

**NOVEMBER 8, 2016
MCLEOD COUNTY
BOARD MEETING WILL
BE HELD AT
THE TRAILBLAZER
TRANSIT BUILDING
207 11th ST W
GLENCOE, MN**

**McLEOD COUNTY
BOARD OF COMMISSIONERS
PROPOSED MEETING AGENDA
NOVEMBER 8, 2016**

1 9:00 CALL TO ORDER

PLEDGE OF ALLEGIANCE

2 9:01 CONSIDERATION OF AGENDA ITEMS*

3 9:02 CONSENT AGENDA*

- A. October 28, 2016 Auditor's Warrants.
- B. Approve out of state travel for Highway Engineer to attend the National Association of County Engineers (NACE) annual conference April 9-13, 2017 in Cincinnati (OH). Approximate cost including early bird registration, hotel, and airfare is \$1,700.
- C. Approve increasing the guardian/conservator compensation from the current \$15/hr with a monthly cap of \$100 and after 3 months a monthly cap of \$60 with no mileage reimbursement to \$150 per month effective January 1, 2017 and re-evaluate the situation in 12 months. This increase is estimated to result in an additional \$25,000 expense.
- D. Approve renewal of shared services agreement between McLeod County Public Health and Southwestern Minnesota Adult Mental Health Consortium for the contract period of November 1, 2016 – August 28, 2017. McLeod County Public Health provides medication education to meet Adult Rehabilitation Mental Health Services (ARMHS) criteria.
- E. Approve 2017 contract for Registered Nursing Services between McLeod County Public Health and McLeod Treatment Programs at a contracted hourly rate of \$61.46. This is a continuation of the current contract.

Contract renewal and rate was approved by MTP Board of Directors on October 17, 2016. 2017 contracted hourly rate of \$61.46 is an increase from the current rate of \$44.00, which has been in place and unchanged for many years. This increased rate was recommended and approved by the McLeod County Public Health Advisory Committee when Public Health fees were reviewed early this year.

4 PAYMENT OF BILLS - COMMISSIONER WARRANT LIST*

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

6 9:05 CONTEGRITY – Construction Manager Sam Lauer

- A. Construction Update.

7 9:10 ASSESSORS OFFICE – Assessor Sue Schulz

- A. Consider approval to hire Mike Bownik to conduct an appraisal for Menards Tax Court.*

8 9:20 DEPARTMENT OF NATURAL RESOURCES – Area Wildlife Supervisor Joe Stangel

- A. Acknowledge notification from DNR regarding Pheasants Forever’s decision to donate 45 acres of land in Section 29, Lynn Township to the Minnesota DNR, Division of Wildlife to become a state wildlife management area (WMA).

9 9:30 SHORT ELLIOT HENDRICKSON (SEH) – Project Manager Chuck Vermeersch

- A. Update on progress and discuss timeline for County Ditch 20 & 22.

10 COUNTY ADMINISTRATION

- Review of Commissioners Calendar
- Commissioner reports of committee meetings attended since November 1, 2016.

- A. Consider approval to fill Household Hazardous Waste Technician (grade 17) vacancy in Solid Waste Department due to promotion.*
- B. Set a closed meeting following the Board meeting on November 22nd for continuation of Pat Melvin’s performance review.*
- C. Discussion on consent items placed on board agenda.
- D. Legislative Round Table Discussion, Thursday, November 17th 8:00 am to Noon at University of Minnesota, Morris.

11 CLOSED MEETING

- A. Discuss 2017 labor negotiations.

OTHER

Open Forum
Press Relations

RECESS

Next board meeting November 22, 2016 at 9:00 a.m. at Glencoe City Center.

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



POOL
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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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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			...		
34	1969 ASSURANT EMPLOYEE BENEFITS 01-000-000-0000-2051		5,256.61	DENTAL PREMIUM 10/01/2016 10/31/2016	C237562	Dental Insurance Payable
35	01-000-000-0000-2054		98.00	DENTAL PREMIUM 10/01/2016 10/31/2016	C237562	Cobra Dental Insurance Payable
	1969 ASSURANT EMPLOYEE BENEFITS		5,354.61	2 Transactions		
46	4547 AVESIS THIRD PARTY ADMINISTRATOR: 01-000-000-0000-2044		354.13	VISION PREMIUM GENERAL FUND 11/01/2016 11/30/2016		Vision Insurance PAYABLE
	4547 AVESIS THIRD PARTY ADMINISTRATOR:		354.13	1 Transactions		
101	1241 MADISON NATIONAL LIFE INSURANCE C 01-000-000-0000-2041		1,440.92	STD PREMIUM GENERAL FUND 10/01/2016 10/31/2016		Short Term Disability Payable
90	01-000-000-0000-2050		1,315.44	LTD PREMIUM GENERAL FUND 10/01/2016 10/31/2016		Long Term Disability Payable
	1241 MADISON NATIONAL LIFE INSURANCE C		2,756.36	2 Transactions		
76	3028 MINNESOTA CHILD SUPPORT PAYMENT 01-000-000-0000-2056		317.48	CHILD SUPPORT 10/02/2016 10/15/2016	001124208702	Child Support Garnishment Payable
78	01-000-000-0000-2056		117.67	CHILD SUPPORT 10/02/2016 10/15/2016	001436294701	Child Support Garnishment Payable
75	01-000-000-0000-2056		257.96	CHILD SUPPORT 10/02/2016 10/15/2016	001447664801	Child Support Garnishment Payable
77	01-000-000-0000-2056		130.13	CHILD SUPPORT 10/02/2016 10/15/2016	001499730601	Child Support Garnishment Payable
79	01-000-000-0000-2056		148.59	CHILD SUPPORT 10/02/2016 10/15/2016	001527027301	Child Support Garnishment Payable
80	01-000-000-0000-2056		327.64	CHILD SUPPORT 10/02/2016 10/15/2016	001530953002	Child Support Garnishment Payable
	3028 MINNESOTA CHILD SUPPORT PAYMENT		1,299.47	6 Transactions		
127	1360 MINNESOTA MUTUAL 01-000-000-0000-2049		1,832.41	LIFE PREMIUM GENERAL FUND 10/01/2016 10/31/2016		Life Insurance Payable
145	01-000-000-0000-2053		29.75	LIFE PREMIUM SELF PAY FUND		Cobra Life Insurance Payable



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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
1360	MINNESOTA MUTUAL		1,862.16	10/01/2016 10/31/2016	2 Transactions	
111	1874 MN COUNTIES INTERGOVERNMENTAL TI 01-000-000-0000-2045		40,382.36	MEDICAL PREMIUM GENERAL FUND 10/01/2016 10/31/2016		Health Insurance Payable
110	01-000-000-0000-2052		3,046.00	MEDICAL PREMIUM SELF PAY FUND 10/01/2016 10/31/2016		Cobra Health Insurance Payable
	1874 MN COUNTIES INTERGOVERNMENTAL TI		43,428.36		2 Transactions	
147	3093 TRUSTMARK VOLUNTARY BENEFIT SOLL 01-000-000-0000-2049		1,393.38	OCTOBER BILLING		Life Insurance Payable
	3093 TRUSTMARK VOLUNTARY BENEFIT SOLL		1,393.38		1 Transactions	
0	DEPT Total:		56,448.47	...	7 Vendors	16 Transactions
3	DEPT 5281 TASC			COUNTY WIDE		
86	01-003-000-0000-6350		435.00	HSA PLAN ADMINISTRATION 12/01/2016 12/31/2016	IN885738	Other Services & Charges
87	01-003-000-0000-6350		375.41	FSA ADMINISTRATION 12/01/2016 12/31/2016	IN885738	Other Services & Charges
88	01-003-000-0000-6350		75.00	FSA CLAIM CARD FEES 12/01/2016 12/31/2016	IN885738	Other Services & Charges
	5281 TASC		885.41		3 Transactions	
3	DEPT Total:		885.41	COUNTY WIDE	1 Vendors	3 Transactions
41	DEPT 3163 NATIONAL BUSINESS SYSTEMS INC			COUNTY AUDITOR-TREASURER'S		
151	01-041-000-0000-6205		9,500.00	POSTAGE 2017 PROPOSED TAXES	S06841	Postage And Postal Box Rental
	3163 NATIONAL BUSINESS SYSTEMS INC		9,500.00		1 Transactions	
41	DEPT Total:		9,500.00	COUNTY AUDITOR-TREASURER'S	1 Vendors	1 Transactions
201	DEPT 4724 COUNTY OF ANOKA HUMAN SERVICES			COUNTY SHERIFF'S OFFICE		
67	01-201-000-0000-6369		20,596.00	4TH QTR 2016 SERVICES		MEDICAL EXAMINER

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



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1 GENERAL REVENUE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name
4724	COUNTY OF ANOKA HUMAN SERVICES		20,596.00		1 Transactions	
201	DEPT Total:		20,596.00	COUNTY SHERIFF'S OFFICE	1 Vendors	1 Transactions
1	Fund Total:		87,429.88	GENERAL REVENUE FUND		21 Transactions

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



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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			...		
36	1969 ASSURANT EMPLOYEE BENEFITS 03-000-000-0000-2051		599.00	DENTAL PREMIUM 10/01/2016 10/31/2016	C237562	Dental Insurance Payable
	1969 ASSURANT EMPLOYEE BENEFITS		599.00		1 Transactions	
47	4547 AVESIS THIRD PARTY ADMINISTRATOR: 03-000-000-0000-2044		56.40	VISION PREMIUM HIGHWAY FUND 11/01/2016 11/30/2016		Vision Insurance Payable
	4547 AVESIS THIRD PARTY ADMINISTRATOR:		56.40		1 Transactions	
72	3328 GURSTEL CHARGO PA 03-000-000-0000-2055		277.00	GARNISHMENT 10/02/2016 10/15/2016	683730	Garnishments Payable
	3328 GURSTEL CHARGO PA		277.00		1 Transactions	
102	1241 MADISON NATIONAL LIFE INSURANCE C 03-000-000-0000-2041		153.72	STD PREMIUM HIGHWAY FUND 10/01/2016 10/31/2016		Short Term Disability Payable
91	03-000-000-0000-2050		167.30	LTD PREMIUM HIGHWAY FUND 10/01/2016 10/31/2016		Long Term Disability Payable
	1241 MADISON NATIONAL LIFE INSURANCE C		321.02		2 Transactions	
128	1360 MINNESOTA MUTUAL 03-000-000-0000-2049		439.62	LIFE PREMIUM HIGHWAY FUND 10/01/2016 10/31/2016		Life Insurance Payable
	1360 MINNESOTA MUTUAL		439.62		1 Transactions	
112	1874 MN COUNTIES INTERGOVERNMENTAL TI 03-000-000-0000-2045		23,961.00	MEDICAL PREMIUM HIGHWAY FUND 10/01/2016 10/31/2016		Health Insurance Payable
	1874 MN COUNTIES INTERGOVERNMENTAL TI		23,961.00		1 Transactions	
0	DEPT Total:		25,654.04	...	6 Vendors	7 Transactions
3	Fund Total:		25,654.04	ROAD & BRIDGE FUND		7 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		
37	1969 ASSURANT EMPLOYEE BENEFITS 05-391-000-0000-2051		220.00	DENTAL PREMIUM 10/01/2016 10/31/2016	C237562	Dental Insurance Payable
	1969 ASSURANT EMPLOYEE BENEFITS		220.00	1 Transactions		
48	4547 AVESIS THIRD PARTY ADMINISTRATOR: 05-391-000-0000-2044		7.52	VISION PREMIUM SW FUND 11/01/2016 11/30/2016		Vision Insurance Payable
	4547 AVESIS THIRD PARTY ADMINISTRATOR:		7.52	1 Transactions		
2	134 CITY OF HUTCHINSON 05-391-000-0000-6257		65.53	WATER SEWER 09/01/2016 09/30/2016	308506510	Sewer, Water And Garbage Removal
	134 CITY OF HUTCHINSON		65.53	1 Transactions		
103	1241 MADISON NATIONAL LIFE INSURANCE C 05-391-000-0000-2041		22.04	STD PREMIUM SW FUND 10/01/2016 10/31/2016		Short Term Disability Payable
92	05-391-000-0000-2050		13.20	LTD PREMIUM SW FUND 10/01/2016 10/31/2016		Long Term Disability Payable
	1241 MADISON NATIONAL LIFE INSURANCE C		35.24	2 Transactions		
129	1360 MINNESOTA MUTUAL 05-391-000-0000-2049		147.90	LIFE PREMIUM SW FUND 10/01/2016 10/31/2016		Life Insurance Payable
	1360 MINNESOTA MUTUAL		147.90	1 Transactions		
113	1874 MN COUNTIES INTERGOVERNMENTAL TI 05-391-000-0000-2045		3,609.00	MEDICAL PREMIUM SW FUND 10/01/2016 10/31/2016		Health Insurance Payable
	1874 MN COUNTIES INTERGOVERNMENTAL TI		3,609.00	1 Transactions		
15	4147 WEST CENTRAL SANITATION INC 05-391-000-0000-6259		816.00	23486 230TH ST 09/01/2016 09/30/2016	10712724	Recycling
16	05-391-000-0000-6259		879.90	CO RD 9 S RECYCLING 09/01/2016 09/30/2016	10712724	Recycling
17	05-391-000-0000-6259		351.96	CO RD 9 S OCC	10712724	Recycling



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5 SOLID WASTE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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18	05-391-000-0000-6259		351.96	09/01/2016 09/30/2016 RECYCLING AMES ST	10712724	Recycling
19	05-391-000-0000-6259		175.98	09/01/2016 09/30/2016 14995 CO RD 7 RECYCLING	10712724	Recycling
20	05-391-000-0000-6259		351.96	09/01/2016 09/30/2016 14995 CO RD 7 OCC	10712724	Recycling
21	05-391-000-0000-6259		527.94	09/01/2016 09/30/2016 CO RD 7 RECYCLING	10712724	Recycling
22	05-391-000-0000-6259		351.96	09/01/2016 09/30/2016 CO RD 7 OCC	10712724	Recycling
23	05-391-000-0000-6259		879.90	09/01/2016 09/30/2016 305 MAIN ST RECYCLING	10712724	Recycling
24	05-391-000-0000-6259		351.96	09/01/2016 09/30/2016 305 MAIN ST OCC	10712724	Recycling
25	05-391-000-0000-6259		4,192.43	09/01/2016 09/30/2016 2385 HENNEPIN AVE RECYCLING	10712724	Recycling
26	05-391-000-0000-6259		879.90	09/01/2016 09/30/2016 208 1ST AVE RECYCLING	10712724	Recycling
27	05-391-000-0000-6259		351.96	09/01/2016 09/30/2016 208 1SY AVE OCC	10712724	Recycling
28	05-391-000-0000-6259		351.96	09/01/2016 09/30/2016 2944 110TH ST RECYCLING	10712724	Recycling
29	05-391-000-0000-6259		175.98	09/01/2016 09/30/2016 2944 110TH ST OCC	10712724	Recycling
30	05-391-000-0000-6259		175.98	09/01/2016 09/30/2016 11655 HWY 15 S RECYCLING	10712724	Recycling
31	05-391-000-0000-6259		90.90	09/01/2016 09/30/2016 840 CENTURY AVE RECYCLING	10712724	Recycling
4147	WEST CENTRAL SANITATION INC		11,258.63	09/01/2016 09/30/2016 17 Transactions		
391	DEPT Total:		15,343.82	SOLID WASTE TIP FEE	7 Vendors	24 Transactions
393	DEPT			MATERIALS RECOVERY FACILITY		
38	1969 ASSURANT EMPLOYEE BENEFITS 05-393-000-0000-2051		138.00	10/01/2016 10/31/2016 DENTAL PREMIUM	C237562	Dental Insurance Payable
1969	ASSURANT EMPLOYEE BENEFITS		138.00	1 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
49	4547 AVESIS THIRD PARTY ADMINISTRATOR'S 05-393-000-0000-2044		34.60	VISION PREMIUM MRF FUND 11/01/2016 11/30/2016		Vision Insurance Payable
	4547 AVESIS THIRD PARTY ADMINISTRATOR'S		34.60		1 Transactions	
1	134 CITY OF HUTCHINSON 05-393-000-0000-6257		365.69	WATER SEWER 09/01/2016 09/30/2016	308506502	Sewer, Water And Garbage Removal
	134 CITY OF HUTCHINSON		365.69		1 Transactions	
4	664 LENTSCH TRUCKING 05-393-000-0000-6269		1,330.00	RECYCLABLES PICKED UP		Contracts
5	05-393-000-0000-6269		2,550.00	RECYCLED MATL SHIPPING		Contracts
6	05-393-000-0000-6269		105.00	PAPER DRIVE		Contracts
	664 LENTSCH TRUCKING		3,985.00		3 Transactions	
104	1241 MADISON NATIONAL LIFE INSURANCE C 05-393-000-0000-2041		26.00	STD PREMIUM MRF FUND 10/01/2016 10/31/2016		Short Term Disability Payable
93	05-393-000-0000-2050		20.14	LTD PREMIUM MRF FUND 10/01/2016 10/31/2016		Long Term Disability Payable
	1241 MADISON NATIONAL LIFE INSURANCE C		46.14		2 Transactions	
130	1360 MINNESOTA MUTUAL 05-393-000-0000-2049		52.80	LIFE PREMIUM MRF FUND 10/01/2016 10/31/2016		Life Insurance Payable
	1360 MINNESOTA MUTUAL		52.80		1 Transactions	
114	1874 MN COUNTIES INTERGOVERNMENTAL TI 05-393-000-0000-2045		4,437.00	MEDICAL PREMIUM MRF FUND 10/01/2016 10/31/2016		Health Insurance Payable
	1874 MN COUNTIES INTERGOVERNMENTAL TI		4,437.00		1 Transactions	
153	4170 WASTE MANAGEMENT OF WI MN 05-393-000-0000-6257		938.82	GLASS FIND DISPOSAL	001393217029	Sewer, Water And Garbage Removal
154	05-393-000-0000-6257		1,301.53	RECYCLING RESIDUE GARBAGE	696278715938	Sewer, Water And Garbage Removal
	4170 WASTE MANAGEMENT OF WI MN		2,240.35		2 Transactions	
	3565 ZEROWASTE MANUFACTURING					

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



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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
148		05-393-000-0000-6610		25,212.50	DEFOAMALIZER 2ND HALF PAYMENT		31424	Capital - Over \$5,000 (Fixed Assets)	
	3565	ZEROWASTE MANUFACTURING		25,212.50		1 Transactions			
393	DEPT Total:			36,512.08	MATERIALS RECOVERY FACILITY		9 Vendors		13 Transactions
397	DEPT				HOUSEHOLD HAZARDOUS WASTE				
	1241	MADISON NATIONAL LIFE INSURANCE C							
105		05-397-000-0000-2041		37.92	STD PREMIUM HHW FUND	10/01/2016 10/31/2016		Short Term Disability Payable	
94		05-397-000-0000-2050		8.56	LTD PREMIUM HHW FUND	10/01/2016 10/31/2016		Long Term Disability Payable	
	1241	MADISON NATIONAL LIFE INSURANCE C		46.48		2 Transactions			
	1360	MINNESOTA MUTUAL							
131		05-397-000-0000-2049		8.50	LIFE PREMIUM HHW FUND	10/01/2016 10/31/2016		Life Insurance Payable	
	1360	MINNESOTA MUTUAL		8.50		1 Transactions			
397	DEPT Total:			54.98	HOUSEHOLD HAZARDOUS WASTE		2 Vendors		3 Transactions
5	Fund Total:			51,910.88	SOLID WASTE FUND				40 Transactions

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



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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		
39	1969 ASSURANT EMPLOYEE BENEFITS 11-420-000-0000-2051		891.41	DENTAL PREMIUM 10/01/2016 10/31/2016	C237562	Dental Insurance Payable
	1969 ASSURANT EMPLOYEE BENEFITS		891.41	1 Transactions		
50	4547 AVESIS THIRD PARTY ADMINISTRATOR: 11-420-000-0000-2044		136.90	VISION PREMIUM INC MAINT FUND 11/01/2016 11/30/2016		Vision Insurance Payable
	4547 AVESIS THIRD PARTY ADMINISTRATOR:		136.90	1 Transactions		
106	1241 MADISON NATIONAL LIFE INSURANCE C 11-420-000-0000-2041		277.51	STD PREMIUM INC MAINIT FUND 10/01/2016 10/31/2016		Short Term Disability Payable
95	11-420-000-0000-2050		147.00	LTD PREMIUM INC MAINT FUND 10/01/2016 10/31/2016		Long Term Disability Payable
	1241 MADISON NATIONAL LIFE INSURANCE C		424.51	2 Transactions		
132	1360 MINNESOTA MUTUAL 11-420-000-0000-2049		465.70	LIFE PREMIUM INC MAINT FUND 10/01/2016 10/31/2016		Life Insurance Payable
	1360 MINNESOTA MUTUAL		465.70	1 Transactions		
115	1874 MN COUNTIES INTERGOVERNMENTAL TI 11-420-000-0000-2045		22,928.57	MEDICAL PREMIUM INC MAINT FUND 10/01/2016 10/31/2016		Health Insurance Payable
	1874 MN COUNTIES INTERGOVERNMENTAL TI		22,928.57	1 Transactions		
420	DEPT Total:		24,847.09	INCOME MAINTENANCE	5 Vendors	6 Transactions
430	DEPT			INDIVIDUAL AND FAMILY SOCIAL SERVI		
40	1969 ASSURANT EMPLOYEE BENEFITS 11-430-000-0000-2051		3,285.59	DENTAL PREMIUM 10/01/2016 10/31/2016	C237562	Dental Insurance Payable
	1969 ASSURANT EMPLOYEE BENEFITS		3,285.59	1 Transactions		
51	4547 AVESIS THIRD PARTY ADMINISTRATOR: 11-430-000-0000-2044		219.22	VISIO PREMIUM WELFARE FUND 11/01/2016 11/30/2016		Vison Insurance Payable

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



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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
4547	AVESIS THIRD PARTY ADMINISTRATOR		219.22		1 Transactions	
107	1241 MADISON NATIONAL LIFE INSURANCE C 11-430-000-0000-2041		1,217.01	STD PREMIUM WELFARE FUND 10/01/2016 10/31/2016		Short Term Disability Payable
96	11-430-000-0000-2050		480.48	LTD PREMIUM WELFARE FUND 10/01/2016 10/31/2016		Long Term Disability Payable
1241	MADISON NATIONAL LIFE INSURANCE C		1,697.49		2 Transactions	
81	3028 MINNESOTA CHILD SUPPORT PAYMENT 11-430-000-0000-2056		276.88	CHILD SUPPORT 10/02/2016 10/15/2016	001486828601	Child Support Garnishment Payable
3028	MINNESOTA CHILD SUPPORT PAYMENT		276.88		1 Transactions	
133	1360 MINNESOTA MUTUAL 11-430-000-0000-2049		1,264.53	LIFE PREMIUM WELFARE FUND 10/01/2016 10/31/2016		Life Insurance Payable
1360	MINNESOTA MUTUAL		1,264.53		1 Transactions	
116	1874 MN COUNTIES INTERGOVERNMENTAL TI 11-430-000-0000-2045		68,029.65	MEDICAL PREMIUM WEWLFARE FUND 10/01/2016 10/31/2016		Health Insurance Payable
1874	MN COUNTIES INTERGOVERNMENTAL TI		68,029.65		1 Transactions	
430	DEPT Total:		74,773.36	INDIVIDUAL AND FAMILY SOCIAL SER	6 Vendors	7 Transactions
11	Fund Total:		99,620.45	HUMAN SERVICE FUND		13 Transactions

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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
102	DEPT			COUNTY RECORDER'S COMPLIANCE FU		
	3097 REVIZE LLC					
152	25-102-000-0000-6350		10,000.00	FINAL PAYMENT WEBSITE REDESIGN	4289	Other Services & Charges
	3097 REVIZE LLC		10,000.00	1 Transactions		
102	DEPT Total:		10,000.00	COUNTY RECORDER'S COMPLIANCE FI	1 Vendors	1 Transactions
106	DEPT			COUNTY RECORDERS ESCROW DEPOSIT		
	3618 WEST TITLE LLC					
32	25-106-000-0000-6810		40.00	DISCONTINUE ESCROW ACCOUNT		Refunds And Reimbursements
	3618 WEST TITLE LLC		40.00	1 Transactions		
106	DEPT Total:		40.00	COUNTY RECORDERS ESCROW DEPOS	1 Vendors	1 Transactions
220	DEPT			BOAT & WATER SAFETY-GRANT		
	1969 ASSURANT EMPLOYEE BENEFITS					
41	25-220-000-0000-2051		1.65	DENTAL PREMIUM	C237562	Dental Insurance Payable
				10/01/2016 10/31/2016		
	1969 ASSURANT EMPLOYEE BENEFITS		1.65	1 Transactions		
	4547 AVESIS THIRD PARTY ADMINISTRATOR:					
52	25-220-000-0000-2044		0.44	VISION PREMIUM SPECIAL REVENUE		Vision Insurance Payable
				11/01/2016 11/30/2016		
	4547 AVESIS THIRD PARTY ADMINISTRATOR:		0.44	1 Transactions		
	1360 MINNESOTA MUTUAL					
134	25-220-000-0000-2049		0.22	LLIFE PREMIUM BOAT & WATER		Life Insurance Payable
				10/01/2016 10/31/2016		
	1360 MINNESOTA MUTUAL		0.22	1 Transactions		
	1874 MN COUNTIES INTERGOVERNMENTAL T					
117	25-220-000-0000-2045		17.59	MEDICAL PREMIUM BOAT & WATER		Health Insurance Payable
				10/01/2016 10/31/2016		
	1874 MN COUNTIES INTERGOVERNMENTAL T		17.59	1 Transactions		
220	DEPT Total:		19.90	BOAT & WATER SAFETY-GRANT	4 Vendors	4 Transactions
225	DEPT			MCLEOD COUNTY SHERIFFS POSSE		

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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
135	1360 MINNESOTA MUTUAL 25-225-000-0000-2049		LIFE PREMIUM POSSE FUND 10/01/2016 10/31/2016		Life Insurance Payable
	1360 MINNESOTA MUTUAL	0.69		1 Transactions	
225	DEPT Total:	0.69	MCLEOD COUNTY SHERIFFS POSSE	1 Vendors	1 Transactions
254	DEPT		ANNAMARIE TUDHOPE DONATION		
33	3261 AUGUSTA ELECTRIC INC 25-254-000-0000-6610	140,357.75	CONTRACT PAYMENT	APPLICATION006	Capital - Over \$5,000 (Fixed Assets)
	3261 AUGUSTA ELECTRIC INC	140,357.75		1 Transactions	
69	3258 DULAS EXCAVATING INC 25-254-000-0000-6610	31,611.25	CONTRACT PAYMENT	PR00008	Capital - Over \$5,000 (Fixed Assets)
	3258 DULAS EXCAVATING INC	31,611.25		1 Transactions	
71	3619 GLEWWE DOORS INC 25-254-000-0000-6610	3,463.70	CONTRACT PAYMENT	APPLICATION 1	Capital - Over \$5,000 (Fixed Assets)
	3619 GLEWWE DOORS INC	3,463.70		1 Transactions	
73	3541 KASELLA CONCRETE INC 25-254-000-0000-6610	10,066.20	CONTRACT PAYMENT	APPL 3	Capital - Over \$5,000 (Fixed Assets)
	3541 KASELLA CONCRETE INC	10,066.20		1 Transactions	
84	3542 SALONEK CONCRETE & CONSTRUCTION 25-254-000-0000-6610	141,001.76	CONTRACT PAYMENT	MCLCOU00003	Capital - Over \$5,000 (Fixed Assets)
	3542 SALONEK CONCRETE & CONSTRUCTION	141,001.76		1 Transactions	
85	1595 SCHWICKERTS TECTA AMERICA 25-254-000-0000-6610	85,124.03	CONTRACT PAYMENT	APPL 4	Capital - Over \$5,000 (Fixed Assets)
	1595 SCHWICKERTS TECTA AMERICA	85,124.03		1 Transactions	
89	3297 THURNBECK STEEL FABRICATION INC 25-254-000-0000-6610	10,260.00	CONTRACT PAYMENT	APPLICATION003	Capital - Over \$5,000 (Fixed Assets)
	3297 THURNBECK STEEL FABRICATION INC	10,260.00		1 Transactions	
254	DEPT Total:	421,884.69	ANNAMARIE TUDHOPE DONATION	7 Vendors	7 Transactions

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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
285	DEPT			E-911 SYSTEM MAINTENANCE - GRANT		
3351	NORTHLAND BUSINESS SYSTEMS					
146	25-285-000-0000-6321		3,540.00	LOGGER MAINTENANCE 11/01/2016 10/31/2017	IN69100	Maintenance Agreements
	3351 NORTHLAND BUSINESS SYSTEMS		3,540.00	1 Transactions		
285	DEPT Total:		3,540.00	E-911 SYSTEM MAINTENANCE - GRAN	1 Vendors	1 Transactions
485	DEPT			COUNTY PUBLIC HEALTH NURSING		
1969	ASSURANT EMPLOYEE BENEFITS					
42	25-485-000-0000-2051		49.00	DENTAL PREMIUM 10/01/2016 10/31/2016	C237562	Dental Insurance Payable
	1969 ASSURANT EMPLOYEE BENEFITS		49.00	1 Transactions		
1241	MADISON NATIONAL LIFE INSURANCE C					
97	25-485-000-0000-2050		11.50	LTD PREMIUM PRIME WEST FUND 10/01/2016 10/31/2016		Long Term Disability Payable
	1241 MADISON NATIONAL LIFE INSURANCE C		11.50	1 Transactions		
1360	MINNESOTA MUTUAL					
136	25-485-000-0000-2049		8.50	LIFE PREMIUM PRIME WEST FUND 10/01/2016 10/31/2016		Life Insurance Payable
	1360 MINNESOTA MUTUAL		8.50	1 Transactions		
1874	MN COUNTIES INTERGOVERNMENTAL TI					
118	25-485-000-0000-2045		750.00	MEDICAL PREMIUM PW FUND 10/01/2016 10/31/2016		Health Insurance Payable
	1874 MN COUNTIES INTERGOVERNMENTAL TI		750.00	1 Transactions		
485	DEPT Total:		819.00	COUNTY PUBLIC HEALTH NURSING	4 Vendors	4 Transactions
612	DEPT			SHORELAND-GRANT		
4547	AVESIS THIRD PARTY ADMINISTRATOR:					
53	25-612-000-0000-2044		0.62	VISION PREMIUM SPECIAL REVENUE 11/01/2016 11/30/2016		Vision Insurance Payable
	4547 AVESIS THIRD PARTY ADMINISTRATOR:		0.62	1 Transactions		
1360	MINNESOTA MUTUAL					

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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
137	25-612-000-0000-2049		5.84	LIFE PREMIUM SHORELAND FUND 10/01/2016 10/31/2016		Life Insurance Payable
1360	MINNESOTA MUTUAL		5.84		1 Transactions	
119	1874 MN COUNTIES INTERGOVERNMENTAL TI 25-612-000-0000-2045		36.77	MEDICAL PREMIUM SHORELAND FUND 10/01/2016 10/31/2016		Health Insurance Payable
	1874 MN COUNTIES INTERGOVERNMENTAL TI		36.77		1 Transactions	
612	DEPT Total:		43.23	SHORELAND-GRANT	3 Vendors	3 Transactions
613	DEPT			WATER RESOURCE MANAGEMENT-GRANT		
54	4547 AVESIS THIRD PARTY ADMINISTRATOR'S 25-613-000-0000-2044		1.03	VISION PREMIUM SPECIAL REVENUE 11/01/2016 11/30/2016		Vision Insurance Payable
	4547 AVESIS THIRD PARTY ADMINISTRATOR'S		1.03		1 Transactions	
138	1360 MINNESOTA MUTUAL 25-613-000-0000-2049		9.10	LIFE PREMIUM WATER RESOURCE 10/01/2016 10/31/2016		Life Insurance Payable
	1360 MINNESOTA MUTUAL		9.10		1 Transactions	
120	1874 MN COUNTIES INTERGOVERNMENTAL TI 25-613-000-0000-2045		58.68	MEDICAL PREMIUM WATER RESOURCE 10/01/2016 10/31/2016		Health Insurance Payable
	1874 MN COUNTIES INTERGOVERNMENTAL TI		58.68		1 Transactions	
613	DEPT Total:		68.81	WATER RESOURCE MANAGEMENT-GRANT	3 Vendors	3 Transactions
614	DEPT			WETLANDS ADMINISTRATION-GRANT		
55	4547 AVESIS THIRD PARTY ADMINISTRATOR'S 25-614-000-0000-2044		2.49	VISION PREMIUM SPECIAL REVENUE 11/01/2016 11/30/2016		Vision Insurance Payable
	4547 AVESIS THIRD PARTY ADMINISTRATOR'S		2.49		1 Transactions	
3	6009 INNOVATIVE OFFICE SOLUTIONS LLC 25-614-000-0000-6402		42.52	OFFICE SUPPLIES	IN1358345	Office Supplies

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Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description
						Service Dates	Paid On Bhf #	On Behalf of Name
6009	INNOVATIVE OFFICE SOLUTIONS LLC				42.52		1 Transactions	
1360	MINNESOTA MUTUAL							
139	25-614-000-0000-2049				22.20	LIFE PREMIUM WETLANDS FUND		Life Insurance Payable
						10/01/2016 10/31/2016		
1360	MINNESOTA MUTUAL				22.20		1 Transactions	
1874	MN COUNTIES INTERGOVERNMENTAL TI							
121	25-614-000-0000-2045				139.81	MEDICAL PREMIUM WETLANDS FUND		Health Insurance Payable
						10/01/2016 10/31/2016		
1874	MN COUNTIES INTERGOVERNMENTAL TI				139.81		1 Transactions	
614	DEPT Total:				207.02	WETLANDS ADMINISTRATION-GRANT	4 Vendors	4 Transactions
807	DEPT					DESIGNATED FOR CAPITAL ASSETS		
1174	BRAUN INTERTEC CORPORATION							
61	25-807-000-0000-6610				11,397.75	PREFESSIONAL SERVICES	B073153	Capital - Over \$5,000 (Fixed Assets)
1174	BRAUN INTERTEC CORPORATION				11,397.75		1 Transactions	
3271	CONTEGRITY GROUP							
66	25-807-000-0000-6610				8,005.84	CONSTRUCTION MANAGEMENT FEE	2016152	Capital - Over \$5,000 (Fixed Assets)
62	25-807-000-0000-6610				12,100.00	ON SITE SUPERVISION FEE	2016153	Capital - Over \$5,000 (Fixed Assets)
63	25-807-000-0000-6610				1,800.00	REIMBURSABLES	2016153	Capital - Over \$5,000 (Fixed Assets)
64	25-807-000-0000-6610				450.00	TEMPORARY JOB OFFICE/TRAILER	2016153	Capital - Over \$5,000 (Fixed Assets)
65	25-807-000-0000-6610				331.32	REIMBURSABLES	2016153	Capital - Over \$5,000 (Fixed Assets)
3271	CONTEGRITY GROUP				22,687.16		5 Transactions	
1326	CULLIGAN WATER CONDITIONING							
68	25-807-000-0000-6610				65.35	DRINKING WATER CHARGES	173-10758225-1	Capital - Over \$5,000 (Fixed Assets)
1326	CULLIGAN WATER CONDITIONING				65.35		1 Transactions	
253	LIGHT & POWER COMMISSION							
70	25-807-000-0000-6610				180.58	ELECTRIC	06-811700-00	Capital - Over \$5,000 (Fixed Assets)
						09/01/2016 09/30/2016		
253	LIGHT & POWER COMMISSION				180.58		1 Transactions	
4117	MINI BIFF INC							
74	25-807-000-0000-6610				159.63	PORTA JOHN RENTAL/SERVICE	A-82516	Capital - Over \$5,000 (Fixed Assets)

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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
4117	MINI BIFF INC		159.63		1 Transactions	
807	DEPT Total:		34,490.47	DESIGNATED FOR CAPITAL ASSETS	5 Vendors	9 Transactions
886	DEPT			COUNTY FEEDLOT PROGRAM		
43	1969 ASSURANT EMPLOYEE BENEFITS 25-886-000-0000-2051		44.49	DENTAL PREMIUM 10/01/2016 10/31/2016	C237562	Dental Insurance Payable
	1969 ASSURANT EMPLOYEE BENEFITS		44.49		1 Transactions	
56	4547 AVESIS THIRD PARTY ADMINISTRATOR: 25-886-000-0000-2044		3.05	VISION PREMIUM SPECIAL REVENUE 11/01/2016 11/30/2016		Vision Insurance Payable
	4547 AVESIS THIRD PARTY ADMINISTRATOR:		3.05		1 Transactions	
140	1360 MINNESOTA MUTUAL 25-886-000-0000-2049		29.31	LIFE PREMIUM FEEDLOT FUND 10/01/2016 10/31/2016		Life Insurance Payable
	1360 MINNESOTA MUTUAL		29.31		1 Transactions	
122	1874 MN COUNTIES INTERGOVERNMENTAL TI 25-886-000-0000-2045		1,066.16	MEDICAL PREMIUM FEEDLOT FUND 10/01/2016 10/31/2016		Health Insurance Payable
	1874 MN COUNTIES INTERGOVERNMENTAL TI		1,066.16		1 Transactions	
886	DEPT Total:		1,143.01	COUNTY FEEDLOT PROGRAM	4 Vendors	4 Transactions
25	Fund Total:		472,256.82	SPECIAL REVENUE FUND		42 Transactions

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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
848	DEPT			WIC PEER GRANT		
57	4547 AVESIS THIRD PARTY ADMINISTRATOR: 82-848-000-0000-2044		1.46	VISION PREMIUM SPECIAL REVENUE 11/01/2016 11/30/2016		VISION INSURANCE PAYABLE
	4547 AVESIS THIRD PARTY ADMINISTRATOR:		1.46		1 Transactions	
98	1241 MADISON NATIONAL LIFE INSURANCE C 82-848-000-0000-2050		0.79	LTD PREMIUM CHS FUND 10/01/2016 10/31/2016		LONG TERM DISABILITY PAYABLE
	1241 MADISON NATIONAL LIFE INSURANCE C		0.79		1 Transactions	
141	1360 MINNESOTA MUTUAL 82-848-000-0000-2049		0.65	LIFE PREMIUM CHS FUND 10/01/2016 10/31/2016		LIFE INSURANCE PAYABLE
	1360 MINNESOTA MUTUAL		0.65		1 Transactions	
123	1874 MN COUNTIES INTERGOVERNMENTAL TI 82-848-000-0000-2045		143.85	MEDICAL PREMIUM CHS FUND 10/01/2016 10/31/2016		HEALTH INSURANCE PAYABLE
	1874 MN COUNTIES INTERGOVERNMENTAL TI		143.85		1 Transactions	
848	DEPT Total:		146.75	WIC PEER GRANT	4 Vendors	4 Transactions
853	DEPT			LOCAL PUBLIC HEALTH GRANT		
44	1969 ASSURANT EMPLOYEE BENEFITS 82-853-000-0000-2051		115.00	DENTAL PREMIUM 10/01/2016 10/31/2016	C237562	DENTAL INSURANCE PAYABLE
	1969 ASSURANT EMPLOYEE BENEFITS		115.00		1 Transactions	
149	718 BUERKLE/RHONDA 82-853-000-0000-6121		1,008.00	LPHG GRANT TIME		Personnel Wages
	718 BUERKLE/RHONDA		1,008.00		1 Transactions	
108	1241 MADISON NATIONAL LIFE INSURANCE C 82-853-000-0000-2041		26.80	STD PREMIUM CHS FUND 10/01/2016 10/31/2016		SHORT TERM DISABILITY PAYABLE
99	82-853-000-0000-2050		11.90	LTD PREMIUM CHS FUND 10/01/2016 10/31/2016		LONG TERM DISABILITY PAYABLE

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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
1241	MADISON NATIONAL LIFE INSURANCE C		38.70		2 Transactions	
142	1360 MINNESOTA MUTUAL 82-853-000-0000-2049		102.43	LIFE PREMIUM CHS FUND 10/01/2016 10/31/2016		LIFE INSURANCE PAYABLE
	1360 MINNESOTA MUTUAL		102.43		1 Transactions	
124	1874 MN COUNTIES INTERGOVERNMENTAL TI 82-853-000-0000-2045		1,810.41	MEDICAL PREMIUM CHS FUND 10/01/2016 10/31/2016		HEALTH INSURANCE PAYABLE
	1874 MN COUNTIES INTERGOVERNMENTAL TI		1,810.41		1 Transactions	
853	DEPT Total:		3,074.54	LOCAL PUBLIC HEALTH GRANT	5 Vendors	6 Transactions
854	DEPT			WIC		
58	4547 AVESIS THIRD PARTY ADMINISTRATOR'S 82-854-000-0000-2044		13.58	VISION PREMIUM SPECIAL REVENUE 11/01/2016 11/30/2016		VISION INSURANCE PAYABLE
	4547 AVESIS THIRD PARTY ADMINISTRATOR'S		13.58		1 Transactions	
100	1241 MADISON NATIONAL LIFE INSURANCE C 82-854-000-0000-2050		10.01	LTD PREMIUM CHS FUND 10/01/2016 10/31/2016		LONG TERM DISABILITY PAYABLE
	1241 MADISON NATIONAL LIFE INSURANCE C		10.01		1 Transactions	
143	1360 MINNESOTA MUTUAL 82-854-000-0000-2049		5.65	LIFE PREMIUM CHS FUND 10/01/2016 10/31/2016		LIFE INSURANCE PAYABLE
	1360 MINNESOTA MUTUAL		5.65		1 Transactions	
125	1874 MN COUNTIES INTERGOVERNMENTAL TI 82-854-000-0000-2045		918.15	MEDICAL PREMIUM CHS FUND 10/01/2016 10/31/2016		HEALTH INSURANCE PAYABLE
	1874 MN COUNTIES INTERGOVERNMENTAL TI		918.15		1 Transactions	
854	DEPT Total:		947.39	WIC	4 Vendors	4 Transactions
862	DEPT			SHIP		

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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
60	5576 BACHMAN/MARY		980.00	SHIP GRANT TIME		Personnel Wages
	82-862-000-0000-6121					
	5576 BACHMAN/MARY		980.00		1 Transactions	
862	DEPT Total:		980.00	SHIP	1 Vendors	1 Transactions
866	DEPT			EMERGENCY PREPAREDNESS TO BIOTER		
45	1969 ASSURANT EMPLOYEE BENEFITS		49.00	DENTAL PREMIUM	C237562	DENTAL INSURANCE PAYABLE
	82-866-000-0000-2051			10/01/2016 10/31/2016		
	1969 ASSURANT EMPLOYEE BENEFITS		49.00		1 Transactions	
59	4547 AVESIS THIRD PARTY ADMINISTRATOR		26.32	VISION PREMIUM SPECIAL REVENUE		VISION INSURANCE PAYABLE
	82-866-000-0000-2044			11/01/2016 11/30/2016		
	4547 AVESIS THIRD PARTY ADMINISTRATOR		26.32		1 Transactions	
109	1241 MADISON NATIONAL LIFE INSURANCE C		45.50	STD PREMIUM CHS FUND		SHORT TERM DISABILITY PAYABLE
	82-866-000-0000-2041			10/01/2016 10/31/2016		
	1241 MADISON NATIONAL LIFE INSURANCE C		45.50		1 Transactions	
144	1360 MINNESOTA MUTUAL		27.56	LIFE PREMIUM CHS FUND		LIFE INSURANCE PAYABLE
	82-866-000-0000-2049			10/01/2016 10/31/2016		
	1360 MINNESOTA MUTUAL		27.56		1 Transactions	
126	1874 MN COUNTIES INTERGOVERNMENTAL TI		1,040.00	MEDICAL PREMIUM CHS FUND		HEALTH INSURANCE PAYABLE
	82-866-000-0000-2045			10/01/2016 10/31/2016		
	1874 MN COUNTIES INTERGOVERNMENTAL TI		1,040.00		1 Transactions	
866	DEPT Total:		1,188.38	EMERGENCY PREPAREDNESS TO BIOTI	5 Vendors	5 Transactions
82	Fund Total:		6,337.06	COMMUNITY HEALTH SERVICE		20 Transactions

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86 TRUST & AGENCY 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
930	DEPT			VICTIMS ASSISTANCE PROGRAM-LOCAL		
	7612 MCLEOD ALLIANCE FOR VICTIMS					
150	86-930-000-0000-6850		361.81	3RD QTR 2016 VA PROGRAM		Collections For Other Agencies
	7612 MCLEOD ALLIANCE FOR VICTIMS		361.81	1 Transactions		
930	DEPT Total:		361.81	VICTIMS ASSISTANCE PROGRAM-LOC.	1 Vendors	1 Transactions
975	DEPT			DNR CLEARING ACCOUNT		
	509 MINNESOTA DNR					
83	86-975-000-0000-6850		355.50	DNR		Collections For Other Agencies
	509 MINNESOTA DNR		355.50	10/18/2016 10/24/2016 1 Transactions		
975	DEPT Total:		355.50	DNR CLEARING ACCOUNT	1 Vendors	1 Transactions
976	DEPT			GAME & FISH CLEARING ACCOUNT		
	509 MINNESOTA DNR					
82	86-976-000-0000-6850		116.00	G & F		Collections For Other Agencies
	509 MINNESOTA DNR		116.00	10/18/2016 10/24/2016 1 Transactions		
976	DEPT Total:		116.00	GAME & FISH CLEARING ACCOUNT	1 Vendors	1 Transactions
86	Fund Total:		833.31	TRUST & AGENCY FUND		3 Transactions



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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		
7	125 MINNESOTA DEPARTMENT OF REVENUE 87-980-000-0000-6850		725,492.21	50% STATE GENERAL TAX		Collections For Other Agencies
	125 MINNESOTA DEPARTMENT OF REVENUE		725,492.21		1 Transactions	
11	5845 SCHOOL DISTRICT OF BLH 2159 87-980-000-0000-6849		17,071.63	50% ESTIMATED TAX SETTLEMENT		Collections For School Districts
	5845 SCHOOL DISTRICT OF BLH 2159		17,071.63		1 Transactions	
12	494 SCHOOL DISTRICT OF GFW 2365 87-980-000-0000-6849		10,408.21	50% ESTIMATED TAX SETTLEMENT		Collections For School Districts
	494 SCHOOL DISTRICT OF GFW 2365		10,408.21		1 Transactions	
14	1576 SCHOOL DISTRICT OF GSL 2859 87-980-000-0000-6849		519,834.51	50% ESTIMATED TAX SETTLEMENT		Collections For School Districts
	1576 SCHOOL DISTRICT OF GSL 2859		519,834.51		1 Transactions	
13	492 SCHOOL DISTRICT OF HLWW 2687 87-980-000-0000-6849		232,954.98	50% ESTIMATED TAX SETTLEMENT		Collections For School Districts
	492 SCHOOL DISTRICT OF HLWW 2687		232,954.98		1 Transactions	
8	488 SCHOOL DISTRICT OF HUTCHINSON 04 87-980-000-0000-6849		1,313,948.83	50% ESTIMATED TAX SETTLEMENT		Collections For School Districts
	488 SCHOOL DISTRICT OF HUTCHINSON 04		1,313,948.83		1 Transactions	
9	489 SCHOOL DISTRICT OF LESTER PRAIRIE C 87-980-000-0000-6849		157,105.68	50% ESTIMATED TAX SETTLEMENT		Collections For School Districts
	489 SCHOOL DISTRICT OF LESTER PRAIRIE C		157,105.68		1 Transactions	
10	493 SCHOOL DISTRICT OF LITCHFIELD 0465 87-980-000-0000-6849		172.87	50% ESTIMATED TAX SETTLEMENT		Collections For School Districts
	493 SCHOOL DISTRICT OF LITCHFIELD 0465		172.87		1 Transactions	
980	DEPT Total:		2,976,988.92	TAX COLLECTIONS	8 Vendors	8 Transactions
87	Fund Total:		2,976,988.92	TAX & PENALTY FUND		8 Transactions
	Final Total:		3,721,031.36		113 Vendors	154 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	87,429.88	GENERAL REVENUE FUND	
	3	25,654.04	ROAD & BRIDGE FUND	
	5	51,910.88	SOLID WASTE FUND	
	11	99,620.45	HUMAN SERVICE FUND	
	25	472,256.82	SPECIAL REVENUE FUND	
	82	6,337.06	COMMUNITY HEALTH SERVICE	
	86	833.31	TRUST & AGENCY FUND	
	87	2,976,988.92	TAX & PENALTY FUND	
	All Funds	3,721,031.36	Total	Approved by,
			
			

SHARED SERVICES/INCOME AGREEMENT

WHEREAS, McLeod County Public Health (hereinafter CONTRACTOR) is a public agency; and

WHEREAS, the Southwestern Minnesota Adult Mental Health Consortium (hereinafter PURCHASER) is a Consortium arising by reason of a joint power agreement made and entered by and between the counties of Rock, Nobles, Jackson, Pipestone, Cottonwood, Redwood, Yellow Medicine, Renville, McLeod, Lac Qui Parle, Chippewa, Big Stone, Swift, Kandiyohi, Meeker, and Lincoln, Lyon, and Murray collectively, the "counties" and individually, a "county," pursuant to Minnesota Statutes, Section 471.59, the Joint Powers Act, each of the parties have been duly authorized to enter into this Agreement by its respective Board of County Commissioners; and

WHEREAS, the PURCHASER is a certified Adult Rehabilitation Mental Health Services (ARMHS)

WHEREAS, the CONTRACTOR has experienced and skilled mental health staff resources that are qualified to provide Medication Education to meet ARMHS criteria.

WHEREAS, the PURCHASER has agreed to bill Minnesota Medical Assistance for ARMHS Medication Education services provided by CONTRACTOR staff; and

NOW, THEREFORE IT IS AGREED:

I. GUIDELINES AND RELATIONSHIPS TO CONTRACTOR STAFF:

A. RECRUITMENT AND SELECTION:

All employees assigned to the PURCHASER from CONTRACTOR will remain Contractor employees. The CONTRACTOR shall be responsible for all initial and replacement employees when vacancies occur. The PURCHASER reserves the right to decide whether vacancies will be filled by CONTRACTOR or another qualified entity. The PURCHASER may request that staff with certain specified qualifications that meet ARMHS criteria be assigned, but final decision of which staff and classifications rests with CONTRACTOR. CONTRACTOR shall have final responsibility of recruitment and selection. CONTRACTOR will offer the PURCHASER participation in the recruitment and selection process.

B. SUPERVISION OF STAFF:

The administrative supervision of the CONTRACTOR staff will remain with the CONTRACTOR. Administrative supervision includes establishing budget parameters, position classifications, salary and benefits, CONTRACTOR mandatory training and competencies, hours of work, all leave policies and procedures, overtime, comp time, on-call, flex time, time records, and CONTRACTOR-related communications, promotions, achievement awards, performance reviews, discipline, assuring certification and licensure as applicable, termination, workers compensation, professional liability, administrative policies and procedures, administering labor contracts and mediating and adjusting grievances, assuring appropriate license/automobile insurance, coordination of work, changes in classifications, work area designation, paycheck process, payment of staff transportation costs and the billing of those costs. CONTRACTOR looks at administrative supervision as a partnership and will establish a regular formal communication process with the PURCHASER for ongoing input.

II. DUTIES OF PURCHASER:

- A. PURCHASER agrees to enroll as a Medical Assistance provider of ARMHS services, comply with Medical Assistance policies and procedures and fulfill the requirements described in the Department of Human Services' Provider Criteria.

shall be entitled to billing revenues as specified for work or services satisfactorily performed through the effective date of cancellation.

VII. AUTHORIZED AGENTS:

CONTRACTOR's authorized agent for purposes of this agreement is the Chair of the County Board of Commissioners, McLeod County and the Director of McLeod County Public Health. PURCHASER's authorized agent for purposes of this contract is the Chair and Secretary/Treasurer of the PURCHASER Governing Board. Each authorized agent shall have authority to accept the services of the other party and shall have responsibility to ensure that all payments due to the other party are paid pursuant to the terms of this agreement.

VIII. ASSIGNMENTS:

Neither CONTRACTOR nor PURCHASER shall assign or transfer any rights or obligations under this contract without the prior written consent of the other party.

IX. AMENDMENTS:

Any amendments to this agreement shall be in writing, and shall be executed as an amendment to this contract.

X. INFORMATION PRIVACY:

For purposes of executing its responsibilities and to the extent set forth in this contract, the PURCHASER will be considered part of the "welfare system," as defined in Minnesota Statutes §13.46, subdivision 1. The PURCHASER'S employees and agents will have access to private or confidential data maintained by the CONTRACTOR to the extent necessary to carry out CONTRACTOR'S and PURCHASER'S respective responsibilities under this contract. *The PURCHASER agrees to comply with all relevant requirements of the Minnesota Government Data Practices Act (hereinafter "Data Practices Act," Minnesota Statutes, Chapter 13) in receiving services under this contract.* The Chair of the PURCHASER Governing Board (PURCHASER'S employee or agent) or his/her successor is the responsible authority in charge of all data collected, used, or disseminated by the PURCHASER in connection with the performance of this contract. The Executive Director (CONTRACTOR'S employee or agent) or his/her successor is the responsible authority in charge of all data collected, used, or disseminated by the CONTRACTOR in connection with the performance of this contract. See Minnesota Statutes section 13.46, subdivision 10.

Duty to ensure proper handling of data: PURCHASER and CONTRACTOR shall be responsible for training their respective employees who are authorized to access and use the data collected under the terms and for the purposes specified in this contract. This responsibility includes ensuring that staff are properly trained regarding:

- The Minnesota Government Data Practices Act (MGDPA), Minnesota Statutes Chapter 13, and in particular, §13.46 ("welfare data");
- The Minnesota Medical Records Act, Minn. Stat. §144.335;
- Federal law and regulations that govern the use and disclosure of substance abuse treatment records, 42 USCS § 290dd-2 and 42 CFR § 2.1 to § 2.67;
- The Health Insurance Portability Accountability Act ("HIPAA"), 45 CFR Parts 160 and 164 (if applicable); and
- Any other applicable Contractor and federal statutes, rules, and regulations affecting the collection, storage, use and dissemination of private or confidential information.

Minimum necessary access to data:

The PURCHASER and CONTRACTOR shall comply with the "minimum necessary" access and disclosure standards set forth in the Data Practices Act. The dissemination of "private" and/or "confidential" data on individuals is limited to "that necessary for the administration and management of programs specifically

authorized by the legislature or local governing body or mandated by the federal government.” See Minnesota Statutes, §13.05, subd. 3.

PURCHASER and CONTRACTOR shall:

- (1) Not use or further disclose “private and/or confidential data” other than as permitted or required by this Contract or as required by law;
- (2) Use appropriate safeguards to prevent use or disclosure of the information by its employees other than as provided for by this contract;
- (3) Report any use or disclosure of the information not provided for by this contract of which it becomes aware;
- (4) Consistent with this contract, ensure that any agents (including contractors and subcontractors), analysts, and others to whom it provides private or confidential data, agree to be bound by the same restrictions and conditions that apply to them with respect to such information;
- (5) Upon completion, expiration or termination of this Agreement, the PURCHASER will return or destroy all protected information received from the CONTRACTOR, unless return or destruction is not feasible. If return or destruction is not feasible, PURCHASER will extend the protections of this contract to the information collected during the course of this contract.

Release of data

No private or confidential data created, collected, received, stored, used, maintained or disseminated in the course or performance of this contract will be disseminated except as authorized by statute, either during the period of this contract or hereafter. If the PURCHASER is independently required to comply with any requirements of the Minnesota Government Data Practices Act or the privacy provisions of the Health Insurance Portability Accountability Act (“HIPAA,” 45 CFR §§160 and 164), the PURCHASER acknowledges that the CONTRACTOR will not be liable for any violation of any provision of either Act indirectly or directly arising out of, resulting from, or in any manner attributable to actions of the PURCHASER or its employees or agents.

X. INDEMNITY:

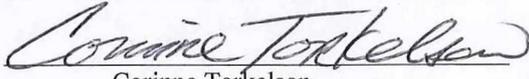
The CONTRACTOR does hereby agree that it will at all times hereafter, during the existence of this agreement, indemnify and hold harmless the PURCHASER from any and all auto and general liability, loss, damages, costs, or expenses which may be claimed against the PURCHASER or CONTRACTOR: 1) by reason of any service recipient’s suffering personal injury, death, or property loss or damage either while on premises or in any vehicle owned, operated, leased, chartered, or otherwise contracted for by the CONTRACTOR or any officer, agent, or employee thereof; or 2) by reason of any service recipient’s causing injury to, or damage to, the property of another person during any time when the CONTRACTOR or any officer, agent, or employee thereof has undertaken or is furnished the care and service provided pursuant to this agreement.

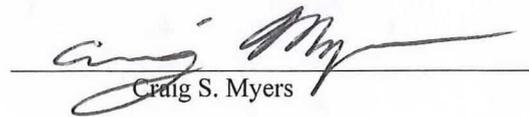
IN WITNESS WHEREOF, the parties have caused this Contractual Agreement to be duly executed intending to be bound thereby.

APPROVED:

**SOUTHWESTERN MINNESOTA
ADULT MENTAL HEALTH CONSORTIUM**

McLeod County

By: 
Corinne Torkelson
Title: Board Chair
Date: 10/14/16

By: 
Craig S. Myers
Title: Secretary/Treasurer
Date: _____

By: _____
Title: Director-Public Health
Date: _____

2017
Contract for Registered Nursing Services
McLeod Treatment Programs

McLeod Treatment Programs and McLeod County Public Health Nursing hereby enter into this agreement to provide health care services to McLeod Treatment Programs (MTP) from January 1, 2017 to December 31, 2017 in accordance with the conditions outlined below:

A. Responsibilities of McLeod County Public Health Nursing:

1. McLeod County Public Health Nursing shall have on file documentation of credentials, current licensure, and satisfaction of qualifications of Registered Nurses.
2. McLeod County Public Health Nursing shall have on file proof of professional liability insurance coverage and shall disclose this information to MTP upon request.
3. Fulfill all requirements of MN Statute 144.057 (applicant background study).
4. Adhere to all MN Statutes regarding Maltreatment to Minors, Vulnerable Adults, and Mandatory Reporting Laws.
5. Provide MTP with protocol to contact the nurse for medication consultation and training.
6. Provide consultation and review of each MTP program's administration of medications at least monthly (average 2-4 hrs/wk) including a) review of medication procedures and policies; b) medication problems including errors and refusals; c) monitoring medication effects, side effects, contraindications; d) medication storage and inventory procedures; e) medication verification procedures; f) medication disposal procedures (the RN Contractor will be responsible for proper disposal of medications); g) documentation procedures and h) staff consultation. The RN Contractor will conduct an on-site consultation and review at each facility as agreed upon by MTP and RN Contractor.
7. The following will be reviewed by the RN Contractor at least annually: a) standing orders (in conjunction with the MTP Contracted Medical Consultant); b) MTP medication administration policy and necessary revisions including RN Contractor signature on policy.
8. Nurse(s) will communicate the need for specific supply items to MTP Program Manager.
9. Nurses will refer non-nursing problems, which have not already been addressed by others, to the appropriate resources.
10. Health Service policies shall be abided by in all respects, including written consent for data privacy, consent for medical treatment, and consent for release of information.
11. Nurses will make recommendations regarding special dietary and exercise needs of residents depending on their medical condition (diabetic diet, exercise, food allergies, or food contraindications) as requested.
12. Nurse(s) will prepare written documentation to Program Manager on weekly consultation content, hours of service, and questions/concerns.
13. Provide medication administration training to all MTP staff (1-2 times per year as MTP needs dictate for 4 hours each) and one-two (1 hour) medication refresher courses and provide certificates of completion to each MTP staff member attending.
14. Provide blood borne pathogens/infectious diseases training to all McLeod Treatment Programs, Inc. staff (1-2 times per year for 1.5 hours) and provide certificates of completion to each MTP staff member attending.
15. Provide child passenger safety training to all McLeod Treatment Programs, Inc. staff (1-2 times per year for 3 hours) and provide certificates of completion to each MTP staff member attending.
16. With prior approval of MTP management, offer health teaching to staff as need arises (diabetic instruction, nutrition, medication side effects, etc.).

17. Provide MTP management with training protocol 1 week prior to training.
18. Registered nurses of McLeod County Public Health Nursing Service will attend training on the procedures of MTP. It is the responsibility of MTP to provide this training.
19. Keep all information gained as a result of contact with MTP, residents or staff confidential and private.
20. Provide services within budget of \$10,509.66. This budget for 2017 includes cost for medication consultation and review (\$9,587.76) and medication administration, blood borne pathogens/infectious diseases and child passenger safety training (\$921.90).
21. Submit a detailed billing by the 10th day of each month for services provided the previous month.

B. Expectations of McLeod Treatment Programs:

1. Provide a private area of the residence to keep records and supplies.
2. Provide staff with necessary and appropriate equipment to perform their duties such as scale, stethoscope, sphygmomanometer, thermoscan thermometer, and usual and customary first aid equipment (tongue blades, alcohol wipes, tweezers, band aids, 1st aid cream, etc.), blood borne pathogen equipment with safety storage area.
3. MTP staff will be available to assist the nurse(s) and will maintain a safe work environment for the nurse(s).
4. Have available to the nurse any past history or records of residents that are relevant to his mental/medical health.
5. Have parent/guardian-sign the appropriate releases for access to information and medical consent.
6. MTP staff will be responsible for administering all medication and will communicate with the nurse(s) any medication that a resident is receiving and inform the nurse(s) of medication changes on a weekly basis.
7. MTP staff shall be responsible for following through on a recommendation or for making an arrangement in the event that a referral is made by the nurse. Findings should be communicated back to the nurse and documented on the resident's record.
8. MTP staff is responsible for providing transportation in the event that a referral is made.
9. MTP will have available to staff a Medical Consultant for consultation.
10. Provide educational opportunities, which will expand knowledge of nurses especially in the MTP population.
11. Provide administrative supervision and evaluation of RN contract services.
12. Inform McLeod County Public Health Nursing of any changes in licensure or policy that may affect RN Contractors services and contract.
13. Monitor and evaluate RN Contract budget, not to exceed \$10,509.66 for 2016.
14. Reimburse the registered nurse at \$61.46 per hour for all services.
15. Remit contract fee within 30 days of receipt of the billing.
16. MTP will provide training to nurses of McLeod County Public Health Nursing Services in the procedures of MTP that pertain to medical concerns, release of information procedures, and parental contact.

- 17. McLeod Treatment Program, Inc. provides assurances to the Public Health Nursing service that it will comply with the Health Insurance Portability and Accountability Act (HIPAA) requirements necessary to protect individual identifying health information (IIHI). Use and disclosure will require that all IIHI be:
 - * Appropriately safeguarded
 - * Any misuse of IIHI will be reported to the Public Health Nursing Service
 - * Secure satisfactory assurances from any subcontractor
 - * Grant individual clients/parents/legal guardians access and ability to amend their IIHI
 - * Make available an accounting of disclosures: release applicable records to the Department of Health or Department of Human Services if requested and
 - * Upon termination, return or destroy all IIHI in accordance with conventional record destruction practices.

C. Joint Responsibilities of Nursing and MTP:

- 1. Plan and coordinate health problems and concerns of all parties, including what may be feasible for resident's health care.
- 2. Jointly evaluate the services provided annually.

D. Terms of Contract:

- 1. This contract shall be effective on January 1, 2017 and shall remain in effect until December 31, 2017 or until canceled or terminated as provided herein.

E. Conditions of the parties' obligations:

- 1. This agreement may be canceled by either party at any time, with or without cause, upon thirty (30) day notice, in writing, delivered by mail or in person to the other party. In the event of such a notice, Public Health Nursing shall be entitled to payment for services and duties satisfactory performed.
- 2. Sixty (60) days prior to the termination date specified in this agreement, MTP may evaluate the performance of the Nursing Services in regard to the terms of this agreement to determine whether such performance merits renewal of this agreement.
- 3. No claim for service furnished by the RN Contractors, not specifically provided in the agreement, will be allowed by MTP unless the service is approved in writing by MTP. Such approval shall be considered to be a modification of or addendum to the agreement

Approved as to Form and Execution:

Dated:

Attorney – McLeod County

Administrator – McLeod County

Chair - McLeod County Board

Director - McLeod County Public Health

Shirley A. Brown

Chair - McLeod Treatment Programs Board

10/17/16

Jason A. Brown

Executive Director - McLeod Treatment Programs

10/17/2016

651-653-6175 main
612-581-2380 cell
651-653-6174 fax

mike@bownikappraisals.net



Michael A. Bownik, MAI
President

4505 White Bear Parkway
Suite 1300
White Bear Lake, MN 55110

November 1, 2016

Ms. Sue Schulz, SAMA
McLeod County Assessor
2383 Hennepin Avenue South
Glencoe, MN 55336

RE: Agreement for Appraisal Services
Market Value Appraisal for Ad Valorem Property Tax Purposes
Menards Store
1525 Montreal Street Southeast
Hutchinson, MN

Dear Ms. Schulz:

Thank you for the opportunity to present this proposal to provide appraisal services on the above-referenced property. Attached for reference are my current professional qualifications, appraisal license and company brochure.

Please find the enclosed Agreement for Appraisal Services. If this agreement meets with your satisfaction, please indicate your acceptance by signing the document and returning the original to my attention. If there are any questions on this agreement, please call to discuss.

Time is of the essence in consummating this agreement given delivery of the appraisal is required on or before January 17, 2017.

Respectfully submitted,

MICHAEL BOWNIK APPRAISALS, INC.

Michael A. Bownik, MAI
President
Minnesota Certified General Real Property Appraiser #4002545



AGREEMENT FOR APPRAISAL SERVICES

DATE OF AGREEMENT: 11/1/2016

PARTIES TO AGREEMENT:

Client:

McLeod County

Appraiser:

Michael Bownik Appraisals, Inc.

Client hereby engages Appraiser to complete an appraisal assignment as follows:

PROPERTY IDENTIFICATION

Menards store at 1525 Montreal Street Southeast, Hutchinson, MN; McLeod County PID no. 23-237-0040; note this proposal does not include the vacant land in front or west of the Menards store under PID no. 23-237-0030

PROPERTY TYPE

Home improvement retail store of a reported 158,400 square feet, situated on a site of a reported 19 acres

INTEREST VALUED

Fee simple estate

INTENDED USERS

Client only (and tax court if required)

FUNCTION AND INTENDED USE

To provide a supported conclusion of market value of the stated property for ad valorem property tax purposes

TYPE OF VALUE

Market value as defined in Title 12 of the Code of Federal Regulations pertaining to the Comptroller of the Currency, Department of the Treasury (or other suitable definition)

DATE OF VALUE

January 2, 2013 for payable 2014; January 2, 2014 for payable 2015; and January 2, 2015 for payable 2016

EXISTING/AS IS VERSUS PROPOSED IMPROVEMENTS

This property appraised is the improvements as they existed on the retrospective valuation dates.

EXTRAORDINARY ASSUMPTIONS AND, OR HYPOTHETICAL CONDITIONS

None are anticipated

ADDITIONAL VALUE OTHER THAN REAL PROPERTY

The scope of work does not address any additional value such as may be related to personal property, fixtures, business enterprise, financing terms, tax credits, etc.

APPLICABLE REQUIREMENTS OTHER THAN THE UNIFORM STANDARDS OF PROFESSIONAL APPRAISAL PRACTICE (USPAP)

None

ANTICIPATED SCOPE OF WORK

Property viewing

A thorough viewing of the interior and exterior of the building is planned, along with a viewing of the land and site improvements.

Highest and best use analysis

Based on an analysis of legally permissible, physically possible, and financially feasible uses, indicating the maximally productive and highest and best use

Valuation approaches utilized

All three valuation approaches are anticipated to be utilized, which are the Cost Approach, Sales Comparison Approach and Income Approach.

TYPE OF REPORT

Appraisal Report in written format per Standard 2-2(a) of the 2016-2017 Uniform Standards of Professional Appraisal Practice

DELIVERY DATE

On or before January 17, 2017, as specified by the client

FEE FOR SERVICES (Excluding the fee for any time investment related to preparation for and participation in a tax court hearing)

\$12,850 total, which is divisible into the fee for the base tax year of 2014 of \$9,850 and \$1,500 each for the additional tax years 2015 and 2016

FORM OF DELIVERY

Includes the report as a PDF and up to three original hard copies

CHARGE FOR ADDITIONAL HARD COPIES

\$125 for each additional hard copy, plus delivery charge as applicable

RETAINER

This agreement is not subject to a retainer.

PAYMENT DUE DATE

Expected within 30 days of the date the results of the appraisal are delivered to client

PENALTY FOR LATE PAYMENT OF FEE

Enacted at the discretion of Appraiser, with interest on an overdue account at an annual rate of 18% or the maximum rate allowed by law

CHANGES TO AGREEMENT

Any changes to the assignment as outlined in this Agreement shall necessitate a new Agreement or Amendment to Agreement. The identity of the client, intended users, or intended use; the date of value; type of value; or property appraised cannot be changed without a new Agreement.

CANCELLATION

Client may cancel Agreement at any time prior to the Appraiser's delivery of the Appraisal Report upon written notification to the Appraiser. Client shall pay Appraiser for work completed on assignment prior to Appraiser's receipt of written cancellation notice. The cancellation process is subject to a minimum 25% of the fee to compensate the Appraiser for potential unproductive time until a replacement assignment is secured.

WHEN APPRAISER'S OBLIGATIONS ARE COMPLETE

Appraiser's obligations pursuant to this Agreement are complete when the Appraisal Report in the form specified in this Agreement is delivered to Client pursuant to this agreement. Appraiser agrees to be responsive to Client's legitimate inquiries regarding the contents of the Appraisal after delivery. Furthermore, the appraisers obligations are extended to the tax court process, as required.

CONTACT FOR PROPERTY ACCESS AND, OR PROPERTY INFORMATION

To be provided by client

INFORMATION AND ITEMS NEEDED FOR THE APPRAISAL PROCESS

Client shall provide all pertinent and available information and items in their possession for consideration in the appraisal process.

SERVICES NOT PROVIDED

The scope of work and fees set forth in this Agreement apply to the appraisal services rendered by Appraiser as set forth in this Agreement. Unless otherwise specified herein, Appraiser's services for which the fees in this Agreement apply, shall not include meetings with persons other than Client or Client's agents or professional advisors; Appraiser's deposition(s) or testimony before judicial, arbitration or administrative tribunals; or any preparation associated with the foregoing. Any additional services performed by Appraiser not set forth in this Agreement will be performed on terms and conditions set forth in an amendment to this Agreement, or in a separate Agreement.

TESTIMONY AT COURT OR OTHER PROCEEDINGS

Given the function of this appraisal for ad valorem property tax purposes, the appraiser's assignment pursuant to this Agreement shall potentially include the Appraiser's participation in or preparation for, whether voluntarily or pursuant to subpoena, any oral or written discovery, sworn testimony in a judicial, arbitration or administrative proceeding, or attendance at any judicial, arbitration, or administrative proceeding relating to this assignment.

Should Appraiser be legally obligated or agree to testimony at court or other proceedings, the fee for services is based on time expended and any related costs incurred. Time expended includes preparation, correspondence, travel, meetings, discussions, expert witness testimony, etc. The current fee for time expended in preparation for court testimony is \$200 per hour, which is subject to increase over time. The current fee for time expended in court testimony is \$285 per hour, which is subject to increase over time. The minimum fee for any appearance in court or at any other proceedings is based on one-half day, equating to \$1,140.

ENVIRONMENTAL CONTAMINATION

The scope of work excludes consideration of the influence of any environmental contamination on value.

AMERICANS WITH DISABILITIES ACT

The scope of work excludes consideration of the influence of the Americans With Disabilities Act on value.

CONFIDENTIALITY

Appraiser shall not provide a copy of the written Appraisal Report to, or disclose the results of the appraisal prepared in accordance with this Agreement with, any party other than Client, unless Client authorizes, except as stipulated in the Confidentiality Section of the ETHICS RULE of the Uniform Standards of Professional Appraisal Practice (USPAP).

NO THIRD PARTY BENEFICIARIES

Nothing in this Agreement shall create a contractual relationship between the Appraiser or the Client and any third party, or any cause of action in favor of any third party. This Agreement shall not be construed to render any person or entity a third party beneficiary of this Agreement, including, but not limited to, any third parties identified herein.

USE OF EMPLOYEES OR INDEPENDENT CONTRACTORS

Appraiser may use employees or independent contractors at Appraiser's discretion to complete the assignment, unless otherwise agreed by the parties. Notwithstanding, Appraiser shall sign the written Appraisal Report and take full responsibility for the services provided as a result of this Agreement.

APPRAISER INDEPENDENCE

Appraiser cannot agree to provide a value opinion that is contingent on a predetermined amount. Appraiser cannot guarantee the outcome of the assignment in advance. Appraiser cannot insure that the opinion of value developed as a result of this Assignment will serve to facilitate any specific objective by Client or others or advance any particular cause. Appraiser's opinion of value will be developed competently and with independence, impartiality and objectivity.

SEVERABILITY

In the event any provision of this Agreement shall be determined void or unenforceable by any court of competent jurisdiction, then such determination shall not effect any other provision of this Agreement and all such other provisions shall remain in full force and effect.

CLIENT'S REPRESENTATIONS AND WARRANTIES

Client represents and warrants to Appraiser that (1) Client has all right, power and authority to enter into this Agreement; (2) Client's duties and obligations under this Agreement do not conflict with any other duties or obligations assumed by Client under any agreement between Client and any other party; and (3) Client has not engaged Appraiser, nor will Client use Appraiser's Appraisal Report, for any purposes that violate any federal, state or local law, regulation or ordinance or common law.

GOVERNING LAW & JURISDICTION

The interpretation and enforcement of this Agreement shall be governed by the laws of the state in which the Appraiser's principal place of business is located, exclusive of any choice of law rules.

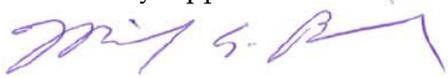
EXTENT OF AGREEMENT

This Agreement represents the entire and integrated agreement between the Client and Appraiser and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by a written instrument signed by both Client and Appraiser.

EXPIRATION OF AGREEMENT

This Agreement is valid only if signed by both Appraiser and Client within 10 business days of the Date of Agreement specified.

By Appraiser:



(Signature)

Michael A. Bownik

(Printed Name)

Michael Bownik Appraisals, Inc.

(Entity)

President

(Title/Position)

November 1, 2016

(Date)

By Client:

(Signature)

(Printed Name)

(Entity)

(Printed Name)

(Date)

APPRAISER QUALIFICATIONS

Michael A. Bownik, MAI



The appraisal career of Mr. Bownik spans over thirty years dating to 1984. He is currently the President of Michael Bownik Appraisals, Inc. This enterprise began in 2009 as an avenue for continued high quality commercial real estate appraisal and consulting services.

Mr. Bownik was previously a partner with The Valuation Group and prior to this, was co-manager of the Appraisal/Consultation Services Division of Colliers Towle Real Estate.

Appraisal and consulting experience was also developed during periods with Bettendorf Rohrer Knoche and Wall, O.J. Janski and Associates, and Fruen Appraisal Company. In addition to fee appraisal, varied professional experience was gained through positions as a commercial real estate mortgage review appraiser and underwriter with TCF Bank Savings, and as a review appraiser with the Resolution Trust Corporation.

Extensive professional experience and educational training contribute to a diverse valuation practice involving a multitude of property types. Appraisal and consultation services have been completed for a wide variety of functions such as financing, condemnation, estate planning, buy or sell decisions, marriage dissolution, property tax assessments, lease negotiations, etc. Professional experience includes expert witness testimony in condemnation proceedings before court-appointed commissioners.

Education **Bachelor of Science in Real Estate** with emphasis in appraisal from St. Cloud State University, St. Cloud, Minnesota (1984)

Appraisal Core Courses – Appraisal Institute

Standards of Professional Practice A & B	Case Studies in Real Estate Valuation
Real Estate Appraisal Principles	Report Writing and Valuation Analysis
Basic Valuation Procedures	Business Ethics and Practices
Capitalization Theory Parts A & B	

Continuing Education Courses and Seminars – Appraisal Institute

Minnesota Supervisor/Trainee Appraiser (2015)
 Appraisal Curriculum (2009)
 Introduction to Green Buildings (2009)
 Business Practices and Ethics (2007, 2011 & 2014)
 Uniform Standards for Federal Land Acquisitions (2007)
 Real Estate Finance, Value and Investment Performance (2006)
 Uniform Standards of Professional Appraisal Practice Update (every two years, 2004-2016)
 Real Estate Trends Seminar (2000, 2002, 2004-2011 and 2013-2016)
 Subdivision Valuation (2006)
 Separating Real and Personal Property From Intangible Business Assets (2003)
 Scope of Work (2003); Highest and Best Use (2000)

APPRAISER QUALIFICATIONS (CONTINUED)

Michael A. Bownik, MAI



License, Membership and Professional Involvement

Certified General Real Property Appraiser – State of Minnesota; License # 4002545
 Designated Member No. 9773 of the Appraisal Institute
 Member of the St. Cloud State Real Estate Alumni Association
 Board of Directors, Appraisal Data Network (2-year term: 2004-05)
 Chapter General Education Committee – Appraisal Institute (2002)
 Board of Directors, Metro Minnesota Chapter of the Appraisal Institute (1998-00)
 Chair of Chapter Admissions Committee – Appraisal Institute (1996-98)
 Chapter Experience Review Committee – Appraisal Institute (1993-95)
 Chapter Representative – Young Advisory Council of the Appraisal Institute (1993)

Representative Client List

Anchor Bank	Minnesota Attorneys General
Aspen Equipment	Minnesota Department of Administration
Bank Mutual	Minnesota Department of Natural Resources
BMO Harris Bank	Minnesota Department of Transportation
Bolton & Menk	Model Cities
Bridgewater Bank	North Star Bank
Central Bank	Peoples Bank of Commerce
Central Pediatrics	PepsiCo
City of Fergus Falls	Road Machinery & Supplies
City of Hutchinson	Robin Drug Corporation
City of Jackson	Security Bank of Waconia
City of St. Paul	State Bank of Maple Plain
City of St. Paul Park	Substance Church
Community Resource Bank	Sunrise Banks
Drake Bank	Tegra Group
Engineering America	U.S. Bank
Evangelical Lutheran Church in America	U.S. Federal Credit Union
Great River Energy	U.S. General Services Administration
Hennepin County	Venture Bank
Highland Bank	Wells Fargo Bank
Huntington Bank	Westcare Foundation
Johnson Bank	Western Bank
Metropolitan Council	WR Medical Electronics
Metro Transit	

Appraisal License – State of Minnesota

STATE OF MINNESOTA



Department of Commerce

MICHAEL A BOWNIK
12990 FIONA ROAD
HUGO, MN 55038

The Undersigned **COMMISSIONER OF COMMERCE** for the State of Minnesota hereby certifies that
MICHAEL A BOWNIK

12990 FIONA ROAD
HUGO, MN 55038

has complied with the laws of the State of Minnesota and is hereby licensed to transact the business of

Resident Appraiser : Certified General

License Number: 4002545

unless this authority is suspended, revoked, or otherwise legally terminated. This license shall be in effect until August 31, 2018.

IN TESTIMONY WHEREOF, I have hereunto set my hand this October 02, 2016.

A handwritten signature in cursive script that reads "Mike Rothman".

COMMISSIONER OF COMMERCE

Minnesota Department of Commerce

Licensing Division

85 7th Place East, Suite 500

St. Paul, MN 55101-3165

Telephone: (651) 539-1599

Email: licensing.commerce@state.mn.us

Website: commerce.state.mn.us

Notes:

- **Individual Licensees Only - Continuing Education:** 15 hours is required in the first renewal period, which includes a 7 hour USPAP course. 30 hours is required for each subsequent renewal period, which includes a 7 hour USPAP course.
- **Appraisers:** You must hold a licensed Residential, Certified Residential, or Certified General qualification in order to perform appraisals for federally-related transactions. **Trainees do not qualify.** For further details, please visit our website at commerce.state.mn.us.



Michael Bownik Appraisals, Inc.

12990 Fiona Road
Hugo, MN 55038

**A commercial real estate appraisal
and consultation services company**



Michael A. Bownik, MAI
Certified General Real Property Appraiser,
State of Minnesota, License No. 4002545

651-653-6175 office
612-581-2380 cell
mike@bownikappraisals.net

Michael A. Bownik, MAI, is the President of Michael Bownik Appraisals, Inc., which was formed in March 2009. He was most recently a partner with The Valuation Group, and prior to this was co-manager of the Appraisal & Consultation Services Division of Colliers Towle Real Estate. Extensive educational training and professional experience contribute to a diverse valuation practice involving a multitude of property types. Mr. Bownik received a Bachelor of Science in Real Estate degree from St. Cloud State University in 1984.



We offer broad knowledge and experience in a wide variety of property types and situations where appraisal expertise is often applied.

Services Provided Include/Relate to:

- ⊕ Appraisal review
- ⊕ Charitable contribution valuations
- ⊕ Condemnation Just Compensation valuation
- ⊕ Easement valuations
- ⊕ Environmental impact valuations
- ⊕ Expert witness testimony
- ⊕ General disputes relating to real estate
- ⊕ Highest and Best Use studies
- ⊕ Inverse condemnation
- ⊕ Investment consultation
- ⊕ Litigation support
- ⊕ Market rent studies
- ⊕ Marriage dissolution property valuations
- ⊕ Pre-condemnation scope of taking consultation
- ⊕ Property ownership group change valuation
- ⊕ Replacement cost for insurance purposes
- ⊕ Special assessment appeals
- ⊕ Tax appeal valuation and consulting
- ⊕ Valuations for estate planning
- ⊕ Valuations for lending purposes

Resources Available to the Appraisal Process:

- ⊕ Access to an extensive electronic database of completed market transactions
- ⊕ Access to an extensive database of current for-sale and for-lease offerings
- ⊕ Access to a variety of market data resources
- ⊕ Published construction cost manual
- ⊕ Published market studies and surveys
- ⊕ Electronic library available through the Appraisal Institute
- ⊕ In-office library of pertinent publications
- ⊕ Numerous office files containing data on income, expenses, cost, absorption, capitalization rates and other market data

Geographic Area of Service

Our primary market is the Minneapolis/St. Paul metropolitan area, although we provide appraisal of properties throughout Minnesota and in nearby states.

Our appraisers are currently licensed in Minnesota, but are open to obtaining licenses in other nearby states as client needs dictate.

Property Type Expertise

Our experience is wide-ranging as to property types, examples of which are below:

- ⊕ Office centers
- ⊕ Medical office
- ⊕ Office condominium
- ⊕ Banks
- ⊕ Auto repair
- ⊕ Retail stores/centers
- ⊕ Restaurants
- ⊕ Grocery stores
- ⊕ Daycare facilities
- ⊕ Auto dealerships
- ⊕ Land acreage/sites
- ⊕ Warehouse facilities
- ⊕ Manufacturing plants
- ⊕ Distribution centers
- ⊕ Showrooms
- ⊕ Apartment complexes
- ⊕ Nursing homes
- ⊕ Hotels and motels
- ⊕ Group homes
- ⊕ Funeral homes
- ⊕ Mini-storage facilities
- ⊕ Mixed-use projects
- ⊕ Special use facilities
- ⊕ Places of worship
- ⊕ Civic/community centers
- ⊕ Theaters
- ⊕ Resorts
- ⊕ Golf courses and clubs
- ⊕ Educational buildings and campuses
- ⊕ Parking ramps
- ⊕ Land subdivisions
- ⊕ Residential dwellings

Sample Properties Appraised



RETAIL PROPERTIES

- ⊕ Plymouth Creek Shoppes
- ⊕ Greenleaf Lofts
- ⊕ Highland Plaza Shopping Center
- ⊕ The Walkway
- ⊕ Goodwill Industries
- ⊕ Ramsey Commons
- ⊕ Walgreens
- ⊕ Slumberland
- ⊕ Elk River Plaza
- ⊕ Sundance Business Center
- ⊕ Hayden Lake Square



RESTAURANTS

- ⊕ Boston's
- ⊕ Valentini's
- ⊕ Don Pablo's
- ⊕ Rudolph's BBQ
- ⊕ Ground Round
- ⊕ Madigan's
- ⊕ Dairy Queen
- ⊕ Perkins
- ⊕ Arby's
- ⊕ Burger King
- ⊕ Fat Lorenzo's



OFFICE PROPERTIES



- ⊕ North Star Bank
- ⊕ Atomic Learning
- ⊕ Minnesota Workforce Center
- ⊕ Great River Energy Headquarters
- ⊕ Bell Tower South
- ⊕ Welsh Companies Headquarters
- ⊕ Bassett Creek Office Plaza
- ⊕ Artspace
- ⊕ Edina Family Physicians
- ⊕ Central Pediatrics
- ⊕ Empire Drive Offices
- ⊕ JRA Financial Center



INDUSTRIAL PROPERTIES

- ⊕ Nicollet Corporate Center
- ⊕ Shaw-Stewart Lumber
- ⊕ New Morning Windows
- ⊕ M.A. Gedney Company
- ⊕ King Solutions
- ⊕ Lake States Lumber
- ⊕ College City Beverage
- ⊕ Ziegler/Caterpillar
- ⊕ New Flyer
- ⊕ Tower Asphalt
- ⊕ Zerorez
- ⊕ Robin Drug
- ⊕ Gruber Pallets
- ⊕ Road Machinery & Supplies
- ⊕ Aspen Equipment
- ⊕ Memorial Blood Centers



MULTI-FAMILY PROPERTIES

- ⊕ Riverwalk Apartments
- ⊕ Community Court Apartments
- ⊕ Sacred Heart Convent
- ⊕ Manor Royal Apartments
- ⊕ Glen Ponds Apartments
- ⊕ City Apartments at Loring Park
- ⊕ Lancaster Village Apartments
- ⊕ Blaisdell Avenue Apartments



MIXED-USE PROPERTIES

- ⊕ Solar Arts
- ⊕ Canal Park Square
- ⊕ Windsor Plaza



AUTO-RELATED USES

- ⊕ Tires Plus
- ⊕ Jackson Auto Sales
- ⊕ Harold Chevrolet
- ⊕ Shell service station
- ⊕ Holiday service station
- ⊕ Harley Davidson dealership
- ⊕ Valvoline Instant Oil Change



SPECIAL PURPOSE



- ⊕ Edina Cinema
- ⊕ Primrose School
- ⊕ Pilgrim Baptist Church
- ⊕ Wesley United Methodist Church
- ⊕ Mighty Fortress Church
- ⊕ The 10 Sports Dome
- ⊕ Fruen Mill
- ⊕ Hutchinson Event Center
- ⊕ Blaine Area Pet Hospital
- ⊕ Lafayette Club
- ⊕ Sauk Center Correctional Facility
- ⊕ Fergus Falls Regional Treatment Center
- ⊕ Ah-Gwah-Ching Regional Treatment Center
- ⊕ Tapestry Treatment Center
- ⊕ Cedar Ridge Health Care Center
- ⊕ The Academy of Holy Angels School
- ⊕ Shattuck-St. Mary's School
- ⊕ Schaeffer Academy School
- ⊕ Covenant Academy School
- ⊕ Sanford Jackson Medical Center
- ⊕ Rettinger Funeral Home
- ⊕ Great River Bowl
- ⊕ Tower Asphalt
- ⊕ Cinemasota Theatre
- ⊕ Epstein Funeral Home
- ⊕ Rum River Veterinary Clinic



RESIDENTIAL SUBDIVISIONS

A...



- ⊕→Wayzata Junction
- ⊕→Stonebridge
- ⊕→InterLaken
- ⊕→Bluff Country Village
- ⊕→Markets at Rush Creek
- ⊕→Fieldstone
- ⊕→Hurst Woods
- ⊕→Heritage Park
- ⊕→Maple Glen
- ⊕→Twin Lakes
- ⊕→Medicine Lake Townhomes
- ⊕→Sunray Farm
- ⊕→Edgewater Estates
- ⊕→Countryside Estates
- ⊕→Bristol Square
- ⊕→Morgan Square
- ⊕→Hidden Creek Meadows
- ⊕→Woodland Shores
- ⊕→Whispering Creek
- ⊕→Nature's Crossing
- ⊕→River Woods Estates
- ⊕→Waters Edge

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612-581-2380 cell

mike@bownikappraisals.net

A...



MINNESOTA DEPARTMENT OF NATURAL RESOURCES
NICOLLET AREA WILDLIFE OFFICE
501 9TH ST.
NICOLLET MN 56074
507-225-3572

October 5, 2016

McLeod County Commissioners
830 East 11th Street
Glencoe, MN 55336

Dear Commissioners:

The McLeod County Chapter of Pheasants Forever has recently donated 45 acres of land in Section 29, Lynn Township to the Minnesota DNR, Division of Wildlife to become a state wildlife management area (WMA). We have accepted this donation because it meets our criteria for a quality WMA and has, we believe, public support in the McLeod County community.

In an effort to build on the good working relationship that the DNR has with county governments throughout the State, the DNR will be notifying county governments on all pending donations of land or easements for WMA purposes. For lands purchased by the DNR for WMA purposes, we will continue the requirement under Minnesota Statutes 97A.145 to obtain county board approval. As with all of our WMAs, this new addition will fall under the "in-lieu-of-tax" county tax payment schedule. I will be contacting the County Administrator for an appointment to meet with the board to answer questions.

We are excited to add this land to our WMA inventory. This area has many diverse habitat features that will enhance wildlife populations. The Ras-Lynn WMA and corresponding private habitat is the counties premiere pheasant and white-tailed deer hunting destination. The area will be open to public hunting, trapping, and nature observation.

If you have any questions, please feel free to call me.

Sincerely,

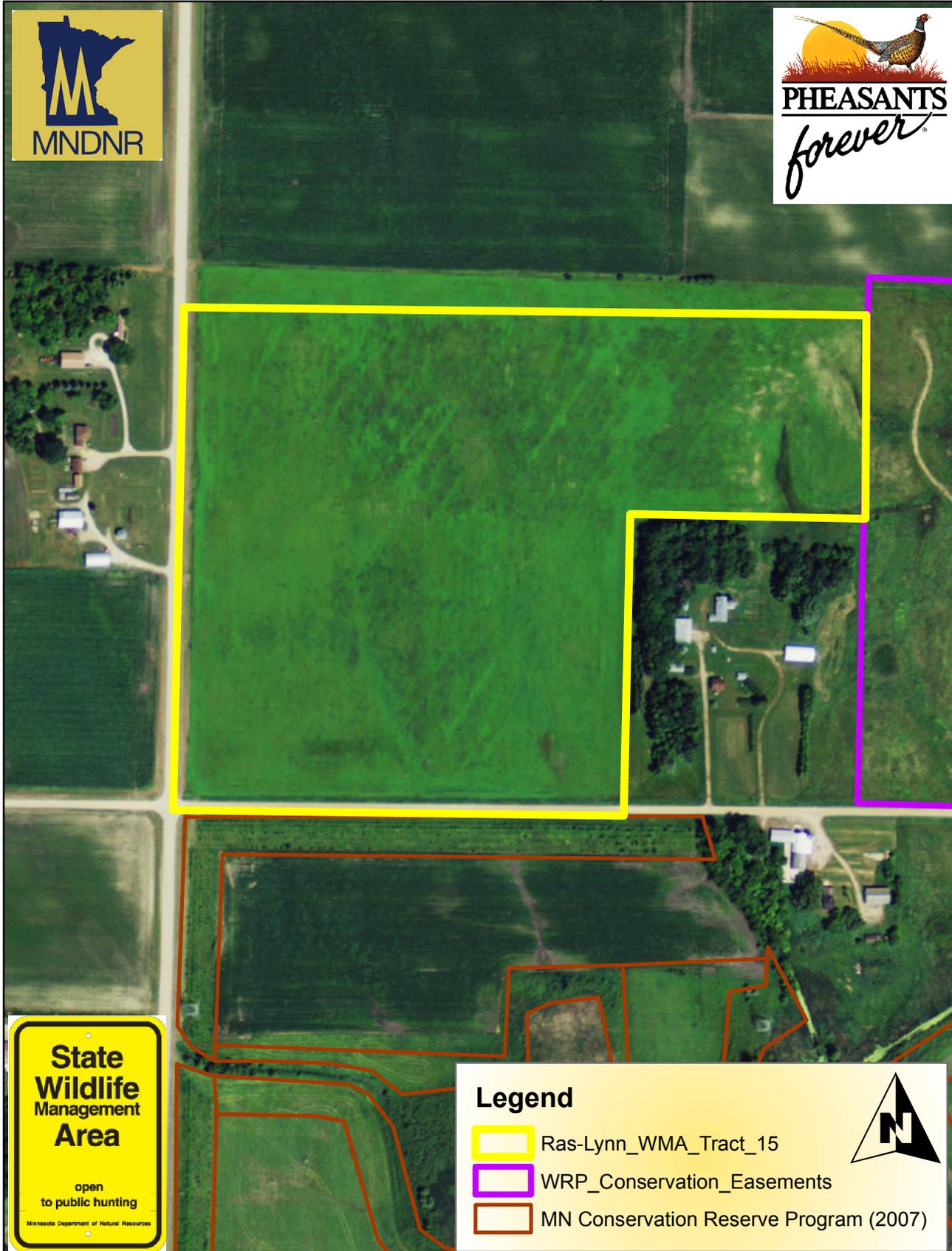
Joe Stangel
Area Wildlife Supervisor

mndnr.gov



PRINTED ON RECYCLED PAPER CONTAINING A MINIMUM OF 10% POST-CONSUMER WASTE.
AN EQUAL OPPORTUNITY EMPLOYER.

Ras-Lynn WMA Tract 15 - 45 acres
Lynn Twn. Section 29-T116-R30
McLeod County

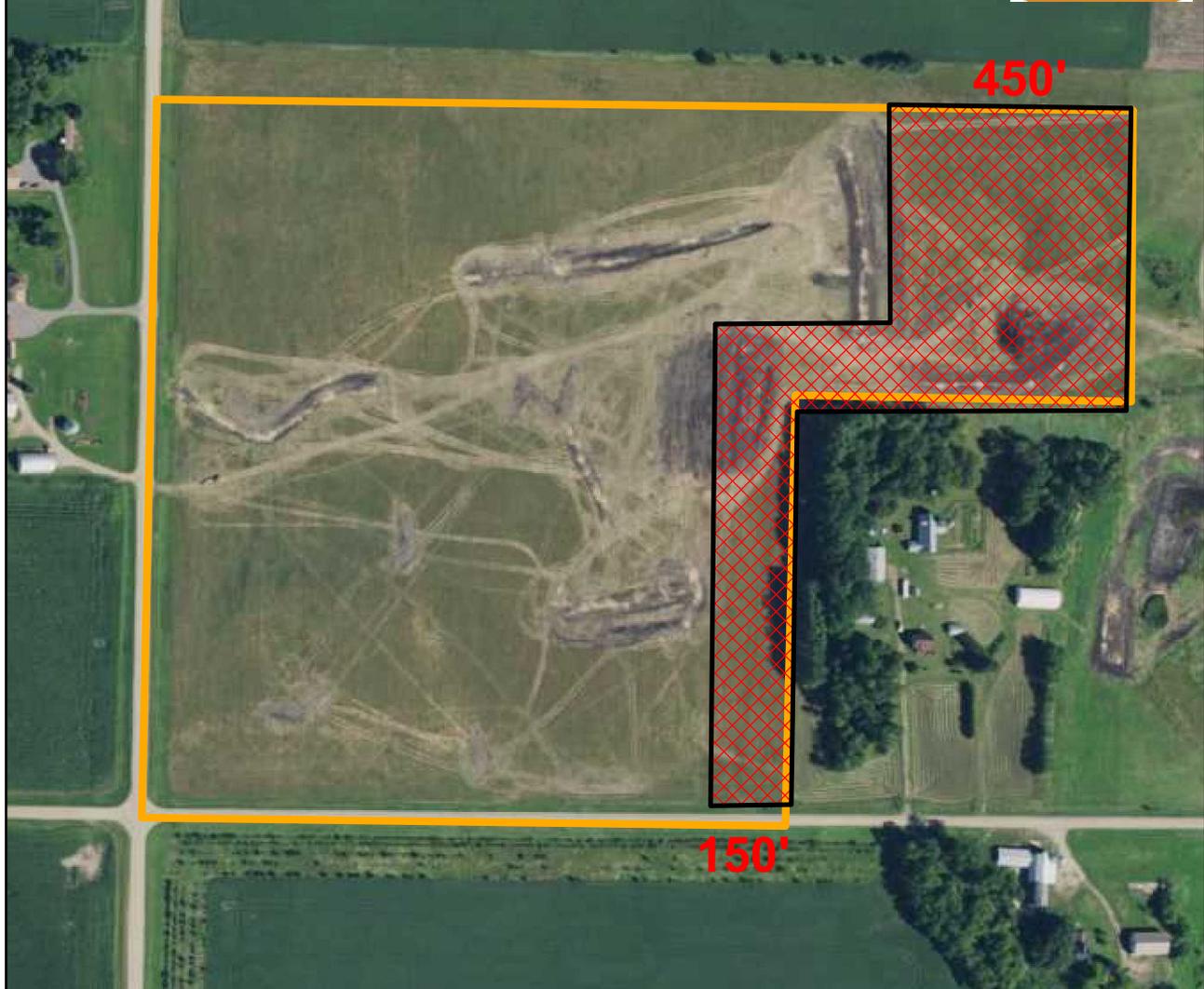


Legend

-  Ras-Lynn_WMA_Tract_15
-  WRP_Conservation_Easements
-  MN Conservation Reserve Program (2007)



Ras-Lynn WMA Tract 15 Restricted Shooting Zone Lynn Township Section 29-T116N-R30W McLeod County



Legend



Restricted Shooting_Zone_9.5_acres



Ras-Lynn_WMA_Tract_15



STEVENS COUNTY

MINNESOTA

Join Us for a
Legislative Round Table Discussion

9:00 a.m. – Noon

(lunch to follow)

Thursday, November 17th, 2016

Oyate Hall

Student Center
University of Minnesota, Morris
600 East 4th Street
Morris MN 56267

Directions & Parking: <http://www.morris.umn.edu/about/visitors/directions/>

Campus Map: <http://www.morris.umn.edu/map/>

RSVP to Jan: jangomer@co.stevens.mn.us by November 9, 2016.

Name: _____ County/Title: _____

Yes! I will be attending and will stay for lunch, (Counties will be billed \$20/person).

Yes! I will be attending but will not stay for lunch.

(Parking Permits will be emailed out after registration)

No. Sorry but I cannot make the event but would like to receive a copy of materials.



**Legislative Round Table
Discussion
Thursday, November 17th, 2016**

Agenda

- | | |
|------------|--|
| 8:30 a.m. | Registration. <ul style="list-style-type: none">• Coffee & Rolls. |
| 9:00 a.m. | Introductions: Becky Young, Stevens County Coordinator. |
| 9:15 a.m. | <u>County Issues</u> : Round Table Discussion on County challenges for 2017. |
| 10:00 a.m. | Break |
| 10:10 a.m. | <u>Legislative Issues</u> : District State Representatives and Senators present to provide an update on current issues, challenges for 2017 and areas of need that counties can help with. |
| 11:25 a.m. | Presentation on AMC Legislative Priorities for 2017. |
| Noon | Lunch. |
| 1:00 p.m. | Adjourn. |