WRIGHT COUNTY BOARD
AGENDA
JULY 19, 2016

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

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

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

A. COUNTY BOARD MINUTES 7-12-16

Documents:

2016-07-12 WRIGHT COUNTY BOARD MINUTES (INFORMATIONAL).PDF

III. REVIEW & APPROVAL OF AGENDA

IV. CONSENT AGENDA

A. ADMINISTRATION

1. Claim, Madden, Galanter, & Hansen, LLP $6,585.25

Documents:

06.16 MADDEN, GALANTER AND HANSEN CLAIM.PDF

B. ADMINISTRATION

1. Request To Hire 67 Day Child Protection Intake Social Worker Temporary Employee In Social Services

Documents:

071916.AGENDAFORM_SSREQUEST67DAYTEMP.PDF

C. ADMINISTRATION

1. Schedule Committee Of The Whole For Strategic Planning August 2, 2016 10:30am

Documents:

071916 STRATEGIC PLANNING COTW 80216.PDF

D. ADMINISTRATION

1. Refer Courtroom Bench Remodel Designs To Building Committee

Documents:

071916 JUDGES BENCH DESIGN.PDF

E. AUDITOR/TREASURER

1. Approve Claims As Listed In The Abstract, Subject To Audit, For A

Total Of $337,347.26 With 140 Vendors And 191 Transactions

Documents:

AGENDA 7-19 CONSENT CLAIMS.PDF

F. INFORMATION TECHNOLOGY

1. Refer To The Technology Committee:
   A. Everbridge Mass Notification
   B. OpenGov
   C. ARMER Radio Charges
   D. Office 365 Update

Documents:

BOARD ACTION IT REQUEST TECH COMMITTEE JULY 2016.PDF

G. PLANNING & ZONING

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

   1. **SCOTT T. ANDERSON**: (Rockford Twp.) Planning Commission Unanimously Recommend Approval Of The Request To Rezone Approximately 57 Acres From AG General Agricultural To A/R Agricultural-Residential.

   2. **JAMES R. BOSSERT**: (Woodland Twp.) Planning Commission Unanimously Recommend Approval Of The Request To Rezone Approximately 19.5 Acres From AG General Agricultural And S-2 Residential-Recreational Shoreland To R-2a Suburban-Residential And S-2.

Documents:

07-19 COUNTY BOARD AGENDA - ANDERSON AND BOSSERT.PDF
ANDERSON REZONE MIN.PDF
BOSSERT REZONE MIN.PDF

H. SHERIFF'S OFFICE

1. Position Replacement:
   A. Deputy

Documents:

07-08-16 REQUEST POSITION REPLACEMENT FOR 1 DEPUTY - MELISSA MEEMKEN RESIGNATION.PDF

V. TIMED AGENDA ITEMS

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

1. Approve Transfer From General Fund To Capital Projects Fund In The Amount Of $1,600,000
2. Approve Procurement Card Transactions For The Period Ending June 27, 2016 For A Total Of $13,771.10
3. State Demographer's 2015 Population – Final Estimates (Informational)

Documents:

AGENDA 7-19 TRANSFER FROM GENERAL FUND.PDF
AGENDA 7-19 CAPITAL PROJECTS.PDF
AGENDA 7-19 APPROVE PROCUREMENT CARD TRANSACTIONS.PDF
AUDIT LIST PROCUREMENT CARDS 7-19-2016.PDF
AGENDA 7-19 STATE DEMOGRAPHER ESTIMATES.PDF
AGENDA 7-19 STATE DEMOGRAPHER INFO.PDF

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

1. Adopt Resolution Declaring Intent To Retain CliftonLarsonAllen, LLP To Perform The Annual Financial Audit Beginning In 2017

Documents:

7-19-16 AGENDA REQ.PDF

VI. ITEMS FOR CONSIDERATION

A. COMMITTEE MINUTES

1. Building, Committee Of The Whole, Personnel

Documents:

2016-7-13 BUILDING COMMITTEE MINUTES AND ATTACHMENTS.PDF
2016-7-12 COMMITTEE OF THE WHOLE STRATEGIC PLANNING MINUTES.PDF
2016-7-13 PERSONNEL COMMITTEE MINUTES - COUNTY BOARD.PDF

VII. ADVISORY COMMITTEE / ADVISORY BOARD UPDATES

VIII. ADJOURNMENT

IX. NOTE: BUDGET COMMITTEE OF THE WHOLE BUDGET KICKOFF MEETING @ 10:30 A.M.

X. * ITEM MOVED FROM CONSENT TO TIMED ITEM

XI. CLAIMS LISTING

Documents:

AUDIT LIST FOR BOARD 7-19-2016.PDF

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

INFORMATIONAL

WRIGHT COUNTY BOARD
MINUTES
JULY 12, 2016

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

MINUTES
Potter moved to approve the 7-05-16 County Board Minutes, seconded by Husom. The motion carried 5-0.

AGENDA
Borrell moved to approve the Agenda, seconded by Daleiden. The motion carried unanimously.

CONSENT AGENDA
Daleiden moved to approve the Consent Agenda, seconded by Husom, and the motion carried 5-0.

A. ADMINISTRATION
   1. Refer Compost Facility To Building Committee

B. ADMINISTRATION
   1. Refer to Personnel Committee (07-13-16) Request To Hire Social Worker Above 12% Of Minimum Salary Range

C. ASSESSOR
   1. Approve Abatement, PID #155-106-002020, PHS/Monticello Inc.

D. AUDITOR/TREASURER
   1. Approve Claims as Listed in the Abstract, Subject to Audit, for a Total of $218,091.48 with 95 Vendors and 137 Transactions

E. HEALTH & HUMAN SERVICES
   1. Position Replacement:
      A. Office Manager II

F. INFORMATION TECHNOLOGY
   1. Refer To Personnel Committee (7-13-16) Request To Hire IT Position Above 12% Of Beginning Hiring Range

TIMED AGENDA ITEMS

BOB HIIVALA, AUDITOR/TREASURER
Approve June Revenue/Expenditure Budget Report With Detail Of The 2016 Board Approved Budget Adjustment Attached
Hiivala said documents related to this Report are included in the Board meeting packet. They reflect the details of the 2016 Budget Amendment for wages and benefits approved at the 7-05-16 County Board meeting. The documents also show the first six months of activity in 2016. Hiivala said the Report is used to prepare Budget books for the Departments. Potter moved to approve the June Revenue/Expenditure Budget Report, seconded by Daleiden. The motion carried 5-0.

ADAM TAGARRO, IT DIRECTOR
Approve Out-Of-State Travel For IT Business Analyst For Hyland CommunityLIVE Conference
Tagarro requested permission to allow Information Technology Business Analyst ConnieMae Cooper to attend the Hyland CommunityLive Conference in Orlando, Florida, from September 11 to 15, 2016. The only cost to the County would be travel, as the vendor will pay the conference fee of $2,995. Tagarro said his Department will fund $300 of the travel costs, and Cooper offered to pay the rest. Tagarro said the County will realize value from this training that is designed specifically for Business Analysts. Daleiden moved to authorize Cooper to attend the CommunityLive Conference at a cost to the County of $300. Husom seconded, and the motion carried unanimously.

ITEMS FOR CONSIDERATION

SCHEDULE PUBLIC HEARING REGARDING PROPOSED CHANGES TO THE SUPPORTIVE CARE TO THE FRAIL, ELDERLY AND DISABLED ORDINANCE
Kelly said a Committee Of The Whole meeting was held several months ago to discuss proposed changes in the current County Ordinance. They waited until the ordinance codification process was established before bringing this item back to the County Board. Kelly proposed scheduling a public hearing at 9:30 AM on 8-16-16.

Sawatzke said a law regarding trailer homes and campers that recently passed the State Legislature allows small campers or trailers anywhere unless prohibited by local laws. He said the County doesn't need both this law and the County's Supportive Care to the Frail, Elderly, and Disabled Ordinance.

Greg Kryzer, Assistant County Attorney, recommended drafting a Resolution to opt out of the new trailer legislation. He said the rationale behind that decision, along with the proposed changes to the County Ordinance could be discussed at the public hearing. Kryzer said it would be important to educate the public if the County chose to opt out of the new law.

Husom moved to set a Public Hearing regarding Proposed Changes to the Supportive Care to the Frail, Elderly, and Disabled Ordinance for 8-16-16 at 9:30 A.M., with a thirty day letter of notification sent to the townships. Daleiden seconded. Kryzer will send the letter. Sawatzke said it should include a brief explanation of the State's new trailer law, why the County is opting out, and emphasizing that the County Ordinance changes are very minor. The motion passed unanimously.

LEE KELLY, COUNTY COORDINATOR
2017 – 800 MHz Radio Fee
Kelly distributed a documented entitled, "Armer Radio Inventory Total Counts By Agency" (added to the County Board packet after the meeting). Kelly said this item was laid over from the 7-05-16 County Board meeting for more information. This document provides details regarding which County Departments and other agencies utilize these radios.

Sawatzke asked the total cost for annual maintenance by Armer. Tagarro said it will be $229,002 for 2017. The original amount in 2011 was $167,764. Kelly said Armor was first placed in the budget in 2011 as an item for expenses and reimbursement revenues. Potter moved to alert the involved agencies that the fee may go up by $10 (to $85) per radio, and refer the discussion to the Technology Committee. Borrell seconded the motion. Sawatzke said the letter should include the fact that Wright County still subsidizes more than 60 percent of the cost. Sawatzke said the original minutes from 2010 should be researched to determine the initial rationale for the subsidy. The motion carried 5-0.

ITEMS FOR CONSIDERATION

SCHEDULE BUDGET COMMITTEE OF THE WHOLE BUDGET KICKOFF MEETING
Potter moved to schedule a Budget Committee Of The Whole Budget Kickoff meeting on Tuesday, 7-19-16 at 10:30 A.M. in the County Board Room. Daleiden seconded, and the motion carried 5-0.

SCHEDULE FEEDLOT MEETING
Borrell moved to schedule a Feedlot Meeting on 7-19-16 at 1:30 P.M. Daleiden seconded, and the motion carried unanimously.

ADVISORY COMMITTEE / ADVISORY BOARD UPDATES

1. Fair Board: Borrell said everything is going well. There will be one more meeting before the Wright County Fair opens on 7-27-16. The Fair runs through 7-31-16.
2. Owners Committee: Potter said the Committee met for the last time on 7-07-16. Highway Administration staff have moved into the new building. Other staff are still in the process. Potter said $300,000 in contingency funds remain unspent, and they are under budget.

DRAFT

Sawatzke said there are several outstanding construction issues related to the new Highway Building:

i. Lower Roof Over Tempered Storage Area: Sawatzke said there are numerous wrinkles in the roof, which is supposed to adhere smoothly to the surface. There are concerns regarding how those wrinkles will affect the integrity of the roof over the years. Large areas of the roof may need to be replaced at the expense of the roofing company. Potter said the owner of Central Roofing looked at the roof and said it is not correct. Sawatzke said there are also wrinkles on the higher roof, but not nearly as many as on the lower one. He said there was discussion about replacing the entire roof of the tempered storage area. His expectation is that the roofing company will repair or replace at their expense. Sawatzke said this is a significant issue that the Board will hear more about. Potter said there is quite a bit of retainage left from the roofing contractor.

ii. Drainage Troughs in the Floor of Storage and Service Areas: Sawatzke said the troughs are sized inconsistently, causing the grates to fail and fall into the trough when subjected to the weight of equipment. This could be a significant problem. Company executives from the Eastern U.S. will visit the site to inspect the situation.

iii. Concrete Poured at the Thresholds of the Overhead Doors: Sawatzke said the concrete poured at the thresholds of the overhead doors slopes toward the doors about ten inches, potentially allowing water to pool or drain into the building versus away from it. In the winter, ice will form. Sawatzke said there was discussion about grinding the concrete.

Sawatzke said there are no simple solutions to any of these problems. He believes the contractors have taken ownership of them, as there have been no suggestions that the County pay for the repairs.

3. Solar Committee: Sawatzke said the Committee met last Friday, 7-08-16, and is making progress.

4. Township Officers Meeting: Husom said good information was presented at the meeting recently.

5. Safe Communities of Wright County: Husom said the focus of the 7-08-16 meeting was Minnesota Traffic Crashes data. In 2015, there were 72,772 traffic crashes reported to the Minnesota Department of Public Safety. This involved 138,057 motor vehicles and 181,663 people. Fatalities were 411, and 29,981 people were injured. The estimated economic cost to Minnesota was $1,773,219,300, which is a 14 percent increase over 2014. Husom said these numbers are State-wide. Wright County crash numbers decreased. There were 16 fatalities in 2014 and eight in 2015, with five so far in 2016. On an average day in Minnesota in 2015, there were 205 vehicle crashes, 1 death and 82 injuries, at a cost of $4,858,000 per day. The known alcohol related crash statistics are 3,634 crashes, 137 deaths and over 2,000 injuries, resulting in an estimated cost to Minnesota of more than $285,000,000. Husom said seat belt use is 94% in Minnesota.

6. Bertram Chain of Lakes Park: Sawatzke said the YMCA Open House was a success. Daleiden said he was told it drew more than six hundred people.

7. County Compost Facility: Sawatzke said the facility is taking leaves and brush material. Check the County web site at www.co.wright.mn.us for facility hours.

The meeting adjourned at 9:46 A.M.

DRAFT

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 7/19/16 Vendor # 2468

Issue Check To:

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

Total Amount: 6,585.25

Account Code	Amount	Description	Invoice	P.O. #
01.100.6261	3,024.22	June Labor Relation Services	Jun-16	
A276	219.20	June 2016 Labor Relations Services - HHS	Jun-16	
03.380.6261		June Labor Relations - HWY	Jun-16	
01.100.6804	3,281.74	Supervisor Training	Jun-16	
01.100.62.61	60.09	June Arbitration Services	Jun-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

July 01, 2016

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

Re: Services Rendered Through 6/30/2016
(Labor Relations Services)

Dear Lee:

Enclosed is our statement for services rendered from 6/1/2016 through 6/30/2016, which is summarized as follows:

Billing Summary

Total for services rendered	$6,356.80
Total expenses	$168.36
Balance Due	$6,525.16

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

July 01, 2016

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

Re: Services Rendered Through 6/30/2016
(Labor Relations Services)

		Hrs/Rate	Amount
06/01/16	Phone discussions with County and review of data practices request and notes (Sheriff's Office).	1.10 $137.00/hr	$150.70
06/06/16	Phone discussion with County regarding negotiations and preparation of negotiation file (Administration).	0.80 $137.00/hr	$109.60
06/09/16	Phone discussions with County and Union, preparation of email, review of emails and notes (Human Services).	1.30 $137.00/hr	$178.10
06/13/16	Preparation for training (Administration).	2.60 $137.00/hr	$356.20
06/14/16	Presentation of training sessions and review of materials (Administration).	10.60 $137.00/hr	$1,452.20
06/17/16	Phone discussion with County and review of notes (Sheriff's Office).	0.30 $137.00/hr	$41.10
	Phone discussion with County and review of notes (Human Services).	0.30 $137.00/hr	$41.10
06/20/16	Review of file for closed session and phone discussions with County (Administration).	0.80 $137.00/hr	$109.60

		Hrs/Rate	Amount
06/21/16	Preparation for and presentation of training (Administration).	10.10 $137.00/hr	$1,383.70
06/23/16	Preparation and phone discussion with County regarding meeting with AFSCME and closed session material (Administration).	2.80 $137.00/hr	$383.60
06/24/16	Phone discussion with County regarding data request and review of notes (Sheriff's Office).	0.60 $137.00/hr	$82.20
06/27/16	Preparation and attendance at internal meeting, AFSCME negotiations and closed session with County Board and review of material (Administration).	7.70 $137.00/hr	$1,054.90
06/28/16	Review of files and notes from closed session and AFSCME negotiations, dictation of notes, preparation of draft Memorandum of Agreement and email to County and review of negotiation files (Administration).	4.50 $137.00/hr	$616.50
06/29/16	Review of closed session notes and Memorandum of Agreement, revision of documents and phone discussion with County regarding negotiations and Memorandum of Agreement (Administration).	1.50 $137.00/hr	$205.50
06/30/16	Phone discussion with County and review of notes (Public Works).	0.60 $137.00/hr	$82.20
	Review of material and phone discussions with County (Administration).	0.80 $137.00/hr	$109.60
	Total	**46.40**	**$6,356.80**
		Qty/Price	
06/14/16	Mileage	83 $0.54	$44.82
06/21/16	Mileage	83 $0.54	$44.82
06/27/16	Mileage	83 $0.54	$44.82

		Qty/Price	Amount
06/30/16	Photocopies	226 $0.15	$33.90
	Total additional charges		**$168.36**
	Total amount of this bill		**$6,525.16**

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

July 01, 2016

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

Re: Services Rendered Through 6/30/2016
(Arbitration and Administrative Hearings)

Dear Lee:

Enclosed is our statement for services rendered from 6/1/2016 through 6/30/2016, which is summarized as follows:

Billing Summary

Total for services rendered	$60.00
Total expenses	$0.09
Balance Due	$60.09

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

July 01, 2016

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

Re: Services Rendered Through 6/30/2016
(Arbitration and Administrative Hearings)

		Hrs/Rate	Amount
06/17/16	Review of email from Union and preparation of response (Sheriff's Office).	0.40 $150.00/hr	$60.00
	Total	**0.40**	**$60.00**
		Qty/Price	
06/30/16	Long distance phone charges	1 $0.09	$0.09
	Total additional charges		**$0.09**
	Total amount of this bill		**$60.09**

WRIGHT COUNTY
REQUEST FOR BOARD ACTION

BOARD MEETING DATE: July 19, 2016 CONSENT AGENDA: __X__

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

__ADMINISTRATION_____.
ORIGINATING DEPARTMENT/SERVICE

X___Sunny M. Hesse_____ _____
REQUESTOR'S SIGNATURE

_____
REVIEWED BY/DATE

BOARD ACTION REQUESTED:
Request to hire 67 day Child Protection Intake Social Worker temp in Social Services.

BACKGROUND/JUSTIFICATION:
Due to two (2) Child Protection Intake Social Worker vacancies in Social Services, the division is requesting to hire a 67 day temp. A current intern will be graduating on 8/6/16. She is available and interested in continuing with the County as a temporary employee and could start the temp role on 8/8/16. The individual is fully trained to do the work of the open position. Due to high caseloads, other Social Workers are unable to cover. While HHS does not have a temp budget line, the Personnel budget line can support the cost.

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

_____ ***BOARD MEETING DATE:*** _7/19/16____***CONSENT AGENDA: X***_____

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

_ADMINISTRATION_____.
ORIGINATING DEPARTMENT/SERVICE

x__Lee Kelly_____
_____
REQUESTOR'S SIGNATURE

_____
REVIEWED BY/DATE

BOARD ACTION REQUESTED:

Schedule Committee of the Whole—Strategic Planning for August 2nd 10:30am.

BACKGROUND/JUSTIFICATION: Setting a follow-up meeting as discussed at the 7-12-16 Committee of the Whole. Meeting will be held in the Commissioners Conference Room.

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:*** __7/19/16___***CONSENT AGENDA:*** ***_X____***

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

__ADMINISTRATION_____.
ORIGINATING DEPARTMENT/SERVICE

x__Lee Kelly_____
_____
REQUESTOR'S SIGNATURE

_____
REVIEWED BY/DATE

BOARD ACTION REQUESTED:

Refer Courtroom Bench Remodel Designs to Building Committee

BACKGROUND/JUSTIFICATION: Wold is currently working on developing designs for remodeling the judges benches in the Courtrooms. This item may be presented at either the July 27th or August 10th Building Committee meetings depending on substantial completion and Wold's schedule.

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*:**	7-19-16	***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 $337,347.26 with 140 Vendors and 191 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:	7/19/16	Consent Agenda	X
Amt of Time Required:	0	Item for Consideration:	Refer to Technology Committee		

IT

Originating Department

Requestor's Signature

BOARD ACTION REQUESTED:

Refer to July 27th Technology Committee

Reviewed by/date

BACKGROUND/JUSTIFICATION:

Refer to the Technology Committee:

a. Everbridge Mass Notification
b. OpenGov
c. ARMER Radio Charges
d. Office 365 update

PREVIOUS ACTION ON REQUEST/OTHER PARTIES ADVISED:

Date/Time Received in Administration Office:	County Attorney Review Date:	Financial Implications
County Coordinator/Date	Administrative Recommendation: __ Approval __ Denial __ No recommendation	Budgeted: Funding:

COMMENTS:

COMMENTS:

WRIGHT COUNTY

REQUEST FOR BOARD ACTION

REQ. AGENDA TIME BOARD MEETING DATE: July 19, 2016 CONSENT AGENDA X

AMT. OF TIME REQUIRED n/a ITEM FOR CONSIDERATION: *Rezoning*

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

BACKGROUND/JUSTIFICATION:

1. **SCOTT T. ANDERSON**: (Rockford Twp.) – Planning Commission unanimously recommend approval of the request to rezone approximately 57 acres from AG General Agricultural to A/R Agricultural-Residential.

2. **JAMES R. BOSSERT**: (Woodland Twp.) – Planning Commission unanimously recommend approval of the request to rezone approximately 19.5 acres from AG General Agricultural and S-2 Residential-Recreational Shorelands to R-2a Suburban-Residential and S-2.

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 30 , 2016
M I N U T E S – (Informational)

The Wright County Planning Commission met June 30, 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 members present, Mol, Charlie Borrell, Ken Felger, Jan Thompson, Dave Thompson and Dan Bravinder. Absent was Dave Pederson. Sean Riley, Zoning Administrator, represented the Planning & Zoning office; Greg Kryzer, Assistant County Attorney, was legal counsel present.

SCOTT T. ANDERSON – New Item

LOCATION: 3511 Darlington Avenue SE – Part of N ½ of SW ¼ and the SE ¼ of NW ¼ of Section 22, Township 119, Range 25, Wright County, Minnesota. (Rockford Twp.) Tax #215-100-223108 Property owner: Orval Anderson Living Trust etal

Petitions to rezone from AG General Agricultural to A/R Agricultural-Residential a Conditional Use Permit for an unplatted five-lot subdivision as regulated in Section 504, 505 & 603. of the Wright County Zoning Ordinance and Subdivision Regulations.

Present: Scott Anderson; Paul Otto, Otto Associates

A. Riley reviewed the property location, the current zoning map that shows the property is zoned AG General Agricultural and the Land Use Plan designation of "Rural Residential". Applicant has submitted an application to rezone to A/R Agricultural-Residential and if approved, a Conditional Use Permit for an unplatted subdivision of five lots.

B. Mol – asked with the Land Use Plan designation if a Planned Unit Development was discussed. Riley indicated they have, but with this property road building was not realistic and they asked what would be preserved. Otto concurred the concept was considered. The ten-acre lots are proposed and the sketch plan shows what he feels a field survey would look like. Farmstead would be sold off first. The remainder lots may be lots that family members will hang on to. They have discussed access with the County Highway Department and they will allow an approach for each of the two parcels proposed.

C. Felger asked for more information on the location. Anderson noted the location of the Town Hall and CR 14. Borrell questioned the unusual south line. Otto noted those lots were split off prior to the Land Use Plan designation. The middle lot is where Scott lives and needed a lot line adjustment a couple years ago to reflect the area he was using.

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

E. Thompson moved to recommend approval of the rezoning to the County Board of Commissioners for approximately 57 acres 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

F. Felger moved to continue the hearing on the subdivision portion of the request to August 18, 2016 to allow time for the applicant to finalize survey work and other required information for subdivision approval and for the County Board to act on the rezoning.
Bravinder seconded the motion.

VOTE: CARRIED UNANIMOUSLY

WRIGHT COUNTY PLANNING COMMISSION
Meeting of: June 30 , 2016
M I N U T E S – (Informational)

The Wright County Planning Commission met June 30, 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 members present, Mol, Charlie Borrell, Ken Felger, Jan Thompson, Dave Thompson and Dan Bravinder. Absent was Dave Pederson. Sean Riley, Zoning Administrator, represented the Planning & Zoning office; Greg Kryzer, Assistant County Attorney, was legal counsel present.

JAMES R. BOSSERT – New Item

LOCATIOIN: 10690 Hwy. 25 SW – Part of W ½ of SE ¼, Section 25, Township 118, Range 26, Wright County, Minnesota. Tax #220-000-254200 (Woodland Twp.)

Petitions to rezone from AG General Agricultural and S-2 Residential-Recreational Shorelands to R-2a Suburban Residential (minimum 5-acre lot requirement) and S-2 and a Conditional Use Permit for a two-lot unplatted residential subdivision as regulated in Section 606 & 612 of the Wright County Zoning Ordinance and Subdivision Regulations.

Present: Seth Bossert, James Bossert and George Schaust

A. Riley reviewed the previous request for an A/R district that was heard by the Commission. During the process it was discovered the applicant's parcel was not large enough and a new application for the R-2a district was submitted. The question before the Commission is whether this riparian property is especially suited to residential development for smaller lots. The Commission had initially discussed that perhaps two lots might be justified. The issue the Town Board reviewed was drainage and a ditch and have made suggestions on where the new property line be located.

B. Bossert reported the only change of the proposed division from a month ago on is that the dividing line has moved south 10'. He explained at first, the Town Board had wanted them to follow the ditch and after discussing it further, felt one property or the other should have ownership of the ditch. This provided better control of the maintenance of the ditch. The lot described on the plan as "A" is the larger parcel with 11.33 acres as adjusted slightly; and the remainder to the south is "B" and would contain approximately 8.34 acres.

C. Discussion followed about establishing the R-2a zone, which has a minimum of five acre lot size. Bossert assured the Commission he has no intentions of further subdividing the 11 acres he would retain. Mol asked if the Commission can make that a condition. Riley a condition on rezoning cannot be placed, but it will be part of the record and can be a subdivision condition. A third lot would also require platting which is a considerable investment. He noted the way the house and buildings sit on the lot, it would make a division improbable.

D. The zoning map was displayed. Riley pointed to property in the area zoned A/R.

E. J. Bossert noted the Town Board also expressed concern about further subdivision of the north parcel. Bravinder referred to the Woodland Town Board response which suggests a condition. Kryzer – noted reasonable conditions can be placed on action, however, that would not stop anyone from applying. The record will reflect the sentiment. Riley noted the division line is not arbitrary, the division suggested follows a ditch. He suggested a condition could be attached to the Conditional Use Permit to inform future owners.

F. Gene Janikula – representing the Town Board – addressed the issue. The Town Board was not opposed to the two lots but with an R-2a zone do not want to see the 11 acres further subdivided. The Town Board recommendation is that the ditch remain open and accessible. Important to maintain a culvert and ditch which has not been cleaned in a number of years and may need to be cleaned. Bravinder understood this is lower than State Highway 25. Janikula stated it is a natural waterway that runs to Pooles Lake and estimated the ditch drains about 200 acres that has to go

through the culvert. Mol noted there are rules governing a natural waterway that protect that ditch. The Commission could include something in their motion to help protect that.

G. Felger supports the Town Board's recommendation to limit the subdivision to two lots, but what happens in the future if someone else petitions for the third lot. Janikula – noted they cannot predict what may happen in the distant future and a future Board could override what they do here. Riley stated conditions would be attached to the decision.

H. D. Thompson moved to approve the rezoning to the County Board of Commissioners to rezone the property from AG Agricultural & S-2 Shoreland to R-2a Suburban Residential/ S-2 Shoreland because it meets the criteria laid out in the Land Use Plan and the Town Board approves. Felger seconded the motion.

VOTE: CARRIED UNANIMOUSLY

I. D. Thompson moved to continue the Conditional Use Permit to August 18, 2016 to allow time for the applicant to finalize survey work and other required information for subdivision approval and for the County Board to act on the rezoning. Felger seconded the motion.

VOTE: CARRIED UNANIMOUSLY

Respectfully submitted,

Sean Riley
Planning & Zoning Administrator

SR:tp

Wright County
Request for Board Action

Req. Agenda Time:	Board Meeting Date: 07-19-16	Consent Agenda	Yes
Amt of Time Required:	Item for Consideration:		

Sheriff's Office

Originating Department

Todd Hoffman

Digitally signed by Todd Hoffman
DN: cn=Todd Hoffman, o=Sheriff's Office, ou, email=todd.hoffman@co.wright.mn.us, c=US
Date: 2016.07.08 09:04:59 -05'00'

Requestor's Signature

BOARD ACTION REQUESTED:

Request position replacement for 1 deputy.

Reviewed by/date

BACKGROUND/JUSTIFICATION:

Request position replacement for 1 deputy due to the resignation of Melissa Meemken, effective July 08 2016.

PREVIOUS ACTION ON REQUEST/OTHER PARTIES ADVISED:

Date/Time Received in Administration Office:	County Attorney Review Date:	Financial Implications
County Coordinator/Date	Administrative Recommendation: __ Approval __ Denial __ No recommendation	Budgeted: Funding:
COMMENTS:		**COMMENTS:**

WRIGHT COUNTY
REQUEST FOR BOARD ACTION

***Req. Agenda Time*:**	9:05 a.m.	***Board Meeting Date*:**	7-19-16	***Consent Agenda*:**	
Amt. of Time Required:	3 min.	***Item For Consideration*:**			

Auditor-Treasurer's Office	**Board Action Requested:**
Originating Department/Service	Approve Transfer From General Fund To Capital Projects Fund In The Amount Of $1,630,000.
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
ANALYSIS OF FUND BALANCES
FOR THE YEAR ENDED DECEMBER 31, 2015

The Office of the State Auditor (OSA) has recommended that each county establish a formal policy on the level of unrestricted fund balance that should be maintained in the General Fund and special revenue funds.

The County's Fund Balance Policy states, in part:

- **General Fund:** At the end of each fiscal year, the County will maintain a spendable, unassigned portion of the fund balance for cash flow in a range equal to 35 to 50 percent of the fund operating expenditures.
- **Special Revenue Funds:** Policy does not address special revenue funds.

The following is an analysis of the County's fund balances in the General Fund, and the Road & Bridge and Human Services Special Revenue Funds.

	General Fund	Road & Bridge Special Revenue Fund	Human Services Special Revenue Fund
1. 2015 operating revenues	$ 51,606,277	$ 22,595,785	$ 24,660,435
2. 2015 expenditures	$ 48,025,576	$ 21,347,540	$ 24,187,923
4. 2015 assigned fund balances		$ 9,877,100	$ 7,818,650
5. 2015 unassigned fund balance	$ 31,583,358		
6. 35% of 2015 operating revenues (line 1)		$ 7,908,525	$ 8,631,152
7. 50% of 2015 operating revenues (line 1)		$ 11,297,893	$ 12,330,218
8. 5 mos. of 2015 operating expend. (line 2)		$ 8,894,808	$ 10,078,301
9. 35% of 2015 operating expenditures (line 2)	$ 16,808,952		
10. 50% of 2015 operating expenditures (line 2)	$ 24,012,788		

Per the County's Fund Balance Policy, the amount on line 5 for the General Fund should fall between the amounts on lines 9 and 10. Per the OSA's Statement of Position on Fund Balances for special revenue funds, the amounts on line 4 should fall between the amounts on lines 6 and 7, or be no less than the amount on line 8.

Moffsoft FreeCalc
Tape

```
              31,583,358
               9,877,100 +
               7,818,650 +
-------------------------
              49,279,108 =

              24,012,788
              11,297,893 +
              12,330,218 +
-------------------------
              47,640,899 =

              49,279,108
              47,640,899 -
-------------------------
               1,638,209 =
```

Date: 7/7/2016
Time: 10:54:39 AM

www.moffsoft.com

WRIGHT COUNTY
REQUEST FOR BOARD ACTION

***Req. Agenda Time*:**	9:05	***Board Meeting Date*:**	7-19-2016	***Consent Agenda*:**	
Amt. of Time Required:	5 min.	***Item For Consideration*:**			

Auditor-Treasurer's Office	**Board Action Requested:**
Originating Department/Service	Approve Procurement Card Transactions for the Period Ending June 27, 2016 for a Total of $13,771.10.
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 ***

INTEGRATED FINANCIAL SYSTEMS

Warrant Form **CHEK**
Auditor's Warrants

WARRANT REGISTER
Auditor Warrants

Approved
Pay Date 07/14/2016

Vendor #	Vendor Name	Amount	Description / OBO# / On-Behalf-of-Name	Account Number	Invoice # / From Date	PO # / To Date	Tx
4341	US BANK-PROCUREMENT CARDS	58.73	PC FAN	01-041-000-0000-6411			N
4341		31.81	PC 2 BOOKS AMAZON.COM	01-063-000-0000-6411	5600218		N
4341		35.77	PC WIRELESS DOORBELL AMAZON.CO	01-063-000-0000-6411	6803463		N
4341		90.09	PC EASY TWIST SEALS	01-071-000-0000-6411			N
4341		97.98	PC SUPPLIES WELLNESS COMM	01-100-000-0000-6808			N
4341		356.60	PC CAMCORDER TRAINING WALMART	01-100-000-0000-6912			N
4341		58.79	PC OPERATING SUPPLIES	01-103-000-0000-6411			N
4341		841.88	PC COMPUTER/SOFTWARE PURCHASE	01-103-000-0000-6620			N
4341		841.88	PC FURNITURE/EQUIPMENT	01-103-000-0000-6621			N
4341		169.30	PC MCCC CONFERENCE	01-105-000-0000-6338			N
4341		108.40	PC OFFICE SUPPLIES	01-105-000-0000-6411			N
4341		380.00	PC ALP BRICE NELSON	01-105-000-0000-6804			N
4341		430.00	PC APPRAISAL PROC BRICE NELSON	01-105-000-0000-6804			N
4341		380.00	PC ALP ALEX BERSIE	01-105-000-0000-6804			N
4341		430.00	PC PRINCIPLES ALEX BERSIE	01-105-000-0000-6804			N
4341		430.00	PC PROCEDURES ALEX BERSIE	01-105-000-0000-6804			N
4341		430.00	PC APPRAISAL PRINC BRICE NELSO	01-105-000-0000-6804			N
4341		113.63	PC MENARDS GC SUPPLIES	01-111-000-0000-6301	62716		N
4341		326.76	PC LEC REPAIR SUPPLIES	01-111-000-0000-6302	62716		N
4341		109.79	PC MENARDS LEC SUPPLIES	01-111-000-0000-6302	62716		N
4341		45.87	PC MENARDS LEC SUPPLIES	01-111-000-0000-6412	62716		N
4341		1,177.07	PC ORIENTAL TRADING PROMOTIONS	01-121-000-0000-6411	678356293		N
4341		45.61	PC SUPPLIES WALMART LEC	01-201-000-0000-6411	6/3/16		N
4341		175.76	PC SUPPLIES SFST TRAINING	01-201-000-0000-6411	6/9/16		N
4341		150.00	PC AMEM CONF REG BERG	01-201-000-0000-6802	6/21/16		N
4341		770.00	PC PD INTERVIEW TRAINING	01-201-000-0000-6804	6/24/16		N
4341		445.00	PC MANANGE CASES TRAINING	01-201-000-0000-6804	6/23/16		N
4341		175.00	PC AG NEOVO MONITOR PARTS	01-250-000-0000-6301	6/17/16		N
4341		13.79	PC SUPPLIES JAIL HANDBOOK	01-250-000-0000-6411	5/25/16		N
4341		64.03	PC SUPPLIES LEC OPEN HOUSE	01-250-000-0000-6411	5/26,6/6,6/7		N
4341		15.99	PC SUPPLIES MEDICAL	01-250-000-0000-6458	5/26/16		N
4341		37.16	PC SPIGOTS FOR DISPENSERS	01-250-000-0000-6459	6/15/16		N
4341		521.07	PC SUPPLIES	01-521-000-0000-6301			N
4341		605.81	PC SUPPLIES	01-521-000-0000-6411			N
4341		77.10	PC SUPPLIES	01-521-000-0000-6450			N
4341		336.78	PC SUPPLIES	01-521-000-0000-6451			N
4341		166.79	PC SUPPLIES	01-521-000-0000-6452			N
4341		349.43	PC SUPPLIES	01-521-000-0000-6807			N

Copyright 2010 Integrated Financial Systems

Vendor #	Vendor Name	Amount	Description / OBO# / On-Behalf-of-Name	Account Number	Invoice # / From Date	PO # / To Date	Tx
4341	US BANK-PROCUREMENT CARDS	8.08	PC COOKIES COMM ED EVENT	02-021-000-0000-6338			N
4341		26.42	PC BUSINESS CARDS	02-021-000-0000-6411			N
4341		4.00	PC PARKING REIMBURSEMENT	02-022-000-0000-6331			N
4341		30.75	PC MEAL AT SEMINAR VICT WIT GR	02-022-000-0000-6338			N
4341		262.00	PC CAN AM CONF LODGING TREICHL	02-228-000-0000-6338	5/31/16		N
4341		17.52	PC SUPPLIES GREENHOUSE	02-230-000-0000-6801	6/1/16		N
4341		391.61	PC SUPPLIES WALMART	02-230-000-0000-6801	6/3,6/21		N
4341		149.00	PC 360 CONSOLE WALMART	02-230-000-0000-6801	6/15/16		N
4341		269.00	PC WETLAND TRAINING CARLSON	03-320-000-0000-6804			N
4341		9.32	PC FUEL CNTY CAR 06/08/16	11-420-600-0020-6303	SA		N
4341		7.38	PC FUEL CNTY CAR 06/20/16	11-420-600-0020-6303	SA		N
4341		8.98	PC FUEL CNTY CAR 6/21/16	11-420-600-0020-6303	ALL STOP BP		N
4341		7.25	PC FUEL CNTY CAR 06/16/16	11-420-600-0020-6303	SA		N
4341		290.25	PC SP NEEDS FND-CR 06/08/16	11-430-000-0000-2040	TARGET		N
4341		181.15	PC SP NEEDS FND-CR 06/08/16	11-430-000-0000-2040	OLD NAVY		N
4341		81.36	PC SP NEEDS FND-CR 06/08/16	11-430-000-0000-2040	SHOPKO		N
4341		71.21	PC LODGING COMFORT INN 6/21/16	11-430-700-0010-6333	LR		N
4341		16.16	PC FUEL CNTY CAR 6/21/16	11-430-700-0020-6303	ALL STOP BP		N
4341		16.78	PC FUEL CNTY CAR 06/08/16	11-430-700-0020-6303	SA		N
4341		13.06	PC FUEL CNTY CAR 06/16/16	11-430-700-0020-6303	SA		N
4341		13.29	PC FUEL CNTY CAR 06/20/16	11-430-700-0020-6303	SA		N
4341		21.34	PC WALMART WINDOW ALARM RL	11-430-710-1640-6030	6/2/2016		N
4341		90.83	PCFAM ASMT FND ADV AUTO PARTS	11-430-710-1640-6030	5/26/16		N
4341		43.47	PCFAM ASMT FND CELL PHONE	11-430-710-1640-6030	5/26/16		N
4341		8.91	PC FGDM SUPPLIES WALMART	11-430-710-1660-6030	6/21/16		N
4341		74.61	PC PSOP WALMART CLIENT ITEMS	11-430-710-1670-6030	6/15/16		N
4341		152.35	PC PSOP PROGRESSIVE INS CLIENT	11-430-710-1670-6030	6/20/16		N
4341		15.94	PC CRC GRP SUPPLIES WALMART	11-430-710-1980-6030	6/21/16		N
4341		58.78	PC LIVE/LAUGH/BLOOM FC	11-430-710-1980-6030	6/6/16		N
4341		168.74	PCCNTY FAIR SUPPLIES WRIST BND	11-430-710-1980-6030	5/31/2016		N
4341		184.33	PC CNTY FAIR SUPPLIES ORIENT	11-430-710-1980-6030	6/6/2016		N
4341		7.00	PC CNTY FAIR SUPPLIES WALMART	11-430-710-1980-6030	5/31/16		N
4341		10.00	PC VOL QTR MTG DOLLAR TREE	11-430-760-0090-6801	6/7/16		N
4341		5.30	PC VOL QTR MTG WALMART	11-430-760-0090-6801	6/7/16		N
4341		2.17	PC VOL QTR MTG WALMART	11-430-760-0090-6801	6/7/16		N
4341		79.00	PC TRNG LOCH L OPIOID EPIDEMIC	11-450-430-0010-6335	5/25/16		N
4341		4.79	PC FUEL CNTY CAR 6/21/16	11-450-430-0020-6303	ALL STOP BP		N
4341		3.87	PC FUEL CNTY CAR 06/16/16	11-450-430-0020-6303	SA		N

Copyright 2010 Integrated Financial Systems

Warrant Form **CHEK**
Auditor's Warrants

WARRANT REGISTER
Auditor Warrants

Approved
Pay Date 07/14/2016

Vendor #	Vendor Name	Amount	Description / OBO# / On-Behalf-of-Name	Account Number	Invoice # / From Date	PO # / To Date	Tx
4341	US BANK-PROCUREMENT CARDS	4.97	PC FUEL CNTY CAR 06/08/16	11-450-430-0020-6303	SA		N
4341		3.94	PC FUEL CNTY CAR 06/20/16	11-450-430-0020-6303	SA		N
4341		30.00	PC TRNG ANDERSON S MCHC 8/14	11-450-472-0010-6335	MCHC		N
4341		32.52	PC SOLD SIGNS	70-840-000-0000-6859			N
	Warrant # 703760 Total...	**13,771.10**					
	Warrant Form CHEK Total...	**13,771.10**	**80 Transactions**				
	Final Total...	**13,771.10**	**80 Transactions**				

Copyright 2010 Integrated Financial Systems

Warrant Form **CHEK**
Auditor's Warrants

WARRANT REGISTER
Auditor Warrants

Approved
Pay Date 07/14/2016

WARRANT RUN INFORMATION		WARRANT FORM	STARTING WARRANT NO.	ENDING WARRANT NO.	DATE OF PAYMENT	DATE OF APPROVAL	PPD COUNT	PPD AMOUNT	CTX COUNT	CTX AMOUNT
1	13,771.10	CHEK	703760	703760	07/14/2016					
	13,771.10	TOTAL								

Copyright 2010 Integrated Financial Systems

*** WRIGHT COUNTY ***

WARRANT REGISTER
Auditor Warrants

Approved
Pay Date 07/14/2016

RECAP BY FUND

FUND	AMOUNT	NAME
1	10,893.67	GENERAL REVENUE FUND
2	889.38	RESERVES FUND
3	269.00	ROAD AND BRIDGE FUND
11	1,686.53	HUMAN SERVICES FUND
70	32.52	TRUST AND AGENCY FUND
	13,771.10	TOTAL

Copyright 2010 Integrated Financial Systems

WRIGHT COUNTY
REQUEST FOR BOARD ACTION

***Req. Agenda Time*:**	9:05 a.m.	***Board Meeting Date*:**	7-19-16	***Consent Agenda*:**	
Amt. of Time Required:	2 min.	***Item For Consideration*:**			

Auditor-Treasurer's Office	**Board Action Requested:**
Originating Department/Service	State Demographer's 2015 Population – Final Estimates (Informational).
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:**

Minnesota State
Demographic Center

State Demographic Center
300 Centennial Bldg., 3rd Flr.
658 Cedar Street
St. Paul, MN 55155
Telephone: 651.201.2473
http://mn.gov/admin/demography/
local.estimates@state.mn.us

June 1, 2016

Dear Auditor:

The State Demographer is required by law to produce annual population and household estimates for Minnesota's counties, cities and townships. Enclosed you will find the April 1, 2015, population and household estimates for your county, including all cities and townships within the county. The city and township clerks in your county have also received a copy of their estimates.

These estimates are being sent to you for your review and comment. If you wish to challenge our estimates, please do so in writing by June 24, 2016. Challenges should be directed to James Hibbs at 300 Centennial Building, 658 Cedar Street, St. Paul, MN 55155. To contact us by telephone, please call (651) 201-2473. The volume of phone calls is heavy at this time of year, so you may be asked to leave a message on our voice mail system. We will try to respond promptly to your calls. If you wish to contact us by e-mail, the address is local.estimates@state.mn.us.

These estimates are subject to change and are not considered final until they are released to the Minnesota Department of Revenue in July. If there are changes to any of the places in your county, you will be notified. If you have not heard from us by July 15, 2016, you may assume that these estimates are correct.

Thank you for taking time to review these estimates.

Sincerely,

Susan Brower
State Demographer

Enclosures

RECEIVED
JUN 07 2016
BY:

HOW TO CHALLENGE THE POPULATION AND HOUSEHOLD ESTIMATES FROM THE STATE DEMOGRAPHER

The legal responsibilities of the State Demographer with respect to local population estimates dictate that we be able to defend any revisions to the estimates. Consequently, we need documentation for our files. Cited below are types of information we will accept with a challenge to our estimates. You may select whichever approach is most appropriate for your situation. However, the more information you can provide the better. No challenges will be accepted after June 24.

1. You may send us the number of active residential utility accounts in April 2010 and April 2015. We would prefer electrical accounts, but water and sewer accounts are acceptable. Please summarize your data. We don't need a list of all utility customers. Summary data for intervening years are helpful. Utility data are much more useful when provided together with building permit data (see #2 below).

2. Another approach is to provide the number of housing units added and lost by calendar year for the years beginning with 2010. Building and demolition permits are a good source of such information. Be sure to include mobile homes and apartments, and indicate whether any of the apartments were for the elderly. Please try to be as specific as possible about the type of unit involved (single-family, apartment, mobile home, etc.).

3. An actual count of persons or households may be accepted, but places with more than 100 people must contact the State Demographer before proceeding with a count. The count you submit should be for 2016. We will interpolate a number for 2015. You must provide the following information:

   a. List the house number and street name of each housing unit in your city or township. If there is more than one unit at an address, please list each unit and provide an apartment number.
   b. Indicate whether the unit is occupied or vacant. If the unit is occupied, indicate the number of residents. Only year-round residents should be counted. Young people away at college or in the military, elderly persons who have moved to a nursing home in another town and seasonal (summer) residents should not be counted.
   c. Group quarters such as nursing homes, dormitories, jails and group homes should not be counted as housing units. Give us the name and address of the facility and the number of residents.
   d. After you have listed each housing unit, you must summarize your data and give us the total number of residents, the total number of vacant units and the total number of occupied units.
   e. Please indicate when the count was completed.

Any additional information you can provide about your community will be appreciated. Changes in vacancy rates, the conversion of summer homes to year-round use, and changes in employment opportunities are the types of things we like to hear about when we are evaluating an estimate. One final request--when you write to us, please provide your mailing address and a telephone number or e-mail address where you can be reached during the day.

Thank you.

June 1, 2016

Preliminary 2015 Population and Household Estimates

Prepared by the Minnesota State Demographic Center

	Total Population	Household Population	Group Quarters	Number of Households	Persons per Household
Wright County					
Albertville city	7,317	7,312	5	2,460	2.97
Albion township	1,316	1,289	27	469	2.75
Annandale city	3,331	3,225	106	1,380	2.34
Buffalo city	16,033	15,605	428	5,887	2.65
Buffalo township	1,875	1,872	3	647	2.89
Chatham township	1,352	1,347	5	431	3.13
Clearwater city (part)	1,778	1,778	0	696	2.55
Clearwater township	1,396	1,396	0	515	2.71
Cokato city	2,747	2,660	87	1,019	2.61
Cokato township	1,359	1,349	10	386	3.49
Corinna township	2,413	2,406	7	965	2.49
Dayton city (part)	54	54	0	19	2.84
Delano city	5,864	5,806	58	2,100	2.76
Franklin township	2,881	2,881	0	1,016	2.84
French Lake township	1,224	1,224	0	446	2.74
Hanover city (part)	2,638	2,638	0	824	3.20
Howard Lake city	2,046	1,990	56	818	2.43
Maple Lake city	2,112	2,088	24	791	2.64
Maple Lake township	2,135	2,135	0	786	2.72
Marysville township	2,209	2,207	2	793	2.78
Middleville township	976	972	4	361	2.69
Monticello city	13,311	13,132	179	4,879	2.69

These data are preliminary and subject to change. Final estimates will be available after July 15, 2016.

June 1, 2016

Preliminary 2015 Population and Household Estimates

Prepared by the Minnesota State Demographic Center

	Total Population	Household Population	Group Quarters	Number of Households	Persons per Household
Monticello township	3,274	3,266	8	1,158	2.82
Montrose city	3,110	3,110	0	1,134	2.74
Otsego city	15,472	15,454	18	5,394	2.87
Rockford city (part)	3,959	3,959	0	1,458	2.71
Rockford township	3,325	3,297	28	1,207	2.73
St. Michael city	17,081	17,081	0	5,438	3.14
Silver Creek township	2,453	2,446	7	888	2.75
South Haven city	190	190	0	71	2.68
Southside township	1,524	1,524	0	613	2.49
Stockholm township	996	962	34	315	3.05
Victor township	1,073	1,073	0	401	2.68
Waverly city	1,398	1,357	41	537	2.53
Woodland township	1,139	1,132	7	410	2.76
Wright County Total	**131,361**	**130,217**	**1,144**	**46,712**	**2.79**

These data are preliminary and subject to change. Final estimates will be available after July 15, 2016.

WRIGHT COUNTY
REQUEST FOR BOARD ACTION

REQ. AGENDA TIME: N/A ***BOARD MEETING DATE:*** 7/19/16 ***CONSENT AGENDA:*** N/A

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

COUNTY ATTORNEY
ORIGINATING DEPARTMENT/SERVICE

X Brian J Ahlen
REQUESTOR'S SIGNATURE

7/12/16
REVIEWED BY/DATE

BOARD ACTION REQUESTED:

Adopt Resolution Declaring Intent To Retain CliftonLarsonAllen, LLP To Perform The Annual Financial Audit Beginning In 2017.

BACKGROUND/JUSTIFICATION:

In 2015, the Minnesota Legislature passed Section 6.481, Subdivision 2 of Minnesota Statutes, a law that allows counties to choose to have their annual audit done by a CPA firm rather than by the State Auditor. This law takes effect on August 1, 2016. In order to be effective for the 2017 audit, notice must be given to the State Auditor on August 1st. A draft resolution to that effect is attached.

COUNTY ATTORNEY REVIEW DATE:

COUNTY COORDINATOR/DATE:

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

FINANCIAL IMPLICATIONS: $_____

BUDGETED: ____ YES ____ NO

FUNDING: ____ LEVY ____ OTHER

COMMENTS:

COMMENTS:

RESOLUTION 16-

Declaring Wright County's Intent To Retain CliftonLarsonAllen, LLP
To Perform Its Annual Financial Audit

WHEREAS Minnesota Statutes, Section 6.481, Subdivision 2 requires counties to have an annual financial audit; and

WHEREAS Minnesota Statutes, Section 6.481, Subdivision 2 permits counties to "choose to have the audit performed by the state auditor, or may choose to have the audit performed by a CPA firm meeting the requirements of section 326A.05"; and

WHEREAS The above provisions take effect on August 1, 2016; and

WHEREAS For the years 2006 through 2014, Wright County's annual audits were performed by CliftonLarsonAllen, LLP ; and

WHEREAS The County has been satisfied with the pricing and services received from CliftonLarsonAllen, LLP;

NOW, THEREFORE, BE IT RESOLVED:

1) That the Wright County Board of Commissioners intends to retain the services of CliftonLarsonAllen, LLP, a CPA firm meeting the requirements established in Minnesota Statutes, Section 326A.05, for its annual financial audit, beginning with calendar year 2017.

2) That the delivery of a copy of this duly adopted resolution to the State Auditor on August 1, 2016 shall constitute notification, as required by Minnesota Statutes, Section 6.481, Subdivision 7.

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

BUILDING COMMITTEE
MINUTES
July 13, 2016

MEMBERS PRESENT: Potter, Daleiden, Kelly
OTHERS PRESENT: Wilczek, Gillman, Jobe, Mattice, Goodrum Schwartz, Dahl

I. Modification To The Human Services Center Room 127

Wilczek provided an overview of two project proposals requested for the Human Services Center. First, an exit door and awning was discussed in the north wall of conference room 127. The basis for the request was a desire by Human Services to have both access and exiting ability through the location for meeting attendees to enter the room without traveling through workstations and as another point of exit in the case of an emergency. Dahl also noted the importance of another exit location as occupancy loads have increased at the site, the original design intent was not for an office setting, and exit locations are narrowly within requirements. Wilczek noted the proposal from Shingobee was to establish a baseline price for discussion and the project could potentially be completed for less if bid to multiple companies. Goodrum Schwartz indicated that staff at the site do not feel comfortable or safe when the room is designated as their emergency shelter and there are no exit doors to the outside. Card readers, security alarms, and vision windows were also discussed by Daleiden, Potter, Dahl, Kelly, Wilczek, and Gillman as potential elements that should be considered with the installation of a door system.

The second project presented was the installation of moveable partitions to split conference room 127 when needed. Wilczek summarized the two system types offered in the proposals. Both provide very similar finishes, operation, and sound transfer minimization. However, the difference in the systems is in the installation method. The Skold proposed product from Moderco was specified to hang from the metal building structure above the ceiling grid. This option would only be available after thorough analysis of the structure to ensure the metals would support the wall system. The Hufcor system was proposed with a Unispan element to support the weight of the wall by mechanically fastening on the side walls and spanning the room from those fastened supports. Gillman detailed the current environment in which there is often a need for more conference rooms at the property. If a moveable wall system was installed, it would provide flexibility in the use of the space for another conference room. Wilczek noted the proposals presented were for the wall systems only and if the project moves forward, there would also be electrical work to split the room's lighting (as they are currently on a whole room dimming system for presentations) and modify the existing ceiling grid to accommodate the wall system. Daleiden asked if the wall system was electronic and Wilczek responded it is not.

Overall discussion amongst the group occurred in relation to the longevity of the facility, the potential Human Services use of the likely vacating space at the Government Center (pending a potential new Courts Facility), and the appetite to invest money into the site with potential changes in staffing loads or site utilization.

Recommendation:
Daleiden and Potter recommended moving forward with both proposed modifications as the potential timetable for changes in site utilization would likely be at least a minimum of 4 years (pending the Courts Facility development and long term space planning). With respect to the exterior door, Daleiden proposed bidding it to two other companies and selecting an option to include a secure window panel and a cloth awning but to not include card access or alarms. On the moveable partition wall, Potter and Daleiden recommended moving forward with the installation of the Hufcor product due to the questionability of the Skold installation attaching to the building structure.

II. Annex Restroom

Wilczek provided an update on the project and the status of the architect's work. Tiffany Townsend with Nelson was on site Monday, June 27th to review the site and develop ideas on finishes. Product options have been gathered and are being sent to Wilczek for review. After finishes & fixtures are selected, the details will be written into the bid documents and will be ready to release for bid solicitation.

Recommendation:

Daleiden recommended to keep moving forward with the drawings and bids. The project and cost will be reviewed and considered for construction after all information is gathered.

III. IT Expansion

Wilczek provided an update on the IT expansion project and noted the buildout has been completed and furniture installation is near completion. The only item remaining after furniture installation is a small area of painting to be completed by the custodial staff.

Recommendation:

No recommendation except to continue progress toward completion.

IV. Public Works Deferred Maintenance & Remodel

Wilczek provided an update on the architect's design status for the interior modifications. Tiffany Townsend with Nelson was at the site for a review meeting on Monday, June 27th. The scope of the design thoughts were discussed and details regarding ceiling heights, door types, and a variety of existing conditions were reviewed. Townsend is working on completing AutoCAD drawings of the project and verifying path of travel & evacuation routes to ensure code compliance. Details will be provided to Wilczek when a draft is complete. Cynthia Long and Larry Koch with Inspec were on site July 7th to complete a walkthrough and initial assessment of the roof systems and building envelope. The hvac system, windows, building structure, and roof details were discussed and visually reviewed as a part of the initial conditions assessment with plans to complete further investigation into systems with test cuts. A schedule for project completion is being developed and will be presented at the next committee meeting.

Discussion took place between Daleiden, Potter, Mattice, Wilczek, and Kelly regarding the wood shop dust collection system, the service area overhead door, and the welding fume evacuation system. The overhead door installation was described by Mattice as to allow for trailer drive through and maintenance without unhooking and jockeying to allow for other equipment to utilize other parts of the service area. The second overhead door would be installed to connect the wood and metal shop areas to allow for a more fluid work environment when large projects are being complete. The estimated cost for the two doors was $20,000. The welding fume evacuation system was described by Wilczek as a welding cable that pulled the fumes directly back inside the head and back down the cable system to a filtration unit attached to the welder. Hastings Air Energy Control offered to bring a sample of the equipment to the site for a demo. The wood shop dust collection system is currently located inside the shop and should be relocated outside the shop with properly sized ducts to provide a more functional and safe system. The estimate for the complete system is approximately $40,000.

Recommendation:

It was recommended by Daleiden and Potter to continue moving forward with Nelson to complete the PW interior design & review and with Inspec for the assessment of the existing roof system & building envelope. Also recommended was to obtain multiple bids for the overhead doors and move forward with an estimated complete cost of $20,000 combined and to move forward with the dust collection system at the estimated cost of $40,000. Daleiden recommended to demo the welding cable to explore possible future purchase of the system.

DRAFT

Shingobee
Integrity. The Cornerstone.

June 10, 2016

Mr. Alan Wilczek
Facilities Director for Wright Co.
10 2nd Street NW, Room 235
Buffalo, MN 55313

RE: Wright County Government Center | Door Replacement

PROPOSAL

Shingobee is pleased to provide a proposal for the exterior door replacement at 10 2nd Street NW in Buffalo, MN per visual observations of the space.

We propose to complete the following scope of work per plan for a Lump Sum Price of: **Seven Thousand Three Hundred and Sixty Three Dollars and 00/100 ($ 7,363)**

CONSTRUCTION SERVICES:

- **Demo existing exterior wall for new door and frame**
- **Set new HM door, frame and hardware**
  - **HM door will be Morton building standard insulated HM door with standard Morton colors**
- **Patch back in gyp board and wall covering.**
- **Paint interior of door.**
- **Move electrical outlet if needed**
- **Awnings are not included in base price. Please see alternates**

The following are Alternates to the above referenced scope of work:

1. Morton buildings standard metal awning mounted to existing building (standard Morton colors) **ADD $2,860**
2. Fabric Awning 4'x 4' wide with aluminum frame **ADD $ 900.**
   a. Due the ridges in the existing siding, a fabric awning will not sit tight to the building.

We appreciate the opportunity to provide pricing on this project, please do not hesitate to call or e-mail with questions.

Sincerely,

Dan Beaving
Project Manager
P: (763) 479-5624
E-mail: **dbeaving@shingobee.com**

SKOLD SPECIALTY CONTRACTING, L.L.C.

June 1, 2016

RE: Human Services Center
Buffalo, MN
Skold Proposal # BUDGET PROPOSAL

Dear Alan Wilczek:
Skold Specialty Contracting proposes to furnish and install the following products as per the following terms and conditions.

Folding Panel Partitions
One (1) 21' x 12' manually operated paired panel partitions as manufactured by Moderco, Model 742. Standard vinyl finish, STC 50, lever closure panel bulb, track, trimless panels, retractable top and automatic bottom seals. All threaded hangar rods included in this price. Includes drilling Holes in the steel support.

Furnished and Installed - Budget - $12,700.00

Our proposal is based upon the following terms and conditions:
1.The above prices **includes** sales/use tax and includes freight allowed to the jobsite. This quote excludes contractors excise tax.
2. Excluded are steel channels/embedded steel supports, headers, baffles, wood blocking or trim, finished painting, caulking, field dimensions, access panels, thresholds, and final cleaning.
3. This quote is based upon the opening framing, floor, walls, and ceiling to be of appropriate materials to anchor to and support these doors.
4. We also do not include removal from the site of any paper, boxes, material scraps, of other debris. Waste will be deposited in a waste container on the job site as provided by the general contractor.
5. Electrical and control connections from motor as well as to and from control location by others.
6. Holes in the support steel are provided by others.
7. This proposal is valid for a period of 30 days from the above date.
8. Terms: Net 30 days - 1 ½% per month penalty for late payments. This proposal is dependent upon signing a standard AGC or AIA contract agreement.

If you have any questions please feel free to call the undersigned.
Respectfully Submitted,
Skold Specialty Contracting,

Craig Hidde craig@skoldcompanies.com

Alan M. Wilczek

From: mike buchner <mbuchner@hufcormn.com>
Sent: Friday, June 03, 2016 1:06 PM
To: Alan M. Wilczek
Subject: Emailing: HUMAN SERVICE CENTER_Shops.PDF
Attachments: HUMAN SERVICE CENTER_Shops.PDF

Alan,

The Unispan can go up to the ceiling or be slightly above the ceiling as drawing. 10' - 3" is the maximum height I can go with the pre-engineered system. The price does not include any ceiling work.

The system is Hufcor 632 paired panel partition, 47 STC with steel (mass) face sheets, top and bottom mechanical seals (pressure), and Lever Closure panel (pressure). Header side panels are included to cover the Unispan with matching vinyl.

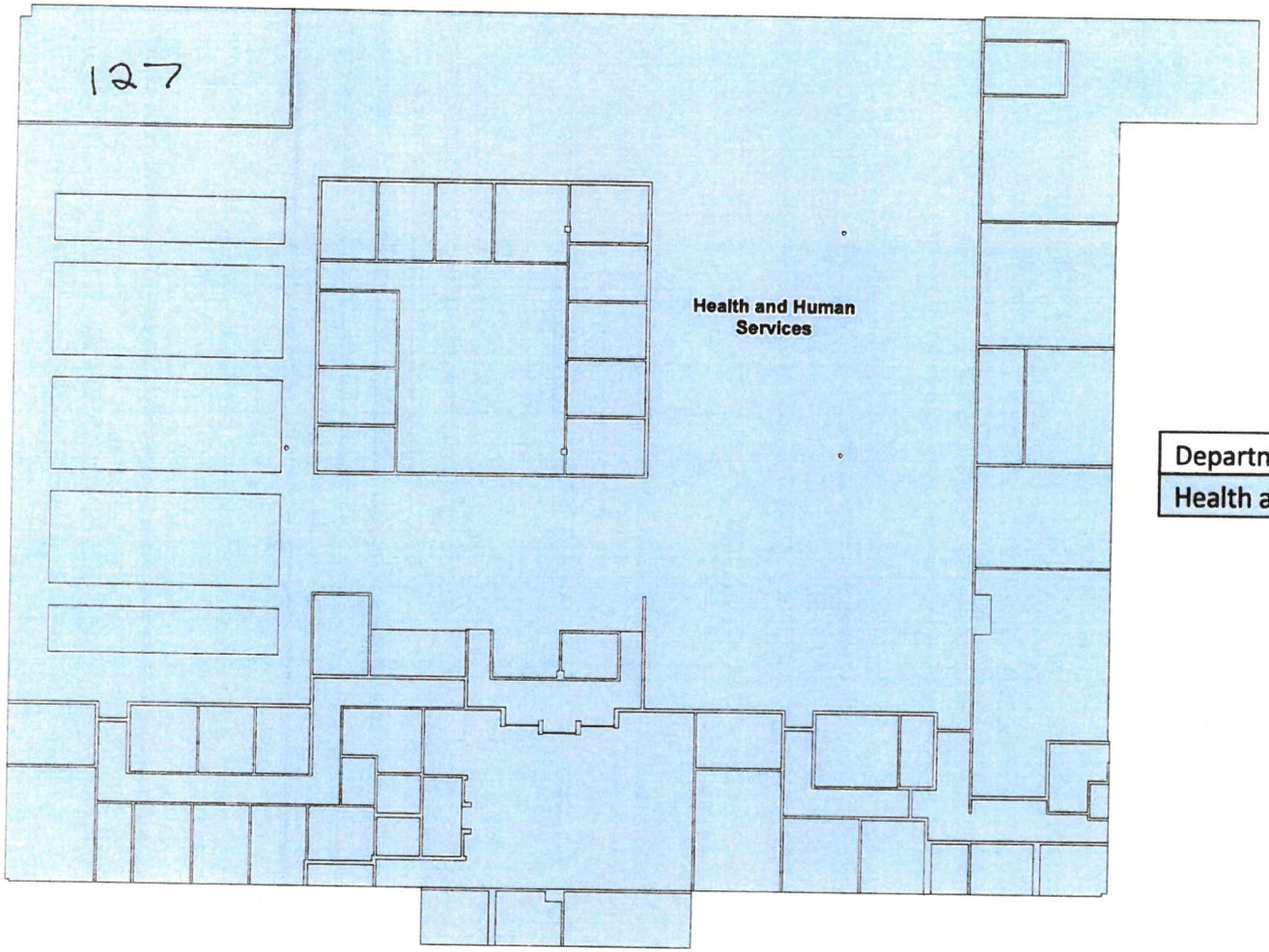
Furnished and installed - $14,817.

Please let me know what happens next.

Thank you,

Mike Buchner CSI CDT
Hufcor Inc. Minnesota Branch
Sales Manager
763-544-0365
Cell 612-366-2045
mbuchner@hufcormn.com
www.hufcor.com/minnesota

Wright County
Human Services Center



Department	Sq. Feet
Health and Human Services	32188

Wright County GIS
Office of the County Surveyor
May, 2018

* John Zimmerman 612-363-6526 *

OVERHEAD DOOR COMPANY OF THE NORTHLAND

3195 TERMINAL DRIVE
EAGAN, MN 55121

I.D.E.A. Accredited Dealer

Tel. (651) 683-0307
Fax (651-683-0625

E Mail JohnZ@Ohdnld.com
www.overheaddoornorthland.com

The Genuine. The Original.

Proposal #: JZ-23502
S (Unsaved)

PROPOSAL SUBMITTED TO			Date	Attention
Wright Co Parks Dept			7/7/2015	Marc Mattice
STREET			Job Name	
1901 Hwy 25 North			Park Dept Garage	
City	State	ZipCode	Job Location	
Buffalo	Mn	55313	Buffalo	
Phone Number	Fax Number		Job Phone	
763 628 76~~96~~93	763 682 7313		763 628 1693	

FURNISH AND INSTALL:

(1) 16-2 x 14-0 599 Series Thermacore Flush (2") Door R Value 17.5
- (4) - 44" x 15" 1/2" insul windows - 3" Angle Mount Standard Radius Track - upgraded 50K springs - wind rated - opener bracket - perimeter weatherseal

(1) RSX - Trolley 3/4HP 115/208/230-1 w/ Brake (OPRSXT7501B)
- 1 - 3 button wall station - 1 Timer to Close and 1 pr of CPS Nema 4 Photo Eyes

Installed Price: $5,682 includes tax, labor, materials and freight

Main Shop - Adding Back in old Door

Concrete work to bid door opening
- remove existing block and haul away debris
- I beam is currently in place
- add C Channels to the Jambs

$ 9,222.00

Installed Price: $3,540 includes materials, labor and tax

INTERIOR DOOR for Shop

(1) 9-2 x 10-0 599 Series Thermacore Flush (2") Door - R Value 14.8
- 2 " Angle Mount Max High Lift Track - upgraded 25K springs - - perimeter weatherseal
- includes wood bucks mounted to door opening Face
- manual opeation
- Color White

Wood Shop TO Fabrication Area

Installed Price: $2,126 includes tax, labor, materials and freight

$ 6,171.00

Concrete work to make opening 9' x 10;
- includes Steel I Beam
- includes removing and hauling away debris

INstalled Price: $4,045 includes tax, labor, materials and freight

Notes:
All Electrical By Others
Permit by Others if needed

Planned Maintenance on Existing Doors
Door Size: 8x8 - 10 x 10 - Price: $110
Door size: 12 x 12 - 20 x 14 - $225 Each
Travel - $95 per trip to Buffalo

Each

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

COMMITTEE OF THE WHOLE
MINUTES
July 12, 2016

MEMBERS PRESENT: Borrell, Daleiden, Husom, Potter, Sawatzke, L. Kelly

OTHERS PRESENT: Dahl, Hesse, Vergin, Wilczek

I. Strategic Planning

Kelly provided an overview of the retreat held last November with the County Board and Coordinator. The result of the retreat was an executive summary containing proposed County strategic goals and proposals for a revised mission statement. Kelly stated the goals were brought to the Leadership Team for discussion earlier in 2016. He and his staff have been working on developing action items for these goals and wanted to meet with the Board to start a dialog regarding strategic planning. He requested that the Board meet once a month to discuss strategic planning.

Husom felt it was critical to establish an effective mission statement. Several proposals were discussed at the retreat and there was interest in adopting a new mission statement for the County. Sawatzke felt transparency should be included in the mission statement. Kelly will develop a draft of a revised mission statement for the next meeting.

Kelly stated his concern about being able to carry out strategic plan action items due to the County's structure. He asked for clarification on the role of the Administration department. There was discussion regarding enforcement of County policies across departments. Hesse discussed the need for consistency and how it impacts Human Resources functions. She stated that recent supervisory training sessions were well received and there were several requests for additional training sessions on a wide variety of topics.

Kelly noted there have been inconsistencies in the way software programs and systems have been selected and deployed. IT should be involved in this process. After discussion the consensus was that technology projects should be discussed and vetted through the Technology Committee. Daleiden recommended documenting this directive in a letter from the Board to Department Heads.

Wilczek raised the need for clarity and direction regarding the approvals process for funding projects. Kelly felt that documenting the Board's guidance would be valuable for Department heads.

Borrell encouraged discussion of issues at the leadership team meetings. Hesse noted that all departments may not be in attendance at each leadership team meeting. While the bylaws allow sending an alternate department representative to the meeting sometimes a department is not represented. Kelly noted a recent meeting was cancelled due to lack of a quorum. Daleiden thought attendance at leadership was critical and should be a requirement of the department heads. This should also be noted in the letter to Department Heads.

The consensus was to begin to meet monthly to discuss strategic planning. The next meeting was proposed for August 2nd at 10:30.

Recommendation: Draft a letter regarding the Board's expectations for Department Heads attendance at Leadership Team meetings and requiring technology projects be vetted through the Technology Committee.

DRAFT

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

PERSONNEL COMMITTEE MINUTES
COUNTY BOARD
July 13, 2016

MEMBERS PRESENT: Husom, Sawatzke, Kelly

OTHERS PRESENT: S. Hesse, C. Nelson, O. Strobel, M. Mattice, S. Jobe, M. Miller

I. Pre-Backfill of IT Office Assistant

Filled by current incumbent since 2008. Wide variety of ongoing tasks throughout the department. Retirement September 29, 2016. Asking for 1 (one) month overlap. Personnel budget can absorb cost due to long-term vacant positions.

Recommendation: Approve up to 3 weeks overlap between new hire and current incumbent.

II. Temporary Front Desk Staff for Public Works Building

Assign Return to Work employee to HHS in the morning and Public Works Building in the afternoon (exact hours to be determined). PT Highway Department staff remains in Public Works building to cover desk in the morning.

Surveyor/Parks department covers front desk in the event return to work employee is no longer available. PT Highway Department staff may adjust schedule to accommodate front desk coverage as appropriate.

Recommendation: Approve current PT Highway Department staff member to work scheduled 20 hours per week in Public Works building to cover desk in the morning and Return to Work employee to work 20 hours per week to cover desk in afternoon. Return to Work employee will work remaining 20 hours per week at HHS.

III. Request to Hire Social Worker Above 12% of Minimum Salary Range

As of today, both Child Protection Intake Social Worker positions are vacant. Conducted interviews for both vacancies. Conducted 4 second interviews. Applicant comes with 12 years of direct child protection experience including intake. Training will be minimal.

Recommendation: Approve offer of $28.00 per hour to start.

IV. Request to Hire IT Position Above 12% of Beginning Hiring Range

Interviewed a number of applicants. Very few had business analysis and project management experience. Conducted second round interviews with two (2) applicants. Candidate comes with business analysis and project management experience as well as leading teams for SharePoint and Web development. Requesting to offer $66,000 starting salary.

Recommendation: Approve offer of $66,000 per year.

DRAFT

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		
	6630	**BORRELL/CHARLIE**					
		01-005-000-0000-6331		348.00	696 MILES		TRAVEL
	6630	**BORRELL/CHARLIE**		**348.00**	**1** Transactions		
	2609	**CENTURYLINK**					
		01-005-000-0000-6203		2.61	63276699	1380352753	TELEPHONE
	2609	**CENTURYLINK**		**2.61**	**1** Transactions		
	1344	**MARCO**					
		01-005-000-0000-6301		4.26	PRINTER OVERAGE CHARGE	3423672	REPAIRS & MAINTENANCE
	1344	**MARCO**		**4.26**	**1** Transactions		
5	**DEPT Total:**			**354.87**	**COUNTY BOARD**	**3 Vendors**	**3 Transactions**
13	DEPT				COURT ADMINISTRATOR		
	2609	**CENTURYLINK**					
		01-013-000-0000-6203		153.37	63276699	1380352753	TELEPHONE
	2609	**CENTURYLINK**		**153.37**	**1** Transactions		
	1203	**GABRIEL/CATHLEEN**					
		01-013-000-0000-6270		100.00	FA 11 5642 APPEARANCE 6/30/16		COURT APPOINTED COUNSEL
	1203	**GABRIEL/CATHLEEN**		**100.00**	**1** Transactions		
	1511	**HOWARD/JOLANTA**					
		01-013-000-0000-6270		100.00	JV 16 639 APPEARANCE 6/30/16		COURT APPOINTED COUNSEL
		01-013-000-0000-6270		100.00	JV 15 4795 APPEARANCE 6/30/16		COURT APPOINTED COUNSEL
		01-013-000-0000-6270		100.00	JV 16 2310 APPEARANCE 6/30/16		COURT APPOINTED COUNSEL
		01-013-000-0000-6270		100.00	JV 15 4111 APPEARANCE 6/30/16		COURT APPOINTED COUNSEL
	1511	**HOWARD/JOLANTA**		**400.00**	**4** Transactions		
	4333	**LINDQUIST/JERILYNN**					
		01-013-000-0000-6261		220.00	CR 15 6150 MS 611.21 6/3/16		PROFESSIONAL SERVICES
	4333	**LINDQUIST/JERILYNN**		**220.00**	**1** Transactions		
13	**DEPT Total:**			**873.37**	**COURT ADMINISTRATOR**	**4 Vendors**	**7 Transactions**
25	DEPT				COURT SERVICES		

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
2609	**CENTURYLINK**					
	01-025-000-0000-6203		253.44	63276699	1380352753	TELEPHONE
2609	**CENTURYLINK**		**253.44**	**1** Transactions		
3717	**HIRMAN/ALEX**					
	01-025-000-0000-6331		225.00	450 MILES		TRAVEL
3717	**HIRMAN/ALEX**		**225.00**	**1** Transactions		
46580	**MN MONITORING INC**					
	01-025-000-0000-6261		200.00	HS TRANSMITTER STRAP REPLACE	2785	PROFESSIONAL SERVICES
46580	**MN MONITORING INC**		**200.00**	**1** Transactions		
4628	**VERIZON WIRELESS**					
	01-025-000-0000-6203		577.32	887189319		TELEPHONE
4628	**VERIZON WIRELESS**		**577.32**	**1** Transactions		
25	**DEPT Total:**		**1,255.76**	**COURT SERVICES**	**4 Vendors**	**4 Transactions**
31	DEPT			COUNTY COORDINATOR		
2609	**CENTURYLINK**					
	01-031-000-0000-6203		37.56	63276699	1380352753	TELEPHONE
2609	**CENTURYLINK**		**37.56**	**1** Transactions		
4817	**HERALD JOURNAL PUBLISHING INC**					
	01-031-000-0000-6235		4.44	BIDS NABER AVE 3 WEEKS	63016	PUBLICATIONS & BROCHURES
4817	**HERALD JOURNAL PUBLISHING INC**		**4.44**	**1** Transactions		
1344	**MARCO**					
	01-031-000-0000-6301		6.68	PRINTER OVERAGE CHARGE	3423672	REPAIRS & MAINTENANCE
1344	**MARCO**		**6.68**	**1** Transactions		
3921	**OFFICE DEPOT**					
	01-031-000-0000-6411		57.59	SUPPLIES 848635616001		OPERATING SUPPLIES
3921	**OFFICE DEPOT**		**57.59**	**1** Transactions		
4628	**VERIZON WIRELESS**					
	01-031-000-0000-6203		50.78	887189319		TELEPHONE
4628	**VERIZON WIRELESS**		**50.78**	**1** Transactions		

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
31	**DEPT Total:**		**157.05**	**COUNTY COORDINATOR**	**5 Vendors**	**5 Transactions**
41	DEPT			COUNTY AUDITOR-TREASURER		
2609	**CENTURYLINK**					
	01-041-000-0000-6203		94.55	63276699	1380352753	TELEPHONE
2609	**CENTURYLINK**		**94.55**	**1** Transactions		
3468	**HIIVALA/ROBERT**					
	01-041-000-0000-6331		167.00	334 MILES		TRAVEL
3468	**HIIVALA/ROBERT**		**167.00**	**1** Transactions		
1344	**MARCO**					
	01-041-000-0000-6301		99.52	PRINTER OVERAGE CHARGE	3423672	REPAIRS & MAINTENANCE
1344	**MARCO**		**99.52**	**1** Transactions		
284	**MN COUNTIES COMPUTER COOPERATIVE**					
	01-041-000-0000-6260		412.50	3RD QTR TAX SYSTEM BETA TEST	2Y1607075	SOFTWARE OR SYSTEMS SUPPORT
	01-041-000-0000-6260		1,116.50	3RD QTR PAYMATE	2Y1607075	SOFTWARE OR SYSTEMS SUPPORT
	01-041-000-0000-6260		600.00	3RD QTR PROPERTY TAX ENHANCE	2Y1607075	SOFTWARE OR SYSTEMS SUPPORT
	01-041-000-0000-6260		8,709.00	3RD QTR PROPERTY TAX SUPPORT	2Y1607075	SOFTWARE OR SYSTEMS SUPPORT
284	**MN COUNTIES COMPUTER COOPERATIVE**		**10,838.00**	**4** Transactions		
1399	**PERSIAN BUSINESS EQUIPMENT**					
	01-041-000-0000-6301		128.00	WRITE/INSTALL NEW FEE PROGRAM	3745	REPAIRS & MAINTENANCE
	01-041-000-0000-6411		28.50	CASH REGISTER TAPES	3762	OPERATING SUPPLIES
1399	**PERSIAN BUSINESS EQUIPMENT**		**156.50**	**2** Transactions		
4628	**VERIZON WIRELESS**					
	01-041-000-0000-6203		60.78	887189319		TELEPHONE
4628	**VERIZON WIRELESS**		**60.78**	**1** Transactions		
41	**DEPT Total:**		**11,416.35**	**COUNTY AUDITOR-TREASURER**	**6 Vendors**	**10 Transactions**
63	DEPT			IT (INFORMATIONAL TECHNOLOGY)		
2609	**CENTURYLINK**					
	01-063-000-0000-6203		75.44	763 682 1312 542		TELEPHONE
	01-063-000-0000-6203		38.87	63276699	1380352753	TELEPHONE

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
2609	**CENTURYLINK**		**114.31**	**2** Transactions		
6915	**OFFICE OF MN IT SERVICES**					
	01-063-000-0000-6261		2,100.00	NETWORK CHARGES JUNE 2016	DV16060486	PROFESSIONAL SERVICES
6915	**OFFICE OF MN IT SERVICES**		**2,100.00**	**1** Transactions		
1425	**SHI INTERNATIONAL CORP**					
	01-063-000-0000-6624		12,124.00	TRITION SUPPORT/WEB SUBSCRIPT	B05175000	ENTERPRISE TECHNOLOGY
	01-063-000-0000-6620		112.00	2FA OTP TOKENS X4	B05180685	COMPUTER OR SOFTWARE PURCHASES
1425	**SHI INTERNATIONAL CORP**		**12,236.00**	**2** Transactions		
2506	**US INTERNET**					
	01-063-000-0000-6260		3,588.00	SPAM/VIRUS FILTERING 2016-2017	107100013	SOFTWARE OR SYSTEMS SUPPORT
2506	**US INTERNET**		**3,588.00**	**1** Transactions		
63	**DEPT Total:**		**18,038.31**	**IT (INFORMATIONAL TECHNOLOGY)**	**4 Vendors**	**6 Transactions**
91	DEPT			COUNTY ATTORNEY		
9412	**BUREAU OF CRIMINAL APPREHENSION**					
	01-091-000-0000-6385		120.00	QUARTER BILLING	298862	DATA PROCESSING
9412	**BUREAU OF CRIMINAL APPREHENSION**		**120.00**	**1** Transactions		
2609	**CENTURYLINK**					
	01-091-000-0000-6203		120.81	63276699	1380352753	TELEPHONE
2609	**CENTURYLINK**		**120.81**	**1** Transactions		
4700	**DUIS/AARON**					
	01-091-000-0000-6338		50.00	REIMBURSEMENT SEMINAR		CONFERENCES & MEETINGS
4700	**DUIS/AARON**		**50.00**	**1** Transactions		
4817	**HERALD JOURNAL PUBLISHING INC**					
	01-091-000-0000-6235		1.48	BALANCE FORWARD ON ACCOUNT		PUBLICATIONS & BROCHURES
4817	**HERALD JOURNAL PUBLISHING INC**		**1.48**	**1** Transactions		
2321	**KRYZER/GREG**					
	01-091-000-0000-6205		43.25	POSTAGE REIMBURSEMENT		POSTAGE
	01-091-000-0000-6331		9.00	PARKING REIMBURSEMENT		TRAVEL
	01-091-000-0000-6331		204.00	408 MILES		TRAVEL

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
2321	**KRYZER/GREG**		**256.25**	**3** Transactions		
88	**LECLAIRE/KIMBERLY D**					
	01-091-000-0000-6261		45.50	TRANSCRIPT STATE V YOUNG		PROFESSIONAL SERVICES
88	**LECLAIRE/KIMBERLY D**		**45.50**	**1** Transactions		
1344	**MARCO**					
	01-091-000-0000-6301		64.63	PRINTER OVERAGE CHARGE	3423672	REPAIRS & MAINTENANCE
1344	**MARCO**		**64.63**	**1** Transactions		
3921	**OFFICE DEPOT**					
	01-091-000-0000-6411		531.36	SUPPLIES 848923620001		OPERATING SUPPLIES
3921	**OFFICE DEPOT**		**531.36**	**1** Transactions		
1425	**SHI INTERNATIONAL CORP**					
	01-091-000-0000-6621		504.00	2FA OTP TOKENS X18	B05180685	FURNITURE & EQUIPMENT
1425	**SHI INTERNATIONAL CORP**		**504.00**	**1** Transactions		
999999997	**STEWART/JULIE**					
	01-091-000-0000-6809		51.81	WITNESS FEES JUV CASE		WITNESS FEES
999999997	**STEWART/JULIE**		**51.81**	**1** Transactions		
6641	**THOMSON REUTERS WEST PUBLISHING C**					
	01-091-000-0000-6385		1,074.54	JUNE BILLING	834265164	DATA PROCESSING
6641	**THOMSON REUTERS WEST PUBLISHING C**		**1,074.54**	**1** Transactions		
91	**DEPT Total:**		**2,820.38**	**COUNTY ATTORNEY**	**11 Vendors**	**13 Transactions**
100	DEPT			OTHER GENERAL GOVERNMENT		
4300	**ALTERNATIVE BUSINESS FURNITURE INC**					
	01-100-000-0000-6605		11,820.08	PHASE I IT EXPANSION FURNITURE	53238	SITE IMPROVEMENTS-COURTHOUSE
4300	**ALTERNATIVE BUSINESS FURNITURE INC**		**11,820.08**	**1** Transactions		
100	**DEPT Total:**		**11,820.08**	**OTHER GENERAL GOVERNMENT**	**1 Vendors**	**1 Transactions**
101	DEPT			COUNTY RECORDER		
2609	**CENTURYLINK**					
	01-101-000-0000-6203		7.09	63276699	1380352753	TELEPHONE

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
2609	**CENTURYLINK**		**7.09**	**1** Transactions		
101	**DEPT Total:**		**7.09**	**COUNTY RECORDER**	**1 Vendors**	**1 Transactions**
103	DEPT			SURVEYOR		
2609	**CENTURYLINK**					
	01-103-000-0000-6203		9.72	63276699	1380352753	TELEPHONE
2609	**CENTURYLINK**		**9.72**	**1** Transactions		
4628	**VERIZON WIRELESS**					
	01-103-000-0000-6203		293.90	887189319		TELEPHONE
	01-103-000-0000-6203		300.00-	CREDIT 612 386 9429		TELEPHONE
	01-103-000-0000-6203		25.02	887189319		TELEPHONE
4628	**VERIZON WIRELESS**		**18.92**	**3** Transactions		
103	**DEPT Total:**		**28.64**	**SURVEYOR**	**2 Vendors**	**4 Transactions**
105	DEPT			ASSESSOR		
2609	**CENTURYLINK**					
	01-105-000-0000-6203		92.97	63276699	1380352753	TELEPHONE
2609	**CENTURYLINK**		**92.97**	**1** Transactions		
1344	**MARCO**					
	01-105-000-0000-6301		136.11	PRINTER OVERAGE CHARGE	3423672	REPAIRS & MAINTENANCE
1344	**MARCO**		**136.11**	**1** Transactions		
284	**MN COUNTIES COMPUTER COOPERATIVE**					
	01-105-000-0000-6260		3,132.00	3RD QTR CAMAUSA MAINT/SUPPORT	2Y1607075	SOFTWARE OR SYSTEMS SUPPORT
284	**MN COUNTIES COMPUTER COOPERATIVE**		**3,132.00**	**1** Transactions		
105	**DEPT Total:**		**3,361.08**	**ASSESSOR**	**3 Vendors**	**3 Transactions**
107	DEPT			PLANNING AND ZONING		
2609	**CENTURYLINK**					
	01-107-000-0000-6203		64.34	63276699	1380352753	TELEPHONE
2609	**CENTURYLINK**		**64.34**	**1** Transactions		
1487	**MN DEPARTMENT OF LABOR & INDUSTRY**					

Copyright 2010 Integrated Financial Systems

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name
	01-107-000-0000-5830		2,026.25	JUNE SURCHARGE		MISCELLANEOUS REVENUE
1487	**MN DEPARTMENT OF LABOR & INDUSTRY**		**2,026.25**	**1** Transactions		
3921	**OFFICE DEPOT**					
	01-107-000-0000-6411		78.25	SUPPLIES 848859329001		OPERATING SUPPLIES
	01-107-000-0000-6411		18.58	SUPPLIES 848859358001		OPERATING SUPPLIES
3921	**OFFICE DEPOT**		**96.83**	**2** Transactions		
6175	**PEDERSON/DAVID**					
	01-107-000-0000-6114		240.00	PLANNING COMMISSION PER DIEM		PER DIEM-P & Z BOARD
	01-107-000-0000-6114		20.00	40 MILES		PER DIEM-P & Z BOARD
6175	**PEDERSON/DAVID**		**260.00**	**2** Transactions		
3209	**THOMPSON/JANET A**					
	01-107-000-0000-6114		80.00	160 MILES		PER DIEM-P & Z BOARD
	01-107-000-0000-6114		240.00	PLANNING COMMISSION PER DIEM		PER DIEM-P & Z BOARD
3209	**THOMPSON/JANET A**		**320.00**	**2** Transactions		
107	**DEPT Total:**		**2,767.42**	**PLANNING AND ZONING**	**5 Vendors**	**8 Transactions**
111	DEPT			BUILDING CARE		
1075	**BUFFALO/CITY OF**					
	01-111-000-0000-6251		48.88	11 059855 00		UTILITY SERVICES
	01-111-000-0000-6252		37,618.30	27 009010 01		JAIL/LEC UTILITY SERVICES
1075	**BUFFALO/CITY OF**		**37,667.18**	**2** Transactions		
1344	**MARCO**					
	01-111-000-0000-6301		1.13	PRINTER OVERAGE CHARGE	3423672	REPAIRS & MAINTENANCE
1344	**MARCO**		**1.13**	**1** Transactions		
3741	**WASTE MANAGEMENT OF WI-MN**					
	01-111-000-0000-6252		362.07	DISPOSAL SERVICE LEC 7/1/16	693076315938	JAIL/LEC UTILITY SERVICES
3741	**WASTE MANAGEMENT OF WI-MN**		**362.07**	**1** Transactions		
1535	**WRIGHT HENNEPIN ELECTRIC**					
	01-111-000-0000-6251		21.43	150 1691 4084		UTILITY SERVICES
	01-111-000-0000-6251		27.95	150 1691 4084		UTILITY SERVICES
1535	**WRIGHT HENNEPIN ELECTRIC**		**49.38**	**2** Transactions		

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
111	**DEPT Total:**		**38,079.76**	**BUILDING CARE**	**4 Vendors**	**6 Transactions**
121	DEPT			VETERANS SERVICE		
2609	**CENTURYLINK**					
	01-121-000-0000-6203		21.80	63276699	1380352753	TELEPHONE
2609	**CENTURYLINK**		**21.80**	**1** Transactions		
1344	**MARCO**					
	01-121-000-0000-6301		52.63	PRINTER OVERAGE CHARGE	3423672	REPAIRS & MAINTENANCE
1344	**MARCO**		**52.63**	**1** Transactions		
121	**DEPT Total:**		**74.43**	**VETERANS SERVICE**	**2 Vendors**	**2 Transactions**
201	DEPT			SHERIFF		
4346	**ALADTEC INC**					
	01-201-000-0000-6260		8,116.50	SOFTWARE MAINT 7/15/16-7/15/17	13588	SOFTWARE OR SYSTEMS SUPPORT
4346	**ALADTEC INC**		**8,116.50**	**1** Transactions		
4902	**BURDAS TOWING**					
	01-201-000-0000-6261		230.00	16018253	034074	PROFESSIONAL SERVICES
4902	**BURDAS TOWING**		**230.00**	**1** Transactions		
2609	**CENTURYLINK**					
	01-201-000-0000-6203		311.21	63276699	1380352753	TELEPHONE
	01-201-000-0000-6301		70.54	612 B60 0057 390	7/1/16	REPAIRS & MAINTENANCE
2609	**CENTURYLINK**		**381.75**	**2** Transactions		
1227	**EXPERT AUTOMOTIVE & TOWING INC**					
	01-201-000-0000-6261		150.00	16018821		PROFESSIONAL SERVICES
1227	**EXPERT AUTOMOTIVE & TOWING INC**		**150.00**	**1** Transactions		
4817	**HERALD JOURNAL PUBLISHING INC**					
	01-201-000-0000-6235		40.00	SUBSCRIPTION 2016-2017		PUBLICATIONS & BROCHURES
4817	**HERALD JOURNAL PUBLISHING INC**		**40.00**	**1** Transactions		
1124	**INTERSTATE AUTOMOTIVE**					
	01-201-000-0000-6261		125.00	16018960	1847	PROFESSIONAL SERVICES

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
1124	**INTERSTATE AUTOMOTIVE**		**125.00**	**1** Transactions		
3852	**JACK'S OF COKATO INC**					
	01-201-000-0000-6452		74.40	JUNE 2016 CAR WASHES	6/30/2016	VEHICLE MAINTENANCE
3852	**JACK'S OF COKATO INC**		**74.40**	**1** Transactions		
5473	**JERRYS TOWING & REPAIR**					
	01-201-000-0000-6261		145.00	16018158	029064	PROFESSIONAL SERVICES
5473	**JERRYS TOWING & REPAIR**		**145.00**	**1** Transactions		
1628	**JUNCTION TOWING & AUTO REPAIR**					
	01-201-000-0000-6261		295.00	16018922	42179	PROFESSIONAL SERVICES
1628	**JUNCTION TOWING & AUTO REPAIR**		**295.00**	**1** Transactions		
7366	**KARELS TOWING**					
	01-201-000-0000-6261		167.00	16018820		PROFESSIONAL SERVICES
7366	**KARELS TOWING**		**167.00**	**1** Transactions		
1048	**MARTIN-MCALLISTERS CONSULTING**					
	01-201-000-0000-6261		1,000.00	EVALUATIONS	10543	PROFESSIONAL SERVICES
1048	**MARTIN-MCALLISTERS CONSULTING**		**1,000.00**	**1** Transactions		
3844	**NET TRANSCRIPTS INC**					
	01-201-000-0000-6261		3,134.03	TRANSCRIBE STATEMENTS	8318IN	PROFESSIONAL SERVICES
3844	**NET TRANSCRIPTS INC**		**3,134.03**	**1** Transactions		
3921	**OFFICE DEPOT**					
	01-201-000-0000-6411		380.39	SUPPLIES 848566866001		OPERATING SUPPLIES
3921	**OFFICE DEPOT**		**380.39**	**1** Transactions		
1434	**RAY ALLEN MFG CO LLC**					
	01-201-000-0000-6411		95.58	K9 SUPPLIES	RINV007360	OPERATING SUPPLIES
1434	**RAY ALLEN MFG CO LLC**		**95.58**	**1** Transactions		
3235	**ROGERS AMOCO**					
	01-201-000-0000-6452		30.00	JUNE 2016 CAR WASHES	6/30/2016	VEHICLE MAINTENANCE
3235	**ROGERS AMOCO**		**30.00**	**1** Transactions		
1436	**STREICHERS**					

Copyright 2010 Integrated Financial Systems

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name
	01-201-000-0000-6621		2,875.00	SHOTGUNS	1216299	FURNITURE & EQUIPMENT
	01-201-000-0000-6411		109.97	UNIFORM ERT	1216714	OPERATING SUPPLIES
1436	**STREICHERS**		**2,984.97**	**2** Transactions		
5041	**TRANS UNION LLC**					
	01-201-000-0000-6261		31.80	CREDIT REPORTS	06610584	PROFESSIONAL SERVICES
5041	**TRANS UNION LLC**		**31.80**	**1** Transactions		
1497	**UNIFORMS UNLIMITED**					
	01-201-000-0000-6411		285.80	MACE	221702	OPERATING SUPPLIES
1497	**UNIFORMS UNLIMITED**		**285.80**	**1** Transactions		
4628	**VERIZON WIRELESS**					
	01-201-000-0000-6203		485.09	887189319		TELEPHONE
4628	**VERIZON WIRELESS**		**485.09**	**1** Transactions		
201	**DEPT Total:**		**18,152.31**	**SHERIFF**	**19 Vendors**	**21 Transactions**
250	DEPT			SHERIFF-CORRECTIONS		
4346	**ALADTEC INC**					
	01-250-000-0000-6260		3,478.50	SOFTWARE MAINT 7/15/16-7/15/17	13588	SOFTWARE OR SYSTEMS SUPPORT
4346	**ALADTEC INC**		**3,478.50**	**1** Transactions		
6158	**ARAMARK SERVICES INC**					
	01-250-000-0000-6459		7,894.13	INMATE MEALS 06/23-06/29/16	200723300121	LAW ENFORCE-JAIL FOOD-LAUNDRY
6158	**ARAMARK SERVICES INC**		**7,894.13**	**1** Transactions		
2609	**CENTURYLINK**					
	01-250-000-0000-6203		183.58	63276699	1380352753	TELEPHONE
2609	**CENTURYLINK**		**183.58**	**1** Transactions		
1344	**MARCO**					
	01-250-000-0000-6343		348.84	PRINTER OVERAGE CHARGE	3423672	MACHINERY OR EQUIPMENT LEASES
1344	**MARCO**		**348.84**	**1** Transactions		
1048	**MARTIN-MCALLISTERS CONSULTING**					
	01-250-000-0000-6261		500.00	EVALUATIONS JAIL	10543	PROFESSIONAL SERVICES
1048	**MARTIN-MCALLISTERS CONSULTING**		**500.00**	**1** Transactions		

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
3413	**MEND CORRECTIONAL CARE LLC**					
	01-250-000-0000-6458		27,529.33	JULY 2016 HEALTHCARE SERVICES	1366	JAIL MEDICAL
	01-250-000-0000-6458		520.99	E KIT REPLACEMENTS JUNE 2016	1374	JAIL MEDICAL
3413	**MEND CORRECTIONAL CARE LLC**		**28,050.32**	**2** Transactions		
74329	**WRIGHT COUNTY JAIL ADMIN**					
	01-250-000-0000-6261		6.00	DOC INMATE TRAIN RIDE		PROFESSIONAL SERVICES
74329	**WRIGHT COUNTY JAIL ADMIN**		**6.00**	**1** Transactions		
250	**DEPT Total:**		**40,461.37**	**SHERIFF-CORRECTIONS**	**7 Vendors**	**8 Transactions**
281	DEPT			CIVIL DEFENSE		
1344	**MARCO**					
	01-281-000-0000-6301		52.63	PRINTER OVERAGE CHARGE	3423672	REPAIRS & MAINTENANCE
1344	**MARCO**		**52.63**	**1** Transactions		
281	**DEPT Total:**		**52.63**	**CIVIL DEFENSE**	**1 Vendors**	**1 Transactions**
521	DEPT			PARKS		
1317	**ANNANDALE ROCK PRODUCTS**					
	01-521-000-0000-6301		68.94	BEACH SAND BEEBE	38040	REPAIRS & MAINTENANCE
1317	**ANNANDALE ROCK PRODUCTS**		**68.94**	**1** Transactions		
4575	**ARCTIC GLACIER USA INC**					
	01-521-000-0000-6807		273.24	ICE FOR RESALE	1955619011	MATERIALS FOR RE-SALE - POP ETC.
4575	**ARCTIC GLACIER USA INC**		**273.24**	**1** Transactions		
2609	**CENTURYLINK**					
	01-521-000-0000-6203		14.44	63276699	1380352753	TELEPHONE
2609	**CENTURYLINK**		**14.44**	**1** Transactions		
3854	**DAVIS CONSTRUCTION COMPANY**					
	01-521-000-0000-6301		256.50	BLACK DIRT BEEBE	11805	REPAIRS & MAINTENANCE
3854	**DAVIS CONSTRUCTION COMPANY**		**256.50**	**1** Transactions		
1665	**FARM-RITE EQUIPMENT INC**					
	01-521-000-0000-6452		199.83	WINDSHIELD SKIDSTEER #653	P21862	VEHICLE MAINTENANCE

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
1665	**FARM-RITE EQUIPMENT INC**		**199.83**	**1** Transactions		
5849	**FEDERATED CO-OPS INC**					
	01-521-000-0000-6251		240.20	PROPANE	130102113	UTILITY SERVICES - ELECTRICITY
5849	**FEDERATED CO-OPS INC**		**240.20**	**1** Transactions		
6832	**MINI BIFF INC**					
	01-521-000-0000-6301		561.78	PORTA TOILET RENTALS	79278	REPAIRS & MAINTENANCE
	01-521-000-0000-6301		609.72	PORTA TOILET RENTALS	79283	REPAIRS & MAINTENANCE
6832	**MINI BIFF INC**		**1,171.50**	**2** Transactions		
2875	**NUT MAN/THE**					
	01-521-000-0000-6807		21.00	RESALE ITEMS	46437	MATERIALS FOR RE-SALE - POP ETC.
2875	**NUT MAN/THE**		**21.00**	**1** Transactions		
3208	**POWER DISTRIBUTORS LLC**					
	01-521-000-0000-6452		65.12	VEHICLE MAINT/REPAIRS	52190431	VEHICLE MAINTENANCE
3208	**POWER DISTRIBUTORS LLC**		**65.12**	**1** Transactions		
6368	**TOOL WAREHOUSE INC**					
	01-521-000-0000-6452		80.72	SUPPLIES	0230132IN	VEHICLE MAINTENANCE
6368	**TOOL WAREHOUSE INC**		**80.72**	**1** Transactions		
4628	**VERIZON WIRELESS**					
	01-521-000-0000-6203		67.65	887189319		TELEPHONE
4628	**VERIZON WIRELESS**		**67.65**	**1** Transactions		
4957	**WESTSIDE WHOLESALE TIRE**					
	01-521-000-0000-6452		741.70	VEHICLE MAINT/REPAIRS	770376	VEHICLE MAINTENANCE
4957	**WESTSIDE WHOLESALE TIRE**		**741.70**	**1** Transactions		
2487	**WINDSTREAM**					
	01-521-000-0000-6203		118.99	320 274 8870	091133123	TELEPHONE
	01-521-000-0000-6203		76.86	320 963 3881	091134470	TELEPHONE
2487	**WINDSTREAM**		**195.85**	**2** Transactions		
1535	**WRIGHT HENNEPIN ELECTRIC**					
	01-521-000-0000-6251		1,748.82	108 1031 1200		UTILITY SERVICES - ELECTRICITY

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
1535	**WRIGHT HENNEPIN ELECTRIC**		**1,748.82**	**1** Transactions		
521	**DEPT Total:**		**5,145.51**	**PARKS**	**14 Vendors**	**16 Transactions**
603	DEPT			EXTENSION		
2609	**CENTURYLINK**					
	01-603-000-0000-6203		23.64	63276699	1380352753	TELEPHONE
2609	**CENTURYLINK**		**23.64**	**1** Transactions		
4628	**VERIZON WIRELESS**					
	01-603-000-0000-6203		80.02	887189319		TELEPHONE
4628	**VERIZON WIRELESS**		**80.02**	**1** Transactions		
603	**DEPT Total:**		**103.66**	**EXTENSION**	**2 Vendors**	**2 Transactions**
1	**Fund Total:**		**154,970.07**	**GENERAL REVENUE FUND**		**121 Transactions**

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
226	DEPT			E 911		
	2609 **CENTURYLINK**					
	02-226-000-0000-6203		328.96	763 682 1162 914	7/4/16	TELEPHONE
	2609 CENTURYLINK		**328.96**	**1** Transactions		
226	**DEPT Total:**		**328.96**	**E 911**	**1 Vendors**	**1 Transactions**
2	**Fund Total:**		**328.96**	**RESERVES FUND**		**1 Transactions**

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
310	DEPT			HIGHWAY ADMINISTRATION		
2609	**CENTURYLINK**					
	03-310-000-0000-6203		18.65	63276699	1380352753	TELEPHONE
2609	**CENTURYLINK**		**18.65**	**1** Transactions		
1344	**MARCO**					
	03-310-000-0000-6500		11.50	PRINTER OVERAGE CHARGE	3423672	PRINTING SERVICES
1344	**MARCO**		**11.50**	**1** Transactions		
4628	**VERIZON WIRELESS**					
	03-310-000-0000-6203		25.02	887189319		TELEPHONE
	03-310-000-0000-6203		668.27	887189319		TELEPHONE
4628	**VERIZON WIRELESS**		**693.29**	**2** Transactions		
310	**DEPT Total:**		**723.44**	**HIGHWAY ADMINISTRATION**	**3 Vendors**	**4 Transactions**
320	DEPT			HIGHWAY ENGINEERING		
321	**BRAUN INTERTEC CORPORATION**					
	03-320-000-0000-6505		4,425.00	PROF SERVICES 071916	B063451	CONSULTANT FEES
321	**BRAUN INTERTEC CORPORATION**		**4,425.00**	**1** Transactions		
320	**DEPT Total:**		**4,425.00**	**HIGHWAY ENGINEERING**	**1 Vendors**	**1 Transactions**
325	DEPT			HIGHWAY CONSTRUCTION		
1849	**ALBERTVILLE/CITY OF**					
	03-325-000-0000-6701		81,106.89	I94 AGMT PYMT#4 071916	20160116	BOND PAYMENTS
1849	**ALBERTVILLE/CITY OF**		**81,106.89**	**1** Transactions		
325	**DEPT Total:**		**81,106.89**	**HIGHWAY CONSTRUCTION**	**1 Vendors**	**1 Transactions**
330	DEPT			HIGHWAY MAINTENANCE		
4198	**BARGEN INCORPORATED**					
	03-330-000-0000-6343		2,195.00	EQUIP RENTAL 071916	2162282	EQUIPMENT RENTAL
4198	**BARGEN INCORPORATED**		**2,195.00**	**1** Transactions		
1531	**CONTECH CONSTRUCTION PRODUCT**					
	03-330-000-0000-6538		490.00	CULVERT REPAIR 071916	00256557	CULVERTS, BANDS & APRONS

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
1531	**CONTECH CONSTRUCTION PRODUCT**		**490.00**	**1** Transactions		
609	**DESIGN ELECTRICAL INC-COLD SPRING E**					
	03-330-000-0000-6543		232.50	SIGNAL REPAIRS 071916	3353	TRAFFIC SIGNALS
	03-330-000-0000-6543		690.63	SIGNAL REPAIRS 071916	3354	TRAFFIC SIGNALS
	03-330-000-0000-6543		690.62	SIGNAL REPAIRS 071916	3354	TRAFFIC SIGNALS
609	**DESIGN ELECTRICAL INC-COLD SPRING E**		**1,613.75**	**3** Transactions		
7338	**GOPHER STATE ONE CALL**					
	03-330-000-0000-6543		267.30	JUNE LOCATE TICKETS 071916	6061478	TRAFFIC SIGNALS
7338	**GOPHER STATE ONE CALL**		**267.30**	**1** Transactions		
1721	**M-R SIGN COMPANY INC**					
	03-330-000-0000-6539		12,018.19	SIGNS 071916	191109	TRAFFIC CONTROL
	03-330-000-0000-6539		79.04	SIGNS 071916	191399	TRAFFIC CONTROL
1721	**M-R SIGN COMPANY INC**		**12,097.23**	**2** Transactions		
330	**DEPT Total:**		**16,663.28**	**HIGHWAY MAINTENANCE**	**5 Vendors**	**8 Transactions**
340	DEPT			HIGHWAY SHOP MAINTENANCE		
1646	**BOYER TRUCK PARTS**					
	03-340-000-0000-6575		251.01-	CREDIT BAL ON ACCOUNT 071916		OUTSIDE LABOR
	03-340-000-0000-6574		16,211.03	REPAIR PARTS 071916	471970	REPAIR PARTS
	03-340-000-0000-6575		6,374.99	LABOR 071916	471970	OUTSIDE LABOR
1646	**BOYER TRUCK PARTS**		**22,335.01**	**3** Transactions		
7544	**CENTRA SOTA COOPERATIVE - BUFFALO**					
	03-340-000-0000-6563		1,470.78	DIESEL FUEL 071916	4223926	DIESEL
	03-340-000-0000-6563		1,565.34	DIESEL FUEL 071916	6113062	DIESEL
	03-340-000-0000-6563		5,834.40	DIESEL FUEL 071916	8103479	DIESEL
	03-340-000-0000-6564		9,097.50	UNLEADED FUEL 071916	8103479	UNLEADED GASOLINE
7544	**CENTRA SOTA COOPERATIVE - BUFFALO**		**17,968.02**	**4** Transactions		
438	**COTTENS INC**					
	03-340-000-0000-6574		47.52	COTTENS-PARTS 071916	584306	REPAIR PARTS
	03-340-000-0000-6574		1,059.21	REPAIR PARTS JUNE 071916	JUNE	REPAIR PARTS
438	**COTTENS INC**		**1,106.73**	**2** Transactions		
1118	**CULLIGAN OF BUFFALO**					

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
	03-340-000-0000-6596		57.80	FR LAKE(ANNANDALE) SALT 071916	173095103896	UTILITIES-OUTLYING SHOPS
	03-340-000-0000-6596		38.30	MAPLE LAKE SOFT SERV 071916	173102549511	UTILITIES-OUTLYING SHOPS
1118	**CULLIGAN OF BUFFALO**		**96.10**	**2** Transactions		
786	**FLEETPRIDE**					
	03-340-000-0000-6574		55.90	REPAIR PARTS 071916	78314264	REPAIR PARTS
786	**FLEETPRIDE**		**55.90**	**1** Transactions		
2812	**GRAINGER**					
	03-340-000-0000-6574		135.15	PART - INV9148498166 071916		REPAIR PARTS
2812	**GRAINGER**		**135.15**	**1** Transactions		
7360	**HOLIDAY**					
	03-340-000-0000-6564		29.41	ACCT 027506658 H.S. FU 071916	JUNE HS	UNLEADED GASOLINE
7360	**HOLIDAY**		**29.41**	**1** Transactions		
209	**LAKE REGION COOP OIL-COKATO**					
	03-340-000-0000-6575		217.00	LABOR UNIT 244 071916	7-11	OUTSIDE LABOR
209	**LAKE REGION COOP OIL-COKATO**		**217.00**	**1** Transactions		
3141	**LAPLANT DEMO INC**					
	03-340-000-0000-6599		690.83	ROLL OFF FEE 071916	43266	BUILDING MAINTENANCE-P.W.BLDG.
3141	**LAPLANT DEMO INC**		**690.83**	**1** Transactions		
600	**MORRIES PARTS & SERVICE GROUP**					
	03-340-000-0000-6574		20.85	PARTS 071916	501483FOW	REPAIR PARTS
600	**MORRIES PARTS & SERVICE GROUP**		**20.85**	**1** Transactions		
595	**O'REILLY AUTO PARTS**					
	03-340-000-0000-6574		411.12	PARTS 071916	24174584	REPAIR PARTS
	03-340-000-0000-6574		239.94	PARTS 071916	24176534	REPAIR PARTS
595	**O'REILLY AUTO PARTS**		**651.06**	**2** Transactions		
4808	**POWERPLAN OIB**					
	03-340-000-0000-6574		160.83	ACCT8850240407 REP PART 071916	P99308	REPAIR PARTS
4808	**POWERPLAN OIB**		**160.83**	**1** Transactions		
926	**ROYAL TIRE INC**					
	03-340-000-0000-6570		143.80	TIRES 071916	1-608182	TIRES

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
	03-340-000-0000-6570		2,237.51	TIRES 071916	1-608183	TIRES
926	**ROYAL TIRE INC**		**2,381.31**	**2** Transactions		
270	**RYAN CHEVROLET**					
	03-340-000-0000-6574		61.31	PARTS 071916	221396	REPAIR PARTS
270	**RYAN CHEVROLET**		**61.31**	**1** Transactions		
6221	**SUBURBAN TIRE WHOLESALE INC**					
	03-340-000-0000-6570		1,671.16	TIRES 071916	10139998	TIRES
6221	**SUBURBAN TIRE WHOLESALE INC**		**1,671.16**	**1** Transactions		
3096	**W D LARSON COMPANIES LTD**					
	03-340-000-0000-6574		612.08	PARTS - F-261810007 071916		REPAIR PARTS
3096	**W D LARSON COMPANIES LTD**		**612.08**	**1** Transactions		
340	**DEPT Total:**		**48,192.75**	**HIGHWAY SHOP MAINTENANCE**	**16 Vendors**	**25 Transactions**
380	DEPT			UNALLOCATED NON-HIGHWAY OPERAT		
2467	**CARLSON/NICK**					
	03-380-000-0000-6520		125.00	STEEL TOE BOOT REIMB 071916		SAFETY PROGRAM & SUPPLIES
2467	**CARLSON/NICK**		**125.00**	**1** Transactions		
2541	**M & M EXPRESS SALES AND SERVICE**					
	03-380-000-0000-6520		209.75	SAFETY GEAR 071916	26827	SAFETY PROGRAM & SUPPLIES
2541	**M & M EXPRESS SALES AND SERVICE**		**209.75**	**1** Transactions		
2463	**MN SAFETY COUNCIL**					
	03-380-000-0000-6520		136.80	ERG POCKET GUIDE	44045	SAFETY PROGRAM & SUPPLIES
2463	**MN SAFETY COUNCIL**		**136.80**	**1** Transactions		
3336	**WARNING LITES OF MN INC**					
	03-380-000-0000-6520		34.14	SAFETY PARTS 071916	157196	SAFETY PROGRAM & SUPPLIES
3336	**WARNING LITES OF MN INC**		**34.14**	**1** Transactions		
380	**DEPT Total:**		**505.69**	**UNALLOCATED NON-HIGHWAY OPERAT**	**4 Vendors**	**4 Transactions**
3	**Fund Total:**		**151,617.05**	**ROAD AND BRIDGE FUND**		**43 Transactions**

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
420	DEPT			FINANCIAL SERVICES		
2609	**CENTURYLINK**					
	11-420-600-0020-6203		351.66	63276699	1380352753	TELEPHONE
2609	**CENTURYLINK**		**351.66**	**1** Transactions		
420	**DEPT Total:**		**351.66**	**FINANCIAL SERVICES**	**1 Vendors**	**1 Transactions**
430	DEPT			SOCIAL SERVICES		
2609	**CENTURYLINK**					
	11-430-700-0020-6203		632.67	63276699	1380352753	TELEPHONE
2609	**CENTURYLINK**		**632.67**	**1** Transactions		
430	**DEPT Total:**		**632.67**	**SOCIAL SERVICES**	**1 Vendors**	**1 Transactions**
450	DEPT			PUBLIC HEALTH SERVICES		
2609	**CENTURYLINK**					
	11-450-430-0020-6203		187.52	63276699	1380352753	TELEPHONE
2609	**CENTURYLINK**		**187.52**	**1** Transactions		
450	**DEPT Total:**		**187.52**	**PUBLIC HEALTH SERVICES**	**1 Vendors**	**1 Transactions**
480	DEPT			HUMAN SERVICES UNALLOCATED		
1349	**CORPORATE PAYMENT SYSTEMS**					
	11-480-000-0000-6899		31.49	ETR ASSOCIATES	0161016	HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		113.43	AMAZON.COM	11568215669309	HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		77.94	AMAZON.COM	11569892962725	HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		614.60	POSITIVE PROMOTIONS	20312265	HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		30.30	PLANNED PARENTHOOD	5/27/2016	HUMAN SERVICES EXP. DUMP FUND
1349	**CORPORATE PAYMENT SYSTEMS**		**867.76**	**5** Transactions		
1344	**MARCO**					
	11-480-000-0000-6899		570.11	PRINTER OVERAGE CHARGE	3423672	HUMAN SERVICES EXP. DUMP FUND
1344	**MARCO**		**570.11**	**1** Transactions		
4628	**VERIZON WIRELESS**					
	11-480-000-0000-6899		1,488.00	887189319		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		300.00-	CREDIT 612 360 3830		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		73.06	887189319		HUMAN SERVICES EXP. DUMP FUND

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
	11-480-000-0000-6899		60.78	887189319		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		100.79	887189319		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		134.76	887189319		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		194.62	887189319		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		121.56	887189319		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		6,047.74	887189319		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		132.22	EQUIP 612 269 2663		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		19.48	EQUIP 763 238 3040		HUMAN SERVICES EXP. DUMP FUND
	11-480-000-0000-6899		141.32	887189319		HUMAN SERVICES EXP. DUMP FUND
4628	**VERIZON WIRELESS**		**8,214.33**	**12** Transactions		
480	**DEPT Total:**		**9,652.20**	**HUMAN SERVICES UNALLOCATED**	**3 Vendors**	**18 Transactions**
11	**Fund Total:**		**10,824.05**	**HUMAN SERVICES FUND**		**21 Transactions**

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
150	DEPT			LEVY STABILIZATION FUND		
1349	**CORPORATE PAYMENT SYSTEMS**					
	34-150-000-0000-6621		2,112.02	COMXUSA	16617DP	FURNITURE & EQUIPMENT
1349	**CORPORATE PAYMENT SYSTEMS**		**2,112.02**	**1** Transactions		
150	**DEPT Total:**		**2,112.02**	**LEVY STABILIZATION FUND**	**1 Vendors**	**1 Transactions**
161	DEPT			HIGHWAY BUILDING BOND PROCEEDS		
3408	**AGC NETWORKS INC**					
	34-161-000-0000-6605		15,138.95	PHONE SYSTEM INSTALL HWYBLDG	9200000662	HIGHWAY BUILDING
3408	**AGC NETWORKS INC**		**15,138.95**	**1** Transactions		
1075	**BUFFALO/CITY OF**					
	34-161-000-0000-6605		2,294.38	27 009020 00		HIGHWAY BUILDING
1075	**BUFFALO/CITY OF**		**2,294.38**	**1** Transactions		
161	**DEPT Total:**		**17,433.33**	**HIGHWAY BUILDING BOND PROCEEDS**	**2 Vendors**	**2 Transactions**
34	**Fund Total:**		**19,545.35**	**CAPITAL IMPROVEMENTS FUND**		**3 Transactions**

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
505	DEPT			HISTORIAN		
	2609 **CENTURYLINK**					
	71-505-000-0000-6203		5.78	63276699	1380352753	TELEPHONE
	2609 CENTURYLINK		**5.78**	**1** Transactions		
505	**DEPT Total:**		**5.78**	**HISTORIAN**	**1 Vendors**	**1 Transactions**
71	**Fund Total:**		**5.78**	**HISTORIAN**		**1 Transactions**

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
605	DEPT			SOIL & WATER		
	46443 **MCIT**					
	72-605-000-0000-6353		56.00	ADD #28 ECOS TRAILER UNIT DX		LIABILITY INSURANCE
	46443 MCIT		**56.00**	**1** Transactions		
605	**DEPT Total:**		**56.00**	**SOIL & WATER**	**1 Vendors**	**1 Transactions**
72	**Fund Total:**		**56.00**	**SOIL AND WATER**		**1 Transactions**
	Final Total:		**337,347.26**	**140 Vendors**	**191 Transactions**	

Copyright 2010 Integrated Financial Systems

Recap by Fund

Fund	Amount	Name
1	154,970.07	GENERAL REVENUE FUND
2	328.96	RESERVES FUND
3	151,617.05	ROAD AND BRIDGE FUND
11	10,824.05	HUMAN SERVICES FUND
34	19,545.35	CAPITAL IMPROVEMENTS FUND
71	5.78	HISTORIAN
72	56.00	SOIL AND WATER
All Funds	337,347.26	Total

Approved by, ...

. . . . . .

. . . . . .

Copyright 2010 Integrated Financial Systems