

**APRIL 5, 2016  
MCLEOD COUNTY  
BOARD MEETING WILL BE  
HELD AT  
THE HUTCHINSON HIGH  
SCHOOL AUDITORIUM  
1200 ROBERTS ROAD SW  
HUTCHINSON, MN**

**McLEOD COUNTY  
BOARD OF COMMISSIONERS  
PROPOSED MEETING AGENDA  
APRIL 5, 2016**

**1 9:00 CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

Recognition of Student Government Day and review of schedule.

**2 9:03 CONSIDERATION OF AGENDA ITEMS\***

**3 9:08 CONSENT AGENDA\***

- A. March 22, 2016 Meeting Minutes and Synopsis.
- B. March 18, 2016 Auditor's Warrants.
- C. March 25, 2016 Auditor's Warrants.
- D. Approve Conditional Use Permit JP-C1 requested by Sandi Sportelli to construct an accessory building on her residential property for the purpose of operating a pet grooming, boarding and retail business located in Section 30, Hutchinson Township and within the Hutchinson Joint Planning Area. The Hutchinson Area Joint Planning Board unanimously recommended approval at their March 16, 2016 meeting.
- E. Approve Conditional Use Permit 16-07 requested by Brian Roushar for a kennel (West Country Kennels) for boarding and training up to 70 hunting dogs, of which 15 dogs will be used for breeding purposes. This property is located on 7.39 acres Section 26 of Bergen Township. The Board of Bergen Township unanimously recommended approval at their March 10, 2016 meeting. The Planning Advisory Committee unanimously recommended approval at their March 23, 2016 meeting with the following conditions:
  - 1. The hours of operation shall be Monday through Saturday from 8:00 AM to 5:00 PM. Pick up of boarding dogs shall be Sunday from 2:00 to 4:00 PM.
  - 2. The maximum number of dogs shall be seventy 70.
  - 3. A licensed veterinary shall conduct a kennel inspection each year.
  - 4. Westside Country Kennels shall be licensed through the State of Minnesota.
- F. Approve Conditional Use Permit 16-08 requested by Jerry & Stacy Stibal of Lester Prairie to amend their original permit to increase an existing 20 dog kennel to a 30 dog kennel for the purpose of raising and breeding Woodland Beagles. This property is located within the Agricultural District on 4.24 acres Section 35 of Winsted Township. The Board of Winsted Township unanimously recommended approval at their March 17, 2016 meeting. The Planning Advisory Committee unanimously recommended approval at their March 23, 2016 meeting with the following conditions:
  - 1. Applicant shall continue to monitor barking.
  - 2. The hours of operation are 7:00 AM to 7:00 PM.
- G. Approve Conditional Use Permit 16-10 requested by Mr. Jan T.A. Meske to construct an accessory structure to be 24' X 40' X 9' (960 sq. ft.) to be used for personal storage located in the front yard area on a parcel less than 3 acres within the Agricultural District, Section 11, Hutchinson Township. The Board of Hutchinson Township recommended approval on

March 10, 2016. The Planning Advisory Committee recommended approval on March 23, 2016.

- H. Upon appeal, the Personnel Committee met on March 22, 2016 and confirmed Ed Homan's last day of employment will remain January 7, 2016.
- I. Approve Confession of Judgment for Jacob Zimmerman on Property ID 16.052.0150 in the City of Brownton.
- J. Approve agreement with the State of Minnesota for the annual Boat and Water Safety Grant. Matching funds will be \$3,533.00.

**4 PAYMENT OF BILLS - COMMISSIONER WARRANT LIST\***

**5 PAYMENT OF BILLS - ADDITIONAL MISCELLANEOUS BILLS TO BE PAID BY AUDITORS WARRANTS\***

**6 9:10 ROAD AND BRIDGE –Highway Engineer John Brunkhorst**

- A. Consider adoption of Resolution 16-RB04-15 which designates the remainder of Adams Street as a County State Aid Highway for jurisdictional State Aid road transfers in the City of Hutchinson in accordance with the cooperative agreement that was approved on 9/6/11.\*

This is contingent upon the City of Hutchinson adopting similar resolutions.

- B. Consider adoption of Resolution 16-RB05-16 which revokes portions of County State Aid Highway 115 (South Grade Road) for jurisdictional State Aid road transfers in the City of Hutchinson in accordance with the cooperative agreement that was approved on 9/6/11.\*

This is contingent upon the City of Hutchinson adopting similar resolutions.

- C. Consider approval of out of state travel for County Highway Engineer John Brunkhorst to attend the 45<sup>th</sup> Annual MN Transportation Alliance Washington Fly In June 7<sup>th</sup> through June 9<sup>th</sup>.\*

**7 9:20 PARKS – Director Al Koglin**

- A. Consider setting a Public Hearing for the McLeod County Trails Plan.\*

**8 9:35 AUDITOR-TREASURER – Auditor-Treasurer Cindy Schultz Ford**

- A. Consider adoption of Resolution 16-CB-14 to amend Lease Agreement Number PS0332 with the State of Minnesota, Department of Public Safety, Driver and Vehicle Service for North Complex Meeting room rental.\*

**9 9:40 SOLID WASTE – Recycling Manager Don Hopp**

- A. Consider approval of quote submitted Vik's Landscaping & Lawn Care (Hutchinson, MN) to build a glass conveyor enclosure for a cost of \$12,390.00.\*

This purchase will help comply with Conditional Use Permit and outdoor storage requirements which will eliminate blowing of shredded paper from the glass collection area.

Additional quote received: Vos Construction (Green Isle, MN) \$48,900.00

- B. Consider approval of a contract extension with Adult Training & Habilitation Center (ATHC) for six months, with revisions made to monthly rental fee and equipment maintenance language (Currently expires on 4-30-2016).\*
- C. Consider approval of a pilot project for rural curbside recycling collection for identified rural neighborhoods located in Acoma, Hutchinson, and Helen townships for a \$3.00 per month fee per household (approximately 275 households).\*

Pilot Project timeline to be effective from May 1, 2016 to April 30, 2017.

- D. Consider approval to provide refreshments at the 2016 Earth Day Open House Event at a cost not to exceed \$650.00.\*

## 10 10:00 PLANNING AND ZONING – Administrator Larry Gasow

- A. Tom Ollig of the Holy Trinity 2016 Winstock Country Music Festival requested approval for application of "Licenses to Permit Large Assemblies in McLeod County for the upcoming 2016 Winstock Country Music Festival. The event is scheduled June 9<sup>th</sup> through June 11<sup>th</sup>.\*

The purpose is to raise funds to help support Holy Trinity Schools in Winsted, MN. Holy Trinity has an enrollment in grades Preschool through 12<sup>th</sup> grade. This is a major fundraiser in their annual budget.

The assembly will begin on the 9<sup>th</sup> day of June, 2016 at 5:00 P.M. and end on the 11<sup>th</sup> day of June, 2016 at 11:59 P.M. The maximum number of persons anticipated to attend is 20,000 each day. The maximum number of tickets to be issued, sold or distributed is 20,000.

This property is located in the Northwest Quarter of the Northeast Quarter of Section (15) in the Township (117) North of Range (27) West.

Approvals have been granted by the property owners, Township and City. All appropriate signatures have been obtained for the City of Winsted and the State of Minnesota for the application to conduct annual Off-site Gambling and Permit for 1 to 4 day temporary on-sales liquor license. Both the pull tab booth and beer tent are located on property within the City of Winsted. Because of their location it is not necessary to secure approval for these licenses from either the Township or County.

McLeod County Sheriff granted written approval on March 16, 2016.

McLeod County Zoning Administrator granted written approval on March 17, 2016.

- A. Consider approval of Conditional Use Permit 16-01 requested by CleodSun LLC on behalf of SunShare, LLC as an Essential Service on property owned by Steinkraus Lester Prairie LLC for

the purpose of a Community Solar Garden. SunShare, LLC is planning an up to a 3 Megawatt (MW) garden upon approval by Xcel Energy of their application to provide them with renewable energy on the Xcel Energy power grid. The proposed Solar Garden meets all setbacks and requirements of the Zoning Ordinance. The property will be fenced for security and safety reasons. Appropriate applications shall be submitted to local and State Agencies. This property is located within approximately 25 AC parcel in NW ¼ of NE ¼ of Section 32, Winsted Township.

Winsted Township did not make recommendation of the proposed application at their regular meeting on January 14, 2016 due to the request for additional information, which was provided on January 22, 2016.

On January 27, 2016, the Planning Advisory Committee recommended approval by majority vote being taken In Favor - 2; being In Opposition - 1, with the following conditions being applied:

1. Proof of Insurance shall be provided to the Zoning Office prior to any permits being issued.
2. A Bond or Letter of Credit in the amount of \$60,000 shall be submitted to the Zoning Office prior to any permits being issued. (3 MW @ \$20,000 each = \$60,000.
3. Copy of MnDOT proposal granting access to utilize the gravel access road to site location shall be provided to the Zoning Office prior to any permits being issued.
4. Xcel Energy shall check for stray voltage on site and neighboring sites on a monthly basis for one year. A copy shall be provided to the Zoning Office.
5. A contact person for noxious weeds and other concerns shall be identified by a placard sign at the sight with contact name and phone number.
6. A contact name shall be provided to the Zoning Office for decommission and reclamation once the essential service is no longer in use.
7. A landscape buffer plan and vegetative management plan shall be provided to the Zoning Office.
8. A wetland Delineation shall be performed by contacting Environmental Services Officer.
9. Applicant shall meet all NPDES Permit requirements.
10. Agricultural fencing with two strands barbed wire shall be installed for site safety and security.

On February 16, 2016, the County Board of Commissioners tabled this item to allow the concerns from the residents that reside close to the proposed Community Solar Garden to be further addressed regarding weed control, stray voltage, proper set back, and the possibility of reduces real estate values.

## 11 COUNTY ADMINISTRATION

- Review of Commissioners Calendar
  - Commissioner reports of committee meetings attended since March 22, 2016.
- A. Consider approval to hire a full-time Sheriff Deputy (grade 19) due to resignation.\*

- B. Consider approval to hire Extension Summer Intern for up to 12 weeks at 40 hours per week. The University of Minnesota Extension will take care of the recruitment process and the funding for the position will come out of the Extension budget.\*
- C. Consider approving the Amendment to Trailblazer Joint Powers Agreement which stipulates that a quorum for Trailblazer Joint Powers Board consist of four board members instead of three.\*
- D. Consider approval to establish a Building Committee consisting of Paul Wright, Doug Krueger, Scott Rehmann, Tim Langenfeld, Scott Grivna and Pat Melvin to review change orders and address other issues that may arise during construction and require immediate attention.\*
- E. Consider approval of builders risk insurance for the upcoming jail expansion and courthouse security project for a coverage period of 4/4/2016 to 7/1/2017 at a cost of \$10,063.00.\*
- F. Discuss PrimeHealth Employee Insurance.

## **OTHER**

Open Forum

Press Relations

## **RECESS**

Next board meeting April 19, 2016 at 9:00 a.m. at the Trailblazer Transit Building in Glencoe.

**McLEOD COUNTY  
BOARD OF COMMISSIONERS  
PROPOSED MEETING MINUTES – March 22, 2016**

**CALL TO ORDER**

The regular meeting of the McLeod County Board of Commissioners was called to order at 9:00 a.m. by Chair Paul Wright in the County Board Room. Commissioners Shimanski and Krueger were present. Commissioners Nies and Nagel had excused absences. County Administrator Patrick Melvin, Administrative Assistant Donna Rickeman, County Attorney Michael Junge and County Auditor-Treasurer Cindy Schultz were also present.

**PLEDGE OF ALLEGIANCE**

At the request of the Board Chair, all present recited the Pledge of Allegiance.

**CONSIDERATION OF AGENDA ITEMS**

- A) Add under Administration Item D: Consider approval to award the fire protection bid for the jail expansion and the courthouse security project to Summit Fire at a bid amount of \$163,972 and issue a change order for a deduction in the amount of \$25,475.

**Krueger/Shimanski motion carried unanimously to approve the agenda as revised.**

**CONSENT AGENDA**

- A) March 1, 2016 Meeting Minutes and Synopsis.
- B) March 8, 2016 Meeting Minutes and Synopsis.
- C) March 3, 2016 Auditor's Warrants.
- D) March 4, 2016 Auditor's Warrants.
- E) March 11, 2016 Auditor's Warrants.
- F) March 14, 2016 Auditor's Warrants.
- G) Approve an agreement between McLeod County and Hildi Incorporated (Minneapolis, MN) for \$3,500 for actuarial services for 2016 and 2017 projected Other Post-Employment Benefits (OPEB) liability in accordance with General Accounting Standards Board (GASB) statements 43 and 45.
- H) Adopt Resolution 16-CB-13 National Telecommunications Week from April 10<sup>th</sup> through April 16<sup>th</sup>.

**Shimanski/Krueger motion carried unanimously to approve the consent agenda.**

**PAYMENT OF BILLS – COMMISSIONER WARRANT LIST**

General Revenue	\$85,697.27
Road & Bridge	\$106,037.19
Solid Waste	\$47,406.81

**Shimanski/Krueger motion carried unanimously to approve payment of bills totaling \$239,141.27 from the aforementioned funds.**

**ROAD AND BRIDGE –Highway Engineer John Brunkhorst**

- A) John Brunkhorst requested approval to purchase a 2017 M2-106 single axle Freightliner chassis from Istate Truck Center (Inver Grove Heights, MN) for \$66,848 (State Contract 77936) plus applicable tax/license with funding coming from 2016 capital budget.

**Shimanski/Krueger motion carried unanimously to approve the purchase of a 2017 M2-106 single axle Freightliner chassis from Istate Truck Center (Inver Grove Heights, MN) for \$66,848 (State Contract 77936) plus applicable tax/license with funding coming from 2016 capital budget.**

- B) John Brunkhorst requested approval to purchase a HD Industries Pro Patch box model TCM 425-80 from Ruffridge-Johnson Equipment Co., Inc. (Minneapolis, MN) for \$67,945 (State Contract P-961(5)) with funding coming from 2016 capital budget.

**Krueger/Shimanski motion carried unanimously to approve the purchase of a HD Industries Pro Patch box model TCM 425-80 from Ruffridge-Johnson Equipment Co., Inc. (Minneapolis, MN) for \$67,945 (State Contract P-961(5)) with funding coming from 2016 capital budget.**

- C) John Brunkhorst requested approval to purchase a Monroe MS 10318 18” cross conveyor with sand bag attachment from Crysteel Truck Equipment (Lake Crystal, MN) for \$5,593.83 (State Contract S-863(5)) with funding coming from 2016 capital budget.

**Shimanski/Krueger motion carried unanimously to approve the purchase of a Monroe MS 10318 18” cross conveyor with sand bag attachment from Crysteel Truck Equipment (Lake Crystal, MN) for \$5,593.83 (State Contract S-863(5)) with funding coming from 2016 capital budget.**

- D) John Brunkhorst requested approval to sell a 1991 Freightliner patching truck with an HD Pro Patch box with 84,350 miles and 5900 hours on Minn Bid online auction.

Minimum bid will be set at \$12,000 which represents the trade value that has been offered.

**Krueger/Shimanski motion carried unanimously to approve the sale of a 1991 Freightliner patching truck with an HD Pro Patch box with 84,350 miles and 5900 hours on Minn Bid online auction.**

E) John Brunkhorst requested approval to sell a 2002 HTC 12" cross conveyor on Minn Bid online auction.

**Krueger/Shimanski motion carried unanimously to approve the sale of a 2002 HTC 12" cross conveyor on Minn Bid online auction.**

F) John Brunkhorst requested final acceptance and payment of \$58,738.76 to Duininck, Inc. (Prinsburg, MN) for SP 043-070-006 & SP 4304-90, Roundabout construction on CSAH 115/TH 15 in Hutchinson and pavement rehabilitation on TH 15.

These projects were completed satisfactorily and final acceptance and payment is recommended.

**Shimanski/Krueger motion carried unanimously to approve the final acceptance and payment of \$58,738.76 to Duininck, Inc. (Prinsburg, MN) for SP 043-070-006 & SP 4304-90, Roundabout construction on CSAH 115/TH 15 in Hutchinson and pavement rehabilitation on TH 15.**

G) John Brunkhorst requested to award project SP 043-604-014, bituminous reclamation and paving on CSAH 4 to WM Mueller & Sons, Inc. (Hamburg, MN) at a cost of \$1,611,263.21.

The WM Mueller & Sons, Inc, bid was approximately 22% (\$458,340) under the engineer's estimate.

Engineering believes this is a good bid and recommends award.

Other bids for project include: Knife River (Sauk Rapids, MN) \$1,641,761.42, Duininck, Inc. (Prinsburg, MN) \$1,709,667.25, and Hardrives (St Cloud, MN) \$1,855,136.88.

**Shimanski/Krueger motion carried unanimously to award project SP 043-604-014, bituminous reclamation and paving on CSAH 4 to WM Mueller & Sons, Inc. (Hamburg, MN) at a cost of \$1,611,263.21.**

H) John Brunkhorst requested to award projects CP 16-055-01, rehabilitation/paving on County Road 55 between CSAH 2 and CSAH 15 and SAP 043-611-012 rehabilitation on County State Aid Highway 11 between TH 22 and CSAH 2 to WM Mueller & Sons, Inc. (Hamburg, MN) at a cost of \$1,947,093.44.

The WM Mueller & Sons, Inc, bid was approximately 30% (\$844,415) under the engineer's estimate.

Engineering believes this is a good bid and recommends award.

Other bids for project include: Knife River (Sauk Rapids, MN) \$2,018,502.71, Duininck, Inc. (Prinsburg, MN) \$2,178,827.05, and Hardrives (St Cloud, MN) \$2,382,483.77

**Shimanski/Krueger motion carried unanimously to award projects CP 16-055-01, rehabilitation/paving on County Road 55 between CSAH 2 and CSAH 15 and SAP 043-611-012 rehabilitation on County State Aid Highway 11 between TH 22 and CSAH 2 to WM Mueller & Sons, Inc. (Hamburg, MN) at a cost of \$1,947,093.44.**

D) John Brunkhorst requested to hire Luedtke Contracting (Hutchinson, MN) for driveway culvert installation on CP 16-055-01, reclamation and paving on CR 55 at a cost of \$18,500.

The culverts were not included in the paving project because of the work type and cost savings we anticipated doing it separate.

Additional quotes received: Hjerpe Contracting (Hutchinson, MN) \$21,675, Wuetherich Drainage (Norwood, MN) \$22,305, Juul Contracting (Hutchinson, MN) \$29,638.86.

**Shimanski/Krueger motion carried unanimously to hire Luedtke Contracting (Hutchinson, MN) for driveway culvert installation on CP 16-055-01, reclamation and paving on CR 55 at a cost of \$18,500.**

**CENTRAL MN JOBS AND TRAINING - Chief Executive Officer Barbara Chaffee, Finance Director Tricia Bigaouette, Opportunities for Youth Manager Eric Day and Work-based Learning Services Manager Dina Wuornos**

A) Central MN Jobs and Training updated the board on Central MN Jobs and Training and Services (CMJTS) that offer individualized employment and job training assistance for dislocated workers, prepare teens and young adults for success through education, support employment and economic stability for people receiving financial assistance through the county and provide paid

work and employment opportunities for eligible persons age 55 and older. The following statistics were presented:

- Unemployment in Minnesota for the year is at 3.9% down from 4.1% last year.
- McLeod County unemployment rate is at 2.9% down from 4.5% last year.
- CMJTS received over \$8.4M in grants in 2015.
- Number of clients served for 2015 in McLeod County 9,013.

## **HUMAN RESOURCES – Director Mary Jo Wieseler**

A) Mary Jo Wieseler requested consideration of March 15, 2016 Personnel Recommendations.

1. Discuss Law Enforcement vacancies.

**Recommendation:** Increase pool of part-time Deputies from 8 to 10. These employees do not work over 67 shifts in a calendar year.

**Shimanski/Krueger motion carried unanimously to increase pool of part-time Deputies from 8 to 10. These employees do not work over 67 shifts in a calendar year.**

2. Discuss Office Support Aide (grade 9) vacancy in Public Health.

**Recommendation:** Hire full-time Office Support Aide (grade 9) in Public Health due to resignation. Post vacancy to fill with 1 (one) 40 hour employee or with 2 (two) 20 hour employees.

**Shimanski/Krueger motion carried unanimously to hire a full-time Office Support Aide (grade 9) in Public Health due to resignation. Post vacancy to fill with 1 (one) 40 hour employee or with 2 (two) 20 hour employees.**

3. Discuss PHN II position in Public Health.

**Recommendation:** Create a full-time Public Health Nurse II (PHN II) (grade 27) position for the Community Care Division of Public Health. Fill from an internal posting and do not back fill the resulting vacancy. Allow for the current PHN II in the Family Health Division to reduce hours from 40 to 20 and demote to a Public Health Nurse Specialist (grade 25). Hire a 20 hour Public Health Nurse Specialist to fill this reduction in hours.

**Shimanski/Krueger motion carried unanimously to create a full-time Public Health Nurse II (PHN II) (grade 27) position for the Community Care Division of Public Health. Fill from an internal posting and do not back fill the resulting vacancy.**

Allow for the current PHN II in the Family Health Division to reduce hours from 40 to 20 and demote to a Public Health Nurse Specialist (grade 25). Hire a 20 hour Public Health Nurse Specialist to fill this reduction in hours.

4. Discuss Chief Deputy (grade 18) vacancy in Auditor-Treasurer's Office.

**Recommendation:** Hire full-time Chief Deputy – Tax Records and Elections (grade 18) due to a resignation. Post internally to fill position. Approve to recruit for vacancy created by filling this position.

Wright/Shimanski motion carried unanimously to hire a full-time Chief Deputy – Tax Records and Elections (grade 18) due to a resignation. Post internally to fill position. Approve to recruit for vacancy created by filling this position.

5. Discuss Community Services Work Coordinator position.

**Recommendation:** Hire Community Services Work Coordinator to oversee youth doing Community Service at the Fairgrounds for approximately 12 weeks in the summer not to exceed 40 hours per week. Wage is \$16.00 per hour with a returning employee to receive the general increase of 2% plus \$.20 from their 2015 wage paid for with Probation Supervision Fee money.

Shimanski/Krueger motion carried unanimously to a Community Services Work Coordinator to oversee youth doing Community Service at the Fairgrounds for approximately 12 weeks in the summer not to exceed 40 hours per week.

- B) Mary Jo requested approval for extension of an unpaid Personal Leave for employee until April 13, 2016.

Shimanski/Krueger motion carried unanimously to approve an extension of an unpaid Personal Leave for employee until April 13, 2016.

#### **AUDITOR-TREASURER – Auditor-Treasurer Cindy Schultz Ford**

- A) Cindy Schultz Ford requested adoption of Resolution 16-CB-12 temporary loan of \$613,800 from the General Revenue Fund to the Ditch Fund to cover negative County and Joint Ditch fund balances dated 12/31/15.

Wright/Shimanski motion carried unanimously to adopt Resolution 16-CB-12 temporary loan of \$613,800 from the General Revenue Fund to the Ditch Fund to cover negative County and Joint Ditch fund balances dated 12/31/15 at a 1% interest rate.

#### **PLANNING AND ZONING – Administrator Larry Gasow**

- A) Larry Gasow requested approval of Conditional Use Permit 16-03 requested by Brent Reiner of RiverView Aggregates for gravel mining, processing and stockpiling in two areas to be completed in phases on property owned by BAR Properties, LLC. The area to be mined consists of a total of 38.99 acres, proposed excavation Area No. 1 is described as 14.37 Acres. Area No. 2 is described as 24.62 acres, both in Section 4 of Lynn Township.

The Board of Lynn Township recommended approval on February 9, 2016 with the following recommendations:

1. A bond or letter of credit in the amount of \$60,000 shall be provided to the Township for road maintenance in regards to 180<sup>th</sup> Street.
2. If an alternate haul route is required, applicant must contact the Board of Lynn Township.
3. Grading after 200 loads, dust control, survey, etc., as per township letter.

The Planning Advisory Committee recommended approval on February 24, 2016 with the following conditions:

1. Applicant shall have an easement recorded for road access on property owned by Mr. William Arndt.
2. Hours of operation are 7:00 AM to 7:00 PM Monday through Friday; 7:00 to 12N on Saturday.
3. A letter of credit or bond in the amount of \$39,000.00 shall be submitted to the Zoning Office before recording of the Order.
4. No wetland or floodplain impacts shall take place unless prior approval from any agency with jurisdiction.
5. There shall be no stockpiling within the floodplain area.
6. Applicant shall apply for a DNR Dewatering Permit, if needed.
7. All MPCA permits shall be maintained.
8. All gravel pit conditions shall be adhered to, such as maintain the haul route and applying appropriate dust control measures as required by the McLeod County Planning and Zoning Office.
9. There shall be no recycling of concrete or bituminous.
10. Applicant shall follow an orderly restoration plan with back sloping at a 4:1 grade to be restored into wildlife purposes.

The County Board of Commissioners tabled this request on March 8, 2016 to allow the applicant to define the haul route and to re-visit the Board of Lynn Township with findings of the proposed haul route to the north on private property to CR 14.

The Board of Lynn Township recommended approval at their regular March 8, 2016 meeting with additional recommendations, which are as follows:

1. No traffic on Walden at any time.

2. Dust coating shall be done by contractor along with grading as needed.
3. Truck hauling signs need to go up.
4. Speed limits need to be set
5. The hours of operation shall be 7:00 a.m. to 7:00 p.m.
6. A gate shall be installed for after hour safety.
7. Haul route will be built and maintained for common traffic.
8. Any changes, applicant shall re-visit the McLeod County Planning and Zoning Office.

**Wright/Shimanski motion carried unanimously to approve Conditional Use Permit 16-03 requested by Brent Reiner of RiverView Aggregates for gravel mining, processing and stockpiling in two areas to be completed in phases on property owned by BAR Properties, LLC with the above conditions.**

#### **BUILDING SERVICES – Building Maintenance Supervisor Scott Grivna**

- A) Scott Grivna requested approval to award the HVAC temperature controls for the jail renovation and courthouse security project to NAC Mechanical & Electrical Services (Vadnais Heights, MN) for a total cost of \$ 177,833.94.

**Wright/Shimanski motion carried unanimously to award the HVAC temperature controls for the jail renovation and courthouse security project to NAC Mechanical & Electrical Services (Vadnais Heights, MN) for a total cost of \$ 177,833.94.**

- B) Scott Grivna clarified the cost savings for the building automation system for the Health and Human Services building from NAC Mechanical & Electrical Services (Vadnais Heights, MN) of \$4,905 annually not monthly as stated at the March 8<sup>th</sup> Board Meeting.

**Shimanski/Krueger motion carried unanimously to accept the clarification of cost savings for the building automation system for the Health and Human Services building from NAC Mechanical & Electrical Services (Vadnais Heights, MN) of \$4,905 annually not monthly as stated at the March 8<sup>th</sup> Board Meeting.**

#### **COUNTY ADMINISTRATION**

- A) Donna Rickeman requested approval to set the tentative 2017 Board meeting dates including the evening meetings for the Board of Appeals and Equalization and Truth in Taxation which will all be held at the Glencoe City Center.

**Proposed Tentative 2017 County Board Meetings**

January 3	July 5
January 17	July 18
January 31	August 1
February 7	August 8
February 21	August 22
March 7	September 5
March 21	September 19
April 4	October 3
April 18	October 17
May 2	October 31
May 16	November 7
May 30	November 21
June 6	December 7 – evening meeting
June 20	December 19

June 12, 2017  
6:00 pm Board of Appeals

December 7, 2017  
4:30 pm Board Meeting  
6:00 pm Truth in Taxation

**Wright/Shimanski motion carried unanimously to set the tentative 2017 Board meeting dates including the evening meetings for the Board of Appeals and Equalization and Truth in Taxation which will all be held at the Glencoe City Center.**

B) Donna Rickeman requested approval for the following location changes for upcoming board meetings:

- April 5<sup>th</sup> – Hutchinson High School Auditorium
- April 19<sup>th</sup> – Trailblazer Transit Meeting Room
- May 17<sup>th</sup> – Lester Prairie City Hall
- November 8<sup>th</sup> - Trailblazer Transit Meeting Room

**Krueger/Shimanski motion carried unanimously to approve location changes for upcoming board meetings listed above.**

C) Pat Melvin requested approval to enter into an agreement with CGI Communications for preparation and taping of a McLeod County video which

can be accessed from a hyperlink on the McLeod County website and sign the letter indicating that CGI is a partner with McLeod County for this project at no cost.

**Wright/Krueger motion carried unanimously to approve entering into an agreement with CGI Communications for preparation and taping of a McLeod County video which can be accessed from a hyperlink on the McLeod County website and sign the letter indicating that CGI is a partner with McLeod County for this project at no cost.**

D) Paul Wright requested approval to award the fire protection bid for the jail expansion and the courthouse security project to Summit Fire at a bid amount of \$163,972 and issue a change order for a deduction in the amount of \$25,475.

**Shimanski/Krueger motion carried unanimously to approve the award of the fire protection bid for the jail expansion and the courthouse security project to Summit Fire at a bid amount of \$163,972 and issue a change order for a deduction in the amount of \$25,475.**

**Krueger/Shimanski motion carried unanimously to recess at 11:12 a.m. until 9:00 a.m. April 5, 2016 in the auditorium in the Hutchinson High School.**

ATTEST:

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Paul Wright, Board Chair

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Patrick Melvin, County Administrator

McLEOD COUNTY  
BOARD OF COMMISSIONERS  
SYNOPSIS – March 22, 2016

1. Commissioners Wright, Shimanski and Krueger were present.
2. Krueger/Shimanski motion carried unanimously to approve the agenda as revised.
3. Shimanski/Krueger motion carried unanimously to approve the consent agenda including March 1, 2016 Meeting Minutes and Synopsis; March 8, 2016 Meeting Minutes and Synopsis; March 3, 2016 Auditor's Warrants; March 4, 2016 Auditor's Warrants; March 11, 2016 Auditor's Warrants; March 14, 2016 Auditor's Warrants; Approve an agreement between McLeod County and Hildi Incorporated (Minneapolis, MN) for \$3,500 for actuarial services for 2016 and 2017 projected Other Post-Employment Benefits (OPEB) liability in accordance with General Accounting Standards Board (GASB) statements 43 and 45; Adopt Resolution 16-CB-13 National Telecommunications Week from April 10<sup>th</sup> through April 16<sup>th</sup>.
4. Shimanski/Krueger motion carried unanimously to approve payment of bills totaling \$239,141.27 from the aforementioned funds.
5. Shimanski/Krueger motion carried unanimously to approve the purchase of a 2017 M2-106 single axle Freightliner chassis from Istate Truck Center (Inver Grove Heights, MN) for \$66,848 (State Contract 77936) plus applicable tax/license with funding coming from 2016 capital budget.
6. Krueger/Shimanski motion carried unanimously to approve the purchase of a HD Industries Pro Patch box model TCM 425-80 from Ruffridge-Johnson Equipment Co., Inc. (Minneapolis, MN) for \$67,945 (State Contract P-961(5)) with funding coming from 2016 capital budget.
7. Shimanski/Krueger motion carried unanimously to approve the purchase of a Monroe MS 10318 18" cross conveyor with sand bag attachment from Crysteel Truck Equipment (Lake Crystal, MN) for \$5,593.83 (State Contract S-863(5)) with funding coming from 2016 capital budget.
8. Krueger/Shimanski motion carried unanimously to approve the sale of a 1991 Freightliner patching truck with an HD Pro Patch box with 84,350 miles and 5900 hours on Minn Bid online auction.
9. Krueger/Shimanski motion carried unanimously to approve the sale of a 2002 HTC 12" cross conveyor on Minn Bid online auction.
10. Shimanski/Krueger motion carried unanimously to approve the final acceptance and payment of \$58,738.76 to Duininck, Inc. (Prinsburg, MN) for SP 043-070-006 & SP 4304-90, Roundabout construction on CSAH 115/TH 15 in Hutchinson and pavement rehabilitation on TH 15.
11. Shimanski/Krueger motion carried unanimously to award project SP 043-604-014, bituminous reclamation and paving on CSAH 4 to WM Mueller & Sons, Inc. (Hamburg, MN) at a cost of \$1,611,263.21.

12. Shimanski/Krueger motion carried unanimously to award projects CP 16-055-01, rehabilitation/paving on County Road 55 between CSAH 2 and CSAH 15 and SAP 043-611-012 rehabilitation on County State Aid Highway 11 between TH 22 and CSAH 2 to WM Mueller & Sons, Inc. (Hamburg, MN) at a cost of \$1,947,093.44.
13. Shimanski/Krueger motion carried unanimously to hire Luedtke Contracting (Hutchinson, MN) for driveway culvert installation on CP 16-055-01, reclamation and paving on CR 55 at a cost of \$18,500.
14. Shimanski/Krueger motion carried unanimously to increase pool of part-time Deputies from 8 to 10. These employees do not work over 67 shifts in a calendar year.
15. Shimanski/Krueger motion carried unanimously to hire a full-time Office Support Aide (grade 9) in Public Health due to resignation. Post vacancy to fill with 1 (one) 40 hour employee or with 2 (two) 20 hour employees.
16. Shimanski/Krueger motion carried unanimously to create a full-time Public Health Nurse II (PHN II) (grade 27) position for the Community Care Division of Public Health. Fill from an internal posting and do not back fill the resulting vacancy. Allow for the current PHN II in the Family Health Division to reduce hours from 40 to 20 and demote to a Public Health Nurse Specialist (grade 25). Hire a 20 hour Public Health Nurse Specialist to fill this reduction in hours.
17. Wright/Shimanski motion carried unanimously to hire a full-time Chief Deputy – Tax Records and Elections (grade 18) due to a resignation. Post internally to fill position. Approve to recruit for vacancy created by filling this position.
18. Shimanski/Krueger motion carried unanimously to a Community Services Work Coordinator to oversee youth doing Community Service at the Fairgrounds for approximately 12 weeks in the summer not to exceed 40 hours per week.
19. Shimanski/Krueger motion carried unanimously to approve an extension of an unpaid Personal Leave for employee until April 13, 2016.
20. Wright/Shimanski motion carried unanimously to adopt Resolution 16-CB-12 temporary loan of \$613,800 from the General Revenue Fund to the Ditch Fund to cover negative County and Joint Ditch fund balances dated 12/31/15 at a 1% interest rate.
21. Wright/Shimanski motion carried unanimously to approve Conditional Use Permit 16-03 requested by Brent Reiner of RiverView Aggregates for gravel mining, processing and stockpiling in two areas to be completed in phases on property owned by BAR Properties, LLC with the above conditions.
22. Wright/Shimanski motion carried unanimously to award the HVAC temperature controls for the jail renovation and courthouse security project to NAC Mechanical & Electrical Services (Vadnais Heights, MN) for a total cost of \$ 177,833.94.
23. Shimanski/Krueger motion carried unanimously to accept the clarification of cost savings for the building automation system for the Health and Human Services building from NAC Mechanical & Electrical Services (Vadnais Heights, MN) of \$4,905 annually not monthly as stated at the March 8<sup>th</sup> Board Meeting.

24. Wright/Shimanski motion carried unanimously to set the tentative 2017 Board meeting dates including the evening meetings for the Board of Appeals and Equalization and Truth in Taxation which will all be held at the Glencoe City Center.
25. Krueger/Shimanski motion carried unanimously to approve location changes for upcoming board meetings listed above.
26. Wright/Krueger motion carried unanimously to approve entering into an agreement with CGI Communications for preparation and taping of a McLeod County video which can be accessed from a hyperlink on the McLeod County website and sign the letter indicating that CGI is a partner with McLeod County for this project at no cost.
27. Shimanski/Krueger motion carried unanimously to approve the award of the fire protection bid for the jail expansion and the courthouse security project to Summit Fire at a bid amount of \$163,972 and issue a change order for a deduction in the amount of \$25,475.

Complete minutes are on file in the County Administrator's Office. The meeting recessed at 11:12 a.m. until April 5, 2016.

Attest:

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Paul Wright, Board Chair

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Patrick Melvin, County Administrator

\*\*\*\*\* McLeod County IFS \*\*\*\*\*



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3/18/16 10:10AM

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Print List in Order By:	2	1 - Fund (Page Break by Fund)	Page Break By:	1	1 - Page Break by Fund
		2 - Department (Totals by Dept)			2 - Page Break by Dept
		3 - Vendor Number			
		4 - Vendor Name			

Explode Dist. Formulas Y

Paid on Behalf Of Name  
on Audit List?: N

Type of Audit List: D D - Detailed Audit List  
S - Condensed Audit List

Save Report Options?: N

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3/18/16 10:10AM  
1 GENERAL REVENUE FUND

\*\*\*\*\* McLeod County IFS \*\*\*\*\*



Audit List for Board AUDITOR'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
0	DEPT			...		
3028	MINNESOTA CHILD SUPPORT PAYMENT					
104	01-000-000-0000-2056		314.25	CHILD SUPPORT 02/21/2016 03/05/2016	001124208702	Child Support Garnishment Payable
106	01-000-000-0000-2056		114.90	CHILD SUPPORT 02/21/2016 03/05/2016	001436294701	Child Support Garnishment Payable
103	01-000-000-0000-2056		255.19	CHILD SUPPORT 02/21/2016 03/05/2016	001447664801	Child Support Garnishment Payable
105	01-000-000-0000-2056		130.13	CHILD SUPPORT 02/21/2016 03/05/2016	001499730601	Child Support Garnishment Payable
107	01-000-000-0000-2056		148.59	CHILD SUPPORT 02/21/2016 03/05/2016	001527027301	Child Support Garnishment Payable
108	01-000-000-0000-2056		327.64	CHILD SUPPORT 02/21/2016 03/05/2016	001530953002	Child Support Garnishment Payable
3028	MINNESOTA CHILD SUPPORT PAYMENT		1,290.70	6 Transactions		
0	DEPT Total:		1,290.70	...	1 Vendors	6 Transactions
5	DEPT			BOARD OF COUNTY COMMISSIONERS		
6412	VERIZON WIRELESS					
49	01-005-000-0000-6203		35.01	CELL PHONE USE 03/03/2016 04/02/2016	58374352-00001	Communications
52	01-005-000-0000-6203		35.01	IPAD USE 03/03/2016 04/02/2016	58374352-00001	Communications
6412	VERIZON WIRELESS		70.02	2 Transactions		
5	DEPT Total:		70.02	BOARD OF COUNTY COMMISSIONERS	1 Vendors	2 Transactions
65	DEPT			INFORMATION SYSTEMS		
6412	VERIZON WIRELESS					
43	01-065-000-0000-6203		176.25	CELL PHONE USE 03/03/2016 04/02/2016	58374352-00001	Communications
6412	VERIZON WIRELESS		176.25	1 Transactions		
65	DEPT Total:		176.25	INFORMATION SYSTEMS	1 Vendors	1 Transactions
76	DEPT			CENTRAL SERVICES-COUNTY WIDE		
2469	SAMS CLUB					

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1 GENERAL REVENUE FUND

\*\*\*\*\* McLeod County IFS \*\*\*\*\*



Audit List for Board AUDITOR'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
42	01-076-000-0000-6402		202.31	CUPS/COFFE FILTERS	77150905750938	Office Supplies
	2469 SAMS CLUB		202.31		1 Transactions	
76	DEPT Total:		202.31	CENTRAL SERVICES-COUNTY WIDE	1 Vendors	1 Transactions
111	DEPT			COURTHOUSE BUILDING		
539	CENTER POINT ENERGY					
2	01-111-000-0000-6255		2,239.99	GAS BILL CH	5969231-9	Natural Gas
				01/31/2016 02/29/2016		
	539 CENTER POINT ENERGY		2,239.99		1 Transactions	
253	LIGHT & POWER COMMISSION					
39	01-111-000-0000-6253		10.85	ELECTRIC GARAGE	07-814100-00	Electricity
				02/01/2016 03/01/2016		
35	01-111-000-0000-6253		7,427.26	ELECTRIC CH	13-857000-00	Electricity
				02/01/2016 03/01/2016		
36	01-111-000-0000-6257		1,691.37	SEWER WATER CH	13-857000-00	Sewer, Water And Garbage
				02/01/2016 03/01/2016		
	253 LIGHT & POWER COMMISSION		9,129.48		3 Transactions	
6412	VERIZON WIRELESS					
44	01-111-000-0000-6203		61.17	CELL PHONE USE	58374352-00001	Communications
				03/03/2016 04/02/2016		
	6412 VERIZON WIRELESS		61.17		1 Transactions	
111	DEPT Total:		11,430.64	COURTHOUSE BUILDING	3 Vendors	5 Transactions
112	DEPT			NORTH COMPLEX BUILDING		
539	CENTER POINT ENERGY					
3	01-112-000-0000-6255		533.00	GAS BILL NC	5987110-3	Natural Gas
				02/04/2016 03/04/2016		
	539 CENTER POINT ENERGY		533.00		1 Transactions	
253	LIGHT & POWER COMMISSION					
40	01-112-000-0000-6253		2,382.15	ELECTRIC NC	15-800100-00	Electricity
				02/01/2016 03/01/2016		
41	01-112-000-0000-6257		365.04	SEWER WATER NC	15-800100-00	Sewer, Water And Garbage
				02/01/2016 03/01/2016		

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 3/18/16 10:10AM  
 1 GENERAL REVENUE FUND

\*\*\*\*\* McLeod County IFS \*\*\*\*\*



Audit List for Board AUDITOR'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
253	LIGHT & POWER COMMISSION		2,747.19		2 Transactions	
112	DEPT Total:		3,280.19	NORTH COMPLEX BUILDING	2 Vendors	3 Transactions
116	DEPT			HEALTH AND HUMAN SERVICES BUILDII		
539	CENTER POINT ENERGY					
5	01-116-000-0000-6255		791.29	GAS BILL HHS 02/04/2016 03/04/2016	6008184-1	Natural Gas
4	01-116-000-0000-6255		52.50	GAS BILL ANNEX 02/04/2016 03/04/2016	7484082-8	Natural Gas
539	CENTER POINT ENERGY		843.79		2 Transactions	
253	LIGHT & POWER COMMISSION					
33	01-116-000-0000-6253		2,281.29	ELECTRIC HHS 02/01/2016 03/01/2016	02-803800-00	Electricity
34	01-116-000-0000-6257		482.45	SEWER WATER HHS 02/01/2016 03/01/2016	02-803800-00	Sewer, Water And Garbage Removal
37	01-116-000-0000-6253		1,043.64	ELECTRIC ANNEX 02/01/2016 03/01/2016	14-899800-00	Electricity
38	01-116-000-0000-6257		227.16	SEWER WATER ANNEX 02/01/2016 03/01/2016	14-899800-00	Sewer, Water And Garbage Removal
253	LIGHT & POWER COMMISSION		4,034.54		4 Transactions	
116	DEPT Total:		4,878.33	HEALTH AND HUMAN SERVICES BUILI	2 Vendors	6 Transactions
117	DEPT			FAIRGROUNDS		
134	CITY OF HUTCHINSON					
6	01-117-000-0000-6257		164.93	WATER SEWER GARBAGE 02/01/2016 02/29/2016	13008200300	Sewer, Water And Garbage Removal
7	01-117-000-0000-6257		563.73	WATER SEWER GARBAGE 02/01/2016 02/29/2016	13008600400	Sewer, Water And Garbage Removal
8	01-117-000-0000-6257		80.12	WATER SEWER GARBAGE 02/01/2016 02/29/2016	13008601200	Sewer, Water And Garbage Removal
9	01-117-000-0000-6257		31.15	WATER SEWER GARBAGE 02/01/2016 02/29/2016	13008602000	Sewer, Water And Garbage Removal
134	CITY OF HUTCHINSON		839.93		4 Transactions	
32875	HUTCHINSON UTILITIES COMMISSION					



Vendor No.	Vendor Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
17	01-117-000-0000-6253		10.74	ELECTRIC 898 CENTURY AVE SW 01/28/2016 02/26/2016	436962-045052	Electricity
11	01-117-000-0000-6253		791.95	ELECTRIC GRANDSTAND 01/28/2016 02/26/2016	436972-045045	Electricity
12	01-117-000-0000-6253		1,277.93	ELECTRIC ADMIN BUILDING 01/28/2016 02/26/2016	436973-045045	Electricity
13	01-117-000-0000-6253		352.61	ELECTRIC AGRIBITION 01/28/2016 02/26/2016	436974-045045	Electricity
20	01-117-000-0000-6255		2,165.45	GAS AGRIBITION 01/28/2016 02/26/2016	436974-045045	Natural Gas
24	01-117-000-0000-6255		87.72-	CREDIT 01/28/2016 02/26/2016	436974-045045	Natural Gas
14	01-117-000-0000-6253		315.94	ELECTRIC FAIRGROUNDS 01/28/2016 02/26/2016	436975-045045	Electricity
15	01-117-000-0000-6253		22.98	ELECTRIC MAINT BUILDING 01/28/2016 02/26/2016	436976-045045	Electricity
21	01-117-000-0000-6255		150.47	GAS MAINT BUILDING 01/28/2016 02/26/2016	436976-045045	Natural Gas
25	01-117-000-0000-6255		4.80-	CREDIT 01/28/2016 02/26/2016	436976-045045	Natural Gas
22	01-117-000-0000-6255		2,945.07	GAS FAIRGROUNDS 01/28/2016 02/26/2016	436978-045045	Natural Gas
18	01-117-000-0000-6253		316.55	ELECTRIC 820 CENTURY AVE SW 01/28/2016 02/26/2016	436979-045045	Electricity
23	01-117-000-0000-6255		197.12	GAS 820 CENTURY AVE SW 01/28/2016 02/26/2016	436979-045045	Natural Gas
26	01-117-000-0000-6255		6.72-	CREDIT 01/28/2016 02/26/2016	436979-045045	Natural Gas
16	01-117-000-0000-6253		37.78	ELECTRIC SIGN 01/28/2016 02/26/2016	436981-045045	Electricity
19	01-117-000-0000-6253		65.00	ELECTRIC 816 CENTURY AVE SW 01/28/2016 02/26/2016	437020-045045	Electricity
32875	HUTCHINSON UTILITIES COMMISSION		8,550.35	16 Transactions		
53	6412 VERIZON WIRELESS 01-117-000-0000-6203		35.01	PARKS LM SHOP 03/03/2016 04/02/2016	58374352-00001	Communications
	6412 VERIZON WIRELESS		35.01	1 Transactions		



	<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 #</u>	<u>On Behalf of Name</u>
117	DEPT Total:		9,425.29	FAIRGROUNDS	3 Vendors	21 Transactions
121	DEPT			VETERAN SERVICES		
45	6412 VERIZON WIRELESS 01-121-000-0000-6203		16.75	CELL PHONE USE 03/03/2016 04/02/2016	58374352-00001	Communications
	6412 VERIZON WIRELESS		16.75		1 Transactions	
121	DEPT Total:		16.75	VETERAN SERVICES	1 Vendors	1 Transactions
201	DEPT			COUNTY SHERIFF'S OFFICE		
163	539 CENTER POINT ENERGY 01-201-000-0000-6255		274.54	GAS STORAGE 02/04/2016 03/04/2016	5987117-8	Natural Gas
	539 CENTER POINT ENERGY		274.54		1 Transactions	
165	253 LIGHT & POWER COMMISSION 01-201-000-0000-6253		140.08	ELECTRIC BAXTER AVE	01-802120-03	Electricity
	253 LIGHT & POWER COMMISSION		140.08		1 Transactions	
167	150 VERIZON WIRELESS 01-201-000-0000-6203		220.12	SO CELL PHONE USAGE 03/03/2016 04/02/2016	9761470462	Communications
169	01-201-000-0000-6203		29.27	CO ATTY CELL PHONE USAGE 03/03/2016 04/02/2016	9761470483	Communications
171	01-201-000-0000-6203		300.49	MCSO CELL PHONE USAGE 03/03/2016 04/02/2016	9761470483	Communications
172	01-201-000-0000-6203		875.25	MCSO AIR SOURCE CARDS 03/03/2016 04/02/2016	9761470483	Communications
170	01-201-000-9001-6350		26.02	BROWNTON PD AIR SOURCE CARDS 03/03/2016 04/02/2016	9761470483	Other Services & Charges-Brownton CI
173	01-201-000-9003-6350		175.05	GPD AIR SOURCE CARDS 03/03/2016 04/02/2016	9761470483	Other Services & Charges-Glencoe Compu
174	01-201-000-9004-6350		105.03	LPPD AIR SOURCE CARDS 03/03/2016 04/02/2016	9761470483	Other Services & Charges-Lp Computer
175	01-201-000-9005-6350		105.03	WPD AIR SOURCE CARDS 03/03/2016 04/02/2016	9761470483	Other Services & Charges-Winsted Compu
176	01-201-000-9006-6350		35.01	SLPD AIR SOURCE CARDS	9761470483	Other Services & Charges-Silver Lake

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1 GENERAL REVENUE FUND

\*\*\*\*\* McLeod County IFS \*\*\*\*\*



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name
			Paid On Bhf #	
150 VERIZON WIRELESS		1,871.27	03/03/2016 04/02/2016 9 Transactions	
201 DEPT Total:		2,285.89	COUNTY SHERIFF'S OFFICE	3 Vendors 11 Transactions
251 DEPT			COUNTY JAIL	
5275 CARD SERVICES				
58 01-251-000-0000-6268		7.98	MILK OF MAG	1359 Medical Aid To Prisoners
57 01-251-000-0000-6461		2.99	CLEAN VIDEO DISK	1359 Inmate Supplies
5275 CARD SERVICES		10.97		2 Transactions
150 VERIZON WIRELESS				
168 01-251-000-0000-6203		16.92	JAIL CELL PHONE USE	9761470462 Communications
			03/03/2016 04/02/2016	
150 VERIZON WIRELESS		16.92		1 Transactions
6412 VERIZON WIRELESS				
46 01-251-000-0000-6203		26.07	CELL PHONE USE	58374352-00001 Communications
			03/03/2016 04/02/2016	
6412 VERIZON WIRELESS		26.07		1 Transactions
251 DEPT Total:		53.96	COUNTY JAIL	3 Vendors 4 Transactions
255 DEPT			COUNTY COURT SERVICES	
6412 VERIZON WIRELESS				
47 01-255-000-0000-6203		37.10	CELL PHONE USE	58374352-00001 Communications
			03/03/2016 04/02/2016	
6412 VERIZON WIRELESS		37.10		1 Transactions
255 DEPT Total:		37.10	COUNTY COURT SERVICES	1 Vendors 1 Transactions
485 DEPT			COUNTY PUBLIC HEALTH NURSING	
10326 AMAZON				
1 01-485-000-0000-6451		54.28	STRENGTHS FINDER BOOK	243893335777 Books
10326 AMAZON		54.28		1 Transactions
6412 VERIZON WIRELESS				
48 01-485-000-0000-6203		50.54	CELL PHONE USE	58374352-00001 Communications

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 1 GENERAL REVENUE FUND

\*\*\*\*\* McLeod County IFS \*\*\*\*\*



Audit List for Board AUDITOR'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
177 01-485-000-0000-6203		420.12	03/03/2016 04/02/2016 WIRELESS CHARGES (CASE MGMT)	9761462352 Communications
178 01-485-000-0000-6203		35.01	03/03/2016 04/02/2016 WIRELESS CHARGES (SHIP)	9761462352 Communications
179 01-485-000-0000-6203		140.04	03/03/2016 04/02/2016 WIRELESS CHARGES (ADMIN)	9761462352 Communications
182 01-485-472-0000-6203		35.01	03/03/2016 04/02/2016 AIRCARD CHARGE (CHS WIC)	9761462352 Communications
6412 VERIZON WIRELESS		680.72	03/03/2016 04/02/2016 5 Transactions	
485 DEPT Total:		735.00	COUNTY PUBLIC HEALTH NURSING	2 Vendors 6 Transactions
1 Fund Total:		33,882.43	GENERAL REVENUE FUND	68 Transactions



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3 ROAD & BRIDGE FUND

Audit List for Board AUDITOR'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
310	DEPT		HIGHWAY MAINTENANCE		
8187	G & K SERVICES				
70	03-310-000-0000-6145	10.41	UNIFORM SERVICES-GLENCOE	1043392376	Uniform Allowance
65	03-310-000-0000-6145	24.30	UNIFORM SERVICE-SLATS	1043392378	Uniform Allowance
76	03-310-000-0000-6145	44.56	UNIFORM SERVICES-HATS	1043393542	Uniform Allowance
71	03-310-000-0000-6145	21.36	UNIFORM SERVICES-GLENCOE	1043397877	Uniform Allowance
66	03-310-000-0000-6145	29.10	UNIFORM SERVICE-SLATS	1043397879	Uniform Allowance
77	03-310-000-0000-6145	44.56	UNIFORM SERVICES-HATS	1043399043	Uniform Allowance
72	03-310-000-0000-6145	21.01	UNIFORM SERVICES-GLENCOE	1043403414	Uniform Allowance
67	03-310-000-0000-6145	24.30	UNIFORM SERVICE-SLATS	1043403416	Uniform Allowance
78	03-310-000-0000-6145	45.76	UNIFORM SERVICES-HATS	1043404580	Uniform Allowance
73	03-310-000-0000-6145	21.01	UNIFORM SERVICES-GLENCOE	1043408943	Uniform Allowance
68	03-310-000-0000-6145	29.10	UNIFORM SERVICE-SLATS	1043408945	Uniform Allowance
79	03-310-000-0000-6145	44.56	UNIFORM SERVICES-HATS	1043410112	Uniform Allowance
74	03-310-000-0000-6145	21.01	UNIFORM SERVICES-GLENCOE	1043414513	Uniform Allowance
69	03-310-000-0000-6145	24.30	UNIFORM SERVICE-SLATS	1043414515	Uniform Allowance
80	03-310-000-0000-6145	44.56	UNIFORM SERVICES-HATS	1043415685	Uniform Allowance
8187	G & K SERVICES	449.90	15 Transactions		
253	LIGHT & POWER COMMISSION				
60	03-310-000-0000-6254	15.43	TRAFFIC LIGHT CSAH 4 & CR 62	14-459100-00	Intersection Lighting
61	03-310-000-0000-6254	21.38	TRAFFIC LIGHT CSAH 15 & 3	14-606200-00	Intersection Lighting
253	LIGHT & POWER COMMISSION	36.81	2 Transactions		
213	MCLEOD COOP POWER ASSN				
81	03-310-000-0000-6254	43.03	TRAFFIC LIGHT TH 212 & CSAH 1	861100	Intersection Lighting
82	03-310-000-0000-6254	37.85	TRAFFIC LIGHT TH 7 & CSAH 115	903000	Intersection Lighting
83	03-310-000-0000-6254	37.74	TRAFFIC LIGHT TH 15 & CSAH 18	903100	Intersection Lighting
84	03-310-000-0000-6254	41.74	TRAFFIC LIGHT CSAH 13 & 23	906900	Intersection Lighting
85	03-310-000-0000-6254	41.50	TRAFFIC LIGHT CSAH 2 & 3	907100	Intersection Lighting
86	03-310-000-0000-6254	40.56	TRAFFIC LIGHT CSAH 25 & 26	907200	Intersection Lighting
87	03-310-000-0000-6254	41.27	TRAFFIC LIGHT CSAH 7 & 115	907300	Intersection Lighting
88	03-310-000-0000-6254	42.10	TRAFFIC LIGHT CSAH 18 & 7	907400	Intersection Lighting
89	03-310-000-0000-6254	32.79	TRAFFIC LIGHT CSAH 2 & 22	907500	Intersection Lighting
90	03-310-000-0000-6254	40.68	TRAFFIC LIGHT CSAH 115 & 25W	907600	Intersection Lighting
91	03-310-000-0000-6254	41.97	TRAFFIC LIGHT CSAH 115 & 25E	907700	Intersection Lighting
92	03-310-000-0000-6254	40.33	TRAFFIC LIGHT CSAH 25 & 62	907800	Intersection Lighting
93	03-310-000-0000-6254	40.91	TRAFFIC LIGHT CSAH 4 & 11	907900	Intersection Lighting
94	03-310-000-0000-6254	40.56	TRAFFIC LIGHT CSAH 12 & 19	908000	Intersection Lighting

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3 ROAD & BRIDGE FUND

Audit List for Board AUDITOR'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
95 03-310-000-0000-6254		TRAFFIC LIGHT CSAH 115 & 14	908100	Intersection Lighting
96 03-310-000-0000-6254		TRAFFIC LIGHT CSAH 5 & 2	908200	Intersection Lighting
97 03-310-000-0000-6254		TRAFFIC LIGHT CSAH 5 & 31	908300	Intersection Lighting
98 03-310-000-0000-6254		TRAFFIC LIGHT CSAH 4 & 79	908400	Intersection Lighting
99 03-310-000-0000-6254		TRAFFIC LIGHT 7 & 79	908500	Intersection Lighting
100 03-310-000-0000-6254		TRAFFIC LIGHT TH 22 & CR 11	908701	Intersection Lighting
101 03-310-000-0000-6254		TRAFFIC LIGHT TH 15 & CR 32	917600	Intersection Lighting
102 03-310-000-0000-6254		TRAFFIC LIGHT TH 15 & CR 3	917700	Intersection Lighting
213 MCLEOD COOP POWER ASSN		22 Transactions		
465 XCEL ENERGY				
116 03-310-000-0000-6254		TRAFFIC LIGHT 7 & CSAH 1	5100111308803	Intersection Lighting
119 03-310-000-0000-6254		TRAFFIC LIGHT CSAH 9 & 3	5102469397	Intersection Lighting
120 03-310-000-0000-6254		TRAFFIC LIGHT CSAH 1 & CR 56	5102469397	Intersection Lighting
121 03-310-000-0000-6254		TRAFFIC LIGHT CSAH 2 & 10	5102469397	Intersection Lighting
122 03-310-000-0000-6254		TRAFFIC LIGHT CSAH 1 & 10	5102469397	Intersection Lighting
123 03-310-000-0000-6254		TRAFFIC LIGHT CSAH 1 & 3	5102469397	Intersection Lighting
117 03-310-000-0000-6254		TRAFFIC LIGHT TH 7 & CSAH 9	5190682785	Intersection Lighting
118 03-310-000-0000-6254		TRAFFIC LIGHT TH 7 & CSAH 2	5190682785	Intersection Lighting
465 XCEL ENERGY		8 Transactions		
310 DEPT Total:		1,631.83 HIGHWAY MAINTENANCE	4 Vendors	47 Transactions
330 DEPT		HIGHWAY ADMINISTRATION		
6412 VERIZON WIRELESS				
54 03-330-000-0000-6203		CELL PHONE USE	9761494941	Communications
		03/03/2016 04/02/2016		
6412 VERIZON WIRELESS		1 Transactions		
330 DEPT Total:		161.97 HIGHWAY ADMINISTRATION	1 Vendors	1 Transactions
340 DEPT		HIGHWAY EQUIPMENT MAINTENANCE		
539 CENTER POINT ENERGY				
59 03-340-000-0000-6255		GLENCOE SHOP	5987115-2	Natural Gas
		02/04/2016 03/04/2016		
539 CENTER POINT ENERGY		1 Transactions		
32 CITY OF BROWNTON				

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 3 ROAD & BRIDGE FUND

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Audit List for Board AUDITOR'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
62	03-340-000-0000-6253		ELECTRIC		Electricity
64	03-340-000-0000-6255		NATURAL GAS		Natural Gas
63	03-340-000-0000-6257		WATER SEWER		Sewer, Water And Garbage Removal
32	CITY OF BROWNTON	1,009.25		3 Transactions	
8187	G & K SERVICES				
75	03-340-000-0000-6145	10.60	UNIFORM SERVICES-SCHRUPP	1043392376	Uniform Allowance
8187	G & K SERVICES	10.60		1 Transactions	
4147	WEST CENTRAL SANITATION INC				
113	03-340-000-0000-6257	24.22	GARBAGE REMOVAL-GLENCOE	10526719	Sewer, Water And Garbage Removal
112	03-340-000-0000-6257	24.22	GARBAGE REMOVAL-BROWNTON	10526720	Sewer, Water And Garbage Removal
114	03-340-000-0000-6257	66.61	GARBAGE REMOVAL-SLATS	10526738	Sewer, Water And Garbage Removal
4147	WEST CENTRAL SANITATION INC	115.05		3 Transactions	
465	XCEL ENERGY				
115	03-340-000-0000-6253	532.96	ELECTRIC SL 19955 FALCON AVE	5100101225915	Electricity
465	XCEL ENERGY	532.96		1 Transactions	
340	DEPT Total:	2,284.98	HIGHWAY EQUIPMENT MAINTENANCE	5 Vendors	9 Transactions
3	Fund Total:	4,078.78	ROAD & BRIDGE FUND		57 Transactions

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5 SOLID WASTE FUND

Audit List for Board AUDITOR'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
391	DEPT			SOLID WASTE TIP FEE		
125	134 CITY OF HUTCHINSON 05-391-000-0000-6257		43.99	WATER SEWER	308506510	Sewer, Water And Garbage Removal
	134 CITY OF HUTCHINSON		43.99		1 Transactions	
28	32875 HUTCHINSON UTILITIES COMMISSION 05-391-000-0000-6253		857.88	ELECTRIC 01/28/2016 02/26/2016	410076-027482	Electricity
31	05-391-000-0000-6255		883.41	GAS 01/28/2016 02/26/2016	410076-027482	Natural Gas
	32875 HUTCHINSON UTILITIES COMMISSION		1,741.29		2 Transactions	
128	4147 WEST CENTRAL SANITATION INC 05-391-000-0000-6259		696.96	23486 CO RD 20 02/01/2016 02/29/2016	10545673	Recycling
129	05-391-000-0000-6259		871.20	CO RD 9 RECYCLING 02/01/2016 02/29/2016	10545673	Recycling
130	05-391-000-0000-6259		348.48	CO RD 9 S OCC 02/01/2016 02/29/2016	10545673	Recycling
131	05-391-000-0000-6259		174.24	RECYCLING AMES ST 02/01/2016 02/29/2016	10545673	Recycling
132	05-391-000-0000-6259		348.48	14995 CO RD 7 RECYCLING 02/01/2016 02/29/2016	10545673	Recycling
133	05-391-000-0000-6259		174.24	14995 CO RD 7 OCC 02/01/2016 02/29/2016	10545673	Recycling
134	05-391-000-0000-6259		871.20	CO RD 7 RECYCLING 02/01/2016 02/29/2016	10545673	Recycling
135	05-391-000-0000-6259		174.24	CO RD 7 OCC 02/01/2016 02/29/2016	10545673	Recycling
136	05-391-000-0000-6259		871.20	305 MAIN ST RECYCLING 02/01/2016 02/29/2016	10545673	Recycling
137	05-391-000-0000-6259		348.48	305 MAIN ST OCC 02/01/2016 02/29/2016	10545673	Recycling
138	05-391-000-0000-6259		4,533.75	2385 HENNEPIN AVE RECYCLING 02/01/2016 02/29/2016	10545673	Recycling
139	05-391-000-0000-6259		871.20	208 1ST AVE RECYCLING 02/01/2016 02/29/2016	10545673	Recycling
140	05-391-000-0000-6259		348.48	208 1ST AVE OCC 02/01/2016 02/29/2016	10545673	Recycling

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5 SOLID WASTE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor No.	Vendor Name	Account/Formula	Rpt Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name
141		05-391-000-0000-6259		348.48	2944 110TH ST RECYCLING	02/01/2016 02/29/2016	10545673		Recycling	
142		05-391-000-0000-6259		174.24	2944 110TH ST OCC	02/01/2016 02/29/2016	10545673		Recycling	
143		05-391-000-0000-6259		174.24	11655 HWY 15 S RECYCLING	02/01/2016 02/29/2016	10545673		Recycling	
144		05-391-000-0000-6259		45.00	840 CENTURY AVE RECYCLING	02/01/2016 02/29/2016	10545673		Recycling	
145		05-391-000-0000-6258		1,527.94	COUNTY & SCHOOL COLLECTION REC	02/01/2016 02/29/2016	10545771		School Recycling	
4147	WEST CENTRAL SANITATION INC			12,902.05		18 Transactions				
391	DEPT Total:			14,687.33	SOLID WASTE TIP FEE		3 Vendors			21 Transactions
393	DEPT				MATERIALS RECOVERY FACILITY					
124	134 CITY OF HUTCHINSON	05-393-000-0000-6257		302.21	WATER SEWER		308506502		Sewer, Water And Garbage Removal	
	134 CITY OF HUTCHINSON			302.21		1 Transactions				
27	32875 HUTCHINSON UTILITIES COMMISSION	05-393-000-0000-6253		3,526.83	ELECTRIC	01/28/2016 02/26/2016	410076-027482		Electricity	
30		05-393-000-0000-6255		3,631.80	GAS	01/28/2016 02/26/2016	410076-027482		Natural Gas	
	32875 HUTCHINSON UTILITIES COMMISSION			7,158.63		2 Transactions				
126	664 LENTSCH TRUCKING	05-393-000-0000-6269		785.00	RECYCLABLES PICKED UP				Contracts	
127		05-393-000-0000-6269		2,900.00	RECYCLED MATL SHIPPING				Contracts	
	664 LENTSCH TRUCKING			3,685.00		2 Transactions				
55	4170 WASTE MANAGEMENT OF WI MN	05-393-000-0000-6257		284.26	GLASS FIND DISPOSAL		0013102-1702-9		Sewer, Water And Garbage Removal	
56		05-393-000-0000-6257		1,202.18	RECYCLING RESIDUE GARBAGE		6893963-1593-9		Sewer, Water And Garbage Removal	
	4170 WASTE MANAGEMENT OF WI MN			1,486.44		2 Transactions				
146	4147 WEST CENTRAL SANITATION INC	05-393-000-0000-6259		30.50	RURAL RDU COLLECTION	02/01/2016 02/29/2016	10545771		Recycling	

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5 SOLID WASTE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor No.	Vendor Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
147	05-393-000-0000-6259		137.25	BISCAY COLLECTION 02/01/2016 02/29/2016	10545771	Recycling
148	05-393-000-0000-6259		963.80	BROWNTON COLLECTION 02/01/2016 02/29/2016	10545771	Recycling
149	05-393-000-0000-6259		71.40	BROWNTON MUD COLLECTION 02/01/2016 02/29/2016	10545771	Recycling
150	05-393-000-0000-6259		6,822.85	GLENCOE COLLECTION 02/01/2016 02/29/2016	10545771	Recycling
151	05-393-000-0000-6259		277.95	GLENCOE MUD COLLECTION 02/01/2016 02/29/2016	10545771	Recycling
152	05-393-000-0000-6259		18,141.40	HUTCHINSON COLECTION 02/01/2016 02/29/2016	10545771	Recycling
153	05-393-000-0000-6259		3,345.60	HUTCHINSON MUD COLLECTION 02/01/2016 02/29/2016	10545771	Recycling
154	05-393-000-0000-6259		2,040.45	LESTER PRAIRIE COLLECTION 02/01/2016 02/29/2016	10545771	Recycling
155	05-393-000-0000-6259		10.20	LESTER PRAIRIE MUD COLLECTION 02/01/2016 02/29/2016	10545771	Recycling
156	05-393-000-0000-6259		433.10	PLATO COLLECTION 02/01/2016 02/29/2016	10545771	Recycling
157	05-393-000-0000-6259		1,085.80	SLIVER LAKE COLLECTION 02/01/2016 02/29/2016	10545771	Recycling
158	05-393-000-0000-6259		61.20	SILVER LAKE MUD COLLECTION 02/01/2016 02/29/2016	10545771	Recycling
159	05-393-000-0000-6259		707.60	STEWART COLLECTION 02/01/2016 02/29/2016	10545771	Recycling
160	05-393-000-0000-6259		2,857.85	WINSTED COLLECTION 02/01/2016 02/29/2016	10545771	Recycling
161	05-393-000-0000-6259		102.00	WINSTED MUD COLLECTION 02/01/2016 02/29/2016	10545771	Recycling
162	05-393-000-0000-6259		61.56	VALET SERVICE 02/01/2016 02/29/2016	10545771	Recycling
4147	WEST CENTRAL SANITATION INC		37,150.51	17 Transactions		
393	DEPT Total:		49,782.79	MATERIALS RECOVERY FACILITY	5 Vendors	24 Transactions
397	DEPT 32875 HUTCHINSON UTILITIES COMMISSION			HOUSEHOLD HAZARDOUS WASTE		
29	05-397-000-0000-6253		381.28	ELECTRIC	410076-027482	Electricity

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 5 SOLID WASTE FUND

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor No.	<u>Name</u> Account/Formula	<u>Rpt</u> Accr	<u>Amount</u>	<u>Warrant Description</u> Service Dates	<u>Invoice #</u> Paid On Bhf #	<u>Account/Formula Description</u> On Behalf of Name
32	05-397-000-0000-6255		392.63	GAS 01/28/2016 02/26/2016	410076-027482	Natural Gas
32875	HUTCHINSON UTILITIES COMMISSION		773.91	01/28/2016 02/26/2016 2 Transactions		
397	DEPT Total:		773.91	HOUSEHOLD HAZARDOUS WASTE	1 Vendors	2 Transactions
5	Fund Total:		65,244.03	SOLID WASTE FUND		47 Transactions

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11 HUMAN SERVICE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
420	DEPT			INCOME MAINTENANCE		
50	6412 VERIZON WIRELESS 11-420-600-0010-6203		204.23	CELL PHONE USE 03/03/2016 04/02/2016	58374352-00001	Communications/Postage
	6412 VERIZON WIRELESS		204.23	1 Transactions		
420	DEPT Total:		204.23	INCOME MAINTENANCE	1 Vendors	1 Transactions
430	DEPT			INDIVIDUAL AND FAMILY SOCIAL SERVI		
109	3028 MINNESOTA CHILD SUPPORT PAYMENT 11-430-000-0000-2056		276.88	CHILD SUPPORT 02/21/2016 03/05/2016	001486828601	Child Support Garnishment Payable
	3028 MINNESOTA CHILD SUPPORT PAYMENT		276.88	1 Transactions		
51	6412 VERIZON WIRELESS 11-430-700-0010-6203		476.55	CELL PHONE USE 03/03/2016 04/02/2016	58374352-00001	Communications/Postage
	6412 VERIZON WIRELESS		476.55	1 Transactions		
430	DEPT Total:		753.43	INDIVIDUAL AND FAMILY SOCIAL SER	2 Vendors	2 Transactions
11	Fund Total:		957.66	HUMAN SERVICE FUND		3 Transactions

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25 SPECIAL REVENUE FUND

Audit List for Board AUDITOR'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
252 DEPT		JAIL CANTEEN ACCOUNT		
67501 TRAILBLAZER TRANSIT				
166 25-252-000-0000-6350		50 TOKENS	2016-01-549	Other Services & Charges
67501 TRAILBLAZER TRANSIT		1 Transactions		
252 DEPT Total:		JAIL CANTEEN ACCOUNT	1 Vendors	1 Transactions
285 DEPT		E-911 SYSTEM MAINTENANCE - GRANT		
161 INDEPENDENT EMERGENCY SERVICES				
164 25-285-000-0000-6610		911 PHONE PROJECT 20% 1ST PAY	080916	Capital - Computer Hardware Over \$5,000
161 INDEPENDENT EMERGENCY SERVICES		1 Transactions		
285 DEPT Total:		E-911 SYSTEM MAINTENANCE - GRAN	1 Vendors	1 Transactions
25 Fund Total:		SPECIAL REVENUE FUND		2 Transactions

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3/18/16 10:10AM  
74 FORFEITED TAX FUND

Audit List for Board AUDITOR'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
987 DEPT				FORFEITED TAX SALE
134 CITY OF HUTCHINSON				
10 74-987-000-0000-6350		4.03	705 PARK ISLAND DR SW	27910701000 Other Services & Charges
			02/01/2016 02/29/2016	
134 CITY OF HUTCHINSON		4.03	1 Transactions	
987 DEPT Total:		4.03	FORFEITED TAX SALE	1 Vendors 1 Transactions
74 Fund Total:		4.03	FORFEITED TAX FUND	1 Transactions

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82 COMMUNITY HEALTH SER

Audit List for Board AUDITOR'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
852 DEPT				PROJECT HARMONY GRANT	
6412 VERIZON WIRELESS					
180 82-852-000-0000-6203		35.01	IPAD (PROJECT HARMONY)	9761462352	Communications
			03/03/2016 04/02/2016		
6412 VERIZON WIRELESS		35.01		1 Transactions	
852 DEPT Total:		35.01	PROJECT HARMONY GRANT	1 Vendors	1 Transactions
853 DEPT				LOCAL PUBLIC HEALTH GRANT	
718 BUERKLE/RHONDA					
183 82-853-000-0000-6121		1,344.00	LPHG GRANT TIME		Personnel Wages
185 82-853-000-0000-6203		23.13	LPHG COMMUNICATIONS		Communications
184 82-853-000-0000-6335		16.20	LPHG GRANT MILEAGE		Mileage Expense
718 BUERKLE/RHONDA		1,383.33		3 Transactions	
6412 VERIZON WIRELESS					
181 82-853-000-0000-6203		35.01	1 AIRCARD CHARGES (CHS)	9761462352	Communications
			03/03/2016 04/02/2016		
6412 VERIZON WIRELESS		35.01		1 Transactions	
853 DEPT Total:		1,418.34	LOCAL PUBLIC HEALTH GRANT	2 Vendors	4 Transactions
82 Fund Total:		1,453.35	COMMUNITY HEALTH SERVICE		5 Transactions

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86 TRUST & AGENCY FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name
			Paid On Bhf #	
975 DEPT				DNR CLEARING ACCOUNT
509 MINNESOTA DNR				
111 86-975-000-0000-6850		766.00		DNR Collections For Other Agencies
				03/08/2016 03/14/2016
509 MINNESOTA DNR		766.00		1 Transactions
975 DEPT Total:		766.00		DNR CLEARING ACCOUNT 1 Vendors 1 Transactions
976 DEPT				GAME & FISH CLEARING ACCOUNT
509 MINNESOTA DNR				
110 86-976-000-0000-6850		48.00		G & F Collections For Other Agencies
				03/08/2016 03/14/2016
509 MINNESOTA DNR		48.00		1 Transactions
976 DEPT Total:		48.00		GAME & FISH CLEARING ACCOUNT 1 Vendors 1 Transactions
86 Fund Total:		814.00		TRUST & AGENCY FUND 2 Transactions
Final Total:		135,776.67		54 Vendors 185 Transactions

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	33,882.43	GENERAL REVENUE FUND	
	3	4,078.78	ROAD & BRIDGE FUND	
	5	65,244.03	SOLID WASTE FUND	
	11	957.66	HUMAN SERVICE FUND	
	25	29,342.39	SPECIAL REVENUE FUND	
	74	4.03	FORFEITED TAX FUND	
	82	1,453.35	COMMUNITY HEALTH SERVICE	
	86	814.00	TRUST & AGENCY FUND	
	All Funds	135,776.67	Total	Approved by, .....
				.....
				.....

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3/25/16 2:42PM

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Print List in Order By:	2	1 - Fund (Page Break by Fund)	Page Break By:	1	1 - Page Break by Fund
		2 - Department (Totals by Dept)			2 - Page Break by Dept
		3 - Vendor Number			
		4 - Vendor Name			

Explode Dist. Formulas Y

Paid on Behalf Of Name  
on Audit List?: N

Type of Audit List: D D - Detailed Audit List  
S - Condensed Audit List

Save Report Options?: N

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3/25/16 2:42PM

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

1 GENERAL REVENUE FUND

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
0	DEPT			...		
42	1969 ASSURANT EMPLOYEE BENEFITS 01-000-000-0000-2051		11,890.30	DENTAL PREMIUM 03/01/2016 03/31/2016	C232264	Dental Insurance Payable
43	01-000-000-0000-2054		147.00	DENTAL PREMIUM 03/01/2016 03/31/2016	C232264	Cobra Dental Insurance Payable
	1969 ASSURANT EMPLOYEE BENEFITS		12,037.30	2 Transactions		
52	4547 AVESIS THIRD PARTY ADMINISTRATOR'S 01-000-000-0000-2044		335.37	VISION PREMIUM GENERAL FUND 04/01/2016 04/30/2016		Vision Insurance PAYABLE
	4547 AVESIS THIRD PARTY ADMINISTRATOR'S		335.37	1 Transactions		
3	2811 CNA GROUP LONG TERM CARE 01-000-000-0000-2048		535.18	LONG TERM CARE GENERAL FUND 04/01/2016 04/30/2016		Long Term Care Payable
	2811 CNA GROUP LONG TERM CARE		535.18	1 Transactions		
0	DEPT Total:		12,907.85	...	3 Vendors	4 Transactions
3	DEPT			COUNTY WIDE		
34	5281 TASC 01-003-000-0000-6350		430.00	HSA PLAN ADMINISTRATION 05/01/2015 05/31/2016	IN758514	Other Services & Charges
35	01-003-000-0000-6350		448.80	FSA ADMINISTRATION 05/01/2016 05/31/2016	IN758514	Other Services & Charges
36	01-003-000-0000-6350		102.00	FSA CLAIM CARD FEES 05/01/2016 05/31/2016	IN758514	Other Services & Charges
	5281 TASC		980.80	3 Transactions		
3	DEPT Total:		980.80	COUNTY WIDE	1 Vendors	3 Transactions
13	DEPT			COURT ADMINISTRATOR'S		
23	3146 MELCHERT HUBERT SJODIN PLLP 01-013-000-0000-6273		630.00	COURT APPT JW PR-16-40	124361	Court Appt Atty-Other
28	01-013-000-0000-6272		705.00	COURT APPT KH/DM JV-15-11	124369	Court Appt Atty-Dep/Neg/Ter
18	01-013-000-0000-6273		60.00	COURT APPT NLR FA-15-1265	124370	Court Appt Atty-Other
19	01-013-000-0000-6273		390.00	COURT APPT TN FA-14-1700	124371	Court Appt Atty-Other

\*\*\*\*\* McLeod County IFS \*\*\*\*\*



POOL  
3/25/16 2:42PM  
1 GENERAL REVENUE FUND

Audit List for Board AUDITOR'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
24	01-013-000-0000-6272		15.00	COURT APPT MS/TS JV-15-154	124448	Court Appt Atty-Dep/Neg/Ter
22	01-013-000-0000-6273		15.00	COURT APPT AP PR-15-174	124452	Court Appt Atty-Other
25	01-013-000-0000-6272		300.00	COURT APPT AB/DN JV-15-119	124457	Court Appt Atty-Dep/Neg/Ter
26	01-013-000-0000-6272		7.50	COURT APPT JV-14-255	124458	Court Appt Atty-Dep/Neg/Ter
21	01-013-000-0000-6273		60.00	COURT APPT PR-15-1504	124462	Court Appt Atty-Other
27	01-013-000-0000-6272		322.50	COURT APPT CJ/BH/CR JV-15-196	124463	Court Appt Atty-Dep/Neg/Ter
20	01-013-000-0000-6273		45.00	COURT APPT LB FA-15-1579	124464	Court Appt Atty-Other
3146	MELCHERT HUBERT SJODIN PLLP		2,550.00	11 Transactions		
6440	MELCHERT HUBERT SJODIN PLLP					
29	01-013-000-0000-6272		45.00	COURT APPT RH/LH JV-12-205	124518	Court Appt Atty-Dep/Neg/Ter
6440	MELCHERT HUBERT SJODIN PLLP		45.00	1 Transactions		
13	DEPT Total:		2,595.00	COURT ADMINISTRATOR'S	2 Vendors	12 Transactions
117	DEPT			FAIRGROUNDS		
40	4147 WEST CENTRAL SANITATION INC					
40	01-117-000-0000-6257		442.00	CONTRACTED SERVICES	10526721	Sewer, Water And Garbage Removal
				02/01/2016 02/29/2016		
	4147 WEST CENTRAL SANITATION INC		442.00	1 Transactions		
117	DEPT Total:		442.00	FAIRGROUNDS	1 Vendors	1 Transactions
143	DEPT			LICENSE BUREAU		
30	156 MINNESOTA DEPUTY REGISTRAR ASSOC					
30	01-143-000-0000-6245		253.00	2016 MEMEBERSHIP DUES		Dues And Registration Fees
	156 MINNESOTA DEPUTY REGISTRAR ASSOC		253.00	1 Transactions		
143	DEPT Total:		253.00	LICENSE BUREAU	1 Vendors	1 Transactions
520	DEPT			COUNTY PARK'S		
	213 MCLEOD COOP POWER ASSN					
15	01-520-000-0000-6253		504.81	525 POWER	140900	Electricity
11	01-520-000-0000-6253		41.79	521 POWER	205200	Electricity
16	01-520-000-0000-6253		133.02	526 POWER HOUSE	416900	Electricity
14	01-520-000-0000-6253		50.81	524 POWER	424600	Electricity
13	01-520-000-0000-6253		39.83	523 POWER	483200	Electricity
12	01-520-000-0000-6253		55.12	522 POWER	518000	Electricity

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 1 GENERAL REVENUE FUND

\*\*\*\*\* McLeod County IFS \*\*\*\*\*



Audit List for Board AUDITOR'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
17	01-520-000-0000-6253		526 POWER	572300	Electricity
	213 MCLEOD COOP POWER ASSN				
			7 Transactions		
520	DEPT Total:		COUNTY PARK'S	1 Vendors	7 Transactions
1	Fund Total:		GENERAL REVENUE FUND		28 Transactions

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3 ROAD & BRIDGE FUND

Audit List for Board AUDITOR'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
0	DEPT			...		
44	1969 ASSURANT EMPLOYEE BENEFITS 03-000-000-0000-2051		550.00	DENTAL PREMIUM 03/01/2016 03/31/2016	C232264	Dental Insurance Payable
	1969 ASSURANT EMPLOYEE BENEFITS		550.00		1 Transactions	
53	4547 AVESIS THIRD PARTY ADMINISTRATOR: 03-000-000-0000-2044		63.92	VISION PREMIUM HIGHWAY FUND 04/01/2016 04/30/2016		Vision Insurance Payable
	4547 AVESIS THIRD PARTY ADMINISTRATOR:		63.92		1 Transactions	
4	2811 CNA GROUP LONG TERM CARE 03-000-000-0000-2048		131.01	LONG TERM CARE HIGHWAY FUND 04/01/2016 04/30/2016		Long Term Care Payable
	2811 CNA GROUP LONG TERM CARE		131.01		1 Transactions	
0	DEPT Total:		744.93	...	3 Vendors	3 Transactions
3	Fund Total:		744.93	ROAD & BRIDGE FUND		3 Transactions

\*\*\*\*\* McLeod County IFS \*\*\*\*\*



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5 SOLID WASTE FUND

Audit List for Board AUDITOR'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
391	DEPT			SOLID WASTE TIP FEE		
45	1969 ASSURANT EMPLOYEE BENEFITS 05-391-000-0000-2051		131.00	DENTAL PREMIUM 03/01/2016 03/31/2016	C232264	Dental Insurance Payable
	1969 ASSURANT EMPLOYEE BENEFITS		131.00	1 Transactions		
391	DEPT Total:		131.00	SOLID WASTE TIP FEE	1 Vendors	1 Transactions
393	DEPT			MATERIALS RECOVERY FACILITY		
46	1969 ASSURANT EMPLOYEE BENEFITS 05-393-000-0000-2051		138.00	DENTAL PREMIUM 03/01/2016 03/31/2016	C232264	Dental Insurance Payable
	1969 ASSURANT EMPLOYEE BENEFITS		138.00	1 Transactions		
54	4547 AVESIS THIRD PARTY ADMINISTRATOR: 05-393-000-0000-2044		34.60	VISION PREMIUM MRF FUND 04/01/2016 04/30/2016		Vision Insurance Payable
	4547 AVESIS THIRD PARTY ADMINISTRATOR:		34.60	1 Transactions		
37	4170 WASTE MANAGEMENT OF WI MN 05-393-000-0000-6257		67.21	ILLEGAL DUMP	0013143-1702-3	Sewer, Water And Garbage Removal
38	05-393-000-0000-6257		7.35	GLASS FIND DISPOSAL	0013143-1702-3	Sewer, Water And Garbage Removal
39	05-393-000-0000-6257		1,202.18	RECYCLING RESIDUE GARBAGE	6897298-1593-6	Sewer, Water And Garbage Removal
	4170 WASTE MANAGEMENT OF WI MN		1,276.74	3 Transactions		
393	DEPT Total:		1,449.34	MATERIALS RECOVERY FACILITY	3 Vendors	5 Transactions
5	Fund Total:		1,580.34	SOLID WASTE FUND		6 Transactions

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POOL  
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11 HUMAN SERVICE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
420	DEPT			INCOME MAINTENANCE		
47	1969 ASSURANT EMPLOYEE BENEFITS 11-420-000-0000-2051		658.83	DENTAL PREMIUM 03/01/2016 03/31/2016	C232264	Dental Insurance Payable
	1969 ASSURANT EMPLOYEE BENEFITS		658.83	1 Transactions		
55	4547 AVESIS THIRD PARTY ADMINISTRATOR: 11-420-000-0000-2044		48.61	VISION PREMIUM INC MAINT FUND 04/01/2016 04/30/2016		Vision Insurance Payable
	4547 AVESIS THIRD PARTY ADMINISTRATOR:		48.61	1 Transactions		
5	2811 CNA GROUP LONG TERM CARE 11-420-000-0000-2048		210.41	LONG TERM CARE WELFARE FUND 04/01/2016 04/30/2016		Long Term Care Payable
	2811 CNA GROUP LONG TERM CARE		210.41	1 Transactions		
420	DEPT Total:		917.85	INCOME MAINTENANCE	3 Vendors	3 Transactions
430	DEPT			INDIVIDUAL AND FAMILY SOCIAL SERVI		
48	1969 ASSURANT EMPLOYEE BENEFITS 11-430-000-0000-2051		3,151.17	DENTAL PREMIUM 03/01/2016 03/31/2016	C232264	Dental Insurance Payable
	1969 ASSURANT EMPLOYEE BENEFITS		3,151.17	1 Transactions		
56	4547 AVESIS THIRD PARTY ADMINISTRATOR: 11-430-000-0000-2044		172.11	VISION PREMIUM WELFARE FUND 04/01/2016 04/30/2016		Vison Insurance Payable
	4547 AVESIS THIRD PARTY ADMINISTRATOR:		172.11	1 Transactions		
6	2811 CNA GROUP LONG TERM CARE 11-430-000-0000-2048		103.02	LONG TERM CARE INC MAINT FUND 04/01/2016 04/30/2016		Long Term Care Payable
	2811 CNA GROUP LONG TERM CARE		103.02	1 Transactions		
430	DEPT Total:		3,426.30	INDIVIDUAL AND FAMILY SOCIAL SER	3 Vendors	3 Transactions
11	Fund Total:		4,344.15	HUMAN SERVICE FUND		6 Transactions

\*\*\*\*\* McLeod County IFS \*\*\*\*\*



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20 COUNTY DITCH FUND

Audit List for Board AUDITOR'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
637	DEPT			COUNTY DITCH #26		
63	9825 SHORT ELLIOTT HENDRICKSON INC					
	20-637-000-0000-6302		592.32	ENGINEERING WORK CD #26	309587	Construction And Repairs
	9825 SHORT ELLIOTT HENDRICKSON INC		592.32	1 Transactions		
637	DEPT Total:		592.32	COUNTY DITCH #26	1 Vendors	1 Transactions
638	DEPT			COUNTY DITCH #27		
64	9825 SHORT ELLIOTT HENDRICKSON INC					
	20-638-000-0000-6302		2,817.68	ENGINEERING WORK CD #27	309587	Construction And Repairs
	9825 SHORT ELLIOTT HENDRICKSON INC		2,817.68	1 Transactions		
638	DEPT Total:		2,817.68	COUNTY DITCH #27	1 Vendors	1 Transactions
20	Fund Total:		3,410.00	COUNTY DITCH FUND		2 Transactions

\*\*\*\*\* McLeod County IFS \*\*\*\*\*



POOL  
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25 SPECIAL REVENUE FUND

Audit List for Board AUDITOR'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
15	DEPT			LAW LIBRARY		
41	358 WEST PAYMENT CENTER 25-015-000-0000-6451		125.00	WEST INFORMATION CHARGES 02/01/2016 02/29/2016	833558021	Books
	358 WEST PAYMENT CENTER		125.00	1 Transactions		
15	DEPT Total:		125.00	LAW LIBRARY	1 Vendors	1 Transactions
101	DEPT			COUNTY RECORDER'S		
8	5211 HOUSTON ENGINEERING INC 25-101-000-0000-6350		1,200.00	2016 ANNUAL HWY GIS WEBSITE		Other Services & Charges
	5211 HOUSTON ENGINEERING INC		1,200.00	1 Transactions		
101	DEPT Total:		1,200.00	COUNTY RECORDER'S	1 Vendors	1 Transactions
485	DEPT			COUNTY PUBLIC HEALTH NURSING		
49	1969 ASSURANT EMPLOYEE BENEFITS 25-485-000-0000-2051		47.28	DENTAL PREMIUM 03/01/2016 03/31/2016	C232264	Dental Insurance Payable
	1969 ASSURANT EMPLOYEE BENEFITS		47.28	1 Transactions		
485	DEPT Total:		47.28	COUNTY PUBLIC HEALTH NURSING	1 Vendors	1 Transactions
612	DEPT			SHORELAND-GRANT		
57	4547 AVESIS THIRD PARTY ADMINISTRATOR'S 25-612-000-0000-2044		0.64	VISIO PREMIUM SPECIAL REVENUE 04/01/2016 04/30/2016		Vision Insurance Payable
	4547 AVESIS THIRD PARTY ADMINISTRATOR'S		0.64	1 Transactions		
612	DEPT Total:		0.64	SHORELAND-GRANT	1 Vendors	1 Transactions
613	DEPT			WATER RESOURCE MANAGEMENT-GRAN		
58	4547 AVESIS THIRD PARTY ADMINISTRATOR'S 25-613-000-0000-2044		1.02	VISION PREMIUM SPECIAL REVENUE 04/01/2016 04/30/2016		Vision Insurance Payable
	4547 AVESIS THIRD PARTY ADMINISTRATOR'S		1.02	1 Transactions		

\*\*\*\*\* McLeod County IFS \*\*\*\*\*



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25 SPECIAL REVENUE FUND

Audit List for Board AUDITOR'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
613	DEPT Total:		1.02	WATER RESOURCE MANAGEMENT-GR	1 Vendors	1 Transactions
614	DEPT			WETLANDS ADMINISTRATION-GRANT		
59	4547 AVESIS THIRD PARTY ADMINISTRATOR: 25-614-000-0000-2044		2.48	VISION PREMIUM SPECIAL REVENUE 04/01/2016 04/30/2016		Vision Insurance Payable
	4547 AVESIS THIRD PARTY ADMINISTRATOR:		2.48		1 Transactions	
614	DEPT Total:		2.48	WETLANDS ADMINISTRATION-GRANT	1 Vendors	1 Transactions
694	DEPT			AQUATIC INVASIVE SPECIES		
2	3237 BECKER SWCD 25-694-000-0000-6243		850.00	LINDERS ANGLING SPONSORSHIP	AIS16-20	PUBLIC EDUCATION
	3237 BECKER SWCD		850.00		1 Transactions	
694	DEPT Total:		850.00	AQUATIC INVASIVE SPECIES	1 Vendors	1 Transactions
886	DEPT			COUNTY FEEDLOT PROGRAM		
50	1969 ASSURANT EMPLOYEE BENEFITS 25-886-000-0000-2051		44.50	DENTAL PREMIUM 03/01/2016 03/31/2016	C232264	Dental Insurance Payable
	1969 ASSURANT EMPLOYEE BENEFITS		44.50		1 Transactions	
60	4547 AVESIS THIRD PARTY ADMINISTRATOR: 25-886-000-0000-2044		3.05	VISION PREMIUM SPECIAL REVENUE 04/01/2016 04/30/2016		Vision Insurance Payable
	4547 AVESIS THIRD PARTY ADMINISTRATOR:		3.05		1 Transactions	
886	DEPT Total:		47.55	COUNTY FEEDLOT PROGRAM	2 Vendors	2 Transactions
25	Fund Total:		2,273.97	SPECIAL REVENUE FUND		9 Transactions

\*\*\*\*\* McLeod County IFS \*\*\*\*\*



POOL  
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82 COMMUNITY HEALTH SER

Audit List for Board AUDITOR'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
853	DEPT			LOCAL PUBLIC HEALTH GRANT		
51	1969 ASSURANT EMPLOYEE BENEFITS 82-853-000-0000-2051		115.00	DENTAL PREMIUM 03/01/2016 03/31/2016	C232264	DENTAL INSURANCE PAYABLE
	1969 ASSURANT EMPLOYEE BENEFITS		115.00		1 Transactions	
7	2811 CNA GROUP LONG TERM CARE 82-853-000-0000-2048		10.54	LONG TERM CARE CHS FUND 04/01/2016 04/30/2016		LONG TERM CARE PAYABLE
	2811 CNA GROUP LONG TERM CARE		10.54		1 Transactions	
853	DEPT Total:		125.54	LOCAL PUBLIC HEALTH GRANT	2 Vendors	2 Transactions
862	DEPT			SHIP		
1	5576 BACHMAN/MARY 82-862-000-0000-6121		980.00	SHIP GRANT TIME		Personnel Wages
	5576 BACHMAN/MARY		980.00		1 Transactions	
9	3238 KORTZ/AUDREY 82-862-000-0000-6350		19.08	SHIP PARTNER EXP-COMM HE		Other Services & Charges
	3238 KORTZ/AUDREY		19.08		1 Transactions	
61	222 MEEKER COUNTY TREASURER 82-862-000-0000-6850		6,623.45	JAN SHIP 2016		Collections For Other Agencies
	222 MEEKER COUNTY TREASURER		6,623.45		1 Transactions	
62	314 SIBLEY COUNTY TREASURER 82-862-000-0000-6850		6,874.34	JAN SHIP 2016		Collections For Other Agencies
	314 SIBLEY COUNTY TREASURER		6,874.34		1 Transactions	
862	DEPT Total:		14,496.87	SHIP	4 Vendors	4 Transactions
82	Fund Total:		14,622.41	COMMUNITY HEALTH SERVICE		6 Transactions

\*\*\*\*\* McLeod County IFS \*\*\*\*\*



POOL  
3/25/16 2:42PM  
86 TRUST & AGENCY FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor No.	Vendor Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
975	DEPT			DNR CLEARING ACCOUNT		
32	509 MINNESOTA DNR 86-975-000-0000-6850		761.50	DNR 03/15/2016 03/21/2016		Collections For Other Agencies
	509 MINNESOTA DNR		761.50		1 Transactions	
975	DEPT Total:		761.50	DNR CLEARING ACCOUNT	1 Vendors	1 Transactions
976	DEPT			GAME & FISH CLEARING ACCOUNT		
31	509 MINNESOTA DNR 86-976-000-0000-6850		61.00	G & F 03/15/2016 03/21/2016		Collections For Other Agencies
	509 MINNESOTA DNR		61.00		1 Transactions	
976	DEPT Total:		61.00	GAME & FISH CLEARING ACCOUNT	1 Vendors	1 Transactions
86	Fund Total:		822.50	TRUST & AGENCY FUND		2 Transactions

\*\*\*\*\* McLeod County IFS \*\*\*\*\*



POOL  
3/25/16 2:42PM  
87 TAX & PENALTY FUND

Audit List for Board AUDITOR'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
980	DEPT			TAX COLLECTIONS		
	3236 LOZANO/JUAN					
10	87-980-000-0000-6810		13.28	REFUND REVENUE RECAPTURE		Refunds And Reimbursements
	3236 LOZANO/JUAN		13.28	1 Transactions		
980	DEPT Total:		13.28	TAX COLLECTIONS	1 Vendors	1 Transactions
984	DEPT			ADVANCE TAX COLLECTIONS		
	3239 NATHE/MICHAEL G & MARIA E					
33	87-984-000-0000-6810		22.00	OVER PAYMENT	21.097.0130	Refunds And Reimbursements
	3239 NATHE/MICHAEL G & MARIA E		22.00	1 Transactions		
984	DEPT Total:		22.00	ADVANCE TAX COLLECTIONS	1 Vendors	1 Transactions
87	Fund Total:		35.28	TAX & PENALTY FUND		2 Transactions
	Final Total:		45,867.00	43 Vendors	64 Transactions	

\*\*\*\*\* McLeod County IFS \*\*\*\*\*

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	18,033.42	GENERAL REVENUE FUND	
	3	744.93	ROAD & BRIDGE FUND	
	5	1,580.34	SOLID WASTE FUND	
	11	4,344.15	HUMAN SERVICE FUND	
	20	3,410.00	COUNTY DITCH FUND	
	25	2,273.97	SPECIAL REVENUE FUND	
	82	14,622.41	COMMUNITY HEALTH SERVICE	
	86	822.50	TRUST & AGENCY FUND	
	87	35.28	TAX & PENALTY FUND	
All Funds		45,867.00	Total	Approved by, .....
				.....
				.....

**MCLEOD COUNTY BOARD  
AGENDA REQUEST**

Board meeting date:	<u>April 5, 2016</u>	Originating department:	<u>Planning &amp; Zoning</u>
Consent or regular agenda:	<u>Consent</u>	Preferred agenda time:	_____
Amount of time needed:	_____	Funding source (if applicable):	_____
Contact person for more info:	<u>Larry Gasow</u>	Are funds in Dept. budget:	_____
Representative (present at the meeting to discuss):	<u>Larry Gasow X-1218</u>		

---

**MOTION REQUESTED:**

Sandi Sportelli requests approval of Conditional Use Permit JP-C1 to construct an accessory building on her residential property for the purpose of operating a pet grooming, boarding and retail business located in Section 30, Hutchinson Township and within the Hutchinson Joint Planning Area.

---

**JUSTIFICATION FOR MOTION:**

The Hutchinson Area Joint Planning Board unanimously recommended approval at their March 16, 2016 meeting.

[Type text]

## HUTCHINSON AREA JOINT PLANNING STAFF REPORT

**To:** Hutchinson Area Joint Planning Board

**Prepared By:** Marc Telecky

**Application:** JP-C1

**Date:** March 9, 2016 – **Meeting Date:** March 16, 2016

### GENERAL INFORMATION

**Brief Description:** Sandi Sportelli is requesting to construct an accessory building on her residential property for the purpose of operating a pet boarding and retail business.

**Applicant:** Sandi Sportelli  
20072 Raven Ave.  
Hutchinson, MN 55350  
**P.I.D# 08.051.0100**

**Requested Action:** **Pet Boarding & Retail Business**

**Lot Size:** 4.80 Acres

**Existing Zoning:** "A" Agricultural

**Location:** **Lot 5 of Auditor's Plat S ½ Section 30 & N ½ Section 31  
Hutchinson Twp.**

**Existing Land Use:** Residential Building Site

**Adjacent Land Use  
And Zoning:** "A" Agricultural, "R-1" Rural Residential

**Zoning History:** NA

**Applicable Ordinance** Hutchinson Area Joint Planning Ordinance Section 4 & 20

### SPECIAL INFORMATION

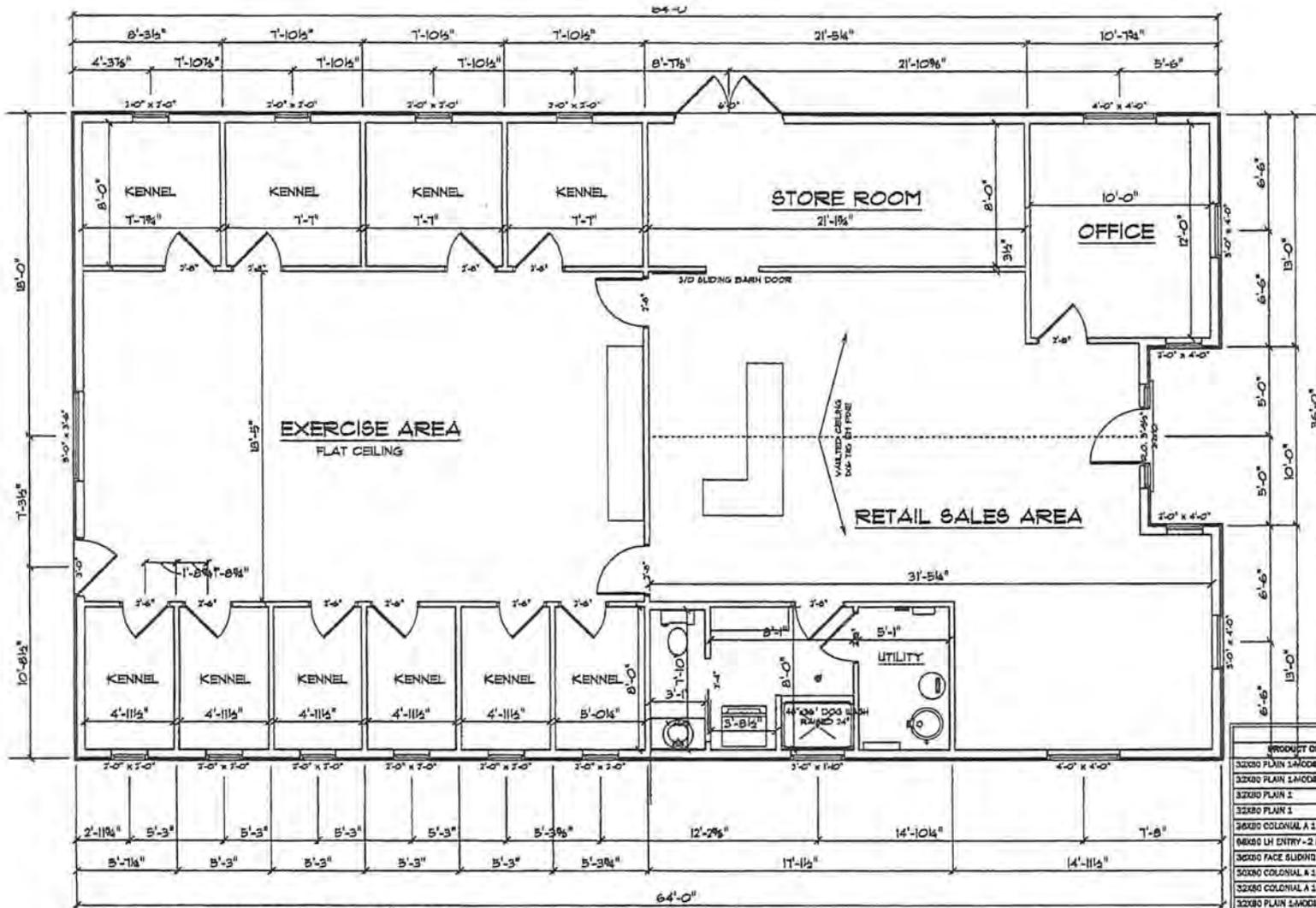
**Public Utilities:** McLeod Coop Power

**Public Services:** SSTS

Sportelli CUP  
March 18, 2016  
Page 3

- 5) That adequate measures have been or will be taken to prevent or control offensive odor, fumes, dust, noise and vibration, so that none of these will constitute a nuisance, and to control lighted signs and other lights in such a manner that no disturbance to neighboring properties will result.

Cc: Sandi Sportelli- applicant



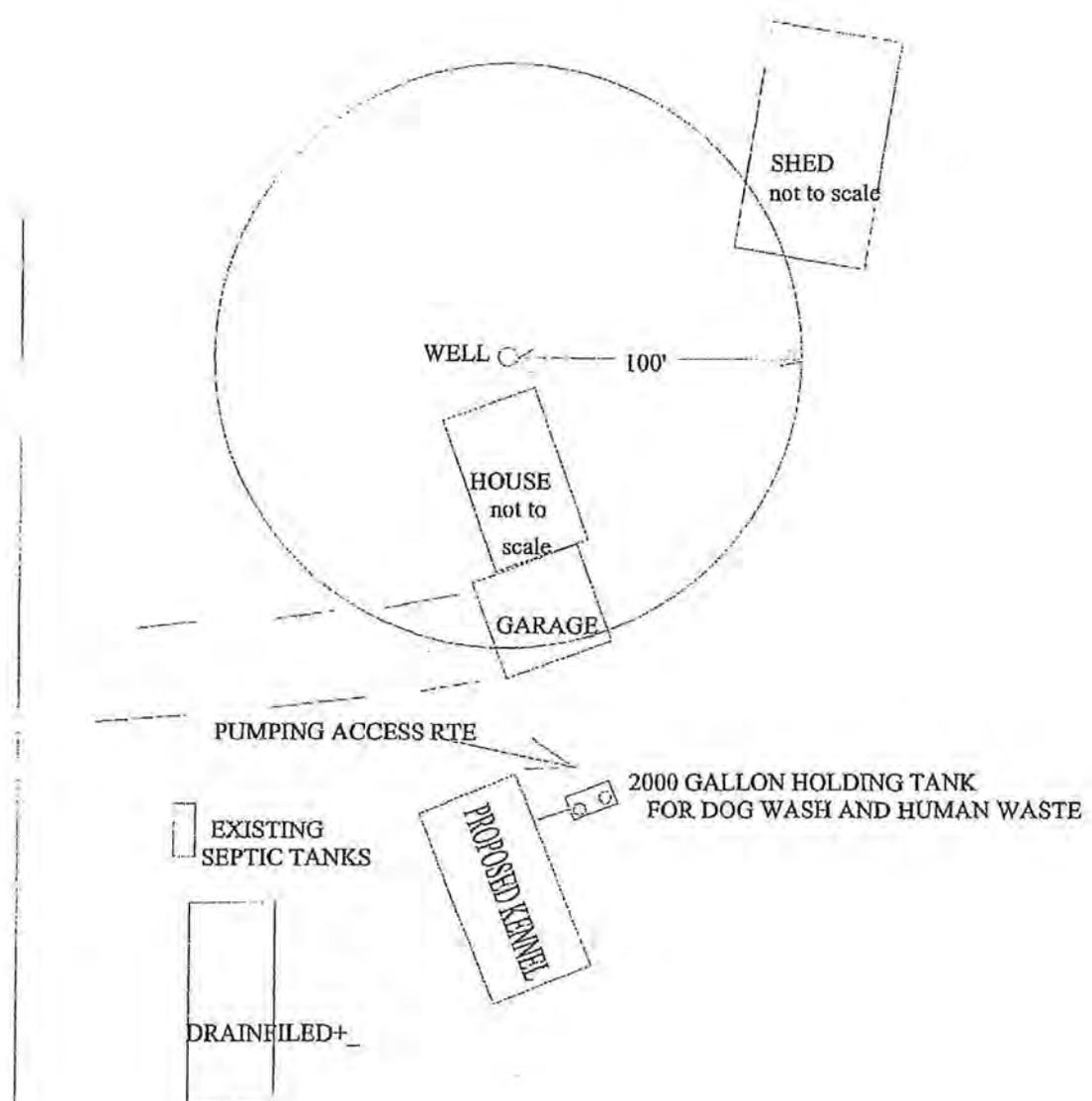
EXTERIOR WALLS 2X6 @ 16" O.C.  
 9'-1 1/8" HIGH  
 ALL HEADERS TO BE 2-PLY 2X10

**FLOOR PLAN**

OPENING SCHEDULE			
PRODUCT CODE	SIZE	HINGE	COUNT
32X80 PLAIN 1-MODIFIED	2'-8"	L	2
32X80 PLAIN 1-MODIFIED	2'-8"	R	2
32X80 PLAIN 1	2'-8"	L	NO 2
32X80 PLAIN 1	2'-8"	R	NO 2
36X80 COLONIAL A 1	3'-0"	R	NO 1
60X80 LH ENTRY - 2 SL-MODIFIED	5'-8 1/4"	NA	NA 1
36X80 FACE SLIDING 1-MODIFIED	3'-0"	R	NO 1
36X80 COLONIAL A 2	2'-8"	R	NO 1
32X80 COLONIAL A 2	2'-8"	R	NO 2
32X80 PLAIN 1-MODIFIED	2'-8"	L	NO 1
32X80 PLAIN 1-MODIFIED	2'-8"	R	NO 1
32X80 PLAIN 1	2'-8"	L	NO 1
60X80 COLONIAL A 2-MODIFIED	6'-0"	LR	YES 1
24x24 Awning-MODIFIED	2'-0" x 2'-0"	N	NA 10
48x48 Awning-MODIFIED	3'-0" x 3'-0"	N	NA 1
48x48 Awning-MODIFIED	4'-0" x 4'-0"	N	NA 2
24x48 DOUBLE HUNG 1	2'-0" x 4'-0"	N	NA 2
36x48 DOUBLE HUNG 1	3'-0" x 4'-0"	N	NA 2
60X42 SLIDER	5'-0" x 3'-6"	NV	NA 1

SANDI SPORTELLI, 20072 RAVEN AVE, HUTCHINSON.

1"= 60'+-. ^NORTH. PROPOSED SSTS SKETCH FOR PROPOSED KENNEL.





**MCLEOD COUNTY BOARD  
AGENDA REQUEST**

Board meeting date:	<u>4/5/2016</u>	Originating department:	<u>Planning &amp; Zoning</u>
Consent or regular agenda:	<u>Consent</u>	Preferred agenda time:	_____
Amount of time needed:	_____	Funding source (if applicable):	_____
Contact person for more info:	<u>Larry Gasow</u>	Are funds in Dept. budget:	_____
Representative (present at the meeting to discuss):	<u>Larry Gasow, Zoning Adm., x-1218</u>		

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**MOTION REQUESTED:**

Brian Roushar requests approval of Conditional Use Permit 16-07 for a kennel (West Country Kennels) for boarding and training up to 70 hunting dogs, of which 15 dogs will be used for breeding purposes. This property is located on 7.39 acres Section 26 of Bergen Township.

---

**JUSTIFICATION FOR MOTION:**

The Board of Bergen Township unanimously recommended approval at their meeting on March 10, 2016.

The Planning Advisory Commission unanimously recommended approval at their meeting on March 23, 2016 with the following conditions:

- 1) The hours of operation shall be Monday through Saturday from 8:00 AM to 5:00 PM.  
Pick up of boarding dogs shall be Sunday from 2:00 to 4:00 PM.
- 2) The maximum number of dogs shall be seventy 70.
- 3) A licensed veterinary shall conduct a kennel inspection each year.
- 4) Westside Country Kennels shall be licensed through the State of Minnesota.

## STAFF REPORT

TO: McLeod County Planning Commission

Prepared By: Larry Gasow

Date: March 7, 2016

**CUP #16-07 Meeting Date: March 23, 2016**

---

### GENERAL INFORMATION

Applicant: West Country Kennels  
Brian Roushar  
2819 Brush Prairie Rd  
Lester Prairie, MN 55354  
612/508-8196  
  
PID 02.026.0100

Requested Action: Conditional Use Permit application for a kennel permit for boarding & training and for breeding purposes up to total and no more than 70 dogs within the Agricultural District.

Purpose: The use of the property will be for boarding and training up to 70 hunting dogs and the applicant will also breed a limit of 15 dogs. There will be two structures, one for the breeding and a larger one for the boarding and training. The training of the dogs will take place on owned adjacent 45 Acres of open land which is in a wildlife habitat type condition.

Existing Zoning: Agricultural.

Location: 7.39 Acres in W ½ of NW ¼ within Section 26, (Bergen Township).

Size: There will be new construction on both kennel buildings and outdoor runs.

Existing Land Use: Residential building site.

Surrounding Land Use & Zoning: Residential and Agricultural.

Applicable Regulations: Section 7, Subdivision 3, Subpart 21.

### SPECIAL INFORMATION

- History: Mr. Roushar applied for and was granted a CUP in 2013 for a similar kennel application of a total of 65 dogs. There were 5 Conditions placed on the permit:
1. A letter from a licensed Veterinary shall be provided to the Zoning Office prior to the County Board meeting.
  2. The hours of operation shall be Monday-Saturday from 8:00 AM to 5:00 PM. Pick up of boarding dogs on Sundays shall be from 2:00 PM to 4:00 PM.
  3. The maximum number of dogs shall be sixty five (65).
  4. A review by the Planning Advisory Commission shall be conducted one year from the date of approval by the County Board.
  5. A licensed Veterinary shall conduct a kennel inspection each year.
- Transportation: Brush Prairie Rd – Township
- Physical Characteristics: Residential lot within an additional agricultural area.

### ANALYSIS

The Bergen Town Board has not made a recommendation at the time of this mailing. The McLeod County Environmental Service has a staff report regarding SSTS compliance for waste water generated at the kennel. The applicant has operated a kennel for boarding and training at the Major Avenue Hunt Club and has worked for other well-known trainers. The applicant has been more than compliant with the zoning office regarding gaining compliance with the McLeod County Zoning Ordinance. The kennel will be designed for housing the dogs inside the kennel with outdoor runs. The training will take place on 47 acres of adjacent undeveloped land. The size of the kennel will be for maximum and no more than 70 dogs; 55 for training and 15 for breeding. With new state rules the kennel will be inspected by the State of Minnesota. Since the buildings will be new adequate sound proofing can be done, the noises associated with the training of the dogs may be more of an issue for neighbors.

### RECOMMENDATIONS

Staff's only concern is construction material and sound proofing measures of the kennels. The requirement of a veterinarian or state inspector letter of approval for the health of the animals.



## Glencoe Veterinary Clinic

Dr. John Thell • Dr. Patty Dahlke • Dr. Paula Frick  
605 13<sup>th</sup> Street West  
Glencoe, Minnesota 55336  
320-864-3414 Fax: 320-864-3616  
glencoevet.com • glencoevetclinic@gmail.com

March 21, 2016



To Whom It May Concern:

This letter of recommendation is for Brian Roushar, owner of West Country Kennels in Glencoe, Minnesota. We have had a working relationship with Brian and West Country Kennels for the past 12 years. During this time we have found he is a professional business owner.

During our visits to the kennel it has always been clean and properly maintained. As a veterinary clinic we feel the kennel is run well and we do not hesitate to refer clients to them for boarding and/or training. We do not foresee any problems working with Brian in the future on the health management of his kennel. As a clinic we are willing to inspect the kennel on an annual basis to ensure proper health management is being done.

Without hesitation I recommend Brian Roushar to build a training and boarding kennel in McLeod county. He provides a high quality service for both training dogs and as a boarding facility.

Sincerely,

A handwritten signature in black ink that reads "Paula Frick BVSc". The signature is written in a cursive, flowing style.

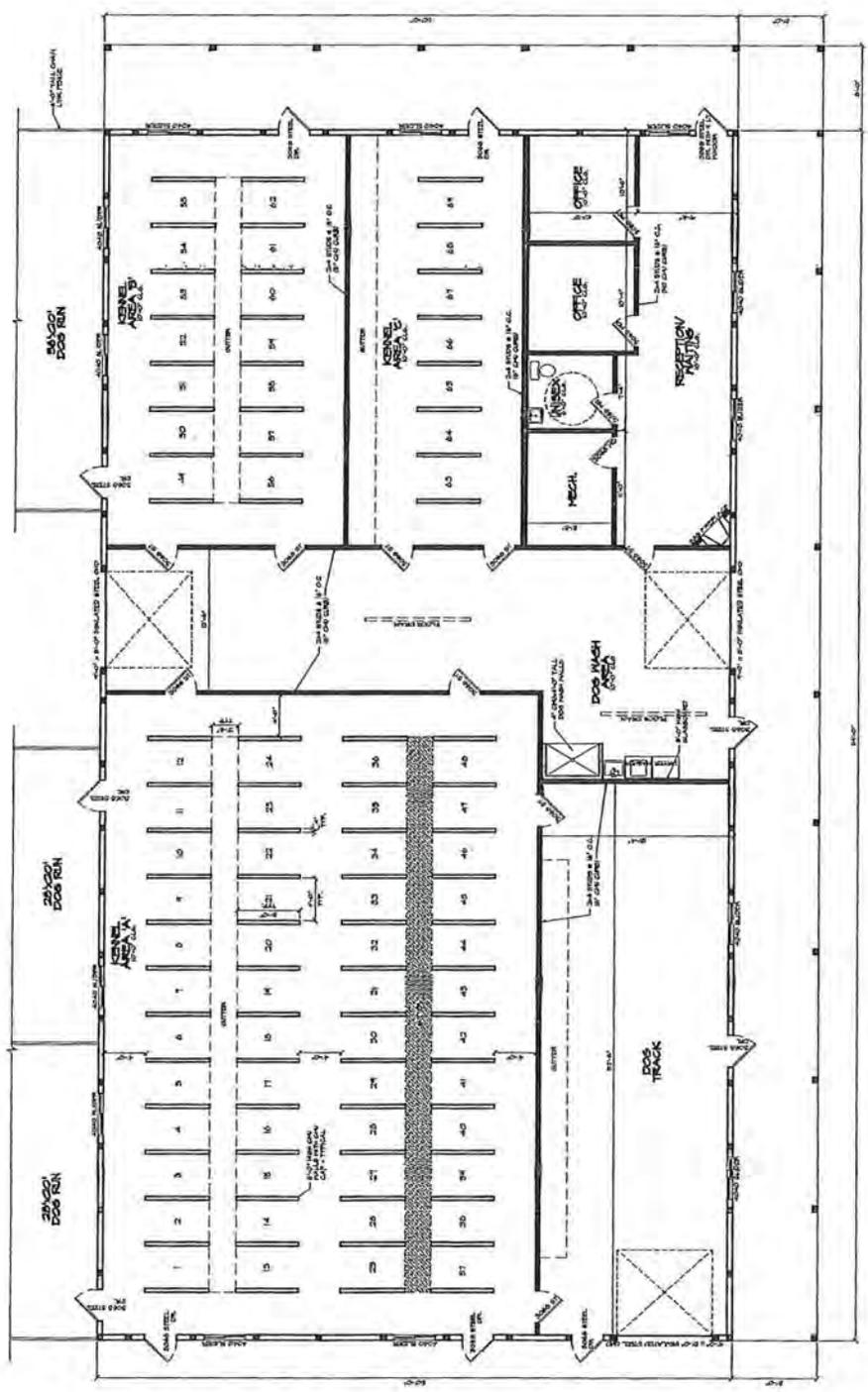
Paula Frick BVSc

WEST COUNTRY KENNELS  
 10000 W. COUNTY RD. N.  
 CHaska, MN 55309  
 (763) 437-4374

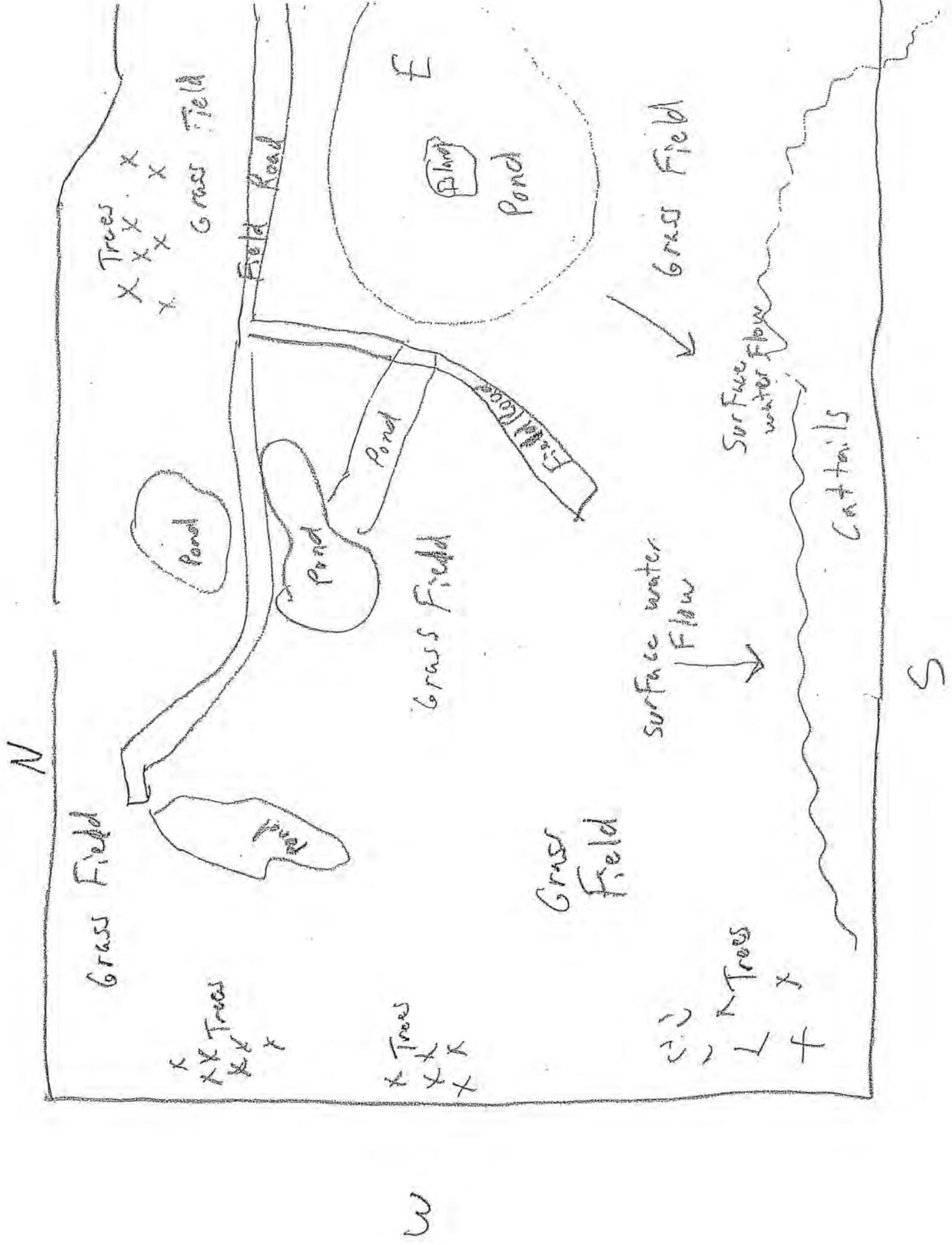
# West Country Kennels

Lester Frame, MN

1/8" = 1'-0"  
 SHEETS BY:



FLOOR PLAN  
1/8" = 1'-0"



County Road 9

E

Brush Prairie RD

Field

Drive way

2819

Kennel Driveway

Personal Kennel  
15 Runs

well

Alouca

Septic

House

Well

Parking Lot

Field

Field Road

Kennel  
70 Runs

Field Road

Dog  
Exercise Yard

Field

Bird Pen

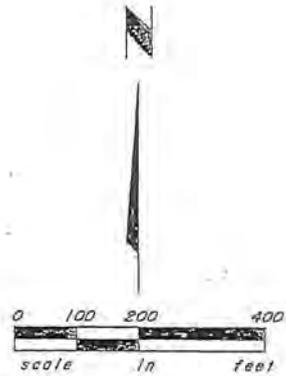
Kennel Septic

W

Field

S

# SKETCH AND DESCRIPTIONS FOR BRIAN ROUSHAR



The orientation of the bearings shown on this survey are based on the north line of the NW 1/4 of Section 26, T.116 N., R.27 W., which is assumed to have a bearing of East.

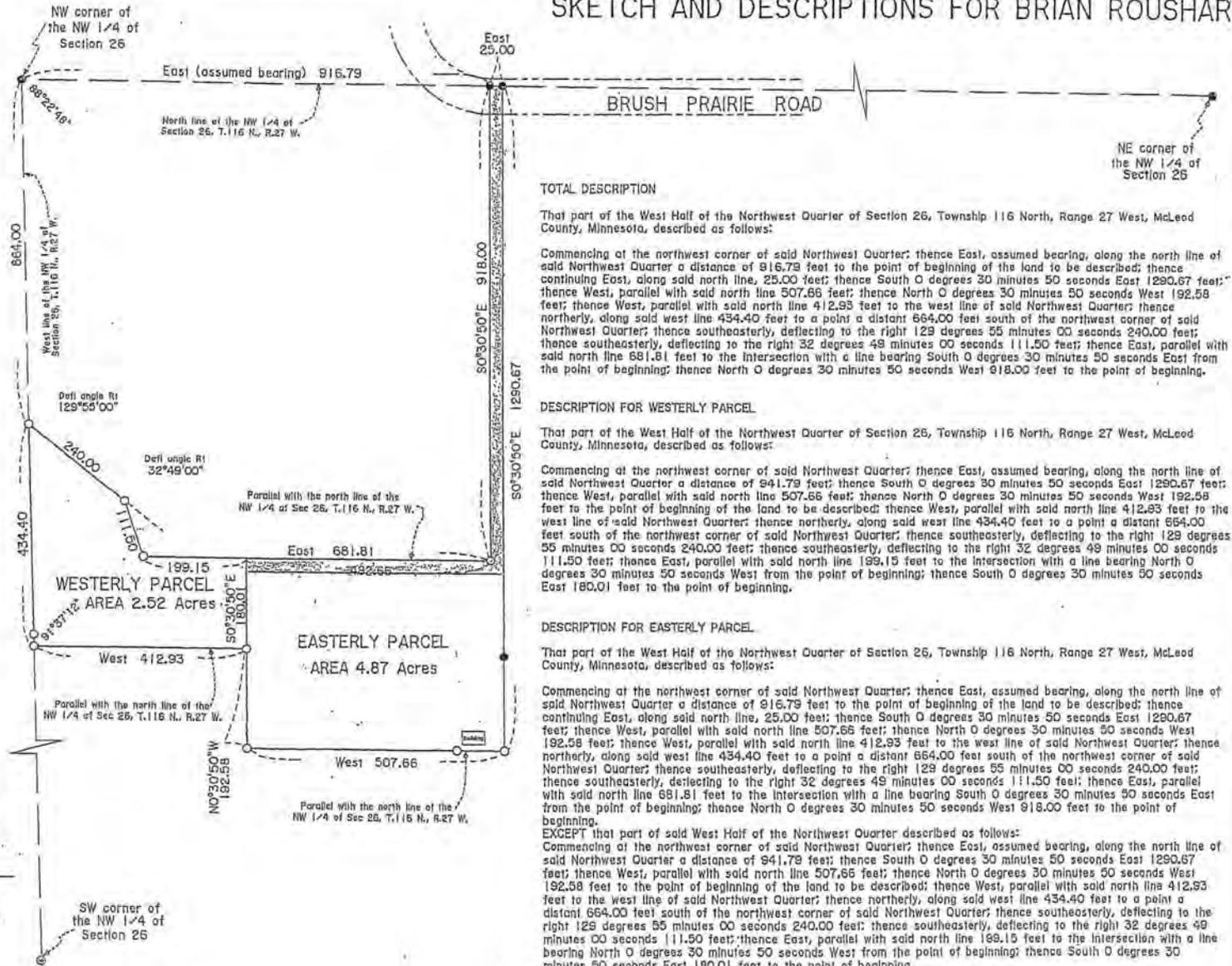
● Denotes iron monument found

○ Denotes iron monument set

I hereby certify that this Survey, Plan or Report was prepared by me or under my direct supervision and that I am a duly licensed Land Surveyor under the laws of the State of Minnesota.

*Jeffrey R. Rousch*  
Jeffrey R. Rousch

Date: May 5, 2008 Lic. No. 24329



**MCLEOD COUNTY BOARD  
AGENDA REQUEST**

Board meeting date:	<u>4/5/2016</u>	Originating department:	<u>Planning &amp; Zoning</u>
Consent or regular agenda:	<u>Consent</u>	Preferred agenda time:	_____
Amount of time needed:	_____	Funding source (if applicable):	_____
Contact person for more info:	<u>Larry Gasow</u>	Are funds in Dept. budget:	_____
Representative (present at the meeting to discuss):	<u>Larry Gasow, Zoning Adm., x-1218</u>		

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**MOTION REQUESTED:**

Jerry & Stacy Stibal of Lester Prairie request approval of Conditional Use Permit 16-08 to amend their original permit to increase an existing 20-dog kennel to a 30-dog kennel for the purpose of raising and breeding Woodland Beagles located within the Agricultural District on 4.24 acres of Section 35, Winsted Township.

---

**JUSTIFICATION FOR MOTION:**

Winsted Township unanimously recommended approval on March 17, 2016.

The McLeod County Planning Commission unanimously recommended approval at their meeting on March 23, 2016 with the following conditions:

- 1) Applicant shall continue to monitor the barking.
- 2) The hours of operation are 7:00 a.m. to 7:00 p.m.

## STAFF REPORT

TO: McLeod County Planning Commission

Prepared By: Larry Gasow

Date: March 8, 2016

**CUP #16-08      Meeting Date:      March 23, 2016**

---

### GENERAL INFORMATION

Applicant: Jerry & Stacy Stibal  
Woodland Beagles  
19062 Babcock Ave  
Lester Prairie, MN 55354  
320/395-2191  
  
PID 14.035.0700

Requested Action: Amend a Conditional Use Permit application to increase an existing 20 dog kennel to a 30 dog kennel for the purpose of raising and breeding purposes within the Agricultural District.

Purpose: A kennel to expand and breed up to 30 medium sized beagle dogs. Currently there are twenty (20) Woodland Beagles on site in the existing kennel.

Existing Zoning: Agricultural.

Location: 4.24 acres in N 263.98' of S 464.83' of W 770' of SW ¼ of SW ¼ within Section 35, (Winsted Township).

Size: There is an existing kennel structure with outdoor runs.

Existing Land Use: Residential building site.

Surrounding Land Use & Zoning: Residential and Agricultural.

Zoning History: In July 1998, CUP #14-92 was granted for a 10 dog kennel. November 2010, CUP #10-11 amended the size of the kennel to 20 dogs. There have not been any compliance or nuisance issues during this entire time.

Applicable Regulations: Section 7, Subdivision 3, Subpart 21.

### **SPECIAL INFORMATION**

Transportation: Babcock Ave – CR#1

Physical Characteristics: Residential lot within an agricultural area.

### **ANALYSIS**

The Winsted Town Board has not made a recommendation at the time of this mailing. The McLeod County Environmental Service has been notified but has not yet responded with comments. The applicant has operated a kennel since 1998 without incident. The kennel will be designed for keeping the dogs inside with outdoor runs. The size of the kennel will be for no more than 30 dogs. The State of Minnesota has been notified of the CUP for a kennel expansion.

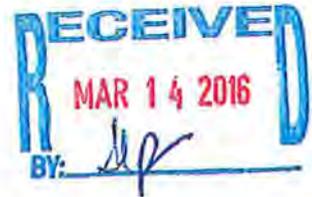
### **RECOMMENDATIONS**

Staff's only concern is regarding the type of dogs that will be in this kennel application is the reputation of the beagles and the sound they have the potential to protrude. A condition that should remain in placed on the kennel is that if no one is home the dogs will have to be inside the building. A copy of inspection by either the State or veterinary shall be copied to the zoning office.

# City of Lester Prairie



37 Juniper Street North - PO Box 66  
Lester Prairie, MN 55354  
www.lesterprairiemin.us  
(320) 395-2646



March 10, 2016

Mark Telecky  
McLeod County Assistant Zoning Administrator  
830 11<sup>th</sup> Street E, Suite 113  
Glencoe, MN 55336

RE: Conditional use Permits

Dear Mr. Telecky:

Please be advised the Lester Prairie City Council met on Tuesday, March 8, 2016. At that meeting, they reviewed the Notice of Public Hearing for March 23, 2016, as received from your office.

The Lester Prairie City Council did not have any input or objections regarding the Conditional Use Permit as requested by Brian Roushar nor the Conditional Use Permit as requested by Jan Meske.

Regarding the Conditional Use Permit amendment by **Jerry & Stacy Stibal** to increase the number of their 20 dog kennel to 30 dogs, the City Council did not have any objections however, they would like to see a mechanism in place to monitor the barking of the dogs so as not to disturb surrounding neighbors.

Regarding the Conditional Use Permit application submitted by Calvin Dolezal on property owned by John Klaustermeier, there was a lengthy discussion. The City Council has concerns and recommends the following:

- There should be some type of barrier to prevent ground contamination
- Spot inspections should be conducted to assure he is complying with conditions set forth by McLeod County
- Proper uniform enclosure and fencing should be made of wood or steel that would meet state standards
- The enclosure and fence height should be adequate so no junk material is visible
- All wrecking and storage should be done inside the enclosed area

Mark Telecky  
Page 2

- A suitable locked gate should be provided
- A remediation fund or bond should be posted for cleanup of the facility in the event of abandonment

Thank you for the opportunity to provide input.

Respectfully,

A handwritten signature in cursive script that reads "Marilyn L. Pawelk". The signature is written in dark ink and is positioned above the printed name.

Marilyn L. Pawelk  
City Coordinator-Clerk-Treasurer

## Stacy Jerry Stibal

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**From:** Suskovic, Greg (BAH) [Greg.Suskovic@state.mn.us]  
**Sent:** Wednesday, February 24, 2016 7:57 AM  
**To:** Stacy & Jerry Stibal  
**Subject:** RE: small note or letter

I inspected Woodland Kennels last 7/1/2015 as part of the requirements for a Commercial Dog and Cat Breeder. They are a licensed Commercial Breeder in Minnesota. At the time they had 16 dogs. I feel this is a very well run operation and in my opinion they have the space to house the increase number of dogs they are requesting on their new CUP application.

Sincerely,

Gregory R. Suskovic DVM  
Minnesota Board of Animal Health  
North Mankato MN 56003  
651/238-2503



**Commercial Dog or Cat Breeder Inspection Report**

Premises ID:	MN 173922
Premises Name:	Woodland Beagles
Address:	19062 Babcock Ave
City, State, Zip:	Le Sueur Prairie MN 55354
Phone:	320/282-5009
Email:	woodlandbeagles@gmail.com

Veterinarian:	Patty Dahlke DVM
Clinic:	Glencoe Veterinary Clinic
Address:	
City, State, Zip:	Glencoe
Phone:	320/864-3414
Email:	

**Location**

County Name:	Mn. Rock	Township Name:	
Latitude:	44.89263	Longitude:	94.05283
Township:		Range:	
Section:		Forty:	

**Animal Inventory**

Dogs:	16	Puppies:	37
Cats:	—	Kittens:	—

**Facilities**

Pass	Fail	
X		(1) Lighting
X		(2) Ventilation
X		(3) Sanitation
X		(4) Confinement and exercise area surfaces
X		(5) Drainage

**Identification**

Pass	Fail	
X		(22) Identification

**Standards of Care**

Pass	Fail	
X		(6) Food
X		(7) Water
X		(8) Shelter size
X		(9) Dogs kept outdoors or in an unheated enclosure
—		(10) Cats
X		(11) Temperature
X		(12) Exercise
X		(13) Animals exercised in groups
X		(14) Group housing and breeding
X		(15) Females in estrus
X		(16) Minimum age at time of sale
X		(17) Enrichment and positive physical contact
X		(18) Training or handling
X		(19) Health care
X		(20) Adequate staff
X		(21) Transportation and shipment

**Records**

Pass	Fail	
X		(23) Records

**Veterinary Protocol**

Pass	Fail	
X		(24) Veterinary protocol
X		(25) Veterinary health certificates
X		(26) Brucellosis tests

Comments:

**Inspected by:**

Name:	<i>[Signature]</i> DVM	
Code:	005678	Date: 7/1/15

White – Copy to Board of Animal Health  
Blue – Copy to Inspector  
Yellow – Copy to Commercial Breeder



Stacy & Jerry Stibal  
19062 Babcock Ave.  
Lester Prairie, MN 55354  
Phone: 320-282-5009

On Saturday March 19th, 2016 Possible new owners of property 18989 Babcock Ave Lester Prairie, MN adjacent to Woodland Beagles toured facility.

Possible new owners were:

Pleased with facility

Not Pleased with facility

Other \_\_\_\_\_

Signature Walt Smieja [Signature]



# G & S Stibal, Kennel CUP



Disclaimer: McLeod County does not warrant or guarantee the accuracy of the data.  
The data is meant for reference purposes only and should not be used for official decisions.  
If you have questions regarding the data presented in this map, please contact the McLeod County GIS Department.

*This information is to be used for reference purposes only.*



**MCLEOD COUNTY BOARD  
AGENDA REQUEST**

Board meeting date:	<u>4/5/2016</u>	Originating department:	<u>Planning &amp; Zoning</u>
Consent or regular agenda:	<u>Consent</u>	Preferred agenda time:	_____
Amount of time needed:	_____	Funding source (if applicable):	_____
Contact person for more info:	<u>Larry Gasow</u>	Are funds in Dept. budget:	_____
Representative (present at the meeting to discuss):	<u>Larry Gasow X-1218</u>		

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**MOTION REQUESTED:**

Mr. Jan T.A. Meske requests approval of Conditional Use Permit 16-10 to construct an accessory structure to be 24' X 40' X 9' (960 sq. ft.) to be used for personal storage located in the front yard area on a parcel less than 3 acres within the Agricultural District, Section 11, Hutchinson Township.

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**JUSTIFICATION FOR MOTION:**

The Board of Hutchinson Township recommended approval on March 10, 2016. The Planning Advisory Committee recommended approval on March 23, 2016.

## STAFF REPORT

TO: McLeod County Planning Commission  
Prepared By: Larry Gasow  
Date: March 9, 2016  
Permit: CUP #16-10 Meeting Date: March 23, 2016

---

### GENERAL INFORMATION

Applicant: Jan Meske  
23422 CR 7  
Hutchinson, MN 55350  
320/296-3504  
  
PID 08.011.0950

Requested Action: Application for a conditional use permit to construct an accessory structure within the front yard area on a parcel less than 3 acres within the Agricultural District.

Purpose: To construct a detached garage 24' x 40' x 9' (960 sq. ft.) and will be used for personal storage on a 2.18 acres in size and will be within the front yard area. The structure will meet all required setbacks.

Existing Zoning: Agricultural.

Location: 2.18 acre tract within Gov't Lot 1 within Section 11, Hutchinson Township.

Size: 24' x 40' X 9' (960 sq. ft.)

Existing Land Use: Split residential building site.

Surrounding Land Use & Zoning: Agricultural with non-agricultural residences.

Applicable Regulations: Section 7, Subdivision 3, Subpart 25.

### **SPECIAL INFORMATION**

Transportation: CR 7 - 230<sup>th</sup> St

Physical Characteristics: Existing residential building site surrounded by agricultural land and residential lots.

### **ANALYSIS**

The Hutchinson Town Board has not made any recommendations at the time of this mailing. The proposed structure will be 960 square feet and the side wall will be that of a detached garage. The structure will be located within the front yard area while the minimum front and side yard setbacks distance requirements will be met. The proposed use of this structure will be for the storage of personal items. The shed will not create a visual nuisance or traffic site clearance issue. The property is located within the 1,000' shoreland setback area of Bear Lake; a SSTS Compliance Inspection was made and passed in 2013.

### **RECOMMENDATIONS**

Staff has no objections or concerns regarding this proposed shed or use of shed. The site location of the shed should only affect the homeowner. The criteria for granting or denying a CUP should be considered.

# Jan Meske 08.011.0950



Disclaimer: McLeod County does not warrant or guarantee the accuracy of the data.  
The data is meant for reference purposes only and should not be used for official decisions.  
If you have questions regarding the data presented in this map, please contact the McLeod County GIS Department.

*This information is to be used for reference purposes only.*



# CONFESSION OF JUDGMENT FOR DELINQUENT REAL ESTATE TAXES

State of Minnesota  
McLeod County

District Court  
1st Judicial District

**TO THE ADMINISTRATOR OF THE DISTRICT COURT OF MCLEOD COUNTY:**

I, **Jacob Zimmerman**, owner of the following described parcel of real property located in McLeod County, Minnesota, to-wit:

**Parcel ID #** 16.052.0150

**Municipality:** CITY OF BROWNTON

**Legal Description:** LOTS 10-11 & S 1/2 OF LOT 7  
BROWN'S 1ST ADD

upon which there are delinquent taxes for the taxes payable year <sup>2012</sup>~~2015~~ and prior years, as follows:

Year	Taxes	Penalty	Interest*	Cost	Total
2012	1,331.64	125.28	480.00	20.00	1,956.92
2011	2,662.00	266.22	1,252.99	20.00	4,201.21
2010	1,318.00	131.80	771.65	20.00	2,241.45
				<b>Total</b>	<b>\$8,399.58</b>

\*Interest Figured Through **03/31/2016**

do hereby offer to confess judgment under M.S. 279.37 in the sum of **\$8,399.58** and waive all irregularities in the tax proceedings affecting such taxes and any defense or objections which I may have thereto, and direct judgment to be entered for the amount hereby confessed less the sum of **\$839.96** hereby tendered, being **one-tenth** of the amount of said delinquent taxes, penalties, interest, and costs.

I agree to pay the balance of such judgment in nine equal annual installments, with interest at the rate provided in M.S. 279.03 (**2016 equals 5%**) and payable annually on the installments remaining unpaid. Each annual installment is to be paid on or before December 31 of each year following the year in which this judgment is confessed.

I also agree to pay current taxes on said parcel each year before they become delinquent or within thirty days after final judgment in proceedings to contest such taxes under M.S. 278.01 to 278.13, inclusive.

03/24/2016  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Owner Signature

Address: 125 3rd Ave S, PO Box 462  
Brownton, MN 55312

Telephone No.: 320-296-6060

Email Address: lyndsey\_white08@hotmail.com



**2016 STATE OF MINNESOTA  
ANNUAL COUNTY BOAT AND WATER SAFETY  
GRANT AGREEMENT**

**ENCUMBRANCE WORKSHEET**

Grant #: 107040

PO#:3000091107

**State Accounting Information:**

Dept. ID R29	PC Bus. Unit R2901	Fiscal Year 2016	Source Type State	Vendor Number 0000197362-001
Total Amount \$3,533	Project ID R29G4CGSFY15	Billing Location R297000221	DUNS 078693157	

**Accounting Distribution:**

Fund 2100	Fin. Dept. ID R2937714	Appropriation ID R297400	Category 84101501	Account 441302	Activity A4CG002
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Grant Begin Date January 1, 2016	Grant End Date June 30, 2017
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Grantee Name and Address:

McLeod Co. Sheriff  
801 E. 10<sup>th</sup> St.  
Glencoe, MN 55336

Payment Address:  
(where DNR sends the check)

McLeod Co.  
2391 Hennepin Ave. N.  
Glencoe, MN 55336

**2016 STATE OF MINNESOTA  
ANNUAL COUNTY BOAT AND WATER SAFETY  
GRANT AGREEMENT**

This grant agreement is between the State of Minnesota, acting through its Commissioner of Natural Resources, Enforcement Division ("State") and McLoud Co. Sheriff, 801 E. 10<sup>th</sup> St., Glencoe, MN 55336 ("Grantee"). The payment address for this grant agreement is McLoud Co., 2391 Hennepin Ave. N, Glencoe, MN 55336.

**Recitals**

1. Under Minnesota Statutes § 86B.701 & .705 the State is empowered to enter into this grant.
2. The State is in need of Sheriff's duties to carry out the provisions of Chapter 86B and the Boat and Water Safety Rules, hereinafter referred to as the "Minnesota Rules", including patrol, enforcement, search and rescue, watercraft inspection, issuance of temporary structure & event permits, waterway marking and accident investigation, all hereinafter referred to as the "Sheriff's Duties".
3. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant agreement to the satisfaction of the State. Pursuant to Minnesota Statute §16B.98 Subdivision 1, the Grantee agrees to minimize administrative costs as a condition of this grant.

**Grant Agreement**

**1 Term of Grant Agreement**

- 1.1 *Effective date:* January 1, 2016 or the date the State obtains all required signatures under Minnesota Statutes § 16B.98, Subdivision 5, whichever is later. Once this grant agreement is fully executed, the Grantee may claim reimbursement for 2016 grant expenditures incurred back to the effective date. Reimbursements will only be made for expenditures made according to the terms of this grant agreement.
- 1.2 *Expiration date:* June 30, 2017. Pursuant to Minnesota Statute §16A.28, Subdivision 6, the encumbrance may be certified for one year beyond the year in which funds were appropriated. The Grantee shall submit a final billing invoice within 30 days of the expiration of the grant as specified herein.
- 1.3 *Survival of Terms.* The following clauses survive the expiration or cancellation of this grant agreement: 8. Liability; 9. State Audits; 10. Government Data Practices and Intellectual Property; 12. Publicity and Endorsement; 13. Governing Law, Jurisdiction, and Venue; and 15. Data Disclosure.

**2 Grantee's Duties**

The Grantee, who is not a state employee, will provide county sheriff services for boat and water safety activities. As stated in Minnesota Statute § 86B.701, the Grantee will submit to the State a spending plan (Exhibit "A", which is attached and incorporated into this grant) along with this form to carry out the Sheriff's Duties. Boat and water safety activities are those outlined in Minnesota Statutes § 86B, Minnesota Rules, Chapter 6110, search and recovery operations in the waters of the State and the portions of Chapter 169A that are applicable to motorboats. Exhibit "B", which is attached and incorporated into this grant further defines the allowable expenditures.

**Reporting Requirements:** The Grantee must satisfactorily submit all activity and financial reports by the date(s) requested by the State, unless the State grants an extension in writing.

**3 Time**

The Grantee must comply with all the time requirements described in this grant agreement. In the performance of this grant agreement, time is of the essence.

**4 Consideration and Payment**

4.1 *Consideration.* The State will pay for all services performed by the Grantee under this grant agreement as follows:

- (a) *Compensation.* The Grantee will be paid for all boat and water safety activities performed by the Grantee during the term of the grant up to Three thousand five hundred thirty-three dollars (\$3,533).
- (b) *Total Obligation.* The total obligation of the State for all compensation and reimbursements to the Grantee under this grant agreement will not exceed Three thousand five hundred thirty-three dollars (\$3,533).

4.2 *Payment*

- (a) *Invoices.* The State will promptly pay the Grantee after the Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices shall be submitted in a form prescribed by the State within the dates previously noted in "Term of Grant Agreement" in this Grant.
- (b) *Federal funds.* (Where applicable, if blank this section does not apply) Payments under this grant agreement will be made from federal funds obtained by the State through Title NA CFDA number \_\_\_\_\_ of the \_\_\_\_\_ Act of \_\_\_\_\_. The Grantee is responsible for compliance with all federal requirements imposed on these funds and accepts full financial responsibility for any requirements imposed by the Grantee's failure to comply with federal requirements.

- 4.3 Contracting and Bidding Requirements per Minn. Stat. §471.345, grantees that are municipalities as defined in Subd. 1 must do the following if contracting funds from this grant contract agreement for any supplies, materials, equipment or the rental thereof, or the construction, alteration, repair or maintenance of real or personal property:
- (a) If the amount of the contract is estimated to exceed \$100,000, a formal notice and bidding process must be conducted in which sealed bids shall be solicited by public notice. Municipalities may, as a best value alternative, award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in Minn. Stat. §16C.28, Subd. 1, paragraph (a), clause (2).
  - (b) If the amount of the contract is estimated to exceed \$25,000 but not \$100,000, the contract may be made either upon sealed bids or by direct negotiation, by obtaining two or more quotations for the purchase or sale when possible, and without advertising for bids or otherwise complying with the requirements of competitive bidding. All quotations obtained shall be kept on file for a period of at least one year after receipt thereof. Municipalities may, as a best value alternative, award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in Minn. Stat. §16C.28, Subd. 1, paragraph (a), clause (2) and paragraph (c).
  - (c) If the amount of the contract is estimated to be \$25,000 or less, the contract may be made either upon quotation or in the open market, in the discretion of the governing body. If the contract is made upon quotation it shall be based, so far as practicable, on at least two quotations which shall be kept on file for a period of at least one year after their receipt. Alternatively, municipalities may award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in Minn. Stat. §16C.28, Subd. 1, paragraph (a), clause (2).
  - (d) Support documentation of the bidding process utilized to contract services must be included in the grantee's financial records, including support documentation justifying a single/sole source bid, if applicable.
  - (e) For projects that include construction work of \$25,000 or more, prevailing wage rules apply per; Minn. Stat. §§177.41 through 177.44 consequently, the bid request must state the project is subject to prevailing wage. These rules require that the wages of laborers and workers should be comparable to wages paid for similar work in the community as a whole. A prevailing wage form should accompany these bid submittals.

5 **Conditions of Payment**

All services provided by the Grantee under this grant agreement must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

6 **Authorized Representative**

The State's Authorized Representative is Rodmen Smith, Director, Enforcement Division – Central Office, Minnesota Department of Natural Resources (DNR), 500 Lafayette Rd., St. Paul, MN 55155-4047, (651) 259-5042, rodmen.smith@state.mn.us or his/her successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this grant agreement. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

The County Grantee's Authorized Representative is the County Sheriff or his/her successor. If the Grantee's Authorized Representative changes at any time during this grant agreement, the Grantee must immediately notify the State.

7 **Assignment, Amendments, Waiver, and Grant Agreement Complete**

- 7.1 **Assignment.** The Grantee shall neither assign nor transfer any rights or obligations under this grant agreement without the prior written consent of the State, approved by the same parties who executed and approved this grant agreement, or their successors in office.
- 7.2 **Amendments.** Any amendments to this grant agreement 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 grant agreement, or their successors in office.
- 7.3 **Waiver.** If the State fails to enforce any provision of this grant agreement, that failure does not waive the provision or the State's right to enforce it.
- 7.4 **Grant Agreement Complete.** This grant agreement, including Exhibits "A" and "B," contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this grant agreement, whether written or oral, may be used to bind either party.

8 **Liability**

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this grant agreement by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this grant agreement.

- 9     **State Audits**  
Under Minnesota Statute § 16B.98, Subdivision 8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this grant agreement or transaction are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.
- 10    **Government Data Practices and Intellectual Property**  
10.1 **Government Data Practices.** The Grantee and State must comply with the Minnesota Government Data Practices Act, Minnesota Statute § 13, as it applies to all data provided by the State under this grant agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant agreement. The civil remedies of Minnesota Statute § 13.08 apply to the release of the data referred to in this clause by either the Grantee or the State.  
  
If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law.
- 11    **Workers' Compensation**  
The Grantee certifies that it is in compliance with Minnesota Statute § 176.181, Subdivision 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.
- 12    **Publicity and Endorsement**  
12.1 **Publicity.** Any publicity regarding the subject matter of this grant agreement must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors with respect to the program, publications, or services provided resulting from this grant agreement.  
12.2 **Endorsement.** The Grantee must not claim that the State endorses its products or services.
- 13    **Governing Law, Jurisdiction, and Venue**  
Minnesota law, without regard to its choice-of-law provisions, governs this grant agreement. Venue for all legal proceedings out of this grant agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.
- 14    **Termination**  
14.1 **Termination by the State.** The State may immediately terminate this grant agreement with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.  
  
14.2 **Termination for Cause.** The State may immediately terminate this grant agreement if the State finds that there has been a failure to comply with the provisions of this grant agreement, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.  
  
14.3 **Termination for Insufficient Funding.** The State may immediately terminate this grant agreement if:  
a) It does not obtain funding from the Minnesota Legislature  
b) Or, if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the grant is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Grantee notice of the lack of funding within a reasonable time of the State's receiving that notice.
- 15    **Data Disclosure**  
Under Minnesota Statute § 270C.65, Subdivision 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

16 Monitoring

The State shall be allowed at any time to conduct periodic site visits and inspections to ensure work progress in accordance with this grant agreement, including a final inspection upon program completion. At least one monitoring visit per grant period on all state grants of over \$50,000 will be conducted and at least annual monitoring visits on grants of over \$250,000.

Following closure of the program, the State's authorized representatives shall be allowed to conduct post-completion inspections of the site to ensure that the site is being properly operated and maintained and that no conversion of use has occurred

17 Invasive Species Prevention

The DNR requires active steps to prevent or limit the introduction, establishment, and spread of invasive species during grant work. The grantee shall prevent invasive species from entering into or spreading within a project site by cleaning equipment prior to arriving at the project site.

If the equipment, vehicles, gear, or clothing arrives at the project site with soil, aggregate material, mulch, vegetation (including seeds) or animals, it shall be cleaned by grantee furnished tool or equipment (brush/broom, compressed air or pressure washer) at the staging area. The grantee shall dispose of material cleaned from equipment and clothing at a location determined by the DNR Grant Administrator. If the material cannot be disposed of onsite, secure material prior to transport (sealed container, covered truck, or wrap with tarp) and legally dispose of offsite.

The grantee shall ensure that all equipment and clothing used for work in infested waters has been adequately decontaminated for invasive species (ex. zebra mussels) prior to being used in non-infested waters. All equipment and clothing including but not limited to waders, tracked vehicles, barges, boats, turbidity curtain, sheet pile, and pumps that comes in contact with any infested waters must be thoroughly decontaminated.

1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minnesota Statutes § 16A.15 and 16C.05.

Signed: Genea Dmuse

Date: 3/18/16

SWIFT Grant # 167040

Purchase Order # 3000091107

2. GRANTEE:

The Grantee certifies that the appropriate person(s) have executed the grant agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By: [Signature]

Title: County Sheriff

Date: 03-29-16

By: \_\_\_\_\_

Title: Chairperson of County Board

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

By: \_\_\_\_\_

Title: County Auditor or Administrator

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

3. STATE AGENCY: NATURAL RESOURCES

By: \_\_\_\_\_  
(With delegated authority)

Title: Director, Enforcement Division - Central Office

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

Attachments: Exhibits "A" & "B"

Distribution:

- 1. DNR - OMBS
- 2. Grantee - 2 (Sheriff's Office & Co. Board)
- 3. State's Authorized Representative

**COUNTY BOAT AND WATER SAFETY  
2016 BUDGET SPENDING PLAN  
(January 1, 2016- June 30, 2017)**

EXHIBIT A

MN DNR - Enforcement Division  
Boat & Water Safety  
500 Lafayette Road  
St. Paul, MN 55155-4047  
Email: [deb.ethier@state.mn.us](mailto:deb.ethier@state.mn.us)  
Deb's phone #: 651-259-5361

County \_\_\_\_\_

Contact Name \_\_\_\_\_

Contact Phone \_\_\_\_\_

GROUP I - PERSONNEL	Number	Amount		TOTAL
		County	State	
Full-Time				\$ -
Seasonal				\$ -
<b>GROUP I SUBTOTALS</b>	-	\$ -	\$ -	\$ -

GROUP II - SUPPLIES & EXPENSES	Amount		TOTAL
	County	State	
DESCRIPTION -- (Itemize)			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
<b>GROUP II SUBTOTALS</b>	\$ -	\$ -	\$ -

GROUP III - EQUIPMENT	Amount		TOTAL
	County	State	
DESCRIPTION -- (Itemize)			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
<b>GROUP III SUBTOTALS</b>	\$ -	\$ -	\$ -

<b>2016 STATE GRANT TOTAL</b>	\$ -	\$ -	\$ -
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Scan and email the signed form. Send to:  
[deb.ethier@state.mn.us](mailto:deb.ethier@state.mn.us)

"This is to certify that the state funds will be used only for purposes set forth in M.S. Chapter § 86B and that the information contained on this form is correct to the best of my knowledge."

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

**ALLOWABLE EXPENDITURES UNDER THE 2016 STATE BOAT AND WATER SAFETY PROGRAM TO COUNTIES**

**GENERAL** - All of the expenditures listed below must be directly related to the boat and water safety program. When personnel or equipment costs are split between other duties and boat and water safety, the percentage paid out of the boat and water safety account may not exceed the percentage of time the individual or piece of equipment is actually used for boat and water safety. Boat and water safety activities are those activities outlined in: 1) M.S. § Chapter 86B, 2) Minn. Rules - Chapter 6110, 3) search and recovery operations in the waters of the state and 4) the portions of Chapter 169A that are applicable to motorboats.

Counties are urged to contact the Department of Natural Resources' Boat and Water Safety Unit for a determination prior to any questionable proposed expenditure.

**SPENDING PLAN, INVOICES, ACCOUNTING and REPORTS** – The proposed expenditures listed on your spending plan (Exhibit A) must reasonably match both your invoice and year-end report. If you need to purchase or pay for something that was not on the original Spending Plan, you will need to first send in a revised plan (Exhibit A) signed by the sheriff or designee, and if approved by the State, proceed from there. Also, Minnesota statutes and rules require that you have a separate account for the state boat & water safety funds.

**PERSONNEL** - Personnel expenses (including salary, insurance, social security, retirement, worker's compensation, etc.) for persons who are actually engaged in boating and water safety duties. Records or logs of time spent on the program are necessary to support these expenses and should be retained not less than six years after the end of the grant agreement. All counties need to follow their own personnel policies on payroll for salary or overtime charged to this grant. If no written policy or procedure exists, you will then need to comply with the State of Minnesota policy on payroll and overtime.

**SUPPLIES AND EXPENSES** - This includes uniforms, fuel, oil, lubricants, repairs, rental costs (docks, buildings, office facilities, equipment, etc.), travel costs, training expenses and expendable supplies (fuel, rope, paint, printing, etc.). No cell phone charges will be allowed. All expenditures need to be verifiable as allowable expenditures under this grant. Items must be listed on Exhibit A (Spending Plan) of this grant and be descriptive in nature.

**EQUIPMENT** - Includes boats, motors, trailers, buoys, depth locators, radios, etc. Items which are also used for general duty may either be charged to the boat and water safety account according to a percentage of use, or by mile/hour. The county must either use: 1) established county mileage charge or 2) the current US Internal Revenue Service mileage rate. Mileage logs showing dates, odometer readings and assignment are necessary to support all vehicle use and should be retained not less than six years after the end of this grant agreement. The purchase of snowmobiles and ATVs with boat and water funds is not allowed.

Other proposed expenditures which do not fit in to one of these three categories must be cleared with the Department of Natural Resources' Boat and Water Safety Unit prior to expenditure.

Boat & Water Safety Unit  
Division of Enforcement

March 23, 2016

Dear Sheriff or Designee:

The 2016 state boat and water safety grant allocations have been finalized. The 2016 grant agreement runs for 18 months - from January 1, 2016 - June 30, 2017. This will overlap six months each with the 2016 and 2017 state grants. In other words, you have an additional six months each year to expend your state grant funds. Yearly state program and fiscal reports will still continue to be done on a calendar year basis. Deadline for completed state grant forms is April 15, 2016, unless an extension is approved in writing by this office.

We continue the same level of documentation that is required for other DNR safety grant programs. Receipts need to be maintained for audit purposes at the county level for all expenditures. Individual receipts/invoices will need to be sent in with your reimbursement request for equipment or other items (excluding salary and fringe) costing \$5,000 or more.

As in past years, the 2016 grant is based on the legislative allocation of \$1,082,000 for the county boat and water safety grants (minus \$5,000 held back for search and rescue reimbursement to the counties). The grant is distributed as in the past (60% on prior year activities, 35% on boat use and 5% on special considerations).

If your grant decreased or increased significantly from last year, we have included a worksheet for each of the two years, so you may see the activity areas where there were differences.

As always, please feel free to contact me if you have any questions.

Sincerely,

Deb Ethier  
Grants Specialist  
Boat and Water Safety  
Phone: (651) 259-5361  
Fax: (651) 297-3727  
[deb.ethier@state.mn.us](mailto:deb.ethier@state.mn.us)



## 2016 State B&W Safety Grant Instructions

Please read the following items carefully and note that procedures have changed this year. The deadline for return of the 2015 grant to our office is **WEDNESDAY, APRIL 15, 2016**. In addition, your 2015 County Boat and Water Safety Report must be on file and accepted by us before we can process your 2016 grant paperwork.

**Boat and Water Safety Agreement** (1 copy) – The agreement needs the signature of the sheriff, county auditor or administrator and county board chairperson in the spaces provided on page five of contract. Electronic signatures are not acceptable on the grant agreement.

**Exhibit A (2016 Spending Plan)** (1 copy) - It is very important that it be done accurately since it will be sent back with your agreement form. Complete the form on the computer, print it out and sign the form.

Here are some tips when completing the form:

- Use Exhibit B - Allowable Expenditures under the Boat and Water Safety Program as a guide.
- There are three main categories of expenditures - Personnel, Supplies and Expenses, and Equipment. They are listed on the "Exhibit B - Allowable Expenditures" sheet.
- Your total "state" column must add up to the amount listed on the agreement. If it is more or less, the forms will be returned for corrections.
- If you get non-state funds directly from the county, fill in this column where appropriate and total it up.
- Check to make sure you are specific enough when describing an expenditure proposal. They do not necessarily have to list a specific name brand, model number etc. since we realize that budgets, programs and equipment needs vary somewhat over a year's time. Please do not use terms like "miscellaneous".

**Exhibit B - Allowable Expenditures** (1 copy) - This sheet does not necessarily need to be returned to us, but it will be part of the grant when it is approved and returned to you. It should be used as a reference when completing the budget form. Please read it carefully and note the record keeping requirements,

**Resolution or County Board Minutes** (1 copy) - A copy of the resolution or county board minutes authorizing the chairman to sign must also be returned to us. Some counties are exempt from this requirement because they have a resolution allowing other officials in the county to sign off on grants below a certain level, in lieu of the board.

- When you have completed your Agreement, Exhibit A (Spending Plan), and resolution or county board minutes, please scan them back to me. Once here, it must be signed off on behalf of the State. The document is then an official agreement, and a copy of the approved agreement will be scanned back to you. The grant is on a reimbursement basis – you must submit invoices to our office to get grant funds paid to the county.
- The 2016 grant runs from January 1, 2016 - June 30, 2017 (18 months). This grant works on a reimbursement basis, and individual receipts will be required for purchases \$5000 or greater. If you had money carried forward from your 2015 grant, you will need to submit your reimbursement for the carry forward money by July 31, 2016.
- *Grants not received by April 15 are subject to cancellation, unless an extension is approved in writing by this office.*

Scan completed documents to: [deb.ethier@state.mn.us](mailto:deb.ethier@state.mn.us)

Contact Deb Ethier if you have questions at: Metro (651) 259-5361 voicemail available 24 hours a day, toll free (888) 646-6367, fax (651) 297-3727.



# County of McLeod

830 11th Street East  
Glencoe, Minnesota 55336  
FAX (320) 864-1809

**COMMISSIONER RON SHIMANSKI**

1st District  
Phone (320) 327-0112  
23808 Jet Avenue  
Silver Lake, MN 55381  
[Ron.Shimanski@co.mcleod.mn.us](mailto:Ron.Shimanski@co.mcleod.mn.us)

**COMMISSIONER DOUG KRUEGER**

2nd District  
Phone (320) 864-5944  
9525 County Road 2  
Glencoe, MN 55336  
[Doug.Krueger@co.mcleod.mn.us](mailto:Doug.Krueger@co.mcleod.mn.us)

**COMMISSIONER PAUL WRIGHT**

3<sup>rd</sup> District  
Phone (320) 587-7332  
15215 County Road 7  
Hutchinson, MN 55350  
[Paul.Wright@co.mcleod.mn.us](mailto:Paul.Wright@co.mcleod.mn.us)

**COMMISSIONER SHELDON NIES**

4th District  
Phone (320) 587-5117  
1118 Jefferson Street South  
Hutchinson, MN 55350  
[Sheldon.Nies@co.mcleod.mn.us](mailto:Sheldon.Nies@co.mcleod.mn.us)

**COMMISSIONER JOE NAGEL**

5th District  
Phone (320) 587-8693  
20849 196<sup>th</sup> Road  
Hutchinson, MN 55350  
[Joseph.Nagel@co.mcleod.mn.us](mailto:Joseph.Nagel@co.mcleod.mn.us)

**COUNTY ADMINISTRATOR**

**PATRICK MELVIN**  
Phone (320) 864-1363  
830 11<sup>th</sup> Street East, Suite 110  
Glencoe, MN 55336  
[Pat.Melvin@co.mcleod.mn.us](mailto:Pat.Melvin@co.mcleod.mn.us)

## RESOLUTION 16-RB04-15 ESTABLISHING COUNTY STATE AID HIGHWAY 25

**WHEREAS**, it appears to the County Board of McLeod County that the road hereinafter described should be designated County State Aid Highway under the provisions of Minnesota Law.

**NOW THEREFORE, BE IT RESOLVED**, by the County Board of McLeod County that the road described as follows, to-wit:

Beginning in McLeod County at a point on the centerline of Adams Street Northeast at the intersection of Washington Avenue East in Hutchinson, Minnesota, said point being 1,093 feet easterly of the South Corner of Section 31, Township 117 North, Range 29 West along the south line of said section; thence northeasterly 957.378 feet along the centerline of Adams Street Northeast to the midpoint of a line drawn between point B28 and B29 on Minnesota Department of Transportation Right of Way Plat 43-47. This length being approximately 0.181 miles.

Shall be, and hereby is established, located, and designated a County State Aid Highway of said McLeod County, subject to the approval of the Commissioner of Transportation of the State of Minnesota.

**BE IT FURTHER RESOLVED**, that the McLeod County Administrator is hereby authorized and directed to forward two certified copies of this resolution to the Commissioner of Transportation for his consideration, and that upon his/her approval of the designation of said road or portion thereof, that same be constructed, improved and maintained as a County State Aid Highway of the County of McLeod to be numbered and known as County State Aid Highway 25.

**Adopted this 5<sup>th</sup> day of April, 2016.**

\_\_\_\_\_  
McLeod County Board Chair

**CERTIFICATION**

I do hereby certify that the foregoing resolution is a true and correct copy of a resolution presented and adopted by the McLeod

County Board of Commissioners at a duly authorized meeting thereof, on the 5<sup>th</sup> day of April, 2016.

\_\_\_\_\_  
Patrick Melvin County Administrator



# County of McLeod

830 11th Street East  
Glencoe, Minnesota 55336  
FAX (320) 864-1809

**COMMISSIONER RON SHIMANSKI**

1st District  
Phone (320) 327-0112  
23808 Jet Avenue  
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**COMMISSIONER DOUG KRUEGER**

2nd District  
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9525 County Road 2  
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**COUNTY ADMINISTRATOR**

**PATRICK MELVIN**  
Phone (320) 864-1363  
830 11<sup>th</sup> Street East, Suite 110  
Glencoe, MN 55336  
[Pat.Melvin@co.mcleod.mn.us](mailto:Pat.Melvin@co.mcleod.mn.us)

## RESOLUTION 16-RB05-16 REVOKING PORTIONS OF COUNTY STATE AID HIGHWAY 115

**WHEREAS**, it appears to the County Board of McLeod County that the road hereinafter described is a County State Aid Highway under the provisions of Minnesota Law.

**NOW THEREFORE, BE IT RESOLVED**, by the County Board of McLeod County that the road described as follows, to-wit:

Beginning in McLeod County at a point on the centerline of South Grade Road Southwest at the intersection of School Road Southwest in Hutchinson, Minnesota, said point being 33 feet easterly of the Northwest Corner of Section 12, Township 116 North, Range 30 West along the north line of said section; thence westerly 33 feet to the Northwest Corner of Section 12, Township 116 North, Range 30 West; thence westerly along the north line of Section 11, Township 116 North, Range 30 West to the Northwest Corner of said section; thence westerly to Underwood Avenue, said point being 1,351 feet westerly along the north line of Section 10, Township 116 North, Range 30 West. This length being approximately 1.27 miles.

Shall be, and hereby is, revoked as a County State Aid Highway of said McLeod County, subject to the approval of the Commissioner of Transportation of the State of Minnesota.

**BE IT FURTHER RESOLVED**, that the ownership of said road will be transferred to City of Hutchinson, MN.

**BE IT FURTHER RESOLVED**, that the McLeod County Administrator is hereby authorized and directed to forward two certified copies of this resolution to the Commissioner of Transportation for his consideration.

**Adopted this 5<sup>th</sup> day of April, 2016.**

\_\_\_\_\_  
McLeod County Board Chair

### CERTIFICATION

I do hereby certify that the foregoing resolution is a true and correct copy of a resolution presented and adopted by the McLeod County Board of Commissioners at a duly authorized meeting thereof, on the 5<sup>th</sup> day of April, 2016.

\_\_\_\_\_  
Patrick Melvin, County Administrator

**MCLEOD COUNTY BOARD  
AGENDA REQUEST**

Please provide the following coversheet to process each individual request for Board consideration and/or action:

Board meeting date: <u>4/5/16</u>	Originating department: <u>Highway</u>
Consent or regular agenda: <u>regular</u>	Preferred agenda time: <u>open</u>
Amount of time needed: <u>10</u>	Funding source (if applicable): <u>NA</u>
Contact person for more info: <u>John</u>	Are funds in Dept. budget: <u>NA</u>
Representative (present at the meeting): <u>John</u>	Number of signed copies: <u>2</u>

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**MOTION REQUESTED:**

Consider corresponding resolutions for jurisdictional State Aid road transfers in the City of Hutchinson in accordance with the cooperative agreement that was approved on 9/6/11.

- Resolution 16-RB04-15 designates the remainder of Adams Street as a County State Aid Highway.
- Resolution 16-RB05-16 revokes portions of County State Aid Highway 115 (South Grade Road).

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**JUSTIFICATION FOR MOTION:**

These are contingent upon the City of Hutchinson adopting similar resolutions.

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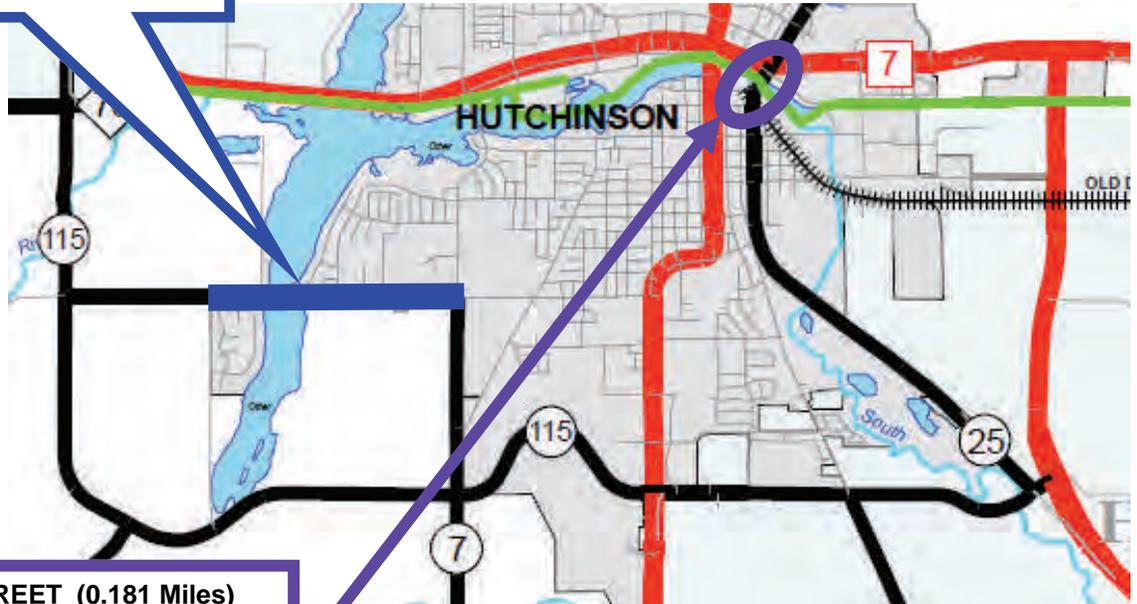
# County State Aid Highway and Municipal State Aid Street Revocations and Redesignations in Hutchinson, MN

(in accordance with 9/6/2011 City of Hutchinson/McLeod County Cooperative Agreement)

## **SOUTH GRADE ROAD (1.27 Miles)**

Revoke CSAH 115 (County)

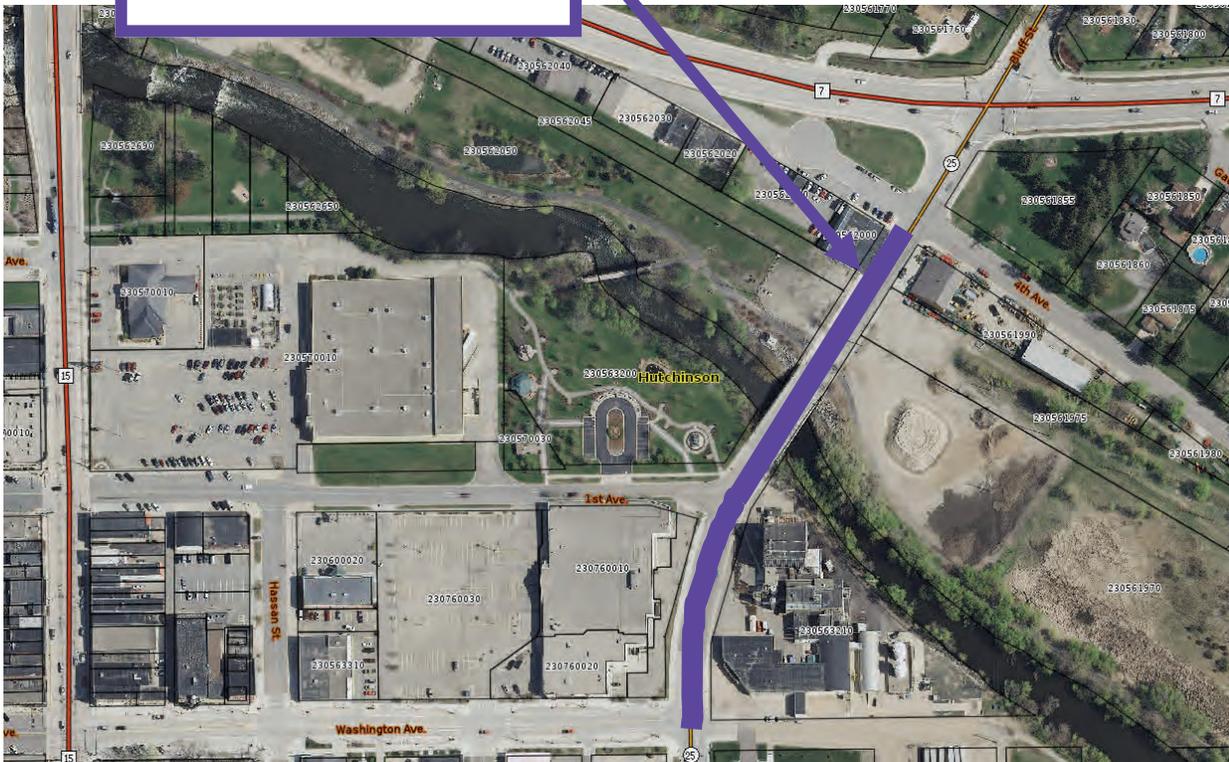
Designate MSAS 130 (City)



## **ADAMS STREET (0.181 Miles)**

Revoke MSAS 104 (City)

Designate CSAH 25 (County)



**COOPERATIVE AGREEMENT**  
**FOR BRIDGE REPLACEMENT ON COUNTY STATE AID HIGHWAY 115 (SOUTH GRADE ROAD) and JURISDICTIONAL TRANSFER OF STREETS/HIGHWAYS**  
**IN HUTCHINSON MN**

THIS COOPERATIVE AGREEMENT FOR BRIDGE REPLACEMENT ON COUNTY STATE AID HIGHWAY 115 AND JURISDICTIONAL TRANSFER OF STREETS/HIGHWAYS IN HUTCHINSON MN, ("Agreement") is made and entered into as of the 29<sup>th</sup> day of June, 2011, by and between the City of Hutchinson MN ("City"), and the County of McLeod ("County") (each sometimes hereinafter called "party" and both sometimes collectively "parties") the parties being governmental and political subdivisions of the State of Minnesota.

**WITNESSETH:**

**WHEREAS**, each of the parties has the authority to construct, maintain, repair, and improve public streets within their respective jurisdictions; and

**WHEREAS**, County State Aid Highway 115 (CSAH 115) is a duly dedicated and opened public street, located within the corporate limits of City; and

**WHEREAS**, the parties desire to undertake a joint project involving replacement of bridge L0324, and other related incidentals, and to share the costs of such improvement as herein provided; and

**WHEREAS**, upon completion of the project, the parties desire to trade ownership of segments of State Aid street and highway along with associated infrastructure; and

**WHEREAS**, the authority of the parties to enter into this Agreement is provided by Minnesota Statutes, sections 471.59.

**NOW, THEREFORE**, in consideration of the mutual promises and covenants of each to the other contained in this Agreement and other good and valuable consideration, receipt of which is hereby acknowledged, the parties hereto do covenant and agree as follows:

**ARTICLE I**  
**THE AGREEMENT**

**Section 1.01. Purposes.** The purpose of this Agreement is to define the rights and obligations of the City and the County with respect to the Project, the sharing of the costs of the Project, and the Jurisdictional Transfer.

**Section 1.02. Cooperation.** The City and the County shall cooperate and use their best efforts to ensure the most expeditious implementation of the various provisions of this Agreement. The parties agree in good faith to undertake resolution of disputes, if any, in an equitable and timely manner.

**Section 1.03. Relationship to Other Contracts.** The City and the County acknowledge that Contract Documents will be entered into by the County on behalf of the parties with respect to the Project, and that Change Orders or other documents may be entered into by the parties, or by the County on behalf of the parties, with respect to the Project. This Agreement shall be construed so as to give the fullest

effect to its provisions, consistent with the provisions of the other contracts and documents referred to above.

**Section 1.04. Term.** The term of this Agreement shall be for a period commencing on the date hereof and terminating on the date the Project is completed, accepted by the parties and all amounts owed by one party to the other or to the project contractor have been paid in full, and the Jurisdictional Transfer is completed.

**Section 1.05. Recitals.** The above recitals are true and correct as of the date hereof and constitute a part of this Agreement.

## **ARTICLE II** **DEFINITIONS**

**Section 2.01. Definitions.** In this Agreement the following terms shall have the following meanings unless the context requires otherwise:

- a) **Agreement:** this Agreement, as it may be amended, supplemented, or restated from time to time.
- b) **Change Order:** a written order to the Contractor approved by both parties hereto and signed by the County Representative on behalf of the parties authorizing a change in the work included within the Contract Documents and/or an adjustment in the price and/or an adjustment in the construction schedule, issued after execution of the contract for the construction of the Project.
- c) **Contract Documents:** drawings; specifications; general and special conditions; addenda, if any; Change Orders; and the construction contract for the Project; approved by the parties, or their respective representatives.
- d) **Contractor:** the person or entity which is awarded the contract for the construction of the Project.
- e) **City:** the City of Hutchinson, MN.
- f) **City Representative:** Kent Exner, Hutchinson Public Works Director/City Engineer.
- g) **County:** McLeod County.
- h) **County Representative:** John Brunkhorst, McLeod County Engineer.
- i) **Project:** bridge T.0324 replacement (future bridge width shall accommodate a 10' trail facility with adequate roadway clearance) and associated right-of-entry acquisition, grading, aggregate base, bituminous/concrete surfacing, curb & gutter, sidewalk/trail, storm sewer, street lighting, landscaping and other incidentals that may be required or desired.
- j) **Jurisdictional Transfer:** the transfer of segments of State Aid street and highway, as defined in Article V.
- k) **Project Costs:** all costs for and associated with the construction of the Project, including Design Engineering Costs, Construction Engineering Costs, and City/County Direct Costs.

- l) **Design Engineering Costs:** the fees and costs for all consulting engineers preparing Contract Documents.
- m) **Construction Engineering Costs:** the fees and costs for all consulting engineers performing Project construction inspection.
- n) **City/County Direct Costs:** the compensation and wages (including applicable payroll burden) of City/County employees for the time(s) such employees are performing services on behalf of the Project, including construction inspection, and other incidentals.
- o) **Street:** CSAH 115 (South Grade Road).
- p) **Uncontrollable Circumstances:** the occurrence or non-occurrence of acts or events beyond the reasonable control of the party relying thereon, and not the result of willful or negligent action or inaction of the party claiming the event as an Uncontrollable Circumstance, that materially adversely affects the performance of the party claiming the event as an Uncontrollable Circumstance including but not limited to the following:
  - (1) Acts of God, including, but not limited to floods, ice storms, blizzards, tornadoes, landslides, lighting and earthquakes (but not including reasonably anticipated weather conditions for the geographic area), riots, insurrections, war or civil disorder affecting the performance of work, blockades, power or other utility failure, and fires or explosions.
  - (2) The adoption of or change in any federal, state, or local laws, rules, regulations, ordinances, permits, or licenses, or changes in the interpretation of such laws, rules, regulations, ordinances, permits, or licenses by a court or public agency having appropriate jurisdiction after the date of the execution of this Agreement.
  - (3) A suspension, termination, interruption, denial, or failure of renewal of any permit, license, consent, authorization, or approval essential to the construction of the Project.
  - (4) Orders and/or judgment of any federal, state, or local court, administrative agency, or governmental body, provided, however, that the contesting in good faith by such party of any such order and/or judgment shall not constitute or be construed to constitute a willful or negligent action or inaction of such party.
  - (5) Strikes or other such labor disputes shall not be considered an Uncontrollable Circumstance, unless such strike or labor dispute involves persons with whom the parties have no employment relationship and the parties, or either of them, cannot, using best efforts, obtain substitute performance.

### **ARTICLE III** **CONSTRUCTION**

**Section 3.01. Contract Award.** The Contract Documents shall be approved by the parties prior

to the solicitation of bids. In accordance with the applicable provisions of Minnesota Statutes Ch. 160, County will cause bids to be received by it for the construction of the Project and, subject to approval by the City, shall award the contract for the construction of the Project to the lowest responsible bidder.

**Section 3.02. Project Construction.** Subject to Uncontrollable Circumstances, County shall cause the Project to be constructed in accordance with the Contract Documents.

**Section 3.03. Construction Administration.** County shall perform appropriate Project construction administration services, including but not limited to processing Change Orders and Contractor pay requests.

**Section 3.04. Construction Inspection.**

- (a) County shall perform appropriate Project construction inspection services for construction activities, including but not limited to: bridge replacement, grading, aggregate base, bituminous/concrete surfacing, curb & gutter, storm sewer, landscaping, roadway seal coating, and other incidentals.
- (b) City shall perform appropriate Project Construction inspection services for construction activities, including and limited to right-of-entry acquisitions, sidewalk/trail, street lighting, and other incidentals.
- (c) Construction inspection services shall include, without limitation, representation of the parties hereto with regard to activities of the Contractor at the construction site, periodic observations of the work at the construction site, and initiate appropriate action to present or have corrected as appropriate, any work observed not to be in accordance with the Contract Documents. Parties shall not be responsible for the acts or omissions of the Contractor nor shall the Parties be responsible for construction means, methods, techniques, sequences, procedures or safety precautions at the construction site.

**ARTICLE IV**  
**PROJECT COSTS**

**Section 4.01. Allocation.**

- (a) The Project Costs shall be allocated between the parties in accordance with the cost-sharing spreadsheet prepared by County and approved by the City which shows the items of construction and associated costs. The costs shown in the approved spreadsheet are not actual costs, but are estimated costs only. The costs to be paid by each party are actual costs of the Project based on final Project quantities. The costs necessary to construct the new bridge to a width that appropriately accommodates a trail facility shall be at the County's expense.
- (b) The Design Engineering Costs shall be allocated between the parties as determined by the City and County Representative.
- (c) The Construction Engineering Costs shall be allocated between the parties as determined by the City and County Representative.
- (d) All other Costs including, but not limited to City/County Direct Costs, shall be allocated between the parties as determined by the City and County Representative.

- (e) The parties agree to defend and indemnify each other for any liability claims arising from this Project Cooperative Agreement and the project contained herein. Nothing in this agreement shall constitute a waiver of the statutory limits on liability set forth in Minnesota Statutes Chapter 466 or a waiver of any available immunities or defenses.

**Section 4.02. Payments to Contractor.** County shall make progress payments to the Contractor and, upon approval of both parties hereto, the final payment to the Contractor in accordance with the Contract Documents.

**Section 4.03. Reimbursement.** The City shall pay to County the City's share of the Project Costs within thirty (30) days after receipt by City of each itemized written invoice therefor from the County.

**Section 4.04. Adjustments.** To the extent that the actual value of any item included in an invoice cannot be accurately determined at the time of submission of the invoice, such item shall be invoiced on an estimated basis and an adjustment shall be made to reflect the difference between such estimated amount and the actual amount of such item on the next invoice after determination of the actual amount.

## ARTICLE V JURISDICTIONAL TRANSFER PROVISIONS

**Section 5.01. Terms.** Upon completion of Project, County and City shall work with Mn/DOT State Aid office to transfer ownership of portions of CSAH 115 and MSAS 104 (Adams Street NE), as further defined below.

- (a) County shall take ownership of MSAS 104 (Adams Street NE) between Washington Avenue and TH 7 (approximately 1,150 LF) and redesignate it CSAH 25.
- (b) City shall take ownership of CSAH 115 between Underwood Avenue and School Road (approximately 6,690 LF) and redesignate it as segments of MSAS 130 (South Grade Road SW).
- (c) Both parties agree to take ownership of said segments in present condition with no additional work being required by either party beyond the Project with the exception that the County shall perform one seal coat to the roadway surface of the CSAH 115 segments within 2 years of the transfer.

**Section 5.02. Maintenance and future construction.** Upon completion of the Jurisdictional Transfer, County and City shall be responsible for any future work as defined below.

- (a) All future construction on MSAS 130 (School Rd. to Underwood Ave.) shall be responsibility of City.
- (b) All future construction on CSAH 25 (Washington Ave. to TH 7/22) shall be responsibility of County; with the following exception:

1. City shall be responsible for sidewalk, lighting, watermain, sanitary sewer, portions of storm sewer, and any other cost mutually agreed upon between City and County representative.
- (c) Routine maintenance (snow/ice control, patching, shouldering, etc.) on said segments shall be performed by respective owners unless a mutual understanding is agreed upon between City and County representatives.

## ARTICLE VI GENERAL PROVISIONS

**Section 6.01. Notices.** All notices or communications required or permitted pursuant to this Agreement shall be either hand delivered, mailed, or transferred electronically (e-mail) to City and County, at the following address:

**City:** Kent Exner, P.E.  
Public Works Director/City Engineer  
City of Hutchinson  
111 Hassan St SE  
Hutchinson MN 55350

**County:** John T. Brunkhorst, P.E.  
County Engineer  
McLeod County Highway Department  
1400 Adams Street SE  
Hutchinson MN 55350

Either party may change its address or authorized representative by notice delivered to the other party pursuant to this Section 6.01.

**Section 6.02. Counterparts.** This Agreement may be executed in more than one counterpart, each of which shall be deemed to be an original but all of which taken together shall be deemed a single instrument.

**Section 6.03. Survival of Representations and Warranties.** The representations, warranties, covenants, and agreements of the parties under this Agreement, and the remedies of either party for the breach of such representations, warranties, covenants, and agreements by the other party shall survive the execution and termination of this Agreement.

**Section 6.04. Non-Assignability.** Neither the City nor the County shall assign any interest in this Agreement nor shall transfer any interest in the same, whether by subcontract, assignment or novation, without the prior written consent of the other party. Such consent shall not be unreasonably withheld.

**Section 6.05. Alteration.** Any alteration, variation, modification or waiver of the provisions of the Agreement shall be valid only after it has been reduced to writing and duly signed by all parties.

**Section 6.06. Waiver.** The waiver of any of the rights and/or remedies arising under the terms of this Agreement on any one occasion by any party hereto shall not constitute a waiver or any rights and/or

remedies in respect to any subsequent breach or default of the terms of this Agreement. The rights and remedies provided or referred to under the terms of this Agreement are cumulative and not mutually exclusive.

**Section 6.07. Severability.** The provisions of this Agreement are severable. If any paragraph, section, subdivision, sentence, clause or phrase of this Agreement is for any reason held to be contrary to law, or contrary to any rule or regulation having the force and effect of law, such decision shall not affect the remaining portions of this Agreement.

**Section 6.08. Interpretation According to Minnesota Law.** This Agreement shall be interpreted and construed according to the laws of the State of Minnesota.

**Section 6.09. Entire Agreement.** This Agreement shall constitute the entire agreement between the parties and shall supersede all prior oral or written negotiations.

**Section 6.10. Headings.** The headings to the various sections of this Agreement are inserted only for convenience of reference and are not intended, nor shall they be construed, to modify, define, limit, or expand the intent of the parties as expressed in this Agreement.

**Section 6.11. Further Actions.** The parties agree to execute such further documents and take such further actions as may reasonably be required or expedient to carry out the provisions and intentions of this Agreement, or any agreement or document relating hereto or entered into in connection herewith.

**Section 6.12. Parties in Interest.** This Agreement shall be binding upon and insure solely to the benefit of the parties hereto and their permitted assigns, and nothing in this Agreement, express or implied, is intended to confer upon any other person any rights or remedies of any nature under or by reason of this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representatives as of the day and year first above written.

**CITY OF HUTCHINSON MN**

**Attest:**

By: Melissa Stame  
Name: Melissa Stame  
Title: Exec. Asst. / Paralegal

By: Steven W Cook  
Name: Steven W. Cook  
Title: Mayor  
Date: 6/28/2011

**Attest:**

By: Melissa Stame  
Name: Melissa Stame  
Title: Exec. Asst. / Paralegal

By: Jeremy Carter  
Name: Jeremy Carter  
Title: City Administrator  
Date: 6/29/2011

**McLEOD COUNTY**

**Attest:**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

By: Bev Wangerin  
Name: Bev Wangerin  
Title: Board Chair  
Date: 9/6/11

**Attest:**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

By: Pat Melvin  
Name: Pat Melvin  
Title: County Administrator  
Date: 9/6/11

## John Brunkhorst

---

**From:** Kathy Jensen <Kathy@transportationalliance.com>  
**Sent:** Wednesday, March 23, 2016 12:45 PM  
**To:** darreldotjoan@outlook.com  
**Subject:** It's Fly-in Time again - Transportation Alliance 45th Annual DC Event!



## It's Fly-in Time!

*Join us for the 45<sup>th</sup> Annual MN Transportation Alliance  
DC Event ● June 7 -9, 2016*

- ▶ **Meeting Registration:** [www.transportationalliance.com](http://www.transportationalliance.com)
  
- ▶ **Meeting Location:** **Hotel Lombardy**
  
- ▶ **Important Note:** Hotel has offered a courtesy room block based on availability.  
\$249 single room per night; \$269 double room per night; \$226 Government Rate.
  
- ▶ **On line Hotel Reservation:** <https://www.reservations-page.com/C00519/H11150/be.ashx?pc=L3482>
  
- ▶ **Call in Hotel Reservation:** (202) 828-2600 or toll-free at (800) 424-5486.  
**Refer to Group #3482** when calling to guarantee their reservations.  
Reservations received after **April 14, 2016** will be taken on a space and rate available basis.
  
- ▶ **Tentative Schedule:**
  - Tuesday, June 7*
    - 3:30 PM - Meeting Registration, Hotel Lombardy*
    - 4:30 PM - Briefing and Reception, Hotel Lombardy*
  - Wednesday, June 8*
    - 8:00 AM - Breakfast with MN Congressional Delegation, B-338 Rayburn House Office Bldg.*
    - 4:30 PM - Reception on the Hill, B-338 Rayburn House Office Bldg.*
  - Thursday, June 9*
    - 8:00 AM - Breakfast Meeting at the Hotel Lombardy*

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*Please contact me if you would like more information. Thanks, Kathy*



# County of McLeod

830 11th Street East  
Glencoe, Minnesota 55336  
FAX (320) 864-1809

**COMMISSIONER RON SHIMANSKI**  
1st District  
Phone (320) 327-0112  
23808 Jet Avenue  
Silver Lake, MN 55381  
[Ron.Shimanski@co.mcleod.mn.us](mailto:Ron.Shimanski@co.mcleod.mn.us)

**COMMISSIONER DOUG KRUEGER**  
2nd District  
Phone (320) 864-5944  
9525 County Road 2  
Glencoe, MN 55336  
[Doug.Krueger@co.mcleod.mn.us](mailto:Doug.Krueger@co.mcleod.mn.us)

**COMMISSIONER PAUL WRIGHT**  
3rd District  
Phone (320) 587-7332  
15215 County Road 7  
Hutchinson, MN 55350  
[Paul.Wright@co.mcleod.mn.us](mailto:Paul.Wright@co.mcleod.mn.us)

**COMMISSIONER SHELDON NIES**  
4th District  
Phone (320) 587-5117  
1118 Jefferson Street South  
Hutchinson, MN 55350  
[Sheldon.Nies@co.mcleod.mn.us](mailto:Sheldon.Nies@co.mcleod.mn.us)

**COMMISSIONER JOE NAGEL**  
5th District  
Phone (320) 587-8693  
20849 196th Road  
Hutchinson, MN 55350  
[Joseph.Nagel@co.mcleod.mn.us](mailto:Joseph.Nagel@co.mcleod.mn.us)

**COUNTY ADMINISTRATOR  
PATRICK MELVIN**  
Phone (320) 864-1363  
830 11th Street East, Suite 110  
Glencoe, MN 55336  
[Pat.Melvin@co.mcleod.mn.us](mailto:Pat.Melvin@co.mcleod.mn.us)

## RESOLUTION 16-CB-14

### AMENDMENT OF LEASE AGREEMENT NUMBER PS0332 MCLEOD COUNTY, NORTH COMPLEX MEETING ROOM LESSEE THE STATE OF MINNESOTA, DEPARTMENT OF PUBLIC SAFETY, DRIVER AND VEHICLE SERVICES

**WHEREAS**, that the current Lease Agreement Number PS0332 between the County of McLeod and the State of Minnesota, Department of Public Safety, Driver and Vehicle Services will expire on June 30, 2016, and

**WHEREAS**, the Lessee wishes to Amend the Lease for the term of five (5) years commencing on July 1, 2016, and continuing through June 30, 2021, between the hours of 9:00 a.m. and 4:30 p.m. on Wednesday of each week, holidays excepted, and

**WHEREAS**, the Lessee shall use and occupy the leased premises only as driver exam station, and

**WHEREAS**, rental rate for the leased premises:

07/01/2016 – 06/30/2017	\$375.00/quarter	\$1,500.00/year
07/01/2017 – 06/30/2018	\$400.00/quarter	\$1,600.00/year
07/01/2018 – 06/30/2019	\$425.00/quarter	\$1,700.00/year
07/01/2019 – 06/30/2020	\$450.00/quarter	\$1,800.00/year
07/01/2020 – 06/30/2021	\$475.00/quarter	\$1,900.00/year

**Total Lease Term** **\$8,500.00**

**BE IT HEREBY RESOLVED**, approved and that the County Board Chairperson and the County Administrator are hereby authorized to sign and enter into this agreement on behalf of the County Board.

Dated this 5<sup>th</sup> day of April 2016.

---

Paul Wright, Chairperson

---

Patrick Melvin, County Administrator

**STATE OF MINNESOTA**

**AMENDMENT OF LEASE**

Amendment No. 1

Lease No. PS0332

THIS AMENDMENT, made by and between McLeod County, 830 11<sup>th</sup> Street East, Glencoe, MN 55336, hereinafter referred to as LESSOR, and the State of Minnesota, Department of Administration, hereinafter referred to as LESSEE, acting for the benefit of the Department of Public Safety, Driver and Vehicle Services, shall be an amendment to Lease No. PS0332.

WHEREAS, LESSOR and LESSEE entered into Lease No. PS0332, dated July 1, 2013, involving the lease of a large conference room in the North complex located at 2391 Hennepin Avenue North in the city of Glencoe, county of McLeod;

WHEREAS, the parties deem certain amendments and additional terms and conditions mutually beneficial for the effective continuation of said Lease;

NOW THEREFORE, LESSOR and LESSEE agree to substitution and/or addition of the following terms and conditions, which shall become a part of Lease No. PS0332 effective as of the date set forth herein.

1. **RENEWAL TERM** This Lease shall be renewed for a period of five (5) years, commencing July 1, 2015 and continuing through June 30, 2021 ("Renewal Term"), at the same terms, conditions and rental rate.

2. **RENT**

2.1 As rent for the Leased Premises and in the consideration for all covenants, representations and conditions of this lease, LESSEE agrees to pay LESSOR according to the rate schedule below:

7/1/16 – 6/30/17	\$375.00/quarter	\$1,500.00/year
7/1/17 – 6/30/18	\$400.00/quarter	\$1,600.00/year
7/1/18 – 6/30/19	\$425.00/quarter	\$1,700.00/year
7/1/19 – 6/30/20	\$450.00/quarter	\$1,800.00/year
7/1/20 – 6/30/21	\$475.00/quarter	\$1,900.00/year

**TOTAL LEASE TERM** **\$8,500.00**

3. Except as modified by the provisions of this Amendment, said Lease is ratified and confirmed as originally written.

---

**NO ATTACHMENTS**

IN WITNESS WHEREOF, the parties have set their hands on the date(s) indicated below intending to be bound thereby.

LESSOR:

MCLEOD COUNTY

*LESSOR certifies that the appropriate person(s) have executed the Lease on behalf of LESSOR as required by applicable articles, bylaws, resolutions or ordinances.*

By \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

By \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

LESSEE:

STATE OF MINNESOTA

DEPARTMENT OF ADMINISTRATION

COMMISSIONER

Delegated To:

By \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

APPROVED:

STATE OF MINNESOTA

DEPARTMENT OF PUBLIC SAFETY

By \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

STATE ENCUMBRANCE VERIFICATION

*Individual signing certifies that funds have been encumbered as required by Minn. Stat. §16A.15. and §16C.05.*

By \_\_\_\_\_

Date \_\_\_\_\_

Contract No. \_\_\_\_\_

Purchase Order No. \_\_\_\_\_



McLeod County Solid Waste  
1065 5<sup>th</sup> Ave SE  
Hutchinson MN 55350

Solid Waste – Glass Conveyor Enclosure – Amended w/ Footings

- 2x6' Untreated wall framing with doubled top & bottom plates
- Bottom plate to be treated & wrapped
- Tapcon south wall to top of concrete bunker
- 2x6" Trusses with a 2:12 pitch roof, matching existing conveyor roof
- Install white steel sheeting full length (14') on North & West walls
- Install white steel sheeting on ceiling with ridgevent cap
- Install 12'x12' Roll Up style door on east side
- Install white steel on interior walls to seal the wall cavities
- Pour frost footings on all sides of structure, excluding wall abutting building.
- Footing Dimensions: 18" x 12" base, 3' x 8" rise to reach ground level, 2' x 8" rise above ground
- ½" Rebar embedment in footing

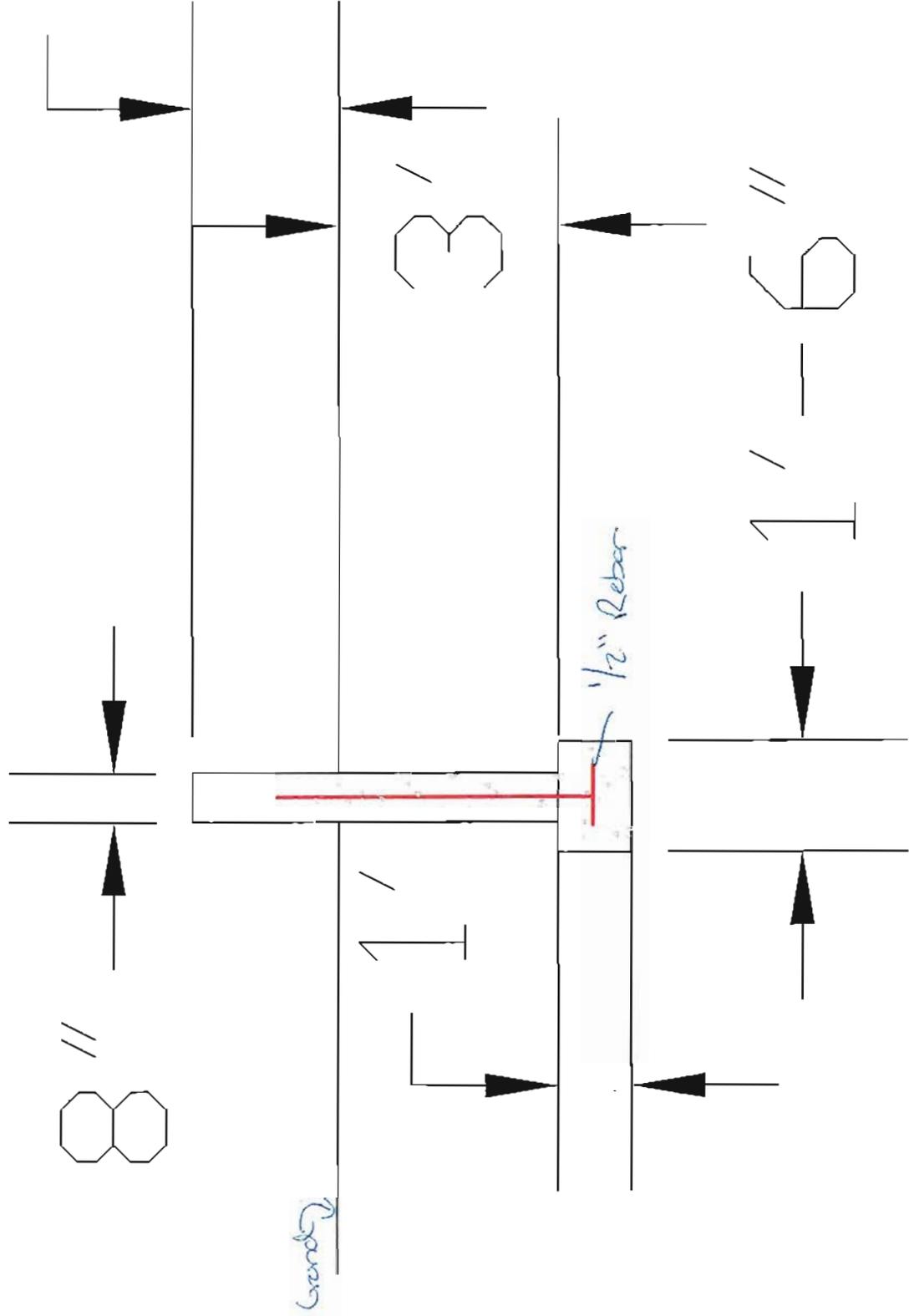
**Total Project Cost \$12,390.00**

Vik's Landscaping proposes to perform the above services and provide the following materials for the above named customer at the prices quoted herein and pursuant to the terms and conditions of the proposal. This proposal is VOID if not accepted within 30 days. All materials subject to manufacture specified warrantee. Vik's warrantees all craftsmanship for 5 years and plant materials for 1 year. Customer is responsible for watering plant & seed materials unless other agreed upon.

Customer: \_\_\_\_\_ Date: \_\_\_\_\_ Contractor:  \_\_\_\_\_  
Brandon Vik – Operations Manager



2 /



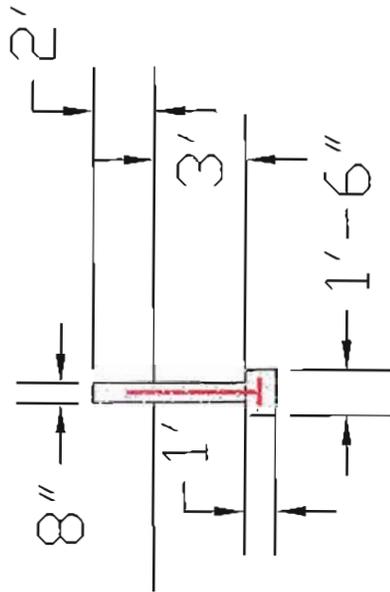
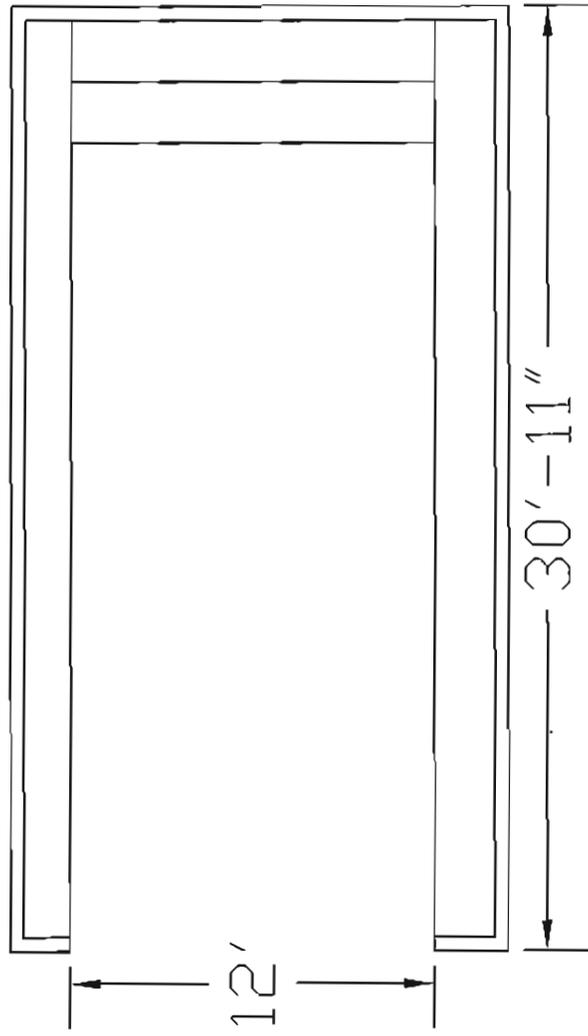
3 /

9" 1 /

1/2" Rebar

8" //

Grade



From: Pat Vos [mailto:Pat@vosconstruction.com]  
Sent: Monday, March 28, 2016 9:15 AM  
To: Don Hopp  
Subject: RE: Paper Enclosure

Hi Donny,

Well I don't have the formal quote put together but here's our price and the attached revised drawings. And a couple notes below. Hopefully this is what you're looking for or is apples to apples to our competition. Let me know if you'd like things revised.

Total =\$48,900.

Notes:

- Everything noted on the attached drawings...concrete, excavations, overhead door, steel erected.
- Building is uninsulated
- Coiling door is uninsulated, manually operated and installed on the exterior side of the building.
- Structural design has been reviewed by licensed engineer
- Precast bunkers moved and provided by others.
- Mechanical and electrical is by others.
- Due to excavations we included patching asphalt back in with concrete. Thought this may prove to be more durable and easier for time considerations.
- Note that the glass breaker will have to be down during parts of construction.

Since there's such a cost difference between this option and our original, I'd try to push for the first one. It would still be frost protected....just not with a continuous foundation.

Hope this helps. Call to discuss when you have some time...and let me know if you need a formal proposal.

Thanks,

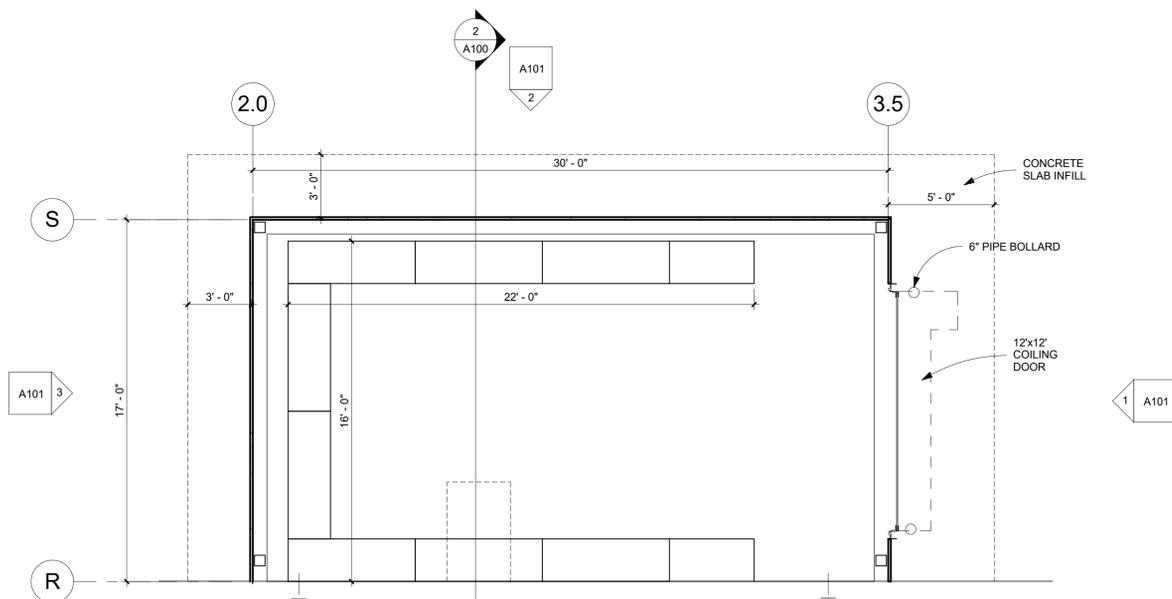
Patrick Vos LEED AP| Project Manager  
Vos Construction, Inc. Commercial & Industrial Builders  
C: 612.968.3773 O: 507.326.7901 F: 507.326.3551  
19063 371st Ave., Green Isle, MN 55338  
www.vosconstruction.com | pat@vosconstruction.com

# MCRF - PAPER ENCLOSURE

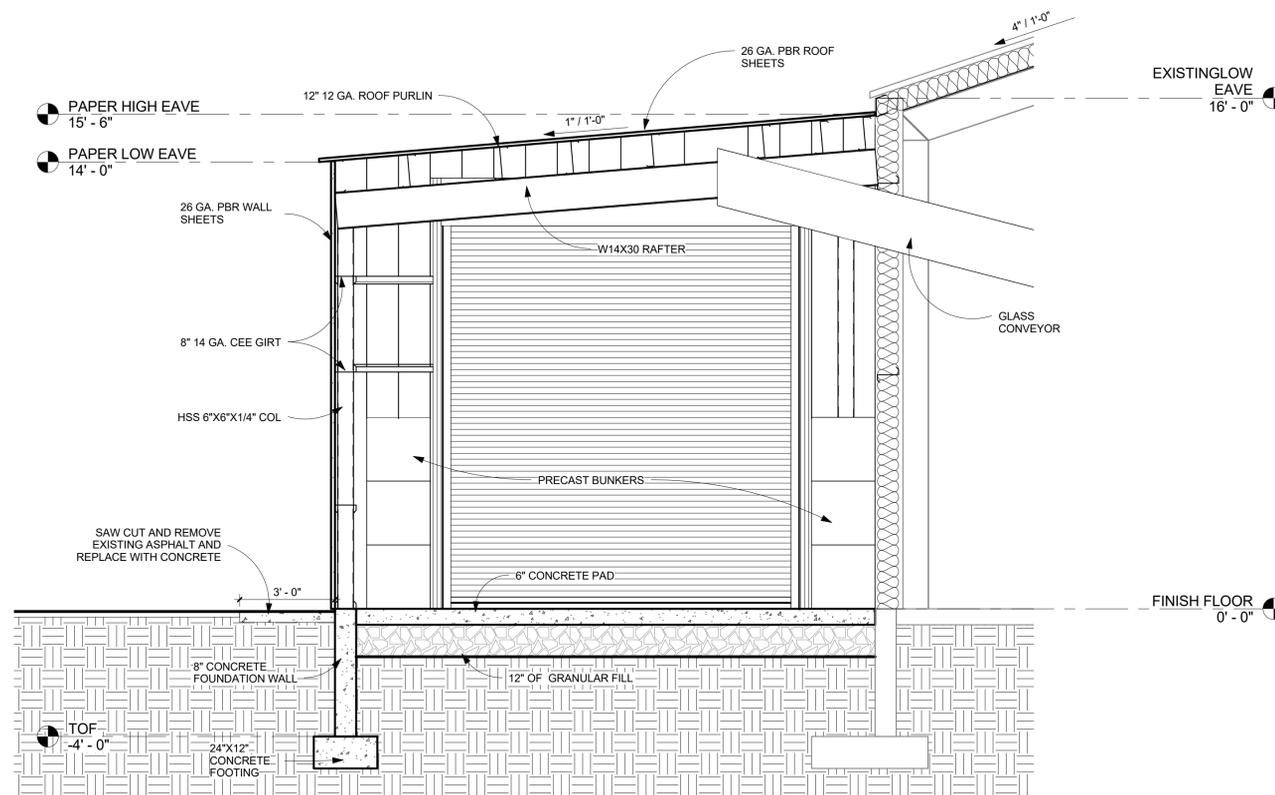
MCRF - PAPER ENCLOSURE

HAMBURG, MINNESOTA

THESE DRAWINGS ARE THE PROPERTY OF VOS CONSTRUCTION, INC. THEY ARE FOR PRELIMINARY DESIGN CONCEPTS AND SHOULD NOT BE USED FOR CONSTRUCTION PURPOSES. THEY MAY NOT BE USED, COPIED, OR DUPLICATED WITHOUT PRIOR WRITTEN CONSENT.



1 FLOOR PLAN  
1/4" = 1'-0"



2 Section 2  
3/8" = 1'-0"

**VOS**  
Construction, Inc  
COMMERCIAL & INDUSTRIAL BUILDERS

19063 371st AVE PH: 507.326.7901  
Green Isle, MN 55338 FAX: 507.326.3551

www.vosconstruction.com

PROJECT NO. XX000

DRAWN BY PAT VOS

ISSUE DATE 3/25/16

CLIENT PROJECT NO.

Revision Schedule

MARK	DATE	DESCRIPTION

TITLE PAGE

A100

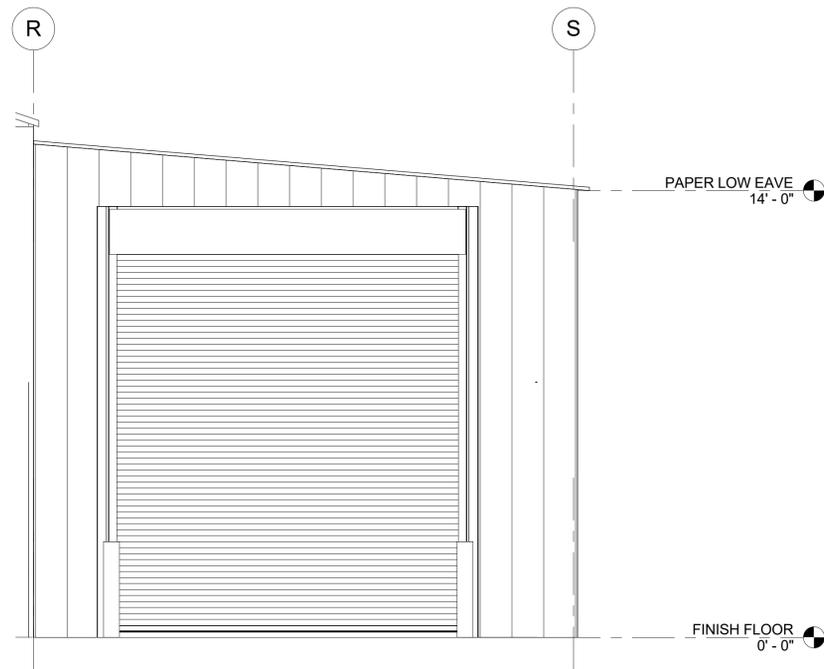
HUTCHINSON, MINNESOTA

REFERENCE SCALE  
1" = 1'  
0 1/4" 1/2" 1" 2"

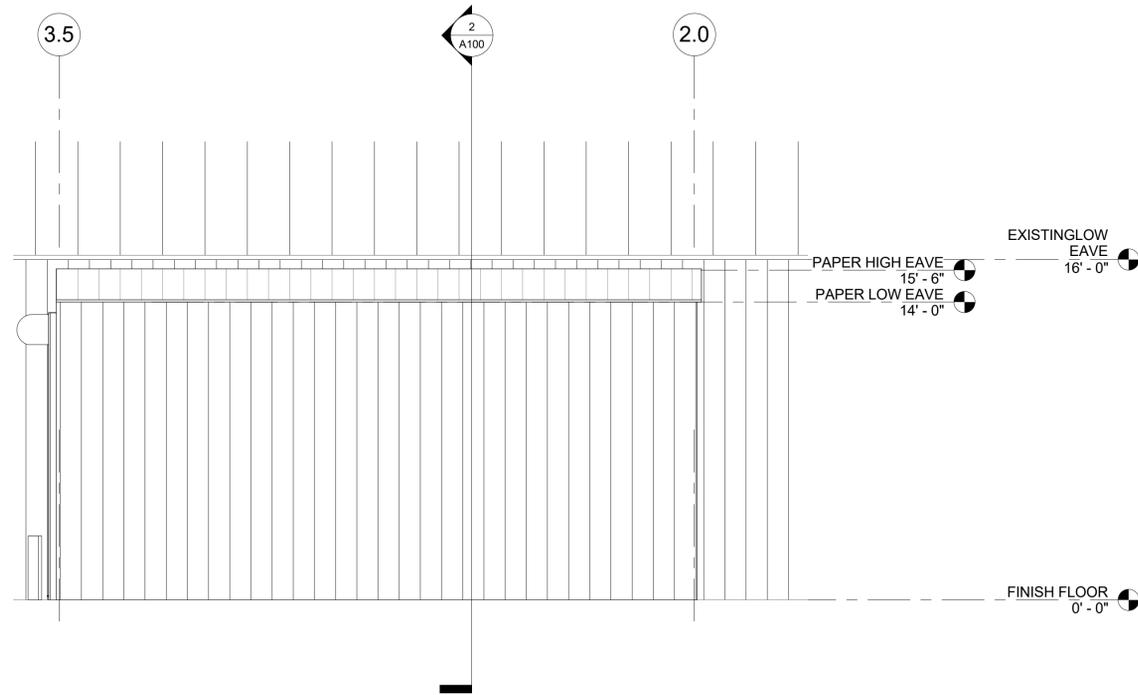
**MCRF - PAPER ENCLOSURE**

HAMBURG, MINNESOTA

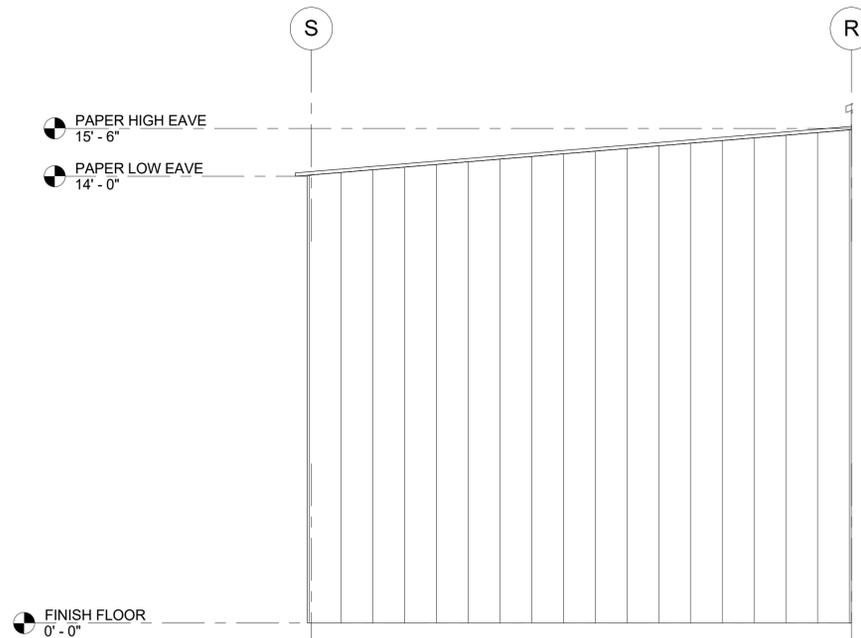
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**1 EAST ELEVATION**  
3/8" = 1'-0"



**2 NORTH ELEVATION**  
1/4" = 1'-0"



**3 WEST ELEVATION**  
3/8" = 1'-0"

REFERENCE SCALE  
1" = 1'  
0 1/4" 1/2" 1" 2"

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PROJECT NO. XX000

DRAWN BY Author

ISSUE DATE 3/25/16

CLIENT PROJECT NO.

Revision Schedule		
MARK	DATE	DESCRIPTION

**ELEVATIONS**

**A101**

---

This Lease is to begin on the 1st day of January, 2016, is between Adult Training & Habilitation Center (hereinafter referred to as ATHC) and McLeod County Solid Waste Management Department (hereinafter referred to as MCSWMD).

1. Premises And Purpose:

ATHC hereby leases to MCSWMD 10,000 Square Feet of following building / property located at:

**676 Industrial Blvd, Watertown, MN 55388**

The purpose of MCSWMD is to use the site as an additional recycling process center.

2. Term:

This lease shall commence May 1, 2016, and shall terminate on October 31, 2016, unless terminated or extended by a signed addendum that has been mutually agreed upon by both ATHC and MCSWMD.

3. Rent:

MCSWMD agrees to pay ATHC as rent for the leased premises \$15,000 each month during the term of the Lease, payable on the first day of each month for the previous month.

Rent payments shall be mailed to ATHC at the following address:

**311 Fairlawn Avenue, Winsted, MN 55395**

4. Repairs and Expenses:

ATHC shall at all times during the term of this Lease, repair, replace, and maintain in a safe and clean condition for all shared buildings, improvements, fixtures, and additions on the leased premises.

MCSWMD will be responsible for the expenses associated to the repairs and ongoing monthly preventive maintenance of the baler, conveyor line, Skid Steer and the large overhead door located in the SW Corner of the building. In addition, MCSWMD would be responsible for the repair of any damage caused by their drivers to the building or the property.

MCSWMD shall cover all modification / improvement expenses that are incurred during the transition. If this lease was to terminate on the stated day, MCSWMD shall cover all the expenses in removing / replacing the modifications if ATHC chooses not to keep/maintain them.

5. Utilities:

ATHC will be responsible for payment of all utilities during this lease period

6. Property Taxes:

ATHC will pay for all property taxes during this lease period.

7. Insurance:

ATHC will continue to maintain coverage for the site.

8. Condition:

MCSWMD accepts the leased premises and all buildings improvements thereon "as is" condition and acknowledges that it has had an opportunity to examine and inspect the premises and is relying on their representation.

9. Improvements:

MCSWMD shall make no alterations or improvements of the leased premises in excess of \$1,000, without a written consent of ATHC.

## 10. Scope Of Deliverables:

ATHC will provide use the following property, equipment and services:

### Property:

- 10,000 square feet of building/property, 2 loading dock doors, An enclosed unloading area located inside the building accessed by the large overhead door.

### Equipment:

- 1 Conveyor Line, 1 Baler, 1 Compactor, 1 Skid Steer, 2 Pallet Jacks, 1 Forklift

### Services:

- Recycling Of UpTo 30 Mattresses or Box Springs Per Day.
- Baling Of UpTo 3 53 foot semi loads per week. The material to be baled will come in gaylords on pallets.
- Loading and unloading of baled materials into trailers supplied by McLeod county.
- Baled non-contracted single-sort material will be tagged by the hauler's name.
- Processing of contracted single-sort materials delivered to site from our existing customers. No sorting will be performed on this material.
- Processing of non-contracted single-sort materials delivered to site from new customers. No sorting will be performed on this material.
- Pay all personnel involved in the processing for the above provided services.

MCSWMD will provide the following reporting, invoicing, and materials.

- Provide documentation in a excel spreadsheet on a monthly basis to ATHC identifying the quantities of materials generated and collected at the EcoSite. The format of this document may evolve over time.
- Provide all fuel for equipment, materials to process bales and any general maintenance of the equipment.
- Provide all transportation and cover transportation expenses

#### 11. Commodity Ownership

MCSWMD will retain ownership of all commodities if they have been processed by the agreed upon services located above.

ATHC will retain ownership of all Recycline, or special projects commodities that may be processed outside this agreement.

#### 12. Commodity And Drop Fee Revenue

MCSWMD will retain the revenue generated from the sale of the commodities that they own. MCSWMD will also retain all revenue generated from Drop Fees associated to problem material recyclables that are collected and transported to MCSWMD.

MCSWMD also retains the right to invoice haulers for single sort material generated outside McLeod County and not covered under the Carver County and ATHC agreement.

ATHC will retain all revenue generated from the Drop Fees received as part of their partnership with Carver County.

ATHC will retain all revenue generated from the Drop Fees received during the general public drop offs and business drop offs other than commercial haulers.

#### 13. Entire Agreement and Partnership

The parties to this Lease agree that this constitutes an agreement between the ATHC and MCSWMD, and cannot be modified except in writing by mutual consent.

14. Out Of Scope Facility Usage And Special Projects

This facility will continue to be used by ATHC to service the general public as a drop off center for recyclable materials.

Special Projects such as the Recycline project will continue to be worked on at the facility.

IN WITNESS WHEREOF, the parties hereto have executed this Lease on the day and year written below.

ATHC Executive Director : \_\_\_\_\_

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

McLeod County Board Chair: \_\_\_\_\_

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

McLeod County Administrator: \_\_\_\_\_

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

**APPROVED AS TO EXECUTION/DATE**

By: \_\_\_\_\_  
Michael Junge, McLeod County Attorney

\_\_\_\_\_ Date

**MCLEOD COUNTY BOARD  
AGENDA REQUEST**

Board meeting date:	<u>4/5/2016</u>	Originating department:	<u>Planning &amp; Zoning</u>
Consent or regular agenda:	<u>Regular</u>	Preferred agenda time:	<u>10:00</u>
Amount of time needed:	<u>15 minutes</u>	Funding source (if applicable):	_____
Contact person for more info:	<u>Larry Gasow</u>	Are funds in Dept. budget:	_____
Representative (present at the meeting to discuss):	<u>Larry Gasow X-1218</u>		

---

**MOTION REQUESTED:**

On behalf of The Church of the Holy Trinity, Mr. Tom Ollig, Committee Member of **Winstock Country Musical Festival**, requests approval of their application for “Licenses to Permit Large Assemblies in McLeod County” for the upcoming Winstock Country Music Festival 2016 Event. This assembly will begin on the 9<sup>th</sup> day of June 2016 at 5:00 p.m. and ends on the 11<sup>th</sup> day of June 2016 at 11:59 p.m. The maximum number of persons anticipated attending is 20,000 each day. The maximum number of tickets to be issued, sold or distributed is 20,000. This property is located in Section (15) of Winsted Township.

---

**JUSTIFICATION FOR MOTION:**

The purpose is to raise funds to help support Holy Trinity Schools in Winsted, MN. Holy Trinity has an enrollment in grades Preschool through 12<sup>th</sup> grade. This event is a major fundraiser in their annual budget.

Approvals have been granted by the property owners, Township and City.

All appropriate signatures have been obtained for the City of Winsted and the State of Minnesota for the application to conduct annual Off-site Gambling and Permit for 1 to 4 day temporary on-sales liquor license. Both the pull tab booth and beer tent are located on property within the City of Winsted. Because of their location it is not necessary to secure approval for these licenses from either the Township or County.

McLeod County Sheriff granted written approval on March 16, 2016.

McLeod County Zoning Administrator granted written approval on March 17, 2016.

## 2016 Winstock Country Music Festival

02/26/2016

Mr. Larry Gasow  
McLeod County Zoning Administrator  
830 11<sup>th</sup> Street East, Suite 110  
Glencoe, MN 55336

Dear Larry,

The annual Winstock Country Music Festival is again just around the corner, enclosed are documents for your review for the 2016 event.

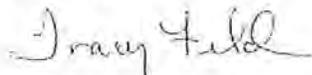
Enclosed is the "Application for Licenses to Permit Large Assemblies in McLeod County". With regard to this document, I have obtained all pertinent signatures as well as supplied the information requested. What is required now is the review and approval from your office, the McLeod County Sheriff and the McLeod County Board of Commissioners.

The "Application to Conduct Annual Off-Site Gambling" and the "Application and Permit for the 1 to 4 Day Temporary on-Site Liquor License" are obtained from both the City of Winsted and McLeod County with the State of Minnesota.

Please inform me of the day the Board of Commissioners will review this request, as either myself or another member of our event would like to be present to answer any questions from the Commissioners. In the event you have any questions prior to the Commission meeting, please give me a call. My cell phone number is (612) 384-3369 and my home number is (320) 485-3201.

Thank you very much for your help.

Sincerely,



Tracy Felder  
Committee Member  
Winstock Country Music Festival

APPLICATION

Section C

Question 4

**The nature or purpose of the assembly.**

The sponsor of the assembly is The Church of The Holy Trinity located in Winsted, MN. The purpose of the assembly is to raise funds to help support Holy Trinity Schools in Winsted. Holy Trinity has an enrollment in grades pre-school through 12<sup>th</sup> grade of approximately 200 students. This event is the major fund raiser in their annual budget.

APPLICATION  
Section C  
Question 5

**The total number of days and or hours during which the assembly is to last.**

Thursday June 9 <sup>th</sup>	3:00 p.m. to dark...Camping open for admission 4:00 p.m. - Spaghetti Dinner served by the Winsted Fire Department 7:00 p.m. - Music to perform until 11:00 p.m.
Friday June 10 <sup>th</sup>	9:30 a.m. Campground open for admission 2:00 p.m. - Gates open to the public, main venue area 4:30 p.m. to 11:59 p.m. - various entertainers perform
Saturday June 11 <sup>th</sup>	9:30 a.m. - Gates open to the public, main venue area 10:30 a.m. to 11:59 p.m. - various entertainers perform

All times and entertainers order are subject to change – this list may not contain a complete listing of entertainers who will perform at the event.

A Thousand Horses  
Tyler Farr  
Lee Brice  
Clare Dunn  
Parmalee  
Big & Rich with Cowboy Troy  
Thomas Rhett  
Brad Paisely  
Several more To Be Named later





**MCLEOD COUNTY BOARD  
AGENDA REQUEST**

Board meeting date:	<u>4/5/2016</u>	Originating department:	<u>Planning &amp; Zoning</u>
Consent or regular agenda:	<u>Regular</u>	Preferred agenda time:	<u>10:15</u>
Amount of time needed:	<u>30 minutes</u>	Funding source (if applicable):	_____
Contact person for more info:	<u>Larry Gasow</u>	Are funds in Dept. budget:	_____
Representative (present at the meeting to discuss):	<u>Larry Gasow X-1218</u>		

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**MOTION REQUESTED:**

CleodSun LLC on behalf of SunShare, LLC requests approval of Conditional Use Permit 16-01 as an Essential Service on property owned by Steinkraus Lester Prairie LLC for the purpose of a Community Solar Garden. This item was tabled from the February 16, 2016 County Board of Commissioners meeting. SunShare, LLC is planning an up to a 3 Megawatt (MW) garden upon approval by Xcel Energy of their application to provide them with renewable energy on the Xcel Energy power grid. The proposed Solar Garden meets all setbacks and requirements of the Zoning Ordinance. The property will be fenced for security and safety reasons. Appropriate applications shall be submitted to local and State Agencies. This property is located within approximately 25 AC parcel in NW ¼ of NE ¼ of Section 32, Winsted Township.

---

**JUSTIFICATION FOR MOTION:**

Winsted Township did not make recommendation of the proposed application at their regular meeting on January 14, 2016 due to the request for additional information, which was provided on January 22, 2016.

On January 27, 2016, the Planning Advisory Committee recommended approval by majority vote being taken. Being In Favor – 2; being In Opposition – 1, with the following conditions being applied:

- 1) Proof of Insurance shall be provided to the Zoning Office prior to any permits being issued.
- 2) A Bond or Letter of Credit in the amount of \$60,000 shall be submitted to the Zoning Office prior to any permits being issued. (3 MW @ \$20,000 each = \$60,000)
- 3) Copy of MnDOT proposal granting access to utilize the gravel access road to site location shall be provided to the Zoning Office prior to any permits being issued.
- 4) Xcel Energy shall check for stray voltage on site and neighboring sites on a monthly basis for one year. A copy shall be provided to the Zoning Office.
- 5) A contact person for noxious weeds and other concerns shall be identified by a placard sign at the sight with contact name and phone number.
- 6) A contact name shall be provided to the Zoning Office for decommission and reclamation once the essential service is no longer in use.
- 7) A landscape buffer plan and vegetative management plan shall be provided to the Zoning Office.
- 8) A Wetland Delineation shall be performed by contacting Environmental Services Officer.
- 9) Applicant shall meet all NPDES Permit requirements.
- 10) Agricultural fencing with two strands barbed wire shall be installed for site safety and security.

On February 16, 2016, the County Board of Commissioners tabled this item to allow the concerns from the residents that reside close to the proposed Community Solar Garden to be further addressed regarding weed control, stray voltage, proper set back, and the possibility of reduced real estate values.

PERMIT SET  
 CLEODSUN COMMUNITY SOLAR GARDEN  
 5833 HWY 7, LESTER PRAIRIE, MN 55354



CLEODSUN SOLAR GARDEN  
 5833 HWY 7  
 LESTER PRAIRIE, MN 55354

DESIGNER: VI  
 REVIEWER: JPL  
 DATE: 3/25/2016

Tilt Angle: 25° | Azimuth: 180°  
 Power Output (AC): 3.0 MW  
 Module: (12,960) @ 310 W  
 Inverter: (6) @ 500 KW

**NOT FOR CONSTRUCTION**

Scale: 1/8" = 1'-0"

COVER SHEET

PV-00



Parcel Number(s) 14 032 0950  
 Legal Description  
 Approximately 25 acres within the Northeast Quarter of the  
 Northeast Quarter of  
 Section 32, Township 117 North, Range 27 West, EXCEPT the East  
 484.00 feet of the  
 West 812.00 feet of the North 940 feet thereof. Mankato County,  
 Minnesota



VICINITY MAP

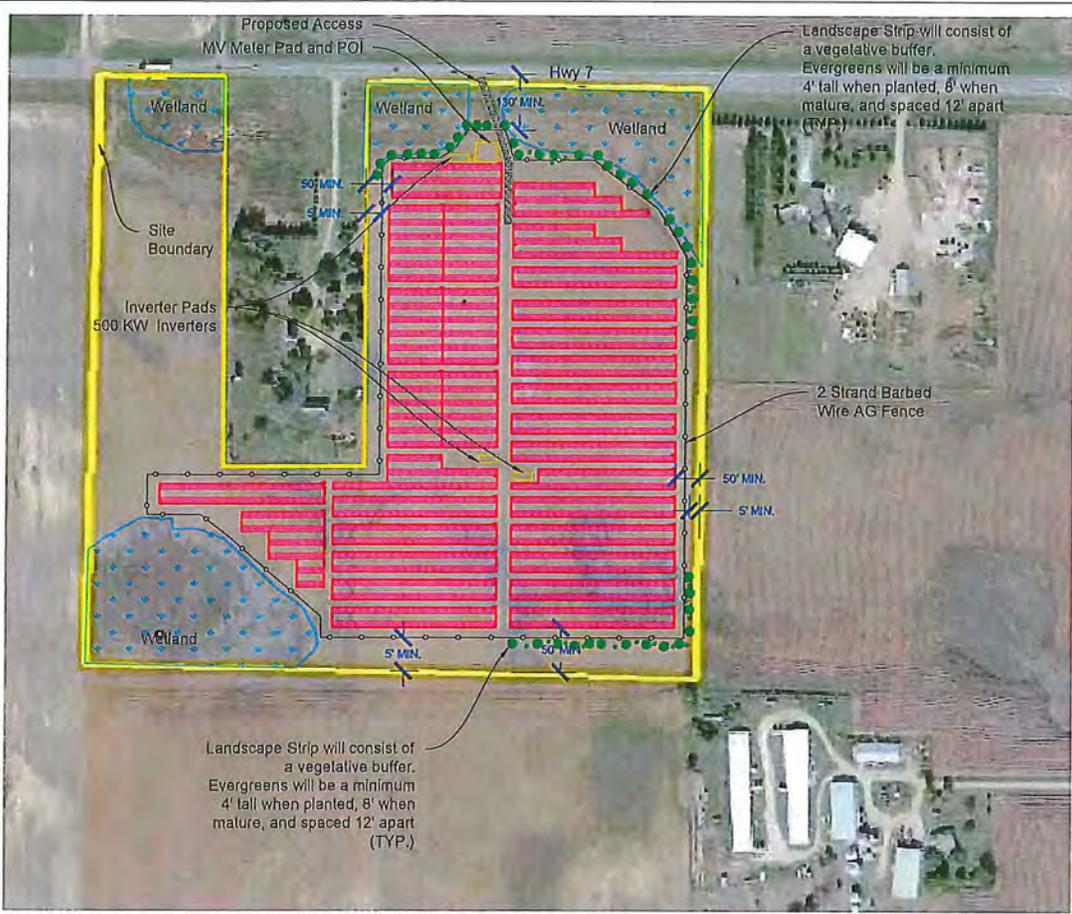
SHEET INDEX:

- Sheet 1: COVER SHEET, EXISTING CONDITIONS
- Sheet 2: PROPOSED DESIGN SITE PLAN
- Sheet 3: RACKING AND FENCE DETAILS

SITE PLAN

DEVELOPER  
 SunShare, LLC  
 609 S 10th Street, Suite 210  
 Minneapolis, MN 55404

CONTRACTOR  
 Mortenson Construction  
 709 Meadow Lane North  
 Minneapolis, MN 55422



Landscape Strip will consist of a vegetative buffer. Evergreens will be a minimum 4' tall when planted, 8' when mature, and spaced 12' apart (TYP.)

Landscape Strip will consist of a vegetative buffer. Evergreens will be a minimum 4' tall when planted, 8' when mature, and spaced 12' apart (TYP.)



CLEODSUN SOLAR GARDEN  
5833 HWY 7  
LESTER PRAIRIE, MN 55354

DESIGNER: VI  
REVISOR: JPL  
DATE: 3/25/2016

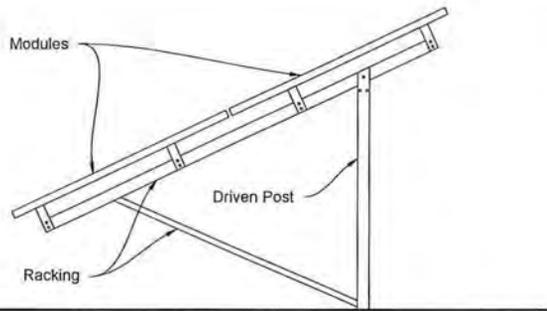
Tilt Angle: 25° | Azimuth: 180°  
Power Output (DC): 3.0 MW  
Module: (12,960) @ 310 W  
Inverter: (6) @ 500 KW

**NOT FOR CONSTRUCTION**  
Scale: 1/6" = 1'-0"

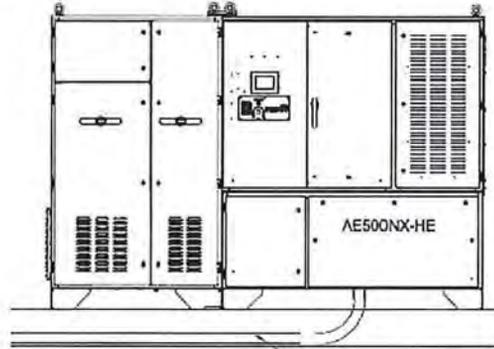
PRELIM SITE PLAN

PV-01

1 Site Plan  
Scale: 1/6" = 1'-0"



1 Racking Side Elevation  
Scale: NTS



2 Typ. Inverter Elevation  
Scale: NTS



3 Typ. Barbed Wire Fence  
Scale: NTS

**Erosion and Sediment Control Notes:**

(Final design to include a mixture of the following. To be determined later.)

1. Natural Buffers
  - a. Applicable if surface waters within 50 feet of project earth disturbance
2. Perimeter Controls
  - a. Silt fences to be installed around perimeter of site
  - b. Fiber rolls used to compliment silt fences on steeper slopes
3. Sediment track-out
  - a. Rock construction entrance used to minimize sediment track out
  - b. Gravel pad installed at site entrance
4. Stockpiled Sediment/Soil
  - a. Topsoil stockpiles may periodically occur throughout project construction. Topsoil will be re-distributed over graded areas to be used for seeding
  - b. Silt fences temporarily installed around stockpiles
5. Minimize dust
  - a. Sprinkling used to minimize dust on site
6. Minimize disturbance on steep slopes
  - a. Erosion control blankets will be used on steep slopes to minimize discharge
7. Soil Compaction
  - a. Soil compaction is required for support of structural elements, i.e. roads, concrete pads, etc. Outside of structural areas, compaction will be limited by minimizing unnecessary vehicle or equipment traffic.
8. Storm water conveyance channels
  - a. Erosion control trenches that are approximately 6 inches deep by 12 inches wide may be dug across the width of the subcatchment area. Individual trenches will be spaced approximately 20 feet apart across the length of the subcatchment area. They will be dug perpendicular to the ground slope. The cut material from the trench will be placed immediately to the side of the trench as a small berm. The trench and adjacent berm will create localized storage, which will reduce runoff velocity.
9. Sediment basins
  - a. Temporary sediment control basin at perimeter of site
10. Site Stabilization
  - a. Stockpiles and disturbed areas will be temporarily stabilized.
  - b. Any stockpiles that occur or any ground that has not been permanently graded but work has temporarily ceased shall be temporarily stabilized by seeding, erosion control blankets or another qualified stabilization method. They must be stabilized within 7 days of work ceasing.
  - c. Unless precluded by moderate or heavy snow cover, stabilize all exposed inactive disturbed soil areas within 100 feet of any water of the state, or within 100 feet of any conveyance to a water of the state with sod, seed, or weed free mulch.
  - d. An acceptable method of stabilization will be chosen by the contractor.
11. Final Site Stabilization
  - a. The site will be permanently stabilized by the methods described above. In order to achieve Final Stabilization, the following process is standard:
    - i. All soil disturbing activities at the site have been completed and all soils are stabilized by a uniform perennial vegetative cover with a density of 70% of its expected final growth
    - ii. The permanent stormwater management system is constructed, meets all requirements and is operating.
    - iii. Sediment basins must be removed, graded to final elevation and stabilized.
    - iv. All temporary synthetic and structural BMPs must be removed

Further details to be completed at later date.



CLEODSUN SOLAR GARDEN  
5833 HWY 7  
LESTER PRAIRIE, MN 55354

DESIGNER: VLI  
REVISIONS: JPL  
DATE: 3/25/2018

Tilt Angle: 25° | Azimuth: 180°  
Power Output (AC): 3.0 MW  
Module: (12,960) @ 310 W  
Inverter: (6) @ 500 KW

**NOT FOR CONSTRUCTION**

Scale: NTS

PRELIM SITE PLAN

PV-02

**AMENDMENT TO TRAILBLAZER JOINT POWERS BOARD  
PUBLIC TRANSIT JOINT POWERS AGREEMENT**

This Amendment to Joint Powers Agreement is made and effective as of March 17, 2016, by and between Sibley County, McLeod County, and Wright County Area Transportation Joint Powers Board (collectively, the "Member Entities").

RECITALS:

1. The Member Entities entered into a Trailblazer Joint Powers Board Public Transit Joint Powers Agreement (the "Agreement") for purposes of providing a coordinated service delivery and funding source for public transportation.

2. The Member Entities desire to amend that Agreement in accordance with the terms contained herein.

NOW THEREFORE, the Member Entities, by their governing boards, jointly agree as follows:

1. Section 8 of the Agreement shall be amended to require a minimum of four (4) Board Members to constitute a quorum.

2. All other terms contained in the Agreement not expressly modified herein shall remain in full force and effect.

IN WITNESS WHEREOF, this Amendment to Joint Powers Agreement is signed by the respective chairpersons of the Governing Boards of the undersigned parties, upon approval by each of their respective governing boards duly made, seconded and carried, all effective on the day and year first hereinbefore written.

**SIBLEY COUNTY ATTEST:**

\_\_\_\_\_  
Roxy Traxler, Sibley County Administrator

\_\_\_\_\_  
Bobbie Harder, Sibley County Board Chair

**Approved as to Form & Execution**

\_\_\_\_\_  
Marilee Peterson, Sibley County Auditor

\_\_\_\_\_  
David E. Schauer, Sibley County Attorney

**MCLEOD COUNTY ATTEST:**

\_\_\_\_\_  
Patrick Melvin, McLeod County Administrator

\_\_\_\_\_  
Paul Wright, McLeod County Board Chair

**WCAT ATTEST:**

\_\_\_\_\_  
Merton Auger, WCAT Secretary

\_\_\_\_\_  
Jack Russek, WCAT Board Chair

**TRAILBLAZER JOINT POWERS BOARD  
PUBLIC TRANSIT JOINT POWERS AGREEMENT**

This Joint Powers Agreement is made and entered into this 1<sup>st</sup> day of January, 2015, by and between Sibley County, McLeod County, and Wright County Area Transportation Joint Powers Board (hereinafter referred to as "WCAT") (collectively Sibley County, McLeod County and WCAT are the "Member Entities"). All Member Entities are located in the State of Minnesota.

WITNESSETH:

WHEREAS, Minnesota counties and joint powers boards are empowered under MN Stat. §471.59 jointly and cooperatively to exercise any power common to the contracting parties or any similar powers; and

WHEREAS, the Member Entities desire to provide for an agreement between and among them establishing the TRAILBLAZER JOINT POWERS BOARD (hereinafter referred to as "Transit Board") for purposes of providing a coordinated service delivery and funding source for public transportation. This agreement replaces the previous Joint Powers Agreement between Sibley County and McLeod County, executed on June 8, 1999, which originally established the Trailblazer Joint Powers Board. Therefore, the Transit Board is a successor joint powers entity to the original joint powers entity created on June 8, 1999; and

WHEREAS, it is the resolution of the governing board of each of the Member Entities that it is in the best interests of the people of Sibley County, McLeod County, and the members of WCAT, respectively, to enter into such an agreement in order to obtain funding and provide centralized planning and implementation of needed public transit services;

NOW THEREFORE, the Member Entities, by their governing boards, jointly agree as follows:

1. Joinder of Entities. The Member Entities are hereby joined together for the purposes of coordinating service delivery and providing a funding source for Public Transit Service, as defined in section 6, through the Transit Board.
2. Funding Sources. It is intended and anticipated that funding for activities and programs administered under this Joint Powers Agreement shall come primarily from State and Federal grant monies. Member Entities are committed to providing the local match necessary to meet the requirements for State and Federal funding as specified in section 10. If future additional funding is required of the Member Entities, this will be accomplished by a separate resolution of the Transit Board and approval of each Member Entities' governing board and/or further amendments to this Joint Powers Agreement.
3. Board Composition. The Transit Board shall consist of three elected officials from McLeod County and two elected officials each from Sibley County and WCAT originating from and appointed by the

governing board from each Member Entity (for purposes of WCAT, elected officials include elected officials from the members of WCAT who are appointed to the WCAT board)(“Board Member”), resulting in a total of seven Board Members on the Transit Board. Each Board Member will have one equal vote. Member Entities may appoint alternates (“Alternates”) who may act in the place and stead of an absent Board Member from their own respective entity, including the exercise of all voting rights of the absent Board Member. Alternates must meet the same qualifications as Board Members. Member Entities may send additional representatives to participate in Transit Board meetings who need not be Board Members or Alternates, but these additional representatives shall not have voting power.

4. Exercise of Powers. The powers of the Transit Board shall be exercised by the Board Members and Alternates, except in the case of a declared deadlock as specified in section 8.

5. Meetings. The Transit Board shall meet at least annually on a schedule determined by the Transit Board. All meetings of the Transit Board shall be conducted in a manner consistent with the Minnesota Open Meeting Law (Minn. Stat Chap. 13D and amendments thereto).

Meetings of the Transit Board shall be called and scheduled at the discretion of the acting Chairperson. Any other individual Board Member may call an official meeting upon written request to the acting Chairperson and such meetings must be held within 10 calendar days of receipt of written request. Only Board Members officially appointed by the Member Entities are allowed to call meetings. Alternates are not permitted to call meetings. Notice of official meetings of the Transit Board shall be communicated to all members of the Transit Board and the general public in accordance with Minnesota Open Meeting Law.

6. Powers and Duties. The powers and duties of the Transit Board include establishing, funding, coordinating, administering and operating a Public Transit Service and any other activities necessary for the provision of an efficient public transit service (collectively “Public Transit Service”), including the following:

- a) The Transit Board shall receive and expend State and Federal Department of Transportation funds, or other funds from lawful sources including fares, donations or gifts, for the purpose of providing Public Transit Service and supplemental services designated by the Transit Board.
- b) The Transit Board shall approve an annual budget.
- c) The Transit Board shall adopt and implement an annual management plan approved by the Minnesota Department of Transportation to carry out its purpose.
- d) The Transit Board may cooperate or contract with the State of Minnesota, its political subdivisions, federal agencies, or private or public organizations to accomplish the purpose for which it is organized.

e) The Transit Board may contract for or purchase such insurance as the Transit Board deems necessary for the protection of the Member Entities, Transit Board, and their property.

f) The Transit Board may make contracts, hire employees, employ consultants, incur expenses, and make expenditures necessary and incidental to the effectuation of its purposes and powers in conformance with the requirements applicable to contracts and purchases of all Member Entities.

g) The Transit Board may appoint such committees as it deems necessary to advise the Transit Board; provided all powers provided herein shall be exercised only by the Transit Board.

h) The Transit Board shall, prior to taking any action which involves borrowing or bonding, obtain the consent of each Member Entity.

i) The Transit Board may exercise all other lawful powers necessary and incidental to the implementation of the purposes and powers set forth herein, provided that no action of the Transit Board shall be contrary to the terms of this Joint Powers Agreement.

7. Terms of Members. The terms of the Board Members shall be for up to one year and at the pleasure of their respective governing boards. At the end of their terms, the Individual Board Members may be reappointed by their governing boards or new Board Members may be appointed. There is no limit to the number of terms a Board Member can serve.

8. Voting. Each Board Member shall have one vote. Voting by proxy shall not be allowed, except Alternates may vote as provided in section 3, above. A quorum is defined as consisting of all of the following: (i) a minimum of three Board Members; (ii) at least one Board Member from each Member Entity; and (iii) the majority of Board Members present must be regular Board Members as opposed to Alternates. A simple majority vote of the Board Members and Alternates present at a meeting with a valid quorum shall be required for the Transit Board to take action unless otherwise required in this Joint Powers Agreement or by law. In the event of a tie vote, no action can be taken and discussion shall continue until a new vote resulting in a simple majority is achieved. In the event the acting Chairperson declares the Transit Board is deadlocked and a simple majority vote cannot be achieved, the issue shall be referred to the governing boards of the three Member Entities, each of which shall vote separately in open meetings to decide the issue. In such cases, the Transit Board shall be bound by a majority vote of the governing boards of the Member Entities.

9. Officers. Officers of the Transit Board shall include a Chairperson, Vice-chairperson, and Recorder. Each officer shall be from a different Member Entity. The Transit Board shall elect its own officers at the first regular meeting in each calendar year. Terms shall run through the end of the calendar year and will carry through until the first meeting of the following calendar year until new officers are elected. In the event an officer's seat is vacated, a new officer shall be selected in the same manner as above at the first Transit Board meeting held after the officer's seat is officially vacated. Alternates do not assume

the duties of officers on the Transit Board. The Transit Board may create and elect other officers as it deems necessary to conduct its meetings and affairs.

10. Finances. The Transit Board shall identify those services and expenditures for planning and implementation of Public Transit Service for Sibley County, McLeod County, and WCAT. Expenditures shall be approved by the Transit Board. The Transit Board shall serve as its own fiscal agent but may hire an independent CPA firm to assist with the fiscal responsibilities of the Public Transit Service.

An annual budget shall be prepared and approved by the Transit Board. The Transit Board shall receive periodic reports of expenditures, receipts, and current fund balances.

The Transit Board shall cause to be made an annual audit of its books and accounts and shall make and file a report to its Member Entities including a) financial conditions, b) status of projects, c) business transacted, and d) other matters which affect the interest of the Transit Board. No part of any net earnings of the Transit Board or any transit programs established, funded, coordinated, administered or operated thereunder shall inure to the benefit of, or be distributed to, its members, directors, officers or other private persons, except that the Transit Board shall be authorized and empowered to pay reasonable compensation for services rendered.

The financial commitment of each Member Entity is limited to a percentage of the total local share match necessary for State and Federal grant monies for the Public Transit Service, including both operating and capital expenses, on the following basis: Sibley County = 25 percent, McLeod County = 50 percent, WCAT = 25 percent ("Local Share"). The Transit Board will determine the total Local Share that will be divided between Member Entities according to these percentages. The Transit Board may elect to deviate from these percentages under special circumstances only if such a deviation is unanimously approved by the Board Members. The percentages that govern the division of Local Share shall be reviewed periodically by the Transit Board and may be adjusted to reflect service levels or for any other reason; provided, however, that readjustment of the percentages of Local Share is subject to the approval of each Member Entity.

Each Member Entity will be periodically required to provide a working capital advance ("Advance") for the Public Transit Service for cash flow purposes. The total amount of working capital needed at any given time shall be determined by majority vote of the Transit Board. Subject to the approval of each Member Entity, each Member Entity shall contribute a percentage share of the required working capital to the Transit Board in accordance with the aforementioned percentages for the division of Local Share. The Transit Board shall review the total working capital balance on a periodic basis. Any Advance shall be returned in full, but without interest, to any Member Entity within 30 days of final completion of the third-party audit conducted at the end of the fiscal year after the effective date of that Member Entity's withdrawal from this Joint Powers Agreement as set forth in section 14.

11. Contracting. The Transit Board may enter into contracts or otherwise provide for the establishment, funding, coordination, administration and operation of Public Transit Service, except that the Transit

Board has no authority to bind any individual Member Entity to the expenditure of Member Entity funds other than for payment of its proportion of Local Share for the Public Transit Service.

12. Property. The Transit Board may acquire and hold, lease, and convey real and personal property necessary for the administration, operation and coordination of Public Transit Service. At such time as the Transit Board is dissolved, any property acquired or held by the Transit Board shall be distributed in proportion to the total contributions by respective Member Entities over the entire duration of Public Transit Service provided by the Trailblazer Joint Powers Board and the Transit Board since the inception of the original Joint Powers Agreement between Sibley and McLeod Counties effective June 8, 1999.

The Transit Board shall continue to exist after dissolution for the sole purpose of concluding the affairs subject to this Joint Powers Agreement for such period, no longer than six (6) months or as is necessary to conclude such affairs.

13. Bylaws and Operating Procedures. The Transit Board may adopt such operating procedures as necessary for its effective operation, and may have bylaws which govern the operation of the Transit Board and which shall be adopted by a majority vote of all Transit Board members. Bylaws and operating procedures may be amended by a majority vote of the Transit Board at a regular meeting or a special meeting.

14. Effective Date; Withdrawal. This agreement shall become effective on January 1, 2015, subject to execution by all Member Entities hereto, and shall continue until withdrawal of a Member Entity. A minimum of one calendar year's written notice to the Chairperson is required to withdraw from this Joint Powers Agreement. A Member Entity may only withdraw at the end of a budget year and is responsible to pay its percentage of all Local Share expenses until the effective date of withdrawal, which shall be the December 31 following the required year's notice. (For example, if notice of withdrawal is given in the month of December, withdrawal will be effective 13 months later at the end of the budget year on the following December 31.) Upon receipt of such notice from one or more Member Entities, the remaining Member Entities may agree to continue to operate together, add other partners, or discontinue this Joint Powers Agreement. Any addition or subtraction in the number of Member Entities shall require an amendment to this Joint Powers Agreement.

Any Member Entity formally withdrawing is still obligated to pay its percentage of Local Share according to the terms of this Joint Powers Agreement up to the effective date of withdrawal, but shall have no further liability or obligation to the other Member Entities, except as to the actions, events, or responsibilities arising or occurring before the effective date of withdrawal. Upon receipt of the resolution of withdrawal from a Member Entity, the Chairperson shall send a copy of said resolution to all other Member Entities.

Following the effective date of withdrawal from this Joint Powers Agreement, the withdrawing Member Entity shall fulfill any outstanding contractual responsibilities it may have with the Minnesota Department of Transportation, any other State or Federal agency, or to the other Member Entities.

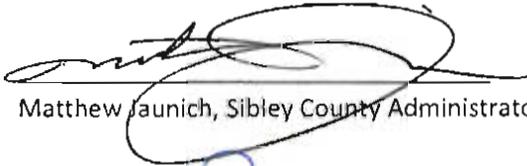
Additional entities not party to this Joint Powers Agreement may indicate their desire to join by submitting a governing board resolution to that effect to the Chairperson of the Transit Board. Each Member Entity must approve the addition of any other entities. Joining entities must demonstrate the ability to meet the financial obligations contained in this Joint Powers Agreement.

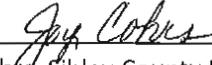
15. Savings Clause. If any section, subdivision or provision of this Joint Powers Agreement shall be held invalid or unenforceable for any reason, the invalidity or unenforceability of such section, subdivision, or provision shall not invalidate or render unenforceable any of the remaining provisions hereof.

16. Agreement Amendments. Amendments of this Joint Powers Agreement are subject to approval by each of the Member Entities.

IN WITNESS WHEREOF, this Joint Powers Agreement is signed by the respective chairpersons of the Governing Boards of the undersigned parties, upon approval by each of their respective governing boards duly made, seconded and carried, all effective on the day and year first hereinbefore written.

**SIBLEY COUNTY ATTEST:**

  
Matthew Jaunich, Sibley County Administrator

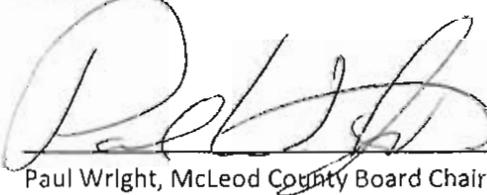
  
Joy Coles, Sibley County Board Chair

  
Lisa Pfahr, Sibley County Auditor

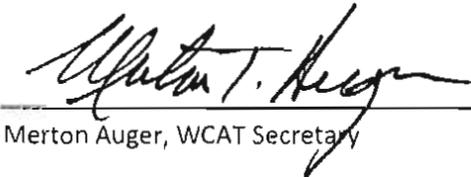
**Approved as to Form & Execution**  
  
David E. Schauer, Sibley County Attorney

**MCLEOD COUNTY ATTEST:**

  
Patrick Melvin, McLeod County Administrator

  
Paul Wright, McLeod County Board Chair

**WCAT ATTEST:**

  
Merton Auger, WCAT Secretary

  
Jack Russek, WCAT Board Chair

# INSURANCE PROGRAM SUMMARY

## McLeod County

Effective Date: 4/4/2016

### Project Type

New  Renovation  Addition

### Exposure

Jobsite Location	801 E. 10 <sup>th</sup> Street, Glencoe, MN 55336
Intended Occupancy	Municipal Services
Construction Class	Masonry Noncombustible
# Floors	2
Total Square Feet	69,000

### Coverage Limits

New Construction	\$ 6,600,000
Existing Structure (if renovation or addition)	\$0
Maximum Limit	\$ 6,600,000
Soft Costs	\$ 693,000
Rental Income	\$0
Covered Property in Transit	\$ 100,000
Covered Property Off Site	\$ 100,000
Equipment Breakdown	\$ 0
Flood	\$ 0
Earthquake	\$ 0

### Premium

Premium – Hard Costs (4/4/16 – 7/1/17)	\$8,764
Premium – Soft Costs (4/4/16 – 7/1/17)	\$1,006
Terrorism (4/4/16 – 7/1/17)	\$293
<b>Total Premium (4/4/16 – 7/1/17)</b>	<b>\$10,063</b>

Deductible (except as shown below)	\$2,500
Deductible for Flood	\$ N/A
Deductible for Earthquake	\$ N/A
Deductible for Soft Costs	5 Days
Deductible for Rental Income	N/A

**Premium** may include surcharges, taxes, and assessments.

**Commission** percentages shown are for base commission only and do not include any applicable supplemental commission or other forms of compensation. The premiums identified above may contain surcharges and/or assessments to which the commission percentages shown above may not apply. Workers compensation commission percentage applies to the standard premium before application of any premium discount. Commission does not apply to retrospective premium adjustments.

### **Additional Endorsements/Exclusions/Limitations**

Exclusions will apply per The Hartford's standard policy forms and endorsements and as may be contained in the additional endorsements set forth below.

### **Comments:**

- ◆ **\$2,500 minimum earned premium applies.**

## **TERMS & CONDITIONS**

- ◆ The quote is valid for 90 days from the date of the proposal or until the proposed policy inception date, whichever is earlier. Coverage may not be bound retroactively.
- ◆ This proposal provides a summary of coverages. For a complete description of coverages and all terms and conditions, please refer to The Hartford's policy forms, which are available upon request or online on the Electronic Business Center (EBC). In the event of a conflict, the actual terms, conditions, limitations and exclusions of the policy shall prevail. Insurance specifications and other requests for coverage that are not incorporated in this proposal, confer no rights and do not amend, extend or alter the coverage afforded by The Hartford.
- ◆ This proposal has been prepared based on the assumption that it will be accepted in its entirety. Please contact the underwriter in the event that only a portion of the quotation is desired.
- ◆ This proposal is subject to the cancellation provisions applicable to each policy.
- ◆ Prior to the effective date of coverage, The Hartford must be advised of any change in the information provided by or required to be provided by, the applicant, or any change in the exposure basis, hazard or risk contemplated by this proposal since the original submission date. The Hartford reserves the right to modify or withdraw this proposal in the event of any of the above.
- ◆ All of the terms, conditions and other requirements set forth in this proposal must be included in any quote presentation to the proposed insured.

## QUOTE IS SUBJECT TO:

Unless otherwise stated below, coverage may be bound. However, we require compliance to these Subject To requirements within 30 days of policy inception, unless otherwise specified, to avoid cancellation of the policy.

- Loss control if written.

## YOUR MARINE UNDERWRITING AND SERVICE TEAM

The backbone of a successful relationship is our ability to provide local expertise, backed by national strength. We know you, your objectives and territories because of the success we have had combining our local expertise with national products and services.

The Hartford assigns local sales underwriters and service center teams to individual agencies. Our unique approach has led agency principals, producers and CSRs to rate us as superior among our largest competitors in delivering a “relationship of trust and mutual respect.”

Team Member	Role	Phone Number
Dave Wagner dave.wagner@thehartford.com	Underwriter	(248) 816-7656
Pamela Gibson pam.gibson@thehartford.com	Sr. Underwriting Assistant	(312) 384-7589
Charlotte Service Center	Service Team	(877) 853-2582
New Hartford Service Center	Service Team	(800) 962-6170
San Antonio Service Center	Service Team	(800) 447-7649



**Key Points of Comparison**

**Analysis Tip**

**The Hartford's Builders Risk Policy**

**Other Carrier's Policy**

Landscaping Coverage

A number of policies do not include this type of protection.

Covers trees, shrubs, sod and plants for up to \$10,000 per occurrence (maximum \$500 per item).

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Modular Components Not on Main Premises

Make sure the policy includes some protection for those structural components that will be used in the building, but are not yet physically located at the job site.

Insures modular structure components while they are in transit – or in temporary storage (storage location doesn't even have to be referenced in policy).

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Ordinance or Law

This coverage is usually found only in special manuscript policies.

Includes coverage for losses caused by the enforcement of new laws or ordinances.

\_\_\_\_\_  
 \_\_\_\_\_

Pollutant Clean Up and Removal

Some competitors exclude pollution in its entirety.

\$10,000 per occurrence, with a maximum of \$25,000 per policy year for the costs to extract pollutants from land or water at the job site.

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Testing

Some policies do not cover testing, and if they do, many have a sublimit.

Removes exclusion for mechanical breakdown resulting from electrical, mechanical, pneumatic or hydrostatic testing.

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Replacement Cost

Some policies are based on actual cash value.

Values losses based on replacement cost without deduction for depreciation.

\_\_\_\_\_  
 \_\_\_\_\_

Property of Others

Some of the available policies do not include this type of protection.

Covers the insured's responsibility for materials and property owned by others at the described premises.

\_\_\_\_\_  
 \_\_\_\_\_

Valuable Papers

Some policies don't offer any explicit coverage in this area.

Automatically includes up to \$25,000 of coverage in any one occurrence for blueprints and other construction documents at the job site.

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

This document provides an overview of coverages and services. Coverages may differ in availability by state. All coverages are individually underwritten. For a complete description of all coverages, terms and conditions, refer to the insurance policy. In the event of a conflict, the terms, conditions and exclusions of the policy prevail.

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### The Hartford Middle Market & Specialty Practices

#### We're Putting Our Strength to Work for You

- The Hartford's property & casualty companies are rated "A+" by A.M. Best Company.
- Our **broad range of products** offer unique competitive advantages, and our range of business insurance solutions addresses the needs of midsize to large clients. Whether your clients have basic coverage needs or more complex and difficult exposures, our highly trained professionals can work with you to satisfy those needs.
- Our **financial strength and stability** mean that you can count on The Hartford to perform when you need us most by delivering on our promise to pay claims fairly and promptly, saving time and improving client satisfaction. Some highlights of our claim service include 24/7 toll-free loss reporting; claim expertise aligned by type of claim; and medical management programs focused on achieving the best medical outcome and early return to work for injured workers. Our well-recognized loss control services assure that your clients have access to a broad scope of service, and technical expertise through local loss control consultants.

# TERRORISM

## DISCLOSURE PURSUANT TO TERRORISM RISK INSURANCE ACT

### Terrorism Coverage and Premium

In accordance with the federal Terrorism Risk Insurance Act (as amended "TRIA"), we are required to make coverage available under your policy for "certified acts of terrorism." The actual coverage provided by your policy(ies) will be limited by the terms, conditions, exclusions, limits, and other provisions of your policy(ies), as well as any applicable rules of law.

The portion of your premium attributable to this terrorism coverage is shown in the premium section(s) of this quote proposal or binder.

### Definition of Certified Act of Terrorism

A "certified act of terrorism" means an act that is certified by the Secretary of the Treasury, in accordance with the provisions of TRIA, to be an act of terrorism under TRIA. The criteria contained in TRIA for a "certified act of terrorism" include the following:

1. The act results in insured losses in excess of \$5 million in the aggregate, attributable to all types of insurance subject to TRIA; and
2. The act results in damage within the United States, or outside the United States in the case of certain air carriers or vessels or the premises of an United States mission; and
3. The act is a violent act or an act that is dangerous to human life, property or infrastructure and is committed by an individual or individuals acting as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion.

### Disclosure of Federal Share of Terrorism Losses under TRIA

The United States Department of the Treasury will reimburse insurers for 85% of insured losses that exceed the applicable insurer deductible. Effective January 1, 2016, this percentage will be reduced to 84%, effective January 1, 2017 to 83%, effective January 1, 2018 to 82%, effective January 1, 2019 to 81%, and effective January 1, 2020 to 80%.

However, if aggregate industry insured losses under TRIA exceed \$100 Billion in a calendar year, the Treasury shall not make any payment for any portion of the amount of such losses that exceeds \$100 billion. The United States government has not charged any premium for their participation in covering terrorism losses.

### Cap on Insurer Liability for Terrorism Losses

If aggregate industry insured losses attributable to "certified acts of terrorism" under TRIA exceed \$100 Billion in a calendar year, and we have met, or will meet, our insurer deductible under TRIA, we shall not be liable for the payment of any portion of the amount of such losses that exceed \$100 billion. In such case, your coverage for terrorism losses may be reduced on a pro-rata basis in accordance with procedures established by the Treasury, based on its estimates of aggregate industry losses and our estimate that we will exceed our insurer deductible. In accordance with the Treasury's procedures, amounts paid for losses may be subject to further adjustments based on differences between actual losses and estimates

**Note to Producer on TRIA:** The premium for terrorism coverage and the TRIA disclosures above must be provided to the insured or prospect at the time of quoting. If you are not using this quote proposal, you can use Hartford's stand-alone TRIA disclosure form for quotes and binders, which is available on the EBC or from the company.