



ORIGINAL

Meeting Agenda
Special Meeting of the County Board

Tuesday, May 11, 2021 at 8:00 a.m.

Board Room, Upper Level of the Historic Courthouse

8:00 AM

1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE
3. APPROVE THE AGENDA (ADDITIONS AND DELETIONS)

8:01 AM

4. CONSENT AGENDA
 - 4.1. Review of Auditor's Warrants
 - 4.2. Approve 4/20/2021 County Board Meeting Minutes
 - 4.3. Approve Payment to Counsel for Legal Services

8:10 AM

5. REGULAR AGENDA
 - 5.1. Consider County Coordinator Position Description
 - 5.2. Consider Resolution No. 05-11-2021-01 Abandoning County Administrator Plan of Government

8:30 AM

6. ADJOURN

ORIGINAL

Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 05/11/2021

(Board meets the 1st and 3rd Tuesday of each month)

Title of Item for Consideration: Review of Auditor's Warrants	
Consent Agenda ☒ Approve/Deny Motion ☐ Information Only ☐ Schedule Public Hearing* <i>*provide sample notice that will run in paper</i>	Regular Agenda – Estimate Time Needed: _____ minutes ☐ Approve/Deny Motion ☐ Discussion Item ☐ Direction Requested ☐ Hold Public Hearing* ☐ Presentation of Information <i>*provide copy of hearing notice that was published</i>
Submitted by: Holly Wilson	Department: ASO
Who will attend the meeting and be able to respond to questions? Give name and title: Holly Wilson, Assistant County Administrator	
Summary of Issue (include previous Board or Committee actions and/or minutes, as well as applicable dates): The County Board has authorized the County Auditor-Treasurer and the County Administrator to approve claims for payment according to guidelines adopted by the Board. Claims paid in such a manner are summarized and presented to the Board for review.	
Alternatives/Options/Comments:	
Recommended Action/Motion: Review of Auditor's Warrants.	
Financial Impact: Is there a cost associated with this request? ☐ Yes ☐ No What is the total cost, including tax and shipping? \$ _____ Are funds available in the budget? ☐ Yes ☐ No If no, please explain: _____	
Additional Information Attached: ☐ Contract/Agreement Approved by County Attorney's Office: ☐ Yes ☐ No If no, please explain: _____ ☐ Minutes of Relevant Meeting(s) ☒ Background Information (such as price quotes, etc.) Auditor's Warrants	
Board action: (for use by Recording Secretary) ☐ Approved ☐ Denied ☐ Tabled: _____	



Print List in Order By: 1 1 - Fund (Page Break by Fund)
2 - Department (Totals 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

**** Mille Lacs County ****



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1 County Revenue Fund

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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Vendor		Account/Formula		Rpt		Amount	Warrant Description		Invoice #		Account/Formula Description	
No.	Name	No.		Accr			Service Dates		Paid On Bhf #		On Behalf of Name	
1	1193 Agnew Hardware Hank	01-110-000-0000-6301				85.80	North Maintenance Facility Rep	1 Transactions			Repair & Maintenance- Bldg & Equipn	N
	1193 Agnew Hardware Hank					85.80						
2	1103 Anderson Bros Garage Inc	01-201-000-0000-6261				60.00	TOW ICR #21- 188				Professional Services	N
3		01-201-000-0000-6565				159.95	ICR# 19- 5433 VEH MAIN				Repair & Maintenance- Auto	N
	1103 Anderson Bros Garage Inc					219.95		2 Transactions				
4	2355 Anoka Non- Secure Program	01-255-000-0000-6269				1,330.00	COURT ORDERED DETENTION	1 Transactions			Detention & Rehab Services	N
	2355 Anoka Non- Secure Program					1,330.00						
5	77982 APG of Southern Minnesota, LLC	01-201-000-0000-6244				61.68	NEWSPAPER PUB.	1 Transactions			Publishing- Legal Notices & Want Ac	N
	77982 APG of Southern Minnesota, LLC					61.68						
6	76249 Aspen Mills	01-251-000-0000-6450				84.55	UNIFORMS- SINCLAIR	1 Transactions			Uniforms	N
	76249 Aspen Mills					84.55						
7	2275 Assoc Of Mn Counties	01-003-000-0000-6243				75.00	2021 LEG CONF - H. WILSON				Registration Fees	N
8		01-107-000-0000-6243				75.00	2021 LEG CONF- M. MCPHERSON				Registration Fees	N
9		01-701-000-0000-6241				250.00	ANNUAL MEMBERSHIP	3 Transactions			Membership Dues/User Group Mtg	N
	2275 Assoc Of Mn Counties					400.00						
13	14003 Auto Value - Milaca	01-060-000-0000-6565				23.33	WIPER BLADES				Repair & Maintenance- Auto	N
11		01-201-000-0000-6565				35.88	SQ #2 REPAIR/MAINT AUTO- SO				Repair & Maintenance- Auto	N
12		01-202-000-0000-6565				39.99	SQ #32 REPAIR/MAINT- CT SEC				Repair & Maintenance- Auto	N
10		01-251-000-0000-6565				29.77	SQ#44 REPAIR/MAINT AUTO- JAIL				Repair & Maintenance- Auto	N
14		01-393-000-0000-6210				25.96	RECYCLING TRAILER PARTS				Recycling ? End Market	N
125		01-393-000-0000-6210				25.96	RECYCLING TRAILER PARTS				Recycling ? End Market	N
	14003 Auto Value - Milaca					180.89		6 Transactions				
15	5892 Billings Service Inc	01-201-000-0000-6565				4,647.00	VEH SEQ# 8,15,21,23,33,42,43	1 Transactions			Repair & Maintenance- Auto	N
	5892 Billings Service Inc					4,647.00						

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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Vendor Name		Rpt		Amount	Warrant Description		Invoice #		Account/Formula Descripti	1099
No.	Account/Formula	Accr			Service Dates		Paid On Bhf #	On Behalf of Name		
16	76941 Boettcher/Linda	01-003-000-0000-6333		45.00	LIBRARY BOARD MTG	1 Transactions			Mileage & Per Diem- Non-Employee	Y
	76941 Boettcher/Linda			45.00						
122	77195 Bolton & Menk Inc	01-617-000-0000-6261		258.00	#0264251	1 Transactions			Professional Services	N
	77195 Bolton & Menk Inc			258.00						
17	2148 Brock White Co	01-110-000-0000-6301		600.00	SIDEWALK REPAIR 2021	1 Transactions			Repair & Maintenance- Bldg & Equipn	N
	2148 Brock White Co			600.00						
18	77419 Callyo 2009 Corp	01-201-000-0000-6261		2,990.00	PERSONALIZED VIRTUAL TRAINING	1 Transactions			Professional Services	N
	77419 Callyo 2009 Corp			2,990.00						
19	77913 CENTRAL MN CONFLICT & PRO SE SERVING	01-025-000-0000-6333		1,950.00	LAW LIBRARY PRO SE SERVICES	1 Transactions			Mileage & Per Diem- Non-Employee	Y
	77913 CENTRAL MN CONFLICT & PRO SE SERVING			1,950.00						
20	2121 City Of St Cloud	01-201-000-0000-6261		11,008.63	2021 CENTRAL MN ESP SUPT EMER	1 Transactions			Professional Services	N
	2121 City Of St Cloud			11,008.63						
21	75111 Civil Air Patrol Magazine	01-201-000-0000-6242		145.00	SUBSCRIPTION	1 Transactions			Subscriptions	N
	75111 Civil Air Patrol Magazine			145.00						
22	2595 Comdata	01-201-000-0000-6563		65.63	DEPUTY GAS				Gasoline	N
23		01-201-000-0000-6565		31.00	DEPUTY MAINT				Repair & Maintenance- Auto	N
	2595 Comdata			96.63		2 Transactions				
24	76709 Corporate Mechanical Inc	01-110-000-0000-6301		2,791.88	REPLACE ACTUATORS/SWITCH				Repair & Maintenance- Bldg & Equipn	N
25		01-251-000-0000-6301		3,947.66	REPLACE ACTUATORS/SWITCH				Repair & Maintenance- Bldg & Equipn	N
	76709 Corporate Mechanical Inc			6,739.54		2 Transactions				
26	77559 Counties Providing Technology	01-065-000-0000-6268		5,380.00	DP SERVICES- MARCH				Data Processing	N

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No.	Account/Formula	Accr		Amount		Paid On Bhf #	On Behalf of Name	
28	01-065-000-0000-6268			80.00			Data Processing	N
27	01-065-000-0000-6342			1,250.00			Lease Agreements	N
77559	Counties Providing Technology			6,710.00	3 Transactions			
3059	Crow Wing Cty Sheriff			75.00			Professional Services	N
29	01-091-000-0000-6261			75.00	1 Transactions			
3059	Crow Wing Cty Sheriff							
76760	Culligan			180.85			Supplies	N
30	01-205-000-0000-6402			180.85	1 Transactions			
76760	Culligan							
1106	Dacotah Paper Co			2,463.08			Supplies	N
31	01-110-000-0000-6402			2,463.08	1 Transactions			
1106	Dacotah Paper Co							
2868	Dennison Technology Group			8,752.38			Pbx	N
32	01-063-000-0000-6209			8,752.38	1 Transactions			
2868	Dennison Technology Group							
5003	East Central Energy			42.07			Utility Services	N
34	01-283-000-0000-6251			42.07	1 Transactions			
5003	East Central Energy							
18771	East Central Regional Juvenile Center			13,579.42			Detention & Rehab Services	N
33	01-255-000-0000-6269			13,579.42	1 Transactions			
18771	East Central Regional Juvenile Center							
5045	ECM PUBLISHERS, INC.			208.80			Publishing- Legal Notices & Want Ad	N
39	01-003-000-0000-6244			375.00			Supplies	N
40	01-091-000-0000-6402			28.80			Publishing- Legal Notices & Want Ad	N
36	01-107-000-0000-6244			21.60			Publishing- Legal Notices & Want Ad	N
37	01-107-000-0000-6244			34.30			Publishing- Legal Notices & Want Ad	N
38	01-107-000-0000-6244			668.50	5 Transactions			
5045	ECM PUBLISHERS, INC.							
5069	Election Systems & Software Inc			1,034.13			Professional Services	N
41	01-071-000-0000-6261			1,034.13	1 Transactions			
5069	Election Systems & Software Inc							

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No.	Account/Formula	Accr					Service Dates		Paid On Bhf #	On Behalf of Name		
77807	Enterprise FM Trust											
44	01-060-000-0000-6565					57.00	MAINT COST				Repair & Maintenance- Auto	N
43	01-110-000-0000-6261					70.00	MAINT FEE 14@5.00				Professional Services	N
77807	Enterprise FM Trust					127.00		2 Transactions				
2361	Fairview Diagnostic Labs											
51	01-251-000-0000-6283					888.15	INMATES PD 46	1 Transactions			Care Of Prisoners	N
2361	Fairview Diagnostic Labs					888.15						
3354	Fairview Health Services											
52	01-251-000-0000-6283					948.21	INMATE- N.STANGE PD 46	1 Transactions			Care Of Prisoners	N
3354	Fairview Health Services					948.21						
77706	Field Training Solutions											
53	01-201-000-0000-6285					295.00	TRAINING- SULLIVAN	1 Transactions			Training Expense	Y
77706	Field Training Solutions					295.00						
76695	Galls LLC											
56	01-201-000-0000-6402					1,530.00	TRAUMA KITS				Supplies	N
54	01-201-000-0000-6450					1,317.94	VEST- C.SAWATSKY				Uniforms	N
55	01-201-000-0000-6450					1,317.94	VEST- C.SCHAEFER				Uniforms	N
58	01-201-000-0000-6450					1,281.95	VEST- T.GALLION				Uniforms	N
57	01-251-000-0000-6450					1,247.70	BADGES	5 Transactions			Uniforms	N
76695	Galls LLC					6,695.53						
77801	Geotab USA, Inc											
59	01-110-000-0000-6261					576.00	INV 2026433 MONTHLY	1 Transactions			Professional Services	N
77801	Geotab USA, Inc					576.00						
77702	Giernan Law LLC											
61	01-015-000-0000-6267					1,700.00	MARCH LEGAL CHIPS CUSTODIAL	1 Transactions			County Public Defender Fees	Y
77702	Giernan Law LLC					1,700.00						
7085	Grainger Parts Operations											
62	01-201-000-0000-6402					534.82	SUPPLIES	1 Transactions			Supplies	N
7085	Grainger Parts Operations					534.82						
7015	Granite Electronics Inc											
63	01-283-000-0000-6803					678.53	MONTHLY SERVICE				Miscellaneous Expense	N

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Vendor Name		Account/Formula		Rpt		Invoice #		Account/Formula Description		Paid On Bhf #		On Behalf of Name	
No.	Account/Formula	Accr	Amount	Warrant Description	Service Dates	1 Transactions							
7015	Granite Electronics Inc		678.53										
2131	Granite Ledge Electrical Contractors												
64	01-110-000-0000-6261		95.00	CVS FIBER		1 Transactions							Professional Services
2131	Granite Ledge Electrical Contractors		95.00										
8068	Hjort Excavating Inc												
65	01-110-000-0000-6261		3,031.25	CAMPUS SNOW REMOVAL		1 Transactions							Professional Services
8068	Hjort Excavating Inc		3,031.25										
78303	IMS												
123	01-251-000-0000-6301		442.00	STAINLESS SECURITY BOLTS & NUT		1 Transactions							Repair & Maintenance- Bldg & Equipn
78303	IMS		442.00										
2080	Independent Emergency Services												
67	01-281-000-0000-6803		100.00	E911 MARCH		1 Transactions							Miscellaneous Expense
2080	Independent Emergency Services		100.00										
9006	Intoximeters Inc												
68	01-201-000-0000-6402		95.00	SUPPLIES		1 Transactions							Supplies
9006	Intoximeters Inc		95.00										
2602	IPMA HR												
69	01-035-000-0000-6265		804.65	TESTING SUPPLIES		2 Transactions							Professional Services- Personnel
70	01-035-000-0000-6265		124.03	REMOTE ACES FEE									Professional Services- Personnel
2602	IPMA HR		928.68										
1502	J.P.Cooke Company												
74	01-201-000-0000-6402		70.70	STAMP SUPPLIES		1 Transactions							Supplies
1502	J.P.Cooke Company		70.70										
10019	Jh Larson Electric Co												
71	01-110-000-0000-6402		510.34	BULBS		1 Transactions							Supplies
10019	Jh Larson Electric Co		510.34										
10046	Jims Mille Lacs Disposal Inc												
72	01-110-000-0000-6251		468.00	DISPOSAL		1 Transactions							Utility Services
10046	Jims Mille Lacs Disposal Inc		468.00										

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Vendor		Name		Rpt	Warrant Description		Invoice #		Account/Formula Descripti	
No.	Account/Formula	Amount	Service Dates		ICR#	21- 1926	Paid On Bhf #	On Behalf of Name	Professional Services	Y
73	17	Johnson Auto Transport & Towing	220.00		1	Transactions				
2700	Kehoe Enterprise Llc	180.00			1	Transactions				
77	01- 201- 000- 0000- 6565	180.00			1	Transactions				
2700	Kehoe Enterprise Llc	180.00			1	Transactions				
77423	Kelley,Wolter& Scott PA	3,849.20			1	Transactions				
78	01- 811- 000- 0000- 6804	3,849.20			1	Transactions				
77423	Kelley,Wolter& Scott PA	3,849.20			1	Transactions				
76419	Kenady/Jay	100.00			1	Transactions				
76	01- 110- 000- 0000- 6402	100.00			1	Transactions				
76419	Kenady/Jay	100.00			1	Transactions				
37225	Kochs Hardware Hank	404.50			4	Transactions				
82	01- 110- 000- 0000- 6402	404.50			4	Transactions				
81	01- 201- 000- 0000- 6451	53.99			4	Transactions				
79	01- 251- 000- 0000- 6402	47.94			4	Transactions				
80	01- 253- 000- 0000- 6803	71.46			4	Transactions				
37225	Kochs Hardware Hank	577.89			4	Transactions				
76229	Less Lethal LLC	54.00			1	Transactions				
75	01- 251- 000- 0000- 6402	54.00			1	Transactions				
76229	Less Lethal LLC	54.00			1	Transactions				
1166	Macpo	240.00			1	Transactions				
83	01- 255- 000- 0000- 6241	240.00			1	Transactions				
1166	Macpo	240.00			1	Transactions				
75889	Martin McAllister	1,650.00			1	Transactions				
84	01- 035- 000- 0000- 6265	1,650.00			1	Transactions				
75889	Martin McAllister	1,650.00			1	Transactions				
13278	Marvs True Value	37.85			1	Transactions				
85	01- 110- 000- 0000- 6301	37.85			1	Transactions				
13278	Marvs True Value	37.85			1	Transactions				
13502	Mckesson Medical- Surgical Mn Supply Inc	488.28			1	Transactions				
87	01- 201- 000- 0000- 6402	488.28			1	Transactions				

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Vendor No.	Vendor Name	Account/Formula	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Descripti	1099
86	13502	Mckesson Medical-Surgical Mn Supply Inc		665.12	MEDICAL SUPPLIES- PD52	2 Transactions			Care Of Prisoners	N
				1,153.40						
113	13444	Mei - Minnesota Elevator Inc		897.80	MONTHLY ELEVATOR INSP	1 Transactions			Professional Services	N
				897.80						
88	2105	Menards - Waite Park		100.00	REPAIR MATERIAL	1 Transactions			Repair & Maintence- Bldg & Equipn	N
				100.00						
89	2880	Mend Correctional Care		23,005.65	MARCH HEALTHCARE PD 4	1 Transactions			Professional Services	Y
				23,005.65						
90	77858	MID- MN INSPECTIONS LLC		27.18	FEB CONTACTED INSPECTIONS				Building Code Contract Expense	Y
91				4,003.88	FEB CONTRACTED PLAN REVIEW	2 Transactions			Building Code Contract Expense	Y
				4,031.06						
92	1946	Midwest Protection Agency Inc		2,995.00	PRISONER GUARDING/TRANSPD	1 Transactions			Professional Services	N
				2,995.00						
93	77650	Migala Law Office LLC		1,750.00	MARCH LEGAL, CHIPS NON CUSTODI	1 Transactions			County Public Defender Fees	Y
				1,750.00						
94	13040	Milaca Building Center		64.95	MATERIAL FOR REPAIRS	1 Transactions			Repair & Maintence- Bldg & Equipn	N
				64.95						
95	13065	Milaca Community Ed Dept		998.00	GED COST FEB- MAR PD 17	1 Transactions			Miscellaneous Expense	N
				998.00						
98	13263	Mille Lacs Cty Area DAC Inc		163.10	HWY DEPT CLEANING FEB 2021				Professional Services	N
99				684.63	COURTHOUSE CLEANING- FEB				Professional Services	N

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No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name			
13263	Mille Lacs Cty Area DAC Inc		847.73	2 Transactions					
13099	Mille Lacs Cty Public Works Department								
126	01-393-000-0000-6211		16,390.78	HAULING RECYCLING TRAILERS				Recycling ? Misc. Expenditures	N
100	01-617-000-0000-6406		441.72	SOO LINE TRAIL REPAIR				Soo Line Trail Expense	N
13099	Mille Lacs Cty Public Works Department		16,832.50	2 Transactions					
13021	Mille Lacs Energy Coop								
96	01-205-000-0000-6251		267.00	UTIL 64-55-072-01 S&R				Utility Services	N
97	01-205-000-0000-6251		61.00	UTIL 64-59-204-02 ERICKSON GAR				Utility Services	N
13021	Mille Lacs Energy Coop		328.00	2 Transactions					
75691	Minnesota Computer Systems Inc								
109	01-025-000-0000-6402		20.00	#310653				Office Supplies	N
104	01-035-000-0000-6301		136.14	#310647				Repair & Maintenance- Bldg & Equip	N
107	01-041-000-0000-6301		48.72	#310648				Repair & Maintenance- Bldg & Equip	N
105	01-063-000-0000-6301		62.34	#310654				Repair & Maintenance- Bldg & Equip	N
110	01-091-000-0000-6301		117.61	#310650				Repair & Maintenance- Bldg & Equip	N
106	01-100-000-0000-6301		31.82	#310649				Repair & Maintenance- Bldg & Equip	N
108	01-107-000-0000-6301		78.39	#310651				Repair & Maintenance- Bldg & Equip	N
101	01-201-000-0000-6301		22.45	#310645				Repair & Maintenance- Bldg & Equip	N
102	01-201-000-0000-6301		181.48	#310644				Repair & Maintenance- Bldg & Equip	N
103	01-251-000-0000-6301		114.30	#310644				Repair & Maintenance- Bldg & Equip	N
111	01-255-000-0000-6301		54.79	#310652				Repair & Maintenance- Bldg & Equip	N
75691	Minnesota Computer Systems Inc		868.04	11 Transactions					
13430	Minnesota Monitoring Inc								
116	01-255-000-0000-6261		400.00	DRUG TESTING INV#10307				Professional Services	N
115	01-259-000-0000-6276		890.00	REAM GRANT #13161				Electronic Monitoring Subsidy Gran	N
13430	Minnesota Monitoring Inc		1,290.00	2 Transactions					
4059	Mn Dept Of Labor & Industry								
112	01-110-000-0000-6261		20.00	INSPECTION AND LICENSE				Professional Services	N
4059	Mn Dept Of Labor & Industry		20.00	1 Transactions					
151	Mn Office Of Enterprise Technology								
117	01-060-000-0000-6205		1,300.00	OET WAN SERVICES				M-Net Hookup	N
151	Mn Office Of Enterprise Technology		1,300.00	1 Transactions					
13303	Mn State Law Library								

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Vendor No.	Vendor Name	Account/Formula	Amount	Warrant Description	Service Dates	Invoice #	Account/Formula Description	1099
124	13303 Mn State Law Library	01-025-000-0000-6402	300.00	ANNUAL SUBS TO LAW LIB #21-16	1 Transactions		Office Supplies	N
114	75723 MNIT Services	01-201-000-0000-6261	15.29	VOICE SERVICES	1 Transactions		Professional Services	N
121	13156 Motorola Inc	01-283-000-0000-6301	1,827.31	APRIL MONTHLY	1 Transactions		Repair & Maintenance - Bldg & Equi	N
127	14150 Naco	01-035-000-0000-6243	497.00	2021 MEMBERSHIP DUES	1 Transactions		Registration Fees	N
128	75595 NCIC Operator Services	01-253-000-0000-6803	1,450.00	INMATE PHONE CARDS	1 Transactions		Miscellaneous Expense	N
129	75600 Nolan, Thompson & Leighton	01-811-000-0000-6804	30,827.60	JAN- FEB 10, 2021	1 Transactions		Contingency- General Fund	Y
130	49802 North Memorial Ambulance Service	01-251-000-0000-6283	748.66	B.FOURRE PD 49			Care Of Prisoners	N
131		01-251-000-0000-6283	600.46	J.WINKELMAN PD49			Care Of Prisoners	N
132		01-251-000-0000-6283	548.59	S.BURR PD 49			Care Of Prisoners	N
133	14163 Northland Fire Protection	01-110-000-0000-6261	2,195.75	FIRE EXTINGUISHER INSPECTION			Professional Services	N
134		01-205-000-0000-6261	914.85	FIRE EXTINGUISHER INSP			Professional Services	N
135		01-251-000-0000-6301	5,929.05	ANNUAL INSPECTION			Repair & Maintenance- Bldg & Equipn	N
142	50470 Office Depot Inc	01-035-000-0000-6402	104.98	OFFICE SUPPLIES			Office Supplies	N
137		01-041-000-0000-6402	40.67	OFFICE SUPPLIES			Office Supplies	N
140		01-091-000-0000-6402	125.55	OFFICE SUPPLIES			Supplies	N
141		01-107-000-0000-6402	59.98	OFFICE SUPPLIES			Supplies	N

**** Mille Lac County ****



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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 Descripti On Behalf of Name	1099
136		01- 201- 000- 0000- 6402		758.88	OFFICE SUPPLIES		Supplies	N
139		01- 251- 000- 0000- 6402		85.71	OFFICE SUPPLIES		Supplies	N
144		01- 255- 000- 0000- 6402		55.96	OFFICE SUPPLIES		Supplies	N
138		01- 393- 000- 0000- 6402		13.82	OFFICE SUPPLIES		Office Supplies	N
50470	Office Depot Inc			1,245.55	8 Transactions			
3535	On- Line Retrievers							
145		01- 231- 000- 0000- 6261		1,172.24	ANIMAL CONTROL		Professional Services	Y
3535	On- Line Retrievers			1,172.24	1 Transactions			
51059	Onamia Service Ctr Llc							
146		01- 201- 000- 0000- 6261		284.61	TOW ICR 21- 1522		Professional Services	N
51059	Onamia Service Ctr Llc			284.61	1 Transactions			
75115	Phoenix Supply							
147		01- 251- 000- 0000- 6402		311.60	DISINFECTING WIPES PD 21		Supplies	N
75115	Phoenix Supply			311.60	1 Transactions			
16196	Pine Center Auto Body							
148		01- 201- 000- 0000- 6565		4,574.49	SQ REPAIR #48		Repair & Maintenance- Auto	Y
16196	Pine Center Auto Body			4,574.49	1 Transactions			
76519	Premier Biotech Inc							
149		01- 255- 000- 0000- 6261		169.05	DRUG TESTING.#L3327379		Professional Services	N
76519	Premier Biotech Inc			169.05	1 Transactions			
77391	Premium Waters Inc							
150		01- 110- 000- 0000- 6251		146.15	INV. 531953- 02- 21 WATER		Utility Services	N
77391	Premium Waters Inc			146.15	1 Transactions			
75389	Princeton Minuteman Press							
152		01- 201- 000- 0000- 6402		29.00	BUSINESS CARDS, ADMIN		Supplies	N
151		01- 251- 000- 0000- 6402		29.00	BUSINESS CARDS, D. NAUMANN		Supplies	N
75389	Princeton Minuteman Press			58.00	2 Transactions			
16068	Pro- West & Assoc Inc							
155		01- 063- 000- 0000- 6261		73.98	TECH SUPPORT FOR GEODATABASE		Professional Services	N
156		01- 063- 000- 0000- 6261		1,686.05	PARCEL DATA MAINTENANCE		Professional Services	N
16068	Pro- West & Assoc Inc			1,760.03	2 Transactions			

**INTEGRATED
FINANCIAL SYSTEMS**

Deeds

Vendor No.	Vendor Name	Account/Formula	Rpt	Accr	Warrant Description	Service Dates	Invoice #	Account/Formula Descripti	
								Paid On Bhf #	On Behalf of Name
168	77255	SailorsAllen Law			PUBLIC DEFENDER SERVICES	1 Transactions		County Public Defender Fees	Y
169	60993	Seven County Process Servers Llc			PBK 48502 PROC SER MCINTYRE	1 Transactions		Professional Services	Y
170	60993	Seven County Process Servers Llc							
171	2859	Shi International Corp			WIRELESS KEYBOARDS AND MICE	1 Transactions		Repair & Maintence- Bldg & Equipn	N
172	2859	Shi International Corp							
173	2049	Shred Right			#545704 ASO	4 Transactions		Professional Services	N
174	2049	Shred Right			#545705 CVS			Professional Services	N
175	77857	SPS COMPANIES INC			#545706 SO			Professional Services	N
176	58255	St Cloud Hospital			#545696 COURTS			Professional Services	N
177	58255	St Cloud Hospital							
178	19060	St Cloud Refrigeration Inc			TANGO PD 35	1 Transactions		Repair & Maintence- Bldg & Equipn	N
179	19060	St Cloud Refrigeration Inc							
246	19061	Star Tribune			B.FOURE PD 48	1 Transactions		Care Of Prisoners	Y
19007	19007	Stericycle Inc			JAIL REPAIR- COOLER/FREE PD 35	1 Transactions		Repair & Maintence- Bldg & Equipn	N
19007	19007	Stericycle Inc			SUBSCRIPTION PD 16	1 Transactions		Miscellaneous Expense	N
19144	19144	Streichers						Supplies	N
19144	19144	Streichers			SUPPLIES	1 Transactions		Supplies	N
19144	19144	Streichers							
19144	19144	Streichers			AMMO			Supplies	N

**** Mille Lacs County ****

MLKRIS

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1 County Revenue Fund

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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Vendor Name		Rpt		Invoice #		Account/Formula Descripti	
No.	Account/Formula	Acct	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
19144	Streichers		2,911.06	1 Transactions			
76947	Summit Food Service LLC						
180	01- 251- 000- 0000- 6420		13,024.79	1 Transactions		Food Service	N
76947	Summit Food Service LLC						
			13,024.79	1 Transactions			
77972	TAFT						
181	01- 811- 000- 0000- 6804		125,637.23			Contingency- General Fund	Y
182	01- 811- 000- 0000- 6804		913.00			Contingency- General Fund	Y
183	01- 811- 000- 0000- 6804		1,332.50			Contingency- General Fund	Y
77972	TAFT		127,882.73	3 Transactions			
2706	Teal's Market						
185	01- 201- 000- 0000- 6402		4.60			Supplies	N
184	01- 251- 000- 0000- 6402		98.43			Supplies	N
2706	Teal's Market		103.03	2 Transactions			
2050	Thrifty White Pharmacy						
186	01- 251- 000- 0000- 6283		1,705.67	1 Transactions		Care Of Prisoners	N
2050	Thrifty White Pharmacy		1,705.67	1 Transactions			
660	Tw Vending						
188	01- 251- 000- 0000- 6283		78.49			Care Of Prisoners	N
187	01- 253- 000- 0000- 6803		6,054.61			Miscellaneous Expense	N
189	01- 253- 000- 0000- 6803		137.30			Miscellaneous Expense	N
660	Tw Vending		6,270.40	3 Transactions			
75774	ULINE						
190	01- 201- 000- 0000- 6402		29.63	1 Transactions		Supplies	N
75774	ULINE		29.63	1 Transactions			
77589	Union Times						
191	01- 255- 000- 0000- 6242		55.95	1 Transactions		Subscriptions	N
77589	Union Times		55.95	1 Transactions			
77791	US Bank						
194	01- 091- 000- 0000- 6241		252.00			Dues	N
195	01- 091- 000- 0000- 6402		12.47-			Supplies	N
192	01- 092- 000- 0000- 6851		140.00			Victim Emergency- Victim Payments	N
193	01- 092- 000- 0000- 6851		5.00			Victim Emergency- Victim Payments	N

Vendor Name		Rpt		Warrant Description		Invoice #		Account/Formula Descripti	
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name			
77791	US Bank		384.53	4 Transactions					
77805	US Bank *								
230	01- 201- 000- 0000- 6261		90.00	MO SERV FEE		Professional Services		N	
224	01- 201- 000- 0000- 6285		375.00	TRAINING- M- SAWATSKY		Training Expense		N	
225	01- 201- 000- 0000- 6285		375.00	TRAINING- T.JOHNSON		Training Expense		N	
226	01- 201- 000- 0000- 6285		40.00	TRAINING- LORGE BURTON		Training Expense		N	
231	01- 201- 000- 0000- 6285		150.00	TRAINING- SULLIVAN		Training Expense		N	
232	01- 201- 000- 0000- 6285		150.00	TRAINING- HOLADA		Training Expense		N	
233	01- 201- 000- 0000- 6285		80.00	TRAINING- WOLF		Training Expense		N	
234	01- 201- 000- 0000- 6285		300.00	TRAINING- EVENSON AND COX		Training Expense		N	
221	01- 201- 000- 0000- 6402		156.03	SUPPLIES		Supplies		N	
222	01- 201- 000- 0000- 6402		147.75	.		Supplies		N	
223	01- 201- 000- 0000- 6402		15.82	SUPPLIES		Supplies		N	
228	01- 201- 000- 0000- 6402		13.79	SUPPLIES		Supplies		N	
235	01- 201- 000- 0000- 6402		164.95-	REBATE		Supplies		N	
227	01- 202- 000- 0000- 6565		488.90	TRANSPORT/CT SEC/ VEH MAIN		Repair & Maintenance- Auto		N	
229	01- 202- 000- 0000- 6565		109.95-	TRANSPORT/CT SEC/VEH MAIN CRED		Repair & Maintenance- Auto		N	
237	01- 251- 000- 0000- 6402		407.99	LAUNDRY BINS PD 12		Supplies		N	
236	01- 283- 000- 0000- 6402		394.34	HALL SIGNS		Office Supplies		N	
77805	US Bank *		2,909.72	17 Transactions					
77806	US Bank **								
215	01- 035- 000- 0000- 6265		95.90	EMPLOYMENT VERIF		Professional Services- Personnel		N	
220	01- 060- 000- 0000- 5830		452.42-	REBATE		Miscellaneous Other Revenue		N	
214	01- 060- 000- 0000- 6261		557.30	1095C FILING		Professional Services		N	
219	01- 060- 000- 0000- 6261		14.95	1095 C CORRECTION		Professional Services		N	
202	01- 060- 000- 0000- 6403		74.88	ERGONOMICS SUPP		Ergonomic Supplies		N	
207	01- 060- 000- 0000- 6839		399.80	CVS SUPPLIES		reimb collections- inter office		N	
198	01- 063- 000- 0000- 6603		119.94	TECH SUPPLIES		Equip,Furniture,Fixtures		N	
199	01- 063- 000- 0000- 6603		299.99	TECH SUPPLIES		Equip,Furniture,Fixtures		N	
209	01- 100- 000- 0000- 6243		105.00	MEMBERSHIP REN- D. MOELLER		Registration Fees		N	
210	01- 100- 000- 0000- 6243		105.00	MEMBERSHIP REN- N.FALLION		Registration Fees		N	
211	01- 100- 000- 0000- 6243		105.00	MEMBERSHIP REN- D.VIGDAL		Registration Fees		N	
212	01- 100- 000- 0000- 6243		105.00	MEMBERSHIP REN- L.OLSON		Registration Fees		N	
213	01- 100- 000- 0000- 6243		105.00	MEMBERSHIP REN- A.CREGO		Registration Fees		N	
196	01- 110- 000- 0000- 6301		99.98	MAINT SUPPLIES		Repair & Maintenance- Bldg & Equipn		N	
197	01- 110- 000- 0000- 6301		359.40	MAINT SUPPLIES		Repair & Maintenance- Bldg & Equipn		N	
200	01- 110- 000- 0000- 6301		109.65	MAINTENANCE SUPP		Repair & Maintenance- Bldg & Equipn		N	

**** Milles County ****



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1 County Revenue Fund

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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Vendor Name		Rpt		Invoice #		Account/Formula Descripti		1099	
No.	Account/Formula	Accr	Amount	Warrant Description	Service Dates	Paid On Bnf #	On Behalf of Name		
205	01-110-000-0000-6301		16.87	MAINT SUPP			Repair & Maintenance- Bldg & Equipn	N	
204	01-110-000-0000-6402		91.73	MAINT SUPPLIES			Supplies	N	
206	01-110-000-0000-6402		36.49	MAINT SUPP			Supplies	N	
208	01-110-000-0000-6603		277.29	MAINT SUPP			Equip,Furniture,Fixtures	N	
216	01-617-000-0000-6243		255.00	TRAINING C.WEBB			Registration Fees	N	
217	01-617-000-0000-6243		255.00	TRAINING C.BERG			Registration Fees	N	
218	01-617-000-0000-6243		1,327.00	TRAINING D.CHRISTANSEN			Registration Fees	N	
201	01-617-000-0000-6402		21.98	ER SUPPLIES			Office Supplies	N	
77806	US Bank **		4,485.73		24 Transactions				
23128	Washington Cty Sheriffs Office								
238	01-091-000-0000-6261		70.00	CIVIL PROCESS 48- CR- 20- 1186			Professional Services	N	
23128	Washington Cty Sheriffs Office		70.00		1 Transactions				
23072	Waynes Sanitation LLC								
239	01-205-000-0000-6251		89.76	S&R UTILITY			Utility Services	N	
23072	Waynes Sanitation LLC		89.76		1 Transactions				
71591	West Central Reg Juv Ctr Secure Detentio								
240	01-255-000-0000-6269		1,225.00	COURT ORDERED DETENTION			Detention & Rehab Services	N	
71591	West Central Reg Juv Ctr Secure Detentio		1,225.00		1 Transactions				
23001	West Group								
241	01-091-000-0000-6402		1,985.34	WEST CHARGES- FEB			Supplies	N	
242	01-091-000-0000-6402		96.27	LIBRARY CHARGE			Supplies	N	
243	01-201-000-0000-6261		207.62	FEB CONTRACT FEE			Professional Services	N	
23001	West Group		2,289.23		3 Transactions				
2137	Whelen Engineering Company Inc								
244	01-201-000-0000-6565		168.00	ION RED & BLUE LIGHT			Repair & Maintenance- Auto	N	
2137	Whelen Engineering Company Inc		168.00		1 Transactions				
77286	Ziebarth/Crystal								
245	01-091-000-0000-6261		59.50	48- CR- 21- 249 T.MELEEN			Professional Services	Y	
77286	Ziebarth/Crystal		59.50		1 Transactions				
1 Fund Total:			383,735.04				121 Vendors		230 Transactions
							County Revenue Fund		

**** Mille Lac County ****

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor Name		Rpt		Warrant Description		Invoice #		Account/Formula Descripti	
No.	Account/Formula	Accr		Amount	Service Dates	Paid On Bhf #	On Behalf of Name		1099
77807 Enterprise FM Trust									
49	10- 340- 000- 0000- 6261			45.00	PW- MAINT FEE 9@5.00		Professional Services		N
50	10- 340- 000- 0000- 6301			300.50	PW TOW FEE 1412		Equipment Repair		N
45	10- 340- 000- 0000- 6344			634.78	PW UNIT 1415		Public Works Enterprise Lease		N
46	10- 340- 000- 0000- 6344			570.03	PW UNIT 1416		Public Works Enterprise Lease		N
47	10- 340- 000- 0000- 6344			566.06	PW UNIT 1417		Public Works Enterprise Lease		N
48	10- 340- 000- 0000- 6344			653.98	PW UNIT 1414		Public Works Enterprise Lease		N
77807 Enterprise FM Trust				2,770.35	6 Transactions				
77801 Geotab USA, Inc									
60	10- 340- 000- 0000- 6261			936.00	INV2626433 PW		Professional Services		N
77801 Geotab USA, Inc				936.00	1 Transactions				
50470 Office Depot Inc									
143	10- 310- 000- 0000- 6402			14.99	OFFICE SUPPLIES		Supplies		N
50470 Office Depot Inc				14.99	1 Transactions				
77806 US Bank **									
203	10- 310- 000- 0000- 6402			124.01	PW SUPPLIES		Supplies		N
77806 US Bank **				124.01	1 Transactions				
10 Fund Total:				3,845.35	Public Works Department	4 Vendors	9 Transactions		

**** Mille Lacs County ****

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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12 General Ditch Fund



Vendor No. Account/Formula Rpt Accr Invoice # Account/Formula Description Paid On Bhf # On Behalf of Name

78019 HOUSTON ENGINEERING INC

12-652-001-0000-6803

78019 HOUSTON ENGINEERING INC

18044 Rinke- Noonan

12-651-000-0000-6803

12-652-001-0000-6803

12-653-000-0000-6803

12-654-000-0000-6803

12-655-000-0000-6803

12-656-000-0000-6803

12-657-000-0000-6803

12-661-000-0000-6803

12-664-001-0000-6803

18044 Rinke- Noonan

2,044.75

2,044.75

12 Fund Total:

2,244.75

General Ditch Fund

2 Vendors

10 Transactions

1 Transactions

CD2

INV 324459 DITCH RETAINER

INV 324459 DITCH RETAINER

INV 324459 DITCH RETAINER

INV 324459 DITCH RETAINER

INV 324459 DITCH RETAINER

INV 324459 DITCH RETAINER

INV 324459 DITCH RETAINER

INV 324459 DITCH RETAINER

INV 324459 DITCH RETAINER

9 Transactions

Miscellaneous Expense- Redetermin N

Miscellaneous Expense Y

Miscellaneous Expense- Redetermin Y

Miscellaneous Expense Y

Miscellaneous Expense Y

Miscellaneous Expense Y

Miscellaneous Expense Y

Miscellaneous Expense Y

Miscellaneous Expense Y

Miscellaneous Expense- redetermin Y

*** Mille Lac County ***

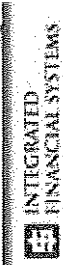


MLKRIS
3/17/21 3:58PM
37 Capital Projects Fund

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

<u>Vendor Name</u>		<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Service Dates</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
5003 East Central Energy											
35	37-873-000-0000-6603					267.96	RADIO TOWER - WAHKON	1 Transactions		Equip,Furniture,Fixtures	N
	5003 East Central Energy					267.96					
77807 Enterprise FM Trust											
42	37-873-000-0000-6603					4,113.53	FLEET CARS	1 Transactions		Equip,Furniture,Fixtures	N
	77807 Enterprise FM Trust					4,113.53					
37 Fund Total:						4,381.49	Capital Projects Fund		2 Vendors	2 Transactions	

**** Mille Lacs County ****



MLKRIS

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75 State Agency Fund

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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Vendor No.	Name	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Account/Formula	Descripti
								Paid On Bhf #		On Behalf of Name
13013	Mn State Treasurer - Accounting Division									
119	75- 885- 000- 0000- 6805				6,762.00	FEB RECORDING SURCHARGE				Collected For Other Agencies N
118	75- 886- 000- 0000- 6805				2,475.00	FEB 2021 VITALS				Collected For Other Agencies N
120	75- 891- 000- 0000- 6805				49.50	FEB ASSURANCE				Collected For Other Agencies N
13013	Mn State Treasurer - Accounting Division				9,286.50		3 Transactions			
75 Fund Total:					9,286.50	State Agency Fund		1 Vendors		3 Transactions
Final Total:					403,493.13	130 Vendors		254 Transactions		

**** Mille Lac County ****

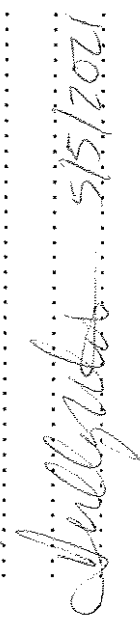
Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	383,735.04	County Revenue Fund
10	3,845.35	Public Works Department
12	2,244.75	General Ditch Fund
37	4,381.49	Capital Projects Fund
75	9,286.50	State Agency Fund
All Funds	403,493.13	Total

Approved by,

 5/6/21
 5/5/2021

**** Mille Lacs County ****
Recap of Warrants Printed

Warrant Form	Starting Warrant No.	Ending Warrant No.	Date of Payment
WARR	177788	177911	03/18/21
Total Amount of Warrants Printed.....	\$403,493.13		124 Warrants

NOTE: Additional Remittance Advice forms were generated for 2 Warrant(s)
These must be separately printed and enclosed with the warrants.

MLKAREN
4/29/21

12:44PM

**** Mille Lacs County ****



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 1

Print List in Order By: 1

- 1 - Fund (Page Break by Fund)
- 2 - Department (Totals 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

*** Mille Lacs County ***

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 2



MLKAREN

4/29/21 12:44PM

1 County Revenue Fund

Vendor Name		Rpt		Amount	Warrant Description		Invoice #		Account/Formula Descripti	
No.	Account/Formula	Accr			Service Dates		Paid On Bhf #	On Behalf of Name		1099
3238	CDW Government									
4	01-063-000-0000-6301			167.03	LEVITON DATA PORTS				Repair & Maintenance-Bldg & Equipm	N
2	01-063-000-0000-6402			31.62	SHARPIES				Office Supplies	N
3	01-063-000-0000-6402			44.62	OFFICE SUPPLIES				Office Supplies	N
3238	CDW Government			243.27		3 Transactions				
77437	Further									
5	01-003-000-0000-6261			862.30	PARTICIPANT FEES				Professional Services	N
77437	Further			862.30		1 Transactions				
12031	Liberty Savings									
14	01-060-000-0000-6838			5.41	OVERPAYMENT 01-034-0201				Reimb collections-Taxes	N
12031	Liberty Savings			5.41		1 Transactions				
13056	Mille Lacs Cty Auditor Treasurer									
6	01-060-000-0000-6841			34.65	FLS DEED TAX 09-965-0270				Reimb Collections-Forf Land Sale	N
7	01-060-000-0000-6841			29.57	FLS DEED TAX 15-024-0100				Reimb Collections-Forf Land Sale	N
13056	Mille Lacs Cty Auditor Treasurer			64.22		2 Transactions				
2927	Mille Lacs Cty Land Service Office									
8	01-060-000-0000-6841			46.00	FLS REC FEE 09-965-0270				Reimb Collections-Forf Land Sale	N
9	01-060-000-0000-6841			46.00	FLS REC FEE 15-024-0100				Reimb Collections-Forf Land Sale	N
2927	Mille Lacs Cty Land Service Office			92.00		2 Transactions				
18091	Rum River Sno Riders									
13	01-510-000-0000-6850			15,000.00	TRAIL MAINT				Snowmobile/Atv Trail Payments	N
18091	Rum River Sno Riders			15,000.00		1 Transactions				
999999993	SAREAR/AARON									
16	01-060-000-0000-6838			2,442.00	DUPLICATE PAYMENT 06-036-0500				Reimb collections-Taxes	N
999999993	SAREAR/AARON			2,442.00		1 Transactions				
999999993	SPIRE CREDIT UNION									
15	01-060-000-0000-6838			25.19	OVERPAYMENT 01-020-1302				Reimb collections-Taxes	N
999999993	SPIRE CREDIT UNION			25.19		1 Transactions				
1880	Wells Fargo Mortgage									
17	01-060-000-0000-6838			23.30	REFUND 11-029-0402				Reimb collections-Taxes	N
1880	Wells Fargo Mortgage			23.30		1 Transactions				



Mille Lacs County

MLKAREN
4/29/21 12:44PM
1 County Revenue Fund

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor Name	No.	Account/Formula	Amount	Rpt	Warrant Description	Service Dates	County Revenue Fund	Invoice #	Account/Formula Descripti	1099	Paid On Bhf #	On Behalf of Name	9 Vendors	13 Transactions
1 Fund Total:			18,757.69											

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11 Community and Veterans :

*** Mille Lacs County ***

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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Vendor Name		Warrant Description		Invoice #		Account/Formula Descripti	
No.	Account/Formula	Amount	Service Dates	Paid On Bhf #	On Behalf of Name		
10	139 Mn Child Support Payment Center						
11	11-420-640-0000-6835	200.00	MCI# 0015493498		Reimb Collections		N
12	11-420-640-0000-6835	60.00	MCI# 0015510548		Reimb Collections		N
	11-420-640-0000-6835	300.00	MCI# 0015288362		Reimb Collections		N
139	Mn Child Support Payment Center	560.00	3 Transactions				
11 Fund Total:		560.00	Community and Veterans Servi	1 Vendors	3 Transactions		

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77 County Agency Fund

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<u>Vendor Name</u>		<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Service Dates</u>	<u>Invoice #</u>	<u>Account/Formula</u>	<u>Descriptor</u>	<u>1099</u>
77366 Blue Cross Blue Shield of Minnesota												
1	77-916-000-0000-6805					743.06	MAY PREMIUMS	1 Transactions		Vision Ins. 2021		N
	77366 Blue Cross Blue Shield of Minnesota					743.06						
77 Fund Total:						743.06	County Agency Fund		1 Vendors		1 Transactions	
Final Total:						20,060.75		11 Vendors		17 Transactions		

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Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	18,757.69	County Revenue Fund
11	560.00	Community and Veterans Servit
77	743.06	County Agency Fund
All Funds	20,060.75	Total

Approved by,

Eric Barfuss

[Signature]

4/29/2021

July 15/21

MLKRIS
4/20/21

11:05AM

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Print List in Order By: 1
1 - Fund (Page Break by Fund)
2 - Department (Totals 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



*** Mille Lacs County ***



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1 County Revenue Fund

Vendor		Account/Formula	Rpt	Warrant Description	Invoice #	Account/Formula	Service Dates	Amount	On Behalf of Name
No.	Account/Formula	Accr							
1	1675	4Imprint		INV #8827426		Employee Recognition	1 Transactions	951.56	N
	1675	4Imprint						951.56	
2	1193	Agnew Hardware Hank		NORTH MAINT FACILITY REPAIRS		Repair & Maintenance- Bldg & Equipn	1 Transactions	48.57	N
	1193	Agnew Hardware Hank						48.57	
3	1103	Anderson Bros Garage Inc		TPW OCR 21- 2609		Professional Services		125.00	N
4		01- 201- 000- 0000- 6261		TIRES		Repair & Maintenance- Auto	2 Transactions	120.00	N
	1103	Anderson Bros Garage Inc						245.00	
5	2355	Anoka Non- Secure Program		COURT ORDERED DETENTION		Detention & Rehab Services	1 Transactions	266.00	N
	2355	Anoka Non- Secure Program						266.00	
7	77982	APG of Southern Minnesota, LLC		VIRTUAL TOWN HALL MTG		Publishing- Legal Notices & Want Ac		20.10	N
6		01- 003- 000- 0000- 6244		2020 DELINQUENT PUBLISHING		Publishing- Legal Notices & Want Ac	2 Transactions	3,709.80	N
	77982	APG of Southern Minnesota, LLC						3,729.90	
8	1181	Auto Body Technicians (A.B.T.)		SQ #23 VEH MAINT		Repair & Maintenance- Auto	1 Transactions	805.04	Y
	1181	Auto Body Technicians (A.B.T.)						805.04	
9	14003	Auto Value - Milaca		SQ #46 REPAIR/MAINT		Repair & Maintenance- Auto	1 Transactions	21.98	N
	14003	Auto Value - Milaca						21.98	
10	77046	Axon Enterprise Inc		EQUIP- TASER		Equip,Furniture,Fixtures	1 Transactions	23,000.00	N
	77046	Axon Enterprise Inc						23,000.00	
11	2203	Benton Trophy & Awards Inc		PLAQUE		Supplies	1 Transactions	255.93	N
	2203	Benton Trophy & Awards Inc						255.93	
12	5892	Billings Service Inc		VEH MAINT SQ #7,48		Repair & Maintenance- Auto		539.72	N
		01- 201- 000- 0000- 6565							

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Vendor Name		Rpt		Warrant Description		Invoice #		Account/Formula Description	
No.	Account/Formula	ACCT		Amount	Service Dates	Paid On Bnf #		On Behalf of Name	
5892	Billings Service Inc			539.72 ✓	1 Transactions				
75133	Birnbaum/Amy								
13	01-107-000-0000-6333			51.16	MEETING PER DIEM			Mileage & Per Diem- Non-Employee	Y
75133	Birnbaum/Amy			51.16 ✓	1 Transactions				
77968	BLUE TO GOLD LLC			758.00	TRAINING BARNES HILLESLAND			Training Expense	N
14	01-201-000-0000-6285			758.00 ✓	1 Transactions				
77968	BLUE TO GOLD LLC								
76941	Boettcher/Linda			45.00	LIBRARY BOARD PER DIEM			Mileage & Per Diem- Non-Employee	Y
15	01-003-000-0000-6333			45.00 ✓	1 Transactions				
76941	Boettcher/Linda								
77725	Breth- Zenzen Fire Protection			990.00	PIPE INSPECTION, SPINKLER HEAD			Repair & Maintenance- Bldg & Equipn	N
16	01-251-000-0000-6301			990.00 ✓	1 Transactions				
77725	Breth- Zenzen Fire Protection								
873	Bureau Of Criminal Apprehension- Permit			2,460.00	CARRY PERMITS 2020, 4TH QTR			Miscellaneous Expense	N
18	01-228-000-0000-6803			630.00	QUARTER CONNECT FEE JAN- MAR			Phone	N
17	01-283-000-0000-6203			3,090.00	2 Transactions				
873	Bureau Of Criminal Apprehension- Permit								
3238	CDW Government			167.03	LEVITON DATA PORTS			Repair & Maintenance- Bldg & Equipn	N
21	01-063-000-0000-6301			312.62	SHARPIES			Office Supplies	N
19	01-063-000-0000-6402			44.62	OFFICE SUPPLIES			Office Supplies	N
20	01-063-000-0000-6402			524.27 ✓	3 Transactions				
3238	CDW Government								
77913	CENTRAL MN CONFLICT & PRO SE SERV			1,800.00	LAW LIBRARY PRO MAR 4-26, 2021			Mileage & Per Diem- Non-Employee	Y
22	01-025-000-0000-6333			1,800.00	1 Transactions				
77913	CENTRAL MN CONFLICT & PRO SE SERV								
76663	Clayton Appliance Repair Inc			644.20	WASHER & DRYER REPAIR			Repair & Maintenance- Bldg & Equipn	N
23	01-251-000-0000-6301			644.20 ✓	1 Transactions				
76663	Clayton Appliance Repair Inc								
2595	Comdata			53.00	DEPUTY GAS			Gasoline	N
24	01-201-000-0000-6563			8.43	DEPUTY MAINT			Repair & Maintenance- Auto	N
25	01-201-000-0000-6565								

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Vendor	Name	No.	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Account/Formula Descripti	1099
2595	Comdata					61.43		2 Transactions		Paid On Bhf #	On Behalf of Name
76709	Corporate Mechanical Inc										
27		01-110-000-0000-6261				8,473.00	2021 BOILER CONTRACT & 1ST HAL			Professional Services	N
26		01-110-000-0000-6301				844.12	ERICSONVILLE IR TUBE HEATER			Repair & Maintenance- Bldg & Equipn	N
76709	Corporate Mechanical Inc					9,317.12		2 Transactions			
77935	COTTER/CODY										
28		01-110-000-0000-6261				50.00	BOILER LIC TEST			Professional Services	N
77935	COTTER/CODY					50.00		1 Transactions			
77559	Counties Providing Technology										
29		01-065-000-0000-6268				5,380.00	DP SERVICES- APRIL			Data Processing	N
30		01-065-000-0000-6342				1,250.00	I- BOX USAGE- APRIL			Lease Agreements	N
77559	Counties Providing Technology					6,630.00		2 Transactions			
76760	Culligan										
31		01-201-000-0000-6402				62.30	DRINKING WATER			Supplies	N
76760	Culligan					62.30		1 Transactions			
1106	Dacotah Paper Co										
32		01-110-000-0000-6402				2,976.61	CLEANING SUPPLIES			Supplies	N
1106	Dacotah Paper Co					2,976.61		1 Transactions			
78036	DONE RIGHT LAWN SERVICES LLC										
33		01-110-000-0000-6261				700.00	LAWN WORK AND PEST CONTROL			Professional Services	N
78036	DONE RIGHT LAWN SERVICES LLC					700.00		1 Transactions			
18771	East Central Regional Juvenile Center										
34		01-255-000-0000-6269				14,731.38	COURT ORDERED DETENTION			Detention & Rehab Services	N
18771	East Central Regional Juvenile Center					14,731.38		1 Transactions			
5045	ECM PUBLISHERS, INC.										
35		01-003-000-0000-6244				45.00	INV # 824341 FEB 16 MINUTES			Publishing- Legal Notices & Want Ac	N
36		01-003-000-0000-6244				21.60	INV#824340 MARCH 11 VIRTUAL TO			Publishing- Legal Notices & Want Ac	N
37		01-003-000-0000-6244				57.60	INV #826466 MARCH 2 MINUTES			Publishing- Legal Notices & Want Ac	N
5045	ECM PUBLISHERS, INC.					124.20		3 Transactions			
5030	Electric Motor Service										
38		01-110-000-0000-6301				100.70	WAHKON EF- 2021			Repair & Maintenance- Bldg & Equipn	N

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Vendor Name	No.	Account/Formula	Rpt	Accr	Warrant Description	Service Dates	Amount	Invoice #	Account/Formula Description	On Behalf of Name
5030 Electric Motor Service						1 Transactions	100.70 ✓			
77807 Enterprise FM Trust										
41 01-060-000-0000-6565					MAINTENANCE COSTS		974.14 ✓		Repair & Maintenance- Auto	N
40 01-110-000-0000-6261					MAINTENANCE FEE 14		70.00 ✓		Professional Services	N
77807 Enterprise FM Trust						2 Transactions	1,044.14			
2361 Fairview Diagnostic Labs										
49 01-251-000-0000-6283					INMATES- PD46	1 Transactions	41.96		Care Of Prisoners	N
2361 Fairview Diagnostic Labs							41.96 ✓			
3354 Fairview Health Services										
51 01-251-000-0000-6283					INMATE- S.BURR PD48	1 Transactions	123.13 ✓		Care Of Prisoners	N
3354 Fairview Health Services							123.13			
21488 First National Bank Mllaca										
50 01-060-000-0000-6261					ACH FEES- JAN- MAR 2021	1 Transactions	87.33		Professional Services	N
21488 First National Bank Mllaca							87.33			
78171 FLOORS BY BECKERS LLC										
52 01-251-000-0000-6301					FLOOR COVERING 7 INSTAL PD 36	1 Transactions	6,100.00 ✓		Repair & Maintenance- Bldg & Equipn	N
78171 FLOORS BY BECKERS LLC							6,100.00			
6069 Forestry Suppliers Inc										
53 01-617-000-0000-6301					SURVEY SUPPLIES	1 Transactions	74.56 ✓		Repair & Maintenance - Bldg & Equi	N
6069 Forestry Suppliers Inc							74.56			
6127 Frontier Precision Inc										
54 01-201-000-0000-6402					PROPELLERS	1 Transactions	130.00 ✓		Supplies	N
6127 Frontier Precision Inc							130.00			
76695 Galls LLC										
58 01-201-000-0000-6450					UNIFORMS- COX		57.99 ✓		Uniforms	N
59 01-201-000-0000-6450					REFURBISH BADGE		15.00 ✓		Uniforms	N
55 01-251-000-0000-6450					BADGES PD 20		316.30 ✓		Uniforms	N
57 01-251-000-0000-6450					UNIFORMS- KROSKA PD 20		258.01 ✓		Uniforms	N
90 01-251-000-0000-6450					UNIFORMS- CONCHAS PD 20		258.01 ✓		Uniforms	N
56 01-251-000-0000-6603					TRAINING CUFF PD 28	6 Transactions	327.94 ✓		Equip,Furniture,Fixtures	N
76695 Galls LLC							1,233.25			

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Vendor	Name	No.	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Account/Formula Descripti	1099
77801	Geotab USA, Inc									Paid On Bhf #	On Behalf of Name
60	77801	01-110-000-0000-6261				576.00	INV 267597 MONTHLY SUBSC	1 Transactions		Professional Services	N
	77801	Geotab USA, Inc				576.00					
61	77702	Giernan Law LLC				1,700.00	CHIPS LEGAL SERVICE APRIL	1 Transactions		County Public Defender Fees	Y
	77702	01-015-000-0000-6267				1,700.00					
62	7111	Gopher State One- Call				2.70	LOCATES- 2021	1 Transactions		Professional Services	N
	7111	01-110-000-0000-6261				2.70					
63	1072	Granite City Roofing				824.96	TANGO REPAIR PD 35	1 Transactions		Repair & Maintenance- Bldg & Equipn	N
	1072	01-251-000-0000-6301				824.96					
65	7015	Granite Electronics Inc				914.66	RADIO REPAIR			Repair & Maintenance - Bldg & Equi	N
64		01-283-000-0000-6301				678.53	MONTHLY SERVICE- APRIL	2 Transactions		Miscellaneous Expense	N
	7015	Granite Electronics Inc				1,593.19					
66	77449	Hill Capitol Strategies Inc				20,000.00	GOVNMT AFFAIRS APRIL&MAY	1 Transactions		Professional Services	N
	77449	01-003-000-0000-6261				20,000.00					
67	76279	HotsyMinnesota.Com				591.35	HOTSY REPAIR AND SOAP\	1 Transactions		Repair & Maintenance- Bldg & Equipn	N
	76279	01-110-000-0000-6301				591.35					
69	32903	Hytech Automotive Of Princeton Inc				247.00	TOW INCR 21- 2345	1 Transactions		Professional Services	N
	32903	01-201-000-0000-6261				247.00					
70	2455	Identisys				731.99	ID MACHINE SUPPLIES	1 Transactions		Miscellaneous Expense	N
	2455	01-228-000-0000-6803				731.99					
71	2080	Independent Emergency Services				100.00	E911 MONTHLY SERVICE APRIL 2021			Miscellaneous Expense	Y
		01-281-000-0000-6803									

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Vendor Name		Warrant Description	Invoice #	Account/Formula Descripti
No.	Account/Formula	Service Dates	Paid On Bhf #	On Behalf of Name
2080	Independent Emergency Services	1 Transactions		
		Amount		
		100.00		
33326	Isle Automotive Inc			
72	01- 201- 000- 0000- 6402	POLE CALM SUPPLIES		Supplies
73	01- 206- 000- 0000- 6565	SNOWMOBILE REPAIR/ MAINT		Repair & Maintenance- Auto
		12.87		
33326	Isle Automotive Inc	2 Transactions		
		21.77		Supplies
9057	Isle Hardware Hank			
74	01- 201- 000- 0000- 6402	POLE CAM SUPPLIES		Repair & Maintenance- Bldg & Equipn
75	01- 205- 000- 0000- 6301	S&R BLDG/REPAIR/MAINT KEY		Repair & Maintenance- Bldg & Equipn
76	01- 205- 000- 0000- 6301	RESCUE TRAILER REPAIR		
9057	Isle Hardware Hank	3 Transactions		
		37.13		
10019	Jh Larson Electric Co			
77	01- 110- 000- 0000- 6402	BULES 2021		Supplies
10019	Jh Larson Electric Co	1 Transactions		
		357.15		
10046	Jims Mille Lacs Disposal Inc			
78	01- 110- 000- 0000- 6251	DISPOSAL CONTRACT		Utility Services
10046	Jims Mille Lacs Disposal Inc	1 Transactions		
		533.52		
17	Johnson Auto Transport & Towing			
80	01- 201- 000- 0000- 6261	TOW ICR 21- 2769		Professional Services
92	01- 201- 000- 0000- 6261	TOW ICR 21.6075		Professional Services
17	Johnson Auto Transport & Towing	2 Transactions		
		408.00		
76389	Jons Door Service LLC			
79	01- 110- 000- 0000- 6301	REPAIR 1 OVERHEAD AND REPLACEM		Repair & Maintenance- Bldg & Equipn
76389	Jons Door Service LLC	1 Transactions		
		3,811.00		
2715	Kendell Doors & Hardware			
81	01- 110- 000- 0000- 6402	BEST KEYS AND CORES		Supplies
2715	Kendell Doors & Hardware	1 Transactions		
		725.25		
37225	Kochs Hardware Hank			
84	01- 110- 000- 0000- 6402	MISC SUPPLEIS		Supplies
83	01- 201- 000- 0000- 6402	SUPPLIES		Supplies
82	01- 201- 000- 0000- 6451	K9 DOG FOOD		K- 9 Expense
85	01- 251- 000- 0000- 6402	MISC SUPPLIES		Supplies
		100.83		

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Vendor Name	Account/Formula	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Account/Formula Description	1099
No.	Account/Formula	ACCT				Paid On Bhf #	On Behalf of Name	
37225	Kochs Hardware Hank		708.56		4 Transactions			
78326	LAACKE & JOYS COMPANY, LLC							
86	01-283-000-0000-6603		3,000.00	DISPATCH CHAIRS	1 Transactions		Equip,Furniture,Fixtures	N
78326	LAACKE & JOYS COMPANY, LLC		3,000.00					
78052	LOOKIN GOOD TINT LLC							
87	01-110-000-0000-6261		845.00	LETTERSFOR DORRS AND TINT WAHK	1 Transactions		Professional Services	Y
78052	LOOKIN GOOD TINT LLC		845.00					
76077	Lueck/Loren							
88	01-107-000-0000-6333		45.00	BOARD OF ADJ PER DIEM			Mileage & Per Diem- Non-Employee	Y
89	01-107-000-0000-6333		29.12	MILEAGE			Mileage & Per Diem- Non-Employee	Y
76077	Lueck/Loren		74.12		2 Transactions			
3392	Madden Galanter Hansen Llp							
93	01-035-000-0000-6261		7,015.60	EXPENSES AND SERVICES 2/1- 2/28	1 Transactions		Professional Services	Y
3392	Madden Galanter Hansen Llp		7,015.60					
75889	Martin McAllister							
95	01-035-000-0000-6265		550.00	INV 13823- PUBLIC SAFETY ASSES	1 Transactions		Professional Services- Personnel	N
75889	Martin McAllister		550.00					
13502	Mckesson Medical- Surgical Mn Supply Inc							
96	01-251-000-0000-6283		749.51	MEDICAL SUPPLIES- PD52	1 Transactions		Care Of Prisoners	N
13502	Mckesson Medical- Surgical Mn Supply Inc		749.51					
13444	Mei - Minnesota Elevator Inc							
97	01-110-000-0000-6261		924.75	MONTHLY ELEVATOR INSP- 2021	1 Transactions		Professional Services	N
13444	Mei - Minnesota Elevator Inc		924.75					
2105	Menards - Waite Park							
99	01-110-000-0000-6301		877.33	REPAIR MATERIAL			Repair & Maintence- Bldg & Equipn	N
98	01-251-000-0000-6402		162.75	FAUCET, MISC PD 34			Supplies	N
2105	Menards - Waite Park		1,040.08		2 Transactions			
2880	Mend Correctional Care							
100	01-251-000-0000-6261		23,005.65	HEALTHCARE SERVICES APR- PD 4	1 Transactions		Professional Services	Y
2880	Mend Correctional Care		23,005.65					

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Vendor No.	Vendor Name	Account/Formula	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Account/Formula	Descripti	1099
			Accr				Paid On Bhf #		On Behalf of Name	
101	75843	Meyer's Milaca Parts City		100.00	REPAIR PARTS COURTHOUSE				Repair & Maintenance- Auto	N
102		01-060-000-0000-6565		19.02	REPAIR PARTS- PW				Repair & Maintenance- Auto	N
	75843	Meyer's Milaca Parts City		119.02 ✓		2 Transactions				
103	77858	MID- MN INSPECTIONS LLC		381.56	CONTACTED INSPECTION MAR 21				Building Code Contract Expense	Y
104		01-107-000-0000-6292		15,176.07	CONTRACTED PLAN REVIEW MAR 21				Building Code Contract Expense	Y
	77858	MID- MN INSPECTIONS LLC		15,557.63 ✓		2 Transactions				
105	3461	Midwest Machinery (Princeton)		86.42	JD HEADLIGHT 2021				Repair & Maintenance- Bldg & Equipn	N
	3461	Midwest Machinery (Princeton)		86.42 ✓		1 Transactions				
106	77650	Migala Law Office LLC		1,750.00	CHIPS LEGAR SERVICES APR 2021				County Public Defender Fees	Y
	77650	Migala Law Office LLC		1,750.00 ✓		1 Transactions				
107	14118	Mike Nelsons Auto Glass Plus		412.83	SQ #32 WINDSHIELD				Repair & Maintenance- Auto	Y
	14118	Mike Nelsons Auto Glass Plus		412.83 ✓		1 Transactions				
108	13040	Milaca Building Center		217.42	MATERIAL FOR REPAIRS				Repair & Maintenance- Bldg & Equipn	N
	13040	Milaca Building Center		217.42 ✓		1 Transactions				
109	13065	Milaca Community Ed Dept		499.00	GED- COST OF SERV APR 21 PD17				Miscellaneous Expense	N
	13065	Milaca Community Ed Dept		499.00 ✓		1 Transactions				
110	46030	Milaca Unclaimed Freight Inc		14.79	SUPPLIES				Supplies	N
	46030	Milaca Unclaimed Freight Inc		91.29	MISC PD 21				Supplies	N
	46030	Milaca Unclaimed Freight Inc		106.08 ✓		2 Transactions				
111	13263	Mille Lacs Cty Area DAC Inc		170.16	INV 38479 HWY DEPT MAR 21				Professional Services	N
112		01-060-000-0000-6261		970.05	COURTHOUSE CLEANING MAR 21				Professional Services	N
113		01-060-000-0000-6261		1,140.21 ✓		2 Transactions				
114	13263	Mille Lacs Cty Area DAC Inc								

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No.	Account/Formula	Accr				Paid On Bhf #	On Behalf of Name	
112	13056	Mille Lacs Cty Auditor Treasurer						
		01-060-000-0000-6803			37.30		Miscellaneous Expense	N
	13056	Mille Lacs Cty Auditor Treasurer			37.30			
		01-060-000-0000-6803		1 Transactions				
115	13052	Mille Lacs Soil & Water						
		01-609-000-0000-6875			21,250.00		Annual County Contribution	N
116		01-609-000-0000-6876			5,687.50		capacity funding match SWCD	N
	13052	Mille Lacs Soil & Water			26,937.50			
		01-609-000-0000-6875		2 Transactions				
125	75691	Minnesota Computer Systems Inc						
		01-025-000-0000-6402			20.00		Office Supplies	N
120		01-035-000-0000-6301			148.87		Repair & Maintenance- Bldg & Equip	N
123		01-041-000-0000-6301			64.26		Repair & Maintenance- Bldg & Equipn	N
121		01-063-000-0000-6301			37.87		Repair & Maintenance- Bldg & Equipn	N
126		01-091-000-0000-6301			128.84		Repair & Maintenance- Bldg & Equipn	N
122		01-100-000-0000-6301			62.31		Repair & Maintenance- Bldg & Equipn	N
124		01-107-000-0000-6301			62.50		Repair & Maintenance- Bldg & Equipn	N
117		01-201-000-0000-6301			51.54		Repair & Maintenance- Bldg & Equipn	N
118		01-201-000-0000-6301			115.83		Repair & Maintenance- Bldg & Equipn	N
119		01-251-000-0000-6301			323.28		Repair & Maintenance- Bldg & Equipn	N
127		01-255-000-0000-6301			124.22		Repair & Maintenance- Bldg & Equipn	N
	75691	Minnesota Computer Systems Inc			1,139.52			
		01-255-000-0000-6301		11 Transactions				
139	13430	Minnesota Monitoring Inc						
		01-255-000-0000-6261			320.00		Professional Services	N
138		01-259-000-0000-6276			1,300.00		Electronic Monitoring Subsidy Gran	N
	13430	Minnesota Monitoring Inc			1,620.00			
		01-259-000-0000-6276		2 Transactions				
163	77105	Mitz/Dolores O						
		01-091-000-0000-6261			157.25		Professional Services	Y
164		01-091-000-0000-6261			92.50		Professional Services	Y
165		01-091-000-0000-6261			32.38		Professional Services	Y
	77105	Mitz/Dolores O			282.13			
		01-091-000-0000-6261		3 Transactions				
128	13470	Mn Counties Computer Coop						
		01-060-000-0000-6261			2,951.00		Professional Services	Y
129		01-060-000-0000-6261			600.00		Professional Services	Y
	13470	Mn Counties Computer Coop			3,551.00			
		01-060-000-0000-6261		2 Transactions				
44514		Mn Counties Ins Trust						

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Vendor Name	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Account/Formula	Descripti
No.							Paid On Bhf #	On Behalf of Name	1099
131	01-060-000-0000-6354			528.00	HONDA CRV INSURANCE			Insurance	N
132	01-060-000-0000-6354			158.00	SKI DOO SNOWMOBILE			Insurance	N
44514	Mn Counties Ins Trust			686.00		2 Transactions			
4134	Mn Dept Of Human Services			214.59	INV A300IC482181	1 Transactions		Supplies	N
4134	Mn Dept Of Human Services			214.59					
151	Mn Office Of Enterprise Technology			1,300.00	OET WAN SERVICE	1 Transactions		M-Net Hookup	N
151	Mn Office Of Enterprise Technology			1,300.00					
13155	Mn School Of Diving Inc			218.00	DRYSUIT REPAIR	1 Transactions		Repair & Maintenance- Bldg & Equipn	N
13155	Mn School Of Diving Inc			218.00					
46474	Mn State Auditor			5,245.50	INV 70936 12/9/20- 2/16/21 AUDI	1 Transactions		Auditing And Accounting Services	N
46474	Mn State Auditor			5,245.50					
75577	Morris Electronics			160.00	EXCHANGE SERVER SUPPORT	1 Transactions		Professional Services	N
75577	Morris Electronics			160.00					
13156	Motorola Inc			1,827.31	MONTHLY MAINT MAY 2021	1 Transactions		Repair & Maintenance - Bldg & Equi	N
13156	Motorola Inc			1,827.31					
78324	Mycull Fixtures, Inc			3,900.00	MILLWORK FOR MLC BOARDROOM	1 Transactions		Professional Services	N
78324	Mycull Fixtures, Inc			3,900.00					
75595	NCIC Operator Services			1,450.00	INMATE PHONE CARDS	1 Transactions		Miscellaneous Expense	N
75595	NCIC Operator Services			1,450.00					
49802	North Memorial Ambulance Service			600.46	J.SAM PD 49	1 Transactions		Care Of Prisoners	N
49802	North Memorial Ambulance Service			600.46					

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Vendor Name	No.	Account/Formula	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Account/Formula Descripti	1099
			ACCT				Paid On Bhf #	On Behalf of Name	
76565	Northstar Computer Forms	01-035-000-0000-6402		347.10	INV 49783784 BIRTH CERTS	1 Transactions		Office Supplies	N
76565	Northstar Computer Forms			347.10					
12155	NORTHWESTERN MN JUVENILE CTR (Seci	01-255-000-0000-6269		548.00	COURT ORDERED NON SECURE DET	1 Transactions		Detention & Rehab Services	N
12155	NORTHWESTERN MN JUVENILE CTR (Seci			548.00					
75287	NORTHWOODS ANIMAL HOSPITAL	01-201-000-0000-6451		449.65	K9 VET	1 Transactions		K-9 Expense	N
75287	NORTHWOODS ANIMAL HOSPITAL			449.65					
50470	Office Depot Inc	01-035-000-0000-6402		44.92	OFFICE SUPPLIES			Office Supplies	N
157		01-041-000-0000-6402		97.82	PAPER			Office Supplies	N
156		01-091-000-0000-6402		95.97	OFFICE SUPPLIES			Supplies	N
159		01-201-000-0000-6402		195.34	OFFICE SUPPLIES			Supplies	N
154		01-251-000-0000-6402		355.89	SUPPLIES PD 22			Supplies	N
155		01-393-000-0000-6402		20.71	OFFICE SUPPLIES			Office Supplies	N
50470	Office Depot Inc			810.65		6 Transactions			
3535	On-Line Retrievers	01-231-000-0000-6261		996.20	ANIMAL CONTROL MAR 2021	1 Transactions		Professional Services	Y
161				996.20					
51059	Onamia Service Ctr Llc	01-201-000-0000-6261		248.36	TOW ICR #21-1580	1 Transactions		Professional Services	N
162				248.36					
77391	Premium Waters Inc	01-110-000-0000-6261		153.40	WATER STATIONS AND 5 GAL BOTTL	1 Transactions		Professional Services	N
166				153.40					
78258	PRINCETON ELECTRIC INC	01-110-000-0000-6301		170.00	REPLACE LIGHTS			Repair & Maintenance- Bldg & Equipn	N
168		01-251-000-0000-6301		640.09	LIGHT REPAIR IN TANGO- PD 35			Repair & Maintenance- Bldg & Equipn	N
167				810.09		2 Transactions			
78258	PRINCETON ELECTRIC INC								
75389	Princeton Minuteman Press	01-201-000-0000-6402		373.85	SUPPLIES			Supplies	N
170									

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Vendor Name		Rpt		Invoice #		Account/Formula Descripti	
No.	Account/Formula	Accr	Amount	Warrant Description	Service Dates	Paid On Bhf #	On Behalf of Name
169	75389 Princeton Minuteman Press		90.00	BUSINESS CARDS- W&D PD 22	2 Transactions		Supplies
			463.85				
171	1595 Professional Portable X-Ray Inc		300.00	INMATES R. BEAULIEU PD 46	1 Transactions		Care Of Prisoners
	01-251-000-0000-6283		300.00				
172	1595 Professional Portable X-Ray Inc		68.25	POSTAGE	1 Transactions		Postage
	78006 QUADIENT FINANCE USA INC		68.25				
	01-060-000-0000-6202						
173	78006 QUADIENT FINANCE USA INC		1,460.00	HCH UPS PM CONTRACT	2 Transactions		Professional Services
	01-110-000-0000-6261		1,040.70	REPLACE HCH UPS BATTERIES			Repair & Maintenance- Bldg & Equipn
174	78319 Quality Power Solutions, LLC		2,500.70				
	01-110-000-0000-6301						
175	78327 RED CEDAR CONSULTING, LLC		6,568.80	PROBATION INVESTIGATION	1 Transactions		Professional Services- Personnel
	01-035-000-0000-6265		6,568.80				
177	78028 Republic Minden Transfer Station		6,727.99	RECYCLING REBATE/TIP FEE	1 Transactions		Recycling ? Recycling Fees
	01-393-000-0000-6210		6,727.99				
178	55680 Resource Training & Solutions		250.00	INV 34990 MEMB FEE	1 Transactions		Professional Services
	01-060-000-0000-6261		250.00				
94	77350 Rhonda J Magnussen LLC		801.10	INV 4526 48- PR- 13- 257	1 Transactions		Professional Services
	01-015-000-0000-6261		801.10				
179	18044 Rinke- Noonan		300.00	FEB ADVICE TO REGISTRAR			Professional Services
180	18044 Rinke- Noonan		300.00	MARCH ADVICE TO REGISTRAR	2 Transactions		Professional Services
	01-107-000-0000-6261		600.00				
181	18170 Roxbury Jr/John A		90.00	PER DIEM			Mileage & Per Diem- Non-Employee
182	01-107-000-0000-6333		65.02	MILEAGE			Mileage & Per Diem- Non-Employee
	01-107-000-0000-6333						

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Vendor Name	No.	Account/Formula	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Account/Formula Description	Paid On Behf #	On Behalf of Name
18170 Roxbury Jr/John A			ACCT	155.02		2 Transactions				
75117 Rum River Ranch Inc										
183	01-617-000-0000-6850			2,500.00	ORV PARK DEMO AND TREE REMOVAL	1 Transactions		Grant Projects		N
75117 Rum River Ranch Inc				2,500.00						
77407 RWB Emergency Lighting LLC										
184	01-201-000-0000-6605			12,579.59	NEW SQ INSTALL			Vehicles		Y
185	01-251-000-0000-6605			1,129.71	JAIL TRANSPORT INSTALL			Vehicles		Y
77407 RWB Emergency Lighting LLC				13,709.30		2 Transactions				
77255 SailorsAllen Law										
186	01-015-000-0000-6267			3,700.00	APRIL LEGAL SERV PUB DEF	1 Transactions		County Public Defender Fees		Y
77255 SailorsAllen Law				3,700.00						
19253 Secure- Tec Protection										
187	01-110-000-0000-6301			454.62	TROUBLESHOOT AND REPLACE REPEA	1 Transactions		Repair & Maintenance- Bldg & Equipn		Y
19253 Secure- Tec Protection				454.62						
2859 Shi International Corp										
189	01-063-000-0000-6424			4,082.40	WINDOWS 2019 SERVER CALS			Licensing		N
188	01-063-000-0000-6603			564.75	ENCRYPTED HARD DRIVE/ UBI SWIT			Equip.Furniture,Fixtures		N
2859 Shi International Corp				4,647.15		2 Transactions				
2049 Shred Right										
190	01-060-000-0000-6261			208.50	INV 549440			Professional Services		N
191	01-060-000-0000-6261			80.00	INV 549441			Professional Services		N
192	01-060-000-0000-6261			105.00	INV 549442			Professional Services		N
193	01-060-000-0000-6261			80.00	INV 549436			Professional Services		N
2049 Shred Right				473.50		4 Transactions				
2087 Sirchie Finger Print Laboratories										
194	01-201-000-0000-6402			453.83	SUKPPLES	1 Transactions		Supplies		N
2087 Sirchie Finger Print Laboratories				453.83						
77857 SPS COMPANIES INC										
195	01-110-000-0000-6301			334.09	REPAIR SUPPLIES			Repair & Maintenance- Bldg & Equipn		N
196	01-110-000-0000-6402			326.33	TOOLS			Supplies		N
77857 SPS COMPANIES INC				660.42		2 Transactions				

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Vendor Name	No. Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Account/Formula Descripti	1099
							Paid On Bhf #	On Behalf of Name	
197	19144 Streichers			2,485.02	AMMO	1 Transactions		Supplies	N
	19144 Streichers			2,485.02					
198	76947 Summit Food Service LLC			15,347.01	COFFEE/INMATE MEALS MAR 2021	1 Transactions		Food Service	N
	76947 Summit Food Service LLC			15,347.01					
199	19935 Swaa			200.00	ANNUAL REG FEE	1 Transactions		Registration Fees	N
	19935 Swaa			200.00					
200	77972 TAFT			95,907.25	LEGAL FEES FOR LAW ENFOR JUR			Contingency- General Fund	Y
201	01- 811- 000- 0000- 6804			7,287.00	LEGAL FEES FOR SUIT FOR INDEMN	2 Transactions		Contingency- General Fund	Y
	77972 TAFT			103,194.25					
202	2050 Thrifty White Pharmacy			1,180.04	INMATE PRESC/MED CART MAR PD47	1 Transactions		Care Of Prisoners	N
	2050 Thrifty White Pharmacy			1,180.04					
203	75208 Tire Solutions Inc			584.00	SQ 37 VEH REPA/MAIN TIRES	1 Transactions		Repair & Maintenance- Auto	N
	75208 Tire Solutions Inc			584.00					
205	660 Tw Vending			98.27	INDIGENT MAR 21			Care Of Prisoners	N
206	01- 251- 000- 0000- 6283			9.85	EMAIL& SMS			Care Of Prisoners	N
204	01- 253- 000- 0000- 6803			7,702.89	VENDING SALES MAR 21 PD 13	3 Transactions		Miscellaneous Expense	N
	660 Tw Vending			7,811.01					
176	2615 University Of Mn- Regents			18,814.00	JAN- MAR 2021 MOA BILLING 4H ED	1 Transactions		Professional Services	N
	2615 University Of Mn- Regents			18,814.00					
259	77791 US Bank			65.00	TIM KILGRIFF ELDER ABUSE CONF			Registration Fees	N
260	01- 091- 000- 0000- 6243			65.00	BRIAN WOLDS WEBINAR CLE			Registration Fees	N
261	01- 091- 000- 0000- 6846			300.60	WELLNESS EXERCISE MAT			Forfeiture Expenditures	N

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Vendor Name		Warrant Description		Invoice #		Account/Formula Descripti	
No.	Account/Formula	Amount	Service Dates	Paid On Bhf #	On Behalf of Name		
77791	US Bank	430.60	3 Transactions				
77805	US Bank *						
211	01-201-000-0000-6261	114.36	✓ SHIPPING			Professional Services	N
216	01-201-000-0000-6261	90.00	✓ MO SERV FEE			Professional Services	N
217	01-201-000-0000-6261	348.19	✓ DV COURT SUPPLIES			Professional Services	N
207	01-201-000-0000-6285	75.00	✓ BROBERG TRAINING			Training Expense	N
208	01-201-000-0000-6285	75.00	✓ EVENSON TRAINING			Training Expense	N
213	01-201-000-0000-6285	445.00	✓ TRAINING COX			Training Expense	N
218	01-201-000-0000-6285	375.00	✓ CREDIT			Training Expense	N
219	01-201-000-0000-6285	375.00	✓ CREDIT			Training Expense	N
223	01-201-000-0000-6285	162.14	✓ TRAINING INST PACKET			Training Expense	N
210	01-201-000-0000-6402	262.95	✓ LOCK REMOTES			Supplies	N
220	01-201-000-0000-6402	42.07	✓ SUPPLIES			Supplies	N
221	01-201-000-0000-6402	21.98	✓ SUPPLIES			Supplies	N
222	01-201-000-0000-6402	7.70	✓ SUPPLIES			Supplies	N
224	01-201-000-0000-6402	8.91	✓ SUPPLIES			Supplies	N
226	01-201-000-0000-6402	26.37	✓ SUPPLIES			Supplies	N
228	01-201-000-0000-6402	147.75	✓ SUPPLIES			Supplies	N
214	01-201-000-0000-6451	100.00	✓ K9 SUBSCRIPTION			K- 9 Expense	N
215	01-201-000-0000-6451	100.00	✓ K9 SUBSCRIPTION			K- 9 Expense	N
209	01-201-000-0000-6505	137.39	✓ VEH MATS			Repair & Maintenance- Auto	N
212	01-201-000-0000-6505	124.90	✓ VEH MATS			Repair & Maintenance- Auto	N
227	01-202-000-0000-6402	11.88	✓ SUPPLIES			Office Supplies	N
225	01-205-000-0000-6402	336.95	✓ B & W SUPPLIES			Supplies	N
262	01-251-000-0000-6402	27.18	✓ STAPLELESS STAPLERS PD 22			Supplies	N
77805	US Bank *	1,915.72	23 Transactions				
77806	US Bank **						
229	01-035-000-0000-6265	49.95	✓ EQUIFAX			Professional Services- Personnel	N
256	01-035-000-0000-6265	417.00	✓ MEMBERSHIP RENEWAL			Professional Services- Personnel	N
231	01-060-000-0000-6403	63.97	✓ EGONOMIC SUPPLIES			Ergonomic Supplies	N
232	01-060-000-0000-6403	245.83	✓ ERGONOMIC SUPPLIES			Ergonomic Supplies	N
238	01-060-000-0000-6839	158.73	✓ CVS SUPPLIES			reimb collections- inter office	N
237	01-060-000-0000-6842	188.95	✓ RETIREMENT GIFTS			Employee Recognition	N
246	01-060-000-0000-6842	951.56	✓ EMP RECOGNITION SUPPLIES			Employee Recognition	N
247	01-063-000-0000-6261	162.00	✓ TECH SERVICES SUPPLIES			Professional Services	N
242	01-063-000-0000-6301	21.50	✓ TECH SERVICES SUPPLIES			Repair & Maintenance- Bldg & Equipn	N
243	01-063-000-0000-6301	148.49	✓ TECH SERVICES SUPPLIES			Repair & Maintenance- Bldg & Equipn	N

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No.	Account/Formula	Accr		Amount	Service Dates	Paid On Bhf #	On Behalf of Name		
258	01-091-000-0000-6402			1,009.61	COUNTY ATTORNEY SUPPLIES		Supplies		N
248	01-100-000-0000-6243			225.00	MAAO TRAINING D MOELLER		Registration Fees		N
249	01-100-000-0000-6243			225.00	MAAO TRAINING D VIGDAL		Registration Fees		N
250	01-100-000-0000-6243			225.00	MAAO TRAINING L OLSON		Registration Fees		N
235	01-110-000-0000-6301			17.99	MAINTENANCE SUPPLIES		Repair & Maintenance- Bldg & Equipn		N
236	01-110-000-0000-6301			108.00	MAINT SUPPLIES		Repair & Maintenance- Bldg & Equipn		N
239	01-110-000-0000-6301			188.92	MAINT SUPPLIES		Repair & Maintenance- Bldg & Equipn		N
240	01-110-000-0000-6301			251.88	SUPPLY HOUSE		Repair & Maintenance- Bldg & Equipn		N
241	01-110-000-0000-6301			242.43	MAINT SUPPLIES		Repair & Maintenance- Bldg & Equipn		N
253	01-110-000-0000-6301			433.16	MAINT SUPPLIES		Repair & Maintenance- Bldg & Equipn		N
251	01-110-000-0000-6402			49.98	MAINTENANCE REPAIR		Repair & Maintenance- Bldg & Equipn		N
252	01-110-000-0000-6402			15.75	MAINT REPAIR		Supplies		N
257	01-110-000-0000-6603			346.91	MAINT SUPPLIES		Supplies		N
230	01-251-000-0000-6301			231.16	JAIL SUPPLIES		Equip,Furniture,Fixtures		N
233	01-251-000-0000-6301			269.97	JAIL SUPPLIES		Repair & Maintenance- Bldg & Equipn		N
254	01-251-000-0000-6301			19.80	JAIL SUPPLIES		Repair & Maintenance- Bldg & Equipn		N
255	01-251-000-0000-6301			310.36	JAIL SUPPLIES		Repair & Maintenance- Bldg & Equipn		N
234	01-617-000-0000-6243			200.00	U OF M TRIN D CHRISTIANSEN		Repair & Maintenance- Bldg & Equipn		N
77806	US Bank **			6,778.90			Registration Fees		N
				28 Transactions					
2587	Verizon Wireless								
263	01-035-000-0000-6203			139.53	ADMIN SERVICES		Phone		N
265	01-041-000-0000-6203			41.51	AUDITOR TREASURER		Phone		N
267	01-060-000-0000-6839			2,253.48	COMM VETERANS SERVICES		reimb collections- inter office		N
274	01-060-000-0000-6839			315.57	PW CELL PHONES		reimb collections- inter office		N
275	01-063-000-0000-6203			186.04	TECH SERVICES		Phone		N
266	01-091-000-0000-6203			420.10	COUNTY ATTORNEY		Phone		N
264	01-100-000-0000-6203			227.55	ASSESSOR		Phone		N
271	01-107-000-0000-6203			83.02	LAND SERVICES		Phone		N
272	01-110-000-0000-6203			129.53	BLDG MAINTENANCE		Phone		N
273	01-255-000-0000-6203			279.06	PROBATION		Phone		N
269	01-280-000-0000-6203			46.51	EMERGENCY MANAGER		Phone		N
270	01-617-000-0000-6203			176.04	ENV RESOURCES		Phone		N
268	01-701-000-0000-6203			41.51	ECONOMIC MANAGER		Phone		N
2587	Verizon Wireless			4,339.45					
				13 Transactions					
2937	Verus Corporation								
276	01-063-000-0000-6261			825.00	WATCHGUARD FIREWALL SUPPORT		Professional Services		N

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Vendor Name		Rpt		Invoice #		Account/Formula Descripti		1099	
No.	Account/Formula	Accr	Amount	Warrant Description	Service Dates	Paid On Bhf #	On Behalf of Name		
2937	Veter Johnson Architects Inc		825.00 ✓		1 Transactions				
277	01-110-000-0000-6261		3,906.16	HCH ATTIC ACCESS STUDY	1 Transactions		Professional Services	N	
2347	Veter Johnson Architects Inc		3,906.16		1 Transactions				
686	Viking Trophies		277.66	RECOG PINS YEARS OF SERVICE	1 Transactions		Employee Recognition	N	
278	01-060-000-0000-6842		277.66		1 Transactions				
78329	VIRTUAL ACADEMY		539.00	TRAINING T-CPR	1 Transactions		Training Expense	N	
279	01-283-000-0000-6285		539.00		1 Transactions				
78329	VIRTUAL ACADEMY		7,560.00	SUBSCRIPTION FEE	1 Transactions		Subscriptions	N	
280	Visual Labs Inc		7,560.00		1 Transactions				
77643	Visual Labs Inc		45.00	MEETING PER DIEM	2 Transactions		Mileage & Per Diem- Non-Employee	Y	
284	01-107-000-0000-6333		12.32	MILEAGE	2 Transactions		Mileage & Per Diem- Non-Employee	Y	
285	01-107-000-0000-6333		57.32 ✓		2 Transactions				
75950	Weinmann/Kyle		1,968.95	MARCH WEST CHARGES	3 Transactions		Supplies	N	
23001	West Group		96.27	APRIL LIBRARY CHARGE	3 Transactions		Supplies	N	
281	01-091-000-0000-6402		207.62	MARCH WEST CHARGES	3 Transactions		Professional Services	N	
282	01-091-000-0000-6402		2,272.84 ✓		3 Transactions				
283	01-201-000-0000-6261		168.00	SQ REPAIR MAINT	1 Transactions		Repair & Maintenance- Auto	N	
2137	Whelen Engineering Company Inc		168.00		1 Transactions				
286	01-201-000-0000-6565		150.00	MLC LAW LIBRARIAN SALARY	1 Transactions		Mileage & Per Diem- Non-Employee	Y	
76527	Woehler/Cheryl		150.00		1 Transactions				
287	01-025-000-0000-6333		70.00	48- CR- 20- 2365 SENT HEAR TRANS			Professional Services	Y	
76527	Woehler/Cheryl		486.50	48- CR- 20- 1130 TESTIMONY TRANS			Professional Services	Y	
77286	Ziebarth/Crystal								
288	01-091-000-0000-6261								
289	01-091-000-0000-6261								



**INTEGRATED
FINANCIAL SYSTEMS**

4/20/21 11:05AM
I County Revenue Fund

4/20/21 11:05AM
I County Revenue Fund

Page 19

2 Transactions

268 Transactions

MLKRIS

4/20/21 11:05AM

10 Public Works Department

**** Mille Lacs County ****

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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Vendor Name		Rpt	Warrant Description		Invoice #	Account/Formula Descripti	
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	1099
77807	Enterprise FM Trust						
46	10- 340- 000- 0000- 6261		45.00 ✓	PW MAINT FEE		Professional Services	N
47	10- 340- 000- 0000- 6301		167.65 ✓	PW LABOR		Equipment Repair	N
42	10- 340- 000- 0000- 6344		634.78 ✓	PW UNIT 1415		Public Works Enterprise Lease	N
43	10- 340- 000- 0000- 6344		570.03 ✓	PW UNIT 1416		Public Works Enterprise Lease	N
44	10- 340- 000- 0000- 6344		566.06 ✓	PW UNIT 1417		Public Works Enterprise Lease	N
45	10- 340- 000- 0000- 6344		653.98 ✓	PW UNIT 1414		Public Works Enterprise Lease	N
48	10- 340- 000- 0000- 6575		987.37 ✓	PW PARTS		Parts	N
77807	Enterprise FM Trust		3,624.87 ✓	7 Transactions			
77801	Geotab USA, Inc						
91	10- 340- 000- 0000- 6261		936.00 ✓	GEOTAB FOR PW 267597		Professional Services	N
77801	Geotab USA, Inc		936.00	1 Transactions			
50470	Office Depot Inc						
158	10- 310- 000- 0000- 6402		654.96	OFFICE SUPPLIES		Supplies	N
50470	Office Depot Inc		654.96 ✓	1 Transactions			
77806	US Bank **						
245	10- 310- 000- 0000- 6288		230.00 ✓	U OF M TRAINING MARTINSON		Conferences (Adm)	N
244	10- 310- 000- 0000- 6402		58.00 ✓	PW SUPPLIES		Supplies	N
77806	US Bank **		288.00 ✓	2 Transactions			
10 Fund Total:			5,503.83	Public Works Department	4 Vendors	11 Transactions	

*** Mille Lacs County ***



Vendor	Name	No.	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Account/Formula	Descripti	1099
									Paid On Bhf #	On Behalf of Name		
13470	Mn Counties Computer Coop											
130		11-121-000-0000-6268				143.02	2021 IFS SUPPORT(CVS PORTION)				Data Processing(Computer Support)	Y
130		11-420-000-0000-6268				1,567.91	2021 IFS SUPPORT(CVS PORTION)				Data Processing - - Cpu & Trimin	Y
130		11-430-700-0000-6268				2,892.16	2021 IFS SUPPORT(CVS PORTION)				Data Processing - - Cpu & Trimin	Y
130		11-481-000-0000-6268				693.91	2021 IFS SUPPORT(CVS PORTION)				Data Processing(Computer Support)	Y
13470	Mn Counties Computer Coop					5,297.00	4 Transactions					
11 Fund Total:						5,297.00	Community and Veterans Serv		1 Vendors		4 Transactions	

*** Mille Lacs County ***



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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

MLKRIS
4/20/21 11:05AM
12 General Ditch Fund

Vendor	Name	No.	Account/Formula	Rpt	Accr	Amount	Warrant Description	Service Dates	Invoice #	Account/Formula Descripti	1099
78019	HOUSTON ENGINEERING INC					358.00	CD 2 ENGINEERING SERVICES				
68			12-652-001-0000-6803			358.00	1 Transactions			Miscellaneous Expense- Redetermin	N
78019	HOUSTON ENGINEERING INC										
12 Fund Total:						358.00	General Ditch Fund			1 Vendors	1 Transactions

**** Mille Lacs County ****



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 24

MLKRIS

4/20/21 11:05AM

75 State Agency Fund

Vendor No.	Account/Formula	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Account/Formula	Descripti
No.	Name	Accr				Paid On Bhf #	On Behalf of Name	1099
133	13002 Mn Dept Of Health		382.50	WELL CERT- JAN (9 CERTS)			Collected For Other Agencies	N
134	75- 887- 000- 0000- 6805		297.50	WELL CERT FEB(7 CERT)			Collected For Other Agencies	N
135	75- 887- 000- 0000- 6805		382.50	WELL CERTS MARCH(9 CERTS)			Collected For Other Agencies	N
13002	Mn Dept Of Health		1,062.50		3 Transactions			
4059	Mn Dept Of Labor & Industry		1,511.75	QUARTERLY BUILD PERMIT			Collected For Other Agencies	N
137	75- 888- 000- 0000- 6805		1,511.75		1 Transactions			
4059	Mn Dept Of Labor & Industry							
13013	Mn State Treasurer - Accounting Division		7,224.00	MARCH 21 RECORDING SURCHARGE			Collected For Other Agencies	N
144	75- 885- 000- 0000- 6805		3,145.00	MARCH 21 VITALS			Collected For Other Agencies	N
143	75- 886- 000- 0000- 6805		49.50	MARCH 21 ASSURANCE			Collected For Other Agencies	N
145	75- 891- 000- 0000- 6805		10,418.50		3 Transactions			
13013	Mn State Treasurer - Accounting Division							
75 Fund Total:			12,992.75	State Agency Fund		3 Vendors	7 Transactions	
Final Total:			477,633.31	146 Vendors		292 Transactions		

MLKRIS
4/20/21

11:05AM

**** Mille Lacs County ****

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	449,368.20	County Revenue Fund
10	5,503.83	Public Works Department
11	5,297.00	Community and Veterans Servi
12	358.00	General Ditch Fund
37	4,113.53	Capital Projects Fund
75	12,992.75	State Agency Fund
All Funds	477,633.31	Total

Approved by,

Shelly M. Kuba 4/21/21
4/22/21

MLDEB
4/23/21

12:41 PM

**** Mille Lacs County ****

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Print List in Order By: 1

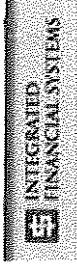
- 1 - Fund (Page Break by Fund)
- 2 - Department (Totals by Dept)
- 3 - Vendor Number
- 4 - Vendor Name

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



*** Mille Lacs County ***

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 2



MLDEB
4/23/21 12:41PM
1 County Revenue Fund

Vendor No.	Vendor Name	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Account/Formula	Descripti	1099
No.	Account/Formula							Paid On Bhf #	On Behalf of Name		
999999993	BETZLER BUILDINGS										
29	01-060-000-0000-6838				52.00	AG CREDIT REF PID 16-792-0150			Reimb collections-Taxes		N
30	01-060-000-0000-6838				52.00	AG CREDIT REF PID 16-792-0160			Reimb collections-Taxes		N
999999993	BETZLER BUILDINGS				104.00		2 Transactions				
3302	Centerpoint Energy Minnegasco										
1	01-110-000-0000-6251				894.90	ACCT 5827449-9			Utility Services		N
2	01-110-000-0000-6251				399.48	ACCT 5830488-2			Utility Services		N
3	01-110-000-0000-6251				1,251.98	ACCT 5822578-0			Utility Services		N
4	01-205-000-0000-6251				119.36	ACCT 6028296-9			Utility Services		N
5	01-205-000-0000-6251				361.63	ACCT 7369862-3			Utility Services		N
3302	Centerpoint Energy Minnegasco				3,027.35		5 Transactions				
5003	East Central Energy										
6	01-110-000-0000-6251				3,214.94	ACCT 206732200			Utility Services		N
7	01-110-000-0000-6251				846.60	ACCT 48902			Utility Services		N
8	01-110-000-0000-6251				3,311.18	ACCT 982454200			Utility Services		N
9	01-110-000-0000-6251				38.70	ACCT 207104400			Utility Services		N
10	01-110-000-0000-6251				165.81	ACCT 207104500			Utility Services		N
11	01-283-000-0000-6251				42.07	ONAMIA TOWER			Utility Services		N
5003	East Central Energy				7,619.30		6 Transactions				
999999993	FOSTER TRUST/LOAUNE										
28	01-060-000-0000-6838				13.60	AG CREDIT REF PID 15-035-1501			Reimb collections-Taxes		N
999999993	FOSTER TRUST/LOAUNE				13.60		1 Transactions				
999999993	HOEFT & RANDY HOEFT / RUSSELL										
33	01-060-000-0000-6838				233.80	AG CREDIT REF PID 01-025-0700			Reimb collections-Taxes		N
999999993	HOEFT & RANDY HOEFT / RUSSELL				233.80		1 Transactions				
999999993	HOWE/HERBERT										
32	01-060-000-0000-6838				80.20	AG CREDIT REF PID 13-036-0200			Reimb collections-Taxes		N
999999993	HOWE/HERBERT				80.20		1 Transactions				
999999993	KORHONAN/WILLIS										
13	01-060-000-0000-6838				246.81	OVER PAYMENT PID 14-019-0103			Reimb collections-Taxes		N
999999993	KORHONAN/WILLIS				246.81		1 Transactions				
13106	Mille Lacs Drift Skippers Snowmobile Club										
14	01-510-000-0000-6850				9,450.80	TRAIL MAINT			Snowmobile/Atv Trail Payments		N

*** Mille Lacs County ***



MLDEB
4/23/21 12:41PM
1 County Revenue Fund

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

<u>Vendor Name</u>		<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Service Dates</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
13106 Mille Lacs Drift Skippers Snowmobile Club						9,450.80		1 Transactions		Paid On Bhf # On Behalf of Name	
13021 Mille Lacs Energy Coop											
21			01-205-000-0000-6251			258.00	UTIL ACCT #64-55-072-01-S&R			Utility Services	N
22			01-205-000-0000-6251			62.00	UTIL ACCT #64-59-204-02-ERICKS			Utility Services	N
13021			Mille Lacs Energy Coop			320.00		2 Transactions			
14113			Ncpers Life								
24			01-060-000-0000-6835			48.00	MAY 2021 DEPEND PREM	1 Transactions		Reimb Collections-P/R & Misc	N
14113			Ncpers Life			48.00					
18091			Rum River Sno Riders								
27			01-510-000-0000-6850			8,989.17	TRAIL MAINT	1 Transactions		Snowmobile/Atv Trail Payments	N
18091			Rum River Sno Riders			8,989.17					
999999993			SILVER LAKE OAKS LLC								
31			01-060-000-0000-6838			49.49	AG CREDIT REF PID 16-792-0170	1 Transactions		Reimb collections-Taxes	N
999999993			SILVER LAKE OAKS LLC			49.49					
999999993			TIMMER/LOREN								
34			01-060-000-0000-6838			34.60	AG CREDIT REF PID 01-016.0100	1 Transactions		Reimb collections-Taxes	N
999999993			TIMMER/LOREN			34.60					
1 Fund Total:						30,217.12	County Revenue Fund		13 Vendors	24 Transactions	

*** Mille Lacs County ***



MLDEB

4/23/21 12:41 PM

11 Community and Veterans :

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor		Name		Account/Formula		No.		Rpt		Accr		Warrant Description		Service Dates		Invoice #		Account/Formula Descripti		1099	

*** Mille Lacs County ***



MLDEB
4/23/21 12:41PM
12 General Ditch Fund

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor Name		Rpt		Invoice #		Account/Formula Descripti		1099	
No.	Account/Formula	Accr	Amount	Warrant Description	Service Dates	Paid On Bhf #	On Behalf of Name		
75820	Reliable Tree Service Inc								
26	12-654-000-0000-6803		238,704.43	CD4 TREE REMOVAL -PARTIAL PMT			Miscellaneous Expense		N
75820	Reliable Tree Service Inc		238,704.43	1 Transactions					
12 Fund Total:			238,704.43	General Ditch Fund		1 Vendors	1 Transactions		

*** Mille Lacs County ***

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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MLDEB

4/23/21 12:41PM

37 Capital Projects Fund

Vendor Name		Rpt	Accr	Amount	Warrant Description	Service Dates	Invoice #	Account/Formula	Descripti	1099
No.	Account/Formula									
5003	East Central Energy			331.28	WAHKON TOWER	1 Transactions			Equip,Furniture,Fixtures	N
12	37-873-000-0000-6603			331.28						
5003	East Central Energy			331.28						
37 Fund Total:					Capital Projects Fund		1 Vendors		1 Transactions	

*** Mille Lacs County ***



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

MLDEB
4/23/21 12:41PM
77 County Agency Fund

Vendor Name	No.	Account/Formula	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Account/Formula	Descripti	1099
			ACCR				Paid On Bhf #	On Behalf of Name		
25	77340	MN PEIP		225,878.00	INV 1081649 MONTHLY PREM 5/21	1 Transactions		2021 Medical Insurance		N
	77340	MN PEIP		225,878.00						
77 Fund Total:				225,878.00	County Agency Fund		1 Vendors	1 Transactions		

MLDEB

4/23/21 12:41PM

81 Taxes & Penalties Fund

**** Mille Lacs County ****

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	No.	Account/Formula	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Account/Formula	Descripti	1099
				Acct				Paid On	Bhf #	On Behalf of	Name

13021 Mille Lacs Energy Coop

23 81-815-000-0000-6803

13021 Mille Lacs Energy Coop

81 Fund Total:

Final Total:

51.00 TFL PID 14-240-0080

51.00 1 Transactions

51.00

Taxes & Penalties Fund

1 Vendors

1 Transactions

496,479.48 18 Vendors 34 Transactions

Miscellaneous Expense

N



MLDEB
4/23/21

12:41PM

*** Mille Lacs County ***

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	30,217.12	County Revenue Fund
11	1,297.65	Community and Veterans Servit
12	238,704.43	General Ditch Fund
37	331.28	Capital Projects Fund
77	225,878.00	County Agency Fund
81	51.00	Taxes & Penalties Fund
All Funds	496,479.48	Total

Approved by,

Erin Bartusch

.....
.....
.....

4/23/21

Julie J. J. J.

4/29/21

Requested Meeting Date: 05/11/2021

(Board meets the 1st and 3rd Tuesday of each month)

Title of Item for Consideration: Approve 4/20/2021 County Board Meeting Minutes	
Consent Agenda ☒ Approve/Deny Motion ☐ Information Only ☐ Schedule Public Hearing* <i>*provide sample notice that will run in paper</i>	Regular Agenda – Estimate Time Needed: _____ minutes ☐ Approve/Deny Motion ☐ Discussion Item ☐ Direction Requested ☐ Hold Public Hearing* ☐ Presentation of Information <i>*provide copy of hearing notice that was published</i>
Submitted by: Holly Wilson	Department: ASO
Who will attend the meeting and be able to respond to questions? Give name and title: Holly Wilson, Assistant County Administrator	
Summary of Issue (include previous Board or Committee actions and/or minutes, as well as applicable dates): Approval of the County Board meeting minutes is required.	
Alternatives/Options/Comments:	
Recommended Action/Motion: Approve the County Board meeting minutes.	
Financial Impact: Is there a cost associated with this request? ☐ Yes ☐ No What is the total cost, including tax and shipping? \$ _____ Are funds available in the budget? ☐ Yes ☐ No If no, please explain: _____	
Additional Information Attached: ☐ Contract/Agreement Approved by County Attorney's Office: ☐ Yes ☐ No If no, please explain: _____ ☒ Minutes of Relevant Meeting(s) ☒ Background Information (such as price quotes, etc.) Minutes	
Board action: (for use by Recording Secretary) ☐ Approved ☐ Denied ☐ Tabled: _____	

Chairperson Oslin called the meeting to order at 9:01 a.m., with the following members present: Commissioners Wilhelm, Reynolds, Oslin, Tellinghuisen, and Peterson. The Pledge of Allegiance was recited.

Assistant County Administrator Holly Wilson introduced two (2) supplemental documents and one (1) add-on agenda request items to the County Board:

- 4.8 Approve Abatement Application-Supplemental Document
- 4.10 Consider Resolution No. 04-20-21-02, Gambling Permit for Wheelhouse Warriors-Supplemental Document
- 5.7 Award Low Bid for Mowing of Tax-Forfeited Property

Assistant County Administrator Holly Wilson reviewed item 4.5 Approve Payment to Counsel for Legal Services, and stated item 4.14 Information Only: Purchase of Jail Property Packaging System is an action item, not information only.

Cmsr Wilhelm motioned to accept the agenda as amended; Cmsr Peterson seconded. A roll call vote was called; Cmsr Wilhelm, Reynolds, Oslin, Tellinghuisen, and Peterson voted aye. Motion carried.

CONSENT AGENDA

A motion was made by Cmsr Wilhelm seconded by Cmsr Reynolds, to approve the following consent agenda items:

- Approve 4/6/2021 County Board Meeting Minutes
- Review of Auditor's Warrants
- Approve Payment to Counsel for Legal Services
- Approve Payment to Counsel for Legal Services
- Approve Payment to Counsel for Legal Services
- Consider Child Care Variance Policy
- Consider MDH COVID Grant
- Consider Abatement Application
- Consider Resolution No. 04-20-21-01, Gambling Permit for Rum River Sno Riders
- Consider Resolution No. 04-20-21-02, Gambling Permit for Wheelhouse Warriors
- Consider VMWare Support Renewal
- Consider the Purchase of Jail Property Room Expander
- Information Only: March 2020 Jail Housing Report
- Information Only: Purchase of Jail Property Packaging System
- Information Only: Advertisement of Bid - SAP 048-616-014 (CSAH 16) Box Culvert Replacement Project

CONSIDER EXTENDING MNDOT CSAH 8 PARTNERSHIP AGREEMENT #1003117A02

County Engineer Neal Knopik reviewed the CSAH 8 partnership agreement with MnDOT. Knopik stated that MnDOT has been reviewing how to prolong the life of the asphalt. Knopik reviewed the feedback received from MnDOT. Knopik recommended extending the contract for three (3) years, rather than five (5) years. General repairs can still be completed to this road; the contract may be canceled at any time, if needed. Cmsr Tellinghuisen stated he appreciates the feedback from Knopik. State Aid funds could be used to cover future repairs. Knopik stated that the nastic repair through MnDOT would be a good option. Discussion occurred among the Commissioners concerning the proposed agreement.

Cmsr Wilhelm motioned to accept Extending MNDOT CSAH 8 Partnership Agreement #1003117A02; Cmsr Peterson seconded. A roll call vote was called; Cmsr Wilhelm, Reynolds, Oslin, Tellinghuisen, and Peterson voted aye. Motion carried.

CONSIDER PAYMENT DUE FOR COUNTY DITCH 4 TREE REMOVAL CONTRACT

Environmental Resources Director Chris Berg presented the request for the payment of the County Ditch 4 contract. Berg recommended retaining 5% of the amount due for the revisions that need to be completed by the vendor, which can be used to address the concerns of landowners. Cmsr Tellinghuisen expressed his concern over the landowner's issues. County Attorney Joe Walsh stated that the contract was drafted by the County to allow 5% of the total amount to be held back to resolve any disputes by landowners, where the County may have some liability. Walsh stated he believes the amount to withhold

Tuesday, April 20, 2021

is reasonable to accommodate landowners' complaints; withholding any more than that does jeopardize the County's position. Walsh recommended paying the \$238,704.43 pursuant to the contract, with the exception of the \$12,500 to cover the landowners' concerns. Discussion occurred among the Commissioners concerning a performance bond associated with the project. County Auditor-Treasurer Eric Bartusch reviewed the property assessment associated with the property tax balance. Cmsr Peterson motioned to approve County Ditch 4 Tree Removal Contract; Cmsr Wilhelm seconded. A roll call vote was called. Cmsr Wilhelm, Reynolds, Oslin and Peterson voted aye. Cmsr Tellinghuisen voted nay. Motion carried.

CONSIDER REVISED COUNTY AUDITOR-TREASURER POSITION DESCRIPTION

Assistant County Administrator Wilson discussed the main change associated with the position description. The Auditor-Treasurer position does not typically conduct performance reviews. Wilson reviewed the alterations made to the position description and that it will remain at a Grade R. Cmsr Wilhelm motioned to approve the revised county Auditor-Treasurer position description, Cmsr Reynolds seconded. A roll call vote was called; Cmsr Wilhelm, Reynolds, Tellinghuisen, Oslin and Peterson voted aye. Motion carried.

CONSIDER LAND SERVICES DIRECTOR/LAND COMMISSIONER POSITION DESCRIPTION

Assistant County Administrator Wilson stated that the Land Services Director/Land Commissioner position description was previously discussed at a work session. The combination of the Environmental Resources Director and the Land Services Director position would be considered a reclassification. Recommendation to move from Grade R to a Grade S with the additional responsibilities associated with the job. Department heads range between a Grade R and Grade T. Discussion occurred among the Commissioners concerning the cost-savings to the County associated with the alteration. Cmsr Wilhelm stated he would like to see the cost-savings amount to the County. Cmsr Wilhelm motioned to approve the Land Services Director/Land Commissioner Position Description, Cmsr Peterson Seconded. A roll call vote was called; Cmsr Wilhelm, Reynold, Tellinghuisen, Oslin and Peterson voted aye. Motion carried.

The Chairperson recessed the meeting at 10:00 a.m.; the meeting reconvened at 10:05 a.m.

CONSIDER COUNTY RECORDER/LAND SERVICES SPECIALIST POSITION DESCRIPTION AND PROCEED WITH HIRE

Assistant County Administrator Wilson presented the changes associated with the Land Services Specialist/County Recorder position description. Wilson stated that it was recommended to be transferred from a Grade L to a Grade N. Cmsr Peterson motioned to approve the County Recorder/Land Services Specialist position description and proceed with hire, Cmsr Wilhelm seconded. A roll call vote was called; Cmsr Wilhelm, Reynolds, Tellinghuisen, Oslin, and Peterson voted aye. Motion carried.

CONSIDER REVISED COUNTY SURVEYOR POSITION DESCRIPTION

Assistant County Administrator Wilson reviewed the alteration to the County Surveyor, altering who the position reports to. The grade will remain the same at a Grade P. Cmsr Wilhelm motioned to approve the revised county surveyor position description, Cmsr Reynolds seconded. A roll call vote was called; Cmsr Wilhelm, Reynolds, Tellinghuisen, Oslin, and Peterson voted aye. Motion carried.

AWARD LOW BID FOR MOWING OF TAX-FORFEITED PROPERTY

Environmental Resources Director Berg stated that the low bid received was a contractor that had completed previous work for the County. Cmsr Tellinghuisen motioned to approve the Bid for Mowing of the Tax-Forfeited Property, Cmsr Reynolds seconded. A roll call vote was called; Cmsr Wilhelm, Reynolds, Tellinghuisen, Oslin, and Peterson voted aye. Motion carried.

COMMITTEE REPORTS

Cmsr Reynolds stated that the MnDOT District 3 area meeting had provided a significant amount of information. Hwy 169 and City of Pease will be placing a RCI for 2025. Cmsr Reynolds stated that typically a public hearing is held prior to the construction of the RCI project. Discussion occurred among the Commissioners concerning the proposed project and the County's contribution.

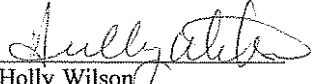
Hwy 23, working on CSAH 32 in Milaca, putting 1.5 million into a roundabout by 2026, by the school.

Highway Safety Improvement Program, funneling funds into the County. Highway 169 and the Junction of MN 27, placement of Roundabout in Onamia in 2026. 2.5-million-dollar project. A local contribution may be necessary.

The ATP project for ADA improvements; grant submitted over a year ago. Ranked 8th out of 13th; not awarded any funds for projects.

Cmsr Wilhelm motioned to adjourn the meeting 9:38 a.m.; Cmsr Reynolds seconded. A roll call vote was called; Cmsr Wilhelm, Reynolds, Oslin Tellinghuisen, and Peterson voted aye. Motion carried.

ATTEST:


Holly Wilson
Assistant County Administrator


David Oslin
County Board Chairperson

Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 05/11/21

(Board meets the 1st and 3rd Tuesday of each month)

Title of Item for Consideration: Approve Payment to Counsel for Legal Services	
Consent Agenda ☒ Approve/Deny Motion ☐ Information Only ☐ Schedule Public Hearing* <i>*provide sample notice that will run in paper</i>	Regular Agenda – Estimate Time Needed: _____ minutes ☐ Approve/Deny Motion ☐ Discussion Item ☐ Direction Requested ☐ Hold Public Hearing* ☐ Presentation of Information <i>*provide copy of hearing notice that was published</i>
Submitted by: Holly Wilson	Department: ASO
Who will attend the meeting and be able to respond to questions? Give name and title: Holly Wilson, Assistant County Administrator	
Summary of Issue (include previous Board or Committee actions and/or minutes, as well as applicable dates): Authorize payment to Nolan, Thompson & Leighton, PLC for legal services relating to the Mille Lacs County Cooperative Agreement matters and federal lawsuit, Court File No. 17-cv-5155 for Mille Lacs County in the amount of \$30,155.00 for fees from May 1-May 31, 2020, the amount of \$44,850.00 for fees from June 1-June 30, 2020, the amount of \$53,585.00 for fees from July 1-July 31 2020, the amount of \$10,019.44 for costs from March 16-April 15, 2021, the amount of \$25,710.00 for fees from August 1-August 31, 2020, and the amount of \$53,520.00 for fees from September 1-September 30, 2020.	
Alternatives/Options/Comments: 	
Recommended Action/Motion: Approve payment to Nolan, Thompson, Leighton & Tataryn PLC for legal services for Mille Lacs County	
Financial Impact: Is there a cost associated with this request? ☒ Yes ☐ No What is the total cost, including tax and shipping? \$217,839.44 Are funds available in the budget? ☒ Yes ☐ No If no, please explain:	
Additional Information Attached: ☐ Contract/Agreement Approved by County Attorney's Office: ☐ Yes ☐ No If no, please explain: _____ ☐ Minutes of Relevant Meeting(s) ☐ Background Information (such as price quotes, etc.)	
Board action: (for use by Recording Secretary) ☐ Approved ☐ Denied ☐ Tabled: _____	

Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 05/11/21

(Board meets the 1st and 3rd Tuesday of each month)

Title of Item for Consideration: Consider County Coordinator Position Description	
Consent Agenda ☐ Approve/Deny Motion ☐ Information Only ☐ Schedule Public Hearing* <i>*provide sample notice that will run in paper</i>	Regular Agenda – Estimate Time Needed: 15 minutes ☒ Approve/Deny Motion ☐ Discussion Item ☐ Direction Requested ☐ Hold Public Hearing* ☐ Presentation of Information <i>*provide copy of hearing notice that was published</i>
Submitted by: Holly Wilson, Personnel Director <i>HW</i>	Department: ASO
Who will attend the meeting and be able to respond to questions? Give name and title: Holly Wilson, Personnel Director	
Summary of Issue (include previous Board or Committee actions and/or minutes, as well as applicable dates): The County Board reviewed a draft County Coordinator position description at its May 4, 2021 Work Session. Included is the proposed position description based on the work session discussion. The position will be reviewed by the County's consultant for a change in grade.	
Alternatives/Options/Comments: Revise the position description.	
Recommended Action/Motion: Approve the County Coordinator position description.	
Financial Impact: Is there a cost associated with this request? ☐ Yes ☒ No What is the total cost, including tax and shipping? \$ _____ Are funds available in the budget? ☐ Yes ☐ No If no, please explain: _____	
Additional Information Attached: ☐ Contract/Agreement Approved by County Attorney's Office: ☐ Yes ☐ No If no, please explain: _____ ☐ Minutes of Relevant Meeting(s) ☒ Background Information (such as price quotes, etc.) position description	
Board action: (for use by Recording Secretary) ☐ Approved ☐ Denied ☐ Tabled: _____	

**Position Description**

COUNTY COORDINATOR

Department:	Administrative Services Office
Grade:	
Reports to:	County Board of Commissioners
FLSA Overtime Status:	Exempt (EA)
Revision Date:	May 11, 2021

OBJECTIVE

The County Coordinator carries out complex executive and administrative work in planning, directing and coordinating the policies and /or directives of the County Board to ensure uniform administration within and among the various departments and related work as apparent or assigned. Work is performed under the general direction of the County Board of Commissioners. Departmental supervision is exercised over all personnel within the Administration department. Provides guidance to appointed and elected department heads within the authority vested in the position by the County Board. All non-elected Department Heads report to the County Board. If required by the County Board, in absence of a Department Head, the Coordinator may act as the head of any department, the appointment of which is made by the County Board, provided the Coordinator has the qualifications required by law. The County Coordinator is responsible for preparing and managing the County budget. This position is appointed pursuant to Minnesota Statute 375.48.

SCOPE

Works under administrative direction of the County Board of Commissioners.

ESSENTIAL FUNCTIONS

This job description indicates the normal type and level of work expected of the incumbent. Incumbent may be asked to perform other duties as apparent or assigned.

1. Carries out the orders and policies of the Board of County Commissioners in the operation of County Government in accordance with Federal, State and local laws and the accepted standards and practices of public administration.
2. Provides assistance and management direction to County departments and programs through program review, fiscal control, and administrative overview.
3. Prepares the annual budget. Analyzes data and makes recommendations. Reviews and revises department budget proposals, consolidates department budgets, reviews and/or alters any budget County-wide; prepares the budget message, presents the preliminary and final budget proposals, and administers the approved budget. Prepares reports, analysis, and recommendations regarding the County's current and future financial position. Monitors each department's financial performance against budget, and takes appropriate actions to ensure overall budget compliance. Recommends amendments of the budget to the County Board.
4. Provides for overall planning and coordination of county departments. Evaluates, on a continuing basis, the level of service provided by County Departments and recommends changes in policy and

**Position Description**

procedure. Follows through with Department Heads using own initiative to ensure that Board directives and policies are carried out.

5. Responsible for capital building planning, as well as project development and implementation.
6. Prepares and recommends policy to the County Board regarding County government operations. Conducts necessary research and analysis regarding issues before the Board, present and future; advises the Board of various options available; makes recommendations to the Board.
7. Provides general administrative supervision for the functions of Emergency Management, Economic Development, Extension, Information Systems, Building Maintenance, Administration and others as assigned.
8. Responsible for communications that maintain relationships key to the function of the County; plans and carries out communications at a level that can impact the morale and performance of staff, and the overall perception by the general public. Directs and manages public relations and acts as liaison between the County Board, County employees, and the public. Fields and responds to complaints, suggestions, and comments from the public on County services.
9. Communicates resolutions, ordinances, policies and regulations of the County Board by maintaining open channels of communications with civic organizations, state and local officials and citizens.
10. Ensures effective risk management programs and practices (safety, liability, property, etc.) exist to preserve and protect County assets
11. Assists the County Board of Commissioners in establishing short and long-range objectives, to include appropriate action plans and programs to achieve them.
12. Coordinates the preparation of the agenda for Board meetings and organizes background information, correspondence and documents to accompany the agendas. Coordinates the recording of official minutes of every meeting of the County Board.
13. Monitors legislative changes and provides information on potential impact; communicates with legislators and county associations regarding implication of all related legislative changes.
14. Develops, implements, and administers the County purchasing policy and procedures.
15. Responsible for the direction and management of public relations; provides public and news media with information regarding county business and acts as liaison between County Board, county employees, and public.
16. Coordinates personnel administration that includes the development of county-wide personnel policies, the development of a County compensation and classification plan, consistent with state and federal laws, contractual agreements with bargaining units, EEO and Affirmative Action requirements.

*Position Description*

17. Oversees compliance with the County's personnel policies through advice and communication with Department Heads and employees.
18. Ensures the advertising of vacant positions; assists Department Heads in determining a field of qualified applicants for position vacancies; interviewing and hiring as directed; arranges for the completion of pre-employment testing and background checks; participates in termination or resignation processes, including exit interviews. Assists the County Board in screening, evaluation, interviewing and selection replacement for any Department Head positions.
19. Conducts orientation on insurance benefits and Personnel Policy with new County employees. Serves as a resource to all County employees on personnel, payroll and insurance matters.
20. Supervises the County's compliance with the state's comparable worth legislation.
21. Develops interdepartmental relationships to allow the Coordinator to assist in the representation of departmental interest.
22. Maintains a complete set of job descriptions for all County positions. Assists Department Heads as needed in preparing upgraded position descriptions. Annually, directs the process of job evaluation, reclassification requests and implementation of any changes.
23. Oversees the employee performance evaluation process to include Department Heads and employees and prepares proper documentation of all personnel and payroll actions.
24. Assists Department Heads with employees, and leads the County Board or liaison with Department Heads in carrying out their respective human resources responsibilities to include: use of progressive discipline and procedures for documentation of misconduct, disciplinary action, suspension or termination consistent with the County's personnel policies.
25. Maintains individual employee service records on all County employees including employee data bases and individual employee human resource record systems. Supervises maintenance of personnel records by Department Heads.
26. Coordinates the activities of the County's labor negotiation team and participates actively in labor negotiations with County employee unions.
27. Reviews, researches and recommends changes in county personnel policies to the County Board. Communicates clarification or changes in the County's personnel policies to all County employees.
28. Administers the County's Compensation and Classification Plan. Under direction of the County Board, creates salary schedules annually for all employee groups.
29. Coordinates compliance with the Family Medical Leave Act (FMLA) and Worker's Compensation claims; maintains records and communicates with employees, Department Heads, payroll and others.
30. Coordinates and completes benefit and open enrollment for all employees.



Position Description

31. Processes MCIT claims.
32. Certifies all salary changes to the Auditor-Treasurer's Office.
33. Reports on the overall well-being of the County.
34. Performs other duties and exercises other responsibilities as may be necessary and appropriate, or as directed by the County Board.

MINIMUM QUALIFICATIONS

The job requires a Bachelor's Degree in public administration or a related field; and five years of progressively responsible experience in related administrative leadership position; OR an equivalent combination of education and experience. Past experience in County government preferred. An MBA or MPA, with six or more years of related experience is preferred. A valid driver's license is required. Must successfully complete a criminal history background check.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of department and County organization and administrative policies, procedures, and practices; laws and regulations relating to county budgeting, fiscal management, purchasing, human resources, and labor management practices.

Skill in reading, writing, and speaking English proficiently; organizing, prioritizing, directing, and coordinating activities of subordinates; dealing with the public, and utilizing public relations skills to communicate, process, and disseminate information, and to explain laws and/or departmental operations and rules; operation of computers and all other job-related equipment; interpreting statutes; and developing and implementing effective County procedures.

Ability to develop and maintain effective working relationships with the County Board, peers, subordinates, other County staff, citizens, community officials, and other members of the public; operate computers and all other job-related equipment; demonstrate effective oral and written English communication skills; understand and carry out oral and written instructions; work independently with little direction, exercise good judgment, make sound decisions, and meet deadlines; coordinate multiple simultaneous activities of subordinates, and supervise in a manner that will stimulate growth and development; develop and implement effective County policies and procedures; train, motivate, evaluate, and discipline staff; calculate short-term and long-term financial projections; plan, organize, and coordinate the many functions and activities of the County government; make sound, independent decisions from broad, comprehensive data.

EQUIPMENT USED

Standard office equipment including computer, calculator, copier, telephone, and other job-related equipment.

WORKING CONDITIONS

Work is performed primarily in an office setting; occasional travel is required. Subject to frequent interruptions; required to sit for long periods of time during meetings; required to work under pressure

**Position Description**

and meet continual deadlines. May involve dealing with and calming individuals who are emotionally charged over an issue. Intermittently drives to off-site meeting locations.

PHYSICAL REQUIREMENTS

Climbing, balancing, stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, talking, hearing, seeing, repetitive motions.

Light Work: Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or a negligible amount of force constantly to move objects. If the use of arm and/or leg controls requires exertion of forces greater than that for Sedentary Work, and the worker sits most of the time, the job is rated for Light Work.

ADA CONSIDERATIONS

The County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities, and encourages both prospective and current employees to discuss potential accommodations with the employer.

Board approved: 5/11/2021

Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 05/11/21

(Board meets the 1st and 3rd Tuesday of each month)

Title of Item for Consideration: Consider Resolution No. 05-11-2021-01 Abandoning County Administrator Plan of Government	
Consent Agenda ☐ Approve/Deny Motion ☐ Information Only ☐ Schedule Public Hearing* <i>*provide sample notice that will run in paper</i>	Regular Agenda – Estimate Time Needed: 10 minutes ☒ Approve/Deny Motion ☐ Discussion Item ☐ Direction Requested ☐ Hold Public Hearing* ☐ Presentation of Information <i>*provide copy of hearing notice that was published</i>
Submitted by: Holly Wilson, Personnel Director 	Department: ASO
Who will attend the meeting and be able to respond to questions? Give name and title: Holly Wilson, Personnel Director	
Summary of Issue (include previous Board or Committee actions and/or minutes, as well as applicable dates): At the April 6, 2021, the County Board approved the Executive recruitment of a County Coordinator. Per M.S 375A.12, the County Board may abandon the County Administrator form of government.	
Alternatives/Options/Comments:	
Recommended Action/Motion: Approve Resolution No. 05-11-2021-01	
Financial Impact: Is there a cost associated with this request? ☐ Yes ☒ No What is the total cost, including tax and shipping? \$ _____ Are funds available in the budget? ☐ Yes ☐ No If no, please explain: _____	
Additional Information Attached: ☐ Contract/Agreement Approved by County Attorney's Office: ☐ Yes ☐ No If no, please explain: _____ ☐ Minutes of Relevant Meeting(s) ☒ Background Information (such as price quotes, etc.) Resolution No. 05-11-2021-01, Coordinator position description	
Board action: (for use by Recording Secretary) ☐ Approved ☐ Denied ☐ Tabled: _____	

MILLE LACS COUNTY RESOLUTION

No. 05-11-2021-01

ABANDONING COUNTY ADMINISTRATOR PLAN OF GOVERNMENT

WHEREAS, the Mille Lacs County Board of Commissioners passed Resolution No. 09-23-08-2 establishing a County Administrator Plan of Government pursuant to Minnesota Statutes, Section 375A.01 on September 23, 2008.

WHEREAS, Resolution 09-23-08-2 was the only step required to rescind the previous County Coordinator Resolution and adopt the County Administrator Plan of Government, and there was no requirement for a referendum pursuant to Minnesota Statutes, Section 375A.06, subd. 5.

WHEREAS, prior to September 23, 2008, Mille Lacs County operated under a County Coordinator plan of government pursuant to Minnesota Statutes, Section 375.49.

WHEREAS, the Mille Lacs County Board of Commissioners has expressed its desire to return to the County Coordinator plan of government and directed a professional search firm to identify candidates for this County Coordinator position.

WHEREAS, the optional County Administrator plan of government may be abandoned by the same procedures required for adoption of the optional plan pursuant to Minnesota Statutes, Section 375A.12, subd. 6.

WHEREAS, “[t]he powers of the county as a body politic and corporate shall only be exercised by the county board or in pursuance of a resolution adopted by the county board.” Minnesota Statutes, Section 373.02.

WHEREAS, Personnel Director and Assistant County Administrator Holly Wilson has been fulfilling her job duties by acting as the County Administrator in absence of that position with the powers and duties described in Minnesota Statutes, Section 375A.06, subd. 4.

BE IT RESOLVED:

1. Mille Lacs County abandons the County Administrator Plan of Government.
2. The effective date of this abandonment will be the date that a new County Coordinator starts employment after being appointed pursuant to Minnesota Statutes, Section 375.48.
3. The County Coordinator Job Description is attached hereto as **Exhibit A**, with duties prescribed pursuant to Minnesota Statutes, Section 375.49, subd. 1.
4. Assistant County Coordinator Holly Wilson will continue to fulfill her job duties by acting as the County Administrator in absence of that position with the powers and duties described in Minnesota Statutes, Section 375A.06, subd. 4 until the effective date of this Resolution pursuant to paragraph 2 above.

By David Oslin
Chairperson
Mille Lacs County Board of Commissioners

By Holly Wilson
Assistant Mille Lacs County Administrator

This resolution was adopted on _____, 2021.

MILLE LACS COUNTY RESOLUTION

No. 05-11-2021-01

ABANDONING COUNTY ADMINISTRATOR PLAN OF GOVERNMENT AND APPOINTING TEMPORARY COUNTY COORDINATOR

WHEREAS, the Mille Lacs County Board of Commissioners passed Resolution No. 09-23-08-2 establishing a County Administrator Plan of Government pursuant to Minnesota Statutes, Section 375A.01 on September 23, 2008.

WHEREAS, Resolution 09-23-08-2 was the only step required to rescind the previous County Coordinator Resolution and adopt the County Administrator Plan of Government, and there was no requirement for a referendum pursuant to Minnesota Statutes, Section 375A.06, subd. 5.

WHEREAS, prior to September 23, 2008, Mille Lacs County operated under a County Coordinator plan of government pursuant to Minnesota Statutes, Section 375.49.

WHEREAS, the Mille Lacs County Board of Commissioners has expressed its desire to return to the County Coordinator plan of government and directed a professional search firm to identify candidates for this County Coordinator position.

WHEREAS, the optional County Administrator plan of government may be abandoned by the same procedures required for adoption of the optional plan pursuant to Minnesota Statutes, Section 375A.12, subd. 6.

WHEREAS, “[t]he powers of the county as a body politic and corporate shall only be exercised by the county board or in pursuance of a resolution adopted by the county board.” Minnesota Statutes, Section 373.02.

WHEREAS, Personnel Director and Assistant County Administrator Holly Wilson has been fulfilling her job duties by acting as the County Administrator in absence of that position with the powers and duties described in Minnesota Statutes, Section 375A.06, subd. 4.

BE IT RESOLVED:

1. Mille Lacs County abandons the County Administrator Plan of Government, effective immediately.
2. The County Coordinator Job Description is attached hereto as **Exhibit A**, with duties prescribed pursuant to Minnesota Statutes, Section 375.49, subd. 1.
3. Personnel Director Holly Wilson is appointed as Interim County Coordinator pursuant to Minnesota Statutes, Section 375.48, effective immediately, with the duties described in paragraph 2 above.

By David Oslin
Chairperson
Mille Lacs County Board of Commissioners

By Holly Wilson
Assistant Mille Lacs County Administrator

This resolution was adopted on _____, 2021.

**Position Description**

COUNTY COORDINATOR

Department:	Administrative Services Office
Grade:	
Reports to:	County Board of Commissioners
FLSA Overtime Status:	Exempt (EA)
Revision Date:	May 11, 2021

OBJECTIVE

The County Coordinator carries out complex executive and administrative work in planning, directing and coordinating the policies and /or directives of the County Board to ensure uniform administration within and among the various departments and related work as apparent or assigned. Work is performed under the general direction of the County Board of Commissioners. Departmental supervision is exercised over all personnel within the Administration department. Provides guidance to appointed and elected department heads within the authority vested in the position by the County Board. All non-elected Department Heads report to the County Board. If required by the County Board, in absence of a Department Head, the Coordinator may act as the head of any department, the appointment of which is made by the County Board, provided the Coordinator has the qualifications required by law. The County Coordinator is responsible for preparing and managing the County budget. This position is appointed pursuant to Minnesota Statute 375.48.

SCOPE

Works under administrative direction of the County Board of Commissioners.

ESSENTIAL FUNCTIONS

This job description indicates the normal type and level of work expected of the incumbent. Incumbent may be asked to perform other duties as apparent or assigned.

1. Carries out the orders and policies of the Board of County Commissioners in the operation of County Government in accordance with Federal, State and local laws and the accepted standards and practices of public administration.
2. Provides assistance and management direction to County departments and programs through program review, fiscal control, and administrative overview.
3. Prepares the annual budget. Analyzes data and makes recommendations. Reviews and revises department budget proposals, consolidates department budgets, reviews and/or alters any budget County-wide; prepares the budget message, presents the preliminary and final budget proposals, and administers the approved budget. Prepares reports, analysis, and recommendations regarding the County's current and future financial position. Monitors each department's financial performance against budget, and takes appropriate actions to ensure overall budget compliance. Recommends amendments of the budget to the County Board.
4. Provides for overall planning and coordination of county departments. Evaluates, on a continuing basis, the level of service provided by County Departments and recommends changes in policy and

**Position Description**

procedure. Follows through with Department Heads using own initiative to ensure that Board directives and policies are carried out.

5. Responsible for capital building planning, as well as project development and implementation.
6. Prepares and recommends policy to the County Board regarding County government operations. Conducts necessary research and analysis regarding issues before the Board, present and future; advises the Board of various options available; makes recommendations to the Board.
7. Provides general administrative supervision for the functions of Emergency Management, Economic Development, Extension, Information Systems, Building Maintenance, Administration and others as assigned.
8. Responsible for communications that maintain relationships key to the function of the County; plans and carries out communications at a level that can impact the morale and performance of staff, and the overall perception by the general public. Directs and manages public relations and acts as liaison between the County Board, County employees, and the public. Fields and responds to complaints, suggestions, and comments from the public on County services.
9. Communicates resolutions, ordinances, policies and regulations of the County Board by maintaining open channels of communications with civic organizations, state and local officials and citizens.
10. Ensures effective risk management programs and practices (safety, liability, property, etc.) exist to preserve and protect County assets
11. Assists the County Board of Commissioners in establishing short and long-range objectives, to include appropriate action plans and programs to achieve them.
12. Coordinates the preparation of the agenda for Board meetings and organizes background information, correspondence and documents to accompany the agendas. Coordinates the recording of official minutes of every meeting of the County Board.
13. Monitors legislative changes and provides information on potential impact; communicates with legislators and county associations regarding implication of all related legislative changes.
14. Develops, implements, and administers the County purchasing policy and procedures.
15. Responsible for the direction and management of public relations; provides public and news media with information regarding county business and acts as liaison between County Board, county employees, and public.
16. Coordinates personnel administration that includes the development of county-wide personnel policies, the development of a County compensation and classification plan, consistent with state and federal laws, contractual agreements with bargaining units, EEO and Affirmative Action requirements.

*Position Description*

17. Oversees compliance with the County's personnel policies through advice and communication with Department Heads and employees.
18. Ensures the advertising of vacant positions; assists Department Heads in determining a field of qualified applicants for position vacancies; interviewing and hiring as directed; arranges for the completion of pre-employment testing and background checks; participates in termination or resignation processes, including exit interviews. Assists the County Board in screening, evaluation, interviewing and selection replacement for any Department Head positions.
19. Conducts orientation on insurance benefits and Personnel Policy with new County employees. Serves as a resource to all County employees on personnel, payroll and insurance matters.
20. Supervises the County's compliance with the state's comparable worth legislation.
21. Develops interdepartmental relationships to allow the Coordinator to assist in the representation of departmental interest.
22. Maintains a complete set of job descriptions for all County positions. Assists Department Heads as needed in preparing upgraded position descriptions. Annually, directs the process of job evaluation, reclassification requests and implementation of any changes.
23. Oversees the employee performance evaluation process to include Department Heads and employees and prepares proper documentation of all personnel and payroll actions.
24. Assists Department Heads with employees, and leads the County Board or liaison with Department Heads in carrying out their respective human resources responsibilities to include: use of progressive discipline and procedures for documentation of misconduct, disciplinary action, suspension or termination consistent with the County's personnel policies.
25. Maintains individual employee service records on all County employees including employee data bases and individual employee human resource record systems. Supervises maintenance of personnel records by Department Heads.
26. Coordinates the activities of the County's labor negotiation team and participates actively in labor negotiations with County employee unions.
27. Reviews, researches and recommends changes in county personnel policies to the County Board. Communicates clarification or changes in the County's personnel policies to all County employees.
28. Administers the County's Compensation and Classification Plan. Under direction of the County Board, creates salary schedules annually for all employee groups.
29. Coordinates compliance with the Family Medical Leave Act (FMLA) and Worker's Compensation claims; maintains records and communicates with employees, Department Heads, payroll and others.
30. Coordinates and completes benefit and open enrollment for all employees.



Position Description

31. Processes MCIT claims.
32. Certifies all salary changes to the Auditor-Treasurer's Office.
33. Reports on the overall well-being of the County.
34. Performs other duties and exercises other responsibilities as may be necessary and appropriate, or as directed by the County Board.

MINIMUM QUALIFICATIONS

The job requires a Bachelor's Degree in public administration or a related field; and five years of progressively responsible experience in related administrative leadership position,; OR an equivalent combination of education and experience. Past experience in County government preferred. An MBA or MPA, with six or more years of related experience is preferred. A valid driver's license is required. Must successfully complete a criminal history background check.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of department and County organization and administrative policies, procedures, and practices; laws and regulations relating to county budgeting, fiscal management, purchasing, human resources, and labor management practices.

Skill in reading, writing, and speaking English proficiently; organizing, prioritizing, directing, and coordinating activities of subordinates; dealing with the public, and utilizing public relations skills to communicate, process, and disseminate information, and to explain laws and/or departmental operations and rules; operation of computers and all other job-related equipment; interpreting statutes; and developing and implementing effective County procedures.

Ability to develop and maintain effective working relationships with the County Board, peers, subordinates, other County staff, citizens, community officials, and other members of the public; operate computers and all other job-related equipment; demonstrate effective oral and written English communication skills; understand and carry out oral and written instructions; work independently with little direction, exercise good judgment, make sound decisions, and meet deadlines; coordinate multiple simultaneous activities of subordinates, and supervise in a manner that will stimulate growth and development; develop and implement effective County policies and procedures; train, motivate, evaluate, and discipline staff; calculate short-term and long-term financial projections; plan, organize, and coordinate the many functions and activities of the County government; make sound, independent decisions from broad, comprehensive data.

EQUIPMENT USED

Standard office equipment including computer, calculator, copier, telephone, and other job-related equipment.

WORKING CONDITIONS

Work is performed primarily in an office setting; occasional travel is required. Subject to frequent interruptions; required to sit for long periods of time during meetings; required to work under pressure

**Position Description**

and meet continual deadlines. May involve dealing with and calming individuals who are emotionally charged over an issue. Intermittently drives to off-site meeting locations.

PHYSICAL REQUIREMENTS

Climbing, balancing, stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, talking, hearing, seeing, repetitive motions.

Light Work: Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or a negligible amount of force constantly to move objects. If the use of arm and/or leg controls requires exertion of forces greater than that for Sedentary Work, and the worker sits most of the time, the job is rated for Light Work.

ADA CONSIDERATIONS

The County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities, and encourages both prospective and current employees to discuss potential accommodations with the employer.

Board approved: 5/11/2021