

WRIGHT COUNTY BOARD
AGENDA
APRIL 12, 2016

Interpreter Services for the hearing impaired will be provided upon written request.

I. 9:00 A.M. PLEDGE OF ALLEGIANCE

II. MINUTES - DISPENSE WITH READING. APPROVE AS WRITTEN/REVISED.

A. COUNTY BOARD MINUTES 4-05-16

Documents: [2016-04-05 WRIGHT COUNTY BOARD MINUTES \(INFO\).PDF](#)

III. REVIEW & APPROVAL OF AGENDA

IV. CONSENT AGENDA

A. AUDITOR/TREASURER

1. Approve Claims As Listed In The Abstract, Subject To Audit, For A Total Of \$160,036.27 With 157 Vendors And 245 Transactions

Documents: [AGENDA 4-12 CONSENT CLAIMS.PDF](#)

B. HEALTH & HUMAN SERVICES

1. Position Replacement
 - A. Case Aide

Documents: [2016-04-12 WC REQUEST FOR BOARD ACTION - CA.PDF](#)

V. TIMED AGENDA ITEMS

A. 9:05 A.M. TONY RASMUSON, COUNTY ASSESSOR

1. Introduction Of New Employee - Brice Nelson, Property Appraiser

Documents: [BA - INTRODUCE NEW EMPLOYEE - BRICE NELSON.PDF](#)

B. 9:06 A.M. VIRGIL HAWKINS, HIGHWAY ENGINEER

1. Approve Detour Agreement With MnDOT

Documents: [04-12-16 1-DETOUR AGREEMENT.PDF](#)

C. 9:09 A.M. ABBY DAHL, DEVELOPMENT COORDINATOR FOR THE CRISIS NURSERY SERVING WRIGHT COUNTY

1. Crisis Nursery Paint The County Blue & PinWheel Award
2. Spring Fundraiser

Documents: [CN SPONSOR FLYER FINAL.PDF](#), [CRISIS NURSERY PRESENTATION.PDF](#), [MCCC.PDF](#), [PINWHEELS FOR PREVENTION AWARD.PDF](#)

VI. ITEMS FOR CONSIDERATION

A. COMMITTEE MINUTES

1. Owners Committee Of The Whole

Documents: [03-29-16 OCOTW MINUTES-PARKS AND SURVEYORS.PDF](#)

VII. ADVISORY COMMITTEE / ADVISORY BOARD UPDATES

VIII. ADJOURNMENT

IX. NOTE: TRI COUNTY REGIONAL FORENSIC LAB QUARTERLY MEETING @ 2:00 PM, LAW ENFORCEMENT CENTER

X. CLAIMS LISTING

Documents: [AUDIT LIST FOR BOARD 4-12-2016.PDF](#)

THESE MINUTES ARE IN DRAFT FORMAT AND REQUIRE APPROVAL BY THE COUNTY BOARD

INFORMATIONAL

WRIGHT COUNTY BOARD
MINUTES
APRIL 5, 2016

The Wright County Board met in regular session at 9:00 A.M. with Husom, Sawatzke, Daleiden, Potter and Borrell present.

MINUTES

Daleiden moved to approve the 3-29-16 County Board Minutes. The motion was seconded by Borrell and carried unanimously.

AGENDA

Husom moved to approve the Agenda, seconded by Daleiden. The motion carried 5-0.

CONSENT AGENDA

On a motion by Borrell, second by Daleiden, all voted to approve the Consent Agenda:

- A. ADMINISTRATION
 - 1. Approve Charitable Gambling Application Form LG220, Dassel Cokato Regional Ice & Sports Center, 4770 Reardon Ave SW, Cokato MN (Cokato Township).
- B. ATTORNEY
 - 1. Refer to Ways and Means Committee Update on Codification and Restatement of County Ordinances.
- C. AUDITOR/TREASURER
 - 1. Approve Claims as Listed in the Abstract, Subject to Audit, for a Total of \$1,310,880.66 with 165 Vendors and 241 Transactions.
- D. HIGHWAY DEPARTMENT
 - 1. Approve ROW Plat No. 69 for Roundabout at CSAH 35 and CR 134
- E. PLANNING & ZONING
 - 1. TRUE FRIENDS– (Corinna Twp.) Planning Commission unanimously recommends approximately 4.55 acres be rezoned from AG General Agricultural and S-2 Residential-Recreational to R-1 Urban-Rural Transitional and S-2.
 - 2. LUTHER WORKMAN – (Franklin Twp.) Planning Commission unanimously recommends the 40-acre property be rezoned from AG General Agricultural to A/R Agricultural-Residential.
- F. SHERIFF'S OFFICE
 - 1. Request County Board to accept and sign the MN DNR 2016 Annual County Boat and Water Safety Grant Agreement, \$17,826, Grant Period 1-01-16 through 6-30-17.

TIMED AGENDA ITEMS

BOB HIIVALA, AUDITOR/TREASURER

Information Only: Recount Designation from the Office of the Secretary of State.

Hiivala stated this is a bi-annual request from the State for Wright County to serve as a recount location if required. Wright County will serve in that capacity again. This was provided as an informational item.

ITEMS FOR CONSIDERATION

2-25-16 COMMITTEE OF THE WHOLE MINUTES

Potter moved to approve the Minutes and recommendation, seconded by Daleiden, and carried 5-0. The Committee Minutes follow:

Vendor Interviews for Wright County Courts RFP

The Committee heard presentations from three firms regarding their RFP responses for the Courts Feasibility Study RFP.

2-25-16 COMMITTEE OF THE WHOLE MINUTES (CONT.):

BKV Group was represented by Bruce Schwartzman, Kelly Naylor, and Mark Bradby. A presentation by Klein McCarthy Architects was given by Scott Fettig and Andrew Enright. Wold Architects were represented by Michael Cox, Lynae Schoen, Joel Dunning, Andrew Dahlquist, Jonathon Loose.

Following the completion of the presentations the Committee discussed the project vision and timeline and reviewed each firm's qualifications and experience. The consensus was to proceed with Wold Architects.

Recommendation: Select Wold Architects for Courts Remodeling Feasibility Study
(End of 2-25-16 Committee Of The Whole Minutes)

SCHEDULE OWNERS COMMITTEE MEETINGS

Daleiden moved to establish Owners Committee Meetings on 5-05-16, 6-02-16, 7-07-16, and 8-04-16. The meetings will be held at the Public Works Building at 10:30 A.M. The motion was seconded by Potter and carried 5-0.

TIMED AGENDA ITEMS**VIRGIL HAWKINS, HIGHWAY ENGINEER**Approve Public Meeting Minutes 5-Year Plan (2-23-16), Set Road Tour Dates

The purpose of the 5-Year Plan Public Meeting was to explain the needs, funding, completed projects, delayed projects, and the proposed plan for future highway/bridge improvements. Hawkins provided an overview of the Minutes. Potter made the following change to the Minutes: Page 4, 2nd paragraph, last sentence should read, "Potter commented that has helped make some good headway in reducing the borrowing ahead of state aid regular funds." Potter moved to approve the 5-Year Plan Public Meeting Minutes, seconded by Daleiden, and carried 5-0.

Approve Hwy. 25 Corridor Coalition Joint Powers Agreement

A draft Highway 25 Corridor Coalition Joint Powers Agreement (JPA) was presented for review. Members will include Wright County, City of Monticello, City of Big Lake, Big Lake Township, and Sherburne County. The Corridor includes State Highway 25 between I-94 and State Highway 10. The JPA is in draft form and will be revised based on input from the Members. The final Agreement will be presented at a future date for approval.

The County Attorney's Office will convey suggested revisions to the JPA. Potter said one of these relates to the effective date of the JPA and requested that the effective date be 5 years from the date of the last member signature versus 2020. Potter added that MnDOT is engaged with the Corridor. The formation of the Coalition is needed to obtain funding. Jeff O'Neill, Monticello City Administrator, viewed the Coalition as critical for the economic health of the region. He said the goal is for the Members to work together for the common good.

O'Neill indicated were a few minor changes made by Big Lake Township and Sherburne County. One change that was made included adding Item #6F, Powers and Duties, and relates to insurance for the Board, Members, and property. Any expenditures beyond the planning will have to be presented to each agency for approval. Sawatzke asked what occurs when a Member does not want to fund a particular effort, would the Member withdraw from the JPA. O'Neill said that is correct. By virtue of not electing to fund a portion, the Member would lose their standing as a voting Member. In response to Sawatzke, O'Neill said the intent of Item #6 is that it requires a 4/5 vote for approval to act on the powers and duties listed in Item #6. Sawatzke felt that it should be conveyed to other Members that this is Wright County's understanding.

Daleiden moved to approve the concept of Wright County joining the Hwy. 25 Corridor Coalition, until the final JPA is presented for approval and the County Attorney's Office has an opportunity for review. The motion was seconded by Husom. Changes will be made to the draft and presented to Members at a future date. Discussion followed on the potential of adding Members. O'Neill said the City of Becker was involved in the initial discussion but did not continue as it was felt it did not apply to them. However, that could change. Sawatzke said Becker Township should be approached as well. Discussion followed on voting (Item #9, requiring a 4/5 vote for all Items

listed in Item #6), and on appointments (Item #4). Sawatzke said that Item #9 will need to be clarified so that it reflects that the 4/5 vote pertains to all items in Item #6. It was the consensus that the 4/5 vote should apply to any and all action items. The motion carried 5-0.

ITEMS FOR CONSIDERATION

ADVISORY COMMITTEE / ADVISORY BOARD UPDATES

1. National Association of Workforce Boards Conference. Husom recently attended the Conference. One of the sessions related to advanced manufacturing. Overall wages are higher than before the 2007-2008 recession. In manufacturing, the average wage is \$62,000 because of higher productivity. She said 2.8 million people will be needed to replace those leaving the workforce and the new jobs being created. She stated that 3 out of 10 parents are encouraging their children to look at these types of jobs versus obtaining a 4-year degree. It is important that youth are told about these opportunities.
2. Minnesota Chamber of Commerce Transportation Day. Potter attended on 3-30-16. He said the Transportation Day was focused and provided a good opportunity to connect with others.
3. AMC Transportation Regional Policy Committee. Potter said the group is visiting various parts of the State, most recently in Albert Lea on 4-01-16. In two weeks, the group will travel to Rochester. Mankato is tentatively scheduled.
4. Just Drive Event. Sawatzke said the event was scheduled for 4-02-16 in Monticello but was rescheduled to 4-30-16 because of weather. This is a walk/run event (individuals or teams) starting at the Monticello Middle School at 7:00 A.M. The goal is to bring awareness to distracted driving.
5. Bertram Chain of Lakes. Volunteers are needed for tree planting at Bertram Chain of Lakes on 4-30-16 from 10:00AM to 1:00 PM. To sign up, contact the Wright County Parks Department at 763-682-7894 or Bradley.harrington@co.wright.mn.us.
6. Bertram Blast Challenge. The event is an off road triathlon, duathlon, and trail run at Bertram Chain of Lakes Park. The event is on 4-30-16 and registration begins at 6:30 A.M. For more information or to sign up, visit www.bertramblast.com.
7. Township Officers Meeting. Daleiden said the Township Officers Meeting will be held on 4-07-16 and that he may attend because the Solar Energy Farms issue will be discussed. Borrell said the Franklin Township Board took action to pass a moratorium related to Solar Energy Farms. They will need to form a planning commission to address that issue.

The meeting adjourned at 10:03 A.M.

WRIGHT COUNTY REQUEST FOR BOARD ACTION

Req. Agenda Time:		Board Meeting Date:	4-12-16	Consent Agenda:	X
Amt. of Time Required:		Item For Consideration:			
Auditor-Treasurer's Office		Board Action Requested:			
Originating Department/Service		Approve Claims as Listed in the Abstract, Subject to Audit, for a Total of \$160,036.27 with 157 Vendors and 245 Transactions.			
Requestor's Signature					
Reviewed By/Date					
Background/Justification:					
Previous Action On Request/Other Parties Advised:					
Date/Time Received In Administration Office:	County Attorney Review/Date:	Financial Implications: \$			
County Coordinator/Date	Administrative Recommendation: Approval Denial No Recommendation	Budgeted: Yes No Funding: Levy Other			
Comments:			Comments:		

WRIGHT COUNTY REQUEST FOR BOARD ACTION

REQ. AGENDA TIME: BOARD MEETING DATE: 4/12/16 **CONSENT AGENDA:** X

AMT. OF TIME REQUIRED: _____ **ITEM FOR CONSIDERATION:** Position replacement

County Board

ORIGINATING DEPARTMENT/SERVICE

X 
REQUESTOR'S SIGNATURE

4/5/16
REVIEWED BY/DATE

BOARD ACTION REQUESTED: Replacement of Case Aide.

BACKGROUND/JUSTIFICATION: Case Aide position in Adult Services will be empty as of 5/3/16 due to retirement. Position is needed to provide support and back up to case managers.

COUNTY ATTORNEY
REVIEW DATE:

**FINANCIAL
IMPLICATIONS:**

\$ _____

COUNTY COORDINATOR/DATE:

**ADMINISTRATIVE
RECOMMENDATION:**

- APPROVAL
- DENIAL
- NO RECOMMENDATION

BUDGETED:
 YES NO

FUNDING:

COMMENTS:

COMMENTS:

WRIGHT COUNTY REQUEST FOR BOARD ACTION

Req. Agenda Time:	X	Board Meeting Date:	4-12-2016	Consent Agenda:	
Amt. of Time Required:	1 minute	Item For Consideration:			
Assessor's Office	Board Action Requested: Introduction of New Employee – Brice Nelson was recently hired as a Property Appraiser in the Assessor's Office.				
Originating Department/Service					
Requestor's Signature					
Reviewed By/Date					
Background/Justification:					
Previous Action On Request/Other Parties Advised:					
Date/Time Received In Administration Office:	County Attorney Review/Date:	Financial Implications: \$ Budgeted: Yes No Funding: Levy Other			
County Coordinator/Date	Administrative Recommendation: Approval Denial No Recommendation				
Comments:			Comments:		

BOARD OF COUNTY COMMISSIONERS
WRIGHT COUNTY, MINNESOTA

Date _____
Motion by Commissioner _____

Resolution No. _____
Seconded by Commissioner _____

RESOLUTION
(see attached)

RESOLUTION

IT IS RESOLVED that Wright County enter into MnDOT Agreement No. 1002847 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the State to the County for the use and maintenance of County State Aid Highways No. 3 and 35 as a detour route during the contract construction to be performed upon, along, and adjacent to Trunk Highway No. 12 from County State Aid Highway No. 3 to County State Aid Highway No. 14 under State Project No. 8828-187 (TH 12=010).

IT IS FURTHER RESOLVED that the County Board Chair and the County Coordinator are authorized to execute the Agreement and any amendments to the Agreement.

YES

NO

HUSOM _____
SAWATZKE _____
DALEIDEN _____
POTTER _____
BORRELL _____

HUSOM _____
SAWATZKE _____
DALEIDEN _____
POTTER _____
BORRELL _____

STATE OF MINNESOTA)

ss.

County of Wright)

I, Lee Kelly, duly appointed and qualified County Coordinator of the County of Wright, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Wright County, Minnesota, at their session held on the 12th day of April, 2016, now on file in my office, and have found the same to be a true and correct copy thereof.

Witness my hand and official seal at Buffalo, Minnesota, this 12th day of April, 2016.

Lee Kelly, County Coordinator

STATE OF MINNESOTA
DEPARTMENT OF TRANSPORTATION
And
WRIGHT COUNTY
DETOUR AGREEMENT

For Trunk Highway No. 12 Detour

State Project Number (S.P.):	8828-187	Original Amount Encumbered
Trunk Highway Number (T.H.):	12=010	<u>\$8,325.06</u>

This agreement is between the State of Minnesota, acting through its Commissioner of Transportation ("State") and Wright County acting through its Board of Commissioners "County").

Recitals

1. The State is about to perform pavement resurfacing and rehabilitation construction upon, along and adjacent to Trunk Highway 12 from County State Aid Highway (C.S.A.H.) No. 3 in Cokato, Wright County to County State Aid Highway No. 14 in Darwin, Meeker County under State Project No. 8828-187 (T.H. 12=010); and
2. The State requires a detour to carry Trunk Highway 12 traffic on County State Aid Highway No. 3, and 35 during the construction; and
3. The County is willing to maintain the Trunk Highway 12 detour; and
4. The State is willing to reimburse the County for the road life consumed by the detour and detour maintenance as hereinafter set forth; and
5. Minnesota Statutes § 471.59, subdivision 10, § 161.25, and § 161.20, subdivision 2(b), authorize the parties to enter into this Agreement.

Agreement

1. Term of Agreement; Incorporation of Exhibits

- 1.1 *Effective Date.* This Agreement will be effective on the date the State obtains all signatures required by Minnesota Statutes § 16C.05, subdivision 2.
- 1.2 *Expiration Date.* This Agreement will expire when the State removes all detour signs, returns the temporary trunk highway detour to the County, and pays for the detour compensation.

2. Agreement between the Parties

2.1 Detour

- A. *Locations.* The State will establish the T.H. 12 detour route on the following County roads as detailed in the project plans or Special Provisions:
On C.S.A.H. 3 and 35 for a total distance of 8.5 miles
- B. *Axle Loads and Over-Dimension Loads.* The County will permit 10-ton axle loads on the detour route. Over-dimension loads will not be permitted except in cases of extreme emergency.
- C. *Traffic Control Devices.* The State may install, maintain and remove any traffic control devices it considers necessary to properly control the detoured traffic. The State may paint roadway markings, such as the centerline, edge lines and necessary messages.

- D. **Duration.** The State will provide the County with advance notice identifying the dates the State intends to place and remove the detour signing.

2.2 Maintenance

- A. The County will maintain the portion of the detour that is on County roads, and furnish all necessary labor and materials, to the satisfaction of the State's District Maintenance Engineer at Baxter.
- B. **County's Failure to Adequately Maintain.** If the County fails to adequately maintain the detour as provided in Section 2.2.A. of this Agreement, of which failure the State shall be the sole judge, the State may perform such work or cause it to be performed, as the State's District Maintenance Engineer considers necessary, to properly and adequately maintain the T.H. 12 detour. The State may retain the cost of such maintenance from any moneys then due, or thereafter becoming due, to the County under this agreement. This paragraph shall not be construed to relinquish any rights of action that may accrue on behalf of the State against the County for any breach of agreement.

2.3 Basis of State Cost

- A. **Road Life Consumed.** The State will reimburse the County for the road life consumed by the detour using the following methods, as set forth in the Detour Management Study Final Report dated January 1991, and updated by MnDOT's Policy on Cost Participation for Cooperative Construction Projects and Maintenance Responsibilities between MnDOT and Local Units of Government.
- i. The "Gas Tax Method" formula, multiplies the Combined Tax Factor per mile times the Average Daily Traffic ("ADT") count of vehicles diverted from the Trunk Highway times the county road length in miles times the duration of the detour in days to determine the State's cost for the road life consumed by the detour.
 - ii. The County may, at its option, perform an "Equivalent Overlay Method" analysis. A State-approved firm, at no cost or expense to the State, must perform the testing and analysis. The County will keep records and accounts to verify any claim it might bring against the State for additional costs using the "Equivalent Overlay Method".
- B. **Maintenance Costs.** The State's detour maintenance cost will be equal to 115% of the amount computed by using the "Gas Tax Method" formula under Section 2.3.A, since the County roads are not designed to support 10-ton axle loads, and additional maintenance can be expected.

3. **Payment.** The State's payment consists of the sum of the road life consumed and maintenance amounts.

- 3.1 **For Road Life Consumed.** The State's total payment for the road life consumed by the detour is equal to the amount computed by using the "Gas Tax Method" formula plus any amount determined by using the "Equivalent Overlay Method" analysis that is in excess of twice the "Gas Tax Method" amount.

The State's estimated cost for the road life consumed by the detour is based on the data below:

<u>Tax Factor</u>	<u>ADT</u>	<u>Road Length (Miles)</u>	<u>Duration (Days)</u>	<u>Cost</u>
0.00513	7400	8.5	12	\$3,872.12
Road Life Consumed Amount				<u>\$3,872.12</u>

- 3.2 **For Maintenance.** \$4,452.94 is the State's estimated cost for detour maintenance based on 115% of the "Gas Tax Method" amount.

The State may retain the cost of State performed detour maintenance, as provided for in Section 2.2 of this Agreement, from any moneys then due, or thereafter becoming due, to the County under this Agreement.

3.3 Total Payment and Maximum Obligation.

- A. \$8,325.06 is the State's estimated payment for road life consumed (\$3,872.12) and maintenance (\$4452.94).
- B. \$25,000 is the maximum obligation of the State under this Agreement and must not be exceeded unless the maximum obligation is increased by execution of an amendment to this Agreement.

3.4 Conditions of Payment. The State will pay the County the State's total road life consumed and maintenance payment amount after performing the following conditions.

- A. Execution of this Agreement and the County's receipt of the executed Agreement.
- B. State's encumbrance of the State's total payment amount.
- C. State's removal of all detour signs.
- D. State notifies the County of the removal of the detour signs, and the number of days the detour was in effect.
- E. State's receipt of a written request from the County for payment.

4. Release of Road Restoration Obligations

By accepting the State's road life consumed and maintenance payment plan and total payment amount, the County releases the State of its obligation, under Minnesota Statutes § 161.25, to restore the County roads used as a T.H. 12 detour to as good condition as they were before designation as temporary trunk highways.

5. Authorized Representatives

Each party's Authorized Representative is responsible for administering this Agreement and is authorized to give and receive any notice or demand required or permitted by this Agreement.

5.1 The State's Authorized Representative will be:

Name/Title: Maryanne Kelly-Sonnek, Municipal Agreements Engineer (or successor)
 Address: 395 John Ireland Boulevard, Mailstop 682, St. Paul, MN 55155
 Telephone: (651) 366-4634
 Fax: (651) 366-4769
 E-Mail: maryanne.kellysonnek@state.mn.us

5.2 The County's Authorized Representative will be:

Name/Title: Lee Kelly, County Coordinator (or successor)
 Address: 10 2nd St. NW, Rm 235, Buffalo, MN 55313
 Telephone: 763-682-7378

6. Assignment; Amendments, Waiver; Contract Complete

- 6.1 Assignment.** Neither party may assign or transfer any rights or obligations under this Agreement without the prior consent of the other party and a written assignment agreement, executed and approved by the same parties who executed and approved this Agreement, or their successors in office.
- 6.2 Amendments.** Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Agreement, or their successors in office.
- 6.3 Waiver.** If a party fails to enforce any provision of this Agreement, that failure does not waive the provision or the party's right to subsequently enforce it.

6.4 *Contract Complete.* This Agreement contains all prior negotiations and agreements between the State and the County. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

7. Liability

The County and State will be responsible for their own acts and omissions, to the extent authorized by law. Minnesota Statutes § 3.736 governs the State's liability. Minnesota Statutes, Chapter 466 governs the liability of the County.

8. State Audits

Under Minnesota Statutes § 16C.05, subdivision 5, the County's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the State and the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Agreement.

9. Government Data Practices

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

10. Governing Law; Jurisdiction; Venue

Minnesota law governs the validity, interpretation and enforcement of this Agreement. Venue for all legal proceedings arising out of this agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

11. Termination; Suspension

11.1 *By Mutual Agreement.* This Agreement may be terminated by mutual agreement of the parties or by the State for insufficient funding as described below.

11.2 *Termination for Insufficient Funding.* The State may immediately terminate this Agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the County. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the County will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if this Agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds.

11.3 *Suspension.* In the event of a total or partial government shutdown, the State may suspend this Agreement and all work, activities, performance and payments authorized through this Agreement. Any work performed during a period of suspension will be considered unauthorized work and will be undertaken at the risk of non-payment.

12. Force Majeure

Neither party will be responsible to the other for a failure to perform under this Agreement (or a delay in performance), if such failure or delay is due to a force majeure event. A force majeure event is an event beyond a party's reasonable control, including but not limited to, unusually severe weather, fire, floods, other acts of God, labor disputes, acts of war or terrorism, or public health emergencies.

[The remainder of this page has been intentionally left blank]

STATE ENCUMBRANCE VERIFICATION

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

Signed: _____

Date: _____

SWIFT Purchase Order: 3000287335

WRIGHT COUNTY

The undersigned certify that they have lawfully executed this contract on behalf of the Governmental Unit as required by applicable charter provisions, resolutions or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

DEPARTMENT OF TRANSPORTATION

Approved:

By: _____
(District Engineer)

Date: _____

COMMISSIONER OF ADMINISTRATION

By: _____
(With delegated authority)

Date: _____

INCLUDE COPY OF RESOLUTION APPROVING THE AGREEMENT AND AUTHORIZING ITS EXECUTION.

MK-5

MINNESOTA DEPARTMENT OF TRANSPORTATION

CONSTRUCTION PLAN FOR

LOCATED ON _____ FROM _____ TO _____

FED. PROJ. NO. _____

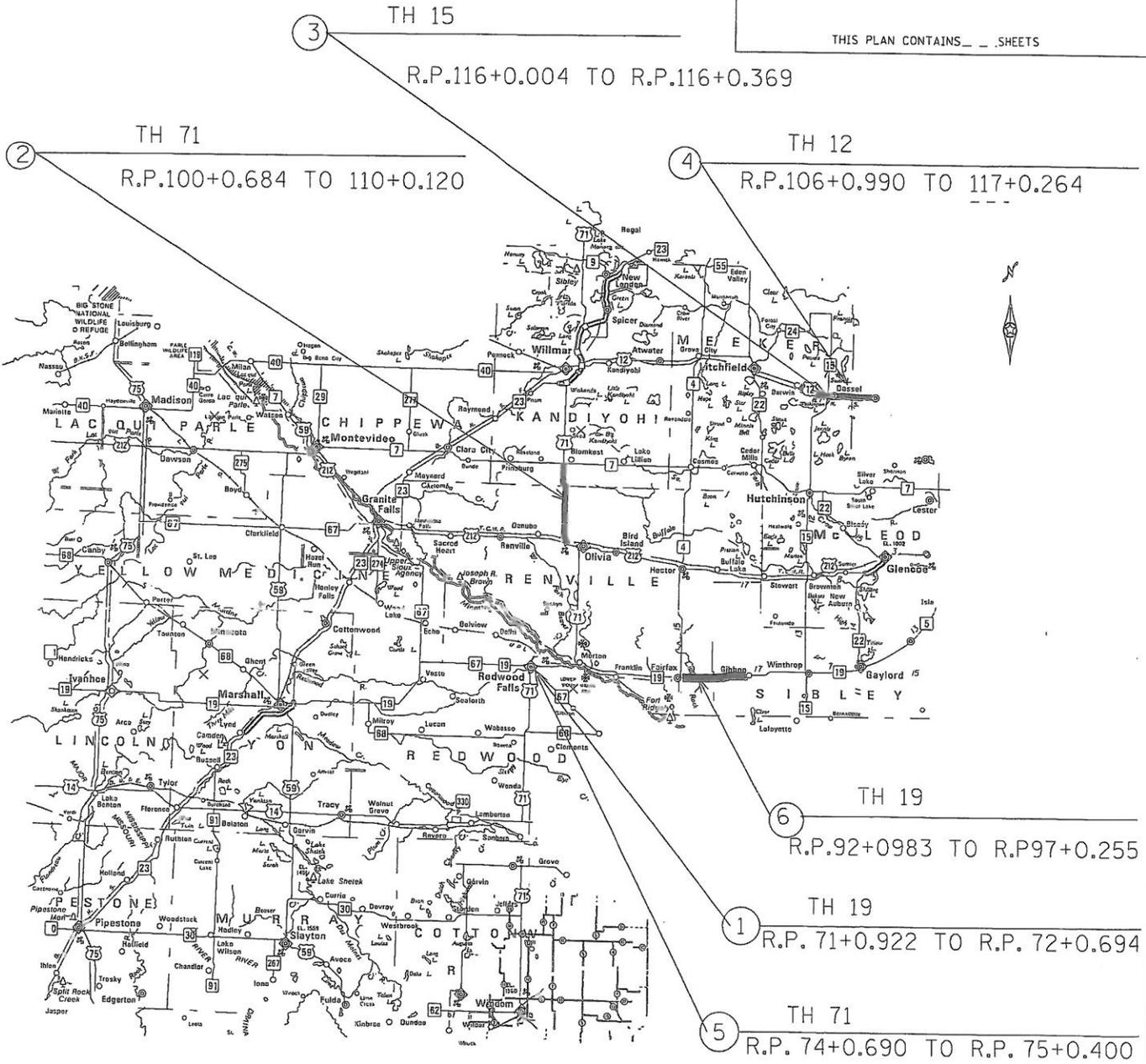
GOVERNING SPECIFICATIONS

THE 2014 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION'S "STANDARD SPECIFICATIONS FOR CONSTRUCTION" AND THE 2014 EDITION OF THE "MATERIAL LAB SUPPLEMENTAL SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN.

INDEX

THIS PLAN CONTAINS _____ SHEETS

ID	TH	DESCRIPTION	RP	RP	TOTAL MILES
1	19	FROM BRIDGE 5133 TO 500' EAST OF N. GOULD ST. IN REDWOOD FALLS	71+0.922	72+0.694	0.762
2	71	FROM 1600' SOUTH OF 840 AVE TO 500' SOUTH OF JCT TH7	100+0.684	110+0.120	10.798
3	15	FROM 350' SOUTH OF TH12 TO 200' NORTH OF TH12	116+0.004	116+0.369	0.365
4	12	FROM 1600' EAST OF CASH 14 TO 1100' WEST OF SUNSET AVE. N. IN COKATO	106+0.990	117+0.264	10.262
5	71	FROM 400' SOUTH OF W 11TH ST TO 50' NORTH OF 2ND ST. W. IN REDWOOD FALLS	74+0.690	75+0.400	0.702
6	19	FROM JCT TH14 TO 520 ST	92+0.983	97+0.255	4.269



PROJECT LOCATION
 COUNTY: _____
 DIST./DIV.: _____

SCALES
 PLAN _____
 PROFILE _____
 INDEX MAP _____
 GENERAL LAYOUT _____

FOR PLANS AND UTILITIES SYMBOLS SEE TECHNICAL MANUAL
 STATE PROJ. NO. _____ CHARGE IDENTIFIER _____

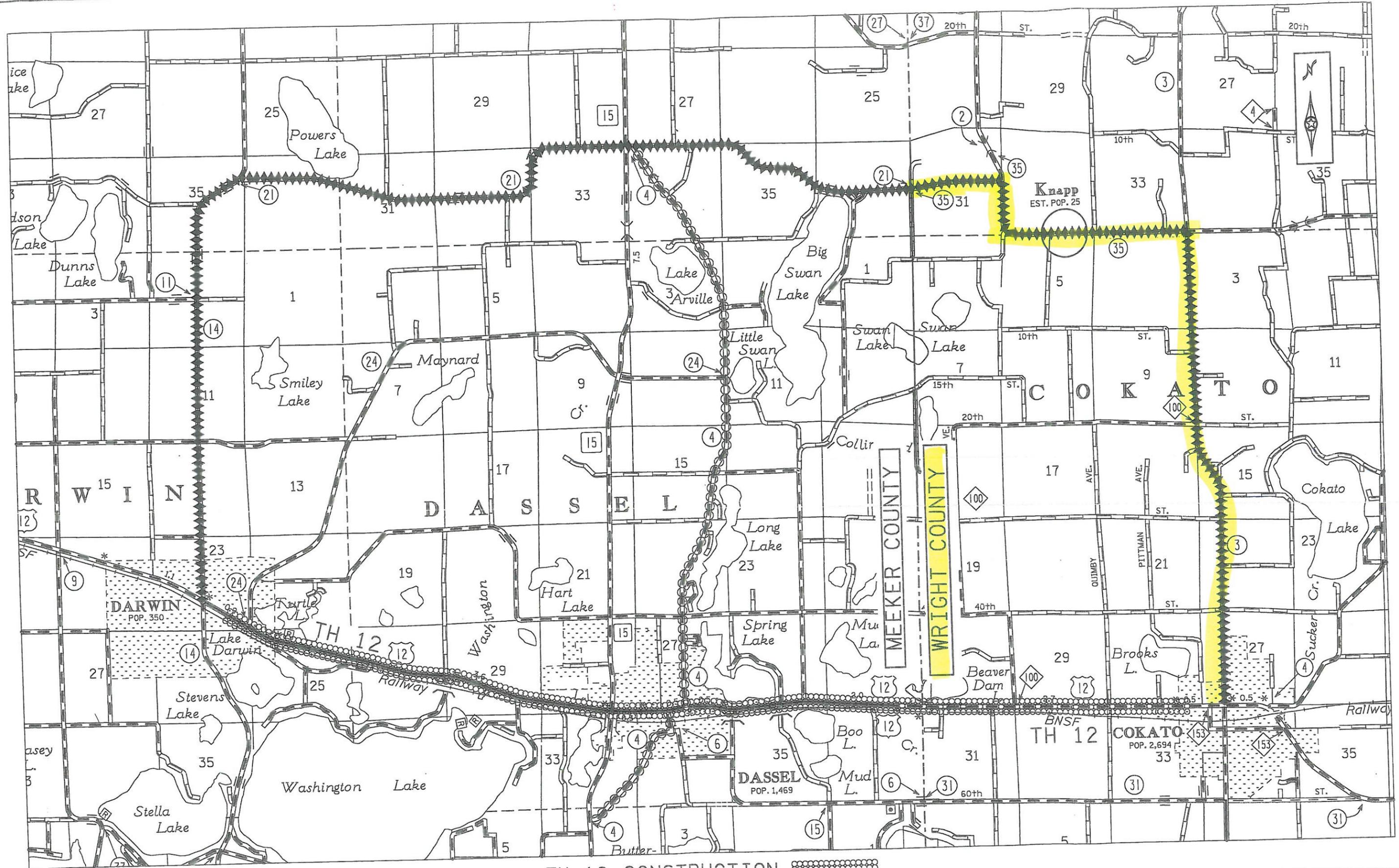
PLAN REVISIONS		
DATE	SHEET NO.	APPROVER

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
 PRINT NAME: _____ LICENSE # _____
 DATE: _____ SIGNATURE: _____

I HEREBY CERTIFY THAT THE FINAL FIELD REVISIONS, IF ANY, WERE PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
 PRINT NAME: _____ LICENSE # _____
 DATE: _____ SIGNATURE: _____

PLOT NAME: \\BUILTS05\FP\N\B\W\I\O\B\Fn_JP5000 PATH & FILENAME: IP_FWP\01725474\0828087_1.shdng PLOTTED/REVISED: 26/FEB/2016

DISTRICT #: DB-WILLMAR
PLOT NAME: \\BWW\IT\S8SP\IPN\BWW\DesPrn_HP5200d
PATH & FILENAME: IP_PWP-d\122502\8828187_Meeker_Wright_Detour_map.dgn
PLOTTED/REVISED: 26-FEB-2016



STAGE 2-CSAH 4 DETOUR ROUTE ○○○○○○

STAGE 1-CSAH 14, 21, 35, & 3 DETOUR ROUTE ◆◆◆◆◆◆

TH 12 CONSTRUCTION

DETOUR ROUTE IN MEEKER AND WRIGHT COUNTIES
STATE PROJ. NO. 8828-187 (TH 999) SHEET NO. 1 OF 1 SHEETS



CRISIS NURSERY

SERVING WRIGHT COUNTY

SPRING FUNDRAISER

APRIL 22, 2016 | 6-9:30 PM

RIVER CITY EXTREME
3875 SCHOOL BLVD, MONTICELLO, MN 55362

PRE-REGISTRATION TICKETS: \$30
TICKETS DAY OF EVENT: \$35

EVENT ACTIVITIES

BUFFET DINNER & MUSIC
SILENT AUCTION
LIVE AUCTION
RAFFLES

GET MORE INFORMATION

ONLINE:
www.nexustreatment.org/sites/Kindred/programs/crisis-nursery
ON FACEBOOK:
www.facebook.com/CrisisNurseryServingWrightCounty

SPONSORSHIP OPPORTUNITIES

BRONZE
\$250
name/logo on
program

SILVER
\$500
2 tickets and
name/logo on
program

GOLD
\$750
4 tickets, name/
logo on program
and social media

PLATINUM
\$1,000
6 tickets, name/
logo on program,
social media,
and presentation

MAIL IN REGISTRATION

NAME:

ADDRESS:

CITY/STATE/ZIP:

PHONE:

EMAIL:

NUMBER OF EVENT TICKETS @ \$30:

BRONZE SPONSOR \$250

SILVER SPONSOR \$500

GOLD SPONSOR \$750

PLATINUM SPONSOR \$1,000

TOTAL \$:

PAYMENT

PAYMENT TYPE: CREDIT CARD CHECK

NAME ON CARD:

ADDRESS:

CITY/STATE/ZIP:

VISA MASTERCARD

CREDIT CARD NUMBER:

CVC CODE: EXP. DATE:

MAIL REGISTRATION FORM AND CHECKS TO:
KINDRED FAMILY FOCUS
9766 FALLON AVENUE NE, # 107
MONTICELLO, MN 55362

KINDRED FAMILY FOCUS
A NEXUS FAMILY MEMBER

YOUTH AND FAMILY SOLUTIONS



Crisis Nursery serving Wright County is a program of Kindred Family Focus, a nonprofit 501(c)(3) organization. Consistent with IRS regulations, the amount of the contribution deductible for tax purposes is limited to the excess over the value of the goods or services received by the donor.

CRISIS  **NURSERY**
KINDRED FAMILY  FOCUS

SERVING WRIGHT COUNTY
24-HOUR CRISIS LINE: 763-271-1681



changing one life **CHANGES EVERYTHING**

Serving Wright County-Area Families

Albertville

Albion

Annandale

Buffalo

Chatham

Clearwater

Cokato

Corinna

Dayton

Delano

Franklin

French Lake

Hanover

Howard Lake

Maple Lake

Marysville

Middleville

Monticello

Montrose

Otsego

Rockford

St. Michael

Silver Creek

South Haven

Southside

Stockholm

Victor



changing one life **CHANGES EVERYTHING**

Crisis Nursery Mission

Keeping children safe and families strong by partnering with parents to find solutions to their stress/crisis and, thereby, preventing child abuse and neglect



changing one life CHANGES EVERYTHING

Child Abuse & Neglect Prevention requires all of us to work together in a community to help support and strengthen families.



changing one life CHANGES EVERYTHING

Stress Affects the Children

- The Crisis Nursery provides confidential, temporary, strength-based resources for families with children age birth-17 living in Wright County.
- We do not determine a family's crisis. Every family's stress and their ability to deal with that stress differs.
- A crisis may be different things to different people: sudden illness, family conflict, housing problems, unemployment, family dissolution or violence, mental illness, emotional exhaustion, legal issues, a death in the family, loss of daycare, which could lead to loss of employment, financial hardships, etc.
- The circumstances of daily life are changeable, and each person's ability to deal with stress and change varies.



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Our Services

- 24-Hour Helpline Information and Referral
- Short-term Crisis Counseling
- Support Visits – support and advocacy
- Resources & Referrals
- Supplies (including diapers, wipes, gift cards, household supplies)
- Circle of Parents Group
- Mental Health Services



changing one life **CHANGES EVERYTHING**

Crisis Care

- **Overnight:** Up to 72 hours in a shelter home by licensed foster care providers for children birth-17
- **Daycare:** Up to 5 days at one time in a licensed childcare home or center



changing one life **CHANGES EVERYTHING**

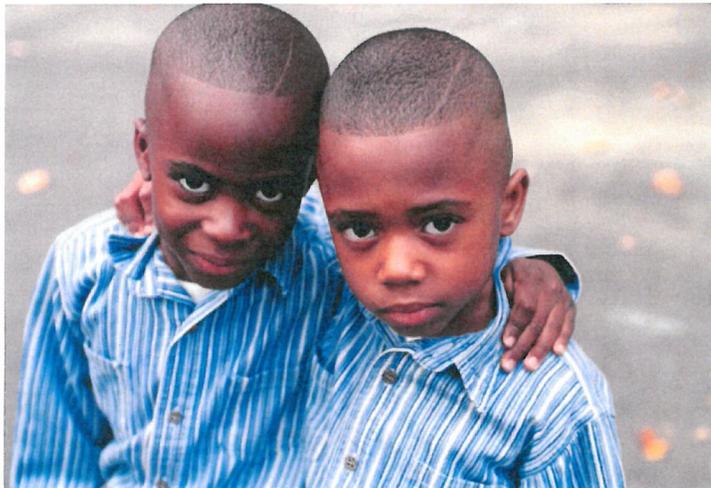
Mental Health Services

- Mental health services for parents and their children, with additional emotional and behavioral services through Children's Therapeutic Services and Support (CTSS)
- Individual and family skills in the home or office
- Individual and family therapy in the home or office, offered through CTSS
- Diagnostic Assessments
- Most insurance covers these services
- Families can access services by calling **763-271-1681**



changing one life CHANGES EVERYTHING

There is no typical client



- New to the area
- No support system
- Family not around to help
- Mental health issues
- Housing issues
- Employment issues
- Legal issues
- Medical issues – their own or their child's
- Child's behavior
- Chemically dependent
- Death in the family
- Financial stress
- Emotionally and/or mentally exhausted
- Separation/divorce
- Family violence.....etc., etc., etc.



changing one life **CHANGES EVERYTHING**

Program Statistics for 2015

- **1291 client contacts**
- **395 phone consults**
- **300 support visits**
- **290 support services**
- **60 children placed**
- **207 days of daycare**
- **72 days of overnight care**
- **5,000+ diapers**
- **300+ packs of diaper wipes**
- **170 families and 367 children** received new pajamas and a new blanket through our Christmas Pajama giveaway!



changing one life CHANGES EVERYTHING

Why are Crisis Nurseries Needed?

- To benefit children, families, and communities
- To provide children safe, nurturing environments in which to grow and learn
- To reduce the need for more costly services
- Because parental stress increases the likelihood of child abuse and neglect
- The number of requests for services continues to increase



changing one life CHANGES EVERYTHING

How You Can Help...

- Be a foster home provider and care for children in your home on a short-term basis. We use licensed homes throughout Wright County.
- Join the Crisis Nursery Advisory Council.
- Outreach/market Crisis Nursery by hanging flyers or dropping off brochures at clinics, businesses, etc.
- Set up a collection for needed items, such as diapers, children's books, etc.
- Help staff local child activities, health fairs, expos, etc.
- Host a home party for friends and donate the profits.
- Work with a group of kids to do a fun fundraiser.



changing one life **CHANGES EVERYTHING**

Fundraiser Help

Many dedicated volunteers help in one way or another.
Join one of our Fundraising Committees.

Our Annual Spring Fundraiser:

Fri. April 22nd, 2016

River City Extreme — Monticello, MN

BBQ Buffet, music, live and silent auctions



- Be a Crisis Nursery sponsor of the event
- Donate an item to the live or silent auction (handmade items, gift certificates to events, spring items, plants, fun baskets)
- Ask friends, family, or businesses to help out by donating
- Volunteer to help out at the fundraising event



changing one life CHANGES EVERYTHING



TIMBERDASH

5K TRAIL RUN + WALK + KIDS K



**Saturday Oct. 1
Lake Maria State Park,
Monticello**

*We are currently looking for
runners, walkers and volunteers!
www.timberdash.com*



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**The way to prevent
child abuse and
neglect is to provide
supportive services
that can help
parents deal with
their stress before it
leads to abuse.**



changing one life CHANGES EVERYTHING

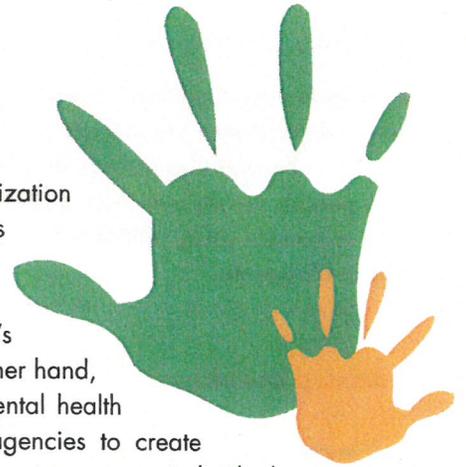


Minnesota Communities Caring for Children

Home of Prevent Child Abuse Minnesota & Circle of Parents National

ABOUT US

Minnesota Communities Caring for Children (MCCC) is a statewide nonprofit organization that empowers parents and builds the capacity of communities to create environments where all children thrive. Childhood experiences – both positive and negative – have significant impacts on physical, mental, social, and emotional health in adulthood. When fundamentals such as safety and self-worth are woven into a child's brain architecture, that child is more likely to develop into a healthy adult. On the other hand, a child exposed to violence or neglect is more likely to develop physical and mental health complications. MCCC works with families, communities, and state and local agencies to create opportunities for all children to have healthy childhoods; we do this through our mission to empower individuals and communities to stop child abuse and neglect before it starts through awareness, education, support, and leadership leading to action.



OUR WORK

Awareness and Education

Trauma-Informed Care Technical Assistance Center (TICTAC)

Childhood trauma is common, and it has strong cumulative health and social implications. In order to heal our adult population and prevent trauma from occurring in the next generation, it is essential that Minnesotans be aware of the effects of trauma. To help individuals, communities, and agencies use trauma-informed approaches, MCCC provides tools and technical assistance, including an ACE Interface training program. MCCC develops the capacity of individuals (parents, teachers, and health and human services professionals, for example) as speakers, trainers, and coaches so that they can use their knowledge and skills to be champions for children and families.

Prevention Education and Outreach

MCCC produces and distributes Minnesota's Child Abuse Prevention Month Campaign materials each April and distributes thousands of pieces of additional prevention education and outreach materials throughout the year. In addition, MCCC staff members are present at community events statewide, available to present information about prevention as well as to facilitate dialogue about prevention through café conversations.

Spring Webinar Series

Each year MCCC offers a spring webinar series. MCCC staff present on a variety of topics including emotional intelligence, trauma-informed leadership, and cultural communication. In 2015, in response to growing interest in resilience strategies, the webinar series focused on building resilience in a variety of settings and included local and national experts on resilience, including MCCC staff. Each webinar is recorded and can be viewed at www.pcamn.org.



Support

Circle of Parents®

MCCC partners with communities to offer peer-led, mutual self-help support groups for parents and children throughout the state. Parents support each other and develop leadership skills that transfer to their families and communities. Participants meet in a supportive environment to share their concerns and frustrations, and to identify and commit to their own personal parenting goals. Participants are guided by trained volunteer facilitators and skilled parent representatives.

Parent Mentorship Program

The Parent Mentorship Program is an expanded program that originated at William Mitchell College of Law Child Protection Clinic. Parent Mentors are individuals that have been personally impacted by systems and are able to help parents navigate through systems and also provide direct representation for parents in child protection cases. A primary goal of the program is to help parents reunify with their children as soon as is safely possible. The Parent Mentor Network is designed to empower parents to provide safety and stability for their children and to improve outcomes for parents and families in the child protection system in Minnesota.

Leadership Development and Action

Parent Leadership for Child Safety and Permanency (PLCSP) Team

Since 2009 MCCC and the Minnesota Department of Human Services, Child Safety and Permanency Division have worked in partnership to bring the "parent voice" into improving the child welfare system. There are currently 21 statewide members. The team consists of parents selected through an application and nomination process, who collaborate with Children and Family Services by participating on various committees, task forces, and workgroups to ensure that parents are actively engaged in the planning, implementation, and evaluation of family support and child welfare services statewide.

Public Policy

MCCC helps shape and advocate for policy and systems change that serve the interests of children and families. Currently MCCC is collaborating with parents and community partners to develop a statewide prevention plan that will integrate child abuse prevention and trauma-informed care into systems that interact with children and families.

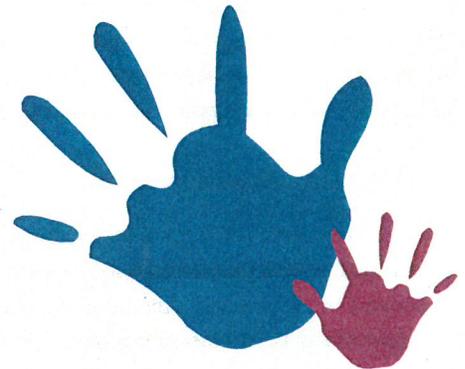
CONTACT

Minnesota Communities Caring for Children

709 University Avenue West · Saint Paul, MN 55104

Phone: 651-523-0099 · Fax: 651-523-0380 · Toll Free: (800) 244-5373

www.pcamn.org





MINNESOTA COMMUNITIES CARING FOR CHILDREN
Minnesota Chapter of Prevent Child Abuse America
and Circle of Parents National
709 University Avenue W., Saint Paul, MN 55104
651.523.0099 | www.pcamn.org | 800.244.5373 | 651.523.0380 fax

April 2016

Minnesota Communities Caring for Children is honored to present Wright County with the 2016 Pinwheels for Prevention Award! Congratulations!

Beginning in 2003, the **Pinwheels for Prevention Tribe / Community Award** has recognized communities that exemplify a strong commitment to the prevention of child abuse and neglect through collaborative efforts of public, non-profit, and community services, activities, and initiatives. The criteria for receiving this award is based on nomination and demonstrating continued work in prevention awareness, maintaining family strengthening efforts, as well as, knowledge of communities utilizing innovative programs.



Our 2016 Pinwheels for Prevention communities support a combination of prevention services that include partnerships and active community collaborations. Recognition has included parent support outreach programs, new initiatives that focus on protective factors and early brain development in children, adverse childhood experiences, crisis nursery services, unique efforts in alternative response, parent education and support groups such as Circle of Parents[®], safe exchange and home visitation programs, and a wide array of community awareness activities.

We are grateful for the year-round prevention efforts of the Wright County Crisis Nursery and other prevention programs in the county. Help us continue to identify and share successful models and best practices in child abuse and neglect prevention across the state. We hope to reward all Minnesota communities with this recognition as a result of their commitment to prevention.

Sincerely,

Rebecca Dale
Chief Operating Officer

**WRIGHT COUNTY
OWNERS COMMITTEE OF THE WHOLE**

**Meeting Minutes
UNAPPROVED
March 29, 2016**

11:00 a.m.

**Wright County Public Works Building
Meeting Room 114A**

Members Attending:

Chris Husom, County Commissioner
Pat Sawatzke, County Commissioner
Mark Daleiden, County Commissioner
Mike Potter, County Commissioner
Charles Borrell, County Commissioner
Lee Kelly, County Coordinator

Others Attending:

Marc Mattice, Parks Administrator
Steve Jobe, County Surveyor
Brad Hatfield, Building Maintenance
Susan Vergin, Assistant County Coordinator
Ralph Borell, Parks Department
Alek Halverson, Survey Department
Eric Stennes, Survey Department
Barb Holmquist, Wright County
[Sign-in Sheet, Attachment 1]

The meeting was brought to order by Chair Sawatzke, who welcomed those present and invited Kelly to comment on the purpose of the meeting. Kelly gave a little background about events that led to the calling of this meeting, including discussions he had had with both Mattice and Jobe. He added that it was good to revisit these discussions relative to what can be addressed by the Capital Improvement Plan in terms of improvements to the current PWB when it is vacated by the Highway Department, a move planned for the Summer of 2016. Issues such as deferred maintenance are important items of consideration in order to bring certain conditions in the building up to code and/or to increase the functionality of the current facilities.

Jobe gave a brief overview of what he and staff have discussed in terms of revamping certain areas in the building to better fit the needs of the Survey Department, such as changes to the current sign shop, creating areas for supplies and equipment within the current building, additional accommodations for vehicles for better loading/unloading activities, and work benches, etc. Sawatzke suggested that it might first be good to have an opportunity for those present to take a look at these facilities rather than hear a description about them. He expressed his concern that in order to make good decisions he would first like to see the areas that are being proposed for changes. Jobe agreed that a walk through would serve a good purpose, and that the tour of the front office area would also be appropriate in order for the commissioners to see that the current front counter area is not big enough for the public that the Survey Department is serving. He said that both Mattice and he had talked about the deficiencies of the current building, such as an inadequate roof, poor insulation, leaky windows, etc. He would like to know who is leading the discussion on this and wondered if it had already begun. Potter said that part of this came forward because of discussion at the Building Committee and the desire to come up with a good plan for reconfiguration of this building, such as whether or not another department should be moved here to share this facility, and how that figures in when considering adding more room for the Courts at the Government Center. The topic and decisions necessary to formulate a constructive plan are important and should be addressed by all the commissioners, not just the Building Committee members.

Sawatzke asked if the Highway Department was going to vacate 100% of the back shop area, and Mattice said that this was the plan. Potter added that acceptance of the alternate bid for the temporary storage addition allowed enough space for storage so that all of Highway's equipment could be removed from the current building. Jobe said that right now some of his department's vehicles are in the second shed, and when the rear of this building is vacated, the Survey Department will be able to bring them up here into that portion of the shop. Mattice added that the Highway would still have storage in Sheds A and B and in the old impound facility.

Mattice said that the building assessment report drawn by the architectural firm of HCM (for the new Highway facility) includes a long list of items that should be addressed regarding maintenance and improvements. Items on the list include, but are not limited to, doorways (some might need to be changed to ADA compliant), poor lighting, deteriorated roofing, inefficient or lack of proper exhaust system, park shop dust collection in violation of OSHA requirements, improper fuel storage, capacity of the mezzanine area, re-caulking of windows (or upgrades for better insulation), and the presence of asbestos in some flooring in the older portion of the building. Mattice asked if the commissioners would consider moving forward with discussion with both Kelly and Hatfield regarding these deferred maintenance items and if these items could be part of the CIP. After those items are addressed, talk could begin about space needs and a possible building program. Both Mattice and Jobe have formulated plans that they would like to see implemented for each of their departments. Mattice said that he would like to develop a plan and a timeline to move forward. Sawatzke again expressed his desire to tour the building today in order to get a better idea of what the issues are and where they are located in the building, and he would also like to get a general idea of what improvements/changes are being proposed for various areas in the building.

Potter commented that because of the complexity of the deferred maintenance needs and wish list, the costs would be a significant determining factor on how this will be accomplished, and items might have to be completed in phases. Because there are so many different issues to consider, he felt that it was important that the whole Board be here to listen to suggestions and concerns. Kelly asked if it would be worth paying HCM to get involved again to flesh out a proposed plan of attack. Sawatzke said that they had already presented a plan, and because it seemed 'over the top,' the Board had already chosen not to do it. Mattice commented that HCM has already done an analysis of what's wrong and what needs updating in the building, and perhaps that information could be easily handled by a smaller firm in determining future actions. Sawatzke brought up the issue of asbestos that is present in the flooring in the older portion of the building and said that as long as the tile is in good shape, there is no reason to disturb it. If it is in good repair, it doesn't present a danger. He asked about the need for ADA compliant doors and was told by Mattice that these are doors that would have to be changed only if a remodel is done and doors are replaced. Mattice said that if a remodel is done, certain items in the remodeling areas would have to be brought up to current code, but only if they are being replaced. There is a certain threshold that has to be met for certain code items, and Planning & Zoning could address these concerns. Hatfield said that work on ventilation and structural changes could need an engineer's stamp of approval, and for that reason, HCM would be a good firm to use.

With the additional space of the tempered storage at the new Highway facility, plans are to have a parking space for the Veterans Service van that is currently being parked outside. Mattice added that there would probably be room for the 'Sentence to Serve' (STS) operations van and trailer in the back of the current shop once Highway vacates that area. Both Mattice and Jobe distributed handouts [Attachments 2 & 3] that showed suggested use of space in the entire building once Highway is out. Jobe talked about space that he would like to see utilized by the Survey Department for equipment storage, office space, work top space, parking, meeting space, and public transaction areas. Jobe suggested designating the current small conference room near the front reception area for Parks offices, redoing the current reception area, and

creating a new, larger conference room toward the southwest end of the current office area. His outdoor crew would be situated near the rear door of the office area so that tracking of dirt from outside work would be kept to a minimum.

Mattice's handout showed parking designations in the shop area that include adequate space for Survey vehicles, though specific stalls have not yet been assigned and would not have to be permanent. His plan showed a parts room, a work shop, wood shop, and a fabricating shop (in the current welding room); and though he would love to move the mechanical area in line with the fabricating shop, it wouldn't be fiscally feasible because of the ground hoists that are already in place in the Highway shop area. There is an area in the rear of the current Highway shop where he would like to see a garage door installed for more functional storage and movement of equipment in and out of the building. All the supports are there, so installation would be relatively easy. Parks would still be able to utilize outside storage at the compost for firewood, rocks, etc.

When asked how many individuals contact the three different offices via direct visits on site, Holmquist said that anywhere from 10 to 20 visit each department per week. Numbers have recently been up for the Survey Department because of the recently published plat book, and numbers are starting to increase with the upturn in recent construction/realtor market activities. The Parks Department has few walk-in guests who don't have appointments. Borrell asked why the current front counter wasn't adequate, and Jobe said that it would be nice to have someone manage the counter after the Highway Department vacates the building. He would like to have an office manager to manage things from 8:00 a.m. to 4:30 p.m., Mondays – Fridays. Mattice said that there are times when no one from the Parks Department is in the building, especially during the spring/summer months, and he agreed that it would be good to have someone at a front counter. Sawatzke commented that the necessity for front counter help differs if the numbers are two/day or 18/day. Jobe said that he still definitely needs the help, and this person could stay busy with giving him assistance with both clerical and record research help. He also needs someone to know where the staff is at all times of the day. He said that he has eight fulltime staff, including survey staff and GIS staff. He is trying to find a way to reach maximum functionality and service to the public. If the County is going to keep the office, then they need to invest in it. He asked that Board members consider how fast supervisors come and go through this department. Borrell suggested that a buzzer could be pushed by customers, as is the case now, and certain members of Jobe's staff could take turns being on call to service the front counter. Meeting minutes and payroll data input for the Parks Department could be handled in the same manner as they are now, and since they are handled electronically, the work wouldn't even have to be done in the same building.

Daleiden expressed his interest in having the Extension Office move out to the current PW building and said that they have 1.5 front desk people now. Nothing says that this can't be changed to two fulltime people, and they could be given more room. The records area could still be accessed, as it is used every day; and if the Extension Office, who works closely with the Parks Department, was moved out here and gained more working space, you could kill two birds with one stone...both the Survey Department and the Extension Office would benefit. Borrell said that improvements could be accomplished if proper planning were done. Sawatzke asked how many square feet of office space there are now for each department, and Mattice said that Highway office totals approximately 3,000 sf, Survey has 2,000 sf, and Parks have 300 sf. When asked what the current square footage of the Extension Office is, Kelly said that he didn't know, but it was not a large space. Potter agreed that it wasn't large, and if this office were moved out of the Government Center, Court Administration could take advantage of the vacated space. This might be a good time to move them out to the current PWB site, and it would free up space for the Court study that is currently going on. With the space that will be freed up when Highway leaves the building, and not even counting the common space, there should be plenty of room for growth and for

inclusion of the Extension Office. Having them here would also cure the issue of having someone available at the front desk. Meeting minutes and payroll duties could still be accomplished electronically, and not necessarily require that this be done at the front desk. Borrell asked if the Veterans Service Office could be located here, but he was told that the PWB is located within a range (10 miles) of the nuclear plant, which precludes them from having an office here.

Jobe expressed his concern about evening programs and how they might interfere with the day-to-day operations of both the Parks and Survey Departments. Daleiden said that if the meetings are held after office hours, there would be no interference with daily operations. Jobe said that he also is considering a larger size for a new conference room, especially with the limited size of the current front conference room. Sawatzke said that he doesn't see the conflict but sees it more as a utilization of the current facilities, especially as the facility is probably underutilized in the evenings. If other office areas are blocked off, the inconvenience of using space in the evenings could be overcome.

Mattice asked how deferred maintenance should be handled, should they look at the current report by HCM and determine priorities, or should a new firm be contacted to give an opinion. Kelly asked Mattice for his opinion, and he said that he would favor contracting with a new firm. Sawatzke said that this firm could work with the Building Committee, and Mattice said he will talk with staff about deferred maintenance and come back to the Building Committee and communicate their concerns. Daleiden said that the roofing, insulation, and windows all need to be addressed. Mattice said that if the air flow is corrected, some of the condensation and water problems might also be corrected. He would like to see a recommendation related to deferred maintenance that would allow hiring a space needs firm, such as an architect, who can talk about the needs for both the Survey and Parks Departments. He would also like to talk with the Extension Office about their needs. Jobe added that they will need someone with structural knowledge about the walls, windows, etc., to address the problems, and Sawatzke said that any firm of this type should be able to identify bearing walls, etc.

Members of the Owners Committee and other attendees began a tour of the facilities at 11:45 a.m. They reconvened the meeting at 12:30 p.m.

Present: Pat Sawatzke, Lee Kelly, Susan Vergin, Brad Hatfield, Marc Mattice, Ralph Borell, Charlie Borrell, Mike Potter, Chris Husom, Steve Jobe, Mark Daleiden, Alek Halverson, Eric Stennes, and Barb Holmquist.

Sawatzke asked for suggestions on what should be recommended as the first point of action, and Mattice said that he would like to see a process developed to move forward and to have the appropriate parties appointed for that exercise. Sawatzke suggested that these people sit down with the new person who has been recently hired by the County to oversee building operations, the Facilities Services Director, a position that has been developed with the recent vacation of the position of 'Purchasing Agent.' Potter suggested that this first step be taken and that they meet with Kelly, and then the Building Committee can become involved and address the recommendations/findings. Daleiden suggested that if relocating the Extension Office here is a consideration, it might be a good idea to meet with them and have them come out here and see if they would be willing to work with Mattice and Jobe. Are they interested? Jobe asked how realistic it would be for Extension to relocate here, and Sawatzke said that it would be very doable. If they do not want to leave where they are, then it is one less area the architect looks at. Potter wants to look at this option to see whether or not it will work. Daleiden agrees that this is part of the equation. Does it make sense and are they interested...if so, then move forward. If not, consider the other option to move them somewhere else.

Mattice asked if he should invite Extension to a meeting without the commissioners, and the number of positions in Extension was discussed. They have a full time and half time secretary, an ag person, a nutrition person, and another position that is shared with McLeod County. Jobe expressed his desire to do something different for the survey counter. Husom said that she likes the thought that there is a greeter instead of the way it's set up now. Sawatzke said that maybe a better button is needed. Jobe said that he wants more space up front, and Daleiden commented that it would be good to consider all options. Jobe had talked about making a large area into a new conference room and moving records, but Daleiden said that the reality is that there is already a records room. He said that he would like to see the Building Committee take baby steps on any changes for this building. Perhaps some portable walls, such as the cubicles, could be taken out, but the first step would be to figure out what will occupy the space. He added that the Extension Office has some really organized people, and they may even have a better idea of how to arrange the current office space in this building. Sawatzke suggested that the Building Committee meet with the newly hired Facilities Services Director after he starts his employment here. Both Potter and Daleiden could make some inroads with the Extension Office, and Jobe and Mattice could also get acquainted with members of Extension and learn what their vision is.

Sawatzke said that right now they are ahead of the game because it was initially decided that this conversation wouldn't even begin until Highway vacated the building. Mattice said that he felt it was good timing, because Highway's move is planned for July. Jobe asked about repairs to the roof and whether it would be necessary to move employees out of the building during the work, but Daleiden said that the work would be done outdoors and shouldn't be disruptive to the employees in the building. Mattice asked if the Facilities Director would put together bid docs, etc., that would be needed for roof repair/window replacement, etc., and Daleiden said that they would have to figure out first what is necessary. The Building Committee meets the second Wednesday of the month, and perhaps the May 11th meeting would be a good time to come together, which would allow the Facilities Director time to adjust to his duties.

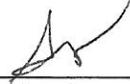
Both Jobe and Mattice will get in touch with the Extension Office and try to set up a meeting with them before the May 11th meeting. They can find out how many people would need accommodations and see if they might prefer a certain location in the office area. Borrell suggested that pictures be taken and shared with a company that is qualified to make changes to the sign shop area. Daleiden suggested that the lunchroom could possibly be considered for changes that would help meet some the needs discussed today. There was some light discussion about the storage of Parks materials and use of the old impound area, and these and other issues will be addressed at a later date.

The meeting was adjourned at 12:45 p.m.

Respectfully submitted,

Barb Holmquist

Public Meeting
Wright County Highway Department
OWNERS COMMITTEE OF THE WHOLE
Public Works Facility
March 29, 2016
SIGN-IN SHEET

Name	Representing	Initial or Sign
1. Chris Husom Wright County Commissioner	District #1	✓
2. Pat Sawatzke Wright County Commissioner	District #2	X
3. Mark Daleiden Wright County Commissioner	District #3	✓
4. Michael Potter Wright County Commissioner	District #4	✓
5. Charles Borrell Wright County Commissioner	District #5	✓
6. Mark Mattice Parks Administrator	Wright County	
7. Steve Jobe County Surveyor	Wright County	
8. Brad Hatfield Bldg Maint.		✓
9. Ralph Borell Parks		RB
10. SUE VERGIN ADMIN		
11. Lee Kelly Admin		LK
12. ALEX HANVERSON SURVEYOR		AH
13. ERIC STENNES SURVEYOR		ES
14.		



BUILDING INTERIOR DEPARTMENT KEY - MAIN FLOOR:

SURVEYOR DEPARTMENT:

- 1,939 SF

HIGHWAY ENGINEERING DEPARTMENT:

- 2,400 SF

PARKS DEPARTMENT:

- 2,778 SF

FLEET MAINTENANCE DEPARTMENT:

- 7,996 SF

HIGHWAY MAINTENANCE DEPARTMENT:

- 12,683 SF

SIGNS DEPARTMENT:

- 1,884 SF

HIGHWAY ADMIN:

- 1,156 SF

COMMON SPACE:

- 6,529 SF

Cold Storage

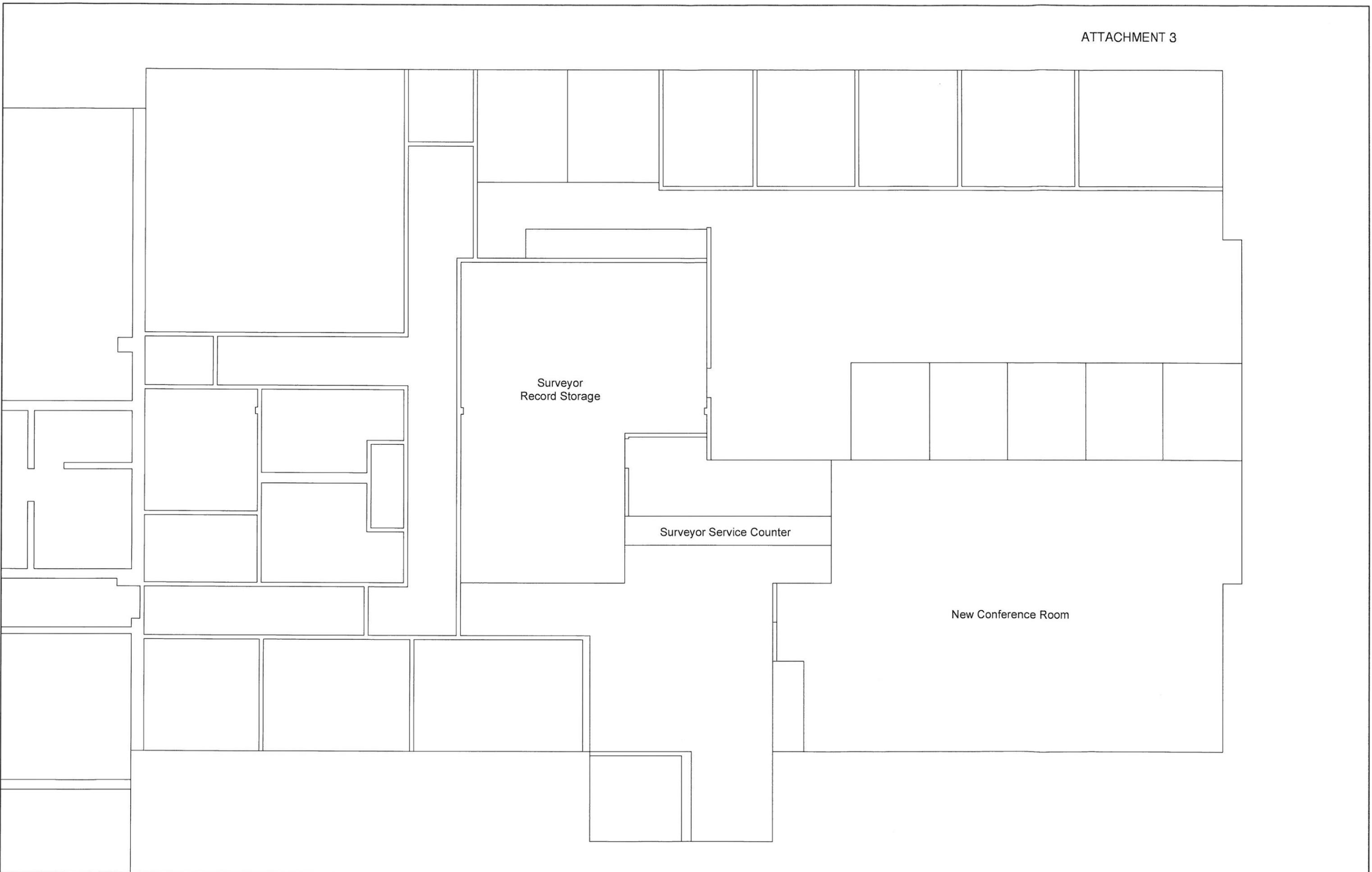
1. Groomers
2. Archy Targets
3. Wood Splitters
4. Roll offs (2)
5. Concrete Forms
6. Winter Trail Signs
7. Tractor Tracks/Wheels
8. Cement Mixer
9. Skid steer Attachments
10. Tractor Attachments
11. Picnic Table/Bench Wood

Outside Storage

1. Firewood Pile
2. Landscape Materials (SAND, CLASS II, Rock, Gravel, Etc..)
12. Trailers
13. Park Patrol Car
14. Grass Seed
15. Landscape Blanket
16. Piers, Posts, Frames, Buoys, + Much more
17. Mowers, weed whips etc.

Drawing Scale: 1" = 30'-0"

<p>Comm. No. 1386</p> <p>Date 03.06.14</p>	<p>Project Wright County Public Works</p> <p>Title Department Space Allocation - Main Level</p>	<p>Drawing No. a2.1</p>	 <p>HAGEN, CHRISTENSEN & MCILWAIN ARCHITECTS</p> <p>4201 CEDAR AVENUE SU - 100, NEARVA, IA, 52647 TEL (612) 904-1332 • FAX (612) 904-7366</p>
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4/7/2016

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*** WRIGHT COUNTY ***



Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES

Page 1

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

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

Explode Dist. Formulas?: N

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

*** WRIGHT COUNTY ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

1 GENERAL REVENUE FUND

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
5	DEPT			COUNTY BOARD		
1349	CORPORATE PAYMENT SYSTEMS					
	01-005-000-0000-6411		798.00	LIVESTREAM		OPERATING SUPPLIES
	01-005-000-0000-6411		399.00	LIVESTREAM	223976	OPERATING SUPPLIES
	01-005-000-0000-6411		10.68	AVANGATE INC	47439999	OPERATING SUPPLIES
1349	CORPORATE PAYMENT SYSTEMS		1,207.68			3 Transactions
3179	DALEIDEN/MARK					
	01-005-000-0000-6331		90.00	180 MILES		TRAVEL
3179	DALEIDEN/MARK		90.00			1 Transactions
1344	MARCO					
	01-005-000-0000-6301		1.02	PRINTER CHARGE APRIL 2016	3234601	REPAIRS & MAINTENANCE
1344	MARCO		1.02			1 Transactions
5	DEPT Total:		1,298.70	COUNTY BOARD		3 Vendors
						5 Transactions
13	DEPT			COURT ADMINISTRATOR		
1511	HOWARD/JOLANTA					
	01-013-000-0000-6270		100.00	JV 16 854 APPEARANCE 3/24/16		COURT APPOINTED COUNSEL
1511	HOWARD/JOLANTA		100.00			1 Transactions
2513	PURICK/RYAN					
	01-013-000-0000-6270		100.00	F3 01 734 APPEARANCE 3/31/16		COURT APPOINTED COUNSEL
2513	PURICK/RYAN		100.00			1 Transactions
13	DEPT Total:		200.00	COURT ADMINISTRATOR		2 Vendors
						2 Transactions
25	DEPT			COURT SERVICES		
9412	BUREAU OF CRIMINAL APPREHENSION					
	01-025-000-0000-6261		120.00	CJDN FEES 01/1-03/31/16	14374	PROFESSIONAL SERVICES
9412	BUREAU OF CRIMINAL APPREHENSION		120.00			1 Transactions
4334	CAMERON/TIM					
	01-025-000-0000-6261		150.00	APID SPEAKER APRIL 2016		PROFESSIONAL SERVICES
4334	CAMERON/TIM		150.00			1 Transactions
1349	CORPORATE PAYMENT SYSTEMS					

*** WRIGHT COUNTY ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

1 GENERAL REVENUE FUND

Vendor No.	Name	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name
1349	CORPORATE PAYMENT SYSTEMS	01-025-000-0000-6411			15.95	AMAZON PAYMENTS		1053131773		OPERATING SUPPLIES	
					15.95		1 Transactions				
2939	EDENS GROUP	01-025-000-0000-6804			325.00	TRAINING REGISTRATION				STAFF TRAINING	
					325.00		1 Transactions				
6945	HERTZOG/AMY	01-025-000-0000-6331			60.00	120 MILES				TRAVEL	
					60.00		1 Transactions				
2857	JAHNKE/ROSS	01-025-000-0000-6331			119.00	238 MILES				TRAVEL	
					119.00		1 Transactions				
3294	KORBEL/KAYLEE	01-025-000-0000-6331			14.00	28 MILES				TRAVEL	
					14.00		1 Transactions				
1344	MARCO	01-025-000-0000-6301			283.42	PRINTER CHARGE APRIL 2016		3234601		REPAIRS & MAINTENANCE	
					283.42		1 Transactions				
6529	MN ASSN OF COUNTY PROBATION OFCRS	01-025-000-0000-6245			40.00	MEMBERSHIP				MEMBERSHIPS, DUES & FEES	
		01-025-000-0000-6338			125.00	REGISTRATION				CONFERENCES & MEETINGS	
		01-025-000-0000-6804			125.00	SPRING CONFERENCE ALEX		01842		STAFF TRAINING	
		01-025-000-0000-6804			125.00	SPRING CONFERENCE DARNELL		01848		STAFF TRAINING	
					415.00		4 Transactions				
3921	OFFICE DEPOT	01-025-000-0000-6411			5.39	SUPPLIES 831272927001				OPERATING SUPPLIES	
		01-025-000-0000-6411			71.60	SUPPLIES 831272841001				OPERATING SUPPLIES	
					76.99		2 Transactions				
4993	STOLL/BRIAN	01-025-000-0000-6331			36.00	72 MILES				TRAVEL	
					36.00		1 Transactions				

*** WRIGHT COUNTY ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
25	DEPT Total:			1,615.36	COURT SERVICES	11 Vendors	15 Transactions
31	DEPT				COUNTY COORDINATOR		
	1344 MARCO						
	01-031-000-0000-6301			12.33	PRINTER CHARGE APRIL 2016	3234601	REPAIRS & MAINTENANCE
	1344 MARCO			12.33	1 Transactions		
31	DEPT Total:			12.33	COUNTY COORDINATOR	1 Vendors	1 Transactions
41	DEPT				COUNTY AUDITOR-TREASURER		
	1349 CORPORATE PAYMENT SYSTEMS						
	01-041-000-0000-6411			55.41	AMBIENT WEATHER	421239	OPERATING SUPPLIES
	1349 CORPORATE PAYMENT SYSTEMS			55.41	1 Transactions		
	4817 HERALD JOURNAL PUBLISHING INC						
	01-041-000-0000-6235			254.56	DELQ TAX LIST 1ST		PUBLICATIONS & BROCHURES
	01-041-000-0000-6235			14.43	BOARD MINUTES 2/16/16		PUBLICATIONS & BROCHURES
	01-041-000-0000-6235			29.60	BOARD MINUTES 3/1/2016		PUBLICATIONS & BROCHURES
	01-041-000-0000-6235			254.56	DELQ TAX LIST 2ND		PUBLICATIONS & BROCHURES
	01-041-000-0000-6235			27.01	BOARD MINUTES 2/23/16		PUBLICATIONS & BROCHURES
	4817 HERALD JOURNAL PUBLISHING INC			580.16	5 Transactions		
	1344 MARCO						
	01-041-000-0000-6301			171.67	PRINTER CHARGE APRIL 2016	3234601	REPAIRS & MAINTENANCE
	1344 MARCO			171.67	1 Transactions		
	6002 PAKOR INC						
	01-041-000-0000-6411			207.13	PASSPORT CAMERA	8017320	OPERATING SUPPLIES
	6002 PAKOR INC			207.13	1 Transactions		
41	DEPT Total:			1,014.37	COUNTY AUDITOR-TREASURER	4 Vendors	8 Transactions
63	DEPT				IT (INFORMATIONAL TECHNOLOGY)		
	1344 MARCO						
	01-063-000-0000-6301			33.00	PRINTER CHARGE APRIL 2016	3234601	EQUIPMENT MAINTENANCE
	1344 MARCO			33.00	1 Transactions		
	3921 OFFICE DEPOT						

*** WRIGHT COUNTY ***



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
	01-063-000-0000-6411		4.13	SUPPLIES 831367812		OPERATING SUPPLIES
	01-063-000-0000-6411		10.19	SUPPLIES 831368351		OPERATING SUPPLIES
	01-063-000-0000-6411		3.29	SUPPLIES 831377989		OPERATING SUPPLIES
	01-063-000-0000-6411		47.09	SUPPLIES 831377952		OPERATING SUPPLIES
	01-063-000-0000-6411		19.26	SUPPLIES 831368352		OPERATING SUPPLIES
3921	OFFICE DEPOT		83.96		5 Transactions	
58254	ST CLOUD STAMP & SIGN INC					
	01-063-000-0000-6411		16.09	NAME PLATE LARSON	186095	OPERATING SUPPLIES
58254	ST CLOUD STAMP & SIGN INC		16.09		1 Transactions	
63	DEPT Total:		133.05	IT (INFORMATIONAL TECHNOLOGY)	3 Vendors	7 Transactions
91	DEPT			COUNTY ATTORNEY		
9412	BUREAU OF CRIMINAL APPREHENSION					
	01-091-000-0000-6385		120.00	QUARTERLY BILLING	298861	DATA PROCESSING
9412	BUREAU OF CRIMINAL APPREHENSION		120.00		1 Transactions	
1553	HENNEPIN COUNTY SHERIFF					
	01-091-000-0000-6261		80.00	SERVICE FEES STATE V NELSON	74431	PROFESSIONAL SERVICES
1553	HENNEPIN COUNTY SHERIFF		80.00		1 Transactions	
1344	MARCO					
	01-091-000-0000-6301		203.50	PRINTER CHARGE APRIL 2016	3234601	REPAIRS & MAINTENANCE
1344	MARCO		203.50		1 Transactions	
46449	MINNESOTA CLE					
	01-091-000-0000-6245		270.00	REGISTRATION SANDBERG		MEMBERSHIPS, DUES & FEES
46449	MINNESOTA CLE		270.00		1 Transactions	
3921	OFFICE DEPOT					
	01-091-000-0000-6411		159.52	SUPPLIES 830854470001		OPERATING SUPPLIES
3921	OFFICE DEPOT		159.52		1 Transactions	
2293	WILLIS/KARI					
	01-091-000-0000-6331		32.00	64 MILES		TRAVEL
2293	WILLIS/KARI		32.00		1 Transactions	

*** WRIGHT COUNTY ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
91	DEPT Total:			865.02	COUNTY ATTORNEY	6 Vendors	6 Transactions
100	DEPT				OTHER GENERAL GOVERNMENT		
2022	AMERICAN TOWER CORPORATION						
	01-100-000-0000-6305			12,616.42	ARMER TOWERS 4/1-6/30/16	2154484	800MHZ MAINTENANCE EXPENSE
2022	AMERICAN TOWER CORPORATION			12,616.42	1 Transactions		
4121	RTS DRUG TESTING						
	01-100-000-0000-6261			180.00	DOT RANDOM DRUG TESTING	7636	PROFESSIONAL SERVICES
4121	RTS DRUG TESTING			180.00	1 Transactions		
100	DEPT Total:			12,796.42	OTHER GENERAL GOVERNMENT	2 Vendors	2 Transactions
101	DEPT				COUNTY RECORDER		
1344	MARCO						
	01-101-000-0000-6301			204.43	PRINTER CHARGE APRIL 2016	3234601	REPAIRS & MAINTENANCE
1344	MARCO			204.43	1 Transactions		
101	DEPT Total:			204.43	COUNTY RECORDER	1 Vendors	1 Transactions
105	DEPT				ASSESSOR		
198	ENGEL/DALE L						
	01-105-000-0000-6261			400.00	PROFESSIONAL SERVICES	3/22&3/30	PROFESSIONAL SERVICES
198	ENGEL/DALE L			400.00	1 Transactions		
1344	MARCO						
	01-105-000-0000-6301			43.33	PRINTER CHARGE APRIL 2016	3234601	REPAIRS & MAINTENANCE
1344	MARCO			43.33	1 Transactions		
3921	OFFICE DEPOT						
	01-105-000-0000-6411			19.94	SUPPLIES 830770896001		OPERATING SUPPLIES
	01-105-000-0000-6411			9.99	SUPPLIES 831768062001		OPERATING SUPPLIES
	01-105-000-0000-6411			62.58	SUPPLIES 831768357001		OPERATING SUPPLIES
3921	OFFICE DEPOT			92.51	3 Transactions		
6392	TRIPLETT/KEITH						
	01-105-000-0000-6804			199.00	TRENDS SEMINAR		STAFF TRAINING

*** WRIGHT COUNTY ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
6392	TRIPLETT/KEITH		199.00		1 Transactions	
105	DEPT Total:		734.84	ASSESSOR	4 Vendors	6 Transactions
107	DEPT			PLANNING AND ZONING		
4817	HERALD JOURNAL PUBLISHING INC 01-107-000-0000-6235		18.50	LEGAL NOTICES PUBLICATION FEES		PUBLICATIONS & BROCHURES
4817	HERALD JOURNAL PUBLISHING INC		18.50		1 Transactions	
6077	INTERNATIONAL CODE COUNCIL 01-107-000-0000-6245		240.00	MEMBERSHIP SCHULZ	3084269	MEMBERSHIPS, DUES & FEES
6077	INTERNATIONAL CODE COUNCIL		240.00		1 Transactions	
3887	JONES/JOHN 01-107-000-0000-6114		180.00	BOARD OF ADJUSTMENT PER DIEM		PER DIEM-P & Z BOARD
	01-107-000-0000-6114		48.00	96 MILES		PER DIEM-P & Z BOARD
3887	JONES/JOHN		228.00		2 Transactions	
1344	MARCO 01-107-000-0000-6301		9.17	PRINTER CHARGE APRIL 2016	3234601	REPAIRS & MAINTENANCE
1344	MARCO		9.17		1 Transactions	
3921	OFFICE DEPOT 01-107-000-0000-6411		33.10	SUPPLIES 830989025001		OPERATING SUPPLIES
	01-107-000-0000-6411		17.99	SUPPLIES 83098333001		OPERATING SUPPLIES
3921	OFFICE DEPOT		51.09		2 Transactions	
4728	WOODFORD/MICHAEL 01-107-000-0000-6331		60.00	120 MILES		TRAVEL
4728	WOODFORD/MICHAEL		60.00		1 Transactions	
107	DEPT Total:		606.76	PLANNING AND ZONING	6 Vendors	8 Transactions
111	DEPT			BUILDING CARE		
1272	BDS LAUNDRY SYSTEMS 01-111-000-0000-6302		487.76	REPAIRS WASHING MACHINE LEC	10102601	JAIL/LEC REPAIRS AND MAINTENANCE
1272	BDS LAUNDRY SYSTEMS		487.76		1 Transactions	

*** WRIGHT COUNTY ***



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
1075	BUFFALO/CITY OF					
	01-111-000-0000-6251		11,100.97	02 068000 00		UTILITY SERVICES
	01-111-000-0000-6251		3,547.72	08 052100 03		UTILITY SERVICES
	01-111-000-0000-6251		1,600.00	02 068010 00		UTILITY SERVICES
	01-111-000-0000-6251		3,193.82	27 009020 00		UTILITY SERVICES
	01-111-000-0000-6251		4,972.27	02 069000 00		UTILITY SERVICES
	01-111-000-0000-6251		190.26	01 147020 03		UTILITY SERVICES
	01-111-000-0000-6251		218.49	11 059855 00		UTILITY SERVICES
	01-111-000-0000-6252		38,350.47	27 009010 01		JAIL/LEC UTILITY SERVICES
	01-111-000-0000-6252		10,785.55-	CREDIT 27 009010 01		JAIL/LEC UTILITY SERVICES
1075	BUFFALO/CITY OF		52,388.45		9 Transactions	
5196	CLIMATE AIR					
	01-111-000-0000-6301		562.48	REPAIRS HEAT PUMP GC	37075	REPAIRS & MAINTENANCE
5196	CLIMATE AIR		562.48		1 Transactions	
1349	CORPORATE PAYMENT SYSTEMS					
	01-111-000-0000-6621		50.20	IKEA	221669321	FURNITURE & EQUIPMENT
	01-111-000-0000-6621		35.23	SHUTTERFLY.COM	3081777990	FURNITURE & EQUIPMENT
	01-111-000-0000-6302		25.72-	BDS LAUNDRY SYSTEMS	311527	JAIL/LEC REPAIRS AND MAINTENANCE
1349	CORPORATE PAYMENT SYSTEMS		59.71		3 Transactions	
2812	GRAINGER					
	01-111-000-0000-6302		147.84	SUPPLIES	9065809726	JAIL/LEC REPAIRS AND MAINTENANCE
2812	GRAINGER		147.84		1 Transactions	
3531	GRANITE PEST CONTROL SERVICES					
	01-111-000-0000-6301		149.00	PEST CONTROL HS 3/30/16	71898	REPAIRS & MAINTENANCE
3531	GRANITE PEST CONTROL SERVICES		149.00		1 Transactions	
2884	GREEN INTERIORS					
	01-111-000-0000-6301		450.00	MONTHLY PLANT SERVICE GC	200686	REPAIRS & MAINTENANCE
2884	GREEN INTERIORS		450.00		1 Transactions	
2001	HILLYARD INC - MINNEAPOLIS					
	01-111-000-0000-6412		86.28	SUPPLIES	602014543	JAIL/LEC OPERATING SUPPLIES
	01-111-000-0000-6411		1,320.30	SUPPLIES	602021192	OPERATING SUPPLIES
	01-111-000-0000-6301		63.57	SUPPLIES	700229128	REPAIRS & MAINTENANCE

*** WRIGHT COUNTY ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name	Account/Formula	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr			Service Dates	Paid On Bhf #	On Behalf of Name
2001	HILLYARD INC - MINNEAPOLIS			1,470.15		3 Transactions	
7510	MENARDS - BUFFALO						
	01-111-000-0000-6302			52.97	SUPPLIES	9320	JAIL/LEC REPAIRS AND MAINTENANCE
	01-111-000-0000-6302			30.09	SUPPLIES	9395	JAIL/LEC REPAIRS AND MAINTENANCE
	01-111-000-0000-6302			6.66	SUPPLIES	9402	JAIL/LEC REPAIRS AND MAINTENANCE
	01-111-000-0000-6302			7.71-	CREDIT	9410	JAIL/LEC REPAIRS AND MAINTENANCE
	01-111-000-0000-6302			40.23	SUPPLIES	9411	JAIL/LEC REPAIRS AND MAINTENANCE
	01-111-000-0000-6302			5.99	SUPPLIES	9413	JAIL/LEC REPAIRS AND MAINTENANCE
	01-111-000-0000-6302			13.38	SUPPLIES	9428	JAIL/LEC REPAIRS AND MAINTENANCE
	01-111-000-0000-6302			4.79	SUPPLIES	9439	JAIL/LEC REPAIRS AND MAINTENANCE
7510	MENARDS - BUFFALO			146.40		8 Transactions	
3687	VOSS LIGHTING						
	01-111-000-0000-6411			534.60	FULL SPRING LAMPS GC	1528191900	OPERATING SUPPLIES
3687	VOSS LIGHTING			534.60		1 Transactions	
3741	WASTE MANAGEMENT OF WI-MN						
	01-111-000-0000-6251			804.88	WASTE DISPOSAL GC 4/1/16		UTILITY SERVICES
	01-111-000-0000-6251			1,220.32	WASTE DISPOSAL HS 4/1/16	690266215936	UTILITY SERVICES
	01-111-000-0000-6252			355.15	WASTE DISPOSAL LEC 4/1/16	690270615931	JAIL/LEC UTILITY SERVICES
3741	WASTE MANAGEMENT OF WI-MN			2,380.35		3 Transactions	
1535	WRIGHT HENNEPIN ELECTRIC						
	01-111-000-0000-6251			27.95	150 1683 1028		UTILITY SERVICES
	01-111-000-0000-6252			47.95	150 1683 4363		JAIL/LEC UTILITY SERVICES
	01-111-000-0000-6252			38.96	150 1690 5805		JAIL/LEC UTILITY SERVICES
1535	WRIGHT HENNEPIN ELECTRIC			114.86		3 Transactions	
111	DEPT Total:			58,891.60	BUILDING CARE	12 Vendors	35 Transactions
121	DEPT				VETERANS SERVICE		
	1344 MARCO						
	01-121-000-0000-6301			27.51	PRINTER CHARGE APRIL 2016	3234601	REPAIRS & MAINTENANCE
	1344 MARCO			27.51		1 Transactions	
121	DEPT Total:			27.51	VETERANS SERVICE	1 Vendors	1 Transactions

*** WRIGHT COUNTY ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
201	DEPT			SHERIFF		
4902	BURDAS TOWING 01-201-000-0000-6261		147.00	16008528	1610235	PROFESSIONAL SERVICES
4902	BURDAS TOWING		147.00	1 Transactions		
3654	C & C EMBROIDERY 01-201-000-0000-6453		255.84	SHIRTS RESERVES	1019	SHERIFF AUXILIARY UNITS
3654	C & C EMBROIDERY		255.84	1 Transactions		
1448	CSI FORENSIC SUPPLY 01-201-000-0000-6411		82.96	MCIU SUPPLIES	56154A	OPERATING SUPPLIES
1448	CSI FORENSIC SUPPLY		82.96	1 Transactions		
3317	DEPARTMENT OF PUBLIC SAFETY 01-201-000-0000-6260		5,490.00	MDT SERVICE 1ST QTR 2016	298871	SOFTWARE OR SYSTEMS SUPPORT
	01-201-000-0000-6260		2,820.00	CJDN CHARGES 1ST QTR 2016	298871	SOFTWARE OR SYSTEMS SUPPORT
3317	DEPARTMENT OF PUBLIC SAFETY		8,310.00	2 Transactions		
3630	H & H SPORT SHOP INC 01-201-000-0000-6452		40.00	MARCH 2016 CAR WASHES		VEHICLE MAINTENANCE
3630	H & H SPORT SHOP INC		40.00	1 Transactions		
7360	HOLIDAY 01-201-000-0000-6451		9,615.12	FUEL	3/28/16	FUEL - LUBE ETC
	01-201-000-0000-6452		12.90	CAR WASHES	3/28/16	VEHICLE MAINTENANCE
7360	HOLIDAY		9,628.02	2 Transactions		
33159	INDIANHEAD SPECIALTY CO INC 01-201-000-0000-6411		47.55	NAME PLATES	357912	OPERATING SUPPLIES
33159	INDIANHEAD SPECIALTY CO INC		47.55	1 Transactions		
2687	LACOUNT SALES LLC 01-201-000-0000-6802		9.50	BATTERIES	4174	EM GRANT EXPENSE
	01-201-000-0000-6411		147.63	BATTERIES	4175	OPERATING SUPPLIES
2687	LACOUNT SALES LLC		157.13	2 Transactions		
1344	MARCO 01-201-000-0000-6343		797.92	PRINTER CHARGE APRIL 2016	3234601	MACHINERY OR EQUIPMENT LEASES

*** WRIGHT COUNTY ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

1 GENERAL REVENUE FUND

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
1344	MARCO		797.92		1 Transactions	
3793	NTOA					
	01-201-000-0000-6804		730.00	SWAT LEADER HINTON	20160280	STAFF TRAINING
	01-201-000-0000-6804		730.00	SWAT LEADER JOHNSON	20160280	STAFF TRAINING
3793	NTOA		1,460.00		2 Transactions	
3921	OFFICE DEPOT					
	01-201-000-0000-6411		11.29	SUPPLIES 831107975001		OPERATING SUPPLIES
	01-201-000-0000-6411		100.75	SUPPLIES 831107867001		OPERATING SUPPLIES
3921	OFFICE DEPOT		112.04		2 Transactions	
4115	RIDERS ELITE ACADEMY INC					
	01-201-000-0000-6453		400.00	MOUNTED PATROL CLINIC	2910	SHERIFF AUXILIARY UNITS
4115	RIDERS ELITE ACADEMY INC		400.00		1 Transactions	
3235	ROGERS AMOCO					
	01-201-000-0000-6452		25.00	MARCH 2016 CAR WASHES	4/1/16	VEHICLE MAINTENANCE
3235	ROGERS AMOCO		25.00		1 Transactions	
4123	T J POTTER TRUCKING INC					
	01-201-000-0000-6452		397.09	REPAIR TIRES TRV1	169169	VEHICLE MAINTENANCE
4123	T J POTTER TRUCKING INC		397.09		1 Transactions	
5041	TRANS UNION CORPORATION					
	01-201-000-0000-6261		47.70	CREDIT REPORTS	03610956	PROFESSIONAL SERVICES
5041	TRANS UNION CORPORATION		47.70		1 Transactions	
2490	UNITED PARCEL SERVICE					
	01-201-000-0000-6205		16.08	SHIPPING	140177136	POSTAGE
2490	UNITED PARCEL SERVICE		16.08		1 Transactions	
4206	VAN STRATTON, WINER AND ASSOCIATES					
	01-201-000-0000-6804		750.00	ANALYSIS WORKSHOP OLSON	16100	STAFF TRAINING
4206	VAN STRATTON, WINER AND ASSOCIATES		750.00		1 Transactions	
4628	VERIZON WIRELESS					
	01-201-000-0000-6203		6.58	78056463700001 CELL SERVICE	9762464785	TELEPHONE

*** WRIGHT COUNTY ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
4628	VERIZON WIRELESS		6.58		1 Transactions	
201	DEPT Total:		22,680.91	SHERIFF	18 Vendors	23 Transactions
250	DEPT			SHERIFF-CORRECTIONS		
6158	ARAMARK SERVICES INC 01-250-000-0000-6459		7,975.33	INMATE MEALS 03/24-03/30/16	20072330096	LAW ENFORCE-JAIL FOOD-LAUNDRY
6158	ARAMARK SERVICES INC		7,975.33	1 Transactions		
2327	CONSULTING RADIOLOGISTS LTD MN 01-250-000-0000-6458		6.31	TESTS	CR356275	JAIL MEDICAL
2327	CONSULTING RADIOLOGISTS LTD MN		6.31	1 Transactions		
3040	ECOLAB 01-250-000-0000-6459		365.36	REPAIRS DISPOSAL LEC	94198756	LAW ENFORCE-JAIL FOOD-LAUNDRY
3040	ECOLAB		365.36	1 Transactions		
1147	INTOXIMETERS INC 01-250-000-0000-6301		226.40	INTOXIMETER REPAIR	526823	REPAIRS & MAINTENANCE
1147	INTOXIMETERS INC		226.40	1 Transactions		
1344	MARCO 01-250-000-0000-6343		271.33	PRINTER CHARGE APRIL 2016	3234601	MACHINERY OR EQUIPMENT LEASES
1344	MARCO		271.33	1 Transactions		
69	MN BUREAU OF CRIMINAL APPREHENSIOI 01-250-000-0000-6804		216.00	THEORIES & TRENDS LIPELT	23065101815SRT	STAFF TRAINING
69	MN BUREAU OF CRIMINAL APPREHENSIOI		216.00	1 Transactions		
4120	SERVICE FIRE PROTECTION INC 01-250-000-0000-6301		3,125.00	RELOCATE BRANCH LINE	11249	REPAIRS & MAINTENANCE
4120	SERVICE FIRE PROTECTION INC		3,125.00	1 Transactions		
1276	TIMEKEEPING SYSTEMS INC 01-250-000-0000-6301		606.90	TIMEKEEPING PIPE	341375	REPAIRS & MAINTENANCE
1276	TIMEKEEPING SYSTEMS INC		606.90	1 Transactions		
5041	TRANS UNION CORPORATION 01-250-000-0000-6261		15.90	CREDIT REPORTS JAIL	03610956	PROFESSIONAL SERVICES

*** WRIGHT COUNTY ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
5041	TRANS UNION CORPORATION			15.90	1 Transactions		
74329	WRIGHT COUNTY JAIL ADMIN 01-250-000-0000-6261			6.00	DOC INMATE TRAIN RIDE		PROFESSIONAL SERVICES
74329	WRIGHT COUNTY JAIL ADMIN			6.00	1 Transactions		
250	DEPT Total:			12,814.53	SHERIFF-CORRECTIONS	10 Vendors	10 Transactions
281	DEPT				CIVIL DEFENSE		
1344	MARCO 01-281-000-0000-6301			27.51	PRINTER CHARGE APRIL 2016	3234601	REPAIRS & MAINTENANCE
1344	MARCO			27.51	1 Transactions		
281	DEPT Total:			27.51	CIVIL DEFENSE	1 Vendors	1 Transactions
521	DEPT				PARKS		
1026	BORELL/RALPH 01-521-000-0000-6301			171.62	REIMBURSE REPLACEMENT WADERS		REPAIRS & MAINTENANCE
1026	BORELL/RALPH			171.62	1 Transactions		
525	CENTURYLINK 01-521-000-0000-6203			81.85	320 286 2801	314317616	TELEPHONE
525	CENTURYLINK			81.85	1 Transactions		
1665	FARM-RITE EQUIPMENT INC 01-521-000-0000-6452			12.23	PARTS SKID STEER #653	20230	VEHICLE MAINTENANCE
	01-521-000-0000-6452			51.63	PARTS SKID STEER #653	20230	VEHICLE MAINTENANCE
	01-521-000-0000-6452			21.72	PARTS SKID STEER #653	20230	VEHICLE MAINTENANCE
1665	FARM-RITE EQUIPMENT INC			85.58	3 Transactions		
4634	FASTENAL COMPANY 01-521-000-0000-6301			8.18	SUPPLIES	63059	REPAIRS & MAINTENANCE
4634	FASTENAL COMPANY			8.18	1 Transactions		
1873	FORESTRY SUPPLIERS INC 01-521-000-0000-6301			33.30	FLAGS FOR TREE PLANTING	865218	REPAIRS & MAINTENANCE
1873	FORESTRY SUPPLIERS INC			33.30	1 Transactions		

*** WRIGHT COUNTY ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

1 GENERAL REVENUE FUND

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
2524	GREENVIEW INC 01-521-000-0000-6117			308.60	CONTRACT PAYMENT MARCH 2016		CONTRACT CARETAKERS
2524	GREENVIEW INC			308.60	1 Transactions		
2001	HILLYARD INC - MINNEAPOLIS 01-521-000-0000-6411			808.39	SUPPLIES	602021188	OPERATING SUPPLIES
2001	HILLYARD INC - MINNEAPOLIS			808.39	1 Transactions		
4148	JOINT POWERS WATER BOARD 01-521-000-0000-6251			61.20	STORM WATER FEES	3900000341002	UTILITY SERVICES - ELECTRICITY
	01-521-000-0000-6251			46.89	SEWER FEES	8200000078005	UTILITY SERVICES - ELECTRICITY
4148	JOINT POWERS WATER BOARD			108.09	2 Transactions		
2541	M & M EXPRESS SALES AND SERVICE 01-521-000-0000-6452			17.54	CHAINSAW AIR FILTER	2912	VEHICLE MAINTENANCE
	01-521-000-0000-6452			5.00	AIR FILTER BRACKET #678	3405	VEHICLE MAINTENANCE
	01-521-000-0000-6452			91.72	AIR FILTER #678	3421	VEHICLE MAINTENANCE
	01-521-000-0000-6452			48.56	LEAF BLOWER PARTS	3706	VEHICLE MAINTENANCE
	01-521-000-0000-6452			9.30	LEAF BLOWER PARTS	3707	VEHICLE MAINTENANCE
	01-521-000-0000-6452			11.37	FILTER #641	3995	VEHICLE MAINTENANCE
	01-521-000-0000-6452			15.26	WEED WHIP SUPPLIES	3996	VEHICLE MAINTENANCE
	01-521-000-0000-6452			82.38	CHAIN SAW SUPPLIES	4913	VEHICLE MAINTENANCE
2541	M & M EXPRESS SALES AND SERVICE			281.13	8 Transactions		
1344	MARCO 01-521-000-0000-6301			126.39	PRINTER CHARGE APRIL 2016	3234601	REPAIRS & MAINTENANCE
1344	MARCO			126.39	1 Transactions		
2614	MIES OUTLAND INC 01-521-000-0000-6452			313.95	DRIVE BELTS POLARIS RANGERS	19130	VEHICLE MAINTENANCE
2614	MIES OUTLAND INC			313.95	1 Transactions		
3088	MINNCOR INDUSTRIES 01-521-000-0000-6411			172.00	DUMPSTER ODOR EATER	S01046025	OPERATING SUPPLIES
3088	MINNCOR INDUSTRIES			172.00	1 Transactions		
4124	PRODUCTIVITY PLUS ACCOUNT 01-521-000-0000-6452			11.79	SUPPLIES	26849	VEHICLE MAINTENANCE

*** WRIGHT COUNTY ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
4124	PRODUCTIVITY PLUS ACCOUNT			11.79		1 Transactions	
6140	RUSSELL SECURITY RESOURCE INC						
	01-521-000-0000-6301			98.75	REPAIRS LOCKS	27227	REPAIRS & MAINTENANCE
	01-521-000-0000-6411			179.97	REPAIRS PADLOCKS/KEYS	27258	OPERATING SUPPLIES
6140	RUSSELL SECURITY RESOURCE INC			278.72		2 Transactions	
3979	SHERWIN WILLIAMS CO						
	01-521-000-0000-6411			42.12	PAINT	10163	OPERATING SUPPLIES
3979	SHERWIN WILLIAMS CO			42.12		1 Transactions	
4102	SNAP ON TOOLS						
	01-521-000-0000-6452			54.98	SUPPLIES	0401167153	VEHICLE MAINTENANCE
4102	SNAP ON TOOLS			54.98		1 Transactions	
58263	ST CROIX RECREATION CO INC						
	01-521-000-0000-6698			2,325.00	REPLACEMENT FIRE RINGS	18800	SHOP EQUIPMENT-MINOR
58263	ST CROIX RECREATION CO INC			2,325.00		1 Transactions	
3667	WOOD CHUCKERS FIREWOOD						
	01-521-000-0000-6807			3,024.00	FIREWOOD BUNDLES RESALE	130416	MATERIALS FOR RE-SALE - POP ETC.
3667	WOOD CHUCKERS FIREWOOD			3,024.00		1 Transactions	
4433	XCEL ENERGY						
	01-521-000-0000-6251			59.61	51 4402454 4	495262665	UTILITY SERVICES - ELECTRICITY
4433	XCEL ENERGY			59.61		1 Transactions	
521	DEPT Total:			8,295.30	PARKS	19 Vendors	30 Transactions
603	DEPT				EXTENSION		
1666	CROW RIVER NEWS						
	01-603-000-0000-6244			38.00	SUBSCRIPTION		PROGRAM EXPENSES
1666	CROW RIVER NEWS			38.00		1 Transactions	
3921	OFFICE DEPOT						
	01-603-000-0000-6411			43.04	SUPPLIES 828446231001		OPERATING SUPPLIES
	01-603-000-0000-6411			22.99	SUPPLIES 825932219001		OPERATING SUPPLIES
	01-603-000-0000-6411			11.99	SUPPLIES 828445307001		OPERATING SUPPLIES
	01-603-000-0000-6411			16.99	SUPPLIES 828446232001		OPERATING SUPPLIES

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 1 GENERAL REVENUE FUND

***** WRIGHT COUNTY *****



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

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
3921	OFFICE DEPOT		Amount 95.01	4 Transactions	
603	DEPT Total:		133.01	EXTENSION	2 Vendors 5 Transactions
1	Fund Total:		122,351.65	GENERAL REVENUE FUND	166 Transactions

*** WRIGHT COUNTY ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
226	DEPT			E 911		
3891	DUBOIS/HALEY 02-226-000-0000-6804		13.00	REIMBURSE MEAL W/LODGING	911	STAFF TRAINING
	02-226-000-0000-6804		283.04	REIMBURSE MOTEL	911	STAFF TRAINING
3891	DUBOIS/HALEY		296.04	2 Transactions		
6567	NEVALA/RICHARD 02-226-000-0000-6804		396.74	REIMBURSE MOTEL	911	STAFF TRAINING
	02-226-000-0000-6804		10.00	REIMBURSE MEAL W/LODGING	911	STAFF TRAINING
6567	NEVALA/RICHARD		406.74	2 Transactions		
226	DEPT Total:		702.78	E 911	2 Vendors	4 Transactions
2	Fund Total:		702.78	RESERVES FUND		4 Transactions

*** WRIGHT COUNTY ***



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
310	DEPT			HIGHWAY ADMINISTRATION		
1349	CORPORATE PAYMENT SYSTEMS					
	03-310-000-0000-6338		325.68	HOLIDAY INN DULUTH		CONFERENCES & MEETINGS
	03-310-000-0000-6338		215.00	U OF M CONTINUING LEARNING	133333	CONFERENCES & MEETINGS
1349	CORPORATE PAYMENT SYSTEMS		540.68	2 Transactions		
4817	HERALD JOURNAL PUBLISHING INC					
	03-310-000-0000-6235		4.44	BID ADV 3WKS #1602 041216	#0080	PUBLICATIONS & BROCHURES
	03-310-000-0000-6235		4.44	BID ADV 3WKS #1604 041216	#0080	PUBLICATIONS & BROCHURES
4817	HERALD JOURNAL PUBLISHING INC		8.88	2 Transactions		
1344	MARCO					
	03-310-000-0000-6500		28.49	PRINTER CHARGE APRIL 2016	3234601	PRINTING SERVICES
1344	MARCO		28.49	1 Transactions		
3506	MN BOARD OF AELSLAGID					
	03-310-000-0000-6245		120.00	LIC RENEWAL 041216	19941	MEMBERSHIPS, DUES & FEES
3506	MN BOARD OF AELSLAGID		120.00	1 Transactions		
1383	WRIGHT HENNEPIN COOP ELEC ASSN					
	03-310-000-0000-6385		22.95	DATA ROOM ALARM 041216	5014631400	DATA PROCESSING
1383	WRIGHT HENNEPIN COOP ELEC ASSN		22.95	1 Transactions		
310	DEPT Total:		721.00	HIGHWAY ADMINISTRATION	5 Vendors	7 Transactions
320	DEPT			HIGHWAY ENGINEERING		
3365	WSB & ASSOCIATES INC					
	03-320-000-0000-6505		6,578.06	PROJ 02891-000 35 RDBT 041216	#15	CONSULTANT FEES
3365	WSB & ASSOCIATES INC		6,578.06	1 Transactions		
320	DEPT Total:		6,578.06	HIGHWAY ENGINEERING	1 Vendors	1 Transactions
330	DEPT			HIGHWAY MAINTENANCE		
4198	BARGEN INCORPORATED					
	03-330-000-0000-6343		4,695.00	KETTLE RENTAL 041216	216031	EQUIPMENT RENTAL
4198	BARGEN INCORPORATED		4,695.00	1 Transactions		
1075	BUFFALO/CITY OF					

*** WRIGHT COUNTY ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
	03-330-000-0000-6543			13.34	LIGHT ON CR 34 041216	09190000	TRAFFIC SIGNALS
	03-330-000-0000-6543			13.34	LIGHT ON CR 35 041216	16090100	TRAFFIC SIGNALS
1075	BUFFALO/CITY OF			26.68		2 Transactions	
1721	M-R SIGN COMPANY INC						
	03-330-000-0000-6539			15.22	SIGNS 041216	189848	TRAFFIC CONTROL
1721	M-R SIGN COMPANY INC			15.22		1 Transactions	
7510	MENARDS - BUFFALO						
	03-330-000-0000-6539			23.70	CUTTING WHEEL 32030263 041216	09597	TRAFFIC CONTROL
7510	MENARDS - BUFFALO			23.70		1 Transactions	
4433	XCEL ENERGY						
	03-330-000-0000-6543			11.56	6000 LIGHT IN MAPLE LAK 041216	5100110828515	TRAFFIC SIGNALS
4433	XCEL ENERGY			11.56		1 Transactions	
330	DEPT Total:			4,772.16	HIGHWAY MAINTENANCE	5 Vendors	6 Transactions
340	DEPT				HIGHWAY SHOP MAINTENANCE		
737	AMERICAN PRESSURE INC						
	03-340-000-0000-6599			306.95	SERVICE WASH RACK 041216	89793	BUILDING MAINTENANCE-P.W.BLDG.
737	AMERICAN PRESSURE INC			306.95		1 Transactions	
1646	BOYER TRUCK PARTS						
	03-340-000-0000-6574			351.31	REPAIR PARTS 041216	166863R	REPAIR PARTS
	03-340-000-0000-6574			32.91	REPAIR PARTS 041216	166919R	REPAIR PARTS
1646	BOYER TRUCK PARTS			384.22		2 Transactions	
1075	BUFFALO/CITY OF						
	03-340-000-0000-6598			675.54	PWB WATER/SEWER 041216	11059850	UTILITIES-P.W. BLDG.
1075	BUFFALO/CITY OF			675.54		1 Transactions	
5974	CENTER POINT ENERGY						
	03-340-000-0000-6596			266.99	OTSEGO SHOP ELECTRIC 041216	67081588	UTILITIES-OUTLYING SHOPS
5974	CENTER POINT ENERGY			266.99		1 Transactions	
7544	CENTRA SOTA COOPERATIVE - BUFFALO						
	03-340-000-0000-6563			1,032.53	DIESEL FUEL 041216	6200610	DIESEL

*** WRIGHT COUNTY ***



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
7544	CENTRA SOTA COOPERATIVE - BUFFALO		1,032.53		1 Transactions	
5196	CLIMATE AIR 03-340-000-0000-6599		370.33	HVAC REPAIRS 041216	37148	BUILDING MAINTENANCE-P.W.BLDG.
5196	CLIMATE AIR		370.33		1 Transactions	
438	COTTENS INC 03-340-000-0000-6574		31.73	PARTS - MAR 31ST 041216	576614	REPAIR PARTS
438	COTTENS INC		31.73		1 Transactions	
1118	CULLIGAN OF BUFFALO 03-340-000-0000-6596		200.00	FR LAKE SERV ON ACCOUNT 041216	173095103896	UTILITIES-OUTLYING SHOPS
1118	CULLIGAN OF BUFFALO		200.00		1 Transactions	
786	FLEETPRIDE 03-340-000-0000-6574		559.14	REPAIR PARTS 041216	76273451	REPAIR PARTS
786	FLEETPRIDE		559.14		1 Transactions	
5996	GREYSTONE CONSTRUCTION COMPANY 03-340-000-0000-6597		3,987.00	SALT SHED REPAIR 1 OF 3 041216	25667	BUILDING MAINTENANCE-OUTLYING SHO
5996	GREYSTONE CONSTRUCTION COMPANY		3,987.00		1 Transactions	
7360	HOLIDAY 03-340-000-0000-6564		28.42	UNLEADED FUEL FOR H.S 041216		UNLEADED GASOLINE
	03-340-000-0000-6564		18.40	UNLEADED FUEL 041216	CORDELL	UNLEADED GASOLINE
	03-340-000-0000-6563		111.61	DIESEL FUEL-PKUP IN SD 041216	MARCH	DIESEL
7360	HOLIDAY		158.43		3 Transactions	
600	MORRIES PARTS & SERVICE GROUP 03-340-000-0000-6574		128.90	MORRIES-PARTS 041216	CS667649	REPAIR PARTS
	03-340-000-0000-6575		231.00	MORRIES-LABOR 041216	CS667649	OUTSIDE LABOR
600	MORRIES PARTS & SERVICE GROUP		359.90		2 Transactions	
1234	MUMFORD SANITATION 03-340-000-0000-6597		39.49	GARBAGE-COKATO SHOP 041216	105449	BUILDING MAINTENANCE-OUTLYING SHO
	03-340-000-0000-6597		39.48	GARBAGE-MAPLE LK SHOP 041216	105449	BUILDING MAINTENANCE-OUTLYING SHO
	03-340-000-0000-6597		39.49	GARBAGE-WAVERLY SHOP 041216	105449	BUILDING MAINTENANCE-OUTLYING SHO
	03-340-000-0000-6597		39.49	GARBAGE-FRENCH LK SHOP 041216	105449	BUILDING MAINTENANCE-OUTLYING SHO

*** WRIGHT COUNTY ***



Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
1234	MUMFORD SANITATION			157.95		4 Transactions	
595	O'REILLY AUTO PARTS						
	03-340-000-0000-6574			75.02	OREILLY AUTO - PART 041216	159874	REPAIR PARTS
	03-340-000-0000-6574			128.67	PARTS 041216	160260	REPAIR PARTS
595	O'REILLY AUTO PARTS			203.69		2 Transactions	
401	TIRES PLUS						
	03-340-000-0000-6574			167.91	TIRES PLUS - PARTS 041216	93560	REPAIR PARTS
	03-340-000-0000-6575			322.26	TIRES PLUS - LABOR 041216	93560	OUTSIDE LABOR
401	TIRES PLUS			490.17		2 Transactions	
1281	TOWMASTER						
	03-340-000-0000-6575			2,470.00	OUTSIDE LABOR 041216	378961	OUTSIDE LABOR
1281	TOWMASTER			2,470.00		1 Transactions	
888	WASTE MANAGEMENT-TC WEST						
	03-340-000-0000-6597			59.66	OTSEGO GARBAGE 041216	6902649	BUILDING MAINTENANCE-OUTLYING SHO
	03-340-000-0000-6599			537.23	PWB GARBAGE 041216	6902701	BUILDING MAINTENANCE-P.W.BLDG.
888	WASTE MANAGEMENT-TC WEST			596.89		2 Transactions	
340	DEPT Total:			12,251.46	HIGHWAY SHOP MAINTENANCE	17 Vendors	27 Transactions
380	DEPT				UNALLOCATED NON-HIGHWAY OPERAT		
4199	CASARI/JAMES						
	03-380-000-0000-6520			125.00	STEEL TOE BOOT REIMB 041216	NOKOMIS	SAFETY PROGRAM & SUPPLIES
4199	CASARI/JAMES			125.00		1 Transactions	
5507	CUB FOODS						
	03-380-000-0000-6520			190.64	SAFETY DAY SUPPLIES 041216		SAFETY PROGRAM & SUPPLIES
5507	CUB FOODS			190.64		1 Transactions	
7329	SEVERSON/BRIAN F						
	03-380-000-0000-6520			125.00	STEEL TOE BOOT REIMB. 041216		SAFETY PROGRAM & SUPPLIES
7329	SEVERSON/BRIAN F			125.00		1 Transactions	
380	DEPT Total:			440.64	UNALLOCATED NON-HIGHWAY OPERAT	3 Vendors	3 Transactions

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*** WRIGHT COUNTY ***



Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES

3 ROAD AND BRIDGE FUND

3	Vendor <u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	
	<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
3	Fund Total:		24,763.32	ROAD AND BRIDGE FUND		44 Transactions

*** WRIGHT COUNTY ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
420	DEPT				FINANCIAL SERVICES		
	1344 MARCO						
	11-420-600-0020-6411			194.02	PRINTER CHARGE APRIL 2016	3234601	OPERATING SUPPLIES
	1344 MARCO			194.02	1 Transactions		
420	DEPT Total:			194.02	FINANCIAL SERVICES	1 Vendors	1 Transactions
430	DEPT				SOCIAL SERVICES		
	1344 MARCO						
	11-430-700-0020-6411			312.12	PRINTER CHARGE APRIL 2016	3234601	OPERATING SUPPLIES
	1344 MARCO			312.12	1 Transactions		
430	DEPT Total:			312.12	SOCIAL SERVICES	1 Vendors	1 Transactions
450	DEPT				PUBLIC HEALTH SERVICES		
	1344 MARCO						
	11-450-430-0020-6411			120.98	PRINTER CHARGE APRIL 2016	3234601	OPERATING SUPPLIES
	11-450-473-0010-6411			91.64	PRINTER CHARGE APRIL 2016	3234601	OPERATING SUPPLIES - C&TC
	1344 MARCO			212.62	2 Transactions		
450	DEPT Total:			212.62	PUBLIC HEALTH SERVICES	1 Vendors	2 Transactions
480	DEPT				HUMAN SERVICES UNALLOCATED		
	1349 CORPORATE PAYMENT SYSTEMS						
	11-480-000-0000-6899			210.00	MN CHILD CARE		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899			1,551.84	4IMPRINT		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899			419.63	AMAZON.COM		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899			85.00	SAFE KIDS WORLDWIDE		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899			1,080.00	ILACTATION	0505	HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899			23.75	VITALITY MEDICAL	100639134	HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899			150.92	AMAZON.COM	1055875283	HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899			211.59	WALMART.COM	3351666145770	HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899			25.64	WALMART.COM	3401668268848	HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899			145.03	HOMECLICK	H1555055	HUMAN SERVICES EXP. DUMP FUND
	1349 CORPORATE PAYMENT SYSTEMS			3,903.40	10 Transactions		

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4/7/2016 1:07:06PM
11 HUMAN SERVICES FUND

*** WRIGHT COUNTY ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
480 DEPT Total:		3,903.40 HUMAN SERVICES UNALLOCATED	1 Vendors	10 Transactions
11 Fund Total:		4,622.16 HUMAN SERVICES FUND		14 Transactions

***** WRIGHT COUNTY *****



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
393	DEPT		S.C.O.R.E.		
	2372 STEPHENS/BILL				
	20-393-000-0000-6801		30.00 REIMBURSE REGISTRATION FEE		MISCELLANEOUS EXPENSE
	20-393-000-0000-6801		60.50 101 MILES		MISCELLANEOUS EXPENSE
	2372 STEPHENS/BILL		90.50	2 Transactions	
393	DEPT Total:		90.50	S.C.O.R.E.	1 Vendors 2 Transactions
20	Fund Total:		90.50	WASTE MANAGEMENT FUND	2 Transactions

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 4/7/2016 1:07:06PM
34 CAPITAL IMPROVEMENTS

***** WRIGHT COUNTY *****



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

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
150	DEPT		LEVY STABILIZATION FUND		
284	MN COUNTIES COMPUTER COOPERATIVE				
	34-150-000-0000-6621		3,000.00	INSTALL & TRAINING	FURNITURE & EQUIPMENT
	34-150-000-0000-6621		2,000.00	ASSET 400	FURNITURE & EQUIPMENT
	34-150-000-0000-6621		400.00	LIC & SUPPORT 3/14/16-3/14/17	FURNITURE & EQUIPMENT
284	MN COUNTIES COMPUTER COOPERATIVE		5,400.00	3 Transactions	
150	DEPT Total:		5,400.00	LEVY STABILIZATION FUND	1 Vendors 3 Transactions
34	Fund Total:		5,400.00	CAPITAL IMPROVEMENTS FUND	3 Transactions

*** WRIGHT COUNTY ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
610	DEPT 3699 YOUNG/MIKE 41-610-000-0000-6261		382.50	GENERAL DITCH GENERAL DRAINAGE INSPECTOR	03312016	PROFESSIONAL SERVICES
	3699 YOUNG/MIKE		382.50	1 Transactions		
610	DEPT Total:		382.50	GENERAL DITCH	1 Vendors	1 Transactions
660	DEPT 3699 YOUNG/MIKE 41-660-000-0000-6261		398.65	COUNTY DITCH NO 13 CD13 DRAINAGE INSPECTOR	03312016	PROFESSIONAL SERVICES
	3699 YOUNG/MIKE		398.65	1 Transactions		
660	DEPT Total:		398.65	COUNTY DITCH NO 13	1 Vendors	1 Transactions
665	DEPT 3699 YOUNG/MIKE 41-665-000-0000-6261		79.90	COUNTY DITCH NO 18 CD18 DRAINAGE INSPECTOR	03312016	PROFESSIONAL SERVICES
	3699 YOUNG/MIKE		79.90	1 Transactions		
665	DEPT Total:		79.90	COUNTY DITCH NO 18	1 Vendors	1 Transactions
675	DEPT 3699 YOUNG/MIKE 41-675-000-0000-6261		382.50	COUNTY DITCH NO 29 CD29 DRAINAGE INSPECTOR	03312016	PROFESSIONAL SERVICES
	3699 YOUNG/MIKE		382.50	1 Transactions		
675	DEPT Total:		382.50	COUNTY DITCH NO 29	1 Vendors	1 Transactions
677	DEPT 3699 YOUNG/MIKE 41-677-000-0000-6261		58.23	COUNTY DITCH NO 31 CD31 DRAINAGE INSPECTOR	03312016	PROFESSIONAL SERVICES
	3699 YOUNG/MIKE		58.23	1 Transactions		
677	DEPT Total:		58.23	COUNTY DITCH NO 31	1 Vendors	1 Transactions
678	DEPT 3699 YOUNG/MIKE			COUNTY DITCH NO 33		

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*** WRIGHT COUNTY ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

41 DITCH FUND

<u>Vendor</u>	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
41	Fund Total:		2,044.44	DITCH FUND	11 Transactions

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 70 TRUST AND AGENCY FUNI

***** WRIGHT COUNTY *****



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

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
840	DEPT			FORFEIT TAXES		
4817	HERALD JOURNAL PUBLISHING INC 70-840-000-0000-6859		61.42	NOTICE OF REDEMPTION 2 WKS		MISCELLANEOUS EXPENSES
4817	HERALD JOURNAL PUBLISHING INC		61.42	1 Transactions		
840	DEPT Total:		61.42	FORFEIT TAXES	1 Vendors	1 Transactions
70	Fund Total:		61.42	TRUST AND AGENCY FUND		1 Transactions
	Final Total:		160,036.27	157 Vendors	245 Transactions	

*** WRIGHT COUNTY ***



Recap by Fund

<u>Fund</u>	<u>Amount</u>	<u>Name</u>
1	122,351.65	GENERAL REVENUE FUND
2	702.78	RESERVES FUND
3	24,763.32	ROAD AND BRIDGE FUND
11	4,622.16	HUMAN SERVICES FUND
20	90.50	WASTE MANAGEMENT FUND
34	5,400.00	CAPITAL IMPROVEMENTS FUND
41	2,044.44	DITCH FUND
70	61.42	TRUST AND AGENCY FUND
All Funds	160,036.27	Total

Approved by,

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