

WRIGHT COUNTY BOARD  
AGENDA  
JANUARY 24, 2017

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

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

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

**A. COUNTY BOARD MINUTES 1-17-17**

Documents:

[1-17-17 WRIGHT COUNTY BOARD MINUTES.PDF](#)

**III. REVIEW & APPROVAL OF AGENDA**

**IV. CONSENT AGENDA**

**A. ADMINISTRATION**

1. Approve Labor Contract Agreement With AFSCME Council 65

Documents:

[RFBA - TENTATIVE AGREEMENT FOR AFSCME.PDF](#)

**B. ADMINISTRATION**

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

Documents:

[RFBA TENTATIVE AGREEMENT - ASST COUNTY ATTORNEYS.PDF](#)

**C. ADMINISTRATION**

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

**D. AUDITOR/TREASURER**

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

Documents:

[AGENDA 1-24 CONSENT CLAIMS.PDF](#)

**E. AUDITOR/TREASURER**

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

C. City Of Monticello: CMV's ECig Lounge DBA ECig Lounge Of Monticello;

D. Township Of French Lake: Lantto's Store, Inc.

Documents:

[AGENDA 1-24 CONSENT TOBACCO LICENSE RENEWALS.PDF](#)

#### **F. HEALTH & HUMAN SERVICES**

1. Position Replacement

A. Social Worker

Documents:

[2017-01-24 WC REQUEST FOR BOARD ACTION - SW.PDF](#)

#### **G. PLANNING & ZONING**

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

A. **JOHN V. HOLTHAUS** - (Chatham Twp.) Planning Commission Unanimously Recommends Rezoning Approximately 29-30 Acres From AG General Agricultural To A/R Agricultural-Residential

B. **JOHN P. STALOCH** - (Monticello Twp.) Planning Commission Unanimously Recommends Rezoning From AG General Agricultural To A/R Agricultural-Residential

Documents:

[0124 AGENDA.PDF](#)

[HOLTHAUS PC MINUTES.PDF](#)

[STALOCH PC MINUTES.PDF](#)

#### **V. TIMED AGENDA ITEMS**

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

1. Acceptance Of The 2015 Indirect Cost Allocation Plan

2. Set Audit Entrance Meeting

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

Documents:

[AGENDA 1-24 2015 INDIRECT COST ALLOCATION PLAN.PDF](#)

[AGENDA 1-24 WRIGHT COUNTY FINAL 2015 INDIRECT COST PLAN BOARD.PDF](#)

[AGENDA 1-24 SET AUDIT ENTRANCE MEETING.PDF](#)

[AGENDA 1-24 PETITIONED ITEM - TAX FORFEIT COMMITTEE RECOMMENDATION.PDF](#)

[AGENDA 1-24 PETITIONED ITEM - TAX FORFEITURE PRIVATE SALE.PDF](#)

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

1. Authorize Attendance, NACE Annual Meeting, Cincinnati, OH

2. Award Southside Trail Extension Contract/City Of Annandale

3. Authorize Wright County To Approve Revised Joint Powers Agreement For TH 25 Corridor

Documents:

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

**VI. ITEMS FOR CONSIDERATION**

**A. COMMITTEE MINUTES**

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

Documents:

[1-17-17 COMMITTEE OF THE WHOLE MINUTES.PDF](#)

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

Documents:

[WRIGHT COUNTY ABATEMENT POLICY 2.PDF](#)  
[DELEGATION OF POWERS RESOLUTION.PDF](#)

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

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

**VIII. ADJOURNMENT**

**IX. NOTE:**

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

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

**XI. CLAIMS LISTING**

Documents:

[AUDIT LIST FOR BOARD 1-24-2017.PDF](#)

INFORMATIONAL

WRIGHT COUNTY BOARD  
MINUTES  
JANUARY 17, 2017

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

### MINUTES

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

### AGENDA

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

### CONSENT AGENDA

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

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

**TIMED ITEMS****BOB HIIVALA, AUDITOR/TREASURER**Approve Temporary Liquor License for A.B.A.T.E. of Minnesota, Inc.

Potter moved to approve the license, seconded by Daleiden. The motion carried 5-0.

Approve Precious Metal Dealer License for Shapan Kirkpatrick of National Gold Consultants, Inc. (City of Monticello).

Vetsch moved to approve the license, seconded by Daleiden, and carried 5-0

Convene Tax Forfeit Committee Meeting.

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

Approve Resolution Supporting Request by Timber Ridge Third Addition Townhome Association to Repurchase Two Parcels of Tax Forfeited Land (City of Monticello).

Brian Asleson, Chief Deputy Attorney, stated the request involves the repurchase of tax forfeited land by the former owner and includes PID #155-163-000010 and PID #155-163-000020. The property went tax forfeit as special assessments were placed by the City of Monticello for unpaid water bills (in-ground sprinkler system).

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

Claims.

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

**DUANE NORTHAGEN, EXECUTIVE DIRECTOR, WRIGHT COUNTY ECONOMIC DEVELOPMENT PARTNERSHIP**Authorize Signatures On The CEDS Agreement

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

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

**GREG KRYZER, ASSISTANT COUNTY ATTORNEY**Adopt Resolution to Withdraw Appeal of DNR Order

This relates to a DNR order regarding a culvert on Ditch 31 at Fillmore Avenue in Woodland Township. On a motion by Potter, second by Daleiden, roll call vote carried 5-0 to adopt Resolution #17-06:

**Resolution to Withdraw Appeal of DNR Order**

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

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

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

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

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

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

(End of Resolution #17-06)

#### **FRED BENGTON, MN DNR AREA WILDLIFE MANAGER**

##### Pelican Lake WMA Acquisition

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

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

#### **ITEMS FOR CONSIDERATION**

##### **1-11-17 BUILDING COMMITTEE MINUTES**

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

###### I. Supervised Visitation Space

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

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

## Recommendation:

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

II. HHS Alarm System – Operational Issues & Necessity

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

## Recommendation:

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

III. Public Works Deferred Maintenance & Remodel

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

## Recommendation:

Update only, no recommendation.

IV. Recycling Center – Tipping Floor Demolition

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

## Recommendation:

No recommendation, updates only.

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

**1-11-17 PERSONNEL COMMITTEE MINUTES**

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

ISD 728 Request For A School Resource Officer in Otsego

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

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

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

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

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

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

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

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

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

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

Recommendation: Authorize starting wage up to \$76,000  
(End of 1-11-17 Personnel Committee Minutes)

**AMC LEGISLATIVE CONFERENCE, FEBRUARY 16-17, 2017**

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

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

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

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

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

**CRIME LAB FUNDING FORMULA WORK GROUP**

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

**ADVISORY COMMITTEE / ADVISORY BOARD UPDATES**

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

**ADVISORY COMMITTEE / ADVISORY BOARD UPDATES (cont.):**

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

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

The meeting adjourned at 9:58 A.M.

DRAFT

# WRIGHT COUNTY REQUEST FOR BOARD ACTION

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

**CONSENT AGENDA:** X **AMT. OF TIME REQUIRED:** \_\_\_\_\_

**ITEM FOR CONSIDERATION:** \_\_\_\_\_

<p style="text-align: center;"><u>Administration</u></p> <p>ORIGINATING DEPARTMENT/SERVICE</p> <p><u>X</u> <u>Sue Vergin</u></p> <p>REQUESTOR'S SIGNATURE</p> <p>_____ REVIEWED BY/DATE</p>	<p><b>BOARD ACTION REQUESTED:</b></p> <p>Approve the Tentative Agreement with AFSCME Council No. 65, Local 2685 for 2017-2019, as hereto attached.</p>
---	--

**BACKGROUND/JUSTIFICATION:**

	<p><b>COUNTY ATTORNEY REVIEW DATE:</b></p>	<p><b>FINANCIAL IMPLICATIONS: \$</b> _____</p>
<p><b>COUNTY COORDINATOR/DATE:</b></p>	<p><b>ADMINISTRATIVE RECOMMENDATION:</b></p> <p><input type="checkbox"/> APPROVAL</p> <p><input type="checkbox"/> DENIAL</p> <p><input type="checkbox"/> NO RECOMMENDATION</p>	<p><b>BUDGETED:</b> _____</p> <p style="text-align: right;">YES    NO</p> <p><b>FUNDING:</b> _____</p> <p style="text-align: right;">LEVY    OTHER</p>

<p><b>COMMENTS:</b></p>	<p><b>COMMENTS:</b></p>
-------------------------	-------------------------

TENTATIVE AGREEMENT

WRIGHT COUNTY  
&  
AFSCME Local 2685

1. ARTICLE XXIII – DURATION

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

2. ARTICLE XXII GENERAL PROVISIONS – WAGES AND APPENDIX A

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

In addition, employees will be granted a ~~32.5%~~ general wage increase each year of the agreement effective January 1, ~~2016 2017, 2018 and 2019.~~ The salary ranges will increase by 2.5% each year at the minimum and maximum of the range. Employees that are below the new minimum wage effective January 1, 2016 after receiving the 3% general adjustment shall move to the new 2016 minimum wage. Employees who are at or above the range maximum and will not be eligible for a general wage increase. ~~will be redlined and shall receive a 1.5% non-base lump sum payment for 2016. Employees who are partially eligible for a general wage increase shall receive the increase up to the new maximum wage and shall receive the remaining of the 1.5% as a non-base lump sum payment for 2016. (Appendix A— Pay Structure and Appendix B— List of Employees and Wage Increases.~~

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

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

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

12/22/2016

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

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

16.1 ~~Effective for 2015 and 2016 Employees will have Health Insurance Plans 1, 2, and 3 as identified in Appendix C. Plan 1 and 2 will expire as of December 31, 2016.~~ Effective January 1, 2017, ~~through December 31, 2019~~<sup>17</sup>, ~~Employees will have Health Insurance Plans currently identified as plans 3, 4, and 5.~~ the County will provide three insurance plans (Appendix ~~CB~~).

a. Plan 3 - \$300 Deductible Plan & Dental

- No increase ~~into~~ County Contribution

b. Plan 4 - \$1000 Deductible Plan & Dental

- Single – Increase ~~in~~ County ~~c~~ontribution ~~of by~~ \$25.48 per month
- Family – Increase ~~in~~ County contribution ~~by of~~ \$50.00 per month

a-c. Plan 5 - \$3000 Deductible Plan & Dental (with VEBA)

- Single – Increase ~~in~~ County contribution ~~by of~~ \$20.48 toward insurance premium and \$5 ~~per month~~ toward VEBA ~~per month~~
- Family – Increase ~~in~~ County contribution ~~by of~~ \$40 toward insurance premium and \$10 ~~per month~~ toward VEBA ~~per month~~.

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

4. ARTICLE XV JOB POSTING-PROMOTIONS

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

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

5. ARTICLE X – OVERTIME

12/22/2016

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

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

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

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

7. ARTICLE XXII HEALTH AND HUMAN SERVICES GENERAL PROVISIONS

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

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

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

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

8. OTHER ITEMS:

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

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

- b. Flexible Work Schedules – Policy 508 Work Schedule was revised to allow department heads more flexibility in work schedules without approval from the County Board or Health and Human Services Board.
- c. Clarify Retirement Eligibility – define retirement eligibility as consistent with PERA retirement eligibility / PERA definition of retirement in all references to retirement throughout the contract.

ARTICLE 3. DEFINITIONS

3.17 Retirement Eligibility – Define consistent with PERA retirement eligibility.

b.d.POLICY 506 – BUSINESS RELATED EXPENSE REIMBURSEMENT

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

e.e. Change all Roman Numerals to numbers.

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

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

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

9. PAID TIME OFF (PTO) Policy –

12/22/2016

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

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

# WRIGHT COUNTY REQUEST FOR BOARD ACTION

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

**CONSENT AGENDA:** X **AMT. OF TIME REQUIRED:** \_\_\_\_\_

**ITEM FOR CONSIDERATION:** \_\_\_\_\_

<p style="text-align: center;"><u>Administration</u></p> <p>ORIGINATING DEPARTMENT/SERVICE</p> <p><u>X</u> <u>Sue Vergin</u></p> <p>REQUESTOR'S SIGNATURE</p> <p>_____</p> <p>REVIEWED BY/DATE</p>	<p><b>BOARD ACTION REQUESTED:</b></p> <p>Approve the Tentative Agreement with the Assistant Wright County Attorney's Association for 2017-2019, as hereto attached.</p>
--	---

**BACKGROUND/JUSTIFICATION:**

\_\_\_\_\_

	<p><b>COUNTY ATTORNEY REVIEW DATE:</b></p>	<p><b>FINANCIAL IMPLICATIONS: \$</b> _____</p>
<p><b>COUNTY COORDINATOR/DATE:</b></p>	<p><b>ADMINISTRATIVE RECOMMENDATION:</b></p> <p><input type="checkbox"/> APPROVAL</p> <p><input type="checkbox"/> DENIAL</p> <p><input type="checkbox"/> NO RECOMMENDATION</p>	<p><b>BUDGETED:</b> _____</p> <p style="text-align: right;">YES    NO</p> <p><b>FUNDING:</b> _____</p> <p style="text-align: right;">LEVY    OTHER</p>

**COMMENTS:**

\_\_\_\_\_

**COMMENTS:**

\_\_\_\_\_

**TENTATIVE AGREEMENT SUMMARY  
WITH  
ASSISTANT COUNTY ATTORNEY'S ASSOCIATION**

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

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

- a. Plan 3 (300 Deductible Plan & Dental)
  - No increase in County contribution for single/family
- b. Plan 4 (1,000 Deductible Plan & Dental)
  - Single – Increase in County contribution of \$25.48 per month
  - Family – Increase in County contribution of \$50.00 per month
- c. Plan 5 (3,000 Deductible Plan (with VEBA) & Dental)
  - Single – Increase in County contribution of \$20.48 toward insurance premium and \$5 toward VEBA per month
  - Family – Increase in County contribution of \$40 toward insurance premium and \$10 toward VEBA per month

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

**2. ARTICLE 22 – DURATION**

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

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

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

In addition, employees will be granted a ~~1-52.5%~~ general wage increase each year of the Agreement effective January 1, ~~2015-2017, 2018~~ and ~~2016~~2019.

#### 4. ARTICLE 9 – SENIORITY

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

#### 5. OTHER ITEMS

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

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

- b. Flexible Work Schedules – Policy 508 Work Schedule (attached) was revised to allow department heads more flexibility in work schedules without approval from the County Board.
- c. Clarify Retirement Eligibility – define retirement eligibility as consistent with PERA retirement eligibility / PERA definition of retirement in all references to retirement throughout the contract.

#### ARTICLE 3. DEFINITIONS

3.14 Retirement Eligibility – Define consistent with PERA retirement eligibility.

- d. POLICY 506 – BUSINESS RELATED EXPENSE REIMBURSEMENT

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

- e. Side Letter – retain side letter from 2015 – 2016 Collective Bargaining Agreement which identifies the following:
1. The parties will continue the informal compensatory time arrangement that exists in the County Attorney's Office.
  2. The County will continue the current practice with respect to attorney license fees and authorized training in accordant with the existing policy in the County Attorney's Office.
  3. In the event the County elects to employ part-time Assistant County Attorneys, the parties will discuss the terms and conditions of employment.

# WRIGHT COUNTY REQUEST FOR BOARD ACTION

<b>Req. Agenda Time:</b>		<b>Board Meeting Date:</b>	1-24-2017	<b>Consent Agenda:</b>	X
<b>Amt. of Time Required:</b>		<b>Item For Consideration:</b>			
Auditor-Treasurer's Office		<b>Board Action Requested:</b>			
<b>Originating Department/Service</b>		Approve Claims as Listed in the Abstract, Subject to Audit, for a Total of \$176,891.65 with 182 Vendors and 401 Transactions.			
<b>Requestor's Signature</b>					
<b>Reviewed By/Date</b>					
<b>Background/Justification:</b>					
<b>Previous Action On Request/Other Parties Advised:</b>					
<b>Date/Time Received In Administration Office:</b>	<b>County Attorney Review/Date:</b>	<b>Financial Implications: \$</b>			
<b>County Coordinator/Date</b>	<b>Administrative Recommendation:</b> Approval Denial No Recommendation	<b>Budgeted:</b> Yes                      No			
		<b>Funding:</b> Levy                      Other			
<b>Comments:</b>			<b>Comments:</b>		

# WRIGHT COUNTY REQUEST FOR BOARD ACTION

<b>Req. Agenda Time:</b>		<b>Board Meeting Date:</b>	1-24-2017	<b>Consent Agenda:</b>	X
<b>Amt. of Time Required:</b>		<b>Item For Consideration:</b>			
Auditor-Treasurer's Office		<b>Board Action Requested:</b>			
<b>Originating Department/Service</b>		Approve Renewal of 2017 Tobacco Licenses			
<b>Requestor's Signature</b>					
<b>Reviewed By/Date</b>					
<b>Background/Justification:</b>					
<p>Approve Renewal of 2017 Tobacco Licenses for:</p> <ul style="list-style-type: none"> <li>A. <u>City of Delano</u>: City of Delano DBA Delano Wine &amp; Spirits;</li> <li>B. <u>City of Maple Lake</u>: Roger's Amoco, Inc. DBA Roger's BP-Amoco;</li> <li>C. <u>City of Monticello</u>: CMV's ECig Lounge DBA ECig Lounge of Monticello;</li> <li>D. <u>Township of French Lake</u>: Lantto's Store, Inc.</li> </ul>					
<b>Previous Action On Request/Other Parties Advised:</b>					
<b>Date/Time Received In Administration Office:</b>		<b>County Attorney Review/Date:</b>		<b>Financial Implications: \$</b>	
<b>County Coordinator/Date</b>		<b>Administrative Recommendation:</b> Approval Denial No Recommendation		<b>Budgeted:</b>	
				Yes                      No	
				<b>Funding:</b>	
				Levy                      Other	
<b>Comments:</b>				<b>Comments:</b>	

# WRIGHT COUNTY REQUEST FOR BOARD ACTION

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

AMT. OF TIME REQUIRED: \_\_\_\_\_ ITEM FOR CONSIDERATION: Position replacement

County Board

ORIGINATING DEPARTMENT/SERVICE

X Michelle Miller

REQUESTOR'S SIGNATURE

Michelle Miller / 1-19-17  
REVIEWED BY/DATE

**BOARD ACTION REQUESTED:**

Replace Social Worker

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

COUNTY ATTORNEY  
REVIEW DATE:

**FINANCIAL  
IMPLICATIONS:**

\$ \_\_\_\_\_

COUNTY COORDINATOR/DATE:

**ADMINISTRATIVE  
RECOMMENDATION:**

- APPROVAL
- DENIAL
- NO RECOMMENDATION

**BUDGETED:**                          
                                 YES      NO

**FUNDING:**

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

**COMMENTS:**

WRIGHT COUNTY

REQUEST FOR BOARD ACTION

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

AMT. OF TIME REQUIRED ITEM FOR CONSIDERATION: Rezoning

<p><b><u>PLANNING &amp; ZONING</u></b> Originating Dept.</p> <p><u>Sean Riley</u> Requester's Signature</p> <p>_____ Reviewed by/Date</p>	<p><b>BOARD ACTION REQUESTED:</b></p> <p><b>Accept the findings and recommendations of the Planning Commission for the following rezonings:</b></p>
---	---

**BACKGROUND/JUSTIFICATION:**

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

**PREVIOUS ACTION ON REQUEST/OTHER PARTIES ADVISED:**

<p><b>DATE/TIME RECEIVED IN ADMINISTRATION OFFICE</b></p>	<p><b>COUNTY ATTORNEY REVIEW/DATE:</b></p>	<p><b>FINANCIAL IMPLICATIONS:</b> <b>BUDGETED:</b> _____ <b>FUNDING:</b> _____</p>
---	--	--

**COMMENTS:**

**WRIGHT COUNTY PLANNING COMMISSION**

**Meeting of: January 12, 2017**

**M I N U T E S – (Informational)**

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

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

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

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

Present: John Holthaus and George Mead

- A. Riley reviewed the location maps, current zoning is AG and in the Land Use Plan for A/R Agricultural-Residential. The Commission had continued the rezoning request to obtain further information. He noted the parcel to the south (not part of rezoning request) is also owned by the applicant. The topography and driveway were noted. The Commission heard from a neighbor about the safety concerns of adding another access point. The applicant has worked with the County Highway Department and their recommendation is to allow the access point for the new lot, remove the access location for the lot of record and move it to the south to a better location. The condition would have to be addressed through the CUP process. Borrell noted this would improve the visibility concern.
- B. Riley – noted if the applicant agrees with the recommendation of the driveway locations, the Commission can act on the rezoning and address it at the next stage. Felger asked if this was due to a safety concern. Riley correct, this provides an opportunity to improve the situation.
- C. J. Holthaus they had the suitability for soils done and work with the surveyor to complete the survey. He does not see any issue with completing the work prior to February hearing.
- D. Felger opened the hearing for public comment, hearing none, the matter returned to the Commission for action.
- E. Borrell moved to recommend approval of the rezoning to the County Board of Commissioners to rezone the property from AG Agricultural to A/R Agricultural Residential because it meets the criteria laid out in the NEQ Land Use Plan and the Town Board approves. Bravinder seconded the motion. VOTE: CARRIED UNANIMOUSLY
- F. Borrell moved to continue the hearing to February 9, 2017 on the subdivision portion of the request to allow time for the applicant to finalize survey work and other required information for subdivision approval and for the County Board to act on the rezoning. Pederson seconded the motion. VOTE: CARRIED UNANIMOUSLY

**WRIGHT COUNTY PLANNING COMMISSION**

**Meeting of: January 12, 2017**

**MINUTES – (Informational)**

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

**JOHN P. STALOCH** – Cont. from 12/15/16

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

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

Present: John Staloch & John Holthaus

- A. Riley reviewed the location of the property and request to rezone to A/R. The land is currently zoned AG and in the Land Use Plan for A/R. The wetland area was of concern and pointed out on the maps. A wetland professional was hired and report submitted to the Wright County Soil & Water Conservation District (SWCD). The information submitted shows it is not a wetland and SWCD agreed, but had to start the 15-day notice and the public forum. The public comment period ends tomorrow (January 13). He feels confident it will be approved and suggested the Commission could act on the rezoning, if something unusual happens, it would be known before the recommendation is before the County Board. Any other concerns about the subdivision can be addressed through the conditional use permit at the subdivision hearing.
- B. Holthaus – looking for a rezoning to allow a split down the middle. They have met with the Town Board and had someone from the Township out to look at the driveway location. Riley noted the Town Board felt two driveways are possible, if adequately spaced.
- C. Felger asked for public comment. No comments were heard and closed the public hearing portion and returned to the Commission for questions.
- D. Bravinder moved to approve the rezoning to the County Board of Commissioners to rezone the property from AG Agricultural to A/R Agricultural Residential because the Board feels it meets the criteria laid out in the land use plan and the Town Board approves. D. Thompson seconded the motion. VOTE: CARRIED UNANIMOUSLY

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

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

# WRIGHT COUNTY REQUEST FOR BOARD ACTION

<b>Req. Agenda Time:</b>	9:05 a.m.	<b>Board Meeting Date:</b>	1-24-2017	<b>Consent Agenda:</b>	
<b>Amt. of Time Required:</b>	10 min.	<b>Item For Consideration:</b>			
Auditor-Treasurer's Office		<b>Board Action Requested:</b>			
<b>Originating Department/Service</b>		Acceptance Of The 2015 Indirect Cost Allocation Plan.			
<b>Requestor's Signature</b>					
<b>Reviewed By/Date</b>					
<b>Background/Justification:</b>					
<p>Wright County hired Denovo Consulting Services to prepare the 2015 plan. Diane Blaschko will be here to present the plan and answer any questions the Board may have on how to read or use the plan, and to describe how this plan document differs from the 2014 plan.</p>					
<b>Previous Action On Request/Other Parties Advised:</b>					
<b>Date/Time Received In Administration Office:</b>		<b>County Attorney Review/Date:</b>		<b>Financial Implications: \$</b>	
<b>County Coordinator/Date</b>		<b>Administrative Recommendation:</b> Approval Denial No Recommendation		<b>Budgeted:</b> Yes                      No  <b>Funding:</b> Levy                      Other	
<b>Comments:</b>				<b>Comments:</b>	

**Wright County, MN  
Cost Allocation Plan  
for the Year Ending 12/31/2015  
For Use in 2017**

Prepared by De Novo Consulting Solutions, LLC



**De Novo Consulting Solutions**  
*Providing Unique Solutions to Government Clients*

**December 2016**

# HOW TO READ A COST PLAN

## INTRODUCTION

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

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

## USES OF COST ALLOCATION PLANS

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

## COST PLAN METHODOLOGY

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

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

## ABCAP SYSTEM METHODOLOGY

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

## FORMAT OF THE REPORT

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

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

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

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





Wright County Auditor/Treasurer Office

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

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

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

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

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

# WRIGHT COUNTY REQUEST FOR BOARD ACTION

REQ. AGENDA TIME: \_\_\_\_\_ BOARD MEETING DATE: 01-24-17 CONSENT AGENDA: \_\_\_\_\_

AMT. OF TIME REQUIRED: 1 min ITEM FOR CONSIDERATION: \_\_\_\_\_

HIGHWAY  
ORIGINATING DEPARTMENT/SERVICE  
  
REQUESTOR'S SIGNATURE  
  
REVIEWED BY/DATE

**BOARD ACTION REQUESTED:**

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

**BACKGROUND/JUSTIFICATION:**

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

Early bird registration is open now for the conference until February 10<sup>th</sup>.

**PREVIOUS ACTION ON REQUEST/OTHER PARTIES ADVISED:**

DATE/TIME RECEIVED IN ADMINISTRATION OFFICE:	COUNTY ATTORNEY REVIEW DATE:	FINANCIAL IMPLICATIONS: \$ _____.
COUNTY COORDINATOR/DATE:	ADMINISTRATIVE RECOMMENDATION: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DENIAL <input type="checkbox"/> NO RECOMMENDATION	BUDGETED: <u>X</u> YES    _____ NO  FUNDING: _____ LEVY    _____ OTHER

COMMENTS:

COMMENTS:

# WRIGHT COUNTY REQUEST FOR BOARD ACTION

REQ. AGENDA TIME: \_\_\_\_\_ BOARD MEETING DATE: 01-24-17 CONSENT AGENDA: \_\_\_\_\_

AMT. OF TIME REQUIRED: 1 min ITEM FOR CONSIDERATION: \_\_\_\_\_

**BOARD ACTION REQUESTED:**

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

**HIGHWAY**

ORIGINATING DEPARTMENT/SERVICE

*[Handwritten Signature]*  
REQUESTOR'S SIGNATURE

REVIEWED BY/DATE

**BACKGROUND/JUSTIFICATION:**

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

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

**PREVIOUS ACTION ON REQUEST/OTHER PARTIES ADVISED:**

DATE/TIME RECEIVED IN  
ADMINISTRATION OFFICE:

COUNTY ATTORNEY  
REVIEW DATE:

FINANCIAL  
IMPLICATIONS: \$ \_\_\_\_\_

COUNTY COORDINATOR/DATE:

ADMINISTRATIVE  
RECOMMENDATION:  
 APPROVAL  
 DENIAL  
 NO RECOMMENDATION

BUDGETED: \_\_\_\_\_  
YES NO

FUNDING: \_\_\_\_\_  
LEVY OTHER

COMMENTS:

COMMENTS:

## RESOLUTION

16-50

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

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

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

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

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

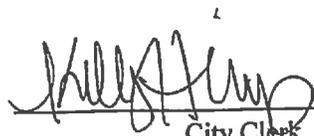
AND WHEREAS, the City Council of Annandale has executed Agreement No. 16-53 with the Wright County Department of Highways for the construction of said improvements;

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

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

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

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

  
\_\_\_\_\_  
City Clerk

**ABSTRACT OF BIDS - SOUTHSIDE TRAIL EXTENSION**

WRIGHT COUNTY  
 SP 086-090-006  
 BMI PROJECT W18.108698  
 11/1/2016

ITEM NO.	MVI/DOT SPEC.	ITEM	QUANTITY	UNIT	Landwehr Construction St. Cloud, MN		Sunram Construction Corcoran, MN		Veit & Company, Inc. Rogers, MN		Peterson Companies Chisago City, MN	
					DBE Commitment - 5.7%	Amount	DBE Commitment - 3.1%	Amount	DBE Commitment - 5.7%	Amount	DBE Commitment - 5.7%	Amount
1	2021.501	MOBILIZATION	1	LUMP SUM	\$22,000.00	\$22,000.00	\$22,500.80	\$22,500.80	\$59,000.00	\$59,000.00	\$77,181.00	\$77,181.00
2	2101.501	CLEARING (P)	0.5	ACRE	\$6,900.00	\$3,450.00	\$6,150.00	\$3,075.00	\$11,000.00	\$5,500.00	\$5,856.00	\$2,928.00
3	2101.502	CLEARING	1	TREE	\$340.00	\$340.00	\$310.00	\$310.00	\$170.00	\$170.00	\$293.00	\$293.00
4	2101.506	GRUBBING (P)	0.5	ACRE	\$4,500.00	\$2,250.00	\$4,100.00	\$2,050.00	\$11,000.00	\$5,500.00	\$3,904.00	\$1,952.00
5	2101.507	GRUBBING	1	TREE	\$230.00	\$230.00	\$205.00	\$205.00	\$170.00	\$170.00	\$196.00	\$196.00
6	2104.501	REMOVE WATER MAIN	7	LIN FT	\$17.00	\$119.00	\$15.00	\$105.00	\$51.00	\$357.00	\$102.14	\$714.98
7	2104.501	REMOVE SEWER PIPE (STORM)	53	LIN FT	\$22.00	\$1,166.00	\$11.00	\$583.00	\$24.00	\$1,272.00	\$19.15	\$1,014.95
8	2104.505	REMOVE BITUMINOUS PAVEMENT	545	SQ YD	\$12.40	\$6,756.00	\$2.80	\$1,526.00	\$1.80	\$981.00	\$7.81	\$4,256.45
9	2104.509	REMOVE HYDRANT	1	EACH	\$600.00	\$600.00	\$840.00	\$840.00	\$1,450.00	\$1,450.00	\$715.00	\$715.00
10	2105.501	COMMON EXCAVATION (P)	2170	CU YD	\$20.00	\$43,400.00	\$23.75	\$51,537.50	\$24.00	\$52,080.00	\$30.08	\$65,273.60
11	2105.507	SUBGRADE EXCAVATION	1513	CU YD	\$16.00	\$24,208.00	\$23.75	\$35,933.75	\$11.75	\$17,777.75	\$13.26	\$20,062.38
12	2105.523	COMMON BORROW (CV)	1513	CU YD	\$17.00	\$25,721.00	\$27.00	\$40,851.00	\$15.50	\$23,451.50	\$17.86	\$27,022.18
13	2118.502	AGGREGATE SURFACING (LV) CLASS 5	30	CU YD	\$30.00	\$900.00	\$50.00	\$1,500.00	\$32.00	\$960.00	\$42.96	\$1,288.80
14	2211.503	AGGREGATE BASE (CV) CLASS 5	1629	CU YD	\$44.50	\$72,490.50	\$46.70	\$76,074.30	\$29.00	\$47,241.00	\$43.14	\$70,275.06
15	2231.604	BITUMINOUS PATCH SPECIAL	250	SQ YD	\$54.00	\$13,500.00	\$48.80	\$12,200.00	\$35.00	\$8,750.00	\$46.50	\$11,625.00
16	2360.501	TYPE SP 9.5 WEARING COURSE MIX (2/B)	1677	TON	\$73.00	\$122,421.00	\$66.60	\$111,686.20	\$80.00	\$134,160.00	\$63.45	\$106,405.65
17	2501.511	12" RC PIPE CULVERT DES 3006 CL V	85	LIN FT	\$82.00	\$5,270.00	\$72.00	\$5,595.00	\$56.00	\$4,760.00	\$28.50	\$2,422.50
18	2501.511	15" RC PIPE CULVERT DES 3006 CL V	32	LIN FT	\$65.00	\$2,080.00	\$72.00	\$2,304.00	\$58.00	\$1,856.00	\$20.45	\$654.40
19	2501.511	24" RC PIPE CULVERT CLASS III	36	LIN FT	\$66.00	\$2,376.00	\$83.00	\$2,988.00	\$69.00	\$2,484.00	\$37.16	\$1,337.76
20	2501.515	12" RC PIPE APRON	4	EACH	\$860.00	\$3,440.00	\$1,260.00	\$5,040.00	\$1,470.00	\$5,880.00	\$798.44	\$3,193.76
21	2501.515	15" RC PIPE APRON	2	EACH	\$870.00	\$1,740.00	\$1,575.00	\$3,150.00	\$1,536.00	\$3,072.00	\$893.63	\$1,667.26
22	2501.515	24" RC PIPE APRON	1	EACH	\$1,000.00	\$1,000.00	\$2,950.00	\$2,950.00	\$2,400.00	\$2,400.00	\$1,140.43	\$1,140.43
23	2503.602	CONNECT TO EXISTING STORM SEWER	1	EACH	\$900.00	\$900.00	\$685.00	\$685.00	\$2,700.00	\$2,700.00	\$715.00	\$715.00
24	2504.602	1" CURB STOP & BOX	1	EACH	\$490.00	\$490.00	\$545.00	\$545.00	\$1,100.00	\$1,100.00	\$875.00	\$875.00
25	2504.602	CONNECT TO EXISTING WATER MAIN	1	EACH	\$500.00	\$500.00	\$2,205.00	\$2,205.00	\$1,100.00	\$1,100.00	\$788.00	\$788.00
26	2504.602	HYDRANT	1	EACH	\$4,500.00	\$4,500.00	\$6,665.00	\$6,665.00	\$5,500.00	\$5,500.00	\$4,292.00	\$4,292.00
27	2504.602	6" GATE VALVE & BOX	1	EACH	\$1,965.00	\$1,965.00	\$2,375.00	\$2,375.00	\$2,300.00	\$2,300.00	\$2,185.00	\$2,185.00
28	2504.603	1" TYPE K COPPER PIPE	10	LIN FT	\$98.00	\$980.00	\$51.00	\$510.00	\$405.00	\$405.00	\$117.30	\$1,173.00
29	2504.603	6" PVC WATERMAIN	11	LIN FT	\$83.00	\$913.00	\$62.00	\$682.00	\$337.00	\$3,707.00	\$51.94	\$571.34
30	2506.501	CONSTRUCT DRAINAGE STRUCTURE DESIGN 4007	1.4	LIN FT	\$375.00	\$525.00	\$1,970.00	\$2,758.00	\$2,002.00	\$2,802.80	\$634.29	\$888.01
31	2506.501	CONSTRUCT DRAINAGE STRUCTURE DES 48-4020	4.1	LIN FT	\$460.00	\$1,886.00	\$975.00	\$3,997.50	\$625.00	\$2,562.50	\$441.52	\$1,810.23
32	2506.516	CASTING ASSEMBLY	1	EACH	\$730.00	\$730.00	\$550.00	\$550.00	\$1,500.00	\$1,500.00	\$693.50	\$693.50
33	2506.522	ADJUST FRAME & RING CASTING	7	EACH	\$300.00	\$2,100.00	\$400.00	\$2,800.00	\$1,800.00	\$12,600.00	\$499.00	\$3,073.00
34	2511.501	RANDOM RIPRAP CLASS IV	9	CU YD	\$105.00	\$945.00	\$95.00	\$855.00	\$72.00	\$648.00	\$100.57	\$905.13
35	2521.501	6" CONCRETE WALK	218	SQ FT	\$23.00	\$5,014.00	\$21.00	\$4,578.00	\$19.00	\$4,142.00	\$11.20	\$2,441.60
36	2531.618	TRUNCATED DOMES	72	SQ FT	\$70.00	\$5,040.00	\$63.00	\$4,536.00	\$50.00	\$3,600.00	\$60.00	\$4,320.00
37	2563.601	TRAFFIC CONTROL	1	LUMP SUM	\$3,000.00	\$3,000.00	\$5,000.00	\$5,000.00	\$2,700.00	\$2,700.00	\$2,500.00	\$2,500.00
38	2564.531	SIGN PANELS TYPE C	4.5	SQ FT	\$75.00	\$337.50	\$110.00	\$495.00	\$61.00	\$274.50	\$111.11	\$500.00
39	2573.502	SILT FENCE, TYPE MS	885	LIN FT	\$1.70	\$1,504.50	\$2.05	\$1,814.25	\$2.00	\$1,770.00	\$4.00	\$3,540.00
40	2573.530	STORM DRAIN INLET PROTECTION	5	EACH	\$200.00	\$1,000.00	\$150.00	\$750.00	\$270.00	\$1,350.00	\$150.00	\$750.00
41	2573.601	TEMPORARY EROSION CONTROL	1	LUMP SUM	\$1,500.00	\$1,500.00	\$1,600.00	\$1,600.00	\$5,100.00	\$5,100.00	\$1,788.00	\$1,788.00
42	2574.508	FERTILIZER TYPE 1	921	POUND	\$2.25	\$2,072.25	\$1.50	\$1,381.50	\$0.85	\$782.85	\$0.50	\$460.50
43	2575.501	SEEDING	4.78	ACRE	\$515.00	\$2,461.70	\$475.00	\$2,270.50	\$400.00	\$1,912.00	\$2,790.00	\$13,336.20
44	2575.502	SEED MIXTURE 21-112	26	POUND	\$1.25	\$32.50	\$1.05	\$27.30	\$2.25	\$58.50	\$1.00	\$26.00

**ABSTRACT OF BIDS - SOUTHSIDE TRAIL EXTENSION**

WRIGHT COUNTY  
 SP 086-090-006  
 B/M/I PROJECT W18.108698  
 11/1/2016

ITEM NO.	MNDOT SPEC.	ITEM	QUANTITY	UNIT	Landwehr Construction St. Cloud, MN		Sunram Construction Corcoran, MN		Veit & Company, Inc. Rogers, MN		Peterson Companies Chicago City, MN	
					DBE Commitment - 5.7%	Amount	DBE Commitment - 3.1%	Amount	DBE Commitment - 5.7%	Amount	DBE Commitment - 5.7%	Amount
45	2575.502	SEED MIXTURE 21-141	383	POUND	\$4.35	\$1,448.55	\$3.95	\$1,315.35	\$4.60	\$1,531.80	\$6.15	\$2,047.95
46	2575.502	SEED MIXTURE 21-151	132	POUND	\$3.90	\$514.80	\$3.50	\$462.00	\$4.50	\$594.00	\$5.55	\$732.60
47	2575.502	SEED MIXTURE 34-271	4	POUND	\$95.00	\$380.00	\$84.00	\$336.00	\$79.00	\$316.00	\$103.00	\$412.00
48	2575.511	MULCH MATERIAL TYPE 1	7	TON	\$185.00	\$1,295.00	\$168.00	\$1,176.00	\$170.00	\$1,190.00	\$490.00	\$3,430.00
49	2575.519	DISK ANCHORING	3.7	ACRE	\$115.00	\$425.50	\$105.00	\$388.50	\$84.00	\$310.80	\$260.00	\$962.00
50	2575.523	EROSION CONTROL BLANKETS CATEGORY 3	849	SQ YD	\$2.25	\$1,910.25	\$1.85	\$1,570.65	\$2.25	\$1,910.25	\$2.05	\$1,740.45
51	2575.560	HYDRAULIC MATRIX TYPE BONDED FIBER	2559	POUND	\$2.45	\$6,269.55	\$2.10	\$5,373.90	\$2.25	\$5,757.75	\$1.90	\$4,862.10
52	2582.501	PAVEMENT MESSAGE EPOXY	18	SQ FT	\$16.00	\$288.00	\$15.00	\$270.00	\$17.00	\$306.00	\$15.00	\$270.00
53	2582.502	4" SOLID LINE WHITE-EPOXY	1064	LIN FT	\$0.90	\$957.60	\$0.80	\$851.20	\$0.50	\$532.00	\$0.45	\$478.80
54	2582.502	4" DOUBLE SOLID LINE YELLOW-EPOXY	688	LIN FT	\$1.80	\$1,238.40	\$1.60	\$1,100.80	\$1.00	\$688.00	\$0.90	\$619.20
55	2582.502	4" BROKEN LINE WHITE-EPOXY	50	LIN FT	\$0.90	\$45.00	\$0.80	\$40.00	\$0.50	\$25.00	\$0.45	\$22.50
<b>TOTAL AMOUNT BID:</b>						<b>\$408,628.60</b>		<b>\$443,071.00</b>		<b>\$454,694.00</b>		<b>\$464,779.26</b>

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

# WRIGHT COUNTY REQUEST FOR BOARD ACTION

REQ. AGENDA TIME: \_\_\_\_\_ BOARD MEETING DATE: 01-24-17 CONSENT AGENDA: \_\_\_\_\_

AMT. OF TIME REQUIRED: 2 min ITEM FOR CONSIDERATION: \_\_\_\_\_

HIGHWAY  
 ORIGINATING DEPARTMENT/SERVICE  
  
 REQUESTOR'S SIGNATURE  
 \_\_\_\_\_  
 REVIEWED BY/DATE

**BOARD ACTION REQUESTED:**

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

**BACKGROUND/JUSTIFICATION:**

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

Agreement is attached.

**PREVIOUS ACTION ON REQUEST/OTHER PARTIES ADVISED:**

DATE/TIME RECEIVED IN ADMINISTRATION OFFICE:	COUNTY ATTORNEY REVIEW DATE:	FINANCIAL IMPLICATIONS: \$ _____
COUNTY COORDINATOR/DATE:	ADMINISTRATIVE RECOMMENDATION: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DENIAL <input type="checkbox"/> NO RECOMMENDATION	BUDGETED: <u>      </u> <u>      </u> YES        NO  FUNDING: <u>      </u> . <u>      </u> LEVY     OTHER

**COMMENTS:**

**COMMENTS:**

**HIGHWAY 25 CORRIDOR COALITION  
JOINT POWERS AGREEMENT**

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

**RECITALS**

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

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

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

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

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

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

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

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

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

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

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

1. The Highway 25 Coalition mission is to have the Corridor appropriately expanded to operate effectively to create timely mobility for workers and emergency response while saving and enhancing lives through reducing crashes, eliminating rail conflicts and encouraging more broad economic growth and better connected communities.
2. Activities of the Highway 25 Coalition to include the following;
  - a. Examination of the impacts of continued growth in Member jurisdictions on traffic patterns.
  - b. Conducting traffic studies defining and identifying priority improvements.
  - c. Preparation of collaborative project design and delivery recommendations.
  - d. Study of various transportation risks associated with improvement alternatives and associated timing of the construction of improvements.
  - e. Identification and application for funding of activities via grant programs.
  - f. Development of unified effort among local and state interests in obtaining funding of improvements to include: (i) providing input and leadership within each Member community on matters pertaining to Corridor improvement planning and implementation; and (ii) advocacy at the State and Federal level.
  - g. Partnering with MNDOT on regional transportation decisions and involvement in regional policy decisions and discussions.
  - h. Incorporation of public input in planning efforts.
  - i. Related and ancillary activities or common issues associated with the Highway 25 corridor.
3. Joinder of Member Political Subdivisions. The undersigned Members hereby agree to join together for the purpose of coordinating short and long term Corridor planning and

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

4. Highway 25 Coalition Board Composition. Each Member shall appoint annually a representative to the Highway 25 Coalition Board. Each Member may appoint an alternate representative who may act in the place and stead of an absent representative from that Member jurisdiction.
5. Meetings. The Board shall meet at least quarterly on a schedule determined by the Board. All meetings of the Board shall be conducted in a manner consistent with the Minnesota Open Meeting Law, Minn. Stat. § 13D.01, et. seq., as amended. Special meetings may be called by the Board Chair or upon written request of three (3) or more members of the Board. Written notice of any special meetings shall be sent to all Board members and to the City Clerk of each City to comply with posting requirements.
6. Powers and Duties. The powers and duties of the Board include, but are not limited to, expending funds for the purposes noted above including:
  - a. Approve a work plan and annual budget. In July of each year, the Highway 25 Coalition will establish a work plan and budget for the following fiscal year.
  - b. Although projects are intended to be completed within a prescribed budget approved on an annual basis, the Board has the flexibility to modify work plan and associated expenditures as it deems necessary to support the mission of the Highway 25 Coalition. In addition, the Board has the option to seek additional funding from its Members outside of the budget as needs arise.
  - c. Seek grant funds supporting planning efforts and to utilize funds on hand as necessary to meet grant program fund matching requirements.
  - d. Apply for, receive, and expend State and Federal funds available for funding goals of the Highway 25 Coalition, as well as funds from other lawful sources, including donations.
  - e. Enter into contracts with public or private entities as the Board deems necessary to accomplish the purpose for which the Board is organized, including, but not limited to, the use of consultants.

- f. Obtain such insurance as the Board deems necessary for the protection of the Board, its property, members of the Board, and Members.
7. Funding Formula and Accounting. In January, each Member shall contribute its share of the annual budget based on the following formula:
  - a. Sherburne County and Wright County to evenly split 50% of the total cost.
  - b. City of Monticello, City of Big Lake, City of Becker, Big Lake Township and
  - c. Becker Township and other local jurisdictions that so choose to join will evenly split the remaining 50% of the total cost.
  - d. Accounting services supporting Highway 25 Coalition activities shall be provided by one of its Members with this assignment made by the Board on an annual basis or as needed.
8. Jurisdiction Liaison Responsibilities. Individual Board members and associated staff are responsible for maintaining ongoing communication with the Board he/she represents to include presentation of the annual work plan and budget to their Board.
9. Voting. Each Member shall have one vote on the Board. A quorum shall consist of a simple majority (51%) of representatives from the membership. An affirmative five sevenths (5/7) vote of all the members of the Board shall be required by the Board to take any action, including, but not limited to, the actions as listed in Item 6 (Powers and Duties), however, at least one of the affirmative votes for any action must be cast by Members located on opposite sides of the Mississippi River.
10. Officers. There shall be a chair, a vice chair, and a secretary elected from the members of the Board at the initial meeting of each year. The Board may elect or appoint such other officers as it deems necessary to conduct its meetings and affairs.
11. Effective Date/Termination. This Agreement shall become effective upon execution by all of the Members after adoption of an authorizing resolution by the governing body representing each Member jurisdiction and shall continue in effect for five (5) years after the date of execution of the last Member to execute this Agreement. This Agreement shall remain in effect until a party hereto gives notice to the Board of its intention to withdraw. Notice of withdrawal must be given by July 1<sup>st</sup> of a given year. Termination will be effective at the conclusion of the calendar year. This Agreement shall remain in effect as to the remaining Members provided that there are three (3) or more Members who desire to continue operating the Board. The withdrawing Member shall not be entitled to compensation or distribution of any assets of the Board. In the event of dissolution of the Board, all remaining funds after satisfaction of all payments and other financial obligations shall be returned to the Members in the same manner in which the Members contributed funding to the Board in the last full calendar year prior to dissolution.

12. No Waiver. Nothing herein shall be construed to waive or limit any immunity from, or limitation on, liability available to any jurisdiction, whether set forth in Minnesota Statutes, Chapter 466 or otherwise.
13. Entire Agreement. This Agreement contains the entire agreement between the parties and supersedes all oral agreements, representations between the parties relating to the subject matter thereof. Any alteration, variation, modification or amendment of this Agreement shall be valid only if in writing and executed by all parties.
14. Titles of Sections. The titles of sections of this Agreement are inserted for convenience of reference only and shall be disregarded in constructing or interpreting any of the provisions hereof.
15. Severability. If any section, subdivision or provision of this Agreement shall be held invalid or unenforceable for any reason, the invalidity or unenforceability of such section, subdivision or provision shall not invalidate or render unenforceable any of the remaining provisions.
16. Governing Law. This Agreement shall be interpreted in accordance with the laws of the State of Minnesota.
17. Indemnification and Hold Harmless. The Highway 25 Corridor Coalition shall fully defend, indemnify and hold harmless the Members against all claims, losses, liability, suits, judgments, cost and expenses by reason of the action or inactions of the Board and/or employees and/or the agents of the Highway 25 Corridor Coalition, except for any act or omission for which the Member's employee is guilty of malfeasance, willful neglect of duty or bad faith. This Agreement to indemnify and hold harmless does not constitute a waiver by the Highway 25 Corridor Coalition, any Member or any participant of the limitations on liability provided under Minn. Stat. § 466.04.

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

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

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

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

18. **Data Practices.** All government data shall be handled in accordance with the Minnesota Government Data Practices Act and Federal and State laws and regulations concerning the handling and disclosure of data. All contracts entered into by the Highway 25 Coalition shall contain a provision which requires the vendor to comply with and defend and indemnify the Members for a violation of this provision.
19. **Counterparts.** This Agreement may be executed in counterparts, each one of which will constitute one and the same instrument.
20. **Waiver.** In the event that any provision contained in this Agreement should be breached by any party and thereafter waived by any other party, such waiver shall be limited to the particular breach so waived and shall not be deemed to waive any other concurrent, previous or subsequent breach hereunder.
21. **Amendments.** This Agreement may be amended only by unanimous agreement of the Members as evidenced by resolutions adopted by their respective governing bodies.
22. **Disputes.** The Members agree that they will submit any disputes under this Agreement to mediation prior to resorting to an action in Court.

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

(Signatures contained on following pages.)

**SIGNATURE PAGE  
TO  
HIGHWAY 25 CORRIDOR COALITION  
JOINT POWERS AGREEMENT**

**Big Lake Township**

By \_\_\_\_\_ Date: \_\_\_\_\_  
Board Supervisor

ATTEST:

\_\_\_\_\_ Date: \_\_\_\_\_  
Board Clerk

**SIGNATURE PAGE  
TO  
HIGHWAY 25 CORRIDOR COALITION  
JOINT POWERS AGREEMENT**

**City of Big Lake**

By \_\_\_\_\_ Date: \_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_ Date: \_\_\_\_\_  
City Administrator

**SIGNATURE PAGE  
TO  
HIGHWAY 25 CORRIDOR COALITION  
JOINT POWERS AGREEMENT**

**City of Monticello**

By   
Mayor

Date: \_\_\_\_\_

**ATTEST:**

  
City Administrator

Date: \_\_\_\_\_

**SIGNATURE PAGE  
TO  
HIGHWAY 25 CORRIDOR COALITION  
JOINT POWERS AGREEMENT**

**Wright County**

By \_\_\_\_\_ Date: \_\_\_\_\_  
Board of Commissioner Chair

ATTEST:

\_\_\_\_\_ Date: \_\_\_\_\_  
County Coordinator

**SIGNATURE PAGE  
TO  
HIGHWAY 25 CORRIDOR COALITION  
JOINT POWERS AGREEMENT**

**Sherburne County**

By \_\_\_\_\_ Date: \_\_\_\_\_  
Board of Commissioners Chair

ATTEST:

\_\_\_\_\_ Date: \_\_\_\_\_  
County Coordinator

**SIGNATURE PAGE  
TO  
HIGHWAY 25 CORRIDOR COALITION  
JOINT POWERS AGREEMENT**

**Becker Township**

By \_\_\_\_\_ Date: \_\_\_\_\_  
Board Supervisor

ATTEST:

\_\_\_\_\_ Date: \_\_\_\_\_  
Board Clerk

**SIGNATURE PAGE  
TO  
HIGHWAY 25 CORRIDOR COALITION  
JOINT POWERS AGREEMENT**

**City of Becker**

By \_\_\_\_\_ Date: \_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_ Date: \_\_\_\_\_  
City Administrator

COMMITTEE OF THE WHOLE  
MINUTES  
JANUARY 17, 2017

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

OTHERS PRESENT: Hiivala, Asleson, Rasmuson, and Vaith

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

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

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

The draft Policy and Resolution were reviewed.

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

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

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

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

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

## WRIGHT COUNTY ABATEMENT POLICY

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

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

1. Pursuant to Minnesota Statutes, Section 375.192, Subdivision 2:  
“...the County Board may consider and grant reductions or abatements on applications only as they relate to taxes payable in the current year and the two prior years; provided that reductions or abatements for the two prior years shall be considered or granted only for (i) clerical errors, or (ii) when the taxpayer fails to file for a reduction or an adjustment due to hardship, as determined by the county board”.
2. Absent exceptional circumstances, it is the County’s policy to only consider applications only as they relate to taxes payable in the current year. The request for the current year’s abatement must articulate why the abatement is being requested. If there are circumstances that were beyond the control of the Applicant, those circumstances should be spelled out. The County reserves the right to seek additional information from the Applicant to substantiate the reason for the request.
3. Under exceptional circumstances, abatements will be considered for up to two prior years. The Applicant shall identify whether the basis for the request is for a clerical error or due to hardship. The Applicant, if claiming a hardship, shall detail the basis for the hardship that precluded them from addressing the issue of taxes during the prior year or years. Evidence of the hardship will need to be provided. The County reserves the right to seek additional information from the Applicant to substantiate the reason for the request.
4. Hardship Defined: Hardship is defined as a circumstance beyond the control or ability of the property owner to correct assessment errors or inequities and which were **not** appealed in the normal process of the Local Board of Appeal and Equalization, County Board of Appeal and Equalization or Tax Court.

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

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

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

6. Abatement requests not exceeding \$2,500.00 in tax reduction for the current year may be handled administratively by the County Assessor and County Auditor/Treasurer without taking the matter to the County Board. If the request is for \$10,000 or more in tax, penalty, and interest reduction, the County is required to provide notice of the request to the school board and the municipality.
7. Abatements for homestead where no homestead application has been properly signed, returned, and approved will be considered. Property owners will be required to file a homestead application and the proper abatement application. Also, the Applicant will be required to provide proof of occupancy at the homesteaded address for the assessment year in question. The County reserves the right to seek additional information regarding the Applicant's homestead status. Homestead abatements may be handled administratively by the County Assessor and County Auditor without taking the matter to the County Board.
8. Occasional Assessment Errors Do Occur: In the case of an assessment error, an abatement may be processed in order to restore uniformity between the subject property and other similar properties. A miscalculation of the value may be a result of the inability of the Assessor's Office to access the property at the time of the entry of the assessment and later having the opportunity to access the property. These abatements may only be granted for taxes payable in the current year.
9. A transcription error by the County is likely a clerical error and therefore, an abatement to correct the error is not limited to the current year. The discretion to grant this type of application for the two prior years is retained by the County Board pursuant to Minnesota Statutes, Section 375.192.
10. Local Option Disaster Abatements: In the case of a property that does not qualify for disaster reassessment, as approved by the Executive Council, (consisting of the governor, lieutenant governor, secretary of state, state auditor, and attorney general) Wright County will consider an abatement for the property tax due on the property for each full month that the property is not able to be occupied due to the damage that has occurred, if the requirements of Minnesota Statutes, Section 273.1233 are met. Disaster abatements may only be applied to taxes calculated based upon the structures located on a property.

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

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

Dated: December \_\_, 2016

---

Lee R. Kelly  
Wright County Coordinator

**Resolution Number 16-**

**RESOLUTION DELEGATING ABATEMENT POWERS TO  
COUNTY AUDITOR-TREASURER**

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

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

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

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

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

- 1) Abatements of taxes, penalties and interest not exceeding \$2,500.00 for the current year, for all classifications of property; and
- 2) Abatements for homestead properties where no homestead application has been properly signed, returned and approved, for the current year and the two prior years, provided that the criteria in the statute are met.

2007 29 Started Nov 8, 2007 with Auditor/Treasurer PIF form

2008 82

2009 57

2010 86

2011 25

2012 39

2013 35

2014 30

2015 26

2016 85

10 Year Total 494

Average 49.4

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



# WRIGHT COUNTY CURRENT YEAR PENALTY WAIVER APPLICATION

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

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

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

Property Owner(s) \_\_\_\_\_

Parcel Number \_\_\_\_\_

Name of individual requesting waiver \_\_\_\_\_

Address \_\_\_\_\_ City/Zip Code \_\_\_\_\_

Phone Number(s) \_\_\_\_\_ Email \_\_\_\_\_

Tax Due \$ \_\_\_\_\_ Penalty Due \$ \_\_\_\_\_ Has penalty been paid? \_\_\_\_\_

Penalty amount applicant requests to be waived \$ \_\_\_\_\_

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

Are prior year taxes delinquent? \_\_\_\_\_ Have taxes been paid late in the past? \_\_\_\_\_

Is property owned jointly? \_\_\_\_\_ If yes, by whom (describe relationship to you)? \_\_\_\_\_

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

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

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

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

Signature \_\_\_\_\_ Date \_\_\_\_\_

Joint Owner Signature (required if applicable) \_\_\_\_\_ Date \_\_\_\_\_

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

# WRIGHT COUNTY ABATEMENT POLICY

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

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

1. Pursuant to Minnesota Statutes, Section 375.192, Subdivision 2:  
“...the County Board may consider and grant reductions or abatements on applications only as they relate to taxes payable in the current year and the two prior years; provided that reductions or abatements for the two prior years shall be considered or granted only for (i) clerical errors, or (ii) when the taxpayer fails to file for a reduction or an adjustment due to hardship, as determined by the county board”.
2. Absent exceptional circumstances, it is the County’s policy to only consider applications only as they relate to taxes payable in the current year. The request for the current year’s abatement must articulate why the abatement is being requested. If there are circumstances that were beyond the control of the Applicant, those circumstances should be spelled out. The County reserves the right to seek additional information from the Applicant to substantiate the reason for the request.
3. Under exceptional circumstances, abatements will be considered for up to two prior years. The Applicant shall identify whether the basis for the request is for a clerical error or due to hardship. The Applicant, if claiming a hardship, shall detail the basis for the hardship that precluded them from addressing the issue of taxes during the prior year or years. Evidence of the hardship will need to be provided. The County reserves the right to seek additional information from the Applicant to substantiate the reason for the request.
4. Hardship Defined: Hardship is defined as a circumstance beyond the control or ability of the property owner to correct assessment errors or inequities and which were **not** appealed in the normal process of the Local Board of Appeal and Equalization, County Board of Appeal and Equalization or Tax Court.

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

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

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

6. Abatement requests not exceeding \$2,500.00 in tax reduction for the current year may be handled administratively by the County Assessor and County Auditor/Treasurer without taking the matter to the County Board. If the request is for \$10,000 or more in tax, penalty, and interest reduction, the County is required to provide notice of the request to the school board and the municipality.
7. Abatements for homestead where no homestead application has been properly signed, returned, and approved will be considered. Property owners will be required to file a homestead application and the proper abatement application. Also, the Applicant will be required to provide proof of occupancy at the homesteaded address for the assessment year in question. The County reserves the right to seek additional information regarding the Applicant's homestead status. Homestead abatements may be handled administratively by the County Assessor and County Auditor without taking the matter to the County Board.
8. Occasional Assessment Errors Do Occur: In the case of an assessment error, an abatement may be processed in order to restore uniformity between the subject property and other similar properties. A miscalculation of the value may be a result of the inability of the Assessor's Office to access the property at the time of the entry of the assessment and later having the opportunity to access the property. These abatements may only be granted for taxes payable in the current year.
9. A transcription error by the County is likely a clerical error and therefore, an abatement to correct the error is not limited to the current year. The discretion to grant this type of application for the two prior years is retained by the County Board pursuant to Minnesota Statutes, Section 375.192.
10. Local Option Disaster Abatements: In the case of a property that does not qualify for disaster reassessment, as approved by the Executive Council, (consisting of the governor, lieutenant governor, secretary of state, state auditor, and attorney general) Wright County will consider an abatement for the property tax due on the property for each full month that the property is not able to be occupied due to the damage that has occurred, if the requirements of Minnesota Statutes, Section 273.1233 are met. Disaster abatements may only be applied to taxes calculated based upon the structures located on a property.

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

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

Dated: January 24, 2017

---

Lee R. Kelly  
Wright County Coordinator



SML7587  
1/19/2017

12:21:43PM

# \*\*\* WRIGHT COUNTY \*\*\*



Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES

Page 1

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

\*\*\* WRIGHT COUNTY \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
5	DEPT			COUNTY BOARD		
2609	CENTURYLINK 01-005-000-0000-6203		0.03	763 682 3995 596 01/04/2017 01/04/2017		TELEPHONE
	01-005-000-0000-6203		0.35	612 E60 0138 401 01/04/2017 01/04/2017		TELEPHONE
	01-005-000-0000-6203		0.20	763 682 3700 402 01/04/2017 01/04/2017		TELEPHONE
	01-005-000-0000-6203		0.73	612 E60 0050 860 01/04/2017 01/04/2017		TELEPHONE
	01-005-000-0000-6203		2.07	763 682 3900 431 01/04/2017 01/04/2017		TELEPHONE
	<b>2609 CENTURYLINK</b>		<b>3.38</b>	<b>5 Transactions</b>		
2618	CENTURYLINK 01-005-000-0000-6203		1.39	63276699 01/03/2017 01/03/2017	1398083131	TELEPHONE
	<b>2618 CENTURYLINK</b>		<b>1.39</b>	<b>1 Transactions</b>		
1344	MARCO 01-005-000-0000-6301	AP	3.28	CONTRACT OVERAGE CHARGE 07/01/2016 12/31/2016	3953836	REPAIRS & MAINTENANCE
	<b>1344 MARCO</b>		<b>3.28</b>	<b>1 Transactions</b>		
5	<b>DEPT Total:</b>		<b>8.05</b>	<b>COUNTY BOARD</b>	<b>3 Vendors</b>	<b>7 Transactions</b>
13	DEPT			COURT ADMINISTRATOR		
10754	CENTRAL MN MENTAL HEALTH CENTER IN 01-013-000-0000-6261	AP	820.00	PSYCHOSEX EVALUATION 10/11/2016 10/11/2016	CR163076	PROFESSIONAL SERVICES
	<b>10754 CENTRAL MN MENTAL HEALTH CENTER IN</b>		<b>820.00</b>	<b>1 Transactions</b>		
2609	CENTURYLINK 01-013-000-0000-6203		2.02	763 682 3995 596 01/04/2017 01/04/2017		TELEPHONE
	01-013-000-0000-6203		10.36	763 682 3700 402 01/04/2017 01/04/2017		TELEPHONE
	01-013-000-0000-6203		35.78	612 E60 0050 860 01/04/2017 01/04/2017		TELEPHONE

\*\*\* WRIGHT COUNTY \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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

\*\*\* WRIGHT COUNTY \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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

\*\*\* WRIGHT COUNTY \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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

\*\*\* WRIGHT COUNTY \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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

\*\*\* WRIGHT COUNTY \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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

\*\*\* WRIGHT COUNTY \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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

\*\*\* WRIGHT COUNTY \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
999999997	JOHNSON/KATHRYN			27.58	01/17/2017 01/17/2017	1 Transactions	
1344	MARCO 01-091-000-0000-6301	AP		231.88	CONTRACT OVERAGE CHARGE 07/01/2016 12/31/2016	3953836	REPAIRS & MAINTENANCE
1344	MARCO			231.88	1 Transactions		
3921	OFFICE DEPOT 01-091-000-0000-6411			97.80	SUPPLIES 890783130001 01/10/2017 01/10/2017		OPERATING SUPPLIES
	01-091-000-0000-6411			83.98	SUPPLIES 892947820001 01/09/2017 01/09/2017		OPERATING SUPPLIES
	01-091-000-0000-6411			61.33	SUPPLIES 892865793001 01/07/2017 01/07/2017		OPERATING SUPPLIES
	01-091-000-0000-6411			12.72	SUPPLIES 892866005001 01/09/2017 01/09/2017		OPERATING SUPPLIES
3921	OFFICE DEPOT			255.83	4 Transactions		
6641	THOMSON REUTERS WEST PUBLISHING C 01-091-000-0000-6385	AP		1,074.54	DECEMBER BILLING 12/01/2016 12/31/2016	835352074	DATA PROCESSING
	01-091-000-0000-6235	AP		864.10	PUBLICATION UPDATES 12/05/2016 01/04/2017	835439684	PUBLICATIONS & BROCHURES
6641	THOMSON REUTERS WEST PUBLISHING C			1,938.64	2 Transactions		
91	DEPT Total:			2,740.43	COUNTY ATTORNEY	8 Vendors	16 Transactions
100	DEPT				OTHER GENERAL GOVERNMENT		
1709	ALLINA HOSPITALS & CLINICS 01-100-000-0000-6261	AP		75.00	PRE PLACEMENT SCREEN 12/23/2016 12/23/2016	1410001013	PROFESSIONAL SERVICES
1709	ALLINA HOSPITALS & CLINICS			75.00	1 Transactions		
2609	CENTURYLINK 01-100-000-0000-6858			31.90-	763 682 6178 B001431 CREDIT 01/04/2017 01/04/2017		FAX MACHINE
2609	CENTURYLINK			31.90-	1 Transactions		

\*\*\* WRIGHT COUNTY \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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

\*\*\* WRIGHT COUNTY \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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

\*\*\* WRIGHT COUNTY \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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

\*\*\* WRIGHT COUNTY \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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

\*\*\* WRIGHT COUNTY \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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

\*\*\* WRIGHT COUNTY \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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

\*\*\* WRIGHT COUNTY \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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

\*\*\* WRIGHT COUNTY \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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

\*\*\* WRIGHT COUNTY \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name
	01-201-000-0000-6261			7.00	REQUEST DVD ICR #16031985	01/13/2017 01/13/2017	K101132017		PROFESSIONAL SERVICES	
<b>45916</b>	<b>MIDWEST CHILDRENS RESOURCE CENTE</b>			<b>7.00</b>		1 Transactions				
593	MOTOROLA SOLUTIONS INC			550.00	BATTERIES	01/06/2017 01/06/2017	13145005		OPERATING SUPPLIES	
<b>593</b>	<b>MOTOROLA SOLUTIONS INC</b>			<b>550.00</b>		1 Transactions				
3921	OFFICE DEPOT			130.64	SUPPLIES 893098804001	01/10/2017 01/10/2017			OPERATING SUPPLIES	
	01-201-000-0000-6411			76.09	SUPPLIES 892451089001	01/06/2017 01/06/2017			OPERATING SUPPLIES	
	01-201-000-0000-6621			264.30	SUPPLIES 893511130001	01/10/2017 01/10/2017			FURNITURE & EQUIPMENT	
<b>3921</b>	<b>OFFICE DEPOT</b>			<b>471.03</b>		3 Transactions				
3235	ROGERS AMOCO	AP		25.00	CAR WASHES DEC 2016	12/02/2016 12/30/2016	12/31/2016		VEHICLE MAINTENANCE	
<b>3235</b>	<b>ROGERS AMOCO</b>			<b>25.00</b>		1 Transactions				
64399	STAR TRIBUNE			169.00	SUBSCRIPTION RENEWAL	01/11/2017 01/10/2018			PUBLICATIONS & BROCHURES	
<b>64399</b>	<b>STAR TRIBUNE</b>			<b>169.00</b>		1 Transactions				
5712	T & M TOWING AND SNOW PLOWING			95.00	17000853	01/09/2017 01/09/2017	61683		PROFESSIONAL SERVICES	
<b>5712</b>	<b>T &amp; M TOWING AND SNOW PLOWING</b>			<b>95.00</b>		1 Transactions				
3797	TACTICAL ADVANTAGE LLC	AP		76.00	FIREARMS TRAINING	11/30/2016 12/31/2016	90670		STAFF TRAINING	
<b>3797</b>	<b>TACTICAL ADVANTAGE LLC</b>			<b>76.00</b>		1 Transactions				
4712	TECHWARE DISTRIBUTION INC									

\*\*\* WRIGHT COUNTY \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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

\*\*\* WRIGHT COUNTY \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
6158	ARAMARK SERVICES INC		7,550.63	01/05/2017 01/11/2017 1 Transactions		
881	BOB BARKER COMPANY INC 01-250-000-0000-6806		17.99	CO UNIFORM TROUSERS (1 PR) 01/05/2017 01/05/2017 1 Transactions	UT1000405846	UNIFORM ALLOWANCE
881	BOB BARKER COMPANY INC		17.99			
277	CENTRASOTA ORAL & MAXILLOFACIAL SI 01-250-000-0000-6458		811.00	SURGICAL EXTRACTION (MSS) 01/12/2017 01/12/2017 1 Transactions	ID28635	JAIL MEDICAL
277	CENTRASOTA ORAL & MAXILLOFACIAL SI		811.00			
2609	CENTURYLINK 01-250-000-0000-6203		4.04	763 682 3995 596 01/04/2017 01/04/2017		TELEPHONE
	01-250-000-0000-6203		34.78	612 E60 0138 401 01/04/2017 01/04/2017		TELEPHONE
	01-250-000-0000-6203		202.83	763 682 3900 431 01/04/2017 01/04/2017		TELEPHONE
	01-250-000-0000-6203		20.77	763 682 3700 402 01/04/2017 01/04/2017		TELEPHONE
	01-250-000-0000-6203		71.69	612 E60 0050 860 01/04/2017 01/04/2017		TELEPHONE
2609	CENTURYLINK		334.11		5 Transactions	
2618	CENTURYLINK 01-250-000-0000-6203		132.86	63276699 01/03/2017 01/03/2017 1 Transactions	1398083131	TELEPHONE
2618	CENTURYLINK		132.86			
1969	CHIEF SUPPLY 01-250-000-0000-6411		209.64	AEROSOL FIRST DEFENSE 8@12.99 01/04/2017 01/04/2017 1 Transactions	376089	OPERATING SUPPLIES
1969	CHIEF SUPPLY		209.64			
2327	CONSULTING RADIOLOGISTS LTD MN 01-250-000-0000-6458	AP	10.96	X RAYS BUFFALO HOSPITAL (JWH) 12/27/2016 12/27/2016	CR620499	JAIL MEDICAL

\*\*\* WRIGHT COUNTY \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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

\*\*\* WRIGHT COUNTY \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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

\*\*\* WRIGHT COUNTY \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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

\*\*\* WRIGHT COUNTY \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
1873	FORESTRY SUPPLIERS INC		117.98		1 Transactions	
1510	GRACK/DAVID 01-521-000-0000-6450		200.00	WINTER PROGRAMS SHOWSHOE 01/13/2017 01/13/2017		RECREATION PROGRAMS
1510	GRACK/DAVID		200.00		1 Transactions	
967	KLEIN HEATING AND COOLING 01-521-000-0000-6301		350.00	FURNACE REPAIRS 01/17/2017 01/17/2017	3578	REPAIRS & MAINTENANCE
967	KLEIN HEATING AND COOLING		350.00		1 Transactions	
1344	MARCO 01-521-000-0000-6301	AP	13.62	CONTRACT OVERAGE CHARGE 07/01/2016 12/31/2016	3953836	REPAIRS & MAINTENANCE
1344	MARCO		13.62		1 Transactions	
6832	MINI BIFF INC 01-521-000-0000-6301		184.11	PORTA TOILET RENTAL 01/12/2017 01/12/2017	A84728	REPAIRS & MAINTENANCE
6832	MINI BIFF INC		184.11		1 Transactions	
1535	WRIGHT HENNEPIN ELECTRIC 01-521-000-0000-6251	AP	375.18	ELECTRIC FEES 11/30/2016 12/31/2016	10810311200	UTILITY SERVICES - ELECTRICITY
1535	WRIGHT HENNEPIN ELECTRIC		375.18		1 Transactions	
4433	XCEL ENERGY 01-521-000-0000-6251	AP	15.23	51 4402453 3 12/05/2016 01/08/2017	530453864	UTILITY SERVICES - ELECTRICITY
4433	XCEL ENERGY		15.23		1 Transactions	
521	DEPT Total:		1,665.60	PARKS	11 Vendors	15 Transactions
603	DEPT 2609 CENTURYLINK 01-603-000-0000-6203		3.75	EXTENSION 612 E60 0050 860 01/04/2017 01/04/2017		TELEPHONE
	01-603-000-0000-6203		1.82	612 E60 0138 401		TELEPHONE

\*\*\* WRIGHT COUNTY \*\*\*



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
	01-603-000-0000-6203		1.09	01/04/2017 763 682 3700 402	01/04/2017	TELEPHONE
	01-603-000-0000-6203		10.62	01/04/2017 763 682 3900 431	01/04/2017	TELEPHONE
	01-603-000-0000-6203		0.21	01/04/2017 763 682 3995 596	01/04/2017	TELEPHONE
<b>2609</b>	<b>CENTURYLINK</b>		<b>17.49</b>		<b>5 Transactions</b>	
2618	CENTURYLINK					
	01-603-000-0000-6203		6.95	63276699 01/03/2017	1398083131	TELEPHONE
<b>2618</b>	<b>CENTURYLINK</b>		<b>6.95</b>		<b>1 Transactions</b>	
2458	DELANO HERALD JOURNAL					
	01-603-000-0000-6244		42.00	SUBSCRIPTION EXTENSION 01/01/2017	01/01/2017	PROGRAM EXPENSES
<b>2458</b>	<b>DELANO HERALD JOURNAL</b>		<b>42.00</b>		<b>1 Transactions</b>	
5486	MARCO					
	01-603-000-0000-6343	AP	437.22	12/10/2016-01/10/2017 12/10/2016	319945143	MACHINERY OR EQUIPMENT LEASES
<b>5486</b>	<b>MARCO</b>		<b>437.22</b>		<b>1 Transactions</b>	
3921	OFFICE DEPOT					
	01-603-000-0000-6411		59.98	SUPPLIES 892941591001 01/09/2017	01/09/2017	OPERATING SUPPLIES
<b>3921</b>	<b>OFFICE DEPOT</b>		<b>59.98</b>		<b>1 Transactions</b>	
<b>603</b>	<b>DEPT Total:</b>		<b>563.64</b>	<b>EXTENSION</b>	<b>5 Vendors</b>	<b>9 Transactions</b>
<b>1</b>	<b>Fund Total:</b>		<b>85,637.67</b>	<b>GENERAL REVENUE FUND</b>		<b>234 Transactions</b>

\*\*\* WRIGHT COUNTY \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

2 RESERVES FUND

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
226	DEPT 2609 CENTURYLINK 02-226-000-0000-6203				E 911 763 682 1162 914 01/04/2017 02/03/2017	1/4/2017	TELEPHONE
	2609 CENTURYLINK			301.35	1 Transactions		
226	<b>DEPT Total:</b>			<b>301.35</b>	<b>E 911</b>	<b>1 Vendors</b>	<b>1 Transactions</b>
282	DEPT 2609 CENTURYLINK 02-282-000-0000-6203				NUCLEAR POWER PLANT 763 682 0210 136 01/04/2017 02/03/2017	1/4/17	TELEPHONE
	2609 CENTURYLINK			667.27	1 Transactions		
282	<b>DEPT Total:</b>			<b>667.27</b>	<b>NUCLEAR POWER PLANT</b>	<b>1 Vendors</b>	<b>1 Transactions</b>
2	<b>Fund Total:</b>			<b>968.62</b>	<b>RESERVES FUND</b>		<b>2 Transactions</b>

\*\*\* WRIGHT COUNTY \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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

\*\*\* **WRIGHT COUNTY** \*\*\*



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

Vendor No.	Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
871	MN TRANSPORTATION ALLIANCE		3,600.00		1 Transactions	
3921	OFFICE DEPOT					
	03-310-000-0000-6409		99.99	OFFICES SUPPLIES	891188046001	OFFICE SUPPLIES
	03-310-000-0000-6621		128.79	ERGO KEYBOARD KJ	894029970001	FURNITURE & OFFICE EQUIPMENT
	03-310-000-0000-6409		81.75	OFFICE SUPPLIES	894913505001	OFFICE SUPPLIES
	03-310-000-0000-6409		5.98	OFFICE SUPPLIES	894913616001	OFFICE SUPPLIES
	03-310-000-0000-6409		5.78	OFFICE SUPPLIES	894913617001	OFFICE SUPPLIES
3921	OFFICE DEPOT		322.29		5 Transactions	
6759	RTVISION INC					
	03-310-000-0000-6260		1,050.00	TIMECARD PLUS UPGRADE	12594	SOFTWARE OR SYSTEMS SUPPORT
	03-310-000-0000-6260		1,030.00	ANNUAL SUPPORT NEW ROADS	12594	SOFTWARE OR SYSTEMS SUPPORT
6759	RTVISION INC		2,080.00		2 Transactions	
310	DEPT Total:		7,530.05	HIGHWAY ADMINISTRATION	9 Vendors	18 Transactions
320	DEPT			HIGHWAY ENGINEERING		
4542	FRONTIER PRECISION INC					
	03-320-000-0000-6301		750.00	LABOR ON TRIMBLE EQUIP	156315	REPAIRS & MAINTENANCE
4542	FRONTIER PRECISION INC		750.00		1 Transactions	
320	DEPT Total:		750.00	HIGHWAY ENGINEERING	1 Vendors	1 Transactions
325	DEPT			HIGHWAY CONSTRUCTION		
1849	ALBERTVILLE/CITY OF					
	03-325-000-0000-6701		7,490.39	INT PYMT 86-80-145 I94 #4	20170001	BOND PAYMENTS
1849	ALBERTVILLE/CITY OF		7,490.39		1 Transactions	
325	DEPT Total:		7,490.39	HIGHWAY CONSTRUCTION	1 Vendors	1 Transactions
330	DEPT			HIGHWAY MAINTENANCE		
1817	COMPASS MINERALS AMERICA INC					
	03-330-000-0000-6533		1,894.56	HWY MAPLE LAKE SALT	70585405	DEICING MATERIALS
	03-330-000-0000-6533		23,170.74	HWY BUFFALO SALT	71580883	DEICING MATERIALS
	03-330-000-0000-6533		15,729.38	HWY MAPLE LAKE SALT	71584446	DEICING MATERIALS
1817	COMPASS MINERALS AMERICA INC		40,794.68		3 Transactions	

\*\*\* WRIGHT COUNTY \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
609	DESIGN ELECTRICAL INC-COLD SPRING E 03-330-000-0000-6543		130.00	HWY SIGNAL REPAIRS	4433	TRAFFIC SIGNALS
<b>609</b>	<b>DESIGN ELECTRICAL INC-COLD SPRING E</b>		<b>130.00</b>	<b>1 Transactions</b>		
7435	TRAFFIC CONTROL CORPORATION 03-330-000-0000-6543	AP	1,435.00	SIGNAL REPAIRS 12/15/2016	95687	TRAFFIC SIGNALS
<b>7435</b>	<b>TRAFFIC CONTROL CORPORATION</b>		<b>1,435.00</b>	<b>1 Transactions</b>		
1383	WRIGHT HENNEPIN COOP ELEC ASSN 03-330-000-0000-6543	AP	23.95	STREET LIGHT 12/01/2016	000-0100-1718	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP	33.58	STREET LIGHT 12/01/2016	10-168-4284	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP	35.96	STREET LIGHT 12/01/2016	150-1491-9201	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP	21.12	STREET LIGHT 12/01/2016	150-1497-3200	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP	23.95	STREET LIGHT 12/01/2016	150-1588-6800	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP	34.77	STREET LIGHT 12/01/2016	150-1619-6800	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP	137.16	STREET LIGHT 12/01/2016	150-1639-4200	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP	26.78	STREET LIGHT 12/01/2016	150-1680-3700	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP	33.94	STREET LIGHT 12/01/2016	150-1680-3701	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP	25.22	STREET LIGHT 12/01/2016	150-1680-3703	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP	25.46	STREET LIGHT 12/01/2016	150-1680-3704	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP	24.98	STREET LIGHT 12/01/2016	150-1680-3705	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP	25.46	STREET LIGHT 12/01/2016	150-1680-3706	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP	21.12	STREET LIGHT 12/01/2016	150-1680-5249	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP	10.48	STREET LIGHT 12/01/2016	150-1681-7552	TRAFFIC SIGNALS

\*\*\* WRIGHT COUNTY \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
03-330-000-0000-6543		AP	24.87	12/01/2016 STREET LIGHT 01/01/2017	150-1682-3168	TRAFFIC SIGNALS
03-330-000-0000-6543		AP	21.64	12/01/2016 STREET LIGHT 01/01/2017	150-1682-3169	TRAFFIC SIGNALS
03-330-000-0000-6543		AP	19.38	12/01/2016 STREET LIGHT 01/01/2017	150-1682-3171	TRAFFIC SIGNALS
03-330-000-0000-6543		AP	33.10	12/01/2016 STREET LIGHT 01/01/2017	150-1682-3174	TRAFFIC SIGNALS
03-330-000-0000-6543		AP	48.36	12/01/2016 STREET LIGHT 01/01/2017	150-1682-3178	TRAFFIC SIGNALS
03-330-000-0000-6543		AP	25.46	12/01/2016 STREET LIGHT 01/01/2017	150-1682-3179	TRAFFIC SIGNALS
03-330-000-0000-6543		AP	25.46	12/01/2016 STREET LIGHT 01/01/2017	150-1682-3180	TRAFFIC SIGNALS
03-330-000-0000-6543		AP	34.42	12/01/2016 STREET LIGHT 01/01/2017	150-1682-3181	TRAFFIC SIGNALS
03-330-000-0000-6543		AP	25.82	12/01/2016 STREET LIGHT 01/01/2017	150-1682-3182	TRAFFIC SIGNALS
03-330-000-0000-6543		AP	34.65	12/01/2016 STREET LIGHT 01/01/2017	150-1682-4049	TRAFFIC SIGNALS
03-330-000-0000-6543		AP	35.01	12/01/2016 STREET LIGHT 01/01/2017	150-1682-4050	TRAFFIC SIGNALS
03-330-000-0000-6543		AP	34.42	12/01/2016 STREET LIGHT 01/01/2017	150-1682-4051	TRAFFIC SIGNALS
03-330-000-0000-6543		AP	21.12	12/01/2016 STREET LIGHT 01/01/2017	150-1683-8142	TRAFFIC SIGNALS
03-330-000-0000-6543		AP	21.12	12/01/2016 STREET LIGHT 01/01/2017	150-1683-8145	TRAFFIC SIGNALS
03-330-000-0000-6543		AP	18.16	12/01/2016 STREET LIGHT 01/01/2017	150-1683-8147	TRAFFIC SIGNALS
03-330-000-0000-6543		AP	18.16	12/01/2016 STREET LIGHT 01/01/2017	150-1683-8148	TRAFFIC SIGNALS
03-330-000-0000-6543		AP	21.12	12/01/2016 STREET LIGHT 01/01/2017	150-1683-8149	TRAFFIC SIGNALS
03-330-000-0000-6543		AP	29.64	12/01/2016 STREET LIGHT 01/01/2017	150-1684-0985	TRAFFIC SIGNALS
03-330-000-0000-6543		AP	29.28	12/01/2016 STREET LIGHT 01/01/2017	150-1684-3233	TRAFFIC SIGNALS

\*\*\* WRIGHT COUNTY \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
03-330-000-0000-6543	AP	24.63	STREET LIGHT 12/01/2016 01/01/2017	150-1684-3727	TRAFFIC SIGNALS	
03-330-000-0000-6543	AP	25.22	STREET LIGHT 12/01/2016 01/01/2017	150-1684-3728	TRAFFIC SIGNALS	
03-330-000-0000-6543	AP	35.48	STREET LIGHT 12/01/2016 01/01/2017	150-1684-3737	TRAFFIC SIGNALS	
03-330-000-0000-6543	AP	25.10	STREET LIGHT 12/01/2016 01/01/2017	150-1684-3739	TRAFFIC SIGNALS	
03-330-000-0000-6543	AP	25.22	STREET LIGHT 12/01/2016 01/01/2017	150-1685-1080	TRAFFIC SIGNALS	
03-330-000-0000-6543	AP	34.30	STREET LIGHT 12/01/2016 01/01/2017	150-1685-2102	TRAFFIC SIGNALS	
03-330-000-0000-6543	AP	34.65	STREET LIGHT 12/01/2016 01/01/2017	150-1685-3263	TRAFFIC SIGNALS	
03-330-000-0000-6543	AP	29.87	STREET LIGHT 12/01/2016 01/01/2017	150-1685-4153	TRAFFIC SIGNALS	
03-330-000-0000-6543	AP	34.42	STREET LIGHT 12/01/2016 01/01/2017	150-1685-4231	TRAFFIC SIGNALS	
03-330-000-0000-6543	AP	25.70	STREET LIGHT 12/01/2016 01/01/2017	150-1685-4273	TRAFFIC SIGNALS	
03-330-000-0000-6543	AP	46.35	STREET LIGHT 12/01/2016 01/01/2017	150-1685-4290	TRAFFIC SIGNALS	
03-330-000-0000-6543	AP	23.19	STREET LIGHT 12/01/2016 01/01/2017	150-1685-4442	TRAFFIC SIGNALS	
03-330-000-0000-6543	AP	27.49	STREET LIGHT 12/01/2016 01/01/2017	150-1685-4445	TRAFFIC SIGNALS	
03-330-000-0000-6543	AP	23.19	STREET LIGHT 12/01/2016 01/01/2017	150-1685-4459	TRAFFIC SIGNALS	
03-330-000-0000-6543	AP	25.10	STREET LIGHT 12/01/2016 01/01/2017	150-1685-4462	TRAFFIC SIGNALS	
03-330-000-0000-6543	AP	24.75	STREET LIGHT 12/01/2016 01/01/2017	150-1685-4473	TRAFFIC SIGNALS	
03-330-000-0000-6543	AP	24.98	STREET LIGHT 12/01/2016 01/01/2017	150-1685-4498	TRAFFIC SIGNALS	
03-330-000-0000-6543	AP	27.02	STREET LIGHT 12/01/2016 01/01/2017	150-1685-4632	TRAFFIC SIGNALS	
03-330-000-0000-6543	AP	24.87	STREET LIGHT 12/01/2016 01/01/2017	150-1685-4645	TRAFFIC SIGNALS	
03-330-000-0000-6543	AP	34.18	STREET LIGHT	150-1688-0075	TRAFFIC SIGNALS	

\*\*\* WRIGHT COUNTY \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
	03-330-000-0000-6543	AP		33.94	12/01/2016 STREET LIGHT	01/01/2017 150-1688-0076	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP		34.65	12/01/2016 STREET LIGHT	01/01/2017 150-1688-0077	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP		34.06	12/01/2016 STREET LIGHT	01/01/2017 150-1688-0079	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP		29.40	12/01/2016 STREET LIGHT	01/01/2017 150-1688-0085	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP		34.18	12/01/2016 STREET LIGHT	01/01/2017 150-1688-0086	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP		22.00	12/01/2016 STREET LIGHT	01/01/2017 150-1688-0087	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP		53.53	12/01/2016 STREET LIGHT	01/01/2017 150-1688-0090	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP		35.37	12/01/2016 STREET LIGHT	01/01/2017 150-1688-0092	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP		33.34	12/01/2016 STREET LIGHT	01/01/2017 150-1688-4300	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP		42.41	12/01/2016 STREET LIGHT	01/01/2017 150-16881783	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP		21.12	12/01/2016 STREET LIGHT	01/01/2017 150-1689-5333	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP		21.12	12/01/2016 STREET LIGHT	01/01/2017 150-1689-7425	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP		21.12	12/01/2016 STREET LIGHT	01/01/2017 150-1689-7910	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP		154.47	12/01/2016 STREET LIGHT	01/01/2017 150-1690-8670	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP		33.34	12/01/2016 STREET LIGHT	01/01/2017 150-1690-8671	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP		25.10	12/01/2016 STREET LIGHT	01/01/2017 150-1690-9267	TRAFFIC SIGNALS
<b>1383</b>	<b>WRIGHT HENNEPIN COOP ELEC ASSN</b>			<b>2,229.98</b>		<b>70</b> Transactions	
<b>4433</b>	<b>XCEL ENERGY</b>						
	03-330-000-0000-6543	AP		24.80	12/07/2016 LIGHT IN ST MICHAEL	01/10/2017 11082265-5	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP		24.92	12/07/2016 LIGHT IN ST MICHAEL	01/10/2017 11082266-6	TRAFFIC SIGNALS

\*\*\* WRIGHT COUNTY \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
	03-330-000-0000-6543	AP	25.00	12/07/2016 01/10/2017 LIGHT IN ST MICHAEL	11082267-7	TRAFFIC SIGNALS
	03-330-000-0000-6543	AP	24.99	12/05/2016 01/08/2017 LIGHT IN ST MICHAEL	11168592-3	TRAFFIC SIGNALS
				12/07/2016 01/07/2017		
<b>4433</b>	<b>XCEL ENERGY</b>		<b>99.71</b>		<b>4</b> Transactions	
<b>330</b>	<b>DEPT Total:</b>		<b>44,689.37</b>	<b>HIGHWAY MAINTENANCE</b>	<b>5 Vendors</b>	<b>79 Transactions</b>
<b>340</b>	<b>DEPT</b>			<b>HIGHWAY SHOP MAINTENANCE</b>		
6156	<b>AMERIPRIDE SERVICES</b>					
	03-340-000-0000-6411	AP	39.97	12/27/2016 12/27/2016 SHOP SUPPLIES	864925	OPERATING SUPPLIES
	03-340-000-0000-6599	AP	28.98	12/27/2016 12/27/2016 RUGS FOR BLDG	864925	BUILDING MAINTENANCE-P.W.BLDG.
	03-340-000-0000-6411		52.39	12/27/2016 12/27/2016 SHOP SUPPLIES	867402	OPERATING SUPPLIES
	03-340-000-0000-6599		10.35	RUGS FOR BLDG	867402	BUILDING MAINTENANCE-P.W.BLDG.
	03-340-000-0000-6411		52.39	SHOP SUPPLIES	870565	OPERATING SUPPLIES
	03-340-000-0000-6599		10.35	RUGS FOR BLDG	870565	BUILDING MAINTENANCE-P.W.BLDG.
<b>6156</b>	<b>AMERIPRIDE SERVICES</b>		<b>194.43</b>		<b>6</b> Transactions	
7544	<b>CENTRA SOTA COOPERATIVE - BUFFALO</b>					
	03-340-000-0000-6563		957.97	HWY DIESEL FUEL	61006399	DIESEL
	03-340-000-0000-6563		1,504.48	HWY DIESEL FUEL	6114225	DIESEL
	03-340-000-0000-6563		1,919.66	HWY DIESEL FUEL	6114236	DIESEL
	03-340-000-0000-6563		1,840.22	HWY DIESEL FUEL	6201295	DIESEL
	03-340-000-0000-6563		3,505.75	HWY DIESEL FUEL	6201318	DIESEL
<b>7544</b>	<b>CENTRA SOTA COOPERATIVE - BUFFALO</b>		<b>9,728.08</b>		<b>5</b> Transactions	
1925	<b>CHAMBERLAIN OIL CO</b>					
	03-340-000-0000-6411		225.50	WASHER FLUID	171198	OPERATING SUPPLIES
	03-340-000-0000-6568		3,505.80	MOTOR OIL	171198	OIL, LUBES
<b>1925</b>	<b>CHAMBERLAIN OIL CO</b>		<b>3,731.30</b>		<b>2</b> Transactions	
1852	<b>COKATO/CITY OF</b>					
	03-340-000-0000-6596	DTG	268.69	12/01/2016 12/31/2016 COKATO SHOP WATER/SEWER	1717013	UTILITIES-OUTLYING SHOPS
<b>1852</b>	<b>COKATO/CITY OF</b>		<b>268.69</b>		<b>1</b> Transactions	

**\*\*\* WRIGHT COUNTY \*\*\***



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

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
2812	<b>GRAINGER</b> 03-340-000-0000-6574			33.20	HWY REPAIR PARTS	9325445428	REPAIR PARTS
<b>2812</b>	<b>GRAINGER</b>			<b>33.20</b>	1 Transactions		
1066	<b>MANEY INTERNATIONAL INC</b> 03-340-000-0000-6574			799.81	HWY REPAIR PARTS	743766	REPAIR PARTS
<b>1066</b>	<b>MANEY INTERNATIONAL INC</b>			<b>799.81</b>	1 Transactions		
595	<b>O'REILLY AUTO PARTS</b> 03-340-000-0000-6574			25.13	HWY REPAIR PARTS	202660	REPAIR PARTS
	03-340-000-0000-6574			179.90	HWY REPAIR PARTS	203326	REPAIR PARTS
<b>595</b>	<b>O'REILLY AUTO PARTS</b>			<b>205.03</b>	2 Transactions		
2316	<b>OTSEGO/CITY OF</b> 03-340-000-0000-6596	DTG		111.31	OTSEGO SHOP WATER/SEWER 12/13/2016 01/12/2017	2810000	UTILITIES-OUTLYING SHOPS
<b>2316</b>	<b>OTSEGO/CITY OF</b>			<b>111.31</b>	1 Transactions		
926	<b>ROYAL TIRE INC</b> 03-340-000-0000-6575	AP		261.38	HWY REPAIR LABOR 12/21/2016 12/21/2016	319841	OUTSIDE LABOR
	03-340-000-0000-6570	AP		14.00	HWY TIRES 12/16/2016 12/16/2016	4672759	TIRES
<b>926</b>	<b>ROYAL TIRE INC</b>			<b>275.38</b>	2 Transactions		
270	<b>RYAN CHEVROLET</b> 03-340-000-0000-6574	AP		42.50	HWY REPAIR PARTS 12/21/2016 12/21/2016	363912	REPAIR PARTS
<b>270</b>	<b>RYAN CHEVROLET</b>			<b>42.50</b>	1 Transactions		
2068	<b>SAFELITE FULFILLMENT INC</b> 03-340-000-0000-6574	AP		200.32	SAFELITE PARTS 12/22/2016 12/22/2016	188880	REPAIR PARTS
	03-340-000-0000-6575	AP		67.00	SAFELITE LABOR 12/22/2016 12/22/2016	188880	OUTSIDE LABOR
	03-340-000-0000-6574	AP		154.33	SAFELITE PARTS 12/22/2016 12/22/2016	188881	REPAIR PARTS
	03-340-000-0000-6575	AP		67.00	SAFELITE LABOR 12/22/2016 12/22/2016	188881	OUTSIDE LABOR

\*\*\* WRIGHT COUNTY \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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

\*\*\* WRIGHT COUNTY \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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

\*\*\* WRIGHT COUNTY \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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

**\*\*\* WRIGHT COUNTY \*\*\***



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

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

**\*\*\* WRIGHT COUNTY \*\*\***



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

\*\*\* WRIGHT COUNTY \*\*\*



SML7587  
1/19/2017 12:21:43PM  
71 HISTORIAN

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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

# \*\*\* WRIGHT COUNTY \*\*\*



**Recap by Fund**

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

Approved by, .....

.....

.....