

Tuesday, July 21, 2026 at 9:00 AM

County Board Room, Upper Level of the Historic Courthouse

In accordance with Minnesota Statutes §13D.02, one or more commissioners may participate in the meeting via interactive technology. Commissioners joining via interactive technology will be seen and heard in the meeting room and votes will be taken by roll call.

8:00 AM

Work Session (County Board Room):

1. Review Funding Scenarios for Jail Bonding Project
2. Review Conduit Bonding Proposal and Action Items

9:00 AM

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

9:01 AM

4. CONSENT AGENDA

- 4.1 Review City of Milaca Annual TIF Disclosure Report- TIF 4-10 and TIF 2-10
- 4.2 Review of CVS Warrants
- 4.3 Review of Administrator Warrants
- 4.4 Consider July 7, 2026 Meeting Minutes

9:05 AM

5. REGULAR AGENDA

Public Works

- 5.1 Consider Authorization to work with HMA Architects to develop an AIA contract, project timeline, and budget for the proposed Ericksonville cold storage building and impound lot.

Administrative Services Office

- 5.2 Consider Proposal for ASO Transition Support
- 5.3 Review 2026 HR Customer Satisfaction Survey Results
- 5.4 Review 2026 Quarter 2 Employee Exit Survey Responses
- 5.5 Consider Interim Engineer Agreement with Isanti County

9:30 AM

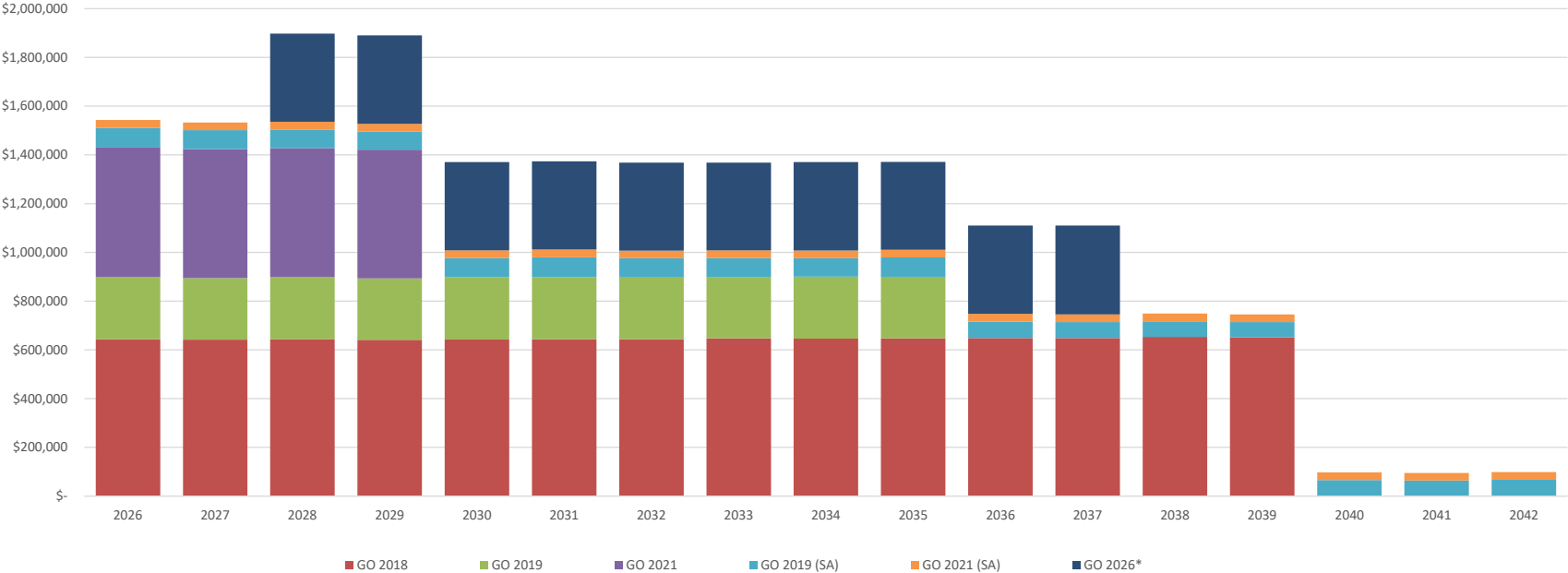
6. COMMITTEE REPORTS

9:59 AM

7. ADJOURN

1. Review Minnesota Paid Leave (MNPL) Experiences To-Date
 2. 2027 Budget Review- Administrative Services Office
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Mille Lacs County, Minnesota
Current Outstanding & Prospective GO CIP Issue

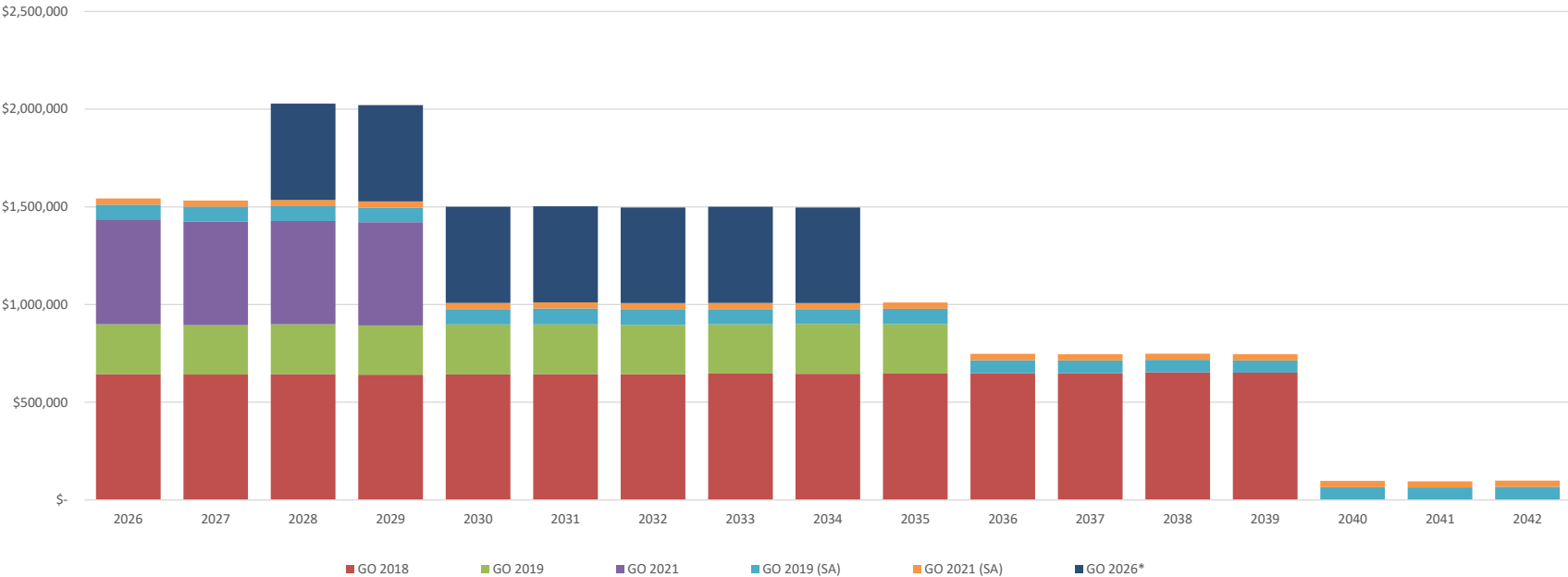


*Preliminary numbers as of 7-10-2026.

Summary Statistics:

New issue project deposit	\$	3,000,000
New issue total debt service	\$	3,617,924
New issue average annual debt service	\$	361,792
Maximum total debt service with existing debt	\$	1,897,288

Mille Lacs County, Minnesota
Current Outstanding & Prospective GO CIP Issue

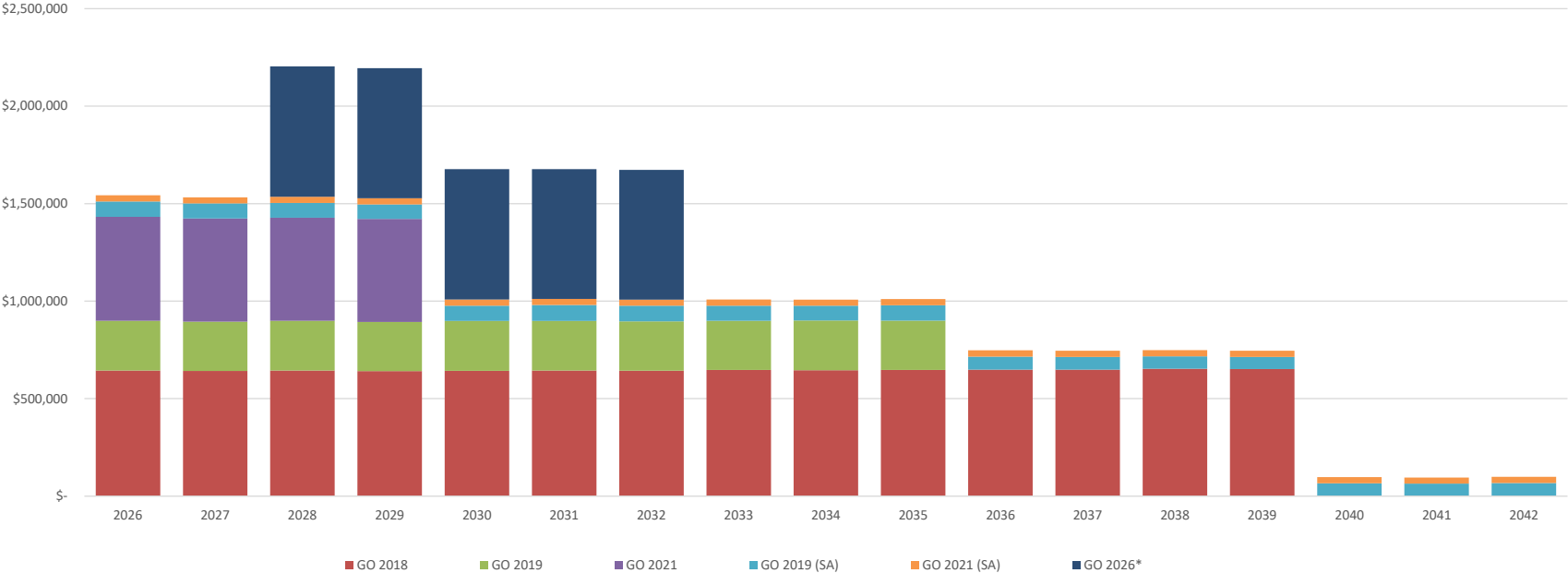


*Preliminary numbers as of 7-10-2026.

Summary Statistics:

New issue project deposit	\$	3,000,000
New issue total debt service	\$	3,439,201
New issue average annual debt service	\$	491,314
Maximum total debt service with existing debt	\$	2,027,964

Mille Lacs County, Minnesota
Current Outstanding & Prospective GO CIP Issue



*Preliminary numbers as of 7-10-2026.

Summary Statistics:		
New issue project deposit	\$	3,000,000
New issue total debt service	\$	3,334,903
New issue average annual debt service	\$	666,981
Maximum total debt service with existing debt	\$	2,203,867

Purpose

This policy establishes Mille Lacs County’s standards, criteria, and procedures for reviewing conduit revenue bond applications. Conduit revenue bonds may be issued under Minnesota Statutes §§469.152–469.165 and Chapter 462C. All bonds issued under this policy shall be non-recourse obligations payable solely from borrower revenues.

Policy

Strategic Alignment

Projects must demonstrate alignment with Strategic Plan priorities in Strategic Plan, including:

- Innovation and quality of life;
- Strengthening financial condition and bond rating;
- Improved public relations and emergency response;
- Community engagement and transparent communication;
- Long-term transportation and infrastructure planning.

Community Development Criteria

To qualify for consideration, a project must satisfy **at least two** of the following (derived from Economic Development Property Tax Abatement Policy and wage requirements in Business Subsidy Policy):

- Increase or preserve tax base;
- Create or retain jobs meeting required wage thresholds;
- Provide or help finance public facilities or infrastructure;
- Renew or redevelop blighted areas;
- Improve access to services for County residents;
- Retain a business at risk of leaving the County.

The applicant shall demonstrate the issuance of tax-exempt conduit bonds provides a measurable public benefit beyond the private benefit received by the borrower.

Infrastructure Impact and Burden Limits

The County may deny or condition approval based on impacts to:

- Roads, transportation systems, traffic and transit;
- Sewer, water, drainage, stormwater or utilities;
- Public safety, emergency response, emergency services or law enforcement;
- Environmental quality;
- Impacts on schools, parks, and public land;
- Maintenance obligations

Indemnification Agreement

Prior to consideration by the County Board, the applicant shall execute an indemnification agreement acceptable to the County Attorney requiring the applicant to, 1) Reimburse all County costs; 2) Defend the County against litigation arising from the financing; 3) indemnify the County from any liability related to the bond issuance.

Applicants may be required to submit detailed mitigation plans.

Administrative Fee Authority

The County Board may establish an administrative fee or issuer fee by resolution.

Procedure

Application Process

Applications must be submitted on County-provided forms and include:

- Project description and benefit analysis that includes jobs created/retained;
- Financial Statements that include ownership structure and organizational documents;
- Evidence of statutory eligibility and evidence of site control;
- Infrastructure impact assessment, including environmental information when applicable;
- Project financing plan that includes the estimated project costs, sources and uses of funds, project schedule and lender or underwriter information;

Administrative Services will review the application consistently with processes in Economic Development Property Tax Abatement Policy, and forward recommendations to the County Board. A non-refundable application fee established by the County Board shall accompany each application. No conduit bond will be issued unless staff determine there is no adverse impact on County finances or credit standing.

Evaluation Criteria

In evaluating an application, the County Board may consider:

- Financial feasibility of the project;
- Public benefit to County residents;
- Compatibility with County strategic priorities;
- Impact on County infrastructure and environmental considerations;
- Impacts on employment and economic development;
- Borrower's financial and compliance history, including operational capacity;
- Any other factor determined relevant by the County Board

Public Input

A public hearing is required prior to approval. Additional public engagement may be conducted when projects have substantial community impact. Public involvement reflects County values of communication, transparency, and community participation described in its Strategic Plan.

Fiscal Safeguards and Administrative Costs

Borrowers must pay all costs associated with conduit financing, including administrative processing, legal fees, advisor fees, and compliance oversight costs to align with their Economic Development Property Tax Abatement Policy.

Comprehensive Plan and Zoning Compliance

Projects must comply with the County Comprehensive Plan and zoning ordinances or demonstrate that required amendments are in process (per Section 5.01 of Economic Development Property Tax Abatement Policy).

Priority Projects

Priority may be given to high-wage job creation, manufacturing, technology, and projects with high-quality construction standards consistent their Economic Development Property Tax Abatement Policy.

Extraterritorial Projects

If the County intends to issue conduit bonds for projects outside unincorporated County jurisdiction (for example, within cities), additional consideration will be given to host approval requirements, jurisdictional approvals and input from elected officials and the County Administrator.

Post-Issuance Compliance

The borrower shall comply with all continuing disclosure, arbitrage, tax compliance, record retention, and other post-issuance requirements applicable under federal and state law for the term of the bonds.

The County may request and require audited financial statements, feasibility studies, credit analyses, or other information demonstrating the borrower's ability to successfully complete and operate the project.

County Liability

The County shall have no obligation to repay the bonds or provide financial support for the project. The bonds shall not constitute a debt or general obligation of Mille Lacs County, nor shall the full faith and credit or taxing power of the County be pledged to payment of the bonds. The borrower shall indemnify and hold harmless the County, its elected officials, officers, employees, and agents from all claims arising out of the issuance of the bonds. County officials shall comply with all applicable conflict of interest laws when considering conduit bond applications.

Refunding Bonds

Approval of original financing does not oblige the County to approve future refunding bonds.

County Board Discretion

Meeting criteria in this policy does not guarantee approval. The Board may deviate from the policy when doing so to benefit the County and its residents to align with their Economic Development Property Tax Abatement Policy. The County reserves the right to require use of County-approved bond counsel and reserves the right to approve or reject the selection of bond counsel, trustee, underwriter, placement agent, financial advisor, or paying agent. The County may reject any application at any time prior to issuance of the bonds if it determines that issuance is not in the best interest of the County.

Conduit Bonds FORM Opinion

1. The Issuer is a municipal corporation of the State of Minnesota and has full power and authority under the Constitution and laws of the State of Minnesota, including Minnesota Statutes, Chapters 462C, 462A and 469, as amended, to issue the [Bonds/Notes], to loan the proceeds thereof to the Borrower, and to pledge the payments to be received pursuant to the [Loan Agreement] to the Lender as security for the payment of the principal of, premium, if any, and interest on the [Bonds/Notes], respectively.

2. The [Loan Documents] have each been duly and validly authorized, executed and delivered by the Issuer and, assuming the due and valid authorization, execution and delivery by the other parties thereto, are valid and binding obligations of the Issuer and enforceable in accordance with their terms, except to the extent to which the enforceability thereof may be limited by state and federal laws, rulings, decisions and principles of equity affecting remedies and by bankruptcy, reorganization, moratorium and other laws of general application relating to or affecting the enforcement of creditors' rights or laws relating to creditors' rights against public instrumentalities.

3. The [Bonds/Notes] have been duly and validly authorized, executed and delivered by the Issuer and are valid and binding special, limited obligations of the Issuer enforceable in accordance with their terms and the terms of the [Loan Agreement], except to the extent to which enforceability thereof may be limited by state and federal laws, rulings, decisions and principles of equity affecting remedies and by bankruptcy, reorganization, moratorium and other laws of general application relating to or affecting the enforcement of creditors' rights or laws relating to creditors' rights against public instrumentalities. The [Bonds/Notes] are not general obligations or indebtedness of the Issuer or the State of Minnesota within the meaning of any constitutional, statutory or charter limitation or a charge against their general credit or taxing powers, but are payable solely from the revenues pledged to the payment thereof, secured by the provisions of the Loan Agreement. By the Pledge Agreement, the Issuer has validly granted to the Lender a security interest in all of its right, title and interest in the [Loan Agreement] (except for certain rights to fees, administrative costs and indemnification), including payments which are required to be made by the Borrower in amounts and at times sufficient to pay the principal of, premium, if any, and interest on the [Bonds/Notes] as the same become due and payable.

4. The [Bonds/Notes] are "private activity bonds" within the meaning of Section 141 and "qualified 501(c)(3) bonds" within the meaning of Section 145 of the Internal Revenue Code of 1986 (the "Code"). Interest on the [Bonds/Notes] (a) is excluded from gross income for federal income tax purposes under Section 103 of the Code and (b) is not an item of tax preference for purposes of the federal alternative minimum tax imposed by Section 55 of the Code.

5. Interest on the [Bonds/Notes] (a) is excluded from taxable net income of individuals, estates, and trusts for Minnesota income tax purposes and (b) is not an item of tax preference for purposes of the Minnesota alternative minimum tax imposed on individuals, estates, and trusts.

July 16, 2026

Members of the Mille Lacs County Board of Commissioners
635 2nd Street SE
Milaca, MN 56353

Re: Mille Lacs County
Senior Housing and Healthcare Revenue Bonds
(Sioux Center Health Project), in one or more series

Dear Members of the County Board of Commissioners:

The purpose of this letter is to outline the authority, debt provisions and procedures for consideration with respect to the issuance of revenue bonds on behalf of Elim Homes, Inc. (the “Borrower”) by Mille Lacs County, Minnesota (the “County”).

As discussed via email and virtual meetings with Doug Hansen, County Administrator; Amy Anderson, Chief Financial Officer; and Lainy Hoskins, Community & Organizational Development Manager, the Borrower has requested that the County issue bonds in 2026 in order to finance a portion of the remainder of the Project (as defined herein). The Borrower is requesting the County to issue not to exceed \$9,000,000 Senior Housing and Healthcare Revenue Bonds (Elim Homes Project), in one or more series (collectively the “Series 2026 Bonds”) in order to finance a portion of the cost of the rehabilitation, equipping, and furnishing of (i) the Borrower’s Elim Wellspring skilled nursing facility of approximately 105 beds including single and double-occupant rooms, fully accessible toilet rooms, improved bathing facilities and related site and other improvements, all located at 701 1st St., Princeton, Minnesota 55371 (the “Elim Wellspring Campus”), and (ii) the Borrower’s Milaca Elim Meadows skilled nursing facility of approximately 86 beds including single and double-occupant rooms, fully accessible toilet rooms, improved bathing facilities and related site and other improvements, all located at 730 2nd St. SE, Milaca, Minnesota 56353 (the “Milaca Elim Meadows Campus” and, together with the Elim Wellspring Campus, the “Project”), and pay costs of issuance of the Series 2026 Bonds.

Bonds issued pursuant to Chapter 469 of the Minnesota Statutes by cities and counties are common methods in the State of Minnesota of obtaining federally tax-exempt financings for senior housing and healthcare non-profit entities and facilities, such as the Project. Because the interest on such bonds is exempt from federal income taxes, the Borrower is able to borrow money at a lower interest rate than a conventional financing would allow.

Authority of Municipalities to Issue Revenue Debt

The County is authorized pursuant to Chapter 469 of the Minnesota Statutes to issue revenue bonds for a project providing healthcare services. The County is further authorized pursuant to Chapter 469 to issue revenue bonds for a project within a city's boundaries if the city consents thereto. The proceeds of the bonds resulting from the purchase of the bonds by bondholders are in turn loaned to the Borrower. These types of bonds are commonly referred to as "conduit" bonds because the County acts as a conduit between the purchasers of the bonds and the Borrower. The proceeds of the sale of the bonds are then loaned to the Borrower pursuant to a Loan Agreement pursuant to which the Borrower agrees to make payments pursuant to the Loan Agreement corresponding to the payments on the bonds.

Revenue Bonds Are Not Debt of the Issuing Municipality

The County is not liable for repaying the bonds and the bonds are payable only from the amounts paid by the Borrower under the Loan Agreement. In fact, bonds issued pursuant to Chapter 469 are statutorily prohibited from being debt of the County within any state provision. Chapter 469 of the Code provides statutory protection to the County in Section 469.162, which reads:

Subdivision 1. Restrictions on payment. — Revenue bonds issued under sections 469.152 to 469.165 shall not be payable from nor charged upon any funds other than the revenue pledged to their payment, except as provided in this section, *nor shall the municipality or redevelopment agency issuing the same be subject to any liability on them. No holder of the bonds shall ever have the right to compel any exercise of the taxing power of the municipality or redevelopment agency to pay the bonds or the interest thereon, except as provided in subdivision 2, nor to enforce payment of them against any property of the municipality or redevelopment agency except those projects, or portions thereof, mortgaged or otherwise encumbered under the provisions and for the purpose of sections 469.152 to 469.165.*

The documents providing for the loan from the County to the Borrower, the bonds themselves, and the authorizing proceedings for the bonds will clearly state the language of Chapter 469 in order that the bondholders are on notice that the bonds shall not constitute debt of the County. For this Project, the Series 2026 Bonds will be purchased by a bank.

Bank-Qualification

The County is being asked to designate the Series 2026 Bonds as bank-qualified for calendar year 2026. Section 265 of the Internal Revenue Code provides a governmental issuer may issue up to \$10,000,000 of bonds on a bank-qualified basis per calendar year. It is our understanding the County is not planning to issue any tax-exempt bonds in calendar year 2026, pending final confirmation that a pending project will not be financed until calendar year 2027. To the extent these assumptions are not correct please let us know.

Procedures for Issuing Revenue Debt Pursuant to Chapter 469

The initial resolution to be considered by the County Board of Commissioners at a meeting would set forth the intent to publish a notice and set a public hearing date on the proposal to issue the Series 2026 Bonds. At a subsequent meeting of the County Board of Commissioners, proceedings would provide for considering action to hold the hearing, consider the adoption of a resolution authorizing the issuance of the Series 2026 Bonds and authorizing certain officers and/or employees of the County to execute a loan agreement, offering documents, bonds, and closing certificates. Upon approval for the issuance of the Series 2026 Bonds and shortly after the County Board of Commissioners takes action to authorize the issuance of the Series 2026 Bonds, documents will be signed by the parties to the transaction, including the County and the Borrower, and the Series 2026 Bonds will be issued.

Our Role as Bond Counsel

Acting as Bond Counsel, our office will review each of the documents and proceedings necessary to close the transaction in order to ensure compliance with the necessary state and federal legal requirements. On the day of closing and issuance of the Series 2026 Bonds we will issue our opinion that all steps required to issue the Series 2026 Bonds have been completed and confirming that the Series 2026 Bonds are not a debt of the County.

I hope this information will be useful to you as the County Board of Commissioners proceeds with this matter.

If you have any further questions in the interim, or if there is anything further I can provide to be of assistance, please do not hesitate to contact me.

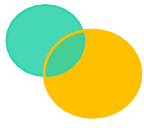
Very truly yours,

David D. Grossklaus

DDG

Requested Meeting Date: July 21, 2026
(Board meets the 1st and 3rd Tuesday of each month)

Title of Item for Consideration: Review City of Milaca Annual TIF Disclosure Report- TIF 4-10 and TIF 2-10	
Agenda Type Consent	Estimate Time Needed: 5 minutes Informational
Submitted by: Brenda Eklund	Department: Land Services Office
Who will attend the meeting and be able to respond to questions? Give name and title: Brenda Eklund, Property Records and Taxation Manager	
Summary of Issue (include previous Board or Committee actions and/or minutes, as well as applicable dates): City of Milaca Annual TIF Disclosure Report- TIF 4-10 and TIF 2-10	
Alternatives/Options/Comments:	
Recommended Action/Motion: NA	
Financial Impact: No	
Financial Expense:	
Are Funds Available?	
Additional Information Attached: LTR- Reports to County Auditor TIF 2-10 TIF 4-10 LTR- Disclosure to County Board Annual Disclosure Report	
Has Contract Been Approved by the County Attorney?	



DDA

David Drown Associates, Inc.
Public Finance Advisors

Minneapolis Office:
5029 Upton Avenue South
Minneapolis, MN 55410-2244
(612)920-3320 xtn 107 | fax (612) 605-2375
www.daviddrown.com

July 1, 2026

Emailed to:
Brenda.eklund@millelacs.mn.gov

Brenda Ecklund, County Auditor
Mille Lacs County
635 2nd Street SE, 1st Floor
Milaca, MN 56353

**RE: City of Milaca
2025 TIF Reports**

Dear Ms. Eklund:

Enclosed please find completed copies of Milaca's 2025 TIF reports. Please direct any questions or concerns to this office.

On behalf of the City,

Sonya Bubany
David Drown Associates, Inc.
sonya@daviddrown.com

Milaca - TIF 2-10 - 2025 Annual Reporting Form

Home	Overview	District Info	Debt	Interfund Loans	PAYG	Project Costs	Transfers	Rev & Exp	Balance Sheet
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Tax Increment Financing Annual Reporting Form for the Year Ended December 31, 2025

1	TIF District Name:	TIF 2-10
2	Development Authority:	Milaca
3	District Type:	Housing
4	County Where TIF District is Located:	Mille Lacs
5	County Identification Number, if any:	78

6	For Economic Development districts only: (choose "Not Applicable" for all other districts)	
a	Is the Small City Exception being used?	Not Applicable
b	Is the district used for a Workforce Housing Project?	Not Applicable

7	Is this TIF district in a fiscal disparities area?	No
8	If yes, under what option?	Not Applicable

Original TIF Plan Information

9	TIF Plan Approval Date:	2/16/2023
10	Certification Request Date:	2/16/2023
11	Certification Date:	2/24/2023

District Duration

12	Month and year of first receipt of tax increment (actual or anticipated):	6/2025
13	Required Decertification Date:	12/31/2050

TIF Plan Estimates - Original Plan 2/16/2023

		2/16/2023
ESTIMATED TAX INCREMENT REVENUES (from tax increment generated by the district)		
14	Tax increment revenues distributed from the county	\$ 334,859
15	Interest and investment earnings	\$ 25,000
16	Sales/lease proceeds	\$ 0
17	TIF Credits	\$ 0
18	Total Estimated Tax Increment Revenues	\$ 359,859

ESTIMATED PROJECT/FINANCING COSTS (to be paid or financed with tax increment)

Project costs		
19	Land/building acquisition	\$ 0
20	Site improvements/preparation costs	\$ 150,000
21	Utilities	\$ 0
22	Other public improvements	\$ 0
23	Construction of affordable housing	\$ 120,000
24	Small city authorized costs, if not already included above	\$ 0
25	Administrative costs	\$ 30,000
26	Estimated Tax Increment Project Costs	\$ 300,000
Estimated financing costs		
27	Interest expense	\$ 59,859
28	Total Estimated Project/Financing Costs to be Paid From Tax Increment	\$ 359,859

		2/16/2023
ESTIMATED FINANCING		
29	Total amount of bonds to be issued	\$ 270,000

Milaca - TIF 2-10 - 2025 Annual Reporting Form

Home	Overview	District Info	Debt	Interfund Loans	PAYG	Project Costs	Transfers	Rev & Exp	Balance Sheet
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District Information**Special Legislation**

1 Was any special legislation enacted for this district? No

	A	B	C	D	E
	Year	Session	Chapter	Article	Section
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

3 **Captured Tax Capacity** (Only select "Not Applicable" if Decertified or Entirely Tax Exempt) Applicable

		2025 Amount
4	Current net tax capacity	+ \$ 364
5	Original net tax capacity	- \$ 363
6	Captured net tax capacity (If negative, show \$0)	= \$ 1
7	Fiscal disparity deduction, if applicable (option B)	- \$ 0
8	Captured net tax capacity shared with other taxing jurisdictions	- \$ 0
9	Captured net tax capacity retained for tax increment financing (If negative, show \$0)	= \$ 1

Fiscal Disparities

10 Enter the amount of total increased property taxes to be paid from outside the TIF district from line 33 of the Department of Revenue's fiscal disparity option A calculation form.

Five-Year Rule

11 Did one or more of the following actions occur before 2/24/2028 ? Yes

If yes, select "Yes" at the appropriate actions:

12	Revenues were paid to a third party	No
13	Bonds were issued and sold to a third party	No
14	Binding contracts with a third party were entered into and the revenues will be spent under the contractual obligation	Yes
15	Activity costs were paid for and revenues are spent to reimburse a party for payment of the activity costs	No
16	Expenditures were made for housing or public infrastructure purposes as permitted by Minn. Stat. § 469.1763, subd. 3 (a) (5)	No

Statutory County Correction of Error(s)

17 Did the county auditor address any error under Minn. Stat. § 469.177, subd. 13 in 2025? (Populated per county; use Comments Tab to note any disagreement) No

Decertification

18 Has this district been decertified? No

19 Actual Decertification Date:

Milaca - TIF 2-10 - 2025 Annual Reporting Form

Home	Overview	District Info	Debt	Interfund Loans	PAYG	Project Costs	Transfers	Rev & Exp	Balance Sheet	EIC	ADS
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Financing & Debt

Since 2010, have you made debt service payments on a TIF bond or non-TIF bond, or are the district's increment pledged to pay an outstanding bond?

1

(Do not consider Pay-As-You-Go (PAYG) or interfund loans.)

No

TIF Principal and Interest

	A	B	C
	Bonds Retired Before 2010	All Prior Years	2025 Amount
2	TIF Bonds issued (other than refunding bonds)		
3	TIF Refunding bonds issued		
4	TIF Bond Principal payments from tax increment		
5	Interest payments from tax increment (TIF and Non-TIF Bonds)		

Milaca - TIF 2-10 - 2025 Annual Reporting Form

Milaca - TIF 2-10 - 2025 Annual Reporting Form

Key To Drop-Down Menu for "Type"

A - General Obligation TIF Bonds
B - Revenue TIF Bonds
C - Other TIF Debt
D - Non-TIF Bonds

6	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W		
											Principal										Interest				
	Name	Type	Pooled	Refunding	Refunded	Issue Date	Final Maturity Date	Interest Rate Range	Issue Amount	Amount Refunded (if refunded)		Paid in Prior Years From Tax Increment	Paid in Prior Years From Other Sources	Paid in 2025 From Tax Increment	Paid in 2025 From Other Sources	Additions in Prior Years	Additions in 2025	Outstanding	Due in 2026 From Tax Increment	Paid in Prior Years From Tax Increment	Paid in Prior Years From Other Sources	Paid in 2025 From Tax Increment	Paid in 2025 From Other Sources	Due in 2026 From Tax Increment	
1								- %			1							\$ 0							
2								- %			2							\$ 0							
3								- %			3							\$ 0							
4								- %			4							\$ 0							
5								- %			5							\$ 0							
6								- %			6							\$ 0							
7								- %			7							\$ 0							
8								- %			8							\$ 0							
9								- %			9							\$ 0							
10								- %			10							\$ 0							
11								- %			11							\$ 0							
12								- %			12							\$ 0							
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15								- %			15							\$ 0							
16								- %			16							\$ 0							
17								- %			17							\$ 0							
18								- %			18							\$ 0							
19								- %			19							\$ 0							
20								- %			20							\$ 0							

Do not consider PAYG and interfund loans. If you need to report additional bonds, please contact the OSA.

7

Comments (500 character limit):

Milaca - TIF 2-10 - 2025 Annual Reporting Form

Home	Overview	District Info	Debt	Interfund Loans	PAYG	Project Costs	Transfers	Rev & Exp	Balance
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Interfund Loans

1	Does/Did this district have interfund loans outstanding after 2009?	Yes
2	Did this district pay interest on interfund loans that were retired before 2010 ?	No

Interfund Loans

		A	B
		12/31/2024	12/31/2025
3	Due to other TIF districts	\$ 0	\$ 0
4	Due to non-tax increment accounts	\$ 500	\$ 499
5	Due from other TIF districts	\$ 0	\$ 0
6	Due from non-tax increment accounts	\$ 0	\$ 0

Principal and Interest

		A	B	C
		Interfund Loans Retired Before 2010	Prior Years	2025 Amount
7	Principal payments paid from this district		\$ 0	\$ 1
8	Interest payments paid from this district	\$ 0	\$ 0	\$ 0

Milaca - TIF 2-10 - 2025 Annual Reporting Form

Key To Drop-Down Menu for "Type"

- A - Receivable: Interfund Loan to Other District
- B - Receivable: Interfund Loan to Non-Tax Increment Account
- C - Payable: Interfund Loan from Other District
- D - Payable: Interfund Loan from Non-Tax Increment Account

9	A	B	C	D	E	F	G
	Type	Name of Second Party (District or Non-Tax Increment Account)		Resolution Date	Final Maturity Date	Interest Rate Range	Authorized Amount
		District	Non-Tax Increment Account				
1	D		General Fund	2/16/2023	12/31/2050	4.000 - 4.000 %	\$ 270,000
2						- %	
3						- %	
4						- %	
5						- %	
6						- %	
7						- %	
8						- %	
9						- %	
10						- %	
11						- %	
12						- %	
13						- %	
14						- %	
15						- %	
16						- %	
17						- %	
18						- %	
19						- %	
20						- %	

If you need to report additional interfund loans, please contact the OSA.

Comments (500 Character limit):

Milaca - TIF 2-10 - 2025 Annual Reporting Form

H	I	J	K	L	M	N	O	P	Q	R	S
Principal								Interest			Terms
Prior Years Draw Amount	2025 Draw Amount	Paid/Rec'd in Prior Years	Paid/Rec'd in 2025	Additions/ Reductions Prior Years	Additions/ Reductions in 2025	Outstanding	Due in 2026	Paid/ Rec'd in Prior Years	Paid/ Rec'd in 2025	Due in 2026	Modified in 2025?
\$ 500	\$ 0	\$ 0	\$ 1	\$ 0	\$ 0	\$ 499	\$ 0	\$ 0	\$ 0	\$ 0	No
						\$ 0					
						\$ 0					
						\$ 0					
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						\$ 0					
						\$ 0					
						\$ 0					
						\$ 0					

Milaca - TIF 2-10 - 2025 Annual Reporting Form

Home	Overview	District Info	Debt	Interfund Loans	PAYG	Project Costs	Transfers	Rev & Exp	Balance Sheet	EIC	ADS	Comments
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Pay-As-You-Go (PAYG) Financing

1

Are there any PAYG obligations for this district?

Yes

For the section below, report only the documented PAYG costs to be repaid with tax increment.

	A	B	C	D	E	F	G	H	I	J	K		
	Total All PAYG Through 2025	Rum River Living, LLC Through 2025	PAYG 2 Through 2025	PAYG 3 Through 2025	PAYG 4 Through 2025	PAYG 5 Through 2025	PAYG 6 Through 2025	PAYG 7 Through 2025	PAYG 8 Through 2025	PAYG 9 Through 2025	PAYG 10 Through 2025	DOCUMENTED PAYG COSTS	
DOCUMENTED PAYG COSTS													
2	Land/building acquisition	\$ 0	\$ 0									Land/Bldg Acq	2
3	Site improvements/preparation costs	\$ 100,000	\$ 100,000									Site Impv/Prep	3
4	Utilities	\$ 28,000	\$ 28,000									Utilities	4
5	Other public improvements	\$ 0	\$ 0									Other Pub Impr	5
6	Construction of affordable housing	\$ 0	\$ 0									Affordable Hsg	6
7	Small city authorized costs, if not already included above	\$ 0	\$ 0									Small City	7
8	Temp Jobs Stimulus [Minn. Stat. § 469.176, subd. 4m]	\$ 0	\$ 0									Temp Jobs Bill	8
9	Total documented PAYG costs to be paid with tax increment	\$ 128,000	\$ 128,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	TOTAL	9

Principal and Interest

		12/31/2024	12/31/2025
10	Outstanding obligation contingent upon available tax increment	\$ 0	\$ 128,000
		Prior Years	2025 Amount
11	Principal payments	\$ 0	\$ 0
12	Interest payments	\$ 0	\$ 0

Milaca - TIF 2-10 - 2025 Annual Reporting Form

13	A	B	C	D	E	F
	Name on Development Agreement	Issue Date	Final Maturity Date	Interest Rate Range	Contract / Note Amount	Documented Amount
1	Rum River Living, LLC	1/15/2025	1/1/2037	0.000 - 0.000 %	\$ 128,000	\$ 128,000
2				- %		\$ 0
3				- %		\$ 0
4				- %		\$ 0
5				- %		\$ 0
6				- %		\$ 0
7				- %		\$ 0
8				- %		\$ 0
9				- %		\$ 0
10				- %		\$ 0

Milaca - TIF 2-10 - 2025 Annual Reporting Form

	G	H	I	J	K	L	M	N	O
	Principal						Interest		
	Paid in Prior Years	Paid in 2025	Additions/ Reductions Prior Years	Additions/ Reductions in 2025	Outstanding	Due in 2026	Paid in Prior Years	Paid in 2025	Due in 2026
1	\$ 0	\$ 0	\$ 0	\$ 0	\$ 128,000	\$ 0	\$ 0	\$ 0	\$ 0
2					\$ 0				
3					\$ 0				
4					\$ 0				
5					\$ 0				
6					\$ 0				
7					\$ 0				
8					\$ 0				
9					\$ 0				
10					\$ 0				

Comments (500 Character limit):

14

Milaca - TIF 2-10 - 2025 Annual Reporting Form

Home	Overview	District Info	Debt	Interfund Loans	PAYG	Project Costs	Transfers	Rev & Exp	Balance Sheet	EIC	ADS
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Project Costs

		A	B	C
		Prior Years	2025 Amount	Total Through 2025
PROJECT COSTS (OTHER THAN PAYG)				
1	Land/building acquisition	\$ 0	\$ 0	\$ 0
2	Site improvements/preparation costs	\$ 0	\$ 0	\$ 0
3	Utilities	\$ 0	\$ 0	\$ 0
4	Other public improvements	\$ 0	\$ 0	\$ 0
5	Construction of affordable housing	\$ 0	\$ 0	\$ 0
6	Small city authorized costs, if not already included above	\$ 0	\$ 0	\$ 0
7	Temp Jobs Stimulus [Minn. Stat. § 469.176, subd. 4m]	\$ 0	\$ 0	\$ 0
8	Temp Transfer Authority [Minn. Stat. § 469.176, subd. 4n]	\$ 0	\$ 0	\$ 0
9	Authority administrative costs	\$ 500	\$ 0	\$ 500
10	County administrative costs	\$ 0	\$ 0	\$ 0
11	Subtract prior years' costs paid with public funds other than tax increment	\$ 0		\$ 0
12	Total Project Costs (Other than PAYG) Paid or Financed with Tax Increment and/or TIF Bond Proceeds	\$ 500	\$ 0	\$ 500
PROJECT COSTS (PAYG)				
13	Land/building acquisition			\$ 0
14	Site improvements/preparation costs			\$ 100,000
15	Utilities			\$ 28,000
16	Other public improvements			\$ 0
17	Construction of affordable housing			\$ 0
18	Small city authorized costs, if not already included above			\$ 0
19	Temp Jobs Stimulus [Minn. Stat. § 469.176, subd. 4m]			\$ 0
20	Total Documented Project Costs (PAYG) to be Paid with Tax Increment			\$ 128,000
21	TOTAL PROJECT COSTS PAID OR TO BE PAID WITH TAX INCREMENT AND/OR TIF BOND PROCEEDS			\$ 128,500
		Prior Years	2025 Amount	Total Through 2025
22	Amount of any payments included above for activities and improvements located outside the TIF district and paid for or financed with tax increment including administrative costs	\$ 500	\$ 0	\$ 500
23	Portion of line 9 used for usual/customary maintenance and operating costs	\$ 0	\$ 0	\$ 0
24	Portion of line 23 paid with lease proceed tax increments	\$ 0	\$ 0	\$ 0

Milaca - TIF 2-10 - 2025 Annual Reporting Form

Home	Overview	District Info	Debt	Interfund Loans	PAYG	Project Costs	Transfers	Rev & Exp	Balance Sheet
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Transfers Between TIF Districts

1

Are there any transfers of tax increment to or from the TIF district?

No

A		B	C	D
District Name		Prior Years	2025 Amount	Total Through 2025
TRANSFERS IN				
Transfers of tax increment from other TIF districts				
1				\$ 0
2				\$ 0
3				\$ 0
4				\$ 0
5				\$ 0
6				\$ 0
7				\$ 0
8				\$ 0
9				\$ 0
10				\$ 0
11				\$ 0
12				\$ 0
13				\$ 0
14				\$ 0
15				\$ 0
16				\$ 0
17				\$ 0
18				\$ 0
19				\$ 0
20				\$ 0
3	Total Transfers In	\$ 0	\$ 0	\$ 0
TRANSFERS OUT				
Transfers of tax increment to other TIF districts				
1				\$ 0
2				\$ 0
3				\$ 0
4				\$ 0
5				\$ 0
6				\$ 0
7				\$ 0
8				\$ 0
9				\$ 0
10				\$ 0
11				\$ 0
12				\$ 0
13				\$ 0
14				\$ 0
15				\$ 0
16				\$ 0
17				\$ 0
18				\$ 0
19				\$ 0
20				\$ 0
5	Total Transfers Out	\$ 0	\$ 0	\$ 0

Milaca - TIF 2-10 - 2025 Annual Reporting Form

Home	Overview	District Info	Debt	Interfund Loans	PAYG	Project Costs	Transfers	Rev & Exp	Balance Sheet	EIC	AT
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Revenues, Expenditures, and Changes in Tax Increment Balance

		A	B	C
		Prior Years	2025 Amount	Total Through 2025
REVENUES				
1	Tax increment revenues distributed from the county	\$ 0	\$ 1	\$ 1
2	Interest and investment earnings	\$ 0	\$ 0	\$ 0
3	TIF Credits	\$ 0	\$ 0	\$ 0
4	Loan/advance repayments	\$ 0	\$ 0	\$ 0
5	Lease proceeds	\$ 0	\$ 0	\$ 0
6	Repayments or return of tax increment per agreements	\$ 0	\$ 0	\$ 0
7	Total Revenues	\$ 0	\$ 1	\$ 1
EXPENDITURES				
8	Project costs (other than PAYG)	\$ 500	\$ 0	\$ 500
9	Tax increment returned to the county	\$ 0	\$ 0	\$ 0
Bond Payments				
Principal				
10	Payments for PAYG note or contract	\$ 0	\$ 0	\$ 0
11	Payments on all other TIF bonds	\$ 0	\$ 0	\$ 0
Interest				
12	Interest on PAYG	\$ 0	\$ 0	\$ 0
13	Interest on all other (TIF and Non-TIF) bonds	\$ 0	\$ 0	\$ 0
14	Interest on interfund loans	\$ 0	\$ 0	\$ 0
15	Total Expenditures	\$ 500	\$ 0	\$ 500
16	Revenues over (under) expenditures	\$ (500)	\$ 1	\$ (499)
OTHER SOURCES AND USES				
17	Transfers in	\$ 0	\$ 0	\$ 0
18	Transfers out	\$ 0	\$ 0	\$ 0
19	TIF Bonds issued (other than refunding bonds)	\$ 0	\$ 0	\$ 0
20	Refunding TIF bonds issued	\$ 0	\$ 0	\$ 0
21	TIF Bonds refunded	\$ 0	\$ 0	\$ 0
22	TIF Bond discount	\$ 0	\$ 0	\$ 0
23	TIF Bond premium	\$ 0	\$ 0	\$ 0
24	Sales of property	\$ 0	\$ 0	\$ 0
25	Other (see instructions, comment required)	\$ 0	\$ 0	\$ 0
26	Total Other Sources and Uses	\$ 0	\$ 0	\$ 0
27	Net change in tax increment balances	\$ (500)	\$ 1	\$ (499)
28	Tax Increment balance (beginning 01/01/2025)		\$ (500)	
29	Tax Increment balance (ending 12/31/2025)		\$ (499)	

Comments (500 Character limit):

30

Milaca - TIF 2-10 - 2025 Annual Reporting Form

Home	Overview	District Info	Debt	Interfund Loans	PAYG	Project Costs	Transfers	Rev & Exp	Balance
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Balance Sheet

		A	B
		12/31/2024	12/31/2025
ASSETS			
1	Cash	\$ 0	\$ 0
2	Investments	\$ 0	\$ 0
3	Due from other TIF districts	\$ 0	\$ 0
4	Due from non-tax increment accounts	\$ 0	\$ 0
5	Interest receivable	\$ 0	\$ 0
6	Taxes receivable	\$ 0	\$ 0
7	Other receivables	\$ 0	\$ 0
8	Property held for resale	\$ 0	\$ 0
9	Total Assets	\$ 0	\$ 0
LIABILITIES			
10	Due to other TIF districts	\$ 0	\$ 0
11	Due to non-tax increment accounts	\$ 500	\$ 499
12	Accounts payable	\$ 0	\$ 0
13	Unearned revenue	\$ 0	\$ 0
14	Total Liabilities	\$ 500	\$ 499
15	Deferred Inflows	\$ 0	\$ 0
16	Total Liabilities and Deferred Inflows	\$ 500	\$ 499
TAX INCREMENT BALANCE			
17	Total Tax Increment Balance	\$ (500)	\$ (499)
18	Total Liabilities, Deferred Inflows, and Tax Increment Balance	\$ 0	\$ 0

Milaca - TIF 2-10 - 2025 Annual Reporting Form

Home	Overview	District Info	Debt	Interfund Loans	PAYG	Project Costs	Transfers	Rev & Exp	Balance Sheet
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Excess Increment Calculation**Excess increment calculation report required?**

If the total costs authorized by the TIF plan to be paid or financed with tax increment from the district exceed the total tax increment collected from the district by 20 percent or more, the excess increment calculation is not required to be reported.

Excess increment calculation reporting exemption: Minn. Stat. § 469.176, subd. 2 (g).

1	Tax increment generated by the district since certification	\$ 1
2	Multiply the above amount by 1.2	\$ 1
3	Total costs authorized by the TIF plan to be paid or financed with tax increment	\$ 359,859
4	Based on the calculation above, the Excess Increment Calculation Report is:	NOT REQUIRED

Excess Increment Calculation Report

5	Total tax increment generated by the district since certification	\$ 1
6	Subtract total tax increment returned to the county	\$ 0
7	Subtotal A	\$ 1
8	Total costs authorized by the TIF plan to be paid or financed with tax increment	\$ 359,859
9	Subtract authorized costs that have been or will be paid from sources other than tax increment	
10	Subtract principal and interest payments due after the year ended December 31, 2025	
11	Add transfers of increment made prior to December 31, 2025, used to pay for Minn. Stat. § 469.1763 deficits	
12	Subtotal B	\$ 359,859
13	Excess increment (Subtract subtotal B from subtotal A)	\$ (359,858)
Subtract any of the authorized uses of excess increment listed below:		
14	Prepayment of any outstanding bonds	
15	Discharge of the pledge of tax increment for any outstanding bonds	
16	Payment into an escrow account dedicated to the payment of any outstanding bond	
17	Excess increment after subtractions of authorized uses*	\$ (359,858)

*Excess increments after subtractions must be returned to the county for distribution to the city, county, and school districts in which the TIF district is located within nine months after the end of the year (by September 30).

Milaca - TIF 2-10 - 2025 Annual Reporting Form

Home	Overview	District Info	Debt	Interfund Loans	PAYG	Project Costs	Transfers	Rev & Expr	B
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2025 Annual Disclosure Statement

1	Name of Development Authority:	Milaca
2	Name of Municipality:	Milaca
3	Union Times (Name of the Newspaper)	7/9/2026 (Date of Publication)

The following information represents the annual disclosure of tax increment districts for the year ended December 31, 2025.

		TIF 2-10
4	Current net tax capacity	\$ 364
5	Original net tax capacity	\$ 363
6	Captured net tax capacity	\$ 1
7	Principal and interest payments due in 2026	\$ 0
8	Tax increment received in 2025	\$ 1
9	Tax increment expended in 2025	\$ 0
10	Month and year of first tax increment receipt	6/2025
11	Date of required decertification	12/31/2050
12	The total increased property taxes to be paid from outside the district if fiscal disparities Option A applies*	\$ 0

* The fiscal disparities property tax law provides that the growth in commercial-industrial property tax values is shared throughout the area. In a tax increment financing district, this value sharing can either result in a decrease in tax increment financing district revenue or a tax increase for other properties in the municipality depending on whether the tax increment financing district contributes its share of the growth. Amounts displayed here indicate that the district did not contribute its growth in commercial-industrial property tax values and represent the resulting increase in taxes on other properties in the City for taxes payable in 2025.

Additional information regarding this district may be obtained from:

13	Name:	Tammy Pfaff	
14	Address:	255 1st Street East	
15	City:	Milaca	
16	State:	MN	
17	Zip Code:	56353	
18	Phone:	3209833141	Enter as 6512962551
19	Email:	none	Enter 'none' if no email address.

Milaca - TIF 2-10 - 2025 Annual Reporting Form

Home	Overview	District Info	Debt	Interfund Loans	PAYG	Project Costs	Transfers	Rev & Exp	Bala
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Comments

Please enter any additional comments regarding this district (500 character limit on Comments):

1

Milaca - TIF 4-10 Downtown - 2025 Annual Reporting Form

Home	Overview	District Info	Debt	Interfund Loans	PAYG	Project Costs	Transfers	Rev & Exp	Balance Sheet
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Tax Increment Financing Annual Reporting Form for the Year Ended December 31, 2025

1	TIF District Name:	TIF 4-10 Downtown
2	Development Authority:	Milaca
3	District Type:	Redevelopment
4	County Where TIF District is Located:	Mille Lacs
5	County Identification Number, if any:	

6	For Economic Development districts only: (choose "Not Applicable" for all other districts)	
a	Is the Small City Exception being used?	Not Applicable
b	Is the district used for a Workforce Housing Project?	Not Applicable

7	Is this TIF district in a fiscal disparities area?	No
8	If yes, under what option?	Not Applicable

Original TIF Plan Information

9	TIF Plan Approval Date:	9/10/2009
10	Certification Request Date:	9/15/2009
11	Certification Date:	3/24/2010

District Duration

12	Month and year of first receipt of tax increment (actual or anticipated):	6/2011
13	Required Decertification Date:	12/31/2036

TIF Plan Estimates - Original Plan 9/10/2009

		9/10/2009
	ESTIMATED TAX INCREMENT REVENUES (from tax increment generated by the district)	
14	Tax increment revenues distributed from the county	\$ 1,893,695
15	Interest and investment earnings	\$ 25,674
16	Sales/lease proceeds	\$ 0
17	TIF Credits	\$ 0
18	Total Estimated Tax Increment Revenues	\$ 1,919,369

ESTIMATED PROJECT/FINANCING COSTS (to be paid or financed with tax increment)

	Project costs	
19	Land/building acquisition	\$ 250,000
20	Site improvements/preparation costs	\$ 200,000
21	Utilities	\$ 250,000
22	Other public improvements	\$ 150,000
23	Construction of affordable housing	\$ 0
24	Small city authorized costs, if not already included above	\$ 0
25	Administrative costs	\$ 189,369
26	Estimated Tax Increment Project Costs	\$ 1,039,369
	Estimated financing costs	
27	Interest expense	\$ 880,000
28	Total Estimated Project/Financing Costs to be Paid From Tax Increment	\$ 1,919,369

		9/10/2009
	ESTIMATED FINANCING	
29	Total amount of bonds to be issued	\$ 900,000

Milaca - TIF 4-10 Downtown - 2025 Annual Reporting Form

Home	Overview	District Info	Debt	Interfund Loans	PAYG	Project Costs	Transfers	Rev & Exp	Balance Sheet
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District Information**Special Legislation**

1 Was any special legislation enacted for this district? No

2	A	B	C	D	E
	Year	Session	Chapter	Article	Section
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

3 **Captured Tax Capacity** (Only select "Not Applicable" if Decertified or Entirely Tax Exempt) Applicable

		2025 Amount
4	Current net tax capacity	+ \$ 64,056
5	Original net tax capacity	- \$ 20,088
6	Captured net tax capacity (If negative, show \$0)	= \$ 43,968
7	Fiscal disparity deduction, if applicable (option B)	- \$ 0
8	Captured net tax capacity shared with other taxing jurisdictions	- \$ 0
9	Captured net tax capacity retained for tax increment financing (If negative, show \$0)	= \$ 43,968

Fiscal Disparities

10 Enter the amount of total increased property taxes to be paid from outside the TIF district from line 33 of the Department of Revenue's fiscal disparity option A calculation form.

Five-Year Rule

11 Did one or more of the following actions occur before 3/24/2018 ? Yes

If yes, select "Yes" at the appropriate actions:

12	Revenues were paid to a third party	No
13	Bonds were issued and sold to a third party	No
14	Binding contracts with a third party were entered into and the revenues will be spent under the contractual obligation	Yes
15	Activity costs were paid for and revenues are spent to reimburse a party for payment of the activity costs	No
16	Expenditures were made for housing or public infrastructure purposes as permitted by Minn. Stat. § 469.1763, subd. 3 (a) (5)	No

Statutory County Correction of Error(s)

17 Did the county auditor address any error under Minn. Stat. § 469.177, subd. 13 in 2025? (Populated per county; use Comments Tab to note any disagreement) No

Decertification

18 Has this district been decertified? No

19 Actual Decertification Date:

Milaca - TIF 4-10 Downtown - 2025 Annual Reporting Form

Home	Overview	District Info	Debt	Interfund Loans	PAYG	Project Costs	Transfers	Rev & Exp	Balance Sheet	EIC	ADS
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Financing & Debt

Since 2010, have you made debt service payments on a TIF bond or non-TIF bond, or are the district's increment pledged to pay an outstanding bond?

1

(Do not consider Pay-As-You-Go (PAYG) or interfund loans.)

No

TIF Principal and Interest

	A	B	C
	Bonds Retired Before 2010	All Prior Years	2025 Amount
2	TIF Bonds issued (other than refunding bonds)		
3	TIF Refunding bonds issued		
4	TIF Bond Principal payments from tax increment		
5	Interest payments from tax increment (TIF and Non-TIF Bonds)		

Milaca - TIF 4-10 Downtown - 2025 Annual Reporting Form

Milaca - TIF 4-10 Downtown - 2025 Annual Reporting Form

Key To Drop-Down Menu for "Type"

A - General Obligation TIF Bonds
B - Revenue TIF Bonds
C - Other TIF Debt
D - Non-TIF Bonds

6	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	
												Principal								Interest				
	Name	Type	Pooled	Refunding	Refunded	Issue Date	Final Maturity Date	Interest Rate Range	Issue Amount	Amount Refunded (if refunded)		Paid in Prior Years From Tax Increment	Paid in Prior Years From Other Sources	Paid in 2025 From Tax Increment	Paid in 2025 From Other Sources	Additions in Prior Years	Additions in 2025	Outstanding	Due in 2026 From Tax Increment	Paid in Prior Years From Tax Increment	Paid in Prior Years From Other Sources	Paid in 2025 From Tax Increment	Paid in 2025 From Other Sources	Due in 2026 From Tax Increment
1								- %			1							\$ 0						
2								- %			2							\$ 0						
3								- %			3							\$ 0						
4								- %			4							\$ 0						
5								- %			5							\$ 0						
6								- %			6							\$ 0						
7								- %			7							\$ 0						
8								- %			8							\$ 0						
9								- %			9							\$ 0						
10								- %			10							\$ 0						
11								- %			11							\$ 0						
12								- %			12							\$ 0						
13								- %			13							\$ 0						
14								- %			14							\$ 0						
15								- %			15							\$ 0						
16								- %			16							\$ 0						
17								- %			17							\$ 0						
18								- %			18							\$ 0						
19								- %			19							\$ 0						
20								- %			20							\$ 0						

Do not consider PAYG and interfund loans. If you need to report additional bonds, please contact the OSA.

7

Comments (500 character limit):

Milaca - TIF 4-10 Downtown - 2025 Annual Reporting Form

Home	Overview	District Info	Debt	Interfund Loans	PAYG	Project Costs	Transfers	Rev & Exp	Balance
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Interfund Loans

1	Does/Did this district have interfund loans outstanding after 2009?	Yes
2	Did this district pay interest on interfund loans that were retired before 2010 ?	No

Interfund Loans

		A	B
		12/31/2024	12/31/2025
3	Due to other TIF districts	\$ 0	\$ 0
4	Due to non-tax increment accounts	\$ 89,004	\$ 89,004
5	Due from other TIF districts	\$ 0	\$ 0
6	Due from non-tax increment accounts	\$ 0	\$ 0

Principal and Interest

		A	B	C
		Interfund Loans Retired Before 2010	Prior Years	2025 Amount
7	Principal payments paid from this district		\$ 167,535	\$ 0
8	Interest payments paid from this district	\$ 0	\$ 10,555	\$ 0

Milaca - TIF 4-10 Downtown - 2025 Annual Reporting Form

Key To Drop-Down Menu for "Type"

- A - Receivable: Interfund Loan to Other District
- B - Receivable: Interfund Loan to Non-Tax Increment Account
- C - Payable: Interfund Loan from Other District
- D - Payable: Interfund Loan from Non-Tax Increment Account

9	A	B	C	D	E	F	G
	Type	Name of Second Party (District or Non-Tax Increment Account)		Resolution Date	Final Maturity Date	Interest Rate Range	Authorized Amount
		District	Non-Tax Increment Account				
1	D		General Fund or any other avail fund	9/10/2009	12/31/2036	2.500 - 2.500 %	\$ 1,500,000
2						- %	
3						- %	
4						- %	
5						- %	
6						- %	
7						- %	
8						- %	
9						- %	
10						- %	
11						- %	
12						- %	
13						- %	
14						- %	
15						- %	
16						- %	
17						- %	
18						- %	
19						- %	
20						- %	

If you need to report additional interfund loans, please contact the OSA.

Comments (500 Character limit):

Milaca - TIF 4-10 Downtown - 2025 Annual Reporting Form

H	I	J	K	L	M	N	O	P	Q	R	S
Principal								Interest			Terms
Prior Years Draw Amount	2025 Draw Amount	Paid/Rec'd in Prior Years	Paid/Rec'd in 2025	Additions/ Reductions Prior Years	Additions/ Reductions in 2025	Outstanding	Due in 2026	Paid/ Rec'd in Prior Years	Paid/ Rec'd in 2025	Due in 2026	Modified in 2025?
\$ 256,539	\$ 0	\$ 167,535	\$ 0	\$ 0	\$ 0	\$ 89,004	\$ 0	\$ 10,555	\$ 0	\$ 0	No
						\$ 0					
						\$ 0					
						\$ 0					
						\$ 0					
						\$ 0					
						\$ 0					
						\$ 0					
						\$ 0					
						\$ 0					
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						\$ 0					
						\$ 0					
						\$ 0					
						\$ 0					

Milaca - TIF 4-10 Downtown - 2025 Annual Reporting Form

Home	Overview	District Info	Debt	Interfund Loans	PAYG	Project Costs	Transfers	Rev & Exp	Balance Sheet	EIC	ADS	Comments
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Pay-As-You-Go (PAYG) Financing

1

Are there any PAYG obligations for this district?

Yes

For the section below, report only the documented PAYG costs to be repaid with tax increment.

	A	B	C	D	E	F	G	H	I	J	K		
	Total All PAYG Through 2025	RDT Properties, LLC Through 2025	PAYG 2 Through 2025	PAYG 3 Through 2025	PAYG 4 Through 2025	PAYG 5 Through 2025	PAYG 6 Through 2025	PAYG 7 Through 2025	PAYG 8 Through 2025	PAYG 9 Through 2025	PAYG 10 Through 2025	DOCUMENTED PAYG COSTS	
DOCUMENTED PAYG COSTS													
2	Land/building acquisition	\$ 0	\$ 0									Land/Bldg Acq	2
3	Site improvements/preparation costs	\$ 400,000	\$ 400,000									Site Impv/Prep	3
4	Utilities	\$ 0	\$ 0									Utilities	4
5	Other public improvements	\$ 0	\$ 0									Other Pub Impr	5
6	Construction of affordable housing	\$ 0	\$ 0									Affordable Hsg	6
7	Small city authorized costs, if not already included above	\$ 0	\$ 0									Small City	7
8	Temp Jobs Stimulus [Minn. Stat. § 469.176, subd. 4m]	\$ 0	\$ 0									Temp Jobs Bill	8
9	Total documented PAYG costs to be paid with tax increment	\$ 400,000	\$ 400,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	TOTAL	9

Principal and Interest

		12/31/2024	12/31/2025
10	Outstanding obligation contingent upon available tax increment	\$ 137,383	\$ 95,640
		Prior Years	2025 Amount
11	Principal payments	\$ 272,130	\$ 41,743
12	Interest payments	\$ 196,161	\$ 8,930

Milaca - TIF 4-10 Downtown - 2025 Annual Reporting Form

13	A	B	C	D	E	F
	Name on Development Agreement	Issue Date	Final Maturity Date	Interest Rate Range	Contract / Note Amount	Documented Amount
1	RDT Properties, LLC	5/1/2011	2/1/2027	5.000 - 5.000 %	\$ 400,000	\$ 400,000
2				- %		\$ 0
3				- %		\$ 0
4				- %		\$ 0
5				- %		\$ 0
6				- %		\$ 0
7				- %		\$ 0
8				- %		\$ 0
9				- %		\$ 0
10				- %		\$ 0

Milaca - TIF 4-10 Downtown - 2025 Annual Reporting Form

	G	H	I	J	K	L	M	N	O
	Principal						Interest		
	Paid in Prior Years	Paid in 2025	Additions/ Reductions Prior Years	Additions/ Reductions in 2025	Outstanding	Due in 2026	Paid in Prior Years	Paid in 2025	Due in 2026
1	\$ 272,130	\$ 41,743	\$ 9,513	\$ 0	\$ 95,640	\$ 42,000	\$ 196,161	\$ 8,930	\$ 13,177
2					\$ 0				
3					\$ 0				
4					\$ 0				
5					\$ 0				
6					\$ 0				
7					\$ 0				
8					\$ 0				
9					\$ 0				
10					\$ 0				

Comments (500 Character limit):

14

Milaca - TIF 4-10 Downtown - 2025 Annual Reporting Form

Home	Overview	District Info	Debt	Interfund Loans	PAYG	Project Costs	Transfers	Rev & Exp	Balance Sheet	EIC	ADS
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Project Costs

		A	B	C
		Prior Years	2025 Amount	Total Through 2025
PROJECT COSTS (OTHER THAN PAYG)				
1	Land/building acquisition	\$ 0	\$ 0	\$ 0
2	Site improvements/preparation costs	\$ 225,985	\$ 0	\$ 225,985
3	Utilities	\$ 0	\$ 0	\$ 0
4	Other public improvements	\$ 0	\$ 0	\$ 0
5	Construction of affordable housing	\$ 0	\$ 0	\$ 0
6	Small city authorized costs, if not already included above	\$ 0	\$ 0	\$ 0
7	Temp Jobs Stimulus [Minn. Stat. § 469.176, subd. 4m]	\$ 0	\$ 0	\$ 0
8	Temp Transfer Authority [Minn. Stat. § 469.176, subd. 4n]	\$ 0	\$ 0	\$ 0
9	Authority administrative costs	\$ 33,278	\$ 2,000	\$ 35,278
10	County administrative costs	\$ 0	\$ 0	\$ 0
11	Subtract prior years' costs paid with public funds other than tax increment	\$ 0		\$ 0
12	Total Project Costs (Other than PAYG) Paid or Financed with Tax Increment and/or TIF Bond Proceeds	\$ 259,263	\$ 2,000	\$ 261,263
PROJECT COSTS (PAYG)				
13	Land/building acquisition			\$ 0
14	Site improvements/preparation costs			\$ 400,000
15	Utilities			\$ 0
16	Other public improvements			\$ 0
17	Construction of affordable housing			\$ 0
18	Small city authorized costs, if not already included above			\$ 0
19	Temp Jobs Stimulus [Minn. Stat. § 469.176, subd. 4m]			\$ 0
20	Total Documented Project Costs (PAYG) to be Paid with Tax Increment			\$ 400,000
21	TOTAL PROJECT COSTS PAID OR TO BE PAID WITH TAX INCREMENT AND/OR TIF BOND PROCEEDS			\$ 661,263
		Prior Years	2025 Amount	Total Through 2025
22	Amount of any payments included above for activities and improvements located outside the TIF district and paid for or financed with tax increment including administrative costs	\$ 33,278	\$ 2,000	\$ 35,278
23	Portion of line 9 used for usual/customary maintenance and operating costs	\$ 0	\$ 0	\$ 0
24	Portion of line 23 paid with lease proceed tax increments	\$ 0	\$ 0	\$ 0

Milaca - TIF 4-10 Downtown - 2025 Annual Reporting Form

Home	Overview	District Info	Debt	Interfund Loans	PAYG	Project Costs	Transfers	Rev & Exp	Balance Sheet
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Transfers Between TIF Districts

1

Are there any transfers of tax increment to or from the TIF district?

Yes

A	B	C	D
District Name	Prior Years	2025 Amount	Total Through 2025

2 TRANSFERS IN

Transfers of tax increment from other TIF districts

1	TIF 5 Middle School	\$ 45,478	\$ 0	\$ 45,478
2				\$ 0
3				\$ 0
4				\$ 0
5				\$ 0
6				\$ 0
7				\$ 0
8				\$ 0
9				\$ 0
10				\$ 0
11				\$ 0
12				\$ 0
13				\$ 0
14				\$ 0
15				\$ 0
16				\$ 0
17				\$ 0
18				\$ 0
19				\$ 0
20				\$ 0
3	Total Transfers In	\$ 45,478	\$ 0	\$ 45,478

4 TRANSFERS OUT

Transfers of tax increment to other TIF districts

1	TIF 5 Middle School	\$ 45,478	\$ 0	\$ 45,478
2				\$ 0
3				\$ 0
4				\$ 0
5				\$ 0
6				\$ 0
7				\$ 0
8				\$ 0
9				\$ 0
10				\$ 0
11				\$ 0
12				\$ 0
13				\$ 0
14				\$ 0
15				\$ 0
16				\$ 0
17				\$ 0
18				\$ 0
19				\$ 0
20				\$ 0
5	Total Transfers Out	\$ 45,478	\$ 0	\$ 45,478

Milaca - TIF 4-10 Downtown - 2025 Annual Reporting Form

Home	Overview	District Info	Debt	Interfund Loans	PAYG	Project Costs	Transfers	Rev & Exp	Balance Sheet	EIC	AT
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Revenues, Expenditures, and Changes in Tax Increment Balance

	A	B	C
	Prior Years	2025 Amount	Total Through 2025
REVENUES			
1 Tax increment revenues distributed from the county	\$ 526,797	\$ 56,196	\$ 582,993
2 Interest and investment earnings	\$ (12,779)	\$ 0	\$ (12,779)
3 TIF Credits	\$ 0	\$ 0	\$ 0
4 Loan/advance repayments	\$ 0	\$ 0	\$ 0
5 Lease proceeds	\$ 0	\$ 0	\$ 0
6 Repayments or return of tax increment per agreements	\$ 0	\$ 0	\$ 0
7 Total Revenues	\$ 514,018	\$ 56,196	\$ 570,214
EXPENDITURES			
8 Project costs (other than PAYG)	\$ 259,263	\$ 2,000	\$ 261,263
9 Tax increment returned to the county	\$ 0	\$ 0	\$ 0
Bond Payments			
Principal			
10 Payments for PAYG note or contract	\$ 272,130	\$ 41,743	\$ 313,873
11 Payments on all other TIF bonds	\$ 0	\$ 0	\$ 0
Interest			
12 Interest on PAYG	\$ 196,161	\$ 8,930	\$ 205,091
13 Interest on all other (TIF and Non-TIF) bonds	\$ 0	\$ 0	\$ 0
14 Interest on interfund loans	\$ 10,555	\$ 0	\$ 10,555
15 Total Expenditures	\$ 738,109	\$ 52,673	\$ 790,782
16 Revenues over (under) expenditures	\$ (224,091)	\$ 3,523	\$ (220,568)
OTHER SOURCES AND USES			
17 Transfers in	\$ 45,478	\$ 0	\$ 45,478
18 Transfers out	\$ (45,478)	\$ 0	\$ (45,478)
19 TIF Bonds issued (other than refunding bonds)	\$ 0	\$ 0	\$ 0
20 Refunding TIF bonds issued	\$ 0	\$ 0	\$ 0
21 TIF Bonds refunded	\$ 0	\$ 0	\$ 0
22 TIF Bond discount	\$ 0	\$ 0	\$ 0
23 TIF Bond premium	\$ 0	\$ 0	\$ 0
24 Sales of property	\$ 131,564	\$ 0	\$ 131,564
25 Other (see instructions, comment required)	\$ 0	\$ 0	\$ 0
26 Total Other Sources and Uses	\$ 131,564	\$ 0	\$ 131,564
27 Net change in tax increment balances	\$ (92,527)	\$ 3,523	\$ (89,004)
28 Tax Increment balance (beginning 01/01/2025)		\$ (92,527)	
29 Tax Increment balance (ending 12/31/2025)		\$ (89,004)	

Comments (500 Character limit):

30

Milaca - TIF 4-10 Downtown - 2025 Annual Reporting Form

Home	Overview	District Info	Debt	Interfund Loans	PAYG	Project Costs	Transfers	Rev & Exp	Balance
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Balance Sheet

		A	B
		12/31/2024	12/31/2025
ASSETS			
1	Cash	\$ 820	\$ 0
2	Investments	\$ 0	\$ 0
3	Due from other TIF districts	\$ 0	\$ 0
4	Due from non-tax increment accounts	\$ 0	\$ 0
5	Interest receivable	\$ 0	\$ 0
6	Taxes receivable	\$ 0	\$ 0
7	Other receivables	\$ 0	\$ 0
8	Property held for resale	\$ 0	\$ 0
9	Total Assets	\$ 820	\$ 0
LIABILITIES			
10	Due to other TIF districts	\$ 0	\$ 0
11	Due to non-tax increment accounts	\$ 89,004	\$ 89,004
12	Accounts payable	\$ 4,343	\$ 0
13	Unearned revenue	\$ 0	\$ 0
14	Total Liabilities	\$ 93,347	\$ 89,004
15	Deferred Inflows	\$ 0	\$ 0
16	Total Liabilities and Deferred Inflows	\$ 93,347	\$ 89,004
TAX INCREMENT BALANCE			
17	Total Tax Increment Balance	\$ (92,527)	\$ (89,004)
18	Total Liabilities, Deferred Inflows, and Tax Increment Balance	\$ 820	\$ 0

Milaca - TIF 4-10 Downtown - 2025 Annual Reporting Form

Home	Overview	District Info	Debt	Interfund Loans	PAYG	Project Costs	Transfers	Rev & Exp	Balance Sheet
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Excess Increment Calculation**Excess increment calculation report required?**

If the total costs authorized by the TIF plan to be paid or financed with tax increment from the district exceed the total tax increment collected from the district by 20 percent or more, the excess increment calculation is not required to be reported.

Excess increment calculation reporting exemption: Minn. Stat. § 469.176, subd. 2 (g).

1	Tax increment generated by the district since certification	\$ 701,778
2	Multiply the above amount by 1.2	\$ 842,134
3	Total costs authorized by the TIF plan to be paid or financed with tax increment	\$ 1,919,369
4	Based on the calculation above, the Excess Increment Calculation Report is:	NOT REQUIRED

Excess Increment Calculation Report

5	Total tax increment generated by the district since certification	\$ 701,778
6	Subtract total tax increment returned to the county	\$ 0
7	Subtotal A	\$ 701,778
8	Total costs authorized by the TIF plan to be paid or financed with tax increment	\$ 1,919,369
9	Subtract authorized costs that have been or will be paid from sources other than tax increment	
10	Subtract principal and interest payments due after the year ended December 31, 2025	
11	Add transfers of increment made prior to December 31, 2025, used to pay for Minn. Stat. § 469.1763 deficits	
12	Subtotal B	\$ 1,919,369
13	Excess increment (Subtract subtotal B from subtotal A)	\$ (1,217,591)
Subtract any of the authorized uses of excess increment listed below:		
14	Prepayment of any outstanding bonds	
15	Discharge of the pledge of tax increment for any outstanding bonds	
16	Payment into an escrow account dedicated to the payment of any outstanding bond	
17	Excess increment after subtractions of authorized uses*	\$ (1,217,591)

*Excess increments after subtractions must be returned to the county for distribution to the city, county, and school districts in which the TIF district is located within nine months after the end of the year (by September 30).

Milaca - TIF 4-10 Downtown - 2025 Annual Reporting Form

Home	Overview	District Info	Debt	Interfund Loans	PAYG	Project Costs	Transfers	Rev & Expr	B
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2025 Annual Disclosure Statement

1	Name of Development Authority:	Milaca
2	Name of Municipality:	Milaca
3	Union Times (Name of the Newspaper)	7/9/2026 (Date of Publication)

The following information represents the annual disclosure of tax increment districts for the year ended December 31, 2025.

		TIF 4-10 Downtown
4	Current net tax capacity	\$ 64,056
5	Original net tax capacity	\$ 20,088
6	Captured net tax capacity	\$ 43,968
7	Principal and interest payments due in 2026	\$ 55,177
8	Tax increment received in 2025	\$ 56,196
9	Tax increment expended in 2025	\$ 52,673
10	Month and year of first tax increment receipt	6/2011
11	Date of required decertification	12/31/2036
12	The total increased property taxes to be paid from outside the district if fiscal disparities Option A applies*	\$ 0

* The fiscal disparities property tax law provides that the growth in commercial-industrial property tax values is shared throughout the area. In a tax increment financing district, this value sharing can either result in a decrease in tax increment financing district revenue or a tax increase for other properties in the municipality depending on whether the tax increment financing district contributes its share of the growth. Amounts displayed here indicate that the district did not contribute its growth in commercial-industrial property tax values and represent the resulting increase in taxes on other properties in the City for taxes payable in 2025.

Additional information regarding this district may be obtained from:

13	Name:	Tammy Pfaff	
14	Address:	255 1st Street East	
15	City:	Milaca	
16	State:	MN	
17	Zip Code:	56353	
18	Phone:	3209833141	Enter as 6512962551
19	Email:	none	

Enter 'none' if no email address.

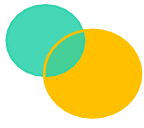
Milaca - TIF 4-10 Downtown - 2025 Annual Reporting Form

Home	Overview	District Info	Debt	Interfund Loans	PAYG	Project Costs	Transfers	Rev & Exp	Bal
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Comments

Please enter any additional comments regarding this district (500 character limit on Comments):

1



DDA

David Drown Associates, Inc.
Public Finance Advisors

Minneapolis Office:
5029 Upton Avenue South
Minneapolis, MN 55410-2244
(612)920-3320 xtn 107 | fax (612) 605-2375
www.daviddrown.com

July 1, 2026

Mille Lacs County Board
635 2nd Street SE
Milaca, MN 56353

RE: City of Milaca
2025 TIF Reports

Dear County Board Members:

Enclosed please find a completed copy of Milaca's Annual Disclosure Report as it pertains to their 2025 TIF Reports. Please direct any questions or concerns to this office.

On behalf of the City,

Sonya Bubany
David Drown Associates, Inc.
sonya@daviddrown.com

City of Milaca, Minnesota

Annual Disclosure of Tax Increment Districts for the Year Ended December 31, 2025

TIF District Name/Number	TIF 2-10	TIF 4-10
Current net tax capacity	364	64,056
Original net tax capacity	363	20,088
Captured net tax capacity	1	43,968
Principal and interest payments due in 2026	0	55,177
Tax increment received in 2025	1	56,196
Tax increment expended in 2025	0	52,673
Month and year of first tax increment receipt	June, 2025	June, 2011
Date of required decertification	December 31, 2050	December 31, 2036
Increased property tax imposed on other properties as a result of fiscal disparities contribution	0	0

Additional information regarding each district may be obtained from:

Tammy Pfaff
City of Milaca
255 1st Street East
Milaca, MN 56353
Phone: 320-983-3141
tpfaff@milacacity.com

Requested Meeting Date: July 21, 2026
(Board meets the 1st and 3rd Tuesday of each month)

Title of Item for Consideration: Review of CVS Warrants	
Agenda Type Consent	Estimate Time Needed: minutes Informational
Submitted by: Sue Koosman	Department: Community & Veterans Services
Who will attend the meeting and be able to respond to questions? Give name and title:	
Char Kohlgraf, CVS Director (if necessary)	
Summary of Issue (include previous Board or Committee actions and/or minutes, as well as applicable dates):	
The County Board has authorized the County Administrator to approve claims for payment according to the guidelines adopted by the Board. Claims paid in such a manner are summarized and presented to the Board for review.	
Alternatives/Options/Comments:	
CVS warrants were approved and paid for the period of June 10, 2026 through July 8, 2026.	
Recommended Action/Motion:	
N/A	
Financial Impact:	
Yes	
Financial Expense:	
\$453,703.79	
Are Funds Available?	
N/A	
Additional Information Attached:	
Approved Audit Lists	
Has Contract Been Approved by the County Attorney?	
N/A	

ACCOUNTS PAYABLE CHECK RUN REPORT

DATE: 06/10/2026
CHECK RUN: CW060826
AMOUNT: 2,186.80



I hereby approve the following claims for payment pursuant to the authorization provided to me by the Mille Lacs County Board of Commissioners under Minnesota Statutes Section 375.18, Subdivision 1b, and Resolution 02-15-22-05.

County Administrator

Pursuant to Minnesota Statutes Section 375.18, Subdivision 1b, these claims for payment have been presented to the Mille Lacs County Board of Commissioners for informational purposes at the regularly scheduled meeting after payment of the claim.

County Board Chair

Mille Lacs County, MN

ACCOUNTS PAYABLE CHECK RUN REPORT

DATE: 06/17/2026

CHECK RUN: CW061526

AMOUNT: 8,859.19



I hereby approve the following claims for payment pursuant to the authorization provided to me by the Mille Lacs County Board of Commissioners under Minnesota Statutes Section 375.18, Subdivision 1b, and Resolution 02-15-22-05.

County Administrator

Pursuant to Minnesota Statutes Section 375.18, Subdivision 1b, these claims for payment have been presented to the Mille Lacs County Board of Commissioners for informational purposes at the regularly scheduled meeting after payment of the claim.

County Board Chair

ACCOUNTS PAYABLE CHECK RUN REPORT

DATE: 06/24/2026
CHECK RUN: CW062226
AMOUNT: 17,170.10

I hereby approve the following claims for payment pursuant to the authorization provided to me by the Mille Lacs County Board of Commissioners under Minnesota Statutes Section 375.18, Subdivision 1b, and Resolution 02-15-22-05.

County Administrator

Pursuant to Minnesota Statutes Section 375.18, Subdivision 1b, these claims for payment have been presented to the Mille Lacs County Board of Commissioners for informational purposes at the regularly scheduled meeting after payment of the claim.

County Board Chair

Mille Lacs County, MN

ACCOUNTS PAYABLE CHECK RUN REPORT

DATE: 07/01/2026
CHECK RUN: CW062926
AMOUNT: 20,277.97

18

I hereby approve the following claims for payment pursuant to the authorization provided to me by the Mille Lacs County Board of Commissioners under Minnesota Statutes Section 375.18, Subdivision 1b, and Resolution 02-15-22-05.

County Administrator

Pursuant to Minnesota Statutes Section 375.18, Subdivision 1b, these claims for payment have been presented to the Mille Lacs County Board of Commissioners for informational purposes at the regularly scheduled meeting after payment of the claim.

County Board Chair

Mille Lacs County, MN

ACCOUNTS PAYABLE CHECK RUN REPORT

DATE: 07/08/2026

CHECK RUN: CW070626

AMOUNT: 2,667.00



I hereby approve the following claims for payment pursuant to the authorization provided to me by the Mille Lacs County Board of Commissioners under Minnesota Statutes Section 375.18, Subdivision 1b, and Resolution 02-15-22-05.

County Administrator

Pursuant to Minnesota Statutes Section 375.18, Subdivision 1b, these claims for payment have been presented to the Mille Lacs County Board of Commissioners for informational purposes at the regularly scheduled meeting after payment of the claim.

County Board Chair

ACCOUNTS PAYABLE CHECK RUN REPORT

DATE: 06/10/2026
CHECK RUN: CE060826
AMOUNT: 5,759.10 

I hereby approve the following claims for payment pursuant to the authorization provided to me by the Mille Lacs County Board of Commissioners under Minnesota Statutes Section 375.18, Subdivision 1b, and Resolution 02-15-22-05.

County Administrator

Pursuant to Minnesota Statutes Section 375.18, Subdivision 1b, these claims for payment have been presented to the Mille Lacs County Board of Commissioners for informational purposes at the regularly scheduled meeting after payment of the claim.

County Board Chair

Mille Lacs County, MN

ACCOUNTS PAYABLE CHECK RUN REPORT

DATE: 06/17/2026
CHECK RUN: CE061526
AMOUNT: 8,456.19

I hereby approve the following claims for payment pursuant to the authorization provided to me by the Mille Lacs County Board of Commissioners under Minnesota Statutes Section 375.18, Subdivision 1b, and Resolution 02-15-22-05.

County Administrator

Pursuant to Minnesota Statutes Section 375.18, Subdivision 1b, these claims for payment have been presented to the Mille Lacs County Board of Commissioners for informational purposes at the regularly scheduled meeting after payment of the claim.

County Board Chair



ACCOUNTS PAYABLE CHECK RUN REPORT

DATE: 06/24/2026
CHECK RUN: CE062226
AMOUNT: 1,951.74

I hereby approve the following claims for payment pursuant to the authorization provided to me by the Mille Lacs County Board of Commissioners under Minnesota Statutes Section 375.18, Subdivision 1b, and Resolution 02-15-22-05.

County Administrator

Pursuant to Minnesota Statutes Section 375.18, Subdivision 1b, these claims for payment have been presented to the Mille Lacs County Board of Commissioners for informational purposes at the regularly scheduled meeting after payment of the claim.

County Board Chair



Mille Lacs County, MN

ACCOUNTS PAYABLE CHECK RUN REPORT

DATE: 07/01/2026
CHECK RUN: CE062926
AMOUNT: 3,705.53

I hereby approve the following claims for payment pursuant to the authorization provided to me by the Mille Lacs County Board of Commissioners under Minnesota Statutes Section 375.18, Subdivision 1b, and Resolution 02-15-22-05.

County Administrator

Pursuant to Minnesota Statutes Section 375.18, Subdivision 1b, these claims for payment have been presented to the Mille Lacs County Board of Commissioners for informational purposes at the regularly scheduled meeting after payment of the claim.

County Board Chair

Mille Lacs County, MN

ACCOUNTS PAYABLE CHECK RUN REPORT

DATE: 07/08/2026
CHECK RUN: CE070626
AMOUNT: 3,008.03



I hereby approve the following claims for payment pursuant to the authorization provided to me by the Mille Lacs County Board of Commissioners under Minnesota Statutes Section 375.18, Subdivision 1b, and Resolution 02-15-22-05.

County Administrator

Pursuant to Minnesota Statutes Section 375.18, Subdivision 1b, these claims for payment have been presented to the Mille Lacs County Board of Commissioners for informational purposes at the regularly scheduled meeting after payment of the claim.

County Board Chair



ACCOUNTS PAYABLE CHECK RUN REPORT

DATE: 06/10/2026
CHECK RUN: CS060926
AMOUNT: 3,215.00

I hereby approve the following claims for payment pursuant to the authorization provided to me by the Mille Lacs County Board of Commissioners under Minnesota Statutes Section 375.18, Subdivision 1b, and Resolution 02-15-22-05.

County Administrator

Pursuant to Minnesota Statutes Section 375.18, Subdivision 1b, these claims for payment have been presented to the Mille Lacs County Board of Commissioners for informational purposes at the regularly scheduled meeting after payment of the claim.

County Board Chair

ACCOUNTS PAYABLE CHECK RUN REPORT

DATE: 06/10/2026
CHECK RUN: CS061026
AMOUNT: 110.00

I hereby approve the following claims for payment pursuant to the authorization provided to me by the Mille Lacs County Board of Commissioners under Minnesota Statutes Section 375.18, Subdivision 1b, and Resolution 02-15-22-05.

County Administrator

Pursuant to Minnesota Statutes Section 375.18, Subdivision 1b, these claims for payment have been presented to the Mille Lacs County Board of Commissioners for informational purposes at the regularly scheduled meeting after payment of the claim.

County Board Chair



Mille Lacs County, MN

ACCOUNTS PAYABLE CHECK RUN REPORT

DATE: 06/17/2026
CHECK RUN: CS061626
AMOUNT: 210.00 

I hereby approve the following claims for payment pursuant to the authorization provided to me by the Mille Lacs County Board of Commissioners under Minnesota Statutes Section 375.18, Subdivision 1b, and Resolution 02-15-22-05.

County Administrator

Pursuant to Minnesota Statutes Section 375.18, Subdivision 1b, these claims for payment have been presented to the Mille Lacs County Board of Commissioners for informational purposes at the regularly scheduled meeting after payment of the claim.

County Board Chair

Mille Lacs County, MN

ACCOUNTS PAYABLE CHECK RUN REPORT

DATE: 06/17/2026
CHECK RUN: CS061726
AMOUNT: 250.00



I hereby approve the following claims for payment pursuant to the authorization provided to me by the Mille Lacs County Board of Commissioners under Minnesota Statutes Section 375.18, Subdivision 1b, and Resolution 02-15-22-05.

County Administrator

Pursuant to Minnesota Statutes Section 375.18, Subdivision 1b, these claims for payment have been presented to the Mille Lacs County Board of Commissioners for informational purposes at the regularly scheduled meeting after payment of the claim.

County Board Chair

ACCOUNTS PAYABLE CHECK RUN REPORT

DATE: 06/24/2026
CHECK RUN: CS062326
AMOUNT: 614.00

I hereby approve the following claims for payment pursuant to the authorization provided to me by the Mille Lacs County Board of Commissioners under Minnesota Statutes Section 375.18, Subdivision 1b, and Resolution 02-15-22-05.

County Administrator

Pursuant to Minnesota Statutes Section 375.18, Subdivision 1b, these claims for payment have been presented to the Mille Lacs County Board of Commissioners for informational purposes at the regularly scheduled meeting after payment of the claim.

County Board Chair





ACCOUNTS PAYABLE CHECK RUN REPORT

DATE: 06/29/2026
CHECK RUN: CS062526
AMOUNT: 440.00

I hereby approve the following claims for payment pursuant to the authorization provided to me by the Mille Lacs County Board of Commissioners under Minnesota Statutes Section 375.18, Subdivision 1b, and Resolution 02-15-22-05.

County Administrator

Pursuant to Minnesota Statutes Section 375.18, Subdivision 1b, these claims for payment have been presented to the Mille Lacs County Board of Commissioners for informational purposes at the regularly scheduled meeting after payment of the claim.

County Board Chair

ACCOUNTS PAYABLE CHECK RUN REPORT

DATE: 07/08/2026
CHECK RUN: CS070726
AMOUNT: 339.40



I hereby approve the following claims for payment pursuant to the authorization provided to me by the Mille Lacs County Board of Commissioners under Minnesota Statutes Section 375.18, Subdivision 1b, and Resolution 02-15-22-05.

County Administrator

Pursuant to Minnesota Statutes Section 375.18, Subdivision 1b, these claims for payment have been presented to the Mille Lacs County Board of Commissioners for informational purposes at the regularly scheduled meeting after payment of the claim.

County Board Chair

Mille Lacs County, MN

ACCOUNTS PAYABLE CHECK RUN REPORT

DATE: 07/08/2026
CHECK RUN: CS070826
AMOUNT: 200.00

AP

I hereby approve the following claims for payment pursuant to the authorization provided to me by the Mille Lacs County Board of Commissioners under Minnesota Statutes Section 375.18, Subdivision 1b, and Resolution 02-15-22-05.

County Administrator

Pursuant to Minnesota Statutes Section 375.18, Subdivision 1b, these claims for payment have been presented to the Mille Lacs County Board of Commissioners for informational purposes at the regularly scheduled meeting after payment of the claim.

County Board Chair

ACCOUNTS PAYABLE CHECK RUN REPORT

DATE: 06/17/2026
CHECK RUN: OP061526
AMOUNT: 24,542.97 

I hereby approve the following claims for payment pursuant to the authorization provided to me by the Mille Lacs County Board of Commissioners under Minnesota Statutes Section 375.18, Subdivision 1b, and Resolution 02-15-22-05.

County Administrator

Pursuant to Minnesota Statutes Section 375.18, Subdivision 1b, these claims for payment have been presented to the Mille Lacs County Board of Commissioners for informational purposes at the regularly scheduled meeting after payment of the claim.

County Board Chair

ACCOUNTS PAYABLE CHECK RUN REPORT

DATE: 06/24/2026
CHECK RUN: OP062226
AMOUNT: 578,111

I hereby approve the following claims for payment pursuant to the authorization provided to me by the Mille Lacs County Board of Commissioners under Minnesota Statutes Section 375.18, Subdivision 1b, and Resolution 02-15-22-05.

County Administrator

Pursuant to Minnesota Statutes Section 375.18, Subdivision 1b, these claims for payment have been presented to the Mille Lacs County Board of Commissioners for informational purposes at the regularly scheduled meeting after payment of the claim.

County Board Chair



Mille Lacs County, MN

ACCOUNTS PAYABLE CHECK RUN REPORT

DATE: 07/08/2026
CHECK RUN: OP070626
AMOUNT: 40,683.85

[Handwritten signature]

I hereby approve the following claims for payment pursuant to the authorization provided to me by the Mille Lacs County Board of Commissioners under Minnesota Statutes Section 375.18, Subdivision 1b, and Resolution 02-15-22-05.

County Administrator

Pursuant to Minnesota Statutes Section 375.18, Subdivision 1b, these claims for payment have been presented to the Mille Lacs County Board of Commissioners for informational purposes at the regularly scheduled meeting after payment of the claim.

County Board Chair



ACCOUNTS PAYABLE CHECK RUN REPORT

DATE: 06/10/2026
CHECK RUN: S1061026
AMOUNT: 58,386.26 

I hereby approve the following claims for payment pursuant to the authorization provided to me by the Mille Lacs County Board of Commissioners under Minnesota Statutes Section 375.18, Subdivision 1b, and Resolution 02-15-22-05.

County Administrator

Pursuant to Minnesota Statutes Section 375.18, Subdivision 1b, these claims for payment have been presented to the Mille Lacs County Board of Commissioners for informational purposes at the regularly scheduled meeting after payment of the claim.

County Board Chair

Mille Lacs County, MN

ACCOUNTS PAYABLE CHECK RUN REPORT

DATE: 06/17/2026
CHECK RUN: S1061726
AMOUNT: 100,059.27



I hereby approve the following claims for payment pursuant to the authorization provided to me by the Mille Lacs County Board of Commissioners under Minnesota Statutes Section 375.18, Subdivision 1b, and Resolution 02-15-22-05.

County Administrator

Pursuant to Minnesota Statutes Section 375.18, Subdivision 1b, these claims for payment have been presented to the Mille Lacs County Board of Commissioners for informational purposes at the regularly scheduled meeting after payment of the claim.

County Board Chair



ACCOUNTS PAYABLE CHECK RUN REPORT

DATE: 06/24/2026
CHECK RUN: S1062426
AMOUNT: 56,430.12

I hereby approve the following claims for payment pursuant to the authorization provided to me by the Mille Lacs County Board of Commissioners under Minnesota Statutes Section 375.18, Subdivision 1b, and Resolution 02-15-22-05.

County Administrator

Pursuant to Minnesota Statutes Section 375.18, Subdivision 1b, these claims for payment have been presented to the Mille Lacs County Board of Commissioners for informational purposes at the regularly scheduled meeting after payment of the claim.

County Board Chair

ACCOUNTS PAYABLE CHECK RUN REPORT

DATE: 07/01/2026
CHECK RUN: SI070126
AMOUNT: 13,569.82



I hereby approve the following claims for payment pursuant to the authorization provided to me by the Mille Lacs County Board of Commissioners under Minnesota Statutes Section 375.18, Subdivision 1b, and Resolution 02-15-22-05.

County Administrator

Pursuant to Minnesota Statutes Section 375.18, Subdivision 1b, these claims for payment have been presented to the Mille Lacs County Board of Commissioners for informational purposes at the regularly scheduled meeting after payment of the claim.

County Board Chair

Mille Lacs County, MN

ACCOUNTS PAYABLE CHECK RUN REPORT

DATE: 07/08/2026
CHECK RUN: S1070826
AMOUNT: 80,033.34

W

I hereby approve the following claims for payment pursuant to the authorization provided to me by the Mille Lacs County Board of Commissioners under Minnesota Statutes Section 375.18, Subdivision 1b, and Resolution 02-15-22-05.

County Administrator

Pursuant to Minnesota Statutes Section 375.18, Subdivision 1b, these claims for payment have been presented to the Mille Lacs County Board of Commissioners for informational purposes at the regularly scheduled meeting after payment of the claim.

County Board Chair

Requested Meeting Date: July 21, 2026
(Board meets the 1st and 3rd Tuesday of each month)

Title of Item for Consideration: Review of Administrator Warrants	
Agenda Type Consent	Estimate Time Needed: 1 minutes Informational
Submitted by: Jessica Peterson	Department: Administrative Services Office
Who will attend the meeting and be able to respond to questions? Give name and title:	
Doug Hansen, 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 Administrator to approve claims for payment according to the guidelines adopted by the Board. Claims paid in such a manner are summarized and presented to the Board for review.	
Alternatives/Options/Comments:	
Administrator Warrants were approved and paid for the period from July 1, 2026 to July 15, 2026	
Recommended Action/Motion:	
N/A	
Financial Impact:	
No	
Financial Expense:	
\$543,799.03	
Are Funds Available?	
N/A	
Additional Information Attached:	
Signed audit lists.	
Has Contract Been Approved by the County Attorney?	
N/A	

ACCOUNTS PAYABLE CHECK RUN REPORT

DATE: 07/01/2026
CHECK RUN: AW070126
AMOUNT: 210,767.81

I hereby approve the following claims for payment pursuant to the authorization provided to me by the Mille Lacs County Board of Commissioners under Minnesota Statutes Section 375.18, Subdivision 1b, and Resolution 02-15-22-05.

County Administrator

Pursuant to Minnesota Statutes Section 375.18, Subdivision 1b, these claims for payment have been presented to the Mille Lacs County Board of Commissioners for informational purposes at the regularly scheduled meeting after payment of the claim.

County Board Chair

Mille Lacs County, MN



ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CHECK RUN: AW070126 07/01/2026

DUE DATE: 07/01/2026

CASH ACCOUNT: 00-000-000-0000-1001-			A/P Cash						
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
2355	Anoka Non-Secure Prog	0000		INV	07/01/2026	CINV26-011164			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 01-255-000-0000-6269-				DET-REHAB	400.00			
	2 01-255-000-0000-6269-				DET-REHAB	800.00			
	3 01-255-000-0000-6269-				DET-REHAB	4,000.00			
							5,200.00		
2355	Anoka Non-Secure Prog	0000		INV	07/01/2026	CINV26-011178			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 01-255-000-0000-6269-				DET-REHAB	2,400.00			
	2 01-255-000-0000-6269-				DET-REHAB	2,800.00			
							5,200.00		
						CHECK TOTAL	10,400.00		
14003	Auto Value - Milaca	0000		INV	07/03/2026	1301870 June 2026			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 10-340-000-0000-6415-				SHOP SUP	167.88			
	2 10-340-000-0000-6575-				PARTS	123.96			
	3 10-340-000-0000-6575-				PARTS	23.98			
	4 10-340-000-0000-6575-				PARTS	125.89			
							441.71		
						CHECK TOTAL	441.71		
3302	Centerpoint Energy Mi	0000		INV	07/01/2026	20260615_CPE (1)			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 10-340-000-0000-6417-				NAT GAS	963.23			
							963.23		
3302	Centerpoint Energy Mi	0000		INV	07/01/2026	20260615_CPE (2)			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 10-340-000-0000-6417-				NAT GAS	792.72			
							792.72		
3302	Centerpoint Energy Mi	0000		INV	07/01/2026	20260615_CPE (3)			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 10-340-000-0000-6417-				NAT GAS	135.00			
							135.00		
						CHECK TOTAL	1,890.95		

Mille Lacs County, MN



ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CHECK RUN: AW070126 07/01/2026

DUE DATE: 07/01/2026

CASH ACCOUNT: 00-000-000-0000-1001-						A/P Cash			
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
1631 Clayton's Appliance R	0000		INV	07/01/2026	69644-vents				
ACCOUNT DETAIL						LINE AMOUNT			
1 01-251-000-0000-6301-				REP BLD/EQ		460.00			
						CHECK TOTAL			
									460.00
77103 Clifton Larson Allen	0000		INV	07/01/2026	L261394900				
ACCOUNT DETAIL						LINE AMOUNT			
1 01-811-000-0000-6804-				CONTINGENC		3,622.50			
						CHECK TOTAL			
									3,622.50
1106 Dacotah Paper Co	0000		INV	07/01/2026	75107				
ACCOUNT DETAIL						LINE AMOUNT			
1 01-110-000-0000-6402-				OFFICE SUP		63.82			
2 01-110-000-0000-6402-				OFFICE SUP		270.52			
3 01-110-000-0000-6402-				OFFICE SUP		278.88			
									613.22
1106 Dacotah Paper Co	0000		INV	07/01/2026	78408				
ACCOUNT DETAIL						LINE AMOUNT			
1 01-110-000-0000-6402-				OFFICE SUP		82.81			
2 01-110-000-0000-6402-				OFFICE SUP		152.40			
3 01-110-000-0000-6402-				OFFICE SUP		71.78			
									306.99
						CHECK TOTAL			
									920.21
18771 East Central Regional	0000		INV	07/01/2026	CINV26-011193				
ACCOUNT DETAIL						LINE AMOUNT			
1 01-255-000-0000-6269-				DET-REHAB		225.00			
2 01-255-000-0000-6269-				DET-REHAB		119.25			
3 01-255-000-0000-6269-				DET-REHAB		51.75			
4 01-255-000-0000-6269-				DET-REHAB		100.00			
5 01-255-000-0000-6269-				DET-REHAB		60.75			
6 01-255-000-0000-6269-				DET-REHAB		137.19			
									693.94
						CHECK TOTAL			
									693.94

Mille Lacs County, MN



ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CHECK RUN: AW070126 07/01/2026
DUE DATE: 07/01/2026

CASH ACCOUNT: 00-000-000-0000-1001-						A/P Cash			
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
77976	FIRE PROTECTION EQUIP	0000		INV	07/01/2026	28007			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 01-251-000-0000-6301-				REP BLD/EQ	1,650.00			
							1,650.00		
						CHECK TOTAL	1,650.00		
78543	FIRST INDEPENDENT BAN	0000		INV	07/01/2026	6/25/2026			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 35-652-001-0000-6702-				DS INTERES	4,247.10			
							4,247.10		
78543	FIRST INDEPENDENT BAN	0000		INV	07/01/2026	07/01/2026			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 35-867-000-0000-6702-				DS INTERES	8,906.75			
							8,906.75		
						CHECK TOTAL	13,153.85		
76279	MIDWEST WASH SYSTEMS	0000		INV	07/01/2026	29541			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 01-110-000-0000-6301-				REP BLD/EQ	372.88			
							372.88		
						CHECK TOTAL	372.88		
10046	Jims Mille Lacs Dispo	0000		INV	07/01/2026	20260701_Jims (1)			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 01-110-000-0000-6251-				UTIL SERV	533.52			
							533.52		
10046	Jims Mille Lacs Dispo	0000		INV	07/01/2026	20260701_Jims (3)			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 01-110-000-0000-6251-				UTIL SERV	100.00			
							100.00		
10046	Jims Mille Lacs Dispo	0000		INV	07/01/2026	20260701_Jims (4)			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 01-110-000-0000-6251-				UTIL SERV	61.50			
							61.50		
						CHECK TOTAL	695.02		

Mille Lacs County, MN



ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CHECK RUN: AW070126 07/01/2026

DUE DATE: 07/01/2026

CASH ACCOUNT: 00-000-000-0000-1001-				A/P Cash					
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
759	Locators & Supplies I	0000		INV	07/03/2026	0327676-IN			
	ACCOUNT DETAIL					LINE AMOUNT			
	1	10-320-000-0000-6505-			DST SPU EQ		692.55		
	2	10-330-000-0000-6527-			MISC SUP		89.98		
							782.53		
759	Locators & Supplies I	0000		INV	07/03/2026	0327594-IN			
	ACCOUNT DETAIL					LINE AMOUNT			
	1	10-330-000-0000-6527-			MISC SUP		245.34		
							245.34		
						CHECK TOTAL	1,027.87		
2225	Metropolitan Life Ins	0000		INV	07/01/2026	6/29/2026			
	ACCOUNT DETAIL					LINE AMOUNT			
	1	77-911-000-0000-6805-			77-9116805		93.68		
	2	77-911-000-0000-6805-			77-9116805		401.50		
	3	77-911-000-0000-6805-			77-9116805		409.44		
	4	77-911-000-0000-6805-			77-9116805		252.58		
	5	77-912-000-0000-6805-			77-9126805		11,875.73		
							13,032.93		
						CHECK TOTAL	13,032.93		
2142	Midcontinent Communic	0001		INV	07/01/2026	38486780115559			
	ACCOUNT DETAIL					LINE AMOUNT			
	1	01-110-000-0000-6251-			UTIL SERV		135.65		
							135.65		
						CHECK TOTAL	135.65		
142	Milaca Area Historica	0000		INV	07/01/2026	06/30/2026			
	ACCOUNT DETAIL					LINE AMOUNT			
	1	01-811-000-0000-6814-			HIST SOC		3,000.00		
							3,000.00		
						CHECK TOTAL	3,000.00		
13028	Milaca City Public Wo	0000		INV	07/01/2026	20260630_Milaca (1)			
	ACCOUNT DETAIL					LINE AMOUNT			
	1	01-110-000-0000-6251-			UTIL SERV		44.03		
							44.03		

Mille Lacs County, MN



ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CHECK RUN: AW070126 07/01/2026
DUE DATE: 07/01/2026

CASH ACCOUNT: 00-000-000-0000-1001-						A/P Cash			
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
13028	Milaca City Public Wo	0000		INV	07/01/2026	20260630_Milaca (2)			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 01-110-000-0000-6251-				UTIL SERV	44.03			
							44.03		
13028	Milaca City Public Wo	0000		INV	07/01/2026	20260630_Milaca (3)			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 01-110-000-0000-6251-				UTIL SERV	1,432.67			
							1,432.67		
13028	Milaca City Public Wo	0000		INV	07/01/2026	20260630_Milaca (4)			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 01-110-000-0000-6251-				UTIL SERV	191.31			
							191.31		
13028	Milaca City Public Wo	0000		INV	07/01/2026	20260630_Milaca (5)			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 01-110-000-0000-6251-				UTIL SERV	264.96			
							264.96		
13028	Milaca City Public Wo	0000		INV	07/01/2026	20260630_Milaca (6)			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 01-110-000-0000-6251-				UTIL SERV	71.65			
							71.65		
						CHECK TOTAL	2,048.65		
13058	Mille Lacs Cty Ag Soc	0000		INV	07/01/2026	06/30/2026			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 01-601-000-0000-6803-				MISC EXP	9,250.00			
							9,250.00		
						CHECK TOTAL	9,250.00		
13214	Mille Lacs Cty Histor	0000		INV	07/01/2026	06/30/2026			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 01-811-000-0000-6814-				HIST SOC	3,000.00			
							3,000.00		
						CHECK TOTAL	3,000.00		
141	Mille Lacs Lake Histo	0000		INV	07/01/2026	06/30/2026			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 01-811-000-0000-6814-				HIST SOC	3,000.00			
							3,000.00		

Report generated: 07/01/2026 12:11:23
User: Jessica.Peterson (Jessica.Peterson)
Program ID: apwarnt

Mille Lacs County, MN



ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CHECK RUN: AW070126 07/01/2026

DUE DATE: 07/01/2026

CASH ACCOUNT: 00-000-000-0000-1001-						A/P Cash			
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
						CHECK TOTAL	3,000.00		
13052	Mille Lacs Soil & Wat	0000		INV	07/01/2026	07/01/26			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 01-609-000-0000-6875-				AN CTY CON	45,473.00			
							45,473.00		
						CHECK TOTAL	45,473.00		
76634	MILLS AFTERMARKET ACC	0000		INV	07/03/2026	W05676 May 2026			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 10-340-000-0000-6575-				PARTS	784.00			
	2 10-340-000-0000-6575-				PARTS	784.00			
							1,568.00		
						CHECK TOTAL	1,568.00		
75691	Minnesota Computer Sy	0000		INV	07/03/2026	453406			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 01-035-000-0000-6301-				REP BLD/EQ	114.38			
							114.38		
75691	Minnesota Computer Sy	0000		INV	07/03/2026	453407			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 01-107-000-0000-6301-				REP BLD/EQ	487.01			
							487.01		
75691	Minnesota Computer Sy	0000		INV	07/03/2026	453611			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 01-063-000-0000-6301-				REP BLD/EQ	73.15			
							73.15		
						CHECK TOTAL	674.54		
13002	Mn Dept Of Health	0000		INV	01/31/2026	012026WELL			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 75-887-000-0000-6805-				75-8876805	46.50			
							46.50		
						CHECK TOTAL	46.50		

Mille Lacs County, MN



ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CHECK RUN: AW070126 07/01/2026

DUE DATE: 07/01/2026

CASH ACCOUNT: 00-000-000-0000-1001-						A/P Cash			
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
13013 Mn State Treasurer -	0000		INV	01/31/2026	012026MNTreasury				
ACCOUNT DETAIL						LINE AMOUNT			
1 75-886-000-0000-6805-				75-8866805		3,091.00			
2 75-885-000-0000-6805-				75-8856805		4,231.50			
3 75-891-000-0000-6805-				75-8916805		36.00			
						7,358.50			
					CHECK TOTAL	7,358.50			
1771 Gilbertson/Harlan	0000		INV	07/01/2026	6/9/26				
ACCOUNT DETAIL						LINE AMOUNT			
1 01-015-000-0000-6261-				PROF FEES		2,800.00			
						2,800.00			
					CHECK TOTAL	2,800.00			
14163 Northland Fire Protec	0000		INV	07/01/2026	68812				
ACCOUNT DETAIL						LINE AMOUNT			
1 01-251-000-0000-6301-				REP BLD/EQ		415.50			
						415.50			
					CHECK TOTAL	415.50			
50470 ODP Business Solution	0000		INV	07/03/2026	472118636001				
ACCOUNT DETAIL						LINE AMOUNT			
1 01-107-000-0000-6402-				OFFICE SUP		72.53			
						72.53			
50470 ODP Business Solution	0000		INV	07/03/2026	472168365001				
ACCOUNT DETAIL						LINE AMOUNT			
1 01-107-000-0000-6402-				OFFICE SUP		24.28			
						24.28			
					CHECK TOTAL	96.81			
76059 Office of MN IT Servi	0000		INV	07/03/2026	26050563				
ACCOUNT DETAIL						LINE AMOUNT			
1 01-063-000-0000-6480-				SBITA		840.01			
						840.01			
76059 Office of MN IT Servi	0000		INV	07/03/2026	DV26050384				
ACCOUNT DETAIL						LINE AMOUNT			
1 01-060-000-0000-6205-				M-NET HOOK		1,338.65			
						1,338.65			

Report generated: 07/01/2026 12:11:23
 User: Jessica.Peterson (Jessica.Peterson)
 Program ID: apwarnt

Mille Lacs County, MN



ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CHECK RUN: AW070126 07/01/2026

DUE DATE: 07/01/2026

CASH ACCOUNT: 00-000-000-0000-1001-						A/P Cash			
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
					CHECK TOTAL	2,178.66			
999999 Mang Lee	0000		INV	07/03/2026	Lee DW Deposit Ref				
					ACCOUNT DETAIL				
					LINE AMOUNT				
					1 10-330-000-0000-6835-	200.00			
					REIMB COL	200.00			
					CHECK TOTAL	200.00			
2859 Shi International Cor	0000		INV	07/03/2026	B21281470				
					ACCOUNT DETAIL				
					LINE AMOUNT				
					1 01-063-000-0000-6603-	11,073.51			
					EQUIP/FURN	11,073.51			
					CHECK TOTAL	11,073.51			
19989 Stearns Cty Environme	0000		INV	07/03/2026	1309				
					ACCOUNT DETAIL				
					LINE AMOUNT				
					1 01-393-000-0000-6812-	12,423.78			
					HHW EXP	12,423.78			
					CHECK TOTAL	12,423.78			
75632 TRUENORTH STEEL INC	0000		INV	07/03/2026	BL0000019943				
					ACCOUNT DETAIL				
					LINE AMOUNT				
					1 10-330-000-0000-6514-	447.00			
					CMP CULVER	447.00			
					CHECK TOTAL	447.00			
75632 TRUENORTH STEEL INC	0000		INV	07/03/2026	WF0000002416				
					ACCOUNT DETAIL				
					LINE AMOUNT				
					1 10-330-000-0000-6514-	23,060.00			
					CMP CULVER	23,060.00			
					CHECK TOTAL	23,060.00			
2615 University Of Mn-Rege	0000		INV	07/02/2026	0300039674				
					ACCOUNT DETAIL				
					LINE AMOUNT				
					1 01-603-000-0000-6261-	25,750.00			
					PROF FEES	25,750.00			
					CHECK TOTAL	25,750.00			

Report generated: 07/01/2026 12:11:23
 User: Jessica.Peterson (Jessica.Peterson)
 Program ID: apwarnt

Mille Lacs County, MN



ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CHECK RUN: AW070126 07/01/2026
DUE DATE: 07/01/2026

CASH ACCOUNT: 00-000-000-0000-1001-				A/P Cash					
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
2699	USI Consulting Group,	0000		INV	07/01/2026	90126361			
	ACCOUNT DETAIL					LINE AMOUNT			
	1	01-045-000-0000-6262-			AUDIT SERV	5,500.00			
							5,500.00		
						CHECK TOTAL	5,500.00		
26001	Ziegler Inc	0000		INV	07/01/2026	SI000812847			
	ACCOUNT DETAIL					LINE AMOUNT			
	1	01-110-000-0000-6301-			REP BLD/EQ	2,230.87			
							2,230.87		
						CHECK TOTAL	2,230.87		
1491	Zoro Tools Inc	0000		INV	07/01/2026	INV19359344			
	ACCOUNT DETAIL					LINE AMOUNT			
	1	01-251-000-0000-6301-			REP BLD/EQ	674.98			
							674.98		
						CHECK TOTAL	674.98		
54	INVOICES					210,767.81	210,767.81		
					WARRANT TOTAL				
					CASH ACCOUNT BALANCE		82,927,386.60		

Mille Lacs County, MN



ACCOUNTS PAYABLE CHECK RUN REPORT

Check Run Summary

CHECK RUN: AW070126 07/01/2026
DUE DATE: 07/01/2026

FUND	ACCOUNT	AMOUNT	AVLB BUDGET
01	General Fund 01-015-000-0000-6261- Professional Services	2,800.00	59,738.75
01	General Fund 01-035-000-0000-6301- Repair & Maint-Bldg &	114.38	1,590.41
01	Internal Auditing 01-045-000-0000-6262- Audit And Account Ser	5,500.00	89,861.00
01	General Fund 01-060-000-0000-6205- M-Net Hookup	1,338.65	10,968.10
01	General Fund 01-063-000-0000-6301- Repair & Maint-Bldg &	73.15	4,853.50
01	General Fund 01-063-000-0000-6480- Software - SBITA	840.01	34,183.64
01	General Fund 01-063-000-0000-6603- Equip,Furniture,Fixtu	11,073.51	69,844.17
01	General Fund 01-107-000-0000-6301- Repair & Maint-Bldg &	487.01	4,276.33
01	General Fund 01-107-000-0000-6402- Supplies	96.81	14,690.53
01	General Fund 01-110-000-0000-6251- Utility Services	2,879.32	47,532.97
01	General Fund 01-110-000-0000-6301- Repair & Maint-Bldg &	2,603.75	39,807.16
01	General Fund 01-110-000-0000-6402- Supplies	920.21	13,622.00
01	General Fund 01-251-000-0000-6301- Repair & Maint-Bldg &	3,200.48	41,152.93
01	General Fund 01-255-000-0000-6269- Detention & Rehab Ser	11,093.94	222,006.97
01	General Fund 01-393-000-0000-6812- Hhw Expenses	12,423.78	1,399.62
01	General Fund 01-601-000-0000-6803- Miscellaneous Expense	9,250.00	9,250.00
01	General Fund 01-603-000-0000-6261- Professional Services	25,750.00	59,629.00
01	General Fund 01-609-000-0000-6875- Annual County Contrib	45,473.00	45,473.00
01	General Fund 01-811-000-0000-6804- Contingency-General F	3,622.50	434,446.94
01	General Fund 01-811-000-0000-6814- Historical Society	9,000.00	0.00

FUND TOTAL 148,540.50

CASH ACCOUNT 00-000-000-0000-1001- BALANCE 82,927,386.60

10	Public Works Departme 10-320-000-0000-6505- Draft/Survey/Test Sup	692.55	539.65
10	Public Works Departme 10-330-000-0000-6514- Cmp Culverts	23,507.00	26,971.84
10	Public Works Departme 10-330-000-0000-6527- Misc Supplies (Maint)	335.32	5,722.71
10	Public Works Departme 10-330-000-0000-6835- Driveway & Row Deposi	200.00	400.00
10	Public Works Departme 10-340-000-0000-6415- Shop Supplies	167.88	20,590.68
10	Public Works Departme 10-340-000-0000-6417- Natural Gas	1,890.95	10,517.88
10	Public Works Departme 10-340-000-0000-6575- Parts	1,841.83	78,841.50

FUND TOTAL 28,635.53

CASH ACCOUNT 00-000-000-0000-1001- BALANCE 82,927,386.60

35	County Ditch #2 35-652-001-0000-6702- Debt Service-Interest	4,247.10	-8,721.90
35	Debt Service Fund 35-867-000-0000-6702- Debt Service-Interest	8,906.75	50.00

FUND TOTAL 13,153.85

CASH ACCOUNT 00-000-000-0000-1001- BALANCE 82,927,386.60

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User: Jessica.Peterson (Jessica.Peterson)
Program ID: apwarnt

ACCOUNTS PAYABLE CHECK RUN REPORT

75	State Agency Fund	75-885-000-0000-6805-	Collected For Other A	4,231.50	-20,905.50
75	State Agency Fund	75-886-000-0000-6805-	Collected For Other A	3,091.00	-15,201.00
75	State Agency Fund	75-887-000-0000-6805-	Collected For Other A	46.50	-883.50
75	State Agency Fund	75-891-000-0000-6805-	Collected For Other A	36.00	-196.50
			FUND TOTAL	7,405.00	
CASH ACCOUNT 00-000-000-0000-1001-			BALANCE	82,927,386.60	
77	County Agency Fund	77-911-000-0000-6805-	STD 2021	1,157.20	-11,230.94
77	County Agency Fund	77-912-000-0000-6805-	PFML	11,875.73	-72,341.48
			FUND TOTAL	13,032.93	
CASH ACCOUNT 00-000-000-0000-1001-			BALANCE	82,927,386.60	
WARRANT SUMMARY TOTAL				210,767.81	
GRAND TOTAL				210,767.81	

ACCOUNTS PAYABLE CHECK RUN REPORT

DATE: 07/09/2026
CHECK RUN: AW070926
AMOUNT: 333,031.22

I hereby approve the following claims for payment pursuant to the authorization provided to me by the Mille Lacs County Board of Commissioners under Minnesota Statutes Section 375.18, Subdivision 1b, and Resolution 02-15-22-05.

County Administrator

Pursuant to Minnesota Statutes Section 375.18, Subdivision 1b, these claims for payment have been presented to the Mille Lacs County Board of Commissioners for informational purposes at the regularly scheduled meeting after payment of the claim.

County Board Chair



ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CHECK RUN: AW070926 07/09/2026
DUE DATE: 07/09/2026

CASH ACCOUNT: 00-000-000-0000-1001-				A/P Cash					
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
1270	Amazon Capital Servic	0000		INV	07/09/2026	19GF-4PYY-1MLC			

Mille Lacs County, MN



ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CHECK RUN: AW070926 07/09/2026

DUE DATE: 07/09/2026

CASH ACCOUNT: 00-000-000-0000-1001-					A/P Cash				
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
ACCOUNT DETAIL					LINE	AMOUNT			
1	01-060-000-0000-5830-			MISC REV		-15.85			
2	01-110-000-0000-6402-			OFFICE SUP		17.99			
3	10-310-000-0000-6402-			OFFICE SUP		48.99			
4	10-310-000-0000-6402-			OFFICE SUP		20.69			
5	10-310-000-0000-6402-			OFFICE SUP		19.89			
6	10-320-000-0000-6505-			DST SPU EQ		140.77			
7	10-320-000-0000-6505-			DST SPU EQ		140.77			
8	01-201-000-0000-6402-			OFFICE SUP		17.83			
9	01-201-000-0000-6402-			OFFICE SUP		69.99			
10	01-201-000-0000-6402-			OFFICE SUP		10.59			
11	01-201-000-0000-6402-			OFFICE SUP		20.89			
12	01-201-000-0000-6402-			OFFICE SUP		74.76			
13	01-201-000-0000-6450-			UNIFORMS		55.79			
14	01-201-000-0000-6402-			OFFICE SUP		27.34			
15	01-201-000-0000-6402-			OFFICE SUP		31.94			
16	01-201-000-0000-6402-			OFFICE SUP		11.24			
17	01-201-000-0000-6402-			OFFICE SUP		10.35			
18	01-201-000-0000-6402-			OFFICE SUP		9.61			
19	01-201-000-0000-6402-			OFFICE SUP		17.44			
20	01-201-000-0000-6402-			OFFICE SUP		12.34			
21	01-110-000-0000-6603-			EQUIP/FURN		149.99			
22	01-110-000-0000-6301-			REP BLD/EQ		26.90			
23	01-110-000-0000-6301-			REP BLD/EQ		52.24			
24	01-110-000-0000-6301-			REP BLD/EQ		19.29			
25	01-110-000-0000-6301-			REP BLD/EQ		9.99			
26	01-110-000-0000-6301-			REP BLD/EQ		72.62			
27	01-110-000-0000-6301-			REP BLD/EQ		21.98			
28	01-110-000-0000-6301-			REP BLD/EQ		174.99			
29	01-110-000-0000-6301-			REP BLD/EQ		68.86			
30	01-110-000-0000-6301-			REP BLD/EQ		33.20			
31	01-110-000-0000-6301-			REP BLD/EQ		304.50			
32	01-110-000-0000-6301-			REP BLD/EQ		44.66			
33	01-110-000-0000-6402-			OFFICE SUP		1,369.24			
34	01-110-000-0000-6402-			OFFICE SUP		20.99			
35	01-110-000-0000-6402-			OFFICE SUP		84.99			
36	01-110-000-0000-6402-			OFFICE SUP		59.98			
37	01-110-000-0000-6402-			OFFICE SUP		50.52			
38	01-110-000-0000-6402-			OFFICE SUP		25.46			

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 User: Jessica.Peterson (Jessica.Peterson)
 Program ID: apwarnt

Mille Lacs County, MN



ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CHECK RUN: AW070926 07/09/2026
DUE DATE: 07/09/2026

CASH ACCOUNT: 00-000-000-0000-1001-					A/P Cash				
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
39 01-110-000-0000-6402-			OFFICE SUP		15.34				
40 01-110-000-0000-6402-			OFFICE SUP		11.39				
41 01-110-000-0000-6402-			OFFICE SUP		15.89				
42 01-110-000-0000-6402-			OFFICE SUP		16.14				
43 01-110-000-0000-6402-			OFFICE SUP		57.78				
44 01-110-000-0000-6565-			AUTO MAINT		32.38				
45 01-110-000-0000-6603-			EQUIP/FURN	1,330.89					
46 01-251-000-0000-6301-			REP BLD/EQ	147.24					
47 01-393-000-0000-6565-			6565	8.99					
48 01-393-000-0000-6565-			6565	12.97					
49 01-251-000-0000-6402-			OFFICE SUP	65.90					
50 01-251-000-0000-6402-			OFFICE SUP	259.56					
51 01-251-000-0000-6603-			EQUIP/FURN	8.49					
52 01-063-000-0000-6402-			OFFICE SUP	6.99					
53 01-063-000-0000-6402-			OFFICE SUP	4.31					
54 01-063-000-0000-6402-			OFFICE SUP	19.99					
55 01-063-000-0000-6603-			EQUIP/FURN	7.59					
56 01-063-000-0000-6603-			EQUIP/FURN	149.95					
CHECK TOTAL						5,505.55			
						5,505.55			
77982	APG of Southern Minne	0000	INV	07/09/2026	Acct. 485709- June26				
ACCOUNT DETAIL					LINE AMOUNT				
1	01-003-000-0000-6244-			PUB LEGAL	40.00				
2	01-003-000-0000-6244-			PUB LEGAL	26.00				
CHECK TOTAL						66.00			
						66.00			
76421	AT & T Mobility	0000	INV	07/06/2026	X07032026				
ACCOUNT DETAIL					LINE AMOUNT				
1	01-201-000-0000-6203-			PHONE	3,213.27				
2	01-251-000-0000-6203-			PHONE	341.79				
3	01-202-000-0000-6203-			PHONE	252.55				
4	01-205-000-0000-6203-			PHONE	89.24				
5	01-283-000-0000-6203-			PHONE	101.02				
6	01-201-000-0000-6806-			Co-Respond	50.51				
CHECK TOTAL						4,048.38			
						4,048.38			

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User: Jessica.Peterson (Jessica.Peterson)
Program ID: apwarnt

Mille Lacs County, MN



ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CHECK RUN: AW070926 07/09/2026
DUE DATE: 07/09/2026

CASH ACCOUNT: 00-000-000-0000-1001-						A/P Cash			
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
14003	Auto Value - Milaca	0000		INV	07/10/2026	4047 June 2026			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 10-340-000-0000-6415-				SHOP SUP	34.73			
	2 10-330-000-0000-6527-				MISC SUP	39.99			
							74.72		
						CHECK TOTAL	74.72		
78681	BIG J'S SERVICE STATI	0000		INV	07/07/2026	0004240			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 01-201-000-0000-6605-				VEHICLES	578.00			
							578.00		
						CHECK TOTAL	578.00		
873	Bureau Of Criminal Ap	0001		INV	07/07/2026	48-000089			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 01-228-000-0000-6803-				MISC EXP	1,120.00			
							1,120.00		
						CHECK TOTAL	1,120.00		
2595	Comdata	0000		INV	07/07/2026	20444712			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 01-201-000-0000-6563-				GASOLINE	14.00			
	2 01-201-000-0000-6565-				AUTO MAINT	68.03			
	3 01-251-000-0000-6565-				AUTO MAINT	10.00			
							92.03		
						CHECK TOTAL	92.03		
5069	Election Systems & So	0000		INV	07/02/2026	CD2155009			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 01-071-000-0000-6261-				PROF FEES	2,087.00			
							2,087.00		
5069	Election Systems & So	0000		INV	07/02/2026	CD2155491			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 01-071-000-0000-6402-				OFFICE SUP	141.22			
							141.22		
5069	Election Systems & So	0000		INV	07/09/2026	CD2155844			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 01-071-000-0000-6261-				PROF FEES	3,592.81			

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Program ID: apwarnt

Mille Lacs County, MN



ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CHECK RUN: AW070926 07/09/2026
DUE DATE: 07/09/2026

CASH ACCOUNT: 00-000-000-0000-1001-				A/P Cash				
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
						3,592.81		
					CHECK TOTAL	5,821.03		
77807	Enterprise FM Trust	0003	INV	07/09/2026	FBN5673130			
	ACCOUNT DETAIL				LINE AMOUNT			
	1 01-060-000-0000-6342-			LEASE AGRE	12,595.98			
	2 01-110-000-0000-6261-			PROF FEES	15.00			
	3 01-615-000-0000-6603-			EQUIP/FURN	1,118.51			
	4 10-340-000-0000-6344-			PW ENTERPR	1,160.36			
	5 10-340-000-0000-6344-			PW ENTERPR	1,098.13			
	6 10-340-000-0000-6261-			PROF FEES	15.00			
	7 10-340-000-0000-6344-			PW ENTERPR	7,893.16			
	8 10-340-000-0000-6301-			REP BLD/EQ	150.00			
	9 10-340-000-0000-6575-			PARTS	417.57			
						24,463.71		
					CHECK TOTAL	24,463.71		
77807	Enterprise FM Trust	0003	INV	07/06/2026	603076-070326			
	ACCOUNT DETAIL				LINE AMOUNT			
	1 01-201-000-0000-6605-			VEHICLES	20,202.51			
	2 01-201-000-0000-6565-			AUTO MAINT	5,322.79			
	3 01-202-000-0000-6605-			VEHICLES	636.21			
	4 01-202-000-0000-6565-			AUTO MAINT	5.00			
	5 01-201-000-0000-6806-			Co-Respond	62.21			
	6 01-205-000-0000-6565-			AUTO MAINT	5.00			
	7 01-251-000-0000-6605-			VEHICLES	50.00			
	8 01-251-000-0000-6565-			AUTO MAINT	10.00			
	9 01-283-000-0000-6565-			AUTO MAINT	5.00			
						26,298.72		
					CHECK TOTAL	26,298.72		
75329	Fleetpride	0000	INV	07/10/2026	135750436			
	ACCOUNT DETAIL				LINE AMOUNT			
	1 10-340-000-0000-6575-			PARTS	65.00			
						65.00		
75329	Fleetpride	0000	INV	07/10/2026	135749745			
	ACCOUNT DETAIL				LINE AMOUNT			
	1 10-340-000-0000-6575-			PARTS	148.40			

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Mille Lacs County, MN



ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CHECK RUN: AW070926 07/09/2026

DUE DATE: 07/09/2026

CASH ACCOUNT: 00-000-000-0000-1001-						A/P Cash			
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
						148.40			
					CHECK TOTAL	213.40			
76629	Government Forms & Su	0000	INV	07/02/2026	362547				
	ACCOUNT DETAIL				LINE AMOUNT				
	1 01-071-000-0000-6402-			OFFICE SUP	1,840.22				
						1,840.22			
					CHECK TOTAL	1,840.22			
708	HALLIDAY, WATKINS & M	0000	INV	07/06/2026	MFS - LINDA BLEESS				
	ACCOUNT DETAIL				LINE AMOUNT				
	1 01-201-000-0000-6350-			Levy Pay	13,501.84				
						13,501.84			
					CHECK TOTAL	13,501.84			
2235	HUNT ELECTRIC CORPORA	0000	INV	07/10/2026	26062017				
	ACCOUNT DETAIL				LINE AMOUNT				
	1 10-330-000-0000-6374-			HWY MTNC	295.00				
						295.00			
					CHECK TOTAL	295.00			
2080	Independent Emergency	0000	INV	06/19/2026	114 06012026				
	ACCOUNT DETAIL				LINE AMOUNT				
	1 01-281-000-0000-6617-			SOFTWARE	32.31				
						32.31			
2080	Independent Emergency	0000	INV	06/19/2026	50 06012026				
	ACCOUNT DETAIL				LINE AMOUNT				
	1 01-281-000-0000-6617-			SOFTWARE	100.00				
						100.00			
					CHECK TOTAL	132.31			
33326	Isle Automotive Inc	0000	INV	07/10/2026	99000 June 2026				
	ACCOUNT DETAIL				LINE AMOUNT				
	1 10-340-000-0000-6563-			GASOLINE	51.98				
						51.98			
					CHECK TOTAL	51.98			

Mille Lacs County, MN



ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CHECK RUN: AW070926 07/09/2026
DUE DATE: 07/09/2026

CASH ACCOUNT: 00-000-000-0000-1001-						A/P Cash			
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10046	Jims Mille Lacs Dispo	0000		INV	07/10/2026	3992404			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 10-330-000-0000-6527-				MISC SUP	475.00			
							475.00		
10046	Jims Mille Lacs Dispo	0000		INV	07/01/2026	20260701_Jims (2)			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 10-340-000-0000-6256-				GARBAGE	77.22			
							77.22		
10046	Jims Mille Lacs Dispo	0000		INV	07/10/2026	07-08-26			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 10-330-000-0000-6527-				MISC SUP	132.25			
							132.25		
						CHECK TOTAL	684.47		
1599	Knife River	0000		INV	07/10/2026	197782 June 2026			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 10-330-000-0000-6368-				GR CRUSH	55,682.40			
							55,682.40		
						CHECK TOTAL	55,682.40		
3245	LHB, Inc.	0000		INV	07/10/2026	260069.00 - 2			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 10-320-000-0000-6619-				CO CON PJ	17,268.48			
							17,268.48		
						CHECK TOTAL	17,268.48		
75889	Martin McAllister	0000		INV	07/09/2026	17585			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 01-035-000-0000-6265-				PRO FEE HR	650.00			
	2 01-035-000-0000-6265-				PRO FEE HR	650.00			
	3 01-035-000-0000-6265-				PRO FEE HR	650.00			
							1,950.00		
						CHECK TOTAL	1,950.00		
44514	Mn Counties Ins Trust	0000		INV	07/10/2026	17151			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 10-310-000-0000-6354-				INSURANCE	128.00			
							128.00		

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Program ID: apwarnt

Mille Lacs County, MN



ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CHECK RUN: AW070926 07/09/2026
DUE DATE: 07/09/2026

CASH ACCOUNT: 00-000-000-0000-1001-						A/P Cash			
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
44514 Mn Counties Ins Trust	0000		INV	07/09/2026	PCAUTO1251				
ACCOUNT DETAIL						LINE AMOUNT			
1	10-340-000-0000-6415-		SHOP SUP			1,177.08			
2	01-060-000-0000-6354-		INSURANCE			-462.04			
3	01-060-000-0000-6354-		INSURANCE			-462.04			
4	01-060-000-0000-6354-		INSURANCE			454.12			
5	01-060-000-0000-6354-		INSURANCE			1,368.16			
6	10-340-000-0000-6415-		SHOP SUP			816.88			
7	01-060-000-0000-6354-		INSURANCE			957.31			
8	01-060-000-0000-6354-		INSURANCE			957.31			
9	01-060-000-0000-6354-		INSURANCE			957.31			
10	01-060-000-0000-6354-		INSURANCE			957.31			
11	01-060-000-0000-6354-		INSURANCE			957.31			
12	01-060-000-0000-6354-		INSURANCE			737.93			
13	01-060-000-0000-6354-		INSURANCE			737.93			
14	10-340-000-0000-6415-		SHOP SUP			42.18			
15	10-340-000-0000-6415-		SHOP SUP			35.06			
16	10-340-000-0000-6415-		SHOP SUP			17.19			
						9,249.00			
CHECK TOTAL						9,377.00			
78685 MINNESOTA GOVERNMENT	0001		INV	07/10/2026	6654				
ACCOUNT DETAIL						LINE AMOUNT			
1	10-310-000-0000-6288-		10-3106288			300.00			
						300.00			
CHECK TOTAL						300.00			
46024 Benton Communications	0000		INV	07/09/2026	0238009647-July 26				
ACCOUNT DETAIL						LINE AMOUNT			
1	01-281-000-0000-6203-		PHONE			1,235.50			
2	10-340-000-0000-6203-		PHONE			379.95			
						1,615.45			
CHECK TOTAL						1,615.45			
46030 Milaca Unclaimed Frei	0000		INV	07/10/2026	6-23-26				
ACCOUNT DETAIL						LINE AMOUNT			
1	10-340-000-0000-6577-		TOOLS			45.95			
						45.95			

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Mille Lacs County, MN



ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CHECK RUN: AW070926 07/09/2026
DUE DATE: 07/09/2026

CASH ACCOUNT: 00-000-000-0000-1001-						A/P Cash			
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
					CHECK TOTAL	45.95			
75691 Minnesota Computer Sy	0000		INV	06/11/2026	451422				
					ACCOUNT DETAIL	LINE AMOUNT			
					1 01-091-000-0000-6301-	149.84			
					REP BLD/EQ	149.84			
					CHECK TOTAL	149.84			
77105 Mitz/Dolores O	0000		INV	07/01/2026	26-022				
					ACCOUNT DETAIL	LINE AMOUNT			
					1 01-091-000-0000-6261-	34.50			
					PROF FEES	34.50			
77105 Mitz/Dolores O	0000		INV	07/01/2026	26-023				
					ACCOUNT DETAIL	LINE AMOUNT			
					1 01-091-000-0000-6261-	63.25			
					PROF FEES	63.25			
77105 Mitz/Dolores O	0000		INV	07/01/2026	26-024				
					ACCOUNT DETAIL	LINE AMOUNT			
					1 01-091-000-0000-6261-	253.00			
					PROF FEES	253.00			
77105 Mitz/Dolores O	0000		INV	07/01/2026	26-025				
					ACCOUNT DETAIL	LINE AMOUNT			
					1 01-091-000-0000-6261-	11.50			
					PROF FEES	11.50			
77105 Mitz/Dolores O	0000		INV	07/01/2026	26-026				
					ACCOUNT DETAIL	LINE AMOUNT			
					1 01-091-000-0000-6261-	201.25			
					PROF FEES	201.25			
77105 Mitz/Dolores O	0000		INV	07/01/2026	26-027				
					ACCOUNT DETAIL	LINE AMOUNT			
					1 01-091-000-0000-6261-	69.00			
					PROF FEES	69.00			
					CHECK TOTAL	632.50			
190 Mn Attorney General	0000		INV	07/01/2026	929243				
					ACCOUNT DETAIL	LINE AMOUNT			
					1 01-091-000-0000-6261-	116.00			
					PROF FEES	116.00			

Report generated: 07/09/2026 11:17:40
User: Jessica.Peterson (Jessica.Peterson)
Program ID: apwarnt

Mille Lacs County, MN



ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CHECK RUN: AW070926 07/09/2026
DUE DATE: 07/09/2026

CASH ACCOUNT: 00-000-000-0000-1001-						A/P Cash			
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
					CHECK TOTAL	116.00			
75864	MN DEED	0000	INV	07/15/2026	07152026				
	ACCOUNT DETAIL				LINE AMOUNT				
	1	01-703-000-0000-6805-		COL 4 ST		1,250.01			
	2	01-703-000-0000-6805-		COL 4 ST		3,333.36			
	3	01-703-000-0000-6805-		COL 4 ST		2,499.99			
	4	01-703-000-0000-6805-		COL 4 ST		1,250.01			
	5	01-703-000-0000-6805-		COL 4 ST		1,251.00			
	6	01-703-000-0000-6805-		COL 4 ST		1,250.01			
	7	01-703-000-0000-6805-		COL 4 ST		1,250.01			
						12,084.39			
					CHECK TOTAL	12,084.39			
13002	Mn Dept Of Health	0000	INV	07/10/2026	JUNE 2026				
	ACCOUNT DETAIL				LINE AMOUNT				
	1	75-887-000-0000-6805-		75-8876805		558.00			
						558.00			
					CHECK TOTAL	558.00			
13013	Mn State Treasurer -	0000	INV	07/10/2026	062026				
	ACCOUNT DETAIL				LINE AMOUNT				
	1	75-886-000-0000-6805-		75-8866805		2,737.00			
	2	75-885-000-0000-6805-		75-8856805		4,294.50			
	3	75-891-000-0000-6805-		75-8916805		67.50			
						7,099.00			
					CHECK TOTAL	7,099.00			
154	CUSTOM CAP AND TIRE	0001	INV	07/10/2026	204128 June 2026				
	ACCOUNT DETAIL				LINE AMOUNT				
	1	10-340-000-0000-6573-		TIRE/TUBES		3,083.04			
	2	10-340-000-0000-6301-		REP BLD/EQ		200.00			
	3	10-340-000-0000-6573-		TIRE/TUBES		235.12			
						3,518.16			
					CHECK TOTAL	3,518.16			

Mille Lacs County, MN



ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CHECK RUN: AW070926 07/09/2026
DUE DATE: 07/09/2026

CASH ACCOUNT: 00-000-000-0000-1001-						A/P Cash			
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
76894 NAPA Central Mn	0000		INV	07/10/2026	245619				
ACCOUNT DETAIL					LINE AMOUNT				
1 10-340-000-0000-6415-				SHOP SUP	154.95				
						154.95			
					CHECK TOTAL	154.95			
584 Nuss Truck Group, Inc	0000		INV	07/10/2026	BP0002056 June 2026				
ACCOUNT DETAIL					LINE AMOUNT				
1 10-340-000-0000-6575-				PARTS	2,092.16				
2 10-330-000-0000-6527-				MISC SUP	82.40				
3 10-340-000-0000-6575-				PARTS	252.77				
4 10-340-000-0000-6575-				PARTS	2,202.16				
						4,629.49			
					CHECK TOTAL	4,629.49			
50470 ODP Business Solution	0000		INV	07/09/2026	473543646001				
ACCOUNT DETAIL					LINE AMOUNT				
1 01-255-000-0000-6402-				OFFICE SUP	45.35				
2 01-255-000-0000-6402-				OFFICE SUP	8.23				
3 01-255-000-0000-6402-				OFFICE SUP	7.34				
						60.92			
					CHECK TOTAL	60.92			
3535 On-Line Retrievers	0000		INV	07/07/2026	FEES FOR JUNE 2026				
ACCOUNT DETAIL					LINE AMOUNT				
1 01-231-000-0000-6261-				PROF FEES	1,405.15				
						1,405.15			
					CHECK TOTAL	1,405.15			
999999 AmiCorp Inc.	0000		INV	07/02/2026	6-24-26 24-986-8202				
ACCOUNT DETAIL					LINE AMOUNT				
1 01-107-000-0000-6801-				REFUNDS	110.00				
						110.00			
					CHECK TOTAL	110.00			

Mille Lacs County, MN



ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CHECK RUN: AW070926 07/09/2026

DUE DATE: 07/09/2026

CASH ACCOUNT: 00-000-000-0000-1001-				A/P Cash					
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
999999	Eric Pramann	0000		INV	07/10/2026	Pramann DW Refund			
ACCOUNT DETAIL						LINE AMOUNT			
	1	10-310-000-0000-5117-			PERMITS		200.00		
	2	10-330-000-0000-6835-			REIMB COL		200.00		
							400.00		
CHECK TOTAL							400.00		
16009	Prince Bait And Marin	0000		INV	07/07/2026	030719			
ACCOUNT DETAIL						LINE AMOUNT			
	1	01-205-000-0000-6565-			AUTO MAINT		220.00		
							220.00		
CHECK TOTAL							220.00		
75087	Quadient, Inc.	0000		INV	07/09/2026	18092497			
ACCOUNT DETAIL						LINE AMOUNT			
	1	01-060-000-0000-6202-			POSTAGE		62.70		
							62.70		
CHECK TOTAL							62.70		
78055	RED BEARD LUMBER CO	0000		INV	07/07/2026	1091177			
ACCOUNT DETAIL						LINE AMOUNT			
	1	01-205-000-0000-6402-			OFFICE SUP		34.95		
							34.95		
CHECK TOTAL							34.95		
78028	Republic Minden Trans	0000		INV	07/10/2026	4561-000006325			
ACCOUNT DETAIL						LINE AMOUNT			
	1	01-393-000-0000-6210-			RECYCLE FE		9,916.39		
							9,916.39		
CHECK TOTAL							9,916.39		

Detail Invoice List

DUE DATE: 07/09/2026

CASH ACCOUNT: 00-000-000-0000-1001-				A/P Cash					
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
744	RINGCENTRAL Inc.	0000		INV	07/10/2026	CD_001482978			
ACCOUNT DETAIL					LINE AMOUNT				
1	01-060-000-0000-6839-				REIM CL IO		86.75		
2	01-035-000-0000-6203-				PHONE		138.80		
3	01-063-000-0000-6203-				PHONE		69.40		
4	01-091-000-0000-6203-				PHONE		329.65		
5	01-110-000-0000-6203-				PHONE		52.05		
6	01-107-000-0000-6203-				PHONE		294.95		
7	01-201-000-0000-6203-				PHONE		572.56		
8	01-202-000-0000-6203-				PHONE		104.10		
9	01-251-000-0000-6203-				PHONE		503.15		
10	01-603-000-0000-6203-				PHONE		34.70		
11	10-340-000-0000-6203-				PHONE		104.10		
12	01-060-000-0000-6839-				REIM CL IO		1,769.72		
13	01-701-000-0000-6203-				PHONE		17.35		
14	01-701-000-0000-6203-				PHONE		0.01		
							4,077.29		
CHECK TOTAL							4,077.29		
371	SCAIA/MELISSA	0000		INV	07/01/2026	062026MLC			
ACCOUNT DETAIL					LINE AMOUNT				
1	01-091-000-0000-6261-				PROF FEES		100.00		
							100.00		
CHECK TOTAL							100.00		
1473	Transwest Trucks	0000		INV	07/10/2026	093P56212			
ACCOUNT DETAIL					LINE AMOUNT				
1	10-340-000-0000-6575-				PARTS		8,067.22		
2	10-340-000-0000-6575-				PARTS		930.33		
							8,997.55		
CHECK TOTAL							8,997.55		
120	TROTT LAW P.C.	0000		INV	07/06/2026	REDEMPTION/EGGERUD			
ACCOUNT DETAIL					LINE AMOUNT				
1	01-201-000-0000-6350-				Levy Pay		79,695.76		
							79,695.76		
CHECK TOTAL							79,695.76		

Mille Lacs County, MN



ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CHECK RUN: AW070926 07/09/2026

DUE DATE: 07/09/2026

CASH ACCOUNT: 00-000-000-0000-1001-						A/P Cash			
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
78178	Tyler Technologies, I	0000		INV	07/10/2026	025-559455			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 01-102-000-0000-6633-				REC COMPLI	4,950.00			
							4,950.00		
78178	Tyler Technologies, I	0000		INV	07/10/2026	025-557474			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 01-102-000-0000-6633-				REC COMPLI	150.00			
							150.00		
						CHECK TOTAL	5,100.00		
77791	US Bank	0000		INV	07/01/2026	06082026			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 01-091-000-0000-6402-				OFFICE SUP	14.50			
	2 01-091-000-0000-6243-				REGISTRATI	197.50			
	3 01-092-000-0000-6851-				VIC EMERG	200.00			
							412.00		
						CHECK TOTAL	412.00		
23001	West Group	0000		INV	07/01/2026	853651069			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 01-091-000-0000-6402-				OFFICE SUP	2,244.42			
							2,244.42		
23001	West Group	0000		INV	07/01/2026	853726509			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 01-091-000-0000-6402-				OFFICE SUP	149.42			
							149.42		
						CHECK TOTAL	2,393.84		
78599	WEX HEALTH INC	0000		INV	07/09/2026	0002404780-IN			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 01-035-000-0000-6261-				PROF FEES	794.75			
							794.75		
						CHECK TOTAL	794.75		
77286	Ziebarth/Crystal	0000		INV	07/01/2026	07012026			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 01-091-000-0000-6261-				PROF FEES	144.50			
							144.50		

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 User: Jessica.Peterson (Jessica.Peterson)
 Program ID: apwarnt

Mille Lacs County, MN



ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CHECK RUN: AW070926 07/09/2026
DUE DATE: 07/09/2026

CASH ACCOUNT: 00-000-000-0000-1001-					A/P Cash				
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
					CHECK TOTAL	144.50			
26001 Ziegler Inc	0000		INV	07/10/2026	5914900 June 2026				
					ACCOUNT DETAIL	LINE AMOUNT			
					1 10-340-000-0000-6575-	472.28			
					2 10-340-000-0000-6575-	4,900.00			
					3 10-340-000-0000-6575-	31.92			
					4 10-340-000-0000-6575-	312.38			
					5 10-340-000-0000-6575-	312.37			
					6 10-340-000-0000-6575-	831.28			
					7 10-330-000-0000-6527-	51.29			
					8 10-340-000-0000-6633-	11,587.00			
					9 10-340-000-0000-6301-	637.93			
						19,136.45			
					CHECK TOTAL	19,136.45			
65 INVOICES					WARRANT TOTAL	333,031.22	333,031.22		
					CASH ACCOUNT BALANCE		80,964,222.45		

Mille Lacs County, MN



ACCOUNTS PAYABLE CHECK RUN REPORT

Check Run Summary

CHECK RUN: AW070926 07/09/2026
DUE DATE: 07/09/2026

FUND	ACCOUNT	AMOUNT	AVLB BUDGET
01	General Fund 01-003-000-0000-6244-	Publishing-Legal Noti 66.00	3,727.40
01	General Fund 01-035-000-0000-6203-	Phone 138.80	1,152.94
01	General Fund 01-035-000-0000-6261-	Professional Services 794.75	22,397.75
01	General Fund 01-035-000-0000-6265-	Professional Service- 1,950.00	19,684.08
01	General Fund 01-060-000-0000-5830-	Miscellaneous Other R -15.85	0.00
01	General Fund 01-060-000-0000-6202-	Postage 62.70	9,019.34
01	General Fund 01-060-000-0000-6342-	Lease Agreements 12,595.98	86,468.78
01	General Fund 01-060-000-0000-6354-	Insurance 7,160.61	-10,002.74
01	General Fund 01-060-000-0000-6839-	reimb collections-int 1,856.47	2,361.54
01	General Fund 01-063-000-0000-6203-	Phone 69.40	2,404.57
01	General Fund 01-063-000-0000-6402-	Office Supplies 31.29	31.01
01	General Fund 01-063-000-0000-6603-	Equip,Furniture,Fixtu 157.54	69,686.63
01	General Fund 01-071-000-0000-6261-	Professional Services 5,679.81	15,410.86
01	General Fund 01-071-000-0000-6402-	Supplies 1,981.44	12,714.14
01	General Fund 01-091-000-0000-6203-	Phone 329.65	5,382.01
01	General Fund 01-091-000-0000-6243-	Registration Fees 197.50	6,659.83
01	General Fund 01-091-000-0000-6261-	Professional Services 993.00	17,414.77
01	General Fund 01-091-000-0000-6301-	Repair & Maint-Bldg & 149.84	1,137.53
01	General Fund 01-091-000-0000-6402-	Supplies 2,408.34	13,554.14
01	General Fund 01-092-000-0000-6851-	Victim Emerg-Victim P 200.00	11,126.46
01	General Fund 01-102-000-0000-6633-	Recorders Compliance 5,100.00	88,596.50
01	General Fund 01-107-000-0000-6203-	Phone 294.95	9,996.10
01	General Fund 01-107-000-0000-6801-	Refunds 110.00	-29,725.92
01	General Fund 01-110-000-0000-6203-	Phone 52.05	824.44
01	General Fund 01-110-000-0000-6261-	Professional Services 15.00	28,146.47
01	General Fund 01-110-000-0000-6301-	Repair & Maint-Bldg & 829.23	38,977.93
01	General Fund 01-110-000-0000-6402-	Supplies 1,745.71	11,876.29
01	General Fund 01-110-000-0000-6565-	Repair & Maintenance- 32.38	9,319.68
01	General Fund 01-110-000-0000-6603-	Equip,Furniture,Fixtu 1,480.88	5,481.50
01	General Fund 01-201-000-0000-6203-	Phone 3,785.83	17,970.32
01	General Fund 01-201-000-0000-6350-	Levy/Redemption/Execu 93,197.60	-291,210.01
01	General Fund 01-201-000-0000-6402-	Supplies 314.32	18,760.83
01	General Fund 01-201-000-0000-6450-	Uniforms 55.79	22,718.21
01	General Fund 01-201-000-0000-6563-	Gasoline 14.00	106,706.00
01	General Fund 01-201-000-0000-6565-	Repair & Maintenance- 5,390.82	12,789.90
01	General Fund 01-201-000-0000-6605-	Vehicles 20,780.51	138,235.29
01	General Fund 01-201-000-0000-6806-	Co-Responder Expense 112.72	5,451.11
01	General Fund 01-202-000-0000-6203-	Phone 356.65	2,958.19
01	General Fund 01-202-000-0000-6565-	Repair & Maintenance- 5.00	2,547.50
01	General Fund 01-202-000-0000-6605-	Vehicles 636.21	3,546.53

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User: Jessica.Peterson (Jessica.Peterson)
Program ID: apwarnt

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01	General Fund	01-205-000-0000-6203-	Phone	89.24	579.68
01	General Fund	01-205-000-0000-6402-	Supplies	34.95	1,789.27
01	General Fund	01-205-000-0000-6565-	Repair & Maintenance-	225.00	4,289.21
01	General Fund	01-228-000-0000-6803-	Miscellaneous Expense	1,120.00	-856.33
01	General Fund	01-231-000-0000-6261-	Professional Services	1,405.15	8,487.50
01	General Fund	01-251-000-0000-6203-	Phone	844.94	4,079.64
01	General Fund	01-251-000-0000-6301-	Repair & Maint-Bldg &	147.24	41,005.69
01	General Fund	01-251-000-0000-6402-	Supplies	325.46	22,816.35
01	General Fund	01-251-000-0000-6565-	Repair & Maintenance-	20.00	3,748.00
01	General Fund	01-251-000-0000-6603-	Equip,Furniture,Fixtu	8.49	3,663.64
01	General Fund	01-251-000-0000-6605-	Vehicles	50.00	150.00
01	General Fund	01-255-000-0000-6402-	Supplies	60.92	5,758.98
01	General Fund	01-281-000-0000-6203-	Phone	1,235.50	8,231.06
01	General Fund	01-281-000-0000-6617-	Computer Software	132.31	29,851.14
01	General Fund	01-283-000-0000-6203-	Phone	101.02	2,354.84
01	General Fund	01-283-000-0000-6565-	Repair & Maintenance-	5.00	-96.42
01	General Fund	01-393-000-0000-6210-	Recycling Recycling F	9,916.39	34,369.42
01	General Fund	01-393-000-0000-6565-	Repair & Maintenance-	21.96	6,250.12
01	General Fund	01-603-000-0000-6203-	Phone	34.70	-37.40
01	General Fund	01-615-000-0000-6603-	Equip,Furniture,Fixtu	1,118.51	3,447.34
01	General Fund	01-701-000-0000-6203-	Phone	17.36	388.45
01	General Fund	01-703-000-0000-6805-	Clct For Otr Agen - t	12,084.39	-28,336.77

FUND TOTAL

200,115.45

CASH ACCOUNT 00-000-000-0000-1001-

BALANCE 80,964,222.45

10	Public Works Departme	10-310-000-0000-5117-	Permits	200.00	0.00
10	Public Works Departme	10-310-000-0000-6288-	Conferences (Adm)	300.00	4,450.00
10	Public Works Departme	10-310-000-0000-6354-	Insurance (Property)	128.00	-2,291.50
10	Public Works Departme	10-310-000-0000-6402-	Supplies	89.57	121.99
10	Public Works Departme	10-320-000-0000-6505-	Draft/Survey/Test Sup	281.54	258.11
10	Public Works Departme	10-320-000-0000-6619-	County Construction P	17,268.48	230,195.02
10	Public Works Departme	10-330-000-0000-6368-	Gravel Crushing & Pit	55,682.40	166,732.38
10	Public Works Departme	10-330-000-0000-6374-	Highway Maintenance S	295.00	62,584.50
10	Public Works Departme	10-330-000-0000-6527-	Misc Supplies (Maint)	780.93	5,416.78
10	Public Works Departme	10-330-000-0000-6835-	Driveway & Row Deposi	200.00	200.00
10	Public Works Departme	10-340-000-0000-6203-	Phone	484.05	14,470.45
10	Public Works Departme	10-340-000-0000-6256-	Garbage	77.22	3,219.65
10	Public Works Departme	10-340-000-0000-6261-	Professional Services	15.00	7,395.00
10	Public Works Departme	10-340-000-0000-6301-	Equipment Repair	987.93	73,400.01
10	Public Works Departme	10-340-000-0000-6344-	Public Works Enterpri	10,151.65	51,879.83
10	Public Works Departme	10-340-000-0000-6415-	Shop Supplies	2,278.07	18,312.61
10	Public Works Departme	10-340-000-0000-6563-	Gasoline	51.98	43,343.62
10	Public Works Departme	10-340-000-0000-6573-	Tires/Tubes/Rims	3,318.16	23,422.41
10	Public Works Departme	10-340-000-0000-6575-	Parts	21,035.84	57,805.66

ACCOUNTS PAYABLE CHECK RUN REPORT

10	Public Works Departme	10-340-000-0000-6577-	Tools	45.95	6,579.08
10	Public Works Departme	10-340-000-0000-6633-	Capital Outlay-Major	11,587.00	137,794.63
			FUND TOTAL	125,258.77	
CASH ACCOUNT 00-000-000-0000-1001-			BALANCE 80,964,222.45		
75	State Agency Fund	75-885-000-0000-6805-	Collected For Other A	4,294.50	-25,200.00
75	State Agency Fund	75-886-000-0000-6805-	Collected For Other A	2,737.00	-17,938.00
75	State Agency Fund	75-887-000-0000-6805-	Collected For Other A	558.00	-1,441.50
75	State Agency Fund	75-891-000-0000-6805-	Collected For Other A	67.50	-264.00
			FUND TOTAL	7,657.00	
CASH ACCOUNT 00-000-000-0000-1001-			BALANCE 80,964,222.45		
WARRANT SUMMARY TOTAL				333,031.22	
GRAND TOTAL				333,031.22	

Requested Meeting Date: July 21, 2026
(Board meets the 1st and 3rd Tuesday of each month)

Title of Item for Consideration: Consider July 7, 2026 Meeting Minutes	
Agenda Type Consent	Estimate Time Needed: 1 minutes Approve/Deny Motion
Submitted by: Olivia Olson	Department: Administrative Services Office
Who will attend the meeting and be able to respond to questions? Give name and title:	
County Administartor, Doug Hansen	
Summary of Issue (include previous Board or Committee actions and/or minutes, as well as applicable dates):	
Consider July 7, 2026 Meeting Minutes	
Alternatives/Options/Comments:	
Recommended Action/Motion:	
Approve July 7, 2026 Meeting Minutes	
Financial Impact:	
No	
Financial Expense:	
Are Funds Available?	
Additional Information Attached:	
Has Contract Been Approved by the County Attorney?	

WORK SESSION (COUNTY BOARD ROOM):

Consider McClean & Company Proposal for Employee Engagement Survey Services

CALL MEETING TO ORDER

Board Chair Genny Reynolds called the meeting to order at 9:00 a.m. with the following commissioners present: Commissioners Whitcomb, Tellinghuisen, Reynolds, Bjornson and Munson.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVE THE AGENDA (ADDITIONS AND DELETIONS)

Commissioner Reynolds requested to add agenda items 5.8. A motion was made by Commissioner Bjornson, seconded by Commissioner Munson, and unanimously carried to approve the agenda as amended with item 5.8 addition.

CONSENT AGENDA

A motion was made by Commissioner Whitcomb, seconded by Commissioner Tellinghuisen, and unanimously carried to approve the consent agenda.

4.1 CONSIDER CONTRACT WITH KNIFE RIVER FOR SP 048-631-004- CSAH 31 PROJECT

4.2 CONSIDER RESOLUTION 07-07-26-01 FOR TEMPORARY LIQUOR LICENSE FOR RUM RIVER TRAIL ASSOCIATION

*Board of County Commissioners
Mille Lacs County, Minnesota*

Resolution No.: 07-07-26-01

Authorizing Temporary Liquor License

BE IT RESOLVED, that the Mille Lacs County Board of Commissioners does hereby approve granting a Temporary Liquor License for Rum River Trail Association to hold a 2-day liquor license in Princeton Township at 3708 Baptist Church Rd, Princeton, MN 55371 taking place on August 28th & 29th, 2026.

4.3 CONSIDER 06/15/2026 & 6/16/2026 MEETING MINUTES

4.4 REVIEW 2025 PUBLIC WORKS ANNUAL REPORT

4.5 CONSIDER COMMISSIONERS MILEAGE AND PER DIEMS- JUNE 2026

4.6 REVIEW OF ADMINISTRATOR WARRANTS

REGULAR AGENDA

5.1 CONSIDER PLANNING COMMISSION RECOMMENDATIONS

Zoning Administrator Keenan Hayes presented the agenda items. Discussion took place regarding the purpose of the parcels. Each parcel was requested to have a separate motion.

A motion was made by Commissioner Whitcomb, seconded by Commissioner Munson, and unanimously carried to approve a Conditional Use Permit for a Communication Tower on parcel 12-006-1000.

A motion was made by Commissioner Whitcomb, seconded by Commissioner Bjornson, and unanimously carried to approve Final Plat of Spirit River on parcel 01-033-0301.

A motion was made by Commissioner Whitcomb, seconded by Commissioner Bjornson, and unanimously carried to approve the Conditional Use Permit for Cannabis Cultivation on parcel 12-032-0300.

5.2 JUNE NEW HIRES AND LEAVES

Employee Relations Specialist, Krystal Erickson, presented this agenda item.

5.3 OUTSTANDING SERVICE AWARDS FOR QUARTER 2

Employee Relations Specialist, Krystal Erickson, presented this agenda item.

5.4 CONSIDER A BUDGET AMENDMENT FROM THE GENERAL FUND TO THE PUBLIC WORKS FUND FOR THE SOO LINE AND GREAT NORTHERN TRAILS

Senior Fiscal Officer, Justice Voss, presented the agenda item. A motion was made by Commissioner Munson, seconded by Commissioner Bjornson, and unanimously carried to approve the Budget Amendment from the General Fund to the Public Works Fund for the Soo Line and Great Northern trails.

5.5 CONSIDER AUTHORIZATION TO SOLICIT RFP FOR MILLE LACS COUNTY HOUSING STUDY/NEEDS ASSESSMENT

Community and Organizational Development Manager, Lainy Hoskins, presented the agenda item. A motion was made by Commissioner Whitcomb, seconded by Commissioner Munson, and unanimously carried to approve the Authorization to Solicit RFP for Mille Lacs County Housing Study/Needs Assessment, in the amount of \$20,000.

5.6 CONSIDER SOO LINE TRAIL BRIDGE INSPECTION AGREEMENT WITH CAPITAL RAILROAD SERVICES

Community and Organizational Development Manager, Lainy Hoskins, presented the agenda item. A motion was made by Commissioner Munson, seconded by Commissioner Bjornson, and unanimously carried to approve the Soo Line Trail Bridge Inspection Agreement with Capital Railroad Services, in the amount of \$11,000.

5.7 CONSIDER RESOLUTION 07-07-26-02: PERFORMANCE MEASURES PROGRAM

County Administrator, Doug Hansen, presented the agenda item. A motion was made by Commissioner Whitcomb, seconded by Commissioner Munson, and unanimously carried to adopt resolution 07-07-2026-02: Performance Measures Program.

***Board of County Commissioners
Mille Lacs County, Minnesota***

Resolution No.: 07-07-26-02

RESOLUTION TO PARTICIPATE IN THE PERFORMANCE MEASURES PROGRAM

WHEREAS, in 2010, the Minnesota Legislature created the Council on Local Results and Innovation; and

WHEREAS, the Council on Local Results and Innovation developed a standard set of performance measures that will aid residents, taxpayers, and state and local elected official in determining the efficacy of counties in providing services and measure residents' opinion of those services; and

WHEREAS, benefits to Mille Lacs County are outlined in Minnesota Statute § 6.91 and include eligibility for a reimbursement as set by State statute; and

WHEREAS, the Mille Lacs County Board of Commissioners has adopted and implemented at least 10 of the performance measures, as developed by the Council on Local Results and Innovation, and a system to use this information to help plan, budget, manage evaluate programs and processes for optimal future outcomes; and

NOW, THEREFORE, BE IT RESOLVED, that the Mille Lacs County Board of Commissioners will report the results of the performance measures to its citizenry by the end of the year through publication, direct mailing, posting on the county's website, or through a public hearing at which the budget and levy will be discussed and public input allowed.

BE IT FURTHER RESOLVED, that Mille Lacs County will submit to the Office of the State Auditor the actual results of the performance measures adopted by the county.

5.8 CONSIDER OUT OF STATE TRAVEL EXPENSES FOR NACo CONFERENCE

Commissioner Genny Reynolds, Presented the agenda item. A motion was made by Commissioner Whitcomb, seconded by Commissioner Bjornson, and unanimously carried to approve the Out of State Travel Expenses for NACo Conference, in the amount of \$2,250.

COMMITTEE REPORTS

Munson attended the DAC and the Leadership Meeting. Bjornson attended nothing. Reynolds attended the East Central Region library Budget Meeting. Tellinghuisen attended the Fair Board Meeting. Whitcomb attended a local Mental Health Committee Meeting.

ADJOURN

A motion was made by Commissioner Bjornson, seconded by Commissioner Whitcomb, and unanimously carried to adjourn the meeting at 9:49 a.m.

ATTEST:

Doug Hansen
County Administrator

Genny Reynolds
County Board Chairperson

WORK SESSION (COUNTY BOARD ROOM:
Jail Intake Remodel Discussion

Requested Meeting Date: July 21, 2026

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

Title of Item for Consideration: Consider Authorization to work with HMA Architects to develop an AIA contract, project timeline, and budget for the proposed Ericksonville cold storage building and impound lot.	
Agenda Type Regular	Estimate Time Needed: 5 minutes Approve/Deny Motion
Submitted by: Noelan Lange	Department: Public Works
Who will attend the meeting and be able to respond to questions? Give name and title:	
Noelan Lange, Facility & Fleet Operations Manager	
Summary of Issue <i>(include previous Board or Committee actions and/or minutes, as well as applicable dates):</i>	
The County needs additional cold storage for seasonal vehicles and equipment and a secured impound lot at the Ericksonville facility. Staff are requesting authorization to work with HMA Architects to define the project scope, AIA contract, timeline, and budget for later Board approval.	
Alternatives/Options/Comments:	
The Board may approve the request as presented, modify the proposed scope, direct staff to obtain additional proposals, postpone the project, or take no action. Approval at this stage does not authorize final design or construction; the proposed AIA contract, project timeline, and budget will return to the Board for separate approval.	
Recommended Action/Motion:	
Authorize staff to work with HMA Architects to develop an AIA professional services contract, project timeline, and preliminary budget for the proposed Ericksonville cold storage building and secured impound lot, with all documents returning to the County Board for final approval.	
Financial Impact:	
No	
Financial Expense:	
No immediate construction commitment. Any architectural, engineering, or project costs will be brought back to the Board for approval before proceeding.	
Are Funds Available?	
Yes — staff time associated with developing the contract, timeline, and preliminary budget is already included within the approved operating budget. Any additional professional-service or construction costs will return to the Board for approval.	
Additional Information Attached:	
Mille Lacs County Ericksonville Cold Storage Fee Proposal — HMA Architects 2026-0629 and Space Needs Analysis — Ericksonville vs SNR	
Has Contract Been Approved by the County Attorney?	



Board Agenda Request Form
Board of County Commissioners

June 29, 2026

Noelan Lang
Mille Lacs County Facility & Fleet Operations Manager
635 2nd Street SE
Milaca, MN 56353

Re: **Mille Lacs County Ericksonville House Cold Storage Building**

Dear Noelan

Thank you for the opportunity to quote services and fees for the proposed **Mille Lacs County Ericksonville House Cold Storage Building**. Our fee proposal is based on the scope of services identified in an email dated 6-8-26 and understanding of services is based on meeting with you via Teams on 6-11-26.

Scope of Work:

The scope of work for this project anticipates the following:

1. Work with Mille Lacs Personnel to coordinate the design efforts of a new cold storage building, on a lot adjacent to the existing storage building in Ericksonville. This building would be an auxiliary garage structure serving the existing building. Scope of work as identified below:
 - a. New detached garage building for storing seasonal county vehicles and equipment. Assumed this building would not be mechanically tempered but would be set up to do so in the future.
 - b. Code analysis to confirm a U-occupancy auxiliary structure.
 - c. Assumed mono-slope pre-engineered metal building (PEMB) with overhead doors on potentially two sides, with person access doors as required. Proposed size of 2,000 SF to be confirmed with owner programming. PEMB is assumed delegated design by others and will be coordinated with structural engineer.
 - d. Civil design work for new impound lot/impervious surface, revised grading, coordination of retaining walls, utility/stormwater design, site calculations, security fencing and gates, and connection to existing adjacent lot.
 - e. Structural design work for PEMB foundations, stoops and aprons, concrete slab-on-grade, and any site retaining walls as required.
 - f. MEP design work for building lighting, site lighting, electrical service, and any required building systems. Access control and security system is assumed to be extension of existing system. Existing gas line and meter are assumed to be sufficiently sized for this project.
 - g. No other program is anticipated inside building aside from storage – needs to be confirmed with code analysis and owner.
 - h. Stubbed utilities from adjacent building are requested and need to be confirmed with MEP engineer and owner.
 - i. Provide piping in slab-on-grade for future radiant heat system.
 - j. As-built verification and drawings for project.
2. Provide Architectural, Mechanical, Electrical, Plumbing, Life Safety, Structural, and Civil Design services.

3. Verify Existing site conditions to generate an as-built model of area of work to facilitate scope of work. A site survey and geotechnical report will be required to be provided by owner before civil and structural work can commence.
4. Minimal material and finish selections are anticipated and will be coordinated with owner.
5. Prepare Permit and Construction Drawings, with Specification sections 00-28 in drawing sheet format.
6. Assumed (1) virtual design meeting with owner and (1) final page turn meeting. Additional meetings will be billed at an hourly rate.

Scope of Services:

The general scope of services is to include work generally associated with architectural and engineering services.

HMA will use Revit to generate the design and permit drawings. The architect will create an SD/DD and CD Package for staged reviews with the county team and Construction package for permitting. HMA will assist the county with bid packages and negotiations as required. Prevailing wages are not anticipated. The packages will include the following drawings as they are needed:

- Code Analysis / Plans
- Floor Plan(s)
- Roof Plan
- Reflected Ceiling Plan
- Wall Sections and Details
- Exterior Elevations
- Schedules and Door Information
- HVAC Plans, Calculations, and Details
- Plumbing Plans, Diagrams, and Details
- Electrical Plans and Diagrams
- Structural Plans, Calculations, and Details (excluding PEMB design)
- Civil Plans and Details
- Sheet Specifications

Basic dimensioning and noting of materials will be provided to the extent that it will assist in the preliminary pricing of the project. **HMA will be providing architectural interiors and MEPSC engineering design.** The owner/developer will be responsible for any other consulting services necessary for the project. HMA will coordinate that work as it applies to the work of the overall project.

Fee:

SD/DD, CD, BD, CA phases will be completed for a fixed fee of **\$40,000** and invoiced as shown below. Breakdown of fee would be as follows:

SD/DD: 25%

CD: 70%

BD/CA: 05%

Construction Administration is anticipated to be minimal for this project. The CA for this proposal is limited to shop drawing and RFI review, and any site visits or CA beyond this scope will be billed at an hourly rate.

Reimbursable expenses will include travel, printing and mailings as necessary and will not exceed \$1,500.

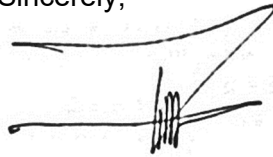
Similar remodeling project types that HMA has done would be Mille Lacs Ericksonville Building Remodel, Wheelco - St. Cloud, Carco – Rice, Stearns County HRA Renovations. If additional project information and types are desired let us know. References are also available if needed.

Schedule of work will begin Summer of 2026, construction to begin in late Fall 2026, and completed in early-mid 2027.

HMA project team will consist of Tim Gillet and Peter Nagel.

We thank you for the opportunity of presenting the above services and fee quote and look forward to working with your team on this proposed project. Should you require additional information or need further discussion pertaining to this scope/fee please feel free to contact me at your convenience.

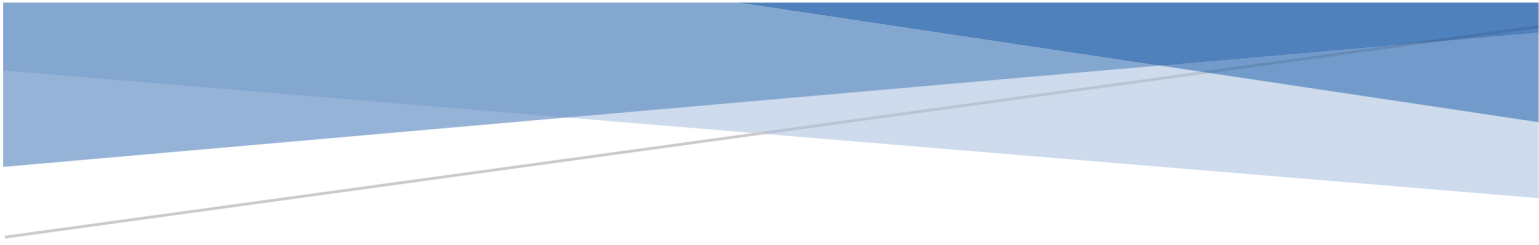
Sincerely,



Tim Gillet, President
HMA Architects, LTD

Architectural Fee Schedule		
<i>HMA Architects, Ltd.</i>		
Position		\$/HR
Principal		\$225
Sr. Project Architect		\$160
Project Architects		\$160
Sr. Project Manager		\$135
Interior Designer		\$120
Intern Architects		\$95
Technical Staff		\$85
Clerical		\$55

Printing Expenses	At Cost
Deliveries	At Cost
Travel	Fed Rate



SPACE NEEDS ANALYSIS

Ericksonville vs. Search & Rescue

Abstract

This review compares the existing Search and Rescue Facility with Ericksonville and identifies the additional space needed at Ericksonville to support consolidation of Sheriff equipment, trailer storage, and impound functions.

Noelan Lange
Noelan.Lange@millelacs.mn.gov

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Executive Space Needs Recommendation

Sheriff Operations - Search and Rescue Facility (SNR) and Ericksonville Facility

Prepared for internal executive review by Noelan Lange, Facility and Fleet Operations Manager

Executive summary. Current information indicates Ericksonville should serve as the County's long-term Sheriff storage and impound location. Ericksonville exceeds SNR in warm storage, remains short in usable impound area, and has limited dedicated cold storage. A practical near-term plan is to expand Ericksonville by about 3,500 square feet of impound lot and about 2,000 square feet of new cold storage.

Purpose

This review compares the existing Search and Rescue Facility with Ericksonville and identifies the additional space needed at Ericksonville to support consolidation of Sheriff equipment, trailer storage, and impound functions. The intent is to base the recommendation on observed use, functional site conditions, and the County's long-term control of the property.

Key observations

SNR provides more gross site area and more front parking today, but observed use appears limited relative to the amount of available space. Ericksonville has the stronger long-term building asset, three-sided road access, and additional development potential on the west and south portions of the property. The main shortfalls at Ericksonville are cold storage capacity and a moderate gap in usable impound area.

Baseline comparison

Category	SNR	Ericksonville	Difference / notes
Site/property area	58,208.05 SF	46,499.23 SF	SNR larger overall site
Warm storage	2,661 SF	3,150 SF	Ericksonville +489 SF
Cold storage	2,278 SF	314 SF	Ericksonville -1,964 SF
Gross impound area	14,220 SF	10,285 SF	Ericksonville -3,935 SF
Usable impound area	13,600 SF	10,285 SF	Ericksonville -3,315 SF
Front parking	17,000 SF	7,000 SF	SNR has more paved front parking (Not owned)
Access	2 sides	3 sides	Ericksonville has circulation advantage

Findings

- **Warm storage.** Ericksonville already exceeds SNR in warm storage and provides a stronger long-term shell with approximately 15.5-foot ceilings, block-wall construction, steel siding, upgraded power, and new overhead doors.
- **Cold storage gap.** The principal interior deficiency at Ericksonville is dedicated cold storage. A current deficit of about 1,964 square feet exists when compared with SNR, although the Sheriff equipment review suggests that some units may remain suitable for outside or covered storage depending on final operating preference.
- **Impound gap.** Ericksonville is reasonably close to SNR on impound function, but it remains about 3,315 square feet short when compared with SNR's currently usable impound area.
- **Observed use at SNR.** Available photos indicate SNR is not operating at a fully occupied condition in either the impound lot or interior storage areas. This does not eliminate the need for space, but it suggests that full duplication of SNR should not be assumed.
- **Long-term control.** Ericksonville offers a better long-term County-controlled solution because of its development area on the west side, the south property potential, and overall site access.
- **Equipment list review.** The Sheriff equipment worksheet was reviewed beginning with the equipment entries at row 6. Buoys were treated as outside storage at boat launches, the MRAP was treated as stored at the old Sheriff's Office sally port in Milaca, and non-vehicle support equipment was understood to already be largely located at Ericksonville. Those adjustments support a targeted improvement approach rather than full duplication of all SNR space.

Recommended space program

Component	Recommendation	Reason
Impound lot expansion	Approx. 3,500 SF	Brings Ericksonville to a practical match with SNR's current usable impound function, with modest operational cushion.
Cold storage addition	Approx. 2,000 SF	Addresses the principal cold-storage shortfall with a practical building size that can be configured for longer trailer and boat storage while limiting unnecessary excess square footage.
Security and site systems	Access control, camera coverage, and exterior lighting	Supports County asset protection, controlled entry, and safer after-hours operations.

Preferred site layout at Ericksonville

The preferred layout is to place the new cold storage building on the west side of the Ericksonville property with the rear of the structure oriented toward the existing impound fence line and the overhead doors facing south into the secured yard. The impound lot should extend as one continuous fenced area from the existing main impound south to the property line, using the original gate rather than adding a new gated entry. This

layout keeps the daycare house with a limited backyard, preserves the strongest development area for Sheriff operations, and creates a unified secured storage and impound zone.

Conceptual cold storage building

Recommended configuration: approximately 50 feet wide by 40 feet deep by 12 feet high, for about 2,000 square feet.

- Two 14-foot-wide by 11-foot-high overhead doors facing south
- Two service doors with windows
- 240V 100-amp electrical panel, general receptacles, and overhead LED shop lighting
- Exterior LED lighting across the front and at service doors, with pole lighting at the two south corners of the expanded impound area
- Electronic access control on service doors and exterior camera coverage at building access points and yard approaches

Current Building Conditions

Based on current building conditions, site characteristics, observed use, and the Sheriff equipment list, Ericksonville should be developed as the permanent Sheriff storage and impound hub. Continued long-term dependence on leased SNR space does not appear to be the most efficient long-range approach when Ericksonville already meets the warm-storage need and has the physical potential to absorb the remaining shortfalls through targeted improvements. A reasonable next step is to plan for about 3,500 square feet of additional impound area and a new 2,000-square-foot cold storage building at Ericksonville, together with security, lighting, and basic electrical improvements.

Implementation note

Prior to final design, the County should verify trailer dimensions, turning movements, fence alignment around the daycare yard, drainage, and final impound striping. Those checks are expected to refine the layout, but they are not expected to change the overall recommendation.

Basis for Recommended Space Needs

Impound Lot and Cold Storage Methodology for the SNR / Ericksonville Comparison

Equipment-based review was limited to the Sheriff worksheet entries beginning at row 6. Facility header rows above that point were not used as the equipment-space basis for this update.

Purpose. This memorandum summarizes the reasoning used to determine recommended square footage for the impound lot and cold storage functions. The method is based on current usable space, actual stored vehicles and equipment, circulation needs, access requirements, and a modest allowance for operational growth.

Core principle: space need is not determined by a simple footprint count. It is determined by what must be stored, how those items are actually staged, how they move into and out of the site, and how much of the site truly functions as usable space.

Impound Lot Space Need

The recommended size for an impound lot should be based on function rather than gross land area alone.

Vehicle footprint is only one part of the total need. A working impound lot must accommodate aisle space, fence offsets, gate areas, snow storage, awkward corners, and maneuvering room for tow or retrieval activity.

Recommended analytical steps:

- Identify the maximum number of impounded vehicles that must be accommodated under normal and peak operating conditions.
- Apply a planning factor for each standard vehicle rather than using bumper-to-bumper parking dimensions. In practice, the required square footage includes vehicle footprint plus room for access and circulation.
- Calculate oversized units separately, including trailers, boats, utility units, or specialty Sheriff equipment, because these items consume space differently than standard passenger vehicles.
- Distinguish gross lot area from usable impound area. Gross area may overstate true capacity when fencing, gate placement, setbacks, grading, or site geometry reduce function.
- Add a modest operational cushion so the recommended lot does not fail during seasonal peaks, temporary evidence holds, or short-term spikes in vehicle count.

Planning note. A practical impound planning range often exceeds the bare stall size because the lot must work as an operational yard, not merely a parked diagram.

Cold Storage Space Need

List each unit that must be stored indoors, while separating items that may remain outside, under cover, or at another County location. In this review, buoys were treated as outside storage and the MRAP was treated as stored at the old Sheriff's Office sally port in Milaca.

Recommended analytical steps:

- List each unit that must be stored indoors, such as pontoons, rescue boats, enclosed trailers, utility trailers, and seasonal support equipment.
- Use stored dimensions rather than brochure dimensions. The important measurement is the total length, width, and height of each item in its stored position on the trailer or chassis.
- Assign a bay size to each trailer-type unit. For planning purposes, cold storage bays commonly require enough width for backing and enough depth for trailer tongue, wall clearance, and door framing.
- Multiply the bay area by the number of units to be accommodated, then add any limited support space needed for access, staging, or minor storage.
- Provide enough interior height and overhead door height to avoid building a structure that fits only the current equipment and immediately limits future use.

Observed result. The comparison indicates that Ericksonville already functions favorably for warm storage, but it remains moderately undersized in usable impound area and limited in dedicated cold storage when compared to the currently functioning SNR arrangement. The Sheriff equipment list beginning at row 6 supports targeted adjustments rather than wholesale duplication of all SNR space.

Application to the SNR and Ericksonville Comparison

Category	SNR	Ericksonville	Observed Gap
Usable impound area	13,600 SF	10,285 SF	3,315 SF shortfall
Cold storage	2,278 SF	314 SF	1,964 SF shortfall
Warm storage	2,661 SF	3,150 SF	No shortfall

Observed result. The comparison indicates that Ericksonville already functions favorably for warm storage, but it remains undersized in cold storage and moderately undersized in usable impound area when compared to the currently functioning SNR arrangement.

Reasoning Behind the Recommended Square Footage

Approximately 2,000 square feet of additional cold storage covers the current shortfall with a deeper building concept suited to longer trailer and boat storage while limiting unnecessary width and total square footage.

Need Category	Measured Gap	Recommended Planning Target
Additional impound lot area	3,315 SF	Approx. 3,500 SF
Additional cold storage	1,964 SF	Approx. 2,000 SF

- Approximately 3,500 square feet of additional impound area covers the present functional shortfall and provides a limited cushion for layout inefficiency and operational fluctuation.
- Approximately 2,000 square feet of additional cold storage covers the current shortfall and aligns with a practical multi-bay trailer storage building concept.
- Conclusion. The recommended space need should be determined by operational function: actual stored items, usable lot geometry, circulation, access, and modest future capacity. Under that method, the most

supportable recommendation is to plan for approximately 3,500 square feet of additional impound area and approximately 2,000 square feet of additional cold storage at Ericksonville.

Conclusion

Conclusion. The recommended space need should be determined by operational function: actual stored items, usable lot geometry, circulation, access, and modest future capacity. Under that method, the most supportable recommendation is to plan for approximately 3,500 square feet of additional impound area and approximately 2,000 square feet of additional cold storage at Ericksonville.

Methodology summary for the SNR and Ericksonville space analysis.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
	Equipment / Current building	Min length	Min Width	Min Height	Min Square footprint	actual Storage needed	heat	No heat	power	air	water	outside storage	AC	covered
1	Ericksonville Main building	80'	45'	20'	3,600		/							
2	S&R garage	40'	30'	13'	1,200		/							
3	S&R storage building	70'	30'	12'	2,100			/						
4	Current Sq ft Available				6,900 excluding outside		3,749 Sq ft	2,460 Sq ft						
5	Equipment					Add 2' to front and rear, 1' each side for access								
6	S&R plow	6'	9'	3'	54		110	/						
7	S&R / sheriffs office truck #67 22'	22'	8'	7'	176		260	/	/					
8	Atv trailer	20'	8'6"	8'	170		240	/		/				
9	Ranger	14'	6'	8'	87		144	/		/				
10	Snowmobile trailer	21'	8'6"	8'	179		262.5	/	/	/				
11	Atv response trailer	16'	8'	8'	128		200	/	/	/				
12	Bevertail boat and trailer	26'	8'	5'	208		300	/	/	/				
13	Lund with trailer #53	30'	8'6"	8'	255		357	/	/	/				
14	Investigator trailer	22.5'	9'	10'	203		291.5	/	/	/	/			
15	polaris atv	7'	5'	4'	35		77	/	/	/				
16	polaris atv	7'	5'	4'	35		77	/	/	/				
17	fortuna rescue Boat	17'	5'	3'	85		147	/		/	/			
18	NRS inflatable	17'	5'	3'	85		147	/		/	/			
19	rescue equipment shelf	24'	2'	8'	48		112	/	/	/				
20	Gear lockers	24'	2'	8'	48		112	/	/	/				
21	Dive tank air compressor	9'	5'6"	6'	50	50 no off set	/	/	/	/				
22	Tool Box	6'	2'	4'	12	32 no rear off set	/	/	/	/				
23	Flammable liquids	3'	3'	6'	9	15 only front off set no sides	/	/	/	/				
24	Road flares	2'	2'	4'	4	8 only front of set no sides	/	/	/	/				
25	Enclosed Trailer (Band Trailer)	24'	8'6"	10'	204		294	/	/	/				
26	H&H enclosed trailer MOBILE	21'	8'6"	9'	179		262.5	/	/	/				
27	speed trailer	12'	7'	4'	84		144	/	/	/				
28	pontoon and trailer	34'	8'6"	13'	289		399	/	/	/				
29	Safe Boat	39"	11'	13'	429		559	/	/	/				
30	Air Boat	30'	10'	13'	300		408	/	/	/				
31	atv/ snowmobile rescue trailer	12'	5'	4'	60		112	/	/	/				
32	Bouys	80'	4'	5'	320		504	/	/	/	/	/	/	/
33	N End Spare Squad	18'	8'	6'	144		220	/	/	/	/	/	/	/
34	Bouy Weights	20'	8'	N/A	160		240	/	/	/	/	/	/	/
35	MRAP	20'	8'6"	13'	170		252	/	/	/	/	/	/	/
36	850 Snowmobile	10'6"	3'	3.5'	30		72.5	/	/	/	/	/	/	/
37	600 Snowmobile	10'6"	3'	3.5'	30		72.5	/	/	/	/	/	/	/
38	Doo Little trailer	22'	9'	3.5'	198		286	/	/	/	/	/	/	/
39	Total				4,466		6,713							
40	Total w/o Bouys						6,209							

Preliminary Cost Estimate

Proposed 50' x 40' Saltbox Pole Shed, Security Fence, and Site Improvements

Purpose. This memorandum provides a planning-level cost estimate for a proposed 2,000 square foot saltbox-style pole building with overhead doors, service doors, electrical service, concrete slab, prepared subbase, and perimeter security fencing. The estimate is intended for budgeting and discussion purposes only and should be refined through local vendor quotes.

Key Assumptions

- Building footprint of approximately 50 feet wide by 40 feet deep with 12-foot building height.
- Two overhead doors at approximately 14 feet wide by 11 feet high.
- Two insulated service doors with vision panels.
- Concrete slab at 4 inches over approximately 8 inches of subcut and imported gravel/mat replacement as needed.
- 240V / 100-amp electrical panel with general receptacles and overhead LED shop lighting.
- Six-foot security fence with barbed wire at the top; final linear footage to be confirmed by site layout.
- Estimate excludes design fees, permit fees, major utility extension surprises, significant grading corrections, and unknown drainage work.

Planning Cost Range

Component	Planning Basis	Estimated Range	Notes
Building shell and features	2,000 SF at planning-level commercial post-frame pricing, including saltbox roof, doors, general build-out, and misc.	\$130,000	Represents a practical budgeting range rather than a contractor quote.
Concrete slab and prepared base	4-inch slab with subcut, gravel/mat replacement, and reinforcing assumptions	\$30,000	Site prep is heavier.
Overhead doors	Two commercial overhead doors with operators	\$15,000	Based on door size and opener assumptions.
Cameras and Door access control	Two insulated service doors with windows	\$12,000	Hardware and security upgrades can increase cost.
Electrical service and lighting	100-amp panel, receptacles, feeder/trenching allowance, and LED lighting, power from main building	\$15,000	Highly dependent on proximity of existing power.
Security fence with barbed wire	6-foot chain-link fence with top security wire	\$14,000	Assumes a moderate amount of new fence; final cost depends on actual linear footage.

Budget Summary

Estimated total project range: \$175,000 to \$216,000 before design costs, permitting, major utility surprises, and unusual grading or drainage work.

Recommended placeholder for planning:

Use of Estimate. This range is suitable for early comparison and executive discussion. A final project budget should be developed from local quotes, confirmed site conditions, and a defined fence layout.

Search & Rescue vs Ericksonville Space Comparison

Data-only baseline using currently verified square footage from uploaded exhibits and plans.

Category	Unit	SNR	Ericksonville	Delta (Erick - SNR)	Notes
Site / Property Area	SF		58,208.05	46,499.23	-11,708.82 SNR usable site/property area verified square footage exhibit. Ericksonville verified from property square footage exhibit.
Impound / Exterior Storage Area	SF		14,220	10,285	-3,935 SNR verified. Ericksonville impound lot verified.
Front Parking Area	SF		17000	7000	-10000 Parking area in front of each facility. Kept separate from impound/exterior storage area.
Currently Usable Impound Area	SF		13600	10285	-3315 SNR usable impound area verified at 13,600 SF. Ericksonville uses verified measured impound area of 10,285 SF.
Office / Warm Storage	SF		2,661	3,140	479 SNR verified. Ericksonville verified warm storage currently 3,140 SF with 15.5-foot ceilings; block wall building with freshly remodeled PVC roof, steel siding, new overhead doors, service doors, cameras, door access control, and impound lot, and power with panels.
Cold Storage	SF		2,278	314	-1,964 SNR verified. Ericksonville verified currently has 314 SF of cold storage in the small garage. The small building southeast of the main storage building and north of the house is the Onamia Townhall and is not County-owned at this time.
Total Enclosed Building Area	SF		4,939	3,454	-1,485 SNR total from warm + cold. Ericksonville enclosed total reflects 3,140 SF warm storage + 314 SF current cold storage. Additional south property area and west-side pad/drive remain available for future development.
Total Usable Space	SF		35,539	20,739	
Total Prior to Project	SF		45,679		
Percentage in Storage Change	%		-55%		

Preliminary Recommendation Inputs

Item	Unit	Input Value	Formula / Result	Status	Note
Needed Added Impound Lot	SF			Pending	Enter desired additional impound SF after policy/operations discussion.
Needed Added Cold Storage	SF			Pending	Enter desired additional cold storage SF after equipment review.

Current Observations

- Observation #1 Ground photos indicate SNR impound occupancy is materially below full lot use; aerial images overstate current vehicle count while ground photos accurate reflect usage. Ericksonville currently has no impound vehicles in the impound area per observation.
- Observation #2 SNR interior photos indicate limited stored contents in multiple areas rather than dense occupancy throughout. Ericksonville warm storage is 3,140 SF, and the small garage currently provides 314 SF of cold storage.
- Observation #3 Ericksonville has road access from three sides. SNR had access from two sides with one being its historical parking support included township-owned parking area use prior to sale.
- Observation #4 Ericksonville retains development potential on the west/back half along Ethel Avenue, and an existing pad and driveway remain where a prior garage once stood.
- Observation #5 The nearby small building is the Onamia Townhall and is not currently County-owned.

Ericksonville Verified Data

Category	Square Feet	Source File	Notes
Site / Property Area	46,499	Ericksonville_Properties_SquareFootage.pdf	Verified property area from exhibit.
Building Footprint	3,140	A100-SITE-PLAN-Rev.2.pdf	Verified footprint shown on site plan.
Impound / Exterior Storage Area	10,285	Measurement	Impound lot measured by user at 121' x 85' = 10,285 SF.
Front Parking Area	7,000	Figure	Parking area in front of Ericksonville.
Currently Usable Impound Area	10,285	Measurement	Current measured impound area at Ericksonville.
Office / Warm Storage	3,140	Figure / corroborates site plan	Current warm storage area. Building has 15.5-foot ceilings, block walls, PVC roof, steel siding, new overhead doors, and power.
Cold Storage	314	Operational figure	Current cold storage provided by the small garage.
South/Adjacent Building Note		Operational note	The small building southeast of the main storage building and north of the house is the Onamia Townhall and is not currently County-owned.
Development Potential		Operational note	House to the south will be used for daycare for now; the garage provides current cold storage and the west/back half of the property along Ethel Avenue remains open to development. Existing pad and driveway remain from a former garage.
South House / Garage Context		Operational note	House south of the main building will be used for daycare for now; garage remains available for storage.
Road Access Sides	3	Operational note	Ericksonville has road access from three sides.
Total Usable Space - Sq. Ft.	20,739		

Space Needs Analysis

SIMPLE FORMULAS AND EXCEL FORMULAS USED IN THE WORKBOOK

Prepared by Noelan Lange, Facility & Fleet Operations Manager

1. Simple formulas in plain terms

- **Warm storage difference:** Ericksonville warm storage minus SNR warm storage. $3,150 - 2,661 = 489$ SF
- **Cold storage gap:** SNR cold storage minus Ericksonville cold storage. $2,278 - 314 = 1,964$ SF shortfall
- **Gross impound gap:** SNR gross impound area minus Ericksonville gross impound area. $14,220 - 10,285 = 3,935$ SF shortfall
- **Usable impound gap:** SNR usable impound area minus Ericksonville usable impound area. $13,600 - 10,285 = 3,315$ SF shortfall
- **SNR total enclosed building area:** SNR warm storage plus SNR cold storage. $2,661 + 2,278 = 4,939$ SF
- **Ericksonville total enclosed building area:** Ericksonville warm storage plus Ericksonville cold storage. $3,140 + 314 = 3,454$ SF
- **SNR total usable space:** Usable impound + front parking + warm storage + cold storage. $13,600 + 17,000 + 2,661 + 2,278 = 35,539$ SF
- **Ericksonville total usable space:** Usable impound + front parking + warm storage + cold storage. $10,285 + 7,000 + 3,140 + 314 = 20,739$ SF
- **Recommended added impound area:** Measured shortfall rounded up for a modest planning cushion. 3,315 SF shortfall -> recommend about 3,500 SF
- **Recommended added cold storage:** Measured shortfall rounded to a practical building size. 1,964 SF shortfall -> recommend about 2,000 SF
- **Conceptual building size:** Width multiplied by depth. $50 \times 40 = 2,000$ SF

2. Excel formulas currently used in the workbook

These are the formulas exactly as they appear in the Excel file, grouped by worksheet.

Comparison

Cell	Excel formula	Meaning
E5	=D5 - C5	Delta for site/property area
E6	=D6 - C6	Delta for impound / exterior storage area
E7	=D7 - C7	Delta for front parking area
E8	=D8 - C8	Delta for currently usable impound area
E9	=D9 - C9	Delta for office / warm storage
E10	=D10 - C10	Delta for cold storage
C11	=SUM(C9:C10)	SNR total enclosed building area
D11	=SUM(D9:D10)	Ericksonville total enclosed building area
E11	=D11 - C11	Delta for total enclosed building area
C12	= 'SNR Data' !B15	Pulls SNR total usable space from the SNR Data sheet
D12	= 'Ericksonville Data' !B17	Pulls Ericksonville total usable space from the Ericksonville Data sheet
C13	=C12+D7+D9	Workbook formula currently used for Total

		Prior to Project
C14	$= (D12/C13) - 1$	Percentage in Storage Change

SNR Data

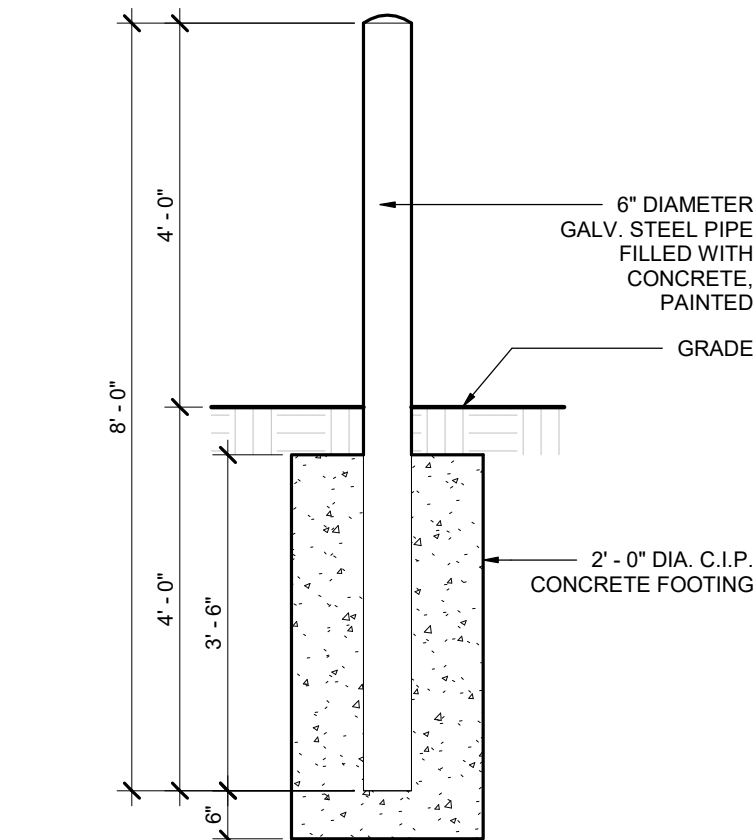
Cell	Excel formula	Meaning
B10	$= \text{SUM}(B8:B9)$	Total enclosed building area
B15	$= B7 + B6 + B8 + B9$	Total usable space

Ericksonville Data

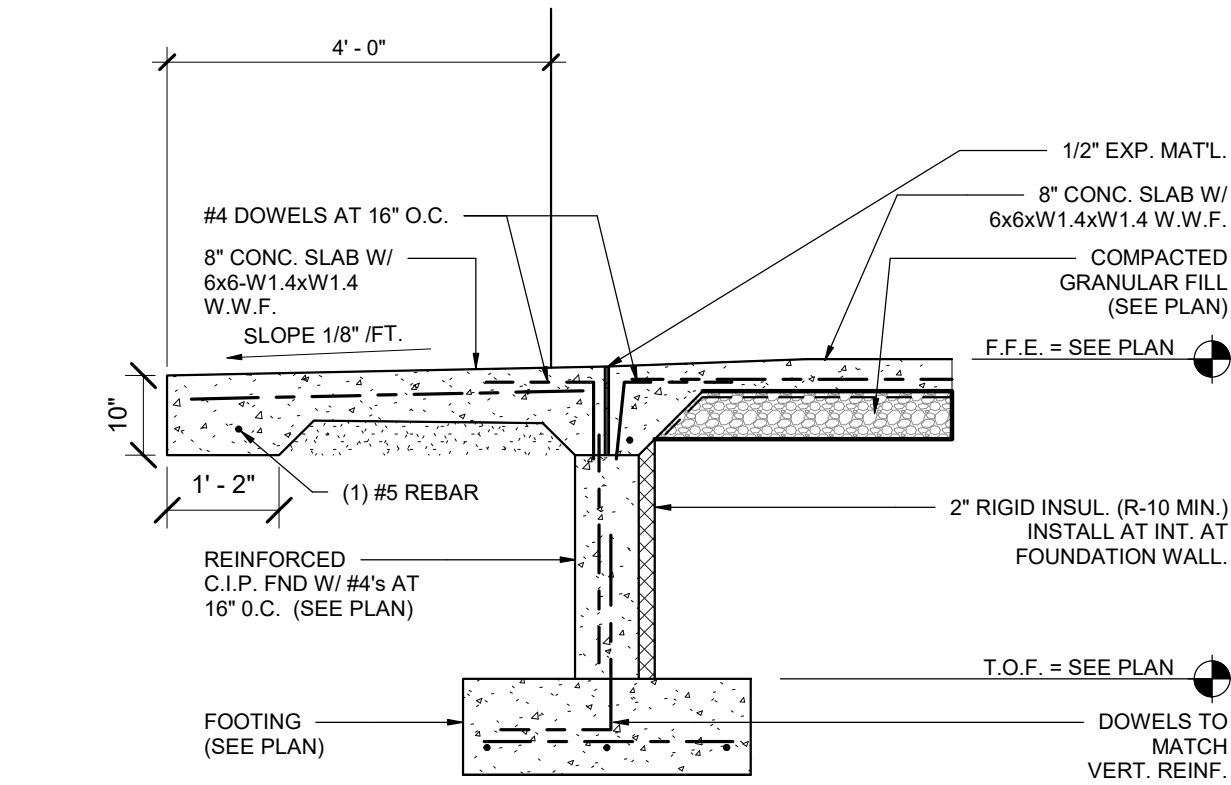
Cell	Excel formula	Meaning
B17	$= B10 + B9 + B8 + B7$	Total usable space

3. Quick note

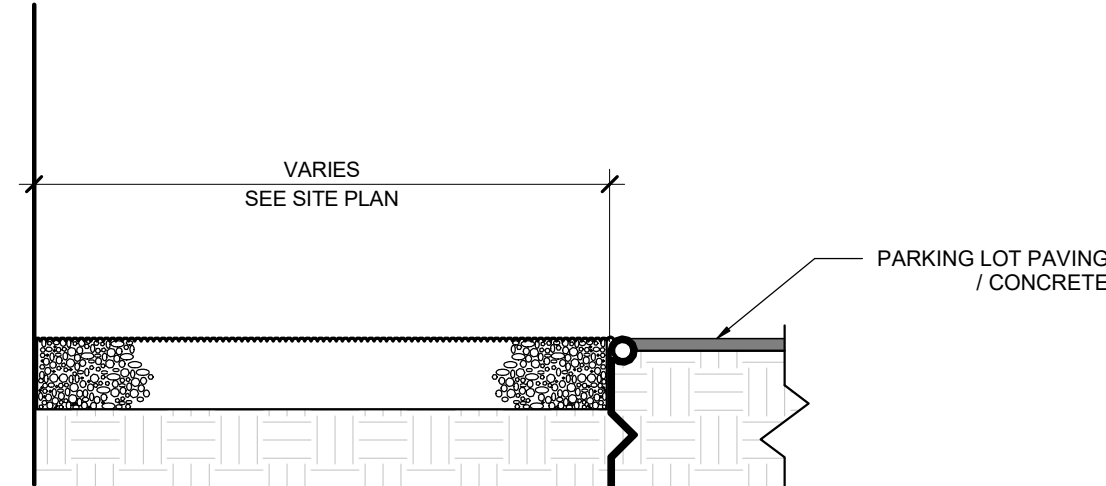
- The formulas above show the workbook logic exactly as entered.



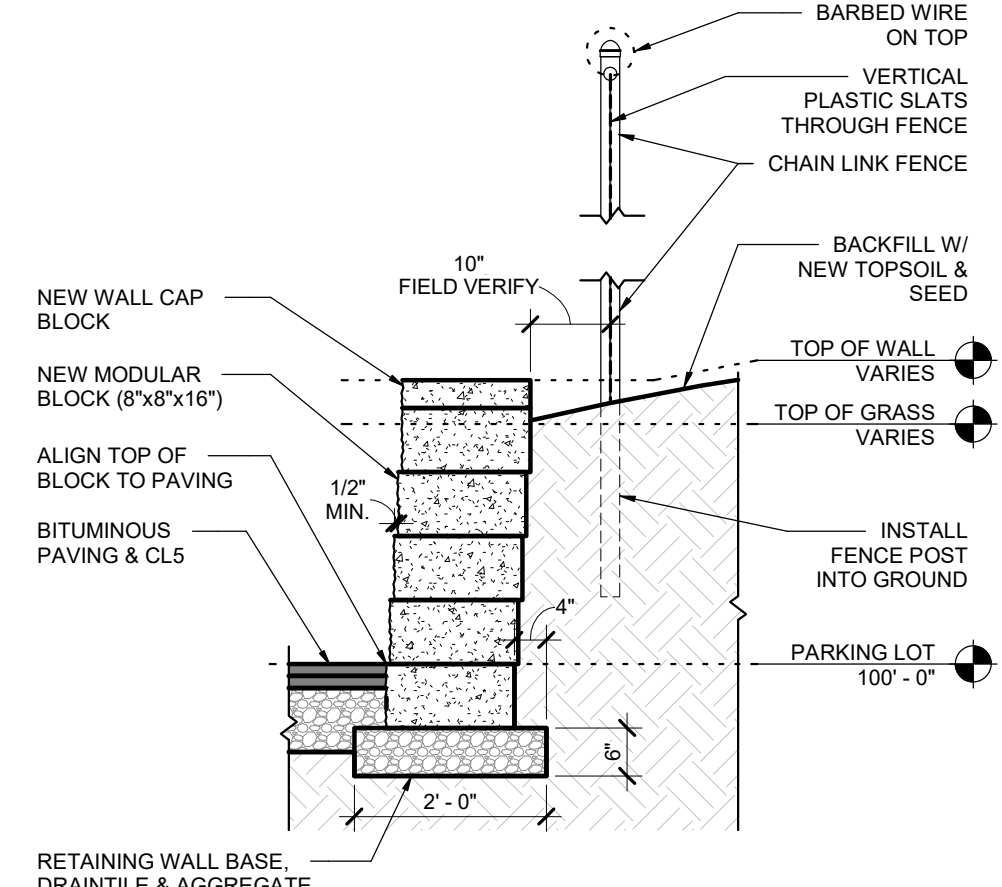
2 BOLLARD DETAIL
A100 SCALE: 1/2" = 1'-0"



3 APRON DETAIL
A100 SCALE: 1/2" = 1'-0"



4 LANDSCAPING BORDER DETAIL @ NEW PAVING
A100 SCALE: 1 1/2" = 1'-0"



5 SECTION - CHAIN FENCE @ RETAINING WALL
A100 SCALE: 1/2" = 1'-0"

SITE PLAN GENERAL NOTES:

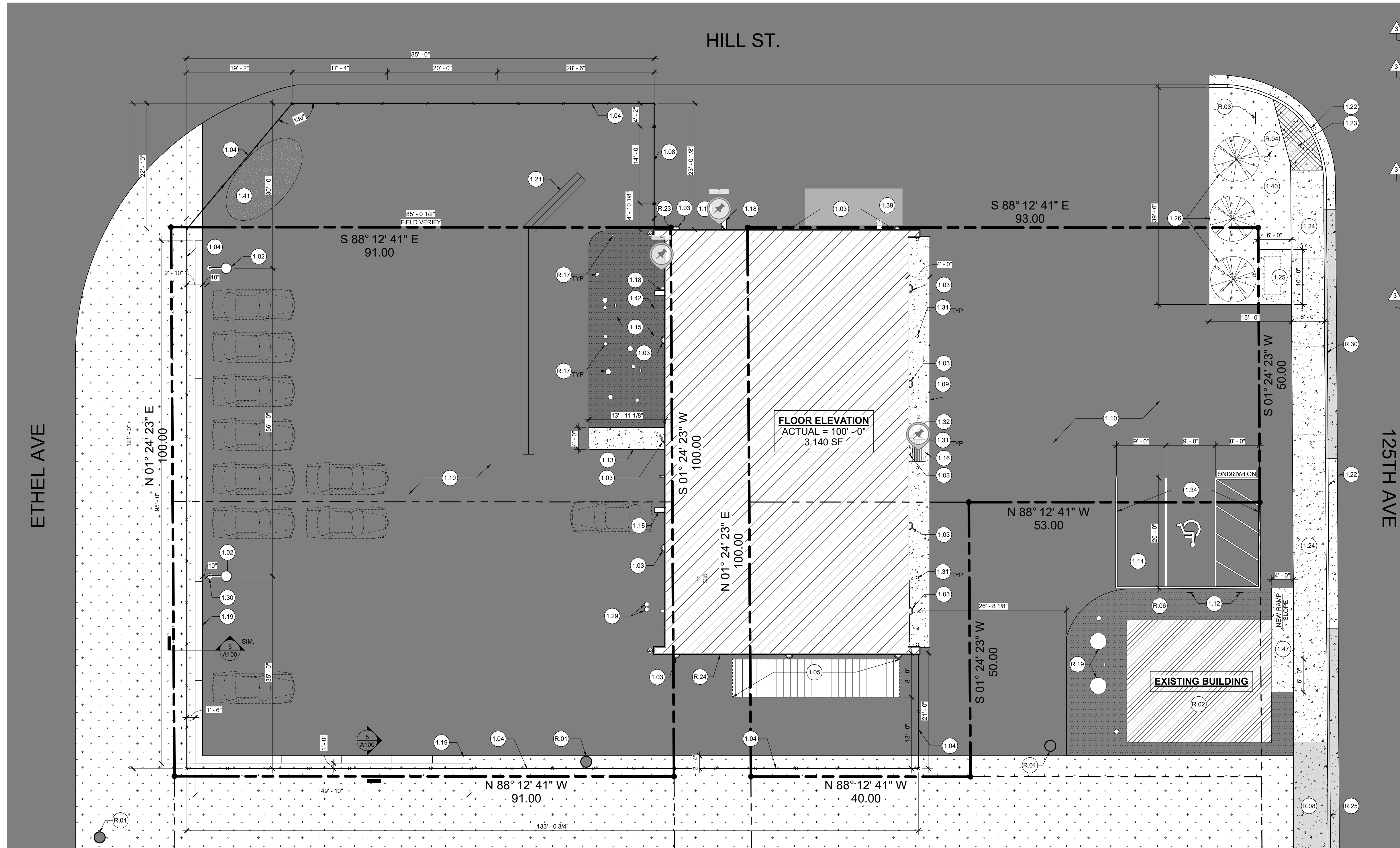
- PRIOR TO START OF EXCAVATION, LOCATE ALL EXISTING UNDERGROUND UTILITIES AND COORDINATE FOUND LOCATIONS WITH CIVIL DRAWINGS AND SITE PLAN.
- LOCATE PROPERTY CORNERS AND VERIFY BOUNDARIES COINCIDE WITH SITE PLAN AND/OR CIVIL ENGINEERING PLAN PRIOR TO ESTABLISHING/STAKING BUILDING PERIMETER. CONTACT ARCHITECT IF CONFLICTS ARE ENCOUNTERED.
- SWPPP REGULATIONS TO BE COORDINATED BY EXCAVATION CONTRACTOR UNLESS OTHERWISE NOTED.
- RESTORE ADDITIONAL DISTURBED SITE AREAS WITH SOD/SEED. SEE CIVIL PLANS FOR FURTHER INFO.
- ALL DIMENSIONS ARE TO FACE OF CURB.
- SEE ELECTRICAL DRAWINGS AS THEY EXIST FOR ALL EXTERIOR LIGHTING LOCATIONS.

EXISTING KEYNOTES

- R.01 EXISTING UTILITY POLE. FIELD VERIFY WITH NEW CONSTRUCTION.
- R.02 EXISTING ONAMIA TOWN HALL BUILDING.
- R.03 EXISTING STOP SIGN.
- R.04 EXISTING FIRE HYDRANT.
- R.06 EXISTING LANDSCAPING AROUND ONAMIA BUILDING.
- R.08 EXISTING CONCRETE SIDEWALK. COORDINATE AMOUNT TO REMOVE WITH G.C. AND OWNER.
- R.17 EXISTING PIPES.
- R.19 EXISTING MAN HOLES AND GROUND PIPING.
- R.23 EXISTING GAS METER ELECTRICAL BOX.
- R.24 EXISTING ELECTRICAL UTILITY BOX.
- R.25 EXISTING PORTION OF CURB AND GUTTER TO REMAIN. FIELD COORDINATE THE LOCATION TO REMOVE PORTIONS OF EXISTING CURB.
- R.30 EXISTING FLUSH CURB TO REMAIN. COORDINATE WITH NEW SIDEWALK AND CURB WORK.

REFERENCED KEYNOTES

- 1.02 NEW EXTERIOR POLE LIGHTING.
- 1.03 NEW WALL LIGHTING.
- 1.04 NEW CHAIN LINK FENCING FOR IMPOUND LOT WITH BARBED WIRE TOP AND VERTICAL PLASTIC SLATS THROUGH FENCING HOLES. FENCING IS TO BE 6 FEET HIGH AND BE INSTALLED 12" INTO THE GROUND AND SLATS STOP AT GRADE LEVEL.
- 1.05 NEW EXTERIOR SHELVING STORAGE, BY OWNER. COORDINATE WITH EXTERIOR WALL LIGHTS.
- 1.06 NEW MOTORIZED GATE FOR IMPOUND LOT. GATE SIZE TO MATCH FENCE HEIGHT OF 6 FEET. SEE M.E.P. FOR MORE INFORMATION.
- 1.09 NEW CONCRETE APRON.
- 1.10 NEW BITUMINOUS PARKING LOT TOPPING.
- 1.11 ADA PARKING SPACE WITH ACCESS AISLE.
- 1.12 HANDICAP PARKING SIGN.
- 1.13 NEW CONCRETE PAD/SIDEWALK TO ALIGN WITH NEW DOOR LOCATION. CENTER WITH DOOR LOCATION.
- 1.15 COORDINATE INFILL OF LANDSCAPING/GRASS WITH EXISTING PIPING AND COMPONENTS ABOVE GROUND.
- 1.16 NEW PREFABRICATED SUN SHADE CANOPY BY SUPPLIER.
- 1.17 INSTALL NEW DOWNSPOUT NOZZLE ON EXTERIOR WALL FOR NEW ROOF DRAINAGE.
- 1.18 NEW SPLASH PAD BELOW LOCATION OF ROOF SCUPPER.
- 1.19 INSTALL NEW RETAINING WALL WITH SITE RE-WORK. SEE CIVIL FOR MORE INFORMATION. COORDINATE HEIGHT OF RETAINING WALL WITH NEW SITE WORK. PRICE OUT BIGGER BLOCK FOR RETAINING WALL AND COORDINATE SIZE OF BLOCK WITH FENCE.
- 1.21 NEW CONCRETE VALLEY GUTTER. SEE CIVIL FOR MORE INFORMATION.
- 1.22 NEW 8x18 CONCRETE CURB. SEE CIVIL FOR MORE INFORMATION. COORDINATE LOCATION OF CURB WITH G.C. AND OWNER.
- 1.23 NEW ACCESSIBLE CURB RAMP. SEE CIVIL FOR MORE INFORMATION.
- 1.24 NEW THICKENED EDGE SIDEWALK. SEE CIVIL FOR MORE INFORMATION. COORDINATE WITH G.C. AND OWNER FOR AMOUNT TO REPLACE.
- 1.25 NEW CONCRETE PAD FOR BENCH TO BE INSTALLED IN GREEN AREA OFF SIDEWALK. BENCH BY OWNER.
- 1.26 NEW TREES TO BE INSTALLED BY OWNER.
- 1.29 EXISTING EXPOSED PIPES TO BE SHORTENED IN HEIGHT AND SEALED WITH STEEL CAP. COORDINATE HEIGHT WITH NEW PARKING TOPPING.
- 1.30 COORDINATE INSTALLATION OF NEW EXTERIOR POLE LIGHTING WITH NEW RETAINING WALL.
- 1.31 NEW 6" DIAMETER X 4' CONCRETE BOLLARD WITH PLASTIC SLEEVE OVER CONCRETE. SEE ELEVATIONS FOR MORE INFO.
- 1.32 INSTALL NEW 180 DEGREE CAMERA ON EXTERIOR. COORDINATE LOCATION WITH OWNER AND M.E.P.
- 1.34 PAINT NEW 4" PARKING STALLS.
- 1.39 LOCATION FOR PARKING TRAILERS AND EQUIPMENT. (HATCH AREA)
- 1.40 INSTALL NEW GREEN AREA TO ALLOW FOR EASIER ON SITE DRAINAGE. BY OWNER.
- 1.41 LOCATION PROPOSED FOR FUTURE SNOW PILES.
- 1.42 DASHED LINE SHOWING PATH THAT GATE WILL SLIDE TO OPEN.
- 1.47 INSTALL NEW CONCRETE RAMP WITH UPDATED SLOPE AND WIDTH FOR ADA ACCESSIBILITY.



1 SITE PLAN
A100 SCALE: 1" = 10'-0"

MILLE LACS
COUNTY

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CONSTRUCTION, INC.

AVRES
MECHANICAL, ELECTRICAL,
PLUMBING (MEP)

Larson
Engineering

I hereby certify that this plan, specification
or report was prepared by me or under
my direct supervision & that I am a duly
Licensed Architect under the laws of the
State of Minnesota

Signature: _____

Printed Name: Tim Gillet

License No.: 51031

Date: 1/09/2025

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Project No: 2416
Project Manager: TG
Drawn By: TL, MF
Date: 1/09/2025

Date	Description
2/6/2025	Addendum 1
2/13/2025	Addendum 2

hma
ARCHITECTS

700 W. St. Germain Street
Suite 200
St. Cloud, MN 56301
www.hma-archs.com

T | 320.251.9155
F | 320.251.4919
hma@hma-archs.com

RENOVATION TO:

ERICKSONVILLE
BUILDING

ONAMIA, MN

SITE PLAN

A100

- A. CONTACT ARCHITECT IMMEDIATELY IF DISCREPANCIES ARE FOUND BETWEEN THE ARCHITECTURAL, ELECTRICAL, MECHANICAL, PLUMBING AND CIVIL DRAWINGS SUCH THAT INFORMED DIRECTION MAY BE PROVIDED.
- B. ALL TRADES TO COORDINATE WORK WITH OTHER TRADES TO MINIMIZE CONFLICTS DURING CONSTRUCTION. ANY PENETRATIONS MADE THROUGH RATED ASSEMBLIES SHALL BE TO BE PATCHED AND FIRE CAULKED BY TRADE CREATING THE PENETRATION.
- C. BLOCKING TO BE PROVIDED IN WALLS RECEIVING WALL MOUNTED FIXTURES, EQUIPMENT, HANDRAILS OR ACCESSORIES WHETHER BLOCKING IS IDENTIFIED OR NOT ON THE ARCHITECTURAL DRAWINGS.
- D. WATER RESISTANT GYP BD. TO BE USED WHEREVER WALLS ARE TO RECEIVE TILING WHETHER SHOWN OR NOT. SHOWER AREAS TO UTILIZE CEMENT BOARD WHEN USING STEEL STUD ASSEMBLIES.
- E. ALL SPRAY FOAM INSULATION IN CONCEALED SPACES ARE TO BE PROTECTED WITH A RATED ASSEMBLY.
- F. VAPOR BARRIERS TERMINATING AT ROOF PERIMETERS ARE PROVIDE CONTINUOUS SEAL AT STEEL DECK, FLUTES, AND STEEL MEMBERS.
- G. ALL FIRE EXTINGUISHER LOCATIONS TO BE VERIFIED AND REVIEWED BY THE FIRE MARSHALL PRIOR TO INSTALLATION.
- H. CONTROL JOINTS ARE TO BE PROVIDED IN GYPSUM BOARD ASSEMBLIES AS STATED BY THE GSA GUIDELINES. REFERENCE INTERIOR ELEVATIONS, AND CEILING PLANS FOR FURTHER INFORMATION.
- I. ALL TRADES WORKING IN EXPOSED CEILING AREAS WITH VISIBLE DUCTWORK, PIPING, AND LIGHTING WILL NEED TO COORDINATE LAYOUTS WITH EACH OTHER AND WITH ARCHITECT'S APPROVAL PRIOR TO INSTALLATION. IF INSTALLATION OCCURS PRIOR TO ARCHITECT'S CONFIRMATION OF ROUTES, ELEVATIONS, LOCATIONS, AND THE ARCHITECT HAS THE RIGHT TO REQUEST AREAS TO BE REWORKED AS DIRECTED BY THE ARCHITECT ENSURING CODE REQUIREMENTS ARE MAINTAINED.
- J. SUBSTITUTIONS TO PRODUCT SPECIFICATIONS ARE NOT ALLOWED AFTER BID DATE UNLESS DIRECTED BY THE OWNER OR ARCHITECT.
- K. DURING SPRINKLER SHOP DRAWING REVIEW, THE ARCHITECT HAS THE RIGHT TO RELOCATE HEADS, TRUNK LINES AND PIPING ROUTES AS REQUIRED TO COORDINATE WITH THE OVERALL DESIGN OF THE INTERIOR SPACES. ARCHITECT WILL WORK WITH THE CONTRACTOR TO ENSURE CODE REQUIRED COVERAGE IS MAINTAINED.
- L. MASONRY TO RECEIVE WATERPROOFING TO BE CLEANED FROM DEBRIS AND PATCHED AND FINISHED SMOOTH BY THE MASONRY CONTRACTOR. IF SURFACE IS NOT ACCEPTED BY THE WATERPROOFING CONTRACTOR, CONCRETE SHALL BE PATCHED AND FINISHED SMOOTH BY THE MASONRY, REPAIR AND PATCH BLEMISHES FOR WATER PROOFING CONTRACTOR ACCEPTANCE.
- M. ARCHITECT IS NOT RESPONSIBLE TO DO QUANTITY TAKE OFFS FOR BIDDING RESPONSIBILITY. CONTRACTORS BIDDING THE PROJECTS ARE TO BECOME FAMILIAR WITH THE DRAWINGS AND BID PACKAGE THEY ARE RESPONSIBLE FOR.
- N. ALL INTERIOR DIMENSIONS AT WASHROOMS WILL NEED TO BE CONFIRMED PRIOR TO PLUMBING ROUGH-IN TO ENSURE ADA / ACCESSIBILITY CLEARANCES ARE

R.13 EXISTING TRENCH DRAIN TO REMAIN. COORDINATE COVERING TRENCH DRAIN DURING CONSTRUCTION.

R.20 EXISTING HOSE BIB TO BE REMOVED AND REPLACED WITH NEW BIB. COORDINATE COMPONENT WITH NEW CONSTRUCTION.

R.26 EXISTING CONCRETE SLAB FLOOR TO REMAIN. COORDINATE ANY ISSUES WITH ARCHITECT AND OWNER FOR PATCH WORK.

- 2.10 INSTALL NEW INFLATE LOUVER. COORDINATE LOCATION WITH M.E.P.
- 2.11 INSTALL NEW OVERHEAD DOOR.
- 2.14 INFILL AREAS WITH CONCRETE FLOOR WHERE EXISTING CONCRETE CURB WAS REMOVED. (DIAGONAL HATCH)
- 2.15 INSTALL NEW 4" RIGID DOWNSPOUT PIPE FROM EXISTING ROOF DRAINAGE TOWNSHIP NOZZLE OUT OF BUILDING.
- 2.17 PAINT INTERIOR SPACE OF GARAGE. COORDINATE COLOR WITH ARCHITECT AND OWNER.
- 2.18 NEW ACCESS CONTROL PANEL FOR NEW SECURITY SYSTEM.
- 2.22 INSTALL NEW RECEPTACLES. COORDINATE COLOR WITH OWNER.
- 2.26 INSTALL NEW DOWNSPOUT NOZZLE THROUGH EXISTING WALL. COORDINATE COLOR WITH OWNER AND M.E.P.
- 2.28 INSTALL NEW ACCESS PANEL IN THIS LOCATION. COORDINATE FINAL COORDINATE OWNER AND TYPE OF PANEL WITH M.E.P.
- 2.31 INSTALL NEW 360 DEGREE CAMERA INSIDE THE GARAGE. COORDINATE LOCATION WITH OWNER AND M.E.P.
- 2.34 INSTALL NEW ELECTRICAL METER IN PLACE OF EXISTING ONE. SEE M.E.P. FOR INFORMATION.
- 2.35 INSTALL NEW LIGHT SWITCH FOR EXTERIOR CANOPY LIGHTS. SEE M.E.P. FOR INFORMATION.
- 2.36 INSTALL NEW EXHAUST FAN. SEE M.E.P. FOR MORE INFORMATION.
- 2.37 GARAGE DOOR BUTTON FOR NEW GARAGE DOOR. SEE M.E.P. FOR MORE INFORMATION.
- 2.38 INSTALL NEW COND UNIT UP THROUGH ROOF FOR FUTURE USE.
- 2.39 INSTALL NEW CHARGING UNIT FOR FORKLUFT. COORDINATE LOCATION WITH OWNER AND M.E.P.
- 2.42 INSTALL NEW THERMOSTAT FOR NEW SYSTEM. SEE M.E.P. FOR MORE INFORMATION.
- 2.43 INSTALL NEW CONDING DEWPOINT FOR NEW SYSTEM. SEE M.E.P. FOR MORE INFORMATION.
- 2.44 INSTALL NEW LIGHTING, FANS, AND OTHER COMPONENTS. SEE M.E.P. FOR MORE INFORMATION.
- 2.46 GARAGE FLOORS TO RECEIVE NO FINISHES AND TO BE LEFT AS IS.
- 2.47 INSTALL WALL MOUNTED EYE WASH STATION ABOVE MOP SINK.
- 2.48 NEW GAS HEATER IN NORTH EAST CORNER TO REPLACE REMOVED RADIANT HEATER.



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CONSTRUCTION, INC.

AYRES
MECHANICAL, ELECTRICAL,
PLUMBING (MEP)



Larson
Engineering

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision & that I am a duly Licensed Architect under the laws of the State of Minnesota

Signature: _____
 Printed Name: Tim Gillet
 License No.: 51031
 Date: 1/09/2025

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Project No: 2416
Project Manager: TG
Drawn By: TL, MF
Date: 1/09/2025

[illegible]

h m a

ARCHITECTS

700 W. St. Germain Street
Suite 200
St. Cloud, MN 56301
www.hma-archs.com

T | 320.251.9155
F | 320.251.4919
hma@hma-archs.com

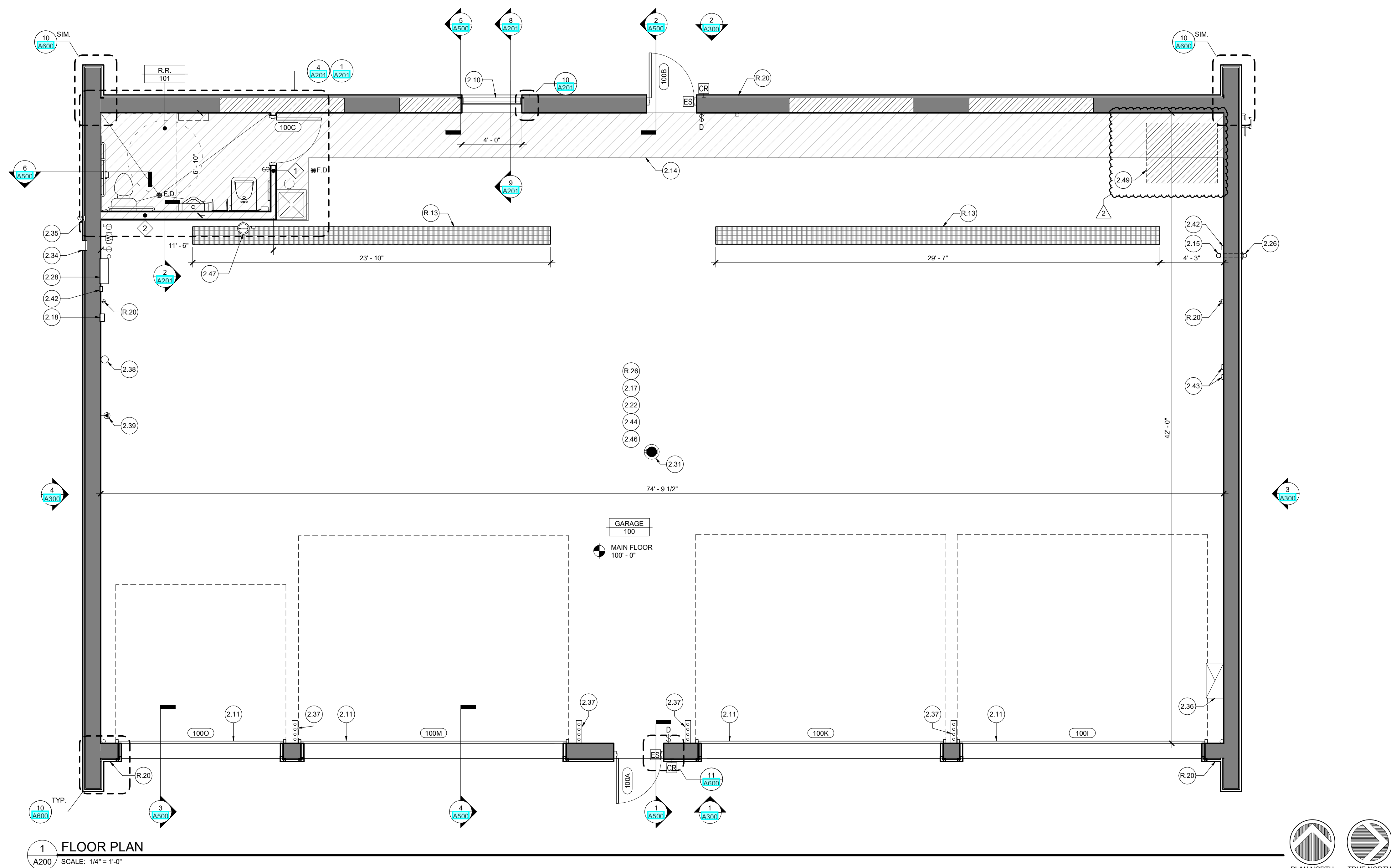
RENOVATION TO:

ERICKSONVILLE
BUILDING

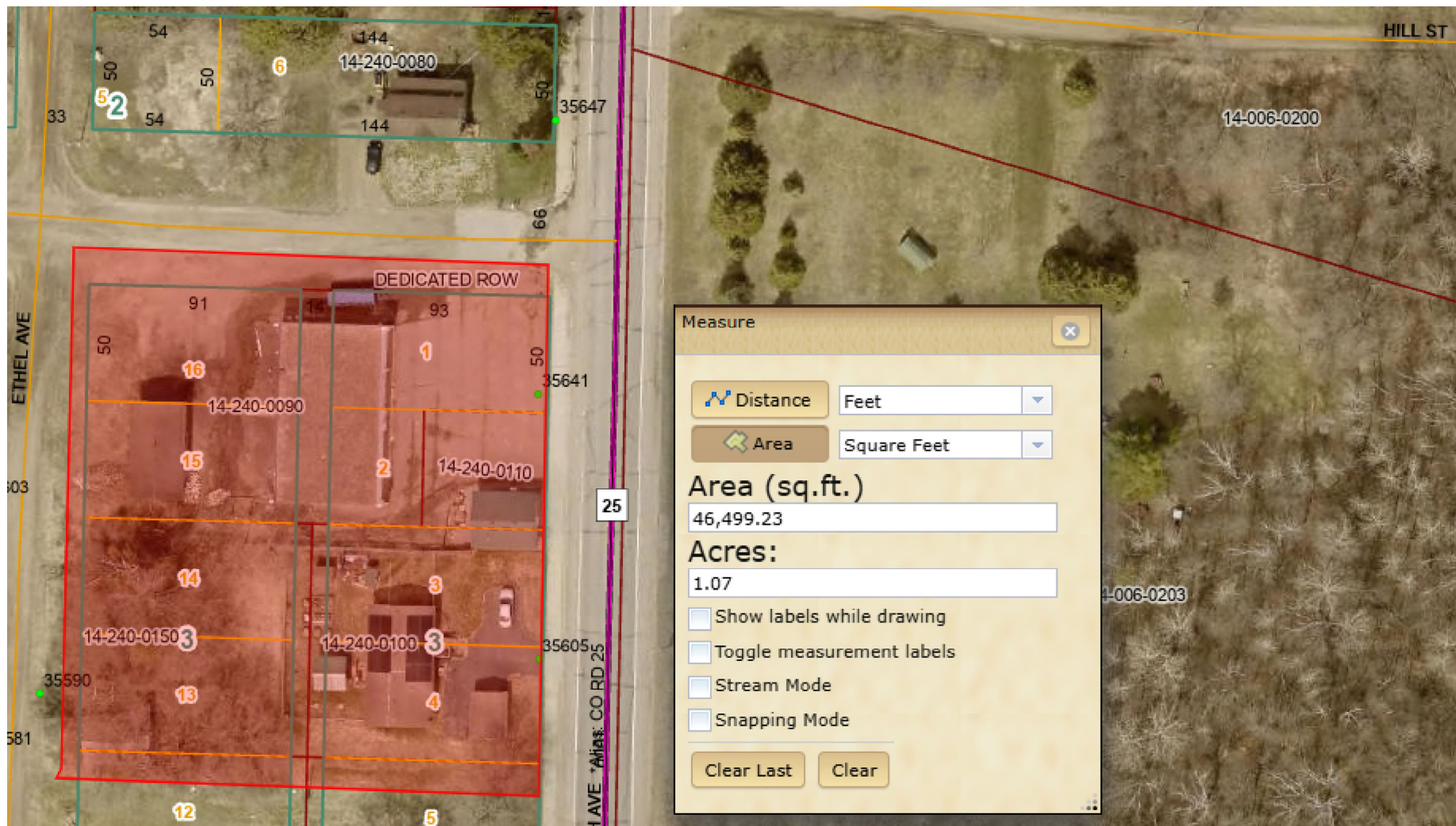
ONAMIA, MN

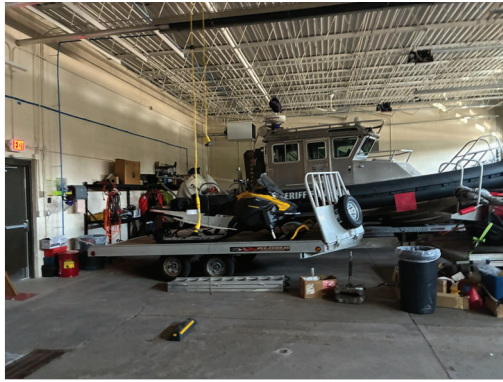
FLOOR PLAN

A200



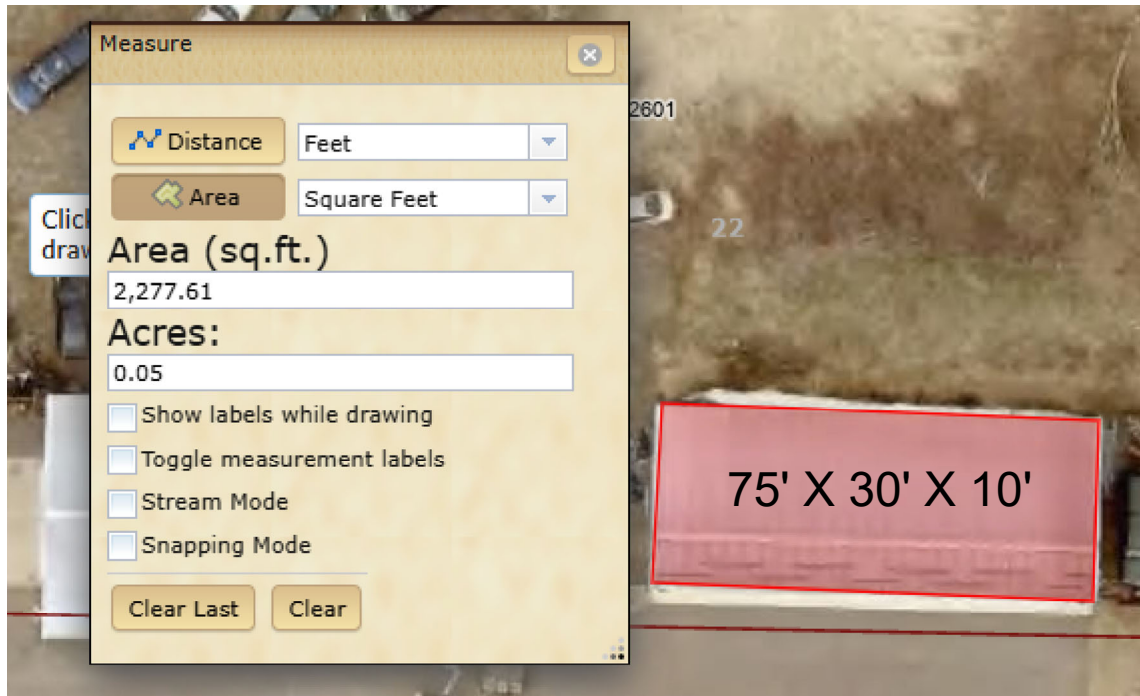




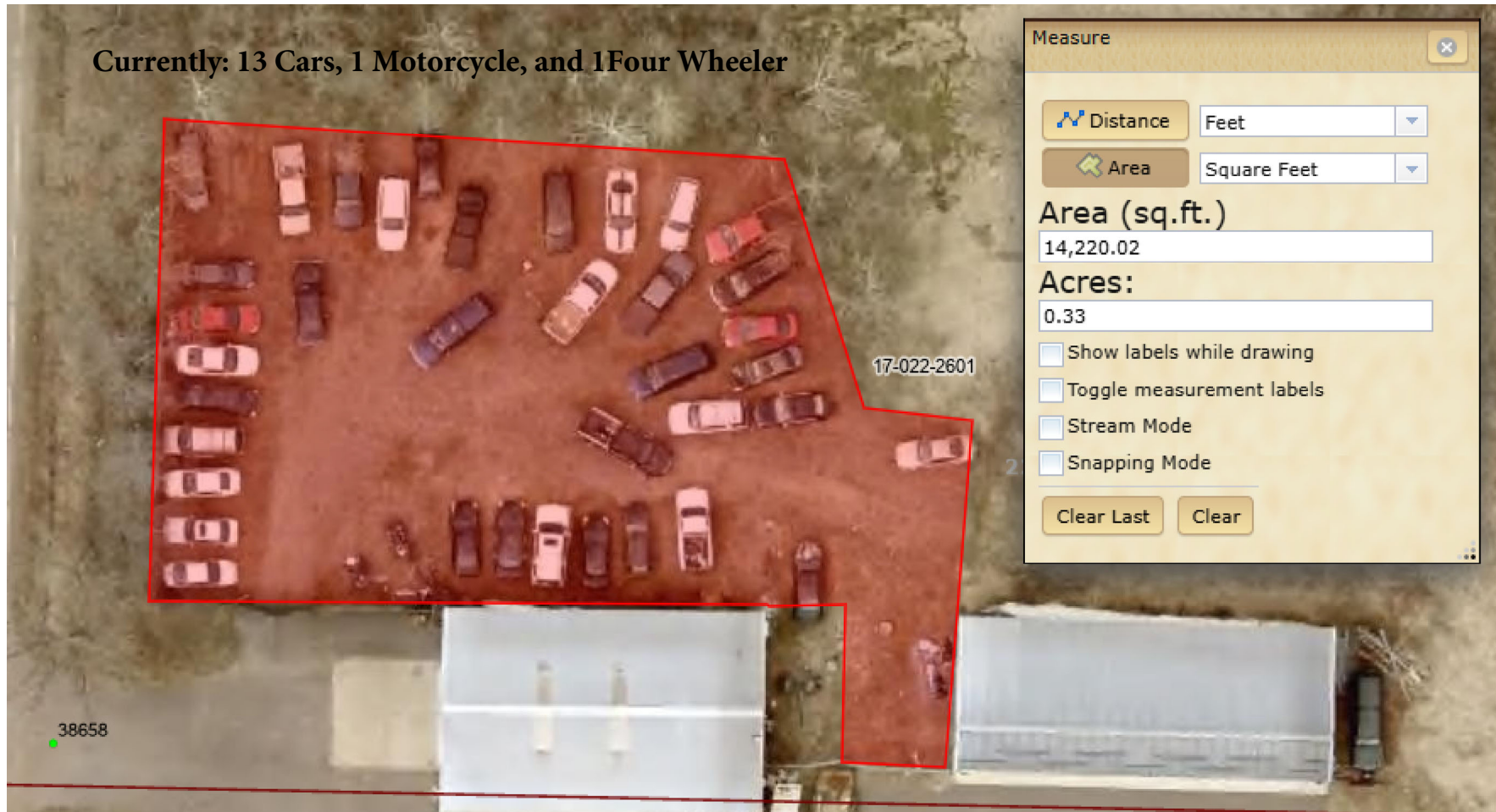


SNR Verified Data

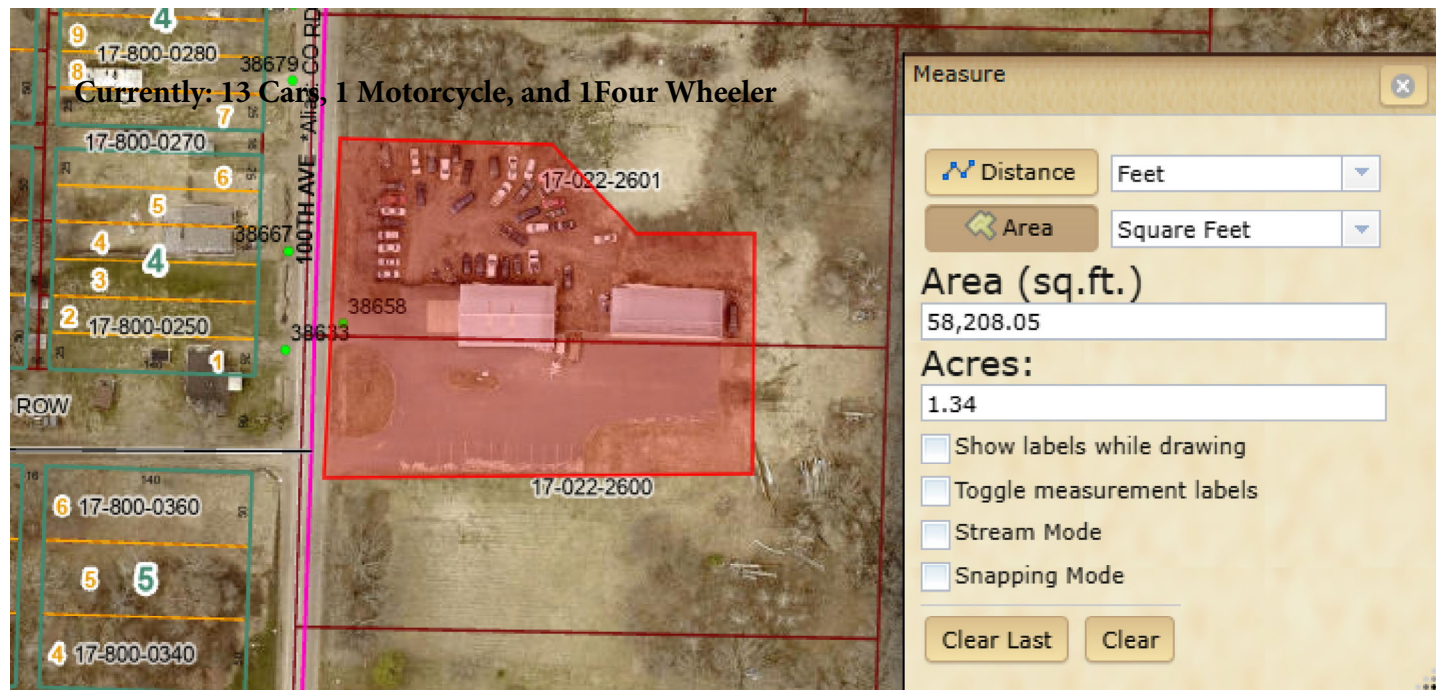
Category	Square Feet	Source File	Notes
Site / Property Area	58,208	SNR_Property_Useable_SquareFootage.pdf / user-provided figure	Usable site/property area for SNR.
Impound Lot	14,220	SNR_ImpoundLot_14,220SquareFeet_.pdf	Total exterior impound/storage area.
Currently Usable Impound Area	13,600	Operational figure	Approximate usable impound area; user clarified that only about 13,600 SF of the impound lot is usable.
Front Parking Area	17,000	Operational figure	Parking area in front of SNR.
Office / Warm Storage	2,661	SNR_OfficeWarmStorage_2661SquareFeet.pdf	Warm storage / office area.
Cold Storage	2,278	SNR_ColdStorage_2278SquareFeet.pdf	Cold storage area.
Total Enclosed Building Area	4,939	Derived	Warm + cold storage.
Road Access Sides	2	Operational note	SNR had access from two sides. Historic adjacent parking lot support was on township-owned land; the County had been allowed to install parking there prior to sale. Access is from the parking lot and 100th Avenue to the east of the property.
Historic Parking / Access Context		Operational note	Parking lot was originally township-owned; County had been allowed to install and use the parking lot before sale of the SNR buildings and impound lot.
Total Usable Space	35,539		



Currently: 13 Cars, 1 Motorcycle, and 1 Four Wheeler











Requested Meeting Date: July 21, 2026
(Board meets the 1st and 3rd Tuesday of each month)

Title of Item for Consideration: Consider Proposal for ASO Transition Support	
Agenda Type Regular	Estimate Time Needed: 10 minutes minutes Approve/Deny Motion
Submitted by: Amy Anderson	Department: Administrative Services Office
Who will attend the meeting and be able to respond to questions? Give name and title:	
Amy Anderson, Administrative Services Office; Doug Hansen, County Administrator	
Summary of Issue (include previous Board or Committee actions and/or minutes, as well as applicable dates):	
Discussions have taken place with CliftonLarsonAllen LLP (CLA) about potential outsourcing of audit and budget support services during the CFO transition. This proposal includes support services to be used by the County Administrator and ASO Finance Team for the remainder of fiscal year 2026. The proposal also includes Munis ERP end user and system administrator training. This addresses the loss of system knowledge across multiple departments due to retirements and transition. This agreement would be separate from the ongoing reconciliation project.	
Alternatives/Options/Comments:	
Recommended Action/Motion:	
Approve the agreement with CLA to support the ASO department during the CFO transition to outsource audit and budget support and provide Munis system training.	
Financial Impact:	
Yes	
Financial Expense:	
Are Funds Available?	
Remaining funds from the reconciliation designation would be reallocated to this project. The remaining balance would come from 01-060-6261 Professional Services line.	
Additional Information Attached:	
A proposal from CLA	
Has Contract Been Approved by the County Attorney?	



Date: July 15, 2026

Statement of Work – Client Accounting & Advisory Services

This agreement constitutes a state of work ('SOW') under the master service agreement ("MSA") dated February 9, 2026 or superseding MSA, made by and between CliftonLarsonAllen LLP ("CLA", "we", "us, and "our") and Mille Lacs County "you", "your", and "County"). The purpose of this SOW is to outline certain service you wish us to perform through December 31, 2026, in connection with that agreement.

Scope of professional services

Josephine Hanley is responsible for the daily activities of the engagement.

Consulting services:

CLA will provide consulting, training, and system optimization support to assist the client in maximizing the effectiveness of its financial management system. Services will focus on reviewing current configurations, strengthening internal processes, enhancing user knowledge, and ensuring key modules, workflows, and reporting capabilities to facilitate alignment with operational needs and best practices. Services may include, but are not limited to:

- Review and optimization of Due To/Due From account setup and related processes.
- Training for IT personnel on system roles, permissions, and workflow administration.
- Training on applicable modules and reporting functionality, including General Ledger settings and reports, and Accounts Payable.
- General Ledger account structure and maintenance training, as needed.
- Additional consulting and knowledge transfer services related to system configuration, reporting, and process improvements as mutually agreed upon.

Engagement objectives, limitations, and responsibilities

CLA has not been engaged to prepare financial statements and financial statements will not be provided.

We will perform this engagement in accordance with the Statement on Standards for Consulting Services issued by the American Institute of Certified Public Accountants (AICPA) and comply with the AICPA's Code of Professional Conduct, including the ethical principles of integrity, objectivity, professional

competence, and due care.

Our engagement cannot be relied upon to identify or disclose any financial statement misstatements, including those caused by fraud or error, or to identify or disclose any wrongdoing within the entity or noncompliance with laws and regulations. We have no responsibility to identify and communicate deficiencies in your internal control as part of this engagement. You agree that we shall not be responsible for any misstatements in the entity's financial statements that may not be identified as a result of misrepresentations made to us by you.

CLA personnel cannot be recognized or act in the capacity of your chief executive officer, chief financial officer, or any other management role and accordingly, CLA cannot accept the corporate responsibility for financial reports and internal control.

For all nonattest services we may provide to you, your management team agrees to assume all management responsibilities; oversee the services within this agreement; designate an individual, preferably within senior management, who possesses suitable skills, knowledge, and/or experience to understand and oversee the services; evaluate the adequacy and results of the services; and accept responsibility for the results of the services.

Your management is also responsible for ensuring that your data and records are complete and that you have received sufficient information to oversee the services, review and approve the services.

As management, you are also responsible for and the services are contingent on the following:

- Assigning a primary contact that will act as the main conduit for communications, logistics and other such interaction.
- The selection of the financial reporting framework to be applied in the preparation of the financial statements and determining that the financial reporting framework is acceptable in the circumstances.
- The design, implementation, and maintenance of internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- The prevention and detection of fraud.
- To ensure that the entity complies with the laws and regulations applicable to its activities.
- The accuracy and completeness of the records, documents, explanations, and other information, including significant judgments, you provide to us for the engagement.
- Responding to requests for data, documentation or other information materials necessary to complete this engagement in a timely manner. Any delays in providing such materials may impact CLA's ability to deliver services based on previously communicated dates. CLA will have no obligation to perform services until you have provided such information. You agree to grant

CLA an express, limited license to use such materials in any way necessary to the performance of the services outlined in this SOW.

- To provide us with the following:
 - Access to all information relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters.
 - Additional information that may be requested for the purpose of the engagement.
 - Unrestricted access to persons within the entity with whom we determine it necessary to communicate.
- To the extent we are assisting management with the completion of any Federal or State regulatory filings you are responsible for ensuring the completeness and accuracy of those filings.
- You will be solely responsible for making all decisions concerning the contents of our communications and reports, for the adoption of any plans, and for implementing any plans you may develop, including any that we may discuss with you.

We will perform the engagement in accordance with the Statement on Standards for Consulting Services issued by the American Institute of Certified Public Accountants.

Beneficial ownership information reporting

Under the Corporate Transparency Act (CTA), foreign entities (non-US entities) doing business in the U.S. are required to report information to the Financial Crimes Enforcement Network (FinCEN) as to their beneficial ownership. It is your responsibility to prepare and submit any BOI report to FinCEN that is required under the CTA. In addition, certain states may have beneficial ownership disclosure requirements for foreign and domestic entities. We have no obligation to identify any filing requirements or provide any services related to BOI reporting.

You agree that CLA will not be providing any services that could be viewed as having control or being a beneficial owner of the entity that would require you to list CLA, its partners, principals, directors, officers, employees or agents, in any BOI report. We will not act as a corporate agent or in any capacity where we are preparing or filing legal documents on your behalf. We also will not make any management decisions that indicate substantial control of your entity, including the following decisions:

- Reorganization, dissolution or merger of the reporting company; compensation and incentives of senior officers;
- Making, terminating, fulfilling or not fulfilling significant contracts;
- Selecting, terminating business lines, ventures, or geographic focus;
- Making major expenditures, incurring significant debt, issuing securities, approving operating budgets, selling, transferring, leasing or mortgaging principal assets;

- Amending governing documents; or
- Determining the nature, scope and attributes of the business conducted.

Consulting Services Fees

Our professional fees will be billed based on the degree of responsibility and contribution of the professionals working on the engagement ranging from \$150 - \$320 per hour depending on the level required. Fee is not to exceed \$25,000 unless approved prior to work being performed.

General Fee Terms

We will also bill for expenses (including travel, report production, word processing, postage, internal and administrative charges, etc.) plus a technology and client support fee of five percent (5%) of all professional fees billed. Any fee estimate provided is based on anticipated cooperation from your personnel and their assistance with locating requested documents and preparing requested schedules. If the requested items are not available on the dates required or are not accurate, the fees and expenses will likely be higher. Our invoices, including applicable state and local taxes, will be rendered as work progresses and are payable on presentation.

Employee Hire Fee

You acknowledge that the personnel provided by CLA under this Agreement possess unique skills and knowledge acquired through their work with CLA. Should you directly or indirectly hire or engage any CLA employee, whether as an employee, contractor or consultant, who has been involved in providing services under this Agreement within the preceding 12 months, you agree to pay CLA a Placement Fee. The Placement Fee shall be calculated as the greater of 30% of either 1) the CLA's employee's annual salary upon separation from CLA or 2) the individual's annual salary, bonuses and any other form of remuneration as offered by you.

The fee shall be due and payable within 30 days of the employee's commencement of work with you.

The Employee Hire Fee Provision shall not apply where the employee independently applies to a publicly advertised position or if the employee has not provided services to you within the last 12 months prior to their employment.

Failure to comply with this provision shall entitle CLA to seek legal remedies, including but not limited to injunctive relief and recovery of legal costs incurred in enforcing this clause.

Termination of SOW

Either party (you or CLA) may terminate this particular SOW at any time by giving 30 days written notice to the other party. Upon termination of this particular SOW, the provisions of this SOW and the existing MSA shall continue to apply to all services rendered prior to termination.

Agreement

We appreciate the opportunity to provide the services described in this SOW related to the MSA. All terms and provisions of the MSA shall apply to these services. If you agree with the terms of this SOW, please sign below to indicate your acknowledgement and understanding of, and agreement with, this SOW.

CliftonLarsonAllen LLP

Nate Winter

Consulting CFO

651-587-9152

nate.winter@claconnect.com

Response

This SOW correctly sets forth the understanding of Mille Lacs County and is accepted by:

CLA
CLA

SIGN:

Nate Winter, Consulting CFO

DATE:

Client
Mille Lacs County

SIGN:

Doug Hansen, County Administrator

DATE:

Requested Meeting Date: July 21, 2026
(Board meets the 1st and 3rd Tuesday of each month)

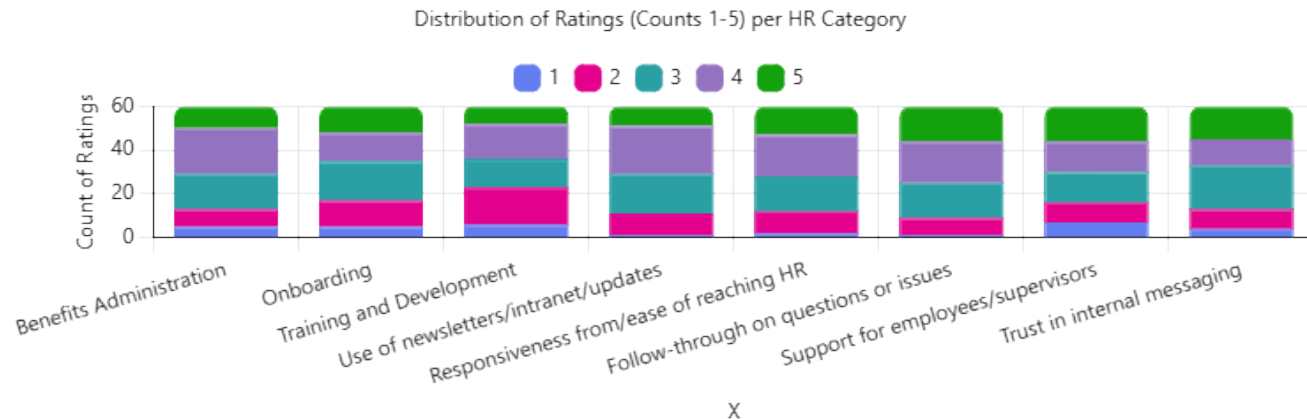
Title of Item for Consideration: Review 2026 HR Customer Satisfaction Survey Results	
Agenda Type Regular	Estimate Time Needed: 20 minutes Informational
Submitted by: Karly Fetters	Department: Administrative Services Office
Who will attend the meeting and be able to respond to questions? Give name and title:	
Karly Fetters, Personnel Director	
Summary of Issue (include previous Board or Committee actions and/or minutes, as well as applicable dates):	
This purpose of this agenda item is to review results from the County's first HR Customer Satisfaction Survey, conducted in June and closed July 1, 2026. Employees were invited through Hub posts and a countywide email. The purpose of the survey was to gather employee feedback on what HR is doing well and where improvements are needed, with the goal of strengthening HR services, communication, and overall employee support. The presentation will highlight major themes from the survey results, including key strengths, weaknesses, common concerns, and employee-identified priorities for 2027. Full results were shared with the Leadership Team on July 15 and these same results will be made available to all employees.	
Alternatives/Options/Comments:	
Recommended Action/Motion:	
Review HR Customer Satisfaction Survey – 2026 Summary Results	
Financial Impact:	
No	
Financial Expense:	
Are Funds Available?	
Additional Information Attached:	
HR Customer Satisfaction Survey - Executive Overview & Summary Results	
Has Contract Been Approved by the County Attorney?	



HR CUSTOMER SATISFACTION SURVEY – SUMMARY RESULTS – EXECUTIVE OVERVIEW

EXECUTIVE OVERVIEW

- The 2026 HR Customer Satisfaction Survey reflects a workforce that values HR's support but sees clear opportunities to strengthen communication, consistency, and visibility. Employees rely heavily on HR for benefits guidance, policy interpretation, onboarding, and day-to-day responsiveness. Simultaneously, they express frustration with gaps in communication, unclear processes, and limited transparency around decisions that affect them.
- The message is consistent across all sections:
HR is important, appreciated, and needed — and employees want it to be more proactive, communicative, consistent, and present.



(1 = Requires significant improvement – 5 = no improvement needed)

KEY STRENGTHS

- Employees identified several areas where HR is performing well:
 - Benefits Support – One of HR's strongest and most valued services; employees regularly seek HR out for individualized help.
 - Policy Guidance – Staff rely on HR for interpretation and clarity, and generally trust this support.
 - Responsiveness & Follow-Through – These categories received the highest average scores (3.52 and 3.68 respectively).
 - Positive Interactions – Many employees described HR staff as professional, helpful, and responsive.

These strengths form a solid foundation for improvement efforts.

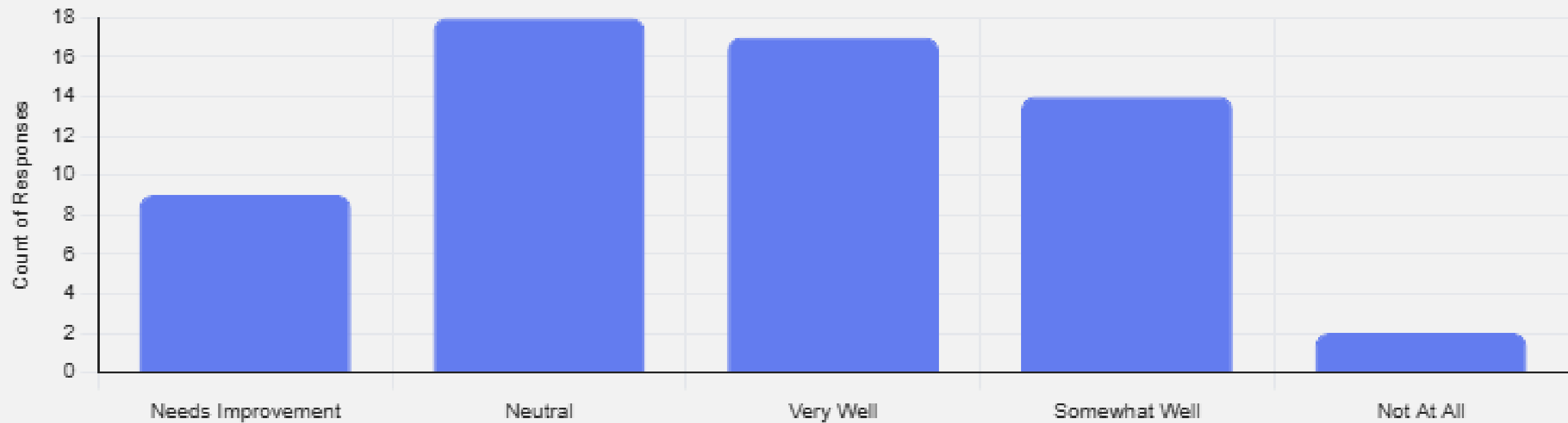
KEY WEAKNESSES & PAIN POINTS

- Themes that appeared across multiple sections include:
 - Inconsistent or insufficient communication (timeliness, clarity, follow-up, transparency).
 - Limited visibility and availability of HR, including gaps in follow-through during key moments.
 - Uneven onboarding experience — too quick for some, lacking structured follow-up.
 - Benefits complexity, especially HCSP, PFMLA, leave processes, and open enrollment navigation.
 - Interdepartmental disconnect and unclear processes between HR, supervisors, and other departments.
 - Lack of transparency around turnover, exit interviews, and policy changes.
- These weaknesses are tightly interwoven: communication issues magnify confusion around benefits, policies, and expectations.



EMPLOYEE PRIORITIES FOR 2027

- Survey ranking results show unmistakable alignment on what employees want HR to focus on next year:
 - Top Priority: Recruitment & Retention
 - Highest number of first-place rankings (19).
 - Connected to workload strain, turnover, morale, and competition for talent.
 - Second Priority: Internal Communication
 - Strongly represented across first- and third-place rankings.
 - Mirrors communication issues noted in every open-ended question.
 - Third Priority: Employee Engagement
 - Seen as important but directly dependent on improvements in communication and staffing stability.
 - Fourth Priority: SOPs & Efficiency
 - Clearly not the primary concern for 2027; employees view it as a longer-term operational task.



STRATEGIC PLAN ALIGNMENT

- Employees generally perceive HR's support of strategic goals as adequate but not exceptional:
 - The most common response was Neutral (18).
 - "Very Well" and "Somewhat Well" also show positive representation.
 - "Needs Improvement" and "Not At All" responses tie directly to communication, follow-through, and onboarding themes.
- This suggests HR's efforts are visible but require more consistency and clarity.

CROSS-CUTTING THEMES FROM OPEN COMMENTS

- Open-ended feedback surfaced several organization-wide concerns:
 - Retention & Morale – Employees do not feel retention is treated as a priority; they want recognition for those who stay.
 - Communication Gaps – Silence during crucial times, uneven updates, missing context on decisions.
 - Benefits Frustrations – HCSP issues, lack of clarity, desire for better family benefits and wellness offerings.
 - Departmental Disconnect – Employees want a sense of shared purpose and more collaboration across units.
 - Value in HR Interactions – Many employees praised HR staff and noted positive experiences.
- Overall, feedback supports the need for HR to be more transparent, accessible, and communicative.



SWOT SUMMARY

- Strengths
 - Benefits guidance
 - Responsive and professional HR staff
 - Strong follow-through ratings
 - Reliable policy interpretation support
- Weaknesses
 - Communication gaps
 - Onboarding inconsistencies
 - Limited transparency
 - Benefits confusion
 - HR availability challenges
 - SOP/process inconsistencies



SWOT SUMMARY

- Opportunities
 - Revise recruitment & retention strategy
 - Build a structured communication plan
 - Enhance benefits education
 - Improve onboarding and early engagement
 - Centralize HR resources
- Strengthen collaboration across departments
 - Threats
 - Continued turnover and burnout
 - Declining trust in HR and leadership
 - Competitive labor market pressures
 - Compliance risks tied to unclear processes
 - Employee disengagement



LEADERSHIP TAKEAWAYS

- Based on the full data set, key leadership insights are clear:
 - Recruitment & Retention must be the central HR focus in 2027.
 - Internal Communication requires immediate, structured improvement.
 - Benefits education is a consistent pain point and opportunity.
 - Onboarding must transition from transactional to guided and sustained.
 - Employee trust is fragile and can be strengthened through transparency and follow-through.

FINAL SUMMARY

Employees appreciate HR and depend on its support. But the survey reveals a need for more proactive communication, clearer processes, and a more visible and engaged HR presence. Addressing these needs — especially around retention, communication, benefits education, and onboarding — will significantly improve employee satisfaction and organizational alignment.



****Note:** This leadership summary is designed to accompany the full survey document so all staff can see both the detailed results and the high-level interpretation.******

HR CUSTOMER
SATISFACTION
SURVEY –
SUMMARY
RESULTS





WHICH HR
SERVICES OR
ACTIONS MOST
HELP YOU DO YOUR
JOB EFFECTIVELY?

(EXAMPLES:
BENEFITS SUPPORT,
ONBOARDING,
COMMUNICATION,
POLICY GUIDANCE)

Top Themes Identified:

- Benefits Support (Very Frequent)
 - This is one of the strongest and most consistent themes.
 - Many respondents rely on benefits explanations, guidance, and help understanding coverage.
 - Several noted that HR is most responsive/helpful in this area.
- Policy Guidance (Very Frequent)
 - Another dominant theme.
 - Employees value clear, timely interpretations of policies.
 - Some respondents want more proactive help with complicated personnel or departmental issues.
- Communication (Highly Frequent)
 - Communication is mentioned both as a strength and an area needing improvement.
 - Respondents appreciate timely responses and clarity but report inconsistency, lack of follow-through, or missing communication during crucial moments.

WHICH HR SERVICES OR ACTIONS MOST HELP YOU DO YOUR
JOB EFFECTIVELY?
(EXAMPLES: BENEFITS SUPPORT, ONBOARDING,
COMMUNICATION, POLICY GUIDANCE)

Onboarding (Frequent)

- Many employees identify onboarding as an HR service that helps them do their job effectively.
- Some describe it as a core function that works well.

Recruitment / Hiring Support (Moderate Frequency)

- Includes interview coordination, job posting turnaround, job description updates, assistance with hiring processes.
- Quick posting turnaround is highlighted positively.

General HR Support / Responsiveness (Moderate Frequency)

- Some said “all HR services help” or rely on core HR responsibilities broadly.
- Others noted that more support would make their job easier.

Employee Issues / Departmental Issue Support (Small but Important Theme)

- A subset expressed frustration about receiving little help when dealing with internal conflicts or personnel problems.
- Some feel HR defers issues back to supervisors without offering solutions.

Unawareness or Uncertain Use (Small Theme)

- A few respondents said they do not use HR services much or are unsure what services are available.
- Culture and Transparency (Small but Meaningful Theme) - comments highlight the desire for HR to:
 - Be transparent
 - Share common themes from feedback
 - Follow through on actions
- Continue respectful, collaborative communication

Leave / PFMLA / Benefits-Related Clarifications (Small Theme)

- Some respondents specifically noted help with leave questions.

WHICH HR SERVICES OR ACTIONS MOST HELP YOU DO YOUR JOB
EFFECTIVELY?
(EXAMPLES: BENEFITS SUPPORT, ONBOARDING, COMMUNICATION, POLICY
GUIDANCE)
- OVERALL SUMMARY -

Benefits support, policy guidance, communication, and onboarding
are consistently named as the most helpful HR services.



Communication quality and issue-resolution support stand out as
the main opportunities for improvement.



Many employees see HR as essential for information and compliance,
but some feel HR is less helpful when dealing with personnel or
departmental problems.



Respondents appreciate responsiveness and clarity, and several
highlight the value of this survey as a step toward greater transparency
and employee input.

PLEASE RANK THE BELOW
HR SERVICES OF
IMPORTANCE. 1 BEING THE
MOST IMPORTANT, 7 BEING
THE LEAST IMPORTANT.

Across responses, employees overwhelmingly value **timely, clear, transparent communication delivered in a respectful tone**. The strongest themes (in order of frequency) are:

- **Timeliness**
- **Clarity**
- **Transparency**
- **Tone**
- **Accuracy**
- **Completeness / policy interpretation help**
- **Feeling connected to HR**

The combination of **timeliness + clarity** appears in more responses than any other pairing.

PLEASE RATE THE CURRENT
EFFECTIVENESS OF EACH HR SERVICE
SO WE CAN IDENTIFY WHERE
IMPROVEMENTS WILL HAVE THE
BIGGEST IMPACT.
(1 = REQUIRES SIGNIFICANT
IMPROVEMENT – 5 = NO IMPROVEMENT
NEEDED)

Benefits administratio n	Onboarding	Training and development	Use of newsletters/in tranet/update s	Responsivene ss from / ease of reaching HR	Follow- through on questions or issues	Trust in internal messaging
Count of 1: 5	Count of 1: 5	Count of 1: 6	Count of 1: 1	Count of 1: 2	Count of 1: 1	Count of 1: 4
Count of 2: 8	Count of 2: 12	Count of 2: 17	Count of 2: 10	Count of 2: 10	Count of 2: 8	Count of 2: 9
Count of 3: 16	Count of 3: 18	Count of 3:13	Count of 3: 18	Count of 3: 16	Count of 3: 16	Count of 3: 20
Count of 4: 21	Count of 4: 13	Count of 4: 16	Count of 4: 22	Count of 4: 19	Count of 4: 19	Count of 4: 12
Count of 5: 10	County of 5: 12	County of 5: 8	Count of 5: 9	Count of 5: 13	Count of 5:16	Count of 5: 15
Average: 3.38	Average: 3.25	Average: 3.05	Average: 3.47	Average: 3.52	Average: 3.68 (Highest Average Score)	Average: 3.42

PLEASE RATE THE
CURRENT
EFFECTIVENESS OF
EACH HR SERVICE SO
WE CAN IDENTIFY
WHERE
IMPROVEMENTS WILL
HAVE THE BIGGEST
IMPACT.
(1 = REQUIRES
SIGNIFICANT
IMPROVEMENT – 5 =
NO IMPROVEMENT
NEEDED)

- **Quick Insights**
- **Highest average rating:**
Follow-through on questions or issues (3.68)
- **Lowest average rating:**
Training and Development (3.05)
- **Most consistently high-scoring category:**
Responsiveness & Follow-through (strong 4's and 5's)
- **Most mid-range scoring (3's most common):**
Trust in internal messaging

WHERE COULD HR PROVIDE ADDITIONAL HELP OR RESOURCES?

The employee feedback reflects strong appreciation for many HR services, while also highlighting several consistent opportunities for improvement. The themes point to a need for increased clarity, support, and consistency in communication and employee-facing processes. The overall message: **employees want HR to be more accessible, proactive, and supportive—not just procedural.**

1. Strengthen Benefits Support and Navigation (Most Frequent Theme)

- Employees consistently asked for clearer, more proactive, and easier-to-understand benefits information. Key needs include:
- More guidance during open enrollment
- Clearer explanations of benefit options, leaves (FMLA/PFMLA), and HCSP deductions
- Retirement planning resources for early- and mid-career employees
- Consistency in benefits processes year over year
- More reminders and direct communication about deadlines

2. Improve Communication Quality, Transparency, and Reach

- Employees widely reported feeling uninformed or unsure about policy changes, campus-wide news, or departmental updates. Common requests included:
- More transparency in decision-making
- Clear, proactive updates on policies, job expectations, and changes
- Follow-up on questions and issues
- Cross-department communication (what other divisions are doing)
- Multi-channel communication (Hub posts + email + home mail when necessary)

3. Enhance Onboarding, Training, and Early Employee Support

- Many employees described onboarding as too quick, inconsistent, or incomplete. They want:
- More guided training rather than “access granted and walk away”
- Clearer role expectations
- Follow-up beyond Day 1—check-ins during the first months and even first years
- Training for managers and staff on new laws, policies, and processes (e.g., ESST, PFML)

WHERE COULD HR PROVIDE ADDITIONAL HELP OR RESOURCES?

4. Improve Responsive ness and Follow- Through

A recurring theme concerns delays in communications or unresolved inquiries, especially regarding:

Leave administration

Benefits changes

Policy interpretation

Records corrections

Employees emphasized wanting timely, consistent responses and closure.

5. Foster a Supportive, People- Centered HR Culture

Employees expressed a desire for HR to:

Show more care and presence

Be accessible and visible

Support staff through challenges rather than defer issues

Help address workplace concerns such as favoritism or interpersonal challenges

Some comments expressed appreciation for HR's helpfulness, showing a strong foundation to build from.

6. Clarify and Communicate Policy Updates and Processes

Employees want:

Advance notice of policy changes

Clear explanations of policy intent

Fair and consistent enforcement

Accessible summaries (FAQs, quick guides, job-duty guidance)

WHERE COULD HR PROVIDE ADDITIONAL HELP OR RESOURCES?

7. Streamline Systems and Make Resources Easier to Find

- Employees described difficulty navigating multiple platforms and systems. They want:
- Centralized access to information
- Unified resource libraries
- Easier navigation on the Hub
- Clear landing pages for benefits, leave, and policies

8. Provide Clearer Pathways for Employee Concerns and Conflict Resolution

- A smaller but significant portion of employees requested:
- Neutral or confidential channels for reporting issues
- Support for handling favoritism, inconsistencies, or difficult situations
- Clear escalation steps without departmental runaround

Overall Conclusion

- Employees value HR and see it as a critical partner, but they consistently request improvements in **communication, benefits navigation, onboarding/training, and follow-through**. The feedback indicates that HR can have significant positive impact through:
- A structured communication strategy
- Enhanced benefits education
- Stronger onboarding and training programs
- Clear, consistent policy messaging
- Improved responsiveness and relationship-building
- These areas represent opportunities to strengthen employee trust, improve organizational clarity, and increase overall satisfaction with HR services.

HOW WELL DO HR SERVICES SUPPORT THE COUNTY'S
STRATEGIC PLAN GOALS?
(COMMUNICATION, EFFICIENCY, RECRUITMENT/RETENTION,
ENGAGEMENT)?

Counts per Response
Category

- Neutral: 18
- Very Well: 17
- Somewhat Well: 14
- Needs Improvement: 9
- Not At All: 2

Ranked Order (Most to Least
Selected)

- Neutral (18)
- Very Well (17)
- Somewhat Well (14)
- Needs Improvement (9)
- Not At All (2)

The most common response was **Neutral**, suggesting many employees feel HR support is "fine," but not strongly positive.

Very Well is a close second, indicating a substantial number of employees experience HR as supporting strategic goals effectively.

Somewhat Well also has strong representation, showing moderate satisfaction.

Needs Improvement and Not At All represent a smaller but meaningful group whose feedback likely aligns with other themes you've seen (communication, follow-through, onboarding, benefits navigation).

WHICH STRATEGIC PLAN
PRIORITY SHOULD HR
FOCUS ON MOST IN 2027?
(RANK)

1. Enhance Recruitment and Retention — Highest Priority

- This category received:
 - **19 first-place rankings** (the most of any category)
 - Strong placement across the top two ranks
 - Employees overwhelmingly view recruitment and retention as the most critical area for HR to address in 2027. This aligns with broader themes reported in other survey sections—concerns about staffing levels, onboarding quality, workload strain, and competition for talent.

2. Strengthen Internal Communication — Strong Secondary Priority

- This priority earned:
 - **15 first-place rankings**
 - The highest number of **third-place rankings**, showing wide recognition of its importance across the workforce
 - Employees continue to identify communication as a barrier to efficiency, clarity, consistency, and engagement. This reflects similar themes seen in feedback related to benefits, policy updates, and responsiveness.

3. Increase Employee Engagement — Moderate Priority

- This category:
 - Ranked **first** eight times
 - Had the **highest number of second-place rankings (17)**
 - Employees view engagement as important but generally secondary to recruitment/retention and communication. Many employees connected engagement to meaningful support, fairness, transparent processes, and clearer communication—indicating engagement is a *product* of success in the top two priorities.

WHICH STRATEGIC PLAN PRIORITY SHOULD HR FOCUS ON MOST IN 2027? (RANK)

4. Improve SOPs and Efficiency — Lowest Priority

- This category received:
 - Only **4 first-place rankings**
 - By far the **highest number of fourth-place rankings (25)**
 - While efficiency matters, employees clearly see it as less urgent than challenges affecting staffing, communication, and overall organizational health.

Overall Conclusions

The employee rankings form a clear strategic roadmap for HR in 2027:

- **Top Priorities**
 - **Enhance Recruitment & Retention**
 - **Strengthen Internal Communication**
 - These two categories dominate first-place rankings and reflect the most consistent concerns across the entire employee survey.
- **Secondary Priority**
 - **Increase Employee Engagement**
Engagement is important but seen as dependent on improvements in recruitment and communication.
- **Lower Priority**
 - **Improve SOPs and Efficiency**
Employees view efficiency as a long-term operational goal rather than a primary challenge for 2027.

ANY ADDITIONAL COMMENTS?

The final open-ended question generated a wide range of insights. While several responses were “n/a” or “none,” the substantive comments highlight recurring themes related to **retention, communication, benefits, interdepartmental alignment, and organizational culture**. Below is a structured synthesis of the major trends.

Top Themes Identified

1. Retention, Morale, and Recognition (Very Strong Theme)

- Multiple comments express concern that **retention does not feel like an organizational priority**.
- Key points include:
- Staff want more recognition and appreciation for those who stay.
- High turnover is seen as a sign of deeper issues.
- Morale suffers when the focus feels primarily on recruitment rather than supporting existing employees.
- Requests to share exit interview themes (anonymously) to increase transparency.

2. Communication Gaps and Inconsistency (Frequent Theme)

- Several employees highlighted concerns about:
- Lack of communication across offices and departments
- HR being unavailable or silent for extended periods
- Unclear updates about processes such as extra-duty pay
- Desire for transparency around turnover, policy changes, and decisions

3. Benefits, HCSP Program, & Family Benefits (Frequent Theme)

- Some employees requested:
- More flexible and transparent benefits options
- Better family benefits
- Clearer communication around HCSP discontinuation
- Return of discounted gym memberships
- A few comments strongly criticized the HCSP program, citing poor flexibility and high fees.

ANY ADDITIONAL
COMMENTS?

4. Interdepartmental Disconnect & Organizational Cohesion (Medium-Strong Theme)

- Employees commented on:
 - A disconnect between HR and other departments
 - Lack of shared understanding that “all departments are on the same team”
 - Desire for more collaboration, not siloing
 - Community factors (housing, livability) affecting recruitment & retention

5. Praise for HR & Positive Experiences (Moderate Theme)

- Several employees expressed:
 - Appreciation for HR’s professionalism, responsiveness, and onboarding support
 - Positive comments directed specifically to HR staff members
 - Recognition that HR is doing well in some areas

6. Need for More Transparency Around Processes (Moderate Theme)

- Comments included:
 - Desire for follow-up on extra-duty pay
 - Clear instructions for remote access (timecards, paystubs)
 - Transparent HR–union interactions
 - Clearer visibility into Board involvement and oversight

7. Employee Experience & Community-Building Ideas (Smaller but Notable Theme)

- A few creative suggestions included:
 - More social events such as food trucks
 - Opportunities for staff to interact across departments

ANY ADDITIONAL
COMMENTS?

Overall Trends Across Responses

1. Retention → top employee concern, tied directly to morale and communication.

- Employees want the County to focus on understanding *why* people leave and addressing root causes.

2. Communication → seen as inconsistent, unclear, or absent at times.

- This aligns with earlier survey themes and supports prioritizing communication improvements.

3. HR presence & follow-through matter.

- Employees notice when HR is not available or when processes lack closure.

4. Benefits concerns remain prominent.

- Especially HCSP frustration and desire for more family-friendly benefits.

5. Desire for transparency and collaboration.

- Employees want clearer communication involving HR, unions, supervisors, and leadership.

6. Positive HR interactions do exist and are appreciated.

- These comments highlight strengths HR can leverage as part of improvement efforts.

SWOT ANALYSIS

S – STRENGTHS

INTERNAL ADVANTAGES, POSITIVE ATTRIBUTES, OR RESOURCES THAT SUPPORT SUCCESS.

W – WEAKNESSES

INTERNAL LIMITATIONS, CHALLENGES, OR AREAS NEEDING IMPROVEMENT.

O – OPPORTUNITIES

EXTERNAL CHANCES TO IMPROVE, GROW, OR POSITIVELY IMPACT YOUR ORGANIZATION.

T – THREATS

EXTERNAL RISKS OR FACTORS THAT COULD CREATE PROBLEMS OR BARRIERS.

Strengths (Internal Capabilities Working Well)

Strong Benefits Support (especially one-on-one assistance)

Employees consistently praised HR's ability to explain benefits and help navigate specific issues.

Positive Individual Interactions with HR Staff

Several respondents highlighted that HR staff members are professional, helpful, responsive, and supportive during onboarding or problem-solving.

Onboarding is improving and well-received by many newer employees

Some employees reported smooth onboarding and good clarity about next steps.

Follow-through and responsiveness earn high scores in structured ratings

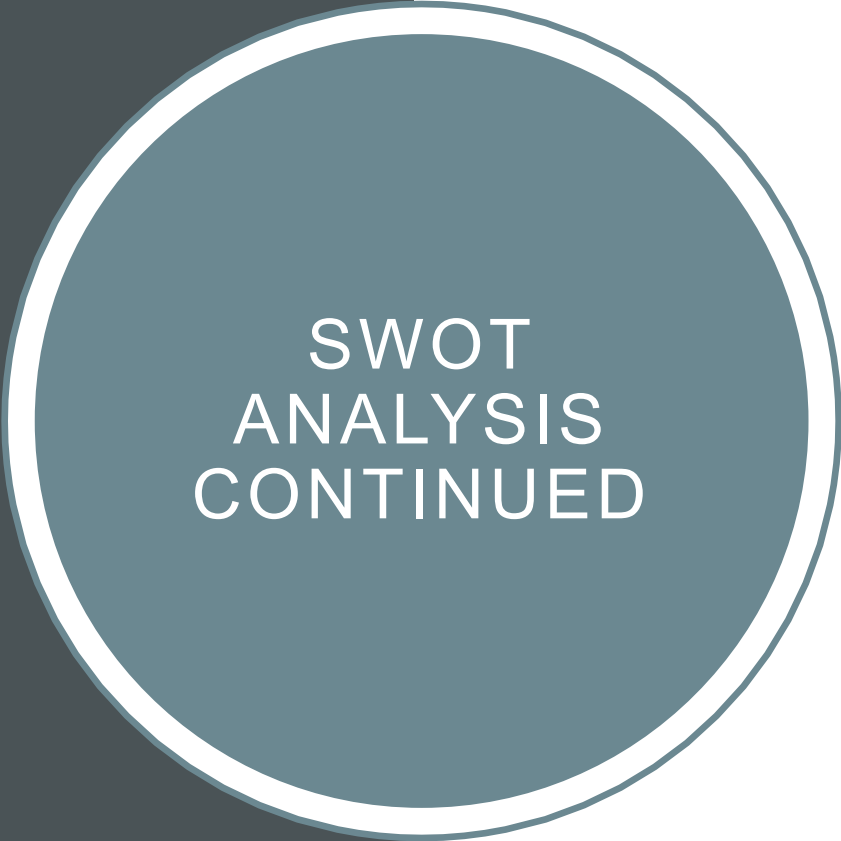
The quantitative ratings show relatively strong averages in these areas, especially compared to national benchmarks.

HR is seen as essential for routine policy guidance and interpretation

Multiple comments and ratings indicate that HR is relied upon for accurate information and compliance support.

Employee appreciation for HR's professionalism and willingness to listen

Even in critical comments, employees often acknowledge the team's effort and approachability.



SWOT ANALYSIS CONTINUED

Weaknesses (Internal Gaps or Pain Points)

1. Communication inconsistency (most frequently cited weakness)

Employees note unclear, late, or missing communication, including:

- Lack of updates on policy changes
- Mixed messages between HR and departments
- Delays in responding or closing the loop
- Confusion about organizational decisions

2. Limited transparency around retention, turnover, and policy decisions

Concerns include:

- No insight into exit interview themes
- Limited transparency about Board-level decision-making
- Perceived secrecy around policy application

3. Onboarding quality is uneven

Many newer employees felt it was strong, but others felt it was:

- Too brief
- Missing structure
- Lacking follow-up beyond initial setup

4. Benefits confusion, especially around HCSP, PFMLA, and enrollment

Employees struggle with:

- Understanding options
- Changing benefits
- Tight open-enrollment windows
- HCSP frustrations (flexibility, fees, no declining option)

SWOT ANALYSIS CONTINUED

Weaknesses (Internal Gaps or Pain Points) - continued

5. HR availability gaps

Some feedback indicated periods where HR was short-staffed or unavailable without explanation.

6. Interdepartmental disconnect

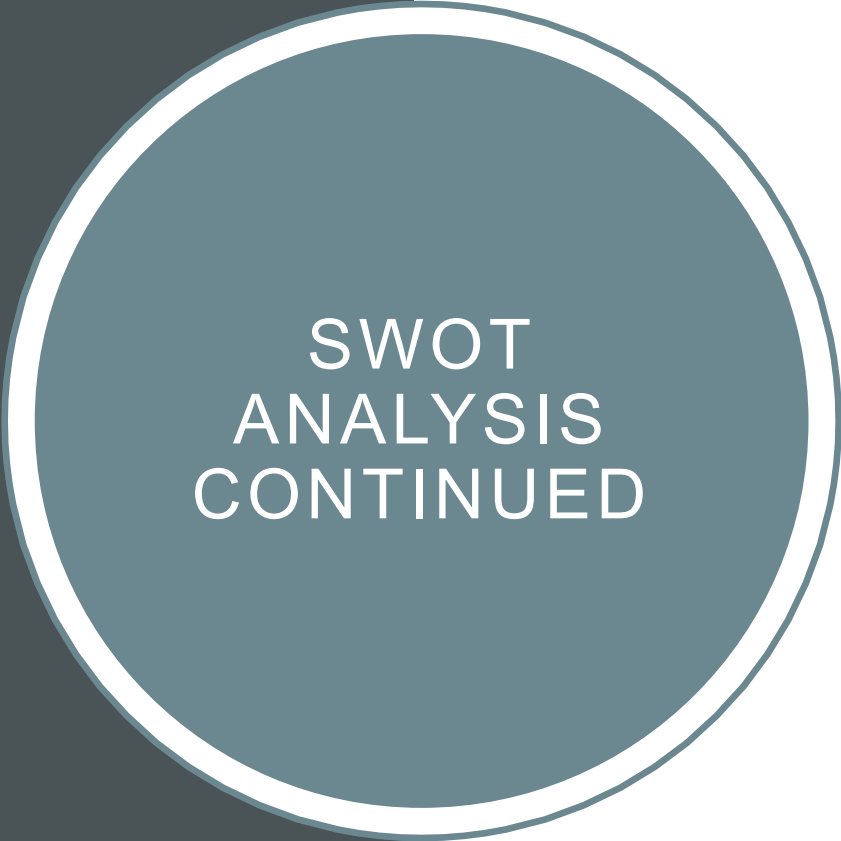
Employees consistently mention a disconnect between departments, including HR, leading to:

- Misalignment
- Silence between teams
- Conflicting expectations

7. SOPs and processes lack clarity and consistency

Frequent complaints about:

- Extra duty pay notifications
- AWS policy changes
- Unclear escalation paths
- Confusing HR systems



SWOT ANALYSIS CONTINUED

Opportunities (Future-Focused Improvements)

1. Recruitment & retention strategy revamp (highest-ranked priority)

Based on rankings, surveys, and open-ended comments, HR can make major impact by:

- Clarifying retention strategy
- Strengthening career pathways
- Supporting supervisors in retention practices
- Analyzing and sharing exit interview themes
- Improving workplace climate and morale

2. Build a comprehensive HR communication strategy

Employees want:

- Clear timing expectations
- Transparent updates
- Proactive rather than reactive communication
- Multi-channel messaging (Hub, email, printed mail, reminders)

SWOT ANALYSIS CONTINUED

Opportunities (Future-Focused Improvements)

3. Create a Benefits Education Program

Opportunities include:

- Annual benefits roadshows or Q&A sessions
- Retirement planning for early/mid career
- Clearer HCSP explanations and timelines
- Simplified summaries and comparison guides

4. Centralize HR resources

Employees asked for a single place to find:

- Forms
- Policies
- Leave information
- Benefit details
- Checklists

5. Strengthen interdepartmental collaboration

Suggestions include:

- More shared events or communication
- Cross-department updates (e.g., what each division does)
- Team-building efforts
- Improved union–HR–Board collaboration

SWOT ANALYSIS CONTINUED

Opportunities (Future-Focused Improvements) - continued

6. Improve onboarding & early employee engagement experience

Based on feedback:

- Structured onboarding timeline (30/60/90-day checks)
- Supervisor toolkit
- Early mentorship or peer “buddy” programs

7. Enhance family-friendly benefits and wellness offerings

Examples employees specifically requested:

- Return of discounted gym memberships
- More supportive family benefit options
- Expanded wellness initiatives

SWOT ANALYSIS CONTINUED

Threats (External Risks if Issues Are Not Addressed)

1. Continued turnover and decreased morale

Retention concerns are a recurring theme. Without improvement:

Remaining staff may experience burnout

Recruitment costs and training time increase

Institutional knowledge continues to erode

2. Distrust in HR and leadership decision-making

Comments reference:

Perceived lack of transparency

Limited communication with the Board

Policy inconsistency

If unaddressed, this impacts organizational culture and engagement.

3. Competitive labor market challenges

Housing affordability, regional competition, and limited candidate pools make retention even more crucial.

4. Compliance risks due to unclear processes

Examples include:

Leave administration delays

SOP confusion

Policy inconsistency

These gaps create legal and operational risks.

5. Employee disengagement

If communication, recognition, and transparency concerns persist:

Engagement declines

Productivity and service quality may drop

HIGH-LEVEL CONCLUSIONS FOR LEADERSHIP

Based on the full data set from all survey sections:

Recruitment & Retention is the clear top priority for 2027.

Internal Communication is the strongest recurring theme across all survey questions.

Benefits education and clarity are persistent needs.

Onboarding, follow-through, and HR visibility show both strengths and improvement areas.

Employees want HR to be more transparent, collaborative, and proactive.

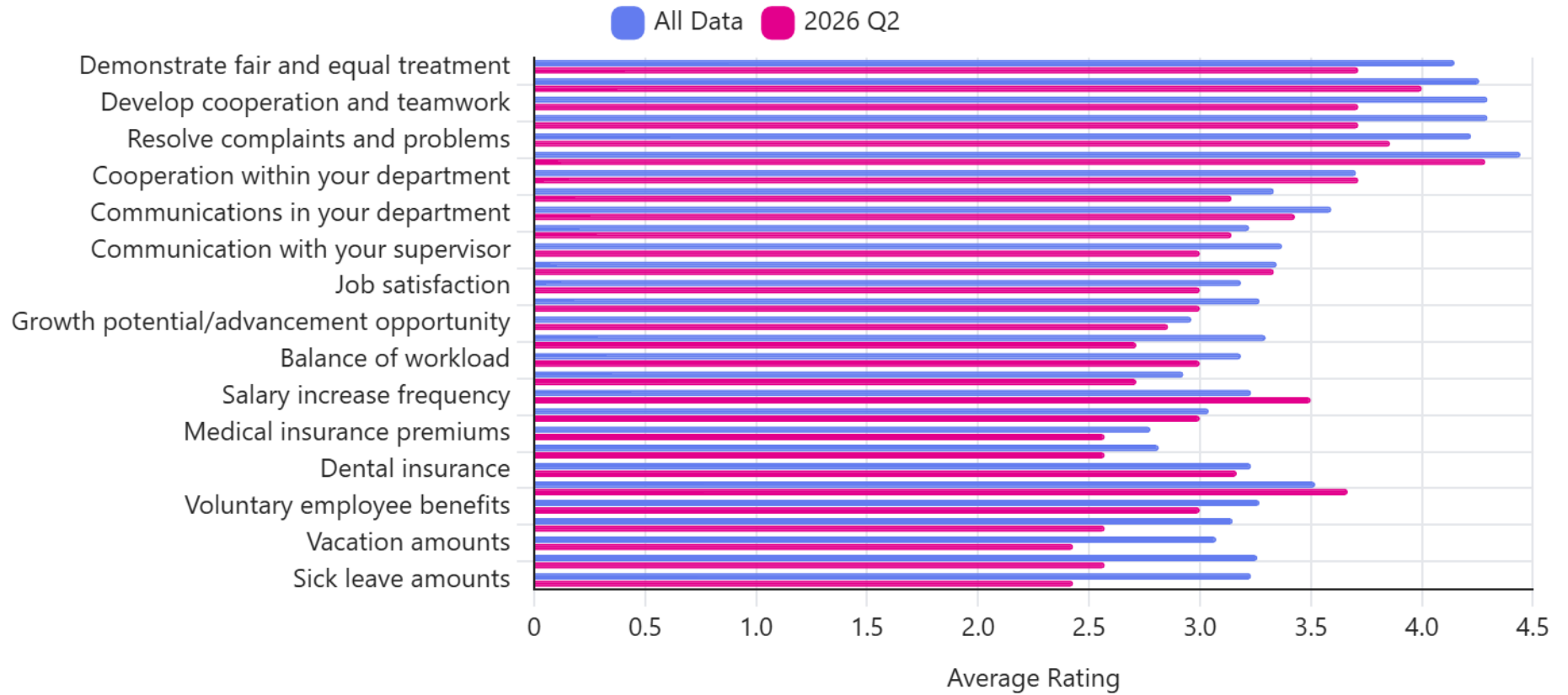
Morale and trust require intentional focus.

This SWOT analysis highlights where HR can invest efforts to align with employee needs, strengthen organizational health, and support the County's Strategic Plan.

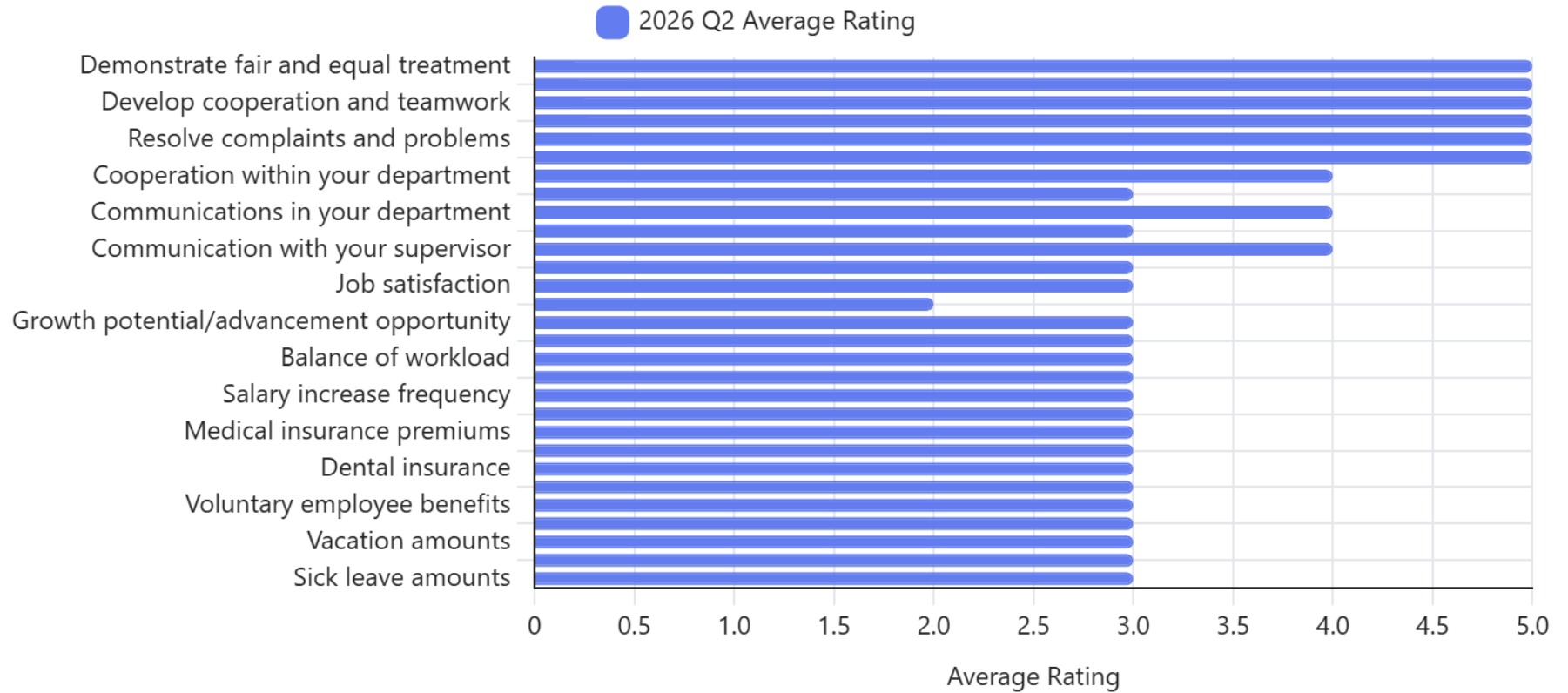
Requested Meeting Date: July 21, 2026
(Board meets the 1st and 3rd Tuesday of each month)

Title of Item for Consideration: Review 2026 Quarter 2 Employee Exit Survey Responses	
Agenda Type Regular	Estimate Time Needed: 20 minutes Informational
Submitted by: Karly Fetters	Department: Administrative Services Office
Who will attend the meeting and be able to respond to questions? Give name and title: Karly Fetters, Personnel Director	
Summary of Issue (include previous Board or Committee actions and/or minutes, as well as applicable dates): The Administrative Services Office is bringing the 2026, Quarter 2 Employee Exit Survey data for the County Board's review.	
Alternatives/Options/Comments:	
Recommended Action/Motion: Review 2026, Quarter 2 Employee Exit Survey Responses	
Financial Impact: No	
Financial Expense:	
Are Funds Available?	
Additional Information Attached: 2026, Quarter 2 Employee Exit Survey Responses	
Has Contract Been Approved by the County Attorney?	

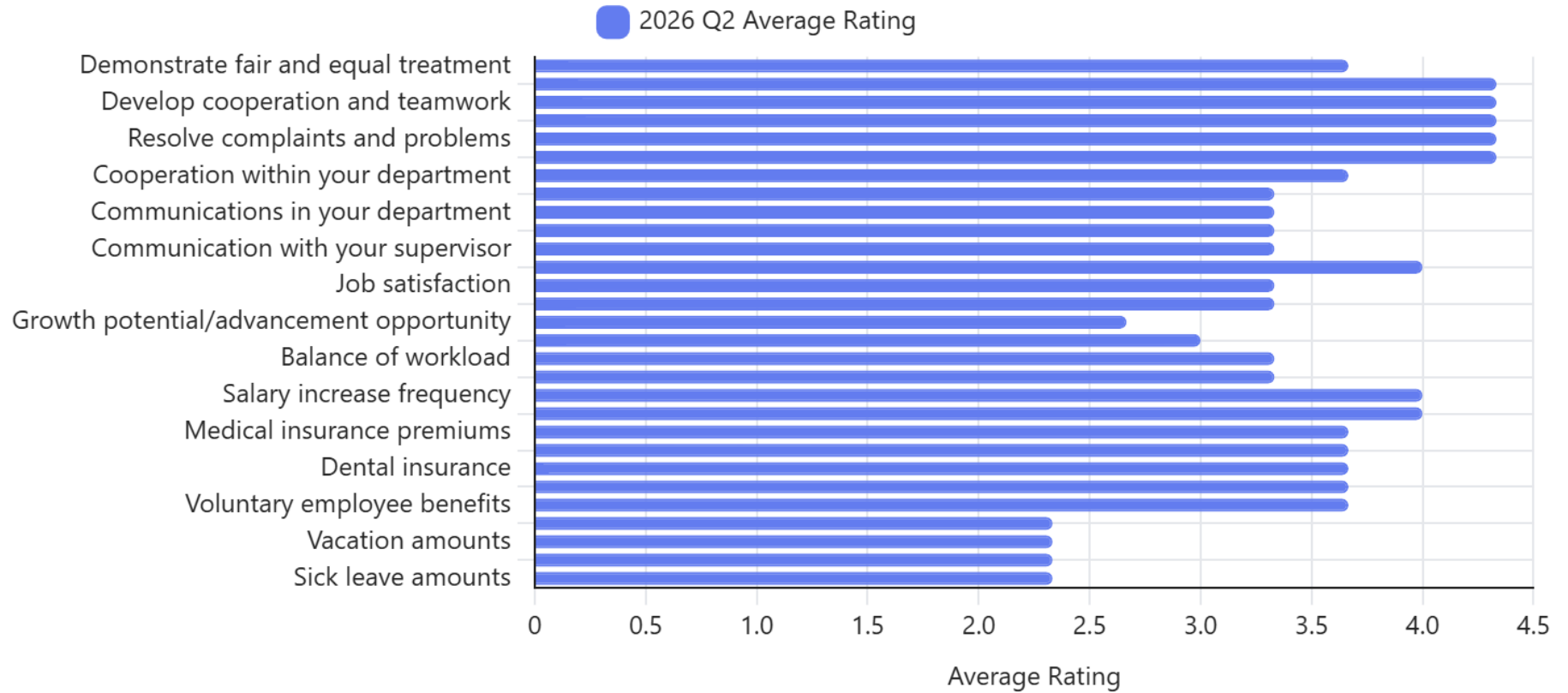
Average Ratings Comparison (All Data vs 2026 Q2)



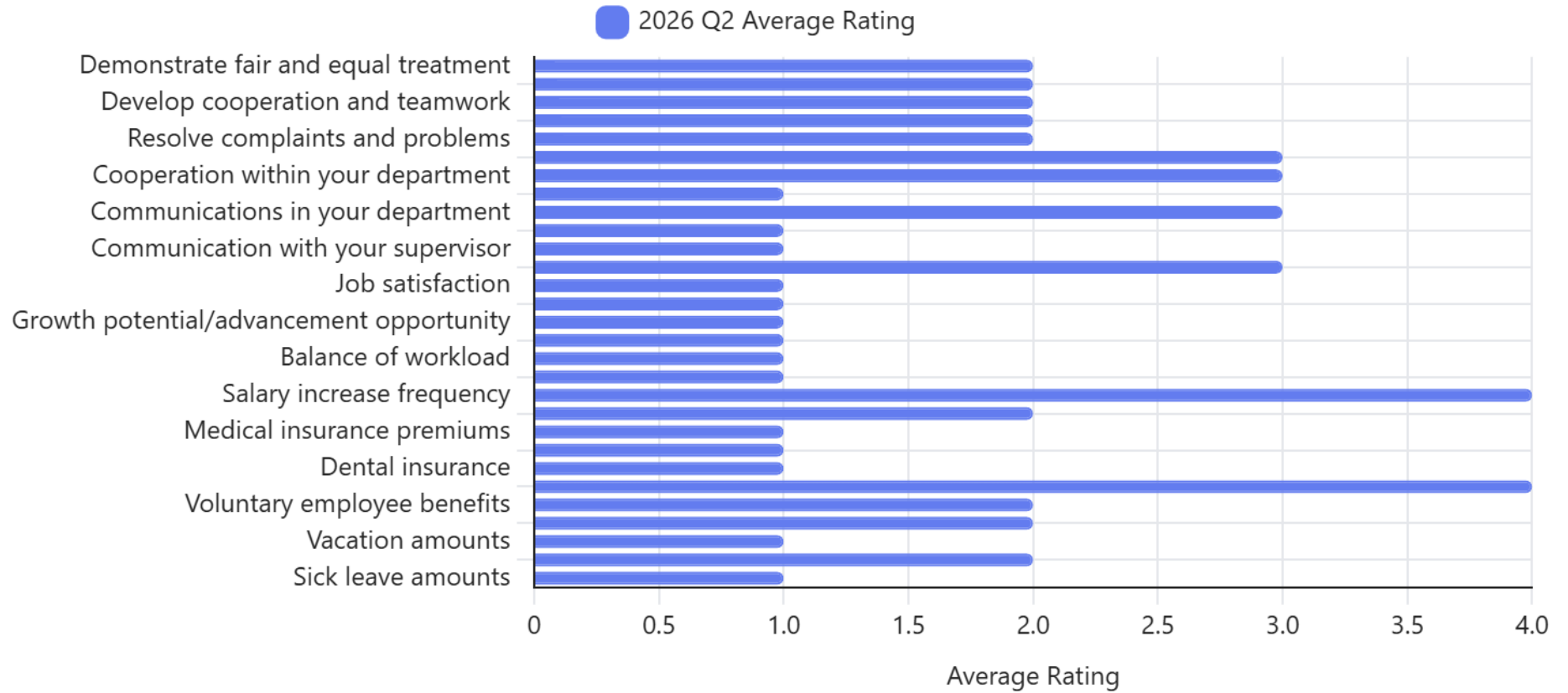
Average Ratings – Administrative Services Office (Q2 2026)



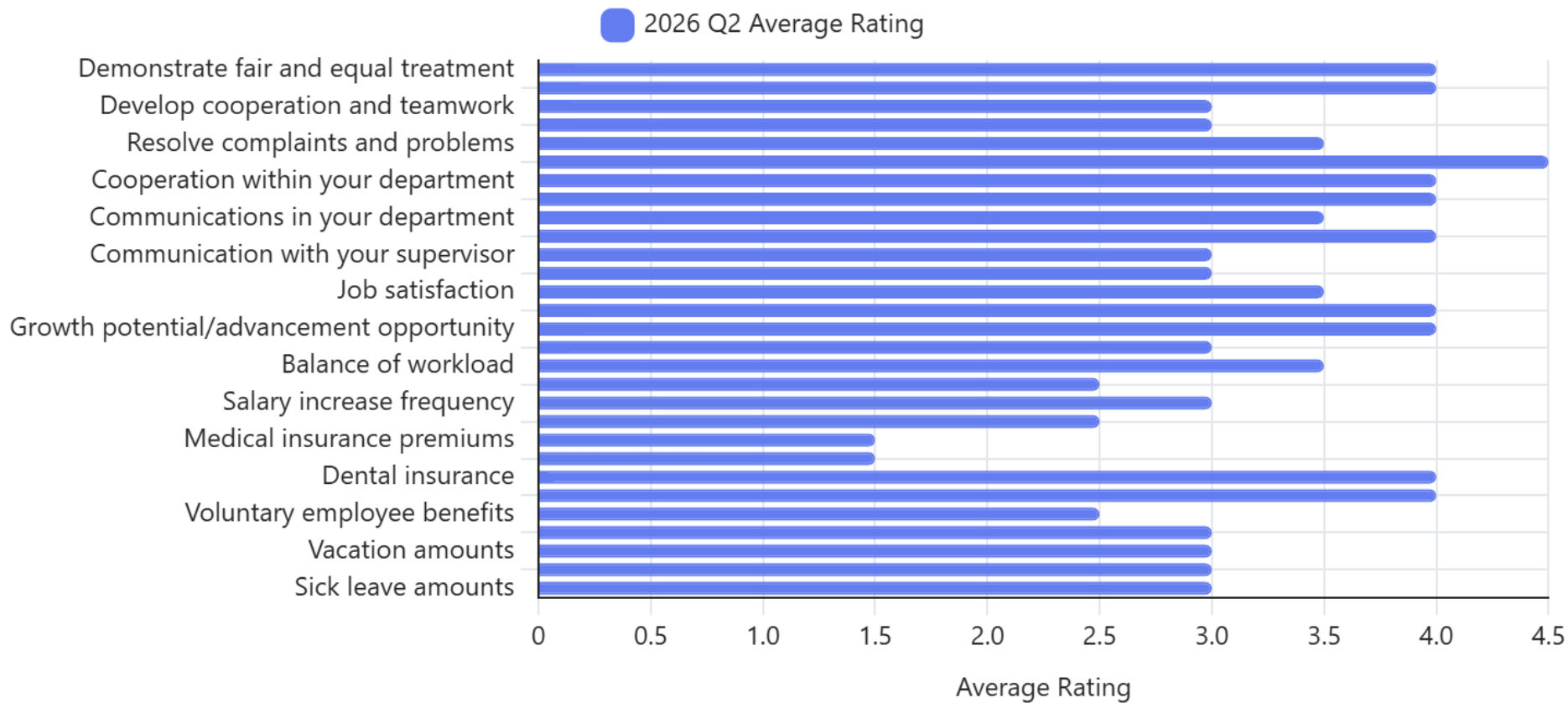
Average Ratings – Community & Veteran's Services Office (Q2 2026)



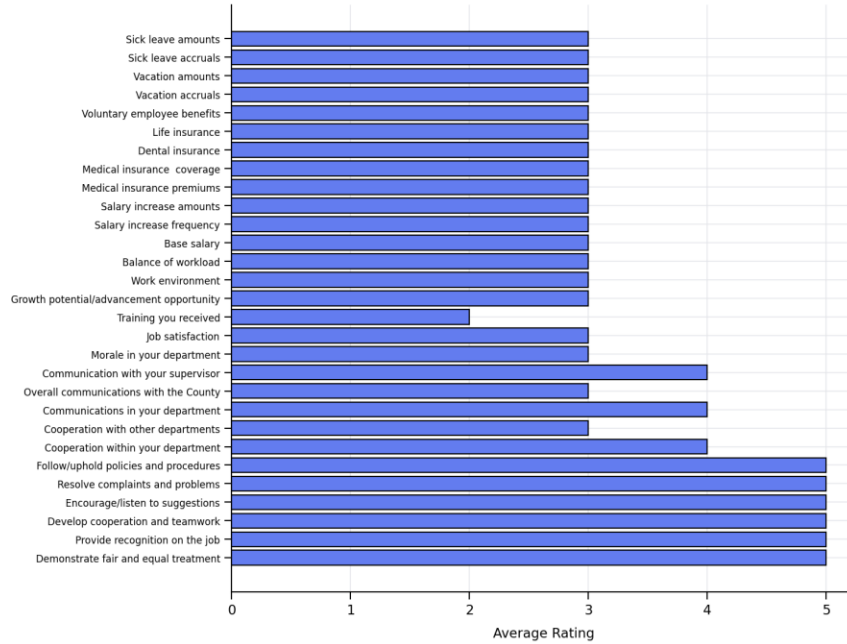
Average Ratings – Public Works (Q2 2026)



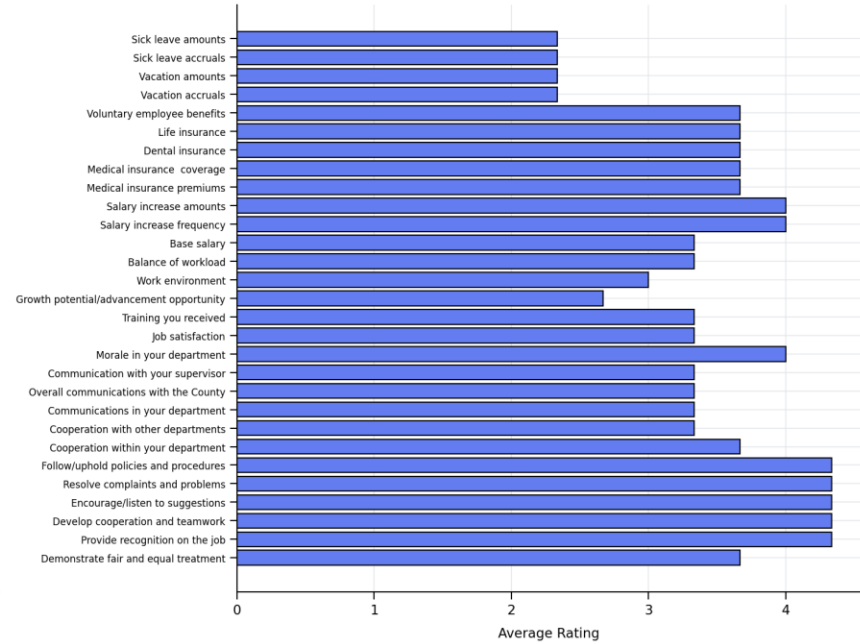
Average Ratings – Sheriff's Office (Q2 2026)



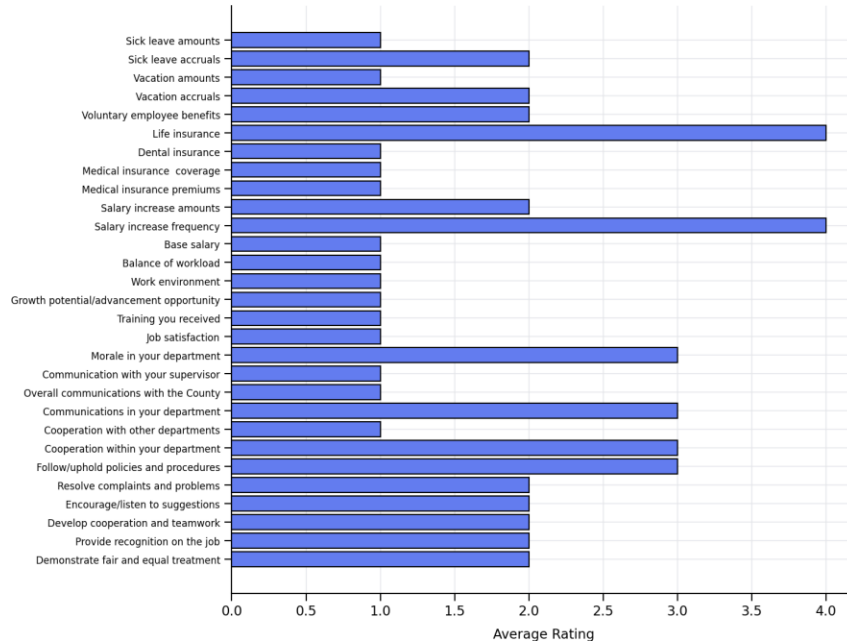
Administrative Services Office – Q2 2026 Average Ratings



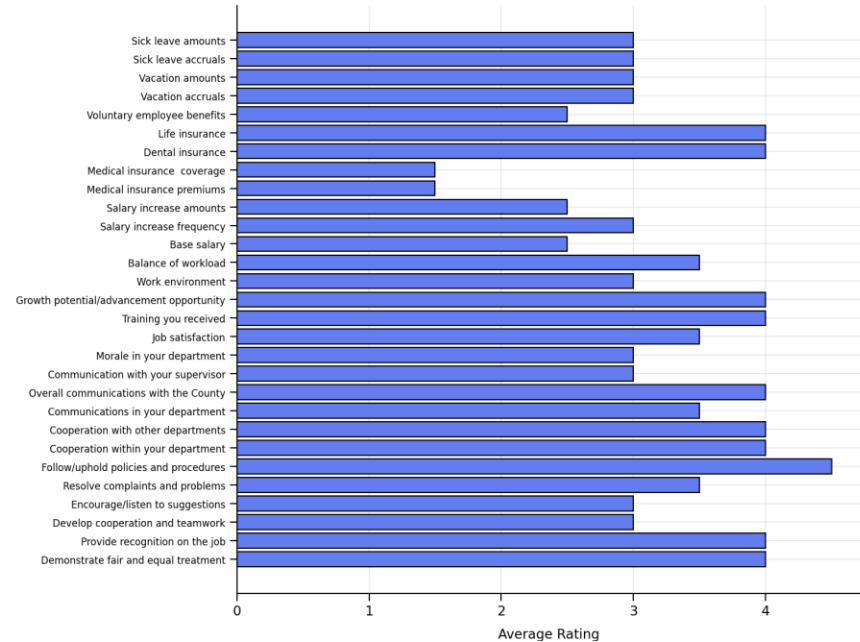
Community & Veteran's Services Office – Q2 2026 Average Ratings



Public Works – Q2 2026 Average Ratings



Sheriff's Office – Q2 2026 Average Ratings



Requested Meeting Date: July 21, 2026
(Board meets the 1st and 3rd Tuesday of each month)

Title of Item for Consideration: Consider Interim Engineer Agreement with Isanti County	
Agenda Type Regular	Estimate Time Needed: 5 minutes Approve/Deny Motion
Submitted by: Doug Hansen	Department: Administrative Services Office
Who will attend the meeting and be able to respond to questions? Give name and title: Doug Hansen, County Administrator	
Summary of Issue (include previous Board or Committee actions and/or minutes, as well as applicable dates): An agreement has been prepared to arrange for interim county engineer services from Isanti County. This agreement has been reviewed by both counties, and is similar to those used by other counties in similar situations.	
Alternatives/Options/Comments: N/A	
Recommended Action/Motion: Approve and authorize execution of the interim engineer agreement with Isanti County.	
Financial Impact: No	
Financial Expense: \$12,500/month	
Are Funds Available? Yes	
Additional Information Attached: Agreement	
Has Contract Been Approved by the County Attorney? N/A	

AGREEMENT FOR HIGHWAY ENGINEER SERVICES

BETWEEN ISANTI COUNTY AND MILLE LACS COUNTY

July 21st, 2026

This Agreement made as of the 21st day of July 2026, (the “Effective Date”), between the County of Mille Lacs, a duly organized County within the State of Minnesota, and the County of Isanti, a duly organized County within the State of Minnesota, for the purpose of continuing to provide engineering services to Mille Lacs County while there remains a vacancy in the County Highway Engineer position.

WHEREAS, the County Board of each County must appoint and employ a County Highway Engineer for every duty and responsibility imposed by law; and

WHEREAS, Mille Lacs County’s Highway Engineer position is currently vacant; and

WHEREAS, a County may contract for engineering services with another County upon such terms as mutually agreed upon pursuant to MN Statutes § 163.07, subd.9; and

WHEREAS, a County Board is authorized to employ and engage the services of a registered professional engineer to act as a consultant in connection with the construction of roads and bridges on County State-Aid highways upon request of the County highway engineer; and

WHEREAS, Mille Lacs County bears the responsibility for construction and maintenance of their State-Aid system; and

WHEREAS, Isanti County employs a highway engineer meeting the statutory qualifications of a County highway engineer in the state of Minnesota; and

WHEREAS, the Isanti County Board of Commissioners is willing to continue to contract for interim engineering services with Mille Lacs County for the benefit of the State and County; and

WHEREAS, the Mille Lacs County Board of Commissioners is actively seeking a new County highway engineer.

NOW, THEREFORE, be it agreed upon:

1. The Isanti County Board of Commissioners shall continue to provide to the Mille Lacs County Board of Commissioners the services as defined herein of its County Highway Engineer, Justin Bergerson, (the “ENGINEER”). Isanti County agrees that the services provided to Mille Lacs County will be delivered by a licensed engineer registered as a highway engineer with the State of Minnesota. Isanti County further agrees that the services will not be provided by a substituted professional without Mille Lacs County’s express written consent.

2. The ENGINEER shall act as a consultant to Mille Lacs County in connection with the construction of roads and bridges on County State-Aid highways, and shall upon request of the County Board, complete other duties and responsibilities imposed by law upon the County Highway Engineer, as limited by this Agreement.
3. The Isanti County Highway Department's Office will bill Mille Lacs County at the rate of \$12,500 per month for work providing services pursuant to this Agreement.
4. The Isanti County Highway Department Office will bill Mille Lacs County at the Federal mileage rate for all travel conducted when providing engineering services. The ENGINEER will limit the number of miles traveled with the Isanti County vehicle as most practical.
5. The ENGINEER remains the appointed County Highway Engineer of Isanti County. This Agreement does not appoint Isanti County's highway engineer as Mille Lacs County's highway engineer. The Engineer is a Isanti County Employee and shall at all times herein be considered a Isanti County Employee. The Engineer will not be considered a Mille Lacs County employee. The ENGINEER shall be subject to the personnel and other policies of Isanti County.
6. The ENGINEER shall facilitate bridge program administration services through this Agreement to support Mille Lacs County's bridge inspection Team Leader. If a damage or critical deficiency bridge inspection becomes necessary while this Agreement remains in effect, the Mille Lacs County Board of Commissioners hereby authorizes immediate services of qualified consultant engineering personnel to carry out the responsibilities for said bridge rating(s) and report(s).
7. The ENGINEER shall have discretion and authority to set the time spent in each County to fairly and equitably distribute his time according to good engineering practices.
8. The ENGINEER will represent only Isanti County on all associated organizations and committees.
9. On the ENGINEER's behalf, the Mille Lacs County Highway Department will review applications and issue or deny oversize/overweight permits for roads under Mille Lacs County's jurisdiction.
10. Either party shall have the unilateral right to terminate this agreement upon 10 business day's written notice to the other County, acting through its County Board.
11. Each party shall be liable for its own acts to the extent provided by law and hereby agrees to indemnify, hold harmless and defend the other, its officers and employees against any and all liability, loss, costs, damages, expenses, claims or actions, including attorney's fees which the other, its officers and employees may hereafter sustain, incur or be required to pay, arising out of or by reason of any act or omission of the party, its agents, servants or employees, in the execution, performance or failure to adequately perform its obligations pursuant to this Agreement. In order to ensure that each party will be able to provide indemnification as required by the above provision, each party will maintain general liability and automobile liability with coverage limits not less than those prescribed under MN Statute §466.04; and Workers' Compensation insurance coverage or self-insurance in accordance with the Minnesota statutory requirements. Said policies shall be kept in effect during the entire term of this Agreement. Isanti County will not bond for highway engineer services in Mille Lacs County.

12. This Agreement does not include routine attendance at Mille Lacs County Board meetings. The ENGINEER shall provide quarterly updates to the Mille Lacs County Board as needed, with the content and timing of these updates agreed upon by both parties.
13. CONTRACT TERM: The original term of this agreement was effective July 16, 2024 and came to the 6-month review date on January 16, 2025. This agreement is to extend the contract on a month-by-month basis, as needed but not to exceed 6 months or at such a date when the Mille Lacs County Board of Commissioners appoints and employs a new registered County Highway Engineer and the services of the ENGINEER are no longer needed for the transition of duties. The Mille Lacs County Board of Commissioners agrees to actively pursue a qualified Engineer during the entirety of this agreement.
14. ASSIGNMENT: Neither Isanti County nor Mille Lacs County may assign, delegate, or otherwise transfer this Agreement or any of its rights or obligations hereunder without the prior written consent of the other, which consent shall not be unreasonably withheld.
15. NON-WAIVER AND CUMULATION OF REMEDIES: The failure by either party at any time to enforce the provisions of this Agreement, or any right or remedy available hereunder, or at law, or in equity, or to exercise an option herein provided, shall not constitute a waiver of such provision, right, remedy or option, or in any way affect the validity of this Agreement. The waiver of any default by either party shall not be deemed a continuing waiver, but shall apply solely to the instances to which such waiver is directed. The remedies provided under this Agreement shall be cumulative and not alternative, and the election of any one remedy for breach shall not preclude the pursuit of other remedies.
16. DATA PRIVACY: Mille Lacs County agrees to abide by the applicable provisions of the Minnesota Data Practices Act, Minnesota Statutes, Chapter 13, HIPAA requirements, and all other applicable State or Federal rules, regulations or orders pertaining to privacy or confidentiality.
17. RECORDS RETENTION AND AVAILABILITY/AUDIT: Isanti County and Mille Lacs County shall keep pertinent business records pursuant to this Agreement. Such records shall be maintained for at least 6 years from the date services or payment were last provided, or longer if any audit in progress requires a longer retention period. All accounting records shall be kept in accordance with generally accepted accounting practices. Both parties shall have the right to audit and review all such documents and records at any time during regular business hours or upon reasonable notice. These records are subject to examination, duplication, transcription and audit by either County, and/or the Legislative or State Auditor of the State of Minnesota pursuant to MN Statute §16C.05, subd.5. The records may also be subject to review by the Comptroller General of the United States, or a duly authorized representative, if Federal funds are utilized for any work during the term of this Agreement. Each entity shall keep and be responsible for its own respective records and shall not co-mingle or maintain them together for repository purposes. Accordingly, Mille Lacs County shall provide, at their expense, a county-issued computer and cell phone for the ENGINEER to conduct business on behalf of Mille Lacs County. Mille Lacs County shall provide the ENGINEER access to all pertinent business records necessary to perform the duties of the County Engineer.
18. ENTIRE AGREEMENT: This Agreement embraces the entire Agreement between the parties. No oral agreement or representation concerning this Agreement shall be binding.

19. SEVERABILITY: Every provision of this Agreement shall be construed, to the extent possible, so as to be valid and enforceable. If any provision of this Agreement so constructed is held by a Court of competent jurisdiction to be invalid, illegal or otherwise unenforceable, such provision shall be deemed severed from this Agreement, and all other provisions shall remain in full force and effect.

20. AMENDMENTS: This Agreement may be altered, extended, changed or amended in writing by mutual agreement of the parties when dated and attached hereto without altering the other terms of this Agreement.

IN WITNESS WHEREOF, Isanti County and Mille Lacs County have caused this Agreement to be executed by the persons authorized to act in their respective names on the date shown below.

Approved at the Isanti County Board
Meeting this __ day of _____.

By _____
Chair of County Board

Attest:

By _____
County Administrator

Approved at the Mille Lacs County Board
Meeting this __ day of _____.

By _____
Chair of County Board

By _____
County Administrator

Approved as to form and execution:

Date: _____

Isanti County Attorney