

**FILLMORE COUNTY
BOARD OF COMMISSIONERS
MEETING AGENDA
February 2, 2016**

Fillmore County Courthouse, 101 Fillmore Street West - Preston, MN

Mitch Lentz - First District

Harry Root - Third District

Randy Dahl - Second District

Duane Bakke - Fourth District

Marc Prestby - Fifth District

Pledge of Allegiance

9:00 a.m. Approve agenda

Approve Consent Agenda:

1. January 26, 2016 County Board minutes.
2. Payment of Stantec Consulting Services, Inc invoice #1002755 in the amount of \$840.00 for Greenleafon Community Sanitary Projection professional services for December 5, 2015 through January 1, 2016.
3. Family and Medical Leave for Employee #924 for up to twelve (12) weeks effective January 19, 2016 in accordance with County Policies.

Approve Commissioners' Warrants

Review Auditor's Warrants

9:05 a.m. Terry Schultz, Building Maintenance Supervisor

1. Consider approval of bid for tuck pointing at the Sheriff's Office Building and the County Office Building
2. Update regarding air conditioning compressor for the Fillmore County Office Building

9:20 a.m. Mike Frauenkron, Feedlot Officer

1. Consider request to use \$16,520 of the Feedlot Grant dollars towards Pictometry project

9:30 a.m. Citizen Input

9:35 a.m. Ronald Gregg, Highway Engineer

1. Consider request to enter into contract with Department of Natural Resources to conduct a mussel survey on the two bridge replacements, County State Aid Highway No. 1

9:45 a.m. Kristina Kohn, Human Resources Officer

1. Consider request to hire replacement Highway Maintenance Specialist I at union scale effective February 12, 2016 as recommended by the Hiring Committee
2. Consider request to hire Engineering Technician, Sr. at Grade 9/ Step 4 effective March 11, 2016 as recommended by the Hiring Committee
3. Consider request to increase FTE of Sara Peterson, RN from 0.5 to 0.7 FTE effective February 5, 2016 as recommended by the Community Services Committee
4. Consider request to hire temporary RN, not to exceed 6 months at Grade 9/Step 1 as recommended by the Community Services Committee

OTHER ADMINISTRATIVE ITEMS:

1. Discussion with possible action regarding PRI line installation and contract for Sheriff's Office along with potential contract sharing with other two current PRI lines.

FILLMORE COUNTY BOARD OF COMMISSIONERS

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Calendar review and committee reports

- 11:00 a.m. Representative Gregg Davids and Senator Jeremy Miller
1. Presentation of Fillmore County 2016 Legislative priorities and Association of Minnesota Counties 2016 Legislative priorities

MEETINGS: (Conference Room 102U, Fillmore County Courthouse unless otherwise indicated)

- Tuesday, February 2 7:30 a.m. Airport
8:00 a.m. Solid Waste, Coordinator's Office, Courthouse, Preston
9:00 a.m. County Board – Special Meeting, Commissioners' Boardroom, Courthouse, Preston
- Monday, February 8 12:30 p.m. Southeast MN Regional Radio Advisory Committee (RAC) and the Emergency Communication Board (ECB), Rochester
6:00 p.m. Developmental Achievement Center (DAC), Preston
6:30 p.m. Semcac Inc., Community Center, St. Charles
7:30 p.m. Winneshiek County Solid Waste Agency Joint Powers Board, Decorah
- Tuesday, February 9 8:00 a.m. Finance
9:00 a.m. County Board – Regular Meeting, Commissioners' Boardroom, Courthouse, Preston
11:00 a.m. Employee Recognition, Commissioners' Boardroom, Courthouse, Preston
- Thursday, February 11 8:00 a.m. Southeast MN Emergency Medical Services, Workforce Development Building, Rochester
9:30 a.m. Workforce Development, Rochester
12:00 p.m. Fillmore County Corrections Task Force
4:30 p.m. Soil and Water Conservation District, SWCD Building, Preston
- Monday, February 15 All Day County Offices closed in observance of President's Day
- Tuesday, February 16 9:00 a.m. Root River Watershed Advisory, Conf. Rm. 108, Fillmore County Office Building, Preston
1:00 p.m. Technology/Land Records/GIS
- Wednesday, February 17 9:00 a.m. Basin Alliance, Rochester
- Monday, February 22 6:00 p.m. Zumbro Valley Health Services, Rochester
- Tuesday, February 23 7:30 a.m. Highway, Highway Office, Preston
9:00 a.m. County Board – Special Meeting, Commissioners' Boardroom, Courthouse, Preston
12:00 p.m. Community Services, Commissioners' Boardroom, Courthouse, Preston (Right after Board meeting)
4:30 p.m. Economic Development Authority
- Monday, February 29 9:00 a.m. Root River One Watershed/One Plan, Conference Room 108, Fillmore County Office Building, 902 Houston Street NW, Preston

FILLMORE COUNTY COMMISSIONERS' MINUTES

January 26, 2016

This is a preliminary draft of the January 26, 2016 minutes as interpreted by the Clerk of the Board for use in preparing the official minutes. It is expected that there will be corrections, additions, and/or omissions before the final minutes are reviewed and officially approved by the County Board.

The Board of County Commissioners of Fillmore County, Minnesota met in special session this 26th day of January, 2016 at 9:00 a.m. in the Commissioners' Board Room, Fillmore County Courthouse, in the City of Preston.

The following members were present: Commissioners Marc Prestby, Randy Dahl, Duane Bakke, Mitch Lentz, and Harry Root. Also present were: Bobbie Vickerman, Coordinator/Clerk; Shirl Boelter, Auditor/Treasurer; Brett Corson, County Attorney; David Kiehne, Recorder; Neva Beier, Social Services Manager; Ronald Gregg, Highway Engineer; Kristina Kohn, Human Resources Officer; Karen Reisner, Fillmore County Journal; and Gretchen Mensink-Lovejoy, Republican-Leader.

The Pledge of Allegiance was recited.

On motion by Root and seconded by Lentz, the Board unanimously approved the agenda.

On motion by Dahl and seconded by Bakke, The Board unanimously approved the following Consent Agenda:

- 1. January 12, 2016 County Board minutes, as presented.

On motion by Lentz and seconded by Bakke, the Board unanimously approved payment of the following Commissioners' warrants:

WARRANTS

The Auditor's warrants were reviewed.

Shirl Boelter, Auditor/Treasurer, was present.

Boelter reviewed what the Minnesota Counties Computer Cooperative (MnCCC) provides to Fillmore County. Overall, she noted that the Cooperative provides services to the user groups in a collaborative manner to reduce costs.

On motion by Dahl and seconded by Root, the Board unanimously approved the request to send out ambulance contracts to Lanesboro, Chatfield, Harmony, Mabel, Preston, Spring Valley and Rushford for 2016 ambulance appropriation of \$4,500/each with approval to pay when contracts are returned with proper signatures.

David Kiehne, Recorder, was present.

Kiehne reviewed his 2015 compliance report for recording requirements to the state.

On motion by Bakke and seconded by Dahl, the Board unanimously approved the 2016 Annual Recorder's and Unallocated Fund requests.

Brett Corson, County Attorney, was present.

On motion by Bakke and seconded by Root, the Board unanimously approved an unpaid internship for Austen Case, current student at the University of Wisconsin-Stout.

Neva Beier, Social Services Manager, was present.

On motion by Dahl and seconded by Root, the Board unanimously approved the 2016 contract with Semcac Transportation for medical transportation.

On motion by Bakke and seconded by Dahl, the Board unanimously approved the 2016 contract with Workforce Development, Inc. for Minnesota Family Investment Program (MFIP) and Diversionary Work Program (DWP).

On motion by Root and seconded by Dahl, the Board unanimously approved the 2016 contract with Zumbro Valley Health Center for the Community Support Program (CSP) for Adult Case Manager/Mental Health Practitioner services.

On motion by Dahl and seconded by Bakke, the Board unanimously approved the 2016 contract with Zumbro Valley Health Center for Adult Outpatient, ICRS, Adult Residential Crisis Stabilization, Adult Residential Treatment and Detoxification services.

On motion by Bakke and seconded by Dahl, the Board unanimously approved the 2016 contract with Zumbro Valley Health Center for Children and Adult Mental Health Targeted Case Management and Child and Adult Case Management.

On motion by Dahl and seconded by Lentz, the Board unanimously approved the 2016 contract with Hiawatha Valley Mental Health Center for Children and Adult Mental Health Targeted Case Management.

Ronald Gregg, Highway Engineer, was present

On motion by Root and seconded by Lentz, the following resolution was unanimously adopted:
RESOLUTION 2016-003: Final payment to Rochester Sand and Gravel for SAP 23-608-043, Spring Valley Township

On motion by Dahl and seconded by Bakke, the following resolution was unanimously adopted:
RESOLUTION 2016-004: Final payment to Rochester Sand and Gravel for FAA AIP No: 3-27-0080-11-15 and SP No: 2301-32, Fillmore County Airport, Fountain Township

The following Highway Committee report was given: Bakke and Prestby – Two projects that are currently being worked on are the Sumner Township Bridge, which is 80% complete, and right of ways for County 1. Bakke noted that they need to mitigate some issues and clear trees out. He noted it is critical to have issues resolved by April 1st due to possible disruption to critical habitat such as mussels and the Northern Long-Eared Bat. A list of 2016 projects will be presented at the next Highway Committee meeting. Plan is to meet with the maintenance staff regarding coverage, but the last two meetings have not happened due to snow. Master Bike Plan – further discussion.

The Chair recessed the meeting at 10:18 a.m. and reconvened back in session at 10:24 a.m.

Kristina Kohn, Human Resources Officer, was present.

On motion by Dahl and seconded by Root, the Board unanimously approved the resignation of Mike Gudmundson, Highway Maintenance Specialist, III, effective January 28, 2016 and thanked him for his service with Fillmore County.

On motion by Dahl and seconded by Root, the Board unanimously approved the hire of replacement Highway Maintenance Specialist I for Cherry Grove Shop from the hiring list as recommended by the Hiring Committee.

On motion by Dahl and seconded by Bakke the Board unanimously approved the resignation of Mary Maureen Anderson, Public Health Nurse, effective March 3, 2016 and thanked her for her service with Fillmore County.

On motion by Dahl and seconded by Lentz, the Board unanimously approved the annual maintenance invoice for firewall appliances with The Barrier Group in the amount of \$6,875.00 as recommended by the Technology/Land Records/GIS committee.

On motion by Bakke and seconded by Root, the Board unanimously approved the appointment of Andrew Gathje, 4-H Federation President, as the youth representative for the Extension Committee for a two year term as recommended by the Extension Committee.

On motion by Dahl and seconded by Lentz, the Board unanimously approved additional dollars for training Danae Murphy in Information Systems assistance per job description as recommended by the Technology/Land Records/GIS committee.

A review of the calendar was done and the following committee reports and announcements were given: Bakke provided some calendar corrections; Bakke/Root –Extension – met interim 4-H Coordinator, hire will occur June 1st, discussion on where the Board is going with the staffing at Extension; met with Chuck Schwartau, Regional Director – discussed the training difference with 4-H and Ag Educator and also there would be two separate supervisors; Bakke/Root - recommend to the board to continue on with existing Extension contract with University of Minnesota, no action needed due to contract in place; Bakke – Soil and Water Conservation District (SWCD) – went through grants and annual processes; Buffer Webinar – Buffer Initiative maps will be coming within the next month from Department of Natural Resources (DNR), compliance date is November 2017; Planning Commission - discussions regarding agricultural tourism business as a conditional use was discussed, shoreland ordinance, manure application loading and unloading on the roads and SWCD approved letter to send out to cooperators, see if we can get those letters signed, e-mail Donna Rasmussen, District Manager; Lentz – Southeast Minnesota Emergency Radio, and Technology/Land Records/GIS; Root –Spring Valley Kiwanis will be speaking there tomorrow; Dahl/Root - Facilities - security options, boilers, tuck point bid approval and compressor claim for County Office Building; and Prestby – Technology/Land Records/GIS – reviewed allocated and unallocated balances, reviewed cell phone policy; and Zumbro Valley - had regular meeting and annual meeting – have improved their reserve.

On motion by Lentz and seconded by Root, the Chair adjourned the meeting at 11:01 a.m.



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
3	DEPT			Board Of Commissioners		
1152	Prestby/Marc 01-003-000-0000-6335		118.80	Mileage 01/05/2016 01/26/2016	Jan 2016	Employee Automobile Allowance
1152	Prestby/Marc		118.80	1 Transactions		
3731	Root/Harry 01-003-000-0000-6335		132.30	Mileage 01/05/2016 01/27/2016	Jan 2016	Employee Automobile Allowance
3731	Root/Harry		132.30	1 Transactions		
3	DEPT Total:		251.10	Board Of Commissioners	2 Vendors	2 Transactions
11	DEPT			District Court		
1057	Murakami Law Firm, LLC 01-011-000-0000-6261		745.00	Service	23-JV-15-881	Court Appointed Attorneys
1057	Murakami Law Firm, LLC		745.00	1 Transactions		
11	DEPT Total:		745.00	District Court	1 Vendors	1 Transactions
41	DEPT			Auditor/Treasurer		
83550	Kelly Printing & Signs 01-041-000-0000-6408	AP P	19.95	CH Notary Stamp	22660	Other Office Supplies
83550	Kelly Printing & Signs		19.95	1 Transactions		
41	DEPT Total:		19.95	Auditor/Treasurer	1 Vendors	1 Transactions
61	DEPT			Data Processing		
111	Fillmore Co Treasurer- Credit Card/ACH 01-061-000-0000-6255		20.61	Gas for St Cloud	1/19/2016	Gas
	01-061-000-0000-6337		76.68	Mtg Meals KJ SB CB	1/19/2016	Other Travel Expense
	01-061-000-0000-6337		23.48	Mtg Meals SB KJ CB	1/20/2016	Other Travel Expense
	01-061-000-0000-6337		100.01	Hotel Tax Mtg SB	269	Other Travel Expense
	01-061-000-0000-6337		100.01	Hotel Tax Mtg KJ	271	Other Travel Expense
	01-061-000-0000-6337		100.01	Hotel Tax Mtg CB	471	Other Travel Expense
111	Fillmore Co Treasurer- Credit Card/ACH		420.80	6 Transactions		

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
61	DEPT Total:		420.80	Data Processing	1 Vendors	6 Transactions
105	DEPT			Planning And Zoning		
2540	Duxbury/Steve 01-105-000-0000-6335		10.80	PC Mtg January 01/21/2016	January 2016	Employee Automobile Allowance
2540	Duxbury/Steve		10.80		1 Transactions	
6896	Erickson/Brad 01-105-000-0000-6335		20.52	PC Mtg January 01/21/2016	January 2016	Employee Automobile Allowance
6896	Erickson/Brad		20.52		1 Transactions	
2314	O'Connor/Ann 01-105-000-0000-6335		9.72	PC Mtg January 01/21/2016	January 2016	Employee Automobile Allowance
2314	O'Connor/Ann		9.72		1 Transactions	
6904	Ruskell/Gary L 01-105-000-0000-6335		18.36	PC Mtg January 01/21/2016	January 2016	Employee Automobile Allowance
6904	Ruskell/Gary L		18.36		1 Transactions	
105	DEPT Total:		59.40	Planning And Zoning	4 Vendors	4 Transactions
106	DEPT			Unallocated Recording Fee		
3288	M & I Lockbox:MCCC 01-106-000-0000-6637		5,000.00	2016 Tax Project Manager	2Y1601509	Software Expenses
	01-106-000-0000-6637		5,000.00	2016 CAMA Project Manager	2Y1601509	Software Expenses
3288	M & I Lockbox:MCCC		10,000.00		2 Transactions	
106	DEPT Total:		10,000.00	Unallocated Recording Fee	1 Vendors	2 Transactions
111	DEPT			Facilites Mtce		
7460	AI Larson & Sons Plumbing & Heating, Inc 01-111-000-0000-6317		107.40	Filters for Courthouse	16068	Building Maintenance
7460	AI Larson & Sons Plumbing & Heating, Inc		107.40		1 Transactions	

*** Fillmore County ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
5988	Preston Auto Parts						
	01-111-000-0000-6580			10.16	Battery's PA Hose Clamp	457209	Other Repair And Maintenance Supplies
	01-111-000-0000-6580			16.06	Maintenance Parts	458343	Other Repair And Maintenance Supplies
5988	Preston Auto Parts			26.22	2 Transactions		
81511	Preston Foods						
	01-111-000-0000-6411			14.97	Kitchen Towels	Jan 2016	Custodial Supplies
81511	Preston Foods			14.97	1 Transactions		
3448	Reliable Pest Management						
	01-111-000-0000-6377	AP	P	45.00	Rodent Control for FCOB	3459	Fees And Service Charges
3448	Reliable Pest Management			45.00	1 Transactions		
85924	Schilling Supply Company						
	01-111-000-0000-6411			162.03	Paper Towels & TP	521146-00	Custodial Supplies
85924	Schilling Supply Company			162.03	1 Transactions		
9206	Winona Heating & Ventilating Inc						
	01-111-000-0000-6317			204.17	Filters for Airhandler at FCOB	86475	Building Maintenance
9206	Winona Heating & Ventilating Inc			204.17	1 Transactions		
111	DEPT Total:			559.79	Facilites Mtce	6 Vendors	7 Transactions
149	DEPT				Other General Government		
6050	Wright/Sandra						
	01-149-000-0000-6335			21.60	Bluff Co HRA Mtg	Jan 2016	Employee Automobile Allowance
					01/08/2016 01/08/2016		
6050	Wright/Sandra			21.60	1 Transactions		
149	DEPT Total:			21.60	Other General Government	1 Vendors	1 Transactions
202	DEPT				Sheriff		
4052	NARTEC, Inc						
	01-202-000-0000-6455			91.10	Drug Testing Supplies	8246	Law Enforcement Supplies
4052	NARTEC, Inc			91.10	1 Transactions		
2176	Staples Advantage						
	01-202-000-0000-6455			99.78	Wireless mouse,Flashdrives	8037596235	Law Enforcement Supplies



Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name
			Paid On Bhf #	
2176 Staples Advantage		99.78	1 Transactions	
202 DEPT Total:		190.88	Sheriff	2 Vendors 2 Transactions
204 DEPT			Harmony-Mabel-Canton Contract	
8070 BCA-CJTE				
01-204-000-0000-6357		75.00	DMT G Online Recert DDornink	2079-OLDMT16C Peace Officer Training Expense
8070 BCA-CJTE		75.00	1 Transactions	
204 DEPT Total:		75.00	Harmony-Mabel-Canton Contract	1 Vendors 1 Transactions
251 DEPT			County Jail	
2981 Hoff/Luann				
01-251-000-0000-6337	AP P	48.88	Oct Nov Dec Mileage	Mileage Other Travel Expense
			10/01/2015 12/30/2015	
2981 Hoff/Luann		48.88	1 Transactions	
3073 United Laboratories				
01-251-000-0000-6411		267.13	Disinfectant Deodorant	143178 Custodial Supplies
3073 United Laboratories		267.13	1 Transactions	
4675 WCSO				
01-251-000-0000-6244		35.00	C Merkel Crises Neg. Train	2016 Continuing Education
4675 WCSO		35.00	1 Transactions	
251 DEPT Total:		351.01	County Jail	3 Vendors 3 Transactions
441 DEPT			Public Health	
3169 Pohlman/Brenda L				
01-441-000-0000-6448		70.20	Ship Grant Auto Exp	Jan 2016 Ship Grant Expenses
			01/07/2016 01/11/2016	
3169 Pohlman/Brenda L		70.20	1 Transactions	
5044 SURVEY SYSTEMS				
01-441-000-0000-6448	AP P	471.20	Surveys SHIP	10849 Ship Grant Expenses
5044 SURVEY SYSTEMS		471.20	1 Transactions	

*** Fillmore County ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
441	DEPT Total:			541.40	Public Health	2 Vendors	2 Transactions
442	DEPT				Wic Program		
3018	Perspective Enterprises 01-442-000-0000-6408			22.50	WIC Decal for Equipment	49816	Other Office Supplies
3018	Perspective Enterprises			22.50		1 Transactions	
442	DEPT Total:			22.50	Wic Program	1 Vendors	1 Transactions
443	DEPT				Nursing Service		
4928	1Source						
	01-443-000-0000-6437	AP	P	2,309.58	CTC Office Supplies	148625-0	C & Tc Supplies
	01-443-000-0000-6437	AP	P	310.82-	CTC Office Supplies	148625-0	C & Tc Supplies
	01-443-000-0000-6437	AP	P	132.80	CTC Office Supply	148625-1	C & Tc Supplies
	01-443-000-0000-6437			249.99	CTC Office Supply	150274-0	C & Tc Supplies
4928	1Source			2,381.55		4 Transactions	
82132	Fillmore Co Journal						
	01-443-000-0000-6437	AP	P	256.84	CTC Advertising 12/30/2015	72233	C & Tc Supplies
82132	Fillmore Co Journal			256.84		1 Transactions	
86018	Schwaab,Inc						
	01-443-000-0000-6437	AP	P	106.24	Stamp CTC Supplies	A023588	C & Tc Supplies
86018	Schwaab,Inc			106.24		1 Transactions	
443	DEPT Total:			2,744.63	Nursing Service	3 Vendors	6 Transactions
602	DEPT				County Extension Service		
4793	FENSKE/JESSICA						
	01-602-000-0000-6335			27.00	Jan Committee Mtg	Jan 2016	Employee Automobile Allowance
					01/13/2016	01/13/2016	
4793	FENSKE/JESSICA			27.00		1 Transactions	
4758	Fenske/Mike						
	01-602-000-0000-6335			27.00	Jan Committee Mtg	Jan 2016	Employee Automobile Allowance
					01/13/2016	01/13/2016	
4758	Fenske/Mike			27.00		1 Transactions	

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
85408	Republican-Leader 01-602-000-0000-6233			48.00	2 yr Subscription	2016/2017	Publications
85408	Republican-Leader			48.00	1 Transactions		
7528	U Of Mn-Houston County Extension 01-602-000-0000-6233			450.00	Publications	0387	Publications
7528	U Of Mn-Houston County Extension			450.00	1 Transactions		
2874	Winslow/Scott 01-602-000-0000-6335			9.72	Jan Committee Mtg 01/13/2016	Jan 2016	Employee Automobile Allowance
2874	Winslow/Scott			9.72	01/13/2016	1 Transactions	
602	DEPT Total:			561.72	County Extension Service	5 Vendors	5 Transactions
603	DEPT				Feedlot		
2584	CDW Government Inc 01-603-000-0000-6408	AP	P	256.35	Monitor	BMF1598	Other Office Supplies
2584	CDW Government Inc			256.35	1 Transactions		
603	DEPT Total:			256.35	Feedlot	1 Vendors	1 Transactions
1	Fund Total:			16,821.13	County Revenue Fund		45 Transactions

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
330	DEPT		Equipment Maintenance Shops		
3778	Sheldon Plumbing & Heating Inc 13-330-000-0000-6317		BLDG MAINT 020516	15290	Building Maintenance
3778	Sheldon Plumbing & Heating Inc		1 Transactions		
2421	Vis Plumbing & Heating Inc 13-330-000-0000-6317	AP P	BLDG MAINT 020516	97154	Building Maintenance
2421	Vis Plumbing & Heating Inc		1 Transactions		
330	DEPT Total:		1,278.80 Equipment Maintenance Shops	2 Vendors	2 Transactions
13	Fund Total:		1,278.80 County Road & Bridge		2 Transactions

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
		Amount		
611 DEPT				
4923 MN Pulic Facilities Authority				
73-611-000-0000-6710		4,261.90	GreenleaftonSepLoan Principal	Loan Debt Retirement
73-611-000-0000-6715		730.10	GreenleaftonSepLoan Interest	Loan Interest On Loan
4923 MN Pulic Facilities Authority		4,992.00	2 Transactions	
611 DEPT Total:		4,992.00	Greenleafton Maintenance Expense	1 Vendors 2 Transactions
73 Fund Total:		4,992.00	Greenleafton Septic Project	2 Transactions
Final Total:		23,091.93	38 Vendors	49 Transactions

*** Fillmore County ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	16,821.13	County Revenue Fund	
	13	1,278.80	County Road & Bridge	
	73	4,992.00	Greenleafton Septic Project	
	All Funds	23,091.93	Total	Approved by,
			
			



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
5109	E.O. Johnson Co.,Inc 01-602-000-0000-6310			124.25	Maintenance-copier	18150647	Contract Repairs And Maintenance
5109	E.O. Johnson Co.,Inc			124.25	1 Transactions		
111	Fillmore Co Treasurer- Credit Card/ACH 01-149-000-0000-6289			8,774.48	2015 ACA Transitional Reinsura		Select Account Adm.
111	Fillmore Co Treasurer- Credit Card/ACH			8,774.48	1 Transactions		
5166	Hiawatha Sno Seekers 01-001-000-0000-6876			13,008.60	1st Benchmark-Hiawatha 1 & 2		Snowmobile Trail Payments
5166	Hiawatha Sno Seekers			13,008.60	1 Transactions		
7213	Metro Sales Inc 01-061-000-0000-6377			219.00	Feb 2017 lease 01/23/2016 02/22/2016	INV441838	Fees And Service Charges
7213	Metro Sales Inc			219.00	1 Transactions		
8322	The Barrier Group 01-060-000-0000-6640			6,875.00	Annual Mtce-firewall	2655	Equipment Purchased
8322	The Barrier Group			6,875.00	1 Transactions		
5954	US Bank 01-202-000-0000-6561	AP	P	45.35	Kwik Trip-gas		Gasoline Diesel And Other Fuels
	01-202-000-0000-6561	AP	P	23.16	Simonson Station-gas		Gasoline Diesel And Other Fuels
	01-205-000-0000-6386			15.98	Netflix.com		Jail Phone Comm 16A.72
	01-251-000-0000-6408			76.59	Officeworld.com-desk panels		Other Office Supplies
	01-251-000-0000-6431			199.92	Preston Eye C-Inmate eye exam		Drugs And Medicine
	01-251-000-0000-6431			35.91	Mayo Clinic Pharm-inmate meds		Drugs And Medicine
5954	US Bank			396.91	6 Transactions		
1 Fund Total:				29,398.24	County Revenue Fund	6 Vendors	11 Transactions

CJOHNSON
 1/29/16 3:05PM
 13 County Road & Bridge

*** Fillmore County ***



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
3205	Centurylink 13-300-000-0000-6203			50.11	TELEPHONE 012916	5078673784	Telephone
3205	Centurylink			50.11	1 Transactions		
1829	Frontier 13-300-000-0000-6203			41.86	TELEPHONE 012916	5079373211	Telephone
1829	Frontier			41.86	1 Transactions		
197	Kruegels Inc 13-330-000-0000-6255			323.27	PROPANE 012916	4370	Gas
197	Kruegels Inc			323.27	1 Transactions		
6094	MN Energy Resources Corporation 13-330-000-0000-6255	AP	P	259.51	NATURAL GAS 012916	42616474	Gas
6094	MN Energy Resources Corporation			259.51	1 Transactions		
13 Fund Total:				674.75	County Road & Bridge	4 Vendors	4 Transactions

CJOHNSON
 1/29/16 3:05PM
 14 Sanitation Fund

*** Fillmore County ***



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf # On Behalf of Name</u>
5882 Winneshiek County Landfill 14-390-000-0000-6374		2,462.46	1/14 & 1/15/16 hshld	20462 Landfill Tipping Fees
5882 Winneshiek County Landfill		2,462.46	1 Transactions	
14 Fund Total:		2,462.46	Sanitation Fund	1 Vendors 1 Transactions

*** Fillmore County ***



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Accr</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No. Account/Formula</u>				<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
23659 Kingsland School Dist 2137						
80-888-000-0000-5224			18.52	30% Rental-in-lieu		T79 Dot-R/W 30% Rent To County
80-888-000-0000-6804			729.40	TIF Dist 26 & 27		For Other Agencies
23659 Kingsland School Dist 2137			747.92		2 Transactions	
404 Spring Valley City						
80-889-000-0000-5224			113.88	30% Rental-in-lieu		T79 Dot-R/W 30% Rent To County
80-889-000-0000-6804			4,483.89	TIF Dist 26 & 27		For Other Agencies
404 Spring Valley City			4,597.77		2 Transactions	
80 Fund Total:			5,345.69	Taxes And Penalties Fund	2 Vendors	4 Transactions
Final Total:			37,881.14	13 Vendors	20 Transactions	

*** Fillmore County ***

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	29,398.24	County Revenue Fund	
	13	674.75	County Road & Bridge	
	14	2,462.46	Sanitation Fund	
	80	5,345.69	Taxes And Penalties Fund	
	All Funds	37,881.14	Total	Approved by,
			
			

Fillmore County

Our project pricing required to meet these objectives for your building(s) is:

BUILDING	COST AS PROPOSED
Work Area # 1: Sheriff Office	\$14,606.00
Work Area # 2: County Office Building	\$11,864.00

Payment

No down payment or payments during the course of the project are required. After the project has been inspected and accepted by the Owner, an invoice will be mailed and payment shall be made within 10 days of the invoice date unless other arrangements have been made.

Guarantee

Upon substantial completion of the work, the Contractor's project supervisor will conduct a thorough inspection with the Owner's representative for acceptance of the work. Karr Tuckpointing LLC guarantees all materials and workmanship for a period of two years from date of final acceptance.



Winona Office
374 East Second St.
P.O. Box 77
Winona, MN 55987
Phone 507.452.2064
Fax 507.452.6320
www.whvr.com

Rochester Office
1712 Third Ave. SE
Rochester, MN 55904
Phone 507.280.4201
Fax 507.281.7694
www.whvr.com

La Crosse Office
1202 Caledonia St.
La Crosse, WI 54603
Phone 608.782.6550
Fax 608.782.1219
www.whvr.com

ESTABLISHED IN 1902

• HVAC Design/Build • Roofing • Service/Controls • Testing & Balancing • Specialty Metals • Architectural Sheet Metal

Proposal

Date: November 24, 2015

Contact: Terry Schultz

Project: Fillmore Co. Office Building

Scope of Work:

Labor and materials to replace Circuit # 1 compressor for the McQuay condensing unit that provides the cooling for the building, the following are included:

- Remove and dispose of the failed (burn-out) compressor and R22 refrigerant
- Furnish and install a replacement compressor
- Furnish and install a suction line drier assembly and suction line drier cores
- Furnish and install new liquid line drier cores
- Furnish and install new compressor contactors (quantity of 2)
- Pressure test and evacuate circuit #1
- Furnish and install new R22 refrigerant
- Start-up and verify sequence of operation
- 1-year warranty on compressor

Amount: \$9,820.00

Not Included:

- Labor costs for work outside of normal business hours Monday – Friday
- Repairs or replacement of any other defective components not listed in this proposal

Proposal is valid until December 31, 2015

Thank you for the opportunity, please contact me with any questions.

Paul Kruckow

Cell: (507) 458-8853...PH: (608) 782-6550 x 204...pkruckow@whvr.com

{Accepted: _____ Date: _____ }

Members of: Sheet Metal, Air Conditioning and Roofing Contractors Association of Minnesota
National Roofing Contractors Association | Midwest Roofing Contractors Association

Michael Gostomski, President
An Equal Opportunity Employer

REINSURANCE CLAIM PAYMENT AUTHORIZATION

TO:
 Jerry Conway
 Minnesota Co Intergov Trust
 100 Empire Drive #100
 Saint Paul, MN 55103

CC:
 Terry Schultz
 Fillmore County Office Building 902
 902 Houston Street
 Preston, MN 55965

POLICY INFORMATION		
HSB POLICY # 4401049	HSB CLAIM # 000445638	DATE OF LOSS September 17, 2015
YOUR POLICY # PC135015	YOUR CLAIM # 15PR0108	

POLICYHOLDER: Fillmore County Office Building 902

LOCATION(S):
 902 Houston Street
 Preston, MN 55965
 United States of America

REMARKS

We have reviewed the documentation regarding the loss and have determined that the payment to the insured should be in the amount of \$5,429.51. This amount is after any adjustments and/or deductibles that apply. Please arrange to issue your check or draft for payment on this claim.

We have been advised by the insured Mr. Terry Schultz that the compressor will not be replaced until springtime when the weather is warmer. We have agreed that we will finalize this claim based on the signed and dated proposal. Mr. Schultz has provided a signed and dated proposal of 1/8/16. We have advised Mr. Schultz that if expenses should exceed the proposed cost, we can review at that time and authorize any further necessary payments. Based on this information we will be finalizing this claim. Liability is as follows:

Claim as submitted: \$10,339.51
 Deductible: - \$ 1,000.00
 Previous payment: - \$ 3,910.00
 Final payment: \$ 5,429.51

Please issue payment in the amount of \$5,429.51 as our full and final settlement of this claim. Please note we find no subrogation and therefore will now consider this claim closed.

It is the goal of Hartford Steam Boiler to provide its customers with the very best possible of service. Should you have any questions or concerns regarding this claim, please contact me.

Sincerely,

JoEtta (Jodi) Baumtrog
 Field Claims Adjuster

REQUEST FOR COUNTY BOARD ACTION

AGENDA DATE: 1-28-2016 ITEM NO.: _____

PREPARED BY: TERRY SCHULTZ DEPT.: Facilities

State item(s) of business with brief analysis. Provide relevant material for documentation. Outline in detail any action requested of the County Board. Indicate amount of time needed for each item.

I have a quote for Tuckpointing at the Law Enforcement Center for \$14,606.00, and the Fillmore County Office Building for \$11,864.00. I have a quote for a AC compressor replacement at the Fillmore County Office Building for \$9,820.00. I filed a claim with MCIT for a property loss notice on the AC compressor and Hartford Steam Boiler insurance issued us Two checks for a total of \$9,339.51. Thank you,

Terry Schultz
Facilities Supervisor

REVIEWED BY: _____
COUNTY COORDINATOR

All requests for County Board agenda time must be in the office of the County Coordinator by **4:00 p.m. Thursday** to be on the agenda for the following Tuesday's meeting of the County Board of Commissioners.



INVOICE

RECEIVED
JAN 25 2016
FILLMORE COUNTY
COORDINATOR

Invoice Number 1002755
Invoice Date January 22, 2016
Customer Number 93014
Project Number 193801677

Bill To

County of Fillmore
Bobbie Joe Vickerman
P O Box 466
Preston MN 55965
United States

Please Remit To

Stantec Consulting Services Inc. (SCSI)
13980 Collections Center Drive
Chicago IL 60693
United States
Federal Tax ID
11-2167170

Project Description: Greenleafton Community Sanitary

Stantec Project Manager: Palen, Joseph C
Stantec Office Location: Rochester MN
Current Invoice Due: \$840.00
For Period Ending: January 1, 2016

Professional Services rendered December 5, 2015 through January 1, 2016

Due on Receipt

INVOICE

Invoice Number

1002755

Project Number

193801677

Top Task 500

**Construction Services - Correspondence with County Staff and Contractors,
assistance with assessments, punch list work.**

Professional Services

Billing Level

Hours

Rate

**Current
Amount**

Engineer

7.50

112.00

840.00

7.50

840.00

Professional Services Subtotal

7.50

840.00

Top Task 500 Total

840.00

Total Fees & Disbursements

\$840.00

INVOICE TOTAL (USD)

\$840.00

**STATE OF MINNESOTA
INCOME CONTRACT**

This contract is between the State of Minnesota, acting through its Commissioner of Natural Resources ("State") and Fillmore County Highway Department, 909 Houston St. NW, Preston, MN 55965 ("Purchaser").

Recitals

1. Under Minn. Stat. § 84.026 the State is empowered to enter into income contracts for the provision of services.
2. Under Minn. Stat. § 84.0895 the State is empowered to prescribe conditions for an act otherwise prohibited (i.e., to issue a permit to take endangered and/or threatened species) if the social and economic benefits of the act outweigh the harm caused by the taking.
3. To avoid the taking of endangered or threatened freshwater mussels at the site of the proposed reconstruction of the Bridge No. 23592 over Deer Creek and proposed reconstruction of Bridge No. 23593 over Bear Creek, the Purchaser wishes to engage the State to relocate mussels away from the project sites and so avoid their destruction.
4. The State represents that it is duly qualified and agrees to provide the services described in this contract.

Contract

1 Term of Contract

- 1.1 **Effective date:** April 1, 2016, or the date the State obtains all required signatures under Minnesota Statutes Section 16C.05, subdivision 2, whichever is later.
- 1.2 **Expiration date:** September 30, 2016, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

2 State's Duties

The State will:

Perform the duties specified under the heading "Relocation" on page 4 of Exhibit A, which is attached and incorporated into this contract.

3 Payment

The Purchaser will pay the State for all services performed by the State under this contract as follows:

Lump Sum of \$6,000.00

The total obligation of the Purchaser for all compensation and reimbursements to the State under this contract is \$6,000.00.

4 Authorized Representatives

The State's Authorized Representative is Michael Davis, Program Consultant, Division of Ecological and Water Resources, Department of Natural Resources, 2109 N. Lakeshore Drive Lake City, MN 55041 (office 651-314-6302; cell 507-251-4116), or his successor.

The Purchaser's Authorized Representative is Ron Gregg, Fillmore County Engineer, 909 Houston Street NW, Preston, MN 55965 phone 507-765-3854.

5 Amendments, Waiver, and Contract Complete

- 5.1 **Amendments.** Any amendment to this contract must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original contract, or their successors in office.
- 5.2 **Waiver.** If the State fails to enforce any provision of this contract, that failure does not waive the provision or its right to enforce it.
- 5.3 **Contract Complete.** This contract contains all negotiations and agreements between the State and the Purchaser. No other understanding regarding this contract, whether written or oral, may be used to bind either party.

6 Liability

Each party will be responsible for its own acts and behavior and the results thereof.

7 Government Data Practices

The Purchaser must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the State under this contract. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data referred to in this clause by either the Purchaser or the State.

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

8 Publicity

Any publicity regarding the subject matter of this contract must not be released without prior written approval from the State's Authorized Representative.

9 Audit

Under Minn. Stat. § 16C.05, subd. 5, the Purchaser's books, records, documents, and accounting procedures and practices relevant to this contract are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a total of six years.

10 Governing Law, Jurisdiction, and Venue

Minnesota law, without regard to its choice-of-law provisions, governs this contract. Venue for all legal proceedings out of this contract, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

11 Termination

Either party may terminate this agreement at any time, with or without cause, upon 30 days' written notice to the other party.

1. PURCHASER

By: _____

Title: _____

Date: _____

105029
1-13-2016
FB

2. STATE AGENCY

By: _____

(with delegated authority)
Title: Director, Ecological & Water Resources

Date: _____

3. COMMISSIONER OF ADMINISTRATION
As delegated to Materials Management Division

By: _____

Date: _____

Fillmore County PRI Services

Location	1 Year Term	2 Year Term	3 Year Term	5 Year Term	Install	Notes
901 Houston St (Sheriff Office)	\$1,019.21	\$773.51	\$748.51	\$698.51	\$277.00	Install charges apply with all new circuits.
902 Houston St (Office Building)	\$1,019.21	\$773.51	\$748.51	\$698.51	\$0.00	Waived install/existing circuit.
101 Fillmore St (Courthouse)	\$1,019.21	\$773.51	\$748.51	\$698.51	\$0.00	Waived install/existing circuit.