

1. 9:30 A.M. Agenda And Meeting Materials

Documents:

[JULY 21 PACKET.PDF](#)

**POLK COUNTY BOARD**

**MEETING LOCATION:**  
**POLK COUNTY ENVIRONMENTAL SERVICES (TRANSFER STATION)**  
**320 INGERSOLL AVENUE**  
**CROOKSTON, MN**

**AGENDA**

**JULY 21, 2020**

**9:30 A.M. MEETING OPEN/CONVENE**

**CALL TO ORDER**

**REVIEWAL & APPROVAL OF THE AGENDA**

**CONSENT AGENDA**

1. Approve Commissioner Warrants and Sign Audit List.
2. Approve the June 23 and July 7, 2020 Board minutes.
3. Approve payment to US Bank, St. Louis, MO in the amount of \$52, 597.96 for procurement card purchases.
4. Approve payment to Card Member Services, St. Louis, MO in the amount of \$829.56 for credit card purchases.
5. Approve for payment Lost Warrant No. 46702 dated January 24, 2020 issued Ross Olsen in the amount of \$25.00.

**COUNTY BOARD MEMBERS ISSUE FORUM**

**9:55 MARK DIETZ – FACILITIES**

1. Fill Open Maintenance I Position - FTE

**10:00 KURT ELLEFSON – VETERANS SERVICES**

1. Resolution (2020-62) Veterans Service Office Operational Enhancement Grant Program 2021 CVSO Grant

**10:15 KAREN WARMACK – SOCIAL SERVICES**

1. Office Support Specialist Replacement Request
2. Social Worker – Child Protection Specialist (CPS) Replacement Request

**10:20 RICHARD SANDERS - HIGHWAY**

1. County Ditch 19 Maintenance Request
2. 2021 Equipment Replacement

**10:30 NICOLE BERND – WEST POLK SOIL & WATER CONSERVATION DISTRICT**

1. WPSWCD 2021 Budget Proposal
2. Wild Rice-Marsh 1W1P Summary

**10:50 CHUCK WHITING - ADMINISTRATOR**

1. CARES Funds and Options
2. County Administrator Review Process
3. 2021 Budget Status

**ADJOURN**

If you need any type of accommodation to participate in the Polk County Board meeting, please contact Chuck Whiting at (218) 281-5408 at least 1 working day before the meeting. This board agenda is subject to change without notice.

**JUNE 23, 2020**  
**BOARD MINUTES**

Pursuant to motion of adjournment, the Polk County Board of Commissioners met in regular session at 8:00 o'clock a.m., June 23, 2020 at Environmental Services, 320 Ingersoll Avenue, Crookston, MN. Members present: Commissioner Gerald Jacobson, Commissioner Warren Strandell, Commissioner Gary Willhite, Commissioner Joan Lee and Commissioner Don Diedrich and Charles S. Whiting, County Administrator, Clerk of the Board. Other present: Michelle Cote, Deputy Clerk of the Board.

**AGENDA**

A motion was made by Commissioner Jacobson seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve the June 23, 2020 agenda.

**CONSENT AGENDA**

A motion was made by Commissioner Strandell seconded by Commissioner Diedrich and adopted by unanimous vote of the Board to approve the June 23, 2020 Consent Agenda:

1. Approve the June 16, 2020 Board minutes.
2. Approve payment to Outlet Recreation.Com, Clearwater, MN in the amount of \$27,204.00 for an incident command trailer for the Sheriff's Office.

**COUNTY BOARD MEMBERS ISSUE FORUM**

1. Commissioner Jacobson brought forth discussion regarding a potential land sale to DNR in the Fertile area. He feels the owner has made appropriate attempts to sell privately and will have zero impact on the tax revenue. He also attended the Northwestern Mental Health Center meeting where the focus was on finances. Discussion was also brought forth regarding the removal of Polk County representation from the Northwestern Mental Health Center Board, Administrator Whiting was asked to facilitate. Commissioner Jacobson also brought forth discussion about a call received from a taxpayer regarding a gravel pit and a potential drainage issue.
2. Commissioner Strandell brought forth that he participated in the Polk County Building Committee meeting where the committee was assured that the Northwestern Mental Health Center space would be complete by July 1, 2020. Delays have already occurred. He also participated in the Tri-County Community Corrections Personnel Committee meeting where the Employee Handbook was finalized.
3. Commissioner Willhite brought forth that he attended the Polk County Building Committee meeting. In addition, he participated in a LARL meeting where the focus was the 2021 budget where there is a 2.6% increase proposed for the Polk County share of funding. The COVID-19 impact was the furlough of four employees as a cost savings measure. Commissioner Willhite also brought forth discussion of the completed East Shore parking and a significant number of complaints posted on social media.
4. Commissioner Lee brought forth that she attended the East Polk County Soil and Water Conservation District meeting. They recently had to return approximately \$4,000 to BWSR as unused grant funds. In addition, the 2020 Tree Program registered a loss of about \$900.00. Commissioner Lee also participated in an AMC Board of Directors meeting in addition to a SCHSAC meeting

5. Commissioner Diedrich brought that he attended the Northwestern Mental Health Center Board meeting.

**SHERIFF**

Jim Tadman, Polk County Sheriff came before the Board with matters pertaining to his department:

1. **Resolution (2020-56) 2020 State of MN Boat and Water Operations Grant**

**2020 State of Minnesota Boat and Water Operations Grant**  
**RESOLUTION (2020-56)**

The following resolution (2020-56) was offered by Commissioner Jacobson:

WHEREAS, Polk County Sheriff's Office would like to enter into Agreement with State of Minnesota and accept the 2020 Annual County Boat & Water Grant; and;

WHEREAS, Polk County Sheriff's Office wishes to have the County Board formally accept the 2020 State of Minnesota Annual Boat & Water Grant in the amount of \$6,003.00.

NOW THEREFORE BE IT RESOLVED, By the County Board of Polk County Minnesota as follows:

1. The Polk County Sheriff's Office applied for 2020 State of Minnesota Annual Boat & Water Safety Grant Agreement for \$6,003.00 for the dates of January 1, 2020 through June 30, 2021. Polk County Sheriff's Office would like the Commissioners to accept entering into Grant Agreement with the State of Minnesota.

Commissioner Lee seconded the foregoing resolution and it was declared adopted upon the following vote: YEAS: Lee, Diedrich, Willhite, Strandell and Jacobson. NAYS: None.

2. **Approve/Signature the 2020 State of Minnesota Annual County Boat & Water Safety Grant Agreement**

A motion was made by Commissioner Jacobson seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve and sign the 2020 State of Minnesota Annual County Boat and Water Safety Grant Agreement as presented to the Board. (Agreement on file in the Administrator's Office)

3. **Monthly Sheriff Reports**

The May monthly Sheriff Reports were discussed and presented to the Board. (Monthly reports on file in the Administrator's Office)

4. **Resolution (2020-57) Accepting Financial Donations On Behalf Of Polk County Sheriff's Office From Dick & Audrey Hebert, Mesa, AZ**

**Resolution Accepting Financial Donations On Behalf Of Polk**  
**County Sheriff's Office From Dick & Audrey Hebert, Mesa, AZ**  
**RESOLUTION (2020-57)**

The following resolution (2020-57) was offered by Commissioner Diedrich:

WHEREAS, Dick and Audrey Hebert of Mesa Arizona have made a financial donation of \$2,000.00 to support the Polk County Sheriff's Office in Polk County; and

WHEREAS, Polk County Sheriff's Office, wishes to have the County Board formally accept these financial donations on behalf of Polk County Sheriff's Office and put towards a Speed Trailer.

NOW THEREFORE BE IT RESOLVED, By the County Board of Polk County, Minnesota as follows:

1. The Polk County Board of Commissioners on behalf of the Polk County Sheriff's Office hereby accepts the financial donations from Dick and Audrey Hebert, which is listed above.

Commissioner Willhite seconded the foregoing resolution and it was declared adopted upon the following vote. YEAS: Lee, Diedrich, Willhite, Strandell and Jacobson. NAYS: None.

**5. Resolution (2020-58) Accepting Financial Donation On Behalf Of Polk County Sheriff's Office From American Crystal Sugar Company**

**Resolution Accepting Financial Donations On Behalf Of Polk County Sheriff's Office From American Crystal Sugar Company**  
**RESOLUTION (2020-58)**

The following resolution (2020-58) was offered by Commissioner Lee:

WHEREAS, American Crystal Sugar Company made a financial donation of \$1,000.00 to support the Polk County Emergency Management Office in Polk County; and

WHEREAS, Polk County Emergency Management Office, wishes to have the County Board formally accept these financial donations on behalf of Polk County Emergency Management Office and put towards Personal Protective Equipment or Safety Equipment.

NOW THEREFORE BE IT RESOLVED, By the County Board of Polk County, Minnesota as follows:

1. The donation from American Crystal Sugar Company, which is listed above, is hereby accepted by the Polk County Board of Commissioners on behalf of the Polk County Emergency Management Office.

Commissioner Strandell seconded the foregoing resolution and it was declared adopted upon the following vote. YEAS: Lee, Diedrich, Willhite, Strandell and Jacobson. NAYS: None.

## **PLANNING AND ZONING**

Jacob Snyder, Environmental Specialist/Planning and Zoning Administrator came before the Board with matters pertaining to Planning and Zoning:

### **1. Award Septic Grant Loan Fix-Up Projects:**

#### **a. Carol Aaland – Rosebud Township**

A motion was made by Commissioner Lee seconded by Commissioner Diedrich and adopted by unanimous vote of the Board to award a Low-Income Septic Fix-Up Grant to Carol Aaland to upgrade their failing septic system and to award the bid to Dick's Backhoe Service, Wade Delage L#2495, who was the low bidder in the amount of \$10,645.00 and will be installing the septic system.

#### **b. Hazel Trogstad – Queen Township**

A motion was made by Commissioner Diedrich seconded by Commissioner Lee and adopted by unanimous vote of the Board to award a Low-Income Septic Fix-Up Grant to Hanzel Trogstad to upgrade her failing septic system and to award the bid to Sherman's Backhoe Service, Ryan Sherman L#3371 who was the low bidder in the amount of \$6,951.75 and will be installing the septic system.

#### **c. Jeremiah & Jamie Wishard – GrovePark Tilden Township**

A motion was made by Commissioner Jacobson seconded by Commissioner Strandell and adopted by unanimous vote of the Board to award a Low-Income Septic Fix-Up Grant to Jeremiah & Jamie Wishard to upgrade their failing septic system and to award the bid to Sherman's Backhoe, Ryan Sherman L#3371 who was the low bidder in the amount of \$9,169.75 and will be installing the septic system.

#### **d. Marland & Cheryl Rue – Queen Township**

A motion was made by Commissioner Lee seconded by Commissioner Jacobson and adopted by unanimous vote of the Board to award a Low-Income Septic Fix-Up Grant to Marland & Cheryl Rue to upgrade their failing septic system and to award the bid to Sherman's Backhoe Service, Ryan Sherman L#3371 who was the low bidder in the amount of \$11,164.70 and will be installing the septic system.

#### **e. Wendy Smeby – Knute Township**

A motion was made by Commissioner Lee seconded by Commissioner Strandell and adopted by unanimous vote of the Board to award a Low-Income Septic Fix-Up Grant to Wendy Smeby to upgrade their failing septic system and to award the bid to Hedlund Backhoe Service, Shawn Hedlund L#2970 who was the low bidder in the amount of \$10,000.00 and will installing the septic system.

#### **f. Ben & Tiffany Walsvik – Roome Township**

A motion was made by Commissioner Strandell seconded by Commissioner Jacobson and adopted by unanimous vote of the Board to award a Loan Septic Fix-Up Grant to Ben & Tiffany Walsvik to upgrade their failing system and to award the bid to Olson & Sons Backhoe Service, Tim Olson L#1620 who was the low bidder in the amount of \$12,300.00 and will be installing the septic system.

#### **g. Paul & Amber Kazmierczak – GrovePark Tilden Township**

A motion was made by Commissioner Jacobson seconded by Commissioner Diedrich and adopted by unanimous vote of the Board to award a Loan Septic Fix-Up Grant to Paul & Amber Kazmierczak to upgrade their failing system and to

award the bid to Hedlund Backhoe Service, Shawn Hedlund L#2970 who was the low bidder in the amount of \$19,409.00 and will be installing the septic system.

### **HISTORICAL SOCIETY**

Anne Muir, Polk County Historical Society President, and former President Gerald Amiot came before the Board with matters pertaining to the Historical Society:

**1. 2021 Annual Appropriation Request - \$20,000**

Discussion was held with the Board regarding the 2021 Polk County Historical Society annual appropriation request in the amount of \$20,000.00.

**2. Historical Society Board of Directors Listing**

The Historical Society Board of Directors listing was presented to the Board. (Listing on file in the Administrator's Office)

**3. May 2020 Proposed Budget to Actual Report**

The 2020 Proposed Budget to Actual Report for the Polk County Historical Society was discussed and presented to the Board. (Report on file in the Administrator's Office)

### **FACILITIES**

Mark Dietz, Facilities Management Director came before the Board with matters pertaining to his department:

**1. Polk County Disposition of Property**

A motion was made by Commissioner Strandell seconded by Commissioner Lee and adopted by unanimous vote of the Board to move forward with the disposition of one 2008 Chevrolet Trail Blazer, VIN: 1GNDDT13S882160338.

### **ADMINISTRATION**

Chuck Whiting, Polk County Administrator came before the Board with matters pertaining to his department:

**1. 20201 Budget Discussion**

A follow-up discussion from the June 16, 2020 Board meeting was held with the Board regarding the 2021 Budget. A Draft Polk County/June 2018 Strategic Planning handout was also presented to the Board. (Handout on file in the Administrator's Office)

### **PUBLIC HEALTH**

Sarah Reese, Public Health Director came before the Board with matters pertaining to her department:

**1. Health Promotion – Recommend Increase In Cost For Tuberculin Skin Test**

The cost of the testing supplies has increased over time and the current charge of \$10.00 barely covers the cost of one test and does not account for the nurse time/travel. A motion was made by Commissioner Lee seconded by Commissioner Diedrich and adopted by unanimous vote of the Board to approve to increase the cost of the Tuberculin Skin Test from \$10.00 to \$30.00 starting July 1, 2020.

**2. COVID-19 Discussion**

Discussion was held with the Board regarding the COVID-19 virus.

**REVISED AGENDA**

A motion was made by Commissioner Diedrich seconded by Commissioner Jacobson and adopted by unanimous vote of the Board to approve the revised June 23, 2020 agenda adding Richard Sanders, Polk County Highway Engineer.

**\*HIGHWAY**

Richard Sanders, County Engineer came before the Board with safety matters concerning the new parking on the East Shore on Maple Lake.

**ENVIRONMENTAL SERVICES**

Jon Steiner, Environmental Services Director came before the Board with matters pertaining to his department:

**1. CY 2021 Tip Fee**

Discussion was held with the Board regarding the CY 2021 Tip Fees for the Resource Recovery Facility and the Landfill. A handout was also presented to the Board pertaining to Annual Revenue Projections-Polk County Solid Waste-2020 vs 2021. A motion was made by Commissioner Diedrich seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve setting the CY 2021 tip fee for Mixed Solid Waste at \$75.00/ton for the RRF and LF. (Handout on file in the Administrator's Office)

**2. CY 2021 Solid Waste Fee Assessment Schedule**

Discussion was held with the Board regarding the CY 2021 Solid Waste Fee Assessment. Handouts were also presented to the Board pertaining to the Proposed CY 2021 Solid Waste Assessment and the Proposed CY 2021 Assessment Schedule.

**CY 2020 Solid Waste Fee Abatement**

Policy discussion was held with the Board regarding the response to the COVID-19 Pandemic impact on some non-residential sectors of the economy. The response to the COVID-19 Pandemic has created situations which qualify some sectors of non-residential assessment for abatement consideration or partial abatement. Because the Pandemic response was unilateral across some of these sectors, consideration of unilateral response for those sectors could be considered in lieu of individual request for abatement. A handout was also presented to the Board regarding a Pandemic Relief Option. (Handout on file in the Administrator's Office)

With no further business the Board adjourned to reconvene at 8:00 a.m., July 7, 2020.

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Gary Willhite, Chair

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Charles S. Whiting, Polk County Administrator  
Clerk of the Board

**JULY 7, 2020**  
**BOARD MINUTES**

Pursuant to motion of adjournment the Polk County Board of Commissioners met in regular session at 8:00 o'clock a.m., July 7, 2020 at Environmental Services, 320 Ingersoll Avenue, Crookston, MN. Members present: Commissioner Gerald Jacobson, Commissioner Warren Strandell, Commissioner Gary Willhite, Commissioner Joan Lee and Commissioner Don Diedrich and Charles S. Whiting, County Administrator, Clerk of the Board. Other present: Michelle Cote, Deputy Clerk of the Board.

**REVISED AGENDA**

A motion was made by Commissioner Diedrich seconded by Commissioner Jacobson and adopted by unanimous vote of the Board to approve the July 7, 2020 agenda adding Bob Kovar with County Road 62 concerns.

**CONSENT AGENDA**

A motion was made by Commissioner Jacobson seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the July 7, 2020 consent agenda:

1. Approve Auditor Warrants.

Commission Lee joined the meeting at 8:14 a.m.

**COUNTY BOARD MEMBERS ISSUE FORUM**

1. Commissioner Jacobson brought forth that he received calls of concern regarding Maple Lake Park East Shore new parking.
2. Commissioner Strandell brought forth discussion regarding the death of Joe Bouvette, Kittson County Commissioner. Mr. Bouvette was the Chair of the Northwest Regional Development Commission. Discussion was brought forth regarding Tri-County Community Corrections and an inmate testing positive for COVID-19.
3. Commissioner Willhite brought forth that he participated at Valley Talk at KROX Radio. He also participated in a Polk County Planning Commission meeting.
4. Commissioner Lee brought forth that she participated in a Red Lake Corridor meeting where grants were the focus. She also participated in a Polk County Personnel Committee meeting. Discussion was brought forth regarding calls of concerns of an area near Cross Lake where a beaver dam was removed.
5. Commissioner Diedrich brought forth that he attended no meetings since the prior Board meeting.

**PLANNING AND ZONING**

Jacob Snyder, Environmental Specialist/Planning and Zoning Administrator came before the Board with matters pertaining to Planning and Zoning:

**1. Resolution (2020-59) Conditional Use Permit For Curtis Block For A Self-Storage Unit Building**

Resolution (2020-59) was offered by Commissioner Jacobson seconded by Commissioner Lee and adopted upon the following vote: YEAS: Lee, Diedrich, Willhite, Strandell and Jacobson. NAYS: None. (See Resolution (2020-59) on file in

the Administrator's Office.)

**2. Resolution (2020-60) Conditional Use Permit For Brian LaPlante "Back When Foods, Inc." For Operation Of A Commercial Bakery**

Resolution (2020-60) was offered by Commissioner Strandell seconded by Commissioner Diedrich and adopted upon the following vote: YEAS: Lee, Diedrich, Willhite, Strandell and Jacobson. NAYS: None. (See Resolution (2020-60) on file in the Administrator's Office.)

**PUBLIC HEALTH**

Sarah Reese, Public Health Director came before the Board with matters pertaining to her department:

**1. School Health Services Agreements – Fisher, Climax-Shelly and Win-E-Mac**

A motion was made by Commissioner Strandell seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve the School Health Services Agreements with Fisher, Climax-Shelly and Win-E-Mac to provide a licensed school nurse as presented to the Board. (Agreements on file in the Administrator's Office)

**2. School Health Services Agreement Cathedral and Our Savior's – Crookston Public Schools**

A motion was made by Commissioner Jacobson seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the School Health Services Agreement with Crookston Public Schools to provide a licensed school nurse for the parochial schools of Cathedral and Our Savior's – Crookston Public Schools. (Agreement on file in the Administrator's Office)

**REVISED AGENDA**

A motion was made by Commissioner Jacobson seconded by Commissioner Diedrich and adopted by unanimous vote of the Board to revise the July 7, 2020 agenda by adding No. 6 under Highway regarding a reimbursement to the Maple Lake Campground host Roxanne Bechhold.

**HIGHWAY**

Richard Sanders, Polk County Highway Engineer came before the Board with matters pertaining to his department:

**1. SP 060-596-003 CR 210 From CSAH 37 To TH 2**

A motion was made by Commissioner Jacobson seconded by Commissioner Lee and adopted by unanimous vote of the Board to award SP 060-596-003 to Asphalt, LLC, Newfolden, MN in the amount of \$1,445,891.00 and have the Chair and Administrator sign the contracts.

**2. Survey Equipment Upgrade**

A motion was made by Commissioner Diedrich seconded by Commissioner Strandell and adopted by unanimous vote of the Board to purchase upgraded survey equipment for the Polk County Highway Department from Frontier Precision, Inc., Waite Park, MN in the amount of \$7,839.20.

**3. Replace Maintenance Man II Position**

Due to a resignation a motion was made by Commissioner Diedrich seconded by Commissioner Willhite and adopted by unanimous vote of the Board to allow the Polk County Highway Department to fill the Maintenance Man II position and authorize Human Resources to advertise for this position.

**4. Resolution (2020-61) Retirement Of William Pahlen – Highway Department**

**Retirement Of William Pahlen – Highway Department**  
**RESOLUTION (2020-61)**

The following resolution (2020-61) was offered by Commissioner Diedrich:

WHEREAS, William Pahlen will officially retire as Maintenance Man of the Polk County Highway Department, effective August 3<sup>rd</sup>, 2020, and

WHEREAS, William has faithfully and diligently served the residents of Polk County for the past 13 years.

NOW THEREFORE BE IT RESOLVED, That the Polk County Board of Commissioners does hereby accept the retirement of William Pahlen from the Polk County Highway Department with regret, and

BE IT FURTHER RESOLVED, That the Polk County Board of Commissioners wishes to extend a hearty thank you for a job well done, and

BE FURTHER RESOLVED, That the Polk County Board of Commissioners want to extend to you best wishes for a long, active and enjoyable retirement.

Commissioner Strandell seconded the foregoing resolution and it was declared adopted upon the following vote. YEAS: Lee, Diedrich, Willhite, Strandell and Jacobson. NAYS: None.

**5. 2021 Budget – Wheelage and Local Option Sales Tax**

Discussion was held with the Board regarding the 2021 Budget - Wheelage and Local Option Sales Tax. The Local Option Transportation Funding in Minnesota handout was also presented and discussed with the Board. (Handout on file in the Administrator's Office)

**6. \*Campground Host Reimbursement**

A motion was made by Commissioner Jacobson seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve the payment to Roxanne Bechhold for campsite reimbursement in the amount of \$1,928.25.

**CITIZEN CONCERNS**

Bob Kovar, East Grand Forks, MN appeared before the Board with concerns regarding County Road 62. His concerns were focused on the condition of the road and the safety of people traveling it after every rain.

**ENVIRONMENTAL SERVICES**

Jon Steiner, Environmental Services Director came before the Board with matters pertaining to his department:

**1. CY 2020 Hauler License**

A motion was made by Commissioner Strandell seconded by Commissioner Willhite and adopted by unanimous vote of the Board to approve the 2020 Polk County Haulers License application for R J Zavoral & Sons, East Grand Forks, MN.

**1. CY 2021 Solid Waste Fee Assessment Schedule**

Continuation of discussion from the June 16 and June 23, 2020 Board meetings regarding the Assessment Schedule was held with the Board. The CY 2021 Solid Waste Fee Assessment Schedule and the Proposed CY 2021 Solid Waste Assessment Schedule were presented to the Board. A motion was made by Commissioner Willhite seconded by Commissioner Jacobson and adopted by unanimous vote of the Board to approve the CY 2021 Solid Waste Fee Assessment Schedule as presented, with the exception of using the \$140.00 household rate in lieu of the \$150.00 household rate shown. (Handouts on file in the Administrator's Office)

**SOCIAL SERVICES**

Karen Warmack, Social Services Director came before the Board with matters pertaining to her department:

**1. Contract With Department Of Employment And Economic Development**

A motion was made by Commissioner Lee seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the language changes in the contract with the Department of Employment and Economic Development in the amount not to exceed \$679,633.00 for the MFIP/DWP Program as presented to the Board. The contract period is effective through December 31, 2020. (Contract on file in the Administrator's Office)

**PROPERTY RECORDS**

Michelle Cote, Property Records Director came before the Board with matters pertaining to her department:

**1. Abatement Request(s)**

Discussion was held with the Board regarding application for abatement of property tax that has been received from the following:

WOK Inc., dba Happy Joes Pizza and Ice Cream Parlor requesting a non-specific reduction of taxes on Parcel No. 82.00140.00 and Miller Partnership/IC Muggs Owner requesting a reduction of 25% of the 2020 taxes, 25% of the tax and the solid waste fee is \$2,224.00. Parcel No. 82.02685.00 (This parcel also includes the Best Buy Liquor Off-Sale). A motion was made by Commissioner Diedrich seconded by Commissioner Strandell and adopted by unanimous vote of the Board to deny the afore mentioned application of abatement of property taxes.

**2. 2020 Primary And General Election Canvassing Dates**

A motion was made by Commissioner Diedrich seconded by Commissioner Lee and adopted by unanimous vote of the Board to move the date of the 2020 Primary Election to Friday August 14, 2020 at 1:00 p.m.

**3. Workstation Expenditure Request**

A motion was made by Commissioner Strandell seconded by Commissioner Jacobson and adopted by unanimous vote of the Board to approve the quote from Innovative, Bemidji, MN in the amount of \$9,253.17 for three workstations in the Tax Payer Service Center to be paid from the Recorder's Compliance Fund.

**ADMINISTRATION**

Chuck Whiting, Polk County Administrator came before the Board with matters pertaining to his department:

**1. NACo 2020 Voting Credentials/Delegate**

A motion was made by Commissioner Diedrich seconded by Commissioner Willhite and adopted by unanimous vote of the Board to assign Richard Sanders, Polk County Highway Engineer as Polk County’s designated delegate for the NACo 2020 Voting Credentials.

**2. Review Of CARES Act – Coronavirus Relief Fund**

The CARES Act – Coronavirus Relief Fund was discussed with the Board.

**3. Tentative Agreement With AFSCME Social Workers Unit**

The tentative agreement with AFSCME Social Workers Unit was discussed with the Board. A motion was made by Commissioner Lee seconded by Commissioner Jacobson and adopted by unanimous vote of the Board to approve the tentative agreement with AFSCME Social Workers Unit as presented.

**4. 2021 Budget Status**

**a. Preliminary Board Budget**

The preliminary Board budget was discussed with the Board.

**AUDITOR WARRANTS**

A motion was made by Commissioner Jacobson seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the following Auditor Warrants for payment:

AUDITOR WARRANTS 06/02/2020

<u>Vendor Name</u>	<u>Amount</u>
Eaton Corporation	12,709.31
Hewlett Packard Financial Services Co	53,211.32
Knife River Materials	1,795,649.58
Mn State Treasury	6,629.50
Norman County Public Health	40,531.01
Northdale Oil Inc	11,098.37
Polk County Public Health	52,335.62
19 Payments less than 2000	6,783.65
<b>Final Total:</b>	<b>1,978,948.36</b>

AUDITOR WARRANTS 06/9/2020

<u>Vendor Name</u>	<u>Amount</u>
Altru Health System	2,653.00
Cole Papers Inc	2,215.76
Fertile Oil Company	15,476.00
Great Plains Natural Gas Co	5,386.97
GreatAmerica Financial Services	9,825.32
Halstad Telephone Co	9,543.70
Lepier Oil Company Inc	4,461.89
Northland Comm & Tech College	2,500.00
Reserve Account	10,000.00
Streamworks LLC	4,330.00
University Of North Dakota	6,250.28
31 Payments less than 2000	18,670.83
<b>Final Total:</b>	<b>91,313.75</b>

AUDITOR WARRANTS 06/16/2020

<u>Vendor Name</u>	<u>Amount</u>
BELTRAMI COUNTY SOLID WASTE	2,135.64
Cardmember Service	2,956.79
Cole Papers Inc	10,386.65
ENTERPRISE FM TRUST	6,922.76
Fleet Services	3,185.83
Fosston Municipal Utilities	42,149.04
Garden Valley Technologies	2,712.26
HP INC	2,441.21
Lenes Sand & Gravel Inc	35,659.17
Norman County Public Health	7,974.55
Northside Express	5,321.55
Ottertail Power Co	23,846.18
Polk County Highway Department	4,958.03
Polk County Public Health	55,621.21
Reynolds Harbott Knutson & Larson PLLP	4,105.50
Verizon Wireless	4,807.18
25 Payments less than 2000	8,878.34
<b>Final Total:</b>	<b>224,061.89</b>

AUDITOR WARRANTS 06/22/2020

<u>Vendor Name</u>	<u>Amount</u>
Andover Township Treasurer	64,591.08
Angus Township Treasurer	22,315.61
Badger Township	26,372.07
Belgium Township Treasurer	34,526.24
Beltrami City Clerk- Treasurer	30,051.59
Brandsvold Township Treasurer	37,273.56
Brandt Township Treasurer	27,587.96
Brislet Township Treasurer	24,236.87
Bygland Township	33,008.90
Chester Township Treasurer	7,683.58
Climax City Treasurer	42,178.16
Columbia Township Treasurer	45,387.50
County Emergency Medical Serv.	118,195.80
Crookston Area Ambulance Inc	86,752.92
Crookston City	1,430,207.30
Crookston Township Treasurer	51,684.89
East Grand Forks City	2,831,982.03
Eden Township Treasurer	44,379.33
Erskine City Clerk- Treasurer	93,818.22
Esther Township Treasurer	36,882.59
Euclid Township Treasurer	50,850.32
Fairfax Township Treasurer	42,363.43
Fanny Township Treasurer	48,280.37
Farley Township Treasurer	35,608.00
Fertile City	128,201.22
First Care Medical Services	57,642.46
Fisher City	118,443.00
Fisher Township Treasurer	34,362.61
Fosston City	364,613.77
Garden Township Treasurer	34,938.90
Garfield Township Treasurer	50,305.74
Gentilly Township Treasurer	19,831.75
Godfrey Township Treasurer	77,733.58
Grand Forks Township Treasurer	26,778.47
Grove Park Tilden Township	36,095.97
Gully City	14,304.42
Gully Township Treasurer	55,871.07
Hammond Township Treasurer	32,955.12
Helgeland Township Treasurer	22,525.88
Higdem Township Treasurer	42,872.54
Hill River Township Treasurer	29,876.63
Hubbard Township Treasurer	33,652.17

Huntsville Township Treasurer	77,597.03
Johnson Township	34,619.17
Kertsonville Township Treas	10,357.77
Keystone Township Treasurer	34,726.67
King Township Treasurer	24,903.66
Knute Township Treasurer	48,085.89
Lengby City	7,078.00
Lessor Township Treasurer	29,530.11
Liberty Township Treasurer	37,738.07
Lowell Township Treasurer	55,141.23
Maple Lake Imprvmnt District	31,457.27
Marshall Polk Rural Water Sys	43,430.70
Mcintosh City	149,898.27
Mentor City	26,407.77
Middle- Snake- Tamarac Rivers Wtrshd Di	352,716.83
Nesbit Township Treasurer	31,992.37
Nielsville City	20,613.64
Northland Township Treasurer	34,146.37
NW Regional Development Comm	59,447.14
NWMN HRA	110,381.31
Onstad Township Treasurer	12,701.00
Parnell Township Treasurer	27,004.47
Queen Township Treasurer	39,292.68
Red Lake Watershed District	868,472.30
Reis Township Treasurer	19,047.09
Rhinehart Township Treasurer	36,761.58
Roome Township Treasurer	33,525.42
Rosebud Township Treasurer	37,781.20
Russia Township Treasurer	101,977.66
Sand Hill River W S District	340,569.20
Sandsville Township Treasurer	40,238.28
Scandia Township Treasurer	18,895.08
Sletten Township Treasurer	41,877.57
Sullivan Township Treasurer	38,510.21
Tabor Township Treasurer	42,539.19
Trail City Treasurer	7,096.70
Tynsid Township Treasurer	12,195.78
Union Lake Sarah Improvement Dist	6,357.69
Vineland Township Treasurer	37,680.56
Wild Rice Watershed Dist Treas	16,813.98
Winger City Clerk Treasurer	50,520.77
Winger Township Treasurer	30,518.61
Woodside Township Treasurer	113,566.76
2 Payments less than 2000	749.38
<b>Final Total:</b>	<b>9,642,186.05</b>

AUDITOR WARRANTS 06/23/2020

<u>Vendor Name</u>	<u>Amount</u>
Becker County Human Services	46,328.05
Clay County Public Health	18,744.56
Crookston Water Department	2,401.91
ENTERPRISE FM TRUST	12,745.47
Forklifts Of Minnesota Inc	23,275.00
Fosston Municipal Utilities	2,446.55
GreatAmerica Financial Services	9,825.32
Knife River Materials	168,471.44
Kronos SaaShr Inc	3,540.51
MCCC	54,275.00
Nardini Fire Equip Co Inc	4,331.00
Norman County Public Health	43,107.69
Ottertail Public Health	48,388.72
Outlet Recreation.Com	27,204.00
Polk County Administrator	2,101.45
Polk County Environmental Services	5,368.60
Polk County Public Health	37,802.24
Red Lake County Treasurer	4,870.31
Regents Of The Univ Of Mn	33,320.19
16 Payments less than 2000	7,195.76
<b>Final Total:</b>	<b>555,743.77</b>

**AUDITOR WARRANTS 06/30/2020**

<u>Vendor Name</u>	<u>Amount</u>
Cole Papers Inc	2,054.68
Knife River Materials	703,383.33
Lenes Sand & Gravel Inc	7,609.20
Norman County Public Health	2,743.00
Ottertail Power Co	2,550.30
Polk County	75,635.90
Polk County Public Health	7,326.23
Pro Sweep Inc	5,885.25
Town Square General LLC	6,102.00
12 Payments less than 2000	6,606.62
<b>Final Total:</b>	<b>819,896.51</b>

**MANUAL WARRANTS 05/29/2020**

<u>Vendor Name</u>	<u>Amount</u>
Internal Revenue Service	162,108.67
Minnesota Revenue	27,641.86
<b>Final Total:</b>	<b>189,750.53</b>

**MANUAL WARRANTS 06/01/2020**

<u>Vendor Name</u>	<u>Amount</u>
FURTHER	913.47
<b>Final Total:</b>	<b>913.47</b>

**MANUAL WARRANTS 06/08/2020**

<u>Vendor Name</u>	<u>Amount</u>
FURTHER	794.68
Final Total:	794.68
MANUAL WARRANTS 06/12/2020	
<u>Vendor Name</u>	<u>Amount</u>
Internal Revenue Service	165,797.10
Minnesota Revenue	28,800.34
Final Total:	194,597.44
MANUAL WARRANTS 06/12/2020	
<u>Vendor Name</u>	<u>Amount</u>
Mn Dept Of Rev Tax Division	1,995,768.23
Final Total:	1,995,768.23
MANUAL WARRANTS 06/15/2020	
<u>Vendor Name</u>	<u>Amount</u>
FURTHER	2,003.87
Final Total:	2,003.87
MANUAL WARRANTS 06/17/2020	
<u>Vendor Name</u>	<u>Amount</u>
U.S. Bank Corporate Payment Systems	130,417.59
Final Total:	130,417.59
MANUAL WARRANTS 06/22/2020	
<u>Vendor Name</u>	<u>Amount</u>
Northwest Service Cooperative	257,109.50
Final Total:	257,109.50
MANUAL WARRANTS 06/22/2020	
<u>Vendor Name</u>	<u>Amount</u>
Minnesota Revenue	4,544.00
Minnesota Revenue	742.43
Mn Dept Of Rev Tax Division	105,082.27
Mn Dept Of Revenue	374.00
Mn Dept Of Revenue	4,070.00
Final Total:	114,812.70
MANUAL WARRANTS 06/22/2020	
<u>Vendor Name</u>	<u>Amount</u>
Mn Dept Of Revenue	1,568.00
Final Total:	1,568.00
MANUAL WARRANTS 06/22/2020	
<u>Vendor Name</u>	<u>Amount</u>
FURTHER	3,000.17
Final Total:	3,000.17
MANUAL WARRANTS 06/26/2020	

<u>Vendor Name</u>	<u>Amount</u>
Internal Revenue Service	164,625.70
Minnesota Revenue	28,289.24
<b>Final Total:</b>	<b>192,914.94</b>
<b>MANUAL WARRANTS 06/26/2020</b>	
<u>Vendor Name</u>	<u>Amount</u>
Mn Dept Of Rev Tax Division	102,820.00
<b>Final Total:</b>	<b>102,820.00</b>
<b>MANUAL WARRANTS 06/26/2020</b>	
<u>Vendor Name</u>	<u>Amount</u>
FURTHER	316.55
<b>Final Total:</b>	<b>316.55</b>

With no further business, the Board adjourned to reconvene at 9:30 a.m., July 21, 2020.

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Gary Willhite, Chair

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Charles S. Whiting, Polk County Administrator  
Clerk of the Board



## Board of Commissioners

Polk County Government Center  
612 N Broadway – Room 211  
Crookston, MN 56716-1452  
Phone: (218) 281-5408  
Fax: (218) 281-3808  
www.co.polk.mn.us

### COMMISSIONERS

GERALD JACOBSON, Fertile  
WARREN STRANDELL, East Grand Forks  
GARY WILLHITE, Crookston  
JOAN LEE, VICE CHAIR, McIntosh  
DON DIEDRICH, CHAIR, Warren

COUNTY ADMINISTRATOR  
CHARLES S. WHITING

---

TO: POLK COUNTY BOARD OF COMMISSIONERS

CHUCK WHITING, POLK COUNTY ADMINISTRATOR

FROM: Mark Dietz, Director, Polk County Facilities Management Department

MEETING DATE: 7/21/2020

AGENDA ITEM: Fill Open Maintenance I Position - FTE

SUMMARY: To advertise and fill one open Maintenance I Position

1) Oral request by Mark Dietz

**ACTION REQUESTED:** (INFORMATION ONLY/MOTION/RESOLUTION)

Please make the motion, to advertise and fill one open Maintenance I Position - in the Polk County Facilities Management Department.



## Board of Commissioners

Polk County Government Center  
612 N Broadway – Room 211  
Crookston, MN 56716-1452

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TO: POLK COUNTY BOARD OF COMMISSIONERS

FROM: KURTIS ELLEFSON, POLK COUNTY VETERANS SERVICE  
OFFICER

MEETING DATE: July 21, 2020 @ 10:00 A.M.

AGENDA ITEM: Resolution for CVSO State Grant

SUMMARY:

1. Polk County Veterans Service Officer request the Polk County Board of Commissioners adopt a resolution for the State CVSO Outreach Grant.

**ACTION REQUESTED:** (INFORMATION ONLY/MOTION/RESOLUTION)

1. Resolution for State CVSO Grant

**CVSO Workplan & proposed Budget Expenditures Report**

**County Name:** Polk County

**CVSO Authorized Representative Name:** Kurtis Ellefson

**Project Name:** County Veterans Service Office Operational Enhancement Grant Program

**Legal Citation:** Minnesota Laws 2019, Chapter 10, Article 1, Section 37, Subdivision 2

**Period Covered by Request:** FY2021 (July 1, 2020 - June 30, 2021)

**SECTION ONE - Workplan**

In the space provided below, please write a brief, narrative description providing context and background for your budget as specified in the FY2018 CVSO Grant Agreement (Section 2 - Grantee Duties.) Do not relist the budget items.

*Polk County Veterans Services plans to use the FY2021 Grant to continue providing great services to our Veterans. We intend to use the grant to advertise these services and also use the grant to ensure our equipment is up to date to serve our Veterans as efficiently as possible.*

**SECTION TWO - proposed Budget Expenditures Report**

**Table I - Budget**

*The proposed Budget Expenditure Spreadsheet is pre-programmed to calculate totals.*

BUDGET CLASS	Budget Category (e.g. Publicity, Travel, Equipment etc.)	Dollar Amount (estimated)	FY2020 (Subtotal by Budget Category)
OPERATIONS	Equipment	\$ 1,000.00	
	Travel	\$ 2,000.00	
	Publicity	\$ 7,000.00	
<b>Budget Total</b>		<b>\$ 10,000.00</b>	<b>\$ -</b>

RESOLUTION OF POLK COUNTY

BE IT RESOLVED by Polk County that the County enter into the attached **Grant Agreement** with the Minnesota Department of Veterans Affairs (MDVA) to conduct the following Program: **County Veterans Service Office Operational Enhancement Grant Program**. The grant must be used to provide outreach to the county's Veterans; to assist in the reintegration of combat Veterans into society; to collaborate with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans; to reduce homelessness among veterans; and to enhance the operations of the county Veterans service office, as specified in Minnesota Laws 2019, Chapter 10, Article 1, Section 37, Subdivision 2. This Grant should not be used to supplant or replace other funding.

BE IT FURTHER RESOLVED by the Polk County that Kurtis Ellefson, the County Veterans Service Officer, be authorized to execute the attached Grant Contract for the above-mentioned Program on behalf of the County.

WHEREUPON the above resolution was adopted at a monthly meeting of the County Board Chair this 21<sup>th</sup> day of July, 2020.

\_\_\_\_\_  
*Authorized Signature and Title*

\_\_\_\_\_  
*Date*

STATE OF MINNESOTA

POLK COUNTY

I, Charles Whiting, do hereby certify that I am the custodian of the minutes of all proceedings had and held by the County Board of said Polk County, that I have compared the above resolution with the original passed and adopted by the County Board of said Polk County at a monthly meeting thereof held on the third Tuesday day of July at 1000 a.m. , that the above constitutes a true and correct copy thereof, that the same has not been amended or rescinded and is in full force and effect.

IN WITNESS WHEREOF, I have hereunto placed my hand and signature this third Tuesday of July 2020 , and have hereunto affixed the seal of the County.

\_\_\_\_\_  
*Authorized Signature and Title*

(SEAL)

RESOLUTION OF THE POLK COUNTY  
BOARD OF COMMISSIONERS

**RESOLUTION (2020-62)**

**Veterans Service Office Operational Enhancement Grant Program**

The following resolution (2020-62) was offered by Commissioner:

BE IT RESOLVED, By Polk County that the County enter into the attached Grant Agreement with the Minnesota Department of Veterans Affairs (MDVA) to conduct the following Program: County Veterans Service Office Operational Enhancement Grant Program. The grant must be used to provide outreach to the county's Veterans; to assist in the reintegration of combat Veterans into society; to collaborate with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans; to reduce homelessness among veterans; and to enhance the operations of the county Veterans service office, as specified in Minnesota Laws 2019, Chapter 10, Article 1, Section 37, Subdivision 2. This Grant should not be used to supplant or replace other funding.

BE IT FURTHER RESOLVED, By the Polk County Board of Commissioners that Kurtis Ellefson, the County Veterans Service Officer, be authorized to execute the attached Grant Contract for the above-mentioned Program on behalf of the County.

WHEREUPON, The above resolution was adopted at a monthly meeting of the County Board of Commissioners this 21<sup>st</sup> day of July 2020.

\_\_\_\_\_  
*Authorized Signature and Title*

\_\_\_\_\_  
*Date*

Commissioner seconded the foregoing resolution and it was declared adopted upon the following vote. YEAS: NAYS:

STATE OF MINNESOTA) ) ss.  
COUNTY OF POLK ) )

I, Charles S. Whiting, County Administrator to and Clerk of the Polk County Board of Commissioners do hereby certify that I have compared the foregoing resolution with the original resolution filed in my office on the 21<sup>st</sup> day of July 2020 and that the same is true and correct copy of the whole thereof.

WITNESS my hand and Official Seal of Polk County at Crookston, Minnesota this 21<sup>st</sup>  
day of July 2020.

---

Charles S. Whiting  
Polk County Administrator  
Clerk of the Board



## **POLK COUNTY SOCIAL SERVICES**

612 North Broadway, Room 302, Crookston, MN 56716-1452

Phone (218) 281-3127 \* Fax (218) 281-3926

Toll Free (877) 281-3127

[www.co.polk.mn.us](http://www.co.polk.mn.us)

**DATE:** July 21, 2020

**TO:** Polk County Board of Commissioners

**FROM:** Karen Warmack, Director

**AGENDA ITEM:** Office Support Specialist Replacement Request

**SUMMARY:** Replacement of an Office Support Specialist based in the McIntosh Office.

**ACTION REQUESTED: (MOTION)**

Board approval to refill an Office Support Specialist, and any internal subsequent position vacancies occurring because of this action.



## **POLK COUNTY SOCIAL SERVICES**

612 North Broadway, Room 302, Crookston, MN 56716-1452

Phone (218) 281-3127 \* Fax (218) 281-3926

Toll Free (877) 281-3127

[www.co.polk.mn.us](http://www.co.polk.mn.us)

**DATE:** July 21, 2020

**TO:** Polk County Board of Commissioners

**FROM:** Karen Warmack, Director

**AGENDA ITEM:** Social Worker-Child Protection Specialist (CPS) Replacement Request

**SUMMARY:** Replacement of a Social Worker-Child Protection Specialist based in the Crookston Office working with the Child Protection Unit conducting assessments and ongoing child protection services.

**ACTION REQUESTED: (MOTION)**

Board approval to refill Social Worker-Child Protection Specialist, and any internal subsequent position vacancies occurring because of this action.



## Board of Commissioners

Polk County Government Center  
612 N Broadway – Room 211  
Crookston, MN 56716-1452

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TO: POLK COUNTY BOARD OF COMMISSIONERS

FROM: Richard Sanders, County Engineer

MEETING DATE: 07-21-2020

AGENDA ITEM: County Ditch 19 Maintenance Request

SUMMARY:

1. Ditch Maintenance Request have come in for County Ditch 19, Sections 4,5,8,9 of Vineland Township.
2. Ditch Cleaning requested.

ACTION REQUESTED:

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ to approve the work in CD 19 and name Richard Sanders as engineer over the project.

## PETITION FOR DITCH MAINTENANCE

Polk County Ag & Drainage Department  
 820 Old Highway 75 South - Crookston, MN 56716  
 Phone (218) 470-8263 Fax (218) 281-3976

Request Date: 7/6/20 Drainage System No.: 19  
 Township Name: Vineland Section No(s) of requested repair: \_\_\_\_\_  
 Give a description of the type of maintenance that is requested and draw a layout and location on the township map below.

Description: Clean 2 miles of Branch  
County Ditch 19 and put spoil  
Ditch on Vineland Township  
Ditch Road

6	5	4	3	2	1
7	8	9	10	11	12
18	17	16	15	14	13
19	20	21	22	23	24
30	29	28	27	26	25
31	32	33	34	35	36

For the maintenance described above, signatures are required (below) from landowners that pay assessments into the drainage system needing the repair. If it is a cleaning, it's also required to get the signatures (below) of the landowners of where the spoil is going to be placed. Generally, it will be leveled in such a manner that it can be farmed over.

**Request for Maintenance and Spoil Placement Signatures (below)**

We the landowners who pay drainage assessments on J.D. / C.D. \_\_\_\_\_ do respectfully request the Polk County Board of Commissioners, to spend money for the repair/cleaning/maintenance as described above.

Date	Landowner	Phone No.	Sect. No.	Township
1. 7/6/20	Joel Everson	218 280 5397	8	Vineland
2. 7/6/20	R.D. [Signature]	218-280-8184	4	Vineland
3. 7-7-20	Daniel Sylvester	218-280-0187	8	Vineland
4. 7-8-20	Dustin [Signature]	218-289-3688	9	Vineland
5. 7-8-20	W. [Signature]	218-280-4175	9	Vineland
6. 7-8-20	Chad [Signature]	218-289-0327	8	Vineland
7.				
8.				
9.				
10. 7/6/20	Joel Everson	Vineland Township Chairman		

**Reviewed by**

County Highway Department \_\_\_\_\_  
Engineer

County Board \_\_\_\_\_  
District Commissioner

Ditch Authority \_\_\_\_\_  
Chairperson

Approved

Approved

Approved



## Board of Commissioners

Polk County Government Center  
612 N Broadway – Room 211  
Crookston, MN 56716-1452

---

TO: POLK COUNTY BOARD OF COMMISSIONERS

FROM: Richard Sanders, County Engineer

MEETING DATE: 07-21-2020

AGENDA ITEM: 2021 Equipment Replacement

SUMMARY:

1. In order to get pickups from Enterprise in a timely manner, we will need to order by mid August.
2. Same with Motorgraders and Tandem Trucks.

ACTION REQUESTED:

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ to approve ordering pickups from Enterprise and getting quotes for Motorgraders and Tandem Trucks.

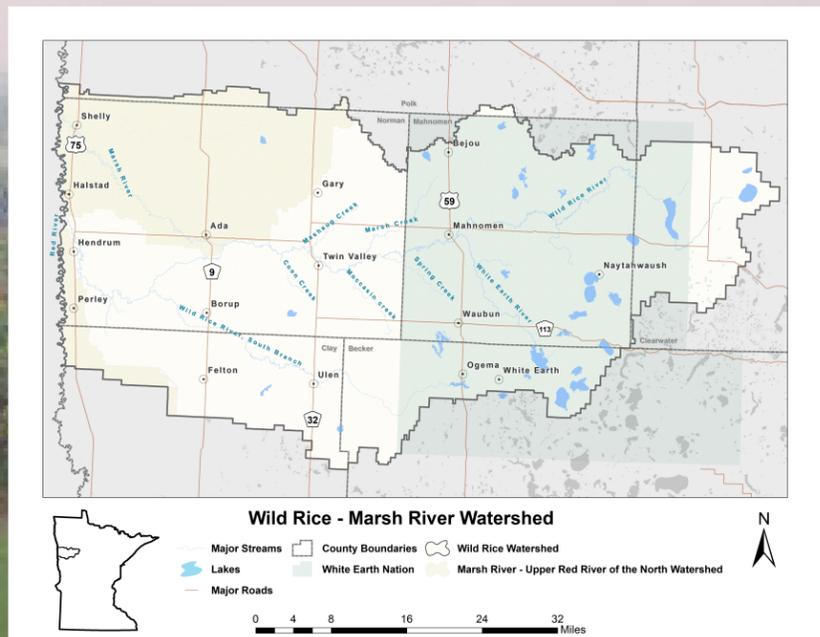


**West Polk Soil and Water Conservation  
District 2021 Budget**

STATE/COUNTY REVENUES	
Local Water Management	13,468.00
Wetland Conservation Act	21,641.00
State Cost Share	13,414.00
DISTRICT REVENUES	
County Allocation	43,120.00
Tree Program	25,000.00
Interest	1,000.00
Insurance	1,405.00
STATE REVENUES	
Capacity	100,000.00
Clean Water Legacy	20,000.00
Buffer Law	45,000.00
Conservation Delivery	18,828.00
Easement Delivery	850.00
<b>TOTAL REVENUE</b>	<b>303,726.00</b>
STATE EXPENSES	
Local Water Management	13,468.00
Wetland Conservation Act	21,641.00
State Cost Share	13,414.00
Capacity	100,000.00
Buffer Law	45,000.00
DISTRICT EXPENSES	
District Operations	87,203.00
District Tree Program	23,000.00
<b>TOTAL EXPENSE</b>	<b>303,726.00</b>
Net	0.00

# Vision Statement

We embrace our ecological, economic, and cultural diversity, and manage the watershed in a fashion that produces plentiful crops, fosters soil health, reduces flood damages, and protects the abundant lakes and rivers within its boundaries for all to enjoy.

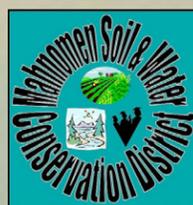
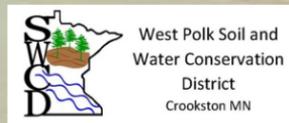


# Wild Rice - Marsh River Watershed

One Watershed, One Plan



BECKER COUNTY, MN



## What is One Watershed, One Plan?

- Voluntary program and plan
- Aligns water planning along watershed boundaries, including all the counties and watershed districts within the watershed border
- Local priorities, locally driven
- Uses existing authorities and funding mechanisms
- After adopted, implementation funding from the state is obtained through a non-competitive process instead of competitive
- Program website:

<https://bwsr.state.mn.us/one-watershed-one-plan>

For a full copy of the plan, visit:  
[www.wildricewatershed.org/](http://www.wildricewatershed.org/)  
 onewatershedoneplan

Further Questions or Comments:  
 Wild Rice Watershed District  
 218•784•5501 | [wildricewatershed.org](http://wildricewatershed.org)

# Watershed Highlights

- Starts in Clearwater County near Zerkle and drains to the Red River
- Covers six counties: Becker, Clay, Clearwater, Mahnomen, Norman, and Polk
- The Wild Rice Watershed District covers the entire planning area
- The White Earth Nation spans much of the eastern half of the watershed
- Primary towns include: Ada, Halstad, Mahnomen, Twin Valley, White Earth, and Zerkle
- Transitions from lakes and forests in the east to cultivated cropland in the west

# Plan Highlights

- It is a Comprehensive Water Management Plan for the watershed
- Implementation of the Wild Rice Marsh One Watershed One Plan is voluntary, and outreach and incentives will be used to assist with voluntary implementation on private lands
- The plan incorporates modeling tools (PTMApp) to help identify practices on the land to reduce erosion. Practices are targeted where they can reduce the most sediment.
- Land practices have stacked benefits such as sediment reduction, water storage, flood damage reduction, water quality enhancement and habitat enhancement.

**Lake Agassiz Plain**  
Agriculture • Flooding

**Goals**

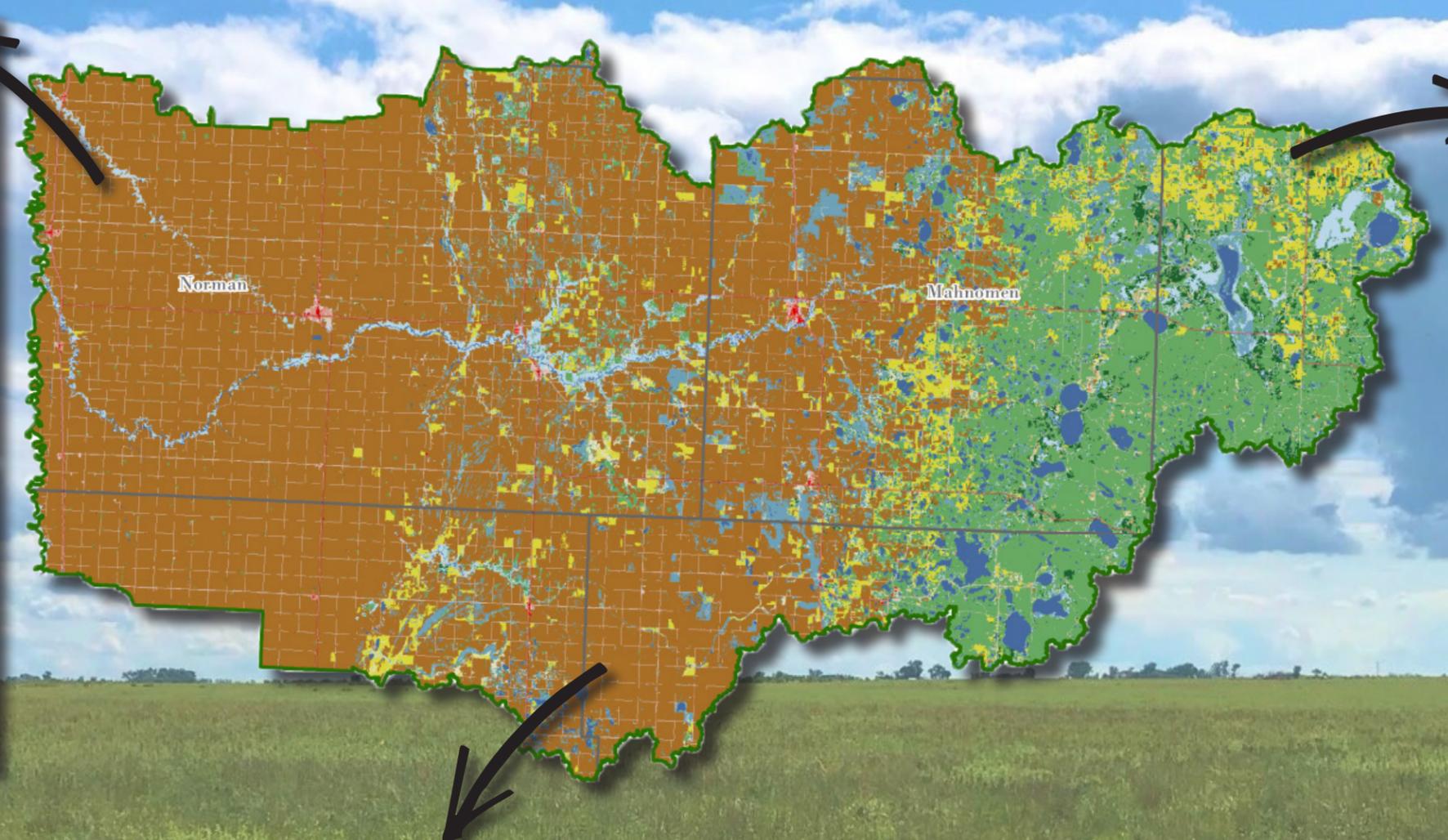
- Flood damage reduction
- Soil health
- Stream and riparian habitat enhancement
- Ditch maintenance and improvement

**Actions**

- Grade stabilizations
- Ditch maintenance and improvement
- Well sealing

**Outcomes**

- Reduced erosion and runoff contributing sediment and phosphorus in streams
- Flood damage reduction and protection of communities
- Drainage systems maintained
- Clean drinking water

**Headwaters**  
Lakes • Wild Rice • Forests

**Goals**

- Forest Management and Protection
- Lakeshore Restoration
- Wild Rice Protection

**Actions**

- Lakeshore Buffer Planting
- Forest Stewardship Plans, SFIA
- Wild Rice Easements

**Outcomes**

- Maintain Excellent Water Quality in Lakes and Rivers
- Maintain Wild Rice Harvest
- Maintain Quality Aquatic and Forest Habitat




**Transition Zone**  
Transition • Beach Ridge • Prairie

**Goals**

- Sediment reduction
- Phosphorus reduction
- Prescribed grazing
- Soil health
- Increasing water storage
- Stream and riparian habitat enhancement
- Prairie and wetland restoration
- Bacteria reduction
- Drinking water protection
- Land Retirement Programs

**Actions**

- Water and sediment control basins
- Grade stabilizations
- Cover crops, reduced tillage, crop rotations
- Grazing Plans
- Bacteria reduction (septic systems, fencing and water source for cattle, waste storage facility)
- Increased flood storage
- Stream channel and flood plain enhancement
- Habitat enhancement
- Well sealing
- CRP/CREP

**Outcomes**

- Reduced erosion and runoff contributing sediment and phosphorus in streams
- Additional flood storage and protection of communities
- Maintain productive agricultural lands
- Important habitat maintained: wetlands, prairies, beach ridges, and calcareous fens
- Clean drinking water



## Board of Commissioners

Polk County Government Center  
612 N Broadway – Room 211  
Crookston, MN 56716-1452

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TO: POLK COUNTY BOARD OF COMMISSIONERS

FROM: CHUCK WHITING, POLK COUNTY ADMINISTRATOR

MEETING DATE: July 21, 2020

AGENDA ITEM: CARES Funds and Options

SUMMARY: Counties are trying to set up ways to utilize the CARES funds they received from the state.

1. So far, there is not a lot of guidance or programming set up for the use of CARES funds by counties. The attached FAQs are the most informative guidelines that I have seen. It appears after a statewide virtual meeting of administrators that use of funds falls into these categories:
  - a. Covering COVID-19 related expenses incurred, like masks, PPE, plexiglass barriers etc. This appears may pertain to similar items a county may have acquired on behalf of another entity like hospitals, ambulance services and clinics.
  - b. Business loans for businesses impacted by COVID-19. Some counties appear to be doing direct forgivable loans with or without criteria. Since cities and townships can also use their funds for this, there may be a question of doubling up.
  - c. County personnel costs, being anything determined to have been personnel time and cost adjusting or responding to COVID-19 work. A large county noted that by their accounting they see \$23m of personnel costs that can be covered by their allotment of CARES dollars, thereby effectively “saving” county dollars in their budget for use elsewhere or later, particularly if the pandemic extends into 2021, which seems likely.
  - d. It is unclear so far whether building improvements needed because of the virus are eligible, such as negative air systems or UV lighting improvements.
  - e. Other questions include whether to move funds to schools (I’ve been asked) or other quasi-governmental entities like SWCDs (I’ve been asked).
2. For the meeting on Tuesday, the Board may want to discuss in general terms its preferences for use of these funds. That may give staff some guidance as to how to divvy up funds and determine program approaches to their use. I suspect this will continue to develop and more clarity may come in the next few weeks.
3. It should be noted that unused funds must be returned to the state by the end of this year. The mindset therefore should be to find ways to spend it, after all that is why this was started in the first place. We will be subject to a federal single audit of these funds probably

as part of the 2020 audit, where we use the State Auditor's staff. It was noted by AMC that the State Auditor is **not** giving advice or recommendations on what is an eligible expense citing a conflict of interest. AMC is seeking guidance from DOR and MMB.

**ACTION REQUESTED:** No action, information and discussion only.

**Coronavirus Relief Fund  
Frequently Asked Questions  
Updated as of July 8, 2020**

The following answers to frequently asked questions supplement Treasury’s Coronavirus Relief Fund (“Fund”) Guidance for State, Territorial, Local, and Tribal Governments, dated April 22, 2020, (“Guidance”).<sup>1</sup> Amounts paid from the Fund are subject to the restrictions outlined in the Guidance and set forth in section 601(d) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”).

**Eligible Expenditures**

*Are governments required to submit proposed expenditures to Treasury for approval?*

No. Governments are responsible for making determinations as to what expenditures are necessary due to the public health emergency with respect to COVID-19 and do not need to submit any proposed expenditures to Treasury.

*The Guidance says that funding can be used to meet payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency. How does a government determine whether payroll expenses for a given employee satisfy the “substantially dedicated” condition?*

The Fund is designed to provide ready funding to address unforeseen financial needs and risks created by the COVID-19 public health emergency. For this reason, and as a matter of administrative convenience in light of the emergency nature of this program, a State, territorial, local, or Tribal government may presume that payroll costs for public health and public safety employees are payments for services substantially dedicated to mitigating or responding to the COVID-19 public health emergency, unless the chief executive (or equivalent) of the relevant government determines that specific circumstances indicate otherwise.

*The Guidance says that a cost was not accounted for in the most recently approved budget if the cost is for a substantially different use from any expected use of funds in such a line item, allotment, or allocation. What would qualify as a “substantially different use” for purposes of the Fund eligibility?*

Costs incurred for a “substantially different use” include, but are not necessarily limited to, costs of personnel and services that were budgeted for in the most recently approved budget but which, due entirely to the COVID-19 public health emergency, have been diverted to substantially different functions. This would include, for example, the costs of redeploying corrections facility staff to enable compliance with COVID-19 public health precautions through work such as enhanced sanitation or enforcing social distancing measures; the costs of redeploying police to support management and enforcement of stay-at-home orders; or the costs of diverting educational support staff or faculty to develop online learning capabilities, such as through providing information technology support that is not part of the staff or faculty’s ordinary responsibilities.

Note that a public function does not become a “substantially different use” merely because it is provided from a different location or through a different manner. For example, although developing online instruction capabilities may be a substantially different use of funds, online instruction itself is not a substantially different use of public funds than classroom instruction.

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<sup>1</sup> The Guidance is available at <https://home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Guidance-for-State-Territorial-Local-and-Tribal-Governments.pdf>.

***May a State receiving a payment transfer funds to a local government?***

Yes, provided that the transfer qualifies as a necessary expenditure incurred due to the public health emergency and meets the other criteria of section 601(d) of the Social Security Act. Such funds would be subject to recoupment by the Treasury Department if they have not been used in a manner consistent with section 601(d) of the Social Security Act.

***May a unit of local government receiving a Fund payment transfer funds to another unit of government?***

Yes. For example, a county may transfer funds to a city, town, or school district within the county and a county or city may transfer funds to its State, provided that the transfer qualifies as a necessary expenditure incurred due to the public health emergency and meets the other criteria of section 601(d) of the Social Security Act outlined in the Guidance. For example, a transfer from a county to a constituent city would not be permissible if the funds were intended to be used simply to fill shortfalls in government revenue to cover expenditures that would not otherwise qualify as an eligible expenditure.

***Is a Fund payment recipient required to transfer funds to a smaller, constituent unit of government within its borders?***

No. For example, a county recipient is not required to transfer funds to smaller cities within the county's borders.

***Are recipients required to use other federal funds or seek reimbursement under other federal programs before using Fund payments to satisfy eligible expenses?***

No. Recipients may use Fund payments for any expenses eligible under section 601(d) of the Social Security Act outlined in the Guidance. Fund payments are not required to be used as the source of funding of last resort. However, as noted below, recipients may not use payments from the Fund to cover expenditures for which they will receive reimbursement.

***Are there prohibitions on combining a transaction supported with Fund payments with other CARES Act funding or COVID-19 relief Federal funding?***

Recipients will need to consider the applicable restrictions and limitations of such other sources of funding. In addition, expenses that have been or will be reimbursed under any federal program, such as the reimbursement by the federal government pursuant to the CARES Act of contributions by States to State unemployment funds, are not eligible uses of Fund payments.

***Are States permitted to use Fund payments to support state unemployment insurance funds generally?***

To the extent that the costs incurred by a state unemployment insurance fund are incurred due to the COVID-19 public health emergency, a State may use Fund payments to make payments to its respective state unemployment insurance fund, separate and apart from such State's obligation to the unemployment insurance fund as an employer. This will permit States to use Fund payments to prevent expenses related to the public health emergency from causing their state unemployment insurance funds to become insolvent.

***Are recipients permitted to use Fund payments to pay for unemployment insurance costs incurred by the recipient as an employer?***

Yes, Fund payments may be used for unemployment insurance costs incurred by the recipient as an employer (for example, as a reimbursing employer) related to the COVID-19 public health emergency if such costs will not be reimbursed by the federal government pursuant to the CARES Act or otherwise.

***The Guidance states that the Fund may support a “broad range of uses” including payroll expenses for several classes of employees whose services are “substantially dedicated to mitigating or responding to the COVID-19 public health emergency.” What are some examples of types of covered employees?***

The Guidance provides examples of broad classes of employees whose payroll expenses would be eligible expenses under the Fund. These classes of employees include public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency. Payroll and benefit costs associated with public employees who could have been furloughed or otherwise laid off but who were instead repurposed to perform previously unbudgeted functions substantially dedicated to mitigating or responding to the COVID-19 public health emergency are also covered. Other eligible expenditures include payroll and benefit costs of educational support staff or faculty responsible for developing online learning capabilities necessary to continue educational instruction in response to COVID-19-related school closures. Please see the Guidance for a discussion of what is meant by an expense that was not accounted for in the budget most recently approved as of March 27, 2020.

***In some cases, first responders and critical health care workers that contract COVID-19 are eligible for workers’ compensation coverage. Is the cost of this expanded workers compensation coverage eligible?***

Increased workers compensation cost to the government due to the COVID-19 public health emergency incurred during the period beginning March 1, 2020, and ending December 30, 2020, is an eligible expense.

***If a recipient would have decommissioned equipment or not renewed a lease on particular office space or equipment but decides to continue to use the equipment or to renew the lease in order to respond to the public health emergency, are the costs associated with continuing to operate the equipment or the ongoing lease payments eligible expenses?***

Yes. To the extent the expenses were previously unbudgeted and are otherwise consistent with section 601(d) of the Social Security Act outlined in the Guidance, such expenses would be eligible.

***May recipients provide stipends to employees for eligible expenses (for example, a stipend to employees to improve telework capabilities) rather than require employees to incur the eligible cost and submit for reimbursement?***

Expenditures paid for with payments from the Fund must be limited to those that are necessary due to the public health emergency. As such, unless the government were to determine that providing assistance in the form of a stipend is an administrative necessity, the government should provide such assistance on a reimbursement basis to ensure as much as possible that funds are used to cover only eligible expenses.

***May Fund payments be used for COVID-19 public health emergency recovery planning?***

Yes. Expenses associated with conducting a recovery planning project or operating a recovery coordination office would be eligible, if the expenses otherwise meet the criteria set forth in section 601(d) of the Social Security Act outlined in the Guidance.

***Are expenses associated with contact tracing eligible?***

Yes, expenses associated with contract tracing are eligible.

***To what extent may a government use Fund payments to support the operations of private hospitals?***

Governments may use Fund payments to support public or private hospitals to the extent that the costs are necessary expenditures incurred due to the COVID-19 public health emergency, but the form such assistance would take may differ. In particular, financial assistance to private hospitals could take the form of a grant or a short-term loan.

***May payments from the Fund be used to assist individuals with enrolling in a government benefit program for those who have been laid off due to COVID-19 and thereby lost health insurance?***

Yes. To the extent that the relevant government official determines that these expenses are necessary and they meet the other requirements set forth in section 601(d) of the Social Security Act outlined in the Guidance, these expenses are eligible.

***May recipients use Fund payments to facilitate livestock depopulation incurred by producers due to supply chain disruptions?***

Yes, to the extent these efforts are deemed necessary for public health reasons or as a form of economic support as a result of the COVID-19 health emergency.

***Would providing a consumer grant program to prevent eviction and assist in preventing homelessness be considered an eligible expense?***

Yes, assuming that the recipient considers the grants to be a necessary expense incurred due to the COVID-19 public health emergency and the grants meet the other requirements for the use of Fund payments under section 601(d) of the Social Security Act outlined in the Guidance. As a general matter, providing assistance to recipients to enable them to meet property tax requirements would not be an eligible use of funds, but exceptions may be made in the case of assistance designed to prevent foreclosures.

***May recipients create a “payroll support program” for public employees?***

Use of payments from the Fund to cover payroll or benefits expenses of public employees are limited to those employees whose work duties are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.

***May recipients use Fund payments to cover employment and training programs for employees that have been furloughed due to the public health emergency?***

Yes, this would be an eligible expense if the government determined that the costs of such employment and training programs would be necessary due to the public health emergency.

***May recipients use Fund payments to provide emergency financial assistance to individuals and families directly impacted by a loss of income due to the COVID-19 public health emergency?***

Yes, if a government determines such assistance to be a necessary expenditure. Such assistance could include, for example, a program to assist individuals with payment of overdue rent or mortgage payments to avoid eviction or foreclosure or unforeseen financial costs for funerals and other emergency individual needs. Such assistance should be structured in a manner to ensure as much as possible, within the realm of what is administratively feasible, that such assistance is necessary.

***The Guidance provides that eligible expenditures may include expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures. What is meant by a “small business,” and is the Guidance intended to refer only to expenditures to cover administrative expenses of such a grant program?***

Governments have discretion to determine what payments are necessary. A program that is aimed at assisting small businesses with the costs of business interruption caused by required closures should be tailored to assist those businesses in need of such assistance. The amount of a grant to a small business to reimburse the costs of business interruption caused by required closures would also be an eligible expenditure under section 601(d) of the Social Security Act, as outlined in the Guidance.

***The Guidance provides that expenses associated with the provision of economic support in connection with the public health emergency, such as expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures, would constitute eligible expenditures of Fund payments. Would such expenditures be eligible in the absence of a stay-at-home order?***

Fund payments may be used for economic support in the absence of a stay-at-home order if such expenditures are determined by the government to be necessary. This may include, for example, a grant program to benefit small businesses that close voluntarily to promote social distancing measures or that are affected by decreased customer demand as a result of the COVID-19 public health emergency.

***May Fund payments be used to assist impacted property owners with the payment of their property taxes?***

Fund payments may not be used for government revenue replacement, including the provision of assistance to meet tax obligations.

***May Fund payments be used to replace foregone utility fees? If not, can Fund payments be used as a direct subsidy payment to all utility account holders?***

Fund payments may not be used for government revenue replacement, including the replacement of unpaid utility fees. Fund payments may be used for subsidy payments to electricity account holders to the extent that the subsidy payments are deemed by the recipient to be necessary expenditures incurred due to the COVID-19 public health emergency and meet the other criteria of section 601(d) of the Social Security Act outlined in the Guidance. For example, if determined to be a necessary expenditure, a government could provide grants to individuals facing economic hardship to allow them to pay their utility fees and thereby continue to receive essential services.

*Could Fund payments be used for capital improvement projects that broadly provide potential economic development in a community?*

In general, no. If capital improvement projects are not necessary expenditures incurred due to the COVID-19 public health emergency, then Fund payments may not be used for such projects.

However, Fund payments may be used for the expenses of, for example, establishing temporary public medical facilities and other measures to increase COVID-19 treatment capacity or improve mitigation measures, including related construction costs.

*The Guidance includes workforce bonuses as an example of ineligible expenses but provides that hazard pay would be eligible if otherwise determined to be a necessary expense. Is there a specific definition of “hazard pay”?*

Hazard pay means additional pay for performing hazardous duty or work involving physical hardship, in each case that is related to COVID-19.

*The Guidance provides that ineligible expenditures include “[p]ayroll or benefits expenses for employees whose work duties are not substantially dedicated to mitigating or responding to the COVID-19 public health emergency.” Is this intended to relate only to public employees?*

Yes. This particular nonexclusive example of an ineligible expenditure relates to public employees. A recipient would not be permitted to pay for payroll or benefit expenses of private employees and any financial assistance (such as grants or short-term loans) to private employers are not subject to the restriction that the private employers’ employees must be substantially dedicated to mitigating or responding to the COVID-19 public health emergency.

*May counties pre-pay with CARES Act funds for expenses such as a one or two-year facility lease, such as to house staff hired in response to COVID-19?*

A government should not make prepayments on contracts using payments from the Fund to the extent that doing so would not be consistent with its ordinary course policies and procedures.

*Must a stay-at-home order or other public health mandate be in effect in order for a government to provide assistance to small businesses using payments from the Fund?*

No. The Guidance provides, as an example of an eligible use of payments from the Fund, expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures. Such assistance may be provided using amounts received from the Fund in the absence of a requirement to close businesses if the relevant government determines that such expenditures are necessary in response to the public health emergency.

***Should States receiving a payment transfer funds to local governments that did not receive payments directly from Treasury?***

Yes, provided that the transferred funds are used by the local government for eligible expenditures under the statute. To facilitate prompt distribution of Title V funds, the CARES Act authorized Treasury to make direct payments to local governments with populations in excess of 500,000, in amounts equal to 45% of the local government's per capita share of the statewide allocation. This statutory structure was based on a recognition that it is more administratively feasible to rely on States, rather than the federal government, to manage the transfer of funds to smaller local governments. Consistent with the needs of all local governments for funding to address the public health emergency, States should transfer funds to local governments with populations of 500,000 or less, using as a benchmark the per capita allocation formula that governs payments to larger local governments. This approach will ensure equitable treatment among local governments of all sizes.

For example, a State received the minimum \$1.25 billion allocation and had one county with a population over 500,000 that received \$250 million directly. The State should distribute 45 percent of the \$1 billion it received, or \$450 million, to local governments within the State with a population of 500,000 or less.

***May a State impose restrictions on transfers of funds to local governments?***

Yes, to the extent that the restrictions facilitate the State's compliance with the requirements set forth in section 601(d) of the Social Security Act outlined in the Guidance and other applicable requirements such as the Single Audit Act, discussed below. Other restrictions are not permissible.

***If a recipient must issue tax anticipation notes (TANs) to make up for tax due date deferrals or revenue shortfalls, are the expenses associated with the issuance eligible uses of Fund payments?***

If a government determines that the issuance of TANs is necessary due to the COVID-19 public health emergency, the government may expend payments from the Fund on the interest expense payable on TANs by the borrower and unbudgeted administrative and transactional costs, such as necessary payments to advisors and underwriters, associated with the issuance of the TANs.

***May recipients use Fund payments to expand rural broadband capacity to assist with distance learning and telework?***

Such expenditures would only be permissible if they are necessary for the public health emergency. The cost of projects that would not be expected to increase capacity to a significant extent until the need for distance learning and telework have passed due to this public health emergency would not be necessary due to the public health emergency and thus would not be eligible uses of Fund payments.

***Are costs associated with increased solid waste capacity an eligible use of payments from the Fund?***

Yes, costs to address increase in solid waste as a result of the public health emergency, such as relates to the disposal of used personal protective equipment, would be an eligible expenditure.

***May payments from the Fund be used to cover across-the-board hazard pay for employees working during a state of emergency?***

No. The Guidance says that funding may be used to meet payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency. Hazard pay is a form of payroll expense and is subject to this limitation, so Fund payments may only be used to cover hazard pay for such individuals.

***May Fund payments be used for expenditures related to the administration of Fund payments by a State, territorial, local, or Tribal government?***

Yes, if the administrative expenses represent an increase over previously budgeted amounts and are limited to what is necessary. For example, a State may expend Fund payments on necessary administrative expenses incurred with respect to a new grant program established to disburse amounts received from the Fund.

***May recipients use Fund payments to provide loans?***

Yes, if the loans otherwise qualify as eligible expenditures under section 601(d) of the Social Security Act as implemented by the Guidance. Any amounts repaid by the borrower before December 30, 2020, must be either returned to Treasury upon receipt by the unit of government providing the loan or used for another expense that qualifies as an eligible expenditure under section 601(d) of the Social Security Act. Any amounts not repaid by the borrower until after December 30, 2020, must be returned to Treasury upon receipt by the unit of government lending the funds.

***May Fund payments be used for expenditures necessary to prepare for a future COVID-19 outbreak?***

Fund payments may be used only for expenditures necessary to address the current COVID-19 public health emergency. For example, a State may spend Fund payments to create a reserve of personal protective equipment or develop increased intensive care unit capacity to support regions in its jurisdiction not yet affected, but likely to be impacted by the current COVID-19 pandemic.

***May funds be used to satisfy non-federal matching requirements under the Stafford Act?***

Yes, payments from the Fund may be used to meet the non-federal matching requirements for Stafford Act assistance to the extent such matching requirements entail COVID-19-related costs that otherwise satisfy the Fund's eligibility criteria and the Stafford Act. Regardless of the use of Fund payments for such purposes, FEMA funding is still dependent on FEMA's determination of eligibility under the Stafford Act.

***Must a State, local, or tribal government require applications to be submitted by businesses or individuals before providing assistance using payments from the Fund?***

Governments have discretion to determine how to tailor assistance programs they establish in response to the COVID-19 public health emergency. However, such a program should be structured in such a manner as will ensure that such assistance is determined to be necessary in response to the COVID-19 public health emergency and otherwise satisfies the requirements of the CARES Act and other applicable law. For example, a per capita payment to residents of a particular jurisdiction without an assessment of individual need would not be an appropriate use of payments from the Fund.

***May Fund payments be provided to non-profits for distribution to individuals in need of financial assistance, such as rent relief?***

Yes, non-profits may be used to distribute assistance. Regardless of how the assistance is structured, the financial assistance provided would have to be related to COVID-19.

***May recipients use Fund payments to remarket the recipient's convention facilities and tourism industry?***

Yes, if the costs of such remarketing satisfy the requirements of the CARES Act. Expenses incurred to publicize the resumption of activities and steps taken to ensure a safe experience may be needed due to

the public health emergency. Expenses related to developing a long-term plan to reposition a recipient's convention and tourism industry and infrastructure would not be incurred due to the public health emergency and therefore may not be covered using payments from the Fund.

***May a State provide assistance to farmers and meat processors to expand capacity, such to cover overtime for USDA meat inspectors?***

If a State determines that expanding meat processing capacity, including by paying overtime to USDA meat inspectors, is a necessary expense incurred due to the public health emergency, such as if increased capacity is necessary to allow farmers and processors to donate meat to food banks, then such expenses are eligible expenses, provided that the expenses satisfy the other requirements set forth in section 601(d) of the Social Security Act outlined in the Guidance.

***The guidance provides that funding may be used to meet payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency. May Fund payments be used to cover such an employee's entire payroll cost or just the portion of time spent on mitigating or responding to the COVID-19 public health emergency?***

As a matter of administrative convenience, the entire payroll cost of an employee whose time is substantially dedicated to mitigating or responding to the COVID-19 public health emergency is eligible, provided that such payroll costs are incurred by December 30, 2020. An employer may also track time spent by employees related to COVID-19 and apply Fund payments on that basis but would need to do so consistently within the relevant agency or department.

***May Fund payments be used to cover increased administrative leave costs of public employees who could not telework in the event of a stay at home order or a case of COVID-19 in the workplace?***

The statute requires that payments be used only to cover costs that were not accounted for in the budget most recently approved as of March 27, 2020. As stated in the Guidance, a cost meets this requirement if either (a) the cost cannot lawfully be funded using a line item, allotment, or allocation within that budget or (b) the cost is for a substantially different use from any expected use of funds in such a line item, allotment, or allocation. If the cost of an employee was allocated to administrative leave to a greater extent than was expected, the cost of such administrative leave may be covered using payments from the Fund.

#### **Questions Related to Administration of Fund Payments**

***Do governments have to return unspent funds to Treasury?***

Yes. Section 601(f)(2) of the Social Security Act, as added by section 5001(a) of the CARES Act, provides for recoupment by the Department of the Treasury of amounts received from the Fund that have not been used in a manner consistent with section 601(d) of the Social Security Act. If a government has not used funds it has received to cover costs that were incurred by December 30, 2020, as required by the statute, those funds must be returned to the Department of the Treasury.

***What records must be kept by governments receiving payment?***

A government should keep records sufficient to demonstrate that the amount of Fund payments to the government has been used in accordance with section 601(d) of the Social Security Act.

***May recipients deposit Fund payments into interest bearing accounts?***

Yes, provided that if recipients separately invest amounts received from the Fund, they must use the interest earned or other proceeds of these investments only to cover expenditures incurred in accordance with section 601(d) of the Social Security Act and the Guidance on eligible expenses. If a government deposits Fund payments in a government's general account, it may use those funds to meet immediate cash management needs provided that the full amount of the payment is used to cover necessary expenditures. Fund payments are not subject to the Cash Management Improvement Act of 1990, as amended.

***May governments retain assets purchased with payments from the Fund?***

Yes, if the purchase of the asset was consistent with the limitations on the eligible use of funds provided by section 601(d) of the Social Security Act.

***What rules apply to the proceeds of disposition or sale of assets acquired using payments from the Fund?***

If such assets are disposed of prior to December 30, 2020, the proceeds would be subject to the restrictions on the eligible use of payments from the Fund provided by section 601(d) of the Social Security Act.

***Are Fund payments to State, territorial, local, and tribal governments considered grants?***

No. Fund payments made by Treasury to State, territorial, local, and Tribal governments are not considered to be grants but are "other financial assistance" under 2 C.F.R. § 200.40.

***Are Fund payments considered federal financial assistance for purposes of the Single Audit Act?***

Yes, Fund payments are considered to be federal financial assistance subject to the Single Audit Act (31 U.S.C. §§ 7501-7507) and the related provisions of the Uniform Guidance, 2 C.F.R. § 200.303 regarding internal controls, §§ 200.330 through 200.332 regarding subrecipient monitoring and management, and subpart F regarding audit requirements.

***Are Fund payments subject to other requirements of the Uniform Guidance?***

Fund payments are subject to the following requirements in the Uniform Guidance (2 C.F.R. Part 200): 2 C.F.R. § 200.303 regarding internal controls, 2 C.F.R. §§ 200.330 through 200.332 regarding subrecipient monitoring and management, and subpart F regarding audit requirements.

***Is there a Catalog of Federal Domestic Assistance (CFDA) number assigned to the Fund?***

Yes. The CFDA number assigned to the Fund is 21.019.

***If a State transfers Fund payments to its political subdivisions, would the transferred funds count toward the subrecipients' total funding received from the federal government for purposes of the Single Audit Act?***

Yes. The Fund payments to subrecipients would count toward the threshold of the Single Audit Act and 2 C.F.R. part 200, subpart F re: audit requirements. Subrecipients are subject to a single audit or program-

specific audit pursuant to 2 C.F.R. § 200.501(a) when the subrecipients spend \$750,000 or more in federal awards during their fiscal year.

*Are recipients permitted to use payments from the Fund to cover the expenses of an audit conducted under the Single Audit Act?*

Yes, such expenses would be eligible expenditures, subject to the limitations set forth in 2 C.F.R. § 200.425.

*If a government has transferred funds to another entity, from which entity would the Treasury Department seek to recoup the funds if they have not been used in a manner consistent with section 601(d) of the Social Security Act?*

The Treasury Department would seek to recoup the funds from the government that received the payment directly from the Treasury Department. State, territorial, local, and Tribal governments receiving funds from Treasury should ensure that funds transferred to other entities, whether pursuant to a grant program or otherwise, are used in accordance with section 601(d) of the Social Security Act as implemented in the Guidance.



## Board of Commissioners

Polk County Government Center  
612 N Broadway – Room 211  
Crookston, MN 56716-1452

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TO: POLK COUNTY BOARD OF COMMISSIONERS

FROM: CHUCK WHITING, POLK COUNTY ADMINISTRATOR

MEETING DATE: July 21, 2020

AGENDA ITEM: County Administrator Performance Evaluation Prep

SUMMARY: The Board conducts an annual performance evaluation of the County Administrator.

1. The Board normally discusses how it wants to conduct the evaluation prior to proceeding. In the past, each member has filled out an evaluation form and submitted it to the Human Resource Director for compiling and sharing with the Board Chair.
2. The compiled evaluation is then shared with the County Administrator in a closed session, with a reporting statement made afterwards in open session.
3. Chuck Whiting's anniversary date with the County is August 20, so the August 18 Board meeting would be the expected date for the actual evaluation, or another date if the Board so chooses.

### ACTION REQUESTED:

1. Discussion of the process and selection of a meeting date for the actual evaluation meeting.

**TO: COUNTY BOARD**

**FROM: COMMISSIONER GARY WILLHITE**

**RE: CHUCK WHITING PERFORMANCE APPRAISAL**

An important component of the County's performance appraisal process is the opportunity for an employee to provide feedback to his/her supervisor regarding the supervisor's performance during the past year.

Listed below are a number of rating factors that deal with Chuck Whiting's performance. Read the definition for each factor and then check one of the following ratings: A *Significant Strength* of the supervisor's performance, *Fulfills Needs* of people in the department, or *Improvement Recommended*. Use the "Supporting Comments" section to provide some examples which help explain your rating. **Please submit the completed form to Chair Don Diedrich at the August 1<sup>st</sup> County Board meeting.** Thank you!

**SUPERVISOR PERFORMANCE FACTORS FOR CHUCK WHITING**

	Significant Strength	Fulfills Needs	Improvement Recommended
<b>1. TECHNICAL/JOB KNOWLEDGE</b> Possesses appropriate knowledge of jobs within the department; keeps abreast of new developments, technology, trends, and the performance of employees within the department.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>2. COMMUNICATIONS</b> Communicated appropriately with department members in written and oral form. Is available for questions/assistance as much as possible.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>3. TEAMWORK</b> Works and interacts with others within the department to accomplish our overall goals. Is willing to assist others with work when backlogged.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>4. LEADERSHIP</b> Conveys ideas in a convincing way and motivates others within the department. Initiates and coordinates various activities/projects. Willing to accept/assume responsibilities.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>5. ORGANIZATIONAL SKILLS</b> Effectively organizes and directs the work of employees.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>6. INSPIRATION</b> Enrolls and enlists people in the department in the vision for the City; encourages people in the department to take pride in the City, its services, and its employees.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>7. DEVELOPS PEOPLE</b> Recognizes an individual's career goals and creates growth opportunities. Makes an effort to get to know individual employees' strengths and weaknesses.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>8. CREATES AN INCLUSIVE ENVIRONMENT</b> Recognizes, values and rewards diversity among employees.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>9. FAIRNESS</b> Treats employees and issues in a consistent manner within City policies and guidelines.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>10. PROBLEM RESOLUTION</b> Resolves problems involving employees and issues within the department in an accurate and timely manner. Able to make decisions to solve problems within his/her authority.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Supporting Comments:

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Evaluator's Name: \_\_\_\_\_

Employee Name: Chuck Whiting

Date: August 18, 2020

Department: County Administrator

Period of Review: 2020

Reviewer: County Board of Commissioners

Reviewer's Title: County Board of Commissioners

All Excellent and Needs Improvements must have written comments

Attach current position description

	Excellent	Good	Satisfactory	Needs Improvement	Comments
<b>Performance Evaluation - General</b>					
Job Knowledge					
Productivity					
Work Quality					
Technical Skills					
Work Consistency					
Enthusiasm					
Cooperation					
Attitude					
Initiative					
Work Relations					
Creativity					
Punctuality					
Attendance					
Dependability					
Communications Skills					

<b>Performance Evaluation - Supervisor Positions</b>					
Supervision of employees					
Board relations					
Management relations					
Leadership					
Planning					
Implementation					

<b>Position Specific Objectives for Past Year</b>					
Strong Communicator					
Customer Service					
Fiscal Responsibility					
Innovation and Creativity					
Collaborative Leader					
Personal Relationships]					
Strategic Orientation					
Transition in the Role					
Human Resources					
Community Engagement					
Information Technology					

Taxpayer Service Center					
Develop the Position					

**Opportunities and Objectives for Coming Year**

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**Reviewer Signature:**

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

**I have read and commented on this evaluation:  
Employee Signature**

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

**Employee comments:**

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**Additional comments:**

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**Human Resources Office Only**

Received by Human Resources Coordinator and Filed in Employeed Personnel File:

HR Coordinator Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**\*\*\* Polk County \*\*\***



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	95,501.19	General Revenue Fund
	3	152,761.44	Public Works Fund
	16	61,964.25	Public Safety Fund
	18	12,069.11	Public Health Fund
	25	446.13	Forfeited Tax Sale Fund
	38	1,305.80	CAP Grant Project
	40	11,801.55	Spec Assmnts (Ditch) Fund
	48	8,759.40	Environmntal Services Fund
	64	111,092.33	Resource Recovery Fund
	65	30,195.78	Landfill Fund
	76	3,033.80	Agency Fund
<b>All Funds</b>		<b>488,930.78</b>	<b>Total</b>

Approved by, .....

.....

.....

**BOARD OF COMMISSIONERS**

**June 19 , 2020**

**PER DIEMS**

<b>Don Diedrich</b>	GENERAL REVENUE - COMMISSIONER (1-001)	\$ 150.00	
	<i>Total</i>		\$ 150.00
<b>Gerald Jacobson</b>	GENERAL REVENUE - COMMISSIONER (1-001)	\$ 150.00	
	<i>Total</i>		\$ 150.00
<b>Joan Lee</b>	GENERAL REVENUE - COMMISSIONER (1-001)	\$ 525.00	
	<i>Total</i>		\$ 525.00
<b>Warren Strandell</b>	GENERAL REVENUE - COMMISSIONER (1-001)	\$ 300.00	
	<i>Total</i>		\$ 300.00
<b>Gary Willhite</b>	GENERAL REVENUE - COMMISSIONER (1-001)	\$ 1,125.00	
	<i>Total</i>		\$ 1,125.00
<b>GRAND TOTAL PER DIEMS</b>			<b>\$ 2,250.00</b>

**MEAL REIMBURSMENTS**

(w/o overnight lodging)

Jon Steiner	Environmental Services	\$ 179.99
<b>GRAND TOTAL MEALS</b>		<b>\$ 179.99</b>

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\*\*\* Polk County \*\*\*

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



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

Explode Dist. Formulas N

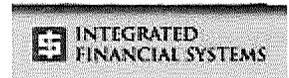
Paid on Behalf Of Name  
on Audit List?: N

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

Save Report Options?: N

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Resource Recovery Fund

\*\*\* Polk County \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
<b>4305 Acme Electric Companies</b>					
64- 390- 000- 0000- 6301		310.40	Parts for JLG	16513	Machinery & Equip. Repairs N
64- 390- 000- 0000- 6859		21.34	Sales Tax	16513	Sales Tax N
<b>4305 Acme Electric Companies</b>		<b>331.74</b>	<b>2 Transactions</b>		
<b>1799 Acme Rents</b>					
01- 111- 188- 1212- 6344		75.00	Rent 8X16 trailer 6/23/2020	7683854	Rentals N
01- 111- 188- 1212- 6344		100.00	Rent 8/16 trailers 6/29/2020	7696412	Rentals N
01- 111- 188- 1212- 6344		97.09	Drywall vacuum/EGF clean up	7700190	Rentals N
<b>1799 Acme Rents</b>		<b>272.09</b>	<b>3 Transactions</b>		
<b>4307 Acme Tools - Grand Forks</b>					
01- 111- 000- 5555- 6412		897.00	Supplies/Disinfectant wipes	7657982	Custodial Supplies N
<b>4307 Acme Tools - Grand Forks</b>		<b>897.00</b>	<b>1 Transactions</b>		
<b>847 Advanced Tire &amp; Auto Service</b>					
65- 392- 000- 0000- 6563		699.68	Grn Chevy Pickup Repairs	41517	Tires, Tubes, Batteries & M.V. Parts N
65- 392- 000- 0000- 6859		32.65	Sales Tax	41517	Sales Tax N
<b>847 Advanced Tire &amp; Auto Service</b>		<b>732.33</b>	<b>2 Transactions</b>		
<b>6879 Agiliti Health Inc</b>					
01- 111- 197- 0907- 6303		310.50	Medical Refrigeration Calibrat	90057386	other repair & maintenance non- count N
<b>6879 Agiliti Health Inc</b>		<b>310.50</b>	<b>1 Transactions</b>		
<b>7997 Al's Electric Inc</b>					
64- 391- 000- 0000- 6303		2,491.05	Power- outlets/picking platform	11748	Other Repair,Maintenance & Operation N
64- 391- 000- 0000- 6859		8.35	tax	11748	Sales Tax N
<b>7997 Al's Electric Inc</b>		<b>2,499.40</b>	<b>2 Transactions</b>		
<b>6979 Alternative Sanitation</b>					
01- 521- 000- 0000- 6303		170.23	Services	2916	Other Repair, Maintenance & Operatio Y
03- 330- 000- 0000- 6303		93.60	Services	2911	Other Repair, Maintenance & Operatio Y
<b>6979 Alternative Sanitation</b>		<b>263.83</b>	<b>2 Transactions</b>		
<b>3324 Altru Health System</b>					
18- 481- 000- 0000- 6285		420.00	Consult DrDorman July 2020- 91	800000865	Consulting Y
18- 483- 464- 0000- 6272		320.00	JuneContractedSvcs EAndrews- 17	5145	Services Y

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Public Health Fund

**\*\*\* Polk County \*\*\***

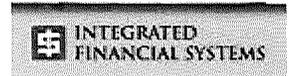


Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
3324 Altru Health System		740.00	2 Transactions		
<b>10146 Ameripride Linen &amp; Apparel Serv</b>					
65-392-000-0000-6412		291.09	Custodial Supplies	561200	Custodial Supplies N
65-392-000-0000-6425		269.00	Uniforms	561200	Clothing N
65-392-000-0000-6859		39.91	Sales tax	561200	Sales Tax N
<b>10146 Ameripride Linen &amp; Apparel Serv</b>		600.00	3 Transactions		
<b>6050 Ameripride Linen &amp; Apparel Service</b>					
64-390-000-0000-6412		417.42	Custodial Supplies	350442600	Custodial Supplies N
64-390-000-0000-6425		1,197.44	Uniforms	350442600	Clothing N
64-390-000-0000-6859		159.23	Sales Tax	350442600	Sales Tax N
64-391-000-0000-6412		132.32	Custodial Supplies	350442601	Custodial Supplies N
64-391-000-0000-6425		580.90	Uniforms	350442601	Clothing N
64-391-000-0000-6859		50.82	Tax	650442601	Sales Tax N
<b>6050 Ameripride Linen &amp; Apparel Service</b>		2,538.13	6 Transactions		
<b>6504 Anders Valley Publishing, LLC</b>					
01-041-000-0000-6241		39.10	Prop Taxes Due At 5/15/2020	7690	Publishing - Advertising N
01-061-000-0000-6241		36.80	Personnel Ad	7828	Publishing - Advertising N
01-064-000-0000-6241		126.75	Publication Notice of Offices	7665 - General	Advertising N
01-064-519-5555-6241		122.80	Pub. Candidate filing info	7746	Publishing - Advertising N
01-064-519-5555-6241		132.80	Pub. Candidate filing info	7792	Publishing - Advertising N
01-551-000-0000-6242		35.00	Annual Subscription 2020	6283	Subscriptions N
<b>6504 Anders Valley Publishing, LLC</b>		493.25	6 Transactions		
<b>6718 Association of Mn Counties</b>					
01-065-000-0000-6243		2,249.00	2020 MNCITLA Dues	MNCITLA- Polk	Membership Dues N
<b>6718 Association of Mn Counties</b>		2,249.00	1 Transactions		
<b>2765 Auto Value - Crookston</b>					
01-140-000-0000-6303		13.44	Supplies	C#7642600	Other Repair, Maintenance & Operator N
03-330-000-0000-6303		74.66	Supplies	C#7642600	Other Repair, Maintenance & Operator N
03-330-000-0000-6564		1,824.68	Parts	C#7642600	Machinery Parts N
<b>2765 Auto Value - Crookston</b>		1,912.78	3 Transactions		
<b>4590 Auto Value Fosston</b>					

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Resource Recovery Fund

\*\*\* Polk County \*\*\*

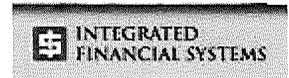


Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>	
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u> <u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>		
64- 390- 000- 0000- 6301		313.95	Parts for Equipment	13002587	Machinery & Equip. Repairs	N
64- 390- 000- 0000- 6305		37.25	Non Taxable parts/supplies	13002587	Equipment Repair Supplies\ Nontaxabl	N
<b>4590 Auto Value Fosston</b>		<b>351.20</b>	<b>2 Transactions</b>			
<b>6460 AXON ENTERPRISE INC</b>						
16- 200- 000- 0000- 6454		394.44	Tech Assurance Plan	SI- 1665512	Law Enforcement Supplies	N
<b>6460 AXON ENTERPRISE INC</b>		<b>394.44</b>	<b>1 Transactions</b>			
<b>736 Batteries + Bulbs</b>						
01- 111- 188- 1212- 6414		115.90	12V Batteries/Simplex panel	P28530978	Maintenance Supplies	N
<b>736 Batteries + Bulbs</b>		<b>115.90</b>	<b>1 Transactions</b>			
<b>6917 Bearings and More of Wadena</b>						
64- 391- 000- 0000- 6301		1,297.08	Drum Feeder/Magnet Belt Parts	4356501	Machinery & Equipment	N
<b>6917 Bearings and More of Wadena</b>		<b>1,297.08</b>	<b>1 Transactions</b>			
<b>721 Beltrami Industrial Services</b>						
64- 390- 392- 7210- 6301		42,247.77	Repairs to #2 Primary Chamber	29537	Machinery & Equip. Repairs	N
<b>721 Beltrami Industrial Services</b>		<b>42,247.77</b>	<b>1 Transactions</b>			
<b>4313 Bemidji Welders Supply</b>						
64- 390- 000- 0000- 6565		489.21	Welding Supplies	57200	Other Repair & Maintenance Supplies	N
64- 390- 000- 0000- 6859		34.86	Sales Tax	57200	Sales Tax	N
<b>4313 Bemidji Welders Supply</b>		<b>524.07</b>	<b>2 Transactions</b>			
<b>154 Bertils Gravel &amp; Excavation Llc</b>						
40- 614- 000- 0000- 6357		420.00	Ditch Work	6917	Ditch Services	Y
40- 699- 000- 0000- 6357		190.00	Ditch Work	6917	Ditch Services	Y
40- 740- 000- 0000- 6357		420.00	Ditch Work	6917	Ditch Services	Y
48- 396- 000- 0000- 6302		532.10	- Rec Concrete- Compst Bunkr	6923	Grounds	Y
<b>154 Bertils Gravel &amp; Excavation Llc</b>		<b>1,562.10</b>	<b>4 Transactions</b>			
<b>5603 Bibow/Emily</b>						
18- 482- 000- 0000- 6331		60.95	Correction Center Mileage- 53		Mileage	N
<b>5603 Bibow/Emily</b>		<b>60.95</b>	<b>1 Transactions</b>			
<b>6667 Bilyeu/Ashley</b>						

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Environmntal Services Fun

**\*\*\* Polk County \*\*\***



Audit List for Board **COMMISSIONER'S VOUCHERS ENTRIES**

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
6667 Bilyeu/Ashley		365.70	Mileage	June 2020	Mileage N
		365.70	<b>1 Transactions</b>		
5851 Blilie/Holly		6.33	COVID- 19 Response Mileage		Mileage N
		6.33	<b>1 Transactions</b>		
5067 Blue Tarp Financial Inc		198.00	Supplies	A#145049	Other Repair, Maintenance & Operator N
		1,392.99	Parts	A#145049	Machinery Parts N
5067 Blue Tarp Financial Inc		1,590.99	<b>2 Transactions</b>		
3076 Bob's Lawn Care		75.00	Mowing 82.00575.00	9730M	Labor Charges Y
		201.85	Mowing 82.001248.00	9731M	Labor Charges Y
		169.28	Mowing 82.02011.00	9732M	Labor Charges Y
3076 Bob's Lawn Care		446.13	<b>3 Transactions</b>		
11667 Border States Electric Supply		338.40	FL T8/180/Maint supplies	920096926	Maintenance Supplies N
		451.20	FL t8/Maint Supplies	920209975	Maintenance Supplies N
11667 Border States Electric Supply		789.60	<b>2 Transactions</b>		
4745 Brad's Electric		19.50	Ballast/Jail	156	other repair & maintenance non- count Y
		75.00	Labor	156	Labor Charges Y
		81.15	Data Drop/Lisc Ctr	157	other repair & maintenance non- count Y
		262.50	Labor	157	Labor Charges Y
		332.00	Emergency Backup Battery Hallw	158	other repair/maintenance non- county Y
		75.00	Labor	158	Labor Charges Y
		2.85	Repair Broken Receptacle/motor	159	other repair/maintenance non- county Y
		225.00	Labor	159	Labor Charges Y
4745 Brad's Electric		1,073.00	<b>8 Transactions</b>		
11171 Brandner Printing		51.12	Business Cards	3985	Office Supplies N
		68.00	Misc Supplies	4077	Other Repair, Maintenance & Operator N

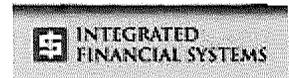
**\*\*\* Polk County \*\*\***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
18- 481- 000- 0000- 6403		18.95	office supplies- 91	48501	Misc. Supplies N
18- 485- 469- 0000- 6403		1,177.16	Office Supplies- 69		Misc. Supplies N
<b>11171 Brandner Printing</b>		<b>1,315.23</b>	<b>4 Transactions</b>		
<b>143 Brost Chevrolet Inc</b>					
03- 330- 000- 0000- 6564		421.50	Parts	116364	Machinery Parts N
16- 200- 000- 0000- 6303		299.70	Services many units		Other Repair & Maintenance N
16- 200- 000- 0000- 6303		1,171.14	Services many nits		Other Repair & Maintenance N
16- 200- 000- 0000- 6303		158.00	Battery Unit 228		Other Repair & Maintenance N
<b>143 Brost Chevrolet Inc</b>		<b>2,050.34</b>	<b>4 Transactions</b>		
<b>131 Burggrafs Ace Hardware</b>					
01- 520- 000- 0000- 6303		42.98	Supplies	C#42933	Other Repair, Maintenance & Operatio N
03- 330- 000- 0000- 6303		449.99	Supplies	C#42933	Other Repair, Maintenance & Operatio N
16- 200- 000- 0000- 6403		16.95	Supplies for LEC	389389	Misc. Supplies N
16- 200- 000- 0000- 6403		13.06	Supplies Unit 256	391393	Misc. Supplies N
16- 202- 000- 0000- 6403		11.99	Baot & Water Equipment	389459	Misc. Supplies N
16- 202- 000- 0000- 6403		17.17	Baot & Water Equipment	390028	Misc. Supplies N
64- 390- 000- 0000- 6254		39.98	Pest Control Supplies	42974	Other Utilities N
64- 390- 000- 0000- 6301		596.12	Mach/Equip Repairs	42974	Machinery & Equip. Repairs N
64- 390- 000- 0000- 6302		2.78	Grounds	42974	Grounds N
64- 390- 000- 0000- 6305		45.40	Nontaxabel parts/supplies	42974	Equipment Repair Supplies\ Nontaxabl N
64- 390- 000- 0000- 6412		56.33	Cleaning Supplies	42974	Custodial Supplies N
64- 390- 000- 0000- 6414		39.96	Shop Supplies	42974	Maintenance Supplies N
64- 390- 000- 0000- 6417		53.98	COVID- 19 Safety Supplies	42974	Safety Equipment & Supplies N
64- 390- 000- 0000- 6564		11.10	Parts/Supplies Recycling Ctr	42974	Machinery Parts N
64- 390- 000- 0000- 6565		35.97	Shop Supplies	42974	Other Repair & Maintenance Supplies N
64- 390- 000- 0000- 6566		138.41	Small Tools	42974	Small Tools N
64- 390- 000- 0000- 6859		25.97	Sales Tax	42974	Sales Tax N
64- 391- 000- 0000- 6301		251.93	Equipment supplies	42974	Machinery & Equipment N
64- 391- 000- 0000- 6305		79.35	nontaxable supplies/parts	42974	Equipment Repair Supplies\ Nontaxabl N
64- 391- 000- 0000- 6409		549.94	Two way radio Supplies/Charger	42974	Office Furniture & Equipment N
64- 391- 000- 0000- 6412		34.13	Cleaning Supplies	42974	Custodial Supplies N
64- 391- 000- 0000- 6414		23.98	Maint Supplies	42974	Maintenance Supplies N
64- 391- 000- 0000- 6566		210.99	Trommel Tools	42974	Small Tools N
64- 391- 000- 0000- 6859		46.81	Sales Tax	42974	Sales Tax N
<b>131 Burggrafs Ace Hardware</b>		<b>2,795.27</b>	<b>24 Transactions</b>		

**\*\*\* Polk County \*\*\***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
<b>4868 Burrack/Wade</b>					
64- 390- 000- 0000- 6425		104.99	Boot Allowance	2020	Clothing N
<b>4868 Burrack/Wade</b>		104.99	<b>1 Transactions</b>		
<b>672 Cardinal Health</b>					
18- 483- 464- 5122- 6456		64.73	FP Med/ Apri, doxycycline	3594033	Miscellaneous Operating Supplies N
18- 483- 464- 5122- 6456		27.94	FP Meds	3614110	Miscellaneous Operating Supplies N
<b>672 Cardinal Health</b>		92.67	<b>2 Transactions</b>		
<b>5515 Carlstrom/Darin</b>					
03- 320- 000- 0000- 6331		74.75	Mileage		Mileage N
<b>5515 Carlstrom/Darin</b>		74.75	<b>1 Transactions</b>		
<b>6459 Carlstrom/Natalie</b>					
03- 330- 000- 0000- 6303		125.00	Services	1	Other Repair, Maintenance & Operatiors Y
03- 340- 000- 0000- 6303		150.00	Services	1	Other Repair, Maintenance & Operatiors Y
<b>6459 Carlstrom/Natalie</b>		275.00	<b>2 Transactions</b>		
<b>420 Central States Wire Products Inc</b>					
64- 391- 000- 0000- 6833		1,658.63	Bale Wire	45222	Supplies N
<b>420 Central States Wire Products Inc</b>		1,658.63	<b>1 Transactions</b>		
<b>6128 Cheryl's Cleaning Service</b>					
48- 396- 000- 0000- 6345		700.00	June Cleaning	084296	Cleaning Agreement Y
64- 390- 000- 0000- 6345		910.00	Cleaning Services	84295	Cleaning Agreement Y
64- 391- 000- 0000- 6345		490.00	Cleaning Services	84295	Cleaning Agreement Y
<b>6128 Cheryl's Cleaning Service</b>		2,100.00	<b>3 Transactions</b>		
<b>6868 Chiller Systems Inc</b>					
01- 111- 197- 0000- 6204		82.22	Freight	IVC26058	Freight Charges N
01- 111- 197- 0000- 6342		6,992.34	Service Agreement JC Repairs	IVC26058	Maintenance Agreements N
<b>6868 Chiller Systems Inc</b>		7,074.56	<b>2 Transactions</b>		
<b>5181 Christian Brothers Ford Inc</b>					
16- 200- 000- 0000- 6303		655.97	Services Unit 247,235,224		Other Repair & Maintenance N
16- 200- 000- 0000- 6303		1,096.32	Services Unit 234,246,238		Other Repair & Maintenance N

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
5181 Christian Brothers Ford Inc		1,752.29	2 Transactions		
3627 Christian Motors Inc					
03- 330- 000- 0000- 6303		37.95	Supplies	C#P16119	Other Repair, Maintenance & Operator N
16- 200- 000- 0000- 6303		147.35	Services Unit 257	22944	Other Repair & Maintenance N
3627 Christian Motors Inc		185.30	2 Transactions		
8960 Church & Dwight Co Inc					
64- 390- 000- 0000- 6416		19,455.74	Chemicals- Sodium Bicarb	100007424	Boiler Chemicals/Salt N
8960 Church & Dwight Co Inc		19,455.74	1 Transactions		
5969 Clark Dailey Construction					
40- 623- 000- 0000- 6357		480.00	Ditch Work	388180	Ditch Services Y
40- 655- 000- 0000- 6357		2,400.00	Ditch Work	388177	Ditch Services Y
40- 668- 000- 0000- 6357		1,440.00	Ditch Work	388178- 79	Ditch Services Y
5969 Clark Dailey Construction		4,320.00	3 Transactions		
12471 Clay County Public Health					
18- 579- 000- 5214- 6851		2,000.00	EBHV Contract- Oct- Dec Share	CWEBHV2	Remittance Of Revenue N
12471 Clay County Public Health		2,000.00	1 Transactions		
4878 Code 4 Services Inc					
16- 200- 000- 0000- 6608		1,951.26	Lights & Siren Install Unit 26	5515	Vehicles Purchased N
16- 200- 000- 0000- 6608		4,193.22	Services Unit 226	5584	Vehicles Purchased N
16- 200- 000- 0000- 6303		55.81	Services Unit 266	5601	Other Repair & Maintenance N
4878 Code 4 Services Inc		6,200.29	3 Transactions		
5008 Cope Plastics Inc					
03- 330- 000- 0000- 6303		716.22	Supplies	600995	Other Repair, Maintenance & Operator N
5008 Cope Plastics Inc		716.22	1 Transactions		
12759 Corona Services					
18- 493- 000- 0000- 6272		120.32	june lawn care/lafromboise- 33		Services Y
12759 Corona Services		120.32	1 Transactions		
5120 Corona/Anna					
18- 481- 000- 0000- 6331		43.70	Staff Admin Mileage- 91		Mileage N

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Public Health Fund

\*\*\* Polk County \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>	
5120 Corona/Anna		43.70	1 Transactions		
6770 Cote/Michelle					
01-041-000-0000-6331		31.63	June - Mileage Cote	Mileage	N
6770 Cote/Michelle		31.63	1 Transactions		
6213 County Pet Foods, LLC					
64-390-000-0000-6416		5,409.18	Softner Salt for Boilers	47830 Boiler Chemicals/Salt	N
6213 County Pet Foods, LLC		5,409.18	1 Transactions		
12605 Crookston Building Center					
03-310-000-0000-6505		37.52	Patching Material	A#2049 Aggregates,Sand,Patching Material	N
03-330-000-0000-6303		9.12	Supplies	A#2049 Other Repair, Maintenance & Operati	N
03-330-000-0000-6564		50.00	Parts	A#2049 Machinery Parts	N
12605 Crookston Building Center		96.64	3 Transactions		
9749 Crookston Fuel Company					
65-392-000-0000-6561		2,608.15	Fuel	3157 Fuels	N
65-393-000-0000-6561		2,608.15	Fuel	3157 Fuels	N
9749 Crookston Fuel Company		5,216.30	2 Transactions		
12277 Crookston Paint & Glass					
01-111-187-5555-6565		241.00	4X8 Panel	55310 other repair & maintenance County	N
01-111-187-5555-6565		241.50	4X8 Plexi	55348 other repair & maintenance County	N
12277 Crookston Paint & Glass		482.50	2 Transactions		
12047 Crookston Times					
01-041-000-0000-6241		98.00	Tax Ad 5/15/2020	1453130-03 Publishing - Advertising	N
01-044-519-5555-6241		383.60	License Ctr Appointment Ad	Publishing - Advertising	N
01-061-000-0000-6241		380.55	Personnel Ads	Acct 923 Publishing - Advertising	N
01-064-519-5555-6241		128.63	Candidate Filing Ad 05/20/20	Publishing - Advertising	N
01-064-519-5555-6241		128.63	Candidate Filing Ad 05/27/20	Publishing - Advertising	N
01-064-519-5555-6241		200.80	Notice of Offices General 20	Publishing - Advertising	N
12047 Crookston Times		1,320.21	6 Transactions		
6768 Dalrymple/Wendi					
01-101-000-0000-6331		43.47	Bank & Mail Jan- June 2020	Mileage	N

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6768 Dalrymple/Wendi		43.47	1 Transactions		
1267 Desrosier/Connie					
01- 041- 000- 0000- 6331		8.28	Bank/Mail Mileage July 07/06/2020	07/09/2020	Mileage N
01- 064- 000- 0000- 6331		8.28	Bank- Mail June 2020	6/22- 6/25	Mileage N
01- 064- 000- 0000- 6331		8.28	Bank- Mail June 2020	6/8- 6/11	Mileage N
1267 Desrosier/Connie		24.84	3 Transactions		
41000 Diedrich/Don					
01- 001- 000- 0000- 6331		34.50	June 2020 Mileage		Mileage N
01- 001- 000- 0000- 6351		807.70	June Medcal Reimbursement		Insurance N
41000 Diedrich/Don		842.20	2 Transactions		
1722 Docu Shred Inc					
01- 111- 195- 0000- 6304		20.00	PCPH McIntosh	60500	Labor Charges N
01- 111- 176- 0000- 6304		20.00	PCSS McIntosh	60501	Labor Charges N
01- 111- 187- 0000- 6304		40.00	PCSS Gov't Center	60626	Labor Charges N
01- 111- 187- 0000- 6304		40.00	PC Admin Gov't Center	60627	Labor Charges N
01- 111- 197- 0907- 6304		20.00	PCPH Crookston	60636	Labor Charges N
16- 200- 000- 0000- 6272		60.00	Document Shredding Crookston	60624	Services N
1722 Docu Shred Inc		200.00	6 Transactions		
6692 Domson BG Service					
03- 330- 000- 0000- 6303		2,967.00	Supplies	PI0000722	Other Repair, Maintenance & Operator N
6692 Domson BG Service		2,967.00	1 Transactions		
4584 Donarski Brothers Inc					
03- 310- 000- 0000- 6505		27,450.00	Aggregate	6082020- 2	Aggregates,Sand,Patching Material N
4584 Donarski Brothers Inc		27,450.00	1 Transactions		
1086 Ecolab Pest Elimination Division					
01- 111- 190- 0000- 6303		100.00	LEC/Cockroach Rodent Prog	2236573	other repair/maintenance non- county N
01- 111- 191- 0000- 6303		150.13	DAC/Cockroach Rodent Prog	9470771	other repair/maintenance non- county N
01- 111- 189- 0000- 6303		167.92	HWY Cockroach/Rodent Prog	9470772	other repair/maintenance non- county N
1086 Ecolab Pest Elimination Division		418.05	3 Transactions		

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<b>6347 Ellefson/Kurtis</b>					
01- 120- 000- 0000- 6607		51.16	Ipad Case & Screen Protector		Equipment N
01- 121- 519- 5555- 6403		10.69	2 protective eyewear COVID		Misc. Supplies N
<b>6347 Ellefson/Kurtis</b>		<b>61.85</b>	<b>2 Transactions</b>		
<b>6446 ENNIS PAINT INC</b>					
03- 310- 000- 0000- 6530		42,515.00	Paint	396046/394988	Traffic Paint & Beads N
<b>6446 ENNIS PAINT INC</b>		<b>42,515.00</b>	<b>1 Transactions</b>		
<b>6757 Erdmann/Amy</b>					
18- 481- 000- 0000- 6331		17.25	Staff Admin Mileage- 91		Mileage N
18- 482- 000- 0000- 6331		1.15	Health Promotion Mileage- 51		Mileage N
18- 483- 464- 0000- 6331		13.80	Family Planning Mileage- 17		Mileage N
<b>6757 Erdmann/Amy</b>		<b>32.20</b>	<b>3 Transactions</b>		
<b>4842 Essentia Health</b>					
64- 391- 000- 0000- 6819		612.00	New Employees- Drug Tests/Phy	800008128	Employee Physicals Y
<b>4842 Essentia Health</b>		<b>612.00</b>	<b>1 Transactions</b>		
<b>3412 Fagerlund/Kirsten</b>					
18- 481- 519- 5110- 6331		4.03	COVID- 19 Response Mileage		Mileage N
<b>3412 Fagerlund/Kirsten</b>		<b>4.03</b>	<b>1 Transactions</b>		
<b>4202 Falls Electric Inc</b>					
03- 310- 000- 0000- 6515		4,912.15	Traffic Signs	11403	Traffic Signs N
<b>4202 Falls Electric Inc</b>		<b>4,912.15</b>	<b>1 Transactions</b>		
<b>5857 Fargo Freightliner</b>					
03- 330- 000- 0000- 6564		40.50	Parts	C# 11860	Machinery Parts N
<b>5857 Fargo Freightliner</b>		<b>40.50</b>	<b>1 Transactions</b>		
<b>5205 Farmers Publishing</b>					
64- 391- 000- 0000- 6241		57.53	Ad - Sortline operator	56055	Publishing - Advertising N
<b>5205 Farmers Publishing</b>		<b>57.53</b>	<b>1 Transactions</b>		
<b>15040 Fedex</b>					
01- 044- 000- 0000- 6203		9.65	DL Weekly Fedex 6/8/2020	5- 172- 24690	Postage & Box Rent N

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15040 Fedex		9.65	1 Transactions		
2302 Ferguson Enterprise Inc 3093					
64-390-000-0000-6301		818.81	Rprs/parts for Condensate Line	1972	Machinery & Equip. Repairs N
64-390-000-0000-6305		271.55	non- taxable parts/supplies	1972	Equipment Repair Supplies\ Nontaxabl N
64-390-000-7140-6301		129.76	Rprs/Parts #1 Boiler	1972	Machinery & Equip. Repairs N
64-390-000-7240-6301		129.76	Rprs/parts #2 Boiler	1972	Machinery & Equip. Repairs N
2302 Ferguson Enterprise Inc 3093		1,349.88	4 Transactions		
15306 Fertile Building Center Ltd					
03-330-000-0000-6303		27.70	Supplies	22337	Other Repair, Maintenance & Operator N
15306 Fertile Building Center Ltd		27.70	1 Transactions		
2188 Fertile Hardware Hank					
03-330-000-0000-6303		48.60	Supplies	713350/481/528	Other Repair, Maintenance & Operator N
16-200-000-0000-6272		74.94	Supplies Firearms Range	912452	Services N
2188 Fertile Hardware Hank		123.54	2 Transactions		
3510 Fertile Oil Company					
03-330-000-0000-6562		458.70	Lubricants	178767	Lubricants N
3510 Fertile Oil Company		458.70	1 Transactions		
6500 Flaa/Patricia					
01-043-000-0000-6331		136.85	June- Mileage		Mileage N
01-043-000-0000-6367		40.00	Fee for AMA License		Misc. License's & Permits N
6500 Flaa/Patricia		176.85	2 Transactions		
589 Fleet Supply					
01-520-000-0000-6303		327.98	Supplies	A#3952	Other Repair, Maintenance & Operator N
03-330-000-0000-6303		805.01	Supplies	A#3952	Other Repair, Maintenance & Operator N
03-330-000-0000-6564		18.67	Parts	A#3952	Machinery Parts N
03-330-000-0000-6565		53.98	Equip Supplies	A#3952	Other Repair & Maintenance Supplies N
65-392-000-0000-6301		112.37	Coupling	5419	Machinery & Equipment N
65-392-000-0000-6859		0.17	Tax	5419	Sales Tax N
589 Fleet Supply		1,318.18	6 Transactions		
6523 Folz/Belinda					

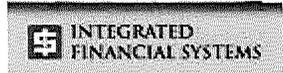
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6523 Folz/Belinda		200.00	Services	3366- 47	Other Repair, Maintenance & Operator Y
		200.00	<b>1 Transactions</b>		
4269 Folz/Jim		120.00	Servuces	3366- 46	Other Repair, Maintenance & Operator Y
4269 Folz/Jim		120.00	<b>1 Transactions</b>		
3739 Fosston Auto		40.68	Parts	A#1870	Machinery Parts N
3739 Fosston Auto		40.68	<b>1 Transactions</b>		
5202 Franks/Robert		36.80	Mileage	June 2020	Mileage N
5202 Franks/Robert		36.80	<b>1 Transactions</b>		
5611 Gagner/Rolland		39.10	Mileage	June 2020	Mileage N
5611 Gagner/Rolland		39.10	<b>1 Transactions</b>		
2947 Galls LLC		48.50	Double Mage Pouch	015836459	Law Enforcement Supplies N
		66.99	Pant, Trouser	015836463	Law Enforcement Supplies N
		1,052.60	Vest for #5027	14775848	Law Enforcement Supplies N
		64.78	Menbs shirt/accessories	15658680	Law Enforcement Supplies N
		133.00	LED Tactical Flashlight	15662460	Law Enforcement Supplies N
		194.80	Accessories	15689207	Law Enforcement Supplies N
		435.05	Mens shirt/accessories	15718268	Law Enforcement Supplies N
		19.98	Accessories	15733450	Law Enforcement Supplies N
		139.96	Accessories	15756829	Law Enforcement Supplies N
2947 Galls LLC		2,155.66	<b>9 Transactions</b>		
2865 Girdler/Kathy		23.00	COVID- 19 Response Mileage		Mileage N
2865 Girdler/Kathy		23.00	<b>1 Transactions</b>		
6511 Glass Doctor of Bemidji		5.00	Glass Plate for Boiler	53986	Machinery & Equip. Repairs N

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6511 64-390-000-0000-6859 <b>Glass Doctor of Bemidji</b>		0.40	Tax	53986 Sales Tax	N
		5.40	<b>2 Transactions</b>		
4627 03-300-000-0000-6272 <b>Gopher State One Call</b>		55.35	Prof Services	61304 Services	N
4627 <b>Gopher State One Call</b>		55.35	<b>1 Transactions</b>		
5998 40-740-000-0000-6357 <b>GP Excavating LLC</b>		560.00	Ditch Work CD#140	1017 Ditch Services	N
5998 <b>GP Excavating LLC</b>		560.00	<b>1 Transactions</b>		
2032 <b>Grainger</b>					
64-390-000-0000-6303		333.66	Building Supplies	829311547 Other Repair, Maintenance & Operatio	N
64-390-000-0000-6305		498.03	Nontaxale Supplies	829311547 Equipment Repair Supplies\ Nontaxabl	N
64-390-000-0000-6414	T	1,083.34	Operational Supplies	829311547 Maintenance Supplies	N
64-390-000-0000-6417		113.84	Ear Muffs,Hard Hats	829311547 Safety Equipment & Supplies	N
64-390-000-0000-6566		82.45	Tools	829311547 Small Tools	N
64-391-000-0000-6303		285.52	Building Supplies	829311547 Other Repair,Maintenance & Operation	N
2032 <b>Grainger</b>		2,396.84	<b>6 Transactions</b>		
9771 01-111-187-0000-6303 <b>Great Works of Wood</b>		275.00	Wood Picture frame/Vet Svs	other repair & maintenance non- count	N
9771 <b>Great Works of Wood</b>		275.00	<b>1 Transactions</b>		
5498 64-390-000-7140-6301 <b>Handyman's Inc</b>		742.59	#1 Boiler Parts	484 Machinery & Equip. Repairs	N
64-390-000-7240-6301		742.59	#2 Boiler Parts	484 Machinery & Equip. Repairs	N
5498 <b>Handyman's Inc</b>		1,485.18	<b>2 Transactions</b>		
5619 01-111-197-5555-6414 <b>Hardware Hank Crookston</b>		16.77	Spray Paint/Covid Brackets	51518/2 Maintenance Supplies	N
01-111-197-0000-6414		11.18	Spray Paint/Covid Brackets	51600/2 Maintenance Supplies	N
01-111-198-0000-6414		6.99	V825 Lock Drawer/Maint	51657/2 Maintenance Supplies	N
01-111-187-5555-6414		13.48	Spray Paint/VT Clear/Maint	51702/2 Maintenance Supplies	N
01-111-000-5555-6414		17.17	Sand Paper/Spray Paint/Maint	51830/2 Maintenance Supplies	N
01-111-000-5555-6566		15.98	Extension Bar 1/2 " drive/tool	52061/2 Small Tools	N
01-520-000-0000-6303		52.97	Supplies	C# 7751 Other Repair, Maintenance & Operatio	N

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03- 330- 000- 0000- 6303		217.81	Supplies	C# 7751	Other Repair, Maintenance & Operator N
16- 200- 000- 0000- 6303		14.94	Supplies	50822	Other Repair & Maintenance N
16- 200- 000- 0000- 6272		17.99	Firearms Range/Supplies	51100	Services N
<b>5619 Hardware Hank Crookston</b>		<b>385.28</b>	<b>10 Transactions</b>		
<b>6597 Hawkes Manufacturing Inc</b>					
03- 330- 000- 0000- 6565		970.00	Painting	29178	Other Repair & Maintenance Supplies N
<b>6597 Hawkes Manufacturing Inc</b>		<b>970.00</b>	<b>1 Transactions</b>		
<b>2121 Higher Ground</b>					
40- 630- 000- 0000- 6357		3,370.00	Ditch Work	4916	Ditch Services N
<b>2121 Higher Ground</b>		<b>3,370.00</b>	<b>1 Transactions</b>		
<b>2828 HN Quality Plumbing Inc</b>					
01- 111- 197- 0000- 6565		40.70	Angle Valve	008794	other repair/mntc County N
01- 111- 197- 0000- 6303		348.15	Materials	28863	other repair & maintenance non- count N
01- 111- 197- 0000- 6304		127.50	Labor	28863	Labor Charges N
01- 111- 197- 0000- 6331		8.00	Mileage	28863	Mileage N
01- 111- 193- 0000- 6303		111.98	Replace Condensate Drain- AH	29167	other repair & maintenance non- count N
01- 111- 193- 0000- 6304		85.00	Labor	29167	Labor Charges N
01- 111- 193- 0000- 6331		8.00	Mileage	29167	Mileage N
01- 520- 000- 0000- 6303		125.00	Repair	29303	Other Repair, Maintenance & Operator N
03- 310- 000- 5555- 6417		3,851.58	Repair- Water Heater	29198	Safety Equipment & Supplies N
03- 310- 000- 0000- 6520		1,601.33	Culvert Work	8825	Culverts N
<b>2828 HN Quality Plumbing Inc</b>		<b>6,307.24</b>	<b>10 Transactions</b>		
<b>9753 Horak/Garrett</b>					
48- 524- 000- 0000- 6331		595.13	Mileage	June 2020	Mileage N
<b>9753 Horak/Garrett</b>		<b>595.13</b>	<b>1 Transactions</b>		
<b>2067 How To Read Your Baby</b>					
18- 483- 466- 0000- 6403		33.00	emotionalbeginning handbook119	3549	Misc. Supplies N
<b>2067 How To Read Your Baby</b>		<b>33.00</b>	<b>1 Transactions</b>		
<b>3499 HP INC</b>					
01- 065- 000- 0000- 6607		190.72	PCPH Melissa Thunderbolt Dock	9010385256	Equipment N

DARCY  
7/14/20 2:24PM  
General Revenue Fund

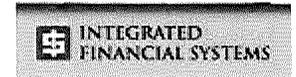
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3499 HP INC		190.72	1 Transactions		
6256 Hruby/Megan					
18- 484- 491- 0000- 6272		297.39	June Peer Grp Svcs- 108	Professional Services	Y
18- 484- 491- 0000- 6403		35.00	June Phone- 108	Misc. Supplies	Y
18- 484- 491- 0000- 6403		400.00	june insurance peer grpsvcs108	Misc. Supplies	Y
6256 Hruby/Megan		732.39	3 Transactions		
6255 Hudon/Meghan					
18- 484- 491- 0000- 6272		404.14	June peer grp svcs- 108	Professional Services	Y
18- 484- 491- 0000- 6403		35.00	june phone- 108	Misc. Supplies	Y
18- 484- 491- 0000- 6403		400.00	june insurance peer grp 108	Misc. Supplies	Y
6255 Hudon/Meghan		839.14	3 Transactions		
4860 Hugo's #4					
03- 330- 000- 0000- 6565		13.92	Supplies	A# 3952 Other Repair & Maintenance Supplies	N
4860 Hugo's #4		13.92	1 Transactions		
6422 Hwy 2 Car Wash					
16- 211- 000- 0000- 6272		10.00	2 car washes	171 Professional Services	N
6422 Hwy 2 Car Wash		10.00	1 Transactions		
9164 Information Systems Corp					
01- 041- 000- 0000- 6204		30.00	Canon DR- C240 Scanner shipping	25415 Freight Charges	N
01- 041- 000- 0000- 6611		715.00	1 Canon DR- C240 Scanner	25415 Office Machines	N
9164 Information Systems Corp		745.00	2 Transactions		
5731 Inmate Services Corporation					
16- 200- 000- 0000- 6209		1,508.00	Prisoner conveyance	27168 Prisoner Conveyance - Transport Servi	N
5731 Inmate Services Corporation		1,508.00	1 Transactions		
6319 Innovative Office Solutions LLC					
01- 044- 000- 0000- 6403		137.97	Dymo Labeler	IN3003921 Misc. Supplies	N
01- 063- 000- 0000- 6402		207.22	Office supplies	3019008 Office Supplies	N
01- 063- 000- 0000- 6402		6.75	Office supplies	3020171 Office Supplies	N
01- 063- 000- 0000- 6402		83.96	Office supplies	IN2994177 Office Supplies	N
01- 063- 000- 0000- 6402		166.12	Office supplies	IN3005575 Office Supplies	N

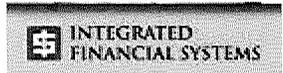
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01-063-000-0000-6402		321.27 Office supplies	IN3009752	Office Supplies	N
01-063-000-0000-6402		120.63 Office supplies	IN3011218	Office Supplies	N
01-063-000-0000-6402		207.62 Office supplies	INB2996768	Office Supplies	N
01-064-000-0000-6403		37.50 Bags for Precinct Supplies	IN3002613	Misc. Supplies	N
01-064-000-0000-6403		137.97 Dymo Labeler	IN3003921	Misc. Supplies	N
01-064-000-0000-6403		5.78 Zipper Pockets 3 ring binder	IN3024747	Misc. Supplies	N
01-101-000-0000-6402		21.36 Parchement Paper	IN3003982	Stationery & Forms	N
<b>6319 Innovative Office Solutions LLC</b>		<b>1,454.15 12 Transactions</b>			
<b>5924 Interstate Billing Service</b>					
48-396-000-0000-6301		567.29 - 7004 Repairs	Acct 679240	Machinery & Equipment	N
48-396-000-0000-6859		44.69 Tax	Acct 679240	Sales Tax	N
<b>5924 Interstate Billing Service</b>		<b>611.98 2 Transactions</b>			
<b>6372 Jacobson/Gerald A</b>					
01-001-000-0000-6331		28.75 June 2020 Mileage		Mileage	N
01-001-000-0000-6351		394.30 June Medical Reimbursement		Insurance	N
<b>6372 Jacobson/Gerald A</b>		<b>423.05 2 Transactions</b>			
<b>6257 Jager/Tiffany</b>					
18-484-491-0000-6272		133.44 June peer grp svcs-108		Professional Services	Y
18-484-491-0000-6403		35.00 june phone - 108		Misc. Supplies	Y
<b>6257 Jager/Tiffany</b>		<b>168.44 2 Transactions</b>			
<b>19205 Jim's Quality Floor Service</b>					
48-123-000-0000-6345		355.26 June Floors/Cleaning	788946	Cleaning Agreement	Y
48-395-000-0000-6345		394.74 June Floors/Cleaning	788946	Cleaning Agreement Account	Y
<b>19205 Jim's Quality Floor Service</b>		<b>750.00 2 Transactions</b>			
<b>4760 John Deere Financial</b>					
03-330-000-0000-6564		286.53 Parts	C#62000	Machinery Parts	N
<b>4760 John Deere Financial</b>		<b>286.53 1 Transactions</b>			
<b>5630 John Deere Financial</b>					
03-330-000-0000-6564		36.50 Parts	A#6002442	Machinery Parts	N
<b>5630 John Deere Financial</b>		<b>36.50 1 Transactions</b>			

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<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
<b>6706 Johnson Controls</b>					
01-111-197-0000-6565		1,912.50	Materials/10 ball valves	I-97070065941	other repair/mntc County N
01-111-197-0000-6303		199.01	Materials	I-95138065833	other repair & maintenance non- count N
01-111-197-0000-6304		395.50	Labor	I-95138065833	Labor Charges N
01-111-197-0000-6331		110.40	Mileage	I-95138065833	Mileage N
01-111-197-0000-6367		60.00	Fees	I-95138065833	Misc. License's & Permits N
<b>6706 Johnson Controls</b>		<b>2,677.41</b>	<b>5 Transactions</b>		
<b>6087 Jones/Annalee</b>					
01-043-000-0000-6331		90.85	Mileage June 2020		Mileage N
01-043-000-0000-6402		38.50	Ink for Printer		Stationery & Forms N
<b>6087 Jones/Annalee</b>		<b>129.35</b>	<b>2 Transactions</b>		
<b>5899 Jore/Paul</b>					
48-123-000-0000-6331		49.45	Mileage	June 2020	Mileage N
<b>5899 Jore/Paul</b>		<b>49.45</b>	<b>1 Transactions</b>		
<b>1096 K &amp; L Inc</b>					
64-390-000-0000-6562		128.00	Equipment Grease	62070	Lubricants N
64-391-000-0000-6562		100.00	Equipment Grease	62071	Lubricants N
<b>1096 K &amp; L Inc</b>		<b>228.00</b>	<b>2 Transactions</b>		
<b>4791 Kennedy Scales</b>					
65-392-000-0000-6301		995.00	LF Truck Scale Kiosk Intercome	137258	Machinery & Equipment N
65-392-000-0000-6859		70.89	Tax	137258	Sales Tax N
<b>4791 Kennedy Scales</b>		<b>1,065.89</b>	<b>2 Transactions</b>		
<b>6671 Kiesler's Police Supply Inc</b>					
16-218-000-0000-6454		1,075.00	Vest for 5015	100751	Law Enforcement Supplies N
16-218-000-0000-6204		8,292.00	LE Supplies	135658	Freight Charges N
<b>6671 Kiesler's Police Supply Inc</b>		<b>9,367.00</b>	<b>2 Transactions</b>		
<b>6068 KKCQ- FM</b>					
48-396-000-0000-6834		300.00	- Environmental Minute	2523	Ed Supplies N
<b>6068 KKCQ- FM</b>		<b>300.00</b>	<b>1 Transactions</b>		
<b>20421 KKCQ- FM</b>					

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<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf # On Behalf of Name</u>	
20421 KKCQ-FM		100.00	Taxes Due 5/15/2020 Ad	3050160899 Publishing - Advertising	N
		100.00	<b>1 Transactions</b>		
6689 KNOWiNK					
01-064-000-0000-6342		8,500.00	Poll Pads- Annual Maint (68)	5979 Maintenance Agreements	N
01-064-000-0000-6342		1,000.00	Epulse Annual Maint (1)	5979 Maintenance Agreements	N
6689 KNOWiNK		9,500.00	<b>2 Transactions</b>		
1036 KROX-AM					
01-061-000-0000-6241		160.00	Personnel Ads	Acct 809 Publishing - Advertising	N
18-481-519-5110-6241		136.50	june public health ads- 122	06202004115996 Publishing - Advertising	N
48-396-000-0000-6834		200.00	- Environ Minute	235 Ed Supplies	N
48-397-000-0000-6834		231.00	- HHW Ads	235 Ed Supplies	N
1036 KROX-AM		727.50	<b>4 Transactions</b>		
2194 Kurita America Inc					
64-390-000-0000-6416		498.19	Boiler Chemicals	10842000 Boiler Chemicals/Salt	N
2194 Kurita America Inc		498.19	<b>1 Transactions</b>		
4163 Kustom Kollision LLC					
01-124-000-0000-6368		1,000.00	Insurance Repairs	RO#12768 Deductable Payments (Insurance)	Y
03-330-000-0000-6565		100.00	Labor	12844/12843 Other Repair & Maintenance Supplies	Y
16-200-000-0000-6303		424.87	Unit 223,261 Repairs	12789,12779 Other Repair & Maintenance	Y
4163 Kustom Kollision LLC		1,524.87	<b>3 Transactions</b>		
3040 Lakeside Building Center					
01-520-000-0000-6565		168.84	Supplies	209314 Other Repair & Maintenance Supplies	N
01-520-000-0000-6859		12.03	Sales Tax	209314 Sales Tax	N
3040 Lakeside Building Center		180.87	<b>2 Transactions</b>		
3350 Landsverk/Mark					
01-043-000-0000-6331		82.80	June Mileage	Mileage	N
3350 Landsverk/Mark		82.80	<b>1 Transactions</b>		
5770 Lee/Joan					
01-001-000-0000-6331		51.75	June 2020 Mileage	Mileage	N

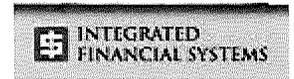
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5770 Lee/Joan		51.75	1 Transactions		
5285 Lehmann/Codi					
18- 481- 519- 5110- 6331		61.53	COVID- 19 Response Mileage	Mileage	N
5285 Lehmann/Codi		61.53	1 Transactions		
1088 Lepier Oil Company Inc					
64- 390- 000- 0000- 6561		73.25	Gas for Pickup	607 Fuels	N
1088 Lepier Oil Company Inc		73.25	1 Transactions		
6831 Lepier Tire & Auto					
16- 200- 000- 0000- 6303		875.32	Unit 231,258 Tires	2956,2890 Other Repair & Maintenance	N
16- 200- 000- 0000- 6303		65.00	Services Unit 258	3120 Other Repair & Maintenance	N
64- 391- 000- 0000- 6301		258.82	Hyster Forklift Parts	3057 Machinery & Equipment	N
6831 Lepier Tire & Auto		1,199.14	3 Transactions		
5371 Lexipol, LLC					
16- 200- 000- 0000- 6272		92.00	LE Impl	INV 2960 Services	N
			05/01/2020 05/31/2020		
5371 Lexipol, LLC		92.00	1 Transactions		
6907 Lien/Amanda					
18- 482- 475- 0000- 6331		3.45	SHIP Mileage- 74	Mileage	N
6907 Lien/Amanda		3.45	1 Transactions		
4731 Local Ace					
01- 111- 188- 0000- 6414		5.44	Misc Hardware/Maint Supplies	226235/1 Maintenance Supplies	N
01- 111- 188- 1212- 6412		37.98	Window Wand,bucket/Custodial	226747/1 Custodial Supplies	N
01- 111- 188- 1212- 6412		47.97	Hose/Adaptor/Custodial	226816- 1 Custodial Supplies	N
01- 111- 188- 1212- 6414		16.99	Entry Lock/maint supplies	226900/1 Maintenance Supplies	N
01- 111- 188- 1212- 6414		14.58	Gorilla Adhesive/Maint	227263/1 Maintenance Supplies	N
4731 Local Ace		122.96	5 Transactions		
6803 Lundeen/Cole					
16- 200- 000- 0000- 6207		30.47	Meal Reimb for Transport	Prisoner Conveyance - Meals	N
6803 Lundeen/Cole		30.47	1 Transactions		

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<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
<b>3789 Lunseth Plumbing &amp; Heating Co</b>					
01- 111- 190- 0000- 6304		345.00	Labor	12324092	Labor Charges N
01- 111- 188- 0000- 6303		171.03	Materials	12324225	other repair/maintenance non- county N
01- 111- 188- 0000- 6304		120.00	Labor	12324225	Labor Charges N
<b>3789 Lunseth Plumbing &amp; Heating Co</b>		<b>636.03</b>	<b>3 Transactions</b>		
<b>9769 Lynn Card Company</b>					
16- 200- 000- 0000- 6403		75.14	Sheriffs badge cards	2200622- 003	Misc. Supplies N
<b>9769 Lynn Card Company</b>		<b>75.14</b>	<b>1 Transactions</b>		
<b>22811 Makin/Stephanie</b>					
01- 061- 000- 0000- 6331		51.75	Mileage- Interviews Fosston	6/4/2020	Mileage N
<b>22811 Makin/Stephanie</b>		<b>51.75</b>	<b>1 Transactions</b>		
<b>6992 Mattison/Janet</b>					
01- 043- 000- 0000- 6402		33.00	Stamps- Working from home		Stationery & Forms N
<b>6992 Mattison/Janet</b>		<b>33.00</b>	<b>1 Transactions</b>		
<b>5315 Mayo Manufacturing Co</b>					
64- 390- 000- 0000- 6301		375.66	Parts for Primary Blower	78830	Machinery & Equip. Repairs N
64- 391- 000- 0000- 6301		1,045.96	Belt Bearings	78830	Machinery & Equipment N
<b>5315 Mayo Manufacturing Co</b>		<b>1,421.62</b>	<b>2 Transactions</b>		
<b>3320 MCCC</b>					
01- 041- 000- 0000- 6244		90.00	Annual Full Conf Melbye/Landsv	2006064	Registration Fees N
01- 046- 000- 0000- 6244		45.00	2020 MCCC Conference	2006064	Registration Fees N
<b>3320 MCCC</b>		<b>135.00</b>	<b>2 Transactions</b>		
<b>6030 McKesson Medical Surgical</b>					
18- 481- 519- 5110- 6403		128.16	hand antiseptic- 122	05566476	Misc. Supplies N
18- 481- 519- 5110- 6403		40.27	Underline Liners- 122	08438284	Misc. Supplies N
18- 483- 464- 0000- 6403		19.00	Preganancy Test- 17	08193823	Misc. Supplies N
18- 483- 464- 0000- 6403		76.28	dialator- 17	08442015	Misc. Supplies N
<b>6030 McKesson Medical Surgical</b>		<b>263.71</b>	<b>4 Transactions</b>		
<b>6889 McMaster Carr Supply Co</b>					
64- 390- 000- 0000- 6301		627.13	Carbon Feeder Parts	212774300	Machinery & Equip. Repairs N

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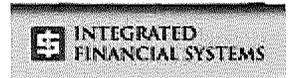


Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>	
64-390-000-7140-6301		160.42	Parts for #1 Boiler	212774300	Machinery & Equip. Repairs N
64-390-000-7240-6301		160.43	#2 Boiler Parts	212774300	Machinery & Equip. Repairs N
<b>6889 McMaster Carr Supply Co</b>		<b>947.98</b>	<b>3 Transactions</b>		
<b>7667 Menards- Grand Forks</b>					
01-520-000-0000-6303		8.68	Supplies	A#30410368	Other Repair, Maintenance & Operator N
03-330-000-0000-6303		34.02	Supplies	A#30410368	Other Repair, Maintenance & Operator N
03-330-000-0000-6564		4.97	Parts	A#30410368	Machinery Parts N
<b>7667 Menards- Grand Forks</b>		<b>47.67</b>	<b>3 Transactions</b>		
<b>7937 Minncor Industries</b>					
01-044-000-0000-6402		35.00	Certified Title Paper	SOI-090449	Stationery & Forms N
<b>7937 Minncor Industries</b>		<b>35.00</b>	<b>1 Transactions</b>		
<b>9817 MN Counties Information Sys</b>					
01-101-000-0000-6342		1,489.00	2020 Q2 Support	1927	Maintenance Agreements N
<b>9817 MN Counties Information Sys</b>		<b>1,489.00</b>	<b>1 Transactions</b>		
<b>4429 MN Counties Intergov'l Trust</b>					
01-124-000-0000-6351		1,038.00	Update Electronic Proc Equip C	4074	Insurance N
<b>4429 MN Counties Intergov'l Trust</b>		<b>1,038.00</b>	<b>1 Transactions</b>		
<b>2182 Mn Dept Of Transportation</b>					
03-310-000-0000-6272		130.00	Prof Services	70175	Services N
03-330-000-0000-6272		1,492.32	Material Testing 60-603-007	P00011640	Services N
03-330-000-0000-6272		3,884.69	Material Testing 60-601-061	P00011640	Services N
<b>2182 Mn Dept Of Transportation</b>		<b>5,507.01</b>	<b>3 Transactions</b>		
<b>9990 Mn Resource Recovery Assoc</b>					
64-390-000-0000-6243		2,520.00	Annual Dues for 2020	157	Membership Dues N
64-391-000-0000-6243		1,680.00	Annual Dues for 2020	157	Membership Dues N
<b>9990 Mn Resource Recovery Assoc</b>		<b>4,200.00</b>	<b>2 Transactions</b>		
<b>4833 Mn State Bar Assoc</b>					
01-091-000-0000-6243		669.00	Dues Widseth,Orvik,Buhler		Membership Dues N
<b>4833 Mn State Bar Assoc</b>		<b>669.00</b>	<b>1 Transactions</b>		

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Resource Recovery Fund

\*\*\* Polk County \*\*\*

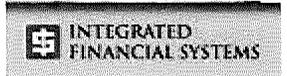


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9763 Moran/Justin					
64- 391- 000- 0000- 6331		42.55	Mileage for Paperwork	6.22.20	Mileage N
9763 Moran/Justin		42.55	1 Transactions		
22571 Morris Electronics Inc					
01- 065- 000- 0000- 6607		12,220.00	Cisco Line Cards	20158149	Equipment N
22571 Morris Electronics Inc		12,220.00	1 Transactions		
6701 Munter/Joann					
18- 482- 000- 0000- 6403		9.80	Batteries- 51		Misc. Supplies N
6701 Munter/Joann		9.80	1 Transactions		
4303 Murphy/Sheldon					
40- 648- 000- 0000- 6357		225.00	Ditch Services		Ditch Services N
40- 668- 000- 0000- 6357		300.00	Ditch Services		Ditch Services N
4303 Murphy/Sheldon		525.00	2 Transactions		
277 Napa Crookston Welding					
03- 320- 000- 0000- 6303		32.36	Shipping	A# 4917	Other Repair, Maintenance & Operatioi N
03- 330- 000- 0000- 6303		38.28	Supplies	A# 4917	Other Repair, Maintenance & Operatioi N
03- 330- 000- 0000- 6564		215.53	Parts	A# 4917	Machinery Parts N
16- 200- 000- 0000- 6303		6.99	Padlock- For Taser Equipment	000063	Other Repair & Maintenance N
16- 200- 000- 0000- 6204		17.43	Out Bound Shipping Vest/Radio	001791	Freight Charges N
16- 200- 000- 0000- 6204		29.99	LE Supplies	997761	Freight Charges N
64- 390- 000- 0000- 6272		466.44	Services- Machine Shop	04921	Services N
65- 392- 000- 0000- 6301		47.44	Parts for Equipment	04921	Machinery & Equipment N
65- 392- 000- 0000- 6414		27.82	Maint Supplies	04921	Maintenance Supplies N
277 Napa Crookston Welding		882.28	9 Transactions		
23613 Nephew/Doug					
18- 493- 000- 0000- 6272		160.00	june lawn care/Ade- 33		Services Y
23613 Nephew/Doug		160.00	1 Transactions		
6066 Northdale Oil Inc					
64- 390- 000- 0000- 6561		1,681.60	Fuel for Loaders	21214	Fuels N
6066 Northdale Oil Inc		1,681.60	1 Transactions		

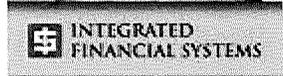
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<b>23293 Northern Lumber</b>					
01- 111- 191- 0000- 6565		31.48	Brn Fasc/Door stop/Nails	228105	other repair & maintenance County N
01- 111- 187- 5555- 6565		21.07	2X4 8' maint supplies	228179	other repair & maintenance County N
01- 111- 188- 5555- 6414		106.98	1/2 " 4X8 Maint supplies	228620	Maintenance Supplies N
76- 997- 000- 0000- 6303		43.56	Counter Top- supplies TPSC	227186	other repair & maintenance N
76- 997- 000- 0000- 6303		7.98	Counter Top- supplies TPSC	227203	other repair & maintenance N
76- 997- 000- 0000- 6303		2,750.97	Counter Tops TPSC	227272	other repair & maintenance N
76- 997- 000- 0000- 6303		227.30	Counter Top Supplies TPSC	227272	other repair & maintenance N
76- 997- 000- 0000- 6303		3.99	Counter Top Supplies TPSC	227272	other repair & maintenance N
<b>23293 Northern Lumber</b>		<b>3,193.33</b>	<b>8 Transactions</b>		
<b>6124 Northern Propane</b>					
03- 330- 000- 0000- 6562		915.84	Lubricants	48576	Lubricants N
<b>6124 Northern Propane</b>		<b>915.84</b>	<b>1 Transactions</b>		
<b>4488 Northland Business Systems Inc</b>					
16- 222- 000- 0000- 6607		15,670.44	Audiolog 600 Platform Server		Equipment N
16- 222- 000- 0000- 6816		3,706.00	Intall Configuration Trng		Training N
16- 222- 000- 0000- 6341		6,810.57	Platinum Plus Maint	\$127231	Lease Agreements N
<b>4488 Northland Business Systems Inc</b>		<b>26,187.01</b>	<b>3 Transactions</b>		
<b>6104 Northstar</b>					
01- 101- 000- 0000- 6402		173.56	Vitals Paper 40001- 41000	49334258	Stationery & Forms N
<b>6104 Northstar</b>		<b>173.56</b>	<b>1 Transactions</b>		
<b>5993 Nutrien Ag Solutions Inc</b>					
03- 310- 000- 0000- 6525		6,875.00	Chemicals	42682432	Road Salt,Dust Chem.,Weed Chem. N
<b>5993 Nutrien Ag Solutions Inc</b>		<b>6,875.00</b>	<b>1 Transactions</b>		
<b>24224 Oakes/Melanie</b>					
01- 043- 000- 0000- 6331		52.90	June 2020 Mileage		Mileage N
01- 043- 000- 0000- 6367		35.00	CMA Application		Misc. License's & Permits N
01- 043- 000- 0000- 6403		26.65	Cord for Monitor		Misc. Supplies N
<b>24224 Oakes/Melanie</b>		<b>114.55</b>	<b>3 Transactions</b>		
<b>3336 Oliver/Terri</b>					
18- 481- 519- 5110- 6331		2.88	COVID- 19 Response Mileage		Mileage N

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3336 Oliver/Terri		2.88	1 Transactions		
6566 Olson/Pamela					
18- 482- 000- 0000- 6331		2.88	Correction Center Mileage- 53		Mileage N
18- 483- 466- 0000- 6331		9.19	Family Health Mileage- 11		Mileage N
18- 483- 467- 0000- 6331		12.08	School Health Mileage- 12		Mileage N
6566 Olson/Pamela		24.15	3 Transactions		
4724 Olson/Stephanie					
18- 484- 000- 0000- 6331		3.45	WIC Mileage- 25		Mileage N
4724 Olson/Stephanie		3.45	1 Transactions		
6165 Omega Laboratories Inc					
18- 482- 000- 0000- 6272		420.00	(5) hair follicle testing - 51	180606- 2020	Services N
6165 Omega Laboratories Inc		420.00	1 Transactions		
6321 Ophus/Judy					
18- 481- 519- 5110- 6331		94.00	COVID- 19 Response Mileage		Mileage N
18- 483- 466- 0000- 6331		4.03	NFP Exp Mileage- 114		Mileage N
6321 Ophus/Judy		98.03	2 Transactions		
4816 Opp Construction Llc					
03- 310- 000- 0000- 6505		3,596.60	Bituminous Materials	42748/42853	Aggregates,Sand,Patching Material Y
4816 Opp Construction Llc		3,596.60	1 Transactions		
9762 Osmondson/Ryan					
64- 391- 000- 0000- 6331		42.55	Mileage for Paperwork	6.22.20	Mileage N
9762 Osmondson/Ryan		42.55	1 Transactions		
3838 Paulson/Darren					
64- 390- 000- 0000- 6331		57.50	Mileage - Parts Run	6.18.20	Mileage N
64- 391- 000- 0000- 6331		28.75	Mileage- Tarps	7.10.20	Mileage N
3838 Paulson/Darren		86.25	2 Transactions		
1827 Pederson/Keith					
18- 493- 000- 0000- 6272		30.08	April lawn care/miller- 33		Services Y
18- 493- 000- 0000- 6272		120.32	May lawn care/ miller- 33		Services Y

# \*\*\* Polk County \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>	
18- 493- 000- 0000- 6272		120.32	june lawn care/Miller- 33	Services	Y
18- 493- 000- 0000- 6272		30.08	june lawn care / gullekson- 33	Services	Y
<b>1827 Pederson/Keith</b>		<b>300.80</b>	<b>4 Transactions</b>		
<b>1741 Pemberton Law PLLP</b>					
01- 061- 000- 0000- 6272		5,199.00	Professional Services	Stmt #5 Professional Services	Y
<b>1741 Pemberton Law PLLP</b>		<b>5,199.00</b>	<b>1 Transactions</b>		
<b>1820 Pennington County Auditor</b>					
03- 310- 000- 0000- 6360		295.35	Gravel Tax Jan- June 2020	Miscellaneous Charges	N
<b>1820 Pennington County Auditor</b>		<b>295.35</b>	<b>1 Transactions</b>		
<b>1673 Pennington County Sheriff</b>					
01- 091- 000- 0000- 6261		50.00	Service Fee St v R Trevino	1307 Service & Filing Fees	N
<b>1673 Pennington County Sheriff</b>		<b>50.00</b>	<b>1 Transactions</b>		
<b>25537 Perreault/Melissa</b>					
18- 485- 469- 0000- 6331		180.55	Regl Prnt Rsrc Grnt Mileage- 69	Mileage	N
<b>25537 Perreault/Melissa</b>		<b>180.55</b>	<b>1 Transactions</b>		
<b>6478 PetroChoice</b>					
65- 392- 000- 0000- 6562		212.15	Grease for Equipment	50264444 Lubricants	N
65- 392- 000- 0000- 6859		15.12	Tax	50264444 Sales Tax	N
<b>6478 PetroChoice</b>		<b>227.27</b>	<b>2 Transactions</b>		
<b>4611 Pitney Bowes Global</b>					
18- 485- 469- 0000- 6341		722.28	1 year lease - 69	3104063736 Lease Agreements	N
<b>4611 Pitney Bowes Global</b>		<b>722.28</b>	<b>1 Transactions</b>		
<b>571 Polk County Administrator</b>					
03- 310- 000- 0000- 6272		230.94	Services	D- 6- 1- 20 Services	N
48- 395- 000- 0000- 6203		233.45	Postage 12/26/19 - 6/25/2020	Jun- 20 Postage & Box Rent	N
<b>571 Polk County Administrator</b>		<b>464.39</b>	<b>2 Transactions</b>		
<b>1646 Polk County Administrator</b>					
48- 123- 000- 0000- 6203		650.60	Postage 12/26/19 to 6/25/20	2020 Postage & Box Rent	N
48- 123- 000- 0000- 6203		153.25	Buffer Postge 12/26/19- 6/25/20	2020 Postage & Box Rent	N

**\*\*\* Polk County \*\*\***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
<b>1646 Polk County Administrator</b>		803.85	<b>2 Transactions</b>		
<b>1606 Polk County Highway Department</b>					
01-091-000-0000-6561		38.85	Gas for Office Car - June 2020		Fuels N
01-111-000-0000-6561		31.11	Unit 20201 Gas		Fuels N
			06/01/2020 06/30/2020		
01-111-000-0000-6561		75.12	Unit 20201 Gas		Fuels N
			06/01/2020 06/30/2020		
01-111-000-0000-6561		28.69	Unit 20202 Gas		Fuels N
			06/01/2020 06/30/2020		
01-111-000-0000-6561		184.07	Unit 20204 Gas		Fuels N
			06/01/2020 06/30/2020		
01-111-000-0000-6561		134.96	Unit 20205 Gas		Fuels N
			06/01/2020 06/30/2020		
01-111-000-0000-6561		35.12	Unit 20206 Gas		Fuels N
			06/01/2020 06/30/2020		
01-111-000-0000-6561		40.93	Unit 17 Expl Gas		Fuels N
			06/01/2020 06/30/2020		
01-111-000-0000-6561		45.06	Unit 103 2008 F350 Gas		Fuels N
			06/01/2020 06/30/2020		
01-111-000-0000-6561		123.55	Unit 105 2008 GMC Gas		Fuels N
			06/01/2020 06/30/2020		
01-122-000-0000-6561		107.87	MM fuel		Fuels N
01-140-000-0000-6303		1,920.90	Fuel	6-22	Other Repair, Maintenance & Operator N
01-520-000-0000-6303		5,603.46	Services	6-24	Other Repair, Maintenance & Operator N
01-521-000-0000-6303		1,127.50	Services	6-24	Other Repair, Maintenance & Operator N
16-200-000-0000-6205		1,207.65	Transports		Prisoner Conveyance - Mileage & Airfa N
16-200-000-0000-6561		3,336.14	SO - Diesel		Fuels N
16-200-000-0000-6561		158.16	Security		Fuels N
16-211-000-0000-6561		12.22	Fosston - Fuel		Fuels N
18-481-519-5110-6403		108.32	orange cones- 122	6-17-20	Misc. Supplies N
48-398-000-0000-6561		895.93	June Fuel	6-26-20	Fuels N
65-392-000-0000-6561		49.83	Gasoline	6.23.20	Fuels N
<b>1606 Polk County Highway Department</b>		15,265.44	<b>21 Transactions</b>		
<b>6416 Polk County IS Department</b>					
01-120-000-0000-6607		280.00	2 Desktop Monitors		Equipment N
01-120-000-0000-6607		417.20	IPAD		Equipment N

\*\*\* Polk County \*\*\*

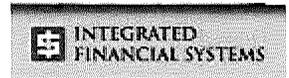


Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>	
01- 120- 000- 0000- 6607		857.76	Laptop	Equipment	N
18- 485- 469- 0000- 6607		2,631.93	computer equipment- 69	Equipment	N
48- 123- 000- 0000- 6404		170.52	- Conf Room Cables	Data Processing Supplies	N
48- 395- 000- 0000- 6404		170.52	- Conf Room Cables	Data Processing Supplies	N
48- 398- 000- 0000- 6404		93.71	- Scale Intercom Repairs	Data Processing Supplies	N
<b>6416 Polk County IS Department</b>		<b>4,621.64</b>	<b>7 Transactions</b>		
<b>565 Polk County Recorder</b>					
16- 200- 000- 0000- 6245		20.00	Notary Filing Butala	Notary	N
48- 123- 000- 0000- 6403		92.00	IUP Reso- Larson/Hershberger	Misc. Supplies	N
48- 123- 000- 0000- 6403		138.00	CUP Reso- Knutson/Cormcn/Troyr	Misc. Supplies	N
48- 123- 000- 0000- 6403		46.00	IUP Reso Yoder	Misc. Supplies	N
<b>565 Polk County Recorder</b>		<b>296.00</b>	<b>4 Transactions</b>		
<b>3234 Polk County Solid Waste</b>					
01- 065- 000- 0000- 6202		120.00	Garden Valley Inc Circuit	Communications, Phone & Data	N
01- 065- 000- 0000- 6202		120.00	Garden Valley Inc Data Circuit	Communications, Phone & Data	N
<b>3234 Polk County Solid Waste</b>		<b>240.00</b>	<b>2 Transactions</b>		
<b>25531 Polk County Transfer Station</b>					
01- 111- 187- 0000- 6254		30.50	Fluorescents 4' & Under	Other Utilities	N
01- 111- 197- 0000- 6254		33.00	Fluorescents 4' & Under	Other Utilities	N
01- 111- 197- 0000- 6254		11.00	Fluorescents 4' & Under	Other Utilities	N
01- 111- 187- 0000- 6254		7.40	Demolitioin	Other Utilities	N
01- 111- 187- 0000- 6859		0.74	Demo Tax	Sales/Use Tax	N
01- 111- 187- 0000- 6254		2.20	Demolition	Other Utilities	N
01- 111- 187- 0000- 6859		0.22	Demot Tax	Sales/Use Tax	N
01- 111- 187- 0000- 6254		15.50	Fluorescents 4' & Under	Other Utilities	N
03- 330- 000- 0000- 6303		71.80	Services	Other Repair, Maintenance & Operator	N
<b>25531 Polk County Transfer Station</b>		<b>172.36</b>	<b>9 Transactions</b>		
<b>6980 POMPS Tire</b>					
03- 330- 000- 0000- 6563		2,600.00	Tires	Tires, Tubes, Batteries & M.V. Parts	N
16- 200- 000- 0000- 6303		444.21	3 - tires Unit 247	Other Repair & Maintenance	N
<b>6980 POMPS Tire</b>		<b>3,044.21</b>	<b>2 Transactions</b>		
<b>1351 Potters Industries Inc</b>					
03- 310- 000- 0000- 6530		15,224.00	Glass Beads for Paint	Traffic Paint & Beads	N

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Public Works Fund

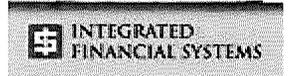
**\*\*\* Polk County \*\*\***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>	
1351 Potters Industries Inc		15,224.00	1 Transactions		
9765 Powerplan OIB					
03- 330- 000- 0000- 6564		1,405.81	Parts	A#3952006	Machinery Parts N
64- 390- 000- 7390- 6301		1,600.37	JD parts/rprs 3240	8850492420	Machinery & Equip. Repairs N
9765 Powerplan OIB		3,006.18	2 Transactions		
5201 Powers/Mike					
48- 123- 000- 0000- 6331		29.90	Mileage	June 2020	Mileage N
5201 Powers/Mike		29.90	1 Transactions		
3990 Praxair Distribution Inc					
65- 393- 000- 0000- 6565		51.82	Welding Supplies	97307924	Other Repair & Maintenance Supplies N
65- 393- 000- 0000- 6859		3.70	Tax	97307924	Sales Tax N
3990 Praxair Distribution Inc		55.52	2 Transactions		
5738 Pro West & Associates Inc					
03- 300- 000- 0000- 6265		217.90	Data Processing	4343	Data Processing (Software) N
5738 Pro West & Associates Inc		217.90	1 Transactions		
5799 Productivity Plus Account					
03- 330- 000- 0000- 6564		1,552.90	Parts	A#3367094	Machinery Parts N
5799 Productivity Plus Account		1,552.90	1 Transactions		
1626 Proulx Refrigeration					
01- 111- 190- 0000- 6565		110.00	Condensate Pumps	11764	other repair/mntc County N
01- 111- 198- 0000- 6303		390.00	Thermostat/Condenser Fan Motor	11799	other repair & maintenance non- count N
01- 111- 191- 0000- 6303		152.61	Exhaust Fan	11848	other repair/maintenance non- county N
1626 Proulx Refrigeration		652.61	3 Transactions		
5326 PSI Engineering LLC					
64- 390- 000- 0000- 6607		8,158.63	Boiler Feed Water Pump	28001856- 00	Equipment N
5326 PSI Engineering LLC		8,158.63	1 Transactions		
6119 Quest Diagnostics					
18- 483- 464- 0000- 6272		160.42	balance as iof 5/28/2020		Services N
18- 483- 464- 0000- 6272		206.97	FP Testing Svc- 17	7675681879	Services N

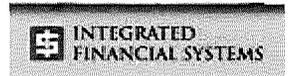
\*\*\* Polk County \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u> <u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
6119 Quest Diagnostics		18- 483- 464- 0000- 6272 47.16 93.71 FP Testing Svc- 17 3 Transactions	9187554545	Services	N
4993 Quill Corporation		64- 391- 000- 0000- 6403 213.26 64- 391- 000- 0000- 6412 510.18 64- 391- 000- 0000- 6417 196.82 64- 391- 000- 0000- 6859 51.54 971.80 Office Supplies Custodial Supplies Safety Supplies- COVID- 19 Sales Tax 4 Transactions	3189600 3189600 3189600 3189600	Misc. Supplies Custodial Supplies Safety Equipment & Supplies Sales Tax	N N N N
4416 R M Cotton Company		64- 390- 000- 7140- 6301 615.50 64- 390- 000- 7240- 6301 615.50 1,231.00 #1 Boiler Parts #2 Boiler Parts 2 Transactions	118340 118340	Machinery & Equip. Repairs Machinery & Equip. Repairs	N N
5493 Red Lake County Auditor		03- 310- 000- 0000- 6360 1,029.00 5493 Red Lake County Auditor 1,029.00 Gravel Tax Jan - June 2020 1 Transactions		Miscellaneous Charges	N
10761 Red Lake County Treasurer		03- 320- 000- 0000- 6389 9,209.38 10761 Red Lake County Treasurer 9,209.38 Hwy C#60- 601- 061 1 Transactions	C#171	Highway Contracts	N
2163 Regents Of The Univ Of Mn		01- 551- 000- 0000- 6104 862.66 2163 Regents Of The Univ Of Mn 862.66 Temp Support Staff Reimb 1 Transactions	300025294	Other Salaries	N
27202 Regional Sanitation Service Inc		01- 520- 000- 0000- 6303 535.07 01- 520- 000- 0000- 6859 90.97 48- 396- 000- 0000- 6371 125.01 48- 396- 000- 0000- 6371 490.00 48- 396- 000- 0000- 6371 70.00 48- 396- 000- 0000- 6371 70.00 48- 396- 000- 0000- 6371 70.00 1,381.05 Service Sales Tax - May Rec Haul Euclid - Apr- Jun Iron Haul - May Rec Haul HES - June Rec Haul CHS 6 Transactions	A# 262 A# 262 70011 70011 70011 70011	Other Repair, Maintenance & Operator Sales Tax Hauling Charges Hauling Charges Hauling Charges Hauling Charges	N N N N N N
27317 Richards Publishing					

\*\*\* Polk County \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>	
01- 001- 000- 0000- 6241		427.50	Legals Bd Minutes 05/19- 05/25	00536949 Publishing - Advertising	N
01- 041- 000- 0000- 6241		38.25	5/15/2020 Taxes Due Ad	00536456 Publishing - Advertising	N
01- 061- 000- 0000- 6241		118.80	Personnel Ads	00537234 Publishing - Advertising	N
48- 123- 000- 0000- 6232		42.75	Back When Foods Notice	INV- 00536950 Publishing	N
48- 123- 000- 0000- 6232		36.00	Block Notice	INV- 00536950 Publishing	N
<b>27317 Richards Publishing</b>		<b>663.30</b>	<b>5 Transactions</b>		
<b>1084 Riverview Healthcare Assoc</b>					
03- 300- 000- 0000- 6272		143.00	Prof Services	polk co/first Services	Y
<b>1084 Riverview Healthcare Assoc</b>		<b>143.00</b>	<b>1 Transactions</b>		
<b>4431 Safety Kleen Systems Inc</b>					
64- 391- 000- 0000- 6565		199.88	Shop Supplies	PO18374 Other Repair & Maintenance Supplies	N
64- 391- 000- 0000- 6859		14.24	Tax	PO18374 Sales Tax	N
<b>4431 Safety Kleen Systems Inc</b>		<b>214.12</b>	<b>2 Transactions</b>		
<b>1586 Sampletech</b>					
65- 392- 000- 0000- 6272		5,182.50	Spring Groundwater Testing	B214948 Services	N
65- 393- 000- 0000- 6272		5,182.50	Spring Groundwater Testing	B2182.5 Services	N
<b>1586 Sampletech</b>		<b>10,365.00</b>	<b>2 Transactions</b>		
<b>5590 Schenck Process</b>					
64- 390- 000- 0000- 6301		144.33	Parts to CEM to COMs	116388770 Machinery & Equip. Repairs	N
<b>5590 Schenck Process</b>		<b>144.33</b>	<b>1 Transactions</b>		
<b>6928 Schmitz/Elizabeth</b>					
01- 520- 000- 0000- 6303		37.95	Mileage	Other Repair, Maintenance & Operator	N
<b>6928 Schmitz/Elizabeth</b>		<b>37.95</b>	<b>1 Transactions</b>		
<b>6290 Seaberg Solar Salt</b>					
01- 111- 197- 0000- 6204		20.00	Delivery Fee	4415 Freight Charges	N
01- 111- 197- 0000- 6254		1,619.00	Softener Ssalt Justice Ctr	4415 Other Utilities	N
<b>6290 Seaberg Solar Salt</b>		<b>1,639.00</b>	<b>2 Transactions</b>		
<b>5647 SeaChange Printing &amp; Marketing</b>					
01- 064- 000- 0000- 6204		224.50	2020 Primary Ballot shipping	33620 Freight Charges	N
01- 064- 000- 0000- 6402		10,589.08	2020 Primary Election Ballot	33620 Stationery & Forms	N

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General Revenue Fund

\*\*\* Polk County \*\*\*

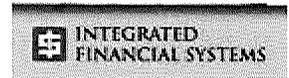


Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>	
5647 SeaChange Printing & Marketing		10,813.58	2 Transactions		
4606 Seeger/Julie					
18- 481- 519- 5110- 6331		8.63	COVID- 19 Response Mileage	Mileage	N
18- 493- 000- 0000- 6331		18.39	Care Coordination Mileage- 33	Mileage	N
4606 Seeger/Julie		27.02	2 Transactions		
28732 Service Pro Parts Inc.					
01- 520- 000- 0000- 6303		568.61	Supplies	Other Repair, Maintenance & Operator	N
03- 330- 000- 0000- 6303		436.47	Supplies	Other Repair, Maintenance & Operator	N
03- 330- 000- 0000- 6564		261.95	Parts	Machinery Parts	N
28732 Service Pro Parts Inc.		1,267.03	3 Transactions		
6336 Skinner Roofing					
01- 111- 193- 0000- 6303		224.00	EPOM Materials/Repair roof	1616 other repair & maintenance non- count	N
6336 Skinner Roofing		224.00	1 Transactions		
2306 Steiner/Jon					
48- 395- 000- 0000- 6331		47.44	Mileage	June 2020 Mileage	N
48- 395- 000- 0000- 6851		626.46	Mileage- RRF/LF Meetings	June 2020 Remittance Of Revenue	N
48- 395- 000- 0000- 6851		54.05	COVID- 19 Mileage bill out	June 2020 Remittance Of Revenue	N
2306 Steiner/Jon		727.95	3 Transactions		
4786 Stericycle Inc					
01- 111- 000- 0000- 6805		77.44	PH/Facilities Trng Agrmnt 7/1	4009441133 Staff Education	N
4786 Stericycle Inc		77.44	1 Transactions		
4655 Stone's Mobile Radio Inc					
03- 330- 000- 0000- 6303		397.90	Supplies	2039741 Other Repair, Maintenance & Operator	N
16- 200- 000- 0000- 6272		77.43	Worked on Radio - Services	2038459 Services	N
4655 Stone's Mobile Radio Inc		475.33	2 Transactions		
28463 Strandell/Warren					
01- 001- 000- 0000- 6331		28.75	June 2020 Mileage	Mileage	N
01- 001- 000- 0000- 6351		336.20	June Medical Reimbursement	Insurance	N
28463 Strandell/Warren		364.95	2 Transactions		

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Public Safety Fund

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
<b>7987 Streicher's</b>					
16-200-000-0000-6454		15.98	2-ollar Insignia:Gold, S Star	1436386	Law Enforcement Supplies N
16-200-000-0000-6454		8.99	Tire Bar:Gold W/FC MN State S	1436386	Law Enforcement Supplies N
16-200-000-0000-6454		9.99	Hat KNit Watchman Sheriff gold	1436386	Law Enforcement Supplies N
<b>7987 Streicher's</b>		<b>34.96</b>	<b>3 Transactions</b>		
<b>6623 Strutz/Sabrina</b>					
16-200-000-0000-6207		21.12	Meal Reimb for Transport		Prisoner Conveyance - Meals N
16-200-000-0000-6207		12.91	Meal Reimb Transport		Prisoner Conveyance - Meals N
<b>6623 Strutz/Sabrina</b>		<b>34.03</b>	<b>2 Transactions</b>		
<b>1923 Stuhaug Sanitation</b>					
03-330-000-0000-6303		30.42	Services	112263	Other Repair, Maintenance & Operator N
16-200-000-0000-6272		32.76	Dumpster Rental	110786,111435	Services N
<b>1923 Stuhaug Sanitation</b>		<b>63.18</b>	<b>2 Transactions</b>		
<b>5224 Sylvester/Kathy</b>					
18-481-519-5110-6331		8.63	COVID-19 Response Mileage		Mileage N
18-483-466-0000-6331		31.04	Fam Hlth Mileage- 11		Mileage N
18-483-466-0000-6331		50.60	TANF Home Visit Mileage- 22		Mileage N
<b>5224 Sylvester/Kathy</b>		<b>90.27</b>	<b>3 Transactions</b>		
<b>3361 SYNCB AMAZON</b>					
16-200-000-0000-6403		47.51	LE supplies	434988496656	Misc. Supplies N
16-200-000-0000-6403		32.83	office supplies	469466558786	Misc. Supplies N
16-200-000-0000-6607		219.90	.06607 Tourniquets	469466558786	Equipment N
16-200-000-0000-6454		1,026.22	LE supplies	499433696973	Law Enforcement Supplies N
<b>3361 SYNCB AMAZON</b>		<b>1,326.46</b>	<b>4 Transactions</b>		
<b>3355 Tailoredwear Inc</b>					
01-111-000-5555-6412		4,500.00	Fase Masks PPE/Covid 19	2276	Custodial Supplies N
<b>3355 Tailoredwear Inc</b>		<b>4,500.00</b>	<b>1 Transactions</b>		
<b>14071 The Exponent</b>					
01-061-000-0000-6241		168.00	Personnel Ad	2.10594	Publishing - Advertising N
<b>14071 The Exponent</b>		<b>168.00</b>	<b>1 Transactions</b>		

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<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
<b>29026 The Thirteen Towns</b>					
01- 061- 000- 0000- 6241		313.60	Personnel Ads	14247	Publishing - Advertising N
03- 330- 000- 0000- 6241		710.40	Advertising	14189	Publishing - Advertising N
<b>29026 The Thirteen Towns</b>		<b>1,024.00</b>	<b>2 Transactions</b>		
<b>4251 Thompson/Sue</b>					
18- 485- 477- 0000- 6331		56.93	DFC- NM Mileage- 107		Mileage N
<b>4251 Thompson/Sue</b>		<b>56.93</b>	<b>1 Transactions</b>		
<b>3771 Titan Machinery</b>					
16- 200- 000- 0000- 6607		184.36	Ranger	1174184 CL	Equipment N
<b>3771 Titan Machinery</b>		<b>184.36</b>	<b>1 Transactions</b>		
<b>5716 Titan Machinery</b>					
65- 393- 000- 0000- 6301		3,217.46	Bomag parts/rprs	3367051	Machinery & Equipment N
<b>5716 Titan Machinery</b>		<b>3,217.46</b>	<b>1 Transactions</b>		
<b>10522 Todd's Tire Service Inc</b>					
03- 330- 000- 0000- 6561		102.90	Fuel		Fuels N
03- 330- 000- 0000- 6563		6,680.68	Tire		Tires, Tubes, Batteries & M.V. Parts N
16- 200- 000- 0000- 6303		77.00	4 Tire Mount/Bal/Disp- Unit 247	18132	Other Repair & Maintenance N
65- 393- 000- 0000- 6301		198.28	Tire Repairs	18127, 18175	Machinery & Equipment N
65- 393- 000- 0000- 6859		9.71	Tax	18127, 18175	Sales Tax N
<b>10522 Todd's Tire Service Inc</b>		<b>7,068.57</b>	<b>5 Transactions</b>		
<b>9096 Todd's Trailer Sales &amp; Rental</b>					
01- 111- 188- 1212- 6344		600.00	Trailer Rent/EGF Project 07/10	4769	Rentals N
<b>9096 Todd's Trailer Sales &amp; Rental</b>		<b>600.00</b>	<b>1 Transactions</b>		
<b>5289 Tony Filipi Backhoe Service</b>					
40- 602- 000- 0000- 6357		1,356.55	Ditch Services	55094	Ditch Services N
40- 640- 000- 0000- 6357		190.00	Ditch Services	55094	Ditch Services N
<b>5289 Tony Filipi Backhoe Service</b>		<b>1,546.55</b>	<b>2 Transactions</b>		
<b>12216 True Value Hardware</b>					
01- 111- 197- 5555- 6414		4.99	Paint/Covid Screen Brackets	A188254	Maintenance Supplies N
01- 111- 197- 0000- 6414		11.99	Shower head bracket/maint	A188435	Maintenance Supplies N

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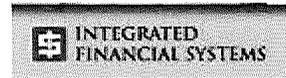


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<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
01- 111- 197- 0000- 6565		22.98	Y connector 3600 Sq Ft sprinkr	A188953	other repair/mntc County N
01- 111- 197- 0000- 6414		62.94	6 Dreain opener/maint supplies	A189194	Maintenance Supplies N
03- 330- 000- 0000- 6303		66.00	Supplies	A#5030	Other Repair, Maintenance & Operator N
<b>12216 True Value Hardware</b>		<b>168.90</b>	<b>5 Transactions</b>		
<b>6497 Twin City Garage Door</b>					
01- 111- 197- 0000- 6303		1,196.37	Materials	36839	other repair & maintenance non- count N
01- 111- 197- 0000- 6304		540.00	Labor	36839	Labor Charges N
<b>6497 Twin City Garage Door</b>		<b>1,736.37</b>	<b>2 Transactions</b>		
<b>995 U S Bank</b>					
03- 300- 000- 0000- 6272		500.00	Bond Fee	5747812	Services N
<b>995 U S Bank</b>		<b>500.00</b>	<b>1 Transactions</b>		
<b>5480 Uline</b>					
01- 111- 188- 1212- 6204		53.72	Freight	121507804	Freight Charges N
01- 111- 188- 1212- 6412		352.00	Carpet Mats	121507804	Custodial Supplies N
<b>5480 Uline</b>		<b>405.72</b>	<b>2 Transactions</b>		
<b>6702 Ulman/Melissa</b>					
18- 493- 000- 0000- 6331		36.22	Care Coordination Mileage- 33		Mileage N
<b>6702 Ulman/Melissa</b>		<b>36.22</b>	<b>1 Transactions</b>		
<b>9768 Ulubiyo/Emmanuel</b>					
01- 091- 000- 0000- 6561		20.00	Fuel Expense - Fingerprint	Twin Cities	Fuels N
<b>9768 Ulubiyo/Emmanuel</b>		<b>20.00</b>	<b>1 Transactions</b>		
<b>60 UPS</b>					
64- 390- 000- 0000- 6418		19.47	Testing Sample	40TT30	Testing Equipment N
<b>60 UPS</b>		<b>19.47</b>	<b>1 Transactions</b>		
<b>4244 US Bank Voyager Fleet Sys</b>					
16- 200- 000- 0000- 6205		488.66	Transport/Security fuel		Prisoner Conveyance - Mileage & Airfa N
16- 200- 000- 0000- 6561		2,871.20	SO - Fuel	A#8698- 8468	Fuels N
16- 211- 000- 0000- 6561		373.88	Fosston - Fuel		Fuels N
<b>4244 US Bank Voyager Fleet Sys</b>		<b>3,733.74</b>	<b>3 Transactions</b>		

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<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
5020 Valley Electric Of Crookston LLC 01- 520- 000- 0000- 6303		196.50	Services	5396	Other Repair, Maintenance & Operator N
5020 Valley Electric Of Crookston LLC		196.50	<b>1 Transactions</b>		
5542 Valley Plains Equipment 65- 393- 000- 0000- 6301		6.25	Tractor Mower Parts	206895	Machinery & Equipment N
5542 Valley Plains Equipment		6.25	<b>1 Transactions</b>		
5889 Van Den Einde/Amy 18- 481- 519- 5110- 6331		46.00	School Health Mileage- 12		Mileage N
18- 483- 464- 0000- 6331		64.40	F/P Mileage- 17		Mileage N
18- 483- 464- 0000- 6805		290.00	Nat'l Reproductive Hlth Reg- 17		Staff Education N
5889 Van Den Einde/Amy		400.40	<b>3 Transactions</b>		
5954 Vonasek/Len 48- 123- 000- 0000- 6331		26.45	Mileage	June 2020	Mileage N
5954 Vonasek/Len		26.45	<b>1 Transactions</b>		
1897 Wallwork Truck Center 03- 330- 000- 0000- 6562		680.00	Lubricants	A#66224	Lubricants N
1897 Wallwork Truck Center		680.00	<b>1 Transactions</b>		
3722 Wenck Associates Inc 38- 384- 380- 0000- 6851		15.80	Beltrami CAP I Grant Mtgs	12003472	Remittance Of Revenue N
38- 385- 381- 0000- 6851		481.60	Hubbard CAP II Grant Mtgs	12003472	Remittance Of Revenue N
38- 385- 383- 0000- 6272		808.40	TS- C CAP II Mtgs/Design/Admin	12003472	Professional Services N
65- 392- 000- 0000- 6272		4,038.38	Services/Monitoring/Reporting	12003473	Services N
65- 393- 000- 0000- 6272		4,038.37	Services/Monitoring/Reporting	12003473	Services N
3722 Wenck Associates Inc		9,382.55	<b>5 Transactions</b>		
6281 West Central Ag Services 64- 390- 000- 0000- 6302		102.06	Cornerston Plus	24703133	Grounds N
6281 West Central Ag Services		102.06	<b>1 Transactions</b>		
5073 Whiting/Chuck 01- 031- 000- 0000- 6331		125.35	Mileage May/June 2020		Mileage N

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<u>No. Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
5073 Whiting/Chuck		125.35		1 Transactions	
2226 Widseth Smith Nolting & Assoc					
03- 320- 000- 0000- 6269		495.00	205051	Prof Services Fisher Ave	Surveying N
2226 Widseth Smith Nolting & Assoc		495.00		1 Transactions	
5768 Widseth/Nan					
18- 481- 519- 5110- 6331		144.90		COVID- 19 Mileage- 122	Mileage N
5768 Widseth/Nan		144.90		1 Transactions	
6371 Willhite/Gary					
01- 001- 000- 0000- 6331		62.10		June 2020 Mileage	Mileage N
6371 Willhite/Gary		62.10		1 Transactions	
734 Win- E- Mac Travel Center Inc					
16- 200- 000- 0000- 6272		90.00	PC Sheriff	Car Washes	Services N
734 Win- E- Mac Travel Center Inc		90.00		1 Transactions	
6159 Winter Truck Line Inc					
64- 391- 000- 0000- 6371		711.75	440174	Hauling Scrap Metal	Hauling Charges N
6159 Winter Truck Line Inc		711.75		1 Transactions	
128 Winzer Corporation					
64- 390- 000- 0000- 6301		796.66	208069	Loader Supplies	Machinery & Equip. Repairs N
128 Winzer Corporation		796.66		1 Transactions	
3881 Wolfe/Terry					
40- 614- 000- 0000- 6357		450.00		Ditch Work	Ditch Services N
3881 Wolfe/Terry		450.00		1 Transactions	
3477 Wright/Donovan					
48- 123- 000- 0000- 6331		28.75	June 2020	Mileage	Mileage N
3477 Wright/Donovan		28.75		1 Transactions	
7468 Wrigley Mechanical Inc					
64- 390- 000- 7240- 6301		1,227.00	J002949	#2 Boiler Tube Leak	Machinery & Equip. Repairs N

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<u>No. Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
7468 Wrigley Mechanical Inc		1 Transactions			
33064 Xcel Energy					
01- 111- 188- 0000- 6253	51.50	Heating HSC	51- 6538130- 2	Gas	N
		05/14/2020 06/15/2020			
33064 Xcel Energy	51.50	1 Transactions			
4246 Ye Ole Print Shoppe					
01- 064- 000- 0000- 6403	12.00	Folding Absentee Ballot Instr.	16088	Misc. Supplies	N
01- 120- 000- 0000- 6607	1,100.00	50 Veterans Hats	3626	Equipment	N
01- 521- 000- 0000- 6303	43.00	Supplies	41803	Other Repair, Maintenance & Operati	N
03- 330- 000- 0000- 6303	182.00	Supplies	41796	Other Repair, Maintenance & Operati	N
4246 Ye Ole Print Shoppe	1,337.00	4 Transactions			
7890 Zee Medical Services					
65- 392- 000- 0000- 6457	184.30	First Aid Supplies	110- 899567	Safety- First Aid Supplies	N
65- 392- 000- 0000- 6859	3.09	Tax	110- 899567	Sales Tax	N
7890 Zee Medical Services	187.39	2 Transactions			
2311 Ziegler Inc					
01- 111- 197- 0000- 6303	694.12	Annual Service Agreement	SW050343362	other repair & maintenance non- count	N
03- 330- 000- 0000- 6564	503.04	Parts	A#7161700	Machinery Parts	N
48- 398- 000- 0000- 6301	57.35	- T604 Filters	Acct 7161500	Machinery & Equipment	N
2311 Ziegler Inc	1,254.51	3 Transactions			
<b>Final Total .....</b>	<b>488,930.78</b>	<b>249 Vendors</b>	<b>584 Transactions</b>		