

## AGENDA

### REDWOOD COUNTY BOARD OF COMMISSIONERS

*Redwood County is committed to stewardship, respect & shared responsibility in providing improved cost-efficient services to all!*

TUESDAY, JULY 5, 2022

COMMISSIONER'S ROOM, GOVERNMENT CENTER

REDWOOD FALLS, MINNESOTA

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**Please Note:** This agenda is subject to change due to Department Heads, government agencies and the public bringing items forward, between the posting of the agenda and the actual meeting time. **All times listed below are approximate.**

#### 8:30 a.m.

- Call to Order; Pledge of Allegiance
- Open Forum\*\*
- Review and approve July 5<sup>th</sup> meeting agenda
- Identification of Conflict of Interest
- Review and approve Consent Agenda:
  - June 21<sup>st</sup> Minutes
  - June 21<sup>st</sup> Board of Equalization Minutes
  - Abstract of Bills

#### 8:30 a.m.

- **ROAD & BRIDGE**  
Anthony Sellner
  - 1) Authorization to Pay Bills
  - 2) Final Payment for SAP 064-701-019 and SAP 065-601-013
  - 3) State of Minnesota Master Partnership Contract, MnDOT Contract #1050092 (pending County Attorney approval)
  - 4) Resolution for MnDOT Master Partnership Contract #1050092
  - 5) Resolution to Approve Redwood County Bridge Priority List (paperwork pending)
  - 6) Professional Services Agreement with Bolton and Menk to Complete Federal Hwy. Administration Bridge Investment Program Grant Application (pending County Attorney approval)
  - 7) Resolution in Support of the Bridge Investment Program Planning Grant Application
  - 8) Authorization to Advertise for the Waterbury Township Bridge L6863 Replacement, SAP 064-599-121

#### 9:00 a.m.

- **ASSESSOR**  
John Thompson
  - 1) Assessment Agreements
    - Morgan Township
    - Vesta Township

#### 9:10 a.m.

- **ENVIRONMENTAL**  
Scott Wold
  - 1) Resolution Accepting a Donation from the Walnut Grove Area Loggers
  - 2) Set Prices for Plum Creek Park Clothing/Gear
  - 3) Plum Creek Park Grant Discussion

*Agenda*  
*Board of Commissioners*  
*July 5, 2022*

**9:20 a.m.**

➤ **SHERIFF**

Randy Hanson

- 1) Authorization for Credit Card for Chief Deputy, Jason Jacobson

**9:30 a.m.**

➤ **BREAK**

**9:45 a.m.**

➤ **ECONOMIC DEVELOPMENT**

Briana Mumme

- 1) State Border-to-Border Grant Discontinuation of Cities Funding Request

**9:55 a.m.**

➤ **ADMINISTRATION**

- 1) Data Practices Policy

- 2) Justice Center Change Order

*Personnel*

- 1) Authorization to Hire

**Other Items – No Scheduled Time:**

Commissioner Items:

- 1) Plum Creek Library System Funding Request (Commissioner Wakefield)

Commissioners' Reports

**ADJOURN**

**\*\*OPEN FORUM\*\***

OPEN FORUM PROCEDURES

1. The open forum will be held at the beginning of the meeting.
2. Those wishing to speak should sign up and indicate the topic at the beginning of the meeting.
3. A maximum time of 20 minutes will be allowed for the open forum.
4. A basic guide of three people per topic with a maximum of five minutes per person.
5. Those speaking will state their name and address prior to speaking.
6. Statements should be limited to the issues only.
7. Apply the "Golden Rule" during presentations.
8. The Board retains the right to respond or not, but may discuss the item.
9. Personal/Personnel issues will not be heard or discussed.

REDWOOD COUNTY, MINNESOTA

JUNE 21, 2022

The Board of County Commissioners met in regular session at 4:00 p.m. in the Commissioner’s Room in the Government Center, Redwood Falls, Minnesota.

Present for all or portions of the meeting were Commissioners Bob Van Hee, Jim Salfer, Dave Forkrud, Dennis Groebner, and County Administrator Vicki Kletscher. Also present were Auditor/Treasurer Jean Price; Highway Engineer Anthony Sellner; Human Resource Coordinator Peter Brown; Economic Development Coordinator Briana Mumme; Broadband Coordinator Patrick Garry; Highway Signs Specialist Matt Guetter; Technology Coordinator Paul Parsons; Environmental Director Scott Wold; Commissioner Wakefield was present via Zoom; Arvig Representatives Nate Jacobsen and Mark Birkholz; Lon Walling;; Greg Hansen; Matt Johnson; Heather Koffler; Rick Morris; Stacey Heiling; Stephen Lien; Atonio Lien; Connie Lechner and Brandy Koffler.

Chair Salfer called the meeting to order at 4:00 p.m. asking for the Pledge of Allegiance to the Flag.

On motion by Van Hee, second by Groebner, the Board voted unanimously to approve the June 21<sup>st</sup> agenda.

Chair Salfer asked the Board members to identify any areas for which they had a Conflict of Interest. There were none.

**CONSENT AGENDA**

- On motion by Groebner, second by Van Hee, the Board voted unanimously to approve the following:
  - June 7<sup>th</sup> minutes.
  - Payment of bills as follows:

Revenue Fund	\$	149,307.37
Ditch Maintenance Fund	\$	12,220.32
Building Fund	\$	5,191.97
Soil and Water Fund	\$	4,200.00
Insurance Fund	\$	300.00
Solid Waste Fund	\$	254.85
Debt Service Fund	\$	4,900.00

- Bills exceeding \$2,000.00: KNOW.Ink \$5,585.00; Marco Technologies \$38,274.30; Smith & Johnson \$3,875.00; Zero Abuse Project \$3,793.93; KLGR \$2,940.00; One Office Solution \$2,153.96; MEND Correctional Care \$4,123.69; Redwood County Highway Department \$5,475.77; Tersteeg’s Holiday Market \$10,980.46; Reliance Telephone \$2,000.00; G & R Electric \$34,819.14; TKDA \$4,654.95; Regents of U of MN \$11,300.00; WOLD Architects \$5,191.97; Kerkhoff Brothers \$2,565.00; Stantec Consulting \$5,816.00; US Bank \$4,900.00

**EMPLOYEE RECOGNITION**

- The Board recognized Matthew Guetter, Highway Department, for 20 years of service to Redwood County.

**ROAD AND BRIDGE**

- On motion by Van Hee, second by Forkrud, the Board voted unanimously to approve the 2021 Road and Bridge Annual Report.

**TECHNOLOGY**

- On motion by Groebner, second by Van Hee, the Board voted unanimously to approve the 2022 Network Support Contract with Morris Electronics in the amount of \$14,400.00.

***Personnel***

- On motion by Groebner, second by Forkrud, the Board voted unanimously to acknowledge the resignation of full-time Custody Officer, Brandon Flock, effective June 7, 2022.
- On motion by Groebner, second by Van Hee, the Board voted unanimously to hire Priscilla Wheeler-Vetsouvanh as a part-time Dispatcher effective June 27, 2022, on the 2022 Custody Officer LELS non-licensed officer salary schedule at Step 5, \$21.75/hour due to experience.
- On motion by Forkrud, second by Wakefield, the Board voted unanimously to appoint Jason Jacobson to Chief Deputy effective July 1, 2022, on the non-union salary schedule at Grade 18/Step 7 at \$44.38/hour.
- On motion by Van Hee, second by Groebner, the Board voted unanimously to accept the Leave of Absence for Jason Jacobson effective July 1, 2022, in order for him to accept the appointment to Chief Deputy.

**ENVIRONMENTAL**

- On motion by Forkrud, second by Groebner, the Board voted unanimously to approve per diems and mileage to Park Committee members Merna Malmberg \$100.00; Greg Hansen \$100.00 and Lon Walling \$137.44 for meetings held on 8-21-21 and 3-2-22 totaling \$337.44.

**ECONOMIC DEVELOPMENT**

- On motion by Forkrud, second by Van Hee, the Board voted unanimously to approve the University of Minnesota Extension Program Agreement for the LINC Redwood County bridging cohort program for the 2022-2023 program year.
- On motion by Groebner, second by Forkrud, in a roll-call vote with Groebner, Forkrud, Salfer, Wakefield and Van Hee all voting aye, the adopted the following resolution:

**RESOLUTION CALLING FOR A PUBLIC HEARING ON PROPOSED PROPERTY TAX ABATEMENT FOR A CHILDCARE CENTER PROJECT**

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

Recitals.

Minnesota Statutes, Sections 469.1812 through 469.1815, both inclusive, authorize the County Board, upon satisfaction of certain conditions, to grant an abatement of all or a part of the taxes levied by the County on real property within its boundaries.

It is a legal requirement that the County Board hold a public hearing prior to adoption of a resolution granting any property tax abatements.

Hearing. A public hearing on the consideration of the property tax abatement will be held at the time and place set forth in the Notice of Hearing attached hereto as Exhibit A and hereby made a part hereof.

Notice. The County Administrator is hereby authorized and directed to cause notice of said hearing in substantially the form attached hereto as Exhibit A to be given one publication in a newspaper of general circulation in the County at least 10 days but not more than 30 days before the hearing. The newspaper must be one of general interest and readership in the County, and the notice must be published at least once.

## EXHIBIT A

**NOTICE OF PUBLIC HEARING ON TAX ABATEMENT AND BUSINESS  
SUBSIDY FOR A CHILDCARE FACILITY PROJECT**

NOTICE IS HEREBY GIVEN that the County Board of Redwood County, Minnesota (the "County") will meet at or after 10:30 a.m. on Tuesday, July 19, 2022, at the Redwood County Government Center, 403 South Mill Street, Redwood Falls, Minnesota to conduct a public hearing to consider granting a property tax abatement (the "Abatement") under Minnesota Statutes, Sections 469.1812 through 469.1815, as amended, to finance a portion of the costs of the construction of a childcare center, which improvements will benefit certain property in the County (the "Property"). The Property is described as follows:

Parcel Identification Numbers: 88-766-0020

The total amount of the proposed Abatement shall not exceed \$3,779 per year, collected over a maximum term of 15-years commencing in 2024.

A draft copy of the Abatement resolution and business subsidy agreement containing the terms of the Abatement is available for public inspection on and after the date of this notice by contacting or submitting a written request to the County Administrator.

A person with residence in, or the owner of taxable property in Redwood County may file a written complaint with the County, if the County fails to comply with Sections 116J.993 to 116J.995 of Minnesota Statutes, and no action may be filed against the County for the failure to comply unless a written complaint is filed.

All interested persons in attendance will be given an opportunity to speak on this matter. Written testimony may also be submitted prior to the meeting to the Redwood County Administrator.

- On motion by Salfer, second by Groebner, the Board voted unanimously to approve the Agreement for Professional Services with Achieve TFC.

**BROADBAND**

- On motion by Van Hee, second by Groebner, in a roll-call vote with Van Hee, Groebner, Forkrud, Salfer and Wakefield all voting aye, the Board adopted the following resolution:

**APPLICANT AFFIDAVIT OR LOCAL GOVERNMENT RESOLUTION**

**RESOLUTION OF APPLICANT**

BE IT RESOLVED that **Redwood County Telephone Co. dba Arvig** act as the legal sponsor for project(s) (Applicant)

contained in the Broadband Development Grant Program to be submitted on or before **August 4, 2022** (Date)

And that **Mark Birkholz, Director of Southern Markets & Customer Operations** is hereby authorized to (Title of Authorized Official)

apply to the Department of Employment and Economic Development for funding of this project on behalf of

**Redwood County Telephone Co. dba Arvig**  
(Applicant)

BE IT FURTHER RESOLVED that **Redwood County Telephone Co. dba Arvig** has the legal authorization (Applicant)

apply for financial assistance, and the institutional, managerial, and financial capability to ensure adequate project administration.

BE IT FURTHER RESOLVED that the sources and amounts of the local match identified in the application are committed to the project identified.

BE IT FURTHER RESOLVED that **Redwood County Telephone Co. dba Arvig** has not violated any (Applicant)

Federal, State or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

BE IT FURTHER RESOLVED that upon approval of its application by the State, **Redwood County Telephone Co. dba Arvig** certifies that it will comply with all applicable laws and regulation as stated in all contract agreements.

**APPLICANT AFFIDAVIT OR LOCAL GOVERNMENT RESOLUTION  
(CONT'D)**

BE IT FURTHER RESOLVED THAT Redwood County Telephone Co. dba Arvig is committing total funds  
(Applicant)  
not to exceed \$1,202,433, or 27% of the total estimated project costs.

BE IT FURTHER RESOLVED that, if applicable, applicant’s funding partner(s), Redwood County  
(Company, City Council, County Board, etc.)  
is committing funds not to exceed \$1,914,987, or 43% of the total estimated project costs.

**(Note:** If the application is being filed by a city, pursuant to Minn. Stat. §412.201, cities must authorize both the Mayor and Clerk to execute all contracts with council authority, however other public entities may have different requirements.)

I CERTIFY THAT the above resolution was adopted by Redwood County  
(Company, City Council, County Board, etc.)

For Redwood County Telephone Co. dba Arvig on June 21, 2022  
(Applicant) (Date)

NOW, THEREFORE BE IT FINALLY RESOLVED that the undersigned is hereby authorized to execute such agreements as are necessary to implement the project on behalf of the applicant.

**AUDITOR/TREASURER**

- On motion by Groebner, second by Forkrud, the Board voted to approve the following:
  - Cash Balance Report
  - Investment Summary
  - Budget Reports, General Fund, Ditch Maintenance; Building Fund, Road and Bridge Fund, Human Services Fund, Ditch Bond Interest, Debt Service Fund, Health Fund, Soil and Water Fund, Insurance Fund and Solid Waste Fund.
  - May 2022 Disbursements in the amount of \$4,580,578.88.
  - Bills exceeding \$2,000.00: Preferred One \$15,586.79, \$16,785.06, \$9,621.26, \$34,268.91, \$8,607.49, \$6,798.33, \$6,775.41, \$11,821.51, \$13,401.51.; Redwood Falls Public Utilities \$2,712.04, \$4,238.70, \$9,621.61; Further \$8,961.34, \$8,961.34; BCBS of MN \$2,286.00; MN Commission of Finance \$724,782.98, \$4,860.50; MN Department of Revenue \$60,617.89; Redwood County License Center \$2,681.95; Froggy’s Signs \$8,948.00; RRRSWA \$36,220.00; Corelogic Tax Service \$8,318.66; Dauer Living Trust \$4,823.50; Delta Dental \$4,765.65; Redwood County Ditch Fund \$7,380.00; Weelborg Ford \$34,429.10; School District #2190 \$7,169.03; School District # 2754 \$184,682.22; School District #2884 \$231,00.00; School District #2897 \$616,580.89; School District #2898 \$117,649.55; School District #2904 \$28,405.86; School District #635 \$85,000.00; School District #640 \$291,557.73; School District #85 \$96,000.00; Weelborg Ford \$17,670.00; Ziegler \$13,708.50, \$305,932.00;

Everstrong Construction \$100,236.02; Midwest Contracting \$480,090.52; R & G Construction \$445,572.52; Central Specialties \$450,926.81.

**ADMINISTRATOR**

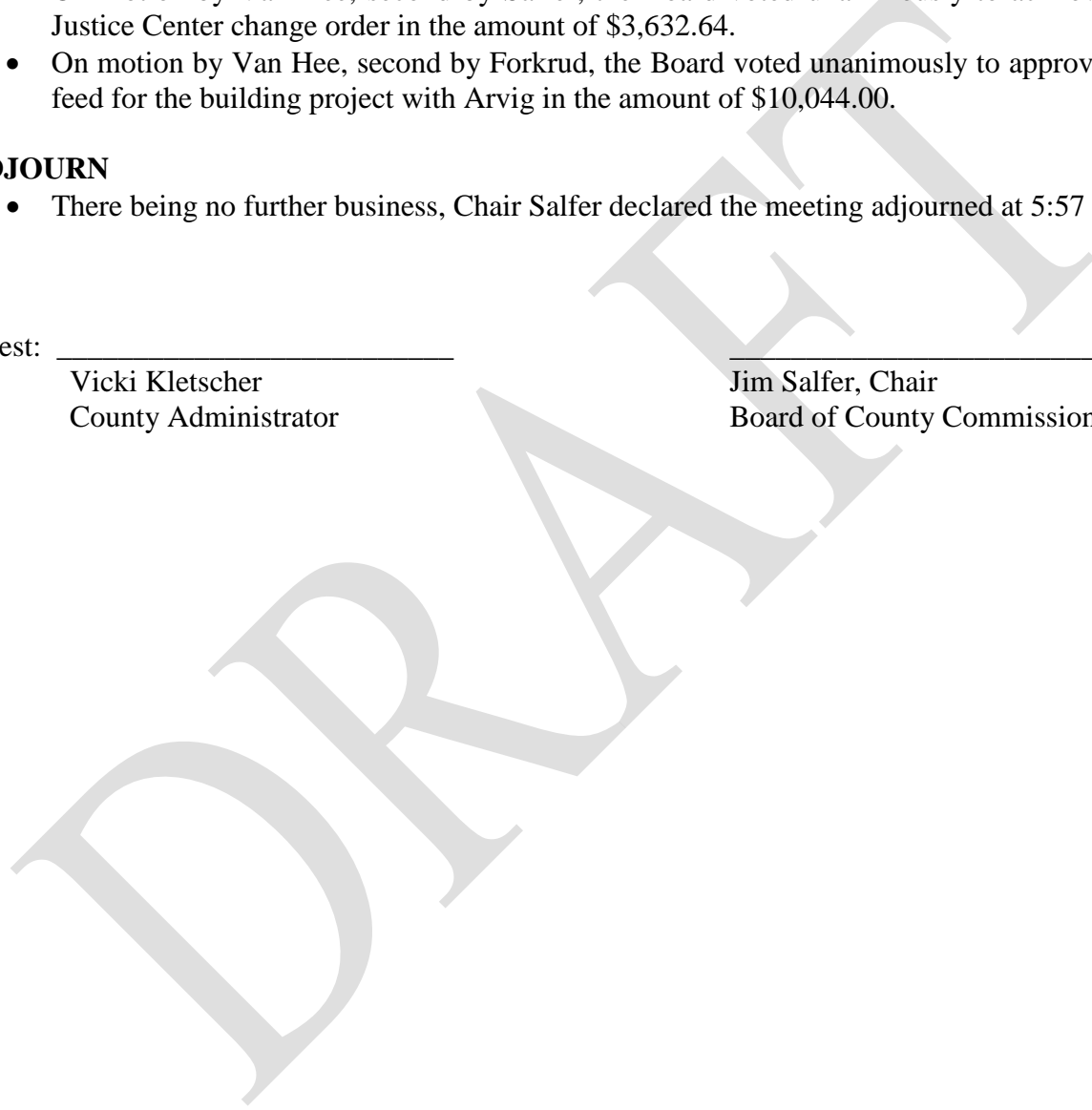
- The Board reviewed the May 2022 Jail Population.
- On motion by Forkrud, second by Groebner, the Board voted unanimously to approve the amendments to the Redwood County Reimbursement Policy.
- On motion by Van Hee, second by Salfer, the Board voted unanimously to acknowledge the Justice Center change order in the amount of \$3,632.64.
- On motion by Van Hee, second by Forkrud, the Board voted unanimously to approve the fiber feed for the building project with Arvig in the amount of \$10,044.00.

**ADJOURN**

- There being no further business, Chair Salfer declared the meeting adjourned at 5:57 p.m.

Attest: \_\_\_\_\_  
 Vicki Kletscher  
 County Administrator

\_\_\_\_\_  
 Jim Salfer, Chair  
 Board of County Commissioners





REDWOOD COUNTY BOARD OF EQUALIZATION

JUNE 21, 2022

The Redwood County Board of Appeals and Equalization met in session at 6:00 p.m. in the Commissioner's Room in the Government Center, Redwood Falls, MN.

Present for all or portions of the meeting were Board of Equalization members Rick Wakefield via Zoom, Jim Salfer, Dennis Groebner, Bob Van Hee and Dave Forkrud.; Auditor-Treasurer Jean Price; Administrator Vicki Kletscher; Property Appraiser Kimberly Wee Sit; Steve Hammerschmidt; Scott Hammerschmidt and County Assessor John Thompson.

County Administrator, Vicki Kletscher, administered the Oath of Office to the members of the Board of Equalization.

Thompson presented an overview of the 2022 Assessment.

- Scott Hammerschmidt was present to contest the valuation of parcel #88-610-0980.
- On motion by Forkrud, second by Van Hee, in a 4-1 vote, with Groebner voting nay, the Board of Equalization voted to lower the value of parcel #88-610-0980 to \$119,000.00.
- Steve Hammerschmidt was present to discuss the valuation of Parcel #88-131-4330. No action was taken.

**HEARING CLOSE**

- Chair Salfer declared the Board of Appeals and Equalization Hearing closed at 7:00 p.m.

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Jim Salfer, Chair  
Board of County Commissioners

ATTEST: \_\_\_\_\_  
Vicki Kletscher  
County Administrator

**OFFICIAL NOTICES/ UPCOMING MEETINGS**

July 5<sup>th</sup> – 8:30 a.m. - Redwood County Board Meeting – Redwood County Government Center,  
Board Room

July 19<sup>th</sup> – 8:30 a.m. - Redwood County Board Meeting – Redwood County Government Center,  
Board Room

August 2<sup>nd</sup> – 8:30 a.m. - Redwood County Board Meeting – Redwood County Government Center,  
Board Room

August 9<sup>th</sup> – 10:00 a.m. - Judicial Ditch #14 with Lyon County – Redwood County Government Center-  
Board Room

August 11<sup>th</sup> – 11:00 a.m. - 1:30 p.m. – Employee Picnic

August 16<sup>th</sup> – 8:30 a.m. - Redwood County Board Meeting – Redwood County Government Center,  
Board Room

September 6<sup>th</sup> – 8:30 a.m. – Redwood County Board Meeting – Redwood County Government Center,  
Board Room

September 20<sup>th</sup> – 8:30 a.m. – Redwood County Board Meeting – Redwood County Government Center,  
Board Room

October 4<sup>th</sup> – 8:30 a.m. – Redwood County Board Meeting – Redwood County Government Center,  
Board Room

October 18<sup>th</sup> – 8:30 a.m. – Redwood County Board Meeting – Redwood County Government Center,  
Board Room

November 1<sup>st</sup> – 8:30 a.m. - Redwood County Board Meeting – Redwood County Government Center,  
Board Room

November 15<sup>th</sup> – 8:30 a.m. - Redwood County Board Meeting – Redwood County Government Center,  
Board Room

November 29<sup>th</sup> – 4:00 p.m.. - Redwood County Board Meeting – Redwood County Government Center,  
Board Room

December 13<sup>th</sup> – 8:30 a.m. - Redwood County Board Meeting – Redwood County Government Center,  
Board Room

December 27<sup>th</sup> – 8:30 a.m. - Redwood County Board Meeting – Redwood County Government Center,  
Board Room

COMMISSIONERS ABSTRACT:

July 5, 2022

	Meals Payable	Salaries Payable	Accounts Payable	Credit Card
GENERAL FUND		\$535.00	\$28,044.62	\$8,783.72
BUILDING FUND			\$488,982.60	\$3,013.34
DITCH FUND			\$17,982.31	\$747.67
SOLID WASTE FUND		\$50.00	\$18.72	
SOIL & WATER			\$5,555.00	
FORFEITED TAX SALE				
DEBT SERVICE FUND				
HEALTH FUND				
PUBLIC HEALTH SERVICE				
R & B FUND				\$2,215.84
STATE REVENUE				
TAX & PENALTY				
INSURANCE			\$832.89	\$113.31
<b>TOTALS</b>	\$0.00	\$585.00	\$541,416.14	\$14,873.88

MEALS PAYABLE 182-3					
EMPLOYEE	# of	REVENUE	DITCH 15-611	SOLID WASTE 22-391	INSURANCE
<b>TOTALS</b>		\$0.00	\$0.00	\$0.00	\$0.00

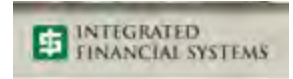
SALARIES PAYABLE					
		REVENUE	DITCH	SOLID WASTE	date
	(PERA YES)	187-0	15-611-182-0	22-391-188-0	
	(PERA NO)	187-3	15-611-190-3	22-391-188-3	
David Forkrud #120	Y N	\$ 85.00		\$ 50.00	5.10
DennisGroebner #118	Y N				
Robert VanHee #119	Y N	\$ 225.00			
Jim Salfer #117	Y N				
Rick Wakefiled	Y N	\$ 225.00			
Jean Price ext 01-602 #316	Y N				
<b>TOTALS</b>		\$ 535.00	\$ -	\$ 50.00	

APPROVED AND ORDERED PAID BY ORDER OF THE BOARD OF REDWOOD COUNTY COMMISSIONERS ON THIS 5TH DAY OF JULY 2022.

\_\_\_\_\_  
Chairperson  
Board of County Commissioners

RACHELW  
6/30/22 1:37PM

\*\*\* Redwood County \*\*\*



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

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

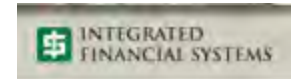
Explode Dist. Formulas?: Y

Paid on Behalf Of Name  
on Audit List?: N

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

Save Report Options?: N

\*\*\* Redwood County \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

1 GENERAL

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
2	DEPT			COMMISSIONERS			
4	3402 ASSN OF MN COUNTIES						
	01-002-000-0000-6242		140.00	REG @ AMC DISTRICT 8 MTG 06/09/2022 06/09/2022	STMT	DUES & REGISTRATION FEES	N
	<b>3402 ASSN OF MN COUNTIES</b>		<b>140.00</b>	<b>1 Transactions</b>			
16	26510 FORKRUD/DAVID						
	01-002-000-0000-6331		56.16	2022 MAY - MILEAGE 05/03/2022 05/31/2022		MILEAGE	N
	<b>26510 FORKRUD/DAVID</b>		<b>56.16</b>	<b>1 Transactions</b>			
59	91122 VANHEE/ROBERT						
	01-002-000-0000-6331		222.30	2022 JUN - MILEAGE 06/09/2022 06/22/2022		MILEAGE	N
	<b>91122 VANHEE/ROBERT</b>		<b>222.30</b>	<b>1 Transactions</b>			
60	92280 WAKEFIELD/RICK						
	01-002-000-0000-6331		264.42	2022 MAY - MILEAGE 05/05/2022 05/25/2022		MILEAGE	Y
	<b>92280 WAKEFIELD/RICK</b>		<b>264.42</b>	<b>1 Transactions</b>			
2	<b>DEPT Total:</b>		<b>682.88</b>	<b>COMMISSIONERS</b>	<b>4 Vendors</b>	<b>4 Transactions</b>	
23	DEPT			LAW LIBRARY			
57	93610 THOMSON REUTERS - WEST PUBLISHING						
	01-023-000-0000-6899		633.10	2022 MAY - WEST INFO CHARGES 05/01/2022 05/31/2022	846465413	MISCELLANEOUS	N
	<b>93610 THOMSON REUTERS - WEST PUBLISHING</b>		<b>633.10</b>	<b>1 Transactions</b>			
23	<b>DEPT Total:</b>		<b>633.10</b>	<b>LAW LIBRARY</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
31	DEPT			COUNTY ADMINISTRATION			
1	65 ACE OF SOUTHWEST MINNESOTA						
	01-031-000-0000-6275		800.00	ANNUAL MEETING CONTRIBUTION 05/17/2022 05/17/2022	STMT	RSVP CONTRACTED SALARIES	N
	<b>65 ACE OF SOUTHWEST MINNESOTA</b>		<b>800.00</b>	<b>1 Transactions</b>			
	13055 COLUMN SOFTWARE PBC						

\*\*\* **Redwood County** \*\*\*

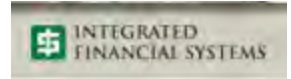


Audit List for Board **COMMISSIONER'S VOUCHERS ENTRIES**

1 GENERAL

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
10	01-031-000-0000-6230		417.03	06/07 BOARD MINUTES & FARM AD 06/15/2022 06/22/2022	6C6C1177-11&12	PRINTING & PUBLISHING	Y
	<b>13055 COLUMN SOFTWARE PBC</b>		<b>417.03</b>	1 Transactions			
26	42390 JESSE'S COLLISION & RESTORATION 01-031-000-0000-6564		6,650.91	COLLISION REPAIR - 2012 IMPALA 06/15/2022 06/15/2022	4950	COUNTY VEHICLE EXPENSE	Y
	<b>42390 JESSE'S COLLISION &amp; RESTORATION</b>		<b>6,650.91</b>	1 Transactions			
53	81350 SERVICE ENTERPRISES INC 01-031-000-0000-6816		60.00	COFFEE 06/17/2022 06/17/2022	5RWDCO61722	CONTINGENCIES	N
	<b>81350 SERVICE ENTERPRISES INC</b>		<b>60.00</b>	1 Transactions			
<b>31</b>	<b>DEPT Total:</b>		<b>7,927.94</b>	<b>COUNTY ADMINISTRATION</b>	<b>4 Vendors</b>	<b>4 Transactions</b>	
<b>41</b>	DEPT 37640 INNOVATIVE SOLUTIONS LLC			AUDITOR-TREASURER			
25	01-041-000-0000-6401		339.95	FILE POCKETS, POST ITS, TAPE 06/08/2022 06/09/2022	NB11881	OFFICE SUPPLIES & EQUIPMENT MAI	N
	<b>37640 INNOVATIVE SOLUTIONS LLC</b>		<b>339.95</b>	1 Transactions			
35	55642 MARCO TECHNOLOGIES LLC - MO 01-041-000-2758-6401		285.78	06/20-07/20 KONICA LEASE 06/20/2022 07/20/2022	474652955	OFFICE SUPPLIES	N
	<b>55642 MARCO TECHNOLOGIES LLC - MO</b>		<b>285.78</b>	1 Transactions			
45	73944 QUADIENT INC 01-041-000-0000-6401		215.65	POSTAGE MACHINE INK 06/14/2022 06/14/2022	16715170	OFFICE SUPPLIES & EQUIPMENT MAI	N
	<b>73944 QUADIENT INC</b>		<b>215.65</b>	1 Transactions			
51	80810 SCHWAAB INC 01-041-000-0000-6401		21.50	STAMP PADS 06/14/2022 06/14/2022	7194238	OFFICE SUPPLIES & EQUIPMENT MAI	N
	<b>80810 SCHWAAB INC</b>		<b>21.50</b>	1 Transactions			

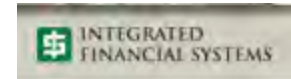
\*\*\* Redwood County \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
41	<b>DEPT Total:</b>		<b>862.88</b>	<b>AUDITOR-TREASURER</b>	<b>4 Vendors</b>	<b>4 Transactions</b>	
42	DEPT			ASSESSOR			
55642	<b>MARCO TECHNOLOGIES LLC - MO</b>						
38	01-042-000-0000-6401		280.26	06/20-07/20 KONICA LEASE 06/20/2022 07/20/2022	474652682	OFFICE SUPPLIES & EQUIPMENT MAI	N
	<b>55642 MARCO TECHNOLOGIES LLC - MO</b>		<b>280.26</b>		<b>1 Transactions</b>		
85240	<b>TAFT STETTINIUS &amp; HOLLISTER LLP</b>						
56	01-042-000-2839-6802		405.00	LEGAL FEES - RUNNINGS 04/20/2022 05/18/2022	3981401	OTHER EXPENSES(TAX COURT)	Y
55	01-042-000-2839-6802		225.00	LEGAL FEES - 1ST EVANGELICAL 05/17/2022 05/17/2022	3981402	OTHER EXPENSES(TAX COURT)	Y
	<b>85240 TAFT STETTINIUS &amp; HOLLISTER LLP</b>		<b>630.00</b>		<b>2 Transactions</b>		
42	<b>DEPT Total:</b>		<b>910.26</b>	<b>ASSESSOR</b>	<b>2 Vendors</b>	<b>3 Transactions</b>	
43	DEPT			LICENSE CENTER			
55642	<b>MARCO TECHNOLOGIES LLC - MO</b>						
37	01-043-000-0000-6401		257.61	06/20-07/20 KONICA LEASE 06/20/2022 07/20/2022	474652401	OFFICE SUPPLIES & EQUIPMENT MAI	N
	<b>55642 MARCO TECHNOLOGIES LLC - MO</b>		<b>257.61</b>		<b>1 Transactions</b>		
43	<b>DEPT Total:</b>		<b>257.61</b>	<b>LICENSE CENTER</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
61	DEPT			ADMINISTRATOR			
3402	<b>ASSN OF MN COUNTIES</b>						
3	01-061-000-0000-6242		35.00	REG @ AMC DISTRICT 8 MTG 06/09/2022 06/09/2022	STMT	DUES & REGISTRATION FEES	N
	<b>3402 ASSN OF MN COUNTIES</b>		<b>35.00</b>		<b>1 Transactions</b>		
47850	<b>KLETSCHER/VICKI</b>						
28	01-061-000-0000-6331		273.78	MILEAGE @ CPT MEETINGS 06/10/2022 06/27/2022		MILEAGE	N
	<b>47850 KLETSCHER/VICKI</b>		<b>273.78</b>		<b>1 Transactions</b>		
61	<b>DEPT Total:</b>		<b>308.78</b>	<b>ADMINISTRATOR</b>	<b>2 Vendors</b>	<b>2 Transactions</b>	

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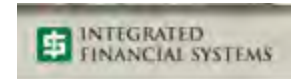
Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

1 GENERAL

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
63	DEPT 21290	ELECTION SYSTEMS & SOFTWARE INC		ELECTIONS			
14	01-063-000-0000-6899		45.00	TAMPER PROOF SEALS 06/13/2022 06/13/2022	CD2032309	MISCELLANEOUS	N
	<b>21290</b>	<b>ELECTION SYSTEMS &amp; SOFTWARE INC</b>	<b>45.00</b>	<b>1 Transactions</b>			
52	80538 01-063-000-0000-6899	SEACHANGE PRINT INNOVATIONS	1,412.55	OMNI BALLOT TONER, BRAILLE 06/24/2022 06/24/2022	010415	MISCELLANEOUS	N
	<b>80538</b>	<b>SEACHANGE PRINT INNOVATIONS</b>	<b>1,412.55</b>	<b>1 Transactions</b>			
63	<b>DEPT Total:</b>		<b>1,457.55</b>	<b>ELECTIONS</b>	<b>2 Vendors</b>	<b>2 Transactions</b>	
101	DEPT 2279	ANDERSON/JOYCE		RECORDER			
2	01-101-000-0000-6331		161.02	MILEAGE @ MCRA CON 06/12/2022 06/12/2022		MILEAGE	N
	<b>2279</b>	<b>ANDERSON/JOYCE</b>	<b>161.02</b>	<b>1 Transactions</b>			
101	<b>DEPT Total:</b>		<b>161.02</b>	<b>RECORDER</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
118	DEPT 13037	COLE PAPERS INC		COURTHOUSE MAINTENANCE			
8	01-118-000-0000-6410		699.64	PT, TP, SOAP, GLASS CLEANER 06/23/2022 06/23/2022	10163186	FLOOR & CLEANING SUPPLIES	N
9	01-118-000-0000-6410		124.97	TP, SOAP 06/27/2022 06/27/2022	10164660	FLOOR & CLEANING SUPPLIES	N
	<b>13037</b>	<b>COLE PAPERS INC</b>	<b>824.61</b>	<b>2 Transactions</b>			
13	19180 01-118-000-0000-6410	ECOLAB PEST ELIMINATION DIV	284.85	PEST CONTROL - CH 06/15/2022 06/15/2022	7109607	FLOOR & CLEANING SUPPLIES	N
	<b>19180</b>	<b>ECOLAB PEST ELIMINATION DIV</b>	<b>284.85</b>	<b>1 Transactions</b>			
17	27425 01-118-000-0000-6301	G & R CONTROLS	1,206.70	DOW FROST 06/09/2022 06/09/2022	129766	EQUIPMENT & BUILDING MAINTENAN	N



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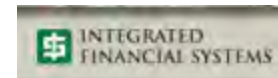


Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

1 GENERAL

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
27425	G & R CONTROLS		1,206.70		1 Transactions		
39	58015 MJ MECHANICAL 01-118-000-0000-6301		755.02	JURY ROOM SEWER PIPE 06/06/2022 06/06/2022	8797	EQUIPMENT & BUILDING MAINTENAN	N
	58015 MJ MECHANICAL		755.02		1 Transactions		
118	DEPT Total:		3,071.18	COURTHOUSE MAINTENANCE	4 Vendors	5 Transactions	
129	DEPT			VETERAN SERVICE OFFICER			
36	55642 MARCO TECHNOLOGIES LLC - MO 01-129-000-0000-6401		127.84	06/20-07/20 KONICA LEASE 06/20/2022 07/20/2022	474653250	OFFICE SUPPLIES & EQUIPMENT MAI	N
	55642 MARCO TECHNOLOGIES LLC - MO		127.84		1 Transactions		
41	64868 ONE OFFICE SOLUTION 01-129-000-2751-6401		1,099.99	LATERAL FILE 06/22/2022 06/22/2022	468002-00	OFFICE SUPPLIES	N
	64868 ONE OFFICE SOLUTION		1,099.99		1 Transactions		
129	DEPT Total:		1,227.83	VETERAN SERVICE OFFICER	2 Vendors	2 Transactions	
201	DEPT			SHERIFF			
5	10045 CAMPBELL/MICHAEL 01-201-000-0000-6334		108.71	MEALS @ FIREARMS TRAINING 06/05/2022 06/09/2022		LODGING & EXPENSE	N
	10045 CAMPBELL/MICHAEL		108.71		1 Transactions		
6	10525 CARRIS HEALTH 01-201-000-0000-6355		206.00	INMATE MEDICAL 05/10/2022 05/10/2022	51308799501	BOARDING PRISONER MEDICAL EXPI	6
	10525 CARRIS HEALTH		206.00		1 Transactions		
15	22752 ESSER/ALEX 01-201-000-0000-6179		41.84	AMMUNITION 06/03/2022 06/03/2022		CLOTHING ALLOWANCE	N
	22752 ESSER/ALEX		41.84		1 Transactions		

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1 GENERAL

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
19	27495 GALLS 01-201-000-0000-6302		998.38	BALLISTIC VEST - MC 06/13/2022 06/13/2022	021398472	POLICE EQUIPMENT MAINTENANCE	N
	<b>27495 GALLS</b>		<b>998.38</b>	<b>1 Transactions</b>			
23	32460 HANSON/RANDALL 01-201-000-0000-6334		11.86	MEAL @ SHERIFF CON 06/05/2022 06/05/2022		LODGING & EXPENSE	N
	<b>32460 HANSON/RANDALL</b>		<b>11.86</b>	<b>1 Transactions</b>			
29	49878 LABAT/BJ 01-201-000-0000-6179		800.00	SHIRTS, HOLSTERS 06/02/2022 06/02/2022		CLOTHING ALLOWANCE	N
	<b>49878 LABAT/BJ</b>		<b>800.00</b>	<b>1 Transactions</b>			
42	71900 PLUNKETTS PEST CONTROL INC 01-201-000-0000-6301		56.71	PEST CONTROL - LEC 06/14/2022 06/14/2022	7570457	EQUIPMENT & BUILDING MAINTENAN	N
43	01-201-000-0000-6342		69.44	PEST CONTROL - IMPOUND 06/14/2022 06/14/2022	7570458	IMPOUND BUILDING EXPENSES	N
	<b>71900 PLUNKETTS PEST CONTROL INC</b>		<b>126.15</b>	<b>2 Transactions</b>			
46	74900 QUILL CORPORATION 01-201-000-0000-6401		589.92	SHARPIE, FILE POCKETS, TONER 06/21/2022 06/21/2022	25667343	OFFICE SUPPLIES & EQUIPMENT MAI	N
	<b>74900 QUILL CORPORATION</b>		<b>589.92</b>	<b>1 Transactions</b>			
54	84015 SUNSET LAW ENFORCEMENT 01-201-000-0000-6302		1,502.80	AMMUNITION 06/14/2022 06/14/2022	0006681	POLICE EQUIPMENT MAINTENANCE	N
	<b>84015 SUNSET LAW ENFORCEMENT</b>		<b>1,502.80</b>	<b>1 Transactions</b>			
64	99485 ZIMMERMANN/MITCH 01-201-000-0000-6334		140.92	MEALS @ FIREARMS TRAINING 06/05/2022 06/10/2022		LODGING & EXPENSE	N
	<b>99485 ZIMMERMANN/MITCH</b>		<b>140.92</b>	<b>1 Transactions</b>			
<b>201</b>	<b>DEPT Total:</b>		<b>4,526.58</b>	<b>SHERIFF</b>	<b>10 Vendors</b>	<b>11 Transactions</b>	

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1 GENERAL

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
281	DEPT 71900			EMERGENCY MANAGEMENT			
	<b>PLUNKETTS PEST CONTROL INC</b>						
44	01-281-000-0000-6291		61.33	PEST CONTROL - EM STORAGE 06/14/2022 06/14/2022	7570456	PROFESSIONAL & TECH SERVICES	N
	<b>71900 PLUNKETTS PEST CONTROL INC</b>		<b>61.33</b>	1 Transactions			
281	<b>DEPT Total:</b>		<b>61.33</b>	<b>EMERGENCY MANAGEMENT</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
520	DEPT 27427			PARKS			
	<b>G &amp; R ELECTRIC INC</b>						
18	01-520-000-2827-6802		1,458.69	BROKEN WATER LINE, ELEC POLE 06/21/2022 06/21/2022	38831.38835	PARK IMPROVEMENTS	N
	<b>27427 G &amp; R ELECTRIC INC</b>		<b>1,458.69</b>	1 Transactions			
	32451						
	<b>HANSEN ADVERTISING INC</b>						
20	01-520-000-0000-6358		1,558.00	CLOTHING FOR RESALE 06/28/2022 06/28/2022	46168	PARK DEVELOPMENT	Y
	<b>32451 HANSEN ADVERTISING INC</b>		<b>1,558.00</b>	1 Transactions			
	32428						
	<b>HANSEN/GREG</b>						
21	01-520-000-0000-6358		100.00	08/21/21&03/02/22 PARK MTGS 08/21/2021 03/02/2022		PARK DEVELOPMENT	Y
22	01-520-000-0000-6358		50.00	06/23 PARKS & TRAILS MEETING 06/23/2022 06/23/2022		PARK DEVELOPMENT	Y
	<b>32428 HANSEN/GREG</b>		<b>150.00</b>	2 Transactions			
	55435						
	<b>MALMBERG/MERNA</b>						
31	01-520-000-0000-6358		50.00	08/12/21 PARKS & TRAILS MTG 08/12/2021 08/12/2021		PARK DEVELOPMENT	Y
32	01-520-000-0000-6358		50.00	03/02 PARKS & TRAILS MEETING 03/02/2022 03/02/2022		PARK DEVELOPMENT	Y
33	01-520-000-0000-6358		50.00	06/23 PARKS & TRAILS MEETING 06/23/2022 06/23/2022		PARK DEVELOPMENT	Y
	<b>55435 MALMBERG/MERNA</b>		<b>150.00</b>	3 Transactions			
	55389						
	<b>MARC</b>						
34	01-520-000-0000-6301		1,249.08	INSECT REPELLENT, WASP KILLER 06/02/2022 06/02/2022	765226	EQUIPMENT & BUILDING MAINTENAN	N

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1 GENERAL

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
<b>55389</b>	<b>MARC</b>		<b>1,249.08</b>		<b>1</b> Transactions		
92220	<b>WALLING/LON</b>						
61	01-520-000-0000-6358		137.44	08/12/21&03/02/22 PARK MTGS 08/12/2021 03/02/2022		PARK DEVELOPMENT	N
62	01-520-000-0000-6358		74.57	06/23 PARKS & TRAILS MEETING 06/23/2022 06/23/2022		PARK DEVELOPMENT	N
<b>92220</b>	<b>WALLING/LON</b>		<b>212.01</b>		<b>2</b> Transactions		
<b>520</b>	<b>DEPT Total:</b>		<b>4,777.78</b>	<b>PARKS</b>	<b>6 Vendors</b>	<b>10 Transactions</b>	
<b>601</b>	<b>DEPT</b>			<b>AGRICULTURAL INSPECTION</b>			
13187	<b>COORDINATED BUSINESS SYSTEMS LTD</b>						
12	01-601-000-0000-6401		125.36	05/24-06/23 COPIER LEASE 05/24/2022 06/23/2022	228373	OFFICE SUPPLIES & EQUIPMENT MAI	N
<b>13187</b>	<b>COORDINATED BUSINESS SYSTEMS LTD</b>		<b>125.36</b>		<b>1</b> Transactions		
34625	<b>HUSEBY/JEFF</b>						
24	01-601-000-0000-6282		87.44	05/31 PLANNING COMMISSION MTG 05/31/2022 05/31/2022		PLANNING/ZONING COMMITTEE EXPI	Y
<b>34625</b>	<b>HUSEBY/JEFF</b>		<b>87.44</b>		<b>1</b> Transactions		
45705	<b>KAUFENBERG/MICHAEL</b>						
27	01-601-000-0000-6282		52.34	05/31 PLANNING COMMISSION MTG 05/31/2022 05/31/2022		PLANNING/ZONING COMMITTEE EXPI	Y
<b>45705</b>	<b>KAUFENBERG/MICHAEL</b>		<b>52.34</b>		<b>1</b> Transactions		
55362	<b>MADSEN/MARK W</b>						
30	01-601-000-0000-6282		70.48	05/31 PLANNING COMMISSION MTG 05/31/2022 05/31/2022		PLANNING/ZONING COMMITTEE EXPI	Y
<b>55362</b>	<b>MADSEN/MARK W</b>		<b>70.48</b>		<b>1</b> Transactions		
64868	<b>ONE OFFICE SOLUTION</b>						
40	01-601-000-0000-6401		33.25	DATE STAMPER 06/16/2022 06/16/2022	466394	OFFICE SUPPLIES & EQUIPMENT MAI	N
<b>64868</b>	<b>ONE OFFICE SOLUTION</b>		<b>33.25</b>		<b>1</b> Transactions		
78208	<b>ROHLIK/JOHN W</b>						
48	01-601-000-0000-6290		57.02	05/26 BOARD OF ADJUSTMENT MTG		BOARD OF ADJUSTMENT	Y

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1 GENERAL

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
78208	ROHLIK/JOHN W		57.02	05/26/2022 05/26/2022	1 Transactions		
49	80512 SCHEFFLER/MICHAEL D 01-601-000-0000-6282		76.91	05/31 PLANNING COMMISSION MTG 05/31/2022 05/31/2022	1 Transactions	PLANNING/ZONING COMMITTEE EXP	Y
50	80680 SCHUELLER/JOHN 01-601-000-0000-6290		82.76	05/26 BOARD OF ADJUSTMENT MTG 05/26/2022 05/26/2022	1 Transactions	BOARD OF ADJUSTMENT	Y
63	99100 ZEUG/DEVONNA 01-601-000-0000-6282		83.93	05/31 PLANNING COMMISSION MTG 05/31/2022 05/31/2022	1 Transactions	PLANNING/ZONING COMMITTEE EXP	Y
601	<b>DEPT Total:</b>		<b>669.49</b>	<b>AGRICULTURAL INSPECTION</b>	<b>9 Vendors</b>	<b>9 Transactions</b>	
7	620 DEPT 10086 CARTER/EDWARD 01-620-000-0000-6899		457.94	SOIL AND WATER CONSERVATION DIST 05/05-06/02 S&W MEETINGS 05/05/2022 06/02/2022	1 Transactions	SUPERVISOR EXPENSES	Y
11	13187 COORDINATED BUSINESS SYSTEMS LTD 01-620-000-0000-6401		50.47	05/25-06/24 COPIER LEASE 05/25/2022 06/24/2022	227024 1 Transactions	OFFICE SUPPLIES & EQUIP MNTCE	N
620	<b>DEPT Total:</b>		<b>508.41</b>	<b>SOIL AND WATER CONSERVATION DIST</b>	<b>2 Vendors</b>	<b>2 Transactions</b>	
1	<b>Fund Total:</b>		<b>28,044.62</b>	<b>GENERAL</b>		<b>62 Transactions</b>	

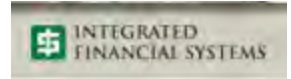
\*\*\* Redwood County \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
119	DEPT			BUILDINGS AND PLANT			
65	2607 AMERICAN DOOR WORKS 10-119-000-2720-6619		3,439.95	PAY APP #1 06/10/2022 06/10/2022	STMT	ADDITION: JUSTICE CENTER	Y
	<b>2607 AMERICAN DOOR WORKS</b>		<b>3,439.95</b>	<b>1 Transactions</b>			
66	9033 BUILDING MATERIAL SUPPLY INC 10-119-000-2720-6619		2,890.50	LOCKS, BRACKETS, PANELS 06/10/2022 06/10/2022	56770.56527	ADDITION: JUSTICE CENTER	N
	<b>9033 BUILDING MATERIAL SUPPLY INC</b>		<b>2,890.50</b>	<b>1 Transactions</b>			
67	11570 CHOSEN VALLEY TESTING 10-119-000-2720-6619		4,418.00	CONCRETE TESTING 06/10/2022 06/10/2022	44736	ADDITION: JUSTICE CENTER	N
	<b>11570 CHOSEN VALLEY TESTING</b>		<b>4,418.00</b>	<b>1 Transactions</b>			
68	13081 COMMUNITY ELECTRIC INC 10-119-000-2720-6619		57,494.95	PAY APP #9 06/10/2022 06/10/2022	STMT	ADDITION: JUSTICE CENTER	N
	<b>13081 COMMUNITY ELECTRIC INC</b>		<b>57,494.95</b>	<b>1 Transactions</b>			
70	13172 CONTEGRITY GROUP INC 10-119-000-2720-6619		11,014.00	CONSTRUCTION MANAGEMENT - JC 06/10/2022 06/10/2022	2022114	ADDITION: JUSTICE CENTER	N
69	10-119-000-2720-6619		17,421.09	GENERAL CONDITIONS - JC 06/10/2022 06/10/2022	2022115	ADDITION: JUSTICE CENTER	N
	<b>13172 CONTEGRITY GROUP INC</b>		<b>28,435.09</b>	<b>2 Transactions</b>			
71	20730 ECOWATER SYSTEMS 10-119-000-2720-6619		21.00	COOLER RENTAL, WATER DELIVERY 06/10/2022 06/10/2022	94897	ADDITION: JUSTICE CENTER	N
	<b>20730 ECOWATER SYSTEMS</b>		<b>21.00</b>	<b>1 Transactions</b>			
72	26125 FLOOR TO CEILING 10-119-000-2720-6619		11,941.50	PAY APP #2 06/10/2022 06/10/2022	STMT	ADDITION: JUSTICE CENTER	N
	<b>26125 FLOOR TO CEILING</b>		<b>11,941.50</b>	<b>1 Transactions</b>			
26516	FORD METRO INC						

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Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name	1099
73		10-119-000-2720-6619			29,309.54	PAY APP #7	06/10/2022 06/10/2022	STMT		ADDITION: JUSTICE CENTER		N
	<b>26516</b>	<b>FORD METRO INC</b>			<b>29,309.54</b>		1 Transactions					
74	27425	G & R CONTROLS			14,155.00	PAY APP #14	06/10/2022 06/10/2022	STMT		ADDITION: JUSTICE CENTER		N
	<b>27425</b>	<b>G &amp; R CONTROLS</b>			<b>14,155.00</b>		1 Transactions					
75	27465	GAG SHEET METAL INC			10,188.23	PAY APP #12 CAT #25	06/10/2022 06/10/2022	STMT		ADDITION: JUSTICE CENTER		N
76		10-119-000-2720-6619			2,139.40	PAY APP #10 CAT #11	06/10/2022 06/10/2022	STMT		ADDITION: JUSTICE CENTER		N
77		10-119-000-2720-6619			2,767.35	PAY APP #10 CAT #10	06/10/2022 06/10/2022	STMT		ADDITION: JUSTICE CENTER		N
	<b>27465</b>	<b>GAG SHEET METAL INC</b>			<b>15,094.98</b>		3 Transactions					
78	31609	GUNION PAINTING LLC			6,833.35	PAY APP #4E	06/10/2022 06/10/2022	STMT		ADDITION: JUSTICE CENTER		Y
	<b>31609</b>	<b>GUNION PAINTING LLC</b>			<b>6,833.35</b>		1 Transactions					
79	32974	HEATER RENTAL SERVICES LLC			3,396.64	DEHUMIDIFIER, HEATER RENTAL	06/10/2022 06/10/2022	20567		ADDITION: JUSTICE CENTER		Y
	<b>32974</b>	<b>HEATER RENTAL SERVICES LLC</b>			<b>3,396.64</b>		1 Transactions					
80	46330	KENDELL DOORS & HARDWARE			2,739.35	PAY APP #5	06/10/2022 06/10/2022	20567		ADDITION: JUSTICE CENTER		N
	<b>46330</b>	<b>KENDELL DOORS &amp; HARDWARE</b>			<b>2,739.35</b>		1 Transactions					
81	55669	MARSHALL MACHINE SHOP INC			10,857.55	PAY APP #5	06/10/2022 06/10/2022	STMT		ADDITION: JUSTICE CENTER		N
	<b>55669</b>	<b>MARSHALL MACHINE SHOP INC</b>			<b>10,857.55</b>		1 Transactions					
	55699	MASTERS PLUMBING HEATING & COOLING										

\*\*\* Redwood County \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
82	10-119-000-2720-6619		20,729.56	PAY APP #16 06/10/2022 06/10/2022	STMT	ADDITION: JUSTICE CENTER	N
	<b>55699 MASTERS PLUMBING HEATING &amp; COOLING</b>		<b>20,729.56</b>	1 Transactions			
83	70006 PATRIOT ERECTORS INC 10-119-000-2720-6619		7,695.00	PAY APP #8 06/10/2022 06/10/2022	STMT	ADDITION: JUSTICE CENTER	N
	<b>70006 PATRIOT ERECTORS INC</b>		<b>7,695.00</b>	1 Transactions			
84	76150 REDWOOD BUILDING CENTER INC 10-119-000-2720-6619		76.29	LUMBER, BLADE, DISC, CAULK 06/10/2022 06/10/2022	14636-15450	ADDITION: JUSTICE CENTER	N
	<b>76150 REDWOOD BUILDING CENTER INC</b>		<b>76.29</b>	1 Transactions			
85	78819 RTL CONSTRUCTION INC 10-119-000-2720-6619		8,895.20	PAY APP #10 06/10/2022 06/10/2022	STMT	ADDITION: JUSTICE CENTER	N
	<b>78819 RTL CONSTRUCTION INC</b>		<b>8,895.20</b>	1 Transactions			
86	83297 SOUTHWEST SANITATION INC 10-119-000-2720-6619		2,467.61	ROLL OFF CONTAINER 06/10/2022 06/10/2022	52502	ADDITION: JUSTICE CENTER	N
	<b>83297 SOUTHWEST SANITATION INC</b>		<b>2,467.61</b>	1 Transactions			
87	84208 SUSSNER CONSTRUCTION INC 10-119-000-2720-6619		29,671.11	PAY APP #5 06/10/2022 06/10/2022	STMT	ADDITION: JUSTICE CENTER	N
	<b>84208 SUSSNER CONSTRUCTION INC</b>		<b>29,671.11</b>	1 Transactions			
88	87698 TMI SYSTEMS CORPORATION 10-119-000-2720-6619		187,718.10	PAY APP #2,3 06/10/2022 06/10/2022	STMT	ADDITION: JUSTICE CENTER	N
	<b>87698 TMI SYSTEMS CORPORATION</b>		<b>187,718.10</b>	1 Transactions			
89	89004 TWIN CITY ACCOUSTICS 10-119-000-2720-6619		34,200.00	PAY APP #2 06/10/2022 06/10/2022	STMT	ADDITION: JUSTICE CENTER	N
	<b>89004 TWIN CITY ACCOUSTICS</b>		<b>34,200.00</b>	1 Transactions			



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10 BUILDING FUND

\*\*\* Redwood County \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
90	91486 VOSIKA PORTABLE TOILET SERVICES 10-119-000-2720-6619			1,160.00	PORTABLE TOILET RENTAL 06/10/2022 06/10/2022	15532	ADDITION: JUSTICE CENTER	Y
	91486 VOSIKA PORTABLE TOILET SERVICES			1,160.00	1 Transactions			
91	92860 WDSI 10-119-000-2720-6619			5,342.33	PAY APP #3 06/10/2022 06/10/2022	STMT	ADDITION: JUSTICE CENTER	N
	92860 WDSI			5,342.33	1 Transactions			
119	<b>DEPT Total:</b>			<b>488,982.60</b>	<b>BUILDINGS AND PLANT</b>	<b>24 Vendors</b>	<b>27 Transactions</b>	
10	<b>Fund Total:</b>			<b>488,982.60</b>	<b>BUILDING FUND</b>		<b>27 Transactions</b>	

\*\*\* Redwood County \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
611	DEPT			DITCH MAINTENANCE			
2402	ALVAN SANDER & SONS LLC						
92	15-611-000-0000-6899		1,308.07	CD 12 DITCH REPAIR 06/27/2022 06/27/2022	22-1418	MISCELLANEOUS	Y
	<b>2402 ALVAN SANDER &amp; SONS LLC</b>		<b>1,308.07</b>	<b>1 Transactions</b>			
7570	BOLTON & MENK INC						
93	15-611-000-0000-6899		3,060.00	PROFESSIONAL SERVICES 05/31/2022 05/31/2022	290739	MISCELLANEOUS	N
	<b>7570 BOLTON &amp; MENK INC</b>		<b>3,060.00</b>	<b>1 Transactions</b>			
13187	COORDINATED BUSINESS SYSTEMS LTD						
94	15-611-000-0000-6401		125.35	05/24-06/23 COPIER LEASE 05/24/2022 06/23/2022	228373	OFFICE SUPPLIES & EQUIPMENT MAI	N
	<b>13187 COORDINATED BUSINESS SYSTEMS LTD</b>		<b>125.35</b>	<b>1 Transactions</b>			
26985	FRICKE ENVIRONMENTAL COMPANY						
95	15-611-000-0000-6899		4,300.00	CD 42 DITCH REPAIR 06/21/2022 06/21/2022	210629	MISCELLANEOUS	N
	<b>26985 FRICKE ENVIRONMENTAL COMPANY</b>		<b>4,300.00</b>	<b>1 Transactions</b>			
32000	H & S TILING LLC						
96	15-611-000-0000-6899		500.00	CD 28 DITCH REPAIR 06/27/2022 06/27/2022	937	MISCELLANEOUS	Y
	<b>32000 H &amp; S TILING LLC</b>		<b>500.00</b>	<b>1 Transactions</b>			
46046	KERKHOFF BROS INC						
99	15-611-000-0000-6899		1,125.00	JD 36 DITCH REPAIR - W52835291 06/16/2022 06/16/2022	2518.2520	MISCELLANEOUS	N
97	15-611-000-0000-6899		1,471.50	CD 24 DITCH REPAIR - W52905317 06/16/2022 06/16/2022	2518.2522	MISCELLANEOUS	N
98	15-611-000-0000-6899		1,944.07	JD 30 DITCH REPAIR - WO#5245 06/16/2022 06/16/2022	2520	MISCELLANEOUS	N
100	15-611-000-0000-6899		595.00	JD 36 LAT K DITCH REPAIR-5302 06/16/2022 06/16/2022	2522	MISCELLANEOUS	N
101	15-611-000-0000-6899		500.00	CD 26 DITCH REPAIR - WO#5299 06/27/2022 06/27/2022	2523	MISCELLANEOUS	N
102	15-611-000-0000-6899		350.00	CD 66 DITCH REPAIR - WO#5309 06/27/2022 06/27/2022	2523	MISCELLANEOUS	N

\*\*\* Redwood County \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
103	15-611-000-0000-6899			500.00	CD 109 DITCH REPAIR - WO#5304 06/27/2022 06/27/2022	2523	MISCELLANEOUS	N
	<b>46046 KERKHOFF BROS INC</b>			<b>6,485.57</b>	<b>7 Transactions</b>			
104	15-611-000-0000-6899			1,590.07	CD 42 DITCH REPAIR 06/27/2022 06/27/2022	2959	MISCELLANEOUS	Y
	<b>55210 MAAS CONSTRUCTION CO</b>			<b>1,590.07</b>	<b>1 Transactions</b>			
105	15-611-000-0000-6401			33.25	DATE STAMPER 06/16/2022 06/16/2022	466394	OFFICE SUPPLIES & EQUIPMENT MAI	N
	<b>64868 ONE OFFICE SOLUTION</b>			<b>33.25</b>	<b>1 Transactions</b>			
106	15-611-000-0000-6899			580.00	JD 33 DITCH REPAIR - WO#5270 06/27/2022 06/27/2022	5270	MISCELLANEOUS	N
	<b>80180 SCHMIDT CONSTRUCTION INC</b>			<b>580.00</b>	<b>1 Transactions</b>			
<b>611</b>	<b>DEPT Total:</b>			<b>17,982.31</b>	<b>DITCH MAINTENANCE</b>	<b>9 Vendors</b>	<b>15 Transactions</b>	
<b>15</b>	<b>Fund Total:</b>			<b>17,982.31</b>	<b>DITCH</b>		<b>15 Transactions</b>	

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

**22** SOLID WASTE

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
391	DEPT 26510 FORKRUD/DAVID			SOLID WASTE			
111	22-391-000-0000-6331		18.72	2022 MAY - MILEAGE 05/10/2022 05/10/2022		MILEAGE	N
	26510 FORKRUD/DAVID		18.72		1 Transactions		
391	<b>DEPT Total:</b>		18.72	<b>SOLID WASTE</b>	1 Vendors	1 Transactions	
22	<b>Fund Total:</b>		18.72	<b>SOLID WASTE</b>		1 Transactions	

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\*\*\* **Redwood County** \*\*\*

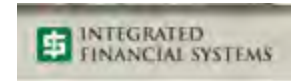


Audit List for Board **COMMISSIONER'S VOUCHERS ENTRIES**

**73 INSURANCE**

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
<b>801</b>	DEPT			NON-DEPARTMENTAL			
78023	<b>RIVER BEND THERAPEUTIC MASSAGE LLC</b>						
47	73-801-000-0000-6178		300.00	CHAIR MASSAGES 06/14/2022 06/14/2022	STMT	EMPLOYEE WELLNESS	Y
	<b>78023 RIVER BEND THERAPEUTIC MASSAGE LLC</b>		<b>300.00</b>		<b>1 Transactions</b>		
90549	<b>UNITED STATES TREASURY</b>						
58	73-801-000-0000-6150		532.89	PCORI FEE FOR 2021 YEAR	STMT	STOP/LOSS PREMIUM	N
	<b>90549 UNITED STATES TREASURY</b>		<b>532.89</b>		<b>1 Transactions</b>		
<b>801</b>	<b>DEPT Total:</b>		<b>832.89</b>	<b>NON-DEPARTMENTAL</b>	<b>2 Vendors</b>	<b>2 Transactions</b>	
<b>73</b>	<b>Fund Total:</b>		<b>832.89</b>	<b>INSURANCE</b>		<b>2 Transactions</b>	

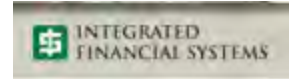
\*\*\* Redwood County \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
620	DEPT			SOIL AND WATER CONSERVATION DIST			
22349	ENGHOLM/MINNIE						
107	85-620-990-0000-6802		500.00	WELL DECOMMISSIONING 06/17/2022 06/17/2022	STMT	WATER MANAGEMENT PLAN EXPENS	Y
	<b>22349 ENGHOLM/MINNIE</b>		<b>500.00</b>		<b>1 Transactions</b>		
26701	FREEBURG/DAVID						
108	85-620-990-0000-6802		1,600.00	NO TILL 06/28/2022 06/28/2022	STMT	WATER MANAGEMENT PLAN EXPENS	Y
	<b>26701 FREEBURG/DAVID</b>		<b>1,600.00</b>		<b>1 Transactions</b>		
30504	GREAT RIVER GREENING						
109	85-620-995-0000-6802		2,455.00	PROFESSIONAL SERVICES 06/15/2022 06/15/2022	3	LCCMR GRANT EXPENSES	N
	<b>30504 GREAT RIVER GREENING</b>		<b>2,455.00</b>		<b>1 Transactions</b>		
35548	HOREJSI/DARIAN						
110	85-620-995-0000-6802		1,000.00	WELL DECOMMISSIONING 06/15/2022 06/15/2022		LCCMR GRANT EXPENSES	Y
	<b>35548 HOREJSI/DARIAN</b>		<b>1,000.00</b>		<b>1 Transactions</b>		
620	<b>DEPT Total:</b>		<b>5,555.00</b>	<b>SOIL AND WATER CONSERVATION DIST</b>	<b>4 Vendors</b>	<b>4 Transactions</b>	
85	<b>Fund Total:</b>		<b>5,555.00</b>	<b>SOIL &amp; WATER CONSERVATION</b>		<b>4 Transactions</b>	
	<b>Final Total:</b>		<b>541,416.14</b>	<b>95 Vendors</b>	<b>111 Transactions</b>		

\*\*\* **Redwood County** \*\*\*



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	28,044.62	GENERAL
10	488,982.60	BUILDING FUND
15	17,982.31	DITCH
22	18.72	SOLID WASTE
73	832.89	INSURANCE
85	5,555.00	SOIL & WATER CONSERVATION
<b>All Funds</b>	<b>541,416.14</b>	<b>Total</b>

Approved by, .....

.....

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

Explode Dist. Formulas?: Y

Paid on Behalf Of Name  
on Audit List?: N

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

Save Report Options?: N



\*\*\* **Redwood County** \*\*\*



Audit List for Board **MANUAL WARRANTS/VOIDS/CORRECTIONS**

1 GENERAL

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
41	DEPT			AUDITOR-TREASURER			
	21275 ELAN CORPORATE PAYMENT SYSTEMS						
1	01-041-000-0000-6401		391.59	FOLDING MACHINE 05/26/2022 05/26/2022	1000713024	OFFICE SUPPLIES & EQUIPMENT MAI	N
42	01-041-000-0000-6401		16.99	AA BATTERIES 06/08/2022 06/08/2022	7832257 2425	OFFICE SUPPLIES & EQUIPMENT MAI	N
	<b>21275 ELAN CORPORATE PAYMENT SYSTEMS</b>		<b>408.58</b>	<b>2 Transactions</b>			
41	<b>DEPT Total:</b>		<b>408.58</b>	<b>AUDITOR-TREASURER</b>	<b>1 Vendors</b>	<b>2 Transactions</b>	
42	DEPT			ASSESSOR			
	21275 ELAN CORPORATE PAYMENT SYSTEMS						
48	01-042-000-0000-6334		18.01	MEAL @ TRAINING - JT 05/24/2022 05/24/2022		LODGING & EXPENSE	N
49	01-042-000-0000-6334		59.14	MEAL @ TRAINING - JT,KW,BZ,JJ 05/26/2022 05/26/2022		LODGING & EXPENSE	N
60	01-042-000-0000-6242		128.75	LICENSE RENEWAL - BZ 06/14/2022 06/14/2022	1672882965	DUES & REGISTRATION FEES	N
56	01-042-000-0000-6242		100.00	REG @ TESTING - BZ 06/02/2022 06/02/2022	206352840	DUES & REGISTRATION FEES	N
58	01-042-000-0000-6242		200.00	REG @ CASE STUDY CLASS - JJ 10/12/2022 10/13/2022	206363998	DUES & REGISTRATION FEES	N
57	01-042-000-0000-6242		200.00	REG @ CASE STUDY CLASS - KW 10/12/2022 10/13/2022	206366616	DUES & REGISTRATION FEES	N
59	01-042-000-0000-6242		43.75	LICENSE RENEWAL - BZ 06/13/2022 06/13/2022	2764314645	DUES & REGISTRATION FEES	N
55	01-042-000-0000-6242		43.75	LICENSE RENEWAL - JJ 06/01/2022 06/01/2022	3473	DUES & REGISTRATION FEES	N
61	01-042-000-0000-6242		128.75	LICENSE RENEWAL - JJ 06/15/2022 06/15/2022	3473	DUES & REGISTRATION FEES	N
54	01-042-000-0000-6242		83.75	LICENSE RENEWAL - BZ 05/31/2022 05/31/2022	3670	DUES & REGISTRATION FEES	N
50	01-042-000-0000-6334		108.12	LODGING @ TRAINING - BZ 05/25/2022 05/26/2022	541972	LODGING & EXPENSE	N
52	01-042-000-0000-6334		108.12	LODGING @ TRAINING - KW 05/25/2022 05/26/2022	541981	LODGING & EXPENSE	N
53	01-042-000-0000-6334		216.24	LODGING @ TRAINING - JT 05/24/2022 05/26/2022	542034	LODGING & EXPENSE	N
51	01-042-000-0000-6334		108.12	LODGING @ TRAINING - JJ	548716	LODGING & EXPENSE	N

\*\*\* **Redwood County** \*\*\*



Audit List for Board **MANUAL WARRANTS/VOIDS/CORRECTIONS**

1 GENERAL

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
47	01-042-000-0000-6242		128.75	LICENSE RENEWAL- JJ 05/25/2022 05/26/2022	8249123595	DUES & REGISTRATION FEES	N
<b>21275</b>	<b>ELAN CORPORATE PAYMENT SYSTEMS</b>		<b>1,675.25</b>	<b>15 Transactions</b>			
<b>42</b>	<b>DEPT Total:</b>		<b>1,675.25</b>	<b>ASSESSOR</b>	<b>1 Vendors</b>	<b>15 Transactions</b>	
<b>61</b>	DEPT 21275 <b>ELAN CORPORATE PAYMENT SYSTEMS</b>			ADMINISTRATOR			
29	01-061-000-0000-6401		6.00	DELIMING SPRING 05/18/2022 05/18/2022	0060214 2425	OFFICE SUPPLIES & EQUIPMENT MAI	N
46	01-061-000-0000-6401		11.69	CALCULATOR TAPE 06/15/2022 06/15/2022	1737810 2425	OFFICE SUPPLIES & EQUIPMENT MAI	N
<b>21275</b>	<b>ELAN CORPORATE PAYMENT SYSTEMS</b>		<b>17.69</b>	<b>2 Transactions</b>			
<b>61</b>	<b>DEPT Total:</b>		<b>17.69</b>	<b>ADMINISTRATOR</b>	<b>1 Vendors</b>	<b>2 Transactions</b>	
<b>63</b>	DEPT 21275 <b>ELAN CORPORATE PAYMENT SYSTEMS</b>			ELECTIONS			
4	01-063-000-0000-6899		15.50	POSTAGE - MEDIA CARDS 06/03/2022 06/03/2022		MISCELLANEOUS	N
44	01-063-000-0000-6899		7.49	ALCOHOL PREP PADS 06/08/2022 06/08/2022	0972255 2425	MISCELLANEOUS	N
43	01-063-000-0000-6899		168.22	SURGE PROTECTORS, EXT CABLE 06/08/2022 06/08/2022	7832257 2425	MISCELLANEOUS	N
<b>21275</b>	<b>ELAN CORPORATE PAYMENT SYSTEMS</b>		<b>191.21</b>	<b>3 Transactions</b>			
<b>63</b>	<b>DEPT Total:</b>		<b>191.21</b>	<b>ELECTIONS</b>	<b>1 Vendors</b>	<b>3 Transactions</b>	
<b>64</b>	DEPT 21275 <b>ELAN CORPORATE PAYMENT SYSTEMS</b>			COMPUTER			
39	01-064-000-0000-6401		55.37	SURGE PROTECTOR 06/03/2022 06/03/2022	2100234 2425	OFFICE SUPPLIES & EQUIPMENT MAI	N
40	01-064-000-0000-6401		463.90	FUSER KIT, TRANSFER KIT 06/09/2022 06/09/2022	3524247 2425	OFFICE SUPPLIES & EQUIPMENT MAI	N
32	01-064-000-0000-6401		10.59	VGA ADAPTOR 05/25/2022 05/25/2022	3534663 2425	OFFICE SUPPLIES & EQUIPMENT MAI	N

\*\*\* Redwood County \*\*\*



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIONS

1 GENERAL

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
21275	ELAN CORPORATE PAYMENT SYSTEMS		529.86		3 Transactions		
<b>64</b>	<b>DEPT Total:</b>		<b>529.86</b>	<b>COMPUTER</b>	<b>1 Vendors</b>	<b>3 Transactions</b>	
<b>91</b>	DEPT			ATTORNEY			
21275	ELAN CORPORATE PAYMENT SYSTEMS						
17	01-091-000-2769-6401		149.44	AIR DUSTER, LEGAL PAD, ID REEL 06/06/2022 06/06/2022	18690	OFFICE & PROGRAM EXPENSES	N
15	01-091-000-0000-6242		130.00-	REFUND - CLE 05/17/2022 05/17/2022	2-8845	DUES & REGISTRATION FEES	N
16	01-091-000-0000-6271		88.00	LODGING - EXPERT WITNESS 05/24/2022 05/24/2022	R16027C	VICTIM/WITNESS FEES	N
21275	ELAN CORPORATE PAYMENT SYSTEMS		107.44		3 Transactions		
<b>91</b>	<b>DEPT Total:</b>		<b>107.44</b>	<b>ATTORNEY</b>	<b>1 Vendors</b>	<b>3 Transactions</b>	
<b>101</b>	DEPT			RECORDER			
21275	ELAN CORPORATE PAYMENT SYSTEMS						
31	01-101-000-2754-6601		1,792.00	SCANNERS 05/24/2022 05/24/2022	2237860 2425	CAPITAL OUTLAY (\$5,000 AND OVER)	N
21275	ELAN CORPORATE PAYMENT SYSTEMS		1,792.00		1 Transactions		
<b>101</b>	<b>DEPT Total:</b>		<b>1,792.00</b>	<b>RECORDER</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
<b>118</b>	DEPT			COURTHOUSE MAINTENANCE			
21275	ELAN CORPORATE PAYMENT SYSTEMS						
6	01-118-000-0000-6301		67.42	LEDS 06/20/2022 06/20/2022	1262661 2425	EQUIPMENT & BUILDING MAINTENAN	N
5	01-118-000-0000-6301		69.90	DOOR STOPS 05/16/2022 05/16/2022	3563437 2425	EQUIPMENT & BUILDING MAINTENAN	N
21275	ELAN CORPORATE PAYMENT SYSTEMS		137.32		2 Transactions		
<b>118</b>	<b>DEPT Total:</b>		<b>137.32</b>	<b>COURTHOUSE MAINTENANCE</b>	<b>1 Vendors</b>	<b>2 Transactions</b>	
<b>129</b>	DEPT			VETERAN SERVICE OFFICER			
21275	ELAN CORPORATE PAYMENT SYSTEMS						
90	01-129-000-2751-6405		2.90	GRANT OUTREACH GIFT CARDS 05/31/2022 05/31/2022		OUTREACH	N

\*\*\* Redwood County \*\*\*



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIONS

1 GENERAL

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
91	01-129-000-2751-6405		287.10	GRANT OUTREACH GIFT CARDS 05/31/2022 05/31/2022		OUTREACH	N
92	01-129-000-2751-6405		290.00	GRANT OUTREACH GIFT CARDS 05/31/2022 05/31/2022		OUTREACH	N
93	01-129-000-0000-6202		30.04	PHONE COVER 06/02/2022 06/02/2022	0065868 2425	TELEPHONE/FAX EXPENSE	N
<b>21275 ELAN CORPORATE PAYMENT SYSTEMS</b>			<b>610.04</b>	<b>4 Transactions</b>			
<b>129</b>	<b>DEPT Total:</b>		<b>610.04</b>	<b>VETERAN SERVICE OFFICER</b>	<b>1 Vendors</b>	<b>4 Transactions</b>	
<b>201</b>	DEPT 21275 <b>ELAN CORPORATE PAYMENT SYSTEMS</b>			SHERIFF			
71	01-201-000-0000-6334		500.00	LODGING - MC & MZ 06/05/2022 06/05/2022		LODGING & EXPENSE	N
66	01-201-000-0000-6242		75.00	REG @ BCA TRAINING - MC 05/27/2022 05/27/2022	061706	DUES & REGISTRATION FEES	N
79	01-201-000-0000-6356		35.04	ZIPLOCK BAGS - JAIL KITCHEN 06/20/2022 06/20/2022	1289031 2425	BOARDING PRISONER MEAL EXPENS	N
76	01-201-000-0000-6401		344.49	CHAIR - BOOKING ROOM 06/15/2022 06/15/2022	1399432 2425	OFFICE SUPPLIES & EQUIPMENT MAI	N
83	01-201-000-0000-6242		275.00	REG @ CRIMINAL JUSTICE TR - LB 05/31/2022 05/31/2022	33891	DUES & REGISTRATION FEES	N
81	01-201-000-0000-6401		51.90	FILE FOLDERS 06/20/2022 06/20/2022	4124259	OFFICE SUPPLIES & EQUIPMENT MAI	N
70	01-201-000-0000-6302		13.99	DRONE BLADES 06/02/2022 06/02/2022	8746664 2425	POLICE EQUIPMENT MAINTENANCE	N
<b>21275 ELAN CORPORATE PAYMENT SYSTEMS</b>			<b>1,295.42</b>	<b>7 Transactions</b>			
<b>201</b>	<b>DEPT Total:</b>		<b>1,295.42</b>	<b>SHERIFF</b>	<b>1 Vendors</b>	<b>7 Transactions</b>	
<b>249</b>	DEPT 21275 <b>ELAN CORPORATE PAYMENT SYSTEMS</b>			OTHER PUBLIC SAFETY			
62	01-249-000-2815-6802		15.00	CANTEEN SUPPLIES 05/20/2022 05/20/2022		CANTEEN EXPENSES	N
63	01-249-000-2815-6802		59.11	CANTEEN SUPPLIES 05/24/2022 05/24/2022		CANTEEN EXPENSES	N
64	01-249-000-2815-6802		22.50	CANTEEN SUPPLIES 05/26/2022 05/26/2022		CANTEEN EXPENSES	N

\*\*\* Redwood County \*\*\*



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIONS

1 GENERAL

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
65	01-249-000-2815-6802		45.00	CANTEEN SUPPLIES 05/27/2022 05/27/2022		CANTEEN EXPENSES	N
67	01-249-000-2815-6802		33.75	CANTEEN SUPPLIES 05/31/2022 05/31/2022		CANTEEN EXPENSES	N
68	01-249-000-2815-6802		47.50	CANTEEN SUPPLIES 05/31/2022 05/31/2022		CANTEEN EXPENSES	N
69	01-249-000-2815-6802		165.00	CANTEEN SUPPLIES 05/17/2022 05/17/2022		CANTEEN EXPENSES	N
72	01-249-000-2815-6802		26.25	CANTEEN SUPPLIES 06/07/2022 06/07/2022		CANTEEN EXPENSES	N
74	01-249-000-2815-6802		7.50	CANTEEN SUPPLIES 06/09/2022 06/09/2022		CANTEEN EXPENSES	N
75	01-249-000-2815-6802		17.50	CANTEEN SUPPLIES 06/14/2022 06/14/2022		CANTEEN EXPENSES	N
77	01-249-000-2815-6802		31.25	CANTEEN SUPPLIES 06/17/2022 06/17/2022		CANTEEN EXPENSES	N
80	01-249-000-2815-6802		76.25	CANTEEN SUPPLIES 06/21/2022 06/21/2022		CANTEEN EXPENSES	N
78	01-249-000-2815-6802		13.12	HAIRTIES - JAIL 06/21/2022 06/21/2022	2282649 2425	CANTEEN EXPENSES	N
73	01-249-000-2815-6802		126.21	BOOKS 06/07/2022 06/07/2022	36203134	CANTEEN EXPENSES	N
82	01-249-000-2815-6802		6.60	SALES TAX REFUND - BOOKS 06/09/2022 06/21/2022	36203134	CANTEEN EXPENSES	N
<b>21275</b>	<b>ELAN CORPORATE PAYMENT SYSTEMS</b>		<b>679.34</b>		<b>15</b> Transactions		
<b>249</b>	<b>DEPT Total:</b>		<b>679.34</b>	<b>OTHER PUBLIC SAFETY</b>	<b>1</b> Vendors		<b>15</b> Transactions
<b>520</b>	DEPT 21275 <b>ELAN CORPORATE PAYMENT SYSTEMS</b>			PARKS			
86	01-520-000-0000-6301		57.95	BOX FAN, BATTERIES 05/30/2022 05/30/2022		EQUIPMENT & BUILDING MAINTENAN	N
88	01-520-000-0000-6301		118.91	BATTS, RAIL LIGHT 06/08/2022 06/08/2022		EQUIPMENT & BUILDING MAINTENAN	N
85	01-520-000-0000-6401		62.05	LIGHT BULBS, PT, ENV, PENS 05/25/2022 05/25/2022		OFFICE SUPPLIES & EQUIPMENT MAI	N
24	01-520-000-0000-6301		101.89	PADLOCKS 06/06/2022 06/06/2022	1275453 2425	EQUIPMENT & BUILDING MAINTENAN	N
21	01-520-000-0000-6301		159.99	COMMERCIAL DOOR CLOSER	3624205	EQUIPMENT & BUILDING MAINTENAN	N

\*\*\* Redwood County \*\*\*

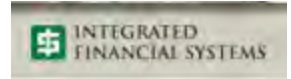


Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIONS

1 GENERAL

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
23	01-520-000-0000-6401		13.99	05/25/2022 05/25/2022 LAMINATOR SHEETS	2425 4320220	OFFICE SUPPLIES & EQUIPMENT MAI	N
22	01-520-000-0000-6301		133.97	06/02/2022 06/02/2022 VOLLEYBALL COURT KIT	2425 5412225	EQUIPMENT & BUILDING MAINTENAN	N
87	01-520-000-0000-6301		107.31	05/26/2022 05/26/2022 PATIO MAT	2425 7002845907	EQUIPMENT & BUILDING MAINTENAN	N
89	01-520-000-0000-6401		35.47	06/04/2022 06/04/2022 ICE CREAM FOR RESALE	786144198	OFFICE SUPPLIES & EQUIPMENT MAI	N
84	01-520-000-0000-6401		158.64	06/13/2022 06/13/2022 ICE CREAM FOR RESALE	STMT	OFFICE SUPPLIES & EQUIPMENT MAI	N
				05/23/2022 05/23/2022			
	<b>21275 ELAN CORPORATE PAYMENT SYSTEMS</b>		<b>950.17</b>		<b>10</b> Transactions		
<b>520</b>	<b>DEPT Total:</b>		<b>950.17</b>	<b>PARKS</b>	<b>1 Vendors</b>	<b>10 Transactions</b>	
<b>601</b>	DEPT			AGRICULTURAL INSPECTION			
	<b>21275 ELAN CORPORATE PAYMENT SYSTEMS</b>						
20	01-601-000-0000-6242		19.00-	SUBSCRIPTION REFUND		DUES & REGISTRATION FEES	N
				05/23/2022 05/23/2022			
19	01-601-000-0000-6242		16.09	TELECOM SOFTWARE - ZOOM	149426614	DUES & REGISTRATION FEES	N
				05/23/2022 06/22/2022			
	<b>21275 ELAN CORPORATE PAYMENT SYSTEMS</b>		<b>2.91-</b>		<b>2</b> Transactions		
<b>601</b>	<b>DEPT Total:</b>		<b>2.91-</b>	<b>AGRICULTURAL INSPECTION</b>	<b>1 Vendors</b>	<b>2 Transactions</b>	
<b>602</b>	DEPT			EXTENSION			
	<b>21275 ELAN CORPORATE PAYMENT SYSTEMS</b>						
2	01-602-000-0000-6401		116.48	BAGS, CONTAINERS, CLIPBOARD	4222230-272878	OFFICE SUPPLIES & EQUIPMENT MAI	N
				05/31/2022 05/31/2022			
3	01-602-000-0000-6401		54.72	NAME TAGS, CONTAINERS	4222230-272878	OFFICE SUPPLIES & EQUIPMENT MAI	N
				05/31/2022 05/31/2022			
	<b>21275 ELAN CORPORATE PAYMENT SYSTEMS</b>		<b>171.20</b>		<b>2</b> Transactions		
<b>602</b>	<b>DEPT Total:</b>		<b>171.20</b>	<b>EXTENSION</b>	<b>1 Vendors</b>	<b>2 Transactions</b>	
<b>620</b>	DEPT			SOIL AND WATER CONSERVATION DISTI			
	<b>21275 ELAN CORPORATE PAYMENT SYSTEMS</b>						
94	01-620-000-0000-6401		17.95	POSTAGE		OFFICE SUPPLIES & EQUIP MNTCE	N

\*\*\* **Redwood County** \*\*\*



Audit List for Board **MANUAL WARRANTS/VOIDS/CORRECTIONS**

1 GENERAL

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
96	01-620-000-0000-6401		1.36	05/20/2022 05/20/2022 POSTAGE		OFFICE SUPPLIES & EQUIP MNTCE	N
97	01-620-000-0000-6401		17.40	06/09/2022 06/09/2022 POSTAGE		OFFICE SUPPLIES & EQUIP MNTCE	N
95	01-620-000-0000-6242		65.00	06/13/2022 06/13/2022 REG @ SOIL HEALTH CON	475011	DUES & REGISTRATION	N
				08/09/2022 08/10/2022			
<b>21275</b>	<b>ELAN CORPORATE PAYMENT SYSTEMS</b>		<b>101.71</b>		<b>4 Transactions</b>		
<b>620</b>	<b>DEPT Total:</b>		<b>101.71</b>	<b>SOIL AND WATER CONSERVATION DIST</b>	<b>1 Vendors</b>	<b>4 Transactions</b>	
<b>704</b>	DEPT			OTHER ECONOMIC DEVELOPMENT			
	<b>21275 ELAN CORPORATE PAYMENT SYSTEMS</b>						
41	01-704-000-0000-6401		119.40	06/11/2022 06/11/2022 SOFTWARE RENEWAL	03448-13570777	EDA OFFICE SUPPLIES	N
<b>21275</b>	<b>ELAN CORPORATE PAYMENT SYSTEMS</b>		<b>119.40</b>		<b>1 Transactions</b>		
<b>704</b>	<b>DEPT Total:</b>		<b>119.40</b>	<b>OTHER ECONOMIC DEVELOPMENT</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
<b>1</b>	<b>Fund Total:</b>		<b>8,783.72</b>	<b>GENERAL</b>		<b>76 Transactions</b>	

\*\*\* Redwood County \*\*\*



Audit List for Board **MANUAL WARRANTS/VOIDS/CORRECTIONS**

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
<b>301</b>	<b>DEPT</b>			<b>ROAD &amp; BRIDGE ADMINISTRATION</b>			
21275	<b>ELAN CORPORATE PAYMENT SYSTEMS</b>						
14	03-301-000-0000-6334		264.80	LODGING @ TRAINING - AS 06/15/2022 06/17/2022	632453	LODGING & EXPENSE	N
12	03-301-000-0000-6401		35.54	PHONE SCREEN PROTECTORS 06/14/2022 06/14/2022	6434604 2425	OFFICE SUPPLIES	N
7	03-301-000-0000-6332		250.00	REG @ SIGNAL & LIGHT RECERT 05/24/2022 05/24/2022	702308	STAFF DEVELOPMENT	N
8	03-301-000-0000-6332		5.38	REG @ SIGNAL & LIGHT RECERT 05/24/2022 05/24/2022	702308	STAFF DEVELOPMENT	N
	<b>21275 ELAN CORPORATE PAYMENT SYSTEMS</b>		<b>555.72</b>	<b>4 Transactions</b>			
<b>301</b>	<b>DEPT Total:</b>		<b>555.72</b>	<b>ROAD &amp; BRIDGE ADMINISTRATION</b>	<b>1 Vendors</b>	<b>4 Transactions</b>	
<b>320</b>	<b>DEPT</b>			<b>HIGHWAY CONSTRUCTION &amp; ENGINEER</b>			
21275	<b>ELAN CORPORATE PAYMENT SYSTEMS</b>						
9	03-320-000-0000-6291		100.00	DNR WATER PERMITS 05/24/2022 05/24/2022	BURWAT-260770	PROFESSIONAL & TECHNICAL SERVI	N
13	03-320-000-0000-6505		393.01	WIDE PLASTIC JARS 05/18/2022 05/18/2022	WEB1936759993	ENG. & CONST.MATERIALS & SUPPLI	N
	<b>21275 ELAN CORPORATE PAYMENT SYSTEMS</b>		<b>493.01</b>	<b>2 Transactions</b>			
<b>320</b>	<b>DEPT Total:</b>		<b>493.01</b>	<b>HIGHWAY CONSTRUCTION &amp; ENGINEER</b>	<b>1 Vendors</b>	<b>2 Transactions</b>	
<b>330</b>	<b>DEPT</b>			<b>EQUIPMENT MAINTENANCE &amp; SHOP</b>			
21275	<b>ELAN CORPORATE PAYMENT SYSTEMS</b>						
11	03-330-000-0000-6503		648.15	COMPRESSOR 06/14/2022 06/14/2022	40091	EQUIPMENT REPAIR PARTS & SUPPL	N
10	03-330-000-0000-6503		518.96	PUMP 06/07/2022 06/07/2022	72873625	EQUIPMENT REPAIR PARTS & SUPPL	N
	<b>21275 ELAN CORPORATE PAYMENT SYSTEMS</b>		<b>1,167.11</b>	<b>2 Transactions</b>			
<b>330</b>	<b>DEPT Total:</b>		<b>1,167.11</b>	<b>EQUIPMENT MAINTENANCE &amp; SHOP</b>	<b>1 Vendors</b>	<b>2 Transactions</b>	
<b>3</b>	<b>Fund Total:</b>		<b>2,215.84</b>	<b>ROAD AND BRIDGE</b>		<b>8 Transactions</b>	



RACHELW  
6/29/22 11:34AM  
10 BUILDING FUND

\*\*\* Redwood County \*\*\*



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIONS

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
119	DEPT			BUILDINGS AND PLANT			
	21275 ELAN CORPORATE PAYMENT SYSTEMS						
33	10-119-000-2720-6619		495.00	PHONE TO FIBER DEVICE 05/24/2022 05/24/2022	0210603 2425	ADDITION: JUSTICE CENTER	N
34	10-119-000-2720-6619		174.99	POWER OVER ETHERNET 05/26/2022 05/26/2022	0997047 2425	ADDITION: JUSTICE CENTER	N
36	10-119-000-2720-6619		399.95	WIRELESS ACCESS POINT 05/26/2022 05/26/2022	0997047 2425	ADDITION: JUSTICE CENTER	N
45	10-119-000-2720-6619		1,497.93	ETHERNET CABLES, MONITORS 06/09/2022 06/09/2022	3672213 2425	ADDITION: JUSTICE CENTER	N
35	10-119-000-2720-6619		445.47	WIRELESS ACCESS POINT 05/26/2022 05/26/2022	9184202 2425	ADDITION: JUSTICE CENTER	N
	21275 ELAN CORPORATE PAYMENT SYSTEMS		3,013.34	5 Transactions			
119	DEPT Total:		3,013.34	BUILDINGS AND PLANT	1 Vendors	5 Transactions	
10	Fund Total:		3,013.34	BUILDING FUND		5 Transactions	

RACHELW  
6/29/22 11:34AM  
15 DITCH

\*\*\* Redwood County \*\*\*



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIONS

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
611	DEPT			DITCH MAINTENANCE			
	21275 ELAN CORPORATE PAYMENT SYSTEMS						
18	15-611-000-0000-6564		129.87	TRUCK BED LINER 05/20/2022 05/20/2022	1019-5140	COUNTY VEHICLE EXPENSE	N
25	15-611-000-0000-6411		526.13	PRINTER 06/09/2022 06/09/2022	806653513982	FIELD SUPPLIES/EXPENSES	N
26	15-611-000-0000-6411		91.67	TONER 06/15/2022 06/15/2022	8514626 2425	FIELD SUPPLIES/EXPENSES	N
	21275 ELAN CORPORATE PAYMENT SYSTEMS		747.67	3 Transactions			
611	DEPT Total:		747.67	DITCH MAINTENANCE	1 Vendors	3 Transactions	
15	Fund Total:		747.67	DITCH		3 Transactions	

\*\*\* **Redwood County** \*\*\*

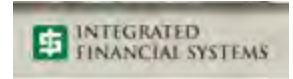


Audit List for Board **MANUAL WARRANTS/VOIDS/CORRECTIONS**

**73** INSURANCE

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
<b>801</b>	DEPT			NON-DEPARTMENTAL			
	<b>21275 ELAN CORPORATE PAYMENT SYSTEMS</b>						
30	73-801-000-0000-6178		47.42	MUNCH BETTER SNACKS 05/18/2022 05/18/2022	0060214 2425	EMPLOYEE WELLNESS	N
27	73-801-000-0000-6178		12.91	MUNCH BETTER SNACKS 05/18/2022 05/18/2022	2678636 2425	EMPLOYEE WELLNESS	N
37	73-801-000-0000-6178		8.29	MUNCH BETTER SNACKS 05/18/2022 05/18/2022	3717827 2425	EMPLOYEE WELLNESS	N
38	73-801-000-0000-6178		27.99	BIRTHDAY & ANNIV CANDY - WELL 05/25/2022 05/25/2022	6697017 2425	EMPLOYEE WELLNESS	N
28	73-801-000-0000-6178		16.70	MUNCH BETTER SNACKS 05/18/2022 05/18/2022	6948236 2425	EMPLOYEE WELLNESS	N
	<b>21275 ELAN CORPORATE PAYMENT SYSTEMS</b>		<b>113.31</b>	<b>5 Transactions</b>			
<b>801</b>	<b>DEPT Total:</b>		<b>113.31</b>	<b>NON-DEPARTMENTAL</b>	<b>1 Vendors</b>	<b>5 Transactions</b>	
<b>73</b>	<b>Fund Total:</b>		<b>113.31</b>	<b>INSURANCE</b>		<b>5 Transactions</b>	
	<b>Final Total:</b>		<b>14,873.88</b>	<b>22 Vendors</b>	<b>97 Transactions</b>		

\*\*\* **Redwood County** \*\*\*



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	8,783.72	GENERAL
3	2,215.84	ROAD AND BRIDGE
10	3,013.34	BUILDING FUND
15	747.67	DITCH
73	113.31	INSURANCE
<b>All Funds</b>	<b>14,873.88</b>	<b>Total</b>

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

## ROAD & BRIDGE AGENDA

July 5, 2022

1. Authorize to pay bills
2. Approve final payment for 19-11 (SAP 064-701-019 & SAP 065-601-013)
3. Approve MnDOT Master Partnership Agreement 1050092
4. Approve Resolution for MnDOT Master Partnership Agreement 1050092
5. Approve Bridge Priority List
6. Approve Professional Services Agreement for Bridge Investment Program Planning Grant Application
7. Approve resolution in support of Bridge Investment Program Planning Grant application
8. Authorization to advertise Waterbury Township Bridge L6863 Replacement (SAP 064-599-121)

### Other:

1. Construction Update
2. Maintenance Update
3. Budget Update

\*\*\* Redwood County \*\*\*



REVENUES & EXPENDITURES BUDGET REPORT As of 06/2022

Report Basis: Modified Accrual

3 FUND

ROAD AND BRIDGE

<u>Account Number</u>	<u>Status</u>	<u>Quarter To Date</u>	<u>Year To Date</u>	<u>Percent of Year Budget</u>	<u>50% % of BDG</u>
301 DEPT	ROAD & BRIDGE ADMINISTRATION				
----- REVENUES -----					
03-301-000-0000-5001	PROPERTY TAXES-CURRENT	1,129,693.56-	1,129,693.56-	1,973,649.00-	57
03-301-000-0000-5004	PROPERTY TAXES-DELINQUENT	2,987.55-	2,987.55-	4,164.00-	72
03-301-000-0000-5007	MOBILE HOME TAXES-CURRENT	0.00	0.00	164.00-	0
03-301-000-0000-5015	WHEELAGE TAX	96,064.12-	159,229.87-	360,000.00-	44
03-301-000-0000-5016	LOCAL SALES TAX	249,809.36-	327,627.20-	950,000.00-	34
03-301-000-0000-5020	SEVERED MINERAL TAXES	0.00	6.29-	7.00-	90
03-301-000-0000-5205	DISPARITY REDUCTION AID	0.00	0.00	6,392.00-	0
03-301-000-0000-5208	MARKET VALUE CREDIT	0.00	0.00	56,703.00-	0
03-301-000-0000-5225	SPECIAL TOWN BRIDGE	1,496,313.58-	1,496,313.58-	0.00	0
03-301-000-0000-5230	TOWN BRIDGE REVENUE	170,657.69-	302,900.60-	970,431.00-	31
03-301-000-0000-5235	TOWN ROAD REVENUE	0.00	890,527.00-	602,755.00-	148
03-301-000-0000-5240	ST. OF MN. - REG. MAINT.	208,854.40-	1,285,157.90-	2,113,607.00-	61
03-301-000-0000-5242	ST. OF MN. - MUN.MAINT.	38,710.89-	184,670.39-	246,910.00-	75
03-301-000-0000-5244	ST. OF MN. - REG.CONST.	1,446,850.34-	2,239,232.95-	2,229,241.00-	100
03-301-000-0000-5246	ST. OF MN - MUN. CONST.	0.00	0.00	370,365.00-	0
03-301-000-0000-5249	INTERGOVERNMENTAL REIMBURSEMENTS-LC	10,183.14-	10,183.14-	1,599,300.00-	1
03-301-000-0000-5333	BRIDGE BONDING REVENUE	78,760.70-	384,899.24-	0.00	0
03-301-000-0000-5386	REGENTS OF THE UNIVERSITY OF MN GRANT	5,600.00-	5,600.00-	0.00	0
03-301-000-0000-5455	FEDERAL FUNDS - HIGHWAY	360,741.44-	360,741.44-	2,523,344.00-	14
03-301-000-0000-5502	FEES & SERVICES	613.48-	613.48-	6,000.00-	10
03-301-000-0000-5503	OVERWEIGHT TRUCK PERMITS	1,150.00-	1,750.00-	11,000.00-	16
03-301-000-0000-5710	INTEREST INCOME	0.00	0.00	20,000.00-	0
03-301-000-0000-5810	LAND LEASE & RENTAL	0.00	0.00	50.00-	0
03-301-000-0000-5850	SALES OF MATERIALS	25,644.64-	49,458.32-	50,000.00-	99
03-301-000-0000-5920	SALE OF CAPITAL ASSET	0.00	0.00	35,000.00-	0
----- EXPENDITURES -----					
03-301-000-0000-6103	SALARIES & WAGES-REGULAR	83,972.04	137,954.05	313,082.00	44
03-301-000-0000-6105	SALARIES & WAGES-PART TIME	0.00	1,710.00	25,000.00	7
03-301-000-0000-6107	SALARIES & WAGES-OVERTIME	86.25	86.25	0.00	0
03-301-000-0000-6113	MEAL EXPENSE-TAXABLE	17.17	17.17	200.00	9
03-301-000-0000-6153	EMPLOYER CAFETERIA CONTRIBUTION	10,290.72	20,581.44	41,163.00	50
03-301-000-0000-6163	PERA-COUNTY SHARE	6,287.12	10,335.77	23,481.00	44
03-301-000-0000-6172	WORKERS' COMPENSATION	0.00	33,073.00	34,000.00	97
03-301-000-0000-6175	FICA-COUNTY SHARE	4,985.21	8,249.59	20,961.00	39

\*\*\* Redwood County \*\*\*



REVENUES & EXPENDITURES BUDGET REPORT As of 06/2022

Report Basis: Modified Accrual

3 FUND

ROAD AND BRIDGE

Account Number	Status	Percent of Year		50% % of BDG		
		Quarter To Date	Year To Date			
03-301-000-0000-6176	MEDICARE-COUNTY SHARE	1,165.90	1,929.33	4,902.00 39		
03-301-000-0000-6202	TELEPHONE/FAX EXPENSE	4,909.25	8,908.71	22,000.00 40		
03-301-000-0000-6210	POSTAGE	318.55	1,308.55	2,500.00 52		
03-301-000-0000-6230	PRINTING & PUBLISHING	210.82	1,050.01	900.00 117		
03-301-000-0000-6235	DOR LOCAL SALES TAX COSTS	5,131.26	6,879.91	0.00 0		
03-301-000-0000-6241	SUBSCRIPTIONS	0.00	0.00	200.00 0		
03-301-000-0000-6242	DUES	0.00	3,225.00	3,600.00 90		
03-301-000-0000-6262	STATE AUDIT	0.00	0.00	1,700.00 0		
03-301-000-0000-6291	PROFESSIONAL & TECHNICAL SERVICES	6,088.00	13,998.80	13,000.00 108		
03-301-000-0000-6310	OFFICE EQUIPMENT REPAIR & MAINT.	443.31-	619.89	2,500.00 25		
03-301-000-0000-6331	MILEAGE	0.00	252.72	2,000.00 13		
03-301-000-0000-6332	STAFF DEVELOPMENT	1,791.19	3,572.45	4,500.00 79		
03-301-000-0000-6334	LODGING & EXPENSE	359.30	1,033.30	1,500.00 69		
03-301-000-0000-6351	INSURANCE-PROPERTY & LIABILITY	520.00	70,307.00	70,000.00 100		
03-301-000-0000-6401	OFFICE SUPPLIES	1,533.37	2,275.19	4,000.00 57		
03-301-000-0000-6507	MISCELLANEOUS EXPENSES	0.00	1,057.75	1,200.00 88		
03-301-000-0000-6891	EXP REIMBURSEMENTS - EXTERNAL	2,671.87-	4,057.33-	8,200.00- 49		
03-301-000-0000-6892	EXP REIMBURSEMENTS - OTHER FUNDS	5,958.63-	5,958.63-	0.00 0		
<b>301 DEPT</b>	<b>Totals ROAD &amp; BRIDGE ADMINISTRATION</b>	<b>Revenue</b>	<b>5,322,634.89-</b>	<b>8,831,592.51-</b>	<b>14,129,082.00-</b>	<b>63</b>
		<b>Expend.</b>	<b>118,592.34</b>	<b>318,409.92</b>	<b>584,189.00</b>	<b>55</b>
		<b>Net</b>	<b>5,204,042.55-</b>	<b>8,513,182.59-</b>	<b>13,544,893.00-</b>	<b>63</b>
310 DEPT	HIGHWAY MAINTENANCE					
----- REVENUES -----						
03-310-000-0000-5249	INTERGOVERNMENTAL REIMBURSEMENTS-LC		5,993.70-	5,993.70-	4,000.00-	150
----- EXPENDITURES -----						
03-310-000-0000-6103	SALARIES & WAGES-REGULAR		257,370.02	414,398.41	1,005,451.00	41
03-310-000-0000-6105	SALARIES & WAGES-PART TIME		8,226.33	14,205.49	11,000.00	129
03-310-000-0000-6107	SALARIES & WAGES-OVERTIME		5,571.93	17,954.00	17,175.00	105
03-310-000-0000-6113	MEAL EXPENSE-TAXABLE		46.43	46.43	200.00	23
03-310-000-0000-6153	EMPLOYER CAFETERIA CONTRIBUTION		57,051.04	107,618.72	244,443.00	44
03-310-000-0000-6163	PERA-COUNTY SHARE		19,720.65	32,420.01	77,659.00	42
03-310-000-0000-6175	FICA-COUNTY SHARE		15,825.53	25,697.65	64,880.00	40
03-310-000-0000-6176	MEDICARE-COUNTY SHARE		3,701.13	6,009.91	15,174.00	40
03-310-000-0000-6202	TELEPHONE/FAX EXPENSE		90.00	180.00	570.00	32
03-310-000-0000-6292	CONTRACT PAYMENTS		0.00	0.00	75,000.00	0
03-310-000-0000-6341	EQUIPMENT RENTAL		12,426.05	12,426.05	80,000.00	16
03-310-000-0000-6501	ROAD MAINTENANCE SUPPLIES & MATERIALS		178,943.43	182,193.03	874,000.00	21

\*\*\* Redwood County \*\*\*



REVENUES & EXPENDITURES BUDGET REPORT As of 06/2022

Report Basis: Modified Accrual

3 FUND ROAD AND BRIDGE		Status	Quarter To Date	Year To Date	Percent of Year Budget	50% % of BDG
<u>Account Number</u>						
03-310-000-0000-6506	MINOR EQUIP. PURCHASES		0.00	0.00	500.00	0
03-310-000-0000-6507	MISCELLANEOUS EXPENSES		8,555.24	11,460.92	11,000.00	104
03-310-000-0000-6508	TOWN ROAD DISTRIBUTION		0.00	890,527.00	602,755.00	148
03-310-000-0000-6601	CAPITAL OUTLAY (\$5,000 AND OVER)		395,327.35	395,327.35	646,000.00	61
03-310-000-0000-6705	BOND INTEREST PAYMENTS 2021A BOND		0.00	0.00	209,280.00	0
03-310-000-0000-6910	TRANSFERS IN		341,000.00-	341,000.00-	0.00	0
<b>310 DEPT</b>	<b>Totals HIGHWAY MAINTENANCE</b>	<b>Revenue</b>	<b>5,993.70-</b>	<b>5,993.70-</b>	<b>4,000.00-</b>	<b>150</b>
		<b>Expend.</b>	<b>621,855.13</b>	<b>1,769,464.97</b>	<b>3,935,087.00</b>	<b>45</b>
		<b>Net</b>	<b>615,861.43</b>	<b>1,763,471.27</b>	<b>3,931,087.00</b>	<b>45</b>
320 DEPT	HIGHWAY CONSTRUCTION & ENGINEERING					
----- REVENUES -----						
03-320-000-0000-5249	INTERGOVERNMENTAL REIMBURSEMENTS-LC		345,000.00-	365,000.00-	60,000.00-	608
----- EXPENDITURES -----						
03-320-000-0000-6103	SALARIES & WAGES-REGULAR		56,772.80	82,544.49	196,165.00	42
03-320-000-0000-6105	SALARIES & WAGES-PART TIME		3,206.81	3,206.81	8,600.00	37
03-320-000-0000-6107	SALARIES & WAGES-OVERTIME		4,034.11	4,034.11	11,000.00	37
03-320-000-0000-6113	MEAL EXPENSE-TAXABLE		46.93	46.93	0.00	0
03-320-000-0000-6153	EMPLOYER CAFETERIA CONTRIBUTION		13,980.00	22,977.00	55,920.00	41
03-320-000-0000-6163	PERA-COUNTY SHARE		4,473.43	6,406.31	15,537.00	41
03-320-000-0000-6175	FICA-COUNTY SHARE		3,554.43	4,917.34	13,775.00	36
03-320-000-0000-6176	MEDICARE-COUNTY SHARE		831.27	1,150.02	3,221.00	36
03-320-000-0000-6230	PRINTING & PUBLISHING		0.00	0.00	400.00	0
03-320-000-0000-6291	PROFESSIONAL & TECHNICAL SERVICES		223,915.64	325,677.78	706,650.00	46
03-320-000-0000-6292	CONTRACT PAYMENTS		4,971,954.47	4,514,805.15	13,102,283.00	34
03-320-000-0000-6295	CSAH BONDING CONTRACT PAYMENTS		894,722.16	894,722.16	0.00	0
03-320-000-0000-6366	RIGHT OF WAY - PERMANENT EASEMENTS		3,603.40	6,039.40	187,000.00	3
03-320-000-0000-6367	RIGHT OF WAY-TEMP.EASE.& OTHER		1,820.52	1,820.52	10,000.00	18
03-320-000-0000-6505	ENG. & CONST.MATERIALS & SUPPLIESS		27,667.14	30,340.09	0.00	0
03-320-000-0000-6507	MISCELLANEOUS EXPENSES		0.00	0.00	200.00	0
<b>320 DEPT</b>	<b>Totals HIGHWAY CONSTRUCTION &amp; ENGINEERING</b>	<b>Revenue</b>	<b>345,000.00-</b>	<b>365,000.00-</b>	<b>60,000.00-</b>	<b>608</b>
		<b>Expend.</b>	<b>6,210,583.11</b>	<b>5,898,688.11</b>	<b>14,310,751.00</b>	<b>41</b>
		<b>Net</b>	<b>5,865,583.11</b>	<b>5,533,688.11</b>	<b>14,250,751.00</b>	<b>39</b>
330 DEPT	EQUIPMENT MAINTENANCE & SHOP					
----- EXPENDITURES -----						
03-330-000-0000-6103	SALARIES & WAGES-REGULAR		32,250.40	52,675.64	123,947.00	42
03-330-000-0000-6107	SALARIES & WAGES-OVERTIME		0.00	1,506.22	2,900.00	52
03-330-000-0000-6153	EMPLOYER CAFETERIA CONTRIBUTION		5,145.36	8,575.60	30,223.00	28



\*\*\* Redwood County \*\*\*



REVENUES & EXPENDITURES BUDGET REPORT As of 06/2022

Report Basis: Modified Accrual

Account Number	Status	Quarter To Date	Year To Date	Percent of Year	
				Budget	% of BDG
03-330-000-0000-6163	PERA-COUNTY SHARE	2,418.78	4,063.64	9,671.00	42
03-330-000-0000-6175	FICA-COUNTY SHARE	1,923.75	3,243.15	7,995.00	41
03-330-000-0000-6176	MEDICARE-COUNTY SHARE	449.92	758.48	1,870.00	41
03-330-000-0000-6251	UTILITIES	14,913.10	30,836.65	65,000.00	47
03-330-000-0000-6305	BLDG - REPAIRS & MAINTENANCE	14,579.42	31,908.78	53,000.00	60
03-330-000-0000-6306	MAINTENANCE - EQUIPMENT	9,619.76	11,984.85	50,000.00	24
03-330-000-0000-6502	SHOP MATERIALS & SUPPLIES	34,297.53	39,968.35	50,000.00	80
03-330-000-0000-6503	EQUIPMENT REPAIR PARTS & SUPPLIES	77,410.80	109,135.32	175,000.00	62
03-330-000-0000-6504	FUEL	107,166.56	148,331.75	240,000.00	62
03-330-000-0000-6506	MINOR EQUIP. PURCHASES	0.00	0.00	25,000.00	0
03-330-000-0000-6507	MISCELLANEOUS EXPENSES	0.00	0.00	15,000.00	0
03-330-000-0000-6601	CAPITAL OUTLAY (\$5,000 AND OVER)	0.00	0.00	5,000.00	0
<b>330 DEPT</b>	<b>Totals EQUIPMENT MAINTENANCE &amp; SHOP</b>				
		<b>Revenue</b>			
		<b>Expend.</b>	<b>300,175.38</b>	<b>442,988.43</b>	<b>52</b>
		<b>Net</b>	<b>300,175.38</b>	<b>442,988.43</b>	<b>52</b>
340 DEPT	ROAD & BRIDGE OTHER COSTS				
----- EXPENDITURES -----					
03-340-000-0000-6507	MISCELLANEOUS EXPENSES	0.00	2,104.07	0.00	0
<b>340 DEPT</b>	<b>Totals ROAD &amp; BRIDGE OTHER COSTS</b>				
		<b>Revenue</b>			
		<b>Expend.</b>	<b>0.00</b>	<b>2,104.07</b>	<b>0</b>
		<b>Net</b>	<b>0.00</b>	<b>2,104.07</b>	<b>0</b>
<b>3 FUND</b>	<b>Totals ROAD AND BRIDGE</b>				
		<b>Revenue</b>	<b>5,673,628.59</b>	<b>9,202,586.21</b>	<b>65</b>
		<b>Expend.</b>	<b>7,251,205.96</b>	<b>8,431,655.50</b>	<b>43</b>
		<b>Net</b>	<b>1,577,577.37</b>	<b>770,930.71</b>	<b>14</b>
<b>FINAL TOTALS</b>	<b>103 Accounts</b>				
		<b>Revenue</b>	<b>5,673,628.59</b>	<b>9,202,586.21</b>	<b>65</b>
		<b>Expend.</b>	<b>7,251,205.96</b>	<b>8,431,655.50</b>	<b>43</b>
		<b>Net</b>	<b>1,577,577.37</b>	<b>770,930.71</b>	<b>14</b>

*Anthony J. Sellner* 6/28/2022  
 \_\_\_\_\_  
 Anthony J. Sellner, Co. Engr.



**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b>	7/5/2022	<b>Originating Dept.:</b>	Highway
<b>Preferred 2<sup>nd</sup> Date:</b>	NEXT AVAILABLE		
<b>Discussion Item:</b>		<b>Presenter:</b>	Anthony Sellner, P.E.
Approve Bills		<b>estimated time needed:</b>	5 mins
<b>Board Action:</b> <input checked="" type="checkbox"/> Yes, action required <input type="checkbox"/> No, informational only			

**If Action, Board Motion Requested:**

Approve RCHD June bills.

**Background Information:**

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

**Administrators Comments:**

Reviewed by Administrator:  Yes  No

**\*\* The deadline for submitting items is 4:30 p.m. Wednesday prior to a Tuesday board day \*\***

**\*\*\* Redwood County \*\*\***



IFX  
6/29/22 10:30AM  
3 ROAD AND BRIDGE

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

	<u>Vendor</u>	<u>Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
	<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
	<b>76720</b>	<b>AUTO VALUE OF REDWOOD FALLS</b>						
1		03-330-000-0000-6502		121.92	shop supplies		SHOP MATERIALS & SUPPLIES	N
2		03-330-000-0000-6503		118.93	repair parts		EQUIPMENT REPAIR PARTS & SUPP	N
	<b>76720</b>	<b>AUTO VALUE OF REDWOOD FALLS</b>		<b>240.85</b>		<b>2 Transactions</b>		
	<b>7570</b>	<b>BOLTON &amp; MENK INC</b>						
4		03-320-000-0000-6291		32,191.00	consultant engr		PROFESSIONAL & TECHNICAL SER	N
	<b>7570</b>	<b>BOLTON &amp; MENK INC</b>		<b>32,191.00</b>		<b>1 Transactions</b>		
	<b>8165</b>	<b>BREE/JOAN E</b>						
3		03-330-000-0000-6305		720.00	janitorial services		BLDG - REPAIRS & MAINTENANCE	Y
	<b>8165</b>	<b>BREE/JOAN E</b>		<b>720.00</b>		<b>1 Transactions</b>		
	<b>8459</b>	<b>BROCK WHITE COMPANY</b>						
5		03-330-000-0000-6503		370.75	repair parts		EQUIPMENT REPAIR PARTS & SUPP	N
	<b>8459</b>	<b>BROCK WHITE COMPANY</b>		<b>370.75</b>		<b>1 Transactions</b>		
	<b>11941</b>	<b>CHRISTENSEN/BOB</b>						
7		03-330-000-0000-6305		75.00	shop mowing		BLDG - REPAIRS & MAINTENANCE	Y
	<b>11941</b>	<b>CHRISTENSEN/BOB</b>		<b>75.00</b>		<b>1 Transactions</b>		
	<b>11970</b>	<b>CINTAS CORPORATION</b>						
6		03-330-000-0000-6502		370.48	shop supplies		SHOP MATERIALS & SUPPLIES	N
	<b>11970</b>	<b>CINTAS CORPORATION</b>		<b>370.48</b>		<b>1 Transactions</b>		
	<b>18802</b>	<b>DUININCK INC</b>						
8		03-310-000-0000-6501		79,784.54	patching material		ROAD MAINTENANCE SUPPLIES & M	N
9		03-310-000-0000-6501		41,376.37	gravel		ROAD MAINTENANCE SUPPLIES & M	N
10		03-310-000-0000-6501		1,248.30	rip rap		ROAD MAINTENANCE SUPPLIES & M	N
	<b>18802</b>	<b>DUININCK INC</b>		<b>122,409.21</b>		<b>3 Transactions</b>		
	<b>20730</b>	<b>ECOWATER SYSTEMS</b>						
11		03-301-000-0000-6401		46.00	office supplies		OFFICE SUPPLIES	N
	<b>20730</b>	<b>ECOWATER SYSTEMS</b>		<b>46.00</b>		<b>1 Transactions</b>		
	<b>21500</b>	<b>ELECTRIC MOTOR CO</b>						
12		03-330-000-0000-6502		30.00	shop supplies		SHOP MATERIALS & SUPPLIES	N
13		03-330-000-0000-6503		26.15	repair parts		EQUIPMENT REPAIR PARTS & SUPP	N
	<b>21500</b>	<b>ELECTRIC MOTOR CO</b>		<b>56.15</b>		<b>2 Transactions</b>		

\*\*\* Redwood County \*\*\*



IFX  
6/29/22 10:30AM  
3 ROAD AND BRIDGE

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
18	24500 FALLS AUTOMOTIVE 03-330-000-0000-6502		299.72	shop supplies		SHOP MATERIALS & SUPPLIES	N
19	03-330-000-0000-6503		76.50	repair parts		EQUIPMENT REPAIR PARTS & SUPP	N
	24500 FALLS AUTOMOTIVE		376.22		2 Transactions		
20	24589 FARMWARD COOPERATIVE 03-330-000-0000-6504		33,633.66	fuel		FUEL	N
	24589 FARMWARD COOPERATIVE		33,633.66		1 Transactions		
21	24594 FASTENAL COMPANY 03-330-000-0000-6502		686.10	shop supplies		SHOP MATERIALS & SUPPLIES	N
	24594 FASTENAL COMPANY		686.10		1 Transactions		
14	26702 FREEBURG/DAVID A & LORI J 03-320-000-0000-6366		260.10	ROW 64-598-027		RIGHT OF WAY - PERMANENT EASE	Y
15	03-320-000-0000-6367		48.74	ROW 64-598-027		RIGHT OF WAY-TEMP.EASE.& OTHE	Y
	26702 FREEBURG/DAVID A & LORI J		308.84		2 Transactions		
17	26703 FREEBURG/DOUGLAS H & BARBARA J 03-320-000-0000-6366		130.05	ROW 64-598-027		RIGHT OF WAY - PERMANENT EASE	Y
16	03-320-000-0000-6367		24.37	ROW 64-598-027		RIGHT OF WAY-TEMP.EASE.& OTHE	Y
	26703 FREEBURG/DOUGLAS H & BARBARA J		154.42		2 Transactions		
22	81090 GORDY SERBUS & SONS GRAVEL LLC 03-310-000-0000-6501		1,015.25	patching material		ROAD MAINTENANCE SUPPLIES & M	N
	81090 GORDY SERBUS & SONS GRAVEL LLC		1,015.25		1 Transactions		
23	43095 JOHN DEERE FINANCIAL 03-330-000-0000-6503		198.98	repair parts		EQUIPMENT REPAIR PARTS & SUPP	N
	43095 JOHN DEERE FINANCIAL		198.98		1 Transactions		
24	43242 JS ELECTRIC LLC 03-330-000-0000-6305		975.94	shop repairs		BLDG - REPAIRS & MAINTENANCE	Y
	43242 JS ELECTRIC LLC		975.94		1 Transactions		
25	47612 KLAUSE/TAYLOR P 03-320-000-0000-6367		358.49	ROW 64-607-048		RIGHT OF WAY-TEMP.EASE.& OTHE	Y
	47612 KLAUSE/TAYLOR P		358.49		1 Transactions		
	48900 KRIS ENGINEERING INC						

**\*\*\* Redwood County \*\*\***

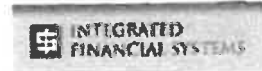


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Audit List for Board **COMMISSIONER'S VOUCHERS ENTRIES**

<u>Vendor No.</u>	<u>Name</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u> <u>Service Dates</u>	<u>Invoice #</u> <u>Paid On Bhf #</u>	<u>Account/Formula</u> <u>Description</u> <u>On Behalf of Name</u>	<u>1099</u>
26	48900 KRIS ENGINEERING INC			6,431.56 6,431.56	repair parts 1 Transactions		EQUIPMENT REPAIR PARTS & SUPP	N
27	50050 L & S CONSTRUCTION CORP 03-310-000-0000-6501			326.62 326.62	crushed rock 1 Transactions		ROAD MAINTENANCE SUPPLIES & M	N
28	50900 LAVOY'S REPAIR LLC 03-330-000-0000-6503			54.70 54.70	repair parts 1 Transactions		EQUIPMENT REPAIR PARTS & SUPP	N
30	53100 LOCATORS & SUPPLIES INC 03-310-000-0000-6501			224.33 224.33	safety supplies 1 Transactions		ROAD MAINTENANCE SUPPLIES & M	N
29	53227 LOFFLER COMPANIES INC 03-301-000-0000-6310			104.96 104.96	copier agreement 1 Transactions		OFFICE EQUIPMENT REPAIR & MAINT	N
31	55610 M-R SIGN CO 03-310-000-0000-6501			1,369.40 1,369.40	sign supplies 1 Transactions		ROAD MAINTENANCE SUPPLIES & M	N
32	55697 MATHESON TRI-GAS INC 03-330-000-0000-6502			298.00 298.00	shop supplies 1 Transactions		SHOP MATERIALS & SUPPLIES	N
33	56300 MEADOWLAND FARMERS COOP 03-330-000-0000-6504			22,043.45 22,043.45	fuel 1 Transactions		FUEL	N
34	63540 NORTH CENTRAL INTERNATIONAL INC 03-330-000-0000-6503			429.54 429.54	repair parts 1 Transactions		EQUIPMENT REPAIR PARTS & SUPP	N
35	63622 NORTHERN SAFETY TECHNOLOGY INC 03-330-000-0000-6503			806.20 806.20	repair parts 1 Transactions		EQUIPMENT REPAIR PARTS & SUPP	N
	76169 REDWOOD COUNTY AUD-TREAS							

\*\*\* Redwood County \*\*\*



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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
36	03-310-000-0000-6507 <b>76169 REDWOOD COUNTY AUD-TREAS</b>		2,105.08 <b>2,105.08</b>	ditch assessments	1 Transactions	MISCELLANEOUS EXPENSES	N
37	03-320-000-0000-8291 <b>76350 REDWOOD COUNTY RECORDER</b>		46.00 <b>46.00</b>	ROW expenses	1 Transactions	PROFESSIONAL & TECHNICAL SERV	N
38	03-330-000-0000-8306 <b>76758 REDWOOD TIRE SERVICE INC</b>		83.00	repair labor	4 Transactions	MAINTENANCE - EQUIPMENT	N
39	03-330-000-0000-6503		142.00	repair labor		EQUIPMENT REPAIR PARTS & SUPP	N
40	03-330-000-0000-6503		1,149.00	tires		EQUIPMENT REPAIR PARTS & SUPP	N
41	03-330-000-0000-6503		576.00	repair parts		EQUIPMENT REPAIR PARTS & SUPP	N
	<b>76758 REDWOOD TIRE SERVICE INC</b>		<b>1,950.00</b>				
42	03-330-000-0000-6502 <b>78815 RSS GROUP INTERNATIONAL INC</b>		999.47 <b>999.47</b>	shop supplies	1 Transactions	SHOP MATERIALS & SUPPLIES	N
	<b>78815 RSS GROUP INTERNATIONAL INC</b>						
43	03-310-000-0000-6501 <b>79500 RUNNINGS FARM &amp; FLEET</b>		58.90	sign supplies	4 Transactions	ROAD MAINTENANCE SUPPLIES & M	N
46	03-320-000-0000-6505		39.16	enrg supplies		ENG. & CONST.MATERIALS & SUPPL	N
45	03-330-000-0000-6502		182.07	shop supplies		SHOP MATERIALS & SUPPLIES	N
44	03-330-000-0000-6503		209.75	repair parts		EQUIPMENT REPAIR PARTS & SUPP	N
	<b>79500 RUNNINGS FARM &amp; FLEET</b>		<b>489.88</b>				
47	03-310-000-0000-6501 <b>80009 S W DUST TREATMENT INC</b>		2,848.00 <b>2,848.00</b>	dust treatment	1 Transactions	ROAD MAINTENANCE SUPPLIES & M	N
	<b>80009 S W DUST TREATMENT INC</b>						
49	03-330-000-0000-6502 <b>80075 SAFETY-KLEEN SYSTEMS INC</b>		125.44 <b>125.44</b>	shop supplies	1 Transactions	SHOP MATERIALS & SUPPLIES	N
	<b>80075 SAFETY-KLEEN SYSTEMS INC</b>						
48	03-320-000-0000-6291 <b>83680 STONEBROOKE ENGINEERING, INC</b>		953.30 <b>953.30</b>	consultant engr	1 Transactions	PROFESSIONAL & TECHNICAL SERV	N
	<b>83680 STONEBROOKE ENGINEERING, INC</b>						
50	03-330-000-0000-6305 <b>83965 SUMMIT COMPANIES</b>		68.00	shop expenses		BLDG - REPAIRS & MAINTENANCE	N

\*\*\* Redwood County \*\*\*



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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
	83965 SUMMIT COMPANIES		68.00		1 Transactions		
52	88135 TOTAL GLASS INC 03-330-000-0000-6306		112.00	repair labor		MAINTENANCE - EQUIPMENT	N
53	03-330-000-0000-6503		607.69	repair parts		EQUIPMENT REPAIR PARTS & SUPP	N
	88135 TOTAL GLASS INC		719.69		2 Transactions		
54	88153 TOWMASTER 03-330-000-0000-6503		193.02	repair parts		EQUIPMENT REPAIR PARTS & SUPP	N
	88153 TOWMASTER		193.02		1 Transactions		
55	88608 TRI-TOWN PLUMBING & HEATING INC 03-330-000-0000-6305		1,608.41	shop repairs		BLDG - REPAIRS & MAINTENANCE	N
	88608 TRI-TOWN PLUMBING & HEATING INC		1,608.41		1 Transactions		
51	88743 TRUCK CENTER COMPANIES 03-330-000-0000-6503		447.88	repair parts		EQUIPMENT REPAIR PARTS & SUPP	Y
	88743 TRUCK CENTER COMPANIES		447.88		1 Transactions		
60	95268 W. W. TIRE SERVICE INC 03-330-000-0000-6503		1,764.00	tire		EQUIPMENT REPAIR PARTS & SUPP	N
	95268 W. W. TIRE SERVICE INC		1,764.00		1 Transactions		
56	92281 WALMART COMMUNITY 03-310-000-0000-6507		50.00	maint supplies		MISCELLANEOUS EXPENSES	N
	92281 WALMART COMMUNITY		50.00		1 Transactions		
57	48203 WEELBORG FORD INC 03-330-000-0000-6503		2.49	repair parts		EQUIPMENT REPAIR PARTS & SUPP	N
	48203 WEELBORG FORD INC		2.49		1 Transactions		
58	93070 WELTSCH EQUIPMENT INC 03-330-000-0000-6503		75.25	repair parts		EQUIPMENT REPAIR PARTS & SUPP	N
	93070 WELTSCH EQUIPMENT INC		75.25		1 Transactions		
59	93110 WIDSETH SMITH NOLTING & ASSOCIATES 03-320-000-0000-8291		10,340.25	consultant engr		PROFESSIONAL & TECHNICAL SER	N
	93110 WIDSETH SMITH NOLTING & ASSOCIATES		10,340.25		1 Transactions		
	99200 Z DOORMEN						

\*\*\* Redwood County \*\*\*



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3 ROAD AND BRIDGE

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
61	03-330-000-0000-6305		shop repairs		BLDG - REPAIRS & MAINTENANCE	Y
	99200 Z DOORMEN					
				1 Transactions		
<b>3 Fund Total:</b>			<b>ROAD AND BRIDGE</b>	<b>47 Vendors</b>	<b>61 Transactions</b>	
<b>Final Total:</b>			<b>251,717.26</b>	<b>47 Vendors</b>	<b>61 Transactions</b>	



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\*\*\* **Redwood County** \*\*\*

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



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
3	251,717.26	ROAD AND BRIDGE
All Funds	251,717.26	Total

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



**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b>	5/3/2022	<b>Originating Dept.:</b>	Highway
<b>Preferred 2<sup>nd</sup> Date:</b>	NEXT AVAILABLE		
<b>Discussion Item:</b>		<b>Presenter:</b>	Anthony Sellner, PE
Approve Final Payment for SAP 064-701-019 & SAP 065-601-013		<b>estimated time needed:</b>	5 mins
<b>Board Action:</b> <input checked="" type="checkbox"/> Yes, action required <input type="checkbox"/> No, informational only			

**If Action, Board Motion Requested:**

Approve final payment amount of \$226,006.64 on Contract 19-11 (CSAH 101 Bridge Replacement)

**Background Information:**

[Empty text box for background information]

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

**Administrators Comments:**

[Empty text box for administrators comments]

Reviewed by Administrator:  Yes  No

**\*\* The deadline for submitting items is 4:30 p.m. Wednesday prior to a Tuesday board day \*\***

Contract Number: 19-11  
 Final Pay Request Number: 14

<b>Project Number</b>	<b>Project Description</b>
SAP 064-701-019, SAP 065-601-013	CSAH 101 Bridge Replacement

<b>Contractor:</b> Duinick, Inc. 408 6th Street Prinsburg, MN 56281	<b>Vendor Number:</b> N/A <b>Up To Date:</b> 06/20/2022
---	--

Contract Amount		Funds Encumbered	
Original Contract	\$4,158,799.55	Original	\$4,158,799.55
Contract Changes	\$472,390.73	Additional	N/A
Revised Contract	\$4,631,190.28	Total	\$4,158,799.55

Work Certified To Date	
Base Bid Items	\$4,047,742.11
Contract Changes	\$472,390.73
Material On Hand	\$0.00
Total	\$4,520,132.84

Project	Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
SAP 064-701-019, SAP 065-601-013	\$0.00	\$4,520,132.84	(\$226,006.64)	\$4,294,126.20	\$226,006.64	\$4,520,132.84

Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
\$0.00	\$4,520,132.84	\$0.00	\$4,294,126.20	\$226,006.64	\$4,520,132.84
Percent: Retained: 0%			Percent Complete: 97.6%		
<b>Amount Paid this Final Pay Request: \$226,006.64</b>					

I hereby certify that a Final Examination has been made of the noted Contract, that the Contract has been completed, that the entire amount of Work Shown in this Final Voucher has been performed and the Total Value of the Work Performed in accordance with, and pursuant to, the terms of the Contract is as shown in this Final Voucher.

Approved By Anthony Sella  
 Anthony Sella  
 County Engineer

Obtained  
 Date June 20, 2022

Approved By Bryce Thorp  
 First, Last Name Bryce, Thorp  
 Contractor Duinick Inc.

Obtained  
 Date 6/21/22

Project No. : SAP 064-701-019, SAP 065-601-013  
Final Pay Request No. : 14  
Contract No.: 19-11

**Certificate of Final Contract Acceptance**  
**Final Voucher Number: 14**

This is to certify that to the best of my knowledge, the items of work shown in the Statement of Work Certified herein have actually furnished in accordance with the Plans and Specifications. This Project has been completed in accordance with the Laws, Standards and Procedures of as they apply to projects in this category, and if applicable, approved by the Federal Highway Administration.

Dated \_\_\_\_\_ Signature \_\_\_\_\_ County/City/Project Engineer

The undersigned Contractor hereby certifies that the work described has been performed in accordance with the terms of the Contract, and agrees that the Final Value of Work Certified on this Contract is \$4,520,132.84 and agrees to the amount of \$226,006.64 as Final Payment on this Contract in accordance with this Final Voucher.

Contractor: Duinick, Inc.

By X [Signature]

And \_\_\_\_\_ And \_\_\_\_\_ State of ,

On This \_\_\_\_\_ Day \_\_\_\_\_, \_\_\_\_\_, Before me appeared \_\_\_\_\_ To me known to

(Individual Acknowledgment)

be the person who executed the foregoing Acceptance and Acknowledged that he/she executed the same as \_\_\_\_\_ free to act and deed

(Corporate Acknowledgment)

Bryce Thorp And \_\_\_\_\_ to me personally known, who, being each by me duly sworn

each did say that they are respectively the cm and \_\_\_\_\_ of the

Duinick Inc Corporation named in the foregoing instrument, and that the seal affixed to said instrument is the Corporate Seal of said Corporation, and the said instrument was signed and sealed in behalf of said Corporation by authority of its

Directors and said cm and \_\_\_\_\_

acknowledged said instrument to be the free act and deed of said Corporation.

Notarial My Commission as Notary Public in Kandiyohi County

Seal Expires Jan 31, 2003

Signature [Signature]



I hereby certify that a Final Examination has been made of the noted Contract, that the Contract has been completed, that the entire amount of Work Shown in this Final Voucher has been performed and the Total Value of the Work Performed in accordance with, the terms of the Contract is as shown in this Final Voucher.

This Contract is hereby accepted in accordance with the Specification 1516. Final acceptance of the Contract will be effective upon full Execution, by the Contractor and the Department, of the "Certificate of Final Acceptance" included with the Final Voucher.

Dated \_\_\_\_\_ Signature \_\_\_\_\_ District Engineer

**Redwood County  
Certificate of Final Acceptance  
Board Acknowledgment**

Contract Number: 19-11  
Contractor: Duininck, Inc.  
Date Certified: 6/20/2022  
Payment Number: 14

Whereas; Contract No. 19-11 has in all things been completed, and the County Board being fully advised in the premises, now then be it resolved; that we do hereby accept said completed project for and in behalf of Redwood County and authorize final payment as specified herein.

State of

I, \_\_\_\_\_, agency\_name within and for said county do hereby certify that the foregoing resolution is a true and correct copy of the resolution on file in my office.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

At \_\_\_\_\_.

Signed By \_\_\_\_\_

Redwood County

(SEAL)

Contract Payment Summary				
Payment Number	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	2020-03-18	\$9,390.00	\$469.50	\$8,920.50
2	2020-07-07	\$388,567.25	\$19,428.36	\$369,138.89
3	2020-09-14	\$147,775.25	\$7,388.77	\$140,386.48
4	2020-10-13	\$257,357.28	\$12,867.86	\$244,489.42
5	2020-10-29	\$428,480.00	\$21,424.00	\$407,056.00
6	2021-01-25	\$630,277.73	\$31,513.89	\$598,763.84
7	2021-03-25	\$211,854.80	\$10,592.74	\$201,262.06
8	2021-04-07	\$229,093.27	\$11,454.66	\$217,638.61
9	2021-06-09	\$131,250.00	\$6,562.50	\$124,687.50
10	2021-07-13	\$288,837.02	\$14,441.85	\$274,395.17
11	2021-08-31	\$1,381,122.26	\$69,056.11	\$1,312,066.15
12	2021-10-27	\$177,534.93	\$8,876.75	\$168,658.18
13	2022-03-08	\$238,593.05	\$11,929.65	\$226,663.40
14	2022-06-20	\$0.00	(\$226,006.64)	\$226,006.64

Contract Funding Category Summary						
Funding Category Name	Funding Category Number	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
Regular CSAH		\$527,736.52	\$0.00	\$501,349.70	\$26,386.82	\$527,736.52
Participating		\$3,992,396.32	\$0.00	\$3,792,776.50	\$199,619.82	\$3,992,396.32

Contract Funding Source Summary					
Accounting Number	Funding Source Name	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
1	MVLST Bridge Bonding 329	\$100,660.58			\$2,013,211.65
2	Regular (CSAH) (SAAS Act. # 70)	\$62,673.03			\$1,253,460.62
3	Renville County	\$62,673.03			\$1,253,460.57

Project Payment Summary					
Project	Payment Number	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
SAP 064-701-019, SAP 065-601-013	1	2020-03-18	\$9,390.00	\$469.50	\$8,920.50
SAP 064-701-019, SAP 065-601-013	2	2020-07-07	\$388,567.25	\$19,428.36	\$369,138.89
SAP 064-701-019, SAP 065-601-013	3	2020-09-14	\$147,775.25	\$7,388.77	\$140,386.48
SAP 064-701-019, SAP 065-601-013	4	2020-10-13	\$257,357.28	\$12,867.86	\$244,489.42
SAP 064-701-019, SAP 065-601-013	5	2020-10-29	\$428,480.00	\$21,424.00	\$407,056.00
SAP 064-701-019, SAP 065-601-013	6	2021-01-25	\$630,277.73	\$31,513.89	\$598,763.84
SAP 064-701-019, SAP 065-601-013	7	2021-03-25	\$211,854.80	\$10,592.74	\$201,262.06
SAP 064-701-019, SAP 065-601-013	8	2021-04-07	\$229,093.27	\$11,454.66	\$217,638.61
SAP 064-701-019, SAP 065-601-013	9	2021-06-09	\$131,250.00	\$6,562.50	\$124,687.50
SAP 064-701-019, SAP 065-601-013	10	2021-07-13	\$288,837.02	\$14,441.84	\$274,395.18
SAP 064-701-019, SAP 065-601-013	11	2021-08-31	\$1,381,122.26	\$69,056.12	\$1,312,066.14
SAP 064-701-019, SAP 065-601-013	12	2021-10-27	\$177,534.93	\$8,876.75	\$168,658.18

Project Payment Summary					
Project	Payment Number	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
SAP 064-701-019, SAP 065-601-013	13	2022-03-08	\$238,593.05	\$11,929.65	\$226,663.40
SAP 064-701-019, SAP 065-601-013	14	2022-06-20	\$0.00	(\$226,006.64)	\$226,006.64

Project Funding Category Summary						
Project	Funding Category Name	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
SAP 064-701-019, SAP 065-601-013	Non-Participating 064-701-019 / 065-601-013 / Non-Participating / Regular CSAH	\$527,736.52	\$0.00	\$501,349.70	\$26,386.82	\$527,736.52
SAP 064-701-019, SAP 065-601-013	Participating 064-701-019 / 065-601-013 / Participating	\$3,992,396.32	\$0.00	\$3,792,776.50	\$199,619.82	\$3,992,396.32

Project Funding Source Summary					
Project	Funding Source Name	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
SAP 064-701-019, SAP 065-601-013	1	\$100,660.58			\$2,013,211.65
SAP 064-701-019, SAP 065-601-013	2	\$62,673.03			\$1,253,460.62
SAP 064-701-019, SAP 065-601-013	3	\$62,673.03			\$1,253,460.57

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
SAP 064-701-019, SAP 065-601-013	1	2021.501	MOBILIZATION	LS	\$600,000.00	1	0	\$0.00	1	\$600,000.00
SAP 064-701-019, SAP 065-601-013	2	2101.505	CLEARING	ACRE	\$15,000.00	0.27	0	\$0.00	0.41	\$6,150.00
SAP 064-701-019, SAP 065-601-013	3	2101.505	GRUBBING	ACRE	\$12,000.00	0.27	0	\$0.00	0.27	\$3,240.00
SAP 064-701-019, SAP 065-601-013	4	2104.503	REMOVE GUARDRAIL	L F	\$26.25	75	0	\$0.00	75	\$1,968.75
SAP 064-701-019,	5	2104.503	SAWING BIT PAVEMENT (FULL DEPTH)	L F	\$7.00	78	0	\$0.00	78	\$546.00

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
SAP 065-601-013										
SAP 064-701-019, SAP 065-601-013	6	2104.504	REMOVE BITUMINOUS PAVEMENT	S Y	\$6.00	4694	0	\$0.00	4694	\$28,164.00
SAP 064-701-019, SAP 065-601-013	7	2105.609	SELECT GRANULAR BORROW MOD 10% (P)	TON	\$20.00	2250	0	\$0.00	2250	\$45,000.00
SAP 064-701-019, SAP 065-601-013	8	2106.507	EXCAVATION - COMMON (P)	C Y	\$8.00	2137	0	\$0.00	2137	\$17,096.00
SAP 064-701-019, SAP 065-601-013	9	2106.507	COMMON EMBANKMENT (CV)	C Y	\$11.00	5829	0	\$0.00	2824.78	\$31,072.58
SAP 064-701-019, SAP 065-601-013	10	2118.509	AGGREGATE SURFACING CLASS 5	TON	\$30.00	234	0	\$0.00	238.34	\$7,150.20
SAP 064-701-019, SAP 065-601-013	11	2123.510	DOZER	HOUR	\$225.00	10	0	\$0.00	0	\$0.00
SAP 064-701-019, SAP 065-601-013	12	2211.509	AGGREGATE BASE CLASS 5	TON	\$21.00	4330	0	\$0.00	3634.08	\$76,315.68
SAP 064-701-019, SAP 065-601-013	13	2360.509	TYPE SP 12.5 WEARING COURSE MIX (2,C)	TON	\$115.00	1820	0	\$0.00	1996.67	\$229,617.05
SAP 064-701-019, SAP 065-601-013	14	2401.503	TYPE (TL-4) PARAPET CONCRETE (3S52) (P)	L F	\$110.00	753	0	\$0.00	753	\$82,830.00
SAP 064-701-019, SAP 065-601-013	15	2401.507	STRUCTURAL CONCRETE (1G52) (P)	C Y	\$400.00	120	0	\$0.00	130	\$52,000.00
SAP 064-701-019, SAP 065-601-013	16	2401.507	STRUCTURAL CONCRETE (3B52) (P)	C Y	\$725.00	355	0	\$0.00	355	\$257,375.00
SAP 064-701-019, SAP 065-601-013	17	2401.508	REINFORCEMENT BARS (P)	LB	\$1.75	7140	0	\$0.00	7140	\$12,495.00
SAP 064-701-019,	18	2401.508	REINFORCEMENT BARS (EPOXY COATED) (P)	LB	\$1.15	164930	0	\$0.00	164930	\$189,669.50



Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
SAP 065-601-013										
SAP 064-701-019, SAP 065-601-013	19	2401.508	SPIRAL REINFORCEMENT (EPOXY COATED) (P)	LB	\$2.50	5100	0	\$0.00	5100	\$12,750.00
SAP 064-701-019, SAP 065-601-013	20	2401.601	STRUCTURE EXCAVATION	LS	\$27,500.00	1	0	\$0.00	1	\$27,500.00
SAP 064-701-019, SAP 065-601-013	21	2401.601	SLOPE PREPARATION	LS	\$2,500.00	1	0	\$0.00	1	\$2,500.00
SAP 064-701-019, SAP 065-601-013	22	2401.601	FOUNDATION PREPARATION PIER 1	LS	\$170,000.00	1	0	\$0.00	1	\$170,000.00
SAP 064-701-019, SAP 065-601-013	23	2401.601	FOUNDATION PREPARATION PIER 2	LS	\$170,000.00	1	0	\$0.00	1	\$170,000.00
SAP 064-701-019, SAP 065-601-013	24	2401.618	BRIDGE SLAB CONCRETE (3YHPC-M) (P)	S F	\$32.00	15306	0	\$0.00	15306	\$489,792.00
SAP 064-701-019, SAP 065-601-013	25	2402.502	FLOOR DRAIN TYPE B702 MODIFIED	EACH	\$1,250.00	3	0	\$0.00	3	\$3,750.00
SAP 064-701-019, SAP 065-601-013	26	2402.502	BEARING ASSEMBLY	EACH	\$1,000.00	30	0	\$0.00	30	\$30,000.00
SAP 064-701-019, SAP 065-601-013	27	2402.503	EXPANSION JOINT DEVICES TYPE 4 (P)	L F	\$155.00	97	0	\$0.00	97	\$15,035.00
SAP 064-701-019, SAP 065-601-013	28	2402.503	STRUCTURAL TUBE RAILING DESIGN T-1 (P)	L F	\$120.00	741	0	\$0.00	741	\$88,920.00
SAP 064-701-019, SAP 065-601-013	29	2404.518	CONCRETE WEARING COURSE (3U17A) (P)	S F	\$6.35	17488	0	\$0.00	17488	\$111,048.80
SAP 064-701-019, SAP 065-601-013	30	2405.503	PRESTRESSED CONCRETE BEAMS MN54 (P)	L F	\$300.00	1740	0	\$0.00	1740	\$522,000.00
SAP 064-701-019,	31	2405.503	DIAPHRAGMS FOR TYPE MN54 PREST BEAMS (P)	L F	\$75.00	367	0	\$0.00	367	\$27,525.00

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
SAP 065-601-013										
SAP 064-701-019, SAP 065-601-013	32	2406.504	BRIDGE APPROACH PANELS	S Y	\$150.00	395	0	\$0.00	395	\$59,250.00
SAP 064-701-019, SAP 065-601-013	33	2442.501	REMOVE EXISTING BRIDGE	LS	\$110,000.00	1	0	\$0.00	1	\$110,000.00
SAP 064-701-019, SAP 065-601-013	34	2452.502	STEEL H-TEST PILE 30 FT LONG 10"	EACH	\$9,000.00	2	0	\$0.00	2	\$18,000.00
SAP 064-701-019, SAP 065-601-013	35	2452.502	PILE TIP PROTECTION 10"	EACH	\$100.00	14	0	\$0.00	3	\$300.00
SAP 064-701-019, SAP 065-601-013	36	2452.603	STEEL H-PILING 10"	LF	\$2.00	240	0	\$0.00	12	\$24.00
SAP 064-701-019, SAP 065-601-013	37	2453.603	60" DIA DRILLED SHAFT (EARTH)	LF	\$1,600.00	70	0	\$0.00	105.16	\$168,256.00
SAP 064-701-019, SAP 065-601-013	38	2453.603	60" DIA DRILLED SHAFT (ROCK)	LF	\$1,800.00	150	0	\$0.00	116.08	\$208,944.00
SAP 064-701-019, SAP 065-601-013	39	2502.501	DRAINAGE SYSTEM TYPE (B910)	LS	\$1,750.00	1	0	\$0.00	1	\$1,750.00
SAP 064-701-019, SAP 065-601-013	40	2511.504	GEOTEXTILE FILTER TYPE 7	S Y	\$3.00	1250	0	\$0.00	1250	\$3,750.00
SAP 064-701-019, SAP 065-601-013	41	2511.509	RANDOM RIPRAP CLASS V	TON	\$45.00	2620	0	\$0.00	1816.44	\$81,739.80
SAP 064-701-019, SAP 065-601-013	42	2545.501	CONDUIT SYSTEM	LS	\$4,750.00	1	0	\$0.00	1	\$4,750.00
SAP 064-701-019, SAP 065-601-013	43	2554.502	END TREATMENT-TANGENT TERMINAL	EACH	\$2,725.00	4	0	\$0.00	4	\$10,900.00
SAP 064-701-019,	44	2554.503	TRAFFIC BARRIER DESIGN SPECIAL	LF	\$78.50	100	0	\$0.00	100	\$7,850.00

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
SAP 065-601-013										
SAP 064-701-019, SAP 065-601-013	45	2554.503	TRAFFIC BARRIER DESIGN TYPE 31	LF	\$45.50	50	0	\$0.00	100	\$4,550.00
SAP 064-701-019, SAP 065-601-013	46	2563.601	TRAFFIC CONTROL	LS	\$7,000.00	1	0	\$0.00	0	\$0.00
SAP 064-701-019, SAP 065-601-013	47	2573.501	STABILIZED CONSTRUCTION EXIT	LS	\$1,000.00	1	0	\$0.00	0	\$0.00
SAP 064-701-019, SAP 065-601-013	48	2573.501	EROSION CONTROL SUPERVISOR	LS	\$1,000.00	1	0	\$0.00	1	\$1,000.00
SAP 064-701-019, SAP 065-601-013	49	2573.503	SILT FENCE, TYPE MS	LF	\$2.50	2930	0	\$0.00	1926.9	\$4,817.25
SAP 064-701-019, SAP 065-601-013	50	2573.503	FLOTATION SILT CURTAIN TYPE MOVING WATER	LF	\$20.00	420	0	\$0.00	570	\$11,400.00
SAP 064-701-019, SAP 065-601-013	51	2575.501	TURF ESTABLISHMENT	LS	\$10,200.00	1	0	\$0.00	1	\$10,200.00
SAP 064-701-019, SAP 065-601-013	52	2575.504	RAPID STABILIZATION METHOD 4	SY	\$1.85	11550	0	\$0.00	11550	\$21,367.50
SAP 064-701-019, SAP 065-601-013	53	2575.504	TURF REINFORCEMENT MAT CATEGORY 3	SY	\$16.00	183	0	\$0.00	183	\$2,928.00
SAP 064-701-019, SAP 065-601-013	54	2575.523	RAPID STABILIZATION METHOD 3	MGAL	\$450.00	88	0	\$0.00	9.9	\$4,455.00
SAP 064-701-019, SAP 065-601-013	55	2582.503	4" SOLID LINE MULTI COMP (WR)	LF	\$1.00	1500	0	\$0.00	0	\$0.00
SAP 064-701-019, SAP 065-601-013	56	2582.503	4" DBLE SOLID LINE MULTI COMP (WR)	LF	\$1.10	3000	0	\$0.00	0	\$0.00
<b>Base Bid Totals:</b>								\$0.00		\$4,047,742.11

Project Category Totals			
Project	Category	Amount This Request	Amount To Date
SAP 064-701-019, SAP 065-601-013	Non-participating	\$0.00	\$564,560.01
SAP 064-701-019, SAP 065-601-013	Participating	\$0.00	\$3,483,182.10

Contract Change Item Status												
Project	CC	CC#	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
SAP 064-701-019, SAP 065-601-013	CO	2	57	2563.601	TRAFFIC CONTROL	LS	\$30,000.00	1	0	\$0.00	1	\$30,000.00
SAP 064-701-019, SAP 065-601-013	CO	3	58	2524.501	5" Fiberglass Conduit System	LS	\$52,000.00	1	0	\$0.00	1	\$52,000.00
SAP 064-701-019, SAP 065-601-013	CO	4	59	2524.501	3" Fiberglass Conduit System	LS	\$51,000.00	1	0	\$0.00	1	\$51,000.00
SAP 064-701-019, SAP 065-601-013	CO	5	60	2573.503	SEDIMENT CONTROL LOG TYPE STRAW	LF	\$4.00	440	0	\$0.00	440	\$1,760.00
SAP 064-701-019, SAP 065-601-013	CO	6	61	2452.601	Rotary Drilled Steel Pile 12"	LS	\$235,879.78	1	0	\$0.00	1	\$235,879.78
SAP 064-701-019, SAP 065-601-013	CO	6	62	2452.601	Steel H-Piling 10"	LF	(\$2.00)	220	0	\$0.00	220	(\$440.00)
SAP 064-701-019, SAP 065-601-013	CO	7	63	2401.508	REINFORCEMENT BARS (EPOXY COATED)	LB	\$18.62	454	0	\$0.00	454	\$8,453.48
SAP 064-701-019, SAP 065-601-013	CO	7	64	2401.618	PAINTED SURFACE FINISH (INPLACE)	SF	\$4.67	6367	0	\$0.00	6367	\$29,733.89
SAP 064-701-019, SAP 065-601-013	CO	8	65	2453.603	60" DIA DRILLED SHAFT (ROCK)	LF	\$100,827.07	1	0	\$0.00	1	\$100,827.07
SAP 064-701-019, SAP 065-601-013	CO	9	66	2013.601	TESTING EQUIPMENT	LS	(\$36,823.49)	1	0	\$0.00	1	(\$36,823.49)
<b>Contract Change Totals:</b>										<b>\$0.00</b>		<b>\$472,390.73</b>

<b>Contract Total</b>	<b>\$4,520,132.84</b>
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<b>Contract Change Totals</b>			
<b>Number</b>	<b>Description</b>	<b>Amount This Request</b>	<b>Amount To Date</b>
1	<p>Issue: High water will prevent work from being continuously completed after the planned work of clearing and grubbing, construction of work platforms, and removal of the bridge deck.</p> <p>Resolution: To prevent the Minnesota River crossing from being closed prematurely when work cannot be continuously completed, replace paragraph 2 in Special Provision S-19 (1806) Determination and Extension of Contract Time with the following: The Contractor may start construction operations on May 1, 2020, with a final completion date of June 1, 2021. No additional compensation will be made for the change</p>	\$0.00	\$0.00
2	<p>Issue: The plan calls for "Traffic Control" which is only for in the immediate construction area for the project and no Traffic Control for the designated detour for the project. The Engineer has determined that the contractor shall erect and maintain the detour as shown on sheet 7 of the plans.</p> <p>Resolution: The Redwood County Engineer and Contractor have agreed that all Traffic Control will be placed under Contractor responsibility. (Work Zone and Detour)</p> <p>Payment for this work will be at the negotiated unit prices, as provided in MnDOT specification 1904.3. Price includes 10% prime contractor allowance.</p>	\$0.00	\$30,000.00
6	<p>Issue: Due to an uneven rock out cropping the Contractor was unable to achieve bearing while driving the test piles on the south abutment foundation. After discussions with the State Aid Bridge Engineer and the Bridge Design Consultant Engineer it was determined that an alternative design was needed for the foundation pile.</p> <p>Resolution: The Rotary Drilled Steel Pile was the alternative that was the choice of the Contractor and accepted by the Engineer. The Redwood County Engineer and Contractor have agreed on a price for installation of Rotary Drilled Steel Pile at locations directed by Engineer. Payment for this work will be at the negotiated lump sum price, as provided in MnDOT specification 1904.3.</p>	\$0.00	\$235,439.78
3	<p>Issue: An Electrical Coop has requested a 5" conduit across the new bridge structure.</p> <p>Resolution: The Redwood County Engineer and Contractor have agreed on conduit specification and cost for a 5" conduit installation to be placed on the underside of the deck. With an agreement in place with Redwood County and Renville-Sibley Coop to reimburse for said work. Payment for this work will be at the negotiated unit prices, as provided in MnDOT specification 1904.3.</p>	\$0.00	\$52,000.00
4	<p>Issue: An Telephone/Internet provider has requested a 3" conduit across the new bridge structure.</p> <p>Resolution: The Redwood County Engineer and Contractor have agreed on conduit specification and cost for a 3" conduit installation to be placed on the underside of the deck. With an agreement in place with Redwood County and Arvig to reimburse for said work. Payment for this work will be at the negotiated unit prices, as provided in MnDOT specification 1904.3.</p>	\$0.00	\$51,000.00
5	<p>Issue: It was noticed in the field that Sediment Control Logs were needed for proper erosion control.</p> <p>Resolution: The Redwood County Engineer and Contractor have agreed on a price for installation of Sediment Control Logs at locations directed by Engineer.</p> <p>Payment for this work will be at the negotiated unit prices, as provided in MnDOT specification 1904.3.</p>	\$0.00	\$1,760.00
8	<p>Issue #1: During construction of the project Obstructions were encountered while drilling the 60' shafts. (The obstructions were not listed in the plan)</p>	\$0.00	\$100,827.07

<b>Contract Change Totals</b>			
<b>Number</b>	<b>Description</b>	<b>Amount This Request</b>	<b>Amount To Date</b>
	<p>Resolution #1: The Redwood County Engineer requested and the Contractor has agreed to a price for additional compensation for additional Equipment and man hours in a lump sum payment for the Obstructions that occurred for the 60' Drilled Shafts.</p> <p>Payment for this work will be at the contract unit price, as provided in MnDOT specification 1904.2</p>		
7	<p>Issue #1: During the project design changes were required resulting in modifications to the reinforcement bars on the plan.</p> <p>Resolution #1: The Redwood County Engineer requested and the Contractor has agreed to furnish and install additional reinforcement at a location directed by the Engineer.</p> <p>Issue #2: The plan did not list for the piers, abutments, outside of bridge railing, and the facia side of the deck to be painted.</p> <p>Resolution #2: The Redwood County Engineer requested and the Contractor has agreed to a price for painting the above listed items as directed by the Engineer.</p> <p>Payment for this work will be at the contract unit price, as provided in MnDOT specification 1904.2</p>	\$0.00	\$38,187.37
9	<p>Issue: Due to multiple construction issues, additional structural analysis and testing were required. The Engineer has determined that the Contractor shall pay for some of the engineering costs associated with these issues.</p> <p>Resolution: The Redwood County Engineer and Contractor have agreed upon a price for the consulting engineering fees related to the construction issues in a lump sum reduction to the contract amount. The Engineer has also determined that due to the extra work required that all liquidated damages shall be waived.</p> <p>Payment for this work will be at the negotiated lump sum price, as provided in MnDOT specification 1904.3.</p>	\$0.00	(\$36,823.49)

<b>Material On Hand Additions</b>					
<b>Line</b>	<b>Item</b>	<b>Description</b>	<b>Date</b>	<b>Added</b>	<b>Comments</b>

<b>Material On Hand Balance</b>						
<b>Line</b>	<b>Item</b>	<b>Description</b>	<b>Date</b>	<b>Added</b>	<b>Used</b>	<b>Remaining</b>
30	2405.503	PRESTRESSED CONCRETE BEAMS MN54 (P)	2021-01-25	1,740 L F \$350,431.73	1,740 L F \$350,431.73	0 L F \$0.00





**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b>	7/5/2022	<b>Originating Dept.:</b>	Highway
<b>Preferred 2<sup>nd</sup> Date:</b>	NEXT AVAILABLE		
<b>Discussion Item:</b>		<b>Presenter:</b>	Anthony Sellner, P.E.
Authorization to enter into MnDOT Master Partnership Contract #1050092		<b>estimated time needed:</b>	5 mins
<b>Board Action:</b> <input checked="" type="checkbox"/> Yes, action required <input type="checkbox"/> No, informational only			

**If Action, Board Motion Requested:**

Authorize the Highway Department to enter into MnDOT Master Partnership Contract (MPC) #1050092.

**Background Information:**

The current MPC expired 6/30/2022. The new contract will be in effect from 7/1/2022 to 6/30/2027. MPCs are umbrella contracts which allow local agencies and MnDOT to exchange goods and services. The MPC also allows MnDOT, if requested and authorized by the local agency, to deliver small, routine services to local agencies. This includes most commonly, testing for construction projects at MnDOT labs.

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

**Administrators Comments:**

Reviewed by Administrator:  Yes  No

**\*\* The deadline for submitting items is 4:30 p.m. Wednesday prior to a Tuesday board day \*\***



executed. The terms of this MPC will apply to all work order contracts issued, unless specifically varied in the work order. The Other Party understands that this MPC is not a guarantee of any payments or work order assignments, and that payments will only be issued for work actually performed under fully-executed work orders.

- 1.5. **Survival of Terms.** The following clauses survive the expiration or cancellation of this master contract and all work order contracts: 12. Liability; 13. State Audits; 14. Government Data Practices and Intellectual Property; 17. Publicity; 18. Governing Law, Jurisdiction, and Venue; and 22. Data Disclosure. All terms of this MPC will survive with respect to any work order contract issued prior to the expiration date of the MPC.
- 1.6. **Sample Work Order.** A sample work order contract is available upon request from the State.
- 1.7. **Definition of "Providing Party" and "Requesting Party".** For the purpose of assigning certain duties and obligations in the MPC to work order contracts, the following definitions will apply throughout the MPC. "Requesting Party" is defined as the party requesting the other party to perform work under a work order contract. "Providing Party" is defined as the party performing the scope of work under a work order contract.

## 2. Technical Services

- 2.1. Technical Services include repetitive low-cost services routinely performed by the State for the Other Party. If requested and authorized by the Other Party, these services may be performed by the State for the Other Party without the execution of a work order, as these services are provided in accordance with standardized practices and processes and do not require a detailed scope of work. Exhibit A – Table of Technical Services is attached.
  - 2.1.1. Every other service not falling under the services listed in Exhibit A will require a work order contract (If you have questions regarding whether a service is covered under 2.1.1, please contact Contract Management).
- 2.2. The Other Party may request the State to perform Technical Services in an informal manner, such as by the use of email, a purchase order, or by delivering materials to a State lab and requesting testing. A request may be made via telephone, but will not be considered accepted unless acknowledged in writing by the State.
- 2.3. The State will promptly inform the Other Party if the State will be unable to perform the requested Technical Services. Otherwise, the State will perform the Technical Services in accordance with the State's normal processes and practices, including scheduling practices taking into account the availability of State staff and equipment.
- 2.4. **Payment Basis.** Unless otherwise agreed to by the parties prior to performance of the services, the State will charge the Other Party the State's then-current rate for performing the Technical Services. The then-current rate may include the State's normal and customary additives. The State will invoice the Other Party upon completion of the services, or at regular intervals not more than once monthly as agreed upon by the parties. The invoice will provide a summary of the Technical Services provided by the State during the invoice period.

## 3. Services Requiring a Work Order Contract

- 3.1. **Work Order Contracts:** A party may request the other party to perform any of the following services under individual work order contracts.
- 3.2. **Professional and Technical Services.** A party may provide professional and technical services upon the request of the other party. As defined by Minn. Stat. §16C.08, subd. 1, professional/technical services "means services that are intellectual in character, including consultation, analysis, evaluation, prediction, planning, programming, or recommendation; and result in the production of a report or completion of a task." Professional and technical services do not include providing supplies or materials except as incidental to performing such services. Professional and technical services include (by way of example and without limitation) cultural resources, engineering services, surveying, foundation recommendations and reports, environmental documentation, right-of-way assistance (such as performing appraisals or providing

relocation assistance, but excluding the exercise of the power of eminent domain), geometric layouts, final construction plans, graphic presentations, public relations, and facilitating open houses. A party will normally provide such services with its own personnel; however, a party's professional/technical services may also include hiring and managing outside consultants to perform work provided that a party itself provides active project management for the use of such outside consultants.

- 3.3. **Roadway Maintenance.** A party may provide roadway maintenance upon the request of the other party. Roadway maintenance does not include roadway reconstruction. This work may include but is not limited to snow removal, ditch spraying, roadside mowing, bituminous mill and overlay (only small projects), seal coat, bridge hits, major retaining wall failures, major drainage failures, and message painting. All services must be performed by an employee with sufficient skills, training, expertise or certification to perform such work, and work must be supervised by a qualified employee of the party performing the work.
- 3.4. **Construction Administration.** A party may administer roadway construction projects upon the request of the other party. Roadway construction includes (by way of example and without limitation) the construction, reconstruction, or rehabilitation of mainline, shoulder, median, pedestrian or bicycle pathway, lighting and signal systems, pavement mill and overlays, seal coating, guardrail installation, and channelization. These services may be performed by the Providing Party's own forces, or the Providing Party may administer outside contracts for such work. Construction administration may include letting and awarding construction contracts for such work (including state projects to be completed in conjunction with local projects). All contract administration services must be performed by an employee with sufficient skills, training, expertise or certification to perform such work.
- 3.5. **Emergency Services.** A party may provide aid upon request of the other party in the event of a man-made disaster, natural disaster or other act of God. Emergency services includes all those services as the parties mutually agree are necessary to plan for, prepare for, deal with, and recover from emergency situations. These services include, without limitation, planning, engineering, construction, maintenance, and removal and disposal services related to things such as road closures, traffic control, debris removal, flood protection and mitigation, sign repair, sandbag activities and general cleanup. Work will be performed by an employee with sufficient skills, training, expertise or certification to perform such work, and work must be supervised by a qualified employee of the party performing the work. If it is not feasible to have an executed work order prior to performance of the work, the parties will promptly confer to determine whether work may be commenced without a fully-executed work order in place. If work commences without a fully-executed work order, the parties will follow up with execution of a work order as soon as feasible.
- 3.6. When a need is identified, the State and the Other Party will discuss the proposed work and the resources needed to perform the work. If a party desires to perform such work, the parties will negotiate the specific and detailed work tasks and cost. The State will then prepare a work order contract. Generally, a work order contract will be limited to one specific project/engagement, although "on call" work orders may be prepared for certain types of services, especially for "Technical Services" items as identified section 2.1.. The work order will also identify specific deliverables required, and timeframes for completing work. A work order must be fully executed by the parties prior to work being commenced. The Other Party will not be paid for work performed prior to execution of a work order contract and authorization by the State.

#### 4. Responsibilities of the Providing Party

- 4.1. **Terms Applicable to ALL Work Order Contracts.** The terms in this section 4.1 will apply to ALL work order contracts.
  - 4.1.1. Each work order will identify an Authorized Representative for each party. Each party's authorized representative is responsible for administering the work order, and has the authority to make any decisions regarding the work, and to give and receive any notices required or permitted under this MPC or the work order.
  - 4.1.2. The Providing Party will furnish and assign a publicly employed licensed engineer (Project Engineer), to be in responsible charge of the project(s) and to supervise and direct the work to be performed under each work order contract. For services not requiring an engineer, the Providing Party will

furnish and assign another responsible employee to be in charge of the project. The services of the Providing Party under a work order contract may not be otherwise assigned, sublet, or transferred unless approved in writing by the Requesting Party's authorized representative. This written consent will in no way relieve the Providing Party from its primary responsibility for the work.

- 4.1.3. If the Other Party is the Providing Party, the Project Engineer may request in writing specific engineering and/or technical services from the State, pursuant to Minn. Stat. Section 161.39. The work order Contract will require the Other Party to deposit payment in advance. The costs and expenses will include the current State additives and overhead rates, subject to adjustment based on actual direct costs that have been verified by audit.
- 4.1.4. Only the receipt of a fully executed work order contract authorizes the Providing Party to begin work on a project. Any and all effort, expenses, or actions taken by the Providing Party before the work order contract is fully executed are considered unauthorized and undertaken at the risk of non-payment.
- 4.1.5. In connection with the performance of this contract and any work orders issued, the Providing Agency will comply with all applicable Federal and State laws and regulations. When the Providing Party is authorized or permitted to award contracts in connection with any work order, the Providing Party will require and cause its contractors and subcontractors to comply with all Federal and State laws and regulations.
- 4.2. **Additional Terms for Roadway Maintenance.** The terms of section 4.1 and this section 4.2 will apply to all work orders for Roadway Maintenance.
  - 4.2.1. Unless otherwise provided for by contract or work order, the Providing Party must obtain all permits and sanctions that may be required for the proper and lawful performance of the work.
  - 4.2.2. The Providing Party must perform maintenance in accordance with MnDOT maintenance manuals, policies and operations.
  - 4.2.3. The Providing Party must use State-approved materials, including (by way of example and without limitation), sign posts, sign sheeting, and de-icing and anti-icing chemicals.
- 4.3. **Additional Terms for Construction Administration.** The terms of section 4.1 and this section 4.3 will apply to all work order contracts for construction administration.
  - 4.3.1. Contract(s) must be awarded to the lowest responsible bidder or best value proposer in accordance with state law.
  - 4.3.2. Contractor(s) must be required to post payment and performance bonds in an amount equal to the contract amount. The Providing Party will take all necessary action to make claims against such bonds in the event of any default by the contractor.
  - 4.3.3. Contractor(s) must be required to perform work in accordance with the latest edition of the Minnesota Department of Transportation Standard Specifications for Construction.
  - 4.3.4. For work performed on State right-of-way, contractor(s) must be required to indemnify and hold the State harmless against any loss incurred with respect to the performance of the contracted work, and must be required to provide evidence of insurance coverage commensurate with project risk.
  - 4.3.5. Contractor(s) must pay prevailing wages pursuant to applicable state and federal law.
  - 4.3.6. Contractor(s) must comply with all applicable Federal, and State laws, ordinances and regulations, including but not limited to applicable human rights/anti-discrimination laws and laws concerning the participation of Disadvantaged Business Enterprises in federally-assisted contracts.
  - 4.3.7. Unless otherwise agreed in a work order contract, each party will be responsible for providing rights of way, easement, and construction permits for its portion of the improvements. Each party will, upon the other's request, furnish copies of right of way certificates, easements, and construction permits.

- 4.3.8. The Providing Party may approve minor changes to the Requesting Party's portion of the project work if such changes do not increase the Requesting Party's cost obligation under the applicable work order contract.
- 4.3.9. The Providing Party will not approve any contractor claims for additional compensation without the Requesting Party's written approval, and the execution of a proper amendment to the applicable work order contract when necessary. The Other Party will tender the processing and defense of any such claims to the State upon the State's request.
- 4.3.10. The Other Party must coordinate all trunk highway work affecting any utilities with the State's Utilities Office.
- 4.3.11. The Providing Party must coordinate all necessary detours with the Requesting Party.
- 4.3.12. If the Other Party is the Providing Party, and there is work performed on the trunk highway right-of-way, the following will apply:
  - a. The Other Party will have a permit to perform the work on the trunk highway. The State may revoke this permit if the work is not being performed in a safe, proper and skillful manner, or if the contractor is violating the terms of any law, regulation, or permit applicable to the work. The State will have no liability to the Other Party, or its contractor, if work is suspended or stopped due to any such condition or concern.
  - b. The Other Party will require its contractor to conduct all traffic control in accordance with the Minnesota Manual on Uniform Traffic Control Devices.
  - c. The Other Party will require its contractor to comply with the terms of all permits issued for the project including, but not limited to, National Pollutant Discharge Elimination System (NPDES) and other environmental permits.
  - d. All improvements constructed on the State's right-of-way will become the property of the State.

**5. Responsibilities of the Requesting Party**

- 5.1. After authorizing the Providing Party to begin work, the Requesting Party will furnish any data or material in its possession relating to the project that may be of use to the Providing Party in performing the work.
- 5.2. All such data furnished to the Providing Party will remain the property of the Requesting Party and will be promptly returned upon the Requesting Party's request or upon the expiration or termination of this contract (subject to data retention requirements of the Minnesota Government Data Practices Act and other applicable law).
- 5.3. The Providing Party will analyze all such data furnished by the Requesting Party. If the Providing Party finds any such data to be incorrect or incomplete, the Providing Party will bring the facts to the attention of the Requesting Party before proceeding with the part of the project affected. The Providing Party will investigate the matter, and if it finds that such data is incorrect or incomplete, it will promptly determine a method for furnishing corrected data. Delay in furnishing data will not be considered justification for an adjustment in compensation.
- 5.4. The State will provide to the Other Party copies of any Trunk Highway fund clauses to be included in the bid solicitation and will provide any required Trunk Highway fund provisions to be included in the Proposal for Highway Construction, that are different from those required for State Aid construction.
- 5.5. The Requesting Party will perform final reviews and inspections of its portion of the project work. If the work is found to have been completed in accordance with the work order contract, the Requesting Party will promptly release any remaining funds due the Providing Party for the Project(s).
- 5.6. The work order contracts may include additional responsibilities to be completed by the Requesting Party.

**6. Time**

- 6.1. In the performance of project work under a work order contract, time is of the essence.

**7. Consideration and Payment**

- 7.1. **Consideration.** The Requesting Party will pay the Providing Party as specified in the work order. The State's normal and customary additives will apply to work performed by the State, unless otherwise specified in the work order. The State's normal and customary additives will not apply if the parties agree to a "lump sum" or "unit rate" payment.
- 7.2. **State's Maximum Obligation.** The total compensation to be paid by the State to the Other Party under all work order contracts issued pursuant to this MPC will not exceed \$250,000.00.
- 7.3. **Travel Expenses.** It is anticipated that all travel expenses will be included in the base cost of the Providing Party's services, and unless otherwise specifically set forth in an applicable work order contract, the Providing Party will not be separately reimbursed for travel and subsistence expenses incurred by the Providing Party in performing any work order contract. In those cases where the State agrees to reimburse travel expenses, such expenses will be reimbursed in the same manner and in no greater amount than provided in the current "MnDOT Travel Regulations" a copy of which is on file with and available from the MnDOT District Office. The Other Party will not be reimbursed for travel and subsistence expenses incurred outside of Minnesota unless it has received the State's prior written approval for such travel.

**7.4. Payment**

- 7.4.1. **Generally.** The Requesting Party will pay the Providing Party as specified in the applicable work order, and will make prompt payment in accordance with Minnesota law.
- 7.4.2. **Payment by the Other Party.**
  - a. The Other Party will make payment to the order of the Commissioner of Transportation.
  - b. **IMPORTANT NOTE: PAYMENT MUST REFERENCE THE "MNDOT CONTRACT NUMBER" SHOWN ON THE FACE PAGE OF THIS CONTRACT AND THE "INVOICE NUMBER" ON THE INVOICE RECEIVED FROM MNDOT.**
  - c. Remit payment to the address below:  
MnDOT  
Attn: Cash Accounting  
RE: MnDOT Contract Number 1050092W[XX] and Invoice Number: 00000[#####]  
(see note above)  
Mail Stop 215  
395 John Ireland Blvd  
St. Paul, MN 55155
- 7.4.3. **Payment by the State.**
  - a. Generally. The State will promptly pay the Other Party after the Other Party presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices must be submitted as specified in the applicable work order, but no more frequently than monthly.
  - b. **Retainage for Professional and Technical Services.** For work orders for professional and technical services, as required by Minn. Stat. § 16C.08, subd. 2(10), no more than 90 percent of the amount due under any work order contract may be paid until the final product of the work order contract has been reviewed by the State's authorized representative. The balance due will be paid when the State's authorized representative determines that the Other Party has satisfactorily fulfilled all the terms of the work order contract.

**8. Conditions of Payment**

- 8.1. All work performed by the Providing Party under a work order contract must be performed to the Requesting Party's satisfaction, as determined at the sole and reasonable discretion of the Requesting Party's Authorized Representative and in accordance with all applicable federal and state laws, rules, and

regulations. The Providing Party will not receive payment for work found by the Requesting Party to be unsatisfactory or performed in violation of federal or state law.

**9. State's Authorized Representative and Project Manager**

- 9.1. The State's Authorized Representative for this master contract is the District State Aid Engineer, who has the responsibility to monitor the State's performance.
- 9.2. The State's Project Manager will be identified in each work order contract.

**10. Other Party's Authorized Representative and Project Manager**

- 10.1. The Other Party's Authorized Representative for administering this master contract is the Other Party's Engineer, and the Engineer has the responsibility to monitor the Other Party's performance. The Other Party's Authorized Representative is also authorized to execute work order contracts on behalf of the Other Party without approval of each proposed work order contract by its governing body.
- 10.2. The Other Party's Project Manager will be identified in each work order contract.

**11. Assignment, Amendments, Waiver, and Contract Complete**

- 11.1. **Assignment.** Neither party may assign or transfer any rights or obligations under this MPC or any work order contract without the prior consent of the other and a fully executed Assignment Contract, executed and approved by the same parties who executed and approved this MPC, or their successors in office.
- 11.2. **Amendments.** Any amendment to this master contract or any work order contract must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original contract, or their successors in office.
- 11.3. **Waiver.** If a party fails to enforce any provision of this master contract or any work order contract, that failure does not waive the provision or the party's right to subsequently enforce it.
- 11.4. **Contract Complete.** This master contract and any work order contract contain all negotiations and contracts between the State and the Other Party. No other understanding regarding this master contract or any work order contract issued hereunder, whether written or oral may be used to bind either party.

**12. Liability**

- 12.1. Each party will be responsible for its own acts and omissions to the extent provided by law. The Other Party's liability is governed by Minn. Stat. chapter 466 and other applicable law. The State's liability is governed by Minn. Stat. section 3.736 and other applicable law. This clause will not be construed to bar any legal remedies a party may have for the other party's failure to fulfill its obligations under this master contract or any work order contract. Neither party agrees to assume any environmental liability on behalf of the other party. A Providing Party under any work order is acting only as a "Contractor" to the Requesting Party, as the term "Contractor" is defined in Minn. Stat. §115B.03 (subd. 10), and is entitled to the protections afforded to a "Contractor" by the Minnesota Environmental Response and Liability Act. The parties specifically intend that Minn. Stat. §471.59 subd. 1a will apply to any work undertaken under this MPC and any work order issued hereunder.

**13. State Audits**

- 13.1. Under Minn. Stat. § 16C.05, subd. 5, the party's books, records, documents, and accounting procedures and practices relevant to any work order contract are subject to examination by the parties and by the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this MPC.

**14. Government Data Practices and Intellectual Property**

- 14.1. **Government Data Practices.** The Other Party and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the State under this MPC and any work order contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Other Party under this MPC and any work order contract. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data referred to in this clause by either the Other Party or the State.
- 14.2. **Intellectual Property Rights**

**14.2.1. Intellectual Property Rights.** The Requesting Party will own all rights, title, and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks, and service marks in the Works and Documents created and paid for under work order contracts. Works means all inventions, improvements, discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, and disks conceived, reduced to practice, created or originated by the Providing Party, its employees, agents, and subcontractors, either individually or jointly with others in the performance of this master contract or any work order contract. Works includes "Documents." Documents are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether in tangible or electronic forms, prepared by the Providing Party, its employees, agents, or contractors, in the performance of a work order contract. The Documents will be the exclusive property of the Requesting Party and all such Documents must be immediately returned to the Requesting Party by the Providing Party upon completion or cancellation of the work order contract. To the extent possible, those Works eligible for copyright protection under the United States Copyright Act will be deemed to be "works made for hire." The Providing Party Government assigns all right, title, and interest it may have in the Works and the Documents to the Requesting Party. The Providing Party must, at the request of the Requesting Party, execute all papers and perform all other acts necessary to transfer or record the Requesting Party's ownership interest in the Works and Documents. Notwithstanding the foregoing, the Requesting Party grants the Providing Party an irrevocable and royalty-free license to use such intellectual property for its own non-commercial purposes, including dissemination to political subdivisions of the state of Minnesota and to transportation-related agencies such as the American Association of State Highway and Transportation Officials.

**14.2.2. Obligations with Respect to Intellectual Property.**

- a. **Notification.** Whenever any invention, improvement, or discovery (whether or not patentable) is made or conceived for the first time or actually or constructively reduced to practice by the Providing Party, including its employees and subcontractors, in the performance of the work order contract, the Providing Party will immediately give the Requesting Party's Authorized Representative written notice thereof, and must promptly furnish the Authorized Representative with complete information and/or disclosure thereon.
- b. **Representation.** The Providing Party must perform all acts, and take all steps necessary to ensure that all intellectual property rights in the Works and Documents are the sole property of the Requesting Party, and that neither Providing Party nor its employees, agents or contractors retain any interest in and to the Works and Documents.

**15. Affirmative Action**

- 15.1. The State intends to carry out its responsibility for requiring affirmative action by its Contractors, pursuant to Minn. Stat. §363A.36. Pursuant to that Statute, the Other Party is encouraged to prepare and implement an affirmative action plan for the employment of minority persons, women, and the qualified disabled, and submit such plan to the Commissioner of the Minnesota Department of Human Rights. In addition, when the Other Party lets a contract for the performance of work under a work order issued pursuant to this MPC, it must include the following in the bid or proposal solicitation and any contracts awarded as a result thereof:
- 15.2. **Covered Contracts and Contractors.** If the Contract exceeds \$100,000 and the Contractor employed more than 40 full-time employees on a single working day during the previous 12 months in Minnesota or in the state where it has its principle place of business, then the Contractor must comply with the requirements of Minn. Stat. § 363A.36 and Minn. R. Parts 5000.3400-5000.3600. A Contractor covered by Minn. Stat. § 363A.36 because it employed more than 40 full-time employees in another state and does not have a certificate of compliance, must certify that it is in compliance with federal affirmative action requirements.

- 15.3. **Minn. Stat. § 363A.36.** Minn. Stat. § 363A.36 requires the Contractor to have an affirmative action plan for the employment of minority persons, women, and qualified disabled individuals approved by the Minnesota Commissioner of Human Rights (“Commissioner”) as indicated by a certificate of compliance. The law addresses suspension or revocation of a certificate of compliance and contract consequences in that event. A contract awarded without a certificate of compliance may be voided.
- 15.4. **Minn. R. Parts 5000.3400-5000.3600.**
- 15.4.1. **General.** Minn. R. Parts 5000.3400-5000.3600 implement Minn. Stat. § 363A.36. These rules include, but are not limited to, criteria for contents, approval, and implementation of affirmative action plans; procedures for issuing certificates of compliance and criteria for determining a contractor’s compliance status; procedures for addressing deficiencies, sanctions, and notice and hearing; annual compliance reports; procedures for compliance review; and contract consequences for non-compliance. The specific criteria for approval or rejection of an affirmative action plan are contained in various provisions of Minn. R. Parts 5000.3400-5000.3600 including, but not limited to, parts 5000.3420-5000.3500 and 5000.3552-5000.3559.
- 15.4.2. **Disabled Workers.** The Contractor must comply with the following affirmative action requirements for disabled workers:
- a. The Contractor must not discriminate against any employee or applicant for employment because of physical or mental disability in regard to any position for which the employee or applicant for employment is qualified. The Contractor agrees to take affirmative action to employ, advance in employment, and otherwise treat qualified disabled persons without discrimination based upon their physical or mental disability in all employment practices such as the following: employment, upgrading, demotion or transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.
  - b. The Contractor agrees to comply with the rules and relevant orders of the Minnesota Department of Human Rights issued pursuant to the Minnesota Human Rights Act.
  - c. In the event of the Contractor's noncompliance with the requirements of this clause, actions for noncompliance may be taken in accordance with Minn. Stat. Section 363A.36, and the rules and relevant orders of the Minnesota Department of Human Rights issued pursuant to the Minnesota Human Rights Act.
  - d. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices in a form to be prescribed by the commissioner of the Minnesota Department of Human Rights. Such notices must state the Contractor's obligation under the law to take affirmative action to employ and advance in employment qualified disabled employees and applicants for employment, and the rights of applicants and employees.
  - e. The Contractor must notify each labor union or representative of workers with which it has a collective bargaining agreement or other contract understanding, that the Contractor is bound by the terms of Minn. Stat. Section 363A.36, of the Minnesota Human Rights Act and is committed to take affirmative action to employ and advance in employment physically and mentally disabled persons.
- 15.4.3. **Consequences.** The consequences for the Contractor’s failure to implement its affirmative action plan or make a good faith effort to do so include, but are not limited to, suspension or revocation of a certificate of compliance by the Commissioner, refusal by the Commissioner to approve subsequent plans, and termination of all or part of this contract by the Commissioner or the State.
- 15.4.4. **Certification.** The Contractor hereby certifies that it is in compliance with the requirements of Minn. Stat. § 363A.36 and Minn. R. Parts 5000.3400-5000.3600 and is aware of the consequences for noncompliance.

**16. Workers’ Compensation**



16.1. Each party will be responsible for its own employees for any workers compensation claims. This MPC, and any work order contracts issued hereunder, are not intended to constitute an interchange of government employees under Minn. Stat. §15.53. To the extent that this MPC, or any work order issued hereunder, is determined to be subject to Minn. Stat. §15.53, such statute will control to the extent of any conflict between the contract and the statute.

**17. Publicity**

17.1. **Publicity.** Any publicity regarding the subject matter of a work order contract where the State is the Requesting Party must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Other Party individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from a work order contract.

17.2. **Data Practices Act.** Section 17.1 is not intended to override the Other Party's responsibilities under the Minnesota Government Data Practices Act.

**18. Governing Law, Jurisdiction, and Venue**

18.1. Minnesota law, without regard to its choice-of-law provisions, governs this master contract and all work order contracts. Venue for all legal proceedings out of this master contract or any work order contracts, or the breach of any such contracts, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

**19. Prompt Payment; Payment to Subcontractors**

19.1. The parties must make prompt payment of their obligations in accordance with applicable law. As required by Minn. Stat. § 16A.1245, when the Other Party lets a contract for work pursuant to any work order, the Other Party must require its contractor to pay all subcontractors, less any retainage, within 10 calendar days of the prime contractor's receipt of payment from the Other Party for undisputed services provided by the subcontractor(s) and must pay interest at the rate of one and one-half percent per month or any part of a month to the subcontractor(s) on any undisputed amount not paid on time to the subcontractor(s).

**20. Minn. Stat. § 181.59.**

20.1. The Other Party will comply with the provisions of Minn. Stat. § 181.59 which requires: Every contract for or on behalf of the state of Minnesota, or any county, city, town, township, school, school district, or any other district in the state, for materials, supplies, or construction shall contain provisions by which the Contractor agrees: (1) That, in the hiring of common or skilled labor for the performance of any work under any contract, or any subcontract, no contractor, material supplier, or vendor, shall, by reason of race, creed, or color, discriminate against the person or persons who are citizens of the United States or resident aliens who are qualified and available to perform the work to which the employment relates; (2) That no contractor, material supplier, or vendor, shall, in any manner, discriminate against, or intimidate, or prevent the employment of any person or persons identified in clause (1) of this section, or on being hired, prevent, or conspire to prevent, the person or persons from the performance of work under any contract on account of race, creed, or color; (3) That a violation of this section is a misdemeanor; and (4) That this contract may be canceled or terminated by the state, county, city, town, school board, or any other person authorized to grant the contracts for employment, and all money due, or to become due under the contract, may be forfeited for a second or any subsequent violation of the terms or conditions of this contract.

**21. Termination; Suspension**

21.1. **Termination by the State for Convenience.** The State or commissioner of Administration may cancel this MPC and any work order contracts at any time, with or without cause, upon 30 days written notice to the Other Party. Upon termination, the Other Party and the State will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

21.2. **Termination by the Other Party for Convenience.** The Other Party may cancel this MPC and any work order contracts at any time, with or without cause, upon 30 days written notice to the State. Upon termination,

the Other Party and the State will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

21.3. **Termination for Insufficient Funding.** The State may immediately terminate or suspend this MPC and any work order contract if it does not obtain funding from the Minnesota legislature or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination or suspension must be by written or fax notice to the Other Party. The State is not obligated to pay for any services that are provided after notice and effective date of termination or suspension. However, the Other Party will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the master contract or work order is terminated because of the decision of the Minnesota legislature or other funding source, not to appropriate funds. The State must provide the Other Party notice of the lack of funding within a reasonable time of the State's receiving that notice.

**22. Data Disclosure**

22.1. Under Minn. Stat. §270C.65, subd. 3, and other applicable law, the Other Party consents to disclosure of its federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Other Party to file state tax returns and pay delinquent state tax liabilities, if any.

**23. Defense of Claims and Lawsuits**

23.1. If any lawsuit or claim is filed by a third party (including but not limited to the Other Party's contractors and subcontractors), arising out of trunk highway work performed pursuant to a valid work order issued under this MPC, the Other Party will, at the discretion of and upon the request of the State, tender the defense of such claims to the State or allow the State to participate in the defense of such claims. The Other Party will, however, be solely responsible for defending any lawsuit or claim, or any portion thereof, when the claim or cause of action asserted is based on its own acts or omissions in performing or supervising the work. The Other Party will not purport to represent the State in any litigation, settlement, or alternative dispute resolution process. The State will not be responsible for any judgment entered against the Other Party, and will not be bound by the terms of any settlement entered into by the Other Party except with the written approval of the Attorney General and the Commissioner of Transportation and pursuant to applicable law.

**24. Additional Provisions**

24.1. NONE

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**OTHER PARTY**

The Other Party certifies that the appropriate person(s) have executed the contract on behalf of the Other Party as required by applicable articles, bylaws, resolutions or ordinances.

By: \_\_\_\_\_

Title: Board Chair, Redwood County

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

By: \_\_\_\_\_

Title: Administrator, Redwood County

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

**COMMISSIONER OF TRANSPORTATION**

By: \_\_\_\_\_

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

Title: \_\_\_\_\_

**COMMISSIONER OF ADMINISTRATION**

By: \_\_\_\_\_

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

Source Code	Title	Description
1735	Bituminous Plant Inspection	Performing QA/QC physical testing at the plant; sampling and transporting of materials from the plant to the lab for lab testing, plant reviews, and operations; investigating plant discrepancies; and other technical services in the plant or office associated with bituminous plant inspection.
2830	Bridge Bearing Assemblies	All tasks related to the repair and maintenance of fixed or expansion-bearing assemblies on bridges. Includes related traffic
2819	Bridge Curb, Walk And Railing	Repairing and maintaining bridge curb, walk, rail, coping, and fencing connected to the rail. Includes glare screen and median barriers on bridges. Includes related traffic control.
2820	Bridge Deck	Work associated with bridge deck and slab repair regardless of removal depth or type of material used for patching. Includes deck or slab overlays and replacements and underside deck delamination. Includes related traffic control.
2838	Bridge Deck Crack Sealing	All tasks related to deck crack sealing. Includes related traffic control.
2827	Bridge Expansion, Relief Joints	All maintenance tasks associated with bridge expansion joints, except joint reestablishment. Includes tightening expansion device bolts and replacing seal glands. Includes related traffic control.
2855	Bridge Inspection Direct Support	Activities that support bridge inspection, but are not direct production (i.e., leadership, technical, administrative assistance. All bridge inspection tasks for non-MnDOT bridges funded by the federal Fracture-Critical Bridge Program (Project Code will begin with TSL and with the local bridge number). Includes related inspection reports. For MnDOT Trunk Highway bridges (Project Code begins with TSO followed by the bridge number) and local and Department of Natural Resources (DNR) (bridge number begins with 9A follow by bridge number) bridge inspections to be billed to the local government or Department of Natural Resources (DNR) use Source Code 2824.
2828	Bridge Inspection-Federal Fund	All tasks related to inventory, inspection, and load capacity rating work done on trunk highway bridges to meet the requirements of the National Bridge Inspection System and/or Minnesota Bridge Safety Inspection Program or for billing to local governments. Includes related inspection reports and deck condition surveys.
2824	Bridge Inspection-Non-Federal	Use for tasks related to the Bridge Management System, including operations, administration, or data entry.
1421	Bridge Management System Operation/Administration/Data	All tasks associated with resealing bridge construction joints. Includes related traffic control. Related source type codes: Activities that support bridge inspection, but are not direct production (i.e., leadership, technical, administrative assistance).
2847	Bridge Poured/ Relief Joint Seal	All tasks to repair any bridge component above the bridge seat that is not included in other source codes. Includes repairs to all types of bridge superstructure elements such as girders, beams, floor beams, trusses, stringers, t-beams, precast channels, and box girders. Includes related traffic control.
2829	Bridge Superstructure	Maintaining, watering, trimming, and removing highway right of way tree and brush. Includes chipping of tree limbs and stump removal/grinding. Includes related traffic control.
2316	Brush & Tree Removal	All expenses of business/office managers for general management and administration of support functions. Includes administering central facilities maintenance and facilities capital budgets.
0032	Business Unit Management	Use for frequency coordination done with APCO, AASHTO or FCCA.
3000	Class Of Frequency Coordination	

Source Code	Title	Description
1733	Concrete Plant Inspections	Performing QA/QC physical testing at the plant; sampling and transporting of materials from the plant to the lab for lab testing, plant reviews, and operations; investigating plant discrepancies; and other technical services in the plant or office associated with stationary concrete plants or mobile concrete paving plant inspection.
1734	Construction Materials Inspections	Performing construction phase material inspection and engineering, for structural steel, precast and pre-stressed concrete, reinforcement steel, and electrical products and related technical services in the field and office for materials to be used in multiple projects. Includes travel time, sampling, and sample delivery. Includes tasks related to reviewing shop drawings furnished by suppliers or fabricators and contractor working drawings or calculations; and for tasks related to structural metals inspection (materials surveys; physical and chemical laboratory testing, material inspection and engineering, and technical services in the field and offices).
1802	Construction Surveying	Use for surveys to provide staking for the contractor's operations and for any other construction phase surveying
2106	Crack Sealing	All surface crack sealing, crack filling, or rout and seal operations. Includes related materials, hauling, stockpiling, and traffic control.
3023	Elec Comm Eq Rep - Miles	
0400	Equipment Calibration-Mat Insp	Use when performing periodic equipment calibration for equipment used in the materials lab or on construction projects.
1800	Field Inspection	All construction project field inspection (not cyclical inspection of assets), including preparatory plans & spec review, measurement, and verification other than environmental monitoring. Includes field inspection of materials such as gradations, densities/DCP, proctors, compaction, slump tests, and field air tests. Witnessing claims, determination and computation of pay quantities, materials control and certification for progress vouchers, but not for final payments. Includes collecting and transporting samples for lab tests, but not the actual laboratory verifications. Includes all construction phase project related activities for project and resident engineers such as problem resolution, guidance and direction to field technicians. Includes all miscellaneous field engineering expenses used by district offices such as space rental, utilities, or other costs charged to the construction project. Includes all work associated with evaluation of implementation of intelligent compaction devices to determine if construction contract terms have been met.
1040	Final Design Surveys	All district field and office tasks needed to respond to supplemental "Requests for Survey Data" and add the data to the surveys base map or DTM.
0601	Gen Training Preparation - Delivery	Use for time, materials, and travel expenses when developing or delivering training. includes course preparation, designing materials, and managing training records.
2210	Guardrail-Install/Repair/Maintenance	Install, repair, or maintain low tension cable, plate beams, and end treatments; cable tension adjustments; and reflector replacement. includes related traffic control.
2624	Indirect Expense	Indirect shop expenses and shop equipment. Allocate to mobile equipment.
1871	Lighting Maintenance & Utilities	All work related to installing, maintaining, restoring, or removing highway lighting systems and fixtures. Includes repairing, maintaining, or replacing supports necessary for roadway lighting luminaries. Includes patrol highway lighting, inspect lighting structures, electrical service for highway lighting, re-lamping, pump stations, anti-icing systems, truck roll-over warning systems and electrical repairs. Includes traffic control in support of roadway lighting activities. Use for tasks related to public inquiries/complaints, review utility billings, provide data, and conduct field reviews.

<b>Source Code</b>	<b>Title</b>	<b>Description</b>
1875	Locate One Call	Finding and marking locations of buried conduit, cables, hand holes, loops, etc. in order to maintain or repair the traffic management system, signal systems, or roadway lighting systems.
1732	Material Testing & Inspection	Performing construction phase and research physical and chemical laboratory testing, and related technical services in the districts and central labs, and for performing research and construction phase non-destructive testing materials surveys, and related technical services in the field and offices. Includes detour surveys. Non-destructive tests include, skid resistance and falling weight deflectometer (FWD) testing.
2660	Misc Revenue	Used only by Office of Financial Management for billing and deposit transactions and to record payments to the department for gravel sold to contractors and others.
2822	Miscellaneous Bridge Maintenance	Miscellaneous maintenance tasks performed on a specific bridge or structure not covered by other source codes. Includes work on items such as stairways, drains, fencing, light bases, transient guards, and access doors. Includes transient removal, ordering materials, and picking up equipment. Includes related traffic control.
3049	On Call Electronic Communications Infrastructure Maintenance	To be used by Statewide Radio Communications personnel to record on-call time.
2142	Overhead Sign Panel Maintenance	Work related to the repair and replacement of overhead sign panels, extruded sign panels mounted on I-beams, and overhead sign structures. Includes related cable locates and traffic control. Does not include structural work.
2102	Patching	Related source type codes: 2103-Heavy patching, 2104-Bituminous paving, 2105-Blow patching
1520	Pavement Management System	For tasks related to the operation of the pavement management system, including development and maintenance/technical support. Includes tasks to meet needs external to MnDOT.
2406	Plowing & Material Application	Shoulder to shoulder snow removal operation, winging back, snow blowing drifts, and the application of de-icing chemicals using mobile equipment. Includes changing cutting edges during event and related traffic control.
3005	Radio - Mobile Equipment	Use for the repair and preventative maintenance of all equipment associated with wireless two-way radio communications systems (includes mobile radios, portable radios, base stations, console workstations, recorders, etc.). Non-MnDOT equipment - Must use Project number assigned to requesting agency (State Patrol, DNR, BCA, Fire Marshall). See OSRC Project Code list.
3027	Radio Programming	Creating or modifying radio frequency programs and programming mobile and portable radios. Does not include mobile radios used as fixed base radios as part of the Inter-OP System (Use 3009).
3002	Radio/Electronic Infrastructure	Use for the repair and preventative maintenance of all equipment associated with wireless two-way radio communications systems (includes mobile radios, portable radios, base stations, console workstations, recorders, etc.). Non-MnDOT equipment - Must use Project number assigned to requesting agency; Department of Public Safety (DPS) includes State Patrol (SP) Bureau of Criminal Apprehension (BCA), Fire Marshall); does not include Department of Natural Resources (DNR). See OSRC Project
3007	Radio/Electronic System Engineering	Use for design of microwave, radio and miscellaneous electronic systems.
3009	Radio/Electronic System Upgrade & Installation	Use for the installation and other services needed to provide major system upgrades or improvements to wireless or electronic systems. Use for all work performed to correct or repair deficiencies found in a new installation.
1716	Record Sampling	Used by Materials and Research Section and district materials staff to verify inspector" sampling and testing procedures and checking inspectors' equipment during project construction as required by FHWA. Use when performing field tests on split sample.

Source Code	Title	Description
2222	Sign/Delineation/Marker Repair	Replacing, repairing, and washing signs (including temporary stop signs). Includes re-sequencing intersection signing and repair/replace overhead and extrude signs mounted on I-beams. Includes related cable locates and traffic control. All laboratory testing necessary to provide geotechnical information to complete roadway soils recommendations and approvals for use in the development of Final Design Plans and Special Provisions. Lab work includes R-value, resilient modulus, soil classification, gradation, proctor testing, unconfined compression, consolidation, direct simple shear, direct shear, permeability and triaxial tests.
1182	Soils/Foundation Field/Laboratory Tests	Use to record labor hours, equipment usage, and material costs to supply state furnished materials to a state road construction project with federal participation.
1879	State Furnished Materials	Performing material inspection and engineering for materials designated for a specific construction project (SP). Generally applies to inspection of such things as structural steel, prestressed concrete items, and most precast concrete items and related technical services in the field and offices when related to a particular SP. Use for SP specific tasks related to performing the review of shop drawings furnished by suppliers or fabricators and contractor working drawings or calculations, and for tasks related to structural metals inspection (materials surveys, physical and chemical laboratory testing, material inspection and engineering and technical services in the field and offices).
1738	State Project - Specific Materials Inspection	Reviewing shop drawings furnished by suppliers, fabricators, and contractors (working drawing or calculations), and for tasks related to structural metals inspection (materials surveys, physical and chemical laboratory testing, material inspection and engineering, and technical services in the field and offices) for local agency projects.
1434	Structural Metals Inspection-Non DOT	Shop tools, small equipment, and supplies that cannot be directly charged to a mobile equipment unit.
2629	Supplies & Small Tools	Work that supports general office management, system management such as entering data into SWIFT, PPMS, PUMA and other MnDOT systems, attending staff meetings and other indirect support activities.
0152	Support Services	Use when providing technical assistance to an organization external to MnDOT.
1312	Tech Assist-Outside MnDOT	Use for all tasks related to the maintenance of a tower building or site. Includes towers, buildings, generators, LP system, fencing, landscaping, grounding, ice bridge, cable management, climbing ladders, card key systems, and HVAC.
3025	Tower/Building Maintenance	Use to record labor, equipment usage, and material costs for activities related to traffic counts made for statewide traffic monitoring or traffic operations. Includes all activities related to traffic counting, such as taking requests, assigning priorities, collecting field data, processing data, and developing new techniques for collection.
1876	Traffic Counting	Used by traffic operations staff for all tasks that support the RTMC's operations center (or TOCC) providing traveler information, managing incidents and monitoring the FMS. Includes dynamic message sign maintenance, ramp meter maintenance, camera maintenance, and loop detection activities. Includes maintenance activities related to any ITS or TMS device such as RTMC cables, monitor wall, switchers, routers, or modems. Use to record all costs for maintenance activities related to traffic management fiber optics. Use for tasks related to maintaining traffic operations software including minor software enhancements and fixes. Use when providing traffic operations technical assistance external to MnDOT. Use with
1501	Traffic Management System (TMS)	

Source Code	Title	Description
1513	Traffic Management System (TMS) Integration	For tasks associated with the incorporation of new and existing TMS devices (cameras, loops, DMS, and other ITS devices) into existing infrastructure to ensure proper operation. Use with the Construction/Program Delivery Appropriation.
1500	Traffic Mgt System Maintenance	Used by staff to maintain various Intelligent Transportation System (ITS) devices such as dynamic message signs, ramp meters, cameras, detection, cables, RICWS, video wall monitors, switches, routers or modems. Used to record all costs for maintenance activities related to traffic management fiber optics. Not to be used for Lighting or Traffic Signal maintenance.
1721	Traffic Sign Work Orders	Use for work involved in preparing work orders for traffic signs. Use only with Maintenance Operations appropriation (T790081).
2863	Traffic Signal Inspection	Work related to cyclical structural and electrical inspection and preventive maintenance checks of traffic signal systems/structures. Includes labor, equipment, materials, and traffic control.
1870	Traffic Signal Maintenance	Work related to the structural repair and replacement of traffic signal system structures and all electrical maintenance for traffic signal systems including electrical power, labor, equipment materials, GSOC locates, traffic control and responses to public inquiries.
2834	Waterway Maintenance	All tasks related to waterway maintenance for deck bridges. Includes debris removal, waterway cleanup, channel repair, and channel protection repair that is not part of slope protection. Includes related traffic control.





**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b>	7/5/2022	<b>Originating Dept.:</b>	Highway
<b>Preferred 2<sup>nd</sup> Date:</b>	NEXT AVAILABLE		
<b>Discussion Item:</b>		<b>Presenter:</b>	Anthony Sellner, P.E.
Approve resolution to enter into MnDOT MPC #1050092		<b>estimated time needed:</b>	5 mins
<b>Board Action:</b> <input checked="" type="checkbox"/> Yes, action required <input type="checkbox"/> No, informational only			

**If Action, Board Motion Requested:**

Approve resolution to enter into MnDOT Master Partnership Contract (MPC) #1050092.

**Background Information:**

The current MPC expired 6/30/2022 and the new one will be in effect from 7/1/2022 to 6/30/2027. MPCs are umbrella contracts which allow local agencies and MnDOT to exchange goods and services. The MPC also allows MnDOT, if requested and authorized by the local agency, to deliver small, routine services to local agencies. This includes most commonly, testing for construction projects at MnDOT labs.

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

**Administrators Comments:**

Reviewed by Administrator:  Yes  No

**\*\* The deadline for submitting items is 4:30 p.m. Wednesday prior to a Tuesday board day \*\***



**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b>	7/5/2022	<b>Originating Dept.:</b>	Highway
<b>Preferred 2<sup>nd</sup> Date:</b>	NEXT AVAILABLE		
<b>Discussion Item:</b>		<b>Presenter:</b>	Anthony Sellner, PE
Resolution bridge priority list update		<b>estimated time needed:</b>	5 mins
<b>Board Action:</b> <input checked="" type="checkbox"/> Yes, action required <input type="checkbox"/> No, informational only			

**If Action, Board Motion Requested:**

Pass resolution to update Redwood County's Bridge Priority List.

**Background Information:**

An updated bridge priority list is needed to remove 15 bridges that have been funded since March 15, 2021. The new list adds 6 County Road bridges, 11 County State Aid Highway bridges and 11 township bridges (bold).

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

**Administrators Comments:**

[Empty text box for Administrator Comments]

Reviewed by Administrator:  Yes  No

**\*\* The deadline for submitting items is 4:30 p.m. Wednesday prior to a Tuesday board day \*\***

**Redwood County Board of Commissioners**

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**Resolution**

**MnDOT Master Partnership Contract (MPC) Number 1050092**

*July 5, 2022*

The following Resolution was offered by Commissioner \_\_\_\_\_ and moved for adoption at a Regular Meeting held on July 5, 2022 at the Redwood County Government Center, Redwood Falls, MN:

WHEREAS, The Minnesota Department of Transportation wishes to cooperate closely with local units of government to coordinate the delivery of transportation services and maximize the efficient delivery of such services at all levels of government; and

WHEREAS, MnDOT and local governments are authorized by Minnesota Statutes sections 471.59, 174.02, and 161.20, to undertake collaborative efforts for the design, construction, maintenance and operation of state and local roads; and

Whereas: the parties wish to be able to respond quickly and efficiently to such opportunities for collaboration, and have determined that having the ability to write “work orders” against a master contract would provide the greatest speed and flexibility in responding to identified needs;

NOW, THEREFORE BE IT RESOLVED, that Redwood County Highway Department enter into a Master Partnership Contract with the Minnesota Department of Transportation, a copy of which was before the Redwood County Board of Commissioners.

FURTHERMORE, that the proper Redwood County officers are authorized to execute such contract, and any amendments thereto; and

FURTHERMORE, that the Redwood County Highway Engineer is authorized to negotiate work order contracts pursuant to the Master Contract, which work order contracts may provide for payment to or from MnDOT, and that the Redwood County Highway Engineer may execute such work order contracts on behalf of the Redwood County Board of Commissioners without further approval by this Board.

*1st District*

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Seconded by Commissioner \_\_\_\_\_ and the same being put to a vote was duly carried.

This Resolution shall be effective immediately and without publication.

Adopted by the following vote: Ayes \_ Nays \_

Dated this 5<sup>th</sup> day of July, 2022

\_\_\_\_\_  
Board Chair, Redwood County

ATTEST:

\_\_\_\_\_  
Administrator, Redwood County

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**Resolution**  
**Prioritized Bridge Replacement List**  
*July 5, 2022*

The following Resolution was offered by Commissioner \_\_\_\_\_ and moved for adoption at a Regular Meeting held on July 5, 2022 at the Redwood County Courthouse, Redwood Falls, MN:

WHEREAS, Redwood County has reviewed the pertinent data on bridges requiring replacement, rehabilitation, or removal, supplied by local citizenry and local units of government; and

WHEREAS, Redwood County has identified those bridges that are high priority and that require replacement, rehabilitation, or removal within the next five years;

NOW, THEREFORE BE IT RESOLVED that the following deficient bridges are high priority and Redwood County intends to replace, rehabilitate, or remove these bridges as soon as possible when funds are available,

Bridge No.	Route	Township	Total Cost	State Aid	Town Bridge	Local	LBRP	Const. Year	LPI
89872	CR 57	Westline	\$328,415			\$82,701	\$245,714	2023/24	56.0
93245	CR 71	Springdale	\$337,344			\$52,258	\$285,086	2023/24	55.0
64513	CR 70	New Avon	\$647,900			\$75,000	\$572,900	TBD	55.0
64503	CR 51	Underwood	\$1,014,475			\$75,000	\$939,475	TBD	60.0
89888	CR 65	Sheridan	\$1,713,525			\$75,000	\$1,638,525	TBD	61.0
64542	CR 60	Sundown	\$1,057,100			\$75,000	\$982,100	TBD	62.0
89874	CR 57	Gales	\$682,000			\$75,000	\$607,000	TBD	65.0
89875	CR 57	Gales	\$792,825			\$75,000	\$717,825	TBD	79.0
90749	CSAH 16	Three Lakes	\$466,812	\$322,284			\$144,528	2023/24	29.0
89826	CSAH 8	Underwood	\$922,379	\$523,035			\$399,345	2023/24	47.0
92859	CSAH 45	North Hero	\$430,000	\$290,000			\$140,000	TBD	55.0
94129	CSAH 7	North Hero	\$430,000	\$290,000			\$140,000	TBD	56.0
89830	CSAH 10	Johnsonville	\$1,925,000	\$1,112,500			\$812,500	TBD	59.0
4329	CSAH 1	Three Lakes	\$675,000	\$412,500			\$262,500	TBD	74.0

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Bridge No.	Route	Township	Total Cost	State Aid	Town Bridge	Local	LBRP	Const. Year	LPI
89844	CSAH 16	New Avon	\$465,000	\$325,000			\$140,000	TBD	79.0
64517	CSAH 10	Granite Rock	\$981,750	\$640,500			\$341,250	TBD	53.0
64501	CSAH 11	Sherman	\$1,395,625	\$847,500			\$548,125	TBD	54.0
64531	CSAH 5	Johnsonville	\$2,117,500	\$1,208,500			\$909,000	TBD	58.0
64518	CSAH 4	Johnsonville	\$1,058,750	\$679,000			\$379,750	TBD	60.0
92194	CSAH 101	City Redwood	\$825,000	\$475,000			\$350,000	TBD	56.0
5745	CSAH 6	Lamberton	\$1,801,800	\$1,050,500			\$751,300	TBD	60.0
64511	CSAH 7	Vail	\$770,000	\$535,000			\$235,000	TBD	63.0
64514	CSAH 7	Lamberton	\$1,607,375	\$953,500			\$653,875	TBD	70.0
89845	CSAH 17	Willow Lake	\$895,125	\$522,563			\$372,563	TBD	70.0
4067	CSAH 1	Sundown	\$895,125	\$597,500			\$297,625	TBD	72.0
89850	CSAH 17	Delhi	\$2,223,375	\$1,511,500			\$711,875	TBD	15.0
L6878	150th St.	Springdale	\$474,575		\$454,575	\$20,000		2023	44.0
L6880	140th St.	Springdale	\$434,700		\$414,700	\$20,000		2023	35.0
L6892	Aspen Ave.	Springdale	\$474,575		\$454,575	\$20,000		2023	43.0
L6909	Crown Ave.	Springdale	\$442,675		\$422,675	\$20,000		2023	41.0
L9522	270th St.	Three Lakes	\$405,000		\$385,000	\$20,000		2023	42.0
L6850	Acorn Ave.	Westline	\$405,000		\$385,000	\$20,000		2023	44.0
L8797	200th St.	Waterbury	\$626,100		\$606,100	\$20,000		2023	50.0
L8558	Grandview Ave.	Waterbury	\$665,975		\$645,975	\$20,000		2024	35.0
L9301	270th St.	Three Lakes	\$405,000		\$385,000	\$20,000		2024	24.0
L6900	Balsa Ave.	Underwood	\$405,000		\$385,000	\$20,000		2024	40.0
L9886	170th St.	Gales	\$630,000		\$610,000	\$20,000		2025	38.0
L9348	Porter Ave.	Sherman	\$594,200		\$574,200	\$20,000		2025	58.0
64505	Prairie Ave	Brookville	\$873,325		\$853,325	\$20,000		2026	49.0
L6933	Harvest Ave.	Kintire	\$466,600		\$446,600	\$20,000		2026	51.0
L6927	Garden Ave.	Sheridan	\$490,525		\$470,525	\$20,000		2027	58.0
L6945	Impala Ave.	Delhi	\$490,525		\$470,525	\$20,000		2027	52.0
L9451	Impala Ave.	Paxton	\$405,000		\$385,000	\$20,000		2027	56.0
L1954	Laser Ave.	Redwood Falls	\$405,000		\$385,000	\$20,000		2028	56.0

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Bridge No.	Route	Township	Total Cost	State Aid	Town Bridge	Local	LBRP	Const. Year	LPI
L8563	Bunker Ave.	Westline	\$405,000		\$385,000	\$20,000		2028	58.0
L8764	Duncan Ave.	Granite Rock	\$405,000		\$385,000	\$20,000		2028	56.0
L8767	Fairview Ave.	Granite Rock	\$538,375		\$518,375	\$20,000		TBD	55.0
L9684	Knox Ave.	Charlestown	\$405,000		\$385,000	\$20,000		TBD	55.0
L8763	Eagle Ave.	Granite Rock	\$405,000		\$385,000	\$20,000		TBD	56.0
L8766	Frontier Ave	Granite Rock	\$530,400		\$510,400	\$20,000		TBD	53.0
95578	160th St	Springdale	\$630,000		\$610,000	\$20,000		TBD	55.0
L6919	Evergreen Ave	Vesta	\$405,000		\$385,000	\$20,000		TBD	56.0
L8562	230th St	Westline	\$405,000		\$385,000	\$20,000		TBD	56.0
L9687	110th St	Springdale	\$280,000		\$260,000	\$20,000		TBD	57.0
L9778	Bunker Ave	Springdale	\$840,000		\$820,000	\$20,000		TBD	55.0
64527	Kenwood Ave	Delhi	\$817,500		\$797,500	\$20,000		TBD	59.0
64538	Kenwood Ave	Willow Lake	\$610,150		\$590,150	\$20,000		TBD	64.0
L9347	300th St.	Paxton	\$610,150		\$590,150	\$20,000		TBD	65.0
L6816	110th St.	Springdale	\$466,600		\$446,600	\$20,000		TBD	65.0
L8770	230th St.	Granite Rock	\$405,000		\$385,000	\$20,000		2026	67.0
64547	Duncan Ave	North Hero	\$881,300		\$861,300	\$20,000		TBD	72.0

FURTHERMORE, Redwood County does hereby request authorization to replace, rehabilitate, or remove such bridges; and

FURTHERMORE, Redwood County does hereby request financial assistance with eligible approach grading and engineering costs on township bridges, as provided by law.

Seconded by Commissioner \_\_\_\_\_ and the same being put to a vote was duly carried.

This Resolution shall be effective immediately and without publication.

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Adopted by the following vote: Ayes \_ Nays \_

Dated this 5<sup>th</sup> day of July, 2022

\_\_\_\_\_  
Chairman, Redwood County

ATTEST:

\_\_\_\_\_  
Administrator, Redwood County

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**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b>	7/5/2022	<b>Originating Dept.:</b>	Highway
<b>Preferred 2<sup>nd</sup> Date:</b>	NEXT AVAILABLE		
<b>Discussion Item:</b>		<b>Presenter:</b>	Anthony Sellner, PE
Approve Professional Services Agreement for BIP Grant Application		<b>estimated time needed:</b>	5 mins
<b>Board Action:</b>			
<input checked="" type="checkbox"/> Yes, action required		<input type="checkbox"/> No, informational only	

**If Action, Board Motion Requested:**

Approve professional services agreement with Bolton and Menk to complete a Federal Highway Administration (FHWA) Bridge Investment Program (BIP) Grant Application in the amount of \$22,742.

**Background Information:**

As part of the Infrastructure Investment and Jobs Act (IIJA), the FHWA has allocated a minimum of \$20M out of \$2.36B in competitive 2022 BIP planning funds. The BIP planning grant must be submitted prior to July 25, 2022. The Notice of Funding Opportunity (NOFO) was published on June 10, 2022, leaving little time to complete a thorough application. Redwood County is seeking to secure FHWA funding for all design, public engagement, topographic survey, soil boring, wetland delineation and permitting services, environmental coordination, assessments and categorical exclusion approvals, asbestos and hazardous waste reports, mussel survey costs, financial plan revenue estimates, life cycle maintenance costs and Benefit-Cost Analysis (BCA) costs. We anticipate the planning grant could amount to an award between \$500k to \$1M to pay for design activities for up to 16 bridges. At this time, MnDOT has not and no other Counties in Minnesota have indicated they will apply for this planning grant, which bolsters our opportunity for success. By completing these planning and design level activities, we will better position Redwood County to receive future BIP Construction grants. The planning grant will be funded through local levy dollars.

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

**Administrators Comments:**

[Empty box for Administrator Comments]

Reviewed by Administrator:  Yes  No

**\*\* The deadline for submitting items is 4:30 p.m. Wednesday prior to a Tuesday board day \*\***

**REDWOOD COUNTY  
AGREEMENT FOR PROFESSIONAL SERVICES**

THIS AGREEMENT is made and entered into this 05 day of July, 2022 (the “Effective Date”) by and between the County of Redwood, a political subdivision of the State of Minnesota (the “County”), 250 S Jefferson Street, Redwood, Minnesota 56283, and Bolton and Menk, Inc, 7533 Sunwood Drive NW, Suite 206, Ramsey, MN 55303-5199.

WHEREAS, the County is in need of a 2022 Bridge Investment Program (BIP) Planning Grant Application (the “Project”); and

WHEREAS, the Consultant meets the needs of the County and is willing to provide the services provided for in this Agreement; and

WHEREAS, the County wishes to purchase the services from the Consultant pursuant to the terms of this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants and understandings contained herein, the County and Consultant enter into the following Agreement:

**AGREEMENT**

1. **TERM.**

Notwithstanding the date of the signatures of the parties to this Agreement, the term of this Agreement shall commence on the Effective Date and, unless earlier terminated pursuant to this Agreement, shall terminate on the date that all obligations have been fulfilled and all deliverables have been approved by the County. The Consultant shall not commence work on the Project until the County’s Authorized Representative issues a written notice to proceed.

2. **DUTIES OF THE CONSULTANT.**

2.1 **Nature of Duties.** The Consultant shall provide the various professional and consulting services for the Project as set forth in the Consultant’s Scope of Services attached hereto as **Exhibit A** and incorporated into this Agreement by reference. The Consultant shall confer with the County’s Authorized Representative as often as is necessary in connection with the services to be performed under this Agreement.

2.2 **Personnel.** All work the Consultant is to perform shall be performed by competent and qualified personnel. James Archer will have primary responsibility for performing the work under this Agreement on behalf of the Consultant and will serve as the Consultant’s primary contact with the County. The Consultant shall not change the person primarily responsible for performing the work under this Agreement without the prior written approval of the County’s Authorized Representative.

2.3 Project Timing. The Consultant shall not start work on the Project until the Consultant has received from the County's Authorized Representative written notice to proceed. All work and services required by this Agreement shall be completed in accordance with the schedule attached hereto as **Exhibit B**. The Consultant acknowledges that the time within which services must be rendered is of primary importance to the County and is of the essence to this Agreement. All services and information to be performed or furnished under this Agreement shall be performed or furnished as promptly as possible.

2.4 Final Documents. The Consultant shall provide all documentation of the work to be performed under this Agreement. The documents shall be furnished in a format acceptable to the County. Upon completion of the work, the Consultant shall also deliver to the County copies of all correspondence, drawings, reports and all other documents either generated by or received by the Consultant in the performance of the work and services required by this Agreement.

2.5 Standard of Care and Liability for Work. In performing the work under this Agreement, the Consultant will use that degree of care, knowledge and skill ordinarily exercised by other reputable professionals in the field under like circumstances within the State of Minnesota.

3. ITEMS PROVIDED BY THE COUNTY.

After authorizing the Consultant to begin work, the County will furnish any data or materials in its possession relating to the Project that may be of use to the Consultant in performing the work. The Consultant shall make an analysis of all data and information furnished by the County. If any data or information is found to be incorrect or incomplete by the Consultant, this fact shall be brought to the attention of the County's Authorized Representative before the Consultant proceeds with any affected portion of the Project. All data or materials provided to the Consultant will remain the property of the County and must promptly be returned to the County upon expiration or termination of this Agreement.

4. PAYMENT TO CONSULTANT.

4.1 Rates and Contract Maximum. For services satisfactorily completed in accordance with this Agreement, the County shall pay the Consultant in accordance with the project amounts specified in **Exhibit C**. Notwithstanding any provision to the contrary, the total compensation payable to the Consultant for services and expenses under this Agreement shall not exceed \$22,742 (the "Contract Maximum"). In the event the County requests services that would require payment in excess of the Contract Maximum, the Consultant shall not proceed until such time as the County has approved such modification or addition by written amendment to this Agreement.

4.2 Payment of Costs. Reimbursable expenses are included in the project amounts specified in **Exhibit C**. No additional charges for expenses or reimbursements will be

allowed without the prior written authorization of the County's Authorized Representative.

4.3 Billing by Consultant. The amounts to be paid under this Agreement shall be paid only if work has been satisfactorily performed as determined by the County's Authorized Representative and consistent with the amounts set forth in **Exhibit C**. The Consultant shall submit an invoice monthly in a form acceptable to the County's Authorized Representatives.

4.4 Payment by County. Within thirty-five (35) days of the approval of the invoice by the County, the County shall mail payment of the approved amount to the Consultant for all services satisfactorily performed or make reasonable arrangements for payment acceptable to the Consultant. No claim for expenses or services not specifically provided for herein shall be honored by the County. Amounts disputed need not be paid until the dispute is resolved. Final payment due to the Consultant will be made by the County when all work and services have been satisfactorily performed and all documents have been delivered to the County in accordance with this Agreement. All payments shall be issued to:

Bolton and Menk, Inc  
7533 Sunwood Drive NW, Suite 206  
Ramsey, MN 55303-5119

5. AUTHORIZED REPRESENTATIVE.

Anthony Sellner shall serve as the Authorized Representative of the County and as the liaison with the Consultant. The County shall have the right to change its Authorized Representative from time to time and shall inform the Consultant of any such change. The Authorized Representative shall have the express authority to make all contacts with the Consultant on behalf of the County and to instruct the Consultant to perform the various services described in this Agreement. The Consultant shall submit reports, invoices and other materials prepared pursuant to this Agreement to the County's Authorized Representative, by mailing or delivering them to:

Anthony Sellner  
1820 East Bridge Street  
Redwood Falls, MN 56283

6. RELATIONSHIP BETWEEN THE PARTIES.

6.1 Independent Contractor. Nothing in this Agreement shall be construed as creating the relationship of co-partners, joint ventures, or an association, nor shall the Consultant, be considered an employee, agent or representative of the County. The Consultant is to be and shall remain an independent contractor with respect to all services performed under this Agreement. Consultant shall utilize the Redwood County Attorney's Office personnel to perform all services under this Agreement.

6.2 No Agency. Consultant shall have the authority to act on behalf of the County only to the extent expressly provided for in this Agreement, unless otherwise modified by the parties in writing.

7. INSURANCE AND INDEMNIFICATION.

7.1 Insurance. Consultant shall comply with the insurance requirements set forth in **Exhibit D**, attached to this Agreement and incorporated herein by reference.

7.2 Indemnification by Consultant. With respect to professional acts, errors and omissions and to the fullest extent permitted by law, Consultant shall indemnify and hold harmless the County and its officers, officials, agents, volunteers and employees from losses, damages, and judgments (including reasonable attorneys' fees and expenses of litigation) arising from third-party claims or actions relating to the Services, provided that any such claim, action, loss, damages, or judgment is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property, but only to the extent caused by a negligent act, error or omission of Consultant or Consultant's employees, agents, or subconsultants. This indemnification shall include reimbursement of the County's reasonable attorneys' fees and expenses of litigation, but only to the extent that defense is insurable under Consultant's liability insurance policies.

7.3 Indemnification by County. County agrees to indemnify and hold harmless the Consultant from any liability, claims, losses, damages, costs, judgments, or expenses, including reasonable attorneys' and other professional fees, resulting directly or indirectly from any negligent, tortious or illegal act or omission by the County (including its officers, employees, agents and subcontractors) arising from the terms of this Agreement, and against all loss by reason of the failure of the County, its agents, employees or subcontractors fully to perform all obligations under this Agreement. For clarification and not by way of limitation, this obligation to indemnify and hold harmless shall apply to all materials prepared or furnished pursuant to this Agreement, including, without limitation, the unlawful disclosure or use of protected data or other noncompliance with the Records and Information provisions set forth in Section 8.

8. RECORDS AND INFORMATION.

8.1 Ownership of Documents, Intellectual Property Rights and Confidentiality. All documents, reports, recommendations, and other work prepared or furnished by Consultant pursuant to this Agreement are work products of the County and shall be the property of the County. Consultant represents and certifies that the works and documents created and paid for under this Agreement do not and will not infringe upon any intellectual property rights of other persons or entities. Consultant shall furnish the County with all products upon completion of the work, and at any other time as requested by the County. Consultant may retain copies of all such work products and related documents, but Consultant may not use the work products and related documents for any purpose not related to the Project without the County's consent. No reports, documents, or other information that are generated under this Agreement shall be released by

Consultant except as required to be released by the Minnesota Data Practices Act or with the approval of the Authorized Representative.

8.2 Data Practices. The Consultant must comply with the Minnesota Government Data Practices Act (Minnesota Statutes Chapter 13) as it applies to all data provided to the Consultant by the County under this Agreement and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by Consultant pursuant to this Agreement. If the Consultant receives a request to release data pursuant to this Section 8.2, the Consultant shall notify the County immediately and consult with the County as to how the Consultant should respond to the request. The Consultant's response shall comply with applicable law.

8.3 Private and Confidential Data. The Consultant shall comply with the provisions of the Minnesota Government Data Practices Act (Minnesota Statutes Ch. 13) and all other applicable state and federal laws, rules and regulations relating to data privacy or confidentiality, which may include the Health Insurance Portability and Accountability Act (HIPAA and/or the Health Information Technology for Economic and Clinical Health Act (HITECH). Consultant further acknowledges that the classification of data as trade secret data will be determined based on applicable law, and labeling data as trade secret data will not necessarily make it so.

8.4 County Network Connection. Consultant acknowledges that this Agreement does not authorize Consultant to make any connection to the County's network through the use of any hardware or through a Virtual Private Network (VPN). In the event a VPN or other network connection becomes necessary or convenient during the term of this Agreement, Consultant shall not make any such connection without first obtaining the express written consent of the County's Information Technology Director and executing and delivering to the County copy of the County's then-current Information Technology Usage Agreement.

9. AUDIT.

Consultant shall maintain complete and accurate records with respect to costs incurred and services performed under this Agreement for a period of at least six (6) years after the termination of this Agreement. Pursuant to Minn. Stat. § 16C.05, Subd. 5, Consultant shall allow the County or other persons or agencies authorized by the County, including the Legislative or State Auditor, access to the records of Consultant at reasonable hours, including all books, records, documents, and accounting procedures and practices of Consultant relevant to the subject matter of the Agreement, for purposes of audit.

10. NOTICE.

Any notices required or permitted to be given under this Agreement: (i) shall be in writing signed by or on behalf of the party making the same; (ii) shall be deemed given or delivered (a) if delivered personally, when received, (b) if sent from within the United States by registered or certified mail, postage prepaid, return receipt requested, on the

third business day after mailing, or (c) if sent by messenger or reputable overnight courier service, on the next business day after mailing; and (iii) shall be addressed to each party at its address set forth in this Agreement, or at such other address as the parties shall designate in writing by personal delivery, certified mail, or overnight courier service.

11. DISPUTES.

The County's Authorized Representative will be the initial interpreter of the requirements of this Agreement and will determine the acceptability of the work to be provided hereunder. All claims, disputes and other matters relating to the acceptability of the work must be referred to the County's Authorized Representative in writing with a request that a formal decision be made within a reasonable period of time. Written notice of each claim, dispute or other matter must be delivered to the County's Authorized Representative within 30 days of the occurrence of the event giving rise to the claim, dispute or other matter. All data supporting the claim, dispute or other matter must be submitted to the County's Authorized Representative within 45 days of the event, unless the County's Authorized Representative allows for additional time based on the availability of complete and accurate data. The Consultant shall continue to perform while the claim or dispute is pending. The issuance of a decision by the County's Authorized Representative shall be a condition precedent to the Consultant's exercise of the rights and remedies the Consultant may have under this Agreement or at law with respect to the claim, dispute or other matter.

12. TERMINATION AND SUSPENSION.

12.1 County Termination and Suspension With Cause. This Agreement may be suspended or terminated by the County if the Consultant violates any of the terms or conditions of this Agreement as determined by the County. In the event the County exercises its right to suspend or terminate this Agreement, the County shall submit written notice to the Consultant specifying the extent of the suspension or termination and the reasons therefore, and the date upon which suspension or termination becomes effective.

12.2 County Termination and Suspension Without Cause. The County may terminate this Agreement without cause by giving at least 30 days written notice to the Consultant. Upon receipt of a notice of such termination, the Consultant shall take all action necessary to discontinue work or further commit County funds.

12.3 Consultant Termination With Cause. This Agreement may be terminated by the Consultant if the County violates any of the terms or conditions of this Agreement as determined by the Consultant. In the event the Consultant exercises its right to terminate this Agreement, the Consultant shall submit written notice to the County specifying the reasons therefore, and the date upon which termination becomes effective.

- 12.4 Consultant Termination Without Cause. The Consultant may terminate this Agreement without cause by giving at least 30 days written notice to the County. Upon County's receipt of a notice of such termination, the Consultant shall cease all work on the Project and provide all documents pertaining to the Project to the County as soon as is reasonably feasible, but not longer than five (5) business dates from the County's receipt of the notice of termination.
- 12.5 Payment upon Termination and Suspension With or Without Cause. The Consultant shall be entitled to payment for all work satisfactorily performed up to the day the termination or suspension takes effect, as determined by the County.

13. SURVIVAL.

The provisions of this Agreement which, by their terms, impose obligations that are continuing in nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this Agreement, including, without limitation, the following clauses: Sections 2.5 (Standard of Care and Liability for Work); 7 (Insurance and Indemnification); 8 (Records and Information); 9 (Audit); 14.3 (Governing Law; Jurisdiction; Venue).

14. GENERAL PROVISIONS.

14.1 Entire Agreement; Amendments; Conflicts. This Agreement (including the exhibits attached hereto) constitutes the entire agreement and understanding of the parties with respect to the subject matter hereof and supersedes all prior and contemporaneous agreements, documents and proposals, oral or written, between the parties with respect thereto. Any amendment or modification to this Agreement shall not be valid unless such amendment or modification (i) is in writing and signed by authorized representatives of both parties and (ii) references this Agreement. The terms and conditions of the exhibits are integral parts of this Agreement and are fully incorporated herein by this reference.

14.2 Compliance with Applicable Law. The Consultant agrees to comply with applicable federal, state and local laws or ordinances, and applicable rules, regulations, and standards established by any agency of such governmental units, which are now or hereafter promulgated insofar as they relate to the Consultant's performance of the provisions of this Agreement. It shall be the obligation of the Consultant to maintain, pay for and obtain all licenses required by any governmental agency for the provision of those services contemplated herein.

14.3 Governing Law; Jurisdiction; Venue. This Agreement shall be governed by the laws of the State of Minnesota, without regard to its conflict of laws rules. For the purpose of resolving conflicts related to or arising out of this Agreement, the parties expressly agree that venue shall be exclusively in the State of Minnesota, County of Redwood. The parties hereby expressly consent to the exclusive personal jurisdiction of the federal and state courts located in the State of Minnesota, regardless of the citizenship or residency of either party at the time of the commencement of any legal proceeding.



14.4 Debarment. Consultant certifies that it is not prohibited from doing business with either the federal government or the State of Minnesota as a result of any debarment or suspension proceedings. Consultant's certification is a material representation upon which the County's approval of this Agreement is based. Consultant shall provide immediate written notice to the County's authorized representative if at any time Consultant learns that this certification is erroneous or becomes erroneous due to changed circumstances.

14.5 Conflict of Interest. The Consultant affirms that, to the best of the Consultant's knowledge, the Consultant's involvement in this Agreement does not result in a conflict of interest with any party or entity, which may be affected by the terms of this Agreement. The Consultant agrees that, should any conflict or potential conflict of interest become known to the Consultant, it will immediately notify the County of the conflict or potential conflict, specifying the part of this Agreement giving rise to the conflict or potential conflict, and will advise the County whether the Consultant will or will not resign from the other engagement or representation.

14.6 Assignment and Delegation. Neither party shall assign its rights or delegate its duties under this Agreement without receiving the prior written consent of the other party.

14.7 Successors in Interest. The provisions of this Agreement shall be binding upon and inure to the benefit of the parties and their permitted successors and assigns.

14.8 Severability. In the event that any portion of this Agreement shall be held to be invalid, such invalidity shall not affect the validity of the remainder of this Agreement.

14.9 Execution. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original and to constitute one and the same instrument. Electronic copies of this Agreement, including without limitation, those transmitted by facsimile or scanned to an image file, shall be considered originals.

*[Signature page follows.]*

IN WITNESS WHEREOF, the parties hereto have executed this Agreement to be effective as of the Effective Date set forth above.

**REDWOOD COUNTY**

**BOLTON AND MENK, INC**

By: \_\_\_\_\_

By: \_\_\_\_\_

Jim Salfer  
\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Name

Board Chair, Redwood County  
\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

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

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

APPROVED AS TO FORM:

By: \_\_\_\_\_  
Redwood County Attorney

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

## EXHIBIT A

### SCOPE OF SERVICES

The Consultant agrees to provide Consultation Services for the County during the term of this Agreement. The Consultant shall use sound and independent professional judgment in performing these duties. Said “Consultation Services” include the following:

Consultant must deliver a completed, competitive, bundled BIP planning grant application. The consultant is to assign and detail a project lead, who will take responsible charge of completing the grant application and complete coordination with Redwood County. Redwood County expects the project lead to remain the same person through the duration of the project.

The following 16 bridges will be considered for inclusion into the grant application as a single bundle:

Bridge No.	Route	Township	LPI	Suff. Rate	Survey	Design	Load Posting	Bridge Type	Yr. Built	Bridge No.
64513	CR 70	New Avon	55.0	-	I	I	-	36' timber slab span	1965	64513
64503	CR 51	Underwood	60.0	-	I	I	-	79' timber slab span	1962	64503
89888	CR 65	Sheridan	<b>61.0</b>	-	I	I	28-40-40	161' timber beam span	1957	89888
64542	CR 60	Sundown	<b>62.0</b>	-	I	I	30-40-40	84' timber slab span	1980	64542
89874	CR 57	Gales	<b>65.0</b>	-	I	I	18-32-32	42' steel beam span	1916	89874
89875	CR 57	Gales	<b>79.0</b>	-	I	I	24-40-40	53' steel beam span	1952	89875
64517	CSAH 10	Granite Rock	53.0	-	I	I	32-40-40	62' timber slab span	1969	64517
64501	CSAH 11	Sherman	54.0	-	I	I	26-40-40	105' timber slab span	1960	64501
64531	CSAH 5	Johnsonville	58.0	-	I	I	36-40-40	180' timber beam span	1978	64531
64518	CSAH 4	Johnsonville	60.0	-	I	I	40-40-40	70' timber slab span	1971	64518
92194	CSAH 101	City Redwood	56.0	-	I	I	-	20' precast channel span	1962	92194
5745	CSAH 6	Lamberton	60.0	-	I	I	-	128' steel beam span	1938	5745
64511	CSAH 7	Vail	<b>63.0</b>	-	I	I	-	40' timber slab span	1965	64511
64514	CSAH 7	Lamberton	<b>70.0</b>	-	I	I	40	127' timber beam span	1968	64514
89845	CSAH 17	Willow Lake	<b>70.0</b>	-	I	I	22-40-40	53' steel beam span	1950	89845
4067	CSAH 1	Sundown	<b>72.0</b>	-	I	I	34-40-40	44' steel beam span	1959	4067

The consultant’s BIP planning grant application must follow the format as outlined in the BIP Notice of Funding Opportunity (NOFO), to also include the following:

- 1) Basic Project Information
  - a. Project Narrative – Description, Location, Parties
  - b. Project map, showing bridges and connections to transportation infrastructure and ADT
  - c. Detailed planning and design project schedule, to include timelines for public input, preliminary design, environmental coordination, permitting, etc. should a BIP grant be awarded. The planning timeline must be complete within a 2 year period, or sooner if feasible.
- 2) National Bridge Inventory Data
- 3) Project Costs
  - a. Budget narrative
  - b. Cost estimates to complete survey, design and environmental work
  - c. Detailed breakouts by funding source
  - d. Budget Information Form for Non-Construction Programs
- 4) Project Outcome Criteria
  - a. Estimated costs avoided by prevention of closure of bridges
  - b. Crash data summary at each bridge location, safety summary and proposed safety improvements and associated reduction of accidents and related costs
  - c. Person and freight mobility benefits and reliability improvements
  - d. Generic statement regarding benefits from long-term resiliency to extreme weather events and flooding, along with wildlife connectivity benefits
  - e. Pedestrian and bicycle considerations
  - f. Detailed benefits of bridge bundling
- 5) Project Priority Considerations

Redwood County is committed to replacing and maintaining its bridge structures. Redwood County is currently under contract to design and replace an additional 32 bridges not listed on this planning grant. Of these, 10 are already under construction contract, 2 bridges have designs complete and funding secured and will be under construction contract by the end of the year, 4 bridges have designs complete and are waiting on bridge bonds, and an additional 10 will have complete designs by year end.

Bridges on Redwood County's transportation system serves:

- As a farm to market route for grain, fertilizer and fuel for both small and large agricultural businesses and farms;
- Local and regional traffic movement of good and services;
- As a transportation corridor to access solar farms, sugar beat farms and a multitude of businesses located along the routes;
- Bus routes to bring children to and from school;
- Corridor for postal and emergency services;
- As a corridor for utilities and broadband to route their services within the existing right-of-way; and
- Local resident needs.

The value of the livestock and grain market in Redwood County should be estimated as part of this application. Redwood County will provide direction on how this could be done.

Redwood County has substantial experience with receipt and expenditure of Federal-aid highway program funds under title 23, U.S.C., and will ensure that BIP Grant funds are properly encumbered and liquidated. A list of recent projects includes SP 064-601-014 (2022), SP 064-624-006 (2022), SP 064-610-031 (2020), SP 064-701-018 (2020), SP 064-605-030 (2019), SP 064-620-004 (2018) and SP 064-070-005 (2018).

Redwood County has some small, specific strategies it would like to use for Innovative Technology, Project Delivery and Financing that will be detailed, and is receptive to additional concepts that may be presented by the consultant.

The application must detail a project timeline that completes all design and environmental coordination and clearances to obtain BIP fund obligation no later than September 30, 2025, and construction completion by September 30, 2030. Ideally the timeline will illustrate readiness to advertise for bids by December 1, 2024, and complete construction by October 1, 2026, and closeout the construction contract by September 30, 2027.

The application must include detailed preliminary, itemized, planning cost estimate for each bridge, which includes costs for all: design, public engagement, topographic survey, soil boring, wetland delineation and permitting services, environmental coordination, assessments and categorical exclusion approvals, asbestos and hazardous waste reports, mussel survey costs, financial plan revenue estimates, life cycle maintenance costs and Benefit-Cost Analysis (BCA) costs. A 6.1% inflation cost per year must be included in the estimate and itemized by year. The grant application appears to require a 20% match for on system bridges and 10% match for off-system bridges, which must be detailed as a funding breakout for each item. The consultant must submit a request for information to the FHWA program administrator to verify if the local match is required for planning grants. If so, at this time, Redwood County prefers this match to be listed as a local match. Redwood County will provide grant application language detailing how we will fund this local match.

The project is not located in a federal or USDOT designated areas of development, empowerment or choice neighborhoods.

The completed application template must be near the front of the application (i.e. after title sheet and table of contents) along with a summary of project selection criteria in tabulated format. The application must complete the National Bridge Inventory Data form for each bridge. Assumptions can be made on average daily truck traffic.

The bridge projects will be updated on Redwood County's Bridge Priority list and resolution in July of 2022. The projects are not currently programmed for design due to a lack of funding.

The bridges being applied for are not included in any other discretionary grant application to date.

Enclosures:

1. 2022 Bridge Investment Program Grants NOFO

2. FY 2022 BIP Bridge Projects Application Template
3. Budget Information for Non-Construction Programs
4. Redwood County Bridge Design Guidance
5. Redwood County Bridge Plan Common Requirements
6. Bridge Proposal Short Form

## **EXHIBIT B**

### **PROJECT SCHEDULE**

The Consultant will provide the County with the services in **Exhibit A** beginning upon the date of the Agreement and shall end on December 31, 2022.

**The grant application timeline will be as follows:**

- |         |   |
|---------|---|
| June 28 | Proposals due by consultant;  |
| June 29 | Award selection by Highway Department staff and consultant notification   |
| July 5  | County Board Resolution for Prioritized Bridge Replacement List (by County);  |
| July 6  | Kickoff Meeting via MS Teams;<br>Consultant list of questions that need answering for BIP planning grant application;   |
| July 12 | Itemized survey, design, environmental cost estimates and project schedules for each bridge project due by consultant via attached short form or other submittal format that illustrates the requested information; |
| July 14 | Draft application due by consultant;  |
| July 19 | County edits/comments due;  |
| July 21 | Final application submittal by County Highway Department with consultant attending in person to submit application (7am – 12pm);<br>County to complete SF-424A and SF-424B forms;                                   |

## EXHIBIT C

### COMPENSATION

The County shall pay Consultant \$22,742.00 for the performance of the services in **Exhibit A** pursuant to the terms and conditions of section 4. PAYMENT TO CONSULTANT of the Agreement. Any additional expenses, will require pre-approval by the County's Authorized Representative prior to incurring the expense.

#### Detailed Cost Estimate

Client: Redwood County Project Bridge Bundling BIP Planning Grant		Bolton & Menk, Inc.									
Task No.	Work Task Description	Principal In Charge	Senior Planner	Planner	GIS Specialist	Transportation Engineer	Structural Engineer	Project Funding Specialist	Admin/Coordination	Total Hours	Total Cost
1.0	Project Management & Coordination	9	10	0	0	0	0	3	2	24	\$3,842
2.0	BIP Grant	4	20	31	16	12	24	30	0	137	\$18,900
<b>Total Hours</b>		13	30	31	16	12	24	33	2	161	
<b>Average Hourly Rate</b>		\$198.00	\$156.00	\$128.00	\$130.00	\$145.00	\$175.00	\$100.00	\$100.00		
<b>Subtotal</b>		\$2,574	\$4,680	\$3,968	\$2,080	\$1,740	\$4,200	\$3,300	\$200		
<b>Total Fee</b>											<b>\$22,742</b>

#### Schedule of Fees

Employee Classification	Hourly Billing Rates
Senior Principal	\$220-295/Hour
Principal Engineer/Surveyor/Planner/GIS/Landscape Architect	\$150-235
Senior Engineer/Surveyor/Planner/GIS/Landscape Architect	\$140-225
Project Manager (Inc. Survey, GIS, Landscape Architect)	\$130-250
Project Engineer/Surveyor/Planner/Landscape Architect	\$100-195
Design Engineer/Landscape Designer/Graduate Engineer/Surveyor	\$85-195
Specialist (Nat. Resources; GIS; Traffic; Graphics; Other)	\$90-180
Senior Technician (Inc. Construction, GIS, Survey)	\$100-190
Technician (Inc. Construction, GIS, Survey)	\$80-165
Administrative/Corporate Specialists	\$60-140
Structural/Electrical/Mechanical/Architect	\$120-295
GPS/Robotic Survey Equipment	NO CHARGE
CAD/Computer Usage	NO CHARGE
Routine Office Supplies	NO CHARGE
Routine Photo Copying/Reproduction	NO CHARGE
Field Supplies/Survey Stakes & Equipment	NO CHARGE
Mileage	NO CHARGE

<sup>1</sup> No separate charges will be made for GPS or robotic total stations on Bolton & Menk, Inc. survey assignments; the cost of this equipment is included in the rates for Survey Technicians.



## EXHIBIT D

### INSURANCE REQUIREMENTS

Consultant shall procure and maintain for the duration of the Agreement, insurance coverage for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by Consultant.

1. Minimum Scope of Insurance: Coverage shall be at least as broad as follows:
  - a. General Liability coverage (occurrence form CG 00 01 or a substitute form providing equivalent coverage), and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury, advertising, and liability assumed under an insured contract (including the tort liability of another assumed in a business contract).
  - b. Automobile Liability coverage shall be written on ISO form CA 00 01, CA 00 05, CA 00 12, CA 00 20, or substitute for providing equivalent liability coverage. Such insurance shall cover liability arising out of any auto (including owned, hired, and non-owned autos).
  - c. Workers' Compensation as required by the State of Minnesota, and Employer's Liability insurance. If the Consultant's employment is an excluded employment under Minn. Stat. § 176.041 and the Consultant elects not to purchase workers' compensation coverage, the Consultant shall provide the County with a written waiver of workers' compensation coverage in a form acceptable to the County. The Consultant agrees that under no circumstances shall the County be responsible for workers' compensation for injuries suffered in connection with this Agreement.
2. Minimum Limits of Insurance: Consultant shall maintain **NO LESS THAN** the following limits of insurance:
  - a. General Liability Insurance, and if necessary, Umbrella Liability:
    - \$1,000,000 per occurrence
    - \$1,000,000 annual aggregate
    - \$1,000,000 products and completed operations aggregate
    - \$1,000,000 aggregate limit – Umbrella Policy
  - b. Business Automobile Liability and if necessary, Umbrella Liability:
    - \$1,000,000 per occurrence

- c. Employers Liability:
  - as required by the State of Minnesota
- d. Professional/Technical Liability or Errors and Omissions:
  - \$500,000 per occurrence – Errors & Omissions
  - \$1,000,000 per occurrence – Bond (conduct by employee constituting malfeasance, willful neglect of duty or bad faith)
  - \$1,000,000 annual aggregate

3. Deductibles and Self-Insurance:

- a. Any deductibles will be the sole responsibility of the Consultant and may not exceed \$50,000 without the written consent of the County. Any request for a higher deductible must first be approved by the County after Consultant provides the County with financial documentation sufficient for the County to determine whether Consultant has the financial resources to cover the requested deductible.

4. Additional Insurance Conditions:

- a. Consultant's insurance shall apply as primary insurance with respect to any other insurance or self-insurance program maintained by the County. The County's insurance or self-insurance program shall be excess of Consultant's insurance and shall not contribute to it.
- b. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the NCDA or its officers, officials, employees or volunteers.
- c. Consultant must obtain insurance policies from insurance companies having an "AM BEST" rating of A:VII or better and authorized to do business in the State of Minnesota.

5. Verification of Coverage:

Consultant shall provide the County with certificates of insurance and original endorsements showing that the Consultant has each type of insurance coverage and limits required under this Agreement. All certificates and endorsements are to be received and approved by the County before work commences.

**Redwood County Board of Commissioners**

403 South Mill Street

P.O. Box 130

Redwood Falls, MN 56283

Phone: (507) 637-4016 Fax: (507) 637-4017

redwoodcounty-mn.us



**Resolution Authorizing Bridge Investment Program (BIP) Planning Grant Application  
For Redwood County Off System and County State Aid On-System Bridges**

*July 5, 2022*

The following Resolution was offered by Commissioner \_\_\_\_\_ and moved for adoption at a Regular Meeting held on July 5, 2022 at the Redwood County Government Center, Redwood Falls, MN:

WHEREAS, the Redwood County Highway Department will submit a Planning Grant Application for the BIP Grant Program that results in subsequent eligibility for BIP funding; and

WHEREAS, Redwood County is committed to replacing and maintaining its bridge structures in a state of good repair which will improve the safety, efficiency, and reliability of the movement of people and freight over bridges; and

WHEREAS, Redwood County and will use this planning opportunity to identify innovative approaches for improving the condition of bridges and thereby improving transportation safety of many modes, community connectivity and quality of life, access to labor markets, access to agriculture, commercial, energy and intermodal facilities; and

WHEREAS, eligible planning projects will include evaluation of future bridge projects that will meet requirements and intentions for the BIP grant program, addressing climate change, resiliency of at-risk infrastructure, sustainability, environmental justice, equity, barriers to opportunity, creation of good paying jobs with the free and fair choice to join a union, incorporation of labor standards and workforce programs and safety;

WHEREAS, Redwood County has the most structurally deficient bridges in the State of Minnesota and has been working diligently to plan, design and fund millions of state and local dollars to address the most critical needs. A planning grant will not only further this work to address a regionally deficient system, but allow the county to move from a reactive to proactive approach and incorporate meaningful consideration to the above requirements and mutual goals of the DOT and Redwood County; and

WHEREAS, Redwood County is committed to seeking federal, state and local financial assistance options to complete the planning, design and construction, and asset management planning of all bridges on the county system; and

*1st District*

**RICK WAKEFIELD**

P.O. Box 473

Walnut Grove, MN 56180

(507) 859-2369

Rick\_W@co.redwood.mn.us

*2nd District*

**JIM SALFER**

865 Pine Street

Wabasso, MN 56293

(507) 342-2431

Jim\_S2@co.redwood.mn.us

*3rd District*

**DENNIS GROEBNER**

250 Center Street

Clements, MN 56224

(507) 692-2235

Dennis\_G@co.redwood.mn.us

*4th District*

**BOB VANHEE**

503 Fallwood Road

Redwood Falls, MN 56283

(507) 616-1000

Bob\_V@co.redwood.mn.us

*5th District*

**DAVE FORKRUD**

P.O. Box 235

Belview, MN 56214

(507) 430-1907

Dave\_F@co.redwood.mn.us

**Redwood County Board of Commissioners**

403 South Mill Street

P.O. Box 130

Redwood Falls, MN 56283

Phone: (507) 637-4016 Fax: (507) 637-4017

redwoodcounty-mn.us



WHEREAS, Redwood County has substantial experience with receipt and expenditure of Federal-aid highway program funds under title 23, U.S.C., and will ensure that BIP planning grant funds are available for obligation by through September 30, 2025 and properly encumbered and liquidated in a timely manner after obligation is reached; and

NOW, THEREFORE BE IT RESOLVED, that Redwood County Minnesota will pursue BIP grant funds for said purpose.

BE IT FURTHER RESOLVED, by the County Board of Redwood County that the Highway Department is hereby authorized to act as agent on behalf of this project and can confirm the following:

1. Redwood County is the legal sponsor supporting the proposed planning effort and is committed to completing the study, if awarded grant funding.
2. The Redwood County Highway Department has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capacity to ensure any necessary matching funds and a quality planning effort and documentation of findings and recommendations.
3. Upon award and approval from USDOT, Redwood County may enter into an agreement for the proposed planning effort and will comply with all applicable laws and regulations as stated in all contract agreements.
4. The County Board hereby supports submittal of a USDOT BIP planning grant application for the planning effort described above.

Seconded by Commissioner \_\_\_\_\_ and the same being put to a vote was duly carried.

This Resolution shall be effective immediately and without publication.

Adopted by the following vote: Ayes \_ Nays \_

Dated this 5<sup>th</sup> day of July, 2022

\_\_\_\_\_  
Board Chair, Redwood County

ATTEST:

\_\_\_\_\_  
Administrator, Redwood County

*1st District*

**RICK WAKEFIELD**

P.O. Box 473

Walnut Grove, MN 56180

(507) 859-2369

Rick\_W@co.redwood.mn.us

*2nd District*

**JIM SALFER**

865 Pine Street

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Jim\_S2@co.redwood.mn.us

*3rd District*

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*4th District*

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*5th District*

**DAVE FORKRUD**

P.O. Box 235

Belview, MN 56214

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Dave\_F@co.redwood.mn.us



**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b>	7/5/2022	<b>Originating Dept.:</b>	Highway
<b>Preferred 2<sup>nd</sup> Date:</b>	NEXT AVAILABLE		
<b>Discussion Item:</b>		<b>Presenter:</b>	Anthony Sellner, PE
Approve Professional Services Agreement for BIP Grant Application		<b>estimated time needed:</b>	5 mins
<b>Board Action:</b> <input checked="" type="checkbox"/> Yes, action required		<input type="checkbox"/> No, informational only	

**If Action, Board Motion Requested:**

Approve professional services agreement with Bolton and Menk to complete a Federal Highway Administration (FHWA) Bridge Investment Program (BIP) Grant Application in the amount of \$22,742.

**Background Information:**

As part of the Infrastructure Investment and Jobs Act (IIJA), the FHWA has allocated a minimum of \$20M out of \$2.36B in competitive 2022 BIP planning funds. The BIP planning grant must be submitted prior to July 25, 2022. The Notice of Funding Opportunity (NOFO) was published on June 10, 2022, leaving little time to complete a thorough application. Redwood County is seeking to secure FHWA funding for all design, public engagement, topographic survey, soil boring, wetland delineation and permitting services, environmental coordination, assessments and categorical exclusion approvals, asbestos and hazardous waste reports, mussel survey costs, financial plan revenue estimates, life cycle maintenance costs and Benefit-Cost Analysis (BCA) costs. We anticipate the planning grant could amount to an award between \$500k to \$1M to pay for design activities for up to 16 bridges. At this time, MnDOT has not and no other Counties in Minnesota have indicated they will apply for this planning grant, which bolsters our opportunity for success. By completing these planning and design level activities, we will better position Redwood County to receive future BIP Construction grants. The planning grant will be funded through local levy dollars.

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

**Administrators Comments:**

[Empty box for Administrator Comments]

Reviewed by Administrator:  Yes  No

**\*\* The deadline for submitting items is 4:30 p.m. Wednesday prior to a Tuesday board day \*\***



**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b>	7/5/2022	<b>Originating Dept.:</b>	Highway
<b>Preferred 2<sup>nd</sup> Date:</b>	NEXT AVAILABLE		
<b>Discussion Item:</b>		<b>Presenter:</b>	Anthony Sellner, PE
Authorization to advertise Waterbury Township Br L6863 Replacement		<b>estimated time needed:</b>	5 mins
<b>Board Action:</b> <input checked="" type="checkbox"/> Yes, action required <input type="checkbox"/> No, informational only			

**If Action, Board Motion Requested:**

Authorization to advertise Waterbury Township Bridge L6863 Replacement (SAP 064-599-121) with individual letting dates to be determined by the County Engineer.

**Background Information:**

Project location is five miles south of Wabasso on Impala Ave.

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

**Administrators Comments:**

Reviewed by Administrator:  Yes  No

**\*\* The deadline for submitting items is 4:30 p.m. Wednesday prior to a Tuesday board day \*\***

# MINNESOTA DEPARTMENT OF TRANSPORTATION REDWOOD COUNTY

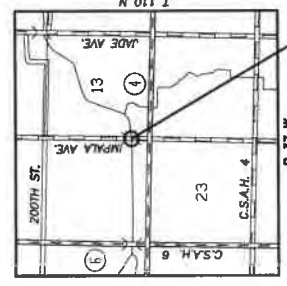
**CONSTRUCTION PLANS FOR BRIDGE NO. 64598 AND APPROACH GRADING**  
 LOCATED 0.1 MILES NORTH OF JCT. C.S.A.H. 4 ON IMPALA AVE. OVER SLEEPY EYE CREEK,  
 1.9 MILES NORTHWEST OF WANDA, MN.  
 (Geographical Description)

SEC. 13      TWP. 110 N      R 37 W      (Legal Description)  
 STATE AID PROJ. NO. 064-599-121

GROSS LENGTH      850.00 FEET      0.123 MILES  
 BRIDGES-LENGTH      77.02 FEET      0.015 MILES  
 EXCEPTIONS-LENGTH      0.00 FEET      0.000 MILES  
 NET LENGTH      850.00 FEET      0.123 MILES

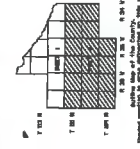
### PLAN SYMBOLS

- COUNTY LINE
- RANGE LINE
- SECTION LINE
- QUARTER LINE
- CENTRAL R/W
- NEW P/W
- TEMP USE
- UNIMPROVED RD. OR SKLD.
- EXISTING ROAD
- UNDESIGNED BOUNDARY
- CORPORATE OR CITY LIMITS
- WATER PLANTED PROPERTY
- ALIGNED STATIONS
- ALIGNED POINTS
- RIVER OR CREEK
- DRAINAGE DITCH
- BRIDGE
- ROAD CHAINL TRACK
- RR CROSSING
- RR CROSSING DATE
- RR CROSSBACK SIGN
- RR CROSSING SIGN W/LIGHTS
- CHUNKY WOOD
- WOOD BANK FENCE
- WOOD PILE
- WOOD FENCE
- BEHIND WALL
- GUARDRAIL (CABLE)
- GUARDRAIL (PLATE BEAM)
- CULVERT
- CULVERT WITH APRONS
- WOODS OR BRUSH
- CONCRETE (GREEN)
- CONCRETE (CURED)
- CONCRETE (CURED) TREES
- HERDGE
- SWAMP OR SHIMP
- SWAMP OR MARSH
- MOVEMENT (CONTACT, SET, ...)
- IRON PIPE OR STEEL
- IRON PIPE OR KEABAR
- IRON PIPE WITH BRASS DEK
- NAIL PK. I.M.H. SPICE. SPT. 1-SAR. ...
- VERTICAL CONTROL
- POWER POLE
- POWER POLE
- LIGHT AND TELEPHONE POLE
- LIGHT, TELEPHONE AND POWER POLE
- CITY POLE
- PALE ANCHOR
- TELEPHONE POLE
- TELEPHONE AND POWER POLE
- UNDERGROUND CABLE
- TELEPHONE MANHOLE (MULTI)
- ELECTRIC CABLE IN CONDUIT
- BERMED ELECTRIC CABLE
- BERMED TELEPHONE CABLE
- CAS LINE
- WATER LINE
- VALVE
- FIRE HYDRANT
- WATER MANHOLE
- WELL
- LAWN SPRINKLER HEAD
- CATCH BASIN
- SEPTIC TANK
- SEWER MAIN LEFT STA.
- SEWER LINE
- PERMANENT BARRICADE
- TRAFFIC SIGNAL LIGHT
- WIND HOLE
- ENTRANCE
- BUILDING
- SHEDDING
- STEEL TOWER
- FLAG POLE



PROP. BRIDGE NO. 64598  
 S.A.P. 064-599-121  
 BEG. PROJ. STA. 174+00.00  
 END PROJ. STA. 174+77.02  
 EXIST. BRIDGE NO. 15554  
 TIMBER SLAB SPAN  
 STRUCTURE LENGTH: 44.4'  
 ROADWAY WIDTH: 20.4'  
 YEAR BUILT: 1985

PROJECT LOCATION  
 Outside of the County within the State



**SUBSURFACE UTILITY NOTE**  
 THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS DETERMINED ACCORDING TO THE GUIDELINES OF C/ASSE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."

MINN. PROJ. NO.

**GOVERNING SPECIFICATIONS**  
 THE 2020 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR CONSTRUCTION SHALL GOVERN. SEE SPECIAL PROVISIONS FOR ALL XXXX.LXX SERIES PAY ITEMS FOR ADDITIONAL REQUIREMENTS.

### LIST OF SHEETS

NO.	TITLE SHEET
1	GENERAL PLAN & ELEVATION
2	BRIDGE TYPICAL SECTION & QUANTITIES
3	BRIDGE LAYOUT
4	PAVING PLAN
5-6	PRESTRESSED CONCRETE BEAM
7	END DAMPBRIDGE
8	ASPC BRIDGE DETAILS
9-10	APPROX SLOPES WITH GEOTEXTILE FILTER
11-12	BRIDGE SURVEY - PLAN & PROFILE
13-14	ROADWAY TYPICAL SECTION & QUANTITIES
15-17	ROADWAY TYPICAL SECTION & QUANTITIES
18	ROADWAY CROSS SECTIONS
19	EROSION CONTROL PLAN
20	TRAFFIC CONTROL
21-24	
25-31	
32	

THIS PLAN CONTAINS 32 SHEETS.

### DESIGN DESIGNATION FOR:

FUNCTIONAL CLASSIFICATION	RURAL LOCAL
NO. OF TRAFFIC LANES	2
NO. OF PARKING LANES	11'
DRIVING LANE WIDTH	3'
SHOULDER WIDTH	55
ADT (CURRENT YEAR) 2021	55
ADT (PROJECTED YEAR) 2041	
PAVEMENT DESIGN	
ESALS (20)	
R=VALUE	
SOIL FACTOR	30 MPH
DESIGN SPEED	200'
BASED ON SIGHT DISTANCE	
HEIGHT OF EYE / HEIGHT OF OBJECT	3.5' / 2.0'
DESIGN SPEED NOT ACHIEVED AT:	

**RONALD L. DOKKEN**  
 DESIGN ENGINEER - I, HEREBY CERTIFY THAT THIS PLAN (SHEETS 1-32) WAS PREPARED BY ME OR UNDER MY CLOSE PERSONAL SUPERVISION AND I AM A LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DATE: 1-18-22      LICENSE NUMBER: 13937  
 APPROVED: *Todd Broadwell*      DATE: 2/08/22  
**Todd Broadwell**      Digitally signed by Todd Broadwell  
 Date: 2022.02.08 12:39:51 -0500  
**Todd Broadwell**      Digitally signed by Todd Broadwell  
 Date: 2022.02.08 12:39:51 -0500  
 STATE AID ENGINEER, APPROVED FOR STATE AID FUNDING

**ERICKSON ENGINEERING**  
 WWW.ERICKSONENGINEERING.COM  
 852-929-6781

STATE AID PROJECT NO. 064-599-121      BRIDGE NO. 64598  
 SHEET NO. 1 OF 32 SHEETS



**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b> July 5th	<b>Originating Dept.:</b> Assessor
<b>Preferred 2<sup>nd</sup> Date:</b>	
<b>Discussion Item:</b> Contracts with Assessor's Office.	<b>Presenter:</b> John Thompson
	<b>estimated time needed:</b> 5 Minutes
<b>Board Action:</b> <input checked="" type="checkbox"/> Yes, action required	<input type="checkbox"/> No, informational only

**If Action, Board Motion Requested:**

Approve assessing agreements with Morgan and Vesta Townships for the 2022 Assessment years.

**Background Information:**

These are contracts with the Morgan and Vest Townships that the County will now be assessing. They have been approved by the Township boards and the County Attorney.

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

**Administrators Comments:**

Reviewed by Administrator:  Yes  No

**\*\* The deadline for submitting items is 4:30 p.m. Wednesday prior to a Tuesday board day \*\***



RECEIVED

JUN 10 2022

ASSESSMENT AGREEMENT BETWEEN LOCAL UNIT AND COUNTY OF  
REDWOOD

THIS AGREEMENT ("Agreement"), Made and entered into by and between the COUNTY OF REDWOOD, a political subdivision of the State of Minnesota, hereinafter referred to as the "COUNTY", and the Township of Morgan, a political subdivision of the State of Minnesota, hereinafter referred to as TOWNSHIP

WHEREAS, said TOWNSHIP lies wholly within the COUNTY OF REDWOOD and constitutes a separate assessment district;

WHEREAS, under such circumstances, the provisions of Minnesota Statutes, Section 273.072 and Minnesota Statutes, Section 471.59 permit the County Assessor to provide for the assessment of property;

WHEREAS, said TOWNSHIP desires the COUNTY to perform certain assessments on behalf of said TOWNSHIP; and

WHEREAS, the COUNTY maintains a County Assessor pursuant to Minnesota Statutes, Section 273.061 and is willing and able to provide assessment services to TOWNSHIP;

NOW, THEREFORE, in consideration of the mutual covenants contained herein, it is agreed as follows:

1. Scope of Services. The COUNTY shall perform the property assessment for the TOWNSHIP in accordance with property assessment procedures and practices established and observed by the COUNTY, the validity and reasonableness of which are hereby acknowledged and approved by the TOWNSHIP. Any such practices and procedures may be changed from time to time, by the COUNTY in its sole judgment, when good and efficient assessment procedures so require. The property assessment by the COUNTY shall be composed of those assessment services which are set forth in Exhibit A, attached hereto and made a part hereof by this reference, provided that the time frames set forth therein shall be considered to be approximate only.
2. Term. This Agreement shall commence on July 1, 2022, and shall terminate on June 30, 2023. Either party may initiate an extension of this Agreement for a term of three years by giving the other written notice of its intent to so extend prior to ninety (90) days prior to the anniversary date of this agreement. Any extended term hereof shall be on the same terms and conditions set forth herein. If the party who receives said notice of intent to extend gives written notice to the other party of its desire not to extend prior to, ninety (90) days, this Agreement shall terminate on June 30, 2023.
3. Records and Information. All information, records, data, reports, etc. necessary to allow the COUNTY to carry out its herein responsibilities shall be furnished to the COUNTY without charge by the TOWNSHIP, and the TOWNSHIP agrees to cooperate in good faith with the COUNTY in carrying out the work under this Agreement.

The COUNTY shall own and retain all records, including but not limited to any and all assessment appraisal records, created by the County Assessor under this Agreement and shall be the responsible party for said records under the Minnesota Government Data Practices Act (Minnesota Statutes Chapter 13). The COUNTY shall continue to own and retain, subject to statutory retention obligations, all such records after the termination of this Agreement.

4. Duties of COUNTY. The COUNTY will abide by the requirements of Minnesota Statute, section 273.061 for establishment of an office of county assessor. The COUNTY represents that it has, or will secure at its own expense, all personnel required to perform the assessment services under this agreement. All such personnel shall meet the applicable accreditation standards and other ethical guidelines that apply to individuals providing assessing services in the State of Minnesota.

The COUNTY shall provide all assessing duties and services to Township of Morgan and shall prepare and submit such reports as shall be necessary and required by Minnesota law. The County Assessor shall attend such meetings, hearings, board of review hearings or other such public meetings or hearings as shall reasonably be required by to fulfill the duties and obligations of the COUNTY under this Agreement.

5. Authorized Representative. The County Assessor shall serve as the Authorized Representative of the County and as the liaison with the TOWNSHIP. The Authorized Representative shall have the express authority to make all contacts with the Township of Morgan on behalf of the County. The TOWNSHIP shall submit reports and other materials prepared pursuant to this Agreement to the Authority's Authorized Representative, by mailing or delivering them to:

Redwood County Assessor  
403 S Mill Street  
Redwood Falls, Minnesota 56283

6. Relationship between the Parties. It is agreed that nothing herein contained is intended or should be construed in any manner as creating or establishing the relationship of joint ventures, co-partners, or an association between the parties hereto or as constituting the TOWNSHIP as the agent, representative or employee of the COUNTY for any purpose or in any manner whatsoever.
7. Indemnification. The TOWNSHIP agrees that it will defend, indemnify and hold the COUNTY, its elected officials, officers, agents, employees and duly authorized volunteers harmless from any and all liability (statutory or otherwise) claims, suits, damages, judgments, interest, costs or expenses (including reasonable attorney's fees, witness fees and disbursements incurred in the defense thereof) resulting from or caused by the negligent or intentional acts or omissions of the TOWNSHIP, its officers, agents, contractors, employees or duly authorized volunteers in the performance of the responsibilities provided by this Agreement. The TOWNSHIP's liability shall be governed by Minn. Stat. Chapter 466 and other applicable law, rule and regulation, including common law.

COUNTY agrees that it will defend, indemnify and hold the TOWNSHIP, its elected officials, officers, agents, employees and duly authorized volunteers harmless from any and all liability (statutory or otherwise) claims, suits, damages, judgments, interest, costs or expenses (including reasonable attorney's fees, witness fees and disbursements incurred in the defense thereof) resulting from or caused by the negligent or intentional acts or omissions of the COUNTY, its officers, agents, contractors, employees or duly authorized volunteers in the performance of the responsibilities provided by this Agreement. The COUNTY's liability shall be governed by Minn. Stat. Chapter 466 and other applicable law, rule and regulation, including common law.

8. Compensation. The current assessment contains approximately 322 Parcels. In consideration for said assessment services, the TOWNSHIP shall pay to COUNTY the sum of \$12.00 per parcel for 2022. Payment shall be made payable June 15. Payment would be made payable to the County of Redwood directed to the County Auditor/Treasurer.
9. Notice. Any notices required or permitted to be given under this Agreement: (i) shall be in writing signed by or on behalf of the party making the same; (ii) shall be deemed given or delivered (a) if delivered personally, when received, (b) if sent from within the United States by registered or certified mail, postage prepaid, return receipt requested, on the third business day after mailing, or (c) if sent by messenger or reputable overnight courier service, on the next business day after mailing; and (iii) shall be addressed to each party at its address set forth in this Agreement, or at such other address as the parties shall designate in writing by personal delivery, certified mail, or overnight courier service.
10. Disputes. The COUNTY's Authorized Representative will be the initial interpreter of the requirements of this Agreement and will determine the acceptability of the work to be provided hereunder. All claims, disputes and other matters relating to the acceptability of the work must be referred to the COUNTY's Authorized Representative in writing with a request that a formal decision be made within a reasonable period of time. Written notice of each claim, dispute or other matter must be delivered to the COUNTY's Authorized Representative within 30 days of the occurrence of the event giving rise to the claim, dispute or other matter. All data supporting the claim, dispute or other matter must be submitted to the COUNTY's Authorized Representative within 45 days of the event, unless the COUNTY's Authorized Representative allows for additional time based on the availability of complete and accurate data. The COUNTY shall continue to perform while the claim or dispute is pending. The issuance of a decision by the COUNTY's Authorized Representative shall be a condition precedent to the TOWNSHIP's exercise of the rights and remedies the TOWNSHIP may have under this Agreement or at law with respect to the claim, dispute or other matter.
11. Termination.

With Cause. This Agreement may be suspended or terminated by either party if any of the terms or conditions of this Agreement are violated. In the event either party exercises its right to terminate this Agreement, the terminating party shall submit written notice to the other party specifying the extent of the termination and the reasons therefore, and the date upon which termination becomes effective.

Without Cause. Either party may terminate this Agreement without cause by giving at least 90 days written notice to the other party. Upon receipt of a notice of such termination, the COUNTY shall take all action necessary to discontinue work pursuant to the Agreement.

Payment upon Termination. The COUNTY shall be entitled to payment for all work satisfactorily performed.

If the TOWNSHIP should cancel this Agreement, as above provided, before the completion of the then current property assessment by the COUNTY, the TOWNSHIP agrees to defend and hold the COUNTY, its officials, officers, agents, employees and duly authorized volunteers harmless from any liability that might ensue as a result of the non-completion of a property tax assessment.

12. Survival. The provisions of this Agreement which, by their terms, impose obligations that are continuing in nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this Agreement, including, without limitation, the following clauses: Indemnification; Records and Information; Governing Law; Jurisdiction; Venue.
13. Entire Agreement; Amendments; Conflicts. This Agreement (including the exhibits attached hereto) constitutes the entire agreement and understanding of the parties with respect to the subject matter hereof and supersedes all prior and contemporaneous agreements, documents and proposals, oral or written, between the parties with respect thereto. Any amendment or modification to this Agreement shall not be valid unless such amendment or modification (i) is in writing and signed by authorized representatives of both parties and (ii) references this Agreement. The terms and conditions of the exhibits are integral parts of this Agreement and are fully incorporated herein by this reference.
14. Compliance with Applicable Law. The COUNTY agrees to comply with applicable federal, state and local laws or ordinances, and applicable rules, regulations, and standards established by any agency of such governmental units, which are now or hereafter promulgated insofar as they relate to the COUNTY's performance of the provisions of this Agreement. It shall be the obligation of the COUNTY to apply for, pay for and obtain all permits and/or licenses required by any governmental agency for the provision of those services contemplated herein.
15. Governing Law; Jurisdiction; Venue. This Agreement shall be governed by the laws of the State of Minnesota, without regard to its conflict of laws rules. For the purpose of resolving conflicts related to or arising out of this Agreement, the parties expressly agree that venue shall be exclusively in the State of Minnesota, County of Redwood. The parties hereby expressly consent to the exclusive personal jurisdiction of the federal and state courts located in the State of Minnesota, regardless of the citizenship or residency of either party at the time of the commencement of any legal proceeding.
16. Equal Employment Opportunity. In connection with the execution of this Agreement, the COUNTY agrees that it will comply with Minn. State § 363A.08, to not discriminate

national original, sex, marital status, status with regard to public assistance, membership or activity in a local commission, disability, sexual orientation, or age.

17. **Conflict of Interest.** The parties affirms that, to the best of their knowledge, this Agreement does not result in a conflict of interest with any party or entity, which may be affected by the terms of this Agreement. The parties agrees that, should any conflict or potential conflict of interest become known to the parties, they will immediately notify the other party of the conflict or potential conflict, specifying the part of this Agreement giving rise to the conflict or potential conflict.
18. **Severability.** In the event that any portion of this Agreement shall be held to be invalid, such invalidity shall not affect the validity of the remainder of this Agreement.
19. **Execution.** This Agreement may be executed in one or more counterparts, each of which shall be deemed an original and to constitute one and the same instrument. Electronic copies of this Agreement, including without limitation, those transmitted by facsimile or scanned to an image file, shall be considered originals.

RECEIVED


JUN 10 2022

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by its duly authorized officers and delivered on its behalf, this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

REDWOOD COUNTY  
ASSESSOR

COUNTY OF REDWOOD  
STATE OF MINNESOTA


Reviewed by County  
Attorney's Office:

  
Date: 06.17.2022

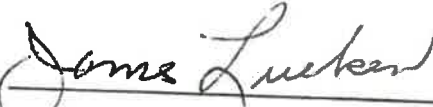
By: \_\_\_\_\_  
Chair of the County Board

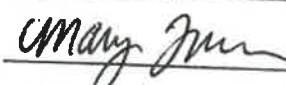
And: \_\_\_\_\_  
Assistant/Deputy/County Administrator

ATTEST: \_\_\_\_\_  
Deputy/Clerk of the County Board

 Yes  
yes J-T.  
T.G. Yes

Township of Morgan

By:   
Its Chair persona

And:   
Its clerk

City organized under:

\_\_\_\_\_ Statutory \_\_\_\_\_ Option A \_\_\_\_\_ Option B \_\_\_\_\_ Charter

**EXHIBIT A**  
**Township of Morgan**

During the contract term, the County shall:

1. Physically inspect and revalue 20% of the real property, as required by law.
2. Physically inspect and value all new construction, additions and renovation.
3. Adjust estimated market values on those properties not physically inspected as deemed necessary per sales ratio analysis.
4. Prepare the initial assessment roll.
5. Print and mail valuation notices.
6. Respond to taxpayers regarding assessment or appraisal problems or inquiries.
7. Conduct valuation reviews prior to Board of Review or Open Book Meetings, as determined by the Local Board at their meeting for a continuance of their annual meeting in April.
8. Attend Board of Review or conduct Open Book Meeting. Prepare all necessary review appraisals for April meetings.
9. Maintain an updated property file – current values, classification data and characteristic data.
10. Prepare divisions and combinations as required.
11. Administer the abatement process pursuant to Minn. Stat. §375.192.
12. Prepare appraisals; defend and/or negotiate all Tax Court cases.
13. Provide all computer hardware and software applications necessary to complete contracted services.
14. Process all homestead and special program applications.





JUN 10 2022

REDWOOD COUNTY  
ASSESSOR**ASSESSMENT AGREEMENT BETWEEN LOCAL UNIT AND COUNTY OF  
REDWOOD**

THIS AGREEMENT ("Agreement"), Made and entered into by and between the COUNTY OF REDWOOD, a political subdivision of the State of Minnesota, hereinafter referred to as the "COUNTY", and the Township of Vesta, a political subdivision of the State of Minnesota, hereinafter referred to as TOWNSHIP

WHEREAS, said TOWNSHIP lies wholly within the COUNTY OF REDWOOD and constitutes a separate assessment district;

WHEREAS, under such circumstances, the provisions of Minnesota Statutes, Section 273.072 and Minnesota Statutes, Section 471.59 permit the County Assessor to provide for the assessment of property;

WHEREAS, said TOWNSHIP desires the COUNTY to perform certain assessments on behalf of said TOWNSHIP; and

WHEREAS, the COUNTY maintains a County Assessor pursuant to Minnesota Statutes, Section 273.061 and is willing and able to provide assessment services to TOWNSHIP;

NOW, THEREFORE, in consideration of the mutual covenants contained herein, it is agreed as follows:

1. **Scope of Services.** The COUNTY shall perform the property assessment for the TOWNSHIP in accordance with property assessment procedures and practices established and observed by the COUNTY, the validity and reasonableness of which are hereby acknowledged and approved by the TOWNSHIP. Any such practices and procedures may be changed from time to time, by the COUNTY in its sole judgment, when good and efficient assessment procedures so require. The property assessment by the COUNTY shall be composed of those assessment services which are set forth in Exhibit A, attached hereto and made a part hereof by this reference, provided that the time frames set forth therein shall be considered to be approximate only.
2. **Term.** This Agreement shall commence on July 1, 2022, and shall terminate on June 30, 2023. Either party may initiate an extension of this Agreement for a term of three years by giving the other written notice of its intent to so extend prior to ninety (90) days prior to the anniversary date of this agreement. Any extended term hereof shall be on the same terms and conditions set forth herein. If the party who receives said notice of intent to extend gives written notice to the other party of its desire not to extend prior to, ninety (90) days, this Agreement shall terminate on June 30, 2023.
3. **Records and Information.** All information, records, data, reports, etc. necessary to allow the COUNTY to carry out its herein responsibilities shall be furnished to the COUNTY without charge by the TOWNSHIP, and the TOWNSHIP agrees to cooperate in good faith with the COUNTY in carrying out the work under this Agreement.

COUNTY agrees that it will defend, indemnify and hold the TOWNSHIP, its elected officials, officers, agents, employees and duly authorized volunteers harmless from any and all liability (statutory or otherwise) claims, suits, damages, judgments, interest, costs or expenses (including reasonable attorney's fees, witness fees and disbursements incurred in the defense thereof) resulting from or caused by the negligent or intentional acts or omissions of the COUNTY, its officers, agents, contractors, employees or duly authorized volunteers in the performance of the responsibilities provided by this Agreement. The COUNTY's liability shall be governed by Minn. Stat. Chapter 466 and other applicable law, rule and regulation, including common law.

8. Compensation. The current assessment contains approximately 335 Parcels. In consideration for said assessment services, the TOWNSHIP shall pay to COUNTY the sum of \$12.00 per parcel for 2022. Payment shall be made payable June 15. Payment would be made payable to the County of Redwood directed to the County Auditor/Treasurer.
9. Notice. Any notices required or permitted to be given under this Agreement: (i) shall be in writing signed by or on behalf of the party making the same; (ii) shall be deemed given or delivered (a) if delivered personally, when received, (b) if sent from within the United States by registered or certified mail, postage prepaid, return receipt requested, on the third business day after mailing, or (c) if sent by messenger or reputable overnight courier service, on the next business day after mailing; and (iii) shall be addressed to each party at its address set forth in this Agreement, or at such other address as the parties shall designate in writing by personal delivery, certified mail, or overnight courier service.
10. Disputes. The COUNTY's Authorized Representative will be the initial interpreter of the requirements of this Agreement and will determine the acceptability of the work to be provided hereunder. All claims, disputes and other matters relating to the acceptability of the work must be referred to the COUNTY's Authorized Representative in writing with a request that a formal decision be made within a reasonable period of time. Written notice of each claim, dispute or other matter must be delivered to the COUNTY's Authorized Representative within 30 days of the occurrence of the event giving rise to the claim, dispute or other matter. All data supporting the claim, dispute or other matter must be submitted to the COUNTY's Authorized Representative within 45 days of the event, unless the COUNTY's Authorized Representative allows for additional time based on the availability of complete and accurate data. The COUNTY shall continue to perform while the claim or dispute is pending. The issuance of a decision by the COUNTY's Authorized Representative shall be a condition precedent to the TOWNSHIP's exercise of the rights and remedies the TOWNSHIP may have under this Agreement or at law with respect to the claim, dispute or other matter.

11. Termination.

With Cause. This Agreement may be suspended or terminated by either party if any of the terms or conditions of this Agreement are violated. In the event either party exercises its right to terminate this Agreement, the terminating party shall submit written notice to the other party specifying the extent of the termination and the reasons therefore, and the date upon which termination becomes effective.

national original, sex, marital status, status with regard to public assistance, membership or activity in a local commission, disability, sexual orientation, or age.

17. Conflict of Interest. The parties affirms that, to the best of their knowledge, this Agreement does not result in a conflict of interest with any party or entity, which may be affected by the terms of this Agreement. The parties agrees that, should any conflict or potential conflict of interest become known to the parties, they will immediately notify the other party of the conflict or potential conflict, specifying the part of this Agreement giving rise to the conflict or potential conflict.
18. Severability. In the event that any portion of this Agreement shall be held to be invalid, such invalidity shall not affect the validity of the remainder of this Agreement.
19. Execution. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original and to constitute one and the same instrument. Electronic copies of this Agreement, including without limitation, those transmitted by facsimile or scanned to an image file, shall be considered originals.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by its duly authorized officers and delivered on its behalf, this 9<sup>th</sup> day of June, 2022.

COUNTY OF REDWOOD  
STATE OF MINNESOTA

Reviewed by County  
Attorney's Office:

By: \_\_\_\_\_  
Chair of the County Board

[Signature]  
Date: 06.17.2022

And: \_\_\_\_\_  
Assistant/Deputy/County Administrator

ATTEST: \_\_\_\_\_  
Deputy/Clerk of the County Board

Township of Vesta

By: [Signature] Chair Dalles Dolan

Its [Signature] Vice Chair Robert Alexander

And: \_\_\_\_\_

Its \_\_\_\_\_

City organized under:

\_\_\_\_\_ Statutory \_\_\_\_\_ Option A \_\_\_\_\_ Option B \_\_\_\_\_ Charter

Barbara Schmidt, Clerk



**EXHIBIT A**  
**Township of Vesta**

During the contract term, the County shall:

1. Physically inspect and revalue 100% of the real property.
2. Physically inspect and value all new construction, additions and renovation.
3. Adjust estimated market values on those properties not physically inspected as deemed necessary per sales ratio analysis.
4. Prepare the initial assessment roll.
5. Print and mail valuation notices.
6. Respond to taxpayers regarding assessment or appraisal problems or inquiries.
7. Conduct valuation reviews prior to Board of Review or Open Book Meetings, as determined by the Local Board at their meeting for a continuance of their annual meeting in April.
8. Attend Board of Review or conduct Open Book Meeting. Prepare all necessary review appraisals for April meetings.
9. Maintain an updated property file – current values, classification data and characteristic data.
10. Prepare divisions and combinations as required.
11. Administer the abatement process pursuant to Minn. Stat. §375.192.
12. Prepare appraisals; defend and/or negotiate all Tax Court cases.
13. Provide all computer hardware and software applications necessary to complete contracted services.
14. Process all homestead and special program applications.





**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b> 7/5/22	<b>Originating Dept.:</b> Environmental
<b>Preferred 2<sup>nd</sup> Date:</b>	
<b>Discussion Item:</b>	<b>Presenter:</b> Scott W
Accept \$2,000 donation to Plum Creek Park	<b>estimated time needed:</b> 5 minutes
<b>Board Action:</b> <input checked="" type="checkbox"/> Yes, action required <input type="checkbox"/> No, informational only	

**If Action, Board Motion Requested:**

Adopt resolution accepting \$2,000.00 donation from the Walnut Grove Area Loggers.

**Background Information:**

The Walnut Grove Area Loggers have graciously offered to donate \$2,000.00 to be used to make improvements to the baseball fields.

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

**Administrators Comments:**

Reviewed by Administrator:  Yes  No

**\*\* The deadline for submitting items is 4:30 p.m. Wednesday prior to a Tuesday board day \*\***

**Redwood County Board of Commissioners**

403 South Mill Street

P.O Box 130

Redwood Falls, MN 56283

Phone: (507) 637-4016 Fax: (507) 637-4017

redwoodcounty-mn.us



**A RESOLUTION ACCEPTING THE DONATION OF \$2,000.00 FROM  
THE WALNUT GROVE AREA LOGGERS**

**WHEREAS**, the Walnut Grove Area Loggers, wishes to donate \$2,000.00 to Plum Creek County Park and;

**WHEREAS**, the Park will utilize the donation of \$2,000.00 for the purpose of baseball field improvements; and

**WHEREAS**, the Board of Commissioners appreciates the generosity of the Walnut Grove Area Loggers in supporting Plum Creek County Park;

**NOW THEREFORE BE IT RESOLVED**, that the Board of Commissioners hereby approves the acceptance of \$2,000.00 from the Walnut Grove Area Loggers to Plum Creek County Park, on behalf of the County.

**PASSED and ADOPTED** by the Redwood County Board of Commissioners this 5<sup>th</sup> day of July, 2022.

---

Jim Salfer, Chair  
Redwood County Board of Commissioners

---

Vicki Knobloch-Kletscher  
County Administrator

*1st District*

**RICK WAKEFIELD**

P.O. Box 473

Walnut Grove, MN 56180

(507) 859-2369

Rick\_W@co.redwood.mn.us

*2nd District*

**JIM SALFER**

865 Pine Street

Wabasso, MN 56293

(507) 342-2431

Jim\_S2@co.redwood.mn.us

*3rd District*

**DENNIS GROEBNER**

250 Center Street

Clements, MN 56224

(507) 692-2235

Dennis\_G@co.redwood.mn.us

*4th District*

**BOB VANHEE**

503 Fallwood Road

Redwood Falls, MN 56283

(507) 616-1000

Bob\_V@co.redwood.mn.us

*5th District*

**DAVE FORKRUD**

P.O. Box 235

Belview, MN 56214

(507) 430-1907

Dave\_F@co.redwood.mn.us





**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b> 7/5/22	<b>Originating Dept.:</b> Environmental
<b>Preferred 2<sup>nd</sup> Date:</b>	
<b>Discussion Item:</b>	<b>Presenter:</b> Scott W
Set prices for Plum Creek Park Clothing/Gear	<b>estimated time needed:</b> 5 minutes
<b>Board Action:</b> <input checked="" type="checkbox"/> Yes, action required <input type="checkbox"/> No, informational only	

**If Action, Board Motion Requested:**

Add the following items to the Plum Creek Park Fee Schedule.  
 T-shirt: \$15.00  
 Hooded Sweatshirt: \$35.00  
 Hats: \$25.00  
 Decals: \$3.00  
 Can Koozies: \$3:00  
 Playing Cards: \$6.00

**Background Information:**

In conjunction with the Plum Creek Park Committee we have ordered a selection of items to offer for sale at Plum Creek Park. The Park Committee reviewed the proposed prices and supported the prices as identified above, with the exception of the hats, which some thought should cost \$20.00 instead of \$25.00.

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

**Administrators Comments:**

[Empty text box for Administrator Comments]

Reviewed by Administrator:  Yes  No

**\*\* The deadline for submitting items is 4:30 p.m. Wednesday prior to a Tuesday board day \*\***

**Purchase Overview**

Item	Cost	Quantity	Total
t shirts	\$7.50	108	\$810.00
hooded	\$20.00	36	\$720.00
hats	\$14.00	48	\$672.00
stickers	\$0.30	1000	\$300.00
decals	\$1.00	250	\$250.00
can koozies	\$0.79	200	\$158.00
playing cards	\$3.45	300	\$1,035.00
<b>Total</b>			<b>\$3,945.00</b>

**Profit Analysis**

Item	Retail Price	Quantity	Revenue	Profit	Profit/Item
t shirts	\$15.00	108	\$1,620.00	\$810.00	\$7.50
hooded	\$35.00	36	\$1,260.00	\$540.00	\$15.00
hats	\$25.00	48	\$1,200.00	\$528.00	\$11.00
stickers		1000	\$0.00	-\$300.00	-\$0.30
decals	\$3.00	250	\$750.00	\$500.00	\$2.00
can koozies	\$3.00	200	\$600.00	\$442.00	\$2.21
playing cards	\$6.00	300	\$1,800.00	\$765.00	\$2.55
<b>Total</b>			<b>\$7,230.00</b>	<b>\$3,285.00</b>	



**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b> 7/5/22	<b>Originating Dept.:</b> Environmental
<b>Preferred 2<sup>nd</sup> Date:</b>	
<b>Discussion Item:</b>	<b>Presenter:</b> Scott W
Discuss upcoming Plum Creek Grant	<b>estimated time needed:</b> 5 minutes
<b>Board Action:</b> <input type="checkbox"/> Yes, action required <input checked="" type="checkbox"/> No, informational only	

**If Action, Board Motion Requested:**

Discuss upcoming Plum Creek Park Grant application and possible match needs and other expenses.

**Background Information:**

We are currently finishing up planning for the expansion of Plum Creek Park. A possible grant application may be submitted by July 29, 2022. Will bring this back to the next board meeting, but need to have a preliminary discussion first.

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

**Administrators Comments:**

Reviewed by Administrator:  Yes  No

**\*\* The deadline for submitting items is 4:30 p.m. Wednesday prior to a Tuesday board day \*\***



**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b>	7/5/2022	<b>Originating Dept:</b> Sheriff's Office
	7/5/2022	
<b>Preferred 2<sup>nd</sup> Date:</b>		
<b>Discussion Item:</b> Credit card for chief deputy Jason Jacobson.		<b>Presenter:</b> Randy Hanson  <b>Estimated time Needed:</b>

**Board Action:**  Yes, action required     No, informational only

**If Action, Board Motion Requested:**

Approve County credit card for chief deputy Jason Jacobson.

**Background Information:**

**Supporting Documents:**  Attached     None

**County Attorney Reviewed Information:**  Completed     In Progress     Not Applicable

**Administrators Comments:**

**Reviewed by Administrator:**  Yes     No



**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b> 7/5/2022	<b>Originating Dept.:</b> EDA
<b>Preferred 2<sup>nd</sup> Date:</b>	
<b>Discussion Item:</b>	<b>Presenter:</b> Briana Mumme
State Border-to-Border Grant Cities Funding Request	<b>estimated time needed:</b> 10 minutes
<b>Board Action:</b> <input checked="" type="checkbox"/> Yes, action required <input type="checkbox"/> No, informational only	

**If Action, Board Motion Requested:**

Authorization to discontinue requesting funds from the cities of Belview, Clements, Morgan, Seaforth, Vesta, Wabasso, Walnut Grove, and Wanda for the State of Minnesota Border-to-Border Broadband Development Grant local match.

**Background Information:**

At the June 21, 2022 Board meeting, the Board authorized an allocation of \$1.9 million to be applied to the State of Minnesota Border-to-Border Broadband Development Grant program to serve as the local match for the application submitted by Arvig. If awarded the project would deliver fiber-to-the-premises to the cities of Belview, Clements, Morgan, Seaforth, Vesta, Wabasso, Walnut Grove, and Wanda.

In March, the Board provided the directive to the EDA to seek funding requests from the cities and townships which were included in the original proposed project with Arvig. At that time, the Board would review the commitments to determine if they would include them in the application. The \$1.9m allocation does not include any funding contributions by any of the cities included in the project. In knowing the Board was positioned to make the allocation prior to requests being sent to all cities - Patrick and I recommend to discontinue the funding requests. It is known there are cities unable to contribute. Equity is a key component to this project, and supporting the county broadband vision.

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

**Administrators Comments:**

[Empty box for Administrator Comments]

Reviewed by Administrator:  Yes  No

**\*\* The deadline for submitting items is 4:30 p.m. Wednesday prior to a Tuesday board day \*\***



**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b>	7-5-22	<b>Originating Dept.:</b>	Administration
<b>Preferred 2<sup>nd</sup> Date:</b>			
<b>Discussion Item:</b>		<b>Presenter:</b>	Vicki Kletscher
Approve Data Practices Policy		<b>estimated time needed:</b>	2 minutes
<b>Board Action:</b>			
<input checked="" type="checkbox"/> Yes, action required		<input type="checkbox"/> No, informational only	

**If Action, Board Motion Requested:**

Adopt Data Practices Policy

**Background Information:**

MN Statute Chapter 13 Data Practices: Board must adopt the Policy annually. Assistant County Attorney Amy Busse has reviewed and updated the Policy pursuant to current statutes.

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

**Administrators Comments:**

Reviewed by Administrator:  Yes  No

**\*\* The deadline for submitting items is 4:30 p.m. Wednesday prior to a Tuesday board day \*\***



Redwood County

Data Subject Requests

## Data about You

The Minnesota Government Data Practices Act (MGDPA), Minn. Stat. Chap. 13, states data subjects have certain rights related to a government entity accessing, collecting, creating, transmitting, and keeping government data about them. You are the subject of data when you can be identified from the data. Government data is a term that means all recorded information a government entity has, including paper, electronic, DVDs, photographs, etc.

## Classification of Data about You

The MGDPA presumes that all government data are public unless a state or federal law says that the data are not public. Data about you are classified by state law as public, private, or confidential. See below for some examples.

1. **Public data:** We must give public data to anyone who asks; it does not matter who is asking for the data or why. The names of most individuals that work or volunteer for Redwood County is an example of public data.
2. **Private data:** We cannot give private data to the general public, but you may have access when the data are about you. We can share your private data with you, with someone who has your permission (with proper written consent), with our Redwood County staff who need the data to do their work, and as permitted by law. Your social security number is an example of private data about you.
3. **Confidential data:** Confidential data have the most restrictive access. Neither the public nor you can get access even when the confidential data are about you. We can share confidential data about you with our Redwood County staff who need the data to do their work and to others as permitted by law or court order. Investigative details in an active criminal investigation is an example of confidential data about you.

## Your Rights under the MGDPA

Redwood County must keep all government data in a way that makes it accessible. We can generally only collect and keep data about you that we need for administering and managing programs and providing services that are permitted by law. We are required to keep certain information according to a record retention schedule. As a data subject, you have the following rights.

### Access to Your Data

You have the right to look at (inspect), free of charge, public and private data that we keep about you. You also have the right to get copies of public and private data about you. We may need to review the data to ensure you do not get access to private data about someone else or confidential information.

The MGDPA allows us to charge for copies. You have the right to look at data, free of charge, before deciding to request copies.



Also, if you ask, we will tell you whether we keep data about you and whether the data are public, private, or confidential.

### **Parent rights to access data**

If you are a parent, you generally have the right to look at and get copies of public and private data about your minor children (under the age of 18) although there are certain exceptions under the law. As a legally appointed guardian, you have the right to look at and get copies of public and private data about an individual for whom you are the appointed guardian, although the same access to minor's data applies to guardians as it does to parent unless a court order directs otherwise.

### **Minors' rights**

Minors generally have the right to ask Redwood County not to give data about them to their parent or guardian. If you are a minor, we will make reasonable efforts to tell you that you have this right when appropriate [we are required to – prior to treatment, etc]. Redwood County may ask you to put your request in writing and to include the reasons that we should deny your parents access to the data. Redwood County will make the final decision about your request based on your best interests.

### **Your rights when Redwood County Collects Data from You**

When Redwood County asks you to provide data about yourself that are not public, we must give you a notice. The notice is sometimes called a 'Tennessee Warning'. The notice explains why we collect the data, what we do with the data, whether you may refuse or are legally required to supply the requested data, and who we share the data with. Usually, we can access, use and disclose the data only in the ways described in the notice.

We will ask for your written permission if we need to access, use or disclose private data about you in a different way, or if you ask us to release the data to another person. This permission called authorization or consent. State and federal laws may also require your written authorization/consent at the time data is collected.

### **Protecting your Data**

The MGDPA requires us to protect data. We are required to establish appropriate safeguards to ensure that data are secure.

As part of protecting data, per state and federal laws, Redwood County must perform assessments and inform persons of data breaches.

### **When your Data are Inaccurate and/or Incomplete**

You have the right to challenge the accuracy and/or completeness of data about you. You also have the right to appeal any decision of Redwood County. If you are a minor, your parent or guardian has the right to challenge data about you on your behalf.

If you wish to file a data challenge contact the appropriate person listed on page 5. More information about filing a data challenge is available at: <https://mn.gov/admin/data-practices/data/appeals/about-you/>

## How to Make a Request for Your Data

To look at data or request copies of data that Redwood County keeps about you, your minor children, or an individual for whom you have been appointed legal guardian or have consent or a court order for, you need to make a request in writing. You may make your request for data by contacting the appropriate Redwood County department. You may also make your request for data by using the data request form on page 7. If you choose not to use the data request form, your written request should include:

- that you are making a request, under the MGDPA, as a data subject, for data about you;
- whether you would like to inspect the data, have copies of the data, or both;
- a detailed description of the data you would like to inspect or have copied (dates, subject matter, etc.); and
- identifying information to verify you are the data subject, or data subject's parent/guardian - be as specific as possible with what data you would like to see.

Redwood County requires proof of your identity before we can respond to your request for private data. If you are requesting data about your minor child, you must show proof that you are the minor's parent. If you are a guardian, you must show legal documentation of your guardianship. Please see the Standards for Verifying Identity located on page 8.

## How Redwood County Responds to a Data Request

Once you make your request, we will work to process your request. If it is not clear what data you are requesting, we will ask you for clarification.

- If we do not have the data, we will notify you within ten (10) business days.
- If we have the data, but the data are confidential data or private data that are not about you, we will notify you within ten (10) business days and, at your request, state in writing which specific law says you cannot access the data.
- If we have the data, and the data are public or private data about you, we will respond to your request within ten (10) business days, by doing one of the following:
  - arrange a date, time, and place, during normal business hours, to inspect the data, if your request is to look at the data; or
  - provide you with copies of the data within ten (10) business days. You may choose to pick up your copies, or we will mail them to you. We will provide electronic copies (such as email, thumb drive, or CD) upon request if we keep the data in electronic format.

Redwood County may require you to pre-pay for copies of data. Information about copy charges is on page 6.

After Redwood County has provided you with access to data about you, we do not have to show you the data again for six months unless there is a dispute or we collect or create new data about you.

If you do not understand some of the data, please let us know. We will give you an explanation if you ask.

Policy required by Minn. Stat. 13.025, subd.2. Updated 7/2022.

The MGDPA does not require Redwood County to create or collect new data in response to a data request if we do not already have the data, or to provide data in a specific form or arrangement if we do not keep the data in that form or arrangement. For example, if the data you request are on paper only, we are not required to create electronic documents to respond to your request. If we agree to create data in response to your request, we will work with you on the details of your request, including cost and response time.

Redwood County may ask questions or request additional information in order to better process your request. If you do not respond to a request for clarification or other communication about your request, we may consider your request abandoned after a reasonable time passes.

Redwood County is not required under the MGDPA to respond to questions that are not specific requests for data.

**REDWOOD COUNTY DIRECTORY OF DATA REQUEST CONTACT PERSONS**

Department	Location	Contact Person	Phone Number
Assessor	Government Center	John Thompson	637-4008
Attorney	Courthouse	Jenna Peterson	637-4010
Auditor/Treasurer	Government Center	Jean Price	637-4013
Administrator	Government Center	Vicki Knobloch	637-4016
Maintenance	Courthouse	Loren Gewerth	637-4031
Emergency Management	Law Enforcement Center	Jim Sandgren	637-4034
Environmental Services	Government Center	Scott Wold	637-4023
Highway	Highway Building	Anthony Sellner	637-4056
License Center	Government Center	Jean Price	637-4029
Recorder	Government Center	Joyce Anderson	637-4025
Sheriff	Law Enforcement Center	Randy Hanson	637-4036
Veterans Service	Government Center	Roger Zollner	637-4034

The following offices are State offices. These offices may have data practices policies that differ from Redwood County's.

Court Administration, Redwood County Courthouse	507-637-4018
Probation	507-637-4047
Extension	507-637-4025

## Copy Costs – Data Subjects

Redwood County charges data subjects for copies of government data. These charges are authorized under Minn. Stat. 13.03, subd. 3.

You must pre-pay for the copies before we will give them to you.

### **For 100 or Fewer Paper Copies – 25 cents per page**

100 or fewer pages of black and white, letter or legal size paper copies cost 25¢ per page.

### **For 101 Copies and Most Other Types of Copies – Actual cost**

The charge for 101 copies and most other types of copies, when a charge is not set by statute or rule, is the actual cost of searching for and retrieving the data, and making the copies or electronically transmitting the data (e.g. sending the data by email).

In determining the actual cost of making copies, we are permitted to factor in employee time, the cost of the materials onto which we are copying the data (e.g., paper, CD, DVD, etc.), and mailing costs, if any. If your request is for copies of data that we cannot reproduce ourselves, Redwood County will charge you the actual cost we must pay an outside vendor for this service.

## Data Request Form – Subject of the Data

Date of request: \_\_\_\_\_

I am requesting access to data in the following way:

Inspection\*                       Copies\*\*                       Both inspection and copies

\*Inspection is free and may be done during normal business hours.

\*\*There may be a cost for copies of data. Redwood County will require you to pre-pay for copies.

**These are the data I am requesting:**

Describe the data you are requesting. Be as specific as possible (i.e., dates, types, names, projects, etc.).

**Contact Information:**

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_                      Email Address: \_\_\_\_\_

You are not legally required to provide any of the above contact information. However, if you want us to mail/email you copies of data, we will need your contact information. In addition, providing contact information may help us process your request. If we do not understand your request and need to get clarification from you, we will not be able to begin processing your request until you contact us.

## Standards for Verifying Identity

The following constitute proof of identity.

- An **adult individual** must provide a valid photo ID, such as:
  - a state driver's license;
  - a U.S. military ID;
  - a valid passport;
  - a Minnesota state ID; or
  - a Minnesota tribal ID.
  
- A **minor individual** must provide a valid photo ID, such as:
  - a state driver's license;
  - a U.S. military ID;
  - a valid passport;
  - a Minnesota state ID;
  - a Minnesota Tribal ID; or
  - a college or school ID.
  
- The **parent or legal guardian of a minor** must provide a valid photo ID *and either* a certified copy of the minor's birth certificate; *or* a certified copy of documents that establish the parent or guardian's relationship to the child, such as a court order relating to divorce, separation, custody, foster care; a foster care contract; or an affidavit of parentage.
  
- The **legal guardian for an individual** must provide a valid photo ID *and* a certified copy of appropriate documentation of appointment as guardian, such as:
  - court order(s); or
  - valid power of attorney.

Note: Redwood County may require that individuals provide proof of identity in person.

In certain circumstances, individuals who do not exercise their data practices rights in person may provide *either* notarized or certified copies of the documents that are required *or* an affidavit of ID.



Redwood County

Public Data Requests

## Right to Access Public Data

The Minnesota Government Data Practices Act (MGDPA), Minn. Stat. Chap. 13, presumes that all government data are public unless a state or federal law says the data are not public. Government data is a term that means all recorded information a government entity has, including paper, electronic, DVDs, photographs, etc.

The MGDPA also provides that Redwood County must keep all government data in a way that makes it easy for you, as a member of the public, to access public data. You have the right to look at (inspect), free of charge, public data that we keep. Redwood County is required to respond to requests for public data within a reasonable time, but may need to review whether data contains information classified as not public. You also have the right to get copies of public data. The MGDPA allows Redwood County to charge for copies. You have the right to look at data, free of charge, before deciding to request copies.

## How to Make a Data Request

To look at data or request copies of data that Redwood County keeps, Redwood County requires you make a written request. You may make your request for data by contacting the appropriate Redwood County department, for contact information see page 4. You may also make your request for data by using the data request form on page 6. If you choose not to use the data request form, your written request should include:

- that you, as a member of the public, are making a request for data under the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13;
- whether you would like to look at the data, get copies of the data, or both; and
- a clear description of the data you would like to inspect or have copied - be as specific as possible including subject matter, dates, etc.

Redwood County cannot require you, as a member of the public, to identify yourself or explain the reason for your data request. However, depending on how you want Redwood County to process your public data request (for example, if you want us to mail you copies of data), Redwood County may need some information about you. In addition, please keep in mind that if Redwood County does not understand your request and has no way to contact you, Redwood County will not be able to begin processing your request.

NOTE: Names of persons making a public data request and the nature of the request are public.

## How Redwood County Responds to a Data Request

Upon receiving your request, Redwood County will work to process it.

- If Redwood County does not have the data, we will notify you in writing as soon as reasonably possible.
- If Redwood County has the data, but the data are not public, we will notify you as soon as reasonably possible and, upon your request, state in writing which specific law says the data are not public.



- If Redwood County has the data, and the data are public, we will respond to your request within a reasonable amount of time by doing one of the following:
  - arrange a date, time, and place for you to inspect the data free of charge if your request is to look at the data (inspection must occur during normal business hours and at a time when staff are available); or
  - provide you with copies of the data as soon as reasonably possible. You may choose to pick up your copies, or we will mail them to you. If you want us to send you the copies, you will need to provide us with an address. We will provide electronic copies (such as email, CD, or thumb drive) upon request if we already have the data in electronic format.

Information about copy charges is on page 5. Redwood County will arrange for you to pre-pay for the copies.

If you do not understand some of the data (technical terminology, abbreviations, or acronyms), please let us know. We will give you an explanation if you ask.

The MGDPA does not require Redwood County to create or collect new data in response to a data request if we do not already have the data, or to provide data in a specific form or arrangement if we do not keep the data in that form or arrangement. For example, if the data you request are on paper only, Redwood County is not required to create electronic documents to respond to your request. If Redwood County agrees to create data in response to your request, we will work with you on the details of your request, including cost and response time.

Redwood County may ask questions or request additional information in order to better process your request. If you do not respond to a request for clarification or other communication about your request, we may consider your request abandoned after a reasonable time passes.

The MGDPA does not require Redwood County to answer questions that are not requests for data.

## Requests for Summary Data

Summary data are statistical records or reports derived from data on individuals, but in which individuals are not identified, and from which neither their identities nor any other characteristic that could uniquely identify an individual is ascertainable. The preparation of summary data is not a means to gain access to private or confidential data. Redwood County will provide summary data if you make your request in writing and pre-pay for the cost of the data. Redwood County is not required to create summary data, but may do so at your request and upon prepayment of the cost if it is able to. Upon receiving your written request for summary data – you may use the data request form on page 6 – Redwood County will respond with general details within ten (10) business days. See Minn. Rules 1205.0700.

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Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_                      Email Address: \_\_\_\_\_

You are not legally required to provide any of the above contact information. However, if you want us to mail/email you copies of data, we will need your contact information. In addition, providing contact information may help us process your request. If we do not understand your request and need to get clarification from you, we will not be able to begin processing your request until you contact us.



**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b> July 5, 2022	<b>Originating Dept.:</b> Administration
<b>Preferred 2<sup>nd</sup> Date:</b>	
<b>Discussion Item:</b> Justice Center Building Project Change order	<b>Presenter:</b> Vicki K <b>estimated time needed:</b> 2 minutes
<b>Board Action:</b> <input checked="" type="checkbox"/> Yes, action required <input type="checkbox"/> No, informational only	

**If Action, Board Motion Requested:**

Acknowledge Justice Center Change order #10 for Community Electric in the amount of \$3,723.00

**Background Information:**

Change order is for some design changes to the outside lighting scope and a requested change by the Court Administration for additional data lines and receptacles.

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

**Administrators Comments:**

Change order has been approved per previous authorization granted by the Board at the beginning of the building projects.

Reviewed by Administrator:  Yes  No

**\*\* The deadline for submitting items is 4:30 p.m. Wednesday prior to a Tuesday board day \*\***



# AIA Document G731™ – 2019

## Change Order, Construction Manager as Adviser Edition

<b>PROJECT:</b> <i>(name and address)</i> Redwood County New Justice Center  302 East 3rd Street Redwood Falls MN 56283	<b>CONTRACT INFORMATION:</b> Contract For: Cat.27:Elec/Comm/ Safety/Sec. Date: Oct. 6, 2020	<b>CHANGE ORDER INFORMATION:</b> Change Order Number: 010  Date: June 22, 2022
<b>OWNER:</b> <i>(name and address)</i> Redwood County PO Box 130, Redwood Falls MN 56283	<b>ARCHITECT:</b> <i>(name and address)</i> Wold Architects and Engineers 332 MN St #W2000, St. Paul, MN	<b>CONSTRUCTION MANAGER:</b> <i>(name and address)</i> Contegrity Group, Inc. 101 First Street SE, Little Falls, MN 56345
<b>CONTRACTOR:</b> <i>(name and address)</i> Community Electric, Inc 222 N Main St/Box 424 Renville MN 56284		

**THE CONTRACT IS CHANGED AS FOLLOWS:**  
*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

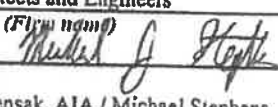

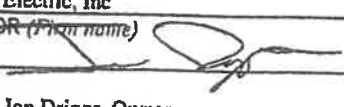

- PR 33: Exterior Signage Lighting
- PR 36: Office A105 Power & Data

The original Contract Sum was	\$	655,603.00
Net change by previously authorized Change Orders	\$	-18,746.66
The Contract Sum prior to this Change Order was	\$	636,856.34
The Contract Sum will be increased by this Change Order in the amount of	\$	3,723.00
The new Contract Sum including this Change Order will be	\$	640,579.34

The Contract Time will be increased by Zero (0) days.  
The Contractor's Work shall be substantially complete on

**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONSTRUCTION MANAGER, CONTRACTOR, AND OWNER.**

<b>Wold Architects and Engineers</b> ARCHITECT <i>(Firm name)</i>  SIGNATURE Jacob Wollensak, AIA / Michael Stephens PRINTED NAME AND TITLE 6/22/22 DATE:	<b>Contegrity Group, Inc.</b> CONSTRUCTION MANAGER <i>(Firm name)</i>  SIGNATURE Lawrence Filippi PRINTED NAME AND TITLE June 22, 2022 DATE:
<b>Community Electric, Inc</b> CONTRACTOR <i>(Firm name)</i>  SIGNATURE Luke Nord / Jon Driggs, Owner PRINTED NAME AND TITLE 06.29.22 DATE:	<b>Redwood County</b> OWNER <i>(Firm name)</i>  SIGNATURE Vicki Knobloch Kletscher PRINTED NAME AND TITLE 6.22.22 DATE:

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User Notes:



**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b>	July 5, 2022	<b>Originating Dept.:</b>	Commissioner
<b>Preferred 2<sup>nd</sup> Date:</b>			
<b>Discussion Item:</b>	Plum Creek Library System Funding Request		
	<b>Presenter:</b>	Commissioner Wakefield	
	<b>estimated time needed:</b>	5 minutes	
<b>Board Action:</b>	<input checked="" type="checkbox"/> Yes, action required	<input type="checkbox"/> No, informational only	

**If Action, Board Motion Requested:**

Approve/deny additional funding request of \$3,250 for Plum Creek Library System

**Background Information:**

2019 PCLS presented a 1-time funding request of \$2,500 from all member counties to replace an aging server.  
 2020, 2021 and 2022 PCLS again requested 1-time funding of \$3,250 to balance their budget.  
 2023 PCLS is again requesting \$3,250 to supplement their operating expenses

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

**Administrators Comments:**

The \$3,250 is currently included in the levy, their request is not an increase, it is the same as years previously noted.

Reviewed by Administrator:  Yes  No

**\*\* The deadline for submitting items is 4:30 p.m. Wednesday prior to a Tuesday board day \*\***



**PLUM CREEK**  
LIBRARY SYSTEM

290 South Lake St. PO Box 697  
Worthington, MN 56187  
507-376-5803  
plumcreeklibrary.org

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June 24, 2022

Dear Redwood County Commissioners and Administrator,

The Plum Creek Library System and our member libraries have found many innovative ways to provide access to information to the people throughout Southwest Minnesota, and I'm glad I had the opportunity to visit with you this year to share some of our annual highlights. Without the support of the nine counties that PCLS serves, we would not be able to continue to offer a wide range of programs and services to our region. We appreciate your support in the past and are requesting that you continue to provide financial support in the coming year.

PCLS is requesting \$3,250 from each of the nine counties to supplement our operating expenses during the 2022-23 fiscal year. The County's Aid to Public Libraries provides revenue for the PCLS member libraries and the funding we are requesting will enable PCLS to offer the services shared by the libraries, including delivery, access to statewide services, IT services, automation, and cooperative purchasing. The communities that PCLS serves have come to rely on the access to information that we provide, and we appreciate your willingness to help us continue to support our member libraries and our library users.

Thank you,

A handwritten signature in black ink, appearing to read "Elizabeth Hoffman".

Elizabeth Hoffman  
Director  
Plum Creek Library System