

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

Documents:

[SEPTEMBER 15 PACKET.PDF](#)

*Revised
POLK COUNTY BOARD
MEETING LOCATION:
POLK COUNTY ENVIRONMENTAL SERVICES (TRANSFER STATION)
320 INGERSOLL AVENUE
CROOKSTON, MN
AGENDA
SEPTEMBER 15, 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 payment to US Bank, St. Louis MO in the amount of \$85,806.59 for procurement card purchases.
- COUNTY BOARD MEMBERS ISSUE FORUM**
- 9:50 **JIM TADMAN – SHERIFF**
1. Approve & Sign State of MN Joint Powers Agreement Authorized Agency
2. Resolution (2020-78) Approving State of MN Joint Powers Agreement With The County Of Polk On Behalf Of Its Polk County Attorney and Sheriff
- 9:55 **KAREN WARMACK – SOCIAL SERVICES**
1. One Office Support Specialist Replacement Request
- 10:00 **CHUCK WHITING – COUNTY ADMINISTRATOR**
1. Approval of Claim – Lindemer Settlement
2. CARES Update
3. *Juvenile Detention Center Roof Replacement Bid Award
- 10:30 **2021 DEPARTMENT BUDGET REVIEWS**
1. General Overview of Budget Issues – Chuck Whiting, County Administrator
- 10:45 **GREG WIDSETH – COUNTY ATTORNEY**
1. Review of 2021 County Attorney Budget
- 11:00 **RICHARD SANDERS – COUNTY HIGHWAY ENGINEER**
1. County Wide Patching
2. County Ditch 56 Maintenance Request
3. Review of 2021 Highway Department Budgets
- LUNCH**
- 1:30 P.M. **KURT ELLEFSON – VETERANS SERVICES OFFICER**
1. Review of 2021 Veterans Services Budget
- 1:45 **JON STEINER – ENVIRONMENTAL SERVICES DIRECTOR**
1. Review of 2021 Environmental Services Budget
- 3:00 **MARK DIETZ – FACILITIES DIRECTOR**
1. Review of 2021 Facilities Budget
- 4:15 **CHUCK WHITING – COUNTY ADMINISTRATOR**
1. Review of 2021 Administration Budgets
2. Budget Summary and Review
- 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.



Board of Commissioners

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

TO: POLK COUNTY BOARD OF COMMISSIONERS
CHUCK WHITING, POLK COUNTY ADMINISTRATOR

MEETING DATE: September 15, 2020

FROM: Sheriff James Tadman

AGENDA ITEMS:

1. Approve and Sign State of Minnesota Joint Powers Agreement Authorized Agency
2. Resolution (2020-78) Approving State of Minnesota Joint Powers Agreement With The County Of Polk On Behalf Of It's County Attorney And Sheriff

SUMMARY:

1. This agreement is between the State of Minnesota, acting through the Department of Public Safety, Bureau of Criminal Apprehension (BCA) and the County of Polk on behalf of the Sheriff's Office. 5 Year Agreement for access to the Minnesota Criminal Justice Data Communications Network (CJDN).
2. State of MN Joint Powers Agreement

ACTION REQUESTED:

1. Motion and Approval of State of Minnesota Joint Powers agreement on behalf of the Polk County Sheriff's Office.
2. Approve Resolution (2020-78) Approving State of Minnesota Joint Powers Agreement With The County Of Polk On Behalf Of It's County Attorney and Sheriff

**STATE OF MINNESOTA
JOINT POWERS AGREEMENT
AUTHORIZED AGENCY**

This agreement is between the State of Minnesota, acting through its Department of Public Safety, Bureau of Criminal Apprehension ("BCA") and the County of Polk on behalf of its Sheriff's Office ("Agency").

Recitals

Under Minn. Stat. § 471.59, the BCA and the Agency are empowered to engage in those agreements that are necessary to exercise their powers. Under Minn. Stat. § 299C.46 the BCA must provide a criminal justice data communications network to benefit authorized agencies in Minnesota. The Agency is authorized by law to utilize the criminal justice data communications network pursuant to the terms set out in this agreement. In addition, BCA either maintains repositories of data or has access to repositories of data that benefit authorized agencies in performing their duties. Agency wants to access these data in support of its official duties.

The purpose of this Agreement is to create a method by which the Agency has access to those systems and tools for which it has eligibility, and to memorialize the requirements to obtain access and the limitations on the access.

Agreement

1 Term of Agreement

- 1.1 **Effective date:** This Agreement is effective on the date the BCA obtains all required signatures under Minn. Stat. § 16C.05, subdivision 2.
- 1.2 **Expiration date:** This Agreement expires five years from the date it is effective.

2 Agreement between the Parties

2.1 General access. BCA agrees to provide Agency with access to the Minnesota Criminal Justice Data Communications Network (CJDN) and those systems and tools which the Agency is authorized by law to access via the CJDN for the purposes outlined in Minn. Stat. § 299C.46.

2.2 Methods of access.

The BCA offers three (3) methods of access to its systems and tools. The methods of access are:

A. Direct access occurs when individual users at the Agency use Agency's equipment to access the BCA's systems and tools. This is generally accomplished by an individual user entering a query into one of BCA's systems or tools.

B. Indirect access occurs when individual users at the Agency go to another Agency to obtain data and information from BCA's systems and tools. This method of access generally results in the Agency with indirect access obtaining the needed data and information in a physical format like a paper report.

C. Computer-to-computer system interface occurs when Agency's computer exchanges data and information with BCA's computer systems and tools using an interface. Without limitation, interface types include: state message switch, web services, enterprise service bus and message queuing.

For purposes of this Agreement, Agency employees or contractors may use any of these methods to use BCA's systems and tools as described in this Agreement. Agency will select a method of access and can change the methodology following the process in Clause 2.10.

2.3 Federal systems access. In addition, pursuant to 28 CFR §20.30-38 and Minn. Stat. §299C.58, BCA may provide Agency with access to the Federal Bureau of Investigation (FBI) National Crime Information Center.

2.4 Agency policies. Both the BCA and the FBI's Criminal Justice Information Systems (FBI-CJIS) have policies, regulations and laws on access, use, audit, dissemination, hit confirmation, logging, quality assurance, screening (pre-employment), security, timeliness, training, use of the system, and validation. Agency has created its own policies to ensure that Agency's employees and contractors comply with all applicable requirements. Agency ensures this compliance through appropriate enforcement. These BCA and FBI-CJIS policies and regulations, as amended and updated from time to time, are incorporated into this Agreement by reference. The policies are available at <https://bcanextest.x.state.mn.us/launchpad/>.

2.5 Agency resources. To assist Agency in complying with the federal and state requirements on access to and use of the various systems and tools, information is available at <https://sps.x.state.mn.us/sites/bcaservicecatalog/default.aspx>. Additional information on appropriate use is found in the Minnesota Bureau of Criminal Apprehension Policy on Appropriate Use of Systems and Data available at <https://dps.mn.gov/divisions/bca/bca-divisions/mnjis/Documents/BCA-Policy-on-Appropriate-Use-of-Systems-and-Data.pdf>.

2.6 Access granted.

A. Agency is granted permission to use all current and future BCA systems and tools for which Agency is eligible. Eligibility is dependent on Agency (i) satisfying all applicable federal or state statutory requirements; (ii) complying with the terms of this Agreement; and (iii) acceptance by BCA of Agency's written request for use of a specific system or tool.

B. To facilitate changes in systems and tools, Agency grants its Authorized Representative authority to make written requests for those systems and tools provided by BCA that the Agency needs to meet its criminal justice obligations and for which Agency is eligible.

2.7 Future access. On written request by Agency, BCA also may provide Agency with access to those systems or tools which may become available after the signing of this Agreement, to the extent that the access is authorized by applicable state and federal law. Agency agrees to be bound by the terms and conditions contained in this Agreement that when utilizing new systems or tools provided under this Agreement.

2.8 Limitations on access. BCA agrees that it will comply with applicable state and federal laws when making information accessible. Agency agrees that it will comply with applicable state and federal laws when accessing, entering, using, disseminating, and storing data. Each party is responsible for its own compliance with the most current applicable state and federal laws.

2.9 Supersedes prior agreements. This Agreement supersedes any and all prior agreements between the BCA and the Agency regarding access to and use of systems and tools provided by BCA.

2.10 Requirement to update information. The parties agree that if there is a change to any of the information whether required by law or this Agreement, the party will send the new information to the other party in writing within 30 days of the change. This clause does not apply to changes in systems or tools provided under this Agreement.

This requirement to give notice additionally applies to changes in the individual or organization serving a city as its prosecutor. Any change in performance of the prosecutorial function must be provided to the BCA in writing by giving notice to the Service Desk, BCA.ServiceDesk@state.mn.us.

2.11 Transaction record. The BCA creates and maintains a transaction record for each exchange of data utilizing its systems and tools. In order to meet FBI-CJIS requirements and to perform the audits described in Clause 7, there must be a method of identifying which individual users at the Agency conducted a particular transaction.

If Agency uses either direct access as described in Clause 2.2A or indirect access as described in Clause 2.2B, BCA's transaction record meets FBI-CJIS requirements.

When Agency's method of access is a computer to computer interface as described in Clause 2.2C, the Agency must

keep a transaction record sufficient to satisfy FBI-CJIS requirements and permit the audits described in Clause 7 to occur.

If an Agency accesses data from the Driver and Vehicle Services Division in the Minnesota Department of Public Safety and keeps a copy of the data, Agency must have a transaction record of all subsequent access to the data that are kept by the Agency. The transaction record must include the individual user who requested access, and the date, time and content of the request. The transaction record must also include the date, time and content of the response along with the destination to which the data were sent. The transaction record must be maintained for a minimum of six (6) years from the date the transaction occurred and must be made available to the BCA within one (1) business day of the BCA's request.

2.12 Court information access. Certain BCA systems and tools that include access to and/or submission of Court Records may only be utilized by the Agency if the Agency completes the Court Data Services Subscriber Amendment, which upon execution will be incorporated into this Agreement by reference. These BCA systems and tools are identified in the written request made by Agency under Clause 2.6 above. The Court Data Services Subscriber Amendment provides important additional terms, including but not limited to privacy (see Clause 8.2, below), fees (see Clause 3 below), and transaction records or logs, that govern Agency's access to and/or submission of the Court Records delivered through the BCA systems and tools.

2.13 Vendor personnel screening. The BCA will conduct all vendor personnel screening on behalf of Agency as is required by the FBI CJIS Security Policy. The BCA will maintain records of the federal, fingerprint-based background check on each vendor employee as well as records of the completion of the security awareness training that may be relied on by the Agency.

3 Payment

The Agency agrees to pay BCA for access to the criminal justice data communications network described in Minn. Stat. § 299C.46 as specified in this Agreement. The bills are sent quarterly for the amount of Eight Hundred Seventy dollars (\$870.00) or a total annual cost of Three Thousand Four Hundred Eighty dollars (\$3,480.00).

Agency will identify its contact person for billing purposes, and will provide updated information to BCA's Authorized Representative within ten business days when this information changes.

If Agency chooses to execute the Court Data Services Subscriber Amendment referred to in Clause 2.12 in order to access and/or submit Court Records via BCA's systems, additional fees, if any, are addressed in that amendment.

4 Authorized Representatives

The BCA's Authorized Representative is Dana Gotz, Department of Public Safety, Bureau of Criminal Apprehension, Minnesota Justice Information Services, 1430 Maryland Avenue, St. Paul, MN 55106, 651-793-1007, or her successor.

The Agency's Authorized Representative is Sheriff James Tadman, 600 Bruce St, PO Box 416, Crookston, MN 56716, (218) 281-0431, or his/her successor.

5 Assignment, Amendments, Waiver, and Contract Complete

5.1 Assignment. Neither party may assign nor transfer any rights or obligations under this Agreement.

5.2 Amendments. Any amendment to this Agreement, except those described in Clauses 2.6 and 2.7 above must be in writing and will not be effective until it has been signed and approved by the same parties who signed and approved the original agreement, their successors in office, or another individual duly authorized.

5.3 Waiver. If either party fails to enforce any provision of this Agreement, that failure does not waive the provision or the right to enforce it.

5.4 Contract Complete. This Agreement contains all negotiations and agreements between the BCA and the Agency. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

6 Liability

Each party will be responsible for its own acts and behavior and the results thereof and shall not be responsible or liable for the other party's actions and consequences of those actions. The Minnesota Torts Claims Act, Minn. Stat. § 3.736 and other applicable laws govern the BCA's liability. The Minnesota Municipal Tort Claims Act, Minn. Stat. Ch. 466, governs the Agency's liability.

7 Audits

7.1 Under Minn. Stat. § 16C.05, subd. 5, the Agency's books, records, documents, internal policies and accounting procedures and practices relevant to this Agreement are subject to examination by the BCA, the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Agreement. Under Minn. Stat. § 6.551, the State Auditor may examine the books, records, documents, and accounting procedures and practices of BCA. The examination shall be limited to the books, records, documents, and accounting procedures and practices that are relevant to this Agreement.

7.2 Under applicable state and federal law, the Agency's records are subject to examination by the BCA to ensure compliance with laws, regulations and policies about access, use, and dissemination of data.

7.3 If Agency accesses federal databases, the Agency's records are subject to examination by the FBI and Agency will cooperate with FBI examiners and make any requested data available for review and audit.

7.4 To facilitate the audits required by state and federal law, Agency is required to have an inventory of the equipment used to access the data covered by this Agreement and the physical location of each.

8 Government Data Practices

8.1 BCA and Agency. The Agency and BCA must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data accessible under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Agency under this Agreement. The remedies of Minn. Stat. §§ 13.08 and 13.09 apply to the release of the data referred to in this clause by either the Agency or the BCA.

8.2 Court Records. If Agency chooses to execute the Court Data Services Subscriber Amendment referred to in Clause 2.12 in order to access and/or submit Court Records via BCA's systems, the following provisions regarding data practices also apply. The Court is not subject to Minn. Stat. Ch. 13 (see section 13.90) but is subject to the *Rules of Public Access to Records of the Judicial Branch* promulgated by the Minnesota Supreme Court. All parties acknowledge and agree that Minn. Stat. § 13.03, subdivision 4(e) requires that the BCA and the Agency comply with the *Rules of Public Access* for those data received from Court under the Court Data Services Subscriber Amendment. All parties also acknowledge and agree that the use of, access to or submission of Court Records, as that term is defined in the Court Data Services Subscriber Amendment, may be restricted by rules promulgated by the Minnesota Supreme Court, applicable state statute or federal law. All parties acknowledge and agree that these applicable restrictions must be followed in the appropriate circumstances.

9 Investigation of alleged violations; sanctions

For purposes of this clause, "Individual User" means an employee or contractor of Agency.

9.1 Investigation. Agency and BCA agree to cooperate in the investigation and possible prosecution of suspected violations of federal and state law referenced in this Agreement. Agency and BCA agree to cooperate in the investigation of suspected violations of the policies and procedures referenced in this Agreement. When BCA becomes aware that a violation may have occurred, BCA will inform Agency of the suspected violation, subject to any restrictions in applicable law. When Agency becomes aware that a violation has occurred, Agency will inform BCA subject to any restrictions in applicable law.

9.2 Sanctions Involving Only BCA Systems and Tools.

The following provisions apply to BCA systems and tools not covered by the Court Data Services Subscriber Amendment. None of these provisions alter the Agency's internal discipline processes, including those governed by a collective bargaining agreement.

9.2.1 For BCA systems and tools that are not covered by the Court Data Services Subscriber Amendment, Agency must determine if and when an involved Individual User's access to systems or tools is to be temporarily or permanently eliminated. The decision to suspend or terminate access may be made as soon as alleged violation is discovered, after notice of an alleged violation is received, or after an investigation has occurred. Agency must report the status of the Individual User's access to BCA without delay. BCA reserves the right to make a different determination concerning an Individual User's access to systems or tools than that made by Agency and BCA's determination controls.

9.2.2 If BCA determines that Agency has jeopardized the integrity of the systems or tools covered in this Clause 9.2, BCA may temporarily stop providing some or all the systems or tools under this Agreement until the failure is remedied to the BCA's satisfaction. If Agency's failure is continuing or repeated, Clause 11.1 does not apply and BCA may terminate this Agreement immediately.

9.3 Sanctions Involving Only Court Data Services

The following provisions apply to those systems and tools covered by the Court Data Services Subscriber Amendment, if it has been signed by Agency. As part of the agreement between the Court and the BCA for the delivery of the systems and tools that are covered by the Court Data Services Subscriber Amendment, BCA is required to suspend or terminate access to or use of the systems and tools either on its own initiative or when directed by the Court. The decision to suspend or terminate access may be made as soon as an alleged violation is discovered, after notice of an alleged violation is received, or after an investigation has occurred. The decision to suspend or terminate may also be made based on a request from the Authorized Representative of Agency. The agreement further provides that only the Court has the authority to reinstate access and use.

9.3.1 Agency understands that if it has signed the Court Data Services Subscriber Amendment and if Agency's Individual Users violate the provisions of that Amendment, access and use will be suspended by BCA or Court. Agency also understands that reinstatement is only at the direction of the Court.

9.3.2 Agency further agrees that if Agency believes that one or more of its Individual Users have violated the terms of the Amendment, it will notify BCA and Court so that an investigation as described in Clause 9.1 may occur.

10 Venue

Venue for all legal proceedings involving this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

11 Termination

11.1 Termination. The BCA or the Agency may terminate this Agreement at any time, with or without cause, upon 30 days' written notice to the other party's Authorized Representative.

11.2 Termination for Insufficient Funding. Either party may immediately terminate this Agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written notice to the other party's authorized representative. The Agency is not obligated to pay for any services that are provided after notice and effective date of termination. However, the BCA will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. Neither party will be assessed any penalty if the agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. Notice of the lack of funding must be provided within a reasonable time of the affected party receiving that notice.

12 Continuing obligations

The following clauses survive the expiration or cancellation of this Agreement: 6. Liability; 7. Audits; 8. Government Data Practices; 9. Investigation of alleged violations; sanctions; and 10. Venue.

The parties indicate their agreement and authority to execute this Agreement by signing below.

1. AGENCY

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with delegated authority)

Date: _____

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with delegated authority)

Date: _____

**2. DEPARTMENT OF PUBLIC SAFETY, BUREAU OF
CRIMINAL APPREHENSION**

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with delegated authority)

Date: _____

**3. COMMISSIONER OF ADMINISTRATION
delegated to Materials Management Division**

By: _____

Date: _____

COURT DATA SERVICES SUBSCRIBER AMENDMENT TO CJDN SUBSCRIBER AGREEMENT

This Court Data Services Subscriber Amendment (“Subscriber Amendment”) is entered into by the State of Minnesota, acting through its Department of Public Safety, Bureau of Criminal Apprehension, (“BCA”) and the County of Polk on behalf of its Sheriff’s Office (“Agency”), and by and for the benefit of the State of Minnesota acting through its State Court Administrator’s Office (“Court”) who shall be entitled to enforce any provisions hereof through any legal action against any party.

Recitals

This Subscriber Amendment modifies and supplements the Agreement between the BCA and Agency, SWIFT Contract number 182500, of even or prior date, for Agency use of BCA systems and tools (referred to herein as “the CJDN Subscriber Agreement”). Certain BCA systems and tools that include access to and/or submission of Court Records may only be utilized by the Agency if the Agency completes this Subscriber Amendment. The Agency desires to use one or more BCA systems and tools to access and/or submit Court Records to assist the Agency in the efficient performance of its duties as required or authorized by law or court rule. Court desires to permit such access and/or submission. This Subscriber Amendment is intended to add Court as a party to the CJDN Subscriber Agreement and to create obligations by the Agency to the Court that can be enforced by the Court. It is also understood that, pursuant to the Master Joint Powers Agreement for Delivery of Court Data Services to CJDN Subscribers (“Master Authorization Agreement”) between the Court and the BCA, the BCA is authorized to sign this Subscriber Amendment on behalf of Court. Upon execution the Subscriber Amendment will be incorporated into the CJDN Subscriber Agreement by reference. The BCA, the Agency and the Court desire to amend the CJDN Subscriber Agreement as stated below.

The CJDN Subscriber Agreement is amended by the addition of the following provisions:

1. **TERM; TERMINATION; ONGOING OBLIGATIONS.** This Subscriber Amendment shall be effective on the date finally executed by all parties and shall remain in effect until expiration or termination of the CJDN Subscriber Agreement unless terminated earlier as provided in this Subscriber Amendment. Any party may terminate this Subscriber Amendment with or without cause by giving written notice to all other parties. The effective date of the termination shall be thirty days after the other party's receipt of the notice of termination, unless a later date is specified in the notice. The provisions of sections 5 through 9, 12.b., 12.c., and 15 through 24 shall survive any termination of this Subscriber Amendment as shall any other provisions which by their nature are intended or expected to survive such termination. Upon termination, the Subscriber shall perform the responsibilities set forth in paragraph 7(f) hereof.

2. **Definitions.** Unless otherwise specifically defined, each term used herein shall have the meaning assigned to such term in the CJDN Subscriber Agreement.

a. **“Authorized Court Data Services”** means Court Data Services that have been authorized for delivery to CJDN Subscribers via BCA systems and tools pursuant to an Authorization Amendment to the Joint Powers Agreement for Delivery of Court Data Services to CJDN Subscribers (“Master Authorization Agreement”) between the Court and the BCA.

b. **“Court Data Services”** means one or more of the services set forth on the Justice Agency Resource webpage of the Minnesota Judicial Branch website (for which the current address is www.courts.state.mn.us) or other location designated by the Court, as the same may be amended from time to time by the Court.

c. **“Court Records”** means all information in any form made available by the Court to Subscriber through the BCA for the purposes of carrying out this Subscriber Amendment, including:

- i. **“Court Case Information”** means any information in the Court Records that conveys information about a particular case or controversy, including without limitation Court Confidential Case Information, as defined herein.
- ii. **“Court Confidential Case Information”** means any information in the Court Records that is inaccessible to the public pursuant to the Rules of Public Access and that conveys information about a particular case or controversy.
- iii. **“Court Confidential Security and Activation Information”** means any information in the Court Records that is inaccessible to the public pursuant to the Rules of Public Access and that explains how to use or gain access to Court Data Services, including but not limited to login account names, passwords, TCP/IP addresses, Court Data Services user manuals, Court Data Services Programs, Court Data Services Databases, and other technical information.
- iv. **“Court Confidential Information”** means any information in the Court Records that is inaccessible to the public pursuant to the Rules of Public Access, including without limitation both i) Court Confidential Case Information; and ii) Court Confidential Security and Activation Information.

d. **“DCA”** shall mean the district courts of the state of Minnesota and their respective staff.

e. **“Policies & Notices”** means the policies and notices published by the Court in connection with each of its Court Data Services, on a website or other location designated by the Court, as the same may be amended from time to time by the Court. Policies & Notices for each Authorized Court Data Service identified in an approved request form under section 3, below, are hereby made part of this Subscriber Amendment by this reference and provide additional terms and conditions that govern Subscriber’s use of Court Records accessed through such services, including but not limited to provisions on access and use limitations.

f. **“Rules of Public Access”** means the Rules of Public Access to Records of the Judicial Branch promulgated by the Minnesota Supreme Court, as the same may be amended from time to time, including without limitation lists or tables published from time to time by the Court entitled *Limits on Public Access to Case Records or Limits on Public Access to Administrative Records*, all of which by this reference are made a part of this Subscriber Amendment. It is the obligation of Subscriber to check from time to time for updated rules, lists, and tables and be familiar with the contents thereof. It is contemplated that such rules, lists, and tables will be posted on the Minnesota Judicial Branch website, for which the current address is www.courts.state.mn.us.

g. **“Court”** shall mean the State of Minnesota, State Court Administrator's Office.

h. **“Subscriber”** shall mean the Agency.

i. **“Subscriber Records”** means any information in any form made available by the Subscriber to the Court for the purposes of carrying out this Subscriber Amendment.

3. REQUESTS FOR AUTHORIZED COURT DATA SERVICES. Following execution of this Subscriber Amendment by all parties, Subscriber may submit to the BCA one or more separate requests for Authorized Court Data Services. The BCA is authorized in the Master Authorization Agreement to process, credential and approve such requests on behalf of Court and all such requests approved by the BCA are adopted and incorporated herein by this reference the same as if set forth verbatim herein.

a. **Activation.** Activation of the requested Authorized Court Data Service(s) shall occur promptly following approval.

b. **Rejection.** Requests may be rejected for any reason, at the discretion of the BCA and/or the Court.

c. **Requests for Termination of One or More Authorized Court Data Services.** The Subscriber may request the termination of an Authorized Court Data Services previously requested by submitting a notice to Court with a copy to the BCA. Promptly upon receipt of a request for termination of an Authorized Court Data Service, the BCA will deactivate the service requested. The termination of one or more Authorized Court Data Services does not terminate this Subscriber Amendment. Provisions for termination of this Subscriber Amendment are set forth in section 1. Upon termination of Authorized Court Data Services, the Subscriber shall perform the responsibilities set forth in paragraph 7(f) hereof.

4. SCOPE OF ACCESS TO COURT RECORDS LIMITED. Subscriber's access to and/or submission of the Court Records shall be limited to Authorized Court Data Services identified in an approved request form under section 3, above, and other Court Records necessary for Subscriber to use Authorized Court Data Services. Authorized Court Data Services shall only be used according to the instructions provided in corresponding Policies & Notices or other materials and only as necessary to assist Subscriber in the efficient performance of Subscriber's duties

required or authorized by law or court rule in connection with any civil, criminal, administrative, or arbitral proceeding in any Federal, State, or local court or agency or before any self-regulatory body. Subscriber's access to the Court Records for personal or non-official use is prohibited. Subscriber will not use or attempt to use Authorized Court Data Services in any manner not set forth in this Subscriber Amendment, Policies & Notices, or other Authorized Court Data Services documentation, and upon any such unauthorized use or attempted use the Court may immediately terminate this Subscriber Amendment without prior notice to Subscriber.

5. GUARANTEES OF CONFIDENTIALITY. Subscriber agrees:

a. To not disclose Court Confidential Information to any third party except where necessary to carry out the Subscriber's duties as required or authorized by law or court rule in connection with any civil, criminal, administrative, or arbitral proceeding in any Federal, State, or local court or agency or before any self-regulatory body.

b. To take all appropriate action, whether by instruction, agreement, or otherwise, to insure the protection, confidentiality and security of Court Confidential Information and to satisfy Subscriber's obligations under this Subscriber Amendment.

c. To limit the use of and access to Court Confidential Information to Subscriber's bona fide personnel whose use or access is necessary to effect the purposes of this Subscriber Amendment, and to advise each individual who is permitted use of and/or access to any Court Confidential Information of the restrictions upon disclosure and use contained in this Subscriber Amendment, requiring each individual who is permitted use of and/or access to Court Confidential Information to acknowledge in writing that the individual has read and understands such restrictions. Subscriber shall keep such acknowledgements on file for one year following termination of the Subscriber Amendment and/or CJDN Subscriber Agreement, whichever is longer, and shall provide the Court with access to, and copies of, such acknowledgements upon request. For purposes of this Subscriber Amendment, Subscriber's bona fide personnel shall mean individuals who are employees of Subscriber or provide services to Subscriber either on a voluntary basis or as independent contractors with Subscriber.

d. That, without limiting section 1 of this Subscriber Amendment, the obligations of Subscriber and its bona fide personnel with respect to the confidentiality and security of Court Confidential Information shall survive the termination of this Subscriber Amendment and the CJDN Subscriber Agreement and the termination of their relationship with Subscriber.

e. That, notwithstanding any federal or state law applicable to the nondisclosure obligations of Subscriber and Subscriber's bona fide personnel under this Subscriber Amendment, such obligations of Subscriber and Subscriber's bona fide personnel are founded independently on the provisions of this Subscriber Amendment.

6. APPLICABILITY TO PREVIOUSLY DISCLOSED COURT RECORDS.

Subscriber acknowledges and agrees that all Authorized Court Data Services and related Court Records disclosed to Subscriber prior to the effective date of this Subscriber Amendment shall be subject to the provisions of this Subscriber Amendment.

7. LICENSE AND PROTECTION OF PROPRIETARY RIGHTS. During the term of this Subscriber Amendment, subject to the terms and conditions hereof, the Court hereby grants to Subscriber a nonexclusive, nontransferable, limited license to use Court Data Services Programs and Court Data Services Databases to access or receive the Authorized Court Data Services identified in an approved request form under section 3, above, and related Court Records. Court reserves the right to make modifications to the Authorized Court Data Services, Court Data Services Programs, and Court Data Services Databases, and related materials without notice to Subscriber. These modifications shall be treated in all respects as their previous counterparts.

a. Court Data Services Programs. Court is the copyright owner and licensor of the Court Data Services Programs. The combination of ideas, procedures, processes, systems, logic, coherence and methods of operation embodied within the Court Data Services Programs, and all information contained in documentation pertaining to the Court Data Services Programs, including but not limited to manuals, user documentation, and passwords, are trade secret information of Court and its licensors.

b. Court Data Services Databases. Court is the copyright owner and licensor of the Court Data Services Databases and of all copyrightable aspects and components thereof. All specifications and information pertaining to the Court Data Services Databases and their structure, sequence and organization, including without limitation data schemas such as the Court XML Schema, are trade secret information of Court and its licensors.

c. Marks. Subscriber shall neither have nor claim any right, title, or interest in or use of any trademark used in connection with Authorized Court Data Services, including but not limited to the marks "MNCIS" and "Odyssey."

d. Restrictions on Duplication, Disclosure, and Use. Trade secret information of Court and its licensors will be treated by Subscriber in the same manner as Court Confidential Information. In addition, Subscriber will not copy any part of the Court Data Services Programs or Court Data Services Databases, or reverse engineer or otherwise attempt to discern the source code of the Court Data Services Programs or Court Data Services Databases, or use any trademark of Court or its licensors, in any way or for any purpose not specifically and expressly authorized by this Subscriber Amendment. As used herein, "trade secret information of Court and its licensors" means any information possessed by Court which derives independent economic value from not being generally known to, and not being readily ascertainable by proper means by, other persons who can obtain economic value from its disclosure or use. "Trade secret information of Court and its licensors" does not, however, include information which was known to Subscriber prior to Subscriber's receipt thereof, either directly or indirectly, from Court or its licensors, information which is independently developed by Subscriber without reference to or use of information received from Court or its licensors, or information which would not qualify as a trade secret under Minnesota law. It will not be a violation of this section 7, sub-section d, for Subscriber to make up to one copy of training materials and configuration documentation, if any, for each individual authorized to access, use, or configure Authorized Court Data Services, solely for its own use in connection with this Subscriber Amendment. Subscriber will take all steps reasonably necessary to protect the copyright, trade secret, and trademark rights of Court and its licensors and Subscriber will advise its bona fide personnel who are permitted access to any of the Court Data Services Programs and Court Data Services Databases, and trade secret information of Court and its licensors, of the restrictions upon duplication, disclosure and use contained in this Subscriber Amendment.

e. Proprietary Notices. Subscriber will not remove any copyright or proprietary notices included in and/or on the Court Data Services Programs or Court Data Services Databases, related documentation, or trade secret information of Court and its licensors, or any part thereof, made available by Court directly or through the BCA, if any, and Subscriber will include in and/or on any copy of the Court Data Services Programs or Court Data Services Databases, or trade secret information of Court and its licensors and any documents pertaining thereto, the same copyright and other proprietary notices as appear on the copies made available to Subscriber by Court directly or through the BCA, except that copyright notices shall be updated and other proprietary notices added as may be appropriate.

f. Title; Return. The Court Data Services Programs and Court Data Services Databases, and related documentation, including but not limited to training and configuration material, if any, and logon account information and passwords, if any, made available by the Court to Subscriber directly or through the BCA and all copies, including partial copies, thereof are and remain the property of the respective licensor. Except as expressly provided in section 12.b., within ten days of the effective date of termination of this Subscriber Amendment or the CJDN Subscriber Agreement or within ten days of a request for termination of Authorized Court Data Service as described in section 4, Subscriber shall either: (i) uninstall and return any and all copies of the applicable Court Data Services Programs and Court Data Services Databases, and related documentation, including but not limited to training and configuration materials, if any, and logon account information, if any; or (2) destroy the same and certify in writing to the Court that the same have been destroyed.

8. INJUNCTIVE RELIEF. Subscriber acknowledges that the Court, Court's licensors, and DCA will be irreparably harmed if Subscriber's obligations under this Subscriber Amendment are not specifically enforced and that the Court, Court's licensors, and DCA would not have an adequate remedy at law in the event of an actual or threatened violation by Subscriber of its obligations. Therefore, Subscriber agrees that the Court, Court's licensors, and DCA shall be entitled to an injunction or any appropriate decree of specific performance for any actual or threatened violations or breaches by Subscriber or its bona fide personnel without the necessity of the Court, Court's licensors, or DCA showing actual damages or that monetary damages would not afford an adequate remedy. Unless Subscriber is an office, officer, agency, department, division, or bureau of the state of Minnesota, Subscriber shall be liable to the Court, Court's licensors, and DCA for reasonable attorneys fees incurred by the Court, Court's licensors, and DCA in obtaining any relief pursuant to this Subscriber Amendment.

9. LIABILITY. Subscriber and the Court agree that, except as otherwise expressly provided herein, each party will be responsible for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of any others and the results thereof. Liability shall be governed by applicable law. Without limiting the foregoing, liability of the Court and any Subscriber that is an office, officer, agency, department, division, or bureau of the state of Minnesota shall be governed by the provisions of the Minnesota Tort Claims Act, Minnesota Statutes, section 3.376, and other applicable law. Without limiting the foregoing, if Subscriber is a political subdivision of the state of Minnesota, liability of the Subscriber shall be governed by the provisions of Minn. Stat. Ch. 466 (Tort Liability, Political Subdivisions) or other applicable law. Subscriber and Court further acknowledge that the liability, if any, of the BCA is governed by a separate agreement between the Court and the BCA dated December 13, 2010 with DPS-M -0958.

10. AVAILABILITY. Specific terms of availability shall be established by the Court and communicated to Subscriber by the Court and/or the BCA. The Court reserves the right to terminate this Subscriber Amendment immediately and/or temporarily suspend Subscriber's Authorized Court Data Services in the event the capacity of any host computer system or legislative appropriation of funds is determined solely by the Court to be insufficient to meet the computer needs of the courts served by the host computer system.

11. [reserved]

12. ADDITIONAL USER OBLIGATIONS. The obligations of the Subscriber set forth in this section are in addition to the other obligations of the Subscriber set forth elsewhere in this Subscriber Amendment.

a. Judicial Policy Statement. Subscriber agrees to comply with all policies identified in Policies & Notices applicable to Court Records accessed by Subscriber using Authorized Court Data Services. Upon failure of the Subscriber to comply with such policies, the Court shall have the option of immediately suspending the Subscriber's Authorized Court Data Services on a temporary basis and/or immediately terminating this Subscriber Amendment.

b. Access and Use; Log. Subscriber shall be responsible for all access to and use of Authorized Court Data Services and Court Records by Subscriber's bona fide personnel or by means of Subscriber's equipment or passwords, whether or not Subscriber has knowledge of or authorizes such access and use. Subscriber shall also maintain a log identifying all persons to whom Subscriber has disclosed its Court Confidential Security and Activation Information, such as user ID(s) and password(s), including the date of such disclosure. Subscriber shall maintain such logs for a minimum period of six years from the date of disclosure, and shall provide the Court with access to, and copies of, such logs upon request. The Court may conduct audits of Subscriber's logs and use of Authorized Court Data Services and Court Records from time to time. Upon Subscriber's failure to maintain such logs, to maintain accurate logs, or to promptly provide access by the Court to such logs, the Court may terminate this Subscriber Amendment without prior notice to Subscriber.

c. Personnel. Subscriber agrees to investigate, at the request of the Court and/or the BCA, allegations of misconduct pertaining to Subscriber's bona fide personnel having access to or use of Authorized Court Data Services, Court Confidential Information, or trade secret information of the Court and its licensors where such persons are alleged to have violated the provisions of this Subscriber Amendment, Policies & Notices, Judicial Branch policies, or other security requirements or laws regulating access to the Court Records.

d. Minnesota Data Practices Act Applicability. If Subscriber is a Minnesota Government entity that is subject to the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, Subscriber acknowledges and agrees that: (1) the Court is not subject to Minn. Stat. Ch. 13 (see section 13.90) but is subject to the Rules of Public Access and other rules promulgated by the Minnesota Supreme Court; (2) Minn. Stat. section 13.03, subdivision 4(e) requires that Subscriber comply with the Rules of Public Access and other rules promulgated by the Minnesota Supreme Court for access to Court Records provided via the

BCA systems and tools under this Subscriber Amendment; (3) the use of and access to Court Records may be restricted by rules promulgated by the Minnesota Supreme Court, applicable state statute or federal law; and (4) these applicable restrictions must be followed in the appropriate circumstances.

13. FEES; INVOICES. Unless the Subscriber is an office, officer, department, division, agency, or bureau of the state of Minnesota, Subscriber shall pay the fees, if any, set forth in applicable Policies & Notices, together with applicable sales, use or other taxes. Applicable monthly fees commence ten (10) days after notice of approval of the request pursuant to section 3 of this Subscriber Amendment or upon the initial Subscriber transaction as defined in the Policies & Notices, whichever occurs earlier. When fees apply, the Court shall invoice Subscriber on a monthly basis for charges incurred in the preceding month and applicable taxes, if any, and payment of all amounts shall be due upon receipt of invoice. If all amounts are not paid within 30 days of the date of the invoice, the Court may immediately cancel this Subscriber Amendment without notice to Subscriber and pursue all available legal remedies. Subscriber certifies that funds have been appropriated for the payment of charges under this Subscriber Amendment for the current fiscal year, if applicable.

14. MODIFICATION OF FEES. Court may modify the fees by amending the Policies & Notices as provided herein, and the modified fees shall be effective on the date specified in the Policies & Notices, which shall not be less than thirty days from the publication of the Policies & Notices. Subscriber shall have the option of accepting such changes or terminating this Subscriber Amendment as provided in section 1 hereof.

15. WARRANTY DISCLAIMERS.

a. WARRANTY EXCLUSIONS. EXCEPT AS SPECIFICALLY AND EXPRESSLY PROVIDED HEREIN, COURT, COURT'S LICENSORS, AND DCA MAKE NO REPRESENTATIONS OR WARRANTIES OF ANY KIND, INCLUDING BUT NOT LIMITED TO THE WARRANTIES OF FITNESS FOR A PARTICULAR PURPOSE OR MERCHANTABILITY, NOR ARE ANY WARRANTIES TO BE IMPLIED, WITH RESPECT TO THE INFORMATION, SERVICES OR COMPUTER PROGRAMS MADE AVAILABLE UNDER THIS AGREEMENT.

b. ACCURACY AND COMPLETENESS OF INFORMATION. WITHOUT LIMITING THE GENERALITY OF THE PRECEDING PARAGRAPH, COURT, COURT'S LICENSORS, AND DCA MAKE NO WARRANTIES AS TO THE ACCURACY OR COMPLETENESS OF THE INFORMATION CONTAINED IN THE COURT RECORDS.

16. RELATIONSHIP OF THE PARTIES. Subscriber is an independent contractor and shall not be deemed for any purpose to be an employee, partner, agent or franchisee of the Court, Court's licensors, or DCA. Neither Subscriber nor the Court, Court's licensors, or DCA shall have the right nor the authority to assume, create or incur any liability or obligation of any kind, express or implied, against or in the name of or on behalf of the other.

17. NOTICE. Except as provided in section 2 regarding notices of or modifications to Authorized Court Data Services and Policies & Notices, any notice to Court or Subscriber

hereunder shall be deemed to have been received when personally delivered in writing or seventy-two (72) hours after it has been deposited in the United States mail, first class, proper postage prepaid, addressed to the party to whom it is intended at the address set forth on page one of this Agreement or at such other address of which notice has been given in accordance herewith.

18. NON-WAIVER. The failure by any party at any time to enforce any of the provisions of this Subscriber Amendment or any right or remedy available hereunder or at law or in equity, or to exercise any option herein provided, shall not constitute a waiver of such provision, remedy or option or in any way affect the validity of this Subscriber Amendment. The waiver of any default by either Party shall not be deemed a continuing waiver, but shall apply solely to the instance to which such waiver is directed.

19. FORCE MAJEURE. Neither Subscriber nor Court shall be responsible for failure or delay in the performance of their respective obligations hereunder caused by acts beyond their reasonable control.

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

21. ASSIGNMENT AND BINDING EFFECT. Except as otherwise expressly permitted herein, neither Subscriber nor Court may assign, delegate and/or otherwise transfer this Subscriber Amendment or any of its rights or obligations hereunder without the prior written consent of the other. This Subscriber Amendment shall be binding upon and inure to the benefit of the Parties hereto and their respective successors and assigns, including any other legal entity into, by or with which Subscriber may be merged, acquired or consolidated.

22. GOVERNING LAW. This Subscriber Amendment shall in all respects be governed by and interpreted, construed and enforced in accordance with the laws of the United States and of the State of Minnesota.

23. VENUE AND JURISDICTION. Any action arising out of or relating to this Subscriber Amendment, its performance, enforcement or breach will be venued in a state or federal court situated within the State of Minnesota. Subscriber hereby irrevocably consents and submits itself to the personal jurisdiction of said courts for that purpose.

24. INTEGRATION. This Subscriber Amendment contains all negotiations and agreements between the parties. No other understanding regarding this Subscriber Amendment, whether written or oral, may be used to bind either party, provided that all terms and conditions of the CJDN Subscriber Agreement and all previous amendments remain in full force and effect except as supplemented or modified by this Subscriber Amendment.

IN WITNESS WHEREOF, the Parties have, by their duly authorized officers, executed this Subscriber Amendment in duplicate, intending to be bound thereby.

1. SUBSCRIBER (AGENCY)

Subscriber must attach written verification of authority to sign on behalf of and bind the entity, such as an opinion of counsel or resolution.

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with delegated authority)

Date: _____

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with delegated authority)

Date: _____

**2. DEPARTMENT OF PUBLIC SAFETY,
BUREAU OF CRIMINAL APPREHENSION**

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with delegated authority)

Date: _____

3. COMMISSIONER OF ADMINISTRATION
delegated to Materials Management Division

By: _____

Date: _____

4. COURTS

Authority granted to Bureau of Criminal Apprehension

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with authorized authority)

Date: _____

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 15th day of September 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 15th day of September 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

DATE: September 15, 2020

TO: Polk County Board of Commissioners

FROM: Karen Warmack, Director

AGENDA ITEM: One Office Support Specialist Replacement Request

SUMMARY: Replacement of an Office Support Specialist position based in the Crookston Office.

ACTION REQUESTED: (MOTION)

Board approval to refill one Office Support Specialist position, 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

TO: POLK COUNTY BOARD OF COMMISSIONERS

FROM: CHUCK WHITING, POLK COUNTY ADMINISTRATOR

MEETING DATE: September 15, 2020

AGENDA ITEM: Approval of Claim – Lindemer Settlement

SUMMARY: A dispute regarding a former County employee has been settled by MCIT, requiring Board approval.

1. The settlement is for \$150,000, of which MCIT will pay \$80,000 and Polk County \$70,000. The way the settlement is structured, Polk County will pay the claimant \$87,062.27 as a payroll amount. MCIT has paid Polk County \$17,062.27 to that amount, and will pay the claimant's counsel \$67,937.73, to net their amount and the County's amount.
2. The memo from Margaret Skelton is the statement addressing the settlement. No additional comments or statements will be coming from Polk County.
3. Board action is to approve the settlement agreement with the amount to be processed by County payroll.

ACTION REQUESTED: Motion and action approving the settlement agreement as presented.

MEMORANDUM

TO: Polk County Board of Commissioners

FROM: Margaret A. Skelton

DATE: September 9, 2020

SUBJECT: Lindemer v. Polk County, et al.
File No. 1070-1174

Attached is the Settlement Agreement and Release of All Claims. No party, including Polk County, has admitted any wrongdoing or liability as a result of this settlement and there has not been any court finding as to the merits of the lawsuit. The settlement was reached in order to avoid the expense, burden and uncertainty associated with litigation and in order to resolve the litigation completely.

Over 30 Years of Service

SETTLEMENT AGREEMENT AND RELEASE OF ALL CLAIMS

This Settlement Agreement and Release of All Claims ("Agreement") is hereby entered into by and between Plaintiff Danielle Lindemer ("Lindemer") and Defendant Polk County ("County"). The County and Lindemer are collectively referred to herein as the "Parties" or individually as a "Party."

WHEREAS, Lindemer was employed as a social worker at the County beginning January 4, 2016 and ending May 12, 2017;

WHEREAS, Lindemer commenced litigation against the County captioned as: *Danielle Y. Lindemer v. Polk County and Polk County Social Services*, 18-CV-3008-PJS-LIB (United States District Court District of Minnesota) (also referred to as "Claim"), asserting certain claims against the County;

WHEREAS, the County denies any wrongdoing or liability with respect to the claims asserted by Lindemer; and

WHEREAS, the Parties wish to avoid the cost of future litigation and have reached an Agreement that constitutes a full and final settlement of all possible or potential claims by Lindemer against the County relating to Lindemer's employment;

NOW THEREFORE, in consideration of the foregoing, the mutual promises and covenants contained in this Agreement, including the relinquishment of certain legal rights, and other good and valuable consideration, the sufficiency and receipt of which are hereby acknowledged, the Parties hereby agree as follows:

1. *Payment.* In settlement of any and all claims against the County, known and unknown, asserted or unasserted, arising out of or relating in any way to any act or thing occurring prior to or concurrent with the date of the execution of this Agreement, the County and Minnesota Counties Intergovernmental Trust will pay a total amount of one hundred fifty thousand dollars (\$150,000.00) payable to: Danielle Lindemer in the amount of \$87,062.27 subject to all standard deductions and Kelly A. Jeanetta Law Firm, LLC in the amount of \$62,937.73 for attorney's fees and costs within 30 days of execution of this Agreement by all Parties.
2. *Responsibility for Costs.* Each Party shall be responsible for its own costs, expenses, and any attorney fees associated with this Agreement or the civil action captioned *Danielle Y. Lindemer v. Polk County and Polk County Social Services*, 18-CV-3008-PJS-LIB (United States District Court District of Minnesota).
3. *Taxable Consequences.* Lindemer agrees that neither the County nor any of its agents, employees, or representatives have made any promises or representations

regarding the taxable nature or consequences of payment made pursuant to this Agreement.

4. *Retroactive Resignation.* By execution of this Agreement, Lindemer resigns from her employment with the County effective May 12, 2017 and the County accepts the retroactive resignation from Lindemer effective May 12, 2017.

5. *Minnesota Merit System.* The County agrees to provide the Minnesota Merit system with the necessary information to update their records to reflect that Plaintiff resigned effective May 12, 2017. The County will provide verification that this has been completed within 30 days of execution of this Agreement by all Parties.

6. *Release of All Claims.* Lindemer hereby fully releases, acquits, and forever discharges County, its current and former Commissioners, employees, agents, representatives, insurers, attorneys, and other affiliates from any and all liability for any and all damages, actions, or claims—regardless of whether they are known or unknown, direct or indirect, asserted or unasserted—that arise out of or relate to any action, decision, event, fact, or circumstance occurring before Lindemer executes this Agreement.

(a) Lindemer understands and agrees that by signing this Agreement she is waiving and releasing any and all claims, complaints, causes of action, and demands of any kind that she may have based on any federal or state law including, but not limited to, the Minnesota Human Rights Act (Minn. Stat. §§ 363.01, *et. seq.*), Title VII of the Civil Rights Act, the Family Medical Leave Act, the Veteran's Preference Act, Uniformed Services Employment and Reemployment Act, the Minnesota Whistleblower's Act, wrongful termination, breach of contract, negligence, intentional or negligent infliction of emotional distress, any claims for wages or benefits and all other causes of action.

(b) Lindemer understands and agrees that this release of all claims specifically includes, but is not limited to, any and all claims for violation of state or federal statute and claims based on any other law or theory, whether developed or undeveloped, arising out of or related to her employment with County, her termination from the County, or any decisions, practices, or actions taken by the County or its current and former Commissioners, employees, agents, representatives, insurers, attorneys, or other affiliates.

(c) Lindemer agrees that she will dismiss, with prejudice, the lawsuit captioned *Danielle Y. Lindemer v. Polk County and Polk County Social Services*, 18-CV-3008-PJS-LIB currently pending in the United States District Court District of Minnesota as part of this Agreement.

7. *No Admission of Liability.* Lindemer expressly understands and agrees that the amount paid as recited herein is in compromise of a disputed claim, and that it is not to be

construed as an admission of liability by or on behalf of the County or its current and former Commissioners, employees, agents, representatives, insurers, attorneys, or other affiliates at any time, or any other person identified in interest herewith, by whom liability is expressly denied.

8. *Healthcare Expenses.* Lindemer warrants and agree that all charges, expenses, or bills related to medical, psychological, pharmaceutical, or other healthcare items, services, or expenses arising out of the events underlying the Claim have been paid or, in the event that all expenses have not been paid, that Lindemer agrees and acknowledges that the County has no responsibility for payment of any outstanding and future medical, psychological, or other healthcare services or expenses arising from or relating to the events underlying the Claim or forming the basis for the Claim. Further, as it regards any psychological, medical, or healthcare expense incurred by or on behalf of Lindemer as a result of the events underlying the Claim which was paid or may be paid by an insurer, person, government agency or program, or other entity, for which subrogation, lien, or other right may be claimed against the County, Lindemer agrees to completely satisfy any request for reimbursement or otherwise be solely responsible for any payment or request for reimbursement for such psychological, medical, or health care expense.

9. *Governing Law and Forum.* This Settlement Agreement will be construed and enforced in accordance with the laws of the State of Minnesota, without regard to the laws of conflicts and regardless of any change in Lindemer's residency or domicile. The parties agree that any action to enforce the terms of this Agreement shall be brought in a State or federal court of competent jurisdiction in Minnesota.

10. *Severability.* If any provision of this Settlement Agreement shall be determined by a court to be invalid, illegal, or unenforceable in any respect, the validity, legality, and enforceability of the remaining provisions contained in this Agreement will not in any way be affected or impaired.

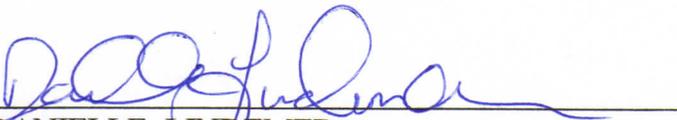
11. *Representation of Comprehension of Document.* In entering into this Agreement, Lindemer represents that she has relied upon the advice of her attorney, who is the attorney of her choice, concerning the legal and income tax consequences of this Agreement; that the terms of this Agreement have been completely and satisfactorily read and explained to Lindemer by her attorney; and that the terms of this Agreement are fully understood and voluntarily accepted by Lindemer.

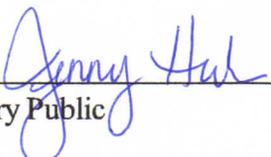
12. *Warranty of Capacity to Execute Agreement.* Lindemer represents and warrants that she has the authority to execute this Settlement Agreement. Lindemer represents and warrants that no other party, person or entity has, or has had, any interest in the claims, demands, obligations, or causes of action referred to in this Agreement, except as otherwise set forth herein; that she has the sole right and exclusive authority to execute this Agreement and receive the sums specified in it; and that she has not sold, assigned,

transferred, conveyed or otherwise disposed of any claims, demands, obligations or causes of action referred to in this Agreement.

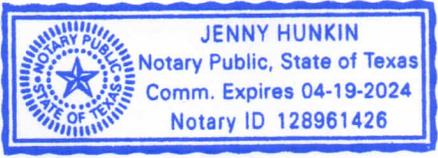
13. *Complete Agreement.* It is expressly understood and agreed by Lindemer that this Agreement contains the entire agreement between Lindemer and the County with regard to the matters set forth in it and shall be binding upon and inure to the benefit of the executors, administrators, personal representatives, heirs, successors and assigns of each. This Agreement is executed without any reliance upon any statement or representation by the County, its representatives or agents, concerning the nature and extent of damages allegedly sustained by Lindemer, or the legal liability for any alleged damages.

IN WITNESS WHEREOF, THE PARTIES ACKNOWLEDGE THAT THEY HAVE READ THIS SETTLEMENT AGREEMENT AND, BY SIGNING, HEREBY AFFIRM THAT THEY FULLY UNDERSTAND ITS TERMS AND APPLICATIONS, AND VOLUNTARILY INTEND TO BE BOUND BY THE SAME.

Dated: 9/2/2020 _____

DANIELLE LINDEMER

Subscribed and sworn to before me
on 9-2-2020


Notary Public



POLK COUNTY

Dated: _____ By: _____
Title: _____

Dated: _____ By: _____
Title: _____

RRM: #379115

Polk County Partnerships	Contact	Address	City	State	Zip	Alotted Up To
Tri-County Community Corrections	Andrew Larson	816 Marin Avenue	Crookston	MN	56716	\$ 100,000.00
East Polk Soil & Water Conservation District	Rachel Klein	PO Box 57 - 240 Cleveland Avenue	McIntosh	MN	56556	\$ 10,000.00
West Polk Soil & Water Conservation District	Nicole Bernd	528 Strander Avenue	Crookston	MN	56716	\$ 10,000.00
NW MN Multi County Housing & Revelopment Auth.	Charity Brault	205 Garfield Avenue	Mentor	MN	56736	\$ 140,000.00
Polk County DAC	Jo Bittner	515 5th Avenue South	Crookston	MN	56716	\$ 100,000.00
East Polk County DAC	Holly Lenex	326 N. Mark Avenue	Fosston	MN	56542	\$ 25,000.00
ODC	Mari Chambers/Stacy McCollum	1520 Highway 32 South	Thief River Falls	MN	56791	\$ 25,000.00
Independence Plus	Mickey Kyler	27885 170th Avenue South	Crookston	MN	56716	\$ 20,000.00
Home at Heart	Troy McQuown	PO Box 183 - 221 3rd Avenue SW	Clearbrook	MN	56634	\$ 20,000.00
						\$ 450,000.00

Small Business Relief	Contact	Address	City	State	Zip	Alotted Up To
City of Crookston	Angel Weasner	City Hall - 124 N. Broadway	Crookston	MN	56716	\$ 250,000.00
City of East Grand Forks	David Murphy, Karla Anderson, Paul Gorte	600 DeMers Avenue	East Grand Forks	MN	56721	\$ 250,000.00
City of Fosston	Cassie Heide	220 1st Street East	Fosston	MN	56542	\$ 150,000.00
Rest of County's Cities and Townships						\$ 125,000.00
						\$ 775,000.00

Grand Total **\$ 2,000,000.00**



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: 9/15/2020

AGENDA ITEM: “Juvenile Detention Center Roof Replacement Bid Award”

SUMMARY: To Approve Pierce Lee Roofing, LLC, Recommended by The Tri-County Board

- 1) Please review the bid tabulation.
- 2) Base Bid “A” is an adhered roof design, Base Bid “B” is a ballasted roof design.
- 3) Pierce Lee Roofing, LLC is the contractor recommended by the Tri-County Board.
- 4) Base Bid “A” is the bid recommended by the Tri-County Board.

ACTION REQUESTED: (INFORMATION ONLY/MOTION/RESOLUTION)

Please make the motion, to accept the bid recommendation offered by the Tri-County board with the understanding funding for this work will be provided by Tri-County.

An Equal Opportunity Employer



BID TABULATION

Polk County Juvenile Center Reroof

ARI Project # 20-056

Bid Date & Time: August 19, 2020

Contractor	Base Bid A	Base Bid B	Completion Time	Agenda Acknowledged	Bid Security	Responsible Contractor Statement
Pierce Lee Roofing , LLC	\$142,400.00	\$118,200.00	30 days		5%	
M.J. Dalson Co. of N.D., Inc	\$217,958.00	\$186,931.00	35 days		5%	
Green Valley Roofing	\$164,700.00	\$137,200.00	5/31/2021		5%	
Granite City Roofing, Inc.	\$193,700.00	\$157,800.00	90 days		5%	
Diverse Construction Services LLC	\$151,000.00	\$129,000.00	30 days		5% - not to exceed \$12,000	
Herzog Roofing, Inc.	\$191,000.00	\$163,000.00	270 days		5%	
Tecta America Dakotas LLC	\$315,460.00	\$236,120.00	365 days		5%	

ARCHITECTURAL RESOURCES INC

704 East Howard Street | Hibbing, MN 55746
Tel: 218.263.6868 | Fax: 218.722.6803

126 East Superior Street | Duluth, MN 55802
Tel: 218.727.8481 | Fax: 218.727.8483

www.arimn.com



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: 09-15-2020

AGENDA ITEM: County Wide Patching

SUMMARY:

1. Received quotes to fix a couple spots County Wide.
2. Abstract to be provided at meeting

ACTION REQUESTED: (INFORMATION ONLY/MOTION/RESOLUTION)

- A. A motion was made by _____ seconded by _____ to award the County Wide patching to ??? in the amount of \$????? Per ton.



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: 09-15-2020

AGENDA ITEM: County Ditch 56 Maintenance Request

SUMMARY:

1. MNDOT is doing a construction project on TH 2 between Fisher, MN and East Grand Forks, MN.
2. They need to replace 48” CSP under TH 2 with a 48” RCP

ACTION REQUESTED:

Motion by _____ Seconded by _____ to approve the work in CD 56 and name Richard Sanders as engineer over the project.

POLK COUNTY DRAINAGE SYSTEM -- REQUEST FOR MAINTENANCE FORM

Polk County Ag & Drainage Department
 820 Old Highway 75 South - Crookston, MN 56716
 Phone (218) 281-3952 Fax (218) 281-3976

Request Date: _____

Drainage System No.: _____

Township Name: _____

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: _____

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.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

Reviewed by

County Highway Department _____
Engineer

Approved

County Board _____
District Commissioner

Approved

Ditch Authority _____
Chairperson

Approved

HY-8 Culvert Analysis Report

Project Notes

Project Title: 6001-61 TH2 EGF to Fisher

Designer: akordiak

Project Date: Wednesday, August 26, 2020

Notes:

Rainfall Data

2 Yr = 2.34 in/24hr

10 Yr = 3.56 in/24hr

50 Yr = 5.24 in/24hr

100 Yr = 6.09 in/24hr

Entrance Culverts Design = 10 Yr Event

Centerline Culverts Design = 50 Yr Event

Crossing Discharge Data RP 9.992 CL (442+08)

Discharge Selection Method: Specify Minimum, Design, and Maximum Flow

Minimum Flow: 20.4 cfs

Design Flow: **36.24 cfs**

Maximum Flow: 44.6 cfs

Hydrologic Data					
Input			Output		
Drainage Area (acres)	269.4	Drainage Area (mi ²)	0.4209375	C1	2.5287
Watershed Length (feet)	8300	Ia	0.41	C2	-0.6729
Watershed Slope (%)	0.04	Ia/P	0.100	C3	-0.1275
CN	83	S	2.048	qu (MSE 3)	25.38
Design Frequency (year) [based on culvert type]	50	Q (Direct Runoff (in))	3.392		
P (24 hr rainfall) (inches) [Atlas 14 website]	5.24	Time of Concentration (hours)	21.6	Peak Discharge (cfs)	36.24

Table 15 - Summary of Culvert Flows at Crossing: RP 9.992 CL (442+08)

Headwater Elevation (ft)	Total Discharge (cfs)	Proposed 48in RCP Discharge (cfs)	Roadway Discharge (cfs)	Iterations
836.39	20.40	20.40	0.00	1
836.52	22.82	22.82	0.00	1
836.64	25.24	25.24	0.00	1
836.76	27.66	27.66	0.00	1
836.88	30.08	30.08	0.00	1
836.99	32.50	32.50	0.00	1
837.10	34.92	34.92	0.00	1
837.16	36.24	36.24	0.00	1
837.32	39.76	39.76	0.00	1
837.42	42.18	42.18	0.00	1
837.52	44.60	44.60	0.00	1
842.50	141.46	141.46	0.00	Overtopping

Table 16 - Culvert Summary Table: Proposed 48in RCP

Total Discharge (cfs)	Culvert Discharge (cfs)	Headwater Elevation (ft)	Inlet Control Depth (ft)	Outlet Control Depth (ft)	Flow Type	Normal Depth (ft)	Critical Depth (ft)	Outlet Depth (ft)	Tailwater Depth (ft)	Outlet Velocity (ft/s)	Tailwater Velocity (ft/s)
20.40	20.40	836.39	1.832	2.036	3-M1t	1.380	1.326	1.785	1.785	3.760	0.856
22.82	22.82	836.52	1.946	2.167	3-M1t	1.466	1.406	1.891	1.891	3.903	0.883
25.24	25.24	836.64	2.065	2.292	3-M1t	1.549	1.479	1.990	1.990	4.042	0.908
27.66	27.66	836.76	2.189	2.413	3-M1t	1.628	1.553	2.084	2.084	4.178	0.931
30.08	30.08	836.88	2.308	2.530	3-M1t	1.706	1.624	2.174	2.174	4.310	0.953
32.50	32.50	836.99	2.423	2.643	3-M1t	1.783	1.690	2.260	2.260	4.439	0.973
34.92	34.92	837.10	2.534	2.754	3-M1t	1.858	1.757	2.342	2.342	4.567	0.992
36.24	36.24	837.16	2.592	2.814	3-M1t	1.898	1.792	2.386	2.386	4.636	1.002
39.76	39.76	837.32	2.744	2.968	3-M1t	2.005	1.882	2.498	2.498	4.817	1.027
42.18	42.18	837.42	2.845	3.073	3-M1t	2.077	1.941	2.571	2.571	4.941	1.044
44.60	44.60	837.52	2.944	3.175	3-M1t	2.149	1.998	2.643	2.643	5.063	1.060

Straight Culvert

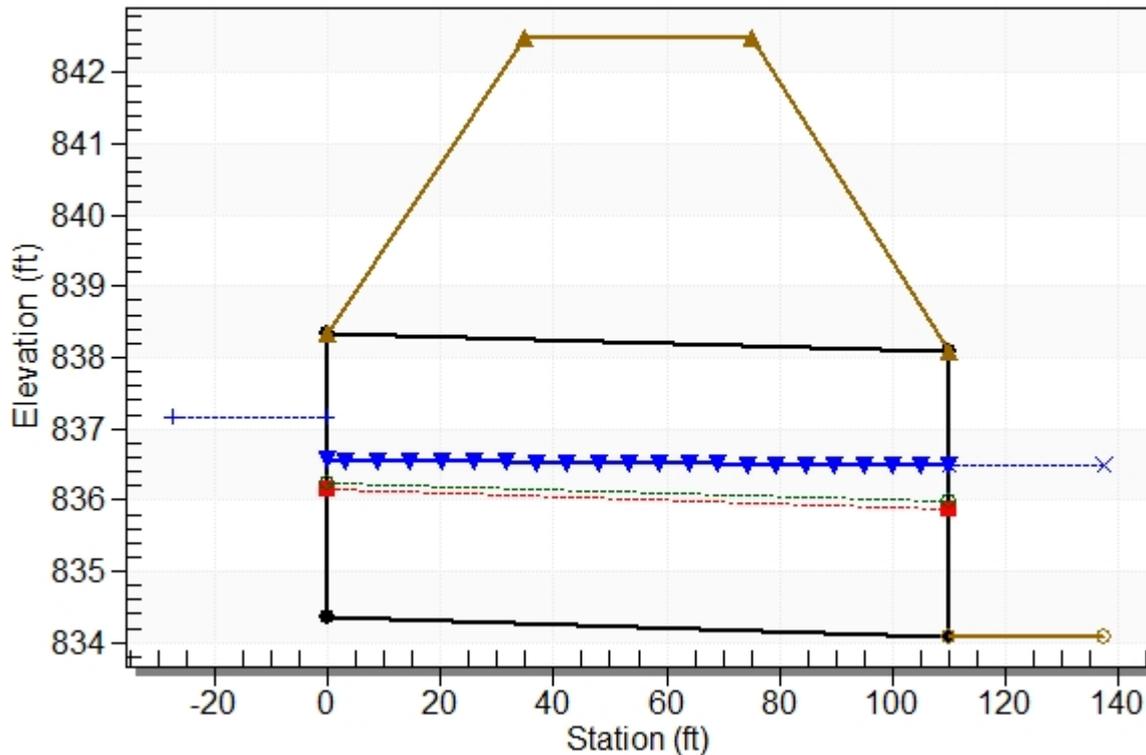
Inlet Elevation (invert): 834.35 ft, Outlet Elevation (invert): 834.09 ft

Culvert Length: 110.00 ft, Culvert Slope: 0.0024

Water Surface Profile Plot for Culvert: Proposed 48in RCP

Crossing - RP 9.992 CL (442+08), Design Discharge - 36.2 cfs

Culvert - Proposed 48in RCP, Culvert Discharge - 36.2 cfs



Site Data - Proposed 48in RCP

Site Data Option: Culvert Invert Data

Inlet Station: 0.00 ft

Inlet Elevation: 834.35 ft

Outlet Station: 110.00 ft

Outlet Elevation: 834.09 ft

Number of Barrels: 1

Culvert Data Summary - Proposed 48in RCP

Barrel Shape: Circular

Barrel Diameter: 4.00 ft

Barrel Material: Concrete

Embedment: 0.00 in

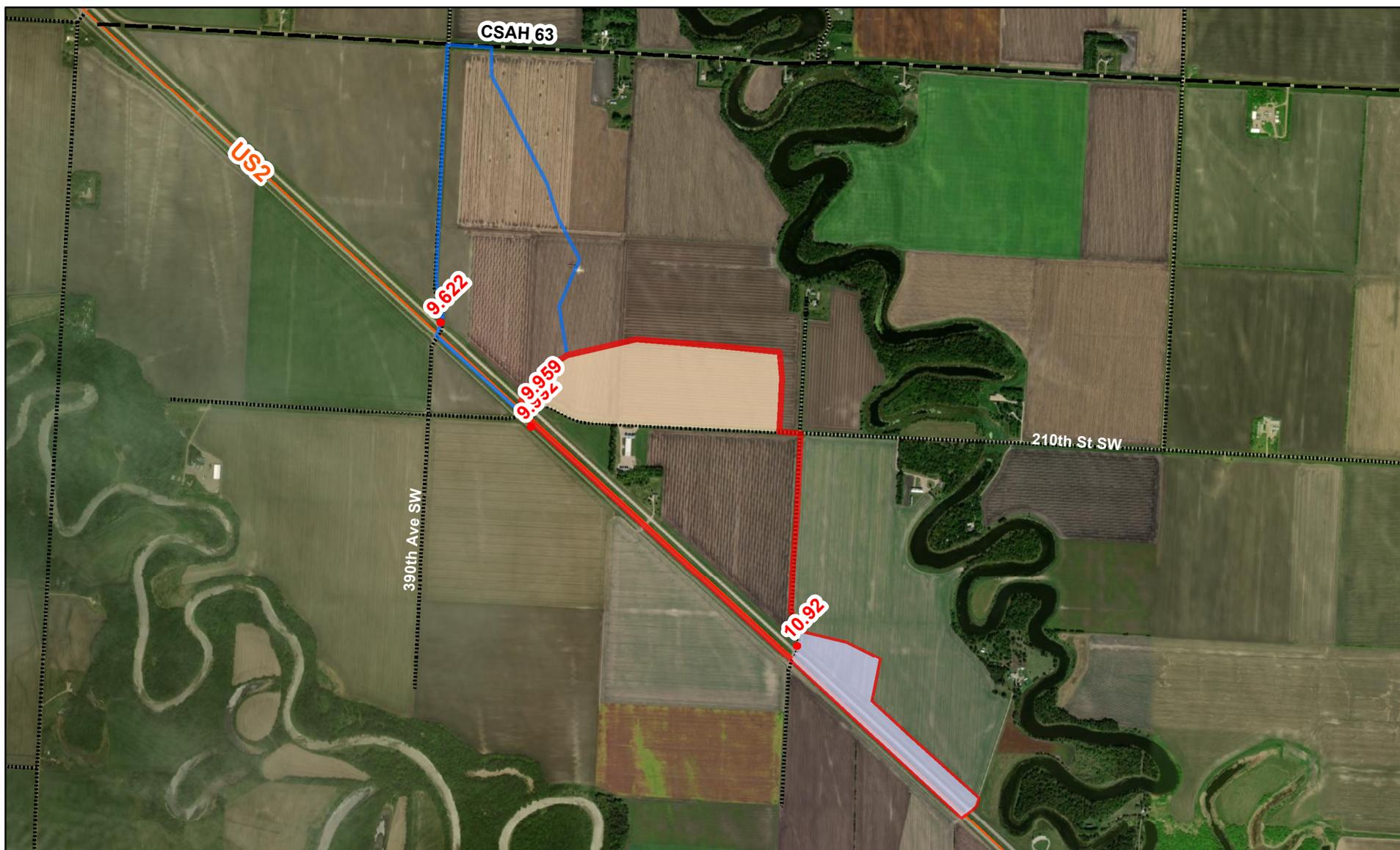
Barrel Manning's n: 0.0120

Culvert Type: Straight

Inlet Configuration: Square Edge with Headwall

Inlet Depression: None

TH 2 SP 6001-61 Project Culvert Drainage Areas



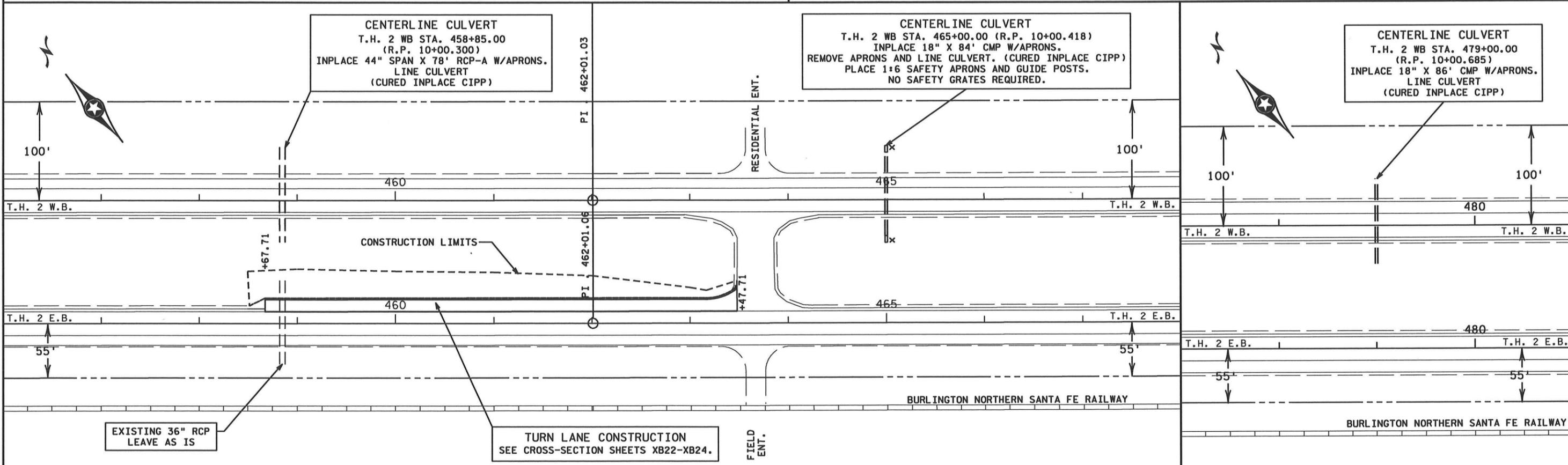
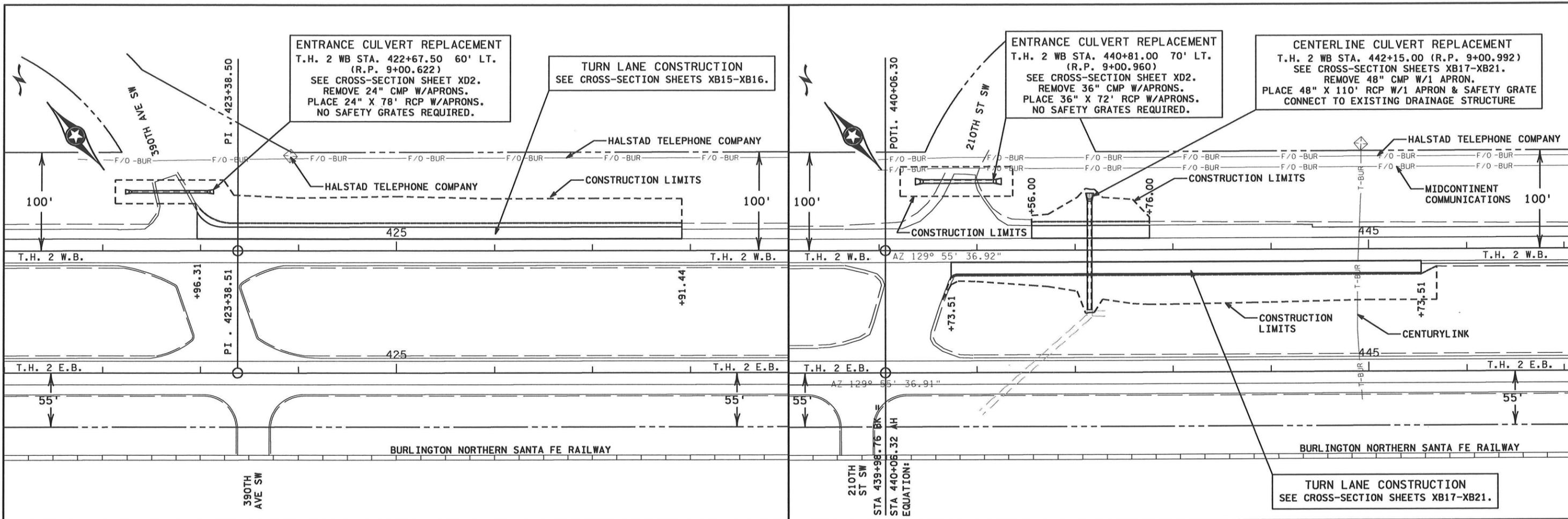
- Legend**
- | | |
|---|---|
|  Project Culverts | Name |
|  CSAH |  9.622 Lt |
|  Township Rds |  9.959 Lt |
|  County Rds |  9.992 CL |
|  D2 Highway |  10.920 Lt |

1 inch = 2,000 feet



PLOTTED/REVISED: \$\$\$@DATE\$\$\$

DISTRICT #: \$@DISTRICT\$
PLOT NAME: \$@PLOTNAME\$\$\$
PATH & FILENAME: \$\$\$@FILENAME\$\$\$



I HEREBY CERTIFY THAT THIS PLAN SHEET WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

ENGINEER *Shawn Jensen* LIC. NO. 40966 DATE 0-00-20

PLAN SHEET DRAFT - 60% PLANS

STATE PROJ. NO. 6001-61 (TH 2) SHEET NO. 26 OF SHEETS

DARCY
9/8/20 3:37PM
Landfill Fund

*** Polk County ***

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	68,493.99	General Revenue Fund
3	93,575.29	Public Works Fund
16	10,330.04	Public Safety Fund
18	4,354.45	Public Health Fund
40	12,853.20	Spec Assmnts (Ditch) Fund
48	20,172.09	Environmntal Services Fund
64	89,511.36	Resource Recovery Fund
65	10,354.88	Landfill Fund
All Funds	309,645.30	Total

Approved by,
.....
.....

BOARD OF COMMISSIONERS

September 18,2020

PER DIEMS

Don Diedrich	GENERAL REVENUE - COMMISSIONER (1-001)	\$ 225.00	
	<i>Total</i>		\$ 225.00
Gerald Jacobson	GENERAL REVENUE - COMMISSIONER (1-001)	\$ 300.00	
	<i>Total</i>		\$ 300.00
Joan Lee	GENERAL REVENUE - COMMISSIONER (1-001)	\$ 600.00	
	<i>Total</i>		\$ 600.00
Warren Strandell	GENERAL REVENUE - COMMISSIONER (1-001)	\$ 225.00	
	<i>Total</i>		\$ 225.00
Gary Willhite	GENERAL REVENUE - COMMISSIONER (1-001)	\$ 525.00	
	<i>Total</i>		\$ 525.00
GRAND TOTAL PER DIEMS			\$ 1,875.00

MEAL REIMBURSMENTS

(w/o overnight lodging)

Mark Hudon	Sheriff Department	\$ 13.93
Jon Steiner	Environment Services	\$ 116.91
GRAND TOTAL MEALS		\$ 130.84

DARCY
9/8/20 3:37PM
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>	
4305 Acme Electric Companies					
64-390-000-0000-6301		2,222.80	Parts for JLG	16513 Machinery & Equip. Repairs	N
64-390-000-0000-6344		900.00	Rental of Boom Lift	16513 Rental Agreements	N
64-390-000-0000-6859		134.66	Sales Tax	16513 Sales Tax	N
4305 Acme Electric Companies		3,257.46	3 Transactions		
9787 AgWeek					
01-551-000-0000-6242		45.00	Annual Subscription	Subscriptions	N
9787 AgWeek		45.00	1 Transactions		
6153 Airgas USA, LLC					
03-330-000-0000-6303		183.30	Supplies	A#1139780 Other Repair, Maintenance & Operator	N
6153 Airgas USA, LLC		183.30	1 Transactions		
3324 Altru Health System					
18-482-000-0000-6285		420.00	Consult Dr. Dorman Sept2020- 52	800000865 Consulting	Y
18-483-464-0000-6272		400.00	Aug services E. Andrews- 17	5145 Services	Y
3324 Altru Health System		820.00	2 Transactions		
10146 Ameripride Linen & Apparel Serv					
65-392-000-0000-6412		249.10	Custodial Supplies- mats,mops,	561200 Custodial Supplies	N
65-392-000-0000-6425		215.40	Uniforms	561200 Clothing	N
65-392-000-0000-6859		33.10	Sales Tax	561200 Sales Tax	N
10146 Ameripride Linen & Apparel Serv		497.60	3 Transactions		
6050 Ameripride Linen & Apparel Service					
64-390-000-0000-6412		412.13	Custodial Supplies	350442600 Custodial Supplies	N
64-390-000-0000-6425		799.08	Uniforms	350442600 Clothing	N
64-390-000-0000-6859		86.25	Sales tax	350442600 Sales Tax	N
64-391-000-0000-6412		132.32	Custodial mats, mops, towels	350442601 Custodial Supplies	N
64-391-000-0000-6425		649.51	Uniforms	350442601 Clothing	N
64-391-000-0000-6859		53.98	Sales Tax	350442601 Sales Tax	N
6050 Ameripride Linen & Apparel Service		2,133.27	6 Transactions		
6504 Anders Valley Publishing, LLC					
01-061-000-0000-6241		105.80	Personnel Ads	8293,8248 Publishing - Advertising	N

DARCY
9/8/20 3:37PM
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>	
6504 Anders Valley Publishing, LLC		105.80	1 Transactions		
1666 Anderson/Laureen					
01- 121- 000- 0000- 6331		46.00	Mileage	Mileage	N
1666 Anderson/Laureen		46.00	1 Transactions		
548 Applied Concepts Inc					
16- 200- 000- 0000- 6608		125.00	Antenna	327264	Vehicles Purchased N
16- 200- 000- 0000- 6204		10.00	Shipping charges	371163	Freight Charges N
548 Applied Concepts Inc		135.00	2 Transactions		
5363 Architectural Resources Inc					
01- 111- 188- 1211- 6605		2,042.50	HSC EGF Reroof Project 08/31	Y16133- 27	Building Improvements N
01- 111- 188- 0000- 6605		648.75	PC Fire alarms 08/31/2020	Y20021- 2	Building Improvements N
01- 111- 188- 0000- 6272		1,087.50	Budget numbers Repairs Jail	Y20080- 1	Services N
5363 Architectural Resources Inc		3,778.75	3 Transactions		
2765 Auto Value - Crookston					
01- 520- 000- 0000- 6303		92.00	Supplies	C#7642600	Other Repair, Maintenance & Operator N
01- 521- 000- 0000- 6303		91.99	Supplies	C#7642600	Other Repair, Maintenance & Operator N
03- 330- 000- 0000- 6303		401.72	Supplies	C#7642600	Other Repair, Maintenance & Operator N
03- 330- 000- 0000- 6564		1,181.68	Parts	C#7642600	Machinery Parts N
2765 Auto Value - Crookston		1,767.39	4 Transactions		
4590 Auto Value Fosston					
64- 390- 000- 0000- 6301		267.46	Parts for Equipment	13002587	Machinery & Equip. Repairs N
64- 390- 000- 0000- 6426		99.99	Boiler Cleaning Tools	13002587	Boiler Cleaning Supplies N
4590 Auto Value Fosston		367.45	2 Transactions		
736 Batteries + Bulbs					
01- 111- 189- 0000- 6563		71.96	Hwy Emergency Light Batteries	P29955562	Tires, Tubes, Batteries & M.V. Parts N
736 Batteries + Bulbs		71.96	1 Transactions		
4313 Bemidji Welders Supply					
64- 390- 000- 0000- 6565		278.70	Welding Supplies	57200	Other Repair & Maintenance Supplies N
64- 390- 000- 0000- 6859		19.86	Sales Tax	57200	Sales Tax N

DARCY
9/8/20 3:37PM
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>
4313 Bemidji Welders Supply		298.56	2 Transactions		
5555 Berg/Kevin					
16-200-000-0000-6207		15.46	Meal Reimb Transport		Prisoner Conveyance - Meals N
16-200-000-0000-6207		13.65	Meal Reimb Transport		Prisoner Conveyance - Meals N
5555 Berg/Kevin		29.11	2 Transactions		
7940 Bert's Truck Equip Of Moorhead					
03-330-000-0000-6564		243.84	Parts	87767	Machinery Parts N
03-330-000-0000-6607		15,304.00	Equipment - Pickup	96397	Equipment N
7940 Bert's Truck Equip Of Moorhead		15,547.84	2 Transactions		
154 Bertils Gravel & Excavation Llc					
03-310-000-0000-6505		130.00	Crushed Concrete	6988	Aggregates,Sand,Patching Material Y
48-396-000-0000-6302		292.50	- Class 5 - Compost Bunker	7003	Grounds Y
154 Bertils Gravel & Excavation Llc		422.50	2 Transactions		
2397 Biermaier Striping					
03-320-000-0000-6389		127.20	Hwy Project 060-610-013 J#1277	20-29	Highway Contracts Y
2397 Biermaier Striping		127.20	1 Transactions		
3071 Bill's Parts & Sales					
03-330-000-0000-6564		1,800.00	Parts	16825	Machinery Parts N
03-330-000-0000-6565		300.00	Service	16825	Other Repair & Maintenance Supplies N
3071 Bill's Parts & Sales		2,100.00	2 Transactions		
6667 Bilyeu/Ashley					
48-524-000-0000-6331		455.40	Mileage	Aug-2020	Mileage N
6667 Bilyeu/Ashley		455.40	1 Transactions		
5851 Blilie/Holly					
18-482-000-0000-6331		2.30	Correction Ctr Mileage - 53		Mileage N
5851 Blilie/Holly		2.30	1 Transactions		
5067 Blue Tarp Financial Inc					
03-330-000-0000-6303		337.00	Supplies	A#145049	Other Repair, Maintenance & Operator N

DARCY
9/8/20 3:37PM
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. Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
<u>5067 Blue Tarp Financial Inc</u>		<u>Amount</u>			
		337.00		1 Transactions	
11667 Border States Electric Supply					
01-111-000-0000-6414		344.04	T8/Slt kit/Maint supplies	929495035	Maintenance Supplies N
11667 Border States Electric Supply		344.04	1 Transactions		
4745 Brad's Electric					
01-111-187-0000-6303		121.66	Materials/Break Room Remod GC	163	other repair & maintenance non- count Y
01-111-187-0000-6304		1,125.00	Labor	163	Labor Charges Y
4745 Brad's Electric		1,246.66	2 Transactions		
11171 Brandner Printing					
16-200-000-0000-6403		32.25	Notary Stamp- Ann	24449	Misc. Supplies N
11171 Brandner Printing		32.25	1 Transactions		
3519 Brault Construction LLC					
65-392-000-0000-6302		811.65	Glass 5 for Roads	2147	Grounds Y
3519 Brault Construction LLC		811.65	1 Transactions		
143 Brost Chevrolet Inc					
01-111-000-0000-6303		31.78	2008 Sierra K 15	53803	other repair & maintenance non- count N
01-111-000-0000-6304		15.00	Labor	53803	Labor Charges N
16-200-000-0000-6303		99.90	Services Unit 261,248	53922,53960	Other Repair & Maintenance N
143 Brost Chevrolet Inc		146.68	3 Transactions		
131 Burggraafs Ace Hardware					
64-390-000-0000-6301		327.07	Mach & Equip Repairs	42974	Machinery & Equip. Repairs N
64-390-000-0000-6305		14.81	Non- Taxable supplies/Parts	42974	Equipment Repair Supplies\ Nontaxabl N
64-390-000-0000-6403		2.79	Misc office Supplies	42974	Misc. Supplies N
64-390-000-0000-6409		118.98	Two Way Radios	42974	Office Furniture & Equipment N
64-390-000-0000-6412		36.32	Cleaning Supplies	42974	Custodial Supplies N
64-390-000-0000-6414		119.35	Shop Supplies	42974	Maintenance Supplies N
64-390-000-0000-6566		121.98	Small Tools	42974	Small Tools N
64-390-000-0000-6859		28.46	Sales Tax	42974	Sales Tax N
64-391-000-0000-6303		44.99	Building Repairs	42974	Other Repair,Maintenance & Operation N
64-391-000-0000-6409		99.99	Two Way Radio charger	42974	Office Furniture & Equipment N
64-391-000-0000-6412		161.37	Cleaning Supplies	42974	Custodial Supplies N

DARCY
9/8/20 3:37PM
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>	
64-391-000-0000-6414		99.92	Shop/Maint Supplies	42974	Maintenance Supplies N
64-391-000-0000-6566		129.96	Small Tools	42974	Small Tools N
64-391-000-0000-6859		26.95	Sales Tax	42974	Sales Tax N
131 Burggrafs Ace Hardware		1,332.94	14 Transactions		
672 Cardinal Health					
18-483-464-5122-6456		221.41	FP Meds - 17		Miscellaneous Operating Supplies N
18-483-464-5122-6456		78.10	FP Med- Apri- 17	3703966	Miscellaneous Operating Supplies N
672 Cardinal Health		299.51	2 Transactions		
6981 Carlson Inc/Re					
64-390-000-0000-6301		512.10	Steam Vault Parts	55610	Machinery & Equip. Repairs N
6981 Carlson Inc/Re		512.10	1 Transactions		
5515 Carlstrom/Darin					
03-320-000-0000-6331		83.38	Mileage		Mileage N
5515 Carlstrom/Darin		83.38	1 Transactions		
6459 Carlstrom/Natalie					
03-330-000-0000-6303		50.00	Service EGF Shop	3	Other Repair, Maintenance & Operator Y
03-340-000-0000-6303		60.00	Service EGF Co Bldg	3	Other Repair, Maintenance & Operator Y
6459 Carlstrom/Natalie		110.00	2 Transactions		
6128 Cheryl's Cleaning Service					
48-396-000-0000-6345		600.00	August Cleaning	84300	Cleaning Agreement Y
64-390-000-0000-6345		780.00	Cleaning Services	84299	Cleaning Agreement Y
64-391-000-0000-6345		420.00	Cleaning Services	84299	Cleaning Agreement Y
6128 Cheryl's Cleaning Service		1,800.00	3 Transactions		
5181 Christian Brothers Ford Inc					
16-200-000-0000-6303		175.89	Services Unit 247,234,231	40151,483,152	Other Repair & Maintenance N
5181 Christian Brothers Ford Inc		175.89	1 Transactions		
3627 Christian Motors Inc					
16-211-000-0000-6303		56.18	Services unit 224	23464	Other Repair, Maintenance & Operator N
3627 Christian Motors Inc		56.18	1 Transactions		

DARCY
9/8/20 3:37PM
Public Safety Fund

***** Polk County *****



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor No.</u>	<u>Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
	<u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
1828	Christianson Custom Service		522.50	Brush Mowing Fire Range	5519	Ground Improvements	Y
1828	Christianson Custom Service		522.50	1 Transactions			
8960	Church & Dwight Co Inc		9,245.74	Sodium Bicarb	100007424	Boiler Chemicals/Salt	N
8960	Church & Dwight Co Inc		9,245.74	1 Transactions			
5780	Control Solutions Inc		148.00	Refr.calibration and supplies-	CS91331	Services	N
5780	Control Solutions Inc		148.00	1 Transactions			
12759	Corona Services		120.32	Aug Lawn care/ Opperud- 33		Services	Y
12759	Corona Services		120.32	1 Transactions			
6770	Cote/Michelle		19.55	June- Aug Mileage		Mileage	N
	01- 041- 000- 0000- 6331		6.00	Tags for Election Cases		Mileage	N
6770	Cote/Michelle		25.55	2 Transactions			
6213	Country Pet Foods, LLC		5,522.58	Softner Salt for Boilers	48436	Boiler Chemicals/Salt	N
6213	Country Pet Foods, LLC		5,522.58	1 Transactions			
12605	Crookston Building Center		2.29	Equip Supplies	A#2049	Other Repair & Maintenance Supplies	N
	03- 330- 000- 0000- 6565		80.76	- Patio Blocks- Stabilz Plantrs	262729	Grounds	N
12605	Crookston Building Center		83.05	2 Transactions			
9749	Crookston Fuel Company		2,158.30	Fuel	3157	Fuels	N
	65- 392- 000- 0000- 6561		2,158.30	Fuel	3157	Fuels	N
9749	Crookston Fuel Company		4,316.60	2 Transactions			
12277	Crookston Paint & Glass		482.00	4'X8' Plexi Glass	55060	Maintenance Supplies	N
	01- 111- 193- 5555- 6414						

DARCY
9/8/20 3:37PM
General Revenue Fund

*** Polk County ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
12277 Crookston Paint & Glass		4'X8' Plexi Glass 2 Transactions	55565	Maintenance Supplies	N
12047 Crookston Times					
01-061-000-0000-6241		Personnel Ads	Acct 923	Publishing - Advertising	N
01-091-000-0000-6242	1,770.34	1 year Subscription	A#0473019	Publications	N
01-091-000-0000-6261	99.00	Pub Of Order Hrg Wel CWRB	Order #92	Service & Filing Fees	N
16-200-000-0000-6241	131.79	displays for Sheriff sale	73120	Publishing - Advertising	N
12047 Crookston Times	264.40	4 Transactions			
12047 Crookston Times	2,265.53				
4242 Dakota Supply Group					
01-111-000-0000-6414	22.99	Caution Tap	S100334510.001	Maintenance Supplies	N
01-111-188-0000-6414	5.05	Switch for NWMHC area	S100334510.001	Maintenance Supplies	N
01-111-188-0000-6414	29.12	Fire Caulk for NWMH Area	S100334510.001	Maintenance Supplies	N
4242 Dakota Supply Group	57.16	3 Transactions			
4921 Davidson/David					
03-330-000-0000-6367	15.00	License		Misc. License's & Permits	N
4921 Davidson/David	15.00	1 Transactions			
6752 Dessellier/Andrew					
01-043-000-0000-6331	140.30	August 2020 Mileage		Mileage	N
6752 Dessellier/Andrew	140.30	1 Transactions			
41000 Diedrich/Don					
01-001-000-0000-6331	69.00	August 2020 Mileage		Mileage	N
01-001-000-0000-6351	807.70	Medical Reimbursement	Aug 2020	Insurance	N
41000 Diedrich/Don	876.70	2 Transactions			
5504 Dietz/Mark					
01-111-000-0000-6331	285.28	Mileage		Mileage	N
		05/17/2020 05/24/2020			
01-111-000-0000-6331	285.28	Mileage		Mileage	N
		05/25/2020 06/01/2020			
01-111-000-0000-6331	285.28	Mileage		Mileage	N
		06/02/2020 06/09/2020			
01-111-000-0000-6331	285.28	Mileage		Mileage	N
		06/10/2020 06/17/2020			

DARCY
9/8/20 3:37PM
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. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf # On Behalf of Name</u>	
01-111-000-0000-6331		285.28	Mileage	Mileage	N
			06/18/2020 06/25/2020		
01-111-000-0000-6331		285.28	Mileage	Mileage	N
			06/26/2020 07/03/2020		
01-111-000-0000-6331		285.28	Mileage	Mileage	N
			07/04/2020 07/11/2020		
01-111-000-0000-6331		285.28	Mileage	Mileage	N
			07/12/2020 07/19/2020		
01-111-000-0000-6331		213.96	Mileage	Mileage	N
			07/25/2020 08/07/2020		
5504 Dietz/Mark		2,496.20	9 Transactions		
1722 Docu Shred Inc					
01-111-187-0000-6304		100.00	PCSS Gov't Center	61715 Labor Charges	N
01-111-187-0000-6304		40.00	PCSS Gov't Center	61716 Labor Charges	N
16-200-000-0000-6272		40.00	Document Shredding Crookston	61723 Services	N
1722 Docu Shred Inc		180.00	3 Transactions		
6692 Domson BG Service					
03-330-000-0000-6303		2,313.00	Supplies	PI0000905 Other Repair, Maintenance & Operator	N
6692 Domson BG Service		2,313.00	1 Transactions		
4584 Donarski Brothers Inc					
03-320-000-0000-6389		3,234.81	Rip Rap SAP 060-610-013	08112020-23 Highway Contracts	N
4584 Donarski Brothers Inc		3,234.81	1 Transactions		
5798 DOT.COM Connection					
01-525-000-0000-6272		150.00	Prof services	Professional Services	N
5798 DOT.COM Connection		150.00	1 Transactions		
5978 Dowco Valve Company Inc					
64-390-000-0000-6301		510.00	Drill Hole in Valve for Boiler	3448 Machinery & Equip. Repairs	N
5978 Dowco Valve Company Inc		510.00	1 Transactions		
4555 DS Solutions Inc					
01-064-000-0000-6272		2,132.00	Premarked Edit Llist & Test Fil	Primary 12475 Services	N

DARCY
9/8/20 3:37PM
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. Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
4555 DS Solutions Inc		2,132.00		1 Transactions	
807 Durag					
64-390-000-3041-6301		7,164.70		Service on Opacity Meter	
807 Durag		7,164.70		1 Transactions	
3604003160				Machinery & Equip. Repairs	N
9355 Eagle Electric Inc					
01-111-188-1212-6303		136.32		Materials /EGF	
01-111-188-1212-6304		174.00		Labor	
9355 Eagle Electric Inc		310.32		2 Transactions	
20265				other repair & maintenance	N
20265				Labor Charges	N
1086 Ecolab Pest Elimination Division					
01-111-178-0000-6303		106.88		SO Stenberg Bldg Cockroach prg	
01-111-188-0000-6303		81.85		HSC Cockroach program	
01-111-189-0000-6303		167.92		Hwy/cockroach program	
1086 Ecolab Pest Elimination Division		356.65		3 Transactions	
2271067				other repair/maintenance non- county	N
9845334				other repair/maintenance non- county	N
9845476				other repair/maintenance non- county	N
6414 Environmental Sentry Protection LLC					
48-524-000-0000-6272		600.00		Service - video review	
48-524-000-0000-6272		2,200.00		12- Mo Svs w/discount	
48-524-000-0000-6272		660.00		12- mo 5GB	
48-524-000-0000-6272		1,150.00		4G Modem Upgrade	
6414 Environmental Sentry Protection LLC		4,610.00		4 Transactions	
1261				Professional Services	N
1261				Professional Services	N
1261				Professional Services	N
1261				Professional Services	N
6757 Erdmann/Amy					
18-481-000-0000-6331		28.17		Staff Admin Mileage- 91	
18-483-464-0000-6331		6.90		F/P Mileage- 17	
6757 Erdmann/Amy		35.07		2 Transactions	
710				Mileage	N
710				Mileage	N
4842 Essentia Health					
64-391-000-0000-6819		26.00		New Employee Drug Test	
4842 Essentia Health		26.00		1 Transactions	
800008128				Employee Physicals	Y
5060 Evenaire Systems Inc					
64-390-000-7140-6301		70.00		Reparis to #1 Boiler	
64-390-000-0000-6301		250.00		Repairs to Ash Conveyor	
12690				Machinery & Equip. Repairs	N
12738				Machinery & Equip. Repairs	N

DARCY
9/8/20 3:37PM
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>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>		
5060 Evenaire Systems Inc		320.00	2 Transactions			
5205 Farmers Publishing						
64-391-000-0000-6241		115.06	Sortline Operator Ad	56778-56823	Publishing - Advertising	N
5205 Farmers Publishing		115.06	1 Transactions			
2302 Ferguson Enterprise Inc 3093						
64-390-000-0000-6301		596.21	Rprs/Parts for Steam/water lin	1972	Machinery & Equip. Repairs	N
2302 Ferguson Enterprise Inc 3093		596.21	1 Transactions			
15306 Fertile Building Center Ltd						
16-200-000-0000-6403		159.00	Firearms Rng Bldgs & Grnds	66090	Misc. Supplies	N
15306 Fertile Building Center Ltd		159.00	1 Transactions			
589 Fleet Supply						
03-330-000-0000-6303		101.94	Misc Supplies	A#3952	Other Repair, Maintenance & Operator	N
589 Fleet Supply		101.94	1 Transactions			
5317 Folkert/Zach						
03-310-000-0000-6303		600.00	Maintenance- trapping		Other Repair, Maintenance & Operator	N
5317 Folkert/Zach		600.00	1 Transactions			
3739 Fosston Auto						
03-330-000-0000-6303		9.49	Supplies	A# 1870	Other Repair, Maintenance & Operator	N
3739 Fosston Auto		9.49	1 Transactions			
4043 Fosston Tri- Coop						
64-391-000-0000-6254		49.00	Pest Control	750061	Other Utilities	N
4043 Fosston Tri- Coop		49.00	1 Transactions			
5202 Franks/Robert						
48-123-000-0000-6331		36.80	Mileage	Aug-2020	Mileage	N
5202 Franks/Robert		36.80	1 Transactions			
5611 Gagner/Rolland						
48-123-000-0000-6331		39.10	Mileage	Aug-2020	Mileage	N

DARCY
9/8/20 3:37PM
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>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
5611 Gagner/Rolland		1 Transactions			
2947 Galls LLC					
16-200-000-0000-6454		1 Star 3/4	16188271	Law Enforcement Supplies	N
2947 Galls LLC		1 Transactions			
6421 GHA Technologies Inc					
01-065-000-5555-6265		Covid Addt'l Mobile Iron Lic	101066481	Data Processing (Software)	N
6421 GHA Technologies Inc		1 Transactions			
2436 Global Protection Corp					
18-483-464-0000-6403		condoms- 17	224624	Misc. Supplies	N
2436 Global Protection Corp		1 Transactions			
4627 Gopher State One Call					
03-300-000-0000-6272		Prof Services	81311	Services	N
4627 Gopher State One Call		1 Transactions			
2032 Grainger					
64-390-000-0000-6301		Air Hose for Equipment	280829311547	Machinery & Equip. Repairs	N
64-390-000-0000-6414	T	Operational Supplies	280829311547	Maintenance Supplies	N
64-391-000-0000-6303		Building Materials	280829311547	Other Repair,Maintenance & Operation	N
64-391-000-0000-6417	T	Safety Labeling on Equip	280829311547	Safety Equipment & Supplies	N
2032 Grainger		4 Transactions			
4027 Grainger					
01-111-187-0000-6414		Lock Box With key/Maint supp	9616073871	Maintenance Supplies	N
4027 Grainger		1 Transactions			
6802 Hansen/April					
16-200-000-0000-6207		Meal Reimb Transport		Prisoner Conveyance - Meals	N
16-200-000-0000-6816		Training Reimbursment		Training	N
6802 Hansen/April		2 Transactions			
5619 Hardware Hank Crookston					
01-111-198-0000-6414		Toilet Bowl set/jail	51320/2	Maintenance Supplies	N
01-111-197-0000-6414		Swivel caster/trash cart hrdwr	53092/2	Maintenance Supplies	N

DARCY
9/8/20 3:37PM
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>	
01-111-198-0000-6414		8.34	Misc Hardware	53223/2	Maintenance Supplies N
01-111-198-0000-6414		47.25	Misc Hardware	53253/2	Maintenance Supplies N
01-111-198-0000-6414		26.99	Nut hex 1/4	53267/2	Maintenance Supplies N
01-111-191-0000-6414		7.98	Caulking	53388/2	Maintenance Supplies N
01-111-193-5555-6414		12.20	Spray pnt/vinyl tube/sneez scr	53454/2	Maintenance Supplies N
5619 Hardware Hank Crookston		167.18	7 Transactions		
2121 Higher Ground					
40-654-000-0000-6357		517.50	Ditch Work	4998	Ditch Services N
40-798-000-0000-6357		8,735.20	Ditch Work	4997	Ditch Services N
2121 Higher Ground		9,252.70	2 Transactions		
9753 Horak/Garrett					
48-524-000-0000-6331		462.88	Mileage	Aug-2020	Mileage N
9753 Horak/Garrett		462.88	1 Transactions		
6256 Hruby/Megan					
18-484-491-0000-6272		290.97	Aug Peer Grp Svcs- 108		Professional Services Y
18-484-491-0000-6272		35.00	Aug phone- 108		Professional Services Y
6256 Hruby/Megan		325.97	2 Transactions		
6255 Hudon/Meghan					
18-484-491-0000-6272		205.89	Aug Peer Grp Svcs- 108		Professional Services Y
18-484-491-0000-6272		35.00	Aug phone- 108		Professional Services Y
6255 Hudon/Meghan		240.89	2 Transactions		
6422 Hwy 2 Car Wash					
16-211-000-0000-6272		5.00	1 car wash	8062030	Professional Services N
6422 Hwy 2 Car Wash		5.00	1 Transactions		
5731 Inmate Services Corporation					
16-200-000-0000-6209		1,298.00	Prisoner Conveyance	27164	Prisoner Conveyance - Transport Servi N
5731 Inmate Services Corporation		1,298.00	1 Transactions		
6319 Innovative Office Solutions LLC					
01-063-000-0000-6402		152.55	Office supplies	3058658	Office Supplies N
01-063-000-0000-6402		49.10	Office supplies	3060130	Office Supplies N

DARCY
9/8/20 3:37PM
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>	
6319 Innovative Office Solutions LLC		259.81	Office supplies 3 Transactions	3063384 Office Supplies	N
9780 Ironman Welding Inc		1,002.50	Repairs	2801 Other Repair & Maintenance Supplies	N
9780 Ironman Welding Inc		1,002.50	1 Transactions		
6372 Jacobson/Gerald A		106.95	August 2020 Mileage	Mileage	N
6372 Jacobson/Gerald A		394.30	Medical Reimbursment	Aug 2020 Insurance	N
6257 Jager/Tiffany		61.00	Aug Peer Grp Svcs- 108	Professional Services	Y
6257 Jager/Tiffany		35.00	Aug phone- 108	Professional Services	Y
9783 JC & J Trucking Inc		5,000.00	Clay to Rindahl Pit	12422 Traffic Signs	N
9783 JC & J Trucking Inc		5,000.00	1 Transactions		
3104 Jemco Incorporated		5,354.33	Compressor Serviced/Supplies	1365 Machinery & Equip. Repairs	N
3104 Jemco Incorporated		951.60	Parts for Feed Water Pump	1365 Machinery & Equip. Repairs	N
19205 Jim's Quality Floor Service		355.26	Aug Floors/Cleaning	870269 Cleaning Agreement	Y
19205 Jim's Quality Floor Service		394.74	Aug Floors/Cleaning	870269 Cleaning Agreement Account	Y
19205 Jim's Quality Floor Service		750.00	2 Transactions		
4760 John Deere Financial		68.76	Parts	C#62000 Machinery Parts	N
4760 John Deere Financial		68.76	1 Transactions		
6087 Jones/Annalee		128.80	Mileage for August	Mileage	N

DARCY
9/8/20 3:37PM
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. Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
6087 Jones/Annalee		1 Transactions			
5899 Jore/Paul					
48- 123- 000- 0000- 6331	49.45	Mileage	Aug- 2020	Mileage	N
5899 Jore/Paul	49.45	1 Transactions			
1787 Jsbs Engineered Solutions					
64- 390- 000- 0000- 6301	6,880.25	#1 & #2 Stack Cap Actuator	13030	Machinery & Equip. Repairs	N
64- 390- 000- 0000- 6272	4,075.00	Calibration,Backup,CEMS data	13031	Services	N
1787 Jsbs Engineered Solutions	10,955.25	2 Transactions			
1096 K & L Inc					
64- 390- 000- 0000- 6301	42.04	#2 Precipitator Parts	82077	Machinery & Equip. Repairs	N
1096 K & L Inc	42.04	1 Transactions			
999999900 Kiefat/Daniel					
01- 520- 000- 0000- 5517	96.41	Refund camping fees		Fees - Park	N
999999900 Kiefat/Daniel	96.41	1 Transactions			
6671 Kiesler's Police Supply Inc					
16- 200- 000- 0000- 6607	75.00	Adjustable Carrier - 5015	143056	Equipment	N
6671 Kiesler's Police Supply Inc	75.00	1 Transactions			
6068 KKQ- FM					
48- 396- 000- 0000- 6834	300.00	- Environmental Minute	2523	Ed Supplies	N
6068 KKQ- FM	300.00	1 Transactions			
5109 Kortan/Joel					
64- 390- 000- 0000- 6425	107.56	Boot Allowance	6.7.20	Clothing	N
5109 Kortan/Joel	107.56	1 Transactions			
1036 KROX- AM					
01- 061- 000- 0000- 6241	180.00	Personnel Ads	Acct 809	Publishing - Advertising	N
		08/01/2020	08/31/2020		
18- 481- 000- 0000- 6241	136.50	Aug Public Hlth Ads- 91	06202008116921	Publishing - Advertising	N
48- 396- 000- 0000- 6834	200.00	- Enivron Minute	235	Ed Supplies	N
48- 397- 000- 0000- 6834	242.00	- HHW Ads	235	Ed Supplies	N

DARCY
9/8/20 3:37PM
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>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
1036 KROX- AM		TS Operator Ads 5 Transactions	235	Publishing - Advertising	N
2194 Kurita America Inc		Boiler Chemicals	10842000	Boiler Chemicals/Salt	N
2194 Kurita America Inc		1 Transactions			
3350 Landsverk/Mark		Region 8 Dues		Registration Fees	N
01- 043- 000- 0000- 6244		20.00			
01- 043- 000- 0000- 6331		159.28		Mileage	N
3350 Landsverk/Mark		August 2020 Mileage 2 Transactions			
179.28					
9788 Larsen/Darcey		Dntl Innov Grnt Mil- July Mk U		Mileage	N
18- 482- 492- 0000- 6331		54.05			
18- 482- 492- 0000- 6331		101.20		Mileage	N
9788 Larsen/Darcey		Dnt Innov Grant Mileage 2 Transactions			
155.25					
5770 Lee/Joan		August 2020 Mileage		Mileage	N
01- 001- 000- 0000- 6331		108.10			
5770 Lee/Joan		108.10 1 Transactions			
5285 Lehmann/Codi		Region V Hdsrt Contract Mil		Mileage	N
18- 482- 486- 0000- 6331		52.90			
18- 483- 467- 0000- 6331		94.88		Mileage	N
5285 Lehmann/Codi		CTC Grant Mileage- 19 2 Transactions			
147.78					
1088 Lepier Oil Company Inc		Gas for Pickup	607	Fuels	N
64- 390- 000- 0000- 6561		30.00			
1088 Lepier Oil Company Inc		30.00 1 Transactions			
6311 LePier Shoreline & Outdoors Inc		Supplies	17864	Other Repair, Maintenance & Operator	N
01- 520- 000- 0000- 6303		885.00			
6311 LePier Shoreline & Outdoors Inc		885.00 1 Transactions			
6831 Lepier Tire & Auto		Services Unit 258 3371		Other Repair & Maintenance	N
16- 200- 000- 0000- 6303		62.00			
64- 390- 000- 0000- 6301		16.11	3417	Machinery & Equip. Repairs	N

DARCY
9/8/20 3:37PM
Resource Recovery Fund

*** Polk County ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 17

<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>
6831 Lepier Tire & Auto		78.11	2 Transactions		
21577 Lessard/Melanie					
01-091-000-5555-6403		14.99	Face Shield		Misc. Supplies N
21577 Lessard/Melanie		14.99	1 Transactions		
5371 Lexipol, LLC					
16-200-000-0000-6272		100.00	LE Impl Sevices	Inv 5067	Services N
			07/01/2020	07/31/2020	
5371 Lexipol, LLC		100.00	1 Transactions		
6907 Lien/Amanda					
18-482-475-0000-6331		54.63	SHIP Mileage- 74		Mileage N
6907 Lien/Amanda		54.63	1 Transactions		
6803 Lundeen/Cole					
16-200-000-0000-6207		13.00	Meal Reimb for Transport		Prisoner Conveyance - Meals N
6803 Lundeen/Cole		13.00	1 Transactions		
22620 M & H Gas Station					
16-200-000-0000-6272		125.00	Car Washes	12	Services N
22620 M & H Gas Station		125.00	1 Transactions		
5315 Mayo Manufacturing Co					
64-391-000-0000-6301		1,167.07	Equipment Parts	78830	Machinery & Equipment N
5315 Mayo Manufacturing Co		1,167.07	1 Transactions		
1458 McKesson Med- Surgical Gov Solutions LLC					
16-200-519-0000-6454		167.43	Gloves	17008305,8267	Law Enforcement Supplies N
1458 McKesson Med- Surgical Gov Solutions LLC		167.43	1 Transactions		
6030 McKesson Medical Surgical					
18-482-000-0000-6403		42.04	safety glide needs 25G- 60	12103278	Misc. Supplies N
18-482-000-0000-6403		42.16	gloves, bandages, alcoholpad60	12106598	Misc. Supplies N
6030 McKesson Medical Surgical		84.20	2 Transactions		
6889 McMaster Carr Supply Co					

DARCY
9/8/20 3:37PM
Resource Recovery Fund

*** Polk County ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
64-390-000-0000-6301		Parts for Equipment	212774300	Machinery & Equip. Repairs	N
64-391-000-0000-6301		Equipment Parts	212774300	Machinery & Equipment	N
6889 McMaster Carr Supply Co		2 Transactions			
6866 Meyer/Arla					
01-064-000-0000-6331	8.05	Mileage McIntosh Election Equi	Primary	Mileage	N
01-064-000-0000-6331	99.48	Mileage Election Day McIntosh	Primary	Mileage	N
6866 Meyer/Arla	107.53	2 Transactions			
4429 MN Counties Intergov'l Trust					
01-124-000-0000-6351	77.00	Delete Equipment	3585	Insurance	N
01-124-000-0000-6351	259.00	Delete Equipment	3608	Insurance	N
01-124-000-0000-6351	421.00	Delete Equipment	4045	Insurance	N
01-124-000-0000-6368	1,000.00	Deductible Claim	D99391574	Deductable Payments (Insurance)	N
4429 MN Counties Intergov'l Trust	243.00	4 Transactions			
4174 MN Department of Commerce					
48-396-000-0000-6272	58.50	- Annual Can Scale Insptctn	DEV-00048557	Services	N
48-398-000-0000-6272	299.00	- Annual Weigh Scale Insptctn	DEV-00048557	Services	N
65-392-000-0000-6272	149.50	Truck Scale Inspection	DEV00048556	Services	N
65-393-000-0000-6272	149.50	Truck Scale Inspection	DEV00048556	Services	N
4174 MN Department of Commerce	656.50	4 Transactions			
4763 Mn Dept Of Labor & Industry					
01-111-197-0000-6367	70.00	Boilers 113381thru 113387	ABR0235880X	Misc. License's & Permits	N
4763 Mn Dept Of Labor & Industry	70.00	1 Transactions			
5300 Mn Dept Of Revenue					
03-300-000-0000-6244	25.00	Renewal Fee for Fuel		Registration Fees	N
5300 Mn Dept Of Revenue	25.00	1 Transactions			
3853 Mn Pollution Control Agency					
48-398-000-0000-6815	15.00	ES Type II License Renewal	54730699	License/Permit Fees	N
3853 Mn Pollution Control Agency	15.00	1 Transactions			
6815 Moreno/Michael					
16-200-000-0000-6207	9.55	Meal Reimb for Transport		Prisoner Conveyance - Meals	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>	
6815 Moreno/Michael		11.63	Meal Reimb Transport	Prisoner Conveyance - Meals	N
		21.18	2 Transactions		
277 Napa Crookston Welding					
01- 111- 197- 0000- 6414		4.74	Plug/Cap/Maint Supplies	Maintenance Supplies	N
03- 320- 000- 0000- 6303		22.78	Shipping	Other Repair, Maintenance & Operati	N
03- 330- 000- 0000- 6303		188.61	Supplies	Other Repair, Maintenance & Operati	N
03- 330- 000- 0000- 6564		542.32	Parts	Machinery Parts	N
16- 200- 000- 0000- 6454		98.51	LE supplies	Law Enforcement Supplies	N
16- 200- 000- 0000- 6204		16.88	Freight	Freight Charges	N
16- 200- 000- 0000- 6204		35.92	Fleet Supplies	Freight Charges	N
65- 393- 000- 0000- 6301		272.22	Parts for Equipment	Machinery & Equipment	N
277 Napa Crookston Welding		1,181.98	8 Transactions		
5719 Nelson/Debra					
01- 111- 000- 0000- 6331		20.70	Mileage	Mileage	N
			06/01/2020 06/03/2020		
01- 111- 000- 0000- 6331		20.70	Mileage	Mileage	N
			06/04/2020 06/08/2020		
01- 111- 000- 0000- 6331		20.70	Mileage	Mileage	N
			06/09/2020 06/11/2020		
01- 111- 000- 0000- 6331		16.10	Mileage	Mileage	N
			06/15/2020 06/17/2020		
01- 111- 000- 0000- 6331		20.70	Mileage	Mileage	N
			06/18/2020 07/02/2020		
01- 111- 000- 0000- 6331		20.70	Mileage	Mileage	N
			07/06/2020 07/08/2020		
01- 111- 000- 0000- 6331		20.70	Mileage	Mileage	N
			07/09/2020 07/13/2020		
01- 111- 000- 0000- 6331		20.70	Mileage	Mileage	N
			07/14/2020 07/16/2020		
01- 111- 000- 0000- 6331		20.70	Mileage	Mileage	N
			07/17/2020 07/21/2020		
01- 111- 000- 0000- 6331		20.70	Mileage	Mileage	N
			07/22/2020 07/24/2020		
01- 111- 000- 0000- 6331		20.70	Mileage	Mileage	N
			07/27/2020 07/29/2020		
01- 111- 000- 0000- 6331		13.80	Mileage	Mileage	N

DARCY
9/8/20 3:37PM
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. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
5719 Nelson/Debra		236.90	07/30/2020 12 Transactions		
23613 Nephew/Doug					
18- 493- 000- 0000- 6272		160.00	Aug Lawn Care/Ade- 33		Services
23613 Nephew/Doug		160.00	1 Transactions		Y
6066 Northdale Oil Inc					
64- 390- 000- 0000- 6561		1,532.12	Fuel for Loaders	21214	Fuels
6066 Northdale Oil Inc		1,532.12	1 Transactions		N
23165 Northern Fire Equipment Servic					
01- 520- 000- 0000- 6272		91.00	Prof Service	22100	Services
23165 Northern Fire Equipment Servic		91.00	1 Transactions		N
23293 Northern Lumber					
01- 111- 182- 0000- 6414		681.95	Door Angus Hwy Bldg	227351	Maintenance Supplies
01- 111- 182- 0000- 6414		42.89	Seamfill Angus Hwy Bldg	227835	Maintenance Supplies
01- 111- 198- 0000- 6414		76.22	Repair Materials/maint supplie	229106	Maintenance Supplies
01- 111- 193- 0000- 6414		7.99	Wall repair compound/maint sup	229190	Maintenance Supplies
01- 111- 187- 0000- 6414		1,311.44	Ceiling tile/Gov Ctr Breakroom	229292	Maintenance Supplies
01- 111- 187- 0000- 6414		428.33	Steel stud/Gov Ctr Breakroom	229294	Maintenance Supplies
01- 111- 198- 0000- 6414		7.12	1 1/2 Reisser/maint supplies	229321	Maintenance Supplies
01- 111- 193- 5555- 6414		23.27	2x4 sneeze guards	229655	Maintenance Supplies
23293 Northern Lumber		2,579.21	8 Transactions		N
6124 Northern Propane					
03- 330- 000- 0000- 6562		501.12	Lubericants	49034	Lubricants
6124 Northern Propane		501.12	1 Transactions		N
2240 Northwest Power Systems Inc					
03- 330- 000- 0000- 6564		99.00	Parts	T299583	Machinery Parts
2240 Northwest Power Systems Inc		99.00	1 Transactions		N
9752 Now Micro Inc					
01- 065- 000- 0000- 6607		5,344.00	PCHW two Getac Laptops	IV515083	Equipment

DARCY
9/8/20 3:37PM
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. Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
9752 Now Micro Inc		5,344.00		1 Transactions	
24224 Oakes/Melanie					
01- 043- 000- 0000- 6331		102.93		August 2020 Mileage	Mileage N
24224 Oakes/Melanie		102.93		1 Transactions	
1806 Office Depot					
18- 481- 000- 0000- 6403		51.54		Office Supplies- 91	116079246001 Misc. Supplies N
18- 481- 000- 0000- 6403		52.66		Office Supplies- 91	40364284001 Misc. Supplies N
1806 Office Depot		104.20		2 Transactions	
4879 Ohio Calibration Laboratories					
16- 200- 000- 0000- 6204		17.00		Shipping	28533 Freight Charges N
16- 200- 000- 0000- 6303		220.00		Radar Update	28533 Other Repair & Maintenance N
4879 Ohio Calibration Laboratories		237.00		2 Transactions	
1004 Oian/Wesly					
01- 043- 000- 0000- 6331		183.43		August 2020 Mileage	Mileage N
1004 Oian/Wesly		183.43		1 Transactions	
26096 Oien/Keith or Kay					
01- 520- 000- 0000- 6802		442.28		Refund Camping Fee	Refunds And Reimbursements N
26096 Oien/Keith or Kay		442.28		1 Transactions	
6320 Olson/Brenna					
18- 481- 519- 5110- 6331		54.62		COVID- 19 Resp Mileage- 121	Mileage N
18- 485- 479- 0000- 6331		24.73		Suicide Prevention Grant Mil	Mileage N
6320 Olson/Brenna		79.35		2 Transactions	
6566 Olson/Pamela					
18- 483- 467- 0000- 6331		142.60		School Health Mileage - 12	Mileage N
6566 Olson/Pamela		142.60		1 Transactions	
4103 Opacity Certifications					
64- 390- 000- 3041- 6301		232.23		Opacity Filters	6323 Machinery & Equip. Repairs N
4103 Opacity Certifications		232.23		1 Transactions	

DARCY
9/8/20 3:37PM
Public Health Fund

***** Polk County *****



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
6321	Ophus/Judy 18- 483- 466- 0000- 6331		13.23	NFP Exp Grant Mileage- 114		Mileage	N
6321	Ophus/Judy		13.23	1 Transactions			
9785	Original Mechanics Inc 03- 330- 000- 0000- 6564		70.39	Parts	2866	Machinery Parts	N
9785	Original Mechanics Inc		70.39	1 Transactions			
6970	OSEN/BRITTNEY 18- 481- 519- 5110- 6331		135.70	COVID- 19 Response Mil- 121		Mileage	N
	18- 483- 466- 0000- 6331		25.88	EBHV Grant Mileage- 119		Mileage	N
6970	OSEN/BRITTNEY		161.58	2 Transactions			
25336	Palmer Masonry & Concrete 01- 111- 197- 0000- 6303		3,347.00	sidewalk 7/31/20	119850	other repair & maintenance non- count	N
	03- 320- 000- 0000- 6389		13,560.00	Hwy Contr 060- 610- 013	648356/358	Highway Contracts	N
25336	Palmer Masonry & Concrete		16,907.00	2 Transactions			
1741	Pemberton Law PLLP 01- 061- 000- 0000- 6272		4,746.50	Professional Services	Stmt #7	Professional Services	Y
	01- 061- 000- 0000- 6272		9,454.45	Professional Services	Stmt 156	Professional Services	Y
1741	Pemberton Law PLLP		14,200.95	2 Transactions			
9746	Perreault/Jennifer 01- 044- 519- 5555- 6331		48.30	Bank & Mail Mileage April- May		Mileage	N
9746	Perreault/Jennifer		48.30	1 Transactions			
25537	Perreault/Melissa 18- 485- 469- 0000- 6805		15.00	Rgnl Prvnt Rsrc Webex Fee- 69		Staff Education	N
25537	Perreault/Melissa		15.00	1 Transactions			
5263	Phillips/Arlet 48- 123- 000- 0000- 6331		23.00	Mileage	Aug- 2020	Mileage	N
5263	Phillips/Arlet		23.00	1 Transactions			
9172	Polk County 48- 396- 000- 0000- 6301		7,372.18	- 7005 Rear Axl Rpr/Filters	20- 8001	Machinery & Equipment	N

DARCY
9/8/20 3:37PM
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.</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>	
48-396-000-0000-6412		88.80	- Trash Bags/Towels	20-8001	Custodial Supplies N
48-396-000-0000-6561		224.25	Fuel	20-8001	Fuels N
48-396-000-0000-6859		6.33	Tax	20-8001	Sales Tax N
48-396-000-5555-6417		70.83	- C-19 Face Masks	20-8001	Safety Equipment & Supplies N
48-396-000-5555-6859		5.05	C-19 Tax	20-8001	Sales/Use Tax N
9172 Polk County		7,767.44	6 Transactions		
571 Polk County Administrator					
01-520-000-0000-6303		600.00	Building Permit East Shore		Other Repair, Maintenance & Operator N
03-330-000-0000-6303		150.00	Septic Angus Shop		Other Repair, Maintenance & Operator N
571 Polk County Administrator		750.00	2 Transactions		
7726 Polk County Environmental Services					
64-390-000-0000-6335		25.04	Ad Bd Meeting	6.10.20	Expenses N
64-390-000-0000-6331		175.38	Mileage- Reimburse COVID-19	Jon	Mileage N
65-392-000-0000-6331		423.48	Mileage Reimburse	Jon	Mileage N
7726 Polk County Environmental Services		623.90	3 Transactions		
1606 Polk County Highway Department					
01-065-000-0000-6561		16.53	Hwy Fuel Reimbursement IS Car	7/32/20	Fuels N
01-102-000-0000-6303		1,065.25	Services	7-38	Other Repair, Maintenance & Operator N
01-102-000-0000-6303		761.23	Services	8-36	Other Repair, Maintenance & Operator N
01-111-000-0000-6561		51.43	Unit 20202 Gas	05/12/2020	Fuels N
			05/01/2020 05/31/2020		
01-111-000-0000-6561		108.60	Unit 20204 Gas	05/12/2020	Fuels N
			05/01/2020 05/31/2020		
01-111-000-0000-6561		136.48	Unit 20205 Gas	05/12/2020	Fuels N
			05/01/2020 05/31/2020		
01-111-000-0000-6561		99.01	Unit 20206 Gas	05/12/2020	Fuels N
			05/01/2020 05/31/2020		
01-111-000-0000-6561		12.74	Unit 17 Explorger Gas	05/12/2020	Fuels N
			05/01/2020 05/31/2020		
01-111-000-0000-6561		76.18	Unit 105 2008 GMC Gas	05/12/2020	Fuels N
			05/01/2020 05/31/2020		
01-111-000-0000-6561		17.01	Unit 106 Trailblazer Gas	05/12/2020	Fuels N
			05/01/2020 05/31/2020		
01-140-000-0000-6303		179.01	Fuel	8-32	Other Repair, Maintenance & Operator N
01-520-000-0000-6303		7,912.31	Services	8-33	Other Repair, Maintenance & Operator N

DARCY
9/8/20 3:37PM
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>
	01- 521- 000- 0000- 6303		224.97	Services	8- 33	Other Repair, Maintenance & Operator N
	01- 525- 000- 0000- 6303		208.29	Services	8- 31	Other Repair, Maintenance & Operator N
	48- 123- 000- 0000- 6272		2,000.00	Arcview ArcGIS License	8- 23- 20	Services N
	48- 398- 000- 0000- 6561		603.13	August Fuel	8- 35- 20	Fuels N
1606	Polk County Highway Department		13,472.17	16 Transactions		
565	Polk County Recorder					
	48- 123- 000- 0000- 6882		46.00	Walsvik SSTS Loan Recorded	151038	Mpca Loan Program N
	48- 123- 000- 0000- 6882		46.00	Kazmierczak SSTS Loan Recorded	151089	Mpca Loan Program N
565	Polk County Recorder		92.00	2 Transactions		
3234	Polk County Solid Waste					
	01- 065- 000- 0000- 6202		120.00	Garden Valley Inc Circuit	1010017463	Communications, Phone & Data N
3234	Polk County Solid Waste		120.00	1 Transactions		
25531	Polk County Transfer Station					
	03- 330- 000- 0000- 6303		6.00	Service	18160/18605	Other Repair, Maintenance & Operator N
25531	Polk County Transfer Station		6.00	1 Transactions		
6980	POMPS Tire					
	16- 200- 000- 0000- 6303		261.54	2 P265/70SR 17 Cueler	1550004426	Other Repair & Maintenance N
6980	POMPS Tire		261.54	1 Transactions		
1351	Potters Industries Inc					
	03- 310- 000- 0000- 6530		5,536.00	Glass Beads	91291707	Traffic Paint & Beads N
1351	Potters Industries Inc		5,536.00	1 Transactions		
9765	Powerplan OIB					
	03- 330- 000- 0000- 6564		2,745.75	Parts	A#3952006	Machinery Parts N
9765	Powerplan OIB		2,745.75	1 Transactions		
5201	Powers/Mike					
	48- 123- 000- 0000- 6331		29.90	Mileage	Aug- 2020	Mileage N
5201	Powers/Mike		29.90	1 Transactions		
3990	Praxair Distribution Inc					
	65- 393- 000- 0000- 6565		69.77	Shop Supplies	98494198	Other Repair & Maintenance Supplies N

DARCY
9/8/20 3:37PM
Landfill Fund

*** Polk County ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
3990 Praxair Distribution Inc		Sales Tax 2 Transactions	98494198	Sales Tax	N
6272 Prevention Treatment Resource Press		Aug Lawn care/Lafromboise- 33 1 Transactions		Services	N
5799 Productivity Plus Account		Parts 1 Transactions	A#3367094	Machinery Parts	N
6119 Quest Diagnostics		FP Testing Svc- 17 1 Transactions	9188465644	Services	N
4993 Quill Corporation		Sales Tax COVID- 19 2 Transactions	3189600	Sales Tax Custodial Supplies	N N
3880 RDO Truck Centers		Parts Service 2 Transactions	A# G112000 A# G112000	Machinery Parts Other Repair & Maintenance Supplies	N N
6567 Red River Flags		Freight Deluxe Indoor Parade Flag Set 2 Transactions	3768 3768	Freight Charges Custodial Supplies	N N
2163 Regents Of The Univ Of Mn		Temp support Staff Reimb 1 Transactions	300025590	Other Salaries	N
27202 Regional Sanitation Service Inc		Service Sales Tax	A#262 A#262	Other Repair, Maintenance & Operator Sales Tax	N N

DARCY
9/8/20 3:37PM
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. Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
27202 Regional Sanitation Service Inc		2 Transactions			
27317 Richards Publishing					
48-123-000-0000-6232	36.00	Holweger Notice	538086	Publishing	N
48-123-000-0000-6232	27.00	Kauffman Notice	538086	Publishing	N
48-123-000-0000-6232	51.75	Mobile Vendors Notices	538086	Publishing	N
27317 Richards Publishing	114.75	3 Transactions			
651 Riverview Healthcare Ctc					
16-200-000-0000-6816	510.00	Heartsaver CPR AED Cards	A Hansen 5013	Training	N
18-481-000-0000-6403	5.00	BLS provider card	NWidseth	Misc. Supplies	N
651 Riverview Healthcare Ctc	515.00	2 Transactions			
6824 Rood/Barbara					
01-111-000-0000-6331	16.05	Mileage		Mileage	N
		04/11/2020 04/30/2020			
6824 Rood/Barbara	16.05	1 Transactions			
3907 RTVision Inc					
03-300-000-0000-6265	1,875.00	Prof Services Calcium Chloride	2020-101197	Data Processing (Software)	N
3907 RTVision Inc	1,875.00	1 Transactions			
5785 Satrom/Bethany					
18-482-475-0000-6331	13.80	SHIP Grant Mileage- 74		Mileage	N
5785 Satrom/Bethany	13.80	1 Transactions			
6316 Scan Air Filters Inc					
01-111-187-5555-6414	464.10	Air Return filters	149807	Maintenance Supplies	N
01-111-197-5555-6204	24.54	Freight	149807	Freight Charges	N
6316 Scan Air Filters Inc	488.64	2 Transactions			
6293 Schulz/Micheal					
48-123-000-0000-6331	31.63	Mileage	Aug-2020	Mileage	N
6293 Schulz/Micheal	31.63	1 Transactions			
6290 Seaberg Solar Salt					
01-111-197-0000-6204	20.00	Delivery Fee	4527	Freight Charges	N

DARCY
9/8/20 3:37PM
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. Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
01-111-197-0000-6254		Softener Salt Justice Ctr	4527	Other Utilities	N
6290 Seaberg Solar Salt		2 Transactions			
18-482-000-0000-6331		H/P Mileage- 51		Mileage	N
18-482-000-0000-6805		BLS Instructor Fee - 51		Staff Education	N
4606 Seeger/Julie		2 Transactions			
03-330-000-0000-6565		Labor	136355	Other Repair & Maintenance Supplies	N
16-200-000-0000-6454		Fuel Treatment & Cutting disks	136608	Law Enforcement Supplies	N
28732 Service Pro Parts Inc.		2 Transactions			
18-481-519-5110-6331		COVID- 19 Response Mil - 121		Mileage	N
18-493-000-0000-6331		Care Coord Mileage - 33		Mileage	N
6046 Sonsteli/Jill		2 Transactions			
48-395-000-0000-6331		Mileage	August	Mileage	N
48-395-000-0000-6851		Mileage RRF/LF Mtgs	August	Remittance Of Revenue	N
2306 Steiner/Jon		2 Transactions			
01-111-000-0000-6805		PCPH/Facilities Trng Agreement	4009567315	Staff Education	N
		09/01/2020 09/30/2020			
16-200-000-0000-6272		3rd Qtr Fees 2020	4009526666	Services	N
4786 Stericycle Inc		2 Transactions			
16-222-000-0000-6607		Services	2040162	Equipment	N
4655 Stone's Mobile Radio Inc		1 Transactions			
16-200-000-0000-6202		Data plan	408132	Telephone & Data	N
6934 Stone's Security Systems Inc		1 Transactions			

DARCY
9/8/20 3:37PM
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. Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
28463 Strandell/Warren		August 2020 Mleage		Mileage	N
01- 001- 000- 0000- 6331	86.25				
01- 001- 000- 0000- 6351	336.20	Medical Reimbursement	August 2020	Insurance	N
28463 Strandell/Warren	422.45	2 Transactions			
7906 Strata Corporation		Concrete Sand	573539 C#63240	Other Repair, Maintenance & Operator	N
01- 520- 000- 0000- 6303	67.60				
7906 Strata Corporation	67.60	1 Transactions			
6623 Strutz/Sabrina		Meal Reimb - Transport		Prisoner Conveyance - Meals	N
16- 200- 000- 0000- 6207	26.08				
6623 Strutz/Sabrina	26.08	1 Transactions			
1923 Stuhaug Sanitation		Service	113014	Other Repair, Maintenance & Operator	N
03- 330- 000- 0000- 6303	30.42				
1923 Stuhaug Sanitation	30.42	1 Transactions			
4239 Surplus Center Inc		Supplies	156058	Other Repair, Maintenance & Operator	N
03- 330- 000- 0000- 6303	19.35				
4239 Surplus Center Inc	19.35	1 Transactions			
6341 Swanson/Jesse		Boot Allowance	2020	Clothing	N
64- 390- 000- 0000- 6425	97.99				
6341 Swanson/Jesse	97.99	1 Transactions			
5224 Sylvester/Kathy		H/P Mileage- 51		Mileage	N
18- 482- 000- 0000- 6331	63.83				
18- 483- 466- 0000- 6331	153.52	Family Hlth Mileage- 11		Mileage	N
18- 483- 466- 0000- 6331	14.95	TANF Home Visit Mileage- 22		Mileage	N
5224 Sylvester/Kathy	232.30	3 Transactions			
5352 Tactical Solutions		Radar Certification	8088	Services	N
16- 200- 000- 0000- 6272	934.00				
5352 Tactical Solutions	934.00	1 Transactions			
4473 Tadman/James		Reimb for LE supplies		Law Enforcement Supplies	N
16- 200- 000- 0000- 6454	17.31				

DARCY
9/8/20 3:37PM
Public Safety 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>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
16-200-000-0000-6611		Reimb for Office Machines		Office Machines	N
4473 Tadman/James		2 Transactions			
14071 The Exponent					
01-061-000-0000-6241		Personnel Ads	2.10663	Publishing - Advertising	N
01-061-000-0000-6241		Personnel Ads	2.10673	Publishing - Advertising	N
01-061-000-0000-6241		Personnel Ads	2.10675	Publishing - Advertising	N
01-061-000-0000-6241		Personnel Ads	2.10677	Publishing - Advertising	N
14071 The Exponent		4 Transactions			
29026 The Thirteen Towns					
01-061-000-0000-6241		Personnel Ads	14467	Publishing - Advertising	N
29026 The Thirteen Towns		1 Transactions			
4251 Thompson/Sue					
18-485-477-0000-6331		DFC- NM Mileage- 107		Mileage	N
4251 Thompson/Sue		1 Transactions			
10522 Todd's Tire Service Inc					
03-330-000-0000-6561		Fuel	19774/20184	Fuels	N
03-330-000-0000-6563		Tire	20072/19670	Tires, Tubes, Batteries & M.V. Parts	N
16-200-000-0000-6303		3 tire mount/bal/disposalU266	19849	Other Repair & Maintenance	N
10522 Todd's Tire Service Inc		3 Transactions			
9096 Todd's Trailer Sales & Rental					
01-111-197-0000-6344		Traler Rent 08/16/2020	4832	Rentals	N
9096 Todd's Trailer Sales & Rental		1 Transactions			
9779 True North Equipment					
64-390-000-0000-6301		Lawn Mower Parts	10097886	Machinery & Equip. Repairs	N
64-390-000-0000-6859		Sales Tax	10097886	Sales Tax	N
9779 True North Equipment		2 Transactions			
4823 True North Steel					
03-310-000-0000-6520		Culverts	A#3571	Culverts	N
03-340-000-0000-6303		Culverts	A#3571	Other Repair, Maintenance & Operator	N
40-655-000-0000-6357		Culverts with ends	A#3571	Ditch Services	N

DARCY
 9/8/20 3:37PM
 Spec Assmnts (Ditch) Func

***** 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>
4823 True North Steel		28,432.84	3 Transactions		
5 Univar Usa Inc					
64- 390- 000- 0000- 6416		8,500.00	Activated Carbon Darco	390610001	Boiler Chemicals/Salt N
5 Univar Usa Inc		8,500.00	1 Transactions		
60 UPS					
64- 390- 000- 0000- 6301		23.42	Shipping Parts	40TT30	Machinery & Equip. Repairs N
60 UPS		23.42	1 Transactions		
4244 US Bank Voyager Fleet Sys					
16- 200- 000- 0000- 6205		322.01	Transport/Security fuel		Prisoner Conveyance - Mileage & Airfa: N
16- 200- 000- 0000- 6561		2,557.85	SO- fuel	A#869088468	Fuels N
16- 211- 000- 0000- 6561		414.39	Fosston- fuel		Fuels N
4244 US Bank Voyager Fleet Sys		3,294.25	3 Transactions		
5020 Valley Electric Of Crookston LLC					
01- 111- 197- 0000- 6303		3.70	Materials/Replace ballast Alph	5569	other repair & maintenance non- count N
01- 111- 197- 0000- 6304		140.00	Labor - Replae Ballast Alpha	5569	Labor Charges N
01- 520- 000- 0000- 6303		466.86	Service	5507/5506	Other Repair, Maintenance & Operator N
03- 330- 000- 0000- 6303		206.75	Service	5490	Other Repair, Maintenance & Operator N
5020 Valley Electric Of Crookston LLC		817.31	4 Transactions		
5889 Van Den Einde/Amy					
18- 483- 464- 0000- 6331		5.18	F/P Mileage- 17		Mileage N
18- 483- 467- 0000- 6331		209.87	School Hlth Mileage- 12		Mileage N
5889 Van Den Einde/Amy		215.05	2 Transactions		
5954 Vonasek/Len					
48- 123- 000- 0000- 6331		26.45	Mileage	Aug- 2020	Mileage N
5954 Vonasek/Len		26.45	1 Transactions		
5768 Widseth/Nan					
18- 483- 467- 0000- 6331		8.86	School Health Mileage- 12		Mileage N
5768 Widseth/Nan		8.86	1 Transactions		
6147 Wilde- Olson/Casey					

***** 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>
6147 Wilde- Olson/Casey		212.76	Election mileage July & Aug 1 Transactions	Mileage	N
6371 Willhite/Gary		59.80	July 2020 Mileage	Mileage	N
6371 Willhite/Gary		59.80	1 Transactions		
734 Win- E- Mac Travel Center Inc		50.00	Car Washes	PC Sheriff	Services
734 Win- E- Mac Travel Center Inc		50.00	1 Transactions		N
6159 Winter Truck Line Inc		2,110.55	Hauling Scrap Metal	POLSOL	Hauling Charges
6159 Winter Truck Line Inc		2,110.55	1 Transactions		N
3477 Wright/Donovan		36.80	Mileage	Aug- 2020	Mileage
3477 Wright/Donovan		36.80	1 Transactions		N
7468 Wrigley Mechanical Inc		1,514.00	Repairs- #2 Economizer	3065	Machinery & Equip. Repairs
7468 Wrigley Mechanical Inc		1,514.00	1 Transactions		N
6399 XPO Logistics Freight Inc		453.04	Freight for Valves	986- 635764	Hauling Charges
6399 XPO Logistics Freight Inc		453.04	1 Transactions		N
4246 Ye Ole Print Shoppe		496.00	Supplies	41860	Other Repair, Maintenance & Operator
4246 Ye Ole Print Shoppe		496.00	1 Transactions		N
7890 Zee Medical Services		123.25	First Aid Supplies	110- 899567	Safety- First Aid Supplies
7890 Zee Medical Services		5.92	Sales Tax	110- 899567	Sales Tax
7890 Zee Medical Services		129.17	2 Transactions		N
2311 Ziegler Inc					

DARCY
 9/8/20 3:37PM
 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>	
01- 111- 190- 0100- 6303		258.41	Service work Parts 8/29/20	SW050346128	other repair & maintenance N
01- 111- 190- 0100- 6304		474.00	Labor	SW050346128	Labor Charges N
64- 390- 000- 7380- 6301		14,614.41	Repairs to CAT 906 Ldr Recy Ct	7162300	Machinery & Equip. Repairs N
65- 392- 000- 0000- 6301		1,435.03	Parts for Equipment	7162300	Machinery & Equipment N
65- 393- 000- 0000- 6301		2,225.83	2018 Cat 950MHL Ldr Rprs	7162300	Machinery & Equipment N
2311 Ziegler Inc		19,007.68	5 Transactions		
Final Total		309,645.30	219 Vendors	421 Transactions	