January 26, 2021

Nicollet County Government Center 501 South Minnesota Avenue, St. Peter, MN 56082

Commissioners – John Luepke, Chair; Jack Kolars; Terry Morrow; Marie Dranttel; Denny Kemp

NOTICE REGARDING NICOLLET COUNTY BOARD OF COMMISSIONERS MEETING AND DRAINAGE AUTHORITY MEETING
JANUARY 26, 2021
9:00 A.M.
NICOLLET COUNTY GOVERNMENT CENTER BOARD ROOM
501 SOUTH MINNESOTA AVENUE
ST. PETER, MN

Due to the COVID-19 (coronavirus) pandemic and resulting state and federal emergency declarations and guidance about limiting unnecessary person-to-person contact, the January 26, 2021 Nicollet County Board meeting and Drainage Authority meeting will be conducted under Minnesota Statute 13D.021 – Meetings by Telephone or Other Electronic Means. County Board and Drainage Authority members will participate by telephone or other electronic means.

How members of the public can participate in the meeting:

Join Zoom Meeting

https://us02web.zoom.us/j/88925898278?pwd=MUhqaW5yb0xsbFhuM2x5cCtKblZxQT09

Meeting ID: 889 2589 8278
Passcode: 747203

Mobile
+13126266799,,88925898278#,,,,*747203# US (Chicago)
+19292056099,,88925898278#,,,,*747203# US (New York)

The meeting can also be viewed at a later date at www.co.nicollet.mn.us/642/County-Board-Meeting-Videos. A copy of the meeting agenda and packet is available at www.co.nicollet.mn.us/AgendaCenter/Board-of-Commissioners-3.

Questions or comments regarding agenda items and viewing or listening to the meeting can be directed to Ryan Krosch, Nicollet County Administrator, at 507-934-7204 or rkrosch@co.nicollet.mn.us.

Nicollet County Board of Commissioners Meeting

January 26, 2021

Nicollet County Government Center 501 South Minnesota Avenue, St. Peter, MN 56082

Commissioners – John Luepke, Chair; Jack Kolars; Terry Morrow; Marie Dranttel; Denny Kemp

9:00 a.m. Call Drainage Authority Meeting to Order: Chair Morrow

1. Flag Pledge
2. Silence Your Cell Phones & Mute Microphones
3. Meeting Notice – MN Statute 13D.021
4. Approval of Agenda

Drainage Authority Agenda Items

1. Consent Agenda
   a. Approval of January 5, 2021 Drainage Authority Minutes
   b. Approval of January 12, 2021 Special Drainage Authority Minutes

9:05 a.m. 2. **This portion of the meeting is closed for attorney-client privilege pursuant to MN Statutes Chapter 13D to discuss litigation regarding the improvement project on Nicollet County Ditch 62A.**

9:25 a.m. 3. County Ditch 62A Improvement Project and Litigation

4. Consider Approval of the Lametti & Sons, Inc Contract for CD86A

Adjourn Drainage Authority Meeting

9:30 a.m. Call Board of Commissioners Meeting to Order: Chair Morrow

1. Approval of Agenda

Consent Agenda

1. Approval of January 5, 2021 Board Minutes
2. Natural Resources Block Grant Financial Reports
3. 2021 Solid Waste Collection and Transportation License Applicant
4. Joint Powers Agreement with State of Minnesota DHS State Operated Forensic Services
5. Annual South Central Community Based Initiative Purchase of Service Agreement
6. Chemical Dependency Treatment Provider: Updated Letter of County Need
7. End of Probations
8. Approval of Bills

Public Appearances

9:35 a.m. Health and Human Services

1. 2021 Beyond Brink/WEcovery Purchase of Service Agreement
2. COVID-19 Update

Continued…

9:50 a.m. Public Works

1. Consider 2020 LRIP Application Resolution of Support for SAP 052-615-025
2. Consider Appraisal Engagement Agreement for SAP 052-615-025

10:10 a.m. Administration

1. 2021 – 2025 Strategic Work Plan

10:15 a.m. Chair's Report

Commissioner Committee Reports

Commissioners Meetings & Conferences

Approve Per Diems and Expenses

Adjourn Board of Commissioners Meeting

Notice of Scheduled Meetings

The following is a notice of scheduled meetings. Pursuant to Minnesota Statute 13D.04, this notice of meetings also serves as notice of regular and special meetings of the Nicollet County Board of Commissioners. Meetings with a quorum of Nicollet County Board of Commissioners expected to attend is noted with an asterisk (*).

NOTICE REGARDING NICOLLET COUNTY MEETINGS DURING THE COVID-19 PANDEMIC
Due to the COVID-19 (coronavirus) pandemic and resulting state and federal emergency declarations, these and future Nicollet County meetings will be conducted under Minnesota Statute 13D.021 – Meetings by Telephone or Other Electronic Means.

Questions or comments regarding any Nicollet County meeting and requests to participate in any meeting can be directed to Ryan Krosch, Nicollet County Administrator, at 507-934-7204 or rkrosch@co.nicollet.mn.us.

January 26 – County Board of Commissioners Meeting, 9 a.m., Virtual Meeting*
January 26 – County Drainage Authority Meeting, 9 a.m., Virtual Meeting*
January 29 – Annual Nicollet County Meeting with State and Federal Officials, 10 a.m., Virtual Meeting*
February 3 – SWCD Board Meeting, 8:30 a.m.
February 4 – Highway 169 Coalition Meeting
February 9 – County Board of Commissioners Meeting, 9 a.m., Virtual Meeting*
February 9 – County Drainage Authority Meeting, 9 a.m., Virtual Meeting*
February 10 – Region 9 Board of Directors Meeting, 4:30 p.m.
February 15 – HOLIDAY, Offices Closed
February 16 – Individual Department Head Meeting with Finance, 8:15 a.m., Virtual Meeting*
February 16 – County Board Workshop, 9:30 a.m., Virtual Meeting*
February 17 – St. Peter Liaison Meeting, 10:30 a.m., Virtual Meeting
February 17-18 – AMC Legislative Conference, Virtual Meeting*
February 22 – Board of Adjustment and Appeals/Planning & Zoning Advisory Commission Meeting, 7 p.m., Nicollet County Board Room, St. Peter*
February 23 – County Board of Commissioners Meeting, 9 a.m., Virtual Meeting*
February 23 – County Drainage Authority Meeting, 9 a.m., Virtual Meeting*
February 25 – BNCHB Executive Committee Meeting, 8:15 a.m., Virtual Meeting
March 3 – SWCD Board Meeting, 8:30 a.m.
March 4 – Highway 169 Coalition Meeting
March 9 – County Board of Commissioners Meeting, 9 a.m., Virtual Meeting*
March 9 – County Drainage Authority Meeting, 9 a.m., Virtual Meeting*
March 10 – Region 9 Board of Directors Meeting, 4:30 p.m.
March 15 – Board of Adjustment and Appeals/Planning & Zoning Advisory Commission Meeting, 7 p.m., Nicollet County Board Room, St. Peter*
March 16 – Individual Department Head Meeting with Property & Public Services, 8:15 a.m., Virtual Meeting*
March 16 – County Board Workshop, 9:30 a.m., Virtual Meeting*
March 23 – County Board of Commissioners Meeting, 9 a.m., Virtual Meeting*
March 23 – County Drainage Authority Meeting, 9 a.m., Virtual Meeting*
March 25 – BNCHB Executive Committee Meeting, 8:15 a.m., Virtual Meeting

OFFICIAL PROCEEDINGS OF THE
NICOLLET COUNTY DRAINAGE AUTHORITY
January 5, 2021

The Nicollet County Drainage Authority met in regular session on Tuesday, January 5, 2021 at 10:38 a.m. with Chair Terry Morrow presiding. Commissioners Marie Dranttel, John Luepke, Jack Kolars, Denny Kemp and Terry Morrow were present. Also present were County Administrator Ryan Krosch, Recording Secretary Sarah Frahm and County Attorney Michelle Zehnder Fischer.

The meeting was held via teleconference pursuant to Minnesota Statute 13D.021 due to the coronavirus pandemic.

Consent Agenda

Motion by Commissioner Kemp and seconded by Commissioner Luepke to approve the consent agenda items as follows: approval of the December 15, 2020 Drainage Authority minutes. Motion carried with all voting in favor on a roll call vote.

Chair Morrow adjourned the meeting at 10:39 a.m.

_____
TERRY MORROW, CHAIR
BOARD OF COMMISSIONERS

ATTEST:

_____
RYAN KROSCH
CLERK TO THE BOARD

OFFICIAL PROCEEDINGS OF THE
NICOLLET COUNTY DRAINAGE AUTHORITY
January 12, 2021

The Nicollet County Drainage Authority met in special session on Tuesday, January 12, 2021 at 10:00 a.m. with Chair Terry Morrow presiding. Commissioners Marie Dranttel, Terry Morrow, Jack Kolars, Denny Kemp and John Luepke were present. Also present were County Administrator Ryan Krosch, Recording Secretary Sarah Frahm and County Attorney Michelle Zehnder Fischer.

The meeting was held via teleconference pursuant to Minnesota Statute 13D.021 due to the coronavirus pandemic. Zoom meeting technology was used to conduct the meeting. Chair Morrow, Administrator Krosch and Recording Secretary Frahm were in attendance at the County Board Room. The open portion of meeting was also video recorded.

Approval of Agenda

Motion by Commissioner Kemp and seconded by Commissioner Luepke to approve the agenda. Motion carried with all voting in favor on a roll call vote.

Closed Meeting
County Ditch 62A Improvement Project

At 10:01 a.m. Chair Morrow moved to a closed session of the Drainage Authority, as permitted under Minnesota Statute §13D.05, Subdivision 3(b), to discuss potential litigation regarding the improvement project on Nicollet County Ditch 62A. Individuals attending the closed meeting were: Commissioners Denny Kemp, Marie Dranttel, Terry Morrow, Jack Kolars and John Luepke; County Attorney Michelle Zehnder Fischer; County Administrator Ryan Krosch, County Engineer Seth Greenwood; Ditch Inspector Nate Henry, Public Services Manager Jaci Kopet and Attorney Roger Justin.

The regular Drainage Authority meeting reconvened at 11:20 a.m.

Open Meeting:

Commissioner Kemp noted that a Third Party Complaint was filed in the litigation involving County Ditch 62A that creates an actual conflict of interest for the retained counsel of record for the Drainage Authority. Motion by Commissioner Kemp and seconded by Commissioner Luepke to have the County waive the conflict of interest and to further direct the County Attorney to work with legal counsel to execute any required documents related to the waiver of the conflict of interest. Motion carried with all voting in favor on a roll call vote.

Motion by Commissioner Kolars and seconded by Commissioner Kemp to adjourn the meeting. Motion carried with all voting in favor on a roll call vote. The meeting adjourned at 11:26 a.m.

_____
TERRY MORROW, CHAIR
BOARD OF COMMISSIONERS

ATTEST:

_____
RYAN KROSCH
CLERK TO THE BOARD

Nicollet County Drainage Authority Meeting Agenda Item

Agenda Item:

County Ditch 62A Improvement Project

Primary Originating Division/Dept.: County Attorney's Office	Meeting Date: 01/26/2021
Contact: Michelle ZehnderFischer Title: County Attorney	Item Type: (Select One) Regular Agenda
Amount of Time Requested 20 minutes	
Presenter: Roger Justin Title: Attorney	Attachments: ○ Yes ◉ No

County Strategy: (Select One) Programs and Services - deliver value-added quality services

BACKGROUND/JUSTIFICATION:

Pursuant to Minn. Stat. 13D.05, subd. 3(b), a closed meeting of the Nicollet County Drainage Authority is needed to discuss litigation regarding the improvement project on Nicollet County Ditch 62A and the costs associated with the litigation.

Supporting Documents: ○ Attached ○ In Signature Folder ◉ None

Prior Board Action Taken on this Agenda Item: ○ Yes ◉ No

If "yes", when? (provide year; mm/dd/yy if known)

Approved by County Attorney's Office: ○ Yes ○ No ◉ N/A

ACTION REQUESTED:

FISCAL IMPACT: Other (Select One)

If "Other", specify

FUNDING

County Dollars =

Grant (Select One)

Total

FTE IMPACT: No FTE change (Select One)

If "Increase or "Decrease" specify:

Related Financial/FTE Comments:

Nicollet County Drainage Authority Meeting Agenda Item

NICOLLET COUNTY EST. 1853

Agenda Item:
Consider Approval of the Lametti & Sons, Inc Contract for CD86A

Primary Originating Division/Dept.: Public Services	Meeting Date: 01/26/2021
Contact: Jaci Kopet Title: Public Services Manager	Item Type: (Select One) Regular Agenda
Amount of Time Requested 5 minutes	
Presenter: Jaci Kopet Title: Public Services Manager	Attachments: ⦿ Yes ○ No

County Strategy: (Select One) Programs and Services - deliver value-added quality services

BACKGROUND/JUSTIFICATION:

Attached is the Lametti & Sons, LLC contract for the improvement project to CD86A for the Drainage Authority's consideration.

Lametti & Sons, LLC was awarded the bid on November 24, 2020.

This contract has been reviewed by the County Attorney

Supporting Documents: ⦿ Attached ○ In Signature Folder ○ None

Prior Drainage Authority Action Taken on this Item: ○ Yes ⦿ No

If yes, when? (provide year; mm/dd/yy if known)

Approved by County Attorney's Office: ⦿ Yes ○ No ○ N/A

ACTION REQUESTED:

Approval of Lametti & Sons, LLC contract.

FISCAL IMPACT: Other (Select One)

If "Other", specify

FUNDING
Drainage Authority Dollars =

Other (Select One)

Total

FTE IMPACT: No FTE change (Select One)

If "Increase or "Decrease" specify:

Related Financial/FTE Comments:

SECTION 00 5200

AGREEMENT FORM

BETWEEN OWNER AND CONTRACTOR

FOR CONSTRUCTION CONTRACT (STIPULATED PRICE)

THIS AGREEMENT is by and between Nicollet County Drainage Authority ("Owner") and **Lametti & Sons, Inc.** ("Contractor").

Terms used in this Agreement have the meanings stated in the General Conditions and the Supplementary Conditions.

Owner and Contractor hereby agree as follows:

ARTICLE 1 - WORK

1.01 Contractor shall complete all Work as specified or indicated in the Contract Documents. The Work is generally described as follows: a 90,000 gallon per minute pump station with 3 submersible pumps (2 high capacity axial flow and 1 smaller capacity centrifugal flow pumps), a cast in-place concrete structure and a prefabricated control building.

ARTICLE 2 - THE PROJECT

2.01 The Project, of which the Work under the Contract Documents is a part, is generally described as follows: Nicollet County Ditch No. 86A - High Capacity Stormwater Pumping Station plus Alternate 5.

ARTICLE 3 - ENGINEER

3.01 The Owner has retained ISG, Inc. ("Engineer") to act as Owner's representative, assume all duties and responsibilities of Engineer, and have the rights and authority assigned to Engineer in the Contract.

3.02 The part of the Project that pertains to the Work has been designed by Engineer.

ARTICLE 4 - CONTRACT TIMES

4.01 *Time of the Essence*

A. All time limits for Milestones, if any, Substantial Completion, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract.

4.02 *Contract Times: Dates*

A. The Work, except the final televising, will be substantially complete on or before May 28, 2021 and ready for final payment in accordance with Paragraph 15.06 of the General Conditions.

B. Final televising shall be completed no later then 6 months after completion date.

4.03 *Liquidated Damages*

A. Contractor and Owner recognize that time is of the essence as stated in Paragraph 4.01 above and that Owner will suffer financial and other losses if the Work is not completed and Milestones not achieved within the Contract Times, as duly modified. The parties also recognize the delays, expense, and difficulties involved in proving, in a legal or arbitration proceeding, the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty):

1. *Substantial Completion:* Contractor shall pay Owner the amount specified in the Schedule of Liquidated Damages below based on the original Contract amount for each day that expires after the time (as duly adjusted pursuant to the Contract) specified above for Substantial Completion, until the Work is substantially complete.

Schedule of Liquidated Damages		
Original Contract Amount		Liquidated damage charge
From more than, $	To and including, $	per calendar day, $
0	25,000	300
25,000	100,000	400
100,000	500,000	900
500,000	1,000,000	1,200
1,000,000	2,000,000	1,500
2,000,000	5,000,000	2,500
5,000,000	10,000,000	3,000
10,000,000	-	3,500

2. Liquidated damages for failing to timely attain Milestones, Substantial Completion, and final completion are not additive, and will not be imposed concurrently.

B. If Owner recovers liquidated damages for a delay in completion by Contractor, then such liquidated damages are Owner's sole and exclusive remedy for such delay, and Owner is precluded from recovering any other damages, whether actual, direct, excess, or consequential, for such delay, except for special damages (if any) specified in this Agreement.

4.04 *Special Damages*

A. Contractor shall reimburse Owner (1) for any fines or penalties imposed on Owner as a direct result of the Contractor's failure to attain Substantial Completion according to the Contract Times, and (2) for the actual costs reasonably incurred by Owner for engineering, construction observation, inspection, and administrative services needed after the time specified in Paragraph 4.02 for Substantial Completion (as duly adjusted pursuant to the Contract), until the Work is substantially complete.

B. After Contractor achieves Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining Work within the Contract Times, Contractor shall reimburse Owner for the actual costs reasonably incurred by Owner for engineering, construction observation, inspection, and administrative services needed after the time specified in Paragraph 4.02 for Work to be completed and ready for final payment (as duly adjusted pursuant to the Contract), until the Work is completed and ready for final payment.

C. The special damages imposed in this paragraph are supplemental to any liquidated damages for delayed completion established in this Agreement.

ARTICLE 5 - CONTRACT PRICE

5.01 Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents, the amounts that follow, subject to adjustment under the Contract:

A. For all Unit Price Work, an amount equal to the sum of the extended prices stated in Contractor's Bid (established for each separately identified item of Unit Price Work by multiplying the unit price times the actual quantity of that item), attached hereto as an exhibit.

The extended prices for Unit Price Work set forth as of the Effective Date of the Contract are based on estimated quantities. As provided in Paragraph 13.03 of the General Conditions, estimated quantities are not guaranteed, and determinations of actual quantities and classifications are to be made by Engineer.

ARTICLE 6 - PAYMENT PROCEDURES

6.01 *Submittal and Processing of Payments*

A. Contractor shall submit Applications for Payment in accordance with Article 15 of the General Conditions. Applications for Payment will be processed by Engineer as provided in the General Conditions.

6.02 *Progress Payments; Retainage*

A. Owner shall make progress payments on the basis of Contractor's Applications for Payment on or about the last day of each month during performance of the Work as provided in Paragraph 6.02.A.1 below, provided that such Applications for Payment have been submitted in a timely manner and otherwise meet the requirements of the Contract. All such payments will be

measured by the Schedule of Values established as provided in the General Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no Schedule of Values, as provided elsewhere in the Contract.

1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below but, in each case, less the aggregate of payments previously made and less such amounts as Owner may withhold, including but not limited to liquidated damages, in accordance with the Contract
   a. 95 percent of the value of the Work completed (with the balance being retainage).
      1) 95 percent of cost of materials and equipment not incorporated in the Work (with the balance being retainage).

B. Upon Substantial Completion, Owner shall pay an amount sufficient to increase total payments to Contractor to 100 percent of the Work completed, less such amounts set off by Owner pursuant to Paragraph 15.01.E of the General Conditions, and less 200 percent of Engineer's estimate of the value of Work to be completed or corrected as shown on the punch list of items to be completed or corrected prior to final payment.

6.03 *Final Payment*

A. Upon final completion and acceptance of the Work, Owner shall pay the remainder of the Contract Price in accordance with Paragraph 15.06 of the General Conditions.

6.04 *Consent of Surety*

A. Owner will not make final payment, or return or release retainage at Substantial Completion or any other time, unless Contractor submits written consent of the surety to such payment, return, or release.

6.05 *Interest*

A. All amounts not paid when due will bear interest at the rate of 6.00 percent per annum.

ARTICLE 7 - CONTRACT DOCUMENTS

7.01 *Contents*

A. The Contract Documents consist of all of the following:
   1. This Agreement.
   2. Bonds:
      a. Performance bond (together with power of attorney).
      b. Payment bond (together with power of attorney).
   3. General Conditions.
   4. Supplementary Conditions.
   5. Specifications as listed in the table of contents of the project manual (copy of list attached).
   6. Drawings listed on the attached sheet index.
   7. Addenda (numbers 1 to __3___, inclusive).
   8. Exhibits to this Agreement (enumerated as follows):
      a. Contractor's Bid
      b. Geotechnical Data Report
   9. The following which may be delivered or issued on or after the Effective Date of the Contract and are not attached hereto:
      a. Notice to Proceed.
      b. Work Change Directives.
      c. Change Orders.
      d. Field Orders.
      e. Warranty Bond, if any.

B. The Contract Documents listed in Paragraph 7.01.A are attached to this Agreement (except as expressly noted otherwise above).

C. There are no Contract Documents other than those listed above in this Article 7.

D. The Contract Documents may only be amended, modified, or supplemented as provided in the Contract.

ARTICLE 8 - REPRESENTATIONS, CERTIFICATIONS, AND STIPULATIONS

8.01 *Contractor's Representations*

A. In order to induce Owner to enter into this Contract, Contractor makes the following representations:
   1. Contractor has examined and carefully studied the Contract Documents, including Addenda.
   2. Contractor has visited the Site, conducted a thorough visual examination of the Site and adjacent areas, and become familiar with the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
   3. Contractor is familiar with all Laws and Regulations that may affect cost, progress, and performance of the Work.
   4. Contractor has carefully studied the reports of explorations and tests of subsurface conditions at or adjacent to the Site and the drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, with respect to the Technical Data in such reports and drawings.
   5. Contractor has carefully studied the reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, with respect to Technical Data in such reports and drawings.
   6. Contractor has considered the information known to Contractor itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Contract Documents; and the Technical Data identified in the Supplementary Conditions or by definition, with respect to the effect of such information, observations, and Technical Data on (a) the cost, progress, and performance of the Work; (b) the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor; and (c) Contractor's safety precautions and programs.
   7. Based on the information and observations referred to in the preceding paragraph, Contractor agrees that no further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract.
   8. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.
   9. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and of discrepancies between Site conditions and the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.
   10. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.
   11. Contractor's entry into this Contract constitutes an incontrovertible representation by Contractor that without exception all prices in the Agreement are premised upon performing and furnishing the Work required by the Contract Documents.

8.02 Contractor's Certifications

A. Contractor certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract. For the purposes of this Paragraph 8.02:
   1. corrupt practice" means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process or in the Contract execution;
   2. fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process or the execution of the Contract to the detriment of Owner, (b) to establish Bid or Contract prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
   3. collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish Bid prices at artificial, non-competitive levels; and
   4. coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

8.03 *Standard General Conditions*

A. Owner stipulates that if the General Conditions that are made a part of this Contract are EJCDC® C-700, Standard General Conditions for the Construction Contract (2018), published by the Engineers Joint Contract Documents Committee, and if Owner is the party that has furnished said General Conditions, then Owner has plainly shown all modifications to the standard wording of such published document to the Contractor, through a process such as highlighting or "track changes" (redline/strikeout), or in the Supplementary Conditions.

IN WITNESS WHEREOF, Owner and Contractor have signed this Agreement.

This Agreement will be effective on 1/8/2021 (which is the Effective Date of the Contract).

Owner:	Contractor:
_____	Lametti & Sons, Inc.
(typed or printed name of organization)	*(typed or printed name of organization)*
By: _____	By: _____
(individual's signature)	*(individual's signature)*
Date: _____	Date: 1/6/2021
(date signed)	*(date signed)*
Name: _____	Name: Mario Lametti
(typed or printed)	*(typed or printed)*
Title: _____	Title: CEO/President
(typed or printed)	*(typed or printed)*
	(If [Type of Entity] is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.)
Attest: _____	Attest: _____
(individual's signature)	*(individual's signature)*
Title: _____	Title: Admin. Asst./Notary
(typed or printed)	*(typed or printed)*
Address for giving notices:	Address for giving notices:
_____	16028 Forest Blvd. N.
_____	P.O. Box 477
_____	Hugo, MN 55038
Designated Representative:	Designated Representative:
Name: _____	Name: _____
(typed or printed)	*(typed or printed)*
Title: _____	Title: _____
(typed or printed)	*(typed or printed)*
Address:	Address:
_____	_____
_____	_____
_____	_____
Phone: _____	Phone: (651) 426-1380
Email: _____	Email: dave@lametti.com
(If [Type of Entity] is a corporation, attach evidence of authority to sign. If [Type of Entity] is a public body, attach evidence of authority to sign and resolution or other documents authorizing execution of this Agreement.)	License No.: NA *(where applicable)*
	State: Minnesota

END OF SECTION

Nicollet County Ditch No. 86A

High Capacity Stormwater Pumping Station (#7199133)

Owner: Nicollet County Drainage Authority
Solicitor: ISG, Inc Mankato MN
09/24/2020 02:00 PM CDT

Line Item	Item Code	Item Description	U of M	Quantity	Lametti and Sons, Inc. Unit Price	Extension
Base Bid						
1	01.7113.1000.01	MOBILIZATION	LS	1	$75,000.00	$75,000.00
2	33.4520.1000.03	8 FOOT x 8 FOOT (I.D.) CLASS III BOX CULVERT	LF	14	$3,000.00	$42,000.00
3	33.4520.1000.02	8 FOOT x 8 FOOT (I.D.) END SECTION (WITH DROPWALL)	EA	1	$13,000.00	$13,000.00
4	33.4520.1000.02	8-FOOT x 8-FOOT TRASH GUARD	EA	1	$11,000.00	$11,000.00
5	33.4111.1103.02	MAIN PUMP (230 H.P.)	EA	2	$178,000.00	$356,000.00
6	33.4111.1103.02	JOCKEY PUMPS (60 H.P.)	EA	1	$110,000.00	$110,000.00
7	33.4216.1000.03	36-INCH (O.D.) FORCEMAIN (DUCTILE IRON)	LF	30	$900.00	$27,000.00
8	33.4216.1000.03	16-INCH (O.D.) FORCEMAIN (DUCTILE IRON)	LF	17	$300.00	$5,100.00
9	46.0913.1000.02	36-INCH SLIDE GATE	EA	1	$12,000.00	$12,000.00
10	33.4520.1000.03	84-INCH (I.D.) CLASS III RCP PIPE	LF	40	$670.00	$26,800.00
11	33.4520.1000.02	84-INCH (I.D.) RCP APRON	EA	2	$5,000.00	$10,000.00
12	34.0100.1000.02	OPEN CUT & RESTORE FIELD CROSSING	EA	1	$18,000.00	$18,000.00
13	31.1100.1000.02	TREE REMOVAL	EA	1	$2,000.00	$2,000.00
14	33.4520.1000.02	REMOVE CMP CULVERT	EA	4	$2,000.00	$8,000.00
15	46.0913.1000.02	36-INCH (O.D.) FLAP GATE	EA	3	$7,000.00	$21,000.00
16	46.0913.1000.02	16-INCH (O.D.) FLAP GATE	EA	1	$5,000.00	$5,000.00
17	32.1123.1000.07	AGGREGATE BASE (CV), MnDOT CLASS V ON TYPE V GEOTEXTILE FABRIC FOR 6" GRAVEL ACCESS (6" THICKNESS)	CY	192	$60.00	$11,520.00
18	32.9219.1000.04	SEEDING DISTRUBED DITCH AREA (SEED MIX: BUFFER BLEND WITH TYPE 3 MULCH)	SY	1850	$1.00	$1,850.00
19	33.4216.1000.03	36-INCH (I.D.) OVERFLOW PIPE (HDPE FUSED)	LF	28	$575.00	$16,100.00
20	33.4510.1103.03	36-INCH (I.D.) TRACTOR PUMP PIPE (HDPE)	LF	88	$140.00	$12,320.00
21	32.1123.1000.02	HOG SLATS	EA	9	$1,100.00	$9,900.00
22	31.2500.1000.02	STABLIZED CONSTRUCTION EXIT	EA	1	$3,650.00	$3,650.00
23	33.4111.1103.01	REMOVE PUMP STATION	LS	1	$16,000.00	$16,000.00
24	31.2316.1103.01	REMOVE & DISPOSE OF EXISTING PUMP STATION BERM	LS	1	$14,000.00	$14,000.00
25	31.2316.1103.01	REMOVE CONCRETE, ROCK AND OTHER MISCELLANEOUS MATERIAL	LS	1	$11,000.00	$11,000.00
26	31.2500.1000.03	FLOATING SILT CURTAIN	LF	60	$20.00	$1,200.00
27	31.2500.1000.03	SEDIMENT CONTROL LOG	LF	555	$4.00	$2,220.00
28	31.3700.1000.07	CLASS III RIPRAP WITH GEOTEXTILE FABRIC	CY	548	$140.00	$76,720.00
29	32.1123.1000.07	2-INCH AGGREGATE ON TYPE V GEOTEXTILE FABRIC	CY	11	$400.00	$4,400.00
30	03.3000.1103.01	CAST-IN-PLACE CONCRETE STRUCTURE (PUMP STATION)	LS	1	$420,000.00	$420,000.00
31	31.2316.1103.07	COMMON EXCAVATION (PUMP STATION) (P) (EV)	CY	2109	$45.00	$94,905.00
32	31.2316.1103.07	COMMON BORROW (PUMP STATION) (P) (CV)	CY	1057	$56.00	$59,192.00
33	05.5000.1103.02	BOLLARDS	EA	18	$1,300.00	$23,400.00
34	13.3000.1103.01	PRE-FAB BUILDING	LS	1	$80,000.00	$80,000.00
35	32.1123.1000.07	CONTROL BUILDING SUBGRADE PREP (MnDOT CLASS V AGGREGATE) (P) (CV)	CY	8	$125.00	$1,000.00
36	05.5000.1103.01	MAIN ACCESS HATCH & MAINTANENCE LADDER	LS	1	$8,500.00	$8,500.00
37	32.1123.1000.07	PUMP STATION SUBGRADE PREP (P) (CV)	CY	120	$102.00	$12,240.00
38	26.0010.1103.01	ELECTRICAL CONTROLS	LS	1	$142,000.00	$142,000.00
39	26.0010.1103.01	PERMANENT UTILITY INSTALLATION (ALLOWANCE)	LS	1	$5,000.00	$5,000.00
		Base Bid Total				**$1,769,017.00**
Bid Alternate No. 5			**LF**			
5.01	46.0913.1000.02	84-INCH SLIDE GATE	EA	1	$21,000.00	$21,000.00
		Contract Price				**$1,785,017.00**

Bond No. 9354723

PERFORMANCE BOND

Contractor	**Surety**
Name: Lametti & Sons, Inc. Address *(principal place of business)*: P.O. Box 477 Hugo, MN 55038	Name: Fidelity and Deposit Company of Maryland Address *(principal place of business)*: 3910 Keswick Road Baltimore, MD 21211
Owner	**Contract**
Name: Nicollet County Drainage Authority Mailing address *(principal place of business)*: 501 S. Minnesota Avenue St. Peter, MN 56082	Description *(name and location)*: Nicollet County Ditch No. 86A - High Capacity Stormwater Pumping Station Plus Alternate 5 Contract Price: $1,785,017.00 Effective Date of Contract: December 10th, 2020

Bond

Bond Amount: $1,785,017.00

Date of Bond: December 10th, 2020

(Date of Bond cannot be earlier than Effective Date of Contract)

Modifications to this Bond form:

☒ None ☐ See Paragraph 16

Surety and Contractor, intending to be legally bound hereby, subject to the terms set forth in this Performance Bond, do each cause this Performance Bond to be duly executed by an authorized officer, agent, or representative.

Contractor as Principal	Surety
Lametti & Sons, Inc. *(Full formal name of Contractor)*	Fidelity and Deposit Company of Maryland *(Full formal name of Surety) (corporate seal)*
By: _____ *(Signature)*	By: _____ *(Signature)(Attach Power of Attorney)*
Name: Mario Lametti *(Printed or typed)*	Name: Melissa M. Nordin *(Printed or typed)*
Title: CEO/President	Title: Attorney-In-Fact
Attest: _____ *(Signature)*	Attest: _____ *(Signature)*
Name: Kris McPhee *(Printed or typed)*	Name: Chris Nordin *(Printed or typed)*
Title: N/A	Title: N/A

Notes: (1) Provide supplemental execution by any additional parties, such as joint venturers. (2) Any singular reference to Contractor, Surety, Owner, or other party is considered plural where applicable.

EJCDC® C-610, Performance Bond.
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1. The Contractor and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to the Owner for the performance of the Construction Contract, which is incorporated herein by reference.

2. If the Contractor performs the Construction Contract, the Surety and the Contractor shall have no obligation under this Bond, except when applicable to participate in a conference as provided in Paragraph 3.

3. If there is no Owner Default under the Construction Contract, the Surety's obligation under this Bond will arise after:

    3.1. The Owner first provides notice to the Contractor and the Surety that the Owner is considering declaring a Contractor Default. Such notice may indicate whether the Owner is requesting a conference among the Owner, Contractor, and Surety to discuss the Contractor's performance. If the Owner does not request a conference, the Surety may, within five (5) business days after receipt of the Owner's notice, request such a conference. If the Surety timely requests a conference, the Owner shall attend. Unless the Owner agrees otherwise, any conference requested under this Paragraph 3.1 will be held within ten (10) business days of the Surety's receipt of the Owner's notice. If the Owner, the Contractor, and the Surety agree, the Contractor shall be allowed a reasonable time to perform the Construction Contract, but such an agreement does not waive the Owner's right, if any, subsequently to declare a Contractor Default;

    3.2. The Owner declares a Contractor Default, terminates the Construction Contract and notifies the Surety; and

    3.3. The Owner has agreed to pay the Balance of the Contract Price in accordance with the terms of the Construction Contract to the Surety or to a contractor selected to perform the Construction Contract.

4. Failure on the part of the Owner to comply with the notice requirement in Paragraph 3.1 does not constitute a failure to comply with a condition precedent to the Surety's obligations, or release the Surety from its obligations, except to the extent the Surety demonstrates actual prejudice.

5. When the Owner has satisfied the conditions of Paragraph 3, the Surety shall promptly and at the Surety's expense take one of the following actions:

    5.1. Arrange for the Contractor, with the consent of the Owner, to perform and complete the Construction Contract;

    5.2. Undertake to perform and complete the Construction Contract itself, through its agents or independent contractors;

    5.3. Obtain bids or negotiated proposals from qualified contractors acceptable to the Owner for a contract for performance and completion of the Construction Contract, arrange for a contract to be prepared for execution by the Owner and a contractor selected with the Owners concurrence, to be secured with performance and payment bonds executed by a qualified surety equivalent to the bonds issued on the Construction Contract, and pay to the Owner the amount of damages as described in Paragraph 7 in excess of the Balance of the Contract Price incurred by the Owner as a result of the Contractor Default; or

    5.4. Waive its right to perform and complete, arrange for completion, or obtain a new contractor, and with reasonable promptness under the circumstances:

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5.4.1 After investigation, determine the amount for which it may be liable to the Owner and, as soon as practicable after the amount is determined, make payment to the Owner; or

5.4.2 Deny liability in whole or in part and notify the Owner, citing the reasons for denial.

6. If the Surety does not proceed as provided in Paragraph 5 with reasonable promptness, the Surety shall be deemed to be in default on this Bond seven days after receipt of an additional written notice from the Owner to the Surety demanding that the Surety perform its obligations under this Bond, and the Owner shall be entitled to enforce any remedy available to the Owner. If the Surety proceeds as provided in Paragraph 5.4, and the Owner refuses the payment, or the Surety has denied liability, in whole or in part, without further notice, the Owner shall be entitled to enforce any remedy available to the Owner.

7. If the Surety elects to act under Paragraph 5.1, 5.2, or 5.3, then the responsibilities of the Surety to the Owner will not be greater than those of the Contractor under the Construction Contract, and the responsibilities of the Owner to the Surety will not be greater than those of the Owner under the Construction Contract. Subject to the commitment by the Owner to pay the Balance of the Contract Price, the Surety is obligated, without duplication for:

   7.1. the responsibilities of the Contractor for correction of defective work and completion of the Construction Contract;

   7.2. additional legal, design professional, and delay costs resulting from the Contractor's Default, and resulting from the actions or failure to act of the Surety under Paragraph 5; and

   7.3. liquidated damages, or if no liquidated damages are specified in the Construction Contract, actual damages caused by delayed performance or non-performance of the Contractor.

8. If the Surety elects to act under Paragraph 5.1, 5.3, or 5.4, the Surety's liability is limited to the amount of this Bond.

9. The Surety shall not be liable to the Owner or others for obligations of the Contractor that are unrelated to the Construction Contract, and the Balance of the Contract Price will not be reduced or set off on account of any such unrelated obligations. No right of action will accrue on this Bond to any person or entity other than the Owner or its heirs, executors, administrators, successors, and assigns.

10. The Surety hereby waives notice of any change, including changes of time, to the Construction Contract or to related subcontracts, purchase orders, and other obligations.

11. Any proceeding, legal or equitable, under this Bond must be instituted in any court of competent jurisdiction in the location in which the work or part of the work is located and must be instituted within two years after a declaration of Contractor Default or within two years after the Contractor ceased working or within two years after the Surety refuses or fails to perform its obligations under this Bond, whichever occurs first. If the provisions of this paragraph are void or prohibited by law, the minimum periods of limitations available to sureties as a defense in the jurisdiction of the suit will be applicable.

12. Notice to the Surety, the Owner, or the Contractor must be mailed or delivered to the address shown on the page on which their signature appears.

13. When this Bond has been furnished to comply with a statutory or other legal requirement in the location where the construction was to be performed, any provision in this Bond conflicting with said statutory or legal requirement will be deemed deleted therefrom and provisions conforming to such

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statutory or other legal requirement will be deemed incorporated herein. When so furnished, the intent is that this Bond will be construed as a statutory bond and not as a common law bond.

14. Definitions

    14.1. *Balance of the Contract Price*—The total amount payable by the Owner to the Contractor under the Construction Contract after all proper adjustments have been made including allowance for the Contractor for any amounts received or to be received by the Owner in settlement of insurance or other claims for damages to which the Contractor is entitled, reduced by all valid and proper payments made to or on behalf of the Contractor under the Construction Contract.

    14.2. *Construction Contract*—The agreement between the Owner and Contractor identified on the cover page, including all Contract Documents and changes made to the agreement and the Contract Documents.

    14.3. *Contractor Default*—Failure of the Contractor, which has not been remedied or waived, to perform or otherwise to comply with a material term of the Construction Contract.

    14.4. *Owner Default*—Failure of the Owner, which has not been remedied or waived, to pay the Contractor as required under the Construction Contract or to perform and complete or comply with the other material terms of the Construction Contract.

    14.5. *Contract Documents*—All the documents that comprise the agreement between the Owner and Contractor.

15. If this Bond is issued for an agreement between a contractor and subcontractor, the term Contractor in this Bond will be deemed to be Subcontractor and the term Owner will be deemed to be Contractor.

16. Modifications to this Bond are as follows:p

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INDIVIDUAL OR PARTNERSHIP ACKNOWLEDGMENT

STATE OF _____

ss

COUNTY OF _____

On the _____ day of _____, _____, before me personally appeared

_____ to me known to be the person(s) described in and who executed the foregoing instrument, as Principal(s), and acknowledged to me that __he__ executed the same as his/her/their free act and deed.

_____

(Notary Seal)

CORPORATE ACKNOWLEDGMENT

STATE OF Minnesota

ss

COUNTY OF Washington

On the 10 day of December, 2020 before me personally appeared Mario Lametti to me known, who being by me duly sworn, did say that he/she is the CEO/President of Lametti & Sons, Inc., the corporation described in and which executed the foregoing instrument; that he/she knows the seal of said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the board of directors of said corporation; and that he/she signed his/her name thereto by like order

Kris A. MC

KRIS A. MCPHEE
Notary Public
State of Minnesota
My Commission Expires
January 31, 2024

(Notary Seal)

ACKNOWLEDGMENT OF CORPORATE SURETY

STATE OF MINNESOTA

ss

COUNTY OF **Hennepin**

On the 10 day of December, **2020** before me personally appeared **Melissa M. Nordin** to me known, who being duly sworn, did say that he/she is the aforesaid officer or attorney-in-fact of the Fidelity and Deposit company of Maryland a corporation; that the seal affixed to the foregoing instrument is the corporate seal of said corporation, and that said instrument was signed and sealed in behalf of said corporation by the aforesaid officer, by authority of its board of directors; and the aforesaid officer acknowledged said instrument to be the free act and deed of said corporation.

Cla

(Notary Seal)

ALAN RICHARD STARKS
NOTARY PUBLIC - MINNESOTA
My Commission Expires
January 31, 2023

ZURICH AMERICAN INSURANCE COMPANY
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
FIDELITY AND DEPOSIT COMPANY OF MARYLAND
POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That the ZURICH AMERICAN INSURANCE COMPANY, a corporation of the State of New York, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, a corporation of the State of Illinois, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND a corporation of the State of Illinois (herein collectively called the "Companies"), by **Robert D. Murray, Vice President**, in pursuance of authority granted by Article V, Section 8, of the By-Laws of said Companies, which are set forth on the reverse side hereof and are hereby certified to be in full force and effect on the date hereof, do hereby nominate, constitute, and appoint **Terry STARKS, Alan STARKS, Melissa M. NORDIN, Robert E. CLEMANTS, Jeffrey SETTEM and Name ALEMDAR, all of Minneapolis, Minnesota, EACH,** its true and lawful agent and Attorney-in-Fact, to make, execute, seal and deliver, for, and on its behalf as surety, and as its act and deed: **any and all bonds and undertakings,** and the execution of such bonds or undertakings in pursuance of these presents, shall be as binding upon said Companies, as fully and amply, to all intents and purposes, as if they had been duly executed and acknowledged by the regularly elected officers of the ZURICH AMERICAN INSURANCE COMPANY at its office in New York, New York., the regularly elected officers of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at its office in Owings Mills, Maryland., and the regularly elected officers of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at its office in Owings Mills, Maryland., in their own proper persons

The said Vice President does hereby certify that the extract set forth on the reverse side hereof is a true copy of Article V, Section 8, of the By-Laws of said Companies, and is now in force.

IN WITNESS WHEREOF, the said Vice-President has hereunto subscribed his/her names and affixed the Corporate Seals of the said **ZURICH AMERICAN INSURANCE COMPANY, COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and FIDELITY AND DEPOSIT COMPANY OF MARYLAND**, this 23rd day of April, A.D. 2019.

ATTEST:
ZURICH AMERICAN INSURANCE COMPANY
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
FIDELITY AND DEPOSIT COMPANY OF MARYLAND

By: Robert D. Murray
Vice President

By: Dawn E. Brown
Secretary

State of Maryland
County of Baltimore

On this 23rd day of April, A.D. 2019, before the subscriber, a Notary Public of the State of Maryland, duly commissioned and qualified, **Robert D. Murray, Vice President and Dawn E. Brown, Secretary** of the Companies, to me personally known to be the individuals and officers described in and who executed the preceding instrument, and acknowledged the execution of same, and being by me duly sworn, deposeth and saith, that he/she is the said officer of the Company aforesaid, and that the seals affixed to the preceding instrument are the Corporate Seals of said Companies, and that the said Corporate Seals and the signature as such officer were duly affixed and subscribed to the said instrument by the authority and direction of the said Corporations.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my Official Seal the day and year first above written.

Constance A. Dunn, Notary Public
My Commission Expires: July 9, 2019

EXTRACT FROM BY-LAWS OF THE COMPANIES

"Article V, Section 8, Attorneys-in-Fact. The Chief Executive Officer, the President, or any Executive Vice President or Vice President may, by written instrument under the attested corporate seal, appoint attorneys-in-fact with authority to execute bonds, policies, recognizances, stipulations, undertakings, or other like instruments on behalf of the Company, and may authorize any officer or any such attorney-in-fact to affix the corporate seal thereto; and may with or without cause modify of revoke any such appointment or authority at any time."

CERTIFICATE

I, the undersigned, Vice President of the ZURICH AMERICAN INSURANCE COMPANY, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND, do hereby certify that the foregoing Power of Attorney is still in full force and effect on the date of this certificate; and I do further certify that Article V, Section 8, of the By-Laws of the Companies is still in force.

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the ZURICH AMERICAN INSURANCE COMPANY at a meeting duly called and held on the 15th day of December 1998.

RESOLVED: "That the signature of the President or a Vice President and the attesting signature of a Secretary or an Assistant Secretary and the Seal of the Company may be affixed by facsimile on any Power of Attorney...Any such Power or any certificate thereof bearing such facsimile signature and seal shall be valid and binding on the Company."

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at a meeting duly called and held on the 5th day of May, 1994, and the following resolution of the Board of Directors of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at a meeting duly called and held on the 10th day of May, 1990.

RESOLVED: "That the facsimile or mechanically reproduced seal of the company and facsimile or mechanically reproduced signature of any Vice-President, Secretary, or Assistant Secretary of the Company, whether made heretofore or hereafter, wherever appearing upon a certified copy of any power of attorney issued by the Company, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and affixed the corporate seals of the said Companies, this 10th day of December, 2020.

Brian M. Hodges, Vice President

TO REPORT A CLAIM WITH REGARD TO A SURETY BOND, PLEASE SUBMIT A COMPLETE DESCRIPTION OF THE CLAIM INCLUDING THE PRINCIPAL ON THE BOND, THE BOND NUMBER, AND YOUR CONTACT INFORMATION TO:

Zurich Surety Claims
1299 Zurich Way
Schaumburg, IL 60196-1056
www.reportsfclaims@zurichna.com
800-626-4577

Bond No. 9354723

PAYMENT BOND

Contractor	**Surety**
Name: Lametti & Sons, Inc. Address *(principal place of business)*: P.O. Box 477 Hugo, MN 55038	Name: Fidelity and Deposit Company of Maryland Address *(principal place of business)*: 3910 Keswick Road Baltimore, MD 21211
Owner	**Contract**
Name: Nicollet County Drainage Authority Mailing address *(principal place of business)*: 501 S. Minnesota Avenue St. Peter, MN 56082	Description *(name and location)*: Nicollet County Ditch No. 86A - High Capacity Stormwater Pumping Station Plus Alternate 5 Contract Price: $1,785,017.00 Effective Date of Contract: December 10th, 2020

Bond

Bond Amount: $1,785,017.00

Date of Bond: December 10th, 2020

(Date of Bond cannot be earlier than Effective Date of Contract)

Modifications to this Bond form:

☒ None ☐ See Paragraph 18

Surety and Contractor, intending to be legally bound hereby, subject to the terms set forth in this Payment Bond, do each cause this Payment Bond to be duly executed by an authorized officer, agent, or representative.

Contractor as Principal	Surety
Lametti & Sons, Inc. *(Full formal name of Contractor)*	Fidelity and Deposit Company of Maryland *(Full formal name of Surety) (corporate seal)*
By: _____ *(Signature)*	By: _____ *(Signature)(Attach Power of Attorney)*
Name: Mario Lametti *(Printed or typed)*	Name: Melissa M. Nordin *(Printed or typed)*
Title: CEO/President	Title: Attorney-In-Fact
Attest: _____ *(Signature)*	Attest: _____ *(Signature)*
Name: Kris McPhee *(Printed or typed)*	Name: Chris Nordin *(Printed or typed)*
Title: N/A	Title: N/A

Notes: (1) Provide supplemental execution by any additional parties, such as joint venturers. (2) Any singular reference to Contractor, Surety, Owner, or other party is considered plural where applicable.

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1. The Contractor and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to the Owner to pay for labor, materials, and equipment furnished for use in the performance of the Construction Contract, which is incorporated herein by reference, subject to the following terms.

2. If the Contractor promptly makes payment of all sums due to Claimants, and defends, indemnifies, and holds harmless the Owner from claims, demands, liens, or suits by any person or entity seeking payment for labor, materials, or equipment furnished for use in the performance of the Construction Contract, then the Surety and the Contractor shall have no obligation under this Bond.

3. If there is no Owner Default under the Construction Contract, the Surety's obligation to the Owner under this Bond will arise after the Owner has promptly notified the Contractor and the Surety (at the address described in Paragraph 13) of claims, demands, liens, or suits against the Owner or the Owner's property by any person or entity seeking payment for labor, materials, or equipment furnished for use in the performance of the Construction Contract, and tendered defense of such claims, demands, liens, or suits to the Contractor and the Surety.

4. When the Owner has satisfied the conditions in Paragraph 3, the Surety shall promptly and at the Surety's expense defend, indemnify, and hold harmless the Owner against a duly tendered claim, demand, lien, or suit.

5. The Surety's obligations to a Claimant under this Bond will arise after the following:

    5.1. Claimants who do not have a direct contract with the Contractor

        5.1.1. have furnished a written notice of non-payment to the Contractor, stating with substantial accuracy the amount claimed and the name of the party to whom the materials were, or equipment was, furnished or supplied or for whom the labor was done or performed, within ninety (90) days after having last performed labor or last furnished materials or equipment included in the Claim; and

        5.1.2. have sent a Claim to the Surety (at the address described in Paragraph 13).

    5.2. Claimants who are employed by or have a direct contract with the Contractor have sent a Claim to the Surety (at the address described in Paragraph 13).

6. If a notice of non-payment required by Paragraph 5.1.1 is given by the Owner to the Contractor, that is sufficient to satisfy a Claimant's obligation to furnish a written notice of non-payment under Paragraph 5.1.1.

7. When a Claimant has satisfied the conditions of Paragraph 5.1 or 5.2, whichever is applicable, the Surety shall promptly and at the Surety's expense take the following actions:

    7.1. Send an answer to the Claimant, with a copy to the Owner, within sixty (60) days after receipt of the Claim, stating the amounts that are undisputed and the basis for challenging any amounts that are disputed; and

    7.2. Pay or arrange for payment of any undisputed amounts.

    7.3. The Surety's failure to discharge its obligations under Paragraph 7.1 or 7.2 will not be deemed to constitute a waiver of defenses the Surety or Contractor may have or acquire as to a Claim, except as to undisputed amounts for which the Surety and Claimant have reached agreement. If, however, the Surety fails to discharge its obligations under Paragraph 7.1 or 7.2, the Surety shall indemnify the Claimant for the reasonable attorney's fees the Claimant incurs thereafter to recover any sums found to be due and owing to the Claimant.

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8. The Surety's total obligation will not exceed the amount of this Bond, plus the amount of reasonable attorney's fees provided under Paragraph 7.3, and the amount of this Bond will be credited for any payments made in good faith by the Surety.

9. Amounts owed by the Owner to the Contractor under the Construction Contract will be used for the performance of the Construction Contract and to satisfy claims, if any, under any construction performance bond. By the Contractor furnishing and the Owner accepting this Bond, they agree that all funds earned by the Contractor in the performance of the Construction Contract are dedicated to satisfying obligations of the Contractor and Surety under this Bond, subject to the Owner's priority to use the funds for the completion of the work.

10. The Surety shall not be liable to the Owner, Claimants, or others for obligations of the Contractor that are unrelated to the Construction Contract. The Owner shall not be liable for the payment of any costs or expenses of any Claimant under this Bond, and shall have under this Bond no obligation to make payments to or give pnotice on behalf of Claimants, or otherwise have any obligations to Claimants under this Bond.

11. The Surety hereby waives notice of any change, including changes of time, to the Construction Contract or to related subcontracts, purchase orders, and other obligations.

12. No suit or action will be commenced by a Claimant under this Bond other than in a court of competent jurisdiction in the state in which the project that is the subject of the Construction Contract is located or after the expiration of one year from the date (1) on which the Claimant sent a Claim to the Surety pursuant to Paragraph 5.1.2 or 5.2, or (2) on which the last labor or service was performed by anyone or the last materials or equipment were furnished by anyone under the Construction Contract, whichever of (1) or (2) first occurs. If the provisions of this paragraph are void or prohibited by law, the minimum period of limitation available to sureties as a defense in the jurisdiction of the suit will be applicable.

13. Notice and Claims to the Surety, the Owner, or the Contractor must be mailed or delivered to the address shown on the page on which their signature appears. Actual receipt of notice or Claims, however accomplished, will be sufficient compliance as of the date received.

14. When this Bond has been furnished to comply with a statutory or other legal requirement in the location where the construction was to be performed, any provision in this Bond conflicting with said statutory or legal requirement will be deemed deleted here from and provisions conforming to such statutory or other legal requirement will be deemed incorporated herein. When so furnished, the intent is that this Bond will be construed as a statutory bond and not as a common law bond.

15. Upon requests by any person or entity appearing to be a potential beneficiary of this Bond, the Contractor and Owner shall promptly furnish a copy of this Bond or shall permit a copy to be made.

16. Definitions

    16.1. *Claim*—A written statement by the Claimant including at a minimum:

        16.1.1. The name of the Claimant;

        16.1.2. The name of the person for whom the labor was done, or materials or equipment furnished;

        16.1.3. A copy of the agreement or purchase order pursuant to which labor, materials, or equipment was furnished for use in the performance of the Construction Contract;

        16.1.4. A brief description of the labor, materials, or equipment furnished;

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16.1.5. The date on which the Claimant last performed labor or last furnished materials or equipment for use in the performance of the Construction Contract;

16.1.6. The total amount earned by the Claimant for labor, materials, or equipment furnished as of the date of the Claim;

16.1.7. The total amount of previous payments received by the Claimant; and

16.1.8. The total amount due and unpaid to the Claimant for labor, materials, or equipment furnished as of the date of the Claim.

16.2. *Claimant*—An individual or entity having a direct contract with the Contractor or with a subcontractor of the Contractor to furnish labor, materials, or equipment for use in the performance of the Construction Contract. The term Claimant also includes any individual or entity that has rightfully asserted a claim under an applicable mechanic's lien or similar statute against the real property upon which the Project is located. The intent of this Bond is to include without limitation in the terms of "labor, materials, or equipment" that part of the water, gas, power, light, heat, oil, gasoline, telephone service, or rental equipment used in the Construction Contract, architectural and engineering services required for performance of the work of the Contractor and the Contractor's subcontractors, and all other items for which a mechanic's lien may be asserted in the jurisdiction where the labor, materials, or equipment were furnished.

16.3. *Construction Contract*—The agreement between the Owner and Contractor identified on the cover page, including all Contract Documents and all changes made to the agreement and the Contract Documents.

16.4. *Owner Default*—Failure of the Owner, which has not been remedied or waived, to pay the Contractor as required under the Construction Contract or to perform and complete or comply with the other material terms of the Construction Contract.

16.5. *Contract Documents*—All the documents that comprise the agreement between the Owner and Contractor.

17. If this Bond is issued for an agreement between a contractor and subcontractor, the term Contractor in this Bond will be deemed to be Subcontractor and the term Owner will be deemed to be Contractor.

18. Modifications to this Bond are as follows:

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INDIVIDUAL OR PARTNERSHIP ACKNOWLEDGMENT

STATE OF _____

ss

COUNTY OF _____

On the _____ day of _____, _____, before me personally appeared

_____ to me known to be the person(s) described in and who executed the foregoing instrument, as Principal(s), and acknowledged to me that __he__ executed the same as his/her/their free act and deed.

_____

(Notary Seal)

CORPORATE ACKNOWLEDGMENT

STATE OF Minnesota

ss

COUNTY OF Washington

On the 10 day of December, **2020** before me personally appeared Mario Lametti to me known, who being by me duly sworn, did say that he/she is the CEO/President of Lametti & Sons, Inc., the corporation described in and which executed the foregoing instrument; that he/she knows the seal of said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the board of directors of said corporation; and that he/she signed his/her name thereto by like order

Kris A. MC

KRIS A. MCPHEE
Notary Public
State of Minnesota
My Commission Expires
January 31, 2024

(Notary Seal)

ACKNOWLEDGMENT OF CORPORATE SURETY

STATE OF MINNESOTA

ss

COUNTY OF **Hennepin**

On the 10 day of December, **2020** before me personally appeared **Melissa M. Nordin** to me known, who being duly sworn, did say that **he/she** is the aforesaid officer or attorney-in-fact of the Fidelity and Deposit Company of Maryland a corporation; that the seal affixed to the foregoing instrument is the corporate seal of said corporation, and that said instrument was signed and sealed in behalf of said corporation by the aforesaid officer, by authority of its board of directors; and the aforesaid officer acknowledged said instrument to be the free act and deed of said corporation.

(Notary Seal)

ALAN RICHARD STARKS
NOTARY PUBLIC - MINNESOTA
My Commission Expires
January 31, 2023

ZURICH AMERICAN INSURANCE COMPANY
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
FIDELITY AND DEPOSIT COMPANY OF MARYLAND
POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That the ZURICH AMERICAN INSURANCE COMPANY, a corporation of the State of New York, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, a corporation of the State of Illinois, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND a corporation of the State of Illinois (herein collectively called the "Companies"), by **Robert D. Murray, Vice President**, in pursuance of authority granted by Article V, Section 8, of the By-Laws of said Companies, which are set forth on the reverse side hereof and are hereby certified to be in full force and effect on the date hereof, do hereby nominate, constitute, and appoint **Terry STARKS, Alan STARKS, Melissa M. NORDIN, Robert E. CLEMANTS, Jeffrey SETTEM and Name ALEMDAR, all of Minneapolis, Minnesota, EACH**, its true and lawful agent and Attorney-in-Fact, to make, execute, seal and deliver, for, and on its behalf as surety, and as its act and deed: **any and all bonds and undertakings,** and the execution of such bonds or undertakings in pursuance of these presents, shall be as binding upon said Companies, as fully and amply, to all intents and purposes, as if they had been duly executed and acknowledged by the regularly elected officers of the ZURICH AMERICAN INSURANCE COMPANY at its office in New York, New York., the regularly elected officers of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at its office in Owings Mills, Maryland., and the regularly elected officers of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at its office in Owings Mills, Maryland., in their own proper persons

The said Vice President does hereby certify that the extract set forth on the reverse side hereof is a true copy of Article V, Section 8, of the By-Laws of said Companies, and is now in force.

IN WITNESS WHEREOF, the said Vice-President has hereunto subscribed his/her names and affixed the Corporate Seals of the said **ZURICH AMERICAN INSURANCE COMPANY, COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and FIDELITY AND DEPOSIT COMPANY OF MARYLAND**, this 23rd day of April, A.D. 2019.

ATTEST:
ZURICH AMERICAN INSURANCE COMPANY
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
FIDELITY AND DEPOSIT COMPANY OF MARYLAND

By: Robert D. Murray
Vice President

By: Dawn E. Brown
Secretary

State of Maryland
County of Baltimore

On this 23rd day of April, A.D. 2019, before the subscriber, a Notary Public of the State of Maryland, duly commissioned and qualified, **Robert D. Murray, Vice President and Dawn E. Brown, Secretary** of the Companies, to me personally known to be the individuals and officers described in and who executed the preceding instrument, and acknowledged the execution of same, and being by me duly sworn, deposeth and saith, that he/she is the said officer of the Company aforesaid, and that the seals affixed to the preceding instrument are the Corporate Seals of said Companies, and that the said Corporate Seals and the signature as such officer were duly affixed and subscribed to the said instrument by the authority and direction of the said Corporations.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my Official Seal the day and year first above written.

Constance A. Dunn, Notary Public
My Commission Expires: July 9, 2019

EXTRACT FROM BY-LAWS OF THE COMPANIES

"Article V, Section 8, Attorneys-in-Fact. The Chief Executive Officer, the President, or any Executive Vice President or Vice President may, by written instrument under the attested corporate seal, appoint attorneys-in-fact with authority to execute bonds, policies, recognizances, stipulations, undertakings, or other like instruments on behalf of the Company, and may authorize any officer or any such attorney-in-fact to affix the corporate seal thereto; and may with or without cause modify of revoke any such appointment or authority at any time."

CERTIFICATE

I, the undersigned, Vice President of the ZURICH AMERICAN INSURANCE COMPANY, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND, do hereby certify that the foregoing Power of Attorney is still in full force and effect on the date of this certificate; and I do further certify that Article V, Section 8, of the By-Laws of the Companies is still in force.

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the ZURICH AMERICAN INSURANCE COMPANY at a meeting duly called and held on the 15th day of December 1998.

RESOLVED: "That the signature of the President or a Vice President and the attesting signature of a Secretary or an Assistant Secretary and the Seal of the Company may be affixed by facsimile on any Power of Attorney...Any such Power or any certificate thereof bearing such facsimile signature and seal shall be valid and binding on the Company."

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at a meeting duly called and held on the 5th day of May, 1994, and the following resolution of the Board of Directors of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at a meeting duly called and held on the 10th day of May, 1990.

RESOLVED: "That the facsimile or mechanically reproduced seal of the company and facsimile or mechanically reproduced signature of any Vice-President, Secretary, or Assistant Secretary of the Company, whether made heretofore or hereafter, wherever appearing upon a certified copy of any power of attorney issued by the Company, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and affixed the corporate seals of the said Companies, this 10th day of December, 2020.

Brian M. Hodges, Vice President

TO REPORT A CLAIM WITH REGARD TO A SURETY BOND, PLEASE SUBMIT A COMPLETE DESCRIPTION OF THE CLAIM INCLUDING THE PRINCIPAL ON THE BOND, THE BOND NUMBER, AND YOUR CONTACT INFORMATION TO:

Zurich Surety Claims
1299 Zurich Way
Schaumburg, IL 60196-1056
www.reportsfclaims@zurichna.com
800-626-4577

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 01/11/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER AssuredPartners of Minnesota LLC 2361 Hwy 36 W St. Paul MN 55113	CONTACT NAME: Sheryl Davison PHONE (A/C, No, Ext): (651) 644-7200 FAX (A/C, No): (651) 644-9137 E-MAIL ADDRESS: sdavison@apminnesota.com
INSURED Lametti and Sons Inc. 16028 Forest Blvd. No. P.O. Box 477 Hugo MN 55038	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A: Phoenix Insurance Company — 25623 INSURER B: Travelers Property Casualty Co. of America — 25674 INSURER C: Farmington Casualty Company — 41483 INSURER D: Travelers Indemnity Company — 25658 INSURER E: INSURER F:

COVERAGES **CERTIFICATE NUMBER:** 21-22 OCP GL AL WC Umb **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR [X] Subj $5,000 PD Deductible [X] Contractual Liability-XCU Included GEN'L AGGREGATE LIMIT APPLIES PER: [X] POLICY [X] PRO-JECT [ ] LOC [ ] OTHER:			DT-CO-5R015959-PHX-21	01/01/2021	01/01/2022	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG [ ]	$ 1,000,000 $ 300,000 $ 10,000 $ 1,000,000 $ 2,000,000 $ 2,000,000 $
B	AUTOMOBILE LIABILITY [X] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [X] HIRED AUTOS ONLY [X] NON-OWNED AUTOS ONLY			810-5R026476-21-26-G	01/01/2021	01/01/2022	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) [ ]	$ 1,000,000 $ $ $ $
B	[X] UMBRELLA LIAB [X] OCCUR [ ] EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [X] RETENTION $ 10,000			CUP-5R038278-21-26	01/01/2021	01/01/2022	EACH OCCURRENCE AGGREGATE [ ]	$ 8,000,000 $ 8,000,000 $
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N [N] If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		UB-5R034532-21-26-G	01/01/2021	01/01/2022	PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 1,000,000 $ 1,000,000 $ 1,000,000
D	OCP			PRS-4P412265-IND	01/18/2021	01/18/2022	Limit Aggregate	$1,000,000 $2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Project: #19514 Nicollet County Ditch No. 86A - High Capacity Stormwater Pumping Station

Owner and Engineer and any individuals or entities required by written contract are included as additional insured on a primary and non-contributory basis as respects general liability, auto liability and umbrella liability when required by written contract. Waiver of subrogation in favor or additional insureds as respects general liability, auto liability, umbrella liability and workers compensation. 30 day notice of cancellation.

CERTIFICATE HOLDER

Nicollet County Drainage Authority
16028 Forest Blvd N
Hugo MN 55038

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Peter R. Blake

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TRAVELERS

ONE TOWER SQUARE
HARTFORD CT 06183

WORKERS COMPENSATION AND EMPLOYERS LIABILITY POLICY

ENDORSEMENT WC 00 03 13 (00) - 001

POLICY NUMBER: UB-3K114731-18-26-G

WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

This agreement shall not operate directly or indirectly to benefit any one not named in the Schedule.

SCHEDULE

DESIGNATED PERSON:

DESIGNATED ORGANIZATION:

ANY PERSON OR ORGANIZATION FOR WHICH THE INSURED HAS AGREED BY WRITTEN CONTRACT EXECUTED PRIOR TO LOSS TO FURNISH THIS WAIVER.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

BUSINESS AUTO EXTENSION ENDORSEMENT

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM

GENERAL DESCRIPTION OF COVERAGE – This endorsement broadens coverage. However, coverage for any injury, damage or medical expenses described in any of the provisions of this endorsement may be excluded or limited by another endorsement to the Coverage Part, and these coverage broadening provisions do not apply to the extent that coverage is excluded or limited by such an endorsement. The following listing is a general coverage description only. Limitations and exclusions may apply to these coverages. Read all the provisions of this endorsement and the rest of your policy carefully to determine rights, duties, and what is and is not covered.

A. **BROAD FORM NAMED INSURED**

B. **BLANKET ADDITIONAL INSURED**

C. **EMPLOYEE HIRED AUTO**

D. **EMPLOYEES AS INSURED**

E. **SUPPLEMENTARY PAYMENTS – INCREASED LIMITS**

F. **HIRED AUTO – LIMITED WORLDWIDE COVERAGE – INDEMNITY BASIS**

G. **WAIVER OF DEDUCTIBLE – GLASS**

H. **HIRED AUTO PHYSICAL DAMAGE – LOSS OF USE – INCREASED LIMIT**

I. **PHYSICAL DAMAGE – TRANSPORTATION EXPENSES – INCREASED LIMIT**

J. **PERSONAL PROPERTY**

K. **AIRBAGS**

L. **NOTICE AND KNOWLEDGE OF ACCIDENT OR LOSS**

M. **BLANKET WAIVER OF SUBROGATION**

N. **UNINTENTIONAL ERRORS OR OMISSIONS**

PROVISIONS

A. BROAD FORM NAMED INSURED

The following is added to Paragraph **A.1., Who Is An Insured**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE:**

Any organization you newly acquire or form during the policy period over which you maintain 50% or more ownership interest and that is not separately insured for Business Auto Coverage. Coverage under this provision is afforded only until the 180th day after you acquire or form the organization or the end of the policy period, whichever is earlier.

B. BLANKET ADDITIONAL INSURED

The following is added to Paragraph **c.** in **A.1., Who Is An Insured**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE:**

Any person or organization who is required under a written contract or agreement between you and that person or organization, that is signed and executed by you before the "bodily injury" or "property damage" occurs and that is in effect during the policy period, to be named as an additional insured is an "insured" for Covered Autos Liability Coverage, but only for damages to which this insurance applies and only to the extent that person or organization qualifies as an "insured" under the Who Is An Insured provision contained in Section II.

C. EMPLOYEE HIRED AUTO

1. The following is added to Paragraph **A.1., Who Is An Insured**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE:**

   An "employee" of yours is an "insured" while operating an "auto" hired or rented under a contract or agreement in an "employee's" name, with your permission, while performing duties related to the conduct of your business.

2. The following replaces Paragraph **b.** in **B.5., Other Insurance**, of **SECTION IV – BUSINESS AUTO CONDITIONS:**

   b. For Hired Auto Physical Damage Coverage, the following are deemed to be covered "autos" you own:

   (1) Any covered "auto" you lease, hire, rent or borrow; and

   (2) Any covered "auto" hired or rented by your "employee" under a contract in an "employee's" name, with your

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permission, while performing duties related to the conduct of your business.

However, any "auto" that is leased, hired, rented or borrowed with a driver is not a covered "auto".

D. EMPLOYEES AS INSURED

The following is added to Paragraph **A.1., Who Is An Insured**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

Any "employee" of yours is an "insured" while using a covered "auto" you don't own, hire or borrow in your business or your personal affairs.

E. SUPPLEMENTARY PAYMENTS – INCREASED LIMITS

1. The following replaces Paragraph **A.2.a.(2)**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

   (2) Up to $3,000 for cost of bail bonds (including bonds for related traffic law violations) required because of an "accident" we cover. We do not have to furnish these bonds.

2. The following replaces Paragraph **A.2.a.(4)**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

   (4) All reasonable expenses incurred by the "insured" at our request, including actual loss of earnings up to $500 a day because of time off from work.

F. HIRED AUTO – LIMITED WORLDWIDE COVERAGE – INDEMNITY BASIS

The following replaces Subparagraph **(5)** in Paragraph **B.7., Policy Period, Coverage Territory**, of **SECTION IV – BUSINESS AUTO CONDITIONS**:

(5) Anywhere in the world, except any country or jurisdiction while any trade sanction, embargo, or similar regulation imposed by the United States of America applies to and prohibits the transaction of business with or within such country or jurisdiction, for Covered Autos Liability Coverage for any covered "auto" that you lease, hire, rent or borrow without a driver for a period of 30 days or less and that is not an "auto" you lease, hire, rent or borrow from any of your "employees", partners (if you are a partnership), members (if you are a limited liability company) or members of their households.

(a) With respect to any claim made or "suit" brought outside the United States of America, the territories and possessions of the United States of America, Puerto Rico and Canada:

(i) You must arrange to defend the "insured" against, and investigate or settle any such claim or "suit" and keep us advised of all proceedings and actions.

(ii) Neither you nor any other involved "insured" will make any settlement without our consent.

(iii) We may, at our discretion, participate in defending the "insured" against, or in the settlement of, any claim or "suit".

(iv) We will reimburse the "insured" for sums that the "insured" legally must pay as damages because of "bodily injury" or "property damage" to which this insurance applies, that the "insured" pays with our consent, but only up to the limit described in Paragraph **C.**, Limits Of Insurance, of SECTION II – COVERED AUTOS LIABILITY COVERAGE.

(v) We will reimburse the "insured" for the reasonable expenses incurred with our consent for your investigation of such claims and your defense of the "insured" against any such "suit", but only up to and included within the limit described in Paragraph **C.**, Limits Of Insurance, of SECTION II – COVERED AUTOS LIABILITY COVERAGE, and not in addition to such limit. Our duty to make such payments ends when we have used up the applicable limit of insurance in payments for damages, settlements or defense expenses.

(b) This insurance is excess over any valid and collectible other insurance available to the "insured" whether primary, excess, contingent or on any other basis.

(c) This insurance is not a substitute for required or compulsory insurance in any country outside the United States, its territories and possessions, Puerto Rico and Canada.

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You agree to maintain all required or compulsory insurance in any such country up to the minimum limits required by local law. Your failure to comply with compulsory insurance requirements will not invalidate the coverage afforded by this policy, but we will only be liable to the same extent we would have been liable had you complied with the compulsory insurance requirements.

(d) It is understood that we are not an admitted or authorized insurer outside the United States of America, its territories and possessions, Puerto Rico and Canada. We assume no responsibility for the furnishing of certificates of insurance, or for compliance in any way with the laws of other countries relating to insurance.

G. WAIVER OF DEDUCTIBLE – GLASS

The following is added to Paragraph **D., Deductible**, of **SECTION III – PHYSICAL DAMAGE COVERAGE:**

No deductible for a covered "auto" will apply to glass damage if the glass is repaired rather than replaced.

H. HIRED AUTO PHYSICAL DAMAGE – LOSS OF USE – INCREASED LIMIT

The following replaces the last sentence of Paragraph **A.4.b., Loss Of Use Expenses**, of **SECTION III – PHYSICAL DAMAGE COVERAGE:**

However, the most we will pay for any expenses for loss of use is $65 per day, to a maximum of $750 for any one "accident".

I. PHYSICAL DAMAGE – TRANSPORTATION EXPENSES – INCREASED LIMIT

The following replaces the first sentence in Paragraph **A.4.a., Transportation Expenses**, of **SECTION III – PHYSICAL DAMAGE COVERAGE:**

We will pay up to $50 per day to a maximum of $1,500 for temporary transportation expense incurred by you because of the total theft of a covered "auto" of the private passenger type.

J. PERSONAL PROPERTY

The following is added to Paragraph **A.4., Coverage Extensions**, of **SECTION III – PHYSICAL DAMAGE COVERAGE:**

Personal Property

We will pay up to $400 for "loss" to wearing apparel and other personal property which is:

(1) Owned by an "insured"; and

(2) In or on your covered "auto".

This coverage applies only in the event of a total theft of your covered "auto".

No deductibles apply to this Personal Property coverage.

K. AIRBAGS

The following is added to Paragraph **B.3., Exclusions**, of **SECTION III – PHYSICAL DAMAGE COVERAGE:**

Exclusion **3.a.** does not apply to "loss" to one or more airbags in a covered "auto" you own that inflate due to a cause other than a cause of "loss" set forth in Paragraphs **A.1.b.** and **A.1.c.**, but only:

a. If that "auto" is a covered "auto" for Comprehensive Coverage under this policy;

b. The airbags are not covered under any warranty; and

c. The airbags were not intentionally inflated.

We will pay up to a maximum of $1,000 for any one "loss".

L. NOTICE AND KNOWLEDGE OF ACCIDENT OR LOSS

The following is added to Paragraph **A.2.a.**, of **SECTION IV – BUSINESS AUTO CONDITIONS:**

Your duty to give us or our authorized representative prompt notice of the "accident" or "loss" applies only when the "accident" or "loss" is known to:

(a) You (if you are an individual);

(b) A partner (if you are a partnership);

(c) A member (if you are a limited liability company);

(d) An executive officer, director or insurance manager (if you are a corporation or other organization); or

(e) Any "employee" authorized by you to give notice of the "accident" or "loss".

M. BLANKET WAIVER OF SUBROGATION

The following replaces Paragraph **A.5., Transfer Of Rights Of Recovery Against Others To Us**, of **SECTION IV – BUSINESS AUTO CONDITIONS:**

5. Transfer Of Rights Of Recovery Against Others To Us

We waive any right of recovery we may have against any person or organization to the extent required of you by a written contract signed and executed prior to any "accident" or "loss", provided that the "accident" or "loss" arises out of operations contemplated by

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such contract. The waiver applies only to the person or organization designated in such contract.

N. UNINTENTIONAL ERRORS OR OMISSIONS

The following is added to Paragraph **B.2., Concealment, Misrepresentation, Or Fraud**, of **SECTION IV – BUSINESS AUTO CONDITIONS:**

The unintentional omission of, or unintentional error in, any information given by you shall not prejudice your rights under this insurance. However this provision does not affect our right to collect additional premium or exercise our right of cancellation or non-renewal.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS

This endorsement modifies insurance provided under the following:

COMMERCIAL EXCESS LIABILITY (UMBRELLA) INSURANCE

The following is added to Paragraph **11., OUR RIGHT TO RECOVER FROM OTHERS.**, of **SECTION IV – CONDITIONS.**:

If the insured has agreed in a contract or agreement to waive that insured's right of recovery against any person or organization, we waive our right of recovery against such person or organization, but only for payments we make because of:

a. "Bodily injury" or "property damage" caused by an "occurrence" that takes place; or

b. "Personal injury" or "advertising injury" caused by an "offense" that is committed;

subsequent to the execution of the contract or agreement.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

AMENDMENT – MEANING OF YOU AND YOUR AND MEANING OF EMPLOYEE

This endorsement modifies insurance provided under the following:

COMMERCIAL EXCESS LIABILITY (UMBRELLA) INSURANCE

PROVISIONS

1. The following replaces the first sentence of the second paragraph of the introductory provisions:

   Throughout this insurance the words "you" and "your" refer to the Named Insured shown in the Declarations, and any other person or organization qualifying as a Named Insured under this insurance.

2. The following is added to the second paragraph of the introductory provisions:

   The word "employee":

   a. Includes a person leased to you by a labor leasing firm under an agreement between you and the labor leasing firm, to perform duties related to the conduct of your business.

   b. Does not include a person who is furnished to you to substitute for a permanent employee on leave or to meet seasonal or short-term workload conditions.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

AMENDMENT OF WHO IS AN INSURED – INSUREDS ADDED WHEN QUALIFYING UNDER SCHEDULED UNDERLYING INSURANCE WITHOUT WRITTEN CONTRACT AND LIMITATIONS ADDED FOR LIMITED LIABILITY COMPANIES AND FOR YOUR EMPLOYEES

This endorsement modifies insurance provided under the following:

COMMERCIAL EXCESS LIABILITY (UMBRELLA) INSURANCE

PROVISIONS

1. The following replaces Paragraph **2.c.** of **SECTION II – WHO IS AN INSURED.:**

   c. Any organization you newly acquire or form, other than a partnership, joint venture or limited liability company, that qualifies as a Named Insured under a similar provision in any policy of Commercial General Liability (CGL) "underlying insurance" listed in the SCHEDULE OF UNDERLYING INSURANCE of the DECLARATIONS of this insurance will qualify as a Named Insured if there is no other excess liability or umbrella insurance available to that organization. However:

   (1) Coverage under this provision is afforded only until the end of the period of time during which the organization qualifies as a Named Insured under that provision in that policy of Commercial General Liability "underlying insurance";

   (2) Coverage **A** does not apply to "bodily injury" or "property damage" that occurred before you acquired or formed the organization; and

   (3) Coverage **B** does not apply to "personal injury" or "advertising injury" arising out of an "offense" committed before you acquired or formed the organization.

2. The following replaces paragraph **2.f.** of **SECTION II – WHO IS AN INSURED.:**

   f. Any other person or organization insured under any policy of the "underlying insurance" listed in the SCHEDULE OF UNDERLYING INSURANCE of the DECLARATIONS of this insurance. This insurance is subject to all the limitations upon coverage under such policy of "underlying insurance", and the limits of insurance afforded to such person or organization will be:

   (i) The difference between the "underlying insurance" limits and the minimum limits of insurance which you agreed to provide, if you have agreed to provide insurance for that person or organization in a written contract signed and executed by you before the "occurrence" takes place or the "offense" is committed; or

   (ii) The limits of insurance of this policy;

   whichever is less.

   If the minimum limits of insurance you agreed to provide such person or organization in such written contract are wholly within the "underlying insurance", this policy shall not apply.

3. The following replaces the last two paragraphs of **SECTION II – WHO IS AN INSURED.:**

   No person or organization is an insured with respect to the conduct of any current or past partnership, joint venture or limited liability company that is not shown as a Named Insured in the Declarations. This paragraph does not apply to any such partnership, joint venture or limited liability company that otherwise qualifies as an Insured under **SECTION II – WHO IS AN INSURED**

   None of your employees is an insured for the following:

   (1) "Bodily injury" or "personal injury":

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(a) To you, to your partners or members (if you are a partnership or joint venture), to your members (if you are a limited liability company), or to a co-employee while acting within the scope of his or her duties;

(b) To the spouse, child, parent, brother or sister of that co-employee as a consequence of Paragraph (1)(a) above;

(c) For which there is any obligation to share damages with or repay someone else who must pay damages because of the injury described in Paragraphs (1)(a) or (b) above; or

(d) Arising out of his or her providing or failing to provide professional health care services.

(2) "Property damage" to property:

(a) Owned, occupied or used by; or

(b) Rented to, in the care, custody or control of, or over which physical control is being exercised for any purpose by;

you, any of your employees, any partner or member (if you are a partnership or joint venture), or any member (if you are a limited liability company).

This paragraph does not apply to "bodily injury", "personal injury" or "property damage" for which such employee is an insured under any policy of "underlying insurance" listed in the SCHEDULE OF UNDERLYING INSURANCE of the DECLARATIONS of this insurance, or any renewal or replacement thereof, that would apply but for the exhaustion of its limits of liability.

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EMPLOYERS LIABILITY – FOLLOWING FORM

This endorsement modifies insurance provided under the following:

COMMERCIAL EXCESS LIABILITY (UMBRELLA) INSURANCE

PROVISIONS:

A. The following exclusion is added to Paragraph **3. EXCLUSIONS** of **SECTION I – COVERAGES, COVERAGE A. BODILY INJURY AND PROPERTY DAMAGE LIABILITY; and COVERAGE B. PERSONAL INJURY AND ADVERTISING INJURY LIABILITY:**

3. Exclusions

This insurance does not apply to:

Employers Liability

"Bodily injury" to:

(1) An employee of the insured arising out of and in the course of:

(a) Employment by the insured; or

(b) Performing duties related to the conduct of the insured's business; or

(2) The spouse, child, parent, brother or sister of that employee as a consequence of Paragraph **(1)** above.

This exclusion applies:

(1) Whether the insured may be liable as an employer or in any other capacity; and

(2) To any obligation to share damages with or repay someone else who must pay damages because of the injury.

B. The PROVISION A. exclusion above does not apply if you have a policy of "underlying insurance" listed in the SCHEDULE OF UNDERLYING INSURANCE of the DECLARATIONS of this insurance, or any renewal or replacement thereof, which provides coverage for such damages or would provide coverage for such damages but for the exhaustion of its limits of liability. Coverage provided will follow the same provisions, terms, definitions, exclusions, limitations and conditions of the policy(ies) of "underlying insurance" listed in the SCHEDULE OF UNDERLYING INSURANCE of the DECLARATIONS of this insurance.

C. Only as respects the provisions of this endorsement, **SECTION V – DEFINITIONS** is amended as follows:

1. Parts **3.a.(1)**, **3.a.(2)** and **3.b.** of the definition of "Applicable underlying limit" are deleted; and

2. Part **17.b.** of the definition of "Underlying insurance" is deleted.

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AMENDMENT OF CONTRACTUAL LIABILITY EXCLUSION – EXCEPTION FOR DAMAGES ASSUMED IN AN INSURED CONTRACT APPLIES ONLY TO NAMED INSURED

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

PROVISIONS

1. The following replaces Paragraph (2) of Exclusion b., **Contractual Liability**, in Paragraph **2.** of **SECTION I – COVERAGES – COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY**:

   (2) Assumed by you in a contract or agreement that is an "insured contract", provided that the "bodily injury" or "property damage" occurs subsequent to the execution of the contract or agreement. Solely for the purposes of liability assumed by you in an "insured contract", reasonable attorney fees and necessary litigation expenses incurred by or for a party other than an insured will be deemed to be damages because of "bodily injury" or "property damage", provided that:

   (a) Liability to such party for, or for the cost of, that party's defense has also been assumed by you in the same "insured contract"; and

   (b) Such attorney fees and litigation expenses are for defense of that party against a civil or alternative dispute resolution proceeding in which damages to which this insurance applies are alleged.

2. The following replaces the beginning of Paragraph **2.**, and Paragraphs **2.a.**, **b.**, **c.**, **d.** and **e.**, of **SUPPLEMENTARY PAYMENTS – COVERAGES A AND B** of **SECTION I – COVERAGES**:

   2. If we defend you against a "suit" and your indemnitee is also named as a party to the "suit", we will have the right and duty to defend that indemnitee if all of the following conditions are met:

   a. The "suit" against the indemnitee seeks damages for which you have assumed the liability of the indemnitee in a contract or agreement that is an "insured contract";

   b. This insurance applies to such liability assumed by you;

   c. The obligation to defend, or the cost of the defense of, that indemnitee has also been assumed by you in the same "insured contract";

   d. The allegations in the "suit" and the information we know about the "occurrence" or offense are such that we determine that no conflict exists between your interests and the interests of the indemnitee;

   e. You and the indemnitee ask us to conduct and control the defense of that indemnitee against such "suit" and agree that we can assign the same counsel to defend you and the indemnitee; and

3. The following replaces the last sentence of Paragraph **2.** of **SUPPLEMENTARY PAYMENTS – COVERAGES A AND B** of **SECTION I – COVERAGES**:

   Our obligation to defend your indemnitee and to pay for attorneys' fees and necessary litigation expenses as Supplementary Payments ends when:

   a. We have used up the applicable limit of insurance in the payment of judgments, settlements or medical expenses; or

   b. The conditions set forth above, or the terms of the agreement described in Paragraph **f.** above, are no longer met.

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CONTRACTORS XTEND ENDORSEMENT

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

GENERAL DESCRIPTION OF COVERAGE – This endorsement broadens coverage. However, coverage for any injury, damage or medical expenses described in any of the provisions of this endorsement may be excluded or limited by another endorsement to this Coverage Part, and these coverage broadening provisions do not apply to the extent that coverage is excluded or limited by such an endorsement. The following listing is a general coverage description only. Limitations and exclusions may apply to these coverages. Read all the provisions of this endorsement and the rest of your policy carefully to determine rights, duties, and what is and is not covered.

A. Aircraft Chartered With Pilot
B. Damage To Premises Rented To You
C. Increased Supplementary Payments
D. Incidental Medical Malpractice
E. Who Is An Insured – Newly Acquired Or Formed Organizations
F. Who Is An Insured – Broadened Named Insured – Unnamed Subsidiaries
G. Blanket Additional Insured – Owners, Managers Or Lessors Of Premises
H. Blanket Additional Insured – Lessors Of Leased Equipment
I. Blanket Additional Insured – States Or Political Subdivisions – Permits
J. Knowledge And Notice Of Occurrence Or Offense
K. Unintentional Omission
L. Blanket Waiver Of Subrogation
M. Amended Bodily Injury Definition
N. Contractual Liability – Railroads

PROVISIONS

A. AIRCRAFT CHARTERED WITH PILOT

The following is added to Exclusion **g., Aircraft, Auto Or Watercraft,** in Paragraph **2.** of **SECTION I – COVERAGES – COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY:**

This exclusion does not apply to an aircraft that is:

(a) Chartered with a pilot to any insured;

(b) Not owned by any insured; and

(c) Not being used to carry any person or property for a charge.

B. DAMAGE TO PREMISES RENTED TO YOU

1. The first paragraph of the exceptions in Exclusion **j., Damage To Property,** in Paragraph 2. of **SECTION I – COVERAGES – COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY** is deleted.
2. The following replaces the last paragraph of Paragraph 2., **Exclusions,** of **SECTION I – COVERAGES – COVERAGE A. BODILY INJURY AND PROPERTY DAMAGE LIABILITY:**

Exclusions **c.** and **g.** through **n.** do not apply to "premises damage". Exclusion **f.(1)(a)** does not apply to "premises damage" caused by:

a. Fire;
b. Explosion;
c. Lightning;
d. Smoke resulting from such fire, explosion, or lightning; or
e. Water;

unless Exclusion **f.** of Section I – Coverage A – Bodily Injury And Property Damage Liability is replaced by another endorsement to this Coverage Part that has Exclusion – All Pollution Injury Or Damage or Total Pollution Exclusion in its title.

A separate limit of insurance applies to "premises damage" as described in Paragraph **6.** of **SECTION III – LIMITS OF INSURANCE.**

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3. The following replaces Paragraph 6. of **SECTION III – LIMITS OF INSURANCE**:

   Subject to 5. above, the Damage To Premises Rented To You Limit is the most we will pay under Coverage A for damages because of "premises damage" to any one premises. The Damage To Premises Rented To You Limit will apply to all "property damage" proximately caused by the same "occurrence", whether such damage results from: fire; explosion; lightning; smoke resulting from such fire, explosion, or lightning; or water; or any combination of any of these causes.

   The Damage To Premises Rented To You Limit will be:

   a. The amount shown for the Damage To Premises Rented To You Limit on the Declarations of this Coverage Part; or

   b. $300,000 if no amount is shown for the Damage To Premises Rented To You Limit on the Declarations of this Coverage Part.

4. The following replaces Paragraph a. of the definition of "insured contract" in the **DEFINITIONS** Section:

   a. A contract for a lease of premises. However, that portion of the contract for a lease of premises that indemnifies any person or organization for "premises damage" is not an "insured contract";

5. The following is added to the **DEFINITIONS** Section:

   "Premises damage" means "property damage" to:

   a. Any premises while rented to you or temporarily occupied by you with permission of the owner; or

   b. The contents of any premises while such premises is rented to you, if you rent such premises for a period of seven or fewer consecutive days.

6. The following replaces Paragraph 4.b.(1)(b) of **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS**:

   (b) That is insurance for "premises damage"; or

7. Paragraph **4.b.(1)(c)** of **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS** is deleted.

C. INCREASED SUPPLEMENTARY PAYMENTS

1. The following replaces Paragraph **1.b.** of **SUPPLEMENTARY PAYMENTS – COVERAGES A AND B** of **SECTION I – COVERAGE**:

   b. Up to $2,500 for the cost of bail bonds required because of accidents or traffic law violations arising out of the use of any vehicle to which the Bodily Injury Liability Coverage applies. We do not have to furnish these bonds.

2. The following replaces Paragraph **1.d.** of **SUPPLEMENTARY PAYMENTS – COVERAGES A AND B** of **SECTION I – COVERAGES**:

   d. All reasonable expenses incurred by the insured at our request to assist us in the investigation or defense of the claim or "suit", including actual loss of earnings up to $500 a day because of time off from work.

D. INCIDENTAL MEDICAL MALPRACTICE

1. The following is added to the definition of "occurrence" in the **DEFINITIONS** Section:

   "Occurrence" also means an act or omission committed in providing or failing to provide "incidental medical services", first aid or "Good Samaritan services" to a person.

2. The following is added to Paragraph **2.a.(1)** of **SECTION II – WHO IS AN INSURED**:

   Paragraph **(1)(d)** above does not apply to "bodily injury" arising out of providing or failing to provide:

   (i) "Incidental medical services" by any of your "employees" who is a nurse practitioner, registered nurse, licensed practical nurse, nurse assistant, emergency medical technician or paramedic; or

   (ii) First aid or "Good Samaritan services" by any of your "employees" or "volunteer workers", other than an employed or volunteer doctor. Any such "employees" or "volunteer workers" providing or failing to provide first aid or "Good Samaritan services" during their work hours for you will be deemed to be acting within the scope of their employment by you or performing duties related to the conduct of your business.

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3. The following is added to Paragraph 5. of **SECTION III – LIMITS OF INSURANCE**:

   For the purposes of determining the applicable Each Occurrence Limit, all related acts or omissions committed in providing or failing to provide "incidental medical services", first aid or "Good Samaritan services" to any one person will be deemed to be one "occurrence".

4. The following exclusion is added to Paragraph 2., **Exclusions**, of **SECTION I – COVERAGES – COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY**:

   Sale Of Pharmaceuticals

   "Bodily injury" or "property damage" arising out of the willful violation of a penal statute or ordinance relating to the sale of pharmaceuticals committed by, or with the knowledge or consent of, the insured.

5. The following is added to the **DEFINITIONS** Section:

   "Incidental medical services" means:

   a. Medical, surgical, dental, laboratory, x-ray or nursing service or treatment, advice or instruction, or the related furnishing of food or beverages; or

   b. The furnishing or dispensing of drugs or medical, dental, or surgical supplies or appliances.

   "Good Samaritan services" means any emergency medical services for which no compensation is demanded or received.

6. The following is added to Paragraph **4.b., Excess Insurance**, of **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS**:

   The insurance is excess over any valid and collectible other insurance available to the insured, whether primary, excess, contingent or on any other basis, that is available to any of your "employees" or "volunteer workers" for "bodily injury" that arises out of providing or failing to provide "incidental medical services", first aid or "Good Samaritan services" to any person to the extent not subject to Paragraph **2.a.(1)** of Section II – Who Is An Insured.

E. WHO IS AN INSURED – NEWLY ACQUIRED OR FORMED ORGANIZATIONS

The following replaces Paragraph **4.** of **SECTION II – WHO IS AN INSURED**:

4. Any organization you newly acquire or form, other than a partnership, joint venture or limited liability company, of which you are the sole owner or in which you maintain the majority ownership interest, will qualify as a Named Insured if there is no other insurance which provides similar coverage to that organization. However:

   a. Coverage under this provision is afforded only:

      (1) Until the 180th day after you acquire or form the organization or the end of the policy period, whichever is earlier, if you do not report such organization in writing to us within 180 days after you acquire or form it; or

      (2) Until the end of the policy period, when that date is later than 180 days after you acquire or form such organization, if you report such organization in writing to us within 180 days after you acquire or form it, and we agree in writing that it will continue to be a Named Insured until the end of the policy period;

   b. Coverage A does not apply to "bodily injury" or "property damage" that occurred before you acquired or formed the organization; and

   c. Coverage B does not apply to "personal injury" or "advertising injury" arising out of an offense committed before you acquired or formed the organization.

F. WHO IS AN INSURED – BROADENED NAMED INSURED – UNNAMED SUBSIDIARIES

The following is added to **SECTION II – WHO IS AN INSURED**:

Any of your subsidiaries, other than a partnership, joint venture or limited liability company, that is not shown as a Named Insured in the Declarations is a Named Insured if you maintain an ownership interest of more than 50% in such subsidiary on the first day of the policy period.

No such subsidiary is an insured for "bodily injury" or "property damage" that occurred, or "personal injury" or "advertising injury" caused by an offense committed after the date, if any, during the policy period, that you no longer maintain an ownership interest of more than 50% in such subsidiary.

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G. BLANKET ADDITIONAL INSURED – OWNERS, MANAGERS OR LESSORS OF PREMISES

The following is added to **SECTION II – WHO IS AN INSURED:**

Any person or organization that is a premises owner, manager or lessor and that you have agreed in a written contract or agreement to include as an additional insured on this Coverage Part is an insured, but only with respect to liability for "bodily injury", "property damage", "personal injury" or "advertising injury" that:

a. Is "bodily injury" or "property damage" that occurs, or is "personal injury" or "advertising injury" caused by an offense that is committed, subsequent to the execution of that contract or agreement; and

b. Arises out of the ownership, maintenance or use of that part of any premises leased to you.

The insurance provided to such premises owner, manager or lessor is subject to the following provisions:

a. The limits of insurance provided to such premises owner, manager or lessor will be the minimum limits which you agreed to provide in the written contract or agreement, or the limits shown on the Declarations, whichever are less.

b. The insurance provided to such premises owner, manager or lessor does not apply to:

(1) Any "bodily injury" or "property damage" that occurs, or "personal injury" or "advertising injury" caused by an offense that is committed, after you cease to be a tenant in that premises; or

(2) Structural alterations, new construction or demolition operations performed by or on behalf of such premises owner, lessor or manager.

c. The insurance provided to such premises owner, manager or lessor is excess over any valid and collectible other insurance available to such premises owner, manager or lessor, whether primary, excess, contingent or on any other basis, unless you have agreed in the written contract or agreement that this insurance must be primary to, or non-contributory with, such other insurance, in which case this insurance will be primary to, and non-contributory with, such other insurance.

H. BLANKET ADDITIONAL INSURED – LESSORS OF LEASED EQUIPMENT

The following is added to **SECTION II – WHO IS AN INSURED:**

Any person or organization that is an equipment lessor and that you have agreed in a written contract or agreement to include as an insured on this Coverage Part is an insured, but only with respect to liability for "bodily injury", "property damage", "personal injury" or "advertising injury" that:

a. Is "bodily injury" or "property damage" that occurs, or is "personal injury" or "advertising injury" caused by an offense that is committed, subsequent to the execution of that contract or agreement; and

b. Is caused, in whole or in part, by your acts or omissions in the maintenance, operation or use of equipment leased to you by such equipment lessor.

The insurance provided to such equipment lessor is subject to the following provisions:

a. The limits of insurance provided to such equipment lessor will be the minimum limits which you agreed to provide in the written contract or agreement, or the limits shown on the Declarations, whichever are less.

b. The insurance provided to such equipment lessor does not apply to any "bodily injury" or "property damage" that occurs, or "personal injury" or "advertising injury" caused by an offense that is committed, after the equipment lease expires.

c. The insurance provided to such equipment lessor is excess over any valid and collectible other insurance available to such equipment lessor, whether primary, excess, contingent or on any other basis, unless you have agreed in the written contract or agreement that this insurance must be primary to, or non-contributory with, such other insurance, in which case this insurance will be primary to, and non-contributory with, such other insurance.

I. BLANKET ADDITIONAL INSURED – STATES OR POLITICAL SUBDIVISIONS – PERMITS

The following is added to **SECTION II – WHO IS AN INSURED:**

Any state or political subdivision that has issued a permit in connection with operations performed by you or on your behalf and that you are required

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by any ordinance, law or building code to include as an additional insured on this Coverage Part is an insured, but only with respect to liability for "bodily injury", "property damage", "personal injury" or "advertising injury" arising out of such operations.

The insurance provided to such state or political subdivision does not apply to:

a. Any "bodily injury," "property damage," "personal injury" or "advertising injury" arising out of operations performed for that state or political subdivision; or

b. Any "bodily injury" or "property damage" included in the "products-completed operations hazard".

J. KNOWLEDGE AND NOTICE OF OCCURRENCE OR OFFENSE

The following is added to Paragraph **2., Duties In The Event of Occurrence, Offense, Claim or Suit**, of **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS:**

e. The following provisions apply to Paragraph **a.** above, but only for the purposes of the insurance provided under this Coverage Part to you or any insured listed in Paragraph **1.** or **2.** of Section II – Who Is An Insured:

(1) Notice to us of such "occurrence" or offense must be given as soon as practicable only after the "occurrence" or offense is known by you (if you are an individual), any of your partners or members who is an individual (if you are a partnership or joint venture), any of your managers who is an individual (if you are a limited liability company), any of your "executive officers" or directors (if you are an organization other than a partnership, joint venture or limited liability company) or any "employee" authorized by you to give notice of an "occurrence" or offense.

(2) If you are a partnership, joint venture or limited liability company, and none of your partners, joint venture members or managers are individuals, notice to us of such "occurrence" or offense must be given as soon as practicable only after the "occurrence" or offense is known by:

(a) Any individual who is:

(i) A partner or member of any partnership or joint venture;

(ii) A manager of any limited liability company; or

(iii) An executive officer or director of any other organization;

that is your partner, joint venture member or manager; or

(b) Any "employee" authorized by such partnership, joint venture, limited liability company or other organization to give notice of an "occurrence" or offense.

(3) Notice to us of such "occurrence" or of an offense will be deemed to be given as soon as practicable if it is given in good faith as soon as practicable to your workers' compensation insurer. This applies only if you subsequently give notice to us of the "occurrence" or offense as soon as practicable after any of the persons described in Paragraphs **e. (1)** or **(2)** above discovers that the "occurrence" or offense may result in sums to which the insurance provided under this Coverage Part may apply.

However, if this Coverage Part includes an endorsement that provides limited coverage for "bodily injury" or "property damage" or pollution costs arising out of a discharge, release or escape of "pollutants" which contains a requirement that the discharge, release or escape of "pollutants" must be reported to us within a specific number of days after its abrupt commencement, this Paragraph **e.** does not affect that requirement.

K. UNINTENTIONAL OMISSION

The following is added to Paragraph **6., Representations**, of **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS:**

The unintentional omission of, or unintentional error in, any information provided by you which we relied upon in issuing this policy will not prejudice your rights under this insurance. However, this provision does not affect our right to collect additional premium or to exercise our rights of cancellation or nonrenewal in accordance with applicable insurance laws or regulations.

L. BLANKET WAIVER OF SUBROGATION

The following is added to Paragraph **8., Transfer Of Rights Of Recovery Against Others To Us**, of **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS:**

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If the insured has agreed in a contract or agreement to waive that insured's right of recovery against any person or organization, we waive our right of recovery against such person or organization, but only for payments we make because of:

a. "Bodily injury" or "property damage" that occurs; or

b. "Personal injury" or "advertising injury" caused by an offense that is committed;

subsequent to the execution of that contract or agreement.

M. AMENDED BODILY INJURY DEFINITION

The following replaces the definition of "bodily injury" in the **DEFINITIONS** Section:

3. "Bodily injury" means bodily injury, mental anguish, mental injury, shock, fright, disability, humiliation, sickness or disease sustained by a person, including death resulting from any of these at any time.

N. CONTRACTUAL LIABILITY -- RAILROADS

1. The following replaces Paragraph c. of the definition of "insured contract" in the **DEFINITIONS** Section:

   c. Any easement or license agreement;

2. Paragraph f.(1) of the definition of "insured contract" in the **DEFINITIONS** Section is deleted.

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i. How, when and where the "occurrence" or offense took place;

ii. The names and addresses of any injured persons and witnesses; and

iii. The nature and location of any injury or damage arising out of the "occurrence" or offense.

b) If a claim is made or "suit" is brought against the additional insured, the additional insured must:

i. Immediately record the specifics of the claim or "suit" and the date received; and

ii. Notify us as soon as practicable.

The additional insured must see to it that we receive written notice of the claim or "suit" as soon as practicable.

c) The additional insured must immediately send us copies of all legal papers received in connection with the claim or "suit", cooperate with us in the investigation or settlement of the claim or defense against the "suit", and otherwise comply with all policy conditions.

d) The additional insured must tender the defense and indemnity of any claim or "suit" to any provider of "other insurance" which would cover the additional insured for a loss we cover under this endorsement. However, this condition does not affect whether the insurance provided to the additional insured by this endorsement is primary to "other insurance" available to the additional insured which covers that person or organization as a named insured as described in paragraph 3. above.

5. The following definition is added to SECTION V. – DEFINITIONS:

"Written contract requiring insurance" means that part of any written contract or agreement under which you are required to include a person or organization as an additional insured on this Coverage Part, provided that the "bodily injury" and "property damage" occurs and the "personal injury" is caused by an offense committed:

a. After the signing and execution of the contract or agreement by you;

b. While that part of the contract or agreement is in effect; and

c. Before the end of the policy period.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY

BLANKET ADDITIONAL INSURED (CONTRACTORS)

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

1. WHO IS AN INSURED – (Section II) is amended to include any person or organization that you agree in a "written contract requiring insurance" to include as an additional insured on this Coverage Part, but:
   a) Only with respect to liability for "bodily injury", "property damage" or "personal injury"; and
   b) If, and only to the extent that, the injury or damage is caused by acts or omissions of you or your subcontractor in the performance of "your work" to which the "written contract requiring insurance" applies. The person or organization does not qualify as an additional insured with respect to the independent acts or omissions of such person or organization.
2. The insurance provided to the additional insured by this endorsement is limited as follows:
   a) In the event that the Limits of Insurance of this Coverage Part shown in the Declarations exceed the limits of liability required by the "written contract requiring insurance", the insurance provided to the additional insured shall be limited to the limits of liability required by that "written contract requiring insurance". This endorsement shall not increase the limits of insurance described in Section III – Limits Of Insurance.
   b) The insurance provided to the additional insured does not apply to "bodily injury", "property damage" or "personal injury" arising out of the rendering of, or failure to render, any professional architectural, engineering or surveying services, including:
      i. The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders or change orders, or the preparing, approving, or failing to prepare or approve, drawings and specifications; and
      ii. Supervisory, inspection, architectural or engineering activities.
   c) The insurance provided to the additional insured does not apply to "bodily injury" or "property damage" caused by "your work" and included in the "products-completed operations hazard" unless the "written contract requiring insurance" specifically requires you to provide such coverage for that additional insured, and then the insurance provided to the additional insured applies only to such "bodily injury" or "property damage" that occurs before the end of the period of time for which the "written contract requiring insurance" requires you to provide such coverage or the end of the policy period, whichever is earlier.
3. The insurance provided to the additional insured by this endorsement is excess over any valid and collectible "other insurance", whether primary, excess, contingent or on any other basis, that is available to the additional insured for a loss we cover under this endorsement. However, if the "written contract requiring insurance" specifically requires that this insurance apply on a primary basis or a primary and non-contributory basis, this insurance is primary to "other insurance" available to the additional insured which covers that person or organization as a named insured for such loss, and we will not share with that "other insurance". But the insurance provided to the additional insured by this endorsement still is excess over any valid and collectible "other insurance", whether primary, excess, contingent or on any other basis, that is available to the additional insured when that person or organization is an additional insured under such "other insurance".
4. As a condition of coverage provided to the additional insured by this endorsement:
   a) The additional insured must give us written notice as soon as practicable of an "occurrence" or an offense which may result in a claim. To the extent possible, such notice should include:

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COMMERCIAL GENERAL LIABILITY

POLICY NUMBER: DT-CO-4B318276-COF-18 ISSUE DATE: 04-19-18

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY

DESIGNATED PROJECT(S) GENERAL AGGREGATE LIMIT

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Designated Project(s):	Designated Project General Aggregate(s):
EACH "PROJECT" FOR WHICH YOU HAVE AGREED IN A WRITTEN CONTRACT WHICH IS IN EFFECT DURING THIS POLICY PERIOD, TO PROVIDE A SEPARATE GENERAL AGGREGATE LIMIT; PROVIDED THAT, THE CONTRACT IS SIGNED AND EXECUTED BY YOU BEFORE THE "BODILY INJURY" OR "PROPERTY DAMAGE" OCCURS.	GENERAL AGGREGATE LIMIT SHOWN ON THE DECLARATIONS.

A. For all sums which the insured becomes legally obligated to pay as damages caused by "occurrences" under **COVERAGE A. (SECTION I)**, and for all medical expenses caused by accidents under **COVERAGE C (SECTION I)**, which can be attributed only to operations at a single designated "project" shown in the Schedule above:

1. A separate Designated Project General Aggregate Limit applies to each designated "project", and that limit is equal to the amount of the General Aggregate Limit shown in the Declarations, unless separate **Designated Project General Aggregate(s)** are scheduled above.
2. The Designated Project General Aggregate Limit is the most we will pay for the sum of all damages under **COVERAGE A.**, except damages because of "bodily injury" or "property damage" included in the "products-completed operations hazard", and for medical expenses under **COVERAGE C**, regardless of the number of:
   a. Insureds;
   b. Claims made or "suits" brought; or
   c. Persons or organizations making claims or bringing "suits".
3. Any payments made under **COVERAGE A.** for damages or under **COVERAGE C.** for medical expenses shall reduce the Designated Project General Aggregate Limit for that designated "project". Such payments shall not reduce the General Aggregate Limit shown in the Declarations nor shall they reduce any other Designated Project General Aggregate Limit for any other designated "project" shown in the Schedule above.
4. The limits shown in the Declarations for **Each Occurrence, Damage To Premises Rented To You and Medical Expense** continue to apply. However, instead of being subject to the General Aggregate Limit shown in the Declarations, such limits will be subject to the applicable Designated Project General Aggregate Limit.

B. For all sums which the insured becomes legally obligated to pay as damages caused by "occurrences" under **COVERAGE A. (SECTION I)**, and for all medical expenses caused by accidents under **COVERAGE C. (SECTION I)**, which cannot be attributed only to operations at a single designated "project" shown in the Schedule above:

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1. Any payments made under **COVERAGE A.** for damages or under **COVERAGE C.** for medical expenses shall reduce the amount available under the General Aggregate Limit or the Products-Completed Operations Aggregate Limit, whichever is applicable; and
2. Such payments shall not reduce any Designated Project General Aggregate Limit.

C. Part 2. of **SECTION III – LIMITS OF INSURANCE** is deleted and replaced by the following:

2. The General Aggregate Limit is the most we will pay for the sum of:
   a. Damages under **Coverage B**; and
   b. Damages from "occurrences" under **COVERAGE A (SECTION I)** and for all medical expenses caused by accidents under **COVERAGE C (SECTION I)** which cannot be attributed only to operations at a single designated "project" shown in the **SCHEDULE** above.

D. When coverage for liability arising out of the "products-completed operations hazard" is provided, any payments for damages because of "bodily injury" or "property damage" included in the "products-completed operations hazard" will reduce the Products-Completed Operations Aggregate Limit, and not reduce the General Aggregate Limit nor the Designated Project General Aggregate Limit.

E. For the purposes of this endorsement the **Definitions Section** is amended by the addition of the following definition:

"Project" means an area away from premises owned by or rented to you at which you are performing operations pursuant to a contract or agreement. For the purposes of determining the applicable aggregate limit of insurance, each "project" that includes premises involving the same or connecting lots, or premises whose connection is interrupted only by a street, roadway, waterway or right-of-way of a railroad shall be considered a single "project".

F. The provisions of **SECTION III – LIMITS OF INSURANCE** not otherwise modified by this endorsement shall continue to apply as stipulated.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

AMENDMENT OF COVERAGE B – PERSONAL AND ADVERTISING INJURY LIABILITY

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

PROVISIONS

A. AMENDMENT OF DEFINITION OF PERSONAL AND ADVERTISING INJURY

The following replaces the definition of "personal and advertising injury" in the **DEFINITIONS** Section:

"Personal and advertising injury" means "personal injury" or "advertising injury".

B. AMENDMENT OF CONTRACTUAL LIABILITY EXCLUSION – EXCEPTION FOR DAMAGES BECAUSE OF PERSONAL INJURY ASSUMED BY NAMED INSURED IN AN INSURED CONTRACT

1. The following is added to Exclusion **e., Contractual Liability**, in Paragraph **2.** of **SECTION I – COVERAGES – COVERAGE B PERSONAL AND ADVERTISING INJURY LIABILITY:**

   This exclusion also does not apply to liability for damages because of "personal injury" assumed by you in a contract or agreement that is an "insured contract", provided that the "personal injury" is caused by an offense committed subsequent to the execution of the contract or agreement. Solely for the purposes of liability assumed by you in an "insured contract", reasonable attorney fees and necessary litigation expenses incurred by or for a party other than an insured will be deemed to be damages because of "personal injury", provided that:

   (1) Liability to such party for, or for the cost of, that party's defense has also been assumed by you in the same "insured contract"; and

   (2) Such attorney fees and litigation expenses are for defense of that party against a civil or alternative dispute resolution proceeding in which damages to which this insurance applies are alleged.

2. The following replaces the third sentence of Paragraph **2.** of **SUPPLEMENTARY PAYMENTS – COVERAGES A AND B:**

   Notwithstanding the provisions of Paragraph **2.b.(2)** of Section **I** – Coverage **A** – Bodily Injury And Property Damage Liability or Paragraph **2.e.** of Section **I** – Coverage **B** – Personal and Advertising Injury Liability, such payments will not be deemed to be damages because of "bodily injury", "property damage" or "personal injury", and will not reduce the limits of insurance.

3. The following replaces the first paragraph of Paragraph **f.** of the definition of "insured contract" in the **DEFINITIONS** Section:

   f. That part of any other contract or agreement pertaining to your business (including an indemnification of a municipality in connection with work performed for a municipality) under which you assume the tort liability of another party to pay for "bodily injury", "property damage" or "personal injury" to a third party or organization. Tort liability means a liability that would be imposed by law in the absence of any contract or agreement.

C. ADDITION OF ACCESS OR DISCLOSURE OF CONFIDENTIAL OR PERSONAL INFORMATION EXCLUSION

The following exclusion is added to Paragraph **2., Exclusions**, of **SECTION I – COVERAGES – COVERAGE B PERSONAL AND ADVERTISING INJURY LIABILITY:**

Access Or Disclosure Of Confidential Or Personal Information

"Personal injury" or "advertising injury" arising out of any access to or disclosure of any person's or organization's confidential or personal information.

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D. AMENDMENT OF OTHER EXCLUSIONS

1. The following replaces Exclusion **b., Material Published With Knowledge Of Falsity**, in Paragraph **2.** of **SECTION I – COVERAGES – COVERAGE B PERSONAL AND ADVERTISING INJURY LIABILITY:**

   b. Material Published With Knowledge Of Falsity

   "Personal injury" or "advertising injury" arising out of oral or written publication, including publication by electronic means, of material, if done by or at the direction of the insured with knowledge of its falsity.

2. The following replaces Exclusion **c., Material Published Prior To Policy Period**, in Paragraph **2.** of **SECTION I – COVERAGES – COVERAGE B PERSONAL AND ADVERTISING INJURY LIABILITY:**

   c. Material Published Or Used Prior To Policy Period

   (1) "Personal injury" or "advertising injury" arising out of oral or written publication, including publication by electronic means, of material whose first publication took place before the beginning of the policy period; or

   (2) "Advertising injury" arising out of infringement of copyright, "title" or "slogan" in your "advertisement" whose first infringement in your "advertisement" was committed before the beginning of the policy period.

3. The following replaces Exclusion **f., Breach Of Contract**, in Paragraph **2.** of **SECTION I – COVERAGES – COVERAGE B PERSONAL AND ADVERTISING INJURY LIABILITY:**

   f. Breach Of Contract

   "Advertising injury" arising out of a breach of contract.

4. The following replaces Exclusion **g., Quality Or Performance of Goods – Failure To Conform To Statements**, in Paragraph **2.** of **SECTION I – COVERAGES – COVERAGE B PERSONAL AND ADVERTISING INJURY LIABILITY:**

   g. Quality Or Performance Of Goods – Failure To Conform To Statements

   "Advertising injury" arising out of the failure of goods, products or services to conform with any statement of quality or performance made in your "advertisement".

5. The following replaces Exclusion **h., Wrong Description Of Prices**, in Paragraph **2.** of **SECTION I – COVERAGES – COVERAGE B PERSONAL AND ADVERTISING INJURY LIABILITY:**

   h. Wrong Description Of Prices

   "Advertising injury" arising out of the wrong description of the price of goods, products or services stated in your "advertisement".

6. The following replaces Exclusion **i., Infringement Of Copyright, Patent, Trademark, Or Trade Secret**, in Paragraph **2.** of **SECTION I – COVERAGES – COVERAGE B PERSONAL AND ADVERTISING INJURY LIABILITY:**

   i. Intellectual Property

   "Personal injury" or "advertising injury" arising out of any actual or alleged infringement or violation of any of the following rights or laws, or any other "personal injury" or "advertising injury" alleged in any claim or "suit" that also alleges any such infringement or violation:

   (1) Copyright;

   (2) Patent;

   (3) Trade dress;

   (4) Trade name;

   (5) Trademark;

   (6) Trade secret; or

   (7) Other intellectual property rights or laws.

   This exclusion does not apply to:

   (1) "Advertising injury" arising out of any actual or alleged infringement or violation of another's copyright, "title" or "slogan" in your "advertisement"; or

   (2) Any other "personal injury" or "advertising injury" alleged in any claim or "suit" that also alleges any such infringement or violation of another's copyright, "title" or "slogan" in your "advertisement".

7. The following replaces Exclusion **j., Insureds In Media And Internet Type Businesses**, in Paragraph **2.** of **SECTION I – COVERAGES – COVERAGE B PERSONAL AND ADVERTISING INJURY LIABILITY:**

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j. **Insureds In Media And Internet Type Businesses**

"Personal injury" or "advertising injury" arising out of an offense committed by an insured whose business is:

(1) Advertising, "broadcasting" or publishing;

(2) Designing or determining content of web-sites for others; or

(3) An Internet search, access, content or service provider.

This exclusion does not apply to Paragraphs **a.(1), (2)** and **(3)** of the definition of "personal injury".

For the purposes of this exclusion:

(1) Creating and producing correspondence written in the conduct of your business, bulletins, financial or annual reports, or newsletters about your goods, products or services will not be considered the business of publishing; and

(2) The placing of frames, borders or links, or advertising, for you or others anywhere on the Internet will not, by itself, be considered the business of advertising, "broadcasting" or publishing.

8. The following replaces Paragraph **(2)** of Exclusion **n., Pollution-Related,** in Paragraph **2.** of **SECTION I – COVERAGES – COVERAGE B PERSONAL AND ADVERTISING INJURY LIABILITY:**

(2) Claim or suit by or on behalf of a governmental authority because of testing for, monitoring, cleaning up, removing, containing, treating, detoxifying or neutralizing, or in any way responding to, or assessing the effects of, "pollutants".

E. AMENDMENT OF WHO IS AN INSURED

The following replaces the introductory phrase of Paragraph **2.a.(1)** of **SECTION II – WHO IS AN INSURED:**

(1) "Bodily injury" or "personal injury":

F. AMENDMENT OF LIMITS OF INSURANCE

The following replaces Paragraph **4.** of **SECTION III – LIMITS OF INSURANCE:**

Subject to **2.** above, the Personal and Advertising Injury Limit is the most we will pay under Coverage **B** for the sum of all damages because of all "personal injury" and "advertising injury" sustained by any one person or organization.

G. ADDITIONAL DEFINITIONS

The following is added to the **DEFINITIONS** Section:

"Advertising injury":

a. Means injury, other than "personal injury", caused by one or more of the following offenses:

(1) Oral or written publication, including publication by electronic means, of material in your "advertisement" that slanders or libels a person or organization or disparages a person's or organization's goods, products or services, provided that the claim is made or the "suit" is brought by a person or organization that claims to have been slandered or libeled, or that claims to have had its goods, products or services disparaged;

(2) Oral or written publication, including publication by electronic means, of material in your "advertisement" that:

(a) Appropriates a person's name, voice, photograph or likeness; or

(b) Unreasonably places a person in a false light; or

(3) Infringement of copyright, "title" or "slogan" in your "advertisement", provided that the claim is made or the "suit" is brought by a person or organization that claims ownership of such copyright, "title" or "slogan".

b. Includes "bodily injury" caused by one or more of the offenses described in Paragraph a. above.

"Broadcasting" means transmitting any audio or visual material for any purpose:

a. By radio or television; or

b. In, by or with any other electronic means of communication, such as the Internet, if that material is part of:

(1) Radio or television programming being transmitted;

(2) Other entertainment, educational, instructional, music or news programming being transmitted; or

(3) Advertising transmitted with any of such programming.

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"Personal injury":

a. Means injury, other than "advertising injury", caused by one or more of the following offenses:

(1) False arrest, detention or imprisonment;

(2) Malicious prosecution;

(3) The wrongful eviction from, wrongful entry into, or invasion of the right of private occupancy of a room, dwelling or premises that a person occupies, provided that the wrongful eviction, wrongful entry or invasion of the right of private occupancy is committed by or on behalf of the owner, landlord or lessor of that room, dwelling or premises;

(4) Oral or written publication, including publication by electronic means, of material that slanders or libels a person or organization or disparages a person's or organization's goods, products or services, provided that the claim is made or the "suit" is brought by a person or organization that claims to have been slandered or libeled, or that claims to have had its goods, products or services disparaged; or

(5) Oral or written publication, including publication by electronic means, of material that:

(a) Appropriates a person's name, voice, photograph or likeness; or

(b) Unreasonably places a person in a false light.

b. Includes "bodily injury" caused by one or more of the offenses described in Paragraph a. above.

"Slogan":

a. Means a phrase that others use for the purpose of attracting attention in their advertising.

b. Does not include a phrase used as, or in, the name of:

(1) Any person or organization, other than you; or

(2) Any business, or any of the premises, goods, products, services or work, of any person or organization, other than you.

"Title" means a name of a literary or artistic work.

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POLICY NUMBER: DT-CO-4B318276-COF-18

COMMERCIAL GENERAL LIABILITY
ISSUE DATE: 04-19-18

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – ENGINEERS, ARCHITECTS OR SURVEYORS NOT ENGAGED BY THE NAMED INSURED

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Engineers, Architects Or Surveyors Not Engaged By The Named Insured:

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

A. **Section II – Who Is An Insured** is amended to include as an additional insured the architects, engineers or surveyors shown in the Schedule, but only with respect to liability for "bodily injury", "property damage", "personal injury" or "advertising injury" caused, in whole or in part by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations performed by you or on your behalf.

Such architects, engineers or surveyors, while not engaged by you, are contractually required to be added as an additional insured to your policy.

B. With respect to the insurance afforded to these additional insureds, the following additional exclusion applies:

This insurance does not apply to "bodily injury", "property damage", "personal injury" or "advertising injury" arising out of the rendering of or the failure to render any professional services, including:

1. The preparing, approving, or failing to prepare or approve maps, drawings, opinions, reports, surveys, change orders, designs or specifications; or
2. Supervisory, inspection or engineering services.

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AIG SPECIALTY INSURANCE COMPANY

(A Capital Stock Company, herein called the Company)
175 Water Street
New York, NY 10038

CONTRACTOR'S POLLUTION LIABILITY POLICY

DECLARATIONS

NOTICE: AMOUNTS INCURRED FOR LEGAL DEFENSE SHALL BE APPLIED AGAINST THE DEDUCTIBLE AMOUNT AND ALSO SHALL REDUCE THE LIMIT OF LIABILITY AVAILABLE TO PAY OTHER COSTS COVERED BY THIS INSURANCE.

THIS INSURANCE IS ISSUED PURSUANT TO THE MINNESOTA SURPLUS LINES INSURANCE ACT. THE INSURER IS AN ELIGIBLE SURPLUS LINES INSURER BUT IS NOT OTHERWISE LICENSED BY THE STATE OF MINNESOTA. IN CASE OF INSOLVENCY, PAYMENT OF CLAIMS IS NOT GUARANTEED.

POLICY NUMBER: CPO 16398030

Item 1. NAMED INSURED: LAMETTI & SONS, INC.

ADDRESS: 16028 FOREST BLVD N
HUGO, MN 55038-8396

Item 2. POLICY PERIOD:

FROM: April 1, 2019 **TO:** April 1, 2021
12:01 AM STANDARD TIME AT THE ADDRESS OF THE NAMED INSURED SHOWN ABOVE

Item 3. LIMIT OF LIABILITY:

COVERAGE A	$2,000,000	**EACH LOSS**
COVERAGE B	$2,000,000	**EACH LOSS**
	$2,000,000	**AGGREGATE**

Item 4. DEDUCTIBLE: $10,000 **EACH LOSS**

Premium	: $27,232.00
MN Surplus Lines Tax	: $816.96
MN Stamping Office Fee	: $10.89
Total Charges	: $28,059.85

Item 5. POLICY PREMIUM: $27,232

Premium for Certified Acts of Terrorism Coverage Under Terrorism Risk Insurance Act 2002:
Not Applicable

Broker: RISK PLACEMENT SERVICES INC
6625 W. 78TH STREET
SUITE 210
MINNEAPOLIS, MN 55439

To Report a Loss
- Dial toll-free #1 (844)777-8323 or visit our
- Website: https://my.rpsins.com/claimsfnol
- Contact Insurer directly (see policy section)

By _____
AUTHORIZED REPRESENTATIVE
or countersignature (in states where applicable)

RPSEAC/SC/2019.04.15

127250 (01/18)
CI6222

NOTICE: THIS INSURER IS NOT LICENSED IN THE STATE OF NEW YORK AND IS NOT SUBJECT TO ITS SUPERVISION

ENDORSEMENT NO. 3

This endorsement, effective 12:01 AM, April 1, 2019

Forms a part of Policy No: CPO 16398030

Issued to: LAMETTI & SONS, INC.

By: AIG SPECIALTY INSURANCE COMPANY

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED(S) ENDORSEMENT

It is hereby agreed that Section VI. **DEFINITIONS,** Paragraph Q. **Insured** is amended by adding the following scheduled entity(s) as additional **Insured(s)** but solely as respects liability arising out of the **Covered Operations** performed by or on behalf of the **Named Insured.**

Additional Insured(s)

Blanket as required by written contract entered into prior to **Claim** or **Loss.**

All other terms, conditions, and exclusions shall remain the same.

AUTHORIZED REPRESENTATIVE
or countersignature (in states where applicable)

CERTIFICATE OF PROPERTY INSURANCE

DATE (MM/DD/YYYY): 01/11/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

PRODUCER	CONTACT NAME: Sheryl Davison	
AssuredPartners of Minnesota LLC 2361 Hwy 36 W St. Paul MN 55113	PHONE (A/C, No, Ext): (651) 644-7200	FAX (A/C, No): (651) 644-9137
	E-MAIL ADDRESS: sdavison@apminnesota.com	
	PRODUCER CUSTOMER ID: 00001645	

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Travelers Property Casualty Co. of America	25674
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Lametti and Sons Inc.
16028 Forest Blvd. No.
P.O. Box 477
Hugo MN 55038

COVERAGES **CERTIFICATE NUMBER:** 21-22 Builders Risk **REVISION NUMBER:**

LOCATION OF PREMISES / DESCRIPTION OF PROPERTY (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Builders Risk

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	COVERED PROPERTY	LIMITS
	☐ PROPERTY CAUSES OF LOSS / DEDUCTIBLES ☐ BASIC — BUILDING ☐ BROAD — CONTENTS ☐ SPECIAL ☐ EARTHQUAKE ☐ WIND ☐ FLOOD				☐ BUILDING ☐ PERSONAL PROPERTY ☐ BUSINESS INCOME ☐ EXTRA EXPENSE ☐ RENTAL VALUE ☐ BLANKET BUILDING ☐ BLANKET PERS PROP ☐ BLANKET BLDG & PP	$ $ $ $ $ $ $ $ $
A	☒ INLAND MARINE CAUSES OF LOSS ☐ NAMED PERILS	TYPE OF POLICY: Builders Risk Non-Reporting Form POLICY NUMBER: 6605R641701TIL21	01/18/2021	01/18/2022	☒ Builders Risk ☒ Deductible	$ 1,785,017 $ 10,000
	☐ CRIME TYPE OF POLICY					
	☐ BOILER & MACHINERY / EQUIPMENT BREAKDOWN					

SPECIAL CONDITIONS / OTHER COVERAGES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Project: #19514 Nicollet County Ditch No. 86A - High Capacity Stormwater Pumping Station

CERTIFICATE HOLDER

Nicollet County Drainage Authority
16028 Forest Blvd N
Hugo MN 55038

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Peter R. Bolz

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OFFICIAL PROCEEDINGS OF THE
BOARD OF COUNTY COMMISSIONERS FOR
NICOLLET COUNTY, MINNESOTA
JANUARY 5, 2021

The Nicollet County Board of Commissioners met in regular session on Tuesday, January 5, 2021, at 9:00 a.m. Commissioners Denny Kemp, Jack Kolars, Marie Dranttel, Terry Morrow and John Luepke were present. Also present were County Administrator Ryan Krosch, County Attorney Michelle Zehnder Fischer and Recording Secretary Sarah Frahm.

The meeting was held via teleconference pursuant to Minnesota Statute 13D.021 due to the coronavirus pandemic. Zoom meeting technology was used to conduct the meeting. Chair Morrow, Administrator Krosch and Recording Secretary Frahm were in attendance at the County Board Room. All commissioners, staff and public participated via Zoom. The meeting was also video recorded.

Election of Officers

Commissioner Luepke asked for nominations for Board Chair for 2021. Motion by Commissioner Luepke and seconded by Commissioner Kolars to nominate Commissioner Morrow for the position of Chair of the Nicollet County Board for 2021. Commissioner Luepke asked three times for additional nominations. No other nominations were made. Motion carried 4-0 on a roll call vote with Commissioner Morrow abstaining.

Chair Morrow asked for nominations for Board Vice Chair. Motion by Commissioner Kemp and seconded by Commissioner Kolars to nominate Commissioner Dranttel for the position of Vice Chair of the Nicollet County Board for 2021. Commissioner Luepke asked three times for additional nominations. No other nominations were made. Motion carried with all voting in favor on a roll call vote.

Approval of Agenda

Motion by Commissioner Kemp and seconded by Commissioner Dranttel to approve the agenda. Motion carried with all voting in favor on a roll call vote.

Consent Agenda

Commissioner Kolars asked that consent agenda item nine, Legal Services Contract for CHIPS Cases, be removed for discussion on the regular agenda. Motion by Commissioner Kolars and seconded by Commissioner Kemp to approve the consent agenda items as follows: December 15, 2020 Board Meeting minutes, 2021 solid waste collection and transportation license applicants, 2021 board meeting and workshop schedule, 2021 Gopher Bounty Resolution, 2021 library contracts, Resolution Approving Publication of Transportation Project Advertisements for Bids on the Nicollet County Website, Resolution Approving the Official Newspaper for Publications in 2021, Resolution to Delegate EFT Authority, end of probation for Jennifer Seeley, effective January 6, 2021, and approval of the Commissioner Warrants as presented for the

following amounts: General Revenue Fund - $362,113.42 and $143,487.76, Road & Bridge Fund - $143,898.40 and $30,840.27, Human Services Fund - $176,449.43 and $87,902.69, and acknowledge review of the Auditor's Warrants. Motion carried with all voting in favor on a roll call vote.

Commissioner Kolars opened a discussion regarding the approval of the legal services contracts for CHIPS cases, asking County Attorney Zehnder-Fischer if the County was satisfied with the work the attorneys were doing in protecting and serving the County's children. Attorney Zehnder-Fischer stated that all three attorneys that provide services for CHIPS cases have been in their roles for a number of years and have done an excellent job. With no other comments, a motion was made by Commissioner Kolars and seconded by Commissioner Kemp to approve the legal services contracts for CHIPS cases. Motion carried with all voting in favor on a roll call vote.

Public Appearances

There were no public appearances.

Health and Human Services

COVID-19 Update

Health and Human Services (HHS) Director, Cassie Sassenberg, gave an update on the response of HHS to the COVID-19 pandemic. Regarding case investigation, there are currently 2,116 cumulative cases, with 77 of those cases active. The number of positive cases continues to decrease. The current trend is related to workplace and congregate living spread, with two congregate living sites currently experiencing outbreaks. The highest number of cases is occurring in the age group of 30-39 years. While the numbers are decreasing, HHS is maintaining their expanded COVID-19 team until at least early February in the event of another surge that may occur. They are opening a testing site in Lafayette this Friday, January 8, that will be able to provide up to 200 COVID-19 tests. The HHS team is also continuing to do weekly testing at congregate living locations in the County.

The County received its first shipment of the Moderna vaccine in late December and has been storing it in a secure location. Vaccinations will begin on January 6 at the North Mankato Services Building for EMS responders and trainers. On January 12, there will be a vaccine event at HHS for around 50 individuals, such as school nurses, home health care workers, Gustavus health services, and pharmacy staff members.

HHS staff is currently doing indoor vaccination events but would like to eventually use a drive-through model. One requirement of the vaccination is to observe people for 15 minutes after they receive the vaccine, and HHS is determining the best method to do this when using the drive-through model. During these clinics, HHS and other County staff will also begin to receive vaccinations on a limited basis, so no vials are wasted once they are opened. They will also begin training volunteer nurses, but will most likely need additional volunteers as the clinics and vaccinations are expanded.

There have been many requests from the public wanting to receive information regarding the vaccination schedule. HHS is working on a press release to provide more detailed information to all County residents as the information becomes available. There will be additional shipments of the vaccine, but HHS staff does not yet know when they will be available or the amount that will be sent, so final details are still being worked out.

Human Resources
Families First Coronavirus Response Act (FFCRA) Extension for 2021

Human Resources Director, Jamie Haefner, appeared before the Board to request approval of an extension of the FFCRA. On March 18, 2020, the Unites States Senate passed the Families First Coronavirus Response Act that includes provisions for employer provided emergency paid sick leave and expansion to the FMLA. These leave policies expired on December 31, 2020 and the current administration has made no move to extend them into 2021. Director Haefner recommended that at a county level we take action to extend these leave benefits to March 31, 2021 for those staff that still have time available to them.

Director Haefner stated that as of today, 78 staff have used some of this time. Commissioner Kolars asked if there would be any reimbursement from the Federal level. Administrator Krosch stated there was reimbursement for the 2020 expenses from CARES funding, as the time was an eligible expense. Administrator Krosch is unsure what funding will be available for 2021.

Motion by Commissioner Kolars and seconded by Commissioner Kemp to approve the Resolution Extending the FFCRA Benefits. Motion carried with all voting in favor on a roll call vote.

RESOLUTION EXTENDING THE FAMILIES FIRST
CORONAVIRUS REPSONSE ACT BENEFITS

WHEREAS, the Federal Families First Coronavirus Response Act ("Act") went into effect on April 2, 2020 in response to the COVID-19 pandemic; and

WHEREAS, the Act includes provisions for employer provided emergency paid sick leave and expansion to the Family Medical Leave Act for employees that are unable to work or telework due to COVID-19; and

WHEREAS, the Act expired on December 31, 2020; and

WHEREAS, the Act has not been extended past December 31, 2020 by the Federal Government; and

WHEREAS, COVID-19 continues to create a need for employee time off in 2021; and

WHEREAS, the Nicollet County Board continues to be committed to supporting the well-being of its staff and their families during this pandemic.

NOW, THEREFORE, BE IT RESOLVED, the Nicollet County Board of Commissioners approves extending the benefits of the Act to March 31, 2021.

BE IT FURTHER RESOLVED; should the Act be extended or modified by the Federal Government, Nicollet County shall follow said extension and modifications.

Property Services
Comprehensive Plan Adoption Resolution

Property and Public Services Director, Mandy Landkamer, appeared before the Board to request approval of a Resolution for the Adoption of the Nicollet County Comprehensive Plan. All required hearings and publication requirements have been completed.

DRAFT

Motion by Commissioner Kemp and seconded by Commissioner Dranttel to approve a Resolution for the Adoption of the Nicollet County Comprehensive Plan. Motion carried with all voting in favor on a roll call vote.

A RESOLUTION FOR THE ADOPTION OF THE NICOLLET COUNTY COMPREHENSIVE PLAN

THE COUNTY BOARD OF NICOLLET COUNTY ORDAINS:

WHEREAS, Minnesota Statutes Section 394.21 grants a county the authority to carry out planning and zoning activities; and

WHEREAS, Minnesota Statutes Section 394.23 grants a county board the authority to prepare and adopt by ordinance a comprehensive plan which is the basis for official controls; and

WHEREAS, the original Nicollet County Comprehensive Plan was adopted in 1985;

WHEREAS, in 2018, the Nicollet County Board of Commissioners (Board) authorized the review and update of the 1985 Comprehensive Plan; and

WHEREAS, the 2040 Comprehensive Plan reflects a community planning process conducted in the years 2018 through 2020, involving elected officials, appointed officials, city staff, community organizations, the public at large, developers, and other stakeholders; and

WHEREAS, pursuant to the requirements of Minnesota Statutes Sections 394.26 and 375.51, following a public hearing on November 16, 2020 during the Planning and Zoning Advisory Commission (Commission) meeting, the Commission unanimously recommended approval for adoption of the proposed 2040 Comprehensive Plan; and

WHEREAS, pursuant to the requirements of Minnesota Statutes Sections 394.26 and 375.51, following a public hearing on November 24, 2020, during the Board meeting, the Board recommended approval of the proposed 2040 Comprehensive Plan following publication in the St. Peter Herald, the official paper; and

WHEREAS, the legal notice stating the adoption of the 2040 Comprehensive Plan occurred in the December 3, 2020 edition of the St. Peter Herald; and

NOW, THEREFORE, BE IT RESOLVED that based upon the hearing record, the Nicollet County 2040 Comprehensive Plan is adopted and is effective as of the date of this resolution.

Summary for publication:

NOTICE OF ADOPTION
OF THE NICOLLET COUNTY COMPREHENSIVE PLAN

After being duly advertised, the Nicollet County Comprehensive Plan was approved by the Nicollet County Board of Commissioners at a Public Hearing held at 10:00 a.m., during the regular meeting of Tuesday, November 24, 2020, at St. Peter, Minnesota.

The following is a summary, pursuant to Minnesota State Statute 375.51 and Minnesota State Statute 331A.01, of the Nicollet County Comprehensive Plan:

Chapter 1: Introduction
Discusses the purpose, process, and the overall comprehensive plan content.

Chapter 2: County Context

DRAFT

Identifies the region, discusses the county demographics, housing and employment statistics, and the physical features of the county.

Chapter 3: Goals and Policies
Identifies the goals and polices for long range planning, land use, transportation, natural resources, and parks and trails.

Chapter 4: Land Use
Discusses the existing land use, land use planning, and land use authority and official controls.

Chapter 5: Transportation
Discusses the existing county-owned roadway conditions, the transportation system management tools, and future conditions.

Chapter 6: Natural Resources
Discusses the existing conditions of the natural resources and renewable energy resources.

Chapter 7: Parks and Trails
Discusses the existing conditions of the parks and trails within Nicollet County.

Chapter 8: Implementation
Identifies the plan element, implementation action and schedule, and the responsible parties.

A complete copy of the adopted Comprehensive Plan may be obtained from Nicollet County Property Services Department, 501 S Minnesota Avenue, St. Peter, MN, 56082 or viewed online at, www.co.nicollet.mn.us.

Public Works

Consider Amendment #2 to MnDOT Agreement 1034758

Public Works Director, Seth Greenwood, requested the Board to consider approval of Amendment #2 to MnDOT Agreement 1034758, which is for preliminary engineering cost reimbursement for the CSAH 14 slide issue. Preliminary engineering services with SRF and Gale-Tec are complete. Final preliminary engineering fees exceeded the authorized fee amount in Amendment #1 which now requires an additional amendment to be approved, totaling $6,208.95. Approval of this additional amendment will allow the County to receive 100% reimbursement from Federal and State disaster funds.

Motion by Commissioner Luepke and seconded by Commissioner Kemp to approve Amendment #2 to MnDOT Agreement 1034758. Motion carried with all voting in favor on a roll call vote.

Director Greenwood gave an update on the CR15 project. They have been working for a few years to develop a 12-mile reconstruction project for CR 15. Stonebrooke Engineering has done extensive preliminary engineering work, so the County has a good feel for what additional right of way easements will be needed. They will be meeting this Friday to continue the discussion on updates and design. The County has met with 80-90 percent of landowners about the upcoming project and its potential impacts (driveway access, etc.), and they are now getting ready to provide land valuations and start the right of way acquisition process. This project will begin in 2022. The other update given was on Highway 14, with the County needing to contribute $3.5 million towards the project around the fall of 2021.

Administration

Resolution Establishing the 2021 Committee and Board Assignments and Meetings that Qualify for a Per Diem Payment

Administrator Krosch requested the Board adopt the Resolution Establishing the 2021 Committee and Board Assignments and Meetings that Qualify for a Per Diem Payment. The Board reviewed each committee and board assignment.

Motion by Commissioner Kemp and seconded by Commissioner Luepke to approve the Resolution Establishing the 2021 Committee and Board Assignments and Meetings that Qualify for a Per Diem Payment as discussed. Motion carried with all voting in favor on a roll call vote.

RESOLUTION ESTABLISHING THE 2021 COMMITTEE AND
BOARD ASSIGNMENTS AND MEETINGS THAT
QUALIFY FOR A PER DIEM PAYMENT

Whereas, pursuant to MN Statute 375.055, the Nicollet County Board has established a per diem payment for service by individual county commissioners on any board, committee, or commission of county government including committees of the board, or for the performance of services by individual county commissioners when required by law; and

Whereas, pursuant to MN Statute 375.06, county commissioners may be paid a per diem in addition to their salary for each day necessarily occupied in the discharge of their official duties while acting on any committee under the direction of the board; and

Whereas, pursuant to a MN Attorney General Opinion, a county commissioner may only collect one per diem for each calendar day spent performing official duties; and

Whereas, pursuant to a MN State Auditor Opinion, when a board, committee, commission, joint powers or other entity provides a per diem, a commissioner may not collect another per diem from the county; and

Whereas, Nicollet County employees and the Nicollet County elected Sheriff and Attorney are not eligible for per diems; and

Whereas, certain citizen appointed members to a board, committee, or commission may be paid a per diem as approved by the County Board or as provided for by MN Statute; and

Whereas, duties approved for a per diem payment must be reported back to the applicable board, committee or commission in order to receive the payment; and

Whereas, the MN State Auditor does not consider social events as work qualifying for per diem payments; and

Whereas, the MN State Auditor's statement of position regarding per diem payments states commissioners cannot claim a per diem payment whenever they meet with a constituent or group unless it is done under the authorization of the county board to meet with a single person or group to obtain information for a matter under consideration by the county board.

Now, therefore, be it resolved, regularly scheduled County Board meetings, regularly scheduled Drainage Authority meetings held in conjunction with regularly scheduled County Board meetings and committee meetings held immediately prior to and immediately after regularly scheduled County Board meetings are not eligible for a per diem payment.

DRAFT

Now, therefore, be it also resolved, that the Nicollet County Board of Commissioners approves the attached list of 2021 committee and board assignments and meetings that qualify for a per diem payment from Nicollet County unless stated otherwise therein or the per diem is paid by another board or committee.

A complete copy of the 2021 committee and board assignments is available in the Nicollet County Administrator's Office.

Nicollet County Relief Grant Program

Administrator Krosch presented information on a relief grant program for businesses and nonprofits in Nicollet County. The Minnesota Legislature and Governor have passed legislation authorizing funding to Minnesota counties for relief grants to local businesses and nonprofits impacted by an executive order related to the COVID-19 pandemic. Nicollet County's allocation is $660,861.28.

Motion by Commissioner Luepke and seconded by Commissioner Kemp to adopt the Resolution Approving Nicollet County's Relief Grant Program. Motion carried with all voting in favor on a roll call vote.

RESOLUTION APPROVING NICOLLET COUNTY'S
RELIEF GRANT PROGRAM

WHEREAS, in December 2020 the Minnesota Legislature and Governor approved a bill providing economic relief for businesses adversely affected by the COVID-19 pandemic; and

WHEREAS, this $216.8 million economic relief package included $114.8 million for all 87 Minnesota counties; and

WHEREAS, Minnesota counties are asked to provide economic relief grant programs with these funds to businesses and nonprofits adversely affected by the COVID-19 pandemic; and

WHEREAS, Nicollet County received $660,861.28 of said funds.

NOW, THEREFORE, BE IT RESOLVED, that the Nicollet County Board of Commissioners approves the attached Nicollet County Relief Grant Program (Program).

BE IT FURTHER RESOLVED, administrative and policy changes may be made to this Program by the Nicollet County Finance Director or Nicollet County Administrator without Nicollet County Board approval as guidance, need and circumstances change.

BE IT FURTHER RESOLVED, the Nicollet County Administrator and Finance Director are authorized to approve the final list of grant award recipients for this Program.

A copy of the Relief Grant Program is available in the Nicollet County Administrator's Office.

Informational Items

Per Nicollet County's Tax Abatement Policy, assessor clerical error corrections and abatements were included in the meeting packet as an informational item for the Board. There were three abatements for 2019 pay 2020 totaling $3,092 and no clerical error corrections for 2020 pay 2021.

Commissioner Morrow received a very complimentary email about County Veteran Services Director Nathan Tish for securing COVID-19 funding for Veterans and wanted to thank him and his team for the great job they are doing.

DRAFT

Commissioner Committee Reports

The Commissioners reported on various meetings and activities including:

Commissioner Marie Dranttel

- Board Meeting
- Union negotiations
- Brown/Nicollet Community Health Board
- Region 9

Commissioner Terry Morrow

- Board Meeting
- Brown/Nicollet Community Health Board
- Public health update

Commissioner Denny Kemp

- Board Meeting
- Brown/Nicollet Community Health Board

Commissioner Jack Kolars

- Board Meeting
- Greater Mankato Growth
- TDS Finance Committee
- Brown/Nicollet Community Health Board
- Ditch Meeting
- MVAC
- Union Negotiations

Commissioner John Luepke

- Board Meeting
- Brown/Nicollet Community Health Board
- Ditch meeting with Sibley County
- Ditch meeting – Swan Lake
- CSAH 15 tour

Approve Per Diems and Expenses

Motion by Commissioner Kemp and seconded by Commissioner Luepke to approve the expenses and per diems for the meetings noted above during the Commissioner Reports and/or as submitted on approved expense reports, and authorize payment of those expenses and per diems by the Finance Office. Motion carried with all voting in favor on a roll call vote.

Adjourn

DRAFT

Motion by Commissioner Kemp and seconded by Commissioner Luepke to adjourn the meeting. Motion carried with all voting in favor on a roll call vote. The meeting adjourned at 10:38 a.m.

_____
TERRY MORROW, CHAIR
BOARD OF COMMISSIONERS

ATTEST:

_____
RYAN KROSCH
CLERK TO THE BOARD

DRAFT

Nicollet County Board of Commissioners
Board Meeting Agenda Item

NICOLLET COUNTY EST. 1853

Agenda Item:
Natural Resources Block Grant Financial Reports

Primary Originating Division/Dept.: PPSD - Property Services	Meeting Date: 01/26/2021
Contact: Mandy Landkamer Title: PPSD Director	Item Type: (Select One) Consent Agenda
Amount of Time Requested minutes	
Presenter: Title:	Attachments: ◉ Yes ○ No

County Strategy: (Select One) Programs and Services - deliver value-added quality services

BACKGROUND/JUSTIFICATION:

Acknowledgment of the 2020 Natural Resources Block grant (NRBG) financial reports for Local Water Management, SSTS, Shoreland, and Wetland Conservation Act activities

Total grant dollars spent in 2020 - $50,885

Supporting Documents: ○ Attached ◉ In Signature Folder ○ None

Prior Board Action Taken on this Agenda Item: ○ Yes ◉ No

If "yes", when? (provide year; mm/dd/yy if known)

Approved by County Attorney's Office: ○ Yes ○ No ◉ N/A

ACTION REQUESTED:

Acknowledgment of the 2020 NRBG financial reports for the above activities in the amount of $50,885.

FISCAL IMPACT: (Select One) Included in current budget

If "Other", specify

FTE IMPACT: (Select One) No FTE change

If "Increase or "Decrease" specify:

Related Financial/FTE Comments:

FUNDING	
County Dollars =	0
Grant (Select One)	50,885.00
Total	50,855.00

BWSR

Financial Report

WCA-NRBG 2020

Grant Title: 2020 - Wetland Conservation Act - NRBG (Nicollet County)
Grant ID: P20-6669
Organization: Nicollet County

Grant Revenue	Amount
Total Awarded	$16,447.00

Grant Expenditures

Grant Activity Category	Amount
Regulations/Ordinances/Enforcement	$16,447.00
Total Spent	$16,447.00
Returned Amount	$0.00
Balance Remaining	$0.00
Percent Spent	100%

This is to certify that the information is a true and accurate representation of the grant program accounts for the 2020 - Wetland Conservation Act - NRBG (Nicollet County)- Nicollet County. We believe our records are complete and subject to an audit.

SIGNATURE OF AUTHORIZED REPRESENTATIVE

DATE

Please forward this completed form to your Board Conservationist.

If returning program funds, please use the Returned Check form.

Make checks payable and mail to:
Board of Water and Soil Resources
520 Lafayette Road N.
St. Paul, MN 55155

BWSR

Financial Report

Shoreland-NRBG 2020

Grant Title: 2020 - Shoreland-NRBG (Nicollet County)
Grant ID: P20-6842
Organization: Nicollet County

Grant Revenue	Amount
Total Awarded	$2,682.00

Grant Expenditures

Grant Activity Category	Amount
Administration/Coordination	$2,682.00
Total Spent	$2,682.00
Returned Amount	$0.00
Balance Remaining	$0.00
Percent Spent	100%

This is to certify that the information is a true and accurate representation of the grant program accounts for the 2020 - Shoreland-NRBG (Nicollet County)- Nicollet County. We believe our records are complete and subject to an audit.

SIGNATURE OF AUTHORIZED REPRESENTATIVE

DATE

Please forward this completed form to your Board Conservationist.

If returning program funds, please use the Returned Check form.

Make checks payable and mail to:
Board of Water and Soil Resources
520 Lafayette Road N.
St. Paul, MN 55155

BWSR

Financial Report

SSTS-NRBG 2020

Grant Title: 2020 - Septic Treatment Systems - NRBG (Nicollet County)
Grant ID: P20-7013
Organization: Nicollet County

Grant Revenue	Amount
Total Awarded	$18,600.00

Grant Expenditures

Grant Activity Category	Amount
Subsurface Sewage Treatment Systems	$18,600.00
Total Spent	$18,600.00
Returned Amount	$0.00
Balance Remaining	$0.00
Percent Spent	100%

This is to certify that the information is a true and accurate representation of the grant program accounts for the 2020 - Septic Treatment Systems - NRBG (Nicollet County)- Nicollet County. We believe our records are complete and subject to an audit.

SIGNATURE OF AUTHORIZED REPRESENTATIVE

DATE

Please forward this completed form to your Board Conservationist.

If returning program funds, please use the Returned Check form.

Make checks payable and mail to:
Board of Water and Soil Resources
520 Lafayette Road N.
St. Paul, MN 55155

BWSR

Financial Report

LWM-NRBG 2020

Grant Title: 2020 - Local Water Management - NRBG (Nicollet County)
Grant ID: P20-6495
Organization: Nicollet County

Grant Revenue	Amount
Total Awarded	$13,156.00

Grant Expenditures

Grant Activity Category	Amount
Administration/Coordination	$13,156.00
Total Spent	$13,156.00
Returned Amount	$0.00
Balance Remaining	$0.00
Percent Spent	100%

This is to certify that the information is a true and accurate representation of the grant program accounts for the 2020 - Local Water Management - NRBG (Nicollet County)- Nicollet County. We believe our records are complete and subject to an audit.

SIGNATURE OF AUTHORIZED REPRESENTATIVE

DATE

Please forward this completed form to your Board Conservationist.

If returning program funds, please use the Returned Check form.

Make checks payable and mail to:
Board of Water and Soil Resources
520 Lafayette Road N.
St. Paul, MN 55155

Nicollet County Board of Commissioners
Board Meeting Agenda Item

NICOLLET COUNTY EST. 1853

Agenda Item:

2021 Solid Waste Collection and Transportation License Applicant

Primary Originating Division/Dept.: PPSD - Property Services

Meeting Date: 01/26/2021

Contact: Amy Clyde Title: Environmental

Item Type: (Select One) Consent Agenda

Amount of Time Requested minutes

Presenter: Title:

Attachments: ◉ Yes ○ No

County Strategy: (Select One) Programs and Services - deliver value-added quality services

BACKGROUND/JUSTIFICATION:

Consideration for approval of the 2021 Nicollet County License Application for Solid Waste Collection and Transportation for the following company that wish to offer services in Nicollet County. The application, fee, and required documentation have been received from the following:

• Hansen Sanitation Inc., Tami Kopischke, PO Box 9, Kasota MN 56050

Supporting Documents: ◉ Attached ○ In Signature Folder ○ None

Prior Board Action Taken on this Agenda Item: ○ Yes ◉ No

If "yes", when? (provide year; mm/dd/yy if known) Yes, 12/17/2019

Approved by County Attorney's Office: ○ Yes ○ No ◉ N/A

ACTION REQUESTED:

Approval of the applicant to offer solid waste collection and transportation services within Nicollet County in 2021.

FISCAL IMPACT: (Select One) Included in current budget

If "Other", specify

FUNDING

County Dollars = 0

Other

(Select One)

Total

FTE IMPACT: (Select One) No FTE change

If "Increase or "Decrease" specify:

Related Financial/FTE Comments:

RECEIVED
DEC 30 2020
NICOLLET COUNTY
PROPERTY SERVICES

NICOLLET EST. COUNTY 1853

NICOLLET COUNTY

PROPERTY SERVICES DEPARTMENT

LICENSE APPLICATION FOR SOLID WASTE COLLECTION AND TRANSPORTATION

This Application is for licensing year January 1, 2021 through December 31, 2021.
Applications must be postmarked no later than December 31, 2020.

Review and Approval Process

Please print in ink or type all sections of the application. Enclose all requested attachments and return completed applications to Nicollet County, Property Services Department, 501 S. Minnesota Ave., St. Peter, MN 56082. This license application will be forwarded to the County Solid Waste Enforcement Coordinator in the Property Services Department for review. Once reviewed by the Solid Waste Enforcement Coordinator, applications will be placed on the December County Commissioner's Board Agenda for approval or denial. Upon County Board approval, a license will be prepared for the business listed on the application.

$100.00
CK # 30331

SECTION I. LICENSEE INFORMATION

Business Name: Hansen Sanitation Inc

Contact Person: Jane Kupiszke

Business Address: PO Box 9 Kasota, MN 56050
(City, State) (Zip)

Other Contact Information: 507-625-8891 507-931-9344 janie hansen sanitation.com
(telephone) (FAX) (email)

Minnesota Tax I.D.#: [redacted] Federal Tax I.D.#: [redacted]

Vehicle & Container Storage Locations: 34424 470 St Kasota, MN 56050

SECTION II. COLLECTION AND TRANSPORTATION

1. Please list all vehicles that will be used to haul solid waste. *(Additional sheets may be used)*:

	Vehicle Make & Model	Rated Capacity	License Plate Number	Body Type
15	Kenworth	54,000	YBL-4474	CC-COM
00	Kenworth	26,000	YB2-C155	TK-600
	Peterbilt	26,000	YB15359	PETRK
	Peterbilt	54,000		RL

2. List the municipalities and townships which will be served and indicate materials collected:

Location	MSW	C/D/I[1]	Recycling	Other (list)
Belgrade		✓	☑ Residential ☑ Commercial	
Bernadotte (Twp)			☐ Residential ☐ Commercial	
Brighton			☐ Residential ☐ Commercial	
Courtland (Twp)			☐ Residential ☐ Commercial	
Granby			☐ Residential ☐ Commercial	
Lafayette (Twp)	✓	✓	☑ Residential ☑ Commercial	
Lake Prairie			☐ Residential ☐ Commercial	
New Sweden			☐ Residential ☐ Commercial	
Nicollet (Twp)	✓		☑ Residential ☑ Commercial	
Oshawa	✓	✓	☑ Residential ☑ Commercial	
Ridgely			☐ Residential ☐ Commercial	
Traverse	✓	✓	☑ Residential ☑ Commercial	
West Newton			☐ Residential ☐ Commercial	
Bernadotte			☐ Residential ☐ Commercial	
Courtland	✓	✓	☑ Residential ☑ Commercial	
Klossner			☐ Residential ☐ Commercial	
Lafayette			☐ Residential ☐ Commercial	
Nicollet	✓	✓	☑ Residential ☑ Commercial	
Norseland			☐ Residential ☐ Commercial	
North Mankato	✓	✓	☑ Residential ☑ Commercial	
St. George			☐ Residential ☐ Commercial	
St. Peter	✓	✓	☑ Residential ☑ Commercial	

[1]Construction/Demolition/Industrial

If recycling services are offered, please indicate the materials accepted:

□ Aluminum Cans	□ Steel/Tin Cans	□ Other Metal
□ Clear Glass	□ Brown Glass	□ Green Glass
□ Newsprint Paper	□ Magazine/Catalog Paper	□ Office Paper
□ PET = #1 Plastic	□ HDPE = #2 Plastic	□ #3 - #7 Plastic
□ Cardboard	□ Paperboard	□ Coated Paperboard

3. County Solid Waste Management Plan

Tri-County Solid Waste prepared a Solid Waste Management Plan for Nicollet County pursuant to Minnesota Statutes to protect the health and economic welfare of the residents and environment. All licensed haulers will be provided a copy of the plan upon request. The County urges all solid waste haulers and generators to assist the County in achieving the goals of the Plan.

4. Haulers shall provide the following information to the MPCA, which is then shared with the County:

(a) Annual reports verifying the actual MSW disposed and the facilities where it was disposed of.

(b) Annual reports verifying the tonnage of recyclable materials collected and the processing facilities where recyclables were delivered.

SECTION III. VOLUME OR WEIGHT BASED PRICING

Minnesota Statute 115A.93 requires that licensees must have volume or weight based pricing for the collection of MSW. This means that the price of collection increases with the volume or weight of the waste collected.

SECTION IV. WASTE DEPOSIT DISCLOSURE

1. Minn. Stat. 115A.9302 (1995) requires that each year between January 1 and March 31, a person who collects construction debris, industrial waste, or MSW for transportation to a waste facility, must disclose to each waste generator from whom waste is collected the name and location of the disposal or processing facilities used, the type of permit held by the facility and the permit number, and the approximate waste deposited at each of the two primary facilities used. The disclosure must be made in writing at least once a year. **All written disclosures must contain the following statement:**

"You may be responsible for any liability that results from contamination at a facility where your waste has been deposited. Minnesota believes that its waste management system provides substantially more financial and environmental protection than depositing waste in landfills in other states. Managing your waste in Minnesota may minimize your potential liability."

If the primary facilities identified by the hauler are not located in Minnesota then the disclosure must state:

"The landfill to which your waste may be sent during the current calendar year is not a Minnesota landfill."

2. Please enclose a copy of your Waste Deposit Disclosure with your application.

SECTION V. CERTIFICATE OF COMPLIANCE, MINNESOTA WORKERS' COMPENSATION LAW

Minnesota Statute, Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business or engage in an activity in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of MSS Chapter 176. The information required is: the name of the insurance company, the policy number, and dates of coverage or the permit of self-insure. This information will be collected by the licensing agency and retained in their files.

This information is required by law, and licenses and permits to operate a business may not be issued or renewed if it is not provided and/or is falsely reported. Furthermore, if this information is not provided or falsely stated, it may result in a $1,000 penalty assessed against the applicant by the Commissioner of the Department of Labor and Industry.

Insurance Company Name (NOT the insurance agent): Midwest ins

Policy Number: [redacted]

Dates of Coverage: 8-11-20 to 8-11-21

OR

Applicant is not required to have workers compensation liability coverage because:

☐ Applicant has no employees

☐ Applicant is self-insured (include permit to self-insure)

☐ Applicant has no employees who are covered by the workers compensation law (these include: Spouse, Parents, Children and certain farm employees)

The above information provided above is accurate and complete and a valid workers compensation policy will be kept in effect at all times as required by law for the following company.

Name (Last, First, M.I.): Kopischke Jane J

Doing Business As (if different than your name): Hansen Sanitation Inc

Business Address: PO Box 9

City, State, Zip: Waseca, MN 56093

Business Phone: 507-625-8811

SECTION VI. INSURANCE

Please provide Nicollet County with a Certificate of Insurance for liability for current general and automotive liability policies in compliance with the County's requirements, as outlined in Nicollet County Solid Waste Ordinance Sec. 2 Subd. 6.

1. Name of Insurance Carrier: _____

2. A current certificate of general liability insurance for a minimum of $100,000/$300,000.

3. A current certificate of automotive liability insurance for a minimum of $50,000/$100,000.

Please check one: ☑ Certificate of Insurance included with application
☐ Current Certificate of Insurance on file with Nicollet County

SECTION VII. BOND

Pursuant to Sec. 5 Subd. 5(c), of the Nicollet County Solid waste Ordinance, a $3,000 performance bond shall be required prior to the issuance of any licenses to engage in collection and transportation of solid waste. The bond must name Nicollet County as the obligee.

Please check one: ☐ Bond included with application
☑ Current Bond on file with Nicollet County

SECTION VIII. FEE

Please enclose a check for $100.00 for the license fee made payable to Nicollet County.

SECTION IX. CERTIFICATION AND SIGNATURE

I certify that the information provided in this application is accurate and complete and I understand that any false statements or omissions of a material fact will result in the license being withheld or denied; and

I also certify that I have complied with the requirements of the Waste Deposit Disclosure Requirements (Minn. Stat. 115A.9302 (1995) for this calendar year.

_____
Signature of applicant/licensee

Dated this 20 day of Dec, 2020

COMPLETION CHECKLIST

- ☐ **Completed Application – with signature and date**
- ☐ **Fee**
- ☐ **Waste Deposit Disclosure Statement**
- ☐ **Certification of Compliance Workers' Compensation Coverage**
- ☐ **Certificate of Liability Insurance (either enclosed or on-file)**
- ☐ **$3,000 Performance Bond (either enclosed or on-file)**

Send completed application, documentation, and payment no later than December 31, 2020 to:

Amy Clyde, Environmental Specialist
Property Services Department
Nicollet County Government Center
501 S. Minnesota Avenue
St. Peter, MN 56082
Phone: 507-934-7072
FAX Number: 507-934-0259
E-Mail: amy.clyde@co.nicollet.mn.us

FOR OFFICE USE ONLY

Application received on date: 12-30-2020

License name: Hansen Sanitation License number: NICOSW 2021-04

Date of issuance: 01-26-2021

The foregoing application is hereby approved this 26th day of Jan, year of 2021. Chairman of the County Board of Commissioners hereby directs the Department of Property Services to issue the license in accordance herewith.

ATTEST:

_____
Chair, Nicollet County Board of Commissioners

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 12/22/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Sherry Miller	
Ross Nesbit Agencies, Inc. 30502 Henderson Station Road P.O. Box 165 Le Sueur MN 56058	PHONE (A/C, No, Ext): (507) 665-6364	FAX (A/C, No): (507) 665-6532
	E-MAIL ADDRESS: smiller@nesbitagencies.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Western National	
	INSURER B: Pioneer Specialty Ins Co	40312
	INSURER C: Midwest Ins Co	10895
	INSURER D:	
	INSURER E:	
	INSURER F:	

INSURED
Hansen Sanitation Inc
PO Box 9
Kasota MN 56050

COVERAGES **CERTIFICATE NUMBER:** CL2092974279 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [X] POLICY [ ] PRO-JECT [ ] LOC [ ] OTHER:			[redacted]	05/15/2020	05/15/2021	EACH OCCURRENCE	$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 1,000,000
							GENERAL AGGREGATE	$ 2,000,000
							PRODUCTS - COMP/OP AGG	$ 2,000,000
								$
A	AUTOMOBILE LIABILITY [ ] ANY AUTO [X] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [X] HIRED AUTOS ONLY [X] NON-OWNED AUTOS ONLY			[redacted]	05/15/2020	05/15/2021	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
							Enhanced Auto Cov	$
B	[X] UMBRELLA LIAB [ ] OCCUR [ ] EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [X] RETENTION $ 10,000			[redacted]	05/15/2020	05/15/2021	EACH OCCURRENCE	$ 3,000,000
							AGGREGATE	$ 3,000,000
								$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N [Y] If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		[redacted]	08/11/2020	08/11/2021	[X] PER STATUTE [ ] OTH-ER	
							E.L. EACH ACCIDENT	$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

Nicollet Co.
501 S. Minnesota Ave.
St Peter MN 56082

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Renewed - new copy to Received yet.

Western Surety Company

CONTINUATION CERTIFICATE

Western Surety Company hereby continues in force Bond No. 42468008 briefly described as SOLID WASTE HAULER COUNTY OF NICOLLET

for HANSEN SANITATION, INC., as Principal, in the sum of $ THREE THOUSAND AND NO/100 Dollars, for the term beginning December 31, 2019, and ending December 31, 2020, subject to all the covenants and conditions of the original bond referred to above.

This continuation is issued upon the express condition that the liability of Western Surety Company under said Bond and this and all continuations thereof shall not be cumulative and shall in no event exceed the total sum above written.

Dated this 27th day of November, 2019.

WESTERN SURETY COMPANY

By Paul T. Bruflat

Paul T. Bruflat, Vice President

THIS "Continuation Certificate" MUST BE FILED WITH THE ABOVE BOND.

Form 90-A-8-2012

2021
Waste Deposit Disclosure

Dear Customer:

Your waste is being hauled to the following waste facilities:
S.M.C. Demfill - Mankato, MN. – Permit Number S.W. 452
MN. Waste Processing Co. – Mankato, MN. – Permit # S.W. 452
Ponderosa Landfill – Mankato, MN. – Permit # S.W. 87
Hansen Recycling & Transfer Station – Kasota, MN Permit# SW - 649

Please Note....

You may be responsible for any liability that may result from contamination at a facility where your waste has been deposited. The State of Minnesota believes that its waste management system provides substantially more financial and environmental protection than depositing waste in landfills in other states. So managing your waste in Minnesota may minimize your potential liability.

Hansen Sanitation Inc.
34426 – 470th St.
Kasota, MN 56050

Nicollet County Board of Commissioners
Board Meeting Agenda Item

NICOLLET COUNTY EST. 1853

Agenda Item:

Joint Powers agreement with State Of Minnesota DHS State Operated Forensic Services

Primary Originating Division/Dept.: Sheriff's Office

Meeting Date: 01-26-21

Contact: Dave Lange Title: Sheriff

Item Type: (Select One) Consent Agenda

Amount of Time Requested minutes

Presenter: David Lange Title: Sheriff

Attachments: ⊙ Yes ○ No

County Strategy: (Select One) Financial Security - prudent use of taxpayer resources

BACKGROUND/JUSTIFICATION:

The Sheriff's Office has had a Joint Powers Agreement with the State Of Minnesota DHS, Direct Care and Treatment, State Operated Forensic Services Since April 30, 2019 and the current contract is set to expire April 30, 2021. This agreement is a contract for transportation, Lodging and assistance of patients who have gone missing from the facility and provides reimbursement for those expenses. The amendment would extend the contract to April 30, 2022.

Supporting Documents: ⊙ Attached ○ In Signature Folder ○ None

Prior Board Action Taken on this Agenda Item: ⊙ Yes ○ No

If "yes", when? (provide year; mm/dd/yy if known)

Approved by County Attorney's Office: ○ Yes ○ No ⊙ N/A

ACTION REQUESTED:

County board approval of agreement with appropriate signatures of Board Chair and County Administrator

FISCAL IMPACT: (Select One) No fiscal impact

If "Other", specify

FUNDING

County Dollars =

Grant

(Select One)

Total

FTE IMPACT: (Select One) No FTE change

If "Increase or "Decrease" specify:

Related Financial/FTE Comments:

AMENDMENT NO. 2 TO JPK-131797
Joint Powers Agreement – Nicollet County Sheriff's Office

Contract Start Date:	May 1, 2017	Total Contract Amount:	$40,000.00
Original Contract Expiration Date:	April 30, 2019	Original Contract:	$40,000.00
Current Contract Expiration Date:	April 30, 2021	Previous Amendment(s) Total:	$0.00
Requested Contract Expiration Date:	April 30, 2022	This Amendment:	$0.00

This amendment is by and between the State of Minnesota, through its Department of Human Services, Direct Care and Treatment, State Operated Forensic Services ("State") and Nicollet County Sheriff's Office, 501 S. Minnesota Ave., Saint Peter, MN 56082 ("Governmental Unit").

Recitals

1. The State has a contract with the Governmental Unit identified as SWIFT Contract Number JPK-131797 ("Original Contract") to provide transportation, lodging, at to assist with the location of patients.

2. The State and the Governmental Unit agree that additional time is needed for the satisfactory completion of this contract.

3. The State and the Governmental Unit are willing to amend the Original Contract as stated below.

Contract Amendment

In this Amendment, changes to pre-existing Contract language will use ~~strike through~~ for deletions and <u>underlining</u> for insertions.

REVISION 1. Clause 1.2 **"Expiration date"** is amended as follows:

1.2 ***Expiration date*: ~~April 30, 2021~~<u>April 30, 2022</u>,** or until all obligations have been satisfactorily fulfilled, whichever occurs first.

Except as amended herein, the terms and conditions of the Original Contract and all previous amendments remain in full force and effect.

1. STATE ENCUMBRANCE VERIFICATION

*Individual certifies that funds have been encumbered as required by Minn. Stat. §§*16A.15 and 16C.05.

Signed: **Amy Larson**

Date: **1/19/2021**

SWIFT Contract No. **JPK-131797, amendment #2**

2. GOVERNMENTAL UNIT

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

3. STATE AGENCY

Individual certifies the applicable provisions of Minn. Stat. §16C.08, subdivisions 2 and 3 are reaffirmed.

By: _____
(with delegated authority)

Title: _____

Date: _____

4. COMMISSIONER OF ADMINISTRATION

As delegated to the Office of State Procurement

By: _____

Date: _____

Distribution:
Agency
Governmental Unit
State's Authorized Representative - Photo Copy

Nicollet County Board of Commissioners
Board Meeting Agenda Item

Agenda Item:

Annual South Central Community Based Initiative Purchase of Service Agreement

Primary Originating Division/Dept.: Health and Human Services	Meeting Date: 1/26/2021
Contact: Cassandra Sassenberg Title: HHS Director	Item Type: (Select One) Consent Agenda
Amount of Time Requested minutes	
Presenter: Title: H	Attachments: ⊙ Yes ○ No

County Strategy: (Select One) Financial Security - prudent use of taxpayer resources

BACKGROUND/JUSTIFICATION:

The South Central Community Based Initiative (SCCBI) is a Board with a Joint Powers Agreement for the Counties of Blue Earth, Brown, Faribault, Martin, Freeborn, LeSueur, Nicollet, Rice, Sibley, and Watonwan. This Board accepts and administers grants, enters into contracts, and has a hired Regional Mental Health Manager who is responsible for the overall administration of the SCCBI. In 2018, the Joint Powers Board was established as its own entity versus a collaboration. This created the need for a new Joint Powers Board Agreement, new Bylaws, and now contracts with each County for the services provided, particularly the management of the Department of Human Services Mental Health Initiative Grant. Through this grant, we receive reimbursement for case management services, and community support program services in the amount of $226, 985 annually and funding for the Power Up Clubhouse in the amount of $20,000 annually.

Supporting Documents: ⊙ Attached ○ In Signature Folder ○ None

Prior Board Action Taken on this Agenda Item: ⊙ Yes ○ No

If "yes", when? (provide year; mm/dd/yy if known) Annual contract approval

Approved by County Attorney's Office: ○ Yes ⊙ No ○ N/A

ACTION REQUESTED:

Approval of the South Central Community Based Initiative Purchase of Service Agreement

FISCAL IMPACT: (Select One) Included in current budget

If "Other", specify

FUNDING

County Dollars =

Grant (Select One)

Total

FTE IMPACT: (Select One) No FTE change

If "Increase or "Decrease" specify:

Related Financial/FTE Comments:

Purchase-of-Service Agreement

South Central Community Based Initiative, 410 S. Fifth Street, P.O. Box 3526, Mankato, Minnesota, 56002-3526, hereafter referred to as the "Agency," and Nicollet County Health and Human Services, 622 South Front Street, St Peter, MN 56082, hereafter referred to as the "Contractor," enter into this Purchase-of-Service Agreement for the period from January 1, 2021, to December 31, 2021. The Agency and the Contractor are hereinafter referred to as the "parties."

WITNESSETH

WHEREAS, the Contractor is an organization licensed under Minnesota Rules 9520.0500 to 9520.0630 and Minnesota Statutes 256B.0622 and 256B.0624 and an approved vendor according to published criteria or certificated by the State of Minnesota, Department of Human Services, to provide mental health services (hereinafter "Purchased Services" or "Program Services") to persons (hereinafter also referred to as "eligible clients," "clients" or "program participants"); and

WHEREAS, the Agency, pursuant to Minnesota Statutes Sections 373.01, 373.02, and Minnesota Statutes Chapter 256M, wishes to purchase such Program Services from the Contractor; and

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

NOW, THEREFORE, in consideration of the mutual understandings and agreements set forth, the Agency and Contractor agree as follows:

1. CONTRACTOR'S DUTIES

   a. As specified in Minnesota Statutes 256M (Vulnerable Children and Adult Service Plan), the Agency agrees to purchase and the Contractor agrees to furnish the following Services in accordance with Minnesota Statutes Sections 256B.0924.

      (1) The Contractor agrees to provide mental health services. All services reimbursed through the Agency must be eligible under Minnesota Department of Human Services definition of BRASS Codes, as outlined in grant applications for the Adult Mental Health Initiative and Crisis Appropriation, and Crisis Services Grants:

         a) Enroll as a Medical Assistance provider and comply with Medical Assistance policies and procedures;
         b) Comply with all State and Federal recommendations related to the provision of Community-Based Mental Health Services.
         c) Agree to participate in data collection for outcome monitoring and fidelity adherence of evidence-based practices as requested by the Department of Human Services;
         d) Submit claims for reimbursement to any and all sources of Medicare, Medicaid, and third-party insurance whenever possible.

e) Summary of services that may be provided by the Contractor:
   1) Case Management Services
   2) Community Support Program Services
   3) Flex Funds, in accordance with the Agency's Flex Funds Policy
   4) Clubhouse Services
   5) Related administrative costs to the above services.

b. The Contractor agrees to make available to the Agency:

(1) Certification of Insurance through the Minnesota Counties Intergovernmental Trust.
(2) A detailed description of the program services to be provided.
(3) An exposition of the staffing, including job descriptions and professional qualifications of personnel.
(4) An organization chart.
(5) Number of Program Participants; and
(6) Program content.

d. The Contractor must, within ten (10) days, notify the Agency in writing whenever it is unable to, or going to be unable to, provide the required quality or quantity of purchased services. Upon such notification, the Agency must determine whether such inability will require modification or cancellation of this Agreement.

2. AGENCY DUTIES

a. The Agency agrees to represent the Contractors interested in accordance with the following grants:

(1) Department of Human Services Adult Mental Health Initiative Grant.

b. The Agency will conduct all business as per the Joint Powers Board Agreement and Agency Bylaws.

c. The Agency must, within ten (10) days, notify the Agency in writing whenever it is unable to, or going to be unable to, provide the required quality or quantity of purchased services. Upon such notification, the Agency must determine whether such inability will require modification or cancellation of this Agreement.

3. COST AND DELIVERY OF PURCHASED SERVICES

a. Reimbursement for Case Management Services, Community Support Program Services, Community Mental Health Therapy, Flex Funds, and Administrative Costs is based on the actual cost of the services, less all associated revenues.

(1) The total amount to be paid for such purchased services must not exceed $229,082.

b. The allocation for Clubhouse Services must not exceed $20,000 annually.

4. ELIGIBILITY FOR SERVICES

The parties understand and agree that the eligibility of the client to receive the Purchased Services is to be determined in accordance with eligibility criteria established by Medical Assistance and the Agency.

The parties understand and agree that when the Contractor has been delegated by the Agency to make the determination of the client's eligibility for purchased services:

a. It is understood and agreed by the parties that, when applicable, fees will be charged and collected in accordance with fee policy and schedules adopted by the Contractor in accordance with Minnesota Statutes Section 256M.60, Subd. 6.

b. The Contractor must not charge any program or service fee to social services eligible clients except in accordance with Paragraph 3(a) above.

5. PAYMENT FOR PURCHASED SERVICES

a. Certification of expenditures: The Contractor must, by the twenty-fifth of the month following the previous quarter, submit the required reimbursement documentation, as required by the Fiscal Agent.

(1) County Reimbursement - The South Central Community Based Initiative Reimbursement Sheet is attached as Exhibit A.

b. Payment: The Agency must, within thirty (30) days of the date of receipt of the Invoice, make payment to the Contractor for all eligible clients identified on the Invoice.

6. AUDIT AND RECORD DISCLOSURES

The Contractor must:

a. Allow personnel of the Agency, the Minnesota Department of Human Services, and the U.S. Department of Health and Human Services, access to the Contractor's facility and records at reasonable hours to exercise their responsibility to monitor Purchased Services.

b. If the collection of social services fees is delegated to the Contractor, the Contractor must provide the Agency with information about fees collected and the fee sources.

c. Maintain all records pertaining to this Agreement at the Contractor's administrative offices for seven (7) years for audit purposes.

d. Comply with policies of the Minnesota Department of Human Services regarding social services recording and monitoring procedures, as defined and described in Department of Human Services rules and manuals.

7. SAFEGUARD OF CLIENT INFORMATION

a. The use or disclosure by any party of information concerning an eligible client in violation of in the Minnesota Government Data Practices Act (Minnesota Statutes Chapter 13) or for any purpose not directly connected with the Agency's or Provider's responsibility with respect to the Purchased Services hereunder is prohibited except on written consent of such eligible client, the client's attorney, or the client's responsible parent or guardian.

b. The Agency is a covered entity under the Health Insurance Portability and Accountability Act and its implementing regulations (collectively referred to as "HIPPA"). To the extent that the Contractor performs a function or activity involving the use of "protected health information" (45 CFR section 164.501), on behalf of the Agency including, but not limited to: providing health care services; health care claims processing or administration; data analysis, processing, or administration; utilization review; quality assurance; billing; benefit management; practice management; repricing; or otherwise provided by 45 CFR section 160.103, the Contractor shall comply with HIPAA), and all applicable requirements.

8. EQUAL EMPLOYMENT OPPORTUNITY AND CIVIL RIGHTS AND NONDISCRIMINATION

(When applicable) the Contractor agrees to comply with the Civil Rights Act of 1964, Title VII (42USC 2000e); including Executive Order No. 11246, and Title VI (42 USC 2000d); and the Rehabilitation Act of 1973, as amended by Section 504;

(When applicable) the Contractor certifies that it has received a certificate of compliance from the Commissioner of Human Rights pursuant to Minnesota Statutes, Section 363A.36). This section only applies if the grant is for more than $100,000, and the Contractor has employed more than forty full-time employees within the State of Minnesota on a single working day during the previous 12 months.

9. FAIR HEARING AND GRIEVANCE PROCEDURES

The Agency agrees to provide for a fair hearing and grievance procedure in conformance with Minnesota Statutes, section 256.045, and in conjunction with fair hearing and grievance procedures established by Department of Human Services administrative rules.

10. BONDING, INDEMNITY, INSURANCE, AND AUDIT CLAUSE

a. **Bonding**: The Contractor must obtain and maintain at all times, during the term of this Agreement, a fidelity bond covering the activity of its personnel authorized to distribute monies. Such a bond must be in the amount of $100,000.00.

b. **Indemnity**: The Contractor shall indemnify and hold harmless, the Agency, its officials, employees, and agents from any and all liability, loss, damages, expenses, claims, or actions which the Agency, its officials, employees, and agents my hereafter sustain incur or be required to pay, arising out of or by reason of any act or omission of the Contractor, its employees, or agents, in the execution , performance, or failure to adequately perform the Contractors obligations pursuant to this agreement.

(1) By reason of any fee eligible client suffering personal injury, death, property loss or damage either while participating in or receiving from the Contractor care and services to be furnished by the Contractor under this Agreement, or while on the premises owned, leased, or operated by the Contractor, or while being transported to and from said premises in any vehicle owned, operated, chartered, or otherwise contracted for by the Contractor or Contractor's assigns; or

(2) By reason of any service client causing injury to, or damage to, the property of another person, during any time when the Contractor or Contractor's assigns or employee therefore has undertaken its furnishing the care and service called for under this Agreement.

c. **Insurance**: The Contractor further agrees, in order to protect itself and the Agency and the Agency's officers, agents, employees, and elected officials under the indemnity provision above, that it will at all times during the term of the Agreement, and beyond such term when so required, have and keep in force liability insurance as set forth below. Any insurance required to be provided by the Contractor shall be primary, and not excess, to any other coverage carried by the Agency. The Contractor is responsible for any deductible or self-insured retention contained within the insurance program.

(1) The Contractor will purchase occurrence-based liability insurance. The policy shall include coverage for all applicable liabilities arising out of premises, operations, independent contractors, products, completed operations, personal and advertising injury, and liability assumed under a contract. Said liability insurance shall cover all personnel providing services under this Agreement. An umbrella liability policy may be used in conjunction with the primary coverage limits to meet the minimum limit requirements for each coverage. The Agency shall be listed as the additional insured.

(2) The applicable liability insurance coverage will meet the limits as shown equal to the tort liability limits under Minnesota 466.04,

11. CONTRACTOR DEBARMENT, SUSPENSION AND RESPONSIBILITY CERTIFICATION

Federal Regulation 45 CFR 92.35 prohibits the State/Agency from purchasing goods or services with federal money from vendors who have been suspended or debarred by the federal government. Similarly, Minnesota Statutes, Section 16C.03, subd. 2 provides the Commissioner of Administration with the authority to debar and suspend vendors who seek to contract with the State/Agency. Vendors may be suspended or debarred when it is determined, through a duly authorized hearing process, that they have abused the public trust in a serious manner.

By signing this Agreement, the Contractor certifies that it and its principals[1] and employees:

[1]"Principals" for the purpose of this certification means officers; directors; owners; partners; and persons having primary management or supervisor responsibilities within a business entity (e.g., general

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

b. Have not within a three- (3-) year period preceding this Agreement:

(1) been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (federal, state or local) transaction or contract;
(2) violated any federal or state antitrust statutes; or
(3) committed embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property; and

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

(1) commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (federal, state or local) transaction;
(2) violating any federal or state antitrust statutes; or
(3) committing embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property; and

d. Are not aware of any information and possess no knowledge that any subcontractor(s) that will perform work pursuant to this Agreement are in violation of any of the certifications set forth above.

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

Directions for on-line access to excluded providers

To ensure compliance with this regulation, identification of excluded entities and individuals can be found on the Office of Inspector General (OIG) website at www.dhhs.gov/progorg/oig/.

12. CONDITIONS OF THE PARTIES' OBLIGATIONS

a. It is understood and agreed that in the event the reimbursement to the Agency from State and Federal sources is not obtained and continued at a level sufficient

---

manager; plant manager; head of a subsidiary, division, or business segment and similar positions).

to allow for the purchase of the indicated quantity of Purchased Services, the obligations of each party hereunder must thereupon be terminated.

b. This Agreement may be canceled by either party at any time, with or without cause, upon thirty (30) days' prior notice, in writing, delivered by mail or in person.

c. Before the termination date specified on Page 1 of this Agreement, the Agency may evaluate the performance of the Contractor in regard to terms of this Agreement to determine whether such performance merits renewal of this Agreement.

d. Any alterations, variations, modifications, or waivers of provisions of this Agreement must be valid only when they have been reduced to writing, duly signed by both parties, and attached to the original of this Agreement.

e. No claim for services furnished by the Contractor not specifically provided in the Agreement will be allowed by the Agency, nor must the Contractor do any work or furnish any material not covered by the Agreement, unless prior written notice is given by the Agency. Such approval must be considered to be a modification of the Agreement.

f. In the event that there is a revision of Federal regulations which might make this Agreement ineligible for Federal financial participation, all parties will review the Agreement and renegotiate those items necessary to bring the Agreement into compliance with the new Federal regulations.

g. Unless otherwise provided in this Agreement, all notices provided under this Agreement must be in writing and sent to the following individuals:

To Notify the Agency	**To Notify the Contractor**
Regional Manager, SCCBI	Cassandra Sassenberg, Director
PO Box 3526, Mankato, MN 56002	622 S Front Street, St Peter, MN 56082
507-381-0549	507-934-8559
Jamie.hayes@blueearthcountymn.gov	cassandra.sassenberg@co.nicollet.mn.us

13. SUBCONTRACTING

a. The Contractor agrees not to enter into subcontracts for any of the work contemplated under this Agreement without notification to the Agency in writing.

b. Any and all subcontractors must be subject to and must meet all of the requirements of this Agreement.

c. The Contractors must ensure that any and all subcontracts to provide services under this Agreement must contain the following language:

The subcontractor acknowledges and agrees that the Minnesota Department of Human Services is a third-party beneficiary, and as a third-party beneficiary, is an affected party under this contract. The subcontractor specifically acknowledges and agrees that the Minnesota Department of Human Services has standing to and may take any appropriate administrative action or may sue the provider for

any appropriate relief in law or equity, including but not limited to rescission, damages, or specific performance, of all or any part of the contract. Minnesota Department of Human Services is entitled to and may recover from the provider reasonable attorney's fees, costs, and disbursements associated with any action taken under this paragraph that is successfully maintained. This provision must not be construed to limit the rights of any party to the contract or any other third-party beneficiary, nor must it be construed as a waiver of immunity under the Eleventh Amendment to the United States Constitution or any other waiver or immunity.

d. The Contractor agrees to be responsible for the performance of any subcontractor to ensure compliance to the subcontract and Minnesota Rules, Part 9525.1870, Subpart 3.

14. NONCOMPLIANCE

a. If the Contractor fails to comply with the provisions of this Agreement, the Agency may seek any available legal remedy.

b. Either party must notify the other party within thirty (30) days when a party has reasonable grounds to believe that this Agreement has been or will be breached in a material manner. The party receiving such notification must have thirty (30) days, or any other such period of time as mutually agreed to by the parties, to cure the breach or anticipatory breach.

15. MISCELLANEOUS

The Contractor acknowledges and agrees that the Minnesota Department of Human Services is a third-party beneficiary, and as third-party beneficiary, is an affected party under this Agreement. The Contractor specifically acknowledges and agrees that the Minnesota Department of Human Services has standing to and may take any appropriate administrative action or may sue the Contractor for any appropriate relief in law or performance of all or any part of the agreement between the Agency and the Contractor. The Contractor specifically acknowledges that the Agency and the Minnesota Department of Human Services are entitled to and may recover from the Contractor reasonable attorney's fees and costs and disbursements associated with any action taken under this paragraph that is successfully maintained. This provision must not be construed to limit the rights of any party to the Agreement of any other third-party beneficiary, nor must it be construed as a waiver of immunity under the Eleventh Amendment to the United States Constitution or any other waiver of immunity.

16. ENTIRE AGREEMENT

It is understood and agreed that the entire agreement of the parties is contained herein and this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter thereof.

Approved as to form and execution.

AGENCY

Dated: 12/18/2020

Mark Shaw, Joint Powers Board Chair
South Central Community Based Initiative

CONTRACTOR

Dated: _____

County Board Chair

Dated: 1/14/2021

County Director

Dated: _____

County Attorney

JH/
11-20
N:\WP\Contract\Nicollet County – SCCBI Contract

South Central Community Based Initiative

Record of funds reimbursed

County Name: **NICOLLET** Vendor # **12595**

Reimbursement for quarter ended: **March 31, 2021**

BRASS	Staffing	Flex	Clubhouse	Crisis Funds	Other/label	Total
402						
403						$ -
408						$ -
416						$ -
418						$ -
420						$ -
430						$ -
431						$ -
434						$ -
436						$ -
437						$ -
438						$ -
443						$ -
446						$ -
451						$ -
452						$ -
454						$ -
468						$ -
469						$ -
474						$ -
491						$ -
TOTALS	$ -	$ -	$ -	$ -	$ -	

Total reimbusement requested $ -

Staffing Allocation	$	453,970.00
1st Qtr	$	-
2nd Qtr		
3rd Qtr		
4th Qtr		
	$	453,970.00

I certify that these expenditures are used in accordance with grant guidelines and are less the revenues received.

Requested By: Date

Title:

Please mail, email or fax this page to:
Blue Earth County Human Services
410 S 5th St PO Box 3526
Mankato, MN 56001-3526

507-304-4379
tracey.hansen@blueearthcountymn.gov

*Reimbursement includes flex, transportation, housing and other approved expenses

EXHIBIT A

Nicollet County Board of Commissioners
Board Meeting Agenda Item

NICOLLET COUNTY EST. 1853

Agenda Item:

Chemical Dependency Treatment Provider: Updated Letter of County Need

Primary Originating Division/Dept.: Health and Human Services	Meeting Date:
Contact: Cassandra Sassenberg Title: HHS Director	Item Type: (Select One) Consent Agenda
Amount of Time Requested minutes	
Presenter: Title:	Attachments: ◉ Yes ○ No

County Strategy: (Select One) Programs and Services - deliver value-added quality services

BACKGROUND/JUSTIFICATION:

Per Minnesota Administrative Rules, Statute 9530.6801, County Boards must determine need for chemical dependency treatment or rehabilitation programs in a County prior to a treatment program receiving a license or provisional license.

In August of 2019, Nicollet County was contacted by Amanda Burg, owner of Mankato Chemical Health, who requested a letter identifying need in our County to assist her in completing the 245G licensing process. At that time, her request identified that she would be serving both adolescents and adults. On August 27, 2019, the Nicollet County Board approved a letter co-authored by Chair Denny Kemp and the Health and Human Services Director providing support for this request.

In January of 2021, Ms. Burg contacted Health and Human Services to indicate that she had not yet completed the licensing process and would request a new letter of need/support due to a change in program description, specifically that Mankato Chemical Health services will be intended for adults rather than adults and adolescents.

In 2019 and again in 2021, Nicollet County Health and Human Services agrees with Ms. Burg's assessment of need for these services in our County.

Supporting Documents: ◉ Attached ○ In Signature Folder ○ None

Prior Board Action Taken on this Agenda Item: ◉ Yes ○ No

If "yes", when? (provide year; mm/dd/yy if known) 8/27/2019

Approved by County Attorney's Office: ○ Yes ○ No ◉ N/A

ACTION REQUESTED:

Board Chair signature on an updated letter of County need for Mankato Chemical Health

FISCAL IMPACT: (Select One) No fiscal impact

If "Other", specify

FUNDING

County Dollars = Not applicable

Other (Select One)

Total

FTE IMPACT: (Select One) No FTE change

If "Increase or "Decrease" specify:

Related Financial/FTE Comments:

MANKATO CHEMICAL HEALTH

January 14, 2021

Nicollet County Health and Human Services
622 South Front Street
Saint Peter, MN 56082

RE: Request for Documentation of Need

Dear Ms. Sassenberg,

My name is Amanda Burg and I am the own Mankato Chemical Health LLC. Mankato Chemical Health LLC is currently operating under my alcohol and drug counseling license as an individual provider/program. I am in the process of requesting 245G licensing through the State of Minnesota. I am writing to request a Documentation of Need from the County Human Service Office in conjunction with the Board of Commissioners.

Mankato Chemical Health LLC is currently located in the Pierce Plaza Building in lower North Mankato, 360 Pierce Ave Suite 206. At this time, I run an intensive outpatient program for adults. I currently have four clients in my group with referrals from the surrounding area coming in on a weekly basis. I also conduct Rule 25 assessments as an individual provider and have multiple referrals and have approximately ten to fifteen calls per week.

It is my intention to be of service for all residents of Nicollet County seeking chemical dependency treatment. I will also provide services for residents in the surrounding areas of Nicollet County. To the best of my knowledge, currently in Nicollet County there is one substance use outpatient program for Adults, which is New Beginnings of Meridian Behavioral Health. The difference between the program that is currently available, and my program is the holistic aspect of treatment. The adult outpatient program will target those over 18 seeking intensive outpatient treatment.

Mankato Chemical Health LLC currently provides intensive outpatient services for adults over 18. The program incorporates a holistic approach in conjunction with evidenced based chemical dependency treatment. Clients have to option to engage in acupuncture, yoga, massage therapy, and nutrition. Clients have group three days per week as well as an individual session once per week. Clients' needs are assessed at intake and treatment plans are initiated. Treatment plans are reviewed and updated on a weekly basis as well as communication with referral sources.

MANKATO CHEMICAL HEALTH

It is my intention once I am licensed as a 245G facility to continue to provide adults outpatient treatment with a holistic approach. At this time there are not any adult substance use outpatient treatment programs in North Mankato. The goal for this program will be to offer a group in the morning and in the evenings. It is also my intention to provide same day substance use assessments as well as individual, and in home services based on need.

Since opening in July of 2019 as an individual provider, most of the referrals for assessments and outpatient treatment have been from County Agencies, Probation, and Medical Professionals. I estimate in the next year those referral sources will continue to grow. Based on the five to seven referrals per week I am currently acquiring for assessments I would estimate the number of clients served per year to be around 260 for adults. My current program is a 10-week program with eight clients per group for highly individualized services. Based on eight clients every 10 weeks I would estimate serving 40 adult clients in intensive outpatient treatment per year. The number of clients served in outpatient treatment will change according to the client completion rate and the possibility of having to refer clients to a higher level of care. The total number of clients served will noticeably change and the numbers will increase when an evening program, same day assessments, and in home services is added and as more professionals learn about my program.

Please feel free to contact me with any questions or concerns,

Sincerely,

Amanda Burg, LADC
Mankato Chemical Health
360 Pierce Ave
North Mankato, MN 56003
507-229-0350

NICOLLET COUNTY EST. 1853

Office of Health and Human Services

Cassandra Sassenberg, Director

January 26, 2021

Amanda Burg
Mankato Chemical Health
360 Pierce Avenue
North Mankato, MN 56003

RE: Letter of County Need

Dear Ms. Burg,

Nicollet County understands that you have been an individual chemical dependency services provider for adults in North Mankato since July of 2019. We also understand your provided services to be intensive outpatient programming using a holistic approach in conjuction with evidence based chemical dependency treatment. You have notified us that you plan to pursue 245G licensing through the State of Minnesota. You have provided us with data estimating that you will serve approximately five to seven clients per week through assessments and an additional eight clients per 10-week treatment group.

You have shared having had communication with social workers, medical entities, schools, counties, and private practices that has provided you with a basis for need. Nicollet County also identifies a lack of chemical dependency services as a significant need in our area.

Thank you for your dedication to those struggling with addiction and for your communication with Nicollet County. Please keep Nicollet County Health and Human Services updated regarding your progress with the licensure process.

Sincerely,

Terry Morrow
Board Chair
Nicollet County Board of Commissioners

Cassandra Sassenberg
Director
Nicollet County Health and Human Services

NICOLLET COUNTY EST. 1853

Office of Health and Human Services

Cassandra Sassenberg, Director

August 27, 2019

Amanda Burg
Mankato Chemical Health
360 Pierce Avenue
North Mankato, MN 56003

RE: Letter of County Need

Dear Ms. Burg,

Nicollet County understands that you have been an individual chemical dependency services provider for adults in North Mankato since July of 2019. You have provided us with data estimating that you will serve approximately five to seven clients per week through assessments and an additional eight clients per 10-week treatment group.

We further understand that you are seeking 245G licensure so that you can also begin providing treatment services with a holistic approach for adolescents. You have shared having had communication with social workers, medical entities, schools, Counties, and private practices that has provided you with a basis for need. Nicollet County Health and Human Services also identifies a lack of chemical dependency services as a significant need in our County, particularly for adolescents.

Thank you for sharing your intent with Nicollet County. Please keep Nicollet County Health and Human Services updated regarding your progress with the licensure process.

Sincerely,

Denny Kemp
Board Chair
Nicollet County Board of Commissioners

Cassandra Sassenberg
Director
Nicollet County Health and Human Services

Nicollet County Board of Commissioners
Board Meeting Agenda Item

NICOLLET COUNTY EST. 1853

Agenda Item:

End of Probations

Primary Originating Division/Dept.: Human Resources	Meeting Date: 01/26/2021
Contact: Jamie Haefner Title: Human Res. Dir.	Item Type: (Select One) Consent Agenda
Amount of Time Requested minutes	
Presenter: Jamie Haefner Title: Human Res. Dir.	Attachments: ⊙ Yes ○ No

County Strategy: (Select One) Facilities and Space - preserve, maintain and build our assets

BACKGROUND/JUSTIFICATION:

Health and Human Services Director Cassie Sassenberg has requested the end of probation for Baylee Nelson, Social Worker, effective January 15, 2021.

Supporting Documents: ○ Attached ⊙ In Signature Folder ○ None

Prior Board Action Taken on this Agenda Item: ⊙ Yes ○ No

If "yes", when? (provide year; mm/dd/yy if known)

Approved by County Attorney's Office: ○ Yes ○ No ⊙ N/A

ACTION REQUESTED:

Grant end of probationary status

FISCAL IMPACT: Other (Select One)

If "Other", specify

FUNDING

County Dollars =

Grant (Select One)

Total

FTE IMPACT: No FTE change (Select One)

If "Increase or "Decrease" specify:

Related Financial/FTE Comments:

Nicollet County Board of Commissioners
Board Meeting Agenda Item

NICOLLET COUNTY EST. 1853

Agenda Item:

2021 Beyond Brink / WEcovery Purchase of Service Agreement

Primary Originating Division/Dept.: Health and Human Services

Meeting Date: 1/26/2021

Contact: Cassandra Sassenberg Title: HHS Director

Item Type: (Select One) Regular Agenda

Amount of Time Requested 5 minutes

Presenter: C. Sassenberg Title: HHS Director

Attachments: ⊙ Yes ○ No

County Strategy: (Select One) Programs and Services - deliver value-added quality services

BACKGROUND/JUSTIFICATION:

Nicollet County was allocated funds through the Opioid Epidemic Response account in the amount of approximately $7,000 for use in 2020 and 2021. The goal of this funding is to allow counties to provide new or expanded service delivery for families struggling with addiction and served by child protection. As discussed in last week's Board Workshop, Nicollet County Health and Human Services is requesting to begin contracting for Peer Recovery Support Services through Beyond Brink/WEcovery. The significant benefit of these services is the ability for families to be connected with someone who has lived experience in their situation, either with addiction or child protection. Services provided would include individual support, group support, and connection to area resources. Many of these services are billable to medical insurance when recommended by a chemical health assessment. Our grant dollars would be used to purchase services for clients only when they cannot be billed.

Supporting Documents: ⊙ Attached ○ In Signature Folder ○ None

Prior Board Action Taken on this Agenda Item: ○ Yes ⊙ No

If "yes", when? (provide year; mm/dd/yy if known)

Approved by County Attorney's Office: ⊙ Yes ○ No ○ N/A

ACTION REQUESTED:

Approval of the 2021 Purchase of Service Agreement

FISCAL IMPACT: (Select One) No fiscal impact

If "Other", specify Opioid Epidemic Grant

FUNDING

County Dollars =

Other (Select One)

Total

FTE IMPACT: (Select One) No FTE change

If "Increase or "Decrease" specify:

Related Financial/FTE Comments:

2021 PURCHASE OF SERVICE AGREEMENT

Nicollet County, 501 South Minnesota Avenue, St. Peter, Minnesota, 56082, on the behalf of Nicollet County Health and Human Services, 622 South Front Street, Saint Peter, Minnesota, 56082, hereafter referred to as the "Agency" and Beyond Brink and WEcovery, 314 Chestnut Street, Mankato, Minnesota, 56082, hereafter referred to as the "Contractor," enter into this agreement for the period of January 1, 2021 to December 31, 2021.

WITNESSETH

WHEREAS, the Agency has been awarded state funds to provide additional child protection services under the Opioid Epidemic Response account, beginning July 1, 2020, under Minnesota Statutes Section 356.043, subdivision 3.

WHEREAS, the opioid allocation will allow county and tribal agencies to provide new or expanded service delivery to families affected by addiction;

WHEREAS, the Agency, wishes to purchase Certified Peer Recovery Specialist services from Contractor for consumers referred by the Agency's child protection team;

WHEREAS, the Contractor represents that it is duly qualified, willing to perform such services, and has sufficient staff and professional capacity to provide such services;

WHEREAS, the purpose of this Contract is to define the obligations of the parties with respect to the services provided by the purchased Certified Peer Recovery Specialist;

NOW, THEREFORE, in consideration of the mutual understandings and agreements set forth, the Agency and Contractor agree as follows:

I. TERM OF CONTRACT

The term of this contract shall be January 1, 2021 and shall be in effect through December 31, 2021, in accordance with the provisions unless earlier terminated by law or in accordance with the contract.

II. DUTIES

The Agency agrees to purchase and Contractor agrees to furnish the following services:

A. Provision of Certified Peer Recovery Specialist for families referred by the Agency's Child Protection Team to include:
   a. Peer Recovery Support Services
   b. Peer Recovery Resource Connecting
   c. Resource Navigation and Referral
   d. Facilitation of Groups

III. COST AND DELIVERY OF PURCHASED SERVICES

A. The units purchased by the Agency shall include:
   i. Individual Services: $38/hour
   ii. Group Services: $38/hour

B. Purchased services will not to exceed $7,000 annually.

C. Purchased services will be provided in community-based settings as required by the position.

D. The parties understand that the eligibility of clients to receive the services to be purchased by the Agency and furnished by the Contractor is to be determined by the Agency.

IV. PAYMENT FOR PURCHASED SERVICES

A. Certification of expenditures: The Contractor must submit a monthly invoice for purchased services to Nicollet County Health and Human Services.

B. Payment: The Agency must, within thirty (30) days of the date of receipt of the invoice, make payment to the Contractor for all eligible services.

V. DELIVERY OF CARE SERVICES

Except as otherwise produced herein, the Contractor shall maintain in all respects its present control over and autonomy with respect to:

A. The application of its intake procedures and requirements to clients.

B. The methods, times, means, and personnel for furnishing purchased services to clients.

C. The determination of when to terminate the furnishing of purchased services to clients.

VI. AUDIT AND RECORD DISCLOSURES

The Contractor must:

A. Allow personnel of the Agency, the Minnesota Department of Human Services, and the U.S. Department of Health and Human Services, access to the Contractor's facility and records at reasonable hours to exercise their responsibility to monitor purchased services.

B. Maintain all records pertaining to the Agreement at Beyond Brink and WEcovery, 314 Chestnut Street, Mankato, Minnesota, 56001 for six (6) years for audit purposes.

C. Comply with policies at the Minnesota Department of Human Services regarding social services recording and monitoring procedures, as defined and described in the Department of Human Services' rules and manuals.

VII. SAFEGUARD OF CLIENT INFORMATION

A. The use or disclosure by any party of information concerning an fee eligible client in violation of any rule of confidentiality provided for in Minnesota Statutes Chapter 13, for any purpose not directly connected with the Contractor's responsibility with respect to the purchased services hereunder, is prohibited except on written consent of such eligible client, the client's attorney, or the client's responsible parent or guardian.

B. The Contractor is a covered entity under the Health Insurance Portability and Accountability Act (HIPAA). To the extent that the Contractor performs a function or activity involving the use of "protected health information" (45 CFR section 164.501), on behalf of the Agency including, but not limited to: providing health care services; health care claims processing or administration; data analysis, processing, or administration; utilization review; repricing; or otherwise provided by 45 CFR section 160.103, the Contractor shall comply with the Health Insurance Portability and Accountability Act of 1996 and its implementing regulations (45 C.F.R. Parts 160-164), (collectively referred to as "HIPAA"), and all applicable requirements.

VIII. Data Practices Act:

For the purposes of executing its responsibilities, and to the extent set forth in this contract, the Contractor shall be considered part of the welfare system as defined in Minnesota Statutes, Chapter 13. Contractor's employees and agents shall have access to private data maintained by the Responsible Agency to the extent allowed by law and as is necessary to carry out its responsibilities under this contract. The Contractor agrees to comply with all the requirements of the Minnesota Data Practices Act in providing services under this contract. Contractor accepts responsibility for providing adequate supervision and training to agents and employees to ensure compliance with the Act. No private or confidential data collected, maintained, or used in the course of performance of this contract shall be disseminated except as authorized by statute, either during the period of this contract or thereafter. The Contractor agrees to indemnify and save and hold the state, the county, and their agents and employees, harmless from all claims arising out of, resulting from, or in any manner attributable to any violation of any provision of the Minnesota Government Data Practices Act, including legal fees and disbursements paid or

incurred to enforce the provision of the Agreement. The Contractor is required by law to maintain the privacy of protected health information and to provide notice of its legal duties and privacy practices concerning protected health information.

IX. NONDISCRIMINATION

During the performance of this Agreement, the Contractor agrees to the following:

No person shall, on the grounds of race, color, religion, age, sex, disability, marital status, public assistance status, criminal record, creed, sexual orientation or national origin be excluded from full employment rights in, participation in, be denied the benefits of or be otherwise subjected to discrimination tinder any and all applicable federal and state laws against discrimination.

X. FAIR HEARING AND GRIEVANCE PROCEDURES

The Agency agrees to provide for a fair hearing and grievance procedure in conformance with Minnesota Statutes, Section 256.045, and in conjunction with fair hearing and grievance procedures established by Department of Human Services' administrative rules.

XI. BONDING, INDEMNITY, INSURANCE, AND AUDIT CLAUSE

A. Bonding: The Contractor must obtain and maintain at all times, during the term of this Agreement, a fidelity bond covering the activity of its personnel authorized to distribute monies. Such a bond must be in the amount of $50,000.00

B. Indemnity: The Contractor agrees that it will at times defend, indemnify, and hold harmless the Agency from any all liability, loss, damages, costs, or expenses which may be claimed against the Contractor or Agency:

a. By reason of any fee eligible client suffering personal injury, death, or property loss or damage either while participating in or receiving from the Contractor the care and services to be furnished by the Contractor under this Agreement, or while on premises owned, leased, or operated by the Contractor, or while being transported to and from said premises in any vehicle owned, operated, chartered, or otherwise contracted for by the Contractor or Contractor's assigns; or

b. By reason of any fee eligible client causing injury to, or damage to, the property of another person, during any time when the Contractor or Contractor's assigns or employee therefore has undertaken of its furnishing the care and service called for under this Agreement.

C. Insurance: The Contractor further agrees, in order to protect itself and the Agency and the Agency's officers, agents, employees, and elected officials under the indemnity provision above, that it will at all times during the term of the Agreement, and beyond such term when so required, have and keep in force liability insurance as set forth below. Any insurance required to be provided by the Contractor shall be primary, and not excess, to any other coverage carried by Nicollet County. The selected insurance company of the Contractor must be acceptable to Nicollet County. The Contractor is responsible for any deductible or self-insured retention contained within the insurance program.

a. The Contractor will purchase occurrence-based liability insurance. The policy shall include coverage for all applicable liabilities arising out of premises, operations, independent contractors, products, completed operations, personal and advertising injury, and liability assumed under a contract. Said liability insurance shall cover all personnel performing services under this Agreement. An umbrella liability policy may be used in conjunction with the primary coverage limits to meet the minimum insurance limit requirements. Nicollet County shall be listed as an additional insured.

b. The applicable liability insurance coverage will meet the limits as shown below or be of equal to the tort liability limits under Minnesota Statutes Section 466.04, whichever is greater:

i. Commercial General Liability Coverage:

$3,000,000.00 for general aggregate coverage

$2,000,000.00 for products

$2,000,000.00 for each occurrence

$1,000,000.00 for operations personal injury

$100,000.00 for fire damage limit

$5,000.00 for medical expense

ii. Worker's Compensation and employer's liability coverage:

Worker's Compensation limits are to be statutory per applicable state and federal laws. Minimum employer's liability coverage:

Bodily injury accident: $100,000.00 each accident

Bodily injury by disease: $100,000.00 each employee

Bodily injury by disease: $500,000.00 policy limit

iii. Professional liability insurance:

$150,000.00 for each occurrence.

c. If the Contractor is unable to obtain the required insurance coverage, or if the coverage is cancelled during the term of this Agreement, the Contractor must notify the Agency contract manager (or the contract manager's designee) by telephone or e-mail the same business day as the Contractor receives notice of cancellation or inability to obtain coverage. The Contractor shall also provide written notice to the Agency contract manager within five (5) business days. The Contractor shall make immediate good faith efforts to obtain or replace the coverage in the open market. If such efforts are unsuccessful, the Contractor shall apply to the Minnesota Joint Underwriting Association for insurance coverage. Failure to maintain required insurance coverage shall be considered an event of default pursuant to this Agreement.

XII. CONTRACTOR DEBARMENT, SUSPENSION, AND RESPONSIBILITY CERTIFICATION

Federal Regulation 45 CFR 92.35 prohibits the Agency from purchasing goods or services with federal money from vendors who have been suspended or debarred by the federal government. Similarly, Minnesota Statutes Section 16C.03, subd. 2 provides the Commissioner of Administration with the authority to debar and suspend vendors who seek to contract with the Agency. Contractors may be suspended or debarred when it is determined, through a duly authorized hearing process, that they have abused the public trust in a serious manner.

By signing this contract, the Contractor certifies that it and its principals and employees:

A. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from transacting business by or with any federal, state, or local governmental department or agency; and
B. Have not, within a three (3) year period preceding this contract:
    a. Been convicted of or a had a civil judgment rendered against them for commission of fraud or for a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract;
    b. Violated any federal or state antitrust statutes; or
    c. Committed embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statement or receiving stolen property; and

C. Are not presently indicted or otherwise criminally or civilly charged by a governmental entity for:
    a. Commission of fraud or a criminal offense in connection with obtaining or attempting to obtain or performing a public (federal, state, or local) transaction;
    b. Violating any federal or state antitrust statutes; or
    c. Committing embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property; and
D. Are not aware of any information and possess no knowledge that any subcontractor(s) that will perform work pursuant to this Agreement are in violation of any of the certifications set forth above.
E. Shall immediately give written notice to the Agency should Contractor come under investigation for allegations of fraud or a criminal offense in connection with violating any federal or state antitrust statutes; or committing embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property.

XIII. SUBCONTRACTING

Contractor shall not enter into any subcontract for performance of any services contemplated tinder this Contract without the prior written approval of the Agency and subject to such conditions and provisions as the Agency may deem necessary. The Contractor shall be responsible for the performance of all subcontractors.

XIV. NONCOMPLIANCE

A. If the Contractor fails to comply with the provisions of this Agreement, the Agency may seek any available legal remedy.

B. Either party must notify the other party within thirty (30) days when a party has reasonable grounds to believe that this Agreement has been or will be breached in a material manner. The party receiving such notification must have thirty (30) days, or any other such period of time as mutually agreed to by the parties, to cure the breach or anticipatory breach.

XV. THIRD PARTY BENEFICIARY—MINNESOTA DEPARTMENT OF HUMAN SERVICES

The Contractor acknowledges and agrees that the Minnesota Department of Human Services is a third-party beneficiary, and as a third-party beneficiary, is an affected party under this Agreement. The Contractor specifically acknowledges and agrees that the Minnesota Department of Human Services has standing to and may take any appropriate administrative action or may sue the Contractor for any appropriate relief in law or performance of all or any part of the Agreement between the Agency and the Contractor. The Contractor specifically

acknowledges that the Agency and the Minnesota Department of Human Services are entitled to and may recover from the Contractor reasonable attorney's fees, costs, and disbursements associated with any action taken under this paragraph that is successfully maintained. This provision must not be construed to limit the rights of any party to the Agreement or any other third-party beneficiary, nor must it be construed as a waiver of immunity under the Eleventh Amendment to the United States Constitution or any other waiver of immunity.

XVI. CONDITIONS OF THE PARTIES' OBLIGATIONS

A. It is understood and agreed that in the event the reimbursement to the Agency from State and Federal sources is not obtained and continued at a level sufficient to allow for the purchase of the indicated quantity of purchased services, the obligations of each party hereunder must thereupon be terminated.

B. This Agreement may be cancelled by either party at any time, with or without cause, upon thirty (30) days' written notice delivered by mail or in person.

C. Before the termination date specified in Section 1 of this Agreement, the Agency may evaluate the performance of the Contractor in regard to the terms of this Agreement to determine whether such performance merits renewal of the Agreement.

D. Any alterations, variations, modifications, or waivers of provisions of this Agreement will be valid only when they have been reduced to writing, duly signed, and attached to the original of this Agreement.

E. No claim for services furnished by the Contractor not specifically provided in the Agreement will be allowed by the Agency, nor must the Contractor do any work or furnish any material not covered by the Agreement, unless this is approved in writing by the Agency. Such approval must be considered to be a mediation of the Agreement.

F. The Contractor will comply with all of the provisions of the Reporting of Maltreatment of Minors, Chapter 260E of the Minnesota Statutes, as amended, and all Minnesota Rules as promulgated by the Minnesota Department of Human Services implementing such statutes now in force or hereafter adopted.

G. Force Majeure: No party shall be held responsible or subject to damages for delay or failure to perform when such delay or failure is due to uncontrollable circumstances, including, without limitation, any of the following: fire, flood, epidemic, strikes, wars, acts of God, unusually severe weather, acts of public authorities, or delays or defaults caused by the public carriers, unless the act or occurrence could have been foreseen and reasonable actions could have been taken to prevent the delay or failure and provided

the defaulting party gives notice as soon as possible to the other party of the inability to perform.

H. In the event there is a revision of Federal regulations which might make this Agreement ineligible for Federal financial participation, all parties will review the Agreement and renegotiate those items necessary to bring the Agreement into compliance with new Federal regulations.

ENTIRE AGREEMENT

It is understood and agreed that the entire agreement of the parties is contained herein and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof, as well as any previous agreements presently in effect between the Contractor and any county social services agency relating to the subject matter hereof.

_____ _____

Terry Morrow, Chairperson
Nicollet County Board of Commissioners

Date

_____ _____

Cassandra Sassenberg, Director
Nicollet County Health and Human Services

Date

_____ _____

Brandy Brink, CEO
Beyond Brink and WEcovery

Date

Approved as to form and execution.

_____ _____

Michelle Zehnder Fischer, Attorney
Nicollet County

Date

Nicollet County Board of Commissioners
Board Meeting Agenda Item

NICOLLET COUNTY EST. 1853

Agenda Item:

COVID-19 Update

Primary Originating Division/Dept.: Health and Human Services

Meeting Date: 1-26-2021

Contact: Cassandra Sassenberg Title: HHS Director

Item Type: (Select One) Regular Agenda

Amount of Time Requested 10 minutes

Presenter: C. Sassenberg Title: HHS Director

Attachments: ○ Yes ◉ No

County Strategy: (Select One) Programs and Services - deliver value-added quality services

BACKGROUND/JUSTIFICATION:

HHS Director will provide an update on the response of Health and Human Services to the COVID-19 pandemic.

Supporting Documents: ○ Attached ○ In Signature Folder ◉ None

Prior Board Action Taken on this Agenda Item: ○ Yes ◉ No

If "yes", when? (provide year; mm/dd/yy if known)

Approved by County Attorney's Office: ○ Yes ○ No ◉ N/A

ACTION REQUESTED:

FISCAL IMPACT: Other
(Select One)

If "Other", specify

FUNDING
County Dollars =

Other
(Select One)

FTE IMPACT: No FTE change
(Select One)

Total

If "Increase or "Decrease" specify:

Related Financial/FTE Comments:

Nicollet County Board of Commissioners
Board Meeting Agenda Item

NICOLLET COUNTY EST. 1853

Agenda Item:

Consider 2020 LRIP Application Resolution of Support for SAP 052-615-025

Primary Originating Division/Dept.: Public Works-Highway

Meeting Date: 01/26/2021

Contact: Seth Greenwood, P.E. Title: PWD/Co. Eng.

Item Type: (Select One) Regular Agenda

Amount of Time Requested 10 minutes

Presenter: Seth Greenwood, P.E. Title: PWD/Co. Eng.

Attachments: ⊙ Yes ○ No

County Strategy: (Select One) Facilities and Space - preserve, maintain and build our assets

BACKGROUND/JUSTIFICATION:

The 2020 MN Legislature provided $75,000,000 for the Local Road Improvement Program (LRIP). MnDOT State Aid administers the LRIP and they recently have opened up a solicitation for project applications. Eligible County projects can receive up to a maximum amount of $1,250,000. Applications are due by March 3, 2021 and awards will be announced in May 2021. The CSAH 15 reconstruction project from TH 111 to CR 51 does meet the eligibility requirements of the LRIP program. As part of the application a resolution of support is required from the County Board. I have included a draft resolution of support for the Board's consideration. I have also included the LRIP Solicitation Guide for your information.

Supporting Documents: ⊙ Attached ○ In Signature Folder ○ None

Prior Board Action Taken on this Agenda Item: ⊙ Yes ○ No

If "yes", when? (provide year; mm/dd/yy if known)

Approved by County Attorney's Office: ○ Yes ○ No ⊙ N/A

ACTION REQUESTED:

Approve CSAH 15 Reconstruction Project LRIP Application Resolution of Support.

FISCAL IMPACT: Other (Select One)

If "Other", specify

FUNDING

County Dollars =

Grant (Select One)

Total

FTE IMPACT: No FTE change (Select One)

If "Increase or "Decrease" specify:

Related Financial/FTE Comments:

DEPARTMENT OF TRANSPORTATION

2020 Local Road Improvement Program Solicitation Guide

December 2020

Alexandria 44th Avenue project

Prepared by

The Minnesota Department of Transportation
395 John Ireland Boulevard
Saint Paul, Minnesota 55155-1899

Phone: 651-296-3000
Toll-Free: 1-800-657-3774
TTY, Voice or ASCII: 1-800-627-3529

To request this document in an alternative format

Please call 651-366-4718 or 1-800-657-3774 (Greater Minnesota). You may also send an email to ADArequest.dot@state.mn.us.

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Local Road Improvement Program Solicitation Overview

IMPORTANT NOTES:

- If an agency submitted an application in 2019 as part of the unfunded solicitation that was used to gauge demand and for lobbying purposes, that agency will need to submit a new application with updated information and cost estimates to be considered for funding under this solicitation. If the scope has not changed, one method that local agencies can use to update 2019 costs is to apply an inflationary factor appropriate to your region of the state.
- Projects that have received legislatively selected appropriations ("earmarks") or previous LRIP grants are not eligible for funding under this solicitation.
- Projects that will be awarded and/or under construction before the anticipated LRIP award notifications in May, 2021, are not eligible for funding under this solicitation.

The Local Roads Improvement Program (LRIP) was established by the Minnesota legislature in 2002 and is defined in Minnesota Statute 174.52. The legislature provided $75,000,000 for LRIP in Laws of Minnesota, 5th Special Session, Chapter 3, Article 1, Section 16, Subdivision 2. Depending on the number and quality of applications, we intend to award projects to counties, state aid cities, non-state aid cities, and townships.

The LRIP provides funding for capital construction costs only – it is not for engineering, right of way, or other non-construction related costs. The statute describes three types of accounts with a specific intent for the types of local road projects that can be considered for program.

1. The Trunk Highway Corridor Account provide funds to assist in paying the local share of trunk highway projects. For consideration under this account, a trunk highway project must be identified and a letter of support from MnDOT must be submitted.

   Note that funds from this account are for local road improvements impacted by trunk highway projects where local agencies have cost responsibility. It is not intended to be used for improvements or projects on the trunk highway or within the trunk highway corridor right of way that require local cost sharing per MnDOT's Cost Participation Policy. Since LRIP is funded by General Obligation bonds, these funds cannot be used for work on a trunk highway or on trunk highway right of way.

2. The Routes of Regional Significance Account provides funds for the costs of constructing or reconstructing city streets, county highways, or town roads with statewide or regional significance.

3. The Rural Road Safety Account funds capital safety improvement projects on County State Aid Highways (CSAH) primarily to reduce traffic crashes, deaths, injuries, and property damages. Funds from this account are eligible for use on County State Aid Highways only.

The MnDOT State Aid for Local Transportation Office administers the Local Roads Improvement Program with guidance from the Local Road Improvement Program Advisory Committee. The process and criteria for determining eligibility and prioritizing projects for the solicitation are established in the statute and recommended with guidance and input from the Local Road Improvement Program Advisory Committee.

Funding

There is no minimum amount set but the maximum amount that may be requested vary depending on the road authority.

Road Authority	Minimum Request	Maximum Request
County	--	$1,250,000
State Aid City (> 5,000)	--	$1,250,000
Non-State Aid City (< 5,000)	--	$1,250,000
Township	--	$1,250,000

The LRIP funds may be requested for the full construction cost of a project, up the maximum amount, or be leveraged with other funding sources on a project.

Solicitation Schedule

Note that this schedule is subject to change depending on the number of applications submitted and review time required.

Project Selection

Project selection will consider geographical distribution and distribution among jurisdictions along with the following criteria:

1. Eligibility. The project must be a local road (street or highway) construction, reconstruction, or reconditioning project under one of the three accounts established in the LRIP.

   Note: LRIP bond funds may not be used for right of way acquisition, engineering, utilities, work on trunk highways, or standalone enhancement projects (landscaping, trails, sidewalks, ADA improvements, etc.).

2. Operations and Safety. Address a transportation deficiency and/or improve safety on local roads.

3. Regionally Significant. Demonstrate the regional significance of the route by being classified as a minor collector or higher unless it meets one of the following criteria; a) identified in a regional plan as a farm-market artery, b) part of a 10-ton route system, c) part of an economic development plan, d) serves as a

regional tourist destination, e) provides capacity or congestion relief to a parallel trunk highway or county road, and f) is a connection to the regional system, trunk highway, or a county road.

4. Be supported by agency board or council and other local agencies impacted by the project, including county sponsor if applicable.

   Note: Cities that are not a State Aid city (populations less than 5,000) and townships must have a county sponsor and support of the County Board. ***A city or township resolution in support of the project and a county board resolution for support and willingness to sponsor the project must be included in the application package.*** *The sponsor's tasks include but are not necessarily limited to:*

   - *Be the fiscal agent on behalf of the community and have funds flow from MnDOT to the county to the contractor*
   - *Request SAP/SP number for the project*
   - *Ensure the project meets milestones and dates*
   - *Assist local agency in execution of a grant agreement*
   - *Develop, review and/or approve the plan*
   - *Submit plan, engineers estimate, and proposal to the DSAE*
   - *Advertise, let, and award the project*
   - *Submit pay requests to State Aid*
   - *Communicate progress and updates with the DSAEs and State Aid Programs Engineer*
   - *Ensure that the project receives adequate supervision and inspection*
   - *Assist with project close out*

5. Consider availability of other funding sources.

6. Be non-controversial.

   Note: Projects should have minimum problems or issues that could delay the letting and construction such as right of way acquisition, railroad, and historical impacts.

7. Expected useful life. Include permanent elements of the roadway corridor and have a minimum expected life of the project of 10 years. Maintenance type activities such as filling potholes, blading gravel roads, and ditch repairs are not eligible for LRIP.

8. High Impact. Provide letters of support from other local agencies or public/private parties impacted by the improvement. For example, letters of support from area businesses regarding the impact and benefit of constructing a road to a 10-ton design standard.

9. Projects would be anticipated for construction letting in years **2021 – 2023**.

Application Overview

The LRIP application is available on the State Aid Local Road Improvement webpage - http://www.dot.state.mn.us/stateaid/lrip.html. Use the guide below for assistance in filling out the application. Please keep the descriptions clear and concise.

A. Applicant Information

1. Name (First & Last). Provide the name of the contact person at the local agency applying for the funds. This person should be the person to contact with questions about the applications and representing the agency submitting the project. It may be the project sponsor if they are submitting on behalf of a small city or township.
2. Phone Number. The work phone number of the person at the agency applying for the funds.
3. E-mail. The work e-mail address of the person at the agency applying for the funds.
4. Agency type. Select the appropriate agency type from the drop down that is submitting the application: Township, Small City (population < 5,000), State Aid City, or County
5. Agency. The name of the agency submitting the application.
6. Street Address. The number and street name of agency
7. City. The city where the agency is located.
8. State. This will always be Minnesota.
9. Zip Code. The zip code where the agency is located.
10. Sponsoring County and County Engineer name (if applicable): Enter the sponsoring county and the county engineer name if the applicant is a township or a city with a population of less than 5,000.

B. Project Location

1. MnDOT District. Select the MnDOT District that the project is within.
2. County. The county that the project is located within.
3. City. Provide the name of the city if a portion or the entire project is on a city road or within the city limits.
4. Township. Provide the name of the township if a portion or the entire project is on a township road.

   Note: Cities that are not a State Aid city (populations less than 5,000) and townships must have a County Sponsor.

5. Name of Road. Route number or name of the road (County State Aid Highway 5, Main Street S, etc.)
6. Type of Road. Select the type of street the project is on (County State Aid Highway, County Road, Municipal State Aid Street, Local Street, or Township Road)
7. Road Authority Type. Identify the agency type (township, small city [population < 5,000], state aid city, or county) of the road authority that owns and has jurisdiction of the road the project is on.
8. Project Beginning location - From. Provide a short description of the beginning of the project.
9. Project Ending location - To. Provide a short description of the ending of the project.

C. Project Description

1. Type of Project. Select the type of work on this project from the drop-down box. For consistency in use with State Aid Programs the definition of reconstruction and reconditioning are taken from the Local State Aid Route Standards, Chapter 8820, for road projects.
   - **New Construction** – new or re-aligned road

- **Reconstruction** – the significant full depth replacement or widening of an existing roadway on a similar alignment.
- **Reconditioning** – includes resurfacing, replacement, or rehabilitation of the pavement structure to extend the life of the roadway and effectively address critical safety and operation needs through minor improvements to the existing facility.

2. LRIP Account requested for funding. Use the drop-down box to select one of the three LRIP accounts your project is eligible for. If you believe your project falls under more than one possible LRIP Account, select the account that is the best fit. Options listed are:
    - **Trunk Highway Corridor Account.** Select this option if funds will be used for local costs on local roads that are directly or partially related to a trunk highway improvement. This account cannot be used for local costs of trunk highway projects as required by MnDOT's Cost Participation Policy.
    - **Routes of Regional Significance Account.**
    - **Rural Road Safety Account** – only County State Aid Highways are eligible
3. Project Description. Provide a description of the proposed project and the transportation deficiencies that will be eliminated. This should include a description of operational and general safety benefits of the project. Projects seeking funding from the Rural Road Safety Account will need to provide a more detailed description of safety issues and benefits under Section D3.

D. LRIP Account Considerations and Eligibility

This section will include additional specific project information. The applicant should complete only the appropriate section or sections based on which LRIP funding account is being sought. It is possible that a project may meet the eligibility requirements for more than one LRIP Account. If that is the case, complete the section below that is the best fit.

D1. Trunk Highway Corridor Account Considerations and Eligibility

1. For Trunk Highway Corridor Account projects, describe the trunk highway project, and include the trunk highway project number, and year that local funds are being requested. Also include a description of how the local road(s) will be impacted by the trunk highway project, why the local work is not being funded by state or federal funds, and potential impacts of not completing the local work as part of the trunk highway project. If applying under this account, the application must include a letter of support from MnDOT.

    Note that funds from this account are for local road improvements impacted by trunk highway projects where local agencies have cost responsibility. It is not intended to be used for improvements or projects on the trunk highway or within the trunk highway corridor right of way that require local cost sharing per MnDOT's Cost Participation Policy.

D2. Routes of Regional Significance Account Considerations and Eligibility

1. Routes of Regional Significance Criteria. Check all criteria that apply to your project. At least one must be identified to be considered a regionally significant route.
2. Positive Impact. Describe the anticipated number of persons positively impacted by the project and how they will be positively impacted. This should include a quantitative assessment of the

number and type of roadway users impacted. This could also include a qualitative description of who uses the facility and how they will benefit from the project, and how multiple local agencies may benefit.

3. Economic Development. Describe the project contribution to the local, regional or state economy, and economic development or redevelopment efforts. Be specific and reference plans, letters of support, business impacts, and/or community impacts that this project would have in the region.

D3. Rural Road Safety Account Considerations and Eligibility

1. Is this project on a County State Aid Highway? The project must be on a County State Aid Highway to be eligible for funding under this account.
2. Is this project or components of this project identified in a County Road Safety Plan (CRSP)? All counties have completed CRSPs that identify priority safety projects through a data driven process. These projects on rural County State Aid Highways may be eligible under the Rural Road Safety Account. Use the drop-down box to select yes or no. If yes, provide a brief description of the elements of the project that are included in the CRSP.
3. Minnesota Strategic Highway Safety Plan. This is an effort to align local safety projects with safety priorities identified in the Minnesota Strategic Highway Safety Plan. The plan was completed with a thorough analysis of statewide crash data and trends affecting transporting with various stakeholders. It identified several primary focus areas to help establish safety priorities. Three of the focus areas, intersections, speed, and lane departure include engineering strategies for partners to consider when championing safety projects. Use the drop-down box to select a focus area that your project or safety components of your project align with. The three choices are:

    - **Intersections**
      Select if your projects makes improvement to an intersection for approaches to an intersection. Sample engineering strategies from this focus area include: improve visibility of signs/signals, pedestrian countdown timers, clear sight triangle on stop or yield controlled approaches, reduced conflict intersections, or roundabouts. See the full list of strategies from plans and partners in the Minnesota Strategic Highway Safety Plan.
    - **Speeding** (over posted speed, too fast for conditions)
      Select this choice if your project or components of your projects will look to address speeding. Sample engineering strategies from this focus area includes: dynamic speed display signs, automated speed enforcement, or traffic calming measures. See the full list from plans and partners in the Minnesota Strategic Highway Safety Plan.
    - **Lane departures** (run-of-road, head-on, sideswipes)
      Select this choice if your project will make improvements to address lane departure crashes or minimize damage associated with these crashes. Sample strategies from focus area include: curve speed warning systems, shoulder/centerline rumble strips, improve horizontal curves, guardrails, or remove/relocate objects in the hazardous locations. See the full list from plans and partners in the Minnesota Strategic Highway Safety Plan.

4. Safety Deficiency. Describe the issues on the rural County State Aid Highway that you are attempting to address. Transportation deficiencies could include substandard roadway structure, lane or shoulder width, conditions related to certain types of crashes, and other conditions that negatively impact the public. Be specific on how the problem or issues were identified and what harm it presents to the traveling public. Answer this question even if your project is identified in a county safety plan or the Minnesota Strategic Highway Safety Plan.

5. Improvement. Describe how the project will address the safety deficiencies, improve safety, and reduce fatal, injury, and/or property damage crashes. Be specific as possible in explaining why the project and safety strategy chosen is the most effective and provides the most benefit, including the expected crash modification factor. Answer this question even if your project is identified in a county safety plan or the Minnesota Strategic Highway Safety Plan.

E. Project Readiness and Ability to Maintain

This section will be used to gauge the readiness of the project. Bond funds will expire and begin the cancellation process after four years, so it is important that projects selected for LRIP funding can be delivered within that timeframe, with minimal risk of delay.

1. Construction Year. Use the drop-down box to select the anticipated construction year of the project. Projects should be ready for construction in 2021, 2022, or 2023.
2. Railroad Impacts. Use the drop-down box and provide a narrative as necessary to indicate whether your project has railroad crossings or is adjacent to railroad tracks which may require additional coordination and agreements. Choose from the following options:
    - No RR crossings or RR tracks within 600'
    - Yes. Necessary RR permit(s)/agreement(s) obtained
    - Yes. Will obtain RR permit(s)/agreement(s) as needed
3. Project Status. Use the drop-down box and provide a narrative as necessary to indicate the status of the design work on the project. Design includes any site surveying or study, developing plan sheets, specifications, and engineering estimates. Select from the following choices that best reflects the status of the design work on the project.
    - Design work has not started. Select this option if no site survey has been done, project not yet planned/programmed in a Capital Improvement Plan or approved by the local jurisdiction.
    - Design in progress. Select this option if site survey has been done, project is approved by local jurisdiction to proceed and plans are being developed.
    - Design completed (plan completed). Select this option if your project is approved by the local jurisdiction and the plan is approved by the responsible engineer. The plan is ready to be reviewed and approved by the MnDOT State Aid District Engineer.
4. Federal Funding. Use the drop-down box to indicate whether this project been selected for federal funding? If so, in what year is it identified for construction in the State Transportation Improvement Program (STIP)?
5. Right of Way Acquisition. Use the drop-down box and provide a narrative of the status of right of way acquisition, including both permanent and temporary acquisitions, if required. The answer from this

question will help gauge the readiness of the project. As a reminder, right of way acquisition costs are not an eligible use for LRIP funds.

- No additional right of way is required
- Right of way has been acquired
- Right of way acquisition is underway
- Right of way acquisition has yet to begin

6. Ability to Operate and Maintain Facility. Describe the local agency's ability to adequately provide for the safe operation and maintenance of the facility upon completion.

F. Multimodal/Complete Streets

Multimodal Improvements. Depending on where and how local roads are improved, vehicle traffic, multi-modal, and non-motorized bike and pedestrian movements may benefit. Identify other users of the roadway and describe multi-modal/non-motorized improvements included on the project.

G. Cost Section:

Provide estimated costs for construction from each potential funding source, including the amount of LRIP funds requested. Cost estimates should be based on planning and engineering principles. All costs listed as coming from agencies other than the applicant must be committed funds as reflected in a letter of support (agency has agreed to provide these funds for the project). Do not include costs for studies, design, right of way acquisition, construction engineering, or soft costs such as staff time. LRIP funds will be capped at $1,250,000 for counties, state aid cities, non-state aid cities, and townships. Projects with total project cost estimates less than the capped amount are not required to provide a match provided that all of the construction items are LRIP-eligible.

Items that are eligible for LRIP funds include reasonable elements associated with roadway construction, including basic landscaping and turf establishment. Landscaping planters, benches, bike racks, decorative fences, ornamental lighting, and other aesthetic treatments above the standard are generally not eligible. Other items that are not eligible include engineering, construction administration and inspection, right of way acquisition, and water main, sanitary sewer, or private utility work. Additionally, work on trunk highways or on trunk highway right of way is typically not eligible.

H. Attachments:

The following attachments must be included with the application:

- ☐ At least one project location map with routes and project termini labeled
- ☐ Engineer's Estimate with an itemized breakdown
- ☐ Project schedule
- ☐ Local agency resolution
- ☐ Resolution of support from sponsoring county agreeing to be sponsor and agreeing to perform sponsor tasks as identified above in section "Project Selection" (required for applications by townships and cities under 5,000 population)
- ☐ Other letters of concurrence or support from MnDOT, other cities/counties that may benefit, businesses, local legislators, and/or other benefiting parties.

Application Submittal

Your agency may submit more than one project for funding, but each project must be submitted under a separate application. The application form is available for download on the State Aid Local Road Improvement Program website, http://www.dot.state.mn.us/stateaid/lrip.html.

When you are ready to submit the application, save the application form with LRIP, agency and road in the name of the document; e.g. LRIP_RamseyCounty_CSAH30.pdf.

The application and attachments are due by 4:00 p.m. on **March 3, 2021.** Applications and attachments should be submitted electronically to saltirhelp.dot@state.mn.us. Please limit the file size transmitted via email to no more than 10 MB. State Aid will send a reply acknowledging receipt of the application. If you haven't received a reply from State Aid within a few days of submittal, send an email to saltirhelp.dot@state.mn.us to inquire about the status of the application.

More information is available at:

- LRIP website at: http://www.dot.state.mn.us/stateaid/lrip.html.
- PowerPoint on LRIP at http://www.dot.state.mn.us/stateaid/training/lrip.pptx

If you have questions regarding this solicitation, contact Marc Briese at 651-366-3802 or marc.briese@state.mn.us.

RESOLUTION TO SUPPORT FUNDING APPLICATION SUBMITTAL FOR 2020 LOCAL ROAD IMPROVEMENT PROGRAM SOLICITATION FOR CSAH 15 RECONSTRUCTION PROJECT

WHEREAS, in 2002 the Minnesota Legislature established the Local Road Improvement Program (LRIP) to assist local agencies in constructing or reconstructing their local roads; and

WHEREAS, the Minnesota Department of Transportation (MnDOT) Office of State Aid is soliciting grant applications to have projects considered for funding from the Local Road Improvement Program; and

WHEREAS, Nicollet County may request up to a maximum amount of $1,250,000; and

WHEREAS, the CSAH 15 reconstruction project (SAP 052-615-025) is included in the adopted Nicollet County 5 Year Capital Improvement Plan (2020-2024) with construction anticipated to start in 2022.

NOW, THEREFORE, BE IT RESOLVED, that the Nicollet County Board of Commissioners hereby approves the CSAH 15 reconstruction project (SAP 052-615-025) for submittal to MnDOT State Aid for LRIP funding; and

BE IT FURTHER RESOLVED, that if the CSAH 15 reconstruction project (SAP 052-615-025) is awarded LRIP funds, the Nicollet County Board of Commissioners will consider approving execution of the related grant agreement at a future County Board meeting.

Dated this 26th day of January, 2021.

_____

Terry Morrow, Chair
Nicollet County Board of Commissioners

ATTEST:

_____

Ryan Krosch
County Administrator and Clerk to the Board

Nicollet County Board of Commissioners
Board Meeting Agenda Item

NICOLLET COUNTY EST. 1853

Agenda Item:

Consider Appraisal Engagement Agreement for SAP 052-615-025

Primary Originating Division/Dept.: Public Works-Highway	Meeting Date: 01/26/2021
Contact: Seth Greenwood, P.E. Title: PWD/Co. Eng.	Item Type: (Select One) Regular Agenda
Amount of Time Requested 10 minutes	
Presenter: Seth Greenwood, P.E. Title: PWD/Co. Eng.	Attachments: ⊙ Yes ○ No

County Strategy: (Select One) Facilities and Space - preserve, maintain and build our assets

BACKGROUND/JUSTIFICATION:

To be able to construct the CSAH 15 reconstruction project (TH 111 to CR 15), additional permanent road right of way and temporary easements will need to be acquired. These acquisitions are identified on the preliminary Nicollet County ROW Plat No. 30. and involve 105 parcels. Included with your packet is an Appraisal Engagement Agreement from Brovold & Company, LLC to perform valuation services for these 105 parcels. Estimated cost is $46,250 and is comprised of a mix of Minimum Damage Valuations (MDV) and full Real Estate Appraisals. Final cost of this proposal may change depending on final number of actual MDV's and full Real Estate Appraisals completed.

Supporting Documents: ⊙ Attached ○ In Signature Folder ○ None

Prior Board Action Taken on this Agenda Item: ⊙ Yes ○ No

If "yes", when? (provide year; mm/dd/yy if known)

Approved by County Attorney's Office: ○ Yes ○ No ⊙ N/A

ACTION REQUESTED:

Approve Appraisal Engagement Agreement and authorize the Public Works Director to sign the agreement.

FISCAL IMPACT: (Select One) Included in current budget

If "Other", specify

FTE IMPACT: (Select One) No FTE change

If "Increase or "Decrease" specify:

Related Financial/FTE Comments:

FUNDING

County Dollars =	$46,250
Grant (Select One)	
Total	$46,250

Trevor L. Brovold, MAI
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Mankato, MN 56002
T (507).382.4666
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Trevor.Brovold@brovoldco.com

APPRAISAL ENGAGEMENT AGREEMENT

January 5, 2021

MR. SETH GREENWOOD, PE
PUBLIC WORKS DIRECTOR
NICOLLET COUNTY
1700 Sunrise Drive
Saint Peter, MN 56082

RE: Appraisal Agreement/Engagement Letter
Nicollet County CSAH 15 Project
CSAH 15
Nicollet County, MN

APPRAISAL ENGAGEMENT SPECIFICATIONS

Property Identification	+/- 105 Parcels Identified on Preliminary Nicollet County Right of Way Plat No. 30 (Net Yet Recorded).
Purpose of Project:	To estimate the Market Value of the referenced real estate BEFORE and AFTER Proposed Partial Takings.
Premise:	As Is: Fee Simple Market Valuation – BEFORE AND AFTER Partial Takings of Larger Parcels affected by Redevelopment and Re-platting of Nicollet County Highway 15.
Rights Appraised/ Interest Valued:	Fee Simple, Other Compensation (Cost to Cure, Temporary Construction Easement Compensation, etc.)
Intended Use:	Internal Decisions. Basis of Value for Compensation due to affected landowners of proposed Nicollet County Highway 15 reconstruction and redevelopment project. Reconstruction and redevelopment are scheduled for 2022 or 2023, but acquisition of existing and new right of way, etc. will be acquired earlier (2021) and the appraisals provided will provide as a basis of compensation that can be presented to landowners affected by the partial takings.
Intended User:	**NICOLLET COUNTY PUBLIC WORKS, NICOLLET COUNTY**
Appraisal Process:	Sales Comparison, Cost and Income Approaches will be considered. Only Applicable Approaches will be utilized.
Report Type:	+/-100 MNDOT Minimum Damage Valuation (MDV) - Style Restricted Use Appraisals, +/- Five (5) Full Real Estate Appraisals.

Appraisal Standards:	USPAP. MNDOT MDV-Style Reporting will be used when acquisition is deemed uncomplicated and/or under $25,000 in Estimated Compensation. Full Before and After Narrative Style Appraisal Reports will be used in the case of more complicated partial takings and/or in the case of compensation estimates that are above $25,000. The client, Nicollet County, will have ultimate authority in consultation with Brovold & Company, LLC on which parcels will need MDV vs. full appraisal.
Fee:	**$46,250 (Estimate – See Breakdown later in Engagement Letter.)**
Expenses:	Fee includes all associated expenses (travel, future meetings with Nicollet County Public Works Officials, Meetings with Landowners, collection of information, MDV Restricted Use and Full Appraisal development, etc.) Actual Cost of Project may increase or decrease depending on ultimate number of Restricted Use and/or Full Appraisals required.
Retainer:	**A retainer is not required for this project. Client will be billed periodically.**
Payment Terms:	Project Will Be Billed Out Periodically as Portions of the Overall Project Are Completed. Final payment is due and payable upon delivery of the final reports or within thirty (30) days of your receipt of our final reports, whichever is sooner.
Report Copies:	Delivery of the Appraisal conclusions and/or report will be completed as Nicollet County Right of Way Plat No. 30 is finalized and due dates for MDV Restricted Use Appraisals and Full Appraisals will be set upon completion of survey and plat work required for development of the appraisal reports going forward.
Delivery Date:	Within 30-60 Days of Getting Final Nicollet County CSAH Right of Way Plat No. 30 and individual parcel taking information from Nicollet County Public Works.
Delivery Method	PDF Copies of Reports will be delivered. If Hard copies are required, additional charges will be applicable.

SUMMARY OF CHARGES

Per the Preliminary Nicollet County Right of Way Plat No. 30, there are a total of 105 parcels that are identified. Most of the valuations that will be required will involve MNDOT Minimum Damage Valuation or MDV-style Restricted-Use Appraisals that will look to the estimated value of the larger parcel BEFORE and AFTER the proposed partial takings. Often these type of restricted-use appraisal reports can be used when the estimated compensation estimates are under $25,000.

However, in the case of some parcels, the partial taking will be more complicated and/or the estimated compensation levels may fall above $25,000 in which case a full narrative style appraisal report will be required to meet state guidelines.

The following, then, is an estimate of the proposed charges for the CSAH 15 appraisal project going forward:

Comments	No. of MDV's or Appraisals	Price/ MDV	Overall Projected Cost
First 25 MDV's	25	$500	$12,500
Next 26-50	25	$400	$10,000
Next 51-75	25	$350	$8,750
Any MDV after 75	25	$300	$7,500
No. of Full Appraisals	5	$1,500	$7,500
TOTALS:	**105**		**$46,250**

As noted from above, there are a total of 105 parcels that are identified by Nicollet County as part of the Preliminary Nicolet County Right of Way (ROW) Plat No. 30. However, it should be noted that some of these parcels that are identified have two (2) components to the parcels (A and B). Therefore, it could be conceivable that in some cases an additional MDV or Appraisal is required.

In other cases, one or more of the identified parcels that are part of the Preliminary Nicollet County ROW Plat No. 30 may be consolidated which would result in fewer appraisals being required. Again, the above summary table, is an estimate of projected costs going forward. Costs will ultimately be determined based on what is required by state and/or USPAP guidelines and what are determined to be the larger parcels for each of the proposed partial takings going forward that will allow for the development of an estimate of compensation that can be presented to landowners affected by the proposed project going forward.

CONFIDENTIALITY

Appraiser shall not provide a copy of the written Appraisal Report to, or disclose the results of the appraisal prepared in accordance with this Agreement with, any party other than Client, unless Client authorizes, except as stipulated in the Confidentiality Section of the ETHICS RULE of the Uniform Standards of Professional Appraisal Practice (USPAP).

CHANGES TO AGREEMENT

Any changes to the assignment as outlined in this Agreement shall necessitate a new Agreement. The identity of the client, intended users, or intended use; the date of value; type of value; or property appraised cannot be changed without a new Agreement.

The attached Terms and Conditions and Specific Property Data Request are deemed a part of this agreement as though set forth in full herein.

We appreciate this opportunity to be of service to you on this assignment. If you have additional questions or concerns, please contact us.

Sincerely,

BROVOLD & COMPANY, LLC
Commercial Real Estate Analysts

Trevor L. Brovold, MAI
Principal &
Senior Real Estate Analyst
Minnesota Certified General License No. 20116604

AGREED AND ACCEPTED:

FOR NICOLLET COUNTY:

Signature	Date
Name(s)	Title(s)

Nicollet County Board of Commissioners
Board Meeting Agenda Item

NICOLLET COUNTY EST. 1853

Agenda Item:

2021-2025 Strategic Work Plan

Primary Originating Division/Dept.: Administration	Meeting Date: 01/26/2021
Contact: Ryan Krosch Title: County Administrator	Item Type: (Select One) Regular Agenda
Amount of Time Requested 5 minutes	
Presenter: Title:	Attachments: ⊙ Yes ○ No

County Strategy: (Select One) Collaborative Workplace - sustain the core values of our culture

BACKGROUND/JUSTIFICATION:

Attached is the 2021 - 2025 Nicollet County Strategic Work Plan we discussed at the January Workshop.

This documented is created every year to:

1. Provide a road map for services that is consistent with the identified County strategies, mission, vision and core values.
2. Help complete the goals portion of staff performance evaluations.
3. Be a decision-making tool for the County Board.
4. Be a communication tool for the public and staff.

Identified goals in the plan should be projects or programs that are outside the typical day-to-day work of each department. Although this is a 5-year plan, you will notice most of the goals are focused on the next year or two which makes this more of short-term work plan.

Supporting Documents: ⊙ Attached ○ In Signature Folder ○ None

Prior Board Action Taken on this Agenda Item: ○ Yes ⊙ No

If "yes", when? (provide year; mm/dd/yy if known)

Approved by County Attorney's Office: ○ Yes ○ No ⊙ N/A

ACTION REQUESTED:

Approve the 2021-2025 Nicollet County Strategic Work Plan.

FISCAL IMPACT: Other (Select One)

If "Other", specify

FUNDING

County Dollars =

Grant (Select One)

Total

FTE IMPACT: No FTE change (Select One)

If "Increase or "Decrease" specify:

Related Financial/FTE Comments:

Nicollet County Strategic Work Plan 2021-2025

NICOLLET
EST. COUNTY 1853

Adopted: November 12, 2013

Amended: December 16, 2014; December 15, 2015; June 28, 2016; December 13, 2016, January 2, 2018, January 8, 2019, January 28, 2020 and January 26, 2021

NICOLLET COUNTY EST. 1853

Mission

Providing efficient services with innovation and accountability.

Vision

Setting the standard for providing superior and efficient county government services through leadership, accountability and innovation to a growing and diverse society.

Core Values

Leadership: Having a vision, sharing that vision and inspiring others to support our vision while creating their own.

Integrity: Our decisions and actions display a consistent commitment to moral and ethical values.

Accountability: To account for our activities, accept responsibility for them and to disclose the results in a transparent manner.

Efficiency: Our ability to do things well, successfully and without waste.

Innovation: Our transformation of an idea into a service that creates value.

STRATEGIC WORK PLAN 2020-2024

Objective

Strategy 1 Collaborative Workplace	***•Sustain the core values of our organizational culture.*** •Characteristics: Leadership, efficiency, accountability, innovation, integrity, continuous improvement practices, evaluate reorganization/restructuring, talent management, embracing change, and being respectful- trusting our organizational culture.
Strategy 2 Facilities and Space	***•Preserve, maintain and build our assets.*** •Characteristics: Infrastructure, facility security, facility planning, facility accessibility, maintain a professional and historical appearance.
Strategy 3 Technology Solutions	***•Invest in tools to create efficiencies.*** •Characteristics: E-Services, electronic records management system, enhanced web services, IT strategic planning, remote access for staff and citizens, examine business practices, and security.
Strategy 4 Programs and Services	***•Providing efficient services with innovation and accountability.*** •Characteristics: Efficient services, preventative services, collaborations and partnerships, measure return on investment, financial sustainability, changing population and demographics, and delivery system models.
Strategy 5 Financial Security	***•Prudent use of taxpayer resources.*** •Characteristics: Maintain financial policies, employee engagement and investment, measure return on investment, revenue diversification and cost control, and capital improvement planning for large capital projects.

The outcomes of the County's strategic work plan are designed to serve a variety of purposes and objectives. These include the following four areas: a *decision-making* tool, a *leadership* and *management* tool, and a *communication* tool. By effectively using these four tools, the County ensures that the process and outcomes will support the County's mission, vison and core values.

Five major themes have been identified as the most important operations, policy and service areas of the County. These five strategies are in no particular order of importance or priority. Each strategy includes a brief definitional phrase. They are designed and aggregated to represent the most important priorities today as well as into the immediate future.

Each strategy is comprised of descriptive *Characteristics* and *Goals*. The *Characteristics* identify qualities and considerations within the strategy. The *Goals* are specific projects and activities that implement the strategy. The *Goals* are divided into A*ction Steps* with assignments and deadlines to track and monitor progress.

Strategic Planning	A deliberate and intentional process to define an organizational strategy or direction, and then make decisions to allocate resources to pursue it.
Goals	Long range planning based upon assessment of need. Up to 5 years. Specific and measureable.
Action Steps	Specific and measureable short-term operational actions that must be accomplished in order for the overall goal to succeed. Time bound. When planning, determine what must be accomplished year 1, year 2, and so on until the overall goal is met.
Target Deadline	A realistic time measure to keep short term operational actions moving forward toward the overall goal. Meeting these timelines will gauge department progress from year to year.
Mission	A statement reflecting why our organization exists and what our intentions are.
Vision	A statement of what our organization is trying to achieve; what we strive for.
Core Values	What our organization's work culture stands for; values which govern our work ethic.

Strategy: 2. Facilities and Space	**Department Author:** Administration	
Goal: Implement projects identified in the Nicollet County Capital Improvement Plan.		
Action Steps	**Target Deadline**	
Complete a feasibility and facility study for a new Public Works facility.	September	2021
Assess the County's financial situation to determine when Phase 2 of the North Mankato Services Building remodel should occur.	July	2021
In conjunction with Finance and Public Works, develop a financing plan for the County's cost-share for the US Highway 14 four-lane project and for funding the CSAH 15 regrade.	July	2021

Strategy: 1. Collaborative Workplace	**Department Author:** Administration	
Goal: Continue to provide economic recovery assistance to those adversely impacted by the COVID-19 pandemic.		
Action Steps	**Target Deadline**	
Implement a business and nonprofit COVID-19 relief grant program with funds provided by the State of Minnesota.	January	2021
Utilize other state and federal funds that are made available for economic recovery from the pandemic.	Entire Year	2021

Strategy: 4. Programs and Services	**Department Author:** Administration	
Goal: Expand our citizen engagement program to include additional outreach and communication to Nicollet County residents.		
Action Steps	**Target Deadline**	
Develop a survey tool for residents to provide us with feedback on their suggestions and satisfaction of service delivery.	July	2021

Strategy: 4. Programs and Services	**Department Author:** Administration	
Goal: Assess all regional partnerships periodically to determine their value and effectiveness to Nicollet County taxpayers.		
Action Steps	**Target Deadline**	
Evaluate the effectiveness of Tri-County Solid Waste.	TBD	TBD
Evaluate our partnership with Brown County in effectively providing community and environmental health services.	TBD	TBD

Strategy: 4. Programs and Services	**Department Author:** Administration	
Goal: Recodify all County ordinance to make them easier to read and understand.		
Action Steps	**Target Deadline**	
Hire a consultant to recodify county ordinances.	March	2021
Have recodified ordinances online with search features.	December	2021

Strategy: 3. Technology Solutions	**Department Author:** Administration	
Goal: Begin Implementation of the Nicollet County Broadband Feasibility Study.		
Action Steps	**Target Deadline**	
Establish implementation goals.	March	2021
Challenge FCC maps.	March	2021
Reach out to ISP service providers.	April	2021
Conduct a survey to quantify broadband market demand.	October	2021

Strategy: 4. Programs and Services	**Department Author:** Attorney's Office	
Goal: Further expand the reach of the Victim Witness Services Program through community engagement and community partnerships.		
Action Steps	**Target Deadline**	
Establish community collaborations/partnerships to expand victim services through the use of the Victim Services Stakeholder Group	Completed	
Further identification of community groups to offer presentations on the victim witness services program	May	2021
Further identification of community groups to offer presentations on consumer fraud and scam presentations	May	2021
Develop additional contacts with underserved populations and identify methods of providing information to those groups	June	2021

Strategy: 4. Programs and Services	**Department Author:** Attorney's Office	
Goal: Evaluate county data practices policy and procedures to implement changes to increase efficiency and response times to data requests.		
Action Steps	**Target Deadline**	
Review County policy	Completed	
Identify areas of the policy for further review with the affected departments and evaluate best practices	Completed	
Identify and modify the policy, including adding additional sections and forms for public use	In Progress	2020
Establish and implement training for county staff regarding data practices issues	March	2021
Evaluate efficacy of training and establish annual refresher training schedule	December	2021

Strategy: 4. Programs and Services	**Department Author:** Attorney's Office	
Goal: Provide effective and timely intervention to youthful offenders through intervention and programming		
Action Steps	**Target Deadline**	
Gather historical information about juvenile programming in Nicollet County	Completed	
Survey juvenile justice programs used in other counties including restorative justice, diversion programing, and educational interventions	Completed	
Meet with Stakeholders to present information gathered, identify programming needs, and format programing for Nicollet County	Month	2021
Implement programing developed through Stakeholder meetings	Month	2021
Evaluate efficacy of programing	Month	2022

Strategy: 4. Programs and Services	**Department Author:** Attorney's Office	
Goal: Implement a coordinated mental health response to individuals entering the criminal justice system		
Action Steps	**Target Deadline**	
Meet internally with Health and Human Services, Court Services, and Department of Corrections to identify mental health intervention needs and services available to individuals	Completed	
Meet with multiple stakeholders to discuss implementation of a program to offer mental health evaluations and service recommendations after a plea is entered, but before sentencing	Completed	
Implement program to offer mental health evaluations and service recommendations	Completed	
Evaluate the program initiated and its efficacy (delayed due to interruption of change in court procedures due to COVID)	May	2021
Identify ways to expand the program to reach additional individuals with mental health needs coming into contact with the criminal justice system	December	2021

Strategy: 4. Programs and Services	**Department Author:** Attorney's Office	
Goal: Assess the need for earlier identification of Veterans coming into contact with the criminal justice, child protection and civil commitment cases handled by the County Attorney's Office		
Action Steps	**Target Deadline**	
Conduct a statewide review to determine how Veterans are identified within the criminal justice, child protection, and civil commitment systems	Completed	
Compare statewide practices to how Veterans are identified in Nicollet County	Completed	
Establish Stakeholder Committee to examine Nicollet County practices and how/if changes should be implemented to identify Veterans within cases	December	2020
Implement changes recommended by Committee to earlier identify Veterans within cases handled by the County Attorney's Office	December	2020

Strategy: 3. Technology Solutions	**Department Author:** Attorney's Office	
Goal: Improve efficiency across criminal justice partners in the delivery of discovery materials		
Action Steps	**Target Deadline**	
Survey technology used by criminal justice partners	December	2020
Meet with key law enforcement partners to discuss the exchange of discovery and consolidation of transfer methods	December	2020
Determine work flow changes to accommodate and improve information transfer	February	2021

Meeting with criminal justice partners regarding implementation	February	2021
Evaluate changes implemented with criminal justice partners	July	2021

Strategy: 4. Programs and Services	**Department Author:** Brown-Nicollet Environmental Health	
Goal: Enhance the services we provide to the public by meeting FDA Retail Program Standards 1-8 as evaluated by MDH.		
Action Steps	**Target Deadline**	
Review FDA Program Standards 1 and 3 and develop and implement necessary tools to meet these standards per MDH requirements. MDH will evaluate our program to ensure we adequately meet these standards.	December	2020
Review FDA Program Standards 2 and 8 and develop and implement necessary tools to meet these standards per MDH requirements. MDH will evaluate our program to ensure we adequately meet these standards.	December	2021
Review FDA Program Standards 5 and 7 and develop and implement necessary tools to meet these standards per MDH requirements. MDH will evaluate our program to ensure we adequately meet these standards.	December	2022
Review FDA Program Standard 4 and develop and implement necessary tools to meet this standard per MDH requirements. MDH will evaluate our program to ensure we adequately meet this standard.	December	2023
Review FDA Program Standard 6 and develop and implement necessary tools to meet this standard per MDH requirements. MDH will evaluate our program to ensure we adequately meet this standard.	December	2024

Strategy: 4. Programs and Services	**Department Author:** Brown-Nicollet Environmental Health	
Goal: Engage and educate church groups by holding food safety education training events.		
Action Steps	**Target Deadline**	
Contact churches within Nicollet County to gauge interest in attending a food safety educational training for church members/volunteers.	April	2021
Research and select a venue in which this training can take place.	June	2021
Hold a minimum of one training session for churches interested in attending.	December	2021

Strategy: 4. Programs and Services	**Department Author:** Brown-Nicollet Environmental Health	
Goal: Develop alternative methods in which our office can hold Certified Food Protection Manger classes for licensed establishments needing initial or renewal education.		
Action Steps	**Target Deadline**	
Work with MDH to determine acceptable on-line education methods for delivering Certified Food Protection Manager curriculum.	February	2021
Contact venues within our licensing jurisdiction to determine where in-person education may continue and at what cost.	February	2021
Determine which alternative education method is most efficient and practical. Hold at least two Certified Food Protection Manager initial and renewal courses.	June	2021

Strategy: 4. Programs and Services	**Department Author:** Extension Office	
Goal: Ensure traditional agricultural and underserved/emerging audiences in Nicollet County have access to relevant & timely programs, available both online and in-person formats		
Action Steps	**Target Deadline**	
Enhance interdepartmental collaboration in county Extension programming, in addition to leveraging the expertise of state and regional Extension colleagues	In Progress	2021
Expand programming to reach multiple disciplines of agricultural production through using information technologies such as social media and web-based communications.	In Progress	2021
Distribute surveys, conduct interviews and record observations to document program outcomes and impact. Use feedback from these evaluative methods to improve, revise and/or redirect programmatic efforts	In Progress	2021

Strategy: 4. Programs and Services	**Department Author:** Extension Office	
Goal: Goal: Improve the ability of SNAP-Ed eligible families in Nicollet County to make healthy choices around food and physical activity by providing quality educational opportunities and increased access to local food.		
Action Steps	**Target Deadline**	
Create and deliver evidence based nutrition education programs that are culturally meaningful to Nicollet County families.	In Progress	2021
Support COVID Food Assistance Programs and produce distribution events through developing marketing materials and providing needed technical assistance.	In Progress	2021
Offer networking opportunities to maximize the resources and capacity of Nicollet County agencies/communities to support affordable, local food access.	In Progress	2021
Improve healthy eating and active living behaviors of young families with preschool children through providing learning opportunities to Nicollet County Head Start parents and children.	In Progress	2021

Strategy: 4. Programs and Services	**Department Author:** Extension Office	
Goal: Increase the impact and scope of Nicollet County 4-H youth development by engaging youth and volunteer audiences in relevant, meaningful, and accessible youth development programs.		
Action Steps	**Target Deadline**	
Create new access points, improved recruitment tools, additional program promotions, and greater community reporting.	In Progress	2021
Launch new 4-H club experiences (targeting St. Peter and North Mankato) to meet the needs of the growing 4-H membership and, specifically, first generation 4-H families.	In Progress	2021
Develop community partnerships to learn about community needs, develop program partnerships, and increase volunteer capacity, particularly in the area of racial equity and social justice.	In Progress	2021
Identify, recruit, train, activate and support community volunteers to ensure 4-H programs are supported by caring adults.	In Progress	2021
Leverage the 150th Anniversary of the Nicollet County Fair to engage the community in 4-H youth development programs and needs.	August	2021

Strategy: 2. Facilities and Space	**Department Author:** Facilities Maintenance	
Goal: Continuum changeover for the 1880s building.		
Action Steps	**Target Deadline**	
Compile information on the old Johnson Control system that is in the 1880s space.	Completed	2020
Work with PAAPE on a design and plan for the changeover.	Completed	2020
Work with contractors on scheduling the changeover.	In Progress	2021
Implement new system and integrate it onto our Continuum system.	In Progress	2021

Strategy: 4. Programs and Services	**Department Author:** Facilities Maintenance	
Goal: Use the ticketing system as a tool to guide the delivery of facility maintenance services.		
Action Steps	**Target Deadline**	
Establish service level standards to monitor through the ticketing system.	October	2021

Strategy: 2. Facilities and Space	**Department Author:** Facilities Maintenance	
Goal: Update lighting in Government Center to LED.		
Action Steps	**Target Deadline**	
Have an energy assessment done.	November	2020
Pick/purchase LED lights.	November	2020
Install lights.	March	2021
Apply for energy rebates through the City of St. Peter.	April	2021

Strategy: 2. Facilities and Space	**Department Author:** Facilities Maintenance	
Goal: Continue Exterior Property Improvement.		
Action Steps	**Target Deadline**	
Assess what was done in 2020.	Completed	2020
Make plan for Spring 2021.	March	2021
Do property improvement projects in Spring/Summer 2021	June	2021

Strategy: 2. Facilities and Space	**Department Author:** Sheriff's Office	
Goal: Re-roof the jail.		
Action Steps	**Target Deadline**	
Obtain bids for re-roofing the jail.	June	2022
Develop a schedule to get work accomplished with Facilities Maintenance.	August	2022
Hire company to complete the work.	February	2023
Complete the project.	May	2023

Strategy: 2. Facilities and Space	**Department Author:** Sheriff's Office	
Goal: Update jail work space and equipment.		
Action Steps	**Target Deadline**	
Get quotes to replace the jail elevator.	April	2021
Seek input on how to make booking room area more efficient.	May	2021
Review elevator repair/replace quote and any booking area modification. suggestions	August	2021
Implement any suggested changes and have elevator work completed.	February	2022

Strategy: 2. Facilities and Space	**Department Author:** Sheriff's Office	
Goal: Have the Plumbing inspected in the jail		
Action Steps	**Target Deadline**	
Select a contractor to inspect the plumbing in Jail.	June	2021
Review inspection to determine if any plumbing needs to be replaced.	August	2021
Develop time frame to implement repairs if needed.	September	2021
Hire contractor to make repairs.	January	2022

Strategy: 4. Programs and Services	**Department Author:** Finance	
Goal: Enhance use of Ultimate Kronos Group system		
Action Steps	**Target Deadline**	
Complete successful first year of Year End and W2 Processing with UKG	January	2021
Develop Finance staff to be high impact report users and report builders	December	2021
Utilize functionality of UKG system for management reporting, audit, and budget processes	December	2021
Enhance UKG Core features and training for end users	December	2021

Strategy: 5. Financial Security	**Department Author:** Finance	
Goal: Merge Collections into Finance Department		
Action Steps	**Target Deadline**	
Reorganize organizational structure to move Collections under Finance direction	January	2021
Identify and implement procedures and process improvements	December	2021
Evaluate Quickbooks version and if necessary implement upgrade to system	December	2021

Strategy: 5. Financial Security	**Department Author:** Finance	
Goal: Merge Public Health Grant Management into Finance Department		
Action Steps	**Target Deadline**	
Reorganize organizational structure to move Public Health Grant Management under Finance direction	January	2021
Identify and implement procedures and process improvements	December	2021
Create documentation manual for all Public Health Grant programs	December	2021

Strategy: 5. Financial Security	**Department Author:** Finance	
Goal: Assess Financial Policies		
Action Steps	**Target Deadline**	
Identify recommended Financial Policies for creation of Financial Policy Handbook	March	2021
Create Investment Policy	June	2021
Create financial tools to monitor Investment Policy performance	October	2021
Development of Financial Policies in Handbook	December	2021

Strategy: 3. Technology Solutions	**Department Author:** Finance	
Goal: Sunset Treasurer's Financial System – AS400		
Action Steps	**Target Deadline**	
Create process outline of current AS400 Treasurer's Financial process	August	2021
Research & Select/Create replacement for Treasurer's Financial program	October	2021
Implement new cash book/trial balance process including bank reconciliations	November	2021

Strategy: 3. Technology Solutions	**Department Author:** Finance	
Goal: Implement Fixed Asset System		
Action Steps	**Target Deadline**	
Complete Inventory & Update Records of County's Capital Assets	December	2021
Research Fixed Asset tracking systems	December	2021
Implement Fixed Asset System	June	2022

Strategy: 5. Financial Security	**Department Author:** Finance	
Goal: Evaluate Audit Vendor		
Action Steps	**Target Deadline**	
Review current Audit Vendor (Cost, Process, etc)	March	2022
Conduct review for the other Audit Vendor options	May	2022
Determine if change Auditor Vendors	June	2022
If change is determined, notify State Auditor by August 1, 2022 (change applicable with 2023-2024 audits)	August	2022

Strategy: 3. Technology Solutions	**Department Author:** Finance	
Goal: Evaluate AP Software		
Action Steps	**Target Deadline**	
Evaluate current IFS system features and enhancements	September	2022
Research other Government AP Software Vendors	September	2022
Determine if change in vendor is warranted	December	2022
If change in determined, Implement new AP system	June	2023

Strategy: 5. Financial Security	**Department Author:** Finance	
Goal: Evaluate Budget Forecasting		
Action Steps	**Target Deadline**	
Research Budget Forecasting tools	December	2023

Strategy: 3. Technology Solutions	**Department Author:** Health and Human Services	
Goal: Implement telecommuting and mobile working options for employees.		
Action Steps	**Target Deadline**	
Review second phase of telecommuting; update workflow, program processes, technology, and security to accommodate staffing patterns and customer service needs.	March	2021
Develop remote supervision guidelines for Health and Human Services supervisors.	July	2021
Develop and implement an annual evaluation to review individual performance and team collaboration as it relates to working remotely.	December	2021

Strategy: 2. Facilities and Space	**Department Author:** Health and Human Services	
Goal: Evaluate use of space in St. Peter and North Mankato locations to ensure teams are strategically placed for collaboration and customer service needs.		
Action Steps	**Target Deadline**	
Evaluate use of space in St. Peter and North Mankato after the second phase of telecommuting is implemented.	February	2021
Re-organize physical space to accommodate collaboration, customer service, and future growth.	April	2021
Evaluate floor plans to create improved supervised family visitation areas and drop-in stations.	September	2021

Strategy: 4. Programs and Services	**Department Author:** Health and Human Services	
Goal: Strengthen and reinforce program fidelity to state standards.		
Action Steps	**Target Deadline**	
Transition the Collections team to the Finance Department, supervised by the Health and Human Services Fiscal Supervisor.	January	2021
Transition licensing to our Children's Services Program Supervisor.	January	2021
Complete evaluation of roles within the Health and Human Services Finance Department.	December	2021
Implement an annual review schedule and process for data privacy practices and ethics.	May	2021
Provide Civil Rights training to all Health and Human Services team members.	September	2021
Revise Health and Human Services' Civil Rights Plan and related website language	December	2021
Review and revise the Health and Human Services electronic communication policy.	June	2021

Strategy: 1. Collaborative Workplace	**Department Author:** Health and Human Services	
Goal: Transition to a merged Health and Human Services Department		
Action Steps	**Target Deadline**	
Finalize Health and Human Services Strategic Plan.	January	2021
Employee onboarding/mentor and employee recognition workgroups will submit their recommendations to the Health and Human Services leadership team.	June	2021
The Health and Human Services leadership team will review and implement recommendations from the employee onboarding/mentor and employee recognition workgroups.	October	2021
Implement internal workgroups for the identified need areas of diversity, customer service, prevention, and self-care.	May	2021
Develop internal service profile to allow for increased knowledge of services and customer service.	June	2021
Complete DISC training as a full Department.	November	2021
Complete a LEAN event to evaluate the administrative support provided to each of our teams.	January	2022
Develop a formal strategy to integrate the Community Health Worker position in all Health and Human Services teams.	March	2021
Each team will use the Health and Human Services Healthy Communication Road Map to facilitate team activities and the development of team agreements.	June	2021

Strategy: 3. Technology Solutions	**Department Author:** Health and Human Services	
Goal: Implement an effective electronic document management system		
Action Steps	**Target Deadline**	
Review Adoption files and transfer allowable items to the CaseWorks electronic document storage system.	August	2021
Review Veterans Services files and transfer allowable items into the Veterans Information Management System.	December	2022
Purchase electronic signature software to use in combination with our electronic document management system	January	2021
Implement internal processes for electronic signature.	March	2021
Develop an internal CaseWorks user group to identify efficiencies, training needs, and data transfers between editions	March	2021

Strategy: 4. Programs and Services	**Department Author:** Health and Human Services	
Goal: Provide a comprehensive public health response to the COVID-19 pandemic.		
	Target Deadline	
Provide Case Investigation and Contact Tracing in Nicollet County.	January	2022
Provide technical assistance and support to congregate living settings (including group homes, assisted living facilities, and skilled nursing facilities) and businesses with a cluster of three or more cases.	January	2022
Provide technical assistance and support to public, private, and charter schools.	January	2022
Communicate with partners and the public by facilitating community partner meetings, operating a resident support phone line, and posting on social media.	January	2022
Coordinate and distribute Personal Protective Equipment and other supplies as available.	January	2022
Prepare for and coordinate the provision of essential services (housing, transportation, food/water, and sanitizer/cleaning supplies) for COVID-19 positive residents when required.	January	2022
Complete community testing events and provide testing support for long-term care facilities.	January	2022
Administer vaccine for residents using federal and state prioritization guidelines.	January	2022

Strategy: 3. Technology Solutions	**Department Author:** Human Resources	
Goal: Implement Content Management		
Action Steps	**Target Deadline**	
Finalize content to be shared	January	2021
Populate all the content	February	2021
Review with payroll and OT	March	2021

Strategy: 1. Collaborative Workplace	**Department Author:** Human Resources	
Goal: Implement Monthly New Hire Orientation		
Action Steps	**Target Deadline**	
Create Power Point highlighting each department	February	2021
Discuss other items to include	March	2021
Communicate with department heads and supervisors	April	2021
Roll out the monthly orientation	April	2021

Strategy: 1. Collaborative Workplace	**Department Author:** Human Resources	
Goal: Begin Stay Interviews at Milestones		
Action Steps	**Target Deadline**	
Research and Finalize questions	January	2021
Create a monthly process to identify those with milestones	January	2021
Discuss with department heads and supervisors	January	2021
Begin stay interviews	February	2021

Strategy: 4. Programs and Services	**Department Author:** Human Resources	
Goal: Revise FMLA Policy/Provide Training		
Action Steps	**Target Deadline**	
Research any recent legislative changes	January	2022
Identify a few model policies to review	January	2022
Make recommended changes	February	2022
Implement with Board approval	April	2022
Provide training if deemed necessary	May	2022

Strategy: 1. Collaborative Workplace	**Department Author:** Human Resources	
Goal: Create Department Head/Supervisor Staff Development Program		
Action Steps	**Target Deadline**	
Identify key ongoing training	April	2021
Create an implementation plan	May	2021
Communicate with department heads and supervisors	May	2021
Implement phase one	July	2021

Strategy: 1. Collaborative Workplace	**Department Author:** Human Resources	
Goal: Conduct a Pulse Survey		
Action Steps	**Target Deadline**	
Pulse completed in 2020 – review results in 2021	January	2021
Identify any key results from survey	January	2021
Share results with all staff	January	2021
Discuss next steps with department heads and supervisors	February	2021

Strategy: 1. Collaborative Workplace	**Department Author:** Human Resources	
Goal: Research Innovative Benefit Offerings		
Action Steps	**Target Deadline**	
Review feedback from engagement survey and stay/exit interviews	June	2021
Prepare a short list of items to research	July	2021
Research best practices	July	2021
Discuss options with Administration	August	2021
Propose options to Board	September	Enter Year

Strategy: 1. Collaborative Workplace	**Department Author:** Human Resources	
Goal: Revise Employee Handbook		
Action Steps	**Target Deadline**	
Research any legislative changes	March	2023
Review handbook and any notes on feedback regarding changes	April	2023
Discuss at department meeting and obtain feedback	April	2023
Make recommended changes	June	2023
Review with Board and Administration for approval	July	2023

Strategy: 4. Programs and Services	**Department Author:** Human Resources	
Goal: Revise Safety Manual		
Action Steps	**Target Deadline**	
Review manual proposed by Safe Assure	June	2021
Make recommended changes based on internal processes	August	2021
Review with Administration	August	2021
Present to Board for approval	September	2021

Strategy: 4. Programs and Services	**Department Author:** Human Resources	
Goal: Continue Employer Branding efforts		
Action Steps	**Target Deadline**	
Implement Employer Brand statement	January	2021
Obtain employee testimonials	February	2021
Gather short list of high rated items in engagement survey	January	2021
Create a branding page on our website	April	2021
Create a document for interviews	April	2021

Strategy: 1. Collaborative Workplace	**Department Author:** Human Resources	
Goal: Create training binders for each department		
Action Steps	**Target Deadline**	
Work with each department/unit on basic training for new hires	March	2021
Gather needed information/documents	June	2021
Assist in creating a documented training for each department/unit	August	2021

Strategy: 1. Collaborative Workplace	**Department Author:** Human Resources	
Goal: Create Employer Brand cards		
Action Steps	**Target Deadline**	
Finalize the content of the cards	January	2021
Research options for printing	March	2021
Provide to each employee and new hires going forward	May	2021

Strategy: 1. Collaborative Workplace	**Department Author:** Human Resources	
Goal: Respectful Workplace Training		
Action Steps	**Target Deadline**	
Research trainers	April	2021
Finalize dates	May	2021
Conduct training	July	2021

Strategy: 4. Programs and Services	**Department Author:** Human Resources	
Goal: Provide formal education on managing benefit accounts		
Action Steps	**Target Deadline**	
Identify which benefits have a strong online service	March	2021
Create training on how to use each	April	2021
Schedule and conduct training	May	2021

Strategy: 4. Programs and Services	**Department Author:** Human Resources	
Goal: Create informational packet for retirements		
Action Steps	**Target Deadline**	
Discuss steps and forms needed	September	2021
Create a document with step by step considerations	September	2021
Create a packet with all materials needed	September	2021

Strategy: 3. Technology Solutions	**Department Author:** Property and Public Services	
Goal: Public assessment file documents scanned into the CAMAvision DMS.		
Action Steps	**Target Deadline**	
Identify staffing options for the project.	Completed	
Identify, remove, and dispose of documents from paper assessment files that have no retention value.	December	2023
Scan retained documents into CAMAvision electronic parcel files and dispose of originals.	December	2024

Strategy: 3. Technology Solutions	**Department Author:** Property and Public Services	
Goal: Historical non-public parcel documents i.e. homestead and activity farming applications scanned into secure Laserfiche file.		
Action Steps	**Target Deadline**	
Scan 25% of homestead documents into secure Laser fiche file and destroy originals.	Completed	
Scan 25% of homestead documents into secure Laser fiche file and destroy originals.	Completed	
Scan 25% of homestead documents into secure Laser fiche file and destroy originals.	Completed	
Scan 25% of homestead documents into secure Laser fiche file and destroy originals.	December	2022
Scan historical actively farming applications and destroy originals.	December	2023

Strategy: 4. Programs and Services	**Department Author:** Property and Public Services	
Goal: Attain mandated quintile inspection compliance with current staffing levels.		
Action Steps	**Target Deadline**	
Gather quintile inspection information from Minnesota Department of Revenue, Minnesota Statues, and other counties.	Completed	
Revise quintile inspection guidelines to ensure compliance and efficiency.	Completed	
Implement strategies to streamline the inspection process.	Completed	
Monitor quintile inspection compliance progress and modify inspection process as needed.	In Progress	
Attain quintile inspection compliance.	December	2022

Strategy: 4. Programs and Services	**Department Author:** Property and Public Services	
Goal: Update comprehensive land use plan.		
Action Steps	**Target Deadline**	
Enter into formal agreement with consultant to begin update process.	Completed	
Work collaboratively with consultant to gather data and identify goals and objectives.	Completed	
Adopt updated plan, including new goals and objectives.	January	2021
Amend zoning ordinance to reflect new goals and objections of the comprehensive plan.	December	2021

Strategy: 4. Programs and Services	**Department Author:** Property and Public Services	
Goal: Redetermination of County Ditch benefits		
Action Steps	**Target Deadline**	
Recommend ditches for Redetermination of Benefits (ROB).	December	2023
County authorize ROB.	December	2023
Individual ROB information meetings.	December	2023
Conduct Preliminary and Final ROB hearings.	December	2023

Strategy: 4. Programs and Services	**Department Author:** Probation	
Goal: Change of Delivery System from County Probation to Community Corrections		
Action Steps	**Target Deadline**	
Compile lists of programs, leases and forms that need to be updated	January	2021
Create committees for comprehensive plan, training and transition team	January	2021
Send notifications to computer programs partners; BAC, ICOTS, S3 and STI	March	2021
Update forms and policies with Community Corrections Information and notify local law enforcement agencies of change	April	2021
Create Community Corrections Advisory Board	April	2021
Complete and submit Comprehensive plan to DOC using the Long Format requirements list	May	2021
Meet with Finance Department to finalize budgeting and funding	June	2021
Update workflow related caseloads for agents	June	2021

Strategy: 2. Facilities and Space	**Department Author:** Probation	
Goal: Implement safety upgrades to North Mankato Probation Office		
Action Steps	**Target Deadline**	
Evaluate office spaces in North Mankato office to limit public access to Probation agent's office area.	January	2021
Research the possibility of a separate UA room in North Mankato office	January	2021
Research security camera options for hallway and conference/meeting rooms	February	2021
Update policies to include safety changes	April	2021

Strategy: 4. Programs and Services	**Department Author:** Probation	
Goal: Evaluate Drug Testing options		
Action Steps	**Target Deadline**	
Review current drug testing supplies vendor.	January	2021
Research other vendors and testing options to determine what if any changes equipment options best work for Probation clientele.	February	2021
Implement any changes to testing options, update policies and forms.	June	2021
Train staff on any new testing options.	July	2021

Strategy: 2. Facilities and Space	**Department Author:** Public Works	
Goal: Reconstruct CSAH 15-TH 111 to CR 51		
Action Steps	**Target Deadline**	
Finish ROW Plat and Draft Plan Set	January	2021
Hire Appraiser for valuation for ROW acquisition	February	2021
Finalize Plans, specs, proposal, and secure permits	August	2021
Secure new ROW & TEMP easements	November	2021
Begin Construction	May	2022
Complete Construction	October	2023

Strategy: 2. Facilities and Space	**Department Author:** Public Works	
Goal: Repair CSAH 21 Slope Failure		
Action Steps	**Target Deadline**	
Hire consultant for final plans, specs, permits, etc	January	2021
Develop Project Memo/Environmental Permits, Plans and Specifications	June	2021
Secure new ROW	July	2021
Complete Construction	November	2021

Strategy: 2. Facilities and Space	**Department Author:** Public Works	
Goal: Complete Space & Location Study for Main Public Works Facility		
Action Steps	**Target Deadline**	
Solicit RFP from consultants.	June	2021
Hire consultant to perform Space and Location Study for new main Public Works Facility	August	2021
Report/Study Complete	January	2022

Strategy: 4. Programs and Services	**Department Author:** Public Works	
Goal: Develop and Implement Drainage Repair Policy		
Action Steps	**Target Deadline**	
Revise draft drainage repair policy	May	2022
Present draft policy to County Board	August	2022
Approve and implement policy	October	2022

Strategy: 5. Financial Security	**Department Author:** Public Works	
Goal: Update Cost Participation Policies Applicable to Cooperative Highway Projects Between Nicollet County and Other Agencies		
Action Steps	**Target Deadline**	
Revise current adopted policy 9-22-2009	October	2021
Present revised draft to County Board	December	2021
Solicit comments from cities and townships within Nicollet County	January	2022
Present final draft to County Board for approval	April	2022

Strategy: 5. Financial Security	**Department Author:** Public Works	
Goal: Update 5 Year Road & Bridge Capital Improvement Plan (2021-2025)		
Action Steps	**Target Deadline**	
Revise current 5 year road and bridge capital improvement plan	October	2021
Include updated plan in overall County wide capital improvement plan	November	2021
Design, Fund, and construct projects within plan.	November	2025

Strategy: 2. Facilities and Space	**Department Author:** Public Works	
Goal: Develop and Implement Upgraded Trail Signage for 7 Mile Creek Park		
Action Steps	**Target Deadline**	
Identify trail signage needs.	February	2021
Develop trail signage theme	April	2021
Manufacture new signs	June	2021
Installation of new trail signage	September	2021

Strategy: 2. Facilities and Space	**Department Author:** Public Works	
Goal: Implement facility improvements at Minnemishinona Falls Park (Playground equipment and entrance/exit and parking area pavement)		
Action Steps	**Target Deadline**	
Identify type of playground system and space needs for that system	February	2023
Develop plans and specs for site grading and pavement improvements	June	2023
Develop cost estimate for playground system and pavement improvements	June	2023
Secure funding for playground system and pavement improvements	June	2024
Complete playground system install and pavement improvements	August	2025

Strategy: 3. Technology Solutions	**Department Author:** Recorder's Office	
Goal: Inverting Photostatic Documents into Image System		
Action Steps	**Target Deadline**	
Consult with imaging vendors and Technologies	Completed	
Hire Vendor to image documents and combine with current images	Completed	
Proof images after vendor completion-currently some missing	February	2021
Relocate books to North Mankato vault	June	2021
Implement access to documents through image system	Completed	

Strategy: 3. Technology Solutions	**Department Author:** Recorder's Office	
Goal: Utilize electronic file management system to implement permanency of records		
Action Steps	**Target Deadline**	
Image all Torrens Certificates into image software	December	2021
Register all paper Torrens Certificates electronically in RecordEASE	December	2021

Strategy: 4. Programs and Services	**Department Author:** Recorder's Office	
Goal: Improve service delivery of online searches by implementing credit card access for web users		
Action Steps	**Target Deadline**	
WCI to write credit card program to work with RecordEASE	Completed	2020
Test program in RecordEASE	Completed	2020
Train Web Users on credit card usage	Completed	2020
Put notice/instructions on website for one time Web Users	Completed	2020
Collaborate with Finance Department to develop a process for daily reporting of credit card fees.	Completed	

Strategy: 1. Collaborative Workplace	**Department Author:** Sheriff's Office	
Goal: Improve record retention of office reports and personnel files by purging old, and selecting an electronic data management system.		
Action Steps	**Target Deadline**	
Develop process to purge old office reports and review personnel files	January	2021
Determine appropriate access and efficient location of paper personnel files to eliminate multiple copies	January	2021
Research and select a data management system to house personnel files electronically	January	2021

Strategy: 1. Collaborative Workplace	**Department Author:** Sheriff's Office	
Goal: Develop and hire full time position to handle all electronic media management		
Action Steps	**Target Deadline**	
Determine all electronic files that would require management (video, photos, etc.)	January	2022
Consult with Office of Technology to select appropriate management method for electronic files of varying media	July	2021
Develop job description for position	September	2021
Select and hire new position	January	2022

Strategy: 1. Collaborative Workplace	**Department Author:** Sheriff's Office	
Goal: Develop evidence storage protocols and solutions with County Attorney's Office		
Action Steps	**Target Deadline**	
Discuss retention of evidence with County Attorney	September	2021
Develop retention schedule of evidence based on level of crime and per state statue.	January	2022

Strategy: 3. Technology Solutions	**Department Author:** Sheriff's Office	
Goal: Research ways to share Emergency Management resource lists with other departments		
Action Steps	**Target Deadline**	
Emergency Management will survey County departments to determine which lists should be shared	December	2020
Collaborate with IT to develop process to give access to shared lists and means to keep updated	July	2021
Grant users access to resource lists	December	2021

Strategy: 3. Technology Solutions	**Department Author:** Sheriff's Office	
Goal: Implement electronic medical records		
Action Steps	**Target Deadline**	
Review electronic systems available and analyze work flow	December	2021
Purchase new medical records system	January	2022
Train staff on proper use of new system	February	2022
Implement use of new system within department	February	2022
Scan old medical records into Laserfiche	September	2022

Strategy: 3. Technology Solutions	**Department Author:** Sheriff's Office	
Goal: Implement a Sheriff's Office social media account		
Action Steps	**Target Deadline**	
Review social media options	October	2021
Develop policy for use and monitoring	December	2021
Collaborate with Human Resources to develop a social media strategy and assign designated staff	January	2022
Train designated staff on policy and responsibilities of use	January	2022
Implement accounts	January	2022

Strategy: 4. Programs and Services	**Department Author:** Soil and Water Conservation District	
Goal: Participate in One Watershed One Plan for the Lower Minnesota Watershed		
Action Steps	**Target Deadline**	
Enter into agreement with participating counties	Completed	2020
Work with consultant/counties to gather data, identify projects, identify goals and objectives	December	2022
Adopted one watershed one plan for Lower Minnesota Watershed	August	2023
Apply for funding for priority projects	December	2023

Strategy: 3. Technology Solutions	**Department Author:** Soil and Water Conservation District	
Goal: Scan project folders and easement records		
Action Steps	**Target Deadline**	
Develop storage space for records	Completed	2020
Develop checklist for required documents to be scanned	Completed	2020
Scan documents into digital format	December	2021

Strategy: 3. Technology Solutions	**Department Author:** Soil and Water Conservation District	
Goal: Upgrade phone system and computer system		
Action Steps	**Target Deadline**	
Determine upgrades of phones and computers with Office of Technologies	Completed	2020
Develop schedule for replacement of computers, servers, and phone system	June	2021
Update equipment according to schedule	June	2021

Strategy: 4. Programs and Services	**Department Author:** Soil and Water Conservation District	
Goal: Develop Conservation Cost Share using Capacity Funding		
Action Steps	**Target Deadline**	
Develop eligible practices for cost-share, rates, target areas	January	2021
Adopt resolution for setting aside funding for projects	June	2021
Fund & complete high priority conservation projects	December	2022

Strategy: 3. Technology Solutions	**Department Author:** Technologies	
Goal: Move to SIP infrastructure for telecommunications and data infrastructure across the County.		
Action Steps	**Target Deadline**	
Identify legacy items that need upgrades to move to the more flexible technology.	March	2021
Align with current technologies to migrate from PRI cards and numbers	September	2021

Strategy: 3. Technology Solutions	**Department Author:** Technologies	
Goal: Replace Inventory and Capital Assets program.		
Action Steps	**Target Deadline**	
Determine needs of other departments utilizing current AS400 application	March	2021
Determine and scrub current data to prepare for migration of current data	August	2021
Migrate data, train other departments in new system	September	2021
Remove and decommission current Fixed Asset program from AS400	October	2021

Strategy: 3. Technology Solutions	**Department Author:** Technologies	
Goal: Migrate Windows platform to up-to-date and consistent platform for enterprise organization		
Action Steps	**Target Deadline**	
Identify legacy programs that cause difficulties in utilizing new technology	Completed	Enter Year
Determine best departments to migrate for highest efficiencies, based on program findings	Completed	Enter Year
Implement migration to new platform/upgrade plan. VDI pool	Completed	Enter Year
Plan business lines of applications to create for departments migrating	March	2021
Move and remove old VDI pool from infrastructure.	July	2021

Strategy: 3. Technology Solutions	**Department Author:** Technologies	
Goal: Complete Phase 2 of Caseworks for HHS.		
Action Steps	**Target Deadline**	
Phase One operational for HHS	Completed	2020
Complete Migrations for Phase One of legacy data	In Progress	2021
Phase Two of CaseWorks for HHS (Social Workers)	Completed	2020
Complete Migration for Phase Two of legacy data	March	2021

Nicollet County Board of Commissioners
Board Meeting Agenda Item

NICOLLET COUNTY EST. 1853

Agenda Item:

Approved Auditor Warrants

Primary Originating Division/Dept.: Finance Department	Meeting Date: 1/26/2021
Contact: Title:	Item Type: (Select One) Regular Agenda
Amount of Time Requested minutes	
Presenter: Title:	Attachments: ○ Yes ◉ No

County Strategy: (Select One) Financial Security - prudent use of taxpayer resources

BACKGROUND/JUSTIFICATION:

Supporting Documents: ○ Attached ○ In Signature Folder ◉ None

Prior Board Action Taken on this Agenda Item: ○ Yes ◉ No

If "yes", when? (provide year; mm/dd/yy if known)

Approved by County Attorney's Office: ○ Yes ○ No ◉ N/A

ACTION REQUESTED:

FISCAL IMPACT: Other
(Select One)

If "Other", specify

FUNDING
County Dollars =

Grant
(Select One)

Total

FTE IMPACT: No FTE change
(Select One)

If "Increase or "Decrease" specify:

Related Financial/FTE Comments:

*** Nicollet County ***

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

Print List in Order By:	2	1 - Fund (Page Break by Fund) 2 - Department (Totals by Dept) 3 - Vendor Number 4 - Vendor Name	Page Break By:	1	1 - Page Break by Fund 2 - Page Break by Dept
Explode Dist. Formulas?:	N				
Paid on Behalf Of Name on Audit List?:	N				
Type of Audit List:	D	D - Detailed Audit List S - Condensed Audit List			
Save Report Options?:	N				

	Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
12	DEPT					COURTS - CHIPS/TPR CASES-UNFUND M			
	6182	**CHESLEY LAW FIRM**							
		01-012-000-0000-6261	AP	2	2,000.00	CLAIMS FOR TPR/CHIPS DEC 12/01/2020 12/31/2020	JAN21	PROF SRV-CHIPS/TPR CASE UNFUNI	Y
	6182	**CHESLEY LAW FIRM**			**2,000.00**	**1** Transactions			
	1151	**WEINANDT/ELIZABETH**							
		01-012-000-0000-6261	AP	2	2,000.00	CLAIMS FOR TPR/CHIPS 12/01/2020 12/31/2020	JAN21	PROF SRV-CHIPS/TPR CASE UNFUNI	Y
	1151	**WEINANDT/ELIZABETH**			**2,000.00**	**1** Transactions			
12	**DEPT Total:**				**4,000.00**	**COURTS - CHIPS/TPR CASES-UNFUND M**	**2 Vendors**	**2 Transactions**	
63	DEPT					OFFICE OF TECHNOLOGIES			
	145	**CENTURYLINK**							
		01-063-000-0000-6262	AP	2	17.78	LAFAYETTE SHOP 2020 12/25/2020 12/31/2020	301262599	DATA PROCESSING SERVICES	N
		01-063-000-0000-6262			63.51	LAFAYETTE SHOP 2020 01/01/2021 01/25/2021	301262599	DATA PROCESSING SERVICES	N
	145	**CENTURYLINK**			**81.29**	**2** Transactions			
	698	**RIVER BEND BUSINESS PRODUCTS**							
		01-063-000-0000-6310	AP	2	2,084.16	CONTRACT PAYMENT 11/26/2020 12/31/2020	518838	EQUIPMENT REPAIRS & MAINTENANC	N
	698	**RIVER BEND BUSINESS PRODUCTS**			**2,084.16**	**1** Transactions			
	2571	**US BANK EQUIPMENT & FINANCE**							
		01-063-000-0000-6310	AP	2	143.44	RICOH 500-0619481 CONTRACT 11/26/2020 12/31/2020	432118248	EQUIPMENT REPAIRS & MAINTENANC	N
		01-063-000-0000-6310	AP	2	14.34	RICOH 500-0619481 LATE CHARGE 11/26/2020 12/31/2020	432118248	EQUIPMENT REPAIRS & MAINTENANC	N
	2571	**US BANK EQUIPMENT & FINANCE**			**157.78**	**2** Transactions			
63	**DEPT Total:**				**2,323.23**	**OFFICE OF TECHNOLOGIES**	**3 Vendors**	**5 Transactions**	
85	DEPT					OTHER GEN GOVT COSTS & INSURANCE			
	6229	**EYEMED/FIDELITY SECURITY LIFE**							
		01-085-000-0000-6152			10.02	VISION/JAN/K CONLON	JAN21	VISION INS CO SHARE	N

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Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
					01/01/2021 01/31/2021			
6229	**EYEMED/FIDELITY SECURITY LIFE**			**10.02**	**1** Transactions			
294	**FIRST NATIONAL BANK**							
	01-085-000-0000-6156			145.83	MCCABE VEBA CONTRIBUTION JAN	JAN21	INSURANCES-CO SHARE RETIREE/SV	N
					01/01/2021 01/31/2021			
	01-085-000-0000-6156			145.83	MAAS VEBA CONTRIBUTION JAN	JAN21	INSURANCES-CO SHARE RETIREE/SV	N
					01/01/2021 01/31/2021			
	01-085-000-0000-6156			529.50	STENSON VEBA CONTRIBUTION JAN	JAN21	INSURANCES-CO SHARE RETIREE/SV	N
					01/01/2021 01/31/2021			
294	**FIRST NATIONAL BANK**			**821.16**	**3** Transactions			
7086	**PIONEER BANK**							
	01-085-000-0000-6156			2,192.00	MCCABE/HEALTH/JAN	JAN21	INSURANCES-CO SHARE RETIREE/SV	N
					01/01/2021 01/31/2021			
	01-085-000-0000-6156			2,192.00	MAAS/HEALTH/JAN	JAN21	INSURANCES-CO SHARE RETIREE/SV	N
					01/01/2021 01/31/2021			
	01-085-000-0000-6156			2,192.00	CONLON/HEALTH/JAN	JAN21	INSURANCES-CO SHARE RETIREE/SV	N
					01/01/2021 01/31/2021			
7086	**PIONEER BANK**			**6,576.00**	**3** Transactions			
7087	**PIONEER BANK**							
	01-085-000-0000-6158			55.00	MCCABE/DENTAL/JAN	JAN21	DENTAL INS CO SHARE	N
					01/01/2021 01/31/2021			
	01-085-000-0000-6158			55.00	MAAS/DENTAL/JAN	JAN21	DENTAL INS CO SHARE	N
					01/01/2021 01/31/2021			
7087	**PIONEER BANK**			**110.00**	**2** Transactions			
85	**DEPT Total:**			**7,517.18**	**OTHER GEN GOVT COSTS & INSURANCI**	**4 Vendors**	**9 Transactions**	
110	DEPT				TELEPHONE			
6251	**CONSOLIDATED COMMUNICATIONS**							
	01-110-000-0000-6201	AP	2	1,269.40	METROLAN	5071501332	TELEPHONE	N
					12/22/2020 12/31/2020			
	01-110-000-0000-6201			2,284.82	METROLAN	5071501332	TELEPHONE	N
					01/01/2021 01/18/2021			
	01-110-000-0000-6201	AP	2	42.80	DSL/INT/PH	5072253473	TELEPHONE	N
					12/22/2020 12/31/2020			
	01-110-000-0000-6201			76.92	DSL/INT/PH	5072253473	TELEPHONE	N

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Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
					01/01/2021 01/18/2021			
	01-110-000-0000-6201			2,294.24	LANDLINES/LD	5079344480	TELEPHONE	N
					01/01/2021 01/18/2021			
	01-110-000-0000-6201	AP	2	1,274.60	LANDLINES/LD	5079344485	TELEPHONE	N
					12/22/2020 12/31/2020			
6251	**CONSOLIDATED COMMUNICATIONS**			**7,242.78**	**6** Transactions			
996	**DEXYP**							
	01-110-000-0000-6240	AP	2	26.24	PH LISTING/DEC PLUS LATE CHRG	110480245	ADVERTISING & LEGAL NOTICES	N
					12/01/2020 12/31/2020			
996	**DEXYP**			**26.24**	**1** Transactions			
110	**DEPT Total:**			**7,269.02**	**TELEPHONE**	**2 Vendors**	**7 Transactions**	
207	DEPT				PRISONER COMMISSIONS ACCOUNT			
6528	**MEDIACOM**							
	01-207-000-0000-6251			141.35	CABLE JAN	8384922910.45	CABLEVISION SERVICE	N
					01/01/2021 01/31/2021			
6528	**MEDIACOM**			**141.35**	**1** Transactions			
207	**DEPT Total:**			**141.35**	**PRISONER COMMISSIONS ACCOUNT**	**1 Vendors**	**1 Transactions**	
605	DEPT				NICOLLET SOIL & WATER CONSERVATIC			
6229	**EYEMED/FIDELITY SECURITY LIFE**							
	01-605-000-0000-6152			5.27	VISION/JAN/JUDY	JAN21	VISION INS CO SHARE	N
					01/01/2021 01/31/2021			
6229	**EYEMED/FIDELITY SECURITY LIFE**			**5.27**	**1** Transactions			
326	**NICOLLET SOIL & WATER**							
	01-605-000-0000-6902			114,296.50	1ST HALF 2021 APPROPRIATIONS	JAN21	APPROPRIATIONS/BOUNTIES	N
					01/01/2021 06/30/2021			
326	**NICOLLET SOIL & WATER**			**114,296.50**	**1** Transactions			
605	**DEPT Total:**			**114,301.77**	**NICOLLET SOIL & WATER CONSERVATI**	**2 Vendors**	**2 Transactions**	
701	DEPT				ECONOMIC DEVELOPMENT/APPROPRIA			
8978	**SMALL BUSINESS DEVELOPMENT CENTEI**							
	01-701-000-0005-6902			2,000.00	2021 APPROPRIATIONS	JAN21	SM BUSINESS DEVELOP CENTER/API	N

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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
					01/01/2020 12/31/2021			
	8978	**SMALL BUSINESS DEVELOPMENT CENTEI**		**2,000.00**	**1** Transactions			
	562	**SOUTHERN MINNESOTA TOURISM ASSOCI**						
		01-701-000-0003-6902		1,636.35	2021 APPROPRIATIONS	1121	SOUTHERN MN TOURISM/APPROPRI/	N
					01/01/2021 12/31/2021			
	562	**SOUTHERN MINNESOTA TOURISM ASSOCI**		**1,636.35**	**1** Transactions			
701	**DEPT Total:**			**3,636.35**	**ECONOMIC DEVELOPMENT/APPROPRIA**	**2 Vendors**	**2 Transactions**	
1	**Fund Total:**			**139,188.90**	**GENERAL REVENUE FUND**		**28 Transactions**	

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Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
320	DEPT				ROAD & BRIDGE (MAINTENANCE)			
395	**BENCO ELECTRIC COOPERATIVE**							
	10-320-000-0000-6282	AP	2	36.88	CO ROAD 6 & TWP 125 11/20/2020 12/20/2020	11122102	CO CONTRACTS-GRVL CRSHG,CRCK	N
	10-320-000-0000-6282	AP	2	36.09	LIGHT AT HWY 111 & CSAH 5 11/20/2020 12/20/2020	11122103	CO CONTRACTS-GRVL CRSHG,CRCK	N
	10-320-000-0000-6282	AP	2	38.07	LIGHT AT HWY 111 & CSAH 1 11/20/2020 12/20/2020	11122104	CO CONTRACTS-GRVL CRSHG,CRCK	N
	10-320-000-0000-6282	AP	2	35.81	LIGHT AT HWY 111 & CSAH 15 11/20/2020 12/20/2020	11122105	CO CONTRACTS-GRVL CRSHG,CRCK	N
	10-320-000-0000-6282	AP	2	36.38	2 LIGHTS AT US 14 & CO RD 17 11/20/2020 12/20/2020	492545	CO CONTRACTS-GRVL CRSHG,CRCK	N
	10-320-000-0000-6282	AP	2	30.19	LIGHT AT US HWY 99 & CO RD 13 11/20/2020 12/20/2020	95	CO CONTRACTS-GRVL CRSHG,CRCK	N
395	**BENCO ELECTRIC COOPERATIVE**			**213.42**	**6** Transactions			
394	**XCEL ENERGY**							
	10-320-000-0000-6282	AP	2	18.94	LIGHT AT 710 MAIN ST NICOLLET 11/23/2020 12/27/2020	709914476	CO CONTRACTS-GRVL CRSHG,CRCK	N
394	**XCEL ENERGY**			**18.94**	**1** Transactions			
320	**DEPT Total:**			**232.36**	**ROAD & BRIDGE (MAINTENANCE)**	**2 Vendors**	**7 Transactions**	
330	DEPT				EQUIPMENT INVENTORY & SHOP			
6283	**CENTERPOINT ENERGY**							
	10-330-000-0000-6250	AP	2	136.28	NICOLLET SHOP GAS 20151653126 11/19/2020 12/18/2020	6101351-2	ELECTRICITY, WATER, SEWER	N
6283	**CENTERPOINT ENERGY**			**136.28**	**1** Transactions			
143	**CITY OF LAFAYETTE**							
	10-330-000-0000-6250	DTG	1	71.85	LAFAYETTE SHOP WATER & SEWER 11/26/2020 12/22/2020	130	ELECTRICITY, WATER, SEWER	N
143	**CITY OF LAFAYETTE**			**71.85**	**1** Transactions			
2868	**JOHANNECK WATER CONDITIONING INC**							
	10-330-000-0000-6250	AP	2	27.00	KLOSSSNER SHOP SOFTEN RENTAL 12/01/2020 12/31/2020	SR0912-2-4427	ELECTRICITY, WATER, SEWER	N
	10-330-000-0000-6250	AP	2	27.00	LAFAYETTE SHOP SOFTEN RENTAL 12/01/2020 12/31/2020	SR0912-2-4427	ELECTRICITY, WATER, SEWER	N

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Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
2868	**JOHANNECK WATER CONDITIONING INC**			**54.00**	**2** Transactions			
394	**XCEL ENERGY**							
	10-330-000-0000-6250	AP	2	222.77	NICOLLET SHOP ELECTRIC 805MAIN 11/23/2020 12/27/2020	709859585	ELECTRICITY, WATER, SEWER	N
	10-330-000-0000-6250	AP	2	144.32	LAFAYETTE SHOP ELECTRIC 11/30/2020 12/30/2020	710410509	ELECTRICITY, WATER, SEWER	N
394	**XCEL ENERGY**			**367.09**	**2** Transactions			
330	**DEPT Total:**			**629.22**	**EQUIPMENT INVENTORY & SHOP**	**4 Vendors**	**6 Transactions**	
370	DEPT				PARK DEPARTMENT			
395	**BENCO ELECTRIC COOPERATIVE**							
	10-370-000-0000-6250	AP	2	26.69	FALLS PARK ELECTRIC 11/20/2020 12/20/2020	338367	ELECTRICITY, WATER, SEWER	N
	10-370-000-0000-6250	AP	2	37.92	7 MILE CREEK ELECTRIC 11/20/2020 12/20/2020	492546	ELECTRICITY, WATER, SEWER	N
	10-370-000-0000-6250	AP	2	28.26	7 MILE CREEK ELECTRIC 11/20/2020 12/20/2020	95	ELECTRICITY, WATER, SEWER	N
	10-370-000-0000-6250	AP	2	19.50	7 MILE CREEK ELECTRIC 11/20/2020 12/20/2020	95	ELECTRICITY, WATER, SEWER	N
	10-370-000-0000-6250	AP	2	286.78	7 MILE CREEK ELECTRIC 11/20/2020 12/20/2020	95	ELECTRICITY, WATER, SEWER	N
395	**BENCO ELECTRIC COOPERATIVE**			**399.15**	**5** Transactions			
4179	**ON SITE SANITATION INC**							
	10-370-000-0000-6250	AP	2	19.00	7 MILE PARK RESTROOMS REG 12/26/2020 12/31/2020	1059211A	ELECTRICITY, WATER, SEWER	N
	10-370-000-0000-6250			70.00	7 MILE PARK RESTROOMS REG 01/01/2021 01/22/2021	1059211B	ELECTRICITY, WATER, SEWER	N
4179	**ON SITE SANITATION INC**			**89.00**	**2** Transactions			
370	**DEPT Total:**			**488.15**	**PARK DEPARTMENT**	**2 Vendors**	**7 Transactions**	
10	**Fund Total:**			**1,349.73**	**ROAD AND BRIDGE**		**20 Transactions**	

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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
430	DEPT				SOCIAL SERVICES			
	6671 **Walmart Community Brc**							
	11-430-711-1640-6014	AP	2	156.34	FAMILY ASSESSMENT RESPONSE SER	DEC20	FAMILY ASSESSMENT RESPONSE SE	N
	11-430-711-1640-6014	AP	2	4.61	FAMILY ASSESSMENT RESPONSE SER	NOV20	FAMILY ASSESSMENT RESPONSE SE	N
	6671 Walmart Community Brc			**160.95**	**2** Transactions			
430	**DEPT Total:**			**160.95**	**SOCIAL SERVICES**	**1 Vendors**	**2 Transactions**	
11	**Fund Total:**			**160.95**	**HUMAN SERVICES FUND**		**2 Transactions**	

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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
350	DEPT				DEBT SERVICE			
	6260	**US BANK ST PAUL**						
		36-350-000-0000-6701		310,000.00	2018 B CAPTIAL IMPROV PRIN 01/07/2021 01/07/2021	1696916	DEBT SERVICE - PRINCIPAL	N
		36-350-000-0000-6702		31,125.00	2018 B CAPTIAL IMPROV INT 01/07/2021 01/07/2021	1696916	DEBT SERVICE - INTEREST	N
		36-350-000-0000-6701		515,000.00	2018C REFUNDING BOND R&B 01/07/2021 01/07/2021	1696917	DEBT SERVICE - PRINCIPAL	N
		36-350-000-0000-6702		44,200.00	2018C REFUNDING BOND R&B 01/07/2021 01/07/2021	1696917	DEBT SERVICE - INTEREST	N
		36-350-000-0000-6701		815,000.00	2013A GEN OBLIGATION CAPT IMPR 01/07/2021 01/07/2021	1698337	DEBT SERVICE - PRINCIPAL	N
		36-350-000-0000-6702		41,750.00	2013A GEN OBLIGATION CAPT IMPR 01/07/2021 01/07/2021	1698337	DEBT SERVICE - INTEREST	N
	6260	**US BANK ST PAUL**		**1,757,075.00**	**6** Transactions			
350	**DEPT Total:**			**1,757,075.00**	**DEBT SERVICE**	**1 Vendors**	**6 Transactions**	
36	**Fund Total:**			**1,757,075.00**	**BONDED DEBT FUND**		**6 Transactions**	

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	Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
650	DEPT					COUNTY DITCHES			
	395	**BENCO ELECTRIC COOPERATIVE**							
		41-650-837-0000-6250	AP	2	120.38	CD76A PUMP 11/21/2020 12/20/2020	8550	ELECTRICITY, WATER & SEWER	N
	395	**BENCO ELECTRIC COOPERATIVE**			**120.38**	**1** Transactions			
	6260	**US BANK ST PAUL**							
		41-650-831-0000-6701			150,000.00	2018A CD62A DITCH PRIN 01/07/2021 01/07/2021	1696915	DEBT SERVICE - PRINCIPAL	N
		41-650-831-0000-6702			28,192.50	2018A CD62A DITCH INT 01/07/2021 01/07/2021	1696915	DEBT SERVICE - INTEREST	N
		41-650-813-0000-6701			45,000.00	2018C CD29A REFUNDING BOND 01/07/2021 01/07/2021	1696917	DEBT SERVICE - PRINCIPAL	N
		41-650-813-0000-6702			2,700.00	2018C CD29A REFUNDING BOND 01/07/2021 01/07/2021	1696917	DEBT SERVICE - INTEREST	N
	6260	**US BANK ST PAUL**			**225,892.50**	**4** Transactions			
650	**DEPT Total:**				**226,012.88**	**COUNTY DITCHES**	**2 Vendors**	**5 Transactions**	
41	**Fund Total:**				**226,012.88**	**DITCH FUND**		**5 Transactions**	

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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
828	DEPT			REFUNDING			
	2542 **CORELOGIC CENTRALIZED REFUNDS**						
	80-828-000-0000-6801		776.00	REFUND 06.018.0100	JAN21	REFUNDS	N
	2542 CORELOGIC CENTRALIZED REFUNDS		**776.00**	**1** Transactions			
828	**DEPT Total:**		**776.00**	**REFUNDING**	**1 Vendors**	**1 Transactions**	
80	**Fund Total:**		**776.00**	**SETTLEMENT FUND**		**1 Transactions**	
	Final Total:		**2,124,563.46**	**29 Vendors**	**62 Transactions**		

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Recap by Fund	Fund	Amount	Name
	1	139,188.90	GENERAL REVENUE FUND
	10	1,349.73	ROAD AND BRIDGE
	11	160.95	HUMAN SERVICES FUND
	36	1,757,075.00	BONDED DEBT FUND
	41	226,012.88	DITCH FUND
	80	776.00	SETTLEMENT FUND
	All Funds	2,124,563.46	Total

Approved by, ...

..... 1.26.2021

.....

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*** Nicollet County ***

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

Print List in Order By:	2	1 - Fund (Page Break by Fund) 2 - Department (Totals by Dept) 3 - Vendor Number 4 - Vendor Name	Page Break By:	1	1 - Page Break by Fund 2 - Page Break by Dept
Explode Dist. Formulas?:	N				
Paid on Behalf Of Name on Audit List?:	N				
Type of Audit List:	D	D - Detailed Audit List S - Condensed Audit List			
Save Report Options?:	N				

	Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
0	DEPT				...			
	6230	**AIG FUNDS**						
		01-000-000-0000-2234		1,782.23			ROTH IRA PAYABLE (SUNAMERICA)	N
	6230	**AIG FUNDS**		**1,782.23**	**1** Transactions			
	6227	**COLONIAL LIFE & ACCIDENT INSURANCE**						
		01-000-000-0000-2125		5.33			COLONIAL LIFE	N
	6227	**COLONIAL LIFE & ACCIDENT INSURANCE**		**5.33**	**1** Transactions			
	6229	**EYEMED/FIDELITY SECURITY LIFE**						
		01-000-000-0000-2119		581.93			EE OPTIONAL VISION INS	N
	6229	**EYEMED/FIDELITY SECURITY LIFE**		**581.93**	**1** Transactions			
	6228	**LAW ENFORCEMENT LABOR SERVICES**						
		01-000-000-0000-2238		2,102.52			UNION DUES	N
	6228	**LAW ENFORCEMENT LABOR SERVICES**		**2,102.52**	**1** Transactions			
	8301	**LIFE INSURANCE CO OF NORTH AMERICA**						
		01-000-000-0000-2115		210.20			LIFE INS CO OF N AMERICA PAYABLE	N
	8301	**LIFE INSURANCE CO OF NORTH AMERICA**		**210.20**	**1** Transactions			
	6237	**NCPERS GROUP LIFE INS**						
		01-000-000-0000-2233		255.10			PERA LIFE PAYABLE	N
	6237	**NCPERS GROUP LIFE INS**		**255.10**	**1** Transactions			
	96	**PUBLIC EMPLOYEES RETIRE ASSOCATIOI**						
		01-000-000-0000-2236		60,770.40			PERA PAYABLE	N
	96	**PUBLIC EMPLOYEES RETIRE ASSOCATIOI**		**60,770.40**	**1** Transactions			
	4186	**THE HARTFORD**						
		01-000-000-0000-2114		242.20			HARTFORD STD PAYABLE	N
	4186	**THE HARTFORD**		**242.20**	**1** Transactions			
	6721	**THE LINCOLN NATIONAL LIFE INSURANCE**						
		01-000-000-0000-2123		1,017.97			LINCOLN NATIONAL LIFE PAYABLE	N
	6721	**THE LINCOLN NATIONAL LIFE INSURANCE**		**1,017.97**	**1** Transactions			
0	**DEPT Total:**			**66,967.88**	...	**9 Vendors**	**9 Transactions**	

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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
1	**Fund Total:**		**66,967.88**	**GENERAL REVENUE FUND**		**9 Transactions**	

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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
0	DEPT			...			
6229	**EYEMED/FIDELITY SECURITY LIFE**						
	10-000-000-0000-2119		98.11			EE OPTIONAL VISION INS	N
6229	**EYEMED/FIDELITY SECURITY LIFE**		**98.11**	**1** Transactions			
8301	**LIFE INSURANCE CO OF NORTH AMERICA**						
	10-000-000-0000-2115		51.72			LIFE INS CO OF N AMERICA PAYABLE	N
8301	**LIFE INSURANCE CO OF NORTH AMERICA**		**51.72**	**1** Transactions			
6237	**NCPERS GROUP LIFE INS**						
	10-000-000-0000-2233		24.00			PERA LIFE PAYABLE	N
6237	**NCPERS GROUP LIFE INS**		**24.00**	**1** Transactions			
96	**PUBLIC EMPLOYEES RETIRE ASSOCATIOI**						
	10-000-000-0000-2236		8,305.28			PERA PAYABLE	N
96	**PUBLIC EMPLOYEES RETIRE ASSOCATIOI**		**8,305.28**	**1** Transactions			
4186	**THE HARTFORD**						
	10-000-000-0000-2114		27.00			HARTFORD STD PAYABLE	N
4186	**THE HARTFORD**		**27.00**	**1** Transactions			
6721	**THE LINCOLN NATIONAL LIFE INSURANCE**						
	10-000-000-0000-2123		107.27			LINCOLN FINANCIAL LIFE PAYABLE	N
6721	**THE LINCOLN NATIONAL LIFE INSURANCE**		**107.27**	**1** Transactions			
0	**DEPT Total:**		**8,613.38**	...	**6 Vendors**	**6 Transactions**	
10	**Fund Total:**		**8,613.38**	**ROAD AND BRIDGE**		**6 Transactions**	

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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
420	DEPT				INCOME MAINTENANCE			
	6230	**AIG FUNDS**						
		11-420-000-0000-2234		400.00			ROTH IRA PAYABLE (SUNAMERICA)- I	N
	6230	**AIG FUNDS**		**400.00**	**1** Transactions			
	6227	**COLONIAL LIFE & ACCIDENT INSURANCE**						
		11-420-000-0000-2125		1.40			COLONIAL LIFE- IM	N
	6227	**COLONIAL LIFE & ACCIDENT INSURANCE**		**1.40**	**1** Transactions			
	6229	**EYEMED/FIDELITY SECURITY LIFE**						
		11-420-000-0000-2119		76.36			EE OPTIONAL VISION INS- IM	N
	6229	**EYEMED/FIDELITY SECURITY LIFE**		**76.36**	**1** Transactions			
	8301	**LIFE INSURANCE CO OF NORTH AMERICA**						
		11-420-000-0000-2115		88.33			LIFE INS CO OF N AMERICA PAYABLE	N
	8301	**LIFE INSURANCE CO OF NORTH AMERICA**		**88.33**	**1** Transactions			
	6237	**NCPERS GROUP LIFE INS**						
		11-420-000-0000-2233		54.40			PERA LIFE PAYABLE- IM	N
	6237	**NCPERS GROUP LIFE INS**		**54.40**	**1** Transactions			
	96	**PUBLIC EMPLOYEES RETIRE ASSOCATIOI**						
		11-420-000-0000-2236		7,505.18			PERA PAYABLE- IM	N
	96	**PUBLIC EMPLOYEES RETIRE ASSOCATIOI**		**7,505.18**	**1** Transactions			
	4186	**THE HARTFORD**						
		11-420-000-0000-2114		255.81			HARTFORD STD PAYABLE- IM	N
	4186	**THE HARTFORD**		**255.81**	**1** Transactions			
	6721	**THE LINCOLN NATIONAL LIFE INSURANCE**						
		11-420-000-0000-2123		235.35			LINCOLN NATIONAL LIFE PAYABLE- IM	N
	6721	**THE LINCOLN NATIONAL LIFE INSURANCE**		**235.35**	**1** Transactions			
420	**DEPT Total:**			**8,616.83**	**INCOME MAINTENANCE**	**8 Vendors**	**8 Transactions**	
430	DEPT				SOCIAL SERVICES			
	6227	**COLONIAL LIFE & ACCIDENT INSURANCE**						
		11-430-000-0000-2125		3.46			COLONIAL LIFE- SS	N

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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
6227	**COLONIAL LIFE & ACCIDENT INSURANCE**		**3.46**	**1** Transactions			
6229	**EYEMED/FIDELITY SECURITY LIFE**						
	11-430-000-0000-2119		313.81			EE OPTIONAL VISION INS- SS	N
6229	**EYEMED/FIDELITY SECURITY LIFE**		**313.81**	**1** Transactions			
8301	**LIFE INSURANCE CO OF NORTH AMERICA**						
	11-430-000-0000-2115		244.61			LIFE INS CO OF N AMERICA PAYABLE	N
8301	**LIFE INSURANCE CO OF NORTH AMERICA**		**244.61**	**1** Transactions			
6237	**NCPERS GROUP LIFE INS**						
	11-430-000-0000-2233		151.28			PERA LIFE PAYABLE- SS	N
6237	**NCPERS GROUP LIFE INS**		**151.28**	**1** Transactions			
96	**PUBLIC EMPLOYEES RETIRE ASSOCATIOI**						
	11-430-000-0000-2236		23,761.58			PERA PAYABLE- SS	N
96	**PUBLIC EMPLOYEES RETIRE ASSOCATIOI**		**23,761.58**	**1** Transactions			
4186	**THE HARTFORD**						
	11-430-000-0000-2114		352.03			HARTFORD STD PAYABLE- SS	N
4186	**THE HARTFORD**		**352.03**	**1** Transactions			
6721	**THE LINCOLN NATIONAL LIFE INSURANCE**						
	11-430-000-0000-2123		253.73			LINCOLN NATIONAL LIFE PAYABLE- SS	N
6721	**THE LINCOLN NATIONAL LIFE INSURANCE**		**253.73**	**1** Transactions			
430	**DEPT Total:**		**25,080.50**	**SOCIAL SERVICES**	**7 Vendors**	**7 Transactions**	
440	DEPT			PUBLIC HEALTH			
6227	**COLONIAL LIFE & ACCIDENT INSURANCE**						
	11-440-000-0000-2125		0.54			COLONIAL LIFE- SS	N
6227	**COLONIAL LIFE & ACCIDENT INSURANCE**		**0.54**	**1** Transactions			
6229	**EYEMED/FIDELITY SECURITY LIFE**						
	11-440-000-0000-2119		51.66			VISION INS PAYABLE- PH	N
6229	**EYEMED/FIDELITY SECURITY LIFE**		**51.66**	**1** Transactions			
8301	**LIFE INSURANCE CO OF NORTH AMERICA**						
	11-440-000-0000-2115		15.66			LIFE INS CO OF N AMERICA PAYABLE	N

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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
8301	**LIFE INSURANCE CO OF NORTH AMERICA**		**15.66**	**1** Transactions			
6237	**NCPERS GROUP LIFE INS**						
	11-440-000-0000-2233		34.32			PERA LIFE PAYABLE- PH	N
6237	**NCPERS GROUP LIFE INS**		**34.32**	**1** Transactions			
96	**PUBLIC EMPLOYEES RETIRE ASSOCATIOI**						
	11-440-000-0000-2236		3,894.60			PERA PAYABLE- PH	N
96	**PUBLIC EMPLOYEES RETIRE ASSOCATIOI**		**3,894.60**	**1** Transactions			
4186	**THE HARTFORD**						
	11-440-000-0000-2114		84.26			HARTFORD STD PAYABLE- PH	N
4186	**THE HARTFORD**		**84.26**	**1** Transactions			
6721	**THE LINCOLN NATIONAL LIFE INSURANCE**						
	11-440-000-0000-2123		139.28			LINCOLN NATIONAL LIFE PAYABLE- P	N
6721	**THE LINCOLN NATIONAL LIFE INSURANCE**		**139.28**	**1** Transactions			
440	**DEPT Total:**		**4,220.32**	**PUBLIC HEALTH**	**7 Vendors**	**7 Transactions**	
11	**Fund Total:**		**37,917.65**	**HUMAN SERVICES FUND**		**22 Transactions**	

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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
0	DEPT				...			
	6229	**EYEMED/FIDELITY SECURITY LIFE**						
		12-000-000-0000-2119		16.23			EE OPTIONAL VISION INS	N
	6229	**EYEMED/FIDELITY SECURITY LIFE**		**16.23**	**1** Transactions			
	8301	**LIFE INSURANCE CO OF NORTH AMERICA**						
		12-000-000-0000-2115		0.82			LONG TERM DISABILITY PAYABLE	N
	8301	**LIFE INSURANCE CO OF NORTH AMERICA**		**0.82**	**1** Transactions			
	6237	**NCPERS GROUP LIFE INS**						
		12-000-000-0000-2233		0.58			PERA LIFE PAYABLE	N
	6237	**NCPERS GROUP LIFE INS**		**0.58**	**1** Transactions			
	96	**PUBLIC EMPLOYEES RETIRE ASSOCATIOI**						
		12-000-000-0000-2236		1,381.39			PERA PAYABLE	N
	96	**PUBLIC EMPLOYEES RETIRE ASSOCATIOI**		**1,381.39**	**1** Transactions			
	6721	**THE LINCOLN NATIONAL LIFE INSURANCE**						
		12-000-000-0000-2123		38.09			LINCOLN NATIONAL LIFE PAYABLE	N
	6721	**THE LINCOLN NATIONAL LIFE INSURANCE**		**38.09**	**1** Transactions			
0	**DEPT Total:**			**1,437.11**	...	**5 Vendors**	**5 Transactions**	
12	**Fund Total:**			**1,437.11**	**COMMUNITY HEALTH SERVICES**		**5 Transactions**	

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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
0	DEPT			...			
6229	**EYEMED/FIDELITY SECURITY LIFE**						
	41-000-000-0000-2119		0.40			EE OPTIONAL VISION INS	N
6229	**EYEMED/FIDELITY SECURITY LIFE**		**0.40**	**1** Transactions			
8301	**LIFE INSURANCE CO OF NORTH AMERICA**						
	41-000-000-0000-2115		0.82			LONG TERM DISABILITY PAYABLE	N
8301	**LIFE INSURANCE CO OF NORTH AMERICA**		**0.82**	**1** Transactions			
6237	**NCPERS GROUP LIFE INS**						
	41-000-000-0000-2233		8.32			PERA LIFE PAYABLE	N
6237	**NCPERS GROUP LIFE INS**		**8.32**	**1** Transactions			
96	**PUBLIC EMPLOYEES RETIRE ASSOCATIOI**						
	41-000-000-0000-2236		364.06			PERA PAYABLE	N
96	**PUBLIC EMPLOYEES RETIRE ASSOCATIOI**		**364.06**	**1** Transactions			
0	**DEPT Total:**		**373.60**	...	**4 Vendors**	**4 Transactions**	
41	**Fund Total:**		**373.60**	**DITCH FUND**		**4 Transactions**	

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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
0	DEPT				...			
	6229	**EYEMED/FIDELITY SECURITY LIFE**						
		75-000-000-0000-2119		5.27			EE OPTIONAL VISION INS	N
	6229	**EYEMED/FIDELITY SECURITY LIFE**		**5.27**	**1** Transactions			
	8301	**LIFE INSURANCE CO OF NORTH AMERICA**						
		75-000-000-0000-2115		18.37			LONG TERM DISABILITY PAYABLE	N
	8301	**LIFE INSURANCE CO OF NORTH AMERICA**		**18.37**	**1** Transactions			
	96	**PUBLIC EMPLOYEES RETIRE ASSOCATIOI**						
		75-000-000-0000-2236		408.91			PERA PAYABLE	N
	96	**PUBLIC EMPLOYEES RETIRE ASSOCATIOI**		**408.91**	**1** Transactions			
	6721	**THE LINCOLN NATIONAL LIFE INSURANCE**						
		75-000-000-0000-2123		25.00			LINCOLN NATIONAL LIFE PAYABLE	N
	6721	**THE LINCOLN NATIONAL LIFE INSURANCE**		**25.00**	**1** Transactions			
0	**DEPT Total:**			**457.55**	...	**4 Vendors**	**4 Transactions**	
75	**Fund Total:**			**457.55**	**TRI COUNTY SOLID WASTE**		**4 Transactions**	
	Final Total:			**115,767.17**	**50 Vendors**	**50 Transactions**		

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Recap by Fund	Fund	Amount	Name
	1	66,967.88	GENERAL REVENUE FUND
	10	8,613.38	ROAD AND BRIDGE
	11	37,917.65	HUMAN SERVICES FUND
	12	1,437.11	COMMUNITY HEALTH SERVICES
	41	373.60	DITCH FUND
	75	457.55	TRI COUNTY SOLID WASTE
	All Funds	115,767.17	Total

Approved by,

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CJOHNSON
1/7/2021 2:52:44PM

*** Nicollet County ***

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

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

Page Break By: 1
1 - Page Break by Fund
2 - Page Break by Dept

Explode Dist. Formulas?: N

Paid on Behalf Of Name on Audit List?: N

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

Save Report Options?: N

	Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
5	DEPT					COMMISSIONERS			
	5285	**UNITED BANKERS BANK**							
		01-005-000-0000-6802	AP	2	10.00	ACE HARDWARE EE RECOGNITION 12/10/2020 12/10/2020	5251	MISCEL EXPENSE & EMPLOYEE REC	N
		01-005-000-0000-6802	AP	2	110.00	ST PETER COOP EE RECOGNITION 12/10/2020 12/10/2020	5411	MISCEL EXPENSE & EMPLOYEE REC	N
		01-005-000-0000-6802	AP	2	380.00	SCHMIDT'S EE RECOGNITION 12/10/2020 12/10/2020	5422	MISCEL EXPENSE & EMPLOYEE REC	N
		01-005-000-0000-6802	AP	2	50.00	DIAMOND DUST EE RECOGNITION 12/11/2020 12/11/2020	5812	MISCEL EXPENSE & EMPLOYEE REC	N
		01-005-000-0000-6802	AP	2	30.00	CONTENTS EE RECOGNITION 12/11/2020 12/11/2020	5947	MISCEL EXPENSE & EMPLOYEE REC	N
		01-005-000-0000-6802	AP	2	80.00	FREY SALON EE RECOGNITION 12/11/2020 12/11/2020	7230	MISCEL EXPENSE & EMPLOYEE REC	N
	5285	**UNITED BANKERS BANK**			**660.00**	**6** Transactions			
5	**DEPT Total:**				**660.00**	**COMMISSIONERS**	**1 Vendors**	**6 Transactions**	
55	DEPT					PROPERTY ASSESSMENT			
	5285	**UNITED BANKERS BANK**							
		01-055-000-0000-6802	AP	2	15.00	ANNUAL FEE 12/18/2020 12/18/2020	0000	MISCELLANEOUS EXPENSE	N
	5285	**UNITED BANKERS BANK**			**15.00**	**1** Transactions			
55	**DEPT Total:**				**15.00**	**PROPERTY ASSESSMENT**	**1 Vendors**	**1 Transactions**	
60	DEPT					HUMAN RESOURCES			
	5285	**UNITED BANKERS BANK**							
		01-060-000-0000-6242	AP	2	171.80	AMAZON-QBQ WORKBOOKS CMH 12/13/2020 12/13/2020	5942	REG,MEMBER,CONF,DUES; STAFF DE	N
		01-060-120-0000-6405	AP	2	71.18	AMAZON- SAFETY COMMITTEE SUPPL 11/25/2020 11/25/2020	5942	SAFETY COMMITTEE SUPPLIES	N
		01-060-120-0000-6405	AP	2	12.84	AMAZON FIRST AID KITS 11/25/2020 11/25/2020	5942	SAFETY COMMITTEE SUPPLIES	N
		01-060-120-0000-6405	AP	2	63.34	AMAZON FIRST AID KITS 11/25/2020 11/25/2020	5942	SAFETY COMMITTEE SUPPLIES	N
		01-060-121-0000-6405	AP	2	128.82	AMAZON PRIZES WELLNESS COMM 12/10/2020 12/10/2020	5942	WELLNESS COMMITTEE SUPPLIES	N

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Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
	01-060-000-0000-6242	AP	2	40.00	NEPELRA-VITUAL WINTER CONF 12/15/2020 12/15/2020	8299	REG,MEMBER,CONF,DUES; STAFF DE	N
	01-060-000-0000-6242	AP	2	270.00	SPL MN COMM MEASUREM-HR CONF 12/17/2020 12/17/2020	8398	REG,MEMBER,CONF,DUES; STAFF DE	N
	5285 UNITED BANKERS BANK			**757.98**	**7** Transactions			
60	**DEPT Total:**			**757.98**	**HUMAN RESOURCES**	**1 Vendors**	**7 Transactions**	
63	DEPT				OFFICE OF TECHNOLOGIES			
	5285 **UNITED BANKERS BANK**							
	01-063-000-0000-6262	AP	2	128.45	RACKSPACE CLOUD 12/16/2020 12/16/2020	4816	DATA PROCESSING SERVICES	N
	01-063-000-0000-6406	AP	2	75.00	INT QUICKBOOKS 12/15/2020 12/15/2020	5734	SOFTWARE	N
	01-063-000-0000-6406	AP	2	35.80	GOOGLE 12/01/2020 12/01/2020	7372	SOFTWARE	N
	01-063-000-0000-6262	AP	2	9.77	AMAZON WEB SERVICES 12/03/2020 12/03/2020	7399	DATA PROCESSING SERVICES	N
	5285 UNITED BANKERS BANK			**249.02**	**4** Transactions			
63	**DEPT Total:**			**249.02**	**OFFICE OF TECHNOLOGIES**	**1 Vendors**	**4 Transactions**	
71	DEPT				ELECTIONS			
	5285 **UNITED BANKERS BANK**							
	01-071-000-0000-6331	AP	2	185.24	DOMINO'S-RECOUNT DEC8TH 12/01/2020 12/01/2020	5814	TRAVEL EXPENSE - MEALS & MISCEL	N
	5285 UNITED BANKERS BANK			**185.24**	**1** Transactions			
71	**DEPT Total:**			**185.24**	**ELECTIONS**	**1 Vendors**	**1 Transactions**	
85	DEPT				OTHER GEN GOVT COSTS & INSURANCE			
	5285 **UNITED BANKERS BANK**							
	01-085-000-0000-6260	AP	2	140.00	RESOURCE ASSOCIATES-TESTING 11/30/2020 11/30/2020	7361	PROFESSIONAL & TECHNICAL SERVI	N
	01-085-000-0000-6202	AP	2	17.99	STAMPS.COM SERVICE CHARGE NOV 11/01/2020 11/30/2020	7399	POSTAGE/FREIGHT/BOX RENT	N
	01-085-000-0000-6202			1,232.00	INTERNATION 2021 MEMBERSHIP 12/03/2020 12/03/2020	8398	POSTAGE/FREIGHT/BOX RENT	N

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Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
	01-085-000-0000-6202	AP	2	89.25	USPS POSTAGE (7) 11/19/2020 12/16/2020	9402	POSTAGE/FREIGHT/BOX RENT	N
	01-085-000-0000-6202	AP	2	77.50	USPS POSTAGE 11/18/2020 12/16/2020	9402	POSTAGE/FREIGHT/BOX RENT	N
	5285 UNITED BANKERS BANK			**1,556.74**	**5** Transactions			
85	**DEPT Total:**			**1,556.74**	**OTHER GEN GOVT COSTS & INSURANCI**	**1 Vendors**	**5 Transactions**	
91	DEPT				COUNTY ATTORNEY			
	5285 **UNITED BANKERS BANK**							
	01-091-000-0000-6802	AP	2	16.09	ZOOM COVID 11/17/2020 11/17/2020	5968	MISCELLANEOUS EXPENSE	N
	01-091-000-0000-6802	AP	2	16.09	ZOOM COVID 12/17/2020 12/17/2020	5968	MISCELLANEOUS EXPENSE	N
	5285 UNITED BANKERS BANK			**32.18**	**2** Transactions			
91	**DEPT Total:**			**32.18**	**COUNTY ATTORNEY**	**1 Vendors**	**2 Transactions**	
121	DEPT				VETERAN'S SERVICE			
	5285 **UNITED BANKERS BANK**							
	01-121-000-0000-6802	AP	2	15.00	ANNUAL FEE-NATHAN 12/18/2020 12/18/2020	0000	MISCELLANEOUS EXPENSE	N
	5285 UNITED BANKERS BANK			**15.00**	**1** Transactions			
121	**DEPT Total:**			**15.00**	**VETERAN'S SERVICE**	**1 Vendors**	**1 Transactions**	
127	DEPT				PROPERTY SERVICES			
	5285 **UNITED BANKERS BANK**							
	01-127-000-0000-6560	AP	2	15.02	4.0AUTO PARTS-PROBE TRUCK PART 11/25/2020 11/25/2020	5533	VEHICLE UPKEEP, REPAIRS & SUPPL	N
	5285 UNITED BANKERS BANK			**15.02**	**1** Transactions			
127	**DEPT Total:**			**15.02**	**PROPERTY SERVICES**	**1 Vendors**	**1 Transactions**	
201	DEPT				SHERIFF DEPT			
	5285 **UNITED BANKERS BANK**							
	01-201-000-0000-6807	AP	2	133.98	BLAUER MFG U/A JARED 12/09/2020 12/09/2020	5137	CLOTHING ALLOWANCE	N

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Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
	01-201-000-0000-6560	AP	2	189.98	KILO SEARCH-SEARCH TOOL KITS 12/16/2020 12/16/2020	5533	VEHICLE UPKEEP, REPAIRS & SUPPL	N
	01-201-000-0000-6401	AP	2	23.60	AMAZON- BATTERIES 2302 12/17/2020 12/17/2020	5942	OFFICE SUPPLIES	N
	01-201-000-0000-6242	AP	2	250.00	MN SHERIFF ASSOC-REG WINTER 11/17/2020 11/17/2020	8699	REG,MEMBER,CONF,DUES; STAFF DE	N
	01-201-000-0000-6242	AP	2	75.00	BCA TRNG-P BIEDERMAN 12/04/2020 12/04/2020	9399	REG,MEMBER,CONF,DUES; STAFF DE	N
	01-201-000-0000-6242	AP	2	75.00	BCA TRNG-S HLAVAC 12/08/2020 12/08/2020	9399	REG,MEMBER,CONF,DUES; STAFF DE	N
5285	**UNITED BANKERS BANK**			**747.56**	**6** Transactions			
201	**DEPT Total:**			**747.56**	**SHERIFF DEPT**	**1 Vendors**	**6 Transactions**	
207	DEPT				PRISONER COMMISSIONS ACCOUNT			
5285	**UNITED BANKERS BANK**							
	01-207-000-0000-6452	AP	2	5.00	TOWN AND COUNTY SUBSCRIPTION 11/24/2020 11/24/2020	5968	REFERENCE BOOKS, MATERIALS & S	N
	01-207-000-0000-6452	AP	2	10.00	CAR & DRIVER -SUBSCRIPTION 11/24/2020 11/24/2020	5968	REFERENCE BOOKS, MATERIALS & S	N
5285	**UNITED BANKERS BANK**			**15.00**	**2** Transactions			
207	**DEPT Total:**			**15.00**	**PRISONER COMMISSIONS ACCOUNT**	**1 Vendors**	**2 Transactions**	
250	DEPT				SHERIFF DEPT/CORRECTIONS			
5285	**UNITED BANKERS BANK**							
	01-250-000-0000-6332	AP	2	108.72	HOLIDAY INN-ROOM TRANSPORT KY 11/16/2020 11/16/2020	3501	TRAVEL EXPENSE - LODGING	N
	01-250-000-0000-6331	AP	2	20.90	IL TOLLWAY-TRANSPORT KY 12/05/2020 12/05/2020	4784	TRAVEL EXPENSE - MEALS & MISCEL	N
	01-250-000-0000-6331	AP	2	26.38	ARBY'S- MEAL DURING TRANSPORT 11/16/2020 11/16/2020	5814	TRAVEL EXPENSE - MEALS & MISCEL	N
	01-250-000-0000-6331	AP	2	15.52	BURGER KING-MEAL DURING TRANSP 11/16/2020 11/16/2020	5814	TRAVEL EXPENSE - MEALS & MISCEL	N
	01-250-000-0000-6277	AP	2	34.35	AMAZON- QUICK CHRG STATION 12/10/2020 12/10/2020	5942	JAIL MATERIALS & EQUIPMENT	N
	01-250-000-0000-6277	AP	2	12.40	AMAZON -BATTERIES JAIL 12/10/2020 12/10/2020	5942	JAIL MATERIALS & EQUIPMENT	N

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Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
	01-250-000-0000-6242	AP	2	25.00	MN SHERIFF ASSOC- REGISTRATION 11/30/2020 11/30/2020	8699	REG,MEMBER,CONF,DUES; STAFF DE	N
	01-250-000-0000-6242	AP	2	25.00	MN SHERIFF ASSOC-J WECH 12/01/2020 12/01/2020	8699	REG,MEMBER,CONF,DUES; STAFF DE	N
	01-250-000-0000-6242	AP	2	50.00	MN SHERIFF ASSOC-BURABARI/COLT 12/09/2020 12/09/2020	8699	REG,MEMBER,CONF,DUES; STAFF DE	N
5285	**UNITED BANKERS BANK**			**318.27**	**9** Transactions			
250	**DEPT Total:**			**318.27**	**SHERIFF DEPT/CORRECTIONS**	**1 Vendors**	**9 Transactions**	
281	DEPT				EMERGENCY SERVICES			
5285	**UNITED BANKERS BANK**							
	01-281-000-0000-6803	AP	2	79.83	HOME DEPOT EM KIT SUPPLIES 11/16/2020 11/16/2020	5200	WEATHER AWARENESS	N
	01-281-000-0000-6242	AP	2	13.95	AMAZON MEMEBERSHIP ERROR 11/28/2020 11/28/2020	5968	REG,MEMBER,CONF,DUES; STAFF DE	N
	01-281-000-0000-6242	AP	2	6.98-	AMAZON REFUND ONE MONTH 11/28/2020 11/28/2020	5968	REG,MEMBER,CONF,DUES; STAFF DE	N
5285	**UNITED BANKERS BANK**			**86.80**	**3** Transactions			
281	**DEPT Total:**			**86.80**	**EMERGENCY SERVICES**	**1 Vendors**	**3 Transactions**	
1	**Fund Total:**			**4,653.81**	**GENERAL REVENUE FUND**		**48 Transactions**	

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Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
310	DEPT				ADMINISTRATION			
5285	**UNITED BANKERS BANK**							
	10-310-000-0000-6242	AP	2	50.00	BRIDGE INPSECT-SETH 02/18/2021 02/18/2021	20215-31	REG,MEMBER,CONF,DUES; STAFF DE	N
	10-310-000-0000-6242	AP	2	50.00	BRIDGE INPSECT-SETH 02/25/2021 02/25/2021	20215-35	REG,MEMBER,CONF,DUES; STAFF DE	N
	10-310-000-0000-6242	AP	2	50.00	BRIDGE INPSECT-HAWBAKER 03/02/2021 03/02/2021	20215-36	REG,MEMBER,CONF,DUES; STAFF DE	N
	10-310-000-0000-6242	AP	2	50.00	BRIDGE INPSECT-HAWBAKER 03/08/2021 03/08/2021	20215-39	REG,MEMBER,CONF,DUES; STAFF DE	N
5285	**UNITED BANKERS BANK**			**200.00**	**4** Transactions			
310	**DEPT Total:**			**200.00**	**ADMINISTRATION**	**1 Vendors**	**4 Transactions**	
10	**Fund Total:**			**200.00**	**ROAD AND BRIDGE**		**4 Transactions**	

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Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
420	DEPT				INCOME MAINTENANCE			
5285	**UNITED BANKERS BANK**							
	11-420-600-0010-6204	AP	2	19.50	INTUIT QUICKBOOKS	DEC20	COMPUTER SOFTWARE/IS SUPPORT	N
	11-420-600-0101-5830	AP	2	11.12-	CREDIT FOR ZOOM	DEC20	MISC-OTHER REV IM	N
5285	**UNITED BANKERS BANK**			**8.38**	**2** Transactions			
420	**DEPT Total:**			**8.38**	**INCOME MAINTENANCE**	**1 Vendors**	**2 Transactions**	
430	DEPT				SOCIAL SERVICES			
5285	**UNITED BANKERS BANK**							
	11-430-700-0000-5830	AP	2	27.38-	CREDIT FOR ZOOM	DEC20	MISC-OTHER REVENUE SS	N
	11-430-700-0010-6204	AP	2	48.00	INTUIT QUICKBOOKS	DEC20	COMPUTER SOFTWARE/IS SUPPORT	N
	11-430-710-1350-6075	AP	2	245.54	FAMILY SUPPORT GRANT PROGRAM	DEC20	FAMILY SUPPORT GRANT PROGRAM	N
	11-430-710-1670-6014	AP	2	142.14	PARENT SUPPORT OUTREACH SERV	DEC20	PARENT SUPPORT OUTREACH SERV	N
	11-430-710-1670-6014	AP	2	203.74	PARENT SUPPORT OUTREACH SERV	DEC20	PARENT SUPPORT OUTREACH SERV	N
	11-430-710-1670-6014	AP	2	105.71	PARENT SUPPORT OUTREACH SERV	DEC20	PARENT SUPPORT OUTREACH SERV	N
	11-430-710-1931-6014	AP	2	30.57	GENERAL CASE MGMT	DEC20	CASE MANAGEMENT-PURCHASED	N
	11-430-711-1640-6014	AP	2	172.37	FAMILY ASSMT RESPONSE SERV	DEC20	FAMILY ASSESSMENT RESPONSE SE	N
	11-430-720-0000-5500	AP	2	20.00	BACKGROUND STUDY	DEC20	FEES-CHILD CARE LICENSING	N
	11-430-740-4430-6014	AP	2	500.00	CLIENT FLEX FUNDS	DEC20	HOUSING SUBSIDY	N
	11-430-760-0000-6332	AP	2	20.00	STAFF DEV; A LEARN	DEC20	STAFF DEVELOPMENT-ADULT SERVI	N
	11-430-760-6160-6014	AP	2	36.00	TRANSPORTATION	DEC20	TRANSPORTATION	N
	11-430-710-1670-6014	AP	2	278.25	PARENT SUPPORT OUTREACH SERV	NOV20	PARENT SUPPORT OUTREACH SERV	N
	11-430-710-1670-6014	AP	2	357.00	PARENT SUPPORT OUTREACH SERV	NOV20	PARENT SUPPORT OUTREACH SERV	N
	11-430-745-4891-6014	AP	2	24.69	CHILD RESPITE CARE	NOV20	RESPITE-CHILD MH INITIATIVE GRAN	N
5285	**UNITED BANKERS BANK**			**2,156.63**	**15** Transactions			
430	**DEPT Total:**			**2,156.63**	**SOCIAL SERVICES**	**1 Vendors**	**15 Transactions**	
440	DEPT				PUBLIC HEALTH			
5285	**UNITED BANKERS BANK**							
	11-440-450-0000-5830	AP	2	4.28-	CREDIT FOR ZOOM	DEC20	MISC- OTHER REV	N
	11-440-450-0000-6202	AP	2	11.16	USPS STORE	DEC20	POSTAGE	N
	11-440-450-0000-6204	AP	2	7.50	INTUIT QUICKBOOKS	DEC20	COMPUTER SOFTWARE	N
	11-440-450-0000-6260	AP	2	20.00	AVAILITY MONTHLY CHARGE	DEC20	PROFESSIONAL & TECHNICAL SERVI	N
	11-440-451-0000-6401	AP	2	26.84	AMAZON HEADSET FOR WIC	DEC20	OFFICE SUPPLIES	N
	11-440-450-0000-6242	AP	2	90.00	STAFF DEV; R WILLETTE	JAN21	REG,MEMBER,CONF,DUES STAFF DE	N
	11-440-450-0000-6242	AP	2	90.00	STAFF DEV; LKW	JAN21	REG,MEMBER,CONF,DUES STAFF DE	N

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Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
	11-440-450-0000-6430	AP	2	163.32	GERMX SUPPLIES	NOV20	MEDICAL SUPPLIES	N
5285	**UNITED BANKERS BANK**			**404.54**	**8** Transactions			
440	**DEPT Total:**			**404.54**	**PUBLIC HEALTH**	**1 Vendors**	**8 Transactions**	
11	**Fund Total:**			**2,569.55**	**HUMAN SERVICES FUND**		**25 Transactions**	

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	Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
459	DEPT					SHIP-STATEWIDE HEALTH IMP PLAN			
	5285	**UNITED BANKERS BANK**							
		12-459-000-0000-6260	AP	2	8.10	STEPES	8999	SERVICES AND CHARGES	N
						12/02/2020 12/02/2020			
	5285	**UNITED BANKERS BANK**			**8.10**	**1** Transactions			
459	**DEPT Total:**				**8.10**	**SHIP-STATEWIDE HEALTH IMP PLAN**	**1 Vendors**	**1 Transactions**	
460	DEPT					ENVIRONMENTAL HEALTH			
	5285	**UNITED BANKERS BANK**							
		12-460-000-0000-6401	AP	2	61.19	MAGID GLOVE SAFETY-SUPPLIES	5085	OFFICE SUPPLIES	N
						11/19/2020 11/19/2020			
		12-460-000-0000-6401	AP	2	25.36	SAMS CLUB	5300	OFFICE SUPPLIES	N
						11/23/2020 11/23/2020			
		12-460-000-0000-6242	AP	2	40.00	MEHA MEMBERSHIP 2021	8398	REG,MEMBER,CONF,DUES; STAFF DE	N
						11/23/2020 11/23/2020			
		12-460-000-0000-6202	AP	2	220.00	USPS- POSTAGE	9402	POSTAGE/FREIGHT/BOX RENT	N
						12/01/2020 12/01/2020			
	5285	**UNITED BANKERS BANK**			**346.55**	**4** Transactions			
460	**DEPT Total:**				**346.55**	**ENVIRONMENTAL HEALTH**	**1 Vendors**	**4 Transactions**	
12	**Fund Total:**				**354.65**	**COMMUNITY HEALTH SERVICES**		**5 Transactions**	
	Final Total:				**7,778.01**	**19 Vendors**	**82 Transactions**		

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Recap by Fund	Fund	Amount	Name
	1	4,653.81	GENERAL REVENUE FUND
	10	200.00	ROAD AND BRIDGE
	11	2,569.55	HUMAN SERVICES FUND
	12	354.65	COMMUNITY HEALTH SERVICES
	All Funds	7,778.01	Total

Approved by,

1.26.2021

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*** Nicollet County ***

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

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

Page Break By: 1
1 - Page Break by Fund
2 - Page Break by Dept

Explode Dist. Formulas?: N

Paid on Behalf Of Name on Audit List?: N

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

Save Report Options?: N

	Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
115	DEPT					NM COUNTY OFFICES BUIILDING			
	395	**BENCO ELECTRIC COOPERATIVE**							
		01-115-000-0000-6250	AP	2	957.85	#017703 HUMAN SERVICES N MKTO 11/20/2020 12/20/2020	017703	ELECTRICITY, WATER & SEWER	N
	395	**BENCO ELECTRIC COOPERATIVE**			**957.85**	**1** Transactions			
115	**DEPT Total:**				**957.85**	**NM COUNTY OFFICES BUIILDING**	**1 Vendors**	**1 Transactions**	
121	DEPT					VETERAN'S SERVICE			
	4597	**KWIK TRIP EXTENDED NETWORK**							
		01-121-160-0000-6566	AP	2	31.49	FUEL EXPENSE FOR VANS 11/30/2020 12/27/2020	BG2249461	GAS FOR VAN USE/ GAS CARDS FOR	N
	4597	**KWIK TRIP EXTENDED NETWORK**			**31.49**	**1** Transactions			
121	**DEPT Total:**				**31.49**	**VETERAN'S SERVICE**	**1 Vendors**	**1 Transactions**	
201	DEPT					SHERIFF DEPT			
	6832	**ENTERPRISE FM TRUST**							
		01-201-000-0000-6341			6,786.98	MONTHLY LEASE CHARGES/SQUADS 01/01/2021 01/31/2021	FBN4104770	VEHICLE LEASE	N
		01-201-000-0000-6560	AP	2	1,506.33	DMV FEE AND RENEWALS 12/01/2020 12/31/2020	FBN4104770	VEHICLE UPKEEP, REPAIRS & SUPPL	N
	6832	**ENTERPRISE FM TRUST**			**8,293.31**	**2** Transactions			
	2571	**US BANK EQUIPMENT & FINANCE**							
		01-201-000-0000-6340			135.48	COPIER LEASE JAN 01/01/2021 01/31/2021	432411270	RENTALS & SERVICE AGREEMENTS	N
	2571	**US BANK EQUIPMENT & FINANCE**			**135.48**	**1** Transactions			
	7464	**WEX BANK**							
		01-201-000-0000-6566	AP	2	3,256.86	FUEL AND MISC 12/01/2020 12/31/2020	69580435	GAS, DIESEL, OTHER FUELS	N
		01-201-000-0000-6566			731.94	FUEL AND MISC 01/01/2021 01/07/2021	69580435	GAS, DIESEL, OTHER FUELS	N
	7464	**WEX BANK**			**3,988.80**	**2** Transactions			
201	**DEPT Total:**				**12,417.59**	**SHERIFF DEPT**	**3 Vendors**	**5 Transactions**	

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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
207	DEPT				PRISONER COMMISSIONS ACCOUNT			
	4784	**RELIANCE TELEPHONE SYSTEMS, INC**						
		01-207-000-0000-6260	AP 2	275.75	PHONE CARD USAGE DEC 12/01/2020 12/31/2020	10909	PROFESSIONAL & TECHNICAL SERVI	N
	4784	**RELIANCE TELEPHONE SYSTEMS, INC**		**275.75**	**1** Transactions			
207	**DEPT Total:**			**275.75**	**PRISONER COMMISSIONS ACCOUNT**	**1 Vendors**	**1 Transactions**	
208	DEPT				SHERIFF - SNOWMOBILE SAFETY ENFOI			
	7464	**WEX BANK**						
		01-208-000-0000-6566	AP 2	60.99	FUEL AND MISC 12/08/2020 12/31/2020	69580435	GAS, DIESEL, OTHER FUELS	N
	7464	**WEX BANK**		**60.99**	**1** Transactions			
208	**DEPT Total:**			**60.99**	**SHERIFF - SNOWMOBILE SAFETY ENFO**	**1 Vendors**	**1 Transactions**	
281	DEPT				EMERGENCY SERVICES			
	7464	**WEX BANK**						
		01-281-000-0000-6566	AP 2	75.13	FUEL AND MISC 12/01/2020 12/31/2020	69580435	GAS, DIESEL, OTHER FUELS	N
	7464	**WEX BANK**		**75.13**	**1** Transactions			
281	**DEPT Total:**			**75.13**	**EMERGENCY SERVICES**	**1 Vendors**	**1 Transactions**	
701	DEPT				ECONOMIC DEVELOPMENT/APPROPRIA			
	7008	**RURAL MINNESOTA ENERGY BOARD**						
		01-701-000-0013-6902		2,500.00	BOARD MEMBERSHIP 2021 01/01/2021 12/31/2021	ENERGY	RURAL MN ENERGY BOARD	N
	7008	**RURAL MINNESOTA ENERGY BOARD**		**2,500.00**	**1** Transactions			
701	**DEPT Total:**			**2,500.00**	**ECONOMIC DEVELOPMENT/APPROPRIA**	**1 Vendors**	**1 Transactions**	
1	**Fund Total:**			**16,318.80**	**GENERAL REVENUE FUND**		**11 Transactions**	

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Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
320	DEPT				ROAD & BRIDGE (MAINTENANCE)			
148	**BROWN COUNTY REA**							
	10-320-000-0000-6282	AP	2	60.89	LIGHT AT TH 15 & CSAH 5 12/01/2020 12/31/2020	227530	CO CONTRACTS-GRVL CRSHG,CRCK	N
	10-320-000-0000-6282	AP	2	67.22	LIGHT AT TH 14 & CSAH 37 12/01/2020 12/31/2020	83133	CO CONTRACTS-GRVL CRSHG,CRCK	N
148	**BROWN COUNTY REA**			**128.11**	**2** Transactions			
320	**DEPT Total:**			**128.11**	**ROAD & BRIDGE (MAINTENANCE)**	**1 Vendors**	**2 Transactions**	
330	DEPT				EQUIPMENT INVENTORY & SHOP			
148	**BROWN COUNTY REA**							
	10-330-000-0000-6250	AP	2	197.78	KLOSSNER SHOP ELECTRIC 12/01/2020 12/31/2020	83130	ELECTRICITY, WATER, SEWER	N
148	**BROWN COUNTY REA**			**197.78**	**1** Transactions			
4125	**CITY OF NICOLLET**							
	10-330-000-0000-6250	DTG	1	47.56	NICOLLET SHOP WATER & SEWER 12/01/2020 12/31/2020	01-000231-00-5	ELECTRICITY, WATER, SEWER	N
4125	**CITY OF NICOLLET**			**47.56**	**1** Transactions			
177	**CULLIGAN ULTRAPURE OF ST PETER**							
	10-330-000-0000-6250			29.00	NICOLLET SHOP WATER SOFT RENT 01/01/2021 01/31/2021	34001906	ELECTRICITY, WATER, SEWER	N
	10-330-000-0000-6250			29.00	ST PETER SHOP WATER SOFT RENT 01/01/2021 01/31/2021	34632262	ELECTRICITY, WATER, SEWER	N
	10-330-000-0000-6250	AP	2	23.85	ST PETER SHOP SOFTENER SALT 12/23/2020 12/23/2020	34632262	ELECTRICITY, WATER, SEWER	N
177	**CULLIGAN ULTRAPURE OF ST PETER**			**81.85**	**3** Transactions			
7528	**RIVER VIEW SANITATION**							
	10-330-000-0000-6250			60.61	KLOSSNER SHOP DUMPSTER 01/01/2021 01/31/2021	49826	ELECTRICITY, WATER, SEWER	N
	10-330-000-0000-6250			60.61	LAFAYETTE SHOP DUMPSTER 01/01/2021 01/31/2021	49826	ELECTRICITY, WATER, SEWER	N
7528	**RIVER VIEW SANITATION**			**121.22**	**2** Transactions			
1	**ST PETER FINANCE DEPARTMENT**							
	10-330-000-0000-6250	DTG	1	970.23	ST PETER SHOP WATER & SEWER	213-019600-01	ELECTRICITY, WATER, SEWER	N

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Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
					11/12/2020 12/11/2020			
	10-330-000-0000-6250	DTG	1	92.30	ST PETER STORAGE WATER & SEWER	213-019700-01	ELECTRICITY, WATER, SEWER	N
					11/10/2020 12/09/2020			
1	**ST PETER FINANCE DEPARTMENT**			**1,062.53**	**2** Transactions			
5469	**UNITED NATURAL GAS**							
	10-330-000-0000-6250	AP	2	645.51	KLOSSNER SHOP	9226263	ELECTRICITY, WATER, SEWER	N
					11/26/2020 12/24/2020			
	10-330-000-0000-6250	AP	2	370.50	LAFAYETTE SHOP	9226264	ELECTRICITY, WATER, SEWER	N
					11/26/2020 12/24/2020			
5469	**UNITED NATURAL GAS**			**1,016.01**	**2** Transactions			
6234	**WASTE MANAGEMENT OF WI-MN**							
	10-330-000-0000-6250	AP	2	390.91	ST PETER SHOP DUMPSTER	7168733-1779-7	ELECTRICITY, WATER, SEWER	N
					12/01/2020 12/31/2020			
6234	**WASTE MANAGEMENT OF WI-MN**			**390.91**	**1** Transactions			
330	**DEPT Total:**			**2,917.86**	**EQUIPMENT INVENTORY & SHOP**	**7 Vendors**	**12 Transactions**	
370	DEPT				PARK DEPARTMENT			
6234	**WASTE MANAGEMENT OF WI-MN**							
	10-370-000-0000-6250	AP	2	402.92	7 MILE PARK DUMPSTER	7168774-1779-1	ELECTRICITY, WATER, SEWER	N
					12/01/2020 12/31/2020			
6234	**WASTE MANAGEMENT OF WI-MN**			**402.92**	**1** Transactions			
370	**DEPT Total:**			**402.92**	**PARK DEPARTMENT**	**1 Vendors**	**1 Transactions**	
10	**Fund Total:**			**3,448.89**	**ROAD AND BRIDGE**		**15 Transactions**	

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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
823	DEPT			TOWN-CITY			
	2896 **DARE PROGRAM**						
	81-823-000-0000-5998	DTG 1	2,438.64	CONTROLLED SUBSTANCE FINE DEC 12/01/2020 12/31/2020	JAN21	NON REVENUE - DUE TO OTHER GOV	N
	2896 DARE PROGRAM		**2,438.64**	**1** Transactions			
823	**DEPT Total:**		**2,438.64**	**TOWN-CITY**	**1 Vendors**	**1 Transactions**	
81	**Fund Total:**		**2,438.64**	**AGENCY FUND**		**1 Transactions**	

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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
101	DEPT			RECORDER/ABSTRACTER			
282	**MN STATE TREASURER**						
	84-101-000-0003-5998	DTG 1	400.50	DEC FEES AND SURCHARGES 12/01/2020 12/31/2020	JAN21	ASSURANCE SURCHARGE	N
	84-101-000-0005-5998	DTG 1	9,733.50	DEC FEES AND SURCHARGES 12/01/2020 12/31/2020	JAN21	STATE GENERAL FUND	N
	84-101-000-0009-5998	DTG 1	1,091.00	DEC FEES AND SURCHARGES 12/01/2020 12/31/2020	JAN21	VITAL STATISTICS & MARRIAGE SUR(	N
282	**MN STATE TREASURER**		**11,225.00**	**3** Transactions			
101	**DEPT Total:**		**11,225.00**	**RECORDER/ABSTRACTER**	**1 Vendors**	**3 Transactions**	
84	**Fund Total:**		**11,225.00**	**STATE FUND**		**3 Transactions**	
	Final Total:		**33,431.33**	**20 Vendors**	**30 Transactions**		

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Recap by Fund	Fund	Amount	Name
	1	16,318.80	GENERAL REVENUE FUND
	10	3,448.89	ROAD AND BRIDGE
	81	2,438.64	AGENCY FUND
	84	11,225.00	STATE FUND
	All Funds	33,431.33	Total

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1.26.2021

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*** Nicollet County ***

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

Print List in Order By:	2	1 - Fund (Page Break by Fund) 2 - Department (Totals by Dept) 3 - Vendor Number 4 - Vendor Name	Page Break By:	1	1 - Page Break by Fund 2 - Page Break by Dept
Explode Dist. Formulas?:	N				
Paid on Behalf Of Name on Audit List?:	N				
Type of Audit List:	D	D - Detailed Audit List S - Condensed Audit List			
Save Report Options?:	N				

	Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
0	DEPT				...			
	6230	**AIG FUNDS**						
		01-000-000-0000-2234		1,392.23			ROTH IRA PAYABLE (SUNAMERICA)	N
	6230	**AIG FUNDS**		**1,392.23**	**1** Transactions			
	6227	**COLONIAL LIFE & ACCIDENT INSURANCE**						
		01-000-000-0000-2125		5.33			COLONIAL LIFE	N
	6227	**COLONIAL LIFE & ACCIDENT INSURANCE**		**5.33**	**1** Transactions			
	8301	**LIFE INSURANCE CO OF NORTH AMERICA**						
		01-000-000-0000-2115		259.44			LIFE INS CO OF N AMERICA PAYABLE	N
	8301	**LIFE INSURANCE CO OF NORTH AMERICA**		**259.44**	**1** Transactions			
	6237	**NCPERS GROUP LIFE INS**						
		01-000-000-0000-2233		256.00			PERA LIFE PAYABLE	N
	6237	**NCPERS GROUP LIFE INS**		**256.00**	**1** Transactions			
	96	**PUBLIC EMPLOYEES RETIRE ASSOCATIOI**						
		01-000-000-0000-2236		50,721.81			PERA PAYABLE	N
	96	**PUBLIC EMPLOYEES RETIRE ASSOCATIOI**		**50,721.81**	**1** Transactions			
	4186	**THE HARTFORD**						
		01-000-000-0000-2114		194.91			HARTFORD STD PAYABLE	N
	4186	**THE HARTFORD**		**194.91**	**1** Transactions			
	6721	**THE LINCOLN NATIONAL LIFE INSURANCE**						
		01-000-000-0000-2123		2,333.32			LINCOLN NATIONAL LIFE PAYABLE	N
	6721	**THE LINCOLN NATIONAL LIFE INSURANCE**		**2,333.32**	**1** Transactions			
0	**DEPT Total:**			**55,163.04**	...	**7 Vendors**	**7 Transactions**	
1	**Fund Total:**			**55,163.04**	**GENERAL REVENUE FUND**		**7 Transactions**	

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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
0	DEPT			...			
8301	**LIFE INSURANCE CO OF NORTH AMERICA**						
	10-000-000-0000-2115		51.72			LIFE INS CO OF N AMERICA PAYABLE	N
8301	**LIFE INSURANCE CO OF NORTH AMERICA**		**51.72**	**1** Transactions			
6237	**NCPERS GROUP LIFE INS**						
	10-000-000-0000-2233		24.00			PERA LIFE PAYABLE	N
6237	**NCPERS GROUP LIFE INS**		**24.00**	**1** Transactions			
96	**PUBLIC EMPLOYEES RETIRE ASSOCATIOI**						
	10-000-000-0000-2236		7,252.74			PERA PAYABLE	N
96	**PUBLIC EMPLOYEES RETIRE ASSOCATIOI**		**7,252.74**	**1** Transactions			
4186	**THE HARTFORD**						
	10-000-000-0000-2114		27.00			HARTFORD STD PAYABLE	N
4186	**THE HARTFORD**		**27.00**	**1** Transactions			
6721	**THE LINCOLN NATIONAL LIFE INSURANCE**						
	10-000-000-0000-2123		326.65			LINCOLN FINANCIAL LIFE PAYABLE	N
6721	**THE LINCOLN NATIONAL LIFE INSURANCE**		**326.65**	**1** Transactions			
0	**DEPT Total:**		**7,682.11**	...	**5 Vendors**	**5 Transactions**	
10	**Fund Total:**		**7,682.11**	**ROAD AND BRIDGE**		**5 Transactions**	

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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
420	DEPT				INCOME MAINTENANCE			
	6230	**AIG FUNDS**						
		11-420-000-0000-2234		400.00			ROTH IRA PAYABLE (SUNAMERICA)- I	N
	6230	**AIG FUNDS**		**400.00**	**1** Transactions			
	6227	**COLONIAL LIFE & ACCIDENT INSURANCE**						
		11-420-000-0000-2125		1.40			COLONIAL LIFE- IM	N
	6227	**COLONIAL LIFE & ACCIDENT INSURANCE**		**1.40**	**1** Transactions			
	8301	**LIFE INSURANCE CO OF NORTH AMERICA**						
		11-420-000-0000-2115		88.33			LIFE INS CO OF N AMERICA PAYABLE	N
	8301	**LIFE INSURANCE CO OF NORTH AMERICA**		**88.33**	**1** Transactions			
	6237	**NCPERS GROUP LIFE INS**						
		11-420-000-0000-2233		54.40			PERA LIFE PAYABLE- IM	N
	6237	**NCPERS GROUP LIFE INS**		**54.40**	**1** Transactions			
	96	**PUBLIC EMPLOYEES RETIRE ASSOCATIOI**						
		11-420-000-0000-2236		7,561.88			PERA PAYABLE- IM	N
	96	**PUBLIC EMPLOYEES RETIRE ASSOCATIOI**		**7,561.88**	**1** Transactions			
	4186	**THE HARTFORD**						
		11-420-000-0000-2114		250.40			HARTFORD STD PAYABLE- IM	N
	4186	**THE HARTFORD**		**250.40**	**1** Transactions			
	6721	**THE LINCOLN NATIONAL LIFE INSURANCE**						
		11-420-000-0000-2123		509.20			LINCOLN NATIONAL LIFE PAYABLE- IM	N
	6721	**THE LINCOLN NATIONAL LIFE INSURANCE**		**509.20**	**1** Transactions			
420	**DEPT Total:**			**8,865.61**	**INCOME MAINTENANCE**	**7 Vendors**	**7 Transactions**	
430	DEPT				SOCIAL SERVICES			
	6227	**COLONIAL LIFE & ACCIDENT INSURANCE**						
		11-430-000-0000-2125		3.46			COLONIAL LIFE- SS	N
	6227	**COLONIAL LIFE & ACCIDENT INSURANCE**		**3.46**	**1** Transactions			
	8301	**LIFE INSURANCE CO OF NORTH AMERICA**						
		11-430-000-0000-2115		244.61			LIFE INS CO OF N AMERICA PAYABLE	N

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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
	8301	**LIFE INSURANCE CO OF NORTH AMERICA**		**244.61**	**1** Transactions			
	6237	**NCPERS GROUP LIFE INS**						
		11-430-000-0000-2233		151.28			PERA LIFE PAYABLE- SS	N
	6237	**NCPERS GROUP LIFE INS**		**151.28**	**1** Transactions			
	96	**PUBLIC EMPLOYEES RETIRE ASSOCATIOI**						
		11-430-000-0000-2236		23,619.78			PERA PAYABLE- SS	N
	96	**PUBLIC EMPLOYEES RETIRE ASSOCATIOI**		**23,619.78**	**1** Transactions			
	4186	**THE HARTFORD**						
		11-430-000-0000-2114		359.21			HARTFORD STD PAYABLE- SS	N
	4186	**THE HARTFORD**		**359.21**	**1** Transactions			
	6721	**THE LINCOLN NATIONAL LIFE INSURANCE**						
		11-430-000-0000-2123		919.59			LINCOLN NATIONAL LIFE PAYABLE- SSN	
	6721	**THE LINCOLN NATIONAL LIFE INSURANCE**		**919.59**	**1** Transactions			
430	**DEPT Total:**			**25,297.93**	**SOCIAL SERVICES**	**6 Vendors**	**6 Transactions**	
440	DEPT				PUBLIC HEALTH			
	6227	**COLONIAL LIFE & ACCIDENT INSURANCE**						
		11-440-000-0000-2125		0.54			COLONIAL LIFE- SS	N
	6227	**COLONIAL LIFE & ACCIDENT INSURANCE**		**0.54**	**1** Transactions			
	8301	**LIFE INSURANCE CO OF NORTH AMERICA**						
		11-440-000-0000-2115		15.66			LIFE INS CO OF N AMERICA PAYABLE	N
	8301	**LIFE INSURANCE CO OF NORTH AMERICA**		**15.66**	**1** Transactions			
	6237	**NCPERS GROUP LIFE INS**						
		11-440-000-0000-2233		34.32			PERA LIFE PAYABLE- PH	N
	6237	**NCPERS GROUP LIFE INS**		**34.32**	**1** Transactions			
	96	**PUBLIC EMPLOYEES RETIRE ASSOCATIOI**						
		11-440-000-0000-2236		3,605.98			PERA PAYABLE- PH	N
	96	**PUBLIC EMPLOYEES RETIRE ASSOCATIOI**		**3,605.98**	**1** Transactions			
	4186	**THE HARTFORD**						
		11-440-000-0000-2114		82.18			HARTFORD STD PAYABLE- PH	N

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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
4186	**THE HARTFORD**		**82.18**	**1** Transactions			
6721	**THE LINCOLN NATIONAL LIFE INSURANCE**						
	11-440-000-0000-2123		242.64			LINCOLN NATIONAL LIFE PAYABLE- P N	
6721	**THE LINCOLN NATIONAL LIFE INSURANCE**		**242.64**	**1** Transactions			
440	**DEPT Total:**		**3,981.32**	**PUBLIC HEALTH**	**6 Vendors**	**6 Transactions**	
11	**Fund Total:**		**38,144.86**	**HUMAN SERVICES FUND**		**19 Transactions**	

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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
0	DEPT				...			
	96	**PUBLIC EMPLOYEES RETIRE ASSOCATIOI**						
		12-000-000-0000-2236		1,386.41			PERA PAYABLE	N
	96	**PUBLIC EMPLOYEES RETIRE ASSOCATIOI**		**1,386.41**	**1** Transactions			
	6721	**THE LINCOLN NATIONAL LIFE INSURANCE**						
		12-000-000-0000-2123		75.41			LINCOLN NATIONAL LIFE PAYABLE	N
	6721	**THE LINCOLN NATIONAL LIFE INSURANCE**		**75.41**	**1** Transactions			
0	**DEPT Total:**			**1,461.82**	...	**2 Vendors**	**2 Transactions**	
12	**Fund Total:**			**1,461.82**	**COMMUNITY HEALTH SERVICES**		**2 Transactions**	

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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
0	DEPT			...			
6237	**NCPERS GROUP LIFE INS**						
	41-000-000-0000-2233		8.00			PERA LIFE PAYABLE	N
6237	**NCPERS GROUP LIFE INS**		**8.00**	**1** Transactions			
96	**PUBLIC EMPLOYEES RETIRE ASSOCATIOI**						
	41-000-000-0000-2236		364.97			PERA PAYABLE	N
96	**PUBLIC EMPLOYEES RETIRE ASSOCATIOI**		**364.97**	**1** Transactions			
6721	**THE LINCOLN NATIONAL LIFE INSURANCE**						
	41-000-000-0000-2123		11.29			MN MUTUAL LIFE PAYABLE	N
6721	**THE LINCOLN NATIONAL LIFE INSURANCE**		**11.29**	**1** Transactions			
0	**DEPT Total:**		**384.26**	...	**3 Vendors**	**3 Transactions**	
41	**Fund Total:**		**384.26**	**DITCH FUND**		**3 Transactions**	

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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
0	DEPT				...			
	8301	**LIFE INSURANCE CO OF NORTH AMERICA**						
		75-000-000-0000-2115		18.37			LONG TERM DISABILITY PAYABLE	N
	8301	**LIFE INSURANCE CO OF NORTH AMERICA**		**18.37**	**1** Transactions			
	96	**PUBLIC EMPLOYEES RETIRE ASSOCATIOI**						
		75-000-000-0000-2236		421.74			PERA PAYABLE	N
	96	**PUBLIC EMPLOYEES RETIRE ASSOCATIOI**		**421.74**	**1** Transactions			
	6721	**THE LINCOLN NATIONAL LIFE INSURANCE**						
		75-000-000-0000-2123		38.83			LINCOLN NATIONAL LIFE PAYABLE	N
	6721	**THE LINCOLN NATIONAL LIFE INSURANCE**		**38.83**	**1** Transactions			
0	**DEPT Total:**			**478.94**	...	**3 Vendors**	**3 Transactions**	
75	**Fund Total:**			**478.94**	**TRI COUNTY SOLID WASTE**		**3 Transactions**	
	Final Total:			**103,315.03**	**39 Vendors**	**39 Transactions**		

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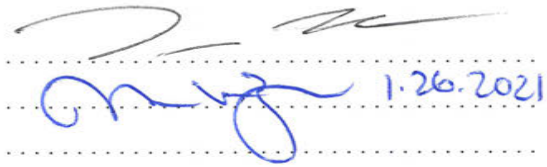
Recap by Fund	Fund	Amount	Name
	1	55,163.04	GENERAL REVENUE FUND
	10	7,682.11	ROAD AND BRIDGE
	11	38,144.86	HUMAN SERVICES FUND
	12	1,461.82	COMMUNITY HEALTH SERVICES
	41	384.26	DITCH FUND
	75	478.94	TRI COUNTY SOLID WASTE
	All Funds	103,315.03	Total

Approved by,



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*** Nicollet County ***

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

Print List in Order By:	2	1 - Fund (Page Break by Fund) 2 - Department (Totals by Dept) 3 - Vendor Number 4 - Vendor Name	Page Break By:	1	1 - Page Break by Fund 2 - Page Break by Dept
Explode Dist. Formulas?:	N				
Paid on Behalf Of Name on Audit List?:	N				
Type of Audit List:	D	D - Detailed Audit List S - Condensed Audit List			
Save Report Options?:	N				

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
822	DEPT			SCHOOL DISTRICTS			
4674	**TREASURER/SCHOOL DIST 2310**						
	80-822-000-0000-5002		19,744.78	SETTLEMENT FINAL 11/16-12/31 11/16/2020 12/31/2020	JAN21	TAX REVENUES	N
4674	**TREASURER/SCHOOL DIST 2310**		**19,744.78**	**1** Transactions			
3350	**TREASURER/SCHOOL DIST 2365**						
	80-822-000-0000-5002		15,848.43	SETTLEMENT FINAL 11/16-12/31 11/16/2020 12/31/2020	JAN21	TAX REVENUES	N
3350	**TREASURER/SCHOOL DIST 2365**		**15,848.43**	**1** Transactions			
461	**TREASURER/SCHOOL DIST 2397**						
	80-822-000-0000-5002		12,815.16	SETTLEMENT FINAL 11/16-12/31 11/16/2020 12/31/2020	JAN21	TAX REVENUES	N
461	**TREASURER/SCHOOL DIST 2397**		**12,815.16**	**1** Transactions			
754	**TREASURER/SCHOOL DIST 507**						
	80-822-000-0000-5002		82,932.23	SETTLEMENT FINAL 11/16-12/31 11/16/2020 12/31/2020	JAN21	TAX REVENUES	N
754	**TREASURER/SCHOOL DIST 507**		**82,932.23**	**1** Transactions			
184	**TREASURER/SCHOOL DIST 508**						
	80-822-000-0000-5002		159,595.03	SETTLEMENT FINAL 11/16-12/31 11/16/2020 12/31/2020	JAN21	TAX REVENUES	N
184	**TREASURER/SCHOOL DIST 508**		**159,595.03**	**1** Transactions			
438	**TREASURER/SCHOOL DIST 77**						
	80-822-000-0000-5002		105,419.63	SETTLEMENT FINAL 11/16-12/31 11/16/2020 12/31/2020	JAN21	TAX REVENUES	N
438	**TREASURER/SCHOOL DIST 77**		**105,419.63**	**1** Transactions			
516	**TREASURER/SCHOOL DIST 88**						
	80-822-000-0000-5002		136,282.42	SETTLEMENT FINAL 11/16-12/31 11/16/2020 12/31/2020	JAN21	TAX REVENUES	N
516	**TREASURER/SCHOOL DIST 88**		**136,282.42**	**1** Transactions			
822	**DEPT Total:**		**532,637.68**	**SCHOOL DISTRICTS**	**7 Vendors**	**7 Transactions**	
823	DEPT			TOWN-CITY			

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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
6986	**SAINT PAUL PORT AUTHORITY**						
	80-823-000-0000-5002		5,296.85	SETTLEMENT FINAL 11/16-12/31 11/16/2020 12/31/2020	JAN21	TAX REVENUES	N
6986	**SAINT PAUL PORT AUTHORITY**		**5,296.85**	**1** Transactions			
270	**TREASURER/BELGRADE TWP**						
	80-823-000-0000-5002		15,654.49	SETTLEMENT FINAL 11/16-12/31 11/16/2020 12/31/2020	JAN21	TAX REVENUES	N
270	**TREASURER/BELGRADE TWP**		**15,654.49**	**1** Transactions			
272	**TREASURER/BERNADOTTE TWP**						
	80-823-000-0000-5002		19,330.86	SETTLEMENT FINAL 11/16-12/31 11/16/2020 12/31/2020	JAN21	TAX REVENUES	N
272	**TREASURER/BERNADOTTE TWP**		**19,330.86**	**1** Transactions			
278	**TREASURER/BRIGHTON TWP**						
	80-823-000-0000-5002		5,686.98	SETTLEMENT FINAL 11/16-12/31 11/16/2020 12/31/2020	JAN21	TAX REVENUES	N
278	**TREASURER/BRIGHTON TWP**		**5,686.98**	**1** Transactions			
315	**TREASURER/COURTLAND CITY**						
	80-823-000-0000-5002		3,383.60	SETTLEMENT FINAL 11/16-12/31 11/16/2020 12/31/2020	JAN21	TAX REVENUES	N
315	**TREASURER/COURTLAND CITY**		**3,383.60**	**1** Transactions			
299	**TREASURER/COURTLAND TWP**						
	80-823-000-0000-5002		14,087.87	SETTLEMENT FINAL 11/16-12/31 11/16/2020 12/31/2020	JAN21	TAX REVENUES	N
299	**TREASURER/COURTLAND TWP**		**14,087.87**	**1** Transactions			
300	**TREASURER/GRANBY TWP**						
	80-823-000-0000-5002		13,109.71	SETTLEMENT FINAL 11/16-12/31 11/16/2020 12/31/2020	JAN21	TAX REVENUES	N
300	**TREASURER/GRANBY TWP**		**13,109.71**	**1** Transactions			
317	**TREASURER/LAFAYETTE CITY**						
	80-823-000-0000-5002		2,315.07	SETTLEMENT FINAL 11/16-12/31 11/16/2020 12/31/2020	JAN21	TAX REVENUES	N

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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
317	**TREASURER/LAFAYETTE CITY**		**2,315.07**	**1** Transactions			
279	**TREASURER/LAFAYETTE TWP**						
	80-823-000-0000-5002		25,605.31	SETTLEMENT FINAL 11/16-12/31 11/16/2020 12/31/2020	JAN21	TAX REVENUES	N
279	**TREASURER/LAFAYETTE TWP**		**25,605.31**	**1** Transactions			
283	**TREASURER/LAKE PRAIRIE TWP**						
	80-823-000-0000-5002		19,783.56	SETTLEMENT FINAL 11/16-12/31 11/16/2020 12/31/2020	JAN21	TAX REVENUES	N
283	**TREASURER/LAKE PRAIRIE TWP**		**19,783.56**	**1** Transactions			
480	**TREASURER/MANKATO CITY**						
	80-823-000-0000-5002		362.37	SETTLEMENT FINAL 11/16-12/31 11/16/2020 12/31/2020	JAN21	TAX REVENUES	N
480	**TREASURER/MANKATO CITY**		**362.37**	**1** Transactions			
286	**TREASURER/NEW SWEDEN TWP**						
	80-823-000-0000-5002		11,033.34	SETTLEMENT FINAL 11/16-12/31 11/16/2020 12/31/2020	JAN21	TAX REVENUES	N
286	**TREASURER/NEW SWEDEN TWP**		**11,033.34**	**1** Transactions			
318	**TREASURER/NICOLLET CITY**						
	80-823-000-0000-5002		6,021.15	SETTLEMENT FINAL 11/16-12/31 11/16/2020 12/31/2020	JAN21	TAX REVENUES	N
318	**TREASURER/NICOLLET CITY**		**6,021.15**	**1** Transactions			
304	**TREASURER/NICOLLET TWP**						
	80-823-000-0000-5002		12,204.11	SETTLEMENT FINAL 11/16-12/31 11/16/2020 12/31/2020	JAN21	TAX REVENUES	N
304	**TREASURER/NICOLLET TWP**		**12,204.11**	**1** Transactions			
267	**TREASURER/NORTH MANKATO CITY**						
	80-823-000-0000-5002		111,938.38	SETTLEMENT FINAL 11/16-12/31 11/16/2020 12/31/2020	JAN21	TAX REVENUES	N
267	**TREASURER/NORTH MANKATO CITY**		**111,938.38**	**1** Transactions			
305	**TREASURER/OSHAWA TWP**						
	80-823-000-0000-5002		14,758.52	SETTLEMENT FINAL 11/16-12/31	JAN21	TAX REVENUES	N

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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
				11/16/2020 12/31/2020			
305	**TREASURER/OSHAWA TWP**		**14,758.52**	**1** Transactions			
288	**TREASURER/RIDGELY TWP**						
	80-823-000-0000-5002		3,339.03	SETTLEMENT FINAL 11/16-12/31	JAN21	TAX REVENUES	N
				11/16/2020 12/31/2020			
288	**TREASURER/RIDGELY TWP**		**3,339.03**	**1** Transactions			
269	**TREASURER/ST PETER CITY**						
	80-823-000-0000-5002		57,947.32	SETTLEMENT FINAL 11/16-12/31	JAN21	TAX REVENUES	N
				11/16/2020 12/31/2020			
269	**TREASURER/ST PETER CITY**		**57,947.32**	**1** Transactions			
290	**TREASURER/TRAVERSE TWP**						
	80-823-000-0000-5002		6,896.41	SETTLEMENT FINAL 11/16-12/31	JAN21	TAX REVENUES	N
				11/16/2020 12/31/2020			
290	**TREASURER/TRAVERSE TWP**		**6,896.41**	**1** Transactions			
292	**TREASURER/WEST NEWTON TWP**						
	80-823-000-0000-5002		15,612.05	SETTLEMENT FINAL 11/16-12/31	JAN21	TAX REVENUES	N
				11/16/2020 12/31/2020			
292	**TREASURER/WEST NEWTON TWP**		**15,612.05**	**1** Transactions			
823	**DEPT Total:**		**364,366.98**	**TOWN-CITY**	**20 Vendors**	**20 Transactions**	
825	DEPT			REGION NINE			
329	**TREASURER/REGION 9 COMMISSION**						
	80-825-000-0000-5002		4,454.74	SETTLEMENT FINAL 11/16-12/31	JAN21	TAX REVENUES	N
				11/16/2020 12/31/2020			
329	**TREASURER/REGION 9 COMMISSION**		**4,454.74**	**1** Transactions			
825	**DEPT Total:**		**4,454.74**	**REGION NINE**	**1 Vendors**	**1 Transactions**	
829	DEPT			STATE-TIF COLLECTIONS & STATE GNL			
3423	**TREASURER DIVISION ACCT**						
	80-829-000-0000-5002		32.49	SETTLEMENT FINAL 11/16-12/31	JAN21	TAX REVENUE-ST TIF;STATE GEN PR	N
				11/16/2020 12/31/2020			

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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
3423	**TREASURER DIVISION ACCT**		**32.49**	1 Transactions			
829	**DEPT Total:**		**32.49**	**STATE-TIF COLLECTIONS & STATE GNL**	**1 Vendors**	**1 Transactions**	
80	**Fund Total:**		**901,491.89**	**SETTLEMENT FUND**		**29 Transactions**	
	Final Total:		**901,491.89**	**29 Vendors**	**29 Transactions**		

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Recap by Fund	Fund	Amount	Name
	80	901,491.89	SETTLEMENT FUND
	All Funds	901,491.89	Total

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*** Nicollet County ***

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

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

Page Break By: 1
1 - Page Break by Fund
2 - Page Break by Dept

Explode Dist. Formulas?: N

Paid on Behalf Of Name on Audit List?: N

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

Save Report Options?: N

	Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
63	DEPT					OFFICE OF TECHNOLOGIES			
	9128	**CANON SOLUTIONS AMERICA INC**							
		01-063-000-0000-6310			457.66	CONSOLIDATED INVOICE MAINT 01/01/2021 01/31/2021	45724	EQUIPMENT REPAIRS & MAINTENANC	N
	9128	**CANON SOLUTIONS AMERICA INC**			**457.66**	**1** Transactions			
	2571	**US BANK EQUIPMENT & FINANCE**							
		01-063-000-0000-6310	AP	2	260.00	CONTRACT 500-0590180-000 12/01/2020 12/31/2020	432395325	EQUIPMENT REPAIRS & MAINTENANC	N
		01-063-000-0000-6310	AP	2	52.00	CONTRACT 500-0590180-000 LATE 12/01/2020 12/31/2020	432395325	EQUIPMENT REPAIRS & MAINTENANC	N
		01-063-000-0000-6310			260.00	CONTRACT 500-0590180-000 01/01/2021 01/31/2021	432395325	EQUIPMENT REPAIRS & MAINTENANC	N
		01-063-000-0000-6310	AP	2	270.15	CONTRACT 500-0570251-000 12/01/2020 12/31/2020	432652758	EQUIPMENT REPAIRS & MAINTENANC	N
		01-063-000-0000-6310	AP	2	27.02	CONTRACT 500-0570251-000 LATE 12/01/2020 12/31/2020	432652758	EQUIPMENT REPAIRS & MAINTENANC	N
		01-063-000-0000-6310	AP	2	27.02	CONTRACT 500-0570251-000 LATE 12/01/2020 12/31/2020	432652758	EQUIPMENT REPAIRS & MAINTENANC	N
		01-063-000-0000-6310			270.15	CONTRACT 500-0570251-000 01/01/2021 01/31/2021	432652758	EQUIPMENT REPAIRS & MAINTENANC	N
	2571	**US BANK EQUIPMENT & FINANCE**			**1,166.34**	**7** Transactions			
63	**DEPT Total:**				**1,624.00**	**OFFICE OF TECHNOLOGIES**	**2 Vendors**	**8 Transactions**	
85	DEPT					OTHER GEN GOVT COSTS & INSURANCE			
	6043	**PARAGON PRINTING MAILING INC**							
		01-085-000-0000-6202	AP	2	200.71	DECEMBER PRESORT MAILINGS 12/01/2020 12/31/2020	121735	POSTAGE/FREIGHT/BOX RENT	N
	6043	**PARAGON PRINTING MAILING INC**			**200.71**	**1** Transactions			
85	**DEPT Total:**				**200.71**	**OTHER GEN GOVT COSTS & INSURANCI**	**1 Vendors**	**1 Transactions**	
110	DEPT					TELEPHONE			
	134	**NUVERA COMMUNICATIONS INC**							
		01-110-000-0000-6201			119.49	KLOSSNER SHOP JAN 01/01/2021 01/31/2021	83254883	TELEPHONE	N

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Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
134	**NUVERA COMMUNICATIONS INC**			**119.49**	**1** Transactions			
110	**DEPT Total:**			**119.49**	**TELEPHONE**	**1 Vendors**	**1 Transactions**	
111	DEPT				COURTHOUSE OPERATIONS			
6283	**CENTERPOINT ENERGY**							
	01-111-000-0000-6412	AP	2	4,106.23	ACCT# 6091512-1 COURTHOUSE 1 11/30/2020 12/31/2020	6091512-1	NATURAL GAS / FUEL OIL	N
	01-111-000-0000-6412	AP	2	82.08	ACCT# 6091515-4 JAIL 12/08/2020 12/31/2020	6091515-4	NATURAL GAS / FUEL OIL	N
	01-111-000-0000-6412			23.97	ACCT# 6091515-4 JAIL 01/01/2021 01/07/2021	6091515-4	NATURAL GAS / FUEL OIL	N
6283	**CENTERPOINT ENERGY**			**4,212.28**	**3** Transactions			
1	**ST PETER FINANCE DEPARTMENT**							
	01-111-000-0000-6250	DTG	1	49.82	102-002505-00 FRONT S LITES 11/11/2020 12/11/2020	102-002505-00	ELECTRICITY, WATER & SEWER	N
	01-111-000-0000-6250	DTG	1	499.58	102-002600-01 LEC 11/13/2020 12/14/2020	102-002600-01	ELECTRICITY, WATER & SEWER	N
	01-111-000-0000-6250	DTG	1	66.95	102-002601-01 COURTHOUSE 1 11/13/2020 12/14/2020	102-002601-01	ELECTRICITY, WATER & SEWER	N
	01-111-000-0000-6250	DTG	1	8,273.61	102-002602-01 COURTHOUSE 2 11/13/2020 12/14/2020	102-002602-01	ELECTRICITY, WATER & SEWER	N
1	**ST PETER FINANCE DEPARTMENT**			**8,889.96**	**4** Transactions			
111	**DEPT Total:**			**13,102.24**	**COURTHOUSE OPERATIONS**	**2 Vendors**	**7 Transactions**	
116	DEPT				HEALTH & HUMAN SERVICES BUILDING			
1	**ST PETER FINANCE DEPARTMENT**							
	01-116-000-0000-6250	DTG	1	3,861.98	102-002603-00 HHS BLDG 11/13/2020 12/14/2020	102-002603-00	ELECTRICITY, WATER & SEWER	N
1	**ST PETER FINANCE DEPARTMENT**			**3,861.98**	**1** Transactions			
116	**DEPT Total:**			**3,861.98**	**HEALTH & HUMAN SERVICES BUILDING**	**1 Vendors**	**1 Transactions**	
255	DEPT				PROBATION DEPT			
711	**KWIK TRIP INC**							
	01-255-000-0000-6566	AP	2	290.37	GAS FOR DEC		GAS, DIESEL, OTHER FUELS	N

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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
711	**KWIK TRIP INC**		**290.37**	**1** Transactions			
255	**DEPT Total:**		**290.37**	**PROBATION DEPT**	**1 Vendors**	**1 Transactions**	
526	DEPT			COUNTY LIBRARY SERVICES			
267	**TREASURER/NORTH MANKATO CITY**						
	01-526-000-0000-6902		12,511.00	1ST QTR LIBRARY SERVICES 01/01/2021 03/31/2021	01974	APPROPRIATIONS	N
	01-526-000-0000-6902		2,500.00	1ST QTR BOOKMOBILE SERVICES 01/01/2021 03/31/2021	01974	APPROPRIATIONS	N
267	**TREASURER/NORTH MANKATO CITY**		**15,011.00**	**2** Transactions			
526	**DEPT Total:**		**15,011.00**	**COUNTY LIBRARY SERVICES**	**1 Vendors**	**2 Transactions**	
605	DEPT			NICOLLET SOIL & WATER CONSERVATIC			
294	**FIRST NATIONAL BANK**						
	01-605-000-0000-6155		145.83	CO VEBA CONTRIB KEVIN JAN 01/01/2021 01/31/2021	JAN21	HEALTH REIMB ACCT	N
294	**FIRST NATIONAL BANK**		**145.83**	**1** Transactions			
7086	**PIONEER BANK**						
	01-605-000-0000-6156		2,017.00	HEALTH INSUR/JAN/BLAKE 01/01/2021 01/31/2021	JAN21	HEALTH INS CO SHARE	N
	01-605-000-0000-6156		673.00	HEALTH INSUR/JAN/ERIC 01/01/2021 01/31/2021	JAN21	HEALTH INS CO SHARE	N
	01-605-000-0000-6156		2,192.00	HEALTH INSUR/JAN/KEVIN 01/01/2021 01/31/2021	JAN21	HEALTH INS CO SHARE	N
	01-605-000-0000-6156		2,017.00	HEALTH INSUR/JAN/JUDY 01/01/2021 01/31/2021	JAN21	HEALTH INS CO SHARE	N
7086	**PIONEER BANK**		**6,899.00**	**4** Transactions			
7087	**PIONEER BANK**						
	01-605-000-0000-6158		55.00	DENTAL INSUR/JAN/BLAKE 01/01/2021 01/31/2021	JAN21	DENTAL INS CO SHARE	N
	01-605-000-0000-6158		105.00	DENTAL INSUR/JAN/JUDY 01/01/2021 01/31/2021	JAN21	DENTAL INS CO SHARE	N
	01-605-000-0000-6158		105.00	DENTAL INSUR/JAN/ERIC 01/01/2021 01/31/2021	JAN21	DENTAL INS CO SHARE	N

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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
	01-605-000-0000-6158		55.00	DENTAL INSUR/JAN/KEVIN 01/01/2021 01/31/2021	JAN21	DENTAL INS CO SHARE	N
7087	**PIONEER BANK**		**320.00**	**4** Transactions			
7089	**PIONEER BANK**						
	01-605-000-0000-6155		311.66	ER HSA CONTRIBUTION/JAN/BLAKE 01/01/2021 01/31/2021	JAN21	HEALTH REIMB ACCT	N
	01-605-000-0000-6155		311.66	ER HSA CONTRIBUTION/JAN/JUDY 01/01/2021 01/31/2021	JAN21	HEALTH REIMB ACCT	N
	01-605-000-0000-6155		152.75	ER HSA CONTRIBUTION/JAN/ERIC 01/01/2021 01/31/2021	JAN21	HEALTH REIMB ACCT	N
	01-605-000-0000-6155		288.00	EE HSA CONTRIBUTION/JAN/BLAKE 01/01/2021 01/31/2021	JAN21	HEALTH REIMB ACCT	N
	01-605-000-0000-6155		288.00	EE HSA CONTRIBUTION/JAN/JUDY 01/01/2021 01/31/2021	JAN21	HEALTH REIMB ACCT	N
	01-605-000-0000-6155		50.50	EE HSA CONTRIBUTION/JAN/ERIC 01/01/2021 01/31/2021	JAN21	HEALTH REIMB ACCT	N
	01-605-000-0000-6155		229.16	EE HSA CONTRIBUTION/JAN/KEVIN 01/01/2021 01/31/2021	JAN21	HEALTH REIMB ACCT	N
7089	**PIONEER BANK**		**1,631.73**	**7** Transactions			
6721	**THE LINCOLN NATIONAL LIFE INSURANCE**						
	01-605-000-0000-6157		13.50	EE OPT LIFE/ERIC/DEC 01/01/2021 01/31/2021	JAN21	LIFE INS CO SHARE	N
	01-605-000-0000-6157		3.02	ER LIFE/JUDY/JAN 01/01/2021 01/31/2021	JAN21	LIFE INS CO SHARE	N
	01-605-000-0000-6157		6.83	ER LIFE/BLAKE/JAN 01/01/2021 01/31/2021	JAN21	LIFE INS CO SHARE	N
	01-605-000-0000-6157		4.29	ER LIFE/ERIC/JAN 01/01/2021 01/31/2021	JAN21	LIFE INS CO SHARE	N
	01-605-000-0000-6157		6.83	ER LIFE/KEVIN/JAN 01/01/2021 01/31/2021	JAN21	LIFE INS CO SHARE	N
	01-605-000-0000-6159		5.47	LTD/JUDY/JAN 01/01/2021 01/31/2021	JAN21	DISABILITY CO SHARE	N
	01-605-000-0000-6159		7.00	LTD/BLAKE/JAN 01/01/2021 01/31/2021	JAN21	DISABILITY CO SHARE	N
	01-605-000-0000-6159		5.40	LTD/ERIC/JAN 01/01/2021 01/31/2021	JAN21	DISABILITY CO SHARE	N
	01-605-000-0000-6159		7.00	LTD/KEVIN/JAN	JAN21	DISABILITY CO SHARE	N

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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
				01/01/2021 01/31/2021			
6721	**THE LINCOLN NATIONAL LIFE INSURANCE**		**59.34**	**9** Transactions			
605	**DEPT Total:**		**9,055.90**	**NICOLLET SOIL & WATER CONSERVATI**	**5 Vendors**	**25 Transactions**	
701	DEPT			ECONOMIC DEVELOPMENT/APPROPRIA			
6489	**SOUTHERN MN INITIATIVE FOUNDATION**						
	01-701-000-0004-6902		3,500.00	2021 APPROPRIATIONS	ENDOWMENT	SO MN INITIATIVE FOUNDATION/APPI	N
				01/01/2021 12/31/2021			
6489	**SOUTHERN MN INITIATIVE FOUNDATION**		**3,500.00**	**1** Transactions			
701	**DEPT Total:**		**3,500.00**	**ECONOMIC DEVELOPMENT/APPROPRIA**	**1 Vendors**	**1 Transactions**	
1	**Fund Total:**		**46,765.69**	**GENERAL REVENUE FUND**		**47 Transactions**	

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Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
440	DEPT				PUBLIC HEALTH			
6043	**PARAGON PRINTING MAILING INC**							
	11-440-450-0000-6202	AP	2	496.53	DECEMBER PRESORT MAILINGS 12/01/2020 12/31/2020	121735	POSTAGE	N
6043	**PARAGON PRINTING MAILING INC**			**496.53**	**1** Transactions			
440	**DEPT Total:**			**496.53**	**PUBLIC HEALTH**	**1 Vendors**	**1 Transactions**	
11	**Fund Total:**			**496.53**	**HUMAN SERVICES FUND**		**1 Transactions**	

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	Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
650	DEPT					COUNTY DITCHES			
	148	**BROWN COUNTY REA**							
		41-650-851-0000-6250	AP	2	921.64	CD86A ELECTRICITY DEC 12/01/2020 12/31/2020	83131	ELECTRICITY, WATER & SEWER	N
		41-650-854-0000-6250	AP	2	119.89	CD90 ELECTRICITY DEC 12/01/2020 12/31/2020	83132	ELECTRICITY, WATER & SEWER	N
	148	**BROWN COUNTY REA**			**1,041.53**	**2** Transactions			
	9817	**MOLNAU TRUCKING LLC**							
		41-650-844-0000-6508	AP	2	53,797.35	PAYMENT #1 12/01/2020 12/31/2020	PAY APP 1	DITCH ADMINISTRATIVE EXPENSES	Y
	9817	**MOLNAU TRUCKING LLC**			**53,797.35**	**1** Transactions			
650	**DEPT Total:**				**54,838.88**	**COUNTY DITCHES**	**2 Vendors**	**3 Transactions**	
41	**Fund Total:**				**54,838.88**	**DITCH FUND**		**3 Transactions**	
	Final Total:				**102,101.10**	**18 Vendors**	**51 Transactions**		

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Recap by Fund	Fund	Amount	Name
	1	46,765.69	GENERAL REVENUE FUND
	11	496.53	HUMAN SERVICES FUND
	41	54,838.88	DITCH FUND
	All Funds	102,101.10	Total

Approved by,

1-26-2021

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Nicollet County Board of Commissioners
Board Meeting Agenda Item

NICOLLET COUNTY EST. 1853

Agenda Item:

Approved Commissioner Warrants

Primary Originating Division/Dept.: Finance Department	Meeting Date: 1/26/2021
Contact: Title:	Item Type: (Select One) Regular Agenda
Amount of Time Requested minutes	
Presenter: Title:	Attachments: ○ Yes ◉ No

County Strategy: (Select One) Financial Security - prudent use of taxpayer resources

BACKGROUND/JUSTIFICATION:

Supporting Documents: ○ Attached ○ In Signature Folder ◉ None

Prior Board Action Taken on this Agenda Item: ○ Yes ◉ No

If "yes", when? (provide year; mm/dd/yy if known)

Approved by County Attorney's Office: ○ Yes ○ No ◉ N/A

ACTION REQUESTED:

FISCAL IMPACT: Other (Select One)

If "Other", specify

FUNDING

County Dollars =

Grant (Select One)

Total

FTE IMPACT: No FTE change (Select One)

If "Increase or "Decrease" specify:

Related Financial/FTE Comments:

Print List in Order By:	2	1 - Fund (Page Break by Fund) 2 - Department (Totals by Dept) 3 - Vendor Number 4 - Vendor Name	Page Break By:	1	1 - Page Break by Fund 2 - Page Break by Dept
Explode Dist. Formulas?:	N				
Paid on Behalf Of Name on Audit List?:	N				
Type of Audit List:	D	D - Detailed Audit List S - Condensed Audit List			
Save Report Options?:	N				

	Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
5	DEPT					COMMISSIONERS			
	5306	**KOLARS/JACK**							
		01-005-000-0000-6330	AP	2	9.20	MILEAGE DEC20 COMM 12/03/2020 12/29/2020	JAN21	TRAVEL EXPENSE - MILEAGE	N
	5306	**KOLARS/JACK**			**9.20**	**1** Transactions			
	5647	**LUEPKE/JOHN**							
		01-005-000-0000-6330	AP	2	28.75	MILEAGE DEC20 COMM 12/15/2020 12/15/2020	JAN21	TRAVEL EXPENSE - MILEAGE	S
	5647	**LUEPKE/JOHN**			**28.75**	**1** Transactions			
5	**DEPT Total:**				**37.95**	**COMMISSIONERS**	**2 Vendors**	**2 Transactions**	
48	DEPT					PUBLIC SERVICES			
	9464	**INNOVATIVE OFFICE SOLUTIONS**							
		01-048-000-0000-6401	AP	2	17.38	OFFICE SUPPLIES 2020 12/31/2020 12/31/2020	3212651	OFFICE SUPPLIES	N
		01-048-000-0000-6401	AP	2	27.00	OFFICE SUPPLIES 2020 12/31/2020 12/31/2020	3214603	OFFICE SUPPLIES	N
	9464	**INNOVATIVE OFFICE SOLUTIONS**			**44.38**	**2** Transactions			
48	**DEPT Total:**				**44.38**	**PUBLIC SERVICES**	**1 Vendors**	**2 Transactions**	
55	DEPT					PROPERTY ASSESSMENT			
	1123	**CARLSON/MARCUS**							
		01-055-000-0000-6330	AP	2	98.33	MILEAGE DEC20 12/08/2020 12/31/2020	JAN21	TRAVEL EXPENSE - MILEAGE	N
		01-055-000-0000-6401	AP	2	6.97	REIMB BATTERIES 2020 12/08/2020 12/08/2020	JAN21	OFFICE SUPPLIES	N
	1123	**CARLSON/MARCUS**			**105.30**	**2** Transactions			
	9464	**INNOVATIVE OFFICE SOLUTIONS**							
		01-055-000-0000-6401			43.76	OFFICE SUPPLIES 01/04/2021 01/04/2021	3216554	OFFICE SUPPLIES	N
	9464	**INNOVATIVE OFFICE SOLUTIONS**			**43.76**	**1** Transactions			
	5003	**JACKSON/SHANA**							
		01-055-000-0000-6330	AP	2	130.53	MILEAGE DEC20	JAN21	TRAVEL EXPENSE - MILEAGE	N

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Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
					12/02/2020 12/22/2020			
5003	**JACKSON/SHANA**			**130.53**	**1** Transactions			
846	**OLSON/BRIDGET**							
	01-055-000-0000-6330	AP	2	24.73	MILEAGE DEC20	JAN21	TRAVEL EXPENSE - MILEAGE	N
					12/28/2020 12/28/2020			
846	**OLSON/BRIDGET**			**24.73**	**1** Transactions			
3794	**WESTON/MELISSA**							
	01-055-000-0000-6330	AP	2	84.53	MILEAGE DEC20	JAN21	TRAVEL EXPENSE - MILEAGE	N
					12/18/2020 12/31/2020			
3794	**WESTON/MELISSA**			**84.53**	**1** Transactions			
2061	**WILLS/MICHELE**							
	01-055-000-0000-6330	AP	2	11.50	MILEAGE DEC20	JAN21	TRAVEL EXPENSE - MILEAGE	N
					12/01/2020 12/22/2020			
2061	**WILLS/MICHELE**			**11.50**	**1** Transactions			
55	**DEPT Total:**			**400.35**	**PROPERTY ASSESSMENT**	**6 Vendors**	**7 Transactions**	
60	DEPT				HUMAN RESOURCES			
5847	**ARAMARK**							
	01-060-120-0000-6405	AP	2	16.64	FIRST AID CABINET/SC 2020	2801230615	SAFETY COMMITTEE SUPPLIES	N
					12/01/2020 12/01/2020			
	01-060-120-0000-6405	AP	2	18.64	FIRST AID CABINET/SC 2020	2801233046	SAFETY COMMITTEE SUPPLIES	N
					12/08/2020 12/08/2020			
	01-060-120-0000-6405	AP	2	16.64	FIRST AID CABINET/SC 2020	2801235390	SAFETY COMMITTEE SUPPLIES	N
					12/15/2020 12/15/2020			
	01-060-120-0000-6405	AP	2	16.64	FIRST AID CABINET/SC 2020	2801237761	SAFETY COMMITTEE SUPPLIES	N
					12/22/2020 12/22/2020			
	01-060-120-0000-6405	AP	2	16.64	FIRST AID CABINET/SC 2020	2801239896	SAFETY COMMITTEE SUPPLIES	N
					12/29/2020 12/29/2020			
	01-060-120-0000-6405	AP	2	16.64	FIRST AID CABINET/SC 2020	2801240083	SAFETY COMMITTEE SUPPLIES	N
					12/28/2020 12/28/2020			
	01-060-120-0000-6405			16.64	FIRST AID CABINET/SC	2801242493	SAFETY COMMITTEE SUPPLIES	N
					01/04/2021 01/04/2021			
5847	**ARAMARK**			**118.48**	**7** Transactions			
6735	**CONVENE LLC**							

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Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
	01-060-000-0000-6846			999.00	2021 CONVENE TRNG CONTRACT 01/01/2021 12/31/2021	JAN21	STAFF DEVELOPMENT	N
6735	**CONVENE LLC**			**999.00**	**1** Transactions			
6706	**DATA PRACTICES OFFICE**							
	01-060-000-0000-6242			125.00	INTRO TO DATA PRACTICES TRNG 01/01/2021 12/31/2021	639818	REG,MEMBER,CONF,DUES; STAFF DE	N
6706	**DATA PRACTICES OFFICE**			**125.00**	**1** Transactions			
60	**DEPT Total:**			**1,242.48**	**HUMAN RESOURCES**	**3 Vendors**	**9 Transactions**	
63	DEPT				OFFICE OF TECHNOLOGIES			
587	**ACCELA INC**							
	01-063-000-0000-6260			12,348.43	CIVIC PLATFORM SUBSCRIPTION 01/01/2021 12/31/2021	ACC53351	PROFESSIONAL & TECHNICAL SERVI	N
587	**ACCELA INC**			**12,348.43**	**1** Transactions			
6769	**AW COMPANIES INC**							
	01-063-000-0000-6260	AP	2	778.68	ADMIN ASST S GAST 2020 12/21/2020 12/23/2020	34103908	PROFESSIONAL & TECHNICAL SERVI	N
	01-063-000-0000-6260	AP	2	1,038.24	ADMIN ASST S GAST 2020 12/28/2020 12/31/2020	34103924	PROFESSIONAL & TECHNICAL SERVI	N
6769	**AW COMPANIES INC**			**1,816.92**	**2** Transactions			
6828	**CDW GOVERNMENT INC**							
	01-063-000-0000-6407	AP	2	3,210.24	18 TB HARD DRIVE (6) 2020 12/28/2020 12/28/2020	5931680	NON CAPITAL EQUIPMENT SUPPLIES	N
6828	**CDW GOVERNMENT INC**			**3,210.24**	**1** Transactions			
8337	**FRSECURE LLC**							
	01-063-000-0000-6402			11,542.50	FACT SYSTEM 1ST QUARTER 2021 01/01/2021 03/31/2021	FR-10308	DATA PROCESSING SUPPLIES	N
8337	**FRSECURE LLC**			**11,542.50**	**1** Transactions			
9464	**INNOVATIVE OFFICE SOLUTIONS**							
	01-063-000-0000-6401	AP	2	12.88	OFFICE SUPPLIES 2020 12/29/2020 12/29/2020	3212140	OFFICE SUPPLIES	N
9464	**INNOVATIVE OFFICE SOLUTIONS**			**12.88**	**1** Transactions			

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Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
4221	**MN COUNTIES COMPUTER COOP**							
	01-063-000-0000-6266	AP	2	170.00	IFS UPDATE 2020 12/29/2020 12/29/2020	2012055	MCCC SERVICES/CHRGS	N
4221	**MN COUNTIES COMPUTER COOP**			**170.00**	**1** Transactions			
7571	**NEW HORIZONS COMPUTER LEARNING CE**							
	01-063-000-0000-6242			7,400.00	VMWARE TRAINING (4) 01/21/2021 01/21/2021	522232-Z3Q7Z4	REG,MEMBER,CONF,DUES; STAFF DE	N
7571	**NEW HORIZONS COMPUTER LEARNING CE**			**7,400.00**	**1** Transactions			
8413	**TRITECH SOFTWARE SYSTEMS**							
	01-063-000-0000-6310			38,211.42	LETG SOFTWARE MAINTENANCE 01/01/2021 12/31/2021	301038	EQUIPMENT REPAIRS & MAINTENANC	N
8413	**TRITECH SOFTWARE SYSTEMS**			**38,211.42**	**1** Transactions			
8936	**ZIXCORP / DEPT 41359**							
	01-063-000-0000-6262			17,995.00	EMAIL ENCYPTION LICENSE YR3 01/01/2021 12/31/2021	INV219767	DATA PROCESSING SERVICES	N
8936	**ZIXCORP / DEPT 41359**			**17,995.00**	**1** Transactions			
63	**DEPT Total:**			**92,707.39**	**OFFICE OF TECHNOLOGIES**	**9 Vendors**	**10 Transactions**	
85	DEPT				OTHER GEN GOVT COSTS & INSURANCE			
68943	**FREE PRESS/THE**							
	01-085-000-0000-6240	AP	2	386.28	OPEN POSITION FAC MAINT 2020 12/27/2020 12/27/2020	112529123120	ADVERTISING & LEGAL NOTICES	N
68943	**FREE PRESS/THE**			**386.28**	**1** Transactions			
3261	**LAFAYETTE NICOLLET LEDGER**							
	01-085-000-0000-6240	AP	2	77.00	PUBLIC NOTICE COMP PLAN 2020 12/03/2020 12/03/2020	1749	ADVERTISING & LEGAL NOTICES	N
	01-085-000-0000-6240	AP	2	42.00	PUBLIC NOTICE BOARD ADJ/APP 20 12/10/2020 12/10/2020	1749	ADVERTISING & LEGAL NOTICES	N
	01-085-000-0000-6240	AP	2	73.50	PUBLIC NOTICE ELECTED COMP 20 12/24/2020 12/24/2020	1749	ADVERTISING & LEGAL NOTICES	N
3261	**LAFAYETTE NICOLLET LEDGER**			**192.50**	**3** Transactions			
1188	**MN COUNTIES INTERGOVERNMENTAL TRU**							
	01-085-000-0000-6350			232,888.00	2021 RENEW PC110021-1	18461R	INSURANCE-PROP/LIABILITY/WORK C	N

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Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
					01/01/2021 12/31/2021			
	01-085-000-0000-6350			145,863.00	2021 RENEW WC110021-1	18461R	INSURANCE-PROP/LIABILITY/WORK C	N
					01/01/2021 12/31/2021			
1188	**MN COUNTIES INTERGOVERNMENTAL TRU**			**378,751.00**	**2** Transactions			
85	**DEPT Total:**			**379,329.78**	**OTHER GEN GOVT COSTS & INSURANCI**	**3 Vendors**	**6 Transactions**	
91	DEPT				COUNTY ATTORNEY			
4450	**BLUE EARTH COUNTY SHERIFF'S OFFICE**							
	01-091-000-0000-6260	DTG	1	130.00	SUBPOENA 52-CR-20-172 2020	2020-1563	PROFESSIONAL & TECHNICAL SERVI	N
					12/15/2020 12/15/2020			
4450	**BLUE EARTH COUNTY SHERIFF'S OFFICE**			**130.00**	**1** Transactions			
1970	**CHRISTIAN KEOGH MORAN AND KING**							
	01-091-000-0000-6260	AP	2	76.00	ST VS JB 2020	698.267	PROFESSIONAL & TECHNICAL SERVI	Y
					12/07/2020 12/07/2020			
1970	**CHRISTIAN KEOGH MORAN AND KING**			**76.00**	**1** Transactions			
8336	**LE SUEUR CO SHERIFF DEPT**							
	01-091-000-0000-6260	DTG	1	70.00	SUBPOENA 52-JV-20-107 2020	2233	PROFESSIONAL & TECHNICAL SERVI	N
					12/23/2020 12/23/2020			
8336	**LE SUEUR CO SHERIFF DEPT**			**70.00**	**1** Transactions			
7798	**MCAA**							
	01-091-000-0000-6242			4,744.00	2021 MCAA MEMBERSHIP DUES	21975	REG,MEMBER,CONF,DUES; STAFF DE	N
					01/01/2021 12/31/2021			
7798	**MCAA**			**4,744.00**	**1** Transactions			
6895	**MN BUREAU OF CRIMINAL APPREHENSIOI**							
	01-091-000-0000-6260	AP	2	150.00	CJDN ACCESS FEE BCA 4QTR/2020	00000638972	PROFESSIONAL & TECHNICAL SERVI	N
					10/01/2020 12/31/2020			
6895	**MN BUREAU OF CRIMINAL APPREHENSIOI**			**150.00**	**1** Transactions			
1930	**NATIONAL DISTRICT ATTORNEYS ASSOCI.**							
	01-091-000-0000-6242			181.00	2021 NDAA MEMBERSHIP RENEWAL	300011756	REG,MEMBER,CONF,DUES; STAFF DE	N
					01/01/2021 12/31/2021			
1930	**NATIONAL DISTRICT ATTORNEYS ASSOCI.**			**181.00**	**1** Transactions			
5439	**THOMSON REUTERS WEST**							

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	Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
		01-091-000-0000-6452	AP	2	742.61	WEST INFORMATION CHARGES DEC20 12/01/2020 12/31/2020	843595276	REFERENCE BOOKS & MATERIALS	N
	5439	**THOMSON REUTERS WEST**			**742.61**	**1** Transactions			
91	**DEPT Total:**				**6,093.61**	**COUNTY ATTORNEY**	**7 Vendors**	**7 Transactions**	
93	DEPT					CO ATTORNEY-FORFEITED PROPERTY I			
	1920	**MCAA EDUCATIONAL FOUNDATION**							
		01-093-000-0000-6802			150.00	CONTRIB TO 2021 MCAA ED FOUND 01/01/2021 12/31/2021	313	FORFEITURE FUNDS	N
	1920	**MCAA EDUCATIONAL FOUNDATION**			**150.00**	**1** Transactions			
93	**DEPT Total:**				**150.00**	**CO ATTORNEY-FORFEITED PROPERTY I**	**1 Vendors**	**1 Transactions**	
111	DEPT					COURTHOUSE OPERATIONS			
	7202	**ARNOLD'S STORAGE**							
		01-111-000-0000-6410			540.00	ANNUAL STORAGE RENT/N MKTO 01/01/2021 12/31/2021	33520	CUSTODIAL SUPPLIES/BUILDINGS	N
	7202	**ARNOLD'S STORAGE**			**540.00**	**1** Transactions			
	8029	**ARROW ACE HARDWARE INC**							
		01-111-000-0000-6410	AP	2	49.95	FLUORESCENT BULBS 2020 12/01/2020 12/01/2020	194707	CUSTODIAL SUPPLIES/BUILDINGS	N
		01-111-000-0000-6410	AP	2	17.58	CAULK/BULB 2020 12/01/2020 12/01/2020	194722	CUSTODIAL SUPPLIES/BUILDINGS	N
		01-111-000-0000-6410	AP	2	96.67	HEX NUTS/SCREWS/LADDER 2020 12/04/2020 12/04/2020	194782	CUSTODIAL SUPPLIES/BUILDINGS	N
		01-111-000-0000-6410	AP	2	15.99	D BATTERIES 2020 12/14/2020 12/14/2020	194900	CUSTODIAL SUPPLIES/BUILDINGS	N
		01-111-000-0000-6410	AP	2	25.99	ENTRY LOCKS 2020 12/21/2020 12/21/2020	194977	CUSTODIAL SUPPLIES/BUILDINGS	N
		01-111-000-0000-6410	AP	2	16.74	KEYS 2020 12/21/2020 12/21/2020	194981	CUSTODIAL SUPPLIES/BUILDINGS	N
		01-111-000-0000-6410	AP	2	24.95	BATTERIES/SOAP 2020 12/22/2020 12/22/2020	195013	CUSTODIAL SUPPLIES/BUILDINGS	N
		01-111-000-0000-6410	AP	2	79.98	SNOW SHOVELS 2020 12/23/2020 12/23/2020	195028	CUSTODIAL SUPPLIES/BUILDINGS	N

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8029	**ARROW ACE HARDWARE INC**			**327.85**	**8** Transactions			
7126	**BATTERIES PLUS BULBS**							
	01-111-000-0000-6329	AP	2	15.95	3V LITHIUM BATTERIES 2020 12/21/2020 12/21/2020	P34810304	BUILDING/GROUNDS MAINTENANCE	N
7126	**BATTERIES PLUS BULBS**			**15.95**	**1** Transactions			
6163	**PRECISION ALARM SYSTEMS LLC**							
	01-111-000-0000-6260	AP	2	392.15	ANNUAL FIRE ALARM TEST JAIL 20 09/28/2020 09/28/2020	5646	PROFESSIONAL & TECHNICAL SERVI	N
	01-111-000-0000-6260	AP	2	238.25	PANIC ALARM SYSTEM REPAIR 2020 09/22/2020 09/22/2020	5647	PROFESSIONAL & TECHNICAL SERVI	N
6163	**PRECISION ALARM SYSTEMS LLC**			**630.40**	**2** Transactions			
111	**DEPT Total:**			**1,514.20**	**COURTHOUSE OPERATIONS**	**4 Vendors**	**12 Transactions**	
115	DEPT				NM COUNTY OFFICES BUIILDING			
9785	**PETERS LAWN SERVICE INC**							
	01-115-000-0000-6340	AP	2	400.00	SNOW REMOVAL N MKTO 2020 12/26/2020 12/31/2020	23697	RENTALS & SERVICE AGREEMENTS	N
9785	**PETERS LAWN SERVICE INC**			**400.00**	**1** Transactions			
115	**DEPT Total:**			**400.00**	**NM COUNTY OFFICES BUIILDING**	**1 Vendors**	**1 Transactions**	
127	DEPT				PROPERTY SERVICES			
807	**AMERICAN PLANNING ASSOCIATION**							
	01-127-000-0000-6242			227.00	2021 APA MEMBERSHIP HAMMEL 01/01/2021 12/31/2021	220668-20104	REG,MEMBER,CONF,DUES; STAFF DI	N
807	**AMERICAN PLANNING ASSOCIATION**			**227.00**	**1** Transactions			
5470	**BIEHN/DEANNA**							
	01-127-000-0000-6330	AP	2	21.85	MILEAGE DEC20 12/03/2020 12/04/2020	JAN21	TRAVEL EXPENSE - MILEAGE	N
5470	**BIEHN/DEANNA**			**21.85**	**1** Transactions			
2881	**HAMMEL / JON**							
	01-127-000-0000-6330	AP	2	33.24	MILEAGE NOV20 11/04/2020 11/16/2020	JAN21	TRAVEL EXPENSE - MILEAGE	N

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	01-127-000-0000-6330	AP	2	66.36	MILEAGE DEC20 12/08/2020 12/21/2020	JAN21	TRAVEL EXPENSE - MILEAGE	N
2881	**HAMMEL / JON**			**99.60**	**2** Transactions			
6151	**MACPZA**							
	01-127-000-0000-6242			170.00	2021 MACPZA DUES LANDKAMER 01/01/2021 12/31/2021	JAN21	REG,MEMBER,CONF,DUES; STAFF DE	N
	01-127-000-0000-6242			80.00	2021 MACPZA DUES HAMMEL 01/01/2021 12/31/2021	JAN21	REG,MEMBER,CONF,DUES; STAFF DE	N
6151	**MACPZA**			**250.00**	**2** Transactions			
8891	**MOWA**							
	01-127-000-0000-6242			340.00	2021 MOWA MEMBERSHIPS (3) 01/01/2021 12/31/2021	153	REG,MEMBER,CONF,DUES; STAFF DE	N
8891	**MOWA**			**340.00**	**1** Transactions			
4142	**OTTERNESS/PETE**							
	01-127-000-0000-6330	AP	2	195.50	MILEAGE DEC20 12/02/2020 12/11/2020	JAN21	TRAVEL EXPENSE - MILEAGE	N
4142	**OTTERNESS/PETE**			**195.50**	**1** Transactions			
4734	**SOLID WASTE ADMINISTRATORS ASSOCI/**							
	01-127-000-0000-6242			200.00	2021 SWAA MEMBERSHIP CLYDE 01/01/2021 12/31/2021	8209	REG,MEMBER,CONF,DUES; STAFF DE	N
4734	**SOLID WASTE ADMINISTRATORS ASSOCI/**			**200.00**	**1** Transactions			
6252	**SRF CONSULTING GROUP INC**							
	01-127-000-0000-6260	AP	2	75.00	COMPREHENSIVE PLAN AUG20 08/01/2020 08/31/2020	11030.00-25	PROFESSIONAL & TECHNICAL SERVI	N
	01-127-000-0000-6260	AP	2	1,021.50	COMPREHENSIVE PLAN OCT20 10/01/2020 10/31/2020	11030.00-26	PROFESSIONAL & TECHNICAL SERVI	N
6252	**SRF CONSULTING GROUP INC**			**1,096.50**	**2** Transactions			
1731	**WETLAND PROFESSIONALS ASSOC**							
	01-127-000-0000-6242			30.00	2021 WPA MEMBERSHIP CLYDE 01/01/2021 12/31/2021	JAN21	REG,MEMBER,CONF,DUES; STAFF DE	N
1731	**WETLAND PROFESSIONALS ASSOC**			**30.00**	**1** Transactions			

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127	**DEPT Total:**			**2,460.45**	**PROPERTY SERVICES**	**9 Vendors**	**12 Transactions**	
201	DEPT				SHERIFF DEPT			
5870	**AXON ENTERPRISES INC**							
	01-201-000-0000-6340	AP	2	8,277.15	TASERS/TRADE-IN/CARTRIDGES 20 12/24/2020 12/24/2020	SI-1705832	RENTALS & SERVICE AGREEMENTS	N
5870	**AXON ENTERPRISES INC**			**8,277.15**	**1** Transactions			
4439	**CHUCK SPAETH FORD INC**							
	01-201-000-0000-6560			15.08	REPLACE WIPER BLADE #2309 01/04/2021 01/04/2021	544082	VEHICLE UPKEEP, REPAIRS & SUPPL	N
4439	**CHUCK SPAETH FORD INC**			**15.08**	**1** Transactions			
6089	**DRIVER AND VEHICLE SERVICES**							
	01-201-000-0000-6560	DTG	1	24.25	TABS FOR SQUAD #2311 2020 12/04/2020 12/04/2020	JAN21	VEHICLE UPKEEP, REPAIRS & SUPPL	N
6089	**DRIVER AND VEHICLE SERVICES**			**24.25**	**1** Transactions			
4057	**GALLS LLC**							
	01-201-000-0000-6807	AP	2	60.94	UNIFORM PANTS A PETERSEN 2020 12/18/2020 12/18/2020	017234137	CLOTHING ALLOWANCE	N
4057	**GALLS LLC**			**60.94**	**1** Transactions			
9464	**INNOVATIVE OFFICE SOLUTIONS**							
	01-201-000-0000-6402	AP	2	85.04	TONER 2020 12/29/2020 12/29/2020	3212140	DATA PROCESSING SERVICES	N
	01-201-000-0000-6401			41.88	OFFICE SUPPLIES 01/05/2021 01/05/2021	3218391	OFFICE SUPPLIES	N
9464	**INNOVATIVE OFFICE SOLUTIONS**			**126.92**	**2** Transactions			
5642	**MN SHERIFFS ASSOCIATION**							
	01-201-000-0000-6242			3,831.42	2021 ANNUAL SHERIFF DUES 01/01/2021 12/31/2021	21-0052	REG,MEMBER,CONF,DUES; STAFF DE	N
	01-201-000-0000-6242			4,024.10	2021 LEXIPOL DUES 01/01/2021 12/31/2021	21-0139	REG,MEMBER,CONF,DUES; STAFF DE	N
	01-201-000-0000-6242			1,403.00	2021 ICLD ONLINE TRAINING FEE 01/01/2021 12/31/2021	21-0226	REG,MEMBER,CONF,DUES; STAFF DE	N
	01-201-000-0000-6242			200.00	MORT FORCLOSURE REG DAVIS 01/01/2021 01/31/2021	224190	REG,MEMBER,CONF,DUES; STAFF DE	N

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	01-201-000-0000-6242			200.00	MORT FORCLOSURE REG BODE 01/01/2021 01/31/2021	224240	REG,MEMBER,CONF,DUES; STAFF DI	N
5642	**MN SHERIFFS ASSOCIATION**			**9,658.52**	**5** Transactions			
5989	**STREICHERS INC**							
	01-201-000-0000-6807	AP	2	49.99	UNIFORM PANTS D ARPIN 2020 12/28/2020 12/28/2020	I1473415	CLOTHING ALLOWANCE	N
5989	**STREICHERS INC**			**49.99**	**1** Transactions			
7923	**WEELBORG AUTO**							
	01-201-000-0000-6260	AP	2	68.75	PROGRAM KEY FOB #2304 2020 12/15/2020 12/15/2020	97497	PROFESSIONAL & TECHNICAL SERVI	N
7923	**WEELBORG AUTO**			**68.75**	**1** Transactions			
201	**DEPT Total:**			**18,281.60**	**SHERIFF DEPT**	**8 Vendors**	**13 Transactions**	
207	DEPT				PRISONER COMMISSIONS ACCOUNT			
4172	**STELLAR SERVICES LLC**							
	01-207-000-0000-6277	AP	2	74.21	INMATE ORDER 12/27/20 12/27/2020 12/27/2020	162700	JAIL MATERIALS & EQUIPMENT	N
	01-207-000-0000-6277	AP	2	100.44	INMATE ORDER 12/27/20 12/27/2020 12/27/2020	162701	JAIL MATERIALS & EQUIPMENT	N
4172	**STELLAR SERVICES LLC**			**174.65**	**2** Transactions			
207	**DEPT Total:**			**174.65**	**PRISONER COMMISSIONS ACCOUNT**	**1 Vendors**	**2 Transactions**	
210	DEPT				ENHANCED 911 SYSTEM			
6895	**MN BUREAU OF CRIMINAL APPREHENSIOI**							
	01-210-000-0000-6340	AP	2	150.00	CJDN ACCESS FEE GF 4QTR/2020 10/01/2020 12/31/2020	00000638849	RENTALS & SERVICE AGREEMENTS	N
	01-210-000-0000-6340	AP	2	780.00	CJDN ACCESS FEE BCA 4QTR/2020 10/01/2020 12/31/2020	00000638849	RENTALS & SERVICE AGREEMENTS	N
6895	**MN BUREAU OF CRIMINAL APPREHENSIOI**			**930.00**	**2** Transactions			
210	**DEPT Total:**			**930.00**	**ENHANCED 911 SYSTEM**	**1 Vendors**	**2 Transactions**	
211	DEPT				SHERIFF-FORFEITED PROPERTY PROCI			
9499	**AFFORDABLE TOWING OF MANKATO INC**							

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Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
	01-211-000-0000-6260	AP	2	141.25	TOW FORFEIT TO IMPOUND 2020 12/31/2020 12/31/2020	124745	PROFESSIONAL & TECHNICAL SERVI	N
					1 Transactions			
9499	**AFFORDABLE TOWING OF MANKATO INC**			**141.25**				
211	**DEPT Total:**			**141.25**	**SHERIFF-FORFEITED PROPERTY PROCI**	**1 Vendors**	**1 Transactions**	
214	DEPT				GUN PERMITS			
4318	**IDENTISYS**							
	01-214-000-0000-6401	AP	2	192.86	GUN PERMIT PRINTER ROLLS 2020 12/23/2020 12/23/2020	507989	SUPPLIES	N
					1 Transactions			
4318	**IDENTISYS**			**192.86**				
214	**DEPT Total:**			**192.86**	**GUN PERMITS**	**1 Vendors**	**1 Transactions**	
215	DEPT				CORONER			
2027	**RAMSEY COUNTY MEDICAL EXAMINER**							
	01-215-000-0000-6260	DTG	1	142.00	POST TOXICOLOGY 2020 10/19/2020 10/19/2020	028841	PROFESSIONAL & TECHNICAL SERVI	N
					1 Transactions			
2027	**RAMSEY COUNTY MEDICAL EXAMINER**			**142.00**				
215	**DEPT Total:**			**142.00**	**CORONER**	**1 Vendors**	**1 Transactions**	
230	DEPT				DISPATCH CENTER			
9464	**INNOVATIVE OFFICE SOLUTIONS**							
	01-230-000-0000-6401			41.88	OFFICE SUPPLIES 01/05/2021 01/05/2021	3218391	OFFICE SUPPLIES	N
					1 Transactions			
9464	**INNOVATIVE OFFICE SOLUTIONS**			**41.88**				
230	**DEPT Total:**			**41.88**	**DISPATCH CENTER**	**1 Vendors**	**1 Transactions**	
250	DEPT				SHERIFF DEPT/CORRECTIONS			
1216	**ADVANCED CORRECTIONAL HEALTHCARI**							
	01-250-000-0000-6260	AP	2	9.28-	CREDIT SEP20 PHARMACY 2020 09/01/2020 09/30/2020	102647	PROFESSIONAL & TECHNICAL SERVI	6
	01-250-000-0000-6260			3,603.75	MEDICAL/MENTAL HEALTH SVCS FEB 02/01/2021 02/28/2021	103010	PROFESSIONAL & TECHNICAL SERVI	6
					2 Transactions			
1216	**ADVANCED CORRECTIONAL HEALTHCARI**			**3,594.47**				

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5870	**AXON ENTERPRISES INC**							
	01-250-000-0000-6340	AP	2	3,031.05	TASERS/TRADE-IN/CARTRIDGES 20 12/24/2020 12/24/2020	SI-1705832	RENTALS & SERVICE AGREEMENTS	N
5870	**AXON ENTERPRISES INC**			**3,031.05**	**1** Transactions			
9464	**INNOVATIVE OFFICE SOLUTIONS**							
	01-250-000-0000-6401			41.88	OFFICE SUPPLIES 01/05/2021 01/05/2021	3218391	OFFICE SUPPLIES	N
9464	**INNOVATIVE OFFICE SOLUTIONS**			**41.88**	**1** Transactions			
643	**PRIMARY PRODUCTS COMPANY**							
	01-250-000-0000-6277	AP	2	610.00	EXAM GLOVES JAIL CONTROL 2020 12/29/2020 12/29/2020	72184	JAIL MATERIALS & EQUIPMENT	N
643	**PRIMARY PRODUCTS COMPANY**			**610.00**	**1** Transactions			
250	**DEPT Total:**			**7,277.40**	**SHERIFF DEPT/CORRECTIONS**	**4 Vendors**	**5 Transactions**	
255	DEPT				PROBATION DEPT			
6304	**DRUG IMPAIRMENT DETECTION SERVICES**							
	01-255-000-0000-6341			583.33	PASS POINT TESTING FEB20 02/01/2021 02/28/2021	5607-1008	EQUIP/VEHICLE LEASE	Y
6304	**DRUG IMPAIRMENT DETECTION SERVICES**			**583.33**	**1** Transactions			
9464	**INNOVATIVE OFFICE SOLUTIONS**							
	01-255-000-0000-6401	AP	2	48.37	OFFICE SUPPLIES 2020 12/28/2020 12/28/2020	3211555	OFFICE SUPPLIES	N
9464	**INNOVATIVE OFFICE SOLUTIONS**			**48.37**	**1** Transactions			
815	**MOLITOR/RICH**							
	01-255-000-0000-6330	AP	2	29.90	MILEAGE DEC20 12/10/2020 12/14/2020	JAN21	TRAVEL EXPENSE - MILEAGE	N
815	**MOLITOR/RICH**			**29.90**	**1** Transactions			
8334	**SATELLITE TRACKING OF PEOPLE INC**							
	01-255-000-0000-6243	AP	2	335.40	SOBER TRACK/BLU TAG DEC20 12/01/2020 12/31/2020	STPINV00076730	REAM-REMOTE ELEC ALCOHOL MON	Y
8334	**SATELLITE TRACKING OF PEOPLE INC**			**335.40**	**1** Transactions			
8932	**SCOTT COUNTY TREASURER**							

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	01-255-000-0000-6270	DTG	1	5,750.00	DETENTION BOARDING NOV20 11/01/2020 11/24/2020	IN26632	CORRECTIONAL FACILITY/DETENTIO	N
8932	**SCOTT COUNTY TREASURER**			**5,750.00**	**1** Transactions			
255	**DEPT Total:**			**6,747.00**	**PROBATION DEPT**	**5 Vendors**	**5 Transactions**	
1	**Fund Total:**			**518,309.23**	**GENERAL REVENUE FUND**		**100 Transactions**	

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320	DEPT				ROAD & BRIDGE (MAINTENANCE)			
2864	**BODE/MATTHEW**							
	10-320-000-0000-6280			150.00	SAFETY BOOTS - MAINT 01/04/2021 01/04/2021	JAN-21	OTHER SERVICES & CHARGES	N
2864	**BODE/MATTHEW**			**150.00**	**1** Transactions			
1470	**MN DEPT OF AGRICULTURE**							
	10-320-000-0000-6505			10.00	2021 PESTICIDE APP RENEWAL - H 01/01/2021 01/01/2021	2021PEST	R&B SUPPLIES - WEED CONTROL	N
	10-320-000-0000-6505			10.00	2021 PESTICIDE APP RENEWAL - B 01/01/2021 01/01/2021	2021PEST	R&B SUPPLIES - WEED CONTROL	N
1470	**MN DEPT OF AGRICULTURE**			**20.00**	**2** Transactions			
4938	**NICOLLET COUNTY PUBLIC SERVICES**							
	10-320-000-0000-6802			6,999.00	JD 12 NS IMPROVEMENTS 02/01/2021 02/01/2021	JD12NS	MISC - DITCH ASSESSMENTS	N
4938	**NICOLLET COUNTY PUBLIC SERVICES**			**6,999.00**	**1** Transactions			
320	**DEPT Total:**			**7,169.00**	**ROAD & BRIDGE (MAINTENANCE)**	**3 Vendors**	**4 Transactions**	
330	DEPT				EQUIPMENT INVENTORY & SHOP			
5847	**ARAMARK**							
	10-330-000-0000-6280	AP	2	65.18	UNIFORMS, RAGS & RUGS LAFAYETT 12/01/2020 12/01/2020	2801230613	OTHER SERVICES & CHARGES	N
	10-330-000-0000-6280	AP	2	67.18	UNIFORMS, RAGS & RUGS LAFAYETT 12/08/2020 12/08/2020	2801233045	OTHER SERVICES & CHARGES	N
	10-330-000-0000-6280	AP	2	65.18	UNIFORMS, RAGS & RUGS LAFAYETT 12/15/2020 12/15/2020	2801235389	OTHER SERVICES & CHARGES	N
	10-330-000-0000-6280	AP	2	65.18	UNIFORMS, RAGS & RUGS LAFAYETT 12/22/2020 12/22/2020	2801237760	OTHER SERVICES & CHARGES	N
	10-330-000-0000-6280	AP	2	64.96	UNIFORMS, RAGS & RUGS LAFAYETT 12/29/2020 12/29/2020	2801239893	OTHER SERVICES & CHARGES	N
	10-330-000-0000-6280	AP	2	118.86	UNIFORMS, RAGS & RUGS ST PETER 12/28/2020 12/28/2020	2801240079	OTHER SERVICES & CHARGES	N
5847	**ARAMARK**			**446.54**	**6** Transactions			
8029	**ARROW ACE HARDWARE INC**							
	10-330-000-0000-6525	AP	2	15.99	SHOP TOOLS 12/22/2020 12/22/2020	195000	R&B SUPPLIES - TOOL/SHOP MATERI	N

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	10-330-000-0000-6525	AP	2	49.99	EXTENTION CORD 12/28/2020 12/28/2020	195058	R&B SUPPLIES - TOOL/SHOP MATERI	N
8029	**ARROW ACE HARDWARE INC**			**65.98**	**2** Transactions			
256	**C & S SUPPLY COMPANY INC**							
	10-330-000-0000-6525	AP	2	87.98	SHOP SUPPLIES - SCALE & STEEL 11/30/2020 11/30/2020	834053	R&B SUPPLIES - TOOL/SHOP MATERI	N
256	**C & S SUPPLY COMPANY INC**			**87.98**	**1** Transactions			
428	**CRYSTEEL TRUCK EQUIPMENT INC**							
	10-330-000-0000-6522			344.00	UTILITY LIGHT BRACKET 01/04/2021 01/04/2021	LP201286	R&B SUPPLIES - MACHINERY/VEHICL	N
428	**CRYSTEEL TRUCK EQUIPMENT INC**			**344.00**	**1** Transactions			
4434	**GMS INDUSTRIAL SUPPLIES INC**							
	10-330-000-0000-6525	AP	2	69.93	SHOP SUPPLIES GLOVES 12/23/2020 12/23/2020	66869	R&B SUPPLIES - TOOL/SHOP MATERI	N
	10-330-000-0000-6525	AP	2	327.28	SHOP SUPPLIES CLAMPS, BATTERIE 12/23/2020 12/23/2020	66920	R&B SUPPLIES - TOOL/SHOP MATERI	N
	10-330-000-0000-6525	AP	2	75.53	SHOP SUPPLIES MOUNTING TIES & 12/31/2020 12/31/2020	67175	R&B SUPPLIES - TOOL/SHOP MATERI	N
4434	**GMS INDUSTRIAL SUPPLIES INC**			**472.74**	**3** Transactions			
9464	**INNOVATIVE OFFICE SOLUTIONS**							
	10-330-000-0000-6280			8.18	SHOP SUPPLIES - DESK CALENDARS 01/05/2021 01/05/2021	3218592	OTHER SERVICES & CHARGES	N
9464	**INNOVATIVE OFFICE SOLUTIONS**			**8.18**	**1** Transactions			
8068	**KUNKEL ELECTRIC INC**							
	10-330-000-0000-6250	AP	2	2,653.11	FIX LIGHT FROM ACCIDENT ON CSA 12/17/2020 12/17/2020	13177	ELECTRICITY, WATER, SEWER	N
	10-330-000-0000-6250	AP	2	2,324.76	40' STEEL POLE & BREAK AWAY BA 12/17/2020 12/17/2020	13178	ELECTRICITY, WATER, SEWER	N
8068	**KUNKEL ELECTRIC INC**			**4,977.87**	**2** Transactions			
374	**LARKSTUR ENGINEERING**							
	10-330-000-0000-6522	AP	2	402.59	CAT LOADER FITTING REPAIR 12/18/2020 12/18/2020	363713-001	R&B SUPPLIES - MACHINERY/VEHICL	N

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374	**LARKSTUR ENGINEERING**			**402.59**	**1** Transactions			
1649	**MATHESON TRI-GAS INC**							
	10-330-000-0000-6525	AP	2	28.42	SHOP SUPPLIES 12/31/2020 12/31/2020	22847932	R&B SUPPLIES - TOOL/SHOP MATERI	N
1649	**MATHESON TRI-GAS INC**			**28.42**	**1** Transactions			
3444	**MENARDS**							
	10-330-000-0000-6525	AP	2	12.82	SHOP SUPPLIES CLEANER & BAR OI 12/18/2020 12/18/2020	41278	R&B SUPPLIES - TOOL/SHOP MATERI	N
3444	**MENARDS**			**12.82**	**1** Transactions			
4166	**MN DEPT OF LABOR AND INDUSTRY**							
	10-330-000-0000-6257	AP	2	10.00	PRESSURE VESSEL TESTING LAFAYE 12/26/2020 12/26/2020	ABR0251345X	SHOP EQUIPMENT REPAIRS/MAINTEI	N
4166	**MN DEPT OF LABOR AND INDUSTRY**			**10.00**	**1** Transactions			
1955	**NORTH CENTRAL INTERNATIONAL INC**							
	10-330-000-0000-6522	AP	2	43.76	EQUIP REPAIR HUB CAP & MANIFES 12/10/2020 12/10/2020	116132	R&B SUPPLIES - MACHINERY/VEHICL	N
1955	**NORTH CENTRAL INTERNATIONAL INC**			**43.76**	**1** Transactions			
4041	**NUSS TRUCK GROUP INC**							
	10-330-000-0000-6522	AP	2	87.93	INJECTOR KIT 12/02/2020 12/02/2020	2209917	R&B SUPPLIES - MACHINERY/VEHICL	N
	10-330-000-0000-6522	AP	2	23.91	SEALS & RINGS 12/16/2020 12/16/2020	2210346	R&B SUPPLIES - MACHINERY/VEHICL	N
	10-330-000-0000-6522	AP	2	206.66	BELTS 12/28/2020 12/28/2020	2210658	R&B SUPPLIES - MACHINERY/VEHICL	N
4041	**NUSS TRUCK GROUP INC**			**318.50**	**3** Transactions			
9317	**OREILLY AUTO PARTS**							
	10-330-000-0000-6520	AP	2	157.89	FUEL ADDITIVE 12/23/2020 12/23/2020	5601-255473	R&B SUPPLIES - GAS/LUBRICANTS	N
	10-330-000-0000-6520	AP	2	233.97	FUEL ADDITIVE 12/23/2020 12/23/2020	5601-255494	R&B SUPPLIES - GAS/LUBRICANTS	N
9317	**OREILLY AUTO PARTS**			**391.86**	**2** Transactions			
2871	**SCHAEFFER MFG INC**							

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Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
	10-330-000-0000-6520			934.44	FUEL SHOCK 01/04/2021 01/04/2021	MQ6107	R&B SUPPLIES - GAS/LUBRICANTS	N
2871	**SCHAEFFER MFG INC**			**934.44**	**1** Transactions			
5674	**STAR GROUP LLC**							
	10-330-000-0000-6522	AP	2	9.38	LIGHT 12/21/2020 12/21/2020	687734	R&B SUPPLIES - MACHINERY/VEHICL	N
5674	**STAR GROUP LLC**			**9.38**	**1** Transactions			
2361	**TOOL SALES CO**							
	10-330-000-0000-6525	AP	2	250.00	SHOP TOOLS 12/23/2020 12/23/2020	12918	R&B SUPPLIES - TOOL/SHOP MATERI	N
2361	**TOOL SALES CO**			**250.00**	**1** Transactions			
508	**UNITED FARMERS COOPERATIVE**							
	10-330-000-0000-6520	AP	2	31.28	GAS 12/04/2020 12/04/2020	136692	R&B SUPPLIES - GAS/LUBRICANTS	N
	10-330-000-0000-6520	AP	2	56.46	GAS 12/25/2020 12/25/2020	138087	R&B SUPPLIES - GAS/LUBRICANTS	N
	10-330-000-0000-6521	AP	2	418.18	TIRES 12/28/2020 12/28/2020	25261	R&B SUPPLIES-TIRES,BATTERY,CUT	N
	10-330-000-0000-6521	AP	2	1,785.00	TIRES 12/28/2020 12/28/2020	25307	R&B SUPPLIES-TIRES,BATTERY,CUT	N
508	**UNITED FARMERS COOPERATIVE**			**2,290.92**	**4** Transactions			
330	**DEPT Total:**			**11,095.98**	**EQUIPMENT INVENTORY & SHOP**	**18 Vendors**	**33 Transactions**	
370	DEPT				PARK DEPARTMENT			
374	**LARKSTUR ENGINEERING**							
	10-370-000-0000-6282	AP	2	20.58	7 MILE PARK 12/17/2020 12/17/2020	363670-001	TRAIL MAINTENANCE	N
374	**LARKSTUR ENGINEERING**			**20.58**	**1** Transactions			
250	**ZIEGLER INC**							
	10-370-000-0000-6500	AP	2	600.00	CHIPPER RENTAL FOR 7 MILE PARK 12/22/2020 12/22/2020	U4671001	SUPPLIES (PARK DEPT)	N
250	**ZIEGLER INC**			**600.00**	**1** Transactions			

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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
370	**DEPT Total:**			**620.58**	**PARK DEPARTMENT**	**2 Vendors**	**2 Transactions**	
609	DEPT				AGRICULTURAL INSPECTION (WEED & S			
	1470	**MN DEPT OF AGRICULTURE**						
		10-609-000-0000-6242		10.00	2021 PESTICIDE APP RENEWAL - H 01/01/2021 01/01/2021	2021PEST	REG,MEMBER,CONF,DUES; STAFF DE	N
	1470	**MN DEPT OF AGRICULTURE**		**10.00**	**1** Transactions			
609	**DEPT Total:**			**10.00**	**AGRICULTURAL INSPECTION (WEED & S**	**1 Vendors**	**1 Transactions**	
10	**Fund Total:**			**18,895.56**	**ROAD AND BRIDGE**		**40 Transactions**	

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	Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
440	DEPT					PUBLIC HEALTH			
	3244	**GUERRERO/MARIA**							
		11-440-451-0000-6260			35.00	INTERPRET WIC: 13671741 01/04/2021 01/04/2021	JAN21	PROFESSIONAL & TECHNICAL SERVI	Y
		11-440-453-0000-6260	AP	2	35.00	INTERPRET FAP 2020 12/30/2020 12/30/2020	JAN21	PROFESSIONAL & TECHNICAL SERVI	Y
	3244	**GUERRERO/MARIA**			**70.00**	**2** Transactions			
	6557	**RUIZ/ELIZABETH K**							
		11-440-451-0000-6260	AP	2	35.00	INTERPRET WIC:13581767 2020 12/30/2020 12/30/2020	JAN21	PROFESSIONAL & TECHNICAL SERVI	Y
		11-440-451-0000-6260			35.00	INTERPRET WIC: 13598247 01/04/2021 01/04/2021	JAN21	PROFESSIONAL & TECHNICAL SERVI	Y
	6557	**RUIZ/ELIZABETH K**			**70.00**	**2** Transactions			
	8351	**SEELEY/JENNIFER**							
		11-440-450-0000-6330	AP	2	57.50	MILEAGE DEC20 12/01/2020 12/31/2020	JAN21	TRAVEL EXPENSE - MILEAGE	N
	8351	**SEELEY/JENNIFER**			**57.50**	**1** Transactions			
440	**DEPT Total:**				**197.50**	**PUBLIC HEALTH**	**3 Vendors**	**5 Transactions**	
11	**Fund Total:**				**197.50**	**HUMAN SERVICES FUND**		**5 Transactions**	

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	Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
650	DEPT					COUNTY DITCHES			
	5196	**M R PAVING & EXCAVATING**							
		41-650-816-0000-6509	AP	2	129.61	CD 33A RR 20-028 11/05/2020 11/05/2020	43953	DITCH REPAIR EXPENSES-CLEAN OU	N
	5196	**M R PAVING & EXCAVATING**			**129.61**	**1** Transactions			
650	**DEPT Total:**				**129.61**	**COUNTY DITCHES**	**1 Vendors**	**1 Transactions**	
655	DEPT					DITCH INSPECTOR (PASS THRU)			
	8690	**FIRST CALL**							
		41-655-000-0000-6505			24.99	DITCH EQUIPMENT BRUSH 01/04/2021 01/04/2021	5601-256700	DITCH SUPPLIES - WEED CONTROL	N
	8690	**FIRST CALL**			**24.99**	**1** Transactions			
	5647	**LUEPKE/JOHN**							
		41-655-000-0000-6330	AP	2	4.60	MILEAGE DEC20 DITCH 12/22/2020 12/22/2020	JAN21	TRAVEL - MILEAGE	S
	5647	**LUEPKE/JOHN**			**4.60**	**1** Transactions			
655	**DEPT Total:**				**29.59**	**DITCH INSPECTOR (PASS THRU)**	**2 Vendors**	**2 Transactions**	
41	**Fund Total:**				**159.20**	**DITCH FUND**		**3 Transactions**	

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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
431	DEPT			FAMILY SERVICES COLLABORATIVE			
1188	**MN COUNTIES INTERGOVERNMENTAL TRU**						
	85-431-600-0000-6802		1,492.00	2021 RENEW PC495021-1 01/01/2021 12/31/2021	18705R	MISC EXP - ADMIN COLLAB	N
	85-431-600-0000-6802		377.00	2021 RENEW WC495021-1 01/01/2021 12/31/2021	18705R	MISC EXP - ADMIN COLLAB	N
1188	**MN COUNTIES INTERGOVERNMENTAL TRU**		**1,869.00**	**2** Transactions			
431	**DEPT Total:**		**1,869.00**	**FAMILY SERVICES COLLABORATIVE**	**1 Vendors**	**2 Transactions**	
85	**Fund Total:**		**1,869.00**	**NICOLLET CO FAMILY SERVICE**		**2 Transactions**	
	Final Total:		**539,430.49**	**100 Vendors**	**150 Transactions**		

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Recap by Fund	Fund	Amount	Name
	1	518,309.23	GENERAL REVENUE FUND
	10	18,895.56	ROAD AND BRIDGE
	11	197.50	HUMAN SERVICES FUND
	41	159.20	DITCH FUND
	85	1,869.00	NICOLLET CO FAMILY SERVICE (
	All Funds	539,430.49	Total

Approved by,

1-26-2021

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*** Nicollet County ***

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

Print List in Order By:	2	1 - Fund (Page Break by Fund) 2 - Department (Totals by Dept) 3 - Vendor Number 4 - Vendor Name	Page Break By:	1	1 - Page Break by Fund 2 - Page Break by Dept
Explode Dist. Formulas?:	N				
Paid on Behalf Of Name on Audit List?:	N				
Type of Audit List:	D	D - Detailed Audit List S - Condensed Audit List			
Save Report Options?:	N				

	Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
30	DEPT					COUNTY ADMINISTRATOR			
	9464	**INNOVATIVE OFFICE SOLUTIONS**							
		01-030-000-0000-6401			63.91	OFFICE SUPPLIES	3223658	OFFICE SUPPLIES	N
						01/08/2021 01/08/2021			
	9464	**INNOVATIVE OFFICE SOLUTIONS**			**63.91**	**1** Transactions			
30	**DEPT Total:**				**63.91**	**COUNTY ADMINISTRATOR**	**1 Vendors**	**1 Transactions**	
40	DEPT					FINANCE			
	6828	**CDW GOVERNMENT INC**							
		01-040-000-0000-6401	AP	2	211.34	TONER 2020	3565193	OFFICE SUPPLIES	N
						10/30/2020 10/30/2020			
	6828	**CDW GOVERNMENT INC**			**211.34**	**1** Transactions			
40	**DEPT Total:**				**211.34**	**FINANCE**	**1 Vendors**	**1 Transactions**	
48	DEPT					PUBLIC SERVICES			
	9464	**INNOVATIVE OFFICE SOLUTIONS**							
		01-048-000-0000-6401			27.00	OFFICE SUPPLIES/NOTARY STAMP	3220479	OFFICE SUPPLIES	N
						01/07/2021 01/07/2021			
		01-048-000-0000-6401			23.83	OFFICE SUPPLIES RIBBON/CALENDA	3223821	OFFICE SUPPLIES	N
						01/08/2021 01/08/2021			
		01-048-000-0000-6401			18.72	OFFICE SUPPLIES/RIBBON	3227020	OFFICE SUPPLIES	N
						01/12/2021 01/12/2021			
		01-048-000-0000-6401			41.25	OFFICE SUPPLIES/TAPE	3229608	OFFICE SUPPLIES	N
						01/14/2021 01/14/2021			
	9464	**INNOVATIVE OFFICE SOLUTIONS**			**110.80**	**4** Transactions			
48	**DEPT Total:**				**110.80**	**PUBLIC SERVICES**	**1 Vendors**	**4 Transactions**	
63	DEPT					OFFICE OF TECHNOLOGIES			
	6769	**AW COMPANIES INC**							
		01-063-000-0000-6260			1,369.90	ADMIN ASST S GAST	34103936	PROFESSIONAL & TECHNICAL SERVI	N
						01/04/2021 01/08/2021			
		01-063-000-0000-6260			1,369.90	ADMIN ASST S GAST	34103950	PROFESSIONAL & TECHNICAL SERVI	N
						01/11/2021 01/15/2021			
	6769	**AW COMPANIES INC**			**2,739.80**	**2** Transactions			

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Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
6828	**CDW GOVERNMENT INC**							
	01-063-000-0000-6406	AP	2	2,033.54	NESSUS PROFESSIONAL 2020 10/23/2020 10/23/2020	3229868	SOFTWARE	N
	01-063-000-0000-6407	AP	2	3,505.29	MINI PC EOC COVID 2020 10/23/2020 10/23/2020	3251985	NON CAPITAL EQUIPMENT SUPPLIES	N
	01-063-000-0000-6407	AP	2	462.45	KEYBOARD (5) COVID 2020 10/28/2020 10/28/2020	3457759	NON CAPITAL EQUIPMENT SUPPLIES	N
	01-063-000-0000-6407	AP	2	158.75	CABLES 2020 10/29/2020 10/29/2020	3512886	NON CAPITAL EQUIPMENT SUPPLIES	N
	01-063-000-0000-6407	AP	2	4,499.00	MONITORS (25) COVID 2020 10/29/2020 10/29/2020	3523559	NON CAPITAL EQUIPMENT SUPPLIES	N
	01-063-000-0000-6407	AP	2	310.34	MOUSE/KEYBOARD COVID 2020 10/29/2020 10/29/2020	3524173	NON CAPITAL EQUIPMENT SUPPLIES	N
	01-063-000-0000-6407	AP	2	901.31	DOCK/SOLID STATE/KEYBOARD 2020 10/30/2020 10/30/2020	3565193	NON CAPITAL EQUIPMENT SUPPLIES	N
	01-063-000-0000-6407	AP	2	739.90	MOUSE (10) COVID 2020 11/04/2020 11/04/2020	3746050	NON CAPITAL EQUIPMENT SUPPLIES	N
	01-063-000-0000-6407	AP	2	179.96	MONITOR (1) COVID 2020 11/05/2020 11/05/2020	3802272	NON CAPITAL EQUIPMENT SUPPLIES	N
	01-063-000-0000-6407	AP	2	154.00	BATTERY BACK UPS 2020 12/16/2020 12/16/2020	5576594	NON CAPITAL EQUIPMENT SUPPLIES	N
	01-063-000-0000-6407	AP	2	10,871.66	CONF RM BUNDLE EOC/NM CARES 20 12/16/2020 12/16/2020	5604571	NON CAPITAL EQUIPMENT SUPPLIES	N
	01-063-000-0000-6407	AP	2	147.50	CABLES (10) 2020 12/28/2020 12/28/2020	5964228	NON CAPITAL EQUIPMENT SUPPLIES	N
	01-063-000-0000-6407	AP	2	369.61	DOCK 2020 12/29/2020 12/29/2020	6018534	NON CAPITAL EQUIPMENT SUPPLIES	N
	01-063-000-0000-6407	AP	2	3,186.22	LAPTOP 2020 12/30/2020 12/30/2020	6052449	NON CAPITAL EQUIPMENT SUPPLIES	N
	01-063-000-0000-6407	AP	2	1,459.07	MOUSE/CABLE/STORAGE/DRIVE 2020 12/30/2020 12/30/2020	6055706	NON CAPITAL EQUIPMENT SUPPLIES	N
	01-063-000-0000-6407	AP	2	739.22	DOCK (2) 2020 12/31/2020 12/31/2020	6107540	NON CAPITAL EQUIPMENT SUPPLIES	N
	01-063-000-0000-6407			136.09	FOOT REST/MOUSE 01/05/2021 01/05/2021	6204900	NON CAPITAL EQUIPMENT SUPPLIES	N
	01-063-000-0000-6407			173.52	HEADSETS (3) 01/05/2021 01/05/2021	6211247	NON CAPITAL EQUIPMENT SUPPLIES	N
	01-063-000-0000-6407			854.46	PORTABLE DRIVE (3) 01/06/2021 01/06/2021	6268433	NON CAPITAL EQUIPMENT SUPPLIES	N

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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
	01-063-000-0000-6407			5,842.15	PC (5) CONF RMS PW/NM/PH/BN/SP 01/07/2021 01/07/2021	6332430	NON CAPITAL EQUIPMENT SUPPLIES	N
	01-063-000-0000-6407			81.26	STORAGE BINS 01/08/2021 01/08/2021	6393413	NON CAPITAL EQUIPMENT SUPPLIES	N
	01-063-000-0000-6407			92.49	WIRELESS KEYBOARD 01/08/2021 01/08/2021	6407154	NON CAPITAL EQUIPMENT SUPPLIES	N
	01-063-000-0000-6407			331.47	EXTERNAL DRIVE (3) 01/09/2021 01/09/2021	6412616	NON CAPITAL EQUIPMENT SUPPLIES	N
	01-063-000-0000-6407			541.44	RAM (9) 01/09/2021 01/09/2021	6412657	NON CAPITAL EQUIPMENT SUPPLIES	N
	01-063-000-0000-6407			200.54	REPLACEMENT DRIVE 01/12/2021 01/12/2021	6496280	NON CAPITAL EQUIPMENT SUPPLIES	N
	01-063-000-0000-6407			1,551.92	WEBCAM (8) 01/12/2021 01/12/2021	6523599	NON CAPITAL EQUIPMENT SUPPLIES	N
	01-063-000-0000-6407			975.82	VIDEO CARD/BATTERY BACK UP 01/14/2021 01/14/2021	6671329	NON CAPITAL EQUIPMENT SUPPLIES	N
6828	**CDW GOVERNMENT INC**			**40,498.98**	**27** Transactions			
5304	**INFORMATION SYSTEMS CORP**							
	01-063-000-0000-6310			27,921.00	APX MAINTENANCE 01/01/2021 12/31/2021	25511	EQUIPMENT REPAIRS & MAINTENANC	N
5304	**INFORMATION SYSTEMS CORP**			**27,921.00**	**1** Transactions			
9464	**INNOVATIVE OFFICE SOLUTIONS**							
	01-063-000-0000-6401			81.71	SUPPLIES 01/12/2021 01/12/2021	3227113	OFFICE SUPPLIES	N
	01-063-000-0000-6401			158.86	SUPPLIES 01/12/2021 01/12/2021	3227282	OFFICE SUPPLIES	N
	01-063-000-0000-6401			36.79	SUPPLIES 01/13/2021 01/13/2021	3228057	OFFICE SUPPLIES	N
9464	**INNOVATIVE OFFICE SOLUTIONS**			**277.36**	**3** Transactions			
5455	**LOFFLER COMPANIES**							
	01-063-000-0000-6340	AP	2	77.27	CONTRACT OVERAGE DEC20 12/01/2020 12/31/2020	3612250	RENTALS & SERVICE AGREEMENTS	N
5455	**LOFFLER COMPANIES**			**77.27**	**1** Transactions			
4221	**MN COUNTIES COMPUTER COOP**							
	01-063-000-0000-6266			270.00	LEGAL DESCRIPTION TRAINING	2101368	MCCC SERVICES/CHRGS	N

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Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
					01/07/2021 01/08/2021			
4221	**MN COUNTIES COMPUTER COOP**			**270.00**	**1** Transactions			
8323	**NEXTWARE TECHNOLOGIES INC**							
	01-063-000-0000-6260			7,709.44	PROF SVCS ADAXES IMPLEMENT 01/11/2021 01/11/2021	NWT-NIC-0008	PROFESSIONAL & TECHNICAL SERVI	N
	01-063-000-0000-6260			23,194.00	PROF SVCS ADAXES ANNUAL MAINT 01/14/2021 12/31/2021	NWT-NIC-0009	PROFESSIONAL & TECHNICAL SERVI	N
8323	**NEXTWARE TECHNOLOGIES INC**			**30,903.44**	**2** Transactions			
7679	**OFFICE OF MN IT SERVICES**							
	01-063-000-0000-6340	AP	2	1,700.00	WAN CHARGES DEC20 12/01/2020 12/31/2020	DV20120386	RENTALS & SERVICE AGREEMENTS	N
7679	**OFFICE OF MN IT SERVICES**			**1,700.00**	**1** Transactions			
5255	**OPG 3 INC**							
	01-063-000-0000-6406			38,088.00	RIO NAMED LICENSES (50) 01/13/2021 01/13/2021	4677	SOFTWARE	N
5255	**OPG 3 INC**			**38,088.00**	**1** Transactions			
8358	**POLK COUNTY HIGHWAY DEPARTMENT**							
	01-063-000-0000-6406			3,000.00	CLEARPATH WEATHER REPORT 01/01/2021 12/31/2021	1-10-2021	SOFTWARE	N
8358	**POLK COUNTY HIGHWAY DEPARTMENT**			**3,000.00**	**1** Transactions			
6385	**SWAGIT PRODUCTIONS LLC**							
	01-063-000-0000-6310	AP	2	1,025.00	VIDEO STREAMING SERVICES MAY20 05/01/2020 05/31/2020	15387	EQUIPMENT REPAIRS & MAINTENANC	Y
	01-063-000-0000-6310	AP	2	1,025.00	VIDEO STREAMING SERVICES DEC20 12/01/2020 12/31/2020	16939	EQUIPMENT REPAIRS & MAINTENANC	Y
6385	**SWAGIT PRODUCTIONS LLC**			**2,050.00**	**2** Transactions			
8413	**TRITECH SOFTWARE SYSTEMS**							
	01-063-000-0000-6310			3,692.00	INSIGHT MAINTENANCE 02/08/2021 12/31/2021	304160	EQUIPMENT REPAIRS & MAINTENANC	N
	01-063-000-0000-6310			392.77	INSIGHT MAINTENANCE 01/01/2022 02/07/2022	304160	EQUIPMENT REPAIRS & MAINTENANC	N
8413	**TRITECH SOFTWARE SYSTEMS**			**4,084.77**	**2** Transactions			

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Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
8339	**UKG INC**							
	01-063-000-0000-6260			18.06	YEAR END PRINT SERVICES 01/17/2021 01/17/2021	ARINV0018469	PROFESSIONAL & TECHNICAL SERVI	N
8339	**UKG INC**			**18.06**	**1** Transactions			
63	**DEPT Total:**			**151,628.68**	**OFFICE OF TECHNOLOGIES**	**13 Vendors**	**45 Transactions**	
85	DEPT				OTHER GEN GOVT COSTS & INSURANCE			
206	**APG MEDIA OF SOUTHERN MINNESOTA LL**							
	01-085-000-0000-6240	AP	2	54.00	NOTICE OF ADOPTION 12/03/2020 12/03/2020	12098-1220	ADVERTISING & LEGAL NOTICES	N
	01-085-000-0000-6240	AP	2	36.00	PUBLIC HEARING 12/24/2020 12/24/2020	12098-1220	ADVERTISING & LEGAL NOTICES	N
	01-085-000-0000-6240	AP	2	54.00	SYNOPSIS OF BOARD MTG 11/10/20 12/03/2020 12/03/2020	12101-1220	ADVERTISING & LEGAL NOTICES	N
	01-085-000-0000-6240	AP	2	49.50	SYNOPSIS OF BOARD MTG 11/24/20 12/24/2020 12/24/2020	12101-1220	ADVERTISING & LEGAL NOTICES	N
	01-085-000-0000-6240	AP	2	87.75	2021 NICOLLET CO BUDGET (2020) 12/24/2020 12/24/2020	12101-1220	ADVERTISING & LEGAL NOTICES	N
206	**APG MEDIA OF SOUTHERN MINNESOTA LL**			**281.25**	**5** Transactions			
4871	**HIRE IMAGE LLC**							
	01-085-000-0000-6260	AP	2	95.00	BACKGROUND CHECK (1) 2020 12/14/2020 12/14/2020	38153	PROFESSIONAL & TECHNICAL SERVI	Y
4871	**HIRE IMAGE LLC**			**95.00**	**1** Transactions			
9464	**INNOVATIVE OFFICE SOLUTIONS**							
	01-085-000-0000-6403	AP	2	362.00	COPY PAPER (10) GC 2020 12/23/2020 12/23/2020	3209678	SUPP-COPIER PAPER	N
9464	**INNOVATIVE OFFICE SOLUTIONS**			**362.00**	**1** Transactions			
980	**MADDEN GALANTER HANSEN LLP**							
	01-085-000-0000-6260	AP	2	1,094.55	LABOR RELATIONS SERVICES DEC20 12/03/2020 12/31/2020	JAN21	PROFESSIONAL & TECHNICAL SERVI	Y
980	**MADDEN GALANTER HANSEN LLP**			**1,094.55**	**1** Transactions			
1188	**MN COUNTIES INTERGOVERNMENTAL TRU**							
	01-085-000-0000-6351	AP	2	1,293.00	DEDUCTIBLE CLAIM 99PC0001 2020 12/31/2020 12/31/2020	D28701293	INSURANCE - DEDUCTIBLE AMOUNTS	N

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	1188	**MN COUNTIES INTERGOVERNMENTAL TRU**			**1,293.00**	**1** Transactions			
	698	**RIVER BEND BUSINESS PRODUCTS**							
		01-085-000-0000-6407			1,378.00	EXTENDED CORNER BASE VSO 01/23/2021 01/23/2021	307799-00	NON-CAPITAL EQUIPMENT SUPPLIES	N
	698	**RIVER BEND BUSINESS PRODUCTS**			**1,378.00**	**1** Transactions			
	5157	**RUPP ANDERSON SQUIRES AND WALDSPI**							
		01-085-000-0000-6260	AP	2	1,350.00	NIC CO ZONING TRNG 2020 09/08/2020 10/06/2020	12111	PROFESSIONAL & TECHNICAL SERVI	Y
	5157	**RUPP ANDERSON SQUIRES AND WALDSPI**			**1,350.00**	**1** Transactions			
85	**DEPT Total:**				**5,853.80**	**OTHER GEN GOVT COSTS & INSURANCI**	**7 Vendors**	**11 Transactions**	
102	DEPT					RECORDER-FTR EQUIP,TECHNOLOGY,C			
	105	**BOLTON & MENK INC**							
		01-102-000-0000-6260	AP	2	8,645.99	REMONUMENTATION COUNTYWIDE 20 11/17/2020 12/31/2020	0262934	PROFESSIONAL & TECHNICAL SERVI	N
	105	**BOLTON & MENK INC**			**8,645.99**	**1** Transactions			
	6812	**ESRI INC**							
		01-102-000-0000-6340			31,076.80	ENTERPRISE SOFTWARE/MAINT 03/08/2021 12/31/2021	93964903	RENTALS & SERVICE AGREEMENTS	N
		01-102-000-0000-6340			6,504.45	ENTERPRISE SOFTWARE/MAINT 01/01/2022 03/07/2022	93964903	RENTALS & SERVICE AGREEMENTS	N
	6812	**ESRI INC**			**37,581.25**	**2** Transactions			
	9464	**INNOVATIVE OFFICE SOLUTIONS**							
		01-102-000-0000-6402			195.22	TONER 01/08/2021 01/08/2021	3223564	DATA PROCESSING SUPPLIES	N
	9464	**INNOVATIVE OFFICE SOLUTIONS**			**195.22**	**1** Transactions			
	5785	**IRON MOUNTAIN RECORDS MANAGEMENT**							
		01-102-000-0000-6407	AP	2	2,220.12	STORAGE- MINIMUM CHARGE 2020 01/01/2020 12/31/2020	DGWC550	NON CAPITAL EQUIPMENT SUPPLIES	N
		01-102-000-0000-6407			1,667.95	STORAGE- VAULT 2021 01/01/2021 12/31/2021	DGWC550	NON CAPITAL EQUIPMENT SUPPLIES	N
	5785	**IRON MOUNTAIN RECORDS MANAGEMENT**			**3,888.07**	**2** Transactions			

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102	**DEPT Total:**				**50,310.53**	**RECORDER-FTR EQUIP,TECHNOLOGY,C**	**4 Vendors**	**6 Transactions**	
111	DEPT					COURTHOUSE OPERATIONS			
	4752	**CHEMSEARCHFE**							
		01-111-000-0000-6340	AP	2	551.35	WATER TREATMENT CONTRACT DEC20 12/01/2020 12/31/2020	7219033	RENTALS & SERVICE AGREEMENTS	N
	4752	**CHEMSEARCHFE**			**551.35**	**1** Transactions			
	1540	**COLE PAPERS INC**							
		01-111-000-0000-6410			566.74	CUSTODIAL SUPPLIES 01/06/2021 01/06/2021	9927573	CUSTODIAL SUPPLIES/BUILDINGS	N
	1540	**COLE PAPERS INC**			**566.74**	**1** Transactions			
	9464	**INNOVATIVE OFFICE SOLUTIONS**							
		01-111-000-0000-6410	AP	2	96.00	CUSTODIAL SUPPLIES GC 2020 12/04/2020 12/04/2020	3189528	CUSTODIAL SUPPLIES/BUILDINGS	N
		01-111-000-0000-6410	AP	2	491.17	CUSTODIAL SUPPLIES GC 2020 12/21/2020 12/21/2020	3207560	CUSTODIAL SUPPLIES/BUILDINGS	N
	9464	**INNOVATIVE OFFICE SOLUTIONS**			**587.17**	**2** Transactions			
	204	**MEI TOTAL ELEVATOR SOLUTIONS**							
		01-111-000-0000-6340			294.54	MONTHLY SERVICE JAN21 GC 01/01/2021 01/31/2021	887694	RENTALS & SERVICE AGREEMENTS	N
	204	**MEI TOTAL ELEVATOR SOLUTIONS**			**294.54**	**1** Transactions			
	6939	**NARDINI FIRE EQUIPMENT CO INC**							
		01-111-000-0000-6260			236.00	FM200 SYSTEM INSPECTION GC 01/11/2021 01/11/2021	IV00159805	PROFESSIONAL & TECHNICAL SERVI	N
	6939	**NARDINI FIRE EQUIPMENT CO INC**			**236.00**	**1** Transactions			
	1080	**PAAPE COMPANIES INC**							
		01-111-000-0000-6340			5,888.00	ANNUAL MAINT CONTRACT GC 01/01/2021 12/31/2021	101378	RENTALS & SERVICE AGREEMENTS	N
	1080	**PAAPE COMPANIES INC**			**5,888.00**	**1** Transactions			
	220	**PAAPE ENERGY SERVICES**							
		01-111-000-0000-6329			485.50	AHU2 FREEZE STAT REPLACEMENT 01/14/2021 01/14/2021	101369	BUILDING/GROUNDS MAINTENANCE	N

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	220	**PAAPE ENERGY SERVICES**			**485.50**	**1** Transactions			
	3725	**ULINE**							
		01-111-000-0000-6329	AP	2	434.00	MATS GC 2020 12/30/2020 12/30/2020	128400852	BUILDING/GROUNDS MAINTENANCE	N
		01-111-000-0000-6329	AP	2	39.63	MATS SHIPPING GC 2020 12/30/2020 12/30/2020	128400852	BUILDING/GROUNDS MAINTENANCE	N
	3725	**ULINE**			**473.63**	**2** Transactions			
111	**DEPT Total:**				**9,082.93**	**COURTHOUSE OPERATIONS**	**8 Vendors**	**10 Transactions**	
115	DEPT					NM COUNTY OFFICES BUIILDING			
	6548	**SHERWIN WILLIAMS**							
		01-115-000-0000-6410			41.73	PAINT N MKTO 01/08/2021 01/08/2021	6982-7	CUSTODIAL SUPPLIES/BUILDINGS	N
	6548	**SHERWIN WILLIAMS**			**41.73**	**1** Transactions			
115	**DEPT Total:**				**41.73**	**NM COUNTY OFFICES BUIILDING**	**1 Vendors**	**1 Transactions**	
116	DEPT					HEALTH & HUMAN SERVICES BUILDING			
	204	**MEI TOTAL ELEVATOR SOLUTIONS**							
		01-116-000-0000-6340			151.42	MONTHLY SERVICE JAN21 HHS 01/01/2021 01/31/2021	888006	RENTALS & SERVICE AGREEMENTS	N
	204	**MEI TOTAL ELEVATOR SOLUTIONS**			**151.42**	**1** Transactions			
	6939	**NARDINI FIRE EQUIPMENT CO INC**							
		01-116-000-0000-6260			316.00	FM200 SYSTEM INSPECTION HHS 01/11/2021 01/11/2021	IV00159759	PROFESSIONAL & TECHNICAL SERVI	N
	6939	**NARDINI FIRE EQUIPMENT CO INC**			**316.00**	**1** Transactions			
	6337	**STANLEY ACCESS TECHNOLOGIES LLC**							
		01-116-000-0000-6310			877.21	CONTROLLER REPLACE SLIDER HHS 01/01/2021 01/01/2021	0906067399	EQUIPMENT REPAIRS & MAINTENANC	N
	6337	**STANLEY ACCESS TECHNOLOGIES LLC**			**877.21**	**1** Transactions			
116	**DEPT Total:**				**1,344.63**	**HEALTH & HUMAN SERVICES BUILDING**	**3 Vendors**	**3 Transactions**	
127	DEPT					PROPERTY SERVICES			

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105	**BOLTON & MENK INC**							
	01-127-101-0000-6260	AP	2	8,646.00	REMONUMENTATION COUNTYWIDE 20 11/17/2020 12/31/2020	0262934	PROFESSIONAL & TECHNICAL SERVI	N
105	**BOLTON & MENK INC**			**8,646.00**	**1** Transactions			
9464	**INNOVATIVE OFFICE SOLUTIONS**							
	01-127-000-0000-6401			29.95	CD MAILERS- COMP PLAN TWP 01/08/2021 01/08/2021	3223596	OFFICE SUPPLIES	N
	01-127-000-0000-6401			29.04	DYMO FILE FOLDER LABELS (4) 01/14/2021 01/14/2021	3229602	OFFICE SUPPLIES	N
9464	**INNOVATIVE OFFICE SOLUTIONS**			**58.99**	**2** Transactions			
127	**DEPT Total:**			**8,704.99**	**PROPERTY SERVICES**	**2 Vendors**	**3 Transactions**	
201	DEPT				SHERIFF DEPT			
5774	**BLUE EARTH COUNTY**							
	01-201-000-0000-6242			14,233.03	MRVDTF 2021 APPROPRIATION 01/01/2021 12/31/2021	17440	REG,MEMBER,CONF,DUES; STAFF DE	N
5774	**BLUE EARTH COUNTY**			**14,233.03**	**1** Transactions			
4057	**GALLS LLC**							
	01-201-000-0000-6807	AP	2	61.90	UNIFORM PANTS/SHIP ARPIN 2020 11/27/2020 11/27/2020	017045964	CLOTHING ALLOWANCE	N
	01-201-000-0000-6807	AP	2	50.95-	CREDIT UNIFORM PANTS ARPIN 20 12/31/2020 12/31/2020	017328620	CLOTHING ALLOWANCE	N
4057	**GALLS LLC**			**10.95**	**2** Transactions			
9464	**INNOVATIVE OFFICE SOLUTIONS**							
	01-201-000-0000-6401			105.69	OFFICE SUPPLIES 01/12/2021 01/12/2021	3227265	OFFICE SUPPLIES	N
	01-201-000-0000-6401			120.10	OFFICE SUPPLIES 01/13/2021 01/13/2021	3227963	OFFICE SUPPLIES	N
9464	**INNOVATIVE OFFICE SOLUTIONS**			**225.79**	**2** Transactions			
4377	**KATO GLASS INC**							
	01-201-000-0000-6560			446.97	REPLACE WINDSHIELD #2309 01/06/2021 01/06/2021	39268	VEHICLE UPKEEP, REPAIRS & SUPPL	N
4377	**KATO GLASS INC**			**446.97**	**1** Transactions			

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9798	**SIOUX SALES COMPANY**						
	01-201-000-0000-6807		167.80	HOLSTER D KANUCH 01/06/2021 01/06/2021	190309	CLOTHING ALLOWANCE	N
9798	**SIOUX SALES COMPANY**		**167.80**	**1** Transactions			
5989	**STREICHERS INC**						
	01-201-000-0000-6807		149.98	SWEATER/FLASHLIGHT/TOURN STRUC 01/07/2021 01/07/2021	I1475510	CLOTHING ALLOWANCE	N
	01-201-000-0000-6807		109.98	JACKET P BIEDERMAN 01/15/2021 01/15/2021	I1476727	CLOTHING ALLOWANCE	N
5989	**STREICHERS INC**		**259.96**	**2** Transactions			
5768	**STRUCKMAN/DUSTIN**						
	01-201-000-0000-6807		128.82	REIMB U/A SPOT LIGHT 01/10/2021 01/10/2021	JAN21	CLOTHING ALLOWANCE	N
5768	**STRUCKMAN/DUSTIN**		**128.82**	**1** Transactions			
9747	**TGK AUTOMOTIVE**						
	01-201-000-0000-6560		322.89	MOUNT//BALANCE TIRES (2) #2307 01/05/2021 01/05/2021	915	VEHICLE UPKEEP, REPAIRS & SUPPL	N
9747	**TGK AUTOMOTIVE**		**322.89**	**1** Transactions			
4002	**TRANSUNION RISK AND ALTERNATIVE**						
	01-201-000-0000-6260	AP 2	50.00	REPORTS/PERSON SEARCHES DEC20 12/01/2020 12/31/2020	220024	PROFESSIONAL & TECHNICAL SERVI	N
4002	**TRANSUNION RISK AND ALTERNATIVE**		**50.00**	**1** Transactions			
201	**DEPT Total:**		**15,846.21**	**SHERIFF DEPT**	**9 Vendors**	**12 Transactions**	
207	DEPT			PRISONER COMMISSIONS ACCOUNT			
4172	**STELLAR SERVICES LLC**						
	01-207-000-0000-6277		68.57	INMATE ORDER 1/4/21 01/04/2021 01/04/2021	163187	JAIL MATERIALS & EQUIPMENT	N
	01-207-000-0000-6277		109.50	SNACK PACKS 1/4/21 01/04/2021 01/04/2021	163247	JAIL MATERIALS & EQUIPMENT	N
	01-207-000-0000-6277		102.08	INMATE ORDER 1/11/21 01/11/2021 01/11/2021	163839	JAIL MATERIALS & EQUIPMENT	N
4172	**STELLAR SERVICES LLC**		**280.15**	**3** Transactions			

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207	**DEPT Total:**			**280.15**	**PRISONER COMMISSIONS ACCOUNT**	**1 Vendors**	**3 Transactions**	
210	DEPT				ENHANCED 911 SYSTEM			
	7929	**INDEPENDENT EMERGENCY SERVICES LL**						
		01-210-000-0000-6340		100.00	MONTHLY 911 SERVICE JAN21 01/01/2021 01/31/2021	200-0252	RENTALS & SERVICE AGREEMENTS	Y
	7929	**INDEPENDENT EMERGENCY SERVICES LL**		**100.00**	**1** Transactions			
	8413	**TRITECH SOFTWARE SYSTEMS**						
		01-210-000-0000-6340		4,583.86	911 DISPATCH INSIGHT ADMIN/SUP 02/08/2021 12/31/2021	304160	RENTALS & SERVICE AGREEMENTS	N
		01-210-000-0000-6340		487.64	911 DISPATCH INSIGHT ADMIN/SUP 01/01/2022 02/07/2022	304160	RENTALS & SERVICE AGREEMENTS	N
	8413	**TRITECH SOFTWARE SYSTEMS**		**5,071.50**	**2** Transactions			
210	**DEPT Total:**			**5,171.50**	**ENHANCED 911 SYSTEM**	**2 Vendors**	**3 Transactions**	
214	DEPT				GUN PERMITS			
	6472	**MN BUREAU OF CRIMINAL APPREHENSIOI**						
		01-214-000-0000-6465	DTG 1	1,590.00	PERMIT TO CARRY 4TH QTR 2020 10/01/2020 12/31/2020	52-000067	GUN PERMIT FEES	N
	6472	**MN BUREAU OF CRIMINAL APPREHENSIOI**		**1,590.00**	**1** Transactions			
214	**DEPT Total:**			**1,590.00**	**GUN PERMITS**	**1 Vendors**	**1 Transactions**	
215	DEPT				CORONER			
	6405	**ST PETER FUNERAL HOME-KLEIN CHAPEL**						
		01-215-000-0000-6260		350.00	REMOVAL 01/03/2021 01/03/2021	STP2101002	PROFESSIONAL & TECHNICAL SERVI	Y
	6405	**ST PETER FUNERAL HOME-KLEIN CHAPEL**		**350.00**	**1** Transactions			
215	**DEPT Total:**			**350.00**	**CORONER**	**1 Vendors**	**1 Transactions**	
230	DEPT				DISPATCH CENTER			
	9213	**IMA GROUP MANAGEMENT CO**						
		01-230-000-0000-6260	AP 2	650.00	PRE-EMPLOYMENT PSYCH EVAL 2020 12/17/2020 12/17/2020	3342773	PROFESSIONAL & TECHNICAL SERVI	Y

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9213	**IMA GROUP MANAGEMENT CO**			**650.00**	**1** Transactions			
9464	**INNOVATIVE OFFICE SOLUTIONS**							
	01-230-000-0000-6401			14.86	OFFICE SUPPLIES 01/13/2021 01/13/2021	3227963	OFFICE SUPPLIES	N
9464	**INNOVATIVE OFFICE SOLUTIONS**			**14.86**	**1** Transactions			
5297	**MEDTOX LABORATORIES INC**							
	01-230-000-0000-6260	AP	2	22.89	NEW EMPLOYEE DRUG SCREEN 2020 12/02/2020 12/02/2020	122020504107	PROFESSIONAL & TECHNICAL SERVI	6
5297	**MEDTOX LABORATORIES INC**			**22.89**	**1** Transactions			
230	**DEPT Total:**			**687.75**	**DISPATCH CENTER**	**3 Vendors**	**3 Transactions**	
250	DEPT				SHERIFF DEPT/CORRECTIONS			
9464	**INNOVATIVE OFFICE SOLUTIONS**							
	01-250-000-0000-6402			183.28	TONER 01/13/2021 01/13/2021	3228057	DATA PROCESSING SUPPLIES	N
9464	**INNOVATIVE OFFICE SOLUTIONS**			**183.28**	**1** Transactions			
2646	**MINNCOR INDUSTRIES**							
	01-250-000-0000-6276	AP	2	415.69	LAUNDRY SERVICE DEC20 12/01/2020 12/31/2020	SOI-094243	PRISONERS MEALS & LAUNDRY	N
2646	**MINNCOR INDUSTRIES**			**415.69**	**1** Transactions			
1335	**NUTTER CLOTHING CO INC**							
	01-250-000-0000-6807	AP	2	12.00	ALTERATION PANTS ROACH 2020 12/31/2020 12/31/2020	JAN21	UNIFORM ALLOWANCE	G
1335	**NUTTER CLOTHING CO INC**			**12.00**	**1** Transactions			
4950	**SPARTAN STORES LLC**							
	01-250-000-0000-6277	AP	2	6.43	JAIL SUPPLIES DISH SOAP 2020 11/04/2020 11/04/2020	0016761042	JAIL MATERIALS & EQUIPMENT	N
	01-250-000-0000-6277	AP	2	3.96	JAIL SUPPLIES BLEACH 2020 11/10/2020 11/10/2020	0016824225	JAIL MATERIALS & EQUIPMENT	N
	01-250-000-0000-6277	AP	2	4.89	JAIL SUPPLIES IBUPROFEN 2020 12/01/2020 12/01/2020	0017062563	JAIL MATERIALS & EQUIPMENT	N
	01-250-000-0000-6277	AP	2	5.58	JAIL SUPPLIES HAND SOAP 2020 12/03/2020 12/03/2020	0017093848	JAIL MATERIALS & EQUIPMENT	N

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	01-250-000-0000-6277	AP	2	1.00	PRESCRIPTION 2020 12/26/2020 12/26/2020	0017345893	JAIL MATERIALS & EQUIPMENT	N
4950	**SPARTAN STORES LLC**			**21.86**	**5** Transactions			
2859	**SUMMIT FOOD SERVICE LLC**							
	01-250-000-0000-6276	AP	2	8,893.10	INMATE MEALS DEC20 12/01/2020 12/31/2020	INV2000101477	PRISONERS MEALS & LAUNDRY	N
2859	**SUMMIT FOOD SERVICE LLC**			**8,893.10**	**1** Transactions			
250	**DEPT Total:**			**9,525.93**	**SHERIFF DEPT/CORRECTIONS**	**5 Vendors**	**9 Transactions**	
255	DEPT				PROBATION DEPT			
8361	**ASSOCIATION OF MINNESOTA COUNTIES**							
	01-255-000-0000-6242			100.00	MACCAC AGENT TRNG MOHR 02/05/2021 02/05/2021	57694	REG,MEMBER,CONF,DUES; STAFF DE	N
8361	**ASSOCIATION OF MINNESOTA COUNTIES**			**100.00**	**1** Transactions			
8731	**MIDWEST MONITORING AND SURVEILLAN**							
	01-255-000-0000-6243	AP	2	1,158.00	ALCOH/HOME MONITOR ADULT DEC20 12/01/2020 12/31/2020	1220522	REAM-REMOTE ELEC ALCOHOL MON	6
	01-255-000-0000-6260	AP	2	12.75	DRUG TESTING DEC20 12/01/2020 12/31/2020	DT1220144	PROFESSIONAL & TECHNICAL SERVI	6
8731	**MIDWEST MONITORING AND SURVEILLAN**			**1,170.75**	**2** Transactions			
5123	**MN DEPT OF ADMINISTRATION**							
	01-255-000-0000-6341	AP	2	514.80	STS VAN 10816 LEASE DEC20 12/01/2020 12/31/2020	2021060031	EQUIP/VEHICLE LEASE	N
	01-255-000-0000-6341	AP	2	34.95	JUV VAN 10445 SALES TAX DEC20 12/01/2020 12/31/2020	2021060031	EQUIP/VEHICLE LEASE	N
	01-255-000-0000-6341	AP	2	508.43	JUV VAN 10445 LEASE DEC20 12/01/2020 12/31/2020	2021060031	EQUIP/VEHICLE LEASE	N
	01-255-000-0000-6341	AP	2	35.39	STS VAN 10816 SALES TAX DEC20 12/01/2020 12/31/2020	2021060031	EQUIP/VEHICLE LEASE	N
5123	**MN DEPT OF ADMINISTRATION**			**1,093.57**	**4** Transactions			
255	**DEPT Total:**			**2,364.32**	**PROBATION DEPT**	**3 Vendors**	**7 Transactions**	
502	DEPT				TRANSIT			

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	4518	**LE SUEUR COUNTY**						
	01-502-000-0000-6350			535.75	NIC CO SHARE TRANSIT INSURANCE 01/01/2021 12/31/2021	18868R	INSURANCE	N
	4518	**LE SUEUR COUNTY**		**535.75**	**1** Transactions			
502	**DEPT Total:**			**535.75**	**TRANSIT**	**1 Vendors**	**1 Transactions**	
603	DEPT				COUNTY EXTENSION			
	6357	**St Peter Recreation Dept**						
	01-603-000-0000-6340		DTG 1	52.00	ROOM RENTAL NIC CO 4-H 2020 10/31/2020 10/31/2020	JAN21	RENTALS & SERVICE AGREEMENTS	N
	6357	**St Peter Recreation Dept**		**52.00**	**1** Transactions			
603	**DEPT Total:**			**52.00**	**COUNTY EXTENSION**	**1 Vendors**	**1 Transactions**	
1	**Fund Total:**			**263,756.95**	**GENERAL REVENUE FUND**		**126 Transactions**	

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	Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
310	DEPT					ADMINISTRATION			
	9073	**MCEA**							
		10-310-000-0000-6242			250.00	MCEA FULL 2021 MEMBERSHIP 01/01/2021 12/31/2021	2021 DUES	REG,MEMBER,CONF,DUES; STAFF DE	N
		10-310-000-0000-6242			275.00	NACE LEVEL 1 2021 MEMBERSHIP 01/01/2021 12/31/2021	2021 DUES	REG,MEMBER,CONF,DUES; STAFF DE	N
		10-310-000-0000-6242			50.00	MCEA ASSOCIATE 2021 MEMBERSHIP 01/01/2021 12/31/2021	2021 DUES	REG,MEMBER,CONF,DUES; STAFF DE	N
	9073	**MCEA**			**575.00**	**3** Transactions			
	2363	**ST PETER HERALD**							
		10-310-000-0000-6242			63.25	ANNUAL SUBSCRIPTION 02/04/2021 02/04/2021	2021	REG,MEMBER,CONF,DUES; STAFF DE	N
	2363	**ST PETER HERALD**			**63.25**	**1** Transactions			
310	**DEPT Total:**				**638.25**	**ADMINISTRATION**	**2 Vendors**	**4 Transactions**	
320	DEPT					ROAD & BRIDGE (MAINTENANCE)			
	5027	**GORDY SERBUS AND SONS GRAVEL LLC**							
		10-320-000-0000-6280	AP	2	403.03	FIX WASH OUT CLASS IV RIP RAP 12/21/2020 12/21/2020	9164	OTHER SERVICES & CHARGES	N
		10-320-000-0000-6280	AP	2	1,609.06	REPAIR WITH IV RIP RAP 12/22/2020 12/22/2020	9164	OTHER SERVICES & CHARGES	N
	5027	**GORDY SERBUS AND SONS GRAVEL LLC**			**2,012.09**	**2** Transactions			
	4239	**PRECISE**							
		10-320-000-0000-6505	AP	2	10.11	MONTHLY DATA USE & SOFTWARE NO 11/01/2020 11/30/2020	200-1029030	R&B SUPPLIES - WEED CONTROL	N
	4239	**PRECISE**			**10.11**	**1** Transactions			
320	**DEPT Total:**				**2,022.20**	**ROAD & BRIDGE (MAINTENANCE)**	**2 Vendors**	**3 Transactions**	
325	DEPT					ROAD & BRIDGE - CONSTRUCTION			
	105	**BOLTON & MENK INC**							
		10-325-000-0000-6260	AP	2	1,341.00	PROFESSIONAL SERVICES CSAH 15 11/30/2020 11/30/2020	262940	PROF & TECH SERVICES	N
	105	**BOLTON & MENK INC**			**1,341.00**	**1** Transactions			

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Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
1465	**BRAUN INTERTEC CORPORATION**							
	10-325-000-0000-6260	AP	2	4,216.25	PROFESSIONAL SERVICES CSAH 12 09/26/2020 12/26/2020	B239010	PROF & TECH SERVICES	N
1465	**BRAUN INTERTEC CORPORATION**			**4,216.25**	**1** Transactions			
6252	**SRF CONSULTING GROUP INC**							
	10-325-000-0000-6260	AP	2	2,257.50	PROFESSIONAL SERVICES CSAH 14 12/31/2020 12/31/2020	12888.02-13	PROF & TECH SERVICES	N
6252	**SRF CONSULTING GROUP INC**			**2,257.50**	**1** Transactions			
325	**DEPT Total:**			**7,814.75**	**ROAD & BRIDGE - CONSTRUCTION**	**3 Vendors**	**3 Transactions**	
330	DEPT				EQUIPMENT INVENTORY & SHOP			
7100	**CRYSTAL VALLEY**							
	10-330-000-0000-6520	AP	2	1,206.78	GAS FOR NICOLLET PUMP 12/30/2020 12/30/2020	LC101277153	R&B SUPPLIES - GAS/LUBRICANTS	N
	10-330-000-0000-6523	AP	2	119.93	DEF 12/31/2020 12/31/2020	MD101082027	R&B SUPPLIES - DIESEL FUEL	N
7100	**CRYSTAL VALLEY**			**1,326.71**	**2** Transactions			
428	**CRYSTEEL TRUCK EQUIPMENT INC**							
	10-330-000-0000-6670			7,352.00	SNOW PLOW EQUIPMENT UNIT 16-04 01/06/2021 01/06/2021	LP201300	VEHICLES PURCHASED	N
428	**CRYSTEEL TRUCK EQUIPMENT INC**			**7,352.00**	**1** Transactions			
7012	**FILLMEUP FOOD & FUEL**							
	10-330-000-0000-6520	AP	2	54.27	GAS 12/30/2020 12/30/2020	11958	R&B SUPPLIES - GAS/LUBRICANTS	N
	10-330-000-0000-6523	AP	2	1,530.18	DIESEL FUEL 12/01/2020 12/31/2020	11958	R&B SUPPLIES - DIESEL FUEL	N
7012	**FILLMEUP FOOD & FUEL**			**1,584.45**	**2** Transactions			
4434	**GMS INDUSTRIAL SUPPLIES INC**							
	10-330-000-0000-6525			33.58	SHOP SUPPLIES 01/05/2021 01/05/2021	67072	R&B SUPPLIES - TOOL/SHOP MATERI	N
	10-330-000-0000-6525			176.61	SHOP SUPPLIES - TERMINALS, PLU 01/06/2021 01/06/2021	67171	R&B SUPPLIES - TOOL/SHOP MATERI	N
4434	**GMS INDUSTRIAL SUPPLIES INC**			**210.19**	**2** Transactions			

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Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
5879	**GOPHER STATE ONE CALL**							
	10-330-000-0000-6250			50.00	2021 ANNUAL FACILITY OPERATOR 01/01/2021 01/01/2021	1001238	ELECTRICITY, WATER, SEWER	N
	10-330-000-0000-6250	AP	2	4.05	LOCATES - 3 12/01/2020 12/31/2020	121237	ELECTRICITY, WATER, SEWER	N
5879	**GOPHER STATE ONE CALL**			**54.05**	**2** Transactions			
1700	**MENARDS**							
	10-330-000-0000-6525			66.09	SHOP SUPPLIES - RUBBER CORD & 01/04/2021 01/04/2021	88313	R&B SUPPLIES - TOOL/SHOP MATERI	N
1700	**MENARDS**			**66.09**	**1** Transactions			
7994	**MINNESOTA IRON AND METAL CO**							
	10-330-000-0000-6522	AP	2	386.40	EQUIP REPAIR - MISC METAL 12/03/2020 12/03/2020	162368	R&B SUPPLIES - MACHINERY/VEHICL	N
7994	**MINNESOTA IRON AND METAL CO**			**386.40**	**1** Transactions			
4041	**NUSS TRUCK GROUP INC**							
	10-330-000-0000-6522			2,169.60	FAN UPDATE 01/06/2021 01/06/2021	2210826	R&B SUPPLIES - MACHINERY/VEHICL	N
4041	**NUSS TRUCK GROUP INC**			**2,169.60**	**1** Transactions			
9317	**OREILLY AUTO PARTS**							
	10-330-000-0000-6522	AP	2	8.99	ROCKER SWITCH 12/08/2020 12/08/2020	5601-253975	R&B SUPPLIES - MACHINERY/VEHICL	N
9317	**OREILLY AUTO PARTS**			**8.99**	**1** Transactions			
6756	**RDO EQUIPMENT CO**							
	10-330-000-0000-6670			16,700.00	LYCOX WALK N ROLL RETRIEVER UN 01/05/2021 01/05/2021	1348195	VEHICLES PURCHASED	N
6756	**RDO EQUIPMENT CO**			**16,700.00**	**1** Transactions			
5495	**RUNNINGS SUPPLY CORPORATE OFFICE**							
	10-330-000-0000-6525			95.85	GARDEN HOSE & MISC 01/06/2021 01/06/2021	6327404	R&B SUPPLIES - TOOL/SHOP MATERI	N
	10-330-000-0000-6525			17.67	HOSE FITTING 01/06/2021 01/06/2021	6327612	R&B SUPPLIES - TOOL/SHOP MATERI	N
5495	**RUNNINGS SUPPLY CORPORATE OFFICE**			**113.52**	**2** Transactions			

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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
330	**DEPT Total:**		**29,972.00**	**EQUIPMENT INVENTORY & SHOP**	**11 Vendors**	**16 Transactions**	
370	DEPT			PARK DEPARTMENT			
	5027 **GORDY SERBUS AND SONS GRAVEL LLC**						
	10-370-000-0000-6282	AP 2	699.37	7 MILE PARK TRAIL 2 FEMA 12/08/2020 12/08/2020	9164	TRAIL MAINTENANCE	N
	5027 GORDY SERBUS AND SONS GRAVEL LLC		**699.37**	**1** Transactions			
370	**DEPT Total:**		**699.37**	**PARK DEPARTMENT**	**1 Vendors**	**1 Transactions**	
609	DEPT			AGRICULTURAL INSPECTION (WEED & S			
	5749 **MACAI**						
	10-609-000-0000-6242		85.00	MACAI 2021 ANNUAL DUES 01/01/2021 12/31/2021	2021DUES	REG,MEMBER,CONF,DUES; STAFF DE	N
	5749 MACAI		**85.00**	**1** Transactions			
609	**DEPT Total:**		**85.00**	**AGRICULTURAL INSPECTION (WEED & S**	**1 Vendors**	**1 Transactions**	
10	**Fund Total:**		**41,231.57**	**ROAD AND BRIDGE**		**28 Transactions**	

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Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
440	DEPT				PUBLIC HEALTH			
6186	**ALI/MUMINA HASSAN**							
	11-440-451-0000-6260			35.00	INTERPRET WIC 13563432 01/12/2021 01/12/2021	JAN21	PROFESSIONAL & TECHNICAL SERVI	Y
6186	**ALI/MUMINA HASSAN**			**35.00**	**1** Transactions			
2133	**BROWN NICOLLET CHS**							
	11-440-454-0000-6260	DTG	1	459.50	PHEP HOURS J HARMON DEC20 12/03/2020 12/30/2020	JAN21	PROFESSIONAL & TECHNICAL SERVI	N
	11-440-454-0000-6401	DFG	1	2.66	PHEP SUPPLIES/COPIES DEC20 12/01/2020 12/31/2020	JAN21	OFFICE SUPPLIES	N
2133	**BROWN NICOLLET CHS**			**462.16**	**2** Transactions			
3244	**GUERRERO/MARIA**							
	11-440-451-0000-6260			35.00	INTERPRET WIC 13653136 01/13/2021 01/13/2021	JAN21	PROFESSIONAL & TECHNICAL SERVI	Y
	11-440-451-0000-6260			35.00	INTERPRET WIC 13682175 01/13/2021 01/13/2021	JAN21	PROFESSIONAL & TECHNICAL SERVI	Y
3244	**GUERRERO/MARIA**			**70.00**	**2** Transactions			
6389	**MCKESSON MEDICAL SURGICAL**							
	11-440-450-0000-6405	AP	2	22.60	GLUCOSE GEL CRASH CART FLU 20 12/29/2020 12/29/2020	17239745	INFLUENZA GRANT EXP	N
	11-440-450-0000-6405	AP	2	263.55	SUPPLIES CRASH CART FLU 20 12/30/2020 12/30/2020	17248104	INFLUENZA GRANT EXP	N
	11-440-450-0000-6405	AP	2	19.80	AIRWAYS CRASH CART FLU 20 12/30/2020 12/30/2020	17255631	INFLUENZA GRANT EXP	N
	11-440-450-0000-6405	AP	2	20.32	FLASHLIGHT CRASH CART FLU 20 12/31/2020 12/31/2020	17320231	INFLUENZA GRANT EXP	N
6389	**MCKESSON MEDICAL SURGICAL**			**326.27**	**4** Transactions			
1162	**MCMAHON/POOLA**							
	11-440-451-0000-6260			35.00	INTERPRET WIC: 13571177 01/14/2021 01/14/2021	JAN21	PROFESSIONAL & TECHNICAL SERVI	Y
	11-440-451-0000-6260			35.00	INTERPRET WIC 13676255 01/07/2021 01/07/2021	JAN21	PROFESSIONAL & TECHNICAL SERVI	Y
	11-440-451-0000-6260			35.00	INTERPRET WIC 13610631 01/11/2021 01/11/2021	JAN21	PROFESSIONAL & TECHNICAL SERVI	Y
	11-440-453-0000-6260			35.00	INTERPRET CAR SEAT	JAN21	PROFESSIONAL & TECHNICAL SERVI	Y

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Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
					01/07/2021 01/07/2021			
1162	**MCMAHON/POOLA**			**140.00**	**4** Transactions			
64750	**NELSON PRINTING CO**							
	11-440-450-0000-6406			179.20	SIGNS COVID-19 VACCINE EVENT	57670	VACCINE GRANT EXP	G
					01/08/2021 01/08/2021			
64750	**NELSON PRINTING CO**			**179.20**	**1** Transactions			
9105	**NOODLE SOUP**							
	11-440-453-0000-6452	AP	2	274.80	EDUCATIONAL MATERIALS CTC 20	189464	REFERENCE BOOKS & MATERIALS	N
					12/21/2020 12/21/2020			
	11-440-453-0000-6452	AP	2	27.48	EDU MATERIALS SHIPPING CTC 20	189464	REFERENCE BOOKS & MATERIALS	N
					12/21/2020 12/21/2020			
9105	**NOODLE SOUP**			**302.28**	**2** Transactions			
8694	**UNITED TEAM ELITE**							
	11-440-450-0000-6406			348.00	CHW/PHN TEAM JACKETS (6)	3898	VACCINE GRANT EXP	N
					01/14/2021 01/14/2021			
8694	**UNITED TEAM ELITE**			**348.00**	**1** Transactions			
440	**DEPT Total:**			**1,862.91**	**PUBLIC HEALTH**	**8 Vendors**	**17 Transactions**	
11	**Fund Total:**			**1,862.91**	**HUMAN SERVICES FUND**		**17 Transactions**	

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Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
650	DEPT				COUNTY DITCHES			
613	**DVORAK EXCAVATING INC**							
	41-650-814-0000-6509	AP	2	15,767.50	CD 30A CLEAN OUT 12/14/2020 12/29/2020	5393	DITCH REPAIR EXPENSES-CLEAN OU	N
	41-650-847-0000-6509	AP	2	6,072.50	CD 82 RR 20-015 09/17/2020 09/17/2020	5400	DITCH REPAIR EXPENSES-CLEAN OU	N
	41-650-803-0000-6509	AP	2	6,152.50	CD 8A RR 20-029 09/18/2020 09/18/2020	5401	DITCH REPAIR EXPENSES-CLEAN OU	N
	41-650-847-0000-6509	AP	2	6,635.00	CD 82 RR 20-019 11/30/2020 11/30/2020	5402	DITCH REPAIR EXPENSES-CLEAN OU	N
	41-650-809-0000-6509	AP	2	4,740.00	CD 16A CLEAN OUT 12/07/2020 12/07/2020	5403	DITCH REPAIR EXPENSES-CLEAN OU	N
	41-650-814-0000-6509	AP	2	10,772.50	CD 30A CLEAN OUT 12/22/2020 12/22/2020	5404	DITCH REPAIR EXPENSES-CLEAN OU	N
	41-650-811-0000-6509	AP	2	10,065.00	CD 24A CLEAN OUT 12/21/2020 12/21/2020	5405	DITCH REPAIR EXPENSES-CLEAN OU	N
613	**DVORAK EXCAVATING INC**			**60,205.00**	**7** Transactions			
5027	**GORDY SERBUS AND SONS GRAVEL LLC**							
	41-650-838-0000-6509	AP	2	360.26	CD 77 RR 19-015 12/14/2020 12/14/2020	9196	DITCH REPAIR EXPENSES-CLEAN OU	N
5027	**GORDY SERBUS AND SONS GRAVEL LLC**			**360.26**	**1** Transactions			
3941	**HOUSTON ENGINEERING INC**							
	41-650-824-0000-6509	AP	2	2,295.25	CD48A RE-ESTABLISH PROJ 2020 11/22/2020 12/19/2020	0051739	DITCH REPAIR EXPENSES-CLEAN OU	N
	41-650-000-0000-6260	AP	2	333.33	SOFTWARE MAINT 2020 12/01/2020 12/31/2020	0051761	PROFESSIONAL & TECHNICAL SERVI	N
	41-650-000-0000-6260			3,666.67	SOFTWARE MAINT 2021 01/01/2021 11/30/2021	0051761	PROFESSIONAL & TECHNICAL SERVI	N
3941	**HOUSTON ENGINEERING INC**			**6,295.25**	**3** Transactions			
1910	**I & S GROUP INC**							
	41-650-840-0000-6510	AP	2	2,258.50	CD77 LAT2 CONSTR PLANS DEC20 12/01/2020 12/31/2020	65918	DITCH IMPROVEMENT EXPENSES	N
	41-650-844-0000-6510	AP	2	6,240.23	CD79 CONSTRUCTION ADMIN DEC20 12/01/2020 12/31/2020	65919	DITCH IMPROVEMENT EXPENSES	N
1910	**I & S GROUP INC**			**8,498.73**	**2** Transactions			

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Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
268	**LAFAYETTE EXCAVATING INC**							
	41-650-856-0000-6509	AP	2	4,243.97	CD 92 RR 20-006 12/08/2020 12/08/2020	25154	DITCH REPAIR EXPENSES-CLEAN OU	N
	41-650-808-0000-6509	AP	2	130.00	CD 13A RR 19-029 12/10/2020 12/10/2020	25159	DITCH REPAIR EXPENSES-CLEAN OU	N
	41-650-838-0000-6509	AP	2	638.50	CD 77 RR 19-015 12/15/2020 12/15/2020	25173	DITCH REPAIR EXPENSES-CLEAN OU	N
	41-650-838-0000-6509	AP	2	515.00	CD 77 RR 19-015 12/15/2020 12/15/2020	25174	DITCH REPAIR EXPENSES-CLEAN OU	N
	41-650-834-0000-6509	AP	2	597.50	CD 71A RR 20-049 12/15/2020 12/15/2020	25175	DITCH REPAIR EXPENSES-CLEAN OU	N
	41-650-834-0000-6509	AP	2	2,152.14	CD 71A RR 20-037 12/15/2020 12/15/2020	25176	DITCH REPAIR EXPENSES-CLEAN OU	N
	41-650-828-0000-6509	AP	2	202.06	CD 58C RR 20-042 12/15/2020 12/15/2020	25177	DITCH REPAIR EXPENSES-CLEAN OU	N
	41-650-842-0000-6509	AP	2	719.00	CD 78 RR 20-044 12/15/2020 12/15/2020	25180	DITCH REPAIR EXPENSES-CLEAN OU	N
	41-650-834-0000-6509	AP	2	244.50	CD 71A RR 20-052 12/09/2020 12/09/2020	25218	DITCH REPAIR EXPENSES-CLEAN OU	N
	41-650-818-0000-6509	AP	2	159.50	CD 38A RR 20-050 12/09/2020 12/09/2020	25219	DITCH REPAIR EXPENSES-CLEAN OU	N
268	**LAFAYETTE EXCAVATING INC**			**9,602.17**	**10** Transactions			
4817	**RINKE-NOONAN**							
	41-650-831-0000-6510	AP	2	1,732.50	CD62 IMPROVEMENT PROJECT DEC20 12/01/2020 12/31/2020	322242	DITCH IMPROVEMENT EXPENSES	Y
4817	**RINKE-NOONAN**			**1,732.50**	**1** Transactions			
3141	**STRUCTURAL SPECIALTIES INC**							
	41-650-811-0000-6509	AP	2	14,800.00	CD 24A CLEAN OUT 12/01/2020 12/28/2020	1889	DITCH REPAIR EXPENSES-CLEAN OU	N
3141	**STRUCTURAL SPECIALTIES INC**			**14,800.00**	**1** Transactions			
650	**DEPT Total:**			**101,493.91**	**COUNTY DITCHES**	**7 Vendors**	**25 Transactions**	
652	DEPT				JOINT (JUDICIAL) DITCHES			
1910	**I & S GROUP INC**							
	41-652-872-0000-6510	AP	2	626.70	JD12NS CONSTRUCTION ADM DEC20 12/01/2020 12/31/2020	65920	DITCH IMPROVEMENT EXPENSES	N

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	Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
	1910	**I & S GROUP INC**			**626.70**	**1** Transactions			
	268	**LAFAYETTE EXCAVATING INC**							
		41-652-877-0000-6509	AP	2	961.00	JD 14SN RR 19-018 12/10/2020 12/10/2020	25166	DITCH REPAIR AND/OR CLEAN OUT E	N
	268	**LAFAYETTE EXCAVATING INC**			**961.00**	**1** Transactions			
652	**DEPT Total:**				**1,587.70**	**JOINT (JUDICIAL) DITCHES**	**2 Vendors**	**2 Transactions**	
655	DEPT					DITCH INSPECTOR (PASS THRU)			
	206	**APG MEDIA OF SOUTHERN MINNESOTA LL**							
		41-655-000-0000-6802	AP	2	20.25	AD FOR USED TRUCK SALE 12/24/2020 12/24/2020	12106-1220	MISC EXP	N
	206	**APG MEDIA OF SOUTHERN MINNESOTA LL**			**20.25**	**1** Transactions			
	4817	**RINKE-NOONAN**							
		41-655-000-0000-6260	AP	2	200.00	MONTHLY RETAINER FEE DEC20 12/01/2020 12/31/2020	322026	SERVICES AND CHARGES	Y
	4817	**RINKE-NOONAN**			**200.00**	**1** Transactions			
655	**DEPT Total:**				**220.25**	**DITCH INSPECTOR (PASS THRU)**	**2 Vendors**	**2 Transactions**	
41	**Fund Total:**				**103,301.86**	**DITCH FUND**		**29 Transactions**	
	Final Total:				**410,153.29**	**107 Vendors**	**200 Transactions**		

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Recap by Fund	Fund	Amount	Name
	1	263,756.95	GENERAL REVENUE FUND
	10	41,231.57	ROAD AND BRIDGE
	11	1,862.91	HUMAN SERVICES FUND
	41	103,301.86	DITCH FUND
	All Funds	410,153.29	Total

Approved by,

1·26·2021

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Nicollet County Board of Commissioners
Board Meeting Agenda Item

NICOLLET COUNTY EST. 1853

Agenda Item:

Human Services Fund Warrants

Primary Originating Division/Dept.: Finance Department	Meeting Date: 1/26/2021
Contact: Title:	Item Type: (Select One) Regular Agenda
Amount of Time Requested minutes	
Presenter: Title:	Attachments: ○ Yes ◉ No

County Strategy: (Select One) Financial Security - prudent use of taxpayer resources

BACKGROUND/JUSTIFICATION:

Some Human Services Warrants contain private data and are not available for inspection. A copy of the Human Services Warrants is kept in the Finance Department Office for the required retention period.

Supporting Documents: ○ Attached ○ In Signature Folder ◉ None

Prior Board Action Taken on this Agenda Item: ○ Yes ◉ No

If "yes", when? (provide year; mm/dd/yy if known)

Approved by County Attorney's Office: ○ Yes ○ No ◉ N/A

ACTION REQUESTED:

FISCAL IMPACT: Other
(Select One)

If "Other", specify

FUNDING
County Dollars =

Grant
(Select One)

Total

FTE IMPACT: No FTE change
(Select One)

If "Increase or "Decrease" specify:

Related Financial/FTE Comments:

OFFICIAL PROCEEDINGS OF THE
NICOLLET COUNTY DRAINAGE AUTHORITY
January 5, 2021

The Nicollet County Drainage Authority met in regular session on Tuesday, January 5, 2021 at 10:38 a.m. with Chair Terry Morrow presiding. Commissioners Marie Dranttel, John Luepke, Jack Kolars, Denny Kemp and Terry Morrow were present. Also present were County Administrator Ryan Krosch, Recording Secretary Sarah Frahm and County Attorney Michelle Zehnder Fischer.

The meeting was held via teleconference pursuant to Minnesota Statute 13D.021 due to the coronavirus pandemic.

Consent Agenda

Motion by Commissioner Kemp and seconded by Commissioner Luepke to approve the consent agenda items as follows: approval of the December 15, 2020 Drainage Authority minutes. Motion carried with all voting in favor on a roll call vote.

Chair Morrow adjourned the meeting at 10:39 a.m.

TERRY MORROW, CHAIR
BOARD OF COMMISSIONERS

ATTEST:

RYAN KROSCH
CLERK TO THE BOARD

OFFICIAL PROCEEDINGS OF THE
NICOLLET COUNTY DRAINAGE AUTHORITY
January 12, 2021

The Nicollet County Drainage Authority met in special session on Tuesday, January 12, 2021 at 10:00 a.m. with Chair Terry Morrow presiding. Commissioners Marie Dranttel, Terry Morrow, Jack Kolars, Denny Kemp and John Luepke were present. Also present were County Administrator Ryan Krosch, Recording Secretary Sarah Frahm and County Attorney Michelle Zehnder Fischer.

The meeting was held via teleconference pursuant to Minnesota Statute 13D.021 due to the coronavirus pandemic. Zoom meeting technology was used to conduct the meeting. Chair Morrow, Administrator Krosch and Recording Secretary Frahm were in attendance at the County Board Room. The open portion of meeting was also video recorded.

Approval of Agenda

Motion by Commissioner Kemp and seconded by Commissioner Luepke to approve the agenda. Motion carried with all voting in favor on a roll call vote.

Closed Meeting
County Ditch 62A Improvement Project

At 10:01 a.m. Chair Morrow moved to a closed session of the Drainage Authority, as permitted under Minnesota Statute §13D.05, Subdivision 3(b), to discuss potential litigation regarding the improvement project on Nicollet County Ditch 62A. Individuals attending the closed meeting were: Commissioners Denny Kemp, Marie Dranttel, Terry Morrow, Jack Kolars and John Luepke; County Attorney Michelle Zehnder Fischer; County Administrator Ryan Krosch, County Engineer Seth Greenwood; Ditch Inspector Nate Henry, Public Services Manager Jaci Kopet and Attorney Roger Justin.

The regular Drainage Authority meeting reconvened at 11:20 a.m.

Open Meeting:

Commissioner Kemp noted that a Third Party Complaint was filed in the litigation involving County Ditch 62A that creates an actual conflict of interest for the retained counsel of record for the Drainage Authority. Motion by Commissioner Kemp and seconded by Commissioner Luepke to have the County waive the conflict of interest and to further direct the County Attorney to work with legal counsel to execute any required documents related to the waiver of the conflict of interest. Motion carried with all voting in favor on a roll call vote.

Motion by Commissioner Kolars and seconded by Commissioner Kemp to adjourn the meeting. Motion carried with all voting in favor on a roll call vote. The meeting adjourned at 11:26 a.m.

TERRY MORROW, CHAIR
BOARD OF COMMISSIONERS

ATTEST:

RYAN KROSCH
CLERK TO THE BOARD

SECTION 00 5200

AGREEMENT FORM

BETWEEN OWNER AND CONTRACTOR

FOR CONSTRUCTION CONTRACT (STIPULATED PRICE)

THIS AGREEMENT is by and between Nicollet County Drainage Authority ("Owner") and **Lametti & Sons, Inc.** ("Contractor").

Terms used in this Agreement have the meanings stated in the General Conditions and the Supplementary Conditions.

Owner and Contractor hereby agree as follows:

ARTICLE 1 - WORK

1.01 Contractor shall complete all Work as specified or indicated in the Contract Documents. The Work is generally described as follows: a 90,000 gallon per minute pump station with 3 submersible pumps (2 high capacity axial flow and 1 smaller capacity centrifugal flow pumps), a cast in-place concrete structure and a prefabricated control building.

ARTICLE 2 - THE PROJECT

2.01 The Project, of which the Work under the Contract Documents is a part, is generally described as follows: Nicollet County Ditch No. 86A - High Capacity Stormwater Pumping Station plus Alternate 5.

ARTICLE 3 - ENGINEER

3.01 The Owner has retained ISG, Inc. ("Engineer") to act as Owner's representative, assume all duties and responsibilities of Engineer, and have the rights and authority assigned to Engineer in the Contract.

3.02 The part of the Project that pertains to the Work has been designed by Engineer.

ARTICLE 4 - CONTRACT TIMES

4.01 *Time of the Essence*

A. All time limits for Milestones, if any, Substantial Completion, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract.

4.02 *Contract Times: Dates*

A. The Work, except the final televising, will be substantially complete on or before May 28, 2021 and ready for final payment in accordance with Paragraph 15.06 of the General Conditions.

B. Final televising shall be completed no later then 6 months after completion date.

4.03 *Liquidated Damages*

A. Contractor and Owner recognize that time is of the essence as stated in Paragraph 4.01 above and that Owner will suffer financial and other losses if the Work is not completed and Milestones not achieved within the Contract Times, as duly modified. The parties also recognize the delays, expense, and difficulties involved in proving, in a legal or arbitration proceeding, the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty):

1. *Substantial Completion:* Contractor shall pay Owner the amount specified in the Schedule of Liquidated Damages below based on the original Contract amount for each day that expires after the time (as duly adjusted pursuant to the Contract) specified above for Substantial Completion, until the Work is substantially complete.

Schedule of Liquidated Damages		
Original Contract Amount		Liquidated damage charge per calendar day, $
From more than, $	To and including, $	
0	25,000	300
25,000	100,000	400
100,000	500,000	900
500,000	1,000,000	1,200
1,000,000	2,000,000	1,500
2,000,000	5,000,000	2,500
5,000,000	10,000,000	3,000
10,000,000	-	3,500

2. Liquidated damages for failing to timely attain Milestones, Substantial Completion, and final completion are not additive, and will not be imposed concurrently.

B. If Owner recovers liquidated damages for a delay in completion by Contractor, then such liquidated damages are Owner's sole and exclusive remedy for such delay, and Owner is precluded from recovering any other damages, whether actual, direct, excess, or consequential, for such delay, except for special damages (if any) specified in this Agreement.

4.04 *Special Damages*

A. Contractor shall reimburse Owner (1) for any fines or penalties imposed on Owner as a direct result of the Contractor's failure to attain Substantial Completion according to the Contract Times, and (2) for the actual costs reasonably incurred by Owner for engineering, construction observation, inspection, and administrative services needed after the time specified in Paragraph 4.02 for Substantial Completion (as duly adjusted pursuant to the Contract), until the Work is substantially complete.

B. After Contractor achieves Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining Work within the Contract Times, Contractor shall reimburse Owner for the actual costs reasonably incurred by Owner for engineering, construction observation, inspection, and administrative services needed after the time specified in Paragraph 4.02 for Work to be completed and ready for final payment (as duly adjusted pursuant to the Contract), until the Work is completed and ready for final payment.

C. The special damages imposed in this paragraph are supplemental to any liquidated damages for delayed completion established in this Agreement.

ARTICLE 5 - CONTRACT PRICE

5.01 Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents, the amounts that follow, subject to adjustment under the Contract:

A. For all Unit Price Work, an amount equal to the sum of the extended prices stated in Contractor's Bid (established for each separately identified item of Unit Price Work by multiplying the unit price times the actual quantity of that item), attached hereto as an exhibit.

The extended prices for Unit Price Work set forth as of the Effective Date of the Contract are based on estimated quantities. As provided in Paragraph 13.03 of the General Conditions, estimated quantities are not guaranteed, and determinations of actual quantities and classifications are to be made by Engineer.

ARTICLE 6 - PAYMENT PROCEDURES

6.01 *Submittal and Processing of Payments*

A. Contractor shall submit Applications for Payment in accordance with Article 15 of the General Conditions. Applications for Payment will be processed by Engineer as provided in the General Conditions.

6.02 *Progress Payments; Retainage*

A. Owner shall make progress payments on the basis of Contractor's Applications for Payment on or about the last day of each month during performance of the Work as provided in Paragraph 6.02.A.1 below, provided that such Applications for Payment have been submitted in a timely manner and otherwise meet the requirements of the Contract. All such payments will be

measured by the Schedule of Values established as provided in the General Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no Schedule of Values, as provided elsewhere in the Contract.

1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below but, in each case, less the aggregate of payments previously made and less such amounts as Owner may withhold, including but not limited to liquidated damages, in accordance with the Contract
   a. 95 percent of the value of the Work completed (with the balance being retainage).
      1) 95 percent of cost of materials and equipment not incorporated in the Work (with the balance being retainage).

B. Upon Substantial Completion, Owner shall pay an amount sufficient to increase total payments to Contractor to 100 percent of the Work completed, less such amounts set off by Owner pursuant to Paragraph 15.01.E of the General Conditions, and less 200 percent of Engineer's estimate of the value of Work to be completed or corrected as shown on the punch list of items to be completed or corrected prior to final payment.

6.03 *Final Payment*

A. Upon final completion and acceptance of the Work, Owner shall pay the remainder of the Contract Price in accordance with Paragraph 15.06 of the General Conditions.

6.04 *Consent of Surety*

A. Owner will not make final payment, or return or release retainage at Substantial Completion or any other time, unless Contractor submits written consent of the surety to such payment, return, or release.

6.05 *Interest*

A. All amounts not paid when due will bear interest at the rate of 6.00 percent per annum.

ARTICLE 7 - CONTRACT DOCUMENTS

7.01 *Contents*

A. The Contract Documents consist of all of the following:
   1. This Agreement.
   2. Bonds:
      a. Performance bond (together with power of attorney).
      b. Payment bond (together with power of attorney).
   3. General Conditions.
   4. Supplementary Conditions.
   5. Specifications as listed in the table of contents of the project manual (copy of list attached).
   6. Drawings listed on the attached sheet index.
   7. Addenda (numbers 1 to **3**, inclusive).
   8. Exhibits to this Agreement (enumerated as follows):
      a. Contractor's Bid
      b. Geotechnical Data Report
   9. The following which may be delivered or issued on or after the Effective Date of the Contract and are not attached hereto:
      a. Notice to Proceed.
      b. Work Change Directives.
      c. Change Orders.
      d. Field Orders.
      e. Warranty Bond, if any.

B. The Contract Documents listed in Paragraph 7.01.A are attached to this Agreement (except as expressly noted otherwise above).

C. There are no Contract Documents other than those listed above in this Article 7.

D. The Contract Documents may only be amended, modified, or supplemented as provided in the Contract.

ARTICLE 8 - REPRESENTATIONS, CERTIFICATIONS, AND STIPULATIONS

8.01 *Contractor's Representations*

A. In order to induce Owner to enter into this Contract, Contractor makes the following representations:
   1. Contractor has examined and carefully studied the Contract Documents, including Addenda.
   2. Contractor has visited the Site, conducted a thorough visual examination of the Site and adjacent areas, and become familiar with the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
   3. Contractor is familiar with all Laws and Regulations that may affect cost, progress, and performance of the Work.
   4. Contractor has carefully studied the reports of explorations and tests of subsurface conditions at or adjacent to the Site and the drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, with respect to the Technical Data in such reports and drawings.
   5. Contractor has carefully studied the reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, with respect to Technical Data in such reports and drawings.
   6. Contractor has considered the information known to Contractor itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Contract Documents; and the Technical Data identified in the Supplementary Conditions or by definition, with respect to the effect of such information, observations, and Technical Data on (a) the cost, progress, and performance of the Work; (b) the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor; and (c) Contractor's safety precautions and programs.
   7. Based on the information and observations referred to in the preceding paragraph, Contractor agrees that no further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract.
   8. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.
   9. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and of discrepancies between Site conditions and the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.
   10. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.
   11. Contractor's entry into this Contract constitutes an incontrovertible representation by Contractor that without exception all prices in the Agreement are premised upon performing and furnishing the Work required by the Contract Documents.

8.02 Contractor's Certifications

A. Contractor certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract. For the purposes of this Paragraph 8.02:
   1. corrupt practice" means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process or in the Contract execution;
   2. fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process or the execution of the Contract to the detriment of Owner, (b) to establish Bid or Contract prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
   3. collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish Bid prices at artificial, non-competitive levels; and
   4. coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

8.03 *Standard General Conditions*

A. Owner stipulates that if the General Conditions that are made a part of this Contract are EJCDC® C-700, Standard General Conditions for the Construction Contract (2018), published by the Engineers Joint Contract Documents Committee, and if Owner is the party that has furnished said General Conditions, then Owner has plainly shown all modifications to the standard wording of such published document to the Contractor, through a process such as highlighting or "track changes" (redline/strikeout), or in the Supplementary Conditions.

IN WITNESS WHEREOF, Owner and Contractor have signed this Agreement.

This Agreement will be effective on 1/8/2021 (which is the Effective Date of the Contract).

Owner:

Nicollet County Drainage Authority
(typed or printed name of organization)

By: _____
(individual's signature)

Date: 1/26/2021
(date signed)

Name: TERRENCE MULLIGAN
(typed or printed)

Title: CHAIR
(typed or printed)

Attest: _____
(individual's signature)

Title: Ryan Krosch County Administrator
(typed or printed)

Address for giving notices:

501 S Minnesota Ave.
St. Peter MN 56082

Designated Representative:

Name: Jaci Kopet
(typed or printed)

Title: Public Service Manager
(typed or printed)

Address:

Same

Phone: 507-934-7806

Email: jaci.kopet@co.nicollet.mn.us

*(If **[Type of Entity]** is a corporation, attach evidence of authority to sign. If **[Type of Entity]** is a public body, attach evidence of authority to sign and resolution or other documents authorizing execution of this Agreement.)*

Contractor:

Lametti & Sons, Inc.
(typed or printed name of organization)

By: _____
(individual's signature)

Date: 1/6/2021
(date signed)

Name: Mario Lametti
(typed or printed)

Title: CEO/President
(typed or printed)

*(If **[Type of Entity]** is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.)*

Attest: _____
(individual's signature)

Title: Admin. Asst./Notary
(typed or printed)

Address for giving notices:

16028 Forest Blvd. N.
P.O. Box 477
Hugo, MN 55038

Designated Representative:

Name: _____
(typed or printed)

Title: _____
(typed or printed)

Address:

Phone: (651) 426-1380

Email: dave@lametti.com

License No.: NA
(where applicable)

State: Minnesota

END OF SECTION

Nicollet County Ditch No. 86A -
High Capacity Stormwater Pumping Station (#7199133)

Owner: Nicollet County Drainage Authority
Solicitor: ISG, Inc - Mankato MN
09/24/2020 02:00 PM CDT

Line Item	Item Code	Item Description	U of M	Quantity	Lametti and Sons, Inc. Unit Price	Extension
Base Bid						
1	01.7113.1000.01	MOBILIZATION	LS	1	$75,000.00	$75,000.00
2	33.4520.1000.03	8 FOOT x 8 FOOT (I.D.) CLASS III BOX CULVERT	LF	14	$3,000.00	$42,000.00
3	33.4520.1000.02	8 FOOT x 8 FOOT (I.D.) END SECTION (WITH DROPWALL)	EA	1	$13,000.00	$13,000.00
4	33.4520.1000.02	8-FOOT x 8-FOOT TRASH GUARD	EA	1	$11,000.00	$11,000.00
5	33.4111.1103.02	MAIN PUMP (230 H.P.)	EA	2	$178,000.00	$356,000.00
6	33.4111.1103.02	JOCKEY PUMPS (60 H.P.)	EA	1	$110,000.00	$110,000.00
7	33.4216.1000.03	36-INCH (O.D.) FORCEMAIN (DUCTILE IRON)	LF	30	$900.00	$27,000.00
8	33.4216.1000.03	16-INCH (O.D.) FORCEMAIN (DUCTILE IRON)	LF	17	$300.00	$5,100.00
9	46.0913.1000.02	36-INCH SLIDE GATE	EA	1	$12,000.00	$12,000.00
10	33.4520.1000.03	84-INCH (I.D.) CLASS III RCP PIPE	LF	40	$670.00	$26,800.00
11	33.4520.1000.02	84-INCH (I.D.) RCP APRON	EA	2	$5,000.00	$10,000.00
12	34.0100.1000.02	OPEN CUT & RESTORE FIELD CROSSING	EA	1	$18,000.00	$18,000.00
13	31.1100.1000.02	TREE REMOVAL	EA	1	$2,000.00	$2,000.00
14	33.4520.1000.02	REMOVE CMP CULVERT	EA	4	$2,000.00	$8,000.00
15	46.0913.1000.02	36-INCH (O.D.) FLAP GATE	EA	3	$7,000.00	$21,000.00
16	46.0913.1000.02	16-INCH (O.D.) FLAP GATE	EA	1	$5,000.00	$5,000.00
17	32.1123.1000.07	AGGREGATE BASE (CV), MnDOT CLASS V ON TYPE V GEOTEXTILE FABRIC FOR 6" GRAVEL ACCESS (6" THICKNESS)	CY	192	$60.00	$11,520.00
18	32.9219.1000.04	SEEDING DISTRUBED DITCH AREA (SEED MIX: BUFFER BLEND WITH TYPE 3 MULCH)	SY	1850	$1.00	$1,850.00
19	33.4216.1000.03	36-INCH (I.D.) OVERFLOW PIPE (HDPE FUSED)	LF	28	$575.00	$16,100.00
20	33.4510.1103.03	36-INCH (I.D.) TRACTOR PUMP PIPE (HDPE)	LF	88	$140.00	$12,320.00
21	32.1123.1000.02	HOG SLATS	EA	9	$1,100.00	$9,900.00
22	31.2500.1000.02	STABLIZED CONSTRUCTION EXIT	EA	1	$3,650.00	$3,650.00
23	33.4111.1103.01	REMOVE PUMP STATION	LS	1	$16,000.00	$16,000.00
24	31.2316.1103.01	REMOVE & DISPOSE OF EXISTING PUMP STATION BERM	LS	1	$14,000.00	$14,000.00
25	31.2316.1103.01	REMOVE CONCRETE, ROCK AND OTHER MISCELLANEOUS MATERIAL	LS	1	$11,000.00	$11,000.00
26	31.2500.1000.03	FLOATING SILT CURTAIN	LF	60	$20.00	$1,200.00
27	31.2500.1000.03	SEDIMENT CONTROL LOG	LF	555	$4.00	$2,220.00
28	31.3700.1000.07	CLASS III RIPRAP WITH GEOTEXTILE FABRIC	CY	548	$140.00	$76,720.00
29	32.1123.1000.07	2-INCH AGGREGATE ON TYPE V GEOTEXTILE FABRIC	CY	11	$400.00	$4,400.00
30	03.3000.1103.01	CAST-IN-PLACE CONCRETE STRUCTURE (PUMP STATION)	LS	1	$420,000.00	$420,000.00
31	31.2316.1103.07	COMMON EXCAVATION (PUMP STATION) (P) (EV)	CY	2109	$45.00	$94,905.00
32	31.2316.1103.07	COMMON BORROW (PUMP STATION) (P) (CV)	CY	1057	$56.00	$59,192.00
33	05.5000.1103.02	BOLLARDS	EA	18	$1,300.00	$23,400.00
34	13.3000.1103.01	PRE-FAB BUILDING	LS	1	$80,000.00	$80,000.00
35	32.1123.1000.07	CONTROL BUILDING SUBGRADE PREP (MnDOT CLASS V AGGREGATE) (P) (CV)	CY	8	$125.00	$1,000.00
36	05.5000.1103.01	MAIN ACCESS HATCH & MAINTANENCE LADDER	LS	1	$8,500.00	$8,500.00
37	32.1123.1000.07	PUMP STATION SUBGRADE PREP (P) (CV)	CY	120	$102.00	$12,240.00
38	26.0010.1103.01	ELECTRICAL CONTROLS	LS	1	$142,000.00	$142,000.00
39	26.0010.1103.01	PERMANENT UTILITY INSTALLATION (ALLOWANCE)	LS	1	$5,000.00	$5,000.00
		Base Bid Total				**$1,769,017.00**
Bid Alternate No. 5			**LF**			
5.01	46.0913.1000.02	84-INCH SLIDE GATE	EA	1	$21,000.00	$21,000.00
		Contract Price				**$1,785,017.00**

OFFICIAL PROCEEDINGS OF THE
BOARD OF COUNTY COMMISSIONERS FOR
NICOLLET COUNTY, MINNESOTA
JANUARY 5, 2021

The Nicollet County Board of Commissioners met in regular session on Tuesday, January 5, 2021, at 9:00 a.m. Commissioners Denny Kemp, Jack Kolars, Marie Dranttel, Terry Morrow and John Luepke were present. Also present were County Administrator Ryan Krosch, County Attorney Michelle Zehnder Fischer and Recording Secretary Sarah Frahm.

The meeting was held via teleconference pursuant to Minnesota Statute 13D.021 due to the coronavirus pandemic. Zoom meeting technology was used to conduct the meeting. Chair Morrow, Administrator Krosch and Recording Secretary Frahm were in attendance at the County Board Room. All commissioners, staff and public participated via Zoom. The meeting was also video recorded.

Election of Officers

Commissioner Luepke asked for nominations for Board Chair for 2021. Motion by Commissioner Luepke and seconded by Commissioner Kolars to nominate Commissioner Morrow for the position of Chair of the Nicollet County Board for 2021. Commissioner Luepke asked three times for additional nominations. No other nominations were made. Motion carried 4-0 on a roll call vote with Commissioner Morrow abstaining.

Chair Morrow asked for nominations for Board Vice Chair. Motion by Commissioner Kemp and seconded by Commissioner Kolars to nominate Commissioner Dranttel for the position of Vice Chair of the Nicollet County Board for 2021. Commissioner Luepke asked three times for additional nominations. No other nominations were made. Motion carried with all voting in favor on a roll call vote.

Approval of Agenda

Motion by Commissioner Kemp and seconded by Commissioner Dranttel to approve the agenda. Motion carried with all voting in favor on a roll call vote.

Consent Agenda

Commissioner Kolars asked that consent agenda item nine, Legal Services Contract for CHIPS Cases, be removed for discussion on the regular agenda. Motion by Commissioner Kolars and seconded by Commissioner Kemp to approve the consent agenda items as follows: December 15, 2020 Board Meeting minutes, 2021 solid waste collection and transportation license applicants, 2021 board meeting and workshop schedule, 2021 Gopher Bounty Resolution, 2021 library contracts, Resolution Approving Publication of Transportation Project Advertisements for Bids on the Nicollet County Website, Resolution Approving the Official Newspaper for Publications in 2021, Resolution to Delegate EFT Authority, end of probation for Jennifer Seeley, effective January 6, 2021, and approval of the Commissioner Warrants as presented for the

following amounts: General Revenue Fund - $362,113.42 and $143,487.76, Road & Bridge Fund - $143,898.40 and $30,840.27, Human Services Fund - $176,449.43 and $87,902.69, and acknowledge review of the Auditor's Warrants. Motion carried with all voting in favor on a roll call vote.

Commissioner Kolars opened a discussion regarding the approval of the legal services contracts for CHIPS cases, asking County Attorney Zehnder-Fischer if the County was satisfied with the work the attorneys were doing in protecting and serving the County's children. Attorney Zehnder-Fischer stated that all three attorneys that provide services for CHIPS cases have been in their roles for a number of years and have done an excellent job. With no other comments, a motion was made by Commissioner Kolars and seconded by Commissioner Kemp to approve the legal services contracts for CHIPS cases. Motion carried with all voting in favor on a roll call vote.

Public Appearances

There were no public appearances.

Health and Human Services

COVID-19 Update

Health and Human Services (HHS) Director, Cassie Sassenberg, gave an update on the response of HHS to the COVID-19 pandemic. Regarding case investigation, there are currently 2,116 cumulative cases, with 77 of those cases active. The number of positive cases continues to decrease. The current trend is related to workplace and congregate living spread, with two congregate living sites currently experiencing outbreaks. The highest number of cases is occurring in the age group of 30-39 years. While the numbers are decreasing, HHS is maintaining their expanded COVID-19 team until at least early February in the event of another surge that may occur. They are opening a testing site in Lafayette this Friday, January 8, that will be able to provide up to 200 COVID-19 tests. The HHS team is also continuing to do weekly testing at congregate living locations in the County.

The County received its first shipment of the Moderna vaccine in late December and has been storing it in a secure location. Vaccinations will begin on January 6 at the North Mankato Services Building for EMS responders and trainers. On January 12, there will be a vaccine event at HHS for around 50 individuals, such as school nurses, home health care workers, Gustavus health services, and pharmacy staff members.

HHS staff is currently doing indoor vaccination events but would like to eventually use a drive-through model. One requirement of the vaccination is to observe people for 15 minutes after they receive the vaccine, and HHS is determining the best method to do this when using the drive-through model. During these clinics, HHS and other County staff will also begin to receive vaccinations on a limited basis, so no vials are wasted once they are opened. They will also begin training volunteer nurses, but will most likely need additional volunteers as the clinics and vaccinations are expanded.

There have been many requests from the public wanting to receive information regarding the vaccination schedule. HHS is working on a press release to provide more detailed information to all County residents as the information becomes available. There will be additional shipments of the vaccine, but HHS staff does not yet know when they will be available or the amount that will be sent, so final details are still being worked out.

Human Resources

Families First Coronavirus Response Act (FFCRA) Extension for 2021

Human Resources Director, Jamie Haefner, appeared before the Board to request approval of an extension of the FFCRA. On March 18, 2020, the Unites States Senate passed the Families First Coronavirus Response Act that includes provisions for employer provided emergency paid sick leave and expansion to the FMLA. These leave policies expired on December 31, 2020 and the current administration has made no move to extend them into 2021. Director Haefner recommended that at a county level we take action to extend these leave benefits to March 31, 2021 for those staff that still have time available to them.

Director Haefner stated that as of today, 78 staff have used some of this time. Commissioner Kolars asked if there would be any reimbursement from the Federal level. Administrator Krosch stated there was reimbursement for the 2020 expenses from CARES funding, as the time was an eligible expense. Administrator Krosch is unsure what funding will be available for 2021.

Motion by Commissioner Kolars and seconded by Commissioner Kemp to approve the Resolution Extending the FFCRA Benefits. Motion carried with all voting in favor on a roll call vote.

RESOLUTION EXTENDING THE FAMILIES FIRST
CORONAVIRUS REPSONSE ACT BENEFITS

WHEREAS, the Federal Families First Coronavirus Response Act ("Act") went into effect on April 2, 2020 in response to the COVID-19 pandemic; and

WHEREAS, the Act includes provisions for employer provided emergency paid sick leave and expansion to the Family Medical Leave Act for employees that are unable to work or telework due to COVID-19; and

WHEREAS, the Act expired on December 31, 2020; and

WHEREAS, the Act has not been extended past December 31, 2020 by the Federal Government; and

WHEREAS, COVID-19 continues to create a need for employee time off in 2021; and

WHEREAS, the Nicollet County Board continues to be committed to supporting the well-being of its staff and their families during this pandemic.

NOW, THEREFORE, BE IT RESOLVED, the Nicollet County Board of Commissioners approves extending the benefits of the Act to March 31, 2021.

BE IT FURTHER RESOLVED; should the Act be extended or modified by the Federal Government, Nicollet County shall follow said extension and modifications.

Property Services

Comprehensive Plan Adoption Resolution

Property and Public Services Director, Mandy Landkamer, appeared before the Board to request approval of a Resolution for the Adoption of the Nicollet County Comprehensive Plan. All required hearings and publication requirements have been completed.

Motion by Commissioner Kemp and seconded by Commissioner Dranttel to approve a Resolution for the Adoption of the Nicollet County Comprehensive Plan. Motion carried with all voting in favor on a roll call vote.

A RESOLUTION FOR THE ADOPTION OF THE NICOLLET COUNTY COMPREHENSIVE PLAN

THE COUNTY BOARD OF NICOLLET COUNTY ORDAINS:

WHEREAS, Minnesota Statutes Section 394.21 grants a county the authority to carry out planning and zoning activities; and

WHEREAS, Minnesota Statutes Section 394.23 grants a county board the authority to prepare and adopt by ordinance a comprehensive plan which is the basis for official controls; and

WHEREAS, the original Nicollet County Comprehensive Plan was adopted in 1985;

WHEREAS, in 2018, the Nicollet County Board of Commissioners (Board) authorized the review and update of the 1985 Comprehensive Plan; and

WHEREAS, the 2040 Comprehensive Plan reflects a community planning process conducted in the years 2018 through 2020, involving elected officials, appointed officials, city staff, community organizations, the public at large, developers, and other stakeholders; and

WHEREAS, pursuant to the requirements of Minnesota Statutes Sections 394.26 and 375.51, following a public hearing on November 16, 2020 during the Planning and Zoning Advisory Commission (Commission) meeting, the Commission unanimously recommended approval for adoption of the proposed 2040 Comprehensive Plan; and

WHEREAS, pursuant to the requirements of Minnesota Statutes Sections 394.26 and 375.51, following a public hearing on November 24, 2020, during the Board meeting, the Board recommended approval of the proposed 2040 Comprehensive Plan following publication in the St. Peter Herald, the official paper; and

WHEREAS, the legal notice stating the adoption of the 2040 Comprehensive Plan occurred in the December 3, 2020 edition of the St. Peter Herald; and

NOW, THEREFORE, BE IT RESOLVED that based upon the hearing record, the Nicollet County 2040 Comprehensive Plan is adopted and is effective as of the date of this resolution.

Summary for publication:

NOTICE OF ADOPTION
OF THE NICOLLET COUNTY COMPREHENSIVE PLAN

After being duly advertised, the Nicollet County Comprehensive Plan was approved by the Nicollet County Board of Commissioners at a Public Hearing held at 10:00 a.m., during the regular meeting of Tuesday, November 24, 2020, at St. Peter, Minnesota.

The following is a summary, pursuant to Minnesota State Statute 375.51 and Minnesota State Statute 331A.01, of the Nicollet County Comprehensive Plan:

Chapter 1: Introduction
Discusses the purpose, process, and the overall comprehensive plan content.

Chapter 2: County Context

Identifies the region, discusses the county demographics, housing and employment statistics, and the physical features of the county.

Chapter 3: Goals and Policies
Identifies the goals and polices for long range planning, land use, transportation, natural resources, and parks and trails.

Chapter 4: Land Use
Discusses the existing land use, land use planning, and land use authority and official controls.

Chapter 5: Transportation
Discusses the existing county-owned roadway conditions, the transportation system management tools, and future conditions.

Chapter 6: Natural Resources
Discusses the existing conditions of the natural resources and renewable energy resources.

Chapter 7: Parks and Trails
Discusses the existing conditions of the parks and trails within Nicollet County.

Chapter 8: Implementation
Identifies the plan element, implementation action and schedule, and the responsible parties.

A complete copy of the adopted Comprehensive Plan may be obtained from Nicollet County Property Services Department, 501 S Minnesota Avenue, St. Peter, MN, 56082 or viewed online at, www.co.nicollet.mn.us.

Public Works

Consider Amendment #2 to MnDOT Agreement 1034758

Public Works Director, Seth Greenwood, requested the Board to consider approval of Amendment #2 to MnDOT Agreement 1034758, which is for preliminary engineering cost reimbursement for the CSAH 14 slide issue. Preliminary engineering services with SRF and Gale-Tec are complete. Final preliminary engineering fees exceeded the authorized fee amount in Amendment #1 which now requires an additional amendment to be approved, totaling $6,208.95. Approval of this additional amendment will allow the County to receive 100% reimbursement from Federal and State disaster funds.

Motion by Commissioner Luepke and seconded by Commissioner Kemp to approve Amendment #2 to MnDOT Agreement 1034758. Motion carried with all voting in favor on a roll call vote.

Director Greenwood gave an update on the CR15 project. They have been working for a few years to develop a 12-mile reconstruction project for CR 15. Stonebrooke Engineering has done extensive preliminary engineering work, so the County has a good feel for what additional right of way easements will be needed. They will be meeting this Friday to continue the discussion on updates and design. The County has met with 80-90 percent of landowners about the upcoming project and its potential impacts (driveway access, etc.), and they are now getting ready to provide land valuations and start the right of way acquisition process. This project will begin in 2022. The other update given was on Highway 14, with the County needing to contribute $3.5 million towards the project around the fall of 2021.

Administration

Resolution Establishing the 2021 Committee and Board Assignments and Meetings that Qualify for a Per Diem Payment

Administrator Krosch requested the Board adopt the Resolution Establishing the 2021 Committee and Board Assignments and Meetings that Qualify for a Per Diem Payment. The Board reviewed each committee and board assignment.

Motion by Commissioner Kemp and seconded by Commissioner Luepke to approve the Resolution Establishing the 2021 Committee and Board Assignments and Meetings that Qualify for a Per Diem Payment as discussed. Motion carried with all voting in favor on a roll call vote.

RESOLUTION ESTABLISHING THE 2021 COMMITTEE AND
BOARD ASSIGNMENTS AND MEETINGS THAT
QUALIFY FOR A PER DIEM PAYMENT

Whereas, pursuant to MN Statute 375.055, the Nicollet County Board has established a per diem payment for service by individual county commissioners on any board, committee, or commission of county government including committees of the board, or for the performance of services by individual county commissioners when required by law; and

Whereas, pursuant to MN Statute 375.06, county commissioners may be paid a per diem in addition to their salary for each day necessarily occupied in the discharge of their official duties while acting on any committee under the direction of the board; and

Whereas, pursuant to a MN Attorney General Opinion, a county commissioner may only collect one per diem for each calendar day spent performing official duties; and

Whereas, pursuant to a MN State Auditor Opinion, when a board, committee, commission, joint powers or other entity provides a per diem, a commissioner may not collect another per diem from the county; and

Whereas, Nicollet County employees and the Nicollet County elected Sheriff and Attorney are not eligible for per diems; and

Whereas, certain citizen appointed members to a board, committee, or commission may be paid a per diem as approved by the County Board or as provided for by MN Statute; and

Whereas, duties approved for a per diem payment must be reported back to the applicable board, committee or commission in order to receive the payment; and

Whereas, the MN State Auditor does not consider social events as work qualifying for per diem payments; and

Whereas, the MN State Auditor's statement of position regarding per diem payments states commissioners cannot claim a per diem payment whenever they meet with a constituent or group unless it is done under the authorization of the county board to meet with a single person or group to obtain information for a matter under consideration by the county board.

Now, therefore, be it resolved, regularly scheduled County Board meetings, regularly scheduled Drainage Authority meetings held in conjunction with regularly scheduled County Board meetings and committee meetings held immediately prior to and immediately after regularly scheduled County Board meetings are not eligible for a per diem payment.

Now, therefore, be it also resolved, that the Nicollet County Board of Commissioners approves the attached list of 2021 committee and board assignments and meetings that qualify for a per diem payment from Nicollet County unless stated otherwise therein or the per diem is paid by another board or committee.

A complete copy of the 2021 committee and board assignments is available in the Nicollet County Administrator's Office.

Nicollet County Relief Grant Program

Administrator Krosch presented information on a relief grant program for businesses and nonprofits in Nicollet County. The Minnesota Legislature and Governor have passed legislation authorizing funding to Minnesota counties for relief grants to local businesses and nonprofits impacted by an executive order related to the COVID-19 pandemic. Nicollet County's allocation is $660,861.28.

Motion by Commissioner Luepke and seconded by Commissioner Kemp to adopt the Resolution Approving Nicollet County's Relief Grant Program. Motion carried with all voting in favor on a roll call vote.

RESOLUTION APPROVING NICOLLET COUNTY'S
RELIEF GRANT PROGRAM

WHEREAS, in December 2020 the Minnesota Legislature and Governor approved a bill providing economic relief for businesses adversely affected by the COVID-19 pandemic; and

WHEREAS, this $216.8 million economic relief package included $114.8 million for all 87 Minnesota counties; and

WHEREAS, Minnesota counties are asked to provide economic relief grant programs with these funds to businesses and nonprofits adversely affected by the COVID-19 pandemic; and

WHEREAS, Nicollet County received $660,861.28 of said funds.

NOW, THEREFORE, BE IT RESOLVED, that the Nicollet County Board of Commissioners approves the attached Nicollet County Relief Grant Program (Program).

BE IT FURTHER RESOLVED, administrative and policy changes may be made to this Program by the Nicollet County Finance Director or Nicollet County Administrator without Nicollet County Board approval as guidance, need and circumstances change.

BE IT FURTHER RESOLVED, the Nicollet County Administrator and Finance Director are authorized to approve the final list of grant award recipients for this Program.

A copy of the Relief Grant Program is available in the Nicollet County Administrator's Office.

Informational Items

Per Nicollet County's Tax Abatement Policy, assessor clerical error corrections and abatements were included in the meeting packet as an informational item for the Board. There were three abatements for 2019 pay 2020 totaling $3,092 and no clerical error corrections for 2020 pay 2021.

Commissioner Morrow received a very complimentary email about County Veteran Services Director Nathan Tish for securing COVID-19 funding for Veterans and wanted to thank him and his team for the great job they are doing.

Commissioner Committee Reports

The Commissioners reported on various meetings and activities including:

Commissioner Marie Dranttel

- Board Meeting
- Union negotiations
- Brown/Nicollet Community Health Board
- Region 9

Commissioner Terry Morrow

- Board Meeting
- Brown/Nicollet Community Health Board
- Public health update

Commissioner Denny Kemp

- Board Meeting
- Brown/Nicollet Community Health Board

Commissioner Jack Kolars

- Board Meeting
- Greater Mankato Growth
- TDS Finance Committee
- Brown/Nicollet Community Health Board
- Ditch Meeting
- MVAC
- Union Negotiations

Commissioner John Luepke

- Board Meeting
- Brown/Nicollet Community Health Board
- Ditch meeting with Sibley County
- Ditch meeting – Swan Lake
- CSAH 15 tour

Approve Per Diems and Expenses

Motion by Commissioner Kemp and seconded by Commissioner Luepke to approve the expenses and per diems for the meetings noted above during the Commissioner Reports and/or as submitted on approved expense reports, and authorize payment of those expenses and per diems by the Finance Office. Motion carried with all voting in favor on a roll call vote.

Adjourn

Motion by Commissioner Kemp and seconded by Commissioner Luepke to adjourn the meeting. Motion carried with all voting in favor on a roll call vote. The meeting adjourned at 10:38 a.m.

TERRY MORROW, CHAIR
BOARD OF COMMISSIONERS

ATTEST:

RYAN KROSCH
CLERK TO THE BOARD

COMPLETION CHECKLIST

- ☐ **Completed Application – with signature and date**
- ☐ **Fee**
- ☐ **Waste Deposit Disclosure Statement**
- ☐ **Certification of Compliance Workers' Compensation Coverage**
- ☐ **Certificate of Liability Insurance (either enclosed or on-file)**
- ☐ **$3,000 Performance Bond (either enclosed or on-file)**

Send completed application, documentation, and payment **no later than December 31, 2020** to:

Amy Clyde, Environmental Specialist
Property Services Department
Nicollet County Government Center
501 S. Minnesota Avenue
St. Peter, MN 56082
Phone: 507-934-7072
FAX Number: 507-934-0259
E-Mail: amy.clyde@co.nicollet.mn.us

FOR OFFICE USE ONLY

Application received on date: 12-30-2020

License name: Hansen Sanitation License number: NICOSW 2021-04

Date of issuance: 01-26-2021

The foregoing application is hereby approved this 26th day of Jan, year of 2021. Chairman of the County Board of Commissioners hereby directs the Department of Property Services to issue the license in accordance herewith.

ATTEST:

Chair, Nicollet County Board of Commissioners

AMENDMENT NO. 2 TO JPK-131797
Joint Powers Agreement – Nicollet County Sheriff's Office

Contract Start Date:	May 1, 2017	Total Contract Amount:	$40,000.00
Original Contract Expiration Date:	April 30, 2019	Original Contract:	$40,000.00
Current Contract Expiration Date:	April 30, 2021	Previous Amendment(s) Total:	$0.00
Requested Contract Expiration Date:	April 30, 2022	This Amendment:	$0.00

This amendment is by and between the State of Minnesota, through its Department of Human Services, Direct Care and Treatment, State Operated Forensic Services ("State") and Nicollet County Sheriff's Office, 501 S. Minnesota Ave., Saint Peter, MN 56082 ("Governmental Unit").

Recitals

1. The State has a contract with the Governmental Unit identified as SWIFT Contract Number JPK-131797 ("Original Contract") to provide transportation, lodging, at to assist with the location of patients.

2. The State and the Governmental Unit agree that additional time is needed for the satisfactory completion of this contract.

3. The State and the Governmental Unit are willing to amend the Original Contract as stated below.

Contract Amendment

In this Amendment, changes to pre-existing Contract language will use ~~strike through~~ for deletions and <u>underlining</u> for insertions.

REVISION 1. Clause 1.2 **"Expiration date"** is amended as follows:

1.2 ***Expiration date*: ~~April 30, 2021~~<u>April 30, 2022</u>,** or until all obligations have been satisfactorily fulfilled, whichever occurs first.

Except as amended herein, the terms and conditions of the Original Contract and all previous amendments remain in full force and effect.

1. STATE ENCUMBRANCE VERIFICATION

*Individual certifies that funds have been encumbered as required by Minn. Stat. §§*16A.15 and 16C.05.

Signed: **Amy Larson**

Date: **1/19/2021**

SWIFT Contract No. **JPK-131797, amendment #2**

2. GOVERNMENTAL UNIT

By: [signature]

Title: CHAIR

Date: 1/26/2021

By: [signature]

Title: County Administrator

Date: 1/26/2021

3. STATE AGENCY

Individual certifies the applicable provisions of Minn. Stat. §16C.08, subdivisions 2 and 3 are reaffirmed.

By: _____
(with delegated authority)

Title: _____

Date: _____

4. COMMISSIONER OF ADMINISTRATION

As delegated to the Office of State Procurement

By: _____

Date: _____

Distribution:
Agency
Governmental Unit
State's Authorized Representative - Photo Copy

Purchase-of-Service Agreement

South Central Community Based Initiative, 410 S. Fifth Street, P.O. Box 3526, Mankato, Minnesota, 56002-3526, hereafter referred to as the "Agency," and Nicollet County Health and Human Services, 622 South Front Street, St Peter, MN 56082, hereafter referred to as the "Contractor," enter into this Purchase-of-Service Agreement for the period from January 1, 2021, to December 31, 2021. The Agency and the Contractor are hereinafter referred to as the "parties."

WITNESSETH

WHEREAS, the Contractor is an organization licensed under Minnesota Rules 9520.0500 to 9520.0630 and Minnesota Statutes 256B.0622 and 256B.0624 and an approved vendor according to published criteria or certificated by the State of Minnesota, Department of Human Services, to provide mental health services (hereinafter "Purchased Services" or "Program Services") to persons (hereinafter also referred to as "eligible clients," "clients" or "program participants"); and

WHEREAS, the Agency, pursuant to Minnesota Statutes Sections 373.01, 373.02, and Minnesota Statutes Chapter 256M, wishes to purchase such Program Services from the Contractor; and

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

NOW, THEREFORE, in consideration of the mutual understandings and agreements set forth, the Agency and Contractor agree as follows:

1. CONTRACTOR'S DUTIES

   a. As specified in Minnesota Statutes 256M (Vulnerable Children and Adult Service Plan), the Agency agrees to purchase and the Contractor agrees to furnish the following Services in accordance with Minnesota Statutes Sections 256B.0924.

      (1) The Contractor agrees to provide mental health services. All services reimbursed through the Agency must be eligible under Minnesota Department of Human Services definition of BRASS Codes, as outlined in grant applications for the Adult Mental Health Initiative and Crisis Appropriation, and Crisis Services Grants:

         a) Enroll as a Medical Assistance provider and comply with Medical Assistance policies and procedures;
         b) Comply with all State and Federal recommendations related to the provision of Community-Based Mental Health Services.
         c) Agree to participate in data collection for outcome monitoring and fidelity adherence of evidence-based practices as requested by the Department of Human Services;
         d) Submit claims for reimbursement to any and all sources of Medicare, Medicaid, and third-party insurance whenever possible.

e) Summary of services that may be provided by the Contractor:
   1) Case Management Services
   2) Community Support Program Services
   3) Flex Funds, in accordance with the Agency's Flex Funds Policy
   4) Clubhouse Services
   5) Related administrative costs to the above services.

b. The Contractor agrees to make available to the Agency:

(1) Certification of Insurance through the Minnesota Counties Intergovernmental Trust.
(2) A detailed description of the program services to be provided.
(3) An exposition of the staffing, including job descriptions and professional qualifications of personnel.
(4) An organization chart.
(5) Number of Program Participants; and
(6) Program content.

d. The Contractor must, within ten (10) days, notify the Agency in writing whenever it is unable to, or going to be unable to, provide the required quality or quantity of purchased services. Upon such notification, the Agency must determine whether such inability will require modification or cancellation of this Agreement.

2. AGENCY DUTIES

a. The Agency agrees to represent the Contractors interested in accordance with the following grants:

(1) Department of Human Services Adult Mental Health Initiative Grant.

b. The Agency will conduct all business as per the Joint Powers Board Agreement and Agency Bylaws.

c. The Agency must, within ten (10) days, notify the Agency in writing whenever it is unable to, or going to be unable to, provide the required quality or quantity of purchased services. Upon such notification, the Agency must determine whether such inability will require modification or cancellation of this Agreement.

3. COST AND DELIVERY OF PURCHASED SERVICES

a. Reimbursement for Case Management Services, Community Support Program Services, Community Mental Health Therapy, Flex Funds, and Administrative Costs is based on the actual cost of the services, less all associated revenues.

(1) The total amount to be paid for such purchased services must not exceed $229,082.

b. The allocation for Clubhouse Services must not exceed $20,000 annually.

4. ELIGIBILITY FOR SERVICES

The parties understand and agree that the eligibility of the client to receive the Purchased Services is to be determined in accordance with eligibility criteria established by Medical Assistance and the Agency.

The parties understand and agree that when the Contractor has been delegated by the Agency to make the determination of the client's eligibility for purchased services:

a. It is understood and agreed by the parties that, when applicable, fees will be charged and collected in accordance with fee policy and schedules adopted by the Contractor in accordance with Minnesota Statutes Section 256M.60, Subd. 6.

b. The Contractor must not charge any program or service fee to social services eligible clients except in accordance with Paragraph 3(a) above.

5. PAYMENT FOR PURCHASED SERVICES

a. Certification of expenditures: The Contractor must, by the twenty-fifth of the month following the previous quarter, submit the required reimbursement documentation, as required by the Fiscal Agent.

(1) County Reimbursement - The South Central Community Based Initiative Reimbursement Sheet is attached as Exhibit A.

b. Payment: The Agency must, within thirty (30) days of the date of receipt of the Invoice, make payment to the Contractor for all eligible clients identified on the Invoice.

6. AUDIT AND RECORD DISCLOSURES

The Contractor must:

a. Allow personnel of the Agency, the Minnesota Department of Human Services, and the U.S. Department of Health and Human Services, access to the Contractor's facility and records at reasonable hours to exercise their responsibility to monitor Purchased Services.

b. If the collection of social services fees is delegated to the Contractor, the Contractor must provide the Agency with information about fees collected and the fee sources.

c. Maintain all records pertaining to this Agreement at the Contractor's administrative offices for seven (7) years for audit purposes.

d. Comply with policies of the Minnesota Department of Human Services regarding social services recording and monitoring procedures, as defined and described in Department of Human Services rules and manuals.

7. SAFEGUARD OF CLIENT INFORMATION

a. The use or disclosure by any party of information concerning an eligible client in violation of in the Minnesota Government Data Practices Act (Minnesota Statutes Chapter 13) or for any purpose not directly connected with the Agency's or Provider's responsibility with respect to the Purchased Services hereunder is prohibited except on written consent of such eligible client, the client's attorney, or the client's responsible parent or guardian.

b. The Agency is a covered entity under the Health Insurance Portability and Accountability Act and its implementing regulations (collectively referred to as "HIPPA"). To the extent that the Contractor performs a function or activity involving the use of "protected health information" (45 CFR section 164.501), on behalf of the Agency including, but not limited to: providing health care services; health care claims processing or administration; data analysis, processing, or administration; utilization review; quality assurance; billing; benefit management; practice management; repricing; or otherwise provided by 45 CFR section 160.103, the Contractor shall comply with HIPAA), and all applicable requirements.

8. EQUAL EMPLOYMENT OPPORTUNITY AND CIVIL RIGHTS AND NONDISCRIMINATION

(When applicable) the Contractor agrees to comply with the Civil Rights Act of 1964, Title VII (42USC 2000e); including Executive Order No. 11246, and Title VI (42 USC 2000d); and the Rehabilitation Act of 1973, as amended by Section 504;

(When applicable) the Contractor certifies that it has received a certificate of compliance from the Commissioner of Human Rights pursuant to Minnesota Statutes, Section 363A.36). This section only applies if the grant is for more than $100,000, and the Contractor has employed more than forty full-time employees within the State of Minnesota on a single working day during the previous 12 months.

9. FAIR HEARING AND GRIEVANCE PROCEDURES

The Agency agrees to provide for a fair hearing and grievance procedure in conformance with Minnesota Statutes, section 256.045, and in conjunction with fair hearing and grievance procedures established by Department of Human Services administrative rules.

10. BONDING, INDEMNITY, INSURANCE, AND AUDIT CLAUSE

a. **Bonding**: The Contractor must obtain and maintain at all times, during the term of this Agreement, a fidelity bond covering the activity of its personnel authorized to distribute monies. Such a bond must be in the amount of $100,000.00.

b. **Indemnity**: The Contractor shall indemnify and hold harmless, the Agency, its officials, employees, and agents from any and all liability, loss, damages, expenses, claims, or actions which the Agency, its officials, employees, and agents my hereafter sustain incur or be required to pay, arising out of or by reason of any act or omission of the Contractor, its employees, or agents, in the execution , performance, or failure to adequately perform the Contractors obligations pursuant to this agreement.

(1) By reason of any fee eligible client suffering personal injury, death, property loss or damage either while participating in or receiving from the Contractor care and services to be furnished by the Contractor under this Agreement, or while on the premises owned, leased, or operated by the Contractor, or while being transported to and from said premises in any vehicle owned, operated, chartered, or otherwise contracted for by the Contractor or Contractor's assigns; or

(2) By reason of any service client causing injury to, or damage to, the property of another person, during any time when the Contractor or Contractor's assigns or employee therefore has undertaken its furnishing the care and service called for under this Agreement.

c. **Insurance**: The Contractor further agrees, in order to protect itself and the Agency and the Agency's officers, agents, employees, and elected officials under the indemnity provision above, that it will at all times during the term of the Agreement, and beyond such term when so required, have and keep in force liability insurance as set forth below. Any insurance required to be provided by the Contractor shall be primary, and not excess, to any other coverage carried by the Agency. The Contractor is responsible for any deductible or self-insured retention contained within the insurance program.

(1) The Contractor will purchase occurrence-based liability insurance. The policy shall include coverage for all applicable liabilities arising out of premises, operations, independent contractors, products, completed operations, personal and advertising injury, and liability assumed under a contract. Said liability insurance shall cover all personnel providing services under this Agreement. An umbrella liability policy may be used in conjunction with the primary coverage limits to meet the minimum limit requirements for each coverage. The Agency shall be listed as the additional insured.

(2) The applicable liability insurance coverage will meet the limits as shown equal to the tort liability limits under Minnesota 466.04,

11. CONTRACTOR DEBARMENT, SUSPENSION AND RESPONSIBILITY CERTIFICATION

Federal Regulation 45 CFR 92.35 prohibits the State/Agency from purchasing goods or services with federal money from vendors who have been suspended or debarred by the federal government. Similarly, Minnesota Statutes, Section 16C.03, subd. 2 provides the Commissioner of Administration with the authority to debar and suspend vendors who seek to contract with the State/Agency. Vendors may be suspended or debarred when it is determined, through a duly authorized hearing process, that they have abused the public trust in a serious manner.

By signing this Agreement, the Contractor certifies that it and its principals[1] and employees:

[1]"Principals" for the purpose of this certification means officers; directors; owners; partners; and persons having primary management or supervisor responsibilities within a business entity (e.g., general

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

b. Have not within a three- (3-) year period preceding this Agreement:

(1) been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (federal, state or local) transaction or contract;
(2) violated any federal or state antitrust statutes; or
(3) committed embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property; and

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

(1) commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (federal, state or local) transaction;
(2) violating any federal or state antitrust statutes; or
(3) committing embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property; and

d. Are not aware of any information and possess no knowledge that any subcontractor(s) that will perform work pursuant to this Agreement are in violation of any of the certifications set forth above.

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

Directions for on-line access to excluded providers

To ensure compliance with this regulation, identification of excluded entities and individuals can be found on the Office of Inspector General (OIG) website at www.dhhs.gov/progorg/oig/.

12. CONDITIONS OF THE PARTIES' OBLIGATIONS

a. It is understood and agreed that in the event the reimbursement to the Agency from State and Federal sources is not obtained and continued at a level sufficient

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manager; plant manager; head of a subsidiary, division, or business segment and similar positions).

to allow for the purchase of the indicated quantity of Purchased Services, the obligations of each party hereunder must thereupon be terminated.

b. This Agreement may be canceled by either party at any time, with or without cause, upon thirty (30) days' prior notice, in writing, delivered by mail or in person.

c. Before the termination date specified on Page 1 of this Agreement, the Agency may evaluate the performance of the Contractor in regard to terms of this Agreement to determine whether such performance merits renewal of this Agreement.

d. Any alterations, variations, modifications, or waivers of provisions of this Agreement must be valid only when they have been reduced to writing, duly signed by both parties, and attached to the original of this Agreement.

e. No claim for services furnished by the Contractor not specifically provided in the Agreement will be allowed by the Agency, nor must the Contractor do any work or furnish any material not covered by the Agreement, unless prior written notice is given by the Agency. Such approval must be considered to be a modification of the Agreement.

f. In the event that there is a revision of Federal regulations which might make this Agreement ineligible for Federal financial participation, all parties will review the Agreement and renegotiate those items necessary to bring the Agreement into compliance with the new Federal regulations.

g. Unless otherwise provided in this Agreement, all notices provided under this Agreement must be in writing and sent to the following individuals:

To Notify the Agency
Regional Manager, SCCBI
PO Box 3526, Mankato, MN 56002
507-381-0549
Jamie.hayes@blueearthcountymn.gov

To Notify the Contractor
Cassandra Sassenberg, Director
622 S Front Street, St Peter, MN 56082
507-934-8559
cassandra.sassenberg@co.nicollet.mn.us

13. SUBCONTRACTING

a. The Contractor agrees not to enter into subcontracts for any of the work contemplated under this Agreement without notification to the Agency in writing.

b. Any and all subcontractors must be subject to and must meet all of the requirements of this Agreement.

c. The Contractors must ensure that any and all subcontracts to provide services under this Agreement must contain the following language:

The subcontractor acknowledges and agrees that the Minnesota Department of Human Services is a third-party beneficiary, and as a third-party beneficiary, is an affected party under this contract. The subcontractor specifically acknowledges and agrees that the Minnesota Department of Human Services has standing to and may take any appropriate administrative action or may sue the provider for

any appropriate relief in law or equity, including but not limited to rescission, damages, or specific performance, of all or any part of the contract. Minnesota Department of Human Services is entitled to and may recover from the provider reasonable attorney's fees, costs, and disbursements associated with any action taken under this paragraph that is successfully maintained. This provision must not be construed to limit the rights of any party to the contract or any other third-party beneficiary, nor must it be construed as a waiver of immunity under the Eleventh Amendment to the United States Constitution or any other waiver or immunity.

d. The Contractor agrees to be responsible for the performance of any subcontractor to ensure compliance to the subcontract and Minnesota Rules, Part 9525.1870, Subpart 3.

14. NONCOMPLIANCE

a. If the Contractor fails to comply with the provisions of this Agreement, the Agency may seek any available legal remedy.

b. Either party must notify the other party within thirty (30) days when a party has reasonable grounds to believe that this Agreement has been or will be breached in a material manner. The party receiving such notification must have thirty (30) days, or any other such period of time as mutually agreed to by the parties, to cure the breach or anticipatory breach.

15. MISCELLANEOUS

The Contractor acknowledges and agrees that the Minnesota Department of Human Services is a third-party beneficiary, and as third-party beneficiary, is an affected party under this Agreement. The Contractor specifically acknowledges and agrees that the Minnesota Department of Human Services has standing to and may take any appropriate administrative action or may sue the Contractor for any appropriate relief in law or performance of all or any part of the agreement between the Agency and the Contractor. The Contractor specifically acknowledges that the Agency and the Minnesota Department of Human Services are entitled to and may recover from the Contractor reasonable attorney's fees and costs and disbursements associated with any action taken under this paragraph that is successfully maintained. This provision must not be construed to limit the rights of any party to the Agreement of any other third-party beneficiary, nor must it be construed as a waiver of immunity under the Eleventh Amendment to the United States Constitution or any other waiver of immunity.

16. ENTIRE AGREEMENT

It is understood and agreed that the entire agreement of the parties is contained herein and this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter thereof.

Approved as to form and execution.

AGENCY

Dated: 12/18/2020

Mark Shaw, Joint Powers Board Chair
South Central Community Based Initiative

CONTRACTOR

Dated: 1/26/2021

County Board Chair

Dated: 1/14/2021

County Director

Dated: 1.26.2021

County Attorney

JH/
11-20
N:\WP\Contract\Nicollet County – SCCBI Contract

South Central Community Based Initiative

Record of funds reimbursed

County Name: **NICOLLET** Vendor # **12595**

Reimbursement for quarter ended: **March 31, 2021**

BRASS	Staffing	Flex	Clubhouse	Crisis Funds	Other/label	Total
402						
403						$ -
408						$ -
416						$ -
418						$ -
420						$ -
430						$ -
431						$ -
434						$ -
436						$ -
437						$ -
438						$ -
443						$ -
446						$ -
451						$ -
452						$ -
454						$ -
468						$ -
469						$ -
474						$ -
491						$ -
TOTALS	$ -	$ -	$ -	$ -	$ -	

Total reimbusement requested $ -

Staffing Allocation	$ 453,970.00
1st Qtr	$ -
2nd Qtr	
3rd Qtr	
4th Qtr	
	$ 453,970.00

I certify that these expenditures are used in accordance with grant guidelines and are less the revenues received.

Requested By: Date

Title:

Please mail, email or fax this page to:
Blue Earth County Human Services
410 S 5th St PO Box 3526
Mankato, MN 56001-3526

507-304-4379
tracey.hansen@blueearthcountymn.gov

*Reimbursement includes flex, transportation, housing and other approved expenses

EXHIBIT A

NICOLLET COUNTY EST. 1853

Office of Health and Human Services

Cassandra Sassenberg, Director

January 26, 2021

Amanda Burg
Mankato Chemical Health
360 Pierce Avenue
North Mankato, MN 56003

RE: Letter of County Need

Dear Ms. Burg,

Nicollet County understands that you have been an individual chemical dependency services provider for adults in North Mankato since July of 2019. We also understand your provided services to be intensive outpatient programming using a holistic approach in conjuction with evidence based chemical dependency treatment. You have notified us that you plan to pursue 245G licensing through the State of Minnesota. You have provided us with data estimating that you will serve approximately five to seven clients per week through assessments and an additional eight clients per 10-week treatment group.

You have shared having had communication with social workers, medical entities, schools, counties, and private practices that has provided you with a basis for need. Nicollet County also identifies a lack of chemical dependency services as a significant need in our area.

Thank you for your dedication to those struggling with addiction and for your communication with Nicollet County. Please keep Nicollet County Health and Human Services updated regarding your progress with the licensure process.

Sincerely,

Terry Morrow
Board Chair
Nicollet County Board of Commissioners

Cassandra Sassenberg
Director
Nicollet County Health and Human Services

2021 PURCHASE OF SERVICE AGREEMENT

Nicollet County, 501 South Minnesota Avenue, St. Peter, Minnesota, 56082, on the behalf of Nicollet County Health and Human Services, 622 South Front Street, Saint Peter, Minnesota, 56082, hereafter referred to as the "Agency" and Beyond Brink and WEcovery, 314 Chestnut Street, Mankato, Minnesota, 56082, hereafter referred to as the "Contractor," enter into this agreement for the period of January 1, 2021 to December 31, 2021.

WITNESSETH

WHEREAS, the Agency has been awarded state funds to provide additional child protection services under the Opioid Epidemic Response account, beginning July 1, 2020, under Minnesota Statutes Section 356.043, subdivision 3.

WHEREAS, the opioid allocation will allow county and tribal agencies to provide new or expanded service delivery to families affected by addiction;

WHEREAS, the Agency, wishes to purchase Certified Peer Recovery Specialist services from Contractor for consumers referred by the Agency's child protection team;

WHEREAS, the Contractor represents that it is duly qualified, willing to perform such services, and has sufficient staff and professional capacity to provide such services;

WHEREAS, the purpose of this Contract is to define the obligations of the parties with respect to the services provided by the purchased Certified Peer Recovery Specialist;

NOW, THEREFORE, in consideration of the mutual understandings and agreements set forth, the Agency and Contractor agree as follows:

I. TERM OF CONTRACT

The term of this contract shall be January 1, 2021 and shall be in effect through December 31, 2021, in accordance with the provisions unless earlier terminated by law or in accordance with the contract.

II. DUTIES

The Agency agrees to purchase and Contractor agrees to furnish the following services:

A. Provision of Certified Peer Recovery Specialist for families referred by the Agency's Child Protection Team to include:
   a. Peer Recovery Support Services
   b. Peer Recovery Resource Connecting
   c. Resource Navigation and Referral
   d. Facilitation of Groups

III. COST AND DELIVERY OF PURCHASED SERVICES

A. The units purchased by the Agency shall include:
   i. Individual Services: $38/hour
   ii. Group Services: $38/hour

B. Purchased services will not to exceed $7,000 annually.

C. Purchased services will be provided in community-based settings as required by the position.

D. The parties understand that the eligibility of clients to receive the services to be purchased by the Agency and furnished by the Contractor is to be determined by the Agency.

IV. PAYMENT FOR PURCHASED SERVICES

A. Certification of expenditures: The Contractor must submit a monthly invoice for purchased services to Nicollet County Health and Human Services.

B. Payment: The Agency must, within thirty (30) days of the date of receipt of the invoice, make payment to the Contractor for all eligible services.

V. DELIVERY OF CARE SERVICES

Except as otherwise produced herein, the Contractor shall maintain in all respects its present control over and autonomy with respect to:

A. The application of its intake procedures and requirements to clients.

B. The methods, times, means, and personnel for furnishing purchased services to clients.

C. The determination of when to terminate the furnishing of purchased services to clients.

VI. AUDIT AND RECORD DISCLOSURES

The Contractor must:

A. Allow personnel of the Agency, the Minnesota Department of Human Services, and the U.S. Department of Health and Human Services, access to the Contractor's facility and records at reasonable hours to exercise their responsibility to monitor purchased services.

B. Maintain all records pertaining to the Agreement at Beyond Brink and WEcovery, 314 Chestnut Street, Mankato, Minnesota, 56001 for six (6) years for audit purposes.

C. Comply with policies at the Minnesota Department of Human Services regarding social services recording and monitoring procedures, as defined and described in the Department of Human Services' rules and manuals.

VII. SAFEGUARD OF CLIENT INFORMATION

A. The use or disclosure by any party of information concerning an fee eligible client in violation of any rule of confidentiality provided for in Minnesota Statutes Chapter 13, for any purpose not directly connected with the Contractor's responsibility with respect to the purchased services hereunder, is prohibited except on written consent of such eligible client, the client's attorney, or the client's responsible parent or guardian.

B. The Contractor is a covered entity under the Health Insurance Portability and Accountability Act (HIPAA). To the extent that the Contractor performs a function or activity involving the use of "protected health information" (45 CFR section 164.501), on behalf of the Agency including, but not limited to: providing health care services; health care claims processing or administration; data analysis, processing, or administration; utilization review; repricing; or otherwise provided by 45 CFR section 160.103, the Contractor shall comply with the Health Insurance Portability and Accountability Act of 1996 and its implementing regulations (45 C.F.R. Parts 160-164), (collectively referred to as "HIPAA"), and all applicable requirements.

VIII. Data Practices Act:

For the purposes of executing its responsibilities, and to the extent set forth in this contract, the Contractor shall be considered part of the welfare system as defined in Minnesota Statutes, Chapter 13. Contractor's employees and agents shall have access to private data maintained by the Responsible Agency to the extent allowed by law and as is necessary to carry out its responsibilities under this contract. The Contractor agrees to comply with all the requirements of the Minnesota Data Practices Act in providing services under this contract. Contractor accepts responsibility for providing adequate supervision and training to agents and employees to ensure compliance with the Act. No private or confidential data collected, maintained, or used in the course of performance of this contract shall be disseminated except as authorized by statute, either during the period of this contract or thereafter. The Contractor agrees to indemnify and save and hold the state, the county, and their agents and employees, harmless from all claims arising out of, resulting from, or in any manner attributable to any violation of any provision of the Minnesota Government Data Practices Act, including legal fees and disbursements paid or

incurred to enforce the provision of the Agreement. The Contractor is required by law to maintain the privacy of protected health information and to provide notice of its legal duties and privacy practices concerning protected health information.

IX. NONDISCRIMINATION

During the performance of this Agreement, the Contractor agrees to the following:

No person shall, on the grounds of race, color, religion, age, sex, disability, marital status, public assistance status, criminal record, creed, sexual orientation or national origin be excluded from full employment rights in, participation in, be denied the benefits of or be otherwise subjected to discrimination tinder any and all applicable federal and state laws against discrimination.

X. FAIR HEARING AND GRIEVANCE PROCEDURES

The Agency agrees to provide for a fair hearing and grievance procedure in conformance with Minnesota Statutes, Section 256.045, and in conjunction with fair hearing and grievance procedures established by Department of Human Services' administrative rules.

XI. BONDING, INDEMNITY, INSURANCE, AND AUDIT CLAUSE

A. Bonding: The Contractor must obtain and maintain at all times, during the term of this Agreement, a fidelity bond covering the activity of its personnel authorized to distribute monies. Such a bond must be in the amount of $50,000.00

B. Indemnity: The Contractor agrees that it will at times defend, indemnify, and hold harmless the Agency from any all liability, loss, damages, costs, or expenses which may be claimed against the Contractor or Agency:

a. By reason of any fee eligible client suffering personal injury, death, or property loss or damage either while participating in or receiving from the Contractor the care and services to be furnished by the Contractor under this Agreement, or while on premises owned, leased, or operated by the Contractor, or while being transported to and from said premises in any vehicle owned, operated, chartered, or otherwise contracted for by the Contractor or Contractor's assigns; or

b. By reason of any fee eligible client causing injury to, or damage to, the property of another person, during any time when the Contractor or Contractor's assigns or employee therefore has undertaken of its furnishing the care and service called for under this Agreement.

C. Insurance: The Contractor further agrees, in order to protect itself and the Agency and the Agency's officers, agents, employees, and elected officials under the indemnity provision above, that it will at all times during the term of the Agreement, and beyond such term when so required, have and keep in force liability insurance as set forth below. Any insurance required to be provided by the Contractor shall be primary, and not excess, to any other coverage carried by Nicollet County. The selected insurance company of the Contractor must be acceptable to Nicollet County. The Contractor is responsible for any deductible or self-insured retention contained within the insurance program.

a. The Contractor will purchase occurrence-based liability insurance. The policy shall include coverage for all applicable liabilities arising out of premises, operations, independent contractors, products, completed operations, personal and advertising injury, and liability assumed under a contract. Said liability insurance shall cover all personnel performing services under this Agreement. An umbrella liability policy may be used in conjunction with the primary coverage limits to meet the minimum insurance limit requirements. Nicollet County shall be listed as an additional insured.

b. The applicable liability insurance coverage will meet the limits as shown below or be of equal to the tort liability limits under Minnesota Statutes Section 466.04, whichever is greater:

i. Commercial General Liability Coverage:

$3,000,000.00 for general aggregate coverage

$2,000,000.00 for products

$2,000,000.00 for each occurrence

$1,000,000.00 for operations personal injury

$100,000.00 for fire damage limit

$5,000.00 for medical expense

ii. Worker's Compensation and employer's liability coverage:

Worker's Compensation limits are to be statutory per applicable state and federal laws. Minimum employer's liability coverage:

Bodily injury accident: $100,000.00 each accident

Bodily injury by disease: $100,000.00 each employee

Bodily injury by disease: $500,000.00 policy limit

iii. Professional liability insurance:

$150,000.00 for each occurrence.

c. If the Contractor is unable to obtain the required insurance coverage, or if the coverage is cancelled during the term of this Agreement, the Contractor must notify the Agency contract manager (or the contract manager's designee) by telephone or e-mail the same business day as the Contractor receives notice of cancellation or inability to obtain coverage. The Contractor shall also provide written notice to the Agency contract manager within five (5) business days. The Contractor shall make immediate good faith efforts to obtain or replace the coverage in the open market. If such efforts are unsuccessful, the Contractor shall apply to the Minnesota Joint Underwriting Association for insurance coverage. Failure to maintain required insurance coverage shall be considered an event of default pursuant to this Agreement.

XII. CONTRACTOR DEBARMENT, SUSPENSION, AND RESPONSIBILITY CERTIFICATION

Federal Regulation 45 CFR 92.35 prohibits the Agency from purchasing goods or services with federal money from vendors who have been suspended or debarred by the federal government. Similarly, Minnesota Statutes Section 16C.03, subd. 2 provides the Commissioner of Administration with the authority to debar and suspend vendors who seek to contract with the Agency. Contractors may be suspended or debarred when it is determined, through a duly authorized hearing process, that they have abused the public trust in a serious manner.

By signing this contract, the Contractor certifies that it and its principals and employees:

A. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from transacting business by or with any federal, state, or local governmental department or agency; and
B. Have not, within a three (3) year period preceding this contract:
    a. Been convicted of or a had a civil judgment rendered against them for commission of fraud or for a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract;
    b. Violated any federal or state antitrust statutes; or
    c. Committed embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statement or receiving stolen property; and

C. Are not presently indicted or otherwise criminally or civilly charged by a governmental entity for:
    a. Commission of fraud or a criminal offense in connection with obtaining or attempting to obtain or performing a public (federal, state, or local) transaction;
    b. Violating any federal or state antitrust statutes; or
    c. Committing embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property; and

D. Are not aware of any information and possess no knowledge that any subcontractor(s) that will perform work pursuant to this Agreement are in violation of any of the certifications set forth above.

E. Shall immediately give written notice to the Agency should Contractor come under investigation for allegations of fraud or a criminal offense in connection with violating any federal or state antitrust statutes; or committing embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property.

XIII. SUBCONTRACTING

Contractor shall not enter into any subcontract for performance of any services contemplated tinder this Contract without the prior written approval of the Agency and subject to such conditions and provisions as the Agency may deem necessary. The Contractor shall be responsible for the performance of all subcontractors.

XIV. NONCOMPLIANCE

A. If the Contractor fails to comply with the provisions of this Agreement, the Agency may seek any available legal remedy.

B. Either party must notify the other party within thirty (30) days when a party has reasonable grounds to believe that this Agreement has been or will be breached in a material manner. The party receiving such notification must have thirty (30) days, or any other such period of time as mutually agreed to by the parties, to cure the breach or anticipatory breach.

XV. THIRD PARTY BENEFICIARY—MINNESOTA DEPARTMENT OF HUMAN SERVICES

The Contractor acknowledges and agrees that the Minnesota Department of Human Services is a third-party beneficiary, and as a third-party beneficiary, is an affected party under this Agreement. The Contractor specifically acknowledges and agrees that the Minnesota Department of Human Services has standing to and may take any appropriate administrative action or may sue the Contractor for any appropriate relief in law or performance of all or any part of the Agreement between the Agency and the Contractor. The Contractor specifically

acknowledges that the Agency and the Minnesota Department of Human Services are entitled to and may recover from the Contractor reasonable attorney's fees, costs, and disbursements associated with any action taken under this paragraph that is successfully maintained. This provision must not be construed to limit the rights of any party to the Agreement or any other third-party beneficiary, nor must it be construed as a waiver of immunity under the Eleventh Amendment to the United States Constitution or any other waiver of immunity.

XVI. CONDITIONS OF THE PARTIES' OBLIGATIONS

A. It is understood and agreed that in the event the reimbursement to the Agency from State and Federal sources is not obtained and continued at a level sufficient to allow for the purchase of the indicated quantity of purchased services, the obligations of each party hereunder must thereupon be terminated.

B. This Agreement may be cancelled by either party at any time, with or without cause, upon thirty (30) days' written notice delivered by mail or in person.

C. Before the termination date specified in Section 1 of this Agreement, the Agency may evaluate the performance of the Contractor in regard to the terms of this Agreement to determine whether such performance merits renewal of the Agreement.

D. Any alterations, variations, modifications, or waivers of provisions of this Agreement will be valid only when they have been reduced to writing, duly signed, and attached to the original of this Agreement.

E. No claim for services furnished by the Contractor not specifically provided in the Agreement will be allowed by the Agency, nor must the Contractor do any work or furnish any material not covered by the Agreement, unless this is approved in writing by the Agency. Such approval must be considered to be a mediation of the Agreement.

F. The Contractor will comply with all of the provisions of the Reporting of Maltreatment of Minors, Chapter 260E of the Minnesota Statutes, as amended, and all Minnesota Rules as promulgated by the Minnesota Department of Human Services implementing such statutes now in force or hereafter adopted.

G. Force Majeure: No party shall be held responsible or subject to damages for delay or failure to perform when such delay or failure is due to uncontrollable circumstances, including, without limitation, any of the following: fire, flood, epidemic, strikes, wars, acts of God, unusually severe weather, acts of public authorities, or delays or defaults caused by the public carriers, unless the act or occurrence could have been foreseen and reasonable actions could have been taken to prevent the delay or failure and provided

the defaulting party gives notice as soon as possible to the other party of the inability to perform.

H. In the event there is a revision of Federal regulations which might make this Agreement ineligible for Federal financial participation, all parties will review the Agreement and renegotiate those items necessary to bring the Agreement into compliance with new Federal regulations.

ENTIRE AGREEMENT

It is understood and agreed that the entire agreement of the parties is contained herein and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof, as well as any previous agreements presently in effect between the Contractor and any county social services agency relating to the subject matter hereof.

1/26/2021

Terry Morrow, Chairperson
Nicollet County Board of Commissioners — Date

1/21/2021

Cassandra Sassenberg, Director
Nicollet County Health and Human Services — Date

01/20/2021

Brandy Brink, CEO
Beyond Brink and WEcovery — Date

Approved as to form and execution.

1.26.2021

Michelle Zehnder Fischer, Attorney
Nicollet County — Date

RESOLUTION TO SUPPORT FUNDING APPLICATION SUBMITTAL
FOR 2020 LOCAL ROAD IMPROVEMENT PROGRAM
SOLICITATION FOR CSAH 15 RECONSTRUCTION PROJECT

WHEREAS, in 2002 the Minnesota Legislature established the Local Road Improvement Program (LRIP) to assist local agencies in constructing or reconstructing their local roads; and

WHEREAS, the Minnesota Department of Transportation (MnDOT) Office of State Aid is soliciting grant applications to have projects considered for funding from the Local Road Improvement Program; and

WHEREAS, Nicollet County may request up to a maximum amount of $1,250,000; and

WHEREAS, the CSAH 15 reconstruction project (SAP 052-615-025) is included in the adopted Nicollet County 5 Year Capital Improvement Plan (2020-2024) with construction anticipated to start in 2022.

NOW, THEREFORE, BE IT RESOLVED, that the Nicollet County Board of Commissioners hereby approves the CSAH 15 reconstruction project (SAP 052-615-025) for submittal to MnDOT State Aid for LRIP funding; and

BE IT FURTHER RESOLVED, that if the CSAH 15 reconstruction project (SAP 052-615-025) is awarded LRIP funds, the Nicollet County Board of Commissioners will consider approving execution of the related grant agreement at a future County Board meeting.

Dated this 26th day of January, 2021.

Terry Morrow, Chair
Nicollet County Board of Commissioners

ATTEST:

Ryan Krosch
County Administrator and Clerk to the Board

BROVOLD & COMPANY LLC
REAL ESTATE APPRAISAL AND ANALYSIS

Trevor L. Brovold, MAI
BROVOLD & COMPANY, LLC
PO BOX 5313
Mankato, MN 56002
T (507).382.4666
F (888).276.4796
Trevor.Brovold@brovoldco.com

APPRAISAL ENGAGEMENT AGREEMENT

January 5, 2021

MR. SETH GREENWOOD, PE
PUBLIC WORKS DIRECTOR
NICOLLET COUNTY
1700 Sunrise Drive
Saint Peter, MN 56082

RE: Appraisal Agreement/Engagement Letter
Nicollet County CSAH 15 Project
CSAH 15
Nicollet County, MN

APPRAISAL ENGAGEMENT SPECIFICATIONS

Property Identification	+/- 105 Parcels Identified on Preliminary Nicollet County Right of Way Plat No. 30 (Net Yet Recorded).
Purpose of Project:	To estimate the Market Value of the referenced real estate BEFORE and AFTER Proposed Partial Takings.
Premise:	As Is: Fee Simple Market Valuation – BEFORE AND AFTER Partial Takings of Larger Parcels affected by Redevelopment and Re-platting of Nicollet County Highway 15.
Rights Appraised/ Interest Valued:	Fee Simple, Other Compensation (Cost to Cure, Temporary Construction Easement Compensation, etc.)
Intended Use:	Internal Decisions. Basis of Value for Compensation due to affected landowners of proposed Nicollet County Highway 15 reconstruction and redevelopment project. Reconstruction and redevelopment are scheduled for 2022 or 2023, but acquisition of existing and new right of way, etc. will be acquired earlier (2021) and the appraisals provided will provide as a basis of compensation that can be presented to landowners affected by the partial takings.
Intended User:	**NICOLLET COUNTY PUBLIC WORKS, NICOLLET COUNTY**
Appraisal Process:	Sales Comparison, Cost and Income Approaches will be considered. Only Applicable Approaches will be utilized.
Report Type:	+/-100 MNDOT Minimum Damage Valuation (MDV) - Style Restricted Use Appraisals, +/- Five (5) Full Real Estate Appraisals.

Appraisal Standards:	USPAP. MNDOT MDV-Style Reporting will be used when acquisition is deemed uncomplicated and/or under $25,000 in Estimated Compensation. Full Before and After Narrative Style Appraisal Reports will be used in the case of more complicated partial takings and/or in the case of compensation estimates that are above $25,000. The client, Nicollet County, will have ultimate authority in consultation with Brovold & Company, LLC on which parcels will need MDV vs. full appraisal.
Fee:	**$46,250 (Estimate – See Breakdown later in Engagement Letter.)**
Expenses:	Fee includes all associated expenses (travel, future meetings with Nicollet County Public Works Officials, Meetings with Landowners, collection of information, MDV Restricted Use and Full Appraisal development, etc.) Actual Cost of Project may increase or decrease depending on ultimate number of Restricted Use and/or Full Appraisals required.
Retainer:	**A retainer is not required for this project. Client will be billed periodically.**
Payment Terms:	Project Will Be Billed Out Periodically as Portions of the Overall Project Are Completed. Final payment is due and payable upon delivery of the final reports or within thirty (30) days of your receipt of our final reports, whichever is sooner.
Report Copies:	Delivery of the Appraisal conclusions and/or report will be completed as Nicollet County Right of Way Plat No. 30 is finalized and due dates for MDV Restricted Use Appraisals and Full Appraisals will be set upon completion of survey and plat work required for development of the appraisal reports going forward.
Delivery Date:	Within 30-60 Days of Getting Final Nicollet County CSAH Right of Way Plat No. 30 and individual parcel taking information from Nicollet County Public Works.
Delivery Method	PDF Copies of Reports will be delivered. If Hard copies are required, additional charges will be applicable.

SUMMARY OF CHARGES

Per the Preliminary Nicollet County Right of Way Plat No. 30, there are a total of 105 parcels that are identified. Most of the valuations that will be required will involve MNDOT Minimum Damage Valuation or MDV-style Restricted-Use Appraisals that will look to the estimated value of the larger parcel BEFORE and AFTER the proposed partial takings. Often these type of restricted-use appraisal reports can be used when the estimated compensation estimates are under $25,000.

However, in the case of some parcels, the partial taking will be more complicated and/or the estimated compensation levels may fall above $25,000 in which case a full narrative style appraisal report will be required to meet state guidelines.

The following, then, is an estimate of the proposed charges for the CSAH 15 appraisal project going forward:

Comments	No. of MDV's or Appraisals	Price/ MDV	Overall Projected Cost
First 25 MDV's	25	$500	$12,500
Next 26-50	25	$400	$10,000
Next 51-75	25	$350	$8,750
Any MDV after 75	25	$300	$7,500
No. of Full Appraisals	5	$1,500	$7,500
TOTALS:	**105**		**$46,250**

As noted from above, there are a total of 105 parcels that are identified by Nicollet County as part of the Preliminary Nicolet County Right of Way (ROW) Plat No. 30. However, it should be noted that some of these parcels that are identified have two (2) components to the parcels (A and B). Therefore, it could be conceivable that in some cases an additional MDV or Appraisal is required.

In other cases, one or more of the identified parcels that are part of the Preliminary Nicollet County ROW Plat No. 30 may be consolidated which would result in fewer appraisals being required. Again, the above summary table, is an estimate of projected costs going forward. Costs will ultimately be determined based on what is required by state and/or USPAP guidelines and what are determined to be the larger parcels for each of the proposed partial takings going forward that will allow for the development of an estimate of compensation that can be presented to landowners affected by the proposed project going forward.

CONFIDENTIALITY

Appraiser shall not provide a copy of the written Appraisal Report to, or disclose the results of the appraisal prepared in accordance with this Agreement with, any party other than Client, unless Client authorizes, except as stipulated in the Confidentiality Section of the ETHICS RULE of the Uniform Standards of Professional Appraisal Practice (USPAP).

CHANGES TO AGREEMENT

Any changes to the assignment as outlined in this Agreement shall necessitate a new Agreement. The identity of the client, intended users, or intended use; the date of value; type of value; or property appraised cannot be changed without a new Agreement.

The attached Terms and Conditions and Specific Property Data Request are deemed a part of this agreement as though set forth in full herein.

We appreciate this opportunity to be of service to you on this assignment. If you have additional questions or concerns, please contact us.

Sincerely,

BROVOLD & COMPANY, LLC
Commercial Real Estate Analysts

, MAI

Trevor L. Brovold, MAI
Principal &
Senior Real Estate Analyst
Minnesota Certified General License No. 20116604

AGREED AND ACCEPTED:

FOR NICOLLET COUNTY:

	1/26/2021
Signature	Date
TERENCE MORROW	CHAIR
Name(s)	Title(s)