WRIGHT COUNTY BOARD
AGENDA
JUNE 21, 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 6-14-16**

Documents: 2016-06-14 WRIGHT COUNTY BOARD MINUTES (INFO).PDF

III. **REVIEW & APPROVAL OF AGENDA**

IV. **CONSENT AGENDA**

A. **ADMINISTRATION**

1. Madden, Galanter & Hansen Claim, May 2016

Documents: 05.16 MADDEN, GALANTER AND HANSEN CLAIM.PDF

B. **ADMINISTRATION**

1. Refer To Building Committee Modification To The Human Service Center Room 127

Documents: HSC 127 MODIFICATIONS REQUEST.PDF

C. **AUDITOR/TREASURER**

1. Approve Renewal Of Annual On Sale (Including Sunday) And Off Sale Liquor License For Two Friends Of Annandale, Inc. DBA Hitching Post At Lake Center
2. Approve Renewal Of Annual On Sale (Including Sunday) Liquor License For Normano's LLC DBA Norm's Wayside
3. Approve 6-13-16 Wright County Board Of Appeal And Equalization Meeting Minutes

Documents: AGENDA 6-21 ANNUAL ON SALE LIQUOR HITCHING POST AT LAKE CENTER.PDF, AGENDA 6-21 ANNUAL ON SALE LIQUOR - NORMS WAYSIDE.PDF, AGENDA 6-21 APPROVE CBAE MINUTES.PDF, BOE 2016 MINUTES-DRAFT.PDF, AGENDA 6-21 CBAE - BUTTURFF.PDF, AGENDA 6-21 CBAE - CARRILLO.PDF, AGENDA 6-21 CBAE - HANSON.PDF, AGENDA 6-21 CBAE - LABATT.PDF, AGENDA 6-21 CBAE - LEINES.PDF, AGENDA 6-21 CBAE - LOCHER.PDF, AGENDA 6-21 CBAE - MCDONALD.PDF, AGENDA 6-21 CBAE - TRIPLETT.PDF

D. **AUDITOR/TREASURER**

1. Approve Claims As Listed In The Abstract, Subject To Audit, For A Total Of $315,630.83 With 168 Vendors & 232 Transactions

Documents: AGENDA 6-21 CONSENT CLAIMS.PDF

E. **HIGHWAY**

1. Position Replacement:
   A. Highway Maintenance Worker

Documents: 06-21-16-A REQUEST TO FILL MAINTENANCE POSITION.PDF

F. INFORMATION TECHNOLOGY

1. Refer To Personnel Committee The Pre-Backfill Of IT Office Assistant

Documents: BOARD ACTION IT OFFICE ASSISTANT.PDF

G. PLANNING & ZONING

1. Accept The Findings And Recommendations Of The Planning Commission For The Following Rezoning:

A. KEVIN BUTCHER - (Franklin Twp.). Planning Commission Unanimously Recommends Approval Of The Rezoning Of Approximately 26 Acres From AG General Agricultural To A/R Agricultural-Residential

Documents: PLANNING AND ZONING RFBA.PDF, BUTCHER REZONING PC MINUTES 6-9-16.PDF

H. SHERIFF'S OFFICE/JAIL

1. Authorize Signatures On MN DOC Work Release Contract, Eff. 7-01-16 Through 6-30-17. Renewal Of Existing Contract With No Changes.

Documents: RBA 062116.PDF, WR CONTRACT.PDF

V. TIMED AGENDA ITEMS

A. 9:05 A.M. DUANE NORTHAGEN, EXECUTIVE DIRECTOR, WRIGHT COUNTY ECONOMIC DEVELOPMENT PARTNERSHIP & BARB CHAFFEE, CEO, CENTRAL MN JOBS & TRAINING PARTNERSHIP

1. CEDS Presentation And Resolution

Documents: COPY OF PER CAPITA OPTION.PDF, CEDS-PP2 05-11-16.PDF, VERSION A CEDS-EDD RESOLUTION.PDF, VERSION B CEDS-EDD RESOLUTION.PDF

B. 9:20 A.M. JASON NEUERBURG, PROGRAM MANAGER, CENTRAL MN HOUSING PARTNERSHIP

1. Adopt Resolution Approving Central Minnesota Housing Partnership As Administrator For The Rental Rehabilitation Deferred Loan Program (RRDL) In Wright County

Documents: CENTRAL MINNESOTA HOUSING PARTNERSHIP RRDL 2016.PDF, 6-21-16 RRDL PROGRAM RESOLUTION.PDF

C. 9:30 A.M. BID OPENING - EXTERIOR LIGHTING RETROFIT RFP

D. 9:35 A.M. VIRGIL HAWKINS, HIGHWAY ENGINEER

1. Award Low Bid For CSAH 35/CR 134 Roundabout To New Look Contracting
2. Resolution Approving Agreement 1002560 & Amendment 01468-1 With MnDOT For Traffic Control At TH 55 & CSAH 3

Documents: 06-21-16-B AWARD 35-134 ROUNDABOUT.PDF, 06-21-16-C APPROVE MNDOT AGREEMENT 1002560-AMENDMENT.PDF

E. 9:40 A.M. COURTS FACILITY DISCUSSION

Documents: RFBA NEW COURTS FACILITY MARKET COSTS SUMMARY.PDF, WRIGHT COUNTY BOARD LETTER JUNE 14 2016 CONSTRUCTION FINAL.PDF, WRIGHT COUNTY 2016 GO BONDS COMBINED LEVEL DEBT SERVICE 061716.PDF, COPY OF RECENT COURT CONSTRUCTION SPREADSHEET.PDF

F. **10:10 A.M. ERIK HEURING, WRIGHT COUNTY AG INSPECTOR & KERRY SAXTON, SWCD**
   1. Eradication/Management Of Wild Parsnip

G. **10:30 A.M. KERRY SAXTON, SWCD**
   1. AIS Update

VI. ITEMS FOR CONSIDERATION - NONE

VII. ADVISORY COMMITTEE / ADVISORY BOARD UPDATES

VIII. ADJOURNMENT

IX. CLAIMS LISTING

Documents: AUDIT LIST FOR BOARD 6-21-2016.PDF

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

INFORMATIONAL

WRIGHT COUNTY BOARD
MINUTES
JUNE 14, 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 6-07-16 County Board Minutes, seconded by Daleiden. The motion carried 5-0.

AGENDA
Potter moved to approve the Agenda, seconded by Daleiden. Borrell requested the following be petitioned to the Agenda: Items For Consid. #C, "Wild Parsnip." Potter and Daleiden accepted this as an amendment to the motion. The motion carried 5-0.

CONSENT AGENDA
Potter pulled for discussion Consent Agenda Item F, "Auditor/Treasurer, Approve Claims as Listed in the Abstract, Subject to Audit, for a Total of $683,125.49 with 166 Vendors and 240 Transactions." Potter moved to approve the remainder of the Consent Agenda, seconded by Borrell, and carried 5-0:

A. ADMINISTRATION
   1. Authorize Attendance At Meeting With Enel Green Power, 7-18-16 @ 1:30 PM, Buffalo Township Hall
B. ADMINISTRATION
   1. Position Replacement:
      A. Custodian
C. ASSESSOR
   1. Approve Abatement, PID #114-137-003010, Robert Carrillo
D. ASSESSOR
   1. Approve Abatement, PID #116-031-005010, Gary Brummer
E. ATTORNEY
   1. Approve Signatures on Agreement with LaPlant Demo, Inc. (see additional Board action on this item later in the Minutes)
G. HEALTH & HUMAN SERVICES
   1. Position Replacement
      A. Social Worker
H. INFORMATION TECHNOLOGY
   1. Refer to Technology Committee:
      A. AGC Support Contract
      B. IT Projects Discussion
I. PARKS & RECREATION
   1. Approve 2016 Capital Improvement Plan as funding source for the purchase of 3 acre parcel near Bertram Chain of Lakes Regional Park. The $18,000 cost will be split equally between the County and City of Monticello. Purchase approved at the 5-24-16 County Board Meeting.

Consent Agenda Item F was discussed, "Auditor/Treasurer, Approve Claims as Listed in the Abstract, Subject to Audit, for a Total of $683,125.49 with 166 Vendors and 240 Transactions." Potter referenced a claim on Page 25 to Kennedy & Graven ($16,000). Bob Hiivala, Auditor/Treasurer, explained that this is bond counsel expense for the 2016A bonds for the new Highway building. On a motion by Potter, second by Daleiden, all voted to approve Consent Item F as presented.

TIMED AGENDA ITEMS

VIRGIL HAWKINS, HIGHWAY ENGINEER
Approve 5-24-16 Transportation Committee Of The Whole (TCOTW) Minutes & Act On Recommendations
At today's County Board Meeting, Hawkins provided an overview of the TCOTW Minutes and recommendations. Discussion included the Five-Year Plan, which will be posted on the Intranet. Potter requested the following

correction to the TCOTW Minutes: Page 1, paragraph 1, change to "Chairperson Sawatzke." On a motion by Potter, second by Daleiden, all voted to approve the TCOTW Minutes as corrected and the 5-Year Plan. The TCOTW Minutes follow:

1. Introductions

   Chairperson Sawatzke called the meeting to order at 11:09 a.m. Hawkins was invited to present to the committee various items for consideration/discussion.

2. Review Road Tour / Finalize Five-Year Plan

   Hawkins distributed a *DRAFT* Five-Year Plan proposal [Attachment 2] that he put together based on the recent public meeting, the recent road tour taken with the commissioners and staff members, and public input regarding Wright County's highway system. Based on the money that is expected to be available, Hawkins prioritized projects that can be completed. Pavement preservation projects for both 2017 (28 miles) and 2018 (23 miles) have been specifically identified, and the goal is to complete approximately 25 miles/year after that. Pavement preservation (overlays) projects are generally grouped together from year to year so that mobilization costs are kept to a minimum. There are several safety projects included on the plan for years 2017 and 2018, a couple of which have been awarded federal safety funds; and federal funds have also been made available for construction on CSAH 3 (2018), CSAH 37 (2018), and CSAH 19 (2020).

   Hawkins said that the Highway Department will be in contact with the City of Howard Lake regarding CSAH 6 for the first mile north of the fair grounds to see if the city wants to do any reconstruction utility work before the pavement preservation is completed in 2017. It would be possible at that time to make that section of roadway into an urban design (with cost participation from the city). The remainder of CSAH 6 to CSAH 37 would receive a reclaim and overlay.

   There was discussion about the 'intersection conflict warning systems' that are planned for 2017 and have received federal safety funds. Husom said that she was questioned by Albion Township about the effectiveness of these systems, and she explained that the newer systems are further advanced and much better than the original ones that were installed. One of the Albion Township officials commented that he would like to see stop signs with lights around the edges, and Husom said that she would pass that request along. Hawkins said that this has been considered, but through research and observation, they have found out that people are actually stopping at the stop signs currently in place, but they are then pulling out in front of vehicles. Flashing lights wouldn't help because the drivers have already stopped but then used poor judgment when pulling out in front of cross traffic. Part of the problem is that they misjudge the speed of a vehicle or they just don't see it.

   Sawatzke questioned the necessity for wider paved shoulders on CSAH 3 that are planned for 2018, and Hawkins said that they have to be built to state aid standards with 3,000 vehicles/day. He explained that CSAH 3 is a main north/south route in that part of the county, and a minimum six-foot shoulder needs to be built if they are using state aid money. A reclaim and overlay is planned for CSAH 3 from TH 55 to CR 129 in 2018, as that is not in as dire shape as the roadway north of TH 55. He added that the road reconstructs for 2018 and 2019 (CSAH 3, CSAH 19, and CSAH 37) will all receive federal money, including specially designated federal money for the wider paved shoulders on CSAH 3 (north of TH 55). The east segment of CSAH 37 will be completed in 2018 and the west segment will be completed in 2019. This will tie in well with the Mall of Entertainment in Albertville, if that development proceeds. Either way, this new connection is needed. Microsurfacing will be completed this year on CSAH 19 between TH 241 and CSAH 35 in St. Michael, where there is a transition from a four-lane to a two-lane roadway, and this preservation treatment should last four or five years. Application for federal funds will be made to see if funding can be received to extend the four lanes on CSAH 19 between the one-way pair.

   The CSAH 7 bridge will likely be eligible for federal funding in 2020, and hopefully half or more of the funds needed for reconstruction will be made available with bridge bonding money. Hawkins explained that the final page of this handout lists projects that could be considered in the following six to 20 years if and when funding becomes available.

   Sawatzke asked about the concern brought up by Silver Creek Township regarding the entering/exiting of traffic near the Hasty truck stop. Hawkins said that this is a township issue, but if they want some engineering advice, Wright County will be happy to give that. However, it will still remain the township's responsibility to

5-24-16 TCOTW Minutes (cont.)

make any suggested changes. Morning hours are probably the most congested times of the day. Hawkins said that he will contact the township regarding possibilities; however, there is a county park immediately to the south of the truck stop property, which would prevent the building of a road south of the truck stop. A few years ago there were plans for another truck stop on the east side of CSAH 8, which would have rerouted traffic into a better flow; but these plans did not materialize.

Hawkins asked the commissioners to review the proposed plan as presented today, after which he could put this out for public comment. Sawatzke said that the public has already had the opportunity to comment and the commissioners have reviewed the requests and the proposal in addition to taking the road tour, so this plan could be presented to the County Board 'as is.' Potter said that he would like some mention in the plan for a possible bypass for TH 25 around Monticello, perhaps on the six to 20-year list. In order for this bypass to happen, federal dollars will be needed. Hawkins said that it is not on the map but it will be included on the potential list of projects. Sawatzke said that he would like a note that specific routes for pavement preservation are not shown on the plan for the years 2019, 2020, and 2021. Hawkins said that he would see that this was updated on the county website. Plans for a turnback of CSAH 60 to the City of Montrose will also be added to the plan. The city will probably be ready to take care of the utility upgrades in 2017 or 2018, after which the county can complete an overlay and then turn it over to the city.

Borrell commented that CSAH 3 north of TH 55 is ready for a new surface, and because of the agricultural area surrounding CSAH 3, wider shoulders will be a welcome addition. There was some discussion noting the cost difference between a mill and overlay ($200,000/mile) and reconstruction ($1,000,000+). Hawkins commented that back in 1995 the cost for a mill and overlay was $50,000.

Typically, the proposal for the Five-Year Plan comes to the County Board as part of the minutes of the Transportation Committee of the Whole, at which time they can vote to adopt the plan. Things not specifically listed on this plan are still pending. Hawkins will make the appropriate changes/additions, including adding CSAH 60 plans to 2018, including a footnote about the possible bypass of TH 25 sometime in the future, and various notes to the map.

RECOMMENDATION: It was the consensus of the TCOTW that Hawkins bring this Five-Year Plan to the County Board for its approval, after changes and additions are made to this plan as suggested at today's meeting and documented in the meeting minutes.

3. <u>Request from City of Buffalo Regarding Retaining Wall Along CSAH 35</u>

Hawkins explained that the current retaining wall built along CSAH 35 (extending from the county parking lot at 1st Street NW to 4th Street NW in Buffalo) was done under contract with the City of Buffalo in 1993/94, and the cost share was 50/50. However, there was no provision outlined at that time for future repairs or maintenance. The county's new funding policy (May 2014) allows for a 50/50 cost split if the highway were to be redone and the wall needed to be rebuilt, but the future repairs and maintenance would be the responsibility of the city. The 50/50 cost share agreement (with city ownership of the wall) was used for the construction of the retaining wall on CSAH 12 on the southeast side of the lake as it reaches the southern boundary of the city. There was an agreement for building the original wall along CSAH 35, but it is silent on ownership and maintenance. Hausmann commented that the type of block that was used for this wall in 1995 is notorious for failing because of its porous nature and is no longer being used.

Kannas said that the city had looked at the condition of the wall for a while and has done routine maintenance. There are areas that need to be replaced, and in the long term the entire wall will continue to degrade and deteriorate. City officials and Kannas have agreed that it would be prudent to take a proactive approach rather than wait for an emergency situation. This wall helps support the Wright County parking lot and several homes along CSAH 35. If the wall collapses and the hillside sloughs off, it will come down on the sidewalk and the roadway. The wall varies in height, and the city has a plan in place to take care of it this year if the county will agree to help fund the project, which would be 50/50 cost share, the same as in the original agreement. Kannas said that he doesn't like to spend money on retaining walls and would rather spend it on roads that get people from Point A to Point B, but everyone needs to realize that the wall is actually a function of the roadway, one that allows it to be there. It is not an amenity, but rather allows the roadway, the parking lane, and a sidewalk to be there. A 12-foot lane and an eight-foot shoulder would not be possible without the

5-24-16 TCOTW Minutes (cont.)

wall. This wall is part of the roadway, and if it weren't there, the road could not be there. Husom commented that the sidewalk adjacent to the wall is dangerous for walkers with debris that falls from the wall to both the sidewalk and the roadway. The deteriorating wall also presents a potential hazard for the county parking lot as well. Kannas said that there is currently no geo-grid behind this wall, and they wouldn't want to excavate too far back. Borrell asked if any members were opposed to a 50/50 cost share, and Hawkins said that when CSAH 35 is redone at some point in the future, the cost share would be 50/50 at that time; and he recommended that the construction of the new wall at this time be addressed with a separate agreement with a 50/50 cost share. Husom indicated her approval for a 50/50 cost share at this time for reconstruction of the wall but was unwilling to commit to additional expenses of the wall if and when CSAH 35 is reconstructed and/or repaired. She would like to have language in the agreement that the City of Buffalo has full ownership of the wall. Since the blockwork won't be part of the reconstruction of CSAH 35, the wall can have a separate agreement. Hawkins said that there can be a separate agreement (Memo of Understanding) now addressing just the wall, stating that the city owns it and is responsible for maintaining it. Kannas said that the city would like to get this project done in 2016. He agreed that the city would own the wall, and if the county for some reason wants to widen the road in the future, cost share can be further discussed at that time. Sawatzke asked about available funding, and Hawkins said that the low bids that have come in so far this year have produced cost savings that will allow for Wright County to contribute up to $177,000 for this project in 2016.

RECOMMENDATION: It was the consensus of the TCOTW that a recommendation be made to the County Board to enter into a 50/50 cost share agreement with the City of Buffalo, not to exceed $177,000, for the reconstruction of the retaining wall along CSAH 35 from 1st Street NW to 4th Street NW in the City of Buffalo. It is further recommended that this agreement recognize that the City of Buffalo retains full ownership of this wall and is responsible for all maintenance and repairs that might be necessary in the future.

(End of 5-24-16 TCOTW Minutes)

Approve 6-02-16 Owners Committee Minutes

At today's County Board Meeting, Hawkins stated that the plan is to move to the new Highway building on July 6-7. Regarding change orders, $1,800 of the cost is for additional power and voice/data outlets. Potter moved to approve the 6-02-16 Owners Committee Minutes, seconded by Daleiden. Sawatzke said the original estimate for the sign was $25,000 and thought the cost had been reduced to $11,000 because of the elimination of some wiring. Hawkins said he thought that was the case but will need to verify. The motion carried 5-0 to approve the 6-02-16 Owners Committee Minutes:

The meeting was brought to order immediately following a tour of the new facilities of the Highway Department that began at 10:30 a.m.

1. Project Update

Francois and Larkin briefly reviewed a timeline for remaining work on the new facility. Paving should begin somewhere around June 20 and furniture installation is set to begin on June 27. Plumbing and gas work have been finalized with some electrical work still remaining. The lifts and cranes are in and the final inspection and certification of occupancy should be issued within the next two weeks. A temporary certificate will probably be issued first, and then final cleanup will begin. Francois said that the move should be able to begin right after the 4th of July, and Hawkins said that IT is scheduled to connect the ports/phones/computers around that time. There will be some room for flexibility in scheduling. Installation of racking for the Parts Room can begin as soon as the racking is available. Larkin said that he would like to coordinate the racking with the front furniture systems. Hard hats will still be required by those on the site until all construction/cleanup work is completed.

2. Change Order Update [Attachment 2]

There were a total of four change orders presented. PCO #181 ($895) was to add a waterline to the steam humidifier located on the 2nd level mezzanine. This is for the data closet, and the line was initially omitted due to an oversight. PCO #185 ($781) is for an additional handrail at the stairs to the north mezzanine to protect an opening and was directed by the City Inspector. PCO #189 ($1,814) covers the cost of adding additional outlets and data jacks in the parts shop area and in the front filing/storage area. PCO #190 ($990) is proposed to add wiring to the generator so that Wright Hennepin can monitor it. Wilczek said that this issue has been discussed, and it has been decided that the extra wiring probably is not necessary because alarms are already

6-02-16 Owners Committee Minutes (cont.)

in place for all systems when the power goes down. If this change order has not already been executed, it should not be done. The last item reviewed was the allowance for the monument sign that will be posted at the entrance to Highway Department site. Most of the pieces were picked up in Bid Pack 2, but several items were not included, such as footings. The original allowance was $25,000, but it appears that the cost will be closer to $11,000, with a projected savings of about $14,000. Since this was not a line item, an official change order will be needed. Both Sawatzke and Potter recommended accepting the first three and excluding PCO #190. They also agreed to move ahead with the change order for the sign monument.

3. Budget Review [Attachment 3]:
There is still some detailing to do on the roof, and Larkin said that he has been in constant communication with the roofing company to finish this job. Money owed them will be held until the job is completed. This roof comes with a 30-year warranty. Cost for the joint sealants has come down to $25,900 from $60,000 because the consensus was that most of the joints had a double seal and did not need to be crack filled. Francois said that he is ready to get quotes for the final cleaning, estimated at close to $35,000. Both Potter and Sawatzke expressed their desire to contact local companies, and Wilczek said that he would find some local contact numbers and pass them on to Francois.

4. Other:
Hawkins said that he would get a notice out about various training that will be held for different systems in the new facility. There was some discussion about the savings in the "furniture and equipment" budget line due to the decision to go with ABF and their refurbished furniture. Francois said that savings in the budget are usually set aside for a year to see what other items might have been overlooked or are found to be needed after occupancy takes place. Sawatzke commented that money saved on this project will likely be used for the changes/upgrades that need to be done on the current PWB. Kelly commented that he still has a bill from HCM Architects from September 2015 regarding additional design work necessary for the expansion space alternate bid, an issue that has been discussed at previous meetings. Potter said that Mark Daleiden had requested more information before a final decision is made, and Sawatzke said that this can be addressed by the full Board and doesn't need to be discussed here. Hawkins commented that Daleiden's request had been made a few Board meetings ago and additional information was sent to him. Kelly said that he would get in touch with Daleiden to see what his leaning is.

5. Set Meeting Date:
A tentative meeting date for the next Owners Committee was set for Thursday, July 7, 2016 at 10:30 a.m. with possible consideration given for a final meeting in August.

(End of 6-02-16 Owners Committee Minutes)

LEE KELLY, COUNTY COORDINATOR

Board Video Retention

Adam Tagarro, IT Director, and Scott Larson, Records Management Analyst, provided information supporting the recommendation on the retention of Board Meeting videos for one year. This is consistent with the State requirement of a 1-year minimum as it is not considered the permanent record of the Board proceedings. The County Board minutes are the permanent record. Other states and counties have about a 50/50 split between a 1-year and 1-month retention period. Consulting other County departments reflects that most refer back to videos for about a 1-month time frame. The furthest the Attorney's Office checks back is 1 week. Borrell suggested retaining the videos for a longer period. It does not cost the County to retain the videos on YouTube and it provides transparency. Sawatzke asked if there are any drawbacks to a longer retention. Larson responded that the County would have to consider the legal aspects. Per the retention schedule, every reiteration should be destroyed. Tagarro said the primary concern is space. Husom is comfortable with the recommendation of 1 year as the minutes are the permanent record.

Potter made a motion to approve a 1-year retention for Board videos, seconded by Husom. Borrell offered a friendly amendment to the motion to leave the videos on YouTube for whatever period YouTube allows and to delete the copy at the County after 1 year. The motion was seconded by Daleiden for discussion. Brian Asleson, Chief Deputy Attorney, said the retention policy allows deleting data. If the Attorney's Office knows of a case where the data should be retained, they can make arrangements for that. If there is an agreement with YouTube to use their system, it may be questionable whether the County is maintaining that data. Asleson said public

requests or discovery associated with litigation can be burdensome if they were required to produce the videos. Asleson said the Attorney's Office supports the 1-year policy. The friendly amendment to the motion failed 1-4 with Sawatzke, Husom, Potter and Daleiden voting against.

Borrell again brought up the issue of transparency. He offered the suggestion on retaining the videos on DVD's. Daleiden said he doesn't see a situation where someone would want to look at a video after 1 year. His concern is the amount of data storage and the staff efforts associated with litigation. Tagarro added that YouTube does not guarantee how long videos will be retained on their site. The original motion to approve a 1-year retention carried 4-1 with Borrell casting the nay vote.

PUBLIC HEARING - AMENDMENTS TO THE NO WAKE ORDINANCE

At 9:42 A.M., Sawatzke opened the Public Hearing on proposed Amendments to the No Wake Ordinance. Greg Kryzer, Assistant County Attorney, presented draft Ordinance Amendment 16-3 which would regulate the border lakes Wright County share with Stearns County. Per DNR regulations, both counties must adopt identical ordinances in order to regulate no wakes on these lakes. Stearns County adopted their ordinance on 5-17-16. Corinna and Southside Townships approve of the amendments. Amendment 16-3a is a staff proposed amendment increasing the no-wake elevation for East and West Lake Sylvia by 6 inches. Staff is also recommending a seasonal 150-foot no wake be adopted for East and West Lake Sylvia. Southside Township has reviewed and approved the proposed amendment. Clearwater Township met last evening and Kryzer has not heard back from them.

Kryzer said the Grass Lake Dam will be used as the elevation point. Further south down the chain, another dam will be used for the elevation point. The triggering point for the majority of the lakes on the Grass Lake Dam also coincides with the closing of the valve from Pleasant Lake over to Clearwater Lake. It has some basis with the DNR as to water trigger point. With regard to the permanent no-wake zone in the channel between Lake Augusta and Clearwater Lake, it has always been posted but now it will be codified. Stearns County took action last month to adopt their ordinance. Wright County must do the same and then approve the Joint Powers Agreement.

Amendment 16-3 would raise water elevations on Lake Sylvia by 6 inches. Currently, the lake elevation is at the ordinary high water mark. The high water mark on Lake Sylvia happened prior to Memorial Day, triggering the 300' no wake. Staff is requesting the Amendment because of the frequency and the resources devoted. This frequency may be eroding some of the public confidence in the No Wake Ordinance. Raising the elevation by 6" would still have resulted in triggering no wakes in 2012 and 2014/2015 during significant water events. The proposed elevation would be 1050.58. Kryzer stated that notice of the proposed amendments was sent to the Lake Association and Townships and placed in the newspaper.

Public Comment:

Roger Rauschendorfer, Resident on Lake Augusta, said Lake Augusta residents initiated the effort to have the two counties come to an agreement on this. Because of the contour of Lake Augusta, it may be most affected when there is a high water situation. He urged the Board to enter into this joint agreement with Stearns County for enforcement during high water situations.

The Public Hearing closed at 9:49 A.M.

Daleiden moved to adopt <u>Ordinance Amendment 16-3</u>, seconded by Husom. The motion carried 5-0.

<u>Ordinance Amendment Number 16-3</u>

The County Board of Wright County Hereby Ordains:

Art. I – Amendments to Water Surface Use

Sec. 1.

Section 131.04 of the Water Surface Use Chapter is hereby amended as follows:

131.04 SPEED RESTRICTIONS.

(A) *Bertram Chain of Lakes.* The following surface water restrictions shall apply to Bertram, Long, Mud and First Lakes also known as the Bertram Chain of Lakes and other waters which are located within the boundary of the Bertram Chain of Lakes County Park. The following restrictions apply 24 hours a day, year round.

(1) No person shall operate a gas powered motor on a watercraft.

(2) No person shall operate a sea plane or motor vehicle including off-road vehicles and snowmobiles.

(3) Electric motors are allowed with a maximum thrust of 100 pounds or two horsepower.

(4) The lower unit of a gas powered motor on a watercraft must be propped up out of the water.

(B) *Cedar Lake (86022700).* The following surface water restrictions shall apply to Cedar Lake. When lake level reaches or exceeds an elevation of 999.17 feet above sea level, motorboats shall be restricted to a slow-no wake speed within 300 feet from all shoreline unless launching or landing skiers directly to or from open water. When high water levels have subsided and have remained below an elevation of 999.17 feet above sea level for three consecutive days, said restriction shall be promptly removed.

(C) *East and West Lake Sylvia (86028900, 86027900).* The following surface water restrictions shall apply to East and West Lake Sylvia.

(1) No person shall operate a motorboat, including seaplane, in excess of slow-no wake speed within the channel between East and West Lake Sylvia.

(2) When lake level reaches or exceeds an elevation of 1,050.08 feet above sea level, motorboats shall be restricted to a slow-no wake speed within 300 feet from all shoreline unless launching or landing skiers directly to or from open water. When high water levels have subsided and have remained below an elevation of 1,050.08 feet above sea level for three consecutive days, said restriction shall be promptly removed.

(D) *Howard Lake (86019900).* The following surface water restrictions shall apply to Howard Lake.

(1) No person shall operate a motorboat, including seaplanes, in excess of slow-no wake speed within 150 feet of the shoreline, 24 hours a day, between Memorial Day weekend and Labor Day unless launching or landing skiers directly to or from open water.

(2) When lake level reaches or exceeds an elevation of 998.58 feet above sea level, motorboats shall be restricted to a slow-no wake speed within 300 feet from all shoreline unless launching or landing skiers directly to or from open water. When high water levels have subsided and have remained below an elevation of 998.58 feet above sea level for three consecutive days, said restriction shall be promptly removed.

(E) *Lake Ann (86019000).* The following surface water restrictions shall apply to Lake Ann.

(1) No person shall operate a motorboat, including seaplanes, in excess of slow-no wake speed within 150 feet of the shoreline, 24 hours a day, between Memorial Day weekend and Labor Day unless launching or landing skiers directly to or from open water.

(2) When lake level reaches or exceeds an elevation of 987.50 feet above sea level, motorboats shall be restricted to a slow-no wake speed within 300 feet from all shoreline unless launching or landing skiers directly to or from open water. When high water levels have subsided and have remained below an elevation of 987.50 feet above sea level for three consecutive days, said restriction shall be promptly removed.

(F) *Pleasant Lake (86025100).* The following surface water restrictions shall apply to Pleasant Lake. When the water level at the Grass Lake Outlet Dam (860243TW) reaches or exceeds an elevation of 992.1 feet above sea level, motorboats shall be restricted to a slow-no wake speed within 300 feet from all shoreline on Pleasant Lake (86025100) unless launching or landing skiers directly to or from open water. When high water levels

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have subsided and have remained below an elevation of 992.1 feet above sea level at the Grass Lake Outlet Dam (860243TW) for three consecutive days, said restriction on Pleasant Lake shall be promptly removed.

(G) *Lake Charlotte (86001100).* The following surface water restrictions shall apply to Lake Charlotte. No person shall operate a motorboat, including seaplanes, in excess of slow-no-wake speed within 150 feet of the shoreline 24 hours a day, between Memorial Day weekend and Labor Day unless launching or landing skiers directly to or from open water.
(Ord. 14-01, passed 5-13-2014; Ord. passed 8-15-2015)

(H) *Lake Augusta (86028400).* The following surface water restrictions shall apply to Lake Augusta.

(1) When the water level at the Grass Lake Outlet Dam (860243TW) reaches or exceeds an elevation of Nine Hundred Ninety Two feet and One inch (992.1 feet) above sea level, motorboats shall be restricted to a slow-no wake speed within Three Hundred feet (300 feet) from all shoreline unless launching or landing skiers directly to or from open water. When high water levels have subsided and have remained below an elevation of Nine Hundred Ninety Two feet and One inch (992.1 feet) above sea level at the Grass Lake Outlet Dam (860243TW) for three (3) consecutive days, said restriction shall be promptly removed.

(2) No person shall operate a motorboat, including seaplane, in excess of slow-no wake speed within the channel between Augusta Lake and Clearwater Lake.

(I) *Lake Caroline (86028100).* The following surface water restrictions shall apply to Lake Caroline.

When the water level at the Grass Lake Outlet Dam (860243TW) reaches or exceeds an elevation of Nine Hundred Ninety Two feet and One inch (992.1 feet) above sea level, motorboats shall be restricted to a slow-no wake speed within Three Hundred feet (300 feet) from all shoreline unless launching or landing skiers directly to or from open water. When high water levels have subsided and have remained below an elevation of Nine Hundred Ninety Two feet and One inch (992.1 feet) above sea level at the Grass Lake Outlet Dam (860243TW) for three (3) consecutive days, said restriction shall be promptly removed.

(J) *Clearwater Lake (86025200).* The following surface water restrictions shall apply to Clearwater Lake.

(1) When the water level at the Grass Lake Outlet Dam (860243TW) reaches or exceeds an elevation of Nine Hundred Ninety Two feet and One inch (992.1 feet) above sea level, motorboats shall be restricted to a slow-no wake speed within Three Hundred feet (300 feet) from all shoreline unless launching or landing skiers directly to or from open water. When high water levels have subsided and have remained below an elevation of Nine Hundred Ninety Two feet and One inch (992.1 feet) above sea level at the Grass Lake Outlet Dam (860243TW) for three (3) consecutive days, said restriction shall be promptly removed.

(2) No person shall operate a motorboat, including seaplane, in excess of slow-no wake speed within the channel between Augusta Lake and Clearwater Lake.

(K) *Grass Lake (86024300).* The following surface water restrictions shall apply to Grass Lake.

When the water level at the Grass Lake Outlet Dam (860243TW) reaches or exceeds an elevation of Nine Hundred Ninety Two feet and One inch (992.1 feet) above sea level, motorboats shall be restricted to a slow-no wake speed within Three Hundred feet (300 feet) from all shoreline unless launching or landing skiers directly to or from open water. When high water levels have subsided and have remained below an elevation of Nine Hundred Ninety-One feet and Five inches (990.9 feet) above sea level for three (3) consecutive days, said restriction shall be promptly removed.

(L) *Lake Louisa (86028200).* The following surface water restrictions shall apply to Lake Louisa.

When lake level at the Fairhaven Dam reaches or exceeds an elevation of One Thousand and Six feet and Eight inches (1006.73 feet) above sea level, motorboats shall be restricted to a slow-no wake speed within Three

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Hundred feet (300 feet) from all shoreline unless launching or landing skiers directly to or from open water. When high water levels have subsided and have remained below an elevation of One Thousand and Six feet and Eight inches (1006.73 feet) above sea level for three (3) consecutive days, said restriction shall be promptly removed.

(M) *Lake Marie (73001400).* The following surface water restrictions shall apply to Lake Marie.

When lake level at the Fairhaven Dam reaches or exceeds an elevation of One Thousand and Six feet and Eight inches (1006.73 feet) above sea level, motorboats shall be restricted to a slow-no wake speed within Three Hundred feet (300 feet) from all shoreline unless launching or landing skiers directly to or from open water. When high water levels have subsided and have remained below an elevation of One Thousand and Six feet and Eight inches (1006.73 feet) above sea level for three (3) consecutive days, said restriction shall be promptly removed.

Effective date: This Ordinance amendment shall be effective immediately upon adoption and publication. (End of Ordinance Amendment 16-3)

Amendment 16-3a is an amendment to Ordinance 16-3. It is a staff proposed amendment increasing the no-wake elevation for East and West Lake Sylvia by 6 inches. Staff also recommends a seasonal 150-foot no wake be adopted for East and West Lake Sylvia. Kryzer said Lake Sylvia Association is not in favor of the increase and does not want any changes to the Ordinance. A seasonal 150' was offered as a compromise for the summer months, and when it reached a certain elevation it would move to a 300' setback. Other lakes with a 150' no wake zone include Lake Ann and Lake Charlotte. Kryzer has not been in contact with the DNR on the proposed change but the DNR did approve the Ordinance at the ordinary high water mark. The amendment is being requested because of the frequency and staff resources. It is happening every year and was triggered this year in May when there wasn't a lot of rainfall or snow pack. The Wright County Sheriff's Office has over 200 lakes that they must patrol and monitor. Significant resources are being devoted to Lake Sylvia.

Daleiden made a motion to adopt Ordinance Amendment 16-3a, seconded by Borrell. Husom said the Township and Sheriff's Office support this. She has not talked with the Lake Association and she would like to know why they are not supporting this, per the email from the Lake Association President. It was clarified that the motion is to change the trigger elevation from 1050.08 to 1050.58 above sea level. That is when the 300' no wake ordinance would be triggered. It also establishes a seasonal no-wake ordinance from Memorial Day to Labor Day. Borrell said if the Lake Association does not want this, they can request to have it amended. He said it is better to have the seasonal 150' no wake to offer protection to the Lake. Husom said she will abstain from voting. She supports this but doesn't want to vote for this if all of the people on the Lake are opposed. The motion passes 3-1-1 with Potter voting against the motion and Husom abstaining.

Ordinance Amendment Number 16-3a

Wright County Ordinance Amendment Number 16-3 is amended as follows:

§ 131.04 Speed Restrictions is amended as follows:

(C) *East and West Lake Sylvia (86028900, 86027900).* The following surface water restrictions shall apply to East and West Lake Sylvia.

(1) No person shall operate a motorboat, including seaplane, in excess of slow-no wake speed within the channel between East and West Lake Sylvia.

(2) When lake level reaches or exceeds an elevation of 1,050.58 1,050.08 feet above sea level, motorboats shall be restricted to a slow-no wake speed within 300 feet from all shoreline unless launching or landing skiers directly to or from open water. When high water levels have subsided and have remained below an elevation of 1,050.58 1,050.08 feet above sea level for three consecutive days, said restriction shall be promptly removed.

(3) No person shall operate a motorboat, including seaplanes, in excess of slow-no wake speed within 150 feet of the shoreline, 24 hours a day, between Memorial Day weekend and Labor Day unless launching or landing skiers directly to or from open water.

(End of Ordinance Amendment 16-3A)

On a motion by Daleiden, second by Potter, all voted to approve the Joint Powers Agreement with Stearns County for No Wake Enforcement on Lake Augusta, Lake Caroline, Clearwater Lake, Grass Lake, Lake Louisa and Lake Marie.

GREG KRYZER, ASSISTANT COUNTY ATTORNEY

Approve Funding for Abatement of Public Health Nuisance in Montrose

Approve Funding for Abatement of Public Health Nuisance in Maple Lake

Daleiden made a motion to approve funding for the abatement of public health nuisance in Montrose (400 Center Avenue South) and in Maple Lake (233 Birch Avenue South). The motion was seconded by Borrell and carried 5-0.

LEE KELLY, COUNTY COORDINATOR

Courts Feasibility Study

Lee Kelly, County Coordinator, provided an overview. The National Center for State Courts (NCSC) produced a document reflecting the Wright County District Courts space needs estimates from 2015-2040. The County contracted with Wold Architects to look at the options and cost to expand Court at the Government Center. A Committee Of The Whole Meeting was held on 5-24-16 and the consensus was that it did not appear financially prudent or fiscally smart to expand at this location. Kelly said if the Board is comfortable with the work Wold has completed on the Study, his recommendation would be to accept those findings and discuss action moving forward.

Daleiden said an interim key issue is resolving technology for Courts. One of the plans Wold produced was to build a new Court Facility in two years, including remodeling of the existing Courts space at a cost of $1.5 million. Much of that is dependent on approval of the Building Inspector. Judge Kate McPherson conveyed that it is not the intention of Courts to expend $1.5 million for short-term remodeling with that option, but there are some immediate needs. The time frame needs to be resolved by the County Board prior to Courts making those decisions. Another primary need identified is additional staff space in the courtroom. Daleiden asked for an estimate of Court remodel based on a 3-year time frame. Judge McPherson did not have that figure but conveyed it would not be near the $1.5 million figure. She referenced the potential of having to find another facility to utilize in the case of a homicide jury trial. There is not currently a room that will meet the needs and security for handling jurors in that large of a case.

Borrell suggested the County look to an architect to provide cost estimates, as he has heard figures which vary from $30 to $50 million for a new facility. In response to Sawatzke, Kelly said the NCSC space estimate reflects 76,903 sq. ft. required in 2015 and almost 90,000 sq. ft. in 2040. Sawatzke asked for the industry standard for court facilities costs. Kelly responded that varies from $2.50/sq. ft. to $600/sq. ft. (information pulled from the Association of MN Architects). Alan Wilczek, Facilities Services Director, stated that standard office construction runs from $50-$70/sq. ft. Cost for court facilities run differently because of finishes, HVAC, technology, codes, securities, etc. The Courts facility would have a mix of courtrooms and office space. Sawatzke suggested the last four court facilities built in the State be analyzed to figure the associated cost. Daleiden questioned the cost for the facility in Washington County. Wilczek said those numbers could be obtained through the architect that built the facility. Wilczek referenced the $1.5 million in remodel costs and the associated time frame. Discussion will occur on accessibility, especially relating to handicap accessibility and working with the building official.

Daleiden referenced the Wold Study and the associated costs for Courts to remain at the current location. He did not feel it was worth the cost. He requested information on the effects to taxpayers if the bonds for the Law Enforcement Center and the Courts facility were rolled together for a 20-year time frame. Discussion followed on the funding handout provided by Kelly based on a $50 million Courts Project, including Stand-Alone Courts Bonds and Courts with 2007A Refunding. It was the consensus that Wilczek should compile an analysis of several other court facilities that have been constructed in the State (square footage, costs, and any other items that drive the cost up or down). That information should be brought to the next County Board Meeting for review.

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Discussion moved to an RFP for architectural services for a new Courts facility. Potter said that step was taken when Wold was selected to provide remodel services. Sawatzke responded that when he voted to hire Wold, it was based on their experience relative to remodeling. He would like a separate process for new construction. Borrell suggested touring recently built facilities in the State. Sawatzke said the Board can decide whether to tour after review of the information provided by Wilczek. Kelly indicated that creating an RFP would take a couple of weeks, and the RFP process would take about 6 weeks. Interviews would follow.

It was the consensus that at the next County Board Meeting, Wilczek will provide information relating to the construction costs associated with other court facilities in the State. Kelly should provide the financial data on the effects to taxpayers if the bonds for the Law Enforcement Center and the Courts facility are rolled together for a 20-year time frame.

Judge McPherson said the Judicial District is supportive of the Board obtaining information to make a more informed decision but are concerned with the associated time frame. The position of the Courts is that they need functional, secure space for Court that provides handicap accessibility. The three small courtrooms will not meet the long-term needs. Daleiden estimated 3 years to go through the process. Judge McPherson said that Wold indicated at the COTW Meeting that the decision be made in 1-2 months in order to maximize the correct building time frame (spring). Sawatzke responded that if the spring cycle is missed, the facility could be started in early 2018. Husom supports Borrell's idea of touring but Courts will have a better idea of what is needed. Sawatzke said Courts can attend the tours. He said in the end, it is the County Board that has to fund this and assess it to the taxpayers.

Discussion led to the timeline. Daleiden said one reason why he selected a 3-year time frame is so that Wold can continue with what they are charged with and get the technology resolved in Courts. A 2.5-year time frame may also work. Wold needs that information so they can contact the building inspector. McPherson said Wold was proposing 2.5 years, which was realistic with the understanding of moving forward with the RFP process. If the RFP is approved in July, the design phase would begin in the fall, which would place this on track to meet the cycle proposed by Wold. If the timeline is pushed out, she stated they risk losing the efficacy of the numbers provided by Wold. Starting in 2019 would be problematic.

Daleiden moved to have Wold proceed with putting together costs for a 2.5 to 3 year plan for Courts to remain in the current location. The motion was seconded by Potter, and carried 5-0.

CONSENT AGENDA

ATTORNEY, Approve Signatures on Agreement with LaPlant Demo, Inc.

Kryzer stated that Consent Agenda Item E, "ATTORNEY, Approve Signatures on Agreement with LaPlant Demo, Inc." was approved earlier in the Meeting. The property owner has asked to speak. Sawatzke said action was taken but the individual will be provided the opportunity to address the Board.

Kryzer stated the agreement with LaPlant Demo, Inc. is for removal of junk and refuse items located at 3659 40th St. NE, Buffalo. It is a Court-ordered Abatement and involves civil litigation. Over 100 vehicles have been removed from the property, as previously approved by the County Board. The next stage is the removal of the remaining junk and refuse on the property. All associated costs will be assessed against the property pursuant to the Court's Permanent Injunction.

Dan Gutknecht, property owner, asked for additional time to clean up the property. He has obtained a building permit and materials to put up a fence and building. He was a MN licensed scrap yard for many years but no longer has a license. During the removal of the vehicles, he was allowed to keep 4 of the 9 buses and inventory, tools, and equipment from the shop. Potter asked about the mobile home. Gutknecht stated he will have that removed. Potter said Gutknecht was here one year ago and said he would clean up the property. He empathizes with some of the personal struggles but said this needs to be addressed. Gutknecht has asked for additional time in the past but has not gotten things done.

Kryzer said the Township has been dealing with this property for 20 years. The County proceeded with a civil suit 4 years ago. A consent agreement followed about a year later laying out the time frame to clean the property. A contempt action followed and a court order obtained to proceed with the bid, which was done last summer. The

bid was rejected. Another 60-day agreement with Gutknecht followed giving him until 6-01-16 to clean up the property.

Kryzer said there are over 7 acres of junk on the property, and the plan is to have LaPlant start tomorrow morning. Kryzer said the barn that was burned needs removal. There are one of two mobile homes remaining and many tires on the property. Gutknecht said he has been given until 8-01-16 to remove a semi-trailer from the property, and asked that he be given that amount of time to clean up the property. He said he will have things in the building or behind the fence by that date. Potter said one year ago, Gutknecht said he would clean up the property and it was not done.

Sawatzke asked if the County Board could hold off action by LaPlant tomorrow and provide Gutknecht time to clean up specific items. Kryzer responded that is what has been done for 4 years and nothing happened. He believes Gutknecht's intentions are good but nothing occurs. Borrell suggested that Gutknecht hire to have the items removed. He thought LaPlant's bid at $45/hour was good and they would have the equipment to keep the hours down.

Daleiden made a motion to allow Gutknecht 2 weeks to clean up the property. He told Gutknecht it would be cheaper to hire to have this done versus the County doing so and placing it back on the taxes. He clarified the motion includes substantial progress including removal of all tires, the burned barn, and the mobile home. All metal should be put away or hauled away. In 2 weeks, the County Board will readdress the situation. Daleiden will visit the property and take pictures. Husom suggested 6 weeks to clean the property or the County is done. The motion was amended to indicate 2 weeks substantial progress and 6 weeks completely done. The motion was seconded by Borrell. Sawatzke said that the County will proceed with LaPlant if there is not substantial progress as outlined. Sawatzke asked whether this action jeopardizes the County's ability to move forward. Kryzer stated it does not, and Gutknecht is permanently enjoined from having any more violations of the Wright County Zoning Ordinance on his property. The motion carried 4-1 with Potter casting the nay vote. Kryzer said this item will be placed on the 6-28-16 County Board Agenda.

Kryzer estimated the Berda's towing cost for removal of the vehicles at about $20,000-$30,000. Kryzer is in the process of obtaining title to 45 vehicles which will be placed up for auction. He thought 50-75% of the vehicles would be scrapped. Those brought to French Lake Auto have been credited to the Berda's Towing bill.

ITEMS FOR CONSIDERATION

RESCHEDULE 7-05-16 COMMITTEE OF THE WHOLE MEETING RE: STRATEGIC PLANNING
Kelly said this meeting is in conflict with the Quarterly Leadership Meeting on 7-05-16. On a motion by Potter, second by Husom, all voted to cancel the COTW meeting on 7-05-16 and reschedule it to 7-12-16 at 10:30 A.M.

6-08-16 BUILDING COMMITTEE MINUTES
On a motion by Daleiden, second by Borrell, all voted to approve the 6-08-16 Building Committee Minutes and recommendations. The Minutes follow:

I. <u>Annex Restroom</u>
Wilczek provided updates on the project status since the last building committee meeting in which it was recommended to obtain a price from another architect for the construction document preparation to compare with the HCM proposal they provided. The Nelson proposal was reviewed and a difference noted in that they proposed the mechanicals be design-build rather than spec'd by the architect.

Recommendation: Daleiden and Sawatzke recommended moving forward with Nelson to create construction documents. After documents are complete, the recommended intent would be to obtain hard bids from contractors for discussion on either moving forward or placing a hold on the project, depending on the bids.

II. <u>IT Expansion</u>
Wilczek provided an update on the IT project in that Ernst had begun demo of the old space and Loberg Electric was beginning to work on wiring of the lighting. The roll-up service window into the hallway was discussed to possibly remove if the IT department no longer needed it.

6-08-16 Building Committee Minutes (cont.):

Recommendation: Daleiden and Sawatzke recommended moving forward with removal of the roll-up window and one hallway door that will be unnecessary with the new configuration of the space.

III. Elevator Repairs

Wilczek provided a proposal from ThyssenKrupp Elevators to compare with the MEI proposal for the upgrade of the courts elevator. The low urgency for the work was discussed and additional required work in the machine room was pointed out in the event the upgrade took place.

Recommendation:
Daleiden and Sawatzke recommended to not do the project at this time and revisit the project at a later date.

IV. Public Works Deferred Maintenance & Remodel

Wilczek provided info on a proposal from Nelson to analyze the public works space and create construction documents for the planned modifications. Discussion took place about the extension office moving to the site and future space needs of the three departments. Also discussed was if the site was a good fit for Extension and what level of collaboration they might have with Parks. Wilczek also presented a proposal from Roof Spec to analyze the current roof condition, design a new system, and oversee the replacement project. Also discussed were the windows and frost/condensation that is occurring on the interior frames.

Recommendation:
It was recommended by Sawatzke and Daleiden to discuss a full building envelope review with a contractor instead of only the roof condition to help determine the cause of the window condensation issues. Wilczek will discuss with companies to determine a scope of that service. It was recommended at a minimum to move forward with assessment of the roof condition for development of new system design. Also recommended was to move forward with the interior design of the space and construction drawings with Nelson.

(End of 6-08-16 Building Committee Minutes)

WILD PARSNIP

Borrell requested that Erik Heuring, County Weed Inspector, and Kerry Saxton, SWCD, attend the next County Board Meeting to discuss eradication and management of wild parsnip. The Highway Department is working on spraying for wild parsnip.

ADVISORY COMMITTEE / ADVISORY BOARD UPDATES

1. Public Works Labor Management. Husom attended a meeting last week. The Highway Department will not attend the County Fair this year because of staffing levels, eight active construction projects, and the move to the new Highway facility.
2. Region 3 Leadership & Planning Board. Husom said the Region 3 Leadership & Planning Board recently met with the Workforce Center. With the 2014 Innovation and Opportunity Act that was passed at the federal level, regional planning areas were required to qualify for federal funding. Husom said the 11 County Workforce Region has partnered with Stearns and Benton Counties to be involved in strategic planning. The goal is to improve efficiencies, to get employers involved, and for training, education, and support services.
3. Transportation Alliance. Potter was in Washington D.C. last week with the Transportation Alliance where the FAST Act and its effects were discussed. Wright County has three freight corridors (I-94, TH-55, and TH-12). He said TH 25 will be included in the freight corridor. Potter was able to meet with Congressman Bill Shuster, Chair of House Transportation Policy Committee, on the FAST Act, the freight corridor, and what Wright County can do to be more recognized. Today there is a bonding hearing in St. Paul that will relate to the bonding elements within the transportation package.
4. AMC Meeting. Sawatzke said a few of the Commissioners attended the AMC Meeting yesterday. Borrell said he urged AMC to fund the legal expenses associated with the County's lawsuit with Rebecca Otto, but AMC was reluctant to do so. Other AMC member counties he spoke with were in support of this request.
5. Solar Work Group. Sawatzke and Borrell attended a meeting last Friday. Sawatzke said the meetings have provided an opportunity to learn much more about solar. Discussion included connection of the solar field to the substation and the requirement of 16 power poles for each 5 megawatt area unless a switch box is used. Xcel Energy plans to remove the smaller row of power poles. Xcel indicated the new poles are at the edge of the right-of-way; the other poles are on private property and hold an easement by use. Sawatzke said they asked whether the new poles could be in the location of the smaller poles. Xcel informed them that it would

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involve cutting down trees. To locate the power underground would come at an astronomical price. Sawatzke said Xcel will look into the impacts of moving the poles.

The meeting adjourned at 11:44 A.M.

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WRIGHT COUNTY CLAIM FORM

FOR DEPARTMENT USE			** FOR AUDITORS OFFICE USE**
Account Code	Amount	Account Code	

REQUEST FOR REIMBERSEMENT, GOOD(S) DELIVERED OR SERVICES PROVIDED

Date 6/21/16 Vendor # 2468

Issue Check To:

Madden, Galanter & Hansen, LLP
7760 France Avenue South, Suite 290
Bloomington, MN 55435

Total Amount: 1,156.91

Account Code	Amount	Description	Invoice	P.O. #
01.100.6261	869.21	May Labor Relation Services	May-16	
A276	287.70	May 2016 Labor Relations Services - HHS	May-16	

Special notes regarding expenses incurred, services provided or good(s) delivered (attach invoices/receipts)

MADDEN • GALANTER • HANSEN, LLP
ATTORNEYS AT LAW

Frank J. Madden
Susan K. Hansen
Sandi Blaeser
Pamela R. Galanter (Retired)

7760 France Avenue South, Suite 290
Bloomington, Minnesota 55435-5834
Telephone 763.545.2525
Facsimile 952.999.4789

June 01, 2016

Mr. Lee Kelly
County Coordinator
Wright County Government Center
10 Northwest Second Street
Buffalo, MN 55313

Re: Services Rendered Through 5/31/2016
(Labor Relations Services)

Dear Lee:

Enclosed is our statement for services rendered from 5/1/2016 through 5/31/2016, which is summarized as follows:

Billing Summary

Total for services rendered	$986.40
Total expenses	$170.51
Balance Due	**$1,156.91**

If you have any questions regarding the above, please feel free to contact me.

Sincerely,

Frank J. Madden

FJM:ch
Enclosure

Madden Galanter Hansen, LLP

Telephone: (763) 545-2525
Facsimile: (763) 545-2866

June 01, 2016

Mr. Lee Kelly
County Coordinator
Wright County Government Center
10 Northwest Second Street
Buffalo, MN 55313

Re: Services Rendered Through 5/31/2016
(Labor Relations Services)

		Hrs/Rate	Amount
05/02/16	Meeting with Sheriff's Office regarding personnel matter (Sheriff's Office).	0.50 $137.00/hr	$68.50
05/04/16	Phone discussion with County, review and analysis of personnel matter and legal research (Sheriff's Office).	1.90 $137.00/hr	$260.30
	Review of email from County and preparation of response (Facilities Management).	0.60 $137.00/hr	$82.20
	Review of email and Memorandum of Understanding and preparation of email (Administration).	0.30 $137.00/hr	$41.10
05/11/16	Phone discussion with County (Administration).	0.20 $137.00/hr	$27.40
05/15/16	Review and analysis of personnel matter (Human Services).	0.70 $137.00/hr	$95.90
05/16/16	Phone discussion with County and review of notes (Human Services).	0.40 $137.00/hr	$54.80
05/17/16	Phone discussion with County and review of notes (Facilities Management).	0.40 $137.00/hr	$54.80

		Hrs/Rate	Amount
05/23/16	Phone discussion with County, preparation of email, review of notes and research (Sheriff's Office).	0.80 $137.00/hr	$109.60
	Phone discussion with County, revise notice and review of notes (Human Services).	0.70 $137.00/hr	$95.90
05/31/16	Phone discussion with County and review notes (Human Services).	0.30 $137.00/hr	$41.10
	Review and analysis of data request and analysis of matter (Sheriff's Office).	0.40 $137.00/hr	$54.80
	Total	**7.20**	**$986.40**
		Qty/Price	
05/31/16	Westlaw legal research fees (Sheriff's Office)	1 $141.11	$141.11
	Photocopies	196 $0.15	$29.40
	Total additional charges		**$170.51**
	Total amount of this bill		**$1,156.91**

WRIGHT COUNTY
REQUEST FOR BOARD ACTION

REQ. AGENDA TIME: _____ ***BOARD MEETING DATE:*** ***6/21/16*** ***CONSENT AGENDA:*** ***X***

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

ADMINISTRATION .
ORIGINATING DEPARTMENT/SERVICE

x Alan Wilczek
REQUESTOR'S SIGNATURE

_____
REVIEWED BY/DATE

BOARD ACTION REQUESTED:
Refer modifications to the Human Service Center room 127 to building committee for discussion.

BACKGROUND/JUSTIFICATION:
Discussion to include the request to install an operable partition wall to split conference room 127 into two smaller rooms when needed, and install a door with an awning on the North wall of the room.

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*:**	6-21-16	***Consent Agenda*:**	X
Amt. of Time Required:		***Item For Consideration*:**			

Auditor-Treasurer's Office	**Board Action Requested:**
Originating Department/Service	Approve Renewal of Annual On Sale (including Sunday) and Off Sale Liquor License for Two Friends of Annandale, Inc. DBA Hitching Post at Lake Center.
Requestor's Signature	
Reviewed By/Date	

Background/Justification:

Annual License Period is July 1, 2016 – June 30, 2017.

Application has been approved by the offices of the Wright County Sheriff and Wright County Attorney, as well as the Town Board of Corinna Township.

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*:**	6-21-16	***Consent Agenda*:**	X
Amt. of Time Required:		***Item For Consideration*:**			

Auditor-Treasurer's Office	**Board Action Requested:**
Originating Department/Service	Approve Renewal of Annual On Sale (including Sunday) Liquor License for Normano's LLC DBA Norm's Wayside.
Requestor's Signature	
Reviewed By/Date	

Background/Justification:

Annual License Period is July 1, 2016 – June 30, 2017.

Application has been approved by the offices of the Wright County Sheriff and Wright County Attorney.

**This is contingent on the approval of the Town Board of Rockford Township. The Town Board meets on the 1st & 3rd Tuesdays of each month, which is June 7th and 21st. The application was received in the Auditor/Treasurer's office on Monday, June 6, and therefore it was not possible to obtain approval at the June 7th meeting.

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*:**	6-21-16	***Consent Agenda*:**	X
Amt. of Time Required:		***Item For Consideration*:**			

Auditor-Treasurer's Office	**Board Action Requested:**
Originating Department/Service	Approve Wright County Board of Appeal and Equalization Minutes from Meeting on June 13, 2016.
Requestor's Signature	
Reviewed By/Date	

Background/Justification:

Previous Action On Request/Other Parties Advised:

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

MINUTES
Wright County Board of Appeal and Equalization
June 13, 2016

The Wright County Board of Appeal & Equalization was called to order by Auditor/Treasurer Bob Hiivala on Monday, June 13, 2016 at 4:00 p.m. with the following County Commissioners in attendance: Commissioners Christine Husom, Pat Sawatzke, Mark Daleiden, Michael Potter, and Charlie Borrell. Other County staff in attendance were County Assessor Tony Rasmuson, Assistant County Assessor Keith Triplett and Senior Appraiser Tammy Anderson. Local Assessors Ken Yager (City of Delano) and Randy Des Marais were also in attendance.

County Assessor Tony Rasmuson addressed the Board. His comments are as follows:

"Chairman Sawatzke and commissioners.

I would like to publicly recognize our assessment staff and local assessors for the exceptional work that they do.

I cannot tell you enough how much I enjoy working with this group of people. It blows me away that 25 people are able to process over 61,000 taxable real estate parcels."

Hiivala interjected and mentioned that the Oath needed to be administered. Deputy Auditor Jackie Schmidt administered the Oath, and the organizational documents were signed by all members present.

There was discussion regarding which commissioners were certified. Commissioners Husom and Potter are certified, but their certification ends in July 2016. There must be one commissioner certified, so Commissioners Husom and Daleiden will join Hiivala for online certification.

Rasmuson continued, "I want to take a moment to recognize Nancy Dahlman, Joey Berg and Randy DesMarais – with a combined assessment experience of over 100 years – for the work that they have done for local governments. We wish them the best in their retirements. We had a get together, along with Greg Kramber, and it was really bittersweet knowing how much experience that we no longer have. But I also want to let you know that I feel we have a very promising future.

I also want to thank Dale Engel for technical assistance that he provided to the office to get our assessment finished and helping us while being short-staffed.

Also wanted to let you know that -

Keith, Tammy and myself met with our Department of Revenue compliance officer and I am pleased to report that we again received no State orders, *which is 14 years straight*.

- The county board of equalization is the second step of the appeals process. Those that have gone before their local boards of appeal qualify to appeal at this level.

- The purpose of this County Board of Appeal and Equalization is to review the 2016 assessment for taxes due and payable in 2017. The board does not have the authority to open any prior year's assessment for taxes due and payable in 2016.

- The County board does not have the authority to grant an exemption or to order property to be removed from the tax roles.

- A quorum must be present and at least one of the members must be "Training Certified" under Minnesota statutes, section 274.014.

- I would also like to thank Commissioners Potter and Husom for completing the training with the department of Revenue.

- Minnesota State law requires the assessor to value property at 100% of market value; however, the Statutes allow the Assessor to be within a range of 90 to 105 percent of market value.

- The sales ratio study period is from October 1, 2014 thru September 30, 2015. The sales data gathered from this study period is used to appraise property as of the January 2, 2016 assessment date.

- According to our State reviewed numbers, there were 1,747 qualified residential and seasonal recreational properties used in the county wide sales ratio study compared to 1,319 last year – which was up about 32.45 percent from last year. The time adjusted median sales ratio of was 89.23% indicating the market prices being paid were greater than the assessed value. There was a county-wide 4.72% increase on this type of property. This is resembling a much more normal market. *This activity is on par with 2007.*

- This year there was a separation of commercial and industrial ratios. There were 18 commercial sales and one industrial sale used in the county-wide sales ratio study. Compared to a total of 21 commercial and five industrial sales last year. Our commercial ratio was at 94.4%. Countywide commercial properties increased 4/10ths of one percent and industrial properties increased 1.75% on average. *The analysis was done in 35 districts.*

- The formula for calculating Green Acre and Rural Preserve taxable value is statutorily determined by the Department of Revenue as required by legislative changes that took place in 2008. Green Acre values were up a little over 5/10's of one percent for the 2016 assessment. Rural Preserve values decreased by 1.78%.

- There was a total of $185,740,800 in taxable new construction completed for the 2016 assessment. This was up from $170,297,000 last year or a little over 9.07 percent.

- Total county wide estimated market values increased from approximately $12.35 billion to $12.975 billion (an increase of 5.06%).

DRAFT

- The current assessment meets or exceeds standards for uniform assessment in all jurisdictions established by the International Association of Assessment Officers.

- The Wright county assessor's office experienced 64 appeals at the local levels – this was down 14% from last year – I would like to reiterate the work by our staff to have us come before you with only six appeals at the county level.

Thank you."

**Additions to Rasmuson's comments that were made by Schmidt, who was taking minutes, are in italics.*

1st Petitioner: David Hanson (Owner: Corner Properties, LLC), PID # 155-131-001010 – City of Monticello. There were issues with vacancy, plus it was previously bank-owned. It was on sale for about five years, originally for $1,995,000, eventually reduced to $1,530,000. Rasmuson recommended to the City of Monticello that they lower the value to $1,200,000, which they did not do. The owner bought it in March for $1,200,000 and had it appraised, which was for the same amount.

Motion was made by Borrell to reduce the value of PID #155-131-001010 to $1,200,000; Second by Husom. Motion carried unanimously.

2nd Petitioners: Craig & Jennifer Butturff, PID # 209-000-291302, PID 209-000-291300, PID 209-000-294200 & PID # 209-000-294101 – French Lake Township. *Commissioner Potter excused himself from the conversation because the petitioner is has nephew. Triplett re-assessed and re-measured, after which he recommended no change. The petitioner said it had been on the market for 4-5 years. Additionally, the property borders a gravel pit and a closed garbage dump. There was discussion regarding both of these topics.

Motion was made by Daleiden to "split the difference" and change value to $698,500; Second by Borrell. Motion carried 4-0, with Potter abstaining.

3rd Petitioners: Gloria Janikula (Owner: Woodland Township) PID # 220-000-221103 – Woodland Township. Gene Janikula was the appellant. Janikula said it's never been on the tax roll. This is a split class property – 1 part is exempt and 1 part AG. Rasmuson stated that every six years exempt property is reviewed. The Township is renting the AG part out, and that's why taxes are assessed for it. Janikula would like a letter stating that exempt owners pay taxes on property that gets rented. Additionally, the acreage might not be correct. That will be verified.

Motion was made by Daleiden to the change made at the local board affirming acreage; Second by Potter. Motion carried unanimously.

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4th Petitioners: Steve & Peggy Labatt, PID # 114-252-003170 – City of St. Michael. Triplett appealed on their behalf. He stated the home had been graded 8.5 (grades are between 6-10). That grade generally means there are tile floors, granite countertops, etc. Triplett and Chase Philippi (a Wright County Assessor) reviewed and re-measured the home and this house does not have granite counters or tile floors. The recommendation is to reduce the value from $436,400 to $412,500.

Motion was made by Husom to go with the recommendation to reduce the value from $436,400 to $412,500; Second by Potter. Motion carried unanimously.

5th Petitioner: Christopher Leines Trust, PID # 108-500-032200 & 108-500-032100 – City of Hanover. Triplett appealed on behalf of the Trust. "Recommended changes are due to taking the waste out that was previously not accounted for and for the zoning that was misinterpreted by the county. We were under the impression that it could be developed into 2.5 ac lots without city water and sewer to the property, but that is not the case. Current zoning requires sewer and water for 2.5 ac lots." The recommendation is to reduce the value of PID # 108-500-032200 from $891,000 to $737,900, which is a reduction of $153,100 and to reduce the value of PID # 108-500-032100 from $543,600 to $435,400, which is a reduction of $108,200.

Motion was made by Daleiden to accept recommendations; Second by Potter. Motion carried unanimously.

6th Petitioners: Mark & Nancy McDonald, PID # 205-015-001090 – Cokato Township. Triplett appealed on their behalf. Triplett and Phillipi re-measured and reviewed the home. There are 91 steps down to the lakeshore. The recommendation is to reduce the value of PID # 205-015-001090 from $409,200 to $375,600, which is a reduction of $33,600

Motion was made by Potter to accept recommendation; Second by Borrell. Motion carried unanimously.

7th Petitioners: Robert Carrillo, PID # 114-137-003010 – City of St. Michael. Triplett appealed on his behalf. Triplett re-measured and reviewed the home and discovered there were areas of the home that needed finishing. Additionally, the home had been assessed with more square feet than he had. The recommendation is to reduce the value of PID # 114-137-003010 from $474,500 to $387,000, which is a reduction of $87,500

Motion was made by Borrell to accept recommendation; Second by Potter. Motion carried unanimously.

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8th Petitioners: Jody & Christian Locher, PID # 107-054-001260 – City of Delano. Yager appealed on their behalf. The Delano City Council voted no change at their local Board of Review. Yager, along with Triplett, reviewed the property. The finished basement was listed at 936 square feet, when it is actually 330 square feet. Additionally, previous information had the garage sheet rocked and insulate, when it is not. The recommendation is to reduce the value of PID # 107-054-001260 from $191,900 to $174,400, which is a reduction of $17,500

Motion was made by Daleiden to accept recommendation; Second by Husom. Motion carried unanimously.

9th Petitioners: Doug Triplett (no relation – or distant relation to Keith Triplett), PID # 206-000-312102 – Corinna Township. Triplett appealed on his behalf. The City of Annandale is putting a bike trail across his property and will not let him plant in that area. In addition, there are several acres that are not able to be planted because they are wet. Several acres were reduced from a tillable value to a waste value. The recommendation is to reduce the estimated market value of PID from $480,100 to $459,700, which is a reduction of $20,400 and to reduce the taxable market value from $356,500 to $343,100, which is a reduction of $13,400.

Motion was made by Daleiden to accept recommendation; Second by Potter. Motion carried unanimously.

10th Petitioners: Menards, PID # 103-216-002010 – City of Buffalo. Rasmuson appealed on their behalf. There have been settlements in other counties, so the basis of this recommendation is court cases with other counties. The recommendation is to reduce the value of PID # 103-216-002010 from $8.5 million to $7.5 million.

Motion was made by Potter to accept recommendation; Second by Daleiden. Motion carried unanimously.

That was the conclusion of scheduled appointments.

Motion was made at 5:34 p.m. by Husom to adjourn the Board of Appeal and Equalization; Second by Potter. Motion carried unanimously.

DRAFT

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Buffalo, MN 55313-1183
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June 13th, 2016

Craig & Jennifer Butturff
1491 Quimby Ave. NW
Cokato, MN 55321

RE: PID# 209-000-291302, 209-000-291300, 209-000-294200, 209-000-294101

Dear Commissioners,

2016 assessment market value for all four parcels $737,000
2016 assessment taxable value for all four parcels $686,700

This was an estate sale and the current owner purchased all four parcels on April 22nd 2015 For $660,000.

We are recommending no change

Keith Triplett
Chief Deputy Assessor
Wright County Assessor's Office
Ph: 763-682-8957

Residential Sales Comparison Approach Grid

	SUBJECT	COMPARABLE 1		COMPARABLE 2		COMPARABLE 3	
ADDRESS	1491 Quimby Ave. NW	7313 Redwood Ave. NW		2445 County Road 3 NW		4569 County Road 4 SW	
CITY/TWP	Cokato	Southside TWP		French Lake TWP		Cokato TWP	
SCHOOL DISTRICT	Dassel/Cokato	Annandale		Dassel/Cokato		Dassel/Cokato	
PROXIMITY TO SUBJECT (Miles)	NA	5.80		1.75		6.80	
PID	209-000-291302	217-000-304100		209-000-223201		205-013-001010	
	Also 209-000-291300					Also 205-000-263104	
SALE DATE	NA	9/11/2015		4/27/2015		8/4/2015	
GROSS SALE PRICE	NA	$465,000		$400,000		$314,000	
PRICE PER SQFT - GLA	NA	$298		$168		$153	
PROPERTY RIGHTS CONVEYED	Fee Simple	Fee Simple	$0	Fee Simple	$0	Fee Simple	$0
FINANCING TYPE	NA	Conventional - WD	$0	Conventional - WD	$0	Conventional - WD	$0
SELLER CONCESSIONS	NA	None	$0	Closing Costs	-$9,000	None	$0
PERSONAL PROPERTY	NA	None	$0	None	$0	Hot tub	-$5,000
CONDITIONS OF SALE	NA	Arm's-length	$0	Arm's-length	$0	Arm's-length	$0
EXPENDITURES AFTER SALE	NA	None	$0	None	$0	None	$0
MARKET CONDITIONS (TIME) (# month's)	NA	4	$8,541	9	$16,530	5	$7,209
ADJUSTED NET SALE PRICE	NA	$473,541		$407,530		$316,209	
ADJ PRICE PER SQ/FT - $/GLA	NA	$304		$171		$154	
SITE / SIZE (AC)	50.57	41		5.25		6.52	
High Ground	27.05	40	-$45,325	4.75	$78,050	5.52	$75,355
Low Ground/Waste	23.52	1	$9,008	0.5	$9,208	1	$9,008
TOPOGRAPHY/VIEW/AMENITY	Average	Average		Average		Average	
ZONING/Amenity	Agriculutral	Rural Res	-$40,000	Suburban Res		Suburban Res	
DESIGN (STYLE)	One Story	Split Entry		One and half Story		One and half Story	
QUALITY OF CONSTRUCTION (GRADE)	7.5	7	$9,800	8	-$15,100	7.5	
ACTUAL AGE / YEAR BUILT	1997	1993		2000		1986	
CONDITION / EFFECTIVE YEAR BUILT	AVG / 1997	AVG / 1996	$2,000	AVG / 2000	-$6,000	AVG / 1996	$2,000
GROSS LIVING AREA (GLA) - Above Grade	2,136	1,560	$17,280	2,380	-$7,320	2,052	$2,520
BASEMENT FINISH - Below Grade	1,300	1,500	-$3,000	1,200	$1,500	800	$7,500
TOTAL FINISHED SQUARE FEET	3,436	3,060		3,580		2,852	
BEDROOMS	4	3	$5,000	5	-$5,000	4	
TOTAL BATHS	2.50	1.75	$3,000	2.75	-$1,000	1.75	$3,000
FUNCTIONAL UTILITY	Average	Average		Average		Average	
HEATING/COOLING	Gas FA/Central	Gas FA/Central		Gas FA/Central		Gas FA/Central	
FIREPLACES	2	1	$3,500	2		1	$3,500
WHIRLPOOL/SAUNA	None	None		Sauna	-$5,000	Sauna	-$5,000
WALKOUT	Yes	None	$3,000	Yes		Yes	
EXTRA KIT/WET BAR	None	None		Yes	-$3,000	None	
PORCHES	None	None		None		Porch	-$3,000
GARAGE TYPE/# CAR	AGG / 2 Car	AGG / 2 Car		AGG / 2 Car		AGG / 3 Car	-$5,000
DECK & PATIO SF	774	280	$1,976	552	$888	465	$1,236
EXTRA BUILDINGS	72 X 40 Pole Shed	Pole 32 X 48	$2,400	Pole 64X40 W/Pole Fin 40X16	-$21,700	Pole 50X90	-$11,200
	Detached Rec Building	None	$89,600	None	$89,600	None	$89,600
GROSS ADJUSTMENT (Absolute)			$234,889		$243,366		$217,919
GROSS ADJUSTMENT %			51%		61%		69%
NET ADJUSTMENT			$58,239		$115,126		$169,519
NET ADJUSTMENT %			12%		28%		54%
ADJUSTED SALE PRICE OF COMPARABLE		$531,780		$522,656		$485,728	
ADJUSTED SALE PRICE PER SQ FT (GLA)		$341		$220		$237	
Weight	100.00%	50.00%		30.00%		20.00%	
Weighted Sale Price for Comparability		$265,890		$156,797		$97,146	
Indicated Value	$519,832						

Comparable Land Sales

Sale No	SUBJECT	1		2		3	
Township:	French Lake Township	French Lake Township		Victor Township		Cokato Township	
Address:	xxxx Quimby Ave.	xxxx 55th St. NW		6057 100th St SW		xxxx Rosewood Ave SW	
Property Identification Number:	209 000 294101 & 294200 & part of 291300	209-000-014100		219-000-251100 & 251103		205-000-063200	
Sale Date:		3/20/15		2/6/15		1/29/15	
Sale Price:		$425,000		$275,000		$165,000	
Extr Bldg Value/Misc Expenses:		$0		$0		$0	
Net Sales Price:		$425,000		$275,000		$165,000	
Gross $/AC at time of sale	$0	$4,839		$3,770		$2,284	
Time Adjustment:		0.00%		0.00%		0.00%	
Time Adjusted Sale Price:		$425,000		$275,000		$165,000	
Time Adjusted Price/Acre:		$4,839		$3,770		$2,284	
Site Size (Acres)	80.00	87.83		72.94		72.25	
Usable High Ground (Acres)	38.00	67.43		48.29		29.41	
Low Ground	42.00	20.40		24.65		42.84	
Time Adjusted Price/ Usable Acres:		$6,383		$5,695		$5,610	
Characteristics:							
Transaction Type:	Warranty Deed	Warranty Deed		Warranty Deed		Warranty Deed	
Condition of Sale:	NA	Open Market		Open Market		Open Market	
Location From Subject (Miles):	NA	5.00		15.00		2.53	
Zoning at Sale:	Agricultural	Agricultural		Agricultural		Agricultural	
Future Zoning per Land Use Plan:	Agricultural	Agriculture		Resource Land		Agriculture	
Utilities:	Private	Private		Private		Private	
Market Area:	Maple Lake / Annandale	Maple Lake/ Annandale		Howard Lake		Dassel/Cokato	
Street Surface:	Gravel	Asphalt		Gravel		Gravel	
Adjustments:							
Tillable	28.16	36.00	-$36,084	34.3	-$28,244	19	$42,136
Remaining High Ground	9.51	31.43	-$74,526	13.4	-$13,226	10.41	-$3,060
Low Ground Acres	42.33	20.40	$21,930	24.65	$17,680	42.84	-$510
Building Entitlements	2	2	$0	2	$0	1	$20,000
Zoning	AG	AG	$0	AG	$0	AG	$0
Gross Adjustment			$132,522		$59,150		$65,706
Gross Adjustment %			31%		22%		40%
Net Adjustment			-$88,662		-$23,790		$58,566
Net Adjustment %			-21%		-9%		35%
FINAL ADJUSTSED SALE PRICE			$336,338		$251,210		$223,566
FINAL Adjusted Price Per Acre			$3,829		$3,444		$3,094
Weighted Value		50%		25%		25%	
		$168,169		$62,803		$55,892	
High	$3,829.42						
Low	$3,094.34						
Average	$3,455.94						
Median	$3,444.06						
Reconciled Price per Useable Acre	$3,549.31						
Subject Usable Acres	80						
Estimated Market Value	$283,945						

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June 13th, 2016

Robert Carrillo
5520 Needham Ave. NE
ST. Michael, MN 55376

RE: PID# 114-137-003010

Dear Commissioners,

We are recommending the following change for this parcel.

PID# 114-137-003010 has a 2016 assessed estimated market value of $474,500 and we propose changing it to $387,000. This would be an $87,500 reduction for the 2016 assessment taxes payable in 2017. This change is a result of Keith Triplett from the Wright County Assessor's Office going to Robert's home and re-measuring and reviewing the condition of the home. The owner was being assessed on more square feet more than he actually had, and there were some areas of the home that needed some finishing.

Sincerely,

Keith Triplett
Chief Deputy Assessor
Wright County Assessor's Office
Ph: 763-682-8957

COMMERCIAL REALTY SOLUTIONS
www.commrealtysolutions.com

Monticello - Commercial Office Building

FOR SALE/LEASE

9766 Fallon Ave., Monticello, MN 55362

PRICE REDUCED

High End Finishes!

PROPERTY INFORMATION

* ~~$1,995,000.00~~ **REDUCED TO** $1,530,000.00
* Building is 20,000 Square Feet
* Wright County PID 155-131-001010
* 2015 Taxes $53,994.00
* Nicest Office Building in Monticello
* Lease Rate: $12.00/sf
* Operating Expenses: $6.52/psf (heat included)
* Multi-Tenant Office Building
* High End Finishes
* Near Restaurants and Major Retailers
* Quick Access to I-94 and Highway 25
* Located on Chelsea Road (the primary interconnect for the interchanges)
* Located adjacent to proposed Fallon Ave. overpass

Contact:
WAYNE ELAM
(763) 229-4982
WElam@commrealtysolutions.com

The information contained herein was obtained from sources believed to be reliable, but Commercial Realty Solutions, LLC has not verified nor has any knowledge regarding the accuracy of information and makes no representation or warranty concerning the same. Therefore, Commercial Realty Solutions, LLC disclaims all liabilities in connection with any inaccuracies or incompleteness.

Monticello - Commercial Office Building

FOR SALE/LEASE

9766 Fallon Ave., Monticello, MN 55362

PROPERTY INFORMATION

* Quick and easy access to I-94 and Highway 25
* Major retailers in the area include Super Target, Home Depot, Office Max, Cub Foods and Wal-Mart SuperCenter
* City fiber optics network providing high-speed internet, telephone and cable.
* Adjacent to proposed Fallon Avenue Overpass

TRAFFIC COUNTS

* I-94 - 44,500 VPD
* Highway 25 - 27,500 VPD
* Chelsea Road - 3,800 VPD

Contact:
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(763) 229-4982
WElam@commrealtysolutions.com

CRS
COMMERCIAL REALTY SOLUTIONS

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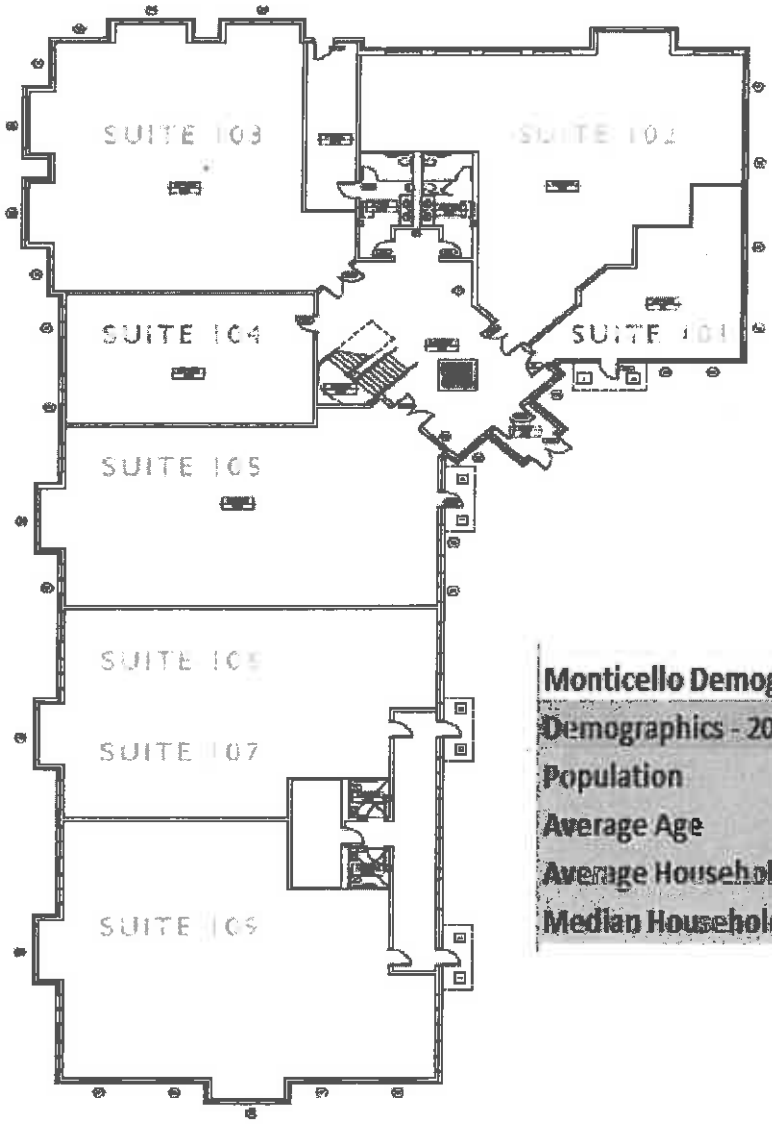
Monticello - Commercial Office Building

FOR SALE/LEASE

9766 Fallon Ave., Monticello, MN 55362

Multi-Tenant Building



SUITE	101	LEASED
	102	2577 sf
	103	LEASED
	104	1278 sf
	105	LEASED
	106	
	107	LEASED
	109	3114 sf
SUITE	201	LEASED
	202	LEASED

Monticello Demographics

Demographics - 2014	1-Mile	3-Mile	5-Mile
Population	4,663	10,079	29,753
Average Age	43	39	39
Average Household Inc.	$ 52,457	$ 53,454	$ 56,536
Median Household Inc.	$ 45,789	$ 49,654	$ 51,938

Contact:
WAYNE ELAM
(763) 229-4982
WElam@commrealtysolutions.com

COMMERCIAL REALTY SOLUTIONS

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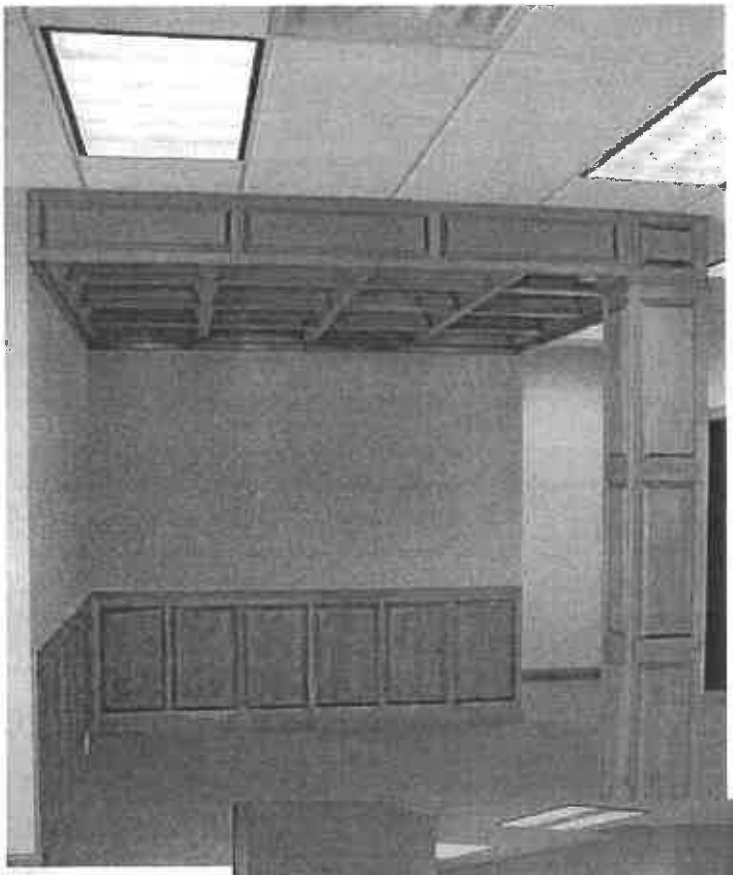
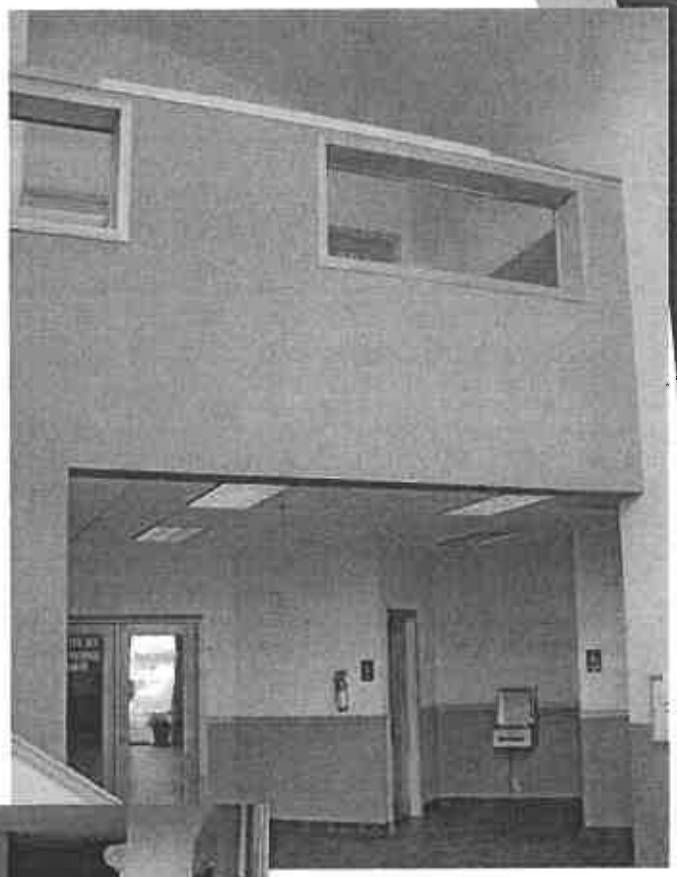
Monticello - Commercial Office Building

FOR SALE/LEASE

9766 Fallon Ave., Monticello, MN 55362

Great Interior Finishes!





BUILDING INTERIOR

Contact:

WAYNE ELAM

(763) 229-4982

WElam@commrealtysolutions.com

CRS COMMERCIAL REALTY SOLUTIONS

3 Highway 55 West, Buffalo, MN 55313 cell 763 229 4982 office 763 682 2400 fax 763 682 4524 www.commrealtysolutions.com

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Anthony P. Rasmuson
Wright County Assessor
Wright County Government Center
10 2nd Street NW, Room 100
Buffalo, MN 55313-1183
Phone: (763) 682-7367 / (763) 682-7368
1 (800) 362-3667
FAX: (763) 684-4553
www.co.wright.mn.us

June 13th, 2016

Steve & Peggy Labatt
11319 17th Place NE
ST. Michael, MN 55376

RE: PID# 114-252-003170

Dear Commissioners,

We are recommending the following change for this parcel.

PID# 114-252-003170 has a 2016 assessed estimated market value of $436,400 and we propose changing it to $412,500. This would be a $23,900 reduction for the 2016 assessment taxes payable in 2017. This change is a result of Keith Triplett and Chase Philippi from the Wright County Assessor's Office going to Steve & Peggy's home and re-measuring and reviewing the condition of the home.

Sincerely,

Keith Triplett
Chief Deputy Assessor
Wright County Assessor's Office
Ph: 763-682-8957

Residential Sales Comparison Approach Grid

	SUBJECT	COMPARABLE 1		COMPARABLE 2		COMPARABLE 3	
ADDRESS	11319 17th Pl NE	11840 46th Cir NE		14056 45th CT NE		11948 47th Pl NE	
CITY/TWP	St. Michael	St. Michael		St. Michael		St. Michael	
PID	114-252-003170	114-111-004130		114-174-001220		114-111-008040	
SALE DATE	NA	6/5/2015		7/27/2015		5/26/2016	
GROSS SALE PRICE	NA	$389,200		$395,000		$404,500	
PRICE PER SQFT - GLA	NA	$154		$162		$149	
PROPERTY RIGHTS CONVEYED	Fee Simple	Fee Simple	$0	Fee Simple	$0	Fee Simple	$0
FINANCING TYPE	NA	Conventional - WD	$0	Conventional - WD	$0	Conventional - WD	$0
SELLER CONCESSIONS	NA	Closing Costs	-$9,580	Closing Costs	-$5,000	None	$0
PERSONAL PROPERTY	NA	None	$0	None	$0	None	$0
CONDITIONS OF SALE	NA	Arm's-length	$0	Arm's-length	$0	Arm's-length	$0
EXPENDITURES AFTER SALE	NA	None	$0	None	$0	None	$0
MARKET CONDITIONS (TIME) (# month's)	NA	7	$8,845	5	$6,513	New Study - Current	$0
ADJUSTED NET SALE PRICE	NA	$388,465		$396,513		$404,500	
ADJ PRICE PER SQ/FT - $/GLA	NA	$154		$162		$149	
LOCATION	St. Michael	St. Michael		St. Michael		St. Michael	
SITE / SIZE (AC)	0.55	0.38		0.61		0.49	
TOPOGRAPHY/VIEW/LOCATION/ LAND ADJUST	Good	Average	$25,000	Average	$25,000	Average	$25,000
ZONING	Residential	Residential		Residential		Residential	
DESIGN (STYLE)	Two Story	Two Story		Two Story		Two Story	
QUALITY OF CONSTRUCTION (GRADE)	8	8.5	-$15,000	8.5	-$15,000	8.5	-$15,000
ACTUAL AGE / YEAR BUILT	2004	2005		2000		2005	
CONDITION / EFFECTIVE YEAR BUILT	AVG / 2006	AVG / 2005	$3,000	AVG / 2010	-$12,000	AVG / 2005	$3,000
GROSS LIVING AREA (GLA) - Above Grade	2,624	2,520	4,160	2,444	$7,200	2,717	-$3,720
BASEMENT FINISH - Below Grade	950	1045	-$1,900	675	$5,500	952	-$40
TOTAL FINISHED SQUARE FEET	3,574	3,565		3,119		3,669	$0
BEDROOMS	4	5	-$5,000	4		5	-$5,000
TOTAL BATHS	3.25	3.25		3.25		3.25	
FUNCTIONAL UTILITY	Average	Average		Average		Average	
HEATING/COOLING	Gas FA/Central	Gas FA/Central		Gas FA/Central		Gas FA/Central	
FIREPLACES	2- gas	1 -gas	$3,000	1 -gas	$3,000	2 - gas	
WHIRLPOOL/SAUNA	Jetted Tub	None	$2,500	Jetted Tub		Jetted Tub	
WALKOUT	Yes	Yes		No	$3,000	Lookout	$3,000
EXTRA KIT/WET BAR	Yes	Yes		Yes		No	$3,000
PORCHES	Open Front	Open Front		None	$4,200	Open 180 sf, Screen 14x16	-$5,100
GARAGE TYPE/# CAR	AGE / 3 car	AGE / 3 car		AGE / 3 Car		AGE / 3 Car	
DECK/PATIO SF	677	306	$1,484	576	$404	196	$1,924
EXTRA BUILDINGS	shed 10x12	None	$1,000	None	$1,000	None	$1,000
GROSS ADJUSTMENT (Absolute)			$62,044		$76,304		$65,784
GROSS ADJUSTMENT %			16%		19%		16%
NET ADJUSTMENT			$18,244		$22,304		$8,064
ADJUSTED SALE PRICE OF COMPARABLE		$406,709		$418,817		$412,564	
ADJUSTED SALE PRICE PER SQ FT (GLA)		$161		$171		$152	
Weight	100.00%	35.00%		35.00%		30.00%	
Weighted Sale Price for Comparability		$142,348		$146,586		$123,769	
Indicated Value	$412,703						
Proposed Assessed EMV	$412,500	lower land to 100-105					
RATIO	99.95%	407850 412500					

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June 13th, 2016

Christopher Leines Trust
PO Box 218
Loretto, MN 55357

RE: PID# 108-500-032200 & 108-500-032100

Dear Commissioners,

We are recommending the following changes for these two parcels

PID# 108-500-032200 Current 2016 assessed value is $891,000. We are recommending it be reduced to $737,900 a reduction of $153,100 dollars

PID# 108-500-032200 Current 2016 assessed value is $543,600. We are recommending it be changed to $435,400 a reduction of $108,200 dollars.

These changes are due to taking the waste out that was previously not accounted for and for the zoning that was misinterpreted by the county. We were under the impression that it could be developed into 2.5 ac lots without city water and sewer to the property, but that is not the case. Current zoning requires sewer and water for 2.5 ac lots.

Sincerely,

Keith Triplett
Chief Deputy Assessor
Wright County Assessor's Office
Ph: 763-682-8957

* Note - the second PID listed is the same as the first (in the letter). It is correct in the heading.

LOCAL GOVERNMENT ASSESSING SERVICES

939 Gowan Avenue NW · Maple Lake, MN 55358 · (320) 963-6219 · e-mail: yager@wwdb.org

May 23, 2016

Summary of Jody & Christian H. Locher property at 1407 Fox St., Delano, MN 55328

RE: 107-054-001260

Mr. & Mrs. Locher were last minute walk-in property owners at the April 26th City of Delano Board of Review.

Before the Council voted, Mr. & Mrs. Locher were asked if the property could be reviewed and results sent to the County Board of Review. The Lochers indicated they did not want to attend another meeting.

The Delano City Council voted no change for the local Board of Review and referred the Lochers to the June 13th County Board of Review.

On May 17th, the Locker property was reviewed by Keith Triplett, Assistant County Assessor and Ken Yager, Delano City Assessor. The value sent out for the 2016 assessment was $191,900. The new recommended value is $174,400. This is a $17,500 reduction in value.

An adjustment in the amount of basement finish and an adjustment in the value of the garage accounted for the value change.

Previous information had basement finish at 936 square feet – actual is 330 square feet. Previous information had garage insulated and sheet rocked. It is not insulated or sheet rocked.

Submitted by:
Ken Yager
Delano City Assessor

Anthony P. Rasmuson
Wright County Assessor
Wright County Government Center
10 2nd Street NW, Room 100
Buffalo, MN 55313-1183
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June 13th, 2016

Mark & Nancy McDonald
3281 Newcomb Ave. SW
Cokato, MN 55321

RE: PID# 205-015-001090

Dear Commissioners,

We are recommending the following change for this parcel.

PID# 205-015-001090 has a 2016 assessed estimated market value of $409,200 and we propose changing it to $375,600. This would be an $33,600 reduction for the 2016 assessment taxes payable in 2017. This change is a result of Keith Triplett & Chase Philippi from the Wright County Assessor's Office going to Mark & Nancy's home and re-measuring and reviewing the condition of the home. The value was reduced all on the land due to the 91 steps down to the lakeshore.

Sincerely,

Keith Triplett
Chief Deputy Assessor
Wright County Assessor's Office
Ph: 763-682-8957

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Wright County Assessor
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June 13th, 2016

Doug Triplett
8334 10th St. NW
Annandale, MN 55302

RE: PID# 206-000-312102

Dear Commissioners,

We are recommending the following changes for this parcel.

PID# 206-000-312102 has a 2016 assessed estimated market value of $480,100 and we propose changing it to $459,700. We also propose changing the taxable market value from $356,500 to $343,100. Estimated market value would be reduced by $20,400 and the taxable would be reduced by $13,400.

These changed are recommended because the city of Annandale is putting a bike trail across his property which has not begun yet but the city will not let him plant this area. Plus there are several acres that are wet every year that Doug cannot plant, so we reduced several acres from a tillable value to a waste value.

Sincerely,

Keith Triplett
Chief Deputy Assessor
Wright County Assessor's Office
Ph: 763-682-8957

WRIGHT COUNTY
REQUEST FOR BOARD ACTION

***Req. Agenda Time*:**		***Board Meeting Date*:**	6-21-16	***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 $315,630.83 with 168 Vendors and 232 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:* *06-21-16* *CONSENT AGENDA* X.

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

HIGHWAY.
ORIGINATING DEPARTMENT/SERVICE

X
REQUESTOR'S SIGNATURE

REVIEWED BY/DATE

BOARD ACTION REQUESTED:

Request to Fill Vacant
Highway Maintenance Worker Position

BACKGROUND/JUSTIFICATION:

We will have a vacancy as of June 24, 2016 due to a recent resignation.

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: 06/21/16 Consent Agenda X

Amt of Time Required: _____ Item for Consideration: Refer IT Hire to Personnel Committee

Information Technology

Originating Department

Requestor's Signature

BOARD ACTION REQUESTED:

Refer to the Personnel Committee request to pre-backfill the IT Office Assistant position.

Reviewed by/date

BACKGROUND/JUSTIFICATION:

Refer to the Personnel Committee:
- Pre-Backfill of IT Office Assistant

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: June 21, 2016** **CONSENT AGENDA X**

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

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

BACKGROUND/JUSTIFICATION:

KEVIN BUTCHER – (Franklin Twp.) Planning Commission unanimously recommends approval of the rezoning of approximately 26 acres from AG General Agricultural to A/R Agricultural-Residential.

PREVIOUS ACTION ON REQUEST/OTHER PARTIES ADVISED:

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

COMMENTS:

WRIGHT COUNTY PLANNING COMMISSION
Meeting of: June 9, 2016
M I N U T E S – (Informational)

The Wright County Planning Commission met June 9, 2016. in the County Commissioners Board Room at the Wright County Government Center, Buffalo, Minnesota. Chairman, Dan Mol, called the meeting to order at 7:30 p.m. with the following Board members present: Mol, Charlie Borrell, David Pederson, Jan Thompson, Ken Felger, Dave Thompson and Dan Bravinder. Sean Riley, Planning & Zoning Administrator, represented the Planning & Zoning Office; Greg Kryzer, Assistant County Attorney, was legal counsel present.

KEVIN E. BUTCHER – New Item

LOCATION: 10006 Fenner Avenue SE – North 26 acres of the N ½ of the NE ¼, lying east of the town road, Section 25, Township 118, Range 25, Wright County, Minnesota. (Franklin Twp.) Tax #208-200-251102 & -251100 Property owner: Morrow

Petitions to rezone from AG General Agricultural to A/R Agricultural-Residential and a Conditional Use Permit for an unplatted two-lot residential subdivision (north lot to include existing house) as regulated in Section 603 of the Wright County Zoning Ordinance and Subdivision Regulations.

Present: Kevin Butcher

A Riley reviewed the location of the property, existing zoning map that shows the parcels are zoned AG. Land Use Plan designation is for A/R. A survey presented shows an existing property line goes through the house. The two tax parcels are not separate building lots and have always been owned together. Options were to apply for a variance to see if approval could be given for the odd lot lines, however, since the property is in the Land Use Plan and they were able to meet the requirements, the rezoning made sense. The request is to rezone and if approved, a two-lot subdivision would follow.

B. Kryzer informed the applicant that there could be no further encroachment on the property line and they might want to keep that in mind for the subdivision. Riley agreed, noting the new house should have no problem meeting setbacks. But the existing house could not extend closer toward the proposed line, unless it is adjusted. The setback is 30' from that line. It was suggested to move that line to give plenty of room for any future expansion.

C. Mol noted the action tonight is on the rezoning. Opened the hearing for public comment. Hearing no comments, brought the matter back for action.

D. J. Thompson moved to approve the rezoning to the County Board of Commissioners from AG General Agricultural to A/R Agricultural-Residential because it meets the criteria laid out in the Land Use Plan and the Town Board approves. Borrell seconded the motion.

VOTE: CARRIED UNANIMOUSLY

Wright County
Request for Board Action

Req. Agenda Time: _____ Board Meeting Date: 6/21/16 Consent Agenda yes

Amt of Time Required: _____ Item for Consideration: 2016-2017 DOC work release contract

Sheriffs Office / Jail division

Originating Department

Requestor's Signature

BOARD ACTION REQUESTED:

Requesting approval and signatures on the contract to house MN DOC Work release inmates.

Reviewed by/date

BACKGROUND/JUSTIFICATION:

This is a renewal of our current contract with the MN Dept. of Corrections. The only changes are the effective dates of the contract. This is a 1 year contract starting 7/1/16 through 6/30/17. Per diem rate is $55 per day as set by statue.

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:**

Central Office
1450 Energy Park Drive Suite 200 • St. Paul MN, 55108
PH651.361.7200 • Fax 651-642-0223 • TTY800.627.3529
www.doc.state.mn.us

June 7, 2016

Pat O'Malley, Jail Administrator

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

Dear Mr. O'Malley,

Enclosed is the Joint Powers Agreement between your facility and the Department of Corrections for Work Release services for the fiscal year 2017.

Please have the appropriate two individuals sign all of the copies of the enclosed agreement (and if available, documentation from the county board approving the agreement) and return to the Work Release Unit.

Please note that the total amount listed in the Joint Powers Agreement is an inflated estimate.

Also, please include a copy of your PREA audit if you have had one completed. If not, please let me know when you have one scheduled to occur.

If you have any questions, please contact me at (651) 361-7127.

Thank you for your attention to this matter.

Sincerely,

Terry Byrne
Work Release Director

Enclosure

Contract No. _____

STATE OF MINNESOTA
JOINT POWERS AGREEMENT

This agreement is between the State of Minnesota, acting through its commissioner of corrections, Department of Corrections, Work Release Unit, 1450 Energy Park Drive, Suite 200, St. Paul, MN 55108 ("State") and Wright County – Wright County Sheriff's Office, 3800 Braddock Avenue NE, Buffalo, Minnesota 55313 ("Governmental Unit").

Recitals

Under Minnesota Statute § 471.59, subdivision 10, the State is empowered to engage such assistance as deemed necessary. The State is in need of work release services.

Agreement

1 Term of Agreement

1.1 ***Effective date*: *July 1, 2016***, or the date the State obtains all required signatures under Minnesota Statutes Section 16C.05, subdivision 2, whichever is later.

1.2 ***Expiration date*: *June 30, 2017***, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

2 Agreement between the Parties

2.1 The State will refer State offenders who:

a) meet the criteria and screening for work release as established in Minn. Stat. § 241.26 and State policy 205.120 located at www.doc.state.mn.us, which is incorporated by reference;

b) have security requirements that are met by the Governmental Unit's work release program, and;

c) have a release plan that incorporates the geographical area of the Governmental Unit.

2.2 The Governmental Unit and State must mutually agree on the State offender placement in the Governmental Unit's work release program.

2.3 The Government Unit will provide work release services under the rules and regulations of the Minnesota Department of Corrections Work Release Program Manual, as provided by the State authorized representative.

3 Payment

The State will pay Fifty-Five and 00/100 dollars ($55.00) per day per State offender participating in the Governmental Unit's work release program inclusive of date of arrival and not inclusive of date of departure. Payment will be consistent with the fiscal section in the Work Release Program Guidelines Manual. This agreement does not include any additional reimbursement for travel and subsistence expenses incurred by the Governmental Unit in the performance of this agreement.

The total obligation of the State under this agreement will not exceed Eighty Thousand dollars and 00/100 ($80,000.00).

4 Authorized Representatives

The State's Authorized Representative is Terry Byrne, 1450 Energy Park Drive, Suite 200, St. Paul, MN 55108, Phone 651-361-7127, or his successor.

The Governmental Unit's Authorized Representative is Jail Administrator Patrick O'Malley, 3800 Braddock Avenue NE, Buffalo, Minnesota 55313 (763-684-4587) or his successor.

5 Assignment, Amendments, Waiver, and Contract Complete

5.1 ***Assignment.*** The Governmental Unit may neither assign nor transfer any rights or obligations under this agreement without the prior consent of the State and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this agreement, or their successors in office.

5.2 ***Amendments.*** Any amendment to this agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original agreement, or their successors in office.

5.3 ***Waiver.*** If the State fails to enforce any provision of this agreement, that failure does not waive the provision or its right to enforce it.

5.4 ***Contract Complete.*** This agreement contains all negotiations and agreements between the State and the Governmental Unit. No other understanding regarding this agreement, whether written or oral, may be used to bind either party.

6 Indemnification

In the performance of this contract by the Governmental Unit, or Governmental Unit's agents or employees, the Governmental Unit must indemnify, save, and hold harmless the State, its agents, and employees, from any claims or causes of action, including attorney's fees incurred by the state, to the extent caused by Governmental Unit's:

1) Intentional, willful, or negligent acts or omissions; or
2) Actions that give rise to strict liability; or
3) Breach of contract or warranty.

The indemnification obligations of this section do not apply in the event the claim or cause of action is the result of the State's sole negligence. This clause will not be construed to bar any legal remedies the Governmental Unit may have for the State's failure to fulfill its obligation under this contract.

7 State Audits

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

8 Government Data Practices

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

If the Governmental Unit receives a request to release the data referred to in this Clause, the Governmental Unit must immediately notify the State. The State will give the Governmental Unit instructions concerning the release of the data to the requesting party before the data is released.

9 Venue

Venue for all legal proceedings out of this agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

10 Termination

10.1 ***Termination.*** The State or the Governmental Unit may terminate this agreement at any time, with or without cause, upon 30 days' written notice to the other party.

10.2 ***Termination for Insufficient Funding.*** The State may immediately terminate this agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Governmental Unit. The State is not obligated to pay for any services that

are provided after notice and effective date of termination. However, the Governmental Unit will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Governmental Unit notice of the lack of funding within a reasonable time of the State's receiving that notice.

11 E-Verify Certification (In accordance with Minn. Stat. §16C.075)

For services valued in excess of $50,000, Contractor certifies that as of the date of services performed on behalf of the State, Contractor and all its subcontractors will have implemented or be in the process of implementing the federal E-Verify program for all newly hired employees in the United States who will perform work on behalf of the State. Contractor is responsible for collecting all subcontractor certifications and may do so utilizing the E-Verify Subcontractor Certification Form available at http://www.mmd.admin.state.mn.us/doc/EverifySubCertForm.doc. All subcontractor certifications must be kept on file with Contractor and made available to the State upon request.

12 Prison Rape Elimination Act Compliance

Contractor must comply with the Prison Rape Elimination Act (PREA) of 2003 (Federal Law 42 U.S.C. 15601 et. seq.), with all applicable Federal PREA standards, and with all State policies and standards related to PREA for preventing, detecting, monitoring, investigating, and eradicating any form of sexual abuse within facilities/programs/offices owned, operated, or contracted. Contractor acknowledges that, in addition to self-monitoring requirements, the State will conduct compliance monitoring and PREA standards require an outside independent audit.

Contract No. _____

1. STATE ENCUMBRANCE VERIFICATION
Individual certifies that funds have been encumbered as required by Minn. Stat. §§16A.15 and 16C.05

Signed
Date
CFMS Agreement No. A-

2. GOVERNMENTAL UNIT
The Governmental Unit certifies that the appropriate person(s) have executed the Agreement on behalf of the Governmental Unit as required by applicable articles, bylaws, resolutions, or ordinances.

By
Title
Date

By
Title
Date

3. STATE AGENCY
With delegated authority

By
Title
Date

4. Commissioner of Administration
As delegated to Materials Management Division

By
Date

Distribution
DOC Financial Services Unit – Original (fully executed) Agreement
Governmental Unit
State's Authorized Representative
Budget Officer of Authorized Representative
Department of Administration – Materials Management Division

	Population	%
Benton	39,700	9.51%
Sherburne	91,705	21.97%
Stearns	154,705	37.06%
Wright	131,311	31.46%

	Stearns	Wright	Benton	Sherburne	Total County	Initiative Foundation	Xcel	CMJTS	Total
Year 1	**$12,230**	$10,382	$3,138	$7,250	$33,000	$10,000	$7,000	$0	$50,000
Year 2	**$18,530**	$15,730	$4,755	$10,985	$50,000	$0	$0	$0	$50,000
Year 3	**$11,118**	$9,438	$2,853	$6,591	$30,000	$0	$0	$20,000	$50,000
Year 4	**$0**	$0	$0	$0	$0	$0	$0	$50,000	$50,000

Comprehensive Economic Development Strategy (CEDS)

Region 7W Counties of Benton, Sherburne, Stearns, and Wright

Welcome – Dan Weber, Assistant County Administrator, Sherburne County

* 2014 Quad County Resolution of Support

What is a CEDS?

- **The Comprehensive Economic Development Strategy** contributes to effective economic development in America's communities and regions through a locally based, regionally driven economic development planning process. Economic development planning—as implemented through the CEDS—is not only a cornerstone of the U.S. Economic Development Administration's (EDA) programs, but successfully serves as a means to engage community leaders, leverage the involvement of the private sector, and establish a strategic blueprint for regional collaboration. The CEDS provides the capacity-building foundation by which the public sector, working in conjunction with other economic actors (individuals, firms, industries), creates the environment for regional economic prosperity.

Background

- Central MN Regional Development Commission (RDC) organized in 1973
- Applied for federal Economic Development District (EDD) designation status
- RDC voluntarily dissolves in 1982
- EDD District status discontinued

Background (cont.)

- St. Cloud Area Economic Development Partnership (SCAEDP) explores benefits/process to re-establish EDD
  in 2008
- SCAEDP develops a Comprehensive Economic Development Strategy (CEDS); needed to establish an EDD – completed and submitted to EDA in 2010

Background (cont.)

- SCAEDP disbands in favor of new structure with increased private sector representation
- East Central Regional Development Commission (ECRDC) submits proposal in April 2011 to assist with continuing EDD effort
- SCAEDP accepts proposal and provides funding to ECRDC

Central MN Quad Counties

- Established strategy committee representative of proposed EDD area
- Prepared annual CEDS updates to EDA, including surveying communities on new projects/initiatives
- Organized meetings of strategy committee and stakeholders

Quad Counties (cont.)

- Developed draft proposal for creating an EDD
- Explored various governance structures to meet EDA requirements
- Submitted annual CEDS updates to EDA
- Met with EDA staff on funding to develop new 5-year CEDS (2017-2022)
- Prepared a Request for Proposals (RFP) for CEDS

Quad Counties (cont.)

- Central Minnesota Jobs & Training Services, Inc. (CMJTS) can utilize governance structure and employ staff to develop new CEDS
- EDA Partnership Planning Grant program can provide short-term planning funds for CEDS
- Source of matching funds need to be identified

EDA Funded Projects
Region 7E CEDS

2000 – 2015

Project	Year	Total	EDA
Mora Industrial Park	2000	$ 956,000	$ 631,672
Pine Technical College (JVRC)	2000	2,531,206	1,379,600
Cambridge Opportunity Park	2002	3,260,618	1,659,322
Wyoming (Polaris R&D)	2005	6,953,000	1,012,018
ECRDC (Industrial Park Marketing)	2009	22,500	45,000
PTC Tech. Business Incubator	2011	6,597,000	1,798,200
Sandstone Medical Campus	2015	4,632,600	2,316,300
TOTAL		$24,952.924	$8,842,112

CMJTs in-kind contribution Tricia

Office space	$1,500.00	• Approx. 10′ x 12′ office space
Laptop computer	$2,200.00	• One-time purchase
Supervisor/manager salary	$5,046.58	• Salary and fringe benefits
QAD	$ 455.00	• Reporting, data tracking
Finance	$1,255.62	• Payroll – employee, reports, grant regulations
Administration	$ 450.00	• Meeting coordination
HR	$1,204.33	• Hiring and benefits administration
CEO	$3,670.00	• Board review, CEO oversight
WDD group	$3,979.02	• Grant writing, business development
Graphic design work	$3,268.93	• Flyer production, marketing efforts
Cell phone	$ 200.00	• Computer set up, training, IT support, network
IT support	$1,500.00	
TOTAL	**$24,729.48**	

Grant expenditures Tricia

- 1 FTE economic development coordinator (job description*)
- Phone service
- Supplies
- **Total Annual Cash Grant** **$100,000**

- Salary and benefits – job description to be provided (e.g., $71,040 with benefits is $100,000 cap)
- Cell phone service and desk phone
- Misc. supplies

Benefits of CEDS

Benefits of CMJTS

- Collaboration between workforce development and economic development: commitment to its success
- Fits with WIOA (new federal law)
- Established business connections
- Employer services – work-based learning
- Jobseeker match to meet business needs

Benefits for Counties

- Locate grants to allow business to grow in the region
- Enhance Region 7W business expansion
- Update CEDS plan
- Access to CMJTS workforce development grant team with proven success in writing/receiving federal grants
- Providing updated CEDS action plan information to the county boards

NEXT Steps: Going Forward Dan

County	Population	Percentage	Percentage of $30,000
Benton	39,700	9.51%	$ 2,853.86
Sherburne	91,705	21.97%	6,590.62
Stearns	154,708	37.06%	11,118.50
Wright	131,311	31.46%	9,437.01
TOTAL	417,434	100.00%	$30,000.00

Resolution of support:

- Financial support from all four counties: What does this look like?
- Joint Powers Board Agreement or Resolution?

Questions & Wrap Up

Dan Weber, Lee Shirley, Bob Voss, Don Hickman, Barbara Chaffee, Tricia Bigaouette, Leslie Wojtowicz

VERSION A

WRIGHT COUNTY BOARD OF COMMISSIONERS
RESOLUTION # 2016-_____

A Resolution in Support of Application to the Federal EDA Short Term Planning Program to Assist in the Completion of a Comprehensive Economic Development Strategy Plan (CEDS)

WHEREAS, expansion of the local tax base, creation of new high paying jobs, improvements to the quality of life and collaboration with other public entities are strategic economic development goals of the county, and;

WHEREAS, the Federal Economic Development Administration has significant resources, including grants, available to promote and advance local economic development, and;

WHEREAS, the Comprehensive Economic Development Strategy (CEDS) contributes to effective economic development in America's communities and regions through a locally-based, regionally-driven economic development planning process that is required to be eligible for certain federal EDA funding, and;

WHEREAS, additional resources are only available to areas within an Economic Development District as designated by the Federal Economic Development Administration, and;

WHEREAS, establishing a formal partnership with Central Minnesota Jobs and Training, the Initiative Foundation, Benton County, Sherburne County, Stearns County and Wright County would share resources and benefits.

NOW THEREFORE BE IT RESOLVED THAT THE BOARD OF COMMISSIONERS OF WRIGHT COUNTY HEREBY SUPPORTS APPLICATION TO THE FEDERAL EDA SHORT TERM PLANNING PROGRAM TO ASSIST IN THE DEVELOPMENT OF A COMPREHENSIVE ECONOMC DEVELOPMENT STRATEGY PLAN (CEDS) WITH THE CREATION OF AN ECONOMIC DEVELOPMENT DISTRICT SERVING BENTON, SHERBURNE, STEARNS AND WRIGHT COUNTIES BEING A GOAL TO WORK TOWARDS; AND

BE IT FURTHER RESOLVED THAT THE BOARD OF COMMISSIONERS OF WRIGHT COUNTY AGREE TO CONTRIBUTE THE FOLLOWING AMOUNTS AS A CASH MATCH IN THE EVENT THE PLANNING GRANT APPLICATION IS APPROVED:

Year 1 = $10,382
Year 2 = $15,730
Year 3 = $9,438

AND;

VERSION A

BE IT FURTHER RESOLVED THAT THE WRIGHT COUNTY COORDINATOR HAS THE AUTHORITY TO EXECUTE AND APPROVE ALL GRANT DOCUMENTS RELATED TO THE EDA AWARD.

Adopted this ____ day of _____, 2016.

_____
XXXX Chair
Wright County Board of Commissioners

ATTEST: _____
Lee Kelly
Wright County Coordinator

VERSION B

WRIGHT COUNTY BOARD OF COMMISSIONERS
RESOLUTION # 2016-_____

A Resolution in Support of Application to the Federal EDA Short Term Planning Program to Assist in the Completion of a Comprehensive Economic Development Strategy Plan (CEDS)

WHEREAS, expansion of the local tax base, creation of new high paying jobs, improvements to the quality of life and collaboration with other public entities are strategic economic development goals of the county, and;

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NOW THEREFORE BE IT RESOLVED THAT THE BOARD OF COMMISSIONERS OF WRIGHT COUNTY HEREBY SUPPORTS APPLICATION TO THE FEDERAL EDA SHORT TERM PLANNING PROGRAM TO ASSIST IN THE DEVELOPMENT OF A COMPREHENSIVE ECONOMC DEVELOPMENT STRATEGY PLAN (CEDS) WITH THE CREATION OF AN ECONOMIC DEVELOPMENT DISTRICT SERVING BENTON, SHERBURNE, STEARNS AND WRIGHT COUNTIES BEING A GOAL TO WORK TOWARDS; AND

BE IT FURTHER RESOLVED THAT THE BOARD OF COMMISSIONERS OF WRIGHT COUNTY AGREE TO CONTRIBUTE THE FOLLOWING AMOUNTS AS A CASH MATCH IN THE EVENT THE PLANNING GRANT APPLICATION IS APPROVED:

Year 1 = $10,382
Year 2 = $15,730
Year 3 = $9,438

AND;

VERSION B

BE IT FURTHER RESOLVED THAT THE WRIGHT COUNTY COORDINATOR HAS THE AUTHORITY TO EXECUTE AND APPROVE ALL GRANT DOCUMENTS RELATED TO THE EDA AWARD.

Adopted this ____ day of _____, 2016.

_____
XXXX Chair
Wright County Board of Commissioners

ATTEST: _____
Lee Kelly
Wright County Coordinator

Central Minnesota Housing Partnership has received the 2016-2017 funding for the Rental Rehabilitation Deferred Loan Program, we will now begin accepting applications for 2016 projects. **Key Change for 2016:** program funds will be split into two funding pools; small project funding (1-4 units) and large project funding (5+ units). See below for updated loan terms. Application and general qualifications can be found here **2016 RRDL Application**. These funds are available on a first come first serve basis.

RRDL loan funds can be used to cover the costs of eligible rehabilitation items and project soft costs. Common rehabilitation items include roofing, siding, windows, doors, insulation, floor coverings, painting, kitchen cabinets/bathroom vanities, appliances, plumbing, furnaces/boilers, electrical, code issues and health and safety items. Eligible soft costs may include administrative fee, title and recording fees, lead paint/asbestos assessment costs and architect fees.

Properties located in the following counties are initially eligible to apply (city of St. Cloud not included) :

- Aitkin
- Benton
- Carlton
- Cass
- Chisago
- Crow Wing
- Isanti
- Kanabec
- Mille Lacs
- Morrison
- Pine
- Sherburne
- Stearns
- Todd
- Wadena
- Wright

RRDL loan funds can be used to cover the costs of eligible rehabilitation items and project soft costs. Common rehabilitation items include roofing, siding, windows, doors, floor coverings, painting, appliances, plumbing, furnaces/boilers, electrical, code issues and health and safety items.

Program requirements include, but are not limited to:

• Property must meet minimum financial feasibility and selection requirements
• Documentation of positive cash flow and low vacancy rates
• At least 51% of the property must be residential space
• Project must meet tenant income and rent limits **(view current rent and income limits here)**
• Rehabilitation must address all rehabilitation items required by program such as lead paint remediation, electrical outlet/panel upgrades, smoke detectors, etc.
• Architect involvement determined by proposed scope of work
• Owner must contribute a minimum of 3% of RRDL loan to the project
• Application fee of $100 per unit with a $500 minimum fee/$3,000 maximum fee collected after initial approval

Loan Information, Features and Benefits:

SMALL PROJECTS (1 - 4 UNIT):

• Loan maximum of $25,000 per unit or $35,000 for single family homes/duplexes
• O% interest construction/permanent loan
• Loan term of 10 years with deferred payments
• Up to 100% loan forgiveness for maintaining rent and income compliance requirements for full term of loan
• Non-recourse loan

LARGE PROJECTS (5+ UNITS):

• Up to $25,000 per unit with maximum loan of $300,000 per project
• O% interest construction/permanent loan
• Loan terms of 10 - 30 years based on loan amount
• Up to 10% loan forgiveness for maintaining rent and income compliance requirements for full term of loan
• Non-recourse loan
• Loan may be extended in lieu of repayment for continued affordability

BOARD OF COUNTY COMMISSIONERS
WRIGHT COUNTY, MINNESOTA

Date _____ Resolution No. _____
Motion by Commissioner _____ Seconded by Commissioner _____

RESOLUTION

Central Minnesota Housing Partnership
As Designated Administrative Body For The
Rental Rehabilitation Deferred Loan Program

WHEREAS, Wright County has made significant progress in meeting the need for housing rehabilitation in the Cities and rural areas of the County; and

WHEREAS, an unmet need remains for the repair and rehabilitation of rental housing units; and

WHEREAS, the Rental Rehabilitation Deferred Loan Program sponsored by Minnesota Housing (MHFA) may provide a means for rehabilitating rental housing units in Wright County.

NOW THEREFORE BE IT RESOLVED that the Central Minnesota Housing Partnership is hereby designated as the administrative body for implementing this program in Wright County.

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

STATE OF MINNESOTA)
ss.
County of Wright)

I, Lee Kelly, duly appointed and qualified County Coordinator of the County of Wright, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Wright County, Minnesota, at their session held on the 21st day of June, 2016, now on file in my office, and have found the same to be a true and correct copy thereof.

Witness my hand and official seal at Buffalo, Minnesota, this 21st day of June, 2016.

_____.
Lee Kelly, County Coordinator

WRIGHT COUNTY
REQUEST FOR BOARD ACTION

REQ. AGENDA TIME: _____ *BOARD MEETING DATE:* *06-21-16* *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:

Award the following Contract Bid:

Contract #1603, CSAH 35/CR 134 Roundabout Project
SP 086-070-010
(Subject to Approval of Award by MnDOT Civil Rights Office)

BACKGROUND/JUSTIFICATION:

The bid opening was held on Friday, May 27, 2016, and a copy of the bid abstract is attached.

We recommend award of Contract No. 1603 to low bidder New Look Contracting, Inc., of Rogers, Minnesota, in the amount of $962,784.00, contingent upon MnDOT's approval of the DBE percentage. (Engineer's Estimate: $835,825.85)

Project Funding: Local levy, $450,000+ in federal funds, and $85,000 from the City of Buffalo.

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:**

5/27/2016

Wright County
Project Bid Summary

Project Name: CSAH 35 / CR 134 Roundabout
Client: Wright County
Bid Opening: 05/27/2016 11:00 AM

Contract No.: 1603
Project No.: SP 086-070-010
Owner: Wright County

Vendor Number	Business Name	Total Bid Amount	Percent Over/Under Estimate
	Engineers Estimate	**$835,825.85**	
xxxx	New Look Contracting, Inc.	$962,784.00	15.19% OVER ESTIMATE
1708	Landwehr Construction Inc.	$994,600.00	19.00% OVER ESTIMATE
N/A	R & R Excavating, Inc.	$1,069,139.51	27.91% OVER ESTIMATE
N/A	Midwest Civil Constructors, LLC	$1,117,679.10	33.72% OVER ESTIMATE
3961	Duininck Bros. Inc.	$1,118,648.35	33.84% OVER ESTIMATE

Wright County
Project Bid Abstract

Project Name: CSAH 35 / CR 134 Roundabout **Contract No.:** 1603
Client: Wright County **Project No.:** SP 086-070-010
Bid Opening: 05/27/2016 11:00 AM **Owner:** Wright County

	Project: SP 086-070-010 - CSAH 35 / CR 134 Roundabout				Engineers Estimate		New Look Contracting, Inc.		Landwehr Construction Inc.		R & R Excavating, Inc.	
Line No.	Item		Units	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	2021.501	MOBILIZATION	LS	1	$40,000.00	$40,000.00	$25,000.00	$25,000.00	$43,758.89	$43,758.89	$19,197.77	$19,197.77
2	2104.503	REMOVE BITUMINOUS WALK	S F	8403	$0.70	$5,882.10	$1.00	$8,403.00	$2.00	$16,806.00	$0.96	$8,066.88
3	2104.505	REMOVE BITUMINOUS PAVEMENT	S Y	11815	$3.50	$41,352.50	$3.00	$35,445.00	$2.50	$29,537.50	$2.87	$33,909.05
4	2104.513	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	L F	203	$3.00	$609.00	$3.00	$609.00	$6.00	$1,218.00	$6.27	$1,272.81
5	2105.501	COMMON EXCAVATION (P)	C Y	2990	$6.00	$17,940.00	$12.00	$35,880.00	$8.65	$25,863.50	$11.75	$35,132.50
6	2105.507	SUBGRADE EXCAVATION (P)	C Y	7166	$6.00	$42,996.00	$11.00	$78,826.00	$11.00	$78,826.00	$12.17	$87,210.22
7	2105.522	SELECT GRANULAR BORROW (CV)	C Y	7168	$10.00	$71,680.00	$14.00	$100,352.00	$17.50	$125,440.00	$22.15	$158,771.20
8	2123.501	COMMON LABORERS	HOUR	20	$60.00	$1,200.00	$1.00	$20.00	$65.00	$1,300.00	$79.52	$1,590.40
9	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	20	$110.00	$2,200.00	$1.00	$20.00	$150.00	$3,000.00	$207.68	$4,153.60
10	2123.610	1.5 CU YD BACKHOE	HOUR	20	$150.00	$3,000.00	$1.00	$20.00	$175.00	$3,500.00	$230.42	$4,608.40
11	2130.501	WATER	MGAL	20	$35.00	$700.00	$100.00	$2,000.00	$100.00	$2,000.00	$35.14	$702.80
12	2211.503	AGGREGATE BASE (CV) CLASS 5 (P)	C Y	2275	$18.00	$40,950.00	$24.00	$54,600.00	$25.25	$57,443.75	$29.80	$67,795.00
13	2221.503	SHOULDER BASE AGGREGATE (CV) CLASS 2	C Y	51	$0.01	$0.51	$100.00	$5,100.00	$60.00	$3,060.00	$83.60	$4,263.60
14	2301.504	"CONCRETE PAVEMENT 7.0""	S Y	452	$60.00	$27,120.00	$80.00	$36,160.00	$71.27	$32,214.04	$72.00	$32,544.00
15	2360.501	TYPE SP 9.5 WEARING COURSE MIXTURE (3,C)	TON	929	$60.00	$55,740.00	$74.00	$68,746.00	$65.87	$61,193.23	$65.87	$61,193.23
16	2360.502	TYPE SP 12.5 NON WEARING COURSE MIXTURE (3,B)	TON	1314	$58.00	$76,212.00	$59.00	$77,526.00	$52.42	$68,879.88	$52.42	$68,879.88
17	2501.515	"12"" RC PIPE APRON"	EACH	1	$0.01	$0.01	$625.00	$625.00	$650.00	$650.00	$1,354.84	$1,354.84
18	2501.515	"15"" RC PIPE APRON"	EACH	4	$500.00	$2,000.00	$695.00	$2,780.00	$375.00	$1,500.00	$1,355.83	$5,423.32
19	2503.541	"12"" RC PIPE SEWER DESIGN 3006 CLASS V"	L F	278	$0.01	$2.78	$29.00	$8,062.00	$45.00	$12,510.00	$58.09	$16,149.02
20	2503.541	"15"" RC PIPE SEWER DESIGN 3006 CLASS V"	L F	1023	$30.00	$30,690.00	$32.00	$32,736.00	$50.00	$51,150.00	$51.62	$52,807.26
21	2506.501	CONSTRUCT DRAINAGE STRUCTURE DESIGN SD-48	L F	35	$250.00	$8,750.00	$335.00	$11,725.00	$400.00	$14,000.00	$508.79	$17,807.65
22	2506.501	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	L F	40	$300.00	$12,000.00	$335.00	$13,400.00	$310.00	$12,400.00	$481.74	$19,269.60
23	2506.516	CASTING ASSEMBLY	EACH	23	$500.00	$11,500.00	$700.00	$16,100.00	$500.00	$11,500.00	$974.54	$22,414.42
24	2511.501	RANDOM RIPRAP CLASS III	C Y	15	$0.01	$0.15	$100.00	$1,500.00	$200.00	$3,000.00	$332.92	$4,993.80
25	2511.515	GEOTEXTILE FILTER TYPE IV	S Y	30	$0.01	$0.30	$25.00	$750.00	$15.00	$450.00	$1.87	$56.10
26	2521.501	"4"" CONCRETE WALK"	S F	16714	$4.00	$66,856.00	$4.00	$66,856.00	$4.00	$66,856.00	$4.53	$75,714.42
27	2521.501	"6"" CONCRETE WALK"	S F	2315	$5.00	$11,575.00	$9.00	$20,835.00	$8.00	$18,520.00	$9.73	$22,524.95
28	2521.511	"3"" BITUMINOUS WALK"	S F	9448	$1.80	$17,006.40	$2.00	$18,896.00	$1.21	$11,432.08	$2.38	$22,486.24
29	2531.501	CONCRETE CURB AND GUTTER DESIGN B612	L F	302	$12.00	$3,624.00	$19.00	$5,738.00	$21.56	$6,511.12	$17.50	$5,285.00
30	2531.501	CONCRETE CURB AND GUTTER DESIGN B618	L F	3155	$14.00	$44,170.00	$14.00	$44,170.00	$14.00	$44,170.00	$12.45	$39,279.75
31	2531.501	CONCRETE CURB AND GUTTER DESIGN B624	L F	2429	$16.00	$38,864.00	$17.00	$41,293.00	$17.00	$41,293.00	$15.50	$37,649.50
32	2531.501	CONCRETE CURB AND GUTTER DESIGN D424	L F	390	$16.00	$6,240.00	$21.00	$8,190.00	$30.98	$12,082.20	$19.50	$7,605.00
33	2531.618	TRUNCATED DOMES	S F	320	$41.50	$13,280.00	$52.00	$16,640.00	$41.07	$13,142.40	$48.00	$15,360.00
34	2545.515	LIGHT FOUNDATION DESIGN E	EACH	16	$700.00	$11,200.00	$865.00	$13,840.00	$664.00	$10,624.00	$664.00	$10,624.00
35	2545.523	"2"" NON-METALLIC CONDUIT"	L F	2100	$5.50	$11,550.00	$5.00	$10,500.00	$3.47	$7,287.00	$3.47	$7,287.00
36	2545.531	UNDERGROUND WIRE 1 COND NO 8	L F	9400	$1.20	$11,280.00	$1.00	$9,400.00	$0.94	$8,836.00	$0.94	$8,836.00
37	2545.541	SERVICE CABINET -TYPE L1	EACH	1	$5,000.00	$5,000.00	$4,850.00	$4,850.00	$5,180.00	$5,180.00	$5,180.00	$5,180.00
38	2545.544	SERVICE EQUIPMENT	EACH	1	$350.00	$350.00	$2,450.00	$2,450.00	$1,220.00	$1,220.00	$1,220.00	$1,220.00
39	2545.545	EQUIPMENT PAD B	EACH	1	$700.00	$700.00	$975.00	$975.00	$870.00	$870.00	$870.00	$870.00
40	2545.553	HANDHOLE	EACH	2	$1,500.00	$3,000.00	$1,995.00	$3,990.00	$667.00	$1,334.00	$667.00	$1,334.00
61	2545.602	INSTALL LIGHTING UNIT	EACH	16	$1,500.00	$24,000.00	$500.00	$8,000.00	$577.00	$9,232.00	$577.00	$9,232.00
41	2563.601	TRAFFIC CONTROL	LS	1	$20,000.00	$20,000.00	$12,000.00	$12,000.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00
42	2573.502	SILT FENCE, TYPE MS	L F	3588	$4.00	$14,352.00	$2.00	$7,176.00	$1.95	$6,996.60	$1.95	$6,996.60
43	2573.530	STORM DRAIN INLET PROTECTION	EACH	23	$250.00	$5,750.00	$200.00	$4,600.00	$275.00	$6,325.00	$100.00	$2,300.00
44	2573.533	SEDIMENT CONTROL LOG TYPE WOOD FIBER	L F	551	$4.00	$2,204.00	$4.00	$2,204.00	$2.45	$1,349.95	$2.45	$1,349.95
45	2573.535	STABILIZED CONSTRUCTION EXIT	LS	1	$1,000.00	$1,000.00	$2,000.00	$2,000.00	$2,500.00	$2,500.00	$10,713.87	$10,713.87
46	2573.560	CULVERT END CONTROLS	EACH	4	$0.01	$0.04	$300.00	$1,200.00	$400.00	$1,600.00	$250.00	$1,000.00
47	2574.508	FERTILIZER TYPE 3	LB	614	$0.01	$6.14	$2.00	$1,228.00	$0.89	$546.46	$0.89	$546.46
48	2574.525	COMMON TOPSOIL BORROW	C Y	512	$10.00	$5,120.00	$1.00	$512.00	$28.00	$14,336.00	$33.39	$17,095.68
49	2575.501	SEEDING	ACRE	1.4	$340.00	$476.00	$925.00	$1,295.00	$2,150.00	$3,010.00	$2,150.00	$3,010.00
50	2575.502	SEED MIXTURE 25-151	LB	360	$24.00	$8,640.00	$4.00	$1,440.00	$3.25	$1,170.00	$3.25	$1,170.00
51	2575.502	SEED MIXTURE 32-241	LB	6	$30.00	$180.00	$125.00	$750.00	$45.40	$272.40	$45.40	$272.40
52	2575.560	HYDRAULIC BONDED FIBER MATRIX	LB	3400	$3.00	$10,200.00	$2.00	$6,800.00	$0.95	$3,230.00	$0.95	$3,230.00
53	2575.571	RAPID STABILIZATION METHOD 3	MGAL	5	$250.00	$1,250.00	$625.00	$3,125.00	$425.00	$2,125.00	$425.00	$2,125.00
54	2575.572	RAPID STABILIZATION METHOD 4	S Y	500	$2.00	$1,000.00	$5.00	$2,500.00	$2.25	$1,125.00	$2.25	$1,125.00
55	2582.502	"4""SOLID LINE PAINT"	L F	80	$0.50	$40.00	$10.00	$800.00	$1.50	$120.00	$1.00	$80.00
56	2582.502	"6"" SOLID LINE PAINT"	L F	178	$0.01	$1.78	$10.00	$1,780.00	$5.90	$1,050.20	$1.50	$267.00
57	2582.502	"24"" SOLID LINE PAINT"	L F	214	$0.01	$2.14	$10.00	$2,140.00	$12.10	$2,589.40	$3.00	$642.00
58	2582.502	"4"" DOUBLE SOLID LINE PAINT"	L F	2573	$1.00	$2,573.00	$2.00	$5,146.00	$3.00	$7,719.00	$0.58	$1,492.34
59	2582.502	"12"" DOTTED LINE PREFORM TAPE GROUND IN"	L F	148	$2.50	$370.00	$30.00	$4,440.00	$22.50	$3,330.00	$13.00	$1,924.00
60	2582.503	CROSSWALK PREFORM TERMOPLASTIC GROUND IN	S F	288	$5.00	$1,440.00	$30.00	$8,640.00	$18.80	$5,414.40	$13.00	$3,744.00
	Totals for Project SP 086-070-010					$835,825.85		$962,784.00		$994,600.00		$1,069,139.51
	% of Estimate for Project SP 086-070-010							15.19%		19.00%		27.91%

	Project: SP 086-070-010 - CSAH 35 / CR 134 Roundabout			Engineers Estimate		Midwest Civil Constructors, LLC		Duininck Bros. Inc.	
Line No.	Item	Units	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	2021.501 MOBILIZATION	LS	1	$40,000.00	$40,000.00	$55,000.00	$55,000.00	$66,000.00	$66,000.00
2	2104.503 REMOVE BITUMINOUS WALK	S F	8403	$0.70	$5,882.10	$1.00	$8,403.00	$0.50	$4,201.50
3	2104.505 REMOVE BITUMINOUS PAVEMENT	S Y	11815	$3.50	$41,352.50	$5.00	$59,075.00	$2.85	$33,672.75
4	2104.513 SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	L F	203	$3.00	$609.00	$5.00	$1,015.00	$3.30	$669.90
5	2105.501 COMMON EXCAVATION (P)	C Y	2990	$6.00	$17,940.00	$10.00	$29,900.00	$12.50	$37,375.00
6	2105.507 SUBGRADE EXCAVATION (P)	C Y	7166	$6.00	$42,996.00	$10.00	$71,660.00	$10.00	$71,660.00
7	2105.522 SELECT GRANULAR BORROW (CV)	C Y	7168	$10.00	$71,680.00	$17.50	$125,440.00	$25.00	$179,200.00
8	2123.501 COMMON LABORERS	HOUR	20	$60.00	$1,200.00	$60.00	$1,200.00	$83.00	$1,660.00
9	2123.610 STREET SWEEPER (WITH PICKUP BROOM)	HOUR	20	$110.00	$2,200.00	$150.00	$3,000.00	$145.00	$2,900.00
10	2123.610 1.5 CU YD BACKHOE	HOUR	20	$150.00	$3,000.00	$150.00	$3,000.00	$170.00	$3,400.00
11	2130.501 WATER	MGAL	20	$35.00	$700.00	$100.00	$2,000.00	$40.00	$800.00
12	2211.503 AGGREGATE BASE (CV) CLASS 5 (P)	C Y	2275	$18.00	$40,950.00	$30.00	$68,250.00	$32.00	$72,800.00
13	2221.503 SHOULDER BASE AGGREGATE (CV) CLASS 2	C Y	51	$0.01	$0.51	$60.00	$3,060.00	$85.00	$4,335.00
14	2301.504 "CONCRETE PAVEMENT 7.0""	S Y	452	$60.00	$27,120.00	$67.00	$30,284.00	$72.00	$32,544.00
15	2360.501 TYPE SP 9.5 WEARING COURSE MIXTURE (3,C)	TON	929	$60.00	$55,740.00	$66.00	$61,314.00	$76.00	$70,604.00
16	2360.502 TYPE SP 12.5 NON WEARING COURSE MIXTURE (3,B)	TON	1314	$58.00	$76,212.00	$53.00	$69,642.00	$64.00	$84,096.00
17	2501.515 "12"" RC PIPE APRON"	EACH	1	$0.01	$0.01	$800.00	$800.00	$500.00	$500.00
18	2501.515 "15"" RC PIPE APRON"	EACH	4	$500.00	$2,000.00	$820.00	$3,280.00	$550.00	$2,200.00
19	2503.541 "12"" RC PIPE SEWER DESIGN 3006 CLASS V"	L F	278	$0.01	$2.78	$44.00	$12,232.00	$45.00	$12,510.00
20	2503.541 "15"" RC PIPE SEWER DESIGN 3006 CLASS V"	L F	1023	$30.00	$30,690.00	$45.00	$46,035.00	$46.00	$47,058.00
21	2506.501 CONSTRUCT DRAINAGE STRUCTURE DESIGN SD-48	L F	35	$250.00	$8,750.00	$400.00	$14,000.00	$450.00	$15,750.00
22	2506.501 CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	L F	40	$300.00	$12,000.00	$425.00	$17,000.00	$425.00	$17,000.00
23	2506.516 CASTING ASSEMBLY	EACH	23	$500.00	$11,500.00	$600.00	$13,800.00	$675.00	$15,525.00
24	2511.501 RANDOM RIPRAP CLASS III	C Y	15	$0.01	$0.15	$175.00	$2,625.00	$85.00	$1,275.00
25	2511.515 GEOTEXTILE FILTER TYPE IV	S Y	30	$0.01	$0.30	$8.00	$240.00	$5.00	$150.00
26	2521.501 "4"" CONCRETE WALK"	S F	16714	$4.00	$66,856.00	$4.70	$78,555.80	$4.60	$76,884.40
27	2521.501 "6"" CONCRETE WALK"	S F	2315	$5.00	$11,575.00	$19.10	$44,216.50	$9.25	$21,413.75
28	2521.511 "3"" BITUMINOUS WALK"	S F	9448	$1.80	$17,006.40	$2.50	$23,620.00	$3.00	$28,344.00
29	2531.501 CONCRETE CURB AND GUTTER DESIGN B612	L F	302	$12.00	$3,624.00	$19.60	$5,919.20	$17.50	$5,285.00
30	2531.501 CONCRETE CURB AND GUTTER DESIGN B618	L F	3155	$14.00	$44,170.00	$18.50	$58,367.50	$12.45	$39,279.75
31	2531.501 CONCRETE CURB AND GUTTER DESIGN B624	L F	2429	$16.00	$38,864.00	$21.70	$52,709.30	$15.50	$37,649.50
32	2531.501 CONCRETE CURB AND GUTTER DESIGN D424	L F	390	$16.00	$6,240.00	$28.20	$10,998.00	$19.50	$7,605.00
33	2531.618 TRUNCATED DOMES	S F	320	$41.50	$13,280.00	$38.00	$12,160.00	$48.00	$15,360.00
34	2545.515 LIGHT FOUNDATION DESIGN E	EACH	16	$700.00	$11,200.00	$1,100.00	$17,600.00	$664.00	$10,624.00
35	2545.523 "2"" NON-METALLIC CONDUIT"	L F	2100	$5.50	$11,550.00	$3.50	$7,350.00	$3.74	$7,854.00
36	2545.531 UNDERGROUND WIRE 1 COND NO 8	L F	9400	$1.20	$11,280.00	$0.75	$7,050.00	$0.94	$8,836.00
37	2545.541 SERVICE CABINET -TYPE L1	EACH	1	$5,000.00	$5,000.00	$5,300.00	$5,300.00	$4,500.00	$4,500.00
38	2545.544 SERVICE EQUIPMENT	EACH	1	$350.00	$350.00	$1,100.00	$1,100.00	$2,300.00	$2,300.00
39	2545.545 EQUIPMENT PAD B	EACH	1	$700.00	$700.00	$850.00	$850.00	$900.00	$900.00
40	2545.553 HANDHOLE	EACH	2	$1,500.00	$3,000.00	$1,650.00	$3,300.00	$1,850.00	$3,700.00
61	2545.602 INSTALL LIGHTING UNIT	EACH	16	$1,500.00	$24,000.00	$750.00	$12,000.00	$577.00	$9,232.00
41	2563.601 TRAFFIC CONTROL	LS	1	$20,000.00	$20,000.00	$15,000.00	$15,000.00	$11,000.00	$11,000.00
42	2573.502 SILT FENCE, TYPE MS	L F	3588	$4.00	$14,352.00	$2.25	$8,073.00	$2.00	$7,176.00
43	2573.530 STORM DRAIN INLET PROTECTION	EACH	23	$250.00	$5,750.00	$175.00	$4,025.00	$150.00	$3,450.00
44	2573.533 SEDIMENT CONTROL LOG TYPE WOOD FIBER	L F	551	$4.00	$2,204.00	$5.00	$2,755.00	$3.00	$1,653.00
45	2573.535 STABILIZED CONSTRUCTION EXIT	LS	1	$1,000.00	$1,000.00	$5,000.00	$5,000.00	$1,500.00	$1,500.00
46	2573.560 CULVERT END CONTROLS	EACH	4	$0.01	$0.04	$300.00	$1,200.00	$200.00	$800.00
47	2574.508 FERTILIZER TYPE 3	LB	614	$0.01	$6.14	$1.00	$614.00	$0.89	$546.46
48	2574.525 COMMON TOPSOIL BORROW	C Y	512	$10.00	$5,120.00	$35.00	$17,920.00	$30.00	$15,360.00
49	2575.501 SEEDING	ACRE	1.4	$340.00	$476.00	$2,200.00	$3,080.00	$2,500.00	$3,500.00
50	2575.502 SEED MIXTURE 25-151	LB	360	$24.00	$8,640.00	$3.50	$1,260.00	$3.25	$1,170.00
51	2575.502 SEED MIXTURE 32-241	LB	6	$30.00	$180.00	$50.00	$300.00	$35.00	$210.00
52	2575.560 HYDRAULIC BONDED FIBER MATRIX	LB	3400	$3.00	$10,200.00	$1.00	$3,400.00	$0.95	$3,230.00
53	2575.571 RAPID STABILIZATION METHOD 3	MGAL	5	$250.00	$1,250.00	$450.00	$2,250.00	$425.00	$2,125.00
54	2575.572 RAPID STABILIZATION METHOD 4	S Y	500	$2.00	$1,000.00	$2.50	$1,250.00	$2.25	$1,125.00
55	2582.502 "4""SOLID LINE PAINT"	L F	80	$0.50	$40.00	$1.00	$80.00	$1.00	$80.00
56	2582.502 "6"" SOLID LINE PAINT"	L F	178	$0.01	$1.78	$1.50	$267.00	$1.50	$267.00
57	2582.502 "24"" SOLID LINE PAINT"	L F	214	$0.01	$2.14	$3.00	$642.00	$3.00	$642.00
58	2582.502 "4"" DOUBLE SOLID LINE PAINT"	L F	2573	$1.00	$2,573.00	$0.60	$1,543.80	$0.58	$1,492.34
59	2582.502 "12"" DOTTED LINE PREFORM TAPE GROUND IN"	L F	148	$2.50	$370.00	$13.00	$1,924.00	$13.00	$1,924.00
60	2582.503 CROSSWALK PREFORM TERMOPLASTIC GROUND IN	S F	288	$5.00	$1,440.00	$13.00	$3,744.00	$13.00	$3,744.00
	Totals for Project SP 086-070-010				$835,825.85		$1,117,679.10		$1,118,648.35
	% of Estimate for Project SP 086-070-010						33.72%		33.84%

I hereby certify that this is an exact reproduction of bids received.

Certified By: [signature] License No. 19941
Date: 4/8/2016

WRIGHT COUNTY
REQUEST FOR BOARD ACTION

REQ. AGENDA TIME: _____ *BOARD MEETING DATE:* *06-21-16* *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:

Approve Amendment No. 01468-1 and Agreement No. 1002560 with MnDOT for Removal of RICWS and Replacement with a Traffic Control Signal System on TH 55 at CSAH 3 SP 8606-61 (TH 55 = 069)

BACKGROUND/JUSTIFICATION:

This amendment and agreement provides for removal of the existing RICWC system and approval of Agreement 1003560 for MnDOT to construct a traffic signal system at TH 55 and CSAH 3.

A copy of the resolution authorizing Wright County to enter into MnDOT Agreement No. 1002560 and a copy of the amendment and agreement are attached.

Funding: 100% State

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:**

STATE OF MINNESOTA
DEPARTMENT OF TRANSPORTATION
And
WRIGHT COUNTY
COOPERATIVE CONSTRUCTION
AGREEMENT

State Project Number (S.P.):	**8606-61**	**Estimated MNDOT SEC164 Amount**
Trunk Highway Number (T.H.):	**55=069**	**$182,107.17**
State Project Number (S.P.):	**086-603-021**	**Estimated County Amount Receivable**
Federal Project Number:	**HSIP 8616(226)**	**$0.00**
Signal System I.D.:	**40081**	

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

Recitals

1. The State will perform left turn lane and traffic signal construction and other associated construction upon, along and adjacent to Trunk Highway No. 55 at intersection of County State Aid Highway (C.S.A.H.) No. 3 and Trunk Highway No. 55 according to State-prepared plans, specifications and special provisions designated by the State as State Project No. 086-603-021 and 8606-61 (T.H.55=069) ("Project"); and
2. The County wishes to participate in the costs of the traffic signal and lighting construction and associated construction engineering; and
3. Agreement No. 1002092 and No. 1002510 between the State and Canadian Pacific Railway (CP) will address railroad crossing signal system installation and flagging respectively; and
4. Agreement No. 01468 will be amended to remove operation and maintenance requirements of Intersection Conflict Warning System and Highway Lighting System (RICWS) on C.S.A.H. 3; and
5. Minnesota Statutes § 161.20, subdivision 2 authorizes the Commissioner of Transportation to make arrangements with and cooperate with any governmental authority for the purposes of constructing, maintaining and improving the Trunk Highway system.

Agreement

1. Term of Agreement; Survival of Terms; Plans; Incorporation of Exhibits

1.1. ***Effective Date.*** This Agreement will be effective on the date the State obtains all signatures required by Minnesota Statutes § 16C.05, subdivision 2.

1.2. ***Expiration Date.*** This Agreement will expire when all obligations have been satisfactorily fulfilled.

1.3. ***Survival of Terms.*** All clauses which impose obligations continuing in their nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this Agreement, including, without limitation, the following clauses: 3. Maintenance by the County; 9. Liability; Worker Compensation Claims; 11. State Audits; 12. Government Data Practices; 13. Governing Law; Jurisdiction; Venue; and 15. Force Majeure. The terms and conditions set forth in Article 4. Signal System and EVP System Operation and Maintenance will survive the expiration of this Agreement, but may be terminated by another Agreement between the parties.

1.4. ***Plans, Specifications, Special Provisions.*** Plans, specifications and special provisions designated by the State as State Project No. 8606-61 (T.H. 55=069) are on file in the office of the Commissioner of Transportation at St. Paul, Minnesota, and incorporated into this Agreement by reference ("Project Plans").

1.5. ***Exhibits.*** Preliminary SCHEDULE "I" is on file in the office of the County Engineer and incorporated into this Agreement by reference.

2. Construction by the State

2.1. ***Contract Award.*** The State will advertise for bids and award a construction contract to the lowest responsible bidder according to the Project Plans.

2.2. ***Direction, Supervision and Inspection of Construction.***

A. ***Supervision and Inspection by the State.*** The State will direct and supervise all construction activities performed under the construction contract, and perform all construction engineering and inspection functions in connection with the contract construction. All contract construction will be performed according to the Project Plans.

B. ***Inspection by the County.*** The County participation construction covered under this Agreement will be open to inspection by the County. If the County believes the County participation construction covered under this Agreement has not been properly performed or that the construction is defective, the County will inform the State District Engineer's authorized representative in writing of those defects. Any recommendations made by the County are not binding on the State. The State will have the exclusive right to determine whether the State's contractor has satisfactorily performed the County participation construction covered under this Agreement.

2.3. ***Plan Changes, Additional Construction, Etc.***

A. The State will make changes in the Project Plans and contract construction, which may include the County participation construction covered under this Agreement, and will enter into any necessary addenda, change orders and supplemental agreements with the State's contractor that are necessary to cause the contract construction to be performed and completed in a satisfactory manner. The State District Engineer's authorized representative will inform the appropriate County official of any proposed addenda, change orders and supplemental agreements to the construction contract that will affect the County participation construction covered under this Agreement.

B. The County may request additional work or changes to the work in the plans as part of the construction contract. Such request will be made by an exchange of letter(s) with the State. If the State determines that the requested additional work or plan changes are necessary or desirable and can be accommodated without undue disruption to the project, the State will cause the additional work or plan changes to be made.

2.4. ***Satisfactory Completion of Contract.*** The State will perform all other acts and functions necessary to cause the construction contract to be completed in a satisfactory manner.

3. Maintenance by the County.

Upon completion of the project, the County will provide the following without cost or expense to the State:

3.1. ***Lighting.*** Maintenance of any lighting facilities construction. Maintenance of electrical lighting systems includes everything within the system, from the point of attachment to the power source or utility, to the last light on the feed point, including but not limited to re-lamping of lighting units or replacing of LED luminaires, repair or replacement of all damaged luminaire glassware, loose connections, luminaires when damaged or when ballasts fail, photoelectric control on luminaires, defective starter boards or drivers, damaged fuse holders, blown fuses, knocked down poles including wiring within the poles, damaged poles, pullboxes, underground wire, damaged foundations, equipment pad, installation of approved splices or replacement of wires, repair or extending of conduit, lighting cabinet maintenance including photoelectric cell, electrical distribution system, Gopher State One Call (GSOC) locates and painting of poles and other equipment. The County will be responsible for the hook up cost and application to secure an adequate power supply to the service pad or pole and will pay all monthly electrical service expenses necessary to operate the lighting facility.

4. Signal System and EVP System Operation and Maintenance

Operation and maintenance responsibilities will be as follows for the Signal System and EVP System on T.H. 55 at CSAH 3.

4.1. *County Responsibilities*

A. ***Power.*** The County will be responsible for the hook-up cost and application to secure an adequate power supply to the service pads or poles and will pay all monthly electrical service expenses necessary to operate the Signal System, and EVP System.

B. ***Minor Signal System Maintenance.*** The County will provide for the following, without cost to the State.

i. Maintain the signal pole mounted LED luminaires, including replacing the luminaires when necessary. The LED luminaire must be replaced when it fails or when light levels drop below recommended AASHTO levels for the installation.

ii. Replace the Signal Systems LED indications. Replacing LED indications consists of replacing each LED indication when it reaches end of life per the MnDOT Traffic Engineering Manual or fails or no longer meets Institute of Traffic Engineers (ITE) standards for light output.

iii. Clean the Signal Systems controller cabinet and service cabinet exteriors.

iv. Clean the Signal System and luminaire mast arm extensions.

4.2. *State Responsibilities*

A. ***Timing; Other Maintenance.*** The State will maintain the signing, and perform all other Signal System, and signal pole luminaire circuit maintenance without cost to the County. All Signal System timing will be determined by the State, and no changes will be made without the State's approval.

B. ***Battery Backup Replacement Batteries.*** Perform all tasks associated with battery replacement for the battery back-up system which includes battery purchase, installation and disposal. The State will maintain the remainder of the battery back-up system at its cost and expense.

C. ***EVP System Operation.*** The EVP System will be installed, operated, maintained, and removed according to the following conditions and requirements:

i. All maintenance of the EVP Systems must be done by State forces.

ii. Emitter units may be installed only on authorized emergency vehicles, as defined in Minnesota Statutes § 169.011, Subdivision 3. Authorized emergency vehicles may use emitter units only when responding to an emergency. The County will provide the State's District Engineer or their designated representative a list of all vehicles with emitter units, if requested by the State.

iii. Malfunction of the EVP System(s) must be reported to the State immediately.

iv. In the event the EVP System or its components are, in the opinion of the State, being misused or the conditions set forth in Paragraph ii. above are violated, and such misuse or violation continues after the County receives written notice from the State, the State may remove the EVP System. Upon removal of the EVP System pursuant to this Paragraph, all of its parts and components become the property of the State.

v. All timing of the EVP System will be determined by the State.

4.3. ***Right of Way Access.*** Each party authorizes the other party to enter upon their respective public right of way to perform the maintenance activities described in this Agreement.

5. Basis of County Cost

5.1. ***SCHEDULE "I".*** The Preliminary SCHEDULE "I" includes all anticipated County participation construction items, State Furnished Materials lump sum amounts and the construction engineering cost share covered under this Agreement, and is based on engineer's estimated unit prices.

5.2. ***County Participation Construction.*** The County will participate in the following at the percentages indicated. The construction includes the County's proportionate share of item costs for mobilization, combined field laboratory and office, and traffic control.

A. 50 Percent minus MnDOT SEC164 funding will be the County's rate of cost participation in all of the new traffic signal and lighting construction.

B. 100 Percent minus MNDOT SEC164 funding will be the County's rate of cost participation in all of lighting salvage.

5.3. ***State Furnished Materials.*** The State will furnish a cabinet and controller, and battery backup ("State Furnished Materials"), according to the Project Plans, to operate the traffic control signal system covered under this Agreement. The County's lump sum share for State Furnished Materials is $15,750.00 minus MNDOT SEC164 funding. The County's cost share for State Furnished Materials will be added to the County's total construction cost share as shown in the SCHEDULE "I"

5.4. ***Construction Engineering Costs.*** The County will pay a construction engineering charge equal to 8 percent of the total County participation construction minus MNDOT SEC164 funding covered under this Agreement.

5.5. ***Plan Changes, Additional Construction, Etc.*** The County will share in the costs of construction contract addenda, change orders, and supplemental agreements that are necessary to complete the County participation construction covered under this Agreement, including any County requested additional work and plan changes.

The State reserves the right to invoice the County for the cost of any additional County requested work and plan changes, construction contract addenda, change orders and supplemental agreements, and associated construction engineering before the completion of the contract construction.

5.6. ***Liquidated Damages.*** All liquidated damages assessed the State's contractor in connection with the construction contract will result in a credit shared by each party in the same proportion as their total construction cost share covered under this Agreement is to the total contract construction cost before any deduction for liquidated damages.

6. County Cost and Payment by the County

6.1. ***County Cost.*** **$182,107.17** minus MNDOT SEC164 funding is the County's estimated share of the costs of the contract construction, State Furnished Materials and the 8 percent construction engineering cost share as shown in the Preliminary SCHEDULE "I". The Preliminary SCHEDULE "I" was prepared using estimated quantities and unit prices, and may include any credits or lump sum costs. Upon award of the construction contract, the State will prepare a Revised SCHEDULE "I" based on construction contract unit prices, which will replace and supersede the Preliminary SCHEDULE "I" as part of this agreement.

6.2. ***Conditions of Payment.*** The County will pay the State the full and complete lump sum amount, as shown in the Revised SCHEDULE "I", after the following conditions have been met:

A. Execution of this Agreement and transmittal to the County, including a copy of the Revised SCHEDULE "I".

B. The County's receipt of a written request from the State for the advancement of funds.

6.3. ***Final Payment, Additional County Requested Work.*** Upon completion of all contract construction and upon computation of the final amount due the State's contractor and only if additional work has been

requested under Article 2.3.B of this Agreement, the State will prepare a Final SCHEDULE "I" and submit a copy to the County. The Final SCHEDULE "I" will be based on final quantities of any additional County requested participation construction items and the construction engineering cost share due to additional requested work. The computation by the State of the amount due from the County will be final, binding and conclusive.

The State and the County waive claims for any payments or refunds less than $5.00 according to Minnesota Statutes § 15.415.

7. Authorized Representatives

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

7.1. The State's Authorized Representative will be:

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

7.2. The County's Authorized Representative will be:

Name/Title: Virgil G. Hawkins, Wright County Engineer (or successor)
Address: 1901 Highway 25 North, Buffalo, MN 55313
Telephone: (763) 682-7388
E-Mail: Virgil.Hawkins@co.wright.mn.us

8. Assignment; Amendments; Waiver; Contract Complete

8.1. ***Assignment.*** Neither party may assign or transfer any rights or obligations under this Agreement without the prior consent of the other party and a written assignment agreement, executed and approved by the same parties who executed and approved this Agreement, or their successors in office.

8.2. ***Amendments.*** Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Agreement, or their successors in office.

8.3. ***Waiver.*** If a party fails to enforce any provision of this Agreement, that failure does not waive the provision or the party's right to subsequently enforce it.

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

9. Liability; Worker Compensation Claims

9.1. Each party is responsible for its own acts, omissions and the results thereof to the extent authorized by law and will not be responsible for the acts and omissions of others and the results thereof. Minnesota Statutes § 3.736 and other applicable law govern liability of the State. Minnesota Statutes Chapter 466 and other applicable law govern liability of the County.

9.2. Each party is responsible for its own employees for any claims arising under the Workers Compensation Act.

10. Nondiscrimination

Provisions of Minnesota Statutes § 181.59 and of any applicable law relating to civil rights and discrimination are considered part of this Agreement.

11. State Audits

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

12. Government Data Practices

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

13. Governing Law; Jurisdiction; Venue

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

14. Termination; Suspension

14.1. ***By Mutual Agreement.*** This Agreement may be terminated by mutual agreement of the parties.

14.2. ***Termination for Insufficient Funding.*** The State may immediately terminate this Agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the performance of contract construction under the Project. Termination must be by written or fax notice to the County.

14.3. ***Suspension.*** In the event of a total or partial government shutdown, the State may suspend this Agreement and all work, activities and performance of work authorized through this Agreement.

15. Force Majeure

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

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

WRIGHT COUNTY

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

By: _____

Title: BOARD CHAIR

Date: _____

By: _____

Title: COUNTY COORDINATOR

Date: _____

DEPARTMENT OF TRANSPORTATION

Recommended for Approval:

By: _____
(District Engineer)

Date: _____

Approved:

By: _____
(State Design Engineer)

Date: _____

COMMISSIONER OF ADMINISTRATION

By: _____
(With delegated authority)

Date: _____

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

MKS

BOARD OF COUNTY COMMISSIONERS
WRIGHT COUNTY, MINNESOTA

Date _____ Resolution No. _____

Motion by Commissioner _____ Seconded by Commissioner _____

COUNTY OF WRIGHT

RESOLUTION

BE IT RESOLVED, that Wright County enter into MnDOT Agreement No. 1002560 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the County to the State of the County's share of the costs of the traffic signal and lighting construction and other associated construction to be performed upon, along and adjacent to Trunk Highway No. 55 at intersection of County State Aid Highway No. 3 and Trunk Highway No. 55 under State Project No. 086-603-021 and 8606-61 (T.H. 55=069).

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

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

STATE OF MINNESOTA)
ss.
County of Wright)

I, Lee Kelly, duly appointed and qualified County Coordinator of the County of Wright, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Wright County, Minnesota, at their session held on the 21st day of June, 2016, now on file in my office, and have found the same to be a true and correct copy thereof.

Witness my hand and official seal at Buffalo, Minnesota, this 21st day of June, 2016.

_____
Lee Kelly, County Coordinator

PRELIMINARY SCHEDULE "I"
Agreement No. 1002560
Wright County

S.P. 8606-61 (T.H. 55=069) Preliminary: March 24, 2016
S.P. 086-603-021
State Funds

Traffic signal construction to start approximately August 15, 2016 under
State Contract No. ____ with ____
located on the junction of T.H. 55 and CSAH 3 in Wright County

COUNTY COST PARTICIPATION	
From Sheet No. 2 (Traffic Signal and Associated Work)	168,617.75
Construction Engineering (8%)	13,489.42
Total	182,107.17
MNDOT SEC164 Funding	$182,107.17
(1) Total County Cost Obligation minus MNDOT SEC164	**$0.00**

(1) Amount of advance payment as described in Article 6 of the Agreement (estimated amount)

ITEM NUMBER	S.P. 8606-61, 086-603-021 WORK ITEM	UNIT	QUANTITY	UNIT PRICE	COST (1)
2021.501	MOBILIZATION	LUMP SUM	0.24	18,309.89	4,394.37
2031.602	COMBINATION FIELD LABORATORY-OFFICE	EACH	0.24	11,250.00	2,700.00
2104.523	SALVAGE HANDHOLE	EACH	13.00	225.00	2,925.00
2104.523	SALVAGE WOOD POLE	EACH	1.00	400.00	400.00
2104.523	SALVAGE LIGHT FOUNDATION	EACH	2.00	410.00	820.00
2104.523	SALVAGE LIGHT STANDARD AND LUMINAIRE	EACH	2.00	350.00	700.00
2545.511	LIGHTING UNIT TYPE 12-40	EACH	2.00	2,500.00	5,000.00
2545.515	LIGHT FOUNDATION DESIGN E	EACH	2.00	692.00	1,384.00
2545.602	LABELING AND NUMBERING	EACH	2.00	75.00	150.00
2563.601	TRAFFIC CONTROL	LUMP SUM	0.24	18,309.89	4,394.37
2565.511	TRAFFIC CONTROL SIGNAL SYSTEM	SIG SYS	0.50	260,000.00	130,000.00
	STATE FURNISHED MATERIALS	LUMP SUM	0.50	31,500.00	15,750.00
				TOTAL	$168,617.75
	(1) 100% COUNTY	**$168,617.75**			

STATE OF MINNESOTA
DEPARTMENT OF TRANSPORTATION
And
WRIGHT COUNTY
AMENDMENT NO. 1

State Project Number (S.P.): 8816-1765
Trunk Highway Number (T.H.): 55
State Project Number (S.P.): 088-070-035

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

Recitals

1. The State has a contract with the County identified as MnDOT Contract No. 01468 ("Original Contract") to participate in the operation and maintenance of intersection conflict warning system and highway lighting system on Trunk Highway No. 55 at County State Aid Highway (C.S.A.H.) No. 3 and Trunk Highway (T.H.) No. 55 and CSAH 37 in the County of Wright, Minnesota, under State Project No. 8816-1765 (T.H. 55); and

2. This Agreement is amended to remove the operation and maintenance requirements of County State Aid Highway (CSAH) No. 3 from agreement No. 01468 ; and

3. The State and the County are willing to amend the Original Contract as stated below.

Contract Amendment

In this Amendment deleted contract terms will be ~~struck out~~ and the added contract terms will be <u>underlined</u>.

REVISION 1. The first paragraph of Article 3 is amended as follows:

3. Intersection Conflict Warning System(s) Operation and Maintenance

Operation and maintenance responsibilities will be as follows for the Intersection Conflict Warning System on ~~T.H. 55 at CSAH 3 and~~ T.H. 55 at CSAH 37.

REVISION 2. The first paragraph of Article 4 is amended to read as follows:

4. Power Service Cabinet Operation and Maintenance

The power service cabinet installed on ~~T.H. 55 at CSAH 3 and~~ T.H. 55 at CSAH 37 for the operation of the Intersection Conflict Warning System and Highway Lighting System will be a shared Power Service Cabinet.

The terms of the Original Contract are expressly reaffirmed and are incorporated by reference. Except as amended herein, the terms and conditions of the Original Contract and all previous amendments remain in full force and effect.

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

WRIGHT COUNTY

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

By: _____

Title: BOARD CHAIR

Date: _____

By: _____

Title: COUNTY COORDINATOR

Date: _____

DEPARTMENT OF TRANSPORTATION

Recommended for Approval:

By: _____
(District Engineer)

Date: _____

Approved:

By: _____
(State Design Engineer)

Date: _____

COMMISSIONER OF ADMINISTRATION

By: _____
(With delegated authority)

Date: _____

MLB-K

WRIGHT COUNTY
REQUEST FOR BOARD ACTION

REQ. AGENDA TIME: _____ ***BOARD MEETING DATE:*** ***6/21/16*** ***CONSENT AGENDA:*** ____

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

ADMINISTRATION .
ORIGINATING DEPARTMENT/SERVICE

x Alan Wilczek
REQUESTOR'S SIGNATURE

_____
REVIEWED BY/DATE

BOARD ACTION REQUESTED:
Courts Facility Discussion

BACKGROUND/JUSTIFICATION:
I am currently working on assembling recent "courts" facilities construction costs in the State of MN and will distribute a summary document as soon as possible.

COUNTY ATTORNEY REVIEW DATE:

FINANCIAL IMPLICATIONS: $_____

COUNTY COORDINATOR/DATE:

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

BUDGETED: _____ _____
YES NO

FUNDING: _____ _____
LEVY OTHER

COMMENTS:

COMMENTS:

DISTRICT COURT OF MINNESOTA

TENTH JUDICIAL DISTRICT

JOHN C. HOFFMAN
JUDGE OF DISTRICT COURT

CHAMBERS
WASHINGTON COUNTY GOVERNMENT CENTER
14949-62nd Street N.
STILLWATER, MN 55082-3802
(651) 430-6263
Fax (651) 430

June 14, 2016

Board of Commissioners
Wright County, Minnesota
10 Second Street NW
Buffalo, MN 55313

Re: Wright County Courthouse

Dear Commissioners:

As you may recall from my letter of nearly a year ago, I was and continue to be extremely concerned regarding the safety and adequacy of the current Wright County Courthouse Facility.

In an effort to summarize what has happened in the past year:

- The Board has reviewed a study commissioned by the National Center for State Courts In September 2015 regarding the deficiencies of and needs for improvement of the Wright County Courthouse;

- The Board commissioned Wold to provide an evaluation to consider the deficiencies of the existing facility and costs to bring the facility into compliance with safety, adequacy concerns and statutory obligations;

- During the Board meeting in May Wold presented its findings. It is my impression that the three options presented to the Board ranging from a temporary fix costing $1.5M to a more lasting option of expending $20.7M were viewed by the Board during the May meeting as not cost efficient and therefore unsatisfactory. A new building according to Wold could be constructed in a period of two (2) years;

- The Board, it appears by actions today, unanimously directed staff to seek additional bonding and construction cost information along with possibly viewing recently constructed courthouse projects in Minnesota and will direct after receiving the information next week to authorize a RFP process for bidders, including Wold, to submit design plans for a new Courthouse to be constructed adjacent to the Wright County Jail Facility;

- The judges of the Wright County Bench are supportive of your ongoing efforts whether those efforts include the remodeling of the existing Wright County Courthouse or construction of a new facility. The only caveat is that either option will result in a safe and adequate courthouse facility and be pursued in a timely manner. It is my impression that the above decisions will be made in June and an RFP will be ready for approval by the Board with submission to prospective bidders in July 2016.

Based upon the County Board meeting I attended this morning, it appears the Board ultimately wishes to pursue building a new court facility rather than remodeling the existing facility to address the court facility needs due to the high cost of remodeling. The Wright County Bench and judges of the Tenth District support this conclusion.

It is my understanding from the meeting this morning that the board directed county staff provide additional information in two areas. First of all, the board would like additional information from bond counsel as to financing the debt associated with new construction. Secondly, the board is seeking the cost per square foot of recent new court facility construction in other counties. The board will be considering this additional information next week. It is my understanding that the board intends to vote on whether to commit to go forward with a new building after receiving that information this month.

In light of the above, I have directed the court administrator and judges to continue to work with the county on the immediate modifications necessary in the high volume courtrooms in light of the proposed time frame of new building occupancy within the next 2-3 years. I agree with the Board that in light of a building project I am supportive of the least costly measures to support a temporary, cost effective solution to the our immediate needs given the Board's apparent commitment to proceed with a long term plan involving a new court facility in the coming weeks. However, I will also note if the consensus changes to go beyond the 2-3 year construction range then the District will have to undertake alternate plans to assure litigants and parties that court will be held in a safe and secure location going forward.

Thank you. I look forward to the board's decision next week.

Sincerely,

Hoffman, John (Washington Judge)

Digitally signed by Hoffman, John (Washington Judge)
DN: o=Minnesota Judicial, email=John.Hoffman@courts.state.mn.us, cn=Hoffman, John (Washington Judge)
Date: 2016.06.15 08:49:43 -05'00'

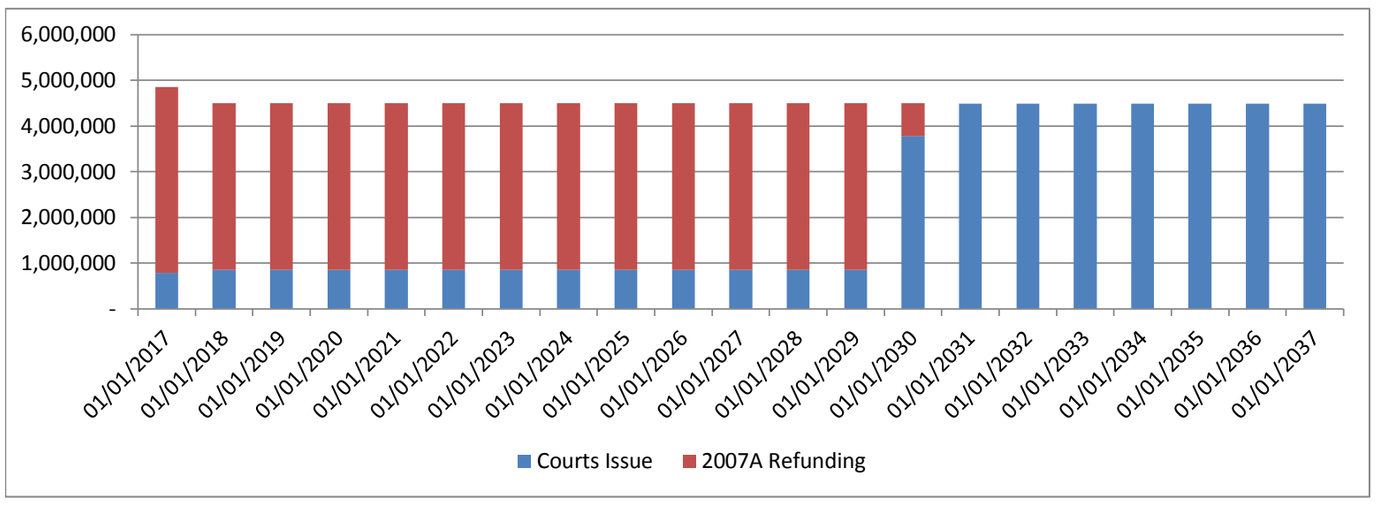
John Hoffman
Chief Judge Tenth Judicial District

cc: Monica Tschumper, Wright County Court Administrator
Michael Moriarity, Tenth District Court Administrator
Lee Kelly, Wright County Coordinator
Doug Meslow, Assistant Chief Tenth Judicial District
Wright County District Court Bench

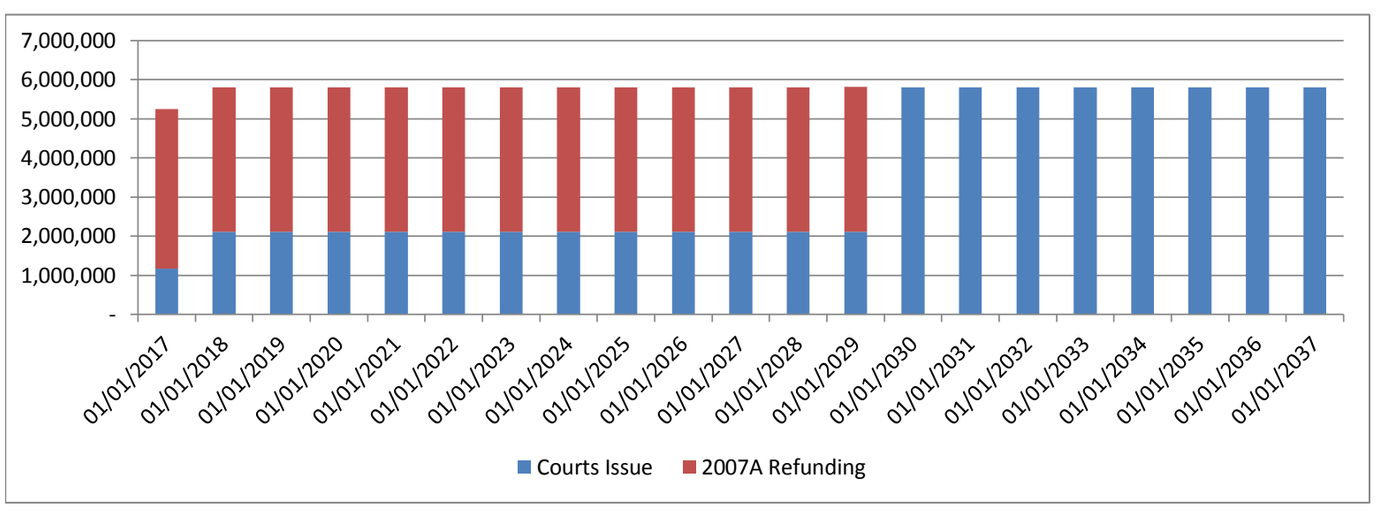
Wright County - Level Debt Service: $30 and $50 Million Courts Project Funding with Series 2007A Bond Refunding

	Scenario A: $30M Courts Funding			*Scenario B: $50M Courts Funding*		
	Courts Issue	**2007A Refunding**	**Total D/S**	**Courts Issue**	**2007A Refunding**	**Total D/S**
12/01/2017	783,613	4,071,575	4,855,188	1,177,896	4,071,575	5,249,471
12/01/2018	854,850	3,646,715	4,501,565	2,109,978	3,695,165	5,805,143
12/01/2019	854,850	3,647,355	4,502,205	2,113,378	3,695,365	5,808,743
12/01/2020	854,850	3,649,725	4,504,575	2,110,863	3,697,240	5,808,103
12/01/2021	854,850	3,648,725	4,503,575	2,112,463	3,695,690	5,808,153
12/01/2022	854,850	3,649,295	4,504,145	2,113,113	3,695,655	5,808,768
12/01/2023	854,850	3,651,315	4,506,165	2,112,793	3,697,015	5,809,808
12/01/2024	854,850	3,649,650	4,504,500	2,111,483	3,694,635	5,806,118
12/01/2025	854,850	3,647,598	4,502,448	2,113,723	3,696,785	5,810,508
12/01/2026	854,850	3,649,958	4,504,808	2,109,403	3,693,185	5,802,588
12/01/2027	854,850	3,649,730	4,504,580	2,111,755	3,696,885	5,808,640
12/01/2028	854,850	3,651,530	4,506,380	2,113,255	3,697,485	5,810,740
12/01/2029	854,850	3,648,450	4,503,300	2,118,410	3,698,145	5,816,555
12/01/2030	3,784,850	716,800	4,501,650	5,806,100		5,806,100
12/01/2031	4,494,530	-	4,494,530	5,808,780		5,808,780
12/01/2032	4,491,780	-	4,491,780	5,808,905		5,808,905
12/01/2033	4,492,980	-	4,492,980	5,806,115		5,806,115
12/01/2034	4,495,730	-	4,495,730	5,807,515		5,807,515
12/01/2035	4,493,450	-	4,493,450	5,807,475		5,807,475
12/01/2036	4,496,030	-	4,496,030	5,805,713		5,805,713
12/01/2037	4,495,950	-	4,495,950	5,809,200		5,809,200
Totals	**46,287,113**	**48,578,420**	**94,865,533**	**72,988,311**	**48,424,825**	**121,413,136**

Scenario 2A: Stand-Alone Courts Bonds with Existing 2007A Jail Bonds



Scenario 2B: Courts Bonds with 2007A Refunding - Est. Savings = $7.9 Million ($665,000 / Year in 2018-29)



783,613	4,071,575	1,177,896	4,071,575
854,850	3,646,715	2,109,978	3,695,165
854,850	3,647,355	2,113,378	3,695,365
854,850	3,649,725	2,110,863	3,697,240
854,850	3,648,725	2,112,463	3,695,690
854,850	3,649,295	2,113,113	3,695,655
854,850	3,651,315	2,112,793	3,697,015
854,850	3,649,650	2,111,483	3,694,635
854,850	3,647,598	2,113,723	3,696,785
854,850	3,649,958	2,109,403	3,693,185
854,850	3,649,730	2,111,755	3,696,885
854,850	3,651,530	2,113,255	3,697,485
854,850	3,648,450	2,118,410	3,698,145
3,784,850	716,800	5,806,100	
4,494,530		5,808,780	
4,491,780		5,808,905	
4,492,980		5,806,115	
4,495,730		5,807,515	
4,493,450		5,807,475	
4,496,030		5,805,713	
4,495,950		5,809,200	

County Court Facilities Cost Analysis
June 21, 2016

County	Project Date	Architect	Project Size	Facility Description	*Actual Cost	Actual Cost PSF	**2017 Inflated Actual Cost	**2017 Inflated PSF Cost
Crow Wing	2006	Wold	80,000	5 new courts + 1 shelled, 1 hearing rm + 1 shelled, court admin, attorney, library	$14,560,000.00	$182.00	$24,902,541.05	$311.28
Yellow Medicine	2015	Wold	23,000	2 new court rms & Sheriff's Office	$5,497,000.00	$239.00	$6,060,442.50	$263.50
Mille Lacs	2008	Vetter Johnson	48,185 + (14k shelled bsmt)	3 new court rooms, court admin, shelled basement space for future use	$9,886,295.00	$205.17	$15,336,888.38	$318.29
Blue Earth	2009	Klein McCarthy	192,000	203 bed jail, courts & support, chambers, law enforcement, 911 dispatch	$35,000,000.00	$182.29	$51,710,940.53	$269.33
Houston	2011	Klein McCarthy	65,500	courts, judicial chambers, court holding & support, law enforcement & jail	$14,000,000.00	$213.74	$18,761,338.97	$286.43
Polk	2008	Klein McCarthy	147,500	courts, judicial chambers, court holding & support, law enforcement & jail	$21,500,000.00	$145.76	$33,353,556.64	$226.13
Olmsted	2016	Klein McCarthy	27,000	Court Support, extensive vertical circulation, security screening	$11,600,000.00	$429.63	$12,180,000.00	$451.11
Pine (numbers approximate for site)	2008	BKV	100,000	3 new court suites, admin & attorney, court services, and 140 bed jail	$23,400,000.00	$234.00	$36,301,080.25	$363.01

* Actual cost includes construction cost only. Soft costs would be at 15-20% as recommended by all architects discussed with.
** Inflated costs calculated as an actual construction hard cost inflated by 5% as recommended by architectural firms

Additional Notes:
Crow Wing Judicial Center: Similar facility type & use as has been discussed for Wright County. Facility is connected to the jail. Efficiencies included existing central plant, generator, other MEP.

Olmsted County facility at a high cost psf due to extensive vertical circulation on a small footprint.

All parties listed below indicated courts themselves would cost a little over $300 psf + technology & soft costs. The general office space, admin, attorneys, etc. are less expensive, so the average of what a facility should be modeled at was consistently stated at $300 psf plus soft costs of approximately 15-20%.

Blue Earth County Justice Center achieved Leadership in Energy and Environmental Design (LEED) Silver certification

Currently, several counties are working through plans or development of courts/LEC/Jail facilities.

Information was gathered in speaking with Steve Johnson (Vetter Johnson), Joel Dunning (Wold), Bruce Schwartzman (BKV), Pete Filippi (Contegrity Group), Anthony Enright (Klein McCarthy), Danielle Reid (Klein McCarthy).

Print List in Order By: 2

1 - Fund (Page Break by Fund)
2 - Department (Totals by Dept)
3 - Vendor Number
4 - Vendor Name

Page Break By: 1

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

Explode Dist. Formulas?: N

Paid on Behalf Of Name on Audit List?: N

Type of Audit List: D

D - Detailed Audit List
S - Condensed Audit List

Save Report Options?: N

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name
5	DEPT			COUNTY BOARD		
2618	**CENTURYLINK**					
	01-005-000-0000-6203		1.37	63276699	1377523780	TELEPHONE
2618	**CENTURYLINK**		**1.37**	**1** Transactions		
3172	**POTTER/MICHAEL J**					
	01-005-000-0000-6338		855.33	REIMBURSE LODGING TRANSP TRIP		CONFERENCES & MEETINGS
3172	**POTTER/MICHAEL J**		**855.33**	**1** Transactions		
3817	**RUPP,ANDERSON,SQUIRES,WALDSPURGE**					
	01-005-000-0000-6261		3,251.96	LITIGATION WITH STATE AUDITOR		PROFESSIONAL SERVICES
3817	**RUPP,ANDERSON,SQUIRES,WALDSPURGE**		**3,251.96**	**1** Transactions		
2490	**UNITED PARCEL SERVICE**					
	01-005-000-0000-6205		2.78	SHIPPING		POSTAGE
2490	**UNITED PARCEL SERVICE**		**2.78**	**1** Transactions		
5	**DEPT Total:**		**4,111.44**	**COUNTY BOARD**	**4 Vendors**	**4 Transactions**
13	DEPT			COURT ADMINISTRATOR		
2618	**CENTURYLINK**					
	01-013-000-0000-6203		79.62	63276699	1377523780	TELEPHONE
2618	**CENTURYLINK**		**79.62**	**1** Transactions		
3458	**RIDLEY/GLENDA**					
	01-013-000-0000-6270		159.50	PR 13 3796 HRLY 5/3-5/24/16		COURT APPOINTED COUNSEL
	01-013-000-0000-6270		227.50	PR 14 4619 HRLY 5/3-5/25/16		COURT APPOINTED COUNSEL
3458	**RIDLEY/GLENDA**		**387.00**	**2** Transactions		
2490	**UNITED PARCEL SERVICE**					
	01-013-000-0000-6205		2.78	SHIPPING		POSTAGE
2490	**UNITED PARCEL SERVICE**		**2.78**	**1** Transactions		
13	**DEPT Total:**		**469.40**	**COURT ADMINISTRATOR**	**3 Vendors**	**4 Transactions**
25	DEPT			COURT SERVICES		
3702	**ANOKA COUNTY FISCAL SERVICES**					
	01-025-000-0000-6265		11,472.00	MAY 2016 JUV DET FEES	636861	DETENTION

Copyright 2010 Integrated Financial Systems

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name
3702	**ANOKA COUNTY FISCAL SERVICES**		**11,472.00**	**1** Transactions		
2618	**CENTURYLINK**					
	01-025-000-0000-6203		131.57	63276699	1377523780	TELEPHONE
2618	**CENTURYLINK**		**131.57**	**1** Transactions		
3283	**EVANS/KAREN**					
	01-025-000-0000-6331		144.00	288 MILES		TRAVEL
3283	**EVANS/KAREN**		**144.00**	**1** Transactions		
7387	**MILLER/NATHAN**					
	01-025-000-0000-6331		379.50	759 MILES		TRAVEL
7387	**MILLER/NATHAN**		**379.50**	**1** Transactions		
3921	**OFFICE DEPOT**					
	01-025-000-0000-6411		108.73	SUPPLIES 843028238001		OPERATING SUPPLIES
3921	**OFFICE DEPOT**		**108.73**	**1** Transactions		
2490	**UNITED PARCEL SERVICE**					
	01-025-000-0000-6205		2.78	SHIPPING		POSTAGE
2490	**UNITED PARCEL SERVICE**		**2.78**	**1** Transactions		
4628	**VERIZON WIRELESS**					
	01-025-000-0000-6203		576.65	887189319		TELEPHONE
4628	**VERIZON WIRELESS**		**576.65**	**1** Transactions		
25	**DEPT Total:**		**12,815.23**	**COURT SERVICES**	**7 Vendors**	**7 Transactions**
31	DEPT			COUNTY COORDINATOR		
2618	**CENTURYLINK**					
	01-031-000-0000-6203		19.50	63276699	1377523780	TELEPHONE
2618	**CENTURYLINK**		**19.50**	**1** Transactions		
4817	**HERALD JOURNAL PUBLISHING INC**					
	01-031-000-0000-6235		40.00	SUBSCRIPTION		PUBLICATIONS & BROCHURES
	01-031-000-0000-6235		17.76	PROPERTY SALE NOTICE		PUBLICATIONS & BROCHURES
4817	**HERALD JOURNAL PUBLISHING INC**		**57.76**	**2** Transactions		
3874	**HESSE/SUNNY**					

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name
	01-031-000-0000-6331		107.00	214 MILES		TRAVEL
	01-031-000-0000-6331		10.00	REIMBURSE PARKING 5/3/2016		TRAVEL
3874	**HESSE/SUNNY**		**117.00**	**2** Transactions		
2450	**MACA**					
	01-031-000-0000-6338		100.00	WORKSHOP REGISTRATION X2		CONFERENCES & MEETINGS
2450	**MACA**		**100.00**	**1** Transactions		
3921	**OFFICE DEPOT**					
	01-031-000-0000-6411		16.04	SUPPLIES 844161255001		OPERATING SUPPLIES
3921	**OFFICE DEPOT**		**16.04**	**1** Transactions		
2490	**UNITED PARCEL SERVICE**					
	01-031-000-0000-6205		2.78	SHIPPING		POSTAGE
2490	**UNITED PARCEL SERVICE**		**2.78**	**1** Transactions		
4628	**VERIZON WIRELESS**					
	01-031-000-0000-6203		50.75	887189319		TELEPHONE
4628	**VERIZON WIRELESS**		**50.75**	**1** Transactions		
31	**DEPT Total:**		**363.83**	**COUNTY COORDINATOR**	**7 Vendors**	**9 Transactions**
41	DEPT			COUNTY AUDITOR-TREASURER		
2618	**CENTURYLINK**					
	01-041-000-0000-6203		49.08	63276699	1377523780	TELEPHONE
2618	**CENTURYLINK**		**49.08**	**1** Transactions		
1264	**DELL MARKETING LP**					
	01-041-000-0000-6620		119.99	MONITOR	XJXXK1MR45	COMPUTER OR SOFTWARE PURCHASES
1264	**DELL MARKETING LP**		**119.99**	**1** Transactions		
4817	**HERALD JOURNAL PUBLISHING INC**					
	01-041-000-0000-6235		40.00	SUBSCRIPTION		PUBLICATIONS & BROCHURES
	01-041-000-0000-6235		154.66	BOARD MINUTES 4/12-5/10/2016	40	PUBLICATIONS & BROCHURES
4817	**HERALD JOURNAL PUBLISHING INC**		**194.66**	**2** Transactions		
3468	**HIIVALA/ROBERT**					
	01-041-000-0000-6331		153.50	307 MILES		TRAVEL
	01-041-000-0000-6334		13.00	REIMBURSE MEALS W/LODGING		MEALS

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	01-041-000-0000-6338		517.99	LODGING MCCC CONFERENCE		CONFERENCES & MEETINGS
3468	**HIIVALA/ROBERT**		**684.49**	**3** Transactions		
64036	**MINNESOTA STATE AUDITOR**					
	01-041-000-0000-6262		29,113.04	AUDIT SERVICES 4/20-5/31/2016	67219	STATE AUDITOR-AUDITING
	01-041-000-0000-6262		440.00	AUDIT SERVICES 4/20-5/31/2016	67221	STATE AUDITOR-AUDITING
64036	**MINNESOTA STATE AUDITOR**		**29,553.04**	**2** Transactions		
2490	**UNITED PARCEL SERVICE**					
	01-041-000-0000-6205		2.78	SHIPPING		POSTAGE
2490	**UNITED PARCEL SERVICE**		**2.78**	**1** Transactions		
7563	**VAITH/TAMMI**					
	01-041-000-0000-6331		125.00	250 MILES		TRAVEL
	01-041-000-0000-6338		11.81	REIMBURSE MEAL W/LODGING		CONFERENCES & MEETINGS
	01-041-000-0000-6338		5.29	REIMBURSE MEAL W/LODGING		CONFERENCES & MEETINGS
	01-041-000-0000-6338		517.99	LODGING MCCC CONFERENCE		CONFERENCES & MEETINGS
	01-041-000-0000-6338		10.00	REIMBURSE MEAL W/LODGING		CONFERENCES & MEETINGS
7563	**VAITH/TAMMI**		**670.09**	**5** Transactions		
4628	**VERIZON WIRELESS**					
	01-041-000-0000-6203		60.75	887189319		TELEPHONE
4628	**VERIZON WIRELESS**		**60.75**	**1** Transactions		
41	**DEPT Total:**		**31,334.88**	**COUNTY AUDITOR-TREASURER**	**8 Vendors**	**16 Transactions**
63	DEPT			IT (INFORMATIONAL TECHNOLOGY)		
2618	**CENTURYLINK**					
	01-063-000-0000-6203		20.18	63276699	1377523780	TELEPHONE
2618	**CENTURYLINK**		**20.18**	**1** Transactions		
4328	**CXTEC**					
	01-063-000-0000-6621		351.63	PHONES NEW IT STAFF	6830851	FURNITURE & EQUIPMENT
4328	**CXTEC**		**351.63**	**1** Transactions		
1425	**SHI INTERNATIONAL CORP**					
	01-063-000-0000-6624		3,945.00	BMC TRACK IT LIC IT PORTION	5044539	ENTERPRISE TECHNOLOGY
1425	**SHI INTERNATIONAL CORP**		**3,945.00**	**1** Transactions		

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2490	**UNITED PARCEL SERVICE**					
	01-063-000-0000-6261		2.78	SHIPPING		PROFESSIONAL SERVICES
2490	**UNITED PARCEL SERVICE**		**2.78**	**1** Transactions		
63	**DEPT Total:**		**4,319.59**	**IT (INFORMATIONAL TECHNOLOGY)**	**4 Vendors**	**4 Transactions**
71	DEPT			ELECTIONS		
4817	**HERALD JOURNAL PUBLISHING INC**					
	01-071-000-0000-6235		5.55	ELECTION NOTICE		PUBLICATIONS & BROCHURES
4817	**HERALD JOURNAL PUBLISHING INC**		**5.55**	**1** Transactions		
2490	**UNITED PARCEL SERVICE**					
	01-071-000-0000-6205		2.78	SHIPPING		POSTAGE
2490	**UNITED PARCEL SERVICE**		**2.78**	**1** Transactions		
71	**DEPT Total:**		**8.33**	**ELECTIONS**	**2 Vendors**	**2 Transactions**
91	DEPT			COUNTY ATTORNEY		
2618	**CENTURYLINK**					
	01-091-000-0000-6203		62.72	63276699	1377523780	TELEPHONE
2618	**CENTURYLINK**		**62.72**	**1** Transactions		
1744	**CONSTELLATION JUSTICE SYSTEMS**					
	01-091-000-0000-6385		16,162.00	DAMION/ORACLE MAINT FEES	MAWRIGHTMN18	DATA PROCESSING
1744	**CONSTELLATION JUSTICE SYSTEMS**		**16,162.00**	**1** Transactions		
1264	**DELL MARKETING LP**					
	01-091-000-0000-6620		119.99	MONITOR	XJXMMDNM5	COMPUTER OR SOFTWARE PURCHASES
1264	**DELL MARKETING LP**		**119.99**	**1** Transactions		
586	**FRAZIER/TERRY**					
	01-091-000-0000-6331		76.00	152 MILES		TRAVEL
586	**FRAZIER/TERRY**		**76.00**	**1** Transactions		
1130	**MN ATTORNEY GENERALS OFFICE**					
	01-091-000-0000-6338		85.00	LAW SEMINAR ERICKSON		CONFERENCES & MEETINGS
1130	**MN ATTORNEY GENERALS OFFICE**		**85.00**	**1** Transactions		

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1347	**MN COUNTY ATTORNEYS ASSOCIATION**					
	01-091-000-0000-6338		125.00	SEMINAR ERICKSON	200000820	CONFERENCES & MEETINGS
1347	**MN COUNTY ATTORNEYS ASSOCIATION**		**125.00**	**1** Transactions		
3921	**OFFICE DEPOT**					
	01-091-000-0000-6411		33.33	SUPPLIES 843244502001		OPERATING SUPPLIES
	01-091-000-0000-6411		365.11	SUPPLIES 843244430001		OPERATING SUPPLIES
3921	**OFFICE DEPOT**		**398.44**	**2** Transactions		
2490	**UNITED PARCEL SERVICE**					
	01-091-000-0000-6205		2.78	SHIPPING		POSTAGE
2490	**UNITED PARCEL SERVICE**		**2.78**	**1** Transactions		
1537	**WRIGHT COUNTY JOURNAL PRESS**					
	01-091-000-0000-6235		39.00	SUBSCRIPTION		PUBLICATIONS & BROCHURES
1537	**WRIGHT COUNTY JOURNAL PRESS**		**39.00**	**1** Transactions		
91	**DEPT Total:**		**17,070.93**	**COUNTY ATTORNEY**	**9 Vendors**	**10 Transactions**
100	DEPT			OTHER GENERAL GOVERNMENT		
1709	**ALLINA HOSPITALS & CLINICS**					
	01-100-000-0000-6261		150.00	PRE PLACEMENT SCREENS X2	1410000927	PROFESSIONAL SERVICES
1709	**ALLINA HOSPITALS & CLINICS**		**150.00**	**1** Transactions		
3503	**HAGEN, CHRISTENSEN & MCILWAIN ARCH**					
	01-100-000-0000-6605		5,725.82	PROFESSIONAL SERVICES GC	16381	SITE IMPROVEMENTS-COURTHOUSE
3503	**HAGEN, CHRISTENSEN & MCILWAIN ARCH**		**5,725.82**	**1** Transactions		
3280	**RATWIK,ROSZAK,&MALONEY**					
	01-100-000-0000-6261		2,297.72	PROFESSIONAL SERVICES	6012016	PROFESSIONAL SERVICES
3280	**RATWIK,ROSZAK,&MALONEY**		**2,297.72**	**1** Transactions		
100	**DEPT Total:**		**8,173.54**	**OTHER GENERAL GOVERNMENT**	**3 Vendors**	**3 Transactions**
101	DEPT			COUNTY RECORDER		
2618	**CENTURYLINK**					
	01-101-000-0000-6203		3.68	63276699	1377523780	TELEPHONE

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2618	**CENTURYLINK**		**3.68**	**1** Transactions		
2490	**UNITED PARCEL SERVICE**					
	01-101-000-0000-6205		2.78	SHIPPING		POSTAGE
2490	**UNITED PARCEL SERVICE**		**2.78**	**1** Transactions		
101	**DEPT Total:**		**6.46**	**COUNTY RECORDER**	**2 Vendors**	**2 Transactions**
103	DEPT			SURVEYOR		
2618	**CENTURYLINK**					
	01-103-000-0000-6203		5.04	63276699	1377523780	TELEPHONE
2618	**CENTURYLINK**		**5.04**	**1** Transactions		
7340	**JOBE/STEVEN**					
	01-103-000-0000-6245		122.00	REIMBURSE PROFESSIONAL LIC		MEMBERSHIPS, DUES & FEES
7340	**JOBE/STEVEN**		**122.00**	**1** Transactions		
2490	**UNITED PARCEL SERVICE**					
	01-103-000-0000-6205		2.78	SHIPPING		POSTAGE
2490	**UNITED PARCEL SERVICE**		**2.78**	**1** Transactions		
4628	**VERIZON WIRELESS**					
	01-103-000-0000-6203		293.75	887189319		TELEPHONE
	01-103-000-0000-6203		25.02	887189319		TELEPHONE
4628	**VERIZON WIRELESS**		**318.77**	**2** Transactions		
103	**DEPT Total:**		**448.59**	**SURVEYOR**	**4 Vendors**	**5 Transactions**
105	DEPT			ASSESSOR		
2618	**CENTURYLINK**					
	01-105-000-0000-6203		48.26	63276699	1377523780	TELEPHONE
2618	**CENTURYLINK**		**48.26**	**1** Transactions		
999999998	**TONYS SHARP EDGE AND CREATIONS**					
	01-105-000-0000-6301		5.00	PAPER CUTTER BLADE SHARPEN		REPAIRS & MAINTENANCE
999999998	**TONYS SHARP EDGE AND CREATIONS**		**5.00**	**1** Transactions		
6392	**TRIPLETT/KEITH**					

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	01-105-000-0000-6331		6.00	REIMBURSE PARKING		TRAVEL
6392	**TRIPLETT/KEITH**		**6.00**	**1** Transactions		
2490	**UNITED PARCEL SERVICE**					
	01-105-000-0000-6205		2.78	SHIPPING		POSTAGE
2490	**UNITED PARCEL SERVICE**		**2.78**	**1** Transactions		
105	**DEPT Total:**		**62.04**	**ASSESSOR**	**4 Vendors**	**4 Transactions**
107	DEPT			PLANNING AND ZONING		
2618	**CENTURYLINK**					
	01-107-000-0000-6203		33.40	63276699	1377523780	TELEPHONE
2618	**CENTURYLINK**		**33.40**	**1** Transactions		
4817	**HERALD JOURNAL PUBLISHING INC**					
	01-107-000-0000-6235		12.60	LEGAL NOTICE PUBLICATION FEES		PUBLICATIONS & BROCHURES
4817	**HERALD JOURNAL PUBLISHING INC**		**12.60**	**1** Transactions		
3921	**OFFICE DEPOT**					
	01-107-000-0000-6411		39.99	SUPPLIES 841964638001		OPERATING SUPPLIES
	01-107-000-0000-6411		28.34	SUPPLIES 843864264001		OPERATING SUPPLIES
	01-107-000-0000-6411		23.98	SUPPLIES 840628184001		OPERATING SUPPLIES
3921	**OFFICE DEPOT**		**92.31**	**3** Transactions		
1192	**TOTAL PRINTING**					
	01-107-000-0000-6411		142.00	INSPECTION NOTICES	11013	OPERATING SUPPLIES
1192	**TOTAL PRINTING**		**142.00**	**1** Transactions		
2490	**UNITED PARCEL SERVICE**					
	01-107-000-0000-6205		2.78	SHIPPING		POSTAGE
2490	**UNITED PARCEL SERVICE**		**2.78**	**1** Transactions		
107	**DEPT Total:**		**283.09**	**PLANNING AND ZONING**	**5 Vendors**	**7 Transactions**
111	DEPT			BUILDING CARE		
1075	**BUFFALO/CITY OF**					
	01-111-000-0000-6251		141.16	01 147020 03		UTILITY SERVICES
	01-111-000-0000-6251		13,810.63	02 068000 00		UTILITY 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
	01-111-000-0000-6251		1,600.00	02 068010 00		UTILITY SERVICES
	01-111-000-0000-6251		6,058.95	02 069000 00		UTILITY SERVICES
	01-111-000-0000-6251		3,367.54	08 052100 03		UTILITY SERVICES
1075	**BUFFALO/CITY OF**		**24,978.28**	**5** Transactions		
2812	**GRAINGER**					
	01-111-000-0000-6301		528.71	SUPPLIES	9128293678	REPAIRS & MAINTENANCE
	01-111-000-0000-6302		277.92	SUPPLIES	9129542370	JAIL/LEC REPAIRS AND MAINTENANCE
	01-111-000-0000-6411		129.98	SUPPLIES	9132042996	OPERATING SUPPLIES
	01-111-000-0000-6411		28.16	SUPPLIES	9132043002	OPERATING SUPPLIES
2812	**GRAINGER**		**964.77**	**4** Transactions		
2001	**HILLYARD INC - MINNEAPOLIS**					
	01-111-000-0000-6411		545.00	SUPPLIES	602103103	OPERATING SUPPLIES
	01-111-000-0000-6411		564.12	SUPPLIES	602103104	OPERATING SUPPLIES
2001	**HILLYARD INC - MINNEAPOLIS**		**1,109.12**	**2** Transactions		
2693	**LOBERG ELECTRIC**					
	01-111-000-0000-6301		114.15	REPAIRS SENSOR SWITCH GC	23967	REPAIRS & MAINTENANCE
2693	**LOBERG ELECTRIC**		**114.15**	**1** Transactions		
7510	**MENARDS - BUFFALO**					
	01-111-000-0000-6412		18.96	SUPPLIES	11340	JAIL/LEC OPERATING SUPPLIES
7510	**MENARDS - BUFFALO**		**18.96**	**1** Transactions		
2285	**METRO GROUP INC/THE**					
	01-111-000-0000-6411		5,502.00	VAPORENE GC	456712	OPERATING SUPPLIES
2285	**METRO GROUP INC/THE**		**5,502.00**	**1** Transactions		
6836	**MN ELEVATOR INC**					
	01-111-000-0000-6301		9,183.95	ANNUAL ELEVATOR MAINT GC	664478	REPAIRS & MAINTENANCE
	01-111-000-0000-6302		4,957.67	ANNUAL ELEVATOR MAINT LEC	664478	JAIL/LEC REPAIRS AND MAINTENANCE
6836	**MN ELEVATOR INC**		**14,141.62**	**2** Transactions		
7469	**NORTHLAND CHEMICAL CORPORATION**					
	01-111-000-0000-6411		205.76	SUPPLIES GC	5061427	OPERATING SUPPLIES
7469	**NORTHLAND CHEMICAL CORPORATION**		**205.76**	**1** Transactions		
3687	**VOSS LIGHTING**					

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	01-111-000-0000-6411		48.90	LIGHT BULBS GC	1528598400	OPERATING SUPPLIES
3687	**VOSS LIGHTING**		**48.90**	**1** Transactions		
111	**DEPT Total:**		**47,083.56**	**BUILDING CARE**	**9 Vendors**	**18 Transactions**
121	DEPT			VETERANS SERVICE		
2618	**CENTURYLINK**					
	01-121-000-0000-6203		11.32	63276699	1377523780	TELEPHONE
2618	**CENTURYLINK**		**11.32**	**1** Transactions		
3781	**FIGLIUZZI/LAUNETTE**					
	01-121-000-0000-6331		368.00	736 MILES		TRAVEL
3781	**FIGLIUZZI/LAUNETTE**		**368.00**	**1** Transactions		
2490	**UNITED PARCEL SERVICE**					
	01-121-000-0000-6205		2.78	SHIPPING		POSTAGE
2490	**UNITED PARCEL SERVICE**		**2.78**	**1** Transactions		
121	**DEPT Total:**		**382.10**	**VETERANS SERVICE**	**3 Vendors**	**3 Transactions**
201	DEPT			SHERIFF		
1709	**ALLINA HOSPITALS & CLINICS**					
	01-201-000-0000-6411		2,352.00	AED ELECTRODES/BATTERIES	110020798	OPERATING SUPPLIES
1709	**ALLINA HOSPITALS & CLINICS**		**2,352.00**	**1** Transactions		
4340	**APPLIED CONCEPTS INC**					
	01-201-000-0000-6621		7,350.00	DSR 2 ANTENNA RADAR SYSTEMS	289722	FURNITURE & EQUIPMENT
4340	**APPLIED CONCEPTS INC**		**7,350.00**	**1** Transactions		
685	**AT & T**					
	01-201-000-0000-6261		175.00	ICR #16014701 SUBPOENA 2021957	216585	PROFESSIONAL SERVICES
685	**AT & T**		**175.00**	**1** Transactions		
5721	**CDW GOVERNMENT INC**					
	01-201-000-0000-6620		4,130.00	MONITORS	DGW9339	COMPUTER OR SOFTWARE PURCHASES
5721	**CDW GOVERNMENT INC**		**4,130.00**	**1** Transactions		
2609	**CENTURYLINK**					

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	01-201-000-0000-6301		70.54	612 B60 0057 390		REPAIRS & MAINTENANCE
	01-201-000-0000-6301		423.24	612 E60 0024 457		REPAIRS & MAINTENANCE
	01-201-000-0000-6301		70.54	612 E60 0047 389		REPAIRS & MAINTENANCE
2609	**CENTURYLINK**		**564.32**	**3** Transactions		
2618	**CENTURYLINK**					
	01-201-000-0000-6203		161.56	63276699	1377523780	TELEPHONE
2618	**CENTURYLINK**		**161.56**	**1** Transactions		
2828	**CUSTOM TOWING LLC**					
	01-201-000-0000-6261		250.00	16015942		PROFESSIONAL SERVICES
2828	**CUSTOM TOWING LLC**		**250.00**	**1** Transactions		
19621	**ECM PUBLISHERS INC**					
	01-201-000-0000-6235		40.00	SUBSCRIPTION		PUBLICATIONS & BROCHURES
19621	**ECM PUBLISHERS INC**		**40.00**	**1** Transactions		
1628	**JUNCTION TOWING & AUTO REPAIR**					
	01-201-000-0000-6261		597.00	16014701	42730	PROFESSIONAL SERVICES
	01-201-000-0000-6261		525.00	16014701	42770	PROFESSIONAL SERVICES
	01-201-000-0000-6261		65.00	16014701	42775	PROFESSIONAL SERVICES
1628	**JUNCTION TOWING & AUTO REPAIR**		**1,187.00**	**3** Transactions		
97	**KLATT TRUE VALUE ELECTRIC**					
	01-201-000-0000-6411		198.43	RENT TABLES LEC OPEN HOUSE	60192	OPERATING SUPPLIES
97	**KLATT TRUE VALUE ELECTRIC**		**198.43**	**1** Transactions		
6841	**L3 COMMUNICATIONS INC**					
	01-201-000-0000-6411		2,552.55	CABLE EXTENSIONS	0240918IN	OPERATING SUPPLIES
6841	**L3 COMMUNICATIONS INC**		**2,552.55**	**1** Transactions		
3844	**NET TRANSCRIPTS INC**					
	01-201-000-0000-6261		429.01	TRANSCRIBE STATEMENTS	7863IN	PROFESSIONAL SERVICES
3844	**NET TRANSCRIPTS INC**		**429.01**	**1** Transactions		
2615	**PETERSON'S TOWING & RECOVERY**					
	01-201-000-0000-6261		102.00	16015768	7083	PROFESSIONAL SERVICES
2615	**PETERSON'S TOWING & RECOVERY**		**102.00**	**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
999999998	**SCOTTS SOUTHTOWN AND TOWING**					
	01-201-000-0000-6261		75.00	16014701	11041	PROFESSIONAL SERVICES
999999998	**SCOTTS SOUTHTOWN AND TOWING**		**75.00**	**1** Transactions		
6641	**THOMSON REUTERS WEST PUBLISHING C**					
	01-201-000-0000-6261		183.75	CLEAR SUBSCRIPTION MAY 2016	834120844	PROFESSIONAL SERVICES
6641	**THOMSON REUTERS WEST PUBLISHING C**		**183.75**	**1** Transactions		
4628	**VERIZON WIRELESS**					
	01-201-000-0000-6203		501.99	887189319		TELEPHONE
	01-201-000-0000-6203		99.99	EQUIP 763 453 0610		TELEPHONE
4628	**VERIZON WIRELESS**		**601.98**	**2** Transactions		
201	**DEPT Total:**		**20,352.60**	**SHERIFF**	**16 Vendors**	**21 Transactions**
250	DEPT			SHERIFF-CORRECTIONS		
4268	**ABBOTT NORTHWESTERN HOSPITAL**					
	01-250-000-0000-6458		95.52	MEDICAL TESTS 8/18/15	XRQ265695Z02	JAIL MEDICAL
	01-250-000-0000-6458		95.52	MEDICAL TESTS 9/22/15	XRQ282646Z02	JAIL MEDICAL
4268	**ABBOTT NORTHWESTERN HOSPITAL**		**191.04**	**2** Transactions		
3301	**ALLINA HEALTH**					
	01-250-000-0000-6458		438.50	TRANSPORT INMATE HOSPITAL	TR002393271	JAIL MEDICAL
	01-250-000-0000-6458		442.68	TRANSPORT INMATE HOSPITAL	TR002674651	JAIL MEDICAL
3301	**ALLINA HEALTH**		**881.18**	**2** Transactions		
6158	**ARAMARK SERVICES INC**					
	01-250-000-0000-6459		7,880.48	INMATE MEALS 5/26-6/1/16	2007233000113	LAW ENFORCE-JAIL FOOD-LAUNDRY
	01-250-000-0000-6459		7,818.00	INMATE MEALS 6/2-6/8/16	2007233000115	LAW ENFORCE-JAIL FOOD-LAUNDRY
6158	**ARAMARK SERVICES INC**		**15,698.48**	**2** Transactions		
881	**BOB BARKER COMPANY INC**					
	01-250-000-0000-6411		2,100.30	INMATE CLOTHING ORDER	1001292128	OPERATING SUPPLIES
881	**BOB BARKER COMPANY INC**		**2,100.30**	**1** Transactions		
2618	**CENTURYLINK**					
	01-250-000-0000-6203		95.30	63276699	1377523780	TELEPHONE
2618	**CENTURYLINK**		**95.30**	**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
1264	**DELL MARKETING LP**					
	01-250-000-0000-6620		479.96	MONITOR X4	XJXFMTF84	COMPUTER OR SOFTWARE PURCHASES
1264	**DELL MARKETING LP**		**479.96**	**1** Transactions		
6648	**GCS SERVICE INC**					
	01-250-000-0000-6459		617.59	REPAIRS WALK IN COOLER GASKET	94294518	LAW ENFORCE-JAIL FOOD-LAUNDRY
6648	**GCS SERVICE INC**		**617.59**	**1** Transactions		
5756	**KEEPRS INC**					
	01-250-000-0000-6806		429.17	UNIFORMS WOJCIECHOWSKI	305812	UNIFORM ALLOWANCE
5756	**KEEPRS INC**		**429.17**	**1** Transactions		
69	**MN BUREAU OF CRIMINAL APPREHENSIOI**					
	01-250-000-0000-6804		240.00	ORGANIZATIONAL TRANSFORMATION	24745102615	STAFF TRAINING
69	**MN BUREAU OF CRIMINAL APPREHENSIOI**		**240.00**	**1** Transactions		
1331	**MN SHERIFFS ASSOCIATION**					
	01-250-000-0000-6804		660.00	CONFERENCE X4	115190	STAFF TRAINING
	01-250-000-0000-6804		100.00	CONFERENCE O' MALLEY	115200	STAFF TRAINING
1331	**MN SHERIFFS ASSOCIATION**		**760.00**	**2** Transactions		
3921	**OFFICE DEPOT**					
	01-250-000-0000-6458		427.25	SUPPLIES 843487918001		JAIL MEDICAL
	01-250-000-0000-6411		143.12	SUPPLIES 843488073001	843488073001	OPERATING SUPPLIES
3921	**OFFICE DEPOT**		**570.37**	**2** Transactions		
3435	**THRIFTY WHITE PHARMACY**					
	01-250-000-0000-6458		127.09	MAY STOCK MEDS	016331	JAIL MEDICAL
	01-250-000-0000-6458		1,909.31	MAY PRIVATE ACCOUNTS	783586	JAIL MEDICAL
	01-250-000-0000-6458		300.13	MAY CYCLE PRIVATE ACCOUNTS	783586	JAIL MEDICAL
3435	**THRIFTY WHITE PHARMACY**		**2,336.53**	**3** Transactions		
74329	**WRIGHT COUNTY JAIL ADMIN**					
	01-250-000-0000-6261		6.00	DOC INMATE TRAIN		PROFESSIONAL SERVICES
74329	**WRIGHT COUNTY JAIL ADMIN**		**6.00**	**1** Transactions		
250	**DEPT Total:**		**24,405.92**	**SHERIFF-CORRECTIONS**	**13 Vendors**	**20 Transactions**
521	DEPT			PARKS		

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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
1317	**ANNANDALE ROCK PRODUCTS**					
	01-521-000-0000-6301		67.26	WASHED SAND	37906	REPAIRS & MAINTENANCE
	01-521-000-0000-6301		70.34	WASHED SAND	37957	REPAIRS & MAINTENANCE
1317	**ANNANDALE ROCK PRODUCTS**		**137.60**	**2** Transactions		
4575	**ARCTIC GLACIER USA INC**					
	01-521-000-0000-6807		173.88	ICE FOR RESALE	1750106	MATERIALS FOR RE-SALE - POP ETC.
4575	**ARCTIC GLACIER USA INC**		**173.88**	**1** Transactions		
2618	**CENTURYLINK**					
	01-521-000-0000-6203		7.50	63276699	1377523780	TELEPHONE
2618	**CENTURYLINK**		**7.50**	**1** Transactions		
2524	**GREEN VIEW INC**					
	01-521-000-0000-6117		21,787.34	MAY 2016 CONTRACT PAYMENT		CONTRACT CARETAKERS
2524	**GREEN VIEW INC**		**21,787.34**	**1** Transactions		
512	**KNIFE RIVER CORPORATION - NORTH CEN**					
	01-521-000-0000-6411		132.60	SONOTUBES FOR FOOTINGS	433617	OPERATING SUPPLIES
512	**KNIFE RIVER CORPORATION - NORTH CEN**		**132.60**	**1** Transactions		
1721	**M-R SIGN COMPANY INC**					
	01-521-000-0000-6411		628.30	SIGNS BERTRAM	190852	OPERATING SUPPLIES
1721	**M-R SIGN COMPANY INC**		**628.30**	**1** Transactions		
1706	**MARTIN MARIETTA MATERIALS**					
	01-521-000-0000-6301		340.26	CLASS 2 AGGREGATE	17773248	REPAIRS & MAINTENANCE
1706	**MARTIN MARIETTA MATERIALS**		**340.26**	**1** Transactions		
7510	**MENARDS - BUFFALO**					
	01-521-000-0000-6411		137.19	SUPPLIES	15177	OPERATING SUPPLIES
7510	**MENARDS - BUFFALO**		**137.19**	**1** Transactions		
507	**MIDWAY IRON & METAL CO INC**					
	01-521-000-0000-6411		67.09	STEEL FOR REPAIRS	316197	OPERATING SUPPLIES
507	**MIDWAY IRON & METAL CO INC**		**67.09**	**1** Transactions		
3572	**MINGO/DONALD**					
	01-521-000-0000-6451		30.01	REIMBURSE GAS UNIT #642		FUEL - LUBE ETC

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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
3572	**MINGO/DONALD**		**30.01**	**1** Transactions		
6832	**MINI BIFF LLC**					
	01-521-000-0000-6301		1,064.40	PORTA TOILET RENTALS		REPAIRS & MAINTENANCE
6832	**MINI BIFF LLC**		**1,064.40**	**1** Transactions		
1678	**MN NATIVE LANDSCAPES**					
	01-521-000-0000-6261		2,794.00	SERVICE PRESCRIBED BURN	13424	PROFESSIONAL SERVICES
1678	**MN NATIVE LANDSCAPES**		**2,794.00**	**1** Transactions		
2875	**NUT MAN/THE**					
	01-521-000-0000-6807		53.00	ITEMS FOR RESALE	46379	MATERIALS FOR RE-SALE - POP ETC.
2875	**NUT MAN/THE**		**53.00**	**1** Transactions		
3236	**RMB ENVIRONMENTAL LABORATORIES IN**					
	01-521-000-0000-6261		65.00	LAB TEST BEACH WATER	305589	PROFESSIONAL SERVICES
3236	**RMB ENVIRONMENTAL LABORATORIES IN**		**65.00**	**1** Transactions		
1281	**TOWMASTER**					
	01-521-000-0000-6452		124.40	SPRINGS UNIT #669	381385	VEHICLE MAINTENANCE
1281	**TOWMASTER**		**124.40**	**1** Transactions		
2490	**UNITED PARCEL SERVICE**					
	01-521-000-0000-6205		14.18	SHIPPING		POSTAGE
2490	**UNITED PARCEL SERVICE**		**14.18**	**1** Transactions		
4628	**VERIZON WIRELESS**					
	01-521-000-0000-6203		67.60	887189319		TELEPHONE
4628	**VERIZON WIRELESS**		**67.60**	**1** Transactions		
1535	**WRIGHT HENNEPIN ELECTRIC**					
	01-521-000-0000-6251		1,344.53	ELECTRIC SERVICES	10810311200	UTILITY SERVICES - ELECTRICITY
1535	**WRIGHT HENNEPIN ELECTRIC**		**1,344.53**	**1** Transactions		
4433	**XCEL ENERGY**					
	01-521-000-0000-6251		48.62	51 4402453 3	504177734	UTILITY SERVICES - ELECTRICITY
4433	**XCEL ENERGY**		**48.62**	**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
521	**DEPT Total:**		**29,017.50**	**PARKS**	**19 Vendors**	**20 Transactions**
603	DEPT			EXTENSION		
2618	**CENTURYLINK**					
	01-603-000-0000-6203		12.27	63276699	1377523780	TELEPHONE
2618	**CENTURYLINK**		**12.27**	**1** Transactions		
2490	**UNITED PARCEL SERVICE**					
	01-603-000-0000-6205		2.78	SHIPPING		POSTAGE
2490	**UNITED PARCEL SERVICE**		**2.78**	**1** Transactions		
4628	**VERIZON WIRELESS**					
	01-603-000-0000-6203		80.02	887189319		TELEPHONE
4628	**VERIZON WIRELESS**		**80.02**	**1** Transactions		
603	**DEPT Total:**		**95.07**	**EXTENSION**	**3 Vendors**	**3 Transactions**
1	**Fund Total:**		**200,804.10**	**GENERAL REVENUE FUND**		**162 Transactions**

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name
282	DEPT			NUCLEAR POWER PLANT		
	2490 **UNITED PARCEL SERVICE**					
	02-282-000-0000-6205		2.78	SHIPPING		POSTAGE
	2490 UNITED PARCEL SERVICE		**2.78**	**1** Transactions		
282	**DEPT Total:**		**2.78**	**NUCLEAR POWER PLANT**	**1 Vendors**	**1 Transactions**
2	**Fund Total:**		**2.78**	**RESERVES FUND**		**1 Transactions**

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name
310	DEPT			HIGHWAY ADMINISTRATION		
2618	**CENTURYLINK**					
	03-310-000-0000-6203		9.68	63276699	1377523780	TELEPHONE
2618	**CENTURYLINK**		**9.68**	**1** Transactions		
3655	**CENTURYLINK (HWY USE)**					
	03-310-000-0000-6203		133.18	FIRE ALARM - HWY DEPT 062116	7636824213	TELEPHONE
	03-310-000-0000-6203		66.59	BU LINE 911 HWY DEPT 062116	7636826301	TELEPHONE
	03-310-000-0000-6203		32.40	MODEM LINE-HWY 062116	7636829707	TELEPHONE
3655	**CENTURYLINK (HWY USE)**		**232.17**	**3** Transactions		
3921	**OFFICE DEPOT**					
	03-310-000-0000-6409		62.99	OFFICE SUPPLIES 062116	84323252	OFFICE SUPPLIES
	03-310-000-0000-6409		55.30	OFFICE SUPPLIES 062116	84408091	OFFICE SUPPLIES
3921	**OFFICE DEPOT**		**118.29**	**2** Transactions		
6759	**RTVISION INC**					
	03-310-000-0000-6260		1,894.75	TIMECARD PLUS LIC RENEW 062116	12378	SOFTWARE OR SYSTEMS SUPPORT
6759	**RTVISION INC**		**1,894.75**	**1** Transactions		
2490	**UNITED PARCEL SERVICE**					
	03-310-000-0000-6205		2.78	SHIPPING		POSTAGE
2490	**UNITED PARCEL SERVICE**		**2.78**	**1** Transactions		
4628	**VERIZON WIRELESS**					
	03-310-000-0000-6203		605.20	887189319		TELEPHONE
	03-310-000-0000-6203		25.02	887189319		TELEPHONE
4628	**VERIZON WIRELESS**		**630.22**	**2** Transactions		
310	**DEPT Total:**		**2,887.89**	**HIGHWAY ADMINISTRATION**	**6 Vendors**	**10 Transactions**
320	DEPT			HIGHWAY ENGINEERING		
7510	**MENARDS - BUFFALO**					
	03-320-000-0000-6503		22.92	ENG SUPPLY 062116	15050	ENGINEERING FIELD SUPPLIES
7510	**MENARDS - BUFFALO**		**22.92**	**1** Transactions		
320	**DEPT Total:**		**22.92**	**HIGHWAY ENGINEERING**	**1 Vendors**	**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
330	DEPT			HIGHWAY MAINTENANCE		
1317	**ANNANDALE ROCK PRODUCTS**					
	03-330-000-0000-6540		1,836.64	CULV PROJECT 062116	37817	COUNTY WIDE CULVERT PROJECTS
1317	**ANNANDALE ROCK PRODUCTS**		**1,836.64**	**1** Transactions		
1706	**MARTIN MARIETTA MATERIALS**					
	03-330-000-0000-6535		2,086.42	RIP RAP 062116	17773244	ROCK & RIPRAP
1706	**MARTIN MARIETTA MATERIALS**		**2,086.42**	**1** Transactions		
3515	**RCM SPECIALTIES INC**					
	03-330-000-0000-6536		1,791.40	CRS2 OIL 062116	5521	CUTBACK OILS
	03-330-000-0000-6536		1,484.60	CRS2 OIL 062116	5524	CUTBACK OILS
3515	**RCM SPECIALTIES INC**		**3,276.00**	**2** Transactions		
4433	**XCEL ENERGY**					
	03-330-000-0000-6543		19.96	LIGHT IN ST MICHAEL 062116	10822655	TRAFFIC SIGNALS
	03-330-000-0000-6543		20.04	LIGHT IN ST MICHAEL 062116	10822666	TRAFFIC SIGNALS
	03-330-000-0000-6543		20.38	9500 30TH ST NE 062116	10822677	TRAFFIC SIGNALS
	03-330-000-0000-6543		19.90	LIGHT IN ST MICHAEL 062116	11685923	TRAFFIC SIGNALS
4433	**XCEL ENERGY**		**80.28**	**4** Transactions		
330	**DEPT Total:**		**7,279.34**	**HIGHWAY MAINTENANCE**	**4 Vendors**	**8 Transactions**
340	DEPT			HIGHWAY SHOP MAINTENANCE		
6156	**AMERIPRIDE SERVICES**					
	03-340-000-0000-6411		49.41	SHOP SUPPLIES WEEK 6-14 062116	00793246	OPERATING SUPPLIES
	03-340-000-0000-6599		26.84	RUGS - WEEK JUNE 14 062116	00793246	BUILDING MAINTENANCE-P.W.BLDG.
6156	**AMERIPRIDE SERVICES**		**76.25**	**2** Transactions		
4858	**BUFFALO AUTO VALUE**					
	03-340-000-0000-6411		9.99	SHOP EQUIPMENT 062116	82109203	OPERATING SUPPLIES
4858	**BUFFALO AUTO VALUE**		**9.99**	**1** Transactions		
7544	**CENTRA SOTA COOPERATIVE - BUFFALO**					
	03-340-000-0000-6563		1,722.14	DIESEL FUEL 062116	4223819	DIESEL
	03-340-000-0000-6563		1,431.79	DIESEL FUEL 062116	6112956	DIESEL
	03-340-000-0000-6563		15,210.00	DIESEL FUEL 062116	8103403	DIESEL
	03-340-000-0000-6564		16,627.96	UNLEADED FUEL 062116	8103411	UNLEADED GASOLINE

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7544	**CENTRA SOTA COOPERATIVE - BUFFALO**		**34,991.89**	**4** Transactions		
1118	**CULLIGAN OF BUFFALO**					
	03-340-000-0000-6596		53.10	COKATO SERVICE 062116	10673341-8	UTILITIES-OUTLYING SHOPS
	03-340-000-0000-6596		27.45	FR LAKE SOFTENER SERV 062116	173095103896	UTILITIES-OUTLYING SHOPS
1118	**CULLIGAN OF BUFFALO**		**80.55**	**2** Transactions		
3041	**GLUNZ CONSTRUCTION SEPTIC SERVICE**					
	03-340-000-0000-6597		130.00	PUMP MAPLE LAKE TANK 062116	319683	BUILDING MAINTENANCE-OUTLYING SHO
3041	**GLUNZ CONSTRUCTION SEPTIC SERVICE**		**130.00**	**1** Transactions		
7510	**MENARDS - BUFFALO**					
	03-340-000-0000-6574		6.90	PARTS ACCT 32030263 062116	15471	REPAIR PARTS
7510	**MENARDS - BUFFALO**		**6.90**	**1** Transactions		
600	**MORRIES PARTS & SERVICE GROUP**					
	03-340-000-0000-6574		166.39	REPAIR PARTS 062116	501168FOW	REPAIR PARTS
	03-340-000-0000-6574		121.91	REPAIR PARTS 062116	501183FOW	REPAIR PARTS
600	**MORRIES PARTS & SERVICE GROUP**		**288.30**	**2** Transactions		
4221	**PRINSCO INC**					
	03-340-000-0000-6599		384.00	CATCH BASIN 062116	25351110	BUILDING MAINTENANCE-P.W.BLDG.
4221	**PRINSCO INC**		**384.00**	**1** Transactions		
926	**ROYAL TIRE INC**					
	03-340-000-0000-6570		14.00	TIRES 062116	1-607481	TIRES
	03-340-000-0000-6570		42.00	TIRES 062116	1-607925	TIRES
	03-340-000-0000-6570		970.44	TIRES 062116	1-607943	TIRES
	03-340-000-0000-6570		1,179.36	TIRES 062116	1-607944	TIRES
926	**ROYAL TIRE INC**		**2,205.80**	**4** Transactions		
6221	**SUBURBAN TIRE WHOLESALE INC**					
	03-340-000-0000-6570		4,246.28	TIRES 062116	10139771	TIRES
6221	**SUBURBAN TIRE WHOLESALE INC**		**4,246.28**	**1** Transactions		
4277	**WALMART COMMUNITY GEMB**					
	03-340-000-0000-6411		11.88	GLUE 6032202000277815 062116		OPERATING SUPPLIES
4277	**WALMART COMMUNITY GEMB**		**11.88**	**1** Transactions		

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340	**DEPT Total:**		**42,431.84**	**HIGHWAY SHOP MAINTENANCE**	**11 Vendors**	**20 Transactions**
380	DEPT			UNALLOCATED NON-HIGHWAY OPERAT		
2541	**M & M EXPRESS SALES AND SERVICE**					
	03-380-000-0000-6520		15.99	PARTS - TAX EXEMPT 062116	20453	SAFETY PROGRAM & SUPPLIES
2541	**M & M EXPRESS SALES AND SERVICE**		**15.99**	**1** Transactions		
343	**MN POLLUTION CONTROL AGENCY**					
	03-380-000-0000-6520		496.24	GENERATOR HAZ FEE 062116	00014304	SAFETY PROGRAM & SUPPLIES
343	**MN POLLUTION CONTROL AGENCY**		**496.24**	**1** Transactions		
380	**DEPT Total:**		**512.23**	**UNALLOCATED NON-HIGHWAY OPERAT**	**2 Vendors**	**2 Transactions**
3	**Fund Total:**		**53,134.22**	**ROAD AND BRIDGE FUND**		**41 Transactions**

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name
420	DEPT			FINANCIAL SERVICES		
2618	**CENTURYLINK**					
	11-420-600-0020-6203		182.56	63276699	1377523780	TELEPHONE
2618	**CENTURYLINK**		**182.56**	**1** Transactions		
1425	**SHI INTERNATIONAL CORP**					
	11-420-600-0020-6260		215.40	BMC TRACK IT LIC HS PORTION	5044539	SOFTWARE OR SYSTEMS SUPPORT
1425	**SHI INTERNATIONAL CORP**		**215.40**	**1** Transactions		
2490	**UNITED PARCEL SERVICE**					
	11-420-600-0020-6205		0.83	SHIPPING		POSTAGE
2490	**UNITED PARCEL SERVICE**		**0.83**	**1** Transactions		
420	**DEPT Total:**		**398.79**	**FINANCIAL SERVICES**	**3 Vendors**	**3 Transactions**
430	DEPT			SOCIAL SERVICES		
2618	**CENTURYLINK**					
	11-430-700-0020-6203		328.45	63276699	1377523780	TELEPHONE
2618	**CENTURYLINK**		**328.45**	**1** Transactions		
1425	**SHI INTERNATIONAL CORP**					
	11-430-700-0020-6260		387.72	BMC TRACK IT LIC HS PORTION	5044539	SOFTWARE OR SYSTEMS SUPPORT
1425	**SHI INTERNATIONAL CORP**		**387.72**	**1** Transactions		
2490	**UNITED PARCEL SERVICE**					
	11-430-700-0020-6205		1.42	SHIPPING		POSTAGE
2490	**UNITED PARCEL SERVICE**		**1.42**	**1** Transactions		
430	**DEPT Total:**		**717.59**	**SOCIAL SERVICES**	**3 Vendors**	**3 Transactions**
450	DEPT			PUBLIC HEALTH SERVICES		
2618	**CENTURYLINK**					
	11-450-430-0020-6203		97.35	63276699	1377523780	TELEPHONE
2618	**CENTURYLINK**		**97.35**	**1** Transactions		
1425	**SHI INTERNATIONAL CORP**					
	11-450-430-0020-6260		114.88	BMC TRACK IT LIC HS PORTION	5044539	SOFTWARE OR SYSTEMS SUPPORT

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name
1425	**SHI INTERNATIONAL CORP**		**114.88**	**1** Transactions		
2490	**UNITED PARCEL SERVICE**					
	11-450-430-0020-6205		0.53	SHIPPING		POSTAGE
2490	**UNITED PARCEL SERVICE**		**0.53**	**1** Transactions		
450	**DEPT Total:**		**212.76**	**PUBLIC HEALTH SERVICES**	**3 Vendors**	**3 Transactions**
480	DEPT			HUMAN SERVICES UNALLOCATED		
4628	**VERIZON WIRELESS**					
	11-480-000-0000-6899		194.94	887189319		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		121.50	887189319		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		1,416.25	887189319		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		6,139.20	887189319		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		100.76	887189319		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		95.51	887189319		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		129.11	887189319		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		60.75	887189319		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		22.49	EQUIP 763 238 3040		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		163.60	887189319		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		14.99	EQUIP 612 360 3830		HUMAN SERVICES EXP. DUMP FUND
4628	**VERIZON WIRELESS**		**8,459.10**	**11** Transactions		
480	**DEPT Total:**		**8,459.10**	**HUMAN SERVICES UNALLOCATED**	**1 Vendors**	**11 Transactions**
11	**Fund Total:**		**9,788.24**	**HUMAN SERVICES FUND**		**20 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.		
2371	**B & D PLUMBING & HEATING**					
	20-393-000-0000-6801		3,200.00	REBUILD RPZ BACKFLOW UNIT	112976	MISCELLANEOUS EXPENSE
2371	**B & D PLUMBING & HEATING**		**3,200.00**	**1** Transactions		
1295	**MAPLE LAKE/CITY OF**					
	20-393-000-0000-6801		1,006.25	COMMUNITY CLEAN UP		MISCELLANEOUS EXPENSE
1295	**MAPLE LAKE/CITY OF**		**1,006.25**	**1** Transactions		
393	**DEPT Total:**		**4,206.25**	**S.C.O.R.E.**	**2 Vendors**	**2 Transactions**
20	**Fund Total:**		**4,206.25**	**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		
5196	**CLIMATE AIR**					
	34-150-000-0000-6621		10,814.42	REPAIRS LIEBERT UNIT SERVER IT	37589	FURNITURE & EQUIPMENT
5196	**CLIMATE AIR**		**10,814.42**	**1** Transactions		
6468	**HUFFCUTT CONCRETE INC**					
	34-150-000-0000-6605		29,250.00	AS PER CIP NEW VAULT TOILET	291	SITE IMPROVEMENTS
6468	**HUFFCUTT CONCRETE INC**		**29,250.00**	**1** Transactions		
150	**DEPT Total:**		**40,064.42**	**LEVY STABILIZATION FUND**	**2 Vendors**	**2 Transactions**
161	DEPT			HIGHWAY BUILDING BOND PROCEEDS		
3503	**HAGEN, CHRISTENSEN & MCILWAIN ARCH**					
	34-161-000-0000-6605		6,759.72	PROFESSIONAL SERVICES HWY BLDG	1410616	HIGHWAY BUILDING
3503	**HAGEN, CHRISTENSEN & MCILWAIN ARCH**		**6,759.72**	**1** Transactions		
161	**DEPT Total:**		**6,759.72**	**HIGHWAY BUILDING BOND PROCEEDS**	**1 Vendors**	**1 Transactions**
34	**Fund Total:**		**46,824.14**	**CAPITAL IMPROVEMENTS FUND**		**3 Transactions**

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name
610	DEPT			GENERAL DITCH		
	1004 **RINKE-NOONAN**					
	41-610-000-0000-6261		200.00	MONTHLY DRAINAGE RETAINER MAY	255737	PROFESSIONAL SERVICES
	1004 RINKE-NOONAN		**200.00**	**1** Transactions		
610	**DEPT Total:**		**200.00**	**GENERAL DITCH**	**1 Vendors**	**1 Transactions**
681	DEPT			COUNTY DITCH NO 38		
	1004 **RINKE-NOONAN**					
	41-681-000-0000-6261		668.10	CD #38 LEGAL FEES	255541	PROFESSIONAL SERVICES
	1004 RINKE-NOONAN		**668.10**	**1** Transactions		
681	**DEPT Total:**		**668.10**	**COUNTY DITCH NO 38**	**1 Vendors**	**1 Transactions**
41	**Fund Total:**		**868.10**	**DITCH 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
505	DEPT			HISTORIAN		
	2618 **CENTURYLINK**					
	71-505-000-0000-6203		3.00	63276699	1377523780	TELEPHONE
	2618 CENTURYLINK		**3.00**	**1** Transactions		
505	**DEPT Total:**		**3.00**	**HISTORIAN**	**1 Vendors**	**1 Transactions**
71	**Fund Total:**		**3.00**	**HISTORIAN**		**1 Transactions**
	Final Total:		**315,630.83**	**168 Vendors**	**232 Transactions**	

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Recap by Fund

Fund	Amount	Name
1	200,804.10	GENERAL REVENUE FUND
2	2.78	RESERVES FUND
3	53,134.22	ROAD AND BRIDGE FUND
11	9,788.24	HUMAN SERVICES FUND
20	4,206.25	WASTE MANAGEMENT FUND
34	46,824.14	CAPITAL IMPROVEMENTS FUND
41	868.10	DITCH FUND
71	3.00	HISTORIAN
All Funds	315,630.83	Total

Approved by, ...

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