



# GOODHUE COUNTY MINNESOTA

TO EFFECTIVELY PROMOTE THE SAFETY, HEALTH, AND WELL-BEING OF OUR RESIDENTS

## BOARD OF COMMISSIONERS AGENDA

Kenyon City Hall  
709 2nd Street  
Kenyon, MN

May 15, 2018  
9:00 a.m.

### PLEDGE OF ALLEGIANCE

### DISCLOSURES OF INTEREST

### REVIEW AND APPROVE THE PREVIOUS BOARD MEETING MINUTES.

Documents:

[May 1, 2018.pdf](#)

### REVIEW AND APPROVE THE COUNTY BOARD AGENDA

### REVIEW AND APPROVE THE FOLLOWING ITEMS ON THE CONSENT AGENDA:

#### Consent Agenda

1. Approve the resolution of support for the Goodhue County Drug Treatment Court Grant Application.

Documents:

[Treatment Court Resolution of Support.pdf](#)

2. Approve the agreement for consulting services for Finance Controller and Director of Finance & Taxpayer Services.

Documents:

[Finance Controller Agreement.pdf](#)

### REGULAR AGENDA

#### County Administrator's Report

1. SELCO Agreement

Documents:

[SELCO Agreement.pdf](#)

### COUNTY BOARD COMMITTEE REPORTS

**NEW AND OLD BUSINESS**

**REVIEW & APPROVE COUNTY CLAIMS**

Documents:

[County Claims 5-15-18.pdf](#)

**ADJOURN**

**BOARD OF COMMISSIONERS' PROCEEDINGS, GOODHUE COUNTY, MN  
MAY 1, 2018**

The Goodhue County Board of Commissioners met on Tuesday, May 1, 2018, at 9:00 a.m. in the County Board Room, Government Center, Red Wing, MN with Commissioners Anderson, Majerus, Nesseth, and Drotos were all present. C/Allen was absent.

C/Majerus asked if there were any disclosures of interest. There were none.

<sup>1</sup> Moved by C/Drotos, seconded by C/Anderson, and carried to approve the April 17, 2018, County Board Minutes.

<sup>2</sup> Moved by C/Anderson, seconded by C/Majerus, and carried to approve the May 1, 2018, County Board Agenda.

<sup>3</sup> Moved by C/Anderson, seconded by C/Majerus, and carried to approve the following items on the consent agenda as amended:

C/Drotos requested to remove item #1. *Approve the 2017 County Feedlot Officer (CFO) Annual Report* from the consent agenda for discussion.

- 1.
2. Approve the Gambling Application for Dawnbreaker's Kiwanis.
3. Approve 2017 Box Culvert Contract Change.
4. Approve 2018 Seal Coat Contract Change.
5. Approve the 2018 Federal Supplemental Boating Safety Patrol Grant.
6. Approve the out-of-state travel request to South Dakota for the MOCIC meeting.

**Approve the 2017 County Feedlot Officer (CFO) Annual Report.** C/Drotos questioned the number of violations that were presented in the report and asked if anyone had concerns or if there was any additional information available especially with the upcoming public hearing with feedlots. Staff would reach out to the feedlot officer and request that an explanation be sent to the board. C/Majerus clarified that the upcoming public hearing had nothing to do with feedlots.

<sup>4</sup> Moved by C/Anderson, seconded by C/Majerus, and carried to approve the 2017 County Feedlot Officer (CFO) Annual Report.

**COUNTY ADMINISTRATOR'S REPORT**

**Public Hearing Request for Tax Abatement- Stowell Management, LLC/Cannon River Winery Tax Abatement.** This issue was discussed at a previous EDA Board meeting. Stowell Management, LLC/Cannon River Winery submitted a tax abatement application for assistance with the expansion into properties owned by the City of Cannon Falls and the Cannon Falls EDA to increase production among other things. The 18,192 square foot expansion has a \$2.264 million dollar estimated project cost. The project will create 8 new part-time positions - 4.85 FTE at an average wage of \$12.63 per hour with a minimum wage of \$10 and benefits of \$2.30 per hour. New payroll dollars excluding ownership dollars are to be \$117,520. The applicant is asking for \$137,952 worth of County abatement over 12 years. They are asking the City of Cannon Falls for abatement dollars of \$236,537 over this same period. Property taxes upon completion are estimated at \$75,661 per year. The \$1,000 application fee has been received. The abatement process requires a public hearing.

<sup>5</sup> Moved by C/Anderson, seconded by C/Majerus, and carried to approve to open the public hearing.

C/Majerus asked three times for public comment. There was none.

<sup>6</sup> Moved by C/Anderson, seconded by C/Drotos, and carried to approve to close the public hearing.

<sup>7</sup> Moved by C/Anderson, seconded by C/Majerus, and carried to approve the following resolution authorizing tax abatement of property within Goodhue County for the purpose of assisting the construction expansion of the Cannon River Winery/Stowell Management, LLC in Cannon Falls, Minnesota:

WHEREAS, the Board of Commissioners of Goodhue County, Minnesota (the "County"), has held a public

**BOARD OF COMMISSIONERS' PROCEEDINGS, GOODHUE COUNTY, MN  
MAY 1, 2018**

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hearing on May 1, 2018, on the proposed abatement, pursuant to Minnesota Statutes, Sections 469.1812 through and including 469.1815, to assist with the improvement costs associated with the construction expansion of the Cannon River Winery/Stowell Management, LLC, within the City of Cannon Falls, Minnesota; and

WHEREAS, the County Board has proposed to abate up to 100% per year of the increase in property tax payable due to the increase in property value attributed to the funded improvements, for a period of up to 12 years, up to a maximum cumulative total of \$137,952 of the County share of new property taxes generated by development on the following parcel commencing with taxes assessed for 2019 and payable in the year 2020:

Parcel I.D. # 52.100.4160, 52.100.4140, 52.100.2370  
Legal description:

WHEREAS, the County Board expects that the public benefits derived by the use of tax abatement to the County to be at least equal to the costs associated with granting the abatement:

WHEREAS, the County Board finds that the proposed abatement is in the best interest of the County and its residents.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners, Goodhue County, Minnesota, as follows:

1 Abatement. The Board of Commissioners hereby authorize the abatement of up to 100% per year of the increase in property tax payable due to the increase in property value attributed to the funded improvements, for a period of up to 12 years, up to a cumulative maximum of \$137,952 of the County share of new property taxes generated by development on the following parcel commencing with taxes assessed for 2019 and payable in the year 2020:

Parcel I.D. # 52.100.4160, 52.100.4140, 52.100.2370  
Legal description:

2 Purpose. The abatements will be used to assist with the improvement costs associated with the construction expansion of the Cannon River Winery/Stowell Management, LLC within the City of Cannon Falls, Goodhue County, Minnesota.

3 Public Benefit. The proposed abatements will benefit the public by:

- a) increasing the property tax base of the County and
- b) providing employment opportunities in the County of 4.85 FTE positions over the next 12 years with a minimum hourly wage of \$12.83 with an annual increase of payroll wages of at least \$117,520 excluding owners compensation.
- c) additional private investment by the company.

4 Documents. County staff is hereby directed to prepare all necessary documents to perfect this Resolution including, but not limited to a Development Agreement and a Minimum Assessment Agreement. The Board Chair is hereby authorized to sign said documents.

**Public Hearing Request for Tax Abatement- Zumbrota Sales.** Zumbrota Sales LLC submitted a Tax Abatement Application for assistance with infrastructure for a new auto dealership proposed in Zumbrota. The dealership will be owned by members of the Johnson family who are owners of Zumbrota Ford. The abatement request is for \$5,600 per year for 10 years totaling \$56,000. The abatement dollars will be utilized in the project costs for a portion of the infrastructure costs for work that is needed for sitework/earthwork. The subcommittee felt comfortable with the use of the Abatement even though a portion of the business would be classified as retail in nature. The City of Zumbrota has been asked to participate at the same level. The total project costs are \$3.372 million. New jobs are estimated at 25 full-time positions averaging \$24 per hour and 9 part-time. The company is estimating new payroll in year 1 of \$1.77 million. The \$1,000 application fee has been received.

The tax abatement application has gone through two EDA subcommittee meetings, the Goodhue County EDA Board

**BOARD OF COMMISSIONERS' PROCEEDINGS, GOODHUE COUNTY, MN  
MAY 1, 2018**

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has reviewed and recommended to the Goodhue County Commissioners to set the required public hearing.

<sup>8</sup> Moved by C/Anderson, seconded by C/Drotos, and carried to approve to open the public hearing.

C/Majerus asked three times for public comment. There was none.

<sup>9</sup> Moved by C/Nesseth, seconded by C/Anderson, and carried to approve to close the public hearing.

<sup>10</sup> Moved by C/Anderson, seconded by C/Majerus, and carried to approve the following resolution authorizing tax abatement of property within Goodhue County for the purpose of assisting the infrastructure costs for the new construction of the Zumbrota Sales LLC dealership in Zumbrota, Minnesota:

WHEREAS, the Board of Commissioners of Goodhue County, Minnesota (the "County"), has held a public hearing on May 1, 2018, on the proposed abatement, pursuant to Minnesota Statutes, Sections 469.1812 through and including 469.1815, to assist with the infrastructure costs associated with the development of the Zumbrota Sales LLC Dealership, within the City of Zumbrota, Minnesota; and

WHEREAS, the County Board has proposed to abate up to 100% per year of the increase in property tax payable due to the increase in property value attributed to the funded improvements, for a period of up to 15 years, up to a maximum of \$56,000 of the County share of new property taxes generated by development on the following parcel commencing with taxes assessed for 2019 and payable in the year 2020:

Parcel I.D. # 72.389.0010 & 72.389.0020  
Legal description:

WHEREAS, the County Board expects that the public benefits derived by the use of tax abatement to the County to be at least equal to the costs associated with granting the abatement:

WHEREAS, the County Board finds that the proposed abatement is in the best interest of the County and its residents.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners, Goodhue County, Minnesota, as follows:

1 Abatement. The Board of Commissioners hereby authorize the abatement of up to 100% per year of the increase in property tax payable due to the increase in property value attributed to the funded improvements, for a period of up to 15 years, up to a maximum of \$56,000 of the County share of new property taxes generated by development on the following parcel commencing with taxes assessed for 2019 and payable in the year 2020:

Parcel I.D. # 72.389.0010 & 72.389.0020  
Legal description:

2 Purpose. The abatements will be used to assist with the infrastructure costs and site preparation costs associated with the construction/development of the Zumbrota Sales LLC Dealership within the City of Zumbrota, Goodhue County, Minnesota.

3 Public Benefit. The proposed abatements will benefit the public by:

- d) increasing the property tax base of the County and
- e) providing employment opportunities in the County of 25 FTE positions over the next 15 years with an average hourly wage of \$24.00 with annual payroll of \$1.77 million.
- f) additional private investment by the company

**BOARD OF COMMISSIONERS' PROCEEDINGS, GOODHUE COUNTY, MN  
MAY 1, 2018**

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4 Documents. County staff is hereby directed to prepare all necessary documents to perfect this Resolution including, but not limited to a Development Agreement and a Minimum Assessment Agreement. The Board Chair is hereby authorized to sign said documents.

**Public Hearing Request for Tax Abatement- Zumbrota Vet Clinic.** The Zumbrota Vet Clinic submitted a tax abatement application in 2016 that was approved after a public hearing by the Goodhue County Commissioners on 7/1/2016. The amount of dollars that was approved was \$35,000 to be matched by the City of Zumbrota also doing a tax abatement for that same amount. The dollars were going to be up fronted by the City of Zumbrota to help with the equity requirement of the bank and the abatement would be paid to the City of Zumbrota to pay off the up fronted dollars. The total project cost at that time was \$733,900. The Resolution at that time included a provision for 2 FTE new positions over the next 15 years with a minimum of \$15/hour wages and 1 vet with an annual salary of \$85,000. The project was put on hold. The new application is requesting the same dollar amount to be utilized in the same manner and is for \$35,000 and being estimated as \$5,000 per year for seven years, which will most likely not happen and the \$35,000 will be reached in year eight.. The application shows a projected project cost of \$915,000 with jobs projected at 1-3 at \$15/hour and 1 vet at \$60 per hour. It also shows that the owner of the new facility will be Zumbrota Veterinary Properties, LLC - 50% owned by Daniel Nietz, DVM and 50% by Michael Strecker, DVM. The new partner is part of the expanded employment numbers listed. The current building will be sold after the new building is ready for occupancy. In 2016, the applicant did pay the \$1,000 application fee. They were not charged again for the 2018 application submittal.

The Zumbrota Vet Clinic Tax Abatement Application has gone through two EDA subcommittee meetings, the Goodhue County EDA Board has reviewed and recommended to the Goodhue County Commissioners to set the required public hearing

11 Moved by C/Drotos, seconded by C/Nesseth, and carried to approve to open the public hearing.

C/Majerus asked three times for public comment. There was none.

12 Moved by C/Anderson, seconded by C/Majerus, and carried to approve to close the public hearing.

13 Moved by C/Nesseth, seconded by C/Majerus, and carried to approve the following resolution authorizing tax abatement of property within Goodhue County for the purpose of assisting the new construction expansion of the Zumbrota Vet Clinic in Zumbrota, Minnesota:

WHEREAS, the Board of Commissioners of Goodhue County, Minnesota (the "County"), has held a public hearing on May 1, 2018, on the proposed abatement, pursuant to Minnesota Statutes, Sections 469.1812 through and including 469.1815, to assist with the improvement costs associated with the expansion development of the Zumbrota Vet Clinic, within the City of Zumbrota, Minnesota; and

WHEREAS, the County Board has proposed to abate up to 100% per year of the increase in property tax payable due to the increase in property value attributed to the funded improvements, for a period of up to 15 years, up to a maximum of \$35,000 of the County share of new property taxes generated by development on the following parcel commencing with taxes assessed for 2019 and payable in the year 2020:

Parcel I.D. # 72.389.0050

Legal description: Lot 2, Block 2; Jacobson Commercial Park

WHEREAS, the County Board expects that the public benefits derived by the use of tax abatement to the County to be at least equal to the costs associated with granting the abatement:

WHEREAS, the County Board finds that the proposed abatement is in the best interest of the County and its residents.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners, Goodhue County, Minnesota, as follows:

**BOARD OF COMMISSIONERS' PROCEEDINGS, GOODHUE COUNTY, MN  
MAY 1, 2018**

1 Abatement. The Board of Commissioners hereby authorize the abatement of up to 100% per year of the increase in property tax payable due to the increase in property value attributed to the funded improvements, for a period of up to 15 years, up to a maximum of \$35,000 of the County share of new property taxes generated by development on the following parcel commencing with taxes assessed for 2019 and payable in the year 2020:

Parcel I.D. # 72.389.0050

Legal description: Lot 2, Block 2; Jacobson Commercial Park

2 Purpose. The abatements will be used to assist with the land acquisition and site preparation costs associated with the expansion construction/development of the Zumbrota Vet Clinic within the City of Zumbrota, Goodhue County, Minnesota.

3 Public Benefit. The proposed abatements will benefit the public by:

- g) increasing the property tax base of the County and
- h) providing employment opportunities in the County of 2 FTE positions over the next 15 years with a minimum hourly wage of \$15.00 and increase from a part-time veterinarian to one full-time veterinarian position with an expected hourly wage rate of \$60.00.
- i) additional private investment by the company

4 Documents. County staff is hereby directed to prepare all necessary documents to perfect this Resolution including, but not limited to a Development Agreement and a Minimum Assessment Agreement. The Board Chair is hereby authorized to sign said documents.

**COMMITTEE REPORTS:**

C/Drotos	<ul style="list-style-type: none"> <li>• High Speed Rail Commission. Opportunity Zones in Goodhue County.</li> </ul>
C/Neseth	<ul style="list-style-type: none"> <li>• Tour of Maple Island in Wanamingo.</li> </ul>
C/Anderson	<ul style="list-style-type: none"> <li>• South Country Health Alliance in Washington DC.</li> </ul>
C/Majerus	<ul style="list-style-type: none"> <li>•</li> </ul>
C/Allen	<ul style="list-style-type: none"> <li>•</li> </ul>
Administrator Arneson	<ul style="list-style-type: none"> <li>•</li> </ul>

**New Business.** Patrol Commander Paul Gielau with the Sheriff's Department updated the board on the missing person in Lake Pepin.

**Review and approve county claims.**

13 Moved by C/Anderson, seconded by C/Majerus, and carried to approve to pay the County claims in the amount of 01-General Revenue \$278,626.42, 03-Public Works \$68,880.22, 11- Human Service Fund \$19,263.74, 21-ISTS \$00, 25- EDA \$00, 30-Capital Improvement \$00, 31-Capital Equipment \$00, 34-Capital Equipment \$22,050.55, 35-Debt Services \$37,267.77, 40-County Ditch \$00, 61-Waste Management \$3,331.09, 62-Recycling Center \$00, 63-HHW \$00, 72-Other Agency Funds \$95,377.60, 81-Settlement \$2,131.21, in the total amount of \$526,928.60.

14 Moved by C/Anderson, seconded by C/Majerus, and carried to approve to adjourn the May 1, 2018, County Board Meeting.

**BOARD OF COMMISSIONERS' PROCEEDINGS, GOODHUE COUNTY, MN  
MAY 1, 2018**

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SCOTT O. ARNESON  
COUNTY ADMINISTRATOR

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JASON MAJERUS, CHAIRMAN  
BOARD OF COUNTY COMMISSIONERS

MINUTE

1. Approved the April 17, 2018 County Board Meeting Minutes. (Motion carried 4-0)
2. Approved the May 1, 2018 County Board Meeting Agenda. (Motion carried 4-0)
3. Approved the Consent Agenda as amended. (Motion carried 4-0)
4. Approved to open the public hearing. (Motion carried 4-0)
5. Approved to close the public hearing. (Motion carried 4-0)
6. Approved a tax abatement for Cannon River Winery. (Motion carried 4-0)
7. Approved to open the public hearing. (Motion carried 4-0)
8. Approved to close the public hearing. (Motion carried 4-0)
9. Approved a tax abatement for Zumbrota Sales. (Motion carried 4-0)
10. Approved to open the public hearing. (Motion carried 4-0)
11. Approved to close the public hearing. (Motion carried 4-0)
12. Approved a tax abatement for Zumbrota Vet Clinic. (Motion carried 4-0)
13. Approved the county claims. (Motion carried 4-0)
14. Approved to adjourn the May 1, 2018 County Board Meeting. (Motion carried 4-0)





Telephone (651) 267-4950  
FAX (651) 267-4972


**STEPHEN N. BETCHER**  
*Goodhue County Attorney*

**ASSISTANT COUNTY ATTORNEYS**

CAROL K. LEE  
STEPHEN F. O'KEEFE  
ERIN L. KUESTER  
CHRISTOPHER J. SCHRADER  
WILLIAM L. CHRISTIANSON  
ELIZABETH M. S. BREZA  
DAVID J. GROVE  
ANGELA R. STEIN

**MEMORANDUM**

**TO:** The Goodhue County Board of Commissioners  
Goodhue County Administrator Scott Arneson

**FROM:** Stephen F. O'Keefe, Assistant Goodhue County Attorney 

**RE:** Goodhue County Drug Treatment Court

**DATE:** May 10, 2018

The Goodhue County Drug Treatment Court Steering Committee is in the process of re-applying for a federal grant through the Bureau of Justice to implement an Adult Treatment Court in Goodhue County. The grant availability was announced on May 1, 2018, with an application deadline of June 5, 2018. The award is up to \$500,000.00 over a four year period. As part of that application process, the Goodhue County Drug Treatment Court Steering Committee is asking for a Board resolution indicating the Board's overall support for a treatment court in Goodhue County and its continued willingness to act as the treatment court fiscal agent. Demonstrated support from community stakeholders has been identified as an important piece to presenting a successful application. A more detailed presentation will be made at the June 5 meeting of the Goodhue County Board.

We appreciate your continued support.

SFO/dad

## **RESOLUTION**

**WHEREAS**, the Goodhue County Board of Commissioners (Board) desires to support the development of a Drug Treatment Court in Goodhue County; and,

**WHEREAS**, the Board is aware that an application is being developed by a community based Drug Treatment Court Steering Committee seeking funding for such a treatment court through a federal grant; and,

**WHEREAS**, Goodhue County is aware that previous grant application processes required the commitment of a governmental entity to act as fiscal agent for administration of any grant funds to be received and distributed in the event that a federal grant was awarded.

**NOW, THEREFORE**, the Goodhue County Board of Commissioners hereby adopts this resolution in support of the application for a federal grant to help fund a Goodhue County Drug Treatment Court to be operated by the Goodhue County District Court and the Goodhue County Attorney's Office; and,

**FURTHER**, hereby commits the Goodhue County Finance Department to serve as fiscal agent for any and all funds to be received and disbursed in the event that a grant is awarded to the Goodhue County Drug Treatment Court.



**Scott O. Arneson**  
County Administrator  
Goodhue County

509 W. Fifth St.  
Red Wing, MN 55066  
Office (651) 385.3001  
Fax (651) 385.4873

To: Board of Commissioners

From: Scott O. Arneson

Date: May 9, 2018

Re: Interim Finance Controller/Director Agreement

As you are aware, we will have a vacancy at the Finance and Taxpayer Services Director position due to the retirement of Carolyn Holmsten on August 3, 2018. This is in addition to our vacancy at the Finance Controller position. We have advertised the Finance Director position and have opted to repost that position in addition to the Finance Controller position. In the meantime, we have reached an agreement with Brian Anderson of Faribault, MN to provide consulting interim Finance Controller and Finance and Taxpayer Services Director services for Goodhue County. Staff recommends approval of the attached agreement. Feel free to contact the Administration office if you have any questions.

## GOODHUE COUNTY BOARD OF COMMISSIONERS

RONALD ALLEN  
1<sup>st</sup> District  
1713 Siewert Street  
Red Wing, MN 55066

BRAD ANDERSON  
2<sup>nd</sup> District  
10679 375<sup>TH</sup> St. Way  
Cannon Falls, MN 55009

BARNEY NESSETH  
3<sup>rd</sup> District  
41595 Co. 8 Blvd  
Zumbrota, MN 55992

JASON MAJERUS  
4<sup>th</sup> District  
39111 Co. 2 Blvd  
Goodhue, MN 55027

PAUL DROTOS  
5<sup>th</sup> District  
1825 Twin Bluff Rd  
Red Wing, MN 55066

*An Equal Opportunity Employer*

**AGREEMENT FOR CONSULTING SERVICES**  
**FINANCE CONTROLLER**  
**DIRECTOR OF FINANCE AND TAXPAYER SERVICES**

**THIS AGREEMENT**, made and entered into this 15<sup>th</sup> day of May, 2018, by and between GOODHUE COUNTY, a Minnesota municipal corporation (“County”), and BRIAN ANDERSON (“Consultant”).

**WHEREAS**, the position of Finance Controller is currently vacant; and

**WHEREAS**, the position of Director of Finance and Taxpayer Services will be vacant effective August 3, 2018; and

**NOW THEREFORE**, be it agreed between the Employer and Consultant as follows:

1. **CONTROLLER POSITION.** The Consultant will serve as the Interim Finance Controller for a temporary period of time until August 3, 2018 or until the new Finance Controller is hired.
2. **DIRECTOR OF FINANCE AND TAXPAYER SERVICES.** The Consultant will serve as the Director of Finance and Taxpayer Services for a temporary period of time effective August 4, 2018, until the new Director of Finance and Taxpayer Services is hired or until terminated pursuant to Section 9 of this Agreement.
3. **TERM.** The term of this Agreement will begin on May 16, 2018, and will continue until the new Director of Finance and Taxpayer Services is hired and begins employment with Goodhue County or until the agreement is terminated pursuant to section #9 of this agreement.
4. **SALARY AND HOURS.** County will pay Consultant an hourly rate of \$60.00 starting on May 16, 2018, payable in bi-weekly installments. County will pay Consultant an hourly rate of \$65.00 starting on August 6, 2018, payable in bi-weekly installments. Consultant will work 80 hours per two week period.

County will cover employer portion of Medicare and Social Security taxes. Consultant will be eligible for the Coordinated Pension Plan under Minnesota PERA. County will make applicable employer contributions and Consultant will make applicable employee contributions.

5. **DUTIES.** The duties of the Consultant shall be those of the Controller of Goodhue County and the Director of Finance and Taxpayer Services of Goodhue County as contained in the respective job descriptions, which are attached hereto and incorporated herein, and such other duties as assigned by the County Administrator or the current Director of Finance and Taxpayer Services.
6. **CELL PHONE REIMBURSEMENT.** Consultant will receive a monthly cellular telephone allowance of THIRTY FIVE DOLLARS (\$35). This amount will be included in the Consultant's regular paycheck. Consultant must comply with the Goodhue County cell phone policy.
7. **INSURANCE BENEFITS.** Health, life and other insurance benefits are not part of this agreement.
8. **BONDING.** County will pay the cost of any fidelity or other bonds, worker's compensation, or professional liability insurance required of the Consultant under any law or circumstance.
9. **TERMINATION.** This Agreement may be terminated at any time, for any reason, by either party upon 45 days written notice to the other party of such termination. This Agreement may be terminated ~~for cause~~ at any time by either party upon either the party failing to abide by the terms of this Agreement or upon a material breach of the personal and professional rules enumerated in part in the Goodhue County Personnel Policy Chapters 1, 3, 8, 9, 11 and 15 as well as articles 5.2 and 5.3 which will be provided to you on March 16, 2018.

**10. GENERAL PROVISIONS.**

- a. **Entire Agreement.** This Agreement contains the entire understandings of the parties hereto. It may not be changed orally, but only upon an agreement in writing signed by the Consultant and the County Administrator of Goodhue County.
- b. **Binding Effect.** The terms and conditions of this Agreement are to apply to and bind the heirs, executors, administrators, successors and assigns of the respective parties. The Consultant shall not assign the duties or benefits of this Agreement without prior written approval of the County.
- c. **Severability.** If any provision or any portion thereof contained in this Agreement is held unconstitutional, invalid, or unenforceable, the remainder of this Agreement, or portion thereof, is deemed severable and will not be affected and will remain in full force and effect.
- d. **Governing Law.** This Agreement will be construed and enforced in accordance with Minnesota law. The parties agree any litigation arising out of this Agreement will be venued in Goodhue County District Court in Red Wing, Minnesota, and the parties waive any objection to venue or personal jurisdiction.

**IN WITNESS WHEREOF,** County has caused this Agreement to be signed and executed on its behalf by its County Board Chair and County Administrator.

\_\_\_\_\_  
Jason Majerus, Chair                      Date

\_\_\_\_\_  
Brian Anderson                              Date

\_\_\_\_\_  
Scott Arneson, Administrator      Date

## GOODHUE COUNTY POSITION DESCRIPTION

Position Title: Finance Controller  
 Department: Finance & Taxpayer Services

Date: September 8, 2016  
 Location: Government Center

Supervisor(s): Finance Director  
 Phone Number: (651) 385-3032

**PRIMARY OBJECTIVES OF POSITION:**

This highly responsible position plans, coordinates and directs all aspects of the financial, tax and election activity within the Finance Office. Major duties include supervising staff, performing internal review of all accounting systems for accuracy, assisting the County Administrator with budget preparation, preparing or reviewing all required state reports, coordinating the audit activities, preparing financial statements, assisting auditors annually, managing the county's investments, and overseeing all election activity. Much of the work involves highly complex financial functions in various areas of accounting and finance.

This is administrative managerial work which integrates fiscal policies and mandates from the federal, state and county level in accordance with generally accepted accounting principles.

**JOB TASK AREAS OF RESPONSIBILITY INCLUDES BUT NOT LIMITED TO:  
 ESTIMATED PERCENTAGE OF TIME:**

Essential duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them if the work is similar, related or a logical assignment to the position

% OF TIME	TASKS
25%	<p><u>Supervision</u></p> <ul style="list-style-type: none"> <li>➤ Evaluates and supervises staff in the Finance Department, assists with the hiring process, determines areas of staff responsibilities within the department and directs work of support staff</li> <li>➤ Provides training and instruction for employees, plans and coordinates, assigns and reviews work</li> <li>➤ Prepares or reviews all monthly reports submitted to outside agencies as required by the state/federal/county contracts</li> <li>➤ Prepares budget summaries/comparisons/ quarterly reports</li> <li>➤ Implements any procedural changes, internal control changes or other recommendations</li> </ul>
10%	<p><u>Accounting &amp; Integrated Financial System</u></p> <ul style="list-style-type: none"> <li>➤ Conducts periodic evaluation of account numbers, account elements and report codes to maintain compliance with COFAR and GASB regulations</li> <li>➤ Monitors and analyzes financial activity and coding</li> <li>➤ Approves journal entries prior to financial system interface</li> <li>➤ Assists department heads with establishing new contracts/grants and entering them in the current accounting system including setting up a chart of accounts, budget and having data in usable form to meet all reporting requirements  <i>(Ability to Perform Accounting Technician, , Accountant I and Accountant II Tasks when needed)</i></li> </ul>
	<p><u>Accounts Payable</u></p> <ul style="list-style-type: none"> <li>➤ Reviews semi-annual debt service payments</li> </ul>

	<p><i>(Ability to Perform Accounting Technician, , Accountant I and Accountant II Tasks when needed)</i></p>
	<p><u>Accounts Receivable</u></p> <p><i>(Ability to Perform Accounting Technician, , Accountant I and Accountant II Tasks when needed)</i></p>
20%	<p><u>Banking</u></p> <ul style="list-style-type: none"> <li>➤ Administers Commercial Electronic Office (CEO) rights for all county users</li> <li>➤ Manages investment decisions as required including retrieving and analyzing bank account reports and communicating with brokers and financial institutions</li> <li>➤ Approves bank reconciliations</li> <li>➤ Responsible for creating a cash flow model utilizing spreadsheets maintained by department accountants to optimize investable funds.</li> <li>➤ Manages cash investments ensuring safety, liquidity and yield</li> <li>➤ Reviews ongoing collateral requirements</li> </ul> <p><i>(Ability to Perform Accounting Technician, Accountant I and Accountant II Tasks when needed)</i></p>
10%	<p><u>Budgets</u></p> <ul style="list-style-type: none"> <li>➤ Assists administration and department heads with budget preparation</li> <li>➤ Oversees preparation of 7-year capital plan</li> <li>➤ Analyzes, identifies and maintains financial data of various departments countywide</li> <li>➤ Reviews quarterly budget reports for County Board, provides analysis on variances</li> <li>➤ Reports budgets and investments quarterly to budget committee</li> <li>➤ Reviews budget adjustments in the Integrated Financial System</li> <li>➤ Reviews the summary budget report and its coordination for publication for the State of Minnesota</li> <li>➤ Reviews submittal of financial reports for the State of Minnesota</li> </ul> <p><i>(Ability to Perform Accounting Technician, , Accountant I and Accountant II Tasks when needed)</i></p>
30%	<p><u>Financial Reporting</u></p> <ul style="list-style-type: none"> <li>➤ Reviews, analyzes and implements all state/federal/county changes in reporting formats, changes in software and accounting systems in order to meet all legally required reporting requirements and keep the fiscal records in accordance with generally accepted accounting principles</li> <li>➤ Proofs capital asset depreciation</li> <li>➤ Leads audit process including oversight of preparation of trial balance, notes, management letter and financial statements. Reviews edits and assists in preparing of documents. Acts as primary audit contact between the County and the Office of the State Auditor</li> <li>➤ Updates and processes year end accruals</li> <li>➤ Reviews capital asset full accrual entries for financial statements</li> <li>➤ Reviews modified and full accrual journal entries for financial statement reporting</li> <li>➤ Reviews trial balances in State Auditor financial statement package for use in financial statement preparation</li> <li>➤ Analyzes financial statement notes</li> </ul> <p><i>(Ability to Perform Accounting Technician, , Accountant I and Accountant II Tasks when needed)</i></p>
	<p><u>Payroll</u></p> <ul style="list-style-type: none"> <li>➤ Troubleshoots problems with bimonthly payroll reconciliations for payments of direct deposit and vendor checks, tax allocation by fund and communicates problems with HR</li> </ul>



	<p><i>(Ability to Perform Accounting Technician, , Accountant I and Accountant II Tasks when needed)</i></p>
	<p><u>Tax System</u></p> <ul style="list-style-type: none"> <li>➤ Reviews calculation of tax rates for each taxing districts</li> <li>➤ Reviews reports for all tax increment financing (TIF) activity</li> <li>➤ Monitors tax system functions</li> </ul> <p><i>(Ability to Perform Accounting Technician, , Accountant I and Accountant II Tasks when needed)</i></p>
5%	<p><u>Other</u></p> <ul style="list-style-type: none"> <li>➤ Responsible for capital projects and debt service accounting; assists Finance Director in arbitrage reporting.</li> <li>➤ Provides detailed, technical service and information to internal and external customers in a variety of areas including but not limited to legal descriptions, taxes, market values, fee collection, abatements, homestead status, and tax statement clarification</li> <li>➤ Performs special projects</li> </ul> <p>➤ <i>(Ability to Perform Accounting Technician, , Accountant I and Accountant II Tasks when needed)</i></p>
	<p><u>Elections</u></p> <p>The Goodhue County Finance Department provides election services for elections held within the County. In even years this includes the primary and general elections for state and national offices as well as some local elections. In addition there are annual township elections and school board elections which can be held in either even or odd years, and occasional special elections.</p> <p>All departmental employees are involved for the even year elections because of the vastness of the workload and the time involved (see items listed below). <b>This position is responsible for overseeing all election staff and election-related activities.</b></p> <ul style="list-style-type: none"> <li>➤ Maintains current professional continuing education in the area of election administration</li> <li>➤ Coordinates and conducts election training for clerks and election judges</li> <li>➤ Analyzes maps to determine voting districts and precincts</li> <li>➤ Administers candidate filing according to state guidelines</li> <li>➤ Prepares, audits and orders election ballots</li> <li>➤ Responsible for administration of absentee ballots: sending and receiving of applications, delivery of correct ballots, and processing of voted ballots</li> <li>➤ Compiles, analyzes and reports all election results</li> <li>➤ Initiates and monitors completion of campaign finance reports</li> <li>➤ Verifies accuracy of certified election equipment</li> <li>➤ Ensures that voters have confidence in the election in a variety of areas including but not limited to election procedures, equipment and reporting</li> <li>➤ Responds to telephone inquiries regarding voter registration, statutes and candidate activities</li> <li>➤ Prepares, tracks and submits HAVA grant reports</li> <li>➤ Prepares and distributes polling place materials</li> <li>➤ Orchestrates posting and publication of election notices</li> <li>➤ Updates election system regarding precinct splits, polling places, street changes and block ranges</li> <li>➤ Responsible for the accuracy of voter registration and history</li> <li>➤ Investigates voting violations and determine if further action is needed</li> <li>➤ Determines election cost allocations for municipalities and school districts</li> <li>➤ Audits election in various ways including but not limited to post election equipment review, performance review and election recount</li> <li>➤ Assists local election official in resolving election day issues</li> </ul>

In the absence of the Director of Finance and Taxpayer Services, this position is responsible to serve as the Department Director.

The essential functions of this position are listed above. The employee will perform other necessary duties as assigned for the operation of the department. Additionally, regular attendance at work is required in order to carry out the duties listed above.

In the event of a declared emergency, County Administration has the right to reassign employee to assure essential functions are maintained.

**BUDGET RESPONSIBILITIES:**

This position assists the Finance Director with development and management of the Department budget

**RESPONSIBILITY FOR RELATIONSHIPS:**

- Practices respectful, open and honest communication.
- Demonstrates ability to strive for continuous quality improvement.
- Demonstrates sensitivity and respect of cultural and individual differences.
- Demonstrates ability to take responsibility for one's actions.
- Demonstrates ability to identify and solve problems creatively.
- Recognizes and responds to priorities in job responsibilities.
- Demonstrates ability to perform duties independently.
- Seeks guidance/direction as necessary for the successful completion of job duties/responsibilities.

**Internal**

This position works with all departments within the County in relation to accounting and budgetary matters. The most frequent contacts include but are not limited to:

- Daily contact with office co-workers
- Frequent contact with all county departments

**External**

The Finance Office is responsible for a wide variety of tasks including but not limited to the areas of taxation, budget, finance, accounting, auditing, and elections. Given the very diverse pool of external customers that may be encountered, this person must balance duties between the different functions as well as follow the rules and statutes established by the State of Minnesota. External customers include but are not limited to:

- Taxpayers
- Realtors/Banks/Escrow Companies
- Accountants
- Abstract Office
- City/Township/School Clerks
- Secretary of State
- Office of the State Auditor
- Department of Revenue
- Department of Education
- Department of Natural Resources
- Vendors
- Federal Government
- Employees of other taxing jurisdictions

**SUPERVISORY AUTHORITY:**

Scope

<b>Effectively Recommend</b>		<b>Take Action</b>	
Hire	X	Hire	
Assign	X	Assign	X
Direct	X	Direct	X
Reward	X	Reward	
Transfer	X	Transfer	
Promote	X	Promote	
Adjust Grievances	X	Adjust Grievances	
Suspend (over 3 days)	X	Suspend (over 3 days)	
Discharge	X	Discharge	
Discipline-Oral	X	Discipline-Oral	X
Discipline-Written	X	Discipline-Written	X
Evaluate	X	Evaluate	X
Train	X	Train	X
Demote	X	Demote	

**EXTENT OF SUPERVISION PROVIDED:**

This position is under the general supervision Finance Director.

**KNOWLEDGE AND SKILL REQUIREMENTS:**

**Minimum Requirements:**

Bachelor’s degree in accounting, business administration or related field required. At least four years experience in a progressively responsible position in governmental or public accounting settings preferred

**The following are the required knowledge, skills and abilities:**

- Extensive knowledge of public sector accounting principles and practices including GAAP
- Knowledge of legal and regulatory requirements for government finance
- Knowledge of banking practices and cash flow management
- Ability to prepare financial statements and reports
- Ability to analyze complex data and concepts
- Ability to train, orient and direct the work of others
- Ability to organize and coordinate workflow between departments
- Ability to establish and meet work deadlines and stay on task with constant interruptions
- Ability to communicate and deal tactfully and effectively with difficult people including the public.
- Ability to use modern office equipment and related software including complex spread sheets.
- Ability to establish and maintain effective working relationships with associates and foster teamwork with the associates
- Ability to adapt to frequent changes in environment and schedule in a fast paced work setting.
- Excellent oral and written communications skills;
- Proven problem-solving abilities and strong analytical skills
- Excellent computer skills including complex spreadsheets,
- Proven supervisory and leadership skills

**WORK ENVIRONMENT and PHYSICAL REQUIREMENTS:**

See attached

# Goodhue County Working Conditions Questionnaire

## Part I: Physical Requirements

### Section A

The physical mobility requirements of this job are to spend:

7	hours a day sitting
1	hours a day standing
min	hours a day walking
min	hours a day kneeling
min	hours a day stooping
	miles a day walked
	feet climbed using a ladder
	feet climbed on an incline
min	feet climbed using stairs

### Section B

The physical effort requirements of this job are

# of pounds lifted	
20	pounds lifted waist high
10	pounds lifted shoulder high
10	pounds lifted above the head
10	pounds are carried alone
20	pounds are carried with someone else
20	distance weight must be carried (feet)
10	pounds are pushed
10	pounds are pulled
10	pounds are held

### Section C

The physical dexterity requirements of this job are to operate:

x	a telephone
x	Computer/electronic equipment
	hand tools
	Electric tools
x	Manipulate small objects

## Part II: Sensory Abilities

The checked items listed below are sensory requirements needed for this job. Items are critical, useful, or not required.

critical	useful	
x		see
	x	distinguish colors
x		hear or listen
		taste
		smell
x		touch
x		speak

## Part III: Mental Effort

The mental efforts required on a daily basis are:

x	reading	x	Analyzing data
x	writing	x	Searching for solutions
x	basic arithmetic	x	Creating methodologies
x	mathematics	x	Conducting research
	weighing and/or measuring	x	Managing resources
x	visualizing conclusions	x	Evaluating performance of others

## Part IV: Work Environment

The elements of this job's work environment are (complete all that apply):

	hours a day spent working <b>under time pressure</b>
	hours a day spent working <b>rapidly</b>
100%	% of time spent <b>indoors</b>
	% of time spent <b>outdoors</b>
	% of time spent <b>in an automotive vehicle</b>
	% of time spent <b>at a desk, bench or window</b>
100%	% of time spent <b>in an office or control room</b>

x	The condition of the air is <b>clean (controlled)</b>
	The condition of the air is <b>normal/average</b>
	The condition of the air is <b>dusty/dirty</b>
	The condition of the air is <b>wet/humid</b>
	The condition of the air is <b>affected by fumes, smoke etc.</b>

x	The noise level is <b>normal</b>
	The noise level is <b>loud, requiring ear protection</b>
x	The surface of the working environment is <b>level</b>
	The surface of the working environment is <b>sloping</b>
	The surface of the working environment is <b>uneven</b>
	The surface of the working environment is <b>slippery</b>

## Part V: Additional Comments:

# GOODHUE COUNTY POSITION DESCRIPTION

Position Title: Finance Director  
Incumbent holds statutory title of Auditor/Treasurer

Date: January 2018  
Location: Government Center

Department: Finance & Taxpayer Services  
Supervisor(s): County Administrator & County Board  
Phone Number: 651-385-3021

## PRIMARY OBJECTIVES OF POSITION:

This department director is responsible for directing the development, planning, management, coordination, delivery and evaluation of two different sectors within the county:

**Assessing services;** including the property valuation and classification process for the County as provided in Minnesota Statutes including complex, multi-functional assessment, taxation and related land records functions,

**Financial services;** including overall fiscal management of the County as well as investments, debt, and elections. This position is appointed to fulfill the provisions of Minnesota Statutes related to the County Auditor/Treasurer.

Duties include but are not limited to determination of tax capacity, certifying the levy, distributing tax statements, valuation notices and Truth-in-Taxation notices, collecting taxes, forfeited property, bond registration, overseeing the activity with tax court appeals and overseeing all governmental elections. This employee represents the County in matters related to property taxation with the public, the courts and other governmental agencies.

## JOB TASK AREAS OF RESPONSIBILITY: ESTIMATED PERCENTAGE OF TIME:

	TASKS
20%	Formulates and recommends policies and procedures to increase the effectiveness of the county's fiscal management. Organizes, coordinates and manages the overall operation of the department, including planning, establishing and maintaining functions, services, staff assignments, proper workflow, and to provide related management services.
7%	Develops organizational strategies to meet the County's short and long-term financial needs. Plans and directs a thorough program for the periodic analysis and reporting of the fiscal condition of the County; plans and directs the installation and maintenance of proper fiscal control procedures.
5%	Oversees the County's assets including cash management and investment programs, develops policies, which promote good stewardship of the County's funds and optimum investment earnings, establishes and directs county purchasing.

15%	Directs and oversees the Finance Controller and all employees of the Auditor/Treasurer's office. Organizes, coordinates and manages the overall operation of the department, including development of department goals, objectives, priorities and procedures in accordance with County policies. Directs subordinate supervisors and appropriate staff by selecting employees, assigning work, motivating and coaching employees, conducting evaluations, disciplining employees as needed and providing for staff development and training. Prepares Finance Department's annual budget.
15%	Directs and oversees the County Assessor and their staff with the annual valuation of parcels of real estate including staffing the County Board of Equalization and negotiation with attorneys and taxpayers to resolve Tax Court petitions along with the calculation and billing of taxes on county parcels and maintenance of appropriate land records. Oversees direction of annual assessment, valuation and taxation of personal property and mobile home property. Oversees calculation of tax capacity and tax rates. Meets periodically with Department of Revenue to audit assessment records.
5%	Oversees management of the County's financial system, including general ledger, accounts payable and receivables, management of the collections function (past-due, uncollectible and delinquent accounts), and the County's annual Financial Statements. Annually meets with the State Auditor to review county's financial records.
20%	Provides appropriate analysis and financial advice and expertise to the County Board, County Administrator and department heads on issues related to financial management (budget, capital financing, forecasting, investments, economic trends, debt management, and proposed legislation). Conducts studies for improving fiscal management and support services. Directs quarterly budget summaries. Acts as Treasurer of the Goodhue County Economic Development Authority.
3%	Oversees the investment of money collected by the county, the processing and reconciling of money entering and exiting the county.
5%	Reviews and implements legislation and County Board directives relating to property taxation and records administration functions and services; licensing, elections and services; adopts and effects rules, methods and procedure necessary for their implementation. Responds to and resolves taxpayer complaints concerning departmental services.
This occurs in addition to regular work every other year	Directs the planning, delivery and evaluation of federal, state and county elections, state mandated voter registration functions, and is responsible for elections including township and school district elections, receives candidate filings, directing canvas boards, post election results per statute, and training of election judges.
2%	Acts as liaison between Goodhue County and the State of Minnesota, other counties and regional entities and other organizations as appropriate. Acts as consultant to other departments in effective use of the County's financial system, resolving problems and analyzing financial impacts.

<b>3%</b>	Management Team participation and analysis of general and overall County problems. Works with other Goodhue County senior management staff to provide recommendations to the County Board related to: the development of strategic planning proposals, the formation of County policy, and to coordinate county services to maximize their efficient delivery.
	Performs other duties as assigned.

**CORE COMPETENCIES:**

To be successful in this position, the core competencies in this classification include:

**1. Builds Effective Work Relationships**

Excels at building partnerships and fostering teamwork. Works collaboratively within and across organizational boundaries to achieve common goals.

**2. Provides High Quality Service**

Identifies customer expectations and responds appropriately to their needs.

**3. Understands County Business**

Develops broad understanding of overall county functions and the relationship between functions.

**4. Applies Essential Business Skills**

Manages human, financial and informational resources in a manner that instills public trust and accomplishes the organization's mission to provide quality services.

**5. Manages and Leads Others**

Implements the organizational vision into the department's day-to-day business. Guides, directs and influences others in carrying out the mission.

**6. Promotes the Development of A Common Vision**

Fosters the development and evolution of a compelling vision that allows for a clear strategy and direction and that supports Goodhue County's position as a leader in government.

**SUPERVISORY AUTHORITY:**

Scope

<b>Effectively Recommend</b>		<b>Take Action</b>	
Hire		Hire	X
Assign		Assign	X
Direct		Direct	X
Reward		Reward	X
Transfer		Transfer	X
Promote		Promote	X
Adjust Grievances		Adjust Grievances	X
Suspend (over 3 days)		Suspend (over 3 days)	X
Discharge		Discharge	X
Discipline-Oral		Discipline-Oral	X
Discipline-Written		Discipline-Written	X
Evaluate		Evaluate	X
Train		Train	X
Demote		Demote	X

### **SUPERVISION PROVIDED:**

This individual sets guidelines for the annual workflow and targets results expected. They supervise the Assessor, Supervisor of Assessing Services, and Controller. These positions all provide a second level of supervision for the remainder of the departmental staff.

### **KNOWLEDGE AND SKILL REQUIREMENTS:**

#### **Minimum Requirements:**

- Bachelor's degree in finance, accounting, business administration, public administration or related field and an equivalent combination of training and experience.
- Five years directly related experience in finance, three of which are in upper-level management of a financial department, preferably in a government agency.
- A master's degree, CPA or higher degree in a related field of study is desirable along with previous experience with public sector finance, Minnesota tax and property laws.
- Valid driver's license

#### **Knowledge:**

- Extensive knowledge of modern principles and practices of business management in government;
- Thorough knowledge of accounting theory and the principles of public finance;
- Thorough knowledge of principles and practices of effective administration;
- Knowledge of banking and investment
- Excellent computer skills including spreadsheets and other applications;
- Knowledge of trends analysis and financial forecasting.
- 

#### **Ability to:**

- Lead others to achieve results
- Organize, direct and coordinate the activities of professional and administrative support personnel,
- Analyze project needs and prepare long-range and strategic responses to meeting these needs;
- Create and support effective working relationships within and between departments and outside agencies,
- Grasp and effectively respond to changing customer needs, interests, and requirements,
- Effectively present analysis and recommendations through spoken and written communications,
- Build and maintain positive working relationships with others including public officials
- Effectively conduct meetings,
- Plan, implement and evaluate programs, systems, policies and procedures,
- Establish departmental objectives and performance measures and evaluate those objectives and measures;
- Report to work on a regular and timely basis.

### **WORK ENVIRONMENT and PHYSICAL REQUIREMENTS:**

See attached



**Goodhue County Working Conditions Questionnaire**

**Part I: Physical Requirements**

**Section A**

The physical mobility requirements of this job are to spend:

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1	hours a day standing
min	hours a day walking
min	hours a day kneeling
min	hours a day stooping
	miles a day walked
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	Electric tools
x	Manipulate small objects

**Part II: Sensory Abilities**

The checked items listed below are sensory requirements needed for this job. Items are critical, useful, or not required.

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x		see
		distinguish colors
x		hear or listen
		taste
		smell
x		touch
x		speak

**Part III: Mental Effort**

The mental efforts required on a daily basis are:

x	reading	x	Analyzing data
x	writing	x	Searching for solutions
x	basic arithmetic	x	Creating methodologies
x	mathematics	x	Conducting research
	weighing and/or measuring		Managing resources
x	visualizing conclusions	x	Evaluating performance of others

**Part IV: Work Environment**

The elements of this job's work environment are (complete all that apply):

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	% of time spent <b>in an automotive vehicle</b>
	% of time spent <b>at a desk, bench or window</b>
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	The surface of the working environment is <b>sloping</b>
	The surface of the working environment is <b>uneven</b>
	The surface of the working environment is <b>slippery</b>

**Part V: Additional Comments:**



**Scott O. Arneson**  
County Administrator  
Goodhue County

509 W. Fifth St.  
Red Wing, MN 55066  
Office (651) 385.3001  
Fax (651) 385.4873

To: Goodhue County Board of Commissioners

From: Scott O. Arneson

Date: May 11, 2018

Re: SELCO Agreement

Representatives from the Goodhue County Libraries will be presenting their annual overview at the Committee of the Whole meeting scheduled for 8:30 a.m. on Tuesday, May 15 prior to the County Board meeting.

For your review, attached is the proposed agreement with SELCO to continue library services offered in Goodhue County. The agreement is similar to the previous agreement with the addition of the ***Extension of Initial Term*** language in section 10. This language allows for the agreement to continue on a biannual basis unless either party provides notice in writing 60 days prior to the expiration.

## GOODHUE COUNTY BOARD OF COMMISSIONERS

RONALD ALLEN  
1<sup>st</sup> District  
1713 Siewert Street  
Red Wing, MN 55066

BRAD ANDERSON  
2<sup>nd</sup> District  
10679 375<sup>TH</sup> St. Way  
Cannon Falls, MN 55009

BARNEY NESSETH  
3<sup>rd</sup> District  
41595 Co. 8 Blvd  
Zumbrota, MN 55992

JASON MAJERUS  
4<sup>th</sup> District  
39111 Co. 2 Blvd  
Goodhue, MN 55027

PAUL DROTOS  
5<sup>th</sup> District  
1825 Twin Bluff Rd  
Red Wing, MN 55066

**MEMORANDUM OF UNDERSTANDING  
FOR LIBRARY SERVICES**

This Agreement made and entered into, effective January 1, 2019, by and among Southeastern Libraries Cooperating, a non-profit corporation as organized under Minnesota Statutes 317A, also designated as a regional public library system as recognized in Minnesota Statutes 134.20 (hereinafter referred to as “SELCO”), the County of Goodhue, State of Minnesota (hereinafter referred to as “County”), and the Library Boards as established under Minnesota Statutes 134.11 governing the Cannon Falls Library, Kenyon Public Library, Lake City Public Library, Van Horn Public Library-Pine Island, Red Wing Public Library, and the Zumbrota Public Library (hereinafter referred to as the “Libraries”), and further the Goodhue School (hereinafter referred to as the “School”).

**RECITALS:**

- A. The State of Minnesota requires the County, pursuant to the provisions of Minnesota Statutes 134.34 and 134.341, to participate in a regional public library system as assigned by the Minnesota Department of Education.
- B. SELCO is a regional public library system created pursuant to Minnesota Statutes and is designated to serve County.
- C. SELCO and the Libraries have the authority and responsibility to determine library services to be provided County’s residents, as per this Agreement.
- D. SELCO, the County, the Libraries, and the School wish to set forth their relative responsibilities in connection with their relationship under Minnesota Statutes. All parties shall provide employment and services to all people without discrimination and shall comply with all federal, state, and local laws, or ordinances, rules, regulations, and executive orders pertaining to unlawful discrimination on the basis of race, color, creed, religion, national origin, sex, sexual orientation, marital status, status with regard to public assistance, disability or age.
- E. The Board of Commissioners of County has the continuing authority and responsibility to determine how to distribute County property tax dollars, a portion of which is to pay for public library services.

**NOW, THEREFORE,** the parties hereto agree as follows:

- 1. County will participate in SELCO.
- 2. County will levy and collect funds on lands not otherwise taxed for library services for the support of library services in County in accordance with Minnesota Statutes 134.34.
- 3. The County agrees to provide funding at a level of \$502,999.00 for 2019. Said date and amount shall constitute the base for future calculations of County funding. The payment amount for subsequent years after 2019 shall be the previous year’s amount, automatically adjusted by the previous year’s annual average percentage change in the

CPI for Urban Wage Earners and Clerical Workers (CPI-W) Minneapolis-St. Paul, MN-WI as reported by the United States Department of Labor, Bureau of Labor Statistics.

For example:

$$2020 = \$502,999 + (\$502,999 \times 2018 \text{ CPI})$$

$$2020 = \text{County Payment Amount for Library Services} = 2019 \text{ amount} + 2018 \text{ CPI increase [the last year available for data]}$$

County participation in library funding shall be set for each year by the Goodhue County Board as part of their annual budget process during the preceding year. Libraries are invited to participate in the county budget process. Said payment may rise no more than four percent in any one year. Funding will not be reduced unless agreed to by the parties. Any amount in excess of a four percent annual increase in CPI will be considered in the following year budget discussions.

4. The County shall make semi-annual equal payments on or before May 30 and October 31.
5. SELCO, acting as fiscal agent and after receiving County payment as outlined in clause 3, will disperse funds to the Libraries pursuant to a separate agreement among the Libraries and SELCO.
6. The Libraries and SELCO shall provide library service to the residents of the County at no additional fee beyond those imposed on all library users. By way of illustration, these services may include:
  - a. Onsite use of all library materials, equipment and resources, including public access internet computers;
  - b. Onsite and remote access to licensed online electronic resources;
  - c. Checkout/circulation privileges for all circulating materials. These may include, such items as books, audio and video media, and magazines;
  - d. Walk-in privileges at Minnesota public libraries;
  - e. Interlibrary loan service, accessing items in the 11 county area, as well as, statewide access to MnLiNK;
  - f. Access to children's services including school visits, pre-school storytime and summer library programs;
  - g. Onsite reference service;
  - h. Ease of return - check out material from any library and return to any SELCO library;
  - i. Programs for various age groups; and
  - j. Commitment to cooperate with other community groups.
7. SELCO, the County, the Libraries, and the School agree to continue a project to provide alternative community library service in Goodhue (hereinafter referred to as the "Project").
  - a. Funding for the Project will come from the County's allocation for library service and be calculated by the same formula and paid by SELCO as agreed to by other participating libraries referenced in clause 5 herein.

- b. As directed by the Minnesota Department of Education, State Library, SELCO must act as fiscal agent for Project funds.
  - c. Expenses for curriculum-related materials, personnel, or services are not permitted.
  - d. Should the project cease prior to the termination of this Agreement, remaining funds will revert to the Libraries for distribution as outlined in clause 5.
  - e. The Goodhue Library Advisory Task Force, consisting of community residents and Project representatives, will continue its role to plan, publicize, provide management advice, and evaluate.
  - f. The School and the Goodhue Library Advisory Task Force will monitor the progress of the Project and determine measures of success sufficient to warrant continued use of school facilities and staff. After any quarterly data-reporting period, any of the Parties may request reconsideration of the Project and, after additional review, the Parties may negotiate to terminate the Project prior to the term of this Agreement.
8. SELCO shall collect necessary data from County and the Libraries and the Project to report to the County and the Minnesota Department of Education by July 1 of each year. The Commissioner of Education will certify to the County and the Libraries the minimum level of support required by Minnesota Statutes 134.34.
9. The Libraries agree to provide the County with annual operational data based on information gathered by the Minnesota Department of Education as referenced in Minnesota Statutes 134.13.
10. **Initial Term.** The initial term of this Agreement is to commence on the first day of January, 2019, for a term of five years, to expire at 11:59 p.m. on the last day of December, 2024, unless terminated earlier in accordance with Paragraph 11 of this Agreement.

**Extension of Initial Term.** After the initial term, this Agreement shall continue on a biannual (2 year) basis unless either Party provides notice in writing at least sixty (60) days before the expiration of this Agreement of its intention not to extend this Agreement. In the event neither Party gives notice of its intention not to extend this Agreement following the initial term or any extended two-year term, this Agreement shall automatically be extended, with all terms and conditions herein expressed, for an additional two year period unless amended or terminated by the Parties in accordance with this Agreement.

The parties agree to meet on a regular basis, at least semi-annually, to share information and to negotiate additional terms in good faith beginning a minimum of one (1) year prior to the termination date. The County shall convene, at least annually, one or more meetings of a Library Working Group comprised of library board representatives, county staff, and representatives of the Goodhue County Board to discuss library issues.

11. This Agreement may be terminated as follows:
- a. By mutual written consent of the Parties;
  - b. By written notice from SELCO to County if County is in material breach of this Agreement for thirty (30) days after written notice of such breach.



**Red Wing Public Library**

\_\_\_\_\_  
Library Board President

\_\_\_\_\_  
Date

**Zumbrota Public Library**

\_\_\_\_\_  
Library Board President

\_\_\_\_\_  
Date

**Goodhue Public School**

\_\_\_\_\_  
School Board President

\_\_\_\_\_  
Date

The following is a summary of the claims to be reviewed and approved at the May 15, 2018 board meeting:

01	General Fund	\$	506,690.70
03	Public Works	\$	102,738.37
11	Human Service Fund	\$	124,994.30
21	ISTS	\$	-
25	EDA	\$	1,681.87
30	Capital Improvement	\$	-
31	Capital Equipment	\$	-
34	Capital Equipment	\$	25,606.03
35	Debt Service	\$	-
40	County Ditch	\$	-
61	Waste Management	\$	26,935.57
62	Recycling Center	\$	-
63	HHW	\$	-
72	Other Agency	\$	11,094.00
81	Settlement	\$	24,849.00
	Totals	\$	824,589.84

GROSS PAYROLL (including Employer Related Tax Payments)

Period Ending	Paid Date	Amount
4/20/2018	5/3/2018	\$ 974,936.04



# Goodhue County

## WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>
11384	4239	Southeast Service Cooperative					
			10,192.00	Retirees,COBRA 5/2018	01-000-000-9001-2020	180402167780	0
			192,546.00	Health Ins 5/2018	01-000-000-9002-2020	180402167780	0
			32,530.00	Health Ins 5/2018	03-000-000-9002-2020	180402167780	0
			114,228.00	Health Ins 5/2018	11-000-000-9002-2020	180402167780	0
			4,291.00	Health Ins 5/2018	61-000-000-9002-2020	180402167780	0
Warrant #	11384	Total	353,787.00	Date 5/1/18			
		Final Total...	353,787.00	5	Transactions		

# Goodhue County



Warr # Vendor #

RECAP BY FUND

<u>FUND</u>	<u>AMOUNT</u>	<u>NAME</u>
1	202,738.00	County General Revenue
3	32,530.00	County Road and Bridge
11	114,228.00	Health & Human Service Fund
61	4,291.00	Waste Management Facilities
	353,787.00	TOTAL

tswanson  
05/01/2018

9:52AM

# Goodhue County

## WARRANT REGISTER



### Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>
11385	11506	Alerus Financial					
			19,718.02	5/3/18 Payroll-Co HSA Contr	01-000-000-2504-2005		0
			3,036.53	5/3/18 Payroll-Co HSA Contr	03-000-000-2504-2005		0
			10,027.32	5/3/18 Payroll-Co HSA Contr	11-000-000-2504-2005		0
			207.69	5/3/18 Payroll-Co HSA Contr	61-000-000-2504-2005		0
	Warrant #	11385	Total	32,989.56	Date 5/3/18		
		Final Total...	32,989.56	4	Transactions		

# Goodhue County



Warr # Vendor #

RECAP BY FUND

<u>FUND</u>	<u>AMOUNT</u>	<u>NAME</u>
1	19,718.02	County General Revenue
3	3,036.53	County Road and Bridge
11	10,027.32	Health & Human Service Fund
61	207.69	Waste Management Facilities
	32,989.56	TOTAL

# Goodhue County



<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>	<u>Tx</u>
			<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>	
11243	Advanced Disposal SW Midwest LLC	47.50	Garbage Zta	03-350-000-0000-6253	60002071736		N
	Warrant # 438313 Total...	47.50					
27106	American Solutions For Business	526.44	HHW SCHEDULE INSERTS	61-399-192-0000-6241	INV03463205		N
	Warrant # 438314 Total...	526.44					
3060	Bear's Overhead Doors	95.00	REMOTES-4 ADDED	61-398-000-0000-6305	14984		T
	Warrant # 438315 Total...	95.00					
2510	Binder Sandblasting	80.00	Sandblast tower panels 4/26	01-111-110-0000-6305	1793		N
	Warrant # 438316 Total...	80.00					
1116	Braun Intertec Corporation	1,788.75	Pvmt Consulting ICON	03-330-000-0000-6278	B126876		N
	Warrant # 438317 Total...	1,788.75					
1142	Cannon Valley Trail	6,557.02	0011-17-3C equip purchase	01-002-010-0000-6823	4589566		N
	Warrant # 438318 Total...	6,557.02					
2972	CDW Government Inc	5,888.58	Netmotion maint 5/18-5/19	01-201-000-0000-6268	mhz7125		N
	Warrant # 438319 Total...	5,888.58					
5641	Century Link (WA)	2.45	PRI DID 4/19-5/18/18	01-025-000-0000-6201	6513888588		N
5641		0.26	PRI 4/19-5/18/18	01-025-000-0000-6201	6513885061		N
5641		601.34	PRI DID 4/19-5/18/18	01-063-000-0000-6201	6513888588		N
5641		62.83	PRI 4/19-5/18/18	01-063-000-0000-6201	6513885061		N
5641		532.68	LEC addl lines 4/19-5/18/18	01-063-000-0000-6201	6513858564		N
5641		47.39	Phone:Sandhill twr 4/19-5/18/1	01-281-280-0000-6201	6513882865		N
5641		50.21	PRI DID 4/19-5/18/18	11-420-600-0010-6201	6513888588		N
5641		5.25	PRI 4/19-5/18/18	11-420-600-0010-6201	6513885061		N
5641		15.92	PRI DID 4/19-5/18/18	11-420-640-0010-6201	6513888588		N
5641		1.66	PRI 4/19-5/18/18	11-420-640-0010-6201	6513885061		N
5641		63.68	PRI DID 4/19-5/18/18	11-430-700-0010-6201	6513888588		N
5641		6.65	PRI 4/19-5/18/18	11-430-700-0010-6201	6513885061		N
5641		17.15	PRI DID 4/19-5/18/18	11-479-478-0000-6201	6513888588		N
5641		1.79	PRI 4/19-5/18/18	11-479-478-0000-6201	6513885061		N
5641		41.64	PRI DID 4/19-5/18/18	11-479-479-0000-6201	6513888588		N
5641		4.35	PRI 4/19-5/18/18	11-479-479-0000-6201	6513885061		N
	Warrant # 438320 Total...	1,455.25					
5660	Century Link (AZ)	2,640.00	Positron tech supt 11/17-11/18	01-209-000-0000-6268	100842588		N
5660		6,600.00	Positron subscrip 11/17-11/18	01-209-000-0000-6268	100842588		N

# Goodhue County

WARRANT REGISTER  
Auditor Warrants

Approved 05/04/2018  
Pay Date 05/04/2018



<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>	<u>Tx</u>
			<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>	
5660	Century Link (AZ)	9,516.13		Positron maint 11/17-11/18	01-209-000-0000-6301	100842490	N
	Warrant # 438321	Total...					
		18,756.13					
12025	Clean Harbors Environmental Svcs Inc.	6,553.09		Contain setup,delivery 4/2018	01-001-102-0000-6283	1002296686	N
	Warrant # 438322	Total...					
		6,553.09					
5050	Community And Economic Devel Assoc	1,681.87		Prof svc 4/2018	25-700-000-0000-6278		N
	Warrant # 438323	Total...					
		1,681.87					
3297	Computer Information	80,600.00		Mobl field report license 4/25	01-201-000-0000-6283	235890	N
	Warrant # 438324	Total...					
		80,600.00					
11511	Crescent Investigative Services	1,984.45		Bckgrd check 4/2018	01-061-000-0000-6290	18019	N
	Warrant # 438325	Total...					
		1,984.45					
8978	Docutech Consulting Inc	500.00		MN AST sftwr/srvr:Alcohol trng	01-255-250-0000-6850	18.0126	N
	Warrant # 438326	Total...					
		500.00					
1961	Glenn Klair Plumbing & Heating Inc.	641.96		Install Drinking Fountain	03-350-000-0000-6305	13736	N
1961		865.00		INSTALL RPLMT TOILETS (2)	61-398-000-0000-6305	13783	N
1961		800.00		INSTALL MIXING VALVE-EYE WASH	61-398-000-0000-6305	13784	N
	Warrant # 438327	Total...					
		2,306.96					
7334	Grainger Inc	228.00		HHW TRAFF CONES	61-399-000-0000-6418	9757633335	N
	Warrant # 438328	Total...					
		228.00					
11873	J and M Chainsaws	20.30		Chain/Files	03-340-000-0000-6563	462667	N
	Warrant # 438329	Total...					
		20.30					
1461	Kenyon Municipal Utilities	368.32		Elec Kenyon	03-350-000-0000-6251	121783	N
1461		51.83		Wtr/Swr-Kenyon	03-350-000-0000-6253	121783	N
	Warrant # 438330	Total...					
		420.15					
12840	Kniefel/Michael	65.00		Refund fee 4/2018	01-201-238-0000-6850		N
	Warrant # 438331	Total...					
		65.00					
7072	Lockridge Grindal Nauen	1,666.67		Fed Rel April	03-330-000-0000-6278	92389	N
	Warrant # 438332	Total...					
		1,666.67					
7919	Menards-Red Wing	119.52		Survey supplies 4/23/18	01-103-000-0000-6412	26860	N
7919		4.98		Survey supplies 4/25/18	01-103-000-0000-6412	26995	N

# Goodhue County



<u>Vendor #</u>	<u>Vendor Name</u>		<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>	<u>Tx</u>
	<u>Warrant #</u>	<u>Total...</u>		<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>	
	Warrant #	438333	Total...	124.50				
8522	Minnesota Energy Resources Corp		367.67	Gas-Zta Shop	03-350-000-0000-6252	5042540441		N
8522			303.16	Gas-Kenyon Shop	03-350-000-0000-6252	5042540442		N
	Warrant #	438334	Total...	670.83				
23	MN County IT Leadership Assn		250.00	2018 membership:JSmith	01-063-000-0000-6243			N
	Warrant #	438335	Total...	250.00				
837	Motorola Solutions Inc		37,603.68	2018 Network equip maint	01-201-000-0000-6301	8230153050		N
837			30.56	#1725 antenna 6/22/17	01-201-000-0000-6303	8280045788		N
837			30.56	#1728 antenna 6/22/17	01-201-000-0000-6303	8280045788		N
837			30.56	#1726 antenna 6/22/17	01-201-000-0000-6303	8280045788		N
837			342.00	Radio batteries 5/8/17	01-201-000-0000-6420	8280013240		N
837			595.20	2018 Consolette warranty	01-209-000-0000-6301	8230152747		N
837			13,305.72	2018 Dispatch console maint	01-209-000-0000-6301	8230153061		N
	Warrant #	438336	Total...	51,938.28				
3048	New Pig Corp		47.86	HHW SUPPLIES	61-399-000-0000-6418	2245169300		N
3048			672.63	HHW SUPPLIES	61-399-000-0000-6418	2245171400		N
3048			104.00	HHW SUPPLIES	61-399-000-0000-6418	2245171401		N
	Warrant #	438337	Total...	824.49				
7117	Northern Safety Co Inc		96.66	HHW SUPPLIES	61-399-000-0000-6418	902903989		N
7117			60.63	HHW SUPPLIES	61-399-000-0000-6418	902906111		N
	Warrant #	438338	Total...	157.29				
9516	NU-Telecom		84.89	Tele-CF	03-350-000-0000-6201	1182424		N
9516			54.95	DSL-CF	03-350-000-0000-6209	1182424		N
	Warrant #	438339	Total...	139.84				
44321	Olmsted County Public Health		1,082.40	Water test svcs Q118	01-127-129-0000-6285	17042		N
	Warrant #	438340	Total...	1,082.40				
44402	Olmsted County Sheriff		85.00	Subpoena svc:St v cady	01-091-000-0000-6277	18000925		N
	Warrant #	438341	Total...	85.00				
5136	Red Wing City-Public Works		467.53	Wtr/Swr/Garb	03-350-000-0000-6253	9948-000		N
5136			61.78	Wtr/Swr-Shared Bldg	03-350-000-0000-6253	9948-002		N
5136			16.84	Sprinkler	03-350-000-0000-6306	9949-000		N
5136			143.38	WTR/SWR/GARB	61-398-000-0000-6253	10040-000		N

# Goodhue County



<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>OBO#</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>	<u>Tx</u>
				<u>On-Behalf-of-Name</u>		<u>From Date</u>	<u>To Date</u>	
5136	Red Wing City-Public Works	985.84	RESIDUAL DISP		61-398-192-0000-6839	10040-000		N
	Warrant # 438342	Total...	1,675.37					
5166	Red Wing Public Library	50.00	Rm rental:Dom Abuse grp 3/18		01-255-000-0000-6358			N
	Warrant # 438343	Total...	50.00					
12545	Rivertown Multimedia	125.00	Tax abate:CRW 4/21/18		01-005-000-0000-6242	2618668		N
12545		112.50	Tax abate:Zta Vet 4/21/18		01-005-000-0000-6242	2618661		N
12545		112.50	Tax abate:Zta Sales 4/21/18		01-005-000-0000-6242	2618664		N
	Warrant # 438344	Total...	350.00					
7626	Runnings Supply Inc	11.99	Fitting-Brine Tank Cap		03-340-000-0000-6420	2913000		N
7626		23.92	Anti Freeze 50g		03-340-000-0000-6420	2913000		N
7626		38.36	Fitting-Brine Tank Cap		03-340-000-0000-6420	2913217		N
7626		12.78	Batteries-Shop		03-340-000-0000-6420	2913667		N
7626		34.96	Saw Blades		03-340-000-0000-6420	2919151		N
7626		47.95	Fitting-Brine Tank cap		03-340-000-0000-6562	2919094		N
7626		79.99	Battery 1302		03-340-000-0000-6563	2921718		N
7626		11.99	Tail Light 1604		03-340-000-0000-6563	2921718		N
7626		18.27	Wench Combo		03-340-000-0000-6569	2919094		N
	Warrant # 438345	Total...	280.21					
12793	The Network Guys, Inc.	2,200.00	CISCO IPS install/config 50%		01-063-000-0000-6278	4264		N
	Warrant # 438346	Total...	2,200.00					
2469	Toshiba Financial Services (L.A.)	203.02	Copier 5/2018		01-055-000-0000-6302	68291822		N
2469		79.46	Copies 3/2018		01-055-000-0000-6302	68291822		N
2469		244.85	Copier 5/2018		01-255-000-0000-6302	682986616		N
2469		294.22	Copier 5/2018		01-281-280-0000-6302	68291507		N
	Warrant # 438347	Total...	821.55					
9933	Tri-State Business Machines Inc	103.29	Copier 1/25-4/24/18		01-103-000-0000-6302	430953		N
9933		253.28	Copier 1/25-4/24/18		01-105-000-0000-6302	430953		N
9933		103.29	Copier 1/25-4/24/18		01-127-129-0000-6302	430953		N
	Warrant # 438348	Total...	459.86					
73383	Xcel Energy	2,649.78	Electric 4/2018		01-111-110-0000-6251	5156476998		N
73383		983.25	Gas 4/2018		01-111-110-0000-6252	5150574326		N
73383		8,953.99	Electric 4/2018		01-111-112-0000-6251	5143459081		N
73383		4,811.02	Gas 4/2018		01-111-112-0000-6252	5160612755		N
73383		1,735.11	Electric 4/2018		01-111-115-0000-6251	5162198585		N



# Goodhue County



<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>OBO#</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>	<u>Tx</u>
				<u>On-Behalf-of-Name</u>		<u>From Date</u>	<u>To Date</u>	
73383	Xcel Energy	381.70	Gas 4/2018		01-111-115-0000-6252	5162198585		N
73383		2,696.35	Electric 4/2018		01-111-116-0000-6251	5154533778		N
73383		25.10	St Lts #24		03-310-000-0000-6251	51104672901		N
73383		19.24	St Lts 2N		03-310-000-0000-6251	5157625991		N
73383		24.69	St Lts 2S		03-310-000-0000-6251	5160402524		N
73383		128.20	St Lts South Bench		03-310-000-0000-6251	5194709683		N
73383		350.70	Elec Zta		03-350-000-0000-6251	5163907713		N
73383		11.31	Elec Park Well		03-521-000-0000-6251	5152934882		N
73383		801.67	ELEC-RCY		61-398-192-0000-6251	5169848451		N
73383		52.77	ELEC-DROP SHED		61-398-192-0000-6251	5169848451		N
73383		1,050.46	GAS-RC		61-398-192-0000-6252	5169848451		N
	Warrant # 438349	Total...	24,675.34					
1919	Zumbrota Telephone Co	48.46	TELE 5671 ZTA		03-350-000-0000-6201	104516		N
1919		44.39	FAX 4046 ZTA		03-350-000-0000-6201	652291		N
1919		63.95	DSL 5671 ZTA		03-350-000-0000-6209	104516		N
	Warrant # 438350	Total...	156.80					
	Warrant Form WFXX	Total...	217,162.92	106 Transactions				

# Goodhue County



<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>	<u>Tx</u>
			<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>	
11027	GFI Cleaning Services	1,100.00		Cleaning Service April	03-330-000-0000-6305	1065	N
	Warrant # 25207	Total...	1,100.00				
1145	Hatch/Julie	200.00		Drug/Alcohol class facil 3/24	01-255-250-0000-6284		N
	Warrant # 25208	Total...	200.00				
1655	Jurgensen/Paul	75.00		Videorecording 4/3/18	01-005-000-0000-6284	04252018	N
1655		150.00		Videorecording 4/17/18	01-005-000-0000-6284	04252018	N
	Warrant # 25209	Total...	225.00				
35975	MCIT	110.00		Trng regs:CE 5/9-5/10/18	01-061-000-0000-6357		N
	Warrant # 25210	Total...	110.00				
503	Mjs Security Inc	2,610.00		Prof svc 4/16-4/28/18	01-063-000-0000-6278	1804301	N
	Warrant # 25211	Total...	2,610.00				
10876	Parallel Technologies Inc.	230.00		Trblsht Cloud Link:CB 4/19/18	01-111-000-0000-6371	58130	N
	Warrant # 25212	Total...	230.00				
50705	Red Wing Ace Hardware	7.18		Adhesive Strips	03-330-000-0000-6405	179582/1	N
50705		31.49		Multi-use Torch Kit	03-340-000-0000-6569	179873/1	N
50705		10.06		Paint Brush	03-350-000-0000-6305	179612/1	N
	Warrant # 25213	Total...	48.73				
8381	Zumbrota Water & Sewer Dept	64.48		WTR/SWR ZTA	03-350-000-0000-6253	8660	N
	Warrant # 25214	Total...	64.48				
	Warrant Form WFXX-ACH	Total...	4,588.21	11 Transactions			
		Final Total...	221,751.13	117 Transactions			

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<u>WARRANT RUN</u> <u>INFORMATION</u>	<u>WARRANT</u> <u>FORM</u>	<u>STARTING</u> <u>WARRANT NO.</u>	<u>ENDING</u> <u>WARRANT NO.</u>	<u>DATE OF</u> <u>PAYMENT</u>	<u>DATE OF</u> <u>APPROVAL</u>	<u>PPD</u> <u>COUNT</u>	<u>AMOUNT</u>	<u>CTX</u> <u>COUNT</u>	<u>AMOUNT</u>
38		217,162.92	WFXX	438313	438350	05/04/2018	05/04/2018		
8		4,588.21	WFXX-ACH	25207	25214	05/04/2018	05/04/2018	2	425.00
		221,751.13	TOTAL					6	4,163.21

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RECAP BY FUND

<u>FUND</u>	<u>AMOUNT</u>	<u>NAME</u>	<u>ACH AMOUNT</u>		<u>NON-ACH AMOUNT</u>	
1	205,179.01	County General Revenue	3,375.00		201,804.01	
3	8,151.61	County Road and Bridge	1,213.21		6,938.40	
11	208.30	Health & Human Service Fun	-		208.30	
25	1,681.87	Economic Development Auth	-		1,681.87	
61	6,530.34	Waste Management Facilities	-		6,530.34	
	221,751.13	TOTAL	4,588.21	TOTAL ACH	217,162.92	TOTAL NON-ACH

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6193	Advanced Correctional Healthcare	196.80	Credit:Dargiewicz 9/2017			01-207-000-0000-6272	74842			N
6193		572.00	Credit:Nurse hrs 3/2018			01-207-000-0000-6272	74897			N
6193		503.43	Pool/cap recon 12/2017			01-207-000-0000-6272	75566			N
6193		157.26	Pool/cap recon 9/2017			01-207-000-0000-6272	75566			N
6193		83.20	Pool/cap recon 10/2017			01-207-000-0000-6272	75566			N
6193		3,902.90	Contract difference 2/16-2/28			01-207-000-0000-6272	73674			N
6193		8,406.24	Contract difference 3/2018			01-207-000-0000-6272	73674			N
6193		33,840.74	Inmate medical 4/2018			01-207-000-0000-6272	73674			N
6193		13.76	Inmate RX:Winona 3/2018			01-207-000-0000-6272	74885			N
6193		3.04	Inmate RX:DOC 3/2018			01-207-000-0000-6272	75032			N
6193		505.58	Inmate RX:DOC 3/2018			01-207-000-0000-6272	74884			N
6193		17.70	Ted socks 4/2018			01-207-000-0000-6272	75552			N
6193		239.06	Pool/cpa:Tossie 12/6/16			01-207-000-0000-6272	75537			N
6193		17.60	Inmate RX:Martin 1/2018			01-207-000-0000-6272	74128			N
	Warrant # 438387	Total...	46,880.43							
11243	Advanced Disposal SW Midwest LLC	58.46	Garbage Zta			03-350-000-0000-6253	6658215			N
	Warrant # 438388	Total...	58.46							
10937	Ag Electrical Specialists of Racine	95.00	Alternator Rpr 1101			03-340-000-0000-6562	A38726			N
10937		305.00	Starter-39MT Stock			03-340-000-0000-6562	A38726			N
	Warrant # 438389	Total...	400.00							
1353	Ag Partners Coop	109.45	Washer Fluid RW			03-340-000-0000-6420	775056			N
1353		208.71	73.0G Dsl 1701			03-340-000-0000-6565	273627			N
1353		161.70	55.6g Dsl 0801			03-340-000-0000-6565	273647			N
1353		6,200.00	2500g Dsl CF			03-340-000-0000-6565	775179			N
1353		12,152.00	4900g Dsl RW			03-340-000-0000-6565	775179			N
1353		2,515.94	1018.6g Dsl Kenyon			03-340-000-0000-6565	817355			N
	Warrant # 438390	Total...	21,347.80							
4097	Alliance Bank (New Ulm)	1,607.00	43.210.0490 overpay			81-850-000-0000-2102	5100105124			N
	Warrant # 438391	Total...	1,607.00							
12044	American Tower Corporation	500.00	Frontenac tower rent 5/2018			01-201-000-0000-6342	405075351			N
	Warrant # 438392	Total...	500.00							
2687	ANCOM Technical Center	61.21	Repair Radio 1101			03-340-000-0000-6303	78545			N
	Warrant # 438393	Total...	61.21							

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9090	Auto Value - Red Wing	280.28	#1122 (2) batteries 4/23/18			01-201-000-0000-6303	134089494				N
9090		69.90	Flor Dri (10)			03-340-000-0000-6420	134087976				N
9090		18.44	Headlight Harness/Bulb			03-340-000-0000-6562	134087697				N
9090		97.93	Filters-Stock			03-340-000-0000-6562	134087976				N
9090		13.14	Marker Lamps -Stock			03-340-000-0000-6562	134088172				N
9090		1.31	Filters-8602 CR S/T			03-340-000-0000-6562	134088234				N
9090		20.35	Filters-8602			03-340-000-0000-6562	134088234				N
9090		39.44	Filter-8602			03-340-000-0000-6562	134088240				N
9090		137.57	Hydraulic Fittings-Stock			03-340-000-0000-6562	134088596				N
9090		36.00	Wire Hose-Protective Sleeve			03-340-000-0000-6562	134088597				N
9090		29.94	Hydraulic Fittings-Stock			03-340-000-0000-6562	134088996				N
9090		41.42	Filters-Stock			03-340-000-0000-6562	134089033				N
9090		37.13	Filters 0501			03-340-000-0000-6562	134089312				N
9090		0.62	Gasket-Oil Pan 0705			03-340-000-0000-6562	134089571				N
9090		95.11	Hub Assembly 0603			03-340-000-0000-6562	134089720				N
9090		7.42	Filter Return			03-340-000-0000-6562	134089722				N
9090		6.12	Cr S/T Hub Assembly 0603			03-340-000-0000-6562	134089742				N
9090		13.59	Filter 9702			03-340-000-0000-6563	134087562				N
	Warrant # 438394	Total...	916.01								
2615	Barbara Schneider Foundation	50.00	CIT trng 4/30-5/3/18:Novak			01-201-000-0000-6357	656				N
2615		50.00	CIT trng 4/30-5/3/18:Schwartz			01-201-000-0000-6357	656				N
	Warrant # 438395	Total...	100.00								
9329	Bevcomm	36.24	Pl office phone 5/2018			01-201-000-0000-6201	12117546				N
	Warrant # 438396	Total...	36.24								
2060	Cemstone Products Co	1,219.50	Conc Rpr Br L0521/CR44			03-310-000-0000-6508	C1882082				N
	Warrant # 438397	Total...	1,219.50								
10432	Compass Minerals America	6,177.09	98.33t Salt Zta			03-310-000-0000-6506	251971				N
10432		5,800.54	97.57T Salt RW			03-310-000-0000-6506	251971				N
10432		7,370.02	123.97T Salt RW			03-310-000-0000-6506	253860				N
10432		73.21	18202086 Deduct Mstr			03-310-000-0000-6506	253860				N
10432		1,486.25	25T Salt RW			03-310-000-0000-6506	256453				N
	Warrant # 438398	Total...	20,760.69								
5302	CORELOGIC	535.00	66.420.0110 overpay			81-850-000-0000-2102	E901				N
5302		200.00	55.416.0250 overpay			81-850-000-0000-2102	E901				N
5302		3,901.00	34.001.0107 overpay			81-850-000-0000-2102	E901				N

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5302	CORELOGIC	462.00	43.136.0440 overpay			81-850-000-0000-2102	E901			N
5302		437.00	55.020.1010 overpay			81-850-000-0000-2102	E901			N
5302		765.00	55.300.0491 overpay			81-850-000-0000-2102	E901			N
5302		2,549.00	55.435.0100 overpay			81-850-000-0000-2102	E901			N
5302		1,282.00	55.510.1020 overpay			81-850-000-0000-2102	E901			N
5302		921.00	55.580.0960 overpay			81-850-000-0000-2102	E901			N
5302		977.00	55.727.1210 overpay			81-850-000-0000-2102	E901			N
5302		4,388.00	55.490.0050 overpay			81-850-000-0000-2102	E901			N
5302		1,349.00	64.100.0740 overpay			81-850-000-0000-2102	E901			N
5302		1,354.00	72.340.0160 overpay			81-850-000-0000-2102	E901			N
5302		18.00	34.024.0900 overpay			81-850-000-0000-2102	E901			N
5302		168.00	42.003.1001 overpay			81-850-000-0000-2102	E901			N
5302		593.00	55.180.0210 overpay			81-850-000-0000-2102	E901			N
5302		293.00	55.266.0480 overpay			81-850-000-0000-2102	E901			N
5302		62.00	72.200.0130 overpay			81-850-000-0000-2102	E901			N
5302		18.00	72.240.0010 overpay			81-850-000-0000-2102	E901			N
	Warrant # 438399	Total...	20,272.00							
1207	Crysteel Truck Equipment	779.00	#7025 Tool box:HHW			34-399-000-0000-6669	LP184071			N
	Warrant # 438400	Total...	779.00							
8619	D & G Ace Cannon Falls	107.96	Shovels (4)			03-340-000-0000-6420	62512/2			N
	Warrant # 438401	Total...	107.96							
1226	Dakota Electric Assoc	35.64	St Lts #46			03-310-000-0000-6251	21366814			N
1226		211.20	St Lts #18			03-310-000-0000-6251	21366814			N
1226		15.15	StLts #19			03-310-000-0000-6251	21366814			N
1226		15.15	St Lts #7			03-310-000-0000-6251	21366814			N
1226		15.14	St Lts #31			03-310-000-0000-6251	21366814			N
	Warrant # 438402	Total...	292.28							
1814	Dept of Labor & Industry Financial Svcs	144.50	Bldg prmts:CF Q118			72-850-000-0000-2178				N
1814		97.00	Bldg prmts:Wmngo Q118			72-850-000-0000-2178				N
	Warrant # 438403	Total...	241.50							
1276	Erv's Supply Of Parts Inc	9.07	Misc Supplies			03-340-000-0000-6420	227969			N
1276		22.79	Misc Supplies			03-340-000-0000-6420	228157			N
1276		15.30	Wiper Blades 1401			03-340-000-0000-6562	227969			N
1276		15.30	Wiper Blades 0901			03-340-000-0000-6562	227969			N

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	Warrant # 438404	Total...	62.46			
12773	Fastenal Company	37.10	Safety Ear Plugs	03-310-000-0000-6417	MNRED134354	N
12773		55.52	Safety Glasses	03-310-000-0000-6417	MNRED134573	N
12773		11.50	Washers-Stock	03-340-000-0000-6420	MNRED134279	N
12773		47.80	Fasteners-Stoc,	03-340-000-0000-6420	MNRED134311	N
12773		76.92	Washers-Stock	03-340-000-0000-6420	MNRED134312	N
12773		59.66	Paint-Plows	03-340-000-0000-6420	MNRED134573	N
12773		27.51	Wing Bolts 1101	03-340-000-0000-6562	MNRED134431	N
12773		27.52	Wing Bolts 1301	03-340-000-0000-6562	MNRED134431	N
12773		20.94	Safety Chain 1508	03-340-000-0000-6563	MNRED134327	N
	Warrant # 438405	Total...	364.47			
8869	FleetPride	178.84	Wheel Seal/Brk Shoes	03-340-000-0000-6562	93846420	N
8869		324.00	#7025 shoring beam:HHW	34-399-000-0000-6669	93767	N
	Warrant # 438406	Total...	502.84			
12042	Galls LLC - DBA Uniforms Unlimited	39.99	Initl uniform:Blue 4/12/18	01-205-000-0000-6453	9710716	N
12042		22.70	Initl uniform:Blue 4/19/18	01-205-000-0000-6453	9755111	N
	Warrant # 438407	Total...	62.69			
8037	Gibson Sanitation LLC	37.30	Garb-CF	03-350-000-0000-6253	105631	N
8037		37.30	Garb-Kyn	03-350-000-0000-6253	108566	N
8037		250.74	Garb-Park	03-521-000-0000-6343	106468	N
	Warrant # 438408	Total...	325.34			
5234	HBC	199.00	Dedicated fiber 5/2018	01-201-000-0000-6340	81677	N
5234		42.74	Cable tv 5/2018	01-207-240-0000-6340	80387	N
5234		142.94	Cable tv 5/2018	01-281-280-0000-6340	80389	N
5234		50.13	Fire Alarm Lines	03-330-000-0000-6209	93976	N
5234		50.13	Fire Alarm Lines	61-398-000-0000-6209	81940	N
5234		100.00	Internet/Comm Rcy	61-398-000-0000-6209	81940	N
	Warrant # 438409	Total...	584.94			
10330	Hiway Federal Credit Union	1,889.00	52.102.0110 overpay	81-850-000-0000-2102	200219148	N
	Warrant # 438410	Total...	1,889.00			
2310	Huebsch Linen	1,246.44	Uniforms 2/5-4/30/18	01-111-000-0000-6307	4066624	N
2310		1,193.00	Mops,rugs 2/5-4/30/18	01-111-110-0000-6347	4055933	N
2310		169.48	Mops,rugs 2/5-4/30/18	01-111-112-0000-6347	4055933	N



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	<u>Warrant #</u>			<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>	
	Warrant #	438411	Total...	2,608.92				
3119	J.R.'s Appliance Disposal Inc		4,422.00	Lndf Disp Misc Elec	61-397-000-0000-6258	94700		N
	Warrant #	438412	Total...	4,422.00				
12848	Jacobson/Terry		699.00	44.008.1100etc overpay	81-850-000-0000-2102	92555761		N
	Warrant #	438413	Total...	699.00				
8633	JOBSHQ		138.80	Emp ad:Engineer tech 4/11-4/21	01-061-000-0000-6241	1973624		N
	Warrant #	438414	Total...	138.80				
10371	Keefe Supply		1,512.00	Earbuds 4/19/18	01-207-240-0000-6464	981910		N
	Warrant #	438415	Total...	1,512.00				
6411	Knobelsdorff Electric Inc		1,303.63	Str Lt Rpr #1	03-310-000-0000-6324	121002		N
	Warrant #	438416	Total...	1,303.63				
1493	Lakes Gas Co		154.65	LP- Apr	61-398-192-0000-6566	1461637		N
1493			231.44	LP- Apr	61-398-192-0000-6566	1461653		N
1493			129.05	LP- Apr	61-398-192-0000-6566	1461664		N
	Warrant #	438417	Total...	515.14				
7773	League Of Mn Cities		300.00	Emp ad:Engineer tech 3/21-4/18	01-061-000-0000-6241	271543		N
	Warrant #	438418	Total...	300.00				
5349	License Center		21.00	#1426 tabs 5/2018	01-201-000-0000-6309	588NPU		N
5349			21.00	#1427 tabs 5/2018	01-201-000-0000-6309	589NPU		N
	Warrant #	438419	Total...	42.00				
7584	Matthees Oil Inc		672.00	LP - CF	03-350-000-0000-6252	98931		N
7584			122.22	LP - Vasa	03-350-000-0000-6252	99026		N
	Warrant #	438420	Total...	794.22				
11192	MetLife Dental		29.34	Dental Ins:SMahn 5/2018	01-000-000-9001-2021			N
11192			96.35	Dental ins:GSchoener 5/2018	01-000-000-9001-2021			N
11192			29.34	Dental ins:MHolst 5/2018	01-000-000-9001-2021			N
11192			48.17	Dental ins:JThuman 5/2018	01-000-000-9001-2021			N
11192			48.17	Dental ins:MBanks 5/2018	01-000-000-9001-2021			N
11192			96.35	Dental ins:JBruemmer 5/2018	01-000-000-9001-2021			N
11192			48.17	Dental ins:RGlaser 5/2018	01-000-000-9001-2021			N
11192			96.35	Dental ins:RJohnson 5/2018	01-000-000-9001-2021			N
11192			29.34	Dental ins:BGLover 5/2018	01-000-000-9001-2021			N

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	Warrant # 438421	Total...	521.58			
5448	Mike's Auto Parts of CF-NAPA	10.99	Headlight Bulb 0003	03-340-000-0000-6562	165286	N
	Warrant # 438422	Total...	10.99			
12847	Millersberg Construction	55.40	80% refund:General flat fee	01-127-127-0000-5123		N
12847		1.00	Refund state surcharge	72-850-000-0000-2178		N
	Warrant # 438423	Total...	56.40			
6910	Minneapolis Finance Dept	204.00	2018 Pawn query	01-201-000-0000-6282	400413007118	N
	Warrant # 438424	Total...	204.00			
8543	Minnesota Supply Company	20,366.00	#7022 CAT forklift-RC	34-398-000-0000-6669	M21754	T
8543		3,960.00	#7025A Elec floor jack:HHW	34-399-000-0000-6669	M21903	N
	Warrant # 438425	Total...	24,326.00			
1821	Mn Dept Of Finance	1,461.00	Batt wmn/birth cert 4/2018	72-850-000-0000-2173		N
1821		7,192.50	State surcharge 4/2018	72-850-000-0000-2209		N
1821		928.00	Birth/death surcharge 4/2018	72-850-000-0000-2218		N
1821		1,270.00	Birth cert s/c 4/2018	72-850-000-0000-2218		N
	Warrant # 438426	Total...	10,851.50			
7376	Mn Mutual Life Ins	5.20	Life ins:GLee 5/2018	01-000-000-9001-2022		N
7376		5.20	Life ins:SMahn 5/2018	01-000-000-9001-2022		N
7376		5.20	Life ins:TMahoney 5/2018	01-000-000-9001-2022		N
7376		5.20	Life ins:Larendt 5/2018	01-000-000-9001-2022		N
7376		0.56	Dpndt life:Larendt 5/2018	01-000-000-9001-2022		N
7376		40.80	Vol life:JBruemmer 5/2018	01-000-000-9001-2022		N
7376		0.56	Dpndnt life:JBruemmer 5/2018	01-000-000-9001-2022		N
7376		5.20	Life ins:RJohnson 5/2018	01-000-000-9001-2022		N
	Warrant # 438427	Total...	67.92			
4948	Mn Sheriffs Assn	125.00	FTO corrections 6/28-29:Harvey	01-207-000-0000-6357	164550	N
4948		125.00	FTO corrections 6/28-29:Schmid	01-207-000-0000-6357	164570	N
4948		125.00	FTO corrections 6/28-29:Weidle	01-207-000-0000-6357	164430	N
	Warrant # 438428	Total...	375.00			
1618	Mn Transportation Alliance	525.00	Fly-In Reg 2018 - Isakson	03-330-000-0000-6357	05/03/18	N
1618		525.00	Fly-In Reg 2018 - Anderson	03-330-000-0000-6357	05/03/18	N
1618		525.00	Fly-In Reg 2018 - Robinson	03-330-000-0000-6357	05/03/18	N

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				<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>	
	Warrant # 438429	Total...	1,575.00					
9174	Neopost USA Inc.		216.00	Meter rental:Courts 6/18-8/18	01-001-000-0000-6345	55753657		N
	Warrant # 438430	Total...	216.00					
1946	Northern Safety Technology Inc		57.75	Endcap Kit 0602	03-340-000-0000-6562	45724		N
	Warrant # 438431	Total...	57.75					
11196	Northstar		347.12	Vital record base stock 4/30	01-101-000-0000-6401	2426412		N
	Warrant # 438432	Total...	347.12					
9516	NU-Telecom		170.68	Gdhu backup phone 5/2018	01-209-000-0000-6201	1192564		N
	Warrant # 438433	Total...	170.68					
7633	Nuss Truck and Equipment Group LLC		174.55	Rtn Gas Gauge 1101	03-340-000-0000-6562	CM1174844P		N
7633			174.55	Gas Gauge 1101	03-340-000-0000-6562	1174844P		N
7633			58.95	Speed Sensor 0801	03-340-000-0000-6562	1174867P		N
7633			46.27	Gas Gauge 1101	03-340-000-0000-6562	1174873P		N
7633			13.56	Cab Air Filter 0901	03-340-000-0000-6562	1174974P		N
	Warrant # 438434	Total...	118.78					
2864	Office Depot		23.97	White board 4/26/18	01-127-127-0000-6405	131537379001		N
2864			28.97	Markers,stamp pads 4/26/18	01-127-127-0000-6405	131537639001		N
2864			11.88	Paper,glue,pens etc 4/18	01-127-127-0000-6405	128139768001		N
2864			60.64	Report covers,envelopes 4/18	01-127-127-0000-6405	128139326001		N
2864			23.97	White board 4/26/18	01-127-128-0000-6405	131537379001		N
2864			28.97	Markers,stamp pads 4/26/18	01-127-128-0000-6405	131537639001		N
2864			11.89	Paper,glue,pens etc 4/18	01-127-128-0000-6405	128139768001		N
2864			60.63	Report covers,envelopes 4/18	01-127-128-0000-6405	128139326001		N
	Warrant # 438435	Total...	250.92					
5828	Olmsted County		395.60	HHW Disp-RW 5/07/18	61-399-192-0000-6838	HW050718		N
	Warrant # 438436	Total...	395.60					
7813	OSI Environmental		100.00	Oil Disposal 300g-Wng	61-397-000-0000-6839	2072006		N
7813			300.00	Filter Disposal-Wng	61-397-000-0000-6839	2072035		N
7813			100.00	Filter Disposal-Rcy	61-399-192-0000-6839	2071942		N
7813			100.00	Oil Disposal 500g-Rcy	61-399-192-0000-6839	2072005		N
7813			100.00	Filter Disposal-Rcy	61-399-192-0000-6839	2072034		N
7813			100.00	Oil Disposal 600g-Rcy	61-399-192-0000-6839	2071904		N

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				<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>	
	Warrant # 438437	Total...	800.00					
7675	Pakor Inc Nw8935		303.73	Passport media,folders 5/2/18	01-101-000-0000-6849	8029358		N
	Warrant # 438438	Total...	303.73					
9146	Precise MRM LLC		280.00	(8) GPS Data Svc Mar	03-310-000-0000-6270	1016770		N
	Warrant # 438439	Total...	280.00					
6199	Pump And Meter Service Inc		333.65	Rpr Pulsar Wires CF	03-350-000-0000-6304	92569		N
	Warrant # 438440	Total...	333.65					
11985	Rapiscan Systems Inc.		4,620.00	Xray scrng maint 4/18-3/19	01-201-000-0000-6301	3147687		N
	Warrant # 438441	Total...	4,620.00					
5136	Red Wing City-Public Works		35.77	Wash bay:Shrf shed 3/2018	01-201-000-0000-6253	11876.001		N
	Warrant # 438442	Total...	35.77					
235	Ringeisen Electric, LLC		171.00	Air Compr Rpr CF	03-350-000-0000-6305	10971-72		N
	Warrant # 438443	Total...	171.00					
6068	River Country Cooperative		174.00	60.02g Diesel 0701	03-340-000-0000-6565	294380		N
6068			119.01	41.05g Diesel 0801	03-340-000-0000-6565	294380		N
6068			115.96	40g Diesel 1201	03-340-000-0000-6565	294380		N
6068			171.04	59g Diesel 0801	03-340-000-0000-6565	294380		N
6068			75.38	26g Diesel 1201	03-340-000-0000-6565	294380		N
6068			52.99	20g Unld 0207	03-340-000-0000-6567	294380		N
6068			61.42	24g Unld 0207	03-340-000-0000-6567	294380		N
	Warrant # 438444	Total...	769.80					
3735	Rr Brink Locking System Inc		122.00	Keys made 4/11/18	01-207-000-0000-6305	040323		N
	Warrant # 438445	Total...	122.00					
5029	Short Elliot Hendrickson Inc		1,879.11	Monitor Wan Lndf	61-397-000-0000-6283	348492		N
	Warrant # 438446	Total...	1,879.11					
2234	Snap-On Industrial		173.46	Meter	03-340-000-0000-6569	ARV35781935		N
2234			48.06	Pivot Light	03-340-000-0000-6569	ARV35781935		N
2234			6.96	Socket Set (6)	03-340-000-0000-6569	ARV35921499		N
2234			89.70	Flex Ratchet	03-340-000-0000-6569	ARV35921499		N
2234			8.24	Socket Set (12)	03-340-000-0000-6569	ARV35921499		N
	Warrant # 438447	Total...	326.42					

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				<u>On-Behalf-of-Name</u>		<u>From Date</u>	<u>To Date</u>	
6450	Staples Advantage	114.09	Toner 4/13/18		01-101-000-0000-6402	3374926442		N
6450		139.99	Toner 4/13/18		01-101-000-0000-6402	3374926441		N
6450		6.44	Supplies 4/13/18		01-101-000-0000-6405	3374926442		N
6450		145.02	Copy paper 4/7/18		01-207-000-0000-6402	8049442358		N
	Warrant # 438448	Total...	405.54					
1213	Steberg/Glen	550.00	Landfill Lease 05/2018		61-397-000-0000-6342	May 2018		N
	Warrant # 438449	Total...	550.00					
6284	Steberg/Glen	960.00	Landfill Equip Apr		61-397-000-0000-6343	Apr-18		N
6284		3,080.00	Landfill Hrs Apr		61-397-000-0000-6349	Apr-18		N
	Warrant # 438450	Total...	4,040.00					
1831	Streichers Inc	515.00	9mm marking rounds 4/24/18		01-201-000-0000-6416	i1311446		N
1831		864.50	Ballistic vest:Hofschulte 4/26		01-201-000-0000-6480	i1311961		N
	Warrant # 438451	Total...	1,379.50					
2384	Terminal Supply Co	116.45	Electrical Supplies		03-340-000-0000-6420	22969-00		N
2384		21.54	Fittings for Stock		03-340-000-0000-6420	22969-00		N
2384		90.90	Drill Bits		03-340-000-0000-6569	22969-00		N
	Warrant # 438452	Total...	228.89					
12850	Thompson/Lisa	100.00	Refund fee 5/2018		01-201-238-0000-6850			N
	Warrant # 438453	Total...	100.00					
2469	Toshiba Financial Services (L.A.)	135.51	Copier 5/2018		01-201-000-0000-6302	90136754017		N
2469		17.09	Copies 3/2018		01-201-000-0000-6302	90136754017		N
2469		75.86	Copier:Partol 5/2018		01-201-000-0000-6302	90136821769		N
2469		216.93	Copier:Admin 5/2018		01-207-000-0000-6302	90136753990		N
2469		46.35	Copies:Admin 3/2018		01-207-000-0000-6302	90136753990		N
2469		238.36	Copier:Intake 5/2018		01-207-000-0000-6302	90136754033		N
2469		106.39	Copies:Intake 3/2018		01-207-000-0000-6302	90136754033		N
	Warrant # 438454	Total...	836.49					
9384	Triangle Automotive Machine Inc	430.00	DPF/DOC Clean 705		03-340-000-0000-6303	16436		N
	Warrant # 438455	Total...	430.00					
2846	Uline	177.03	#7025 Cargo net:HHW 4/13		34-399-000-0000-6669	93767746		N
	Warrant # 438456	Total...	177.03					
4231	UPS	10.93	Freight 4/18/18		01-201-000-0000-6205	58a87e178		N

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			<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>
	Warrant # 438457	Total...	10.93			
1876	Van Paper Company	93.91	Wypall Wipers	03-340-000-0000-6420	459450-00	N
1876		290.97	TP/Towels/Liners	03-350-000-0000-6420	459450-00	N
	Warrant # 438458	Total...	384.88			
3418	Verizon Wireless	91.28	Cell phone 4/5-5/4/18	01-031-000-0000-6202	9800667682	N
3418		210.06	Data cards 3/26-4/25/18	01-055-000-0000-6206	9806081315	N
3418		50.84	Cell phone 4/5-5/4/18	01-061-000-0000-6202	9800667682	N
3418		46.20	Cell phone 4/5-5/4/18	01-063-000-0000-6202	9800667682	N
3418		40.89	Cell phone 4/5-5/4/18	01-091-000-0000-6202	9800667682	N
3418		70.02	Cell phone 3/27-4/26/18	01-103-000-0000-6202	9800667682	N
3418		177.06	Cell phone 4/5-5/4/18	01-103-000-0000-6202	9800667682	N
3418		70.02	Data cards 3/26-4/25/18	01-103-000-0000-6206	9806081315	N
3418		419.48	Cell phone 4/5-5/4/18	01-111-000-0000-6202	9800667682	N
3418		60.84	Cell phone 4/5-5/4/18	01-121-000-0000-6202	9800667682	N
3418		111.68	Cell phone 4/5-5/4/18	01-127-127-0000-6202	9800667682	N
3418		50.84	Cell phone 4/5-5/4/18	01-127-128-0000-6202	9800667682	N
3418		46.20	Cell phone 4/5-5/4/18	01-127-129-0000-6202	9800667682	N
3418		1,706.15	Cell phone 4/5-5/4/18	01-201-000-0000-6202	9800667682	N
3418		36.20	Cell phone 4/5-5/4/18	01-201-000-0000-6202	9800667682	N
3418		1,426.42	Data cards 3/26-4/25/18	01-201-000-0000-6206	9806081315	N
3418		87.04	Cell phone 4/5-5/4/18	01-205-000-0000-6202	9800667682	N
3418		105.03	Data cards 3/26-4/25/18	01-205-000-0000-6206	9806081315	N
3418		224.97	Cell phone 4/5-5/4/18	01-207-000-0000-6202	9800667682	N
3418		203.36	Cell phone 4/5-5/4/18	01-210-000-0000-6202	9800667682	N
3418		365.04	Cell phone 4/5-5/4/18	01-255-000-0000-6202	9800667682	N
3418		46.20	Cell phone 4/5-5/4/18	01-281-280-0000-6202	9800667682	N
3418		26.02	Data cards 3/26-4/25/18	01-281-280-0000-6206	9806081315	N
3418		46.89	Cell phone 4/5-5/4/18	01-601-000-0000-6202	9800667682	N
3418		50.84	Cell phone 4/5-5/4/18	03-310-000-0000-6202	9800667682	N
3418		50.84	Cell phone 4/5-5/4/18	03-330-000-0000-6202	9800667682	N
3418		228.96	Cell phone 4/5-5/4/18	11-420-600-0010-6202	9800667682	N
3418		183.12	Cell phone 4/5-5/4/18	11-430-700-0010-6202	9800667682	N
3418		46.20	Cell phone 4/5-5/4/18	11-466-462-0000-6202	9800667682	N
3418		72.40	PEER Cell phone 4/5-5/4/18	11-466-462-0000-6202	9800667682	N
	Warrant # 438459	Total...	6,351.09			
2681	Wells Fargo Real Estate Tax Services	382.00	55.557.0040 overpay	81-850-000-0000-2102		N

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	<u>Warrant #</u>			<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>	
	Warrant #	438460	Total...	382.00				
11465	Wells Fargo Vendor Fin Serv		44.17	Copier:Health unit 5/2018	01-207-000-0000-6302	90136518171		N
11465			15.67	Copies:Health unit 3/2018	01-207-000-0000-6302	90136518171		N
	Warrant #	438461	Total...	59.84				
2172	Wylie Wilson Trucking Inc		276.94	Freight-Rcy Alum	61-398-192-0000-6205	1003946		N
	Warrant #	438462	Total...	276.94				
11965	Zemke Trucking LLC		2,407.72	Landfill Disp - Apr	61-397-000-0000-6839	1140		N
	Warrant #	438463	Total...	2,407.72				
	Warrant Form	WFXX	Total...	198,915.10	261 Transactions			

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			<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>	
12563	Forum Communications Co.	144.90	#5601383 HHW-RW	61-399-192-0000-6241	Acct 254178		N
	Warrant # 25227	Total...	144.90				
22150	Grimsrud Publishing Co	54.90	Emp ad:Engineering tech 4/18	01-061-000-0000-6241			N
	Warrant # 25228	Total...	54.90				
3124	Kwik Trip Inc	236.43	Fuel 4/2018	01-103-000-0000-6567	278333		N
3124		18.00	Maint 4/2018	01-127-127-0000-6303	278333		N
3124		276.37	Fuel 4/2018	01-127-127-0000-6567	278333		N
3124		63.70	Fuel 4/2018	01-127-129-0000-6567	278333		N
3124		30.60	Maint 4/2018	01-130-000-0000-6303	278333		N
3124		1,823.65	Fuel 4/2018	01-130-000-0000-6567	278333		N
3124		6,135.44	Diesel 4/2018	03-340-000-0000-6565	278333		N
3124		133.23	Fuel 4/2018	03-340-000-0000-6567	278333		N
	Warrant # 25229	Total...	8,717.42				
5570	L & L Street Rod and Sports Truck	137.50	#1724 install gun mt,wire 5/1	01-201-000-0000-6303	2402		N
	Warrant # 25230	Total...	137.50				
44	Marco Technologies LLC	658.77	HP printer support 4/27-5/26/1	01-063-000-0000-6302	5197367		N
44		41.94	Copier 5/2018	01-101-000-0000-6302	5211339		N
	Warrant # 25231	Total...	700.71				
35975	MCIT	153.00	Add:K9 Halo 5/2/18	01-001-000-0000-6351	1945		N
35975		93.00	Add:CEQ John Deere 5/3/18	01-001-000-0000-6351	1946		N
35975		261.00	Add:Misc dive team 5/3/18	01-001-000-0000-6351	1948		N
	Warrant # 25232	Total...	507.00				
5857	Ohio Calibration Laboratories	196.00	Repl radar display 4/25/18	01-201-000-0000-6304	246377675		N
	Warrant # 25233	Total...	196.00				
5019	P Hanson Marketing	325.00	HHW Schedule	61-399-000-0000-6241	300913		N
	Warrant # 25234	Total...	325.00				
1727	Red Wing City-Finance	7.62	Evidence postage 1/24-4/12/18	01-201-000-0000-6203	34640		N
	Warrant # 25235	Total...	7.62				
10907	RTG Consulting Inc.	750.00	Zon database develop 4/2	01-101-103-0000-6284	1122		N
	Warrant # 25236	Total...	750.00				
5931	Securus Technologies	2,793.00	Pre paid phone cards 4/5/18	01-207-240-0000-6201	0000934		N



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			<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>	
5931	Securus Technologies	2,793.00	Pre paid phone cards 4/23/18	01-207-240-0000-6201	00010066		N
	Warrant # 25237	Total...					
		5,586.00					
382	Usset, Weingarden & Liebo, PLLP	20.00	Refund civil overpay 18.560	01-201-000-0000-5465			N
	Warrant # 25238	Total...					
		20.00					
	Warrant Form WFXX-ACH	Total...		23 Transactions			
		17,147.05					
	Final Total...	216,062.15		284 Transactions			

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<u>WARRANT RUN</u> <u>INFORMATION</u>	<u>WARRANT</u> <u>FORM</u>	<u>STARTING</u> <u>WARRANT NO.</u>	<u>ENDING</u> <u>WARRANT NO.</u>	<u>DATE OF</u> <u>PAYMENT</u>	<u>DATE OF</u> <u>APPROVAL</u>	<u>PPD</u> <u>COUNT</u>	<u>AMOUNT</u>	<u>CTX</u> <u>COUNT</u>	<u>AMOUNT</u>
77	WFXX	438387	438463	05/11/2018	05/11/2018				
12	WFXX-ACH	25227	25238	05/11/2018	05/11/2018	0		12	17,147.05
	TOTAL						216,062.15		

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## RECAP BY FUND

<u>FUND</u>	<u>AMOUNT</u>	<u>NAME</u>	<u>ACH AMOUNT</u>	<u>NON-ACH AMOUNT</u>
1	79,055.67	County General Revenue	10,408.48	68,647.19
3	59,020.23	County Road and Bridge	6,268.67	52,751.56
11	530.68	Health & Human Service Fun	-	530.68
34	25,606.03	Capital Plan	-	25,606.03
61	15,906.54	Waste Management Facilities	469.90	15,436.64
72	11,094.00	Other Agency Funds	-	11,094.00
81	24,849.00	Settlement Fund	-	24,849.00
	216,062.15	TOTAL	17,147.05	198,915.10
			TOTAL ACH	TOTAL NON-ACH