WRIGHT COUNTY BOARD
AGENDA
JANUARY 24, 2017

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 1-17-17**

Documents:

1-17-17 WRIGHT COUNTY BOARD MINUTES.PDF

III. **REVIEW & APPROVAL OF AGENDA**

IV. **CONSENT AGENDA**

A. **ADMINISTRATION**

1. Approve Labor Contract Agreement With AFSCME Council 65

Documents:

RFBA - TENTATIVE AGREEMENT FOR AFSCME.PDF

B. **ADMINISTRATION**

1. Approve Labor Contract Agreement - Assistant Wright County Attorney's Association

Documents:

RFBA TENTATIVE AGREEMENT - ASST COUNTY ATTORNEYS.PDF

C. **ADMINISTRATION**

1. Schedule Owners Committee - Courts Facility Meeting For 1-30-17 @ 12:30 P.M., C118. Agenda Items:
   A. Courts Tour Debriefing
   B. Concept Space Stacking & Adjacencies
   C. HWY 25 Access
   D. Schedule Review

D. **AUDITOR/TREASURER**

1. Approve Claims As Listed In The Abstract, Subject To Audit, For A Total Of $176,891.65 With 182 Vendors And 401 Transactions

Documents:

AGENDA 1-24 CONSENT CLAIMS.PDF

E. **AUDITOR/TREASURER**

1. Approve Renewal Of 2017 Tobacco Licenses For:
   A. City Of Delano: City Of Delano DBA Delano Wine & Spirits;
   B. City Of Maple Lake: Roger's Amoco, Inc. DBA Roger's BP-Amoco;

C. City Of Monticello: CMV's ECig Lounge DBA ECig Lounge Of Monticello;
D. Township Of French Lake: Lantto's Store, Inc.

Documents:

AGENDA 1-24 CONSENT TOBACCO LICENSE RENEWALS.PDF

F. HEALTH & HUMAN SERVICES

1. Position Replacement
   A. Social Worker

Documents:

2017-01-24 WC REQUEST FOR BOARD ACTION - SW.PDF

G. PLANNING & ZONING

1. Accept The Findings And Recommendations Of The Planning Commission For The Following Rezonings:
   A. **JOHN V. HOLTHAUS** - (Chatham Twp.) Planning Commission Unanimously Recommends Rezoning Approximately 29-30 Acres From AG General Agricultural To A/R Agricultural-Residential
   B. **JOHN P. STALOCH** - (Monticello Twp.) Planning Commission Unanimously Recommends Rezoning From AG General Agricultural To A/R Agricultural-Residential

Documents:

0124 AGENDA.PDF
HOLTHAUS PC MINUTES.PDF
STALOCH PC MINUTES.PDF

H. * HIGHWAY DEPARTMENT

1. Schedule Bid Opening Dates At The Highway Department:
   A. 2-24-17 @ 11:00 A.M., Pavement Preservation Contract
   B. 3-10-17 @ 11:00 A.M., CSAH 3 Reconstruction Project
   C. 3-10-17 @ 11:15 A.M., Briarwood Avenue (Rockford Township State Park Road Account)
   D. 3-10-17 @ 11:30 A.M., Seasonal Requirements

Documents:

01-24-17 4-BID OPENINGS.PDF

I. * SHERIFF

1. Refer To 1-25-17 Personnel Committee Request To Hire Deputy Director Of Emergency Management Above 12% Of Minimum Salary Range (Hoffman)

Documents:

01-25-17 REQUEST FOR BOARD ACTION - REFER DEP DIRECTOR OF EM WAGE DISCUSSION TO PERSONNEL COMMITTEE MEETING.PDF

J. * SHERIFF

1. Refer To 2-08-17 Building Committee Discussion On Safe And Secure Courthouse Initiative Grant Program

Documents:

01-25-17 REQUEST FOR BOARD ACTION - REFER COURTHOUSE GRANT TO BUILDING COMMITTEE.PDF
01-09-17 SAFE AND SECURE COURTHOUSE GRANT APPLICATION.PDF
01-09-17 SAFE AND SECURE COURTHOUSE GRANT SCORING CRITERIA.PDF
01-09-17 SAFE AND SECURE COURTHOUSE INITIATIVE GRANT PROGRAM INFORMATION AND GUIDELINES.PDF

V. TIMED AGENDA ITEMS

A. 9:03 A.M. BOB HIIVALA, AUDITOR/TREASURER

1. Acceptance Of The 2015 Indirect Cost Allocation Plan
2. Set Audit Entrance Meeting

* 3. Accept Recommendation From Tax Forfeiture Committee Regarding Private Sale

Documents:

AGENDA 1-24 2015 INDIRECT COST ALLOCATION PLAN.PDF
AGENDA 1-24 WRIGHT COUNTY FINAL 2015 INDIRECT COST PLAN BOARD.PDF
AGENDA 1-24 SET AUDIT ENTRANCE MEETING.PDF
AGENDA 1-24 PETITIONED ITEM - TAX FORFEIT COMMITTEE RECOMMENDATION.PDF
AGENDA 1-24 PETITIONED ITEM - TAX FORFEITURE PRIVATE SALE.PDF

B. 9:13 A.M. VIRGIL HAWKINS, HIGHWAY ENGINEER

1. Authorize Attendance, NACE Annual Meeting, Cincinnati, OH
2. Award Southside Trail Extension Contract/City Of Annandale
3. Authorize Wright County To Approve Revised Joint Powers Agreement For TH 25 Corridor

Documents:

01-24-17 1-NACE.PDF
01-24-17 2-SOUTHSIDE TRAIL EXTENTION.PDF
01-24-17 3-JOINT POWERS AGREEMENT HWY 25.PDF

VI. ITEMS FOR CONSIDERATION

A. COMMITTEE MINUTES

1. Committee Of The Whole (1-17-17)

Documents:

1-17-17 COMMITTEE OF THE WHOLE MINUTES.PDF

B. WRIGHT COUNTY ABATEMENT POLICY AND RESOLUTION DELEGATING CERTAIN POWERS TO THE AUDITOR/TREASURER

Documents:

WRIGHT COUNTY ABATEMENT POLICY 2.PDF
DELEGATION OF POWERS RESOLUTION.PDF

C. **CANCEL BOARD MEETINGS IN MONTHS WITH FIVE TUESDAYS (MAY, AUGUST, OCTOBER)**

D. *** SHERIFF'S OFFICE SAFE EXCHANGE PROGRAM (HOFFMAN)**

Documents:

01-25-17 REQUEST FOR BOARD ACTION - INFO ON SAFE EXCHANGE PROGRAM.PDF
SAFE EXCHANGE PROGRAM INFORMATIONAL DOCUMENT.PDF
SAFE EXCHANGE PROGRAM SIGN 9.PDF
SAFE EXCHANGE SIGN PHOTO.PDF

E. *** DONATION FROM UMC OF MONTICELLO TO THE WRIGHT COUNTY SHERIFF'S OFFICE (HOFFMAN)**

Documents:

01-25-17 REQUEST FOR BOARD ACTION - INFO ON DONATION FROM UMC.PDF
01-23-2017 UMC DONATION 2.PDF

VII. **ADVISORY COMMITTEE / ADVISORY BOARD UPDATES**

VIII. **ADJOURNMENT**

IX. **NOTE:**

1. 8:30 AM, Tax Forfeit Committee Meeting
2. 10:30 AM, Committee Of The Whole Meeting

X. *** NOTE: PETITIONED ONTO THE AGENDA**

XI. **CLAIMS LISTING**

Documents:

AUDIT LIST FOR BOARD 1-24-2017.PDF

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

INFORMATIONAL

WRIGHT COUNTY BOARD
MINUTES
JANUARY 17, 2017

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

MINUTES
Daleiden moved to approve the 1-10-17 Board Minutes, seconded by Vetsch. The motion carried 5-0.

AGENDA
Petitions were accepted to the Agenda as follows: Items For Consideration E, "Crime Lab Funding Formula Work Group" (L. Kelly). Daleiden moved to approve the Agenda as amended, seconded by Husom, and carried 5-0.

CONSENT AGENDA
Husom moved to approve the Consent Agenda. The motion was seconded by Potter and carried 5-0:

A. ADMINISTRATION
   1. Refer County's Fidelity Bond Limit To The Ways & Means Committee
B. ADMINISTRATION
   1. Refer Annex 3rd Floor Carpet To Building Committee
C. ADMINISTRATION
   1. Refer To Personnel Committee (1-25-17) Request To Hire Telecom Specialist Above 12% Of Minimum Salary Range
D. ADMINISTRATION
   1. Schedule Labor Management/Loss Control Committee Meeting On 1-25-17 At 1:00 P.M. Agenda items:
      A. Loss Data - Employee Injuries/Workers Compensation Insurance
      B. Purpose/Goals Of Committee
      C. MCIT Training On Effective Safety Committees
E. ADMINISTRATION
   1. Renewal Of Revocable License By Wright County To Provide One Parking Space For The Purpose Of Parking A Government Owned Vehicle That Is Used To Provide Transportation For Veterans For The Period Of Feb. 1, 2017 To July 31, 2017
F. AUDITOR/TREASURER
   1. Approve Procurement Card Transactions for the Period Ending December 25, 2016 for a Total of $12,109.46
   2. Approve Fleet Card Transactions for the Period Ending December 25, 2016 for a Total of $14,800.28.
G. HEALTH & HUMAN SERVICES
   1. Position Replacement
      A. Social Worker
H. INFORMATION TECHNOLOGY
   1. Refer to the Technology Committee:
      A. Records and Data Management Policy
      B. 911 Planning Committee
      C. Office 365 Update
      D. Project Prioritization
I. PARKS AND RECREATION
   1. Authorize signatures on 2017 Park Caretaker Agreement with Green View Inc.

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TIMED ITEMS

BOB HIIVALA, AUDITOR/TREASURER
Approve Temporary Liquor License for A.B.A.T.E. of Minnesota, Inc.
Potter moved to approve the license, seconded by Daleiden. The motion carried 5-0.

Approve Precious Metal Dealer License for Shapan Kirkpatrick of National Gold Consultants, Inc. (City of Monticello).
Vetsch moved to approve the license, seconded by Daleiden, and carried 5-0

Convene Tax Forfeit Committee Meeting.
Potter made a motion to set a Tax Forfeit Committee Meeting for 1-24-17 at 8:30 A.M. for an update on a private sale. The motion was seconded by Husom and carried 5-0.

Approve Resolution Supporting Request by Timber Ridge Third Addition Townhome Association to Repurchase Two Parcels of Tax Forfeited Land (City of Monticello).
Brian Asleson, Chief Deputy Attorney, stated the request involves the repurchase of tax forfeited land by the former owner and includes PID #155-163-000010 and PID #155-163-000020. The property went tax forfeit as special assessments were placed by the City of Monticello for unpaid water bills (in-ground sprinkler system).

Vetsch moved to adopt Resolution #17-05 to approve the repurchase, seconded by Daleiden. The motion carried 5-0 on a roll call vote.

Claims.
On a motion by Potter, second by Husom, all voted to approve the claims as listed in the abstract, subject to audit, for a total of $204,345.65 with 168 vendors and 269 transactions.

DUANE NORTHAGEN, EXECUTIVE DIRECTOR, WRIGHT COUNTY ECONOMIC DEVELOPMENT PARTNERSHIP
Authorize Signatures On The CEDS Agreement
Northagen said meetings are being held to discuss the five-year plan for CEDS (Comprehensive Economic Development Strategy). He invited the Commissioners to a meeting on 1-26-17 at 9:00 A.M., at the Monticello Workforce Center. This will be one of four public meetings to be held approximately three weeks apart in the communities of St. Michael, Buffalo, and Delano. Potter moved to authorize signatures on the CEDS Agreement, seconded by Husom, and carried 5-0.

A short discussion followed on Greater MSP. Northagen said this topic will be on the Economic Development Partnership's February Meeting Agenda.

GREG KRYZER, ASSISTANT COUNTY ATTORNEY
Adopt Resolution to Withdraw Appeal of DNR Order
This relates to a DNR order regarding a culvert on Ditch 31 at Fillmore Avenue in Woodland Township. On a motion by Potter, second by Daleiden, roll call vote carried 5-0 to adopt Resolution #17-06:

Resolution to Withdraw Appeal of DNR Order

Whereas, on May 17, 2016, the Wright County Board of Commissioners authorized Woodland Township to replace a failing culvert on Fillmore Avenue at the County Ditch 31 crossing; and

Whereas, on or about August 31, 2016, the Department of Natural Resources (DNR), issued a Public Waters Restoration and Replacement Order alleging that the culvert replacement constituted work in public waters or substantially effected Ruckles Lake (86-99); and

Whereas, the County Board initially appealed the Order pursuant to administrative rules 6115; and

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Whereas, the County Board has investigated the culvert replacement and has determined that the work did not occur in public waters and that the work has not substantially effected public waters.

Therefore, the Wright County Board of Commissioners resolves as follows:

1. The Board hereby withdraws its appeal of the August 31, 2016 Public Waters Restoration and Replacement Order.
2. The Board affirms that the work performed to replace the culvert on Fillmore Avenue was not performed in public waters and has not substantially effected public waters.
3. The Board affirms the DNR is without jurisdiction under statutes chapter 103G or administrative rules 6115 to either issue or enforce its August 31, 2016 Public Waters Restoration and Replacement Order.
4. The Board directs its attorney to transmit this resolution to the DNR and to formally withdraw the County's appeal of the DNR Order.

(End of Resolution #17-06)

FRED BENGTSON, MN DNR AREA WILDLIFE MANAGER

Pelican Lake WMA Acquisition

Bengtson said the proposal is to purchase 12 acres in Section 14, T120N, R24W, in the City of St. Michael for the purpose of establishing this as an addition to the St. Michael Meadows State Wildlife Management Area (WMA). County Board approval is required as State funds will be used for the purchase. Steve Bot, Administrator for the City of St. Michael, said the City has worked closely with the DNR and supports the request. It is viewed as a key part of the St. Michael Meadows State WMA. Discussion followed on road work that could occur in the future within 1000' of this area. Bengtson said it is his understanding that if there is already a road or culvert in place, it can be maintained as originally designed.

Potter moved to adopt Resolution #17-07 approving the DNR's acquisition of 12 acres as outlined for the St. Michael Meadows State WMA. The motion was seconded by Husom and carried 5-0 on a roll call vote.

ITEMS FOR CONSIDERATION

1-11-17 BUILDING COMMITTEE MINUTES

Potter moved to approve the Building Committee Minutes and recommendations, seconded by Daleiden. The motion carried 5-0:

I. Supervised Visitation Space

Goodrum Schwartz described the request for supervised visitation space in that they are being held at the Human Services Building currently, but the space does not work well in that it is a very small room and the facilitator has to stay outside while viewing through glass. The visitations are court ordered and Wright County staff monitors the interactions with parents and kids during the sessions. With Extension moving out of their current space, it is seen as an opportunity to establish a better location for the visits. With a larger room and a kitchenette, it would be a better opportunity to facilitate interaction in a better atmosphere. The request would be to utilize the space as primary, but keep the room at the Human Services Center as secondary because there can be multiple visits happening at the same time. Borrell asked if this was the best location given the unsure future about the availability of the space long term and if the LEC might be a better site, Goodrum Schwartz indicated they need a space relatively quickly and this is the best option available at this time. Borrell stated that he generally sees the County as moving departments and shuffling way too much, and this would ultimately be a space that will need to be shuffled again when the new Courts facility is complete. Wilczek indicated the referenced space would be included in the budgeted Master Space Study and that it would likely be a part of a remodel in the future. Goodrum Schwartz stated she and staff recognize that, but this would solve the short term issue they have and they would like to use the space knowing that at some point it may be moved.

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1-11-17 Building Committee Minutes (cont.):

Recommendation:
Potter and Borrell recommended to move forward with utilization of the space for Supervised Visitations and work space for a small group of staff (5-6 employees), but requested that Wilczek speak with Courts to be sure they are ok with the security concerns as they share a part of the office space with their staff. The recommendation is only to proceed at little to no cost.

II. HHS Alarm System – Operational Issues & Necessity
Goodrum Schwartz gave a summary of the current burglar system in the Human Services Center and brought attention to the fact that there have been a lot of false alarms in the past. There was discussion between Tagarro, Dahl, Goodrum Schwartz, Miller, Borrell, and Potter about the functionality of the system and the security of the IT infrastructure. Multiple types of systems and notification types were discussed.

Recommendation:
Borrell and Potter recommended moving forward with system changes as discussed and Dahl is to work with Tagarro to develop options on ways to utilize new technology and minimize risk. The new process is to be referred to the Technology Committee for further discussion.

III. Public Works Deferred Maintenance & Remodel
Wilczek provided updates on the status of the Public Works Building modifications. The construction of the new space is moving along, but is slightly behind schedule due to some timing delays in getting structural metals for the moveable partition in the conference room. The painting and wall finishes have begun, but there needs to be a lot of coordination with furniture, carpet, and existing office painting over the next couple weeks. Wilczek stated there is a construction meeting on 1/12 that will include a new construction phasing schedule.

Recommendation:
Update only, no recommendation.

IV. Recycling Center – Tipping Floor Demolition
Wilczek provided an update on the project that the structure is down, however the roof is not finished to the vertical separation wall and the conveyor is not covered as the contractor indicated it would be by this point. Wilczek has spoken with the contractor and they indicated the project would be completing by the 20th of the month. It was stated that extreme cold has minimized their work days, but warmer weather coming will allow completion.

Recommendation:
No recommendation, updates only.

(End of 1-11-17 Building Committee Minutes)

1-11-17 PERSONNEL COMMITTEE MINUTES

Vetsch moved to approve the Personnel Committee Minutes and recommendations, seconded by Daleiden. The motion carried 5-0. The Personnel Minutes follow:

ISD 728 Request For A School Resource Officer in Otsego
Hoffman said the Sheriff's office was contacted by the school district in November 2016. The school district would like to add a School Resource Officer (SRO) at an elementary school. A draft of the contract was sent to the school to review in December. Hoffman stated the contract rate has traditionally been for 9/12ths of the starting salary for a Deputy. Kelly noted the amount would need to adjusted when a new labor agreement is in place.

Kelly inquired if this request included approving an increase in the Sheriff's office authorized staff to 139 licensed staff. Hoffman stated it does. The Sheriff would like to have a deputy starting in May to allow for training time prior to the start of the school year.

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1-11-17 Personnel Committee Minutes (cont.):

Recommendation: Approve SRO contract with ISD 728. Authorize hire of Deputy bringing authorized licensed staff to 139.

Temporary Backfill of a Deputy Position Due To a Long Term Medical

Hoffman noted there have been several staff on leave over the last year for workers compensation, medical issues, or military leave. Currently 4 deputies out on extended leaves. Hagerty reminded the committee that when an employee is out, the Sheriff's office must still cover shifts due to the contracts with the cities. He noted several new deputies that have been hired and are currently competing field training.

Hoffman requested that the Sheriff's office be permitted to temporarily exceed the authorized staffing level in situations of extended leaves. He noted that the action from the previous item authorized a staff level of 139 licensed officers, and that this request would allow the hire of up to 140 licensed officers temporarily, understanding that the authorized staffing level is 139.

Recommendation:. Approve process which allows going over the approved FTE count temporarily for the position of Deputy in situations where staff will be out for an extended leave.

Request to Hire Business Analyst Above 12% Of Minimum Salary Range

Tagarro stated that this is the third recruitment for the Business Analyst position. The candidate has a high level of training and experience, including being a certified project manager. The candidate requested a starting salary of $76,000. Discussion ensued regarding salary compression issues between this request and other IT Department staff. Due to the experience of the candidate and the backlog of projects the Committee is willing to recommend a higher starting salary. The Committee suggested starting negotiations at $71,500 up to a maximum of $76,000

Recommendation: Authorize starting wage up to $76,000

(End of 1-11-17 Personnel Committee Minutes)

AMC LEGISLATIVE CONFERENCE, FEBRUARY 16-17, 2017

Potter moved to authorize attendance, seconded by Daleiden. The motion carried 5-0.

AMC COUNTY GOVERNMENT 101: AN ESSENTIAL CONFERENCE FOR ALL NEWLY ELECTED OFFICIALS, JANUARY 25-26, 2017

Daleiden moved to authorize Vetsch to attend the Conference, seconded by Husom. The motion carried 5-0.

SET COMMITTEE OF THE WHOLE MEETING TO DETERMINE PROCESS FOR SELECTION OF FIRM TO COMPLETE THE BUDGETED MASTER SPACE STUDY FOR COUNTY FACILITIES

Potter moved to schedule a Committee Of The Whole Meeting for 2-07-17 at 10:30 A.M. The motion was seconded by Daleiden and carried 5-0.

CRIME LAB FUNDING FORMULA WORK GROUP

Husom said the Tri County Regional Forensic Lab will become the Midwest Regional Crime Lab when Isanti joins in June or July, 2017. The Work Group's focus will be the funding formula for the Crime Lab. The suggested designees from each Member County are a Commissioner, the Sheriff, and another person. After discussion, Vetsch moved to designate Commissioner Husom, Sheriff Joe Hagerty, and Chief Deputy Todd Hoffman to the Crime Lab Funding Formula Work Group. The motion was seconded by Daleiden and carried 5-0.

ADVISORY COMMITTEE / ADVISORY BOARD UPDATES

1. I-94 Coalition. Potter attended a meeting last Thursday where the group discussed rebranding and strategies to be presented at the Capital. Potter is optimistic the Corridors of Commerce may be funded.

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ADVISORY COMMITTEE / ADVISORY BOARD UPDATES (cont.):

He is less optimistic on a regular transportation bill, as past issues are being brought up. The County's Transit Investment Board will bring back the Southwest Light Rail and the Legislature's ability to allow them a sales tax option. He referenced I-94 between Albertville and St. Michael. Although the project is shovel ready, there is now question on MnDOT's priority of the project.

2. Annandale Safe Schools Meeting. Husom attended a meeting last week. They are working on establishing leadership roles in the Middle School. They have a partnership with Village Ranch.
3. Safe Communities of Wright County. Husom attended a recent meeting. The group is working to revise the logo to be more reflective of their work. The mission of the group is to reduce traffic crashes and minimize fatalities and injuries. Two mock crashes are scheduled in Buffalo and Howard Lake. The group discussed Teen Drive Wright and Drive Wright classes, which are diversion programs in lieu of receiving a traffic ticket. Husom said the Programs are effective. A reduction has been seen in Wright County traffic fatalities, with seven in 2016 versus ten years ago when the numbers were in the higher teens.

The meeting adjourned at 9:58 A.M.

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WRIGHT COUNTY
REQUEST FOR BOARD ACTION

REQ. AGENDA TIME: _____ ***BOARD MEETING DATE:*** ***January 24, 2017***

CONSENT AGENDA: ***X*** ***AMT. OF TIME REQUIRED:*** _____

ITEM FOR CONSIDERATION: _____

Administration
ORIGINATING DEPARTMENT/SERVICE

X Sue Vergin
REQUESTOR'S SIGNATURE

_____
REVIEWED BY/DATE

BOARD ACTION REQUESTED:

Approve the Tentative Agreement with AFSCME Council No. 65, Local 2685 for 2017-2019, as hereto attached.

BACKGROUND/JUSTIFICATION:

COUNTY ATTORNEY REVIEW DATE:

COUNTY COORDINATOR/DATE:

ADMINISTRATIVE RECOMMENDATION:
- ☐ **APPROVAL**
- ☐ **DENIAL**
- ☐ **NO RECOMMENDATION**

FINANCIAL IMPLICATIONS: $_____

BUDGETED: _____ **YES** _____ **NO**

FUNDING: _____ **LEVY** _____ **OTHER**

COMMENTS:

COMMENTS:

12/22/2016

TENTATIVE AGREEMENT

WRIGHT COUNTY
&
AFSCME Local 2685

1. ARTICLE XXIII – DURATION

This Agreement shall be effective as of January 1, ~~2015~~2017, and shall remain in full force and effect until December 31, ~~2016~~ 2019~~.~~

2. ARTICLE XXII GENERAL PROVISIONS – WAGES AND APPENDIX A

22.3 ~~Effective for 2016 –~~ Employees below the range maximum will be eligible for range movement of 3.25% effective on the employee's anniversary date in job classification. In no event will an employee's wage exceed the maximum of the salary range.

In addition, employees will be granted a ~~3~~2.5% general wage increase each year of the agreement ~~-~~effective January 1, ~~2016~~ 2017, 2018 and 2019.~~.~~ The salary ranges will increase by 2.5% each year at the minimum and maximum of the range. ~~Employees that are below the new minimum wage effective January 1, 2016 after receiving the 3% general adjustment shall move to the new 2016 minimum wage.~~ Employees who are at or above the range maximum ~~and~~ will not be eligible for a general wage increase. ~~will be redlined and shall receive a 1.5% non-base lump sum payment for 2016. Employees who are partially eligible for a general wage increase shall receive the increase up to the new maximum wage and shall receive the remaining of the 1.5% as a non-base lump sum payment for 2016. (Appendix A – Pay Structure and Appendix B – List of Employees and Wage Increases.~~

~~An employee currently in a classification where the maximum of the salary range has been decreased and that employee is paid above the 2016 range maximum will~~ [SMH1] ~~continue to receive range movement until they reach the 2014 range maximum (Appendix D~~ C ~~Memorandum of Agreement – PHN).~~

~~Effective for 2015 only, the EMPLOYER shall, on the employee's anniversary date, review each employee who is not at the maximum of the employee's range to determine whether the employee's salary should be increased to the next higher step on the range. Employees will not receive a general adjustment increase in 2015. Employees whose salary are above the salary maximum will not receive a non-base lump sum payment in 2015.~~

Such an increase shall be granted upon review and determination by the employee~~'s~~ immediate supervisor and concurrence of the Director that the employee's performance for the annual review period has been satisfactory. ~~, and upon approval by the Welfare~~

~~and/or Health and Human Services Board.~~ If a salary increase is not granted pursuant to this Section, the EMPLOYER shall inform the employee of the reason in writing. The decision may be grieved by the employee.

3. ARTICLE XVI - HOSPITAL/MEDICAL/LIFE/LTD/STD AND APPENDIX B

16.1 ~~Effective for 2015 and 2016 Employees will have Health Insurance Plans 1, 2, and 3 as identified in Appendix C. Plan 1 and 2 will expire as of December 31, 2016.~~ Effective January 1, 2017, through December 31, 201~~9~~7, ~~Employees will have Health Insurance Plans currently identified as plans 3, 4, and 5.~~the County will provide three insurance plans (Appendix ~~C~~B).

a. Plan 3 - $300 Deductible Plan & Dental
- No increase int~~o~~ County Contribution

b. Plan 4 - $1000 Deductible Plan & Dental
- Single – Increase in County c~~C~~ontribution of ~~by~~ $25.48 per month
- Family – Increase in County contribution ~~by~~of $50.00 per month

~~a.~~c. Plan 5 - $3000 Deductible Plan & Dental (with VEBA)
- Single – Increase in County contribution ~~by~~ of $20.48 toward insurance premium and $5 ~~per month~~ toward VEBA per month
- Family – Increase in County contribution ~~by~~ of $40 toward insurance premium and $10 ~~per month~~ toward VEBA per month.

Effective January 1, 2018 and January 1, 2019, the County and Union agree to reopen the Agreement regarding the amount of Employer contribution for health insurance premium.

4. ARTICLE XV JOB POSTING-PROMOTIONS

15.2 An employee may elect to return to the employee's former ~~position or~~ job classification during the trial period provided that a vacancy exists.

15.4 All promoted employees shall serve a six (6) months' trial period. During the trial period, a promoted employee ~~may~~ shall be ~~replaced~~ returned to the ~~in the~~ employee's previous ~~position~~ job classification at the request of the employee and/or the ~~sole~~ discretion of the EMPLOYER. An employee returned to the previous job classification shall also revert to the employee's previous anniversary date. There are no increases to wages associated with the completion of a six (6) month trial period.

5. ARTICLE X – OVERTIME

10.1 Hours worked in excess of forty (40) hours within a seven (7) day period will be compensated for at one and one-half times the employee's regular hourly rate of pay. Employees may receive compensatory time on a time and one-half (1 ½) basis in lieu of overtime pay at the Employer's option. The maximum number of hours of compensatory time allowed shall be 48, non-renewable. All accrued compensatory time must be taken as time off ~~or cashed out~~ prior to the last day of the last pay period of each calendar year, such time may not be carried over from year to year. Compensatory time not taken by this date shall be paid out to the employee at the wage rate in effect on the last pay period of the year.

Compensatory time may be paid out two (2) times per year following the last pay period in June and/or December. June payout must be requested in advance by the employee.

6. ARTICLE XVIII VACATIONS — (Modified to match MOA ending 12/31/16)

18.2 Probationary Period and Accumulation. Employees shall accumulate vacation during the probationary period based on original hire or rehire, ~~but shall not be eligible to take~~ and may use accrued vacation ~~until the completion of the probationary period~~after six (6) months of employment.. Employees terminated during the probationary period shall not be compensated for accumulated vacation. Employees who are hired during the month shall begin accumulation of vacation time the first of the month following the date they were hired.

7. ARTICLE XXII HEALTH AND HUMAN SERVICES GENERAL PROVISIONS

22.1 An employee, who is promoted to a new position at a higher grade level, shall receive a pay adjustment that is a salary increase of 4% over the employee's base pay or the minimum of the new salary range, whichever is greater. At the sole discretion of the employer, the County Coordinator and/or Human Resources Director may approve a pay adjustment that is a salary increase of up to and including 12% over the employee's current base pay based on the applicant's education, experience, and labor market conditions. In no event can a promotional increase exceed the maximum of the new salary range.

~~22.2 Any employee who fails to successfully complete the six (6) month trial period and thereby achieve permanent status following promotion to a new classification will revert to his/her previously held job classification and anniversary date.~~ (See 15.2 and 15.4)

22.4~~22.5~~ Part Time Pro-Rated Benefits. Any part-time employee who is covered by this Agreement and is subject to the provisions of P.E.L.R.A., M.S. 179.A01 et. seq., shall receive pro-rated holidays, vacation and sick leave based on the number of hours of their job assignment. Benefits are defined as vacations, holidays, insurance and sick leave for purposes of this Agreement. Part-time employees working 20 hours or more per week shall be eligible for insurance receiving a pro-rata Employer contribution.

Part-time employees will receive a prorated range movement increase annually on the employee's anniversary date, per County Policy. The range movement increase will be prorated based on the equivalent FTE status of the employee. For example, a 0.5 FTE will receive 0.5 range movement increase. A proration of the range movement increase shall continue annually on the employee's anniversary date based on the employees FTE status for the review period.

8. OTHER ITEMS:

a. Vacation Donation – eliminate requirement of MOA when an employee desires to donate accrued vacation to another employee in need.

See revisions to Policy 310 PTO/Vacation Donation to reflect "Wright County permits all employees to donate PTO/Vacation time..."

b. Flexible Work Schedules – Policy 508 Work Schedule was revised to allow department heads more flexibility in work schedules without approval from the County Board or Health and Human Services Board.

c. Clarify Retirement Eligibility – define retirement eligibility as consistent with PERA retirement eligibility / PERA definition of retirement in all references to retirement throughout the contract.

ARTICLE 3. DEFINITIONS
3.17 Retirement Eligibility – Define consistent with PERA retirement eligibility.

~~b.~~d. POLICY 506 – BUSINESS RELATED EXPENSE REIMBURSEMENT

Mileage is reimbursed on the most reasonable and direct route as outlined in the revised policy minus the mileage normally driven to and from the principal work location if the employee does not report to their principal work location during the course of a workday.

~~c.~~e. Change all Roman Numerals to numbers.

~~d.~~f. Remove references within the contract to Wright County Welfare Board and / or Health and Human Services Board and replace with "Wright County Board of Commissioners".

~~e.~~g. MOA – PHN Attraction and Retention Salary Schedule will continue for duration of the contract (2017-2019)

~~f.~~h. MOA – After Hour On-Call Emergency Services for Social Workers, dated April 2009 will remain in place.

9. PAID TIME OFF (PTO) Policy –

If the Union votes affirmative to accept the PTO Policy, the contract will be modified to reflect that action, removing vacation, sick and bereavement language.

This Tentative Agreement is submitted contingent upon the requirement that the Tentative Agreement be ratified by the Union membership and that the Union notify the County in writing on or before January 31, 2017.

WRIGHT COUNTY
REQUEST FOR BOARD ACTION

REQ. AGENDA TIME: _____ ***BOARD MEETING DATE:*** ***January 24, 2017***

CONSENT AGENDA: ***X*** ***AMT. OF TIME REQUIRED:*** _____

ITEM FOR CONSIDERATION: _____

Administration
ORIGINATING DEPARTMENT/SERVICE

X Sue Vergin
REQUESTOR'S SIGNATURE

_____
REVIEWED BY/DATE

BOARD ACTION REQUESTED:

Approve the Tentative Agreement with the Assistant Wright County Attorney's Association for 2017-2019, as hereto attached.

BACKGROUND/JUSTIFICATION:

COUNTY ATTORNEY REVIEW DATE:

FINANCIAL IMPLICATIONS: $_____

COUNTY COORDINATOR/DATE:

ADMINISTRATIVE RECOMMENDATION:
- ☐ **APPROVAL**
- ☐ **DENIAL**
- ☐ **NO RECOMMENDATION**

BUDGETED: _____ **YES** _____ **NO**

FUNDING: _____ **LEVY** _____ **OTHER**

COMMENTS:

COMMENTS:

TENTATIVE AGREEMENT SUMMARY
WITH
ASSISTANT COUNTY ATTORNEY'S ASSOCIATION

1. **ARTICLE 12 – INSURANCE** (Appendix B)

12.1 Effective January 1, 2017 through December 31, 2019~~3/1/2015 through 12/31/15~~, the County will provide three insurance plans (Appendix B).

a. Plan 3 (300 Deductible Plan & Dental)
   - No increase in County contribution for single/family

b. Plan 4 (1,000 Deductible Plan & Dental)
   - Single – Increase in County contribution of $25.48 per month
   - Family – Increase in County contribution of $50.00 per month

c. Plan 5 (3,000 Deductible Plan (with VEBA) & Dental)
   - Single – Increase in County contribution of $20.48 toward insurance premium and $5 toward VEBA per month
   - Family – Increase in County contribution of $40 toward insurance premium and $10 toward VEBA per month

Effective for January 1, 2018 and January 1, 2019, ~~1/1/16~~ the County and Union agree to reopen the Agreement regarding the amount of Employer contribution for health insurance premium.

2. **ARTICLE 22 – DURATION**

This Agreement shall be effective January 1, ~~2015~~ 2017 and shall remain in full force and effect until December 31, ~~2016~~2019.

3. **ARTICLE 19 – GENERAL PROVISIONS (WAGES)** (Appendix A)

19.1 Open Range Movement. The Employer shall, annually, on or before the employee's anniversary date, review each employee's performance to determine whether the employee's salary should be increased. Employees below the range maximum will be eligible for range movement of 3.25% effective on the employee's anniversary date in classification. In no event will an employee's wage exceed the maximum of the salary range. The County Attorney shall grant such an increase upon satisfactory performance. If a salary increase is not granted pursuant to this section, the Employer shall inform the employee of the reason in writing. The employee may grieve the decision.

In addition, employees will be granted a ~~1.5~~2.5% general wage increase each year of the Agreement effective January 1, ~~2015~~ 2017, 2018 and ~~2016~~2019.

4. ARTICLE 9 – SENIORITY

9.6 Pay on Promotion. An employee, who is promoted to a new position at a higher grade level, shall receive a pay adjustment that is a salary increase of 4% over the employee's current base pay or the minimum of the new salary range, whichever is greater. At the sole discretion of the employer, the County Coordinator and/or Human Resources Director may approve a pay adjustment that is a salary increase of up to and including 12% over the employee's current base pay based on the applicant's education, experience, and labor market conditions. In no event can a promotional increase exceed the maximum of the new salary range.

5. **OTHER ITEMS**

a. Vacation Donation – eliminate requirement of MOA when an employee desires to donate accrued vacation to another employee in need.

See revisions to Policy 310 PTO/Vacation Donation (attached) to reflect "Wright County permits all employees to donate PTO/Vacation time..."

b. Flexible Work Schedules – Policy 508 Work Schedule (attached) was revised to allow department heads more flexibility in work schedules without approval from the County Board.

c. Clarify Retirement Eligibility – define retirement eligibility as consistent with PERA retirement eligibility / PERA definition of retirement in all references to retirement throughout the contract.

ARTICLE 3. DEFINITIONS
3.14 Retirement Eligibility – Define consistent with PERA retirement eligibility.

d. POLICY 506 – BUSINESS RELATED EXPENSE REIMBURSEMENT

Mileage is reimbursed on the most reasonable and direct route as outlined in the revised policy (attached) minus the mileage normally driven to and from the principal work location if the employee does not report to their principal work location during the course of a workday.

e. Side Letter – retain side letter from 2015 – 2016 Collective Bargaining Agreement which identifies the following:

1. The parties will continue the informal compensatory time arrangement that exists in the County Attorney's Office.
2. The County will continue the current practice with respect to attorney license fees and authorized training in accordant with the existing policy in the County Attorney's Office.
3. In the event the County elects to employ part-time Assistant County Attorneys, the parties will discuss the terms and conditions of employment.

WRIGHT COUNTY
REQUEST FOR BOARD ACTION

***Req. Agenda Time*:**		***Board Meeting Date*:**	1-24-2017	***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 $176,891.65 with 182 Vendors and 401 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: $** **Budgeted:** **Yes** **No** **Funding:** **Levy** **Other**
County Coordinator/Date	**Administrative Recommendation:** **Approval** **Denial** **No Recommendation**	
Comments:		**Comments:**

WRIGHT COUNTY
REQUEST FOR BOARD ACTION

***Req. Agenda Time*:**		***Board Meeting Date*:**	1-24-2017	***Consent Agenda*:**	X
Amt. of Time Required:		***Item For Consideration*:**			

Auditor-Treasurer's Office	**Board Action Requested:**
Originating Department/Service	Approve Renewal of 2017 Tobacco Licenses
Requestor's Signature	
Reviewed By/Date	

Background/Justification:

Approve Renewal of 2017 Tobacco Licenses for:

A. City of Delano: City of Delano DBA Delano Wine & Spirits;
B. City of Maple Lake: Roger's Amoco, Inc. DBA Roger's BP-Amoco;
C. City of Monticello: CMV's ECig Lounge DBA ECig Lounge of Monticello;
D. Township of French Lake: Lantto's Store, Inc.

Previous Action On Request/Other Parties Advised:

Date/Time Received In Administration Office:	**County Attorney Review/Date:**	**Financial Implications: $** **Budgeted:** **Yes** **No** **Funding:** **Levy** **Other**
County Coordinator/Date	**Administrative Recommendation:** **Approval** **Denial** **No Recommendation**	
Comments:		**Comments:**

WRIGHT COUNTY
REQUEST FOR BOARD ACTION

REQ. AGENDA TIME: BOARD MEETING DATE: 1-24-17 *CONSENT AGENDA:* X

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

County Board

ORIGINATING DEPARTMENT/SERVICE

X Michelle R

REQUESTOR'S SIGNATURE

Michelle Miller / 1-19-17

REVIEWED BY/DATE

BOARD ACTION REQUESTED:

Replace Social Worker

BACKGROUND/JUSTIFICATION: Nesa Black moving to DD Supervisor position. Need to back fill current Social Worker position.

COUNTY ATTORNEY REVIEW DATE:

FINANCIAL IMPLICATIONS:
$_____

COUNTY COORDINATOR/DATE:

ADMINISTRATIVE RECOMMENDATION:
- ☐ APPROVAL
- ☐ DENIAL
- ☐ NO RECOMMENDATION

BUDGETED: ____ YES ____ NO

FUNDING:

COMMENTS: Request to refill position being vacated due to a promotion.

COMMENTS:

WRIGHT COUNTY

REQUEST FOR BOARD ACTION

REQ. AGENDA TIME BOARD MEETING DATE: January 24, 2017 CONSENT AGENDA X

AMT. OF TIME REQUIRED ITEM FOR CONSIDERATION: *Rezoning*

PLANNING & ZONING **Originating Dept.** **Sean Riley** **Requester's Signature** **Reviewed by/Date**	**BOARD ACTION REQUESTED:** **Accept the findings and recommendations of the Planning Commission for the following rezonings:**

BACKGROUND/JUSTIFICATION:

1. **JOHN V. HOLTHAUS**- (Chatham Twp.) Planning Commission unanimously recommend rezoning approximately 29-30 acres from AG General Agricultural to A/R Agricultural-Residential.
2. **JOHN P. STALOCH** – (Monticello Twp.) Planning Commission unanimously recommends to rezone approximately 20 acres from AG General Agricultural to A/R Agricultural-Residential.

PREVIOUS ACTION ON REQUEST/OTHER PARTIES ADVISED:

DATE/TIME RECEIVED IN ADMINISTRATION OFFICE	**COUNTY ATTORNEY REVIEW/DATE:**	**FINANCIAL IMPLICATIONS:** **BUDGETED: _____** **FUNDING: _____**

COMMENTS:

WRIGHT COUNTY PLANNING COMMISSION
Meeting of: January 12, 2017
M I N U T E S – (Informational)

The Wright County Planning Commission met January 12, 2017 in the County Commissioners Board Room at the Wright County Government Center, Buffalo, Minnesota. Sean Riley, Planning & Zoning Administrator, acting as Chairman pro-tem, called the meeting to order at 7:30 p.m. with the following Board members present: David Pederson, Charlie Borrell, Ken Felger, Dave Thompson and Dan Bravinder. Absent was: Dan Mol and Jan Thompson. Assistant County Attorney, Greg Kryzer, was legal counsel present.

JOHN V. HOLTHAUS – Cont. from 12/15/16

LOCATION: 1478 Dempsey Avenue NW – NW ¼ of SW ¼, except the East 20 rods, Section 27, Township 120, Range 26 , Wright County, Minnesota. (Chatham Twp.) Tax #203-000-273200 Property owner: Mead

Petitions to rezone from AG General Agricultural to A/R Agricultural-Residential and for a Conditional Use Permit for a two-lot unplatted residential subdivision (one lot to include existing homestead) as regulated in Section 155.027 & 155.047 of Title XV, Land Usage of the Wright County Code of Ordinances and Wright County Subdivision Regulations.

Present: John Holthaus and George Mead

A. Riley reviewed the location maps, current zoning is AG and in the Land Use Plan for A/R Agricultural-Residential. The Commission had continued the rezoning request to obtain further information. He noted the parcel to the south (not part of rezoning request) is also owned by the applicant. The topography and driveway were noted. The Commission heard from a neighbor about the safety concerns of adding another access point. The applicant has worked with the County Highway Department and their recommendation is to allow the access point for the new lot, remove the access location for the lot of record and move it to the south to a better location. The condition would have to be addressed through the CUP process. Borrell noted this would improve the visibility concern.

B. Riley – noted if the applicant agrees with the recommendation of the driveway locations, the Commission can act on the rezoning and address it at the next stage. Felger asked if this was due to a safety concern. Riley correct, this provides an opportunity to improve the situation.

C. J. Holthaus they had the suitability for soils done and work with the surveyor to complete the survey. He does not see any issue with completing the work prior to February hearing.

D. Felger opened the hearing for public comment, hearing none, the matter returned to the Commission for action.

E. Borrell moved to recommend approval of the rezoning to the County Board of Commissioners to rezone the property from AG Agricultural to A/R Agricultural Residential because it meets the criteria laid out in the NEQ Land Use Plan and the Town Board approves. Bravinder seconded the motion. VOTE: CARRIED UNANIMOUSLY

F. Borrell moved to continue the hearing to February 9, 2017 on the subdivision portion of the request to allow time for the applicant to finalize survey work and other required information for subdivision approval and for the County Board to act on the rezoning. Pederson seconded the motion. VOTE: CARRIED UNANIMOUSLY

WRIGHT COUNTY PLANNING COMMISSION
Meeting of: January 12, 2017
M I N U T E S – (Informational)

The Wright County Planning Commission met January 12, 2017 in the County Commissioners Board Room at the Wright County Government Center, Buffalo, Minnesota. Sean Riley, Planning & Zoning Administrator, acting as Chairman pro-tem, called the meeting to order at 7:30 p.m. with the following Board members present: David Pederson, Charlie Borrell, Ken Felger, Dave Thompson and Dan Bravinder. Absent was: Dan Mol and Jan Thompson. Assistant County Attorney, Greg Kryzer, was legal counsel present.

JOHN P. STALOCH – Cont. from 12/15/16

LOCATION: W ½ of SE ¼ of SW ¼, Section 17, Township 121, Range 25, Wright County, Minnesota. (Monticello Twp.) Tax 213-100-173401 Property owner: Rita Staloch

Petitions to rezone 20 acres from AG General Agricultural to A/R Agricultural-Residential and a Conditional Use Permit for a two-lot unplatted residential subdivision as regulated in Section 155.028, 155.029 & 155.047, Chapter 155 Land Usage & Zoning of the Wright County Code of Ordinances.

Present: John Staloch & John Holthaus

A. Riley reviewed the location of the property and request to rezone to A/R. The land is currently zoned AG and in the Land Use Plan for A/R. The wetland area was of concern and pointed out on the maps. A wetland professional was hired and report submitted to the Wright County Soil & Water Conservation District (SWCD). The information submitted shows it is not a wetland and SWCD agreed, but had to start the 15-day notice and the public forum. The public comment period ends tomorrow (January 13). He feels confident it will be approved and suggested the Commission could act on the rezoning, if something unusual happens, it would be known before the recommendation is before the County Board. Any other concerns about the subdivision can be addressed through the conditional use permit at the subdivision hearing.

B. Holthaus – looking for a rezoning to allow a split down the middle. They have met with the Town Board and had someone from the Township out to look at the driveway location. Riley noted the Town Board felt two driveways are possible, if adequately spaced.

C. Felger asked for public comment. No comments were heard and closed the public hearing portion and returned to the Commission for questions.

D. Bravinder moved to approve the rezoning to the County Board of Commissioners to rezone the property from AG Agricultural to A/R Agricultural Residential because the Board feels it meets the criteria laid out in the land use plan and the Town Board approves. D. Thompson seconded the motion. VOTE: CARRIED UNANIMOUSLY

Discussion on the time need to obtain site work for the subdivision. Holthaus stated the soil work has been done and the survey work started. He felt the work could be completed and submitted in time for the next hearing.

E. Bravinder moved to continue the hearing on the subdivision portion of the request to allow time for the applicant to finalize survey work and other required information for subdivision approval and for the County Board to act on the rezoning. D. Thompson seconded the motion. VOTE: CARRIED UNANIMOUSLY

WRIGHT COUNTY
REQUEST FOR BOARD ACTION

REQ. AGENDA TIME: _____ *BOARD MEETING DATE:* 01-24-17 *CONSENT AGENDA:* X

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

HIGHWAY
ORIGINATING DEPARTMENT/SERVICE

REQUESTOR'S SIGNATURE

REVIEWED BY/DATE

BOARD ACTION REQUESTED:

Bid Openings Scheduled at the Highway Department
Friday, February 24, 2017
&
Friday, March 10, 2017

BACKGROUND/JUSTIFICATION:

February 24, 2017
11:00 a.m. 2017 Pavement Preservation Contract

Friday, March 10, 2017
11:00 a.m. CSAH 3 Reconstruction Project
11:15 a.m. Briarwood Avenue (Rockford Township State Park Road Account)
11:30 a.m. Seasonal Requirements

Recommendations for award of bids bill be made to the County Board at a future meeting upon satisfaction of all criteria by the low bidders.

A representative from the Auditor's Office and/or Administration is welcome to attend the bid openings.

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: 01-24-17	Consent Agenda _____
Amt of Time Required: _____	Item for Consideration: X	

Sheriff's Office

Originating Department

Todd Hoffman

Digitally signed by Todd Hoffman
DN: cn=Todd Hoffman, o=Sheriff's Office, ou, email=todd.hoffman@co.wright.mn.us, c=US
Date: 2017.01.25 08:47:23 -06'00'

Requestor's Signature

BOARD ACTION REQUESTED:

Refer Deputy Director of Emergency Management wage discussion to the January 25th Personnel Committee meeting.

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: Funding:
COMMENTS:		**COMMENTS:**

Wright County
Request for Board Action

Req. Agenda Time: _____	Board Meeting Date: 01-24-17	Consent Agenda _____
Amt of Time Required: _____	Item for Consideration: X	

Sheriff's Office

Originating Department

Todd Hoffman

Digitally signed by Todd Hoffman
DN: cn=Todd Hoffman, o=Sheriff's Office, ou, email=todd.hoffman@co.wright.mn.us, c=US
Date: 2017.01.25 08:41:34 -06'00'

Requestor's Signature

BOARD ACTION REQUESTED:

Refer Safe and Secure Courthouse Grant to the February 8th Building Committee meeting.

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: Funding:
COMMENTS:		**COMMENTS:**

Safe and Secure Courthouse Initiative Grant Application
2017 Awards

Please refer to the *Safe and Secure Courthouse Initiative – Information and Award Guidelines Sheet* for details on the application process and award guidelines for the grant. The application(s) must be submitted to Janet.marshall@courts.state.mn.us at the Judicial Branch on or before March 31, 2017.

Application Agency Information:

Name of County _____

Department/Division _____

Address _____

Telephone _____ Web Site _____

Name of County Board Chair/Administrator _____

Telephone _____ Email _____

Name and Title of Contact Person _____

Telephone _____ Email _____

2nd Applicant Agency Information:

If a joint project, and funding is requested by more than one agency, the second agency information is (if more than two agencies, use additional sheets):

Name of County _____

Department/Division _____

Address _____

Telephone _____ Web Site _____

Name of County Board Chair/Administrator _____

Telephone _____ Email _____

Name and Title of Contact Person _____

Telephone _____ Email _____

Overall Project Request:

Name of Request/Project _____

Dollar Amount Requested _____

Local 50% Match _____

Total Estimated Cost of Project _____

Expected Start Date of Project _____

Expected End Date of Project _____

(Project must be completed by December 31, 2018)

Project Summary:

Provide a summary of your proposed project and describe its impact on courthouse security.

Project Initiatives: (Provide 1-3 sentence responses to these questions.)

1. Does the county have a Courthouse Security Committee in place? If yes, describe its organizational structure and level of decision-making.

2. Has a security assessment been conducted on the court building? If yes, include the date of completion and describe the steps taken to address identified security-related deficiencies.

3. Describe your court building's security policies and procedures. Who writes, maintains, and distributes these policies and procedures?

4. Do you conduct security training for all permanent building occupants? If yes, include the frequency of training and the subject matter taught.

5. Are all justice partners committed to courthouse security efforts generally and to this project? Please attach letter(s) of support.

6. Describe the project's measurable outcomes, goals, and objectives.

7. Grant recipients will be required to provide a final report. Describe the project schedule and estimated completion dates for key deliverables and project milestones to meet your objectives.

8. If applicable, please explain how your agency will cover any ongoing personnel, maintenance, and operational costs.

9. Would you accept a partial award for the project? How would this impact the project? If partial funds are approved, how would your county fund the remaining project costs?

10. Are there any other approved or pending requests for grants or other outside funding for this project? If yes, please describe.

11. Explain the 50% local match.

Funding Information:

If the project and funding request includes costs for multiple justice partners, please identify the costs per agency (if more than two agencies, use additional sheets):

Provide project cost details (estimated).

	Agency #1	Agency #2
Grant Amount:		
Local Match (50%):		
Total per Agency:	$ 0	$ 0
Grand Total:	$ 0	

Provide a detailed budget summary outlining the major project expenses:

Budget Category	Grant Amount	Local Match	Total
Contracted Services			
			$ 0
			$ 0
			$ 0
			$ 0
Total Contracted Services	$ 0		
Personnel			
			$ 0
			$ 0
			$ 0
			$ 0
Total Personnel	$ 0		
Supplies & Equipment			
			$ 0
			$ 0
			$ 0
			$ 0
Total Supplies & Equipment	$ 0		
Training			
			$ 0
			$ 0
			$ 0
			$ 0
Total Training	$ 0		
Other Expenses			
			$ 0
			$ 0
			$ 0
			$ 0
Total Other	$ 0		
Project Total	$ 0		

I certify that all information in this award application is true and correct to the best of my knowledge and that I have the authority to commit the Organization to the work proposed.

Authorized Signature _____ Date: _____

Submit your application electronically to Janet Marshall, Minnesota Judicial Branch, at:

janet.marshall@courts.state.mn.us

Safe and Secure Courthouse Initiative Grant Program
Score Card Evaluation Instructions for Advisory Panel

Project Scorecard			
	Project Name:	Description of the work to be completed.	
	Date Scored:		
1.	Courthouse Security Committee		Guidelines for scoring Application Question #1
		20	High - A functioning courthouse security committee is in place.
		10	Medium - The applicant is in the process of establishing a committee.
		0	Low - The applicant does not have a courthouse security committee in place.
2.	Courthouse Security Assessment		Guidelines for scoring Application Question #2
		20	High - The applicant has completed a security assessment and is seeking funds to implement needed improvements OR is seeking funds for an assessment.
		10	Medium - A security assessment has been conducted in last 5 years.
		0	Low – No security assessment has been done and there are no plans to conduct an assessment.
3.	Effective and comprehensive court building security policies and procedures		Guidelines for scoring Application Question #3
		20	High - The courthouse security committee has developed and implemented policies, procedures, communications plans, contingency plans, and incident reporting instruments and protocols OR is seeking funds for technical assistance to develop policies and procedures.

Project Scorecard			
		10	Medium - The courthouse security committee is in the process of developing and implementing policies and procedures.
		0	Low - No policies and procedures are in place.
4.	Courthouse security training for all building tenants		Guidelines for scoring Application Question #4
		20	High - The applicant provides periodic training and drills OR seeks to establish a training program.
		10	Medium - Occasional training has been conducted.
		0	Low - No training or drills take place.
5.	Justice partner commitment to courthouse security efforts		Guidelines for scoring Application Question #5
		20	High - The application includes a commitment from all justice partners.
		10	Medium – The applicant and some justice partners are committed.
		0	Low - Only the applicant is committed.
6.	Project Outcomes, Goals, and Objectives		Guidelines for scoring Application Question #6
		20	High - The project provides an integral step to improving courthouse security.
		10	Medium - The project addresses a needed improvement in courthouse security.
		0	Low - The project will not enhance courthouse security.

Project Scorecard
Comments:

Safe and Secure Courthouse Initiative Grant Program

Information and Award Guidelines

January 9, 2017

Chief Justice Lorie S. Gildea established, and the 2016 Legislature funded, a program for the distribution of grants to government entities responsible for providing or maintaining a safe and secure courthouse or other facility where court proceedings are held.

The Chief Justice has established the Secure Courthouse Grant Advisory Panel, responsible for assisting the Chief Justice in the administration of the $1 million appropriated for this initiative. It is the Advisory Panel's intent that the allocated funds be distributed to as many projects as possible. Funding priority will be given to counties with the greatest need.

The Advisory Panel is comprised of the following representatives:

Profession	**Members**
Chair	Chief Justice Lorie S. Gilda
County Administrator	Peg Heglund Yellow Medicine County Administrator
County Attorney	Molly Hicken Cook County Attorney
	Mark A. Ostrem Olmsted County Attorney
County Commissioner	Commissioner Karla Bigham Washington County
	Commissioner Will Purvis Blue Earth County
County Sheriff	Sheriff Bill Hutton Washington County
	Sheriff Ross Litman St. Louis County
Minnesota State Bar Association	Daniel S. Adkins

Profession	Members
	North Star Criminal Defense
Public Defender	Scott Cutcher Chief Public Defender Fifth Judicial District
	Gayle Lovejoy Assistant Public Defender Ninth Judicial District
Judicial Branch	Judge Ann Carrott Assistant Chief Judge Seventh Judicial District
	Judge Jeff Thompson Chief Judge Third Judicial District
	Mark Hoyne Sixth Judicial District Administration
	Jeff Shorba State Court Administrator

The National Center for State Courts, a leading expert on courthouse security, has established best practices for court building security – guidelines describing the security measures that should be in place with respect to a comprehensive set of topics covering court buildings and court operations. Grant award recipients are urged to review this document at the following link: National Center for State Courts: Steps to Best Practices for Court Building Security.

Award Criteria

In awarding the funds, priority will be given to projects that demonstrate a strong commitment on the part of leadership in each court building to the fundamentals of courthouse security and a strong desire to put in place effective measures in the pursuit of sound courthouse security. Projects that benefit multiple counties are encouraged.

The project should begin the process of improving courthouse security or implement an essential step to move toward an effective level of security.

Justice partners should have shown a commitment to improve courthouse security.

The applicant should demonstrate an on-going commitment to the improvement of courthouse security.

The project must have a defined, realistic plan to meet the project goals, and ongoing activities. The project must be completed by December 31, 2018.

Applications will be reviewed and scored by the Secure Courthouse Grant Advisory Panel. Questions one – six of the application will be rated from 0 – 20 (See scorecard evaluation

instructions). Questions seven – eleven will provide the Advisory Panel with additional background information needed to make an informed decision on distribution of grant funds.

Additional Requirements

The application must be authorized by a county board and must demonstrate a 50% cash or in-kind match to the amount requested in the application. Cash match is the direct outlay of funds by the grantee to support the project. In-kind match consists of contributions of time and/or services of current staff members or new employees, building structures, land, equipment, materials, space, or supplies provided to the project by the grantee or others on behalf of the grantee working directly on the project. Past in-kind services on a project will not be eligible to be included in the 50% local match requirement. In addition, the project itself must represent a new investment for the requestor; applicants cannot request funding for a project that is already completed. If applicable, the application must show that resources will be available for any on-going personnel, maintenance and operational costs.

Once an award is granted, the recipient must sign an agreement and set up the appropriate budgets for the approved funds. The Minnesota Judicial Branch State Court Administrator's Office will coordinate the payment of funds to the agency.

The recipient will be responsible for submitting a final report to the State Court Administrator showing project details and the amount of actual expenditures. The final report and expenditures must be completed by April 1, 2019.

Application Submission and Deadline

The application should be transmitted electronically to Janet Marshall, State Court Administration at janet.marshall@courts.state.mn.us. Electronic signatures will be accepted.

The application must be received by Janet Marshall on or before March 31, 2017.

Timelines for Award Process and Distribution of Funds

The award Schedule is:

January 9, 2017	Application and fund details are available through the Judicial Branch website.
March 31, 2017	Application due date to be eligible for an award.
April 2017	Advisory members review applications
May 2017	Advisory panel completes final review and scores all applications.
June 2017	Chief Justice Gildea completes final approval of awards.
June 2017	Agreement signed and awards sent to recipients.

Contact Information

Any questions about the application process can be submitted to Janet Marshall at janet.marshall@courts.state.mn.us or (651) 297-7579.

WRIGHT COUNTY
REQUEST FOR BOARD ACTION

***Req. Agenda Time*:**	9:05 a.m.	***Board Meeting Date*:**	1-24-2017	***Consent Agenda*:**	
Amt. of Time Required:	10 min.	***Item For Consideration*:**			

Auditor-Treasurer's Office	**Board Action Requested:**
Originating Department/Service	Acceptance Of The 2015 Indirect Cost Allocation Plan.
Requestor's Signature	
Reviewed By/Date	

Background/Justification:

Wright County hired Denovo Consulting Services to prepare the 2015 plan. Diane Blaschko will be here to present the plan and answer any questions the Board may have on how to read or use the plan, and to describe how this plan document differs from the 2014 plan.

Previous Action On Request/Other Parties Advised:

Date/Time Received In Administration Office:	**County Attorney Review/Date:**	**Financial Implications: $** **Budgeted:** **Yes** **No** **Funding:** **Levy** **Other**
County Coordinator/Date	**Administrative Recommendation:** **Approval** **Denial** **No Recommendation**	
Comments:		**Comments:**

Wright County, MN

Cost Allocation Plan
for the Year Ending 12/31/2015
For Use in 2017

Prepared by De Novo Consulting Solutions, LLC

December 2016

HOW TO READ A COST PLAN

INTRODUCTION

An indirect cost allocation plan (CAP) distributes allowable overhead costs of central services to grantee programs. Central service departments are generally general fund departments that provide service to other governmental entities rather than to the outside customers such as the general public Examples of central service functions include finance, banking, maintenance, data processing, attorney, and others.

Grantee departments are those units that provide services or programs that provide service or benefit to outside customers. Examples of grantee departments include programs or grants that provide service and typically are funded by non-Agency funds.

USES OF COST ALLOCATION PLANS

An indirect cost allocation plan is prepared to identify the cost of supporting direct service programs and to accurately claim and reimburse the general fund for the cost of providing those services within the Federal guidelines. In addition, cost plans can be used to charge proprietary funds and to build overhead costs into user fees and rates charged to third party customers. Finally, many entities want to see the full cost of operating a department and ask for a full cost plan. Full cost plans often yield valuable information with which to make management decisions and to better manage public funds.

COST PLAN METHODOLOGY

This cost allocation plan contains Section 1 costs and was prepared in accordance with the 2 CFR Part 225 - COST PRINCIPLES FOR STATE, LOCAL and INDIAN TRIBAL COUNCILS. We have followed a consistent approach has been followed in the treatment of direct and indirect costs. We have ensured that no costs charged as direct costs have been included as indirect costs.

- Actual expenditure information was obtained from the financial statements and reconciled to the General Fund as shown in the reconciliation provided as part of the work papers for this plan.
- Unallowable costs are appropriately disallowed and not allocated to grantee programs.
- Individual line items were analyzed to determine which activities benefitted from the expense.
- Statistics used to allocate costs were developed in conjunction with the client and detailed in the work papers.

ABCAP SYSTEM METHODOLOGY

De Novo Consulting Services has a proprietary, double step-down allocation system that is used to distribute costs among central services and to other (grantee) departments. Our system utilizes cross allocations to recognize services to central services as well as to direct grantees. The system is a .net system that produces a report in a PDF, Hard Copy Report or XLS file.

FORMAT OF THE REPORT

- **A Table of Contents** is included at the beginning of the plan and includes the source and allocation basis of the data allocated in every schedule and activity.
- **Summary Schedules**
  - **Schedule A:** This schedule will balance to the general fund in total. The Central Services are in the left column and grantees across the top. At the bottom of the columns, the total allocated to the grantee is presented and a roll forward is calculated as an adjustment between estimated costs and actual costs when they become known. The difference between estimated and actual costs from the prior period.
  - **Schedule B** -provides a more detailed report on how the proposed costs for the operating departments are calculated. The operating departments are listed on the left side of the page and detail the roll forward calculation for each department. In general, this schedule takes the difference between actual costs for this year (column 1) and the forecast costs for this year (column 2), adds that difference to the actual costs for this year (column 1) and any one time adjustments (column 5) to produce a proposed or forecasted cost for the next year (column 6).
  - **Schedule C**-shows the departmental expenditures for each central service department and the allocated costs for each operating department. The schedule has two parts. The top section lists all of the central service departments with the total expenditures and any cost adjustments, the bottom section lists all of the operating departments with the total costs allocated to each (prior to any roll forward or cost adjustments).
  - **Schedule D**-recaps in detail, how the costs (both direct and incoming) have been allocated from each central service department to each operating department
- **Structure of Detailed Schedules**
  - **.1 Narrative:** Each schedule will have a narrative that describes the schedule, the allocation and the costs allocated. Any interesting or findings discovered during the plan preparation will also be found in this schedule.
  - **.2 Incoming Costs:** This schedule details the incoming costs to the schedule. These costs are allocation from other central services to this schedule for proper allocation.
  - .3 **Financial Schedule:** This schedule will balance to the financial reports for the departments included in this schedule. Costs are distributed to activities, and those that are unallowable are disallowed.
  - **.4 Detailed Allocation:** Each activity found in the .3 schedule will have a detailed .4 schedule showing the total costs to be allocated, the basis for allocating the costs and the cost distribution by grantee.
  - **.5 Summary Allocation:** This schedule summarizes the costs allocated by grantee and activity for this schedule. The total of the costs by grantee will tie to the amount found on Schedule A.

Central Service Departments	COURT ADMINISTRATION	HUM SVC INC MAINT	HUM SVC SOC SVC	HUM SVC TITLE IVD	HUM SVC COMM HEALTH	HUM SVC COLLABERATIVE	VETERANS SERVICE	ROAD AND BRIDGE	PLANNING ZONING
BUILDING DEPRECIATION	124,148	26,494	0	23,217	0	0	2,453	0	11,687
EQUIPMENT DEPRECIATION	0	0	0	0	0	0	0	0	0
UNALLOCATED INSURANCE	0	0	0	0	0	0	6,342	0	45,833
OTHER EXPENDITURES	82	3,397	8,500	1,692	3,025	2,083	212	10,266	1,367
BUILDING CARE	17,265	4,024	0	3,526	0	0	341	0	1,626
INFO TECH	0	110,407	310,521	74,180	117,308	0	34,502	79,356	36,227
COUNTY ADMINISTRATION	0	55,837	140,187	28,247	40,172	25,346	4,218	62,722	17,165
COUNTY AUDITOR TREASURER	14,555	105,920	167,583	24,405	46,028	4,305	5,358	56,080	12,872
COUNTY ATTORNEY	0	105,314	256,863	63,752	87,333	64,216	1,053	28,441	7,374
COUNTY SHERIFF	0	0	0	0	0	0	0	0	0
Total Allocated	**156,050**	**411,393**	**883,654**	**219,019**	**293,867**	**95,950**	**54,479**	**236,865**	**134,151**
Roll Forward	0	79,005	132,939	-6,200	31,206	92,977	0	0	0
Costs with Roll Forward	**156,050**	**490,397**	**1,016,594**	**212,819**	**325,074**	**188,928**	**54,479**	**236,865**	**134,151**
Adjustments	0	0	0	0	0	0	0	0	0
Proposed Costs	**156,050**	**490,397**	**1,016,594**	**212,819**	**325,074**	**188,928**	**54,479**	**236,865**	**134,151**

Central Service Departments	CIVIL DEFENSE	COUNTY ASSESSOR	SOLID WASTE	COUNTY JAIL	COUNTY PARKS DEPARTMENT	COUNTY RECORDER	COUNTY EXTENSION	LAW LIBRARY	COUNTY SHERIFF OTHER
BUILDING DEPRECIATION	7,417	9,739	0	2,103,901	0	13,937	6,959	6,270	0
EQUIPMENT DEPRECIATION	0	0	0	0	0	0	0	0	0
UNALLOCATED INSURANCE	2,411	52,977	0	0	41,801	23,967	8,005	3,522	0
OTHER EXPENDITURES	91	2,405	0	9,664	20,115	1,082	671	472	1,227
BUILDING CARE	4,726	1,355	0	-1,020,219	0	1,939	969	872	0
INFO TECH	0	43,128	0	77,630	12,076	56,930	22,426	3,450	0
COUNTY ADMINISTRATION	1,014	20,595	0	89,729	29,579	12,797	5,851	2,028	0
COUNTY AUDITOR TREASURER	2,415	15,460	5,520	33,905	22,047	8,569	8,240	5,144	0
COUNTY ATTORNEY	527	9,480	0	37,922	11,060	5,267	2,633	1,053	0
COUNTY SHERIFF	0	0	0	0	0	0	0	0	18,901,925
Total Allocated	**18,600**	**155,139**	**5,520**	**1,332,532**	**136,678**	**124,488**	**55,754**	**22,812**	**18,903,152**
Roll Forward	0	0	0	0	0	0	0	0	0
Costs with Roll Forward	**18,600**	**155,139**	**5,520**	**1,332,532**	**136,678**	**124,488**	**55,754**	**22,812**	**18,903,152**
Adjustments	0	0	0	0	0	0	0	0	0
Proposed Costs	**18,600**	**155,139**	**5,520**	**1,332,532**	**136,678**	**124,488**	**55,754**	**22,812**	**18,903,152**

Central Service Departments	OTHR COUNTY DEPT	SubTotal	Dir Bill	Unalloc	Total
BUILDING DEPRECIATION	268,391	2,604,613	0	0	**2,604,613**
EQUIPMENT DEPRECIATION	0	0	0	0	**0**
UNALLOCATED INSURANCE	114,035	298,892	0	260,797	**559,689**
OTHER EXPENDITURES	6,688	73,040	0	0	**73,040**
BUILDING CARE	236,487	-747,089	2,879,774	195,816	**2,328,501**
INFO TECH	200,114	1,178,257	0	0	**1,178,257**
COUNTY ADMINISTRATION	79,337	614,822	0	150,856	**765,678**
COUNTY AUDITOR TREASURER	83,326	621,733	0	1,761,510	**2,383,243**
COUNTY ATTORNEY	2,097,590	2,779,879	139,355	0	**2,919,234**
COUNTY SHERIFF	0	18,901,925	0	0	**18,901,925**
Total Allocated	**3,085,969**	**26,326,072**	**3,019,129**	**2,368,979**	**31,714,180**
Roll Forward	0	329,928	0	0	329,928
Costs with Roll Forward	**3,085,969**	**26,656,000**	**3,019,129**	**2,368,979**	**32,044,108**
Adjustments	0	0	0	0	0
Proposed Costs	**3,085,969**	**26,656,000**	**3,019,129**	**2,368,979**	**32,044,108**

WRIGHT COUNTY
REQUEST FOR BOARD ACTION

***Req. Agenda Time*:**	9:05 a.m.	***Board Meeting Date*:**	1-24-2017	***Consent Agenda*:**	
Amt. of Time Required:	5 min.	***Item For Consideration*:**			

Auditor-Treasurer's Office	**Board Action Requested:**
Originating Department/Service	Set Audit Entrance Meeting.
Requestor's Signature	
Reviewed By/Date	

Background/Justification:

Previous Action On Request/Other Parties Advised:

Date/Time Received In Administration Office:	**County Attorney Review/Date:**	**Financial Implications: $** **Budgeted:** **Yes** **No** **Funding:** **Levy** **Other**
County Coordinator/Date	**Administrative Recommendation:** **Approval** **Denial** **No Recommendation**	
Comments:		**Comments:**

WRIGHT COUNTY
REQUEST FOR BOARD ACTION

***Req. Agenda Time*:**	9:05	***Board Meeting Date*:**	1-24-2017	***Consent Agenda*:**	
Amt. of Time Required:	5 min.	***Item For Consideration*:**			

Auditor-Treasurer's Office	**Board Action Requested:**
Originating Department/Service	Accept Recommendation from Tax Forfeiture Committee Regarding Private Sale.
Requestor's Signature	
Reviewed By/Date	

Background/Justification:

Previous Action On Request/Other Parties Advised:

Date/Time Received In Administration Office:	**County Attorney Review/Date:**	**Financial Implications: $** **Budgeted:** **Yes** **No** **Funding:** **Levy** **Other**
County Coordinator/Date	**Administrative Recommendation:** **Approval** **Denial** **No Recommendation**	
Comments:		**Comments:**

Wright County Auditor/Treasurer Office

The Minnesota Department of Health strongly recommends that ALL homebuyers have an indoor radon test performed prior to purchase or taking occupancy and recommends having the radon levels mitigated if elevated radon concentrations are found. Elevated radon concentrations can easily be reduced by a qualified, certified, or licensed, if applicable, radon mitigator.

Every buyer of an interest in residential real property is notified that the property may present exposure to dangerous levels of indoor radon gas that may place the occupants at risk of developing radon-induced lung cancer. Radon, a Class A human carcinogen, is the leading cause of lung cancer in nonsmokers and the second leading cause overall. The seller of any interest in residential real property is required to provide the buyer with any information on radon test results of the dwelling.

Persons and entities owing delinquent taxes on other parcels in Wright County will be prohibited from bidding on parcels at this sale.

The balance of any special assessments that were levied before forfeiture and canceled at forfeiture are not included in the basic sale price and may be reassessed by the municipality. These special assessments are shown on the list of tax-forfeited land under the column entitled "Specials Before Forfeiture."

	PROPERTIES								
PID	ADDRESS	SPECIAL CONDITIONS OF SALE	TAX DESCRIPTION	CITY/TOWNSHIP	VALUE	SPECIALS AFTER	SPECIALS BEFORE	MINIMUM BID PRICE	CONSERVATION/NON CONSERVATION
155-123-000020			Outlot A, Rolling Woods	Monticello	500			$100.00	Non Conservation
213-100-353100				Monticello Township	600			$100.00	Non Conservation
217-054-002140		The owner of Lot 15, Block 2, Spring Park, shall preserve and maintain drainage from lands to the west and north, under 102nd Street NW, to Augusta Lake.	LOT 15, BLOCK 2, SPRING PARK	Southside Township	9,000			$600.00	Non Conservation
218-000-302100			THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER	Stockholm Township	45,400			$6,000.00	Non Conservation

WRIGHT COUNTY
REQUEST FOR BOARD ACTION

REQ. AGENDA TIME: _____ *BOARD MEETING DATE:* 01-24-17 *CONSENT AGENDA:* _____.

AMT. OF TIME REQUIRED: 1 min *ITEM FOR CONSIDERATION:* _____.

HIGHWAY
ORIGINATING DEPARTMENT/SERVICE

REQUESTOR'S SIGNATURE

REVIEWED BY/DATE

BOARD ACTION REQUESTED:

Authorize Highway Engineer Hawkins and Assistant Highway Engineer Hausmann to attend the NACE Annual Meeting/Management & Technical Conference in Cincinnati, Ohio, April 9-13, 2017

BACKGROUND/JUSTIFICATION:

Board approval of the budgeted expense is required, per County Policy, as this involves out-of-state travel. The National Association of County Engineers (NACE) Annual Meeting/Management & Technical Conference offers timely and informative sessions, and workshop attendees find ideas that help them get the most benefit out of scarce local government resources. Attendees will also gain a better understanding of the latest transportation legislation and regulations. An additional educational value is that attendees earn professional development hours (PDH) for attending the NACE Conference that will apply to their annual continuing education, as required by their professional engineering license.

Early bird registration is open now for the conference until February 10th.

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: X. (YES) ___. (NO) FUNDING: ____ (LEVY) . ____. (OTHER)
COMMENTS:		COMMENTS:

WRIGHT COUNTY
REQUEST FOR BOARD ACTION

REQ. AGENDA TIME: _____ *BOARD MEETING DATE:* 01-24-17 *CONSENT AGENDA:* _____.

AMT. OF TIME REQUIRED: 1 min *ITEM FOR CONSIDERATION:* _____.

HIGHWAY
ORIGINATING DEPARTMENT/SERVICE

REQUESTOR'S SIGNATURE

REVIEWED BY/DATE

BOARD ACTION REQUESTED:

Award Southside Trail Extension Contract
(S.P. 086-090-006)

BACKGROUND/JUSTIFICATION:

Bid opening was held on November 1, 2016, and an abstract of bids is attached. Through formal Resolution 16-50 (attached) by the City of Annandale, award of bid is recommended to Landwehr Construction of St. Cloud, Minnesota, in the amount of $408,628.60.

Wright County has agreed to act as the formal sponsor to accept federal funding on behalf of the City of Annandale in Agreement No. 16-53. Cities under population of 5,000 that are awarded federal funding must have a sponsoring agency to accept funding on behalf of the city.

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

16-50

Councilmember Czycalla introduced the following resolution and moved for its adoption:

RESOLUTION ACCEPTING SOUTHSIDE TRAIL EXTENSION (S.P. 086-090-006) BID AND AWARDING CONTRACT

WHEREAS, pursuant to an advertisement for bids for the Southside Trail Extension, bids were received, opened and tabulated according to law, and the following bids were received complying with the advertisement:

Company	Bid
Landwehr Construction, St. Cloud, MN	$408,628.60
Sunram Construction, Corcoran, MN	$443,071.00
Veit & Company, Inc., Rogers, MN	$454,694.00
Peterson Companies, Chisago City, MN	$464,779.26

AND WHEREAS, it appears that Landwehr Construction of St. Cloud, Minnesota is the lowest responsible bidder;

AND WHEREAS, the City Council of Annandale has executed Agreement No. 16-53 with the Wright County Department of Highways for the construction of said improvements;

NOW, THEREFORE, BE IT RESOLVED that the City Council of Annandale, Wright County, Minnesota resolves as follows:

1. The City Council hereby authorizes Wright County to enter into a contract with Landwehr Construction in the name of the Wright County for such construction per Agreement No. 16-53, according to the plans and specifications therefore approved by the City Council and on file in the office of the County Engineer, for a total contract amount of $408,628.60.

The foregoing resolution was duly seconded by Councilmember Wuollet, upon a vote being taken thereon, the following members voted in favor thereof: Wuollet, Jonas, Hastings, Czycalla, Gunnarson, the following members voted against: None; the following members abstained: None; the following members were absent: None.

WHEREUPON, said resolution was declared duly passed and adopted this 5th day of December, 2016.

City Clerk

ABSTRACT OF BIDS - SOUTHSIDE TRAIL EXTENSION
WRIGHT COUNTY
SP 086-090-006
BMI PROJECT W18.108698
11/1/2016

ITEM NO.	MN/DOT SPEC.	ITEM	QUANTITY	UNIT	Landwehr Construction St. Cloud, MN DBE Commitment - 5.7%		Sunram Construction Corcoran, MN DBE Commitment - 3.1%		Veit & Company, Inc. Rogers, MN DBE Commitment - 5.7%		Peterson Companies Chisago City, MN DBE Commitment - 5.7%	
					Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1	2021.501	MOBILIZATION	1	LUMP SUM	$22,000.00	$22,000.00	$22,500.80	$22,500.80	$59,000.00	$59,000.00	$77,131.00	$77,131.00
2	2101.501	CLEARING (P)	0.5	ACRE	$6,900.00	$3,450.00	$6,150.00	$3,075.00	$11,000.00	$5,500.00	$5,856.00	$2,928.00
3	2101.502	CLEARING	1	TREE	$340.00	$340.00	$310.00	$310.00	$170.00	$170.00	$293.00	$293.00
4	2101.506	GRUBBING (P)	0.5	ACRE	$4,500.00	$2,250.00	$4,100.00	$2,050.00	$11,000.00	$5,500.00	$3,904.00	$1,952.00
5	2101.507	GRUBBING	1	TREE	$230.00	$230.00	$205.00	$205.00	$170.00	$170.00	$196.00	$196.00
6	2104.501	REMOVE WATER MAIN	7	LIN FT	$17.00	$119.00	$15.00	$105.00	$51.00	$357.00	$102.14	$714.98
7	2104.501	REMOVE SEWER PIPE (STORM)	53	LIN FT	$22.00	$1,166.00	$11.00	$583.00	$24.00	$1,272.00	$19.15	$1,014.95
8	2104.505	REMOVE BITUMINOUS PAVEMENT	545	SQ YD	$12.40	$6,758.00	$2.80	$1,526.00	$1.80	$981.00	$7.81	$4,256.45
9	2104.509	REMOVE HYDRANT	1	EACH	$600.00	$600.00	$840.00	$840.00	$1,450.00	$1,450.00	$715.00	$715.00
10	2105.501	COMMON EXCAVATION (P)	2170	CU YD	$20.00	$43,400.00	$23.75	$51,537.50	$24.00	$52,080.00	$30.08	$65,273.60
11	2105.507	SUBGRADE EXCAVATION	1513	CU YD	$16.00	$24,208.00	$23.75	$35,933.75	$11.75	$17,777.75	$13.26	$20,062.38
12	2105.523	COMMON BORROW (CV)	1513	CU YD	$17.00	$25,721.00	$27.00	$40,851.00	$15.50	$23,451.50	$17.86	$27,022.18
13	2118.502	AGGREGATE SURFACING (LV) CLASS 5	30	CU YD	$30.00	$900.00	$50.00	$1,500.00	$32.00	$960.00	$42.96	$1,288.80
14	2211.503	AGGREGATE BASE (CV) CLASS 5	1629	CU YD	$44.50	$72,490.50	$46.70	$76,074.30	$29.00	$47,241.00	$43.14	$70,275.06
15	2231.604	BITUMINOUS PATCH SPECIAL	250	SQ YD	$54.00	$13,500.00	$48.80	$12,200.00	$35.00	$8,750.00	$46.50	$11,625.00
16	2360.501	TYPE SP 9.5 WEARING COURSE MIX (2,B)	1677	TON	$73.00	$122,421.00	$66.60	$111,688.20	$80.00	$134,160.00	$63.45	$106,405.65
17	2501.511	12" RC PIPE CULVERT DES 3006 CL V	85	LIN FT	$62.00	$5,270.00	$67.00	$5,695.00	$56.00	$4,760.00	$28.50	$2,422.50
18	2501.511	15" RC PIPE CULVERT DES 3006 CL V	32	LIN FT	$65.00	$2,080.00	$72.00	$2,304.00	$58.00	$1,856.00	$20.45	$654.40
19	2501.511	24" RC PIPE CULVERT CLASS III	36	LIN FT	$66.00	$2,376.00	$83.00	$2,988.00	$69.00	$2,484.00	$37.16	$1,337.76
20	2501.515	12" RC PIPE APRON	4	EACH	$860.00	$3,440.00	$1,260.00	$5,040.00	$1,470.00	$5,880.00	$798.44	$3,193.76
21	2501.515	15" RC PIPE APRON	2	EACH	$870.00	$1,740.00	$1,575.00	$3,150.00	$1,536.00	$3,072.00	$833.63	$1,667.26
22	2501.515	24" RC PIPE APRON	1	EACH	$1,000.00	$1,000.00	$2,950.00	$2,950.00	$2,400.00	$2,400.00	$1,140.43	$1,140.43
23	2503.602	CONNECT TO EXISTING STORM SEWER	1	EACH	$900.00	$900.00	$685.00	$685.00	$2,700.00	$2,700.00	$715.00	$715.00
24	2504.602	1" CURB STOP & BOX	1	EACH	$490.00	$490.00	$545.00	$545.00	$1,100.00	$1,100.00	$875.00	$875.00
25	2504.602	CONNECT TO EXISTING WATER MAIN	1	EACH	$500.00	$500.00	$2,205.00	$2,205.00	$1,100.00	$1,100.00	$788.00	$788.00
26	2504.602	HYDRANT	1	EACH	$4,500.00	$4,500.00	$6,665.00	$6,665.00	$5,500.00	$5,500.00	$4,292.00	$4,292.00
27	2504.602	6" GATE VALVE & BOX	1	EACH	$1,965.00	$1,965.00	$2,375.00	$2,375.00	$2,300.00	$2,300.00	$2,185.00	$2,185.00
28	2504.603	1" TYPE K COPPER PIPE	10	LIN FT	$98.00	$980.00	$51.00	$510.00	$405.00	$4,050.00	$117.30	$1,173.00
29	2504.603	6" PVC WATERMAIN	11	LIN FT	$83.00	$913.00	$62.00	$682.00	$337.00	$3,707.00	$51.94	$571.34
30	2506.501	CONSTRUCT DRAINAGE STRUCTURE DESIGN 4007	1.4	LIN FT	$375.00	$525.00	$1,970.00	$2,758.00	$2,002.00	$2,802.80	$634.29	$888.01
31	2506.501	CONSTRUCT DRAINAGE STRUCTURE DES 48-4020	4.1	LIN FT	$460.00	$1,886.00	$975.00	$3,997.50	$625.00	$2,562.50	$441.52	$1,810.23
32	2506.516	CASTING ASSEMBLY	1	EACH	$730.00	$730.00	$550.00	$550.00	$1,500.00	$1,500.00	$693.50	$693.50
33	2506.522	ADJUST FRAME & RING CASTING	7	EACH	$300.00	$2,100.00	$400.00	$2,800.00	$1,800.00	$12,600.00	$439.00	$3,073.00
34	2511.501	RANDOM RIPRAP CLASS IV	9	CU YD	$105.00	$945.00	$95.00	$855.00	$72.00	$648.00	$100.57	$905.13
35	2521.501	6" CONCRETE WALK	218	SQ FT	$23.00	$5,014.00	$21.00	$4,578.00	$19.00	$4,142.00	$11.20	$2,441.60
36	2531.618	TRUNCATED DOMES	72	SQ FT	$70.00	$5,040.00	$63.00	$4,536.00	$50.00	$3,600.00	$60.00	$4,320.00
37	2563.601	TRAFFIC CONTROL	1	LUMP SUM	$3,000.00	$3,000.00	$5,000.00	$5,000.00	$2,700.00	$2,700.00	$2,500.00	$2,500.00
38	2564.531	SIGN PANELS TYPE C	4.5	SQ FT	$75.00	$337.50	$110.00	$495.00	$61.00	$274.50	$111.11	$500.00
39	2573.502	SILT FENCE, TYPE MS	885	LIN FT	$1.70	$1,504.50	$2.05	$1,814.25	$2.00	$1,770.00	$4.00	$3,540.00
40	2573.530	STORM DRAIN INLET PROTECTION	5	EACH	$200.00	$1,000.00	$150.00	$750.00	$270.00	$1,350.00	$150.00	$750.00
41	2573.601	TEMPORARY EROSION CONTROL	1	LUMP SUM	$1,500.00	$1,500.00	$1,600.00	$1,600.00	$5,100.00	$5,100.00	$1,788.00	$1,788.00
42	2574.508	FERTILIZER TYPE 1	921	POUND	$2.25	$2,072.25	$1.50	$1,381.50	$0.85	$782.85	$0.50	$460.50
43	2575.501	SEEDING	4.78	ACRE	$515.00	$2,461.70	$475.00	$2,270.50	$400.00	$1,912.00	$2,790.00	$13,336.20
44	2575.502	SEED MIXTURE 21-112	26	POUND	$1.25	$32.50	$1.05	$27.30	$2.25	$58.50	$1.00	$26.00

ABSTRACT OF BIDS - SOUTHSIDE TRAIL EXTENSION
WRIGHT COUNTY
SP 086-090-006
BMI PROJECT W18.108698
11/1/2016

ITEM NO.	MN/DOT SPEC.	ITEM	QUANTITY	UNIT	Landwehr Construction St. Cloud, MN DBE Commitment - 5.7% Unit Price	Amount	Sunram Construction Corcoran, MN DBE Commitment - 3.1% Unit Price	Amount	Veit & Company, Inc. Rogers, MN DBE Commitment - 5.7% Unit Price	Amount	Peterson Companies Chisago City, MN DBE Commitment - 5.7% Unit Price	Amount
45	2575.502	SEED MIXTURE 21-141	333	POUND	$4.35	$1,448.55	$3.95	$1,315.35	$4.60	$1,531.80	$6.15	$2,047.95
46	2575.502	SEED MIXTURE 21-151	132	POUND	$3.90	$514.80	$3.50	$462.00	$4.50	$594.00	$5.55	$732.60
47	2575.502	SEED MIXTURE 34-271	4	POUND	$95.00	$380.00	$84.00	$336.00	$79.00	$316.00	$103.00	$412.00
48	2575.511	MULCH MATERIAL TYPE 1	7	TON	$185.00	$1,295.00	$168.00	$1,176.00	$170.00	$1,190.00	$490.00	$3,430.00
49	2575.519	DISK ANCHORING	3.7	ACRE	$115.00	$425.50	$105.00	$388.50	$84.00	$310.80	$260.00	$962.00
50	2575.523	EROSION CONTROL BLANKETS CATEGORY 3	849	SQ YD	$2.25	$1,910.25	$1.85	$1,570.65	$2.25	$1,910.25	$2.05	$1,740.45
51	2575.560	HYDRAULIC MATRIX TYPE BONDED FIBER	2559	POUND	$2.45	$6,269.55	$2.10	$5,373.90	$2.25	$5,757.75	$1.90	$4,862.10
52	2582.501	PAVEMENT MESSAGE EPOXY	18	SQ FT	$16.00	$288.00	$15.00	$270.00	$17.00	$306.00	$15.00	$270.00
53	2582.502	4" SOLID LINE WHITE-EPOXY	1064	LIN FT	$0.90	$957.60	$0.80	$851.20	$0.50	$532.00	$0.45	$478.80
54	2582.502	4" DOUBLE SOLID LINE YELLOW-EPOXY	688	LIN FT	$1.80	$1,238.40	$1.60	$1,100.80	$1.00	$688.00	$0.90	$619.20
55	2582.502	4" BROKEN LINE WHITE-EPOXY	50	LIN FT	$0.90	$45.00	$0.80	$40.00	$0.50	$25.00	$0.45	$22.50
				TOTAL AMOUNT BID:		**$408,628.60**		**$443,071.00**		**$454,694.00**		**$464,779.26**

Amount on Bid Form	$408,672.85	$443,071.00	$456,207.00	$464,779.26
Difference	-$44.25	$0.00	-$1,513.00	$0.00

WRIGHT COUNTY
REQUEST FOR BOARD ACTION

REQ. AGENDA TIME: _____ *BOARD MEETING DATE:* 01-24-17 *CONSENT AGENDA:* _____

AMT. OF TIME REQUIRED: 2 min *ITEM FOR CONSIDERATION:* _____

HIGHWAY
ORIGINATING DEPARTMENT/SERVICE

REQUESTOR'S SIGNATURE

REVIEWED BY/DATE

BOARD ACTION REQUESTED:

Authorize Wright County to Approve Revised Joint Powers Agreement for Highway 25 Corridor Coalition

BACKGROUND/JUSTIFICATION:

This Agreement includes the Cities of Monticello, Big Lake, and Becker; Big Lake and Becker Townships; and Sherburne and Wright Counties, and is for the purpose of working together to plan and develop improvement priorities for that portion of State Trunk Highway 25 located between I-94 and State Highway 10 that has been identified as "the Corridor."

Agreement is attached.

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:

HIGHWAY 25 CORRIDOR COALITION
JOINT POWERS AGREEMENT

This joint powers agreement (the "Agreement") is entered into this _____ day of _____, 2016, by and between the **Cities of Monticello, Big Lake** and **Becker**, municipal corporations under the laws of Minnesota, **Big Lake** and **Becker Townships**, public corporations under the laws of Minnesota, and **Sherburne and Wright Counties**, bodies corporate and politic under the laws of Minnesota, The parties to this Agreement are hereafter referred to individually as "Member(s)" and collectively as the "Highway 25 Coalition."

RECITALS

WHEREAS, Minnesota Statute § 471.59 authorizes the joint and cooperative exercise of powers common to the Members; and

WHEREAS, State Highway 25 between I-94 and State Highway 10 (the Corridor) has become a vital local transportation artery supporting the social and economic well-being of the Members; and

WHEREAS, the Highway 25 Corridor between I-94 and State Highway 10 is an important connecting link to two major highways that serves a growing regional and statewide traffic demand; and

WHEREAS, transportation pressure along the Corridor has grown sharply in recent decades mirroring the growth of State, regional and local populations which have caused a significant erosion of traffic capacity; and

WHEREAS, with the growth of local, regional and statewide traffic, along with the increase in rail activity, the Highway 25 Corridor between I-94 and State Highway 10 has become increasingly congested. Continued growth is destined to further degrade the operation of the Corridor which will hamper economic development and negatively impact all that travel along and across it on a daily or periodic basis; and

WHEREAS, a pre-existing development pattern, the Mississippi River and Burlington Northern railroad all present physical challenges to development and operation of a corridor with sufficient capacity to meet existing and future needs; and

WHEREAS, given the availability of undeveloped land and projected growth in traffic demand over time, it is appropriate for member communities to engage in a joint planning effort for the sake of efficient and orderly transportation facilities development; and

WHEREAS, failure to plan and develop improvement priorities will ultimately result in added cost and lost opportunities for members of the Highway 25 Coalition and the State of Minnesota; and

WHEREAS, the potential of gaining grant funds, as well as State and Federal funding assistance, for Corridor related improvements are greatly enhanced through development of a unified voice; and

WHEREAS, each Member has adopted a Resolution finding that it is in the best interests of the citizens of each jurisdiction to enter into this Agreement.

NOW THEREFORE, pursuant to Minnesota Statutes § 471.59, and in consideration of the mutual undertakings herein expressed, the parties agree as follows:

1. The Highway 25 Coalition mission is to have the Corridor appropriately expanded to operate effectively to create timely mobility for workers and emergency response while saving and enhancing lives through reducing crashes, eliminating rail conflicts and encouraging more broad economic growth and better connected communities.

2. Activities of the Highway 25 Coalition to include the following;

    a. Examination of the impacts of continued growth in Member jurisdictions on traffic patterns.

    b. Conducting traffic studies defining and identifying priority improvements.

    c. Preparation of collaborative project design and delivery recommendations.

    d. Study of various transportation risks associated with improvement alternatives and associated timing of the construction of improvements.

    e. Identification and application for funding of activities via grant programs.

    f. Development of unified effort among local and state interests in obtaining funding of improvements to include: (i) providing input and leadership within each Member community on matters pertaining to Corridor improvement planning and implementation; and (ii) advocacy at the State and Federal level.

    g. Partnering with MNDOT on regional transportation decisions and involvement in regional policy decisions and discussions.

    h. Incorporation of public input in planning efforts.

    i. Related and ancillary activities or common issues associated with the Highway 25 corridor.

3. Joinder of Member Political Subdivisions. The undersigned Members hereby agree to join together for the purpose of coordinating short and long term Corridor planning and

system funding efforts and establishing a joint funding source for said activities through establishment of the Highway 25 Corridor Coalition. This Agreement shall become effective upon adoption of a resolution by the governing body of no less than 5 Members, and shall be binding on all the Members who have joined through adoption of a resolution by their respective governing bodies for five (5) years from the date the last original member executes the agreement, unless otherwise extended or amended by the Members that have signed this Agreement. Near the end of the term of the Agreement, Members will assess the effectiveness of the organization and determine whether or not to continue or disband.

4. Highway 25 Coalition Board Composition. Each Member shall appoint annually a representative to the Highway 25 Coalition Board. Each Member may appoint an alternate representative who may act in the place and stead of an absent representative from that Member jurisdiction.

5. Meetings. The Board shall meet at least quarterly on a schedule determined by the Board. All meetings of the Board shall be conducted in a manner consistent with the Minnesota Open Meeting Law, Minn. Stat. § 13D.01, et. seq., as amended. Special meetings may be called by the Board Chair or upon written request of three (3) or more members of the Board. Written notice of any special meetings shall be sent to all Board members and to the City Clerk of each City to comply with posting requirements.

6. Powers and Duties. The powers and duties of the Board include, but are not limited to, expending funds for the purposes noted above including:

   a. Approve a work plan and annual budget. In July of each year, the Highway 25 Coalition will establish a work plan and budget for the following fiscal year.

   b. Although projects are intended to be completed within a prescribed budget approved on an annual basis, the Board has the flexibility to modify work plan and associated expenditures as it deems necessary to support the mission of the Highway 25 Coalition. In addition, the Board has the option to seek additional funding from its Members outside of the budget as needs arise.

   c. Seek grant funds supporting planning efforts and to utilize funds on hand as necessary to meet grant program fund matching requirements.

   d. Apply for, receive, and expend State and Federal funds available for funding goals of the Highway 25 Coalition, as well as funds from other lawful sources, including donations.

   e. Enter into contracts with public or private entities as the Board deems necessary to accomplish the purpose for which the Board is organized, including, but not limited to, the use of consultants.

f. Obtain such insurance as the Board deems necessary for the protection of the Board, its property, members of the Board, and Members.

7. Funding Formula and Accounting. In January, each Member shall contribute its share of the annual budget based on the following formula:

a. Sherburne County and Wright County to evenly split 50% of the total cost.

b. City of Monticello, City of Big Lake, City of Becker, Big Lake Township and
c. Becker Township and other local jurisdictions that so choose to join will evenly split the remaining 50% of the total cost.

d. Accounting services supporting Highway 25 Coalition activities shall be provided by one of its Members with this assignment made by the Board on an annual basis or as needed.

8. Jurisdiction Liaison Responsibilities. Individual Board members and associated staff are responsible for maintaining ongoing communication with the Board he/she represents to include presentation of the annual work plan and budget to their Board.

9. Voting. Each Member shall have one vote on the Board. A quorum shall consist of a simple majority (51%) of representatives from the membership. An affirmative five sevenths (5/7) vote of all the members of the Board shall be required by the Board to take any action, including, but not limited to, the actions as listed in Item 6 (Powers and Duties), however, at least one of the affirmative votes for any action must be cast by Members located on opposite sides of the Mississippi River.

10. Officers. There shall be a chair, a vice chair, and a secretary elected from the members of the Board at the initial meeting of each year. The Board may elect or appoint such other officers as it deems necessary to conduct its meetings and affairs.

11. Effective Date/Termination. This Agreement shall become effective upon execution by all of the Members after adoption of an authorizing resolution by the governing body representing each Member jurisdiction and shall continue in effect for five (5) years after the date of execution of the last Member to execute this Agreement. This Agreement shall remain in effect until a party hereto gives notice to the Board of its intention to withdraw. Notice of withdrawal must be given by July 1st of a given year. Termination will be effective at the conclusion of the calendar year. This Agreement shall remain in effect as to the remaining Members provided that there are three (3) or more Members who desire to continue operating the Board. The withdrawing Member shall not be entitled to compensation or distribution of any assets of the Board. In the event of dissolution of the Board, all remaining funds after satisfaction of all payments and other financial obligations shall be returned to the Members in the same manner in which the Members contributed funding to the Board in the last full calendar year prior to dissolution.

12. No Waiver. Nothing herein shall be construed to waive or limit any immunity from, or limitation on, liability available to any jurisdiction, whether set forth in Minnesota Statutes, Chapter 466 or otherwise.

13. Entire Agreement. This Agreement contains the entire agreement between the parties and supersedes all oral agreements, representations between the parties relating to the subject matter thereof. Any alteration, variation, modification or amendment of this Agreement shall be valid only if in writing and executed by all parties.

14. Titles of Sections. The titles of sections of this Agreement are inserted for convenience of reference only and shall be disregarded in constructing or interpreting any of the provisions hereof.

15. Severability. If any section, subdivision or provision of this Agreement shall be held invalid or unenforceable for any reason, the invalidity or unenforceability of such section, subdivision or provision shall not invalidate or render unenforceable any of the remaining provisions.

16. Governing Law. This Agreement shall be interpreted in accordance with the laws of the State of Minnesota.

17. Indemnification and Hold Harmless. The Highway 25 Corridor Coalition shall fully defend, indemnify and hold harmless the Members against all claims, losses, liability, suits, judgments, cost and expenses by reason of the action or inactions of the Board and/or employees and/or the agents of the Highway 25 Corridor Coalition, except for any act or omission for which the Member's employee is guilty of malfeasance, willful neglect of duty or bad faith. This Agreement to indemnify and hold harmless does not constitute a waiver by the Highway 25 Corridor Coalition, any Member or any participant of the limitations on liability provided under Minn. Stat. § 466.04.

    To the full extent permitted by law, actions by the Parties pursuant to this Agreement are intended to be and shall be construed as a "cooperative activity" and it is the intent of the parties that they shall be deemed a "single governmental unit" for the purposes of liability, all as set forth in Minn. Stat. § 471.59, subd. 1a(a); provided further that for purposes of that statute, each party to this Agreement expressly declines responsibility for the acts or omissions of the other parties .

    The parties to this agreement are not liable for the acts or omissions of the other participants to this Agreement except to the extent to which they have agreed in writing to be responsible for acts or omissions of the other parties.

    Each Member acknowledges and agrees that it is insured or self-insured consistent with the limits established in Minnesota State Statute. Each Member agrees to promptly notify

all parties if it becomes aware of any potential Board related claim(s) or facts giving rise to such claims.

18. Data Practices. All government data shall be handled in accordance with the Minnesota Government Data Practices Act and Federal and State laws and regulations concerning the handling and disclosure of data. All contracts entered into by the Highway 25 Coalition shall contain a provision which requires the vendor to comply with and defend and indemnify the Members for a violation of this provision.

19. Counterparts. This Agreement may be executed in counterparts, each one of which will constitute one and the same instrument.

20. Waiver. In the event that any provision contained in this Agreement should be breached by any party and thereafter waived by any other party, such waiver shall be limited to the particular breach so waived and shall not be deemed to waive any other concurrent, previous or subsequent breach hereunder.

21. Amendments. This Agreement may be amended only by unanimous agreement of the Members as evidenced by resolutions adopted by their respective governing bodies.

22. Disputes. The Members agree that they will submit any disputes under this Agreement to mediation prior to resorting to an action in Court.

By signing this Agreement, the parties hereto certify that the same has been approved by their respective Boards.

(Signatures contained on following pages.)

SIGNATURE PAGE
TO
HIGHWAY 25 CORRIDOR COALITION
JOINT POWERS AGREEMENT

Big Lake Township

By_____ Date: _____
Board Supervisor

ATTEST:

_____ Date: _____
Board Clerk

SIGNATURE PAGE
TO
HIGHWAY 25 CORRIDOR COALITION
JOINT POWERS AGREEMENT

City of Big Lake

By_____ Date: _____
Mayor

ATTEST:

_____ Date: _____
City Administrator

SIGNATURE PAGE
TO
HIGHWAY 25 CORRIDOR COALITION
JOINT POWERS AGREEMENT

City of Monticello

By _____ Date: _____
Mayor

ATTEST:

_____ Date: _____
City Administrator

184649v6

SIGNATURE PAGE
TO
HIGHWAY 25 CORRIDOR COALITION
JOINT POWERS AGREEMENT

Wright County

By_____ Date: _____
Board of Commissioner Chair

ATTEST:

_____ Date: _____
County Coordinator

SIGNATURE PAGE
TO
HIGHWAY 25 CORRIDOR COALITION
JOINT POWERS AGREEMENT

Sherburne County

By_____ Date: _____
Board of Commissioners Chair

ATTEST:

_____ Date: _____
County Coordinator

SIGNATURE PAGE
TO
HIGHWAY 25 CORRIDOR COALITION
JOINT POWERS AGREEMENT

Becker Township

By_____ Date: _____
Board Supervisor

ATTEST:

_____ Date: _____
Board Clerk

SIGNATURE PAGE
TO
HIGHWAY 25 CORRIDOR COALITION
JOINT POWERS AGREEMENT

City of Becker

By_____ Date: _____
Mayor

ATTEST:

_____ Date: _____
City Administrator

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

COMMITTEE OF THE WHOLE
MINUTES
JANUARY 17, 2017

MEMBERS PRESENT: Husom, Vetsch, Daleiden, Potter, Borrell and L. Kelly

OTHERS PRESENT: Hiivala, Asleson, Rasmuson, and Vaith

I. WRIGHT COUNTY ABATEMENT POLICY AND RESOLUTION DELEGATING CERTAIN ABATEMENT POWERS TO THE AUDITOR/TREASURER

The County Board has the power under Statute to grant abatements of taxes, penalties and interest. Asleson said the way Statute reads, these do not come to the Board unless staff approves of the application and recommends an abatement. Those situations which involve value or classification require the Assessor to approve the abatement. The Auditor/Treasurer approves abatements that deal only with penalties and interest. The Department of Revenue has recommended Policy updates.

The Committee was presented with a draft of the revised Wright County Abatement Policy and Resolution Delegating Abatement Powers to the County Auditor/Treasurer (attached). The prior Policy limited abatements to homestead type properties and the abatement period of the prior year and one year previous, whereas Statute allows the prior year and possibly two years previous (for clerical errors or when a hardship is involved). Asleson said the County's Policy cannot be more restrictive than State law.

The draft Policy and Resolution were reviewed.

Section 6 relates to notification to the school board and municipality by the County for any requests for more than $10,000 in tax, penalty and interest reduction, per Statute. Asleson referenced the first sentence in Section 6, "Abatement requests not exceeding $2,500.00 in tax reduction for the current year may be handled administratively by the County Assessor and County Auditor/Treasurer without taking the matter to the County Board." In 1995, the County Board delegated to the Assessor and Auditor/Treasurer the ability to deal with homestead abatements regardless of the amount and for one class of property. The draft Policy would include all abatement requests not exceeding $2,500 in tax reduction (not value) for the current year to be handled administratively by the Assessor and Auditor/Treasurer. That figure is supported by the Assessor and Auditor/Treasurer.

Section 7 deals with the other part of the delegation process indicating any type of homestead abatement will be handled by the Auditor/Treasurer and Assessor, consistent with what the Board delegated in 1995. This figure could be more than $2,500.

Section 9 allows the discretion to grant abatements for up to two years prior for clerical errors per Statute.

The draft Resolution would include language to delegate to the Assessor and Auditor/Treasurer all homestead abatements for other types of property under the $2,500 limit. Asleson clarified that the way Statute is written, abatements do not come to the County Board unless staff approves of the application.

Recommendation: Refer the draft Policy and Resolution to the County Board for consideration.

WRIGHT COUNTY ABATEMENT POLICY

Abatements Are Discretionary - The power to abate is a discretionary authority given to each County. The law provides that the County Board may not act on most abatement applications unless that application has received the favorable approval of the County Assessor, and the County Auditor-Treasurer. If the request involves only an abatement of penalties and interest, the application needs only the approval of the County Auditor-Treasurer.

Taxpayers have available to them a number of methods to challenge assessments and valuations. They can use Minnesota Chapter 278 (Tax Court), appeal to the local boards of review and equalization, or seek to discuss the basis for the valuation directly with the County Assessor. Because there are other alternatives available, abatements should be used as a last resort to correct assessment errors and inequities when no other solution is possible. They are not for the purpose of reducing conflict and controversy.

1. Pursuant to Minnesota Statutes, Section 375.192, Subdivision 2:
   "...the County Board may consider and grant reductions or abatements on applications only as they relate to taxes payable in the current year and the two prior years; provided that reductions or abatements for the two prior years shall be considered or granted only for (i) clerical errors, or (ii) when the taxpayer fails to file for a reduction or an adjustment due to hardship, as determined by the county board".

2. Absent exceptional circumstances, it is the County's policy to only consider applications only as they relate to taxes payable in the current year. The request for the current year's abatement must articulate why the abatement is being requested. If there are circumstances that were beyond the control of the Applicant, those circumstances should be spelled out. The County reserves the right to seek additional information from the Applicant to substantiate the reason for the request.

3. Under exceptional circumstances, abatements will be considered for up to two prior years. The Applicant shall identify whether the basis for the request is for a clerical error or due to hardship. The Applicant, if claiming a hardship, shall detail the basis for the hardship that precluded them from addressing the issue of taxes during the prior year or years. Evidence of the hardship will need to be provided. The County reserves the right to seek additional information from the Applicant to substantiate the reason for the request.

4. Hardship Defined: Hardship is defined as a circumstance beyond the control or ability of the property owner to correct assessment errors or inequities and which were **not** appealed in the normal process of the Local Board of Appeal and Equalization, County Board of Appeal and Equalization or Tax Court.

   Examples of hardship include, but are not limited to: extreme or extended hospitalization, accident or illness, extended physical or mental incapacity of the taxpayer, death of the taxpayer, military service including deployments or being out of country, and other events and circumstances which may constitute excusable inaction on the part of the taxpayer.

   Inability to pay the taxes and financial problems do not meet the definition of hardship.

5. Any abatement application involving less than $100.00 in tax will be considered, but consideration of the cost and time incurred for the processing of the applications will be factored into the decision making process and, absent exceptional circumstances, an abatement would not be approved.

6. Abatement requests not exceeding $2,500.00 in tax reduction for the current year may be handled administratively by the County Assessor and County Auditor/Treasurer without taking the matter to the County Board. If the request is for $10,000 or more in tax, penalty, and interest reduction, the County is required to provide notice of the request to the school board and the municipality.

7. Abatements for homestead where no homestead application has been properly signed, returned, and approved will be considered. Property owners will be required to file a homestead application and the proper abatement application. Also, the Applicant will be required to provide proof of occupancy at the homesteaded address for the assessment year in question. The County reserves the right to seek additional information regarding the Applicant's homestead status. Homestead abatements may be handled administratively by the County Assessor and County Auditor without taking the matter to the County Board.

8. Occasional Assessment Errors Do Occur: In the case of an assessment error, an abatement may be processed in order to restore uniformity between the subject property and other similar properties. A miscalculation of the value may be a result of the inability of the Assessor's Office to access the property at the time of the entry of the assessment and later having the opportunity to access the property. These abatements may only be granted for taxes payable in the current year.

9. A transcription error by the County is likely a clerical error and therefore, an abatement to correct the error is not limited to the current year. The discretion to grant this type of application for the two prior years is retained by the County Board pursuant to Minnesota Statutes, Section 375.192.

10. Local Option Disaster Abatements: In the case of a property that does not qualify for disaster reassessment, as approved by the Executive Council, (consisting of the governor, lieutenant governor, secretary of state, state auditor, and attorney general) Wright County will consider an abatement for the property tax due on the property for each full month that the property is not able to be occupied due to the damage that has occurred, if the requirements of Minnesota Statutes, Section 273.1233 are met. Disaster abatements may only be applied to taxes calculated based upon the structures located on a property.

This Abatement Policy revokes all prior policies, effective on the date of approval by the County Board. The Wright County Auditor/Treasurer has agreed to the delegation of certain powers, as detailed in Resolution No. 16-__.

The foregoing was approved by the Wright County Board of Commissioners on the ____ day of December, 2016.

Dated: December __, 2016

_____
Lee R. Kelly
Wright County Coordinator

Resolution Number 16-

RESOLUTION DELEGATING ABATEMENT POWERS TO COUNTY AUDITOR-TREASURER

WHEREAS, Minnesota Statutes, Section 375.192, Subd. 4 authorizes the County Board to delegate to the Auditor-Treasurer any authority, power or responsibility for the reduction or abatement of valuation or taxes assigned to the County Board under that same section of law; and

WHEREAS, The statute cited above requires the County Board to prescribe the conditions for any delegation, and, in the case of an elected Auditor-Treasurer, allows the delegation only if the Auditor-Treasurer concurs in the delegation; and

WHEREAS, The County Board, along with revising its Wright County Abatement Policy, wishes to delegate to the Auditor-Treasurer certain authority, as set out below; and

WHEREAS, The current Auditor-Treasurer, Robert J. Hiivala, concurs with the delegation as set out below, with the understanding that he will be working with the County Assessor to administer said authority with a fair and even hand;

NOW, THEREFORE, BE IT RESOLVED that, pursuant to Minnesota Statutes, Section 375.192, Subd. 4, the Wright County Board of Commissioners hereby delegates responsibility and authority for the following to the County Auditor-Treasurer:

1) Abatements of taxes, penalties and interest not exceeding $2,500.00 for the current year, for all classifications of property; and

2) Abatements for homestead properties where no homestead application has been properly signed, returned and approved, for the current year and the two prior years, provided that the criteria in the statute are met.

2007	29	Started Nov 8, 2007 with Auditor/Treasurer PIF form
2008	82	
2009	57	
2010	86	
2011	25	
2012	39	
2013	35	
2014	30	
2015	26	
2016	85	
10 Year Total	494	
Average	49.4	

Taxpayer's application for waiver of PIF created October of 2014

WRIGHT COUNTY CURRENT YEAR PENALTY WAIVER APPLICATION

Wright County Auditor/Treasurer's Office 10 South 2nd Street, Buffalo, MN 55313

763-682-7572/763-682-7584 – www.co.wright.mn.us

- U.S. Postmarks are considered final unless a written document from the U.S. Postmaster which includes details regarding a "late pick-up" from a specific box accompanies this document.
- Penalty will not be waived simply because taxpayer(s) failed to make timely payment.
- Penalty is waived ONLY in extreme circumstances.
- We recommend that you pay your tax and penalty to avoid additional penalty in the event that your application is denied. (See back of tax statement for penalty schedule.)
- Submit a copy of the document that supports your claim for waiver of penalty. Ex. Death Certificate; Military Certificate of Release or Discharge from Active Duty.
- The application will be reviewed and you will be notified of the decision within 45 days.
- If penalty is waived, a refund will be issued and/or applied to outstanding tax.

Property Owner(s)_____

Parcel Number_____

Name of individual requesting waiver_____

Address_____ _City/Zip Code_____

Phone Number(s) _____Email_____

Tax Due $_____Penalty Due $_____Has penalty been paid?_____

Penalty amount applicant requests to be waived $_____

Reason taxes have not been paid timely (explain fully and attach applicable supporting documents):

_____

_____

_____

_____

Are prior year taxes delinquent? _____Have taxes been paid late in the past? _____

Is property owned jointly? _____If yes, by whom (describe relationship to you)?_____

If joint owner exists, please explain why joint owner did not assist in timely payment:

_____

_____

Are you subscribed to the Wright County tax payment e-reminder?_____

Were you aware of the Wright County on-line payment feature?_____

☐ *I/we have read the statement below and affirm that the above information provided represents a true and full statement of all facts known to the applicant(s) relative to this matter.*

Signature_____Date_____

Joint Owner Signature (required if applicable)_____Date_____

NOTE: Minnesota Statutes 1988, Section 609.41, "whoever, in making any statement, oral or written, which is required or authorized by law to be made as a basis of imposing, reducing or abating any tax or assessment, intentionally makes any statement as to any material matter which the maker of the statement knows is false may be sentenced, unless otherwise provided by law, to imprisonment for not more than one year or to payment of a fine of not more than $3,000 of both."

WRIGHT COUNTY ABATEMENT POLICY

Abatements Are Discretionary - The power to abate is a discretionary authority given to each County. The law provides that the County Board may not act on most abatement applications unless that application has received the favorable approval of the County Assessor, and the County Auditor-Treasurer. If the request involves only an abatement of penalties and interest, the application needs only the approval of the County Auditor-Treasurer.

Taxpayers have available to them a number of methods to challenge assessments and valuations. They can use Minnesota Chapter 278 (Tax Court), appeal to the local boards of review and equalization, or seek to discuss the basis for the valuation directly with the County Assessor. Because there are other alternatives available, abatements should be used as a last resort to correct assessment errors and inequities when no other solution is possible. They are not for the purpose of reducing conflict and controversy.

1. Pursuant to Minnesota Statutes, Section 375.192, Subdivision 2:
   "…the County Board may consider and grant reductions or abatements on applications only as they relate to taxes payable in the current year and the two prior years; provided that reductions or abatements for the two prior years shall be considered or granted only for (i) clerical errors, or (ii) when the taxpayer fails to file for a reduction or an adjustment due to hardship, as determined by the county board".

2. Absent exceptional circumstances, it is the County's policy to only consider applications only as they relate to taxes payable in the current year. The request for the current year's abatement must articulate why the abatement is being requested. If there are circumstances that were beyond the control of the Applicant, those circumstances should be spelled out. The County reserves the right to seek additional information from the Applicant to substantiate the reason for the request.

3. Under exceptional circumstances, abatements will be considered for up to two prior years. The Applicant shall identify whether the basis for the request is for a clerical error or due to hardship. The Applicant, if claiming a hardship, shall detail the basis for the hardship that precluded them from addressing the issue of taxes during the prior year or years. Evidence of the hardship will need to be provided. The County reserves the right to seek additional information from the Applicant to substantiate the reason for the request.

4. Hardship Defined: Hardship is defined as a circumstance beyond the control or ability of the property owner to correct assessment errors or inequities and which were **not** appealed in the normal process of the Local Board of Appeal and Equalization, County Board of Appeal and Equalization or Tax Court.

   Examples of hardship include, but are not limited to: extreme or extended hospitalization, accident or illness, extended physical or mental incapacity of the taxpayer, death of the taxpayer, military service including deployments or being out of country, and other events and circumstances which may constitute excusable inaction on the part of the taxpayer.

   Inability to pay the taxes and financial problems do not meet the definition of hardship.

5. Any abatement application involving less than $100.00 in tax will be considered, but consideration of the cost and time incurred for the processing of the applications will be factored into the decision making process and, absent exceptional circumstances, an abatement would not be approved.

6. Abatement requests not exceeding $2,500.00 in tax reduction for the current year may be handled administratively by the County Assessor and County Auditor/Treasurer without taking the matter to the County Board. If the request is for $10,000 or more in tax, penalty, and interest reduction, the County is required to provide notice of the request to the school board and the municipality.

7. Abatements for homestead where no homestead application has been properly signed, returned, and approved will be considered. Property owners will be required to file a homestead application and the proper abatement application. Also, the Applicant will be required to provide proof of occupancy at the homesteaded address for the assessment year in question. The County reserves the right to seek additional information regarding the Applicant's homestead status. Homestead abatements may be handled administratively by the County Assessor and County Auditor without taking the matter to the County Board.

8. Occasional Assessment Errors Do Occur: In the case of an assessment error, an abatement may be processed in order to restore uniformity between the subject property and other similar properties. A miscalculation of the value may be a result of the inability of the Assessor's Office to access the property at the time of the entry of the assessment and later having the opportunity to access the property. These abatements may only be granted for taxes payable in the current year.

9. A transcription error by the County is likely a clerical error and therefore, an abatement to correct the error is not limited to the current year. The discretion to grant this type of application for the two prior years is retained by the County Board pursuant to Minnesota Statutes, Section 375.192.

10. Local Option Disaster Abatements: In the case of a property that does not qualify for disaster reassessment, as approved by the Executive Council, (consisting of the governor, lieutenant governor, secretary of state, state auditor, and attorney general) Wright County will consider an abatement for the property tax due on the property for each full month that the property is not able to be occupied due to the damage that has occurred, if the requirements of Minnesota Statutes, Section 273.1233 are met. Disaster abatements may only be applied to taxes calculated based upon the structures located on a property.

This Abatement Policy revokes all prior policies, effective on the date of approval by the County Board. The Wright County Auditor/Treasurer has agreed to the delegation of certain powers, as detailed in Resolution No. 17-__.

The foregoing was approved by the Wright County Board of Commissioners on the 24th day of January, 2017.

Dated: January 24, 2017

_____

Lee R. Kelly
Wright County Coordinator

BOARD OF COUNTY COMMISSIONERS
WRIGHT COUNTY, MINNESOTA

Date January 24, 2017 Resolution No. _____

Motion by Commissioner _____ Seconded by Commissioner _____

RESOLUTION

RESOLUTION DELEGATING ABATEMENT POWERS TO COUNTY AUDITOR-TREASURER

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2) Abatements for homestead properties where no homestead application has been properly signed, returned and approved, for the current year and the two prior years, provided that the criteria in the statute are met.

YES		NO	
HUSOM	_____	HUSOM	_____
VETSCH	_____	VETSCH	_____
DALEIDEN	_____	DALEIDEN	_____
POTTER	_____	POTTER	_____
BORRELL	_____	BORRELL	_____

STATE OF MINNESOTA)
ss.
County of Wright)

I, Lee Kelly, duly appointed and qualified County Coordinator of the County of Wright, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Wright County, Minnesota, at their session held on the 24th day of January, 2017, now on file in my office, and have found the same to be a true and correct copy thereof.

Witness my hand and official seal at Buffalo, Minnesota, this 24th day of January, 2017.

_____.
Lee Kelly, County Coordinator

Wright County
Request for Board Action

Req. Agenda Time: _____	Board Meeting Date: 01-24-17	Consent Agenda _____
Amt of Time Required: _____	Item for Consideration: X	

Sheriff's Office

Originating Department

Todd Hoffman

Digitally signed by Todd Hoffman
DN: cn=Todd Hoffman, o=Sheriff's Office, ou, email=todd.hoffman@co.wright.mn.us, c=US
Date: 2017.01.25 08:39:23 -06'00'

Requestor's Signature

BOARD ACTION REQUESTED:

Provide information on the Sheriff's Office "Safe Exchange" program.

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: Funding:
COMMENTS:		**COMMENTS:**

Wright County Sheriff's Office

Safe Exchange Program

With the increasing popularity of on-line sales, the Wright County Sheriff's Office is now offering a safe and secure area to complete these transactions. The Wright County Sheriff's Office, located at 3800 Braddock Ave. NE, Buffalo, Minnesota now has a designated area in the west (front) parking lot to meet and make the exchanges from popular on-line web sites such as Craig's List or Facebook. The Sheriff's Office parking lot is well-lit and covered by surveillance cameras 24 hours a day which makes it the perfect place to meet and make these exchanges. Signage has been placed in the parking lot designating the area as a Safe Exchange Zone.

While the overwhelming majority of users are trustworthy and well-intentioned, the Wright County Sheriff's Office reminds people to keep these basic safety precautions in mind while shopping on line and meeting someone for the first time:

Insist on meeting in a public place that is well-lit and covered by video surveillance.

Bring a friend or family member with you.

Always tell your friends and family where you are going and who you are meeting.

Avoid meeting at your home if at all possible and never invite anyone that you do not know into your home.

Take your cell phone with you.

Trust your instincts.

For more information about personal safety online, check out these resources:

http://staysafeonline.org

https://www.consumer.ftc.gov/features/feature-0038-onguardonline

The Wright County Sheriff's Office also invites blended families to utilize the Safe Exchange Zone for child custody arrangements.

For more information, contact Cpt. Sean Deringer at (763)682-7619.

Safe Exchange Zone

Child Custody Arrangements

E-Commerce Exchange

24 Hour Video Surveillance

Wright County Sheriff's Office

Safe Exchange
Zone
Child Custody Arrangements
E-Commerce Exchange
24 Hour Video Surveillance
Wright County Sheriff's Office

Wright County
Request for Board Action

Req. Agenda Time: _____	Board Meeting Date: 01-24-17	Consent Agenda _____
Amt of Time Required: _____	Item for Consideration: X	

Sheriff's Office Originating Department	**BOARD ACTION REQUESTED:** Provide information on a donation from a local business to the Sheriff's Office.
Requestor's Signature	
Reviewed by/date	

BACKGROUND/JUSTIFICATION:
UMC Inc of Monticello, a precision manufacturing company, provided the Wright County Sheriff's Office with a $20,000 donation towards the acquistion of a Unmanned Arial Vehicle. The UAV will be used primarily for Search and Rescue operations.

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:**

INNOVATORS TRANSFORMING MANUFACTURING

Wright County Sheriff's Office
3800 Braddock Avenue NE
Buffalo, MN 55313

To Whom It May Concern:

Please accept the enclosed contribution in support of your purchase of a drone.

As a member of the Wright County community, UMC strives to do our part to make this a great place to live and work. Every year we earmark a portion of our profits to support those organizations that are doing good work for the community. This year we have chosen the Wright County Sheriff's Office as one of the recipients.

We are grateful for the service you provide. We appreciate this opportunity to contribute to your mission of improving the quality of life for the people of Wright County.

Please don't hesitate to contact us if we can help in any other way.

Thank you.

Dick Salonek
Chief Financial Officer
UMC, Inc.

*** WRIGHT COUNTY ***

INTEGRATED FINANCIAL SYSTEMS

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

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

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		0.03	763 682 3995 596			TELEPHONE
				01/04/2017	01/04/2017		
	01-005-000-0000-6203		0.35	612 E60 0138 401			TELEPHONE
				01/04/2017	01/04/2017		
	01-005-000-0000-6203		0.20	763 682 3700 402			TELEPHONE
				01/04/2017	01/04/2017		
	01-005-000-0000-6203		0.73	612 E60 0050 860			TELEPHONE
				01/04/2017	01/04/2017		
	01-005-000-0000-6203		2.07	763 682 3900 431			TELEPHONE
				01/04/2017	01/04/2017		
2609	**CENTURYLINK**		**3.38**		**5** Transactions		
2618	**CENTURYLINK**						
	01-005-000-0000-6203		1.39	63276699		1398083131	TELEPHONE
				01/03/2017	01/03/2017		
2618	**CENTURYLINK**		**1.39**		**1** Transactions		
1344	**MARCO**						
	01-005-000-0000-6301	AP	3.28	CONTRACT OVERAGE CHARGE		3953836	REPAIRS & MAINTENANCE
				07/01/2016	12/31/2016		
1344	**MARCO**		**3.28**		**1** Transactions		
5	**DEPT Total:**		**8.05**	**COUNTY BOARD**		**3 Vendors**	**7 Transactions**
13	DEPT			COURT ADMINISTRATOR			
10754	**CENTRAL MN MENTAL HEALTH CENTER IN**						
	01-013-000-0000-6261	AP	820.00	PSYCHOSEX EVALUATION		CR163076	PROFESSIONAL SERVICES
				10/11/2016	10/11/2016		
10754	**CENTRAL MN MENTAL HEALTH CENTER IN**		**820.00**		**1** Transactions		
2609	**CENTURYLINK**						
	01-013-000-0000-6203		2.02	763 682 3995 596			TELEPHONE
				01/04/2017	01/04/2017		
	01-013-000-0000-6203		10.36	763 682 3700 402			TELEPHONE
				01/04/2017	01/04/2017		
	01-013-000-0000-6203		35.78	612 E60 0050 860			TELEPHONE
				01/04/2017	01/04/2017		

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name
	01-013-000-0000-6203		17.36	612 E60 0138 401 01/04/2017 01/04/2017		TELEPHONE
	01-013-000-0000-6203		101.23	763 682 3900 431 01/04/2017 01/04/2017		TELEPHONE
2609	**CENTURYLINK**		**166.75**	**5** Transactions		
2618	**CENTURYLINK**					
	01-013-000-0000-6203		66.30	63276699 01/03/2017 01/03/2017	1398083131	TELEPHONE
2618	**CENTURYLINK**		**66.30**	**1** Transactions		
1203	**GABRIEL/CATHLEEN**					
	01-013-000-0000-6270		100.00	F5 99 002287 APPEARANCE 01/12/2017 01/12/2017		COURT APPOINTED COUNSEL
	01-013-000-0000-6270		100.00	FA 07 4286 APPEARANCE 01/05/2017 01/05/2017		COURT APPOINTED COUNSEL
	01-013-000-0000-6270		100.00	F5 99 002287 APPEARANCE 01/13/2017 01/13/2017		COURT APPOINTED COUNSEL
	01-013-000-0000-6270		100.00	FA 11 5642 APPEARANCE 01/05/2017 01/05/2017		COURT APPOINTED COUNSEL
	01-013-000-0000-6270		100.00	FA 07 4286 APPEARANCE 01/05/2017 01/05/2017		COURT APPOINTED COUNSEL
1203	**GABRIEL/CATHLEEN**		**500.00**	**5** Transactions		
3629	**MARTIN & WAGNER, P.A.**					
	01-013-000-0000-6270	AP	100.00	F3 04 050483 APPEARANCE 12/13/2016 12/13/2016		COURT APPOINTED COUNSEL
	01-013-000-0000-6270	AP	100.00	PR 08 5451 APPEARANCE 12/12/2016 12/12/2016		COURT APPOINTED COUNSEL
3629	**MARTIN & WAGNER, P.A.**		**200.00**	**2** Transactions		
2513	**PURICK/RYAN**					
	01-013-000-0000-6270		100.00	FA 09 896 APPEARANCE 01/05/2017 01/05/2017		COURT APPOINTED COUNSEL
	01-013-000-0000-6270		100.00	FA 15 855 APPEARANCE 01/05/2017 01/05/2017		COURT APPOINTED COUNSEL
	01-013-000-0000-6270		100.00	FA 07 10006 APPEARANCE 01/05/2017 01/05/2017		COURT APPOINTED COUNSEL

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name
2513	**PURICK/RYAN**		**300.00**	**3** Transactions		
13	**DEPT Total:**		**2,053.05**	**COURT ADMINISTRATOR**	**6 Vendors**	**17 Transactions**
25	DEPT			COURT SERVICES		
2609	**CENTURYLINK**					
	01-025-000-0000-6203		17.78	763 682 3700 402		TELEPHONE
				01/04/2017 01/04/2017		
	01-025-000-0000-6203		173.64	763 682 3900 431		TELEPHONE
				01/04/2017 01/04/2017		
	01-025-000-0000-6203		61.37	612 E60 0050 860		TELEPHONE
				01/04/2017 01/04/2017		
	01-025-000-0000-6203		29.77	612 E60 0138 401		TELEPHONE
				01/04/2017 01/04/2017		
	01-025-000-0000-6203		3.46	763 682 3995 596		TELEPHONE
				01/04/2017 01/04/2017		
2609	**CENTURYLINK**		**286.02**	**5** Transactions		
2618	**CENTURYLINK**					
	01-025-000-0000-6203		113.73	63276699	1398083131	TELEPHONE
				01/03/2017 01/03/2017		
2618	**CENTURYLINK**		**113.73**	**1** Transactions		
17629	**DOMINOS PIZZA BUFFALO**					
	01-025-000-0000-6261		46.69	TEEN COURT JURY MEALS		PROFESSIONAL SERVICES
				01/09/2017 01/09/2017		
17629	**DOMINOS PIZZA BUFFALO**		**46.69**	**1** Transactions		
3283	**EVANS/KAREN**					
	01-025-000-0000-6331	AP	386.50	773 MILES		TRAVEL
				11/14/2016 12/29/2016		
3283	**EVANS/KAREN**		**386.50**	**1** Transactions		
33159	**INDIANHEAD SPECIALTY CO INC**					
	01-025-000-0000-6411		21.80	OFFICE SUPPLIES NAME PLATE X2	377661	OPERATING SUPPLIES
				01/04/2017 01/04/2017		
	01-025-000-0000-6411		3.95	FREIGHT CHARGES	377661	OPERATING SUPPLIES
				01/04/2017 01/04/2017		
	01-025-000-0000-6411		21.80	OFFICE SUPPLIES NAME PLATE X2	377662	OPERATING SUPPLIES

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name
				01/04/2017 01/04/2017		
	01-025-000-0000-6411		3.95	FREIGHT CHARGES	377662	OPERATING SUPPLIES
				01/04/2017 01/04/2017		
33159	**INDIANHEAD SPECIALTY CO INC**		**51.50**	**4** Transactions		
1344	**MARCO**					
	01-025-000-0000-6301	AP	96.48	CONTRACT OVERAGE CHARGE	3953836	REPAIRS & MAINTENANCE
				07/01/2016 12/31/2016		
1344	**MARCO**		**96.48**	**1** Transactions		
25	**DEPT Total:**		**980.92**	**COURT SERVICES**	**6 Vendors**	**13 Transactions**
31	DEPT			COUNTY COORDINATOR		
2609	**CENTURYLINK**					
	01-031-000-0000-6203		5.33	612 E60 0138 401		TELEPHONE
				01/04/2017 01/04/2017		
	01-031-000-0000-6203		10.99	612 E60 0050 860		TELEPHONE
				01/04/2017 01/04/2017		
	01-031-000-0000-6203		3.18	763 682 3700 402		TELEPHONE
				01/04/2017 01/04/2017		
	01-031-000-0000-6203		0.62	763 682 3995 596		TELEPHONE
				01/04/2017 01/04/2017		
	01-031-000-0000-6203		31.09	763 682 3900 431		TELEPHONE
				01/04/2017 01/04/2017		
2609	**CENTURYLINK**		**51.21**	**5** Transactions		
2618	**CENTURYLINK**					
	01-031-000-0000-6203		20.36	63276699	1398083131	TELEPHONE
				01/03/2017 01/03/2017		
2618	**CENTURYLINK**		**20.36**	**1** Transactions		
3422	**DAHL/TIM**					
	01-031-000-0000-6804		750.00	2017 TUITION REIMBURSEMENT		STAFF TRAINING
				01/11/2017 01/11/2017		
3422	**DAHL/TIM**		**750.00**	**1** Transactions		
19621	**ECM PUBLISHERS INC**					
	01-031-000-0000-6235		38.00	SUBSCRIPTION RENEW ADMIN	7795	PUBLICATIONS & BROCHURES
				01/01/2017 01/01/2017		

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name
19621	**ECM PUBLISHERS INC**		**38.00**	**1** Transactions		
1344	**MARCO**					
	01-031-000-0000-6301	AP	16.36	CONTRACT OVERAGE CHARGE 07/01/2016 12/31/2016	3953836	REPAIRS & MAINTENANCE
1344	**MARCO**		**16.36**	**1** Transactions		
31	**DEPT Total:**		**875.93**	**COUNTY COORDINATOR**	**5 Vendors**	**9 Transactions**
41	DEPT			COUNTY AUDITOR-TREASURER		
2609	**CENTURYLINK**					
	01-041-000-0000-6203		6.97	763 682 3700 402 01/04/2017 01/04/2017		TELEPHONE
	01-041-000-0000-6203		68.05	763 682 3900 431 01/04/2017 01/04/2017		TELEPHONE
	01-041-000-0000-6203		24.05	612 E60 0050 860 01/04/2017 01/04/2017		TELEPHONE
	01-041-000-0000-6203		11.67	612 E60 0138 401 01/04/2017 01/04/2017		TELEPHONE
	01-041-000-0000-6203		1.35	763 682 3995 596 01/04/2017 01/04/2017		TELEPHONE
2609	**CENTURYLINK**		**112.09**	**5** Transactions		
2618	**CENTURYLINK**					
	01-041-000-0000-6203		44.57	63276699 01/03/2017 01/03/2017	1398083131	TELEPHONE
2618	**CENTURYLINK**		**44.57**	**1** Transactions		
1344	**MARCO**					
	01-041-000-0000-6301	AP	37.79	CONTRACT OVERAGE CHARGE 07/01/2016 12/31/2016	3953836	REPAIRS & MAINTENANCE
1344	**MARCO**		**37.79**	**1** Transactions		
3921	**OFFICE DEPOT**					
	01-041-000-0000-6411		94.47	SUPPLIES 893381718001 01/10/2017 01/10/2017		OPERATING SUPPLIES
3921	**OFFICE DEPOT**		**94.47**	**1** Transactions		

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates		Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name
41	**DEPT Total:**		**288.92**	**COUNTY AUDITOR-TREASURER**		**4 Vendors**	**8 Transactions**
63	DEPT			IT (INFORMATIONAL TECHNOLOGY)			
5721	**CDW GOVERNMENT INC**						
	01-063-000-0000-6411		6.93	HDMI ADAPTER		GLW7137	OPERATING SUPPLIES
				01/06/2017	01/06/2017		
5721	**CDW GOVERNMENT INC**		**6.93**		**1** Transactions		
2609	**CENTURYLINK**						
	01-063-000-0000-6203		27.49	763 682 3900 431			TELEPHONE
				01/04/2017	01/04/2017		
	01-063-000-0000-6203		2.81	763 682 3700 402			TELEPHONE
				01/04/2017	01/04/2017		
	01-063-000-0000-6203		0.55	763 682 3995 596			TELEPHONE
				01/04/2017	01/04/2017		
	01-063-000-0000-6203		9.71	612 E60 0050 860			TELEPHONE
				01/04/2017	01/04/2017		
	01-063-000-0000-6203		4.71	612 E60 0138 401			TELEPHONE
				01/04/2017	01/04/2017		
2609	**CENTURYLINK**		**45.27**		**5** Transactions		
2618	**CENTURYLINK**						
	01-063-000-0000-6203		18.00	63276699		1398083131	TELEPHONE
				01/03/2017	01/03/2017		
2618	**CENTURYLINK**		**18.00**		**1** Transactions		
5486	**MARCO**						
	01-063-000-0000-6343		217.00	01/10/2017-02/10/2017		322116138	MACHINERY OR EQUIPMENT LEASES
				01/10/2017	02/10/2017		
5486	**MARCO**		**217.00**		**1** Transactions		
6915	**OFFICE OF MN IT SERVICES**						
	01-063-000-0000-6260	AP	2,100.00	NETWORK CHARGES/INTERNET		DV16120495	SOFTWARE OR SYSTEMS SUPPORT
				12/01/2016	12/01/2016		
6915	**OFFICE OF MN IT SERVICES**		**2,100.00**		**1** Transactions		
63	**DEPT Total:**		**2,387.20**	**IT (INFORMATIONAL TECHNOLOGY)**		**5 Vendors**	**9 Transactions**

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name
71	DEPT			ELECTIONS		
3442	**SCHMIDT/JACKIE**					
	01-071-000-0000-6331		51.00	102 MILES		TRAVEL
				01/05/2017 01/05/2017		
3442	**SCHMIDT/JACKIE**		**51.00**	**1** Transactions		
71	**DEPT Total:**		**51.00**	**ELECTIONS**	**1 Vendors**	**1 Transactions**
91	DEPT			COUNTY ATTORNEY		
2609	**CENTURYLINK**					
	01-091-000-0000-6203		9.41	763 682 3700 402		TELEPHONE
				01/04/2017 01/04/2017		
	01-091-000-0000-6203		1.83	763 682 3995 596		TELEPHONE
				01/04/2017 01/04/2017		
	01-091-000-0000-6203		32.49	612 E60 0050 860		TELEPHONE
				01/04/2017 01/04/2017		
	01-091-000-0000-6203		91.94	763 682 3900 431		TELEPHONE
				01/04/2017 01/04/2017		
	01-091-000-0000-6203		15.76	612 E60 0138 401		TELEPHONE
				01/04/2017 01/04/2017		
2609	**CENTURYLINK**		**151.43**	**5** Transactions		
2618	**CENTURYLINK**					
	01-091-000-0000-6203		60.22	63276699	1398083131	TELEPHONE
				01/03/2017 01/03/2017		
2618	**CENTURYLINK**		**60.22**	**1** Transactions		
3662	**JENSEN/PATRICIA**					
	01-091-000-0000-6261	AP	30.00	TRANSCRIPT STATE V STEWART		PROFESSIONAL SERVICES
				11/22/2016 11/22/2016		
3662	**JENSEN/PATRICIA**		**30.00**	**1** Transactions		
999999997	**JOHNSON/JOSEPH**					
	01-091-000-0000-6809		44.85	WITNESS FEES STATE V JOHNSON		WITNESS FEES
				01/17/2017 01/17/2017		
999999997	**JOHNSON/JOSEPH**		**44.85**	**1** Transactions		
999999997	**JOHNSON/KATHRYN**					
	01-091-000-0000-6809		27.58	WITNESS FEES		WITNESS FEES

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name
				01/17/2017 01/17/2017		
999999997	**JOHNSON/KATHRYN**		**27.58**	**1** Transactions		
1344	**MARCO**					
	01-091-000-0000-6301	AP	231.88	CONTRACT OVERAGE CHARGE	3953836	REPAIRS & MAINTENANCE
				07/01/2016 12/31/2016		
1344	**MARCO**		**231.88**	**1** Transactions		
3921	**OFFICE DEPOT**					
	01-091-000-0000-6411		97.80	SUPPLIES 890783130001		OPERATING SUPPLIES
				01/10/2017 01/10/2017		
	01-091-000-0000-6411		83.98	SUPPLIES 892947820001		OPERATING SUPPLIES
				01/09/2017 01/09/2017		
	01-091-000-0000-6411		61.33	SUPPLIES 892865793001		OPERATING SUPPLIES
				01/07/2017 01/07/2017		
	01-091-000-0000-6411		12.72	SUPPLIES 892866005001		OPERATING SUPPLIES
				01/09/2017 01/09/2017		
3921	**OFFICE DEPOT**		**255.83**	**4** Transactions		
6641	**THOMSON REUTERS WEST PUBLISHING C**					
	01-091-000-0000-6385	AP	1,074.54	DECEMBER BILLING	835352074	DATA PROCESSING
				12/01/2016 12/31/2016		
	01-091-000-0000-6235	AP	864.10	PUBLICATION UPDATES	835439684	PUBLICATIONS & BROCHURES
				12/05/2016 01/04/2017		
6641	**THOMSON REUTERS WEST PUBLISHING C**		**1,938.64**	**2** Transactions		
91	**DEPT Total:**		**2,740.43**	**COUNTY ATTORNEY**	**8 Vendors**	**16 Transactions**
100	DEPT			OTHER GENERAL GOVERNMENT		
1709	**ALLINA HOSPITALS & CLINICS**					
	01-100-000-0000-6261	AP	75.00	PRE PLACEMENT SCREEN	I410001013	PROFESSIONAL SERVICES
				12/23/2016 12/23/2016		
1709	**ALLINA HOSPITALS & CLINICS**		**75.00**	**1** Transactions		
2609	**CENTURYLINK**					
	01-100-000-0000-6858		31.90-	763 682 6178 B001431 CREDIT		FAX MACHINE
				01/04/2017 01/04/2017		
2609	**CENTURYLINK**		**31.90-**	**1** Transactions		

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name
2288	**I 94 WEST CORRIDOR COALITION**					
	01-100-000-0000-6261		10,000.00	2017 INVESTMENT MEMBERSHIP 01/01/2017 01/01/2017		PROFESSIONAL SERVICES
2288	**I 94 WEST CORRIDOR COALITION**		**10,000.00**	**1** Transactions		
3588	**NEOPOST USA INC**					
	01-100-000-0000-6205		809.84	INK/LABELS 01/10/2017 01/10/2017	15029869	POSTAGE
3588	**NEOPOST USA INC**		**809.84**	**1** Transactions		
3817	**RUPP,ANDERSON,SQUIRES,WALDSPURGE**					
	01-100-000-0000-6261		909.54	LITIGATION STATE AUDITOR 01/09/2017 01/09/2017	5107	PROFESSIONAL SERVICES
3817	**RUPP,ANDERSON,SQUIRES,WALDSPURGE**		**909.54**	**1** Transactions		
1535	**WRIGHT HENNEPIN ELECTRIC**					
	01-100-000-0000-6305	AP	329.78	150 1684 6962 12/06/2016 01/06/2017		800MHZ MAINTENANCE EXPENSE
	01-100-000-0000-6305	AP	311.75	150 1684 6963 12/06/2016 01/06/2017		800MHZ MAINTENANCE EXPENSE
1535	**WRIGHT HENNEPIN ELECTRIC**		**641.53**	**2** Transactions		
100	**DEPT Total:**		**12,404.01**	**OTHER GENERAL GOVERNMENT**	**6 Vendors**	**7 Transactions**
101	DEPT			COUNTY RECORDER		
2609	**CENTURYLINK**					
	01-101-000-0000-6203		0.39	763 682 3700 402 01/04/2017 01/04/2017		TELEPHONE
	01-101-000-0000-6203		1.34	612 E60 0050 860 01/04/2017 01/04/2017		TELEPHONE
	01-101-000-0000-6203		3.79	763 682 3900 431 01/04/2017 01/04/2017		TELEPHONE
	01-101-000-0000-6203		0.08	763 682 3995 596 01/04/2017 01/04/2017		TELEPHONE
	01-101-000-0000-6203		0.65	612 E60 0138 401 01/04/2017 01/04/2017		TELEPHONE
2609	**CENTURYLINK**		**6.25**	**5** Transactions		
2618	**CENTURYLINK**					

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates		Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name
	01-101-000-0000-6203		2.48	63276699		1398083131	TELEPHONE
				01/03/2017	01/03/2017		
2618	**CENTURYLINK**		**2.48**		**1** Transactions		
101	**DEPT Total:**		**8.73**	**COUNTY RECORDER**		**2 Vendors**	**6 Transactions**
103	DEPT			SURVEYOR			
2609	**CENTURYLINK**						
	01-103-000-0000-6203		0.49	763 682 3700 402			TELEPHONE
				01/04/2017	01/04/2017		
	01-103-000-0000-6203		1.68	612 E60 0050 860			TELEPHONE
				01/04/2017	01/04/2017		
	01-103-000-0000-6203		4.74	763 682 3900 431			TELEPHONE
				01/04/2017	01/04/2017		
	01-103-000-0000-6203		0.81	612 E60 0138 401			TELEPHONE
				01/04/2017	01/04/2017		
	01-103-000-0000-6203		0.09	763 682 3995 596			TELEPHONE
				01/04/2017	01/04/2017		
2609	**CENTURYLINK**		**7.81**		**5** Transactions		
2618	**CENTURYLINK**						
	01-103-000-0000-6203		3.10	63276699		1398083131	TELEPHONE
				01/03/2017	01/03/2017		
2618	**CENTURYLINK**		**3.10**		**1** Transactions		
103	**DEPT Total:**		**10.91**	**SURVEYOR**		**2 Vendors**	**6 Transactions**
105	DEPT			ASSESSOR			
2609	**CENTURYLINK**						
	01-105-000-0000-6203		4.89	763 682 3700 402			TELEPHONE
				01/04/2017	01/04/2017		
	01-105-000-0000-6203		16.88	612 E60 0050 860			TELEPHONE
				01/04/2017	01/04/2017		
	01-105-000-0000-6203		8.19	612 E60 0138 401			TELEPHONE
				01/04/2017	01/04/2017		
	01-105-000-0000-6203		0.95	763 682 3995 596			TELEPHONE
				01/04/2017	01/04/2017		
	01-105-000-0000-6203		47.77	763 682 3900 431			TELEPHONE

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name
				01/04/2017 01/04/2017		
2609	**CENTURYLINK**		**78.68**	**5** Transactions		
2618	**CENTURYLINK**					
	01-105-000-0000-6203		31.29	63276699	1398083131	TELEPHONE
				01/03/2017 01/03/2017		
2618	**CENTURYLINK**		**31.29**	**1** Transactions		
1264	**DELL MARKETING LP**					
	01-105-000-0000-6620	AP	1,827.92	DESKTOPS X2		COMPUTER OR SOFTWARE PURCHASES
				10/12/2016 10/12/2016		
	01-105-000-0000-6620	AP	67.63	SERVICE CHARGE		COMPUTER OR SOFTWARE PURCHASES
				10/12/2016 10/12/2016		
	01-105-000-0000-6620	AP	159.66	SERVICE CHARGE		COMPUTER OR SOFTWARE PURCHASES
				09/26/2016 09/26/2016		
	01-105-000-0000-6620	AP	3,548.07	LAPTOPS X3		COMPUTER OR SOFTWARE PURCHASES
				09/26/2016 09/26/2016		
1264	**DELL MARKETING LP**		**5,603.28**	**4** Transactions		
198	**ENGEL/DALE L**					
	01-105-000-0000-6261		862.50	PROFESSIONAL SERVICES		PROFESSIONAL SERVICES
				01/06/2017 01/13/2017		
198	**ENGEL/DALE L**		**862.50**	**1** Transactions		
1344	**MARCO**					
	01-105-000-0000-6301	AP	134.42	CONTRACT OVERAGE CHARGE	3953836	REPAIRS & MAINTENANCE
				07/01/2016 12/31/2016		
1344	**MARCO**		**134.42**	**1** Transactions		
3921	**OFFICE DEPOT**					
	01-105-000-0000-6411		102.02	SUPPLIES 893613378001		OPERATING SUPPLIES
				01/11/2017 01/11/2017		
3921	**OFFICE DEPOT**		**102.02**	**1** Transactions		
54030	**PRECISION PRINTS OF WRIGHT CO**					
	01-105-000-0000-6411		126.00	OPERATING SUPPLIES	244917	OPERATING SUPPLIES
				01/11/2017 01/11/2017		
54030	**PRECISION PRINTS OF WRIGHT CO**		**126.00**	**1** Transactions		

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates		Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name
1425	**SHI INTERNATIONAL CORP**						
	01-105-000-0000-6620	AP	13.86	SERVICE CHARGE			COMPUTER OR SOFTWARE PURCHASES
				11/07/2016	11/07/2016		
	01-105-000-0000-6620	AP	660.00	ACROBAT PRO X2			COMPUTER OR SOFTWARE PURCHASES
				11/07/2016	11/07/2016		
1425	**SHI INTERNATIONAL CORP**		**673.86**		**2** Transactions		
1192	**TOTAL PRINTING**						
	01-105-000-0000-6411		544.50	OPERATING SUPPLIES			OPERATING SUPPLIES
				01/11/2017	01/11/2017		
1192	**TOTAL PRINTING**		**544.50**		**1** Transactions		
105	**DEPT Total:**		**8,156.55**	**ASSESSOR**		**9 Vendors**	**17 Transactions**
107	DEPT			PLANNING AND ZONING			
2609	**CENTURYLINK**						
	01-107-000-0000-6203		1.09	763 682 3995 596			TELEPHONE
				01/04/2017	01/04/2017		
	01-107-000-0000-6203		9.36	612 E60 0138 401			TELEPHONE
				01/04/2017	01/04/2017		
	01-107-000-0000-6203		5.59	763 682 3700 402			TELEPHONE
				01/04/2017	01/04/2017		
	01-107-000-0000-6203		54.59	763 682 3900 431			TELEPHONE
				01/04/2017	01/04/2017		
	01-107-000-0000-6203		19.30	612 E60 0050 860			TELEPHONE
				01/04/2017	01/04/2017		
2609	**CENTURYLINK**		**89.93**		**5** Transactions		
2618	**CENTURYLINK**						
	01-107-000-0000-6203		35.76	63276699		1398083131	TELEPHONE
				01/03/2017	01/03/2017		
2618	**CENTURYLINK**		**35.76**		**1** Transactions		
1344	**MARCO**						
	01-107-000-0000-6301	AP	3.83	CONTRACT OVERAGE CHARGE		3953836	REPAIRS & MAINTENANCE
				07/01/2016	12/31/2016		
1344	**MARCO**		**3.83**		**1** Transactions		
3921	**OFFICE DEPOT**						

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name
	01-107-000-0000-6411		50.66	SUPPLIES 892184677001		OPERATING SUPPLIES
				01/05/2017 01/05/2017		
3921	**OFFICE DEPOT**		**50.66**	**1** Transactions		
107	**DEPT Total:**		**180.18**	**PLANNING AND ZONING**	**4 Vendors**	**8 Transactions**
111	DEPT			BUILDING CARE		
6800	**EATON CORPORATION**					
	01-111-000-0000-6301	AP	3,172.97	BATTERY BACK UP PACKS GC	123116	REPAIRS & MAINTENANCE
				12/31/2016 12/31/2016		
6800	**EATON CORPORATION**		**3,172.97**	**1** Transactions		
1344	**MARCO**					
	01-111-000-0000-6301	AP	1.63	CONTRACT OVERAGE CHARGE	3953836	REPAIRS & MAINTENANCE
				07/01/2016 12/31/2016		
1344	**MARCO**		**1.63**	**1** Transactions		
111	**DEPT Total:**		**3,174.60**	**BUILDING CARE**	**2 Vendors**	**2 Transactions**
121	DEPT			VETERANS SERVICE		
2609	**CENTURYLINK**					
	01-121-000-0000-6203		0.20	763 682 3995 596		TELEPHONE
				01/04/2017 01/04/2017		
	01-121-000-0000-6203		3.55	612 E60 0050 860		TELEPHONE
				01/04/2017 01/04/2017		
	01-121-000-0000-6203		10.05	763 682 3900 431		TELEPHONE
				01/04/2017 01/04/2017		
	01-121-000-0000-6203		1.72	612 E60 0138 401		TELEPHONE
				01/04/2017 01/04/2017		
	01-121-000-0000-6203		1.03	763 682 3700 402		TELEPHONE
				01/04/2017 01/04/2017		
2609	**CENTURYLINK**		**16.55**	**5** Transactions		
2618	**CENTURYLINK**					
	01-121-000-0000-6203		6.58	63276699	1398083131	TELEPHONE
				01/03/2017 01/03/2017		
2618	**CENTURYLINK**		**6.58**	**1** Transactions		

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name
1344	**MARCO**					
	01-121-000-0000-6301	AP	83.98	CONTRACT OVERAGE CHARGE 07/01/2016 12/31/2016	3953836	REPAIRS & MAINTENANCE
1344	**MARCO**		**83.98**	**1** Transactions		
121	**DEPT Total:**		**107.11**	**VETERANS SERVICE**	**3 Vendors**	**7 Transactions**
201	DEPT			SHERIFF		
2686	**ANDERSON/DAVID J**					
	01-201-000-0000-6411		26.71	REIMBURSE CELL PHONE CASE 01/13/2017 01/13/2017		OPERATING SUPPLIES
2686	**ANDERSON/DAVID J**		**26.71**	**1** Transactions		
5721	**CDW GOVERNMENT INC**					
	01-201-000-0000-6411		96.48	ADAPTERS FOR SQUADS 01/05/2017 01/05/2017	GLN4775	OPERATING SUPPLIES
	01-201-000-0000-6411		460.80	USB IRONKEY 8GB REPLACE #49289 01/12/2017 01/12/2017	GNF1335	OPERATING SUPPLIES
5721	**CDW GOVERNMENT INC**		**557.28**	**2** Transactions		
631	**CENTRAL FIRE PROTECTION**					
	01-201-000-0000-6301		164.75	FIRE EXTINGUISHER MAINT 01/10/2017 01/10/2017	36319	REPAIRS & MAINTENANCE
631	**CENTRAL FIRE PROTECTION**		**164.75**	**1** Transactions		
2609	**CENTURYLINK**					
	01-201-000-0000-6203		4.71	763 682 3995 596 01/04/2017 01/04/2017		TELEPHONE
	01-201-000-0000-6203		83.55	612 E60 0050 860 01/04/2017 01/04/2017		TELEPHONE
	01-201-000-0000-6203		236.39	763 682 3900 431 01/04/2017 01/04/2017		TELEPHONE
	01-201-000-0000-6203		40.53	612 E60 0138 401 01/04/2017 01/04/2017		TELEPHONE
	01-201-000-0000-6203		24.20	763 682 3700 402 01/04/2017 01/04/2017		TELEPHONE
	01-201-000-0000-6301		396.00	612 E60 0024 457 01/01/2017 01/31/2017	1/1/17	REPAIRS & MAINTENANCE
	01-201-000-0000-6301		66.00	612 E60 0047 389	1/1/17	REPAIRS & MAINTENANCE

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name
				01/01/2017 01/31/2017		
	01-201-000-0000-6301		70.54	612 B60 0057 390	1/1/17	REPAIRS & MAINTENANCE
				01/01/2017 01/31/2017		
2609	**CENTURYLINK**		**921.92**	**8** Transactions		
2618	**CENTURYLINK**					
	01-201-000-0000-6203		154.83	63276699	1398083131	TELEPHONE
				01/03/2017 01/03/2017		
2618	**CENTURYLINK**		**154.83**	**1** Transactions		
4328	**CXTEC**					
	01-201-000-0000-6621	AP	74.53	PHONE CHARGING STAND	6860326	FURNITURE & EQUIPMENT
				12/30/2016 12/30/2016		
4328	**CXTEC**		**74.53**	**1** Transactions		
1264	**DELL MARKETING LP**					
	01-201-000-0000-6620	AP	40.79	EXTERNAL USB DVD DRIVE N LEE	10137309716	COMPUTER OR SOFTWARE PURCHASES
				12/26/2016 12/26/2016		
	01-201-000-0000-6620	AP	1,186.12	LATITUDE E5570 LAPTOP N LEE	10137309716	COMPUTER OR SOFTWARE PURCHASES
				12/26/2016 12/26/2016		
1264	**DELL MARKETING LP**		**1,226.91**	**2** Transactions		
3064	**EMERGENCY AUTOMOTIVE TECH INC**					
	01-201-000-0000-6620		12,422.57	DOCKING STATIONS TOUGHBOOKS	AW0103174	COMPUTER OR SOFTWARE PURCHASES
				01/17/2017 01/17/2017		
3064	**EMERGENCY AUTOMOTIVE TECH INC**		**12,422.57**	**1** Transactions		
3600	**FASHANT/ANDREW**					
	01-201-000-0000-6411		11.35	REIMBURSE CELL PHONE CASE		OPERATING SUPPLIES
				01/04/2017 01/04/2017		
3600	**FASHANT/ANDREW**		**11.35**	**1** Transactions		
4634	**FASTENAL COMPANY**					
	01-201-000-0000-6413	AP	5.26	SNOWMOBILE TRACK SCREWS	MNBUF66979	SNOWMOBILE EQUIP/SUPPLIES
				12/29/2016 12/29/2016		
4634	**FASTENAL COMPANY**		**5.26**	**1** Transactions		
6527	**FERGUSON/RYAN**					
	01-201-000-0000-6411		15.95	REIMBURSE CELL PHONE CASE		OPERATING SUPPLIES

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name
				01/12/2017 01/12/2017		
6527	**FERGUSON/RYAN**		**15.95**	**1** Transactions		
3618	**GRABAR VOICE AND DATA INC**					
	01-201-000-0000-6260		16,214.00	DRAGON DICTATION SOFT MAINT	11077	SOFTWARE OR SYSTEMS SUPPORT
				02/18/2017 02/18/2018		
3618	**GRABAR VOICE AND DATA INC**		**16,214.00**	**1** Transactions		
4817	**HERALD JOURNAL PUBLISHING INC**					
	01-201-000-0000-6261	AP	1.11	UNCLAIMED ITEMS NOTICE	12/5/16	PROFESSIONAL SERVICES
				12/31/2016 12/31/2016		
4817	**HERALD JOURNAL PUBLISHING INC**		**1.11**	**1** Transactions		
3852	**JACK'S OF COKATO INC**					
	01-201-000-0000-6452	AP	45.80	CAR WASHES DEC 2016	12/31/16	VEHICLE MAINTENANCE
				12/08/2016 12/30/2016		
3852	**JACK'S OF COKATO INC**		**45.80**	**1** Transactions		
1344	**MARCO**					
	01-201-000-0000-6343	AP	536.60	CONTRACT OVERAGE CHARGE	3953836	MACHINERY OR EQUIPMENT LEASES
				07/01/2016 12/31/2016		
1344	**MARCO**		**536.60**	**1** Transactions		
5486	**MARCO**					
	01-201-000-0000-6343	AP	1,074.00	12/15/2016-01/15/2017	321253742	MACHINERY OR EQUIPMENT LEASES
				12/15/2016 01/15/2017		
5486	**MARCO**		**1,074.00**	**1** Transactions		
668	**METROPOLITAN MN SHERIFFS ASSN**					
	01-201-000-0000-6245		25.00	2017 DISTRICT 4 DUES HAGERTY		MEMBERSHIPS, DUES & FEES
				01/09/2017 01/09/2017		
668	**METROPOLITAN MN SHERIFFS ASSN**		**25.00**	**1** Transactions		
4769	**MID-STATES ORGANIZED CRIME INFO CEN**					
	01-201-000-0000-6245		300.00	2017 MEMBERSHIP DUES	420121791	MEMBERSHIPS, DUES & FEES
				01/04/2017 01/04/2017		
4769	**MID-STATES ORGANIZED CRIME INFO CEN**		**300.00**	**1** Transactions		
45916	**MIDWEST CHILDRENS RESOURCE CENTER**					

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	01-201-000-0000-6261		7.00	REQUEST DVD ICR #16031985		K101132017	PROFESSIONAL SERVICES
				01/13/2017	01/13/2017		
45916	**MIDWEST CHILDRENS RESOURCE CENTEI**		**7.00**		**1** Transactions		
593	**MOTOROLA SOLUTIONS INC**						
	01-201-000-0000-6411		550.00	BATTERIES		13145005	OPERATING SUPPLIES
				01/06/2017	01/06/2017		
593	**MOTOROLA SOLUTIONS INC**		**550.00**		**1** Transactions		
3921	**OFFICE DEPOT**						
	01-201-000-0000-6411		130.64	SUPPLIES 893098804001			OPERATING SUPPLIES
				01/10/2017	01/10/2017		
	01-201-000-0000-6411		76.09	SUPPLIES 892451089001			OPERATING SUPPLIES
				01/06/2017	01/06/2017		
	01-201-000-0000-6621		264.30	SUPPLIES 893511130001			FURNITURE & EQUIPMENT
				01/10/2017	01/10/2017		
3921	**OFFICE DEPOT**		**471.03**		**3** Transactions		
3235	**ROGERS AMOCO**						
	01-201-000-0000-6452	AP	25.00	CAR WASHES DEC 2016		12/31/2016	VEHICLE MAINTENANCE
				12/02/2016	12/30/2016		
3235	**ROGERS AMOCO**		**25.00**		**1** Transactions		
64399	**STAR TRIBUNE**						
	01-201-000-0000-6235		169.00	SUBSCRIPTION RENEWAL			PUBLICATIONS & BROCHURES
				01/11/2017	01/10/2018		
64399	**STAR TRIBUNE**		**169.00**		**1** Transactions		
5712	**T & M TOWING AND SNOW PLOWING**						
	01-201-000-0000-6261		95.00	17000853		61683	PROFESSIONAL SERVICES
				01/09/2017	01/09/2017		
5712	**T & M TOWING AND SNOW PLOWING**		**95.00**		**1** Transactions		
3797	**TACTICAL ADVANTAGE LLC**						
	01-201-000-0000-6804	AP	76.00	FIREARMS TRAINING		90670	STAFF TRAINING
				11/30/2016	12/31/2016		
3797	**TACTICAL ADVANTAGE LLC**		**76.00**		**1** Transactions		
4712	**TECHWARE DISTRIBUTION INC**						

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name
	01-201-000-0000-6621		530.20	DVD DUPLICATOR FOR EVIDENCE 01/04/2017 01/04/2017	0243483IN	FURNITURE & EQUIPMENT
4712	**TECHWARE DISTRIBUTION INC**		**530.20**	**1** Transactions		
6641	**THOMSON REUTERS WEST PUBLISHING C**					
	01-201-000-0000-6261	AP	183.75	CLEAR SUBSCRIPTION DEC 2016 12/01/2016 12/31/2016	835377321	PROFESSIONAL SERVICES
6641	**THOMSON REUTERS WEST PUBLISHING C**		**183.75**	**1** Transactions		
4297	**TREICHLER/MATTHEW**					
	01-201-000-0000-6411		16.49	REIMBURSE CELL PHONE CASE 01/05/2017 01/05/2017		OPERATING SUPPLIES
4297	**TREICHLER/MATTHEW**		**16.49**	**1** Transactions		
4295	**WALKER/PETER**					
	01-201-000-0000-6411	AP	39.95	REIMBURSE CELL PHONE CASE 12/28/2016 12/28/2016		OPERATING SUPPLIES
4295	**WALKER/PETER**		**39.95**	**1** Transactions		
201	**DEPT Total:**		**35,941.99**	**SHERIFF**	**29 Vendors**	**40 Transactions**
250	DEPT			SHERIFF-CORRECTIONS		
4268	**ABBOTT NORTHWESTERN HOSPITAL**					
	01-250-000-0000-6458	AP	95.52	STD LABS (CEM) DOC 11/22/2016 11/22/2016	XRQ478471Z01	JAIL MEDICAL
	01-250-000-0000-6458	AP	22.87	LABS (JAF) SHERBURNE 11/30/2016 11/30/2016	XRQ481551Z01	JAIL MEDICAL
	01-250-000-0000-6458	AP	22.87	LABS (AJV) DOC 12/08/2016 12/08/2016	XRQ485361Z01	JAIL MEDICAL
	01-250-000-0000-6458	AP	95.52	STD LABS (ANZ) ANOKA 12/12/2016 12/12/2016	XRQ486815Z01	JAIL MEDICAL
	01-250-000-0000-6458	AP	5.35	LABS (RKT) 12/12/2016 12/12/2016	XRQ486819Z01	JAIL MEDICAL
	01-250-000-0000-6458	AP	95.52	STD LABS (SDY) ANOKA 12/19/2016 12/19/2016	XRQ489882Z01	JAIL MEDICAL
4268	**ABBOTT NORTHWESTERN HOSPITAL**		**337.65**	**6** Transactions		
6158	**ARAMARK SERVICES INC**					
	01-250-000-0000-6459		7,550.63	INMATE MEALS 01/05-01/11/2017	2007233000176	LAW ENFORCE-JAIL FOOD-LAUNDRY

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				01/05/2017 01/11/2017		
6158	**ARAMARK SERVICES INC**		**7,550.63**	**1** Transactions		
881	**BOB BARKER COMPANY INC**					
	01-250-000-0000-6806		17.99	CO UNIFORM TROUSERS (1 PR)	UT1000405846	UNIFORM ALLOWANCE
				01/05/2017 01/05/2017		
881	**BOB BARKER COMPANY INC**		**17.99**	**1** Transactions		
277	**CENTRASOTA ORAL & MAXILLOFACIAL SU**					
	01-250-000-0000-6458		811.00	SURGICAL EXTRACTION (MSS)	ID28635	JAIL MEDICAL
				01/12/2017 01/12/2017		
277	**CENTRASOTA ORAL & MAXILLOFACIAL SU**		**811.00**	**1** Transactions		
2609	**CENTURYLINK**					
	01-250-000-0000-6203		4.04	763 682 3995 596		TELEPHONE
				01/04/2017 01/04/2017		
	01-250-000-0000-6203		34.78	612 E60 0138 401		TELEPHONE
				01/04/2017 01/04/2017		
	01-250-000-0000-6203		202.83	763 682 3900 431		TELEPHONE
				01/04/2017 01/04/2017		
	01-250-000-0000-6203		20.77	763 682 3700 402		TELEPHONE
				01/04/2017 01/04/2017		
	01-250-000-0000-6203		71.69	612 E60 0050 860		TELEPHONE
				01/04/2017 01/04/2017		
2609	**CENTURYLINK**		**334.11**	**5** Transactions		
2618	**CENTURYLINK**					
	01-250-000-0000-6203		132.86	63276699	1398083131	TELEPHONE
				01/03/2017 01/03/2017		
2618	**CENTURYLINK**		**132.86**	**1** Transactions		
1969	**CHIEF SUPPLY**					
	01-250-000-0000-6411		209.64	AEROSOL FIRST DEFENSE 8@12.99	376089	OPERATING SUPPLIES
				01/04/2017 01/04/2017		
1969	**CHIEF SUPPLY**		**209.64**	**1** Transactions		
2327	**CONSULTING RADIOLOGISTS LTD MN**					
	01-250-000-0000-6458	AP	10.96	X RAYS BUFFALO HOSPITAL (JWH)	CR620499	JAIL MEDICAL
				12/27/2016 12/27/2016		

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name
2327	**CONSULTING RADIOLOGISTS LTD MN**		**10.96**	**1** Transactions		
19799	**EMERGENCY PHYSICIANS PROFESSIONAL**					
	01-250-000-0000-6458	AP	87.13	INMATE ER BUFFALO HOSPITAL(CKB 12/20/2016 12/20/2016	EPP1945247	JAIL MEDICAL
19799	**EMERGENCY PHYSICIANS PROFESSIONAL**		**87.13**	**1** Transactions		
1052	**HR SPECIALIST EMPLOYMENT LAW**					
	01-250-000-0000-6235		281.00	MN EMPLOYMENT LAW/HR SPECIALIS 01/01/2017 01/01/2017	LA4359	PUBLICATIONS & BROCHURES
1052	**HR SPECIALIST EMPLOYMENT LAW**		**281.00**	**1** Transactions		
1344	**MARCO**					
	01-250-000-0000-6343	AP	437.78	CONTRACT OVERAGE CHARGE 07/01/2016 12/31/2016	3953836	MACHINERY OR EQUIPMENT LEASES
1344	**MARCO**		**437.78**	**1** Transactions		
5486	**MARCO**					
	01-250-000-0000-6343	AP	528.00	12/10/2016-01/10/2017 12/10/2016 01/10/2017	319945424	MACHINERY OR EQUIPMENT LEASES
5486	**MARCO**		**528.00**	**1** Transactions		
43808	**MCKESSON MEDICAL-SURGICAL**					
	01-250-000-0000-6458	AP	87.37-	CREDIT CHARGEBACK 0971617 11/14/2016 11/14/2016	0971617	JAIL MEDICAL
	01-250-000-0000-6458	AP	122.71-	CREDIT CHARGEBACK 0971618 11/14/2016 11/14/2016	0971618	JAIL MEDICAL
	01-250-000-0000-6458	AP	133.00	CHEMSTRIPS 12/22/2016 12/22/2016	91358289	JAIL MEDICAL
	01-250-000-0000-6458		955.63	GENERAL MEDICAL SUPPLIES 01/06/2017 01/06/2017	92184087	JAIL MEDICAL
43808	**MCKESSON MEDICAL-SURGICAL**		**878.55**	**4** Transactions		
3413	**MEND CORRECTIONAL CARE LLC**					
	01-250-000-0000-6458		19.25	DURINE DRUG TEST KITS 01/13/2017 01/13/2017	12311607	JAIL MEDICAL
	01-250-000-0000-6458		2.70	E KIT REPLACEMENTS ORAZEPAM 01/13/2017 01/13/2017	12311616	JAIL MEDICAL

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name
3413	**MEND CORRECTIONAL CARE LLC**		**21.95**	**2** Transactions		
3921	**OFFICE DEPOT**					
	01-250-000-0000-6411		39.50	SUPPLIES 892962751001 01/09/2017 01/09/2017		OPERATING SUPPLIES
	01-250-000-0000-6411		49.96	SUPPLIES 892962280001 01/07/2017 01/07/2017		OPERATING SUPPLIES
3921	**OFFICE DEPOT**		**89.46**	**2** Transactions		
6140	**RUSSELL SECURITY RESOURCE INC**					
	01-250-000-0000-6301		300.00	LABOR FIX CAMERA CONNECTIONS/C 01/03/2017 01/03/2017	A29054	REPAIRS & MAINTENANCE
	01-250-000-0000-6301		37.50	LABOR FIX LOCK 01/03/2017 01/03/2017	A29067	REPAIRS & MAINTENANCE
6140	**RUSSELL SECURITY RESOURCE INC**		**337.50**	**2** Transactions		
3435	**THRIFTY WHITE PHARMACY**					
	01-250-000-0000-6458	AP	155.07	DEC 2016 JAIL STOCK MEDS #7835 12/01/2016 12/31/2016	783585 DEC	JAIL MEDICAL
	01-250-000-0000-6458	AP	1,272.99	DEC 2016 PRIVATE ACCTS #783586 12/01/2016 12/31/2016	783586 DEC	JAIL MEDICAL
3435	**THRIFTY WHITE PHARMACY**		**1,428.06**	**2** Transactions		
5041	**TRANS UNION LLC**					
	01-250-000-0000-6261	AP	10.60	CREDIT REPORTS JAIL 12/27/2016 12/27/2016	12609353	PROFESSIONAL SERVICES
5041	**TRANS UNION LLC**		**10.60**	**1** Transactions		
1536	**WEST CENTRAL & 5TH DIST JAIL ADMN AS**					
	01-250-000-0000-6804		225.00	CO TRAINING (RICHARD OLSON) 02/07/2017 02/09/2017	WRIGHT CTY BB	STAFF TRAINING
	01-250-000-0000-6804		225.00	CO TRAINING (BRADEN BROEKEMA) 02/07/2017 02/09/2017	WRIGHT CTY RO	STAFF TRAINING
1536	**WEST CENTRAL & 5TH DIST JAIL ADMN AS**		**450.00**	**2** Transactions		
250	**DEPT Total:**		**13,954.87**	**SHERIFF-CORRECTIONS**	**19 Vendors**	**36 Transactions**
281	DEPT			CIVIL DEFENSE		
	1344 **MARCO**					

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name
	01-281-000-0000-6301	AP	83.98	CONTRACT OVERAGE CHARGE 07/01/2016 12/31/2016	3953836	REPAIRS & MAINTENANCE
1344	**MARCO**		**83.98**	**1** Transactions		
281	**DEPT Total:**		**83.98**	**CIVIL DEFENSE**	**1 Vendors**	**1 Transactions**
521	DEPT			PARKS		
3263	**ADVANCED DISPOSAL SERVICES**					
	01-521-000-0000-6301	AP	118.83	TREATED WOOD DISPOSAL 12/31/2016 12/31/2016	G10000024518	REPAIRS & MAINTENANCE
3263	**ADVANCED DISPOSAL SERVICES**		**118.83**	**1** Transactions		
2609	**CENTURYLINK**					
	01-521-000-0000-6203		6.82	763 682 3900 431 01/04/2017 01/04/2017		TELEPHONE
	01-521-000-0000-6203		2.41	612 E60 0050 860 01/04/2017 01/04/2017		TELEPHONE
	01-521-000-0000-6203		0.14	763 682 3995 596 01/04/2017 01/04/2017		TELEPHONE
	01-521-000-0000-6203		0.70	763 682 3700 402 01/04/2017 01/04/2017		TELEPHONE
	01-521-000-0000-6203		1.17	612 E60 0138 401 01/04/2017 01/04/2017		TELEPHONE
2609	**CENTURYLINK**		**11.24**	**5** Transactions		
2618	**CENTURYLINK**					
	01-521-000-0000-6203		4.47	63276699 01/03/2017 01/03/2017	1398083131	TELEPHONE
2618	**CENTURYLINK**		**4.47**	**1** Transactions		
1925	**CHAMBERLAIN OIL CO**					
	01-521-000-0000-6452		274.94	GREASE TUBES 01/18/2017 01/18/2017	171556	VEHICLE MAINTENANCE
1925	**CHAMBERLAIN OIL CO**		**274.94**	**1** Transactions		
1873	**FORESTRY SUPPLIERS INC**					
	01-521-000-0000-6411		117.98	TOOL HANGERS 01/06/2017 01/06/2017	13289300	OPERATING SUPPLIES

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1873	**FORESTRY SUPPLIERS INC**		**117.98**	**1** Transactions		
1510	**GRACK/DAVID**					
	01-521-000-0000-6450		200.00	WINTER PROGRAMS SHOWSHOE 01/13/2017 01/13/2017		RECREATION PROGRAMS
1510	**GRACK/DAVID**		**200.00**	**1** Transactions		
967	**KLEIN HEATING AND COOLING**					
	01-521-000-0000-6301		350.00	FURNACE REPAIRS 01/17/2017 01/17/2017	3578	REPAIRS & MAINTENANCE
967	**KLEIN HEATING AND COOLING**		**350.00**	**1** Transactions		
1344	**MARCO**					
	01-521-000-0000-6301	AP	13.62	CONTRACT OVERAGE CHARGE 07/01/2016 12/31/2016	3953836	REPAIRS & MAINTENANCE
1344	**MARCO**		**13.62**	**1** Transactions		
6832	**MINI BIFF INC**					
	01-521-000-0000-6301		184.11	PORTA TOILET RENTAL 01/12/2017 01/12/2017	A84728	REPAIRS & MAINTENANCE
6832	**MINI BIFF INC**		**184.11**	**1** Transactions		
1535	**WRIGHT HENNEPIN ELECTRIC**					
	01-521-000-0000-6251	AP	375.18	ELECTRIC FEES 11/30/2016 12/31/2016	10810311200	UTILITY SERVICES - ELECTRICITY
1535	**WRIGHT HENNEPIN ELECTRIC**		**375.18**	**1** Transactions		
4433	**XCEL ENERGY**					
	01-521-000-0000-6251	AP	15.23	51 4402453 3 12/05/2016 01/08/2017	530453864	UTILITY SERVICES - ELECTRICITY
4433	**XCEL ENERGY**		**15.23**	**1** Transactions		
521	**DEPT Total:**		**1,665.60**	**PARKS**	**11 Vendors**	**15 Transactions**
603	DEPT			EXTENSION		
2609	**CENTURYLINK**					
	01-603-000-0000-6203		3.75	612 E60 0050 860 01/04/2017 01/04/2017		TELEPHONE
	01-603-000-0000-6203		1.82	612 E60 0138 401		TELEPHONE

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				01/04/2017 01/04/2017		
	01-603-000-0000-6203		1.09	763 682 3700 402		TELEPHONE
				01/04/2017 01/04/2017		
	01-603-000-0000-6203		10.62	763 682 3900 431		TELEPHONE
				01/04/2017 01/04/2017		
	01-603-000-0000-6203		0.21	763 682 3995 596		TELEPHONE
				01/04/2017 01/04/2017		
2609	**CENTURYLINK**		**17.49**	**5** Transactions		
2618	**CENTURYLINK**					
	01-603-000-0000-6203		6.95	63276699	1398083131	TELEPHONE
				01/03/2017 01/03/2017		
2618	**CENTURYLINK**		**6.95**	**1** Transactions		
2458	**DELANO HERALD JOURNAL**					
	01-603-000-0000-6244		42.00	SUBSCRIPTION EXTENSION		PROGRAM EXPENSES
				01/01/2017 01/01/2017		
2458	**DELANO HERALD JOURNAL**		**42.00**	**1** Transactions		
5486	**MARCO**					
	01-603-000-0000-6343	AP	437.22	12/10/2016-01/10/2017	319945143	MACHINERY OR EQUIPMENT LEASES
				12/10/2016 01/10/2017		
5486	**MARCO**		**437.22**	**1** Transactions		
3921	**OFFICE DEPOT**					
	01-603-000-0000-6411		59.98	SUPPLIES 892941591001		OPERATING SUPPLIES
				01/09/2017 01/09/2017		
3921	**OFFICE DEPOT**		**59.98**	**1** Transactions		
603	**DEPT Total:**		**563.64**	**EXTENSION**	**5 Vendors**	**9 Transactions**
1	**Fund Total:**		**85,637.67**	**GENERAL REVENUE FUND**		**234 Transactions**

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226	DEPT			E 911			
	2609 **CENTURYLINK**						
	02-226-000-0000-6203		301.35	763 682 1162 914		1/4/2017	TELEPHONE
				01/04/2017	02/03/2017		
	2609 CENTURYLINK		**301.35**		**1** Transactions		
226	**DEPT Total:**		**301.35**	**E 911**		**1 Vendors**	**1 Transactions**
282	DEPT			NUCLEAR POWER PLANT			
	2609 **CENTURYLINK**						
	02-282-000-0000-6203		667.27	763 682 0210 136		1/4/17	TELEPHONE
				01/04/2017	02/03/2017		
	2609 CENTURYLINK		**667.27**		**1** Transactions		
282	**DEPT Total:**		**667.27**	**NUCLEAR POWER PLANT**		**1 Vendors**	**1 Transactions**
2	**Fund Total:**		**968.62**	**RESERVES FUND**			**2 Transactions**

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates		Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name
310	DEPT			HIGHWAY ADMINISTRATION			
2609	**CENTURYLINK**						
	03-310-000-0000-6203		14.22	763 682 3900 431			TELEPHONE
				01/04/2017	01/04/2017		
	03-310-000-0000-6203		5.03	612 E60 0050 860			TELEPHONE
				01/04/2017	01/04/2017		
	03-310-000-0000-6203		0.28	763 682 3995 596			TELEPHONE
				01/04/2017	01/04/2017		
	03-310-000-0000-6203		1.46	763 682 3700 402			TELEPHONE
				01/04/2017	01/04/2017		
	03-310-000-0000-6203		2.44	612 E60 0138 401			TELEPHONE
				01/04/2017	01/04/2017		
2609	**CENTURYLINK**		**23.43**		**5** Transactions		
2618	**CENTURYLINK**						
	03-310-000-0000-6203		9.31	63276699		1398083131	TELEPHONE
				01/03/2017	01/03/2017		
2618	**CENTURYLINK**		**9.31**		**1** Transactions		
3655	**CENTURYLINK (HWY USE)**						
	03-310-000-0000-6203		189.37	HWY PHONE LINE 4305		JAN-FEB	TELEPHONE
3655	**CENTURYLINK (HWY USE)**		**189.37**		**1** Transactions		
2361	**CORDELL/WILLIAM**						
	03-310-000-0000-6261		525.00	PROF SVC CARTE & CRASH		1701	PROFESSIONAL SERVICES
2361	**CORDELL/WILLIAM**		**525.00**		**1** Transactions		
4328	**CXTEC**						
	03-310-000-0000-6621	AP	125.15	REFURBISHED AVAYA PHONE		6856061	FURNITURE & OFFICE EQUIPMENT
				11/28/2016	11/28/2016		
4328	**CXTEC**		**125.15**		**1** Transactions		
5486	**MARCO**						
	03-310-000-0000-6261		655.50	KONICA LEASE C554E COPIER		322097262	PROFESSIONAL SERVICES
5486	**MARCO**		**655.50**		**1** Transactions		
871	**MN TRANSPORTATION ALLIANCE**						
	03-310-000-0000-6245		3,600.00	2017 DUES		P17-1009	MEMBERSHIPS, DUES & FEES

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871	**MN TRANSPORTATION ALLIANCE**		**3,600.00**	**1** Transactions		
3921	**OFFICE DEPOT**					
	03-310-000-0000-6409		99.99	OFFICES SUPPLIES	891188046001	OFFICE SUPPLIES
	03-310-000-0000-6621		128.79	ERGO KEYBOARD KJ	894029970001	FURNITURE & OFFICE EQUIPMENT
	03-310-000-0000-6409		81.75	OFFICE SUPPLIES	894913505001	OFFICE SUPPLIES
	03-310-000-0000-6409		5.98	OFFICE SUPPLIES	894913616001	OFFICE SUPPLIES
	03-310-000-0000-6409		5.78	OFFICE SUPPLIES	894913617001	OFFICE SUPPLIES
3921	**OFFICE DEPOT**		**322.29**	**5** Transactions		
6759	**RTVISION INC**					
	03-310-000-0000-6260		1,050.00	TIMECARD PLUS UPGRADE	12594	SOFTWARE OR SYSTEMS SUPPORT
	03-310-000-0000-6260		1,030.00	ANNUAL SUPPORT NEW ROADS	12594	SOFTWARE OR SYSTEMS SUPPORT
6759	**RTVISION INC**		**2,080.00**	**2** Transactions		
310	**DEPT Total:**		**7,530.05**	**HIGHWAY ADMINISTRATION**	**9 Vendors**	**18 Transactions**
320	DEPT			HIGHWAY ENGINEERING		
4542	**FRONTIER PRECISION INC**					
	03-320-000-0000-6301		750.00	LABOR ON TRIMBLE EQUIP	156315	REPAIRS & MAINTENANCE
4542	**FRONTIER PRECISION INC**		**750.00**	**1** Transactions		
320	**DEPT Total:**		**750.00**	**HIGHWAY ENGINEERING**	**1 Vendors**	**1 Transactions**
325	DEPT			HIGHWAY CONSTRUCTION		
1849	**ALBERTVILLE/CITY OF**					
	03-325-000-0000-6701		7,490.39	INT PYMT 86-80-145 I94 #4	20170001	BOND PAYMENTS
1849	**ALBERTVILLE/CITY OF**		**7,490.39**	**1** Transactions		
325	**DEPT Total:**		**7,490.39**	**HIGHWAY CONSTRUCTION**	**1 Vendors**	**1 Transactions**
330	DEPT			HIGHWAY MAINTENANCE		
1817	**COMPASS MINERALS AMERICA INC**					
	03-330-000-0000-6533		1,894.56	HWY MAPLE LAKE SALT	70585405	DEICING MATERIALS
	03-330-000-0000-6533		23,170.74	HWY BUFFALO SALT	71580883	DEICING MATERIALS
	03-330-000-0000-6533		15,729.38	HWY MAPLE LAKE SALT	71584446	DEICING MATERIALS
1817	**COMPASS MINERALS AMERICA INC**		**40,794.68**	**3** Transactions		

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609	**DESIGN ELECTRICAL INC-COLD SPRING E**						
	03-330-000-0000-6543		130.00	HWY SIGNAL REPAIRS		4433	TRAFFIC SIGNALS
609	**DESIGN ELECTRICAL INC-COLD SPRING E**		**130.00**		**1** Transactions		
7435	**TRAFFIC CONTROL CORPORATION**						
	03-330-000-0000-6543	AP	1,435.00	SIGNAL REPAIRS		95687	TRAFFIC SIGNALS
				12/15/2016	12/15/2016		
7435	**TRAFFIC CONTROL CORPORATION**		**1,435.00**		**1** Transactions		
1383	**WRIGHT HENNEPIN COOP ELEC ASSN**						
	03-330-000-0000-6543	AP	23.95	STREET LIGHT		000-0100-1718	TRAFFIC SIGNALS
				12/01/2016	01/01/2017		
	03-330-000-0000-6543	AP	33.58	STREET LIGHT		10-168-4284	TRAFFIC SIGNALS
				12/01/2016	01/01/2017		
	03-330-000-0000-6543	AP	35.96	STREET LIGHT		150-1491-9201	TRAFFIC SIGNALS
				12/01/2016	01/01/2017		
	03-330-000-0000-6543	AP	21.12	STREET LIGHT		150-1497-3200	TRAFFIC SIGNALS
				12/01/2016	01/01/2017		
	03-330-000-0000-6543	AP	23.95	STREET LIGHT		150-1588-6800	TRAFFIC SIGNALS
				12/01/2016	01/01/2017		
	03-330-000-0000-6543	AP	34.77	STREET LIGHT		150-1619-6800	TRAFFIC SIGNALS
				12/01/2016	01/01/2017		
	03-330-000-0000-6543	AP	137.16	STREET LIGHT		150-1639-4200	TRAFFIC SIGNALS
				12/01/2016	01/01/2017		
	03-330-000-0000-6543	AP	26.78	STREET LIGHT		150-1680-3700	TRAFFIC SIGNALS
				12/01/2016	01/01/2017		
	03-330-000-0000-6543	AP	33.94	STREET LIGHT		150-1680-3701	TRAFFIC SIGNALS
				12/01/2016	01/01/2017		
	03-330-000-0000-6543	AP	25.22	STREET LIGHT		150-1680-3703	TRAFFIC SIGNALS
				12/01/2016	01/01/2017		
	03-330-000-0000-6543	AP	25.46	STREET LIGHT		150-1680-3704	TRAFFIC SIGNALS
				12/01/2016	01/01/2017		
	03-330-000-0000-6543	AP	24.98	STREET LIGHT		150-1680-3705	TRAFFIC SIGNALS
				12/01/2016	01/01/2017		
	03-330-000-0000-6543	AP	25.46	STREET LIGHT		150-1680-3706	TRAFFIC SIGNALS
				12/01/2016	01/01/2017		
	03-330-000-0000-6543	AP	21.12	STREET LIGHT		150-1680-5249	TRAFFIC SIGNALS
				12/01/2016	01/01/2017		
	03-330-000-0000-6543	AP	10.48	STREET LIGHT		150-1681-7552	TRAFFIC SIGNALS

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				12/01/2016 01/01/2017		
	03-330-000-0000-6543	AP	24.87	STREET LIGHT	150-1682-3168	TRAFFIC SIGNALS
				12/01/2016 01/01/2017		
	03-330-000-0000-6543	AP	21.64	STREET LIGHT	150-1682-3169	TRAFFIC SIGNALS
				12/01/2016 01/01/2017		
	03-330-000-0000-6543	AP	19.38	STREET LIGHT	150-1682-3171	TRAFFIC SIGNALS
				12/01/2016 01/01/2017		
	03-330-000-0000-6543	AP	33.10	STREET LIGHT	150-1682-3174	TRAFFIC SIGNALS
				12/01/2016 01/01/2017		
	03-330-000-0000-6543	AP	48.36	STREET LIGHT	150-1682-3178	TRAFFIC SIGNALS
				12/01/2016 01/01/2017		
	03-330-000-0000-6543	AP	25.46	STREET LIGHT	150-1682-3179	TRAFFIC SIGNALS
				12/01/2016 01/01/2017		
	03-330-000-0000-6543	AP	25.46	STREET LIGHT	150-1682-3180	TRAFFIC SIGNALS
				12/01/2016 01/01/2017		
	03-330-000-0000-6543	AP	34.42	STREET LIGHT	150-1682-3181	TRAFFIC SIGNALS
				12/01/2016 01/01/2017		
	03-330-000-0000-6543	AP	25.82	STREET LIGHT	150-1682-3182	TRAFFIC SIGNALS
				12/01/2016 01/01/2017		
	03-330-000-0000-6543	AP	34.65	STREET LIGHT	150-1682-4049	TRAFFIC SIGNALS
				12/01/2016 01/01/2017		
	03-330-000-0000-6543	AP	35.01	STREET LIGHT	150-1682-4050	TRAFFIC SIGNALS
				12/01/2016 01/01/2017		
	03-330-000-0000-6543	AP	34.42	STREET LIGHT	150-1682-4051	TRAFFIC SIGNALS
				12/01/2016 01/01/2017		
	03-330-000-0000-6543	AP	21.12	STREET LIGHT	150-1683-8142	TRAFFIC SIGNALS
				12/01/2016 01/01/2017		
	03-330-000-0000-6543	AP	21.12	STREET LIGHT	150-1683-8145	TRAFFIC SIGNALS
				12/01/2016 01/01/2017		
	03-330-000-0000-6543	AP	18.16	STREET LIGHT	150-1683-8147	TRAFFIC SIGNALS
				12/01/2016 01/01/2017		
	03-330-000-0000-6543	AP	18.16	STREET LIGHT	150-1683-8148	TRAFFIC SIGNALS
				12/01/2016 01/01/2017		
	03-330-000-0000-6543	AP	21.12	STREET LIGHT	150-1683-8149	TRAFFIC SIGNALS
				12/01/2016 01/01/2017		
	03-330-000-0000-6543	AP	29.64	STREET LIGHT	150-1684-0985	TRAFFIC SIGNALS
				12/01/2016 01/01/2017		
	03-330-000-0000-6543	AP	29.28	STREET LIGHT	150-1684-3233	TRAFFIC SIGNALS
				12/01/2016 01/01/2017		

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	03-330-000-0000-6543	AP	24.63	STREET LIGHT 12/01/2016 01/01/2017	150-1684-3727	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP	25.22	STREET LIGHT 12/01/2016 01/01/2017	150-1684-3728	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP	35.48	STREET LIGHT 12/01/2016 01/01/2017	150-1684-3737	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP	25.10	STREET LIGHT 12/01/2016 01/01/2017	150-1684-3739	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP	25.22	STREET LIGHT 12/01/2016 01/01/2017	150-1685-1080	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP	34.30	STREET LIGHT 12/01/2016 01/01/2017	150-1685-2102	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP	34.65	STREET LIGHT 12/01/2016 01/01/2017	150-1685-3263	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP	29.87	STREET LIGHT 12/01/2016 01/01/2017	150-1685-4153	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP	34.42	STREET LIGHT 12/01/2016 01/01/2017	150-1685-4231	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP	25.70	STREET LIGHT 12/01/2016 01/01/2017	150-1685-4273	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP	46.35	STREET LIGHT 12/01/2016 01/01/2017	150-1685-4290	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP	23.19	STREET LIGHT 12/01/2016 01/01/2017	150-1685-4442	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP	27.49	STREET LIGHT 12/01/2016 01/01/2017	150-1685-4445	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP	23.19	STREET LIGHT 12/01/2016 01/01/2017	150-1685-4459	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP	25.10	STREET LIGHT 12/01/2016 01/01/2017	150-1685-4462	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP	24.75	STREET LIGHT 12/01/2016 01/01/2017	150-1685-4473	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP	24.98	STREET LIGHT 12/01/2016 01/01/2017	150-1685-4498	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP	27.02	STREET LIGHT 12/01/2016 01/01/2017	150-1685-4632	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP	24.87	STREET LIGHT 12/01/2016 01/01/2017	150-1685-4645	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP	34.18	STREET LIGHT	150-1688-0075	TRAFFIC SIGNALS

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				12/01/2016 01/01/2017		
	03-330-000-0000-6543	AP	33.94	STREET LIGHT	150-1688-0076	TRAFFIC SIGNALS
				12/01/2016 01/01/2017		
	03-330-000-0000-6543	AP	34.65	STREET LIGHT	150-1688-0077	TRAFFIC SIGNALS
				12/01/2016 01/01/2017		
	03-330-000-0000-6543	AP	34.06	STREET LIGHT	150-1688-0079	TRAFFIC SIGNALS
				12/01/2016 01/01/2017		
	03-330-000-0000-6543	AP	29.40	STREET LIGHT	150-1688-0085	TRAFFIC SIGNALS
				12/01/2016 01/01/2017		
	03-330-000-0000-6543	AP	34.18	STREET LIGHT	150-1688-0086	TRAFFIC SIGNALS
				12/01/2016 01/01/2017		
	03-330-000-0000-6543	AP	22.00	STREET LIGHT	150-1688-0087	TRAFFIC SIGNALS
				12/01/2016 01/01/2017		
	03-330-000-0000-6543	AP	53.53	STREET LIGHT	150-1688-0090	TRAFFIC SIGNALS
				12/01/2016 01/01/2017		
	03-330-000-0000-6543	AP	35.37	STREET LIGHT	150-1688-0092	TRAFFIC SIGNALS
				12/01/2016 01/01/2017		
	03-330-000-0000-6543	AP	33.34	STREET LIGHT	150-1688-4300	TRAFFIC SIGNALS
				12/01/2016 01/01/2017		
	03-330-000-0000-6543	AP	42.41	STREET LIGHT	150-16881783	TRAFFIC SIGNALS
				12/01/2016 01/01/2017		
	03-330-000-0000-6543	AP	21.12	STREET LIGHT	150-1689-5333	TRAFFIC SIGNALS
				12/01/2016 01/01/2017		
	03-330-000-0000-6543	AP	21.12	STREET LIGHT	150-1689-7425	TRAFFIC SIGNALS
				12/01/2016 01/01/2017		
	03-330-000-0000-6543	AP	21.12	STREET LIGHT	150-1689-7910	TRAFFIC SIGNALS
				12/01/2016 01/01/2017		
	03-330-000-0000-6543	AP	154.47	STREET LIGHT	150-1690-8670	TRAFFIC SIGNALS
				12/01/2016 01/01/2017		
	03-330-000-0000-6543	AP	33.34	STREET LIGHT	150-1690-8671	TRAFFIC SIGNALS
				12/01/2016 01/01/2017		
	03-330-000-0000-6543	AP	25.10	STREET LIGHT	150-1690-9267	TRAFFIC SIGNALS
				12/01/2016 01/01/2017		
1383	**WRIGHT HENNEPIN COOP ELEC ASSN**		**2,229.98**	**70** Transactions		
4433	**XCEL ENERGY**					
	03-330-000-0000-6543	AP	24.80	LIGHT IN ST MICHAEL	11082265-5	TRAFFIC SIGNALS
				12/07/2016 01/10/2017		
	03-330-000-0000-6543	AP	24.92	LIGHT IN ST MICHAEL	11082266-6	TRAFFIC SIGNALS

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				12/07/2016	01/10/2017		
	03-330-000-0000-6543	AP	25.00	LIGHT IN ST MICHAEL		11082267-7	TRAFFIC SIGNALS
				12/05/2016	01/08/2017		
	03-330-000-0000-6543	AP	24.99	LIGHT IN ST MICHAEL		11168592-3	TRAFFIC SIGNALS
				12/07/2016	01/07/2017		
4433	**XCEL ENERGY**		**99.71**		**4** Transactions		
330	**DEPT Total:**		**44,689.37**	**HIGHWAY MAINTENANCE**		**5 Vendors**	**79 Transactions**
340	DEPT			HIGHWAY SHOP MAINTENANCE			
6156	**AMERIPRIDE SERVICES**						
	03-340-000-0000-6411	AP	39.97	SHOP SUPPLIES		864925	OPERATING SUPPLIES
				12/27/2016	12/27/2016		
	03-340-000-0000-6599	AP	28.98	RUGS FOR BLDG		864925	BUILDING MAINTENANCE-P.W.BLDG.
				12/27/2016	12/27/2016		
	03-340-000-0000-6411		52.39	SHOP SUPPLIES		867402	OPERATING SUPPLIES
	03-340-000-0000-6599		10.35	RUGS FOR BLDG		867402	BUILDING MAINTENANCE-P.W.BLDG.
	03-340-000-0000-6411		52.39	SHOP SUPPLIES		870565	OPERATING SUPPLIES
	03-340-000-0000-6599		10.35	RUGS FOR BLDG		870565	BUILDING MAINTENANCE-P.W.BLDG.
6156	**AMERIPRIDE SERVICES**		**194.43**		**6** Transactions		
7544	**CENTRA SOTA COOPERATIVE - BUFFALO**						
	03-340-000-0000-6563		957.97	HWY DIESEL FUEL		61006399	DIESEL
	03-340-000-0000-6563		1,504.48	HWY DIESEL FUEL		6114225	DIESEL
	03-340-000-0000-6563		1,919.66	HWY DIESEL FUEL		6114236	DIESEL
	03-340-000-0000-6563		1,840.22	HWY DIESEL FUEL		6201295	DIESEL
	03-340-000-0000-6563		3,505.75	HWY DIESEL FUEL		6201318	DIESEL
7544	**CENTRA SOTA COOPERATIVE - BUFFALO**		**9,728.08**		**5** Transactions		
1925	**CHAMBERLAIN OIL CO**						
	03-340-000-0000-6411		225.50	WASHER FLUID		171198	OPERATING SUPPLIES
	03-340-000-0000-6568		3,505.80	MOTOR OIL		171198	OIL, LUBES
1925	**CHAMBERLAIN OIL CO**		**3,731.30**		**2** Transactions		
1852	**COKATO/CITY OF**						
	03-340-000-0000-6596	DTG	268.69	COKATO SHOP WATER/SEWER		1717013	UTILITIES-OUTLYING SHOPS
				12/01/2016	12/31/2016		
1852	**COKATO/CITY OF**		**268.69**		**1** Transactions		

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2812	**GRAINGER**					
	03-340-000-0000-6574		33.20	HWY REPAIR PARTS	9325445428	REPAIR PARTS
2812	**GRAINGER**		**33.20**	**1** Transactions		
1066	**MANEY INTERNATIONAL INC**					
	03-340-000-0000-6574		799.81	HWY REPAIR PARTS	743766	REPAIR PARTS
1066	**MANEY INTERNATIONAL INC**		**799.81**	**1** Transactions		
595	**O'REILLY AUTO PARTS**					
	03-340-000-0000-6574		25.13	HWY REPAIR PARTS	202660	REPAIR PARTS
	03-340-000-0000-6574		179.90	HWY REPAIR PARTS	203326	REPAIR PARTS
595	**O'REILLY AUTO PARTS**		**205.03**	**2** Transactions		
2316	**OTSEGO/CITY OF**					
	03-340-000-0000-6596	DTG	111.31	OTSEGO SHOP WATER/SEWER 12/13/2016 01/12/2017	2810000	UTILITIES-OUTLYING SHOPS
2316	**OTSEGO/CITY OF**		**111.31**	**1** Transactions		
926	**ROYAL TIRE INC**					
	03-340-000-0000-6575	AP	261.38	HWY REPAIR LABOR 12/21/2016 12/21/2016	319841	OUTSIDE LABOR
	03-340-000-0000-6570	AP	14.00	HWY TIRES 12/16/2016 12/16/2016	4672759	TIRES
926	**ROYAL TIRE INC**		**275.38**	**2** Transactions		
270	**RYAN CHEVROLET**					
	03-340-000-0000-6574	AP	42.50	HWY REPAIR PARTS 12/21/2016 12/21/2016	363912	REPAIR PARTS
270	**RYAN CHEVROLET**		**42.50**	**1** Transactions		
2068	**SAFELITE FULFILLMENT INC**					
	03-340-000-0000-6574	AP	200.32	SAFELITE PARTS 12/22/2016 12/22/2016	188880	REPAIR PARTS
	03-340-000-0000-6575	AP	67.00	SAFELITE LABOR 12/22/2016 12/22/2016	188880	OUTSIDE LABOR
	03-340-000-0000-6574	AP	154.33	SAFELITE PARTS 12/22/2016 12/22/2016	188881	REPAIR PARTS
	03-340-000-0000-6575	AP	67.00	SAFELITE LABOR 12/22/2016 12/22/2016	188881	OUTSIDE LABOR

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates		Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name
2068	**SAFELITE FULFILLMENT INC**		**488.65**		**4** Transactions		
6221	**SUBURBAN TIRE WHOLESALE INC**						
	03-340-000-0000-6570	AP	459.60	HWY TIRES		10144058	TIRES
				12/22/2016	12/22/2016		
6221	**SUBURBAN TIRE WHOLESALE INC**		**459.60**		**1** Transactions		
5712	**T & M TOWING AND SNOW PLOWING**						
	03-340-000-0000-6575		95.00	T&M TOWING SHEF VEH		61676	OUTSIDE LABOR
5712	**T & M TOWING AND SNOW PLOWING**		**95.00**		**1** Transactions		
1383	**WRIGHT HENNEPIN COOP ELEC ASSN**						
	03-340-000-0000-6596	AP	454.96	MAPLE LAKE SHOP		108-1031-0900	UTILITIES-OUTLYING SHOPS
				12/01/2016	01/01/2017		
	03-340-000-0000-6596	AP	270.45	FRENCH LAKE SHOP		111-1065-9400	UTILITIES-OUTLYING SHOPS
				12/01/2016	01/01/2017		
	03-340-000-0000-6596	AP	282.64	OTSEGO SHOP		150-1680-5561	UTILITIES-OUTLYING SHOPS
				12/01/2016	01/01/2017		
1383	**WRIGHT HENNEPIN COOP ELEC ASSN**		**1,008.05**		**3** Transactions		
340	**DEPT Total:**		**17,441.03**	**HIGHWAY SHOP MAINTENANCE**		**14 Vendors**	**31 Transactions**
380	DEPT			UNALLOCATED NON-HIGHWAY OPERAT			
3613	**MUNSON LAKES NUTRITION**						
	03-380-000-0000-6520		159.50	HWY SNOW GLOVES 10 PAIR		0459565CP	SAFETY PROGRAM & SUPPLIES
3613	**MUNSON LAKES NUTRITION**		**159.50**		**1** Transactions		
1508	**VIKING INDUSTRIAL CENTER**						
	03-380-000-0000-6520		169.44	ANTI FOG SAFETY GLASSES PPE		3097989	SAFETY PROGRAM & SUPPLIES
				01/09/2017	01/09/2017		
1508	**VIKING INDUSTRIAL CENTER**		**169.44**		**1** Transactions		
380	**DEPT Total:**		**328.94**	**UNALLOCATED NON-HIGHWAY OPERAT**		**2 Vendors**	**2 Transactions**
3	**Fund Total:**		**78,229.78**	**ROAD AND BRIDGE FUND**			**132 Transactions**

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates		Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name
420	DEPT			FINANCIAL SERVICES			
2609	**CENTURYLINK**						
	11-420-600-0020-6203		242.07	763 682 3900 431			TELEPHONE
				01/04/2017	01/04/2017		
	11-420-600-0020-6203		85.56	612 E60 0050 860			TELEPHONE
				01/04/2017	01/04/2017		
	11-420-600-0020-6203		41.50	612 E60 0138 401			TELEPHONE
				01/04/2017	01/04/2017		
	11-420-600-0020-6203		24.79	763 682 3700 402			TELEPHONE
				01/04/2017	01/04/2017		
	11-420-600-0020-6203		4.82	763 682 3995 596			TELEPHONE
				01/04/2017	01/04/2017		
2609	**CENTURYLINK**		**398.74**		**5** Transactions		
2618	**CENTURYLINK**						
	11-420-600-0020-6203		158.56	63276699		1398083131	TELEPHONE
				01/03/2017	01/03/2017		
2618	**CENTURYLINK**		**158.56**		**1** Transactions		
420	**DEPT Total:**		**557.30**	**FINANCIAL SERVICES**		**2 Vendors**	**6 Transactions**
430	DEPT			SOCIAL SERVICES			
2609	**CENTURYLINK**						
	11-430-700-0020-6203		44.60	763 682 3700 402			TELEPHONE
				01/04/2017	01/04/2017		
	11-430-700-0020-6203		435.62	763 682 3900 431			TELEPHONE
				01/04/2017	01/04/2017		
	11-430-700-0020-6203		74.69	612 E60 0138 401			TELEPHONE
				01/04/2017	01/04/2017		
	11-430-700-0020-6203		8.67	763 682 3995 596			TELEPHONE
				01/04/2017	01/04/2017		
	11-430-700-0020-6203		153.97	612 E60 0050 860			TELEPHONE
				01/04/2017	01/04/2017		
2609	**CENTURYLINK**		**717.55**		**5** Transactions		
2618	**CENTURYLINK**						
	11-430-700-0020-6203		285.33	63276699		1398083131	TELEPHONE
				01/03/2017	01/03/2017		

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name
2618	**CENTURYLINK**		**285.33**	**1** Transactions		
430	**DEPT Total:**		**1,002.88**	**SOCIAL SERVICES**	**2 Vendors**	**6 Transactions**
450	DEPT			PUBLIC HEALTH SERVICES		
2609	**CENTURYLINK**					
	11-450-430-0020-6203		22.13	612 E60 0138 401		TELEPHONE
				01/04/2017 01/04/2017		
	11-450-430-0020-6203		45.63	612 E60 0050 860		TELEPHONE
				01/04/2017 01/04/2017		
	11-450-430-0020-6203		13.22	763 682 3700 402		TELEPHONE
				01/04/2017 01/04/2017		
	11-450-430-0020-6203		2.57	763 682 3995 596		TELEPHONE
				01/04/2017 01/04/2017		
	11-450-430-0020-6203		129.09	763 682 3900 431		TELEPHONE
				01/04/2017 01/04/2017		
2609	**CENTURYLINK**		**212.64**	**5** Transactions		
2618	**CENTURYLINK**					
	11-450-430-0020-6203		84.56	63276699	1398083131	TELEPHONE
				01/03/2017 01/03/2017		
2618	**CENTURYLINK**		**84.56**	**1** Transactions		
450	**DEPT Total:**		**297.20**	**PUBLIC HEALTH SERVICES**	**2 Vendors**	**6 Transactions**
480	DEPT			HUMAN SERVICES UNALLOCATED		
1344	**MARCO**					
	11-480-000-0000-6899	AP	106.65	CONTRACT OVERAGE CHARGE	3953836	HUMAN SERVICES EXP. DUMP FUND
				07/01/2016 12/31/2016		
1344	**MARCO**		**106.65**	**1** Transactions		
480	**DEPT Total:**		**106.65**	**HUMAN SERVICES UNALLOCATED**	**1 Vendors**	**1 Transactions**
11	**Fund Total:**		**1,964.03**	**HUMAN SERVICES FUND**		**19 Transactions**

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name
393	DEPT			S.C.O.R.E.		
1850	**ANNANDALE/CITY OF**					
	20-393-000-0000-6801	DTG	855.40	2016 4TH QTR RECYCLING 10/01/2016 12/31/2016		MISCELLANEOUS EXPENSE
1850	**ANNANDALE/CITY OF**		**855.40**	**1** Transactions		
1847	**FRANKLIN TOWNSHIP**					
	20-393-000-0000-6801	DTG	2,269.30	2016 4TH QTR RECYCLING 10/01/2016 12/31/2016		MISCELLANEOUS EXPENSE
1847	**FRANKLIN TOWNSHIP**		**2,269.30**	**1** Transactions		
1295	**MAPLE LAKE/CITY OF**					
	20-393-000-0000-6801	DTG	837.00	2016 4TH QTR RECYCLING 10/01/2016 12/31/2016		MISCELLANEOUS EXPENSE
1295	**MAPLE LAKE/CITY OF**		**837.00**	**1** Transactions		
1862	**STOCKHOLM TOWNSHIP**					
	20-393-000-0000-6801	DTG	394.60	2016 4TH QTR RECYCLING 10/01/2016 12/31/2016		MISCELLANEOUS EXPENSE
1862	**STOCKHOLM TOWNSHIP**		**394.60**	**1** Transactions		
1535	**WRIGHT HENNEPIN ELECTRIC**					
	20-393-000-0000-6801	AP	900.00	107 1017 3800 12/01/2016 01/01/2017		MISCELLANEOUS EXPENSE
1535	**WRIGHT HENNEPIN ELECTRIC**		**900.00**	**1** Transactions		
393	**DEPT Total:**		**5,256.30**	**S.C.O.R.E.**	**5 Vendors**	**5 Transactions**
20	**Fund Total:**		**5,256.30**	**WASTE MANAGEMENT FUND**		**5 Transactions**

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	Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name
150	DEPT				LEVY STABILIZATION FUND		
	1153	**LARSON ASSOCIATES INC**					
		34-150-000-0000-6605		2,400.00	FINAL CONTRACT PAYMENT BERTRAM 01/09/2017 01/09/2017		SITE IMPROVEMENTS
	1153	**LARSON ASSOCIATES INC**		**2,400.00**	**1** Transactions		
150	**DEPT Total:**			**2,400.00**	**LEVY STABILIZATION FUND**	**1 Vendors**	**1 Transactions**
170	DEPT				CAPITAL TECHNOLOGY		
	3417	**DATABANK IMX LLC**					
		34-170-000-0000-6262	AP	1,803.75	CSTS PROJECT WORK DEC 2016 12/31/2016 12/31/2016	I45003603	EDMS - LAW LEGAL
	3417	**DATABANK IMX LLC**		**1,803.75**	**1** Transactions		
	3443	**DYNAMIC SOLUTIONS GROUP LLC**					
		34-170-000-0000-6265		628.00	RIGHTFAX MAINT/SUPPORT 01/01/2017 01/01/2017	10969	EDMS - ENTERPRISE
	3443	**DYNAMIC SOLUTIONS GROUP LLC**		**628.00**	**1** Transactions		
170	**DEPT Total:**			**2,431.75**	**CAPITAL TECHNOLOGY**	**2 Vendors**	**2 Transactions**
34	**Fund Total:**			**4,831.75**	**CAPITAL IMPROVEMENTS FUND**		**3 Transactions**

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	Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates		Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name
505	DEPT				HISTORIAN			
	2609	**CENTURYLINK**						
		71-505-000-0000-6203		0.26	612 E60 0138 401			TELEPHONE
					01/04/2017	01/04/2017		
		71-505-000-0000-6203		0.54	612 E60 0050 860			TELEPHONE
					01/04/2017	01/04/2017		
		71-505-000-0000-6203		1.52	763 682 3900 431			TELEPHONE
					01/04/2017	01/04/2017		
		71-505-000-0000-6203		0.03	763 682 3995 596			TELEPHONE
					01/04/2017	01/04/2017		
		71-505-000-0000-6203		0.16	763 682 3700 402			TELEPHONE
					01/04/2017	01/04/2017		
	2609	**CENTURYLINK**		**2.51**		**5** Transactions		
	2618	**CENTURYLINK**						
		71-505-000-0000-6203		0.99	63276699		1398083131	TELEPHONE
					01/03/2017	01/03/2017		
	2618	**CENTURYLINK**		**0.99**		**1** Transactions		
505	**DEPT Total:**			**3.50**	**HISTORIAN**		**2 Vendors**	**6 Transactions**
71	**Fund Total:**			**3.50**	**HISTORIAN**			**6 Transactions**
	Final Total:			**176,891.65**	**182 Vendors**		**401 Transactions**	

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Recap by Fund

Fund	Amount	Name
1	85,637.67	GENERAL REVENUE FUND
2	968.62	RESERVES FUND
3	78,229.78	ROAD AND BRIDGE FUND
11	1,964.03	HUMAN SERVICES FUND
20	5,256.30	WASTE MANAGEMENT FUND
34	4,831.75	CAPITAL IMPROVEMENTS FUND
71	3.50	HISTORIAN
All Funds	176,891.65	Total

Approved by, ...

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