



# GOODHUE COUNTY MINNESOTA

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

## BOARD OF COMMISSIONERS AGENDA

**COUNTY BOARD ROOM  
GOVERNMENT CENTER, RED WING**

**APRIL 16, 2019**

**7:30 A.M. CLOSED SESSION- EMPLOYEE UNION CONTRACT NEGOTIATIONS**

**9:00 A.M. REGULAR BOARD MEETING**

### **PLEDGE OF ALLEGIANCE**

#### **Disclosures of Interest**

**Review and Approve the Previous Board Meeting Minutes.**

Documents:

[April 2, 2019.pdf](#)

**Review and approve the county board agenda**

**Review and approve the following items on the consent agenda:**

1. Approve the Bingo Permit Application for Dawnbreakers Kiwanis Red Wing on 8/5-8/10/19 and 8/2-8/3/19.

Documents:

[Bingo permit application.pdf](#)

2. Approve the sale of forfeiture vehicle via Public Surplus Auction - 2001 Ford Taurus.
3. Approve the sale of forfeiture vehicle via Public Surplus Auction - 2007 Pontiac Vibe.
4. Approve the sale of motorpool vehicle via Public Surplus Auction - 2015 Chevrolet Equinox.

### **REGULAR AGENDA**

#### **Soil and Water Conservation District**

1. Cannon River Watershed Joint Powers Agreement.

Documents:

[Cannon River Watershed JPA.pdf](#)

**Finance Director's Report**

1. First Quarter Budget Report

Documents:

[1st Quarter Report 2019 PDF.pdf](#)

2. Financial Policy Review

Documents:

[Financial Policy Review.pdf](#)

**Public Works Director's Report**

1. Municipal CSAH Construction Balance.

Documents:

[Municipal CSAH Construction Balance.pdf](#)

2. Updated Five Year County Highway Construction Program.

Documents:

[Update County Hwy Constr Program.pdf](#)

3. Updated Financial Assurance.

Documents:

[Updated Financial Assurance.pdf](#)

**Sheriff's Reports**

1. Communications Captain Position Update

Documents:

[Communications Captain Update.pdf](#)

**For Your Information**

1. Staffing Report.

Documents:

[Dec - Mar Staffing Report.pdf](#)

2. Project Status Report.

Documents:

[Project Status Report 16Apr19.pdf](#)

**Commissioner Correspondence**

1. Role of Board versus Role of Staff- C/Nesseth

Documents:

[HF 1780 Binder.pdf](#)

**County Board Committee Reports**

**New and Old Business**

**Review & Approve County Claims**

Documents:

**ADJOURN**

**BOARD OF COMMISSIONERS' PROCEEDINGS, GOODHUE COUNTY, MN  
APRIL 2, 2019**

The Goodhue County Board of Commissioners met on Tuesday, April 2, 2019, at 5:00 p.m. in the County Board Room, Government Center, Red Wing, MN with Commissioners Anderson, Majerus, Nesseth, C/Drotos and Safe were all present.

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

<sup>1</sup> Moved by C/Majerus, seconded by C/Drotos, and carried to approve the March 19, 2019, County Board Minutes.

<sup>2</sup> Moved by C/Majerus, seconded by C/Drotos, and carried to approve the April 2, 2019, County Board agenda as amended:

Items #2 and #3 under Land Use Mgmt. Director Report – Applications have been withdrawn.

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

1. Approve Out of State Travel.
2. Approve Sale of Surplus Computer Equipment.
3. Approve Authorization to Set Bid Date for Cannon Valley Trail Bridge Project.
4. Approve the Land Use Management Travel Training Request.

**PUBLIC WORKS DIRECTOR'S REPORT**

**AMC Transportation Funding Resolution.** Staff recommended the board approve and submit to AMC the proposed resolution requesting the State Legislature increase funding for the Highway User Tax Distribution Fund.

<sup>4</sup> Moved by C/Majerus, seconded by C/Drotos, and carried to approve and submit to AMC the following resolution requesting the State Legislature increase funding for the Highway User Tax Distribution Fund:

WHEREAS Minnesota Counties maintain 30,742 miles of County State Aid Highway (CSAH) roads and 14,141 miles of county roads, totaling over 30% of the state's roadways; and

WHEREAS the total annual need is near \$1billion annually over the next 25 years just to maintain the current CSAH and county road system, not including expansion; and

WHEREAS the annual funding gap for counties has resulted in deferring basic maintenance, delaying expansion projects with resulting safety concerns, mounting congestion, and missed economic growth for businesses and commuters; and

WHEREAS a comprehensive and sustainable transportation solution should include robust funding for roads, bridges, and transit, and address the varying needs in different parts of the state; and

WHEREAS increased funding for Minnesota's Highway User Tax Distribution Fund would provide additional, stable funds for MnDOT, all 87 counties, all cities with a population of 5,000 or more, and townships across the state;

NOW THEREFORE BE IT RESOLVED that the Goodhue County Board of Commissioners encourages the Minnesota Legislature to pass and the Governor to sign a bill that brings adequate funding to Minnesota's statewide transportation system.

**HUMAN RESOURCE DIRECTOR'S REPORT**

**April 2, 2019 Personnel Committee Report.** The Personnel Committee met on Tuesday, April 2, 2019, prior to the board meeting with the following items on the agenda:

*Summer student and intern pay increase.* The Personnel Committee recommended that the Board be more consistent with others around us and did agree with the plan. Everyone would start at \$13.00 this year, \$13.50 for year two, \$14.00 for year three.

**BOARD OF COMMISSIONERS' PROCEEDINGS, GOODHUE COUNTY, MN  
APRIL 2, 2019**

C/Nesseth felt this would drive up the wages for local businesses and was not in favor of an increase. Ms. Cushing noted that she researched other local businesses in the area and the \$13/hr starting was in line with what they paid.

<sup>5</sup> Moved by C/Drotos, seconded by C/Safe, and carried (4-1-0) with C/Nesseth dissenting to approve the increase to the summer students and intern pay to \$13 for year one, \$13.50 for year two, \$14.00 for year three of returning students.

*Zoning Assistant/Permit Technician Replacement.* Staff recommended to backfill the Zoning Assistant/Permit Technician (ZA/PT) position that was vacated when Ms. Pierret took the open Zoning Assistant position and replace it with a Permit Technician position. This position also assists the City of Cannon Falls Zoning and the county bills them accordingly.

<sup>6</sup> Moved by C/Drotos, seconded by C/Safe, and carried (4-1-0) with C/Nesseth dissenting to approve to backfill the Zoning Assistant/Permit Technician (ZA/PT) position that was vacated when Ms. Pierret took the open Zoning Assistant position and replace it with a Permit Technician position. This would be a full time position replacing a half time position due to personnel contract with the City of Cannon Falls.

*Request to hire a Communications Captain.* Ms. Cushing noted that there was a discussion at the personnel committee and tabled until the next meeting to get additional information.

**LAND USE MANAGEMENT DIRECTOR'S REPORT**

**Solar Energy Systems Discussion.** At the March 19, 2019 County Board meeting, the topic of placing a moratorium on solar projects within the County was raised. This topic was generated from the Planning Advisory Commission (PAC) the night before. At this time, staff does not see a need to initiate a moratorium on solar projects. With the workshop scheduled, we believe it is in everyone's interest to listen to the presentations and get more information on the process. If a moratorium is enacted, we will need to follow the statute (MS 394.34 Interim Zoning).

**FOR YOUR INFORMATION**

**Solid Waste Hauler Delivery Agreements.** Barney stated that he met with two haulers and asked for an addendum for the wait times in the hauler agreement. The City of Red Wing states that nobody in the industry has anything like that. Haulers are concerned that time is money. Mr. Isakson commented that if the county chose to add that language, then City could add that the hauler would need to be there at scheduled times. Drafts were sent out to all haulers looking for feedback.

**COMMITTEE REPORTS:**

C/Drotos	<ul style="list-style-type: none"> <li>• Vietnam Veteran Day – well attended.</li> </ul>
C/Nesseth	<ul style="list-style-type: none"> <li>•</li> </ul>
C/Anderson	<ul style="list-style-type: none"> <li>• Hiawatha Valley Mental Health open house – cards distributed. May 16<sup>th</sup> CEDA Annual Meeting- Round Barn in Red Wing.</li> </ul>
C/Majerus	<ul style="list-style-type: none"> <li>•</li> </ul>
C/Safe	<ul style="list-style-type: none"> <li>•</li> </ul>
Administrator Arneson	<ul style="list-style-type: none"> <li>•</li> </ul>

**New and Old Business**

C/Nesseth distributed a spreadsheet on tipping fees. His concern was with how the residents will be treated in his commissioner district and thought that it was unfair. He suggested staff investigate how we can recoup the solid waste tax. He questioned if the City of Hastings was getting a better deal than county residents? Also suggested an equalization fund to equalize it for everyone in the County. C/Anderson commented that it has never been equal.

Mr. Isakson would be contacting the City of Red Wing and would schedule the solid waste committee 2-3 weeks out for a meeting.

**BOARD OF COMMISSIONERS' PROCEEDINGS, GOODHUE COUNTY, MN**  
**APRIL 2, 2019**

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**Review and Approve the County Claims**

- 7 Moved by C/Nesseth, seconded by C/Majerus, and carried to approve to pay the County claims in the amount of 01-General Revenue \$2,140,343.28, 03-Public Works \$24,305.15, 11- Human Service Fund \$23,655.41, 21-ISTS \$00, 25- EDA \$00, 30-Capital Improvement \$00, 31-Capital Equipment \$00, 34-Capital Equipment \$66,781.14, 35-Debt Services \$00, 40-County Ditch \$00, 61-Waste Management \$9,224.75, 62-Recycling Center \$00, 63-HHW \$00, 72-Other Agency Funds \$71,914.68, 81-Settlement \$1,178.96, in the total amount of \$2,337,403.37.
- 8 Moved by C/Drotos, seconded by C/Majerus, and carried to approve to adjourn the April 2, 2019, County Board Meeting.

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SCOTT O. ARNESON  
COUNTY ADMINISTRATOR

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BRAD ANDERSON, CHAIRMAN  
BOARD OF COUNTY COMMISSIONERS

MINUTE

1. Approved the March 19, 2019 County Board Meeting Minutes. (Motion carried 5-0)
2. Approved the April 2, 2019 County Board Meeting Agenda. (Motion carried 5-0)
3. Approved the Consent Agenda. (Motion carried 5-0)
4. Approved Transportation Funding Resolution. (Motion carried 5-0)
5. Approved Summer Intern Salary. (Motion carried 4-1)
6. Approved Zoning/Permit Technician replacement. (Motion carried 4-1)
7. Approved the County Claims. (Motion carried 5-0)
8. Approved to adjourn the April 2, 2019 County Board Meeting. (Motion carried 5-0)

LG240B Application to Conduct Excluded Bingo

No Fee

ORGANIZATION INFORMATION

Organization Name: Dawnbreakers Kiwanis Red Wing
Previous Gambling Permit Number:
Minnesota Tax ID Number, if any: 21227576
Federal Employer ID Number (FEIN), if any:
Mailing Address: 624 Pine Street
City: Red Wing State: MN Zip: 55066 County: Goodhue
Name of Chief Executive Officer (CEO): Grady Nelson
CEO Daytime Phone: 651.385.5133 CEO Email: grady.nelson@ci.red-wing.mn.us
Email permit to (if other than the CEO):

NONPROFIT STATUS

Type of Nonprofit Organization (check one):
[checked] Fraternal [ ] Religious [ ] Veterans [ ] Other Nonprofit Organization

Attach a copy of at least one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)
[ ] Current calendar year Certificate of Good Standing
[ ] Internal Revenue Service-IRS income tax exemption 501(c) letter in your organization's name
[checked] Internal Revenue Service-Affiliate of national, statewide, or international parent nonprofit organization (charter)

EXCLUDED BINGO ACTIVITY

Has your organization held a bingo event in the current calendar year? [ ] Yes [checked] No
If yes, list the dates when bingo was conducted:
The proposed bingo event will be:
[ ] one of four or fewer bingo events held this year. Dates:
[checked] conducted on up to 12 consecutive days in connection with a:
[checked] county fair Dates: August 5-10, 2019
[checked] civic celebration Dates: August 2&3, 2019
[ ] Minnesota State Fair Dates:
Person in charge of bingo event: Kay Kuhlmann Daytime Phone: 651.385.3612
Name of premises where bingo will be conducted: Goodhue County Fairgrounds in and Bay Point Park in Red Wing
Premises street address: 44279 Cty Rd, 6 Blvd in Zumbrota, MN and Bay Point Park on Levee Road in Red Wing
City: Zumbrota (Fair) RW (civic) If township, township name: County: Goodhue County

**LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)**

<p style="text-align: center;"><b>CITY APPROVAL for a gambling premises located within city limits</b></p> <p>On behalf of the city, I approve this application for excluded bingo activity at the premises located within the city's jurisdiction.</p> <p>Print City Name: <u>Red Wing</u></p> <p>Signature of City Personnel: <u>Arik Swanson</u></p> <p>Title: <u>City Clerk</u> Date: <u>4-9-2019</u></p> <div style="border: 1px solid black; padding: 5px; text-align: center; margin-top: 10px;"> <p><b>The city or county must sign before submitting application to the Gambling Control Board.</b></p> </div>	<p style="text-align: center;"><b>COUNTY APPROVAL for a gambling premises located in a township</b></p> <p>On behalf of the county, I approve this application for excluded bingo activity at the premises located within the county's jurisdiction.</p> <p>Print County Name: _____</p> <p>Signature of County Personnel: _____</p> <p>Title: _____ Date: _____</p> <p><b>TOWNSHIP (if required by the county)</b> On behalf of the township, I acknowledge that the organization is applying for excluded bingo activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes, Section 349.213.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date: _____</p>
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**CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)**

The information provided in this application is complete and accurate to the best of my knowledge.

Chief Executive Officer's Signature: Gradon Nelson Date: 4/9/19  
(Signature must be CEO's signature; designee may not sign)

Print Name: Gradon Nelson

**MAIL OR FAX APPLICATION & ATTACHMENTS**

<p>Mail or fax application and a copy of your proof of nonprofit status to:</p> <p style="padding-left: 20px;">Minnesota Gambling Control Board 1711 West County Road B, Suite 300 South Roseville, MN 55113 Fax: 651-639-4032</p> <p>An excluded bingo permit will be mailed to your organization. Your organization must keep its bingo records for 3-1/2 years.</p> <p><b>Questions?</b> Call a Licensing Specialist at 651-539-1900.</p>	<p>Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. Otherwise, bingo hard cards, bingo paper, and bingo number selection devices must be obtained from a distributor licensed by the Minnesota Gambling Control Board. To find a licensed distributor, go to <a href="http://www.mn.gov/gcb">www.mn.gov/gcb</a> and click on <b>Distributors</b> under the <b>LIST OF LICENSEES</b> tab, or call 651-539-1900.</p> <p style="text-align: center;">This form will be made available in alternative format (i.e. large print, braille) upon request.</p>
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Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.



# Kiwanis International

3636 Woodview Tower International, 1st Floor, USA • [kiwanis@kiwanis.org](mailto:kiwanis@kiwanis.org)  
Worldwide: 1-817-473-8233 • USA and Canada: 1-800-367-8233 • Fax: 1-817-473-0234

November 21, 2008

To Whom It May Concern:

Please consider this your official notification that the

Kiwanis Club of Red Wine County, Missouri (K08008)

Red Wine, Missouri

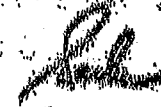
is a club in good standing with Kiwanis International.

Kiwanis International qualifies as a not-for-profit organization under Internal Revenue Code, Section 501(c)(7), and has been in existence for 90 years.

In addition, the aforementioned club also qualifies under private exemption number 0120. Attached is a copy of the grant exemption letter from the Internal Revenue Service.

If further information is needed, please do not hesitate to contact me.

Sincerely,



William W. Parker, CPA  
Controller  
Finance Department

WWP/jhc

P.S. For your information, the Federal Tax Identification Number for the above club is 41-1349226.

Kiwanis is a global organization of volunteers dedicated to



changing the world one child and one community at a time.

Address any reply to:

P.O. Box 107, Springfield, Pa. 17080  
Department of the Internal Revenue Service

**GROUP EXEMPTION LETTERS**  
Section 501 (c) (3)  
of the Internal Revenue Code

Internal Revenue  
Service Center

1100 Independence Boulevard

Springfield, Pa. 17080

November 22, 1977

Robert W. Kavanagh  
Kavanagh Insurance Co.  
100 E. Lake St.  
Chicago, Ill. 60611

Employer Identification Number: 30-1847811  
Postal Code: 17080  
Date: November 20, 1977

Thank you for sending the annual supplemental information concerning your subor-  
dinate organizations.

Based on the information you submitted, we have changed our records to reflect any  
additions, deletions, and name or address changes to the roster of subordinates included  
in your group exemption letter.

If your group exemption letter recognizes the exemption of your subordinates in-  
cluded under section 501 (c) (3) of the Internal Revenue Code, any new subordinates in-  
cluded have been classified on our records as organizations that are not private founda-  
tions as defined in section 501 (c) of the Code, based on the notification you submitted.

Within 45 days after the close of your next annual submitting period, please send  
the following information to the Philadelphia Service Center, 1100 Independence Boulevard,  
Philadelphia, Pennsylvania, 19138, Attention: WCR Benson

1. A statement describing any changes during the year in the purposes,  
character, or method of operation of your subordinates.
2. Lists of the names, mailing address -- including Postal ZIP Codes,  
and employer identification numbers of subordinates that during  
the year:
  - a. changed names or addresses;
  - b. were deleted from your roster;
  - c. were added to your roster;
3. For subordinates to be added, attach:
  - a. a statement indicating that your status has not changed from  
that shown on the group exemption letter you received.

(Over)

FORM 990-SS (REV. 5/77)

**JOINT POWERS AGREEMENT  
FOR CANNON RIVER WATERSHED**

This Joint Powers Agreement (Agreement) is entered into between the following parties (sometimes referred to as members):

The Counties of Dakota, Goodhue, Le Sueur, Rice, Steele and Waseca (Counties), by and through their respective County Board of Commissioners, and the Dakota, Goodhue, Le Sueur, Rice, Steele and Waseca Soil and Water Conservation Districts (SWCDs), by and through their respective Soil and Water Conservation District Board of Supervisors, and the Belle Creek Watershed District (WD) and the North Cannon River Watershed Management Organization (WMO) by and through their Board of Managers

WHEREAS, Minnesota Statutes § 471.59 authorizes local governmental units to jointly or cooperatively exercise any power common to the contracting parties; and

WHEREAS, the Counties of this Agreement are political subdivisions of the State of Minnesota, with authority to carry out environmental programs and land use controls, pursuant to Minnesota Statutes Chapter 375 and as otherwise provided by law; and

WHEREAS, the Soil and Water Conservation Districts (SWCDs) of this Agreement are political subdivisions of the State of Minnesota, with statutory authority to carry out erosion control and other soil and water conservation programs, pursuant to Minnesota Statutes Chapter 103C and as otherwise provided by law; and

WHEREAS, the Watershed Management Organizations and Watershed Districts of this Agreement are political subdivisions of the State of Minnesota, with statutory authority to carry out conservation of the natural resources of the state by land use controls, flood control, and other conservation projects for the protection of the public health and welfare and the provident use of the natural resources, pursuant to Minnesota Statutes Chapters 103B, 103D and as otherwise provided by law; and

WHEREAS, the parties to this Agreement have a common interest and statutory authority to prepare, adopt, and assure implementation of a comprehensive watershed management plan in the Cannon River Watershed Planning Area to conserve soil and water resources through the implementation of practices, programs, and regulatory controls that effectively control or prevent erosion, sedimentation, siltation and related pollution in order to preserve natural resources, ensure continued soil productivity, protect water quality, reduce damages caused by floods, preserve wildlife, protect the tax base, and protect public lands and waters; and

WHEREAS, with matters that relate to coordination of water management authorities pursuant to Minnesota Statute Chapters 103B, 103C, and 103D and with public drainage systems pursuant to Minnesota Statute Chapter 103E, this Agreement does not change the rights or obligations of the public drainage system authorities.

WHEREAS, pursuant to Minn. Stat. Section 103B.101 Subd. 14, the Board of Water and Soil Resources (BWSR) “may adopt resolutions, policies, or orders that allow a comprehensive plan, local water management plan, or watershed management plan, developed or amended, approved and adopted, according to chapters 103B, 103C, or 103D to serve as substitutes for one another or be replaced with a comprehensive watershed management plan,” also known as the “One Watershed, One Plan”.

WHEREAS, it is understood by all the parties to this Agreement that the One Watershed, One Plan for the Cannon River Watershed Planning Area does not replace or supplant local land use, planning, or zoning authority, but, instead, provides a framework to provide increased opportunities for cooperation and consistency on a watershed basis.

WHEREAS, it is understood by all parties to this Agreement that the One Watershed, One Plan for the Cannon River Watershed Planning Area is intended to provide a framework for consistency and cooperation on a watershed basis and to allow local governments to cooperatively work together to implement projects with the highest return on investment for improving water quality/quantity issues on a watershed basis.

NOW, THEREFORE, in consideration of the mutual promises and benefits that the parties shall derive herefrom, all parties hereby enter into this joint powers agreement for the purposes herein.

I. Purpose.

The purpose of this Agreement is to establish a joint powers board that will (1) exercise leadership in the development of policies, programs and projects that will promote the accomplishment of the purposes found at Minn. Stat. § 103B, including the preparation, adoption and implementation of the plan required by Minn. Stat. § 103B.801 for the Cannon River Watershed Planning Area and (2) guide and assist the parties in acting jointly and individually to take actions that will promote the goals listed in Minn. Stat. §103B.801 and fulfill their responsibilities under Chapter 103B.

II. Joint Powers Board.

A. Creation and Composition of Joint Powers Board.

A joint powers board, known as the Cannon River Watershed Joint Powers Board (CRWJPB), is established for the purposes contained herein with the powers and duties set forth in this Agreement.

The CRWJPB shall be comprised of up to 14 qualifying members with membership composed of the following eligible members: one (1) County Commissioner from each qualifying County, one (1) Soil and Water Conservation District Supervisor from each qualifying County, one (1) Manager from the qualifying Watershed District, and one (1) Manager from the Watershed Management Organization with the respective individual representatives designated by the governing board of each qualifying member local unit of government.

B. Terms.

Each representative shall be appointed for a two-year term, with the ability of a member to appoint a representative for successive terms. In the event that any representative was not appointed by the governing board of each respective member or prior to expiration of the representative's term, the incumbent representative shall serve until a successor has been appointed.

C. Vacancies.

If a representative resigns or is otherwise unable to complete a term on the CRWJPB because of the circumstance outlined in Minn. Stat. §351.02 exist or if a representative fails to qualify or act as a representative, the CRWJPB will advise the appointing authority of the vacancy as soon as practicable and the vacancy will be filled according to the requirements of the respective local unit of government.

D. Chair and Vice-chair.

The CRWJPB shall elect a chair and a vice-chair from its membership for one-year terms.

The chairperson shall serve as chairperson for all meetings and sign and deliver in the name of the CRWJPB any correspondence pertaining to the business of the Cannon River One Watershed, One Plan and shall perform other duties and functions as may be determined by the CRWJPB.

The vice-chair shall discharge the chairperson's duties in the event of the absence or disability of the chairperson

E. Secretary.

The CRWJPB shall elect a secretary from its membership for a one - year term.

The secretary shall: maintain records of the CRWJPB; certify records and proceedings of the CRWJPB; ensure that minutes of all CRWJPB meetings are recorded and made available in a timely manner to the CRWJPB, and maintain a file of all approved minutes including corrections and changes; provide for proper public notice of all meetings; and the secretary may delegate a representative to record the minutes and perform other duties of the secretary. The elected secretary will sign the official minutes of all meetings following approval by the CRWJPB.

F. Treasurer:

The CRWJPB shall elect a Treasurer from its membership for a one - year term.

The Treasurer shall assist the Chair in overseeing the CRWJPB budget and finances. In absence of the Chair or Vice Chair, the Treasurer shall preside over the CRWJPB meetings.

G. Meetings.

All meetings of the CRWJPB shall comply with statutes and rules requiring open and public meetings.

The conduct of all meetings of the CRWJPB shall be generally governed by the most recent edition of Robert's Rules of Parliamentary Law.

A quorum of the CRWJPB shall consist of a simple majority of the members. A quorum shall consist of 50 percent, plus one of the total membership.

All votes by CRWJPB members or alternate member shall be made in person.

Notice of CRWJPB meetings and a proposed agenda shall be mailed to all Board members not less than five (5) days prior to the scheduled meeting date of the Policy Committee.

The minutes of any meeting shall be made available to all CRWJPB members prior to the next meeting.

All regular meetings of the CRWJPB will be held at a Rice County Government Services Building. The CRWJPB, at its own discretion, may change the location.

H. Voting.

Each representative who is present shall be entitled to one vote.

A motion or resolution shall be approved by a favorable vote of a simple majority of the members present, provided enough members are present to make a quorum.

A supermajority vote of 75 percent of those members present shall be required for final plan submittal or changes to the bylaws or Joint Powers Agreement.

I. Staff.

The CRWJPB shall not have authority to hire staff. Any staff providing services in conjunction with this Agreement shall remain an employee of the respective member entity.

J. Duties of the CRWJPB.

The CRWJPB shall have the responsibility to prepare, adopt and implement a plan for the Cannon River Watershed Planning Area that meets the requirements of Minn. Stat. § 103B.801. with the exception of separate jurisdictional authorities granted to the North Cannon River Watershed Management Organization and the Belle Creek Watershed District.

Upon adoption of a watershed plan, the CRWJPB may amend the watershed plan without approval from the governing boards of individual members

III. Powers of the CRWJPB.

A. General Powers.

The CRWJPB is hereby authorized to exercise such authority as is necessary and proper to fulfill its purposes and perform all duties described herein. Such authority shall include, but not be limited to, authority and responsibility to oversee revenues and expenditures.

B. Contracts.

The CRWJPB may enter into any contract necessary or proper for the exercise of its powers or the fulfillment of its duties and enforce such contracts to the extent available in equity or at law. Additionally, the CRWJPB may enter into agreements pursuant to Minn. Stat. § 471.59. The CRWJPB may approve any contract consistent with goals of the CRWJPB and may authorize its chair to execute these contracts.

The CRWJPB shall pay to any member services performed consistent with the purpose of this Agreement or contractors for services performed pursuant to contract. No payment on any invoice for services performed by a member, consultant, contractor, or any other person or organization providing services in connection with this Agreement shall be authorized unless approved by the CRWJPB. The CRWJPB may develop a process to expedite payment of invoices but any such payments shall be ratified by the CRWJPB at their next meeting.

C. Funds.

The CRWJPB may disburse funds in a manner which is consistent with the Agreement and with the method provided by law for the disbursement of funds by the parties to this Agreement.

D. Bylaws.

The CRWJPB shall have the power to adopt and amend such bylaws that it may deem necessary or desirable for the conduct of its business. Such bylaws shall be consistent with this Agreement and any applicable laws or regulations.

E. Grants and Loans.

The CRWJPB may apply for and accept gifts, grants or loans of money, other property or assistance from the United States government, the State of Minnesota, or any person, association or agency for any of its purposes; enter into any agreement in connection therewith; and hold, use and dispose of such money, other property and assistance in accordance with the terms of the gift, grant or loan relating thereto.

F. Property.

The CRWJPB has no authority to purchase property or equipment. Any

property or equipment that is provided to the CRWJPB to accomplish the goals of the One Watershed One Plan shall continue to be owned by the entity providing such property or equipment for use by the CRWJPB.

G. Insurance.

The CRWJPB may obtain any liability insurance or other insurance it deems necessary to insure itself for any action arising out of this Agreement.

H. Exercise of Powers.

All powers granted herein shall be exercised by the CRWJPB in a fiscally responsible manner and in accordance with the requirements of law.

I. Public Participation.

The CRWJPB shall provide for such public participation in the conduct of its activities as will promote understanding of its activities among the public and local governmental units affected by its activities and the informal resolution of disputes or complaints.

IV. Reservation of Authority.

All responsibilities not specifically set out to be jointly exercised by the CRWJPB under this Agreement are hereby reserved to the respective governing bodies of the members.

V. Budgeting and Funding.

A. Budget.

Annually, the CRWJPB shall adopt a budget.

B. Funding.

The CRWJPB has no authority to levy taxes. Local funding may be provided by establishing a “membership dues” system payable by March 15 of each year.

The amount of membership dues will be based on a tiered approach established by the percentage of land each member has within the Cannon River Watershed Planning Area subject to this agreement. The CRWJPB will have the authority to establish annual dues for each Member. When establishing annual dues, the following limits shall apply:

Tier 1 Membership dues will not exceed \$5,000 annually. Tier 1 shall consist of members with more than 15% of total land within the Planning Area and includes Goodhue County, Goodhue SWCD, Steele County, Steele SWCD, Rice County and Rice SWCD.

Tier 2 Membership dues will not exceed \$3,500 annually. Tier 2 shall consist of members with more than 8% but less than 15% of total land



within the Planning Area and includes Le Sueur County, Le Sueur SWCD, Dakota County and Dakota SWCD.

Tier 3 Membership dues will not exceed \$2,000 annually. Tier 3 shall consist of members with less than 8% of land within Planning Area and includes Waseca County and Waseca SWCD.

Tier 4 Membership dues will not exceed \$500 annually. Tier 4 shall consist of Belle Creek Watershed District and North Cannon River Watershed Management Organization.

C. Administrator, Fiscal Agent and Legal Counsel.

The CRWJPB may enter into agreement with one or more of its members, or select a contractor, to carry out administrative, fiscal, and legal services.

D. Accountability.

All funds shall be accounted for according to generally accepted accounting principles.

E. Debts.

The CRWJPB may not incur debts.

VI. Committees.

A. Creation.

To expedite and facilitate the business of the CRWJPB and the orderly and efficient consideration of matters coming before it, the CRWJPB may create committees as it deems necessary to review and examine specific issues or topics of concern. The Chair, or by a majority vote of the CRWJPB, may appoint standing or ad hoc committees to address issues or facilitate the CRWJPB activities.

B. Member Selection.

Any committee must include at least one CRWJPB member or proxy. A committee should also include other related service providers and subject matter experts.

C. Officers.

The CRWJPB Chair shall appoint the Chair and Vice Chair of a committee or a pair of Co-Chairs at his/her discretion.

D. Member Resignation.

A committee member may resign at any time from the subcommittee upon providing 30 days written notice.

E. Member Removal.

Any member of a committee who is not a member of the CRWJPB may be removed by a two-thirds majority vote of the members present at a scheduled CRWJPB meeting. For this purpose, each CRWJPB member is provided one vote.

F. Conflict of Interest.

Persons who have a private pecuniary or property interest in an issue(s) or topic(s) under the subject matter of a committee's work shall not serve as a member of such committee or subcommittee.

VII. Indemnification.

Each party to this Agreement shall be liable for the acts of its officers, employees or agents and the results thereof to the extent authorized or limited by law and shall not be responsible for the acts of any other party, its officers, employees or agents. The provisions of the Municipal Tort Claims Act, Minnesota Statute Chapter 466 and other applicable laws govern liability of the parties. To the full extent permitted by law, actions by the Parties, their respective officers, employees, and agents pursuant to this Agreement are intended to be and shall be construed as a "cooperative activity." It is the intent of the Parties that they shall be deemed a "single governmental unit" for the purpose of liability, as set forth in Minnesota Statutes§ 471.59, subd. 1a(a). For purposes of Minnesota Statutes§ 471.59, subd. 1a(a) it is the intent of each party that this Agreement does not create any liability or exposure of one party for the acts or omissions of any other party.

VIII. Records Retention and Data Practices.

The parties agree that records created pursuant to the terms of this Agreement will be retained in a manner that meets their respective entity's records retention schedules that have been reviewed and approved by the State in accordance with Minnesota Statutes§ 138.17. The Parties further agree that records prepared or maintained in furtherance of the agreement shall be subject to the Minnesota Government Data Practices Act.

IX. Duration.

This Agreement is effective and binding on all members upon the date of the last signature required all members. All members need not sign the same copy. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original and all of which when taken together shall constitute one and the same agreement. Any counterpart signature transmitted by facsimile or by sending a scanned copy by electronic mail or similar electronic transmission shall be deemed an original signature.

This signed Agreement shall be filed with the responsible authority for records retention and data practices, which shall notify all members in writing of its effective date.

This Agreement shall continue until terminated in the manner provided herein.

X. Termination, Withdrawal, Amendments.

A. Termination.

This Agreement may terminate upon the occurrence of any one of the following events, whichever occurs first:

When necessitated by operation of law as result of the decision by a court of competent jurisdiction; or

When necessary due to failure to obtain necessary funding from the members or grant funding from the State of Minnesota or the United States government or other sources, or

When a majority of members agree by resolution to terminate the agreement upon a certain date.

B. Withdrawal.

Any member may withdraw from this Agreement upon 90 days written notice.

A withdrawing member shall not be entitled to the distribution of any assets or funds.

In the event of withdrawal by any member, this Agreement shall remain in full force and effect as to all remaining members.

C. Adding Additional Parties.

A qualifying party within the Cannon River Watershed Planning Area that is responsible for water planning and resource management under Minnesota State Statutes desiring to become a member of this Agreement shall indicate its intent by adoption of a governing board resolution that includes a request to the CRWJPB to join the One Watershed, One Plan for the Cannon River and a statement that the qualifying party agrees to abide by the terms and conditions of this Agreement; including but not limited to the bylaws, policies and procedures adopted by the CRWJPB.

D. Amendments.

Upon recommendation from the CRWJPB for changes to this agreement, this Agreement may be changed, amended, modified, or replaced by an amendment or addendum document or by an entirely new Joint Powers Agreement.

Any changes, amendments, or modifications to this Agreement may only be by, and are effective only when reduced to writing and approved and signed by all members hereto.

XI. Distribution of Surplus Funds and Property.

Upon termination of this Agreement, funds and property held by the CRWJPB shall then be distributed to members in proportion to their contributions.

**IN WITNESS WHEREOF**, the parties have executed this Agreement on the dates indicated below.

**IN TESTIMONY WHEREOF** the Parties have duly executed this agreement by their duly authorized officers.  
*(Repeat this page for each participant)*

PARTNER: \_\_\_\_\_

APPROVED:

BY: \_\_\_\_\_  
Board Chair Date

BY: \_\_\_\_\_  
District Manager/Administrator Date

**APPROVED AS TO FORM** *(use if necessary)*

BY: \_\_\_\_\_  
County Attorney Date

## FACT SHEET

### Cannon River One Watershed, One Plan

The goal of One Watershed, One Plan (1W1P) is to align local water planning on major watershed boundaries rather than county boundaries. The Minnesota Board of Water and Soil Resources (BWSR) is the state agency that provides guidance on Plan development and is the responsible authority to approve final Plans.

In 2012, the Minnesota legislature required BWSR to develop a process to transition from a county water plan to a watershed based plan (Plan). During that process 63 major watersheds within the State of Minnesota were identified. Currently five major watersheds have approved Plans and another 11, including the Cannon River Watershed Planning Area, are in the process of developing their final Plan for adoption. The goal is to have a Plan for all 63 watersheds by the year 2025.

This locally led process, that is intended to align with State strategies, will result in a Plan that address the highest priorities to restore or protect our water resources. Working collaboratively across county lines to develop a watershed based plan makes the watershed eligible to receive non-competitive state funds to implement projects and activities.

As a requirement to obtaining final Plan approval from the BWSR, the Plan must include information on the organizational structure that will be used to implement the Plan.

<b>Policy Committee</b>	One representative from each of the 14 local water management authorities within the Cannon River Watershed Planning Area including six counties, six soil and water conservation districts, the Belle Creek Watershed District and the North Cannon River Watershed Management Organization. They have been meeting throughout the planning process. The following is a summary of Policy Committee meeting information related specifically to organizational structure for Plan implementation.
November 2017	Three different watershed structures in southern Minnesota were invited to share how they operate including the Root River (Plan adopted), Cedar River Watershed District, and the Greater Blue Earth River Basin Alliance.
January 2018	A representative from the Minnesota Counties Intergovernmental Trust (MCIT) provided information on different structures and the legal considerations of each. Four different structures were presented and the Policy Committee eliminated two; the Watershed District and informal agreement option or Memorandum of Agreement. The Policy Committee chose to focus on either a collaboration structure among the 14 Members or a joint powers board structure.
April 2018	Reviewed details of both the collaboration approach or the joint powers board option. The Policy Committee unanimously supported the joint powers board option as it provides the most flexibility to accomplish watershed wide activities and they directed staff to draft a joint powers agreement for review and consideration.

**Next Step:** The Policy Committee currently operates under a Memorandum of Agreement for Plan development that was approved by each of the 14 member Boards in December 2016. The Policy Committee is now seeking action from each member Board to approve a structure that will implement the Plan and establish a Cannon River Watershed Joint Powers Board (CRWJPB).

# Watershed Planning Area

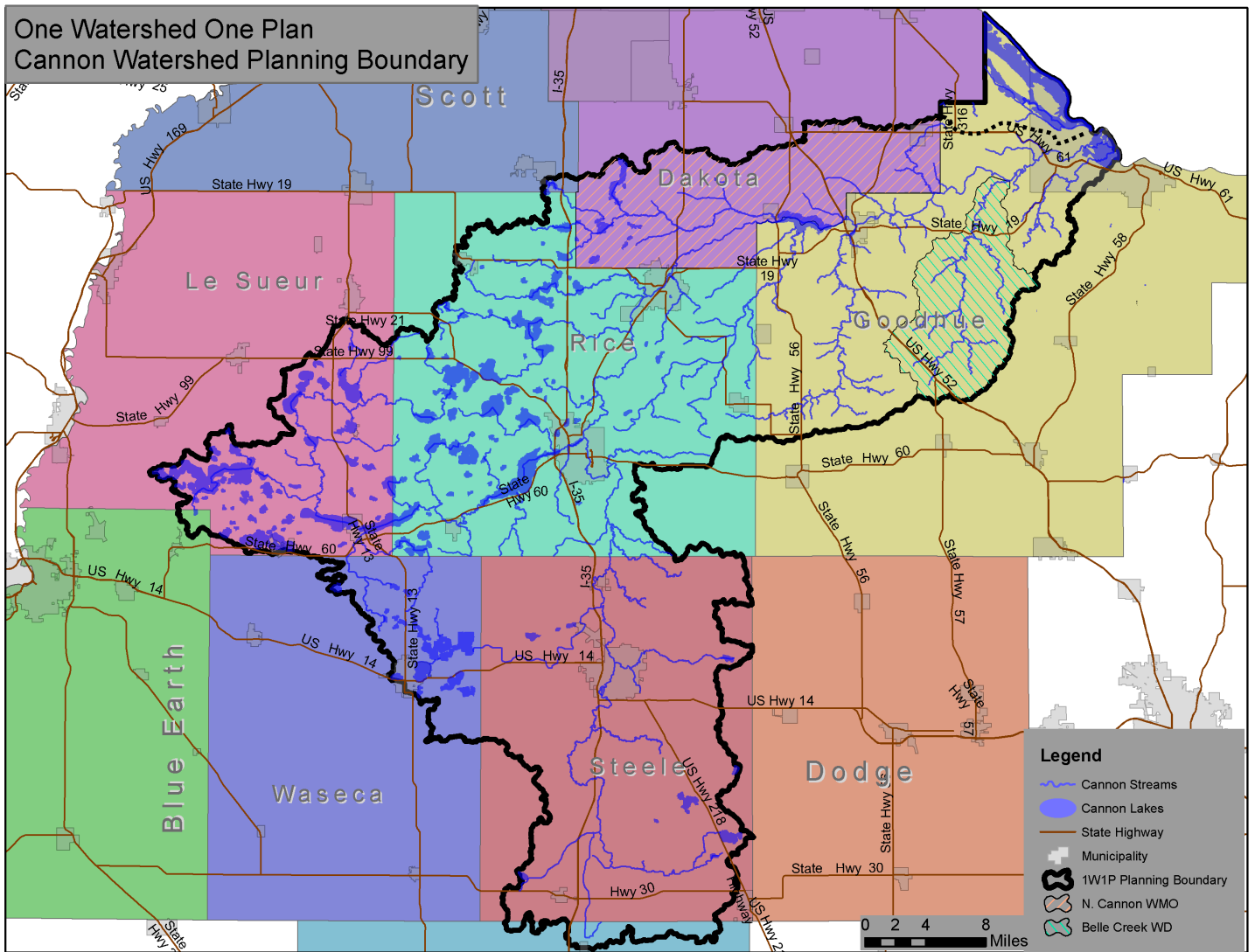
## Counties by Percentage

Rice County	27.8%
Steele County	24.1%
Goodhue County	22.1%
Dakota County	9.9%
Le Sueur County	9.6%
Waseca County	5.2%
Non-participating Counties (Blue Earth, Dodge, Freeborn, Scott)	1.3%

## Planning Area Quick Facts

- 963,717 acres**
- 1,506 square miles**
- 800 linear miles of water courses**
- 51% agricultural**
- 10% within Metro Area**
- 5 cities > 10,000 people**

### One Watershed One Plan Cannon Watershed Planning Boundary



# Frequently Asked Questions

## **Why not continue to operate under the memorandum of agreement (MOA)?**

The Policy Committee concluded that establishing a joint powers board generates more collaboration among the 14 Members and ultimately more flexibility watershed-wide to implement the Plan. If the MOA structure continues after Plan adoption, each Member would be responsible for their own undertakings to implement the Plan. This is a less flexible and less efficient structure to implement watershed wide activities. It was decided that the best approach to implement the Plan is a joint powers board where Members work across county boundaries to communicate ideas and share resources.

## **Would the Cannon River Watershed Joint Powers Board (CRWJPB) have Land Use Authority?**

No. Language within the Joint Powers Agreement (JPA) to establish a CRWJPB will not allow for independent land use authorities.

## **Would the CRWJPB have taxing authority?**

No. The JPA will not allow for the CRWJPB to have independent taxing authority.

## **Would a Cannon River Watershed Joint Powers Board just create another layer of government?**

The answer depends some on each individuals perspective. Creating a joint powers board will require more administrative functions as the new entity is subject to open meeting law, records retention policy, liability insurance etc. However, the Policy Committee felt that a joint powers board is a more transparent process to residents of the watershed, stakeholders and the State of Minnesota who will be contributing grant funds to implement the Plan. Since the CRWJPB would not have land use or taxing authorities, there is reduced concern about adding a layer of government and more focus on working cohesively to accomplish watershed wide goals. This collaborative approach to solve shared goals is similar to other multijurisdictional joint powers boards such as the Minnesota Drug Task Force, the Emergency Communications Board or Technical Service Areas for Minnesota soil and water conservation districts.

## **Where does funding come from to implement the Plan and pay for the administrative costs?**

The majority of project dollars to implement the Plan will come from state and federal grant sources. The legislature, through recommendations by the local government water roundtable which includes the Association of Minnesota Counties, the Minnesota Association of Soil and Water Conservation Districts and the Minnesota Association of Watershed Districts, has indicated a desire to move Clean Water Funds derived from the Clean Water Land and Legacy constitutional amendment from a competitive grant process to a watershed based funding approach. Only watersheds that have approved Plans will be eligible for watershed based funding grants.



# Frequently Asked Questions

## **Who covers risk and liability?**

Development of a CRWJPB will require liability insurance. It is anticipated that The Minnesota Counties Intergovernmental Trust (MCIT) would be hired to cover risks and liabilities of the CRWJPB.

## **Who will provide administrative tasks and fiscal responsibilities?**

One or more member local governmental units part of the joint powers agreement will be selected to provide day to day administration and fiscal responsibilities through an agreement with the CRWJPB.

## **Will the CRWJPB employ staff?**

No. The Plan may show a need for more staff in order to achieve the goals of the 10 year plan. However, language within the JPA will prohibit the ability for the CRWJPB to employ staff thus eliminating the risk involved with personnel issues, the obligation to carry workers compensation and development of personnel policies and procedures. Additional staff that may be needed to implement the Plan will be employees of individual Members or the CRWJPB will contract for services.

## **How will the CRWJPB pay for administrative costs and provide matching funds to State grants?**

The joint powers agreement will outline a method for each member to provide membership dues. The membership dues will assist with offsetting operating and administrative costs of the CRWJPB. State watershed based grants also allow for a percentage of total funds to be used for administrative activities but requires a 10% local match for each grant dollar received. Local match can be in many forms including local cash match, non-state grants, landowner contributions and in-kind services of local staff or partners.

## 2019 Budget - 1st Quarter Review

2019 Budgeted Revenues	\$ 66,993,132		<u>1st Quarter 2018 Comparisons</u>
2019 Actual Revenues	6,610,573		Revenues 11%
Revenues Under Budget	<u>\$ (60,382,559)</u>	10%	Expenditures 25%
2019 Budgeted Expenditures	\$ 66,993,132		
2019 Actual Expenditures	19,045,372		(Net Activity)
Expenditures Under Budget	<u>\$ 47,947,760</u>	28%	<u>\$ (12,434,799)</u>

<u>REVENUES:</u>	2019 Budget	2019 Actual	Over/(Under) Budget	Percent of Budget	2018 %'s
General Fund	\$ 29,099,246	\$ 1,290,779	\$ (27,808,467)	4.44%	5.77%
Public Works	15,222,052	2,202,553	(13,019,499)	14.47%	16.13%
Health & Human Services	16,942,054	2,458,336	(14,483,718)	14.51%	14.51%
Family Collaborative	-	55,850	55,850	N/A	N/A
ISTS Loan Program	17,568	-	(17,568)	0.00%	2.65%
EDA	85,722	2,031	(83,691)	2.37%	2.85%
Capital Plan	2,880,589	876	(2,879,713)	0.03%	1.33%
Debt Service	2,015,294	18,664	(1,996,630)	0.93%	0.92%
Waste Management	730,607	47,218	(683,389)	6.46%	13.10%
Totals	<u>\$ 66,993,132</u>	<u>\$ 6,076,307</u>	<u>\$ (60,916,825)</u>	9.07%	10.18%
<u>Non-budgeted programs:</u>					
Family Collaborative		(55,850)			
<u>Planned Use of Fund Balance</u>					
General Fund (various programs)		306,270			
Public Works		185,500			
Health & Human Services		32,624			
ISTS Loan Program		4,068			
EDA		-			
Capital Plan		61,454			
Debt Service		-			
Waste Management		200			
2019 Adjusted Revenues	<u>\$ 66,993,132</u>	<u>\$ 6,610,573</u>	<u>\$ (60,382,559)</u>	9.87%	

<u>EXPENDITURES:</u>	2019 Budget	2019 Actual	Over/(Under) Budget	Percent of Budget	2018 %'s
General Fund	\$ 29,099,246	\$ 8,209,249	\$ (20,889,997)	28.21%	21.53%
Public Works	15,222,052	1,451,574	(13,770,478)	9.54%	12.68%
Health & Human Services	16,942,054	4,398,696	(12,543,358)	25.96%	27.07%
Family Collaborative	-	61,103	61,103	N/A	N/A
ISTS Loan Program*	17,568	-	(17,568)	0.00%	50.00%
EDA	85,722	1,549	(84,173)	1.81%	2.51%
Capital Plan	2,880,589	203,704	(2,676,885)	7.07%	21.40%
Debt Service	2,015,294	1,574,791	(440,503)	78.14%	77.90%
Waste Management	730,607	169,825	(560,782)	23.24%	21.20%
Totals	<u>\$ 66,993,132</u>	<u>\$ 16,070,491</u>	<u>\$ (50,922,641)</u>	23.99%	23.00%
<u>Non-budgeted programs:</u>					
Family Collaborative		(61,103)			
<u>Future Fund Balance</u>					
General Fund (various programs)		855,899			
Public Works		2,000,000			
Health & Human Services		7,500			
EDA		58,800			
Capital Plan		11,200			
Debt Service		102,585			
2019 Adjusted Expenditures	<u>\$ 66,993,132</u>	<u>\$ 19,045,372</u>	<u>\$ (47,947,760)</u>	28.43%	

\*Loan paid off in full

**GOODHUE COUNTY  
REVENUES & EXPENDITURES  
1ST QUARTER 2019**

**ALL FUNDS**

**REVENUES:**

	2019 Budget	2019 Activity	% of Budget	2018 %'s
Taxes & Penalties	\$ 38,356,484	\$ 264,697	0.7%	0.5%
Licenses & Permits	467,368	\$ 95,064	20.3%	24.7%
Intergovernmental	20,301,092	\$ 4,218,594	20.8%	21.3%
Charges for Services	4,084,655	\$ 904,181	22.1%	22.6%
Fines & Forfeitures	12,500	\$ 2,329	18.6%	20.7%
Gifts & Contributions	13,000	\$ 8,480	65.2%	354.8%
Interest	350,530	\$ 169,194	48.3%	52.7%
Other Revenues & Financing Sources	2,808,887	\$ 345,518	12.3%	23.0%
Transfers	8,500	\$ 12,400	145.9%	67.1%
Total Revenues	\$ 66,403,016	\$ 6,020,457	9.1%	10.2%
Planned Use of Fund Balance	590,116	590,116		
Adjusted Revenues	\$ 66,993,132	\$ 6,610,573	9.87%	11.0%

**EXPENDITURES:**

	2019 Budget	2019 Activity	% of Budget	2018 %'s
Public Assistance	\$ 5,864,704	\$ 1,822,517	31.1%	136.9%
Personnel Services	33,852,402	7,750,360	22.9%	96.7%
Services & Charges	15,370,951	1,552,837	10.1%	83.8%
Supplies & Materials	2,432,267	501,532	20.6%	96.2%
Capital Outlay	2,099,171	214,164	10.2%	100.4%
Debt Service	1,930,277	1,574,791	81.6%	95.2%
Other Expenses	2,398,876	2,580,787	107.6%	103.9%
Transfers	8,500	12,400	145.9%	710.5%
Total Expenditures	\$ 63,957,148	\$ 16,009,388	25.0%	97.8%
Future Fund Balance	3,035,984	3,035,984		
Adjusted Expenditures	\$ 66,993,132	\$ 19,045,372	28.43%	97.8%

**REVENUES:**

	<u>2019 %'s</u>	<u>2018 %'s</u>
Remaining Budget	90%	89%
Actually Received	10%	11%

**EXPENDITURES:**

Remaining Budget	72%	75%
Actually Spent	28%	25%

<b>GOODHUE COUNTY</b> <b>REVENUES &amp; EXPENDITURES</b> <b>1ST QUARTER 2019 &amp; 1ST QUARTER 2018</b>
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<b>ALL FUNDS</b>
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**REVENUES:**

	2019 Activity	2018 Activity	Over/(Under) Prior Year
Taxes & Penalties	\$ 264,697	\$ 150,689	\$ 114,008
Licenses & Permits	95,064	115,038	(19,974)
Intergovernmental	4,218,594	4,153,950	64,644
Charges for Services	904,181	1,010,082	(105,901)
Fines & Forfeitures	2,329	2,894	(565)
Gifts & Contributions	8,480	46,840	(38,360)
Interest	169,194	118,898	50,296
Other Revenues & Financing Sources	345,518	523,837	(178,319)
Transfers	12,400	37,755	(25,355)
Total Revenues	\$ 6,020,457	\$ 6,159,983	\$ (139,526)
Planned Use of Fund Balance	590,116	548,586	41,530
Adjusted Revenues	\$ 6,610,573	\$ 6,708,569	\$ (97,996)

**EXPENDITURES:**

	2019 Activity	2018 Activity	Over/(Under) Prior Year
Public Assistance	\$ 1,822,517	\$ 1,994,510	(171,993)
Personnel Services	7,750,360	7,343,447	406,913
Services & Charges	1,552,837	1,533,929	18,908
Supplies & Materials	501,532	629,378	(127,846)
Capital Outlay	214,164	242,237	(28,073)
Debt Service	1,574,791	1,585,951	(11,160)
Other Expenses	2,580,787	650,244	1,930,543
Transfers	12,400	37,755	(25,355)
Total Expenditures	\$ 16,009,388	\$ 14,017,451	\$ 1,991,937
Future Fund Balance	3,035,984	943,426	2,092,558
Adjusted Expenditures	\$ 19,045,372	\$ 14,960,877	\$ 4,084,495

**GOODHUE COUNTY  
TREASURER'S CASH TRIAL BALANCE  
March-19**

BUDGETARY FUNDS		MONTHLY			YEAR-TO-DATE			ENDING BALANCE	
DESCRIPTION	2019 BEGINNING BALANCE	RECEIPTS	DISBURSEMENTS	INTERNAL TRANSFERS	RECEIPTS	DISBURSEMENTS	INTERNAL TRANSFERS	DEBIT	CREDIT
GENERAL REVENUE	\$ 21,377,143.37	\$ 473,326.90	\$ 3,987,931.60	\$ 102,418.23	\$ 1,228,348.32	\$ 8,263,610.72	\$ 117,670.07	\$ 14,459,551.04	
PUBLIC WORKS	8,566,494.17	232,038.08	381,323.55	2,453.71	2,469,924.87	1,737,655.15	19,253.07	9,318,016.96	
HEALTH & HUMAN SERVICES	7,075,963.67	554,668.93	1,354,196.94	(101,018.51)	2,476,812.45	4,402,849.30	(109,855.61)	5,040,071.21	
ISTS & WELL LOAN PROGRAM	-	-	-	-	-	-	-		
EDA	460,966.11	581.05	435.45	-	2,031.35	1,548.99	-	461,448.47	
CAPITAL PLAN	1,011,045.76	876.45	98,129.74	-	876.45	203,703.53	-	808,218.68	
DEBT SERVICE	2,893,557.14	-	-	-	18,664.01	1,574,790.00	-	1,337,431.15	
WASTE MANAGEMENT	853,212.51	19,632.32	59,150.26	(1,644.26)	47,781.55	166,303.95	(4,225.19)	730,464.92	
TOTAL - BUDGETARY FUNDS	\$ 42,238,382.73	\$ 1,281,123.73	\$ 5,881,167.54	\$ 2,209.17	\$ 6,244,439.00	\$ 16,350,461.64	\$ 22,842.34	\$ 32,155,202.43	\$ -

NON-BUDGETARY FUNDS		MONTHLY			YEAR-TO-DATE			ENDING BALANCE	
DESCRIPTION	2019 BEGINNING BALANCE	RECEIPTS	DISBURSEMENTS	INTERNAL TRANSFERS	RECEIPTS	DISBURSEMENTS	INTERNAL TRANSFERS	DEBIT	CREDIT
FAMILY SERVICES	\$ 472,593.69	\$ -	\$ -	\$ -	\$ 56,103.00	\$ 61,355.50	\$ -	\$ 467,341.19	
OTHER AGENCY	142,024.28	146,898.61	83,240.50	(2,209.17)	371,115.08	302,424.63	(22,842.34)	187,872.39	
SETTLEMENT	965,897.48	272,693.91	29,734.19	-	787,751.71	1,054,124.60	-	699,524.59	
TOTAL - NON-BUDGETARY FUNDS	\$ 1,580,515.45	\$ 419,592.52	\$ 112,974.69	\$ (2,209.17)	\$ 1,214,969.79	\$ 1,417,904.73	\$ (22,842.34)	\$ 1,354,738.17	\$ 0.00
TOTAL ACTIVITY - ALL FUNDS	\$ 43,818,898.18	\$ 1,700,716.25	\$ 5,994,142.23	\$ 0.00	\$ 7,459,408.79	\$ 17,768,366.37	\$ -	\$ 33,509,940.60	\$ 0.00

*I hereby certify that the foregoing is a correct and true Trial Balance from the General Ledger of this office at the close of business on March 31, 2019*

**Brian Anderson, Finance Director**

Brian Anderson, Finance Director

By Terri Swanson, Accountant I

Date

**General Fund  
Fund Balance Report (Cash Basis)  
March 2019**

<b>Cash on Hand - General Fund</b>	<b>\$ 14,459,551.04</b>
<b>Restrictions</b>	<b>(1,376,366.79)</b>
<b>Commitments</b>	<b>(2,386,930.75)</b>
<b>Assignments</b>	<b>(2,226,989.67)</b>
<b>Unassigned Fund Balance (Cash on Hand)</b>	<b>\$ 8,469,263.83</b>

<b>Restrictions</b>	<b>2018 Balance</b>	<b>2019 Revenues</b>	<b>2019 Expenses</b>	<b>2019 Activity (net)</b>	<b>Balance 3/31/2019</b>
Unclaimed Funds	\$ 943.86	\$ 100.00	\$ -	\$ 100.00	\$ 1,043.86
Gravel Pit Closure/Restoration	235,004.93	4,212.55	-	4,212.55	239,217.48
Law Library	122,530.32	16,230.24	10,589.63	5,640.61	128,170.93
Attorney's Forfeiture Fund	15,379.94	4,913.12	89.40	4,823.72	20,203.66
Attorney Victim/Witness Assistance	7,569.03	293.59	1,194.60	(901.01)	6,668.02
Recorder's Technology Fund	58,370.66	17,300.00	5,974.99	11,325.01	69,695.67
Recorder's Compliance Fund	178,923.48	19,030.00	49,134.00	(30,104.00)	148,819.48
Veterans Operational Grant	12,500.00	-	4,641.14	(4,641.14)	7,858.86
Veterans Transportation (donations)	4,161.64	5,030.11	4,083.58	946.53	5,108.17
Buffer Initiative	215,922.53	-	6,852.19	(6,852.19)	209,070.34
Aquatic Invasive Species Prevention	201,592.27	-	8,010.40	(8,010.40)	193,581.87
Sheriff's Forfeiture Fund	-	-	208.60	(208.60)	(208.60)
Sheriff CounterAct	13,771.24	888.88	430.95	457.93	14,229.17
Sheriff's K-9 Account (donations)	16,902.04	-	-	-	16,902.04
Gun Permit Application Fees	31,240.51	11,985.00	239.23	11,745.77	42,986.28
Sheriff's Contingency	351.75	1,125.84	-	1,125.84	1,477.59
Enhanced 911 System	181,694.96	32,230.41	22,117.36	10,113.05	191,808.01
Correction Service Fee	13,755.40	133.00	-	133.00	13,888.40
Local Correctional Fees (Adult)	60,191.63	2,800.56	-	2,800.56	62,992.19
County Ditch #1	2,853.37	-	-	-	2,853.37
<b>Restricted Fund Balance</b>	<b>\$ 1,373,659.56</b>	<b>\$ 116,273.30</b>	<b>\$ 113,566.07</b>	<b>\$ 2,707.23</b>	<b>\$ 1,376,366.79</b>

<b>Commitments</b>	<b>2018 Balance</b>	<b>2019 Revenues</b>	<b>2019 Expenses</b>	<b>2019 Activity (net)</b>	<b>Balance 3/31/2019</b>
Land Use/Environmental Ordinance	\$ 150,152.72	\$ -	\$ -	\$ -	\$ 150,152.72
Petty Cash and Change Funds	1,675.00	-	-	-	1,675.00
Employee Wellness Committee	9,875.87	3,450.00	750.04	2,699.96	12,575.83
Byllesby Dam	37,818.19	-	-	-	37,818.19
Compensated Absences	668,238.79	-	161,104.90	(161,104.90)	507,133.89
27th Payroll	446,741.00	-	-	-	446,741.00
Tax Court Settlements	226,500.00	-	-	-	226,500.00
Natural, tech, human-caused hazards	1,000,000.00	-	-	-	1,000,000.00
Tax Forfeited Property Funding	4,334.12	-	-	-	4,334.12
<b>Committed Fund Balance</b>	<b>\$ 2,545,335.69</b>	<b>\$ 3,450.00</b>	<b>\$ 161,854.94</b>	<b>\$ (158,404.94)</b>	<b>\$ 2,386,930.75</b>

<b>Assignments</b>	<b>2018 Balance</b>	<b>2019 Revenues</b>	<b>2019 Expenses</b>	<b>2019 Activity (net)</b>	<b>Balance 3/31/2019</b>
County Motor Pool	\$ 64,712.85	\$ 14,837.40	\$ 4,590.19	\$ 10,247.21	\$ 74,960.06
Inmate Improvement Fund	41,567.74	50,920.30	38,639.88	12,280.42	53,848.16
Employee Training & Development	11,849.89	-	9,563.18	(9,563.18)	2,286.71
County Program Aid Contingency	1,518,110.69	-	-	-	1,518,110.69
Building Contingencies	577,784.05	-	-	-	577,784.05
<b>Assigned Fund Balance</b>	<b>\$ 2,214,025.22</b>	<b>\$ 65,757.70</b>	<b>\$ 52,793.25</b>	<b>\$ 12,964.45</b>	<b>\$ 2,226,989.67</b>

**2019 CAPITAL PLAN REPORT - SUMMARY**

	<b>2019 Budget Request</b>	<b>2018 Capital Carryovers</b>	<b>2019 Final Budget</b>	<b>2019 Amount Expended</b>	<b>2019 Budget Balance</b>
Administration	4,200		4,200	2,990.00	1,210
Attorney	36,860		36,860	2,945.76	33,914
Courts	15,000		15,000	-	15,000
Elections	18,000		18,000	-	18,000
Facilities Maintenance	529,000	8,555	537,555	53,473.29	484,082
Finance & Taxpayer Services	4,500		4,500	4,407.05	93
Fleet	38,000		38,000	-	38,000
Health & Human Services	11,200		11,200	-	11,200
Information Technology	91,600	37,000	128,600	1,679.40	126,921
Planning/Building/Zoning/EH	4,450		4,450	-	4,450
Public Works	1,463,230		1,463,230	23,241.32	1,439,989
<u>Sheriff:</u>			-		-
ADC	32,800		32,800	-	32,800
Civil/Patrol Division	457,900	15,899	473,799	114,911.71	358,887
Seasonal B&W	38,000		38,000	-	38,000
Surveyor/GIS	14,395		14,395	-	14,395
Waste Management	60,000		60,000	-	60,000
<b>Total Capital Plan Budget</b>	<b>\$ 2,819,135</b>	<b>\$ 61,454</b>	<b>\$ 2,880,589</b>	<b>\$ 203,649</b>	<b>\$ 2,676,940</b>
Future Fund Balance	-				
Other Financing Sources	(578,500)		(578,500)		(578,500)
<b>Total Capital Plan Levy</b>	<b>\$ 2,240,635</b>	<b>\$ 61,454</b>	<b>\$ 2,302,089</b>	<b>\$ 203,649</b>	<b>\$ 2,098,440</b>

**2019 Summary**

2019 Balance Forward	\$ 1,011,045.76
<u>Funding Sources:</u>	
Tax Settlement & Related Aids	
Sale of Capital Assets (net)	
Energy Rebates	
Other Reimbursements	876.45
Transfers: Other Revenue Sources	
2018 Plan Purchases	(203,648.53)
<b>3/31/2019</b>	<b>\$ 808,273.68</b>

Note: Plan Purchases amount of \$203,649 does not include \$55 that was charged to the capital plan account in error; correction will be made in April. IFS amount on review/summary tabs does include this \$55.

## 2019 CAPITAL PLAN REPORT - SUMMARY

Department		2019 Budgeted Amount	Amount Spent as of 3/31/2019	Remaining Balance 2019
<b>Administration</b>	LAPTOPS (3)	4,200.00	2,990.00	1,210.00
		4,200.00	2,990.00	1,210.00
<b>Attorney</b>	COMPUTERS (6)	5,400.00	2,945.76	2,454.24
	SAN/NAS for MCAPS Case Files ("k" Drive)	30,000.00		30,000.00
	LAPTOP:BILL C (2015)	1,460.00		1,460.00
		36,860.00	2,945.76	33,914.24
<b>Courts</b>	WOOD PEW PADS	5,000.00		5,000.00
	(23) CONFERENCE ROOM CHAIRS	10,000.00		10,000.00
		15,000.00	-	15,000.00
<b>Elections</b>	AutoMarks with ExpressVote (3)	18,000.00		18,000.00
		18,000.00	-	18,000.00
<b>Facilities Maint</b>	ENERGY IMPROVEMENTS (2018 CARRYOVER)	8,555.00		8,555.00
	LEC COOLING TOWER	150,000.00	5,457.75	144,542.25
	SECURITY KEYPAD UPGRADE (2019)	45,000.00	48,015.54	(3,015.54)
	ADA INTAKE ELEVATOR CONTROLS (2019)	85,000.00		85,000.00
	GOV MURAL/PAINT REPAIR (2019)	75,000.00		75,000.00
	LEC DAY ROOM PAINTING	10,000.00		10,000.00
	ELEVATOR CONTROLS CRT HOLDING:JUS	87,000.00		87,000.00
	ROTUNDA ELEVATOR CONTROLS LED	77,000.00		77,000.00
		537,555.00	53,473.29	484,081.71
<b>Finance &amp; Taxpayer Services</b>	FINANCE COMPUTERS (5)	4,500.00	4,407.05	92.95
		4,500.00	4,407.05	92.95
<b>Fleet</b>	2010 CHEVY EQUINOX (2009)	38,000.00		38,000.00
		38,000.00	-	38,000.00
<b>Health &amp; Human Services</b>	LENOVO TABLET WITH LAPTOP(8)	11,200.00		11,200.00
		11,200.00	-	11,200.00
<b>Information Technology</b>	IT SERVER ROOM (2018 CARRYOVER)	25,000.00		25,000.00
	IT HELP DESK (2018 CARRYOVER)	12,000.00		12,000.00
	COUNTY WIDE MONITORS (2019)	10,000.00	1,679.40	8,320.60
	LEC FIREWALL (2014)	4,100.00		4,100.00
	FIREWALL:LEC (2014)	12,000.00		12,000.00
	VM Host (2016) - Currently in RFB	12,500.00		12,500.00
	SAN/NAS FOR OFFSITE DATA BACKUPS	25,000.00		25,000.00
	RE-CABLE GOVERNMENT CENTER 3RD FLOOR	25,000.00		25,000.00
	ZEBRA BADGE PRINTER (2014)	3,000.00		3,000.00
	128,600.00	1,679.40	126,920.60	
<b>Planning/Building/Zoning &amp; Environmental Health</b>	Desktop computer (4)	4,450.00		4,450.00
		4,450.00	-	4,450.00
<b>Public Works</b>	MS SURFACE PRO 3:JESS (2014)	1,770.00		1,770.00
	Laptop:Julie Huneke (2015)	1,460.00		1,460.00
	2007 TANDEM TRUCK W/SNOW PLOW (2006)	212,000.00		212,000.00
	2007 CHEVY 4WD 3/4 TON (2006) 116,718	30,000.00		30,000.00



## 2019 CAPITAL PLAN REPORT - SUMMARY

Department	2019 Budgeted Amount	Amount Spent as of 3/31/2019	Remaining Balance 2019
	60,000.00		60,000.00
	18,000.00		18,000.00
	125,000.00	22,812.50	102,187.50
	25,000.00		25,000.00
	570,000.00	428.82	569,571.18
	250,000.00		250,000.00
	170,000.00		170,000.00
	<b>1,463,230.00</b>	<b>23,241.32</b>	<b>1,439,988.68</b>
<b>Sheriff - ADC</b>			
DISHWASHER,CONVEYOR (2003)	24,500		24,500.00
RESTRAINT CHAIR-INTAKE (2006)	1,700		1,700.00
IPAD:INTAKE (2014)	600		600.00
COMPUTERS (6)	6,000		6,000.00
	<b>32,800.00</b>	<b>-</b>	<b>32,800.00</b>
<b>Sheriff - Civil/Patrol</b>			
BODY CAMERAS & TRIGGER BOXES (2018 CARRYOVER)	15,899		15,899.00
DEFIBRILLATOR (6)	8,400		8,400.00
NIGHT VISION EQUIPMENT (2009)	6,000		6,000.00
BALLISTIC SHEILD:ERT (2014)	3,500		3,500.00
COMPUTERS (13)	13,000		13,000.00
Moble Data Toughbook (21)	109,200		109,200.00
LAPTOP: L. LORENSON	1,400		1,400.00
2008 UNMKD ESCAPE:THOMPSON #25 (2008)	33,000	29,289.56	3,710.44
PEPPERBALL SYSTEM: ERT	4,500		4,500.00
RECORDS ROOM REMODEL	12,500		12,500.00
2008 DODGE CARAVAN:VOXLAND #1013 (2010)	33,000	35,589.37	(2,589.37)
2013 FORD INTERCEPT:R Troolin (2012)	47,300	148.55	47,151.45
07 CHRYSLER PACIFICA:G Barringer (2013)	33,000	350.00	32,650.00
14 FORD EXPLORER:J Lawler (2014)	47,300	2,877.25	44,422.75
14 INTERCEPT:T Riegelman (2014)	47,300	2,877.25	44,422.75
14 FORD EXPLORER:SUNDBY (2014)	47,300	2,877.25	44,422.75
GUN SAFE & RIFLE: JUSTICE CENTER	2,500		2,500.00
DJI MATRICE DRONE (1/2 COST)	6,700	6581.6	118.40
DROBO NAS SERVER	2,000		2,000.00
2018 Ford Taurus		34,320.88	(34,320.88)
	<b>473,799.00</b>	<b>114,911.71</b>	<b>358,887.29</b>
<b>Sheriff - Seasonal B&amp;W</b>			
2009 POLARIS SNOWMOBILE (2008)	12,000		12,000.00
10 NO WAKE BUOYS (2008)	6,000		6,000.00
TWIN EVENRUDE 150HP ENGINES	20,000		20,000.00
	<b>38,000.00</b>	<b>-</b>	<b>38,000.00</b>
<b>Surveyor/GIS</b>			
Desktop computer (3)	3,950		3,950.00
PLOTTER/SCANNER:Survey/GIS (2012)	9,000		9,000.00
Laptop BU: Bryan (2015)	1,445		1,445.00
	<b>14,395.00</b>	<b>-</b>	<b>14,395.00</b>
<b>Waste Management</b>			
2000 CHEVY 3/4 TON 4WD 91,135	42,000		42,000.00
FIBER BOX (2 x \$9,000)	18,000		18,000.00
	<b>60,000.00</b>	<b>-</b>	<b>60,000.00</b>
<b>Total Capital Plan Budget</b>	<b>\$ 2,880,589.00</b>	<b>\$ 203,648.53</b>	<b>\$ 2,676,940.47</b>
<b>CP ITEMS FUNDED WITH BOND ISSUANCE</b>	<b>(570,000.00)</b>		<b>(570,000.00)</b>
<b>TRANSFER SHERIFF FORFEITURE/CONTINGENCY</b>	<b>(8,500.00)</b>		<b>(8,500.00)</b>
<b>Capital Plan Levy</b>	<b>\$ 2,302,089.00</b>	<b>\$ 203,648.53</b>	<b>\$ 2,098,440.47</b>

**Goodhue County**  
**Summary of Investments (by type)**  
**As of March 31, 2019**

Deposit - Ckg, Savings, Money Markets, Change Fund	\$ 2,438,579.16
Investment - Mutual Funds	123,460.95
Investment - Certificates of Deposit	29,896,000.00
Investment - Commercial Paper	-
Investment - Agency Securities	-
Investment - Bonds	1,051,900.49
	<b>\$ 33,509,940.60</b>

**2019 Bank Account Balances**

Account Type	Name of Bank	Purchase Date	Maturity Date	Interest Yield	Balance 3/31/2019
Checking	Wells Fargo, Red Wing	N/A	N/A	-	\$ 1,842,979.02
Checking	Wells Fargo, Red Wing	N/A	N/A	-	\$ 44,012.40
Money Market	Security State Bank, Wanamingo	N/A	N/A	0.30%	\$ 18,046.60
Money Market	Bank of Zumbrota, Missing Heirs	N/A	N/A	2.40%	\$ 14,578.09
Govt Money Market	Wells Fargo, Minneapolis	N/A	N/A	1.77%	\$ 490,299.79
Mutual Funds	Magic Fund, Cash Management Funds	N/A	N/A	2.14%	\$ 123,460.95
Money Market	RBC Brokerage	N/A	N/A	-	\$ 28,663.26
CD	First Farmers and Merchants Bank	Various	Various	Various	\$ 500,000.00
CD	First Farmers and Merchants Bank	Various	Various	Various	\$ 500,000.00
CD	Direct Purchase	Various	Various	Various	\$ 2,940,000.00
CD	RBC Brokerage	Various	Various	Various	\$ 19,792,000.00
CD	Wells Fargo, Minneapolis	Various	Various	Various	\$ 3,430,000.00
CD	Merchants Bank	Various	Various	Various	\$ 2,000,000.00
CD	Magic Fund, Cash Management Funds	N/A	N/A	Various	\$ 734,000.00
Gov Agcy Bonds	Wells Fargo, Minneapolis	Various	Various	Various	\$ 500,000.00
Gov Agcy Bonds	RBC Brokerage	Various	Various	Various	\$ 500,000.00
Bonds	U.S. Government Agencies (SBA's)	Various	Various	Various	\$ 36,875.49
Series EE Bonds	Goodhue County, County Owned	Various	Various	Various	\$ 4,025.00
Series EE Bonds	Goodhue County, Missing Heirs	Various	Various	Various	\$ 11,000.00
<b>GRAND TOTAL - ALL ACCOUNTS</b>					<b>\$ 33,509,940.60</b>

**2019 Projected Year-End Balance (Interest)**

2019 Budget	350,000.00
Interest Received through 3/31/19	168,915.86
Estimated Interest	473,652.07
Revenues Over Budget (projected)	292,567.93



## Goodhue County Finance & Taxpayer Services

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*Brian.Anderson@co.goodhue.mn.us*  
509 W. Fifth St  
Red Wing, MN 55066  
Phone (651) 385-3043  
Fax (651) 267-4878

**TO:** County Board of Commissioners  
**FROM:** Brian J. Anderson, Finance Director  
Kelly Bolin, Finance Controller  
**DATE:** April 16, 2019  
**SUBJECT:** Financial Policy Review Update

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### **PURPOSE**

The purpose of this memo and attached policy document is to provide an update on the County financial policies revision project. These items are for informational purposes only; we are not seeking board approval of any policies at this time.

### **BACKGROUND**

On January 22, 2019, Finance presented a plan to the Committee of the Whole of the County Board for updating the County's financial policies. As part of this plan, Finance committed to presenting a majority of the new/revised financial policies to the Board for review and approval by the end of the 2<sup>nd</sup> quarter.

### **UPDATE**

We have completed drafts of four policies – 1 new policy and 3 revisions:

Fixed Assets (NEW): This policy was drafted to help ensure that the County's major capital assets are properly used, maintained and accounted for and contains the following information:

- Definitions of categories of capital assets and the costs to include when recording them
- Handling asset disposals
- Recording of assets on the County's financial statements, including depreciation/useful life

## **GOODHUE COUNTY BOARD OF COMMISSIONERS**

SCOTT SAFE  
1<sup>st</sup> District  
1739 W. 5<sup>th</sup> 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 County 8 Blvd  
Zumbrota, MN 55992

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

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

This new policy does not impact departments in any significant way, either during the budgeting or voucher payment process; the policy is meant to provide additional guidance related to all parts of the capital asset life cycle.

Capital Planning (Revised): While the overall purpose of the policy did not change, there were several significant updates to the policy that improved accuracy of information, additional details on items to be included in the plan and processes for working with the plan:

- Updated scope to more accurately define items to be included in the capital plan – all fixed assets and certain other items that are either sensitive in nature, must be tracked for insurance purposes or require significant periodic outlays for replacements.
- Clarified the role of each year of the capital plan – the first year being the basis for the current year budget and the other years for planning purposes only – and the process for changes to/deviations from the plan
- Provided estimated life cycle details for the majority of items that would appear in the plan

Investments (Revised): Significant changes include adding references to internal control policies and further detailing the allowed portfolio percentages of different investment holdings.

Debt (Revised): No significant changes were made to the existing policy.

## **NEXT STEPS**

- Finalize policy drafts for the policies presented here: Fixed Assets, Capital Planning, Investments and Debt
- Finalize draft of Fund Balance policy (discussed at Committee of the Whole 3/5/19)
- Begin revision/drafting of remaining policies, including purchasing, grants and other financial reporting policies
- Present final drafts of all significant policies to the Board no later than the end of the 2<sup>nd</sup> quarter (June 2019).
- Revise policies as presented to board (if necessary)
- Develop detailed monitoring plan for newly developed/revised policies, including timeline, metrics, etc.
- Continue research and development of any remaining existing policies and policies that need full development (those that the county does not currently have).

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# FINANCIAL POLICIES

**\*\*Draft\*\***



Adopted: October 4, 2005  
Amended: June 4, 2019

*To effectively promote the safety, health and well-being of our residents*

## Introduction

These financial policies set forth the basic framework for the overall fiscal management of Goodhue County. With ever changing circumstances and conditions, these policies assist the decision-making process of the County Board and the administration of County affairs. These policies provide guidelines for evaluating both current activities and proposals for future programs.

Most of the policies represent long-standing principles, traditions and practices which have guided the County in the past and have helped maintain financial stability over the years. These policies shall be reviewed biannually and changed when authorized by County Board action.

# Fixed Asset Policy

## 1. Purpose

The purpose of this policy is to ensure that the County's assets are properly recorded, maintained, controlled and accounted for.

## 2. Scope

This policy applies to all capitalized assets and certain non-capitalized assets.

Capital assets are items that have a useful life of greater than one year and have an initial cost of at least \$5,000. Specific criteria for different asset capital asset classes are listed below.

Certain assets that do not meet these criteria must also be tracked because of their sensitive nature or to meet insurance coverage requirements. Examples include computers and firearms. Additional information on these assets can be found in the Capital Planning policy.

## 3. Capital Asset Criteria

For reporting purposes, assets are grouped into several categories, by similarities in asset characteristics, costs to be included and useful lives. Assets are depreciated for a period of between 3 and 75 years, depending on asset category and asset type. In general, the cost of an asset includes all initial costs directly identifiable to an asset that are required to put the asset into service and are incurred after the decision to purchase or construct the asset was determined to be probable. Costs incurred subsequent to the initial purchase/construction of an asset are capitalized only if the costs significantly improve the utility of the asset, by significantly extending its useful life of by increasing that asset's effectiveness or efficiency. Expenditures for routine repair and maintenance should be expensed. Donated assets are recorded at acquisition cost as of the date of donation.

Equipment – includes furniture, equipment and vehicles. Cost includes initial purchase price, including delivery, taxes and set-up expenses.

Buildings & Building Improvements – either purchased or constructed. If purchased, cost is the purchase price, including all closing costs. Renovation costs (either as part of the original building or as a separate building asset) could also be included if these costs are necessary to get the building ready for use. If constructed, see CIP section for cost details. Building improvements would ramps, structural modifications due to changes in code requirements and significant remodeling of space in the structure.

Infrastructure – includes public infrastructure such as roads and bridges. See CIP section for cost details. Additionally, bridge construction costs should include approach, signage, sidewalk and lighting costs. Costs for road or bridge overlays are not capitalizable and should be expensed unless the overlay provides a significant extension in the road or bridge's useful life or if it significantly increases the usefulness or utility of the road or bridge.

Construction in Progress – used to track and collect costs of multi-year projects. Includes all constructions costs, including design, engineering, materials purchases and contractor payments. Costs are moved to the appropriate asset category once the project is substantially completed and the asset is put into service. Only costs incurred after the project is considered probable should be capitalized – costs such as feasibility studies and costs to determine final site location should be expensed.

Land – costs include purchase price, including appraisal fees, closing fees and legal expenses. Costs also include other expenses necessary to get the land ready for use, such as structure demolition and site cleanup.

Land Improvements – examples include trails and parking lots. See CIP section for cost descriptions.

Right-of-Way – permanent easements or deeded property. Costs include those described under Land, and can also include relocation fees.

Software – includes internally-developed software and significantly developed external software (for example, a multi-year project to design, customize and test a financial software package specific for the needs of the County). Allowable costs include the purchase of any software (not a license – this is expensed) and any application development-related costs incurred after the project/purchase has become probable. Costs incurred after the software is in service are not capitalized – e.g. training.

#### **4. Additions**

Purchased assets are added when they are paid for, as this reasonably approximates when they are put into service. Constructed, or project, assets are recorded on the date they are substantially completed, that is, when they are considered usable. Unlike with purchased assets, all costs may not have actually been paid for at the time a constructed asset is recorded.

#### **5. Disposals**

When an asset is no longer being used by the County, it should be disposed of. Disposal may be warranted due to obsolescence, trade-in for a newer asset, theft, or unrepairable damage. Disposal can take place via several methods, including discarding and sale. Any sales of disposed assets should be done through public auction and proceeds from those sales should be deposited in the fund from which the items were originally purchased. Board approval is required prior to placing an item into public auction. All asset disposals must be reported to the Finance department and should include the asset description, tag # (if applicable), disposal date and amount of any proceeds (sales, insurance, etc.).

#### **6. Impairments**

Capital assets that experience significant and unexpected loss of service utility – but not total destruction – are considered to be impaired. Impaired assets are reasonably expected to be put back into service – they are not permanently disabled. Impairment can occur due to such things as serious physical damage or technological/regulatory developments. Costs incurred to restore the asset's previous service capacity should be capitalized and added to the loss-adjusted value of the existing asset.



## 7. Transfers

When an asset is transferred from the original purchasing department to another department, this transaction should be recorded in the County's asset management system. All transfers should be reported to the Finance department. Accurate asset location information is important for the periodic inventory verification process.

## 8. Leased Assets

Under current accounting guidance, certain leased equipment/facilities may require capitalization. Criteria for capitalization include least term/length, lease renewal options, lease payment amounts and the characteristics of the item being leased. Under new accounting rules that are effective for fiscal year 2020, the actual leased asset will no longer be accounted for; instead an intangible asset that represents the right to use the leased asset will be recorded. Departments should contact Finance if a new lease is being considered.

## 9. Depreciation & Useful Lives

All capital assets will be depreciated using the straight-line method, with the following useful life ranges for each category. If an asset is put into service or disposed of mid-month, depreciation will be recorded for the entire first/last month (whole month approach). Land and Right-of-Way assets have indefinite lives; Construction-in-Progress assets are not yet in service – both categories are not depreciated.

<b>Asset Class</b>	<b>Useful Life (years)</b>
Equipment	3 – 20
Land Improvements	5 – 20
Buildings	25 – 50
Building Improvements	20 – 50
Infrastructure	25 – 75
Land	Not depreciated (Indefinite life)
Right-of-Way (ROW)	Not depreciated (Indefinite life)
Construction-in-Progress CIP)	Not depreciated

## 10. Inventory

All capital assets should be tagged with an identifying number unless the asset does not permit affixing such a tag. This applies mainly to equipment items. Periodic inventory/physical counts will be conducted to ensure that all capital assets exist, are in usable condition and are reported in the correct department. The existence/condition of building and infrastructure assets should be reviewed periodically by departments as part of the capital planning process.

## 11. Reporting

Capital assets and associated accumulated depreciation are reported in the Statement of Net Assets. Depreciable assets are reported separately from non-depreciable assets (land, CIP, ROW). Depreciation expense is reported in the specific function to which the associated asset

relates, on the Statement of Activities. As part of the reporting process, Finance will provide an asset listing to departments at least annually to review for accuracy and completeness.

## 12. Responsibilities

### Finance

- Maintain policies/procedures to ensure integrity of fixed asset information
- Coordinate periodic inventory
- Process all updates in RAM – adds, deletes, transfers
- Prepare all financial statements and audit schedules

### Departments

- Ensure that all assets are utilized only for appropriate public use
- Accurate/timely submission of payment documents and other asset addition information
- Submission of asset impairment/disposal information
- Participate/assist in periodic physical inventory

### IT

- RAM functionality/updates

# Capital Planning Policy

## 1. Purpose

A properly prepared capital plan is essential to the future health of an organization and continued delivery to services to citizens and businesses. Goodhue County will prepare and adopt a comprehensive, fiscally sustainable, Five-Year Capital Plan to ensure effective management a smooth process of capital assets. A prudent Capital Plan identifies and prioritized expected needs based on a strategic goals, establishes project scope and costs, details estimated amounts of funding from various sources. This ensures that capital expenditures are well planned and enable the County to add or replace capital items when needed, without requiring significant fluctuation in property tax levy. It is extremely difficult for governments to address the current and long-term needs of their citizens and businesses without a sound multi-year Capital Plan that clearly identifies capital needs, funding options, and operating budget impacts.

## 2. Scope

This policy applies to all fixed assets as defined in the Fixed Asset policy, as well as certain other items that are either sensitive in nature (computers, firearms) and/or require significant periodic outlays for replacements (sheriff's radios, computers).

The Capital Plan identifies the timing and financing of all capital items including such things as land purchases; road infrastructure and bridges; building replacement and repairs; automobiles; and equipment and technology needs. The Capital Plan outlines the assets and revenue sources to then be incorporated into the General Fund and Capital Fund in order to establish a cohesive budgetary process.

## 3. Capital Budget

- a. Goodhue County will develop a Five-Year Capital Plan for all capital equipment and improvements and update the Plan annually.
- b. All departments, funds, and funding sources are included in the Five-Year Capital Plan.
- c. All Capital Plan expenditures shall include all fixed assets, as outlined in the Fixed Asset Policy, and improvements in the amount of or equal to \$1,000 with a life expectancy of three years or more regardless of funding source.
- d. As resources are available, the most current year of the Capital Plan will be incorporated into the current year operating budget. Years two through five of the Capital Plan are for planning purposes only and will incorporate anticipated future capital needs due to changes in population, economic base and real estate development.
- e. The County will coordinate the development of the Capital Plan with development of the General Fund Budget. Preference would be to address the Capital Plan prior to the adoption of the General Fund in order to meet delivery times for certain acquisitions.

Future operational costs associated with new capital items will be projected and included in operating budget forecasts.

- f. The County will identify the estimated costs and potential funding sources for each capital expenditure proposal before it is submitted to County Board for approval. The operating costs to maintain capital items shall be considered prior to the decision to undertake the capital expenditure.
- g. Capital expenditures will receive a higher priority if they meet at least some of the following criteria:
  - 1. Mandatory Project
  - 2. Maintenance project (approved replacement schedules)
  - 3. Project improves efficiency
  - 4. Broad extent of usage
  - 5. Length of expected useful life
  - 6. Positive effect on operating and maintenance costs
  - 7. Availability of state/federal grants
  - 8. Elimination of hazards (improves public safety)
  - 9. Prior commitments
  - 10. Replacement due to disaster or loss
  - 11. Do not duplicate other public and/or private services or facilities
  - 12. Project provides a new service
- h. Each year, the Capital Plan will be prepared by Finance, working in conjunction with other departments and will be presented to the Management Team for review. The Plan will then be presented to the County Board for approval. Any departures from the current year of the Capital Plan, as incorporated in the approved budget, must be approved following the guidelines in the County's purchasing policy. Changes to subsequent years of the Plan will be addressed when the full Plan is updated and presented to the Board in the following year.

#### **4. Vehicle and Equipment Replacement**

- a. The County will project its equipment replacement needs as part of its Capital Plan. Vehicle and equipment replacement is based on several factors including mileage, hours, reliability, maintenance and repair costs, and age.
- b. The Capital Plan provides for the orderly replacement and most cost-effective method to maintain its fleet while minimizing the annual fluctuations in expenditures from the operating funds.
- c. Computer equipment is often below the capitalization threshold but includes items that are sensitive in nature. Therefore, the County will maintain an inventory of computer equipment and update it as part of the Capital Plan.
- d. Other items such as firearms, mobile radios, defibrillators, and Tasers often fall below the capitalization threshold but are purchased in large quantities and are sensitive in nature. Therefore, the County will maintain an inventory of these items and update it as part of the Capital Plan.

- e. The County will attempt to obtain the highest sale value of its used vehicles and equipment. This may be achieved through trade-in, sale, or auction and any proceeds shall be applied to the Capital Fund.
- f. The County understands that to be consistent throughout the County and in an effort to maximize the useful life out of the County's assets, the County will adhere to the following Capital Plan Replacement Schedule Guidelines to the best of its ability. Each item shall be given a classification code in accordance with the Minnesota Counties Intergovernmental Trust valuation. The County understands that not all assets will operate or last through its estimated lifecycle and some pieces will need to be replaced or traded in prior its scheduled time. The County further understands that the following are simply guidelines for budgetary and planning purposes.

**Capital Plan Replacement Schedule Guidelines:**

Asset Type	Estimated Lifecycle	
	Years	Miles/Hours
<b>Land Purchases &amp; Improvements</b>	Open	
<b>Infrastructure</b>		
Roads	+/- 50	
Bridges	+/- 75	
Trails, Sidewalks, & Curb	15-25	
<b>Buildings</b>		
Concrete Buildings	50	
Maintenance Facilities, Garages, Shops, Barns	30	
Storage Sheds and Shelters	30	
Wood Framed Construction	20	
Office Buildings	20-50	
Building Improvements – determined case by case	20-50	
Parking Lots, Lighting, Landscaping, Fencing, etc.	5-20	
Communication Equipment: Radio Towers	15-20	
HVAC Systems – Heating, Ventilation, Air Conditioning	10-20	
Roofing	10-20	
Elevators	15-20	
Carpet Replacement	5-7	
Electrical and Plumbing	30	
Office Furniture	5-30	
Kitchen Equipment - Appliances	10-15	
<b>Motor Vehicles &amp; Trailers</b>		
Automobiles	3-5	100,000 mi.
Squad Cars	4-5	100,000 mi.
Pickup Trucks	10	
Other Vehicles	3-10	
Two Wheel Drive Trucks less than 14,630 lbs.		100,000 mi.
Two Wheel Drive Trucks 14,630 - 27,650 lbs.		100,000 mi.
Two Wheel Drive Trucks over 27,650 lbs.		150,000 mi.
Trailers	10-25	
<b>Inland Marine – Contractors Equipment</b>		

Tandem Snowplow Trucks	14	150,000 mi.
Motor Grader	15	8,000 hrs.
Loader, Backhoe	15	4,000 hrs.
Bulldozer, Excavator, Mowing Tractor	15	3,000 hrs.
Crawler Dozer	15	2-3,000 hrs.
Skidder	15	2,000 hrs.
Ground Equipment – Mowers, Tractors, Blowers & Attach.	7-10	
Custodial Equipment – Sweeper, Floor Scrubber, Vacuums	12	
<b>Miscellaneous Personal Property Equipment, EM</b>		
Boats	10	
Ballistic Vests (expiration date)	5	
Tasers (expiration date)	5	
Defibrillators (expiration date)	12	
Other Equipment	5-15	
<b>Electronic Data Processing Equipment</b>		
Computers	1-5	
Communications Equipment: Mobile & Portable Radios	10	
Office and Telephone equipment	5-20	

# INVESTMENT POLICY

## 1. Purpose

The purpose of the Investment Policy is to set forth the investment objectives and parameters for the management of public funds of Goodhue County. This investment policy is designed to safeguard all funds on behalf of the County, assure the availability of operating and capital funds when needed, ensure compliance with applicable Minnesota statutes, and to provide a competitive investment return.

## 2. Scope

The Investment Policy outlines the investing philosophy and practices of Goodhue County and has been developed to serve as a reference point for the management of County assets. It is the policy of the County to implement the Investment Program that invest all financial assets in a manner which will provide the highest investment return with minimum risk while meeting the daily cash flow demands and debt service requirements of the County and conforming to all federal, state and local regulations governing the investment of public funds. Investment portfolio risk will be minimized to ensure that liquidity and marketability are maintained. The County will invest in securities that match the County's cash flow needs and debt service requirements.

## 3. Prudence

Investments shall be made with judgment and care, under circumstances existing at the time the investment is made, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering probable safety of their capital as well as interest yield to be derived.

The standard of prudence to be used by investment officials shall be applied in the context of managing the overall portfolio. Investment officers acting in accordance with written procedures and the Investment Policy and exercising due diligence shall be relieved of personal liability for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse situations. Investment procedures developed by the Finance Department must be complied with by those with access to and management responsibilities for County investments.

## 4. Management of Investments

Management responsibility for the Investment Program is hereby delegated to the Finance Director, who shall establish written procedures for the operations of the Investment Program consistent with this Investment Policy. No person may engage in an investment transaction except as provided under the terms of this Policy and the procedures established by the Finance Director. The Finance Director shall be responsible for all investment transactions and shall abide by the system of controls to regulate the activities of subordinate officials.

The Finance Director, with assistance from finance department staff, monitors performance of the investment portfolio and ensures that proper internal controls are developed to

safeguard investments assets. Internal Control Procedures shall include reference to: safekeeping, delivery versus payment, investment accounting, Public Securities Association repurchase agreements, wire transfer agreements, collateral/depository agreements and banking service contracts. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions.

The Investment Program shall be operated in conformance with federal, state, and other legal requirements. Authority to manage the County's investment program is derived from the following:

- Minnesota Statutes 118A, Municipal Funds
- Goodhue County Resolution ....
- The designations within this Policy as adopted.

## 5. Investment Objectives

The County will attempt to match its investment maturities with anticipated cash flow liquidity demands (static liquidity). Because of the inherent difficulties in accurately forecasting cash flow requirements, a portion of the portfolio should be continuously invested in readily available funds such as local government investment pools, money market funds, or overnight repurchase agreements to ensure that appropriate liquidity is maintained to meet ongoing obligations.

The Investment Program will be designed to obtain a market average rate of return during budgetary and economic cycles, taking into account the County's investment risk constraints and cash flow needs. The County will strive to have at least 92% of its cash funds earning interest. The primary objective of Goodhue County's investment activities shall be:

- a. **Safety** – Safety of principal is of critical importance to the investment program. Investments of the County shall be undertaken in a manner that seeks to ensure the preservation of principal in the overall portfolio. The objective will be to mitigate credit risk and interest rate risk.
  1. **Credit Risk** – the risk of loss due to failure of the security issuer or backer, will be minimized by:
    - Limiting investments to the type of securities listed in Section 7 of this investment policy.
    - Diversifying the investment portfolio as outlined in Section 8 so that the impact of potential losses from any type of security or from any one individual issuer will be minimized.
  2. **Interest Rate Risk** – the risk that the market value of securities in the portfolio will fall due to change in market interest rates, will be minimized by:
    - Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity.



- Investing operating funds primarily in shorter-term securities, money market mutual funds, or similar investment pools and limiting the average maturity of the portfolio in accordance with this policy.
- b. **Liquidity** – The County’s investment portfolio will remain sufficiently liquid to enable the County to meet all operating requirements that might reasonably be anticipated. The portfolio will be structured so that securities mature concurrent with cash needs to meet anticipated demands (static liquidity). Furthermore, since all possible cash demands cannot be anticipated, the portfolio should consist largely of securities with active secondary or resale markets (dynamic liquidity). Alternatively, a portion of the portfolio may be placed in money market mutual funds, overnight repo or commercial paper accounts, or local government investment pools which offer same day liquidity for short-term funds.
  - c. **Return on Investment** – The County’s investment portfolio shall be designed with the objective of attaining a market rate return. The core of investments is limited to low-risk securities in anticipation of earning a fair return relative to the risk being assumed. Securities shall generally be held until maturity with the following exceptions:
    - A security with declining credit may be sold early to minimize loss of principal.
    - A security swap would improve the quality, yield, or target duration in the portfolio.
    - Liquidity needs of the portfolio require that the security be sold.

## 6. Authorized Investment Institutions and Dealers

Goodhue County will conduct investment transactions only with authorized broker/dealers that have met the following criteria:

- a. They act as primary or regional dealers that qualify under Securities & Exchange Commission Rule 15C3-1(Uniform Net Capital Rule).
- b. Submit annually to the Finance Director a Minnesota State Auditor Broker Certification Form.

All broker/dealers relationships, providing they meet the above requirements, will be approved by the County Board and maintained at the discretion of the Finance Director. The County will maintain no less than two broker /dealers in order to seek to diversify and allow for comparable quotes on investment transactions.

Goodhue County may enter into contracts with third-party investment advisory firms when their services are deemed to be beneficial to the County’s Investment Program. The contract must be reviewed and approved by the County Board. The advisor must comply with this Investment Policy.

## 7. Authorized Depositories

Based on the investment objectives as defined in this policy, the County will limit its investments to the following types of securities:

- a. **United States Securities** including bonds, notes, bills, mortgages or other securities which are direct obligations or are guaranteed or insured issues of the United States, its agencies, its instrumentalities, or organizations created by an act of Congress. Mortgage-backed securities that are defined as high risk or in certificates of deposit secured by letters of credit issued by federal home loan banks are not permissible investments.
  - General obligation bonds of state or local governments rated A or better by a national bond rating services.
  - Revenue obligations of state or local governments rated AA or better by a national bond rating agency.
  - General obligation bonds of the Minnesota Housing Finance Agency rated A or better by a national bond rating service.
  - General obligations of the Housing Finance Agency of any state rated AA or better and if it includes the moral obligation of the state.
- b. **Certificates of Deposits (Time Deposits)** that are fully insured by the Federal Deposit Insurance Corporation (FDIC).
- c. **Bankers Acceptances** of United States banks, eligible for purchase by the Federal Reserve System, that mature in 270 days or less. Evaluation of the financial strength of the accepting bank is necessary through purchasing acceptances only from banks with a minimum A (very strong bank) rating by a nationally recognized rating agency.
- d. **Commercial Paper** issued by United States corporations or their Canadian subsidiaries that is rated A-1, P-1, or F-1 or better by at least two nationally recognized rating agencies and matures in 270 days or less.
- e. **Money Market Mutual Funds** which are rated Aa or higher, by at least one nationally recognized statistical rating organization, invests in securities with a final maturity no longer than 13 months, are generally government backed and do not have a floating Net Asset Value (NAV).
- f. **The Minnesota Association of Governments Investing for Counties (MAGIC)** is a local government investment pool that is a joint powers entity for the purpose of allowing Minnesota Counties and instrumentalities of Counties to pool their investment funds to seek the highest possible investment yield, while maintaining liquidity and preserving capital.
- g. **Repurchase Agreements** consisting of collateral allowable in Minnesota Statute, section 118A.04, and reverse repurchase agreements may be entered into with any of the following entities:
  - A financial institution qualified as a “depository” of public funds of the government entity.
  - Any other financial institution which is a member of the Federal Reserve System and whose combined capital and surplus equals or exceeds \$10,000,000.

- A primary reporting dealer in the United States government securities to the Federal Reserve Bank of New York.
  - A securities broker-dealer licensed pursuant to chapter 80A, or an affiliate of it, regulated by the Securities and Exchange Commission and maintaining a combined capital and surplus of \$40 million or more, exclusive of subordinated debt.
  - Reverse agreements may only be entered into for a period of 90 days or less and only to meet short-term cash flow needs. In no event may reverse repurchase agreements be entered into for the purpose of generating cash for investments, except as stated in Minnesota Statute, section 118.04, Subd. 3. State and local securities.
- h. **Securities Lending Agreements.** Securities lending agreements, including custody agreements, may be entered into with a financial institution meeting the qualifications of Minnesota Statute, section 118A subdivision 2, clause (1) or (2). Securities lending transactions may be entered into with entities meeting the qualifications of subdivision 2 and the collateral for such transactions shall be restricted to the securities described in section 118A.05 Subd.3 and section 118A.04.
- i. **Guaranteed Investment Contracts.** Agreements or contracts for guaranteed investment contracts may be entered into if they are issued or guaranteed by United States commercial banks, domestic branches of foreign banks, United States insurance companies, or their Canadian subsidiaries, or the domestic affiliates of any of the foregoing. The credit quality of the issuer's or guarantor's short and long-term unsecured debt must be rated in one of the two highest categories by a nationally recognized rating agency. Should the issuer's or guarantor's credit quality be downgraded below "A", the government entity must have withdrawal rights.
- j. **Mortgage-backed Securities,** which include any collateralized mortgage obligations (CMOs) or real estate mortgage investment conduits (REMICs) that pass a three tier Federal Financial Institution Examination Council (FFEIC) stress test which includes the following:
- No average life > 10years.
  - Security may not be shorter than 6 years in a down 300 basis points parallel shift in interest rates nor lengthen more than 4 years in an up 300 basis point shift in rates.
  - Price cannot change more than 17% in a +/- 300 basis point shift.

## 8. Diversification

The County will substantially reduce the risk of loss by diversifying its investments by investment instrument, type, issuer, and maturity scheduling. A majority of the County's reserve funds will be invested in securities maturing in 5 years or less, with no more than 10% of the County's reserve funds being invested in securities maturing 10 years or more. Portfolio maturities shall be staggered to avoid undue concentration of assets within a specific sector and timeframe. Maturities selected shall provide for stability of income and reasonable liquidity. To comply with the principle of proper financial diversification, the following percentage guidelines are set forth with regard to eligible securities to be used at the time of purchase of each security investment:

a) US Government Obligations	100%
b) US Federal Agency Securities	100%
c) FDIC – Insured Certificates of Deposit	100%
d) MAGIC Funds	50%
e) Municipal Bonds/Other Obligations	40%
f) Commercial Paper	10%
g) Repurchase Agreements	10%
h) Overnight excess cash deposit (sweep)	as needed

## 9. Safekeeping and Custody of Securities

Investments, contracts, and agreements may be held in safekeeping with:

- a. Any Federal Reserve Bank.
- b. Any bank authorized under the laws of the United States or any state to exercise corporate trust powers including, but not limited to, the bank from which the investment is purchased.
- c. Primary reporting dealer in the United States government securities to the Federal Reserve Bank of New York.
- d. A securities broker/dealer licensed under chapter 80A, or an affiliate of it, and regulated by the Securities and Exchange Commission; provided that the government entity's ownership of all securities is evidenced by written acknowledgements identifying the securities by the names of the issuers, maturity dates, interest rates, CUSIP number, or other distinguishing marks.
- e. The County's ownership of all securities in which the fund is invested should be evidenced by written acknowledgements identifying the securities by:
  - The names of the issuers.
  - The maturity dates.
  - The interest rates.
  - Any serial numbers or other distinguishing marks.

The County may NOT invest in securities that are both uninsured and not registered in the name of the County and are held by either the counterparty or the counterparty's trust department or agent, but not in the name of the County.

## 10. Collateralization

Collateralization will be required on the following types of investments:

- a. Certificates of Deposits (Time Deposits) / Demand Deposits > \$250,000.
- b. Repurchase agreements (for investments held beyond seven days).
- c. Bank Deposits held over \$250,000 in each institution.

In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be 110% of market value of principal and accrued interest. The

underlying securities will be subject to periodic (monthly) market valuations to ensure there is no market exposure.

The County chooses to limit collateral to the authorized forms as follows:

- a. U.S. Government Treasury Bills, Treasury Notes, and Treasury Bonds;
- b. Issues of U.S Government agencies and instrumentalities as quoted by a recognized industry quotation service available to the County;
- c. General obligation securities of any state or local government with taxing powers which is rate "A" or better by a national bond rating agency service, or revenue obligation securities of any state or local government with taxing powers which is rate "AA" or better by a national bond rating service;
- d. Irrevocable standby letters of credit issued by Federal Home Loan Banks to a municipality accompanied by written evidence that the banks public debt is rated "AA" or better by Moody's Investors Service, Inc.; or Standard & Poor's Corporation; and
- e. Time deposits that are fully insured by the Federal Deposit Insurance Corporation.

For cash deposits on hand collateral will always be held by an independent third party with whom the entity has a current custodial agreement. Clearly marked evidence of ownership (safekeeping receipt) must be supplied by the entity and retained. Collateralization shall be in the form of specific securities held for the County. The only exceptions are federal Depository Insurance Corporation (FDIC), Securities Investor Protection Corporation (SIPC) and pre-approved insurance coverage. The County may collateralize its repurchase agreements using longer-dated investments not to exceed 5 years to maturity. The right of collateral substitution is granted, subject to approval from the Finance Director or their designee.

## 11. Internal Controls

The Finance Director is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the County are protected from loss, theft or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of the costs and benefits requires estimates and judgments by management.

Accordingly, the Finance Director shall have the Investment Policy and Internal Control Procedures reviewed annually by an independent auditor to assure compliance. The internal controls shall address the following points:

- a. Control of collusion. Collusion is a situation where two or more employees are working in conjunction to defraud the employer.
- b. Separation of transaction authority from accounting and recordkeeping. By separating the person who authorizes the recording of the journal transaction from the person who performs the purchase of the transaction, a separation of duties is achieved.
- c. Custodial safekeeping. Securities purchased from any bank or dealer including appropriate collateral (as defined by State law) may be placed with an independent third party for custodial safekeeping.

- d. Avoidance of physical delivery of securities. Book entry securities are much easier to transfer and account for since actual delivery of a document never takes place. Delivered securities must be properly safeguarded against loss or destruction. The potential for fraud and loss increases with physically delivered securities.
- e. Clear delegation of authority to subordinate staff members. Subordinate staff members must have a clear understanding of their authority and responsibilities to avoid improper actions. Clear delegation of authority also preserves the internal control structure that is contingent on the various staff positions and their respective responsibilities.
- f. The addition of new accounts to the approved wire and electronic transfer list shall require written authorization of the Finance Director and shall be reviewed by the County Board.
- g. Development of a wire or electronic transfer agreement with the lead bank or third party custodian. This agreement should outline the various controls, security provisions, and delineate responsibilities of each party making and receiving wire or electronic transfers.

## **12. Reporting**

The Finance Director is charged with the responsibility of preparing a quarterly investment report that includes a management summary providing an analysis of the current investment portfolio. The County Board shall meet biannually or as needed to review the following:

- a. Review updates and changes to Investment Policy.
- b. Review the overall County investment activities and current portfolio positions.
- c. Evaluate compliance with the investment policy and all investment guidelines
- d. Review selection and authorization of all broker/dealers used for investment transactions.
- e. Review selection and performance of all third-party contracted asset managers.
- f. Evaluate banking services and depositories.
- g. Consider any other matters related the County's investment and banking program.

The County Board shall review, amend if necessary, and approve the Investment Policy every two years at a minimum or as needed.

## **13. Ethics and Conflict of Interest**

Officers and employees involved in the investment process shall refrain from conducting personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Investment officials shall annually disclose to the County Auditor any material financial interests as required by state statute on an annual basis. Officer and employees shall subordinate their personal investment transactions to those of the County, particularly with regard to the time of purchases and sales, and shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the County.

# DEBT POLICY

## 1. Purpose

To provide guidelines for the County to adhere to prior to issuing debt. There are no absolute rules or formulas in determine the level of County debt. Each situation requires a thorough review of the County's debt positions, financial health and economic forecast. In addition, the purpose is to:

- a. Define the role of debt in the County's total financial strategy to avoid using debt in a way that weakens other parts of the financial structure of the County.
- b. Provide for limits on debt to avoid potential pitfalls in servicing the debt.
- c. Maintain a credit rating of A1 or higher. The County currently holds an Aa2 Credit Rating from Moody's Investors Service.

## 2. Policy

In developing, offering and administering it debt obligations, Goodhue County will adhere to the following guidelines:

- a. The County will not use short-term borrowing to finance operating needs except in the case of an extreme financial emergencies which is beyond the County's control or reasonable ability to forecast.
- b. The County may only use long-term debt financing when all of the following conditions exist:
  1. When non-recurring capital improvements are desired, and
  2. When it can be determined the future citizens will receive a benefit from the improvement, and
  3. When the cost benefit of the expenditure, including interest cost, is positive.
- c. The issuance of long-term debt is generally limited to capital expenditures that cannot be financed from current revenues or resources. Exceptions will usually involve an unforeseen liabilities. For purposes of this policy, current resources are defined as that portion of fund balance in excess of appropriate required reserves and designations.
- d. Every effort will be made to limit the payback period of the bonds or notes for capital related borrowing to the estimate useful life of the capital asset constructed or purchased.
- e. The County will try to keep the average maturity of general obligation bonds at or below ten years.
- f. Total general obligation debt shall not exceed two percent (2%) of the market value of taxable property. According to MN Statutes 475.53, Subd. 1, Limit on debt; debt shall be limited to 3% of the estimated market value.

- g. The Finance Director will inform the County Board of potential debt refinancing which may become possible due to such things as market changes or legislative decisions.
- h. The maintenance of the best possible credit rating shall be a major factor in all financial decisions.
- i. The County will maintain good communications about its financial condition with credit rating agencies.
- j. The County will conservatively project the revenue sources that will be utilized to repay the debt (i.e. taxes for G.O. debt are levied at 105% of the required debt service).
- k. In considering a total debt load beyond \$20,000,000 the County will have a financial analysis performed prior to approving the debt.
- l. Refunding and advance refunding opportunities will be monitored and action taken when determined financially advantageous.
- m. Debt will be issued based on needs identified in the Capital Plan to minimize fluctuations in the annual levy committed to advance and maintain the infrastructure of the County.
- n. The County will follow a policy of full disclosure in the annual Financial Statements and official statement.



# GOODHUE COUNTY DEPARTMENT OF PUBLIC WORKS



**Gregory Isakson, P.E.**  
**Public Works Director/County Engineer**

HIGHWAYS ♦ PARKS ♦ SOLID WASTE

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TO: Honorable County Commissioners  
Scott Arneson, County Administrator

FROM: Greg Isakson, Public Works Director

RE: 16 Apr 19 County Board Meeting  
**Municipal CSAH Construction Balance**

Date: 10 Apr 19

## Summary

It is requested that the County Board approve the attached resolution justifying an excessive balance in the Municipal CSAH Construction Account.

## Background

The County receives County State Aid Highway funds from the Highway User's Distribution Fund. The CSAH construction portion is then split between a municipal construction account (based on the % of our system that is within the municipalities in the County), and the remainder that is in the Regular Construction account.

When the State transfers these funds to the Counties they expect the funds will be spent in a timely manner. For the Municipal Construction Account, the maximum fund balance that can be carried into the next year (without a penalty) is three times the annual apportionment.

Goodhue County's Municipal CSAH Construction Account Apportionment in 2019 was \$369,401. Three times that is \$1,108,203. Based on the current program, it is anticipated that Goodhue County will have \$1,216,489 in the Municipal Construction Account at the end of 2019.

A County can carry over more than the maximum if they have a large municipal project programmed. Goodhue County has the regrading and concrete surfacing of CSAH 6 programmed for 2020 and 2021 and staff is programming the use of \$1,530,000 of Municipal CSAH Construction funds for this project. A resolution from the Board is required to carry over three times the annual apportionment. Without a resolution, the County will lose some CSAH construction funds.

## Alternatives

- Approve the attached resolution.
- Revise and approve the attached resolution.
- Take no action and lose CSAH construction funds.

## Recommendations

It is the recommendation of staff that the Board approve the attached resolution justifying an excessive balance in the Municipal CSAH Construction Fund.

**BOARD OF COUNTY COMMISSIONERS  
GOODHUE COUNTY, MINNESOTA**

Date: 16 Apr 2019

---

WHEREAS: The maximum fund balance that can be carried from one year to the next in a County's Municipal CSAH Construction Account, without a Needs deduction, is three times the annual apportionment.

WHEREAS: This maximum can be exceeded, without a Needs deduction, if justified by a County Board Resolution.

WHEREAS: Goodhue County's 2019 Municipal CSAH Construction Account apportionment was \$369,401, and three times that is \$1,108,203.

WHEREAS: Goodhue County is anticipating a Municipal CSAH Construction Account balance exceeding \$1,216,000 at the end of 2019.

WHEREAS: Goodhue County has a 2020 project to regrade and a 2021 concrete paving project on CSAH 6 in Zumbrota.

WHEREAS: Goodhue County anticipates to spend \$1,305,000 in 2020 and \$225,000 in 2021 from the Municipal CSAH Construction Account on the above projects.

THEREFORE, LET IT BE RESOLVED THAT: Goodhue County is providing justification to carry over more than three times the 2019 Municipal CSAH Construction Account apportionment in the Municipal CSAH Construction Account at the end of 2019 for use in the construction of the municipal segments of CSAH 6 in Zumbrota in 2020 and 2021.

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State of Minnesota  
County of Goodhue

Safe	Yes	___	No	___
Anderson	Yes	___	No	___
Nesseth	Yes	___	No	___
Majerus	Yes	___	No	___
Drotos	Yes	___	No	___

I, Scott Arneson, duly appointed, qualified and County Administrator of the County of Goodhue, State of Minnesota, do hereby certify that I have compared the foregoing copy of a resolution with the original minutes of the proceedings of the Board of County Commissioners, Goodhue County, Minnesota at their session held on the 16<sup>th</sup> day of April 2019, now on file in my office, and have found the same to be a true and correct copy thereof.

Witness my hand and official seal at Red Wing, Minnesota, this 16<sup>th</sup> day of April 2019.

---

Scott Arneson  
County Administrator

# GOODHUE COUNTY DEPARTMENT OF PUBLIC WORKS



**Gregory Isakson, P.E.**  
**Public Works Director/County Engineer**

HIGHWAYS ♦ PARKS ♦ SOLID WASTE

2140 Pioneer Road  
Red Wing, MN 55066  
PHONE 651.385.3025  
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TO: Honorable County Commissioners  
Scott Arneson, County Administrator

FROM: Greg Isakson, Public Works Director

RE: 16 Apr 19 County Board Meeting  
**Updated County Highway Construction Program**

Date: 10 Apr 19

## Summary

It is requested that the County Board approve the attached updated Five Year County Highway Construction program.

## Background

This revised Highway Construction program is based off the last Five Year County Highway Construction program approved by the Board on 22 Jan 19. It is unusual to have a discussion revising the Construction Program three months after the last discussion, but several new developments warrant another look.

**100<sup>th</sup> Ave:** Staff worked with MnDOT on a 'US 52 Safety, Access, and Interchange Mobility Study' that was completed in 2012. Besides selecting a location for the TH 52 interchange at CSAH 9, this study looked at other access and safety improvements along TH 52 from Cannon Falls down to CR 50. Several of the major recommendations from that study included disconnecting and rerouting CSAH 14 to the roundabouts on CSAH 24 and disconnecting and rerouting CSAH 1 down 100<sup>th</sup> Ave. to CSAH 9.

MnDOT is contemplating the closure of CSAH 1 on both the east and west sides of TH 52 in the design of the 2021 TH 52 SB Regrading project. Access for the residents in the northeast quadrant of this intersection would be a frontage road from CSAH 1. Based on this design, these residents would need to take CSAH 1 east to CR 56 to CSAH 9 to get to TH 52 if they want to use a paved route. MnDOT asked if the County would consider taking over 100<sup>th</sup> Ave and build it in the near future to reduce the length of their paved route to TH 52.

In the past, when asked 'when would the County take over and build 100<sup>th</sup> Ave. as CSAH 1', staff's reply has been: 'When there is need for the project'. If MnDOT's final design includes the access discussed above, that would be an adequate justification for the Board to follow through with converting 100<sup>th</sup> Ave. to CSAH 1 and rebuild it to CSAH standards.

100<sup>th</sup> Ave. is listed in 2025 in the 10 year plan. The recommended updated Five Year Plan has the grading of 100<sup>th</sup> Ave. in 2023. The paving would then follow in 2024 (which is outside the Five Year Plan).

*"To effectively promote the safety, health, and well-being of our residents"*

**Pavement Deterioration:** As we have seen in the past, some of our pavements deteriorate faster than the norm. As we end another long Minnesota winter, staff is concerned with the ability of several pavements to last long enough to reach the year they were programmed for a major repair.

The oil in the top lift of bituminous on CSAH 21 has lost its ability to hold the aggregate together as a pavement. The pavement has 2 inch ruts in the middle of the roadway. Attached are recent pictures of CSAH 21's pavement. Staff is recommending that this project be advanced from 2021 to 2020.

Paving CSAH 9 east of CSAH 2 was recently added to the program and staff is recommending that it be moved up to 2022 due to the condition of the pavement.

**Cost Updates:** Based on current information, final plans and actual costs from last year's work, some of the cost estimates have been updated.

**Funding:** The County will need to advance over \$3 million from State Aid to deliver the 2020 program. The proceeds from the local option sales tax is programmed to cover the County's cost participation for the TH 52 project in 2021.

**Specific revisions to the current program include:**

**2019 Program. CSAH 24 - South East Collector:** Due to a lack of progress with Right of Way acquisition, this project has been moved from 2019 to 2020.

**2020 Program.**

- Add CSAH 24 - South East Collector from 2019.
- Add CSAH 21 from 2021.
- Move CSAH 24 - FDR (CSAH 9 to Br. 25554) back to 2022 due to a lack of funding in 2020.

**2021 Program.** No Change

**2022 Program.**

- Add CSAH 9 from 2023 due to surface deterioration.
- Add CSAH 24 - FDR (CSAH 9 to Br. 25554) which is moved from 2020.
- Move CSAH 2 - Grading (CSAH 5 to TH 61) down to 2023.
- Move CSAH 8 - FDR (CSAH 1 to TH 57) down to 2023.

**2023 Program.**

- Move CSAH 9 to 2022.
- Add CSAH 2 Grading (CSAH 5 to TH 61) from 2022.
- Add CSAH 8 - FDR (CSAH 1 to TH 57) from 2022.
- Add CSAH 1 (100<sup>th</sup> Ave.) to the program.
- Move CSAH 6 - Concrete (CSAH 1 to TH 19) to 2024.

### **Alternatives**

- Revise the program.
- Approve the Five Year Highway Construction program as presented, allowing staff to present the program to the public and prepare plans to deliver projects for construction.

### **Recommendations**

It is the recommendation of staff that the Board discuss and approve the attached Five Year Highway Construction program so staff can work to deliver those projects.

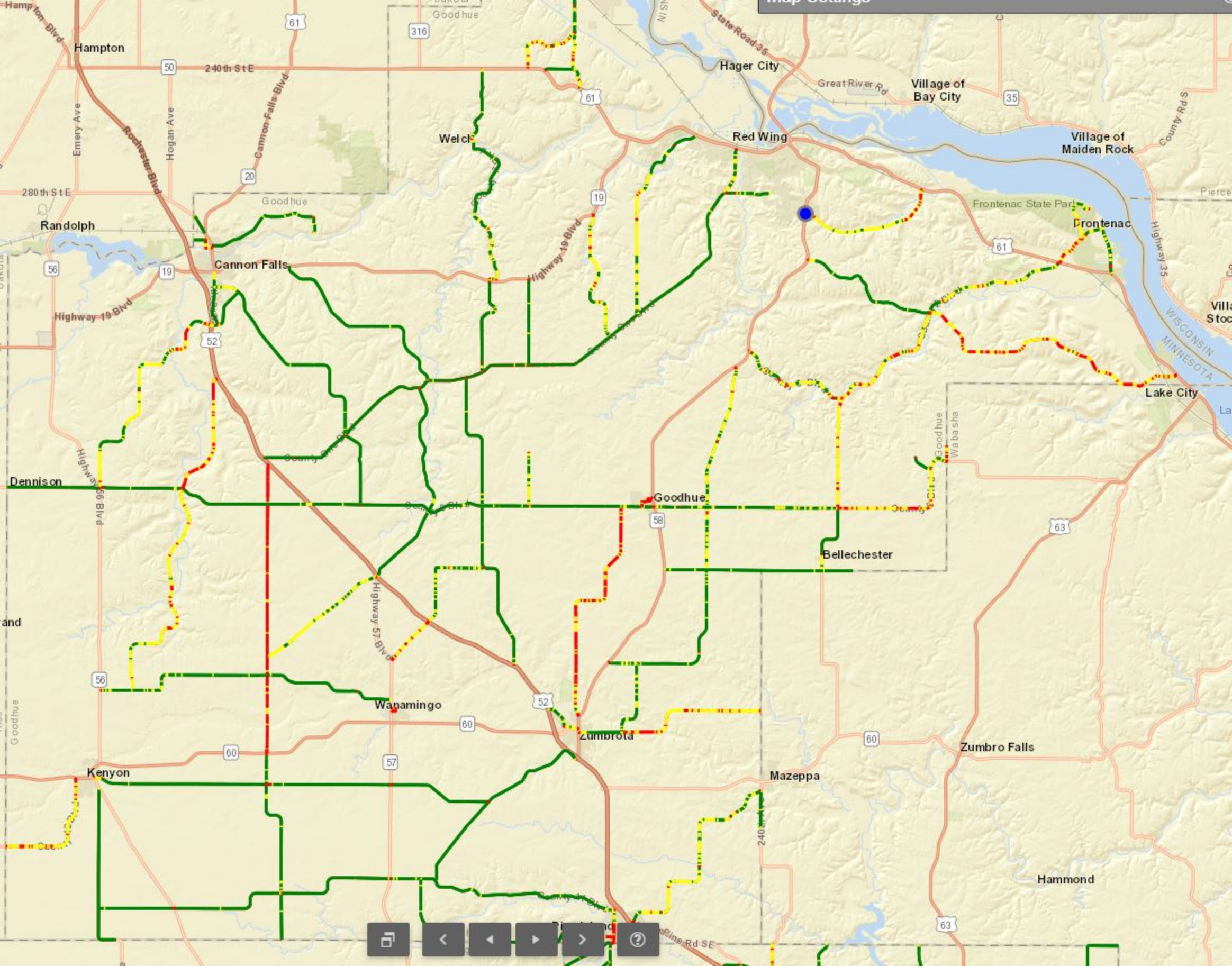




**2019 - 2023 PROPOSED 5-YEAR COUNTY ROAD PROGRAM**

April 16, 2019 Board Meeting

YEAR	ROAD #	TYPE OF PROJECT	TERMINI	LENGTH	EST COST	FUNDING	
2019	CSAH 12	SURFACING	FDR (WCL - TH 60)	4.2	\$1,461,000		
	CSAH 18	SURFACING	FDR (TH 61 - BR PAST CSAH 19)	1.88	\$1,500,000		
	CSAH 19	SURFACING	FDR (TH 61 - CSAH 18)	2.5	\$820,000		
	CSAH 14	CULVERT REPLACEMENT	CSAH 9 - TH 52	4.2	\$205,000		
	CSAH 27	SURFACING	MILL & FILL (WEST SIDE OF PINE ISLAND)	0.2	\$70,000		
	CSAH 62	SURFACING	MILL & FILL (SOUTH CO. LINE TO 0.3 MI. N.)	0.3	\$160,000		
	GCPW	SURFACING	FDR (PARKING LOT)		\$250,000		
	CR 44	REPLACE BR L0521	(State Bridge Bond \$\$\$ If Available)		\$395,000		
<b>TOTAL 2019 PROJECT COSTS</b>					<b>\$4,861,000</b>		
						STATE AID	\$3,723,952
						MUNICIPAL	\$145,000
						LOCAL	\$1,500,000
						MAINTENANCE	\$200,000
						CAPITAL PLAN	\$250,000
						LOST	\$0
						BALANCE FWD	\$2,597,223
							<b>\$8,416,175</b>
2020	* CSAH 6	GRADING	TH 58 - 435TH STREET	1.3	\$1,755,000		
	* CSAH 14	SURFACING	FDR (CSAH 30 - TH 52)	12.4	\$4,340,000		
	* 3rd Avenue	REHAB BR L5391	CANNON FALLS		\$1,500,000		
	CSAH 21	SURFACING (CONC)	CONCRETE PVMT (HIGH SCHOOL - TH 61)	4.4	\$4,000,000		
	CSAH 24	GRADING	CSAH 25 - TH 19	1.1	\$3,400,000		
	CSAH 64	SURFACING	MILL & FILL (CITY OF GOODHUE)	0.7	\$300,000		
<b>TOTAL 2020 PROJECT COSTS</b>					<b>\$15,295,000</b>		
						STATE AID	\$3,723,952
						MUNICIPAL	\$1,305,000
						LOCAL	\$1,700,000
						LOST	\$0
						FEDERAL	\$1,500,000
							<b>\$8,228,952</b>
2021	* CSAH 6	SURFACING (CONC)	INITIAL PAVEMENT (TH 58 - 435TH STREET)	1.3	\$1,950,000		
	* CSAH 8	NEW INTERCHANGE	INTERCHANGE AT TH 52		\$2,000,000		
	* CSAH 14	GRADING & DISCONNECT	TH 52 - CSAH 24		\$4,000,000		
	* CSAH 17	SURFACING	WEST LIM CANNON FALLS - TH 20	0.5	\$175,000		
	CR 45	REPLACE BR 25502	(State Bridge Bond \$\$\$ If Available)		\$550,000		
<b>TOTAL 2021 PROJECT COSTS</b>					<b>\$8,675,000</b>		
						STATE AID	\$3,723,952
						MUNICIPAL	\$1,084,000
						LOCAL	\$1,900,000
						LOST	\$6,000,000
							<b>\$12,707,952</b>
2022	CSAH 9	SURFACING	FDR (CSAH 2 TO ECL)	5.4	\$1,890,000		
	CSAH 24	SURFACING	FDR (CSAH 9 - BR)	6.0	\$2,100,000		
	CR 57	REPLACE BR L0546	(Federal \$\$\$)		\$610,000		
<b>TOTAL 2022 PROJECT COSTS</b>					<b>\$4,600,000</b>		
						STATE AID	\$3,723,952
						LOCAL	\$2,100,000
						LOST	\$2,000,000
						FEDERAL	\$488,000
							<b>\$8,311,952</b>
2023	CSAH 2	GRADING	CSAH 5 - TH 61	4.8	\$6,480,000		
	CSAH 7	SURFACING	FDR (TH 19 - WELCH)	5.6	\$1,960,000		
	CSAH 8	SURFACING	FDR (CSAH 1 - TH 57)	4.4	\$1,540,000		
	* 100TH AVE	GRADING	CSAH 9 - CSAH 1	1.8	\$2,430,000		
<b>TOTAL 2023 PROJECT COSTS</b>					<b>\$12,410,000</b>		
						STATE AID	\$3,723,952
						LOCAL	\$2,100,000
						LOST	\$2,000,000
							<b>\$7,823,952</b>





# GOODHUE COUNTY DEPARTMENT OF PUBLIC WORKS



Gregory Isakson, P.E.  
Public Works Director/County Engineer

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TO: Honorable County Commissioners  
Scott Arneson, County Administrator

FROM: Greg Isakson, Public Works Director

RE: 16 Apr 19 County Board Meeting  
**For Your Information - No Board Action Required**  
**Updated Financial Assurance**

Date: 12 Apr 19

The current Financial Assurance payment required for the Bench St landfill to enter the State's Closed Landfill Program is \$2,845,516.



Office of the

# Goodhue County Sheriff

430 West 6th Street • Red Wing, MN 55066

## Marty Kelly

Adult Detention Center  
651-267-2804

Law Enforcement Center  
Business Hours 651-267-2600  
After Hours 651-385-3155

Fax Number  
651-267-2679

**TO:** County Commissioners

**FROM:** Marty Kelly, Sheriff

**DATE:** April 12, 2019

**RE:** Communications Captain Update

**Summary:**

We have spoken with public safety agencies and public works department within Goodhue County who use the county radio system. We received many of their input and support for the Communications position. We have also met with the employees regarding the changes and the minimal effects this position would have on the day-to-day operations. We have attempted to answer as many of the questions regarding this position as we can.

We are willing to work with Human Resources to adjust the job description and requirements so that licensed and non-licensed candidates are able to apply.

At this time, I am requesting to work with Human Resources in moving forward and to hire a Communications Captain.

Respectfully,

A handwritten signature in black ink that reads 'M. Kelly'.

Marty Kelly  
Goodhue County Sheriff



**Melissa Cushing**  
*Goodhue County Human Resource Director*  
*Goodhue County*

*melissa.cushing@co.goodhue.mn.us*  
 509 W. Fifth St.  
 Red Wing, MN 55066  
 Office (651) 385.3031  
 Fax -- (651) 267.4872

TO: Goodhue County Commissioners

FROM: Melissa Cushing, Human Resource Director

DATE: April 16, 2019

RE: 2019 Staffing Report

Following the updated hiring policy, below are new hires for the months of December to March:

Outgoing Employee	Rate of Pay*	Position	New Employee	Rate of Pay*	Pay Grade/ Step	Hire Date
Bobbi Sinn**	\$19.23	Accounting Technician	Kaitlin Carlson	\$18.92	Step 1	12/03/2018
Jordon Sibell	\$19.56	Detention Deputy	Josee Prudhomme	\$18.61	80.5 / 1	12/17/2018
Kristian Johnson	\$60.00	Sheriff	Marty Kelly	\$65.73	90 / 9	01/07/2019
Jonathan Huneke‡	\$39.24	Chief Deputy	Jeremy Lersfeld	\$45.10	89 / 4	01/07/2019
Joshua Kurtti	\$22.36	Detention Deputy	Dion Stephans	\$19.17	80.5 / 1	01/22/2019
Brian Owens	\$19.56	Detention Deputy	Kristina Anderson	\$19.17	80.5 / 1	01/23/2019
Troy Laver	\$21.98	Highway Equip. Operator	Justin Banks	\$20.57	81 / 1	02/11/2019
Quentin O'Reilly	\$18.61	Detention Deputy	Reed Bartsch	\$19.17	80.5 / 1	02/11/2019
Jen Hofschulte	\$22.05	Detention Deputy	Nikolas Sievers	\$19.17	80.5 / 1	03/04/2019

\*Rate of pay does not include additional compensation factors such as FICA, Medicare, pension and individual benefit elections which are confidential.

\*\*Internal promotion

‡Temporary appointment; returned to previous position.

*"To effectively promote the safety, health, and well-being of our residents"*

**Goodhue County Public Works  
Project Status Report for April 16, 2019**

ROUTE	TYPE OF WORK/PROJECT LOCATION	CURRENT STATUS
	<b>Bidding</b>	
	Solar Request for Proposal	RFP's are being reviewed.
Various	2019 Bituminous Paving CSAH 12, 18, 19, 27, 62	Contract awarded to Rochester Sand & Gravel; July anticipated start of construction.
Various	2019 Aggregate Surfacing	Contract awarded to Kielmeyer Construction, Inc.; June anticipated start of work.
Various	2019 Traffic Marking	Contract awarded to Traffic Marking, Inc.; May anticipated start of work.
CSAH 14	Culvert Replacements CSAH 9 – TH 52	Bid opening scheduled for April 23 <sup>rd</sup> .
	<b>Road Construction</b>	
CSAH 21	Concrete Surfacing TH 58 – 170' East of Eagle Ridge Drive	Construction completed. Project to be finalized with CSAH 1 once it has been completed.
CSAH 1	Concrete Surfacing & FDR TH 60 – TH 52	Traffic marking installed. All road surfacing work complete. Turf establishment will be finalized this spring.
	<b>Maintenance Department</b>	
CR 41	Ditch Cleaning CSAH 7 to TH 19	Minor work remaining. Work to be completed in the spring.
Various	Tree Trimming & Brush Removal	Work started and will continue through the winter season.
All	Flood Impacts	Minor closures and damage to date; watching potential Mississippi River impacts.
	<b>Planning &amp; Studies</b>	
St Paul - Chicago	Great River Rail Commission	Working on a second train between the Twin Cities and Chicago. River route remains the preferred alternative. Commission will continue both its public rail advocacy and to comment on MnDOT's river route process.

ROUTE	TYPE OF WORK/PROJECT LOCATION	CURRENT STATUS
Red Rock Corridor	Commuter Rail Planning (RRC Commission)	The Commission determined Bus Rapid Transit to be the best alternative and has adopted the Final Report. An implementation plan for a future extension of the Bus Rapid Transit (BRT) line to Hastings is in various stages of planning.
Zip Rail Rochester – Twin Cities	High Speed Rail Planning (OCRRA & Mn/DOT)	MnDOT announced their project is “shelved” and no further public work is to be done. A Tier 1 EIS was not completed. A private firm analyzed the feasibility of a zip rail along the same alignment, but their work was non-public and no communication has been made by them for some time.
TH 63	Mississippi River Bridge @ Red Wing (Mn/DOT)	Construction has begun and completion is slated for 2020.

**Subject** Stronger Community Aid program created, truth in taxation process dates amended, and money appropriated

**Authors** Marquart

**Analyst** Alexandra Haigler

**Date** March 19, 2019

## Overview

This bill modifies the dates relating to truth-in-taxation (TNT) and the processes by which local governments set their levies.

This bill also creates the Stronger Community Aid program that is based off the standard measures program currently in law that is administered by the Office of the State Auditor. Under current law, counties and cities may elect to participate in the program by adopting, implementing, and publically reporting on a set of performance measures. In return, the local government receives aid based on a per capita calculation.

This bill expands the current program to require local governments to hold workshop meetings in which the participating local government discusses its selected performance measures. The local government must also discuss at least one measure being implemented at its preliminary and final budget meetings. Participating local governments will receive aid on an increased per capita basis.

## Summary

Section	Description
1	<p><b>Proposed levy.</b></p> <p>This section moves the date that local taxing jurisdictions must certify their proposed levies from September 30 to September 1. This modification requires those levies to be certified roughly 30 days earlier than the current law.</p>
2	<p><b>Overlapping jurisdictions.</b></p> <p>To be consistent with the changes made in section 1, this section modifies the date in which jurisdictions that overlap more than one county must certify their levies. Similar to the changes made by section 1, this modification requires those levies to be certified roughly 30 days earlier than the current law.</p>

Section	Description
3	<p><b>Levy; shared, merged, consolidated services.</b></p> <p>To be consistent with the changes made in section 1, this section modifies the date in which jurisdictions that have consolidated service agreements must certify their levies. Similar to the changes made by section 1, this modification requires those levies to be certified roughly 30 days earlier than the current law.</p>
4	<p><b>Notice of proposed property taxes.</b></p> <p>To be consistent with the changes made in section 1, this section modifies the date in which the county must mail the notice of proposed property taxes (or TNT notice). This modification requires those notices to be mailed roughly 30 days earlier than the current law. Under this modification notices must be mailed between October 15 and October 24.</p> <p>This section also modifies the dates in which counties, cities/townships, and school districts hold their public meeting during which they discuss their budgets and levies. Under this modification meetings must be held after October 24, which is roughly 30 days earlier than under current law.</p>
5	<p><b>Stronger community aid.</b></p> <p>This section establishes the Stronger Community Aid program.</p> <p><b>Subd. 1. Purpose.</b> This subdivision states that the purpose of this aid is to compensate participating local jurisdictions for instituting a performance measurement program and for adding an additional level of transparency to their levy and budgeting process.</p> <p><b>Subd. 2. Duties of the Office of the State Auditor.</b> This subdivision states that it is the duty of the Office of the State Auditor (OSA) to oversee the participation in this aid program. It requires the OSA to provide certain guidance on its website and to certify to the commissioner of revenue each year which cities and counties qualify to receive aid each year.</p> <p><b>Subd. 3. Program performance measures.</b> This subdivision requires a participating jurisdiction to adopt and implement a set of performance measures prescribed by the OSA by June 1 of each year.</p> <p><b>Subd. 4. Citizen budget workshop meetings.</b> This subdivision requires a participating jurisdiction to hold a citizen budget workshop meeting to discuss the selected performance measures and to review and report the results of the measures and compare to previous years when applicable. They are also required to discuss the budget process and budget priorities and receive public input.</p> <p><b>Subd. 5. Preliminary budget meeting.</b> This subdivision requires that at a participating jurisdiction's preliminary budget meeting, a participating jurisdiction identify at least one measure area needing improvement and determine a strategy and plan for its improvement.</p>

Section	Description
	<p><b>Subd. 6. Final budget meeting; resolution.</b> This subdivision requires that at a participating jurisdiction's final budget meeting, the local government must approve a resolution declaring that it met the requirements of the program.</p>
	<p><b>Subd. 7. Certification to the Office of the State Auditor.</b> This subdivision requires that a participating jurisdiction certify to the OSA that it met the requirements of the program by February 1 of the aid distribution year.</p>
	<p><b>Subd. 8. Aid calculation.</b> This subdivision provides the per capita aid calculation for participating local jurisdictions.</p>
	<p><b>Subd. 9. Aid certification and payment.</b> This subdivision requires the OSA to certify to the commissioner of revenue which cities and counties are eligible to receive the aid each year by April 1. It requires the commissioner of revenue to calculate the aid by August 1, and to pay the certified aid amounts on December 26.</p>
	<p><b>Subd. 10. Appropriation.</b> This subdivision provides the annual appropriation for this aid program.</p>

6      **Repealer.**

This section repeals the existing standard measures program, as the intent of the Stronger Community Aid program is to replace it by enhancement.



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State of Minnesota

HOUSE OF REPRESENTATIVES

NINETY-FIRST SESSION

H. F. No. 1780

02/27/2019 Authored by Marquart The bill was read for the first time and referred to the Committee on Taxes

1.1 A bill for an act
1.2 relating to taxation; creating the Stronger Community Aid program; amending the
1.3 dates of the truth in taxation process; appropriating money; amending Minnesota
1.4 Statutes 2018, section 275.065, subdivisions 1, 1a, 1c, 3; proposing coding for
1.5 new law in Minnesota Statutes, chapter 477A; repealing Minnesota Statutes 2018,
1.6 section 6.91.

1.7 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MINNESOTA:

1.8 Section 1. Minnesota Statutes 2018, section 275.065, subdivision 1, is amended to read:

1.9 Subdivision 1. Proposed levy. (a) Notwithstanding any law or charter to the contrary,
1.10 on or before September 30 1, each county, home rule charter or statutory city, town, and
1.11 special taxing district, excluding the Metropolitan Council and the Metropolitan Mosquito
1.12 Control Commission, shall certify to the county auditor the proposed property tax levy for
1.13 taxes payable in the following year. For towns, the final certified levy shall also be considered
1.14 the proposed levy.

1.15 (b) Notwithstanding any law or charter to the contrary, on or before September 15 1,
1.16 the Metropolitan Council and the Metropolitan Mosquito Control Commission shall adopt
1.17 and certify to the county auditor a proposed property tax levy for taxes payable in the
1.18 following year.

1.19 (c) On or before September 30 1, each school district that has not mutually agreed with
1.20 its home county to extend this date shall certify to the county auditor the proposed property
1.21 tax levy for taxes payable in the following year. Each school district that has agreed with
1.22 its home county to delay the certification of its proposed property tax levy must certify its
1.23 proposed property tax levy for the following year no later than October 7 September 8. The
1.24 school district shall certify the proposed levy as:

2.1 (1) a specific dollar amount by school district fund, broken down between voter-approved  
 2.2 and non-voter-approved levies and between referendum market value and tax capacity  
 2.3 levies; or

2.4 (2) the maximum levy limitation certified by the commissioner of education according  
 2.5 to section 126C.48, subdivision 1.

2.6 (d) If the board of estimate and taxation or any similar board that establishes maximum  
 2.7 tax levies for taxing jurisdictions within a first class city certifies the maximum property  
 2.8 tax levies for funds under its jurisdiction by charter to the county auditor by the date specified  
 2.9 in paragraph (a), the city shall be deemed to have certified its levies for those taxing  
 2.10 jurisdictions.

2.11 (e) For purposes of this section, "special taxing district" means a special taxing district  
 2.12 as defined in section 275.066. Intermediate school districts that levy a tax under chapter  
 2.13 124 or 136D, joint powers boards established under sections 123A.44 to 123A.445, and  
 2.14 Common School Districts No. 323, Franconia, and No. 815, Prinsburg, are also special  
 2.15 taxing districts for purposes of this section.

2.16 (f) At the meeting at which a taxing authority, other than a town, adopts its proposed  
 2.17 tax levy under this subdivision, the taxing authority shall announce the time and place of  
 2.18 any subsequent regularly scheduled meetings at which the budget and levy will be discussed  
 2.19 and at which the public will be allowed to speak. The time and place of those meetings must  
 2.20 be included in the proceedings or summary of proceedings published in the official newspaper  
 2.21 of the taxing authority under section 123B.09, 375.12, or 412.191.

2.22 **EFFECTIVE DATE.** This section is effective for taxes payable in 2020 and thereafter.

2.23 Sec. 2. Minnesota Statutes 2018, section 275.065, subdivision 1a, is amended to read:

2.24 Subd. 1a. **Overlapping jurisdictions.** In the case of a taxing authority lying in two or  
 2.25 more counties, the home county auditor shall certify the proposed levy and the proposed  
 2.26 local tax rate to the other county auditor by ~~October 5~~ September 6, unless the home county  
 2.27 has agreed to delay the certification of its proposed property tax levy, in which case the  
 2.28 home county auditor shall certify the proposed levy and the proposed local tax rate to the  
 2.29 other county auditor by ~~October 10~~ September 11. The home county auditor must estimate  
 2.30 the levy or rate in preparing the notices required in subdivision 3, if the other county has  
 2.31 not certified the appropriate information. If requested by the home county auditor, the other  
 2.32 county auditor must furnish an estimate to the home county auditor.

2.33 **EFFECTIVE DATE.** This section is effective for taxes payable in 2020 and thereafter.

3.1 Sec. 3. Minnesota Statutes 2018, section 275.065, subdivision 1c, is amended to read:

3.2 Subd. 1c. **Levy; shared, merged, consolidated services.** If two or more taxing authorities  
 3.3 are in the process of negotiating an agreement for sharing, merging, or consolidating services  
 3.4 between those taxing authorities at the time the proposed levy is to be certified under  
 3.5 subdivision 1, each taxing authority involved in the negotiation shall certify its total proposed  
 3.6 levy as provided in that subdivision, including a notification to the county auditor of the  
 3.7 specific service involved in the agreement which is not yet finalized. The affected taxing  
 3.8 authorities may amend their proposed levies under subdivision 1 until ~~October 10~~ September  
 3.9 11 for levy amounts relating only to the specific service involved.

3.10 **EFFECTIVE DATE.** This section is effective for taxes payable in 2020 and thereafter.

3.11 Sec. 4. Minnesota Statutes 2018, section 275.065, subdivision 3, is amended to read:

3.12 Subd. 3. **Notice of proposed property taxes.** (a) The county auditor shall prepare and  
 3.13 the county treasurer shall deliver after ~~November 10~~ October 15 and on or before ~~November~~  
 3.14 October 24 each year, by first class mail to each taxpayer at the address listed on the county's  
 3.15 current year's assessment roll, a notice of proposed property taxes. Upon written request by  
 3.16 the taxpayer, the treasurer may send the notice in electronic form or by electronic mail  
 3.17 instead of on paper or by ordinary mail.

3.18 (b) The commissioner of revenue shall prescribe the form of the notice.

3.19 (c) The notice must inform taxpayers that it contains the amount of property taxes each  
 3.20 taxing authority proposes to collect for taxes payable the following year. In the case of a  
 3.21 town, or in the case of the state general tax, the final tax amount will be its proposed tax.  
 3.22 The notice must clearly state for each city that has a population over 500, county, school  
 3.23 district, regional library authority established under section 134.201, and metropolitan taxing  
 3.24 districts as defined in paragraph (i), the time and place of a meeting for each taxing authority  
 3.25 in which the budget and levy will be discussed and public input allowed, prior to the final  
 3.26 budget and levy determination. The taxing authorities must provide the county auditor with  
 3.27 the information to be included in the notice on or before the time it certifies its proposed  
 3.28 levy under subdivision 1. The public must be allowed to speak at that meeting, which must  
 3.29 occur after ~~November~~ October 24 and must not be held before 6:00 p.m. It must provide a  
 3.30 telephone number for the taxing authority that taxpayers may call if they have questions  
 3.31 related to the notice and an address where comments will be received by mail, except that  
 3.32 no notice required under this section shall be interpreted as requiring the printing of a  
 3.33 personal telephone number or address as the contact information for a taxing authority. If  
 3.34 a taxing authority does not maintain public offices where telephone calls can be received

4.1 by the authority, the authority may inform the county of the lack of a public telephone  
4.2 number and the county shall not list a telephone number for that taxing authority.

4.3 (d) The notice must state for each parcel:

4.4 (1) the market value of the property as determined under section 273.11, and used for  
4.5 computing property taxes payable in the following year and for taxes payable in the current  
4.6 year as each appears in the records of the county assessor on ~~November~~ October 1 of the  
4.7 current year; and, in the case of residential property, whether the property is classified as  
4.8 homestead or nonhomestead. The notice must clearly inform taxpayers of the years to which  
4.9 the market values apply and that the values are final values;

4.10 (2) the items listed below, shown separately by county, city or town, and state general  
4.11 tax, agricultural homestead credit under section 273.1384, school building bond agricultural  
4.12 credit under section 273.1387, voter approved school levy, other local school levy, and the  
4.13 sum of the special taxing districts, and as a total of all taxing authorities:

4.14 (i) the actual tax for taxes payable in the current year; and

4.15 (ii) the proposed tax amount.

4.16 If the county levy under clause (2) includes an amount for a lake improvement district  
4.17 as defined under sections 103B.501 to 103B.581, the amount attributable for that purpose  
4.18 must be separately stated from the remaining county levy amount.

4.19 In the case of a town or the state general tax, the final tax shall also be its proposed tax  
4.20 unless the town changes its levy at a special town meeting under section 365.52. If a school  
4.21 district has certified under section 126C.17, subdivision 9, that a referendum will be held  
4.22 in the school district at the November general election, the county auditor must note next  
4.23 to the school district's proposed amount that a referendum is pending and that, if approved  
4.24 by the voters, the tax amount may be higher than shown on the notice. In the case of the  
4.25 city of Minneapolis, the levy for Minneapolis Park and Recreation shall be listed separately  
4.26 from the remaining amount of the city's levy. In the case of the city of St. Paul, the levy for  
4.27 the St. Paul Library Agency must be listed separately from the remaining amount of the  
4.28 city's levy. In the case of Ramsey County, any amount levied under section 134.07 may be  
4.29 listed separately from the remaining amount of the county's levy. In the case of a parcel  
4.30 where tax increment or the fiscal disparities areawide tax under chapter 276A or 473F  
4.31 applies, the proposed tax levy on the captured value or the proposed tax levy on the tax  
4.32 capacity subject to the areawide tax must each be stated separately and not included in the  
4.33 sum of the special taxing districts; and

5.1 (3) the increase or decrease between the total taxes payable in the current year and the  
5.2 total proposed taxes, expressed as a percentage.

5.3 For purposes of this section, the amount of the tax on homesteads qualifying under the  
5.4 senior citizens' property tax deferral program under chapter 290B is the total amount of  
5.5 property tax before subtraction of the deferred property tax amount.

5.6 (e) The notice must clearly state that the proposed or final taxes do not include the  
5.7 following:

5.8 (1) special assessments;

5.9 (2) levies approved by the voters after the date the proposed taxes are certified, including  
5.10 bond referenda and school district levy referenda;

5.11 (3) a levy limit increase approved by the voters by the first Tuesday after the first Monday  
5.12 in November of the levy year as provided under section 275.73;

5.13 (4) amounts necessary to pay cleanup or other costs due to a natural disaster occurring  
5.14 after the date the proposed taxes are certified;

5.15 (5) amounts necessary to pay tort judgments against the taxing authority that become  
5.16 final after the date the proposed taxes are certified; and

5.17 (6) the contamination tax imposed on properties which received market value reductions  
5.18 for contamination.

5.19 (f) Except as provided in subdivision 7, failure of the county auditor to prepare or the  
5.20 county treasurer to deliver the notice as required in this section does not invalidate the  
5.21 proposed or final tax levy or the taxes payable pursuant to the tax levy.

5.22 (g) If the notice the taxpayer receives under this section lists the property as  
5.23 nonhomestead, and satisfactory documentation is provided to the county assessor by the  
5.24 applicable deadline, and the property qualifies for the homestead classification in that  
5.25 assessment year, the assessor shall reclassify the property to homestead for taxes payable  
5.26 in the following year.

5.27 (h) In the case of class 4 residential property used as a residence for lease or rental  
5.28 periods of 30 days or more, the taxpayer must either:

5.29 (1) mail or deliver a copy of the notice of proposed property taxes to each tenant, renter,  
5.30 or lessee; or

5.31 (2) post a copy of the notice in a conspicuous place on the premises of the property.

6.1 The notice must be mailed or posted by the taxpayer by ~~November~~ October 27 or within  
 6.2 three days of receipt of the notice, whichever is later. A taxpayer may notify the county  
 6.3 treasurer of the address of the taxpayer, agent, caretaker, or manager of the premises to  
 6.4 which the notice must be mailed in order to fulfill the requirements of this paragraph.

6.5 (i) For purposes of this subdivision and subdivision 6, "metropolitan special taxing  
 6.6 districts" means the following taxing districts in the seven-county metropolitan area that  
 6.7 levy a property tax for any of the specified purposes listed below:

6.8 (1) Metropolitan Council under section 473.132, 473.167, 473.249, 473.325, 473.446,  
 6.9 473.521, 473.547, or 473.834;

6.10 (2) Metropolitan Airports Commission under section 473.667, 473.671, or 473.672; and

6.11 (3) Metropolitan Mosquito Control Commission under section 473.711.

6.12 For purposes of this section, any levies made by the regional rail authorities in the county  
 6.13 of Anoka, Carver, Dakota, Hennepin, Ramsey, Scott, or Washington under chapter 398A  
 6.14 shall be included with the appropriate county's levy.

6.15 (j) The governing body of a county, city, or school district may, with the consent of the  
 6.16 county board, include supplemental information with the statement of proposed property  
 6.17 taxes about the impact of state aid increases or decreases on property tax increases or  
 6.18 decreases and on the level of services provided in the affected jurisdiction. This supplemental  
 6.19 information may include information for the following year, the current year, and for as  
 6.20 many consecutive preceding years as deemed appropriate by the governing body of the  
 6.21 county, city, or school district. It may include only information regarding:

6.22 (1) the impact of inflation as measured by the implicit price deflator for state and local  
 6.23 government purchases;

6.24 (2) population growth and decline;

6.25 (3) state or federal government action; and

6.26 (4) other financial factors that affect the level of property taxation and local services  
 6.27 that the governing body of the county, city, or school district may deem appropriate to  
 6.28 include.

6.29 The information may be presented using tables, written narrative, and graphic  
 6.30 representations and may contain instruction toward further sources of information or  
 6.31 opportunity for comment.

6.32 **EFFECTIVE DATE.** This section is effective for taxes payable in 2020 and thereafter.

7.1 Sec. 5. [477A.0135] STRONGER COMMUNITY AID.

7.2 Subdivision 1. Purpose. The purpose of this section is to enhance the local performance  
7.3 measurement program administered by the Office of the State Auditor by implementing a  
7.4 permanent aid program set to compensate participating local governments for their dedication  
7.5 to enhancing the public hearing process of determining final local government levies and  
7.6 for implementing a performance measurement program. Participation in this program is  
7.7 voluntary. For purposes of this section "local governments" is limited to all counties and  
7.8 all statutory and home rule charter cities.

7.9 Subd. 2. Duties of the Office of the State Auditor. (a) To assist participating local  
7.10 governments, the Office of the State Auditor must provide on its website guidance for  
7.11 compliance with the requirements of this section, including but not limited to:

7.12 (1) performance measures for counties;

7.13 (2) performance measures for cities;

7.14 (3) sample resolution for counties and cities; and

7.15 (4) reporting requirements.

7.16 (b) Under subdivision 7, the state auditor must prescribe the form in which participating  
7.17 local governments report their compliance with the requirements of this section.

7.18 (c) Under subdivision 9, the state auditor must certify to the commissioner of revenue  
7.19 by April 1 of each year the list of participating local governments that are eligible to receive  
7.20 aid under this section.

7.21 Subd. 3. Program performance measures. (a) Each year, a local government that elects  
7.22 to participate in this section must adopt and implement a set of performance measures  
7.23 prescribed by the Office of the State Auditor.

7.24 (b) A local government that elects to participate in this section must adopt its performance  
7.25 measures by June 1 each year.

7.26 Subd. 4. Citizen budget workshop meetings. (a) A local government that elects to  
7.27 participate in this section must hold a citizen budget workshop meeting to discuss  
7.28 performance measures selected for the upcoming year, review and report the results of the  
7.29 performance measures and compare to previous years, if applicable, discuss the budget  
7.30 process and budget priorities, and receive public input.

7.31 (b) The meeting described in this subdivision must be held between June 15 and August  
7.32 15 of each year, not before 6:00 p.m., with notice to the public provided at least 15 days

8.1 before the meeting is held by posting on the local government's official website or direct  
8.2 mail.

8.3 Subd. 5. **Preliminary budget meeting.** At the meeting at which a local government  
8.4 participating in this section sets its preliminary budget and levy, under section 275.065,  
8.5 subdivision 1, the participating local government must identify at least one performance  
8.6 measure area needing improvement and determine a strategy and plan for its improvement.

8.7 Subd. 6. **Final budget meeting; resolution.** At the meeting at which a local government  
8.8 participating in this section sets its final budget and levy, under section 275.07, the  
8.9 participating local government must approve a resolution declaring that:

8.10 (1) a participating local government adopted and implemented the appropriate number  
8.11 of performance measures from each applicable service category prescribed by the state  
8.12 auditor;

8.13 (2) a participating local government held a citizen budget workshop meeting, before the  
8.14 meeting at which it set its preliminary levy, during which it discussed the budget process  
8.15 and reported the results of the performance measures to the public and allowed for public  
8.16 input;

8.17 (3) performance measure results from the previous year, if applicable, were made public  
8.18 through the local government's official website or direct mail; and

8.19 (4) a participating local government identified for improvement at least one performance  
8.20 measure and developed a plan for its improvement.

8.21 Subd. 7. **Certification to the Office of the State Auditor.** A participating local  
8.22 government must certify to the Office of the State Auditor, in a form prescribed by the  
8.23 auditor, that it has met the requirements of subdivisions 3 to 6 by February 1 of the aid  
8.24 distribution year.

8.25 Subd. 8. **Aid calculation.** (a) Beginning in calendar year 2019 and thereafter, each local  
8.26 jurisdiction that has satisfied the requirements under this section is eligible for an aid  
8.27 payment.

8.28 (b) For eligible counties, the aid is calculated as follows:

8.29 (1) for a county with a population up to 10,000, the aid is equal to \$4 per capita to a  
8.30 maximum of \$20,000;

8.31 (2) for a county with a population between 10,001 and 30,000, the aid is equal to \$2 per  
8.32 capita to a maximum of \$30,000; and



9.1 (3) for a county with a population of 30,001 or over, the aid is equal to \$1 per capita to  
9.2 a maximum of \$150,000.

9.3 (c) For eligible cities, the aid is calculated as follows:

9.4 (1) for a city with a population up to 500, the aid is equal to \$8 per capita to a maximum  
9.5 of \$2,000;

9.6 (2) for a city with a population between 501 and 2,500, the aid is equal to \$5 per capita  
9.7 to a maximum of \$5,000; and

9.8 (3) for a city with a population over 2,500, the aid is equal to \$2 per capita to a maximum  
9.9 of \$50,000.

9.10 (d) For purposes of this section, the population data used for the calculation of this aid  
9.11 is the population of each eligible county and city as of January 1 of the aid distribution year.

9.12 Subd. 9. **Aid certification and payment.** (a) By April 1 of the aid distribution year, the  
9.13 Office of the State Auditor must certify to the commissioner of revenue a list of the local  
9.14 governments that have certified, pursuant to subdivision 7, that they have met the  
9.15 requirements of this section and are eligible to receive aid.

9.16 (b) The commissioner of revenue shall make all necessary calculations and make  
9.17 payments directly to the affected taxing authorities annually. In addition, the commissioner  
9.18 shall notify the authorities of their aid amounts and those statewide total figures before  
9.19 August 1 of the aid distribution year.

9.20 (c) The commissioner of revenue shall make the payments to qualifying local jurisdictions  
9.21 on December 26 annually.

9.22 Subd. 10. **Appropriation.** An amount sufficient to make the payments required by the  
9.23 commissioner of revenue under subdivision 9 is annually appropriated from the general  
9.24 fund to the commissioner of revenue.

9.25 **EFFECTIVE DATE.** This section is effective for aids payable in 2020 and thereafter.

9.26 Sec. 6. **REPEALER.**

9.27 Minnesota Statutes 2018, section 6.91, is repealed.

9.28 **EFFECTIVE DATE.** This section is effective upon final enactment.

## 6.91 LOCAL PERFORMANCE MEASUREMENT AND REPORTING.

Subdivision 1. **Reports of local performance measures.** (a) A county or city that elects to participate in the standard measures program must report its results to its citizens annually through publication, direct mailing, posting on the jurisdiction's website, or through a public hearing at which the budget and levy will be discussed and public input allowed.

(b) Each year, jurisdictions participating in the local performance measurement and improvement program must file a report with the state auditor by July 1, in a form prescribed by the auditor. All reports must include a declaration that the jurisdiction has complied with, or will have complied with by the end of the year, the requirement in paragraph (a). For jurisdictions participating in the standard measures program, the report shall consist of the jurisdiction's results for the standard set of performance measures under section 6.90, subdivision 2, paragraph (a). In 2012, jurisdictions participating in the comprehensive performance measurement program must submit a resolution approved by its local governing body indicating that it either has implemented or is in the process of implementing a local performance measurement system that meets the minimum standards specified by the council under section 6.90, subdivision 2, paragraph (b). In 2013 and thereafter, jurisdictions participating in the comprehensive performance measurement program must submit a statement approved by its local governing body affirming that it has implemented a local performance measurement system that meets the minimum standards specified by the council under section 6.90, subdivision 2, paragraph (b).

Subd. 2. **Benefits of participation.** (a) A county or city that elects to participate in the standard measures program for 2011 is: (1) eligible for per capita reimbursement of \$0.14 per capita, but not to exceed \$25,000 for any government entity; and (2) exempt from levy limits under sections 275.70 to 275.74 for taxes payable in 2012, if levy limits are in effect.

(b) Any county or city that elects to participate in the standard measures program for 2012 is eligible for per capita reimbursement of \$0.14 per capita, but not to exceed \$25,000 for any government entity. Any jurisdiction participating in the comprehensive performance measurement program is exempt from levy limits under sections 275.70 to 275.74 for taxes payable in 2013 if levy limits are in effect.

(c) Any county or city that elects to participate in the standard measures program for 2013 or any year thereafter is eligible for per capita reimbursement of \$0.14 per capita, but not to exceed \$25,000 for any government entity. Any jurisdiction participating in the comprehensive performance measurement program for 2013 or any year thereafter is exempt from levy limits under sections 275.70 to 275.74 for taxes payable in the following year, if levy limits are in effect.

Subd. 3. **Certification of participation.** (a) The state auditor shall certify to the commissioner of revenue by August 1 of each year the counties and cities that are participating in the standard measures program and the comprehensive performance measurement program.

(b) The commissioner of revenue shall make per capita aid payments under this section on the second payment date specified in section 477A.015, in the same year that the measurements were reported.

(c) The commissioner of revenue shall notify each county and city that is entitled to exemption from levy limits by August 10 of each levy year.

Subd. 4. **Appropriation.** (a) The amount necessary to fund obligations under subdivision 2 is annually appropriated from the general fund to the commissioner of revenue.

(b) The sum of \$6,000 in fiscal year 2011 and \$2,000 in each fiscal year thereafter is annually appropriated from the general fund to the state auditor to carry out the auditor's responsibilities under sections 6.90 to 6.91.

The following is a summary of the claims to be reviewed and approved at the April 16,2019 board meeting:

01	General Fund	\$	438,884.50
03	Public Works	\$	116,905.96
11	Human Service Fund	\$	130,268.50
21	ISTS	\$	-
25	EDA	\$	188.36
30	Capital Improvement	\$	-
31	Capital Equipment	\$	-
34	Capital Equipment	\$	19,723.22
35	Debt Service	\$	-
40	County Ditch	\$	-
61	Waste Management	\$	14,156.01
62	Recycling Center	\$	-
63	HHW	\$	-
72		\$	12,276.00
81	Settlement	\$	6,786.10
	Totals	\$	<u>739,188.65</u>

GROSS PAYROLL (including Employer Related Tax Payments)

Period Ending	Paid Date	Amount
3/22/2019	4/4/2019	\$ 1,107,215.74
Checks (WFXX,WFXX-ACH)	\$	347,943.15
EFT (Manual Warrants)	\$	<u>391,245.50</u>
Total:	\$	739,188.65

tswanson  
04/04/2019

9:10AM

# 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>
11503	11506	Alerus Financial					
			18,963.18	4/4/19Payroll-Co HSA Contrib	01-000-000-2504-2005		0
			3,392.29	4/4/19Payroll-Co HSA Contrib	03-000-000-2504-2005		0
			10,743.84	4/4/19Payroll-Co HSA Contrib	11-000-000-2504-2005		0
			207.69	4/4/19Payroll-Co HSA Contrib	61-000-000-2504-2005		0
	Warrant #	11503	Total	33,307.00	Date 4/4/19		
		Final Total...	33,307.00	4	Transactions		

# Goodhue County



Warr # Vendor #

RECAP BY FUND

<u>FUND</u>	<u>AMOUNT</u>	<u>NAME</u>
1	18,963.18	County General Revenue
3	3,392.29	County Road and Bridge
11	10,743.84	Health & Human Service Fund
61	207.69	Waste Management Facilities
	33,307.00	TOTAL

PONCELET  
04/10/2019

9:49AM

# 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>
11504	4239	Southeast Service Cooperative					
			10,642.50	Retirees & COBRA 4/19	01-000-000-9001-2020		0
			186,449.50	Health Ins 4/2019	01-000-000-9002-2020		0
			38,322.00	Health Ins 4/2019	03-000-000-9002-2020		0
			117,882.00	Health Ins 4/2019	11-000-000-9002-2020		0
			4,642.50	Health Ins 4/2019	61-000-000-9002-2020		0
Warrant #	11504	Total	357,938.50	Date 4/10/19			
		Final Total...	357,938.50	5 Transactions			

# Goodhue County



Warr # Vendor #

RECAP BY FUND

<u>FUND</u>	<u>AMOUNT</u>	<u>NAME</u>
1	197,092.00	County General Revenue
3	38,322.00	County Road and Bridge
11	117,882.00	Health & Human Service Fund
61	4,642.50	Waste Management Facilities
	357,938.50	TOTAL

# Goodhue County

WARRANT REGISTER  
Auditor Warrants

Approved 04/05/2019  
Pay Date 04/05/2019



<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>From Date</u>	<u>PO #</u>	<u>Tx To Date</u>
1353	Ag Partners Coop	32.21	Kerosene-Flood Control Equip			03-310-000-0000-6508	212087			N
1353		32.21	Kerosene-Flood Equip			03-310-000-0000-6508	212188			N
1353		21.45	Kerosene-Equip Flood Control			03-310-000-0000-6508	212422			N
1353		168.50	Power Trans Fluid #0902			03-340-000-0000-6561	762860			N
1353		149.78	Hydrostatic Fluid #1705			03-340-000-0000-6561	762929			N
1353		734.22	Power Trans Fluid #1705			03-340-000-0000-6561	762929			N
1353		28.99	Bio Kleen 0902			03-340-000-0000-6565	762410			N
1353		5,834.43	Diesel 2401g CF			03-340-000-0000-6565	762713			N
1353		12,150.00	Diesel 5000g RW			03-340-000-0000-6565	762713			N
1353		74.80	Gas 1103			03-340-000-0000-6567	270048			N
1353		52.06	Gas 1103			03-340-000-0000-6567	279714			N
	Warrant # 444174	Total...	19,278.65							
2371	Anderson Rock & Lime Inc	1,151.65	Icing Rock			03-310-000-0000-6502	32717			N
2371		87.11	Storm/Flood Rpr 14.05T #49			03-310-000-0000-6507	32775			N
2371		31.00	Storm/Flood Rpr 5T #17			03-310-000-0000-6507	32775			N
2371		40.30	Storm/flood Rpr 6.5T #8			03-310-000-0000-6507	32775			N
2371		35.65	Storm/Flood Rpr 5.75T #53			03-310-000-0000-6507	32775			N
2371		257.61	Storm/Flood Rpr 41.55T #44			03-310-000-0000-6507	32775			N
2371		43.40	Storm/Flood Rpr 7T #51			03-310-000-0000-6507	32775			N
2371		165.85	Storm/Flood Rpr 26.75T #45			03-310-000-0000-6507	32775			N
2371		164.30	Stockpile 26.5T			03-310-000-0000-6507	32775			N
2371		36.58	Storm/Flood Rpr 5.9T #24			03-310-000-0000-6507	32775			N
2371		31.00	Storm/Flood Rpr 5T #12			03-310-000-0000-6507	32775			N
	Warrant # 444175	Total...	2,044.45							
11184	ASL Interpreting Services Inc.	47.50	Spanish Interpreting 2/23			01-201-000-0000-6283	19-12964			N
11184		35.00	ASL 2/7/19			01-207-000-0000-6283	19-12694			N
	Warrant # 444176	Total...	82.50							
9090	Auto Value - Red Wing	364.93	Hydr Fittings			03-340-000-0000-6420	134109568			N
9090		16.99	Nitrile Gloves			03-340-000-0000-6420	134109568			N
9090		27.28	Fittings			03-340-000-0000-6420	134109663			N
9090		277.84	Hydr Fittings			03-340-000-0000-6420	134110060			N
9090		36.00	Hydr Hose Sleeve			03-340-000-0000-6420	134110129			N
9090		87.40	Fittings			03-340-000-0000-6420	134110129			N
9090		4.99	Wiper blade			03-340-000-0000-6420	134110448			N
9090		82.50	Floor Dri			03-340-000-0000-6420	134110449			N
9090		21.02	Hydr Fittings			03-340-000-0000-6420	134111002			N



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9090	Auto Value - Red Wing	23.94	Wipers 701		03-340-000-0000-6562	134109697		N
9090		144.08	Battery 1203		03-340-000-0000-6563	134110448		N
	Warrant # 444177	Total...	1,086.97					
1644	Automated Logic Contracting Svcs Inc	865.00	Automation svc call 3/19		01-111-110-0000-6305	230509		N
1644		290.00	Automation svc call 2/26		01-111-115-0000-6305	228923		N
	Warrant # 444178	Total...	1,155.00					
12568	Axon Enterprises Inc.	1,738.00	Taser Battries/Cartrgs 3/11		01-201-000-0000-6420	SI-1580930		N
12568		128.00	Taser Holster 3/20		01-201-000-0000-6454	SI-1582333		N
12568		2,392.00	(2) Tasers 3/11		01-201-000-0000-6480	SI-1580930		N
	Warrant # 444179	Total...	4,258.00					
6786	Bentley Systems Inc	8,011.94	MicroSta 5/19-4/20		03-320-000-0000-6268	RQ88121411		N
	Warrant # 444180	Total...	8,011.94					
9329	Bevcomm	36.45	PI Office Phone 4/19		01-201-000-0000-6201	12306442		N
	Warrant # 444181	Total...	36.45					
3592	Bruening Rock Products, Inc	39.09	Flood Rpr #51 5.1T		03-310-000-0000-6507	118521		N
3592		151.32	Surf #23 19.8T		03-310-000-0000-6507	118521		N
3592		38.25	Flood Rpr #8 5T		03-310-000-0000-6507	118521		N
	Warrant # 444182	Total...	228.66					
2972	CDW Government Inc	548.25	Harddrives:Drobo 3/18/19		01-201-000-0000-6855	RMV5975		N
2972		853.00	Harddrives:Drobo 3/18/19		34-201-000-0000-6480	RMV5975		N
	Warrant # 444183	Total...	1,401.25					
11439	Century Link	2.63	PRI DID 3/19-4/18/19		01-025-000-0000-6201	6513888588		N
11439		0.53	PRI 3/19-4/18/19		01-025-000-0000-6201	6513885061		N
11439		644.97	PRI DID 3/19-4/18/19		01-063-000-0000-6201	6513888588		N
11439		130.92	PRI 3/19-4/18/19		01-063-000-0000-6201	6513885061		N
11439		702.39	LEC Addl Lines 3/19-4/18/19		01-063-000-0000-6201	6513858564		N
11439		48.59	EOC Lines 3/19-4/18/19		01-281-280-0000-6201	6513882865		N
11439		53.86	PRI DID 3/19-4/18/19		11-420-600-0010-6201	6513888588		N
11439		10.93	PRI 3/19-4/18/19		11-420-600-0010-6201	6513885061		N
11439		17.07	PRI DID 3/19-4/18/19		11-420-640-0010-6201	6513888588		N
11439		3.47	PRI 3/19-4/18/19		11-420-640-0010-6201	6513885061		N
11439		68.30	PRI DID 3/19-4/18/19		11-430-700-0010-6201	6513888588		N
11439		13.86	PRI 3/19-4/18/19		11-430-700-0010-6201	6513885061		N
11439		18.39	PRI DID 3/19-4/18/19		11-479-478-0000-6201	6513888588		N

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11439	Century Link	3.73	PRI 3/19-4/18/19	11-479-478-0000-6201	6513885061		N
11439		44.66	PRI DID 3/19-4/18/19	11-479-479-0000-6201	6513888588		N
11439		9.07	PRI 3/19-4/18/19	11-479-479-0000-6201	6513885061		N
	Warrant # 444184	Total...	1,773.37				
5050	Community And Economic Devel Assoc	188.36	Prof Svc 3/19	25-700-000-0000-6278			N
	Warrant # 444185	Total...	188.36				
9757	Daikin Applied	40.37	Service:Leibert #2	01-111-110-0000-6304	3216577		N
	Warrant # 444186	Total...	40.37				
12325	England Law Office LTD	2,000.00	Prof Svc 1/2019	01-011-000-0000-6271	1800-G		N
12325		2,000.00	Prof Svc 2/2019	01-011-000-0000-6271	1800-G		N
	Warrant # 444187	Total...	4,000.00				
2411	Equifax Credit Information Serv	25.00	Pre emp credit chks 3/18/19	01-201-000-0000-6290	5274349		N
	Warrant # 444188	Total...	25.00				
12773	Fastenal Company	31.82	Bolts-Sign Shop	03-310-000-0000-6504	MNRED139546		N
12773		11.84	Bolts-Sign Shop	03-310-000-0000-6504	MNRED139596		N
12773		30.23	Bolts 1606	03-340-000-0000-6563	MNRED139387		N
12773		11.09	Cap 0204	03-340-000-0000-6563	MNRED139721		N
12773		186.84	Drop Box Latches	61-398-000-0000-6563	MNRED139305		T
	Warrant # 444189	Total...	271.82				
8869	FleetPride	94.73	Brake shoe Kit 601	03-340-000-0000-6562	23202622		N
8869		45.91	Oil Bath Seal 0601	03-340-000-0000-6562	23202622		N
8869		6.01	Wheel Seal 0601	03-340-000-0000-6562	23202622		N
8869		50.00	Core Rtn 0601	03-340-000-0000-6562	23562892		N
	Warrant # 444190	Total...	96.65				
4467	Frandsen Bank & Trust	1,108.00	Tax Crt 55.858.0550 pay 17	81-850-000-0000-2106			N
4467		760.00	Tax Crt 55.858.0780 pay 17	81-850-000-0000-2106			N
4467		912.00	Tax Crt 55.854.0280 pay 17	81-850-000-0000-2106			N
4467		1,110.00	Tax Crt 55.858.0550 pay 18	81-850-000-0000-2106			N
4467		760.00	Tax Crt 55.858.0780 pay 18	81-850-000-0000-2106			N
4467		912.00	Tax Crt 55.854.0280 pay 18	81-850-000-0000-2106			N
4467		166.80	Tax Crt Interest pay 17	81-850-000-0000-2106			N
4467		55.64	Tax Crt interest pay 18	81-850-000-0000-2106			N
	Warrant # 444191	Total...	5,784.44				

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12042	Galls LLC - DBA Uniforms Unlimited	16.26	Initl Uniform:Hofschulte 3/19			01-201-000-0000-6453	12252359		N
12042		87.11	Initl Uniform:Blue 3/19			01-201-000-0000-6453	12252366		N
12042		50.36	Initl Uniform:Blue 3/19			01-201-000-0000-6453	12252378		N
12042		89.22	Initl Uniform:Blue 3/19			01-201-000-0000-6453	12252401		N
12042		403.09	Initl Uniform:Blue 3/20			01-201-000-0000-6453	12263513		N
12042		61.12	Initl Uniform:Blue 3/20			01-201-000-0000-6453	12263527		N
12042		206.85	Initl Uniform:Blue 3/18			01-201-000-0000-6453	12241525		N
12042		192.95	Initl Gear:Blue 3/18			01-201-000-0000-6453	12241525		N
12042		27.28	Initl Uniform:Blue 3/15			01-201-000-0000-6453	12225997		N
12042		18.99	Initl Uniform:Hofschulte 3/13			01-201-000-0000-6453	12199599		N
12042		50.38	Initl Gear:Blue 3/19			01-201-000-0000-6454	12252377		N
	Warrant # 444192	Total...	1,203.61						
21090	Goodhue County Recorder	322.00	A653957-A653963			01-127-128-0000-6850	2001900000190		N
21090		92.00	A653969, T29485			01-127-128-0000-6850	2001900000191		N
21090		47.01	Deed Tax 55.080.0620			81-850-000-0000-2162			N
21090		46.00	Rec Fee 46.126.0090			81-850-000-0000-2162			N
21090		1.65	Deed Tax 46.126.0090			81-850-000-0000-2162			N
21090		46.00	Rec Fee 55.080.0620			81-850-000-0000-2162			N
	Warrant # 444193	Total...	554.66						
239	GS Direct Inc	81.35	Scanner Bond Paper 3/15			01-103-000-0000-6402	348477		N
239		81.34	Scanner Bond Paper 3/15			01-105-000-0000-6402	348477		N
	Warrant # 444194	Total...	162.69						
5345	Hiawatha Valley Rc & D	300.00	Council Dues 2019			01-005-000-0000-6243	1903		N
	Warrant # 444195	Total...	300.00						
2911	Holst Excavating Inc	1,181.71	De-icing Sand			03-310-000-0000-6502	487850		N
2911		52.71	Sand 12.7T			03-310-000-0000-6502	487925		N
	Warrant # 444196	Total...	1,234.42						
2310	Huebsch Linen	389.28	Uniforms 3/19			01-111-000-0000-6307	62210		N
2310		301.76	Mops/Rugs 3/19			01-111-110-0000-6347	34980		N
	Warrant # 444197	Total...	691.04						
5596	John Deere Financial	158.88	Filters 1807			03-340-000-0000-6563	1252110		N
	Warrant # 444198	Total...	158.88						
13230	Johnson Law RW LLC	397.50	Prof Svc 1/17-2/1/19			01-011-000-0000-6271	172		N
13230		187.50	Prof Svc 11/1-12/31/18			01-011-000-0000-6271	163		N

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13230	Johnson Law RW LLC	817.50	Prof Svc 1/16-1/22/19	01-011-000-0000-6271	171		N
	Warrant # 444199	Total...	1,402.50				
1432	Johnson Tire Service	166.95	RF Tire-1002	03-340-000-0000-6575	24642		N
	Warrant # 444200	Total...	166.95				
1680	Justice Benefits Inc	220.00	SSI Q119 Claims	01-207-000-0000-6278	201701580		N
	Warrant # 444201	Total...	220.00				
10777	Kenyon Ace Hardware	1.19	Fasteners	03-340-000-0000-6420	153428		N
10777		41.97	Flor Dri	03-340-000-0000-6420	153748		N
10777		25.98	Hose Nozzles Kyn	03-340-000-0000-6420	153915		N
10777		19.98	Air Comp Belts-Kyn	03-340-000-0000-6563	153430		N
10777		27.98	Metric Wrenches	03-340-000-0000-6569	153348		N
	Warrant # 444202	Total...	117.10				
12835	Knight Barry Title United LLC	300.00	(4) Owner Encumbrance Rpts	01-041-000-0000-6283			N
	Warrant # 444203	Total...	300.00				
1493	Lakes Gas Co	103.94	LP-March	61-398-192-0000-6566	1462042		N
1493		78.22	LP-March	61-398-192-0000-6566	1462050		N
1493		78.22	LP-March	61-398-192-0000-6566	1462053		N
	Warrant # 444204	Total...	260.38				
13176	Lawson Products Inc.	35.67	Fasteners-Signs	03-310-000-0000-6504	9306589948		N
13176		153.37	Fasteners	03-340-000-0000-6420	9306567991		N
	Warrant # 444205	Total...	189.04				
1531	Luhman Construction Co Inc	76.93	Icing Rock #46	03-310-000-0000-6502	11683		N
1531		79.00	Icing Rock #45	03-310-000-0000-6502	11683		N
1531		62.45	Icing Rock #41	03-310-000-0000-6502	11688		N
1531		36.25	Icing Rock #41	03-310-000-0000-6502	11716		N
	Warrant # 444206	Total...	254.63				
1533	M-R Signs	738.56	Signs - Stock	03-310-000-0000-6504	203431		N
1533		1,084.29	Rndabout Signs #24	03-310-000-0000-6504	203432		N
	Warrant # 444207	Total...	1,822.85				
5472	Machovec	132.00	(6) Rescue Lights 3/5/19	01-205-000-0000-6432	39403		N
5472		252.60	(6) Throw Bags 3/5/19	01-205-000-0000-6432	39403		N
5472		528.00	(2) Airboat Jackets 3/5/19	01-205-000-0000-6432	39403		N

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5472	Machovec	520.00	(2) Airboat Bibs 3/5/19	01-205-000-0000-6432	39403		N
5472		386.28	(6) Water Rescue Vests 3/5/19	01-205-000-0000-6432	39403		N
	Warrant # 444208	Total...	1,818.88				
1928	Macpza	140.00	2019 Membership:RB	01-127-128-0000-6243			N
1928		65.00	2019Membership:SP	01-127-128-0000-6243			N
1928		65.00	2019 Membership:MW	01-127-128-0000-6243			N
	Warrant # 444209	Total...	270.00				
7919	Menards-Red Wing	46.93	Barricade Batt/DS Socket	03-310-000-0000-6504	44244		N
7919		5.99	Toilet Plunger	03-350-000-0000-6420	44479		N
7919		38.54	Trailer Rpr Supplies	61-398-000-0000-6563	43815		T
7919		9.69	Drill Bits	61-398-000-0000-6569	43815		T
	Warrant # 444210	Total...	101.15				
12644	Midstates Equipment & Supply	227.40	Router Pins 1204	03-340-000-0000-6563	219101		N
12644		1,185.00	Carbide bits 1204	03-340-000-0000-6563	219101		N
	Warrant # 444211	Total...	1,412.40				
8522	Minnesota Energy Resources Corp	589.69	Gas-Zta Shop	03-350-000-0000-6252	5042540441		N
8522		823.33	Gas-Kyn Shop	03-350-000-0000-6252	5042540442		N
	Warrant # 444212	Total...	1,413.02				
6285	Minnesota Management and Budget	15.00	Land Assurance 46.126.0090	81-850-000-0000-2162			N
	Warrant # 444213	Total...	15.00				
6788	Mn Dept Of Health	50.00	Well Permits Q119	01-127-129-0000-6283	3292019		N
	Warrant # 444214	Total...	50.00				
837	Motorola Solutions Inc	36,894.00	GTR800:Radio Twr Maint 2019	01-201-000-0000-6301	8230219033		N
	Warrant # 444215	Total...	36,894.00				
13420	North Dakota Assoc of Assessing Officers	505.00	Wrkshop Reg:CC 5/6-5/10/19	01-055-000-0000-6357			N
	Warrant # 444216	Total...	505.00				
5993	Northland Business Systems	4,334.89	Logging Syst Mtn 4/19-4/2020	01-209-000-0000-6301	IN89184		N
	Warrant # 444217	Total...	4,334.89				
7633	Nuss Truck and Equipment Group LLC	1,565.50	Derate Rpr Lbr 1501	03-340-000-0000-6303	732697		N
7633		144.76	Oil Pan Gasket 0901	03-340-000-0000-6562	1183343P		N
7633		507.54	DEF Tank Coolant Hose 1201	03-340-000-0000-6562	7131393P		N
7633		414.20	DEF Valve 1201	03-340-000-0000-6562	7131638P		N

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7633	Nuss Truck and Equipment Group LLC	43.14	Cab Levelor Link 0601			03-340-000-0000-6562	7131655P			N
7633		132.20	Blower Motor 1301			03-340-000-0000-6562	7131780P			N
7633		295.95	Starter 1701			03-340-000-0000-6562	7132082P			N
7633		807.15	Exh Bellows/Pts 0801			03-340-000-0000-6562	7132083P			N
7633		109.59	Delta P Sensor 0801			03-340-000-0000-6562	7132084P			N
7633		189.36	DPF Coolant Sensor 0801			03-340-000-0000-6562	7132086P			N
7633		453.92	Derate Rpr Parts 1501			03-340-000-0000-6562	732697			N
	Warrant # 444218	Total...	4,663.31							
9516	Nuvera (FKA NU-Telecom)	154.08	Gdhu backup phone 4/2019			01-209-000-0000-6201	1192564			N
9516		85.06	Tele CF			03-350-000-0000-6201	1182424			N
9516		79.95	DLS CF			03-350-000-0000-6209	1182424			N
	Warrant # 444219	Total...	319.09							
2864	Office Depot	18.48	Staples 3/8/19			01-127-127-0000-6405	285373177001			N
2864		54.75	Business Card Stock 3/8/19			01-127-127-0000-6405	28537317601			N
2864		5.54	Green Paper 3/13/19			01-127-127-0000-6405	28537235001			N
2864		12.76	Labels, Pens Etc 3/14/19			01-127-127-0000-6405	288042291001			N
2864		18.48	Staples 3/8/19			01-127-128-0000-6405	285373177001			N
2864		54.74	Business Card Stock 3/8/19			01-127-128-0000-6405	28537317601			N
2864		5.55	Green Paper 3/13/19			01-127-128-0000-6405	28537235001			N
2864		12.76	Labels, Pens Etc 3/14/19			01-127-128-0000-6405	288042291001			N
	Warrant # 444220	Total...	183.06							
44402	Olmsted County Sheriff	85.00	Subpoena svc:Reding 3/25/19			01-091-000-0000-6277	19000797			N
	Warrant # 444221	Total...	85.00							
6894	Pine Island Lumber Inc	79.93	Lumber- Salt Shed Rpr			03-350-000-0000-6305	1903063435			N
	Warrant # 444222	Total...	79.93							
8759	Post Board	90.00	POST Lic:C Tiedemann 4/2019			01-201-000-0000-6245				N
8759		90.00	POST Lic:J Novak 4/2019			01-201-000-0000-6245				N
	Warrant # 444223	Total...	180.00							
9140	Power Plan OIB	657.21	Door Glass Rpr 1107			03-340-000-0000-6563	P81418			N
9140		412.92	Cutting Edges 1202			03-340-000-0000-6572	P81418			N
	Warrant # 444224	Total...	1,070.13							
5136	Red Wing City-Public Works	225.27	Water & Sewer 2/2019			01-111-110-0000-6253	031881-005			N
5136		17.26	Irrigation 2/2019			01-111-110-0000-6253	031881-006			N
5136		127.65	Dumpster 2/2019			01-111-110-0000-6257	031881-005			N

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5136	Red Wing City-Public Works	3,687.17		Water & Sewer 2/2019	01-111-112-0000-6253	31881-001	N
5136		147.26		Cooling Twr Deduct Mtr 2/2019	01-111-112-0000-6253	31881-002	N
5136		31.90		Irrigation Deduct Mtr 2/2019	01-111-112-0000-6253	31881-003	N
5136		210.18		Dumpster 2/2019	01-111-112-0000-6257	31881-001	N
5136		274.62		Water & Sewer 2/2019	01-111-115-0000-6253	031881-009	N
5136		138.71		Dumpster 2/2019	01-111-115-0000-6257	031881-008	N
5136		107.65		Dumpster 2/2019	01-111-116-0000-6257	031881-004	N
5136		126.51		Wash Bay:Shrf Shed 2/2019	01-201-000-0000-6253	011876-000	N
5136		422.05		Dumpster & Recycling 2/2019	01-207-000-0000-6257	31881-000	N
5136		579.30		Wtr/Swr/Garb	03-350-000-0000-6253	9948000	N
5136		161.36		Wtr/Swr-Shared Bldg	03-350-000-0000-6253	9948002	N
5136		17.26		Sprinklier	03-350-000-0000-6306	9949000	N
5136		148.41		Wtr/Swr/Garb	61-398-000-0000-6253	10040000	N
5136		891.35		Residual Disp	61-398-192-0000-6839	10040000	N
	Warrant # 444225	Total...		7,019.39			
9959	Regions Hospital	1,754.75		Sexl Asslt Exam:7/18/18	01-011-000-0000-6285	3756813	N
	Warrant # 444226	Total...		1,754.75			
582	Rihm Kenworth	114.37		Filters	03-340-000-0000-6562	2025753A	N
582		31.92		Filters	03-340-000-0000-6562	2026105A	N
582		19.34		Filters	03-340-000-0000-6562	2026187A	N
582		23.82		Filters	03-340-000-0000-6562	2026205A	N
582		23.82		HYDR FILTER 0601	03-340-000-0000-6562	2026205A	N
582		57.77		Filters	03-340-000-0000-6562	2027273A	N
582		5.61		Filters	03-340-000-0000-6562	2027431A	N
582		24.48		Filter Kit	03-340-000-0000-6562	2027467A	N
582		48.47		Filters	03-340-000-0000-6562	2027531A	N
582		180.26		Filters	03-340-000-0000-6562	2027631A	N
582		44.91		Filters	03-340-000-0000-6562	2027634A	N
582		34.00		Filters	03-340-000-0000-6562	2027681A	N
	Warrant # 444227	Total...		608.77			
12545	Rivertown Multimedia	82.80		BOA Mtg 3/25/19	01-127-128-0000-6242	2733518	N
	Warrant # 444228	Total...		82.80			
13368	Rubber Inc	134.49		Tire Buffer	03-340-000-0000-6569	115723	N
	Warrant # 444229	Total...		134.49			
11980	Shane Electric, Inc	428.71		ER Lt/Conduit Rpr-Kyn	03-350-000-0000-6305	13639	N

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	Warrant # 444230	Total...	428.71			
5041	Shred Right	10.50	Doc Destruction 3/19/19	01-201-000-0000-6284	332849	N
5041		10.50	Doc Destruction 3/19/19	01-207-000-0000-6283	332849	N
	Warrant # 444231	Total...	21.00			
13421	Sixth Judicial District Administration	150.00	Overpmt:StLouis Cty Civil Proc	01-201-000-0000-5465	2019000127-128	N
	Warrant # 444232	Total...	150.00			
1213	Steberg/Glen	550.00	Landfill Lease 4/2019	61-397-000-0000-6342	Apr2019	N
	Warrant # 444233	Total...	550.00			
1831	Streichers Inc	324.22	9mm Duty Ammo 3/27/19	01-201-000-0000-6416	11359435	N
	Warrant # 444234	Total...	324.22			
12304	TEC Industrial	398.39	Hyd Motor/Jaw Coup #1808	03-340-000-0000-6563	10367990	N
	Warrant # 444235	Total...	398.39			
8859	Toshiba Business Solutions Usa Inc	51.70	Final Meter Bill 1/2-2/1/19	01-041-000-0000-6302	15264648	N
	Warrant # 444236	Total...	51.70			
2469	Toshiba Financial Services (L.A.)	72.41	Copier 4/2019	01-005-000-0000-6302	69442658	N
2469		20.14	Copies 2/2019	01-005-000-0000-6302	69442658	N
2469		72.41	Copier 4/2019	01-031-000-0000-6302	69442658	N
2469		20.13	Copies 2/2019	01-031-000-0000-6302	69442658	N
2469		184.76	Copier 4/2019	01-041-000-0000-6302	69449846	N
2469		203.02	Copier 4/2019	01-055-000-0000-6302	69437858	N
2469		115.21	Copies 1/2019	01-055-000-0000-6302	69437858	N
2469		72.40	Copier 4/2019	01-061-000-0000-6302	69442658	N
2469		20.13	Copies 2/2019	01-061-000-0000-6302	69442658	N
2469		63.18	Copier 4/2019	01-121-000-0000-6302	69449679	N
2469		135.51	Copier 4/2019	01-201-000-0000-6302	90136754017	N
2469		9.49	Copies 2/2019	01-201-000-0000-6302	90136754017	N
2469		75.86	Patrol Copier 4/2019	01-201-000-0000-6302	90136821769	N
2469		3.26	Patrol Copies 2/2019	01-201-000-0000-6302	90136821769	N
2469		216.93	Admin Copier 4/19	01-207-000-0000-6302	90136753990	N
2469		36.55	Admin Copies 1/19	01-207-000-0000-6302	90136753990	N
2469		238.36	Intake Copier 4/19	01-207-000-0000-6302	90136754033	N
2469		286.36	Intake Copies 2/19	01-207-000-0000-6302	90136754033	N
2469		382.91	Copier 4/2019	01-281-280-0000-6302	69444738	N
2469		190.61	Copier 4/19	01-601-000-0000-6302	69448638	N



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2469	Toshiba Financial Services (L.A.)	77.47	Copies 1-2/2019	01-601-000-0000-6302	69448638		N
	Warrant # 444237	Total...	2,497.10				
3487	Towmaster Inc	54.22	Hlitch Loop 1701	03-340-000-0000-6562	412999		N
3487		540.13	Underbody Ram-Stock	03-340-000-0000-6562	413494		N
3487		68.76	Spinner Hub 0801	03-340-000-0000-6562	413887		N
3487		571.62	Moldboard Cyl 0801	03-340-000-0000-6562	413887		N
	Warrant # 444238	Total...	1,234.73				
2846	Uline	217.60	Sandbags 500	03-310-000-0000-6508	106695046		N
	Warrant # 444239	Total...	217.60				
4231	UPS	18.77	Outgoing Freight 2/27-3/18/19	01-201-000-0000-6205	58A87E129		N
	Warrant # 444240	Total...	18.77				
3418	Verizon Wireless	210.06	Mobile Data Cards 2/26-3/25/19	01-055-000-0000-6206	9826941978		N
3418		70.02	Cell Phone 3/27-4/26/19	01-103-000-0000-6202	9823088735		N
3418		70.02	Mobile Data Cards 2/26-3/25/19	01-103-000-0000-6206	9826941978		N
3418		1,426.42	Mobile Data Cards 2/26-3/25/19	01-201-000-0000-6206	9826941978		N
3418		105.03	Mobile Data Cards 2/26-3/25/19	01-205-000-0000-6206	9826941978		N
3418		35.01	Mobile Data Cards 2/26-3/25/19	01-209-000-0000-6206	9826941978		N
3418		26.02	Mobile Data Cards 2/26-3/25/19	01-281-280-0000-6206	9826941978		N
	Warrant # 444241	Total...	1,942.58				
12780	Vfw Post 5727	1,942.00	D6 Tech Conf	03-320-000-0000-6357	071113		N
	Warrant # 444242	Total...	1,942.00				
11465	Wells Fargo Vendor Fin Serv	44.17	Hlth Unit Copier 4/2019	01-207-000-0000-6302	90136518171		N
11465		11.44	Hlth Unit Copies 2/19	01-207-000-0000-6302	90136518171		N
	Warrant # 444243	Total...	55.61				
1092	Widseth Smith Nolting	1,667.50	Prel Design Clvt Rpl #7	03-310-000-0000-6281	129805		N
1092		228.00	Prel Design StrmSwr 606-020	03-320-000-0000-6281	129804		N
	Warrant # 444244	Total...	1,895.50				
1905	Wilson Oil And Gas Company	18.50	Kerosene-Flood Control	03-310-000-0000-6508	7979		N
1905		28.83	Kerosene-Flood Control	03-310-000-0000-6508	7982		N
	Warrant # 444245	Total...	47.33				
73383	Xcel Energy	3,009.98	Electric 3/2019	01-111-110-0000-6251	515647699-8		N
73383		1,703.22	Gass 3/2019	01-111-110-0000-6252	515057432-6		N

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73383	Xcel Energy	9,489.41	Electric 3/2019		01-111-112-0000-6251	51-4345908-1		N
73383		6,027.83	Gas 3/2019		01-111-112-0000-6252	51-6061275-5		N
73383		1,786.41	Electric 3/2019		01-111-115-0000-6251	51-6219858-5		N
73383		588.02	Gas 3/2019		01-111-115-0000-6252	51-6219858-5		N
73383		3,212.50	Electric 3/2019		01-111-116-0000-6251	51-5453377-8		N
73383		25.04	St Lts 24		03-310-000-0000-6251	51104672901		N
73383		37.39	St Lts S Bench		03-310-000-0000-6251	5194709683		N
73383		402.69	Electric Zta		03-350-000-0000-6251	5163907713		N
73383		11.32	Elec Park Well		03-521-000-0000-6251	5152934882		N
	Warrant # 444246	Total...	26,293.81					
1914	Ziegler Inc	894.15	Temp Sensor Rpr Lbr 0502		03-340-000-0000-6304	SW090092305		N
1914		687.54	Oil Sample Kits (50)		03-340-000-0000-6420	PC090320651		N
1914		446.46	Filters 1705		03-340-000-0000-6563	PC090319554		N
1914		22.91	Fuel Filter 1504		03-340-000-0000-6563	PC090320331		N
1914		166.34	Filters 0902		03-340-000-0000-6563	PC090320859		N
1914		131.64	Filters Returned-1705		03-340-000-0000-6563	PR090034800		N
1914		90.99	Temp Sensor Rpr Parts 0502		03-340-000-0000-6563	SW090092305		N
	Warrant # 444247	Total...	2,176.75					
1919	Zumbrota Telephone Co	48.56	Tele 5671 Zta		03-350-000-0000-6201	104516		N
1919		44.63	Fax 4046 Zta		03-350-000-0000-6201	652291		N
1919		63.95	Dsl 5671-Zta		03-350-000-0000-6209	104516		N
	Warrant # 444248	Total...	157.14					
	Warrant Form WFXX	Total...	162,200.63	283 Transactions				

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27100	Allegra	171.73		Marriage Cert Paper 3/22	01-101-000-0000-6401	63469 N
	Warrant # 27705	Total...	171.73			
12044	American Tower Corporation	500.00		Frontenac Tower Rent 4/19	01-201-000-0000-6342	406025569 N
	Warrant # 27706	Total...	500.00			
3640	Bayley Law LLC	2,000.00		Prof Svc 2/2019	01-011-000-0000-6271	219 N
3640		637.50		Addl Prof Svc 2/2019	01-011-000-0000-6271	219B N
	Warrant # 27707	Total...	2,637.50			
9680	Dennis Phd/Kenneth L	750.00		Psych Eval:Thomas 25PR161780	01-011-000-0000-6272	190210 N
9680		750.00		Psych Eval:Denney 25PR19111	01-011-000-0000-6272	190307 N
	Warrant # 27708	Total...	1,500.00			
1188	Department Of Transportation-State of MN	12,015.19		#9/TH52 Interchn 601-036 Final	03-320-000-0000-6320	533301 N
	Warrant # 27709	Total...	12,015.19			
14926	Election Systems & Software Inc	1,007.70		Programming:Twp 3/12/19	01-071-000-0000-6382	N
	Warrant # 27710	Total...	1,007.70			
13223	Ferguson/Janet	30.00		Reimb Cell Phone 1/19	01-255-000-0000-6202	N
	Warrant # 27711	Total...	30.00			
10073	Gorman & Broderick LLC	2,000.00		Prof Svc 2/2019	01-011-000-0000-6271	N
10073		150.00		Addl Prof Svc 2/2019	01-011-000-0000-6271	N
	Warrant # 27712	Total...	2,150.00			
22150	Grimsrud Publishing Co	76.50		Wan Lndf Hr Change	61-397-000-0000-6241	3/27/2019 N
	Warrant # 27713	Total...	76.50			
5570	L & L Street Rod and Sports Truck	1,395.00		#1921 Install Equip 3/27	34-201-000-0000-6663	2625 N
5570		1,395.00		#1928 Install Equip 4/1	34-201-000-0000-6663	2631 N
	Warrant # 27714	Total...	2,790.00			
892	MCCC	1,443.75		Firmware Lic DS450 6/19-4/20	01-071-000-0000-6270	1904088 N
892		1,737.08		Haardware Maint DS45 6/19-4/20	01-071-000-0000-6304	1904088 N
	Warrant # 27715	Total...	3,180.83			
15441	Mississippi Welders Supply Co Inc	27.64		Torch 02-sign truck	03-310-000-0000-6508	2926342 N
15441		31.41		Welding Gas	03-340-000-0000-6570	153690 N
	Warrant # 27716	Total...	59.05			

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			<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>	
1727	Red Wing City-Finance	19.90		Evdnc Room Postage 7/19-9/4/18	01-201-000-0000-6203	36210	N
1727		259.07		Permit-RW	03-350-000-0000-6283	2019-124	N
	Warrant # 27717	Total...	278.97				
10541	Scuba Center	478.00		Open Water Trng:Erdman 3/20/19	01-205-234-0000-6357	3706	N
	Warrant # 27718	Total...	478.00				
11982	Summit Food Service LLC	440.23		Inmate Laundry 3/16-3/22/19	01-207-000-0000-6366	INV2000044932	N
11982		217.03		Condiments 3/16-3/22/19	01-207-000-0000-6463	INV0000044930	N
11982		6,839.28		Inmate Meals 3/16-3/22/19	01-207-000-0000-6463	INV2000044931	N
	Warrant # 27719	Total...	7,496.54				
2724	University Of Mn-Fiscal	18,444.99		Reimb:4-HPC Aly Q119	01-601-000-0000-6284	22238	N
	Warrant # 27720	Total...	18,444.99				
21815	Vogel & Gorman Plc	1,425.00		Prof Svc:Margaret 1/2019	01-011-000-0000-6271	36940	N
21815		1,650.00		Prof Svc:Richard 1/2019	01-011-000-0000-6271	36937	N
21815		2,000.00		Prof Svc:Adam 1/2019	01-011-000-0000-6271	36936	N
21815		2,000.00		Prof Svc:Adam 2/2019	01-011-000-0000-6271	36939	N
21815		1,650.00		Prof Svc:Richard 2/2019	01-011-000-0000-6271	36938	N
	Warrant # 27721	Total...	8,725.00				
	Warrant Form WFXX-ACH	Total...	61,542.00	30 Transactions			
	Final Total...	223,742.63	313 Transactions				

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<u>WARRANT RUN INFORMATION</u>	<u>WARRANT FORM</u>	<u>STARTING WARRANT NO.</u>	<u>ENDING WARRANT NO.</u>	<u>DATE OF PAYMENT</u>	<u>DATE OF APPROVAL</u>	<u>PPD COUNT</u>	<u>AMOUNT</u>	<u>CTX COUNT</u>	<u>AMOUNT</u>
75		444174	444248	04/05/2019	04/05/2019				
17		27705	27721	04/05/2019	04/05/2019	2	1,530.00	15	60,012.00
223,742.63	TOTAL								

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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	145,124.15	County General Revenue	46,342.19	98,781.96
3	66,441.97	County Road and Bridge	12,333.31	54,108.66
11	243.34	Health & Human Service Fun	-	243.34
25	188.36	Economic Development Auth	-	188.36
34	3,643.00	Capital Plan	2,790.00	853.00
61	2,161.71	Waste Management Facilities	76.50	2,085.21
81	5,940.10	Settlement Fund	-	5,940.10
	223,742.63	TOTAL	61,542.00	162,200.63
			TOTAL ACH	TOTAL NON-ACH

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				<u>On-Behalf-of-Name</u>		<u>From Date</u>	<u>To Date</u>	
10937	Ag Electrical Specialists of Racine	245.00	Starter 8602		03-340-000-0000-6562	A42718		N
	Warrant # 444289 Total...	245.00						
27106	American Solutions For Business	519.54	HHW Inserts		61-399-192-0000-6241	INV04043432		N
	Warrant # 444290 Total...	519.54						
10575	APG Media of So Minnesota, LLC	73.40	Wan Landfl Hrs		61-397-000-0000-6241	14024-0319		N
	Warrant # 444291 Total...	73.40						
1142	Cannon Valley Trail	2,520.00	CVT FY2019		01-002-010-0000-6823	5247002		N
	Warrant # 444292 Total...	2,520.00						
11439	Century Link	0.25	PS ALI 4/2019		01-025-000-0000-6201	612e310008		N
11439		1.62	PRI 4/2019		01-025-000-0000-6201	612e310215		N
11439		1.62	PRI 4/2019		01-025-000-0000-6201	612e100569		N
11439		61.11	PS ALI 4/2019		01-063-000-0000-6201	612e310008		N
11439		398.42	PRI 4/2019		01-063-000-0000-6201	612e310215		N
11439		398.42	PRI 4/2019		01-063-000-0000-6201	612e100569		N
11439		5.10	PS ALI 4/2019		11-420-600-0010-6201	612e310008		N
11439		33.27	PRI 4/2019		11-420-600-0010-6201	612e310215		N
11439		33.27	PRI 4/2019		11-420-600-0010-6201	612e100569		N
11439		1.62	PS ALI 4/2019		11-420-640-0010-6201	612e310008		N
11439		10.55	PRI 4/2019		11-420-640-0010-6201	612e310215		N
11439		10.55	PRI 4/2019		11-420-640-0010-6201	612e100569		N
11439		6.47	PS ALI 4/2019		11-430-700-0010-6201	612e310008		N
11439		42.19	PRI 4/2019		11-430-700-0010-6201	612e310215		N
11439		42.19	PRI 4/2019		11-430-700-0010-6201	612e100569		N
11439		1.74	PS ALI 4/2019		11-479-478-0000-6201	612e310008		N
11439		11.36	PRI 4/2019		11-479-478-0000-6201	612e310215		N
11439		11.36	PRI 4/2019		11-479-478-0000-6201	612e100569		N
11439		4.23	PS ALI 4/2019		11-479-479-0000-6201	612e310008		N
11439		27.59	PRI 4/2019		11-479-479-0000-6201	612e310215		N
11439		27.59	PRI 4/2019		11-479-479-0000-6201	612e100569		N
	Warrant # 444293 Total...	1,130.52						
11020	Century Link (Phoenix)	587.34	Telephone 3/4-4/3/19		01-063-000-0000-6201	6513853000		N
11020		49.89	Telephone:Courts 3/4-4/3/19		01-063-000-0000-6201	6513853000		N
11020		0.04	Telephone:GAL 3/4-4/3/19		01-063-000-0000-6201	6513853000		N
11020		57.44	Telephone:Police 3/4-4/3/19		01-063-000-0000-6201	6513853000		N
11020		10.36	Telephone:PubDef 3/4-4/3/19		01-063-000-0000-6201	6513853000		N

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11020	Century Link (Phoenix)	260.67	Telephone 3/4-4/3/19	11-420-600-0010-6201	6513853000	N
11020		57.88	Telephone 3/4-4/3/19	11-420-640-0010-6201	6513853000	N
11020		182.96	Telephone 3/4-4/3/19	11-430-700-0010-6201	6513853000	N
11020		69.07	Telephone 3/4-4/3/19	11-479-478-0000-6201	6513853000	N
11020		161.17	Telephone 3/4-4/3/19	11-479-479-0000-6201	6513853000	N
	Warrant # 444294	Total...	1,436.82			
4628	Conney Safety Products	28.36	HHW Placards	61-399-000-0000-6418	5685771	N
4628		15.93	HHW Placards	61-399-000-0000-6418	5687890	N
	Warrant # 444295	Total...	44.29			
1226	Dakota Electric Assoc	18.21	St Lts #46	03-310-000-0000-6251	2-1366814	N
1226		7.75	St Lts #7	03-310-000-0000-6251	2-1366814	N
1226		108.04	St Lts #18	03-310-000-0000-6251	2-1366814	N
1226		7.74	St Lts #31	03-310-000-0000-6251	2-1366814	N
1226		7.75	St Lts #19	03-310-000-0000-6251	2-1366814	N
	Warrant # 444296	Total...	149.49			
13427	Dart Drones	7,500.00	2 day drone training 2/20-2/21	01-127-126-0000-6357	606	N
	Warrant # 444297	Total...	7,500.00			
12768	Dell Marketing Lp	774.72	Computer:JH 3/26/19	01-055-000-0000-6480	10306238931	N
	Warrant # 444298	Total...	774.72			
1276	Erv's Supply Of Parts Inc	27.68	Air Line/Fitting 1202	03-340-000-0000-6562	265992	N
	Warrant # 444299	Total...	27.68			
4644	Express Services, Inc.	640.00	RC Temp 3/11-3/15 (4)	61-398-000-0000-6283	22036066	N
4644		760.00	RC Temp 3/18-3/22 (5)	61-398-000-0000-6283	22072702	N
	Warrant # 444300	Total...	1,400.00			
12042	Galls LLC - DBA Uniforms Unlimited	361.99	Initl uniform:Kelly 3/22/19	01-201-000-0000-6453	12285808	N
12042		124.99	Initl uniform:Hofschulte 3/26	01-201-000-0000-6453	12313208	N
12042		94.44	Initl gear:Blue 3/29/19	01-201-000-0000-6453	12350953	N
12042		33.99	Initl uniform:Hofschulte 3/28	01-201-000-0000-6453	12337758	N
12042		33.99	Initl uniform:Blue 3/28/19	01-201-000-0000-6453	12337758	N
12042		33.99	Initl uniform:Tiedemann 3/28	01-201-000-0000-6453	12337758	N
12042		18.99	Initl gear:Hofschulte 3/22/19	01-201-000-0000-6454	12285800	N
12042		26.99	Initl gear:Hofschulte 3/26/19	01-201-000-0000-6454	12313237	N
	Warrant # 444301	Total...	729.37			



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7334	Grainger Inc	7.78	HHW Labels		61-399-000-0000-6418	9130422497		N
7334		18.71	HHW pH Test Strips		61-399-000-0000-6418	9130422497		N
	Warrant # 444302	Total...	26.49					
1367	Grover Auto Co	60.63	#1741 oil change 4/9/19		01-103-000-0000-6303	37045		N
	Warrant # 444303	Total...	60.63					
5234	HBC	50.17	Fire Alarm Lines		03-330-000-0000-6209	93976		N
5234		100.00	Internet/Comm Rcy		61-398-000-0000-6209	81940		N
5234		50.17	Fire Alarm Lines		61-398-000-0000-6209	81940		N
	Warrant # 444304	Total...	200.34					
9152	Hiawatha Valley Adult	1,695.00	GED classes Q418		01-207-240-0000-6358			N
	Warrant # 444305	Total...	1,695.00					
3972	Innovative Office Solutions Llc	106.80	USB drives etc 4/1/19		01-091-000-0000-6405	2462875		N
3972		98.53	Mouse,pens,staples etc 4/4/19		01-255-000-0000-6405	2466386		N
	Warrant # 444306	Total...	205.33					
3119	J.R.'s Appliance Disposal Inc	315.00	Landf Appl Disposal		61-397-000-0000-6841	97365		N
	Warrant # 444307	Total...	315.00					
12993	Jaytech Inc.	2,298.30	Cooling water trmt 3/29/19		01-111-112-0000-6413	102561		N
	Warrant # 444308	Total...	2,298.30					
4712	JJ Lawnscape Underground Sprinkler	187.90	Repairs 9/6/18		01-111-112-0000-6306	21984		N
4712		661.82	Repairs 5/22/18		01-111-115-0000-6306	21646		N
	Warrant # 444309	Total...	849.72					
253	Juliar/Joe	50.00	Bd mtg security 4/2/19		01-005-000-0000-6284			N
	Warrant # 444310	Total...	50.00					
8688	Linderman/Rosemary S.	5,150.00	Expert witness:Taylor 3/22/19		01-011-000-0000-6265	25PR18251		N
	Warrant # 444311	Total...	5,150.00					
11575	Loffler Companies Inc.	35.22	Copies 3/2019		01-091-000-0000-6302	3075850		N
11575		196.89	Copies 3/8-4/7/19		01-091-000-0000-6302	3077678		N
	Warrant # 444312	Total...	232.11					
5548	L3 Communications Mobile-Vision Inc	4,020.05	#1924 MobileVision 3/27/19		34-201-000-0000-6663	345070		N
5548		4,020.05	#1925 MobileVision 3/27/19		34-201-000-0000-6663	345070		N
5548		4,020.06	#1926 MobileVision 3/27/19		34-201-000-0000-6663	345070		N

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5548	L3 Communications Mobile-Vision Inc	4,020.06	#1927 MobileVision	3/27/19	34-201-000-0000-6663	345070	N
	Warrant # 444313	Total...					
		16,080.22					
5138	Madden Galanter Hansen LLP	657.65	Labor reltn svc	3/2019	01-061-000-0000-6275		N
	Warrant # 444314	Total...					
		657.65					
11984	McCutchan/Alden	846.00	35.002.0500 clerical error		81-850-000-0000-2106		N
	Warrant # 444315	Total...					
		846.00					
1615	Mn Bureau Of Criminal Apprehension	1,130.00	PTC new Q119		72-850-000-0000-2194	25.000060	N
1615		240.00	PTC renew Q119		72-850-000-0000-2194	25.000060	N
	Warrant # 444316	Total...					
		1,370.00					
1821	Mn Dept Of Finance	1,269.00	Batt wmn/birth cert	3/2019	72-850-000-0000-2173		N
1821		181.50	RE assurance	Q119	72-850-000-0000-2176		N
1821		6,142.50	State surcharge	3/2019	72-850-000-0000-2209		N
1821		1,408.00	Birth/death surcharge	3/2019	72-850-000-0000-2218		N
1821		1,480.00	Birth cert surcharge	3/20109	72-850-000-0000-2218		N
	Warrant # 444317	Total...					
		10,481.00					
6788	Mn Dept Of Health	425.00	Well certificate	Q119	72-850-000-0000-2207		N
	Warrant # 444318	Total...					
		425.00					
837	Motorola Solutions Inc	12,998.64	Dispatch svc agrmnt	2019	01-209-000-0000-6301	8230220032	N
	Warrant # 444319	Total...					
		12,998.64					
1688	NAPA Auto Parts Of Kenyon	36.85	Fuel Filters	0902	03-340-000-0000-6563	292734	N
1688		13.08	Air Compressor Filter	Kyn	03-350-000-0000-6563	292513	N
	Warrant # 444320	Total...					
		49.93					
1661	Neufab Specialty Fabricators	171.44	Tube Steel - Shop Cart		03-340-000-0000-6420	150371	N
	Warrant # 444321	Total...					
		171.44					
7240	Norton Psychological Services	350.00	Psych eval:Tiedemann	4/1/19	01-201-000-0000-6291		N
	Warrant # 444322	Total...					
		350.00					
44402	Olmsted County Sheriff	85.00	Subpoena svc:Barba	4/4/19	01-091-000-0000-6277	19000880	N
	Warrant # 444323	Total...					
		85.00					
7813	OSI Environmental	300.00	Filter Disposal-Wng		61-397-000-0000-6839	2077879	N
7813		100.00	Oil Disposal-850g Rcy		61-399-192-0000-6838	2077858	N
7813		100.00	Filter Disposal-Rcu		61-399-192-0000-6838	2077880	N

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	Warrant # 444324	Total...	500.00					
5545	Paul's Industrial Garage		35.00	Dumpster 4/1/19	01-201-000-0000-6257	105719		N
	Warrant # 444325	Total...	35.00					
12072	Policeone.com		495.00	Taser instr trng:Weidler 11/19	01-207-000-0000-6357	53762		N
12072			495.00	Taser inst trng:Schwartz 11/19	01-207-000-0000-6357	53702		N
12072			495.00	Taser inst trng:Stanton 11/19	01-207-000-0000-6357	54261		N
	Warrant # 444326	Total...	1,485.00					
9146	Precise MRM LLC		315.00	GPS Data Svc Feb (9)	03-310-000-0000-6270	1020642		N
	Warrant # 444327	Total...	315.00					
6068	River Country Cooperative		713.98	Diesel 245.33g 0602	03-340-000-0000-6565	294380		N
6068			75.58	Diesel 25.2g 0802	03-340-000-0000-6565	294380		N
6068			320.16	Diesel 112.38g 0701	03-340-000-0000-6565	294380		N
6068			580.54	Diesel 193.58g 0902	03-340-000-0000-6565	294380		N
6068			74.00	Unld 30.22g 0608	03-340-000-0000-6567	294380		N
	Warrant # 444328	Total...	1,764.26					
12545	Rivertown Multimedia		1,242.00	Delq tax list 3/30/19	01-041-000-0000-6242	1846930		N
	Warrant # 444329	Total...	1,242.00					
13425	Rosemount Saw & Tool		50.00	Sharpen Chipper Blades	03-340-000-0000-6304	273180		N
	Warrant # 444330	Total...	50.00					
3315	Ryan Glass Inc		689.51	#1824 repair windshield 3/15/1	01-201-000-0000-6303	6072		N
	Warrant # 444331	Total...	689.51					
5152	Ryan Manufacturing Inc		1,056.50	Mat'l-Fab Conveyor	03-340-000-0000-6563	40126		N
	Warrant # 444332	Total...	1,056.50					
2054	SEMV CET		250.00	Cell hawk software 4/1/19	01-201-000-0000-6270	20190304		N
	Warrant # 444333	Total...	250.00					
6450	Staples Advantage		6.09	Supplies 3/19/19	01-101-000-0000-6405	3408426592		N
6450			36.87	Supplies 3/19/19	01-101-000-0000-6405	3408426593		N
	Warrant # 444334	Total...	42.96					
6284	Steberg/Glen		1,340.00	Landfill Equip Mar	61-397-000-0000-6343	Mar-19		N
6284			2,520.00	Landfill Hrs Mar	61-397-000-0000-6349	Mar-19		N

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	Warrant #	444335	Total...	3,860.00				
1831	Streichers Inc		137.98	Initl uniform:Bartsch 3/29/19	01-207-000-0000-6453	i1359931		N
1831			137.98	Initl uniform:Sievers 3/29/19	01-207-000-0000-6453	i359930		N
	Warrant #	444336	Total...	275.96				
2469	Toshiba Financial Services (L.A.)		244.85	Copier 4/2019	01-255-000-0000-6302	69444588		N
	Warrant #	444337	Total...	244.85				
1256	Trovehl Industries Inc		39.44	Partition parts:GOV 4/1/19	01-111-110-0000-6305	20044		N
	Warrant #	444338	Total...	39.44				
3418	Verizon Wireless		25.56	Cell phone 2/27-3/26/19	01-055-000-0000-6202	9827037325		N
3418			105.48	Data cards 2/27-3/26/19	01-055-000-0000-6206	9827037325		N
3418			17.86	Data cards 2/27-3/26/19	11-420-600-0010-6206	9827037325		N
3418			17.86	Data cards 2/27-3/26/19	11-420-600-0010-6206	9827037325		N
3418			35.01	Data cards 2/27-3/26/19	11-420-600-0010-6206	9827037325		N
3418			35.01	Data cards 2/27-3/26/19	11-420-600-0010-6206	9827037325		N
3418			17.15	Data cards 2/27-3/26/19	11-430-700-0010-6206	9827037325		N
3418			17.15	Data cards 2/27-3/26/19	11-430-700-0010-6206	9827037325		N
3418			70.02	Data cards 2/27-3/26/19	11-430-700-0010-6206	9827037325		N
3418			18.41	Cell phone 2/27-3/26/19	11-463-463-0000-6202	9827037325		N
3418			35.01	Data cards 2/27-3/26/19	11-463-463-0000-6206	9827037325		N
3418			35.01	Data cards 2/27-3/26/19	11-463-463-0000-6206	9827037325		N
3418			35.01	Data cards 2/27-3/26/19	11-463-463-0000-6206	9827037325		N
3418			12.78	TANF Cell phone 2/27-3/26/19	11-466-450-0000-6202	9827037325		N
3418			3.83	Cell phone 2/27-3/26/19	11-479-478-0000-6202	9827037325		N
3418			7.94	Cell phone 2/27-3/26/19	11-479-478-0000-6202	9827037325		N
3418			3.89	Cell phone 2/27-3/26/19	11-479-478-0000-6202	9827037325		N
3418			8.95	Cell phone 2/27-3/26/19	11-479-479-0000-6202	9827037325		N
3418			18.53	Cell phone 2/27-3/26/19	11-479-479-0000-6202	9827037325		N
3418			9.07	Cell phone 2/27-3/26/19	11-479-479-0000-6202	9827037325		N
	Warrant #	444339	Total...	529.53				
6629	Wsb & Assoc Inc		159.00	IT support 3/27/19	01-101-103-0000-6269	135130002		N
	Warrant #	444340	Total...	159.00				
	Warrant Form	WFXX	Total...	83,687.64	139 Transactions			

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2313	Aramark Uniform Services Inc	47.50	Uniforms-Mech		03-340-000-0000-6307	792562791		N
2313		35.28	Shop Rags		03-340-000-0000-6420	792562791		N
2313		132.30	Uniforms		61-398-000-0000-6307	792562791		T
2313		122.92	Mats & towels		61-398-000-0000-6411	792562791		T
	Warrant # 27731	Total...	338.00					
3124	Kwik Trip Inc	6.30	Maint 3/2019		01-103-000-0000-6303	278333		N
3124		180.78	Fuel 3/2019		01-103-000-0000-6567	278333		N
3124		22.50	Maint 3/2019		01-127-127-0000-6303	278333		N
3124		506.51	Fuel 3/2019		01-127-127-0000-6567	278333		N
3124		58.98	Fuel 3/2018		01-127-129-0000-6567	278333		N
3124		22.50	Maint 3/2019		01-130-000-0000-6303	278333		N
3124		1,462.63	Fuel 3/2019		01-130-000-0000-6567	278333		N
3124		43.20	Maint 3/2019		01-201-000-0000-6303	278334		N
3124		10,620.43	Fuel 3/2019		01-201-000-0000-6567	278334		N
3124		82.80	Fuel 3/2019		01-201-000-0000-6567	278334		N
3124		30.03	Diesel 3/2019		01-205-000-0000-6565	278334		N
3124		64.29	Fuel 3/2019		01-205-235-0000-6567	278334		N
3124		118.64	Fuel 3/2019		01-207-000-0000-6567	278334		N
3124		6.30	Maint 3/2019		01-281-280-0000-6303	278334		N
3124		121.65	Fuel 3/2019		01-281-280-0000-6567	278334		N
3124		4,539.21	Diesel 3/2019		03-340-000-0000-6565	278333		N
3124		134.24	Fuel 3/2019		03-340-000-0000-6567	278333		N
	Warrant # 27732	Total...	18,020.99					
9483	Magnet Forensics USA Inc	2,599.00	Axiom exam trng 7/19		01-201-000-0000-6357	SIN026976		N
	Warrant # 27733	Total...	2,599.00					
44	Marco Technologies LLC	47.78	Copier 4/2019		01-063-000-0000-6302	6204496		N
44		690.71	Printer support 3/27-4/26/19		01-063-000-0000-6302	6177280		N
	Warrant # 27734	Total...	738.49					
8820	Mayo Clinic Health System, Red Wing	497.00	Emp physical:Tiedemann 3/28		01-201-000-0000-6291	700005050		N
	Warrant # 27735	Total...	497.00					
892	MCCC	6,277.00	Property tax support Q219		01-063-000-0000-6268	1904027		N
892		412.50	Property tax beta testing Q219		01-063-000-0000-6268	1904027		N
892		600.00	Property tax enh fund Q219		01-063-000-0000-6269	1904027		N
	Warrant # 27736	Total...	7,289.50					

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503	Mjs Security Inc	2,880.00	Prof svc 3/18-3/28	01-063-000-0000-6278	1903154		N
	Warrant # 27737	Total...	2,880.00				
1727	Red Wing City-Finance	39.03	Evidence postage 2/6-3/28/19	01-201-000-0000-6203	38204		N
1727		28.39	Evidence bags,bottles 3/27/19	01-201-000-0000-6420	38088		N
1727		190.00	TV/Microwave disposal 3/29/19	01-207-000-0000-6258	38231		N
	Warrant # 27738	Total...	257.42				
10907	RTG Consulting Inc.	900.00	Bdlg permit support 3/28/19	01-101-103-0000-6269	1167		N
	Warrant # 27739	Total...	900.00				
11982	Summit Food Service LLC	440.23	Inmate laundry 3/23-3/29/19	01-207-000-0000-6366	2000045267		N
11982		10.04	Oven mitts 3/28/19	01-207-000-0000-6420	0000045265		N
11982		103.80	Condiments 3/23-3/29/19	01-207-000-0000-6463	00000415265		N
11982		6,258.41	Inmate meals 3/23-3/29/19	01-207-000-0000-6463	2000045266		N
	Warrant # 27740	Total...	6,812.48				
8611	Visualgov Solutions Llc	66.00	Echeck proc fees Q119	01-041-000-0000-5450	JS-3578		N
	Warrant # 27741	Total...	66.00				
8381	Zumbrota Water & Sewer Dept	114.00	Wtr & Swr	03-350-000-0000-6253	8660		N
	Warrant # 27742	Total...	114.00				
	Warrant Form WFXX-ACH	Total...	40,512.88	39 Transactions			
	Final Total...		124,200.52	178 Transactions			

anderson  
04/12/2019

9:40AM  
Warrant Form WFXX-ACH  
Auditor's Warrants

# Goodhue County

WARRANT REGISTER  
Auditor Warrants

Approved 04/12/2019  
Pay Date 04/12/2019



<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>
52	WFXX	444289	444340	04/12/2019	04/12/2019				
12	WFXX-ACH	27731	27742	04/12/2019	04/12/2019	0		12	40,512.88
	TOTAL						124,200.52		

# Goodhue County

WARRANT REGISTER  
Auditor Warrants

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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	77,705.17	County General Revenue	35,387.43	42,317.74
3	8,749.70	County Road and Bridge	4,870.23	3,879.47
11	1,399.32	Health & Human Service Fun	-	1,399.32
34	16,080.22	Capital Plan	-	16,080.22
61	7,144.11	Waste Management Facilities	255.22	6,888.89
72	12,276.00	Other Agency Funds	-	12,276.00
81	846.00	Settlement Fund	-	846.00
	124,200.52	TOTAL	40,512.88	83,687.64
			TOTAL ACH	TOTAL NON-ACH