WRIGHT COUNTY BOARD
AGENDA
MAY 17, 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 5-10-16**

Documents: 2016-05-10 WRIGHT COUNTY BOARD MINUTES (INFO).PDF

III. **REVIEW & APPROVAL OF AGENDA**

IV. **CONSENT AGENDA**

A. **ADMINISTRATION**

1. Request Approval Of MOA With AFSCME Unit Regarding Use Of Accrued Vacation After Six (6) Months Of Employment

Documents: 051716.AGENDAFORM_MOA.AFSCME.ARTICLE18.2.PDF, MOA - ARTICLE 18.2 PROBATIONARYPERIOD_ACCUMULATION.PDF

B. **ADMINISTRATION**

1. Request For Extended Non-Medical Employee Personal Leave Per Wright County Personnel Policy 602.3 Personal Leave

Documents: 051716AGENDAFORM_REQUESTFOREXTENDEDPERSONALLEAVE.PDF

C. **ADMINISTRATION**

1. Schedule Committee Of The Whole Meeting For Recorder Interviews On 6-15-16 From 9:30 AM To 11:30 AM

Documents: 051716.AGENDAFORM_RECORDERRINTERVIEWS.PDF

D. **ADMINISTRATION**

1. Refer CHIPS (Children In Need Of Protective Services) Contract To 5-25-16 Ways & Means Committee Meeting

E. **ASSESSOR**

1. Approve Abatement, PID #101-062-001010, David & Terri Hobza

Documents: BA - ABATEMENT - 101-062-001010.PDF

F. **ATTORNEY**

1. Schedule Public Hearing For Amendments To The Wright County Water Surface Use Ordinance On 6-14-16 At 9:30 AM

Documents: AGENDA REQUEST - MAY 17, 2016.PDF

G. **AUDITOR/TREASURER**

1. Approve Claims As Listed In The Abstract, Subject To Audit, For A Total Of $1,518,033.87 With 149 Vendors And 239 Transactions

Documents: AGENDA 5-17 CONSENT CLAIMS.PDF

H. HEALTH & HUMAN SERVICES

1. Position Replacement
   A. Public Health Nurse

Documents: 2016-05-17 WC REQUEST FOR BOARD ACTION - PHN.PDF

I. INFORMATION TECHNOLOGY

1. Refer To The May 25th Technology Committee:
   A. Board Video Retention
   B. RightFax
   C. Office 365

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

V. TIMED AGENDA ITEMS

A. 9:05 A.M. SHERIFF JOE HAGERTY AND SERGEANT RYAN FERGUSON, SHERIFF'S OFFICE

1. Approve Resolution Proclaiming The Week Of May 15-21, 2016 As Wright County Law Enforcement Officers Week.
2. Sheriff Hagerty Will Present Awards To Local Law Enforcement Officers And Citizens.

Documents: 04-12-16 REQUEST FOR BOARD ACTION - WCSO AWARD PRESENTATION POLICE WEEK.PDF, 04-12-16 RESOLUTION PROCLAIMING MAY 15TH THROUGH 21ST AS LAW ENFORCEMENT OFFICERS WEEK.PDF

B. 9:25 A.M. ROBERT HIIVALA, AUDITOR/TREASURER

1. Approve SeaChange Election Services Agreement.

Documents: AGENDA 5-17 APPROVE SEACHANGE ELECTION SERVICES AGREEMENT.PDF, SEACHANGE 2016 AGREEMENT.PDF

C. 9:30 A.M. CATHLEEN GABRIEL, CGW LAW OFFICE

1. Report On 2015 Child Protection Cases In Wright County

Documents: 2015 CHILD PROTECTION CASES REPORT.PDF

D. 9:40 A.M. VIRGIL HAWKINS, HIGHWAY ENGINEER

1. Accept 2015 Highway Department Annual Report
2. Approve/Act On Recommendations Owners Committee Meeting - April 7, 2016
3. Set Transportation Committee Of The Whole Meeting To Discuss Transportation Items

Documents: 05-17-16 ACCEPT ANN REPORT.PDF, 05-17-16 APPROVE OWNERS COMMITTEE 04-07-16.PDF, 05-17-16 SET TCOTW MEETING.PDF

E. 9:55 A.M. SEAN RILEY, PLANNING & ZONING ADMINISTRATOR

1. Update On Solar Farm Work Group

Documents: 5-17 COUNTY BOARD AGENDA- SOLAR FARM WORK GROUP.PDF

VI. ITEMS FOR CONSIDERATION

A. COMMITTEE MINUTES

1. Building, Personnel, Ways & Means

Documents: 2016-05-10 BUILDING COMMITTEE MINUTES AND ATTACHMENTS.PDF, 2016-05-10 PERSONNEL COMITTEE MINUTES -

COUNTY BOARD.PDF, 5-10-16 WAYS AND MEANS COMMITTEE MINUTES AND ATTACHMENTS.PDF

B. UPDATE ON DITCH 31

Documents: 5-17-16 UPDATE ON DITCH 31.PDF

C. COURTS FEASIBILITY STUDY UPDATE

Documents: 5-17-16 COURTS FEASIBILITY STUDY UPDATE.PDF, EXECUTIVE SUMMARY.PDF

VII. ADVISORY COMMITTEE / ADVISORY BOARD UPDATES

VIII. ADJOURNMENT

IX. NOTE: BUILDING COMMITTEE MEETING AT 10:30 A.M.

X. CLAIMS LISTING

Documents: AUDIT LIST FOR BOARD 5-17-2016.PDF

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

INFORMATIONAL

WRIGHT COUNTY BOARD
MINUTES
MAY 10, 2016

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

MINUTES
Husom moved to approve the 5-03-16 County Board Minutes, seconded by Potter. The motion carried 5-0.

AGENDA
Daleiden moved to approve the Agenda as presented, seconded by Borrell, and carried 5-0.

CONSENT AGENDA
Daleiden moved to approve the Consent Agenda as amended, seconded by Husom. The motion carried 5-0:

A. ADMINISTRATION
   1. Approve Charitable Gambling Application Form LG220, St. John's Catholic Church, St. John's Education Center, 17260 Hwy. 12, Cokato MN 55321 (Cokato Twp.).

B. ADMINISTRATION
   1. Refer PWB Deferred Maintenance and Remodel to Building Committee to be held on 5-17-16 at 10:30 AM

C. AUDITOR/TREASURER
   1. Approve Renewal of Annual Club On Sale Liquor License for Cokato Town & Country Club

D. AUDITOR/TREASURER
   1. Approve Claims as Listed in the Abstract, Subject to Audit, for a Total of $461,901.17 with 265 Vendors and 398 Transactions

E. HEALTH & HUMAN SERVICES
   1. Position Replacement
      A. Financial Worker

F. HIGHWAY
   1. Approval of Wright County Highway Right-of-Way Plat No. 71 for CSAH 3 Construction Project

G. HIGHWAY
   1. Approve renewal of agreement with Functional Industries for use of wash bay at the current Public Works Building.

H. SHERIFF'S OFFICE
   1. Position Replacement:
      A. Deputy

I. SHERIFF'S OFFICE
   1. Authorize Signatures On The 2016 Federal Supplemental Boating Safety Patrol Grant Agreement

TIMED AGENDA ITEMS

BOB HIIVALA, AUDITOR/TREASURER
Information Only: Replacing Folding Equipment and Acquiring Software from Neopost to Reduce the Cost of Certified Mail Processing
The postage equipment will be upgraded which will result in lower monthly costs and the ability to track certified mail. Hiivala plans to sign the contract as it is under budget. This was provided as an informational item.

VIRGIL HAWKINS, HIGHWAY ENGINEER
Distribution of 2015 Annual Report
The Annual Report will be placed on the next Agenda for review and approval.

Award 2016 Overlay (Part 2) to Knife River

Potter moved to award the 2016 Overlay (Part 2) Contract to Knife River in the amount of $654,736.99 (low bid), Contact #1608. The motion was seconded by Daleiden and carried unanimously. Project funding with be 100% local levy dollars.

Approve Final Payment to Structural Specialties for Rockwood Bridge Project
Husom moved to adopt Resolution #16-27 authorizing final payment to Structural Specialties (Hutchinson) in the amount of $23,268.45 for the Rockwood Bridge Project in Southside Township, Contract #1451. The motion was seconded by Potter and carried 5-0 on a roll call vote.

Approve Final Payment to Knife River for 2015 Overlays
Daleiden moved to adopt Resolution #16-28 authorizing final payment to Knife River (Sauk Rapids) in the amount of $211,358.33 for the 2015 Pavement Preservation Program, Contract #1501. The motion was seconded by Borrell and carried 5-0 on a roll call vote.

MIKE MACMILLAN - DIRECTOR OF COURT SERVICES
Drug Court Informational Session
Mike MacMillan and Judge Michelle Davis presented information WCADC (Wright County Adult Drug Court), a new initiative in Wright County. A team of criminal justice partners committed to addressing problems that persist in traditional probation or treatment alone are working together to break the cycle of recidivism among drug addicted offenders in the court system. Drug Court changes lives, prevents crime, and reduces costs. It significantly reduces crime as much as 45% more than other sentencing options. Nationwide, 75% of drug court graduates remain arrest free at least two years after leaving the program versus 30% of prisoners. Nationwide, for every $1.00 in Drug Court, taxpayers save as much as $3.36 in avoided criminal justice costs alone or a total of $32.3 billion annually. This was provided as an informational item.

The meeting recessed at 9:36 A.M. and reconvened at 9:42 A.M.

PUBLIC HEARING – RESOLUTION, EMERGENCY MORATORIUM ON SOLAR FARMS

Sean Riley, Planning & Zoning Administrator, said the County Board adopted a resolution three weeks ago imposing an emergency moratorium on solar farms. Riley provided copies of written input received from the public, Wright Hennepin Electric, and Rob Davis-Fresh Energy. The resolution being considered today would impose a moratorium for a period not to exceed 12 months and applies to solar energy farms, not solar energy systems. Solar energy systems are the household solar panels for residential and agricultural use, no more than 100 kilowatts, and a CUP may be required dependent on size.

Borrell questioned whether townships that perform their own planning and zoning can be excluded from the moratorium. Greg Kryzer, Assistant County Attorney, stated the moratorium would be County wide. Those townships that have their own planning and zoning must be as least as restrictive as the County. If the moratorium is voted down today, townships can implement their own moratorium as that would be more restrictive. The moratorium will not apply to cities.

Kryzer stated the Monticello Orderly Annexation Area (MOAA) has determined through their Joint Powers Agreement that they have their own ordinance capability. They set their own zoning ordinance within their orderly annexation area. The MOAA Board would make the determination on solar panels and to what extent they are allowed. So far, they have not adopted a solar panel ordinance so solar panels would not be allowed in the MOAA. With regard to the Clearwater Orderly Annexation Area (COAA), Kryzer is not sure whether they have the same ordinance enabling language so the County's Ordinance may apply.

The Public Hearing opened at 9:47 A.M.

Evan Carlson, Innovative Power, said their company works with solar garden projects. He asked that the focus of discussion be kept on topic, that being how the County Solar Ordinance will affect community solar gardens. He thinks the Ordinance is good and is based on information that was gathered. It allows projects to be approved or denied based on input provided at the township and County level. He said there are many great projects that will not go through if the moratorium is enacted. Carlson said the facts about how many solar gardens there are might

be misinterpreted. In Wright County, he said there are 4 community gardens approved. This does not equate to a frenzy or flurry. Aurora Projects are approved at the State level and are not presented for approval to a township or the County. Solar gardens provide a benefit to residents in the form of a reduction in their power bill. Another important piece is that after the solar garden is decommissioned, the land can be returned to its original purpose.

Borrell serves on the Wright County Planning Commission. Information was provided on the Aurora Project that the land would be returned to its original use. However, with the site in Buffalo Township, dirt has been removed, trees clear cut, power poles placed in the middle of ditches, and gravel has been brought in for roads. That site will not be prime farm land in the future. Companies will need to map the tile systems for sites so they do not inadvertently create a wetland preventing the land being returned to farmland. He said there has been a learning curve with solar, and there virtually was no input on the Aurora Project. Carlson said those are reasonable concerns that could be attached to a CUP. Innovative Power's projects are not like that. They use pollenating plants for erosion control. Sawatzke responded that the County may need to take a second look at the Ordinance as some things may have been overlooked.

Sawatzke asked for the number of properties Wright County Planning & Zoning has received a request for information on that are relative to the potential of a solar project. Riley stated over the past two years, they have received initial requests for about 4-5 dozen properties in Wright County's jurisdiction including some in the MOAA.

Potter asked for clarification on the definition of solar garden, farm, and array. Riley understands that a 'solar garden' originates from legislation at the State level allowing a solar garden program and is defined as 1 megawatt. There was some debate on what size a solar garden could be. When Wright County approved the Zoning Ordinance Amendment, it was decided to use the term 'solar farm' with a limit of 10 megawatts on a site. With 'solar systems', the definition is up to 100 kilowatts on a farm and up to 10 kilowatts for residential zoning, and a permit is required. This would not be affected by the moratorium. For the most part, it allows individuals to have an accessary solar system. Riley said the Zoning Ordinance defines that a solar farm is greater than 100 kilowatts and is limited to 10 megawatts. It was clarified that solar farm is defined in the Wright County Zoning Ordinance and solar garden is a term in State Statute.

Daleiden questioned how many have submitted an initial application and are in front of the Planning Commission. Riley responded that there are 4 approved and 2 being decided on. In addition, there are 3 Aurora Projects in the County (not permitted by the County). There are projects in St. Michael and Otsego which do not fall under the County's Ordinance. Riley thought approval has been granted for about 100 megawatts County wide.

<u>Dan Kyllonen, Middleville Township Planning/Zoning Administrator.</u> Kyllonen said Middleville Township has been working on a project with Wright Hennepin for close to a year. Public hearings have occurred and they are ready to move forward. He inquired whether the moratorium will stop the project. Kryzer said it depends on the status of the application (whether the application precedes today's action). Sawatzke suggested Kyllonen contact the County Attorney's Office to determine this.

<u>Greg Froelke, Novel Energy and MN Community Solar, St. Cloud</u>. Froelke voiced opposition to the moratorium. Their company is looking at a site in Franklin Township. He stated there can only be a certain number of solar gardens, as there is a capacity limit on substations. The capacity will be reached quickly unless more substations are built. Another limitation is the interconnection expense. There may be projects applied for but may not succeed due to expense. He said it would be fair to consider projects individually to include location. Their projects result in clean energy, savings, and allow residents access to a community energy garden counties away. Froelke supported moving ahead with the community solar garden program. The program has been delayed for 3 years, and he did not see where a moratorium would do anyone any good.

<u>Representative Marion O'Neill</u>. Rep. O'Neill represents Buffalo, Monticello and Maple Lake at the State Legislature, and serves on the State's Energy Committee. This topic has been in the forefront over the past couple of years. Rep. O'Neill said there are two types of solar. The first is the community solar garden, which by law was supposed to be 1 megawatt (equivalent to about 10 acres). Court cases changed the definition to a series of up to 5 megawatts in State Statute.

The second type are the Aurora solar projects (utility scale solar) that fall under the 1.5% mandate the State imposed on Excel Energy, Minnesota Power, and Ottertail Power. The Aurora Solar Project includes 16 sites with 3 sites in Wright County.

Rep. O'Neill stated that Excel Energy has changed their resource plan from 100 megawatts to 2,400 megawatts of solar. That is in excess of the 1.5% mandate and equates to 24,000 acres of land coming out of production for something. Solar companies indicate it is not acceptable to utilize a less desirable piece of land used for the projects, such as a gravel pit, but do not indicate why. The projects have ended up on prime agricultural land in Wright County. This is continuing to happen throughout the State.

Borrell questioned the data Rep. O'Neill cited. He said the acreage required to generate 1 megawatt is 5 acres. With 100 megawatts that would equate to 5,000 acres. Rep. O'Neill responded the figure of 1 megawatt = 10 acres comes from Geronimo (Aurora Projects) and 2,400 megawatts has been cited in the new Excel Energy resource plan.

Duane Bauman, Franklin Township Supervisor. Bauman supports passing the moratorium to allow more study. This was recently done in Carver County. Prime agricultural land is being used and companies do not want to answer why. He did not think land used for growing crops or raising cattle should be used, and thinks there is other suitable land.

Don Schmidt, Buffalo Township Supervisor. Schmidt said Buffalo Township wholeheartedly supports the moratorium to slow things down. Two of the large projects will be coming on line by the end of the year. It will allow a test to see whether companies are good neighbors. So far, that is not the case with the Aurora Project in Buffalo Township. It will also provide an opportunity to see how receptive residents are and to consider what the Township and County want to do. Schmidt said reference has been made to returning the land to farmland in 25 years and that the land will be as good as the day it was taken for a solar project. There hasn't been that test of time to see what the results are after 25 years. Schmidt's opinion is that the land will not be what it was like previously.

Ron Bowen, Prairie Restorations. Bowen is the President/Owner of the company, which serves the Midwest. The company restores wetlands and prairies. He suggested looking at potential benefits to the land. His company works with pollinator planting. Plants produce energy but there is also a new need for insect and wildlife populations. He viewed this as a great opportunity State wide. This could be a requirement by the County. Husom questioned whether studies have been performed on the impact of the solar panel hum on bees. Bowen said the U of M is currently studying bees at their farm in Princeton. The real issue is that honey bees are not native to North America and feed on European plants. Bumble bees and other insects are native pollinators and feed on native plants. This would provide a potential benefit.

Dean Leischow, Sunrise Energy Systems. Leischow referenced the 86,000 square miles of land in Minnesota. Even if the 24,000 acres of proposed solar comes to fruition, it represents less than 1/10 of 1% of the land in Wright County. He is of the opinion that the magnitude of the problem is completely overblown. Leischow participated in the permitting process and felt that went well. It keeps the permitting for community solar gardens with the County. Conditions can be improved upon moving forward. He did not feel the moratorium would buy the County anything, as the large solar projects will go through with approval by the Public Utilities Commission (PUC).

With reference to having a voice with the PUC on these projects, Leischow suggested having State officials meet with the PUC to voice concerns. Borrell said Sunrise Energy Systems brought forth information to the Planning Commission on potential concerns, including the interconnection issue. Daleiden asked whether the County has heard back from the PUC in response to a letter sent voicing concerns with the Aurora Project in Buffalo Township. Lee Kelly, County Coordinator, said that the PUC has not responded but an Aurora Project representative emailed today indicating the County can contact them. Leischow said it is important to let the PUC know that Wright County has an Ordinance and that the County wants them to use it.

Sawatzke stated that Wright County has the responsibility to do the right thing and hopefully that is being done across the country. In Wright County, it may not seem like much if less than 1% of farm land is solar. However, to find alternate locations would be doing it better; if prime agricultural land is used, assuring it that it will be viable

for farming in the future. Sawatzke referenced comments by Rep. O'Neill about 24,000 acres being used in the State and stated that equates to about 1.25 million acres in the nation. Less viable property could be used versus taking the land out of good production. He hopes that this type of discussion is being held at Boards through the nation to make sure the land is protected.

Alan Johnson, Woodland Township. Johnson said many of the points brought forth were what he was going to voice himself. He said the Board is intent on doing the best thing for Wright County. The moratorium will allow review. He referenced the 3-17-16 Planning Commission meeting where Commissioner Borrell commented that the farmland involved in Woodland Township is some of the finest in the State. Johnson said this comes down to bidding solar against farmland. Land rental rates are 1/3 of what the solar industry is willing to pay. He added that there is not a place in the U.S. that takes used solar panels. He asked whether the County is allowing prime land to become hazardous dumps in the future. A moratorium would allow time to look into this further. Johnson closed by reading the Wright County Mission Statement, "To preserve and enhance the quality of life of its citizens by providing quality service, through a participatory process, that holds the welfare of its citizens and their environment as its primary objective."

Colleen Hollinger, Prairie Restorations. Hollinger said while it may see advantageous to place solar farms in gravel pits, those are generally remote locations far from substations. She asked if a young farmer did with the land what Aurora did, in order to bring more land into agricultural production, whether there would be a request for a moratorium. The response was that there are limitations on clear cutting and being involved in the farm program. Hollinger said Stearns County held a similar meeting recently. The idea was discussed of potentially asking solar developers to be good neighbors by planting with prairie plants. This releases carbon into the soil which helps with maintaining the land in case it is returned to farming. It may also help with pollination of crops on adjacent properties. She suggested tall prairie grasses for buffers. Stearns County tabled the issue and are setting up a short-term task force.

Karen Edwards, Woodland Township. Edwards said the mission should be about preserving land and listening to residents. Those that have spoken in favor thus far are those making money, not those that have lived on family farms that have gone through generations. Companies involved with the Aurora Project in Buffalo Township are from Italy and Greece. Land is being given to people who could care less about the properties, and the energy created is not benefiting Wright County residents.

Edwards referenced a project at 70th Street and Dempsey and asked that the project be included in the moratorium. She referenced a study that targets those leasing or selling land for solar farms. Some of the points brought forward include: Solar is not a farm but a factory and power plant; solar farms will change the future productivity of the land; solar panels contain chemicals and lead which could leach into farm land if the panel is broken; and it is unlikely that the land will be farmed again due to the lost productivity and change in the land. Business is dependent on farming as well (seed, fertilizer, chemical, hardware & lumber, equipment manufacturers, etc.). Decommissioning needs to be addressed. She attempted but could not locate Minnesota Solar on the internet. An Excel Energy articles states that Excel will not take responsibility for any claims or contracts for solar operators. Excel has released their name and logo for use. In addition, solar farms are not good use of land and are inefficient in producing energy. She said the reason it is a viable project is because of generous tax credits, the waiving of property taxes, zero interest start up loans, and federal/state mandates.

Edwards cited an article by the US Fish & Wildlife Service reflecting bird deaths associated with solar sites. The plants are now under federal investigation. Edwards referenced the approved project near Dempsey and 70th Street that would surround a property with panels (50' setback). Sawatzke explained that the County Board can't include a project in the moratorium if it has been approved. The Planning Commission can address what types of conditions to place on the project. Edwards referenced an article on the panel manufacturing which reflects that solar farms are mostly erected on surfaces that are not suitable for agriculture (landfills, former military areas, abandoned mining sites, industrial properties, commercial wastelands, and desert regions).

John Czantskowski, Franklin Township Supervisor, supports the solar moratorium. He said solar goes against the City of Delano's Land Use Plan and the Township's Land Use Plan. Overwhelmingly, the residents that come to meetings don't want solar farms, and he said they should listen to those that live in this area. Regarding farm land and the comment that it can return to that use, Czantskowski said those farmers will be gone in 25 years. He

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conversed with an electrician who indicated that when subsidies are gone, the solar panels can't pay for themselves. Czantskowski said that it is time that government be brought back to the local people and not listen to unelected officials like the PUC. He restated that he supports the moratorium to provide more time to obtain more information.

David Holland. Holland owns 40 acres below a proposed solar area. He said this discussion is not about solar versus non solar; solar is good for the environment. However, he said the proposed site is ludicrous. It is prime farm land. For 30 years he has planted trees and seedlings on his property. Those involved with the solar industry are in it for the money. There is the potential for solar companies to file bankruptcy and then taxpayers will be responsible for the site. Holland said that if this goes through, he will consider placing a casino on his 40 acres which will bring jobs to the area. He said the Commissioners are elected to do the right thing. Sawatzke clarified that if a project was applied for prior to the Public Hearing today, the moratorium will not apply.

Julie Mader, Woodland Township. Mader inquired about health impacts to residents given the impact of solar on birds, insects and cattle. She lives in an area where a project was approved by the County. A hearing was held but potential health issues were not discussed. Mader supports the moratorium, and thinks the companies in support of solar are looking at the financial gain. It has been proven that solar panels are not very efficient.

Andy Melka, Minnesota Solar Connection. Melka said Minnesota Solar Connection has no Minnesota projects. He referenced a USDA Farm Report from 6-30-15 which reflects that in 2013, Minnesota had 19,450,000 acres planted; in 2015, that number had grown to 20,630,000 acres. There are many different drivers of the agricultural market (worldwide commodity prices, weather, and technology). Farmers are making the decision voluntarily to lease the land as they can make more money than farming the land.

Harlan Anderson, Cokato Township. Anderson said his family is planting their 147th crop this year with two generations to follow. He extended appreciation to the Board and to Planning & Zoning for their efforts both now and in the past. Anderson went on to say that farmers are being used as pawns in this situation, with statements being made about taking care of the farmers. He referenced the million acres of land affected by buffer strip legislation with no compensation to farmers and no way for farmers to have input. He said that instead of worrying about the farmers and saving agricultural land, it would be good to find out what the special interest is of those involved. Anderson is confident in the rules set by the County and lives by those rules. If there is an ordinance on solar panels, he said it should be followed. Townships have a right to a moratorium if they choose differently. He asked the Board to be cautious with the PUC. If a moratorium is implemented, then the PUC may proceed with approval of Aurora projects. As a farmer, Anderson said he is not opposed to panels. Alternative energies need to be looked into.

Steve Nisbitt, Wright Hennepin Electric, Rockford MN. Nisbitt said Wright Hennepin is not part of the Excel Community Solar Garden Program. Wright Hennepin has no State mandate for solar projects. The solar projects they are working on are based on the request of members. He said 24,000 of the 50,000 cooperative consumers are located in Wright County, with 63% expressing an interest in having solar power as part of the future. Nisbitt said Wright Hennepin Electric has been in the County since 1936 and will be here through the life of the panels and beyond. A memorandum was submitted by Wright Hennepin to the Board for consideration to allow smaller scale projects to proceed that are low impact for farmers, are close to substations, and do not involve clear cutting. Two Wright Hennepin sites will be affected by the moratorium. They are within 400' of a substation and both take up 10 acres. Regarding the project in Middleville Township, CUP approval was received from the Township. Because the property does not have an entitlement, they are waiting for the decision by Wright County for restricted parcels to move forward. The site in Maple Lake Township would be affected by this.

Chuck Beisner, SunShare, Community Solar Developer, Minneapolis. Beisner said the Ordinance in place is good, and conditions can be imposed if needed. He requested the Board not impose a moratorium. If the Ordinance needs to be changed, he asked that Wright County form a task force. Borrell is unsure whether the Ordinance will change, but feels there needs to be review on conditions that can be imposed. Some of the conditions that should be looked at are possibly using membranes when placing gravel, bonding, and reclamation. Husom stated that in the history of the Land Use Plan, 3 years is a short period of time. It is a completely new industry that wasn't anticipated 3 years ago. Potter stated there needs to be local control. The PUC is bypassing local officials.

Jerry Mcraith, Waverly. Mcraith asked that consideration be given to the safety of neighboring property owners and how solar panels will affect property values. Sawatzke responded that those items can be discussed as part of the CUP approval process.

Scott Johnson, Excel Energy Community Relations Manager. Johnson stated that Excel is not leasing the company name or logo to any community developer. Excel is taking action on those that are using their name. Businesses are their own entity applying to use the community solar program. There are two programs including the utility based program and the community solar program. Johnson participated on solar breakout sessions in McLeod County that worked well.

Sawatzke referenced the Aurora Project in Excel territory in Buffalo Township and asked the power poles in the road right of ways. Johnson did not know the specifics of the project but was informed the 10 poles referenced were separate from the existing power poles in case of issues with the substation. They do not want to interrupt power to other consumers. Sawatzke said the poles on Eaken Avenue were not supposed to be there and are far into the road right of way. He asked whether that can be corrected. Johnson said that on the site, he understands those facilities have to be underground. Excel's practice is to put the poles along the edge of the road right of way but understands trees may have impacted the pole location. Those poles are not part of the State's permitting process as they are outside of the site. It is part of the permitting process through the Township. Board members conveyed that they would like Johnson to assure communications occur between Excel Energy and Buffalo Township.

DeWayne Bauman, Franklin Township Supervisor. Bauman said that Gordy Simonson of Solar Stone offered his assistance with Franklin Township's moratorium. Bauman feels it is important to keep the moratorium going to get a handle on things. He was approached by Minnesota Solar after the last Planning & Zoning Meeting with a question on what they need to do. Bauman said going forward in 2017-2018, the requests should not involve prime agricultural land.

Greg Froelke, Novel Energy and MN Community Solar, St. Cloud. Froelke said the location is limited for placement of solar to make them financially viable. Because of this, he does not feel there will be endless sites that can be developed. He offered the suggestion of a dual use property. Two of their locations near St. Cloud include a cemetery and an abandoned parcel. The reason it is desirable to locate near a power station is economics. Froelke said it doesn't make sense to have a blanket moratorium to cover everything. There will be solar, it is just a matter of when. He referenced solar in Colorado and at St. John's University in Minnesota (1 megawatt). At St. Johns, there have not been dead birds or animals. While on a recent tour of the site, he heard a hum from the tracking system but viewed it as a lot less noise than the nearby freeway. Borrell stated the County Board and members of the Planning Commission toured the site at St. John's. The inverter does make noise but probably can't be heard 100' away. He is unsure of the impacts on bees.

Pauline Stoll. Owns property next to an approved solar location. In response to Stoll, Sawatzke said that if the site has been permitted prior to the moratorium, the moratorium will not apply. Riley stated that panels can be installed 50' of the property line but the Planning Commission can require more distance. Riley provided his contact information to Stoll.

Don Schmidt, Buffalo Township Supervisor. Schmidt referenced a large project approved north of Buffalo (not the Aurora project) which went before the Planning Commission. He stated Buffalo Township was adamantly opposed from the beginning. At the Planning Commission level, two members were also adamantly opposed. One member was absent so there was a tie vote. Eventually the vote passed 5:2, against the wishes of the Township. Schmidt said the reason Planning Commission members gave was the applicants met the criteria so they had to vote for approval. Schmidt said it takes the control out of their hands. If denied, the applicants would have the option of District Court. Sawatzke said that is why the Ordinance needs to be amended. Right now, an applicant can come in with a request for a parcel of prime agricultural land and meet the criteria. It is difficult to deny and have it stand up in court.

Karen Edwards, Woodland Township. Edwards said the issue of financial viability continues to be brought forth when discussing prime agricultural land and proximity to a substation. When a person opens a business, they pay the associated costs and do not infringe upon the rights of others. Regarding the noise associated with solar, she

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does not want noise. That is the reason she moved to the country. Prime agricultural land should not be used for solar farms. If that doesn't work, then it is not a viable business. She said that once some of the solar factories have gained right to the property, other uses are occurring (cell and microwave towers, wells being dug). She said what can be located on the property should be considered when they are writing guidelines. Edwards restated that Excel is not taking responsibility for claims and contracts offered by solar plants.

Leander Wetter, Buffalo. Wetter brought forth the suggestion of companies providing bonding for land that is used. In 1972, Planning & Zoning required a $500 bond for a gravel pit located near them. Today, the cost estimate to clean that land is $16,000. He reiterated that discussions should include remediation of the land.

Representative Marion O'Neill. Rep. O'Neill commended the Board for holding the Public Hearing to listen to people and to weigh both sides. She is not pro either side but pro Wright County and making sure they are doing what is right for people. Rep. O'Neill introduced a bill amendment relating to not permitting if 3 or more acres of trees will be clear cut. Part of the reason is the clear cutting of 11 acres of mature hardwood trees in Buffalo Township. She asked the Commissioners to think about the 1.5% State mandate will do to Minnesota.

Rep. O'Neill recently spoke with a Minnesota Power representative. Their projects are mostly in the Duluth area. She was told that clear cutting 100% of forested land is required to put in solar panels and fields. She asked the Board to think about the concept that there is no law that prohibits clear cutting. For every acre of trees, 6 tons of carbon is captured. Rep. O'Neill said if this about carbon and saving the earth, she does not understand why the movement would be first to a forested area versus last.

Representative O'Neill said the entire State will be looking at what is being done in Wright County. Land use is incredibly important. There are great concerns when prime agricultural land is taken. She had a researcher at the House of Representatives look at the initial filings from Geronimo Energy and Enel Energy, and it was not approved for them to cut trees down. That may result in a lawsuit. She appreciates the County taking time for review, and asked them to consider the State-wide impact as well.

Greg Froelke, Novel Energy and MN Community Solar, St. Cloud. Froelke owns a cabin northwest of Brainerd. He referenced the DNR logging projects and the resulting mess that is not cleaned up. He asked where the concern is about that problem. With regard to prime agricultural land, he said there are opportunities to locate solar elsewhere.

Dan Kyllonen, Middleville Township Planning/Zoning Administrator. He stated that it is a Federal Law that clear cutting can only occur on an 18 acre spot. The area can be close but not continuous.

Dean Leischow, Sunrise Energy Systems. Leischow said almost every property they are working with is being farmed today. Their largest argument to a township or county is the future use of the property, which is generally development. Leischow's opinion is that they have the control they need and a moratorium will not help. He offered to participate in the review process.

Sawatzke called for additional public comment. Hearing none, the Public Hearing was closed at 11:50 A.M.

Daleiden questioned whether the Ordinance requires township approval in this situation. Kryzer stated it does not require township approval but input. That input is evaluated by the Planning Commission. Daleiden asked if a township does not support a request, would that argument hold up in court. Kryzer stated if the Board denies an application solely based on the township's denial of it, the Court may have a hard time finding that to be reasonable. The County needs to apply the facts that are given to the Planning Commission to the criteria in the Ordinance. Specific findings need to be made detailing how it would impact the health, safety, property values, and general welfare as part of the denial process. Neighborhood opposition cannot be used by itself as a basis for denial of an application. Concrete facts are needed as to why it the application is denied. That was the issue for the Planning Commission for the parcel approved in Buffalo Township. They didn't have concrete facts supporting the health, safety and welfare on that denial. If challenged in court, he thought this would have been a difficult defense on the part of the County.

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Husom asked whether the Ordinance could be amended to include township approval. Sawatzke said that can't be done. However, they could discuss this more in depth with townships and create an overlay district. Kryzer felt creating an overlay district would be appropriate, as well as conditions that could be used as a potential denial if they are not met. Kryzer estimated it could take up to a year to create an overlay district. Minor changes, to include public hearings, could be 2-3 months.

Daleiden made a motion to adopt Resolution 16-29 to continue the moratorium for 3 months. Kryzer stated that the draft resolution is for 1 year, which is the maximum for the moratorium. It was the consensus that "3 months" will be replaced in the resolution anywhere "12 months" is cited. The motion was seconded by Borrell.

Sawatzke suggested that the 3-month timeline may be inadequate and offered a timeline of 6 months. He also supports putting together a task force to discuss this further. Those on the task force could include the County Board, Townships, Wright Hennepin, Excel, and representation from the solar industry.

Daleiden and Borrell amended the motion to include "6 months" replacing "12 months" throughout the resolution language. Sawatzke commented that there was input today by those in the industry asking the County not to move forward with the moratorium and indicated safeguards that could be put into place on a case-by-case basis. Sawatzke said that currently there may be cases where the location is not ideal and could be problematic but the County would not have the ability to deny those based upon the Ordinance. He stated there are items that possibly should be included in the Ordinance relative to vegetation, running of the power from the facility to the substation, bonding, and land alteration. It was the consensus that the establishment of the committee should be placed on the next County Board Agenda. Anyone interested in serving on that committee should contact Sean Riley, Planning & Zoning Administrator. The motion to adopt Resolution #16-29 carried 5-0 on a roll call vote.

RESOLUTION #16-29
ADOPTING A ZONING ORDINANCE
INSTITUTING AN EMERGENCY MORATORIUM ON SOLAR ENERGY FARMS

Whereas, the Wright County Zoning Ordinance contains standards for the issuance of a conditional use permit for Solar Energy Farms; and

Whereas, the Office of Planning and Zoning has been accepting a number of applications related to the creation of Solar Energy Farms and this has resulting in a number of comments being made by townships, cities, and members of the general public; and

Whereas, the Office of Planning and Zoning and the Wright County Planning Commission are under great development pressure with applications related to Solar Energy Farms; and

Whereas, the Wright County Board of Commissioners has been reviewing the Wright County Zoning Ordinance with respect to Solar Energy Farms and changes may be necessary to protect public health, safety, and general welfare; and

Whereas, pursuant to Minnesota Statute § 394.34, the Wright County Board of Commissioners adopted a temporary interim zoning ordinance instituting a moratorium on the processing of any future applications to allow time to classify and regulate uses and related matters and to determine whether a proposed ordinance amendments should be adopted and implemented to protect the public health, safety and general welfare; and

Whereas, notice was published and a public hearings was conducted on a long term moratorium not to exceed six months; and

Whereas, the Wright County Board of Commissioners finds:

1. An emergency zoning ordinance instituting a moratorium prohibiting further Solar Energy Farms is necessary in order to hold discussions and hearings to determine whether a longer term moratorium zoning

ordinance shall be adopted and implemented, to protect the public health, safety, and general welfare of the residents of Wright County.

2. An emergency exists because based on the recent development pressure as well the comments received from the community, the townships, and the cities, the Wright County Zoning Ordinance does not afford the protection needed to ensure that the residents of Wright County are not adversely affected.

3. It is in the interests of public health, safety, and the general welfare to impose a moratorium for a period not to exceed six months.

NOW THEREFORE BE IT RESOLVED, by the Wright County Board of Commissioners, that this resolution adopting an emergency zoning ordinance instituting a six month moratorium on approval and acceptance of applications for Solar Energy Farms shall become effective immediately upon its passage and publication and shall remain in effect for a period not to exceed six months; and

BE IT FURTHER RESOLVED, that the Wright County Office of Planning and Zoning is directed to administratively deny any applications during the period in which this interim ordinance is in effect; and

FINALLY, BE IT FURTHER RESOLVED, that the Wright County Office of Planning and Zoning shall schedule, publish, and notice public hearings as necessary for the purpose of studying and drafting proposed amendments and changes to the Wright County Solar Ordinance and that a final hearing on any proposed changes or amendments shall be held within six months.

(End of Resolution #16-29)

The meeting recessed at 12:07 P.M. and reconvened at 12:15 P.M.

ITEMS FOR CONSIDERATION

Resolution Designating The Week Of May 15-21, 2016 As Emergency Medical Services Week
On a motion by Husom, second by Potter, roll call vote carried 5-0 to adopt Resolution #16-30 designating the week of May 15-21, 2016 as EMS Week in Wright County.

Resolution Authorizing Appropriate County Officials (Director Of Parks & Recreation) To Sign Grant Applications, Agreements, And Certifications In Regards To The Wright County Snowmobile Association Participation In The Grant In Aid Snowmobile Assistance Program For The 2016-2017 Season
On a motion by Potter, second by Daleiden, roll call voted carried 5-0 to adopt Resolution #16-31 authorizing the requested action.

Cancel Board Meeting In August (5 Tuesdays)
Daleiden moved to cancel the 8-09-16 County Board Meeting. The motion carried 5-0 on a second by Potter.

Schedule Committee Of The Whole Meeting Re: Transfer Of Nuclear Emergency Preparedness Department To The Emergency Manager's/Sheriff's Department (Kelly)
Daleiden moved to schedule a Committee Of The Whole Meeting for 5-25-16 at 1:00 P.M. The motion was seconded by Husom and carried 5-0.

ADVISORY COMMITTEE / ADVISORY BOARD UPDATES

1. Transportation Day at the Capitol. Potter attended the conference committee hearing last week.
2. Owners Committee. Sawatzke and Potter attended. It included a tour of the new Highway Building.
3. SWCD. Daleiden will attend a meeting on 5-12-16 regarding Ditch 31 and a culvert that Woodland Township inquired about.
4. SWCD. Borrell attended a SWCD Meeting on 5-09-16. The Regal Creek project has been completed.

The meeting adjourned at 12:28 P.M.

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WRIGHT COUNTY
REQUEST FOR BOARD ACTION

REQ. AGENDA TIME: _____ ***BOARD MEETING DATE:*** ***May 17, 2016*** ***CONSENT AGENDA:*** __X__

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

_ ADMINISTRATION ____.
ORIGINATING DEPARTMENT/SERVICE

X___Sunny M. Hesse_____ _____
REQUESTOR'S SIGNATURE

_____
REVIEWED BY/DATE

BOARD ACTION REQUESTED:
Request approval of MOA with AFSCME Unit regarding use of accrued vacation after six (6) months of employment.

BACKGROUND/JUSTIFICATION:
MOA to revise language under Article 18.2 Probationary Period and Accumulation to accurately reflect agreement regarding employee use of accrued vacation after six (6) months of employment despite change in probationary period to 12 months.

COUNTY ATTORNEY REVIEW DATE:

COUNTY COORDINATOR/DATE:

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

FINANCIAL IMPLICATIONS: $_____

BUDGETED: _____ _____
YES NO

FUNDING: _____ _____
LEVY OTHER

COMMENTS:

COMMENTS:

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement is entered into between Wright County (hereafter "County") and American Federation of State, County and Municipal Employees, AFL-CIO (hereafter "Union").

WHEREAS, the County and the Union are parties to a collective bargaining agreement effective January 1, 2015 – December 31, 2016; and

WHEREAS, the County and Union agreed in Article 14.1 "all newly hired or rehired employees hired on or after April 1, 2016 will serve a twelve (12) month probationary period"; and

WHEREAS, the County and Union reached a tentative agreement during contract negotiations that employees may use accrued vacation after six (6) months of employment as reflected in Article 3.13; and

WHEREAS, the language in Article 18.2 Probationary Period and Accumulation states "Employees…shall not be eligible to take vacation until the completion of the probationary period."

NOW, THEREFORE, the parties hereto have agreed as follows:

1. Article 18.2 Probationary Period and Accumulation will be revised as follows:

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

2. This Memorandum of Agreement constitutes the full and complete agreement between the parties regarding this matter.

3. The parties acknowledge they have read the foregoing Memorandum of Agreement and by signing the below affirm that they fully understand and agree to be bound by it terms and conditions.

IN WITNESS WHEREOF, the parties have caused this Settlement Agreement to be executed this _____ day of _____, 2016.

FOR COUNTY OF WRIGHT	FOR AMERICAN FEDERATION OF STATE, COUNTY & MUNICIPAL EMPLOYEES (AFSCME), Council 65
_____	_____
_____	_____

WRIGHT COUNTY
REQUEST FOR BOARD ACTION

REQ. AGENDA TIME: _____ ***BOARD MEETING DATE:*** _05/17/16_ ***CONSENT AGENDA:*** __X __

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

_ ADMINISTRATION ____.
ORIGINATING DEPARTMENT/SERVICE

X___Sunny M. Hesse_____ _____
REQUESTOR'S SIGNATURE

_____
REVIEWED BY/DATE

BOARD ACTION REQUESTED:

Request for extended non-medical employee personal leave per Wright County Personnel Policy 602.03 Personal Leave.

BACKGROUND/JUSTIFICATION:

A Corrections employee is requesting an extended personal leave for a military assignment which does not qualify for military leave. The employee will return to work on 10/1/2016. Staff recommends approval of this request.

COUNTY ATTORNEY REVIEW DATE:

FINANCIAL IMPLICATIONS: $_____

COUNTY COORDINATOR/DATE:

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

BUDGETED: _____ _____
YES **NO**

FUNDING: _____ _____
LEVY **OTHER**

COMMENTS:

COMMENTS:

WRIGHT COUNTY
REQUEST FOR BOARD ACTION

REQ. AGENDA TIME: _____ BOARD MEETING DATE: May 17, 2016_ CONSENT AGENDA: __X__

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

_ ADMINISTRATION ____.
ORIGINATING DEPARTMENT/SERVICE

X__Sunny M. Hsese_____ _____
REQUESTOR'S SIGNATURE

_____
REVIEWED BY/DATE

BOARD ACTION REQUESTED:

Request meeting of Committee of the Whole on Wednesday, June 15 for Recorder Interviews from 9:30 – 11:30 a.m.

BACKGROUND/JUSTIFICATION:

Recorder posting closed on March 24, 2016. Administration delayed interviews to review current organizational structure. While structure is still under review, determined need to fill position. Interviews are scheduled for June 15, 2016 from 9:30 – 11:30 a.m. for top two (2) applicants.

COUNTY ATTORNEY REVIEW DATE:

FINANCIAL IMPLICATIONS: $_____

COUNTY COORDINATOR/DATE:

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

BUDGETED: _____ _____
YES NO

FUNDING: _____ _____
LEVY OTHER

COMMENTS:

COMMENTS:

WRIGHT COUNTY
REQUEST FOR BOARD ACTION

Req. Agenda Time:		*Board Meeting Date:*	5-17-16	*Consent Agenda:*	X
Amt. of Time Required:		*Item For Consideration:*			

Assessor's Office	**Board Action Requested:**
Originating Department/Service	Approve Abatement, PID 101-062-001010, David & Terri Hobza
Requestor's Signature	
Reviewed By/Date	

Background/Justification:

David and Terri Hobza homestead PID#101-062-001010. The property owners were forced out of their home on May 28, 2015 as the result of a fire. The property owners were able to move back to the property on March 20, 2016. The Wright County Abatement policy does address this situation with the local option abatement. This abatement will adjust seven months of real estate taxes (payable year 2015) and two months of real estate taxes (payable year 2016) for the damaged structure.

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: May 17, 2016*** ***CONSENT AGENDA: X***

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

County Attorney .
ORIGINATING DEPARTMENT/SERVICE

x Greg Kryzer
REQUESTOR'S SIGNATURE

_____
REVIEWED BY/DATE

BOARD ACTION REQUESTED:

Schedule public hearing for Amendments to the Wright County Water Surface Use Ordinance for June 14, 2016, at 9:30 a.m.

BACKGROUND/JUSTIFICATION:

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*:**	5-17-16	***Consent Agenda*:**	X
Amt. of Time Required:		***Item For Consideration*:**			

Auditor-Treasurer's Office	**Board Action Requested:**
Originating Department/Service	Approve Claims as Listed in the Abstract, Subject to Audit, for a Total of $1,518,033.87 with 149 Vendors and 239 Transactions.
Requestor's Signature	
Reviewed By/Date	

Background/Justification:

Previous Action On Request/Other Parties Advised:

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

WRIGHT COUNTY
REQUEST FOR BOARD ACTION

REQ. AGENDA TIME: BOARD MEETING DATE: 5-17-16 ***CONSENT AGENDA: X***

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

County Board

ORIGINATING DEPARTMENT/SERVICE

X _____
REQUESTOR'S SIGNATURE

5/9/16
REVIEWED BY/DATE

BOARD ACTION REQUESTED:

Replace 1.0 FTE PHN

BACKGROUND/JUSTIFICATION:
Current PHN (Amy Nystuen) is resigning as of 5/20/16. This is a needed PHN position. Requesting replacement for this position.

COUNTY ATTORNEY REVIEW DATE:

FINANCIAL IMPLICATIONS:
$_____

BUDGETED: ____ ____
YES NO

FUNDING:

COUNTY COORDINATOR/DATE:

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

COMMENTS:

COMMENTS:

Wright County
Request for Board Action

Req. Agenda Time:		Board Meeting Date:	5/17/16	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 May 25th Technology Committee

Reviewed by/date

BACKGROUND/JUSTIFICATION:

Refer to the Technology Committee:

a. Board video retention

b. RightFax

c. Office 365

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: 05-17-16	Consent Agenda
Amt of Time Required: 20 min		Item for Consideration:	

Sheriff's Office

Originating Department

Requestor's Signature

BOARD ACTION REQUESTED:

-Approve resolution proclaiming the week of May 15th through 21st as Wright County Law Enforcement Officers week. (See attached resolution).

-Sheriff Hagerty will present awards to local law enforcement officers and citizens

Reviewed by/date

BACKGROUND/JUSTIFICATION:

National Police Week, which occurs each year during the week in which May 15th falls, recognizes the service and sacrifice of U.S. Law Enforcement. Established by a joint resolution of Congress in 1962, National Police Week pays special recognition to those Law Enforcement Officers who have lost their lives in the line of duty for the safety and protection of others.

In conjunction with this resolution Sheriff Hagerty would like to present awards to local Law Enforcement Officers and citizens.

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:**

RESOLUTION PROCLAIMING MAY 15TH – 21ST, 2016 AS LAW ENFORCEMENT OFFICERS WEEK IN WRIGHT COUNTY

WHEREAS the Law Enforcement officers of Wrigh County have worked devotedly and selflessly on behalf of the people of this county and the State of Minnesota, regardless of the peril or hazard to themselves; and

WHEREAS these officers have safeguarded the lives and property of their fellow citizens; and

WHEREAS by the enforcement of our laws, these same officers have given our county internal freedom from fear of violence and civil disorder; and

WHEREAS seven Wright County Law Enforcement Officers including Constable Charles Albert Washburn, Sheriff John C. Nugent Jr., Marshall Rudolph Maurer, Sheriff Paul Kritzeck, Sheriff James Kreitlow, Chief George Ryti, and Sheriff Roger Wrobbel have given the Ultimate sacrifice and lost their lives in the line of duty; and

WHEREAS these men and women of Law Enforcement by their patriotic service and their dedicated efforts have earned the gratitude of our community:

THEREFORE, BE IT RESOLVED that the Wright County Board of Commissioners formally declares May 15th-21st, 2016, as Law Enforcement Officers Week in Wright County, and publicly salutes the service of Law Enforcement Officers in our community and in communities across the nation

BIBLIOGRAPHY

Joint resolution of the U.S. Congress in October 1962

WRIGHT COUNTY
REQUEST FOR BOARD ACTION

***Req. Agenda Time*:**	9:05 a.m.	***Board Meeting Date*:**	3-8-16	***Consent Agenda*:**	
Amt. of Time Required:	5 min.	***Item For Consideration*:**			

Auditor-Treasurer's Office	**Board Action Requested:**
Originating Department/Service	Approve SeaChange Election Services Agreement.
Requestor's Signature	
Reviewed By/Date	

Background/Justification:

SeaChange is our vendor for ballot layout and ballot printing.

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:**

SEACHANGE
ELECTION SERVICES AGREEMENT

This Agreement is made as of the date it is executed by the last of the parties named below (the "Effective Date"),

BETWEEN: SeaChange Print Innovations, a Minnesota corporation ("SeaChange")

AND: Wright County Board of Commissioers ("Customer")

RECITALS:

A. This agreement shall commence on June 1, 2016 ("Effective Date") and expire May 31, 2020.

B. Customer has agreed to purchase certain election-related services from SeaChange for use in Wright County (the "Jurisdiction"). The terms and conditions under which such services shall be provided are set forth in the **GENERAL TERMS** attached hereto.

C. The following Exhibits are incorporated into, and constitute an integral part of, this Agreement (check all that apply):

__X__ Exhibit A (Summary of Services)

__X__ Exhibit B (Ballot Layout and Related Services)

__X__ Exhibit C (Ballot Printing Services)

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, each of the parties hereto:

- Agrees to the **GENERAL TERMS** and the terms and conditions set forth in each Exhibit.
- Agrees that at all times, this Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota.
- Represents and warrants to the other party that as of its signature date indicated below it has full power and authority to enter into and perform this Agreement, and that the person signing below on its behalf has been properly authorized to execute this Agreement.
- Acknowledges that it has read this Agreement, understands it and intends to be bound by it.

SEACHANGE
Attn: Doug Sunde
14505 27th Avenue North
Plymouth, MN 55447
Phone No.: (763) 586-3751
Fax No.: (320) 203-1290

Signature

Douglas T. Sunde
Name (Printed or Typed)

Vice-President, Election Services
Title

April 25, 2016
Date

Wright County
Attn: Auditor-Treasurer
10 2nd Street NW / Room 230
Buffalo, MN 55313-1195

Signature

Name (Printed or Typed)

Title

Date

ARTICLE I
GENERAL TERMS AND CONDITIONS

1. **Consideration.** The consideration to be paid by Customer to SeaChange for the services provided hereunder is set forth on the accompanying Exhibits.

2. **Limitation of Liability.** Neither party shall be liable for the other party's negligent or willful misconduct. SeaChange's total liability to Customer arising out of or relating to this Agreement shall not exceed the aggregate amount to be paid to SeaChange hereunder. Any action by Customer against SeaChange must be commenced within one (1) year after the cause of action has accrued. SeaChange shall not be liable under this Agreement for any claim, damage, loss, judgment, penalty, cost, amount paid in settlement or fee that is caused by Customer's failure to comply with election deadlines as set forth by Minnesota Rules, Statutes and the production calendar provided by SeaChange for each and every election. This Section 2 shall not apply to third party claims for indemnification that arise pursuant to Section 15 solely as a result of SeaChange's actions or inactions.

3. **Excusable Nonperformance**. Except for a delay or failure in the payment of money, if either party is delayed or prevented from performing its obligations under this Agreement due to any cause beyond its reasonable control, including natural disaster, fire, flood, unusually severe weather, terrorism, insurrection, war, Acts of God, labor disputes and governmental regulations, the delay shall be excused during the continuance of, and to the extent of, such cause, and the period of performance shall be extended to the extent necessary to allow performance after the cause of delay has been removed. SeaChange agrees to work with Customer, at Customer's request, to develop mutually agreeable alternatives in order to minimize the negative impact of any such delay.

4. **Exclusive Service Provider.** Customer hereby agrees to use SeaChange as its exclusive provider for the products and services set forth on Exhibits B and C attached hereto from SeaChange for the Term of this Agreement at the pricing set forth on each applicable Exhibit. However, it is not mandatory that the county utilize SeaChange for the items listed as optional "Other Layout Related Services" in Exhibit B. Customer's agreement to purchase the ballot layout and printing services from SeaChange for the entire Term entitles Customer to receive the preferred pricing for each product or service as provided herein. In the event that Customer terminates its purchase commitment prior to expiration of the Term of this Agreement for any reason other than for cause pursuant to Article I, Section 5, of this Agreement, or purchases any such products or services from a provider other than SeaChange, or does not pay for such products or services provided by SeaChange pursuant to the payment terms in Exhibit A during the Term, Customer shall no longer be entitled to receive the pricing set forth on Exhibits B-C, as applicable, and shall pay SeaChange its then current rates for future products and services and pay the recovery amount described in Exhibit A.

5. **Term; Termination.** This Agreement shall be in effect for a four-year period beginning on the Effective Date, covering all elections within the Jurisdiction beginning sixty (60) days after the Effective Date (the "Term"). This Agreement may be terminated, in writing, at any time by either party if the other party breaches any material provision hereof and does not cure such breach within thirty (30) days after it receives written notification thereof from the non-breaching party or as otherwise set forth in Exhibit A attached hereto. Subject to the terms and conditions set forth on Exhibit A, this Agreement may be terminated by either party without cause upon thirty (30) days written notice to the other. In addition, this Agreement may be terminated by either party, upon seven (7) days written notice, in the event the Customer purchases and/or licenses a voting system from a vendor other than Election Systems & Software, LLC.

4. **Subcontracting & Assignment.** SeaChange shall not enter into any subcontract or performance of any services contemplated under this Agreement, nor assign any interest in the Agreement without the prior written approval of the Customer and subject to such conditions and provisions as the Customer may deem necessary. SeaChange shall be responsible for the performance of all subcontractors. In the event of the sale, transfer or assignment of all or substantially all of the ownership interest or assets of SeaChange, or the complete termination of the Government Division of SeaChange, either of which shall be substantiated with reasonably sufficient documentation of the same, either party may terminate this agreement by providing sixty (60) calendar days prior written notice.

5. **Entire Agreement.** This Agreement, including all Exhibits hereto (all of which are incorporated herein by this reference), contains the entire agreement of the parties with respect to the subject matter hereof and shall supersede and replace any and all other prior or contemporaneous discussions, negotiations, agreements or understandings between the parties, whether written or oral, regarding the subject matter hereof. Any provision of any purchase order, form or other agreement which conflicts with or is in addition to the provisions of this Agreement shall be of no force or effect. In the event of any conflict between a provision contained in an Exhibit to this Agreement and these General Terms, the provision contained in the Exhibit shall control. No waiver, amendment or modification of any provision of this Agreement shall be effective unless in writing and signed by the party against whom such waiver, amendment or modification is sought to be enforced. No consent by either party to, or waiver of, a breach by either party shall constitute a consent to or waiver of any other different or subsequent breach by either party.

6. **Notice.** Any notice or other communication required or permitted hereunder shall be in writing, and will be deemed given when delivered personally, sent by confirmed fax, sent by commercial overnight courier (with written verification of receipt) or sent by registered or certified mail, return receipt requested, postage prepaid, when the return receipt is received. All communications shall be sent to the attention of the persons listed on the signature page to this Agreement and at the addresses or fax numbers set forth on such signature page unless other names, addresses or fax numbers are provided by either or both parties.

7. **Disputes**.

Remedies for Past Due Payments. If any payment to SeaChange is past due more than thirty (30) days, SeaChange may suspend performance under this Agreement until such amount is paid.

Dispute Resolution Process. Time is of the essence in resolving disputes. The initiating party shall notify the responding party of any dispute, including all relevant information (e.g., the nature of the dispute, dates, times, persons involved). The responding party shall respond to the notification within five (5) business days. Thereafter, the parties shall use their good faith efforts to resolve the dispute within a reasonable period of time. Notwithstanding anything in this Section 9 to the contrary, either party may apply to any court located within the State of Minnesota having jurisdiction over the subject matter of the dispute for a temporary restraining order, preliminary injunction, or other appropriate legal remedy at any time.

8. **Data Privacy**. All data collected, created, received, maintained or disseminated, or used for any purposes in the course of SeaChange's performance of this Agreement is governed by the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13 (the "Act"), or any other applicable state statutes and any state rules adopted to implement the Act, as well as state statutes and federal regulations on data privacy. SeaChange agrees to abide by these statutes, rules and regulations as they may be amended.

9. **Compliance with Laws; Governing Law**.

a. In performing its obligations or enjoying its rights under this Agreement, each party shall comply with all applicable laws and regulations.

b. No person shall, on the grounds of race, color, religion, age, sex, disability, marital status, public assistance, creed, or national origin, be excluded from full employment rights in, participation in, be denied the benefits of, or be otherwise subjected to discrimination under any and all applicable federal and state laws against discrimination including but not limited to the Civil Rights Act of 1964. SeaChange will furnish Customer all reports required by Executive Order No. 11246 and Revised Order No. 4, and by the rules and regulations and orders of the Secretary of Labor, the Minnesota Department of Human Services for purposes of investigation to ascertain compliance with such rules, regulations and orders. The provisions of Minn. Stat. Section 181.59, regarding nondiscrimination and violations related there from are incorporated in this Section by reference as an obligation of SeaChange. If during the term of this Agreement, it is discovered that SeaChange is not in compliance with the applicable statutes and regulations or if SeaChange engages in any discriminatory practices, then Customer may cancel this Agreement as set forth in Section 5 above.

c. The laws of the State of Minnesota shall govern this Agreement.

10. **Independent Contractor**. SeaChange is providing its services to Customer as an independent contractor, and shall not be deemed to be a "state actor" for purposes of 42 U.S.C. § 1983.

11. **Record Disclosures/Monitoring Procedures**. SeaChange records, documents, papers, accounting procedures and practices, and other evidences relevant to this Agreement are subject to the examination, duplications, transcription and audit by Customer and either the legislative or State Auditor, pursuant to Minn. Stat. § 16C.05, subd. 5. Such evidences are also subject to review by the Comptroller General of the United States, or a duly authorized representative, if federal funds are used for any work under this Agreement. SeaChange agrees to maintain such evidences for a period of six (6) years from the date services or payment were last provided or make or longer if any audit in progress requires a longer retention period.

12. **Insurance**. During the term of this Agreement, SeaChange shall maintain the following insurance:

Commercial General Liability and Professional Liability: $1,000,000 per incident; $2,000,000 aggregate;

Automobile Coverage: $1,000,000 per incident/aggregate; and Workers' Compensation Insurance.

13. **Indemnification**. SeaChange, as one party, and Customer, as another party, hereby agree to indemnify, defend and hold harmless the other party from and against any and all claims, liabilities, losses, damages, costs and expenses, including, but not limited to, court costs and attorneys' fees, which result from or relate to a breach of such party's obligations under this Agreement. The County's obligation to indemnify shall be limited by tort liability caps in Chapter 466 of Minnesota Statutes, and the County does not waive any defenses or immunities it may possess related to such a claim.

14. **Ownership of Documents**. Any reports, studies, or other documents prepared by SeaChange in the performance of its obligations under this Agreement shall be the exclusive property of the Customer, and all such materials shall be remitted to the Customer by the SeaChange upon completion, termination, or cancellation of this Agreement. SeaChange shall not use, willingly allow, or cause to have such materials used for any purpose other than performance of SeaChange's obligations under this Agreement without the prior written consent of the Customer.

15. **Other.** SeaChange will not be responsible for (a) user errors, (b) voter errors or (c) problems encountered by any individual in voting. SeaChange may engage subcontractors to provide certain of the services, but shall remain fully responsible for such performance. The provisions of Sections 1-4, 6, 8, 10, 13, 15 and this Section 16 shall survive the termination of this Agreement, to the extent applicable.

[END OF GENERAL TERMS]

EXHIBIT A
SUMMARY OF SERVICES

Sale Summary:	
Description	**Refer to**
Ballot Layout and File Management Services	Exhibit B
Ballot Printing Services	Exhibit C
Terms & Conditions:	
Note 1: Any applicable state and local taxes are not included, and are the responsibility of Customer.	
Note 2: Payment terms: Ballot Layout and Ballot Printing Services will be invoiced as Services are provided. 100% of invoice total due within 35 calendar days of invoice date.	
Note 3: Customer understands, acknowledges and agrees that SeaChange's discounted fees for the products and services described on the accompanying exhibits are based upon (a) a contractual commitment by Customer to exclusively subscribe for and purchase such products and services for a period of at least four (4) years, (b) SeaChange's dedication of sufficient resources during the Term to provide such products, perform such services and provide associated prioritization of Customer in its service deliveries, and (c) the descriptions of such products and services in the accompanying exhibits. In the event that Customer either (a) changes its commitment to a period of less than four (4) years for any reason other than a termination "for cause" pursuant to Article I, Section 5, of this Agreement, or (b) elects to purchase SeaChange's products and/or services on a non-exclusive basis, Customer hereby agrees to promptly pay to SeaChange a fee in an amount equal to the difference between (i) the amount paid or to be paid by Customer for the products and services provided by SeaChange during the immediately preceding twelve month period computed by using the Discounted Fees and (ii) the amount that would have been paid by Customer for such products and services during the same period computed by using the Non-Discounted Fees (the "Recovery Amount"). For purposes of clarification, the Recovery Amount is an amount in addition to (and not in lieu of) any and all other costs, expenses and fees owed by Customer to SeaChange pursuant to the terms of this Agreement.	
Note 4: The fees set forth in Exhibit B and Exhibit C apply to the original order at the time of Customer submission. Any changes, alternations, re-prints or additional ballots are not subject to the fees as set forth in Exhibit B and Exhibit C.	
Note 5: SeaChange may increase the per unit fees as set forth in the accompanying exhibits in 2020 by not more than 8% of the amount of the most recent per unit fees paid by Customer.	
Note 6: The fees set forth in this agreement are for services provided to the Customer. In the event the Customer acts as a facilitator of services for other jurisdictions within their county, in whole or in part, and is the billing entity for the services provided, the fees in the accompanying exhibits would apply.	

EXHIBIT B
BALLOT LAYOUT SERVICES

Ballot Layout Service Pricing		
Description	**Non-Discounted Fees**	**Discounted Fees**
Paper Ballot Layout		
English only:		
1 to 500 Ballot Styles	$90.00 per style	$55.00 per style
501 or more Ballot Styles	$70.00 per style	$45.00 per style
Languages other than English:		
1 to 500 Faces, per Language	$120.00 per style	$65.00 per style
501 or more Faces, per Language	$110.00 per style	$55.00 per style
Other Layout Related Services (Optional Services)		
UOCAVA Extracted PDF files	$10.75 per style	$5.40 per style
SOS Web Formatted Electronic PDF files	$10.75 per style	$5.40 per style
Publication Ballot – Federal, State, & County Offices Only	$350.00	$185.00
Publication Ballot – All Offices for given election	$700.00	$375.00

Note 1: Prices are exclusive of freight which will be billed separately.

Note 2: Any applicable state and local taxes are not included, and are the responsibility of Customer.

Note 3: Payment terms are 100% of invoice total due within 35 calendar days of invoice date.

[END OF EXHIBIT B]

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EXHIBIT C
BALLOT PRINTING SERVICES

Service Description	Price per Ballot (Based on Ballots Ordered)	
	< 100,000	> 100,000
Optical Scan Ballots:		
Base ballot charge – 14" Ballot	$0.26	$0.25
Base ballot charge – 17" Ballot	$0.29	$0.28
Backside of ballot	$0.03	$0.03
Stub and / or numbering	$0.03	$0.03
Folding (Set-up charge of $30 also applies)	$0.04	$0.04
Corner Cutting ballots	$0.01	$0.01
Packaging (if other than 100's)	$0.01	$0.01
Prices are exclusive of freight, which will be billed separately.		
19" ballots are quoted separately.		

Note 1: Special requests, including watermarking, unique packaging requirements and expedited delivery requirements are not included in the table above, and will be priced separately.

Note 2: Unexpected and material changes in costs, such as paper, may result in changes to the fees reflected above.

Note 3: SeaChange may increase the per unit fees in years 2016 by not more than 8% of the amount of the most recent per unit fees paid by Customer.

[END OF EXHIBIT C]

20160420v1

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To: Wright County Board Members
From: Cathleen Gabriel
Re: Recap of cases and Legal work on Child Protection Cases 2015
Date: May 17, 2016

CHILD PROTECTION CASES - WRIGHT COUNTY

1. CHIPS and Termination/Permanency assigned to Attorney

YEAR:	Number of Cases:
2011	48
2012	35
2013	55
2014	54
2015	44

2. Hours on cases:

January	99
February	90
March	100
April	90.5
May	80.5
June	100
July	100
August	85.5
September	90
October	100
November	105
December	105
TOTAL:	1,145.5

Other relevant information from 2015:

4 Completed Trials (-2)
3 Appeal – not filing party
There was 3 conflict case needed another attorney
In 2014 there was 23 Emergency Protection Hearings I attended.

WRIGHT COUNTY
REQUEST FOR BOARD ACTION

REQ. AGENDA TIME: _____ *BOARD MEETING DATE:* 05/17/16 *CONSENT AGENDA* ____.

AMT. OF TIME REQUIRED: 5 Min. *ITEM FOR CONSIDERATION:* _____.

HIGHWAY.
ORIGINATING DEPARTMENT/SERVICE

X _____
REQUESTOR'S SIGNATURE

_____
REVIEWED BY/DATE

BOARD ACTION REQUESTED:

Acceptance of 2015 Annual Report
For
Highway Department

BACKGROUND/JUSTIFICATION:

This report was distributed at the May 10, 2016 Board meeting. I will be available to answer any questions or respond to any comments on behalf of my staff.

PREVIOUS ACTION ON REQUEST/OTHER PARTIES ADVISED:

DATE/TIME RECEIVED IN ADMINISTRATION OFFICE:

COUNTY ATTORNEY REVIEW DATE:

FINANCIAL IMPLICATIONS: $_____

BUDGETED: ____ ____
YES NO

COUNTY COORDINATOR/DATE:

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

FUNDING: ____ ____
LEVY OTHER

COMMENTS:

COMMENTS:

WRIGHT COUNTY
REQUEST FOR BOARD ACTION

REQ. AGENDA TIME: _____ *BOARD MEETING DATE:* 05-17-16 *CONSENT AGENDA:* _____.

AMT. OF TIME REQUIRED: 10 min *ITEM FOR CONSIDERATION:* _____.

HIGHWAY
ORIGINATING DEPARTMENT/SERVICE

Virgil D. Hanfin
REQUESTOR'S SIGNATURE

_____.
REVIEWED BY/DATE

BOARD ACTION REQUESTED:

Approve Owners Committee Meeting Minutes from April 7
and
Act on Proposed Change Orders
and Further Recommendations

BACKGROUND/JUSTIFICATION:

Minutes and attachments are included.

PREVIOUS ACTION ON REQUEST/OTHER PARTIES ADVISED:

DATE/TIME RECEIVED IN ADMINISTRATION OFFICE:

COUNTY ATTORNEY REVIEW DATE:

FINANCIAL IMPLICATIONS: $_____.

BUDGETED: ___. YES ___. NO

COUNTY COORDINATOR/DATE:

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

FUNDING: _____ LEVY . _____. OTHER

COMMENTS:

COMMENTS:

WRIGHT COUNTY
OWNERS COMMITTEE

Meeting Minutes
UNAPPROVED
April 7, 2016
10:30 a.m.
Wright County Public Works Building
Meeting Room 114A

Members Attending:
Michael Potter, County Commissioner
Pat Sawatzke, County Commissioner
Virgil Hawkins, Highway Engineer
Lee Kelly, County Coordinator

Others Attending:
Ken Francois, Kraus-Anderson
Dan Lind, HCM
Chris Larkin, Kraus-Anderson
Brad Hatfield, Building Maintenance
Tim Dahl, Risk Management
Adam Tagarro, IT Department Head
Bill Cordell, Senior Traffic Technician
Chad Hausmann, Assistant Highway Engineer
Brian Jans, Shop/Maintenance Equipment Superintendent
Barb Holmquist, Wright County
[See Attachment 1]

1. Project Update

Francois handed out a summary of a four-month schedule [Attachment 2] that began with accomplishments from the previous month. Wood blocking has been completed around the window openings in the office area, and half of the vehicle storage area now has concrete poured on grade. Exterior insulation has been installed and they are preparing for the installation of the metal panels that will wrap around the exterior of the office area. Overhead doors, the roof, metal panels, and electrical and mechanical finishes should be done by the beginning of June. They are close to being done with the fluid and lube work and the overhead crane installation. Larkin said that a bit of the site work has begun with cleaning of the area, and they will start digging for the retaining wall foundation for the loading dock, as weather permits. The parking lot site will be graded and class 5 will be placed. Paving and landscaping will begin in May.

2. Change Order Update [Attachment 4]:

There were a total of seven change orders presented. PCO #135, for a total of $1,168, was to add steel tubing in order to lower the wall supports for the divider walls so that they match ceiling height in the breakroom. PCO #137, for a total of $1,611, is needed to change the ceiling in the IT room to help prevent escape of gas in the case of a fire event. PCO #140, for $1,214, is for the addition of some aluminum material to close a gap between the windows and the exterior brick cavity, which will prevent moisture from moving into that cavity. PCO #143 is a deduct of $2,440 due to the elimination of the coffee station island that was originally included in the plans. PCO #147, for $2,545, is for a revision of the guard rails to add gates for access to mezzanine with forklifts. PCO #154, for a total of $1,730, raised the height of the walls in the storage area for additional storage space and privacy. PCO #155 is a deduct of $1,759 for cancelation of an order for laminate countertops over filing cabinets. These will instead be provided by the furniture company. Francois said that there are still a handful of change orders that they are tracking for costs and revisions and will present them at a later date.

Francois said that coming in 2018, a new type of oil will be required for the new emissions requirements, but it is not compatible to the current engines and can't be used with anything built prior to 2018. This oil will need a separate tank and two new hose reels, which are not here yet. Additional cost for these items will run in the $10,000-$12,000 range. Sawatzke asked if this purchase installation could be delayed until 2018, and Jans said that he would rather be proactive, and Larkin said that it would easier to install it during construction. Jans added that the price of the tank and hose reels would most likely be considerably more expensive in two years. Sawatzke asked if the tanks would ever be obsolete, and Jans said that he guessed that there would never be an empty tank, and they can always be used for something else. It would be easier to set it up now, because this could be used for all trucks now and could be switched out later. Trucks from 2018 on will deal with this new emissions standard, and eventually all trucks will be traded out. However, there will still be some old equipment that will need to use oil from the old tanks. Potter said that he felt it should all be plumbed at the same time rather than bringing in people at a future date. Francois said that they will want to prep for the tank, and once all the information is finalized, they will get the information back to this committee. Sawatzke and Potter indicated that they were both fine with taking care of it now as long as it will be needed by 2018. Francois said that he will send out an email after he gets the final pricing, and Hawkins will forward it to Commissioners Sawatzke and Potter. Jans said that they have increased the tank size from 110 to 165, partly because he has been hearing that the minimum purchase is 75 gallons to meet the criteria for bulk prices. Going with a larger tank will allow them to take advantage of the bulk price without emptying the tank too low and risk running out of oil. For now, only the $4,069 in change orders as presented will be approved.

Potter referenced the $21,354 for potential change orders [Attachment 4] that are still under review, and Francois said that until things are finalized, they have the amount in there as a placeholder. There are still some changes that have to be made if they meet the threshold, such as flooring in the server room to prevent the discharge of static. Tagarro explained that various things can go wrong with an arc to the mother board and other random problems with the machines. They also want to be prepped for adding more services if they are needed in the future. It is more efficient and economical to do the prep work now. Larkin said that they are ready to put the floor in and they are supposed to start pulling fiber sometime in April. Both Sawazke and Potter agreed that the installation of the anti-static flooring should be done.

3. Other:

Hawkins said that $225,000 was budgeted for the asphalt surface at the new building and the bid came in at $193,000, and Tagarro added that IT work for the building is currently running about $9,000 under projections.

Francois said that he is currently in the process of taking care of some details regarding the joint sealing, fence gates, and the monument sign.

Larkin said that waterproofing of the concrete in the wash bay area is needed because of the standing water that will be there most of the time, and if not taken care of, the concrete will crack. Francois said that he has received a firm price for waterproofing, and it's somewhere in the neighborhood of $2,000. Sawatzke thought that this seemed a bit high, and Francois agreed, but he didn't feel that the price would vary much between different vendors. Francois said that he would get another quote. There was some discussion about the drainage of water from the wash bay and if it is being properly channeled. Jans said that all the work and plans have been documented by Planning & Zoning, because hazardous waste treatment needs documentation. Testing will have to be done from time to

time. The collection tank is already installed below the surface, about eight feet deep in the building with a manhole cover. Sawatzke said that he would like to see it lined with something like a rubber membrane in order to protect it, and Francois said that he will see if anyone has that type of product. Francois said that he will check on several things related to this issue and be in touch with Dahl.

The next meeting will be held on May 5, 2016 at 10:30 a.m.

The meeting was adjourned at 12:15 p.m.

Respectfully submitted,

Barb Holmquist

ATTACHMENT 1

Public Meeting
Wright County Highway Department
OWNERS COMMITTEE
Highway Department Facility
April 7, 2016
SIGN-IN SHEET

Name	Representing	Initial or Sign
1. Chris Husom Wright County Commissioner	District #1	X
2. Pat Sawatzke Wright County Commissioner	District #2	P.S.
3. Mark Daleiden Wright County Commissioner	District #3	X
4. Michael Potter Wright County Commissioner	District #4	MP
5. Charles Borrell Wright County Commissioner	District #5	X
6. Virgil Hawkins Highway Engineer	Wright County	VH
7. Chad Hausmann Assistant Highway Engineer	Wright County	
8. Steve Meyer Highway Maintenance Superintendent	Wright County	
9. Brian Jans Equipment Maintenance Superintendent	Wright County	B.J.
10. Ken Francois	Kraus Anderson	K.F.
11. Chris Larkin	Kraus Anderson	CS
12. Dan Lind	HCM	DJL
13. Adam Tagarro	WC	AT
14. Lee Kelly	WC	LK
15. Tim Dahl	WC	
Bill Corder	WC	BC

15. Brad Hatfield	Wright County	Bldg. Maint.
16.		
17.		
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Wright County Highway Department

Four Month Rolling Milestone Schedule

April 7th, 2016

ATTACHMENT 2

Previous month:

- Completed the wood blocking around the window openings in the office area.
- Poured the slab on grade in the half of vehicle storage, loading dock, fluids room, and the remainder of the fleet maintenance and vehicle lift pit.
- Completed 95% of the MEP rough-ins.
- Installed the exterior insulation and furring for the metal panels around the office area.
- All roof top equipment has been set.
- Framing for the walls in the office area has completed and MEP wall rough-in are ongoing.
- Finishing the all masonry walls.

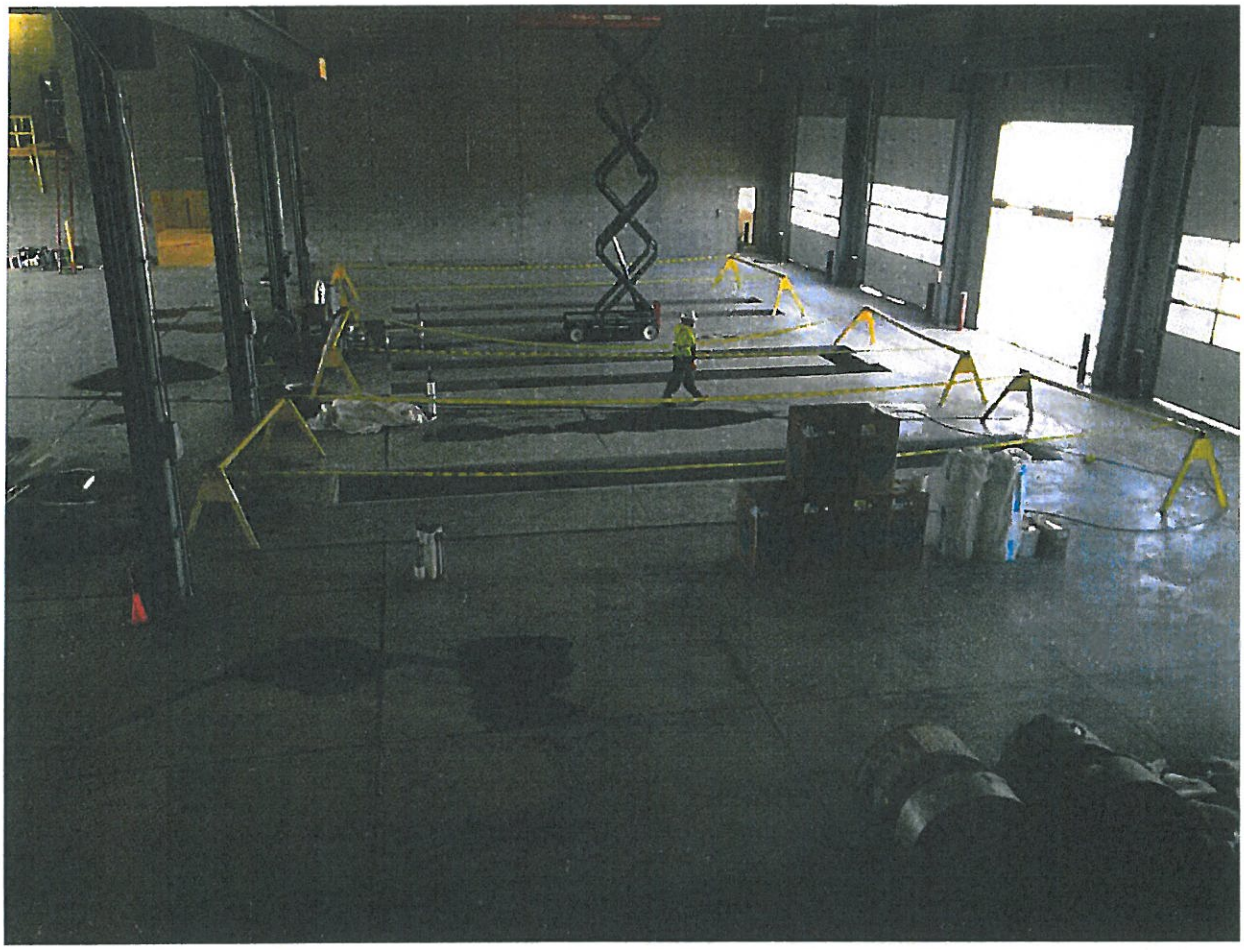
Current Operations:

- Installing the final roofing membrane and the parapet flashing.
- Mechanical and electrical are starting installing finish products.
- Metal handrails and platforms are being installed.
- Windows are being installed.
- Drywall finishing has started in the office area.
- Excavating for the loading dock retaining walls.
- Exterior metal panels installation is starting.
- Starting to prep for site work.

Future 2 Months:

- Building:
  - Complete roof detailing
  - Complete the OH door installation
  - Complete the window installation.
  - Complete the exterior metal panels.
  - Complete the mechanical and electrical finishes.
  - Complete all slab on grade.
  - Complete interior finishes.
  - Start vehicle lift installation. (shipping from Europe this week)
  - Start Fluid/Lube System installation.
  - Start the overhead crane installation.
- Site:
  - Rough grade the site and place class 5.
  - Install curb and gutter and exterior concrete.
  - Install asphalt paving.
  - Install landscaping.

Prepping to pour in the vehicle storage bay. Photo taken 4/4/16.



Fleet Maintenance with vehicle lift pits poured. Photo taken 4/4/16.

Metal platform and handrails in the washbay. Photo taken 4/4/16.

Excavating for the loading dock retaining walls. Photo taken 4/4/16.

View in the open office area. Photo taken 4/4/16.

ATTACHMENT 3

Wright County Highway Department Project

April 7, 2016

Change Order Review

Change Orders Presented for Approval:

1. **PCO #135 (RFI #95) – Total $1,168:** Add tube steel the lower the operable wall supports to match ceiling height in the breakroom.
2. **PCO #137 (RFI #82R) – Total $1,611:** Change the ceiling in the IT room 202 from an ACT ceiling to a drywall ceiling in order to prevent the fire suppression clean agent gas from escaping in a fire event.
3. **PCO #140 (RFI #99) – Total $1,214:** Add aluminum break metal where the exterior windows met the brick cavity or the precast insulation to prevent moisture from migrating into the window frames.
4. **PCO #143 (PD #27) – Total Deduct ($2,440):** Eliminate the coffee station island.
5. **PCO #147 (RFI #104) – Total $2,545:** Revise the guard rails at the vehicle storage mezzanine storage areas to include removal sections for access.
6. **PCO #154 – Total $1,730:** Change the walls in storage room 104 from half high walls to full height walls.
7. **PCO #155 – Total Deduct ($1,759):** Eliminate the Plastic Laminate countertops over the file cabinets. The furniture provider will be providing these tops.

Total Change Orders Presented: $4,069

KRAUS-ANDERSON®
CONSTRUCTION COMPANY

Date: 4/7/2016

Overall Project Budget

Owner: **Wright County**
Project: **Highway Department Facility**
Location: **Buffalo, MN**
Architect: **HCM Architects**

ATTACHMENT 4

Description	Budget	Remarks
Total Available Dollars		
2015 Bond Issue	$17,000,000	
TOTAL REVENUE	**$17,000,000**	
Construction Costs Budget		
Site Improvements		
Wright County Site Rough Grading Work	$99,730	By Wright County (Frattalone)
Wright County Aggregate Base	$25,000	By Wright County
Wright County Asphalt Pavement	$193,804	Bid Date 3/8/16
New Facility		
Bid Day Contracts - BP #1 & BP#2 w/ Alternates	$11,062,191	
Future Contracts		
Joint Sealants	$31,000	Getting Quotes
Fence and Gates	$28,200	Getting Quotes
Monument Sign	$25,000	Getting Quotes
Equipment		
Vehicle Lifts	$375,000	County is purchasing off of State contract
Hose Reels, tanks, compressors and associated piping	$229,585	Bid Date 2/25/16
Parts Racking / Storage Racking	$75,000	Allowance
Welding Equipment	$100,000	Allowance
Work Benches	$95,000	Allowance
Construction Contingency		
Change Orders Written	$167,992	
Change Orders Proposed	$4,069	
Potential Change Orders	$21,354	Still under review
Contingency Remaining	**$389,337**	
Total Construction Budget	**$12,922,262**	
Soft Cost Budget		
A/E Fees	$688,850	Updated 11/4/15
CM Fee / Site Services	$528,424	
General Conditions	$375,000	
FFE Programming	INCLD	Architect Provided
Construction Testing / Special Inspections Testing / Soil Borings	$50,000	By Wright County (Braun est. $48,132)
Final Cleaning	$35,000	Allowance
Building Permits	$80,000	Allowance
SAC Charges / WAC Charges	$15,000	Allowance
Site Survey	$12,500	By Wright County
Total Soft Cost Budget	**$1,784,774**	
Owner Costs Budget		
Furniture Fixtures and Equipment	$250,000	Allowance
Technology / Equipment	$257,000	Allowance
Total Owner Costs Budget	**$507,000**	
TOTAL PROJECT COST	**$15,214,036**	Constr. Cost + Soft Costs + Owner Costs
Project Balance Available	**$1,785,964**	Under Budget
		10.5%

WRIGHT COUNTY
REQUEST FOR BOARD ACTION

REQ. AGENDA TIME: _____ *BOARD MEETING DATE:* *05-17-16* *CONSENT AGENDA* ____.

AMT. OF TIME REQUIRED: 3 min. *ITEM FOR CONSIDERATION:* _____.

HIGHWAY.
ORIGINATING DEPARTMENT/SERVICE

X Virgil D. Hawkins
REQUESTOR'S SIGNATURE

REVIEWED BY/DATE

BOARD ACTION REQUESTED:

Set Transportation Committee of the Whole Meeting to Discuss Transportation Items

BACKGROUND/JUSTIFICATION:

1. **Discuss Road Tour/Finalize 5 Year Plan**
2. **Request from City of Buffalo (Hwy 35 Retaining Wall)**

Suggested dates for meeting:

May 23 @ 1:15 p.m.; or after the County Board meeting on May 24; or other, week of May 31-June 3

PREVIOUS ACTION ON REQUEST/OTHER PARTIES ADVISED:

DATE/TIME RECEIVED IN ADMINISTRATION OFFICE:	**COUNTY ATTORNEY REVIEW DATE:**	**FINANCIAL IMPLICATIONS: $**_____ **BUDGETED:** ____ ____ (YES NO)
COUNTY COORDINATOR/DATE:	**ADMINISTRATIVE RECOMMENDATION:** ☐ APPROVAL ☐ DENIAL ☐ NO RECOMMENDATION	**FUNDING:** ____ ____ (LEVY OTHER)
COMMENTS:		**COMMENTS:**

WRIGHT COUNTY

REQUEST FOR BOARD ACTION

REQ. AGENDA TIME any BOARD MEETING DATE: May 17, 2016

AMT. OF TIME REQUIRED 10 minutes ITEM FOR CONSIDERATION: Solar Farm Work Group

PLANNING & ZONING Originating Dept. _____ Requester's Signature _____ Reviewed by/Date	BOARD ACTION REQUESTED: Update on Solar Farm Work Group

BACKGROUND/JUSTIFICATION:

PREVIOUS ACTION ON REQUEST/OTHER PARTIES ADVISED:

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

COMMENTS:

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

BUILDING COMMITTEE
MINUTES
May 10, 2016

MEMBERS PRESENT: Potter, Daleiden, and Kelly

OTHERS PRESENT: Wilczek, Hatfield

I. Annex Restroom / Custodial Closet

Wilczek provided an overview of the restroom project budget pricing as submitted by Kraus Anderson Construction Company. Discussion by all members agreed the price seemed high for the scope, but understood it was an all-encompassing budget. Discussion by the group identified the next step in the process would be to have a bid spec drawing completed by HCM Architects and solicit bids for hard numbers.

Recommendation:
Daleiden and Potter recommended moving forward with obtaining a price from HCM Architects to develop bid documents for the project with the intention to bid the project for future consideration.

II. Elevator Repairs

Kelly presented a proposal from Minnesota Elevator Inc. (MEI) to repair / update the courts elevator. The proposal identified multiple items citing code requirements, but through discussion, some items didn't seem code related and there wasn't supporting documents from an inspector requiring the work.

Recommendation:
Daleiden recommended holding off on the work until further detail could be discussed and asked that another vendor take a look at the scope for pricing & requirements. Wilczek will be discussing the referenced elevator inspection with MEI and connecting with another vendor to look at the cab.

DRAFT

KRAUS-ANDERSON®
CONSTRUCTION COMPANY

Innovative Construction Solutions

8625 Rendova Street NE
P.O. Box 158
Circle Pines, MN 55014
O 763.786.7711
F 763.786.2650
www.krausanderson.com

May 9, 2015

Mr. Alan Wilczek
Wright County Facilities Service Director
10 2nd Street NW, Room 235
Buffalo, Minnesota 55313

Re: Wright County Courthouse Bathroom Remodel

Dear Mr. Hatfield:

Kraus-Anderson® Construction Company is pleased to provide you with the following Budget Proposal for the Wright County Courthouse Bathroom Remodel per HCM Architects plans.

The following items are inclusive of work to be performed in this estimate:

- Please see attached assumptions and clarifications
- Please see the attached estimate summary.
- Please see the attached preliminary project schedule.

Kraus-Anderson® Construction Company is pleased to provide this estimate for the scope of work as stated above for the budget amount of **TWO HUNDRED FIFTY-NINE THOUSAND TWO HUNDRED THIRTY-EIGHT AND NO/100 DOLLARS ($259,238.00).** This does not include any design or engineering fees.

Thank you for the opportunity to provide this budget proposal. We look forward to being of service to you. Please feel free to call me at (763) 786-7711 with any comments, questions or concerns.

Very truly yours,

KRAUS-ANDERSON® CONSTRUCTION COMPANY

Ken Francois

Ken Francois
Project Manager

Cc: Dan Lind – HCM Architects
Brad Hatfield – Wright County

WRIGHT COUNTY COURTHOUSE BATHROOM REMODEL

Assumptions and Clarifications

General:

A. Our Budget Proposal is based on the HCM Architects plans a0.0, d2.1, a2.1 dated 4/21/16 and Emanuelson-Podas design narrative dated 4/21/16.
B. We have included a six week construction schedule with full time onsite supervision.
C. We intend to perform the work during normal business hours working Monday through Friday.
D. Building permit is included. We have not included any costs for SAC/WAC.
E. Builders Risk insurance is assumed to be by Wright County.
F. Hazardous Material handling/removal has been excluded from this proposal.
G. We assume that general water, electrical, and building heating costs will be paid by Wright County.
H. A construction contingency of 5% is included for use of unforeseen conditions during construction. A 5% design contingency included for project design and scope changes.
I. We have NOT included any Architectural or Engineer design fees.
J. FF&E is not included.
K. Cost for a performance and payment bond for Kraus-Anderson is not included.

Demolition:

A. Includes the demolition of all ceilings, walls, toilet partitions and doors as shown on drawings.
B. Includes the demolition of the existing floor and wall tile and includes $2,000 for floor grind of mortar.
C. Includes core drilling the concrete floor for the new floor drain and includes and allowance of $2,000 to xray floors if needed.
D. We have included dumpsters, dust partitions and final cleaning.
E. All MEP demolition costs are included in the MEP line items.

Structural:

N/A

Exterior Construction:

A. We have included an allowance of $3,000 for roof patching for a new exhaust fan curb if needed.

Interior Construction:

B. We have included (2) new HM doors and frames with hardware.
C. Includes (3) new solid surface corian countertops.
D. We have included a new drywall partitions between new bathrooms with tile backer board and sound insulation in bathroom exterior walls.
E. Includes new floor tile and new wall tile up to 6' AFF.
F. Includes new ACT ceilings in both bathrooms. Excludes patching of existing ACT on the office side of the new walls.
G. Includes paint all walls, doors and frames as shown and includes a $500 paint touch up allowance.
H. Includes $250 for signage
I. Includes new plastic toilet partitions with toilet accessories and grab bars.
J. Includes (2) baby changing stations.

Fire Protection Systems:

A. Permits, engineering and drawings as required.

B. Includes materials and labor to relocate branch lines and heads necessary to accommodate the new layout.

Mechanical Systems:

A. Permits as required
B. Demo as required.
C. (6) New wall hung water closets with carriers
D. (3) New Wall hung urinals with carriers
E. (4) New wall drop-in sinks.
F. (2) New floor drains.
G. (1) New single height ADA drinking fountain with bottle filler.
H. New Grennheck 2,400cfm toilet exhaust fan for the toilet to replace existing exhaust fan with a new roof curb. No structural upgrades are included if required. Includes air balancing.
I. New galvanized ductwork with grills as required.
J. Excludes any BAS control work however none is anticipated.

Electrical Systems:

A. Permits required
B. Demo as required
C. Electrical Serice is assumed to be pulled form an existing panel.
D. Lighting
    a. (10) 2x2 Direct/Indirect LED troffer fixtures.
    b. (4) motion detectors and switches as needed
E. Power
    a. (2) 20amp GFI receptacles (one in each bathroom).
    b. Power to the new exhaust fan
F. Includes relocating (3) fire alarm devices.

KRAUS-ANDERSON® CONSTRUCTION COMPANY

Date: 5/5/2016
Revision # 1
Revision Date: 5/9/2016

Owner: **Wright County**
Project: **Courthouse Bathroom Remodel**
Location: **Buffalo, MN**
Designer: **HCM Architects**

Project Manager: K. Francois

	Item Description	Quantity	U of M	Unit Cost	Material	Quantity	U of M	Unit Cost	Labor	Quantity	U of M	Unit Cost	Subcontractor	TOTAL
DIVISION 02 - EXISTING CONDITIONS														
02 4100	Demolition													
	HM Doors and frames				$0	4	ea	$320.00	$1,280				$0	$1,280
	Existing toilet partitions				$0	5	ea	$320.00	$1,600				$0	$1,600
	ACT				$0	278	sf	$1.25	$348				$0	$348
	Floor Tile demo				$0	278	sf	$7.50	$2,085				$0	$2,085
	Wall tile demo				$0	615	sf	$5.00	$3,075				$0	$3,075
	Floor grinding				$0	1	ls	$2,000.00	$2,000				$0	$2,000
	Demo Carpet				$0	98	sf	$1.50	$147				$0	$147
	Demo Walls				$0	772	sf	$0.50	$386				$0	$386
02 4110	Cutting & Patching Procedures				$0				$0				$0	$0
	Core Drill floor				$0				$0	1	ls	$1,500.00	$1,500	$1,500
	Xray Floors				$0				$0	1	ls	$2,000.00	$2,000	$2,000
02 4115	Selective Demolition				$0				$0				$0	$0
	Dust Partitions	1	ls	$750.00	$750	8	hrs	$75.00	$600				$0	$1,350
	Dumpsters				$0				$0	6	ea	$350.00	$2,100	$2,100
	Final Cleaning				$0				$0	1	ls	$2,000.00	$2,000	$2,000
DIVISION 03 - CONCRETE														
	Patch existing floors a janitor Sink					1	ls	$200.00	$200				$0	$200
DIVISION 04 - MASONRY														
	N/A													
DIVISION 05- METALS														
	N/A													
DIVISION 06- WOODS, PLASTICS & COMPOSITES														
06 1000	Rough Carpentry (Backing)	1	ls	$1,000.00	$1,000				$0				$0	$1,000
	Solid Surface Tops w/ supports	1	ls	$750.00	$750				$0	30	sf	$100.00	$3,000	$3,750
DIVISION 07- THERMAL & MOISTURE PROTECTION														
07 4500	Roof Patching				$0				$0	1	ls	$3,000.00	$3,000	$3,000
07 9200	Joint Sealants				$0				$0	1	ls	$750.00	$750	$750
DIVISION 08- DOORS AND WINDOWS														
08 1100	Metal Doors & Frames	2	ea	$1,100.00	$2,200	By Supt			$0				$0	$2,200
08 7100	Door Hardware				$0				$0			Included	$0	$0
DIVISION 09- FINISHES														
09 2200	Gypsum Board Assemblies													
	Furring				$0				$0	0	sf	$6.00	$0	$0
	New Walls 12' w/ insul and tile backer 6'				$0				$0	512	sf	$10.00	$5,120	$5,120
	New Walls 9'				$0				$0	347	sf	$6.50	$2,256	$2,256
	Patch existing walls				$0				$0	1	ls	$750.00	$750	$750
09 3000	Tile													
	Floor Tile				$0				$0	520	sf	$25.00	$13,000	$13,000
	Wall Tile 6' AFF				$0				$0	1216	sf	$17.50	$21,280	$21,280
09 5100	Acoustical Ceilings				$0				$0				$0	$0
	Vinyl Rock in Bathrooms				$0				$0	520	sf	$3.50	$1,820	$1,820
	Floor Prep				$0				$0	1	ls	$500.00	$500	$500
09 9100	Painting Walls				$0				$0	1542	sf	$1.25	$1,928	$1,928
	Painting Doors and Frames				$0				$0	2	ea	$250.00	$500	$500
	Painting Misc Touch Up				$0				$0	1	Allow	$500.00	$500	$500
DIVISION 10- SPECIALTIES														
10 1400	Signage	1	ls	$100.00	$100	By Supt			$0				$0	$100
	Toilet Partitions & Accessories	6	ea	$1,500.00	$9,000	By Supt			$0				$0	$9,000
	Urinal Screens	2	ea	$650.00	$1,300	By Supt			$0				$0	$1,300
	Baby Changing Stations	2	ea	$300.00	$600	By Supt			$0				$0	$600
DIVISION 11- EQUIPMENT														
	N/A													
DIVISION 12- FURNISHINGS														
	N/A													
DIVISION 13- SPECIAL CONSTRUCTION														
	N/A													
DIVISION 14- CONVEYING SYSTEMS														
	N/A													
DIVISION 21 - FIRE SUPPRESSION														
21 1000	Water-Bsd Fire Suppress System				$0				$0	1	ls	$2,500.00	$2,500	$2,500
DIVISION 22 - PLUMBING														
22 1000	Plumbing Piping and Pumps				$0				$0			Included in HVA	$0	$0
22 3000	Plumbing Equipment				$0				$0			Included in HVA	$0	$0
22 4000	Plumbing Fixtures				$0				$0			Included in HVA	$0	$0
DIVISION 23 - HEATING, VENTILATION & AIR CONDITIONING (HVAC)														
23 2000	HVAC Piping & Pumps				$0				$0	1	ls	$77,750.00	$77,750	$77,750
23 3000	HVAC Air Distribution				$0				$0				$0	$0
DIVISION 24 - INTEGRATED AUTOMATION														
	N/A				$0				$0				$0	$0
DIVISION 25 - ELECTRICAL														
26 1000	Med-Voltage Elec Distribution				$0				$0	1	ls	$8,000.00	$8,000	$8,000
26 2000	Low-Voltage Elec Transmission				$0				$0			Included	$0	$0
26 5100	Interior Lighting				$0				$0			Included	$0	$0
26 5200	Emergency Lighting				$0				$0			Included	$0	$0
26 5300	Exit Lighting				$0				$0			Included	$0	$0
DIVISION 27 - COMMUNICATIONS														
	N/A				$0				$0				$0	$0
DIVISION 28 - ELECTRONIC SAFETY & SECURITY														
28 3100	Fire Detection and Alarm				$0				$0			Included	$0	$0
DIVISION 31 - EARTHWORK														
	N/A													
DIVISION 32 - EXTERIOR IMPROVEMENTS														
	N/A													
DIVISION 33 - UTILITIES														

KRAUS-ANDERSON®
CONSTRUCTION COMPANY

Date: 5/5/2016
Revision # 1
Revision Date: 5/9/2016

Owner: Wright County
Project: Courthouse Bathroom Remodel
Location: Buffalo, MN
Designer: HCM Architects

Project Manager: K. Francois

	Item Description	Quantity	U of M	Unit Cost	Material	Quantity	U of M	Unit Cost	Labor	Quantity	U of M	Unit Cost	Subcontractor	TOTAL
	N/A													
	SUBTOTAL				$15,700				$11,721				$150,253	$177,674

GENERAL CONDITIONS		
General Conditions		$39,602
PERMITS, INSURANCE, TESTING		
Umbrella Liability Insurance	0.8%	$1,630
Builders Risk Insurance	By Owner	$0
Permits and Fees	2%	$5,035
PROJECT CONTINGENCY		
Design Contingency	5.0%	$11,197
Construction Contingency	5.0%	$11,757
CONTRACTOR FEE	5.0%	$12,345
TOTAL ESTIMATED CONSTRUCTION COST		$259,238

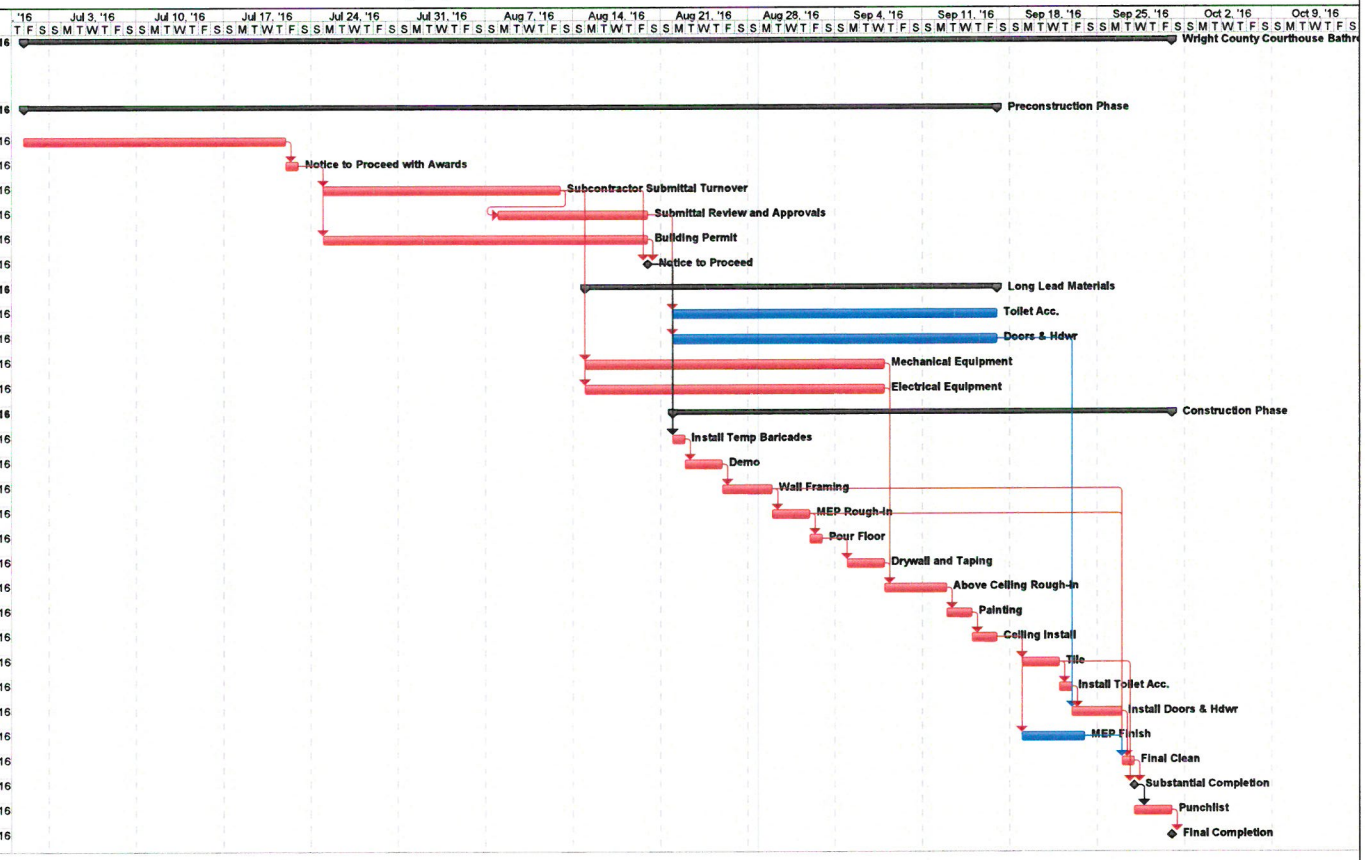
KRAUS-ANDERSON®
CONSTRUCTION COMPANY

Wright County Courthouse Bathroom Remodel

Preliminary Project Schedule

Date: May 5, 2016

ID	Task Name	Duration	Start	Finish
1	**Wright County Courthouse Bathroom Remodel**	**66 days**	**Fri 7/1/16**	**Fri 9/30/16**
2	**Preconstruction Phase**	**56 days**	**Fri 7/1/16**	**Fri 9/16/16**
3	Soilicate Bids	15 days	Fri 7/1/16	Thu 7/21/16
4	Notice to Proceed with Awards	1 day	Fri 7/22/16	Fri 7/22/16
5	Subcontractor Submittal Turnover	15 days	Mon 7/25/16	Fri 8/12/16
6	Submittal Review and Approvals	10 days	Mon 8/8/16	Fri 8/19/16
7	Building Permit	20 days	Mon 7/25/16	Fri 8/19/16
8	Notice to Proceed	0 days	Fri 8/19/16	Fri 8/19/16
9	**Long Lead Materials**	**25 days**	**Mon 8/15/16**	**Fri 9/16/16**
10	Toilet Acc.	20 days	Mon 8/22/16	Fri 9/16/16
11	Doors & Hdwr	20 days	Mon 8/22/16	Fri 9/16/16
12	Mechanical Equipment	18 days	Mon 8/15/16	Wed 9/7/16
13	Electrical Equipment	18 days	Mon 8/15/16	Wed 9/7/16
14	**Construction Phase**	**30 days**	**Mon 8/22/16**	**Fri 9/30/16**
15	Install Temp Baricades	1 day	Mon 8/22/16	Mon 8/22/16
16	Demo	3 days	Tue 8/23/16	Thu 8/25/16
17	Wall Framing	2 days	Fri 8/26/16	Mon 8/29/16
18	MEP Rough-in	3 days	Tue 8/30/16	Thu 9/1/16
19	Pour Floor	1 day	Fri 9/2/16	Fri 9/2/16
20	Drywall and Taping	3 days	Mon 9/5/16	Wed 9/7/16
21	Above Ceiling Rough-In	3 days	Thu 9/8/16	Mon 9/12/16
22	Painting	2 days	Tue 9/13/16	Wed 9/14/16
23	Ceiling Install	2 days	Thu 9/15/16	Fri 9/16/16
24	Tile	3 days	Mon 9/19/16	Wed 9/21/16
25	Install Toilet Acc.	1 day	Thu 9/22/16	Thu 9/22/16
26	Install Doors & Hdwr	2 days	Fri 9/23/16	Mon 9/26/16
27	MEP Finish	5 days	Mon 9/19/16	Fri 9/23/16
28	Final Clean	1 day	Tue 9/27/16	Tue 9/27/16
29	Substantial Completion	0 days	Tue 9/27/16	Tue 9/27/16
30	Punchlist	3 days	Wed 9/28/16	Fri 9/30/16
31	Final Completion	0 days	Fri 9/30/16	Fri 9/30/16



Project: Valspar Polymer Preliminary P
Date: Mon 5/9/16

Task		Rolled Up Task		Split		Inactive Task		Duration-only		Finish-only			
Critical Task		Rolled Up Critical Task		External Tasks		Inactive Milestone		Manual Summary Rollup		Progress			
Milestone		Rolled Up Milestone		Project Summary		Inactive Summary		Manual Summary		Deadline			
Summary		Rolled Up Progress		Group By Summary		Manual Task		Start-only					

MEI
TOTAL ELEVATOR SOLUTIONS

19336 607th Avenue
Mankato, MN 56001
www.minnesotaelevator.com
Phone: (507) 245-3060 Fax: (507) 245-4194

ELEVATOR REPAIR PROPOSAL

JOB LOCATION:	Wright County Government Center 10 2Nd Street Nw Buffalo, Mn, 55313	**SUBMITTED TO:** **PHONE NO:** **EMAIL:**	Brad Hatfield 763-684-2308 brad.hatfield@co.wright.mn.us
CONTACT NAME:	Annette Pulvermacher	**PHONE NO:** **FAX:**	763-682-7684
WORK TYPE:	Elevator Code Compliance Modernizatic	**EMAIL:**	annette.pulvermacher@co.wright.mn.us
ELEVATOR:	ID: State ID 1008030 / A860-1	**QUOTE #:**	162634 - Rev 1

We propose here by to furnish material and labor-complete in accordance with specifications below, for the total net sum of:

PRICE: Seventy Nine Thousand Nine Hundred Sixty Five Dollars $79,965

Payment to be made: **Initial 40% of quoted amount will be invoiced upon receipt of materials and due within 30 days; final 60% will be invoiced upon completion of elevator repair work and due within 30 days.**

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from specifications below involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance. Customer agrees: (i) to submit to a credit review by our credit department as necessary and, if customer is deemed to be a risk for non-payment by our credit department, agree to alternate payment terms acceptable by both parties; (ii) to pay for all labor and materials referenced in this Proposal according to the Terms; (iii) to pay a late charge equal to twelve percent (12%) on any unpaid sums due under this Proposal which are not paid according to the Terms; (iv) to pay all costs of collecting any unpaid balance, including attorney's fees, court costs, filing fees, and all other collection related expenses incurred by MEI; (v) that all actions, claims or proceedings related to this Proposal shall be commenced and maintained exclusively in the State of Minnesota; (vi) irrevocably consents to submit to the personal jurisdiction and venue of Minnesota courts; and (vii) to pay all applicable taxes as prescribed by law. The validity, construction and performance of this Proposal shall be governed by and construed in accordance with Minnesota law.

Randy Dykhoff

Randy Dykhoff
4/1/2016

SCOPE OF WORK TO BE PERFORMED:

Minnesota Elevator, Inc. will supply all necessary labor, material, and permits needed to complete the work described below.

Scope of work for the hydraulic elevator modernization
Remove and replace with new:
Controller, Vertitron non-proprietary, with solid state motor starter system and full control features
Complete power unit with submersible pump and motor, all oil and pipe accessories and hardware
All new wiring, hoistway wire and new duct, car wiring and traveler, and machine room connections
2 new Door operators, F/R GAL MOVFR system with full on board control system
Door protection F/R safety edge full length scanner system

PROPOSAL VALID FOR 45 DAYS

MEI
TOTAL ELEVATOR SOLUTIONS

19336 607th Avenue
Mankato, MN 56001
www.minnesotaelevator.com
Phone: (507) 245-3060 Fax: (507) 245-4194

Hall fixtures surface mounted to meet ADA height at all landings
New Car operating station with code compliant fire service, ADA phone, Emergency alarm bell and light
Car door restrictor system F/R
New cartop operating station for code conformance

Retaining equipment:
Car sling and platform
Cab and Cab door
Entrance frames and sills
Rails
Pit buffers, jack, and pit equipment
Hoistway doors and frames

For more details of products used by Minnesota Elevator please check-out our web site at
www.meielevatorsolutions.com

Account Manager Contact Info
If you should find this proposal acceptable, please sign and date below, and return to me. If you have any questions about this proposal please feel free to contact me at 507-245-4191 or Randy.Dykhoff@meielevatorsolutions.com.

Acceptance of Proposal - The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified herein. Payment will be made as outlined above.

Authorized Signature to Perform: _____

Date of Acceptance: _____

Purchase Order Number: _____ MEI Quote Number: 162634 Rev 1

PROPOSAL VALID FOR 45 DAYS

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

PERSONNEL COMMITTEE MINUTES
COUNTY BOARD
May 10, 2016

MEMBERS PRESENT: Husom, Sawatzke, Kelly

OTHERS PRESENT: S. Hesse, T. Rasmuson

I. Hire of Additional Property Appraiser (County Board)

The local assessor contracted by Marysville Township has submitted notice of retirement. Marysville Township is considering whether it will hire externally or request appraisal services from Wright County. There are concerns additional Townships may also be requesting appraisal services from Wright County in the near future.

Recommendation: Assessor's office will gather more information from townships regarding Wright County appraisal services and the possible need to hire an additional FTE.

II. 67-day Temp Social Worker Position (HHS Board)

DRAFT

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

WAYS AND MEANS COMMITTEE
MINUTES
MAY 10, 2016

MEMBERS PRESENT: Husom, Sawatzke, and L. Kelly

OTHERS PRESENT: Rasmuson

I. ASSESSMENT CONTRACT RATES

County Assessor Tony Rasmuson distributed the following:

1) A list of assessment contract rates charged by area Counties;
2) A letter dated 12-01-14 from former County Assessor Greg Kramber to cities and townships in the County regarding the 2016 and 2017 Assessment Services Agreement; and
3) A copy of the 2016 and 2017 Assessment Services Agreement (see attachments).

Sawatzke confirmed that the County is currently charging $10.50 per parcel, and $25 under NC<500k (New Construction Less Than $500,000). Rasmuson said the number under the NC>500k (New Construction Greater than $500,000) should be $100, and not $50 as listed in the handout.

Rasmuson said Wright County has 61,000 parcels. Of that, 42,123 incur a parcel fee. He said the County has charged $10.50 per parcel for more than five years. Husom said it costs the County more to assess parcels than the revenue received. She thought the fee should be raised incrementally. Sawatzke suggested increasing the per parcel fee by $1 to $11.50 in 2018 and $12.00 in 2019. Rasmuson said past practice has been to bill per taxable parcel versus per parcel. The new contract just says "per parcel."

Rasmuson said he notified cities and townships in a recent letter that all parcels will be charged in the future based on the verbiage in the new contract. There are 6,000 exempt parcels in Wright County.

Rasmuson said cities and townships are required to notify the County about terminating the current at least 60 days prior to the 6-30-17 Agreement expiration date. Rasmuson will ask Chief Deputy County Attorney Brian Asleson review the new contract.

The Committee suggested increasing the fee for new construction less than $500,000 from $25 to $50, and the charge for new construction valued greater than $500,000 from $100 to $150.

Recommendation: Authorize the following increases for the 2018-2019 Assessment Contract Rate Agreement:

1) **Increase the per parcel charge from $10.50 to $11.50 in 2018 and $12.00 in 2019 (for all parcels);**
2) **Increase the charge for new construction valued at less than $500,000 from $25 per parcel to $50 per parcel; and**
3) **Increase the charge for new construction valued at more than $500,000 from $100 to $150 per parcel.**

DRAFT

County	Charge basis	Amount	NC<500k	NC>500k	True County
Benton	Per Parcel	$10.00	0	0	no
Carver	Residential Record	$12.00	0	0	no
	Agricultural Record	$12.50	0	0	
	C/I, apt, exempt record	$13.50	0	0	
Chisago		$0.00	0	0	yes
Isanti	Per Parcel	$0.00	0	0	yes
Kanabec		$7.00	0	0	no
Mcleod	Per Parcel	$10.50	0	0	no
Meeker	small city/township	$9.50	0	0	no
	Large city	$13.00	0	0	
Mille Lacs	Improved and Mfg. Homes	$8.00	0	0	no
	Unimproved	$5.00			
	Exempt	$5.00			
Morrison		$0.00	0	0	no
Pine	Average per parcel	$6.38	0	0	no
	Comm vacant	$5.00			
	comm improved	$25.00			
	PP/Mobile Homes	$5.00			
Sherburne	AG HSTD improved	$6.00	0	0	yes
	AG HSTD unimproved	$4.00			
	AG NHSD improved	$6.00			
	AG NHSD unimproved	$4.00			
	Seas. Rec improved	$6.00			
	Seas. Rec unimproved	$4.00			
	Non Ag HSTD improved	$6.00			
	Non Ag HSTD unimproved	$4.00			
	Non Ag NH improved	$6.00			
	Non Ag NH unimproved	$4.00			
	Apartments	$8.00			
	Apartments GOVT	$8.00			
	Resorts improved	$8.00			
	Resorts unimproved	$8.00			
	Commercial	$8.00			
	Industrial	$8.00			
	Utility	$8.00			
	Personal Property	$8.00			
	Mobile Homes	$8.00			
Stearns	Improved Taxable	$12.50	0	0	no
	Unimproved Taxable	$9.50			
	Auxillary Improved Taxable	$10.00			
	Improved Exempt	$9.25			
	Unimproved Exempt	$7.00			
	Auxillary Improved Exempt	$7.50			
Wright	Per Parcel	$10.50	25	100 ~~50~~	no

Gregory A. Kramber
Wright County Assessor
Wright County Government Center
10 2nd Street NW, Room 100
Buffalo, MN 55313-1183
Phone: (763) 682-7367 / (800) 362-3667
FAX: (763) 684-4553
www.co.wright.mn.us

December 1, 2014

«citytwn»
«add»
«city», «state» «zip»

RE: 2016 and 2017 Assessment Services Agreement

Dear «citytwn»,

We would like to thank you for your continued support of the Wright County Assessor's Office. Please find the enclosed contract for the 2016 and 2017 assessment services.

I understand the budget restraints forced upon all of us and I am hopeful this two-year contract will assist both parties during the budget process. I would like to bring to your attention that there have been legislative mandates requiring higher levels of licensure required by all Minnesota assessors beginning in 2016. This may have an impact on costs to our office that may need to be addressed in future contracts. For the current contract I am proposing no increase from the rates set forth in the previous contract and continuing to provide the best services possible to the cities and townships; it is my goal to provide you with constant and reliable service.

The Wright County Assessor's Office is dedicated to providing property owners, local government and our communities with fair, equitable and accurate property assessments. We appreciate the relationship we have with the «citytwn» and we look forward to fostering and improving that relationship in the years to come.

If you have any questions or concerns regarding this contract, please feel free to contact me.

Sincerely,

Tony Rasmuson
Interim Wright County Assessor
763-682-7372 or 1-800-362-3667 ext. 7372
tony.rasmuson@co.wright.mn.us

ASSESSMENT SERVICES AGREEMENT

THIS AGREEMENT, made and entered into by and between the County of Wright, a political subdivision of the State of Minnesota, hereinafter referred to as the "County" and the «citytwn» a political subdivision of the State of Minnesota, hereinafter referred to as "City/Township";

WHEREAS, said City/Township lies either wholly or partially within the County and constitutes a separate assessment district; and

WHEREAS, under such circumstances the provision of the Minnesota Statutes, Sections 273.072 and 471.59 permit the County Assessor to provide for the assessment of property; and

WHEREAS, said City/Township desires the County to perform certain assessments on behalf of said City/Township; and

WHEREAS, the County is willing to cooperate with said City/Township by completing the assessment in a proper manner;

NOW, THEREFORE, in consideration of the mutual covenants contained herein it is agreed as follows:

1. The County shall perform the 2016 and 2017 property assessment for the City/Township in accordance with the property assessment procedures and practices established and observed by the County, the validity and reasonableness of which are hereby acknowledged and approved by the City/Township. The property assessment by the County shall be composed of those assessment services which are set forth in Exhibit A, attached hereto and made a part hereof by reference.

2. All information, records, data, reports, and the like that are necessary to allow the County to carry out its responsibilities under this Agreement shall be furnished to the County without charge by the City/Township and the City/Township agrees to cooperate in good faith with the County in carrying out the work under this Agreement.

3. The City/Township agrees to furnish, without charge, work space, if needed, for an appraiser to perform such tasks as document review, with such tasks to be performed during normal business hours for the City/Township.

4. The County agrees to indemnify and hold harmless the City/Township and all of its agents and employees against any and all claims, demands, actions or causes of action arising out of or by reason of the performance of work provided for herein to be performed by the County. It is further agreed that any and all full time employees of the County engaged in the performance of any work or services required or provided for herein shall be considered employees of the County only and not of the City/Township and that any and all claims that may arise under the Workman's Compensation Act of the State of Minnesota and any and all claims made by any third parties as a consequence of any act or omission on the part of said County employees shall be the sole obligation and responsibility of the County.

5. This Agreement shall commence on January 2, 2015 and shall terminate on June 30, 2017. Either party may initiate an extension of this Agreement for a term of two years by giving the other party written notice of its intent to so extend no less than 120 days prior to the termination of this Agreement. If the party who receives said notice of intent to extend gives written notice to the other party of its desire not to extend the Agreement at least 60 days prior to the termination of this Agreement, this Agreement shall terminate on June 30, 2017.

6. In consideration of said assessment services, the City/Township agrees to pay the County a fee of $10.50 per parcel for the 2016 and 2017 assessment. In addition, there will be an additional fee of $25.00 for each new construction residential or commercial/industrial building permit with an estimated construction cost of $499,999.00 or less. There will also be an additional fee of $100.00 per parcel for each new construction commercial/industrial building permit with an estimated construction cost of $500,000.00 or more. These additional fees shall be only applicable in those cities which issue their own building permits.

7. Any notice which may be given or made by a party hereto under the terms of this Agreement shall be in writing and shall be sent by United States Mail or personally delivered to the other party addressed as follows:

To «citytwn2» «citytwn»
«add»
«city», «state» «zip»

To County: Anthony P. Rasmuson, Interim Wright County Assessor
Wright County Government Center
10 2nd Street NW, Room 100
Buffalo, MN 55313

8. The Agreement may be amended or modified only by written agreement signed by authorized representatives of the parties hereto.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by its duly authorized officers and delivered on its behalf, this _____day of _____, 2014.

WRIGHT COUNTY

Dated: _____ By _____

Anthony P. Rasmuson
Interim Wright County Assessor

«citytwn»

Dated: _____ By _____

Dated: _____ By _____

EXHIBIT A

During the term of this Agreement, the County shall:

1. Physically inspect and revalue real property, as required by law.
2. Physically inspect and value all new construction, additions and renovation
3. Conduct valuation reviews prior to Board of Review.
4. Attend Board of Review. Per Board request, make all necessary review appraisals.
5. Keep updated field card file - current values, homestead and classification data.
6. Print, mail and post valuation notices.
7. Respond to taxpayers regarding assessment or appraisal problems or inquiries periodically.
8. Make divisions and combinations periodically.
9. Administer the abatement process pursuant to Minn.Stat. § 375.192.
10. Make appraisals for, testify or negotiate all District Court or Tax Court filings.
11. Post values from appraisal cards to assessment rolls.
12. Adjust estimated market values on those properties not physically inspected as needed and per sales analysis.

WRIGHT COUNTY
REQUEST FOR BOARD ACTION

REQ. AGENDA TIME: _____ ***BOARD MEETING DATE:*** __5-17-16____ ***CONSENT AGENDA:*** ____

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

ADMINISTRATION .
ORIGINATING DEPARTMENT/SERVICE

X Lee Kelly, County Coordinator
REQUESTOR'S SIGNATURE

_____
REVIEWED BY/DATE

BOARD ACTION REQUESTED:

Update on Ditch 31

BACKGROUND/JUSTIFICATION:

COUNTY ATTORNEY REVIEW DATE:

COUNTY COORDINATOR/DATE:

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

FINANCIAL IMPLICATIONS: $_____

BUDGETED: ____ ____
YES NO

FUNDING: _____ _____
LEVY OTHER

COMMENTS:

COMMENTS:

WRIGHT COUNTY
REQUEST FOR BOARD ACTION

REQ. AGENDA TIME: _____ ***BOARD MEETING DATE:*** __5-17-16____ ***CONSENT AGENDA:*** ____

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

ADMINISTRATION .
ORIGINATING DEPARTMENT/SERVICE

X Lee Kelly, County Coordinator
REQUESTOR'S SIGNATURE

_____
REVIEWED BY/DATE

BOARD ACTION REQUESTED:

Courts Feasibility Study Update

BACKGROUND/JUSTIFICATION:

COUNTY ATTORNEY REVIEW DATE:

FINANCIAL IMPLICATIONS: $_____

COUNTY COORDINATOR/DATE:

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

BUDGETED: _____ _____
YES NO

FUNDING: _____ _____
LEVY OTHER

COMMENTS:

COMMENTS:

EXECUTIVE SUMMARY

BACKGROUND

After significant analysis, Wright County seeks to address the facility needs of the Wright County District Court and to find the most cost effective manner of doing so. Recognizing the need to be fiscally responsible with public tax dollars, the Courts have previously agreed to delay necessary improvements to the facilities. However, at this time, the facility needs have become so significant that further delay is not an option. The Courts can no longer continue to effectively carry out normal operations of the courts with the facility in its current state; immediate modifications are required, even if the County were to begin building a courthouse now.

Additionally, though the Court Services department and the County Attorney's Office will eventually be located at the new building, they have presently maximized the use of their present space and still have facility needs that are unmet.

The County selected Wold Architects and Engineers to develop a feasibility study to help determine if it is more cost effective to:

Option 1: Make improvements to the existing courthouse and delay building new courthouse for approximately 8-10 years.

Option 2: Make improvements to the existing courthouse and delay building new courthouse for approximately 3-4 years.

Option 3: Begin building a new courthouse within the next 2 years.

Since Wold began their investigation and analysis of the options on March 29, 2016 significant progress has been made.

- The Wright County Board met with Wold and the courts to provide their preliminary input.
- Wold met with all key stakeholders including Judges, Court Administration, Court Services, and Court Attorney and documented their input.
- Wold visited the facility several times, reviewed the construction documents of the existing building, and began designing the 3 Options.
- As requested Wold provided preliminary costs for the options – prior to completion of the feasibility study details.

PRELIMINARY DESIGN OF OPTIONS

Additional Space:

One of the biggest challenges to meeting the objectives of the options is locating additional space for court functions. The following spaces in the existing Wright County Government Center building may provide enough additional space to accomplish the work of the options:

- The outdoor jail recreation area.
- Spaces in the existing jail including upper level jail housing, jail holding, and vehicle sally port below.
- The County Administration Offices.
- The U of M Extension, wRight Choice, and Veterans Services Offices.

Functionality:

Creating a separate path for prisoners from that of judges, staff, jurors, and the public is a high priority. The designs for Options 1 and 2 create separate paths by adding secure elevators from the lower level sally port to allow the prisoners to be brought between courtrooms and to be kept in a secure zone.

Modifying existing courtrooms and adding new courtrooms provides required space for court clerks, reporters, and the judge while providing adequate separation for court users and jurors. Handicap accessibility is provided and is a requirement by code.

Construction Disruptive Avoidance:

Work zone sequencing will be determined and coordinated with each phase of work. Since no space exists to move the entire courts into temporarily, construction needs to be coordinated with available space to move into as construction is sequenced. Work isolated to unoccupied spaces or work zones such as the outdoor recreation and jail spaces would be in a first phase allowing work to begin immediately. Courts may occupy these spaces when complete and allow remodeling work to begin in existing courtrooms.

To further avoid disruption near court areas noisy, construction would be limited to before 9:00 a.m. and after 4:00 p.m.

To accommodate some of the construction sequencing and temporary moves, use of meeting rooms and other County spaces such as the Board Room will be necessary.

Timing and Phasing of Construction:

The implementation process for each option requires time for design, bidding and multiple phases of construction. The following is a potential time schedule and estimate of construction sequences.

Option 1 – Delay Building for 10 Years:

Design and Bidding	11 Months
Construction in 3-4 Phases (Minimum)	Approximately 24-30 Months
TOTAL IMPLEMENTATION	35 to 41 Months

Option 2 – Delay Building for 3-4 Years

Design and Bidding	9 Months
Construction in 3-4 Phases (Minimum)	Approximately 18-24 Months
TOTAL IMPLEMENTATION	27-33 Months

Option 3 – Build a New Courthouse in 2 Years:

Design and Bidding	4 Months
Construction in 1-2 Phases (Minimum)	Approximately 5 Months
TOTAL IMPLEMENTATION	9 Months

Costs:

The following preliminary costs were determined using area take offs, construction factors for relative complexity, construction sequencing and phasing of work, and inflation to provide both construction cost for bidding and a project bottom line. This approach provides a total project cost.

	Option 3	Option 2	Option 1
Construction Cost	**$990,000**	**$10,270,000**	**$16,230,00**
Interim Relocation Costs	$20,000	$120,000	$150,000
Furniture Allowance	$60,000	$150,000	$360,000
Equipment Allowance	$60,000	$150,000	$180,000
Technology Allowance	$180,000	$360,000	$540,000
Project Contingency (10% of Construction)	$99,000	$1,027,000	$1,623,000
Fees, Testing, Printing (10% of Construction)	$99,000	$1,027,000	$1,623,000
Total Current Project Cost	**$1,508,000**	**$13,104,000**	**$20,706,000**

PRELIMINARY CONCLUSION

Two significant findings were concluded while meeting with the Core Group on April 26, 2016 and May 11, 2016. Both duration of the construction and overall costs were findings which led to feasibility discussions.

The time of design and construction for Option 2 – "Delay Building for 3-4 Years" could result in almost 3 years of implementation design and construction. This provides only 1-2 years of use before construction of a new facility. Similarly with Option 1. Almost 3 ½ years of implementation time provides only 6 ½ years of use before building new.

Although construction costs were significant for all options when considering all costs including temporary moves etc., the cost ranges while compared to the anticipated useful time indicates Option 1 and 2 provide a limited benefit. Additionally, the renovations would likely need to be altered for other County uses after Courts move out, requiring additional costs.

Since the discussions became focused on Option 3: "Begin building a new courthouse within next 2 years", it was also proposed to stop current efforts on Option 1 and 2, until the full Board has reviewed the conclusions. It was noted that although the current costs for Option 3 are significant due to the need to provide full handicap accessibility as required by building codes, other less costly modifications should be studied.

Finally, the Core Group recommended the summary conclusions be provided to the full board to highlight their reservations on the courthouse remodeling Options 1 or 2 providing a cost benefit. Although the study is 50% complete, it is believed by the Core Group the Feasibility Study has progressed to provide sufficient information to make feasibility determinations and discussions with the full Wright County Board at this time.

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		
1349	**CORPORATE PAYMENT SYSTEMS**					
	01-005-000-0000-6411		399.00	LIVESTREAM APRIL	228261	OPERATING SUPPLIES
1349	**CORPORATE PAYMENT SYSTEMS**		**399.00**	**1** Transactions		
5	**DEPT Total:**		**399.00**	**COUNTY BOARD**	**1 Vendors**	**1 Transactions**
25	DEPT			COURT SERVICES		
2548	**ABRAHAMSON/BRIAN**					
	01-025-000-0000-6331		208.50	417 MILES		TRAVEL
2548	**ABRAHAMSON/BRIAN**		**208.50**	**1** Transactions		
3364	**BACKES/JOE**					
	01-025-000-0000-6331		84.00	168 MILES		TRAVEL
3364	**BACKES/JOE**		**84.00**	**1** Transactions		
5721	**CDW GOVERNMENT INC**					
	01-025-000-0000-6620		23.93	SURFACE SLEEVE	CNS4234	COMPUTER OR SOFTWARE PURCHASES
	01-025-000-0000-6620		13.90	SURFACE SLEEVE	CVR0408	COMPUTER OR SOFTWARE PURCHASES
	01-025-000-0000-6620		49.08	MY PASSPORT USB3 CORD	CVS2678	COMPUTER OR SOFTWARE PURCHASES
	01-025-000-0000-6620		5,835.44	SURFACE BOOKS X4	CWP7901	COMPUTER OR SOFTWARE PURCHASES
	01-025-000-0000-6620		624.48	SURFACE DOCKS X4	CWW1820	COMPUTER OR SOFTWARE PURCHASES
	01-025-000-0000-6620		1,270.12	SURFACE WARRANTIES X4	CXH2227	COMPUTER OR SOFTWARE PURCHASES
5721	**CDW GOVERNMENT INC**		**7,816.95**	**6** Transactions		
1349	**CORPORATE PAYMENT SYSTEMS**					
	01-025-000-0000-6261		14.95	TEEN SAFE INC		PROFESSIONAL SERVICES
	01-025-000-0000-6261		14.95	TEEN SAFE INC		PROFESSIONAL SERVICES
	01-025-000-0000-6620		27.63	AMAZON.COM 10280504074473023		COMPUTER OR SOFTWARE PURCHASES
1349	**CORPORATE PAYMENT SYSTEMS**		**57.53**	**3** Transactions		
3717	**HIRMAN/ALEX**					
	01-025-000-0000-6331		196.00	392 MILES		TRAVEL
3717	**HIRMAN/ALEX**		**196.00**	**1** Transactions		
4292	**OPTIV SECURITY**					
	01-025-000-0000-6260		182.53	CHECKPOINT ENTERPRISE CTSV	10002153222045	SOFTWARE OR SYSTEMS SUPPORT
4292	**OPTIV SECURITY**		**182.53**	**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
4628	**VERIZON WIRELESS**					
	01-025-000-0000-6203		575.87	887189319		TELEPHONE
4628	**VERIZON WIRELESS**		**575.87**	**1** Transactions		
6396	**WEBB/JANELLE**					
	01-025-000-0000-6331		105.00	210 MILES		TRAVEL
6396	**WEBB/JANELLE**		**105.00**	**1** Transactions		
25	**DEPT Total:**		**9,226.38**	**COURT SERVICES**	**8 Vendors**	**15 Transactions**
31	DEPT			COUNTY COORDINATOR		
3422	**DAHL/TIM**					
	01-031-000-0000-6331		36.00	72 MILES		TRAVEL
	01-031-000-0000-6804		750.00	TUITION REIMBURSEMENT		STAFF TRAINING
3422	**DAHL/TIM**		**786.00**	**2** Transactions		
4817	**HERALD JOURNAL PUBLISHING INC**					
	01-031-000-0000-6235		1.48	PUBLIC HEARING NOTICE 4/25/16	43016	PUBLICATIONS & BROCHURES
	01-031-000-0000-6235		1.48	PUBLIC NOTICE INTENT	43016	PUBLICATIONS & BROCHURES
4817	**HERALD JOURNAL PUBLISHING INC**		**2.96**	**2** Transactions		
1946	**LEAGUE OF MN CITIES**					
	01-031-000-0000-6235		117.84	WEB ADVERTISING HR	235102	PUBLICATIONS & BROCHURES
1946	**LEAGUE OF MN CITIES**		**117.84**	**1** Transactions		
3965	**MN COUNTIES INS TRUST**					
	01-031-000-0000-6804		799.00	HR MGMT CERT RISK MANAGER	SEM333	STAFF TRAINING
3965	**MN COUNTIES INS TRUST**		**799.00**	**1** Transactions		
3989	**PRIMA**					
	01-031-000-0000-6245		385.00	MEMBERSHIP RENEWAL RISK MGR	50416	MEMBERSHIPS, DUES & FEES
3989	**PRIMA**		**385.00**	**1** Transactions		
4628	**VERIZON WIRELESS**					
	01-031-000-0000-6203		50.75	887189319		TELEPHONE
4628	**VERIZON WIRELESS**		**50.75**	**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
31	**DEPT Total:**		**2,141.55**	**COUNTY COORDINATOR**	**6 Vendors**	**8 Transactions**
41	DEPT			COUNTY AUDITOR-TREASURER		
681	**CLIFTONLARSONALLEN LLP**					
	01-041-000-0000-6262		4,600.00	PROGRESS BILLING FY2015		STATE AUDITOR-AUDITING
681	**CLIFTONLARSONALLEN LLP**		**4,600.00**	**1** Transactions		
2457	**HELP SYSTEMS IL LLC**					
	01-041-000-0000-6261		910.00	SEQUEL LIC ACS400	52777	PROFESSIONAL SERVICES
2457	**HELP SYSTEMS IL LLC**		**910.00**	**1** Transactions		
4817	**HERALD JOURNAL PUBLISHING INC**					
	01-041-000-0000-6235		101.75	BOARD MINUTES 3/8-4/5/2016	40	PUBLICATIONS & BROCHURES
4817	**HERALD JOURNAL PUBLISHING INC**		**101.75**	**1** Transactions		
64036	**MINNESOTA STATE AUDITOR**					
	01-041-000-0000-6262		10,968.58	AUDIT SERVICES 3/23-4/19/16		STATE AUDITOR-AUDITING
64036	**MINNESOTA STATE AUDITOR**		**10,968.58**	**1** Transactions		
1179	**PAUMEN/LANETTE**					
	01-041-000-0000-6331		120.00	240 MILES		TRAVEL
1179	**PAUMEN/LANETTE**		**120.00**	**1** Transactions		
4628	**VERIZON WIRELESS**					
	01-041-000-0000-6203		552.46	EQUIP 763 412 5066		TELEPHONE
	01-041-000-0000-6203		226.23-	EQUIP CREDIT 763 412 5066		TELEPHONE
	01-041-000-0000-6203		115.55	887189319		TELEPHONE
4628	**VERIZON WIRELESS**		**441.78**	**3** Transactions		
41	**DEPT Total:**		**17,142.11**	**COUNTY AUDITOR-TREASURER**	**6 Vendors**	**8 Transactions**
63	DEPT			IT (INFORMATIONAL TECHNOLOGY)		
5721	**CDW GOVERNMENT INC**					
	01-063-000-0000-6624		1,239.32	CISCO UCS MEMORY	CXC9601	ENTERPRISE TECHNOLOGY
5721	**CDW GOVERNMENT INC**		**1,239.32**	**1** Transactions		
1264	**DELL MARKETING LP**					
	01-063-000-0000-6301		239.98	REPLACEMENT MONITORS X2	XJX8KF7C9	EQUIPMENT 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
1264	**DELL MARKETING LP**		**239.98**	**1** Transactions		
6915	**OFFICE OF MN IT SERVICES**					
	01-063-000-0000-6261		2,100.00	NETWORK CHARGES APRIL 2016	DV16040485	PROFESSIONAL SERVICES
6915	**OFFICE OF MN IT SERVICES**		**2,100.00**	**1** Transactions		
4292	**OPTIV SECURITY**					
	01-063-000-0000-6260		94.64	CHECKPOINT ENTERPRISE IT	10002153222045	SOFTWARE OR SYSTEMS SUPPORT
4292	**OPTIV SECURITY**		**94.64**	**1** Transactions		
63	**DEPT Total:**		**3,673.94**	**IT (INFORMATIONAL TECHNOLOGY)**	**4 Vendors**	**4 Transactions**
71	DEPT			ELECTIONS		
1736	**BREEZY POINT RESORT INC**					
	01-071-000-0000-6338		1,302.73	LODGING ELECTION TRAINING X4		CONFERENCES & MEETINGS
1736	**BREEZY POINT RESORT INC**		**1,302.73**	**1** Transactions		
71	**DEPT Total:**		**1,302.73**	**ELECTIONS**	**1 Vendors**	**1 Transactions**
91	DEPT			COUNTY ATTORNEY		
3927	**ASLESON/BRIAN J**					
	01-091-000-0000-6331		12.00	REIMBURSE PARKING		TRAVEL
	01-091-000-0000-6331		43.95	87.9 MILES		TRAVEL
3927	**ASLESON/BRIAN J**		**55.95**	**2** Transactions		
25	**MCAA**					
	01-091-000-0000-6338		95.00	CONFERENCE WOLFF	200000197	CONFERENCES & MEETINGS
	01-091-000-0000-6338		120.00	ETHICS SEMINAR CARIVEAU	200000309	CONFERENCES & MEETINGS
25	**MCAA**		**215.00**	**2** Transactions		
3921	**OFFICE DEPOT**					
	01-091-000-0000-6411		35.49	SUPPLIES 836171031001		OPERATING SUPPLIES
	01-091-000-0000-6411		234.81	SUPPLIES 836170979001		OPERATING SUPPLIES
3921	**OFFICE DEPOT**		**270.30**	**2** Transactions		
999999998	**PEDERSON/CRAIG**					
	01-091-000-0000-6261		52.50	TRANSCRIPT STATE V WATSON		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
999999998	**PEDERSON/CRAIG**		**52.50**	**1** Transactions		
1139	**SANDBERG/SCOTT**					
	01-091-000-0000-6331		21.50	43 MILES		TRAVEL
	01-091-000-0000-6331		9.00	PARKING REIMBURSEMENT		TRAVEL
1139	**SANDBERG/SCOTT**		**30.50**	**2** Transactions		
999999998	**SCHMIDT/GAIL**					
	01-091-000-0000-6261		42.00	TRANSCRIPT STATE V WATSON		PROFESSIONAL SERVICES
999999998	**SCHMIDT/GAIL**		**42.00**	**1** Transactions		
6641	**THOMSON REUTERS WEST PUBLISHING C**					
	01-091-000-0000-6385		1,063.90	APRIL BILLING	833920627	DATA PROCESSING
6641	**THOMSON REUTERS WEST PUBLISHING C**		**1,063.90**	**1** Transactions		
3845	**TWIST OFFICE PRODUCTS**					
	01-091-000-0000-6331		127.58	LABELS	7596790	TRAVEL
3845	**TWIST OFFICE PRODUCTS**		**127.58**	**1** Transactions		
91	**DEPT Total:**		**1,857.73**	**COUNTY ATTORNEY**	**8 Vendors**	**12 Transactions**
100	DEPT			OTHER GENERAL GOVERNMENT		
4300	**ALTERNATIVE BUSINESS FURNITURE**					
	01-100-000-0000-6605		660.00	DESIGN/CONSULT IT EXPANSION	52591	SITE IMPROVEMENTS-COURTHOUSE
4300	**ALTERNATIVE BUSINESS FURNITURE**		**660.00**	**1** Transactions		
593	**MOTOROLA INC**					
	01-100-000-0000-6305		14,093.34	800 MHZ RADIO MAINT 6/1-8/31	78342454	800MHZ MAINTENANCE EXPENSE
593	**MOTOROLA INC**		**14,093.34**	**1** Transactions		
100	**DEPT Total:**		**14,753.34**	**OTHER GENERAL GOVERNMENT**	**2 Vendors**	**2 Transactions**
103	DEPT			SURVEYOR		
4628	**VERIZON WIRELESS**					
	01-103-000-0000-6203		199.99	EQUIP 612 386 9429		TELEPHONE
	01-103-000-0000-6203		304.89	887189319		TELEPHONE
	01-103-000-0000-6203		25.02	887189319		TELEPHONE

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4628	**VERIZON WIRELESS**		**529.90**	**3** Transactions		
103	**DEPT Total:**		**529.90**	**SURVEYOR**	**1 Vendors**	**3 Transactions**
105	DEPT			ASSESSOR		
3921	**OFFICE DEPOT**					
	01-105-000-0000-6411		77.53	SUPPLIES 836965544001		OPERATING SUPPLIES
3921	**OFFICE DEPOT**		**77.53**	**1** Transactions		
105	**DEPT Total:**		**77.53**	**ASSESSOR**	**1 Vendors**	**1 Transactions**
107	DEPT			PLANNING AND ZONING		
4817	**HERALD JOURNAL PUBLISHING INC**					
	01-107-000-0000-6235		14.43	PUBLICATION FEES		PUBLICATIONS & BROCHURES
4817	**HERALD JOURNAL PUBLISHING INC**		**14.43**	**1** Transactions		
1487	**MN DEPARTMENT OF LABOR & INDUSTRY**					
	01-107-000-0000-5830		1,832.75	APRIL SURCHARGE 24860171000		MISCELLANEOUS REVENUE
1487	**MN DEPARTMENT OF LABOR & INDUSTRY**		**1,832.75**	**1** Transactions		
107	**DEPT Total:**		**1,847.18**	**PLANNING AND ZONING**	**2 Vendors**	**2 Transactions**
111	DEPT			BUILDING CARE		
6156	**AMERIPRIDE SERVICES**					
	01-111-000-0000-6301		104.78	UNIFORMS GC 4/05/16	767559	REPAIRS & MAINTENANCE
	01-111-000-0000-6302		55.23	UNIFORMS LEC 4/05/16	767577	JAIL/LEC REPAIRS AND MAINTENANCE
	01-111-000-0000-6301		104.78	UNIFORMS GC 4/12/16	770092	REPAIRS & MAINTENANCE
	01-111-000-0000-6302		55.23	UNIFORMS LEC 4/12/16	770110	JAIL/LEC REPAIRS AND MAINTENANCE
	01-111-000-0000-6301		104.78	UNIFORMS GC 4/19/16	772647	REPAIRS & MAINTENANCE
	01-111-000-0000-6302		55.23	UNIFORMS LEC 4/19/16	772667	JAIL/LEC REPAIRS AND MAINTENANCE
	01-111-000-0000-6301		104.78	UNIFORMS GC 4/26/16	775376	REPAIRS & MAINTENANCE
	01-111-000-0000-6302		78.55	UNIFORMS LEC 4/26/16	775395	JAIL/LEC REPAIRS AND MAINTENANCE
6156	**AMERIPRIDE SERVICES**		**663.36**	**8** Transactions		
396	**COMMUNITY LAWN CARE**					
	01-111-000-0000-6301		252.00	CRABGRASS FERTILIZER GC	969577	REPAIRS & MAINTENANCE
396	**COMMUNITY LAWN CARE**		**252.00**	**1** Transactions		

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2519	**CROTEAU PLUMBING**					
	01-111-000-0000-6301		4,340.50	REPAIRS REBUILD VALVES	9306	REPAIRS & MAINTENANCE
	01-111-000-0000-6301		285.00	REPAIRS WATER LINE COURTS	9307	REPAIRS & MAINTENANCE
2519	**CROTEAU PLUMBING**		**4,625.50**	**2** Transactions		
2546	**CST DISTRIBUTION LLC**					
	01-111-000-0000-6412		1,151.64	SOLAR SALT LEC	17482	JAIL/LEC OPERATING SUPPLIES
2546	**CST DISTRIBUTION LLC**		**1,151.64**	**1** Transactions		
4301	**FIRESTONE BUILDING PRODUCTS CO LLC**					
	01-111-000-0000-6301		474.75	REPAIRS LEAKS GC EXTERIOR WALL	92555905	REPAIRS & MAINTENANCE
4301	**FIRESTONE BUILDING PRODUCTS CO LLC**		**474.75**	**1** Transactions		
2693	**LOBERG ELECTRIC**					
	01-111-000-0000-6302		70.00	REPAIRS WASHING MACHINE LEC	23904	JAIL/LEC REPAIRS AND MAINTENANCE
2693	**LOBERG ELECTRIC**		**70.00**	**1** Transactions		
7510	**MENARDS - BUFFALO**					
	01-111-000-0000-6301		48.74	SUPPLIES	11898	REPAIRS & MAINTENANCE
	01-111-000-0000-6302		3.94	SUPPLIES	11952	JAIL/LEC REPAIRS AND MAINTENANCE
	01-111-000-0000-6301		21.53	SUPPLIES	11985	REPAIRS & MAINTENANCE
7510	**MENARDS - BUFFALO**		**74.21**	**3** Transactions		
5818	**MN DEPARTMENT OF LABOR & INDUSTRY**					
	01-111-000-0000-6245		30.00	PRESSURE VESSEL LIC	1397051	MEMBERSHIPS, DUES & FEES
	01-111-000-0000-6245		200.00	ELEVATOR ANNUAL LIC LEC	607531	MEMBERSHIPS, DUES & FEES
	01-111-000-0000-6245		400.00	ELEVATOR ANNUAL LIC GC	610001	MEMBERSHIPS, DUES & FEES
5818	**MN DEPARTMENT OF LABOR & INDUSTRY**		**630.00**	**3** Transactions		
111	**DEPT Total:**		**7,941.46**	**BUILDING CARE**	**8 Vendors**	**20 Transactions**
201	DEPT			SHERIFF		
6158	**ARAMARK SERVICES INC**					
	01-201-000-0000-6261		10.00	REFRESHMENTS RETIRE LAURENT	200723300107	PROFESSIONAL SERVICES
6158	**ARAMARK SERVICES INC**		**10.00**	**1** Transactions		
6263	**BIG TIME TOWING**					
	01-201-000-0000-6261		455.00	16012007	3821	PROFESSIONAL SERVICES

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6263	**BIG TIME TOWING**		**455.00**	**1** Transactions		
5406	**BUFFALO HOSPITAL**					
	01-201-000-0000-6261		60.49	ICR 16005012 SANE EXAM	6124695500	PROFESSIONAL SERVICES
5406	**BUFFALO HOSPITAL**		**60.49**	**1** Transactions		
4902	**BURDAS TOWING**					
	01-201-000-0000-6261		206.00	16011984	033794	PROFESSIONAL SERVICES
4902	**BURDAS TOWING**		**206.00**	**1** Transactions		
2609	**CENTURYLINK**					
	01-201-000-0000-6301		70.54	612 E60 0047 389	5/1/16	REPAIRS & MAINTENANCE
	01-201-000-0000-6301		70.54	612 B60 0057 390	5/1/16	REPAIRS & MAINTENANCE
	01-201-000-0000-6301		423.24	612 E60 0024 457	5/1/16	REPAIRS & MAINTENANCE
2609	**CENTURYLINK**		**564.32**	**3** Transactions		
4299	**CLIFTONLARSONALLEN LLP**					
	01-201-000-0000-6261		5,000.00	FINANCIAL OPER ASSESSMENT	1255934	PROFESSIONAL SERVICES
4299	**CLIFTONLARSONALLEN LLP**		**5,000.00**	**1** Transactions		
3013	**CORNERSTONE CHEVROLET**					
	01-201-000-0000-6452		1,590.57	SQUAD REPAIRS & MAINT	6066827	VEHICLE MAINTENANCE
3013	**CORNERSTONE CHEVROLET**		**1,590.57**	**1** Transactions		
400	**DINGMANN MARINE & MORE LLC**					
	01-201-000-0000-6412		17.90	BOAT MAINT		B&W OPERATING SUPPLIES
400	**DINGMANN MARINE & MORE LLC**		**17.90**	**1** Transactions		
3190	**FINDELL/TODD**					
	01-201-000-0000-6411		7.51	REIMBURSE PADLOCK ICR 16008887		OPERATING SUPPLIES
3190	**FINDELL/TODD**		**7.51**	**1** Transactions		
3162	**GRANITE ELECTRONICS**					
	01-201-000-0000-6301		124.60	RADIO REPAIR	1530013381	REPAIRS & MAINTENANCE
	01-201-000-0000-6301		97.00	RADIO REPAIR	15300149301	REPAIRS & MAINTENANCE
	01-201-000-0000-6301		124.60	RADIO REPAIR	1530016301	REPAIRS & MAINTENANCE
3162	**GRANITE ELECTRONICS**		**346.20**	**3** Transactions		
3630	**H & H SPORT SHOP INC**					

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	01-201-000-0000-6452		10.00	APRIL 2016 CAR WASHES		VEHICLE MAINTENANCE
3630	**H & H SPORT SHOP INC**		**10.00**	**1** Transactions		
1147	**INTOXIMETERS INC**					
	01-201-000-0000-6411		210.00	DRYGAS BREATHALYZERS	530872	OPERATING SUPPLIES
1147	**INTOXIMETERS INC**		**210.00**	**1** Transactions		
1628	**JUNCTION TOWING & AUTO REPAIR**					
	01-201-000-0000-6261		185.00	16011696	42089	PROFESSIONAL SERVICES
1628	**JUNCTION TOWING & AUTO REPAIR**		**185.00**	**1** Transactions		
7366	**KARELS TOWING**					
	01-201-000-0000-6261		222.00	16011601		PROFESSIONAL SERVICES
	01-201-000-0000-6261		170.00	16011761		PROFESSIONAL SERVICES
7366	**KARELS TOWING**		**392.00**	**2** Transactions		
6841	**L3 COMMUNICATIONS INC**					
	01-201-000-0000-6301		500.00	DVD BURNER MAINT 7/2016-7/2017	0237388IN	REPAIRS & MAINTENANCE
6841	**L3 COMMUNICATIONS INC**		**500.00**	**1** Transactions		
1048	**MARTIN-MCALLISTERS CONSULTING**					
	01-201-000-0000-6261		2,250.00	EVALUATIONS	10433	PROFESSIONAL SERVICES
1048	**MARTIN-MCALLISTERS CONSULTING**		**2,250.00**	**1** Transactions		
3844	**NET TRANSCRIPTS INC**					
	01-201-000-0000-6261		469.64	TRANSCRIBE STATEMENTS	7265IN	PROFESSIONAL SERVICES
	01-201-000-0000-6261		312.43	TRANSCRIBE STATEMENTS	7462IN	PROFESSIONAL SERVICES
3844	**NET TRANSCRIPTS INC**		**782.07**	**2** Transactions		
6506	**NORTH SUBURBAN TOWING INC**					
	01-201-000-0000-6261		135.00	16011317	203364	PROFESSIONAL SERVICES
6506	**NORTH SUBURBAN TOWING INC**		**135.00**	**1** Transactions		
1316	**NORTHLAND BUSINESS SYSTEMS INC**					
	01-201-000-0000-6260		1,704.82	WINSCRIBE MAINT 2/2016-2/2017	66334	SOFTWARE OR SYSTEMS SUPPORT
1316	**NORTHLAND BUSINESS SYSTEMS INC**		**1,704.82**	**1** Transactions		
3793	**NTOA**					
	01-201-000-0000-6245		40.00	DUES FERGUSON	70476	MEMBERSHIPS, DUES & FEES

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	01-201-000-0000-6245		40.00	DUES TREICHLER	70477	MEMBERSHIPS, DUES & FEES
3793	**NTOA**		**80.00**	**2** Transactions		
3921	**OFFICE DEPOT**					
	01-201-000-0000-6411		64.99	SUPPLIES 837710211001		OPERATING SUPPLIES
	01-201-000-0000-6411		124.98	SUPPLIES 835576265001		OPERATING SUPPLIES
	01-201-000-0000-6411		77.85	SUPPLIES 836140629001		OPERATING SUPPLIES
	01-201-000-0000-6411		65.70	SUPPLIES 836197005001		OPERATING SUPPLIES
	01-201-000-0000-6411		75.29	SUPPLIES 836174564001		OPERATING SUPPLIES
	01-201-000-0000-6411		165.20	SUPPLIES 835576632001		OPERATING SUPPLIES
	01-201-000-0000-6411		10.49	SUPPLIES 836196858001		OPERATING SUPPLIES
	01-201-000-0000-6411		22.99	SUPPLIES 834075227001		OPERATING SUPPLIES
3921	**OFFICE DEPOT**		**607.49**	**8** Transactions		
4292	**OPTIV SECURITY**					
	01-201-000-0000-6260		676.02	CHECKPOINT ENTERPRISE SHERIFF	10002153222045	SOFTWARE OR SYSTEMS SUPPORT
4292	**OPTIV SECURITY**		**676.02**	**1** Transactions		
3235	**ROGERS AMOCO**					
	01-201-000-0000-6452		13.00	APRIL 2016 CAR WASHES	4/30/16	VEHICLE MAINTENANCE
3235	**ROGERS AMOCO**		**13.00**	**1** Transactions		
5712	**T & M TOWING AND SNOW PLOWING**					
	01-201-000-0000-6261		495.00	16011972	60947	PROFESSIONAL SERVICES
	01-201-000-0000-6261		495.00	16011972	60948	PROFESSIONAL SERVICES
5712	**T & M TOWING AND SNOW PLOWING**		**990.00**	**2** Transactions		
6641	**THOMSON REUTERS WEST PUBLISHING C**					
	01-201-000-0000-6261		183.75	CLEAR SUBSCRIPTION APRIL 2016	833945432	PROFESSIONAL SERVICES
6641	**THOMSON REUTERS WEST PUBLISHING C**		**183.75**	**1** Transactions		
5041	**TRANS UNION LLC**					
	01-201-000-0000-6261		63.60	CREDIT REPORTS	04610833	PROFESSIONAL SERVICES
5041	**TRANS UNION LLC**		**63.60**	**1** Transactions		
1497	**UNIFORMS UNLIMITED**					
	01-201-000-0000-6411		37.96	GOLD INSIGNIA	185812	OPERATING SUPPLIES
	01-201-000-0000-6411		64.93	GOLD INSIGNIA	199442	OPERATING SUPPLIES

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1497	**UNIFORMS UNLIMITED**		**102.89**	**2** Transactions		
2490	**UNITED PARCEL SERVICE**					
	01-201-000-0000-6205		77.51	SHIPPING CHARGES	140177176	POSTAGE
2490	**UNITED PARCEL SERVICE**		**77.51**	**1** Transactions		
4628	**VERIZON WIRELESS**					
	01-201-000-0000-6203		450.00-	CREDIT		TELEPHONE
	01-201-000-0000-6203		434.04	887189319		TELEPHONE
4628	**VERIZON WIRELESS**		**15.96-**	**2** Transactions		
1994	**WRIGHT LUMBER & MILLWORK INC**					
	01-201-000-0000-6411		180.65	MATERIALS TARGET STANDS	140103	OPERATING SUPPLIES
1994	**WRIGHT LUMBER & MILLWORK INC**		**180.65**	**1** Transactions		
201	**DEPT Total:**		**17,385.83**	**SHERIFF**	**30 Vendors**	**47 Transactions**
250	DEPT			SHERIFF-CORRECTIONS		
2327	**CONSULTING RADIOLOGISTS LTD MN**					
	01-250-000-0000-6458		19.42	MEDICAL SERVICES DOC	CR301012	JAIL MEDICAL
2327	**CONSULTING RADIOLOGISTS LTD MN**		**19.42**	**1** Transactions		
43808	**MCKESSON MEDICAL-SURGICAL**					
	01-250-000-0000-6458		45.18	MEDICAL SUPPLIES	77641868	JAIL MEDICAL
43808	**MCKESSON MEDICAL-SURGICAL**		**45.18**	**1** Transactions		
69	**MN BUREAU OF CRIMINAL APPREHENSIOI**					
	01-250-000-0000-6804		240.00	CERTAINTY OF CHANGE TRAINING	OMALLEY/24745	STAFF TRAINING
69	**MN BUREAU OF CRIMINAL APPREHENSIOI**		**240.00**	**1** Transactions		
3740	**RUTTGERS BAY LAKE LODGE INC**					
	01-250-000-0000-6338		329.44	CONFERENCE LODGING PACELLI	2084	CONFERENCES & MEETINGS
	01-250-000-0000-6338		329.44	CONFERENCE LODGING CARPENTER	2092	CONFERENCES & MEETINGS
	01-250-000-0000-6338		329.44	CONFERENCE LODGING FLESHER	2880	CONFERENCES & MEETINGS
3740	**RUTTGERS BAY LAKE LODGE INC**		**988.32**	**3** Transactions		
3435	**THRIFTY WHITE PHARMACY**					
	01-250-000-0000-6458		146.20	APRIL WCJ STOCK MEDICATIONS	783585	JAIL MEDICAL

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3435	**THRIFTY WHITE PHARMACY**		**146.20**	**1** Transactions		
5041	**TRANS UNION LLC**					
	01-250-000-0000-6261		10.60	CREDIT REPORTS JAIL	04610833	PROFESSIONAL SERVICES
5041	**TRANS UNION LLC**		**10.60**	**1** Transactions		
74329	**WRIGHT COUNTY JAIL ADMIN**					
	01-250-000-0000-6261		6.00	DOC INMATE TRAIN RIDE		PROFESSIONAL SERVICES
74329	**WRIGHT COUNTY JAIL ADMIN**		**6.00**	**1** Transactions		
3594	**ZUERCHER TECHNOLOGIES LLC**					
	01-250-000-0000-6459		2,818.50	DISPOSAL JAIL KITCHEN	94251036	LAW ENFORCE-JAIL FOOD-LAUNDRY
3594	**ZUERCHER TECHNOLOGIES LLC**		**2,818.50**	**1** Transactions		
250	**DEPT Total:**		**4,274.22**	**SHERIFF-CORRECTIONS**	**8 Vendors**	**10 Transactions**
521	DEPT			PARKS		
3858	**ALBION ACRES BAIT**					
	01-521-000-0000-6807		69.00	BAIT FOR RESALE	001692	MATERIALS FOR RE-SALE - POP ETC.
3858	**ALBION ACRES BAIT**		**69.00**	**1** Transactions		
3270	**FIRST CHOICE- ST CLOUD**					
	01-521-000-0000-6807		256.84	ITEMS FOR RESALE	2105076135	MATERIALS FOR RE-SALE - POP ETC.
3270	**FIRST CHOICE- ST CLOUD**		**256.84**	**1** Transactions		
1144	**HELENA CHEMICAL COMPANY**					
	01-521-000-0000-6550		176.40-	CREDIT		VEGETATION MANAGEMENT
	01-521-000-0000-6550		3,887.72	HERBICIDE	134728975	VEGETATION MANAGEMENT
	01-521-000-0000-6550		297.72	HERBICIDE	134728976	VEGETATION MANAGEMENT
1144	**HELENA CHEMICAL COMPANY**		**4,009.04**	**3** Transactions		
7510	**MENARDS - BUFFALO**					
	01-521-000-0000-6452		14.49	SUPPLIES	11975	VEHICLE MAINTENANCE
	01-521-000-0000-6301		12.48	SUPPLIES	11984	REPAIRS & MAINTENANCE
7510	**MENARDS - BUFFALO**		**26.97**	**2** Transactions		
6832	**MINI BIFF LLC**					
	01-521-000-0000-6301		438.87	PORTA TOILET RENTAL		REPAIRS & MAINTENANCE

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6832	**MINI BIFF LLC**		**438.87**	**1** Transactions		
3888	**SCHWANS HOME SERVICE INC**					
	01-521-000-0000-6807		137.60	RESALE ITEMS	0175237862	MATERIALS FOR RE-SALE - POP ETC.
3888	**SCHWANS HOME SERVICE INC**		**137.60**	**1** Transactions		
2474	**SIGN MAN OF MN INC/THE**					
	01-521-000-0000-6301		75.00	STICKERS FOR TRAIL SIGNS	7725	REPAIRS & MAINTENANCE
2474	**SIGN MAN OF MN INC/THE**		**75.00**	**1** Transactions		
970	**STATE SUPPLY CO**					
	01-521-000-0000-6411		103.01	PLUMBING SUPPLIES	495822	OPERATING SUPPLIES
970	**STATE SUPPLY CO**		**103.01**	**1** Transactions		
4628	**VERIZON WIRELESS**					
	01-521-000-0000-6203		67.60	887189319		TELEPHONE
4628	**VERIZON WIRELESS**		**67.60**	**1** Transactions		
2487	**WINDSTREAM**					
	01-521-000-0000-6203		118.97	320 274 8870	091133123	TELEPHONE
	01-521-000-0000-6203		66.86	320 963 3881	091134470	TELEPHONE
2487	**WINDSTREAM**		**185.83**	**2** Transactions		
1535	**WRIGHT HENNEPIN ELECTRIC**					
	01-521-000-0000-6251		428.24	108 1031 1200		UTILITY SERVICES - ELECTRICITY
1535	**WRIGHT HENNEPIN ELECTRIC**		**428.24**	**1** Transactions		
521	**DEPT Total:**		**5,798.00**	**PARKS**	**11 Vendors**	**15 Transactions**
603	DEPT			EXTENSION		
4628	**VERIZON WIRELESS**					
	01-603-000-0000-6203		80.02	887189319		TELEPHONE
4628	**VERIZON WIRELESS**		**80.02**	**1** Transactions		
603	**DEPT Total:**		**80.02**	**EXTENSION**	**1 Vendors**	**1 Transactions**
1	**Fund Total:**		**88,430.92**	**GENERAL REVENUE FUND**		**150 Transactions**

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310	DEPT			HIGHWAY ADMINISTRATION		
3092	**HAWKINS/VIRGIL**					
	03-310-000-0000-6331		524.29	RENTAL & FUEL EXP 051716		TRAVEL
	03-310-000-0000-6334		23.00	MEALS 051716		MEALS
	03-310-000-0000-6338		993.48	NACE CONF EXPENSES 051716		CONFERENCES & MEETINGS
3092	**HAWKINS/VIRGIL**		**1,540.77**	**3** Transactions		
4817	**HERALD JOURNAL PUBLISHING INC**					
	03-310-000-0000-6235		6.66	CONTRACT AD #1608 051716	#0080	PUBLICATIONS & BROCHURES
4817	**HERALD JOURNAL PUBLISHING INC**		**6.66**	**1** Transactions		
64036	**MINNESOTA STATE AUDITOR**					
	03-310-000-0000-6261		704.00	AUDIT SERVICES 051716	67092	PROFESSIONAL SERVICES
64036	**MINNESOTA STATE AUDITOR**		**704.00**	**1** Transactions		
4628	**VERIZON WIRELESS**					
	03-310-000-0000-6203		580.72	887189319		TELEPHONE
	03-310-000-0000-6203		25.02	887189319		TELEPHONE
4628	**VERIZON WIRELESS**		**605.74**	**2** Transactions		
310	**DEPT Total:**		**2,857.17**	**HIGHWAY ADMINISTRATION**	**4 Vendors**	**7 Transactions**
320	DEPT			HIGHWAY ENGINEERING		
4223	**MILLERBERND MFG CO**					
	03-320-000-0000-6301		1,216.00	R.A.B. LIGHTING 051716	125126	REPAIRS & MAINTENANCE
4223	**MILLERBERND MFG CO**		**1,216.00**	**1** Transactions		
4224	**TONKAWA MANAGEMENT LLC ATTN: R. K'**					
	03-320-000-0000-6606		200.00	PROJ 1371 PERM ROW 051716		PERMANENT ROW LAND ACQUISITION
4224	**TONKAWA MANAGEMENT LLC ATTN: R. K'**		**200.00**	**1** Transactions		
320	**DEPT Total:**		**1,416.00**	**HIGHWAY ENGINEERING**	**2 Vendors**	**2 Transactions**
325	DEPT			HIGHWAY CONSTRUCTION		
4224	**TONKAWA MANAGEMENT LLC ATTN: R. K'**					
	03-325-000-0000-6508		100.00	PROJ 1371 TEMP RENTAL 051716		TEMPORARY ROW EASEMENT/DAMAGES
4224	**TONKAWA MANAGEMENT LLC ATTN: R. K'**		**100.00**	**1** Transactions		

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325	**DEPT Total:**		**100.00**	**HIGHWAY CONSTRUCTION**	**1 Vendors**	**1 Transactions**
330	DEPT			HIGHWAY MAINTENANCE		
1817	**COMPASS MINERALS AMERICA INC**					
	03-330-000-0000-6533		1,795.28	SALT 051716	71375876	DEICING MATERIALS
1817	**COMPASS MINERALS AMERICA INC**		**1,795.28**	**1** Transactions		
6781	**DELANO RENTAL INC**					
	03-330-000-0000-6540		788.83	EQ FOR REPAIRING CULV 051716	10995	COUNTY WIDE CULVERT PROJECTS
	03-330-000-0000-6540		703.00	EQ FOR REPAIRING CULV 051716	10998	COUNTY WIDE CULVERT PROJECTS
	03-330-000-0000-6540		210.90	EQ FOR REPAIRING CULV 051716	11035	COUNTY WIDE CULVERT PROJECTS
6781	**DELANO RENTAL INC**		**1,702.73**	**3** Transactions		
609	**DESIGN ELECTRICAL INC-COLD SPRING E**					
	03-330-000-0000-6543		211.80	SIGNAL REPAIR 051716	2840	TRAFFIC SIGNALS
	03-330-000-0000-6543		211.80	SIGNAL REPAIR 051716	2840	TRAFFIC SIGNALS
609	**DESIGN ELECTRICAL INC-COLD SPRING E**		**423.60**	**2** Transactions		
4634	**FASTENAL COMPANY**					
	03-330-000-0000-6696		206.81	FIELD EQ-MNBUF STORE 051716	63711	HWY MAINT MINOR FIELD EQUIP
4634	**FASTENAL COMPANY**		**206.81**	**1** Transactions		
4222	**GARLOCK NORTH**					
	03-330-000-0000-6536		310.05	CRS2 OIL 051716	266080	CUTBACK OILS
	03-330-000-0000-6536		601.55	CRS2 OIL 051716	266221	CUTBACK OILS
4222	**GARLOCK NORTH**		**911.60**	**2** Transactions		
7338	**GOPHER STATE ONE CALL**					
	03-330-000-0000-6543		246.50	LOCATES 051716	6041468	TRAFFIC SIGNALS
7338	**GOPHER STATE ONE CALL**		**246.50**	**1** Transactions		
925	**HANCOCK CONCRETE PRODUCTS LLC**					
	03-330-000-0000-6540		1,158.40	REPLACE CULV 051716	1203538	COUNTY WIDE CULVERT PROJECTS
	03-330-000-0000-6540		633.60-	RETURN WRONG CULV 051716	1203560	COUNTY WIDE CULVERT PROJECTS
925	**HANCOCK CONCRETE PRODUCTS LLC**		**524.80**	**2** Transactions		
1706	**MARTIN MARIETTA MATERIALS**					
	03-330-000-0000-6535		1,452.56	ROCK 051716	17570200	ROCK & RIPRAP

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1706	**MARTIN MARIETTA MATERIALS**		**1,452.56**	**1** Transactions		
7510	**MENARDS - BUFFALO**					
	03-330-000-0000-6540		184.24	MORTAR ACCT 32030263 051716	12117	COUNTY WIDE CULVERT PROJECTS
	03-330-000-0000-6696		33.36	FIELD EQ 051716	12117	HWY MAINT MINOR FIELD EQUIP
7510	**MENARDS - BUFFALO**		**217.60**	**2** Transactions		
4221	**PRINSCO INC**					
	03-330-000-0000-6540		3,698.04	CULV WORK 051716	25212310	COUNTY WIDE CULVERT PROJECTS
4221	**PRINSCO INC**		**3,698.04**	**1** Transactions		
4433	**XCEL ENERGY**					
	03-330-000-0000-6543		22.13	LIGHT IN COKATO 051716	5100101510659	TRAFFIC SIGNALS
4433	**XCEL ENERGY**		**22.13**	**1** Transactions		
330	**DEPT Total:**		**11,201.65**	**HIGHWAY MAINTENANCE**	**11 Vendors**	**17 Transactions**
340	DEPT			HIGHWAY SHOP MAINTENANCE		
6156	**AMERIPRIDE SERVICES**					
	03-340-000-0000-6411		47.03	SHOP SUPPLIES MAY 10 051716	00780280	OPERATING SUPPLIES
	03-340-000-0000-6599		9.59	RUGS MAY 10 051716	00780280	BUILDING MAINTENANCE-P.W.BLDG.
6156	**AMERIPRIDE SERVICES**		**56.62**	**2** Transactions		
1646	**BOYER TRUCK PARTS**					
	03-340-000-0000-6574		121.91	REPAIR PARTS 051716	167995R	REPAIR PARTS
	03-340-000-0000-6574		1,133.23	REPAIR PARTS 051716	168097R	REPAIR PARTS
	03-340-000-0000-6574		135.20	REPAIR PARTS 051716	168138R	REPAIR PARTS
	03-340-000-0000-6574		185.99	REPAIR PARTS 051716	168143R	REPAIR PARTS
1646	**BOYER TRUCK PARTS**		**1,576.33**	**4** Transactions		
1655	**CENTRAL MCGOWAN INC**					
	03-340-000-0000-6411		19.24	WELDING SUPPLIES 051716	00936007	OPERATING SUPPLIES
1655	**CENTRAL MCGOWAN INC**		**19.24**	**1** Transactions		
5196	**CLIMATE AIR**					
	03-340-000-0000-6599		1,800.00	HVAC REPAIRS 051716	37298	BUILDING MAINTENANCE-P.W.BLDG.
5196	**CLIMATE AIR**		**1,800.00**	**1** Transactions		
3197	**DURACO INC**					

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name
	03-340-000-0000-6574		386.64	REPAIR PART 051716	18284	REPAIR PARTS
3197	**DURACO INC**		**386.64**	**1** Transactions		
3053	**LUBE TECH ESI**					
	03-340-000-0000-6411		249.00	FUEL SYSTEM PART 051716	10845	OPERATING SUPPLIES
3053	**LUBE TECH ESI**		**249.00**	**1** Transactions		
1953	**MARKS SERVICE**					
	03-340-000-0000-6564		38.71	UNLEADED FUEL 051716	3046	UNLEADED GASOLINE
1953	**MARKS SERVICE**		**38.71**	**1** Transactions		
595	**O'REILLY AUTO PARTS**					
	03-340-000-0000-6574		42.00-	RETURN PART 051716	160255	REPAIR PARTS
	03-340-000-0000-6574		70.00-	RETURN PART 051716	160261	REPAIR PARTS
	03-340-000-0000-6574		202.86	REPAIR PARTS 051716	165480	REPAIR PARTS
595	**O'REILLY AUTO PARTS**		**90.86**	**3** Transactions		
926	**ROYAL TIRE INC**					
	03-340-000-0000-6570		230.21	TIRES 051716	1607156	TIRES
926	**ROYAL TIRE INC**		**230.21**	**1** Transactions		
270	**RYAN CHEVROLET**					
	03-340-000-0000-6574		79.27	RYAN CHEV - PARTS 051716	1023358	REPAIR PARTS
	03-340-000-0000-6575		239.94	RYAN CHEV - LABOR 051716	1023358	OUTSIDE LABOR
270	**RYAN CHEVROLET**		**319.21**	**2** Transactions		
2991	**ZEP SALES & SERVICES**					
	03-340-000-0000-6411		317.20	ASPHALT RELEASE 051716	9002227144	OPERATING SUPPLIES
2991	**ZEP SALES & SERVICES**		**317.20**	**1** Transactions		
340	**DEPT Total:**		**5,084.02**	**HIGHWAY SHOP MAINTENANCE**	**11 Vendors**	**18 Transactions**
380	DEPT			UNALLOCATED NON-HIGHWAY OPERAT		
3965	**MN COUNTIES INS TRUST**					
	03-380-000-0000-6353		403.00	ADD CONT EQP #175 2016 CASE	PC106016	LIABILITY INSURANCE
3965	**MN COUNTIES INS TRUST**		**403.00**	**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
380	**DEPT Total:**		**403.00**	**UNALLOCATED NON-HIGHWAY OPERAT**	**1 Vendors**	**1 Transactions**
3	**Fund Total:**		**21,061.84**	**ROAD AND BRIDGE FUND**		**46 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			HUMAN SERVICES UNALLOCATED		
1349	**CORPORATE PAYMENT SYSTEMS**					
	11-480-000-0000-6899		42.00	AMAZON.COM 10559272028667401		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		168.58	AMAZON.COM 10564270835195416		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		107.85	AMAZON.COM 10578326999517037		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		44.22	AMAZON.COM 10554961312603455		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		76.00	AMAZON.COM 10570279835756211		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		47.49	AMAZON.COM 10523208877997015		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		127.68	TARGET.COM	103151618524	HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		1,134.06	DISCOUNT SCHOOL SUPPLY	2513637	HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		300.96	WALMART.COM	3831687623092	HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		319.47	MN VET MED RESEARCH/EDUC	509653525	HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		300.00	ARROWHEAD EMS ASSOC	509668013	HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		31.30	JUNGSEED	52048403	HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		595.00	U OF MN	PUBHX725	HUMAN SERVICES EXP. DUMP FUND
1349	**CORPORATE PAYMENT SYSTEMS**		**3,294.61**	**13** Transactions		
4292	**OPTIV SECURITY**					
	11-480-000-0000-6899		865.31	CHECKPOINT ENTERPRISE HS	10002153222045	HUMAN SERVICES EXP. DUMP FUND
4292	**OPTIV SECURITY**		**865.31**	**1** Transactions		
4628	**VERIZON WIRELESS**					
	11-480-000-0000-6899		5,975.33	887189319		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		73.02	887189319		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		121.50	887189319		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		73.22	887189319		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		100.76	887189319		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		60.75	887189319		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		130.58	887189319		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		63.72	EQUIPMENT		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		1,310.98	887189319		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		195.00	887189319		HUMAN SERVICES EXP. DUMP FUND
4628	**VERIZON WIRELESS**		**8,104.86**	**10** Transactions		
480	**DEPT Total:**		**12,264.78**	**HUMAN SERVICES UNALLOCATED**	**3 Vendors**	**24 Transactions**
11	**Fund Total:**		**12,264.78**	**HUMAN SERVICES FUND**		**24 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.		
6413	**JLR GARAGE DOOR SERVICE INC**					
	20-393-000-0000-6801		125.00	REPAIRS OVERHEAD DOOR SWITCH	51508	MISCELLANEOUS EXPENSE
6413	**JLR GARAGE DOOR SERVICE INC**		**125.00**	**1** Transactions		
3141	**LAPLANT DEMO INC**					
	20-393-000-0000-6801		332.50	SCRAP METAL TRANSPORT	42786	MISCELLANEOUS EXPENSE
3141	**LAPLANT DEMO INC**		**332.50**	**1** Transactions		
393	**DEPT Total:**		**457.50**	**S.C.O.R.E.**	**2 Vendors**	**2 Transactions**
20	**Fund Total:**		**457.50**	**WASTE MANAGEMENT FUND**		**2 Transactions**

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name
150	DEPT			LEVY STABILIZATION FUND		
5357	**ELECTION SYSTEMS & SOFTWARE INC**					
	34-150-000-0000-6621		4,935.00	DIGITAL IMAGE SCANNER		FURNITURE & EQUIPMENT
5357	**ELECTION SYSTEMS & SOFTWARE INC**		**4,935.00**	**1** Transactions		
150	**DEPT Total:**		**4,935.00**	**LEVY STABILIZATION FUND**	**1 Vendors**	**1 Transactions**
161	DEPT			HIGHWAY BUILDING BOND PROCEEDS		
4169	**CENTRAL ROOFING COMPANY**					
	34-161-000-0000-6605		147,339.34	PMT #8 HWY BUILDING		HIGHWAY BUILDING
4169	**CENTRAL ROOFING COMPANY**		**147,339.34**	**1** Transactions		
3954	**DONLAR CONSTRUCTION COMPANY**					
	34-161-000-0000-6605		259,015.90	PMT #8 HWY BUILDING		HIGHWAY BUILDING
3954	**DONLAR CONSTRUCTION COMPANY**		**259,015.90**	**1** Transactions		
3957	**E2 ELECTRICAL SERVICES INC**					
	34-161-000-0000-6605		152,000.00	PMT #8 HWY BUILDING		HIGHWAY BUILDING
3957	**E2 ELECTRICAL SERVICES INC**		**152,000.00**	**1** Transactions		
3958	**EMPIREHOUSE INC**					
	34-161-000-0000-6605		44,217.75	HWY APPLICATION #8		HIGHWAY BUILDING
3958	**EMPIREHOUSE INC**		**44,217.75**	**1** Transactions		
4140	**FABCON PRECAST LLC**					
	34-161-000-0000-6605		6,650.00	HWY APPLICATION #8		HIGHWAY BUILDING
4140	**FABCON PRECAST LLC**		**6,650.00**	**1** Transactions		
4180	**KENDELL DOORS AND HARDWARE INC**					
	34-161-000-0000-6605		90,873.88	HWY #8 APPLICATION		HIGHWAY BUILDING
4180	**KENDELL DOORS AND HARDWARE INC**		**90,873.88**	**1** Transactions		
4142	**MAXX STEEL ERECTORS INC**					
	34-161-000-0000-6605		9,158.00	HWY #4 APPLICATION		HIGHWAY BUILDING
	34-161-000-0000-6605		22,482.70	HWY #1 APPLICATION		HIGHWAY BUILDING
4142	**MAXX STEEL ERECTORS INC**		**31,640.70**	**2** Transactions		
4165	**MULCAHY NICKOLAUS LLC**					
	34-161-000-0000-6605		91,874.50	HWY #4 APPLICATION		HIGHWAY BUILDING

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4165	**MULCAHY NICKOLAUS LLC**		**91,874.50**	**1** Transactions		
4181	**NORTHERN LIGHTS STEEL FAB INC**					
	34-161-000-0000-6605		76,546.34	PMT #8 HWY BUILDING		HIGHWAY BUILDING
4181	**NORTHERN LIGHTS STEEL FAB INC**		**76,546.34**	**1** Transactions		
4249	**SKOLD SPECIALTY CONTRACTING LLC**					
	34-161-000-0000-6605		8,388.50	PMT #8 HWY BUILDING		HIGHWAY BUILDING
4249	**SKOLD SPECIALTY CONTRACTING LLC**		**8,388.50**	**1** Transactions		
4167	**SUMMIT FIRE PROTECTION**					
	34-161-000-0000-6605		78,916.54	PMT #8 HWY BUILDING		HIGHWAY BUILDING
4167	**SUMMIT FIRE PROTECTION**		**78,916.54**	**1** Transactions		
4144	**TEKTON CONSTRUCTION COMPANY**					
	34-161-000-0000-6605		7,501.48	HWY #8 APPLICATION		HIGHWAY BUILDING
4144	**TEKTON CONSTRUCTION COMPANY**		**7,501.48**	**1** Transactions		
3307	**TWIN CITY GARAGE DOOR CO**					
	34-161-000-0000-6605		34,561.00	PMT #8 HWY CONSTRUCTION		HIGHWAY BUILDING
3307	**TWIN CITY GARAGE DOOR CO**		**34,561.00**	**1** Transactions		
3960	**WEIDNER PLUMBING AND HEATING CO**					
	34-161-000-0000-6605		352,432.90	HWY #8 APPLICATION		HIGHWAY BUILDING
3960	**WEIDNER PLUMBING AND HEATING CO**		**352,432.90**	**1** Transactions		
161	**DEPT Total:**		**1,381,958.83**	**HIGHWAY BUILDING BOND PROCEEDS**	**14 Vendors**	**15 Transactions**
165	DEPT			COMPLIANCE FUNDS		
3417	**DATABANK IMX LLC**					
	34-165-000-0000-6622		8,925.00	SS REMOTE EDMS APRIL 2016	45002850	EQUIPMENT PURCHASED
3417	**DATABANK IMX LLC**		**8,925.00**	**1** Transactions		
165	**DEPT Total:**		**8,925.00**	**COMPLIANCE FUNDS**	**1 Vendors**	**1 Transactions**
34	**Fund Total:**		**1,395,818.83**	**CAPITAL IMPROVEMENTS FUND**		**17 Transactions**
	Final Total:		**1,518,033.87**	**149 Vendors**	**239 Transactions**	

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Recap by Fund

Fund	Amount	Name
1	88,430.92	GENERAL REVENUE FUND
3	21,061.84	ROAD AND BRIDGE FUND
11	12,264.78	HUMAN SERVICES FUND
20	457.50	WASTE MANAGEMENT FUND
34	1,395,818.83	CAPITAL IMPROVEMENTS FUND
All Funds	1,518,033.87	Total

Approved by, ...

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