WRIGHT COUNTY BOARD
AGENDA
JANUARY 19, 2016

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

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

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

A. COUNTY BOARD MINUTES 1-12-16

Documents: 2016-01-12 WRIGHT COUNTY BOARD MINUTES (INFO).PDF

III. REVIEW & APPROVAL OF AGENDA

IV. CONSENT AGENDA

A. AUDITOR/TREASURER

1. Approve Renewal Of 2016 Tobacco Licenses For:
   A. City Of Albertville: Albertville Tobacco And Vapor
   B. City Of Cokato: 4-Way Liquors, LLC.

Documents: AGENDA 1-19 CONSENT TOBACCO LICENSE RENEWALS.PDF

B. INFORMATION TECHNOLOGY

1. Refer To Technology Committee:
   A. Board Video Streaming Update
   B. Land Records Onbase Conversion
   C. Onbase Upgrade
   D. Potential Fiber Expansion To Historical Society - Project Initiation Example
   E. Wireless Upgrade Status
   F. Email Archiving Retention Update

Documents: BOARD ACTION IT REQUEST TECH COMMITTEE JAN 2016.PDF

C. SHERIFFS OFFICE

1. Refer Sheriff Department Reorganizational Plan To Personnel Committee

Documents: 01-07-15 REQUEST FOR BOARD ACTION - WCSO OFFICE COMMAND STRUCTURE.PDF

V. TIMED AGENDA ITEMS

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

1. Adopt Resolution Establishing An Absentee Ballot Board
2. Claims

Documents: AGENDA 1-19 ADOPT ABSENTEE BALLOT BOARD RESOLUTION.PDF, AGENDA 1-19 ABSENTEE BALLOT RESOLUTION.PDF, AGENDA 1-19 TIMED CLAIMS.PDF

B. 9:10 A.M. BRIAN ASLESON, CHIEF DEPUTY ATTORNEY

1. Approve Of Retaining Paul Bakken And Dwight Dahlen To Perform Appraisals For Purposes Of Tax Court

Documents: 1-19-16 AGENDA REQUEST.PDF, BAKKEN PROPOSAL.PDF, DAHLEN PROPOSAL.PDF

VI. ITEMS FOR CONSIDERATION

A. COMMITTEE MINUTES

1. Building, Personnel, Ways & Means

Documents: 1-13-16 BUILDING COMMITTEE MINUTES AND ATTACHMENTS.PDF, 1-13-16 PERSONNEL COMMITTEE MINUTES AND ATTACHMENTS.PDF, 2016-01-13 WAYS AND MEANS COMMITTEE MINUTES.PDF

B. STATE OF THE CITIES LUNCHEON, I94 WEST CHAMBER OF COMMERCE, 1-26-16 @ 11:30 AM

Documents: STATE OF THE CITIES 2016 REGISTRATION.PDF

VII. ADVISORY COMMITTEE / ADVISORY BOARD UPDATES

VIII. ADJOURNMENT

IX. NOTE: 10:30 A.M. COMMITTEE OF THE WHOLE MEETING RE: FEEDLOT ORDINANCE

X. CLAIMS LISTING

Documents: AUDIT LIST FOR BOARD 1-19-2016.PDF

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

INFORMATIONAL

WRIGHT COUNTY BOARD
MINUTES
JANUARY 12, 2016

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

MINUTES
Borrell moved to approve the 1-05-16 County Board Minutes as presented, seconded by Daleiden. The motion carried 5-0.

AGENDA
Potter added Items For Consideration E, "Met Council Urban Boundaries." Daleiden moved to approve the Agenda as amended. The motion was seconded by Husom carried 5-0.

CONSENT AGENDA
On a motion by Potter, seconded by Husom, all voted to approve the Consent Agenda:

A. ADMINISTRATION
   1. Approve MCIT 2016 Property Casualty & Workers Compensation Insurance Renewal for a total of $1,120,458.

B. AUDITOR/TREASURER
   1. Approve Renewal of 2016 Tobacco Licenses for: City of Albertville: EBACCO, LLC.

C. AUDITOR/TREASURER
   1. Approve Claims as Listed in the Abstract, Subject to Audit, for a Total of $1,956,661.80 with 140 Vendors and 190 Transactions.

D. HEALTH & HUMAN SERVICES
   1. Position Replacements:
      A. Social Worker
      B. Financial Worker
      C. Financial Worker
      D. Financial Worker

E. SHERIFF'S OFFICE
   1. Position Replacements:
      A. Two Deputy Positions

TIMED AGENDA ITEMS

BOB HIIVALA – AUDITOR/TREASURER
Approve Engagement Letter for 2015 Audit Services by the Office of the State Auditor.
Hiivala presented an Engagement Letter with the State Auditor's Office for 2015 Audit Services for a one-year period (2016). In the recent past, CliftonLarsonAllen has performed audit services for Wright County because of cost. However, the State Auditor's Office has not released Wright County from this service in 2015. Recent changes in law require the County to declare to the State Auditor by June, 2016 a request to be released for the 2017 audit. Another formality is that the State Auditor's Office is requesting an audit entrance meeting and an audit exit meeting. It was the consensus that the Board can convey the County's budgeted figure for the audit to the State Auditor representatives during that meeting. Daleiden moved to approve the Engagement Letter with the Office of the State Auditor for 2015 Audit Services. The motion was seconded by Husom and carried 5-0.

Hiivala requested a Committee Of The Whole Meeting with the State Auditor's Office for an Audit Entrance Meeting. Borrell made a motion to schedule the Meeting for 1-26-16 at 10:30 A.M., seconded by Husom. The motion carried 5-0.

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Adopt Resolution Awarding Sale of General Obligation Capital Improvement Plan Bonds, Series 2016A.
Terry Heaton, Springsted, said a bond sale was held on 1-11-16 for $7,040,000 in General Obligation Capital Improvement Plan Bonds, Services 2016A, for funding the new Highway Department Building Project. Eight bids were received, with the low bid from Stifel, Nicolaus & Company, Inc. The County holds an AA+ Standard & Poor's Rating. The bonds received a 2.2462% true interest rate, which is 67 basis points lower than estimated a month ago at 2.91%. This saves about $500,000 in interest costs. Another strategical move in bonding for this project involved two bond issuances. In total, $16,610,000 was issued overall for this project which is about $400,000 less than anticipated. At the recommendation of Heaton, Daleiden moved to adopt Resolution #16-03 awarding the sale of General Obligation Capital Improvement Plan Bonds, Series 2016A, in the original aggregate principal amount of $6,875,000 to Stifel, Nicolaus & Company, Inc. The motion was seconded by Husom and carried 5-0 on a roll call vote.

Approve Fiscal Agency Agreement Regarding Capital Improvement Plan Bonds, Series 2016A.
Daleiden moved to approve the Agreement with Associated Trust Company, National Association, Green Bay, Wisconsin. The motion was seconded by Potter and carried 5-0.

Approve Rinke Noonan 2016 Retainer Agreement Renewal.
Rinke Noonan has been on retainer for ditch items since 2012. Borrell moved to approve the Agreement Renewal with Rinke Noonan for 2016, seconded by Daleiden. It was agreed that the retainer of $200/month is a phenomenal deal for Wright County. The motion carried 5-0.

Approve Contract for Indirect Cost Allocation Plan Preparation with De Novo Consulting Solutions, LLC.
Maximus has provided Indirect Cost Allocation Plan preparation for Wright County for many years. One of their employees started their own company and a quote was submitted to Wright County. The cost for Maximus is $5,800 for three years, and the cost received from De Novo Consulting Services is $4,495 for three years. On a motion by Daleiden, second by Husom, all voted to approve contracting with De Novo Consulting Solutions, LLC for the Indirect Cost Allocation Plan Preparation at a cost of $4,495 for 2015, 2016, and 2017.

Approve Two (2) $150 Change Funds for the Parks Department.
Hiivala requested the Board approve two already established change funds the Parks Department has in the amount of $150 each. Borrell moved to approve the change funds, seconded by Daleiden, and carried 5-0.

Approve November Revenue/Expenditure Budget Report.
Daleiden moved to approve the November Revenue/Expenditure Budget Report, seconded by Borrell, and carried 5-0.

SEAN RILEY, PLANNING & ZONING ADMINISTRATOR
1. Accept the findings and recommendation of the Planning Commission to accept the zoning amendments as follows:

ADD THE FOLLOWING TO SECTION 762.2 Solar Energy Farms Requirements and Standards:
Solar Energy Farms and Systems will be considered by the Planning Commission on restricted parcels of land zoned General Agricultural (AG).

ADD THE FOLLOWING TO SECTION 762.3 Solar Energy Systems Requirements and Standards
Solar Energy Systems will be considered by the Planning Commission on restricted parcels of land zoned General Agricultural (AG).

Riley said the areas most impacted by the proposed Zoning Ordinance amendments are located southeast and north of Buffalo (Buffalo Township, Rockford Township, Franklin Township, Woodland Township, Monticello Township, Maple Lake Township, Otsego, St. Michael and a small area by South Haven). The amendment relates to making an exception to allow solar farms on restricted agricultural land. Husom said a question voiced by one of her townships is why solar farms would be allowed on restricted agricultural land but other uses are not. Considerable discussion occurred on the 1 per 40 entitlement in the Ordinance and how land use is restricted when a portion of the land is mortgaged. Also discussed was whether solar energy systems would remove prime crop land from production. Borrell said solar farms may actually protect land from being changed into other uses

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such as housing. It was agreed that there are unknowns moving forward. Husom supported moving forward cautiously. The Aurora Project, regulated by the State, may not have resulted in the best experience for Buffalo Township so the Township has voiced concern with the proposed changes to the Ordinance. Daleiden understands people wanting to use their property how they see fit, but wants to assure that changes will not affect other property owners or set a precedence for other types of requests. Discussion also included cell towers, setbacks from neighboring properties, property uses, and the unknown of how many solar energy projects will be requested.

Sawatzke questioned whether staff could provide additional information to the Board. He suggested a study of one quarter of a township to show the impacts from the proposed amendments to the Ordinance. Riley said they could develop a database which would include the amount of restricted land and number of entitlements.

Gordy Simonson, Solar Stone, referenced a proposed project in Cokato Township that he is involved with. He has met or been in contact with 17 of the 18 townships in Wright County. He said only one of the townships voiced dissention. He did not view that the requests for solar energy farms would be excessive. Projects are required to be within Xcel Energy's footprint, which is primarily located along Highway 12 and I-94. Relative to the proposed project in Cokato, Solar Stone's facility must be ¼ mile from the transmission line. Xcel substations have limited capacity, and upgrades to substations are expensive. It was discussed that the cost of upgrade could be through a developer, Xcel Energy, or the government. Sawatzke said the number of inquiries in the past couple of years has been substantial given solar energy farms were not on the radar several years ago. He said substations can be changed and it is reasonable that the increase in capacity at the substation could be subsidized, potentially by a third party.

Borrell referenced how solar farms will allow land to remain prime farm land, will be environmentally friendly (vegetative cover), and will generate solar tax revenue for the County and the township involved. He said the Planning Commission will vet requests and impose restrictions or setbacks as necessary.

Daleiden moved to table this issue to the 1-19-16 County Board Meeting to allow for additional review, seconded by Husom, carried 5-0. Staff from the Planning & Zoning Office will present information at the next meeting on Solar Energy Farms.

ITEMS FOR CONSIDERATION

APPOINTMENTS TO THE GREAT RIVER REGIONAL LIBRARY BOARD OF TRUSTEES

Daleiden moved to appoint Wayne Bauernschmitt (Albion Township) to the GRRL Board of Trustees for a three-year term. The motion was seconded by Borrell and carried 5-0. The Board reaffirmed the appointments of Dan Bravinder (Cokato Township) and Jim Shovelain (St. Michael) through 12-31-16.

CANCEL BOARD MEETING IN MONTHS WITH FIVE TUESDAYS (MARCH, MAY, AUGUST, NOVEMBER)

Husom made a motion to cancel the 3-15-16 County Board Meeting due to the occurrence of five Tuesdays in March. The motion was seconded by Borrell and carried 5-0.

Discussion occurred on the months of May, August, and November. It was suggested that this topic be laid over to a future meeting for additional information on the date of the May AMC Conference.

DNR BUFFER MAPPING WEBINAR, 1-20-16 @ 9:30 A.M.

Husom moved to authorize attendance at the DNR Buffer Mapping Webinar which will be held in Room C118 at the Government Center. The motion was seconded by Potter and carried 5-0. Township Officers will be invited to this meeting.

AUTHORIZE ATTENDANCE, WRIGHT COUNTY ECONOMIC DEVELOPMENT PARTNERSHIP 2015 ANNUAL MEETING & AWARD CEREMONY, 1-15-16

Potter moved to authorize attendance, seconded by Husom, and carried 5-0.

MET COUNCIL URBAN BOUNDARIES MEETING

Potter moved to authorize attendance at the Meeting on 1-21-16 at 4:00 P.M. in Albertville. The motion was seconded by Husom and carried unanimously.

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ADVISORY COMMITTEE / ADVISORY BOARD UPDATES

1. Owners Committee. Potter said the Owners Committee approved change orders that were critical and within the dollar amount that the Committee can approve. The Owners Committee Minutes will be presented at a future date for Board approval.

The meeting adjourned at 10:33 A.M.

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WRIGHT COUNTY
REQUEST FOR BOARD ACTION

***Req. Agenda Time*:**		***Board Meeting Date*:**	1-19-16	***Consent Agenda*:**	X
Amt. of Time Required:		***Item For Consideration*:**			

Auditor-Treasurer's Office	**Board Action Requested:**
Originating Department/Service	Approve Renewal of 2016 Tobacco Licenses for:
Requestor's Signature	
Reviewed By/Date	

Background/Justification:

City of Albertville: Albertville Tobacco and Vapor;
City of Cokato: 4-Way Liquors, LLC.

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:	1/19/16	Consent Agenda	X
Amt of Time Required:	0	Item for Consideration:	Refer to Technology Committee		

IT
Originating Department

Requestor's Signature

BOARD ACTION REQUESTED:
Refer to Technology Committee

Reviewed by/date

BACKGROUND/JUSTIFICATION:
Refer to Technology Committee:
a. Board video streaming update
b. Land Records Onbase Conversion
c. Onbase upgrade
d. Potential fiber expansion to Historical Society - Project Initiation Example
e. Wireless Upgrade Status
f. Email archiving retention update

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: 01-12-15	Consent Agenda	Yes
Amt of Time Required:	Item for Consideration:		

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: 2016.01.07 08:33:55 -06'00'

Requestor's Signature

BOARD ACTION REQUESTED:

Request personnel committee meeting agenda to include discussion on Sheriff Hagerty's reorganizational plan.

Reviewed by/date

BACKGROUND/JUSTIFICATION:

Sheriff Hagerty would like to present his plan to modify the current Sheriff's Office command structure.

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*:**	9:05 a.m.	***Board Meeting Date*:**	1-19-16	***Consent Agenda*:**	
Amt. of Time Required:	2 min.	***Item For Consideration*:**			

Auditor-Treasurer's Office	**Board Action Requested:**
Originating Department/Service	Adopt Resolution Establishing an Absentee Ballot Board.
Requestor's Signature	
Reviewed By/Date	

Background/Justification:

We are administering all absentee voting for the March Township Elections.

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:**

BOARD OF COUNTY COMMISSIONERS
WRIGHT COUNTY, MINNESOTA

Date_____ Resolution No. _____.

Motion by Commissioner_____ Seconded by Commissioner_____.

ESTABLISHING AN ABSENTEE BALLOT BOARD

WHEREAS, Wright County is required by Minnesota Statutes 203B.121, Subd. 1 to establish an Absentee Ballot Board effective January 22, 2016, and

WHEREAS, this board will bring uniformity in the processing of accepting or rejecting returned absentee ballots in Wright County; and

WHEREAS, the Absentee Ballot Board would consist of a sufficient number of election judges as provided in sections 204B.19 to 204B.22 or deputy county auditors trained in the processing and county of absentee ballots;

THEREFORE, BE IT RESOLVED THAT, the Wright County Board of Commissioners hereby establishes an Absentee Ballot Board that would consist of a sufficient number of election judges as provided in sections 204B.19 to 204B.22 or deputy auditors to perform the task.

ADOPTED BY the Wright County Board of Commissioners this 19th day of January 19, 2016.

YES		NO	
HUSOM	_____	HUSOM	_____.
SAWATZKE	_____	SAWATZKE	_____.
DALEIDEN	_____	DALEIDEN	_____.
POTTER	_____	POTTER	_____.
BORRELL	_____	BORRELL	_____.

STATE OF MINNESOTA)
ss.
County of Wright)

I, Lee Kelly, duly appointed, qualified, and acting Clerk to the County Board for the County of Wright, State of Minnesota, do hereby certify that I have compared the foregoing copy of a resolution or motion with the original minutes of the proceedings of the Board of County Commissioners, Wright County, Minnesota, at their session held on the day of, 2015 on file in my office, and have found the same to be true and correct copy thereof.

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

_____.
Lee Kelly, County Coordinator

WRIGHT COUNTY
REQUEST FOR BOARD ACTION

***Req. Agenda Time*:**	9:05 a.m.	***Board Meeting Date*:**	1-19-16	***Consent Agenda*:**	
Amt. of Time Required:	2 min.	***Item For Consideration*:**			

Auditor-Treasurer's Office	**Board Action Requested:**
Originating Department/Service	Claims.
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: N/A ***BOARD MEETING DATE:*** 1/19/16 ***CONSENT AGENDA:*** N/A

AMT. OF TIME REQUIRED: 5 Minutes ***ITEM FOR CONSIDERATION:*** N/A

COUNTY ATTORNEY
ORIGINATING DEPARTMENT/SERVICE

X Brian J Dahlen
REQUESTOR'S SIGNATURE

1/12/16
REVIEWED BY/DATE

BOARD ACTION REQUESTED:

Approve Of Retaining Paul Bakken and Dwight Dahlen To Perform Appraisals For Purposes Of Tax Court.

BACKGROUND/JUSTIFICATION:

The County Board has, in recent weeks, approved of retaining an appraiser to perform several appraisals related to pending Tax Court cases. There are three more cases with trial ready dates in June of this year where appraisals may be needed. Two involve restaurant properties and the third involves a bank. Tony Rasmuson has received the attached proposals and is seeking approval to retain Mr. Bakken and Mr. Dwyer.

	COUNTY ATTORNEY REVIEW DATE:	**FINANCIAL IMPLICATIONS: $_____**
COUNTY COORDINATOR/DATE:	**ADMINISTRATIVE RECOMMENDATION:** ☐ **APPROVAL** ☐ **DENIAL** ☐ **NO RECOMMENDATION**	**BUDGETED:** ____ **YES** ____ **NO** **FUNDING:** ____ **LEVY** ____ **OTHER**

COMMENTS:	**COMMENTS:**

Valuation Services Proposal

Klein Bank

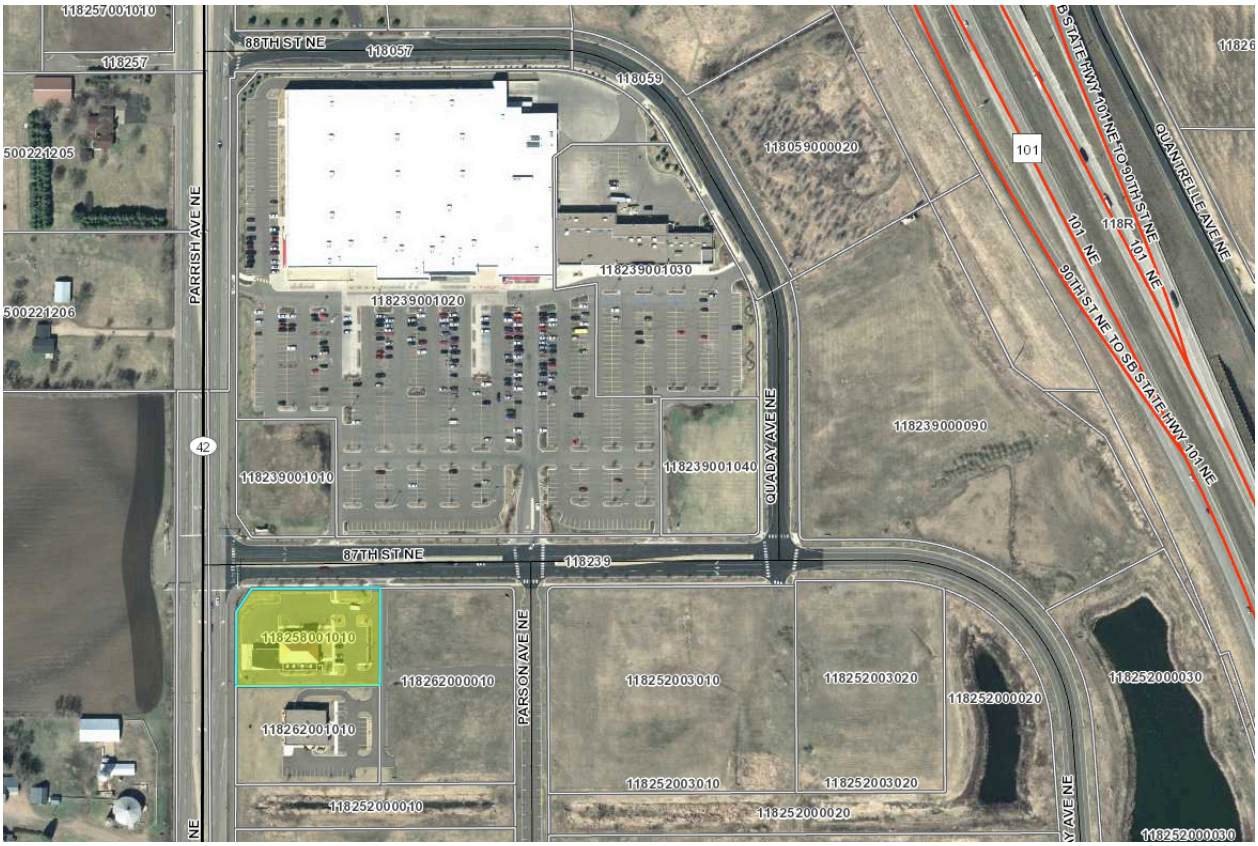
Otsego, Minnesota

For:

Mr. Tony Rasmuson

Dated:

Monday, January 11, 2016



January 11, 2016

Mr. Tony Rasmuson
Wright County Assessor
10 - 2nd Street NW
Room 100
Buffalo , MN 55313

Dear Mr. Rasmussen:

At your request, I am pleased to submit this proposal for The Valuation Group, Inc. appraisal services. I understand the property to be appraised is as follows:

Klein Bank
Otsego, Minnesota

Please read this proposal over and give me a call if you have any questions or concerns.

Our opinion of value would be subject to the Assumptions and Limiting Conditions set forth this proposal. I will make no investigation of the title to and assume no responsibility for any liabilities against the property appraised. This appraisal would conform with the prevailing guidelines issued under Title XI of the Financial Institutions Reform, Recovery, and Enforcement Act of 1989 (FIRREA) and the Uniform Standards for Professional Appraisal Practice.

This assignment would not be based on a requested minimum valuation, a specific valuation or the approval of a loan. I have no direct or indirect interest, financial or otherwise, in the property transaction. The Appraisal Institute conducts a program of continuing education for its designated members. MAIs and SRAs who meet the minimum standards of this program are awarded periodic educational certification. I am currently certified under this continuing education program.

Sincerely,
The Valuation Group, Inc.

Paul G. Bakken, MS, MAI, CCIM
License No. 4001461
Certified General Real Property

Proposal Details

Property Name:	**Klein Bank**
Address:	Otsego, Minnesota — Intended User: Wright County
Premise Of Value:	◉ Market Value ◯ Liquidation Value ◯ Continued Use ◯ Insurable Value — Value Date: ◯ Inspection Date ◉ Other: 1/12, 1/13, 1/14, 1/15
Interest Appraised:	◉ Fee Simple ◯ Leased Fee — Function: Property Tax Appeal
Scope Of Services:	◉ Property Inspection ◉ Market Approach ◉ Direct Capitalization ◉ Review CAD Files ◉ Estimate Market Rent ◯ Discounted Cash Flow ◉ Estimate Land Areas ◉ Lease Analysis ◉ Land Valuation ◉ Estimate Building Areas ◉ Historical Statement Review ◉ Cost Approach ◉ Research Comparables ◯ Gross Rent Multiplier ◯ Appraisal Review
Client Supplied/ General Items:	◉ Legal Description ◉ Offers To Purchase In Last Three Years ◉ Building Area ◉ Easements ◉ Land Area ◉ Operating Agreements ◉ Autocad Blueprints (.dwg format) ◉ Restrictive Covenants ◉ Autocad Site Plan (.dwg format) ◉ Environmental Reports ◉ Autocad Survey (.dwg format) ◉ Soil Reports ◉ Lease - Full Copy ◉ Deferred Maintenance ◉ Building Costs (<3 years old) ◉ Tax Statements ◉ Operating Expenses (past 3 years) ◉ Tax ID Number ◉ Retail Sales (past 3 years) ◉ Contact Name ◉ Sale/Listing of Subject (past 3 years) ◉ Contact Number
Client Supplied/ Specific Items:	

Appraisal Fees:		
Phase I:		$5,000
Phase II:		
Other Services:	Retainer Required:	
Hourly Charges:	Paul Bakken	$350
	Junior MAI	$200
	Staff Appraiser	$100

Due Date:	Thu, Mar 31, 2016	No. Of Copies:	3	Extra Copies/Report:	

Comments

Out of Pocket Bills: ◯ Airfare ◯ Auto/Mileage ◯ Hotel ◯ Food ◯ Data ◉ None

Assumptions & Limiting Conditions

The appraisal, values, and opinions would be subject to the following assumptions and limiting conditions:

The property has been appraised free and clear of all indebtedness and under responsible ownership and good management unless otherwise set forth in the appraisal.

No responsibility is assumed by the appraiser for matters which are legal in nature. The title is assumed to be marketable and good. The legal descriptions are assumed to be correct. The plot plan and other illustrative material in this report is included to assist the reader in visualizing the property. We have made no survey of the property and assume no responsibility for it's accuracy.

Information contained in the appraisal report relating to comparable market data is more fully documented in the confidential files in the office of the appraiser.

In this appraisal assignment, the existence of potentially hazardous materials used in the construction or maintenance of the building, such as the presence of urea-formaldehyde foam insulation, and/or the existence of toxic waste, which may or may not be present on the property, was not observed by me; nor do I have any knowledge of the existence of such materials on or in the property. The appraiser is not qualified to detect such substances. The existence of urea-formaldehyde foam insulation, asbestos, or other potentially hazardous waste material may have an effect on the value of the property.

The information contained in this report is not guaranteed, but it has been gathered from reliable sources. The appraiser certifies that, to the best of his knowledge and belief, the statements, information, and materials contained in this appraisal report are correct. Information furnished by others is believed reliable but no warranty is given for its accuracy.

The appraiser has neither a present nor a contemplated interest in the appraised property. Employment for this appraisal engagement is not contingent upon the value reported.

No soils analysis was made. All value estimated in this report assume stable soil conditions and any necessary soil corrections are to be made at the expense of the seller.

The valuation in this report applies only to the purpose and function of this report and the estimated highest and best use of the property.

It is assumed all applicable zoning and use regulations and restrictions have been complied with, unless a nonconformity has been identified to us and stated in the report. It is assumed the utilization of the land is within the boundaries or property lines of the property described and there is not encroachment or trespass unless noted within the report.

This appraisal does not affix or set the price of the property but offers only a supportable opinion as to the present worth of anticipated benefits subject to investment risk, measured mainly by the market data available at the valuation date. Therefore, we assume no liability for changed in market conditions or for the inability of the owner to locate a purchaser at the appraised value.

No environmental impact study has been ordered or made. Full compliance with applicable federal, state and local environmental regulations and laws is assumed unless otherwise stated, defined, and considered in the report. It is also assumed all required licenses, consents, or other legislative or administrative authority from any local, state or national government or private entity organization either have been or can be obtained or renewed for any use which the report covers.

Unless otherwise specified, all mortgages, liens, encumbrances, leases, and servitudes have been disregarded in this report. The property is appraised in fee simple title as though under responsible ownership and competent management.

Unless the appraiser is notified in writing prior to the start of the engagement, the report will not be considered confidential and we can discuss the property with others during the course of this engagement. If the appraisal is confidential, this needs to be communicated to us prior to the start of the engagement with written notice.

Unless otherwise specified, it is assumed there are no hidden or unapparent conditions of the property, subsoil, or structures which render it more of less valuable. No responsibility is assumed for such conditions or for arranging for engineering studies that may be required to discover them.

The distribution, if any, of the total valuation in this report between land and improvements applies only under the stated program of utilization. The separate allocations for land and buildings must not be used in conjunction with any other appraisal and are invalid if so used.

Possession of this report, or a copy thereof, does not carry with it the right of publication. It may not be used for any purpose by any person other than the party to whom it is addressed without the written consent of the appraiser, and in any event only with properly written qualification and only in its entirety. No part of the report, all or in part, can be disseminated to the public through advertising, public relations, news, sales, or other media without the prior written consent and approval of the appraiser.

The client agrees the appraiser does not, by entering into this contract or by performing the services rendered, assume, abridge, abrogate, or undertake to discharge any duty of the client to any other entity.

Any use of the appraisal report, by the client, is conditioned upon payment of all fees in accordance with the agreed terms. The fee charged for the appraisal is not contingent upon values concluded by the appraiser or any future event such as the securing of financing. All fees set forth in the engagement letter are due and payable upon completion of the specified assignment regardless of whether the valuation conclusions reached coincide with the client's expectations.

No opinion is tended to be expressed for matters which require legal or other specialized expertise, investigation, or knowledge beyond that customarily employed by appraisers in the evaluation of real estate.

If the appraiser is compelled to produce documents or testify regarding work performed, the client will reimburse the appraiser for all costs and expenses incurred.

In consideration for performing the services rendered at the fee charged, The Valuation Group, Inc. expressly limits its liability to the fee amount paid or $100,000, whichever is less.

The Valuation Group, Inc. expressly disclaims liability as an insurer or guarantor. Any persons seeking greater protection from loss or damage than is provided for herein should obtain appropriate insurance.

The client will indemnify and hold The Valuation Group, Inc. and its employees harmless against all claims by any third party or any judgment for loss or damage relating to the performance or nonperformance of any services by the appraisal firm.

In the event of a dispute involving interpretations of application of this agreement, the parties agree that this agreement will be governed under the laws of the state of Minnesota.

The Valuation Group, Inc. reserves the right to assess interest charges on all unpaid accounts and the right to assess for any collection time incurred. Liability for appraisal fees is the responsibility of the party signing the appraisal contract or the organization on whose behalf the individual is signing.

The Valuation Group, Inc. reserves the right to refuse an assignment if a party other than the addressee of the letter signs the engagement letter.

The Valuation Group, Inc., assumes no private deed restrictions limiting the use of the property in any way.

The Valuation Group is permitted to take still or video photography and/or make audio recordings during the property inspection.

The appraiser herein by reason of this appraisal is not required to give further consultation, testimony, or be in attendance in court with reference to the property in question unless arrangements have been previously made.

Acceptance & Authorization

Valuation Group Acceptance

If you have any questions concerning the terms of this proposal, please contact me. If this proposal meets with your approval, please sign and return a copy of this letter to us, which will serve as our authorization to proceed.

Thank you for allowing us the opportunity to be of service to you and your firm.

Respectfully Submitted,
The Valuation Group, Inc.

Paul G. Bakken, MAI, MS, CCIM
License No. 4001461
Certified General Real Property

January 11, 2016
Proposal Dated

Client Acceptance/Authorization

Your signature below serves as our authorization to proceed.

Client Signature

Date

Dahlen, Dwyer & Foley, Inc.

55 EAST 5TH STREET • SUITE 1350 • ST. PAUL, MINNESOTA 55101 • (651) 224-1381 • FAX (651) 223-5736

DWIGHT W. DAHLEN, MAI, SREA
DANIEL E. DWYER
SEAN M. FOLEY
JEFFREY A. DAHLEN
JANE E. HAMMES
MICHAEL T. TINKER
BRIAN W. DAHLEN

January 12, 2016

Mr. Tony Rasmuson, S.A.M.A.,
Wright County Assessor
Government Center
10 Second Street NW - Room 100
Buffalo, Minnesota 55313-1183

RE: Emma Krumbees Albertville
Denny's Ostego

Dear Mr. Rasmuson:

I appreciate the opportunity to be considered for professional real estate appraisal services to Wright County. You have requested a proposal to prepare an "Appraisal" on each of the above referenced restaurant properties for the purpose of developing an opinion of the market value, fee simple interest for Ad Valorem purposes with effective dates of valuation of January 2, 2013, 2014, 2015 and January 2, 2016. It is my understanding that the separate owners have petitioned the County for a reduction in the assessed valuations. It is also my understanding that an appearance as an "expert witness" in tax court may be required.

My proposal contemplates the preparation of a preliminary opinion of value (Restricted) for each of the properties, prior to completing the formal "Appraisal" to facilitate settlement discussions with the owner's attorney.

Preliminary-Restricted Emma Krumbee's	$6,500- not to exceed
Preliminary-Restricted Denny's	$4,000

Additional fees for completion for Tax Court

"Appraisal"	Emma Krumbee's	$4,000
"Appraisal"	Denny's	$3,000

The Restricted appraisal will be prepared in accordance with USPAP and will contain both the income capitalization approach as well as a direct sales comparison approach. The estimated fee "not to exceed" of $10,500 for the Emma Krumbee appraisal and $7,000 for Denny's would be a maximum and includes preparation of both the Restricted and formal "Appraisal" and the initial meetings with yourself and staff, but doesn't include an appearance at Tax Court, or meetings with the County Attorney, immediately prior to trial. These additional litigation services will be billed at $250/hour.

It is my understanding a trial date has been established as of June of 2016 with the appraisal exchange date on May 16, 2016. Please be informed that I will need at least 6 weeks to complete the final appraisal for the Minnesota Tax Court, once the preliminary opinion has been developed and you have decided to proceed further.

The following information will be beneficial to receive before commencing the assignment:

- Prior 3 years of historical profit and loss summaries; real estate operating expenses
- Property lease, if any
- Prior 3 years of historical retail sales
- Cross easements and parking agreements relative to adjacent properties; if any
- A record of the Tax Court's opinion on similar properties, if any
- Recent sales of other restaurants in Wright County.

Please note that the proposal contemplates a thorough and comprehensive appraisal since the Tax Court considers the appraisal as direct testimony. My experience indicates the Court expects all opinions by the "expert" to be fully substantiated. Any information provided will be held in strictest confidence and will be subject to the Government Data Practices Act, Minnesota Statute Section 13.05.

I appreciate the opportunity to be considered for this challenging assignment, and welcome any questions you may have in regards to this proposal. I thank you for your time and consideration and look forward to working with you, should you find the proposal acceptable.

Respectfully submitted,

DAHLEN, DWYER & FOLEY, INC

Dwight W. Dahlen, MAI SRA
Certified General Real Property Appraiser
MN License #: 4001430

DWD/dwd

BUILDING COMMITTEE
MINUTES
JANUARY 13, 2016

MEMBERS PRESENT: Potter, Daleiden, and Vergin (for Kelly)

OTHERS PRESENT: B. Hatfield

1. **Nursing Mothers Room**

An event occurred recently that brought the access and location of the current Nursing Mother's rooms to the attention of Administration. Presently as set up access needs to be provided through a card key, which allows the user to gain access into the wRight Choice area. There currently is no Nursing Mothers area available to the public.

Hatfield provided a floor plan identifying the current location of the Nursing Mother's Rooms. Presently there are two rooms used for this purpose that are located within the wRight Choice area. In order to access these rooms you need to have card key access into wRight Choice. Hatfield noted that there is another door that allows access to the first Nursing Mother's room which is located before the card key access door, this door is currently set in a lock mode.

Recommendation:

Direct Staff to set the locked door into unlock mode, move existing signage to new access area; provide additional directional signage; and provide a suggestion box for occupants to provide feedback to assist in accommodating the needs of those that utilize the room.

2. **Annex Custodial Closet**

Hatfield stated that that he would like to look at providing handicap accessibility into the public restrooms located on the first floor of the annex. This could be accomplished by converting the current custodial closet adjacent to the men's restroom. Preference would be to demo both restrooms along with the closet to create two handicap accessible restrooms. Discussed the option of having the closet become a family ADA complaint restroom and leaving the other two as is. The Committee then visited the area.

Recommendation:

Direct Staff to gather information on options and costs and then bring those back to the Committee.

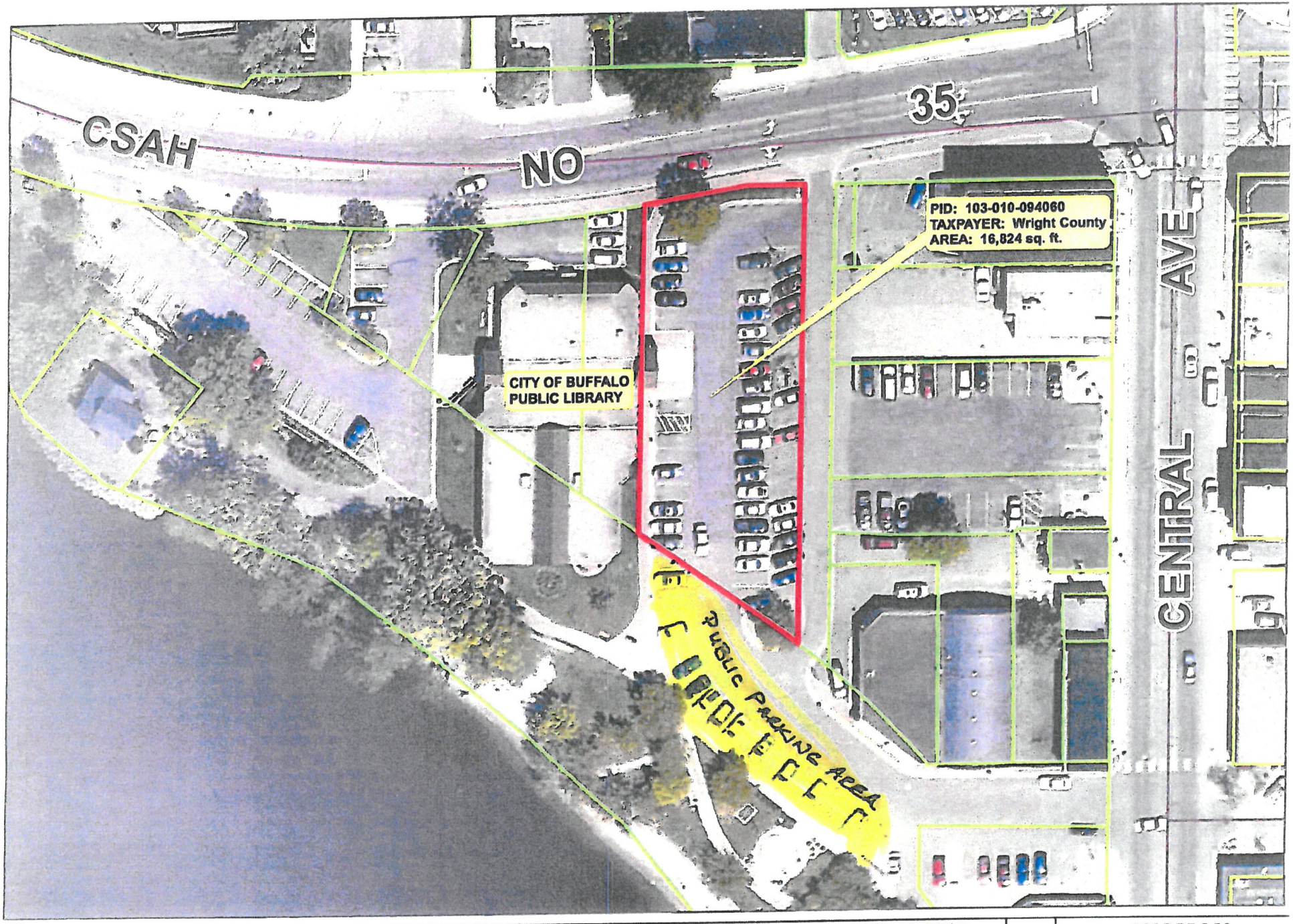
3. **Lakeview Apartment Parking**

Mr. Belsaas, a tenant of Lakeview Apartments, had contacted Administration and Commissioner Sawatzke with his concerns regarding parking for the Lakeview Apartment residents. Mr. Belsaas was informed this matter would be directed to the building Committee and that he was invited to attend if he desired. The City of Buffalo had also been contacted and advised of the meeting. Neither were present. The concern raised by Mr. Belsaas, is the lack of designated parking for Lakeview Apartments. The Committee reviewed the layout of the parking areas surrounding both the library and government center; the ownership of those areas; and the history of the parking situation.

Recommendation:

Direct Staff to send notification to the tenants and owner of Lakeview Apartments that there is public parking available to them located within the City of Buffalo's public parking lot, southeast of the library. (Map Attached)

DRAFT



N
W E
S

PID: 103-010-094060
SEPTEMBER 2009

Buffalo
CITY OF BUFFALO MINNESOTA

Subject Parcels
Buffalo Parcels

0 30 60 120 Feet

GIS data is data generated by a computer database or system that is designed to electronically capture, organize store, update, manipulate, analyze, and display all forms of geographically referenced information that is compiled, from private or public sources, either alone or in cooperation with other public or private entities, for use by a municipality. GIS data is accurate for its intended use by a municipality and may be inaccurate for other uses.

Sheet No. 1 of 1
September 2, 2009

RESOURCES:

Prepared By: ORRIG BOEVE

COORDINATE SYSTEM:
NAD 1983 HARN ADJ
MN WRIGHT FEET
DATA SOURCE:
WRIGHT COUNTY, MN DNR

PERSONNEL COMMITTEE
MINUTES
JANUARY 13, 2016

MEMBERS PRESENT: Husom, Sawatzke and Vergin (for Kelly)

OTHERS PRESENT: Hesse, Partlow

I. Personnel Policy 506 Business Related Expense Reimbursement

Propose revisions to Policy 506 to provide clarification regarding calculating eligible mileage for reimbursement including deducting normal commute miles. Revised policy will be effective March 1, 2016 to allow time to train supervisors.

Recommendation: Recommend proposed revisions to Policy 506 Business Related Expense Reimbursement to the County Board for approval on January 19, 2016 (effective March 1, 2016).

II. Motor Pool Vehicle Usage Procedures

Propose consolidating HHS and County operating procedures. Proposed revisions provide clarification regarding motor pool vehicle usage and combine language of both procedures to create one procedure for all County employees. Revised procedures will be effective upon board approval (January 19, 2016)

Recommendation: Recommend proposed revisions to Motor Pool procedures to the County Board for approval on January 19, 2016.

DRAFT

Wright County Personnel Policy
506 Business Related Expense Reimbursement

Policy Adopted: 11-16-04

Policy Amended: 01-19-16
Effective Date: 03-01-16

506.1 POLICY STATEMENT
Wright County will reimburse employees for some expenses incurred in the line of work in accordance with all applicable Minnesota State Statutes and IRS rules.

506.02 APPROVAL OF TRAVEL EXPENSES
Wright County will reimburse employees for reasonable business travel expenses incurred while on assignments away from the principal work location. All business travel outside the State of Minnesota must be approved in advance by the County Board. Travel expenses must be in the department's budget and approved by the County Board.

Employees whose travel plans have been approved are responsible for making their own travel arrangements. Travel expenses not billed to the County shall be paid for by the employee and reimbursed upon return in accordance with this Policy.

506.03 AUTHORIZED EXPENSES
The County will provide reimbursement for the following expenses incurred while attending a workshop, conference, meeting, seminar, or training related activity authorized by the County.

A. Mileage for personal vehicle: When an employee is seeking reimbursement they must complete a Mileage Reimbursement Form, on that form they must identify that they made reasonable attempts to request a County vehicle, but one was not available; or indicate why the use of a County vehicle was not applicable to their situation. Deviation or exception to this policy must be preapproved, in writing, by the employees' supervisor. The County will reimburse the employee at the prevailing rate for use of their personal vehicle. Mileage is paid on the most reasonable and direct route as follows:

    1. Travel departing from or returning to the principal work location, mileage is reimbursed for the actual miles traveled.
    2. Groups going to the same destination must car-pool these trips whenever possible. In the event of a car pool, the person who owns the vehicle being driven is the only one who may claim mileage reimbursement.
    3. In the event an employee does not report to their principal work location during the course of a workday, mileage in excess of mileage normally driven to and from the principal work location is reimbursable. If such travel to a work site occurs on a day that the employee is not scheduled to work, then total mileage is reimbursable.
    4. In the event an employee has to travel to a work site prior to traveling to their principal work location, mileage will be reimbursed for the excess miles traveled over the normal commute to the principal work location.

5. In the event an employee has to travel from their principal work location to work sites prior to going home, mileage will be reimbursed for the excess miles traveled over the normal commute home.

B. Airfare or train fare: When travel to a conference, workshop, etc. requires the utilization of air or train transportation, the employee or County official shall arrange for travel in coach or economy class. In accordance with M.S. 15.435, an employee may not accrue any benefits offered by an airline company, such as frequent flyer credits, if the ticket is paid for or the cost reimbursed by the County.

C. Vehicle rental: Employees who desire to rent a vehicle will be reimbursed only for that portion of the costs that would normally have been incurred by the County.

D. Taxi/Bus: Employees may be reimbursed actual costs plus a maximum 15% gratuity for taxi, bus or limousine service when on County business and where no private vehicle is available.

E. Lodging:

1. Single lodging will be reimbursed at the lowest possible occupancy rate. Employees are encouraged to share accommodations.
2. Employees will be reimbursed for the night prior to the formal start of the conference, seminar, etc. and the nights the event is in session (including the night of the last day).
3. Lodging should be billed directly to the County; otherwise, the employee should submit a bill for reimbursement upon return.

F. Meal allowance:

1. Authorized meal expenses will be reimbursed at the current rate established by the County Board. This includes the cost of the meal, sales tax, and a maximum 15% gratuity for approved breakfasts, lunches, dinners, or banquet meetings. Alcoholic beverages will not be reimbursed by the County.
   a. Breakfast is reimbursable only if preceded by an overnight stay or if travel must begin prior to 6 A.M.
   b. Dinner is reimbursable only if immediately followed by an overnight stay or if travel for the meeting/conference must commence prior to the end of the normal workday or meetings that start during normal work hours and conclude after 6:30 P.M. Dinner reimbursement will not be provided to employees returning from a workshop, conference, meeting, seminar, or training related activity if within one hour of the Wright County border.
2. Meal expenses not accompanied by overnight lodging will not be reimbursed by the County unless the meeting, conference, workshop, etc. is outside the County and a meal is not provided as part of the function.
3. Meals while traveling away from home on business are deductible. Employees are considered to be traveling away from home if their duties require them to be away from the general area of their tax home substantially longer than a normal business day and the employee needs to get sleep or rest to meet the demands of their work while away from home. (Revenue Rulings 75-168 and 75-170).
4. Employee or officials taking non-County persons to breakfast, lunch, or dinner will not be reimbursed. The only exception to this Policy is when a County employee is involved with children or vulnerable adults in court activities that must extend through the lunch hour.
5. Costs over the authorized meal maximum shall be the responsibility of the employee.
6. If a meal is provided as part of the workshop, conference, meeting, seminar or training related activity the employee cannot elect to eat elsewhere and seek reimbursement from the County.

G. Parking: Employees shall be reimbursed for the cost of parking while attending a meeting, conference, seminar, etc. with the exception of long term parking at an airport or train station.

H. Extended Travel: When extended travel is required, the employee may be authorized time for the day before and/or the day following the conference.

506.04 TRAVEL WITH SPOUSE, FAMILY MEMBERS, ETC.

Employees are permitted to combine personal travel with business travel, as long as time away from work is approved, and it will not interfere with successful completion of business objectives.

The County will reimburse only those expenses incurred by the employee or official. Any other expenses will be the responsibility of the employee.

506.05 REPORTING

When travel is completed, employees are to submit completed travel and expense reports within sixty (60) days, unless further restricted by department. All expenses are to be listed on a County expense claim form. Expenses listed on the claim form, but not accompanied by a receipt will not be reimbursed. Hand written receipts made out by the employee are not acceptable. The claim form, with all receipts and documents attached, shall be submitted to the department head for approval. Upon approval by the department head, the claim form shall be forwarded to the department's designated authority for reimbursement. Reports shall be accompanied by the following:

A. Mileage. Document date, purpose and location, including total miles traveled to and from the conference, workshop, seminar, or meeting site.
B. Meals. Submit detailed receipts that include the meal location, time, and price of menu items ordered.
C. Lodging. Include the hotel bill, or credit card slip/bill, identifying the room charges
D. Transportation. Attach a copy of the billing. If transportation expenses were paid by credit card, attach a copy of the credit card bill with travel fare highlighted.
E. Any other authorized expense not detailed here must be accompanied by a receipt.

506.06 VIOLATIONS

Any employee or official found violating this policy or making false claims shall be subject to disciplinary action and/or applicable state or federal laws.

MOTOR POOL VEHICLE USAGE

The County has created a motor pool for the purpose of allowing employees to utilize county owned vehicles when performing duties required of them by their employment with the County.

All County staff within a department that does not have a designated pool of vehicles is to utilize a County vehicle when available, for all County-related business, training, conferences, and meetings. When a County-related event occurs closer to the home of the employee or due to the timing of the event use of a county vehicle does not make sense, then the employee may seek mileage reimbursement at the rate set by the County Board.

All County Health and Human Service non-exempt staff is required to drive an HHS designated vehicle, when available, for all County-related business of 50 miles or more, round trip per day.
When an employee is seeking reimbursement they must complete a Mileage Reimbursement Form, on that form they must identify that they made reasonable attempts to request a County vehicle, but one was not available; or indicate why the use of the County Vehicle was not applicable to their situation.

PROCESS AND PROCEDURES:
Staff should review all information before sending a request to reserve a vehicle.

1. All County vehicles will be operated under County policies. Vehicle Reservation directions can be found on the last page of this document. You will be notified whether or not your request has been approved. You will obtain the vehicle key from the front lobby receptionist. At that time, you will be required to sign a form indicating that you have received the keys and if applicable, the vehicle log. That form will include the following statement: "By signing this form I am declaring that I have a valid driver's license in the State of Minnesota. That I understand that this is a privilege to use a County Vehicle and understand that privilege may be revoked by the County at any time." Once you have entered the vehicle you are to confirm mileage listed in the logbook, and when trip is concluded mileage shall be entered into the logbook. In the event that the mileage does not correspond, please record correct mileage and report that when you return the vehicle to the County.

   All vehicles must be reserved in advance. The vehicles may not be signed out by any party(ies) for more than five (5) days of sequential use.

2. Reporting Mechanical Defects:
   County staff is to report all vehicle mechanical defects immediately or upon return to the office. HHS staff shall report defects to the Agency Support Unit/Office Manager; GC staff shall report defects to the lobby receptionist.

3. Refueling Vehicles:
   Staff reserving vehicles will be responsible for fueling County-owned vehicles at the Wright County Highway Department, *1901 Highway 25 North, Buffalo, MN 55313. Pumps are located on the east side of the main office building, facing Highway 25. Staff are able to fuel vehicles 24-hours a day, seven days a week.*

   Staff is required to refuel the vehicle at the Highway Department when the fuel indicator registers **½ of a tank or less** before returning the Vehicle.

Laminated directions can be found in the glove box of each vehicle along with the gas key (FOB).

4. All reservations will be on a first come first-come, first-served basis.

Exceptions:

- Transporting clients will take precedence over group/individual use.
- Group reservations will take precedence over individuals.
- A reservation request by a department that already has designated vehicles will be considered secondary.

The vehicles must be used by groups of staff when mutually going to the same destination. If a vehicle is not available for such group trips, the members of the group must car-pool these trips in one staff vehicle, whenever possible. If two or more reservation requests are simultaneous, priority will be the greatest distance to be driven.

If any kind of reservation dispute arises, the designated vehicle reservation contact will request an available supervisor to resolve the dispute.

5. V ehicles will be parked in a designated parking space and must be returned to that same location upon completion of their use. The vehicle may be taken overnight to a staff person's home ONLY with a supervisor's approval. When a vehicle is taken home by a staff person, the vehicle may not be driven for any personal use. If returning a vehicle after hours, the keys with mileage log are to be deposited in the appropriate building's drop box.
6. The vehicle will have insurance information and mechanical breakdown road service instructions in the glove compartment. The staff person utilizing the vehicle will be responsible for ensuring that they have adequate gas in the vehicle before leaving for their location. In the event that the driver requires additional gas, the driver should put in enough fuel to complete their trip and return to the Highway Department to fill the vehicle. The Staff person shall submit their receipt(s) with an Expense Reimbursement Form. Traffic violation citations are always the responsibility of the vehicle's driver. All occupants must wear seat belts. Vehicle lights will be on whenever driven. There will be NO SMOKING in the vehicles. Upon completion of use, the vehicle must be clean and cleared of all debris, wastepaper, etc. Any operational or damage problems must be reported to the Receptionist after returning the vehicle.

7. On the day when a vehicle is reserved, and a snow storm or icy conditions exist (or are threatening to occur, as notified by a "warning" or "watch" announcement from radio or television weather reports), staff <u>with supervisory approval</u> – may cancel their vehicle reservation, and if preferred, drive their personal vehicle and claim mileage expense reimbursement. Preference would be that if the employee is uncomfortable driving the County vehicle the trip should be canceled.

   WHEN INCLEMENT WEATHER CONDITIONS EXIST OR ARE LIKELY, THE PRUDENT DECISION MAY BE TO CANCEL THE TRIP.

CRASH OR MECHANICAL BREAKDOWN:

Please note: The following procedures apply to all County-owned vehicles:

Throughout the cold weather season (November 1-March 30), each vehicle will be equipped with a winter emergency kit.

A driver of the vehicle is NOT to use or talk on a cell phone while driving the vehicle, unless an emergency 911 call must be made. Please refer to Personnel Policy 711 Acceptable Use of Technology, 711.08, c, 1, iii.

County insurance information, including an Incident Record Form is located in the glove compartment of each vehicle. This card instructs staff on what to do in the event of an accident. It is critical that staff follow these instructions.

If a staff person is driving a vehicle and it becomes immobilized because of a crash or mechanical failure, the driver will call the designated towing service. The contact information for the towing companies will be kept in the glove compartment of the vehicle.

- If the incident occurs within Wright County, the driver shall notify the closest towing service as identified on the list to have the vehicle towed to the County Highway garage in Buffalo.
- In the event that the incident occurs outside of Wright County, Junction Towing shall be utilized.

In situations where roadside assistance is needed, i.e. flat tie, or a dead battery, the driver should follow the same procedure in contacting the nearest towing service. Staff persons calling the towing company for assistance must specify that the services requested are for a County-owned vehicle.

Upon mechanical breakdown, County staff will have the option of riding back to Buffalo with the Towing Company. If an alternative method of transportation is required in order to reach their destination, staff must contact their Supervisor to discuss the situation and obtain supervisory approval regarding other transportation methods, such as securing a rental car to complete the trip. The cost of this alternative method of transportation may need to be covered by the staff person and submitted to the County for reimbursement.

VEHICLE RESERVATION PROCESS

The vehicle reservation process will be handled through SharePoint. .

Health and Human Services:
Follow link - http://wrightnet/departments/humanservices/OfficeSupport/Lists/HSVehicleReservations

> HHSStaff - If four or more persons need to ride together to a same location, and all Agency vehicles are currently in use, staff must check with the HSC receptionist to determine if the Highway Department van may be reserved for this trip. Upon availability, the receptionist will facilitate the scheduling of the van with the Highway Department and assure that van is delivered to the HSC parking lot in time for the scheduled trip.

Government Center Reservations: Follow link -
http://wrightnet/departments/administration/Lists/VehicleReservation/CurrentItems.aspx

Click on - Add new item

Submit Vehicle Request screen will appear. Complete all required fields, when completed hit Save. This will forward your request to your Department head and the receptionist.

You will receive a response back alerting you that your request has been successfully submitted.

You should receive a response within 15 minutes of submittal indicating that your reservation has been approved or denied. If it is denied, a reason for denial will be provided to you.

If you find that you need to cancel this request you may go to your online form via the approved email by clicking on the "here" to view your form. Click on the "Edit Item" button in top left corner, this will allow you to cancel your request. If you need to change your request, you will need to cancel your first request and then submit a new reservation request.

WAYS & MEANS COMMITTEE
MINUTES
JANUARY 13, 2016

MEMBERS PRESENT: Sawatzke, Husom, and Vergin (for Kelly)

OTHERS PRESENT: None

Motor Pool Year End Recap (Laid over from 11/18/15

Vergin provided updated information through the end of 2015, as requested from the meeting of November 18, 2015. Discussion included the comparison of the cost to operate the motor pool versus the IRS mileage rate, and the rate of reimbursement by the County. Discussed if at this time it would be appropriate to consider the addition of vehicles to the motor pool.

Recommendation:

Direct Staff to seek additional information on the costs incurred by other departments within the County that have their own vehicles. Costs should include all operating costs, including deprecation and insurance. Compare those costs to the costs of operating the motor pool. Bring the findings back to Committee in late February.

DRAFT

I-94 West Chamber of Commerce
Grand Casino Mille Lacs & Hinckley

2015 State of the Cities Luncheon
Tuesday, January 26, 2016
11:30 am to 1:30 pm

St. Michael City Center :: 11800 Town Center Drive, St. Michael
$30– Member :: $45 – Non-Member

Join us for the Annual State of the Cities Luncheon,
a unique opportunity to hear from the Mayors and City Administrators
of the I-94 West Chamber of Commerce communities.

City leaders will provide an overview of their communities,
share the year in review, and offer a picture of the year ahead.
There will be time available for questions from the audience.

This is an important event for our business community – don't miss it!

Lunch catered by The River Inn of Hanover

Reminder! Register and Pay Online

djhartley@i94westchamber.org ::
phone 763-428-2921

River Inn
Hanover, MN
763-498-7335
"Something for Everyone"
Burgers, Pizza & More...
11220 River Rd NE, Hanover

NAME/COMPANY:		
ATTENDEES:		
PAYMENT: Check enclosed :: VISA :: MasterCard		Total Amount Due:
Credit Card Number:		
Signature:		
Billing Zip Code:	Exp. Date:	3-Digit Code:

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		
2618	**CENTURYLINK**					
	01-005-000-0000-6203		1.04	63276699 2016	1362603613	TELEPHONE
2618	**CENTURYLINK**		**1.04**	**1** Transactions		
1344	**MARCO**					
	01-005-000-0000-6301		1.02	JAN 2016 PRINTER CHARGE	3048041	REPAIRS & MAINTENANCE
	01-005-000-0000-6301	AP	2.00	PRINTER OVERAGE CHARGE 07/01/2015 12/31/2015	3048042	REPAIRS & MAINTENANCE
1344	**MARCO**		**3.02**	**2** Transactions		
2490	**UNITED PARCEL SERVICE**					
	01-005-000-0000-6205		1.39	SHIPPING	2016	POSTAGE
2490	**UNITED PARCEL SERVICE**		**1.39**	**1** Transactions		
5	**DEPT Total:**		**5.45**	**COUNTY BOARD**	**3 Vendors**	**4 Transactions**
13	DEPT			COURT ADMINISTRATOR		
2618	**CENTURYLINK**					
	01-013-000-0000-6203		59.85	63276699 2016	1362603613	TELEPHONE
2618	**CENTURYLINK**		**59.85**	**1** Transactions		
1203	**GABRIEL/CATHLEEN**					
	01-013-000-0000-6270	AP	100.00	PR 15 6404 12/31/2015 12/31/2015		COURT APPOINTED COUNSEL
	01-013-000-0000-6270	AP	100.00	PR 15 6423 12/31/2015 12/31/2015		COURT APPOINTED COUNSEL
	01-013-000-0000-6270	AP	100.00	PR 15 6102 12/30/2015 12/30/2015		COURT APPOINTED COUNSEL
1203	**GABRIEL/CATHLEEN**		**300.00**	**3** Transactions		
4081	**MITZI MELLOTT LAW OFFICE**					
	01-013-000-0000-6261	AP	148.75	PR 15 4946 HOURLY 09/07/2015 11/30/2015		PROFESSIONAL SERVICES
4081	**MITZI MELLOTT LAW OFFICE**		**148.75**	**1** Transactions		
2513	**PURICK/RYAN**					
	01-013-000-0000-6270		100.00	FA 09 709 07/07/2016		COURT APPOINTED COUNSEL
	01-013-000-0000-6270		100.00	FA 11 1802 01/7/2016		COURT APPOINTED COUNSEL

Copyright 2010 Integrated Financial Systems

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name
	01-013-000-0000-6270		100.00	FA 15 4467 01/07/2016		COURT APPOINTED COUNSEL
2513	**PURICK/RYAN**		**300.00**	**3** Transactions		
5741	**RICHARDS/THOMAS W**					
	01-013-000-0000-6270	AP	100.00	PR 15 5536		COURT APPOINTED COUNSEL
				11/09/2015 11/09/2015		
5741	**RICHARDS/THOMAS W**		**100.00**	**1** Transactions		
3142	**SETTER/RANDI**					
	01-013-000-0000-6270		100.00	FA 08 1422 01/07/2016		COURT APPOINTED COUNSEL
	01-013-000-0000-6270		100.00	F4 87 752 01/07/2016		COURT APPOINTED COUNSEL
3142	**SETTER/RANDI**		**200.00**	**2** Transactions		
2490	**UNITED PARCEL SERVICE**					
	01-013-000-0000-6205		1.39	SHIPPING	2016	POSTAGE
2490	**UNITED PARCEL SERVICE**		**1.39**	**1** Transactions		
13	**DEPT Total:**		**1,109.99**	**COURT ADMINISTRATOR**	**7 Vendors**	**12 Transactions**
25	DEPT			COURT SERVICES		
207	**ASSOCIATION OF MN COUNTIES**					
	01-025-000-0000-6334	AP	150.00	AMC AWARDS BANQUET X5	43916	MEALS
				12/03/2015 12/03/2015		
207	**ASSOCIATION OF MN COUNTIES**		**150.00**	**1** Transactions		
2618	**CENTURYLINK**					
	01-025-000-0000-6203		112.43	63276699 2016	1362603613	TELEPHONE
2618	**CENTURYLINK**		**112.43**	**1** Transactions		
1344	**MARCO**					
	01-025-000-0000-6301		283.42	JAN 2016 PRINTER CHARGE	3048041	REPAIRS & MAINTENANCE
1344	**MARCO**		**283.42**	**1** Transactions		
46490	**MINNESOTA MONITORING**					
	01-025-000-0000-6265	AP	501.00	DEC 2015 JUV CORR EHM FEES	2032	DETENTION
	01-025-000-0000-6265	AP	357.00	DEC 2015 JUV DTN EHM FEES	2033	DETENTION
46490	**MINNESOTA MONITORING**		**858.00**	**2** Transactions		
284	**MN COUNTIES COMPUTER COOPERATIVE**					

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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
	01-025-000-0000-6620		1,300.00	2016 CORRECTIONS GROUP DUES	2Y1601145	COMPUTER OR SOFTWARE PURCHASES
	01-025-000-0000-6620		11,183.54	2016 CORRECTIONS USER GROUP	2Y1601145	COMPUTER OR SOFTWARE PURCHASES
284	**MN COUNTIES COMPUTER COOPERATIVE**		**12,483.54**	**2** Transactions		
6704	**PRAIRIE LAKES YOUTH PROGRAMS**					
	01-025-000-0000-6265	AP	2,167.00	DEC 2015 JUV DET FEES	15507	DETENTION
6704	**PRAIRIE LAKES YOUTH PROGRAMS**		**2,167.00**	**1** Transactions		
2490	**UNITED PARCEL SERVICE**					
	01-025-000-0000-6205		1.39	SHIPPING	2016	POSTAGE
2490	**UNITED PARCEL SERVICE**		**1.39**	**1** Transactions		
4628	**VERIZON WIRELESS**					
	01-025-000-0000-6203	AP	577.19	887189319 12/02/2015 01/01/2016		TELEPHONE
4628	**VERIZON WIRELESS**		**577.19**	**1** Transactions		
25	**DEPT Total:**		**16,632.97**	**COURT SERVICES**	**8 Vendors**	**10 Transactions**
31	DEPT			COUNTY COORDINATOR		
2618	**CENTURYLINK**					
	01-031-000-0000-6203		16.78	63276699 2016	1362603613	TELEPHONE
2618	**CENTURYLINK**		**16.78**	**1** Transactions		
1344	**MARCO**					
	01-031-000-0000-6301		12.33	JAN 2016 PRINTER CHARGE	3048041	REPAIRS & MAINTENANCE
	01-031-000-0000-6301	AP	17.42	PRINTER OVERAGE CHARGE 07/01/2015 12/31/2015	3048042	REPAIRS & MAINTENANCE
1344	**MARCO**		**29.75**	**2** Transactions		
3218	**MN COUNTIES HUMAN RESOURCE MANAG**					
	01-031-000-0000-6245		100.00	RENEWAL HR DIRECTOR 2016	9743	MEMBERSHIPS, DUES & FEES
3218	**MN COUNTIES HUMAN RESOURCE MANAG**		**100.00**	**1** Transactions		
3764	**MN PRIMA**					
	01-031-000-0000-6245		50.00	2016 ANNUAL DUES		MEMBERSHIPS, DUES & FEES
3764	**MN PRIMA**		**50.00**	**1** Transactions		
2490	**UNITED PARCEL SERVICE**					

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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
	01-031-000-0000-6205		1.39	SHIPPING	2016	POSTAGE
2490	**UNITED PARCEL SERVICE**		**1.39**	**1** Transactions		
4628	**VERIZON WIRELESS**					
	01-031-000-0000-6203	AP	50.77	887189319		TELEPHONE
				12/02/2015 01/01/2016		
4628	**VERIZON WIRELESS**		**50.77**	**1** Transactions		
31	**DEPT Total:**		**248.69**	**COUNTY COORDINATOR**	**6 Vendors**	**7 Transactions**
41	DEPT			COUNTY AUDITOR-TREASURER		
2618	**CENTURYLINK**					
	01-041-000-0000-6203		37.39	63276699 2016	1362603613	TELEPHONE
2618	**CENTURYLINK**		**37.39**	**1** Transactions		
1344	**MARCO**					
	01-041-000-0000-6301		171.67	JAN 2016 PRINTER CHARGE	3048041	REPAIRS & MAINTENANCE
	01-041-000-0000-6301	AP	35.99	PRINTER OVERAGE CHARGE	3048042	REPAIRS & MAINTENANCE
				07/01/2015 12/31/2015		
1344	**MARCO**		**207.66**	**2** Transactions		
284	**MN COUNTIES COMPUTER COOPERATIVE**					
	01-041-000-0000-6260	AP	6.65	4TH QTR FINANCE SHARED MTG EXP	2Y1601410	SOFTWARE OR SYSTEMS SUPPORT
				10/01/2015 12/01/2015		
	01-041-000-0000-6260	AP	101.58	4TH QTR TAX SHARED MTG EXP	2Y1601410	SOFTWARE OR SYSTEMS SUPPORT
				10/01/2015 12/01/2015		
284	**MN COUNTIES COMPUTER COOPERATIVE**		**108.23**	**2** Transactions		
6002	**PAKOR INC**					
	01-041-000-0000-6411	AP	528.13	PASSPORT MEDIA PAPER	8016090	OPERATING SUPPLIES
				12/30/2015 12/30/2015		
6002	**PAKOR INC**		**528.13**	**1** Transactions		
1004	**RINKE-NOONAN**					
	01-041-000-0000-6338		190.00	DRAINAGE/WETLAND SEMINAR X2	2016	CONFERENCES & MEETINGS
1004	**RINKE-NOONAN**		**190.00**	**1** Transactions		
58254	**ST CLOUD STAMP & SIGN INC**					
	01-041-000-0000-6411	AP	189.15	SEAL ELR X2	184759	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
				12/09/2015 12/09/2015		
58254	**ST CLOUD STAMP & SIGN INC**		**189.15**	**1** Transactions		
2490	**UNITED PARCEL SERVICE**					
	01-041-000-0000-6205		1.39	SHIPPING	2016	POSTAGE
2490	**UNITED PARCEL SERVICE**		**1.39**	**1** Transactions		
4628	**VERIZON WIRELESS**					
	01-041-000-0000-6203	AP	60.77	887189319		TELEPHONE
				12/02/2015 01/01/2016		
4628	**VERIZON WIRELESS**		**60.77**	**1** Transactions		
41	**DEPT Total:**		**1,322.72**	**COUNTY AUDITOR-TREASURER**	**8 Vendors**	**10 Transactions**
63	DEPT			IT (INFORMATIONAL TECHNOLOGY)		
2618	**CENTURYLINK**					
	01-063-000-0000-6203		18.89	63276699 2016	1362603613	TELEPHONE
2618	**CENTURYLINK**		**18.89**	**1** Transactions		
1344	**MARCO**					
	01-063-000-0000-6301		14,619.00	SMARTNET MAINT 2016	3039529	EQUIPMENT MAINTENANCE
	01-063-000-0000-6301		33.00	JAN 2016 PRINTER CHARGE	3048041	EQUIPMENT MAINTENANCE
1344	**MARCO**		**14,652.00**	**2** Transactions		
6915	**OFFICE OF MN IT SERVICES**					
	01-063-000-0000-6261	DTG	2,100.00	NETWORK CHARGES DEC 2015	15120482	PROFESSIONAL SERVICES
				12/01/2015 12/01/2015		
6915	**OFFICE OF MN IT SERVICES**		**2,100.00**	**1** Transactions		
3763	**TAGARRO/ADAM**					
	01-063-000-0000-6331	AP	147.00	294 MILES		TRAVEL
				12/08/2015 12/10/2015		
	01-063-000-0000-6331	AP	30.00	REIMBURSE PARKING X3		TRAVEL
				12/08/2015 12/10/2015		
3763	**TAGARRO/ADAM**		**177.00**	**2** Transactions		
2490	**UNITED PARCEL SERVICE**					
	01-063-000-0000-6261		1.39	SHIPPING	2016	PROFESSIONAL SERVICES

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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
2490	**UNITED PARCEL SERVICE**		**1.39**	**1** Transactions		
63	**DEPT Total:**		**16,949.28**	**IT (INFORMATIONAL TECHNOLOGY)**	**5 Vendors**	**7 Transactions**
71	DEPT			ELECTIONS		
2490	**UNITED PARCEL SERVICE**					
	01-071-000-0000-6205		1.39	SHIPPING	2016	POSTAGE
2490	**UNITED PARCEL SERVICE**		**1.39**	**1** Transactions		
71	**DEPT Total:**		**1.39**	**ELECTIONS**	**1 Vendors**	**1 Transactions**
91	DEPT			COUNTY ATTORNEY		
4072	**CARIVEAU/KRISTY**					
	01-091-000-0000-6245	AP	252.00	REIMBURSE ATTORNEY DUES 12/09/2015 12/09/2015		MEMBERSHIPS, DUES & FEES
4072	**CARIVEAU/KRISTY**		**252.00**	**1** Transactions		
2618	**CENTURYLINK**					
	01-091-000-0000-6203		48.49	63276699 2016	1362603613	TELEPHONE
2618	**CENTURYLINK**		**48.49**	**1** Transactions		
5578	**COUNTRY INN**					
	01-091-000-0000-6809	AP	293.37	MOTEL ROOM FOR WITNESSES 12/14/2015 12/14/2015		WITNESS FEES
5578	**COUNTRY INN**		**293.37**	**1** Transactions		
1344	**MARCO**					
	01-091-000-0000-6301		203.50	JAN 2016 PRINTER CHARGE	3048041	REPAIRS & MAINTENANCE
	01-091-000-0000-6301	AP	5.93	PRINTER OVERAGE CHARGE 07/01/2015 12/31/2015	3048042	REPAIRS & MAINTENANCE
1344	**MARCO**		**209.43**	**2** Transactions		
3921	**OFFICE DEPOT**					
	01-091-000-0000-6411		271.75	SUPPLIES 815357507001	2016	OPERATING SUPPLIES
	01-091-000-0000-6411		331.93	SUPPLIES 815357661001	2016	OPERATING SUPPLIES
3921	**OFFICE DEPOT**		**603.68**	**2** Transactions		
2144	**SANDQUIST/MICHELLE**					

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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
	01-091-000-0000-6331	AP	24.50	49 MILES 12/10/2015 12/10/2015		TRAVEL
	01-091-000-0000-6338	AP	15.00	REIMBURSE SEMINAR 12/10/2015 12/10/2015		CONFERENCES & MEETINGS
	01-091-000-0000-6233		525.10	REIMBURSE PHOTOS TRIAL	2016	PHOTOCOPYING
2144	**SANDQUIST/MICHELLE**		**564.60**	**3** Transactions		
2490	**UNITED PARCEL SERVICE**					
	01-091-000-0000-6205		1.39	SHIPPING	2016	POSTAGE
2490	**UNITED PARCEL SERVICE**		**1.39**	**1** Transactions		
6641	**WEST PAYMENT CENTER**					
	01-091-000-0000-6385	AP	1,063.90	DECEMBER BILLING 12/01/2015 12/31/2015	833212752	DATA PROCESSING
6641	**WEST PAYMENT CENTER**		**1,063.90**	**1** Transactions		
91	**DEPT Total:**		**3,036.86**	**COUNTY ATTORNEY**	**8 Vendors**	**12 Transactions**
100	DEPT			OTHER GENERAL GOVERNMENT		
4079	**EMANUELSON PODAS**					
	01-100-000-0000-6605	AP	1,198.75	PROFESSIONAL SERVICES GC 12/31/2015 12/31/2015	7875	SITE IMPROVEMENTS-COURTHOUSE
4079	**EMANUELSON PODAS**		**1,198.75**	**1** Transactions		
432	**MAXIMUS**					
	01-100-000-0000-6261	AP	6,175.00	2013 SERVICES	01	PROFESSIONAL SERVICES
	01-100-000-0000-6261	AP	6,175.00	2014 SERVICES	01	PROFESSIONAL SERVICES
432	**MAXIMUS**		**12,350.00**	**2** Transactions		
100	**DEPT Total:**		**13,548.75**	**OTHER GENERAL GOVERNMENT**	**2 Vendors**	**3 Transactions**
101	DEPT			COUNTY RECORDER		
2618	**CENTURYLINK**					
	01-101-000-0000-6203		2.51	63276699 2016	1362603613	TELEPHONE
2618	**CENTURYLINK**		**2.51**	**1** Transactions		
1344	**MARCO**					
	01-101-000-0000-6301		204.43	JAN 2016 PRINTER CHARGE	3048041	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
1344	**MARCO**		**204.43**	**1** Transactions		
3921	**OFFICE DEPOT**					
	01-101-000-0000-6411	AP	253.48	SUPPLIES 814792861001 12/31/2015 12/31/2015		OPERATING SUPPLIES
	01-101-000-0000-6411	AP	23.79	SUPPLIES 814792862001 12/31/2015 12/31/2015		OPERATING SUPPLIES
	01-101-000-0000-6411	AP	149.94	SUPPLIES 814792760001 12/31/2015 12/31/2015		OPERATING SUPPLIES
3921	**OFFICE DEPOT**		**427.21**	**3** Transactions		
2490	**UNITED PARCEL SERVICE**					
	01-101-000-0000-6205		1.39	SHIPPING	2016	POSTAGE
2490	**UNITED PARCEL SERVICE**		**1.39**	**1** Transactions		
101	**DEPT Total:**		**635.54**	**COUNTY RECORDER**	**4 Vendors**	**6 Transactions**
103	DEPT			SURVEYOR		
607	**BUFF N GLO INC**					
	01-103-000-0000-6452	AP	13.91	DEC 2015 CAR WASHES 12/31/2015 12/31/2015		VEHICLE MAINTENANCE
607	**BUFF N GLO INC**		**13.91**	**1** Transactions		
2618	**CENTURYLINK**					
	01-103-000-0000-6203		4.89	63276699 2016	1362603613	TELEPHONE
2618	**CENTURYLINK**		**4.89**	**1** Transactions		
97	**KLATT TRUE VALUE ELECTRIC**					
	01-103-000-0000-6411		3.78	SUPPLIES SURVEYOR 2016	59043	OPERATING SUPPLIES
97	**KLATT TRUE VALUE ELECTRIC**		**3.78**	**1** Transactions		
2490	**UNITED PARCEL SERVICE**					
	01-103-000-0000-6205		1.39	SHIPPING	2016	POSTAGE
2490	**UNITED PARCEL SERVICE**		**1.39**	**1** Transactions		
4628	**VERIZON WIRELESS**					
	01-103-000-0000-6203	AP	25.02	887189319 12/02/2015 01/01/2016		TELEPHONE
	01-103-000-0000-6203	AP	243.08	887189319		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
				12/02/2015 01/01/2016		
4628	**VERIZON WIRELESS**		**268.10**	**2** Transactions		
103	**DEPT Total:**		**292.07**	**SURVEYOR**	**5 Vendors**	**6 Transactions**
105	DEPT			ASSESSOR		
2618	**CENTURYLINK**					
	01-105-000-0000-6203		25.89	63276699 2016	1362603613	TELEPHONE
2618	**CENTURYLINK**		**25.89**	**1** Transactions		
198	**ENGEL/DALE L**					
	01-105-000-0000-6261	AP	400.00	PROFESSIONAL SERVICES		PROFESSIONAL SERVICES
				12/18/2015 12/29/2015		
	01-105-000-0000-6261		350.00	PROFESSIONAL SERVICES	2016	PROFESSIONAL SERVICES
198	**ENGEL/DALE L**		**750.00**	**2** Transactions		
1344	**MARCO**					
	01-105-000-0000-6301		43.33	JAN 2016 PRINTER CHARGE	3048041	REPAIRS & MAINTENANCE
1344	**MARCO**		**43.33**	**1** Transactions		
284	**MN COUNTIES COMPUTER COOPERATIVE**					
	01-105-000-0000-6260	AP	29.37	4TH QTR CAMA SHARED MTG EXP	2Y1601410	SOFTWARE OR SYSTEMS SUPPORT
				10/01/2015 12/01/2015		
284	**MN COUNTIES COMPUTER COOPERATIVE**		**29.37**	**1** Transactions		
1704	**PERFORMANCE OFFICE PAPERS**					
	01-105-000-0000-6411	AP	119.60	OFFICE SUPPLIES	35509900	OPERATING SUPPLIES
				12/31/2015 12/31/2015		
1704	**PERFORMANCE OFFICE PAPERS**		**119.60**	**1** Transactions		
2556	**PHILIPPI/CHASE**					
	01-105-000-0000-6245		100.00	REIMBURSE MAAO MEMBERSHIP	2016	MEMBERSHIPS, DUES & FEES
2556	**PHILIPPI/CHASE**		**100.00**	**1** Transactions		
5438	**PRASKA/TOM**					
	01-105-000-0000-6245		100.00	REIMBURSE MAAO MEMBERSHIP	2016	MEMBERSHIPS, DUES & FEES
5438	**PRASKA/TOM**		**100.00**	**1** Transactions		
2490	**UNITED PARCEL SERVICE**					

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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
	01-105-000-0000-6205		1.39	SHIPPING	2016	POSTAGE
2490	**UNITED PARCEL SERVICE**		**1.39**	**1** Transactions		
1537	**WRIGHT COUNTY JOURNAL PRESS**					
	01-105-000-0000-6235		39.00	SUBSCRIPTION	2016	PUBLICATIONS & BROCHURES
1537	**WRIGHT COUNTY JOURNAL PRESS**		**39.00**	**1** Transactions		
105	**DEPT Total:**		**1,208.58**	**ASSESSOR**	**9 Vendors**	**10 Transactions**
107	DEPT			PLANNING AND ZONING		
2618	**CENTURYLINK**					
	01-107-000-0000-6203		24.71	63276699 2016	1362603613	TELEPHONE
2618	**CENTURYLINK**		**24.71**	**1** Transactions		
1344	**MARCO**					
	01-107-000-0000-6301		9.17	JAN 2016 PRINTER CHARGE	3048041	REPAIRS & MAINTENANCE
1344	**MARCO**		**9.17**	**1** Transactions		
2843	**QUIGGLE/CHARLOTTE**					
	01-107-000-0000-6114	AP	180.00	BOARD OF ADJUSTMENT PER DIEM 10/02/2015 12/04/2015		PER DIEM-P & Z BOARD
	01-107-000-0000-6114	AP	45.00	90 MILES 10/02/2015 12/04/2015		PER DIEM-P & Z BOARD
2843	**QUIGGLE/CHARLOTTE**		**225.00**	**2** Transactions		
1688	**SCHULZ/CRAIG**					
	01-107-000-0000-6235		98.00	REIMBURSE PLUMBING CODE BOOK	2016	PUBLICATIONS & BROCHURES
1688	**SCHULZ/CRAIG**		**98.00**	**1** Transactions		
2490	**UNITED PARCEL SERVICE**					
	01-107-000-0000-6205		1.39	SHIPPING	2016	POSTAGE
2490	**UNITED PARCEL SERVICE**		**1.39**	**1** Transactions		
3611	**VARIDESK**					
	01-107-000-0000-6621	AP	460.00	PRO PLUS & MAT 11/05/2015 11/05/2015	14759	FURNITURE & EQUIPMENT
3611	**VARIDESK**		**460.00**	**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
107	**DEPT Total:**		**818.27**	**PLANNING AND ZONING**	**6 Vendors**	**7 Transactions**
111	DEPT			BUILDING CARE		
6156	**AMERIPRIDE SERVICES**					
	01-111-000-0000-6301	AP	105.38	UNIFORMS GC 12/01/2015	721550	REPAIRS & MAINTENANCE
	01-111-000-0000-6302	AP	55.22	UNIFORMS LEC 12/01/2015	721569	JAIL/LEC REPAIRS AND MAINTENANCE
	01-111-000-0000-6301	AP	104.78	UNIFORMS GC 12/08/2015	724298	REPAIRS & MAINTENANCE
	01-111-000-0000-6302	AP	55.22	UNIFORMS LEC 12/08/2015	724315	JAIL/LEC REPAIRS AND MAINTENANCE
	01-111-000-0000-6301	AP	104.78	UNIFORMS GC 12/15/2015	726854	REPAIRS & MAINTENANCE
	01-111-000-0000-6302	AP	55.25	UNIFORMS LEC 12/15/2015	726872	JAIL/LEC REPAIRS AND MAINTENANCE
	01-111-000-0000-6301	AP	104.78	UNIFORMS GC 12/22/2015	729387	REPAIRS & MAINTENANCE
	01-111-000-0000-6302	AP	55.25	UNIFORMS LEC 12/22/2015	729414	JAIL/LEC REPAIRS AND MAINTENANCE
6156	**AMERIPRIDE SERVICES**		**640.66**	**8** Transactions		
1075	**BUFFALO/CITY OF**					
	01-111-000-0000-6251	DTG	192.90	01 147020 03 10/31/2015 11/30/2015		UTILITY SERVICES
	01-111-000-0000-6251	DTG	1,600.00	02 068010 00 10/31/2015 11/30/2015		UTILITY SERVICES
	01-111-000-0000-6251	DTG	7.96	01 001100 00 10/31/2015 11/30/2015		UTILITY SERVICES
	01-111-000-0000-6251	DTG	3,058.11	08 052100 03 10/31/2015 11/30/2015		UTILITY SERVICES
	01-111-000-0000-6251	DTG	5,173.39	02 069000 00 10/31/2015 11/30/2015		UTILITY SERVICES
	01-111-000-0000-6251	DTG	10,721.60	02 068000 00 10/31/2015 11/30/2015		UTILITY SERVICES
	01-111-000-0000-6252	DTG	38.03	11 059855 00 10/31/2015 11/30/2015		JAIL/LEC UTILITY SERVICES
	01-111-000-0000-6252	DTG	21.82	27 009020 00 08/18/2015 11/27/2015		JAIL/LEC UTILITY SERVICES
1075	**BUFFALO/CITY OF**		**20,813.81**	**8** Transactions		
5196	**CLIMATE AIR**					
	01-111-000-0000-6301	AP	553.40	REPAIRS HEATING GC 12/31/2015 12/31/2015	36370	REPAIRS & MAINTENANCE
	01-111-000-0000-6302	AP	8,890.91	REPAIRS HEAT PUMPS LEC 12/31/2015 12/31/2015	36384	JAIL/LEC REPAIRS AND MAINTENANCE
	01-111-000-0000-6301	AP	237.50	REPAIRS STEAM BOILER GC	36387	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
				12/31/2015 12/31/2015		
	01-111-000-0000-6301	AP	743.40	REPAIRS JUDGES GC	36389	REPAIRS & MAINTENANCE
				12/31/2015 12/31/2015		
	01-111-000-0000-6301		667.85	REPAIRS HEAT PUMP GC 2016	36472	REPAIRS & MAINTENANCE
5196	**CLIMATE AIR**		**11,093.06**	**5** Transactions		
4816	**EMEDCO**					
	01-111-000-0000-6411		63.87	SUPPLIES 2016	939747147	OPERATING SUPPLIES
4816	**EMEDCO**		**63.87**	**1** Transactions		
24145	**GENERAL OFFICE PRODUCTS COMPANY**					
	01-111-000-0000-6302	AP	143.00	SUPPLIES	400712	JAIL/LEC REPAIRS AND MAINTENANCE
				12/30/2015 12/30/2015		
24145	**GENERAL OFFICE PRODUCTS COMPANY**		**143.00**	**1** Transactions		
2812	**GRAINGER**					
	01-111-000-0000-6302		109.68	SUPPLIES LEC 2016	9929318237	JAIL/LEC REPAIRS AND MAINTENANCE
2812	**GRAINGER**		**109.68**	**1** Transactions		
2884	**GREEN INTERIORS**					
	01-111-000-0000-6301		450.00	MONTHLY PLANT SERVICE GC 2016	200625	REPAIRS & MAINTENANCE
2884	**GREEN INTERIORS**		**450.00**	**1** Transactions		
2001	**HILLYARD INC - MINNEAPOLIS**					
	01-111-000-0000-6411	AP	4,579.67	SUPPLIES	601905871	OPERATING SUPPLIES
				12/29/2015 12/29/2015		
	01-111-000-0000-6412	AP	4,360.70	SUPPLIES	601910489	JAIL/LEC OPERATING SUPPLIES
				12/31/2015 12/31/2015		
	01-111-000-0000-6411		467.48	SUPPLIES 2016	601917718	OPERATING SUPPLIES
	01-111-000-0000-6411	AP	102.60	SUPPLIES	700215832	OPERATING SUPPLIES
				12/30/2015 12/30/2015		
2001	**HILLYARD INC - MINNEAPOLIS**		**9,510.45**	**4** Transactions		
33159	**INDIANHEAD SPECIALTY CO INC**					
	01-111-000-0000-6301		75.45	SIGNS LAW LIBRARY 2016	350823	REPAIRS & MAINTENANCE
33159	**INDIANHEAD SPECIALTY CO INC**		**75.45**	**1** Transactions		
2693	**LOBERG ELECTRIC**					
	01-111-000-0000-6301	AP	143.69	REPAIRS HEATER GC		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
				12/31/2015 12/31/2015		
	01-111-000-0000-6301	AP	263.00	REPAIRS MUFFIN MONSTER GC	23757	REPAIRS & MAINTENANCE
				12/31/2015 12/31/2015		
	01-111-000-0000-6301	AP	68.00	REPAIRS BALLASTS GC	23758	REPAIRS & MAINTENANCE
				12/31/2015 12/31/2015		
2693	**LOBERG ELECTRIC**		**474.69**	**3** Transactions		
1344	**MARCO**					
	01-111-000-0000-6301	AP	0.55	PRINTER OVERAGE CHARGE	3048042	REPAIRS & MAINTENANCE
				07/01/2015 12/31/2015		
1344	**MARCO**		**0.55**	**1** Transactions		
7510	**MENARDS - BUFFALO**					
	01-111-000-0000-6302		11.88	SUPPLIES 2016	3428	JAIL/LEC REPAIRS AND MAINTENANCE
	01-111-000-0000-6301		94.04	SUPPLIES 2016	3558	REPAIRS & MAINTENANCE
	01-111-000-0000-6302		31.14	SUPPLIES 2016	3582	JAIL/LEC REPAIRS AND MAINTENANCE
7510	**MENARDS - BUFFALO**		**137.06**	**3** Transactions		
970	**STATE SUPPLY CO**					
	01-111-000-0000-6301		124.88	SUPPLIES 2016	489280	REPAIRS & MAINTENANCE
970	**STATE SUPPLY CO**		**124.88**	**1** Transactions		
3741	**WASTE MANAGEMENT OF WI-MN**					
	01-111-000-0000-6251		1,232.80	WASTE DISPOSAL HSC 2016	687596915938	UTILITY SERVICES
	01-111-000-0000-6251		813.10	WASTE DISPOSAL GC 2016	687599115932	UTILITY SERVICES
	01-111-000-0000-6252		311.38	WASTE DISPOSAL LEC 2016	687601115938	JAIL/LEC UTILITY SERVICES
3741	**WASTE MANAGEMENT OF WI-MN**		**2,357.28**	**3** Transactions		
1535	**WRIGHT HENNEPIN ELECTRIC**					
	01-111-000-0000-6251		19.95	150 1688 8215	2016	UTILITY SERVICES
	01-111-000-0000-6251		252.95	150 1683 1028	2016	UTILITY SERVICES
	01-111-000-0000-6252		45.90	150 1690 5904	2016	JAIL/LEC UTILITY SERVICES
	01-111-000-0000-6252		44.00	150 1690 5805	2016	JAIL/LEC UTILITY SERVICES
	01-111-000-0000-6252		47.95	150 1683 4363	2016	JAIL/LEC UTILITY SERVICES
1535	**WRIGHT HENNEPIN ELECTRIC**		**410.75**	**5** Transactions		
1797	**ZIEGLER INC**					
	01-111-000-0000-6302		5,538.68	GENSET SERVICE LEC 2016	9429902	JAIL/LEC REPAIRS AND 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
1797	**ZIEGLER INC**		**5,538.68**	**1** Transactions		
111	**DEPT Total:**		**51,943.87**	**BUILDING CARE**	**16 Vendors**	**47 Transactions**
121	DEPT			VETERANS SERVICE		
2618	**CENTURYLINK**					
	01-121-000-0000-6203		8.85	63276699 2016	1362603613	TELEPHONE
2618	**CENTURYLINK**		**8.85**	**1** Transactions		
1344	**MARCO**					
	01-121-000-0000-6301		27.51	JAN 2016 PRINTER CHARGE	3048041	REPAIRS & MAINTENANCE
	01-121-000-0000-6301	AP	75.99	PRINTER OVERAGE CHARGE 07/01/2015 12/31/2015	3048042	REPAIRS & MAINTENANCE
1344	**MARCO**		**103.50**	**2** Transactions		
2490	**UNITED PARCEL SERVICE**					
	01-121-000-0000-6205		1.39	SHIPPING	2016	POSTAGE
2490	**UNITED PARCEL SERVICE**		**1.39**	**1** Transactions		
121	**DEPT Total:**		**113.74**	**VETERANS SERVICE**	**3 Vendors**	**4 Transactions**
201	DEPT			SHERIFF		
607	**BUFF N GLO INC**					
	01-201-000-0000-6452	AP	82.24	DEC 2015 CAR WASHES 12/31/2015 12/31/2015		VEHICLE MAINTENANCE
607	**BUFF N GLO INC**		**82.24**	**1** Transactions		
4902	**BURDAS TOWING**					
	01-201-000-0000-6261		240.00	16000040 2016	034479	PROFESSIONAL SERVICES
4902	**BURDAS TOWING**		**240.00**	**1** Transactions		
2609	**CENTURYLINK**					
	01-201-000-0000-6301		70.54	612 B60 0057 390	2016	REPAIRS & MAINTENANCE
2609	**CENTURYLINK**		**70.54**	**1** Transactions		
2618	**CENTURYLINK**					
	01-201-000-0000-6203		152.60	63276699 2016	1362603613	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
2618	**CENTURYLINK**		**152.60**	**1** Transactions		
950	**COTTEN/DANIEL**					
	01-201-000-0000-6411		125.27	REIMBURSE K9 MATERIALS	2016	OPERATING SUPPLIES
	01-201-000-0000-6411		71.83	REIMBURSE K9 MATERIALS	2016	OPERATING SUPPLIES
950	**COTTEN/DANIEL**		**197.10**	**2** Transactions		
3618	**GRABAR VOICE AND DATA INC**					
	01-201-000-0000-6260	AP	16,214.00	DRAGON DICTATION SOFTWARE 02/18/2015 02/18/2016	10465	SOFTWARE OR SYSTEMS SUPPORT
3618	**GRABAR VOICE AND DATA INC**		**16,214.00**	**1** Transactions		
33192	**INTEREUM INC**					
	01-201-000-0000-6411	AP	44.16	SUPPLIES 12/31/2015 12/31/2015	113373	OPERATING SUPPLIES
33192	**INTEREUM INC**		**44.16**	**1** Transactions		
3852	**JACK'S OF COKATO INC**					
	01-201-000-0000-6452	AP	42.20	DEC 2015 CAR WASHES 12/31/2015 12/31/2015		VEHICLE MAINTENANCE
3852	**JACK'S OF COKATO INC**		**42.20**	**1** Transactions		
1344	**MARCO**					
	01-201-000-0000-6301		797.92	JAN 2016 PRINTER CHARGE	3048041	REPAIRS & MAINTENANCE
1344	**MARCO**		**797.92**	**1** Transactions		
1048	**MARTIN-MCALLISTERS CONSULTING**					
	01-201-000-0000-6261	AP	1,350.00	EVALUATIONS 12/31/2015 12/31/2015	10212	PROFESSIONAL SERVICES
1048	**MARTIN-MCALLISTERS CONSULTING**		**1,350.00**	**1** Transactions		
7510	**MENARDS - BUFFALO**					
	01-201-000-0000-6411	AP	64.51	SUPPLIES 11/18/2015 11/18/2015	99795	OPERATING SUPPLIES
7510	**MENARDS - BUFFALO**		**64.51**	**1** Transactions		
3921	**OFFICE DEPOT**					
	01-201-000-0000-6411	AP	58.36	SUPPLIES 814826252001 12/31/2015 12/31/2015		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
	01-201-000-0000-6411		51.27	SUPPLIES 814826252002	2016	OPERATING SUPPLIES
3921	**OFFICE DEPOT**		**109.63**	**2** Transactions		
6161	**PERFORMANCE KENNELS INC**					
	01-201-000-0000-6261		103.20	K9 MAINT 2016	2752	PROFESSIONAL SERVICES
6161	**PERFORMANCE KENNELS INC**		**103.20**	**1** Transactions		
3235	**ROGERS AMOCO**					
	01-201-000-0000-6452	AP	50.00	DEC 2015 CAR WASHES 12/31/2015 12/31/2015		VEHICLE MAINTENANCE
3235	**ROGERS AMOCO**		**50.00**	**1** Transactions		
68	**USPCA REGION 12**					
	01-201-000-0000-6245		50.00	2016 K0 MEMBER DUES TESTER	2016	MEMBERSHIPS, DUES & FEES
	01-201-000-0000-6245		50.00	2016 K0 MEMBER DUES COTTEN	2016	MEMBERSHIPS, DUES & FEES
	01-201-000-0000-6804		60.00	K9 CERTIFICATION COTTEN	2016	STAFF TRAINING
	01-201-000-0000-6804		60.00	K9 CERTIFICATION TESTER	2016	STAFF TRAINING
68	**USPCA REGION 12**		**220.00**	**4** Transactions		
4628	**VERIZON WIRELESS**					
	01-201-000-0000-6203	AP	383.42	887189319 12/02/2015 01/01/2016		TELEPHONE
4628	**VERIZON WIRELESS**		**383.42**	**1** Transactions		
201	**DEPT Total:**		**20,121.52**	**SHERIFF**	**16 Vendors**	**21 Transactions**
250	DEPT			SHERIFF-CORRECTIONS		
6158	**ARAMARK SERVICES INC**					
	01-250-000-0000-6459	AP	7,063.90	INMATE MEALS 12/24-12/30/15	200723300	LAW ENFORCE-JAIL FOOD-LAUNDRY
6158	**ARAMARK SERVICES INC**		**7,063.90**	**1** Transactions		
2618	**CENTURYLINK**					
	01-250-000-0000-6203		75.57	63276699 2016	1362603613	TELEPHONE
2618	**CENTURYLINK**		**75.57**	**1** Transactions		
1344	**MARCO**					
	01-250-000-0000-6301		271.33	JAN 2016 PRINTER CHARGE	3048041	REPAIRS & MAINTENANCE
	01-250-000-0000-6301	AP	198.36	PRINTER OVERAGE CHARGE 07/01/2015 12/31/2015	3048042	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
1344	**MARCO**		**469.69**	**2** Transactions		
1048	**MARTIN-MCALLISTERS CONSULTING**					
	01-250-000-0000-6261	AP	900.00	EVALUATIONS JAIL	10212	PROFESSIONAL SERVICES
				12/31/2015 12/31/2015		
1048	**MARTIN-MCALLISTERS CONSULTING**		**900.00**	**1** Transactions		
3413	**MEND CORRECTIONAL CARE LLC**					
	01-250-000-0000-6458		564.83	E KIT MED REPLACEMENTS 2016	1087	JAIL MEDICAL
3413	**MEND CORRECTIONAL CARE LLC**		**564.83**	**1** Transactions		
250	**DEPT Total:**		**9,073.99**	**SHERIFF-CORRECTIONS**	**5 Vendors**	**6 Transactions**
281	DEPT			CIVIL DEFENSE		
1344	**MARCO**					
	01-281-000-0000-6301		27.51	JAN 2016 PRINTER CHARGE	3048041	REPAIRS & MAINTENANCE
	01-281-000-0000-6301	AP	75.98	PRINTER OVERAGE CHARGE	3048042	REPAIRS & MAINTENANCE
				07/01/2015 12/31/2015		
1344	**MARCO**		**103.49**	**2** Transactions		
281	**DEPT Total:**		**103.49**	**CIVIL DEFENSE**	**1 Vendors**	**2 Transactions**
521	DEPT			PARKS		
2527	**BEEBE LAKE IMPROVEMENT ASSOCIATIO**					
	01-521-000-0000-6245		20.00	LAKE ASSOCIATION DUES	2016	MEMBERSHIPS, DUES & FEES
2527	**BEEBE LAKE IMPROVEMENT ASSOCIATIO**		**20.00**	**1** Transactions		
3014	**BLUETARP FINANCIAL INC**					
	01-521-000-0000-6301		585.65	SUPPLIES UNIT 649 2016	4161041047	REPAIRS & MAINTENANCE
3014	**BLUETARP FINANCIAL INC**		**585.65**	**1** Transactions		
2618	**CENTURYLINK**					
	01-521-000-0000-6203		10.97	63276699 2016	1362603613	TELEPHONE
2618	**CENTURYLINK**		**10.97**	**1** Transactions		
1665	**FARM-RITE EQUIPMENT INC**					
	01-521-000-0000-6452	AP	286.98	SUPPLIES	18709	VEHICLE MAINTENANCE
				12/31/2015 12/31/2015		

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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
	01-521-000-0000-6621		64,578.00	SKIDSTER #653 2016	2855	FURNITURE & EQUIPMENT
	01-521-000-0000-6621		17,144.97	FORESTRY CUTTER 2016	2856	FURNITURE & EQUIPMENT
1665	**FARM-RITE EQUIPMENT INC**		**82,009.95**	**3** Transactions		
1344	**MARCO**					
	01-521-000-0000-6301		126.39	JAN 2016 PRINTER CHARGE	3048041	REPAIRS & MAINTENANCE
1344	**MARCO**		**126.39**	**1** Transactions		
7510	**MENARDS - BUFFALO**					
	01-521-000-0000-6450		106.92	SUPPLIES 2016	3499	RECREATION PROGRAMS
	01-521-000-0000-6450		44.46	SUPPLIES 2016	3656	RECREATION PROGRAMS
7510	**MENARDS - BUFFALO**		**151.38**	**2** Transactions		
6362	**MILLERS SEWAGE TREATMENT SOLUTION**					
	01-521-000-0000-6261	AP	375.00	2015 MONITORING FEE SEPTIC	8225	PROFESSIONAL SERVICES
6362	**MILLERS SEWAGE TREATMENT SOLUTION**		**375.00**	**1** Transactions		
4078	**SILENT RUN ADVENTURES**					
	01-521-000-0000-6450	AP	1,500.00	INSTRUCTOR FEES DOG SLEDDING 10/08/2015 10/08/2015	1212	RECREATION PROGRAMS
4078	**SILENT RUN ADVENTURES**		**1,500.00**	**1** Transactions		
5541	**SNOWPLOWS PLUS**					
	01-521-000-0000-6452		487.60	CUTTING EDGE PLOW KIT 635	2016	VEHICLE MAINTENANCE
5541	**SNOWPLOWS PLUS**		**487.60**	**1** Transactions		
2490	**UNITED PARCEL SERVICE**					
	01-521-000-0000-6205		1.39	SHIPPING	2016	POSTAGE
2490	**UNITED PARCEL SERVICE**		**1.39**	**1** Transactions		
4628	**VERIZON WIRELESS**					
	01-521-000-0000-6203	AP	67.64	887189319 12/02/2015 01/01/2016		TELEPHONE
4628	**VERIZON WIRELESS**		**67.64**	**1** Transactions		
2487	**WINDSTREAM**					
	01-521-000-0000-6203		119.00	320 274 8870 2016	091133123	TELEPHONE
	01-521-000-0000-6203		66.89	320 963 3881 2016	091134470	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
2487	**WINDSTREAM**		**185.89**	**2** Transactions		
521	**DEPT Total:**		**85,521.86**	**PARKS**	**12 Vendors**	**16 Transactions**
603	DEPT			EXTENSION		
2618	**CENTURYLINK**					
	01-603-000-0000-6203		9.78	63276699 2016	1362603613	TELEPHONE
2618	**CENTURYLINK**		**9.78**	**1** Transactions		
3744	**GREDER/ROD**					
	01-603-000-0000-6244	AP	93.99	REIMBURSE SUPPLIES 12/02/2015 12/31/2015		PROGRAM EXPENSES
3744	**GREDER/ROD**		**93.99**	**1** Transactions		
606	**HUSTON/TARAH**					
	01-603-000-0000-6244	AP	41.12	REIMBURSEMENT SUPPLIES 12/16/2015 12/16/2015		PROGRAM EXPENSES
606	**HUSTON/TARAH**		**41.12**	**1** Transactions		
5486	**MARCO**					
	01-603-000-0000-6343	AP	416.40	12/10/2015-01/10/2016 12/10/2015 01/10/2016	294088976	MACHINERY OR EQUIPMENT LEASES
5486	**MARCO**		**416.40**	**1** Transactions		
3921	**OFFICE DEPOT**					
	01-603-000-0000-6411	AP	37.29	SUPPLIES 795545868001 09/25/2015 09/25/2015		OPERATING SUPPLIES
	01-603-000-0000-6411	AP	61.57	SUPPLIES 797142500001 09/30/2015 09/30/2015		OPERATING SUPPLIES
	01-603-000-0000-6411	AP	133.78	SUPPLIES 797115218001 09/30/2015 09/30/2015		OPERATING SUPPLIES
	01-603-000-0000-6411	AP	67.98	SUPPLIES 812925914001 12/17/2015 12/17/2015		OPERATING SUPPLIES
	01-603-000-0000-6411	AP	15.69	SUPPLIES 795545939001 09/25/2015 09/25/2015		OPERATING SUPPLIES
3921	**OFFICE DEPOT**		**316.31**	**5** Transactions		
2490	**UNITED PARCEL SERVICE**					
	01-603-000-0000-6205		1.39	SHIPPING	2016	POSTAGE

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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
2490	**UNITED PARCEL SERVICE**		**1.39**	**1** Transactions		
4628	**VERIZON WIRELESS**					
	01-603-000-0000-6203	AP	80.02	887189319		TELEPHONE
				12/02/2015 01/01/2016		
4628	**VERIZON WIRELESS**		**80.02**	**1** Transactions		
603	**DEPT Total:**		**959.01**	**EXTENSION**	**7 Vendors**	**11 Transactions**
1	**Fund Total:**		**223,648.04**	**GENERAL REVENUE FUND**		**202 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
282	DEPT			NUCLEAR POWER PLANT		
2490	**UNITED PARCEL SERVICE**					
	02-282-000-0000-6205		1.39	SHIPPING	2016	POSTAGE
2490	**UNITED PARCEL SERVICE**		**1.39**	**1** Transactions		
1608	**XCEL ENERGY**					
	02-282-000-0000-6338		90.00	CONFERENCE FEE FIGLIUZZI	2016	CONFERENCES & MEETINGS
	02-282-000-0000-6338		90.00	CONFERENCE FEE ERNST	2016	CONFERENCES & MEETINGS
1608	**XCEL ENERGY**		**180.00**	**2** Transactions		
282	**DEPT Total:**		**181.39**	**NUCLEAR POWER PLANT**	**2 Vendors**	**3 Transactions**
2	**Fund Total:**		**181.39**	**RESERVES 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
310	DEPT			HIGHWAY ADMINISTRATION		
2618	**CENTURYLINK**					
	03-310-000-0000-6203		31.84	63276699 2016	1362603613	TELEPHONE
2618	**CENTURYLINK**		**31.84**	**1** Transactions		
3334	**GOODPOINTE TECHNOLOGY**					
	03-310-000-0000-6385		2,250.00	ANNUAL SUPPORT FEE 011916	16WRIGHTCO	DATA PROCESSING
3334	**GOODPOINTE TECHNOLOGY**		**2,250.00**	**1** Transactions		
858	**JOHNSON/MARK A**					
	03-310-000-0000-6205		28.95	REIMB FOR ROW POSTAGE 011916		POSTAGE
858	**JOHNSON/MARK A**		**28.95**	**1** Transactions		
1344	**MARCO**					
	03-310-000-0000-6500		28.49	JAN 2016 PRINTER CHARGE	3048041	PRINTING SERVICES
	03-310-000-0000-6500	AP	4.09	PRINTER OVERAGE CHARGE	3048042	PRINTING SERVICES
				07/01/2015 12/31/2015		
1344	**MARCO**		**32.58**	**2** Transactions		
1029	**NATIONAL ASSN OF CTY ENGINEERS**					
	03-310-000-0000-6338		595.00	ANNUAL CONF VIRGIL 011916	VA 2554	CONFERENCES & MEETINGS
1029	**NATIONAL ASSN OF CTY ENGINEERS**		**595.00**	**1** Transactions		
3921	**OFFICE DEPOT**					
	03-310-000-0000-6409	AP	27.29	OFFICE SUPPLIES 011916	81480191	OFFICE SUPPLIES
	03-310-000-0000-6409	AP	35.57	OFFICE SUPPLIES 011916	81480194	OFFICE SUPPLIES
	03-310-000-0000-6409		18.18	OFFICE SUPPLIES 011916	81538981	OFFICE SUPPLIES
3921	**OFFICE DEPOT**		**81.04**	**3** Transactions		
6759	**RTVISION INC**					
	03-310-000-0000-6385		1,000.00	ETIME SUPPORT FEE 011916	12219	DATA PROCESSING
6759	**RTVISION INC**		**1,000.00**	**1** Transactions		
2490	**UNITED PARCEL SERVICE**					
	03-310-000-0000-6205		1.39	SHIPPING	2016	POSTAGE
2490	**UNITED PARCEL SERVICE**		**1.39**	**1** Transactions		
4628	**VERIZON WIRELESS**					
	03-310-000-0000-6203	AP	582.70	887189319		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
				12/02/2015 01/01/2016		
4628	**VERIZON WIRELESS**		**582.70**	**1** Transactions		
310	**DEPT Total:**		**4,603.50**	**HIGHWAY ADMINISTRATION**	**9 Vendors**	**12 Transactions**
320	DEPT			HIGHWAY ENGINEERING		
3941	**SML APPRAISALS INC**					
	03-320-000-0000-6506		1,800.00	APPRAISAL REVIEWS 011916	1 6 2016	APPRAISAL & AQUISITION FEES
3941	**SML APPRAISALS INC**		**1,800.00**	**1** Transactions		
320	**DEPT Total:**		**1,800.00**	**HIGHWAY ENGINEERING**	**1 Vendors**	**1 Transactions**
325	DEPT			HIGHWAY CONSTRUCTION		
1849	**ALBERTVILLE/CITY OF**					
	03-325-000-0000-6701	6	7,958.54	INT PYMT #4 FOR I-94 011916	20160001	BOND PAYMENTS
1849	**ALBERTVILLE/CITY OF**		**7,958.54**	**1** Transactions		
325	**DEPT Total:**		**7,958.54**	**HIGHWAY CONSTRUCTION**	**1 Vendors**	**1 Transactions**
330	DEPT			HIGHWAY MAINTENANCE		
3919	**BRYAN ROCK PRODUCTS**					
	03-330-000-0000-6535	AP	3,750.28	DITCH REPAIR 011916	12954	ROCK & RIPRAP
3919	**BRYAN ROCK PRODUCTS**		**3,750.28**	**1** Transactions		
1075	**BUFFALO/CITY OF**					
	03-330-000-0000-6543	AP	13.00	LIGHT ON CR 35 011916	16090100	TRAFFIC SIGNALS
1075	**BUFFALO/CITY OF**		**13.00**	**1** Transactions		
1817	**COMPASS MINERALS AMERICA INC**					
	03-330-000-0000-6533		5,600.83	SALT-WAVERLY 011916	71430611	DEICING MATERIALS
	03-330-000-0000-6533		5,460.84	SALT-OTSEGO 011916	71431380	DEICING MATERIALS
	03-330-000-0000-6533		7,664.16	SALT-WAVERLY 011916	71431389	DEICING MATERIALS
	03-330-000-0000-6533		9,013.94	SALT-OTSEGO 011916	71432066	DEICING MATERIALS
	03-330-000-0000-6533		7,664.17	SALT-WAVERLY 011916	71432080	DEICING MATERIALS
	03-330-000-0000-6533		20,449.83	SALT-OTSEGO 011916	71432872	DEICING MATERIALS
1817	**COMPASS MINERALS AMERICA INC**		**55,853.77**	**6** Transactions		
609	**DESIGN ELECTRICAL INC-COLD SPRING E**					

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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
	03-330-000-0000-6543	AP	65.00	SIGNAL REPAIR 011916	2119	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP	65.00	SIGNAL REPAIR 011916	2119	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP	954.11	SIGNAL REPAIR 011916	2153	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP	954.11	SIGNAL REPAIR 011916	2153	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP	1,081.63	SIGNAL REPAIR 011916	2154	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP	1,081.63	SIGNAL REPAIR 011916	2154	TRAFFIC SIGNALS
609	**DESIGN ELECTRICAL INC-COLD SPRING E**		**4,201.48**	**6** Transactions		
6027	**ENVIROTECH SERVICES INC**					
	03-330-000-0000-6533	AP	4,871.88	APEX 011916	01605409	DEICING MATERIALS
	03-330-000-0000-6533	AP	3,240.00	APEX 011916	01605410	DEICING MATERIALS
	03-330-000-0000-6533	AP	4,864.32	APEX 011916	01605411	DEICING MATERIALS
6027	**ENVIROTECH SERVICES INC**		**12,976.20**	**3** Transactions		
4433	**XCEL ENERGY**					
	03-330-000-0000-6543	AP	26.53	SIGNAL IN COKATO 011916	5100101510659	TRAFFIC SIGNALS
4433	**XCEL ENERGY**		**26.53**	**1** Transactions		
330	**DEPT Total:**		**76,821.26**	**HIGHWAY MAINTENANCE**	**6 Vendors**	**18 Transactions**
340	DEPT			HIGHWAY SHOP MAINTENANCE		
6156	**AMERIPRIDE SERVICES**					
	03-340-000-0000-6411		47.57	SHOP SUPPLIES WEEK JAN 011916	0736831	OPERATING SUPPLIES
	03-340-000-0000-6599		32.02	RUGS WEEK JAN 12 011916	0736831	BUILDING MAINTENANCE-P.W.BLDG.
6156	**AMERIPRIDE SERVICES**		**79.59**	**2** Transactions		
1075	**BUFFALO/CITY OF**					
	03-340-000-0000-6598	AP	638.66	PWB WATER/SEWER 011916	11059850	UTILITIES-P.W. BLDG.
1075	**BUFFALO/CITY OF**		**638.66**	**1** Transactions		
5974	**CENTER POINT ENERGY**					
	03-340-000-0000-6596	AP	416.46	OTSEGO SHOP ELECT. 011916	67081588	UTILITIES-OUTLYING SHOPS
5974	**CENTER POINT ENERGY**		**416.46**	**1** Transactions		
7544	**CENTRA SOTA COOPERATIVE - BUFFALO**					
	03-340-000-0000-6563	AP	1,283.10	DIESEL FUEL 011916	6302275	DIESEL
7544	**CENTRA SOTA COOPERATIVE - BUFFALO**		**1,283.10**	**1** Transactions		
1852	**COKATO/CITY OF**					

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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
	03-340-000-0000-6596	AP	374.61	SHOP UTIL-0100000717013 011916	DEC	UTILITIES-OUTLYING SHOPS
1852	**COKATO/CITY OF**		**374.61**	**1** Transactions		
438	**COTTENS INC**					
	03-340-000-0000-6574	AP	181.34	REPAIR PARTS 011916	569145	REPAIR PARTS
438	**COTTENS INC**		**181.34**	**1** Transactions		
4724	**FIRST STATE TIRE RECYCLING**					
	03-340-000-0000-6571	AP	1,148.41	TIRE RECYCLE FEES 011916	98318	BATTERIES
4724	**FIRST STATE TIRE RECYCLING**		**1,148.41**	**1** Transactions		
786	**FLEETPRIDE**					
	03-340-000-0000-6574		143.20	REPAIR PARTS 011916	74537545	REPAIR PARTS
786	**FLEETPRIDE**		**143.20**	**1** Transactions		
600	**MORRIES PARTS & SERVICE GROUP**					
	03-340-000-0000-6574		54.51	REPAIR PARTS 011916	117778FOW	REPAIR PARTS
	03-340-000-0000-6574		76.18	MORRIES - PARTS 011916	117809FOW	REPAIR PARTS
	03-340-000-0000-6574		183.37	MORRIES - PARTS 011916	CS435694	REPAIR PARTS
	03-340-000-0000-6575		549.45	MORRIES - LABOR 011916	CS435694	OUTSIDE LABOR
	03-340-000-0000-6574		902.75	MORRIES - PARTS 011916	CS438373	REPAIR PARTS
	03-340-000-0000-6575		484.00	MORRIES - LABOR 011916	CS438373	OUTSIDE LABOR
600	**MORRIES PARTS & SERVICE GROUP**		**2,250.26**	**6** Transactions		
3921	**OFFICE DEPOT**					
	03-340-000-0000-6599		38.00	DISPENSER 011916	81538981	BUILDING MAINTENANCE-P.W.BLDG.
3921	**OFFICE DEPOT**		**38.00**	**1** Transactions		
3208	**POWER DISTRIBUTORS LLC**					
	03-340-000-0000-6574	AP	9.95	PARTS CATALOG 011916	PD168614	REPAIR PARTS
3208	**POWER DISTRIBUTORS LLC**		**9.95**	**1** Transactions		
4808	**POWERPLAN OIB**					
	03-340-000-0000-6574	AP	36.15	PARTS-ACCT 8850240407 011916	P93141	REPAIR PARTS
	03-340-000-0000-6574	AP	28.31	PARTS-ACCT 8850240407 011916	P93299	REPAIR PARTS
4808	**POWERPLAN OIB**		**64.46**	**2** Transactions		
926	**ROYAL TIRE INC**					
	03-340-000-0000-6570		448.62	TIRES 011916	13197829	TIRES

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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
	03-340-000-0000-6570	AP	28.00	TIRES 011916	4-604974	TIRES
926	**ROYAL TIRE INC**		**476.62**	**2** Transactions		
340	**DEPT Total:**		**7,104.66**	**HIGHWAY SHOP MAINTENANCE**	**13 Vendors**	**21 Transactions**
380	DEPT			UNALLOCATED NON-HIGHWAY OPERAT		
1171	**FRENCH LAKE TOWNSHIP**					
	03-380-000-0000-6862	DTG 6	22,523.01	2015 TOWN RD DIST. 011916		TOWN ROAD ACCOUNT
1171	**FRENCH LAKE TOWNSHIP**		**22,523.01**	**1** Transactions		
3613	**MUNSON LAKES NUTRITION**					
	03-380-000-0000-6520		13.99	GLOVE HEATSAVER 011916	0431758CP	SAFETY PROGRAM & SUPPLIES
3613	**MUNSON LAKES NUTRITION**		**13.99**	**1** Transactions		
380	**DEPT Total:**		**22,537.00**	**UNALLOCATED NON-HIGHWAY OPERAT**	**2 Vendors**	**2 Transactions**
3	**Fund Total:**		**120,824.96**	**ROAD AND BRIDGE FUND**		**55 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		
2618	**CENTURYLINK**					
	11-420-600-0020-6203		128.55	63276699 2016	1362603613	TELEPHONE
2618	**CENTURYLINK**		**128.55**	**1** Transactions		
1344	**MARCO**					
	11-420-600-0020-6411		194.02	JAN 2016 PRINTER CHARGE	3048041	OPERATING SUPPLIES
1344	**MARCO**		**194.02**	**1** Transactions		
2490	**UNITED PARCEL SERVICE**					
	11-420-600-0020-6205		12.23	SHIPPING	2016	POSTAGE
2490	**UNITED PARCEL SERVICE**		**12.23**	**1** Transactions		
420	**DEPT Total:**		**334.80**	**FINANCIAL SERVICES**	**3 Vendors**	**3 Transactions**
430	DEPT			SOCIAL SERVICES		
2618	**CENTURYLINK**					
	11-430-700-0020-6203		332.54	63276699 2016	1362603613	TELEPHONE
2618	**CENTURYLINK**		**332.54**	**1** Transactions		
1344	**MARCO**					
	11-430-700-0020-6411		312.12	JAN 2016 PRINTER CHARGE	3048041	OPERATING SUPPLIES
1344	**MARCO**		**312.12**	**1** Transactions		
2490	**UNITED PARCEL SERVICE**					
	11-430-700-0020-6205		20.80	SHIPPING	2016	POSTAGE
2490	**UNITED PARCEL SERVICE**		**20.80**	**1** Transactions		
430	**DEPT Total:**		**665.46**	**SOCIAL SERVICES**	**3 Vendors**	**3 Transactions**
450	DEPT			PUBLIC HEALTH SERVICES		
2618	**CENTURYLINK**					
	11-450-430-0020-6203		216.94	63276699 2016	1362603613	TELEPHONE
2618	**CENTURYLINK**		**216.94**	**1** Transactions		
1344	**MARCO**					
	11-450-430-0020-6411		120.98	JAN 2016 PRINTER CHARGE	3048041	OPERATING SUPPLIES
	11-450-473-0010-6411		91.64	JAN 2016 PRINTER CHARGE	3048041	OPERATING SUPPLIES - C&TC

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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**		**212.62**	**2** Transactions		
2490	**UNITED PARCEL SERVICE**					
	11-450-430-0020-6205		7.75	SHIPPING	2016	POSTAGE
2490	**UNITED PARCEL SERVICE**		**7.75**	**1** Transactions		
450	**DEPT Total:**		**437.31**	**PUBLIC HEALTH SERVICES**	**3 Vendors**	**4 Transactions**
480	DEPT			HUMAN SERVICES UNALLOCATED		
1344	**MARCO**					
	11-480-000-0000-6899	AP	535.71	PRINTER OVERAGE CHARGE 07/01/2015 12/31/2015	3048042	HUMAN SERVICES EXP. DUMP FUND
1344	**MARCO**		**535.71**	**1** Transactions		
4628	**VERIZON WIRELESS**					
	11-480-000-0000-6899	AP	1,436.36	887189319 12/02/2015 01/01/2016		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899	AP	18.74	EQUIPMENT 763 381 4471 12/02/2015 01/01/2016		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899	AP	60.77	887189319 12/02/2015 01/01/2016		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899	AP	199.61	887189319 12/02/2015 01/01/2016		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899	AP	121.54	887189319 12/02/2015 01/01/2016		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899	AP	5,746.47	887189319 12/02/2015 01/01/2016		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899	AP	73.07	887189319 12/02/2015 01/01/2016		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899	AP	128.12	887189319 12/02/2015 01/01/2016		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899	AP	100.78	887189319 12/02/2015 01/01/2016		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899	AP	133.96	887189319 12/02/2015 01/01/2016		HUMAN SERVICES EXP. DUMP FUND
4628	**VERIZON WIRELESS**		**8,019.42**	**10** 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
480	**DEPT Total:**		**8,555.13**	**HUMAN SERVICES UNALLOCATED**	**2 Vendors**	**11 Transactions**
11	**Fund Total:**		**9,992.70**	**HUMAN SERVICES FUND**		**21 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.		
	3021 **MCLEOD COUNTY AUDITOR TREASURER**					
	20-393-000-0000-6801		162.17	BULB RECYCLING 2016	2972	MISCELLANEOUS EXPENSE
	3021 MCLEOD COUNTY AUDITOR TREASURER		**162.17**	**1** Transactions		
393	**DEPT Total:**		**162.17**	**S.C.O.R.E.**	**1 Vendors**	**1 Transactions**
20	**Fund Total:**		**162.17**	**WASTE MANAGEMENT FUND**		**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
170	DEPT			CAPITAL TECHNOLOGY		
	3072 **APS**					
	34-170-000-0000-6262		3,000.00	ZUERCHER OMEGA SERVICES 2016	SIN002304	EDMS - LAW LEGAL
	3072 APS		**3,000.00**	**1** Transactions		
170	**DEPT Total:**		**3,000.00**	**CAPITAL TECHNOLOGY**	**1 Vendors**	**1 Transactions**
34	**Fund Total:**		**3,000.00**	**CAPITAL IMPROVEMENTS FUND**		**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
610	DEPT			GENERAL DITCH		
1004	**RINKE-NOONAN**					
	41-610-000-0000-6261	AP	200.00	DEC 2015 MONTHLY RETAINER	249158	PROFESSIONAL SERVICES
				12/31/2015 12/31/2015		
1004	**RINKE-NOONAN**		**200.00**	**1** Transactions		
3699	**YOUNG/MIKE**					
	41-610-000-0000-6261	AP	170.00	DEC 2015 DRAINAGE INSPECTOR	12312015	PROFESSIONAL SERVICES
3699	**YOUNG/MIKE**		**170.00**	**1** Transactions		
610	**DEPT Total:**		**370.00**	**GENERAL DITCH**	**2 Vendors**	**2 Transactions**
652	DEPT			COUNTY DITCH NO 3		
3699	**YOUNG/MIKE**					
	41-652-000-0000-6261	AP	127.50	NOV 2015 DRAINAGE INSPECTOR	11302015	PROFESSIONAL SERVICES
	41-652-000-0000-6261	AP	42.50	DEC 2015 DRAINAGE INSPECTOR	12312015	PROFESSIONAL SERVICES
3699	**YOUNG/MIKE**		**170.00**	**2** Transactions		
652	**DEPT Total:**		**170.00**	**COUNTY DITCH NO 3**	**1 Vendors**	**2 Transactions**
655	DEPT			COUNTY DITCH NO 7		
3699	**YOUNG/MIKE**					
	41-655-000-0000-6261	AP	42.50	NOV 2015 DRAINAGE INSPECTOR	11302015	PROFESSIONAL SERVICES
	41-655-000-0000-6261	AP	42.50	DEC 2015 DRAINAGE INSPECTOR	12312015	PROFESSIONAL SERVICES
3699	**YOUNG/MIKE**		**85.00**	**2** Transactions		
655	**DEPT Total:**		**85.00**	**COUNTY DITCH NO 7**	**1 Vendors**	**2 Transactions**
658	DEPT			COUNTY DITCH NO 10		
3699	**YOUNG/MIKE**					
	41-658-000-0000-6261	AP	255.00	DEC 2015 DRAINAGE INSPECTOR	12312015	PROFESSIONAL SERVICES
3699	**YOUNG/MIKE**		**255.00**	**1** Transactions		
658	**DEPT Total:**		**255.00**	**COUNTY DITCH NO 10**	**1 Vendors**	**1 Transactions**
677	DEPT			COUNTY DITCH NO 31		
3699	**YOUNG/MIKE**					

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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
	41-677-000-0000-6261	AP	127.50	DEC 2015 DRAINAGE INSPECTOR	12312015	PROFESSIONAL SERVICES
3699	**YOUNG/MIKE**		**127.50**	**1** Transactions		
677	**DEPT Total:**		**127.50**	**COUNTY DITCH NO 31**	**1 Vendors**	**1 Transactions**
678	DEPT			COUNTY DITCH NO 33		
3699	**YOUNG/MIKE**					
	41-678-000-0000-6261	AP	127.50	NOV 2015 DRAINAGE INSPECTOR	11302015	PROFESSIONAL SERVICES
	41-678-000-0000-6261	AP	127.50	DEC 2015 DRAINAGE INSPECTOR	12312015	PROFESSIONAL SERVICES
3699	**YOUNG/MIKE**		**255.00**	**2** Transactions		
678	**DEPT Total:**		**255.00**	**COUNTY DITCH NO 33**	**1 Vendors**	**2 Transactions**
692	DEPT			JUDICIAL DITCH 15		
3699	**YOUNG/MIKE**					
	41-692-000-0000-6261	AP	127.50	DEC 2015 DRAINAGE INSPECTOR	12312015	PROFESSIONAL SERVICES
3699	**YOUNG/MIKE**		**127.50**	**1** Transactions		
692	**DEPT Total:**		**127.50**	**JUDICIAL DITCH 15**	**1 Vendors**	**1 Transactions**
41	**Fund Total:**		**1,390.00**	**DITCH FUND**		**11 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		
2618	**CENTURYLINK**					
	71-505-000-0000-6203		0.66	63276699 2016	1362603613	TELEPHONE
2618	**CENTURYLINK**		**0.66**	**1** Transactions		
505	**DEPT Total:**		**0.66**	**HISTORIAN**	**1 Vendors**	**1 Transactions**
71	**Fund Total:**		**0.66**	**HISTORIAN**		**1 Transactions**
	Final Total:		**359,199.92**	**188 Vendors**	**295 Transactions**	

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Recap by Fund

Fund	Amount	Name
1	223,648.04	GENERAL REVENUE FUND
2	181.39	RESERVES FUND
3	120,824.96	ROAD AND BRIDGE FUND
11	9,992.70	HUMAN SERVICES FUND
20	162.17	WASTE MANAGEMENT FUND
34	3,000.00	CAPITAL IMPROVEMENTS FUND
41	1,390.00	DITCH FUND
71	0.66	HISTORIAN
All Funds	359,199.92	Total

Approved by, ...

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