

POLK COUNTY BOARD

MEETING LOCATION: GOVERNMENT CENTER, CROOKSTON, MN

COMMISSIONERS ROOM

AGENDA

FEBRUARY 18, 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 Card Member Services, St. Louis, MO in the amount of \$14,763.76 for credit card purchases.
3. Approve payment to US Bank, St. Louis, MO in the amount of \$52,329.41 for p-card purchases.
4. Approve payment to Lyle Wilkens, Inc., Crookston, MN in the amount of \$24,671.00 for the Polk County Transfer Station-Landfill – Gas Vent Trench Construction Project.

COUNTY BOARD MEMBERS ISSUE FORUM

10:00 SARAH REESE- PUBLIC HEALTH

1. Memorandum of Agreement Between Public Health & HMO MN d/b/a Blue Plus
2. Out of State Travel Request – Sarah Reese
3. Resolution (2020-22) Accepting Financial Donations and Distribution to Polk County Public Health from the Crookston Noon Day Lions, Sisters in Spirit, Widseth, Smith & Nolting & the NW MN Foundation
4. Resolution (2020-23) Accepting Financial Donation on Behalf of Polk County Public Health from the MN Breastfeeding Coalition

10:15 KAREN WARMACK – SOCIAL SERVICES

1. Approval of 2020 Social Service Board Meeting Dates
2. Social Worker Replacement Request
3. Social Worker (CPS) Replacement Request
4. Memorandum of Understanding with NWMCH
5. Contract for Adult Mental Health Initiative with Sanford Behavioral Health Center
6. Crisis Mental Health Service Grant with Sanford Behavioral Health Center

10:25 RICHARD SANDERS - HIGHWAY

1. Out of State Travel Revised
2. 2020 Tandem Axle Diesel Truck
3. Tandem Axle Diesel Truck Equipment
4. 2020 Road Restriction Map
5. Approve Agreement 1036400 between Polk County & the State of MN for State Project No. 060-601-061
6. Approve Resolution (2020-24) MN Department of Transportation Agency Agreement No. 1036400

10:35 SAM MELBYE – TPSC & RON DENISON - FINANCE

1. County Ditch Levy Request for 2020

10:45 MICHELLE COTE – PROPERTY RECORDS

1. Resolution (2020-21) North Country Horsemen Gambling Permit(s)

BREAK

10:55

CHUCK WHITING – COUNTY ADMINISTRATOR

1. Approval to Fill Position Vacancy – Network Administrator in the MIS Department

11:00

CHUCK UPCRAFT, PFM CAPITAL IMPROVEMENT BONDS, WATERSHED BONDS SALE

1. Consideration of Resolution (2020-19) Authorizing Issuance, Awarding Sale, Prescribing the Form and Details and Providing for the Payment of \$2,935,000 General Obligation Capital Improvement Plan Bonds, Series 2020A
2. Consideration of Resolution (2020-20) Authorizing Issuance, Awarding Sale, Prescribing the Form and Details and Providing for the Payment of \$1,625,000 General Obligation Watershed District Refunding Bonds, Series 2020B

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

CC: CHUCK WHITING, POLK COUNTY ADMINISTRATOR

FROM: SARAH REESE, PUBLIC HEALTH DIRECTOR

MEETING DATE: February 18, 2020

AGENDA ITEM: Memorandum of Agreement

SUMMARY:

Memorandum of Agreement (MOA) between Polk County Public Health and HMO Minnesota d/b/a Blue Plus through December 31, 2022.

Desire to improve and expand access to dental services in the following counties: Polk, Norman, Mahnomen, Red Lake, Pennington and Marshall. MOA to support PCPH in hiring an individual to serve as a Dental Innovations Coordinator to serve the 6 counties. The total sum payable to PCPH for the responsibilities under the MOA shall be \$96,000 annually. Agreement reviewed annually.

ACTION REQUESTED: *Approval to accept the Memorandum of Agreement between HMO Minnesota d/b/a Blue Plus and Polk County Public Health.*

Memorandum of Agreement

This Memorandum of Agreement (“MOA”) and amendments thereto, is between Polk County Public Health (“PCPH”), 816 Marin Ave, Suite 125, Crookston, MN 56716, and HMO Minnesota d/b/a Blue Plus (“Blue Plus”), 3535 Blue Cross Road, Eagan MN 55122.

WHEREAS, Polk-Norman-Mahnomen Community Health Board is responsible by Minnesota Statute 145A, for promoting the health of Polk, Norman and Mahnomen County residents;

WHEREAS, Blue Plus is a licensed Minnesota non-profit Health Maintenance Organization that contracts with the Minnesota Department of Human Services as a managed care organization to provide certain services to enrollees in Minnesota Health Care Programs;

WHEREAS, PCPH and Blue Plus desire to improve and expand access to dental services for individuals covered by Minnesota Health Care Programs in the following counties: Polk, Norman, Mahnomen, Red Lake, Pennington and Marshall (collectively referred to herein as the “Region”); and

WHEREAS, PCPH and Blue Plus desire to enter into this MOA to support PCPH in hiring an individual, or assigning current staff, to serve as a Dental Innovations Coordinator for the Region.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledge, it is mutually understood and agreed by and between the parties that:

I. PURPOSE & SCOPE

The purpose of this MOA is to clearly identify the roles and responsibilities of each party as they relate to funding support for the Dental Innovations Coordinator position. The Dental Innovations Coordinator position will provide services in support of improving and expanding access to dental services across the Region.

II. PCPH’S RESPONSIBILITIES UNDER THIS MOA INCLUDE (collectively, “PCPH Responsibilities”):

1. PCPH shall hire and employ, or assign current staff as, a Wellness Coordinator – Dental Innovations Coordinator (“Dental Innovations Coordinator”).
2. PCPH shall ensure that activities of the Dental Innovations Coordinator within the Region include: (i) education and innovative community engagement, (ii) bringing additional dental resources to the community, (iii) developing strategies and programming to expand the utilization of dental varnish application, and (iv) the performance of dental ombudsman responsibilities (e.g., referral and “connect to” services).
3. PCPH shall ensure that the Dental Innovations Coordinator works directly with public health, social services, clinic systems, dentists, schools, and dental providers to innovate, plan and manage solutions to improve and expand access to dental services in the Region.

4. PCPH shall prepare and timely submit required documentation. The parties shall mutually agree upon required documentation and timelines.
5. PCPH shall not sub-contract any of the PCPH Responsibilities described in this MOA without Blue Plus' prior written consent.

III. TERM OF MOA

This MOA shall be effective on January 1, 2020 (the "Effective Date") and shall remain in effect until December 31, 2020. In October of 2020, Blue Plus and PCPH will collaborate to evaluate the effectiveness of the PCPH Responsibilities in achieving the Target Outcomes and shall develop a recommendation for Blue Plus leadership with respect to continuation of (or cessation of) funding for the Dental Innovations Coordinator position beyond December 31, 2020. Notwithstanding the foregoing, the decision whether to continue funding beyond December 31, 2020 shall be made at Blue Plus' sole discretion. At Blue Plus' sole discretion, upon consulting with PCPH, the Dental Innovations Coordinator position may be extended for up to two (2) additional years, through December 31, 2022.

IV. COMPENSATION

Blue Plus has determined that it is in the best interest of itself and its members to provide PCPH with funding support for performing the PCPH Responsibilities described in Section II of this MOA. The total sum payable to PCPH for the PCPH Responsibilities under this MOA shall be \$96,000 annually, which shall be paid to PCPH by January 31, 2020 or within 30 days following Blue Plus' receipt of a properly submitted invoice from PCPH, whichever is later.

V. INTENTIONALLY OMITTED

VI. RELATIONSHIP OF THE PARTIES

This MOA is not intended to create, nor shall it be deemed or construed to create, any joint venture, partnership or any relationship among or between Blue Plus and PCPH other than that of independent entities contracting with each other solely for the purpose of carrying out the provisions of this MOA. Blue Plus is not responsible for withholding, and shall not withhold, FICA or any other employment-related taxes of any kind from any payments made to PCPH. Neither PCPH, its employees, nor any subcontracted personnel will be entitled to receive any benefits which employees of Blue Plus or its affiliates are entitled to receive, nor will PCPH, its employees or subcontracted personnel be entitled to receive from or through Blue Plus or its affiliates, workers' compensation, unemployment compensation, medical insurance, life insurance, or other benefits of employment on account of any payments made under this MOA.

This MOA is solely for the benefit of the parties and their respective successors and permitted assigns, and no other person or entity has any right, benefit, priority or interest

under, or because of the existence of, this MOA, except that Blue Plus affiliates will be deemed third party beneficiaries.

VII. STATEMENT OF NON-DISCRIMINATION

PCPH acknowledges, by execution of this MOA, that PCPH, in performing the PCPH Responsibilities contemplated under the terms of this MOA, will not discriminate against any person(s) on the basis of age, race, creed, color, national origin, ancestry, sex, physical or mental handicap, marital status, sexual orientation, military status, or status as a public assistance recipient.

VIII. INDEMNIFICATION AND GENERAL LIABILITY INSURANCE

Each party agrees that it 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 the other party and the results thereof.

It is the responsibility of PCPH to maintain such insurance that protects PCPH from claims which may arise out of or result from operations of PCPH under the terms of this MOA.

IX. GOVERNING LAW

This MOA shall be governed in all respects, whether as to validity, construction, capacity, performance, or otherwise, by the laws of the State of Minnesota.

X. CANCELLATION

This MOA can be terminated or canceled if any of the following occur:

PCPH agrees to treat all information acquired as confidential in nature. PCPH agrees to follow all applicable statutes, rules and policies relating to confidentiality and data privacy. Failure to comply with this will result in immediate termination of PCPH duties and possible prosecution according to penalties defined by law.

If PCPH fails to comply with the provisions of this MOA, Blue Plus may terminate this MOA without prejudice. The termination shall be effective three (3) business days after Blue Plus mails, by certified mail, return receipt requested, written notice of termination.

Blue Plus may cancel this MOA at any time in the event funding is lost or becomes unavailable for any reason upon written notice to PCPH. PCPH may cancel this MOA if Blue Plus fails to provide PCPH with funding support as described in Section IV, except in the case of breach by PCPH.

XI. AMENDMENTS

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

XII. NOTICE

Any notice to be given hereunder by either party to the other shall be in writing and may be effectuated by delivery of U.S. certified mail, return receipt requested. Notice hereunder shall be sufficient if properly addressed and made to:

Polk County Public Health
Attn: Sarah Reese, Public Health Director
816 Marin Ave.
Crookston, MN 56716

HMO Minnesota d/b/a Blue Plus
Attn: Beth Nelson, Medicaid Director
3535 Blue Cross Road
Eagan, MN 55122

XIII. EFFECTIVE DATE AND SIGNATURE

This MOA shall be effective as of February 18, 2020.

In Witness whereof, the parties have executed this MOA on the date(s) indicated below.

Blue Plus
Beth Nelson,
Medicaid Director
By

PCPH
Sarah Reese,
Public Health Director
By

Signature

Signature

Date

Date



Board of Commissioners

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

TO: POLK COUNTY BOARD OF COMMISSIONERS

CC: CHUCK WHITING, POLK COUNTY ADMINISTRATOR

FROM: SARAH REESE, PUBLIC HEALTH DIRECTOR

MEETING DATE: February 18, 2020

AGENDA ITEM: Out of State Travel Request Reese

SUMMARY:

Essentia Health -West Region was chosen as a grantee for the Bureau of Justice Rural Response to the Opioid Epidemic Grant for a \$650,000 award. This grant will build on and compliment work being done and planned thanks to the Upper Midwest Rural Opioid Response Implementation Project, the HOPE Project, the Impact Coalition, and Polk's Opioid Taskforce as many pieces are already in motion. Funding for local projects/programs in the Becker, Hubbard, Mahnomon, Polk, and Norman County and White Earth Reservation service area that will be directed by the Executive Team and the larger coalition.

I was asked to participate on the Executive Team which includes mandatory travel to the Washington DC area for specialized training and planning approximately three times during the next two years. The first face-to-face meeting is being held in conjunction with the Bureau of Justice Assistance- Comprehensive Opioid Abuse Program National Forum. It will be held in Arlington, Virginia, on March 10-12, 2020, and must be attended by the Executive Team members. *All expenses paid by grant funds.*

ACTION REQUESTED: *Approval for out of state travel for Sarah Reese to attend up to three Executive Team meetings in Washington, DC within the next 24 months, including the Rural Responses to the Opioid Epidemic Meeting and United We Stand: Bureau of Justice Assistance Supports Responding to America's Opioid Crisis forum. These meetings will be held in Arlington, Virginia, March 10-12, 2020.*



Board of Commissioners

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

TO: POLK COUNTY BOARD OF COMMISSIONERS

CC: CHUCK WHITING, POLK COUNTY ADMINISTRATOR

FROM: SARAH REESE, PUBLIC HEALTH DIRECTOR

MEETING DATE: February 18, 2020

AGENDA ITEM: Resolution Accepting Financial Donations and Distribution to Polk County Public Health

SUMMARY:

Request to accept donations from Sisters in Spirit, Northwest Minnesota Foundation, Crookston Lions and Widseth, Smith and Nolting to be used in support of the services and programming provided by Polk County Public Health.

ACTION REQUESTED: Resolution Accepting Financial Donations and Distribution to Polk County Public Health

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 18th day of February 2020 and that the same is a true and correct copy of the whole thereof.

WITNESS my hand and Official Seal of Polk County at Crookston, Minnesota this 18th day of February, 2020.

Charles S. Whiting
Polk County Administrator
Clerk of the Board



Board of Commissioners

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

TO: POLK COUNTY BOARD OF COMMISSIONERS

CC: CHUCK WHITING, POLK COUNTY ADMINISTRATOR

FROM: SARAH REESE, PUBLIC HEALTH DIRECTOR

MEETING DATE: February 18, 2020

AGENDA ITEM: Resolution 2 Accepting Financial Donation on Behalf of Polk County Public Health

SUMMARY:

The Minnesota Breastfeeding Coalition seed money project aims to improve health and eliminate disparities by reducing barriers to breastfeeding through building strong local coalitions and promoting breastfeeding friendly environments across Minnesota.

Request to accept \$1,196.50 financial donation from the Minnesota Breastfeeding Coalition to be used in support of the services and programming provided by Polk County Public Health.

ACTION REQUESTED: Resolution Accepting Financial Donation on Behalf of Polk County Public Health.

RESOLUTION OF THE POLK COUNTY
BOARD OF COMMISSIONERS

**Resolution Accepting Financial Donations to Polk County Public Health
from the Minnesota Breastfeeding Coalition**

RESOLUTION (2020-23)

The following resolution (2020-23) was offered by Commissioner:

WHEREAS, The Minnesota Breastfeeding Coalition has made a financial donation of \$1,196.50 in support of the Breastfeeding *Anytime, Anywhere Initiative* and the Crookston Area Childcare Association training supplies as part of PCPH's Polk County Breastfeeding Coalition; and

WHEREAS, Polk County Public Health wishes to have the County Board formally accept these financial donations.

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

1. The financial donation from the Minnesota Breastfeeding Coalition, which are listed above, hereby are accepted by the Polk County Board of Commissioners on behalf of Polk County Public Health to be used in support of PCPH's Polk County Breastfeeding Coalition.

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

STATE OF MINNESOTA)
) ss.
COUNTY OF POLK)

I, Charles S. Whiting, County Administrator to and Clerk of the Polk County Board of Commissioners do hereby certify that I have compared the foregoing resolution with the original resolution filed in my office on the 18th day of February 2020 and that the same is a true and correct copy of the whole thereof.

WITNESS my hand and Official Seal of Polk County at Crookston, Minnesota this 18th day of February, 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

TO: Polk County Board of Commissioners

FROM: Karen Warmack, Director

MEETING DATE: February 18, 2020

AGENDA ITEM: 2020 Social Service Board Meeting Dates

SUMMARY:

Social Service Board meetings will be held in the Polk County Board Room scheduled the third Tuesday monthly at 8:00 AM with the exception of June 16 scheduled at 1:00 PM and December 15 scheduled at 1:30 PM.

ACTION REQUESTED: (INFORMATION ONLY/MOTION/RESOLUTION)

1. Approval of 2020 Social Service Board meeting dates.

2020

SOCIAL SERVICE BOARD MEETINGS

| | |
|------------------------------|---------|
| JANUARY 21 | 8:00 am |
| FEBRUARY 18 | 8:00 am |
| MARCH 17 | 8:00 am |
| APRIL 21 | 8:00 am |
| MAY 19 | 8:00 am |
| JUNE 16 | 1:00 pm |
| JULY 21 ELECTION OF OFFICERS | 8:00 am |
| AUGUST 18 | 8:00 am |
| SEPTEMBER 15 | 8:00 am |
| OCTOBER 20 | 8:00 am |
| NOVEMBER 17 | 8:00 am |
| DECEMBER 15 | 1:30 pm |



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DATE: February 18, 2020

TO: POLK COUNTY BOARD OF COMMISSIONERS

FROM: Karen Warmack, Polk County Social Services Director

AGENDA ITEM: Social Worker Replacement Request

SUMMARY: Replacement of a Social Worker to work in Adult Services as a result of a resignation. Current open caseload size for long term care Social Workers is approximately 60 cases. Long Term Care Social Workers help elderly and disabled individuals make decisions about long term care services in the home or community settings.

ACTION REQUESTED: (MOTION)

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



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DATE: February 18, 2020

TO: POLK COUNTY BOARD OF COMMISSIONERS

FROM: Karen Warmack, Polk County Social Services Director

AGENDA ITEM: Social Worker (CPS) Replacement Request

SUMMARY: Replacement of a Social Worker (CPS) to work in Children's Services as a result of a resignation. Primary responsibilities include case management for Children's Mental Health/Child Welfare caseload.

ACTION REQUESTED: (MOTION)

Board approval to refill Social Worker (CPS), and any internal subsequent position vacancies occurring because of this action.



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TO: Polk County Board of Commissioners

FROM: Karen Warmack, Director

MEETING DATE: February 18, 2020

AGENDA ITEM: Memorandum of Understanding with NWMHC

SUMMARY:

Memorandum of Understanding with NWMHC in order to accommodate the temporary co-location of Polk County Staff in the NWMHC EGF office beginning February 1, 2020 until the conclusion of the renovations.

ACTION REQUESTED: (INFORMATION ONLY/MOTION/RESOLUTION)

Requesting Board Approval of Memorandum of Understanding with NWMHC

MEMORANDUM OF UNDERSTANDING (MOU)

The purpose of this understanding is to declare the intent and clarify expectations and level of support that the Northwestern Mental Health Center "NWMHC" and Polk County Social Services will provide to each other in order to accommodate the temporary co-location of Polk County staff in the NWMHC EGF space at 1422 Central Avenue NE, East Grand Forks, MN 56721. This temporary co-location is intended to take place during the period beginning February 1, 2020 until the conclusion of the renovations of the Polk County Social Service Center in East Grand Forks, MN.

Agreement:

The goal of this arrangement is to ensure NWMHC clients and NWMHC business remains confidential while Polk County staff co-locate office space at the NWMHC EGF clinic location. The following shall occur while co-locating:

- Polk County staff, shall remain in designated co-located spaces to maintain confidentiality unless assistance is needed from NWMHC staff. Only the staff who are assigned to co-locate in the NWMHC space shall have access to the space during hours of operation.
- Polk County may schedule the use of the board room meeting space if not already scheduled or occupied. The NWMHC Access Team will assist in scheduling.
- Any contact with NWMHC clients shall be for the purpose of scheduled appointments coordinated with NWMHC staff.
- Any clients seen while utilizing co-located space, information or interactions heard, seen or read, shall remain confidential and are applicable to HIPAA, 42CFR Part 2 and the MN Data Privacy Act.
- NWMHC shall provide up to two cubicle spaces to seat up to four Polk County staff to perform work.
- NWMHC shall provide two jacks at each workstation to be configured by Polk County's IT staff to run through their server during this temporary co-location. At the conclusion of the co-location

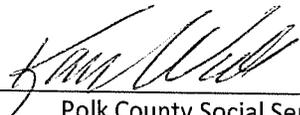
Polk County's IT staff will disconnect this configuration so it is available for NWMHC's network use.

- NWMHC shall provide guest internet Wi-Fi and have access to the building through the Polk County badge system.
- NWMHC shall not provide access to NWMHC computer network.
- The NWMHC Access staff will be Polk County's point person for assistance if needed.

This memorandum may be terminated by either party giving the other party 60-day notice in writing.

Nothing in this MOU shall be deemed to be a commitment or obligation of funds from either party.

This MOU is at-will and may be modified with the mutual consent of the authorized individuals of both parties.

| | | |
|-----|---|----------------------------------|
| By: |  _____ Polk County Social Service Director "Agency" | <u>2-4-2020</u> _____ Date |
| By: | _____ Polk County Board Chairperson "Agency" | _____ Date |
| By: | _____ Polk County Attorney "Agency" | _____ Date |
| By: | _____ Northwestern Mental Health Center, CEO "Provider" | _____ Date |
| By: | _____ Northwestern Mental Health Center, Board Chairperson "Provider" | _____ Date |

QUALIFIED SERVICE ORGANIZATION/BUSINESS ASSOCIATE AGREEMENT
(QSO/BA AGREEMENT)

The Northwestern Mental Health Center (hereinafter referred to as "NWMHC") and Polk County Social Services hereby enter into an agreement whereby the NWMHC agrees to provide 2 temporary co-located spaces for up to 4 employees until the construction of the Polk County Social Service center is completed.

Because of this agreement, Polk County Social Service co-located staff members may indirectly come into contact with protected health data which may or may not include substance use information.

This Agreement shall remain in place until terminated by either party.

Furthermore, Polk County Social Services:

1. Acknowledges that in receiving, transmitting, transporting, storing, processing or otherwise dealing with any information received from NWMHC identifying or otherwise relating to the patients receiving services from NWMHC ('protected information'), it is fully bound by the provision of the federal regulations governing the Confidentiality of Alcohol and Drug Abuse Patient Records, 42 C.F.R. Part 2; and the Health Insurance Portability and Accountability Act (HIPAA), 45 C.F.R. Parts 142, 160, 162 and 164;
2. Agrees to resist any efforts in judicial proceedings to obtain access to the protected information except as expressly provided for in the regulations governing the Confidentiality of Alcohol and Drug Abuse Patient Records, 42 C.F.R. Part 2, as amended;
3. Agrees that it will not use or disclose protected information except as permitted or required by the Agreement or by law;
4. Agrees that, when the Polk County Social Services uses, discloses, or requests protected information it will limit the use, disclosure, or request to the minimum necessary;
5. Agrees that if the Polk County Social Services enters into a contract with any agent, including a subcontractor, the agent will agree to comply with 42 C.F.R. Part 2 and HIPAA, and, if the Polk County Social Services learns of a pattern or practice by the agency that is a material breach of the contract with the Polk County Social Services, to take reasonable steps to cure the breach or terminate the contract, if feasible;
6. Agrees to comply with HIPAA's security provisions with regard to electronic protected health information, and to use appropriate safeguards to prevent the unauthorized use or disclosure of the protected information;
7. Agrees to report breaches of protecting information to NWMHC;

8. Agrees to report to NWMHC any use or disclosure of the protected information not provided for in this Agreement of which it becomes aware.

Terms:

- a. Polk County Social Services shall provide notification to NWMHC within one (1) business day.
 - b. Notification shall be transmitted to NWMHC verbally, in person, via telephone or via interactive telecommunications to the Privacy Officer (or any other Officer of NWMHC in his/her absence) and followed up in writing via secure e-mail or standard mail;
9. Agrees to ensure that any agency, including a subcontractor, to whom the Polk County Social Services provides protected information received from NWMHC, or creates or receives on behalf of NWMHC, agrees to the same restrictions and conditions that apply through this Agreement to the Polk County Social Services with respect to such information;

10. Agrees to provide access, as appropriate to the terms of the service description, to the protected information at the request of NWMHC, or to an individual as directed by NWMHC, in order to meet the requirements of 45 C.F.R. § 164.524 which provides patients with the right to access and copy their own protected information.

Terms:

- a. Polk County Social Services shall provide this information to NWMHC within five (5) business days to allow Northwestern Mental Health Center the ability to comply with its internal policies and procedures guiding access to records by its patients;
11. Agrees to make any amendments to the protected information as directed or agreed to by NWMHC pursuant to 45 C.F.R. § 164.524.

Terms:

- a. Polk County Social Services agrees to make amendments referenced in this paragraph within five (5) business days from the date of request;
12. Agrees to make available its internal practices, books, and records including policies and procedures, relating to the use and disclosure of protected information received from NWMHC, or created or received by the Polk County Social Services on behalf of NWMHC, to NWMHC or to the Secretary of the Department of Health and Human Services for purposes of the Secretary determining NWMHC's compliance with HIPAA

Terms:

- a. Polk County Social Services agrees to make records referenced in this paragraph available within five (5) business days from the date of request;
13. Agrees to document disclosures of protected information, and information related to such disclosures, as would be required for NWMHC to respond to a request by an individual for an accounting of disclosures in accordance with 45 C.F.R. § 164.528

Terms:

- a. Polk County Social Services agrees to make records referenced in this paragraph available within five (5) business days from the date of request;

14. Agrees to provide NWMHC or an individual in accordance with paragraph (10) of this agreement to permit NWMHC to respond to a request by an individual for an accounting of disclosures in accordance with 45 C.F.R. § 164.528

Terms:

- a. Polk County Social Services agrees to make records referenced in this paragraph available within five (5) business days from the date of request;

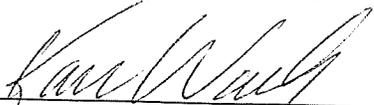
Termination

1. NWMHC may terminate this agreement immediately if it determines that the Polk County Social Services has violated any material term.

Terms:

- a. NWMHC shall notify Polk County Social Services of termination of this Agreement for cause via verbal notification to the signatory of this Agreement or his/her designee/replacement with follow up in writing.
2. Either party may choose to terminate this Agreement by notifying the other party, in writing, with a thirty-day (30) notice.
 3. Upon termination of this Agreement for any reason, Polk County Social Services shall return or destroy all protected information received from NWMHC, or created or received by the Polk County Social Services on behalf of NWMHC. This provision shall apply to protected information that is in the possession of subcontractors or agency of Polk County Social Services. The Polk County Social Services shall retain no copies of the protected information.
 4. In the event that the Polk County Social Services determines that returning or destroying the protected information is infeasible, the Polk County Social Services shall notify NWMHC of the conditions that make return or destruction infeasible
Terms:
 - a. The Polk County Social Services shall notify NWMHC in writing, within five (5) business days of its determination that return or destruction of protected information to NWMHC is infeasible.
 - b. NWMHC may choose to accept this determination or to request further information regarding the infeasibility of return or destruction of records.
 5. Upon notification that the return or destruction of the protected information is infeasible, the Polk County Social Services shall extend the protections of this Agreement to such protected information and limit further uses and disclosures of the information to those purposes that make the return or destruction infeasible, as long as, the Polk County Social Services maintains the information.
 - a. In the event of the sale, merger or other transfer of ownership/responsibility for Polk County Social Services, the Polk County Social Services shall notify NWMHC of this change. Successors of the Polk County Social Services are responsible for the terms and conditions of this agreement.
 - b. In the event of the closure/dissolution of Polk County Social Services, protected information shall be returned or destroyed.

Execution of this Agreement occurs on the date signed by all parties.

By:  2-4-20
Polk County Social Service Director
"Agency" Date

By: _____
Polk County Board Chairperson
"Agency" Date

By: _____
Polk County Attorney
"Agency" Date

By: _____
Northwestern Mental Health Center, CEO
"Provider" Date

By: _____
Northwestern Mental Health Center, Board Chairperson
"Provider" Date



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: February 18, 2020

TO: POLK COUNTY BOARD OF COMMISSIONERS

FROM: Karen Warmack, Polk County Social Services Director

AGENDA ITEM: Contract for Adult Mental Health Initiative with Sanford Behavioral Health Center.

SUMMARY: Sanford will provide adult mental health services as part of the Adult Mental Health Initiative to Counties in the Northwest 8 which includes Polk, Norman, Mahnommen, Red Lake, Kittson, Marshall, Roseau and Pennington.

ACTION REQUESTED: (MOTION)

Board approval to accept the contract with Sanford Behavioral Health Center to provide adult mental health services as part of the Adult Mental Health Initiative in the amount of \$358,520.

PURCHASE OF SERVICES AGREEMENT

THIS AGREEMENT is made for the period January 1, 2020, through December 31, 2020, between Sanford Network North dba Sanford Behavioral Health Center (“Provider”) and Polk County (“Agency”).

WHEREAS, Provider provides, inter alia, certain behavioral health crisis services, collectively “the Services”; and

WHEREAS, the Agency wishes to purchase the Services from Provider; and

WHEREAS, Provider represents that it is duly qualified and willing to perform such Services; and

WHEREAS, the northwest Minnesota counties participating under this Agreement are: Kittson, Mahnomen, Marshall, Norman, Pennington, Polk, Red Lake, and Roseau, hereafter referred to as the Northwest 8. The Northwest 8 counties have agreed to assign Polk County to act as fiscal agent on their collective behalf, and will abide by any host county provisions agreed to herein.

NOW THEREFORE, in consideration of the covenants herein contained, the parties hereto have entered into this Agreement under the terms and conditions set forth below:

1 Crisis Services (Northwest 8)

1.1 Crisis Response (Adult - MS 256B.0624, Child – MS 256B.0944)

1.1.1 Provider hereby agrees to assist Agency in meeting the Agency’s obligation to provide its residents with crisis mental health services for adults and children as identified by the above statutes.

1.1.2 Provider and Agency agree that the below definitions of mental health crisis/emergency are appropriate for a response by Provider’s crisis team. Provider may respond to situations that do not specifically align with either of the below definitions. Each such situation will be evaluated for appropriateness of response.

1.1.2.1 Mental health crisis - a situation in which an individual is exhibiting extreme emotional disturbance or behavioral distress, considering harm to self or others, disoriented or out of touch with reality, has a compromised ability to function (behavior is in serious deviation of baseline level of functioning), or is otherwise agitated and unable to be calmed (e.g. crying uncontrollably for an extended period of time), and whose current condition is not related to the influence of intoxicating or illicit substances.

1.1.2.2 Mental health emergency - a life threatening situation in which an individual is imminently threatening harm to self or others, severely

disorientated or out of touch with reality, has a severe inability to function, or is otherwise distraught and out of control, and whose current condition is not related to the influence of intoxicating or illicit substances.

- 1.1.3 Time of day – Provider agrees to employ sufficient staff to provide face to face crisis response services 24 hours per day, 7 days per week. Response times will vary depending on the location of the response, and the number of responses being handled at that time.
- 1.1.4 Location of response – It is expected that in the vast majority of crisis responses that the Provider team would respond to either a health care facility, law enforcement center, or school, although Provider crisis response teams can respond to other locations. Response to other locations is at the sole discretion of Provider and is dependent upon the crisis worker’s assessment of the safety/security of the environment. Responses occurring after dark and/or to non-public locations are more likely to require law enforcement presence as a safety precaution.
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 - 1.1.5.3 If after the Provider crisis team member has released the member of law enforcement, and the client’s condition worsens and the crisis team member deems law enforcement’s presence necessary, the crisis team member will recall law enforcement, and a member of law enforcement will return.
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- 1.1.8 Medication administration – Provider crisis team does not administer medication or arrange administration of such medication. If the crisis occurs in a medical center/hospital setting, it is the responsibility of the medical center/hospital to arrange necessary medication administration.
- 1.1.9 Level of credential - Responses will, whenever possible, be handled entirely at the mental health practitioner level, in consultation with a professional.
- 1.1.10 Inclement weather – If the weather conditions deteriorate to an extent the county sheriff or Minnesota Department of Transportation advises no travel in the crisis team member’s county or the county in which the crisis is occurring, crisis response teams will not be dispatched.
- 1.1.11 Direct service rates – Whenever possible Provider will bill third party insurance for crisis response services. In the event that a client is not covered by third party insurance or the client’s insurance does not cover crisis services, Provider will bill Agency in accordance with the following medical assistance billing methodology: crisis response services will be billed under Medicaid guidelines, in which one crisis hour is defined as 31 minutes or greater (e.g. a 90 minute crisis would be billed as 1 hour, and a 91 minute crisis would be billed as 2 hours). Direct service will be billed at Provider’s reasonable and customary rates per crisis hour depending on the level of credential of the individual responding to the crisis. Rates as of the first day of the contract period are as follows.

1.1.11.1 Practitioner: \$175

1.1.11.2 Professional: \$205

- 1.1.12 Eligibility for services - Crisis line staff will make the preliminary determination of a client’s eligibility for Services, and contact the crisis responder on call. The crisis response staff on call will make the final determination as to whether a crisis dispatch is warranted.

1.2 Invoicing – Fee-for-Service - Crisis Response/Stabilization

- 1.2.1 Provider shall send Agency monthly invoices for direct service charges not paid by the crisis client’s third party insurance. If a client does not have insurance, or the client’s insurance does not cover the service, the county will be billed for 100% of the charges. If a client’s insurance remittance indicates

a patient responsible portion (e.g. copay, deductible, spend down, etc.) those charges will be invoiced to Agency.

- 1.2.2 In the event that at some point during the year direct service billings exceed the dollars available to Agency to reimburse direct services, Provider will continue to bill for those Services, but will write-off 100% of the remaining charges.
- 1.2.3 In the event that an uninsured or underinsured person uses crisis response services provided within the Northwest 8's territory and that uninsured or underinsured person is not a resident of the Northwest 8's territory, Agency agrees to act as guarantor for that crisis response claim.
- 1.2.4 In the event that following a patient's visit the patient receives third party insurance coverage that is retroactive to a date on or before the patient's visit, and Agency notifies Provider of the change at least five business days prior to the third party payor's timely filing deadline, Provider will refund to Agency an amount equivalent to the amount previously paid by Agency minus the patient responsible balance reported by the third party insurance carrier for that visit. Coverage notifications occurring after this time will result in charges on those dates of service remaining the responsibility of Agency.

1.3 Invoicing –Non-Fee-for-Service

- 1.3.1 Provider will send an invoice to Agency during April, July, October, and December in the amounts listed below.

- 1.3.1.1 (See Exhibit A for annual maximums)

- 1.3.1.2 If additional monies should become available to Agency during the term of this agreement, they may be made available to Provider to provide additional services subject to the terms of this agreement. Funds may be moved among budgeted BRASS codes within percentage guidelines allowed by state law.

- 1.3.1.3 It is the expectation of Agency that all funds allocated to Provider under this agreement will be used to serve the mental health needs of residents of Agency counties. If allocated monies happen to exceed the costs of the program in a given year, Agency expects the excess will be invested completely into projects benefiting the behavioral health of Agency county residents.

1.4 Statistical Tracking

- 1.4.1 Provider will track the number of crisis response/stabilization visits, broken out by county, for all Northwest 8 counties, and submit the statistics to the Northwest 8 coordinator on a quarterly basis.
- 1.4.2 County placement notification – In the interest of continuity of care, Provider will notify the relevant county intake worker of all placements whenever possible. According to Minnesota Statutes 256B.0944 § 6f (child), 256B.0624 § 4c-10 (adult), if the client receiving Services is under county case

management, Provider will ask the client if he or she is receiving case management and if the client responds affirmatively and discloses the case manager's name, Provider will contact the case manager notify/coordinate any ongoing services. If the client receiving Services is not under county case management, Provider will inform the client of possible services offered by the county, request that client sign a release of information document and, if signed, contact the county intake worker to inform the county of a possible need for additional services. Provider will document whether or not the client signed the release of information in its medical record system.

- 1.4.3 Provider will regularly (approximately weekly) send emails to Northwest 8 directors, or designee, who have requested such communication, indicating the dates, locations, and dispositions of crises that occurred during the previous period within the region.
- 1.4.4 Per HIPAA regulations, no patient identifying information for patients whose direct service funding originated from a non-Agency source will be released to Agency or its designee.
- 1.5 Grievance procedure – Agency and Provider agree that timely reporting of disputes is critical to the success of the relationship set forth under this agreement. Therefore, Agency will report incident(s) relating to Provider's breach of the terms of this contract to Provider at the earliest possible time to allow the claim to be researched and adjustments to be made, if necessary.

2 Miscellaneous

- 2.1 Additional Provider commitments – Provider shall:
 - 2.1.1 Inform Agency of any developments which may have a significant bearing on Provider's ability to deliver any of the Services covered by this Agreement.
 - 2.1.2 Charge fees for Services which do not unreasonably exceed the actual cost of providing such Services.
 - 2.1.3 Provide Services in a manner consistent with sound business/medical practice and in compliance with Provider's policies and procedures, including any compliance programs and business conduct codes.
 - 2.1.4 Reasonably cooperate with Agency in attempting to maximize the Agency's opportunity to make use of non-Agency sources of funding.
 - 2.1.5 Not do any work nor furnish any material not covered by this Agreement on behalf of Agency unless it is approved in writing by the Agency.
- 2.2 Additional Agency commitments – Agency shall:
 - 2.2.1 Where Services provided by Provider cannot be billed within the current Agreement period, Provider will bill the Agency and the Agency agrees to remit funding for those Services from the following Agreement period's funds.

- 2.3 General liability insurance - Provider will at all times during the term of this Agreement have and keep in force a general liability insurance policy in the amount of one million dollars (\$1,000,000) for bodily injury or property damage to any one person and three million dollars (\$3,000,000) for total injuries or damages arising from any one occurrence.
- 2.4 Professional liability insurance - Provider must also maintain professional liability insurance with a minimum aggregate amount of one million dollars (\$1,000,000).
- 2.5 Indemnity – Provider and Agency agree to indemnify and hold each other harmless against any and all cost, damage, expense, claim, liability, civil fine and penalty, including (but not limited to) court costs and reasonable attorneys’ fees incurred by the other party arising out of or in connection with that party’s negligence or failure to comply with all such laws, ordinances, rules and regulations. The indemnity provisions set forth in this section shall survive the expiration or early termination of this Agreement, and shall include but not be limited to any claims arising:
 - 2.5.1 By reason of any Service client’s suffering personal injury, death, or property loss or damages either while participating in or receiving from Provider the Services to be furnished by Provider under this Agreement, or while on premises owned, leased or operated by Provider, or while being transported to or from said premises in any vehicle owned, operated, chartered, or otherwise contracted for by Provider when the cause of such injury or loss is due to Provider’s negligent or intentional acts; or
 - 2.5.2 By reason of any Service client’s causing injury to, or damage to, the property of another person during any time when Provider or its assign, or employee thereof has undertaken or is furnishing the care and Service called for under this Agreement when the cause of such injury or loss is due to Provider’s negligent or intentional acts.
- 2.6 Bonding – Provider shall obtain and maintain at all times during the term of this Agreement, a fidelity bond covering the activity of its personnel authorized to receive or distribute monies. Such bond shall be in the amount of not less than \$100,000.
- 2.7 Confidential information – Both Provider and Agency agree that all information with respect to the operations and business of the other party gained during the negotiations leading up to this Agreement, and from the performance of the Agreement, will be held in confidence and will not be divulged to any unauthorized person without prior written consent of the other, except for access required by law regulation, and third party reimbursement agreements.
- 2.8 HIPAA and HITECH - Provider agrees that it is a “covered entity” as defined in the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and Health Information Technology for Economic and Clinical Health Act (HITECH) of 2009, and is in compliance with privacy regulations, 45 C.F.R. § 165.500, et seq. ("Privacy Regulations") and all requirements with respect to individual identifying health information (IIHI) as defined in HIPAA. Use and disclosure of IIHI will require that all IIHI be: appropriately safeguarded; misuse appropriately reported; satisfactory assurances from any subcontractor(s) secured; individuals granted access and ability to

amend their IIII; accounting of disclosure made available; and applicable records released to the Agency or Department of Human Services. The provisions of this paragraph shall survive the termination of this Agreement.

- 2.9 Equal employment opportunity, civil rights, and nondiscrimination - (When applicable) Provider agrees to comply with the Civil Rights Act of 1964, Title VII (42 USC 2000e), including Executive Order No. 11246, and Title VI (42 USC 200d); and the Rehabilitation Act of 1973, as amended by Section 504; (When applicable) Provider certifies that it has received a certificate of compliance from the Commissioner of Human Rights pursuant to Minnesota Statutes, section 363.073 (1982).
- 2.10 Fair hearing and grievance procedures – Agency agrees to provide for a fair hearing and grievance procedure in conformance with Minnesota Statutes, section 256.045, and in conjunction with the fair Hearing and Grievance Procedures established by administrative rules of the State Department of Human Services.
- 2.11 Distinction of entities – This Agreement shall not be construed in any manner to make Provider personnel employees of Agency. Agency shall not be responsible for withholding of any taxes related to the contracting with Provider, including, but not limited to, State and Federal income tax and FICA taxes. Agency shall not be responsible for worker’s compensation benefits, unemployment compensation premiums, or any other benefits or obligations either required by law or provided by Agency to its own employees. Provider is an independent contractor with respect to Agency.
- 2.12 Staff selection and management - Provider agrees to furnish Agency with personnel who have the academic preparation, personal qualities, skills, licensure and experience necessary to meet relevant requirements and provide high quality Services to eligible residents in Agency’s jurisdiction. Selection of staff that will complete each Service covered under this Agreement is under Provider’s discretion and may change throughout the Agreement term as needs dictate. Provider will provide administrative and clinical supervision as necessary for personnel providing Services under this Agreement and assumes full responsibility for their conduct. Clinical supervision will be provided by a mental health professional.
- 2.13 Subcontracting – Provider may enter into subcontracts for any of the Services covered by this Agreement upon providing written notice to Agency. All subcontracts shall be subject to the requirements of this Agreement.
- 2.14 Audit and record disclosures – Provider shall:
 - 2.14.1 Allow the personnel of Agency, the Minnesota Department of Human Services, and the Department of Health and Human Services, or their designee, access to Provider’s facility and records related to the Services provided under this Agreement at reasonable hours and upon reasonable notice to exercise their responsibility to monitor purchased Services.
 - 2.14.2 Maintain all records pertaining to this Agreement (program and fiscal) for four years for audit purposes.

- 2.14.3 Comply with policies of the Minnesota Department of Human Services regarding social services recording and monitoring procedures, as defined in the Department of Human Services Social Services Manual, and the administrative rules of the State agency.
- 2.14.4 Make the results of any audits conducted by Provider, insofar as they pertain to Services covered by this Agreement, available to the Agency at the latter's request.
- 2.15 Conditions for termination
- 2.15.1 Medicare and Medicaid eligibility – Provider certifies as of the execution of this Agreement and continuing through the term of this Agreement, that neither it, its member, nor employed physicians providing Services under this Agreement, have been excluded from participation in any federal or state Medicare, Medicaid, or other third party payor program, nor is any such action pending. Provider shall notify Agency as soon as reasonably possible if such action is threatened or proposed. If at any time Provider, its member or employed physicians have been excluded, as described above, then Agency may immediately terminate this Agreement.
- 2.15.2 Statutory changes - It is agreed that the terms and conditions of this Agreement will be changed to reflect any change in and status of any state or federal law, rule, regulation, guideline or safe harbor regulation that has any material impact on either of the parties and of the parties' ability to legally carry out the spirit of the Agreement and their good faith intentions. If such amendments materially change the rights and obligations of the parties hereto, either party may then terminate this Agreement upon written notice of termination which shall be effective on the effective date of the state or federal law, rule, regulation, guideline or safe harbor regulation that necessitated the amendment or the expiration date of the then current term, whichever date is earlier.
- 2.15.3 Funding changes - The Agency agrees to inform Provider of any developments which may have a significant bearing on the Agency's ability to provide funds in accord with the amounts and principles contained in this Agreement. Should the Agency be unable to fulfill its financial obligations to Provider due to specific reductions in federal or state funds, the obligation of both parties shall cease following a 60-day advance notice.
- 2.15.4 Disbarment and Suspension – Current regulation may prohibit Agency from purchasing goods or services with federal money from vendors who have been suspended or debarred by the federal government. Similarly, Minnesota statutes may provide the Commissioner of the Department of Administration with the authority to debar and suspend vendors who seek to contract with Agency. Vendors may be suspended or debarred when it is determined, through a duly authorized hearing process, that they have abused the public trust in a serious manner. Provider certifies that it and its principals (officers, directors, owners, partners, and persons having primary management or supervisory responsibilities within a business entity (e.g. general managers,

plant manager, head of a subsidiary, division, or business segment, and similar positions)) and employees upon delivering local/state/federal funded services:

- 2.15.4.1 Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from transacting business by or with any federal, state, or local governmental department or agency.
 - 2.15.4.2 Have not within a three-year period preceding this contract:
 - 2.15.4.2.1 Been convicted of or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (federal, state, or local) transaction or contract.
 - 2.15.4.2.2 Violated any federal or state antitrust statutes.
 - 2.15.4.2.3 Committed embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property.
 - 2.15.4.3 Are not presently indicted or otherwise criminally or civilly charged by a governmental entity for:
 - 2.15.4.3.1 Commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (federal, state, or local) transaction
 - 2.15.4.3.2 Violating any federal or state antitrust statutes.
 - 2.15.4.3.3 Committing embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property.
 - 2.15.4.4 Are not aware of any information or possesses any knowledge that any subcontractor(s) that will perform work pursuant to this contract are in violation of any of the certifications set forth above.
 - 2.15.4.5 Shall immediately give written notice to the Agency should Provider come under investigation for allegations of fraud or a criminal offense in connection with obtaining, or performing: a public (federal, state or local government) transaction; violating any federal or state antitrust statutes; or committing embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property.
- 2.15.5 Other – Unless otherwise specified above, either party may terminate this Agreement with or without cause upon sixty (60) days prior written notice to the other party.

2.16 Conditions for modification

- 2.16.1 Any alterations, variation, modifications, or waivers of provisions of this Agreement will be valid only when they have been reduced to writing, and duly signed.
- 2.16.2 Unless otherwise specified above, if Provider is unable to or going to be unable to provide the required quality or quantity of Services it must notify Agency thirty (30) days before the service line is discontinued.

2.17 General terms

- 2.17.1 No waiver by either party or any term or provision of this Agreement shall be deemed to be a waiver of any other term or provision.
- 2.17.2 If any term or provision of this Agreement is now or hereafter determined to be invalid or unenforceable, such determination shall not impair the validity of the remainder of this Agreement.
- 2.17.3 The terms and provisions hereof shall be binding on and inure to the benefit of the successors and permitted assigns of the parties hereto.
- 2.17.4 This Agreement shall be construed in accordance with the laws of the State of Minnesota.
- 2.17.5 The Agreement is not assignable by either party without the prior written consent of the other party.
- 2.17.6 It is understood and agreed that the entire agreement of the parties is contained herein and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof, as well as any previous agreements presently in effect relating to the subject matter hereof.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be signed by their duly authorized representatives and have affixed their respective hands effective as of the day and year first mentioned above.

By: _____ Date: _____
Chair, Region 1 Adult Mental Health Initiative

By: _____ Date: _____
Director, Polk County Social Services

By: _____ Date: _____
Chairperson, Polk County Board

By: _____ Date: _____
Polk County Attorney

By: _____ Date: _____
Executive Director, Sanford Medical Center Thief River Falls

**EXHIBIT A
SANFORD CONTRACT
ADULT MENTAL HEALTH INITIATIVE GRANT
2020**

REVENUES

| | | |
|-----------------------------------|--|-------------------|
| ADULT MH INITIATIVE | | \$ 358,520 |
| ADULT MH INITIATIVE SPECIAL GRANT | | \$ - |
| TOTAL | | \$ 358,520 |

EXPENSES

| BRASS CODE | ITEM DESCRIPTION | | BUDGET |
|--------------|--|------------|-------------------|
| 4340 | Project Support, Coordination, Revenue enhancement | | \$ 5,433 |
| 4540 | Psychiatry Days - Outpatient Medication Management | | \$ - |
| 4340 | Housing Support/CSP NW Apartments, (non ARMHS) plus COLA | | \$ - |
| 4740 | Intensive Residential Treatment Services (IRTS) | | \$ 103,733 |
| 4030 | Outreach Activities | \$ 9,738 | |
| 4160 | Client Transportation | \$ 2,500 | |
| 4200 | Peer Support | \$ - | |
| 4340 | Other CSP | \$ 118,558 | \$ 249,354 |
| 4460 | Basic Living/Social Skills and Community (intensive ARMHS) | \$ 118,558 | |
| 4680 | Adult Day Treatment | \$ - | |
| 4340 | AMHI Coordinator | | \$ - |
| 4430 | Additional Housing Subsidy | | \$ - |
| TOTAL | | | \$ 358,520 |

The total contract amount is net of Flex Fund Distribution \$102,349

The total contract amount is net of Flex Fund County Housing Subsidy \$53,847

The total contract amount is net of PCSS Admin Fee \$10,000

The total contract amount is net of NWMHC Contract \$859,278

The total contract amount is net of LAC/Outreach Projects \$24,567



POLK COUNTY SOCIAL SERVICES

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DATE: February 18, 2020

TO: POLK COUNTY BOARD OF COMMISSIONERS

FROM: Karen Warmack, Polk County Social Services Director

AGENDA ITEM: Crisis Mental Health Service Grant with Sanford Behavioral Health Center

SUMMARY: Sanford will provide adult and children crisis services to Counties in the Northwest 8 which includes Polk, Norman, Mahnomon, Red Lake, Kittson, Marshall, Roseau and Pennington.

ACTION REQUESTED: (MOTION)

Board approval to accept the contract with Sanford Behavioral Health Center to provide crisis services to the Northwest 8 counties in the amount of \$370,000 for the period of January 1, 2020 through December 31, 2020.

PURCHASE OF SERVICES AGREEMENT

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- 1.1.9 Level of credential - Responses will, whenever possible, be handled entirely at the mental health practitioner level, in consultation with a professional.
- 1.1.10 Inclement weather – If the weather conditions deteriorate to an extent the county sheriff or Minnesota Department of Transportation advises no travel in the crisis team member’s county or the county in which the crisis is occurring, crisis response teams will not be dispatched.
- 1.1.11 Direct service rates – Whenever possible Provider will bill third party insurance for crisis response services. In the event that a client is not covered by third party insurance or the client’s insurance does not cover crisis services, Provider will bill Agency in accordance with the following medical assistance billing methodology: crisis response services will be billed under Medicaid guidelines, in which one crisis hour is defined as 31 minutes or greater (e.g. a 90 minute crisis would be billed as 1 hour, and a 91 minute crisis would be billed as 2 hours). Direct service will be billed at Provider’s reasonable and customary rates per crisis hour depending on the level of credential of the individual responding to the crisis. Rates as of the first day of the contract period are as follows.
 - 1.1.11.1 Practitioner: \$175
 - 1.1.11.2 Professional: \$205
- 1.1.12 Eligibility for services - Crisis line staff will make the preliminary determination of a client’s eligibility for Services, and contact the crisis responder on call. The crisis response staff on call will make the final determination as to whether a crisis dispatch is warranted.
- 1.2 Invoicing – Fee-for-Service - Crisis Response/Stabilization
 - 1.2.1 Provider shall send Agency monthly invoices for direct service charges not paid by the crisis client’s third party insurance. If a client does not have insurance, or the client’s insurance does not cover the service, the county will be billed for 100% of the charges. If a client’s insurance remittance indicates

a patient responsible portion (e.g. copay, deductible, spend down, etc.) those charges will be invoiced to Agency.

1.2.2 In the event that at some point during the year direct service billings exceed the dollars available to Agency to reimburse direct services, Provider will continue to bill for those Services, but will write-off 100% of the remaining charges.

1.2.3 In the event that an uninsured or underinsured person uses crisis response services provided within the Northwest 8's territory and that uninsured or underinsured person is not a resident of the Northwest 8's territory, Agency agrees to act as guarantor for that crisis response claim.

1.2.4 In the event that following a patient's visit the patient receives third party insurance coverage that is retroactive to a date on or before the patient's visit, and Agency notifies Provider of the change at least five business days prior to the third party payor's timely filing deadline, Provider will refund to Agency an amount equivalent to the amount previously paid by Agency minus the patient responsible balance reported by the third party insurance carrier for that visit. Coverage notifications occurring after this time will result in charges on those dates of service remaining the responsibility of Agency.

1.3 Invoicing –Non-Fee-for-Service

1.3.1 Provider will send an invoice to Agency during April, July, October, and December in the amounts listed below.

1.3.1.1 \$75,000.00 (See Exhibit A for annual maximums)

1.3.1.2 If additional monies should become available to Agency during the term of this agreement, they may be made available to Provider to provide additional services subject to the terms of this agreement. Funds may be moved among budgeted BRASS codes within percentage guidelines allowed by state law.

1.3.1.3 It is the expectation of Agency that all funds allocated to Provider under this agreement will be used to serve the mental health needs of residents of Agency counties. If allocated monies happen to exceed the costs of the program in a given year, Agency expects the excess will be invested completely into projects benefiting the behavioral health of Agency county residents.

1.4 Statistical Tracking

1.4.1 Provider will track the number of crisis response/stabilization visits, broken out by county, for all Northwest 8 counties, and submit the statistics to the Northwest 8 coordinator on a quarterly basis.

1.4.2 County placement notification – In the interest of continuity of care, Provider will notify the relevant county intake worker of all placements whenever possible. According to Minnesota Statutes 256B.0944 § 6f (child), 256B.0624 § 4c-10 (adult), if the client receiving Services is under county case

management, Provider will ask the client if he or she is receiving case management and if the client responds affirmatively and discloses the case manager's name, Provider will contact the case manager notify/coordinate any ongoing services. If the client receiving Services is not under county case management, Provider will inform the client of possible services offered by the county, request that client sign a release of information document and, if signed, contact the county intake worker to inform the county of a possible need for additional services. Provider will document whether or not the client signed the release of information in its medical record system.

- 1.4.3 Provider will regularly (approximately weekly) send emails to Northwest 8 directors, or designee, who have requested such communication, indicating the dates, locations, and dispositions of crises that occurred during the previous period within the region.
- 1.4.4 Per HIPAA regulations, no patient identifying information for patients whose direct service funding originated from a non-Agency source will be released to Agency or its designee.
- 1.5 Grievance procedure – Agency and Provider agree that timely reporting of disputes is critical to the success of the relationship set forth under this agreement. Therefore, Agency will report incident(s) relating to Provider's breach of the terms of this contract to Provider at the earliest possible time to allow the claim to be researched and adjustments to be made, if necessary.

2 Miscellaneous

- 2.1 Additional Provider commitments – Provider shall:
 - 2.1.1 Inform Agency of any developments which may have a significant bearing on Provider's ability to deliver any of the Services covered by this Agreement.
 - 2.1.2 Charge fees for Services which do not unreasonably exceed the actual cost of providing such Services.
 - 2.1.3 Provide Services in a manner consistent with sound business/medical practice and in compliance with Provider's policies and procedures, including any compliance programs and business conduct codes.
 - 2.1.4 Reasonably cooperate with Agency in attempting to maximize the Agency's opportunity to make use of non-Agency sources of funding.
 - 2.1.5 Not do any work nor furnish any material not covered by this Agreement on behalf of Agency unless it is approved in writing by the Agency.
- 2.2 Additional Agency commitments – Agency shall:
 - 2.2.1 Where Services provided by Provider cannot be billed within the current Agreement period, Provider will bill the Agency and the Agency agrees to remit funding for those Services from the following Agreement period's funds.

- 2.3 General liability insurance - Provider will at all times during the term of this Agreement have and keep in force a general liability insurance policy in the amount of one million dollars (\$1,000,000) for bodily injury or property damage to any one person and three million dollars (\$3,000,000) for total injuries or damages arising from any one occurrence.
- 2.4 Professional liability insurance - Provider must also maintain professional liability insurance with a minimum aggregate amount of one million dollars (\$1,000,000).
- 2.5 Indemnity – Provider and Agency agree to indemnify and hold each other harmless against any and all cost, damage, expense, claim, liability, civil fine and penalty, including (but not limited to) court costs and reasonable attorneys’ fees incurred by the other party arising out of or in connection with that party’s negligence or failure to comply with all such laws, ordinances, rules and regulations. The indemnity provisions set forth in this section shall survive the expiration or early termination of this Agreement, and shall include but not be limited to any claims arising:
- 2.5.1 By reason of any Service client’s suffering personal injury, death, or property loss or damages either while participating in or receiving from Provider the Services to be furnished by Provider under this Agreement, or while on premises owned, leased or operated by Provider, or while being transported to or from said premises in any vehicle owned, operated, chartered, or otherwise contracted for by Provider when the cause of such injury or loss is due to Provider’s negligent or intentional acts; or
- 2.5.2 By reason of any Service client’s causing injury to, or damage to, the property of another person during any time when Provider or its assign, or employee thereof has undertaken or is furnishing the care and Service called for under this Agreement when the cause of such injury or loss is due to Provider’s negligent or intentional acts.
- 2.6 Bonding – Provider shall obtain and maintain at all times during the term of this Agreement, a fidelity bond covering the activity of its personnel authorized to receive or distribute monies. Such bond shall be in the amount of not less than \$100,000.
- 2.7 Confidential information – Both Provider and Agency agree that all information with respect to the operations and business of the other party gained during the negotiations leading up to this Agreement, and from the performance of the Agreement, will be held in confidence and will not be divulged to any unauthorized person without prior written consent of the other, except for access required by law regulation, and third party reimbursement agreements.
- 2.8 HIPAA and HITECH - Provider agrees that it is a “covered entity” as defined in the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and Health Information Technology for Economic and Clinical Health Act (HITECH) of 2009, and is in compliance with privacy regulations, 45 C.F.R. § 165.500, et seq. ("Privacy Regulations") and all requirements with respect to individual identifying health information (IIHI) as defined in HIPAA. Use and disclosure of IIHI will require that all IIHI be: appropriately safeguarded; misuse appropriately reported; satisfactory assurances from any subcontractor(s) secured; individuals granted access and ability to

amend their IIHI; accounting of disclosure made available; and applicable records released to the Agency or Department of Human Services. The provisions of this paragraph shall survive the termination of this Agreement.

- 2.9 Equal employment opportunity, civil rights, and nondiscrimination - (When applicable) Provider agrees to comply with the Civil Rights Act of 1964, Title VII (42 USC 2000e), including Executive Order No. 11246, and Title VI (42 USC 200d); and the Rehabilitation Act of 1973, as amended by Section 504; (When applicable) Provider certifies that it has received a certificate of compliance from the Commissioner of Human Rights pursuant to Minnesota Statutes, section 363.073 (1982).
- 2.10 Fair hearing and grievance procedures – Agency agrees to provide for a fair hearing and grievance procedure in conformance with Minnesota Statutes, section 256.045, and in conjunction with the fair Hearing and Grievance Procedures established by administrative rules of the State Department of Human Services.
- 2.11 Distinction of entities – This Agreement shall not be construed in any manner to make Provider personnel employees of Agency. Agency shall not be responsible for withholding of any taxes related to the contracting with Provider, including, but not limited to, State and Federal income tax and FICA taxes. Agency shall not be responsible for worker’s compensation benefits, unemployment compensation premiums, or any other benefits or obligations either required by law or provided by Agency to its own employees. Provider is an independent contractor with respect to Agency.
- 2.12 Staff selection and management - Provider agrees to furnish Agency with personnel who have the academic preparation, personal qualities, skills, licensure and experience necessary to meet relevant requirements and provide high quality Services to eligible residents in Agency’s jurisdiction. Selection of staff that will complete each Service covered under this Agreement is under Provider’s discretion and may change throughout the Agreement term as needs dictate. Provider will provide administrative and clinical supervision as necessary for personnel providing Services under this Agreement and assumes full responsibility for their conduct. Clinical supervision will be provided by a mental health professional.
- 2.13 Subcontracting – Provider may enter into subcontracts for any of the Services covered by this Agreement upon providing written notice to Agency. All subcontracts shall be subject to the requirements of this Agreement.
- 2.14 Audit and record disclosures – Provider shall:
 - 2.14.1 Allow the personnel of Agency, the Minnesota Department of Human Services, and the Department of Health and Human Services, or their designee, access to Provider’s facility and records related to the Services provided under this Agreement at reasonable hours and upon reasonable notice to exercise their responsibility to monitor purchased Services.
 - 2.14.2 Maintain all records pertaining to this Agreement (program and fiscal) for four years for audit purposes.

- 2.14.3 Comply with policies of the Minnesota Department of Human Services regarding social services recording and monitoring procedures, as defined in the Department of Human Services Social Services Manual, and the administrative rules of the State agency.
- 2.14.4 Make the results of any audits conducted by Provider, insofar as they pertain to Services covered by this Agreement, available to the Agency at the latter's request.

2.15 Conditions for termination

- 2.15.1 Medicare and Medicaid eligibility – Provider certifies as of the execution of this Agreement and continuing through the term of this Agreement, that neither it, its member, nor employed physicians providing Services under this Agreement, have been excluded from participation in any federal or state Medicare, Medicaid, or other third party payor program, nor is any such action pending. Provider shall notify Agency as soon as reasonably possible if such action is threatened or proposed. If at any time Provider, its member or employed physicians have been excluded, as described above, then Agency may immediately terminate this Agreement.
- 2.15.2 Statutory changes - It is agreed that the terms and conditions of this Agreement will be changed to reflect any change in and status of any state or federal law, rule, regulation, guideline or safe harbor regulation that has any material impact on either of the parties and of the parties' ability to legally carry out the spirit of the Agreement and their good faith intentions. If such amendments materially change the rights and obligations of the parties hereto, either party may then terminate this Agreement upon written notice of termination which shall be effective on the effective date of the state or federal law, rule, regulation, guideline or safe harbor regulation that necessitated the amendment or the expiration date of the then current term, whichever date is earlier.
- 2.15.3 Funding changes - The Agency agrees to inform Provider of any developments which may have a significant bearing on the Agency's ability to provide funds in accord with the amounts and principles contained in this Agreement. Should the Agency be unable to fulfill its financial obligations to Provider due to specific reductions in federal or state funds, the obligation of both parties shall cease following a 60-day advance notice.
- 2.15.4 Disbarment and Suspension – Current regulation may prohibit Agency from purchasing goods or services with federal money from vendors who have been suspended or debarred by the federal government. Similarly, Minnesota statutes may provide the Commissioner of the Department of Administration with the authority to debar and suspend vendors who seek to contract with Agency. Vendors may be suspended or debarred when it is determined, through a duly authorized hearing process, that they have abused the public trust in a serious manner. Provider certifies that it and its principals (officers, directors, owners, partners, and persons having primary management or supervisory responsibilities within a business entity (e.g. general managers,

plant manager, head of a subsidiary, division, or business segment, and similar positions)) and employees upon delivering local/state/federal funded services:

2.15.4.1 Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from transacting business by or with any federal, state, or local governmental department or agency.

2.15.4.2 Have not within a three-year period preceding this contract:

2.15.4.2.1 Been convicted of or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (federal, state, or local) transaction or contract.

2.15.4.2.2 Violated any federal or state antitrust statutes.

2.15.4.2.3 Committed embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property.

2.15.4.3 Are not presently indicted or otherwise criminally or civilly charged by a governmental entity for:

2.15.4.3.1 Commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (federal, state, or local) transaction

2.15.4.3.2 Violating any federal or state antitrust statutes.

2.15.4.3.3 Committing embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property.

2.15.4.4 Are not aware of any information or possesses any knowledge that any subcontractor(s) that will perform work pursuant to this contract are in violation of any of the certifications set forth above.

2.15.4.5 Shall immediately give written notice to the Agency should Provider come under investigation for allegations of fraud or a criminal offense in connection with obtaining, or performing: a public (federal, state or local government) transaction; violating any federal or state antitrust statutes; or committing embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property.

2.15.5 Other – Unless otherwise specified above, either party may terminate this Agreement with or without cause upon sixty (60) days prior written notice to the other party.

2.16 Conditions for modification

- 2.16.1 Any alterations, variation, modifications, or waivers of provisions of this Agreement will be valid only when they have been reduced to writing, and duly signed.
- 2.16.2 Unless otherwise specified above, if Provider is unable to or going to be unable to provide the required quality or quantity of Services it must notify Agency thirty (30) days before the service line is discontinued.

2.17 General terms

- 2.17.1 No waiver by either party or any term or provision of this Agreement shall be deemed to be a waiver of any other term or provision.
- 2.17.2 If any term or provision of this Agreement is now or hereafter determined to be invalid or unenforceable, such determination shall not impair the validity of the remainder of this Agreement.
- 2.17.3 The terms and provisions hereof shall be binding on and inure to the benefit of the successors and permitted assigns of the parties hereto.
- 2.17.4 This Agreement shall be construed in accordance with the laws of the State of Minnesota.
- 2.17.5 The Agreement is not assignable by either party without the prior written consent of the other party.
- 2.17.6 It is understood and agreed that the entire agreement of the parties is contained herein and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof, as well as any previous agreements presently in effect relating to the subject matter hereof.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be signed by their duly authorized representatives and have affixed their respective hands effective as of the day and year first mentioned above.

By: _____ Date: _____
Chair, Region 1 Adult Mental Health Initiative

By: _____ Date: _____
Director, Polk County Social Services

By: _____ Date: _____
Chairperson, Polk County Board

By: _____ Date: _____
Polk County Attorney

By: _____ Date: _____
Executive Director, Sanford Medical Center Thief River Falls

**EXHIBIT A
SANFORD CONTRACT
ADULT & CHILDREN CRISIS GRANT
2020**

REVENUES

| | | |
|-----------------------|----|---------|
| ADULT CRISIS GRANT | \$ | 248,734 |
| CHILDREN CRISIS GRANT | \$ | 128,241 |
| TOTAL | \$ | 376,975 |

EXPENSES

| BRASS CODE | ITEM DESCRIPTION | BUDGET |
|-------------------|---|-------------------|
| ADULT | | |
| 416, 431, 436 | CRISIS RESPONSE SERVICES | \$ 90,339 |
| 431, 436 | ON CALL STAFF | \$ 39,508 |
| 436 | RESIDENTIAL CRISIS STABILIZATION | \$ - |
| 431 | PHONE TRIAGE AND DISPATCH | \$ - |
| 431 | ADMINISTRATIVE/SUPP STAFF/OTH ADMIN COSTS | \$ 117,983 |
| 431 | PUBLIC OUTREACH/EDUCATION | \$ 904 |
| SUB -TOTAL | | \$ 248,734 |
| CHILDREN | | |
| 416, 432 | CRISIS RESPONSE SERVICES | \$ 46,616 |
| 432 | ON CALL STAFF | \$ 20,381 |
| 432 | PHONE TRIAGE AND DISPATCH | \$ - |
| 432 | ADMINISTRATIVE/SUPP STAFF/OTH ADMIN COSTS | \$ 60,779 |
| 432 | PUBLIC OUTREACH/EDUCATION | \$ 465 |
| SUB -TOTAL | | \$ 128,241 |
| TOTAL | | \$ 376,975 |

The Adult Crisis Services amount is net of NWMHC Adult Crisis Services \$326,548 & Transportation & Direct Services \$19,800

The Child Crisis Services amount is net of NWMHC Child Crisis Services \$171,179 & Transportation & Direct Services \$10,200

The total contract amount is net of NWMHC Crisis Contract \$497,727 & Transportation & Direct Services \$30,000

This includes \$5,129.32 carryover from the Counties Transportation and \$1,845.75 on call from 2019



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: ~~12-17-2019~~ 02/18/2020

AGENDA ITEM: Out of State Travel Revised

SUMMARY:

1. Out of state travel request from 1/1/2020 – August 1, 2020 was approved on 12/17/2019
2. List attached showing where, when, and entity paying for travel was provided but I had a wrong date on the MN Transportation Alliance Fly-in
3. New Date is May 19-21, 2020

ACTION REQUESTED: (INFORMATION ONLY/MOTION/RESOLUTION)

1. A motion was made by _____ seconded by _____ to approved revised Out of State Travel Request as shown on attached.

2020 Out of State Travel

2/29/2020 NACo Legislative Conference – Washington DC – NACE/County

3/10/2020 ConExpo – Las Vegas - NACE

4/17/2020 NACE Annual Conference – Orange Beach AL - County

5/19/2020 MN Transportation Alliance Fly In – Washington DC - County

7/17/2020 NACo Annual Conference – Orange County FL - County

7/26/2020 NLTAPA Annual Conference – Seattle – State/County



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: 02-18-2020

AGENDA ITEM: 2020 Tandem Axle Diesel Trucks

SUMMARY:

1. Attached is the abstract of quotes received to furnish a (1) Tandem Axle Diesel Trucks
2. Lowest responsible quote is I State Truck Center Inver Grove Heights, MN at a total price of \$116,522.00.

ACTION REQUESTED: (INFORMATION ONLY/MOTION/RESOLUTION)

1. A motion by _____ seconded by _____ to award the quote to I State Truck Center of Inver Grove Heights, MN in the amount of \$116,522.00.

ONE (1) TANDEM AXLE DIESEL TRUCKS

| ITEM - DESCRIPTION | REQUIRED SPECS | STATE CONTRACT NUSS TRUCK EQUIP. | STATE CONTRACT - I STATE TRUCK CENTER INNER GROVE HEIGHTS, MN |
|-----------------------------|----------------|--|---|
| MAKE | | 2019 MACK | 2021 FREIGHTLINER |
| MODEL | | AF GRANITE 64FR | 114SD |
| GROSS BID | | \$123,859.00 | \$116,522.00 |
| GROSS VEHICLE WT. (LBS.) | 57,000 (MIN) | COMPLY | COMPLY |
| ENGINE LITERS (DIESEL) | 12.8 Liter | 12.8 LITER | 12.8 LITER |
| TRANSMISSION (AUTOMATIC) | 6 SPEED (MIN) | ALLISON 4500 RDS | ALLISON 4500 RDS |
| DELIVERY DATE | | 90 DAYS | 90 DAYS |
| WARRANTY (Additional Costs) | | 7 year/250,000 miles Engine - \$4,625.00 7year/250,000 miles Exhaust Aftertreatment System - \$1,008.00 | 7 year/250,000 miles Full Coverage included |
| TOAL PRICE WITH WARRANTY | | \$129,492.00 | \$116,522.00 |
| SERVICE/PARTS CENTER | | RDO Mack, GF | FORKS FREIGHTLINER, GF |
| RECOMMENDATION | | | |

Considerations

- Warranties
- Delivery Date
- Parts & Service Abilability
- Inventory Costs

RH



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: 02-18-2020

AGENDA ITEM: Tandem Axle Diesel Truck Equipment

SUMMARY:

1. Attached is the abstract of quotes received to furnish snowplow equipment for the Tandem Axle Diesel Truck we purchased today.
2. Lowest responsible quote is ____ at a total cost of \$_____.

ACTION REQUESTED: (INFORMATION ONLY/MOTION/RESOLUTION)

1. A motion by _____ seconded by _____ to award the quote to ____ in the amount of _____.

TANDEM AXLE TRUCK EQUIPMENT

| ITEM - DESCRIPTION | REQUIRED SPECS | BERT'S TRUCK EQUIPMENT - MOORHEAD MN | TOWMASTER LITCHFIELD, MN | |
|----------------------------------|----------------|--------------------------------------|--|--|
| BOX MAKE | | CRYSTEEL | TOWMASTER | |
| MODEL | ELLIPTICAL | ELLIPTICAL | ELLIPTICAL | |
| HOIST | SCISSORS TYPE | ROLLER COMBO | FRONT VERTICAL | |
| PLOW EQUIPMENT | FALLS | FALLS | FALLS | |
| TOTAL PRICE - PER UNIT | | \$114,728.00 | \$119,828.00 | |
| price does not include sales tax | | | | |
| DELIVERY DATE | | 8 WKS. | 8 - 12 WEEKS | |
| WARRANTY | | 5 YR. LIMITED WARRANTY | HYD. 2 YR. BOX & LIGHTS 5 YR. HOISTS 3 & 4 YR. | |
| SERVICE/PARTS CENTER | | BERT'S | TOWMASTER | |
| RECOMMENDATION | | | | |
| | | MN STATE CONTRACT | MN STATE CONTRACT | |

- Considerations
- Warranties
- Delivery Date
- Parts & Service Availability
- Inventory Costs

RH



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: 02-18-2020

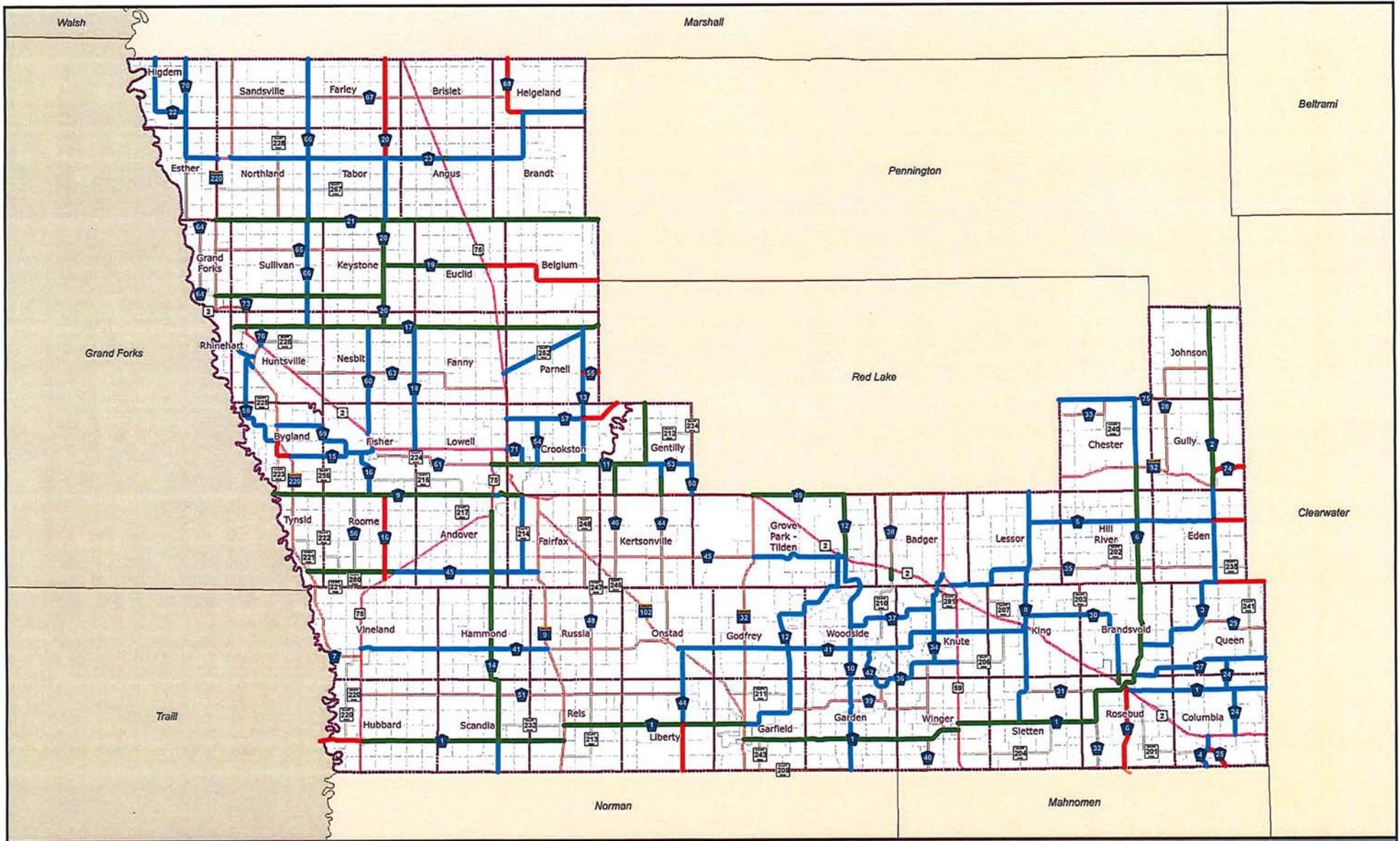
AGENDA ITEM: 2020 Road Restriction Map

SUMMARY:

1. Changes are as follows:
2. CSAH 41 from CSAH 14 to TH 9 – 9 ton

ACTION REQUESTED: (INFORMATION ONLY/MOTION/RESOLUTION)

1. A motion was made by _____ seconded by _____ to approve the 2020 Polk County Road Restriction Map.



2020 ROAD RESTRICTIONS



These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any liability as to their performance, merchantability, or fitness for any particular purpose.



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: 2/18/2020

AGENDA ITEM: 1. Approve Agreement 1036400 between Polk County & the State of MN for State Project No. 060-601-061
2. Approve Resolution (2020-24) MN Department of Transportation Agency Agreement No. 1036400

SUMMARY:

Will be overlaying CSAH 1 from CSAH 10 to TH 59 using Federal Funds. These Funds are 2021 funds and will be available in October of 2020

1. Need to approve agreement so we can let this spring and construct this summer
2. Need to approve resolution

ACTION REQUESTED: (INFORMATION ONLY/MOTION/RESOLUTION)

1. A motion by __seconded by __to approve Agreement 1036400 and allow the Administrator and Board Chair to sign the agreement
2. Approve Resolution (2020-24) MN Department of Transportation Agency Agreement No. 1036400



STATE OF MINNESOTA
AGENCY AGREEMENT
for
FEDERAL PARTICIPATION IN ADVANCE CONSTRUCTION

State Project Number: 060-601-061

FAIN Number: STPF 6020(171)

This agreement is entered into by and between Polk County ("Local Government") and the State of Minnesota acting through its Commissioner of Transportation ("MnDOT").

RECITALS

1. MnDOT Contract Number dcp(1030060) which has been executed between the Local Government and MnDOT, appoints MnDOT as the Local Government's agent to receive and disburse transportation related federal funds, and sets forth duties and responsibilities for letting, payment, and other procedures for a federally funded contract let by the Local Government; and
2. Pursuant to Minnesota Statutes Section 161.36, the Local Government desires MnDOT to act as the Local Government's agent to accept and disburse federal funds for the construction, improvement, or enhancement of transportation financed in whole or in part by federal funds, hereinafter referred to as the "Project"; and
3. The Local Government is proposing a federal aid project to construct bituminous overlay of CSAH 1, hereinafter referred to as the "Project"; and
4. The Project is eligible for the expenditure of federal aid funds and is programmed in the approved federally approved STIP for the fiscal year 2021, and is identified in MnDOT records as State Project 060-601-061, and in Federal Highway Administration ("FHWA") records as Minnesota Project STPF 6020(171); and
5. The Local Government desires to proceed with the construction of the project in advance of the year it is programmed for the federal funds; and
6. It is permissible under Federal Highway Administration procedures to perform advance construction of eligible projects with non-federal funds, with the intent to request federal funding for the federally eligible costs in a subsequent federal fiscal year(s), if sufficient funding and obligation authority are available; and
7. The Local Government desires to temporarily provide Local Government State Aid and/or other local funds in lieu of the federal funds so that the project may proceed prior to the fiscal year(s) designated in the STIP; and
8. MnDOT requires that the terms and conditions of this agency be set forth in an agreement.

AGREEMENT TERMS

1. Term of Agreement

- 1.1. **Effective Date.** This agreement will be effective upon execution by the Local Government and by appropriate State officials, pursuant to Minnesota Statutes Section 16C.05, and will remain in effect for five (5) years from the effective date or until all obligations set forth in this agreement have been satisfactorily

SAMPLE RESOLUTION FOR AGENCY AGREEMENT

BE IT RESOLVED, that pursuant to Minnesota Stat. Sec. 161.36, the Commissioner of Transportation be appointed as Agent of Polk County to accept as its agent, federal aid funds which may be made available for eligible transportation related projects.

BE IT FURTHER RESOLVED, the * (Mayor/Chairman) and the * (Clerk/Auditor) are hereby authorized and directed for and on behalf of Polk County to execute and enter into an agreement with the Commissioner of Transportation prescribing the terms and conditions of said federal aid participation as set forth and contained in "Minnesota Department of Transportation MnDOT Contract Number 1036400," a copy of which said agreement was before the County Board and which is made a part hereof by reference.

Titles of persons authorized to sign on behalf of the County

SAMPLE CERTIFICATION

STATE OF MINNESOTA

COUNTY OF POLK

I hereby certify that the foregoing Resolution is a true and correct copy of the Resolution presented to and adopted by local agency name at a duly authorized meeting thereof held on the ____ day of _____, 20__, as shown by the minutes of said meeting in my possession.

Clerk/Auditor

Notary Public

My Commission expires _____

(SEAL)



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

FROM: Sam Melbye, TPSC Supervisor, Ron Denison Finance Director

MEETING DATE: February 18, 2020

AGENDA ITEM: County Ditch Levy request for 2020

SUMMARY: Review of recommendation for County Ditch Levy Assessments
Payable 2020.

ACTION REQUESTED:

Please consider the following motion:

“ A motion to approve the ditch levy assessments payable 2020 totaling \$ 194,000, as presented.”

Attachment: 2020 ditch levy worksheet

Applicable MN Statutes: 103E.735, 103E.351

Polk County Ditch Levy Assessments, Payable 2020

For County Board Approval Tuesday, February 18, 2020

| DITCH NUMBER | BENEFITTED ACRES | LENGTH OF DITCH IN MILES | Ideal Balance * | Actual Cash Bal 12/31/2019 | 2020 New Levy Amount | Est Avg COST Per Acre | Explanation | Area |
|-----------------------|------------------|--------------------------|-----------------|----------------------------|----------------------|-----------------------|--|---|
| 19 | 11,413.36 | 9.00 | 20,250 | (840.89) | 1,000.00 | \$ 0.09 | work done 2019, \$1,900 | Roome, Vineland |
| 48 | 5,325.22 | 9.75 | 21,938 | (1,137.04) | 2,000.00 | \$ 0.38 | work done, 2018, 2019, \$4,800 | Rosebud |
| 49 | 2,277.19 | 3.20 | 7,200 | (208.72) | 500.00 | \$ 0.22 | work done 2018, \$1,300 | Rosebud, Sletten |
| 55 | 5,108.97 | 10.10 | 22,725 | (11,309.61) | 12,000.00 | \$ 2.35 | work done, 2018,2019, \$12,000 | King, Brandsvold, Rosebud |
| 59 | 8,536.16 | 11.70 | 26,325 | (593.00) | 1,000.00 | \$ 0.12 | work done, 2018, 2019, \$2,900 | Eden, Hill River |
| 65 | 5,497.93 | 7.30 | 16,425 | (277.94) | 500.00 | \$ 0.09 | work done, 2018, 2019, \$8,500 | Godfrey |
| 72 | 17,787.23 | 20.00 | 45,000 | (4,358.89) | 5,000.00 | \$ 0.28 | work done, 2017, 2018,2019, \$18,900 | Grove Park, Tilden, Godfrey, Onstad |
| 79 | 23,777.24 | 3.30 | 7,425 | (2,505.13) | 3,000.00 | \$ 0.13 | work done 2019, \$ 6,300 | Andover, Farifax, Godfrey, Onstad, Russia |
| 83 | 1,754.70 | 4.20 | 9,450 | (179.21) | 500.00 | \$ 0.28 | work done, 2017, 2018,2019, \$2,200 | Rosebud |
| 90 | 5,002.70 | 10.70 | 24,075 | (23,026.54) | 23,500.00 | \$ 4.70 | Redeterm. exp. 2013, work done 2017, \$4,500 | Russia, Hammond, Vineland |
| 93 | 4,449.72 | 8.50 | 19,125 | (115,318.01) | 22,000.00 | \$ 4.94 | Redeterm. exp. 2013, work done 2017, \$67,940 | Hammond, Vineland |
| 109 | 13,301.00 | 22.50 | 50,625 | (5,701.20) | 6,000.00 | \$ 0.45 | work done, 2018, 2019, \$26,900 | Gully, Johnson |
| 121 | 1,482.52 | 1.50 | 3,375 | (56.84) | 500.00 | \$ 0.34 | work done, 2018, 2019, \$300 | Bransvold, Hill River |
| 125 | 1,683.50 | 1.00 | 2,250 | (7,767.28) | 4,000.00 | \$ 2.38 | work done 2019, \$ 18,100 | Fisher, Lowell |
| 126 | 27,342.47 | 15.50 | 34,875 | (17,160.68) | 17,500.00 | \$ 0.64 | work done, 2017, 2018,2019, \$21,000 | Parnell, Fanny, Nesbit, Huntsville (north border) |
| 163 | 2,080.13 | 3.50 | 7,875 | (81.90) | 500.00 | \$ 0.24 | outlet charges to Red Lake | Bygland, Fisher |
| State ditch 61 | 24,903.47 | 6.50 | 14,625 | (8,514.97) | 9,000.00 | \$ 0.36 | work done/prof. svcs. 2018, 2019, \$27,000 | Chester, Gully, Johnson, Trail City |
| Joint County Ditch 3 | 2,458.47 | 1.40 | 3,150 | (93.41) | 500.00 | \$ 0.20 | pmts.to RL & Pennington, work done 2018, \$2,100 | Johnson |
| Joint County Ditch 60 | 21,581.71 | 20.00 | 45,000 | (27,789.22) | 16,000.00 | \$ 0.74 | cost share pmts. To RL & Pennington, work, \$ 37,000 | Belgium, Parnell, Crookston |
| Joint County Ditch 66 | 10,333.23 | 8.50 | 19,125 | (12,853.34) | 13,000.00 | \$ 1.26 | pmt. To RL \$13,300, work done 2019, \$500 | Tilden, Gentilly |
| Joint Ditch # 72 | 13,996.00 | 17.00 | 38,250 | (33,018.58) | 34,000.00 | \$ 2.43 | pmts. To RL \$15,700, work/svcs 2018 2019, \$44,500 | Gully, Johnson |
| 176 | 7,910.98 | 6.80 | 15,300 | (21,758.02) | 22,000.00 | \$ 2.78 | work done, 2018, 2019, \$ 32,700 | Rosebud, Sletten |
| TOTAL LEVY | | | | | 194,000.00 | | | |



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

FROM: Michelle M. Cote, Director of Property Records.

MEETING DATE: February 18, 2020

AGENDA ITEM: Gambling Permit Resolution

SUMMARY:

The North Country Horsemen are seeking permit approval for raffle(s) to be held at The Snow Sled Inn Bar & Grill.

Completed application has been submitted

ACTION REQUESTED: (INFORMATION ONLY/MOTION/RESOLUTION)

See attached resolution

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: North Country Horsemen Previous Gambling Permit Number: X93977
 Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: 47-4676692
 Mailing Address: PO Box 161
 City: Middle River State: Mn Zip: 56737 County: Marshall
 Name of Chief Executive Officer (CEO): Kristi Westlund
 CEO Daytime Phone: (218) 686-7440 CEO Email: Kwesttlund@gmail.com
(permit will be emailed to this email address unless otherwise indicated below)
 Email permit to (if other than the CEO): b.christians@hotmail.com

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

- Fraternal Religious Veterans Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

- A current calendar year Certificate of Good Standing**
 Don't have a copy? Obtain this certificate from:
 MN Secretary of State, Business Services Division
 60 Empire Drive, Suite 100
 St. Paul, MN 55103
Secretary of State website, phone numbers:
www.sos.state.mn.us
 651-296-2803, or toll free 1-877-551-6767
- IRS income tax exemption (501(c)) letter in your organization's name**
 Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.
- IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
 If your organization falls under a parent organization, attach copies of both of the following:
 1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
 2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Snow Sked Inn Bar & Grill
 Physical Address (do not use P.O. box): 26035 180th Ave SW Crookston, Mn 56716
 Check one:
 City: _____ Zip: _____ County: _____
 Township: Gentilly Zip: 56716 County: POLK
 Date(s) of activity (for raffles, indicate the date of the drawing): 8-22-2020

Check each type of gambling activity that your organization will conduct:

- Bingo Paddlewheels Pull-Tabs Tipboards Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

**CITY APPROVAL
for a gambling premises
located within city limits**

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- The application is denied.

Print City Name: _____

Signature of City Personnel: _____

Title: _____ Date: _____

The city or county must sign before submitting application to the Gambling Control Board.

**COUNTY APPROVAL
for a gambling premises
located in a township**

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
- The application is denied.

Print County Name: Polk

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)

On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: Kristi Westlund Date: 2/7/2020
(Signature must be CEO's signature; designee may not sign)

Print Name: Kristi Westlund

REQUIREMENTS

- Complete a separate application for:**
 - all gambling conducted on two or more consecutive days; or
 - all gambling conducted on one day.
- Only one application is required if one or more raffle drawings are conducted on the same day.
- Financial report to be completed within 30 days after the gambling activity is done:**
A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.
- Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

MAIL APPLICATION AND ATTACHMENTS

- Mail application with:**
 - _____ a copy of your proof of nonprofit status; and
 - _____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is \$100; otherwise the fee is \$150. Make check payable to **State of Minnesota**.
- To:** Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113
- Questions?**
Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format (i.e. large print, braille) upon request.

An equal opportunity employer

**Office of the Minnesota Secretary of State
Certificate of Good Standing**

I, Steve Simon, Secretary of State of Minnesota, do certify that: The business entity listed below was filed pursuant to the Minnesota Chapter listed below with the Office of the Secretary of State on the date listed below and that this business entity is registered to do business and is in good standing at the time this certificate is issued.

Name: North Country Horsemen
Date Filed: 05/15/1974
File Number: L-730
Minnesota Statutes, Chapter: 317A
Home Jurisdiction: Minnesota

This certificate has been issued on: 04/05/2019



Steve Simon

Steve Simon
Secretary of State
State of Minnesota

RESOLUTION OF THE POLK COUNTY
BOARD OF COMMISSIONERS

North Country Horsemen Gambling Permit(s)

RESOLUTION (2020-21)

The following resolution (2020-21) was offered by Commissioner:

WHEREAS, The North Country Horsemen, Middle River, MN has presented a Minnesota Lawful Gambling premises permit application to be approved by the Polk County Board of Commissioners for gambling activities at the Snow Sled Inn Bar & Grill, Crookston, MN 56716 in Gentilly Township to sell raffle tickets.

WHEREAS, The Gentilly Team under the North Country Horsemen Trails to Treatment is an active dedicated group raising funds for the mission of assisting those in need of funding during their treatment of cancer.

WHEREAS, The North Country Horsemen have presented a Certificate of Good Standing from the Minnesota Secretary of State

WHEREAS, The dates of the drawing(s) are to be 08/22/2020.

NOW THEREFORE BE IT RESOLVED, That the Board of Commissioners does hereby approve the Minnesota Lawful Gambling permit application(s) for the above dates for the North Country Horsemen of Middle River, Minnesota to conduct gambling activities specifically raffles in the Township of Gentilly at The Snow Sled Inn Bar & Grill 26035 180th AVE SW Crookston, MN 56716.

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

STATE OF MINNESOTA)
) ss.
COUNTY OF POLK)

I, Charles S. Whiting, County Administrator to and Clerk of the Polk County Board of Commissioners do hereby certify that I have compared the foregoing resolution with the original resolution filed in my office on the 18th day of February 2020 and that the same is a true and correct copy of the whole thereof.

WITNESS my hand and Official Seal of Polk County at Crookston, Minnesota this 18th day of February, 2020.

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



Board of Commissioners

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

TO: POLK COUNTY BOARD OF COMMISSIONERS

FROM: CHUCK WHITING, POLK COUNTY ADMINISTRATOR

MEETING DATE: February 18, 2020

AGENDA ITEM: Approval to Fill Position Vacancy – Network Administrator in
the MIS Department

SUMMARY: Evan Bruggeman has been promoted to Director of Management Information Systems, thereby creating a vacancy in his existing position to be filled.

1. I am very pleased to have Evan Bruggeman move into the MIS Department Director's position. He is starting February 17. His Network Administrator position is a key department position and should be filled as soon as possible.

ACTION REQUESTED: Motion and action to fill the Network Administrator position in the MIS Department.



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: February 18, 2020

AGENDA ITEM: Consideration of Resolutions Authorizing the Issuance of
General Obligation Capital Improvement Plan Bonds, Series
2020A and General Obligation Watershed Refunding Bonds,
Series 2020B

SUMMARY: Chuck Upcraft from PFM will be at the Board meeting for the awarding of the two bond sales scheduled, one for the capital improvements bond and the other for refinancing 2012 Sand Hill Watershed bonds.

1. Mr. Upcraft will review the bond sales bids for each and recommend which to award. The background information was presented at the February 4 Board meeting and those materials are still available for your review in that packet on line.

ACTION REQUESTED: Motions and actions to award the two bond sales as presented at the meeting February 18.

**CERTIFICATION OF MINUTES RELATING TO
\$[2,935,000] GENERAL OBLIGATION CAPITAL IMPROVEMENT PLAN BONDS
SERIES 2020A**

Issuer: Polk County, Minnesota

Governing Body: Board of County Commissioners

Kind, date, time and place of meeting: A regular meeting held at 9:30 a.m. on Tuesday, February 18, 2020, in the County Commissioners Room at the Polk County Government Center.

Members present:

Members absent:

Documents Attached:

Minutes of said meeting (including):

RESOLUTION NO. (2020-19)

**RESOLUTION AUTHORIZING ISSUANCE, AWARDING SALE,
PRESCRIBING THE FORM AND DETAILS AND PROVIDING FOR THE
PAYMENT OF \$[2,935,000] GENERAL OBLIGATION CAPITAL
IMPROVEMENT PLAN BONDS, SERIES 2020A**

I, the undersigned, being the duly qualified and acting recording officer of the public corporation issuing the bonds referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting, so far as they relate to said bonds; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS my hand officially as such recording officer on February 18, 2020.

Charles S. Whiting, County Administrator
Clerk of the Board

It was reported that Polk County sealed proposals for the purchase of the Bonds were received prior to 10:00 A.M., Central Time, on Tuesday, February 18, 2020, pursuant to the Official Statement distributed to potential purchasers of the Bonds by PFM Financial Advisors LLC, municipal advisor to the County. The proposals have been publicly opened, read and tabulated and were found to be as follows:

(See Attached)

RESOLUTION OF THE POLK COUNTY
BOARD OF COMMISSIONERS

RESOLUTION NO. (2020-19)

**RESOLUTION AUTHORIZING ISSUANCE, AWARDED SALE,
PRESCRIBING THE FORM AND DETAILS AND PROVIDING
FOR THE PAYMENT OF \$[2,935,000] GENERAL OBLIGATION
CAPITAL IMPROVEMENT PLAN BONDS, SERIES 2020A**

The following resolution (2020-19) was offered by Commissioner:

BE IT RESOLVED, By the Board of County Commissioners (the "Board") of Polk County, Minnesota (the "County"), as follows:

SECTION 1. AUTHORIZATION AND SALE.

1.01. Authorization. On December 17, 2019 and continued to January 7, 2020, this Board held a public hearing on the adoption of its Capital Improvement Plan (the "Plan") and the question of issuing General Obligation Capital Improvement Plan Bonds, pursuant to Minnesota Statutes, Section 373.40 in an amount not to exceed \$3,400,000 for the purpose of financing costs of the construction of various capital improvements included in the Plan (the "Improvements"), after notice duly published in the official newspaper of the County as set forth in Minnesota Statutes, Section 373.40, subdivision 2. No petition requesting a vote on the question of adopting the Plan or issuing the bonds was filed within 30 days of January 7, 2020. By resolution duly adopted on January 7, 2020, this Board authorized the issuance, and called for the sale on the date hereof, of its General Obligation Capital Improvement Plan Bonds, Series 2020A (the "Bonds"), to finance the Improvements (the "Project"), pursuant to Minnesota Statutes, Section 373.40 and Chapter 475.

The maximum principal and interest to become due in any year on the Bonds and all other bonds issued by the County under Minnesota Statutes, Section 373.40 (\$[]) is less than 0.12 percent (\$6,779,817.72) of the estimated market value of property in the County (approximately \$5,649,848,100.00). This Board hereby finds that the Bonds may be issued without an election pursuant to Minnesota Statutes, Section 373.40, subdivision 2.

1.02. Sale. Pursuant to the Official Statement prepared on behalf of the County by PFM Financial Advisors LLC, proposals for the purchase of the Bonds were received at or before the time specified for receipt of proposals. The proposals have been opened, publicly read and considered and the purchase price, interest rates and net interest cost under the terms of each proposal have been determined. The most favorable proposal received is that of [] of [], (the "Purchaser"). It is hereby determined to issue the Bonds in the principal amount of \$[] at a price of \$[] (representing the principal amount of \$[2,935,000], [plus/minus] an original issue [premium/discount] of \$[] less an underwriter's discount of \$[]), and upon the further terms and conditions set forth herein.

1.03. Award. The sale of the Bonds is hereby awarded to the Purchaser, and the Chairperson and County Administrator are hereby authorized and directed to execute a contract on behalf of the County for the sale of the Bonds in accordance with the Official Statement. The good faith deposit of the Purchaser shall be retained and deposited by the County until the Bonds have been delivered, and shall be deducted from the purchase price paid at settlement.

1.04. Issuance of Bonds. All acts, conditions and things which are required by the Constitution and laws of the State of Minnesota to be done, to exist, to happen and to be performed precedent to and in the valid issuance of the Bonds having been done, now existing, having happened and having been performed, it is now necessary for the Board to establish the form and terms of the Bonds, to provide security therefor and to issue the Bonds forthwith.

SECTION 2. BOND TERMS; REGISTRATION; EXECUTION AND DELIVERY.

2.01. Maturities; Interest Rates; Denominations and Payment. The Bonds shall be originally dated as of March 12, 2020, shall be in the denomination of \$5,000 each, or any integral multiple thereof, of single maturities. The Bonds shall mature on February 1 in the years and amounts stated below, and shall bear interest from date of original issue until paid or duly called for redemption at the annual rates set forth opposite such years and amounts, as follows:

| <u>Maturity</u> | <u>Principal Amount</u> | <u>Rate</u> | <u>Maturity</u> | <u>Principal Amount</u> | <u>Rate</u> |
|-----------------|-------------------------|-------------|-----------------|-------------------------|-------------|
| 2021 | \$ | % | 2027 | \$ | % |
| 2022 | | | 2028 | | |
| 2023 | | | 2029 | | |
| 2024 | | | 2030 | | |
| 2025 | | | 2031 | | |
| 2026 | | | | | |

[REVISE MATURITY SCHEDULE FOR TERM BONDS]

The Bonds shall be issuable only in fully registered form. The interest thereon and, upon surrender of each Bond, the principal amount thereof shall be payable by check or draft issued by the Registrar described herein, provided that, so long as the Bonds are registered in the name of a securities depository, or a nominee thereof, in accordance with Section 2.07 hereof, principal and interest shall be payable in accordance with the operational arrangements of the securities depository.

2.02. Dates and Interest Payment Dates. Upon initial delivery of the Bonds pursuant to Section 2.06 and upon any subsequent transfer or exchange pursuant to Section 2.05, the date of authentication shall be noted on each Bond so delivered, exchanged or transferred. Interest on the Bonds shall be payable semiannually on February 1 and August 1, commencing August 1, 2020, each such date being referred to herein as an Interest Payment Date, to the person in whose name the Bonds are registered on the Bond Register, as hereinafter defined, at the Registrar's close of

business on the fifteenth day of the calendar month next preceding such Interest Payment Date, whether or not such day is a business day. Interest shall be computed on the basis of a 360-day year composed of twelve 30-day months.

2.03. Redemption. The Bonds are not subject to optional redemption prior to maturity.

[TO BE COMPLETED IF THERE ARE TERM BONDS]

[Bonds maturing on February 1, 20__ and 20__ (the "Term Bonds") shall be subject to mandatory redemption prior to maturity pursuant to the sinking fund requirements of this Section 2.03 at a redemption price equal to the stated principal amount thereof plus interest accrued thereon to the redemption date, without premium. The Registrar shall select for redemption, by lot or other manner deemed fair, on February 1 in each of the following years the following stated principal amounts of such Bonds:

| <u>Term Bonds Maturing in 20__</u> | | <u>Term Bonds Maturing in 20__</u> | |
|--------------------------------------|---------------------------------------|--------------------------------------|---------------------------------------|
| <u>Sinking Fund Payment Date</u> | <u>Aggregate Principal Amount</u> | <u>Sinking Fund Payment Date</u> | <u>Aggregate Principal Amount</u> |
| (final maturity) | | (final maturity) | |

The County Administrator shall cause notice of the call for redemption thereof to be published if and as required by law, and at least twenty (20) and not more than sixty (60) days prior to the designated redemption date, shall cause notice of call for redemption to be mailed, by first class mail, to the Registrar and registered holders of any Bonds to be redeemed at their addresses as they appear on the Bond Register described in Section 2.06 hereof, provided that notice shall be given to any securities depository in accordance with its operational arrangements. No defect in or failure to give such notice of redemption shall affect the validity of proceedings for the redemption of any Bond not affected by such defect or failure. Official notice of redemption having been given as aforesaid, the Bonds or portions of Bonds so to be redeemed shall, on the redemption date, become due and payable at the redemption price therein specified and from and after such date (unless the County shall default in the payment of the redemption price) such Bonds or portions of Bonds shall cease to bear interest. Upon partial redemption of any Bond, a new Bond or Bonds will be delivered to the owner without charge, representing the remaining principal amount outstanding.]

2.04. Appointment of Initial Registrar. The County hereby appoints U.S. Bank National Association, in St. Paul, Minnesota, as the initial registrar, transfer agent and paying agent (the "Registrar"). The Chairperson and County Administrator are authorized to execute and deliver, on behalf of the County, a contract with the Registrar. Upon merger or consolidation of the Registrar with another corporation, if the resulting corporation is a bank or trust company authorized by law to conduct such business, such corporation shall be authorized to act as successor Registrar. The County agrees to pay the reasonable and customary charges of the Registrar for the services performed. The County reserves the right to remove the Registrar, effective upon not less

than thirty (30) days' written notice and upon the appointment of (and acceptance of such appointment by) a successor Registrar, in which event the predecessor Registrar shall deliver all cash and Bonds in its possession to the successor Registrar and shall deliver the bond register to the successor Registrar.

2.05. Registration. The effect of registration and the rights and duties of the County and the Registrar with respect thereto shall be as follows:

(a) Register. The Registrar shall keep at its principal corporate trust office a bond register in which the Registrar shall provide for the registration of ownership of Bonds and the registration of transfers and exchanges of Bonds entitled to be registered, transferred or exchanged.

(b) Transfer of Bonds. Upon surrender for transfer of any Bond duly endorsed by the registered owner thereof or accompanied by a written instrument of transfer, in form satisfactory to the Registrar, duly executed by the registered owner thereof or by an attorney duly authorized by the registered owner in writing, the Registrar shall authenticate and deliver, in the name of the designated transferee or transferees, one or more new Bonds of a like aggregate principal amount and maturity, as requested by the transferor. The Registrar may, however, close the books for registration of any transfer after the fifteenth day of the month preceding each interest payment date and until such interest payment date.

(c) Exchange of Bonds. Whenever any Bonds are surrendered by the registered owner for exchange the Registrar shall authenticate and deliver one or more new Bonds of a like aggregate principal amount and maturity, as requested by the registered owner or the owner's attorney in writing.

(d) Cancellation. All Bonds surrendered upon any transfer or exchange shall be promptly canceled by the Registrar and thereafter disposed of as directed by the County.

(e) Improper or Unauthorized Transfer. When any Bond is presented to the Registrar for transfer, the Registrar may refuse to transfer the same until it is satisfied that the endorsement on such Bond or separate instrument of transfer is valid and genuine and that the requested transfer is legally authorized. The Registrar shall incur no liability for the refusal, in good faith, to make transfers which it, in its judgment, deems improper or unauthorized.

(f) Persons Deemed Owners. The County and the Registrar may treat the person in whose name any Bond is at any time registered in the bond register as the absolute owner of the Bond, whether the Bond shall be overdue or not, for the purpose of receiving payment of or on account of, the principal of and interest on the Bond and for all other purposes; and all payments made to any registered owner or upon the owner's order shall be valid and effectual to satisfy and discharge the liability upon Bond to the extent of the sum or sums so paid.

(g) Taxes, Fees and Charges. For every transfer or exchange of Bonds (except for an exchange upon a partial redemption of a Bond), the Registrar may impose a charge upon the owner thereof sufficient to reimburse the Registrar for any tax, fee or other governmental charge required to be paid with respect to such transfer or exchange.

(h) Mutilated, Lost, Stolen or Destroyed Bonds. In case any Bond shall become mutilated or be destroyed, stolen or lost, the Registrar shall deliver a new Bond of like amount, number, maturity date and tenor in exchange and substitution for and upon cancellation of any such mutilated Bond or in lieu of and in substitution for any Bond destroyed, stolen or lost, upon the payment of the reasonable expenses and charges of the Registrar in connection therewith; and, in the case of a Bond destroyed, stolen or lost, upon filing with the Registrar of evidence satisfactory to it that the Bond was destroyed, stolen or lost, and of the ownership thereof, and upon furnishing to the Registrar of an appropriate bond or indemnity in form, substance and amount satisfactory to it, in which both the County and the Registrar shall be named as obligees. All Bonds so surrendered to the Registrar shall be canceled by it and evidence of such cancellation shall be given to the County. If the mutilated, destroyed, stolen or lost Bond has already matured or been called for redemption in accordance with its terms it shall not be necessary to issue a new Bond prior to payment.

(i) Authenticating Agent. The Registrar is hereby designated authenticating agent for the Bonds, within the meaning of Minnesota Statutes, Section 475.55, Subdivision 1, as amended.

(j) Valid Obligations. All Bonds issued upon any transfer or exchange of Bonds shall be the valid obligations of the County, evidencing the same debt, and entitled to the same benefits under this Resolution as the Bonds surrendered upon such transfer or exchange.

2.06. Execution, Authentication and Delivery. The Bonds shall be prepared under the direction of the County Administrator and shall be executed on behalf of the County by the signatures of the Chairperson and County Administrator, provided that the signatures may be printed, engraved or lithographed facsimiles of the originals. In case any officer whose signature or a facsimile of whose signature shall appear on the Bonds shall cease to be such officer before the delivery of any Bond, such signature or facsimile shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery. Notwithstanding such execution, no Bond shall be valid or obligatory for any purpose or entitled to any security or benefit under this Resolution unless and until a certificate of authentication on the Bond has been duly executed by the manual signature of an authorized representative of the Registrar. Certificates of authentication on different Bonds need not be signed by the same representative. The executed certificate of authentication on each Bond shall be conclusive evidence that it has been authenticated and delivered under this Resolution. When the Bonds have been prepared, executed and authenticated, the County Administrator shall deliver them to the Purchaser upon payment of the purchase price in accordance with the contract of sale heretofore executed, and the Purchaser shall not be obligated to see to the application of the purchase price.

2.07. Securities Depository. (a) For purposes of this section the following terms shall have the following meanings:

“Beneficial Owner” shall mean, whenever used with respect to a Bond, the person in whose name such Bond is recorded as the beneficial owner of such Bond by a Participant on the records of such Participant, or such person’s subrogee.

“Cede & Co.” shall mean Cede & Co., the nominee of DTC, and any successor nominee of DTC with respect to the Bonds.

“DTC” shall mean The Depository Trust Company of New York, New York.

“Participant” shall mean any broker-dealer, bank or other financial institution for which DTC holds Bonds as securities depository.

“Representation Letter” shall mean the Representation Letter pursuant to which the sender agrees to comply with DTC’s Operational Arrangements.

(b) The Bonds shall be initially issued as separately authenticated fully registered bonds, and one Bond shall be issued in the principal amount of each stated maturity of the Bonds. Upon initial issuance, the ownership of such Bonds shall be registered in the bond register in the name of Cede & Co., as nominee of DTC. The Registrar and the County may treat DTC (or its nominee) as the sole and exclusive owner of the Bonds registered in its name for the purposes of payment of the principal of or interest on the Bonds, selecting the Bonds or portions thereof to be redeemed, if any, giving any notice permitted or required to be given to registered owners of Bonds under this resolution, registering the transfer of Bonds, and for all other purposes whatsoever, and neither the Registrar nor the County shall be affected by any notice to the contrary. Neither the Registrar nor the County shall have any responsibility or obligation to any Participant, any person claiming a beneficial ownership interest in the Bonds under or through DTC or any Participant, or any other person which is not shown on the bond register as being a registered owner of any Bonds, with respect to the accuracy of any records maintained by DTC or any Participant, with respect to the payment by DTC or any Participant of any amount with respect to the principal of or interest on the Bonds, with respect to any notice which is permitted or required to be given to owners of Bonds under this resolution, or with respect to any consent given or other action taken by DTC as registered owner of the Bonds. So long as any Bond is registered in the name of Cede & Co., as nominee of DTC, the Registrar shall pay all principal of and interest on such Bond, and shall give all notices with respect to such Bond, only to Cede & Co. in accordance with DTC’s Operational Arrangements, and all such payments shall be valid and effective to fully satisfy and discharge the County’s obligations with respect to the principal of and interest on the Bonds to the extent of the sum or sums so paid. No person other than DTC shall receive an authenticated Bond for each separate stated maturity evidencing the obligation of the County to make payments of principal and interest. Upon delivery by DTC to the Registrar of written notice to the effect that DTC has determined to substitute a new nominee in place of Cede & Co., the Bonds will be transferable to such new nominee in accordance with paragraph (e) hereof.

(c) In the event the County determines that it is in the best interest of the Beneficial Owners that they be able to obtain Bonds in the form of bond certificates, the County may notify DTC and the Registrar, whereupon DTC shall notify the Participants of the availability through DTC of Bonds in the form of certificates. In such event, the Bonds will be transferable in accordance with paragraph (e) hereof. DTC may determine to discontinue providing its services with respect to the Bonds at any time by giving notice to the County and the Registrar and discharging its responsibilities with respect thereto under applicable law. In such event the Bonds will be transferable in accordance with paragraph (e) hereof.

(d) The execution and delivery of the Representation Letter to DTC by the Chairperson or County Administrator, if not previously filed, is hereby authorized and directed.

(e) In the event that any transfer or exchange of Bonds is permitted under paragraph (b) or (c) hereof, such transfer or exchange shall be accomplished upon receipt by the Registrar of the Bonds to be transferred or exchanged and appropriate instruments of transfer to the permitted transferee in accordance with the provisions of this resolution. In the event Bonds in the form of certificates are issued to owners other than Cede & Co., its successor as nominee for DTC as owner of all the Bonds, or another securities depository as owner of all the Bonds, the provisions of this resolution shall also apply to all matters relating thereto, including, without limitation, the printing of such Bonds in the form of bond certificates and the method of payment of principal of and interest on such Bonds in the form of bond certificates.

2.08. Form of Bonds. The Bonds shall be prepared in substantially the form attached as Exhibit A hereto.

SECTION 3. GENERAL OBLIGATION CAPITAL IMPROVEMENT PLAN BONDS, SERIES 2020A CONSTRUCTION FUND. There is hereby established in the official books and records of the County a separate General Obligation Capital Improvement Plan Bonds, Series 2020A Construction Fund (the "Construction Fund"). The County Administrator shall maintain the Construction Fund until all costs and expenses incurred in connection with the Project have been duly paid or provided for. The County hereby appropriates to the Construction Fund proceeds of the Bonds in the amount of \$[] (representing the estimated cost of the Project of [\$] and costs of issuance of the Bonds of [\$]). After payment of all costs incurred with respect to the Project, the Construction Fund shall be discontinued and any proceeds of the Bonds remaining therein shall be credited to the Bond Fund described in Section 4 hereof.

SECTION 4. GENERAL OBLIGATION CAPITAL IMPROVEMENT PLAN BONDS, SERIES 2020A BOND FUND.

The Bonds shall be payable from a separate General Obligation Capital Improvement Plan Bonds, Series 2020A Bond Fund (the "Bond Fund") of the County, which Bond Fund the County agrees to maintain until the Bonds have been paid in full. Into the Bond Fund shall be paid: (a) any funds received from the Purchaser upon delivery of the Bonds in excess of the amount required by Section 3 to be credited to the Construction Fund and amounts for payment of costs of issuance of the Bonds; (b) the amounts specified in Section 3 above, after payment of all costs of the Project;

(c) all taxes levied and collected pursuant to Section 5; and (d) any other funds appropriated by the Board for the payment of the Bonds.

There are hereby established two accounts in the Bond Fund, designated as the "Debt Service Account" and the "Surplus Account." All money appropriated or to be deposited in the Bond Fund shall be deposited as received into the Debt Service Account. On each February 1, the County Auditor-Treasurer shall determine the amount on hand in the Debt Service Account. If such amount is in excess of one-twelfth of the debt service payable from the Bond Fund in the immediately preceding 12 months, the County Administrator shall promptly transfer the amount in excess to the Surplus Account. The County appropriates to the Surplus Account any amounts to be transferred thereto from the Debt Service Account as herein provided and all income derived from the investment of amounts on hand in the Surplus Account. If at any time the amount on hand in the Debt Service Account is insufficient to meet the requirements of the Bond Fund, the County Administrator shall transfer to the Debt Service Account amounts on hand in the Surplus Account to the extent necessary to cure such deficiency.

If the balance in the Bond Fund is at any time insufficient to pay all interest and principal then due on all Bonds payable therefrom, the payment shall be made from any fund of the County which is available for that purpose, subject to reimbursement from the Surplus Account when the balance therein is sufficient, and the County covenants and agrees that it will each year levy a sufficient amount of ad valorem taxes to take care of any accumulated or anticipated deficiency, which levy is not subject to any constitutional or statutory limitation.

Pursuant to the Minnesota Public Facilities Authority (the "Authority") Credit Enhancement Program Agreement (the "Agreement"), the Bonds are also payable by the State of Minnesota, acting through the Authority, subject to Minnesota Statutes, Section 446A.086 (the "Act") and provided that funds are available therefor in the State General Fund. The County has previously, pursuant to the Act, entered into the Agreement with the Authority and the Commissioner of Administration. The County hereby covenants and obligates itself to notify the Authority of a potential default in the payment of principal and interest on the Bonds and to use the provisions of Minnesota Statutes, Section 446A.086, to guarantee payment of the principal and interest on the Bonds when due. The County further covenants to deposit with the Registrar three (3) days prior to the date on which a payment is due an amount sufficient to make that payment or to notify the Authority that it will be unable to make all or a portion of that payment. The Registrar is authorized and directed to notify the Authority if it becomes aware of a potential default in the payment of principal or interest on the Bonds or if, on the day two (2) business days prior to the date a payment is due on the Bonds, there are insufficient funds to make that payment on deposit with the Registrar. The County understands that as a result of its covenant to be bound by the provision of the Act, the provisions of that section shall be binding as long as any Bonds remain outstanding.

SECTION 5. PLEDGE OF TAXING POWERS. For the prompt and full payment of the principal of and interest on the Bonds as such payments respectively become due, the full faith, credit and unlimited taxing powers of the County shall be and are hereby irrevocably pledged. In order to produce aggregate amounts not less than 5% in excess of the amounts needed to meet when due the principal and interest payments on the Bonds, ad valorem taxes are hereby levied on all taxable property in the County, the taxes to be levied and collected in the following years and amounts:

Levy Years

Collection Years

Amount

See attached Schedule I

The taxes shall be irrevocable as long as any of the Bonds are outstanding and unpaid, provided that the County reserves the right and power to reduce the tax levies from other legally available funds, in accordance with the provisions of Minnesota Statutes, Section 475.61.

SECTION 6. BOND FUND BALANCE RESTRICTION. In order to ensure compliance with the Internal Revenue Code of 1986, as amended (the "Code"), and applicable Treasury Regulations thereunder (the "Regulations"), upon allocation of any funds to the Bond Fund, the balance then on hand in the Bond Fund shall be ascertained. If it exceeds the amount of principal and interest on the Bonds to become due and payable through February 1 next following, plus a reasonable carryover equal to 1/12th of the debt service due in the following bond year, the excess shall (unless an opinion is otherwise received from bond counsel) be used to prepay the Bonds, or invested at a yield which does not exceed the yield on the Bonds calculated in accordance with Section 148 of the Code.

SECTION 7. DEFEASANCE. When all of the Bonds have been discharged as provided in this Section, all pledges, covenants and other rights granted by this Resolution to the registered owners of the Bonds shall cease. The County may discharge its obligations with respect to any Bonds which are due on any date by depositing with the Registrar on or before that date a sum sufficient for the payment thereof in full; or, if any Bond should not be paid when due, it may nevertheless be discharged by depositing with the Registrar a sum sufficient for the payment thereof in full with interest accrued from the due date to the date of such deposit. The County may also discharge its obligations with respect to any prepayable Bonds called for redemption on any date when they are prepayable according to their terms by depositing with the Registrar on or before that date an amount equal to the principal, redemption premium, if any, and interest then due, provided that notice of such redemption has been duly given as provided herein. The County may also at any time discharge its obligations with respect to any Bonds, subject to the provisions of law now or hereafter authorizing and regulating such action, by depositing irrevocably in escrow, with a bank or trust company qualified by law as an escrow agent for this purpose, cash or securities which are authorized by law to be so deposited, bearing interest payable at such time and at such rates and maturing or callable at the holder's option on such dates as shall be required to pay all principal and interest to become due thereon to maturity or earlier designated redemption date, provided, however, that if such deposit is made more than ninety days before the maturity date or specified redemption date of the Bonds to be discharged, the County shall have received a written opinion of Bond Counsel to the effect that such deposit does not adversely affect the exemption of interest on any Bonds from federal income taxation and a written report of an accountant or investment banking firm verifying that the deposit is sufficient to pay when due all of the principal and interest on the Bonds to be discharged on and before their maturity dates or, if notice of redemption as herein required has been irrevocably provided for, to such earlier redemption date.

SECTION 8. TAX COVENANTS; ARBITRAGE MATTERS AND CONTINUING DISCLOSURE.

8.01. Covenant. The County covenants and agrees with the owners from time to time of the Bonds, that it will not take, or permit to be taken by any of its officers, employees or agents, any action which would cause the interest on the Bonds to become includable in gross income of the recipient under the Code and applicable Regulations, and covenants to take any and all affirmative actions within its powers to ensure that the interest on the Bonds will not become includable in gross income of the recipient under the Code and applicable Regulations. The County represents and covenants that all improvements financed from the proceeds of the Bonds are and will be owned and operated by the County and available for use by members of the general public on a substantially equal basis. The County has not entered and will not enter into any lease, management contract, operating agreement, use agreement or other contract relating to the use, operation or maintenance of the Project or any part thereof which would cause the Bonds to be considered "private activity bonds" or "private loan bonds" pursuant to Section 141 of the Code.

8.02. Arbitrage Certification. The Chairperson and County Administrator being the officers of the County charged with the responsibility for issuing the Bonds pursuant to this Resolution, are authorized and directed to execute and deliver to the Purchaser a certificate in accordance with the provisions of Section 148 of the Code and applicable Regulations, stating that on the basis of facts, estimates and circumstances in existence on the date of issue and delivery of the Bonds, it is reasonably expected that the proceeds of the Bonds will not be used in a manner that would cause the Bonds to be "arbitrage bonds" within the meaning of the Code and the applicable Regulations.

8.03. Arbitrage Rebate. The County acknowledges that the Bonds may be subject to the rebate requirements of Section 148(f) of the Code. The County covenants and agrees to retain such records, make such determinations, file such reports and documents and pay such amounts at such times as are required under Section 148(f) and applicable Regulations to preserve the exclusion of interest on the Bonds from gross income for federal income tax purposes, unless the Bonds qualify for an exception from the rebate requirement pursuant to one of the spending exceptions set forth in Section 1.148-7 of the Regulations and no "gross proceeds" of the Bonds (other than amounts constituting a "bona fide debt service fund") arise during or after the expenditure of the original proceeds thereof.

8.04. Reimbursement. The County certifies that the proceeds of the Bonds will not be used by the County to reimburse itself for any expenditure with respect to the Project which the County paid or will have paid more than 60 days prior to the issuance of the Bonds unless, with respect to such prior expenditures, the County shall have made a declaration of official intent which complies with the provisions of Section 1.150-2 of the Regulations, provided that a declaration of official intent shall not be required (i) with respect to certain de minimis expenditures, if any, with respect to the Project meeting the requirements of Section 1.150-2(f)(1) of the Regulations, or (ii) with respect to "preliminary expenditures" for the Project as defined in Section 1.150-2(f)(2) of the Regulations, including engineering or architectural expenses and similar preparatory expenses, which in the aggregate do not exceed 20% of the "issue price" of the Bonds.

8.05. Qualified Tax-Exempt Obligations. The Board hereby designates the Bonds as “qualified tax-exempt obligations” for purposes of Section 265(b)(3) of the Code relating to the disallowance of interest expense for financial institutions, and hereby finds that the reasonably anticipated amount of tax-exempt obligations which are not private activity bonds (not treating qualified 501(c)(3) bonds under Section 145 of the Code as private activity bonds for the purpose of this representation) which will be issued by the County and all subordinate entities during calendar year 2020 does not exceed \$10,000,000.

8.06. Credit Enhancement Program. Notwithstanding anything else to the contrary contained herein, the terms of the Agreement are hereby incorporated in this resolution.

8.07. CONTINUING DISCLOSURE. (a) Purpose and Beneficiaries. To provide for the public availability of certain information relating to the Bonds and the security therefor and to permit the Purchaser and other participating underwriters in the primary offering of the Bonds to comply with amendments to Rule 15c2-12 promulgated by the SEC under the Securities Exchange Act of 1934 (17 C.F.R. § 240.15c2-12), relating to continuing disclosure (as in effect and interpreted from time to time, the Rule), which will enhance the marketability of the Bonds, the County hereby makes the following covenants and agreements for the benefit of the Owners (as hereinafter defined) from time to time of the Outstanding Bonds. The County is the only obligated person in respect of the Bonds within the meaning of the Rule for purposes of identifying the entities in respect of which continuing disclosure must be made. If the County fails to comply with any provisions of this section, any person aggrieved thereby, including the Owners of any Outstanding Bonds, may take whatever action at law or in equity may appear necessary or appropriate to enforce performance and observance of any agreement or covenant contained in this section, including an action for a writ of mandamus or specific performance. Direct, indirect, consequential and punitive damages shall not be recoverable for any default hereunder to the extent permitted by law. Notwithstanding anything to the contrary contained herein, in no event shall a default under this section constitute a default under the Bonds or under any other provision of this resolution. As used in this section, Owner or Bondowner means, in respect of a Bond, the registered owner or owners thereof appearing in the bond register maintained by the Registrar or any Beneficial Owner (as hereinafter defined) thereof, if such Beneficial Owner provides to the Registrar evidence of such beneficial ownership in form and substance reasonably satisfactory to the Registrar. As used herein, Beneficial Owner means, in respect of a Bond, any person or entity which (i) has the power, directly or indirectly, to vote or consent with respect to, or to dispose of ownership of, such Bond (including persons or entities holding Bonds through nominees, depositories or other intermediaries), or (ii) is treated as the owner of the Bond for federal income tax purposes.

(b) Information To Be Disclosed. The County will provide, in the manner set forth in subsection (c) hereof, either directly or indirectly through an agent designated by the County, the following information at the following times:

- (1) on or before twelve (12) months after the end of each fiscal year of the County, commencing with the fiscal year ending December 31, 2019, the following financial information and operating data in respect of the County (the Disclosure Information):

- (A) the audited financial statements of the County for such fiscal year, prepared in accordance with generally accepted accounting principles in accordance with the governmental accounting standards promulgated by the Governmental Accounting Standards Board or as otherwise provided under Minnesota law, as in effect from time to time, or, if and to the extent such financial statements have not been prepared in accordance with such generally accepted accounting principles for reasons beyond the reasonable control of the County, noting the discrepancies therefrom and the effect thereof, and certified as to accuracy and completeness in all material respects by the fiscal officer of the County; and
- (B) to the extent not included in the financial statements referred to in paragraph (A) hereof, the information for such fiscal year or for the period most recently available of the type contained in the Official Statement under headings: "Property Valuations and Taxes" and "Indebtedness," which information may be unaudited.

Notwithstanding the foregoing paragraph, if the audited financial statements are not available by the date specified, the County shall provide on or before such date unaudited financial statements in the format required for the audited financial statements as part of the Disclosure Information and, within 10 days after the receipt thereof, the County shall provide the audited financial statements. Any or all of the Disclosure Information may be incorporated by reference, if it is updated as required hereby, from other documents, including official statements, which have been submitted to the Municipal Securities Rulemaking Board (MSRB) through its Electronic Municipal Market Access System (EMMA) or to the SEC. If the document incorporated by reference is a final official statement, it must be available from the MSRB. The County shall clearly identify in the Disclosure Information each document so incorporated by reference. If any part of the Disclosure Information can no longer be generated because the operations of the County have materially changed or been discontinued, such Disclosure Information need no longer be provided if the County includes in the Disclosure Information a statement to such effect; provided, however, if such operations have been replaced by other County operations in respect of which data is not included in the Disclosure Information and the County determines that certain specified data regarding such replacement operations would be a Material Fact (as defined in paragraph (2) hereof), then, from and after such determination, the Disclosure Information shall include such additional specified data regarding the replacement operations. If the Disclosure Information is changed or this section is amended as permitted by this paragraph (b)(1) or subsection (d), then the County shall include in the next Disclosure Information to be delivered hereunder, to the extent necessary, an explanation of the reasons for the amendment and the effect of any change in the type of financial information or operating data provided.

- (2) In a timely manner not in excess of ten business days after the occurrence of the event, notice of the occurrence of any of the following events (each a "Material Fact"):
 - (A) Principal and interest payment delinquencies;
 - (B) Non-payment related defaults, if material;
 - (C) Unscheduled draws on debt service reserves reflecting financial difficulties;
 - (D) Unscheduled draws on credit enhancements reflecting financial difficulties;
 - (E) Substitution of credit or liquidity providers, or their failure to perform;

- (F) Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax status of the security, or other material events affecting the tax status of the security;
- (G) Modifications to rights of security holders, if material;
- (H) Bond calls, if material, and tender offers;
- (I) Defeasances;
- (J) Release, substitution, or sale of property securing repayment of the securities, if material;
- (K) Rating changes;
- (L) Bankruptcy, insolvency, receivership or similar event of the obligated person;
- (M) The consummation of a merger, consolidation, or acquisition involving an obligated person or the sale of all or substantially all of the assets of the obligated person, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material;
- (N) Appointment of a successor or additional trustee or the change of name of a trustee, if material;
- (O) Incurrence of a financial obligation of the obligated person, if material, or agreement to covenants, events of default, remedies, priority rights, or other similar terms of a financial obligation of the obligated person, any of which affect security holders, if material; and
- (P) Default, event of acceleration, termination event, modification of terms, or other similar events under the terms of a financial obligation of the obligated person, any of which reflect financial difficulties.

For purposes of the events identified in paragraphs (O) and (P) above, the term “financial obligation” means (i) a debt obligation; (ii) a derivative instrument entered into in connection with, or pledged as security or a source of payment for, an existing or planned debt obligation; or (iii) a guarantee of (i) or (ii). The term “financial obligation” shall not include municipal securities as to which a final official statement has been provided to the MSRB consistent with the Rule.

As used herein, for those events that must be reported if material, an event is “material” if it is an event as to which a substantial likelihood exists that a reasonably prudent investor would attach importance thereto in deciding to buy, hold or sell a Bond or, if not disclosed, would significantly alter the total information otherwise available to an investor from the Official Statement, information disclosed hereunder or information generally available to the public. Notwithstanding the foregoing sentence, an event is also “material” if it is an event that would be deemed material for purposes of the purchase, holding or sale of a Bond within the meaning of applicable federal securities laws, as interpreted at the time of discovery of the occurrence of the event.

For the purposes of the event identified in (L) hereinabove, the event is considered to occur when any of the following occur: the appointment of a receiver, fiscal agent or similar officer for an obligated person in a proceeding under the U.S. Bankruptcy Code or in any other proceeding under

state or federal law in which a court or governmental authority has assumed jurisdiction over substantially all of the assets or business of the obligated person, or if such jurisdiction has been assumed by leaving the existing governing body and officials or officers in possession but subject to the supervision and orders of a court or governmental authority, or the entry of an order confirming a plan of reorganization, arrangement or liquidation by a court or governmental authority having supervision or jurisdiction over substantially all of the assets or business of the obligated person.

- (3) In a timely manner, notice of the occurrence of any of the following events or conditions:
 - (A) the failure of the County to provide the Disclosure Information required under paragraph (b)(1) at the time specified thereunder;
 - (B) the amendment or supplementing of this section pursuant to subsection (d), together with a copy of such amendment or supplement and any explanation provided by the County under subsection (d)(2);
 - (C) the termination of the obligations of the County under this section pursuant to subsection (d);
 - (D) any change in the accounting principles pursuant to which the financial statements constituting a portion of the Disclosure Information are prepared; and
 - (E) any change in the fiscal year of the County.

(c) Manner of Disclosure.

- (1) The County agrees to make available to the MSRB through EMMA, in an electronic format as prescribed by the MSRB, the information described in subsection (b).
- (2) All documents provided to the MSRB pursuant to this subsection (c) shall be accompanied by identifying information as prescribed by the MSRB from time to time.

(d) Term; Amendments; Interpretation.

- (1) The covenants of the County in this section shall remain in effect so long as any Bonds are Outstanding. Notwithstanding the preceding sentence, however, the obligations of the County under this section shall terminate and be without further effect as of any date on which the County delivers to the Registrar an opinion of Bond Counsel to the effect that, because of legislative action or final judicial or administrative actions or proceedings, the failure of the County to comply with the requirements of this section will not cause participating underwriters in the primary offering of the Bonds to be in violation of the Rule or other applicable requirements of the Securities Exchange Act of 1934, as amended, or any statutes or laws successory thereto or amendatory thereof.
- (2) This section (and the form and requirements of the Disclosure Information) may be amended or supplemented by the County from time to time, without notice to (except as provided in paragraph (c)(3) hereof) or the consent of the Owners of any

Bonds, by a resolution of this Board filed in the office of the recording officer of the County accompanied by an opinion of Bond Counsel, who may rely on certificates of the County and others and the opinion may be subject to customary qualifications, to the effect that: (i) such amendment or supplement (a) is made in connection with a change in circumstances that arises from a change in law or regulation or a change in the identity, nature or status of the County or the type of operations conducted by the County, or (b) is required by, or better complies with, the provisions of paragraph (b)(5) of the Rule; (ii) this section as so amended or supplemented would have complied with the requirements of paragraph (b)(5) of the Rule at the time of the primary offering of the Bonds, giving effect to any change in circumstances applicable under clause (i)(a) and assuming that the Rule as in effect and interpreted at the time of the amendment or supplement was in effect at the time of the primary offering; and (iii) such amendment or supplement does not materially impair the interests of the Bondowners under the Rule. If the Disclosure Information is so amended, the County agrees to provide, contemporaneously with the effectiveness of such amendment, an explanation of the reasons for the amendment and the effect, if any, of the change in the type of financial information or operating data being provided hereunder.

- (3) This section is entered into to comply with the continuing disclosure provisions of the Rule and should be construed so as to satisfy the requirements of paragraph (b)(5) of the Rule.

SECTION 9. CERTIFICATION OF PROCEEDINGS.

9.01. Registration and Levy of Taxes. The County Administrator is hereby authorized and directed to file a certified copy of this resolution in the County records, together with such additional information as required, and to issue a certificate that the Bonds have been duly entered upon the Auditor-Treasurer's bond register and the tax required by law has been levied.

9.02. Certification of Records. The officers of the County are hereby authorized and directed to prepare and furnish to the Purchaser and to Dorsey & Whitney LLP, Bond Counsel, certified copies of all proceedings and records of the County relating to the Bonds and to the financial condition and affairs of the County, and such other affidavits, certificates and information as may be required to show the facts relating to the legality and marketability of the Bonds as they appear from the books and records under their custody and control or as otherwise known to them, and all such certified copies, certificates and affidavits, including any heretofore furnished, shall be deemed representations of the County to the facts recited herein.

9.03. Official Statement. The Official Statement relating to the Bonds, prepared and distributed by PFM Financial Advisors LLC, the municipal advisor for the County, together with any addendum thereto, is hereby approved. PFM Financial Advisors LLC is hereby authorized on behalf of the County to prepare and distribute to the Purchaser within seven business days from the date hereof, a supplement to the Official Statement listing the offering price, the interest rates, selling compensation, delivery date, the underwriters and such other information relating to the Bonds as is required to be included in the Official Statement by the Rule. The officers of the

County are hereby authorized and directed to execute such certificates as may be appropriate concerning the accuracy, completeness and sufficiency of the Official Statement.

BE IT FINALLY RESOLVED, That this resolution shall be in full force and effect from and after its passage.

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

STATE OF MINNESOTA)
) ss.
COUNTY OF POLK)

I, Charles S. Whiting, County Administrator to and Clerk of the Polk County Board of Commissioners do hereby certify that I have compared the foregoing resolution with the original resolution filed in my office on the 18th day of February 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 18th day of February, 2020.

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

EXHIBIT A
FORM OF SERIES 2020A BONDS

UNITED STATES OF AMERICA
STATE OF MINNESOTA

POLK COUNTY

GENERAL OBLIGATION CAPITAL IMPROVEMENT PLAN BOND,
SERIES 2020A

No. R-__ \$ _____

| <u>Interest Rate</u> | <u>Maturity Date</u> | <u>Date of Original Issue</u> | <u>CUSIP No.</u> |
|----------------------|----------------------|-------------------------------|------------------|
| __% | February 1, 20__ | March 12, 2020 | |

REGISTERED OWNER: CEDE & CO.

PRINCIPAL AMOUNT: THOUSAND DOLLARS

POLK COUNTY, State of Minnesota (the "County"), acknowledges itself to be indebted and hereby promises to pay to the registered owner named above, or registered assigns, the principal amount specified above on the maturity date specified above and promises to pay interest thereon from the date of original issue specified above or from the most recent Interest Payment Date (as hereinafter defined) to which interest has been paid or duly provided for, at the annual rate specified above, payable on February 1 and August 1 of each year, commencing August 1, 2020 (each such date, an "Interest Payment Date"), [all subject to the provisions referred to herein with respect to the redemption of the principal of this Bond before maturity]. The interest so payable on any Interest Payment Date shall be paid to the person in whose name this Bond is registered at the close of business on the fifteenth day (whether or not a business day) of the immediately preceding month. Interest hereon shall be computed on the basis of a 360-day year composed of twelve 30-day months. The interest hereon and, upon presentation and surrender hereof at the principal office of the Registrar described below, the principal hereof are payable in lawful money of the United States of America by check or draft drawn on U.S. Bank National Association, in St. Paul, Minnesota, as bond registrar, transfer agent and paying agent, or its successor designated under the Resolution described herein (the "Registrar"). For the prompt and full payment of such principal and interest as the same respectively become due, the full faith and credit and taxing powers of the County have been and are hereby irrevocably pledged.

This Bond is one of an issue in the aggregate principal amount of \$[2,935,000] issued pursuant to a resolution adopted by the Board of Commissioners on February 18, 2020 (the "Resolution"), to finance capital improvements (the "Improvements"), as described in the County's Capital Improvement Plan. This Bond is issued by authority of and in strict accordance

with the provisions of the Constitution and laws of the State of Minnesota thereunto enabling, including Minnesota Statutes, Section 373.40 and Chapter 475. The Bonds are issuable only in fully registered form, in denominations of \$5,000 or any multiple thereof, of single maturities.

The Bonds are not subject to optional redemption prior to maturity.

[TO BE REVISED IF THERE ARE TERM BONDS]

[Bonds maturing on February 1, 20__ and 20__ (the "Term Bonds") shall be subject to mandatory redemption prior to maturity at a redemption price equal to the stated principal amount thereof plus interest accrued thereon to the redemption date, without premium. The Registrar shall select for redemption, by lot or other manner deemed fair, on February 1 in each of the following years the following stated principal amounts of such Bonds:

| <u>Term Bonds Maturing in 20__</u> | | <u>Term Bonds Maturing in 20__</u> | |
|--------------------------------------|---------------------------------------|--------------------------------------|---------------------------------------|
| <u>Sinking Fund Payment Date</u> | <u>Aggregate Principal Amount</u> | <u>Sinking Fund Payment Date</u> | <u>Aggregate Principal Amount</u> |
| (final maturity) | | (final maturity) | |

The County shall cause notice of the call for redemption thereof to be published if and to the extent required by law, and at least twenty (20) and not more than sixty (60) days prior to the designated redemption date, shall cause notice of call for redemption to be mailed, by first class mail (or, if applicable, provided in accordance with the operational arrangements of the securities depository), to the registered holders of any Bonds, at the holders' addresses as they appear on the Bond register maintained by the Bond Registrar, but no defect in or failure to give such mailed notice of redemption shall affect the validity of proceedings for the redemption of any Bond not affected by such defect or failure. Official notice of redemption having been given as aforesaid, the Bonds or portions of Bonds so to be redeemed shall, on the redemption date, become due and payable at the redemption price therein specified and from and after such date (unless the County shall default in the payment of the redemption price) such Bonds or portions of Bonds shall cease to bear interest. Upon partial redemption of any Bond, a new Bond or Bonds will be delivered to the owner without charge, representing the remaining principal amount outstanding.]

Notwithstanding any other provisions of this Bond, so long as this Bond is registered in the name of Cede & Co., as nominee of The Depository Trust Company, or in the name of any other nominee of The Depository Trust Company or other securities depository, the Registrar shall pay all principal of and interest on this Bond, and shall give all notices with respect to this Bond, only to Cede & Co. or other nominee in accordance with the operational arrangements of The Depository Trust Company or other securities depository as agreed to by the County.

The Bonds have been designated as "qualified tax-exempt obligations" pursuant to Section 265(b) of the Internal Revenue Code of 1986, as amended.

The County and the Registrar may deem and treat the person in whose name this Bond is registered as the absolute owner hereof, whether this Bond is overdue or not, for the purpose of receiving payment and for all other purposes, and neither the County nor the Registrar shall be affected by any notice to the contrary.

IT IS HEREBY CERTIFIED, RECITED, COVENANTED AND AGREED that all acts, conditions and things required by the Constitution and laws of the State of Minnesota to be done, to exist, to happen and to be performed preliminary to and in the issuance of this Bond in order to make it a valid and binding general obligation of the County in accordance with its terms, have been done, do exist, have happened and have been performed as so required; that, prior to the issuance hereof, the County has levied ad valorem taxes on all taxable property in the County, which taxes will be collectible for the years and in amounts sufficient to produce sums not less than five percent in excess of the principal of and interest on the Bonds when due, and has appropriated the taxes to its General Obligation Capital Improvement Plan Bonds, Series 2020A Bond Fund for the payment of principal and interest; that if necessary for payment of principal and interest, additional ad valorem taxes are required to be levied upon all taxable property in the County, without limitation as to rate or amount; and that the issuance of this Bond, together with all other indebtedness of the County outstanding on the date hereof and on the date of its actual issuance and delivery, does not cause the indebtedness of the County to exceed any constitutional or statutory limitation of indebtedness.

This Bond shall not be valid or become obligatory for any purpose or be entitled to any security or benefit under the Resolution until the Certificate of Authentication hereon shall have been executed by the Registrar by manual signature of one of its authorized representatives.

IN WITNESS WHEREOF, Polk County, Minnesota, by its Board of Commissioners, has caused this Bond to be executed on its behalf by the facsimile signatures of the Chairperson and County Administrator.

POLK COUNTY, MINNESOTA

(Facsimile Signature County Administrator)
Polk County Administrator

(Facsimile Signature Chairperson)
Polk County Chair

CERTIFICATE OF AUTHENTICATION

This is one of the Bonds delivered pursuant to the Resolution mentioned within.

Date of Authentication: _____

U.S. BANK NATIONAL ASSOCIATION, as Bond
Registrar

By _____
Authorized Representative

SCHEDULE I

TAX LEVIES

[to come]

CERTIFICATE OF POLK COUNTY AUDITOR-TREASURER
AS TO REGISTRATION

The undersigned, being the duly qualified and acting County Auditor-Treasurer of Polk County, hereby certifies that there has been filed in my office a certified copy of a resolution duly adopted on February 18, 2020, by the Board of Commissioners of Polk County, Minnesota, setting forth the form and details of an issue of \$[2,935,000] General Obligation Capital Improvement Plan Bonds, Series 2020A, dated as of March 12, 2020, and levying taxes for the payment thereof.

I further certify that the issue has been entered on my bond register and the tax required by law for their payment has been levied and filed as required by Minnesota Statutes, Sections 475.61 to 475.63.

WITNESS my hand officially this 18th day of February, 2020.

County Auditor-Treasurer

(SEAL)

**CERTIFICATION OF MINUTES RELATING TO
\$[1,625,000] GENERAL OBLIGATION WATERSHED DISTRICT REFUNDING
BONDS, SERIES 2020B**

Issuer: Polk County, Minnesota

Governing Body: Board of County Commissioners

Kind, date, time and place of meeting: A regular meeting held at 9:30 a.m. on Tuesday, February 18, 2020, in the County Commissioners Room at the Polk County Government Center.

Members present:

Members absent:

Documents Attached:

Minutes of said meeting (including):

RESOLUTION NO. (2020-20)

**RESOLUTION AUTHORIZING ISSUANCE, AWARDING SALE,
PRESCRIBING THE FORM AND DETAILS AND PROVIDING FOR THE
PAYMENT OF \$[1,625,000] GENERAL OBLIGATION WATERSHED
DISTRICT REFUNDING BONDS, SERIES 2020B**

I, the undersigned, being the duly qualified and acting recording officer of the public corporation issuing the bonds referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting, so far as they relate to said bonds; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS my hand officially as such recording officer on February 18, 2020.

Charles S. Whiting, County Administrator
Clerk of the Board

It was reported that [____] sealed proposals for the purchase of the Bonds were received prior to 10:00 A.M., Central Time, on Tuesday, February 18, 2020, pursuant to the Official Statement distributed to potential purchasers of the Bonds by PFM Financial Advisors LLC, municipal advisor to the County. The proposals have been publicly opened, read and tabulated and were found to be as follows:

(See Attached)

RESOLUTION OF THE POLK COUNTY
BOARD OF COMMISSIONERS

RESOLUTION (2020-20)

**RESOLUTION AUTHORIZING ISSUANCE, AWARDED SALE,
PRESCRIBING THE FORM AND DETAILS AND PROVIDING FOR THE
PAYMENT OF \$[1,625,000] GENERAL OBLIGATION WATERSHED DISTRICT
REFUNDING BONDS, SERIES 2020B**

The following resolution (2020-20) was offered by Commissioner:

BE IT RESOLVED, By the Board of County Commissioners (the "Board") of Polk County, Minnesota (the "County"), as follows:

SECTION 1. AUTHORIZATION AND SALE.

1.01. Authorization. By resolution adopted on February 4, 2020, this Board determined it to be in the best interests of the County to issue its General Obligation Watershed District Refunding Bonds, Series 2020B, in the approximate principal amount of \$1,625,000 (the "Bonds"), pursuant to Minnesota Statutes, Chapters 103D and 475, for the purpose of currently refunding the February 1, 2021 through February 1, 2033 maturities (the "Refunded Bonds") of the County's \$2,710,000 General Obligation Watershed District Bonds, Series 2012, dated February 8, 2012 (the "Series 2012 Bonds"), aggregating \$1,755,000 in outstanding principal amount.

The Series 2012 Bonds were issued to finance the costs of certain improvements (the "Project") in the Sand Hill River Watershed District (the "District"). The Refunded Bonds will be redeemed on April 1, 2020 (the "Redemption Date"), at a price of par plus accrued interest to the Redemption Date. The County anticipates substantial debt service savings to result from the refunding of the Refunded Bonds.

1.02. Sale. Pursuant to the Official Statement prepared on behalf of the County by PFM Financial Advisors LLC, proposals for the purchase of the Bonds were received at or before the time specified for receipt of proposals. The proposals have been opened, publicly read and considered and the purchase price, interest rates and net interest cost under the terms of each proposal have been determined. The most favorable proposal received is that of [] of [], (the "Purchaser"). It is hereby determined to issue the Bonds in the principal amount of \$[] at a price of \$[] (representing the principal amount of \$[1,625,000], [plus/minus] an original issue [premium/discount] of \$[] less an underwriter's discount of \$[]), and upon the further terms and conditions set forth herein.

1.03. Award. The sale of the Bonds is hereby awarded to the Purchaser, and the Chairperson and County Administrator are hereby authorized and directed to execute a contract on behalf of the County for the sale of the Bonds in accordance with the Official Statement. The

good faith deposit of the Purchaser shall be retained and deposited by the County until the Bonds have been delivered, and shall be deducted from the purchase price paid at settlement.

1.04. Issuance of Bonds. All acts, conditions and things which are required by the Constitution and laws of the State of Minnesota to be done, to exist, to happen and to be performed precedent to and in the valid issuance of the Bonds having been done, now existing, having happened and having been performed, it is now necessary for the Board to establish the form and terms of the Bonds, to provide security therefor and to issue the Bonds forthwith.

SECTION 2. BOND TERMS; REGISTRATION; EXECUTION AND DELIVERY.

2.01. Maturities; Interest Rates; Denominations and Payment. The Bonds shall be originally dated as of March 12, 2020, shall be in the denomination of \$5,000 each, or any integral multiple thereof, of single maturities. The Bonds shall mature on February 1 in the years and amounts stated below, and shall bear interest from date of original issue until paid or duly called for redemption at the annual rates set forth opposite such years and amounts, as follows:

| <u>Maturity</u> | <u>Principal Amount</u> | <u>Rate</u> | <u>Maturity</u> | <u>Principal Amount</u> | <u>Rate</u> |
|-----------------|-------------------------|-------------|-----------------|-------------------------|-------------|
| 2021 | \$ | % | 2028 | \$ | % |
| 2022 | | | 2029 | | |
| 2023 | | | 2030 | | |
| 2024 | | | 2031 | | |
| 2025 | | | 2032 | | |
| 2026 | | | 2033 | | |
| 2027 | | | | | |

[REVISE MATURITY SCHEDULE FOR TERM BONDS]

The Bonds shall be issuable only in fully registered form. The interest thereon and, upon surrender of each Bond, the principal amount thereof shall be payable by check or draft issued by the Registrar described herein, provided that, so long as the Bonds are registered in the name of a securities depository, or a nominee thereof, in accordance with Section 2.07 hereof, principal and interest shall be payable in accordance with the operational arrangements of the securities depository.

2.02. Dates and Interest Payment Dates. Upon initial delivery of the Bonds pursuant to Section 2.06 and upon any subsequent transfer or exchange pursuant to Section 2.05, the date of authentication shall be noted on each Bond so delivered, exchanged or transferred. Interest on the Bonds shall be payable semiannually on February 1 and August 1, commencing August 1, 2020, each such date being referred to herein as an Interest Payment Date, to the person in whose name the Bonds are registered on the Bond Register, as hereinafter defined, at the Registrar's close of business on the fifteenth day of the calendar month next preceding such Interest Payment Date, whether or not such day is a business day. Interest shall be computed on the basis of a 360-day year composed of twelve 30-day months.

2.03. Redemption. Bonds maturing on February 1, 2029, and in later years shall be subject to redemption and prepayment at the option of the County, in whole or in part, in such order of maturity dates as the County may select and, within a maturity, by lot as selected by the Registrar (or, if applicable, by the bond depository in accordance with its customary procedures) in integral multiples of \$5,000, on February 1, 2028, and on any date thereafter, at a price equal to the principal amount thereof and accrued interest to the date of redemption. The County Administrator shall cause notice of the call for redemption thereof to be published if and as required by law, and at least twenty (20) and not more than sixty (60) days prior to the designated redemption date, shall cause notice of call for redemption to be mailed, by first class mail, to the Registrar and registered holders of any Bonds to be redeemed at their addresses as they appear on the Bond Register described in Section 2.06 hereof, provided that notice shall be given to any securities depository in accordance with its operational arrangements. No defect in or failure to give such notice of redemption shall affect the validity of proceedings for the redemption of any Bond not affected by such defect or failure. Official notice of redemption having been given as aforesaid, the Bonds or portions of Bonds so to be redeemed shall, on the redemption date, become due and payable at the redemption price therein specified and from and after such date (unless the County shall default in the payment of the redemption price) such Bonds or portions of Bonds shall cease to bear interest. Upon partial redemption of any Bond, a new Bond or Bonds will be delivered to the owner without charge, representing the remaining principal amount outstanding.

[TO BE COMPLETED IF THERE ARE TERM BONDS]

[Bonds maturing on February 1, 20__ and 20__ (the "Term Bonds") shall be subject to mandatory redemption prior to maturity pursuant to the sinking fund requirements of this Section 2.03 at a redemption price equal to the stated principal amount thereof plus interest accrued thereon to the redemption date, without premium. The Registrar shall select for redemption, by lot or other manner deemed fair, on February 1 in each of the following years the following stated principal amounts of such Bonds:

| <u>Term Bonds Maturing in 20__</u> | | <u>Term Bonds Maturing in 20__</u> | |
|--------------------------------------|---------------------------------------|--------------------------------------|---------------------------------------|
| <u>Sinking Fund Payment Date</u> | <u>Aggregate Principal Amount</u> | <u>Sinking Fund Payment Date</u> | <u>Aggregate Principal Amount</u> |
| (final maturity) | | (final maturity) | |

Notice of redemption shall be given as provided in the preceding paragraph.]

2.04. Appointment of Initial Registrar. The County hereby appoints U.S. Bank National Association, in St. Paul, Minnesota, as the initial registrar, transfer agent and paying agent (the "Registrar"). The Chairperson and County Administrator are authorized to execute and deliver, on behalf of the County, a contract with the Registrar. Upon merger or consolidation of the Registrar with another corporation, if the resulting corporation is a bank or trust company authorized by law to conduct such business, such corporation shall be authorized to act as successor

Registrar. The County agrees to pay the reasonable and customary charges of the Registrar for the services performed. The County reserves the right to remove the Registrar, effective upon not less than thirty (30) days' written notice and upon the appointment of (and acceptance of such appointment by) a successor Registrar, in which event the predecessor Registrar shall deliver all cash and Bonds in its possession to the successor Registrar and shall deliver the bond register to the successor Registrar.

2.05. Registration. The effect of registration and the rights and duties of the County and the Registrar with respect thereto shall be as follows:

(a) Register. The Registrar shall keep at its principal corporate trust office a bond register in which the Registrar shall provide for the registration of ownership of Bonds and the registration of transfers and exchanges of Bonds entitled to be registered, transferred or exchanged.

(b) Transfer of Bonds. Upon surrender for transfer of any Bond duly endorsed by the registered owner thereof or accompanied by a written instrument of transfer, in form satisfactory to the Registrar, duly executed by the registered owner thereof or by an attorney duly authorized by the registered owner in writing, the Registrar shall authenticate and deliver, in the name of the designated transferee or transferees, one or more new Bonds of a like aggregate principal amount and maturity, as requested by the transferor. The Registrar may, however, close the books for registration of any transfer after the fifteenth day of the month preceding each interest payment date and until such interest payment date.

(c) Exchange of Bonds. Whenever any Bonds are surrendered by the registered owner for exchange the Registrar shall authenticate and deliver one or more new Bonds of a like aggregate principal amount and maturity, as requested by the registered owner or the owner's attorney in writing.

(d) Cancellation. All Bonds surrendered upon any transfer or exchange shall be promptly canceled by the Registrar and thereafter disposed of as directed by the County.

(e) Improper or Unauthorized Transfer. When any Bond is presented to the Registrar for transfer, the Registrar may refuse to transfer the same until it is satisfied that the endorsement on such Bond or separate instrument of transfer is valid and genuine and that the requested transfer is legally authorized. The Registrar shall incur no liability for the refusal, in good faith, to make transfers which it, in its judgment, deems improper or unauthorized.

(f) Persons Deemed Owners. The County and the Registrar may treat the person in whose name any Bond is at any time registered in the bond register as the absolute owner of the Bond, whether the Bond shall be overdue or not, for the purpose of receiving payment of or on account of, the principal of and interest on the Bond and for all other purposes; and all payments made to any registered owner or upon the owner's order shall

be valid and effectual to satisfy and discharge the liability upon Bond to the extent of the sum or sums so paid.

(g) Taxes, Fees and Charges. For every transfer or exchange of Bonds (except for an exchange upon a partial redemption of a Bond), the Registrar may impose a charge upon the owner thereof sufficient to reimburse the Registrar for any tax, fee or other governmental charge required to be paid with respect to such transfer or exchange.

(h) Mutilated, Lost, Stolen or Destroyed Bonds. In case any Bond shall become mutilated or be destroyed, stolen or lost, the Registrar shall deliver a new Bond of like amount, number, maturity date and tenor in exchange and substitution for and upon cancellation of any such mutilated Bond or in lieu of and in substitution for any Bond destroyed, stolen or lost, upon the payment of the reasonable expenses and charges of the Registrar in connection therewith; and, in the case of a Bond destroyed, stolen or lost, upon filing with the Registrar of evidence satisfactory to it that the Bond was destroyed, stolen or lost, and of the ownership thereof, and upon furnishing to the Registrar of an appropriate bond or indemnity in form, substance and amount satisfactory to it, in which both the County and the Registrar shall be named as obligees. All Bonds so surrendered to the Registrar shall be canceled by it and evidence of such cancellation shall be given to the County. If the mutilated, destroyed, stolen or lost Bond has already matured or been called for redemption in accordance with its terms it shall not be necessary to issue a new Bond prior to payment.

(i) Authenticating Agent. The Registrar is hereby designated authenticating agent for the Bonds, within the meaning of Minnesota Statutes, Section 475.55, Subdivision 1, as amended.

(j) Valid Obligations. All Bonds issued upon any transfer or exchange of Bonds shall be the valid obligations of the County, evidencing the same debt, and entitled to the same benefits under this Resolution as the Bonds surrendered upon such transfer or exchange.

2.06. Execution, Authentication and Delivery. The Bonds shall be prepared under the direction of the County Administrator and shall be executed on behalf of the County by the signatures of the Chairperson and County Administrator, provided that the signatures may be printed, engraved or lithographed facsimiles of the originals. In case any officer whose signature or a facsimile of whose signature shall appear on the Bonds shall cease to be such officer before the delivery of any Bond, such signature or facsimile shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery. Notwithstanding such execution, no Bond shall be valid or obligatory for any purpose or entitled to any security or benefit under this Resolution unless and until a certificate of authentication on the Bond has been duly executed by the manual signature of an authorized representative of the Registrar. Certificates of authentication on different Bonds need not be signed by the same representative. The executed certificate of authentication on each Bond shall be conclusive evidence that it has been authenticated and delivered under this Resolution. When the Bonds have been prepared, executed and authenticated, the County Administrator shall deliver them to the Purchaser upon payment of

the purchase price in accordance with the contract of sale heretofore executed, and the Purchaser shall not be obligated to see to the application of the purchase price.

2.07. Securities Depository. (a) For purposes of this section the following terms shall have the following meanings:

“Beneficial Owner” shall mean, whenever used with respect to a Bond, the person in whose name such Bond is recorded as the beneficial owner of such Bond by a Participant on the records of such Participant, or such person’s subrogee.

“Cede & Co.” shall mean Cede & Co., the nominee of DTC, and any successor nominee of DTC with respect to the Bonds.

“DTC” shall mean The Depository Trust Company of New York, New York.

“Participant” shall mean any broker-dealer, bank or other financial institution for which DTC holds Bonds as securities depository.

“Representation Letter” shall mean the Representation Letter pursuant to which the sender agrees to comply with DTC’s Operational Arrangements.

(b) The Bonds shall be initially issued as separately authenticated fully registered bonds, and one Bond shall be issued in the principal amount of each stated maturity of the Bonds. Upon initial issuance, the ownership of such Bonds shall be registered in the bond register in the name of Cede & Co., as nominee of DTC. The Registrar and the County may treat DTC (or its nominee) as the sole and exclusive owner of the Bonds registered in its name for the purposes of payment of the principal of or interest on the Bonds, selecting the Bonds or portions thereof to be redeemed, if any, giving any notice permitted or required to be given to registered owners of Bonds under this resolution, registering the transfer of Bonds, and for all other purposes whatsoever, and neither the Registrar nor the County shall be affected by any notice to the contrary. Neither the Registrar nor the County shall have any responsibility or obligation to any Participant, any person claiming a beneficial ownership interest in the Bonds under or through DTC or any Participant, or any other person which is not shown on the bond register as being a registered owner of any Bonds, with respect to the accuracy of any records maintained by DTC or any Participant, with respect to the payment by DTC or any Participant of any amount with respect to the principal of or interest on the Bonds, with respect to any notice which is permitted or required to be given to owners of Bonds under this resolution, or with respect to any consent given or other action taken by DTC as registered owner of the Bonds. So long as any Bond is registered in the name of Cede & Co., as nominee of DTC, the Registrar shall pay all principal of and interest on such Bond, and shall give all notices with respect to such Bond, only to Cede & Co. in accordance with DTC's Operational Arrangements, and all such payments shall be valid and effective to fully satisfy and discharge the County’s obligations with respect to the principal of and interest on the Bonds to the extent of the sum or sums so paid. No person other than DTC shall receive an authenticated Bond for each separate stated maturity evidencing the obligation of the County to make payments of principal and interest. Upon delivery by DTC to the Registrar of written notice to the effect that DTC has

determined to substitute a new nominee in place of Cede & Co., the Bonds will be transferable to such new nominee in accordance with paragraph (e) hereof.

(c) In the event the County determines that it is in the best interest of the Beneficial Owners that they be able to obtain Bonds in the form of bond certificates, the County may notify DTC and the Registrar, whereupon DTC shall notify the Participants of the availability through DTC of Bonds in the form of certificates. In such event, the Bonds will be transferable in accordance with paragraph (e) hereof. DTC may determine to discontinue providing its services with respect to the Bonds at any time by giving notice to the County and the Registrar and discharging its responsibilities with respect thereto under applicable law. In such event the Bonds will be transferable in accordance with paragraph (e) hereof.

(d) The execution and delivery of the Representation Letter to DTC by the Chairperson or County Administrator, if not previously filed, is hereby authorized and directed.

(e) In the event that any transfer or exchange of Bonds is permitted under paragraph (b) or (c) hereof, such transfer or exchange shall be accomplished upon receipt by the Registrar of the Bonds to be transferred or exchanged and appropriate instruments of transfer to the permitted transferee in accordance with the provisions of this resolution. In the event Bonds in the form of certificates are issued to owners other than Cede & Co., its successor as nominee for DTC as owner of all the Bonds, or another securities depository as owner of all the Bonds, the provisions of this resolution shall also apply to all matters relating thereto, including, without limitation, the printing of such Bonds in the form of bond certificates and the method of payment of principal of and interest on such Bonds in the form of bond certificates.

2.09. Form of Bonds. The Bonds shall be prepared in substantially the form attached as Exhibit A hereto.

SECTION 3. USE OF PROCEEDS: REFUNDING. Proceeds of the Bonds in the amount of \$[] shall be deposited in the sinking fund established for the Series 2012 Bonds to be applied to their payment on the Redemption Date and proceeds of the Bonds in the amount of \$[] shall be used to pay costs of issuance of the Bonds.

The County Administrator is hereby directed to advise U.S. Bank National Association, as paying agent for the Refunded Bonds, to call the Refunded Bonds for redemption and prepayment on the Redemption Date and to give notice of redemption, substantially in the form attached as Exhibit B hereto, all in accordance with the resolution authorizing the issuance of the Refunded Bonds.

SECTION 4. GENERAL OBLIGATION WATERSHED DISTRICT REFUNDING BONDS, SERIES 2020B BOND FUND.

The Bonds shall be payable from a separate General Obligation Watershed District Refunding Bonds, Series 2020B Bond Fund (the "Bond Fund") of the County, which Bond Fund the County agrees to maintain until the Bonds have been paid in full. Into the Bond Fund shall be paid:

- (i) Bond proceeds in the amount of \$[____], representing funds received from the Purchaser upon delivery of the Bonds in excess of the amounts specified in Section 3 above;
- (ii) all special assessments and ad valorem taxes levied and collected in accordance with this Resolution; and
- (iii) all other moneys as shall be appropriated by the Board to the Bond Fund from time to time.

There are hereby established two accounts in the Bond Fund, designated as the "Debt Service Account" and the "Surplus Account." All money appropriated or to be deposited in the Bond Fund shall be deposited as received into the Debt Service Account. On each February 1, the County Auditor-Treasurer shall determine the amount on hand in the Debt Service Account. If such amount is in excess of one-twelfth of the debt service payable from the Bond Fund in the immediately preceding 12 months, the County Administrator shall promptly transfer the amount in excess to the Surplus Account. The County appropriates to the Surplus Account any amounts to be transferred thereto from the Debt Service Account as herein provided and all income derived from the investment of amounts on hand in the Surplus Account. If at any time the amount on hand in the Debt Service Account is insufficient to meet the requirements of the Bond Fund, the County Administrator shall transfer to the Debt Service Account amounts on hand in the Surplus Account to the extent necessary to cure such deficiency.

If the balance in the Bond Fund is at any time insufficient to pay all interest and principal then due on all Bonds payable therefrom, the payment shall be made from any fund of the County which is available for that purpose, subject to reimbursement from the Surplus Account when the balance therein is sufficient, and the County covenants and agrees that it will each year levy a sufficient amount of ad valorem taxes to take care of any accumulated or anticipated deficiency, which levy is not subject to any constitutional or statutory limitation.

SECTION 5. SPECIAL ASSESSMENTS. For the payment of the cost of the Project financed by the Series 2012 Bonds and refinanced by the Bonds, the County has levied special assessments against all assessable lots, tracts and parcels of land benefited thereby and located within the area proposed to be assessed therefor, based upon the benefits received by each such lot, tract or parcel, in an aggregate principal amount not less than the original principal amount of the Series 2012 Bonds. In the event any special assessment shall at any time be held invalid with respect to any lot or tract of land, due to any error, defect or irregularity in any action or proceeding taken or to be taken by the County or by this Board or by any of the officers or employees of the County, either in the making of such special assessment or in the performance of any condition precedent thereto, the County hereby covenants and agrees that it will forthwith do all such further things and take all such further proceedings as shall be required by law to make such special assessment a valid and binding lien upon said property.

SECTION 6. PLEDGE OF TAXING POWERS. For the prompt and full payment of the principal of and interest on the Bonds as such payments respectively become due, the full faith, credit and unlimited taxing powers of the County shall be and are hereby irrevocably pledged. It is, however, presently estimated that the special assessments appropriated to the Bond Fund pursuant to Section

5 will provide sums not less than 5% in excess of principal and interest on the Bonds when due, and therefore no tax levy is presently required.

SECTION 7. BOND FUND BALANCE RESTRICTION. In order to ensure compliance with the Internal Revenue Code of 1986, as amended (the "Code"), and applicable Treasury Regulations thereunder (the "Regulations"), upon allocation of any funds to the Bond Fund, the balance then on hand in the Bond Fund shall be ascertained. If it exceeds the amount of principal and interest on the Bonds to become due and payable through February 1 next following, plus a reasonable carryover equal to 1/12th of the debt service due in the following bond year, the excess shall (unless an opinion is otherwise received from bond counsel) be used to prepay the Bonds, or invested at a yield which does not exceed the yield on the Bonds calculated in accordance with Section 148 of the Code.

SECTION 8. DEFEASANCE. When all of the Bonds have been discharged as provided in this Section, all pledges, covenants and other rights granted by this Resolution to the registered owners of the Bonds shall cease. The County may discharge its obligations with respect to any Bonds which are due on any date by depositing with the Registrar on or before that date a sum sufficient for the payment thereof in full; or, if any Bond should not be paid when due, it may nevertheless be discharged by depositing with the Registrar a sum sufficient for the payment thereof in full with interest accrued from the due date to the date of such deposit. The County may also discharge its obligations with respect to any prepayable Bonds called for redemption on any date when they are prepayable according to their terms by depositing with the Registrar on or before that date an amount equal to the principal, redemption premium, if any, and interest then due, provided that notice of such redemption has been duly given as provided herein. The County may also at any time discharge its obligations with respect to any Bonds, subject to the provisions of law now or hereafter authorizing and regulating such action, by depositing irrevocably in escrow, with a bank or trust company qualified by law as an escrow agent for this purpose, cash or securities which are authorized by law to be so deposited, bearing interest payable at such time and at such rates and maturing or callable at the holder's option on such dates as shall be required to pay all principal and interest to become due thereon to maturity or earlier designated redemption date, provided, however, that if such deposit is made more than ninety days before the maturity date or specified redemption date of the Bonds to be discharged, the County shall have received a written opinion of Bond Counsel to the effect that such deposit does not adversely affect the exemption of interest on any Bonds from federal income taxation and a written report of an accountant or investment banking firm verifying that the deposit is sufficient to pay when due all of the principal and interest on the Bonds to be discharged on and before their maturity dates or, if notice of redemption as herein required has been irrevocably provided for, to such earlier redemption date.

SECTION 9. TAX COVENANTS; ARBITRAGE MATTERS AND CONTINUING DISCLOSURE.

9.01. Covenant. The County covenants and agrees with the owners from time to time of the Bonds, that it will not take, or permit to be taken by any of its officers, employees or agents, any action which would cause the interest on the Bonds to become includable in gross income of the recipient under the Code and applicable Regulations, and covenants to take any and all affirmative actions within its powers to ensure that the interest on the Bonds will not become

includable in gross income of the recipient under the Code and applicable Regulations. The County represents and covenants that the Project financed and refinanced from the proceeds of the Bonds is and will be owned and operated by the District as part of its publicly available drainage system. The County and the District have not entered and will not enter into any lease, management contract, operating agreement, use agreement or other contract relating to the use, operation or maintenance of the Project or any part thereof which would cause the Bonds to be considered “private activity bonds” or “private loan bonds” pursuant to Section 141 of the Code.

9.02. Arbitrage Certification. The Chairperson and County Administrator being the officers of the County charged with the responsibility for issuing the Bonds pursuant to this Resolution, are authorized and directed to execute and deliver to the Purchaser a certificate in accordance with the provisions of Section 148 of the Code and applicable Regulations, stating that on the basis of facts, estimates and circumstances in existence on the date of issue and delivery of the Bonds, it is reasonably expected that the proceeds of the Bonds will not be used in a manner that would cause the Bonds to be “arbitrage bonds” within the meaning of the Code and the applicable Regulations.

9.03. Arbitrage Rebate. The County acknowledges that the Bonds are subject to the rebate requirements of Section 148(f) of the Code. The County covenants and agrees to retain such records, make such determinations, file such reports and documents and pay such amounts at such times as are required under Section 148(f) and applicable Regulations to preserve the exclusion of interest on the Bonds from gross income for federal income tax purposes, unless the Bonds qualify for an exception from the rebate requirement pursuant to one of the spending exceptions set forth in Section 1.148-7 of the Regulations and no “gross proceeds” of the Bonds (other than amounts constituting a “bona fide debt service fund”) arise during or after the expenditure of the original proceeds thereof.

9.04. Qualified Tax-Exempt Obligations. The Board hereby designates the Bonds as “qualified tax-exempt obligations” for purposes of Section 265(b)(3) of the Code relating to the disallowance of interest expense for financial institutions, and hereby finds that the reasonably anticipated amount of tax-exempt obligations which are not private activity bonds (not treating qualified 501(c)(3) bonds under Section 145 of the Code as private activity bonds for the purpose of this representation) which will be issued by the County and all subordinate entities during calendar year 2020 does not exceed \$10,000,000.

9.05. CONTINUING DISCLOSURE. (a) Purpose and Beneficiaries. To provide for the public availability of certain information relating to the Bonds and the security therefor and to permit the Purchaser and other participating underwriters in the primary offering of the Bonds to comply with amendments to Rule 15c2-12 promulgated by the SEC under the Securities Exchange Act of 1934 (17 C.F.R. § 240.15c2-12), relating to continuing disclosure (as in effect and interpreted from time to time, the Rule), which will enhance the marketability of the Bonds, the County hereby makes the following covenants and agreements for the benefit of the Owners (as hereinafter defined) from time to time of the Outstanding Bonds. The County is the only obligated person in respect of the Bonds within the meaning of the Rule for purposes of identifying the entities in respect of which continuing disclosure must be made. If the County fails to comply with any provisions of this section, any person aggrieved thereby, including the Owners of any Outstanding Bonds, may take whatever action at law or in equity may appear necessary or

appropriate to enforce performance and observance of any agreement or covenant contained in this section, including an action for a writ of mandamus or specific performance. Direct, indirect, consequential and punitive damages shall not be recoverable for any default hereunder to the extent permitted by law. Notwithstanding anything to the contrary contained herein, in no event shall a default under this section constitute a default under the Bonds or under any other provision of this resolution. As used in this section, Owner or Bondowner means, in respect of a Bond, the registered owner or owners thereof appearing in the bond register maintained by the Registrar or any Beneficial Owner (as hereinafter defined) thereof, if such Beneficial Owner provides to the Registrar evidence of such beneficial ownership in form and substance reasonably satisfactory to the Registrar. As used herein, Beneficial Owner means, in respect of a Bond, any person or entity which (i) has the power, directly or indirectly, to vote or consent with respect to, or to dispose of ownership of, such Bond (including persons or entities holding Bonds through nominees, depositories or other intermediaries), or (ii) is treated as the owner of the Bond for federal income tax purposes.

(b) Information To Be Disclosed. The County will provide, in the manner set forth in subsection (c) hereof, either directly or indirectly through an agent designated by the County, the following information at the following times:

- (3) on or before twelve (12) months after the end of each fiscal year of the County, commencing with the fiscal year ending December 31, 2019, the following financial information and operating data in respect of the County (the Disclosure Information):
 - (A) the audited financial statements of the County for such fiscal year, prepared in accordance with generally accepted accounting principles in accordance with the governmental accounting standards promulgated by the Governmental Accounting Standards Board or as otherwise provided under Minnesota law, as in effect from time to time, or, if and to the extent such financial statements have not been prepared in accordance with such generally accepted accounting principles for reasons beyond the reasonable control of the County, noting the discrepancies therefrom and the effect thereof, and certified as to accuracy and completeness in all material respects by the fiscal officer of the County; and
 - (B) to the extent not included in the financial statements referred to in paragraph (A) hereof, the information for such fiscal year or for the period most recently available of the type contained in the Official Statement under headings: "Property Valuations and Taxes" and "Indebtedness," which information may be unaudited.

Notwithstanding the foregoing paragraph, if the audited financial statements are not available by the date specified, the County shall provide on or before such date unaudited financial statements in the format required for the audited financial statements as part of the Disclosure Information and, within 10 days after the receipt thereof, the County shall provide the audited financial statements. Any or all of the Disclosure Information may be incorporated by reference, if it is updated as required hereby, from other documents, including official statements, which have been

submitted to the Municipal Securities Rulemaking Board (MSRB) through its Electronic Municipal Market Access System (EMMA) or to the SEC. If the document incorporated by reference is a final official statement, it must be available from the MSRB. The County shall clearly identify in the Disclosure Information each document so incorporated by reference. If any part of the Disclosure Information can no longer be generated because the operations of the County have materially changed or been discontinued, such Disclosure Information need no longer be provided if the County includes in the Disclosure Information a statement to such effect; provided, however, if such operations have been replaced by other County operations in respect of which data is not included in the Disclosure Information and the County determines that certain specified data regarding such replacement operations would be a Material Fact (as defined in paragraph (2) hereof), then, from and after such determination, the Disclosure Information shall include such additional specified data regarding the replacement operations. If the Disclosure Information is changed or this section is amended as permitted by this paragraph (b)(1) or subsection (d), then the County shall include in the next Disclosure Information to be delivered hereunder, to the extent necessary, an explanation of the reasons for the amendment and the effect of any change in the type of financial information or operating data provided.

- (4) In a timely manner not in excess of ten business days after the occurrence of the event, notice of the occurrence of any of the following events (each a "Material Fact"):
- (A) Principal and interest payment delinquencies;
 - (B) Non-payment related defaults, if material;
 - (C) Unscheduled draws on debt service reserves reflecting financial difficulties;
 - (D) Unscheduled draws on credit enhancements reflecting financial difficulties;
 - (E) Substitution of credit or liquidity providers, or their failure to perform;
 - (F) Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax status of the security, or other material events affecting the tax status of the security;
 - (G) Modifications to rights of security holders, if material;
 - (H) Bond calls, if material, and tender offers;
 - (I) Defeasances;
 - (J) Release, substitution, or sale of property securing repayment of the securities, if material;
 - (K) Rating changes;
 - (L) Bankruptcy, insolvency, receivership or similar event of the obligated person;
 - (M) The consummation of a merger, consolidation, or acquisition involving an obligated person or the sale of all or substantially all of the assets of the obligated person, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material;
 - (N) Appointment of a successor or additional trustee or the change of name of a trustee, if material;

- (O) Incurrence of a financial obligation of the obligated person, if material, or agreement to covenants, events of default, remedies, priority rights, or other similar terms of a financial obligation of the obligated person, any of which affect security holders, if material; and
- (P) Default, event of acceleration, termination event, modification of terms, or other similar events under the terms of a financial obligation of the obligated person, any of which reflect financial difficulties.

For purposes of the events identified in paragraphs (O) and (P) above, the term “financial obligation” means (i) a debt obligation; (ii) a derivative instrument entered into in connection with, or pledged as security or a source of payment for, an existing or planned debt obligation; or (iii) a guarantee of (i) or (ii). The term “financial obligation” shall not include municipal securities as to which a final official statement has been provided to the MSRB consistent with the Rule.

As used herein, for those events that must be reported if material, an event is “material” if it is an event as to which a substantial likelihood exists that a reasonably prudent investor would attach importance thereto in deciding to buy, hold or sell a Bond or, if not disclosed, would significantly alter the total information otherwise available to an investor from the Official Statement, information disclosed hereunder or information generally available to the public. Notwithstanding the foregoing sentence, an event is also “material” if it is an event that would be deemed material for purposes of the purchase, holding or sale of a Bond within the meaning of applicable federal securities laws, as interpreted at the time of discovery of the occurrence of the event.

For the purposes of the event identified in (L) hereinabove, the event is considered to occur when any of the following occur: the appointment of a receiver, fiscal agent or similar officer for an obligated person in a proceeding under the U.S. Bankruptcy Code or in any other proceeding under state or federal law in which a court or governmental authority has assumed jurisdiction over substantially all of the assets or business of the obligated person, or if such jurisdiction has been assumed by leaving the existing governing body and officials or officers in possession but subject to the supervision and orders of a court or governmental authority, or the entry of an order confirming a plan of reorganization, arrangement or liquidation by a court or governmental authority having supervision or jurisdiction over substantially all of the assets or business of the obligated person.

- (3) In a timely manner, notice of the occurrence of any of the following events or conditions:
 - (A) the failure of the County to provide the Disclosure Information required under paragraph (b)(1) at the time specified thereunder;
 - (B) the amendment or supplementing of this section pursuant to subsection (d), together with a copy of such amendment or supplement and any explanation provided by the County under subsection (d)(2);
 - (C) the termination of the obligations of the County under this section pursuant to subsection (d);
 - (D) any change in the accounting principles pursuant to which the financial statements constituting a portion of the Disclosure Information are prepared; and
 - (E) any change in the fiscal year of the County.

(c) Manner of Disclosure.

- (2) The County agrees to make available to the MSRB through EMMA, in an electronic format as prescribed by the MSRB, the information described in subsection (b).
- (2) All documents provided to the MSRB pursuant to this subsection (c) shall be accompanied by identifying information as prescribed by the MSRB from time to time.

(d) Term; Amendments; Interpretation.

- (1) The covenants of the County in this section shall remain in effect so long as any Bonds are Outstanding. Notwithstanding the preceding sentence, however, the obligations of the County under this section shall terminate and be without further effect as of any date on which the County delivers to the Registrar an opinion of Bond Counsel to the effect that, because of legislative action or final judicial or administrative actions or proceedings, the failure of the County to comply with the requirements of this section will not cause participating underwriters in the primary offering of the Bonds to be in violation of the Rule or other applicable requirements of the Securities Exchange Act of 1934, as amended, or any statutes or laws successory thereto or amendatory thereof.
- (2) This section (and the form and requirements of the Disclosure Information) may be amended or supplemented by the County from time to time, without notice to (except as provided in paragraph (c)(3) hereof) or the consent of the Owners of any Bonds, by a resolution of this Board filed in the office of the recording officer of the County accompanied by an opinion of Bond Counsel, who may rely on certificates of the County and others and the opinion may be subject to customary qualifications, to the effect that: (i) such amendment or supplement (a) is made in connection with a change in circumstances that arises from a change in law or regulation or a change in the identity, nature or status of the County or the type of operations conducted by the County, or (b) is required by, or better complies with, the provisions of paragraph (b)(5) of the Rule; (ii) this section as so amended or supplemented would have complied with the requirements of paragraph (b)(5) of the Rule at the time of the primary offering of the Bonds, giving effect to any change in circumstances applicable under clause (i)(a) and assuming that the Rule as in effect and interpreted at the time of the amendment or supplement was in effect at the time of the primary offering; and (iii) such amendment or supplement does not materially impair the interests of the Bondowners under the Rule. If the Disclosure Information is so amended, the County agrees to provide, contemporaneously with the effectiveness of such amendment, an explanation of the reasons for the amendment and the effect, if any, of the change in the type of financial information or operating data being provided hereunder.

- (3) This section is entered into to comply with the continuing disclosure provisions of the Rule and should be construed so as to satisfy the requirements of paragraph (b)(5) of the Rule.

SECTION 10. CERTIFICATION OF PROCEEDINGS.

10.01. Registration. The County Administrator is hereby authorized and directed to file a certified copy of this resolution in the County records, together with such additional information as required, and to issue a certificate that the Bonds have been duly entered upon the Auditor-Treasurer's bond register.

10.02. Certification of Records. The officers of the County are hereby authorized and directed to prepare and furnish to the Purchaser and to Dorsey & Whitney LLP, Bond Counsel, certified copies of all proceedings and records of the County relating to the Bonds and to the financial condition and affairs of the County, and such other affidavits, certificates and information as may be required to show the facts relating to the legality and marketability of the Bonds as they appear from the books and records under their custody and control or as otherwise known to them, and all such certified copies, certificates and affidavits, including any heretofore furnished, shall be deemed representations of the County to the facts recited herein.

10.03. Official Statement. The Official Statement relating to the Bonds, prepared and distributed by PFM Financial Advisors LLC, the municipal advisor for the County, together with any addendum thereto, is hereby approved. PFM Financial Advisors LLC is hereby authorized on behalf of the County to prepare and distribute to the Purchaser within seven business days from the date hereof, a supplement to the Official Statement listing the offering price, the interest rates, selling compensation, delivery date, the underwriters and such other information relating to the Bonds as is required to be included in the Official Statement by the Rule. The officers of the County are hereby authorized and directed to execute such certificates as may be appropriate concerning the accuracy, completeness and sufficiency of the Official Statement.

BE IT FINALLY RESOLVED, That this resolution shall be in full force and effect from and after its passage.

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

STATE OF MINNESOTA)) ss.
COUNTY OF POLK)

I, Charles S. Whiting, County Administrator to and Clerk of the Polk County Board of Commissioners do hereby certify that I have compared the foregoing resolution with the original resolution filed in my office on the 18th day of February 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 18th day of February, 2020.

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

EXHIBIT A
FORM OF SERIES 2020B BONDS

UNITED STATES OF AMERICA
STATE OF MINNESOTA

POLK COUNTY

GENERAL OBLIGATION WATERSHED DISTRICT REFUNDING BOND,
SERIES 2020B

No. R-___ \$ _____

| <u>Interest Rate</u> | <u>Maturity Date</u> | <u>Date of Original Issue</u> | <u>CUSIP No.</u> |
|----------------------|----------------------|-------------------------------|------------------|
| ___% | February 1, 20__ | March 12, 2020 | |

REGISTERED OWNER: CEDE & CO.

PRINCIPAL AMOUNT: THOUSAND DOLLARS

POLK COUNTY, State of Minnesota (the "County"), acknowledges itself to be indebted and hereby promises to pay to the registered owner named above, or registered assigns, the principal amount specified above on the maturity date specified above and promises to pay interest thereon from the date of original issue specified above or from the most recent Interest Payment Date (as hereinafter defined) to which interest has been paid or duly provided for, at the annual rate specified above, payable on February 1 and August 1 of each year, commencing August 1, 2020 (each such date, an "Interest Payment Date"), all subject to the provisions referred to herein with respect to the redemption of the principal of this Bond before maturity. The interest so payable on any Interest Payment Date shall be paid to the person in whose name this Bond is registered at the close of business on the fifteenth day (whether or not a business day) of the immediately preceding month. Interest hereon shall be computed on the basis of a 360-day year composed of twelve 30-day months. The interest hereon and, upon presentation and surrender hereof at the principal office of the Registrar described below, the principal hereof are payable in lawful money of the United States of America by check or draft drawn on U.S. Bank National Association, in St. Paul, Minnesota, as bond registrar, transfer agent and paying agent, or its successor designated under the Resolution described herein (the "Registrar"). For the prompt and full payment of such principal and interest as the same respectively become due, the full faith and credit and taxing powers of the County have been and are hereby irrevocably pledged.

This Bond is one of an issue in the aggregate principal amount of \$[1,625,000] issued pursuant to a resolution adopted by the Board of Commissioners on February 18, 2020 (the "Resolution"), to currently refund certain of the County's outstanding general obligation bonds, the proceeds of which financed the costs of certain improvements (the "Project") in the Sand Hill River Watershed District (the "District"). This Bond is issued by authority of and in strict accordance with the provisions of the Constitution and laws of the State of Minnesota thereunto enabling, including Minnesota Statutes, Chapters 103D and 475. The Bonds are issuable only in fully registered form, in denominations of \$5,000 or any multiple thereof, of single maturities.

Bonds maturing on February 1, 2029, and later years shall be subject to redemption and prepayment at the option of the County, in whole or in part, in such order of maturity dates as the County may select and, within a maturity, by lot as selected by the Registrar (or, if applicable, by the Bond depository in accordance with its customary procedures) in multiples of \$5,000, on February 1, 2028, and on any date thereafter, at a price equal to the principal amount thereof and accrued interest to the date of redemption. The County shall cause notice of the call for redemption thereof to be published if and to the extent required by law, and at least twenty (20) and not more than sixty (60) days prior to the designated redemption date, shall cause notice of call for redemption to be mailed, by first class mail (or, if applicable, provided in accordance with the operational arrangements of the securities depository), to the registered holders of any Bonds, at the holders' addresses as they appear on the Bond register maintained by the Bond Registrar, but no defect in or failure to give such mailed notice of redemption shall affect the validity of proceedings for the redemption of any Bond not affected by such defect or failure. Official notice of redemption having been given as aforesaid, the Bonds or portions of Bonds so to be redeemed shall, on the redemption date, become due and payable at the redemption price therein specified and from and after such date (unless the County shall default in the payment of the redemption price) such Bonds or portions of Bonds shall cease to bear interest. Upon partial redemption of any Bond, a new Bond or Bonds will be delivered to the owner without charge, representing the remaining principal amount outstanding.

[TO BE REVISED IF THERE ARE TERM BONDS]

[Bonds maturing on February 1, 20__ and 20__ (the "Term Bonds") shall be subject to mandatory redemption prior to maturity at a redemption price equal to the stated principal amount thereof plus interest accrued thereon to the redemption date, without premium. The Registrar shall select for redemption, by lot or other manner deemed fair, on February 1 in each of the following years the following stated principal amounts of such Bonds:

| <u>Term Bonds Maturing in 20__</u> | | <u>Term Bonds Maturing in 20__</u> | |
|--------------------------------------|---------------------------------------|--------------------------------------|---------------------------------------|
| <u>Sinking Fund Payment Date</u> | <u>Aggregate Principal Amount</u> | <u>Sinking Fund Payment Date</u> | <u>Aggregate Principal Amount</u> |
| (final maturity) | | (final maturity) | |

Notice of redemption shall be given as provided in the preceding paragraph.]

Notwithstanding any other provisions of this Bond, so long as this Bond is registered in the name of Cede & Co., as nominee of The Depository Trust Company, or in the name of any other nominee of The Depository Trust Company or other securities depository, the Registrar shall pay all principal of and interest on this Bond, and shall give all notices with respect to this Bond, only to Cede & Co. or other nominee in accordance with the operational arrangements of The Depository Trust Company or other securities depository as agreed to by the County.

The Bonds have been designated as "qualified tax-exempt obligations" pursuant to Section 265(b) of the Internal Revenue Code of 1986, as amended.

The County and the Registrar may deem and treat the person in whose name this Bond is registered as the absolute owner hereof, whether this Bond is overdue or not, for the purpose of receiving payment and for all other purposes, and neither the County nor the Registrar shall be affected by any notice to the contrary.

IT IS HEREBY CERTIFIED, RECITED, COVENANTED AND AGREED that all acts, conditions and things required by the Constitution and laws of the State of Minnesota to be done, to exist, to happen and to be performed preliminary to and in the issuance of this Bond in order to make it a valid and binding general obligation of the County in accordance with its terms, have been done, do exist, have happened and have been performed as so required; that, prior to the issuance hereof, the County has levied special assessments upon property specially benefited by the improvements in an amount not less than the total amount of bonds to be refunded issued with respect thereto, which assessments are sufficient to produce sums not less than 5% in excess of the principal of and interest on the Bonds when due, and has appropriated the special assessments to its General Obligation Watershed District Refunding Bonds, Series 2020B Bond Fund for the payment of principal and interest; that if necessary for payment of principal and interest, additional ad valorem taxes are required to be levied upon all taxable property in the County, without limitation as to rate or amount; and that the issuance of this Bond, together with all other indebtedness of the County outstanding on the date hereof and on the date of its actual issuance and delivery, does not cause the indebtedness of the County to exceed any constitutional or statutory limitation of indebtedness.

This Bond shall not be valid or become obligatory for any purpose or be entitled to any security or benefit under the Resolution until the Certificate of Authentication hereon shall have been executed by the Registrar by manual signature of one of its authorized representatives.

IN WITNESS WHEREOF, Polk County, Minnesota, by its Board of Commissioners, has caused this Bond to be executed on its behalf by the facsimile signatures of the Chairperson and County Administrator.

POLK COUNTY, MINNESOTA

(Facsimile Signature County Administrator)

(Facsimile Signature Chairperson)

CERTIFICATE OF AUTHENTICATION

This is one of the Bonds delivered pursuant to the Resolution mentioned within.

Date of Authentication: _____

U.S. BANK NATIONAL ASSOCIATION, as Bond
Registrar

By _____
Authorized Representative

EXHIBIT B

NOTICE OF REDEMPTION

\$2,710,000 General Obligation Watershed District Bonds, Series 2012
Dated February 8, 2012
Polk County, Minnesota

NOTICE IS HEREBY GIVEN THAT there have been called for redemption and prepayment on April 1, 2020, all outstanding Bonds of the above referenced issue, maturing on February 1 in the following years and having the interest rates and CUSIP numbers listed below:

| <u>Year</u> | <u>Amount</u> | <u>Interest Rate</u> | <u>CUSIP Number*</u> | <u>Year</u> | <u>Amount</u> | <u>Interest Rate</u> | <u>CUSIP Number*</u> |
|-------------|---------------|----------------------|----------------------|-------------|---------------|----------------------|----------------------|
| 2021 | \$ 135,000 | 2.00% | 731214 SP8 | 2029 | \$ 405,000 | 3.00% | 731214 SY9 |
| 2022 | 135,000 | 2.00 | 731214 SR4 | 2032 | 405,000 | 3.00 | 731214 TB8 |
| 2024 | 270,000 | 2.15 | 731214 ST0 | 2033 | 135,000 | 3.25 | 731214 TC6 |
| 2026 | 270,000 | 2.35 | 731214 SV5 | | | | |

The Bonds will be redeemed at a price of 100% of their principal amount plus accrued interest to the date of redemption. Holders of the Bonds should present them for payment to U.S. Bank National Association, St. Paul, Minnesota, on or before said date, when they will cease to bear interest, in the following manner:

If by Mail:

U.S. Bank
Corporate Trust Services
P.O. Box 64111
St. Paul, MN 55164-0111

If by Hand or Overnight Mail:

U.S. Bank
Corporate Trust Services
111 Fillmore Avenue East
St. Paul, MN 55107

Important Notice: In compliance with the Economic Growth and Tax Relief Reconciliation Act of 2001, federal backup withholding tax will be withheld at the applicable backup withholding rate in effect at the time the payment by the redeeming institutions if they are not provided with your social security number or federal employer identification number, properly certified. This requirement is fulfilled by submitting a W-9 Form, which may be obtained at a bank or other financial institution.

The Paying Agent shall not be responsible for the selection of or use of the CUSIP number, nor is any representation made as to its correctness indicated in this Notice of Redemption. It is included solely for the convenience of the Holders.

Additional information may be obtained from the undersigned or from PFM Financial Advisors LLC, 50 South Sixth Street, Suite 2250, Minneapolis, Minnesota 55402 (612.371.3749), municipal advisor to the County.

Dated: [_____], 2020.

BY ORDER OF THE BOARD OF COUNTY
COMMISSIONERS, POLK COUNTY, MINNESOTA

By _____
Polk County Administrator

*The Registrar shall not be responsible for the selection or use of the CUSIP numbers, nor is any representation made as to their correctness indicated in this Notice of Redemption or on any Bond. They are included solely for convenience of the Holders. Denotes full call of CUSIP.

CERTIFICATE OF POLK COUNTY AUDITOR-TREASURER
AS TO REGISTRATION

The undersigned, being the duly qualified and acting County Auditor-Treasurer of Polk County, hereby certifies that there has been filed in my office a certified copy of a resolution duly adopted on February 18, 2020, by the Board of Commissioners of Polk County, Minnesota, setting forth the form and details of an issue of \$[1,625,000] General Obligation Watershed District Refunding Bonds, Series 2020B, dated as of March 12, 2020, and levying taxes for the payment thereof.

I further certify that the issue has been entered on my bond register and the tax required by law for their payment has been levied and filed as required by Minnesota Statutes, Sections 475.61 to 475.63.

WITNESS my hand officially this 18th day of February, 2020.

County Auditor-Treasurer

(SEAL)

*** Polk County ***

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



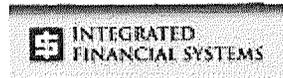
| Recap by Fund | <u>Fund</u> | <u>AMOUNT</u> | <u>Name</u> |
|----------------------|--------------------|----------------------|----------------------------|
| | 1 | 261,833.63 | General Revenue Fund |
| | 3 | 52,305.18 | Public Works Fund |
| | 16 | 44,905.20 | Public Safety Fund |
| | 18 | 17,991.19 | Public Health Fund |
| | 25 | 150.00 | Forfeited Tax Sale Fund |
| | 40 | 53,535.00 | Spec Assmnts (Ditch) Fund |
| | 48 | 196,082.75 | Environmntal Services Fund |
| | 64 | 222,272.85 | Resource Recovery Fund |
| | 65 | 74,417.48 | Landfill Fund |
| All Funds | | 923,493.28 | Total |

Approved by,

.....

.....

*** 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> | |
| 1676 4Imprint Inc | | | | | |
| 18- 482- 000- 0000- 6403 | | 477.77 Gala Supplies/ flashlights- 39 | 8058626 | Misc. Supplies | N |
| 1676 4Imprint Inc | | 477.77 1 Transactions | | | |
| 4307 Acme Tools - Grand Forks | | | | | |
| 03- 310- 000- 0000- 6607 | | 6,495.00 Pressure washer for shop | 7297644 | Equipment | N |
| 4307 Acme Tools - Grand Forks | | 6,495.00 1 Transactions | | | |
| 847 Advanced Tire & Auto Service | | | | | |
| 16- 200- 000- 0000- 6358 | | 238.56 Tow Forfeiture ICR20- 000068 | 20- 01554 | Towing Charges (Private Vehicles) | N |
| 16- 200- 000- 0000- 6608 | | 10.00 Labor on Wheel | 32290 | Vehicles Purchased | N |
| 16- 200- 000- 0000- 6364 | | 282.63 Tow Unit 235 | 41145 | Towing Charges (County Cars) | N |
| 847 Advanced Tire & Auto Service | | 531.19 3 Transactions | | | |
| 7997 Al's Electric Inc | | | | | |
| 16- 200- 000- 0000- 6602 | | 191.20 Wired Gas heater for Fosston | 11594 | Ground Improvements | N |
| 7997 Al's Electric Inc | | 191.20 1 Transactions | | | |
| 10319 Americinn by Wyndham | | | | | |
| 01- 091- 000- 0000- 6262 | | 103.52 Lodging Witess St v J Jerdee | 451- 644299 | Witness Fees | N |
| 10319 Americinn by Wyndham | | 103.52 1 Transactions | | | |
| 22 Ameripride Linen | | | | | |
| 48- 395- 000- 0000- 6412 | AP P | 96.64 - Mats/Mops/Towels | 160439100 | Custodial Supplies | N |
| 48- 395- 000- 0000- 6412 | | 180.38 - Mats/Mops/Towels | 160439100 | Custodial Supplies | N |
| 48- 398- 000- 0000- 6412 | AP P | 63.71 - Uniforms | 160439100 | Custodial Supplies | N |
| 48- 398- 000- 0000- 6412 | | 191.13 - Uniforms | 160439100 | Custodial Supplies | N |
| 22 Ameripride Linen | | 531.86 4 Transactions | | | |
| 10146 Ameripride Linen & Apparel Serv | | | | | |
| 03- 330- 000- 0000- 6303 | | 507.08 Service | 161684011 | Other Repair, Maintenance & Operator | N |
| 65- 393- 000- 0000- 6412 | | 224.08 Custodial Supplies | 561200 | Custodial Supplies | N |
| 65- 393- 000- 0000- 6425 | | 213.76 Uniforms | 561200 | Clothing | N |
| 65- 393- 000- 0000- 6859 | | 31.24 | 561200 | Sales Tax | N |
| 10146 Ameripride Linen & Apparel Serv | | 976.16 4 Transactions | | | |
| 6050 Ameripride Linen & Apparel Service | | | | | |

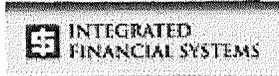
*** Polk County ***



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| <u>No. Account/Formula</u> | <u>Accr</u> | <u>Amount</u> | <u>Service Dates</u> | <u>Paid On Bhf # On Behalf of Name</u> | |
| 48-396-000-0000-6412 | | 310.31 | - Uniforms/Mats/Mops | 350269559 Custodial Supplies | N |
| 48-396-000-0000-6859 | | 22.08 | Tax | 350269559 Sales Tax | N |
| 64-390-000-0000-6412 | | 445.20 | Custodial Supplies | 0442600 Custodial Supplies | N |
| 64-390-000-0000-6425 | | 1,061.56 | Uniforms | 0442600 Clothing | N |
| 64-390-000-0000-6859 | | 107.39 | Sales Tax | 0442600 Sales Tax | N |
| 64-391-000-0000-6412 | | 133.76 | Mats, mops, etc | 0442600 Custodial Supplies | N |
| 64-391-000-0000-6425 | | 714.10 | Uniforms | 0442600 Clothing | N |
| 64-391-000-0000-6859 | | 60.42 | Sales Tax | 0442600 Sales Tax | N |
| 6050 Ameripride Linen & Apparel Service | | 2,854.82 | 8 Transactions | | |
| 4248 Amsterdam Printing & Litho | | | | | |
| 48-396-000-0000-6834 | | 464.43 | - EE Carabiner Hi- Liters | 6535886 Ed Supplies | N |
| 48-396-000-0000-6859 | | 33.09 | Tax | 6535886 Sales Tax | N |
| 4248 Amsterdam Printing & Litho | | 497.52 | 2 Transactions | | |
| 6504 Anders Valley Publishing, LLC | | | | | |
| 16-200-000-0000-6242 | | 35.00 | Subscription | 6664 Subscriptions | N |
| | | | 02/01/2020 02/01/2021 | | |
| 6504 Anders Valley Publishing, LLC | | 35.00 | 1 Transactions | | |
| 5363 Architectural Resources Inc | | | | | |
| 01-111-188-1211-6605 | | 5,245.43 | HSC Roof Project Design Exp | Y16133-21 Building Improvements | N |
| 5363 Architectural Resources Inc | | 5,245.43 | 1 Transactions | | |
| 3164 Assoc Of Mn Counties | | | | | |
| 01-001-000-0000-6244 | | 35.00 | MRC Annual Meeting | Registration Fees | N |
| 01-001-000-0000-6243 | | 2,700.00 | MRC MN Rural Cty 2020 Dues | 55679 Membership Dues | N |
| 3164 Assoc Of Mn Counties | | 2,735.00 | 2 Transactions | | |
| 2765 Auto Value - Crookston | | | | | |
| 03-330-000-0000-6303 | | 127.31 | Supplies | C#7642600 Other Repair, Maintenance & Operator | N |
| 03-330-000-0000-6564 | | 851.16 | Parts | C#7642600 Machinery Parts | N |
| 48-396-000-0000-6301 | | 177.96 | - Gaskets/Acetylene- Organics Bi | 76156480 Machinery & Equipment | N |
| 2765 Auto Value - Crookston | | 1,156.43 | 3 Transactions | | |
| 4590 Auto Value Fosston | | | | | |
| 64-390-000-0000-6305 | | 10.98 | nontaxable parts/supplies | 2587 Equipment Repair Supplies\ Nontaxabl | N |

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2/12/20 12:08PM
Resource Recovery Fund

*** Polk County ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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| 64- 390- 000- 7380- 6301 | | 54.16 | Recycle Ctr Loader | 2587 Machinery & Equip. Repairs | N |
| 64- 390- 000- 7390- 6301 | | 14.76 | 2008 Cat Loader | 2587 Machinery & Equip. Repairs | N |
| 4590 Auto Value Fosston | | 79.90 | 3 Transactions | | |
| 6917 Bearings and More of Wadena | | | | | |
| 64- 391- 000- 0000- 6301 | | 97.94 | Trommel Parts | 49755 Machinery & Equipment | N |
| 6917 Bearings and More of Wadena | | 97.94 | 1 Transactions | | |
| 4313 Bemidji Welders Supply | | | | | |
| 64- 390- 000- 0000- 6565 | | 682.83 | Welding Supplies | 57200 Other Repair & Maintenance Supplies | N |
| 64- 390- 000- 0000- 6859 | | 48.64 | Sales Tax | 57200 Sales Tax | N |
| 4313 Bemidji Welders Supply | | 731.47 | 2 Transactions | | |
| 10952 Benco Equipment | | | | | |
| 48- 398- 000- 0000- 6302 | | 201.52 | - T899 WO Furn Transfrmr/Elctrd | Cust 40806445 Grounds | N |
| 10952 Benco Equipment | | 201.52 | 1 Transactions | | |
| 5555 Berg/Kevin | | | | | |
| 16- 200- 000- 0000- 6207 | | 16.51 | Meal Reimbursement Transport | Prisoner Conveyance - Meals | N |
| 16- 200- 000- 0000- 6207 | | 21.28 | Meal Reimbursement Transport | Prisoner Conveyance - Meals | N |
| 5555 Berg/Kevin | | 37.79 | 2 Transactions | | |
| 6969 BHS Bulk Handling Systems | | | | | |
| 64- 390- 000- 0000- 6301 | | 1,439.23 | Belt for Eddy | 1905401 Machinery & Equip. Repairs | N |
| 6969 BHS Bulk Handling Systems | | 1,439.23 | 1 Transactions | | |
| 5603 Bibow/Emily | | | | | |
| 18- 482- 000- 0000- 6331 | | 179.40 | Correction Ctr Mileage - 53 | Mileage | N |
| 5603 Bibow/Emily | | 179.40 | 1 Transactions | | |
| 4890 Biddle Consulting Group Inc | | | | | |
| 16- 222- 000- 0000- 6816 | | 439.00 | CritiCall Elite Maint Renewal | 62901 Training | N |
| 4890 Biddle Consulting Group Inc | | 439.00 | 1 Transactions | | |
| 7777 Bjorgo/John | | | | | |
| 03- 310- 000- 0000- 6417 | | 10.68 | Safety Glasses | Safety Equipment & Supplies | N |
| 03- 310- 000- 0000- 6417 | | 33.96 | Clothing Allowance | Safety Equipment & Supplies | N |

*** Polk County ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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| 7777 Bjorgo/John | | 44.64 | 2 Transactions | | |
| 5851 Blilie/Holly | | | | | |
| 18- 482- 000- 0000- 6331 | | 1.73 | Correction Ctr Mileage- 53 | Mileage | N |
| 18- 482- 000- 0000- 6331 | | 9.20 | H/P Mileage- 51 | Mileage | N |
| 18- 493- 000- 0000- 6331 | | 98.90 | Waiver Services Mileage - 93 | Mileage | N |
| 5851 Blilie/Holly | | 109.83 | 3 Transactions | | |
| 5067 Blue Tarp Financial Inc | | | | | |
| 64- 390- 000- 0000- 6301 | | 62.98 | Equipment Parts | 141376 | Machinery & Equip. Repairs N |
| 64- 390- 000- 0000- 6859 | | 4.33 | Sales Tax | 141376 | Sales Tax N |
| 5067 Blue Tarp Financial Inc | | 67.31 | 2 Transactions | | |
| 3076 Bob's Lawn Care | | | | | |
| 25- 830- 000- 0000- 6304 | | 75.00 | Snow Removal 82.001248.00 | 9316SN | Labor Charges Y |
| 25- 830- 000- 0000- 6304 | | 75.00 | Snow Removal 82.02011.00 | 9317SN | Labor Charges Y |
| 3076 Bob's Lawn Care | | 150.00 | 2 Transactions | | |
| 11667 Border States Electric Supply | | | | | |
| 01- 111- 000- 0000- 6414 | | 146.16 | T4X2 26W Maint Supplies | 919246478 | Maintenance Supplies N |
| 64- 390- 000- 0000- 6301 | | 174.30 | Parts for Compactor | 3939 | Machinery & Equip. Repairs N |
| 11667 Border States Electric Supply | | 320.46 | 2 Transactions | | |
| 1171 Boucher/Karen | | | | | |
| 01- 091- 000- 0000- 6264 | | 122.50 | Transcripts St v D Srnsky | | Transcripts Y |
| 1171 Boucher/Karen | | 122.50 | 1 Transactions | | |
| 6777 Bowman,Maia | | | | | |
| 18- 485- 000- 0000- 6272 | | 25.00 | 1/21/20YAB Stipend | | Services N |
| 18- 485- 000- 0000- 6272 | | 25.00 | 1/28/20 YAB Stipend | | Services N |
| 6777 Bowman,Maia | | 50.00 | 2 Transactions | | |
| 6984 Bowzer/Hanan | | | | | |
| 18- 483- 466- 0000- 6272 | AP P | 87.50 | Interpreter Service- 15 | | Services N |
| 18- 483- 466- 0000- 6272 | | 35.00 | Interpreter Service Jan2020- 15 | | Services N |
| 6984 Bowzer/Hanan | | 122.50 | 2 Transactions | | |

*** Polk County ***

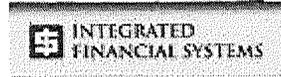


Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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|-----------------------------------|-------------|----------------------------|------------------------------|----------------------------------|---|
| <u>No. Account/Formula</u> | <u>Accr</u> | <u>Amount</u> | <u>Service Dates</u> | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u> |
| 4745 Brad's Electric | | | | | |
| 01-111-187-0000-6303 | | 92.65 | Material Boiler room | 137 | other repair & maintenance non- count Y |
| 01-111-187-0000-6304 | | 310.00 | Labor boiler room | 137 | Labor Charges Y |
| 01-111-187-0000-6303 | | 149.85 | Material 1st floor South end | 138 | other repair & maintenance non- count Y |
| 01-111-187-0000-6304 | | 348.00 | Labor 1st Floor South end | 138 | Labor Charges Y |
| 01-111-187-0000-6303 | | 109.00 | Material Dispatch | 139 | other repair & maintenance non- count Y |
| 01-111-187-0000-6304 | | 150.00 | Labor Dispatch | 139 | Labor Charges Y |
| 4745 Brad's Electric | | 1,159.50 | 6 Transactions | | |
| 11171 Brandner Printing | | | | | |
| 01-101-000-0000-6402 | | 9.68 | color code labels | 24365 | Stationery & Forms N |
| 18-481-000-0000-6403 | | 224.12 | BusinessCards(TO,CL,BO, AL) | 3579 | Misc. Supplies N |
| 18-481-000-0000-6403 | AP P | 28.63 | Binders/OfficeSupplies- 91 | 47501 | Misc. Supplies N |
| 18-481-000-0000-6403 | AP P | 8.48 | Office Supplies- 91 | 47752 | Misc. Supplies N |
| 18-482-000-0000-6403 | | 71.98 | Gala Supplies/ labels- 39 | 47973 | Misc. Supplies N |
| 11171 Brandner Printing | | 342.89 | 5 Transactions | | |
| 5740 Brault/Tom | | | | | |
| 16-200-000-0000-6332 | | 80.58 | Meal Reimb for Training | | Reimbursed Meals N |
| 5740 Brault/Tom | | 80.58 | 1 Transactions | | |
| 143 Brost Chevrolet Inc | | | | | |
| 03-330-000-0000-6564 | | 32.06 | Parts | 116137 | Machinery Parts N |
| 143 Brost Chevrolet Inc | | 32.06 | 1 Transactions | | |
| 131 Burggrafs Ace Hardware | | | | | |
| 03-330-000-0000-6303 | | 58.34 | Supplies | C#42933 | Other Repair, Maintenance & Operati |
| 03-330-000-0000-6564 | | 26.99 | Parts | C#42933 | Machinery Parts N |
| 16-200-000-0000-6454 | | 98.04 | Supplies for Sheriff Office | 383092 | Law Enforcement Supplies N |
| 64-390-000-0000-6301 | | 29.99 | Mach/Equipment parts | 42974 | Machinery & Equip. Repairs N |
| 64-390-000-0000-6302 | | 151.93 | Grounds supplies | 42974 | Grounds N |
| 64-390-000-0000-6303 | | 146.97 | Building Materials | 42974 | Other Repair, Maintenance & Operati |
| 64-390-000-0000-6414 | | 26.33 | Maintenance Supplies | 42974 | Maintenance Supplies N |
| 64-390-000-0000-6566 | | 92.94 | Shop Tools | 42974 | Small Tools N |
| 64-390-000-0000-6859 | | 29.79 | Sales Tax | 42974 | Sales Tax N |
| 64-391-000-0000-6302 | | 195.91 | Grounds Supplies | 42974 | Grounds N |
| 64-391-000-0000-6303 | | 52.15 | Building Materials | 42974 | Other Repair,Maintenance & Operati |
| 64-391-000-0000-6305 | | 15.92 | Non taxable supplies | 42974 | Equipment Repair Supplies\ Nontaxabl |

DARCY
2/12/20 12:08PM
Resource Recovery Fund

*** Polk County ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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| 64-391-000-0000-6412 | | 35.54 | Cleaning Supplies | 42974 | Custodial Supplies N |
| 64-391-000-0000-6414 | | 16.47 | Maint Supplies | 42974 | Maintenance Supplies N |
| 64-391-000-0000-6566 | | 319.89 | Equipment Tools | 42974 | Small Tools N |
| 64-391-000-0000-6859 | | 44.17 | Sales Tax | 42974 | Sales Tax N |
| 131 Burggrafs Ace Hardware | | 1,341.37 | 16 Transactions | | |
| 672 Cardinal Health | | | | | |
| 18-483-464-5122-6456 | | 39.73 | FP/ Drospiren- 17 | 3169445 | Miscellaneous Operating Supplies N |
| 18-483-464-5122-6456 | | 6.39 | FP/ Naproxen- 17 | 3196872 | Miscellaneous Operating Supplies N |
| 18-483-464-5122-6456 | | 692.64 | FP/ Medroxypro, Xulane- 17 | 3213054 | Miscellaneous Operating Supplies N |
| 672 Cardinal Health | | 738.76 | 3 Transactions | | |
| 9998 Carlin/Jaime | | | | | |
| 18-485-000-0000-6272 | | 25.00 | 1/28/20 YAB Stipend- | | Services N |
| 9998 Carlin/Jaime | | 25.00 | 1 Transactions | | |
| 420 Central States Wire Products Inc | | | | | |
| 64-391-000-0000-6833 | | 1,674.21 | Bale Wire | 42740 | Supplies N |
| 420 Central States Wire Products Inc | | 1,674.21 | 1 Transactions | | |
| 6128 Cheryl's Cleaning Service | | | | | |
| 48-396-000-0000-6345 | | 700.00 | January Cleaning | 084286 | Cleaning Agreement Y |
| 64-390-000-0000-6345 | | 910.00 | Cleaning Services | 84285 | Cleaning Agreement Y |
| 64-391-000-0000-6345 | | 490.00 | Cleaning Services | 84285 | Cleaning Agreement Y |
| 6128 Cheryl's Cleaning Service | | 2,100.00 | 3 Transactions | | |
| 3627 Christian Motors Inc | | | | | |
| 03-330-000-0000-6303 | | 51.51 | Supplies | C#P16119 | Other Repair, Maintenance & Operati N |
| 03-330-000-0000-6564 | | 381.33 | Parts | C#P16119 | Machinery Parts N |
| 3627 Christian Motors Inc | | 432.84 | 2 Transactions | | |
| 8960 Church & Dwight Co Inc | | | | | |
| 64-390-000-0000-6416 | | 9,317.64 | Sodium Bicarb | 100007424 | Boiler Chemicals/Salt N |
| 8960 Church & Dwight Co Inc | | 9,317.64 | 1 Transactions | | |
| 1740 Climax City | | | | | |
| 03-310-000-0000-6525 | DTG P | 1,260.00 | Snow Removal | | Road Salt,Dust Chem.,Weed Chem. N |

*** Polk County ***



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| 1740 Climax City | | 1 Transactions | | | |
| 7548 Cole-Parmer Instrument Co | | | | | |
| 64-390-000-0000-6418 | 21.00 | Testing Equipment | 2145018 | Testing Equipment | N |
| 7548 Cole-Parmer Instrument Co | 21.00 | 1 Transactions | | | |
| 1346 Conn/Tammy | | | | | |
| 18-484-000-0000-6331 | 97.75 | WIC Mileage- 25 | | Mileage | N |
| 18-484-000-0000-6331 | 23.00 | Staff Admin Mileage - 91 | | Mileage | N |
| 18-484-491-0000-6331 | 1.72 | BF PEER Support Mileage - 108 | | Mileage | N |
| 1346 Conn/Tammy | 122.47 | 3 Transactions | | | |
| 6770 Cote/Michelle | | | | | |
| 01-064-000-0000-6331 | 83.38 | Election Training Mileage | | Mileage | N |
| 01-149-000-0000-6331 | 37.38 | Boundary Commissioner mileage | | Mileage | N |
| 01-149-000-0000-6360 | 14.00 | Certified copy Judgement | | Miscellaneous Charges | N |
| 6770 Cote/Michelle | 134.76 | 3 Transactions | | | |
| 531 Country Inn & Suites | | | | | |
| 18-483-466-0000-6333 | 143.49 | Ldg 1/13/20 (KS)StratPlan- 11 | 60242320 | Lodging | N |
| 531 Country Inn & Suites | 143.49 | 1 Transactions | | | |
| 6781 Crocker/Kolton | | | | | |
| 18-485-000-0000-6272 | 25.00 | 1/21/20 YAB Stipend | | Services | N |
| 18-485-000-0000-6272 | 25.00 | 1/24/20 YAB Stipend | | Services | N |
| 6781 Crocker/Kolton | 50.00 | 2 Transactions | | | |
| 9749 Crookston Fuel Company | | | | | |
| 48-398-000-0000-6561 | 153.72 | T603/604 Fuel | Acct 3259 | Fuels | N |
| 65-392-000-0000-6561 | 1,872.45 | Fuel | 3157 | Fuels | N |
| 65-393-000-0000-6561 | 1,872.45 | Fuel | 3157 | Fuels | N |
| 9749 Crookston Fuel Company | 3,898.62 | 3 Transactions | | | |
| 5342 Crookston Inn | | | | | |
| 01-091-000-0000-6262 | 247.77 | Lodging Victim St v Z Brown | 16762,16767 | Witness Fees | N |
| 5342 Crookston Inn | 247.77 | 1 Transactions | | | |

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2/12/20 12:08PM
General Revenue Fund

*** Polk County ***

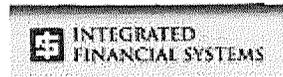


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|-------------------------------|-------------|----------------------------|--------------------------------|----------------------------------|----------------------------|
| <u>No. Account/Formula</u> | <u>Accr</u> | <u>Amount</u> | <u>Service Dates</u> | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u> |
| 12047 Crookston Times | | | | | |
| 01-001-000-0000-6241 | | 50.20 | Public Notice 11/13 & 11/20 | | Publishing - Advertising N |
| 01-061-000-0000-6241 | | 351.40 | Personnel Ads | | Publishing - Advertising N |
| 01-061-000-0000-6241 | | 1,227.36 | Personnel Ad | Acct 923 | Publishing - Advertising N |
| 01-091-000-0000-6261 | | 131.79 | Publication of Order CP19- 031 | Order #3 | Service & Filing Fees N |
| 01-521-000-0000-6241 | | 50.20 | Advertising | 5 | Publishing - Advertising N |
| 12047 Crookston Times | | 1,810.95 | 5 Transactions | | |
| 4710 Culinex | | | | | |
| 01-111-198-0000-6565 | | 14.98 | Jail Kitchen/float kit 2/4/20 | INV818203 | other repair/mntc County N |
| 4710 Culinex | | 14.98 | 1 Transactions | | |
| 6974 Delgado/Victor | | | | | |
| 18-493-000-0000-6272 | | 150.40 | Jan. Snow Removal/ Jaffee- 33 | | Services Y |
| 18-493-000-0000-6272 | | 90.24 | Jan. Snow Removal/ Alcozar- 33 | | Services Y |
| 6974 Delgado/Victor | | 240.64 | 2 Transactions | | |
| 1267 Desrosier/Connie | | | | | |
| 01-044-000-0000-6331 | | 10.35 | Bank/Mail Nilege Jan 2020 | | Mileage N |
| 1267 Desrosier/Connie | | 10.35 | 1 Transactions | | |
| 6752 Dessellier/Andrew | | | | | |
| 01-043-000-0000-6331 | | 100.63 | January 2020 Assessing Mileage | | Mileage N |
| 6752 Dessellier/Andrew | | 100.63 | 1 Transactions | | |
| 41000 Diedrich/Don | | | | | |
| 01-001-000-0000-6331 | | 103.50 | January 2020 Mileage | | Mileage N |
| 01-001-000-0000-6351 | | 807.70 | Jan 2020 Medical Reimbursement | | Insurance N |
| 41000 Diedrich/Don | | 911.20 | 2 Transactions | | |
| 1722 Docu Shred Inc | | | | | |
| 01-091-000-0000-6360 | | 40.00 | Document Destruction | 57032 | Miscellaneous Charges N |
| 01-111-187-0000-6304 | | 160.00 | Shredding Gov Ctr SS | 57019 | Labor Charges N |
| 01-111-187-0000-6304 | | 40.00 | Shredding Gov Ctr SS | 57020 | Labor Charges N |
| 01-111-197-0907-6304 | | 20.00 | PCPH Crookston | 57033 | Labor Charges N |
| 01-111-188-0000-6304 | | 80.00 | PCSS EGF | 57383 | Labor Charges N |
| 01-111-188-0907-6304 | | 80.00 | PCPH EGF Shredding | 57383 | Labor Charges N |

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Public Safety Fund

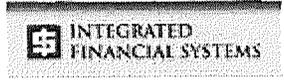
*** Polk County ***



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> | |
| <u>Amount</u> | | | | | |
| 16- 200- 000- 0000- 6272 | | Document Shredding Crookston | 57026 | Services | N |
| 1722 Docu Shred Inc | | 7 Transactions | | | |
| | | | | | |
| 9719 Don's Machine Shop | | | | | |
| 64- 391- 000- 0000- 6345 | AP P | Lot Rent for Equipment | 5623 | Cleaning Agreement | N |
| 64- 391- 000- 0000- 6345 | | Lot Rent for Equipment | 5623 - 2020 | Cleaning Agreement | N |
| 9719 Don's Machine Shop | | 2 Transactions | | | |
| | | | | | |
| 4162 Driscoll/Brad | | | | | |
| 03- 310- 000- 0000- 6417 | | Tool Allowance | | Safety Equipment & Supplies | N |
| 4162 Driscoll/Brad | | 1 Transactions | | | |
| | | | | | |
| 1086 Ecolab Pest Elimination Division | | | | | |
| 01- 111- 187- 0000- 6303 | | Gov Ctr/Cockroach Rodent Prog | 8400850 | other repair & maintenance non- count | N |
| 01- 111- 190- 0000- 6303 | | Law Enf Ctr Cockroach/rodent | 8400852 | other repair/maintenance non- county | N |
| 01- 111- 189- 0000- 6303 | | Hwy/cockroach/rodent program | 8400853 | other repair/maintenance non- county | N |
| 01- 111- 198- 0000- 6303 | | Tri Cty Jail/cockroach rodent | 8400854 | other repair & maintenance non- count | N |
| 1086 Ecolab Pest Elimination Division | | 4 Transactions | | | |
| | | | | | |
| 5983 Edson International | | | | | |
| 64- 390- 000- 0000- 6301 | AP P | Edson Pump | 6623216 | Machinery & Equip. Repairs | N |
| 5983 Edson International | | 1 Transactions | | | |
| | | | | | |
| 9502 Election Systems & Software Inc | | | | | |
| 01- 064- 000- 0000- 6204 | | Tamperproof Seals shipping | 1112089 | Freight Charges | N |
| 01- 064- 000- 0000- 6403 | | Tamperproof Seals | 1112089 | Misc. Supplies | N |
| 9502 Election Systems & Software Inc | | 2 Transactions | | | |
| | | | | | |
| 6347 Ellefson/Kurtis | | | | | |
| 01- 121- 000- 0000- 6331 | | Mileage January 2020 | | Mileage | N |
| 01- 121- 000- 0000- 6333 | | Lodging | | Lodging | N |
| 6347 Ellefson/Kurtis | | 2 Transactions | | | |
| | | | | | |
| 6757 Erdmann/Amy | | | | | |
| 18- 481- 000- 0000- 6331 | | Staff Admin Mileage- 91 | | Mileage | N |
| 6757 Erdmann/Amy | | 1 Transactions | | | |

*** Polk County ***



| <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> | |
| 4842 Essentia Health | | | | | |
| 64- 391- 000- 0000- 6819 | 317.00 | New Employees- Drug Tests | 800008128 | Employee Physicals | Y |
| 4842 Essentia Health | 317.00 | 1 Transactions | | | |
| 3412 Fagerlund/Kirsten | | | | | |
| 18- 481- 000- 0000- 6332 | 66.47 | Strat Plan Mls- St Paul- 1/9/20 | | Reimbursed Meals | N |
| 18- 481- 000- 0000- 6332 | 7.05 | Stra Plan Mls- St Paul- 1/10/20 | | Reimbursed Meals | N |
| 18- 482- 475- 0000- 6331 | 75.33 | SHIP Grant Mileage- 74 | | Mileage | N |
| 18- 482- 475- 0000- 6332 | 33.00 | SHIP MI- St Pl- All Strt 1/23/20 | | Reimbursed Meals | N |
| 18- 482- 475- 0000- 6333 | 143.71 | SHIP Lodging- All Strat- 74 | | Lodging | N |
| 18- 482- 475- 0000- 6335 | 17.00 | SHIP Prking Fees All Strat- 74 | | Other Travel Expenses | N |
| 18- 484- 000- 0000- 6331 | 42.55 | WIC Grant Mileage- 25 | | Mileage | N |
| 18- 485- 000- 0000- 6331 | 5.75 | YAB Mileage- 121 | | Mileage | N |
| 18- 485- 000- 0000- 6403 | 78.00 | YAB Meeting Supplies- 121 | | Misc. Supplies | N |
| 18- 485- 000- 0000- 6403 | 17.85 | YAB Mtg Sppl- Wlrmt- 121 | | Misc. Supplies | N |
| 18- 485- 479- 0000- 6331 | 32.20 | Suicide Prvnt Grnt Mileage- 120 | | Mileage | N |
| 3412 Fagerlund/Kirsten | 518.91 | 11 Transactions | | | |
| 5857 Fargo Freightliner | | | | | |
| 03- 330- 000- 0000- 6564 | 371.01 | Parts | C#11860 | Machinery Parts | N |
| 5857 Fargo Freightliner | 371.01 | 1 Transactions | | | |
| 2302 Ferguson Enterprise Inc 3093 | | | | | |
| 64- 390- 000- 0000- 6305 | 1,984.82 | Non Taxable parts/supplies | 1972 | Equipment Repair Supplies\ Nontaxabl | N |
| 2302 Ferguson Enterprise Inc 3093 | 1,984.82 | 1 Transactions | | | |
| 2188 Fertile Hardware Hank | | | | | |
| 03- 330- 000- 0000- 6303 | 18.44 | Supplies | | Other Repair, Maintenance & Operator | N |
| 2188 Fertile Hardware Hank | 18.44 | 1 Transactions | | | |
| 1014 Fisher C Store | | | | | |
| 03- 330- 000- 0000- 6561 | 129.56 | Fuel | A#1010 | Fuels | N |
| 1014 Fisher C Store | 129.56 | 1 Transactions | | | |
| 6500 Flaa/Patricia | | | | | |
| 01- 043- 000- 0000- 6331 | 120.18 | January 2020 Mileage | | Mileage | N |

*** Polk County ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| <u>Vendor Name</u> | <u>Rpt</u> | <u>Warrant Description</u> | <u>Invoice #</u> | <u>Account/Formula Descripti</u> | <u>1099</u> |
|---------------------------------|-------------|----------------------------|------------------------------|----------------------------------|-------------------------------------|
| <u>No. Account/Formula</u> | <u>Accr</u> | <u>Service Dates</u> | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u> | |
| 6500 Flaa/Patricia | | 120.18 | | 1 Transactions | |
| 589 Fleet Supply | | | | | |
| 03- 330- 000- 0000- 6303 | | 11.44 | Misc Supplies | A#3952 | Other Repair, Maintenance & Operati |
| 589 Fleet Supply | | 11.44 | | 1 Transactions | |
| 5317 Folkert/Zach | | | | | |
| 16- 200- 000- 0000- 6332 | | 65.69 | Meal Reimb Training | | Reimbursed Meals |
| 5317 Folkert/Zach | | 65.69 | | 1 Transactions | |
| 3739 Fosston Auto | | | | | |
| 03- 330- 000- 0000- 6564 | | 177.66 | Parts | A# 1870 | Machinery Parts |
| 03- 330- 000- 0000- 6303 | | 229.70 | Supplies | A#1870 | Other Repair, Maintenance & Operati |
| 64- 390- 000- 0000- 6303 | | 261.75 | Building Repairs/Maint | 1880 | Other Repair, Maintenance & Operati |
| 64- 390- 000- 0000- 6561 | | 103.70 | Fuel Additives | 1880 | Fuels |
| 64- 391- 000- 0000- 6301 | | 77.57 | Parts for Forklift | 1880 | Machinery & Equipment |
| 64- 391- 000- 0000- 6303 | | 261.75 | Building Repairs/maintenance | 1880 | Other Repair, Maintenance & Operati |
| 3739 Fosston Auto | | 1,112.13 | | 6 Transactions | |
| 591 Fosston Municipal Utilities | | | | | |
| 64- 391- 000- 0000- 6251 | | 2,446.55 | Electricity Usage | 20- 02 | Electricity |
| 591 Fosston Municipal Utilities | | 2,446.55 | | 1 Transactions | |
| 5202 Franks/Robert | | | | | |
| 48- 123- 000- 0000- 6331 | | 36.80 | Mileage | Jan- 2020 | Mileage |
| 5202 Franks/Robert | | 36.80 | | 1 Transactions | |
| 5611 Gagner/Rolland | | | | | |
| 48- 123- 000- 0000- 6331 | | 39.10 | Mileage | Jan- 2020 | Mileage |
| 5611 Gagner/Rolland | | 39.10 | | 1 Transactions | |
| 2947 Galls LLC | | | | | |
| 16- 200- 000- 0000- 6454 | | 964.00 | Uniforms | 15050165 | Law Enforcement Supplies |
| 2947 Galls LLC | | 964.00 | | 1 Transactions | |
| 6421 GHA Technologies Inc | | | | | |
| 01- 065- 000- 0000- 6607 | | 3,726.00 | 2 Buffalo NAS Backup storage | 101025875 | Equipment |

*** Polk County ***

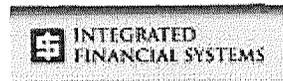


Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| <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> | |
| 6421 GHA Technologies Inc | | 3,726.00 | | 1 Transactions | |
| 2865 Girdler/Kathy | | | | | |
| 18- 483- 466- 0000- 6331 | | 96.02 | | Erly Chldhd 0- 2 Mileage- 15 | Mileage N |
| 18- 483- 466- 0000- 6331 | | 25.88 | | Fam Hlth Mileage- 11 | Mileage N |
| 18- 483- 466- 0000- 6332 | | 39.85 | | Strat Plan Mls- 1/13/20 - 11 | Reimbursed Meals N |
| 18- 483- 466- 0000- 6332 | | 12.13 | | Strat Plan Mls- 1/14/20 - 11 | Reimbursed Meals N |
| 2865 Girdler/Kathy | | 173.88 | | 4 Transactions | |
| 2436 Global Protection Corp | | | | | |
| 18- 483- 464- 0000- 6403 | | 80.00 | 215740 | Condoms/ Supplies- 17 | Misc. Supplies N |
| 2436 Global Protection Corp | | 80.00 | | 1 Transactions | |
| 4627 Gopher State One Call | | | | | |
| 03- 300- 000- 0000- 6272 | | 14.85 | 11299 | Prof Services | Services N |
| 03- 300- 000- 0000- 6272 | | 50.00 | 1301 | Prof Services | Services N |
| 4627 Gopher State One Call | | 64.85 | | 2 Transactions | |
| 2032 Grainger | | | | | |
| 03- 330- 000- 0000- 6303 | | 497.20 | A# 824296818 | Supplies | Other Repair, Maintenance & Operatior N |
| 03- 330- 000- 0000- 6564 | | 96.50 | A# 824296818 | Parts | Machinery Parts N |
| 64- 390- 000- 0000- 6301 | | 296.61 | 280829311547 | Equipment Supplies/repairs | Machinery & Equip. Repairs N |
| 64- 390- 000- 0000- 6414 | T | 68.56 | 280829311547 | Operational Supplies | Maintenance Supplies N |
| 64- 390- 000- 0000- 6426 | | 43.84 | 280829311547 | Boiler Cleaning tools | Boiler Cleaning Supplies N |
| 64- 390- 000- 0000- 6564 | | 634.80 | 280829311547 | Recycle Ctr Supplies | Machinery Parts N |
| 64- 391- 000- 0000- 6417 | | 715.82 | 280829311547 | Safety Supplies | Safety Equipment & Supplies N |
| 2032 Grainger | | 2,353.33 | | 7 Transactions | |
| 4027 Grainger | | | | | |
| 01- 111- 000- 0000- 6414 | | 314.64 | 9410428925 | Air filters/maint supplies | Maintenance Supplies N |
| 4027 Grainger | | 314.64 | | 1 Transactions | |
| 9999 Hand/Kallie | | | | | |
| 18- 485- 000- 0000- 6272 | | 25.00 | | 1/28/20 YAB Stipend | Services N |
| 9999 Hand/Kallie | | 25.00 | | 1 Transactions | |
| 5498 Handyman's Inc | | | | | |

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Resource Recovery Fund

*** Polk County ***

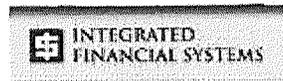


Audit List for Board COMMISSIONER'S VOUCHERS ENTRIE

| <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> | |
| 64- 390- 000- 7140- 6301 | | #1 Boiler Parts | 484 | Machinery & Equip. Repairs | N |
| 64- 390- 000- 7240- 6301 | | #2 Boiler Parts | 484 | Machinery & Equip. Repairs | N |
| 5498 Handyman's Inc | | 2 Transactions | | | |
| 6802 Hansen/April | | | | | |
| 16- 200- 000- 0000- 6207 | 25.40 | Meal Reimb Transport | | Prisoner Conveyance - Meals | N |
| 6802 Hansen/April | 25.40 | 1 Transactions | | | |
| 6787 Harbott/Audrey | | | | | |
| 18- 485- 000- 0000- 6272 | 25.00 | 1/21/20 YAB Stipend | | Services | N |
| 18- 485- 000- 0000- 6272 | 25.00 | 1/28/20 YAB Stipend | | Services | N |
| 6787 Harbott/Audrey | 50.00 | 2 Transactions | | | |
| 5619 Hardware Hank Crookston | | | | | |
| 01- 111- 188- 1212- 6414 | 13.07 | Paint roller/pail liners bags | 48542/2 | Maintenance Supplies | N |
| 03- 330- 000- 0000- 6303 | 127.00 | Supplies | C#7751 | Other Repair, Maintenance & Operatio | N |
| 16- 200- 000- 0000- 6303 | 353.09 | Tool box & trailer hitch kit | 47730 | Other Repair & Maintenance | N |
| 5619 Hardware Hank Crookston | 493.16 | 3 Transactions | | | |
| 4731 Hardware Hank EGF | | | | | |
| 01- 111- 188- 1212- 6414 | 29.99 | Storage Trailer pad locks | 21088/1 | Maintenance Supplies | N |
| 01- 111- 188- 1212- 6414 | 79.31 | Ext pole/tape/paint trays | 221068/1 | Maintenance Supplies | N |
| 01- 111- 000- 0000- 6563 | 10.98 | Wiper Blades 107 GMC | 221070/1 | Tires, Tubes, Batteries & M.V. Parts | N |
| 01- 111- 188- 0000- 6414 | 15.98 | 9V Batteries/Maint Supplies | 221269/1 | Maintenance Supplies | N |
| 01- 111- 000- 0000- 6566 | 24.99 | Hex key set / tools | 221275/1 | Small Tools | N |
| 01- 111- 188- 1211- 6414 | 30.98 | Gorilla tape/maint supplies | 221311/1 | Maintenance Supplies | N |
| 01- 111- 188- 1211- 6565 | 89.98 | power strips/supplies | 221346/1 | other repair & maintenance County | N |
| 03- 330- 000- 0000- 6303 | 24.76 | Supplies | A#1626 | Other Repair, Maintenance & Operatio | N |
| 4731 Hardware Hank EGF | 306.97 | 8 Transactions | | | |
| 4630 Helgeson/Kelsey | | | | | |
| 18- 482- 000- 0000- 6331 | 46.00 | Staff Admin Mileage- 91 | | Mileage | N |
| 4630 Helgeson/Kelsey | 46.00 | 1 Transactions | | | |
| 6454 Hennen Equipment Inc | | | | | |
| 64- 391- 000- 0000- 6301 | 1,065.10 | Trommel Parts | 20175 | Machinery & Equipment | N |
| 65- 392- 000- 0000- 6272 | 9,641.31 | Service on Grinder | 20148 | Services | N |

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Landfill Fund

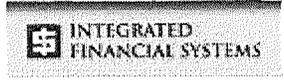
*** Polk County ***



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> | |
| 6454 Hennen Equipment Inc | | 10,706.41 | | 2 Transactions | |
| 2828 HN Quality Plumbing Inc | | | | | |
| 01-111-197-0000-6565 | | 125.88 | 008560 | other repair/mntc County | N |
| 01-111-197-0000-6303 | | 68.80 | 28426 | other repair & maintenance non- count | N |
| 01-111-197-0000-6304 | | 127.50 | 28426 | Labor Charges | N |
| 01-111-197-0000-6331 | | 5.00 | 28426 | Mileage | N |
| 01-111-187-0000-6303 | | 998.46 | 28431 | other repair & maintenance non- count | N |
| 01-111-187-0000-6304 | | 750.00 | 28431 | Labor Charges | N |
| 01-111-187-0000-6331 | | 5.00 | 28431 | Mileage | N |
| 03-330-000-0000-6303 | | 98.00 | 28370 | Other Repair, Maintenance & Operati | N |
| 16-200-000-0000-6602 | | 248.80 | 28035 | Ground Improvements | N |
| 2828 HN Quality Plumbing Inc | | 2,427.44 | | 9 Transactions | |
| 17505 Holiday Inn Express | | | | | |
| 16-200-000-0000-6859 | | 10.22 | | Tax | Sales Tax N |
| 16-200-000-0000-6333 | | 94.00 | 16812 | Lodging for Training 5001 | Lodging N |
| 17505 Holiday Inn Express | | 104.22 | | 2 Transactions | |
| 17388 Home Of Economy | | | | | |
| 03-330-000-0000-6303 | | 55.14 | A#411556 | Supplies | Other Repair, Maintenance & Operati |
| 17388 Home Of Economy | | 55.14 | | 1 Transactions | |
| 5110 Horsley/Bramwell | | | | | |
| 64-390-000-0000-6815 | | 30.00 | 1.15.20 | License Renewal | License/Permit Fees N |
| 5110 Horsley/Bramwell | | 30.00 | | 1 Transactions | |
| 3499 HP INC | | | | | |
| 01-065-000-0000-6607 | | 1,465.91 | 9009763422 | IS Dept Tower | Equipment N |
| 01-065-000-0000-6607 | | 1,402.01 | 9009775603 | Attorney Tablet | Equipment N |
| 01-065-000-0000-6607 | | 1,314.44 | 9009780669 | TCCC Two Desktops | Equipment N |
| 01-065-000-0000-6607 | | 4,328.08 | 9009794467 | TCCC Five Laptops | Equipment N |
| 01-065-000-0000-6607 | | 1,144.32 | 9009794468 | PCSS Docking Station 6 | Equipment N |
| 01-065-000-0000-6607 | | 953.60 | 9009804604 | PCSS Docking Station 5 | Equipment N |
| 01-065-000-0000-6607 | | 64.00 | 9009807053 | Highway Keyboards | Equipment N |
| 01-065-000-0000-6607 | | 5,134.32 | 9009841240 | 6 HP laptops for PCSS | Equipment N |
| 01-065-000-0000-6607 | | 4,263.05 | 9009847886 | 5 HP Laptops for PCSS | Equipment N |
| 01-065-000-0000-6607 | | 1,075.25 | 9009847888 | 1 HP Laptop for PCIS | Equipment N |

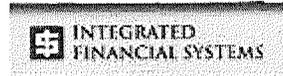
*** Polk County ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| <u>Vendor Name</u> | <u>Rpt</u> | <u>Warrant Description</u> | <u>Invoice #</u> | <u>Account/Formula Descripti</u> | <u>1099</u> |
|---|-------------|----------------------------|----------------------------|----------------------------------|-------------------------------|
| <u>No. Account/Formula</u> | <u>Accr</u> | <u>Amount</u> | <u>Service Dates</u> | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u> |
| 01-065-000-0000-6607 | | 940.00 | PCSW computer - 5 monitors | 9009852922 | Equipment N |
| 01-065-000-0000-6607 | | 280.00 | PCSS Monitors - 2 monitors | 9009880049 | Equipment N |
| 01-065-000-0000-6607 | | 1,525.76 | PCSS laptops 14 - 8 docks | 9009883071 | Equipment N |
| 01-065-000-0000-6607 | | 681.96 | PCSS Desktop 1 desktop | 9009884056 | Equipment N |
| 01-065-000-0000-6607 | | 2,288.64 | PCSS Laptop 15 Docks | 9009887664 | Equipment N |
| 3499 HP INC | | 26,861.34 | 15 Transactions | | |
| 6256 Hruby/Megan | | | | | |
| 18-484-491-0000-6272 | | 144.88 | Jan. Peer Grp Svcs- 108 | | Professional Services Y |
| 18-484-491-0000-6403 | | 60.88 | Jan. Phone, Mileage- 108 | | Misc. Supplies Y |
| 6256 Hruby/Megan | | 205.76 | 2 Transactions | | |
| 5318 Hudon/Mark | | | | | |
| 16-200-000-0000-6207 | | 11.41 | Meal Reimb for Transports | | Prisoner Conveyance - Meals N |
| 5318 Hudon/Mark | | 11.41 | 1 Transactions | | |
| 6255 Hudon/Meghan | | | | | |
| 18-484-491-0000-6272 | | 221.13 | Jan. Peer Grp Svcs- 108 | | Professional Services Y |
| 18-484-491-0000-6403 | | 117.80 | Jan. Phone, Mileage- 108 | | Misc. Supplies Y |
| 6255 Hudon/Meghan | | 338.93 | 2 Transactions | | |
| 4860 Hugo's #4 | | | | | |
| 16-200-000-0000-6422 | | 13.59 | Job Fair Supplies | Acct 0431 | Food & Beverage N |
| 4860 Hugo's #4 | | 13.59 | 1 Transactions | | |
| 17049 Hugo's #4 | | | | | |
| 48-123-000-0000-6403 | | 15.70 | - PC/BOA Meeting Costs | 07008414 | Misc. Supplies N |
| 48-395-000-0000-6412 | | 2.75 | - Dish Soap | 01005726 | Custodial Supplies N |
| 17049 Hugo's #4 | | 18.45 | 2 Transactions | | |
| 6422 Hwy 2 Car Wash | | | | | |
| 16-211-000-0000-6272 | | 5.00 | 1 car wash January 2020 | 112 | Professional Services N |
| 6422 Hwy 2 Car Wash | | 5.00 | 1 Transactions | | |
| 6319 Innovative Office Solutions LLC | | | | | |
| 01-063-000-0000-6402 | | 103.76 | Office supplies | 2841092 | Office Supplies N |
| 01-063-000-0000-6402 | | 199.95 | Office supplies | 2841112 | Office Supplies N |

*** Polk County ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| <u>Vendor Name</u> | <u>Rpt</u> | <u>Warrant Description</u> | <u>Invoice #</u> | <u>Account/Formula Descripti</u> | <u>1099</u> |
|--------------------------------------|-------------|----------------------------|---|--|-------------|
| <u>No. Account/Formula</u> | <u>Accr</u> | <u>Amount</u> | <u>Service Dates</u> | <u>Paid On Bhf # On Behalf of Name</u> | |
| 6319 Innovative Office Solutions LLC | | 375.04 | Office supplies 3 Transactions | 2857054 Office Supplies | N |
| 6976 Integrated Commercialization | | 1,800.84 | FPContracep/Paragard(2)- 17 1 Transactions | 15014143101 Miscellaneous Operating Supplies | N |
| 6976 Integrated Commercialization | | 1,800.84 | | | |
| 9497 Interstate Plastics | | 621.95 | Equipment Scrapers 1 Transactions | 7153127 Machinery & Equip. Repairs | N |
| 9497 Interstate Plastics | | 621.95 | | | |
| 6000 Interstate Towing & Recovery | | 378.85 | Towing Vehichle Forfeiture 1 Transactions | 66090 Towing Charges (Private Vehicles) | N |
| 6000 Interstate Towing & Recovery | | 378.85 | | | |
| 6397 Ironhide Equipment Inc | | 3,453.84 | Equipment 1 Transactions | 16706G Equipment | N |
| 6397 Ironhide Equipment Inc | | 3,453.84 | | | |
| 3799 Isanti County Sheriff | | 70.00 | Service Fees St v C Johnson 1 Transactions | 14300 Service & Filing Fees | N |
| 3799 Isanti County Sheriff | | 70.00 | | | |
| 6372 Jacobson/Gerald A | | 150.65 | January 2020 Mileage | Mileage | N |
| 6372 Jacobson/Gerald A | | 394.30 | January 2020 Medical Reimb | Insurance | N |
| 6372 Jacobson/Gerald A | | 544.95 | 2 Transactions | | |
| 6257 Jager/Tiffany | | 175.38 | Jan. Peer Grp Svcs- 108 | Professional Services | Y |
| 6257 Jager/Tiffany | | 76.40 | Jan. Phone, Mileage- 108 | Misc. Supplies | Y |
| 6257 Jager/Tiffany | | 251.78 | 2 Transactions | | |
| 3104 Jemco Incorporated | | 269.53 | Repairs to Compressor 1 Transactions | 1365 Machinery & Equip. Repairs | N |
| 3104 Jemco Incorporated | | 269.53 | | | |

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*** Polk County ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIE

| <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> |
| 19205 Jim's Quality Floor Service | | | | | |
| 48-123-000-0000-6345 | | 390.79 | Jan Floors/Cleaning | 706538 | Cleaning Agreement Y |
| 48-395-000-0000-6345 | | 434.21 | Jan Floors/Cleaning | 706538 | Cleaning Agreement Account Y |
| 19205 Jim's Quality Floor Service | | 825.00 | 2 Transactions | | |
| 5630 John Deere Financial | | | | | |
| 03-330-000-0000-6564 | | 147.88 | Parts | A#6002442 | Machinery Parts N |
| 5630 John Deere Financial | | 147.88 | 1 Transactions | | |
| 6706 Johnson Controls | | | | | |
| 01-111-188-0000-6303 | | 266.62 | Materials | 1-93147998125 | other repair/maintenance non-county N |
| 01-111-188-0000-6304 | | 226.00 | Labor - Unit Heater | 1-93147998125 | Labor Charges N |
| 01-111-188-0000-6331 | | 9.20 | Mileage | 1-93147998125 | Mileage N |
| 01-111-188-0000-6360 | | 76.70 | Fees/Disposal/Freight | 1-93147998125 | Miscellaneous Charges N |
| 6706 Johnson Controls | | 578.52 | 4 Transactions | | |
| 10498 Johnson/Beverly | | | | | |
| 01-043-000-0000-6243 | | 30.00 | NWMAP Dues 2020 | B Johnson | Membership Dues N |
| 10498 Johnson/Beverly | | 30.00 | 1 Transactions | | |
| 6782 Johnson/Caidyn | | | | | |
| 18-485-000-0000-6272 | | 25.00 | 1/21/20 YAB Stipend | | Services N |
| 18-485-000-0000-6272 | | 25.00 | 1/28/20 YAB Stipend | | Services N |
| 6782 Johnson/Caidyn | | 50.00 | 2 Transactions | | |
| 6087 Jones/Annalee | | | | | |
| 01-043-000-0000-6331 | | 179.40 | January 2020 Mileage | | Mileage N |
| 6087 Jones/Annalee | | 179.40 | 1 Transactions | | |
| 5899 Jore/Paul | | | | | |
| 48-123-000-0000-6331 | | 49.45 | Mileage | Jan-2020 | Mileage N |
| 5899 Jore/Paul | | 49.45 | 1 Transactions | | |
| 4411 Jorgens/Jeffrey | | | | | |
| 03-310-000-0000-6417 | | 46.47 | Tool Allowance | | Safety Equipment & Supplies N |
| 4411 Jorgens/Jeffrey | | 46.47 | 1 Transactions | | |

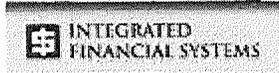
*** Polk County ***



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> | |
| 1096 K & L Inc | | | | | |
| 64-390-000-7181-6301 | | Repairs- Hyd Cylinder 1081 | 12038,12049 | Machinery & Equip. Repairs | N |
| 64-390-000-7281-6301 | | 2081 Hyd Cylinders repairs | 12038,12049 | Machinery & Equip. Repairs | N |
| 64-390-000-0000-6562 | | Equipment Grease | 12048 | Lubricants | N |
| 1096 K & L Inc | | 3 Transactions | | | |
| 6915 Kaeser & Blair Incorporated | | | | | |
| 48-396-000-0000-6834 | | - EE Rulers | 110141 | Ed Supplies | N |
| 6915 Kaeser & Blair Incorporated | | 1 Transactions | | | |
| 20165 Keith's Security World Inc | | | | | |
| 01-111-188-1211-6303 | | Keys/EGF - HSC | 52122 | other repair & maintenance | N |
| 01-111-188-1211-6304 | | Labor | 52122 | Labor Charges | N |
| 20165 Keith's Security World Inc | | 2 Transactions | | | |
| 10797 Kimball Midwest | | | | | |
| 03-330-000-0000-6303 | | Supplies | A#222052 | Other Repair, Maintenance & Operator | N |
| 10797 Kimball Midwest | | 1 Transactions | | | |
| 6978 King of the Road Trailers | | | | | |
| 16-200-000-0000-6607 | | Critical Incident Equip Trlr | 12 | Equipment | N |
| 16-200-000-0000-6859 | | Sales Tax | 12 | Sales Tax | N |
| 6978 King of the Road Trailers | | 2 Transactions | | | |
| 6068 KKCQ- FM | | | | | |
| 48-396-000-0000-6834 | | - Environmental Minute | 2523 | Ed Supplies | N |
| 6068 KKCQ- FM | | 1 Transactions | | | |
| 6576 Knox/Andrew | | | | | |
| 03-310-000-0000-6417 | | Safety Equipment | | Safety Equipment & Supplies | N |
| 6576 Knox/Andrew | | 1 Transactions | | | |
| 773 Knutson/Linda | | | | | |
| 18-482-475-0000-6403 | AP P | ReimburseFitnessFevSupp- 55 | | Misc. Supplies | N |
| 773 Knutson/Linda | | 1 Transactions | | | |
| 1357 Korynta/Angel | | | | | |

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|-------------------------------------|-------------|----------------------------|-------------------------------|---|-------------|
| <u>No. Account/Formula</u> | <u>Accr</u> | <u>Amount</u> | <u>Service Dates</u> | <u>Paid On Bhf # On Behalf of Name</u> | |
| 18- 481- 000- 0000- 6331 | | 186.30 | Lead Coord Mileage- 93 | Mileage | N |
| 1357 Korynta/Angel | | 186.30 | 1 Transactions | | |
| 1036 KROX-AM | | | | | |
| 01- 061- 000- 0000- 6241 | | 240.00 | Personnel Ads | Acct 809 Publishing - Advertising | N |
| | | | 01/01/2020 01/31/2020 | | |
| 18- 481- 000- 0000- 6241 | | 136.50 | Jan. Public Health Ads- 91 | 06202001115333 Publishing - Advertising | N |
| 48- 396- 000- 0000- 6834 | | 200.00 | - Environ Minute | 235 Ed Supplies | N |
| 48- 397- 000- 0000- 6834 | | 253.00 | - HHW Ads | 235 Ed Supplies | N |
| 1036 KROX-AM | | 829.50 | 4 Transactions | | |
| 4163 Kustom Kollision LLC | | | | | |
| 01- 111- 000- 0000- 6303 | | 130.00 | Veterans Signs | 12512 other repair & maintenance non- count | Y |
| 16- 200- 000- 0000- 6303 | | 19,267.53 | Multiple Units Repairs/Set Up | Other Repair & Maintenance | Y |
| 4163 Kustom Kollision LLC | | 19,397.53 | 2 Transactions | | |
| 3350 Landsverk/Mark | | | | | |
| 01- 043- 000- 0000- 6244 | | 20.00 | Region 8 January 2020 | Registration Fees | N |
| 01- 043- 000- 0000- 6331 | | 52.90 | January 2020 Mileage | Mileage | N |
| 3350 Landsverk/Mark | | 72.90 | 2 Transactions | | |
| 6093 Larson Helicopters, LLC | | | | | |
| 40- 601- 000- 0000- 6357 | AP P | 2,853.75 | Ditch Work | 1677 Ditch Services | Y |
| 40- 602- 000- 0000- 6357 | AP P | 870.00 | Ditch Work | 1677 Ditch Services | Y |
| 40- 607- 000- 0000- 6357 | AP P | 513.75 | Ditch Work | 1677 Ditch Services | Y |
| 40- 624- 000- 0000- 6357 | AP P | 3,108.75 | Ditch Work | 1677 Ditch Services | Y |
| 40- 625- 000- 0000- 6357 | AP P | 2,216.25 | Ditch Work | 1677 Ditch Services | Y |
| 40- 626- 000- 0000- 6357 | AP P | 2,115.00 | Ditch Work | 1677 Ditch Services | Y |
| 40- 627- 000- 0000- 6357 | AP P | 1,863.75 | Ditch Work | 1677 Ditch Services | Y |
| 40- 630- 000- 0000- 6357 | AP P | 2,865.00 | Ditch Work | 1677 Ditch Services | Y |
| 40- 631- 000- 0000- 6357 | AP P | 2,328.75 | Ditch Work | 1677 Ditch Services | Y |
| 40- 632- 000- 0000- 6357 | AP P | 2,246.25 | Ditch Work | 1677 Ditch Services | Y |
| 40- 633- 000- 0000- 6357 | AP P | 288.75 | Ditch Work | 1677 Ditch Services | Y |
| 40- 634- 000- 0000- 6357 | AP P | 1,290.00 | Ditch Work | 1677 Ditch Services | Y |
| 40- 635- 000- 0000- 6357 | AP P | 2,756.25 | Ditch Work | 1677 Ditch Services | Y |
| 40- 636- 000- 0000- 6357 | AP P | 3,562.50 | Ditch Work | 1677 Ditch Services | Y |
| 40- 637- 000- 0000- 6357 | AP P | 1,665.00 | Ditch Work | 1677 Ditch Services | Y |
| 40- 638- 000- 0000- 6357 | AP P | 2,463.75 | Ditch Work | 1677 Ditch Services | Y |

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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|---------------------------------------|-------------|----------------------------|------------------------------|----------------------------------|--|
| <u>No. Account/Formula</u> | <u>Accr</u> | <u>Amount</u> | <u>Service Dates</u> | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u> |
| 40- 639- 000- 0000- 6357 | AP P | 2,062.50 | Ditch Work | 1677 | Ditch Services Y |
| 40- 640- 000- 0000- 6357 | AP P | 708.75 | Ditch Work | 1677 | Ditch Services Y |
| 40- 641- 000- 0000- 6357 | AP P | 1,987.50 | Ditch Work | 1677 | Ditch Services Y |
| 40- 642- 000- 0000- 6357 | AP P | 1,308.75 | Ditch Work | 1677 | Ditch Services Y |
| 40- 650- 000- 0000- 6357 | AP P | 498.75 | Ditch Work | 1677 | Ditch Services Y |
| 40- 654- 000- 0000- 6357 | AP P | 195.00 | Ditch Work | 1677 | Ditch Services Y |
| 40- 666- 000- 0000- 6357 | AP P | 3,307.50 | Ditch Work | 1677 | Ditch Services Y |
| 40- 723- 000- 0000- 6357 | AP P | 566.25 | Ditch Work | 1677 | Ditch Services Y |
| 40- 724- 000- 0000- 6357 | AP P | 663.75 | Ditch Work | 1677 | Ditch Services Y |
| 40- 726- 000- 0000- 6357 | AP P | 2,527.50 | Ditch Work | 1677 | Ditch Services Y |
| 40- 734- 000- 0000- 6357 | AP P | 157.50 | Ditch Work | 1677 | Ditch Services Y |
| 40- 747- 000- 0000- 6357 | AP P | 963.75 | Ditch Work | 1677 | Ditch Services Y |
| 40- 798- 000- 0000- 6357 | AP P | 5,580.00 | Ditch Work | 1677 | Ditch Services Y |
| 6093 Larson Helicopters, LLC | | 53,535.00 | 29 Transactions | | |
| 4323 Lawson Products Inc | | | | | |
| 03- 330- 000- 0000- 6303 | | 147.14 | C#10072717 | | Other Repair, Maintenance & Operator N |
| 4323 Lawson Products Inc | | 147.14 | 1 Transactions | | |
| 581 League Of Minnesota Cities | | | | | |
| 16- 200- 000- 0000- 6816 | | 2,880.00 | 32 2020 Patrol Subscriptions | 314152 | Training N |
| 581 League Of Minnesota Cities | | 2,880.00 | 1 Transactions | | |
| 5770 Lee/Joan | | | | | |
| 01- 001- 000- 0000- 6331 | | 208.15 | January 2020 Mileage | | Mileage N |
| 5770 Lee/Joan | | 208.15 | 1 Transactions | | |
| 9991 Lee/Kasumi | | | | | |
| 18- 485- 000- 0000- 6272 | | 25.00 | 1/28/20 YAB Stipend | | Services N |
| 9991 Lee/Kasumi | | 25.00 | 1 Transactions | | |
| 5285 Lehmann/Codi | | | | | |
| 18- 483- 464- 0000- 6331 | | 197.80 | Safer Choices Mileage- 14 | | Mileage N |
| 18- 483- 466- 0000- 6331 | | 17.83 | Fam Hlth Mileage- 11 | | Mileage N |
| 18- 483- 467- 0000- 6331 | | 44.85 | CTC Outreach Mileage- 19 | | Mileage N |
| 5285 Lehmann/Codi | | 260.48 | 3 Transactions | | |

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 Public Safety Fund

*** Polk County ***

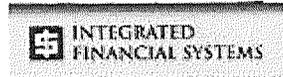


Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| <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> | |
| 21159 Lepier Inc 16- 200- 000- 0000- 6561 | | Fuel 22.77 | | Fuels | N |
| 21159 Lepier Inc | | 22.77 | | 1 Transactions | |
| 1088 Lepier Oil Company Inc 64- 390- 000- 0000- 6561 | | 80.01 Gas for pickup | 607 | Fuels | N |
| 1088 Lepier Oil Company Inc | | 80.01 | | 1 Transactions | |
| 6831 Lepier Tire & Auto 64- 390- 000- 0000- 6563 | | 203.12 Pickup Maintenance | 2403 | Tires, Tubes, Batteries & M.V. Parts | N |
| 6831 Lepier Tire & Auto | | 203.12 | | 1 Transactions | |
| 5371 Lexipol, LLC 16- 200- 000- 0000- 6272 | | 1,096.00 LE Impl Validate DTB's Policy | 31102,32539 | Services | N |
| 5371 Lexipol, LLC | | 1,096.00 | | 1 Transactions | |
| 6907 Lien/Amanda 18- 482- 475- 0000- 6331 | | 96.02 SHIP Grant Mileage- 74 | | Mileage | N |
| 6907 Lien/Amanda | | 96.02 | | 1 Transactions | |
| 6803 Lundeen/Cole 16- 200- 000- 0000- 6207 16- 200- 000- 0000- 6207 | | 4.96 Meal Reimb Transports | | Prisoner Conveyance - Meals | N |
| 6803 Lundeen/Cole | | 17.98 Meal Reimb Transports | | Prisoner Conveyance - Meals | N |
| | | 22.94 | | 2 Transactions | |
| 6834 Lundell/Luke 48- 396- 000- 0000- 6272 | | 1,845.00 - Snow Removal Rec Roof | 125 | Services | Y |
| 6834 Lundell/Luke | | 1,845.00 | | 1 Transactions | |
| 1235 M R Sign Company 03- 310- 000- 0000- 6515 | | 2,732.60 Signs | 207103 | Traffic Signs | N |
| 1235 M R Sign Company | | 2,732.60 | | 1 Transactions | |
| 10695 MACAI 03- 300- 000- 0000- 6243 | | 85.00 2020 Dues | | Membership Dues | N |
| 10695 MACAI | | 85.00 | | 1 Transactions | |

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General Revenue Fund

*** Polk County ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| <u>Vendor Name</u> | <u>Rpt</u> | <u>Warrant Description</u> | <u>Invoice #</u> | <u>Account/Formula Descripti</u> | <u>1099</u> |
|----------------------------|-------------|----------------------------|---------------------------------|--|-------------|
| <u>No. Account/Formula</u> | <u>Accr</u> | <u>Amount</u> | <u>Service Dates</u> | <u>Paid On Bhf # On Behalf of Name</u> | |
| 3139 MACO | | | | | |
| 01- 101- 000- 0000- 6342 | | 1,500.00 | 2020 MOMS Maintenance Fees | 2020 Maintenance Agreements | N |
| 3139 MACO | | 1,500.00 | 1 Transactions | | |
| 9488 Macpza | | | | | |
| 48- 123- 000- 0000- 6243 | | 140.00 | 2020 Membership Dues J Snyder | J Snyder Membership Dues | N |
| 9488 Macpza | | 140.00 | 1 Transactions | | |
| 22811 Makin/Stephanie | | | | | |
| 01- 061- 000- 0000- 6331 | | 52.20 | Mileage Dec 2019 | Mileage | N |
| 22811 Makin/Stephanie | | 52.20 | 1 Transactions | | |
| 4856 Martin Associates | | | | | |
| 18- 483- 466- 0000- 6805 | | 165.00 | Omaha Training(AB)- 94 | Staff Education | N |
| 18- 483- 466- 0000- 6805 | | 165.00 | Omaha Training (BO)- 119 | Staff Education | N |
| 18- 483- 466- 0000- 6805 | | 165.00 | Omaha Training(JO)- 114 | Staff Education | N |
| 18- 483- 466- 0000- 6805 | | 165.00 | Omaha Training (KS)- 22 | Staff Education | N |
| 4856 Martin Associates | | 660.00 | 4 Transactions | | |
| 6992 Mattison/Janet | | | | | |
| 01- 043- 000- 0000- 6243 | | 30.00 | NWMAP Dues 2020 | Membership Dues | N |
| 01- 043- 000- 0000- 6331 | | 388.13 | January 2020 Mileage | Mileage | N |
| 01- 043- 000- 0000- 6805 | | 23.68 | Meals St Paul/ALP class | Staff Education | N |
| 6992 Mattison/Janet | | 441.81 | 3 Transactions | | |
| 5315 Mayo Manufacturing Co | | | | | |
| 64- 391- 000- 0000- 6305 | | 316.30 | non- taxable supplies for equip | 78830 Equipment Repair Supplies\ Nontaxabl | N |
| 5315 Mayo Manufacturing Co | | 316.30 | 1 Transactions | | |
| 3320 MCCC BIN#135033 | | | | | |
| 01- 062- 000- 0000- 6265 | AP P | 379.06 | 2019 Q4 MCCC User Grp Mtg | 1910157 Data Processing (Software) | N |
| 3320 MCCC BIN#135033 | | 379.06 | 1 Transactions | | |
| 9992 McDonald/Dawson | | | | | |
| 18- 485- 000- 0000- 6272 | | 25.00 | 1/28/20 YAB Stipend | Services | N |
| 9992 McDonald/Dawson | | 25.00 | 1 Transactions | | |

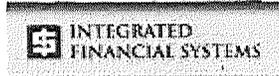
*** Polk County ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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|--|-------------|---------------------------------------|----------------------|----------------------------------|-------------|
| <u>No. Account/Formula</u> | <u>Accr</u> | <u>Service Dates</u> | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u> | |
| 6030 McKesson Medical Surgical | | | | | |
| 18-482-000-0000-6403 | | 44.40 SafetyGlideNeedles/Supplies- 51 | 73765340 | Misc. Supplies | N |
| 18-482-000-0000-6403 | | 382.31 SyringesBandagesPrepad- 51 | 73766082 | Misc. Supplies | N |
| 18-482-000-0000-6403 | | 408.16 (8)Epi/Supplies- 51 | 74440231 | Misc. Supplies | N |
| 18-483-464-0000-6403 | | 22.74 - credit | | Misc. Supplies | N |
| 18-483-464-0000-6403 | | 32.74 Lidocaine/Supplies- 17 | 74220734 | Misc. Supplies | N |
| 18-483-466-0000-6403 | | 30.50 DsnfctntWipes/HV Supplies- 22 | 74223486 | Misc. Supplies | N |
| 18-483-464-0000-6403 | | 56.47 TherTab/Supplies- 17 | 74416229 | Misc. Supplies | N |
| 18-483-464-0000-6403 | | 32.74 Lidocaine/Supplies- 17 | 74808232 | Misc. Supplies | N |
| 6030 McKesson Medical Surgical | | 964.58 8 Transactions | | | |
| 5893 McNeilus Steel Inc | | | | | |
| 64-391-000-0000-6301 | | 2,988.36 Conveyor Repairs | 0203309 | Machinery & Equipment | N |
| 5893 McNeilus Steel Inc | | 2,988.36 1 Transactions | | | |
| 6778 Meyer/Eliza | | | | | |
| 18-485-000-0000-6272 | | 25.00 1/28/20 YAB Stipend | | Services | N |
| 6778 Meyer/Eliza | | 25.00 1 Transactions | | | |
| 6110 Midwest Hydraulics LLC | | | | | |
| 03-330-000-0000-6564 | | 166.43 Parts | 5653 | Machinery Parts | N |
| 6110 Midwest Hydraulics LLC | | 166.43 1 Transactions | | | |
| 4429 MN Counties Intergov'l Trust | | | | | |
| 01-065-000-0000-6243 | | 1,826.00 MCIT Renewal Fee | 18249R | Membership Dues | N |
| 01-124-000-0000-6351 | | 235.00 Add Equipment | 3266 | Insurance | N |
| 4429 MN Counties Intergov'l Trust | | 2,061.00 2 Transactions | | | |
| 3589 Mn Dept Of Health | | | | | |
| 48-395-000-0000-6815 | | 100.00 Asb Inspector License Renewal | J Snyder | License/Permit Fees | N |
| 3589 Mn Dept Of Health | | 100.00 1 Transactions | | | |
| 5177 Mn Dept Of Public Safety | | | | | |
| 01-140-000-0000-6367 | | 19.25 Licensing Vehcile | | Misc. License's & Permits | N |
| 03-330-000-0000-6367 | | 1,039.50 Licensing Vehicles | | Misc. License's & Permits | N |
| 5177 Mn Dept Of Public Safety | | 1,058.75 2 Transactions | | | |

*** Polk County ***

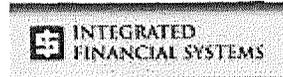


Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| <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> | |
| 2182 Mn Dept Of Transportation | | | | | |
| 03-310-000-0000-6272 | DTG P | 292.41 Prof Services | P00011291 | Services | N |
| 03-330-000-0000-6272 | DTG P | 230.46 Material Test 60-599-278 | P00011215 | Services | N |
| 03-330-000-0000-6272 | DTG P | 230.46 Material Test 60-610-013 | P00011215 | Services | N |
| 03-330-000-0000-6272 | DTG P | 10.48 Matertial Test 60-603-007 | P00011215 | Services | N |
| 03-330-000-0000-6565 | DTG P | 287.30 Equip Calibration | P00011215 | Other Repair & Maintenance Supplies | N |
| 2182 Mn Dept Of Transportation | | 1,051.11 5 Transactions | | | |
| 1504 Mn Secretary Of State | | | | | |
| 16-200-000-0000-6245 | | 120.00 Notary Commission A Butala | | Notary | N |
| 1504 Mn Secretary Of State | | 120.00 1 Transactions | | | |
| 5610 MN Sheriffs' Association | | | | | |
| 16-200-200-0000-6403 | | 60.00 Permits to Acquire non- laminat | 204990 | Misc. Supplies | N |
| 5610 MN Sheriffs' Association | | 60.00 1 Transactions | | | |
| 1220 Mn UI Fund | | | | | |
| 03-300-000-0000-6359 | DTG P | 542.00 Unemployment Comp | 4th Qtr 2019 | Unemployment Compensation | N |
| 1220 Mn UI Fund | | 542.00 1 Transactions | | | |
| 8937 Mn Valley Testing Labs | | | | | |
| 64-390-000-0000-6272 | | 4,363.00 Ash Sampling | 6419 | Services | N |
| 8937 Mn Valley Testing Labs | | 4,363.00 1 Transactions | | | |
| 6815 Moreno/Michael | | | | | |
| 16-200-000-0000-6207 | | 21.10 Meal Reimb for Transport | | Prisoner Conveyance - Meals | N |
| 16-200-000-0000-6207 | | 10.74 Meal Reimb for Transport | | Prisoner Conveyance - Meals | N |
| 6815 Moreno/Michael | | 31.84 2 Transactions | | | |
| 22571 Morris Electronics Inc | | | | | |
| 01-065-066-0000-6607 | | 68,030.53 CISCO 9400 Chasis upgrade | 201555868 | Equipment | N |
| 01-065-000-0000-6265 | | 1,058.50 RSA Security Appl Base Sofwre | 20155786 | Data Processing (Software) | N |
| 01-065-000-0000-6607 | | 3,439.33 RSA 50 &10 Pack RSA 700 3yr | 20155786 | Equipment | N |
| 22571 Morris Electronics Inc | | 72,528.36 3 Transactions | | | |
| 3637 Motor Vehicle | | | | | |
| 03-330-000-0000-6367 | | 25.00 Chemical Reports | | Misc. License's & Permits | N |

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Public Works Fund

*** Polk County ***

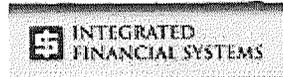


Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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|--------------------------------------|-------------|----------------------------|----------------------|----------------------------------|--|
| <u>No. Account/Formula</u> | <u>Accr</u> | <u>Service Dates</u> | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u> | |
| 3637 Motor Vehicle | | 25.00 | | | |
| 4681 MSCIC Conference | | | | | |
| 16- 200- 000- 0000- 6816 | | 350.00 | | 2020 Training Conf 5009,5012 | Training N |
| 4681 MSCIC Conference | | 350.00 | | 1 Transactions | |
| 6571 Muckala/Kelly | | | | | |
| 64- 391- 000- 0000- 6425 | | 94.99 | | Boot Allowance | Clothing N |
| 6571 Muckala/Kelly | | 94.99 | | 1 Transactions | |
| 6701 Munter/Joann | | | | | |
| 18- 482- 000- 0000- 6331 | | 151.22 | | Car Seat Mileage- 57 | Mileage N |
| 18- 483- 467- 0000- 6331 | | 66.13 | | CTC Outreach Mileage - 19 | Mileage N |
| 18- 483- 467- 0000- 6331 | | 55.20 | | School Hlth Mileage- 12 | Mileage N |
| 6701 Munter/Joann | | 272.55 | | 3 Transactions | |
| 277 Napa Crookston Welding | | | | | |
| 03- 330- 000- 0000- 6303 | | 1,340.68 | | Supplies | A#4917 Other Repair, Maintenance & Operati |
| 03- 330- 000- 0000- 6564 | | 1,157.43 | | Parts | A#4917 Machinery Parts N |
| 48- 396- 000- 0000- 6301 | | 22.60 | | - Male Adaptrs Organics Bins | 993417 Machinery & Equipment N |
| 48- 398- 000- 0000- 6301 | | 225.97 | | - T603/604 DEF Fluid | 992645 992832 Machinery & Equipment N |
| 65- 392- 000- 0000- 6414 | | 79.87 | | Maintenance Supplies | 04921 Maintenance Supplies N |
| 277 Napa Crookston Welding | | 2,826.55 | | 5 Transactions | |
| 2003 Norland/Michael | | | | | |
| 16- 200- 000- 0000- 6454 | | 160.67 | | Reimb for Uniform | Law Enforcement Supplies N |
| 2003 Norland/Michael | | 160.67 | | 1 Transactions | |
| 6066 Northdale Oil Inc | | | | | |
| 64- 390- 000- 0000- 6561 | | 2,881.20 | | Fuel for Loaders | 21214 Fuels N |
| 6066 Northdale Oil Inc | | 2,881.20 | | 1 Transactions | |
| 23165 Northern Fire Equipment Servic | | | | | |
| 48- 396- 000- 0000- 6417 | | 49.00 | | - Check/Tag Extinguishers | 21537 Safety Equipment & Supplies N |
| 64- 390- 000- 0000- 6417 | | 237.47 | | Fire Equip tagged/charged | 21536 Safety Equipment & Supplies N |
| 64- 391- 000- 0000- 6417 | | 237.48 | | Fire Equip Tagged/Charged | 21536 Safety Equipment & Supplies N |

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Resource Recovery Fund

*** Polk County ***

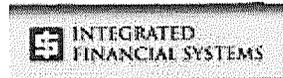


Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| <u>Vendor Name</u> | <u>Rpt</u> | <u>Warrant Description</u> | <u>Invoice #</u> | <u>Account/Formula Descripti</u> | <u>1099</u> |
|---|-------------|----------------------------|-------------------------------|----------------------------------|--------------------------|
| <u>No. Account/Formula</u> | <u>Accr</u> | <u>Amount</u> | <u>Service Dates</u> | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u> |
| 23165 Northern Fire Equipment Servic | | 523.95 | 3 Transactions | | |
| 23293 Northern Lumber | | | | | |
| 01-111-188-1212-6414 | | 29.99 | Primer sealer/maint supplies | 226310 | Maintenance Supplies N |
| 23293 Northern Lumber | | 29.99 | 1 Transactions | | |
| 6124 Northern Propane | | | | | |
| 03-330-000-0000-6562 | | 510.39 | Lubricants | 46528 | Lubricants N |
| 6124 Northern Propane | | 510.39 | 1 Transactions | | |
| 6104 Northstar | | | | | |
| 01-101-000-0000-6402 | | 173.56 | Vitals Paper 39001-40000 | 49077859 | Stationery & Forms N |
| 6104 Northstar | | 173.56 | 1 Transactions | | |
| 1236 Northwest Service Cooperative | | | | | |
| 01-061-000-0000-6243 | | 250.00 | 2020 CCOGA Membership Dues | 3904 | Membership Dues N |
| 1236 Northwest Service Cooperative | | 250.00 | 1 Transactions | | |
| 10663 Northwestern Mental Health Center | | | | | |
| 16-200-000-0000-6266 | | 400.00 | 1 Evaluation | Sept | Medical Evaluation 6 |
| 10663 Northwestern Mental Health Center | | 400.00 | 1 Transactions | | |
| 4309 Nuss Truck & Equipment | | | | | |
| 03-330-000-0000-6564 | | 3,215.08 | Parts | C#36146B | Machinery Parts N |
| 4309 Nuss Truck & Equipment | | 3,215.08 | 1 Transactions | | |
| 2490 NW MN Council Of Collaboratives | | | | | |
| 01-001-000-0000-6243 | | 1,350.00 | Membership Dues 2020 | | Membership Dues N |
| 2490 NW MN Council Of Collaboratives | | 1,350.00 | 1 Transactions | | |
| 5668 Nw Mn Household Hazardous | | | | | |
| 48-397-000-0000-6840 | | 8,288.00 | 2020 Yearly Assessment | 1/13/2020 | Hhw Regional Costs N |
| 48-397-000-0000-6838 | DTG P | 3,679.93 | - 2019 HHW Disposal | 12/31/19 | Hhw N |
| 48-397-000-0000-6838 | DTG P | 1,223.55 | Paint Care CR Dec 18 - Dec 19 | 12/31/19 | Hhw N |
| 5668 Nw Mn Household Hazardous | | 10,744.38 | 3 Transactions | | |
| 6652 NWMNCVSO | | | | | |

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General Revenue Fund

*** Polk County ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| <u>Vendor Name</u> | <u>Rpt</u> | <u>Warrant Description</u> | <u>Invoice #</u> | <u>Account/Formula Descripti</u> | <u>1099</u> |
|----------------------------|-------------|----------------------------|---------------------------------|---|-------------|
| <u>No. Account/Formula</u> | <u>Accr</u> | <u>Amount</u> | <u>Service Dates</u> | <u>Paid On Bhf #</u> <u>On Behalf of Name</u> | |
| 6652 NWMNCVSO | | 50.00 | 2020 Annual dues | Kurt&Laurie Membership Dues | N |
| | | 50.00 | 1 Transactions | | |
| 1324 Nystad/Lori | | 58.08 | Staff Admin Mileage- 91 | Mileage | N |
| 1324 Nystad/Lori | | 58.08 | 1 Transactions | | |
| 5137 O'Reilly Auto Parts | | 134.24 | Parts | C#588072 Machinery Parts | N |
| 5137 O'Reilly Auto Parts | | 134.24 | 1 Transactions | | |
| 24224 Oakes/Melanie | | 599.73 | January 2020 Mileage | Mileage | N |
| | | 60.22 | Meals for Principles Class | Staff Education | N |
| 24224 Oakes/Melanie | | 659.95 | 2 Transactions | | |
| 1431 Office Supplies Plus | | 718.06 | Shredder,Laminaotr Stapler | 33022 Misc. Supplies | N |
| 1431 Office Supplies Plus | | 718.06 | 1 Transactions | | |
| 620 Oian/Lori | AP P | 49.30 | 2019 Bank Mileage | Mileage | N |
| 620 Oian/Lori | | 49.30 | 1 Transactions | | |
| 1004 Oian/Wesly | | 185.73 | January 2020 Mileage Assessing | Mileage | N |
| 1004 Oian/Wesly | | 185.73 | 1 Transactions | | |
| 3336 Oliver/Terri | | 46.00 | Staff Admin Mileage - 91 | Mileage | N |
| 3336 Oliver/Terri | | 46.00 | 1 Transactions | | |
| 6320 Olson/Brenna | | 44.85 | WIC Mileage- 28 | Mileage | N |
| | | 44.85 | Staff Admin Mileage - 91 | Mileage | N |
| | | 138.63 | Suicide Prvnt Grnt Mileage- 120 | Mileage | N |

*** Polk County ***

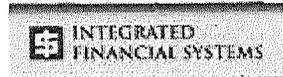


Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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|-------------------------------|-------------|----------------------------|---------------------------------|----------------------------------|--------------------------|
| <u>No. Account/Formula</u> | <u>Accr</u> | <u>Amount</u> | <u>Service Dates</u> | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u> |
| 6320 Olson/Brenna | | 228.33 | 3 Transactions | | |
| 6566 Olson/Pamela | | | | | |
| 18- 482- 000- 0000- 6331 | | 43.12 | Staff Admin Mileage- 91 | Mileage | N |
| 18- 483- 467- 0000- 6331 | | 71.88 | School Hlth Mileage- 12 | Mileage | N |
| 6566 Olson/Pamela | | 115.00 | 2 Transactions | | |
| 4724 Olson/Stephanie | | | | | |
| 18- 484- 000- 0000- 6331 | | 67.85 | WIC Mileage- 25 | Mileage | N |
| 18- 484- 000- 0000- 6331 | | 39.67 | Staff Admin Mileage- 91 | Mileage | N |
| 4724 Olson/Stephanie | | 107.52 | 2 Transactions | | |
| 6165 Omega Laboratories Inc | | | | | |
| 18- 482- 000- 0000- 6272 | | 518.00 | (4) Hair Follicle Testing- 51 | 180601- 2020 Services | N |
| 6165 Omega Laboratories Inc | | 518.00 | 1 Transactions | | |
| 6321 Ophus/Judy | | | | | |
| 18- 483- 466- 0000- 6331 | | 77.05 | EBHV Grant Mileage- 119 | Mileage | N |
| 18- 483- 466- 0000- 6331 | | 19.55 | NFP Exp Grant Mileage- 114 | Mileage | N |
| 6321 Ophus/Judy | | 96.60 | 2 Transactions | | |
| 6970 OSEN/BRITTNEY | | | | | |
| 18- 483- 466- 0000- 6331 | | 24.15 | Fam Hlth Mileage- 11 | Mileage | N |
| 18- 483- 466- 0000- 6331 | | 197.80 | EBHV Grant Mileage - 119 | Mileage | N |
| 18- 483- 466- 0000- 6331 | | 81.65 | Staff Admin Mileage - 91 | Mileage | N |
| 18- 483- 466- 0000- 6332 | | 21.33 | Denver Trning Mls- 1/6/20- 119 | Reimbursed Meals | N |
| 18- 483- 466- 0000- 6332 | | 30.53 | Denver Trning Mls 1/7/20- 119 | Reimbursed Meals | N |
| 18- 483- 466- 0000- 6332 | | 29.32 | Denver Trning Mls 1/8/20- 119 | Reimbursed Meals | N |
| 18- 483- 466- 0000- 6332 | | 54.15 | Denver Trning Mls 1/9/20 - 119 | Reimbursed Meals | N |
| 18- 483- 466- 0000- 6332 | | 30.56 | Denver Trning Mls 1/10/20- 119 | Reimbursed Meals | N |
| 18- 483- 466- 0000- 6335 | | 48.14 | Denver Trning Uber Fees- 119 | Other Travel Expenses | N |
| 18- 483- 466- 0000- 6335 | | 40.00 | Denver Trning Parking Fees- 119 | Other Travel Expenses | N |
| 6970 OSEN/BRITTNEY | | 557.63 | 10 Transactions | | |
| 5040 Paige Co. Containers Inc | | | | | |
| 01- 111- 188- 1212- 6204 | | 25.00 | Freight | 272050 Freight Charges | N |
| 01- 111- 188- 1212- 6412 | | 1,690.00 | Moving Boxes/EGF Project | 272050 Custodial Supplies | N |

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General Revenue Fund

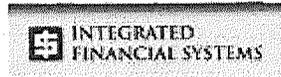
*** Polk County ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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|---|-------------|--------------------------------|----------------------|--------------------------------------|-------------|
| <u>No. Account/Formula</u> | <u>Accr</u> | <u>Service Dates</u> | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u> | |
| 5040 Paige Co. Containers Inc | | 2 Transactions | | | |
| 6780 Patterson/Autumn | | | | | |
| 18-485-000-0000-6272 | | 1/28/20 YAB Stipend | | Services | N |
| 6780 Patterson/Autumn | | 1 Transactions | | | |
| 6779 Paulson, Teagan | | | | | |
| 18-485-000-0000-6272 | | 1/21/20 YAB Stipend | | Services | N |
| 18-485-000-0000-6272 | | 1/28/20 YAB Stipend | | Services | N |
| 6779 Paulson, Teagan | | 2 Transactions | | | |
| 1827 Pederson/Keith | | | | | |
| 18-493-000-0000-6272 | | Jan. Snow Removal/Miller- 33 | | Services | Y |
| 1827 Pederson/Keith | | 1 Transactions | | | |
| 25537 Perreault/Melissa | | | | | |
| 18-485-469-0000-6331 | | Regnl Prvnt Rsrc Coord Mil- 69 | | Mileage | N |
| 25537 Perreault/Melissa | | 1 Transactions | | | |
| 5212 Personnel Concepts | | | | | |
| 01-061-000-0000-6403 | | Compliance Posters | 9341492391 | Misc. Supplies | N |
| 5212 Personnel Concepts | | 1 Transactions | | | |
| 5070 Pioneer Research Corporation | | | | | |
| 64-391-000-0000-6303 | | Enviro Pro | 257401 | Other Repair,Maintenance & Operation | N |
| 5070 Pioneer Research Corporation | | 1 Transactions | | | |
| 9172 Polk County | | | | | |
| 48-396-000-0000-6101 | DTF P | - 2019 Recycling Wage Reimb | 2019 Wages | Gross Pay | N |
| 9172 Polk County | | 1 Transactions | | | |
| 571 Polk County Administrator | | | | | |
| 03-320-000-0000-6825 | | Right of Way N Smith Time | G- 1- 1- 2020 | Other Right Of Way Costs | N |
| 571 Polk County Administrator | | 1 Transactions | | | |
| 7726 Polk County Environmental Services | | | | | |
| 64-390-000-0000-6701 | | Bond Payment to fund 38 | 2020 | Bond Payment | N |

*** Polk County ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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|--|-------------|----------------------------|-----------------------|---|--------------------------|
| <u>No. Account/Formula</u> | <u>Accr</u> | <u>Amount</u> | <u>Service Dates</u> | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u> |
| 64-391-000-0000-6701 | | 70,000.00 | | 2020 Bond Payment | N |
| 65-392-000-0000-6701 | | 35,000.00 | | 2020 Bond Payment | N |
| 7726 Polk County Environmental Services | | 175,000.00 | | 3 Transactions | |
| 1606 Polk County Highway Department | | | | | |
| 01-065-000-0000-6561 | | 59.43 | | 1/24/2020 Fuels | N |
| 01-091-000-0000-6561 | AP P | 26.45 | | Fuels | N |
| 01-111-000-0000-6561 | | 81.20 | | Fuels | N |
| | | | 01/01/2020 01/31/2020 | | |
| 01-111-000-0000-6561 | | 85.11 | | Fuels | N |
| | | | 01/01/2020 01/31/2020 | | |
| 01-111-000-0000-6561 | | 202.37 | | Fuels | N |
| | | | 01/01/2020 01/31/2020 | | |
| 01-111-000-0000-6561 | | 67.64 | | Fuels | N |
| | | | 01/01/2020 01/31/2020 | | |
| 01-111-000-0000-6561 | | 150.07 | | Fuels | N |
| | | | 01/01/2020 01/31/2020 | | |
| 01-111-000-0000-6561 | | 172.64 | | Fuels | N |
| | | | 01/01/2020 01/31/2020 | | |
| 01-111-000-0000-6561 | | 41.53 | | Fuels | N |
| | | | 01/01/2020 01/31/2020 | | |
| 01-122-000-0000-6561 | AP P | 120.02 | | Fuels | N |
| 01-140-000-0000-6303 | | 112.86 | | 1-23 Other Repair, Maintenance & Operator | N |
| 03-310-000-0000-6303 | | 577.35 | | D-1-1-2020 Other Repair, Maintenance & Operator | N |
| 16-200-000-0000-6205 | AP P | 616.24 | | Prisoner Conveyance - Mileage & Airfa | N |
| 16-200-000-0000-6561 | AP P | 4,310.59 | | Fuels | N |
| 16-200-000-0000-6561 | AP P | 212.20 | | Fuels | N |
| 16-211-000-0000-6561 | AP P | 28.71 | | Fuels | N |
| 48-398-000-0000-6561 | DTF P | 576.48 | | 12-9-19 Fuels | N |
| 65-392-000-0000-6561 | | 85.81 | | 1-25-2020 Fuels | N |
| 1606 Polk County Highway Department | | 7,526.70 | | 18 Transactions | |
| 565 Polk County Recorder | | | | | |
| 03-320-000-0000-6825 | DTF P | 1,058.00 | | 146765-6/47244 Other Right Of Way Costs | N |
| 03-320-000-0000-6825 | | 224.00 | | 146970 Other Right Of Way Costs | N |
| 48-123-000-0000-6403 | | 46.00 | | 147264 Misc. Supplies | N |
| 48-123-000-0000-6403 | | 46.00 | | 147492 Misc. Supplies | N |

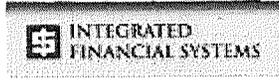
***** Polk County *****



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

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| 565 Polk County Recorder | | 4 Transactions | | | |
| | | 1,374.00 | | | |
| 3234 Polk County Solid Waste | | | | | |
| 01-065-000-0000-6202 | AP P | 109.00 | 100961606 | Communications, Phone & Data | N |
| 01-065-000-0000-6202 | | 109.00 | 100967632 | Communications, Phone & Data | N |
| 01-065-000-0000-6202 | | 109.00 | 100974211 | Communications, Phone & Data | N |
| 3234 Polk County Solid Waste | | 3 Transactions | | | |
| | | 327.00 | | | |
| 25531 Polk County Transfer Station | | | | | |
| 01-111-198-0000-6254 | | 1.45 | 13364 | Other Utilities | N |
| 01-111-198-0000-6254 | | 0.25 | 13364 | Other Utilities | N |
| 01-111-187-0000-6254 | | 1.45 | 13370 | Other Utilities | N |
| 01-111-187-0000-6859 | | 0.25 | 13370 | Sales/Use Tax | N |
| 01-111-187-0000-6254 | | 21.45 | 13462 | Other Utilities | N |
| 01-111-187-0000-6859 | | 0.25 | 13462 | Sales/Use Tax | N |
| 01-111-190-0000-6254 | | 80.00 | 13575 | Other Utilities | N |
| 25531 Polk County Transfer Station | | 7 Transactions | | | |
| | | 105.10 | | | |
| 5875 Porter/Austin | | | | | |
| 16-200-000-0000-6207 | | 20.94 | | Prisoner Conveyance - Meals | N |
| 16-200-000-0000-6207 | | 17.35 | | Prisoner Conveyance - Meals | N |
| 5875 Porter/Austin | | 2 Transactions | | | |
| | | 38.29 | | | |
| 9765 Powerplan OIB | | | | | |
| 03-330-000-0000-6564 | | 2,023.77 | A#3952006 | Machinery Parts | N |
| 64-390-000-7390-6301 | | 792.33 | W2464809 | Machinery & Equip. Repairs | N |
| 9765 Powerplan OIB | | 2 Transactions | | | |
| | | 2,816.10 | | | |
| 5201 Powers/Mike | | | | | |
| 48-123-000-0000-6331 | | 29.90 | Jan-2020 | Mileage | N |
| 5201 Powers/Mike | | 1 Transactions | | | |
| | | 29.90 | | | |
| 3990 Praxair Distribution Inc | | | | | |
| 65-393-000-0000-6565 | | 51.82 | 71742172 | Other Repair & Maintenance Supplies | N |
| 65-393-000-0000-6859 | | 3.70 | 71742172 | Sales Tax | N |
| 3990 Praxair Distribution Inc | | 2 Transactions | | | |
| | | 55.52 | | | |

*** 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> |
| 5236 PRECISE MRM LLC | | | | | |
| 03-330-000-0000-6265 | AP P | 587.05 | GPS Software 12/01/2019 12/31/2019 | 200-1024503 | Data Processing (Software) N |
| 5236 PRECISE MRM LLC | | 587.05 | 1 Transactions | | |
| 5799 Productivity Plus Account | | | | | |
| 03-330-000-0000-6303 | | 289.30 | Supplies | A#3367094 | Other Repair, Maintenance & Operatior N |
| 03-330-000-0000-6564 | | 633.09 | Parts | A#3367094 | Machinery Parts N |
| 5799 Productivity Plus Account | | 922.39 | 2 Transactions | | |
| 1626 Proulx Refrigeration | | | | | |
| 01-111-198-0000-6304 | | 94.00 | labor | 10975 | Labor Charges N |
| 01-111-198-0000-6360 | | 0.50- | Misc Credit | 10975 | Miscellaneous Charges N |
| 01-111-198-0000-6304 | | 117.50 | Labor/Diagnosed | 10994 | Labor Charges N |
| 1626 Proulx Refrigeration | | 211.00 | 3 Transactions | | |
| 5326 PSI Engineering LLC | | | | | |
| 64-390-000-0000-6607 | | 5,928.70 | RO Water Pump | 583450 | Equipment N |
| 5326 PSI Engineering LLC | | 5,928.70 | 1 Transactions | | |
| 2242 Public Financial Management | | | | | |
| 01-113-000-0000-6272 | | 1,500.00 | Annual continuing Disclosure | 107403 | Services N |
| 2242 Public Financial Management | | 1,500.00 | 1 Transactions | | |
| 6119 Quest Diagnostics | | | | | |
| 18-483-464-0000-6272 | AP P | 117.90- | credit | | Services N |
| 18-483-464-0000-6272 | AP P | 4.64- | credit | | Services N |
| 18-483-464-0000-6272 | | 80.02- | credit | | Services N |
| 18-483-464-0000-6272 | AP P | 47.16 | FP Testing Svc- 17 | 9185529682 | Services N |
| 18-483-464-0000-6272 | AP P | 235.80 | FP Testing Svc- 17 | 9185529682 | Services N |
| 18-483-464-0000-6272 | | 141.48 | FP Testing Svc- 17 | 9186026985 | Services N |
| 6119 Quest Diagnostics | | 221.88 | 6 Transactions | | |
| 4993 Quill Corporation | | | | | |
| 48-123-000-0000-6403 | | 57.14 | - Binders/Post Its/Pens/Etc | 4456170 | Misc. Supplies N |
| 48-395-000-0000-6403 | | 57.15 | - Binders/Post Its/Pens/Etc | 4460816 | Misc. Supplies N |
| 48-395-000-0000-6412 | | 42.54 | - Wipes/Bowl Cleaner | 4460816 | Custodial Supplies N |

*** Polk County ***



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|-------------------------------------|-------------|----------------------------|---------------------------------|----------------------------------|------------------------------------|
| <u>No. Account/Formula</u> | <u>Accr</u> | <u>Amount</u> | <u>Service Dates</u> | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u> |
| 64- 390- 000- 0000- 6403 | | 103.83 | Misc office Supplies | 3189600 | Misc. Supplies N |
| 64- 390- 000- 0000- 6412 | | 582.35 | Pull Towels- Paper Towel | 3189600 | Custodial Supplies N |
| 64- 390- 000- 0000- 6859 | | 54.25 | Tax | 3189600 | Sales Tax N |
| 64- 390- 000- 0000- 6404 | | 75.27 | Printer Supplies | 36189600 | Data Processing Supplies N |
| 4993 Quill Corporation | | 972.53 | 7 Transactions | | |
| 6171 R & S Northeast LLC | | | | | |
| 18- 483- 464- 5122- 6456 | | 85.50 | FP Contraceptive/AubraTab- 17 | 226632 | Miscellaneous Operating Supplies N |
| 18- 483- 464- 5122- 6456 | | 71.25 | FP Contraceptive/VylibraTab- 17 | 226632 | Miscellaneous Operating Supplies N |
| 18- 483- 464- 5122- 6456 | | 57.00 | FP Contraceptive/ChatealTab- 17 | 226632 | Miscellaneous Operating Supplies N |
| 6171 R & S Northeast LLC | | 213.75 | 3 Transactions | | |
| 27255 Ramsey County | | | | | |
| 01- 091- 000- 0000- 6261 | | 70.00 | Service Fee J O'Quinn | 20200490 | Service & Filing Fees N |
| 27255 Ramsey County | | 70.00 | 1 Transactions | | |
| 503 RBJ's Of Crookston Inc | | | | | |
| 18- 485- 000- 0000- 6403 | | 51.40 | YouthAdv. Mtg Supplies- 121 | 2001280018 | Misc. Supplies N |
| 503 RBJ's Of Crookston Inc | | 51.40 | 1 Transactions | | |
| 3880 RDO Truck Centers | | | | | |
| 03- 330- 000- 0000- 6564 | | 706.70 | Parts | A#G112000 | Machinery Parts N |
| 3880 RDO Truck Centers | | 706.70 | 1 Transactions | | |
| 7102 Red Lake County Co Op | | | | | |
| 65- 392- 000- 0000- 6253 | | 544.39 | Propane for Heat | 741182 | Gas N |
| 65- 393- 000- 0000- 6253 | | 544.39 | Propane for Heat | 714482 | Natural Gas & Heating Fuel N |
| 7102 Red Lake County Co Op | | 1,088.78 | 2 Transactions | | |
| 3413 Reese/Sarah | | | | | |
| 18- 481- 000- 0000- 6331 | AP P | 1,761.46 | Director Mileage Aug- Dec 2019 | | Mileage N |
| 18- 481- 000- 0000- 6332 | AP P | 35.93 | Meals LPHA Annual Mtg 11/20/19 | | Reimbursed Meals N |
| 18- 481- 000- 0000- 6332 | AP P | 53.70 | SCHSAC Mtg 12/12/19 - 91 | | Reimbursed Meals N |
| 18- 482- 000- 0000- 6812 | | 102.56 | Gala Supplkies Walmart - 101 | | Special Projects N |
| 18- 482- 000- 0000- 6812 | | 112.82 | GALA supplies - Dlr Tree 101 | | Special Projects N |
| 18- 482- 000- 0000- 6812 | | 111.53 | GALA Supplies - Hby Lby 101 | | Special Projects N |
| 18- 482- 000- 0000- 6812 | | 21.42 | GALA Supplies - Prty Cty - 101 | | Special Projects N |

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|---|-------------|----------------------------|------------------------------|---|--------------------------|
| <u>No. Account/Formula</u> | <u>Accr</u> | <u>Amount</u> | <u>Service Dates</u> | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u> |
| 18- 482- 000- 0000- 6812 | | 1,799.70 | Gala Supplies - Irshmn Shnty | Special Projects | N |
| 18- 482- 000- 0000- 6812 | | 350.00 | Gala Supplies - DJ - 101 | Special Projects | N |
| 18- 482- 000- 0000- 6812 | | 100.00 | Gala supplies - DTS 101 | Special Projects | N |
| 3413 Reese/Sarah | | 4,449.12 | 10 Transactions | | |
| 27202 Regional Sanitation Service Inc | | | | | |
| 03- 330- 000- 0000- 6303 | | 174.89 | Services | A#261 Other Repair, Maintenance & Operatior | N |
| 48- 396- 000- 0000- 6371 | AP P | 140.00 | - Oct/Nov Rec Haul CHS/WES | 7001 Hauling Charges | N |
| 48- 396- 000- 0000- 6371 | AP P | 70.00 | - Nov Iron Haul | 7001 Hauling Charges | N |
| 48- 396- 000- 0000- 6371 | AP P | 190.20 | - Dec Rec Haul Euclid/WES | 7001 Hauling Charges | N |
| 48- 396- 000- 0000- 6371 | | 70.00 | - Jan Rec Haul CHS | 7001 Hauling Charges | N |
| 48- 396- 000- 0000- 6371 | | 70.00 | - Jan Iron Haul | 7001 Hauling Charges | N |
| 27202 Regional Sanitation Service Inc | | 715.09 | 6 Transactions | | |
| 27317 Richards Publishing | | | | | |
| 01- 001- 000- 0000- 6241 | | 49.50 | Summary Budget 2020 Fisc Yr | Publishing - Advertising | N |
| 01- 061- 000- 0000- 6241 | | 72.00 | Personnel Ad | 00534183 Publishing - Advertising | N |
| 01- 061- 000- 0000- 6241 | | 138.00 | Personnel Ad | 00534282 Publishing - Advertising | N |
| 01- 061- 000- 0000- 6241 | | 162.00 | Personnel Ad | 00534436 Publishing - Advertising | N |
| 01- 521- 000- 0000- 6241 | | 66.00 | Advertising | C#6332 Publishing - Advertising | N |
| 27317 Richards Publishing | | 487.50 | 5 Transactions | | |
| 5337 Rieger,Borger,Benson Electric Inc | | | | | |
| 01- 111- 197- 0000- 6303 | | 2,441.00 | Materials | 0061556- IN other repair & maintenance non- count | N |
| 01- 111- 197- 0000- 6304 | | 2,934.00 | Labor | 0061556- IN Labor Charges | N |
| 5337 Rieger,Borger,Benson Electric Inc | | 5,375.00 | 2 Transactions | | |
| 1084 Riverview Healthcare Assoc | | | | | |
| 03- 300- 000- 0000- 6272 | | 27.00 | Prof Services | G#30013128 Services | Y |
| 1084 Riverview Healthcare Assoc | | 27.00 | 1 Transactions | | |
| 651 Riverview Healthcare Ctc | | | | | |
| 16- 200- 000- 0000- 6816 | | 120.00 | Heartsaver CPR AED Course | Hansen - 5013 Training | N |
| 651 Riverview Healthcare Ctc | | 120.00 | 1 Transactions | | |
| 4431 Safety Kleen Corp | | | | | |
| 64- 390- 000- 0000- 6565 | | 186.80 | Shop Supplies | PO18374 Other Repair & Maintenance Supplies | N |

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| <u>Vendor Name</u> | <u>Rpt</u> | <u>Warrant Description</u> | <u>Invoice #</u> | <u>Account/Formula Descripti</u> | <u>1099</u> |
|--|-------------|--------------------------------|----------------------|--------------------------------------|-------------|
| <u>No. Account/Formula</u> | <u>Accr</u> | <u>Service Dates</u> | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u> | |
| 64- 390- 000- 0000- 6859 | | Tax | PO18374 | Sales Tax | N |
| 4431 Safety Kleen Corp | | 2 Transactions | | | |
| 13.31 | | | | | |
| 200.11 | | | | | |
| 6432 Schmitz/Ashley | | | | | |
| 18- 493- 000- 0000- 6331 | | SNBC Mileage- 111 | | Mileage | N |
| 6432 Schmitz/Ashley | | 1 Transactions | | | |
| 52.90 | | | | | |
| 52.90 | | | | | |
| 6293 Schulz/Micheal | | | | | |
| 48- 123- 000- 0000- 6331 | | Mileage | Jan- 2020 | Mileage | N |
| 6293 Schulz/Micheal | | 1 Transactions | | | |
| 32.20 | | | | | |
| 32.20 | | | | | |
| 4883 Schumacher/Kayla | | | | | |
| 01- 101- 000- 0000- 6331 | | Bank & Mail January 2020 | | Mileage | N |
| 4883 Schumacher/Kayla | | 1 Transactions | | | |
| 11.39 | | | | | |
| 11.39 | | | | | |
| 6290 Seaberg Solar Salt | | | | | |
| 01- 111- 197- 0000- 6204 | | Delivery Fee | 4096 | Freight Charges | N |
| 01- 111- 197- 0000- 6254 | | Softener Salt Justice Ctr 1/13 | 4096 | Other Utilities | N |
| 6290 Seaberg Solar Salt | | 2 Transactions | | | |
| 20.00 | | | | | |
| 1,498.00 | | | | | |
| 1,518.00 | | | | | |
| 5647 SeaChange Printing & Marketing | | | | | |
| 01- 063- 000- 0000- 6203 | | 2020 Pres.Primary Mail Ballot | 510529 | Postage & Box Rent | N |
| 01- 064- 000- 0000- 6204 | | 2020 Pres Primary Ballots | 32683 | Freight Charges | N |
| 01- 064- 000- 0000- 6402 | | 2020 Pres Primary Ballots | 32683 | Stationery & Forms | N |
| 5647 SeaChange Printing & Marketing | | 3 Transactions | | | |
| 6,844.00 | | | | | |
| 379.01 | | | | | |
| 18,130.76 | | | | | |
| 25,353.77 | | | | | |
| 4606 Seeger/Julie | | | | | |
| 18- 482- 000- 0000- 6331 | | H/P Mileage- 51 | | Mileage | N |
| 18- 493- 000- 0000- 6331 | | Waiver Service Mileage - 33 | | Mileage | N |
| 4606 Seeger/Julie | | 2 Transactions | | | |
| 90.85 | | | | | |
| 55.78 | | | | | |
| 146.63 | | | | | |
| 28732 Service Pro Parts Inc. | | | | | |
| 01- 111- 000- 0000- 6304 | | Labor | 133328 | Labor Charges | N |
| 01- 111- 000- 0000- 6563 | | Parts | 133328 | Tires, Tubes, Batteries & M.V. Parts | N |
| 28732 Service Pro Parts Inc. | | 2 Transactions | | | |
| 92.00 | | | | | |
| 72.13 | | | | | |
| 164.13 | | | | | |
| 4882 SHI International Corp | | | | | |

*** Polk County ***

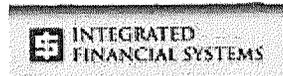


Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| <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> | |
| 01-065-000-0000-6265 | | Microsoft Windows Server Lic | B11204487 | Data Processing (Software) | N |
| 01-065-000-0000-6265 | | Microsoft 03265 Office Suite L | B11276949 | Data Processing (Software) | N |
| 4882 SHI International Corp | | 2 Transactions | | | |
| 5985 Sistad/Julie | | | | | |
| 65-392-000-0000-6331 | | Mileage- Mtg in Crx - IT | 1.15.20 | Mileage | N |
| 5985 Sistad/Julie | | 1 Transactions | | | |
| 6946 Snap On | | | | | |
| 03-330-000-0000-6565 | | Supplies | | Other Repair & Maintenance Supplies | N |
| 6946 Snap On | | 1 Transactions | | | |
| 6046 Sonsteliel/Jill | | | | | |
| 18-482-000-0000-6331 | | H/P Mileage- 51 | | Mileage | N |
| 18-493-000-0000-6331 | | Waiver Mileage- 33 | | Mileage | N |
| 6046 Sonsteliel/Jill | | 2 Transactions | | | |
| 2587 Steiger Manufacturing Co | | | | | |
| 65-392-000-0000-6301 | | Equipment Repairs | 12669 | Machinery & Equipment | N |
| 2587 Steiger Manufacturing Co | | 1 Transactions | | | |
| 1953 Stein's Inc | | | | | |
| 01-111-000-0000-6412 | | PCJC Custodial supplies | 847425- 1 | Custodial Supplies | N |
| 01-111-197-0000-6204 | | Freight | 848880 | Freight Charges | N |
| 01-111-197-0000-6412 | | PCJC Custodial supplies | 848880 | Custodial Supplies | N |
| 01-111-187-0000-6204 | | Freight | 848881 | Freight Charges | N |
| 01-111-187-0000-6412 | | PC Gov Ctr Custodial | 848881 | Custodial Supplies | N |
| 1953 Stein's Inc | | 5 Transactions | | | |
| 2306 Steiner/Jon | | | | | |
| 48-395-000-0000-6331 | AP P | Mileage | Dec | Mileage | N |
| 48-395-000-0000-6851 | AP P | Mileage RRF/LF Meetings | Dec | Remittance Of Revenue | N |
| 48-395-000-0000-6331 | | Mieage | Jan | Mileage | N |
| 48-395-000-0000-6851 | | Mileage RRF/LF Meetings | Jan | Remittance Of Revenue | N |
| 48-396-000-0000-6331 | | Mieage | January | Mileage | N |
| 48-398-000-0000-6331 | AP P | Mieage | Dec | Mileage | N |

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Environmntal Services Fun

*** Polk County ***

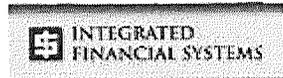


Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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| <u>No. Account/Formula</u> | <u>Accr</u> | <u>Service Dates</u> | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u> | |
| 2306 Steiner/Jon | | 796.88 | | 6 Transactions | |
| 4786 Stericycle Inc | | | | | |
| 01- 111- 000- 0000- 6805 | | 77.44 | PH/Facilities Training Agmt | 4009134172 | Staff Education N |
| 4786 Stericycle Inc | | 77.44 | 1 Transactions | | |
| 4655 Stone's Mobile Radio Inc | | | | | |
| 16- 200- 000- 0000- 6306 | | 299.98 | Batt 5009 & 5030 | 2037701 | Radio System Mntc N |
| 16- 200- 000- 0000- 6306 | | 221.33 | Batt 5019 | 2038034 | Radio System Mntc N |
| 48- 398- 000- 0000- 6301 | | 366.00 | - Radio Batteries (3) | 2038282/8362 | Machinery & Equipment N |
| 4655 Stone's Mobile Radio Inc | | 887.31 | 3 Transactions | | |
| 6934 Stone's Security Systems Inc | | | | | |
| 16- 200- 000- 0000- 6202 | | 25.00 | 50 MB Data Plan Feb 2020 | 407644 | Telephone & Data N |
| 6934 Stone's Security Systems Inc | | 25.00 | 1 Transactions | | |
| 28463 Strandell/Warren | | | | | |
| 01- 001- 000- 0000- 6331 | | 143.75 | Jan 2020 - Milleage | | Mileage N |
| 01- 001- 000- 0000- 6351 | | 336.20 | Jan 2020 Medical Reimbursement | | Insurance N |
| 28463 Strandell/Warren | | 479.95 | 2 Transactions | | |
| 6358 Strezishar/Michelle | | | | | |
| 16- 200- 000- 0000- 6203 | | 26.19 | Reimburse for Postage | | Postage & Box Rent N |
| 6358 Strezishar/Michelle | | 26.19 | 1 Transactions | | |
| 6623 Strutz/Sabrina | | | | | |
| 16- 200- 000- 0000- 6207 | | 18.43 | Meal Reimb Transport | | Prisoner Conveyance - Meals N |
| 16- 200- 000- 0000- 6207 | | 29.19 | Meal Reimb Transport | | Prisoner Conveyance - Meals N |
| 6623 Strutz/Sabrina | | 47.62 | 2 Transactions | | |
| 1923 StuhauG Sanitation | | | | | |
| 03- 330- 000- 0000- 6303 | | 30.42 | Service | 109152 | Other Repair, Maintenance & Operatiore N |
| 16- 200- 000- 0000- 6272 | | 32.76 | Dumpster Rental | 108442,109015 | Services N |
| 1923 StuhauG Sanitation | | 63.18 | 2 Transactions | | |
| 6126 SunSource | | | | | |
| 64- 390- 000- 0000- 6607 | | 13,661.55 | Ash Wheel Hub | 530718900 | Equipment N |

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Resource Recovery Fund

*** Polk County ***

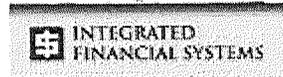


Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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| <u>No. Account/Formula</u> | <u>Accr</u> | <u>Amount</u> | <u>Service Dates</u> | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u> |
| 6126 SunSource | | 13,661.55 | 1 Transactions | | |
| 6785 Swanson/Naomi | | | | | |
| 18-485-000-0000-6272 | | 25.00 | 1/28/20 YAB Stipend | Services | N |
| 6785 Swanson/Naomi | | 25.00 | 1 Transactions | | |
| 9993 Swenby/Aubree | | | | | |
| 18-485-000-0000-6272 | | 25.00 | 1/28/20 YAB Stipend | Services | N |
| 9993 Swenby/Aubree | | 25.00 | 1 Transactions | | |
| 17482 Swenson - Hill/Amber | | | | | |
| 01-043-000-0000-6331 | | 677.93 | January 2020 AssessingMileage | Mileage | N |
| 17482 Swenson - Hill/Amber | | 677.93 | 1 Transactions | | |
| 5224 Sylvester/Kathy | | | | | |
| 18-482-000-0000-6331 | | 85.10 | H/P Mileage- 51 | Mileage | N |
| 18-483-466-0000-6331 | | 456.83 | Fam Hlth Mileage- 11 | Mileage | N |
| 18-483-466-0000-6331 | | 36.80 | TANF Mileage- 22 | Mileage | N |
| 18-483-466-0000-6331 | | 235.18 | Staff Admin Mileage- 91 | Mileage | N |
| 18-483-466-0000-6332 | | 38.60 | Strat Plan Mts Mls - 11 | Reimbursed Meals | N |
| 5224 Sylvester/Kathy | | 852.51 | 5 Transactions | | |
| 3361 SYNCB AMAZON | | | | | |
| 16-200-000-0000-6204 | | 31.71 | Freight | Freight Charges | N |
| 16-200-000-0000-6454 | | 445.40 | Office supplies | Law Enforcement Supplies | N |
| 3361 SYNCB AMAZON | | 477.11 | 2 Transactions | | |
| 4181 T- C Lighting Supplies | | | | | |
| 48-396-000-0000-6836 | | 388.51 | - Fluorescents Recycled C | 7562 Recycling | N |
| 4181 T- C Lighting Supplies | | 388.51 | 1 Transactions | | |
| 2275 Team Laboratory Chemical LLC | | | | | |
| 03-330-000-0000-6303 | | 2,040.00 | Supplies | 19285 Other Repair, Maintenance & Operator | N |
| 2275 Team Laboratory Chemical LLC | | 2,040.00 | 1 Transactions | | |
| 14071 The Exponent | | | | | |
| 01-001-000-0000-6241 | | 612.72 | 2018 Financial Statement | 2.10293 Publishing - Advertising | N |

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General Revenue Fund

*** Polk County ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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| <u>No. Account/Formula</u> | <u>Accr</u> | <u>Amount</u> | <u>Service Dates</u> | <u>Paid On Bhf # On Behalf of Name</u> | |
| 01-001-000-0000-6241 | | 307.84 | Proceedings 12.17.2019 | 2.10295 Publishing - Advertising | N |
| 01-061-000-0000-6241 | | 100.64 | Personnel Ad | 2.10255 Publishing - Advertising | N |
| 01-061-000-0000-6241 | | 161.12 | Personnel Ads | 2.10262 Publishing - Advertising | N |
| 01-061-000-0000-6241 | | 210.00 | Personnel Ad | 2.10266 Publishing - Advertising | N |
| 01-061-000-0000-6241 | | 140.00 | Personnel Ad | 2.10267 Publishing - Advertising | N |
| 01-061-000-0000-6241 | | 140.00 | Personnel Ads | 2.10280 Publishing - Advertising | N |
| 03-310-000-0000-6241 | | 1,193.30 | Advertising | 2.10114 Publishing - Advertising | N |
| 16-200-000-0000-6242 | | 35.00 | Subscription 2020 Sheriff Dept | Jan 2020 Subscriptions | N |
| 48-123-000-0000-6232 | | 60.42 | Dupont Notice | 2.10256 Publishing | N |
| 48-123-000-0000-6232 | | 60.42 | Pierce Notice | 210257 Publishing | N |
| 48-395-000-0000-6242 | | 35.00 | Yearly Subscription | Env Svs Subscriptions | N |
| 14071 The Exponent | | 3,056.46 | 12 Transactions | | |
| 29026 The Thirteen Towns | | | | | |
| 01-061-000-0000-6241 | | 665.20 | Personnel Ads | 13675 Publishing - Advertising | N |
| 01-521-000-0000-6241 | | 51.20 | Publishing | 13700 Publishing - Advertising | N |
| 29026 The Thirteen Towns | | 716.40 | 2 Transactions | | |
| 6540 Thompson/Dawn | | | | | |
| 18-484-000-0000-6331 | | 42.55 | WIC Mileage - 25 | Mileage | N |
| 6540 Thompson/Dawn | | 42.55 | 1 Transactions | | |
| 10522 Todd's Tire Service Inc | | | | | |
| 65-392-000-0000-6563 | | 157.03 | Tire Repairs | 15749 Tires, Tubes, Batteries & M.V. Parts | N |
| 65-392-000-0000-6859 | | 0.93 | Tax | 15749 Sales Tax | N |
| 10522 Todd's Tire Service Inc | | 157.96 | 2 Transactions | | |
| 9096 Todd's Trailer Sales & Rental | | | | | |
| 01-111-188-1212-6344 | | 3,200.00 | Trailer Rent/EGF Project 1/31 | 4520 Rentals | N |
| 9096 Todd's Trailer Sales & Rental | | 3,200.00 | 1 Transactions | | |
| 12216 True Value Hardware | | | | | |
| 03-330-000-0000-6303 | | 39.99 | Supplies | A# 5030 Other Repair, Maintenance & Operator | N |
| 48-395-000-0000-6302 | | 17.99 | - Plastic Sheeting | Cust 5020 Grounds | N |
| 48-396-000-0000-6301 | | 4.99 | - Paint - Organics Bins | Cust 5020 Machinery & Equipment | N |
| 12216 True Value Hardware | | 62.97 | 3 Transactions | | |

DARCY
2/12/20 12:08PM
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> |
| 6497 Twin City Garage Door | | | | | |
| 01-111-197-0000-6303 | | 238.89 | Materials | 33795 | other repair & maintenance non- count N |
| 01-111-197-0000-6304 | | 440.00 | Labor | 33795 | Labor Charges N |
| 6497 Twin City Garage Door | | 678.89 | 2 Transactions | | |
| 2194 U S Water Services | | | | | |
| 64-390-000-0000-6416 | | 8,643.72 | Boiler Chemicals | 10842000 | Boiler Chemicals/Salt N |
| 2194 U S Water Services | | 8,643.72 | 1 Transactions | | |
| 6702 Ulman/Melissa | | | | | |
| 18-493-000-0000-6331 | | 135.70 | Waiver Service Mileage - 33 | | Mileage N |
| 6702 Ulman/Melissa | | 135.70 | 1 Transactions | | |
| 8 United States Plastic Corp | | | | | |
| 64-390-000-0000-6418 | | 207.20 | Ash Testing Supplies | 5970213 | Testing Equipment N |
| 64-390-000-0000-6859 | | 14.76 | Tax | 5970213 | Sales Tax N |
| 8 United States Plastic Corp | | 221.96 | 2 Transactions | | |
| 60 UPS | | | | | |
| 64-390-000-0000-6301 | | 117.74 | Shipping Parts | 40TT30 | Machinery & Equip. Repairs N |
| 60 UPS | | 117.74 | 1 Transactions | | |
| 4244 US Bank Voyager Fleet Sys | | | | | |
| 16-200-000-0000-6205 | | 865.09 | Transport/Security - Fuel | | Prisoner Conveyance - Mileage & Airfa N |
| 16-200-000-0000-6561 | | 3,131.54 | SO - Fuel | 86908-8468 | Fuels N |
| 16-211-000-0000-6561 | | 580.95 | Fosston Fuel | | Fuels N |
| 4244 US Bank Voyager Fleet Sys | | 4,577.58 | 3 Transactions | | |
| 5020 Valley Electric Of Crookston LLC | | | | | |
| 03-330-000-0000-6303 | | 6,162.10 | Heaters for Shop | 5126 | Other Repair, Maintenance & Operator N |
| 65-393-000-0000-6272 | | 187.77 | Electric Repairs | 5128 | Services N |
| 5020 Valley Electric Of Crookston LLC | | 6,349.87 | 2 Transactions | | |
| 5889 Van Den Einde/Amy | | | | | |
| 18-483-464-0000-6331 | | 89.70 | F/P Mileage - 17 | | Mileage N |
| 18-483-464-0000-6331 | | 18.40 | Staff Admin Mileage- 91 | | Mileage N |
| 18-483-467-0000-6331 | | 71.30 | School Hlth Mileage - 12 | | Mileage N |

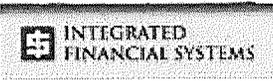
*** Polk County ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| <u>Vendor Name</u> | <u>Rpt</u> | <u>Warrant Description</u> | <u>Invoice #</u> | <u>Account/Formula Descripti</u> | <u>1099</u> |
|----------------------------|-------------|----------------------------|-----------------------------|---|-------------|
| <u>No. Account/Formula</u> | <u>Accr</u> | <u>Amount</u> | <u>Service Dates</u> | <u>Paid On Bhf # On Behalf of Name</u> | |
| 5889 Van Den Einde/Amy | | 179.40 | 3 Transactions | | |
| 4939 Volker/David | | | | | |
| 03-310-000-0000-6417 | | 96.93 | Clothing/Tool Allowance | Safety Equipment & Supplies | N |
| 4939 Volker/David | | 96.93 | 1 Transactions | | |
| 5954 Vonasek/Len | | | | | |
| 48-123-000-0000-6331 | | 26.45 | Mileage | Jan-2020 Mileage | N |
| 5954 Vonasek/Len | | 26.45 | 1 Transactions | | |
| 4991 Wagner Mobile Welding | | | | | |
| 03-330-000-0000-6303 | | 288.86 | Service | 524928 Other Repair, Maintenance & Operatio | N |
| 4991 Wagner Mobile Welding | | 288.86 | 1 Transactions | | |
| 6112 Wagner/Ryan | | | | | |
| 03-320-000-0000-6331 | | 289.80 | Mileage | Mileage | N |
| 03-320-000-0000-6332 | | 32.17 | Per Diem | Reimbursed Meals | N |
| 6112 Wagner/Ryan | | 321.97 | 2 Transactions | | |
| 1897 Wallwork Truck Center | | | | | |
| 03-330-000-0000-6562 | | 680.00 | Lubricants | A#66224 Lubricants | N |
| 03-330-000-0000-6564 | | 15.99 | Parts | A#66224 Machinery Parts | N |
| 1897 Wallwork Truck Center | | 695.99 | 2 Transactions | | |
| 9994 Weber/Ella | | | | | |
| 18-485-000-0000-6272 | | 25.00 | 1/28/20 YAB Stipend | Services | N |
| 9994 Weber/Ella | | 25.00 | 1 Transactions | | |
| 3722 Wenck Associates Inc | | | | | |
| 65-392-000-0000-6272 | AP P | 11,234.75 | Services/Monitoring/Wetland | 11909226 Services | N |
| 65-393-000-0000-6272 | AP P | 11,234.75 | Services/monitoring/wetland | 11909226 Services | N |
| 3722 Wenck Associates Inc | | 22,469.50 | 2 Transactions | | |
| 5073 Whiting/Chuck | | | | | |
| 01-031-000-0000-6331 | | 465.75 | Mileage January 2020 | Mileage | N |
| 5073 Whiting/Chuck | | 465.75 | 1 Transactions | | |

*** 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> | |
| 5768 Widseth/Nan | | | | | |
| 18- 482- 000- 0000- 6331 | | 62.73 | H/P Mileage- 51 | Mileage | N |
| 18- 482- 000- 0000- 6331 | | 65.72 | D P & C Mileage - 52 | Mileage | N |
| 18- 482- 000- 0000- 6331 | | 42.55 | Staff Admin Mileage- 91 | Mileage | N |
| 18- 483- 467- 0000- 6331 | | 18.40 | School Hlth Mileage- 12 | Mileage | N |
| 5768 Widseth/Nan | | 189.40 | 4 Transactions | | |
| 6371 Willhite/Gary | | | | | |
| 01- 001- 000- 0000- 6244 | | 10.00 | Registration Fee | Registration Fees | N |
| 01- 001- 000- 0000- 6331 | | 98.90 | Jan 2020 Mileage | Mileage | N |
| 01- 001- 000- 0000- 6331 | | 266.80 | AMC Mileage | Mileage | N |
| 01- 001- 000- 0000- 6332 | | 40.47 | AMC Conference Meals | Reimbursed Meals | N |
| 6371 Willhite/Gary | | 416.17 | 4 Transactions | | |
| 734 Win- E- Mac Travel Center Inc | | | | | |
| 16- 200- 000- 0000- 6272 | | 5.00 | Car Washes | PC Sheriff Services | N |
| 734 Win- E- Mac Travel Center Inc | | 5.00 | 1 Transactions | | |
| 6159 Winter Truck Line Inc | | | | | |
| 64- 391- 000- 0000- 6371 | | 2,698.87 | Hauling Scrap Metal | POLSOL Hauling Charges | N |
| 6159 Winter Truck Line Inc | | 2,698.87 | 1 Transactions | | |
| 128 Winzer Corporation | | | | | |
| 64- 390- 000- 0000- 6414 | | 562.23 | Equipment Supplies | 208069 Maintenance Supplies | N |
| 128 Winzer Corporation | | 562.23 | 1 Transactions | | |
| 6507 Wonderful Life Foods | | | | | |
| 18- 482- 475- 0000- 6403 | AP P | 96.55 | Meeting Supplies74(AllStrateg) | Misc. Supplies | N |
| 6507 Wonderful Life Foods | | 96.55 | 1 Transactions | | |
| 3477 Wright/Donovan | | | | | |
| 48- 123- 000- 0000- 6331 | | 33.93 | Mileage | Jan- 2020 Mileage | N |
| 3477 Wright/Donovan | | 33.93 | 1 Transactions | | |
| 4246 Ye Ole Print Shoppe | | | | | |
| 01- 044- 000- 0000- 6204 | | 8.75 | LC Stamp Shipping | 15904 Freight Charges | N |
| 01- 044- 000- 0000- 6403 | | 74.12 | LC Stamp | 15904 Misc. Supplies | N |

*** Polk County ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| <u>Vendor Name</u> | <u>Rpt</u> | <u>Warrant Description</u> | <u>Invoice #</u> | <u>Account/Formula Descripti</u> | <u>1099</u> |
|----------------------------------|-------------|----------------------------|---------------------------|--|------------------------------|
| <u>No. Account/Formula</u> | <u>Accr</u> | <u>Amount</u> | <u>Service Dates</u> | <u>Paid On Bhf # On Behalf of Name</u> | |
| 01- 061- 000- 0000- 6402 | | 38.82 | Stamp & Ink | 15867 | Office Supplies N |
| 16- 200- 000- 0000- 6454 | | 60.00 | Certificates | 41641 | Law Enforcement Supplies N |
| 4246 Ye Ole Print Shoppe | | 181.69 | 4 Transactions | | |
| 33004 Ye Ole Print Shoppe | | | | | |
| 48- 123- 000- 0000- 6403 | | 146.00 | - Letterhead | 41652 | Misc. Supplies N |
| 48- 395- 000- 0000- 6403 | | 146.00 | - Letterhead | 41652 | Misc. Supplies N |
| 33004 Ye Ole Print Shoppe | | 292.00 | 2 Transactions | | |
| 7890 Zee Medical Services | | | | | |
| 64- 390- 000- 0000- 6457 | | 261.40 | First Aid Supplies | 110- 899253 | Safety- First Aid Supplies N |
| 64- 390- 000- 0000- 6859 | | 3.18 | Tax | 110- 899253 | Sales Tax N |
| 64- 391- 000- 0000- 6859 | | 3.18 | Tax | 110- 899253 | Sales Tax N |
| 64- 391- 000- 0000- 6457 | | 261.40 | First Aid Supplies | 110899253 | Safety- First Aid Supplies N |
| 65- 392- 000- 0000- 6457 | | 261.40 | First Aid Supplies | 110- 899253 | Safety- First Aid Supplies N |
| 65- 392- 000- 0000- 6859 | | 3.19 | Tax | 110- 899253 | Sales Tax N |
| 7890 Zee Medical Services | | 793.75 | 6 Transactions | | |
| 2311 Ziegler Inc | | | | | |
| 03- 330- 000- 0000- 6564 | | 1,628.26 | Parts | A#7161700 | Machinery Parts N |
| 48- 398- 000- 0000- 6301 | | 189.02 | - T604 Filters/Sample Pks | Acct 7161500 | Machinery & Equipment N |
| 64- 390- 000- 7392- 6301 | | 3,784.65 | Repairs2013 Cat Loader | 7162300 | Machinery & Equip. Repairs N |
| 64- 390- 000- 7393- 6301 | | 1,576.00 | 2018 938M loader Repairs | 7162300 | Machinery & Equip. Repairs N |
| 2311 Ziegler Inc | | 7,177.93 | 4 Transactions | | |
| Final Total | | 923,493.28 | 293 Vendors | 680 Transactions | |

BOARD OF COMMISSIONERS

February 21 , 2020

PER DIEMS

| | | | |
|------------------------------|--|-------------|--------------------|
| Don Diedrich | GENERAL REVENUE - COMMISSIONER (1-001) | \$ 150.00 | |
| | <i>Total</i> | | \$ 150.00 |
| Gerald Jacobson | GENERAL REVENUE - COMMISSIONER (1-001) | \$ 225.00 | |
| | <i>Total</i> | | \$ 225.00 |
| Joan Lee | GENERAL REVENUE - COMMISSIONER (1-001) | \$ 600.00 | |
| | <i>Total</i> | | \$ 600.00 |
| Warren Strandell | GENERAL REVENUE - COMMISSIONER (1-001) | \$ 300.00 | |
| | <i>Total</i> | | \$ 300.00 |
| Gary Willhite | GENERAL REVENUE - COMMISSIONER (1-001) | \$ 1,050.00 | |
| | <i>Total</i> | | \$ 1,050.00 |
| GRAND TOTAL PER DIEMS | | | \$ 2,325.00 |

MEAL REIMBURSMENTS

(w/o overnight lodging)

| | | |
|--------------------------|------------------------|-----------------|
| Jon Steiner | Environmental Services | \$ 54.78 |
| Keving Berg | Sheriff Department | \$ 12.60 |
| Kathy Sylvester | Public Health | \$ 9.47 |
| GRAND TOTAL MEALS | | \$ 76.85 |