

**FILLMORE COUNTY
BOARD OF COMMISSIONERS
MEETING AGENDA
March 8, 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. March 1, 2016 County Board minutes.
 2. Merit increase for Diane Olson, Fiscal Officer, to Merit Grade 30/ Step 8(H) effective March 1, 2016 as recommended by the Social Services Manager.
 3. Successful completion of probation for Ashley Rinn, Case Aide, effective March 15, 2016 as recommended by the Social Services Manager.
 4. Merit increase for Ashley Rinn, Case Aide, to Merit Grade 26/ Step 2(B) effective March 15, 2016 as recommended by the Social Services Manager.
- Approve Commissioners' Warrants
Review Auditor's Warrants
- 9:05 a.m. Sheila Craig, Community Sewage Treatment Facilitator for SE MN Wastewater Initiative
1. Consider request for signature for application for Cherry Grove to be put on the Minnesota Pollution Control Agency Project Priority List for wastewater funding
- 9:15 a.m. Kristina Kohn, Human Resource Officer
1. Consider request to hire Director of Nursing Grade 16/ Step 1 as recommended by the Hiring committee
 2. Consider request to advertise for replacement full time RN as recommended by the Coordinator/Community Services Director
 3. Consider request to change status of temporary 0.5 FTE RN position to regular 0.5 FTE RN position as recommended by the Coordinator/Community Services Director
 4. Consider request to advertise for an Account Technician/Case Aide for Community Services: Public Health as recommended by the Personnel Committee
- 9:30 a.m. Citizen Input
- 9:35 a.m. Ron Gregg, Highway Engineer
1. Consider final payment resolution for SAP 023-599-092 for the Fillmore Township Bridge replacement project
 2. Consider request to purchase a tandem truck

Calendar review, announcements and committee reports

FILLMORE COUNTY BOARD OF COMMISSIONERS

March 8, 2016 Meeting Agenda

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

Tuesday, March 8	8:00 a.m.	Department Head
	9:00 a.m.	County Board – Regular Meeting, Commissioners’ Boardroom, Courthouse, Preston
	11:00 a.m.	Personnel Committee (or right after Board meeting)
Wednesday, March 9	8:00 a.m.	Labor/Management Safety
	12:00 p.m.	Dodge-Fillmore-Olmsted Joint Power Board, Olmsted County Government Center, Rochester
	2:00 p.m.	Disaster Training, Houston County Government Center, Caledonia
Thursday, March 10	All Day	Association of MN Counties (AMC) Joint Legislative Conference, St. Paul
Friday, March 11	8:00 a.m.	AMC Joint Legislative Conference, St. Paul
	- 12:00 p.m.	
Monday, March 14	9:00 a.m.	Water Resources Joint Board Powers, Oronoco
	6:00 p.m.	Development Achievement Center, Preston
	6:30 p.m.	Semcac, St. Charles
	7:30 p.m.	Winneshiek County Solid Waste Committee, Decorah
Tuesday, March 15	1:00 p.m.	Technology/Land Records/GIS
Thursday, March 17	1:00 p.m.	Historical Society, Fountain
	4:30 p.m.	Soil and Water Conservation District (SWCD), SWCD Office, Preston
	7:00 p.m.	Planning Commission/Board of Adjustment, Commissioners’ Boardroom, Courthouse, Preston
Friday, March 18	8:00 a.m.	Wellness
Tuesday, March 22	7:30 a.m.	Highway Department, 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)
Thursday, March 24	5:30 p.m.	Economic Development Authority

FILLMORE COUNTY COMMISSIONERS' MINUTES

March 1, 2016

This is a preliminary draft of the March 1, 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 1st day of March, 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, Mitch Lentz, and Harry Root. Commissioner Duane Bakke was absent. Also present were: Bobbie Vickerman, Coordinator/Clerk; Shirl Boelter, Auditor/Treasurer; Kristina Kohn, Human Resources Officer; Ronald Gregg, Highway Engineer; Brent Kohn, Highway Maintenance Supervisor; Bonita Underbakke; Karen Reisner, Fillmore County Journal; and Gretchen Mensink-Lovejoy, Republican-Leader.

The Pledge of Allegiance was recited.

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

On motion by Dahl and seconded by Root, the Board unanimously approved the following amended Consent Agenda:

- 1. February 23, 2016 County Board minutes, as presented.
- 2. Family and Medical Leave for Employee #1482 for up to twelve (12) weeks effective March 2, 2016 in accordance with County Policies.

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

WARRANTS

The Auditor's warrants were reviewed.

Ronald Gregg, Highway Engineer, was present.

On motion by Dahl and seconded by Lentz, the Board unanimously approved the purchase of a 2015 624K Wheel Loader at the low bid of \$175,210.84 from RDO Equipment, Rochester, MN as recommended by the Highway Engineer.

On motion by Dahl and seconded by Root, the Board unanimously approved the purchase of an HP EliteBook 850 with docking station for \$1,325.56 and (2) HP 24" LED Monitors for \$263.74 for the Engineering Technician, Sr. as recommended by the Highway Engineer.

On motion by Dahl and seconded by Lentz, the Board unanimously approved to call a public hearing on Tuesday, April 5, 2016 at 10:00 a.m. to update the capital preservation plan for the local option sales tax.

Kristina Kohn, Human Resources Officer, was present.

On motion by Lentz and seconded by Root, the Board unanimously approved the resignation of Matthew Hoff, Jailer, effective March 10, 2016.

On motion by Lentz and seconded by Dahl, the Board unanimously approved the updated "Fleet Vehicles" policy.

On motion by Dahl and seconded by Root, the Board unanimously approved the hire of a temporary office support specialist for Public Health effective Friday, February 26, 2016, not to exceed six (6) months, at Grade 1/Step 1 as recommended by the Personnel Committee.

Bobbie Vickerman, Coordinator/Community Services Director, was present.

On motion by Root and seconded by Lentz, the Board unanimously approved to adopt the updated Joint Board of Health bylaws.

On motion by Root and seconded by Dahl, the Board unanimously approved to purchase eight (8) Early Childhood Physical Activity Kits at \$225/each for SEMCAC through the Statewide Health Improvement Program (SHIP) grant dollars.

On motion by Dahl and seconded by Root, the Board unanimously approved the Coordinator and Human Resources Officer to complete the Human Resource Management Certificate program through Minnesota Counties Intergovernmental Trust.

Vickerman noted that two companies that they have purchased laptops from were willing to provide smaller laptops to try as an option for Public Health. By consensus, the Board approved to test the small laptops for improved efficiencies.

On motion by Dahl and seconded by Root, the Board unanimously approved to replace the outdoor bench with a bench in honor of Judge Robert Benson for the Courthouse building from donations with Terry Schultz, Building Maintenance Supervisor, coordinating the process.

The Citizen's Input portion of the meeting was opened and closed at 9:30 a.m. as no one was present to speak.

A review of the calendar was done and the following committee reports and announcements were given: Prestby reminded the Board about Township meetings; Vickerman noted that there is a Historical Society meeting on the 17th and the Veterans Home Committee is at the Preston Servicemen's Club today. No committee reports from Lentz; Root/Dahl – Facilities discussed the bench; Dahl/Prestby – Personnel; Dahl, Root and Prestby - Joint Board of Health, felt it was very informative, discussed bylaws, 2015 financial report and approved to have four meetings per year with the Mabel Community Center being the location for all meetings.

On motion by Root and seconded by Lentz, the Chair adjourned the meeting at 9:34 a.m.

*** Fillmore County ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
11	DEPT			District Court		
4145	LUHMANN LAW, LLC 01-011-000-0000-6261		470.00	23-PR-16-45	345	Court Appointed Attorneys
4145	LUHMANN LAW, LLC		470.00	1 Transactions		
5992	Suhler,Jr,Atty/Frederick S 01-011-000-0000-6261		250.00	23-JV-15-881	2/27/2016	Court Appointed Attorneys
	01-011-000-0000-6261		280.00	23-JV-15-597,23-CR-16-63	2/27/2016	Court Appointed Attorneys
5992	Suhler,Jr,Atty/Frederick S		530.00	2 Transactions		
11	DEPT Total:		1,000.00	District Court	2 Vendors	3 Transactions
41	DEPT			Auditor/Treasurer		
80445	Beckley's Office Products 01-041-000-0000-6408		45.00	Desk Pencil Drawer	06004	Other Office Supplies
80445	Beckley's Office Products		45.00	1 Transactions		
41	DEPT Total:		45.00	Auditor/Treasurer	1 Vendors	1 Transactions
61	DEPT			Data Processing		
83550	Kelly Printing & Signs 01-061-000-0000-6402		192.13	5000 Envelopes	22906	Stationary And Forms
83550	Kelly Printing & Signs		192.13	1 Transactions		
61	DEPT Total:		192.13	Data Processing	1 Vendors	1 Transactions
100	DEPT			County Recorder Equipment		
3578	Tyler Technologies, Inc. 01-100-000-0000-6637		6,668.28	Maintenance 04/01/2016 03/31/2017	025-147404	Software Expenses
3578	Tyler Technologies, Inc.		6,668.28	1 Transactions		
100	DEPT Total:		6,668.28	County Recorder Equipment	1 Vendors	1 Transactions
101	DEPT			Recorder		
83550	Kelly Printing & Signs 01-101-000-0000-6402		9.80	Abstract Covers	15803	Stationary And Forms



Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name
			Paid On Bhf #	
83550 Kelly Printing & Signs		9.80	1 Transactions	
101 DEPT Total:		9.80	Recorder	1 Vendors 1 Transactions
111 DEPT			Facilities Mtce	
9 AmeriPride Services, Inc				
01-111-000-0000-6377		29.41	Dust Mop Service	2800598190 Fees And Service Charges
01-111-000-0000-6377		29.41	Dust Mop Service	2800602615 Fees And Service Charges
9 AmeriPride Services, Inc		58.82	2 Transactions	
4096 Canton Heating & Cooling LLC				
01-111-000-0000-6580		104.00	Toilet Repairs	1449 Other Repair And Maintenance Supplies
4096 Canton Heating & Cooling LLC		104.00	1 Transactions	
3635 Paulson/Erik				
01-111-000-0000-6335		1.62	Employee Auto Allow	Feb 2016 Employee Automobile Allowance
			02/25/2016 02/29/2016	
01-111-000-0000-6335		9.72	Employee Auto Allow	Jan 2016 Employee Automobile Allowance
			01/03/2016 01/27/2016	
01-111-000-0000-6335		9.72	Employee Auto Allow	Jan/Feb 2016 Employee Automobile Allowance
			01/28/2016 02/24/2016	
3635 Paulson/Erik		21.06	3 Transactions	
5988 Preston Auto Parts				
01-111-000-0000-6411		7.68	Custodian Supplies	460872 Custodial Supplies
5988 Preston Auto Parts		7.68	1 Transactions	
81511 Preston Foods				
01-111-000-0000-6411		37.94	Kitchen Towels & Swifer Refill	Feb 2016 Custodial Supplies
81511 Preston Foods		37.94	1 Transactions	
26012 Schultz/Terry				
01-111-000-0000-6335		58.32	Employee Auto Allow	Feb 2016 Employee Automobile Allowance
			02/04/2016 03/01/2016	
26012 Schultz/Terry		58.32	1 Transactions	
5050 Tufte/Blaine				
01-111-000-0000-6335		12.42	Employee Auto Allow	Feb 2016 Employee Automobile Allowance
			02/01/2016 02/29/2016	

*** Fillmore County ***



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Vendor No.	Name	Account/Formula	Rpt Accr	Amount	Warrant Description	Invoice #	Account/Formula Description
					Service Dates	Paid On Bhf #	On Behalf of Name
5050	Tufte/Blaine			12.42		1 Transactions	
111	DEPT Total:			300.24	Facilites Mtce	7 Vendors	10 Transactions
202	DEPT				Sheriff		
4487	PRESTON SERVICE PLUS						
	01-202-000-0000-6311			9.39	Repair Signal 2013 DdgeDur1303	3730	Miscellaneous Repairs And Maintenance
	01-202-000-0000-6311			103.19	Service 2012 Impala 1203	3824	Miscellaneous Repairs And Maintenance
4487	PRESTON SERVICE PLUS			112.58		2 Transactions	
	540 Zeimetz Motors Inc						
	01-202-000-0000-6311			140.00	Repairs 2015 Impala Interior L	C117737	Miscellaneous Repairs And Maintenance
	540 Zeimetz Motors Inc			140.00		1 Transactions	
202	DEPT Total:			252.58	Sheriff	2 Vendors	3 Transactions
251	DEPT				County Jail		
5393	Conney Safety Products						
	01-251-000-0000-6431			53.74	Med Supplies Pocket Mask	05072829	Drugs And Medicine
5393	Conney Safety Products			53.74		1 Transactions	
	6687 Fillmore Co Resource Recovery Center						
	01-251-000-0000-6377			38.50	Dispose of Light Bulbs	45106	Fees And Service Charges
6687	Fillmore Co Resource Recovery Center			38.50		1 Transactions	
	3047 Green & Associates						
	01-251-000-0000-6285	AP	P	230.00	Employment Eval MS	Dec 2015	Professional Fees
	01-251-000-0000-6285	AP	P	230.00	Employment Eval MT	Dec 2015	Professional Fees
3047	Green & Associates			460.00		2 Transactions	
	81511 Preston Foods						
	01-251-000-0000-6416			52.52	Jail Supplies	Feb 2016	Misc Supplies
81511	Preston Foods			52.52		1 Transactions	
251	DEPT Total:			604.76	County Jail	4 Vendors	5 Transactions
442	DEPT				Wic Program		
	3251 Schultz/Kari						



Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name
		01-442-000-0000-6335			38.34	Mileage	02/23/2016	Feb 2016		Employee Automobile Allowance	
3251	Schultz/Kari				38.34		02/23/2016		1 Transactions		
442	DEPT Total:				38.34	Wic Program			1 Vendors		1 Transactions
443	DEPT					Nursing Service					
5660	De Lage Landen Financial Services	01-443-000-0000-6310			201.01	Copier Lease	02/15/2016	2016		Contract Repairs & Maintenance	
5660	De Lage Landen Financial Services				201.01		03/14/2016		1 Transactions		
4752	Logsdon/Linda	01-443-000-0000-6335			226.80	Mileage	02/01/2016	Feb 2016		Employee Automobile Allowance	
4752	Logsdon/Linda				226.80		02/29/2016		1 Transactions		
85012	Office Depot	01-443-000-0000-6449			177.49	Security Bags/PHEP		S2440535001		Preparedness Grant	
85012	Office Depot				177.49				1 Transactions		
2237	Thiss/Kathy	01-443-000-0000-6445			186.30	Tanf Mileage Feb	02/01/2016	Feb 2016		TANF Home Visits	
		01-443-000-0000-6437			1.08	CTC Mileage Jan 2016	01/06/2016	Jan 2016		C & Tc Supplies	
		01-443-000-0000-6445			117.18	Tanf Mileage	01/05/2016	Jan 2016		TANF Home Visits	
2237	Thiss/Kathy				304.56		01/25/2016		3 Transactions		
443	DEPT Total:				909.86	Nursing Service			4 Vendors		6 Transactions
444	DEPT					Home Health					
1901	Aske/Nancy J	01-444-000-0000-6335			27.70	HHA Auto Expense	02/08/2016	Feb 2016		Employee Automobile Allowance	
1901	Aske/Nancy J				27.70		02/19/2016		1 Transactions		



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
3801	Bergo/Doreen 01-444-000-0000-6335		70.20	HHA Auto Expense 02/08/2016 02/19/2016	Feb 2016	Employee Automobile Allowance
3801	Bergo/Doreen		70.20	1 Transactions		
2508	Clark/Evelyn 01-444-000-0000-6335		16.52	HHA Auto Expense 02/08/2016 02/19/2016	Feb 2016	Employee Automobile Allowance
2508	Clark/Evelyn		16.52	1 Transactions		
3647	Jergenson/Karin 01-444-000-0000-6335		34.56	HHA Auto Expense 02/08/2016 02/19/2016	Feb 2016	Employee Automobile Allowance
3647	Jergenson/Karin		34.56	1 Transactions		
3070	Kallis/Sara 01-444-000-0000-6335		170.10	HHA Auto Expense 02/08/2016 02/19/2016	Feb 2016	Employee Automobile Allowance
3070	Kallis/Sara		170.10	1 Transactions		
8660	Lopez/Debbilyn 01-444-000-0000-6335		23.76	HHA Auto Expense 02/08/2016 02/19/2016	Feb 2016	Employee Automobile Allowance
8660	Lopez/Debbilyn		23.76	1 Transactions		
1814	Martin/Debra 01-444-000-0000-6335		50.22	HHA Auto Expense 02/08/2016 02/19/2016	Feb 2016	Employee Automobile Allowance
1814	Martin/Debra		50.22	1 Transactions		
5997	Ostby/Helen 01-444-000-0000-6335		121.50	HHA Auto Expense 02/08/2016 02/19/2016	Feb 2016	Employee Automobile Allowance
5997	Ostby/Helen		121.50	1 Transactions		
3429	Tienter/Lesa 01-444-000-0000-6335		150.66	HHA Auto Expense 02/08/2016 02/19/2016	Feb 2016	Employee Automobile Allowance

CHUFFMAN

3/3/16 9:14AM

1 County Revenue Fund

*** Fillmore County ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
3429	Tienter/Lesa		1 Transactions		
444	DEPT Total:		Home Health	9 Vendors	9 Transactions
1	Fund Total:		County Revenue Fund		41 Transactions



Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name
			Paid On Bhf #	
300 DEPT				Highway Administration
5138 Eide Bailly LLP				
13-300-000-0000-6377		1,500.00	SINGLE AUDIT 031116	EI00344417 Fees And Service Charges
5138 Eide Bailly LLP		1,500.00	1 Transactions	
300 DEPT Total:		1,500.00	Highway Administration	1 Vendors 1 Transactions
310 DEPT				Highway Maintenance
155 Hammell Equipment Inc				
13-310-000-0000-6342		24.09-	RENTAL CREDIT 031116	AO00070 Machinery And Equipment Rental
155 Hammell Equipment Inc		24.09-	1 Transactions	
613 Sema Equipment, Inc				
13-310-000-0000-6466		177.06	SAFETY EQUIPMENT 031116	867987 Safety Materials
613 Sema Equipment, Inc		177.06	1 Transactions	
6138 Woellert/Neil				
13-310-000-0000-6466		182.74	SAFETY BOOTS 031116	Safety Materials
6138 Woellert/Neil		182.74	1 Transactions	
310 DEPT Total:		335.71	Highway Maintenance	3 Vendors 3 Transactions
320 DEPT				Highway Construction
111 Fillmore Co Treasurer- Credit Card/ACH				
13-320-000-0000-6337		557.95	LODGING 031116	Other Travel Expense
13-320-000-0000-6337		9.86	MEAL 031116	Other Travel Expense
111 Fillmore Co Treasurer- Credit Card/ACH		567.81	2 Transactions	
3956 Icon Constructors, LLC				
13-320-000-0000-6341		28,630.45	599-92 T/B Fnl	SAP 23-599-92 Township Bridge Construction
13-320-000-0000-6351		500.00	599-92 FillmoreTwp Fnl	SAP 23-599-92 Local Cost Participation
3956 Icon Constructors, LLC		29,130.45	2 Transactions	
2674 Short Elliott Hendrickson Inc-Seh				
13-320-000-0000-6265		1,836.75	CONSULTING 031116	310700 Consulting
13-320-000-0000-6265		1,836.75	CONSULTING 031116	310700 Consulting
13-320-000-0000-6265		2,090.00	CONSULTING 031116	311020 Consulting

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
2674	Short Elliott Hendrickson Inc-Seh		5,763.50	3 Transactions		
3933	Thorson/Jim					
	13-320-000-0000-6466		173.99	SAFETY BOOTS 031116		Safety Materails
3933	Thorson/Jim		173.99	1 Transactions		
320	DEPT Total:		35,635.75	Highway Construction	4 Vendors	8 Transactions
330	DEPT			Equipment Maintenance Shops		
4096	Canton Heating & Cooling LLC					
	13-330-000-0000-6317		243.21	BLDG MAINT 031116	1450	Building Maintenance
4096	Canton Heating & Cooling LLC		243.21	1 Transactions		
2322	Carquest					
	13-330-000-0000-6575		201.81	FILTERS 031116	1537213015	Machinery Parts
	13-330-000-0000-6576		148.19	SUPPLIES 031116	1537213378	Shop Supplies & Tools
	13-330-000-0000-6575		143.63	PARTS 031116	1537213428	Machinery Parts
2322	Carquest		493.63	3 Transactions		
5005	Cintas Corporation- First Aid & Safety					
	13-330-000-0000-6576		148.92	SUPPLIES 031116	10147800	Shop Supplies & Tools
5005	Cintas Corporation- First Aid & Safety		148.92	1 Transactions		
111	Fillmore Co Treasurer- Credit Card/ACH					
	13-330-000-0000-6561		19.58	FUEL 031116		Gasoline Diesel And Other Fuels
111	Fillmore Co Treasurer- Credit Card/ACH		19.58	1 Transactions		
155	Hammell Equipment Inc					
	13-330-000-0000-6561		89.55	FUEL ADDITIVE 031116	I176342	Gasoline Diesel And Other Fuels
	13-330-000-0000-6561		21.90	FUEL ADDITIVE 031116	RI30207	Gasoline Diesel And Other Fuels
	13-330-000-0000-6561		21.90	FUEL ADDITIVE 031116	RI30676	Gasoline Diesel And Other Fuels
155	Hammell Equipment Inc		133.35	3 Transactions		
3714	Hovey Oil Co Inc					
	13-330-000-0000-6561		565.20	#1 DIESEL 031116	90814	Gasoline Diesel And Other Fuels
	13-330-000-0000-6561		514.80	#2 DIESEL 031116	90814	Gasoline Diesel And Other Fuels
	13-330-000-0000-6561		376.80	#1 DIESEL 031116	90841	Gasoline Diesel And Other Fuels
	13-330-000-0000-6561		472.80	#2 DIESEL 031116	90841	Gasoline Diesel And Other Fuels

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name
			Paid On Bhf #	
3714 Hovey Oil Co Inc		1,929.60	4 Transactions	
4867 Lacrosse Truck Center Inc				
13-330-000-0000-6575		562.79	PARTS 031116	312479 Machinery Parts
13-330-000-0000-6575		123.00	PARTS 031116	312495 Machinery Parts
13-330-000-0000-6575		387.00	PARTS 031116	312545 Machinery Parts
13-330-000-0000-6575		520.00-	PARTS 031116	CM310615 Machinery Parts
4867 Lacrosse Truck Center Inc		552.79	4 Transactions	
3541 Nuss Truck Group Inc				
13-330-000-0000-6576		135.14	SUPPLIES 031116	1152275P Shop Supplies & Tools
13-330-000-0000-6575		248.64	PARTS 031116	1152537P Machinery Parts
13-330-000-0000-6575		248.64	PARTS 031116	1152919P Machinery Parts
3541 Nuss Truck Group Inc		632.42	3 Transactions	
3616 Pro-Stall Auto Glass				
13-330-000-0000-6575		100.00	LABOR 031116	14812 Machinery Parts
13-330-000-0000-6575		534.38	PARTS 031116	14812 Machinery Parts
3616 Pro-Stall Auto Glass		634.38	2 Transactions	
5753 RDO Equipment Co				
13-330-000-0000-6575		658.96	PARTS 031116	P55249 Machinery Parts
5753 RDO Equipment Co		658.96	1 Transactions	
517 Reedsburg Hardware Co				
13-330-000-0000-6576		1,178.00	CHAIN & HOOKS 031116	6258MN Shop Supplies & Tools
517 Reedsburg Hardware Co		1,178.00	1 Transactions	
3989 Ronco Engineering Co Inc				
13-330-000-0000-6575		535.79	HOSE 031116	3039106 Machinery Parts
13-330-000-0000-6576		224.03	SUPPLIES 031116	3039106 Shop Supplies & Tools
3989 Ronco Engineering Co Inc		759.82	2 Transactions	
97 Rushford Hardware				
13-330-000-0000-6576		0.15	SUPPLIES 031116	B28619 Shop Supplies & Tools
13-330-000-0000-6576		32.47	SUPPLIES 031116	E72903 Shop Supplies & Tools
13-330-000-0000-6576		2.25	SUPPLIES 031116	E73304 Shop Supplies & Tools
13-330-000-0000-6576		21.98	SUPPLIES 031116	E73465 Shop Supplies & Tools

CHUFFMAN

3/3/16 9:14AM

13 County Road & Bridge

*** Fillmore County ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
97	Rushford Hardware		56.85	4 Transactions		
361	Thompson Motors Of Wykoff Inc					
	13-330-000-0000-6575		36.25	FILTERS 031116	1-237451	Machinery Parts
	13-330-000-0000-6575		43.44	PARTS 031116	1-237568	Machinery Parts
361	Thompson Motors Of Wykoff Inc		79.69	2 Transactions		
2909	Tim's Repair & Towing					
	13-330-000-0000-6575		225.00	TOWING 031116	6623	Machinery Parts
2909	Tim's Repair & Towing		225.00	1 Transactions		
7757	Universal Truck Equipment Inc					
	13-330-000-0000-6575		1,610.99	PARTS 031116	41367	Machinery Parts
	13-330-000-0000-6575		2,003.97	PARTS 031116	41368	Machinery Parts
7757	Universal Truck Equipment Inc		3,614.96	2 Transactions		
330	DEPT Total:		11,361.16	Equipment Maintenance Shops	16 Vendors	35 Transactions
13	Fund Total:		48,832.62	County Road & Bridge		47 Transactions

CHUFFMAN
 3/3/16 9:14AM
 14 Sanitation Fund

*** Fillmore County ***



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
390 DEPT		Resource Recovery Center		
106 Fillmore Co Treasurer				
14-390-000-0000-6561		51.66 January Fuel	31	Gasoline Diesel And Other Fuels
106 Fillmore Co Treasurer		51.66	1 Transactions	
390 DEPT Total:		51.66 Resource Recovery Center	1 Vendors	1 Transactions
14 Fund Total:		51.66 Sanitation Fund		1 Transactions



Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name
			Paid On Bhf #	
611 DEPT				
5147 Gopher Septic Servies INC				
73-611-000-0000-6309		6,500.00		Greenleafton Septic Maintenance
73-611-000-0000-6309		680.00	26083	Greenleafton Septic Maintenance
73-611-000-0000-6309		360.00	26083	Greenleafton Septic Maintenance
73-611-000-0000-6309		459.55	26083	Greenleafton Septic Maintenance
73-611-000-0000-6309		897.24	26602	Greenleafton Septic Maintenance
5147 Gopher Septic Servies INC		8,896.79		
			5 Transactions	
611 DEPT Total:		8,896.79	1 Vendors	5 Transactions
73 Fund Total:		8,896.79		5 Transactions
Final Total:		68,467.28	59 Vendors	94 Transactions

*** Fillmore County ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	10,686.21	County Revenue Fund	
	13	48,832.62	County Road & Bridge	
	14	51.66	Sanitation Fund	
	73	8,896.79	Greenleafon Septic Project	
	All Funds	68,467.28	Total	Approved by,
			
			



Vendor No.	Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
5016	A+ Imaging Systems 01-251-000-0000-6310		124.75	Copier mtce contract 1660	101764	Contract Repairs And Maintenance
5016	A+ Imaging Systems		124.75	1 Transactions		
5040	Impact Proven Solutions 01-149-000-0000-6205		4,110.50	Postage cert tax & value stmts	2	Postage And Postal Box Rent
5040	Impact Proven Solutions		4,110.50	1 Transactions		
2545	Marco,Inc 01-106-000-0000-6640		23,430.81	unitrends cloud backup	INV3065565	Fixed Asset
2545	Marco,Inc		23,430.81	1 Transactions		
6094	MN Energy Resources Corporation 01-251-000-0000-6255		914.97	901 Houston St NW-FC Jail-gas	acct502907328-	Gas
6094	MN Energy Resources Corporation		914.97	1 Transactions		
5954	US Bank					
	01-202-000-0000-6245		160.00	1/27-SE Minnesota EMS-conf fee		Registration Fees
	01-202-000-0000-6337		10.71	Mckinghts Bar & Grill-meal		Other Travel Expense
	01-202-000-0000-6337		15.32	Taverngrill-meal		Other Travel Expense
	01-202-000-0000-6337		14.74	McKnight's Bar & Grill-meal		Other Travel Expense
	01-202-000-0000-6337		16.06	Buffalo Wild Wings-meal		Other Travel Expense
	01-202-000-0000-6337		505.60	Holiday Inn lodging		Other Travel Expense
	01-202-000-0000-6337		8.59	1/31 Leeann Chin-meal		Other Travel Expense
	01-202-000-0000-6337		14.86	2/2 Taverngrill-meal		Other Travel Expense
	01-202-000-0000-6337		505.60	2/5 Holiday Inn-lodging		Other Travel Expense
	01-202-000-0000-6337		9.65	1/29 KFC		Other Travel Expense
	01-202-000-0000-6337		10.55	2/4 Culvers-meal		Other Travel Expense
	01-202-000-0000-6337		20.99	2/8 Steakhouse-meal		Other Travel Expense
	01-202-000-0000-6337		21.24	2/9 Steakhouse-meal		Other Travel Expense
	01-202-000-0000-6337		21.18	2/10 Granite City-meal		Other Travel Expense
	01-202-000-0000-6337		15.16	1/28 Yarusso Brothers-meal		Other Travel Expense
	01-202-000-0000-6455		31.64	2/13 Target-headphones		Law Enforcement Supplies
	01-202-000-0000-6561		23.49	1/29 Holiday Stnstore-gas		Gasoline Diesel And Other Fuels
	01-205-000-0000-6386		15.98	Netflix.com		Jail Phone Comm 16A.72
	01-281-000-0000-6242		130.00	Paypal-membership		Membership Dues
	01-281-000-0000-6244		16.31	2/8-50S Grill-meal		Continuing Education
	01-281-000-0000-6244		7.07	Burger King-meal		Continuing Education
	01-281-000-0000-6244		11.75	2/10-Granite City-meal		Continuing Education
	01-281-000-0000-6244		6.71	2/11 McDonalds-meal		Continuing Education

CJOHNSON
 3/3/16 8:34AM
 1 County Revenue 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>
01-281-000-0000-6244		404.40	Embassy Suites-lodging	Continuing Education
01-281-000-0000-6244		404.40	Embassy Suites-lodging	Continuing Education
01-281-000-0000-6245		325.00	2/8 GTS Educational -reg	Registration Fees
01-281-000-0000-6245		325.00	2/11 GTS Educational Eve-reg	Registration Fees
5954 US Bank		3,052.00	27 Transactions	
1 Fund Total:		31,633.03	County Revenue Fund	5 Vendors 31 Transactions



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor Name	Accr	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
4369 AcenTek					
13-300-000-0000-6203	47.38	TELEPHONE 030416	43657-3	Telephone	
13-300-000-0000-6203	29.10	TELEPHONE 030416	64164-1	Telephone	
4369 AcenTek	76.48	2 Transactions			
1829 Frontier					
13-300-000-0000-6203	41.86	TELEPHONE 030416	5079373211	Telephone	
1829 Frontier	41.86	1 Transactions			
197 Kruegels Inc					
13-330-000-0000-6255	174.23	PROPANE 030416	5842	Gas	
197 Kruegels Inc	174.23	1 Transactions			
6094 MN Energy Resources Corporation					
13-330-000-0000-6255	1,140.47	NATURAL GAS 030416	502458275	Gas	
13-330-000-0000-6255	891.26	NATURAL GAS 030416	502625354	Gas	
13-330-000-0000-6255	687.85	NATURAL GAS 030416	507313281	Gas	
13-330-000-0000-6255	664.21	NATURAL GAS 030416	507351562	Gas	
6094 MN Energy Resources Corporation	3,383.79	4 Transactions			
343 Spring Valley Public Utilities					
13-330-000-0000-6251	374.97	UTILITIES 030416	1124	Electricity	
343 Spring Valley Public Utilities	374.97	1 Transactions			
1487 Waste Management - WI-MN					
13-330-000-0000-6251	42.01	UTILITIES 030416	308906627606	Electricity	
1487 Waste Management - WI-MN	42.01	1 Transactions			
13 Fund Total:	4,093.34	County Road & Bridge	6 Vendors	10 Transactions	

CJOHNSON
 3/3/16 8:34AM
 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		3,710.52	2/18-2/22/16 households	20524 Landfill Tipping Fees
5882 Winneshiek County Landfill		3,710.52	1 Transactions	
14 Fund Total:		3,710.52	Sanitation Fund	1 Vendors 1 Transactions

*** 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>
1859 MN Department Of Finance				
87-000-000-0000-2100		2,155.00	Feb 2016 Vitals	Due To Other Governmental Agencies
87-000-000-0000-2313		3,906.00	Feb 2016 RE surcharge	Real Estate Surcharge
87-000-000-0000-2404		1.50	Feb 2016 State Assurance	State Assurance
1859 MN Department Of Finance		6,062.50	3 Transactions	
5993 Mn Dept Of Health				
87-000-000-0000-2312		255.00	Feb 2016 Well cert	Well Management Funds
5993 Mn Dept Of Health		255.00	1 Transactions	
87 Fund Total:		6,317.50	State Revenue And School Fund	2 Vendors 4 Transactions
Final Total:		45,754.39	14 Vendors	46 Transactions

*** Fillmore County ***

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	31,633.03	County Revenue Fund	
	13	4,093.34	County Road & Bridge	
	14	3,710.52	Sanitation Fund	
	87	6,317.50	State Revenue And School Fund	
	All Funds	45,754.39	Total	Approved by,
			
			



1. Applicant name: Fillmore County
 Project area: Cherry Grove
 Town/city: _____
 Population: 50
 County: Fillmore

2. Contact person: Bobbie Vickerman
 Address: P.O. Box 466, Preston MN 55965
 Phone: 507.765.4566 Fax: 507.765.2803
 E-mail: bvickerman@co.fillmore.mn.us

3. Project consultants/Firm name (if applicable): SE MN Wastewater Initiative
 Contact name: Sheila Craig
 Address: 902 Houston Street NW, #3, Preston, MN 55965
 Phone: 507.765.2605 Fax: 507.765.4512
 E-mail: scraig@co.fillmore.mn.us

4. Project area description:	<input type="checkbox"/> Sewered:	<input checked="" type="checkbox"/> Unsewered (submit map of project area)
a. Number of existing households:		24
b. Number of non-residential users:		2

Need or problem project addresses: (Check all that apply)

<input checked="" type="checkbox"/> Failing on-site systems	# of failing systems: <u>17</u>
<input type="checkbox"/> Connection to an existing system	<input type="checkbox"/> Expansion of existing treatment plant
<input type="checkbox"/> Rehab of an existing facility	<input checked="" type="checkbox"/> New treatment and/or collection system
<input type="checkbox"/> Rehab collection system	<input type="checkbox"/> Advanced treatment

5. Please indicate if this project may be a Green Project Reserve (GPR) which are wastewater projects that are either categorical or non-categorical and have components or the entire project is applying to be determined GPR eligible.

The U.S. Environmental Protection Agency (EPA) provided a guidance document listing examples of projects that will qualify for Green Project Reserve dollars. Below is a list of those examples. If the proposed project matches one or more of the examples, check the box next to the example that describes the project. For more information, see *CW Green Guidance* at <http://www.pca.state.mn.us/water/wastewater-financial.html>.

Categorical eligible project types

1. Water Efficiency

- a. Installation of water meters (applies only to drinking water distribution systems – contact the Minnesota Department of Health)
- b. Retrofit or replacement of water using fixtures, fittings, equipment or appliances
- c. Efficient landscape or agricultural irrigation equipment
- d. Systems to recycle gray water
- e. Reclamation, recycling, and reuse of existing rainwater, condensate, degraded water, stormwater, and/or wastewater streams.
- f. Collection system leak detection equipment
- g. Development and initial distribution of public education materials

2. Energy Efficiency

- a. Energy efficient retrofits and upgrades to pumps and treatment processes
- b. Leak detection equipment for treatment works
- c. Producing clean power for 212 treatment works on site (wind, solar, hydroelectric, geothermal, biogas powered combined heat and power)
- d. Pro-rata share of capital costs for offsite publicly owned clean energy facilities that provide power to a treatment works.

3. Green Infrastructure

- a. Implementation of comprehensive street tree or urban forestry programs, including expansion of tree box sizes to manage additional stormwater and enhance tree health.
- b. Implementation of green streets (combinations of green infrastructure practices in transportation rights-of-ways), for either new development, redevelopment or retrofits
- c. Implementation of water harvesting and reuse programs or projects, where consistent with state and local laws and policies.
- d. Implementation of wet weather management systems for parking areas which include: the incremental cost of porous pavement, bioretention, trees, green roofs, and other practices that mimic natural hydrology and reduce effective imperviousness at one or more scales.
- e. Establishment and restoration of riparian buffers, floodplains, wetlands and other natural features.
- f. Downspout disconnection to remove stormwater from combined sewers and storm sewers.
- g. Comprehensive retrofit programs designed to keep wet weather out of all types of sewer systems using green infrastructure technologies and approaches.

4. Environmentally Innovative Projects

- a. Green Infrastructure/Low Impact development stormwater projects
- b. Decentralized wastewater treatment and/or reuse projects that reduce energy consumption, recharge aquifers and reduce water withdrawals and treatment costs
- c. Projects that employ development and redevelopment practices that preserve or restore site hydrologic processes through sustainable landscaping and site design.
- d. Projects that use water balance approaches (water budgets) at the project, local or state level that preserve site, local or regional hydrology. Such an effort could pilot and show-case efforts to plan and manage in a concerted manner, surface and groundwater withdrawals, stream base flow (aquatic species protection), wetland and floodplain storage, groundwater recharge and regional or local reuse and harvesting strategies using a quantified methodology.
- e. Projects that demonstrate the energy savings and climate change implications of sustainable site design practices and the use of green infrastructure such as green roofs, increased tree canopy, reduced water consumption and potable water use due to sustainable site designs, rainwater harvesting and reuse and reductions in hard or infrastructure needed to manage stormwater and Combined Sewers Overflow (CSOs).
- f. Projects that demonstrate the differential uses of water based on the level of treatment and potential uses as a means to reducing the costs of treating all water to potable water standards.
- g. Projects that identify and quantify the benefits of using integrated water resources management approaches.

5. Non-categorical (describe)

6. Possible solution and cost estimates (if known): new individual or cluster ISTS; cost estimates unavailable at this time

7. Current project status: seeking a community site evaluation

8. Desired construction start date, if financing is available (month/year): summer 2017

NOTE: Required attachments for unsewered area projects. A map of the project service area which has an identifiable scale, identifies all the structures with wastewater flows, and has the maximum impact zone clearly encircled.

On behalf of an eligible project as their authorized authority, I hereby submit this application for placement on the PPL:

Print Authorized

Representative Name: Bobbie Vickerman

Signature: _____

Title: Fillmore County Coordinator

Date: _____

For more information, contact:

Bill Dunn, Clean Water Revolving Fund Coordinator at 651-757-2324 or bill.dunn@state.mn.us
www.pca.state.mn.us/water/wastewater-financial.html

280371000

280382030

280382000

280382020

COUNTY 5

280390000

33

280367000

Forestville

16193

280392000

280372010

280372020

280389000

280386000

280372030

180TH ST

280395030

270044020

5 York

270055000

4

270041000

270044000

CHERRY GROVE

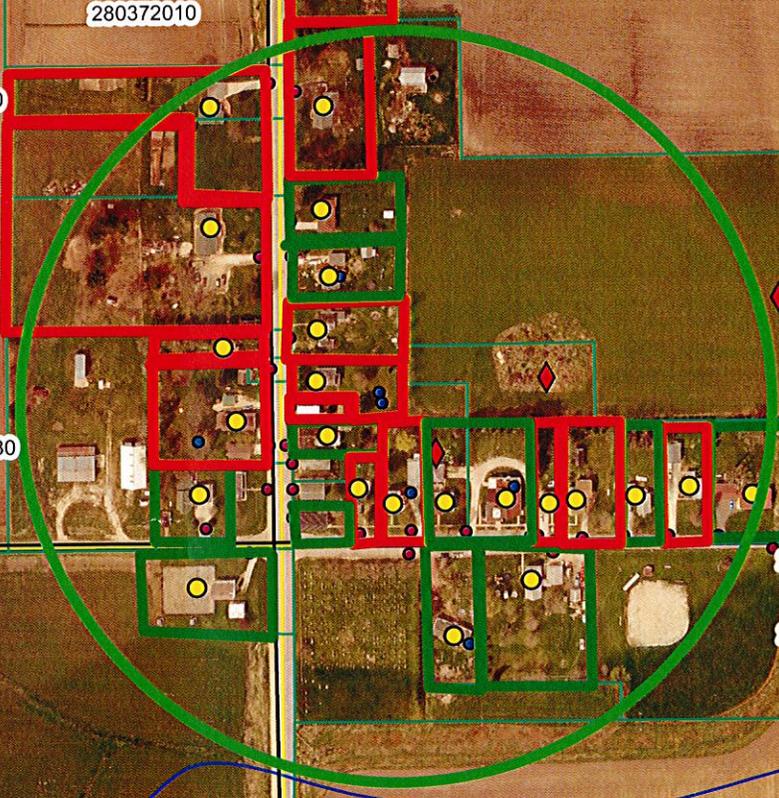
29.91 acres within the circle

5811

1,200

600

0 Feet



Fillmore County

Comprehensive Local Water Management Plan

2006-2015

*approved
amendment
Feb. 1, 2010*

Fillmore County Board of Commissioners

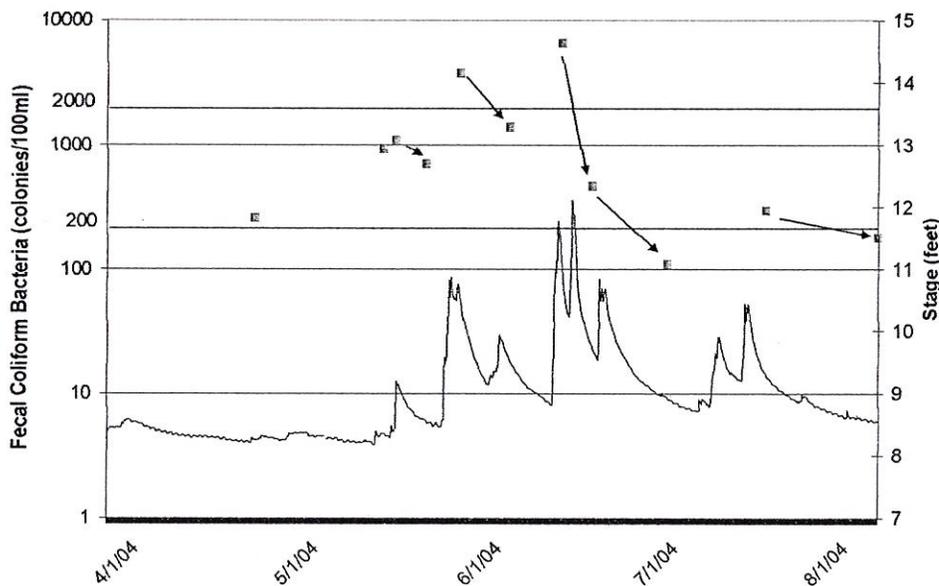
Stafford Hansen	District 1
Randy Dahl	District 2
Chuck Amunrud	District 3
Duane Bakke	District 4
Marc Prestby	District 5

Public water suppliers in communities of over 1000 in population will have to update their DNR Emergency and Conservation Plans. More information about these plans is on the DNR website at www.dnr.state.mn.us

Human Sewage Treatment

According to the 2000 census, there are 3830 households in the rural areas of Fillmore County, an increase of 550 (17%) over the 1990 census figures. Most of these residences are not connected to municipal sewer systems and rely on individual sewage treatment systems (ISTS) for wastewater treatment. From 2000 through 2004, the Fillmore County Zoning office has issued 621 ISTS permits. Combined with about 500 permits issued from 1995 to 1999, about 30% of the rural households have systems that are compliant with current Minnesota Rules Chapter 7080. The remaining two-thirds that are not permitted have the potential to contaminate water with bacteria and other pathogens as well as excess nutrients. Bacteria levels in streams are highest during runoff events. The following graph from monitoring of the South Branch Root River in 2004 illustrates this relationship. (Note that the scale for bacteria numbers is logarithmic.)

South Branch Root River - Forestville



Fillmore County has adopted and enforces Chapter 7080. Due to staff additions and a contract with the SWCD, almost 100% of newly installed septic systems are now inspected. Review of system designs has reduced problems by catching problems before construction begins. There are 22 contractors licensed by MPCA that design, install, inspect, or pump ISTS in the county.

There are nine unincorporated villages -- Bratsberg, Cherry Grove, Fillmore, Granger, Greenleafon, Highland, Lenora, Newburg, and Prosper -- which have clusters of houses on small lots with inadequate sewage treatment systems. With assistance from the SE MN Wastewater Initiative, several residences in Granger have received financial assistance to install compliant ISTS after disconnecting from a sewer line that discharges to the Upper Iowa River. The Granger

Cooperative Creamery also received assistance after being cited by the Iowa DNR for discharging milk can wash water to the Upper Iowa. A significant portion of the wash water contained cooling water which is now permitted to discharge to the river, while the smaller amount of wash water is treated in an in-ground drainfield. Community sewage treatment options will be explored with Cherry Grove and Greenleaf and any other interested communities as resources allow.

All the cities except Whalan have municipal wastewater treatment facilities. Ostrander, Mabel, and Canton have upgraded their facilities in the last five years. Whalan has received assistance from the SE MN Wastewater Initiative with investigating options for sewage treatment. Nine homeowners have cooperatively drilled a new well which allows them to seal old sandpoint wells which reduced the amount of space available for new ISTS. All nine should be able to install compliant ISTS.

In 2003, the SE MN Wastewater Initiative developed a septic system survey which was mailed to 3300 homes (300 in each of 11 counties). An astounding 44% responded (1461 surveys returned). Fillmore County had a 41% response rate. Nearly all respondents said that they would repair or replace their systems if not working and that homeowners with contaminating systems should be required to do the same. Concern about drinking water quality was the biggest motivator for repairing a system. However, the survey highlighted a gap between the respondents' understanding of the definition of a system that is not working and how that is defined by the regulating agencies. Over half of the respondents said that more needs to be done to address the issue of water contamination from malfunctioning septic systems. Most did not cite financing as a reason for not upgrading or pumping a system suggesting that the availability of low-interest loan programs would provide the necessary assistance to upgrade the systems. A self-audit booklet for homeowners to evaluate their own system was piloted in the South Branch Root River watershed project area where almost 400 were mailed. The response rate was low using this method of distribution, although some people may have done the self-audit without mailing back the response postcard.

In 2004, Fillmore County was awarded one of three grants statewide from the MPCA Three-County ISTS Pilot Program. The funds are being used to inventory all the imminent threat to public health (ITPH) systems by 2007 and have all ITPH systems upgraded by 2008. (An ITPH is defined as a system which discharges untreated sewage to the surface or backs up into a residence.) After about six months of site visits, approximately 5-10% of the sites have had systems identified as ITPH. About 70% of the grant funds are being used for a \$300 incentive grant given to homeowners with an ITPH system who upgrade their septic systems and attend a homeowner operation and maintenance workshop. As of April, 2005, 40 homeowners had signed up for the \$300 grant and 59 had attended a homeowner workshop. There are enough funds for about 550 incentive grants.

Sinkholes and Karst Hydrology

Fillmore County has been called the "Karst Capital of Minnesota." With over 6000 sinkholes and 850 springs that have been mapped (see the sinkhole probability map in the Appendix, page 53), the county is believed to have more karst features than the rest of southeast Minnesota combined. Fillmore County is also home to two commercial caves: Mystery Cave, which is managed by the

Action 1.C. Assist public water suppliers with completing wellhead protection plans and DNR Emergency and Conservation Plans.

Action 1.D. Promote water conservation through education and incentives, as funding allows.

Action 1.E. Develop a county revolving fund for well sealing and replacement.

Action 1.F. Provide information to health care providers and caregivers about drinking water contaminants that pose a risk to children and other susceptible populations and how to test for them.

Action 1.G. Assist farm fuel tank owners with upgrading their tanks through information and incentives to implement preventive practices, such as secondary containment and automatic shutoff nozzles.

Action 1.H. Promote shared wells in subdivisions whenever feasible.

Objective 2: Maintain local data and information related to public and private water supplies and their protection.

Action 2.A Maintain and update well location, construction, and sealing information in the County Well Index utilizing GIS in cooperation with MDH and MGS.

Action 2.B. Support and encourage ground water monitoring efforts, such as the volunteer nitrate monitoring network, with the SE MN Water Resources Board, the MPCA, MDH, MDA, and others to increase understanding of ground water quality and quantity in the county.

Human Sewage Treatment

Objective 1: Bring 50% of noncompliant septic systems into compliance.

Action 1.A. Implement financial assistance programs that encourage homeowners to upgrade noncompliant systems by expanding to the entire county the Clean Water Partnership loan program currently in place in the South Branch Root River watershed, which is administered by the county and allows repayment through property taxes, and by continuing the Ag BMP Loan Program.

Action 1.B. Inspect 100% of newly installed septic systems by county and SWCD staff to ensure compliance with Minnesota Rules Chapter 7080.

Action 1.C. Complete the MPCA Three-County ISTS Pilot Program by inventorying all septic systems that are an imminent threat to public health (ITPH) by 2007 and upgrading all ITPH systems by 2008. Utilize the results from the pilot program to develop future programs that encourage compliant ISTS.

Action 1.D. Work cooperatively with residents in the unsewered communities of Cherry Grove and Greenleafton or other interested communities to determine sewage treatment options for those communities in cooperation with the SE MN Wastewater Initiative and pursue funding to assist residents with improving their sewage treatment systems.

Action 1.E. Adopt a zoning ordinance amendment that requires an ISTS inspection at the time of property transfer.

Objective 2: Conduct annual education programs about the benefits of proper sewage treatment and proper operation and maintenance of septic systems.

Action 2.A. Utilize a variety of tools and methods, i.e. workshops, models, demonstrations, displays, articles, etc., to educate various audiences about proper sewage treatment and upkeep of ISTS.

Action 2.B. Assist with promoting and staffing the county's annual Household Hazardous Waste collections as a practice that can protect ISTS from improper disposal of hazardous wastes.

Action 2.C. Promote water conservation to homeowners as a way to extend the life expectancy of their ISTS.

Action 2.D. Provide education to lenders and realtors regarding the benefits of requiring an ISTS inspection at the time of property transfer.

Sinkholes and Karst

Objective 1: Conduct annual education programs for county residents and local officials about karst and the unique hydrology that increases the risks for ground water pollution.

Action 1.A. Promote efforts that reduce dumping in sinkholes, such as the annual Household Hazardous Waste collections, the cooperative program with Winona County to collect waste pesticide containers, and other efforts that discourage pollutants entering sinkholes.

Action 1.B. Utilize educational materials about karst with a variety of audiences, such as rotating the karst display and karst trunks in the schools, and develop new materials as needs arise.

Objective 2: Review existing ordinances and rules to assure that karst conditions are considered in approving land uses that have the potential to impact water resources.

Action 2.A. Review the effectiveness of the karst review for all feedlot permit applications to assure that all requirements relating to karst for compliance with Minnesota Rules Chapter 7020 and the local feedlot ordinance are adequate for protection of water resources.



PPL Projects in Unsewered Areas Scoring Worksheet

Project Priority List (PPL)

Minnesota Rule Chapter 7077.0118

Doc Type: PPL Points Determination

MPCA Use Only

Project Number
Staff Engineer
Total Points
Date

Facility Information (please print)

Project name: Cherry Grove

Applicant name (if different): Fillmore County

Contact name: Bobbie Vickerman Title: County Coordinator

E-mail address: bvickerman@co.fillmore.mn.us Phone: 507.765.4566

Instructions

This worksheet is used to score all requests for state financial assistance for wastewater improvement projects in unsewered areas. Scoring is based on the environmental criteria contained in Minnesota Rule Chapter 7077. The result of scoring is a ranked list called the Project Priority List (PPL) from which projects will be selected for funding.

Applicants must complete their sections of the worksheet and submit it with their requests for placement on the PPL. As part of completing the worksheet, the applicant must provide sufficient documentation to support the award of points. Complete application information is located on the Minnesota Pollution Control Agency (MPCA) website at <http://www.pca.state.mn.us/ppl>.

Complete this form if your proposal includes new or improved wastewater facilities within an unsewered area.

For more information, contact: Bill Dunn, Clean Water Revolving Fund Coordinator at 651-757-2324, Fax 651-297-8324 or bill.dunn@state.mn.us.

Note: Round up calculated point value for each of the questions 105 – 115 and 125 to the next whole number (e.g., 4.1 = 5).

Applicant completes questions 105 - 140; MPCA completes questions 145 - 150 **Points**

Required submittals include:

- 1) State Revolving Fund Project Priority List, Part 1: [Unsewered Area Needs Documentation](#) for questions 105, 110, 115, 120 and 125. Form is located on the MPCA website at <http://www.pca.state.mn.us/ppl> under the Applications and forms tab.
- 2) Provide a scaled map showing locations of existing Subsurface Sewage Treatment System (SSTS) as supporting documentation for questions 120, 125 and 130.

[105] Existing SSTS systems discharges posing threat to public health or safety [subp. 1]

Existing SSTS systems that have the potential to immediately and adversely affect or threaten public health or safety. At a minimum, this includes ground surface or surface water discharges of untreated or partially treated wastewater and sewage backup into a dwelling or other establishment. (Minn. R. 7080.0020, subpart 19a)

105.1	How many total structures with SSTS systems are included in the project?	26
105.2	How many structures with SSTS systems are posing a threat to public safety?	0
(45) x (total number of failures calculated in 105.2) / (total number of waste discharging structures 105.1) =		0

[110] Existing SSTS systems with failure to protect ground water [subp. 2]

110.1	How many structures with SSTS systems or other systems (not counted in question 105.2 above) in the proposed project area that have one or more sewage tanks which obviously leak below the designated operating level or have less than the required vertical separation (Minn. R. 7080.0060, subpart 3, item B)?	17
(15) x (total number of failures to protect ground water in 110.1) / (total number of waste discharging structures 105.1) =		10

[115] Existing SSTS systems with properties that cannot conform to setback requirements [subp. 3]

115.1 Remaining number of structures discharging wastewater in the proposed project area (not counted in 105.2 and 110.1), that because of property size or configuration, *do not* conform to setback requirements as they apply to one or more of the following:

Water supply wells	
Buried water lines	
Buildings	
Property lines	
Ordinary high water level of public waters	

(5) x (total number of setback failures 115.1) / (total number of waste discharging structures 105.1) = **0**

[120] Existing discharge near impaired water or outstanding resource value water (ORVW) [subp. 4]

120.1 Does one or more of the existing SSTS discharge within 500 feet of an impaired water or ORVW? Yes No

If Yes, enter 5 points **0**

[125] Failed SSTS near impaired water or ORVW [subp. 5]

125.1 How many failed SSTS, that meet the definition of failure under numbers 105.2 or 110.1 above, have wastewater discharge areas within 500 feet of an impaired water or ORVW?

0

(5) x (number of failed SSTS within 500 ft. of an impaired water or ORVW in 125.1) / (total number of waste discharging structures) = **0**

[130] Existing impact density of SSTS systems [subp.6]

Provide a scale map which contains all existing structures which generate wastewater and the "Impact Zone" identified. The Impact Zone is defined as the smallest possible circle drawn around the area that encompasses 90 percent of the structures discharging wastewater in the proposed project area.

130.1 How many acres is the impact zone (area of drawn circle) of the proposed project service area?

29.91

130.2 How many structures discharge wastewater within the impact zone of the proposed project?

24

130.3 **Number of structures within the impact zone/area (acres) of impact zone = impact density**

If density is less than 0.25 enter 0 points	
If density is 0.25-0.5 enter 10 points	
If density is 0.5-1.0 enter 20 points	20
If density is greater than 1.0 enter 30 points	

[135] Proposed land (including sub-surface) discharge [subp. 7]

135.1 Does the proposed project call for consumptive use (nitrogen or volume) spray irrigation or land disposal systems, which are required by permit to denitrify (nitrate limit)? Yes No

If Yes, enter 20 points **20**

[140] Proposed project implements corrective measures (Effluent Limits Coordinator) [subp. 8]

140.1 Will the project implement corrective measure(s) for problems identified in a study, such as:

Yes No

- Clean Water Partnership Project
- Impaired Water Study
- EPA-approved Watershed Restoration Action Strategy
- Equivalent (other) study, e.g. County Water Plan

If Yes, enter 5 points **5**

Type of Study: *Attach supporting documentation and identify relevant sections.*

Yes No

[145] Project helps meet a total maximum daily load (TMDL) for receiving water (*Effluent Limits Coordinator*) [subp. 9]

145.1 Does this project contribute to the achievement of a TMDL by being designed to reduce the discharge of pollutants as required by an Agency approved TMDL implementation plan or does the project require an National Pollutant Discharge Elimination System (NPDES) Permit or a State Disposal System (SDS) Permit that will require the reduced discharge of pollutants based on a TMDL? Yes No

If Yes, enter 20 points **20**

[150] Proposed project points reduction for new/expanded discharges into specified water (*Effluent Limits Coord.*) [subp. 10]

150.1 Does the proposed project involve a new discharge to one or more of the following waters: Yes No
a) Outstanding Resource Value Waters (Minn. R. 7050.0180)
b) Impaired waters (Section 303(d)) of the Clean Water Act
c) Classification 2A, lake, or wetland that exceeds 200,000 gallons per day

If Yes, enter minus 5 points **0**

[155] Project includes wastewater reuse

155.1 Does the project include the beneficial use of treated wastewater effluent that will reduce or replace the use of a groundwater, surface water, or potable water source? Yes No
155.2 Do the project components needed to beneficially use treated wastewater effluent account for at least 20% of the total eligible project cost? Yes No
155.3 Does the project receive points under item 35 (Minn. R. 7077.0117, subp. 4) for land discharge? Yes No

If Yes to both 155.1 and 155.2, enter 30 points **0**

Total **75**

REVISED REGIONAL TOTAL MAXIMUM DAILY LOAD

**Fecal Coliform Bacteria Impairments
In the Lower Mississippi River Basin
Of Southeast Minnesota**

IMPLEMENTATION PLAN

September 2007

**By:
Cannon River Watershed Partnership
And
Minnesota Pollution Control Agency**

monitoring summarizes some existing work and gives suggestions for additional work needed. The document concludes with a discussion of coordination of activities and the concept of a small watershed scale approach.

1.3 Sources of fecal coliform bacteria (Revised TMDL, April 2006)

Certain types of bacteria pose a potential health risk to those who come into contact with surface water. These bacteria come from a variety of sources, including agricultural runoff, inadequately treated domestic sewage, and wildlife. Some of these bacteria may cause disease. Other potential pathogens (disease-causing agents) from these sources include viruses, protozoa, and worms.

The limitations of available monitoring tools make it difficult to determine whether bacterial contamination in a water body is from human or animal sources. It is, however, possible to determine whether the bacteria originated in the intestinal tract of a mammal. These kinds of bacteria are called fecal coliforms. If fecal coliform bacteria levels exceed state water quality standards, it's an indication that fecal matter is entering the stream in quantities that pose a potential threat to public health.

There are many types of fecal coliform bacteria, and not all of them cause disease in humans, but where there are coliform bacteria there may be pathogens of concern. Thus, widespread violation of the fecal coliform standard in the Lower Mississippi River Basin indicates serious pollution and a possible health *concern*, but it doesn't necessarily mean there is an immediate health *threat* in any particular area.

The relationship between land use and fecal coliform concentrations found in streams is complex, involving both pollutant transport and rate of survival in different types of aquatic environments. Intensive sampling at several of the sites listed above in southeastern Minnesota shows a strongly positive correlation between stream flow, precipitation, and fecal coliform bacteria concentrations. In the Vermillion River watershed, storm-event samples often showed concentrations in the thousands of organisms per 100 milliliters, far above non-storm-event samples. A study of the Straight River watershed divided sources into continuous (failing individual sewage treatment systems, unsewered communities, industrial and institutional sources, wastewater treatment facilities) and weather-driven (feedlot runoff, manured fields, urban stormwater categories). The study hypothesized that when precipitation and stream flows are high, the influence of continuous sources is overshadowed by weather-driven sources, which generate extremely high fecal coliform concentrations. However, during drought, low-flow conditions continuous sources can generate high concentrations of fecal coliform, the study indicated. Besides precipitation and flow, factors such as temperature, livestock management practices, wildlife activity, fecal deposit age, and channel and bank storage also affect bacterial concentrations in runoff (Baxter-Potter and Gilliland, 1988).

Several studies have found a strong correlation between livestock grazing and fecal coliform levels in streams running through pastures. Several samples taken in the Grindstone River in the St. Croix River Basin, downstream of cattle observed to be in the stream, were found to contain a geometric mean of 11,000 organisms/100 ml, with individual samples ranging as high as 110,000/100 ml. However, carefully managed grazing can be beneficial to stream water quality. A study of southeastern Minnesota streams by Sovell, et. al., found that fecal coliform, as well as turbidity, were consistently higher at continuously grazed sites than at rotationally grazed sites where cattle exposure to the stream corridor was greatly reduced. This study and several others indicate that sediment-embeddedness, turbidity, and fecal coliform concentrations are positively related. Fine

- Lack of education regarding required setbacks for manure application for compliance with shoreland regulations.
- Lack of monitoring information does not allow streams to be classified as priority areas.
- Lack of staff to inventory feedlots and develop manure management plans is a major impediment to progress.

Critical Areas:

Identifying and avoiding critical areas are keys to proper manure management. By avoiding steep slopes, riparian areas, sinkholes and open tile intakes manure can be applied in a manner that will minimize potential for runoff and subsequent loading of pathogens to surface water. As noted in Minnesota Rules 7020, minimum setbacks for manure application must be followed. These areas include: land that is 300 feet from lakes, streams, wetlands, ditches, and open tile intakes and 50 feet from wells and sinkholes. Areas with steep slopes and karst features should also be a priority.

4.4 Individual Sewage Treatment Systems (ISTS)

Background

Over the past 5 years a great deal has been learned about the extent of wastewater treatment problems in Southeast Minnesota, significant experience has been gained with strategies to deal with these problems. Many recommendations contained in this section were generated by the steering committee for the Southeast Minnesota Wastewater Initiative, also known as the “Sewer Squad”, although input was requested by all stakeholders through BALMM meetings and surveys sent to decision makers and stakeholders. The Sewer Squad is made up of a diverse group of people and organizations involved in wastewater treatment in Southeast Minnesota. It includes local county ISTS staff from Rice, Dodge, Mower, Steele, and Le Sueur counties, Bea Hoffman from the Southeast Minnesota Water Resources Board, Doug Malchow from University of Minnesota Extension, Dave Legvold from the Cannon River Watershed Partnership, Aaron Wills and Sheila Craig, facilitators for the Southeast Minnesota Wastewater Initiative project, and staff from the MPCA. The Sewer Squad has built up extensive capacity and experience working with small communities with inadequate wastewater treatment and with the problem of failing and straight-pipe septic systems in general across Southeast Minnesota.

Reduction Strategies

Use a Problem Area Approach

In the original Implementation Plan, reduction strategies were organized by target audience. Based on experience gained from five plus years of implementation activity, it is more effective to organize reduction strategies by problem area. The two problem areas are 1) small, unsewered communities with inadequate wastewater treatment and 2) individual homes with inadequate wastewater treatment. By organizing the reduction strategies under these two problem areas the implementation plan will provide a clear guide for counties, watershed groups, townships, nonprofits, and residents regarding what approaches are needed to address fecal coliform pollution from septic systems.

A small, unsewered community is defined as a cluster of five or more homes and businesses not served by centralized wastewater treatment. A small, unsewered community could include any of the following areas: incorporated cities, areas within incorporated cities, unincorporated villages, manufactured home parks, subdivisions, lake shore developments, and other clusters of homes and businesses. **Inadequate treatment includes** one of, or a combination of the following: a

community straight pipe (Figure 8), individual straight pipes, other surfacing systems, poor soils, small lots, known well contamination from onsite systems, cesspools, drywells, or cases where no specific information is known about the quality of wastewater treatment in the community.



Figure 8 – Outlet of a straight pipe from a community in southeast Minnesota.

Reduction Strategies for Small, Unsewered Communities with Inadequate Wastewater Treatment

1. **Make facilitators available to provide educational and technical assistance** – Provide the necessary financial resources to ensure the continued availability of facilitators to assist communities.

Facilitators are critical resources for small communities, especially unincorporated ones, as they undertake a community wastewater project. There is a maze of decisions communities must go through and without facilitators it is extremely difficult for them to understand the situation, explore all the options, and ultimately implement a solution. Additionally, wastewater facilitators often serve the role of helping small communities to understand the need for proper wastewater treatment. In the post-project assessment done for the original Southeast Minnesota Wastewater Initiative grant (Wastewater I), facilitation has been rated by the communities as the most important resource provided through the grant. Facilitation ranked ahead of financial assistance and educational assistance.

2. **Homeowner/Project Incentive** – Provide financial incentives to small communities and homeowners. Through regional, county, or watershed-based projects, provide small grants or cost-share funds to communities pursuing wastewater treatment solutions to do needs assessments and feasibility studies.

Small communities beginning the community wastewater process face numerous challenges such as engaging community members, developing leadership, learning how to work together as a community, and clearly defining the objective of the group. Coming up with the necessary financial resources to do a needs assessment to help the community fully understand the current wastewater treatment situation or a feasibility study to determine the

Hire Analysis Form
(All sections must be completed.)

Date: Department:

Requested By: Title of Position being requested:

Requested date to post:

Is the position currently in the budget? Yes No If yes, how many hours per week is the position currently?

Number of hours requested: Replacement position: Yes No Date position vacated:

If the request is for a new position, what has created the need for the position?

Why would this position be filled rather than absorbing the job duties within the department?

Has an assessment been made regarding the need for full-time vs. part-time? Explain.

Where does the specific funding for this position originate?

What real or permanent savings can be generated by this position?

Has this position, including job description, been reviewed with HR?

Are similar duties being performed in the County? If yes, could other positions/departments share in completing these tasks? Explain how this might work.

Reviewed by Personnel Committee:

Recommended for Board Approval No Recommendation Made

Not Recommended for Board Approval Reason:

Date on Board Agenda:

Approved by Board Not Approved by Board Reason:

REQUEST FOR COUNTY BOARD ACTION

Agenda Date: 3/8/2016

Amount of time requested (minutes): 5 minutes

Department: Highway Department

Requested By: Ron Gregg

State item(s) of business. Please provide relevant material for documentation. Outline in detail any action requested of the County Board.

1. Consider a final payment resolution for SAP 023-599-092 an Fillmore Township Bridge Replacement Project.
2. Consider the request to purchase a tandem truck for the Highway Department.

Check if there will be additional documentation for any item(s) listed above. Resolution will be supplied by Pam Schroeder, Prices of tandem trucks will be supplied by Brent Kohn.

Reviewed By: [Click here to enter text.](#)

All requests for County Board agenda time must be received in the office of the County Coordinator by **12:00 p.m. (noon) on the Thursday prior to the scheduled meeting.**

RESOLUTION

FILLMORE COUNTY BOARD OF COMMISSIONERS
Preston, Minnesota 55965

Date March 8, 2016 Resolution No.

Motion by Commissioner Second by Commissioner

WHEREAS, Icon Constructors, LLC has in all things completed SAP 23-599-092 in Fillmore Township, and the County Board being fully advised in the premise.

NOW THEN BE IT RESOLVED:

That we do hereby accept said completed project for and on behalf of the County of Fillmore and authorize final payment as specified.

Dated at Preston, Minnesota, this 8th day of March, 2016

Contract Price: \$ 579,380.50

Value of Work: \$ 582,609.32

Final Payment: \$ 29,130.45

Chairman of the Board

VOTING AYE

Commissioners Prestby Dahl Root Lentz Bakke

VOTING NAY

Commissioners Prestby Dahl Root Lentz Bakke

STATE OF MINNESOTA
COUNTY OF FILLMORE

I, Bobbie Vickerman, Clerk of the Fillmore County Board of Commissioners, State of Minnesota, do hereby certify that the foregoing resolution is a true and correct copy of a resolution duly passed at a meeting of the Fillmore County Board of Commissioners held on the day of , 2016.

Witness my hand and official seal at Preston, Minnesota the day of , 2016.

SEAL

Bobbie Vickerman, Coordinator/Clerk
Fillmore County Board of Commissioners

Snow Plow Truck and Equipment Quotes

Nuss Truck and Equipment Rochester, MN	2016 Mack GU713 AF Tandem		\$117,345.00
	2002 Ford Sterling	Trade	-\$25,000.00
		Total	\$92,345.00*
Boyer Ford Trucks inc Mpls, MN	2016 Western Star 4700 SF		\$116,997.00
	2002 Ford Sterling	Trade	-\$27,500.00
		Total	\$89,497.00
Universal Truck Equipment	MuniBody front unloader Plow, Wing, Hydraulics	Total	\$102,087.00*
	Towmaster Truck Equipment	MuniBody front unloader Plow, Wing, Hydraulics	Total

* Equipment we would like to purchase.