

WRIGHT COUNTY BOARD
AGENDA
AUGUST 23, 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 8-16-16

Documents:

[2016-08-16 WRIGHT COUNTY BOARD MINUTES \(INFO\).PDF](#)

III. REVIEW & APPROVAL OF AGENDA

IV. CONSENT AGENDA

A. ADMINISTRATION

1. Refer To 8-24-16 Personnel Committee Request To Reclassify Sr. Engineering Technician-Traffic To Traffic Engineer

Documents:

[082316_AGENDA FORM_SRENGTECHTRAFFICRECLASS.PDF](#)

B. ADMINISTRATION

1. Approve And Authorize Signatures On WRight Choice Lease Agreement For 2016-2017 School Year

Documents:

[RFBA APPROVE AND AUTHORIZE SIGNATURES ON WRIGHT CHOICE LEASE AGREEMENT 2016-2017.PDF](#)
[WRIGHT CHOICE LEASE AGREEMENT 2016-2017 DRAFT.PDF](#)

C. AUDITOR/TREASURER

1. Approve Claims As Listed In The Abstract, Subject To Audit, For A Total Of \$1,372,607.11 With 224 Vendors And 425 Transactions.

Documents:

[AGENDA 8-23 CONSENT CLAIMS.PDF](#)

D. SHERIFF'S OFFICE

1. Position Replacement:
 - A. 1 Communications Officer

Documents:

[08-17-16 REQUEST POSITION REPLACEMENT FOR 1 COMMUNICATIONS OFFICER - JODY WELLS.PDF](#)

V. TIMED AGENDA ITEMS

A. 9:05 A.M. BOB HIIVALA, AUDITOR/TREASURER

1. Approve Easement On Tax Forfeited Property
2. Award Bids On County Ditch 10 And Joint Ditch 4
3. Update Of Recount For Commissioner District 2

Documents:

[AGENDA 8-23 APPROVE EASEMENT.PDF](#)
[AGENDA 8-23 ELECTRIC EASEMENT.PDF](#)
[AGENDA 8-23 AWARD BIDS ON CD 10 AND JD 4.PDF](#)
[8-23-16 BID TABULATION AND BIDS.PDF](#)
[AGENDA 8-23 RECOUNT UPDATE.PDF](#)

B. 9:15 A.M. BRIAN ASLESON, CHIEF DEPUTY ATTORNEY

1. Adopt Resolution Authorizing Seizure And Sale Of Abandoned Personal Property On Tax Forfeited Land

Documents:

[8-23-16 AGENDA REQ.PDF](#)

VI. ITEMS FOR CONSIDERATION

A. COMMITTEE MINUTES

1. CIP / Finance Committee, Committee Of The Whole

Documents:

[8-10-16 CIP-FINANCE COMMITTEE MINUTES AND ATTACHMENTS.PDF](#)
[08-10-16 COMMITTEE OF THE WHOLE NUCLEAR DUTIES MINUTES AND ATTACHMNTS..PDF](#)

VII. ADVISORY COMMITTEE / ADVISORY BOARD UPDATES

VIII. ADJOURNMENT

IX. CLAIMS LISTING

Documents:

[AUDIT LIST FOR BOARD 8-23-2016.PDF](#)

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

INFORMATIONAL

WRIGHT COUNTY BOARD
MINUTES
AUGUST 16, 2016

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

MINUTES

Husom moved to approve the 8-02-16 County Board Minutes, seconded by Potter. The motion carried 5-0.

AGENDA

Petitions were accepted to the Agenda as follows: Add Consent Item C1a, "Approve Additional Claim For Nelson Auto Center, Subject To Audit, For \$27,535.70" (Hiivala); Add 9:05 A.M. Timed Agenda Item #7, "Recount Update" (Hiivala). Potter moved to approve the Agenda as amended, seconded by Daleiden. The motion carried unanimously.

CONSENT AGENDA

Sawatzke requested Consent Item E1E, "Information Technology, IT Staffing Requests For 2017" be pulled for discussion. Daleiden moved to approve the balance of the Consent Agenda as amended, seconded by Borrell, and the motion carried 5-0.

- A. ADMINISTRATION
 - 1. Union employee (AFSCME) request for vacation donation. Request approval to receive donations from non-union and union employees that have completed the required donation forms.
- B. ADMINISTRATION
 - 1. Schedule Owners Committee Meeting For 9-08-16 @ 10:00 A.M.
- C. AUDITOR/TREASURER
 - 1. Approve Claims as Listed in the Abstract, Subject to Audit, for a Total of \$1,224,899.32 with 274 Vendors and 466 Transactions.
 - a. Approve Additional Claim For Nelson Auto Center, Subject To Audit, For \$27,535.70
- D. HEALTH & HUMAN SERVICES
 - 1. Position Replacement
 - A. Case Aide
- E. INFORMATION TECHNOLOGY
 - 1. Refer to the Technology Committee:
 - A. Office 365 Update
 - B. CIP Projects/Requests
 - C. LiveWright Website
 - D. Cellular BDA's
- F. SHERIFF'S OFFICE / JAIL
 - 1. Request backfill of vacated Corrections SGT position to be effective on 9/30/16

Sawatzke referenced Consent Item E1E, "Information Technology, IT Staffing Requests For 2017." He reminded Board members that as part of the 2016 Budget Sessions, three staff were approved for the Information Technology Department. It was agreed at that time that the 2017 Budget will not include additional staff requests for Information Technology. Daleiden moved to approve referring Consent Item E1E to the Technology Committee, seconded by Borrell. The motion carried 5-0.

TIMED AGENDA ITEMS

9:05A.M. BOB HIIVALA, AUDITOR/TREASURER

Adopt Resolution For The Repurchase Of Tax-Forfeited Property (PID #202-000-294400)

Brian Asleson, Chief Deputy Attorney, said action will allow the former owner to repurchase the property. The property was forfeited to the State in early June and is a non-homestead property. Per Board action two years ago, a repurchase of tax forfeited land that is non-homestead requires a 5-year repayment plan with a 20%

payment for year 1. Homestead property has different requirements. Potter moved to adopt Resolution #16-43, seconded by Husom. The motion carried 5-0 on a roll call vote.

Approve July Revenue/Expenditure Budget Report

Hiiivala provided an overview of various areas of the report including Revenues, Expenses, Earnings on Investments, and Intergovernmental Revenues. Borrell moved to approve the Budget Report, seconded by Potter, and carried 5-0.

Approve Procurement Card Transactions For The Period Ending July 25, 2016 For A Total Of \$14,865.04

Daleiden moved to approve the Transactions, seconded by Potter, and carried 5-0.

Open Bids County Ditch 10

County Ditch 10 bid specifications require tree removal on the system for approximately 2050 feet, including removal of all brush and trees for 16 feet on each side of the system. Jan Edmonson, Auditor/Treasurer's Office, opened the bids received for Ditch 10. The intent is to lay the bids over for review.

<u>Bidder</u>	<u>Amount</u>
Wuetherich Drainage, Inc.	\$34,125
Van Heuveln General Contracting, LLC	\$21,000
Kivisto West Tree Service	\$22,480
Consolidated Landcare, Inc.	\$15,400
Blackstone Contractors, LLC	\$72,550

Open Bids Joint Ditch 4

Joint Ditch 4 bid specifications require cleanout of approximately 3400 feet of open ditch system. Both sides of the bank to be cut at 2:1 slope and spoil to be spread and smoother. Removal of all brush and trees for 16 feet on each side of the system. This is a Joint Ditch with Carver County. The Drainage Inspector was given approval to obtain bids and hire a contractor. Edmonson opened the bids received for Ditch 10. The intent is to lay the bids over for review.

<u>Bidder</u>	<u>Amount</u>
Wuetherich Drainage	\$15,435
Ed Rettman Jr. Excavating	\$13,750
Consolidated Landcare, Inc.	\$17,900
Kotila Excavating	\$18,379
Van Heuveln General Contracting, LLC	\$17,500
Blackstone Contractors, LLC	\$44,550

Approve New Tobacco License For Kwik Trip, Inc. DBA Kwik Trip #162 In The City Of Otsego

Daleiden moved to approve the Tobacco License, seconded by Husom, and carried 5-0.

Recount Of Votes Cast For Commissioner District 2, 2016 Primary Election

Hiiivala stated that a recount has been scheduled for 8-18-16 at 1:30 PM. Eight precincts are involved. Vote counts are as follows: Tom Perrault (327); Darek Vetsch (251); and Bradley E. Fyle (247). The difference between the 2nd and 3rd candidates is 4 votes. The total of all votes cast for the office is 825 votes, $4/825 = .0048$. The threshold for a publicly funded recount is $\frac{1}{2}$ of 1% (or .005). A discretionary recount (where the candidate incurs all costs) could have been requested. This was provided as an informational item.

9:30A.M. PUBLIC HEARING - AMENDMENTS TO THE SUPPORTIVE CARE ORDINANCE

Proposed Supportive Care Ordinance Amendments, Ordinance Amendment No. 16-4

At 9:34 A.M., Sawatzke opened the Public Hearing to take comment on proposed amendments to the Ordinance. The proposed amendments change the assessment processes and other procedures used by Wright County HHS (Health & Human Services) and Planning & Zoning. Greg Kryzer, Assistant County Attorney, stated one of the township responses included a suggested change from 60 to 90 days for removal of dwellings. As no public comment was received at the Meeting, the Public Hearing closed at 9:37 A.M.

Potter moved to approve Ordinance Amendment No. 16-4, seconded by Husom. The motion carried 5-0.

ORDINANCE AMENDMENT NUMBER 16-4**THE COUNTY BOARD OF WRIGHT COUNTY HEREBY ORDAINS:****AMENDMENTS TO THE WRIGHT COUNTY RESTATED AND REVISED CODE**

Article I – Supportive Care

§ 30.01 FINDINGS.

The County Board of Commissioners finds:

- (A) A crisis for the care of frail, elderly and disabled individuals exists;
- (B) For many individuals, there are no economically reasonable means of addressing their health care problems;
- (C) The temporary placement of mobile homes, as defined by the County Zoning Ordinance, within a reasonable proximity to other family members, will permit some individuals home health care in lieu of institutionalization;
- (D) Without supportive home health care, some individuals are at risk of institutionalization;
- (E) The temporary nature of such auxiliary housing will have minimal impact upon the public health, safety, order, convenience and general welfare of the county as it relates to the arrangement of buildings on lots and density of population; and (F) The County Board of Commissioners, as opposed to the County Health & Human Services Board, is uniquely situated so as to more appropriately deal with this unique aspect of the continuum of health care and support for the elderly in the county.
(Ord. passed 11-10-1998)

§ 30.02 PURPOSES.

The purposes of this chapter are to:

- (A) Provide adequate health care and maintenance to frail, elderly or disabled persons while maintaining the family unit; and
- (B) Provide adequate health care and maintenance to frail, elderly or disabled persons at minimal cost to the individual and society.
(Ord. passed 11-10-1998)

§ 30.03 CONDITIONAL USE.

Notwithstanding the provisions of any other law to the contrary, the County Board of Commissioners may authorize the temporary placement of mobile home, as defined by the County Zoning Ordinance, upon any parcel within the unincorporated areas of the county, except in the R-1 Zone, for the use and habitation of persons found to meet the eligibility factors set forth by this chapter.
(Ord. passed 11-10-1998)

§ 30.04 ~~APPLICATION REQUEST~~ PROCEDURE.

~~(A) Application for a permit shall be made to the County Human Services Agency.~~

~~(B)~~ (A) Initial requests from a community member for placement of a mobile home for supportive care shall be directed to Health & Human Services. The County Health & Human Services Agency shall initiate an

~~assessment of need. the standard home care assessment by the Agency's screening team. Following an assessment indicating a need by Health & Human Services, notice of the need for onsite property inspection shall be made. The application shall also be referred to the County Office of Planning and Zoning for the purpose of an on-site inspection of the property.~~

~~(C) (B) The request may application shall include a release allowing for disclosure of necessary medical information signed by the individual(s) requesting assistance or the responsible party, intending to reside in the temporary structure.~~

~~(D) (C) A fee shall be paid at the time the request is made. The applicant shall pay a fee at the time of application based upon the Health & Human Services Agency's sliding fee scale and the Agency's standard assessment fee for the cost of the assessment. unless a third party payer will be responsible for the costs. The standard assessment fee shall be established by resolution of the County Human Services Board.~~ (E) (D)

The County Office of Planning and Zoning shall cause a notice of the intended placement to be sent by regular mail to all persons residing within 500 feet of the proposed structure and to the affected township.

~~(F) (E) Any persons receiving notice may, within ten days of receiving said notice:~~

(1) Submit written comment to the County Board of Commissioners through County Administration for its consideration; and

(2) Request a public hearing before the County Board of Commissioners.
(Ord. passed 11-10-1998)

§ 30.05 HOME CARE ASSESSMENT PROCESS.

(A) Health & Human Services ~~The Agency's screening team~~ shall initiate the home care assessment process within twenty-one ~~five~~ working days from the time of receipt of the request ~~application~~.

(B) The individual requesting assistance and affected ~~Affected~~ family members will be expected to be present and participate in the home care assessment.

(C) Public Health will conduct an assessment to determine an individual's need for a supportive care environment based on the individual's needs. ~~The Agency's standard home care assessment process shall be used, following that used for the pre-admission screening program.~~

(D) Following the assessment, the Health & Human Services ~~Agency's screening team~~ shall explain to individual(s) requesting assistance ~~requiring care~~ and to the affected family members all resources available in the community for appropriate supportive care.

(E) Health & Human Services ~~The Agency's screening team~~ shall notify the applicant, County Administration, ~~and the County Office of Planning and Zoning~~ in writing of its recommendation following the assessment.
(Ord. passed 11-10-1998)

§ 30.06 ON-SITE INSPECTION PROCESS.

(A) The County Office of Planning and Zoning shall conduct an on-site inspection and submit its findings to the County Board of Commissioners.

(B) The proposed structure and its placement shall meet the following minimal requirements:

(1) Compliance with the ~~Uniform~~ Building Code or manufactured home construction and safety standards promulgated by the United States Department of Housing and Urban Development;

(2) Approved septic system or holding tank; and

- (3) Compliance with road and property line set backs unless a variance is obtained.
(Ord. passed 11-10-1998)

§ 30.07 CONSIDERATION BY BOARD OF COMMISSIONERS.

- (A) In the event that a public hearing is requested by any of the persons who receive notice pursuant to § 30.04(E) of this chapter, notice of such hearing shall be mailed to said persons requesting a hearing at least five days in advance of the hearing.
- (B) Health & Human Services ~~The Agency's screening team~~ shall submit a summary of the ~~standard home care~~ assessment results and the ~~team's~~ recommendation to the County Board of Commissioners and the County Office of Planning and Zoning.
- (C) The County Office of Planning and Zoning shall submit a report to the County Board of Commissioners regarding compliance with the requirements set out in § 30.06(B) of this chapter.
- (D) The County Board of Commissioners shall grant approval allowing the temporary placement of a structure under this subchapter ~~only~~ if:
- (1) The Board of Commissioners finds that there is a ~~medical~~ need and that placement of a temporary structure is a the only viable alternative to institutionalization of a frail, elderly or disabled person;
 - (2) The Board of Commissioners finds that the proposed structure and its placement meet the requirements set out in § 30.06(B) of this chapter; and
 - (3) The Board of Commissioners finds that the placement of a temporary structure will not be injurious to the use and enjoyment of other property in the immediate vicinity, nor will it substantially diminish and impair property values within the immediate vicinity.
- (E) In issuing a permit under this subchapter, the Board of Commissioners may make the permit subject to such other conditions as the Board of Commissioners may deem appropriate.
(Ord. passed 11-10-1998)

§ 30.08 PERIODIC REVIEW.

- (A) Health & Human Services ~~This Agency's screening team~~ shall conduct an annual reassessment, or conduct an assessment based on a change in the permit holder's circumstance when noticed by the permit holder. ~~a standard home care assessment not less than once every 12 months.~~
- (B) ~~(1)~~ The permit holder shall pay an annual fee for this assessment, based upon Health & Human Services' ~~the Agency's~~ sliding fee scale.
- ~~(2) The annual fee shall be established by resolution of the County Human Services Board.~~
- (C) Health & Human Service ~~The Agency's screening team~~ shall notify the County Board of Commissioners and the County Office of Planning and Zoning upon a finding that the placement of the temporary structure is no longer necessary or appropriate.
(Ord. passed 11-10-1998)

§ 30.09 REMOVAL OF DWELLING.

- (A) Any permit granted pursuant to this subchapter shall become null and void upon a finding by the Board of Commissioners that:
- (1) The need for which the permit was granted no longer exists;

- (2) The need of the individual(s) requiring care is not being adequately met by the placement; or
 - (3) The permit holder has failed to comply with the conditions set forth within the permit.
- (B) The structure shall be removed from the property by the permit holder within 60 days of termination of the permit.
(Ord. passed 11-10-1998)

Enacting Clause

This ordinance shall amend the Code of Ordinance of Wright County, Minnesota. This ordinance shall be in effect upon passage and publication.

(End of Ordinance Amendment 16-4)

Resolution And Ordinance For Opting Out Of Minnesota Statute, Section 394.307, Resolution No. 16-44 And Ordinance Amendment No. 16-5

The resolution and proposed amendment allows Wright County to opt out of provisions under Minnesota Statute §394.307 (2016) which regulates the placement of Temporary Family Health Care Dwellings. Kryzer explained the County will opt out because of the local control allowed through its Ordinance. He stated that State Statute requires a resolution to do so. Staff is recommending the ordinance amendment as well for record purposes.

Daleiden moved to adopt Resolution #16-44, seconded by Borrell. The motion carried 5-0 on a roll call vote.

RESOLUTION OPTING-OUT OF THE REQUIREMENTS OF MINNESOTA STATUTES, SECTION 394.307

WHEREAS, on May 12, 2016, the Governor of Minnesota signed into law Chapter 111 of the 89th Legislature of the State of Minnesota establishing definitions and requirements for Temporary Family Health Care Dwellings, which was introduced during the 2016 legislature session as Senate File 2555 and House File 2497; and

WHEREAS, Chapter 111 amends Minnesota Statute § 394 which regulates county permitting and zoning processes by establishing new rules for the placement of Temporary Family Health Care Dwellings on residential property; and

WHEREAS, the Minnesota Association of County Planning and Zoning Administrators, the professional association for county planning and zoning staff in Minnesota, supports the concept of Temporary Family Health Care Dwellings; and

WHEREAS, Wright County regulates and permits temporary structures for the support of frail, elderly, and disabled persons under Chapter 30 of the Wright County Code of Ordinances; and

WHEREAS, Chapter 111 erodes local control of the permitting process; limiting a county's ability to foster and guide development, and placing undue burden on county staff to forego standard permitting practices; and

WHEREAS, it is the intent of the Wright County Board of Commissioners to protect the public health, safety, and general welfare of County residents and the environment of the County; and

WHEREAS, subdivision 9 of Minnesota Statute § 394.307 allows a county to "opt-out" of the regulations through the passage of a county board resolution; now therefore,

BE IT RESOLVED, Wright County elects to regulate Temporary Family Health Care Dwellings through already existing permitting standards of the Wright County Code of Ordinances; and

BE IT RESOLVED, pursuant to authority granted by Minnesota Statutes, Section 394.307, Subdivision 9, the County of Wright opts-out of the requirements of Minnesota Statute 394.307, which defines and regulates Temporary Family Health Care Dwellings.

(End of Resolution 16-44)

Daleiden moved to approve Ordinance Amendment 16-5, seconded by Husom. Kryzer suggested opening the Public Hearing for public comment on this Ordinance Amendment. The Public Hearing was opened at 9:40 A.M. with no public comment received. The Public Hearing closed at 9:41 A.M. The motion carried 5-0 to adopt Ordinance Amendment 16-5.

**ORDINANCE NO. 16-5
COUNTY OF WRIGHT**

**AN ORDINANCE OPTING-OUT OF
THE REQUIREMENTS OF
MINNESOTA STATUTES, SECTION 394.307**

WHEREAS, on May 12, 2016, Governor Dayton signed into law the creation and regulation of temporary family health care dwellings, codified at Minn. Stat. § 394.307, which permit and regulate temporary family health care dwellings;

WHEREAS, subdivision 9 of Minn. Stat. §394.307 allows Counties to “opt out” of those regulations;
The County Board of Wright County Hereby Ordains:
Article 1, Sec. 1.

The Wright County Code of Ordinances is amended as follows:

Insert: § 30.10 OPT-OUT OF MINNESOTA STATUTES, SECTION 394.307:

Pursuant to authority granted by Minnesota Statutes, Section 394.307, subdivision 9, the County of Wright opts-out of the requirements of Minn. Stat. § 394.307, which defines and regulates Temporary Family Health Care Dwellings.

This Ordinance shall be effective immediately upon its passage and publication.

(End of Ordinance Amendment 16-5)

VIRGIL HAWKINS, HIGHWAY ENGINEER

Approve Agreement 16-55 for Bridge Funding - Woodland Township

This relates to the replacement of the Woodland Township Bridge No. L8124 (60th St. SW) using Township Bridge Program Funding. The Agreement outlines the funding participation, construction, and maintenance responsibilities between Woodland Township and the County. The project meets the eligibility requirements of the Township Bridge Program. Daleiden moved to approve the Agreement, seconded by Potter. The motion carried 5-0.

Approve Agreement No. 1026228 with MnDOT for Safety Funds, Resolution

The Agreement allows MnDOT to act as principal coordinator for the County Road Safety Plan update. The update is estimated at \$100,000 paid with 80% federal funds and \$20,000 County funds. Hawkins stated the funding will be included in next year’s budget. The Safety Plan was completed 7 years ago and safety projects system wide have been done. The study will identify projects that are not included in the Plan. Once identified, safety funding can be applied for. Daleiden moved to adopt Resolution #16-45, seconded by Potter. The motion carried 5-0 on a roll call vote.

Revoke Designation CSAH 37 and redesignate as CR 137, Resolution

This is in accordance with the agreement between Wright County and the Cities of Albertville, Otsego, and St. Michael and subject to completion of 70th Street. Husom moved to adopt Resolution #16-46, seconded by Potter, and carried 5-0 on a roll call vote.

Redesignate CSAH 37 and 70th Street at CSAH 38, Resolution

This is per the agreement with the Cities of Albertville, Otsego and St. Michael. Potter moved to adopt Resolution #16-47, seconded by Husom. The motion carried 5-0 on a roll call vote.

MARC MATTICE, PARKS & RECREATIONReview & Take Appropriate Action On Park Commission Recommendations From 7-18-16 Wright County Parks Commission MeetingA) Approve recommendation to host the Annual Waterfowl Hunt for Disabled Veterans at Robert Ney Regional Park on Saturday, 10-08-16

Daleiden moved to approve, seconded by Potter, and carried 5-0.

Authorize Signatures On Joint Powers Agreement Between Wright County & Stearns County Related To A Cooperative Outdoor Recreation/Environmental Education Program As Funded Through The Greater Minnesota Regional Parks & Trails Commission Park Legacy Grant Program

Mattice provided a copy of a draft resolution that Stearns County would like passed with approval of the Joint Powers Agreement (JPA). This is a pilot project and grant funding is for two years. There is no County match. Daleiden moved to approve the JPA with Stearns County, seconded by Potter. The motion carried 5-0. Daleiden moved to adopt Resolution 16-48 approving the JPA with Stearns County, seconded by Potter. The motion carried 5-0 on a roll call vote.

GREG KRYZER, ASSISTANT COUNTY ATTORNEYAuthorize funding to remove brush/trees from Mississippi River Levee in Otsego, MN

Kryzer requested approval of quote received from Tri-County Tree Service at a cost of \$7,500. This involves 26 parcels with an extensive amount of brush on the dike. The County owns a parcel to the north of the levee and the quote would not include that area. Daleiden stated the quote relates to work on the dike itself. Sawatzke inquired as to why the dike has not been sprayed by the Highway Department as has been done in the past. Kryzer responded that spraying was not completed for a period of time due to the lack easements to all of the parcels. The Corp of Engineers indicated if the County did not have all of the easements, they would decommission the levy and it would be off the federal roles. Kryzer said that was subsequently done but it takes an act of Congress to decommission the levee. Sawatzke thought the County would have a prescriptive easement because it has always been sprayed. Kryzer said that does not apply as this is Torrens property. He said the property will be sprayed next year. Daleiden moved to approve the quote from Tri-County Tree Service for \$7,500 with funding from Budget 100, Site Improvements. The motion was seconded by Potter and carried 5-0.

ITEMS FOR CONSIDERATION**8-10-16 BUILDING COMMITTEE MINUTES**

At today's County Board Meeting, Potter moved to approve the Building Committee Minutes and recommendations, seconded by Daleiden, and carried 5-0. Four dates of other court facilities are being planned. The Building Committee Minutes follow:

I. Courtroom Bench Remodel Designs

An August 5th, 2016 letter from Judge McPherson about the bench remodel designs in courtrooms 1, 2, and 5 was discussed amongst Potter, Daleiden, Kelly, and Wilczek. In the letter, it is stated that "...the proposed changes to courtroom 1 have significant problems associated with them." And "The proposed courtroom 1 design is not suitable." But, because of the high potential cost of alternative solutions which better resolve security, ergonomic, and site line issues, the letter indicated an intention to put the courtroom 1 modifications on hold. It was stated by Wilczek that staff at Wold Architects were researching the availability of both the furniture & millwork options but hadn't communicated back as of yet with what they found. Wilczek indicated he will follow up with them.

Recommendation:

Daleiden and Potter recommended continuing to move forward with the project and completing the work to courtrooms 2 & 5. With the reduction in scope, the cost likely will be significantly less than the previously approved not to exceed amount of \$60,000.

8-10-16 Building Committee Minutes (cont.):**II. Modification To The Human Services Center Room 127**

Wilczek provided an update on the status of the room 127's north emergency exit door and moveable partition. The partition project is awaiting delivery of materials and the door will be completed at the same time as the wall. Delivery is expected in roughly 4 or 5 weeks.

III. Modification To The Human Services Center Room 127 (cont.)

Recommendation:

Update only, no recommendation.

IV. Annex Restroom

Wilczek provided an update on the project and the status of the architect's work. Sample color schemes, tile, countertop, and partition ideas/options were presented. Option A was selected as the most preferred color & material arrangement (with tile RBC BBDR83).

Recommendation:

Daleiden recommended to keep moving forward and present completed drawings & finishes when ready.

V. Public Works Deferred Maintenance & Remodel

Wilczek provided updates on the status of the architect work, the consultant work, and the shop area modifications. The consultant has completed their intrusive material investigation and found the windows to be not thermally broken, the flat roof to generally be in ok condition, and the sloped roof system (with the exception of the heaving areas) mostly functional but of minimal design requirements (low R value, minimal ventilation, etc). There will be a full report of the findings and recommendations delivered in a report, however there is one more level of analysis the consultant recommended that will drive the forthcoming design. Wilczek stated that he was informed by Inspec that it would potentially be an option to leave a majority of the existing sloped roof in place and overlay another system, however the structural strength of the building needs to be analyzed by an engineer to determine if it is an option. If it is not, the current system would need to be removed and a redesign process would begin. A proposal from LSEngineers, Inc for a lump sum fee of \$2,000 to complete the engineering scope was presented by Wilczek. Potter & Daleiden discussed the proposal and the options to complete or not. Ultimately, it was determined that it is important to complete the work in understanding what our next step options are. One option would be to skip the engineer work and move forward with design of a new system, but Wilczek said the consultant informed him there would potentially be a 40-50% savings on the project if the existing remained in place.

The latest architectural design from Nelson for the remodel of the Public Works interior was presented by Wilczek and discussed by Daleiden, Potter, and Kelly. The new exterior door on the south side of the building was pointed out by Wilczek and the option of putting an emergency exit door in the backside of the new conference room (into the surveyor office area) was presented as an alternative. One of the two doors will be needed for code compliance. It was questioned by Daleiden why another sink had to be added in the restroom, and it is a result of occupancy code compliance. By adding a relatively large conference room, the potential occupancy goes up and requires the additional work. Other design elements were agreed to be reasonable.

Wilczek noted that Marc Mattice submitted for a permit and is moving forward with the installation of two previously approved overhead doors. One of them is in the west wall of the vehicle service area and the other will connect the wood and metal shops.

Recommendation:

It was recommended by Potter and Daleiden to move forward with the engineering analysis of the structural support and continue with the architectural work in creating construction bid documents for the building.

VI. Compost Facility Storm Damage Repair

Wilczek provided an update on the site and the engineering review. The review was completed by TKDA (the original firm who worked on the site design) on Tuesday, July 26 and has delivered their written report. It was

8-10-16 Building Committee Minutes (cont.):

noted that there is significant corrosion to all wall panels and girts, limited corrosion to the trusses, significant corrosion to the roof purlins, evidence of the roof system leaking, and generally mild or no corrosion to the vertical wall columns. Wilczek stated the report has been submitted to MCIT by Tim Dahl and they are reviewing. When they respond with their assessment of the damage and value for repair, more discussion will be needed by Wright County to develop a plan for the site. TKDA notes the estimate to replace the wall system & overhead doors at \$109,000 and the roof at \$140,000. Stephens commented that it would be good to keep the structure functional but there would potentially be ways to operate without it. Potter raised the question to Stephens about potential use of the Fine Treatments Building, and it was pointed out there is equipment still in place that would have to be removed. Hoffman noted that the site also is used by Law Enforcement Officers for vehicle training and the asphalt is in need of repair. Potter and Hoffman recalled it was in the range of \$80,000 when last priced/estimated.

Recommendation:

It was recommended by Potter and Daleiden to wait for the MCIT response and have discussions about the plans for the site when there is a full understanding of the financial impact.

(End of 8-10-16 Building Committee Minutes)

8-02-16 COMMITTEE OF THE WHOLE MINUTES

At today's County Board Meeting, Daleiden moved to approve the Minutes. The motion was seconded by Borrell and carried unanimously. The COTW Minutes follow:

I. Strategic Planning

Kelly provided a draft letter to the Board members for their review, per their recommendation from the previous meeting of July 12, 2016. The letter identifies the Board's expectations for Department Heads to attend Leadership Team meetings and requires that technology projects be vetted through the Technology Committee. Some revisions were suggested to Kelly; he will revise the letter and forward it onto the Department Heads.

The current Mission Statement and the three proposed options from the Leadership Retreat were reviewed. The Board members came to a consensus that they preferred option 3 *"Wright County will provide its Citizens with responsive government and quality services in a fiscally responsible manner through innovation, leadership, and dedication."* This will be presented at a County Board meeting for formal adoption.

Kelly brought forward the five strategic goals that from the Leadership Retreat, and suggested that they focus on only one goal per meeting.

Goals #1 "To continue to provide quality public services with limited resources"

Kelly identified an implementation plan, which identifies strategies, tasks, responsible group or department, and the timeframe for implementation. The following were reviewed and discussed.

- Support continuous improvement and streamlining of operations, by assessing the effectiveness of the current County structures and processes, and pursue standardization and coordination where appropriate, both roles of both the County Board and Administration.
- Department heads and Administration shall continually seek best practices and partnerships opportunities through both County and professional organizations, as well as expand the use of Lean methodologies.
- Investigate and leverage new technologies to improve efficiencies and reduce costs.
- Promote customer service initiatives by means of providing customers service training for our employees; improve our online access and services to the public, and improve our building signage for customers to be able to find the service(s) they are seeking.

The next meeting was proposed for August 22, 2016. Kelly stated that he will need to coordinate it with the budget meeting schedule.

Recommendation: To adopt new mission statement.

(End of 8-02-16 COTW Minutes)

8-10-16 WAYS & MEANS COMMITTEE MINUTES

At today's County Board Meeting, Husom moved to approve the Minutes and recommendations, seconded by Daleiden, and carried 5-0. The Minutes follow:

I. Conveyance of Parcel in Franklin Township

Kelly stated the County received a 1/6th interest in a parcel of land in Franklin Township through the settlement of a will. He was contacted by Dick Grinley, an attorney from Delano, who is representing the other owners with a shared interest in the parcel. Grinley inquired as to the County's plans for this parcel and asked if the County would be willing to convey or sell their partial interest in the property. Sawatzke asked if the will specified the reason the interest in the parcel was conveyed to the County. Asleson did not know, but will inquire with Grinley.

Asleson stated that there are a few ways that the County's interest in the parcel could be handled. Sawatzke felt that the County would need to sell their interest in the property. Asleson had not spoken to the Assessors office as to the value of the property. He will gather this information before responding to Grinley.

Recommendation: Asleson will contact Mr. Grinley for additional information and to discuss the sale of the County's interest in the property.

(End of 8-10-16 Ways & Means Committee Minutes)

SCHEDULE BUDGET COMMITTEE OF THE WHOLE SESSIONS

On a motion by Daleiden, second by Potter, all voted to approve the Budget Committee Of The Whole schedule as presented.

ADVISORY COMMITTEE / ADVISORY BOARD UPDATES

1. Solar Group. Sawatzke and Borrell attended a meeting on 8-12-16. Borrell stated the County will have a solar ordinance but individual townships can have a more restrictive ordinance. He viewed this as a breakthrough, as some townships have embraced solar and others are not as supportive. Potter stated that Xcel Energy has taken down the second set of utility poles at the solar farm on Eaken Avenue. The new poles have been moved as well.
2. Regional Active Living Group. Potter said the group includes Wright, Benton, Sherburne and Stearns Counties and focuses on healthy activities including walking, biking and health living. Quarterly meetings are held in Becker. The TAP Program was discussed. Applications for funding are being taken in September. He said Hawkins and Mattice are aware of the Program.
3. I-94 Corridor Coalition. Potter attended an I-94 meeting on 8-11-15 where a session update was given. The County Transportation Investment Board includes five metro counties. Anoka and Dakota may opt out because of the lack of benefits to them. An update from the Secretary of Transportation was part of an I-94 meeting in Duluth. Discussed was the Fast Lane of the Fast Act and Rebranding.
4. Pelican Lake Tour. Sawatzke attended the Tour on 8-03-16. The pump is operational. The Tour included information from the DNR and federal government are trying to accomplish with their project and a tour of properties.
5. Owners Committee. Sawatzke said there are a few large outstanding issues. There are problems with the overhead doors being installed incorrectly and water is entering the building. Aluminum thresholds are being considered below the doors and this could be a maintenance problem in the future. This is being considered as the elevation was not correctly done. Other issues include the roof and troughs. Potter said it will be important for options to be presented at the next Owners Committee Meeting by Ken Francois.
6. Wright Hennepin Solar Field. Sawatzke said Wright Hennepin has completed the first large-scale solar field in Rockford Township. Borrell said another is going up near Atwater.

The meeting adjourned at 10:48 A.M.

WRIGHT COUNTY REQUEST FOR BOARD ACTION

_____ BOARD MEETING DATE: 8/23/16__ CONSENT AGENDA: __X__

AMT. OF TIME REQUIRED: _____ ITEM FOR CONSIDERATION: _____

<p><u>ADMINISTRATION</u> ORIGINATING DEPARTMENT/SERVICE</p> <p>X Sunny M. Hesse _____ REQUESTOR'S SIGNATURE</p> <p>_____ REVIEWED BY/DATE</p>	<p>BOARD ACTION REQUESTED: Refer to Personnel Committee (8/24/16) – review request to reclassify Sr. Engineering Technician – Traffic to Traffic Engineer.</p>
--	---

BACKGROUND/JUSTIFICATION:
Current Sr. Engineering Technician - Traffic retiring on September 8 after 40 years. Warranted review of job description and duties prior to posting for replacement.

	<p>COUNTY ATTORNEY REVIEW DATE:</p>	<p>FINANCIAL IMPLICATIONS: \$ _____</p>
<p>COUNTY COORDINATOR/DATE:</p>	<p>ADMINISTRATIVE RECOMMENDATION: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DENIAL <input type="checkbox"/> NO RECOMMENDATION</p>	<p>BUDGETED: _____ YES NO</p> <p>FUNDING: _____ LEVY OTHER</p>

<p>COMMENTS:</p>	<p>COMMENTS:</p>
-------------------------	-------------------------

LEASE AGREEMENT

This Lease Agreement is made by and between Wright County (hereinafter County) and Independent School District 877 (hereinafter District 877).

In consideration of the mutual covenants contained herein, the parties hereby agree as follows:

1. Lease of Property. The County hereby leases to District 877, 1,945 gross square feet of space in the Wright County Government Center.
2. Term. The Lease Agreement is for the months August 15, ~~2015~~2016 through June 15, ~~2016~~2017.
3. Lease Payment.
 - A. Wright County Court Services District 877 hereby agrees to pay the sum of \$26,744.00 for the leased space. One half (\$13,372) shall be due by August 15, ~~2015~~2016, with the second half payment (\$13,372) due by January 15, ~~2016~~2017.
 - ~~B.~~ District 877 hereby agrees to reimburse Wright County Court Services for one half of the annual rent (\$13,372) due and payable by January 15, 2017.
4. Use of Subject Property. District 877 shall have the right to use the leased space for the "wRight Choice" Program. The space shall be available from 7:30 A.M. to 4:30 P.M., Monday through Friday; excluding holidays observed by the County. The leased space shall not be used for any other activity. It is hereby agreed that there will be no more than ten (10) students in the leased space. They must be supervised at all times.
5. Card Key Access. Employees of District 877 will be required to carry a Card Key Access issued by the Wright County Administration Department. It is only to be used by the individual to whom the card is issued. Staff substitutes will have to report to the Administration Department the morning they are to work to receive a "Temporary" card. All student participants in the Program will be required to use the front entrance to the Wright County Government Center and shall be required to pass through Security located on the second floor in Court Administration before proceeding to the wRight Choice location.
6. Liability/Indemnification. District 877 shall indemnify and hold the County harmless from all liability, claims or actions related to injury or damage to person or property that may, in any manner, result from or arise out of use of Wright County property under this Agreement.

7. Insurance. District 877 shall maintain the following insurance products: Commercial General Liability with minimum limits of \$1,500,000 each occurrence, \$3,000,000 General Aggregate; Auto Liability with minimum limits of \$1,500,000 combined single limit (CSL); Worker’s Compensation and Employer’s Liability with minimum limits of bodily injury by accident: \$500,000 bodily injury by disease: \$500,000 each employee, bodily injury by disease: \$500,000 policy limit; Professional Liability with minimum limits of \$2,000,000 per wrongful act or occurrence, \$4,000,000 annual aggregate. District 877 shall furnish an original Certificate of Insurance as evidence of required coverage prior to this lease becoming effective. Wright County shall be named as Additional Insured on all except Worker’s Compensation and Professional Liability.

8. Termination. This Agreement shall terminate automatically upon expiration of its term as provided in Section 2 above. In addition, either party may terminate this Agreement by providing written notice at least thirty (30) days prior to the intended termination date. In the event District 877 fails to keep the specified insurance coverage in effect during the term of the agreement the County has the right to terminate the agreement by providing written notice at least ten (10) days prior to the intended termination date.

9. Amendment. All negotiations, considerations and understandings between the parties are incorporated herein. This Agreement may be modified or amended only by a written amendment signed by representatives of both parties.

IN WITNESS WHEREOF, the parties hereto have executed this instrument the day and year indicated below.

INDEPENDENT SCHOOL DISTRICT 877

COUNTY OF WRIGHT

BY: _____
 Gary Kawlewski
 Director of Finance and Operations

BY: _____
~~Michael Potter~~ Patrick Sawatzke
 Board Chair

By: _____
Mike MacMillan
Court Services Director

BY: _____
 Lee Kelly
 County Coordinator

DATE: _____

DATE: _____

DRAFT

WRIGHT COUNTY REQUEST FOR BOARD ACTION

Req. Agenda Time:		Board Meeting Date:	8-23-2016	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 \$1,372,607.11 with 224 Vendors and 425 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: 08-23-16 Consent Agenda Yes
Amt of Time Required: _____ Item for Consideration: _____

Sheriff's Office

BOARD ACTION REQUESTED:

Originating Department

Request position replacement for 1 communications officer.

Requestor's Signature

Reviewed by/date

BACKGROUND/JUSTIFICATION:

Request position replacement for 1 communications officer due to the resignation of Jody Wells effective, September 5th.

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:

Funding:

COMMENTS:

COMMENTS:

ELECTRIC EASEMENT

KNOW ALL BY THESE PRESENTS, That the undersigned, hereinafter called “Grantor”, in consideration of the sum of \$1.00 and other good and valuable consideration in hand paid by **NORTHERN STATES POWER COMPANY**, a Minnesota Corporation, d/b/a Xcel Energy, the receipt and sufficiency whereof is hereby acknowledged, do hereby, grant unto said Company its successors and assigns, hereinafter called “Grantee”, an easement with the right, privilege and authority to excavate for, construct, install, mark, inspect, operate, repair, alter, replace, reconstruct, remove and maintain its facilities for the transmission and distribution of electrical energy, including the necessary poles, wires, guys, stubs, electric cables, conduits, vaults, pedestals, manholes and facilities related and appurtenant thereto, over, across, under and upon the following described land situated in the County of **Wright**, State of Minnesota, (hereinafter called “Premises”) to-wit:

Outlot A, Woodhill Ridge 2nd Addition, Section 20, Township 119, Range 24.

Except for the right of access, tree trimming and temporary working area, said easement shall be limited to that part of the Premises (hereinafter called “Easement Area”) described as follows:

The North 10.00 feet of the above described Premises.

The grant of easement herein contained shall also include the right of reasonable access to said easement across the Premises for the purpose of exercising the rights granted herein, together with the right to remove from Easement Area any structure, trees, shrubbery, or other object or obstruction which in Grantee’s opinion interferes with said facilities or the removal of which may be reasonably necessary for the construction or maintenance thereof. The grant of easement herein contained shall also include the right of reasonable use of the Premises adjacent to the Easement Area by Grantee for tree trimming purposes and for temporary construction area during construction, repair or replacement of said electric facilities.

Except as otherwise provided herein or in any Underground Distribution Agreement between the Grantor and Grantee covering the above described Premises, Grantee shall, after installation of the above described electrical facilities, or after the exercise of any rights granted herein, restore the lands subject to this easement to as near their original condition as is reasonably possible and remove therefrom all debris, spoils, and equipment resulting from or used in connection with said installation.

Grantor further agrees that no structure or obstruction will be erected or permitted or any trees planted on or within said Easement Area, that Grantor will not change the ground elevation thereof

without the written consent of Grantee, or perform any act which will interfere with or endanger said electrical facilities.

The grant herein contained shall also include the right of Grantee to permit the joint use of overhead facilities and joint undergrounding with public utility and cable television companies.

Grantor covenants with Grantee, its successors and assigns, that Grantor is the owner of the above described premises and has the right to sell and convey an easement in the manner and form aforesaid.

This instrument and the covenants and agreements contained herein are binding upon the Grantor, his personal representatives, heirs, successors and assigns.

The Grantor agrees to execute and deliver to NSP, at NSP's cost, without additional compensation any additional documents needed to correct the legal description of the easement area to conform to the right of way actually occupied by the electric lines.

It is mutually understood and agreed that this instrument covers all the agreements and stipulations between the parties and that no representation or statements, verbal or written, have been made modifying, adding to or changing the terms hereof.

This instrument is exempt from the Minnesota Deed Tax.

SIGNATURE PAGE FOLLOWS

Bid Tabulation

County Board Meeting: August 16, 2016

Vendor:	County Ditch 10	Joint Ditch 4
Blackstone Contractors, LLC		\$ 44,550.00
Van Heuveln General Contracting, LLC		\$ 17,500.00
Kotila Excavating		\$ 18,379.00
Consolidated Landcare, Inc.		\$ 17,900.00
Ed Rettman Jr. Excavating		\$ 13,750.00
Wuetherich Drainage Inc.		\$ 15,435.00
Blackstone Contractors, LLC	\$ 72,550.00	
Kivisto West Tree Service	\$ 22,480.00	
Van Heuveln General Contracting, LLC	\$ 21,000.00	
Wuetherich Drainage, Inc.	\$ 34,125.00	
Consolidated Landcare, Inc.	\$ 15,400.00	



CONSOLIDATED
LANDCARE INC

PROPOSAL = AGREEMENT

Date: 8/11/2016

Submitted To:
Wright County
10 2nd Street NW
Buffalo, MN 55313
763-682-7578

Submitted By:
Josh
Consolidated Landcare, Inc.
P.O. Box 156
Delano, MN 55328
Phone: (763) 267-7390

Proposed Scope of Supply

Bid for Repair of County Ditch 10

Removal of approximately 2050 ft of trees in ditch and from edge of ditch back 16 ft. We will remove brush and trees in creek bed.

We will follow specifications sheet. We will haul away brush and trees. As long as the landowners are willing to cooperate and allow us access and a staging area. We will have project complete in the 2016 year.

Proposal Price

Fifteen thousand four hundred dollars
\$15,400.00

Payment Terms

Final payment due no more than 10 days after completion of project.
Jobs lasting more than 5 days require 50% downpayment.

General Terms and Conditions

Terms and Conditions according to Consolidated Landscape, Inc. standard contract terms.

1. Price does not include Prevailing Wage Rates and Field Security.
2. Trash and/or Demolition remains will be bagged and disposed of in a customer supplied dumpster unless otherwise agreed on.
3. Department of Health variance may be required and is the sole responsibility of the Owner or General Contractor.
4. Price is not inclusive of an on site storage or container fees unless otherwise noted.
5. Pebble Flex is only installed on horizontal surfaces.
6. All Permits and/or fees are the sole responsibility of the Owner or General Contractor.
7. Customer is responsible to provide an adequate dumpster on site if required.

Customer Satisfaction Terms

You will supply all contact information so we can do a walk through and get a sign-off from the customer .

This proposal is valid for thirty (30) days.

Buyer

Selfer

Signature
[Name]
[Date]

Signature
Josh
8/12/2016

Statement - In Account With

ED RETTMAN JR. EXCAVATING

564 Hassan St. S.E. Hutchinson, MN 55350

PHONES: (320) 587-7733, RES. (320) 587-6766, CELL PHONE (320) 894-6021

M Wright Co Drainage
Buffalo
Mn

We Move The Earth To Please

8/12/16			
Clean ditch 16-008			
3400ft	\$	6800	00
Trees		5350	00
Field Crossing Steelpipe		1600	00
	\$	13750	00
County Ditch Repair			
P#4			
JD#4			
Thank you			
Ed			

All accounts due 10 days after billing. 30 days after completion account will be turned over for collection. It is further agreed that the customer shall pay a reasonable fee in case this bill is collected by suit.

WRIGHT COUNTY

REQUEST FOR BOARD ACTION

Req. Agenda Time:	9:05	Board Meeting Date:	8-23-2016	Consent Agenda:	
Amt. of Time Required:	2 min.	Item For Consideration:			
Auditor-Treasurer's Office		Board Action Requested:			
Originating Department/Service		Informational Item: Update of Recount for Commissioner District 2.			
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:		

RESOLUTION 16-

WHEREAS The Wright County Auditor/Treasurer is preparing for a public sale of tax-forfeited real property on October 4, 2016; and

WHEREAS Several of the parcels slated for public sale contained personal property left behind by the previous owners; and

WHEREAS The previous owners have been notified to remove any personal property they wish to retain; and

WHEREAS Abandoned personal property remains on several of the parcels scheduled for sale, including but not limited to the following parcels:

118-034-002270	8304 Needham Ave. NE	City of Otsego
----------------	----------------------	----------------

155-033-001040	7 Fairway Drive	City of Monticello
----------------	-----------------	--------------------

NOW, THEREFORE, BE IT RESOLVED, That the Wright County Board of Commissioners hereby approves of the seizure and sale of personal property which has been abandoned on tax-forfeited real property scheduled for sale, and authorizes the sale or disposal of said property, as deemed appropriate by the Auditor-Treasurer.

CAPITAL IMPROVEMENT/FINANCE COMMITTEE
MINUTES
August 10, 2016

MEMBERS PRESENT: Daleiden, Sawatzke, L. Kelly and Vergin
MEMBERS ABSENT: Hiivala, and T. Kelly
OTHERS PRESENT: Tagarro, C. Nelson, Strobel, Hoffman, Young, Rathmanner, Partlow, Wilczek, and West

Overview of Draft 2017-2021 Capital Improvement Plan (Documents attached)

Vergin stated that the CIP serves as a tool to assist in the long range planning and that it communicates the priorities and future needs of the County.

Vergin identified the revisions to the "Wright County Capital Improvement Plan" word document, which includes the introduction, definitions, and explanations of the components of the CIP.

- A revision date has been added
- A section referred to as "The Role of the Technology Committee" has been added. This committee serves as a platform for departments to discuss their needs, and evaluate and prioritize projects. All technology projects will be required to be vetted through this Committee.

CIP Project Spreadsheet

Vergin proceeded to walk the committee through the various sections of the CIP spreadsheet. She informed the Committee that the first column identifies 2015 projects that for some reason or another did not proceed, but are now occurring in 2016; therefore costs have been moved to the 2016 CIP budget. Vergin noted that she would explain that in more detail when they reviewed the Funding spreadsheet. There is also a column that identifies 2016 projects that will not proceed until 2017, that funding will be in the 2017 CIP budget.

The Committee then walked through each section of the CIP, noting that there were representatives from the departments present to answer any questions that the Committee may have.

Enterprise Projects (*Technology projects that have an impact County Wide*)

- The document will be revised to include \$38,000 in 2017 for Wireless Upgrades.
- Network Storage will be adjusted to reflect both the 2015 and 2016 budgets, \$36,000 each, totaling \$72,000, to be funded in 2017, as that work has not yet started.

County Facility/Building Needs

- Hot Water Boilers at LEC, \$335,000 – This project was proposed to occur in 2016, and it is now not being recommended to proceed.
- Annex MUA's at a cost of \$195,000 and Chiller Tower at a cost of \$136,500 both proposed for 2018 are now being proposed to be part of the Courts remodel project.
- The Committee requested that the 2018, 2020 and 2021 budget amounts identified as holding spots be removed.
- Discussed the programmable thermostats that are proposed to be installed at the HHSC yet this year (2016) for \$12,000. Wilczek noted to the Committee that these should only be done if County intends to retain that building for 7+ years. If the building will no longer be used within the next 3 to 4 years, than recommends that this work not be completed.
- Discussed the deferred maintenance and renovation to the existing public works building. Some work is currently proceeding, but possibility that not all of the work proposed for 2016 will be completed, some may

be done in 2017. CIP would be adjusted accordingly

- Caulking and Tuck Pointing – It was noted that Staff should re-evaluate both the timing of the work and what areas that need to be done.

Administration Projects

- This is the first year that Administration has had any department specific projects within the CIP. There was discussion if a “Future Space Study” should be part of the CIP or funded through Professional Services. At this time, it is not included in the CIP.

Assessor

- It was noted that the CAMA project has been pushed out to 2018.

Attorney

- Jworks project is not anticipated to start until 2018.

Auditor/Treasurer

- Property Tax System has been pushed out to 2018, along with the CAMA project.
- OpenGOV – Auditor will be working with other departments to see if this system would be of benefit to them in presenting data and statistics.

Highway

- Nothing new has been added to their CIP, next project will not occur until 2018.

Human Services

- HHS - EDMS project – Christine Partlow questioned unspent funds from a previous year that were not identified in the CIP. Vergin stated that she would meet with Christine to clarify the funding, and if something had been missed Vergin would correct the CIP.
- Mobile Wellness on Wheels – Young provided additional information regarding their proposal to replace the current WOW vehicle. This will be a smaller cargo type van, which will contain equipment necessary to continue to provide services to the public.

Parks

- Questioned if campground improvements could be funded through the campground fees. Harrington responded that he was not clear on that, Mattice would need to clarify that for the Committee.

Recorder

- EDMS project for land records will continue this year and into 2017.

Sheriff

- Body Cameras and Server – Hoffman stated that that they have identified \$250,000 over time, as is it unknown when this will occur. The Sheriff's department is more in a holding pattern to see how the new legislation and public process will unfold.
- 800 MHZ Consoletes, due to their life expectancy are due to be replaced in 2018. The Sheriff's department as identified that they will fund 50% of the replacement through 911 funding, with the other 50% coming from the CIP.

CIP Funding Plan

Vergin stated that the projects are broken down by year and by the funding source that will be used. The last page of the Funding plan begins with year 2015 year-end fund balances for each funding source; it then identifies transfers that have been approved by the Board to fund the CIP; it identifies the anticipated expenditures for 2016 and any additional revenue sources for 2016; thus projecting out a year end fund balance for 2016.

This continues for each year moving forward, identifying proposed transfer amounts to fund CIP projects based on year-end fund balances.

Discussed the inclusion of the Highway Bond / Debt Levy. Vergin noted that the levy is projected at 105% of the debt due, as defined by State Statute. There was discussion if the CIP should recognize all debt of the County. It was the consensus of the Committee to include all debt.

Overview – Next Steps

Vergin will meet with Partlow to clarify their funding for the HHS EDMS project; Mattice will be contacted to address the question regarding campground fees; the CIP will be updated with changes as identified today during the meeting.

Recommendation:

Present the CIP, with changes, to the COTW on August 23 with the overview of the 2017 Budget.

DRAFT

Wright County Capital Improvement Plan

Budget Years ~~2015~~2017-20202021

I. INTRODUCTION AND PURPOSE

The Wright County Capital Improvement Plan (CIP) is a tool to assist in long range planning and communicating the priorities and future needs of the County. The CIP promotes the County Board's Mission **"To preserve and enhance the quality of life of its citizens by providing quality service, through a participatory process, that holds the welfare of its citizens and their environment as its primary objective."**

- It allows the County Board to balance its investments and assists with long-term fiscal stability and efficient use of resources.
- Provides the level of services necessary to meet mandates and citizen expectations.
- Assists in stabilizing costs and avoiding significant fluctuations in the annual property tax levy, minimizing impacts to County residents.

II. BENEFITS OF A CAPITAL IMPROVEMENT PLAN (CIP)

Utilizing the Capital Improvement Plan (CIP) will, in coordination with the budgetary process, benefit the County in the following ways:

- **Focuses attention on County-wide goals and needs.**
A CIP ensures that the projects that are being funded are the highest priorities that will best serve the needs of the County. Most significant funding decisions will be decided during a limited time by the CIP/Finance Committee with a County-wide perspective. Departments are ensured that their projects will be reviewed and considered prior to a recommendation to the Budget Committee of the Whole.
- **Improves inter-/intra governmental cooperation and communication.**
A CIP enhances coordination of capital projects between departments and perhaps even other governmental agencies. If all departments are aware of the proposed schedule of capital projects, opportunities may exist to schedule projects from different departments in such a manner as to ensure an effective use of resources. If a unit of local government communicates its long range plans to another unit of government, the opportunity may exist to reduce duplication of programs and share in joint efforts that could reduce the costs to all residents and improve the services to the residents in the common jurisdiction.
- **Enables the County to maintain updated fund balances by identifying project expenses that have been approved and scheduled, but not yet incurred.**
Prior to the start of the upcoming budget year, the County will have established the capital improvement projects to be funded. This will allow staff to keep a running balance of funds that are committed to capital improvement projects in the CIP. Staff will be able to update the CIP and fund balances as project costs change allowing the County to minimize reliance on other funds. The CIP incorporates strategy and long range planning into the funding process, however when necessary, it can be modified and updated to allow the County to take advantage of opportunities that are not known in advance.

Wright County Capital Improvement Plan *Budget Years ~~2015~~2017-20202021*

- **Provides documentation of funded projects.**
In the process of updating the CIP for the upcoming budget year, the projects that were previously funded and are complete will be removed from the CIP Packet and placed into a file documenting projects that received funding through the CIP process. This will provide a historical perspective of what projects have been funded and in what amount.
- **Encourages decision makers to establish annual funding goals aimed at achieving long-range plans.**
By having a multi-year focus on projects, leaders can schedule multiple projects over the course of several years that will move the organization towards achievement of its overall goals. The reality is that not every project can be funded in the year that funding is requested. Some projects will not be jeopardized by having to wait until a subsequent year for funding, but priorities may change. Identifying time lines and costs helps to stay on track when scheduling multi-phased projects.
- **Serves as a tool for Departments to effectively communicate priorities and funding needs with the Board.**
Departments that embrace use of the CIP will be able to demonstrate to the Board their rationale for funding various projects at certain times and over time will demonstrate their due diligence by analyzing alternative options and funding sources. Commissioners will be more informed when making funding decisions.

III. DEFINITION

A capital improvement shall be defined as a project, including lease–purchase agreements, and single purchase items that are valued at \$10,000 or more, and have a useful life of five years or more.

The Plan excludes general operating expenses and new and replacement computer equipment, as these items will be funded through the annual general operating budget. Highway road and bridge projects are also excluded from this Plan.

IV. COMPONENTS OF A CAPITAL IMPROVEMENT PLAN

The CIP sets forth a schedule, estimated costs, sources of funding, and specific details of each capital improvement project, including the following:

- The Department(s) proposing the project
- The Budget Year (s) in which the project is seeking funding
- Project Type:
 - *New* - Construction or a project that did not previously exist within the department or County
 - *Acquisition* - Purchase of land, facilities and/or equipment

Wright County Capital Improvement Plan Budget Years ~~2015~~2017-20202021

- *Replacement* - Purchase necessary to replace obsolete, outdated equipment
- *Remodel* - Costs to reconfigure an existing work space without expanding the footprint
- *Development* - Improving and further developing an existing County property, i.e. park land

- Project Description - Description of the tasks to be undertaken to achieve intended result

- Project Rationale - Justification for why the project should be funded and why it is important that it is funded in the year specified

- Department Priority - Priority for the specific project when compared with all the CIP projects from this department in that year

- Project Location - Where the work will occur or where new equipment will be permanently located

- Funding Sources - Limited to the following categories:
 - *General Fund* - Money raised through the County's ability to levy taxes against property owners within the County

 - *Bonds* - General obligation municipal bonds that are issued by the County and secured by the County's ability to raise tax revenues to repay the bond holder

 - *Recorder Funds* – The County Recorder by State Statute has the authority to charge specific fees for services relating to indexing and recording various documents. Those fees, as defined by State Statute, are identified for specific uses, of which the following are available for capital improvement purposes:
 - *Recorder Technology Fund* – Per State Statute 357.18 (4), the \$10 fee collected under Subdivision 1, shall be deposited in to a technology fund for obtaining, maintaining and updating current technology and equipment to provide services from the record system. The fund shall be disbursed at the County Recorder's discretion to provide modern information services from the land records system.
 - *Recorder Compliance Fund* - Per State Statute 357.182 unallocated fees collected by the Recorder are available at the County Board's discretion for supporting enhancements to the recording process, including electronic recordings, and for the use in undertaking data integration and aggregation projects.

 - *Technology CIP Fund* – Funds designated by the County Board for specific purposes relating to technology that will enhance the operation of the county

 - *Capital Account/Levy Stabilization Fund* - At year end, any budgeted unused funds are transferred to this account and the County Board charges various expenses incurred throughout the year against this fund

 - *Grants* - Funds that are received from outside organizations to support projects that are occurring within the County

Wright County Capital Improvement Plan

Budget Years ~~2015~~2017-2020~~2021~~

- *Equipment Note* - A capital improvement note issued under State Statute 373.01 subd. 3, specifically designated for funding equipment in the areas of public safety, ambulance, road construction or maintenance, medical equipment, and computer hardware and software
- Funding History - A record of the funding source and level of funding in previous years
- Depreciable Life - Estimated useful life of the asset
- Cost - The direct and full expense associated with the project
- On-Going Cost - Indirect costs that will be incurred and or become routine following completion of the project (these costs become the responsibility of the department through their annual budget)
- Project History – A summary of the projects history and past considerations
- Considerations - Further information that might impact or influence the costs, rationale or scope of the project
- Contact Person - Individual familiar with the project and able to answer any further questions

V. THE ROLE OF THE TECHNOLOGY COMMITTEE

In 2015 Wright County created a Technology Committee to serve as a platform for departments to discuss technology needs and trends; evaluate and prioritize projects; establish enterprise business goals and project alignment to facilitate strategic IT planning.

In order to be considered for placement within the CIP, proposed projects are to be evaluated in the Technology Committee. This evaluation includes considerations of cost, business alignment, effort and impact.

VI. THE CAPITAL IMPROVEMENT PLAN PROCESS

Work on the Capital Improvement Plan will start in the first quarter (January-March) of each year when five-year capital improvement project information is collected from Departments Heads. This information will be researched and incorporated into a CIP document that is presented to the CIP/Finance Committee for review in April-June. The projects and their costs will be identified showing the total capital improvement projects, on a yearly basis, for the next five-year period.

Once the CIP has been submitted to the CIP/Finance Committee, additional capital improvement projects will have to wait until the following year to be considered for funding with limited exceptions. This encourages department heads to be proactive and identify capital improvement projects in advance. There may be extenuating circumstances surrounding a project that require it to be included in the CIP despite not making the final CIP deadline, but these late additions will be heavily scrutinized.

Wright County Capital Improvement Plan *Budget Years ~~2015~~2017-20202021*

Following presentation of the CIP, the CIP/Finance Committee will examine County revenues and review the projects to identify which ones the Committee believes can and should be funded in the upcoming budget cycle. If necessary, the Committee may request further information to aid the Committee in making their recommendations by contacting the individual listed as the Contact Person for the project.

Recommendations from the CIP/Finance Committee will be forwarded to the Budget Committee of the Whole for inclusion in upcoming department budget reviews. The Budget Committee of the Whole will give serious consideration to the CIP/Finance Committee recommendations, but is not obligated to fund the capital improvement projects recommended. Updated information may become available that changes a prior recommendation.

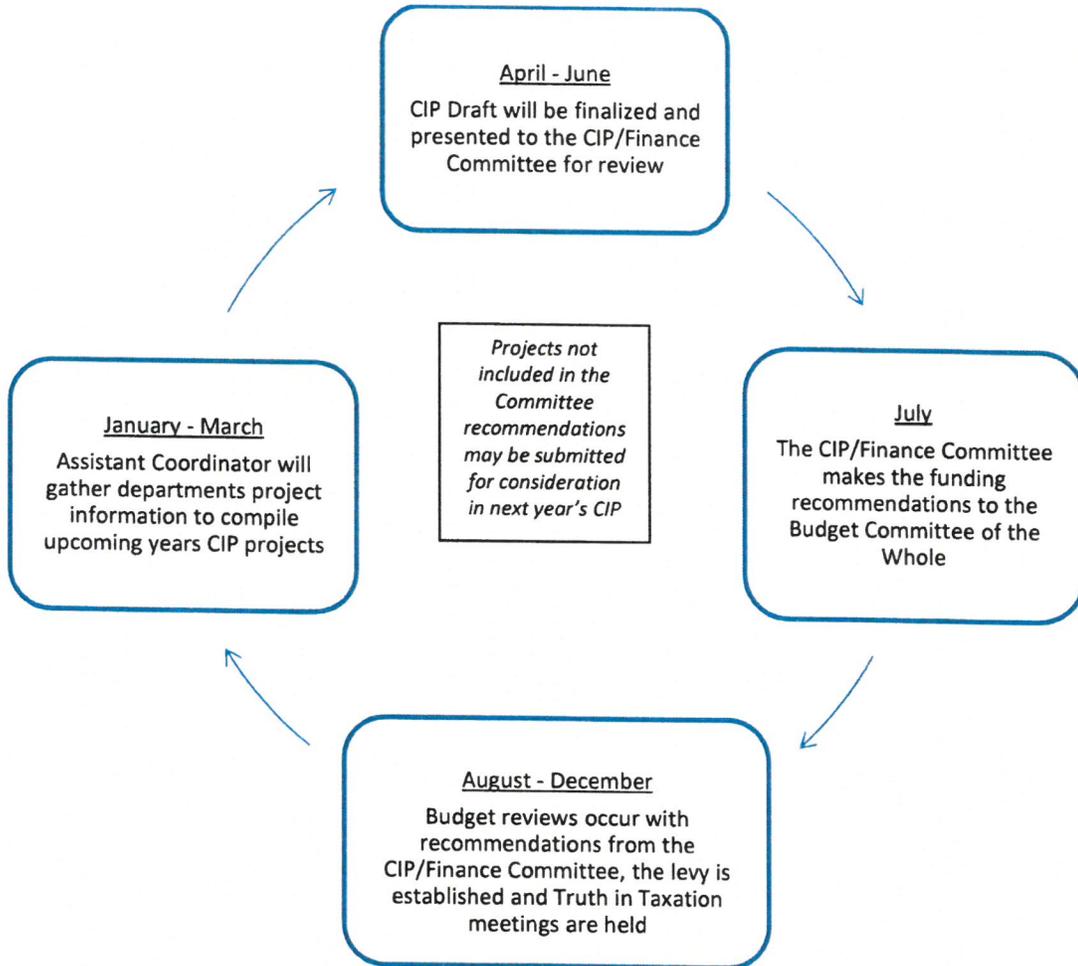
Those projects that are funded through the CIP will be updated upon completion to reflect the final cost of the project and will be removed from the CIP and placed into a file documenting previously funded projects.

Any projects not recommended for funding in the CIP/Finance Committee's recommendations is eligible to be submitted for consideration again in the next CIP process.

Wright County Capital Improvement Plan Process

Wright County Capital Improvement Plan

Budget Years ~~2015~~2017-20202021



Capital Improvement Plan 2017-2021

Project / Department	2016 Project to be Completed & Funded in 2016	2016 Project to be Completed & Funded in 2017	Year 2017	Year 2018	Year 2019	Year 2020	Year 2021	Estimated Cost
Court Administration								
Facility Upgrades (Professional Services)	\$40,000	\$0	\$0	\$0	\$0	\$0	\$0	\$40,000
Department Subtotal	\$40,000	\$0	\$0	\$0	\$0	\$0	\$0	\$40,000
Highway								
New Outgoing Shop (French Lake or?)								\$1,000,000
SR1 Street Widening				\$1,000,000				\$250,000
Department Subtotal	\$0	\$0	\$0	\$1,000,000	\$0	\$250,000	\$0	\$1,250,000
Human Services								
Human Services / Social Services - EDMS	\$150,000		\$175,000					\$325,000
ARC - Call Center Expansion	\$111,000							\$111,000
Public Health Info System (PH-DCC) 2526	\$12,100							\$12,100
Assess & Evaluate of Health Maryland Implementation Plan	\$50,000							\$50,000
IFS Platform for Social Welfare System	\$50,000							\$50,000
Mobile Wellness on Wheels	\$41,155							\$41,155
Department Subtotal	\$373,100	\$0	\$314,155	\$0	\$0	\$0	\$0	\$687,255
Parks								
Bertram Chain of Lakes - Phase 2	\$258,000							\$258,000
Bertram - Phase 1B (moved from '17 to '18)	\$300,000							\$300,000
Bertram - Phase 1C (to be used in '17)	\$200,000	\$200,000						\$200,000
Bertram Grading Phase 1 ('18 to be used in '17)	\$80,000	\$80,000						\$80,000
Bertram - Phase 1I (60 acres - Athletic Fields)	\$482,540							\$482,540
Bertram - Trail Construction		\$125,000						\$125,000
Bertram - Construction of Overlook & Viewing Platform		\$125,000						\$125,000
Bertram - Campground Development		\$125,000						\$125,000
Bertram - Harvest Seeding 20 acres		\$125,000						\$125,000
Covey River Trail - Phase 1 (CSAM 17 Trail)	\$15,000							\$15,000
Monticelli - Private Shelter/Trial Improvement		\$75,000						\$75,000
Monticelli - Private Public Access Day Use Parking/Access Road		\$75,000						\$75,000
Monticelli - Design & Construct 1.5 Miles Golf Course	\$250,000							\$250,000
Monticelli - Design & Construct 1.5 Miles Golf Course	\$250,000							\$250,000
Collinwood - RV Sites, Expansion and Utilities	\$415,000							\$415,000
New Park - Light S&I Trail	\$710,000							\$710,000
New Park - Construction of Boardwalk	\$200,000							\$200,000
Beebe Lake - Restrooms (Orig. Budget 71,000)	\$82,000							\$82,000
Bertram - Addell Land Acquisition		\$9,000						\$9,000
Beebe Lake - Replaces Playground	\$90,000							\$90,000
Beebe Lake - Add Playground to Shelter Area	\$150,000							\$150,000
Schroeder Park - Replaces Comfort Station (CS)	\$450,000							\$450,000
SR117 Trail - Construct Overlook (20 miles)	\$85,000							\$85,000
SR117 Trail - Construct Overlook (20 miles)	\$85,000							\$85,000
SR117 Trail - Construct Overlook (20 miles)	\$85,000							\$85,000
Cherry/Pleasant Park Overlook (Trail)	\$25,000							\$25,000
Baldy T Access Improvements	\$10,000							\$10,000
Chicago Regional Park Improvements - Restrooms	\$250,000							\$250,000
Stanley Edley - Construction of Trails in "Alma Unit"	\$150,000							\$150,000
Stanley Edley - Vault Toilet Replacement								\$100,000
Beebe Lake - Park Interior Park Trails								\$100,000
Collinwood - Add Small Shelter in Little Lakes Group Camp	\$125,000							\$125,000
Collinwood - Upgrade Existing Vault Toilets in Group Camp	\$95,000							\$95,000
Collinwood - Upgrade Existing Vault Toilets in Group Camp	\$95,000							\$95,000
Osborn Park - Shelter Protection Project with W&S D Products & Grant Funds								\$400,000
Osborn Park - Shelter Protection Project with W&S D Products & Grant Funds								\$400,000
Osborn Park - Shelter Protection Project with W&S D Products & Grant Funds								\$400,000
Fairview Hill - Add Fishing Pier	\$25,000							\$25,000
Fairview Hill - Add Fishing Pier	\$25,000							\$25,000
Fairview Hill - Add Fishing Pier	\$25,000							\$25,000
Department Subtotal	\$827,000	\$229,000	\$7,388,540	\$1,895,000	\$1,675,000	\$1,630,000	\$7,850,000	\$9,572,540

Capital Improvement Plan 2017-2021

Project / Department	2018 Project to be Completed & Funded In 2018	2018 Project to be Completed & Funded In 2017	Year 2017	Year 2018	Year 2019	Year 2020	Year 2021	Estimated Cost
Recorder								
Land Records - EDMS	\$85,000		\$75,000					\$140,000
Department Subtotal	\$85,000		\$75,000	\$0	\$0	\$0	\$0	\$140,000
Sheriff								
CAD-RIMS (Zachert)	\$25,000		\$25,000					\$50,000
Challenger Enhancements	\$99,000							\$99,000
Jail Cost Control System	\$81,000							\$81,000
Body Cameras - Server & Software			\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
800 MHz Console Upgrade (11 Funding = \$80,000)			\$0	\$0	\$165,000			\$165,000
800 MHz Console Upgrade (Total cost is \$120,000)			\$0	\$0	\$0	\$0	\$0	\$0
Department Subtotal	\$205,000		\$175,000	\$100,000	\$165,000	\$50,000	\$50,000	\$770,000
Surveyor								
Aerial Photography				\$325,000				\$410,000
Survey Records Imaging Phase 1	\$25,000							\$25,000
Survey Records Imaging Phase 2	\$25,000							\$50,000
Department Subtotal	\$50,000		\$0	\$325,000	\$0	\$0	\$85,000	\$485,000
ANNUAL TOTALS FOR ALL CIP PROJECTS	\$320,000	\$259,000	\$51,152,216	\$4,838,275	\$2,904,000	\$2,838,000	\$2,985,000	\$22,019,828

911 Funding 50% of \$120,000
CIP Funding 50% of \$120,000

Capital Improvement Funding Plan 2016-2021
 Revised 05/20/18

Department	Year	Project Cost	CDP Tech Fund 34-170	Reconcer Compliance Fund 34-188	Reconcer Technology Fund 3-101	Bonds/Equip Cert Debt Funds	CDP / Stabilization Fund 34-193	Total Annual Resources	Funding Allocations Annual Levy
Technology - Mail Dept	2016	\$568,500	\$518,500		\$50,000			\$568,500	
	2017	\$1,278,000	\$1,278,000		\$50,000			\$1,278,000	
	2018	\$572,000	\$522,000		\$50,000			\$572,000	
	2019	\$281,000	\$231,000		\$50,000			\$281,000	
	2020	\$276,000	\$226,000		\$50,000			\$276,000	
	2021	\$198,000	\$198,000		\$50,000			\$248,000	
		\$5,274,800	\$4,974,800	\$300,000	\$300,000	\$0	\$0	\$5,274,800	\$0
County Facilities	2016	\$1,145,500					\$1,145,500	\$1,145,500	
	2017	\$1,719,520					\$1,719,520	\$1,719,520	
	2018	\$481,500					\$481,500	\$481,500	
	2019	\$350,000					\$350,000	\$350,000	
	2020	\$330,000					\$330,000	\$330,000	
	2021	\$4,644,800	\$0	\$0	\$0	\$4,644,800	\$4,644,800	\$4,644,800	\$0
Administration	2016	\$0						\$0	
	2017	\$280,000	\$30,000				\$250,000	\$280,000	
	2018	\$0						\$0	
	2019	\$0						\$0	
	2020	\$0						\$0	
	2021	\$0						\$0	
		\$200,000	\$200,000	\$0	\$0	\$0	\$200,000	\$200,000	\$0
Assessor	2016							\$0	
	2017							\$0	
	2018	\$235,950			\$235,950			\$235,950	
	2019							\$0	
	2020							\$0	
	2021	\$235,950	\$0	\$0	\$235,950	\$0	\$0	\$235,950	\$0
Attorney	2016							\$0	
	2017							\$0	
	2018	\$100,000	\$100,000					\$100,000	
	2019							\$0	
	2020							\$0	
	2021	\$100,000	\$100,000	\$0	\$0	\$0	\$100,000	\$100,000	\$0
Auditor, Treasurer (Unbudgeted)	2016	\$9,835	\$9,835					\$9,835	
	2017	\$22,000	\$22,000					\$22,000	
	2018	\$216,825	\$216,825		\$216,825			\$216,825	
	2019							\$0	
	2020							\$0	
	2021	\$248,760	\$248,760	\$0	\$216,825	\$0	\$0	\$248,760	\$0
Court Administration	2016	\$40,000					\$40,000	\$40,000	
	2017							\$0	
	2018							\$0	
	2019							\$0	
	2020							\$0	
	2021	\$40,000	\$0	\$0	\$0	\$0	\$40,000	\$40,000	\$0

Capital Improvement Funding Plan 2016-2021

Revised 6/23/16

Department	Year	Project Cost	CP Tech Fund 34-170	Recorder Compliance Fund 34-188	Recorder Technology Fund 2-101	Bonds/Equipm Cert Debt Funds	CP / Substitution Fund 34-198	Total Annual Resources	Funding Allocations Annual Levy
Highway / Public Works	2016								Est Bond Debt \$648,170
	2017							\$0	\$0
	2018	\$1,000,000					\$1,000,000	\$1,000,000	\$1,200,425
	2019							\$0	\$1,200,775
	2020	\$250,000					\$250,000	\$250,000	\$1,200,525
	2021	\$1,250,000	\$0	\$0	\$0	\$0	\$1,250,000	\$1,199,875	\$1,200,225
									\$4,053,334
Human Services	2016	\$273,100	\$111,000	\$162,100				\$273,100	
	2017	\$318,155	\$100,000	\$175,000			\$41,155	\$318,155	
	2018							\$0	\$0
	2019							\$0	\$0
	2020							\$0	\$0
	2021	\$598,269	\$271,000	\$327,100	\$0	\$41,155	\$271,155	\$598,269	\$0
Parks	2016	\$637,000					\$637,000	\$637,000	
	2017	\$1,645,540					\$1,645,540	\$1,645,540	
	2018	\$1,695,000					\$1,695,000	\$1,695,000	
	2019	\$1,675,000					\$1,675,000	\$1,675,000	
	2020	\$1,930,000					\$1,930,000	\$1,930,000	
	2021	\$1,950,000	\$0	\$0	\$0	\$0	\$1,950,000	\$1,950,000	\$0
									\$3,532,640
Recorder	2016	\$65,000			\$65,000			\$65,000	
	2017	\$75,000			\$75,000			\$75,000	
	2018							\$0	
	2019							\$0	
	2020							\$0	
	2021	\$140,000	\$0	\$140,000	\$0	\$0	\$140,000	\$140,000	\$0
Sheriff	2016	\$185,000	\$185,000					\$185,000	
	2017	\$75,000	\$75,000					\$75,000	
	2018	\$110,000	\$110,000					\$110,000	
	2019	\$60,000	\$60,000				\$60,000	\$60,000	
	2020	\$50,000	\$50,000				\$50,000	\$50,000	
	2021	\$127,000	\$127,000	\$0	\$0	\$0	\$127,000	\$127,000	\$0
Surveyor	2016	\$55,000			\$55,000			\$55,000	
	2017							\$0	
	2018	\$325,000			\$325,000			\$325,000	
	2019							\$0	
	2020							\$0	
	2021	\$84,000	\$84,000	\$0	\$0	\$0	\$84,000	\$84,000	\$0
Subtotal	Total Average Annual CP Needs	\$3,468,820.83	\$48,163	\$328,250	\$0	\$0	\$2,761,793	\$3,688,317	Hwy Debt P A I \$25,000
	Actual Annual Needs for 2016	\$824,435	\$142,100	\$170,000	\$0	\$0	\$1,422,600	\$2,978,038	\$773,853
	Actual Annual Needs for 2017	\$1,485,000	\$178,000	\$128,000	\$0	\$0	\$3,484,215	\$6,411,215	\$854,225
	Actual Annual Needs for 2018	\$732,000	\$0	\$827,775	\$0	\$0	\$3,278,800	\$4,838,278	\$1,077,125
	Actual Annual Needs for 2019	\$281,000	\$0	\$50,000	\$0	\$0	\$2,875,000	\$2,800,000	\$1,100,225
Actual Annual Needs for 2020	\$244,000	\$0	\$0	\$0	\$0	\$2,810,000	\$2,838,000	\$1,088,525	
Actual Annual Needs for 2021	\$244,000	\$244,000	\$138,000	\$0	\$0	\$2,870,000	\$2,881,000	\$1,101,025	
GRAND TOTALS		\$22,019,525	\$3,514,438	\$337,160	\$1,387,775	\$0	\$18,510,218	\$22,019,525	\$4,903,983

Capital Improvement Funding Plan 2016-2021
 Revised 04/20/16

Department	Year	Project Cost	CIP Tech Fund 34-470	Recorder Compliance Fund 34-168	Recorder Tech Fund 3-101	Bonds/Escrow Debt Funds	CIP / Stabilization Fund 34-169	Total Annual Resources	Funding Allocations Annual Levy
			CIP Technology Fund	Compliance Fund	Recorder Tech Fund	Bonded Debt	CIP / Stabilization Fund Building Benefit	CIP / Stabilization Fund	Annual Debt Levy
			\$331,254	\$279,622	\$1,881,381	\$0	\$235,000	\$235,000	
			\$1,000,000				\$1,800,000	\$950,000	\$1,450,000
			\$800,000				\$800,000	\$800,000	\$1,800,000
			\$824,436	\$182,100	\$170,000	\$773,833	\$1,165,500	\$851,000	
			\$1,100,849	\$839,422	\$1,480,381	\$25,663	\$1,074,890	\$1,013,000	\$812,640
			\$768,000				\$1,128,000	\$1,128,000	\$3,000,000
			\$1,455,000	\$175,000	\$125,000	\$854,225	\$1,719,520	\$1,845,540	
			\$0	\$489,422	\$1,739,381	\$81,404	\$479,980	\$482,460	\$894,830
			\$407,849						
			\$489,000				\$800,000	\$1,786,000	\$3,000,000
			\$732,000		\$827,775	\$1,077,125	\$681,500	\$1,685,000	
			\$0	\$125,000	\$178,000	\$1,189,981	\$0	\$0	\$1,189,981
			\$319,849	\$816,422	\$1,045,189	\$13,259	\$298,489	\$267,490	
			\$600,000				\$600,000	\$1,740,000	\$2,760,000
			\$281,000		\$50,000	\$1,100,225	\$350,000	\$1,875,000	
			\$125,000	\$739,422	\$1,209,498	\$190,271	\$849,480	\$822,460	\$1,108,230
			\$839,849						
			\$280,000				\$380,000	\$2,000,000	\$2,800,000
			\$276,000		\$80,000	\$1,099,525	\$330,000	\$1,950,000	
			\$125,000	\$84,422	\$1,335,008	\$24,118	\$868,480	\$892,480	\$1,183,481
			\$812,849						
			\$260,000				\$868,000	\$1,800,000	\$2,800,000
			\$246,000		\$135,000	\$1,101,025	\$620,000	\$1,950,000	
			\$125,000	\$89,422	\$1,273,698	\$300,249	\$488,480	\$842,480	\$1,188,078
			\$216,849						

-\$14,379,000
 Building and Parks Combined

01 - CIP Tech Fund - Fund through an annual allocation (other job Levy or Periodic or Turnback (allow))
 02 - Compliance Fund must retain a minimum balance of \$60,000
 03 - Recorder's Technology Fund must retain a balance of \$300,000
 04 - This would be debt for PVF facility
 05 - Stabilization Fund - bonded through annual CIP Tech Fund (allow) (Discretionary or Bonus (allow))

COMMITTEE OF THE WHOLE
MINUTES
AUGUST 10th, 2016

MEMBERS PRESENT: Sawatzke, Husom, Borrell, Potter, Daleiden

OTHERS PRESENT: Hagerty, Miller, Hoffman, Berg, Figliuzzi

I. Transfer of Nuclear Emergency Preparedness Department to the Emergency Manager's/Sheriff's Department

Kelly reminded the committee that this meeting was a follow-up to the Committee of the Whole held in May. Work on revising the impacted job descriptions has been started but he would like direction from the board prior to proceeding further.

Figliuzzi provided an overview of the nuclear preparedness activities conducted by her and her staff from October 2014 to October 2015. These totaled 1633 hours over a 12 month period. In addition she cited an additional 412 hours of events related to nuclear preparedness that staff were not able to attend.

In addition, Figliuzzi said her office receives 7400 phone calls per year from Veterans and their families. Transferring the nuclear preparedness duties would allow her to focus her efforts on serving veterans.

The current 2016-2017 Nuclear Grant was discussed. Historically this grant has allocated \$30,000 to cover staff costs. Sawatzke noted that in the past the board had been told that the nuclear grant covers approximately 50% of the wages of nuclear related staff, but those costs are greater than \$30,000. Additional grant funding should be requested to cover the cost of a new Emergency Management Deputy Director position. There was discussion regarding the budget logistics related to transferring nuclear preparedness. These scenarios will need to be discussed during budget meetings.

The committee identified that the job description for an Emergency Management Deputy Director should be finalized and rated by the consultant in order to identify the costs of the position for the 2017 budget. The Veteran's Service/ Nuclear Director and Emergency Management Coordinator job descriptions should also be reviewed.

Recommendation: Review and prepare job descriptions related to the transfer of nuclear preparedness duties.

NUCLEAR PREPAREDNESS ACTIVITY REPORT
(Period October 28, 2014 to Oct 30, 2015)

DATE	TASK	STAFF	HOURS	FTE
10/28/2014	Workshop: Wright County EOC Plan Review w/HSEM	2	8	16
10/29/2014	Meeting: with Steve Berg & EM Stakeholders	1	3	3
10/29/2014	Action Item: Submitted report to HSEM for Map Requisition	1	4	4
10/31/2014	Action Item: Process Emergency Registration Cards for October	1	2	2
10/31/2014	Action Item: Reviewed Public Alert & Notification System Report (PANS) for Oct	1	1	1
11/5/2014	Action Item: Budget-Submit Claims forms for EOC Expenditures & P/O for Equipment	1	4	4
11/5/2014	Action Item: Rec'd/reviewed/distributed 2014 Wright County Emergency Mgmt Mitigation Plan	1	2	2
11/5/2014	Training: Studied Opns Chief/Asst Opms Chief's SOP & consulted with Amy Hass	2	2	4
11/5/2014	Action Item: Updated REP Phone Rosters and put in SOPs	1	2	2
11/6/2014	Exercise: HAB Drill	3	8	24
11/7/2014	Action Item: Prepare drill calendar & Instructions and mail/email to all EOC Staff	1	8	8
11/7/2014	Action Item: Prepare EOC stations for Installation of Surround Sound	2	2	4
11/10/2014	Action Item: Obtained Goodhue County RAD Log Sheets & RAD Packet Inventory & modified	1	4	4
11/10/2014	Training: Set up & obtained training on the SecureHSEM Site	2	4	8
11/12/2014	Exercise: Risk Couty Radio Test	2	1	2
11/12/2014	Action Item: Budget-Submit Claims forms for EOC Expenditures & P/O for Equipment	1	4	4
11/12/2014	Action Item: EOC Organization, Inventory Storage Areas, Maps, Equipment	3	4	12
11/13/2014	Action Item: Received changes from HSEM to the Rockford Fire SOP. Updated SOPs & distribute	1	4	4
11/13/2014	Action Item: Replace Ludlum Model 3 Survey Meters w/Ludlum	1	2	2
11/14/2014	Workshop: HAB Planning Session at Sherburne County EOC	2	8	16
11/14/2014	Meeting: Prepare Report & Deliver MNGP Quarterly REP Meeting @ Chatters	2	4	8
11/17/2014	Action Item: Dept Feature Web Story	1	3	3
11/17/2014	Exercise: MNGP Communication Test	2	1	2
11/17/2014	Action Item: Build Dosimeter Kits for Rockford Fire	2	4	8
11/17/2014	Training: with Rockford Fire Dept (PM EVENT) (Set-up & Travel)	2	5	10
11/18/2014	Action Item: Budget-Submit Claims forms for EOC Expenditures & P/O for Equipment	1	4	4
11/19/2014	Training: w/Deputies at LEC (Session 1)	2	8	16
11/19/2014	Meeting: EMS Advisory Meeting (PM EVENT) w/TRAVEL	1	5	5
11/20/2014	Action Item: Received/Reviewed PAR Logics Base Document by MNGP/provided concurrence	1	2	2
11/25/2014	Action Item: Update Procedures/Manuals	2	8	16
11/26/2014	Action Item: Budget-Submit Claims forms for EOC Expenditures & P/O for Equipment	1	4	4
11/28/2014	Action Item: Process Emergency Registration Cards for November	1	2	2
11/28/2014	Action Item: Reviewed Public Alert & Notification System Report (PANS) for Nov	1	1	1
12/1/2014	Training: Prep & Conduct Deputy Tng (Session2)	2	8	16
12/2/2014	Action Item: Finalize Catering Order w/Reds for 60+ on 12/5/14	1	1	1
12/3/2014	Meeting: Prepare Report for Quarterly REP (HSEM+Stakeholders) Mtg on 12/5/15	1	4	4
12/3/2014	Action Item: Conducted Annual Review of MNGP Population Update Report -Concurred	1	2	2
12/4/2014	Training: Conduct Deputy Tng (Session 3)	2	8	16
12/5/2014	Meeting: Hosted Quarterly REP Meeting (HSEM+Stakeholders) (60)	3	8	24
12/10/2014	Exercise: Risk Couty Radio Test	2	1	2
12/10/2014	Action Item: Work Order for new phone mount in EOC/Sheriff's station	1	1	1
12/10/2014	Action Item: Budget-Submit Claims forms for EOC Expenditures & P/O for Equipment	1	4	4
12/16/2014	Action Item: Received Satelite Phone Instruction from MNGP & updated SOPs	1	1	1
12/17/2014	Exercise: MNGP Satelite Phone Test	2	1	2
12/17/2014	Action Item: Budget-Submit Claims forms for EOC Expenditures & P/O for Equipment	1	4	4
12/31/2014	Action Item: Process Emergency Registration Cards for December	1	2	2
12/31/2014	Action Item: Reviewed Public Alert & Notification System Report (PANS) for Dec	1	1	1
1/5/2015	Action Item: Prepared Invite & Instructions to Volunteer RAD Officers	1	2	2
1/6/2015	Action Item: Inventory DRD Dosimeters & Ludlum/Exchange for Calibration	2	4	8
1/7/2015	Action Item: Budget-Submit Claims forms for EOC Expenditures & P/O for Equipment	1	4	4
1/7/2015	Action Item: Received Notification of School Evacuation Plan & updated SOPs	1	2	2

NUCLEAR PREPAREDNESS ACTIVITY REPORT
(Period October 28, 2014 to Oct 30, 2015)

1/9/2015	Action Item: Submitted Annual Letter of Certification to HSEM	1	1	1
1/13/2015	Action Item: Provided Contact information for Code Red Notifications	1	1	1
1/14/2015	Exercise: Risk Couty Radio Test	2	1	2
1/14/2015	Workshop: Independent Review with PINGP & MNGP EP Programs	2	2	4
1/14/2015	Action Item: Equipment Inventory & PR-1/Activites Report to HSEM	1	4	4
1/15/2015	Action Item: Equipment Inventory & PR-1/Activities Report to HSEM	1	8	8
1/16/2015	Action Item: Equipment Inventory & PR-1/Activities Report to HSEM	1	8	8
1/16/2015	Action Item: Provided Annual Certification of Siren Test to MNGP	1	1	1
1/21/2015	Exercise: MNGP Communication Test	2	1	2
1/21/2015	Action Item: Budget-Submit Claims forms for EOC Expenditures & P/O for Equipment	1	4	4
1/23/2015	Workshop: Review SOP for PIO and RAD Team w/HSEM & MNGP	2	8	16
1/27/2015	Workshop: Ingestion Planning Workshop & HAB Drill	2	8	16
1/28/2015	Workshop: Ingestion Planning Workshop & HAB Drill	2	8	16
1/29/2015	Workshop: Ingestion Planning Workshop & HAB Drill	2	8	16
1/30/2015	Action Item: Process Emergency Registration Cards for January	1	2	2
1/30/2015	Action Item: Reviewed Public Alert & Notification System Report (PANS) for Jan	1	1	1
2/3/2015	Action Item: HSEM Grant Modification	1	4	4
2/4/2015	Action Item: Budget-Submit Claims forms for EOC Expenditures & P/O for Equipment	1	4	4
2/6/2015	Meeting: Prepare Report & Deliver MNGP Quarterly REP Meeting @ Chatters	2	4	8
2/9/2015	Action Item: Prepare 200 Dosimeter Packets for LEC for Drill on 2/19/15	3	8	24
2/10/2015	Action Item: Prepare & Present HSEM Grant Modification to the Board	1	4	4
2/11/2015	Exercise: Unscheduled Radio Communication Check w MNGP	2	1	2
2/11/2015	Action Item: Budget-Submit Claims forms for EOC Expenditures & P/O for Equipment	1	4	4
2/17/2014	Action Item: Finalize Catering Order for EOC Drill on 2/19/15	1	2	2
2/18/2015	Exercise: Risk Couty Radio Test	2	1	2
2/18/2015	Action Item: Prepare for HAB Drill on 2/19/16 (Computers, Group Lists)	2	7	14
2/19/2015	Exercise: HAB Drill with HSEM & Staff/Lunch & Clean Up	3	8	24
2/23/2015	Meeting: with Monticello Mayor, Fire Chief & Rad Tng w/Amy	2	8	16
2/24/2015	Meeting: w/Public Health/EMS	1	2	2
2/25/2015	Action Item: Budget-Submit Claims forms for EOC Expenditures & P/O for Equipment	1	4	4
2/27/2015	Meeting: w/Commissioner Borrel & Fire Chiefs in his district	1	4	4
2/27/2015	Action Item: Process Emergency Registration Cards for February	1	2	2
2/27/2015	Action Item: Reviewed Public Alert & Notification System Report (PANS) for Feb	1	1	1
3/2/2015	Action Item: Notification of the Monticello Nuclear Plant Regularatory Status	1	1	1
3/2/2015	Action Item: Notification of an Unusal Event (NUE) & termination	1	1	1
3/4/2015	Action Item: Budget-Submit Claims forms for EOC Expenditures & P/O for Equipment	1	4	4
3/4/2015	Meeting: w/IT Dept & EPA Audio Visual on EOC Technology	2	3	6
3/5/2015	Meeting: w/Public Health Preparedness Work Group	2	3	6
3/11/2015	Exercise: Risk County Radio Test	2	1	2
3/11/2015	Action Item: Budget-Submit Claims forms for EOC Expenditures & P/O for Equipment	1	4	4
3/12/2014	Meeting: Prepare Report for Quarterly REP (HSEM+Stakeholders) Mtg on 3/13/15	1	4	4
3/13/2015	Meeting: Quarterly REP Meeting (HSEM+Stakeholders) & Travel Time	2	10	20
3/17/2015	Action Item: Review SOPs & Make Updates prior to Drill on 3/19/16	2	8	16
3/18/2015	Training: w/Moticello School Superintendent & School Staff	2	6	12
3/18/2015	Action Item: Bring RAD Packets to LAW for staging	2	2	4
3/18/2015	Action Item: Received Final FEMA Approved County HAB Plan, Make Copies & Distribute	1	4	4
3/19/2015	Exercise: HAB Drill/Lunch & Clean Up	3	8	24
3/22/2015	Action Item: Review Regulations & SOP on EOC Chief Duties (Sunday)	1	8	8
3/25/2015	Action Item: Budget-Submit Claims forms for EOC Expenditures & P/O for Equipment	1	4	4
3/31/2015	Training: "Spring In House Training" at LEC (Session 1)	2	6	12
3/31/2015	Action Item: Process Emergency Registration Cards for March	1	2	2
3/31/2015	Action Item: Reviewed Public Alert & Notification System Report (PANS) for Mar	1	1	1

NUCLEAR PREPAREDNESS ACTIVITY REPORT
(Period October 28, 2014 to Oct 30, 2015)

4/1/2015	Action Item: Budget-Submit Claims forms for EOC Expenditures & P/O for Equipment	1	4	4
4/8/2015	Action Item: Confirmed Receipt of the MNGP 5054T Audit of Nuclear Preparedness Prgram	1	1	1
4/8/2015	Action Item: Received & Distributed Notification of MNGP Refueling Outage Schedule	1	1	1
4/9/2015	Workshop: "Extent of Play" Planning w/HSEM	2	8	16
4/14/2015	Training: EOC & Radiological training with EOC Staff	3	6	18
4/15/2015	Training: "Spring In House Training" at LEC (Session 2)	2	6	12
4/16/2015	Training: RAD Training w/Highway Dept w/Travel (PM)	2	5	10
4/20/2015	Training: State Agency REP SEOC & PIO Training (State JGIG)	2	8	16
4/21/2015	Training: "Spring In House Training" at LEC (Session 2)	2	6	12
4/22/2015	Training: Session Kaleidescope Charter School - 1st Meeting	2	4	8
4/23/2015	Meeting: w/Jon Young, Steve Berg & Todd Hoffman	2	2	4
4/29/2015	Action Item: Budget-Submit Claims forms for EOC Expenditures & P/O for Equipment	1	4	4
4/30/2015	Action Item: Process Emergency Registration Cards for April	1	2	2
4/30/2015	Action Item: Reviewed Public Alert & Notification System Report (PANS) for Apr	1	1	1
5/1/2015	Meeting: EOC Tour w/IT Director, Planning Session for IT Improvement	2	3	6
5/1/2015	Action Item: Review options for Monitors, Phones, Headsets & Order	2	4	8
5/8/2015	Meeting: Prepare Report & Deliver MNGP Quarterly REP Meeting @ Chatters	2	4	8
5/11/2015	Action Item: Reviewed DRAFT of Monticello Visitor Guide & Recommended Changes	2	2	4
5/13/2015	Exercise: Risk County Radio Test	2	1	2
5/13/2015	Action Item: Budget-Submit Claims forms for EOC Expenditures & P/O for Equipment	1	4	4
5/13/2015	Meeting: IT/Nuclear Meeting -Equipment & Wiring Upgrades	2	2	4
5/14/2015	Meeting: with Ken EPA Audio/Visual	2	2	4
5/15/2015	Workshop: Update Dispatch & REP Procedures with Amy	2	8	16
5/19/2015	Action Item: Received Draft MNGP Emergency Planning Guide-Submitted Recommendation	2	2	4
5/20/2015	Training: Conduct REP training with Dispatch Staff (Session 1)	2	4	8
5/20/2015	Training: Conduct REP training with Dispatch Staff (Session 2)	2	4	8
5/20/2015	Meeting: Fire Chief's Meeting at Hanover (PM EVENT) & Travel	1	3	3
5/21/2015	Training: Session w/Kaledescope Charter School (3rd Meeting)	2	4	8
5/21/2015	Action Item: Received "Talk Groups" Addendum to Communcation Plan-Updated SOPs	1	2	2
5/25/2015	Action Item: Received Monticello Audit report from Nuclear Oversight group (copied & distribut	1	2	2
5/26/2015	Action Item: Make Final Changes to EOC Opns Chief/Asst Ops SOP	2	8	16
5/28/2015	Exercise: Testing ARMER radio talkgroups and cell communications between ICP and SA, along with ICP to the county EOCs utilizing updated ICS205 form.	2	4	8
5/28/2015	Action Item: Finalize Caterer for AM & PM HAB Drill on 6/4/15	1	2	2
5/28/2015	Action Item: Process Emergency Registration Cards for May	1	2	2
5/28/2015	Action Item: Reviewed Public Alert & Notification System Report (PANS) for May	1	1	1
5/28/2015	Action Item: Updated Satellite Phone Listing & placed in SOP binders	1	2	2
6/1/2015	Training: GIS Training Session at HSEM	2	8	16
6/2/2015	Workshop: Pre-Drill Review w/HSEM Staff	2	8	16
6/3/2015	Workshop: EOC Preparation & SOP Review w/Amy Hass	2	8	16
6/4/2015	Exercise: HAB Drill	3	8	24
6/5/2015	Action Item: Proposed NUREG 0654 accepting public comment/HSEM wants county response	1	8	8
6/5/2015	Action Item: Created Quick Reference cards for new Cisco Phones in EOC	1	2	2
6/5/2015	Action Item: Established Quick Dial numbers for all new phones in EOC	1	2	2
6/10/2015	Exercise: Risk County Radio Test	2	1	2
6/10/2015	Action Item: Budget-Submit Claims forms for EOC Expenditures & P/O for Equipment	1	4	4
6/10/2015	Action Item: Received & Reviewed School District Questionnaire for Evacuation Tabletop	2	2	4
6/11/2015	Workshop: Monticello High School Tabletop	2	8	16
6/12/2015	Workshop: Quarterly REP at Goodhue Cty (HSEM+Stakeholders) & Travel Time	2	12	24
6/16/2015	Action Item: Respond to Pharmacy Request to replace expired KI/Coordinated w/HSEM	1	2	2
6/19/2015	Workshop: Procedures Review/Training on Precautionary Measures w/Amy	2	8	16
6/22/2015	Action Item: Budget-Submit Claims forms for EOC Expenditures & P/O for Equipment	1	4	4

NUCLEAR PREPAREDNESS ACTIVITY REPORT
(Period October 28, 2014 to Oct 30, 2015)

6/23/2015	Training: Mitigation Training by Steve Berg	1	4	4
6/24/2015	Exercise: Host Public Health EMS Exercise with State Public Health	1	5	5
6/26/2015	Action Item: Set up Computers in EOC for Public Health Exercise & Take down	1	2	2
6/29/2015	Action Item: Reconcile Nuclear Grant Expenditures for Grant Cycle 2015	1	8	8
6/30/2015	Action Item: Reconcile Nuclear Grant Expenditures for Grant Cycle 2015	1	8	8
6/30/2015	Action Item: Process Emergency Registration Cards for June	1	2	2
6/30/2015	Action Item: Reviewed Public Alert & Notification System Report (PANS) for June	1	1	1
7/1/2015	Action Item: Reconcile Nuclear Grant Expenditures for Grant Cycle 2015	1	8	8
7/1/2015	Action Item: Finalize Catering for HAB Drill on 7/7/2015	1	2	2
7/1/2015	Action Item: Finalize Order for Embroidered Shirts for all EOC Staff & Offsite	1	6	6
7/2/2015	Workshop: Pre-HAB Drill Planning & Preparation	3	8	24
7/6/2015	Action Item: Provide List to HSEM/Greg Sogaard on Contact Persons of Schools in EPZ	1	4	4
7/6/2015	Action Item: Locate Dosimeter Chargers & Take to LEC	1	2	2
7/6/2015	Action Item: Download the Monticello Plan Supplement, Print and replace in EOC binders	1	4	4
7/6/2015	Action Item: Coordinate with Alex to obtain updated MAPs for GIS	1	2	2
7/6/2015	Training: Provide training to Explorer Scouts on their duties in the EOC	1	4	4
7/7/2015	Exercise: Nuclear Drill - Full Scale Plume Phase & HAB	3	8	24
7/8/2015	Exercise: Risk County Radio Test	2	1	2
7/8/2015	Action Item: Budget-Submit Claims forms for EOC Expenditures & P/O for Equipment	1	4	4
7/13/2015	Workshop: Finalize & Review Procedures for Opns Chief/Asst Opns w/Amy Hass	2	8	16
7/15/2015	Action Item: Software Upgrades to all EOC Laptops w/Brian (IT)	1	4	4
7/16/2015	Action Item: Received 8 Cases of KI - Resupplied 200 Kits at LEC	2	8	16
7/21/2015	Meeting: FEMA Entrance Meeting w/HSEM & Kaleidoscope School	1	2	2
7/21/2014	Exercise: FEMA Evaluation of Kaleidoscope School	1	4	4
7/24/2015	Action Item: Finalize HSEM Grant Submittal for FY16-17	1	8	8
7/27/2015	Action Item: Budget-Submit Claims forms for EOC Expenditures & P/O for Equipment	1	4	4
7/27/2015	Workshop: Opns Chief Procedure Walk Thru w/Amy	2	4	8
7/27/2015	Action Item: Process Emergency Registration Cards for July	1	2	2
7/27/2015	Action Item: Reviewed Public Alert & Notification System Report (PANS) for Jul	1	1	1
7/28/2015	Action Item: Set Up Nuclear Preparedness Booth at County Fair	2	4	8
7/29/2015	Action Item: Staff Nuclear Preparedness Booth at County Fair	3	10	30
7/30/2015	Action Item: Staff Nuclear Preparedness Booth at County Fair	3	10	30
7/31/2015	Action Item: Staff Nuclear Preparedness Booth at County Fair	3	10	30
8/1/2015	Action Item: Staff Nuclear Preparedness Booth at County Fair	3	10	30
8/2/2015	Action Item: Staff Nuclear Preparedness Booth at County Fair & Tear Down	2	8	16
8/4/2015	Exercise: Observe REP Reception Center Drill in Rogers (PM Event)	1	4	4
8/4/2015	Training: Highway & Sheriff Traffic Control Point Training	2	8	16
8/5/2015	Action Item: Budget-Submit Claims forms for EOC Expenditures & P/O for Equipment	1	4	4
8/7/2015	Meeting: Prepare Report & Deliver MNGP Quarterly REP Meeting @ Chatters	2	4	8
8/7/2015	Action Item: Received Changes from HSEM on Dispatch Procedures, Updated SOPs	1	2	2
8/12/2015	Exercise: Risk County Radio Test	2	1	2
8/12/2015	Meeting: Wright County EMS Advisory Meeting - Delano FD w/Travel (PM event)	1	5	5
8/14/2015	Action Item: Final Preparation of EOC (Maps, Computers, SOPs, GIS, Food)	3	8	24
8/17/2015	Meeting: FEMA Entrance Meetings & FEMA Evaluation of Monticello Schools	2	8	16
8/17/2015	Action Item: Late Delivery & Set Up of EOC Phone Headsets w/IT (afterhours)	1	4	4
8/18/2015	Exercise: Full Scale FEMA Evaluated Exercise	3	8	24
8/19/2015	Action Item: Budget-Submit Claims forms for EOC Expenditures & P/O for Equipment	1	4	4
8/20/2015	Meeting: w/Harral Logaras - Nuclear Regulatory Commission (NRC) Rep	1	2	2
8/20/2015	Exercise: FEMA Outbriefing w/Media (1 Hr) & Participants (1 Hr)	2	2	4
8/20/2015	Action Item: Receive & Review the ETE Population Report - Submit new data by 11/2/15	1	4	4
8/31/2015	Meeting: Code Red Meeting	2	2	4
8/31/2016	Action Item: Process Emergency Registration Cards for August	1	2	2

NUCLEAR PREPAREDNESS ACTIVITY REPORT

(Period October 28, 2014 to Oct 30, 2015)

8/31/2015	Action Item: Reviewed Public Alert & Notification System Report (PANS) for Aug	1	1	1
9/2/2015	Action Item: Budget-Submit Claims forms for EOC Expenditures & P/O for Equipment	1	4	4
9/9/2015	Exercise: Risk County Radio Test	2	1	2
9/10/2015	Meeting: Prepare Report for the Quarterly HSEM & Stakeholder Mtg on 9/11/15	1	4	4
9/11/2015	Workshop: Quarterly REP at Sherburne Cty (HSEM+Stakeholders)	2	8	16
9/15/2015	Exercise: Observe Dept of Human Services Reception Center Drill in St. Cloud (PM Event)	1	4	4
9/16/2015	Action Item: Budget-Submit Claims forms for EOC Expenditures & P/O for Equipment	1	4	4
9/23/2015	Meeting: Xcel Engery Partnership Breakfast Meeting	2	3	6
9/29/2015	Exercise: Observe Dept of Human Services Reception Center Drill in Princeton	1	8	8
9/30/2015	Action Item: Process Emergency Registration Cards for September	1	2	2
9/30/2015	Action Item: Reviewed Public Alert & Notification System Report (PANS) for Oct	1	1	1
10/2/2015	Action Item: HSEM Map Requisition	1	4	4
10/7/2015	Action Item: Budget-Submit Claims forms for EOC Expenditures & P/O for Equipment	1	4	4
10/12/2015	Meeting: County Public Hearing on Emergency Mitigation Plans	1	4	4
10/14/2015	Workshop: Wright County REP Plan Review w/HSEM	2	8	16
10/19/2015	Action Item: Conduct final review & feedback on Monticello Emergency Planning guide/calendar	2	2	4
10/20/2015	Action Item: Budget-Submit Claims forms for EOC Expenditures & P/O for Equipment	1	4	4
10/21/2015	Action Item: Reviewed DRAFT Report of the Evacuation Time Estimate & discussed at length w/	2	2	4
10/22/2015	Training: HSEM Training with Wright Co Highway Dept at Public Works Bldg	2	8	16
10/23/2015	Action Item: Responded to Request from Xcel to update all Wright County Phone Rosters	1	4	4
10/23/2015	Action Item: Xcel Energy and OROs review draft report and provide comments to KLD	1	4	4
10/23/2015	Action Item: Received statewide emergency managers listing, copied & filed in EOC	1	2	2
10/29/2015	Action Item: Xcel Energy and OROs review draft report and provide comments to KLD	1	2	2
10/30/2015	Meeting: Prepare Report & Deliver MNGP Quarterly REP Meeting @ Chatters	2	4	8
10/30/2015	Action Item: Process Emergency Registration Cards for October	1	2	2
10/30/2015	Action Item: Reviewed Public Alert & Notification System Report (PANS) for Oct	1	1	1
CUMMULATIVE HOURS TOTAL (12 MONTHS)		1633		
ACTION ITEM TOTAL		674		
EXERCISE/TABLETOP/TRAINING/MEETING TOTAL		959		
EVENTS NOT ATTENDED TOTAL HOURS		412		
Governor's Conference (3 Days X 2 Staff=48 Hours) All MN Emergency Management (AMEM) Conference: (3.5 Days X 2 Staff=60 Hours) National REP (NREP) Conference: (5 Days x 2 Staff=80 Hours) HSEM Rep Training at Camp Ripley (5 Days X 2 Staff=80 Hours) Meetings (EMS Advisory Meetings/Human Services/Public Health (8 Hrs/Month X 12 Months =96 Hours) Other (Undefined) [Estimated: 4 Hrs Per month = 48 Hours)				

WRIGHT COUNTY
2017 BUDGET WORKSHEET

		2016	Department Changes	2017 Department Request	2017 Veterans Budget Impact (if Adopted)
CIVIL DEFENSE/NUCLEAR PREPAREDNESS					
01-281-000-0000-5801	REFUNDS & REIMBURSEMENTS	30,000	0	30,000	
	TOTAL REVENUES	30,000	0	30,000	HSEM REVENUE SALARY
01-281-000-0000-6101	FULL TIME PERSONNEL	75,475	0	75,475	
01-281-000-0000-6153	COUNTY SHARE INSURANCE	20,982	0	20,982	
01-281-000-0000-6162	MEDICARE	1,095	0	1,095	
01-281-000-0000-6163	PERA	5,661	0	5,661	
01-281-000-0000-6175	SOCIAL SECURITY	4,679	0	4,679	
01-281-000-0000-6203	TELEPHONE	0	0	0	
01-281-000-0000-6205	POSTAGE	0	0	0	
01-281-000-0000-6233	PHOTOCOPYING	0	0	0	
01-281-000-0000-6245	MEMBERSHIPS, DUES & FEES	0	0	0	
01-281-000-0000-6260	SOFTWARE OR SYSTEMS SUPPORT	0	0	0	
01-281-000-0000-6261	PROFESSIONAL SERVICES	0	0	0	
01-281-000-0000-6301	REPAIRS & MAINTENANCE	0	0	0	
01-281-000-0000-6331	TRAVEL	0	0	0	
01-281-000-0000-6334	MEALS	0	0	0	
01-281-000-0000-6338	CONFERENCES & MEETINGS	0	0	0	
01-281-000-0000-6341	RENTALS AND LEASES	12,095	0	12,095	
01-281-000-0000-6342	RENT-COUNTY BUILDINGS	13,299	0	13,299	
01-281-000-0000-6343	MACHINERY OR EQUIPMENT LEASES	0	0	0	
01-281-000-0000-6411	OPERATING SUPPLIES	0	0	0	
01-281-000-0000-6620	COMPUTER OR SOFTWARE PURCHASES	0	0	0	
01-281-000-0000-6621	FURNITURE & EQUIPMENT	0	0	0	
01-281-000-0000-6804	STAFF TRAINING	0	0	0	
	TOTAL EXPENSES	133,286	0	133,286	
	NET LEVY	(103,286)	0	(103,286)	

\$107,892
Projected Shortfall to Veterans Budget

Represents Salary & Insurance for 1 -FTE (Colleen) and 1/2 Directors (Launette)
\$107,892

2017 VETERANS BUDGET IMPACT IF ADOPTED

BUILDING RENTS & LEASES IMPACT ???	???	\$0 IF NO CHANGES
NUCLEAR OWNS ALL:		VET USES
(2) Copier/Printer/Fax Combo's		(1) Vet
(2) Color Printers 1 w/map print		(1) Vet
(2) Fax Machines		(1) Vet
(1) B/W Printer		(1) Vet

SML7587
8/18/2016

1:37:23PM

*** 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

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		
2609	CENTURYLINK					
	01-005-000-0000-6203		0.85	612 E60 0050 860		TELEPHONE
	01-005-000-0000-6203		0.38	612 E60 0138 401		TELEPHONE
	01-005-000-0000-6203		2.47	763 682 3900 431		TELEPHONE
	01-005-000-0000-6203		0.28	763 682 3700 402		TELEPHONE
	01-005-000-0000-6203		0.04	763 682 3995 596		TELEPHONE
2609	CENTURYLINK		4.02		5 Transactions	
2618	CENTURYLINK					
	01-005-000-0000-6203		1.81	63276699	1383726304	TELEPHONE
	01-005-000-0000-6203		1.77-	CREDIT 63276699	1383726304	TELEPHONE
2618	CENTURYLINK		0.04		2 Transactions	
3172	POTTER/MICHAEL J					
	01-005-000-0000-6331		175.50	351 MILES		TRAVEL
3172	POTTER/MICHAEL J		175.50		1 Transactions	
2490	UNITED PARCEL SERVICE					
	01-005-000-0000-6205		5.56	SHIPPING		POSTAGE
2490	UNITED PARCEL SERVICE		5.56		1 Transactions	
5	DEPT Total:		185.12	COUNTY BOARD	4 Vendors	9 Transactions
13	DEPT			COURT ADMINISTRATOR		
2609	CENTURYLINK					
	01-013-000-0000-6203		2.03	763 682 3995 596		TELEPHONE
	01-013-000-0000-6203		102.03	763 682 3900 431		TELEPHONE
	01-013-000-0000-6203		11.03	763 682 3700 402		TELEPHONE
	01-013-000-0000-6203		35.85	612 E60 0050 860		TELEPHONE
	01-013-000-0000-6203		17.39	612 E60 0138 401		TELEPHONE
2609	CENTURYLINK		168.33		5 Transactions	
2618	CENTURYLINK					
	01-013-000-0000-6203		72.94-	CREDIT 63276699	1383726304	TELEPHONE
	01-013-000-0000-6203		74.74	63276699	1383726304	TELEPHONE
2618	CENTURYLINK		1.80		2 Transactions	
1203	GABRIEL/CATHLEEN					

*** 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
	01-013-000-0000-6270		100.00	FA 06 9371 APPEARANCE 8/4/16		COURT APPOINTED COUNSEL
	01-013-000-0000-6270		100.00	PR 16 668 APPEARANCE 8/3/16		COURT APPOINTED COUNSEL
	01-013-000-0000-6270		100.00	FA 08 8594 APPEARANCE 8/4/16		COURT APPOINTED COUNSEL
	01-013-000-0000-6270		100.00	PR 16 3065 APPEARANCE 8/3/16		COURT APPOINTED COUNSEL
1203	GABRIEL/CATHLEEN		400.00		4 Transactions	
2513	PURICK/RYAN					
	01-013-000-0000-6270		100.00	FA 09 709 APPEARANCE 8/4/16		COURT APPOINTED COUNSEL
2513	PURICK/RYAN		100.00		1 Transactions	
147	RAMACCIOTTI/FRANK					
	01-013-000-0000-6270		100.00	FA 11 6057 APPEARANCE 7/28/16		COURT APPOINTED COUNSEL
	01-013-000-0000-6270		100.00	FA 07 10006 APPEARANCE 7/28/16		COURT APPOINTED COUNSEL
147	RAMACCIOTTI/FRANK		200.00		2 Transactions	
2490	UNITED PARCEL SERVICE					
	01-013-000-0000-6205		5.56	SHIPPING		POSTAGE
2490	UNITED PARCEL SERVICE		5.56		1 Transactions	
13	DEPT Total:		875.69	COURT ADMINISTRATOR	6 Vendors	15 Transactions
25	DEPT			COURT SERVICES		
13935	ANOKA COUNTY CORRECTIONS					
	01-025-000-0000-6265		4,780.00	JULY 2016 JUV DET FEES	644861	DETENTION
13935	ANOKA COUNTY CORRECTIONS		4,780.00		1 Transactions	
2609	CENTURYLINK					
	01-025-000-0000-6203		3.02	763 682 3995 596		TELEPHONE
	01-025-000-0000-6203		53.33	612 E60 0050 860		TELEPHONE
	01-025-000-0000-6203		25.87	612 E60 0138 401		TELEPHONE
	01-025-000-0000-6203		16.42	763 682 3700 402		TELEPHONE
	01-025-000-0000-6203		151.80	763 682 3900 431		TELEPHONE
2609	CENTURYLINK		250.44		5 Transactions	
2618	CENTURYLINK					
	01-025-000-0000-6203		111.21	63276699	1383726304	TELEPHONE
	01-025-000-0000-6203		108.53	CREDIT 63276699	1383726304	TELEPHONE
2618	CENTURYLINK		2.68		2 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
4338	HEIKKINEN/DANIEL 01-025-000-0000-6331			100.00	200 MILES		TRAVEL
4338	HEIKKINEN/DANIEL			100.00	1 Transactions		
3294	KORBEL/KAYLEE 01-025-000-0000-6331			20.00	40 MILES		TRAVEL
3294	KORBEL/KAYLEE			20.00	1 Transactions		
20931	MARIA FELGER RAMOS LLC 01-025-000-0000-6261			120.00	INTERPRETER SANCHEZ 8/4/16	2016161	PROFESSIONAL SERVICES
20931	MARIA FELGER RAMOS LLC			120.00	1 Transactions		
2490	UNITED PARCEL SERVICE 01-025-000-0000-6205			5.56	SHIPPING		POSTAGE
2490	UNITED PARCEL SERVICE			5.56	1 Transactions		
1538	WRIGHT COUNTY HIGHWAY DEPT 01-025-000-0000-6301			271.91	REPAIR/PARTS JULY 2016	556	REPAIRS & MAINTENANCE
	01-025-000-0000-6331			124.35	FUEL JULY 2016	556	TRAVEL
1538	WRIGHT COUNTY HIGHWAY DEPT			396.26	2 Transactions		
25	DEPT Total:			5,674.94	COURT SERVICES	8 Vendors	14 Transactions
31	DEPT				COUNTY COORDINATOR		
2609	CENTURYLINK 01-031-000-0000-6203			3.44	763 682 3700 402		TELEPHONE
	01-031-000-0000-6203			5.43	612 E60 0138 401		TELEPHONE
	01-031-000-0000-6203			0.63	763 682 3995 596		TELEPHONE
	01-031-000-0000-6203			31.85	763 682 3900 431		TELEPHONE
	01-031-000-0000-6203			11.19	612 E60 0050 860		TELEPHONE
2609	CENTURYLINK			52.54	5 Transactions		
2618	CENTURYLINK 01-031-000-0000-6203			22.77-	CREDIT 63276699	1383726304	TELEPHONE
	01-031-000-0000-6203			23.33	63276699	1383726304	TELEPHONE
2618	CENTURYLINK			0.56	2 Transactions		
1640	MCHRMA 01-031-000-0000-6338			300.00	MACA CONFERENCE X3	81616	CONFERENCES & MEETINGS

*** 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
1640	MCHRMA		300.00		1 Transactions	
3921	OFFICE DEPOT					
	01-031-000-0000-6411		4.78	SUPPLIES 855658974001		OPERATING SUPPLIES
	01-031-000-0000-6411		23.61	SUPPLIES 856411253001		OPERATING SUPPLIES
	01-031-000-0000-6411		45.92	SUPPLIES 855658890001		OPERATING SUPPLIES
3921	OFFICE DEPOT		74.31		3 Transactions	
2490	UNITED PARCEL SERVICE					
	01-031-000-0000-6205		5.56	SHIPPING		POSTAGE
2490	UNITED PARCEL SERVICE		5.56		1 Transactions	
31	DEPT Total:		432.97	COUNTY COORDINATOR	5 Vendors	12 Transactions
41	DEPT			COUNTY AUDITOR-TREASURER		
2609	CENTURYLINK					
	01-041-000-0000-6203		59.88	763 682 3900 431		TELEPHONE
	01-041-000-0000-6203		6.48	763 682 3700 402		TELEPHONE
	01-041-000-0000-6203		21.04	612 E60 0050 860		TELEPHONE
	01-041-000-0000-6203		10.21	612 E60 0138 401		TELEPHONE
	01-041-000-0000-6203		1.19	763 682 3995 596		TELEPHONE
2609	CENTURYLINK		98.80		5 Transactions	
2618	CENTURYLINK					
	01-041-000-0000-6203		43.87	63276699	1383726304	TELEPHONE
	01-041-000-0000-6203		42.81-	CREDIT 63276699	1383726304	TELEPHONE
2618	CENTURYLINK		1.06		2 Transactions	
2616	MDRA					
	01-041-000-0000-6338		30.00	MDRA ANNUAL MEETING 9/16/16		CONFERENCES & MEETINGS
2616	MDRA		30.00		1 Transactions	
2490	UNITED PARCEL SERVICE					
	01-041-000-0000-6205		5.48	SHIPPING		POSTAGE
2490	UNITED PARCEL SERVICE		5.48		1 Transactions	
41	DEPT Total:		135.34	COUNTY AUDITOR-TREASURER	4 Vendors	9 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
63	DEPT			IT (INFORMATIONAL TECHNOLOGY)		
2609	CENTURYLINK					
	01-063-000-0000-6203		0.60	763 682 3995 596		TELEPHONE
	01-063-000-0000-6203		30.32	763 682 3900 431		TELEPHONE
	01-063-000-0000-6203		5.17	612 E60 0138 401		TELEPHONE
	01-063-000-0000-6203		3.28	763 682 3700 402		TELEPHONE
	01-063-000-0000-6203		10.65	612 E60 0050 860		TELEPHONE
2609	CENTURYLINK		50.02		5 Transactions	
2618	CENTURYLINK					
	01-063-000-0000-6203		21.68-	CREDIT 63276699	1383726304	TELEPHONE
	01-063-000-0000-6203		22.21	63276699	1383726304	TELEPHONE
2618	CENTURYLINK		0.53		2 Transactions	
2490	UNITED PARCEL SERVICE					
	01-063-000-0000-6261		5.56	SHIPPING		PROFESSIONAL SERVICES
2490	UNITED PARCEL SERVICE		5.56		1 Transactions	
63	DEPT Total:		56.11	IT (INFORMATIONAL TECHNOLOGY)	3 Vendors	8 Transactions
71	DEPT			ELECTIONS		
2490	UNITED PARCEL SERVICE					
	01-071-000-0000-6205		5.56	SHIPPING		POSTAGE
2490	UNITED PARCEL SERVICE		5.56		1 Transactions	
71	DEPT Total:		5.56	ELECTIONS	1 Vendors	1 Transactions
91	DEPT			COUNTY ATTORNEY		
2609	CENTURYLINK					
	01-091-000-0000-6203		9.96	763 682 3700 402		TELEPHONE
	01-091-000-0000-6203		15.70	612 E60 0138 401		TELEPHONE
	01-091-000-0000-6203		32.36	612 E60 0050 860		TELEPHONE
	01-091-000-0000-6203		92.11	763 682 3900 431		TELEPHONE
	01-091-000-0000-6203		1.83	763 682 3995 596		TELEPHONE
2609	CENTURYLINK		151.96		5 Transactions	
2618	CENTURYLINK					
	01-091-000-0000-6203		65.85-	CREDIT 63276699	1383726304	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
2618	CENTURYLINK 01-091-000-0000-6203		67.48 1.63	63276699	1383726304	TELEPHONE
				2 Transactions		
1264	DELL MARKETING LP 01-091-000-0000-6620		94.32	DISPLAY PORT TO VGA	XK16N33C1	COMPUTER OR SOFTWARE PURCHASES
	01-091-000-0000-6620		2,477.55	COMPUTERS X3	XK17176PS	COMPUTER OR SOFTWARE PURCHASES
1264	DELL MARKETING LP		2,571.87			
				2 Transactions		
586	FRAZIER/TERRY 01-091-000-0000-6331		12.00	REIMBURSE PARKING		TRAVEL
	01-091-000-0000-6338		175.00	REIMBURSE SEMINAR		CONFERENCES & MEETINGS
586	FRAZIER/TERRY		187.00			
				2 Transactions		
29751	HENNEPIN COUNTY SHERIFF 01-091-000-0000-6261		80.00	SERVICE FEES STATE V DECKERT	75569	PROFESSIONAL SERVICES
29751	HENNEPIN COUNTY SHERIFF		80.00			
				1 Transactions		
25	MCAA 01-091-000-0000-6235		66.00	CHILD SUPPORT CODE BOOKS X3	200001263	PUBLICATIONS & BROCHURES
25	MCAA		66.00			
				1 Transactions		
3921	OFFICE DEPOT 01-091-000-0000-6411		536.47	SUPPLIES 855460651001		OPERATING SUPPLIES
	01-091-000-0000-6411		146.27	SUPPLIES 855460574001		OPERATING SUPPLIES
3921	OFFICE DEPOT		682.74			
				2 Transactions		
1619	SHERBURNE COUNTY SHERIFF 01-091-000-0000-6261		53.20	SERVICE FEES STATE V SHAW	161086	PROFESSIONAL SERVICES
1619	SHERBURNE COUNTY SHERIFF		53.20			
				1 Transactions		
1620	STEARNS COUNTY SHERIFF 01-091-000-0000-6261		50.00	SERVICE FEES STATE V ERGEN	161974	PROFESSIONAL SERVICES
1620	STEARNS COUNTY SHERIFF		50.00			
				1 Transactions		
6641	THOMSON REUTERS WEST PUBLISHING C 01-091-000-0000-6235		132.52	SUBSCRIPTION UPDATE	834534690	PUBLICATIONS & BROCHURES
6641	THOMSON REUTERS WEST PUBLISHING C		132.52			
				1 Transactions		
1192	TOTAL PRINTING					

*** 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
	01-091-000-0000-6411			185.00	ENVELOPES	1109	OPERATING SUPPLIES
1192	TOTAL PRINTING			185.00	1 Transactions		
2490	UNITED PARCEL SERVICE						
	01-091-000-0000-6205			5.56	SHIPPING		POSTAGE
2490	UNITED PARCEL SERVICE			5.56	1 Transactions		
91	DEPT Total:			4,167.48	COUNTY ATTORNEY	12 Vendors	20 Transactions
100	DEPT				OTHER GENERAL GOVERNMENT		
3301	ALLINA HEALTH						
	01-100-000-0000-6261			95.00	PHYSICAL NEW EMPLOYEE	300543551	PROFESSIONAL SERVICES
3301	ALLINA HEALTH			95.00	1 Transactions		
1622	ALLINA HOSPITALS & CLINIC						
	01-100-000-0000-6261			75.00	PRE PLACEMENT SCREEN	410000804	PROFESSIONAL SERVICES
	01-100-000-0000-6261			225.00	PRE PLACEMENT SCREENS	410000948	PROFESSIONAL SERVICES
1622	ALLINA HOSPITALS & CLINIC			300.00	2 Transactions		
2978	BARTHEL'S AUTO BODY						
	01-100-000-0000-6353			298.00	PARTS/LABOR UNIT 650		LIABILITY INSURANCE
2978	BARTHEL'S AUTO BODY			298.00	1 Transactions		
2609	CENTURYLINK						
	01-100-000-0000-6858			51.67	763 682 6178 B001431		FAX MACHINE
2609	CENTURYLINK			51.67	1 Transactions		
593	MOTOROLA INC						
	01-100-000-0000-6305			14,093.34	MOTOROLA 800 MHZ MAINT 11/30	78354334	800MHZ MAINTENANCE EXPENSE
593	MOTOROLA INC			14,093.34	1 Transactions		
3636	SELECT ACCOUNT						
	01-100-000-0000-6261			955.20	JULY 2016 PARTICIPANT FEE		PROFESSIONAL SERVICES
3636	SELECT ACCOUNT			955.20	1 Transactions		
41	TKDA						
	01-100-000-0000-6353			4,200.00	ENGINEERING SERVICES WASTE FAC	2016002410	LIABILITY INSURANCE
41	TKDA			4,200.00	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
100	DEPT Total:		19,993.21	OTHER GENERAL GOVERNMENT	7 Vendors	8 Transactions
101	DEPT			COUNTY RECORDER		
2609	CENTURYLINK					
	01-101-000-0000-6203		0.05	763 682 3995 596		TELEPHONE
	01-101-000-0000-6203		2.67	763 682 3900 431		TELEPHONE
	01-101-000-0000-6203		0.94	612 E60 0050 860		TELEPHONE
	01-101-000-0000-6203		0.46	612 E60 0138 401		TELEPHONE
	01-101-000-0000-6203		0.29	763 682 3700 402		TELEPHONE
	2609 CENTURYLINK		4.41			5 Transactions
2618	CENTURYLINK					
	01-101-000-0000-6203		1.96	63276699	1383726304	TELEPHONE
	01-101-000-0000-6203		1.91-	CREDIT 63276699	1383726304	TELEPHONE
	2618 CENTURYLINK		0.05			2 Transactions
3921	OFFICE DEPOT					
	01-101-000-0000-6411		27.74	SUPPLIES 855726623001		OPERATING SUPPLIES
	01-101-000-0000-6411		10.82	SUPPLIES 851873142001		OPERATING SUPPLIES
	01-101-000-0000-6411		87.54	SUPPLIES 851870056001		OPERATING SUPPLIES
	01-101-000-0000-6411		6.01	SUPPLIES 85546574001		OPERATING SUPPLIES
	3921 OFFICE DEPOT		132.11			4 Transactions
2490	UNITED PARCEL SERVICE					
	01-101-000-0000-6205		5.56	SHIPPING		POSTAGE
	2490 UNITED PARCEL SERVICE		5.56			1 Transactions
101	DEPT Total:		142.13	COUNTY RECORDER	4 Vendors	12 Transactions
103	DEPT			SURVEYOR		
2609	CENTURYLINK					
	01-103-000-0000-6203		8.96	763 682 3900 431		TELEPHONE
	01-103-000-0000-6203		0.97	763 682 3700 402		TELEPHONE
	01-103-000-0000-6203		3.15	612 E60 0050 860		TELEPHONE
	01-103-000-0000-6203		1.53	612 E60 0138 401		TELEPHONE
	01-103-000-0000-6203		0.18	763 682 3995 596		TELEPHONE
	2609 CENTURYLINK		14.79			5 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
2618	CENTURYLINK 01-103-000-0000-6203			6.57	63276699	1383726304	TELEPHONE
	01-103-000-0000-6203			6.41-	CREDIT 63276699	1383726304	TELEPHONE
2618	CENTURYLINK			0.16		2 Transactions	
2490	UNITED PARCEL SERVICE 01-103-000-0000-6205			5.56	SHIPPING		POSTAGE
2490	UNITED PARCEL SERVICE			5.56		1 Transactions	
1538	WRIGHT COUNTY HIGHWAY DEPT 01-103-000-0000-6451			102.30	FUEL	560	FUEL - LUBE ETC
1538	WRIGHT COUNTY HIGHWAY DEPT			102.30		1 Transactions	
103	DEPT Total:			122.81	SURVEYOR	4 Vendors	9 Transactions
105	DEPT				ASSESSOR		
3772	ANDERSON/TAMARA 01-105-000-0000-6338			20.00	REGISTRATION REIMBURSEMENT		CONFERENCES & MEETINGS
3772	ANDERSON/TAMARA			20.00		1 Transactions	
2609	CENTURYLINK 01-105-000-0000-6203			0.68	763 682 3995 596		TELEPHONE
	01-105-000-0000-6203			3.69	763 682 3700 402		TELEPHONE
	01-105-000-0000-6203			5.82	612 E60 0138 401		TELEPHONE
	01-105-000-0000-6203			34.14	763 682 3900 431		TELEPHONE
	01-105-000-0000-6203			11.99	612 E60 0050 860		TELEPHONE
2609	CENTURYLINK			56.32		5 Transactions	
2618	CENTURYLINK 01-105-000-0000-6203			25.01	63276699	1383726304	TELEPHONE
	01-105-000-0000-6203			24.41-	CREDIT 63276699	1383726304	TELEPHONE
2618	CENTURYLINK			0.60		2 Transactions	
3921	OFFICE DEPOT 01-105-000-0000-6411			56.34	SUPPLIES 855140751001		OPERATING SUPPLIES
3921	OFFICE DEPOT			56.34		1 Transactions	
5860	RASMUSON/ANTHONY 01-105-000-0000-6621			87.15	REIMBURSE DISTO TOOL		FURNITURE & EQUIPMENT

*** 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
5860	RASMUSON/ANTHONY		87.15		1 Transactions	
2490	UNITED PARCEL SERVICE 01-105-000-0000-6205		5.56	SHIPPING		POSTAGE
2490	UNITED PARCEL SERVICE		5.56		1 Transactions	
1538	WRIGHT COUNTY HIGHWAY DEPT 01-105-000-0000-6451		224.50	FUEL		FUEL - LUBE ETC
	01-105-000-0000-6452		92.38	PARTS/LABOR		VEHICLE MAINTENANCE
1538	WRIGHT COUNTY HIGHWAY DEPT		316.88		2 Transactions	
105	DEPT Total:		542.85	ASSESSOR	7 Vendors	13 Transactions
107	DEPT			PLANNING AND ZONING		
2609	CENTURYLINK 01-107-000-0000-6203		6.31	763 682 3700 402		TELEPHONE
	01-107-000-0000-6203		1.16	763 682 3995 596		TELEPHONE
	01-107-000-0000-6203		9.95	612 E60 0138 401		TELEPHONE
	01-107-000-0000-6203		20.50	612 E60 0050 860		TELEPHONE
	01-107-000-0000-6203		58.36	763 682 3900 431		TELEPHONE
2609	CENTURYLINK		96.28		5 Transactions	
2618	CENTURYLINK 01-107-000-0000-6203		41.72	CREDIT 63276699	1383726304	TELEPHONE
	01-107-000-0000-6203		42.75	63276699	1383726304	TELEPHONE
2618	CENTURYLINK		1.03		2 Transactions	
1487	MN DEPARTMENT OF LABOR & INDUSTRY 01-107-000-0000-5830		1,203.30	JULY SURCHARGE 25402171000		MISCELLANEOUS REVENUE
1487	MN DEPARTMENT OF LABOR & INDUSTRY		1,203.30		1 Transactions	
3921	OFFICE DEPOT 01-107-000-0000-6411		47.69	SUPPLIES 855619865001		OPERATING SUPPLIES
	01-107-000-0000-6411		192.00	SUPPLIES 855620262001		OPERATING SUPPLIES
	01-107-000-0000-6411		113.77	SUPPLIES 855087590001		OPERATING SUPPLIES
3921	OFFICE DEPOT		353.46		3 Transactions	
2490	UNITED PARCEL SERVICE 01-107-000-0000-6205		5.56	SHIPPING		POSTAGE

*** 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
2490	UNITED PARCEL SERVICE			5.56		1 Transactions	
1538	WRIGHT COUNTY HIGHWAY DEPT						
	01-107-000-0000-6451			504.70	FUEL		FUEL - LUBE ETC
	01-107-000-0000-6452			57.65	LABOR		VEHICLE MAINTENANCE
1538	WRIGHT COUNTY HIGHWAY DEPT			562.35		2 Transactions	
107	DEPT Total:			2,221.98	PLANNING AND ZONING	6 Vendors	14 Transactions
111	DEPT				BUILDING CARE		
1622	ALLINA HOSPITALS & CLINIC						
	01-111-000-0000-6301			3,370.00	HEARTSAFE PACKAGE	110020984	REPAIRS & MAINTENANCE
1622	ALLINA HOSPITALS & CLINIC			3,370.00		1 Transactions	
6156	AMERIPRIDE SERVICES						
	01-111-000-0000-6301			23.32	CREDIT 7/15/16	54481	REPAIRS & MAINTENANCE
	01-111-000-0000-6301			97.35	UNIFORM SERVICES GC 7/5/16	800796	REPAIRS & MAINTENANCE
	01-111-000-0000-6302			55.87	UNIFORM SERVICES LEC 7/05/16	800824	JAIL/LEC REPAIRS AND MAINTENANCE
	01-111-000-0000-6301			98.47	UNIFORM SERVICES GC 7/12/16	803274	REPAIRS & MAINTENANCE
	01-111-000-0000-6302			55.87	UNIFORM SERVICES LEC 7/12/16	803292	JAIL/LEC REPAIRS AND MAINTENANCE
	01-111-000-0000-6301			97.95	UNIFORM SERVICES GC 7/19/16	805904	REPAIRS & MAINTENANCE
	01-111-000-0000-6302			55.84	UNIFORM SERVICES LEC 7/19/16	805920	JAIL/LEC REPAIRS AND MAINTENANCE
	01-111-000-0000-6301			97.35	UNIFORM SERVICES GC 7/26/16	808411	REPAIRS & MAINTENANCE
6156	AMERIPRIDE SERVICES			535.38		8 Transactions	
5974	CENTER POINT ENERGY						
	01-111-000-0000-6409			49.55	7410820 0		JAIL/LEC FUEL FOR BUILDING
5974	CENTER POINT ENERGY			49.55		1 Transactions	
2609	CENTURYLINK						
	01-111-000-0000-6251			75.42	763 682 241 1493		UTILITY SERVICES
	01-111-000-0000-6252			289.20	763 682 4945 693		JAIL/LEC UTILITY SERVICES
2609	CENTURYLINK			364.62		2 Transactions	
5196	CLIMATE AIR						
	01-111-000-0000-6302			285.00	REPAIRS THERMOSAT JAIL 7/26	38090	JAIL/LEC REPAIRS AND MAINTENANCE
	01-111-000-0000-6301			332.50	REPAIRS COMPRESSOR GC	38091	REPAIRS & MAINTENANCE
	01-111-000-0000-6301			661.11	REPAIRS EVAPORATOR COIL HHSC	38097	REPAIRS & 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
5196	CLIMATE AIR			1,278.61		3 Transactions	
396	COMMUNITY LAWN CARE						
	01-111-000-0000-6301			247.00	WEED CONTROL GC	969577	REPAIRS & MAINTENANCE
	01-111-000-0000-6301			90.00-	CREDIT	969577	REPAIRS & MAINTENANCE
	01-111-000-0000-6301			638.06	GENERATOR DIESEL GC	969577	REPAIRS & MAINTENANCE
	01-111-000-0000-6302			2,588.86	GENERATOR FUEL LEC	969577	JAIL/LEC REPAIRS AND MAINTENANCE
396	COMMUNITY LAWN CARE			3,383.92		4 Transactions	
1118	CULLIGAN OF BUFFALO						
	01-111-000-0000-6411			129.00	SOLAR SALT	173X01652702	OPERATING SUPPLIES
1118	CULLIGAN OF BUFFALO			129.00		1 Transactions	
2812	GRAINGER						
	01-111-000-0000-6301			150.08	SUPPLIES LEC	9182668773	REPAIRS & MAINTENANCE
2812	GRAINGER			150.08		1 Transactions	
2524	GREEN VIEW INC						
	01-111-000-0000-6261			494.13	CUSTODIAL SERVICES 7/26	JULY 2016	PROFESSIONAL SERVICES
	01-111-000-0000-6261			2,495.75	CUSTODIAL SERVICES 7/12 & 7/26	JULY 2016	PROFESSIONAL SERVICES
2524	GREEN VIEW INC			2,989.88		2 Transactions	
2001	HILLYARD INC - MINNEAPOLIS						
	01-111-000-0000-6411			217.03	SUPPLIES HWY BLD	602175792	OPERATING SUPPLIES
	01-111-000-0000-6411			161.46	SUPPLIES HWY BLD	602179589	OPERATING SUPPLIES
	01-111-000-0000-6412			1,426.13	SUPPLIES LEC	602179589	JAIL/LEC OPERATING SUPPLIES
	01-111-000-0000-6411			3,021.14	SUPPLIES GC	602186697	OPERATING SUPPLIES
2001	HILLYARD INC - MINNEAPOLIS			4,825.76		4 Transactions	
3188	J N JOHNSON FIRE & SAFETY						
	01-111-000-0000-6301			1,000.00	SERVICE CONTRACT 2016-2017	2372	REPAIRS & MAINTENANCE
3188	J N JOHNSON FIRE & SAFETY			1,000.00		1 Transactions	
2285	METRO GROUP INC/THE						
	01-111-000-0000-6411			7,336.00	VAPORENE GC	464005	OPERATING SUPPLIES
2285	METRO GROUP INC/THE			7,336.00		1 Transactions	
6836	MN ELEVATOR INC						
	01-111-000-0000-6301			297.00	REPAIRS ELEVATOR GC	673022	REPAIRS & MAINTENANCE

*** 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
6836	MN ELEVATOR INC		297.00		1 Transactions	
7469	NORTHLAND CHEMICAL CORPORATION 01-111-000-0000-6411		205.76	DISINFECTANT GC	5062074	OPERATING SUPPLIES
7469	NORTHLAND CHEMICAL CORPORATION		205.76		1 Transactions	
3921	OFFICE DEPOT 01-111-000-0000-6411		106.58	SUPPLIES 856411422001		OPERATING SUPPLIES
3921	OFFICE DEPOT		106.58		1 Transactions	
6140	RUSSELL SECURITY RESOURCE INC 01-111-000-0000-6301		5.00	KEYS GC	27988	REPAIRS & MAINTENANCE
6140	RUSSELL SECURITY RESOURCE INC		5.00		1 Transactions	
3741	WASTE MANAGEMENT OF WI-MN 01-111-000-0000-6251		534.83	WASTE DISPOSAL HWY BLD 8/1/16	693904415934	UTILITY SERVICES
3741	WASTE MANAGEMENT OF WI-MN		534.83		1 Transactions	
1538	WRIGHT COUNTY HIGHWAY DEPT 01-111-000-0000-6411		54.42	FUEL GC	561	OPERATING SUPPLIES
	01-111-000-0000-6412		28.21	FUEL LEC	561	JAIL/LEC OPERATING SUPPLIES
	01-111-000-0000-6412		53.10	FUEL LEC	561	JAIL/LEC OPERATING SUPPLIES
1538	WRIGHT COUNTY HIGHWAY DEPT		135.73		3 Transactions	
1535	WRIGHT HENNEPIN ELECTRIC 01-111-000-0000-6251		22.95	050 1463 1400		UTILITY SERVICES
1535	WRIGHT HENNEPIN ELECTRIC		22.95		1 Transactions	
111	DEPT Total:		26,720.65	BUILDING CARE	19 Vendors	38 Transactions
121	DEPT			VETERANS SERVICE		
2609	CENTURYLINK 01-121-000-0000-6203		0.27	763 682 3995 596		TELEPHONE
	01-121-000-0000-6203		13.54	763 682 3900 431		TELEPHONE
	01-121-000-0000-6203		1.46	763 682 3700 402		TELEPHONE
	01-121-000-0000-6203		2.31	612 E60 0138 401		TELEPHONE
	01-121-000-0000-6203		4.76	612 E60 0050 860		TELEPHONE
2609	CENTURYLINK		22.34		5 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
2618	CENTURYLINK					
	01-121-000-0000-6203		9.68-	CREDIT 63276699	1383726304	TELEPHONE
	01-121-000-0000-6203		9.92	63276699	1383726304	TELEPHONE
2618	CENTURYLINK		0.24		2 Transactions	
2490	UNITED PARCEL SERVICE					
	01-121-000-0000-6205		5.56	SHIPPING		POSTAGE
2490	UNITED PARCEL SERVICE		5.56		1 Transactions	
121	DEPT Total:		28.14	VETERANS SERVICE	3 Vendors	8 Transactions
201	DEPT			SHERIFF		
3254	CENTRACARE HEALTH MONTICELLO					
	01-201-000-0000-6261		409.72	ICR 16015840 SANE EXAM	22021810800	PROFESSIONAL SERVICES
	01-201-000-0000-6261		444.71	ICR 16018328 SANE EXAM	22021994301	PROFESSIONAL SERVICES
3254	CENTRACARE HEALTH MONTICELLO		854.43		2 Transactions	
2609	CENTURYLINK					
	01-201-000-0000-6203		243.15	763 682 3900 431		TELEPHONE
	01-201-000-0000-6203		4.83	763 682 3995 596		TELEPHONE
	01-201-000-0000-6203		41.44	612 E60 0138 401		TELEPHONE
	01-201-000-0000-6203		85.43	612 E60 0050 860		TELEPHONE
	01-201-000-0000-6203		26.30	763 682 3700 402		TELEPHONE
2609	CENTURYLINK		401.15		5 Transactions	
2618	CENTURYLINK					
	01-201-000-0000-6203		178.13	63276699	1383726304	TELEPHONE
	01-201-000-0000-6203		173.83-	CREDIT 63276699	1383726304	TELEPHONE
2618	CENTURYLINK		4.30		2 Transactions	
2863	FAIRVIEW HEALTH SERVICES					
	01-201-000-0000-6261		427.80	ICR 16006183 SANE EXAM	1400161638300	PROFESSIONAL SERVICES
2863	FAIRVIEW HEALTH SERVICES		427.80		1 Transactions	
7367	KUSTOM SIGNALS INC					
	01-201-000-0000-6301		683.70	RADAR REPAIR	531108	REPAIRS & MAINTENANCE
7367	KUSTOM SIGNALS INC		683.70		1 Transactions	
1693	LABOR RELATIONS INFORMATION SYSTEI					

*** WRIGHT COUNTY ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description
				Service Dates	Paid On Bhf #	On Behalf of Name
1693	LABOR RELATIONS INFORMATION SYSTEI		150.00	PUBLIC SAFETY LABOR NEWS	29757	PUBLICATIONS & BROCHURES
			150.00	1 Transactions		
1506	LYNN PEAVEY COMPANY		224.00	EVIDENCE SUPPLIES	321164	OPERATING SUPPLIES
			948.00	EVIDENCE SUPPLIES	321165	OPERATING SUPPLIES
1506	LYNN PEAVEY COMPANY		1,172.00	2 Transactions		
1048	MARTIN-MCALLISTERS CONSULTING		500.00	EVALUATION	10598	PROFESSIONAL SERVICES
1048	MARTIN-MCALLISTERS CONSULTING		500.00	1 Transactions		
4477	MN CIT OFFICERS ASSOCIATION		1,250.00	CRISES INTERVENTION X2	20160802	STAFF TRAINING
			1,250.00	CRISES INTERVENTION X2	20160901	STAFF TRAINING
4477	MN CIT OFFICERS ASSOCIATION		2,500.00	2 Transactions		
2658	MONTICELLO TOWING LLC		175.00	16022777	21202	PROFESSIONAL SERVICES
2658	MONTICELLO TOWING LLC		175.00	1 Transactions		
6145	NELSON AUTO CENTER		29,924.03	NEW 2016 GMC SIERRA 2500 4WD	F36855	VEHICLES PURCHASED
			90.00	OWNERS MANUAL	F7113	OPERATING SUPPLIES
			26,062.95	NEW SQUAD 2017 INTERCEPT UTIL	F7113	VEHICLES PURCHASED
			26,062.95	NEW SQUAD 2017 INTERCEPT UTIL	F7114	VEHICLES PURCHASED
			26,062.95	NEW SQUAD 2017 INTERCEPT UTIL	F7115	VEHICLES PURCHASED
			26,062.95	NEW SQUAD 2017 INTERCEPT UTIL	F7116	VEHICLES PURCHASED
6145	NELSON AUTO CENTER		134,265.83	6 Transactions		
3844	NET TRANSCRIPTS INC		1,108.43	TRANSCRIBE STATEMENTS	8726IN	PROFESSIONAL SERVICES
3844	NET TRANSCRIPTS INC		1,108.43	1 Transactions		
3921	OFFICE DEPOT		101.94	SUPPLIES 855316550001		OPERATING SUPPLIES
3921	OFFICE DEPOT		101.94	1 Transactions		
2615	PETERSON'S TOWING & RECOVERY					

*** 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
	01-201-000-0000-6261			112.00	16022796	7526	PROFESSIONAL SERVICES
2615	PETERSON'S TOWING & RECOVERY			112.00	1 Transactions		
5712	T & M TOWING AND SNOW PLOWING						
	01-201-000-0000-6261			50.00	16022248	61351	PROFESSIONAL SERVICES
5712	T & M TOWING AND SNOW PLOWING			50.00	1 Transactions		
1192	TOTAL PRINTING						
	01-201-000-0000-6235			345.00	BUSINESS CARDS	11093	PUBLICATIONS & BROCHURES
1192	TOTAL PRINTING			345.00	1 Transactions		
2490	UNITED PARCEL SERVICE						
	01-201-000-0000-6205			22.16	SHIPPING	140177326	POSTAGE
2490	UNITED PARCEL SERVICE			22.16	1 Transactions		
1538	WRIGHT COUNTY HIGHWAY DEPT						
	01-201-000-0000-6451			11,998.88	FUEL JULY 2016	552	FUEL - LUBE ETC
	01-201-000-0000-6452			9,777.37	PARTS/LABOR/TIRES JULY 2016	552	VEHICLE MAINTENANCE
	01-201-000-0000-6802			83.72	FUEL JULY 2016	552	EM GRANT EXPENSE
1538	WRIGHT COUNTY HIGHWAY DEPT			21,859.97	3 Transactions		
201	DEPT Total:			164,733.71	SHERIFF	18 Vendors	33 Transactions
250	DEPT				SHERIFF-CORRECTIONS		
6158	ARAMARK SERVICES INC						
	01-250-000-0000-6459			7,344.68	INMATE MEALS 7/21-7/27/2016	2007233000129	LAW ENFORCE-JAIL FOOD-LAUNDRY
	01-250-000-0000-6459			8,429.45	INMATE MEALS 7/28-8/3/2016	2007233000131	LAW ENFORCE-JAIL FOOD-LAUNDRY
6158	ARAMARK SERVICES INC			15,774.13	2 Transactions		
5406	BUFFALO HOSPITAL						
	01-250-000-0000-6458			327.29	EMERGENCY ROOM VISIT	6415567500	JAIL MEDICAL
5406	BUFFALO HOSPITAL			327.29	1 Transactions		
5721	CDW GOVERNMENT INC						
	01-250-000-0000-6458			1,836.22	SCANNERS X2 JAIL MEDICAL	DVT7306	JAIL MEDICAL
5721	CDW GOVERNMENT INC			1,836.22	1 Transactions		
2609	CENTURYLINK						
	01-250-000-0000-6203			19.86	612 E60 0138 401		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
	01-250-000-0000-6203		12.60	763 682 3700 402		TELEPHONE
	01-250-000-0000-6203		2.32	763 682 3995 596		TELEPHONE
	01-250-000-0000-6203		40.94	612 E60 0050 860		TELEPHONE
	01-250-000-0000-6203		116.52	763 682 3900 431		TELEPHONE
2609	CENTURYLINK		192.24		5 Transactions	
2618	CENTURYLINK					
	01-250-000-0000-6203		83.30-	CREDIT 63276699	1383726304	TELEPHONE
	01-250-000-0000-6203		85.36	63276699	1383726304	TELEPHONE
2618	CENTURYLINK		2.06		2 Transactions	
2327	CONSULTING RADIOLOGISTS LTD MN					
	01-250-000-0000-6458		7.57	MANTOUX X RAY	477700	JAIL MEDICAL
2327	CONSULTING RADIOLOGISTS LTD MN		7.57		1 Transactions	
4475	DENTAL CARE ASSOCIATES OF BUFFALO					
	01-250-000-0000-6458		167.60	BALANCE DUE SERVICE 7/5/16	08/08/2016	JAIL MEDICAL
4475	DENTAL CARE ASSOCIATES OF BUFFALO		167.60		1 Transactions	
19799	EMERGENCY PHYSICIANS PROFESSIONAL					
	01-250-000-0000-6458		94.30	INMATE MEDICAL BUFFALO HOSP	1783077	JAIL MEDICAL
19799	EMERGENCY PHYSICIANS PROFESSIONAL		94.30		1 Transactions	
5756	KEEPRS INC					
	01-250-000-0000-6806		34.97	BARS/STRIPES/COLLAR BRASS	315666	UNIFORM ALLOWANCE
5756	KEEPRS INC		34.97		1 Transactions	
1048	MARTIN-MCALLISTERS CONSULTING					
	01-250-000-0000-6261		500.00	EVALUATION JAIL	10598	PROFESSIONAL SERVICES
1048	MARTIN-MCALLISTERS CONSULTING		500.00		1 Transactions	
43808	MCKESSON MEDICAL-SURGICAL					
	01-250-000-0000-6458		34.02	MEDICAL EQUIP/SUPPLIES	82596869	JAIL MEDICAL
	01-250-000-0000-6458		100.45	MEDICAL EQUIP/SUPPLIES	82686397	JAIL MEDICAL
43808	MCKESSON MEDICAL-SURGICAL		134.47		2 Transactions	
3413	MEND CORRECTIONAL CARE LLC					
	01-250-000-0000-6458		27,529.33	AUGUST 2016 HEALTHCARE SERVICE	1442	JAIL MEDICAL

*** 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
3413	MEND CORRECTIONAL CARE LLC				27,529.33			1	Transactions		
1331	MN SHERIFFS ASSOCIATION										
		01-250-000-0000-6804			750.00	1ST LINE SUPERVISOR X2 RIPLEY		118950			STAFF TRAINING
1331	MN SHERIFFS ASSOCIATION				750.00			1	Transactions		
3921	OFFICE DEPOT										
		01-250-000-0000-6411			34.29	SUPPLIES 854884923001					OPERATING SUPPLIES
		01-250-000-0000-6411			39.50	SUPPLIES 854885050001					OPERATING SUPPLIES
3921	OFFICE DEPOT				73.79			2	Transactions		
6073	STRATEGIC EQUIPMENT AND SUPPLY COI										
		01-250-000-0000-6459			33.54	LATCH ASSEMBLY CAMBRO EQUIP		2626926			LAW ENFORCE-JAIL FOOD-LAUNDRY
6073	STRATEGIC EQUIPMENT AND SUPPLY COI				33.54			1	Transactions		
2767	SUBURBAN EMERGENCY ASSOCIATES PA										
		01-250-000-0000-6458			229.36	INMATE MEDICAL EXPENSE		20212044X001			JAIL MEDICAL
2767	SUBURBAN EMERGENCY ASSOCIATES PA				229.36			1	Transactions		
3435	THRIFTY WHITE PHARMACY										
		01-250-000-0000-6458			164.53	JULY STOCK MEDICATIONS		783585JULY			JAIL MEDICAL
3435	THRIFTY WHITE PHARMACY				164.53			1	Transactions		
5041	TRANS UNION LLC										
		01-250-000-0000-6261			15.90	CREDIT REPORTS JAIL		07610582			PROFESSIONAL SERVICES
5041	TRANS UNION LLC				15.90			1	Transactions		
74329	WRIGHT COUNTY JAIL ADMIN										
		01-250-000-0000-6261			6.00	DOC INMATE TRAIN RIDE 8/6/16					PROFESSIONAL SERVICES
		01-250-000-0000-6261			6.00	DOC INMATE TRAIN RIDE 8/5/16					PROFESSIONAL SERVICES
74329	WRIGHT COUNTY JAIL ADMIN				12.00			2	Transactions		
250	DEPT Total:				47,879.30	SHERIFF-CORRECTIONS		19	Vendors		28 Transactions
521	DEPT					PARKS					
3263	ADVANCED DISPOSAL SERVICES										
		01-521-000-0000-6301			1,917.18	DISPOSAL HAZARDOUS WASTE		G1000024436			REPAIRS & MAINTENANCE
3263	ADVANCED DISPOSAL SERVICES				1,917.18			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
4575	ARCTIC GLACIER USA INC 01-521-000-0000-6807		221.40	ICE FOR RESALE	171139	MATERIALS FOR RE-SALE - POP ETC.
	01-521-000-0000-6807		298.08	ICE FOR RESALE	17501016	MATERIALS FOR RE-SALE - POP ETC.
4575	ARCTIC GLACIER USA INC		519.48	2 Transactions		
1582	ASTECH 01-521-000-0000-6605		30,390.50	SEAL COATING AT PARKS	1	SITE IMPROVEMENTS
1582	ASTECH		30,390.50	1 Transactions		
2609	CENTURYLINK 01-521-000-0000-6203		2.15	763 682 3700 402		TELEPHONE
	01-521-000-0000-6203		0.39	763 682 3995 596		TELEPHONE
	01-521-000-0000-6203		3.38	612 E60 0138 401		TELEPHONE
	01-521-000-0000-6203		6.97	612 E60 0050 860		TELEPHONE
	01-521-000-0000-6203		19.83	763 682 3900 431		TELEPHONE
2609	CENTURYLINK		32.72	5 Transactions		
2618	CENTURYLINK 01-521-000-0000-6203		14.53	63276699	1383726304	TELEPHONE
	01-521-000-0000-6203		14.18-	CREDIT 63276699	1383726304	TELEPHONE
2618	CENTURYLINK		0.35	2 Transactions		
3854	DAVIS CONSTRUCTION COMPANY 01-521-000-0000-6301		213.75	RECYCLED CONCRETE	11815	REPAIRS & MAINTENANCE
3854	DAVIS CONSTRUCTION COMPANY		213.75	1 Transactions		
3270	FIRST CHOICE- ST CLOUD 01-521-000-0000-6807		39.65	RESALE MATERIAL	2105084753	MATERIALS FOR RE-SALE - POP ETC.
3270	FIRST CHOICE- ST CLOUD		39.65	1 Transactions		
2524	GREEN VIEW INC 01-521-000-0000-6117		22,861.80	CONTRACT JULY 2016		CONTRACT CARETAKERS
2524	GREEN VIEW INC		22,861.80	1 Transactions		
9	HEDLUND PLUMBING 01-521-000-0000-6301		440.00	REPAIRS HOLDING TANK	16794	REPAIRS & MAINTENANCE
9	HEDLUND PLUMBING		440.00	1 Transactions		
4002	JK LANDSCAPING					

*** 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
4002	JK LANDSCAPING 01-521-000-0000-6301		1,000.00 1,000.00	CONTRACTED BACKHOE CLEANUP 1 Transactions	3116	REPAIRS & MAINTENANCE
1706	MARTIN MARIETTA MATERIALS 01-521-000-0000-6301		455.69 455.69	ROCK FOR ACCESS 1 Transactions	18348372	REPAIRS & MAINTENANCE
6832	MINI BIFF INC 01-521-000-0000-6301		1,054.20 1,054.20	PORTA TOILET RENTAL X9 1 Transactions		REPAIRS & MAINTENANCE
3236	RMB ENVIRONMENTAL LABORATORIES IN 01-521-000-0000-6261 01-521-000-0000-6261		65.00 65.00 130.00	FOLLOW UP WATER SAMPLES BEACH WATER SAMPLES X5 2 Transactions	323724 324220	PROFESSIONAL SERVICES PROFESSIONAL SERVICES
2490	UNITED PARCEL SERVICE 01-521-000-0000-6205		5.56 5.56	SHIPPING 1 Transactions		POSTAGE
1538	WRIGHT COUNTY HIGHWAY DEPT 01-521-000-0000-6451 01-521-000-0000-6452		3,647.32 712.90 4,360.22	FUEL PARTS 2 Transactions	550 550	FUEL - LUBE ETC VEHICLE MAINTENANCE
4433	XCEL ENERGY 01-521-000-0000-6251		55.93 55.93	ELECTRIC FEE 1 Transactions	511660417	UTILITY SERVICES - ELECTRICITY
521	DEPT Total:		63,477.03	PARKS	16 Vendors	24 Transactions
603	DEPT 2609 CENTURYLINK			EXTENSION		
	01-603-000-0000-6203		0.32	763 682 3995 596		TELEPHONE
	01-603-000-0000-6203		1.75	763 682 3700 402		TELEPHONE
	01-603-000-0000-6203		2.76	612 E60 0138 401		TELEPHONE
	01-603-000-0000-6203		5.70	612 E60 0050 860		TELEPHONE
	01-603-000-0000-6203		16.21	763 682 3900 431		TELEPHONE

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



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
2609	CENTURYLINK				
		26.74		5	Transactions
2618	CENTURYLINK				
	01-603-000-0000-6203	11.88	63276699	1383726304	TELEPHONE
	01-603-000-0000-6203	11.59-	CREDIT 63276699	1383726304	TELEPHONE
2618	CENTURYLINK			2	Transactions
		0.29			
2490	UNITED PARCEL SERVICE				
	01-603-000-0000-6205	5.56	SHIPPING		POSTAGE
2490	UNITED PARCEL SERVICE			1	Transactions
		5.56			
603	DEPT Total:		32.59	EXTENSION	3 Vendors
					8 Transactions
1	Fund Total:		337,427.61	GENERAL REVENUE FUND	283 Transactions

*** WRIGHT COUNTY ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

2 RESERVES FUND

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
226	DEPT 2609 CENTURYLINK 02-226-000-0000-6203				E 911		
	2609 CENTURYLINK			328.93	763 682 1162 914	8042016	TELEPHONE
				328.93	1 Transactions		
226	DEPT Total:			328.93	E 911	1 Vendors	1 Transactions
282	DEPT 2490 UNITED PARCEL SERVICE 02-282-000-0000-6205				NUCLEAR POWER PLANT		
	2490 UNITED PARCEL SERVICE			5.56	SHIPPING		POSTAGE
				5.56	1 Transactions		
282	DEPT Total:			5.56	NUCLEAR POWER PLANT	1 Vendors	1 Transactions
2	Fund Total:			334.49	RESERVES FUND		2 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
310	DEPT			HIGHWAY ADMINISTRATION		
2609	CENTURYLINK					
	03-310-000-0000-6203		0.43	763 682 3995 596		TELEPHONE
	03-310-000-0000-6203		7.57	612 E60 0050 860		TELEPHONE
	03-310-000-0000-6203		2.33	763 682 3700 402		TELEPHONE
	03-310-000-0000-6203		21.55	763 682 3900 431		TELEPHONE
	03-310-000-0000-6203		3.67	612 E60 0138 401		TELEPHONE
2609	CENTURYLINK		35.55		5 Transactions	
2618	CENTURYLINK					
	03-310-000-0000-6203		15.79	63276699	1383726304	TELEPHONE
	03-310-000-0000-6203		15.41-	CREDIT 63276699	1383726304	TELEPHONE
2618	CENTURYLINK		0.38		2 Transactions	
3655	CENTURYLINK (HWY USE)					
	03-310-000-0000-6203		256.38	PHONE LINE FOR NEW BLDG 082316	6824305	TELEPHONE
3655	CENTURYLINK (HWY USE)		256.38		1 Transactions	
6427	GILBARCO INC					
	03-310-000-0000-6260		525.00	GASBOY RENEWAL 082316	S0068408	SOFTWARE OR SYSTEMS SUPPORT
6427	GILBARCO INC		525.00		1 Transactions	
3921	OFFICE DEPOT					
	03-310-000-0000-6409		63.33	OFFICE SUPPLIES 082316	85528930	OFFICE SUPPLIES
3921	OFFICE DEPOT		63.33		1 Transactions	
3636	SELECT ACCOUNT					
	03-310-000-0000-6261		85.00	JULY 2016 PARTICIPANT FEE		PROFESSIONAL SERVICES
3636	SELECT ACCOUNT		85.00		1 Transactions	
2490	UNITED PARCEL SERVICE					
	03-310-000-0000-6205		5.56	SHIPPING		POSTAGE
2490	UNITED PARCEL SERVICE		5.56		1 Transactions	
310	DEPT Total:		971.20	HIGHWAY ADMINISTRATION	7 Vendors	12 Transactions
320	DEPT			HIGHWAY ENGINEERING		
4356	WEIS/AARON AND TINA					
	03-320-000-0000-6606		5,800.00	PERM ROW TAXABLE 1371 082316		PERMANENT ROW LAND ACQUISITION

*** 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
4356	WEIS/AARON AND TINA		5,800.00		1 Transactions	
320	DEPT Total:		5,800.00	HIGHWAY ENGINEERING	1 Vendors	1 Transactions
325	DEPT			HIGHWAY CONSTRUCTION		
4360	AURENTZ PROJECT RESTORATION LLC					
	03-325-000-0000-6350		6,600.00	CONCRETE DRIVEWAY 082316		CONTRACTS - HIGHWAY
	03-325-000-0000-6350		1,350.00	DVWY CHANGE ORDER 082316		CONTRACTS - HIGHWAY
4360	AURENTZ PROJECT RESTORATION LLC		7,950.00		2 Transactions	
4356	WEIS/AARON AND TINA					
	03-325-000-0000-6508		400.00	RENTAL-TAXABLE 1371 082316		TEMPORARY ROW EASEMENT/DAMAGES
	03-325-000-0000-6508		4,400.00	DAMAGES-ADD'L TREES 082316		TEMPORARY ROW EASEMENT/DAMAGES
	03-325-000-0000-6508		4,400.00	DAMAGES- TREES 1371 082316		TEMPORARY ROW EASEMENT/DAMAGES
4356	WEIS/AARON AND TINA		9,200.00		3 Transactions	
325	DEPT Total:		17,150.00	HIGHWAY CONSTRUCTION	2 Vendors	5 Transactions
330	DEPT			HIGHWAY MAINTENANCE		
1582	ASTECH					
	03-330-000-0000-6530		34,677.74	SEAL COATING 082316	#1	SEALCOAT AND MICROSURFACING
	03-330-000-0000-6530		61,819.96	SEAL COATING 082316	#1	SEALCOAT AND MICROSURFACING
	03-330-000-0000-6530		148,191.09	SEAL COATING 082316	#1	SEALCOAT AND MICROSURFACING
	03-330-000-0000-6530		53,540.35	SEAL COATING 082316	#1	SEALCOAT AND MICROSURFACING
	03-330-000-0000-6530		13,685.72	SEAL COATING 082316	#1	SEALCOAT AND MICROSURFACING
	03-330-000-0000-6530		35,104.95	SEAL COATING 082316	#1	SEALCOAT AND MICROSURFACING
	03-330-000-0000-6530		37,390.18	SEAL COATING 082316	#1	SEALCOAT AND MICROSURFACING
	03-330-000-0000-6530		68,344.41	SEAL COATING 082316	#1	SEALCOAT AND MICROSURFACING
	03-330-000-0000-6530		26,110.91	SEAL COATING 082316	#1	SEALCOAT AND MICROSURFACING
	03-330-000-0000-6530		159,834.19	SEAL COATING 082316	#1	SEALCOAT AND MICROSURFACING
	03-330-000-0000-6530		23,781.68	SEAL COATING 082316	#1	SEALCOAT AND MICROSURFACING
	03-330-000-0000-6530		9,752.84	SEAL COATING 082316	#1	SEALCOAT AND MICROSURFACING
	03-330-000-0000-6530		8,120.06	SEAL COATING 082316	#1	SEALCOAT AND MICROSURFACING
	03-330-000-0000-6530		82,300.66	SEAL COATING 082316	#1	SEALCOAT AND MICROSURFACING
	03-330-000-0000-6530		21,382.63	SEAL COATING 082316	#1	SEALCOAT AND MICROSURFACING
1582	ASTECH		784,037.37		15 Transactions	
408	BROCK WHITE CO LLC					

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



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

<u>Vendor No.</u>	<u>Name</u> <u>Account/Formula</u>	<u>Rpt</u> <u>Accr</u>	<u>Amount</u>	<u>Warrant Description</u> <u>Service Dates</u>	<u>Invoice #</u> <u>Paid On Bhf #</u>	<u>Account/Formula Description</u> <u>On Behalf of Name</u>
408	BROCK WHITE CO LLC 03-330-000-0000-6343		600.00	PATCHER RENTAL 082316 1 Transactions	12700611	EQUIPMENT RENTAL
1817	COMPASS MINERALS AMERICA INC 03-330-000-0000-6533		12,633.79	SALT - COKATO SHOP 082316 1 Transactions	71514811	DEICING MATERIALS
1817	COMPASS MINERALS AMERICA INC		12,633.79			
6781	DELANO RENTAL INC 03-330-000-0000-6343		550.59	REPAIR CULVERT 082316 1 Transactions	12376	EQUIPMENT RENTAL
6781	DELANO RENTAL INC		550.59			
4222	GARLOCK NORTH 03-330-000-0000-6536		516.75	CRS2 OIL 082316 1 Transactions	269658	CUTBACK OILS
4222	GARLOCK NORTH		516.75			
925	HANCOCK CONCRETE PRODUCTS LLC 03-330-000-0000-6538		3,924.00	APRONS 082316 1 Transactions	1227634	CULVERTS, BANDS & APRONS
925	HANCOCK CONCRETE PRODUCTS LLC		3,924.00			
1144	HELENA CHEMICAL COMPANY 03-330-000-0000-6550		412.50	ROADSIDE VEG. 082316 1 Transactions	34730158	ROADSIDE VEGETATION
1144	HELENA CHEMICAL COMPANY		412.50			
512	KNIFE RIVER CORPORATION - NORTH CEN 03-330-000-0000-6859		377.50	ROAD REPAIR 082316 1 Transactions	447126	MISCELLANEOUS EXPENSES
512	KNIFE RIVER CORPORATION - NORTH CEN		377.50			
1706	MARTIN MARIETTA MATERIALS 03-330-000-0000-6535		408.62	STOCK 1/4 CHIP 082316 1 Transactions	18324322	ROCK & RIPRAP
1706	MARTIN MARIETTA MATERIALS		408.62			
3328	MEEKER COOPERATIVE LIGHTS & POWER 03-330-000-0000-6543		22.28	LIGHT ON CR 100 082316	3251100	TRAFFIC SIGNALS
	03-330-000-0000-6543		22.27	LIGHT ON CR 141 082316	3251100	TRAFFIC SIGNALS
3328	MEEKER COOPERATIVE LIGHTS & POWER		44.55	2 Transactions		
7406	OMANN BROTHERS INC 03-330-000-0000-6540		2,187.35	CULVERT FILL 082316	12321	COUNTY WIDE CULVERT PROJECTS

*** 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
7406	OMANN BROTHERS INC		2,187.35		1 Transactions	
4361	OMEGA INDUSTRIES INC					
	03-330-000-0000-6541		10,611.25	RR REPLACEMENT 082316	25670	SAFETY IMPROVEMENTS-ROADS
	03-330-000-0000-6541		10,611.25	RR REPLACEMENT 082316	25670	SAFETY IMPROVEMENTS-ROADS
4361	OMEGA INDUSTRIES INC		21,222.50		2 Transactions	
4433	XCEL ENERGY					
	03-330-000-0000-6543		19.72	LIGHT IN ST MICH 082316	10822655	TRAFFIC SIGNALS
	03-330-000-0000-6543		19.79	LIGHT IN ST MICH 082316	10822666	TRAFFIC SIGNALS
	03-330-000-0000-6543		19.65	LIGHT IN ST MICH 082316	10822677	TRAFFIC SIGNALS
	03-330-000-0000-6543		19.66	LIGHT IN ST MICH 082316	11685923	TRAFFIC SIGNALS
4433	XCEL ENERGY		78.82		4 Transactions	
330	DEPT Total:		826,994.34	HIGHWAY MAINTENANCE	13 Vendors	32 Transactions
340	DEPT			HIGHWAY SHOP MAINTENANCE		
6156	AMERIPRIDE SERVICES					
	03-340-000-0000-6411		49.41	SHOP SUPPLIES AUG 9 082316	00813493	OPERATING SUPPLIES
	03-340-000-0000-6599		9.59	RUGS WEEK AUG 9 082316	00813493	BUILDING MAINTENANCE-P.W.BLDG.
	03-340-000-0000-6411		49.41	SHOP SUPPLIES AUG 16 082316	00816035	OPERATING SUPPLIES
	03-340-000-0000-6599		9.59	RUGS WEEK AUG 16 082316	00816035	BUILDING MAINTENANCE-P.W.BLDG.
6156	AMERIPRIDE SERVICES		118.00		4 Transactions	
4858	BUFFALO AUTO VALUE					
	03-340-000-0000-6571		114.99	BATTERIES 082316	82112479	BATTERIES
	03-340-000-0000-6574		23.99	BUFF AUTO VALUE-PARTS 082316	82112563	REPAIR PARTS
	03-340-000-0000-6574		252.99	REPAIR PARTS 082316	82112720	REPAIR PARTS
	03-340-000-0000-6574		27.00	BUFF AUTO VAL- RETURN 082316	82112746	REPAIR PARTS
4858	BUFFALO AUTO VALUE		364.97		4 Transactions	
7544	CENTRA SOTA COOPERATIVE - BUFFALO					
	03-340-000-0000-6563		1,444.20	DIESEL FUEL 082316	4224210	DIESEL
7544	CENTRA SOTA COOPERATIVE - BUFFALO		1,444.20		1 Transactions	
1925	CHAMBERLAIN OIL CO					
	03-340-000-0000-6568		481.80	MOTOR OIL 082316	163945	OIL, LUBES
	03-340-000-0000-6568		20.00	DRUMS 082316	163945	OIL, LUBES
	03-340-000-0000-6411		79.20	WASHER FLUID 082316	164497	OPERATING SUPPLIES

*** 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
	03-340-000-0000-6568		50.00-	DRUM CREDIT 082316	164497	OIL, LUBES
	03-340-000-0000-6568		30.00	DRUMS 082316	164497	OIL, LUBES
1925	CHAMBERLAIN OIL CO		561.00		5 Transactions	
1852	COKATO/CITY OF					
	03-340-000-0000-6596		94.41	WATER/SEWER 01000007170 082316	COKSHOP	UTILITIES-OUTLYING SHOPS
1852	COKATO/CITY OF		94.41		1 Transactions	
1118	CULLIGAN OF BUFFALO					
	03-340-000-0000-6596		53.10	COKATO SHOP SOFTENER 082316	106733418	UTILITIES-OUTLYING SHOPS
1118	CULLIGAN OF BUFFALO		53.10		1 Transactions	
377	CWP ENTERPRISE INC					
	03-340-000-0000-6574		115.46	REPAIR PARTS 082316	2987	REPAIR PARTS
377	CWP ENTERPRISE INC		115.46		1 Transactions	
3041	GLUNZ CONSTRUCTION SEPTIC SERVICE I					
	03-340-000-0000-6597		130.00	PUMP MAPLE LAKE TANK 082316	001555	BUILDING MAINTENANCE-OUTLYING SHO
3041	GLUNZ CONSTRUCTION SEPTIC SERVICE I		130.00		1 Transactions	
3162	GRANITE ELECTRONICS					
	03-340-000-0000-6560		235.84	INSTALL RADIO UNIT 115 082316	153002362	RADIO COMMUNICATION
	03-340-000-0000-6560		462.85	INSTALL RADIO UNIT 134 082316	153002362	RADIO COMMUNICATION
3162	GRANITE ELECTRONICS		698.69		2 Transactions	
3141	LAPLANT DEMO INC					
	03-340-000-0000-6599		550.83	ROLL OFF FEE 082316	43562	BUILDING MAINTENANCE-P.W.BLDG.
3141	LAPLANT DEMO INC		550.83		1 Transactions	
600	MORRIES PARTS & SERVICE GROUP					
	03-340-000-0000-6574		54.51	PARTS 082316	501859FOW	REPAIR PARTS
	03-340-000-0000-6574		171.29	MORRIES - PARTS 082316	CS867362	REPAIR PARTS
	03-340-000-0000-6575		1,133.00	MORRIES - LABOR 082316	CS867362	OUTSIDE LABOR
600	MORRIES PARTS & SERVICE GROUP		1,358.80		3 Transactions	
270	RYAN CHEVROLET					
	03-340-000-0000-6574		28.11-	RETURN CLIPS 082316	221203	REPAIR PARTS
	03-340-000-0000-6570		392.20	TIRES 082316	361638	TIRES

SML7587
 8/18/2016 1:37:23PM
3 ROAD AND BRIDGE FUND

***** 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
270	RYAN CHEVROLET			364.09		2 Transactions	
1083	TOOLS UNLIMITED 03-340-000-0000-6698			107.23	MINOR SHOP EQUIP 082316	964340	SHOP EQUIPMENT-MINOR
1083	TOOLS UNLIMITED			107.23		1 Transactions	
340	DEPT Total:			5,960.78	HIGHWAY SHOP MAINTENANCE	13 Vendors	27 Transactions
380	DEPT				UNALLOCATED NON-HIGHWAY OPERAT		
4363	BERNING/KEVIN 03-380-000-0000-6520			125.00	BOOT REIMB- K BERNING 082316		SAFETY PROGRAM & SUPPLIES
4363	BERNING/KEVIN			125.00		1 Transactions	
3779	RANGER CHEVROLET INC 03-380-000-0000-6699			29,570.24	2016 GMC PKUP - ADAM 082316	46582	EQUIPMENT-R & B MAJOR
3779	RANGER CHEVROLET INC			29,570.24		1 Transactions	
380	DEPT Total:			29,695.24	UNALLOCATED NON-HIGHWAY OPERAT	2 Vendors	2 Transactions
3	Fund Total:			886,571.56	ROAD AND BRIDGE FUND		79 Transactions

*** 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
420	DEPT				FINANCIAL SERVICES		
2609	CENTURYLINK						
	11-420-600-0020-6203			29.18	763 682 3700 402		TELEPHONE
	11-420-600-0020-6203			5.36	763 682 3995 596		TELEPHONE
	11-420-600-0020-6203			269.85	763 682 3900 431		TELEPHONE
	11-420-600-0020-6203			94.81	612 E60 0050 860		TELEPHONE
	11-420-600-0020-6203			45.99	612 E60 0138 401		TELEPHONE
2609	CENTURYLINK			445.19		5 Transactions	
2618	CENTURYLINK						
	11-420-600-0020-6203			197.69	63276699	1383726304	TELEPHONE
	11-420-600-0020-6203			192.92-	CREDIT 63276699	1383726304	TELEPHONE
2618	CENTURYLINK			4.77		2 Transactions	
3636	SELECT ACCOUNT						
	11-420-600-0020-6153			179.30	JULY 2016 PARTICIPANT FEE		EMPLOYEE GROUP INSURANCE
3636	SELECT ACCOUNT			179.30		1 Transactions	
2490	UNITED PARCEL SERVICE						
	11-420-600-0020-6205			1.66	SHIPPING		POSTAGE
2490	UNITED PARCEL SERVICE			1.66		1 Transactions	
420	DEPT Total:			630.92	FINANCIAL SERVICES	4 Vendors	9 Transactions
430	DEPT				SOCIAL SERVICES		
2609	CENTURYLINK						
	11-430-700-0020-6203			82.78	612 E60 0138 401		TELEPHONE
	11-430-700-0020-6203			9.65	763 682 3995 596		TELEPHONE
	11-430-700-0020-6203			52.53	763 682 3700 402		TELEPHONE
	11-430-700-0020-6203			485.73	763 682 3900 431		TELEPHONE
	11-430-700-0020-6203			170.65	612 E60 0050 860		TELEPHONE
2609	CENTURYLINK			801.34		5 Transactions	
2618	CENTURYLINK						
	11-430-700-0020-6203			355.84	63276699	1383726304	TELEPHONE
	11-430-700-0020-6203			347.26-	CREDIT 63276699	1383726304	TELEPHONE
2618	CENTURYLINK			8.58		2 Transactions	
3636	SELECT ACCOUNT						

*** 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
	11-430-700-0020-6153		280.15	JULY 2016 PARTICIPANT FEE		EMPLOYEE GROUP INSURANCE
3636	SELECT ACCOUNT		280.15		1 Transactions	
2490	UNITED PARCEL SERVICE					
	11-430-700-0020-6205		2.84	SHIPPING		POSTAGE
2490	UNITED PARCEL SERVICE		2.84		1 Transactions	
430	DEPT Total:		1,092.91	SOCIAL SERVICES	4 Vendors	9 Transactions
450	DEPT			PUBLIC HEALTH SERVICES		
2609	CENTURYLINK					
	11-450-430-0020-6203		2.86	763 682 3995 596		TELEPHONE
	11-450-430-0020-6203		143.79	763 682 3900 431		TELEPHONE
	11-450-430-0020-6203		15.55	763 682 3700 402		TELEPHONE
	11-450-430-0020-6203		50.52	612 E60 0050 860		TELEPHONE
	11-450-430-0020-6203		24.51	612 E60 0138 401		TELEPHONE
2609	CENTURYLINK		237.23		5 Transactions	
2618	CENTURYLINK					
	11-450-430-0020-6203		102.80-	CREDIT 63276699	1383726304	TELEPHONE
	11-450-430-0020-6203		105.34	63276699	1383726304	TELEPHONE
2618	CENTURYLINK		2.54		2 Transactions	
3636	SELECT ACCOUNT					
	11-450-430-0020-6153		100.85	JULY 2016 PARTICIPANT FEE		EMPLOYEE GROUP INSURANCE
3636	SELECT ACCOUNT		100.85		1 Transactions	
2490	UNITED PARCEL SERVICE					
	11-450-430-0020-6205		1.06	SHIPPING		POSTAGE
2490	UNITED PARCEL SERVICE		1.06		1 Transactions	
450	DEPT Total:		341.68	PUBLIC HEALTH SERVICES	4 Vendors	9 Transactions
11	Fund Total:		2,065.51	HUMAN SERVICES FUND		27 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
393	DEPT			S.C.O.R.E.		
4396	RETROFIT COMPANIES INC 20-393-000-0000-6801		982.70	BULB RECYCLING	0087808IN	MISCELLANEOUS EXPENSE
4396	RETROFIT COMPANIES INC		982.70	1 Transactions		
4480	SURPLUS WAREHOUSE OF WILLMAR INC 20-393-000-0000-6801		100.00	APPLIANCE RECYCLING	1104	MISCELLANEOUS EXPENSE
4480	SURPLUS WAREHOUSE OF WILLMAR INC		100.00	1 Transactions		
5539	ULINE 20-393-000-0000-6801		72.25	HHW SUPPLIES	79015851	MISCELLANEOUS EXPENSE
5539	ULINE		72.25	1 Transactions		
6	VEOLIA ENVIRONMENTAL SERVICES 20-393-000-0000-6801		19,308.78	HHW DISPOSAL	618021414	MISCELLANEOUS EXPENSE
6	VEOLIA ENVIRONMENTAL SERVICES		19,308.78	1 Transactions		
393	DEPT Total:		20,463.73	S.C.O.R.E.	4 Vendors	4 Transactions
20	Fund Total:		20,463.73	WASTE MANAGEMENT FUND		4 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
150	DEPT			LEVY STABILIZATION FUND		
4470	SOUTHERN MINNESOTA INSPECTION 34-150-000-0000-6605		528.04	CRANE TROLLEY DEFERRED MAINT	10142	SITE IMPROVEMENTS
4470	SOUTHERN MINNESOTA INSPECTION		528.04	1 Transactions		
227	TWIN CITY SEED COMPANY 34-150-000-0000-6605		1,075.00	EROSION BLANKET/GRASS SEED	38258	SITE IMPROVEMENTS
227	TWIN CITY SEED COMPANY		1,075.00	1 Transactions		
150	DEPT Total:		1,603.04	LEVY STABILIZATION FUND	2 Vendors	2 Transactions
160	DEPT			BOND PROCEEDS		
5974	CENTER POINT ENERGY 34-160-000-0000-6605		633.20	10557862 9		SITE IMPROVEMENTS
5974	CENTER POINT ENERGY		633.20	1 Transactions		
160	DEPT Total:		633.20	BOND PROCEEDS	1 Vendors	1 Transactions
161	DEPT			HIGHWAY BUILDING BOND PROCEEDS		
1075	BUFFALO/CITY OF 34-161-000-0000-6605		810.00	ENGINEERING FEES HWYBLD	201607229883	HIGHWAY BUILDING
1075	BUFFALO/CITY OF		810.00	1 Transactions		
1655	CENTRAL MCGOWAN INC 34-161-000-0000-6605		11,266.42	INVISION 352 MPA PLUS HWY BLD	131877901	HIGHWAY BUILDING
	34-161-000-0000-6605		3,523.00	CUTMASTER HWY BLD	131877902	HIGHWAY BUILDING
	34-161-000-0000-6605		2,803.37	DRILL PRESS HWY BLD	133100200	HIGHWAY BUILDING
	34-161-000-0000-6605		384.29	CHOP SAW HWY BLD	945721	HIGHWAY BUILDING
1655	CENTRAL MCGOWAN INC		17,977.08	4 Transactions		
24145	GENERAL OFFICE PRODUCTS COMPANY 34-161-000-0000-6605		4,317.42	FURNITURE HWY BLD	408245	HIGHWAY BUILDING
24145	GENERAL OFFICE PRODUCTS COMPANY		4,317.42	1 Transactions		
2812	GRAINGER 34-161-000-0000-6605		318.75	SUPPLIES HWYBLD	9183813899	HIGHWAY BUILDING
2812	GRAINGER		318.75	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
3503	HAGEN, CHRISTENSEN & MCILWAIN ARCH 34-161-000-0000-6605		423.57	REIMBURSABLE EXPENSES HWYBLD	1410617	HIGHWAY BUILDING
	34-161-000-0000-6605		14,224.00	PROFESSIONAL SERVICES HWYBLD	1410617	HIGHWAY BUILDING
3503	HAGEN, CHRISTENSEN & MCILWAIN ARCH		14,647.57	2 Transactions		
3993	HECKSEL MACHINE INC 34-161-000-0000-6605		13,050.00	WORK BENCHES HWY BLD	101077	HIGHWAY BUILDING
3993	HECKSEL MACHINE INC		13,050.00	1 Transactions		
2001	HILLYARD INC - MINNEAPOLIS 34-161-000-0000-6605		1,112.00	SUPPLIES HWY BLD	602161832	HIGHWAY BUILDING
2001	HILLYARD INC - MINNEAPOLIS		1,112.00	1 Transactions		
4025	KRAUS ANDERSON CONSTRUCTION 34-161-000-0000-6605		23,619.51	CONSTRUCTION SERVICES JULY	KA19111	HIGHWAY BUILDING
4025	KRAUS ANDERSON CONSTRUCTION		23,619.51	1 Transactions		
3921	OFFICE DEPOT 34-161-000-0000-6605		339.90	SUPPLIES 853893514001		HIGHWAY BUILDING
	34-161-000-0000-6605		69.29	SUPPLIES 853893269001		HIGHWAY BUILDING
3921	OFFICE DEPOT		409.19	2 Transactions		
4468	SUNRISE EQUIPMENTINC 34-161-000-0000-6605		21,196.15	SHELVING HWY BLD	2689	HIGHWAY BUILDING
4468	SUNRISE EQUIPMENTINC		21,196.15	1 Transactions		
6706	UNI-HYDRO IRONWORKERS 34-161-000-0000-6605		6,035.00	WELDING EQUIPMENT HWY BLD	143698	HIGHWAY BUILDING
	34-161-000-0000-6605		16,500.00	PRO 80 IRONWORKER 3 MOTOR	143698	HIGHWAY BUILDING
6706	UNI-HYDRO IRONWORKERS		22,535.00	2 Transactions		
7346	VERGIN SALES 34-161-000-0000-6605		3,487.98	APPLIANCES HWY BLD	20673	HIGHWAY BUILDING
7346	VERGIN SALES		3,487.98	1 Transactions		
161	DEPT Total:		123,480.65	HIGHWAY BUILDING BOND PROCEEDS	12 Vendors	18 Transactions
34	Fund Total:		125,716.89	CAPITAL IMPROVEMENTS FUND		21 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
505	DEPT				HISTORIAN		
2609	CENTURYLINK						
	71-505-000-0000-6203			0.80	612 E60 0050 860		TELEPHONE
	71-505-000-0000-6203			2.29	763 682 3900 431		TELEPHONE
	71-505-000-0000-6203			0.05	763 682 3995 596		TELEPHONE
	71-505-000-0000-6203			0.39	612 E60 0138 401		TELEPHONE
	71-505-000-0000-6203			0.25	763 682 3700 402		TELEPHONE
2609	CENTURYLINK			3.78		5 Transactions	
2618	CENTURYLINK						
	71-505-000-0000-6203			1.64	CREDIT 63276699	1383726304	TELEPHONE
	71-505-000-0000-6203			1.68	63276699	1383726304	TELEPHONE
2618	CENTURYLINK			0.04		2 Transactions	
3636	SELECT ACCOUNT						
	71-505-000-0000-6261			4.70	JULY 2016 PARTICIPANT FEE		PROFESSIONAL SERVICES
3636	SELECT ACCOUNT			4.70		1 Transactions	
505	DEPT Total:			8.52	HISTORIAN	3 Vendors	8 Transactions
71	Fund Total:			8.52	HISTORIAN		8 Transactions

SML7587
 8/18/2016 1:37:23PM
 72 SOIL AND WATER

*** 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
605	DEPT		SOIL & WATER		
	3636 SELECT ACCOUNT				
	72-605-000-0000-6261		JULY 2016 PARTICIPANT FEE		PROFESSIONAL SERVICES
	3636 SELECT ACCOUNT			1 Transactions	
605	DEPT Total:		18.80 SOIL & WATER	1 Vendors	1 Transactions
72	Fund Total:		18.80 SOIL AND WATER		1 Transactions
	Final Total:		1,372,607.11	224 Vendors	425 Transactions

*** WRIGHT COUNTY ***



Recap by Fund

<u>Fund</u>	<u>Amount</u>	<u>Name</u>
1	337,427.61	GENERAL REVENUE FUND
2	334.49	RESERVES FUND
3	886,571.56	ROAD AND BRIDGE FUND
11	2,065.51	HUMAN SERVICES FUND
20	20,463.73	WASTE MANAGEMENT FUND
34	125,716.89	CAPITAL IMPROVEMENTS FUND
71	8.52	HISTORIAN
72	18.80	SOIL AND WATER
All Funds	1,372,607.11	Total

Approved by,

.....

.....