BOARD AGENDA
BOARD OF WRIGHT COUNTY COMMISSIONERS
Tuesday, November 19, 2024

Tina Diedrick, District 1
Darek Vetsch, District 2
Jeanne Holland, District 3
Nadine Schoen, District 4
Michael Kaczmarek, District 5

I. PLEDGE OF ALLEGIANCE

II. MINUTES - DISPENSE WITH READING, APPROVE AS WRITTEN/REVISED

A. Approve Minutes from the Ways & Means Committee Meeting (11-4-2024)

B. Approve Minutes from the Personnel Committee Meeting (11-04-2024)

C. Approve Minutes from the County Board Meeting (11-5-2024)

D. Approve Minutes from the County Board Workshop (11-12-2024)

III. REVIEW & APPROVAL OF AGENDA

IV. CONSENT AGENDA

A. ADMINISTRATION

1. Request To Rehire Office Manager In Administration

B. ASSESSOR

1. Approve Request To Rehire Vacant Property Appraiser Position

C. ATTORNEY

1. Request Chairperson Sign Joint Power Agreement (JPA) with the City of Otsego for the Enforcement and Regulation of Cannabis.

D. FINANCE & TAXPAYER SERVICES

1. Motion to approve the reimbursement of the American Rescue Plan Act Funds (ARP) as follows:
   Approval of use of ARP funds from 01-099-493-8467
   $36,695.09 9.2 Surface Transportation Projects- Franklin Township
   $48,623.00 9.2 Surface Transportation Projects- Middleville Township
   $105,872.62 5.9 Clean Water: Nonpoint Source-Indian Lake

2. Approve the Reimbursement of the American Rescue Plan (ARP) Act Funds as Follows:
   Approval of Use of ARP Funds From 01-099-493-8467
   $40,448.32 9.2 Surface Transportation Projects- Maple Lake Township

3. Approve Attached Budget Amendments for October 2024

4. Acknowledge the October 2024 Budget to Actual Report.

5. Acknowledge Warrants Issued Between October 29 thru November 11, 2024.

E. HEALTH & HUMAN SERVICES

1. Approve Request to Rehire One Full Time Social Worker I Position.

2. Approve Request to Rehire One Full Time Child Support Officer in Child Support.

3. Approve Request to Rehire One Full Time Office Technician II Position.

F. INFORMATION TECHNOLOGY

1. Approve Request to Back-fill One Full Time Information Technology (IT) Developer Position

G. PLANNING & ZONING

1. Authorize Board Chair To Sign Grant Agreement for the 2025 Subsurface Sewage Treatment Systems (SSTS) Grant.

V. TIMED AGENDA ITEMS

A. 9:05 AM- ALICIA O'HARE, WRIGHT SOIL & WATER CONSERVATION DISTRICT

1. Authorize the Mississippi River St. Cloud Watershed Policy Committee Representative to Authorize the Comprehensive Watershed Management Plan for Final Submission to the Board of Water and Soil Resources (BWSR) on Behalf of the Wright County Board.

B. 9:10 AM- BRIAN LUTES, ATTORNEY

1. Approve Request for Chairperson and Interim County Administrator to Sign an Approval and Oath for Kyle E. Day, Assistant County Attorney

Introduction of Kyle E. Day, Assistant County Attorney, to the Board

C. 9:15 AM- JAMI GOODRUM, HEALTH & HUMAN SERVICES

1. Request to Schedule a Public Hearing for Ordinance No. 24-8: Regulating the Retail Sale of Cannabis and Lower-Potency Hemp Edibles within the County of Wright, Minnesota. Suggested Date for Scheduling, 1:00 PM, Tuesday December 3rd.

D. 9:17 AM- CHAD HAUSMANN, HIGHWAY

1. Approve Minnesota Department of Transportation (MnDOT) Cooperative Construction Agreement 1057600 and Adopt Corresponding Resolution.

E. 9:20 AM- LARKIN WALTER, PROJECT ADMINISTRATION

1. Adopt Resolution Proclaiming November 20, 2024 as National GIS Day in Wright County.

VI. ITEMS FOR CONSIDERATION

A. ADMINISTRATION

1. Authorize Staff to Enter into License Agreements with Law Enforcement Agencies for the Use of the Wright County Law Enforcement Training facility.

2. Adopt Resolution for Hearing Officer's Findings Regarding Tobacco License Appeal of Casey's in Albertville

B. COMMITTEE RECOMMENDATIONS

1. Approve and Adopt Recommendations from the Ways & Means Committee Meeting (11-4-2024)

2. Approve and Adopt Recommendations from the Personnel Committee Meeting (11-04-2024)

3. Approve and Adopt Recommendations from the County Board Workshop (11-12-2024)

VII. ADJOURNMENT

VIII. WARRANTS ISSUED

A. Warrants Issued

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Greg Kryzer

Requestor Title
Interim County Administrator

Department (please use dropdown to select department) *
ADMINISTRATION

Target Meeting Date *
11/19/2024 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
○ RFBA ◉ Minutes Submission ○ Warrants Submission

Target Section
○ Consent Agenda ○ Timed Agenda
○ Item for Consideration

Originator
JAE4296

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Approve Minutes from the Ways & Means Committee Meeting (11-4-2024)

Short Title (what will appear on Agenda outline - 250 character max.) *
Approve Minutes from the Ways & Means Committee Meeting (11.4.2024)

Value Stream the request primarily aligns with:

Briefly describe how the request aligns with the selected value stream.

Describe the impact on staffing resources.

Fiscal Impact:

Background/Justification:

Route for Review and Approval

☐ County Administrator
☑ Assistant County Administrator
☐ Finance Review
☐ Legal Review
☐ Risk Mgmt Review
☐ Skip Workflow

Agenda Item Attachments (2)

Document Name	Attachment Type
11.4.2024 Ways & Means Committee Minutes.docx	Attachment
Commissioner Handbook 2025(11-12-2024 changes).docx	Attachment

☐ Hide RFBA Review

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision
Approved

Notes

COMMITTEE MINUTES

WAYS & MEANS COMMITTEE

DATE: NOVEMBER 4, 2024

Tina Diedrick	District 1
Darek Vetsch	District 2
Jeanne Holland	District 3
Nadine Schoen	District 4
Michael Kaczmarek	District 5

DATE APPROVED: DRAFT

Members Present:	Nadine Schoen, Jeanne Holland
Others Present:	Marc Mattice, Greg Kryzer, Clay Wilfahrt

I. Review Revisions To Commissioners Handbook

Staff present recommended revisions in the handbook and the changes and updates to the Committees and Advisory Boards.

RECOMMENDATION: *The committee's consensus was to bring forward board approval to make the recommended revisions to the Commissioners Handbook.*

II. Review and Discuss Additional Items For Consideration

A discussion was had to have some policies to incorporate and stay high-level and less debate in the board room.

RECOMMENDATION: *The committee's consensus was to make the following recommendations to the Wright County Board of Commissioners Handbook:*

- *Legislative Powers*
- *Goal-setting and Long-Range Planning*
  - *Identify issues and needs that hinder your mission and direction.*
  - *Set goals and objectives to address obstacles and realize your mission.*
  - *Determine strategies to meet goals and objectives.*
  - *Set priorities and timelines for completing goals and objectives.*
  - *Accomplish the work.*
  - *Evaluate the results.*

III. Review and Discuss How Minutes Are Documented

A discussion was had on committee minutes, which will only state those in attendance and the recommended action item.

RECOMMENDATION: *The committee's consensus was to accept changes applying to committee minutes to include only attendees and actions.*

The meeting adjourned at 8:42 a.m.
Minutes submitted by Jenn Eggersgluss, Administrative Specialist

DRAFT

WRIGHT COUNTY
BOARD OF COMMISSIONERS
HANDBOOK

Approved by County Board on February 16, 2021

Updated by Records Manager on January 26, 2023

Updated and Approved

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Wright County History:

Farmland, rivers, and lakes characterize the landscape of Wright County that encompasses 714 square miles and includes 53 square miles of water – the result of glacial deposits that created the diverse terrain. The county was established in 1855, and named after New York politician Silas Wright, a former U.S. senator, U.S. representative, and governor of the State of New York who defeated future President Millard Fillmore for the governorship.

Settlers were primarily from New York, the reason many cities in the county are named after cities, counties, landmarks, or people from New York. Wright County was part of the Great River Road – a trail that extended from Lake Itasca to the Gulf of Mexico along the Mississippi River. In 1855, three years before Otsego was incorporated as a township, a petition was granted to improve the trail where County Road 39 now sits. It became the first designated road in Wright County.

Long before there were highways, rivers were the primary form of migration and navigation. Nestled between the Mississippi and Crow Rivers, Wright County has been a destination for centuries and was settled, and fought over, several times. Some of the bloodiest battles in Minnesota history were waged by indigenous tribes – in the 1770s, the Ojibwe and Dakota nations fought over land that is now Otsego, Albertville and Monticello because of their rich natural resources. Even prior to that time, the scars of battle were left on Wright County. Early historians discovered the landscape dotted with burial mounds of previous civilizations from centuries earlier.

Monticello was the original seat of Wright County. In 1868, thirteen years after Wright County was established, the county seat was moved to Buffalo where it remains today. One of the primary selling points for new settlers—the majority from Germany and Sweden—was its location in the “Big Woods”, a vast expanse of forest of red oak, elm, sugar maple, basswood, ash, willow, and cottonwood. Many settlers traveling west stopped in Wright County because they could make a good living off the land. And its proximity to the Mississippi River enabled them to send lumber downstream to mills in Minneapolis and St. Paul. In the Otsego area there was a large pocket of white birch, a staple tree of the Native American culture due to its many practical uses. Originally known as Pleasant Grove Precinct, the name was changed to Otsego, a word used by the Mohawk tribe of the Iroquois Nation of central New York that translated to “friendly meeting place.”

Wright County grew quickly because many settlers earned their living off the land. The population in 1860 was 3,729. By 1875, it had grown to 13,775 and was at 29,157 by 1900. The population remained largely unchanged until the 1960s but has grown exponentially in the last 50 years. In 1970 the population was 38,933. In 1980 it grew to 58,681 as farmland along I-94, and State Highways 55 and 12 was sold and homes were built. That allowed residents to work in the Twin Cities metro area and enjoy the comforts and security of raising a family outside the large city. Wright County continues to be one of the largest growing counties in the ~~s~~State with a population estimated at approximately 141,337. 2023 Minnesota State Demographer.~~0,000 for the 2020 U.S. Census.~~ As of the last decennial census, Wright County did~~does~~ not ~~yet~~ have any cities with more than 20,000 people, but the Minnesota State Demographer currently estimates the cities of Otsego and St. Michael are currently over that threshold. ~~it is projected that by 2030, there will be three: St. Michael, Otsego and Buffalo, with Monticello not far behind~~.

With respect for its past, planned development, a strong educational system, the pledge to preserve and maintain agricultural land, and a robust parks system to take advantage of the natural beauty, Wright County has a future filled with promise as a place where people of different backgrounds and cultures call home.

Wright County Vision:

~~The Wright County supports the pursuit of an optimal quality of life. Education, opportunity, relaxation, and prosperity at your doorstep.~~

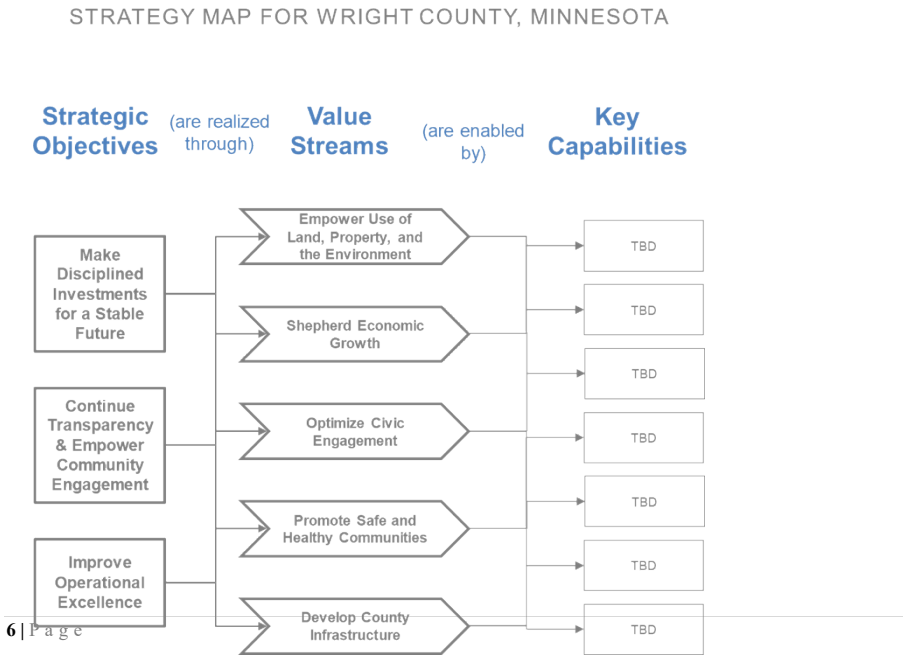
To be an affordable, safe, and family-friendly County

Wright County Mission:

~~Wright County provides fiscally responsible, quality services through innovation, leadership, and compassion.~~

Lead with fiscal responsibility, innovation, and compassion

Wright County Strategy Map for Wright County, Minnesota:



Value Stream Descriptions:

Empower Use of Land, Property, and the Environment

- Cities and Townships are the stewards of the land and environment within their boundaries. The County supports their land use plans.
- The County strives to protect our natural resources and public lands, develop parks, and provide recreational opportunities.

Optimize Civic Engagement

Wright County:

- Supports local efforts to maximize community engagement in civic affairs so every citizen has a voice.
- Provides a forum for intergovernmental dialogue between cities and townships.
- Acts as the conduit between local government units and state and federal governments.

Promote Safe and Healthy Communities

Wright County Officials:

- Coordinate a broad range of health services to individuals, families, and communities to promote health and prevent illness.
- Act as the Emergency Management team, coordinating county and county-wide response agencies to protect life and property of Wright County residents. This includes all seventeen cities, eighteen townships, schools and business/industry entities.
- Promote a high quality of life through adult education, youth programs, wellness and lifestyle initiatives, cultural programs, and the arts.

Shepherd Economic Growth

Wright County:

- Encourages economic growth as the cornerstone of a strong community.
- Partners with local jurisdictions to help them achieve economic success.
- Promotes flourishing industries, entrepreneurial success, high local employment levels, and income opportunities.

Develop County Infrastructure

Wright County:

- Encourages infrastructure development to enhance the quality of life. This includes, but is not restricted to: transit, telecommunications, water management, waste management, energy, and recreation.

I. County Board Introduction

A. Purpose

The Wright County Board of Commissioners is the body of elected officials that operate as a deliberative and legislative assembly charged by law with overseeing the management and administration of the County.

They represent the county's interests at the state and federal level. They develop policies, participate in long range planning, and manage the county's budget and finances, which guide the affairs of Wright County.

The County Board functions within the statutory framework of Minnesota law. General duties, powers and responsibilities are found in Minnesota Statutes, primarily but not exclusively Chapters 370, 373 and 375. Minnesota Statutes supersede all bylaws, rules and policies established by the Board.

B. Statement of Principles

The rules are representative of the organization's vision, mission and core values. The seven essential components of these principles include the following:

1. *Governing Wright County*. Elected Officials work in tandem with a strong professional managed work force to accomplish the goals and objective of Wright County.

2. *Commitment to our Customers*. Wright County government will provide fiscally prudent, risk sensitive, cost-effective solutions, with the objective being to serve those who use our services to the best of our ability.

3. *Commitment to Staff*. Wright County government is committed to providing a positive and healthy work environment. We are committed to preparing and educating our workers to provide quality services.

4. *Expectations of Each Other*. We expect honesty, integrity, and a commitment to the values of our organization without regard for position or title.

5. *Leading County Government.* Our goal is to create an organizational culture which fosters creativity, responsibility and a willingness to take reasonable risks with an acceptance of responsibility, accountability and authority.

6. *Measuring Government Performance.* We will monitor key performance indicators to continuously improve our services to our citizens.

7. *Open Government.* The County Board and Wright County will be recognized as an organization with a high standard of excellence. We will accomplish this through engaging the citizens and local government agencies by being as transparent as the law allows using all media types to present easy to understand documents.

II. Wright County Board Organization

A. Membership

The Board of Commissioners consists of five (5) members elected from single-member apportioned districts based on population, as provided by law.

B. Commissioner Districts

The boundaries of commissioner districts, including the procedures to follow in the event that a redistricting is needed, are established pursuant to Minnesota Statute §375.025. Commissioners District Map

C. Terms of Office

The term of office of all elective county officers shall begin on the first Monday in January of the odd-numbered year following their election pursuant to Minnesota Statute §204D.02 Subd. 2. The term of each Board member is four (4) years, except as otherwise established pursuant to Minnesota Statute §375.03, when a County Board is enlarged.

D. Vacancy

A County Commissioner office vacancy is filled in one of two ways, either by a special election or through an appointment process~~,~~ pursuant to Minnesota Statute §375.101.

E. Officers

The County Board, at its statutory meeting on the first Tuesday after the first Monday of each year, elects a Chair and a Vice Chair. The Chair presides at the County Board meetings, follows Robert's Rule of Order, calls for a first and second motion, discussion, and a vote on actions items, and signs all necessary documents. The Chair's signature, attested by the County Administrator, is binding as the signature of the County Board. In the absence or incapacity of the Chair, the Vice Chair performs the Chair's duties.

If the Chair and Vice Chair are absent from any meeting, the members present shall choose one of their members as temporary Chair, and all documents requiring the signature of the County Board shall be signed by a majority and attested to by the County Administrator pursuant to Minnesota Statute §375.13.

At the statutory meeting and if applicable during the year, the Chair of the County Board shall have the authority to recommend committee chairs, appoint members of the County Board to standing committees and other County Board-member appointed committees, organizations, and groups, subject to approval by the County Board.

III. Structure of Wright County Government

Wright County operates under the Administrator model~~,~~ as outlined in Minnesota Statute§ 375A.06.

A. The County Administrator

This is an appointed position and shall be chosen based on training, experience, and administrative qualifications, and need not be a resident of the county. The appointment may be for an indefinite period of time and the administrator may be removed at any time by the County Board. If the person removed from office held the position for over one year, he or she can demand that written charges be drafted, and a public hearing be held on the charges. If this demand is filed, the date for removal is extended until the conclusion of this process. While the removal process is pending, the person may be suspended from the office.

The County Administrator is the administrative head of the county and is responsible for proper administration of the affairs of the county. The administrator shall exercise general supervision over all non-elected county departments and agencies and, with the approval of the county board, coordinates the various activities of the county and management of its affairs. Responsibilities shall include, but not limited to, serving as administrator to the County Board of Commissioners, participating in the planning, development, recommendation, implementation and evaluation of County policies, procedures, contracts, and budgets, and is the Department Head for the Administration Department, consisting of Human Resources, Risk Management, Law Library, and Facility Management.

B. Elected Positions

As outlined in Minnesota Statutes 375A.10-Elected /Appointed

County Attorney, per ~~MN~~Minnesota ~~Statute~~ Chapter §388, represents the Wright County Attorney's Office and the citizens of Wright County. The County Attorney supervises the Assistant County Attorneys and support staff, establishes policy and guidelines to be used by them, and performs administration to ensure that the duties of the office are properly carried out.

Sheriff, per MN Statute §387**,** oversees the Wright County Sheriff's Office, the third largest sheriff's office in Minnesota, provides law enforcement services to the unincorporated areas of the County, and contracts police services with thirteen cities. There are six (6) divisions within the Sheriff's Office: Administration, Business Administration, Criminal, Operations, Patrol, and Corrections. Each division has multiple units and is led by a sworn officer with the rank of Captain or above. The sheriff's office also provides Wright County school districts the option to contract for School Resource Officers.

C. Appointed Positions

Auditor / Treasurer, as permitted under MN Statute §375A.10 and MN Statute §375A.1205 this position was established as an appointed position December 15, 2020. This position reports directly to the County Board and shall execute all duties assigned by the County Board, which may include, but are not necessarily limited to the following:

- Auditing of County financials, as requested by the County Board of Commissioners
- Forecasting of County financials
- Management of County investments
- Management of County fund balances
- Monitoring of Funding for current and future county projects
- Serve as a member of the Board of Equalization, Canvassing Board, and Secretary of the Extension Committee

County Assessor, per MN Statute §273.061~~,~~ serves as the department head for the County Assessor's office, provides leadership and direction to all appraisal operations/services within the County. The County Assessor establishes goals, objectives, priorities, quality standards, and procedures within the policy directives set by the County Board, and in accordance with applicable state and local statutes, and requirements of the appraisal profession. The County Assessor interprets appraisal/assessment rules and regulations, plans, organizes, and oversees the valuing of property for real estate tax purposes to comply with such rules. The County Assessor plans and directs the discovery, listing, valuing, and classifying of all taxable and exempt real estate and personal property in Wright County to ensure that no property is overlooked and that the value and classification of all properties are equalized.

Finance/Taxpayer Services Director, per MN Statute §375A serves as part of the administrative branch of county government and interacts with county departments, county residents, vendors, local government, state and federal agencies, school districts and special districts. The Director oversees the property tax administration which includes the calculation of, collection of, and monitoring of current and delinquent real estate taxes. The Finance Director oversees the duties of the chief election officer and acts as the liaison between benefited property owners on official county drainage ditches and the county board. The Finance Director invests all surplus county funds, maintaining and monitoring the county's investment portfolio and all county bank accounts. The Finance Director oversees the Driver's License Center as well as a variety of licenses, permits, and passports.

Highway Engineer, per MN Statute §163.07, provides strategic and operational managerial direction, coordination, and professional engineering leadership in the planning, development, and administration of the Wright County's 512-mile highway system. This system is split into 406 miles of County State Aid Highways, that are financed largely by state-aid gas tax funds and federal funds, and 106 miles of County Roads, financed by local property tax). About 50 bridges under County jurisdiction are also included on these routes. Personnel in the organization, over 50 full-time are divided into 4 main divisions:

- Engineering
- Maintenance
- Fleet Services / Shop / Equipment
- Highway Accounting

Health and Human Services Director, per MN Statute §402.05**,** oversees the HHS Agency which offers many services to meet the needs of County residents in three main areas: Social Services, Public Health, and Financial Services. The agency provides federal- and state-mandated financial programs, along with support services, community information, and public health services.

County Recorder, per MN Statue §386, is the custodian of more than 350 different types of historical legal documents pertaining to real estate and personal property. The recorder is responsible for the evaluation, recording, protection, and preservation of all real estate documents in accordance with State Statutes. Some of the most commonly recorded documents include deeds, mortgages, assignments, satisfactions, easements, liens, and plats. And serves as the Registrar of Titles by statute under the Torrens or Registered Land System. The Registrar of Titles, along with the Examiner of Titles, must examine documents presented to determine if they meet the legal requirements for transfer.

Surveyor, per MN Statute §389.011, provides professional surveying support to the County and ascertains that land measurements and locations of all parcels of property in Wright County are properly defined. This department also serves as the primary agency for:

- Plat Checking / Plat Review
- 1/2 Section Maps
- Aerial Photographs and LiDAR Data
- Government Corner Location Documents
- County Highway Right-of-Way Plats
- Recorded Subdivisions

Veteran Service Officer, per MN Statute §197.60, assists veterans and their families with understanding their benefits, rights, and services. Veteran Services is available to assist veterans with filing claims for a service-connected disability, burial benefits, and other possible benefits provided by the Department of Veteran Affairs. Call Veteran Services with any questions if you are a veteran or a veteran's family member.

Emergency Management Director, per MN Statute §12.25 Subd.2, under the Wright County Sheriff's Office, plans, coordinates, conducts training, directs and implements emergency plans in the event of a man-made or natural disaster. This position serves as an expert on emergency management issues, works to improve local emergency procedures and plans in coordination with emergency preparedness stakeholders that includes local government, fire, police, emergency medical services, county residents, etc. The Emergency Management Director is responsible to maintain and update a working copy of the County's Emergency Operations Plan, in compliance with state and federal regulations, and obtains grants to fund emergency management initiatives.

The Emergency Management Director also serves as the Nuclear Director. In this role, the position directs, coordinates, plans, and carries out emergency plans for, and in the event of, an incident/accident at the Monticello Nuclear Power Plant. This position is responsible for the operational readiness of the Emergency Operations Center (EOC). The Director will coordinate EOC activities during emergencies and disasters in Wright County.

Emergency Management Deputy Director, per MN Statute §12.25 Subd.2, assists the Emergency Management Director with the overall operations of the Wright County Sheriff's Office Emergency Management Division. This position will support all Emergency Operations Center's objectives. Also assists the Emergency Management Director in the role of Nuclear Director.

D. Other Department Head Positions

Information Technology (IT) Director provides the County with technologies that promote the efficiency and effectiveness of county programs. To this end, the department plans for the implementation of appropriate technologies, provides ongoing support of existing systems, provides users with computer training, and works with county departments in establishing internal support structures.

Law Library Librarians provides residents with public information, local ordinances, state statutes, agency rules, public forms such as family law, conciliation, etc. and other legal resources. However, they cannot offer legal advice. The Library is open to the public.

Parks & Recreation Director, per MN Statute §398.35, oversees the Parks Department which is responsible to acquire, develop and maintain County parks and trails for recreational use. The vision of the Parks Department "is to preserve key natural resources within Wright County, while working to provide and protect sufficient open space and develop facilities for outdoor recreation activities. By doing so, we hope to provide evidence that our generation took steps in preserving for future generations and had concerns for quality of life today and into the future." The parks department also includes oversight of the public drainage system within Wright County.

Planning and Zoning Administrator, per MN Statute §394.29, administers and enforces zoning, land use, and subdivision regulations for unincorporated areas of the County. Planning and Zoning oversees the Feedlot Division, Environmental Health, Building Department, Planning Commission, and Board of Adjustment. Other areas of responsibility include solid waste management, water quality testing, on-site sewage treatment regulation, construction plan review and building inspections, and feedlot administration. The Department provides staff support to the County Planning Commission and Board of Adjustment, complaint investigations, and a number of related issues.

E. Employees

Wright County employs approximately ~~800~~ 880 persons. Employees are identified and classified as Exempt, Non-Exempt, Union and Non-Union, Full-Time and Part-Time, Temporary and Seasonal.

Currently there are seven (7) Bargaining Unions that represent the majority of Wright County employees. These Unions may negotiate with representatives of the County's Labor Relations committee. Two members of the County Board are appointed to serve on the Labor Relations Committee to represent the County Board in collective bargaining negotiations. The collective agreement functions as a contract between the employer, Wright County, and the union represented employees. Collective bargaining consists of the process of negotiation between representatives of a union and employer for the terms and conditions of employment, such as wages, hours of work, working conditions, grievance procedures, and the rights and responsibilities of trade unions. The parties often refer to the final product of the negotiation process a "collective bargaining agreement" (CBA) or as a "collective employment agreement" (CEA).

IV. Job of an Effective Commissioner

As a commissioner, you are authorized and required to make policy for the county. Policy-making means defining high-level goals and long-range outcomes for county government. This includes choosing the direction and the ways to achieve those outcomes, as well as guiding the decision-making process leading to them.

The primary legislative powers of the board of commissioners include budgeting and appropriation of funds for all county activities, including but not limited to building and maintaining county roads and making and enforcing resolutions and ordinances not in conflict with state law. Supporting and implementing state and federal mandates; overseeing all appointed county agencies; constructing and maintaining public buildings; setting the tax levies for the county and its subordinate jurisdictions; authorizing payments owed by the county; and auditing all officers having control of county funds.

~~A.~~ Duties and Powers

County policies impact citizens, and for that reason, those citizens expect county commissioners to influence the direction of county government. Policymaking is far more of an art than a science. The key to good policymaking is to discern the patterns between the details.

Keep in mind Wright County's mission and whether the county is following that direction to realize the long-range outcomes. Policymaking describes outcomes; it is what you want. How your ideas are realized and implemented is administration.

Recognizing competing interests among the public and staff and cultivating support from these groups by involving them in your policy development is critical. Doing this varies from county to county and from board to board. Policy development first requires you to confirm or define the county's mission and direction. "For what purpose is the county here, and where must it be pointed to accomplish that purpose?" After that:

- Identify issues and needs that hinder your mission and direction.
- Set goals and objectives to address obstacles and realize your mission.
- Determine strategies to meet goals and objectives.
- Set priorities and timelines for completing goals and objectives.
- Accomplish the work.
- Evaluate the results.

Commissioners are responsible for the first two or three of these elements, and there are opportunities throughout for stakeholder involvement.

It is the duty of the Wright County Board to ensure the county fulfills its duties under the law and lawfully exercise its powers. Commissioners are the County's key policymakers and oversee the operations and administration of the County.

There are more demands and numerous committees and advisory boards, that Commissioners are required to serve on to provide direct or indirect services to the County. These may include Great River Regional Library Board, Soil & Water Conservation District, Ag Society, Regional Crime Lab, as well as other boards or commissions that relate to transportation, economic development, public health, etc.

Commissioners meet regularly in policy-specific subcommittees to thoroughly examine county issues. The number and topics of subcommittees are unique to each county, but generally include committees related to the topics of parks, public health, public safety, zoning and land use, etc.

Commissioners statutory duties are to be performed, almost without exception, by the Board as a whole. Individual commissioners may not supervise administrative officers, formulate policies, or exercise county powers. The most important responsibility of a County Commissioner is to participate in Board

meetings. Each member has the authority to make and second motions, participate in discussions, and vote on every matter before the Board.

Wright County Commissioners may receive various work-related questions or concerns from staff members. It is recommended that you forward these questions or concerns to the County Administrator. The County Administrator serves as the County Board's designated representative and liaison to department heads and all other employees through supervision, leadership, and independent judgement to oversee the County's personnel issues.

The County Administrator, Assistant County Administrator(s), and Human Resources Director manage the day-to-day personnel issues for the County. They address those issues per the County's personnel policies or forward the information to the proper department head for necessary follow-up on a particular matter.

~~B.~~A. Conflicts of Interest

The County has adopted a conflict of interest policy that is located in the Finance Policy.
The policy is designed to help identify situations that present potential conflicts of interest.

~~C.~~B. Compensation and Reimbursements

County Board members receive an annual salary for services set by resolution of the County Board. The salary must be established prior to the end of the preceding year and is effective January 1 of the following year. The resolution contains a statement of the new salary as defined on an annual basis and must be published in the official County newspaper, and one other newspaper in the County per Minnesota Statute §375.055.

County Board members previously discontinued the practice of receiving per diem payments.~~shall also receive a per diem payment for services rendered by them while performing the duties of office on any board, committee or commission as assigned to them. The schedule of per diem payments shall be set by resolution and must be established prior to the end of the preceding year and is effective January 1 of the following year.~~

~~A commissioner may not collect more than one day's per diem payment regardless of the number of hours spent performing work in a single day.~~

Members of the county board shall not receive a per diem for service on the Board of Auditors, the Board of Equalization, or the Canvassing ~~board~~ Board per Minnesota Statute §375.055 Subd. 5.

County Board members shall also receive out-of-state mileage reimbursement for use of their personal automobile in the performance of official duties, as defined ~~with~~in the County's Personnel Policy, 506.

An Expense Report shall be submitted by each Board member within sixty (60) days of the incurred

expenses. If not submitted in a timely manner, reimbursements may become taxable based on IRS rules. County Board members are each budgeted an individual travel and expense budget. Any budget amendments to an individual commissioner's budget require a formal budget amendment and can only be amended by allocating funds from another commissioner's travel budget ~~line item~~object code. ~~See, Policy _____.~~

Commented [MM1]: NEED POLICY ADDED

Commented [MM2R2]: There is no written policy on this.

~~D.~~C. Annual Organizational Meeting

On the first Tuesday, following the first Monday in January, the County Board establishes:
~~2.~~1. Dates and times of regular County Board meetings for the upcoming year;
~~3.~~2. Elects a Chair and Vice Chair; and
3. Appoints Commissioners to serve on various established boards, committees, and commissions.

The County Administrator, acting as the chairperson pro tempore, calls the Annual Organization Meeting to order at 9:00 a.m. in the Commissioner's Boardroom. The County Administrator only has the authority to accept motions for the nomination of the chairperson or for adjournment to a specified date and time.

~~E.~~D. County Board Budget

The County Board is allocated an annual budget that includes salaries, per diems, benefits, conferences, meetings, and related expenses, telephone and office supplies. See Annual Budget Process in Section VIII of this Handbook.

~~F.~~E. Other Duties of Commissioners Defined by Statute

Community Health Board per Minnesota Statute §145A the County is required to either establish a Community Health Board or join a Community Health Board with contiguous counties within their region. A county board or a joint powers board that establishes a Community Health Board and has, or establishes an operational Human Services Board under Minnesota Statute §402 may assign the powers and duties of a Community Health Board to a Human Services Board. Eligibility for funding from the Minnesota Commissioner of Health will be maintained if all requirements of section145A.03 and 145A.04 are met. Wright County's Health and Human Services Board has been assigned those duties.

The Wright County Commissioners serves as the Health and Human Services Board and assumes the powers and duties of a Human Services Board as defined in Chapter 402. Minnesota Statute §402
They shall:

1. Manage the public resources devoted to human services delivered or purchased by the county;
2. Employ staff to carry out the purposes as defined by statute;
3. Deliver services directly or through contract;
4. Plan for the delivery of human services that shall include corrections services, public health services, public assistance, developmental disability services, social services, mental health services and others of similar classification; and
5. Receive and expend funds for these purposes.

Drainage Authority per Minnesota Statute §103.E, the County Board serves as the Drainage Authority. The Authority's responsibilities include protecting drainage rights, preventing damages and unauthorized use, and ensuring property owners' rights.

After the construction of a drainage system, the Authority shall inspect and shall maintain the drainage system that is located within its jurisdiction and provide necessary repairs. Repairs of a system may include preservation, restoration, or enhancements. This can include the re- sloping of ditches and leveling of waste banks to stabilize it, realignment to restore the effectiveness, removal of obstructions, and straightening and replacement of tiles.

If a system is damaged by the installation of an obstruction, such as a bridge or culvert, the party that is responsible shall remove the obstruction, or show why the obstruction shall not be removed. A person cannot cause or construct a drain that outlets into a drainage system without permission.

Property that benefits from the construction or repair of a drainage system or drains into the system will be assessed as a benefiting property.

If a system does not serve any useful purpose to any affected properties and is not a public benefit or utility, the Drainage Authority or the courts shall make findings, and shall, by order, abandon the drainage system Partially per 103.E.806, or completely per 103E.811.

The Board shall provide funds to pay the costs of drainage projects and systems. The account must be credited with all money from assessments and other sources for the drainage system. The account must be debited with every item of expense made for the drainage system, per Minnesota Statute §103E.651.

Planning and Zoning Authority per Minnesota Statute §394.21, the County Board shall appoint a Planning Commission. The Planning Commission is a seven-member board consisting of six citizens appointed by the County Board and the seventh member is an appointed County Commissioner. The citizen members serve three-year terms and the County Board member a one-year term. Members can serve consecutive terms and there are no term limits. The County Board may remove any member for non-performance of duty, or misconduct by resolution, per County Ordinance 155.027.

Wright County implements and enforces land use controls employing the Wright County Land Use Plan and the Wright County Code of Ordinances Planning and Zoning. These documents are approved and updated by a public process that involves citizen participation, involvement from local units of government, that includes cities and townships, and recommendations and decisions made by Wright County Planning Boards and the County Board of Commissioners. The Wright County Planning Commission and Wright County Board of Adjustment are the two formal planning citizen boards.

The Wright County Planning Commission makes recommendations on the Wright County Land Use Plan, proposals to change zoning districts, and changes to the text of the Planning and Zoning Ordinance. The County Board of Commissioners reviews these recommendations and makes the final decision on these matters.

The Planning Commission also acts on conditional use permits, subdivision review, and the use of building entitlements. The Planning Commission is the final decision maker on these issues.

The Wright County Board of Adjustment reviews variance requests to requirements on matters such as setbacks and other building requirements and limitations. It also hears appeals on determinations made by the Wright County Zoning Administrator with regard to enforcement of the zoning ordinance. This is a five-member citizen board, and its members are appointed by the County Commissioners. They each serve three-year terms. Members can serve consecutive terms with no term limits.

~~IV.~~V. County Board Meetings

A. Statutory Meetings

The County Board meets in the Board of Commissioners' Room in the Wright County Government Center for the transaction of business on the first Tuesday after the first Monday in January. The County Board transacts organizational business during this meeting, including:

1. Election of Chair and Vice Chair
2. Action to recall all unused clerk hire and unused budgets from the preceding year
3. Action to set the County Board's regular sessions
4. Appointments to Board Committees and Advisory Board positions

B. Regular Meetings

At the annual organizational meeting, the County Board shall adopt a schedule of regular board meetings for the upcoming year. The schedule will include the location, date and time of the meetings. During the year the schedule may be amended by vote of the County Board. For months with five Tuesdays, one meeting is cancelled by Board action. Action can be taken at any time but generally occurs 1-2 months prior to the month with five Tuesdays.

Unless otherwise stated, all regular meetings of the County Board will be convened in the Board of Commissioners' Room in the Wright County Government Center, Buffalo, Minnesota. All regular meetings of the County Board are open to the public.

C. Open Meeting Law

All meetings of the Wright County Board and Board Committees are subject to the Open Meeting Law, Minnesota Statute Chapter §13D, and shall be open to the public. In practice, this means that the open meeting law applies to all board and committee meetings that have a quorum of the governing body's members.

D. Closed Meetings

The County Board may hold closed meetings as authorized by Minnesota Statute §13D.03 and

§13D.05. Business that may be considered in closed session is in accordance with the attorney/client privilege, to consider strategies for labor negotiations, to review the performance of the County Administrator, or as otherwise required or permitted by the Minnesota Open Meeting Law. Before closing a meeting, the County Board will state on the record the specific grounds permitting the meeting to be closed and describe the subject to be discussed.

E. Special/Emergency Meetings

Procedures to schedule any special or emergency meetings shall be in accordance with Minnesota Statute §13D.04. Emergency meetings may be called, and a good faith effort to provide notice of the meeting shall be made. Special meetings shall be preceded by a minimum three days' notice~~, that includes posting the meeting notice on the County's website~~ and must conform to the notice requirements provided under the Minnesota Open Meeting Law.

Adjourned or reconvened meetings may be held at a specified time, date and place the Board may adopt, without additional notice. The time, date and place must be publicly specified by the Board prior to adjourning the meeting.

~~(Attorney Asleson requested that this be removed, as this is covered in the Open Meeting Law – Chapter 13)~~

The County Board may schedule work sessions, retreats, forums, or additional meetings. A schedule of such meetings shall be maintained in the County Administration Office. Work sessions and other informal meetings of the Board not regularly held shall be subject to the same notice requirements of the Open Meeting Law.

A joint meeting with the Wright County Board and any other political subdivision may be held within boundaries of either subdivision, the location shall be specified in the meeting notice.

F. Public Hearings

From time to time, the County Board conducts formal public hearings. In addition to those required by law, the County Board may hold public hearings on matters they decide are in the best interest of the public, or for other issues under consideration.

The order of business for public hearings generally follows this procedure:

1. Presiding officer opens the hearing and states the purpose.
2. Brief description of issue by County staff or other appropriate persons.
3. Presentation, if applicable, by affected or interested persons.
4. Open discussion by members of the public.
5. Discussion by the County Board.
6. Public hearing closed.
7. Decision by the County Board.

At any time during the process, the County Board may address any questions as deemed appropriate.

The County Board may alter the public hearing procedure as needed to assure that the hearings are conducted in an orderly, fair, and expeditious manner, that includes establishing reasonable time limits for speakers, individually, or on each side of the issue before the Board.

Rules adopted for public hearing procedures are intended to promote orderly discussion, to give every person an opportunity to be heard, and to ensure that no individual is embarrassed by exercising the right to free speech.

Individuals making comments shall first give their full name and address. This is required for an official record of the public hearing.

G. Audience Participation at Board Meetings

The intention of these rules is to support the interest of the public in following Board business during their meetings.
To encourage efficiency and early resolution of issues, the County Board recommends that citizens first contact staff to try to resolve matters before requesting to be placed on an upcoming County Board agenda.

H. Broadcasting

Wright County Board Meetings are streamed live and accessible on the Wright County website at www.co.wright.mn.us. Meeting videos are archived for one year.

I. Quorum

A quorum is necessary for the transaction of business. A majority of members constitutes a quorum, and no business shall be transacted unless approved by a majority of three votes of the County Board, per Minnesota Statute §375.07. Less than a majority of members may convene a meeting, but no business may be transacted.

A County Board member who, for any reason, anticipates or plans an absence at any regular or special meeting, is encouraged to contact the County Board Chair or the County Administrator to note his or her planned absence.

J. Role of Presiding Officer

The Chair is the presiding officer of the meeting. In the Chair's absence, the Vice Chair will preside. The duties and powers of that officer includes:

1. Preside at all meetings of the County Board.
2. Preserve order and decide questions raised by members subject to appeal.
3. To vote all questions moved, and announce the result.
4. Serve as representative of the Board in execution of contracts, orders, resolutions, determinations, board minutes, and certification of tax rolls.
5. The Board Chair may pass the gavel to make a motion and has the same voting rights and

responsibilities as other Board members.
6. Declare a recess or adjournment of any meeting.
7. Close county facilities in the event of ~~on~~ an emergency or inclement weather.
8. Call special or emergency meetings of the Board.
9. Schedule committee meetings.
10. Cancel or reschedule any meeting or committee of the Board.
11. Designate alternate members on any committee or advisory Board.

K. Addressing the Chair

Formal protocol is used when speaking to the County Board. The County Board Chair is addressed as "Mr. /Madam Chair." County Board members are addressed as "Commissioner (last name)."
Any member of the County Board, county staff, or members of the public may speak on any matter before the County Board when recognized by the Chair, and within established procedures as outlined in the rules.

L. County Administrator

The County Administrator or designee shall attend all meetings of the County Board. The County Administrator may participate in the discussion or recommend a resolution or action to the County Board. A Board member may call on the County Administrator to participate in the discussion for a verbal recommendation on any subject pending before the Board.

The County Administrator's office is responsible for the preparation of a written agenda for all regular and special meetings of the County Board. The County Administrator or designee also:
1. Makes regular entries of all Board resolutions and decisions upon all questions.
2. Records the vote of each member on any question submitted to the Board.
3. Preserves and files all business acted upon by the Board.
4. Certifies, under seal of the county, copies of all resolutions of the Board.
5. Performs such further duties as designated by the Board.
6. Leads collaborative efforts across County departments, county agencies, and across County lines.

M. Order of Business of the County Board Meetings

The Order of Business for each regular meeting of the County Board shall be as follows:
1. Call to Order.
2. Pledge of Allegiance.
3. Approval of Board Minutes.
4. Approval of Agenda.
5. Items may be petitioned onto the Agenda if they are time-sensitive and non-controversial.
6. Items can be removed from the Agenda, if desired.
7. Approval of Consent Agenda
   - One motion covers approval of all items.

- Includes action or informational items that do not require discussion.
- Items can be pulled for discussion by Board members and voted on separately.
- Resolutions cannot be placed on Consent Agenda as a roll call vote is required for them.

8. Timed Agenda Items
   - Items that require discussion or action, and may include department presentations/requests, public hearings, resolutions, requests for out-of-state travel, etc.
   - Can include action or informational items.
   - Items should not be addressed prior to the assigned time on the Agenda.
   - Per Minnesota Statute §471.661, out-of-state travel requires pre-authorization by the County Board.
9. Items for Consideration
   - Items that require discussion or action.
   - Includes items such as committee minutes, resolutions, authorizing attendance at meetings, etc.
   - Includes action or informational items.
   - Items can be addressed throughout the meeting if desired, such as in the case where it is not yet time for the next Timed Agenda Item.
10. Advisory Committee / Advisory Board Updates
    - The County Administrator and each Board member provides a brief summary on attendance at recent committee/advisory meetings.
11. Adjournment

Board Meetings can be viewed live online at www.co.wright.mn.us.

N. Preparation and Distribution of the County Board Agenda

The County Administrator shall cause preparation of the agenda and supporting material for each regular and special meeting. The following process will be used to add items on to the agenda:

- County staff, County-affiliated organizations, the Wright County Sheriff's Office, and the Wright County Attorney's Office will request items be added to the agenda by the County Administrator or Assistant County Administrator. The County Administrator will have final approval on what staff, affiliated organization, Sheriff's Office, and Attorney's Office requests will be placed on the Board agenda.
- Citizens can request an item be added to the agenda in a formal request to the Administrator who will make a decision on whether or not an item will be placed on the agenda together with the Board Chair. Citizen requests will only be placed on the agenda if they are pertinent to County business.
- Commissioners can add an item to the agenda by requesting that the Board Chair add the item to the agenda. Commissioners can also petition an item on to the agenda by getting a motion, second, and majority vote at a meeting to add the item to the agenda.

The deadline for submission is ~~12:00 P.M. on the Wednesday~~the end of the business day on the Tuesday prior to the meeting, for publication Thursday end-of- day, and includes written materials such as handouts, contracts, agreements, resolution drafts, etc. In the case of ~~Monday~~ holiday administration will establish and communicate the deadline for board submissions for that meeting.

~~landing on a holiday the deadline shall move to 12:00 P.M. on Thursday.~~

The County Board agenda packet material is available on the Wright County website at www.co.wright.mn.us.

O. Conduct of Debate

Principles
The rules of Parliamentary Practice in Robert's Rules of Order shall govern the Board in all applicable cases, except in the following circumstances:

a. When deviation is required by Minnesota Statutes
b. Rule 44 is amended to remove the requirement for a formal vote on motions to call the question
~~The rules of Parliamentary Practice embodied in Robert's Rules of Order shall govern the Board in all cases applicable, except as modified by the rules herein, and applicable Minnesota Statutes.~~

Parliamentarian
The Rules of Order governing County Board meetings shall be referred to the County Board Chair for interpretation and enforcement. The County Board Chair may consult with Board members, the County Administrator ~~and/~~or the County Attorney to interpret and decide upon rules and questions of order.

Role of the Chair
The Chair shall preside over the debate to ensure equality and fairness in discussion. The Chair restates the motion, who made the motion, who seconded the motion, and announces the result of the vote.

Main Motion
A Board member may make only one main motion at a time. The Board member(s) may present an initial motion and subsequently debate the question. Or the Board member(s) may call upon staff for additional information prior to introduction of the motion.
The introduction of a main, or substantive, motion is out of order while another main motion is pending. While the question is under debate, no other motion shall be received or entertained, except for procedural motions permitted in the rules.

Second Required
All motions before the Board shall be seconded prior to consideration by the Board. The second may occur after a brief informal discussion. Subsequent to the second of the motion, formal debate may ensue between the members of the Board before the formal vote is called.

Amended Motion
A motion may be amended at any time before it is adopted. The amended motion shall take precedence over an existing motion and may be discussed before it is voted on. If the amended motion fails, the main motion may proceed for consideration. If the amended motion passes, the amended motion becomes the main motion and may proceed for consideration. Once an amended

motion is voted on, a second amended motion may be entertained.

Division of the Question
Upon the request of any Board member, a resolution in debate may be divided and separated into more than one action, provided the Chair rules that the resolution will allow such a division. Each of the resulting resolutions must be complete to allow independent consideration and action.

Withdrawal of Motion
After a motion has been stated by the Chair, it is deemed to be in the possession of the Board it may be withdrawn by the member who introduced the motion before it is voted on. The Chair must accept or reject the withdrawal request. This motion cannot be debated or amended. If the motion is withdrawn, the effect is the same as if it had never been made.

Discussion Procedures
The following operating rules shall guide debate:

a. Any Commissioner desiring to speak shall address the Chair, and not proceed until being recognized. When two or more members address the Chair at the same time, the Chair shall designate the order of speaking.
b. After recognition from the Chair, the Board member who made the motion has precedence to address the Board first, with the option to explain the reasons the motion was made. Subsequently, the floor is open to any member of the board. There is no time limit for comments from individual Board members.
c. A member, once recognized, shall not be interrupted when speaking, unless it is to call that member to order. No member shall interrupt another in debate without his or her consent. To obtain such consent, he or she shall first address the Chair.

Adoption
A motion or resolution shall be adopted if approved by a majority of the whole Board, per Minnesota Statute §375.07

Procedural Motions
In addition to substantive motions, the need to follow procedural motions is in order. This is a partial list of motions from Robert's Rules that are most often used. It is not intended to be a complete list.
These motions shall be considered in the following order of precedence as taken from Robert's Rules of Order:

a. Motion to Adjourn
b. Motion to Recess
c. Motion to Suspend the Rules
d. Motion for Division of the Question
e. Motion to Defer Consideration, or Motion to Lay on the Table
f. Call of the Previous Question
g. Motion to Postpone to Certain Time or Day
h. Motion to Refer to Committee

i. Motion to Amend
j. Motion to Reconsider

Voting
It is the duty of every member to vote. The vote is called by the Chair as those in favor signify by an "aye" vote and those opposed use the same sign. Voting records are recorded by the County Administrator or designee and duly noted in the minutes.

P. Types of Board Action

Resolution
The County Board takes formal action by resolution, per Minnesota Statute §373.02. Any member of the Board or staff may introduce a resolution for consideration and action, pursuant to general rules and operating procedure. A copy of the resolution is included as part of the Board agenda packet. County Board may at any time refer an item or resolution to the appropriate Committee for further review and deliberation.

Ordinance
The County Board may take formal action by ordinance, per Minnesota Statute §375.51, with a motion. An ordinance is a legislative act prescribing general, uniform, and permanent rules of conduct that relate to affairs of the County. County Board action shall be taken by ordinance when required by law, to prescribe permanent rules of conduct that continue in force until repealed, or where such conduct is enforced by penalty.

General Consensus
The County Board provides informal direction by consensus. Informal direction is most often used to provide staff with preliminary Board perspective on a matter that will require future formal action. Informal direction is also used to provide additional insight into formal actions previously taken. Informal direction alone does not establish Board policy or authorize action.

Policy Development
Policy development authority in Wright County is granted to the County Board through Minnesota Statute Chapter 373, Counties, Powers, Duties, and Privileges, Minnesota Statute Chapter 375, County Boards, and in other statutes. With the powers granted within these statutes, the County Board may delegate certain authority, as appropriate, through Board resolutions. These delegations of authority may be rescinded at any time by the Board.

~~V.~~VI. Committees and Advisory Boards

The County Board appoints individuals to various boards, committees, or commissions annually, at the first Board Meeting in January. The Administration Office maintains a list of committee and advisory board appointments. The County Board may also appoint members of the public to various boards, committees or commissions that have been established by the County Board or pursuant to Minnesota Statutes.

Minutes of the County Board appointed committee meetings shall be kept and shall become official upon approval by the County Board. Actions of the committees are considered recommendations to the County Board.

Minutes of advisory boards that the Board members serve on are kept by that entity and not presented to or approved by the County Board.

A. Committees

~~**Budget Committee of the Whole (all commissioners)** – Reviews the status of county budgets during the year, hears and reviews budget requests from department heads, reviews year-end budgets, and makes recommendations regarding any budget surplus. Meets as needed~~

Broadband Committee (two commissioners) – Established to identify broadband needs in Wright County, identify delivery options within the county, oversee disbursement of state and federal American Rescue Plan (ARP), serve as a broadband granting organization and serve as a sponsoring agency for internet service providers (ISP). Meets as needed.

Ditch Committee (one~~two~~ commissioner and an alternate commissioner appointed by the Chair ~~s, one alternate~~) & Joint Ditch Meetings~~Committee~~ – Oversees the condition of county ditches as the ditch authority. Commissioners on this committee are authorized to spend up to $30,000 ~~$15,000~~ for ditch maintenance and repairs without having to come to the full board for authorization. Meets as needed. Joint Ditch Meetings~~Committee~~ – Oversees condition of ditches that are located within two or more counties. This requires up to 3 commissioners in attendance for these meetings. The Commissioner from the District from where the ditch is located shall attend if not part of the Ditch Committee.

~~**Finance/**~~**CIP Committee (two commissioners) –** Reviews ~~monthly revenue/expenditure budget reports~~ and oversees the county's Capital Improvement Plan and projects within it. ~~Meets once a month on the~~ Meets as needed.~~second or fourth Wednesday~~.

Noxious Weed Appeal Committee (two commissioners) – Reviews appeals to county Notice to Eradicate Weeds. A field inspection is required within five business days of an appeal being filed. Meets as needed.

Nuclear Committee (two commissioners) – Conducts bi-annual exercises and drills for the Monticello Nuclear Power Plant. Meets in odd-numbered years on the second and/or fourth Tuesday in July or August.

Personnel/Employee Relations Committee (two commissioners~~, one alternate~~) – Reviews position openings, reviews and recommends county policies/procedures, conducts negotiations with all employee unions, reviews and makes recommendations for the county's Deferred Compensation Plan, and reviews requests from emergency withdrawals from employee accounts. ~~Meets the second and/or fourth Wednesday of each month.~~Meets as needed.

~~**Safety Committee (two commissioners)** – Reviews the county's Loss Control activities and the county's annual Risk Management Summary. Meets the second and/or fourth Wednesday of a month as needed and must meet at least one time during the year.~~

Security Committee (two commissioners) – Oversees the safety of the Tenth Judicial District Court, as well as county departments that work with the courts, including safety and loss control managements. Meets as needed.

Tax-Forfeit Committee (two commissioners) – Reviews properties that have gone into tax forfeiture and oversees the sale of those properties. Meets as needed.

Technology Committee (two commissioners) – Reviews and updates technology plans for all departments and integrates projects into the county's Capital Improvement Plan. Meets on the second and/or fourth Wednesday as needed.

Transportation Committee of the Whole (all commissioners) – Discusses and reviews transportation issues and highway projects in process and those identified in the Highway Department 5-Year Plan. Meets as needed.

Ways & Means Committee (two commissioners) – Reviews and makes recommendations on various contracts and reviews and makes recommendations on administrative ~~policy~~ issues. Reviews loss control activities and the county's annual Risk Management Summary. Reviews the status of county budgets during the year, hears and reviews budget requests from department heads, reviews year-end budgets, and makes recommendations regarding any budget surplus. Reviews monthly revenue/expenditure budget reports. Meets ~~the second and/or fourth Wednesday of the month~~ as needed.

911 Planning Committee (two commissioners~~, one alternate~~) – Discusses and reviews the county's 911 Plan, the Text-to-911 initiative and 911 backup. Meets as needed.

Committee minutes will only state those in attendance and the recommended action item.

B. Advisory Committees

Aquatic Invasive Species Advisory Board (two commissioners) – Reviews and discusses protocols for identifying and eradicating AIS is county lakes and rivers. Meets as needed.

Area Transportation Planning (one commissioner) – A meeting is typically held in Baxter or St. Cloud hosted by the Minnesota Department of Transportation. Meets from 8 a.m. to 10 a.m. the first Friday of each month.

~~**Bertram Chain of Lakes Advisory Board (two commissioners)** – A joint advisory board between Wright County and the City of Monticello discussing shared responsibilities for Bertram Chain of Lakes Park. Meets at 8 a.m. the first Friday of each month~~.

Central Minnesota Council on Aging (one commissioner) – An advisory committee that is run in conjunction with the Human Services Board and deals with issues related to the elderly population of Wright County. Meets ~~on the fifth Friday on months that have five Fridays~~ (approximately four times a year~~)~~.

Central Minnesota Economic Development 7W District Joint Powers Board (one commissioner~~, one alternate~~) – Coordinates and implements economic development activities in District 7W, which includes Benton, Sherburne, Stearns and Wright counties. The board typically meets twice a year.

Central Minnesota Emergency Services Board (one commissioner~~, one alternate~~) – Also known as the Regional Radio Board, it serves 19 counties and provides regional administration of emergency service-related functions. ~~Meets at 1 p.m. on the fourth Monday of every other month at St. Cloud City Hall.~~

Central Minnesota EMS Region Joint Powers Board (one commissioner~~, one alternate~~) – An 11-county regional board that promotes Emergency Medical Services and provides training to agencies in the district. The board is responsible for approving training and equipment grants. ~~Meets on the fifth Friday of months that have five Fridays, typically four times a year.~~

Central Minnesota Home Visiting Coalition (one commissioner) – An arm of the Human Services Board, the coalition provides the governing board for the Joint Powers Agreement (JPA) to implement evidence-based home visiting grant funds and related programming for a four-county region: Benton, Sherburne, Stearns and Wright. Per the JPA, the coalition meets a minimum of twice a year.

Commented [MM3]: Check on this one

Central Minnesota Jobs & Training Joint Powers Board/Workforce Center (one commissioner) – The board works to maintain the success and viability of the Workforce Center for unemployed residents. It provides oversight to the Workforce Investment Board, preserves local control efforts and supports the Central Minnesota Workforce Service Area (WSA) joint powers agreements.

Central Mississippi River Regional Planning Partnership (CMRP) (two commissioners) – A partnership between the cities and townships of Wright and Sherburne counties that border the Mississippi Rivers, including the cities on Monticello, Big Lake and Becker, as well as Monticello, Silver Creek, Becker and Big Lake Townships. The goal of CMRP is not only to get bridge crossing, but also looking to create a regional vision for economic development and growth, land use, environment/recreation, and infrastructure. Meets from 7:30 a.m. to 9:30 a.m. the last Thursday of each month at the Sherburne County Government Center in Elk River.

County Extension Service (two commissioners) – A cooperative effort between the county and the University of Minnesota's Extension Office to discuss issues and hear from educators on projects being planned. Meets the first Thursday of every month.

Delegates to the Association of Minnesota Counties (all commissioners) – Members serve as voting members for AMC in shaping policy and platform issues it wants to pursue from the State Legislature. Meets as needed.

East Central Joint Powers Board (one commissioner) – The board oversees the East Central Juvenile Correction Facility in Lino Lakes. The board meets quarterly at the facility in Lino Lakes.

Economic Development Authority (all commissioners) – The primary focus is the liquidation of county facilities that are being relocated leaving vacated buildings. Additionally, will assist cities and townships with related needs.

Economic Development Partnership Board (one commissioner) – Oversees the operation of the Wright County Economic Development Partnership, which promotes the growth of business in the county by attracting and recruiting businesses to locate in the county. Meets quarterly in various locations.

Emergency Management/Public Health Emergency Preparedness Workgroup (one commissioner) – A group that meets to discuss issues of natural disaster and public health concerns. Is an arm of the Human Services Board. Meets quarterly, as needed.

Energy Transition Advisory Committee (one commissioner) – Established by the legislature per MN Statute §116J.5492 the committee was charged with developing a statewide energy transition plan and to advise the governor, the commissioner, and the legislature on transition issues, established transition programs, economic initiatives, and transition policy. Meets the last Tuesday of the month.

Great River Regional Library Board (one commissioner~~, one alternate~~) – Oversees the operation of the seven-county library system that has numerous branches in Wright County. Meets at 7 p.m. on the third Tuesday of most (but not all) months at the GRRL hub facility in St. Cloud.

Highway 55 Coalition (two commissioners) – Lobbies for state and federal funding for improvements to Hwy. 55 – in and outside of Wright County. Meets quarterly on the third Friday of the month.

Historical Society (one commissioner) – Serves as an ex-officio member of the Wright County Historical Society Board of Directors. Meets at 1:30 p.m. on the third Wednesday of each month at the Historical Society building.

Human Services Advisory Committee (one commissioner) – An arm of the Human Services Board, the committee vets out issues for Health & Human Services, Public Health and HHS divisions. Meets as needed.

I-94 Coalition (one commissioner) – Seeks out funding for improvements and expansion of Interstate 94 in the portions that run through Wright County. Meets as needed.

Law Library Board (one commissioner) – Reviews and signs financial reports and approves the budget for the Law Library of the 10th Judicial District. Meets as needed.

Legislative Matters (all commissioners) – Meets with legislators that represent Wright County at the Minnesota Legislature and U.S. Congress to express the most pressing needs of the county. Meets as needed.

Local Emergency Medical Systems Council (one commissioner) – An arm of the Human Services

Board, the council discusses emergency preparedness, training and certification and receives updates on the status of local agencies. Meets at 7 p.m. the third Wednesday of the month in February, May, August and November.

Mentorship Education and Drug Awareness Coalition (one commissioner) – MEADA focuses on educating children on the dangers of drug use and approves grants for school programs. Meets bi-monthly at 4 p.m. on third Wednesday of the month at the Wright County Law Enforcement Center.

Mental Health Advisory Council (one commissioner) – An arm of the Human Services Board, it provides guidance of the mental health issues that arise in the county and how to combine county and advocacy groups to improve the delivery of mental health resources and services. Meets at 3:15 p.m. on the second Tuesday of the month at the Human Services Center.

MnDOT Policy Advisory Committee (PAC) (one commissioner) - Providing updates to policy makers and opportunities for cities and counties to provide feedback on the direction and findings of the study commissioned for the Northwest Metro Mississippi River Crossings Feasibility Analysis.

~~**Minnesota Rural Counties – (one commissioner, one alternate)** – Advocates issues of importance to non-metro counties and lobbies for state legislation to address those issues. Meets as needed.~~

Monticello Joint Planning Board (one commissioner) – A planning board for the transition area of Monticello Township that is being incorporated into the City of Monticello. Meets at 7:30 p.m. on the second Wednesday of the month when needed.

One Watershed One Plan Policy Committee (one commissioner) – Helps to implement the statewide plan to have identical watershed plans, which involve the North and South Fork of the Crow River. Meets as needed.

Opioid Settlement Advisory Council (one commissioner) – Established by the Minnesota Attorney General's Office when it joined the $26 billion multi-state settlement agreement with pharmaceutical distributors and opioid manufacturers. The settlement will bring $300 million to Minnesota counties and cities. The Opioid Settlement Advisory council is committed to reducing the negative impacts associated with opioid use disorders and will guide the spending of settlement dollars to save lives and prevent further damage. Meets the second Tuesday of each month.

Parks Advisory Board (one commissioner) – Helps advise the Parks and Recreation Department and makes recommendations to the county board on pressing issues that impact the county parks system. Meets at 6 p.m. the second Monday of every other month at the Public Works Building.

~~**Parks – Bertram Chain of Lakes Advisory Board (two commissioners)** – Helps advise the Parks and Recreation Department and makes recommendations to the county board regarding the Bertram Chain of Lakes. This board includes representation from the County, City of Monticello, Monticello Township, Monticello School District, as well as Wright County citizens. Meets as needed~~.

Planning Commission (one commissioner) - The commission hears petitions for Conditional Use Permits and can impose additional conditions that they may deem necessary to protect the interest of

the surrounding area or community. The commission also makes recommendations to the County Board of Commissioners regarding zoning amendments, both to the text of the ordinance and the zoning map. Meets one or two Thursdays a month at 7:30 pm in accordance with the calendar adopted at the January meeting.

Public Health Task Force (one commissioner) – An arm of the Human Services Board, the task force deals with issues related to Public Health, including programs, information campaigns and programs for needy residents. Meets at 9 a.m. on the second Monday of March, June, September and December.

Public Works Labor/Management (one commissioner~~, one alternate~~) – The committee works as a liaison between administration and the county labor force. Meets quarterly at 8:15 a.m. on the second Thursday in March, Jun, September, and December at the Public Works Building.

Region 7W Interagency Early Intervention Committee (one commissioner) – An arm of the Human Services Boards that deals specifically with the needs of children in the county. Meets as needed at the Daycare Center on Clearwater Road.

Region 7W Transportation (one commissioner) – Oversees and promotes federal and state road and bridge appropriations. Meets as needed at the MnDOT facility in St. Cloud.

Midwest Regional Crime Lab (one commissioner) – *Aka Tri-County or Midwest Regional Crime Lab***.** The committee reviews the lab's activities and operations, recommends budgets and staffing levels for the crime lab in Anoka County. Meets at 2 p.m. Tuesdays in April, August and December, alternating at Wright, Sherburne, and Anoka Counties.

Safe Communities of Wright County (one commissioner) – Develops education for residents on topics to reduce traffic crashes through education enforcement and engineering. Meets at 9 a.m. on the second Friday of every other month at the Wright County Law Enforcement Center.

Safe Harbor Task Force (one commissioner) – A pilot committee that works with the Minnesota Department of Health to create regional-specific Safe Harbor protocols and procedures to better serve youth who have been sexually exploited and/or trafficked.

State Community Health Services Advisory Committee (one commissioner) – An arm of the Human Services Board, the committee is a partnership of elected officials, community health directors, and state executives to discuss public health policies and practices. Meets quarterly at 10 a.m. on the third Friday of selected months at Amherst H. Wilder Foundation/Wilder Center in St. Paul or in Brainerd.

Trailblazer Joint Powers Board (one commissioner~~, one alternate~~) – Oversees public transit in Wright, McLeod and Sibley counties. Meets as needed at the Trailblazer facility in Buffalo.

Truancy Task Force (one commissioner) – Also known as the Children's Justice Initiative, this arm of the Human Services Board deals with Court Services for truancy/discipline issues with students. Meets as needed.

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The Turn Steering Committee (one commissioner) – Also known as Adult Drug Court, the advisory committee reviews and evaluates the Drug Court program and makes decisions on any necessary changes. The Turn was created to improve the lives of people with a history of chemical dependency at high risk to re-offend with a stringent program to reduce recidivism and cost to taxpayers. Meets quarterly in March, June, September and December, as needed.

Twin Cities Urbanized Area Boundaries (one commissioner) – Deals with issues related to urban growth of the seven-county metro area expanding into collar counties like Wright. Meets as needed.

Water Management Task Force (one commissioner) – Works on issues dealing with water quality of lakes and rivers and run-off issues. Meets at 8 p.m. the first Monday of each month at the Wright Soil & Water Conservation District building in Buffalo.

Wright County Area Transportation Advisory Board (two commissioners) – Formerly WCAT, this is a carryover committee that has largely been eliminated and incorporated into the Trailblazer Transit Joint Powers Board, but still takes input from municipalities dealing with specific transportation issues. Meets as needed.

Wright County Community Action Council (two commissioners) – Deals with Head Start programs, energy assistance and issues of importance to seniors in need. Meets at 6:30 p.m. on the second Tuesday of each month at the WCCA office in Maple Lake.

Wright County Multi-Jurisdictional Hazard Mitigation Planning Committee (one commissioner) – Plans in advance for emergency situations, responses and mitigation. Meets as needed.

Wright Soil and Water Conservation District (one commissioner) - Provides leadership in conservation and wise use of soil, water and related resources through a balanced program that protects, restores and improves those resources by utilizing education, regulation and incentive programs.

Alternates will not be formally appointed to advisory boards unless required by the organizational documents or bylaws of the advisory group.

C. Reimbursements

Individuals appointed by the Board to committees may receive a per diem reimbursement for attendance at regular or special meetings of such committees.

Some committees are funded separately from the County and dictate per diems through their specific operating rules or bylaws. Per diem levels are set by the County Board.

D. Attendance Policy

Attendance and residency criteria are guided by each committee and advisory board by the rules or bylaws they follow.

E. Resignations

It is the responsibility of each committee chair to inform County Administration of any resignations or vacancies. Administration will then initiate the process of filling the vacancy.

F. Ex-Officio Members

Ex-officio members on any committee are non-voting members.

~~VI.~~VII. County Board Official Records

The Administration Office shall prepare the official minutes of each Board meeting. Board meeting minutes shall be kept in accordance with all provisions of statute to provide an accurate record of County Board actions. The record is not intended to be a verbatim transcript of all discussion and debate; the record is primarily a compilation of official actions.

The minutes of the County Board meeting shall be prepared and submitted for approval at the next succeeding County Board meeting. Official proceedings of County Board meetings shall be published in the official County newspaper, per Minnesota Statute §375.12 and are available on the Wright County website at www.co.wright.mn.us under Agendas and Minutes. Minutes shall be retained per State Record Retention requirements.

~~VII.~~VIII. Annual Budgeting Process

The formal budgeting process provides the mechanisms where key decisions are made regarding the levels and types of services to be provided, given the anticipated level of available resources.

The County Board will recognize efforts by Departments to increase value and improve efficiencies during the budget year, and encourage short-term and long-range planning as a proactive measure when faced with service demands and federal/state funding shortfalls.

The County Board's goal is to approve a budget that is balanced in terms of the total available resources equaling the projected use of funds.

The budgeting process begins in late to mid-May when the County Board identifies budgetary targets. These targets can be based on current financial conditions, future priorities, and current and future initiatives. This information assists in guiding department heads to develop their proposed preliminary budgets that will be presented to the Board in August.

In September, the preliminary budget is finalized and adopted at a time the Board sets for a public meeting, in late November or early December where the preliminary budget is presented. The final budget must be approved in December, and includes the certification of the final tax levy to the State.

The County has adopted Finance Policies, where further details relative to the annual budgeting process and expectations can be found. (Finance Policy)

XII. Data Practices

As a governmental entity, Wright County is subject to Minnesota Statutes, Chapter 13, also known as the Minnesota Government Data Practices Act. This chapter regulates the collection, storage, maintenance, dissemination, and access to government data. Government data includes all data collected, created, received, maintained or disseminated by the County regardless of its physical form, storage media or conditions of use.

Data held by the County which identifies an individual or individuals can be classified as either public, private or confidential. When data is classified as public, it is available to anyone upon request. When data is classified as private, only the data subject(s), or someone given written permission by the data subject(s), can access the data. When data is classified as private or confidential, County personnel with a need to access the data may do so.

There is a presumption that, unless otherwise classified, government data is available to the public. However, much of the data held by certain County departments, such as Health and Human Services, is private or confidential data on individuals. An example of confidential data is data collected as part of an active investigation by the County Sheriff's Office or by Health and Human Services. Once such an investigation is no longer active, the data usually becomes either public or private, depending on the type of data.

Correspondence between a Commissioner and a constituent, or any other individual who is acting on their own behalf and not acting on behalf of a company or organization, is classified as private data. However, that correspondence may be made public by either the sender or the recipient.

Some data on individuals, as well as data of companies or organizations, is protected under the Minnesota Government Data Practices Act. It is imperative that the County protect the security of the data it holds, as well as the privacy rights of individuals, companies, and organizations. The County can incur civil liability for violations of the data practices laws. In addition, willful violation of such laws can be criminally prosecuted and can constitute just cause for suspension without pay or dismissal of a public employee.

The County Administrator is the responsible authority for most County departments. The County Attorney's Office provides advice and assistance to the County Administrator and all County departments on data practices issues. As a commissioner, if you receive requests for data, you should direct the requestor to the Department of Administration's Requests for Public Data webpage. If you have questions dealing with data practices, please contact the County Administrator, the County Records Manager, or the County Attorney's Office.

XIII. Records Management - Retention of Records

Wright County has a complete Records and Data Management Policy. Wright County is required by law to maintain a complete and accurate record of all county transactions and affairs. State laws govern the creation, maintenance, and destruction of county records and the public's right to access government data. The purpose of this policy is to define how those laws relate to Wright County, its employees, and the public.

Records management is an important part of county administration. County records document the actions of a county and have historical significance. Failing to properly manage records can have serious consequences for Wright County. Improperly managed records make it difficult to conduct county business and could result in flawed decision-making. Mismanagement of records, that causes a failure to respond appropriately to a data request, can result in administrative, civil, and criminal penalties. The inability to produce relevant records when a county is involved in litigation, could result in monetary penalties or even a default judgment against the county. For these reasons, proper management of county records is vital.

In addition to paper records, counties are increasingly producing records electronically. Electronic records include electronically created documents, emails, text messages, digital photographs, maps, video and audio recordings. Government records that are created and stored electronically are deemed official records, and laws governing creation, retention, destruction, and public access to paper documents apply equally to electronic records. Any destruction of paper or electronic records must be documented and this documentation is kept as a permanent record.

Minnesota state statute Chapter 13 Government and Data Practices drives all records management for Wright County. Refer to Wright County Retention Schedule for further guidance on records that are private and what is public; this also gives guidance on how long we need to keep records. Additional training to help give guidance on email, records repositories, and defining county records can be found at the following link under the topic "Commissioner Training" for the most recent year.

The main expectations for Records Management within the county is to keep and properly maintain any items that are defined on the records retention schedule. These items have been identified as records that need to be saved for a pre-determined length of time. For additional guidance or questions, you may email the Records Manager.

XIV. Media Policy

From time to time, you may be asked to take part in a media interview. In most instances, these requests are innocuous, seeking a quote to go along with a news or feature story. However, there may be instances, such as the 2017 data breach, where media contacts may be more adversarial in nature. In those instances, there are some guidelines Commissioners should follow.

They include:

- Anticipate that any media member calling you for comment is recording that conversation because, in almost all instances, it will be recorded.
- Keep answers short and to the point. Don't be evasive but answer the questions as concisely as possible. Embellishing an answer can often send out the wrong message and lead to follow-

up questions that can make you seem evasive if you try to step back from a comment after providing extraneous information.

- Be friendly, but don't view the media as your friend. Their job is to dig up information (good or bad) and they're using you to do so.
- If you don't know an answer, don't guess or speculate. Admit you don't know the answer to that question and tell the reporter, "I will try find the answer to that question and will follow up with you when I find it."
- Unless you specifically state that you are expressing your own opinion, any comment you make will likely be deemed to be the opinion of the county board as a whole. Be careful not to make statements that may come back on the board.
- Choose your words carefully. We live in a litigious society and people are always looking to sue for monetary gain. Anything you say to a media member that is disseminated to the public can be used against you if the event of litigation.
- If you are aware an interview is coming and have concerns about the questions that may be asked, reach out to the County Attorney's Office, Administration and/or the Communications Specialist. They can provide you with valuable guidance on how to answer questions that have the potential to be misconstrued.
- You have the right not to answer questions. Saying "No comment" is a buzz phrase that often implies some sort of guilt, so try to avoid that. Saying something like, "I don't have an answer to that" or "I'm not going to get into that discussion" make the same point and is, in fact, a comment to the question. It may not be the answer the media member wants, but you're not in a courtroom when being questioned and aren't under any obligation to comment if you don't want to.

If you have any concerns heading into an interview, reach out to those who may be able to provide guidance to you. The more prepared you are heading into what may be an adversarial interview seeking your comment, the better you can handle uncomfortable situations.

XV. Personnel Policies

The County Board establishes personnel policies that are administered by the Administration Office.

The policies include but are not limited to the following:

1. Recruiting, selecting, and advancing on the basis of an employee's relative ability, knowledge, experience and skills.
2. Providing equitable and adequate compensation, both in salary and benefits, based on comparable work and pay equity.
3. Training to assure continued growth of knowledge and skill in the employee's area of expertise; and for maintaining a high level of service to Wright County residents.
4. Retaining on the basis of satisfactory performance, correcting unsatisfactory performance, and terminating employees with continued unsatisfactory performance.
5. Assuring fair and equitable treatment of all employees and applicants in all aspects of

personnel administration and employment without regard to race, age, gender, marital status, sexual orientation, political affiliation, color, creed, religion, ethnicity, national origin, disability, and public assistance status with regard to the individual's privacy and constitutional rights as citizens, see Policy 102.01, Recruitment and Selection.
6. Assuring that the best interests of Wright County citizens are being served.

XVI. Voice Mail User Guide

The Voice Mail User Guide will provide you with instructions on how to log into your voicemail box while in the office as well as when out of the office; how to retrieve message, recover deleted messages, and record personal greetings. This document can be found on the County's SharePoint site: https://wrightnet.co.wright.mn.us/departments/administration/AdminDocs/Forms/Policy.aspx

XVII. Expense Reports – Commissioners Reimbursement Process

Commissioners can request reimbursement for a variety of expenses. Please review the County's Personnel Policy, Section 506 for guidance on what is and what is not a reimbursable event.

- Complete the Commissioner's Expense Reimbursement Form
  - Expenses must be incurred and supported
  - Receipts must be attached for non-mileage related reimbursements
- Submit the completed form to Payroll (Auditor/Treasurer's Office).

~~VIII.~~IX. Acronyms – County Board Related

ACSIC	As Constructed and Subsequently Improved Condition
AIS	Aquatic Invasive Species
AMC	Association of Minnesota Counties
BCA	Bureau of Criminal Apprehension
BCOTW	Budget Committee of the Whole
BOA	Wright County Board of Adjustment
BWSR	Board of Water & Soil Resources
CAFR	Comprehensive Annual Financial Report
CAMA	Computer Aided Mass Appraisal (Assessor's Office)
CD	County Ditch
CIP	Capital Improvement Plan
CMRP	Central Mississippi River Regional Planning Partnership
COOP	Continuance of Operation Plan / Ask Continuity of Operations
COTW	Committee of The Whole (all Board members)
CRWD	Clearwater River Watershed District
CSAH	County State Aid Highway
CUP	Conditional Use Permit
DAV	Disabled American Veterans

DNR	Department of Natural Resources
EAW	Environmental Assessment Worksheet
EDP	Economic Development Partnership
EIS	Environmental Impact Statement
EMAC	Emergency Management Advisory Committee
EMS	Emergency Medical Services
ERP	Enterprise Resource Planning
GIS	Geographic Information System
Greater MSP	Greater Minneapolis Saint Paul Regional Economic Development Partnership
GRRL	Great River Regional Library
HHS	Health & Human Services

HSIP	Highway Safety Improvement Plan
I-94	Interstate 94
IEIC	Region 7W Interagency Early Intervention Committee
IT	Information Technology
JPA	Joint Powers Agreement
MCIT	Minnesota Counties Intergovernmental Trust
MEADA	Mentorship Education and Drug Awareness Coalition of Wright County
MnCCC	Minnesota Counties Computer Cooperative
MnDOT	Minnesota Department of Transportation
MPCA	Minnesota Pollution Control Agency
MPELRA	Minnesota Public Employees Labor Relations Association
MSAS	Municipal State Aid Street
North Fork Crow1W1P	North Fork Crow One Watershed One Plan
NRCD	Natural Resources Conservation District
PC	Planning Commission
PHEP	Public Health Emergency Preparedness
PID	Parcel Identification Number
PUC	Public Utilities Commission
RFBA	Request For Board Action Form
RFP	Request For Proposal
SCHSAC	State Community Health Services Advisory Committee
SCWC	Safe Communities of Wright County
SRO	School Resource Officer
STIP	Statewide Transportation Improvement Program
SWCD	Soil & Water Conservation District
SWMP	Solid Waste Management Plan
TCOTW	Transportation Committee Of The Whole (all Board members)
TH	Trunk Highway
TIF	Tax Increment Financing
WCA	Wetland Conservation Act
WCAT	Wright County Area Transit
WCCA	Wright County Community Action
WCEDP	Wright County Economic Development Partnership
WMA	Wildlife Management Area
WRIP	Wright Regional Inspection Program

~~IX.~~X. Acronyms – Health and Human Services Related

AA	Alcoholics Anonymous

ABAWD	Able Bodied Adults without Children
ABE	Adult Basic Education
AC	Alternative Care program
AC#	Application Case Number
ACA	Affordable Care Act
ACCESS	Access to Child Care for Educational Support and Success
ACP	Arrearage Collection Project
ACS	Agency Collection System
ACT	Assertive Community Treatment
ADC	Adult Day Care
ADHD	Attention Deficit Hyperactivity Disorder
ADL	Activities of Daily Living
AFC	Adult Foster Care
AFCARS	Adoption and Foster Care Analysis and Reporting System
AILS	Assistance in Independent Living Skills
AIW	Automatic Income Withholding
ALP	Assisted Living Plus
ALS	Assisted Living Services
ALS	Adolescent Living Skills
AMH	Adult Mental Health
AMPP	Arrears Management Prevention Policy
AMSSA	Association of Minnesota Social Service Accountants
APS	Adult Protection Services
APTC/CSR	Advanced Premium Tax Credit/ Cost Sharing Reduction
ARMHS	Adult Rehabilitative Mental Health Services
AS	Adult Services
BAC	Blood Alcohol Content
BCA	Bureau of Criminal Apprehension, State of Minnesota
BC/BS	Blue Cross/Blue Shield
BI	Brain Injury
BIW	Brain Injury Waiver
BIA	Bureau of Indian Affairs
BIP	Benefits Information Portal
BP	Blue Plus
BPD	Borderline Personality Disorder
BRASS	Budgeting, Reporting & Accounting for Social Services
BSF	Basic Sliding Fee
C&TC	Child and Teen Checkups
CA	Case Aide
CABHS	Child and Adolescent Behavioral Health Services
CAC	Community Alternative Care
CADI	Community Access for Disability Inclusion
CAFAS	Child & Adolescent Functional Assessment Scale
CAPTA	Child Abuse Prevention and Treatment Act

CARE	Community Addictions Recovery Enterprise
CAREFACTS	Computer software used in Public Health
CASII	Child and Adolescent Service Intensity Instrument
CB	County Burial
CBHH	Community Behavioral Health Hospital
CBT	Computer Based Training
CC	Child Care
CCAP	Child Care Assistance Program.
CCDTF	Consolidated Chemical Dependency Treatment Fund
CCF	County Crisis Fund
CCL	Child Care Licensing
CCR&R	Child Care Resource and Referral
CD	Chemical Dependency
CDC	Center for Disease Control
CDCS	Consumer Directed Community Supports
CEI	Cost Effective Insurance
CEJ	Continuous Exclusive Jurisdiction
CEP	Common Entry Point
CFC	Child Foster Care
CFFS	Community First Services and Supports
CFR	County of Financial Responsibility
CFSR	Child and Family Service Reviews
CHIP	Children's Health Insurance Program
CHIPS	Child in Need of Protection or Services
CMCOA	Central Minnesota Council on Aging
CMH	Children's Mental Health
CMJTS	Central Minnesota Jobs and Training Services
CMMHC	Central Minnesota Mental Health Center
CMS	Centers for Medicare and Medicaid Services
COA	Chart of Accounts
COFARS	County Financial Accounting and Reporting Standards
COLA	Cost of Living Adjustment
CommUNITY	Adult Mental Health Initiative for Stearns, Sherburne, Benton & Wright
CP	Custodial Parent
CPP	Concurrent Permanency Planning
CPS	Child Protective Services
CRT	County Crisis Response Team
CS	Children's Services
CSED	Child Support Enforcement Division
CSP	Community Support Program
CSR	Client Summary Report (Social Services)
CTSS	Children's Therapeutic Services and Supports
CW	Child Welfare
CWB	Child Well Being

CW-TCM	Child Welfare-Targeted Case Management r
DA	Diagnostic Assessment
DAANES	Drug and Alcohol Abuse Normative Evaluation
DD	Developmentally Disabled
DHS	Department of Human Services
DJT	Department of Jobs & Training.
DRG	Diagnosis Related Group Classification System
DOC	Department of Corrections
DOC	Difficulty of Care
DOD	Date of Death
DRA	Deficit Reduction Act
DSM	Diagnosis and Statistical Manual for Mental Disorders, 5th Edition
DT&H	Day Training & Habilitation
DWP	Diversionary Work Program
EA	Emergency Assistance
EAP	Employee Assistance Program
EBD	Emotional Behavior Disorder.
EBP	Evidenced Based Practice.
ECRJC	East Central Regional Juvenile Center
ECS	Essential Community Supports. Funding
ED	Emotionally Disturbed
EDMS	Electronic Document Management System
EFC	Extended Foster Care
EHDI	Early Hearing Detection and Intervention
EHM	Electronic Home Monitoring
EL	Extraordinary Level
EMSA	Emergency Minnesota Supplemental Aid
EPD	Employed Persons with Disabilities
EPSDT	Early Prevention Services Diagnostic Treatment
ESFA	Elementary and Secondary Education Act
ESI	Employer Sponsored Insurance
ESL	English As A Second Language
ETO	Efforts to Outcomes
EW	Elderly Waiver
FA	Financial Assistance
FA	Functional Assessment
FAS	Financial Assistance Supervisor
FBS	Family Based Services
FC	Foster Care
FCSP	Family Community Support Plan
FCSS	Family Community Support Services
FEIN	Federal Employer Identification Number
FFP	Federal Financial Participation
FGDM	Family Group Decision Making

FH	Foster Home
FMLA	Family Medical Leave Act
FNS	Food and Nutrition Service
FPG	Federal Poverty Guidelines
FPL	Federal Poverty Level
FPSP	Family Planning Special Projects Grant
FS	Family Services
FS	Financial Services
FSA	Family Service Aide.
FSE	Fiscal Support Entity
FSET	Food Support Employment & Training -
FSG	Family Support Grant
GA	General Assistance
GA-EA	General Assistance-Emergency Assistance
GAL	Guardian ad Litem
GAMC	General Assistance Medical Care
GED	Graduate Equivalency Diploma
GGK	Growing Great Kids
GRF	Group Residential Facility
GRH	Group Residential Housing
HCAPP	Health Care Application
HCBS	Home and Community Based Services
HCBW	Home and Community Based Medicaid Waiver
HCFA	Health Care Financing Administration
HCPC	Health Care Procedure Codes
HDM	Home Delivered Meals
HHA	Home Health Aide
HIPAA	Health Insurance Portability and Accountability Act
HIV/AIDS	Human Immunodeficiency Virus/Acquired Immunodeficiency Syndrome
HMO	Health Maintenance Organization
HRA	Housing Redevelopment Authority
HRF	Household Report
HHS	Health & Human Services
HS	Human Services
HSC	Human Services Center
HUD	Housing and Urban Development.
IA	Insurance Affordability
IAP	Insurance Affordability Programs
IC	Integrated Case
IC#	Integrated Case Number
ICD-10	International Classification of Diseases
ICE	US Immigration and Customs Enforcement
ICF	Intermediate Care Facility
ICF/DD	Intermediate Care Facility/Developmental Disability

IFCSP	Individual Family Community Support Plan
ICP	Individual Care Plan
ICPC	Interstate Compact on the Placement of Children
ICRS	Intensive Community Rehabilitation Services
ICSP	Individual Community Support Plan
ICWA	Indian Child Welfare Act
IEIC	Interagency Early Childhood Intervention Committee
IEP	Individual Education Plan
IEVS	Income and Eligibility Verification System
IHP	Individual Habilitation Plan
IIIP	Interagency Individual Intervention Plan
ILS	Independent Living Skills
IMD	Institution for Mental Disease
IPI	Immunization Practices Improvement
IPP	Individual Program Plan
IRT	Intensive Residential Facility
ISP	Individual Service Plan
ITP	Individual Treatment Plan
JTPA	Job Training Partnership Act
LAA	Legacy Adoption Assistance
LCTS	Local Collaborative Time Study
LD	Learning Disabled/Disability
LEC	Law Enforcement Center
LENM	Local Epidemiology Network of Minnesota
LEP	Limited English Proficiency
LFC	Legacy Foster Care
LNDX	Licensed Provider Index
LOCUS	Level of Care Utilization System
LPHA	Local Public Health Association
LSS	Lutheran Social Service
LSSA	Local Social Service Agency
LTC	Long-Term Care
LTCC	Long Term Care Consultation
LTFC	Long Term Foster Care
MA	Medical Assistance (Medicaid or Title XIX)
MA-AD	Medical Assistance-Aid to the Disabled
MA-Bl	Medical Assistance-Aid to the Blind
MA-ED	Medical Assistance - Elderly Disabled
MA-EPD	Medical Assistance for Employed Persons with Disabilities
MA-ID	Medical Assistance-Identification Card
MA-PW	Medical Assistance - Pregnant Women
MAARC	Minnesota Adult Abuse Reporting Center
MACSSA	Minnesota Association of County Social Service Administrators
MAGI	Modified Adjusted Gross Income

MAPCY	Minnesota Assessment of Parenting for Children and Youth
MARN	Minnesota Adoption Resource Network
MAWSECO	Meeker and Wright Special Education Cooperative
MAXIS	Master computer system - track, record, and monitor all public assistance benefits
MBA	Minnesota Board on Aging
MCE	Minnesota Collection Enterprise
MCF	Minnesota Correctional Facility
MCH	Maternal and Child Health
MCHA	Minnesota Comprehensive Health Association
MCO	Managed Care Organization (may replace HMO)
MCRE	Minnesota Care
MDH	Minnesota Department of Health
MEADA	Methamphetamine Education and Drug Awareness
MEC	Minimum Essential Coverage
MEC2	Child Care Assistance computer system for processing child care
MDES	Minnesota Electronic Disease Surveillance System
MFIA	Minnesota Fraud Investigator's Association
MFIP	Minnesota Family Investment Plan
MFIP-CC	Minnesota Family Investment Program-Child Care
MFIP-TY	Minnesota Family Investment Program-Transition Year
MFPP	Minnesota Family Planning Program – also known as the 1115 MA Waiver
MFSRC	Minnesota Family Support and Recovery Council
MGA	Minnesota Government Access
MGD	Minnesota Grant Diversion for MFIP
MH	Mental Health
MHAC	Mental Health Advisory Council
MHCP	Minnesota Health Care Program
MHM	Moving Home Minnesota
MHP	Mental Health Practitioner / Mental Health Professional
MI	Mental Illness
MI & D	Mentally Ill and Dangerous
MIIC	Minnesota Immunization Information Connection
MIS	Management Information System
MITH	Minnesota Intensive Treatment Homes
MMB	Minnesota Management and Budget
MMIS	Medicaid Management Information System
MNCARE	MinnesotaCare
MnCHOICES	Automated, comprehensive and person-centered assessment and support planning application for long-term services and supports.
MN/DHO	Minnesota Disability Health Options
MN/DOT	Minnesota Department of Transportation
MNET	Minnesota Non-Emergency Transportation
MnPD	Minnesota Permanency Demonstration Project

MNsure	Central insurance marketplace for Minnesotans
MnVFC	Minnesota Vaccines for Children
MNYTD	Minnesota Youth in Transition Database
MOE	Maintenance of Effort
MP	Minor Parent
MSA	Metropolitan Statistical Area
MSA	Minnesota Supplemental Assistance
MSC+	Minnesota Senior Care Plan
MSHO	Minnesota Senior Health Options
MSP	Medicare Savings Program
MSRS	Minnesota State Retirement System
MSSA	Minnesota Social Service Association
MTM	Medical Transportation Management
NAA	Northstar Adoption Assistance
NACAC	North American Council on Adoptable Children
NASW	National Association of Social Workers
NCANDS	National Child Abuse and Neglect Data System
NCAST	Nursing Child Assessment Satellite Training
NCP	Non-custodial Parent
NF	Nursing Facility
NFP	Nurse Family Partnership
NKA	Northstar Kinship Assistance
NOD	Notice of Determination
Non-MAGI	Individuals whose eligibility is not subject to "modified adjusted gross income"
NPA	Non Public Assistance
OAH	Office of Administrative Hearings
OFP	Order for Protection
OHP	Out-of-Home Placement
OHPP	Out-of-Home Placement Plan
OMB	Office of Management and Budget
PA	Public Assistance case
PACER	Parent Advocacy Coalition for Educational Rights
PART H	Early Intervention Program for Infants & Toddlers with Disabilities.
PAS	Pre-Admission Screening
PAS/ARR	Preadmission Screening-Annual Resident Review
PCA	Personal Care Assistant.
PCPO	Personal Care Provider Organization
PDC	Product Delivery Case
PDF	Portable Document Format
PDN	Private Duty Nursing
PDP	Prescription Drug Program
PERS	Personal Emergency Response Services
PH	Public Health

PHEP	Public Health Emergency Preparedness
PHI	Protected Health Information
PHN	Public Health Nurse
PIPE	Partners in Parenting Education
PMAP	Prepaid Medical Assistance Program.
PMC	Parent of a Minor Caretaker
PMI	Person Master Index
PO	Probation Officer
PPO	Preferred Public Office
PPS	Prospective Payment System
PRISM	Providing Resources to Improve Support in Minnesota
PRO	Peer Review Organization
PSOP	Parent Support Outreach Program
PTMA/PTYMA	Potential Transitional Medical Assistance/Potential Transition Year Medical Assistance
PTSD	Post Traumatic Stress Disorder
QDDP	Qualified Developmental Disabilities Professional
QHP	Qualified Health Plan
QMB	Qualified Medicare Beneficiary
RCA	Relative Custody Assistance
RCS	Residential Care Services
RFI	Request for Information
RFP	Request For Proposal
RMA	Refugee Medical Assistance
ROP	Recognition of Parentage parentage.
RPM	Revenue Processing Module
RR	Revenue Recapture
RRP	Refugee Resettlement Program
RRS	Regional Resource Specialist
RSC	Regional Services Center for the Hearing
RSC	Relocation Service Coordination.
RSDI	Retirement, Survivors, Disability Insurance
RTC	Regional Treatment Center (state hospital)
Rule 79	Minnesota Rule pertaining to case management of mentally ill clients and severely emotionally disturbed children (SED).
RUM	Refugee Unaccompanied Minor.
SA	Service Arrangement
SACWIS	Statewide Automated Child Welfare Information System
SAE	State Adoption Exchange
SAIL	Senior Agenda for Independent Living
SAIL	Support and Advocacy for Independent Living
SAU	State Adoption Unit
SBS	Shaken Baby Syndrome
SDM	Structured Decision Making

SDS	Service Delivery System
SEA	Support Enforcement Aide
SEAGR	Social Services Expenditure and Grant Reconciliation
SED	Severely Emotionally Disturbed
SELF	Support for Emancipation and Living Functionally
SEP	Supported Employment Program
SFY	State Fiscal Year - July 1st through June 30th
SHIP	State Health Improvement Plan
SIDS	Sudden Infant Death Syndrome
SIL	Supervised Independent Living
SILS	Semi-Independent Living Services
SIR	Secure Information Repository
SLMB	Service Limited Medicare Beneficiary
SNAP	Supplemental Nutrition Assistance Program. (previously known as Food Stamps.)
SNF	Skilled Nursing Facility
SOBRA	Second Omnibus Reconciliation Act of 1986.
SOS	Signs of Safety
SOS	State Operated Services
SPA	State Planning Agency
SPMI	Serious and Persistent Mental Illness
SS	Social Services
SSA	Social Security Administration
SSDI	Social Security Disability Insurance
SSI	Supplemental Security Income
SSIS	Social Service Information System
SSN	Social Security Number
SSS	Social Services Supervisor
SSTS	Social Service Time Study
SW	Social Worker
SWNDX	Statewide Index with the Social Services Information System
SWS	Social Welfare System
SX	Symptoms
TANF	Temporary Assistance for Needy Families
TAP	Telephone Assistance Plan
TAPPP	Teenage Pregnancy Prevention and Parenting Program
TCM	Targeted Case Management
TEFRA	Tax Equity and Fiscal Responsibility Act of 1982
TDD	Telephone Device for the Deaf
THV	Trial Home Visit
TIP	Targeted Intervention Program
TPL	Third Party Liability
TPLPC	Transfer of Permanent Legal and Physical Custody
TPR	Termination of Parental Rights

TX	Treatment
TY	Transition Year
UA	Urinalysis
UBS	United Behavioral Services
UCARE	Minnesota UCare
UIFSA	Uniform Interstate Family Support Act
VA	Vulnerable Adult
VCA	Vulnerable Children and Adults Grant –
VOA	Volunteers of America
VPA	Voluntary Placement Agreement
VPC	Virtual Presence Communication
WCCA	Wright County Community Action
WCHHS	Wright County Health & Human Services
WCSO	Wright County Sheriff's Office
WG	Work group
WIC	Women, Infants and Children: Wright County Community Action nutrition program.
WOW	Wellness on Wheels

So You Want to Be a County Commissioner?

A publication of the Association of Minnesota Counties.

Citizens depend on county government more today that ever before. This makes it especially important that county commissioners not only be qualified for the office, but dedicated to it as well. This overview is intended to explain some of the responsibilities of a county commissioner and answer some of the questions you may have during your first few months in office.

County Commissioners in Minnesota

County Commissioners in Minnesota come from a variety of backgrounds: teachers, farmers, business people, lawyers and homemakers have all been elected as county commissioners. Each brings to the office his/her personal expertise and individual areas of interest. Once in office, most county commissioners find they must build on these interests.

There are many state and federal laws, rules and regulations that affect what counties can and cannot do, as well as the why and how of they way they *must* do it. In addition, changing county needs must be dealt with and weighed in relationship to county budget constraints and resources.

To stay current with topics/issues facing your county, be sure to:

- Read the information provided to you by your county auditor, administrator, department heads and others.
- Read the *Minnesota Counties* newspaper and AMC UPDATE, published by the Association of Minnesota Counties (AMC).
- Attend meetings sponsored by AMC and the National Association of Counties (NACo).
- Talk to your state and federal representatives, as well as your constituents.

The better informed you are, the better decisions you will make as a county commissioner.

Some Powers and Responsibilities of the County Board

- Provide for law enforcement and correctional services in the county.
- Plan and provide for parks, playgrounds and other recreational facilities.
- Build and maintain storm water collection systems and drainage ditches.
- Develop and enforce building codes.
- Store, purify and distribute water.
- Provide for the protection of the general health and welfare of county residents.
- Promote economic and industrial development.
- Administer and provide human services and income maintenance programs.
- Undertake comprehensive planning, zoning and development controls.
- Provide emergency management.

*Because some other county officials are elected directly by the people of the county, county commissioners cannot directly control all county policies. Even though the county board has budget oversight for these offices, county commissioners have little say in how they operate. County commissioners (as well as citizens) need to understand that their power is limited in this way. Some of the other elective offices of county government are county attorney, county auditor, county treasurer, county

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recorder, county sheriff and coroner. Also, school systems in Minnesota operate independently of the county government; the county commissioner does not exercise control over its local school districts, school board or school tax levy.

Some of the Problems Facing County Government Today

Mandates

As a new commissioner, one of the first things that you will discover is that many decisions affecting your term of office have already been made. One reason for this involves the issue of mandates.

Mandates are legal requirements imposed by federal and state governments. Local government mandates are often passed without funding by state and federal lawmakers. In these cases, local governments may have to pay the cost of implementing the mandate. Some examples of unfunded mandates are those setting requirements for waste management, pollution control, treatment of prisoners, providing court-appointed legal representation for those citizens who cannot afford it, voter registration, public health, welfare and social services, and training for various licensed personnel.

When commissioners begin working on the county budget, many of the expenditures have already been determined by mandates that must be met by certain deadlines. Because the end-of-year budget must balance, only a portion of the budget is left to pay for everything else that county citizens want. Make sure you know what is legally mandated by the state and federal government before promising to eliminate certain programs and services—the decision may not be yours to make!

When you look at the types of services that counties choose to provide, you see that no two counties provide exactly the same set of services. Rather, each provides its own unique mix of a broad range of services, including street maintenance, garbage pick-up, landfills, hospitals, libraries, parks and recreation, police and fire protection and water and sewer facilities. For some counties, providing such services is relatively new and reflects the shifting and expanding responsibilities counties and county commissioners must undertake.

Revenue Sources

Raising the revenue to pay for all the services that county government performs is one of the biggest challenges facing county commissioners. Citizens often expect government to deliver more and better services to meet challenging community needs but they are rarely enthusiastic about paying the bill. Because raising taxes is never popular, counties are always looking at ways to spread the tax burden by expanding their sources of revenue or finding new ones to keep up with increasing demands. Minnesota law limits the opportunities that counties have to raise revenue, so commissioners are not always free to take any approach that seems attractive. The county property tax accounts for about 38 percent of all county resources. At the same time, commissioners need to find ways to conduct government business more efficiently and eliminate waste so that tax dollars are spent wisely.

Liability

County commissioners can be held personally responsible for official actions they take. For example, a commissioner could be sued in response to injuries resulting from the enforcement of a county policy or custom, even when the policy is carried out in good faith. The good news is that, when proper procedures are followed, the likelihood of public officials winning such liability suits is excellent.

A good approach to minimize this problem is to learn the basic procedures for reducing or eliminating the possibility of successful suits against the county or its officials. The Minnesota Counties

Intergovernmental Trust (MCIT) and the Association of Minnesota Counties provide opportunities to attend workshops on this subject. Written materials on this subject are available as well. And don't forget to go to your county attorney with questions and concerns!

Minnesota counties face many varied issues on a day-to-day basis. These issues range from controlling the county profits, tax levy and how to deliver social and human services.

How to Spend Your Time

For most commissioners, the office of county commissioner is a part-time job. Although the salary is consistent with this provision, the actual time spent on commission duties may seem like a full-time job. The number of hours per day or week varies widely depending on your county and the number of committees or organizations you elect to get involved with as a commissioner. Make sure you take time to get acquainted with the various aspects of the job, learning about the issues as well as the day-to-day process, and how to juggle all the new activity in the context of family and job demands. The following are a few important things to spend time on as a county commissioner.

Talking with constituents is a big part of the job. They call you at home trying to influence your vote on upcoming issues, collar you at the movies to complain about the property tax, or expect you to help them solve a drainage problem on a Sunday afternoon. Being a good county commissioner means being available and responsive to constituents and their needs. After all, they elected you to office and are, in effect, your "bosses." So plan time to get out in the community and listen to constituents when they approach you with issues and concerns. As an elected representative, you have to make decisions that are in the best interest of the entire county, and keeping up on what's going on in the county is the best way to help you make informed decisions.

Attending meetings will take time, too. Plan your schedule to allow time for regular meetings as well as special work sessions, special meetings and public hearings. Then make time to attend "unofficial" gatherings in your community, like pancake breakfasts and fish fries.

Gathering information is crucial to making good decisions and being an effective county commissioner. This takes time but is well worth the investment! Make sure you utilize all the resources available to you, including your county staff, other county officials, libraries, professional associations and organizations, and the Association of Minnesota Counties.

Learning about issues and developing reasons for why you support/view issues the way you do is also very important. Always remember that other people have valid reasons for their positions. Once you know where they stand and why, you will be in a better position to discuss the issue, persuade your peers to join you in the vote, and know in which areas you are willing to compromise. Remember that, as a commissioner, you are part of a team and little can be accomplished without the support of others on your team.

Making an effort to communicate with other county officials is worth the time it requires. You have to approve the budgets for all of these offices, and knowledge of their functions and responsibilities will help you get things done in the long run and will help you become a knowledgeable leader.

Communicating with and educating your constituents should be a high priority. Time should be spent working with the media, holding public hearings, maybe even issuing a newsletter to make sure the public knows what you're doing and why.

Get to know the county administrator or coordinator. This person reports directly to the Board and is responsible for carrying out your decisions. The administrator or coordinator is a vital member of the management team.

Of the different levels of government, local government has the most immediate effect on people's lives because it's so close to where they live. Citizens are apt to participate more directly in local government because their elected officials are so readily accessible. This means that you, as a county commissioner, must make sure that you are accessible to constituents. It also means dealing with people's immediate problems, such as getting a ditch cleaned or pothole filled, in addition to the larger issues of the county.

It is important to remember that your decisions as a county commissioner have a direct impact on county residents. The things that you do will have a noticeable and lasting impact on the county and people will associate you with little community improvements, such as the installation of stop signs on a corner, as well as the problems that were not dealt with, or not dealt with properly. Just remember: make responsible decisions that are in the best interest of your community. That is how to be a true public servant and leader.

County Government as a Business

You may find it helpful to think of government as being similar to a business. A private business has the objectives of operating efficiently, providing consumers with the goods or services they demand, and making a profit. In the same way, a government seeks to operate efficiently and provide citizens with the services they want. While government is not interested in making a profit, it is interested in having sufficient finances to accomplish its goal of providing for citizen needs. The "bottom line" in government is to serve the people, whether rich or poor, sick or healthy, young or old.

In the private sector, if a product line is not popular you can discontinue it and try again with another product. In government, the products—running courts, maintaining roads and streets, and providing social, health and jail services—cannot be dropped just because of "unpopularity."

In business, decisions can be made quickly and with little dissent. But government is different. In county government the authority to make decisions is often shared with other officials. Citizens also deserve an opportunity to voice their views on public matters. Reaching a compromise that partially satisfies the various segments of the population that have conflicting views on an issue is often the only way to make progress. That process may be inefficient, slow and often frustrating. Nevertheless, no one has found a better way to run a free society.

AMC is here to help county officials better serve their communities.

The Association of Minnesota Counties (AMC) is a voluntary, non-partisan statewide organization that has assisted the state's 87 counties in providing effective county governance to the people of Minnesota since 1909. The association works closely with the legislative and administrative branches of government in seeing that legislation and policies favorable to counties are enacted.

AMC provides legislative advocacy, educational programs and training, research and communications for its member counties.

Visit **www.mncounties.org**
for more information on issues that matter

Learn More About Minnesota County Government

If you want to know more about county government and your role as a county commissioner, talk with current county commissioners and officials. Also, try to attend meetings of the various departments and organizations that deal with your county.

AMC publishes a bi-monthly newspaper, legislative updates, and fact sheets on important county issues. AMC's web site at www.mncounties.org holds a wealth of information that can help you in your new role as a county commissioner.

AMC also holds an annual conference, various policy committee, and legislative meetings throughout the year to keep county commissioners informed and educated about county government issues.

Minnesota counties are trusted partners in strengthening communities.

Revised May 2016

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Duties of a County Commissioner

A publication of the Association of Minnesota Counties.

County commissioners are a county's key policymakers, overseeing the operation and administration of the county. Commissioners are the elected officials of a county's legislative branch, the County Board of Commissioners, serving in a similar role as a city councilmember or a state representative or senator. Commissioners are responsible for overseeing the county's management and administration, representing county interests at the state and federal level, participating in long-range planning, and managing the county budget and finances.

Constituent and County Representative

Similar to other legislative bodies, the members of the County Board of Commissioners are elected by specific geographic districts in their home county. Your commissioner is responsible for representing the interests of your community during regular meetings of the county board and at state and federal events.

Commissioners meet regularly in policy-specific sub-committees to thoroughly examine county issues. The number and topics of sub-committees are unique to each county, but most counties include committees related to the topics of parks, public health, public safety, etc. Commissioners can choose to serve on their county's board of appeal and equalization to respond to disputes regarding appraised property values.

Most county boards meet on Tuesdays, three times per month. Commissioners determine the meeting schedule at the start of each year.

Much of a commissioner's time is spent serving on advisory boards or commissions that provide direct and indirect county services. These include:
airports, libraries, community corrections, local public health boards, day care centers, nursing homes, hospitals, and joint solid waste commissions.

Commissioners serve as county representatives at public and private industry events at the state and federal level. Commissioners communicate their home county's concerns to state legislators and federal policymakers, and promote economic development in the county at events for business groups and civic organizations.

County Management

County boards have five commissioners, unless the county has 100,000+ residents and decides to increase to a seven-member board.

State law defines the roles and responsibilities of commissioners including what commissioners can regulate through ordinances and resolutions. Commissioners develop and adopt county laws on a wide variety of topics such as public health, parks, solid waste management, roads and highways, zoning and land use.

One of the central roles commissioners perform in county management is overseeing the personnel system. Commissioners

authorize personnel rules that affect county employee recruitment, classification, compensation, and termination. In many counties, they hire the administrative head of the county who is responsible for the day-to-day management of county services. Commissioners are also responsible for filling mid-term vacancies for the elected county offices of auditor, treasurer, sheriff, recorder, attorney, and coroner.

Commissioners also participate in activities that shape the future of their county through long-range planning initiatives, such as

- Lake improvement districts: A program that preserves and protects an identified lake area.
- Capital improvement plan: A timeline for improvements to county assets such as administrative buildings, roads and bridges, public works facilities.
- Comprehensive plan: A guide for the future development of the county or any portion of the county including the development of policies, statements, goals, and interrelated plans; only for counties with fewer than 300,000 residents.

In Minnesota, the average salary for a commissioner is $26,845 per year.

Interested in becoming a commissioner?

To be eligible, you must be:

- A district resident for 30+ days.
- 21+ years of age.
- Eligible to vote.
- A citizen of the United States.

County Budgets and Finances

Commissioners have the difficult tasks of approving the annual county budget and determining the county's tax levy. Commissioners have to balance the needs of the county with the ability to raise revenues and pay for mandated state and federal programs. In their budget decisions, commissioners consult with county departments and their constituents to decide the funding for programs and projects in transportation, human services, public safety, public health, and energy and environment.

Mandated state programs are a major cost driver for counties and are often under-funded by the state. Commissioners authorize the receipt of and/or application for state and federal grants to pay for these programs, in addition to using local property tax dollars to supplement costs.

Commissioners also develop and approve the county's capital improvement budget, which includes projects that usually last multiple years and require a significant public funding investment. Commissioners may adopt a capital improvement plan spanning at least five years and covering a wide variety of county needs from new highway maintenance vehicles to remodeling a historic courthouse.

Once commissioners know the total expenditures of the county budget, they determine the property tax levy. Outside of raising the levy, commissioners may explore other revenue sources such as new taxes and fees to cover the costs of the operating and capital budgets. For example, commissioners may decide to instate a wheelage tax or local option sales tax to support highway and other transportation projects.

Did you know?

AMC is here to help county officials better serve their communities.

Visit **www.mncounties.org** for more information on issues that matter most to counties.

In addition to the budget approval process, commissioners are responsible for the ongoing financial concerns of the county. Commissioners can direct the treasurer to invest public funds into governmental bonds, notes, bills,

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mortgages, and other securities. They also settle receipts and expenses of the county and monitor its overall fiscal health through reports from county officials and staff. ■

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General Ethics Guide for Counties

There are many statutes dealing with ethics in government, ranging from the Ethics in Government Act, (Minn. Stat. Chapter 10A) to Codes of Ethics for executive branch employees (Minn. Stat. 43A.38) to specific prohibitions on public officials having interests in contracts (see Minn. Stat. 471.87). Regardless of the specific prohibition or directive set forth by statutes, all of these statutes attempt to insure that public confidence in elected officials is not eroded by irresponsible conduct by elected officials.

County board members and officials should ensure that no conflicts of interest exist in matters that come before them for official action. County officials must not appear to trade on his or her position for any personal advantage.

All county officials must expect to be the subject of constant public scrutiny and officials may be required to accept restrictions on his or her conduct that may be viewed as burdensome by the ordinary citizen. County Board members must avoid impropriety and the appearance of impropriety. Although there is not a test for what gives rise to the appearance of impropriety, a yard stick one might use is to ask whether a person aware of the facts might reasonably entertain a doubt that the county official would be able to act with integrity, impartiality and competence.

The Ethics in Government Act (10A.01) at et. seq. applies not only to state officials but also to local officials of metropolitan governmental units and counties. However, many of the provisions set forth therein, such as conflicts of interest (under section 10A.07), are specifically made non-applicable to local officials with respect to a matter governed by Minn. Stat.
471.87 and 471.88.

Officials holding positions with any of the seven counties making up the metropolitan area need to refer more carefully to Minn. Stat. 10A.01 et. seq., for specific rules and regulations that apply to them. Statements of economic interest may also be required under section 10A.09 for officials in the metropolitan area.

Specific Prohibited Conduct

No county official may have a direct or indirect interest in any contract, labor or business in which the county is a party (Minn. Stat. 10A.09).

1. This includes any contracts involving the purchase or sale of any property by or to the county. These sales constitute a direct conflict of interest (Minn. Stat. 382.18). Under Minnesota Statute 471.87, public officials are prohibited from voluntarily having a personal financial interest in any sale, lease or contract, or to personally benefit therefrom, when that public officer is authorized to take part in the making of that sale, lease or contract.
2. A violation of these provisions is a gross misdemeanor.
3. Examples of transactions that have been held to be prohibited:
   - A county may not contract with a newspaper in which one commissioner is an interested party.
   - A member of the county welfare board may not be compensated for services as appraiser.
   - A veterinarian who was a county commissioner could be barred from testing cattle under county contract.

There is a list of exceptions to this rule under Minn. Stat. 471.88 and this list should be referred to when questions arise. *Some of those exceptions are as follows:*

1. Dealings with a bank or savings association as an authorized depository for public funds.
2. The designation of an official newspaper if it is the only newspaper complying with statutory requirements relating to publication.
3. A contract with a cooperative association of which the county official is a shareholder or stockholder but not an officer or manager.
4. A contract for which competitive bids are not required by law.
5. A contract for renting space in a public facility, as long as it is at a rate commensurate with that paid by other members of the public.
6. Loans or grants to an officer from a local development organization.
7. The purchase or sale of property under condemnation proceedings.

Prohibitions on Acceptance of Gifts

A county board member may not accept gifts from a person or a representative of a person or association that has a direct financial interest in decisions that the county board member is authorized to make (Minn. Stat. 479.895, 10A.071).

However, a county board member or official may accept the following:

1. A contribution defined as anything of monetary value given or loaned to a candidate or committee for a political purpose (Minn. Stat. 211A.01, subd. 5)
2. Services to assist the county board member in the performance of official duties, including but not limited to providing advice, consultation, information and communication in connection with legislation and services to constituents.
3. Services of insignificant monetary value.
4. A plaque or similar memento recognizing individual services.
5. A trinket or memento of insignificant value.
6. Informational material of unexceptional value.
7. A food or beverage given at a reception, meal or meeting away from the county board member's place of work by an organization before whom the board member appears to make a speech or answer questions as part of a program.
8. The prohibitions against gifts do not apply if a family member is giving the gift.

Incompatible Offices

As a county commissioner you may not hold another elected office during tenure as a board member. Nor may the county (Minn. Stat. 375.09) employ county commissioners.

Minn. Stat. 375.09 provides that no commissioner shall receive any money or other valuable thing as a condition of voting or inducement to vote for any contract or other thing under consideration by the board. Every such election, contract or payment voted for or made contrary to this section is void. Any violation of that statute is malfeasance in office.

Avoidance of Conflicts of Interest

- Do not use non-public information, which, if released prematurely or in a non-summary form, could provide an unfair economic advantage, or adversely affect the competitive position of an individual or business.
- Do not accept outside employment or involvement in a business or activity that might require the disclosure or use of such confidential or non-public information.
- Do not use or allow the use of county time, supplies, or county-owned or leased property and/or equipment for private interest or for any other use not in the interest of the county, except as provided by law.
- When you believe the potential for a conflict of interest exists, it is your duty to attempt to avoid the situation. When in doubt, seek the advice of the county attorney to determine if a conflict of interest exists.
- Under the Ethics and Government Act (section 10A.02), a state ethical practices board has been created. That board may provide advisory opinions upon request of an individual or association that wishes to use the opinion to guide the individuals or the association's own conduct.

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Association *of* Minnesota Counties

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Quick Guide to Parliamentary Procedure

A publication of the Association of Minnesota Counties.

Fundamentals of Parliamentary Procedure

1. Justice and courtesy to all.
2. Address only one issue at a time.
3. The majority rules.
4. Respect the rights of the minority.
5. Each proposition is entitled to full and free debate.
6. The purpose is to facilitate action, not to obstruct it.

The underlying principles of parliamentary procedure include the following:

1. The organization is paramount.
2. All members are equal.
3. An established minimum number of voting members are present at the meeting.
4. Only one member has the floor at any one time.
5. Discussion is not in order unless there is a pending question.
6. It is the issue under discussion, not the person; personal remarks are not in order.
7. A question once decided may not be brought up again at the same meeting.
8. A majority vote decides.
9. A 2/3 vote is necessary if a member's fundamental rights are being reduced or taken away.
10. Silence is regarded as consent.

Meeting Minutes Content

1. Date, time and place of meeting; attendance of members.
2. Every motion.
3. Identity of the maker of the motion.
4. That the motion was seconded.
5. Other motions that apply to the main motion.
6. The disposition of all motions.

Items ordinarily NOT included in the minutes:

1. The identity of the seconder of the motion.
2. The debate/discussion held on a motion.

Gender Protocol

The term "Chairman" or "Chair" is the same as the title of president, mayor or secretary. Use the honorific "Mister" or "Madam" to recognize and respect gender (e.g. "Madam Chair," "Mister Chairman," "Mister Mayor" or "Madam Mayor."

Order of Business

Call to Order

Opening Exercises (optional)

Quorum Established (number necessary to transact business legally)

Minutes (motion to accept is not in order)

Treasurer's Report (motion to accept is not in order) Reports of Officers

Reports of Standing Committees

Reports of Special Committees

Special Orders (matters that have been previously assigned priority)

Unfinished Business (never old business)

New Business

Program (acceptable to "close" business meeting here but not to adjourn)

Announcements

Adjournment

Presenting & Processing a Motion

Formal Method:

1. Member rises and addresses the chair.
2. Chair recognizes member.
3. Member makes a motion (introduces the business).
4. Another member seconds the motion.
5. Chair repeats the motion.
6. Chair calls for discussion.
7. Chair takes vote on motion (putting the question).
8. Chair announces result of vote.

Informal Method:

In routine and noncontroversial matters, the chair may use a method known as "general consent." The chair may identify an issue or matter that needs action and he/she could merely say, "Without objection, we will (describe action to be taken)." If there is no objection from the assembly to the proposed action, the chair can declare the action to be adopted. If there is so much as one objection, however, general consent may not be used and the manner must then be processed as a formal motion.

Amendments to Motion

To modify wording of a pending motion, it must be germane to the pending motion but the result may be to produce the opposite effect intended by the pending motion.

How Classified:

- Primary (First Degree) only applies to a main motion.
- Secondary (Second Degree) applies to a pending amendment; is also referred to as an amendment to an amendment.
- There can be no Third Degree amendments (the amendment to the amendment to the amendment).

Form of Amendment:

You say, "I move to amend the motion to:

- Insert or add (word/s)
- Strike (word/s)
- Strike (word/s) and Insert (word/s)
- Substitute (paragraph/s)

NOTE: After a motion is "stated" by the chair, the motion belongs to the assembly, not to the maker and any amendments thereto must be, and may be, adopted only by the assembly. Amendments must be processed either as a formal motion and must be voted upon by the assembly, or if the modification appears to be of a corrective or noncontroversial nature, the chair may process the modification informally under the rules of "general consent." Note that if "general consent" is used that it is the unanimous consent of the "assembly" and not the consent of the "maker" that is obtained.

Statutory Authority

The primary procedural statutes that apply to county boards are:

- MS 471.705, Minnesota Open Meeting Law
- MS 373.02, How the powers are exercised
- MS 375.07, Meetings; Quorum
- MS 375.13, Chair

The county board may adopt its own specific procedural rules; those rules should also adopt a parliamentary authority *(e.g. Robert's Rules of Order Newly Revised*) to cover situations not otherwise addressed by statute or by its specific procedural rules.

NOTE: This information is not intended to provide legal advice and may not be relied upon as such. Please consult your own legal

If You Want To...	*Then You Say:*
Introduce	"I move that..."
business Adjourn	"I move that we adjourn."
the meeting	"I move that we recess for/until ..."
Complaint about noise, temperature, etc.	"Point of
Defer action/put off discussion	"I move we table the motion."
End debate	"I move the previous question."
Postpone consideration of	"I move we postpone the matter until ..."
something Have something	"I move we refer to the committee ..."
studied further	"I move to amend the motion to ..."
Amend a motion	"Point of Order."
Object to procedure	"Point of Information."
Request information	"I call for a division of the house." "I move we take from the
To reconsider (from prevailing side only)	"I move we reconsider ..."
Consider something out of scheduled order	"I move we suspend the rules to
Challenge the ruling of the chair	"I appeal the ruling of the chair."

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Association *of* Minnesota Counties

Minnesota's Open Meeting Law

A publication of the Association of Minnesota Counties.

The Open Meeting Law requires that public business be conducted in public. The public has a right to attend the meeting and observe the transaction of public business. All formal and informal county board meetings, as well as county committee and subcommittee meetings, fall under this law. "Chance social gatherings" are exempt as long as no public business is discussed.

Neither the Open Meeting Law nor any other law guarantees the public an opportunity to speak during a meeting. The Open Meeting Law does not prevent the county board from adopting reasonable rules for the conduct of the meeting. Ultimately, the county board is responsible for conducting the public meeting and may restrict, order or adjust the flow of business in any manner it deems appropriate.

Open Meeting Law Requirements

Under the Open Meeting Law, counties are required to maintain, in a journal, a record of all votes taken at open meetings. This journal must be available to the public during regular business hours. A copy of the agenda must be available to the public during the meeting, along with all written materials prepared by the county and distributed to members of the county board. This includes written materials distributed to board members during the meeting as well as materials distributed before the meeting. The only materials exempt are those that are classified as non-public under the Data Practices Act. (Minn. Stat. 471.705, subd. 1b.)

Open Meeting Law Notice Requirements

Under the Open Meeting Law, there are three kinds of meetings subject to varying notice requirements. Regular meetings refer to those meetings which are conducted routinely or on a prescribed schedule. Counties are required to keep a schedule of regular meetings on file at its primary office. Special meetings refer to meetings that are not conducted as part of the normal routine but are planned far enough in advance to be scheduled. Counties must post a written notice of the date, time, place and purpose of the meeting on the county bulletin board and the notice must be mailed or otherwise delivered at least three days before the meeting to each person who has filed a written request for notice of special meetings. As an alternative to mailing the notice, a county may publish notice in the official newspaper three days prior to the special meeting.

If an emergency meeting is called, all news mediums that have filed a request for notice of special meetings must be informed of the emergency meeting, either by telephone or any other means. Notification of the emergency meeting must include the subject of the meeting. An emergency meeting is defined as "a special meeting called because of circumstances that, in the judgment of the public body, require immediate consideration by the public body." (Minn. State. 471.705, subd. 1c).

If a county board meeting or committee, special meeting or emergency meeting is recessed or continued, the meeting may be taken up without further notice, provided the time and place of the meeting was established during the previous meeting.

These notice requirements apply to all closed meetings as well as open meetings.

Exceptions to Open Meeting Requirements

There are four situations when the county board can hold a closed meeting:

1. TO DISCUSS LABOR RELATIONS STRATEGY. This includes "negotiation strategies or developments or discussion and review of labor negotiation proposals" conducted in compliance with PELRA (Public Employee Labor Relations Association). While these meetings can be closed, the time and place of the meeting must be announced at an open meeting, a written roll of those attending the closed meeting must be made available to the public following the meeting, and a tape recording of the meeting must be made. This recording must be made available to the public after all contracts are signed and must be retained for two years after the last contract is signed. This is the only type of closed meeting that must be tape recorded.
2. DURING A PRELIMINARY DISCUSSION OF ALLEGATIONS OR CHARGES AGAINST AN INDIVIDUAL SUBJECT TO THE COUNTY'S AUTHORITY. The county board must close the meeting for a preliminary discussion of allegations or charges against an individual subject to the county's authority. If the board concludes that discipline is warranted, further meetings or hearings may also be closed if they are a continuation of the initial meeting. Note that the meeting must be open if the person who is the subject of the allegations/charges requests the meeting to be open.
3. DURING EMPLOYEE PERFORMANCE REVIEWS. The county board may close a meeting to review the performance of a county employee as long as the person who is to be reviewed is identified prior to closing the meeting, and the board summarizes the results of the meeting at the next open meeting. The meeting must be opened if the person subject to the review requests the meeting to be open.
4. WHEN MEETING WITH COUNSEL TO DISCUSS ACTUAL OR THREATENED LITIGATION AGAINST THE COUNTY.
   The county board may close a meeting to discuss actual or threatened litigation with counsel. The Court appears to place on council the burden of deciding appropriateness of closure under this exception, and encourages lawyers to use this exception sparingly. This exception cannot be used when seeking general legal advice from council nor if litigation is assumed but not actually threatened or filed.

Interactive Television and Open Meetings

The 1997 Minnesota Legislature passed a law that allows local government bodies to meet by interactive television if certain criteria are met. Specifically, the law states that interactive meetings are permissible provided that:

- All members of the body can hear and see each other;
- Members of the public present at the regular meeting location can see and hear all discussion and testimony and all votes of members of the body;
- At least one member of the body is physically present at the regular meeting place;
- And all required public notice is provided, and includes information that the meeting will be conducted via interactive television.

Under the law, each member of a body participating in the meeting via interactive television is considered present and can participate in all proceedings, as long as the organization's rules permit it.

Violations of the Open Meeting Law

Anyone who believes the county board has violated the open meeting law can seek legal action against individual members of the board. This is done by going through the county's district court. Neither the county itself nor non-board members, such as the county auditor or the county coordinator, can be named in legal action resulting over violations of the Open Meeting Law.

Individual board members can face penalties of $300 per Open Meeting Law violation and removal from office after the third violation and removal from office after the third violation. Board members may also be liable for court costs and opponent's attorney's fees of up to $13,000.

According to the 1994 Open Meeting Law amendments, only willful violations of the law are subject to penalty. This means that "good faith" can qualify as a valid defense (i.e., reliance on an attorney's opinion that the meeting can be closed would probably provide a "good faith" defense).

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HANDBOOK FOR MINNESOTA CITIES

Chapter 7
Meetings, Motions, Resolutions, and Ordinances

Review requirements city councils must follow when conducting meetings and public hearings, such as the open meeting law and its exceptions, taking and publishing minutes, and rules of order. Learn when to use a motion, resolution, or an ordinance to do city business and the procedures required for each.

RELEVANT LINKS:

See LMC information memo, *Meetings of City Councils*, for more information.

I. Types of council meetings and notice requirements

The city council exercises its authority when it meets as a group. Under state law, there are certain requirements for council meetings.

A. Regular meetings

Minn. Stat. § 412.191, subd. 2.

State law does not govern the time, place, or frequency of council meetings. Regular meetings of the council, however, must be held at times and places established by council rules. Councils typically meet once or twice a month in the city hall or at another public place in the city.

Minn. Stat. § 13D.04, subd. 1.
Minn. Stat. § 645.44, subd. 5.

The council must keep a schedule of its regular meetings on file at its primary office. The council should also set an alternate meeting day for any regular meeting days that fall on a legal holiday. If the council decides to hold a meeting at a different time or place from that stated in its schedule of regular meetings, it generally must give the notice required for a special meeting.

B. Special meetings

Minn. Stat. § 13D.04, subd. 2. Minn. Stat. § 412.191, subd. 2. *Elseth v. Hille*, No A12-1496 (Minn. Ct. App. May 13, 2013) (unpublished decision). DPO 10-013. DPO 04-004. See I-B-2-*Notice to the public.*

A special meeting of the council refers to any meeting at a time or place different from that stated in the council's schedule of regular meetings. The council may transact any business within its powers at a special meeting if proper notice has been provided. The commissioner of the Minnesota Department of Administration has advised that a city council should not discuss or decide topics that have not been included as the stated purpose of a special meeting in the notice to the public. All statutory provisions governing regular meetings, including the open meeting law, apply to special meetings.

This material is provided as general information and is not a substitute for legal advice. Consult your attorney for advice concerning specific situations.

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RELEVANT LINKS:

Minn. Stat. § 412.191, subd. 2.

Special meetings may be called by the mayor or by any two members of a five-member council or three members of a seven-member council. Special meetings are called by filing a written statement with the city clerk. Home rule charter cities may have different requirements for special meetings.

Minn. Stat. § 13D.04, subd. 2.

Unless otherwise expressly established by statute, the following notice requirements apply to all special meetings.

1. Notice to the council

Minn. Stat. § 412.191, subd. 2.
A.G. Op. 471-e (Jan. 22, 1957).
Minn. Stat. § 13D.04, subd. 7.

When a special meeting has been called, the clerk must mail a notice to all council members, at least one day before the meeting, stating the time and place of the meeting. If all the council members attend and participate in the meeting, the notice requirements will be considered to have been satisfied. In addition, if a person receives actual notice of a meeting at least 24 hours before the meeting, all notice requirements under the open meeting law are satisfied regardless of the method of receipt.

2. Notice to the public

Minn. Stat. § 13D.04, subd. 2.

Rupp v. Mayasich, 533 N.W.2d 893 (Minn. Ct. App. 1995).

The clerk also must post written notice of the date, time, place, and purpose of the special meeting on the city's principal bulletin board at least three days before the meeting. A principal bulletin board must be located in a place reasonably accessible to the public. If the city does not have a principal bulletin board, the notice must be posted on the door of its usual meeting room.

Minn. Stat. § 13D.04, subd. 2 (b), (c).

See LMC information memo, *Newspaper Publication,* for more information.

Minn. Stat. § 331A.05, subd. 7.

In addition to posting notice, the city must also mail or deliver notice to each person who has filed with the city a written request for notice of special meetings. Notice to these individuals must be mailed or delivered at least three days before the meeting. As an alternative to mailing or delivering the notice, the city may publish the notice once in its official newspaper at least three days before the meeting. If there is no official newspaper, notice must be published in a qualified newspaper of general circulation that covers the city. If, through no fault of the city, an error occurs in the publication of a notice, the error generally does not impact the validity of a public meeting. In cases where the error is the fault of the newspaper, the political subdivision shall not be charged for the publication.

RELEVANT LINKS:

Minn. Stat. § 645.15. *In re Appeal from an Order of Lake Valley Twp. Bd.*, 305 Minn. 488, 234 N.W.2d 815 (1975).

In calculating the number of days for providing notice, the first day the notice is given should not be counted, but the last day should be counted. But if the last day is a Saturday, Sunday, or a legal holiday, that day is omitted from the calculation and the following day is considered the last day. For example, if a special meeting is scheduled for a Thursday, notice must be given by Monday at the latest to meet the three-day notice requirement.

In this example, Tuesday is day one, Wednesday is day two, and Thursday is day three. Monday is not included in the time computation. Similarly, if a special meeting is planned for Monday, notice must be given by Friday at the latest; Saturday is day one, Sunday is day two, and Monday is day three. Saturday and Sunday are included in the time computation since they are not the last day of the fixed period.

Minn. Stat. § 13D.04, subd. 2 (d).

A person filing a written request for notice of special meetings may limit the request to notification of special meetings that cover a particular subject. In this case, the city only needs to send notice of special meetings addressing those subjects.

Minn. Stat. § 13D.04, subd. 2 (e), (f).

Cities may set an expiration date for written requests for notices of special meetings and require people to refile a request once each year. The city must notify each person of the requirement not more than 60 days before the refiling is due.

A.G. Op. 63a-5 (Aug. 28, 1996).
DPO 16-005.

If a council committee or other public body meets and a quorum of city council members attends and observes the meeting, the city most likely does not need to give additional notice of a special city council meeting if proper notice of the committee or other public meeting has been given. If council members participate in discussions or deliberations during the meeting of the committee or other public body, however, an additional separate notice of a special city council meeting may be required.

DPO 13-015.

The commissioner of the Minnesota Department of Administration has advised that when a town board changed the time and location of a meeting on the same day it was scheduled to occur, the town board violated the open meeting law by failing to provide the required three-day notice for a special meeting. The town board had changed the time and place of the meeting due to the weather and the lack of air conditioning in the town hall meeting room.

RELEVANT LINKS:

C. Emergency meetings

Minn. Stat. § 13D.04, subd. 3. DPO 06-027 (advising that the city council improperly held an emergency meeting to consider complaints about the city's building inspector). *Slipy v. Rach,* No C5-06-3574 (9th Jud. Dist. June 8, 2007) (after the commissioner issued the advisory opinion, the district court held that the city council's decision to hold the emergency meeting complied with the open meeting law).

An emergency meeting is a special meeting called by the council due to circumstances that, in its judgment, require immediate council consideration. The procedure for notifying council members of emergency meetings is the same as that for special meetings. The public notice requirements, however, are different. The council must make good-faith efforts to provide notice of the emergency meeting to all media that have filed a written request for notice. Notice must be by telephone or by any other method used to notify council members. The notice must include the subject of the meeting. A published or posted notice is not necessary.

Minn. Stat. § 13D.04, subd. 3(f).

If matters not directly related to the emergency are discussed or acted upon at an emergency meeting, the meeting minutes must include a specific description of them.

D. Closed meetings

See section II-F for more information about the specific exceptions that authorize certain closed meetings. Minn. Stat. § 13D.04, subd. 5.

A closed meeting is a meeting of a public body that the public is not allowed to attend. A public meeting only may be closed if it meets the requirements of one of the seven specific exceptions listed in the open meeting law. The same notice requirements that apply to open meetings also apply to closed meetings. For example, if a closed meeting takes place at a regular meeting, the notice requirements for a regular meeting apply. Likewise, if a closed meeting takes place at a special meeting or an emergency meeting, the notice requirements for a special meeting or emergency meeting apply.

E. Annual meeting (first meeting of the year)

Minn. Stat. § 412.02, subd. 2.
Minn. Stat. § 205.07, subd. 1a.

At its first meeting of the year, sometimes referred to as the annual meeting, the council must perform certain functions. State law does not set a date for the annual meeting, but council bylaws usually establish when it will occur. The annual meeting usually takes place on or shortly after the first Monday in January, which is when the terms of new council members begin. At this first meeting, the council must:

Minn. Stat. § 412.831. Minn. Stat. § 331A.02. See also LMC information memo, *Newspaper Publication*, for more information.

- Designate a newspaper of general circulation as its official newspaper in which the city will publish ordinances and other matters as required by law.
- Select an official depository, by resolution, for city funds. This must be done within 30 days of the start of the city's fiscal year.

Minn. Stat. §§ 427.01-.12. Minn. Stat. § 118A.02, subd. 1.

- Elect an acting mayor from among the council members. The acting mayor shall perform the duties of the mayor during the mayor's disability or absence from the city, or, if there is a vacancy, until a successor has been appointed.

Minn. Stat. § 412.121.

RELEVANT LINKS:

Councils should also, on at least an annual basis:

Minn. Stat. § 424A.04, subd. 1.

- Review different council appointments to city boards and commissions. For example, the council must appoint one elected city official and one elected or appointed city official to serve with the city's fire chief on the board of trustees for a city fire department's volunteer relief association.
- Review the council's bylaws and rules of order, and make any necessary changes. An ordinance amendment is necessary if the bylaws are in ordinance form; otherwise a resolution or motion is sufficient.
- Assign committee duties to members.

Minn. Stat. § 412.111.

- Approve official bonds that have been filed with the clerk.

F. Adjourned meetings

City officials often use the terms "adjourned," "continued," and "recessed" interchangeably when referring to meetings that are postponed to a future time for lack of a quorum, for convenience, or to complete pending business from a regular meeting.

Minn. Stat. § 412.191, subd. 1.

Although a quorum (majority of a city council in statutory cities) is necessary to conduct business, less than a quorum may adjourn or postpone a regularly organized meeting to a fixed, future time. When the council calls an adjourned meeting to complete pending business, the adjournment should be treated as a recess.

Minn. Stat. § 13D.04, subd. 4.

If the date, time, and place of the adjourned, continued, or recessed meeting are announced at the previous meeting and the information is recorded in the meeting minutes, no additional public notice is necessary. Otherwise, the notice required for a special meeting is necessary.

G. Meetings conducted by interactive technology

Minn. Stat. § 13D.02.
DPO 08-034.

A city council meeting may be conducted by interactive technology in compliance with the open meeting law if all of the following requirements are met:

- At least one council member is physically present at the regular meeting location.
- All council members must be able to hear and see each other and all discussion and testimony presented at any location at which at least one council member is present.
- All members of the public at the regular meeting location must be able to hear and see all discussion, testimony, and votes of all council members.
- All votes are conducted by roll call so each member's vote on each issue can be identified and recorded; and
- Each location at which a council member is present is open and accessible to the public.

RELEVANT LINKS:

Minn. Stat. § 13D.02 subd. 1(b).

However, a meeting satisfies the requirements of the open meeting law even though a member of the public body participates from a location that is not open to the public if the member has not participated more than three times in a calendar year from a location that is not open or accessible to the public, and:

- The member is serving in the military and is at a required drill, deployed or on active duty; ot
- The member has been advised by a health care professional against being in a public place for personal or family medical reasons. This clause only applies when a state of emergency has been declared under section 12.31, and expires 60 days after the removal of the state of emergency.

Minn. Stat. § 13D.001, subd. 2.

"Interactive technology" means a device, software program, or other application that allows individuals in different physical locations to see and hear one another. Skype, Zoom, WebEx, and similar programs with an audio and video connection satisfy this requirement.

Minn. Stat. § 13D.02, subd. 3.

When conducting meetings via interactive technology, the public body shall, to the extent practical, allow a person to monitor the meeting electronically from a remote location.

Minn. Stat. § 13D.02, subd. 4.

Notice of Interactive Technology Meeting, LMC Model.

Minn. Stat. § 13D.04.

If interactive technology is used to conduct a regular, special, or emergency meeting, the public body shall provide notice of the regular meeting location and notice of any site where a member of the public body will be participating by interactive technology. The timing and method of providing notice is the same as for regular, special, and emergency meetings per Minnesota Statute 13D.04. The minutes for a meeting that included members appearing via interactive technology must reflect the names of any members appearing by interactive technology and state the reason or reasons for the appearance by interactive technology.

Minn. Stat. 13D.02, subd. 6.

H. Meetings During Pandemic or Chapter 12 Emergency

Meetings may be conducted by telephone or interactive technology if all of the following conditions are met:

Minn. Stat. § 13D.021, subd. 1.

- The presiding officer, chief legal counsel, or chief administrative officer for the affected governing body determines that an in-person meeting or a meeting conducted through interactive technology is not practical or prudent because of a health pandemic or an emergency declared under chapter 12 of the Minnesota Statutes.
- All members of the governing body participating in the meeting can hear each other and can hear all discussion and testimony.
- Members of the public present at the regular meeting location can hear all discussion, testimony, and votes of the members of the body, unless attendance at the regular meeting location is not feasible due to the health pandemic or emergency declaration.
- At least one member of the governing body, chief legal counsel, or chief administrative officer is physically present at the regular meeting location, unless unfeasible due to the health pandemic or emergency declaration.
- All votes are conducted by roll call so that each member's vote on each issue can be identified and recorded.
- If meeting is conducted through interactive technology or telephone because of a health pandemic, a quorum may not be present at the in-person meeting location.

DPO 21-003

RELEVANT LINKS:

Minn. Stat. § 13D.021, subd. 2.

Each member of the governing body participating in a meeting by telephone or other interactive technology is considered present at the meeting for purposes of determining a quorum and participating in all proceedings.

Minn. Stat. § 13D.021, subd. 3.

If telephone or interactive technology is used to conduct a meeting, to the extent practical, the public body shall allow a person to monitor the meeting electronically from a remote location.

Minn. Stat. § 13D.021, subd. 5.

If attendance at the regular meeting location is not feasible due to the health pandemic or emergency declaration and the public body's practice is to offer a public comment period at in-person meetings, members of the public shall be permitted to comment from a remote location during the public comment period of the meeting, to the extent practical.

Minn. Stat. § 13D.021, subd. 4.

If telephone or interactive technology is used to conduct a regular, special, or emergency meeting, the public body shall provide notice of the regular meeting location, of the fact that some members may participate by telephone or interactive technology, and, if practical, the option of connecting to the meeting remotely.

Minn. Stat. § 13D.04.

Notice of Pandemic or State of Emergency Meeting, LMC Model.

The timing and method of providing notice will depend on whether the meeting is a regular, special, or emergency meeting.

I. Public Hearings

A public hearing is a meeting that is held where members of the public can express their opinions regarding a particular issue. The council is there to regulate the hearing and make sure that people who want to speak get an opportunity to do so. The council does not deliberate or discuss matters during the public-hearing portion of a meeting; instead, it listens to the public. Once the public-comment period is finished, the council will often end the meeting. To continue a public hearing, the council should not formally end the public-comment part of the hearing and should state the date, time, and place of the continued public hearing and record this information in the meeting minutes.

See section I-F for more information on adjourned meetings.

There are two types of hearings, those that are discretionary and are held because the public body chooses to do so and those that are mandatory and are held because they are required by a specific statute, ordinance, or charter provision.

1. Discretionary hearings

RELEVANT LINKS:

Many city councils will hold public hearings even when they are not legally required to do so. Generally, hearings of this type allow the public to comment on a specific issue. Such hearings can be helpful in raising concerns about an issue that the council may not have considered.

2. Required hearings

When a specific statute, ordinance, or charter provision requires the council to hold a public hearing, any notice requirements must be followed. For example, required hearings for zoning ordinance amendments and for the consideration of proposed special assessments have special notice requirements. There are other situations that may require a public hearing. Contact the League if you are unsure about a specific situation.

Here are some required public hearings:

Minn. Stat. § 412.851.
Minn. Stat. § 414.033, subd. 2b.
Minn. Stat. § 429.031, subd. 1.
Minn. Stat. § 429.061.
Minn. Stat. § 444.18, subd. 3.
Minn. Stat. § 469.003, subd. 2.
Minn. Stat. § 469.093, subd. 1.
Minn. Stat. § 469.065, subd. 2.
Minn. Stat. § 469.105, subd. 2.
Minn. Stat. § 469.107, subd. 2.
Minn. Stat. § 340A.602.
Minn. Stat. § 275.065, subd. 6.
Minn. Stat. § 462.357, subd. 3.
Minn. Stat. § 462.358, subd. 3b.
Minn. Stat. § 462.3595, subd. 2.
Minn. Stat. § 410.12, subd. 7.
Minn. Stat. § 462.355, subd. 4.

- Street vacation.
- Annexation by ordinance.
- Local improvement projects that will be paid for with special assessments.
- When special assessments are made to property.
- Purchase and improvement of waterworks, sewers, drains, and storm sewers by storm sewer improvement districts.
- Adoption of a housing redevelopment authority (HRA) enabling resolution.
- Adoption of an economic development authority (EDA) enabling resolution.
- Sale of port authority land.
- Sale of EDA land.
- Increase of levy for an EDA.
- Continuation of a municipal liquor store after a net loss for two of three consecutive years.
- Truth-in-taxation.
- Adoption or amendment of a zoning ordinance.
- Subdivision applications.
- Granting of a conditional use permit.
- Adoption of a charter amendment by ordinance.
- Certain interim ordinances.

J. Days and times when meetings cannot be held

RELEVANT LINKS:

Minn. Stat. § 645.44, subd. 5.

State law establishes a set of public holidays when no public business can be transacted, except to deal with emergencies. The transaction of public business includes conducting public meetings. The public holidays are:

- New Year's Day (Jan. 1).
- Martin Luther King's Birthday (the third Monday in January).
- Washington's and Lincoln's Birthday (the third Monday in February).
- Memorial Day (the last Monday in May).
- Independence Day (July 4).
- Labor Day (the first Monday in September).
- Christopher Columbus Day (the second Monday in October).
- Veterans Day (Nov. 11).
- Thanksgiving Day (the fourth Thursday in November).
- Christmas Day (Dec. 25).

See Proclamation, Governor Mark Dayton, State of Minnesota, Oct. 8, 2018 (recognizing the second Monday in October as Indigenous Peoples Day). Note: State statute refers to this holiday as Columbus Day.

Minn. Stat. § 645.44, subd. 5.

All cities have the option, however, of deciding whether Christopher Columbus Day and the Friday after Thanksgiving shall be holidays. If these days are not designated as holidays, public business may be conducted on them.

Juneteenth is a federal holiday celebrated annually on June 19 commemorating the emancipation of enslaved African Americans. Minnesota does not recognize it as a holiday, but some cities have designated it themselves.

Minn. Stat. § 645.44, subd. 5.

If a holiday falls on a Saturday, the preceding Friday is considered to be a holiday. If a holiday falls on a Sunday, the next Monday is considered to be a holiday.

Minn. Stat. § 645.15. See Section I-B-2 for more information about notice for special meetings.

State law does not prohibit meetings on weekends. However, state law regulating how time is computed for the purpose of giving any required notice provides that if the last day of the notice falls on either a Saturday or a Sunday, that day cannot be counted. For example, if notice for a special meeting to be held on a Saturday or Sunday is required, the third day of that notice would need to be provided on the preceding Friday.

Minn. Stat. § 204C.03. Minn. Stat. § 202A.19.

Minnesota election law provides that meetings are prohibited between 6 p.m. and 8 p.m. on any election day, including a local general or special election.

Therefore, if a school district is holding a special election on a particular day, no other unit of government totally or partially within the school district may hold a meeting between 6 p.m. and 8 p.m. Meetings are also prohibited after 6 p.m. on the day of a major political precinct caucus.

II. Open meeting law

RELEVANT LINKS:

See LMC information memo, *Meetings of City Councils,* for more information about the open meeting law.

Minn. Stat. § 13D.01. *St. Cloud Newspapers, Inc. v. Dist. 742 Community Schools,* 332 N.W.2d 1 (Minn. 1983).

A. Purpose

The open meeting law requires that meetings of public bodies must generally be open to the public. It serves three vital purposes:

- Prohibits actions from being taken at a secret meeting where the interested public cannot be fully informed of the decisions of public bodies or detect improper influences.
- Ensures the public's right to be informed.
- Gives the public an opportunity to present its views.

B. Public notice

See section I-*Types of council meetings and notice requirements*. Minn. Stat. § 13D.04, subd. 7.

Public notice generally must be provided for meetings of a public body subject to the open meeting law. The notice requirements depend on the type of meeting. However, if a person receives actual notice of a meeting at least 24 hours before the meeting, all notice requirements under the open meeting law are satisfied regardless of the method of receipt.

C. Location

Quast v. Knutson, 276 Minn. 340, 150 N.W.2d 199 (1967). (Holding that a school board violated the open meeting law when it held a meeting in a room located 20 miles outside the school district). DPO 18-003.

The Minnesota Supreme Court has held that, to meet the statutory requirement that meetings of public bodies shall be open to the public, "it is essential that such meetings be held in a public place located within the territorial confines of the [public body] involved."

D. Printed materials

Minn. Stat. § 13D.01, subd. 6. DPO 08-015. DPO 17-006. DPO 13-015 (noting that the open meeting law "is silent with respect to agendas; it neither requires them nor prohibits them"). DPO 18-003. DPO 18-011. Minn. Stat. § 13D.01, subd. 6.

At least one copy of the printed materials relating to agenda items that are provided to the council at or before a meeting must also be made available for public inspection in the meeting room while the governing body considers the subject matter. This requirement does not apply to materials classified by law as other than public or to materials relating to the agenda items of a closed meeting.

E. Groups governed by the open meeting law

RELEVANT LINKS:

Minn. Stat. § 13D.01, subd. 1.

Under the Minnesota open meeting law, all city council meetings and executive sessions must be open to the public with only a few exceptions.

Minn. Stat. § 465.719, subd. 9.

The open meeting law also requires meetings of a public body or of any committee, subcommittee, board, department, or commission of a public body to be open to the public. For example, the governing bodies of local public pension plans, housing and redevelopment authorities, economic development authorities, and city-created corporations are subject to the open meeting law.

Southern Minnesota Municipal Power Agency v. Boyne, 578 N.W.2d 362 (Minn. 1998).

The Minnesota Supreme Court has held, however, that the governing body of a municipal electric power agency is not subject to the open meeting law because the Legislature has granted these agencies authority to conduct their affairs as private corporations.

F. Gatherings governed by the open meeting law

Moberg v. Indep. Sch. Dist. No. 281, 336 N.W.2d 510 (Minn. 1983). *St. Cloud Newspapers, Inc. v. Dist. 742 Community Schools,* 332 N.W.2d 1 (Minn. 1983).

The open meeting law does not define the term "meeting." The Minnesota Supreme Court, however, has ruled that meetings are gatherings of a quorum or more members of the governing body—or a quorum of a committee, subcommittee, board, department, or commission thereof—at which members discuss, decide, or receive information as a group on issues relating to the official business of that governing body.

Minn. Stat. § 412.191, subd. 1.
Minn. Stat. § 645.08(5).

For most public bodies, including statutory cities, a majority of its qualified members constitutes a quorum. Charter cities may provide that a different number of members of the council constitutes a quorum.

See Section II-G-4 for more information about serial meetings.

The open meeting law does not generally apply in situations where less than a quorum of the council is involved. However, serial meetings, in groups of less than a quorum, that are held to avoid the requirements of the open meeting law may be found to violate the law, depending on the specific facts.

G. Open meeting law exceptions

Minn. Stat. § 13D.05, subd. 1(d).

The open meeting law is designed to favor public access. Therefore, the few exceptions that exist are carefully limited to avoid abuse. All closed meetings (except those closed under the attorney-client privilege) must be electronically recorded at the expense of the public body. Unless otherwise provided by law, the recordings must be preserved for at least three years after the date of the meeting.

RELEVANT LINKS:

Minn. Stat. § 13D.01, subd. 3.

Before closing a meeting under any of the following exceptions, a city council must make a statement on the record that includes the specific grounds that permit the meeting to be closed and describes the subject to be discussed.

DPO 14-005. DPO 13-012. DPO 06-020. DPO 14-005. See *The Free Press v. County of Blue Earth*, 677 N.W.2d 471 (Minn. Ct. App. 2004)

The commissioner of the Minnesota Department of Administration has advised that a member of the public body (and not its attorney) must make the statement on the record. The commissioner has also advised that citing the specific statutory authority that permits the closed meeting is the simplest way to satisfy the requirement for stating the specific grounds permitting the meeting to be closed.

(holding that the county's statement that it was closing a meeting under the attorney-client privilege to discuss "pending litigation" did not satisfy the requirement of describing the subject to be discussed at the closed meeting).

Both the commissioner and the Minnesota Court of Appeals have concluded that something more specific than a general statement is needed to satisfy the requirement of providing a description of the subject to be discussed.

Minn. Stat. § 13D.04, subd. 5.

The same notice requirements that apply to open meetings also apply to closed meetings. For example, if a closed meeting takes place at a regular meeting, the notice requirements for a regular meeting apply. Likewise, if a closed meeting takes place as a special meeting or as an emergency meeting, the notice requirements for a special meeting or an emergency meeting would apply.

1. Labor negotiations

Minn. Stat. § 13D.03, subd. 1 (b).
DPO 13-012.
Minn. Stat. §§ 179A.01-.25.

The city council may, by majority vote in a public meeting, decide to hold a closed meeting to consider its strategy for labor negotiations, including negotiation strategies or developments or discussion of labor-negotiation proposals conducted pursuant to Minnesota Statutes sections 179A.01 to 179A.25. The council must announce the time and place of the closed meeting at the public meeting.

Minn. Stat. § 13D.03, subds. 1(d), 2.

See Closing a Meeting from DPO.

DPO 05-027.
DPO 00-037.

After the closed meeting, a written record of all members of the city council and all other people present must be available to the public. The council must record the proceedings at city expense and preserve the recording for two years after signing the contract. The tape-recording must be available to the public after all labor contracts are signed for the current budget period.

Minn. Stat. § 13D.03, subd. 3.

If someone claims the council conducted public business other than labor negotiations at the closed meeting, a court must privately review the recording of the meeting.

RELEVANT LINKS:

If the court finds the law was not violated, the action must be dismissed, and the recording sealed and preserved. If the court determines a violation of the open meeting law may exist, the recording may be introduced at trial in its entirety, subject to any protective orders requested by either party and deemed appropriate by the court.

2. Not public data under the Minnesota Government Data Practices Act

Minn. Stat. § 13D.05, subd. 2.

The general rule is that meetings cannot be closed to discuss data that are not public under the Minnesota Government Data Practices Act. A meeting must be closed, however, if certain not public data is discussed.

Any portion of a meeting must be closed if expressly required by law or if any of the following types of not public data are discussed:

- Data that would identify victims or reporters of criminal sexual conduct, domestic abuse, or maltreatment of minors or vulnerable adults.
- Active investigative data created by a law-enforcement agency, or internal-affairs data relating to allegations of law-enforcement personnel misconduct.
- Educational, health, medical, welfare, or mental-health data that are not public data.
- Certain medical records.

Minn. Stat. §§ 144.291-.298.

Minn. Stat. § 13D.05, subd. 1(d).

A closed meeting held to discuss any of the not public data listed above must be electronically recorded, and the recording must be preserved for at least three years after the meeting.

Minn. Stat. § 13D.05, subd. 1 (b), (c).
DPO 09-012.

Other not public data may be discussed at an open meeting without liability or penalty if the disclosure relates to a matter within the scope of the public body's authority, and it is reasonably necessary to conduct the business or agenda item before the public body. The public body, however, should make reasonable efforts to protect the data from disclosure. Data discussed at an open meeting retains its original classification; however, a record of the meeting shall be public.

3. Misconduct allegations or charges

Minn. Stat. § 13D.05, subds. 1(d), 2(b). DPO 03-020. (Advising that when a meeting is closed under this exception, Minn. Stat. § 13.43, subd. 2 requires the government entity to identify the individual who is being discussed).

A public body must close one or more meetings for "preliminary consideration" of allegations or charges of misconduct against an individual subject to its authority. This type of meeting must be open at the request of the individual who is the subject of the meeting.

RELEVANT LINKS:

If the public body concludes discipline of any nature may be warranted, further meetings or hearings relating to the specific charges or allegations that are held after that conclusion is reached must be open. This type of meeting must be electronically recorded, and the recording must be preserved for at least three years after the meeting.

DPO 14-004.

The commissioner of the Minnesota Department of Administration has advised that a city could not close a meeting under this exception to consider allegations of misconduct against a job applicant who had been extended a conditional offer of employment. The job applicant was not a city employee.

The commissioner reasoned that the city council had no authority to discipline the job applicant or to direct his actions in any way; therefore, he was not "an individual subject to its authority."

DPO 10-001.
Minn. Stat. § 13.43.

The commissioner has also advised that a recording of a closed meeting for preliminary consideration of misconduct allegations is private personnel data under Minn. Stat. § 13.43, subd. 4, and is accessible to the subject of the data but not to the public. The commissioner noted that at some point in time, some or all of the data on the recording may become public under Minn. Stat. § 13.43, subd. 2.

For example, if the employee is disciplined and there is a final disposition, certain personnel data becomes public.

4. Performance evaluations

Minn. Stat. § 13D.05, subds. 1(d), 3(a). *See* DPO 14-007, DPO 15-002, and DPO 16-002 (discussing what type of summary satisfies the open meeting law).

A public body may close a meeting to evaluate the performance of an individual who is subject to its authority. The public body must identify the individual to be evaluated before closing the meeting.

DPO 05-013 (advising that a government entity could close a meeting under this exception to discuss its contract with an independent contractor when that contractor is an individual human being).

At its next open meeting, the public body must summarize its conclusions regarding the evaluation. This type of meeting must be open at the request of the individual who is the subject of the meeting. If this type of meeting is closed, it must be electronically recorded, and the recording must be preserved for at least three years after the meeting.

5. Attorney-client privilege

RELEVANT LINKS:

Minn. Stat. § 13D.05, subd. 3 (b).
Brainerd Daily Dispatch, LLC v. Dehen, 693 N.W.2d 435 (Minn. Ct. App. 2005). *Prior Lake American v. Mader,* 642 N.W.2d 729 (Minn. 2002). *Northwest Publications, Inc. v. City of St. Paul,* 435 N.W.2d 64 (Minn. Ct. App. 1989).

A meeting may be closed if permitted by the attorney-client privilege. Meetings between a government body and its attorney to discuss active or threatened litigation may only be closed, under the attorney-client privilege, when a balancing of the purposes served by the attorney-client privilege against those served by the open meeting law dictates the need for absolute confidentiality.

Minneapolis Star & Tribune v. Housing and Redevelopment Authority in and for the City of Minneapolis, 251 N.W.2d 620 (Minn. 1976). DPO 14-005. DPO 14-017. DPO 16-003. DPO 17-003.

The need for absolute confidentiality should relate to litigation strategy and will usually arise only after the city has made a substantive decision on the underlying matter. This privilege may not be abused to suppress public observations of the decision-making process and does not include situations where the council will be receiving general legal opinions and advice on the strengths and weaknesses of a proposed underlying action that may give rise to future litigation.

6. Purchase or sale of real or personal property

Minn. Stat. § 13D.05, subd. 3 (c).

A public body may close a meeting to:

- Determine the asking price for real or personal property to be sold by the public body.
- Review confidential or protected nonpublic appraisal data.
- Develop or consider offers or counteroffers for the purchase or sale of real or personal property.

Minn. Stat. § 13.44, subd. 3.

Before holding a closed meeting under this exception, the public body must identify on the record the particular real or personal property that is the subject of the closed meeting.

Minn. Stat. § 13D.05, subd. 3 (c).

The closed meeting must be recorded. The recording must be preserved for eight years and must be made available to the public only after all real or personal property discussed at the meeting has been purchased or sold, or after the public body has abandoned the purchase or sale. The real or personal property that is being discussed must be identified on the recording. A list of members and all other persons present at the closed meeting must be made available to the public after the closed meeting. The actual purchase or sale of the real or personal property must be approved at an open meeting, and the purchase or sale price is public data.

See Closing a Meeting from DPO.
Vik v. Wild Rice Watershed Dist., No. A09-1841 (Minn. Ct. App. Aug. 10, 2010) (unpublished decision) (holding that this exception authorizes closing a meeting to discuss the development or consideration of a property transaction and is not limited to the discussion of specific terms of advanced negotiations). DPO 08-001. DPO 14-014.

7. Security reports

RELEVANT LINKS:

Minn. Stat. § 13D.05, subd. 3 (d).

Meetings may be closed to receive security briefings and reports, to discuss issues related to security systems, to discuss emergency-response procedures, and to discuss security deficiencies in or recommendations regarding public services, infrastructure, and facilities, if disclosure of the information would pose a danger to public safety or compromise security procedures or responses. Financial issues related to security matters must be discussed and all related financial decisions must be made at an open meeting.

Before closing a meeting under this exception, the public body must, when describing the subject to be discussed, refer to the facilities, systems, procedures, services or infrastructures to be considered during the closed meeting. The closed meeting must be recorded, and the recording must be preserved for at least four years.

See Closing a Meeting from DPO.

H. Common issues

1. Interviews

Channel 10, Inc. v. Indep. Sch. Dist. No. 709, 215 N.W.2d 814 (Minn. 1974).

The Minnesota Supreme Court has ruled that a school board must interview prospective employees for administrative positions in open sessions. The court reasoned that the absence of a statutory exception indicated that the Legislature intended such sessions to be open.

As a result, a city council should conduct any interviews of prospective officers and employees at an open meeting if a quorum or more of the council will be present.

Mankato Free Press v. City of North Mankato, 563 N.W.2d 291 (Minn. Ct. App. 1997).

The Minnesota Court of Appeals considered a situation where individual council members conducted separate, serial interviews of candidates for a city position in one-on-one closed interviews.

The district court found that no "meeting" of the council had occurred because there was never a quorum of the council present during the interviews.

However, the court of appeals sent the case back to the district court for a determination of whether the council members had conducted the interview process in a serial fashion to avoid the requirements of the open meeting law.

Mankato Free Press v. City of North Mankato, No. C9-98-677 (Minn. Ct. App. Dec. 15, 1998) (unpublished decision).

On remand, the district court found that the individual interviews were not done to avoid the requirements of the open meeting law. This decision was also appealed, and the court of appeals affirmed the district court's decision. Cities that want to use this type of interview process should first consult their city attorney.

RELEVANT LINKS:

2. Informational meetings and committees

St. Cloud Newspapers, Inc. v. Dist. 742 Community Schools, 332 N.W.2d 1 (Minn. 1983).

The Minnesota Supreme Court has held that informational seminars about school-board business, which the entire board attends, must be noticed and open to the public. As a result, it appears that any scheduled gatherings of a quorum or more of a city council must be properly noticed and open to the public, regardless of whether the council takes or contemplates taking action at that gathering. This includes meetings and work sessions where members receive information that may influence later decisions.

Many city councils create committees to make recommendations regarding a specific issue. Commonly, such a committee will be responsible for researching the issue and submitting a recommendation to the council for its approval.

DPO 08-007.
DPO 13-015.

These committees are usually advisory, and the council is still responsible for making the final decision. This type of committee may be subject to the open meeting law. Some factors that may be relevant in deciding whether a committee is subject to the open meeting law include: how the committee was created and who its members are; whether the committee is performing an ongoing function, or instead, is performing a one-time function; and what duties and powers have been granted to the committee.

DPO 05-014.

For example, the commissioner of the Minnesota Department of Administration has advised that "standing" committees of a city hospital board that were responsible for management liaison, collection of information, and formulation of issues and recommendations for the board were subject to the open meeting law. The advisory opinion noted that the standing committees were performing tasks that relate to the ongoing operation of the hospital district and were not performing a one-time or "*ad hoc*" function.

DPO 07-025.

In contrast, the commissioner has advised that a city's Free Speech Working Group, consisting of citizens and city officials appointed by the city to meet to develop and review strategies for addressing free-speech concerns relating to a political convention, was not subject to the open meeting law. The advisory opinion noted that the group did not have decision-making authority.

A.G. Op. 63a-5 (Aug. 28, 1996).
Sovereign v. Dunn, 498 N.W.2d 62 (Minn. Ct. App. 1993).
DPO 07-025.

It is common for city councils to appoint individual council members to act as liaisons between the council and particular council committees or other government entities. The Minnesota Court of Appeals considered a situation where the mayor and one other member of a city council attended a series of mediation sessions regarding an annexation dispute that were not open to the public.

RELEVANT LINKS:

The Court of Appeals held that the open meeting law did not apply to these meetings concluding "that a gathering of public officials is not a 'committee, subcommittee, board, department or commission' subject to the open meeting law unless the group is capable of exercising decision-making powers of the governing body."

The Court of Appeals also noted that the capacity to act on behalf of the governing body is presumed where members of the group comprise a quorum of the body and could also arise where there has been a delegation of power from the governing body to the group.

If a city is unsure whether a meeting of a committee, board, or other city entity is subject to the open meeting law, it should consult its city attorney or consider seeking an advisory opinion from the commissioner of the Minnesota Department of Administration.

Thuma v. Kroschel, 506 N.W.2d 14 (Minn. Ct. App. 1993).
DPO 16-005.

Notice for a special meeting of the city council may be needed if a quorum of the council will be present at a committee meeting and will be participating in the discussion. For example, when a quorum of a city council attended a meeting of the city's planning commission, the Minnesota Court of Appeals ruled that there was a violation of the open meeting law not because the council members simply attended the meeting but because the council members conducted public business in conjunction with that meeting.

A.G. Op. 63a-5 (Aug. 28, 1996).

Based on this decision, the attorney general has advised that mere attendance by council members at a meeting of a council committee held in compliance with the open meeting law would not constitute a special city council meeting requiring separate notice. The attorney general cautioned, however, that the additional council members should not participate in committee discussions or deliberations absent a separate special-meeting notice of a city council meeting.

3. Social gatherings

St. Cloud Newspapers, Inc. v. Dist. 742 Community Schools, 332 N.W.2d 1 (Minn. 1983). *Moberg v. Indep. Sch. Dist. No. 281*, 336 N.W.2d 510 (Minn. 1983). *Hubbard Broadcasting, Inc. v. City of Afton*, 323 N.W.2d 757 (Minn. 1982).

Social gatherings of city council members will not be considered a meeting subject to the requirements of the open meeting law if there is not a quorum present, or, if a quorum is present, if the quorum does not discuss, decide, or receive information on official city business. The Minnesota Supreme Court has ruled that a conversation between two city council members over lunch about a land-use application did not violate the open meeting law because a quorum of the council was not present.

4. Serial meetings

RELEVANT LINKS:

Moberg v. Indep. Sch. Dist. No. 281, 336 N.W.2d 510 (Minn. 1983). DPO 10-011. DPO 06-017.

The Minnesota Supreme Court has noted that meetings of less than a quorum of a public body held serially to avoid a public meeting or to fashion agreement on an issue of public business may violate the open meeting law.

Mankato Free Press v. City of North Mankato, 563 N.W.2d 291 (Minn. Ct. App. 1997).

The Minnesota Court of Appeals considered a situation where individual council members conducted separate, serial interviews of candidates for a city position in one-on-one closed interviews. The district court found that no "meeting" of the council had occurred because there was never a quorum of the council present during the interviews.

However, the court of appeals sent the case back to the district court for a determination of whether the council members had conducted the interview process in a serial fashion to avoid the requirements of the open meeting law.

Mankato Free Press v. City of North Mankato, No. C9-98-677 (Minn. Ct. App. Dec. 15, 1998) (unpublished decision).

On remand, the district court found that the individual interviews were not done to avoid the requirements of the open meeting law. This decision was also appealed, and the court of appeals affirmed the district court's decision. Cities that want to use this type of interview process with job applicants should first consult their city attorney.

5. Training sessions

Compare *St. Cloud Newspapers, Inc. v. Dist. 742 Community Schools,* 332 N.W.2d 1 (Minn. 1983) and A.G. Op. 63a-5 (Feb. 5, 1975). DPO 16-006.

It is not clear whether the participation of a quorum or more of the members of a city council in a training program would be defined as a meeting under the open meeting law. The determining factor would likely be whether the program includes a discussion of general training information or a discussion of specific matters relating to an individual city.

A.G. Op. 63a-5 (Feb. 5, 1975). DPO 16-006.

The attorney general has advised that a city council's participation in a non-public training program devoted to developing skills was not a meeting subject to the open meeting law.

The commissioner of the Department of Administration has likewise advised that a school board's participation in a non-public team-building session to "improve trust, relationships, communications, and collaborative problem solving among Board members," was not a meeting subject to the open meeting law if the members are not "gathering to discuss, decide, or receive information as a group relating to 'the official business' of the governing body."

However, the opinion also advised that if there were to be any discussion of specific official business by the attending members, either outside or during training sessions, it could be a violation of the open meeting law.

6. Telephone, email, and social media

RELEVANT LINKS:

Moberg v. Indep. Sch. Dist. No. 281, 336 N.W.2d 510 (Minn. 1983). DPO 17-005 (advising communication through a letter violated the open meeting law).

It is possible that communication through telephone calls, email, or other technology could violate the open meeting law. The Minnesota Supreme Court has indicated that communication through letters and telephone calls could violate the open meeting law under certain circumstances. Best practice to share information with the entire council is to send it to city staff and have them distribute it. If a council member needs to email the entire council, they should use blind carbon copy (BCC) to add recipients to avoid accidental use of reply all which may constitute the initiation of a discussion among a quorum of the public body.

DPO 09-020. DPO 14-015.

The commissioner of the Department of Administration has advised that back-and-forth email communications among a quorum of a public body that was subject to the open meeting law in which the members commented on and provided direction about official business violated the open meeting law.

However, the commissioner also advised that "one-way communication between the chair and members of a public body is permissible, such as when the chair or staff sends meeting materials via email to all board members, as long as no discussion or decision-making ensues."

O'Keefe v. Carter, No. A12-0811 (Minn. Ct. App. Dec. 31, 2012) (unpublished decision).

In contrast, an unpublished decision by the Minnesota Court of Appeals concluded that email communications are not subject to the open meeting law because they are written communications and are not a "meeting" for purposes of the open meeting law.

The decision also noted that even if email communications are subject to the open meeting law, the substance of the emails in question did not contain the type of discussion that would be required for a prohibited "meeting" to have occurred. The court of appeals noted that the substance of the email messages was not important and controversial; instead, the email communications discussed a relatively straightforward operational matter.

The decision also noted that the town board members did not appear to make any decisions in their email communications.

Because this decision is unpublished, it is not binding precedent on other courts. In addition, the outcome of this decision might have been different if the email communications had related to something other than operational matters, for example, if the board members were attempting to build agreement on a particular issue that was going to be presented to the town board at a future meeting.

RELEVANT LINKS:

Minn. Stat. § 13D.065.

The open meeting law was amended in 2014 to provide that "the use of social media by members of a public body does not violate the open meeting law as long as the social media use is limited to exchanges with all members of the general public." Email is not considered a type of social media under the new law.

The open meeting law does not define the term "social media," but this term is generally understood to mean forms of electronic communication, including websites for social networking like Facebook, LinkedIn, Instagram, and Twitter through which users create online communities to share information, ideas, and other content.

It is important to remember that the use of social media by council members could still be used to support other claims such as claims of defamation or of conflict of interest in decision-making. As a result, council members should make sure that any comments they make on social media are factually correct and should not comment on issues that will come before the council in the future for a quasi-judicial hearing and decision, such as the consideration of whether to grant an application for a conditional use permit.

See II-G-4 - *Serial meetings*.

It is also important to remember that serial discussions between less than a quorum of the council could violate the open meeting law under certain circumstances.

As a result, city councils and other public bodies should take a conservative approach and should not use telephone calls, email, or other technology to communicate back and forth with other members of the public body if both of the following circumstances exist:

- A quorum of the council or public body will be contacted regarding the same matter.
- Official business is being discussed.

RELEVANT LINKS:

Minn. Stat. § 13.02, subd. 7.

Another thing council members should be careful about is which email account they use to receive emails relating to city business because such emails likely would be considered government data that is subject to a public-records request under the Minnesota Government Data Practices Act (MGDPA).

The best option would be for each council member to have an individual email account that the city provides, and city staff manage. However, this is not always possible for cities due to budget, size, or logistics.

If council members don't have a city email account, there are some things to think about before using a personal email account for city business. First, preferably only the council member should have access to the personal email account. Using a shared account with other family members could lead to incorrect information being communicated from the account, or incoming information being inadvertently deleted. Also, since city emails are government data, city officials may have to separate personal emails from city emails when responding to a public-records request under the MGDPA.

Second, if the account a city council member wants to use for city business is tied to a private employer, that private employer may have a policy that restricts this kind of use.

Even if a private employer allows this type of use, it is important to be aware that in the event of a public-records request under the MGDPA or a discovery request in litigation, the private employer may be compelled to have a search done of a council member's email communications on the private employer's equipment or to restore files from a backup or archive.

See Handbook, *Records Management*, for more information about records management.

What may work best is to use a free, third-party email service, such as Gmail or Hotmail, for your city account and to avoid using that email account for any personal email or for anything that may constitute an official record of city business since such records must be retained in accordance with the state records-retention requirements.

I. Advisory opinions

1. Department of Administration

Minn. Stat. § 13.072, subd. 1 (b). See Minnesota Department of Administration, Data Practices for an index of advisory opinions.

The commissioner of the Minnesota Department of Administration has authority to issue non-binding advisory opinions on certain issues related to the open meeting law. A $200 fee is required. The Data Practices Office (DPO) handles these requests.

See Requesting an Open Meeting Law Advisory Opinion.

A public body, subject to the open meeting law, can request an advisory opinion. A person who disagrees with the way members of a governing body perform their duties under the open meeting law can also request an advisory opinion.

RELEVANT LINKS:

2. Attorney General

Minn. Stat. § 8.07. See index of Attorney General Advisory Opinions from 1993 to present.

The Minnesota Attorney General is authorized to issue written advisory opinions to city attorneys on "questions of public importance." The Attorney General has issued several advisory opinions on the open meeting law.

J. Penalties

Minn. Stat. § 13D.06, subd. 1.

Claude v. Collins, 518 N.W.2d 836 (Minn. 1994).

Any person who intentionally violates the open meeting law is subject to personal liability in the form of a civil penalty of up to $300 for a single occurrence. The public body may not pay the penalty. A court may consider a council member's time and experience in office to determine the amount of the civil penalty.

Minn. Stat. § 13D.06, subd. 2.

O'Keefe v. Carter, No. A12-0811 (Minn. Ct. App. Dec. 31, 2012) (unpublished decision).

An action to enforce this penalty may be brought by any person in any court of competent jurisdiction where the administrative office of the governing body is located.

In an unpublished decision, the Minnesota Court of Appeals concluded that this broad grant of jurisdiction authorized a member of a town board to bring an action against his own town board for alleged violations of the open meeting law. This same decision also concluded that a two-year statute of limitations applies to lawsuits under the open meeting law.

Minn. Stat. § 13D.06, subd. 4. See LMC information memo, *LMCIT Liability Coverage Guide*, for information about insurance coverage for lawsuits under the open meeting law.

The court may also award reasonable costs, disbursements, and attorney fees of up to $13,000 to any party in an action alleging a violation of the open meeting law. The court may award costs and attorney fees to a defendant only if the action is found to be frivolous and without merit.

A public body may pay any costs, disbursements, or attorney fees incurred by or awarded against any of its members.

Minn. Stat. § 13D.06, subd. 4.

If a party prevails in a lawsuit under the open meeting law, an award of reasonable attorney fees is mandatory if the court determines that the public body was the subject of a prior written advisory opinion from the commissioner of the Minnesota Department of Administration, and the court finds that the opinion is directly related to the lawsuit and that the public body did not act in conformity with the opinion. A court is required to give deference to the advisory opinion.

Minn. Stat. § 13D.06, subd. 4 (d). *Coalwell v. Murray*, No. C6-95-2436 (Minn. Ct. App. Aug 6, 1996) (unpublished decision). *Elseth v. Hille*, No A12-1496 (Minn. Ct. App. May 13, 2013) (unpublished decision).

No monetary penalties or attorney fees may be awarded against a member of a public body unless the court finds that there was intent to violate the open meeting law.

RELEVANT LINKS:

Minn. Stat. § 13D.06, subd. 3 (a). *Brown v. Cannon Falls Twp.*, 723 N.W.2d 31 (Minn. Ct. App. 2006).

If a person is found to have intentionally violated the open meeting law in three or more separate actions involving the same governing body, that person must forfeit any further right to serve on the governing body or in any other capacity with the public body for a period of time equal to the term of office the person was serving.

Minn. Stat. § 13D.06, subd. 3 (b).

If a court finds a separate, third violation that is unrelated to the previous violations, it must declare the position vacant and notify the appointing authority or clerk of the governing body. As soon as practicable, the appointing authority or governing body shall fill the position as in the case of any other vacancy. Under the Minnesota Constitution, the Legislature may provide for the removal of public officials for malfeasance or nonfeasance. To constitute malfeasance or nonfeasance, a public official's conduct must affect the performance of official duties and must relate to something of a substantial nature directly affecting the rights and interests of the public.

Minn. Const. art. VIII, § 5.

Jacobsen v. Nagel, 255 Minn. 300, 96 N.W.2d 569 (1959).

Jacobsen v. Nagel , 255 Minn. 300, 96 N.W.2d 569 (1959). *Claude v. Collins,* 518 N.W.2d 836 (Minn. 1994).

"Malfeasance" refers to evil conduct or an illegal deed. "Nonfeasance" is described as neglect or refusal, without sufficient excuse, to perform what is a public officer's legal duty to perform. More likely than not, a violation of the open meeting law would be in the nature of nonfeasance. Although good faith does not nullify a violation, good faith is relevant in determining whether a violation amounts to nonfeasance.

Sullivan v. Credit River Twp., 299 Minn. 170, 217 N.W.2d 502 (1974). *Hubbard Broadcasting, Inc. v. City of Afton,* 323 N.W.2d 757 (Minn. 1982). *In re D & A Truck Line, Inc.*, 524 N.W.2d 1 (Minn. Ct. App. 1994*)*.

The open meeting law does not address whether actions taken at a meeting that does not comply with its requirements would be valid.

Sullivan v. Credit River Township, 217 N.W.2d 502 (Minn. 1974). *Lac Qui Parle-Yellow Bank Watershed Dist. v. Wollschlager,* No. C6-96-1023 (Minn. Ct. App. Nov. 12, 1996) (unpublished decision*)*. DPO 11-004.

Minnesota courts have generally refused to invalidate actions taken at an improperly closed meeting because this is not a remedy the open meeting law provides.

Quast v. Knutson, 276 Minn. 340, 150 N.W.2d 199 (1967).

But the Minnesota Supreme Court has held that an attempted school district consolidation was fatally defective when the initiating resolution was adopted at a meeting that was not open to the public.

III. Meeting procedures

A. Citizen involvement

RELEVANT LINKS:

Any person may observe council meetings. In fact, the council should encourage citizen attendance to help raise awareness of the city's problems and help create support for programs suggested by the council.

Minn. Stat. § 13D.01, subd. 6.

Citizens must be able to hear the discussion at a meeting and must be able to determine who votes for or against a motion.

DPO 08-015. DPO 17-006.

One copy of any printed materials relating to the agenda items of the meeting that have been distributed or made available to all members of the council must be made available to the audience unless doing so would violate the Minnesota Government Data Practices Act.

Minn. Stat. § 412.191, subd. 2.

Although anyone can attend council meetings, citizens cannot speak or otherwise participate in any discussions unless the mayor or the presiding officer recognizes them for this purpose. The decision to recognize speakers is usually up to the mayor or presiding officer, but the council can overrule this decision. The council can, through a motion, decide to hear one or more speakers from the audience.

Participation in council meetings can be intimidating for the average citizen. Councils should make sure citizens are invited to participate when appropriate and listened to with courtesy. Individual council members should not argue with citizens. Citizens attend council meetings to give information for the council to consider. Discussions or debates between individual council members and citizens during council meetings is inappropriate and may reflect badly on the decision-making process.

B. Recording and broadcasting of meetings

A.G. Op. 63a-5 (Dec. 4, 1972).

The public may make an audio or videotape of an open meeting if doing so does not have a significantly adverse impact on the order of the meeting. The city council may not prohibit dissemination or broadcast of the tape.

Minn. Stat. § 13.03, subd. 1. Minn. Stat. § 13.02, subd. 7.

Cities may also choose to record council meetings. The recording is a government record that must be kept in compliance with the city's records-retention policy. It must also be made available to the public if it contains public data.

Minn. Stat. § 13D.05, subd. 1(d). See Part II-F for more information about the exceptions to the open meeting law.

All closed meetings, except meetings closed under the attorney-client privilege, must be electronically recorded at the city's expense. Unless otherwise provided by law, the recordings must be preserved for at least three years after the date of the meeting.

Minn. Stat. § 363A.12. 42 U.S.C. §§ 12101-12213. 28 C.F.R. § 35.160. See *Effective Communication,* U.S. Department of Justice.

Many cities broadcast their council meetings over cable television. Broadcasts may need to be closed-captioned or signed to provide effective communication for persons with disabilities.

RELEVANT LINKS:

While the Americans with Disabilities Act has always required cities to provide auxiliary aids and services when necessary to ensure effective communication, federal regulations now specifically allow for the use of video remote-interpreting services if the city complies with certain performance standards addressing high-speed internet connection, video and audio quality, and user training.

28 C.F.R § 35.160.

The regulations also provide guidance on cities' obligations to communicate with disabled family members and other companions and on using children as interpreters (which is prohibited unless no other interpreter is available, and an emergency situation exists). A city should never require an individual to bring his or her own interpreter but may honor a specific request to allow an adult accompanying a disabled individual to interpret where reliance on that person is appropriate.

Bahl v. Ramsey County, 695 F.3d 778 (8th Cir. 2012). *Loye v. Dakota County,* 625 F.3d 494 (8th Cir. 2010).

C. Meeting room

State law prohibits smoking at a public meeting to protect city employees and the public from the hazards of secondhand smoke and involuntary exposure to aerosol or vapor from electronic delivery devices. This prohibition also applies to the use of electronic cigarettes.

Minn. Stat. § 144.414, subd. 1. Minn. Stat. § 144.412.

Both the meeting and the meeting room must be accessible. To ensure accessibility, the meeting should be located in a room that all people, including people with disabilities, can access.

Minn. Stat. § 363A.12, subd. 1. 42 U.S.C. §§ 12101-12213. See U.S. Department of Justice, Civil Rights Division, *The ADA and City Governments: Common Problems* (2008).

D. Maintaining order

Although meetings must be open to the public, individuals who are noisy or unruly do not have the right to remain in council chambers.

Minn. Stat. § 412.191, subd. 2. Minn. Stat. § 609.72, subd. 1(2).

Note: The Minnesota Supreme Court held that this statutory provision is unconstitutional in violation of the First Amendment because it is overbroad.

When individuals abuse their right to be present in the council chamber, the mayor, as presiding officer (subject to being overruled by the council), should order their removal from the room. If the presiding officer fails to act, the council may, by motion, issue such an order. The council has authority to preserve order at its meetings.

See State v. Hensel, 901 N.W.2d 166 (Minn. 2017). *State v. Occhino,* 572 N.W.2d 316 (Minn. Ct. App. 1997). *Steinburg v. Chesterfield County Planning Comm'n,* 527 F.3d 377 (4th Cir. 2008).

When individuals abuse their right to be present in the council chamber, the mayor, as presiding officer (subject to being overruled by the council), should order their removal from the room. If the presiding officer fails to act, the council may, by motion, issue such an order. The council has authority to preserve order at its meetings. The council can use necessary force, including use of the police, to carry out the mandate. If a person is excluded from a meeting, the council should provide an opportunity for the excluded person to give his or her interpretation of the exclusion to a designated city staff member to satisfy any due-process concerns.

RELEVANT LINKS:

See Section I-F for more information about adjourned meetings.

If the audience becomes so disorderly that it is impossible to carry on a meeting, the mayor can declare the council meeting adjourned to some other time. The members of the council can also move for adjournment.

No matter how disorderly a meeting may be, it is a legal meeting and any action the council takes in proper form is valid. The council cannot issue contempt citations against individuals whose disorderly conduct disrupts or interferes with the transaction of city business.

E. Rules of order

Minn. Stat. § 412.191, subd. 2.

The city council has the power to regulate its own procedure, including meeting procedures. The most efficient and effective way to manage meetings and reduce the risk of mishandling important matters is by adoption of, and general adherence to, rules of order. These are rules designed to preserve order, expedite business, and protect the rights of those involved in making decisions. Rules of order are also referred to as parliamentary rules of procedure, parliamentary procedure, rules of procedure or procedural rules. The best rules of order are written, formally adopted and easy enough to allow every member to participate as fully as possible. It's very important to adopt written rules of order before there is a problem that rules of order could solve. If a meeting becomes contentious for whatever reason, it may be impossible to get back on track if there isn't already agreement on how the meeting should proceed.

See Minnesota Mayors Handbook for sample Rules of Order for City Councils.

Most cities formally or informally follow some version of Robert's Rules of Order, even though these rules are long, complicated and not ideally suited for smaller bodies made up of individuals with limited time or experience in rules of order. The League and Minnesota Mayor's Association provide a sample of simplified rules of order (complete with a 2-page cheat sheet) in the *Minnesota Mayor's Handbook*.

RELEVANT LINKS:

1. Agendas

The bylaws should establish an order of business and a process for placing items on an agenda. Many councils have found the following order of business convenient:

- Call to order
- Roll call
- Approval of minutes from previous meeting
- Consent agenda
- Petitions, requests, and complaints
- Reports of officers, boards, and committees
- Reports from staff and administrative officers
- Ordinances and resolutions
- Presentation of claims (The authorization for paying city claims and bills are often included in the consent agenda.)
- Unfinished business
- New business
- Miscellaneous announcements
- Adjournment

2. Consent agenda

By resolution or through bylaws, a council may establish a consent agenda containing routine, non-controversial items that need little or no deliberation. The clerk or the person responsible for placing items on the agenda prepares the consent agenda. By a majority or higher vote, the council can approve all actions on the consent agenda with one vote.

If a council member objects to an item being placed on the consent agenda, it should be removed and acted on as a separate agenda item.

3. Tips for managing meetings

In addition to the consent agenda, councils may consider the following suggestions for managing meetings.

Council bylaws may set a closing date for placing items on the agenda. For example, the clerk must receive all requests to include items on the agenda five days before the meeting. This is especially important if council members need to review written material before the meeting. The council might make an exception in special situations. The council should set a definite time for adjournment and observe this rule.

At some time during the meeting, often at the beginning, many city councils establish a specific time when citizens can present concerns to the council. In such an open forum, the mayor or presiding officer should provide a limited time for each person who wishes to speak. No action should be taken on any of the issues raised. Rather, if appropriate, the issues should be placed on the agenda of a future council meeting.

834 VOICE v. Indep. Sch. Dist. No. 834, 893 N.W.2d 649 (Minn. Ct. App. 2017) (upholding school board's public speaking time restrictions).

RELEVANT LINKS:

When the council is going to discuss a major public issue, the bylaws, or the council, by resolution, may provide a limited, specific amount of time for each side to express its views. The council may also follow this procedure for all items on the agenda.

F. Voting procedures

State law does not regulate the process of council voting. The council may generally use whatever procedures it prefers, subject to charter provisions in home rule charter cities.

The council's bylaws can include voting rules. Otherwise, the council may use voice voting or standing voting unless a council member calls for voting by ballot. The bylaws can also set the order in which council members vote. Whether the vote is unanimous or not, the minutes must record the votes of the members of the council and the vote of each member must be recorded on each appropriation of money, except for payments of judgments, claims, and amounts fixed by statute.

Minn. Stat. § 13D.01, subd. 4.

In addition, The Minnesota Court of Appeals has concluded that secret voting violates the purposes of the open meeting law.

Mankato Free Press v. City of North Mankato, 563 N.W.2d 291 (Minn. Ct. App. 1997).

The Court of Appeals reasoned that a meeting is not "open" to the public if voting is conducted in secret because it denies the public the right to observe the decision-making process, to know council members' stance on issues, and to be fully informed about the councils' actions.

DPO 10-011. See LMC information memo, *Meetings of City Councils* for more information about voting.

G. Role of the mayor and clerk

Mayors have the same powers as council members to make, second, and vote on motions in statutory cities. The mayor does not have a veto, and the mayor generally may not vote twice to break a tie. If there is a tie vote in filling a vacancy in elective office, however, the mayor must break the tie by making the appointment. The mayor presides at council meetings, and the clerk keeps the minutes. In the absence of the mayor, the acting mayor must perform the mayor's duties. The acting mayor is chosen at the first meeting each year.

Minn. Stat. § 412.02, subd. 2a. Minn. Stat. § 412.191, subd. 2. Minn. Stat. § 412.121.
See LMC information memo, *Role with It: Individual versus Council Authority.*

In some charter cities, the mayor has veto power. Charter cities should consult their charters for more information.

In Plan A or Plan B statutory cities, the clerk attends council meetings and records the minutes but may not make, second, or vote on motions. In addition, unless the council extends the privilege, the clerk lacks the right to participate in discussions.

RELEVANT LINKS:

Minn. Stat. § 412.191.

In Standard Plan statutory cities, the clerk is an elected member of the council and has the same voting powers as the other council members. Charter cities should consult their charters for more information about the clerk's role.

H. Minutes of council meetings

Minn. Stat. § 15.17. Minn. Stat. § 412.151, subd. 1.

The council must keep a full and accurate record of its actions at every council meeting. In statutory cities, the clerk records the council proceedings in a minute book. In the clerk's absence, the council should delegate the duty of taking minutes for that meeting.

The clerk determines the actual wording of the minutes, unless the council adopts a standard form by motion or specifically directs the clerk to change the wording. The minutes should be written in language average citizens can understand. Reference to numbers of ordinances, resolutions, and other matters also should include a brief description of their subject matter.

A.G. Op. 470-c (Feb. 18, 1959).

If the council finds a mistake in the minutes of the previous meeting, the clerk should correct the minutes. If the clerk declines, the council can order the change by motion and a vote.

The clerk must then make the change and show in the minutes that the change was made by order of the council.

Once the council has formally approved the minutes of any meeting, they should not be changed under any circumstance. The council can dispense with the reading of the minutes if all council members have received them prior to the meeting.

Minn. Stat. § 412.221, subd. 1. Minn. Stat. § 15.17, subd. 1.

The council must provide books and stationery for keeping minutes. State law requires all cities to keep minutes on a physical medium that is of a quality that will ensure permanent records.

Minn. Stat. § 412.151, subd. 1.

Because minutes would likely be considered official papers of the city, they should be signed by the clerk. Although not required by law, in many cities the mayor also signs the minutes after the council approves them.

For more information, see LMC information memo, *Data Practices: Analyze, Classify, Respond.*

If the minute book includes only a clipping from the published proceedings, the clerk should sign the clipping even though the signatures of the clerk and mayor are already printed on the clipping.

Minn. Stat. § 13D.01, subd. 5
DPO 22-002

Minutes of open meetings are public records and must be open to the public during all normal business hours where records of the public body are kept.

1. Publication of council minutes

RELEVANT LINKS:

Minn. Stat. § 412.191, subd. 3. Minn. Stat. § 331A.01, subd. 10. Minn. Stat. § 331A.08, subd. 3.

After every regular or special meeting, statutory cities with populations over 1,000 (according to the latest federal census) must publish the official council minutes or a summary of the official minutes unless the city alternatively chooses to mail (at city expense) a copy of the minutes to any resident upon request. The summary must include action on motions, resolutions, ordinances, and other official proceedings.

Minn. Stat. § 412.191, subd. 3.

The summary must state that the full text of the official minutes is available for public inspection at a designated location or by standard or electronic mail. Publication of the council minutes must generally occur within 30 days of the meeting. If a city council does not conduct a regular meeting more than once every 30 days, however, the city does need not publish the meeting minutes until 10 days after they have been approved by the governing body.

Cities with a population of less than 1,000 are not required to publish the council minutes but may choose to do so. The publication requirement in state law does not cover home rule charter cities; therefore, charter cities should consult their charter to determine whether it has publication requirements.

2. Content of council minutes

Minn. Stat. § 13D.01, subd. 4. Minn. Stat. § 412.191, subd. 3. Minn. Stat. § 331A.01, subd. 6.

The clerk must include the following information in the minutes:

- The members of the public body who are present.
- The members who make or second motions.
- Roll-call vote on motions.
- Subject matter of proposed resolutions or ordinances.
- Whether the resolutions or ordinances are defeated or adopted.
- The votes of the members of the council.
- The vote of each council member must be recorded on each appropriation of money, except for payments of judgments, claims, and amounts fixed by statute.

Minn. Stat. § 412.151, subd. 1.

Ordinances, resolutions, and claims considered by the council do not need to be fully detailed in the minutes if they appear in other permanent records kept by the clerk and can be accurately identified by the description given in the minutes.

See Office of the State Auditor, *Statement of Position: Meeting Minutes*.

The Office of the State Auditor has recommended that meeting minutes include the following information in addition to the information required by state statute.

RELEVANT LINKS:

- Type of meeting (regular, special, emergency, etc.).
- Type of group meeting (whether the meeting is a meeting of the governing body or committee, for example).
- Date and place the meeting was held.
- Time the meeting was called to order.
- Approval of minutes of the previous meeting, with any corrections.
- Identity of parties to whom contracts were awarded.
- Abstentions from voting due to a conflict and the member's name and reason for abstention.
- Reasons the governing body awarded a particular contract to a bidder other than the lowest bidder.
- Granting of variances and special use permits.
- Approval of hourly rates paid for services provided, mileage rates, meal-reimbursement amounts, and per-diem amounts.
- Listing of all bills allowed or approved for payment, noting the recipient, purpose, and amount.
- List of all transfers of funds.
- Appointments of representatives to committees or outside organizations.
- Reports of the officers.
- Authorizations and directions to invest excess funds, information on investment redemptions and maturities.
- Time the meeting concluded.

3. Making an adequate record

It is very important to make an adequate record of council decisions and of the information on which council members base their decisions. Minutes are the primary record of the decision-making process and are critical if council actions are challenged.

Council actions are generally classified as either legislative or administrative in nature. The establishment of general policies and procedures is legislative action and is subject to limited judicial review. Courts typically will not substitute their judgment for a council's judgment on these topics.

Administrative or quasi-judicial actions involve the application of a general policy to a specific person or situation.

An example of a quasi-judicial decision is a city council's decision regarding whether an applicant has satisfied the criteria for a conditional use permit. Administrative actions are subject to greater judicial scrutiny, and will be set aside if they are arbitrary, unreasonable, or capricious. Therefore, it is important for the council to develop an accurate record and findings.

RELEVANT LINKS:

Metro 500, Inc. v. City of Brooklyn Park, 297 Minn. 294, 211 N.W.2d 358 (1973). *Inland Constr. Co. v. City of Bloomington*, 292 Minn. 374, 195 N.W.2d 588 (1972). *Bank of America, FSB v. City of St. Paul, No.* C7-97-1073 (Minn. Ct. App. Feb. 17, 1998) (unpublished decision).
See Handbook, *Comprehensive Planning, Land Use, and City Owned Land.*

For a court to meaningfully review council actions, the minutes must clearly and precisely state the council's findings of facts and how those facts led to the council's decision. Findings of fact serve not only to improve the decision-making process, but also aid in judicial review. The findings are part of the record. When a court reviews council proceedings it will rely on the records the city actually kept and not on the records the city might have maintained.

4. Parts of the record

When the city council or other public body holds a hearing, the record usually consists of two separate parts: the transcript, which preserves testimony, and the final order or determination. Following is a sample final-order outline for a conditional use permit. The elements of the order reflect the steps taken by a hearing body in arriving at a decision.

- A caption or title, such as, "In the matter of Ms. X's application for a conditional use permit."
- A preamble that summarizes the council's actions at the hearing and states the purpose of the application.
- Findings of fact (individually numbered).
- Conclusions or reasons.
- A decision.
- An opinion (if any).
- A copy of the transcript, tape recording or, at minimum, detailed minutes that include all objections and rulings on them (if any).

When a council prepares precise findings of relevant facts, the result is a well-reasoned decision. When a council can demonstrate its conclusions are consistent with all the facts in the record, its decision is likely to be upheld if challenged.

The record should also demonstrate compliance with all constitutional requirements, as well as with all procedural requirements. Often, due-process deficiencies, such as lack of notice, provide grounds for appeal.

IV. Motions, resolutions, and ordinances

A. Passing motions, resolutions, and ordinances

RELEVANT LINKS:

See Section IV C - *Ordinances* for information regarding the requirements for providing notice of proposed ordinances.

Any council member, including the mayor, may introduce an ordinance or resolution. When ordinances or resolutions are before the council, the council may act upon them at once, refer them to a committee for study and recommendation, postpone consideration to some future time, or take any of the other subsidiary or privileged motion actions.

After the council has completed all consideration and discussion of the matter, the presiding officer should read the ordinance or resolution and call for a vote.

If the council decides to refer the matter to a committee, the committee may investigate and recommend passage of the ordinance or resolution in its original form or in an amended form, or it may reject the ordinance or resolution. Debate on the ordinance or resolution may take place at the time of its introduction, while a committee is considering it, and after the committee has reported its findings and recommendations.

Most resolutions and procedural motions of the council must receive a majority of the votes cast to be adopted. To illustrate: if two members of the council vote in favor of a resolution, one votes against it, and two abstain from voting, the resolution passes.

Minn. Stat. § 412.191, subd. 4.
Minn. Stat. § 412.851.

State law requires some resolutions to be adopted by more than a majority of those voting on the resolution. For example, a resolution to approve summary publication of an ordinance requires a four-fifths vote of the members of the council. Likewise, a four-fifths vote of the members of the council is required to vacate a street.

Minn. Stat. § 412.191, subd. 4.

Minn. Stat. § 462.357, subd. 2b.

Ordinances in statutory cities must be enacted by "a majority vote of all the members of the council," except where a larger number is required by law. Therefore, on a five-member council, an ordinance would need at least three favorable votes to pass. State law requires a larger number in some circumstances. For example, a two-thirds vote of all the members of a city council is required to change the classification of land in a zoning district from residential to commercial or industrial.

B. Differences between motions, resolutions, and ordinances

1. Motions

A motion is a matter of the rules of order.

Motions generally are made orally and may introduce ordinances and resolutions, amend them, and take any other action.

RELEVANT LINKS:

2. Resolutions

Lindahl v. Indep. Sch. Dist. No. 306, 270 Minn. 164, 133 N.W. 2d 23 (Minn. 1965).

A resolution is essentially a formal, written expression of an approved motion. Councils should use resolutions for any action of a temporary, routine, or administrative nature. For example, resolutions should be used to approve contracts and may be helpful to record findings of fact regarding planning and zoning decisions. Courts may view motions that are approved and recorded to be the equivalent of resolutions. A resolution must be used when required by law, for example, a resolution must be used when approving a contract under an exception to the conflict of interest prohibition.

Minn. Stat. § 471.89.

If the council has any doubt whether a motion or a resolution is necessary to take a particular action, it is generally best to proceed as if the action requires a resolution.

Standard Resolution Template, LMC Model Resolution.

In its traditional form, a resolution begins with a "whereas" clause or clauses explaining the reason for the action, followed by the substance of the resolution beginning with "Therefore, be it resolved" or some similar phrase distinguishing the action from "The council ordains" enacting clause of an ordinance. In more recent practice, the preamble is omitted and the material setting out the reason for the action is given as a separately numbered section or sections of the body of the resolution.

3. Ordinances

See, *Hanson v. City of Granite Falls,* 529 N.W.2d 485 (Minn. Ct. App. 1995).

If the council has any doubt whether a resolution or an ordinance is necessary to take a particular action, it is generally best to proceed as if the action requires an ordinance.

Any council enactment that regulates people or property and provides a penalty if violated should be adopted in the form of an ordinance. As a result, the council must pass, in ordinance form, all police regulations for public health, morals, economic well-being, welfare, and safety. Ordinance regulations should be of general application within the city, and of a permanent and continuing nature.

Minn. Stat. § 609.0332.
Minn. Stat. § 609.034 (increased the maximum fine to $1,000 (misdemeanors) and $300 (petty misdemeanors)).
State v. Weltzin, 618 N.W.2d 600 (Minn. Ct. App. 2000).

Violations of an ordinance may be specified in the ordinance to be either a misdemeanor or a petty misdemeanor. State law establishes the maximum penalty for each violation. The maximum penalty for a misdemeanor is a $1,000 fine or imprisonment for up to 90 days, or both. The maximum penalty for a petty misdemeanor is a $300 fine. Generally, if an ordinance does not provide for the penalty of imprisonment, individuals prosecuted for its violation are not entitled to a jury trial.

State law requires city councils to adopt ordinances to take certain actions, including the following:

Minn. Stat. § 44.02.
Minn. Stat. § 160.232(d).
Minn. Stat. § 205.07, subd. 1.

- Establish a municipal merit system.
- Authorize mowing of ditches outside city.
- Hold elections in odd number years and set transition terms.

RELEVANT LINKS:

Minn. Stat. § 238.084.	• Grant cable franchise.
Minn. Stat. § 272.67.	• Create urban and rural service districts.
Minn. Stat. § 273.1321, subd. 1.	• Establish a program to encourage redevelopment of vacant commercial properties.
Minn. Stat. § 299F.362, subd. 9.	• Adopt more restrictive rules for installation of smoke detectors in single-family homes.
Minn. Stat. § 346.47, subd. 2.	• Establish a longer time for redemption of impounded animals.
Minn. Stat. § 349.213, subd. 1(f).	• Require an organization conducting lawful gambling to make an expenditure to the city.
Minn. Stat. § 410.12, subd. 5.	• Propose amendments to a home rule charter.
Minn. Stat. § 412.02, subd. 2a.	• Establish conditions under which a special election to fill a vacancy will be held.
Minn. Stat. § 412.02, subd. 3. Minn. Stat. § 412.591, subd. 2.	• Combine or separate the office of clerk and treasurer.
Minn. Stat. § 412.02, subd. 6.	• Submit question to voters to increase or reduce number of council members.
Minn. Stat. § 412.021, subd. 5.	• Set the initial salaries for mayor and council member upon incorporation.
Minn. Stat. § 412.022, subd. 1.	• Establish a four-year term, or reestablish a two-year term, for mayor.
Minn. Stat. § 412.151, subd. 2.	• Delegate bookkeeping duties of clerk to another officer or employee.
Minn. Stat. § 412.221, subd. 6.	• Regulate the use of streets and other public grounds to prevent encumbrances or obstructions, and to require the owners or occupants of buildings and the owners of vacant lots to remove any snow, ice, dirt or rubbish from sidewalks, and to assess the cost of removal against the owners.
Minn. Stat. § 412.221, subd. 8.	• Regulate the setting out and protection of trees, shrubs, and flowers in the city or upon its property.
Minn. Stat. § 412.221, subd. 11.	• Regulate the use of wells, cisterns, reservoirs, waterworks, and other means of water supply.
Minn. Stat. § 412.221, subd. 12.	• Regulate the location, construction, and use of piers, docks, wharves, and boat houses on navigable waters, and to maintain public docks and warehouses.
Minn. Stat. § 412.221, subd. 14.	• Regulate tourist camps and automobile parking facilities.
Minn. Stat. § 412.221, subd. 16.	• Establish a hospital board and authorize it to establish a separate fund in the city treasury.
Minn. Stat. § 412.221, subd. 17.	• Prevent, control, or extinguish fires.
Minn. Stat. § 412.221, subd. 18.	• Name or rename streets and public places, number and renumber the lots and blocks of the city and make and record a consolidated plat of the city.
Minn. Stat. § 412.221, subd. 19. Minn. Stat. § 330.025. Minn. Stat. § 437.02.	• License and regulate transient merchants, dealers, hawkers, peddlers, solicitors, and canvassers. (Cities can no longer license auctioneers.)
Minn. Stat. § 412.221, subd. 20.	• License taxis and automobile rental agencies.

RELEVANT LINKS:

Minn. Stat. § 412.221, subd. 21.
- Regulate animals, including the keeping of animals, running of animals at large, and impounding of animals.

Minn. Stat. § 412.221, subd. 22.
- Establish various health regulations, including establishing a board of health.

Minn. Stat. § 412.221, subds. 23, 24.
- Regulate nuisances, and noise and disorder.

Minn. Stat. § 412.221, subd. 25.
- Regulate amusements.

Minn. Stat. § 412.221, subd. 26.
- Restrain vice.

Minn. Stat. § 412.221, subd. 27.
- Regulate public dances.

Minn. Stat. § 412.221, subd. 28. Minn. Stat. § 326B.121.
- Regulate the construction of buildings. (The city only may adopt regulations found in the state building code).

Minn. Stat. § 412.221, subd. 30.
- License and regulate restaurants.

Minn. Stat. § 412.221, subd. 31.
- Require sewer connections.

Minn. Stat. § 412.331.
- Create a utility commission.

Minn. Stat. § 412.501.
- Create a park board if the city's population is more than 1,000.

Minn. Stat. § 412.221, subd. 32.
- Provide for the governance and good order of the city; the prevention of vice; the prevention of crime; the protection of public and private property; the benefit of residence; trade and commerce; and the promotion of health, safety, order, convenience, and the general welfare.

Minn. Stat. § 412.671.
- Enact an administrative code.

Minn. Stat. § 412.681.
- Plan B cities: create or abolish officers subordinate to the city manager.

Minn. Stat. § 412.741.
- Plan B cities: adopt regulations for safekeeping and disbursement of funds.

Minn. Stat. § 412.751.
- Plan B cities: authorize issuance of emergency debt certificates.

Minn. Stat. § 413.02.
- Change name of city.

Minn. Stat. § 414.033.
- Annex property by ordinance.

Minn. Stat. § 415.02.
- Declare codification of ordinances to be prima facie evidence of the law.

Minn. Stat. § 415.11.
- Set the salaries for mayor and council members.

Minn. Stat. § 416.01.
- Establish memorials for veterans.

Minn. Stat. § 419.01. Minn. Stat. § 419.02.
- Create a police civil service commission; combine police civil service commission with existing fire commission.

Minn. Stat. § 420.01.
- Create a fire civil service commission.

Minn. Stat. § 428A.02.
- Establish a special services district.

Minn. Stat. § 428A.13, subd. 2.
- Adopt housing improvement area.

Minn. Stat. § 429.061, subds. 1 and 3.
- Authorize partial prepayment of a special assessment.

Minn. Stat. § 429.101.
- Collection of unpaid special charges.

Minn. Stat. § 430.01.
- First class cities: various activities related to parks, parking lots, and pedestrian malls.

RELEVANT LINKS:

Minn. Stat. § 435.193.	• Adopt standards for deferring assessments for senior, disabled, or military persons.
Minn. Stat. § 435.26.	• First class cities: issue certificates of indebtedness for sprinkling streets.
Minn. Stat. § 435.44, subd. 1.	• Establish a sidewalk improvement district.
Minn. Stat. § 440.11.	• Change street name.
Minn. Stat. § 440.37.	• First class city: extend street outside corporate limits.
Minn. Stat. § 441.48.	• Elect to exercise powers granted in Minn. Stat. §§ 441.47-.55 (toll bridges).
Minn. Stat. § 441.49.	• Issue revenue bonds for toll bridges.
Minn. Stat. § 441.50.	• Establish tolls for toll bridges and create fund for certain revenue from toll bridges.
Minn. Stat. § 443.015.	• Assess costs for garbage collection.
Minn. Stat. § 443.28.	• First class cities: establish rates for operation of solid waste facilities.
Minn. Stat. § 443.31.	• First class cities: regulate garbage collection.
Minn. Stat. § 443.35.	• First class cities: impose penalties related to garbage accumulation, collection, or disposition.
Minn. Stat. § 444.17.	• Establish a storm sewer improvement tax district.
Minn. Stat. § 447.41.	• Establish and make rules for operation of nursing home.
Minn. Stat. § 448.54.	• First class cities: adopt penalties for violations relating to parkways.
Minn. Stat. § 449.15.	• Impose license fee on amusement machines.
Minn. Stat. § 450.20.	• First class cities: establish city art commission.
Minn. Stat. § 451.07.	• First class cities: permit public service corporation to use streets to supply utilities.
Minn. Stat. § 452.08.	• First class cities: own, construct, acquire, purchase, maintain, operate, or lease any public utility.
Minn. Stat. § 452.09.	• First class cities: issue certificates of indebtedness for operation of a public utility.
Minn. Stat. § 458.33.	• First class cities: issue and sell bonds to pay for levees.
Minn. Stat. § 459.14.	• Set fees for parking facilities.
Minn. Stat. § 461.19.	• Regulate tobacco.
Minn. Stat. § 462.353.	• Adopt and amend a comprehensive plan.
Minn. Stat. § 462.353, subd. 4.	• Establish planning and zoning fees. (Cities that collect an annual total of $5,000 or less, however, may simply refer to a fee schedule in their planning and zoning ordinances. The fee schedule may be adopted by ordinance or resolution following public notice and hearing).
Minn. Stat. § 462.355.	• Adopt an interim ordinance.
Minn. Stat. § 462.357, subd. 1e.	• Regulate nonconformities.
Minn. Stat. § 462.357, subds. 1 and 4.	• Adopt and amend a zoning ordinance.
Minn. Stat. § 462.358.	• Adopt and amend subdivision regulations.
Minn. Stat. § 463.251, subd. 4.	• Provide for emergency securing of vacant buildings.

RELEVANT LINKS:

Minn. Stat. § 465.27.
Minn. Stat. § 465.30.

- First class cities: adopt survey and map before diversion of stream; appoint appraisers to determine damages for use of eminent domain authority.

Minn. Stat. § 465.48.

- First class cities: prescribe penalties for violation related to diverted channel.

Minn. Stat. § 465.74, subd. 5.

- Grant a district heating franchise.

Minn. Stat. § 471.193.

- Establish and regulate a heritage preservation commission.

Minn. Stat. § 471.195.

- Provide for custody and disposal of unclaimed property.

Minn. Stat. § 471.345, subd. 7.

- Establish prevailing wage and working conditions.

Minn. Stat. § 471.57.

- Establish public works reserve fund.

Minn. Stat. § 471.635.

- Regulate location of firearms dealers.

Minn. Stat. § 471.985.

- Prohibit trespassing for purpose of consuming alcohol or controlled substances.

Minn. Stat. § 471.9996, subd. 2.

- Establish rent control.

Minn. Stat. § 473.192, subd. 3.

- Metropolitan area cities in aircraft noise zones: regulate building methods to reduce the effect of airport noise.

Minn. Stat. § 473.206.

- Metropolitan area cities: adoption of model ordinances to protect resources.

Minn. Stat. § 473.4055.

- Metropolitan area cities: regulate horns, whistles, and warnings of light rail transit vehicles.

Minn. Stat. § 475.53, subd. 8.

- Reserve a portion of unencumbered debt limit related to a solid waste disposal facility.

Minn. Stat. § 473.811, subds. 4a and 5.

- Metropolitan area cities: regulate solid waste collection and management.

Minn. Stat. § 475.525, subd. 3.

- Authorize housing and redevelopment authority to issue district heating bonds.

RELEVANT LINKS:

C. Ordinances

Only the city council has the power to enact ordinances. Generally, ordinances do not need voter approval. The statutes do not authorize a council to seek voter consent to a proposed ordinance or even to ask for an advisory opinion on its desirability. In home rule charter cities, the charter may provide for voter approval of or advisory elections on particular ordinances.

Minn. Stat. § 412.191, subd. 4. A.G. Op. 4720 (July 31, 1959). Minn. Stat. § 412.221, subd. 33.

City councils can only deal with subjects that the Legislature has expressly authorized them to act on or that directly relate to a statutory grant of authority. In some areas, statutory cities may enact ordinances on subjects state law already regulates, if the ordinances are consistent with state law. But the city's regulation of an area, including those areas where authority may be generally granted in the statutory city code, may be pre-empted if state law has so extensively regulated a particular area of law that it has become solely a matter of state concern.

Mangold Midwest Co. v. Village of Richfield, 274 Minn. 347, 143 N.W.2d 813 (1966). *City of Birchwood Village v. Simes*, 576 N.W.2d 458 (Minn. Ct. App. 1998). *Nordmarken v. City of Richfield*, 641 N.W.2d 343 (Minn. Ct. App. 2002).

In addition, councils must adhere to the following general requirements when enacting ordinances:

- An ordinance must not be unconstitutionally vague. Ordinances must be reasonably certain in their terms and set forth objective standards that provide adequate notice of what is required or prohibited.

Press v. City of Minneapolis, 553 N.W.2d 80 (Minn. Ct. App. 1996). *State v. Becker*, 351 N.W.2d 923 (Minn. 1984). *State v. Northwest Poultry & Egg Co*., 203 Minn. 438, 281 N.W. 753 (1938). *State v. Suess,* 236 Minn. 174, 52 N.W.2d 409 (1952*). State v. Hayes*, C0-01-241 (Minn. Ct. App. Nov. 6. 2001) (unpublished decision).

- Ordinances must be consistent with the constitution and laws of the United States and Minnesota. (A city ordinance is presumed constitutional so long as it is substantially related to health, safety, or the general welfare. It also must be reasonable; that is, it must be fair, general, and impartial in operation.)

Holt v. City of Sauk Rapids, 559 N.W.2d 444 (Minn. Ct. App. 1997). *Cascade Motor Hotel, Inc. v. City of Duluth,* 348 N.W.2d 84 (Minn. 1984). See *City of Eveleth v. Town of Fayal*, C2-00-1882 (Minn. Ct. App. June 5, 2001) (unpublished decision).

See cases cited above.

- Ordinances must not limit or deny any common law or constitutional rights.
- An ordinance must not be unconstitutionally overbroad.
- Ordinance provisions must not constitute an unreasonable restraint of trade.

State v. Hensel, No. A15-005 (Minn. Sept. 13, 2017).

When adopting an ordinance, city officials should be aware that the city must follow any procedures established in the ordinance and that the city might be liable for not enforcing its ordinance. However, if the language of the ordinance does not make its enforcement mandatory, the city may have discretion not to enforce it. Cities should not adopt or retain an ordinance they do not intend to enforce. The council can adopt an ordinance to respond to a pre-existing problem or nuisance, and the city may generally prosecute a person who violates an ordinance after it has been adopted even if the person began the activity prior to the existence of the ordinance.

See Handbook, *Liability. Lorshbough v. Twp. of Buzzle,* 258 N.W.2d 96 (Minn. 1977). *Pelican Lake Property Owners Ass'n v. County of Crow Wing,* Nos. C5-98-1549, C3-98-1940 (Minn. Ct. App. Aug. 17, 1999) (unpublished decision). *Sackaluk v. Hanks*, No. 00-285 (Minn. Ct. App. Aug 1, 2000) (unpublished decision). *State v. Howard,* 360 N.W.2d 637 (Minn. Ct. App. 1985).

RELEVANT LINKS:

1. Form, content, and adoption of ordinances

Because ordinances have the force and effect of law, their form is important. While the law does not require an attorney to draft ordinances, those who do draft ordinances should have a sound understanding of the law. The city should consult an attorney to help prepare its ordinances or to review them before they are adopted.

Standard Ordinance Template, LMC Model Ordinance.
Minn. Stat. § 412.191, subd. 4.

Ordinances must meet certain requirements and follow a certain form. Charter cities should also look to their own charter provisions for requirements about adopting ordinances.

Minn. Stat. § 412.191, subd. 4.

The procedural requirements for the adoption of ordinances in statutory cities are found in state statute that provides in part that all ordinances must be:

- Approved by a majority of all members of the council, except where a larger number is required by law.
- Signed by the mayor and attested by the clerk.
- Published once in the official newspaper. There is an exception that allows for summary publication under certain circumstances.

See Part IV-C-*3 Publication of ordinances.*

a. Title

Every ordinance should have a title that briefly yet adequately describes its contents.

The phrases: “repealing ordinances inconsistent herewith” and “providing penalties for the violation thereof” should not be part of the title.

b. Number

Each ordinance should have an identifying number as part of its title.

c. Findings and purpose

An ordinance should provide an explanation or findings of fact stating the reasons and authority for adopting the ordinance and describing its purpose.

d. Enacting clause

Minn. Stat. § 412.191, subd. 4.

All ordinances, after a suitable title, should begin substantially in this form: “The City Council of _____ ordains. . .”

e. Body

RELEVANT LINKS:

The text of the ordinance should be written in clear and brief terms. If definitions are helpful, they should be contained in one beginning section. The sections should be short to make subsequent amendments easier and cheaper. All sections and subsections should have a number and an identifying word or short title.

f. Repeal

If prior ordinances are to be repealed, a section to this effect should be included. Each ordinance to be repealed should be specifically referred to by number, title, and adoption date.

g. Penalty

Minn. Stat. § 412.231.
Minn. Stat. § 169.89, subd. 2.
Minn. Stat. § 609.02, subds. 3, 4a.
Minn. Stat. § 609.0332.
Minn. Stat. § 609.034.

This section is for enforcement purposes. Cities may impose maximum penalties for misdemeanors of a $1,000 fine or 90 days in jail, or both. In addition, the costs of prosecution may be added. The maximum penalty for a petty misdemeanor is a fine of $300. Certain traffic offenses only may be prosecuted as petty misdemeanors.

h. Closing

The closing should read: “Passed by the (name of city) Council this (date) day of (month), (year).” If the council wants an effective date later than the date of publication, this section should state the effective date.

i. Maps

A.G. Op. 477-b-34 (Sept. 20, 1962).
A.G. Op. 59-a-9 (April 13, 1957).

If the ordinance refers to maps and they are an integral part of the ordinance, they must be included in the published ordinance. Because it is expensive to publish maps, a city may choose to omit all reference to the map in the ordinance and rely instead on word descriptions.

The city then could prepare a separate, unofficial map.

j. Notice of proposed ordinance

Minn. Stat. § 415.19. Minn. Stat. § 462.355, subd. 4.
Notice of Proposed Ordinance, LMC Model Ordinance.

State statute requires statutory and home rule charter cities to provide notice of most proposed ordinances at least ten days before the city council meeting at which the proposed ordinance is scheduled for a final vote. The ten-day notice requirements also apply to proposed amendments to an existing ordinance. These requirements do not apply to interim ordinances.

RELEVANT LINKS:

Minn. Stat. § 415.19.

If a city has an electronic notification system that distributes general city information or notices through email, it must provide notice of a proposed ordinance through this email system at least ten days before the proposed ordinance is scheduled for a final vote. If a city has an electronic notification system, the city must notify a person of this notification procedure at the time the person applies for a new business license or license renewal.

Minn. Stat. § 415.19.

If a city does not have an electronic notification system, it must post a proposed ordinance in the same location as other public notices at least ten days before the proposed ordinance is scheduled for a final vote.

Minn. Stat. § 415.19.

If the city posts ordinances on its website, it must also post a proposed ordinance on its website at least ten days before the proposed ordinance is scheduled for a final vote. If the city does not post ordinances on its website, the city does not have to comply with this requirement.

Minn. Stat. § 415.19.

Failure to provide notice of a proposed ordinance does not invalidate the ordinance. These requirements are minimum requirements. A city may provide more notice if it has the ability to do so.

k. Deliberation

The council should discuss the ordinance according to the council's rules before passing it, even though failing to abide by these rules probably would not invalidate an ordinance if it meets statutory requirements. The statutes do not specify that an ordinance in a statutory city must have a certain number of readings, nor do they require the council to consider it at more than one meeting. Unless the council has rules to the contrary, it may pass an ordinance at the same meeting at which it is introduced.

Minn. Stat. § 415.19. See Section IV C 1 j - *Notice of Proposed Ordinance* for more information about these notice requirements.

However, state statute requires statutory and home rule charter cities to provide notice of most proposed ordinances at least ten days before the city council meeting at which the proposed ordinance is scheduled for a final vote.

l. Passage

Minn. Stat. § 412.191, subd. 4.

Ordinances in statutory cities must receive a majority vote of all the members of the council to pass, except where a larger number is required by law. This means, in effect, if the council has five members, at least three council members must vote in favor of an ordinance.

RELEVANT LINKS:

Both the clerk and the mayor in Standard Plan cities have the power to vote on ordinances. The mayor has no veto power.

m. Attestation

Minn. Stat. § 412.191, subd. 4. Minn. Stat. § 599.13. *City of Akeley v. Nelson*, No. C4-02-915 (Minn. Ct. App. Nov. 25, 2003) (unpublished decision). *Union Public Service Co. v. Village of Minneota*, 212 Minn. 92, 2 N.W.2d 555 (1942).

After the council passes an ordinance, the mayor and the clerk must sign it. The clerk should also affix the city seal to it. If either the mayor or clerk refuses to sign the ordinance, a court order can require them to do so if the court finds that the ordinance is legal.

n. Effective date

Union Public Service Co. v. Village of Minneota, 212 Minn. 92, 2 N.W.2d 555 (1942).

Unless otherwise specified within the ordinance, an ordinance becomes effective after its publication in the official newspaper. Before an ordinance takes effect, it may be revoked or repealed by the city council by motion, resolution, or ordinance.

2. Ordinance book

Minn. Stat. § 412.151, subd. 1. Minn. Stat. § 412.191, subd. 4.

Each statutory city must maintain an ordinance book containing copies of all ordinances passed by the council. Every ordinance must be recorded in the ordinance book within 20 days of its publication.

The ordinance book is a public record and is evidence in court. If the clerk uses printed copies of the ordinance clipped from the newspaper, a printer's affidavit should be attached to each ordinance in the book.

The city should have a numbering system adequate for indexing its ordinances. In most small cities where there are few ordinances, chronological order is satisfactory. When the number of ordinances is large or when the city is recodifying its ordinances, a more complicated system of decimal numbers might be advisable.

3. Publication of ordinances

The following publication requirements apply to statutory cities.

Minn. Stat. § 412.191, subd. 4. Minn. Stat. § 331A.02. Minn. Stat. § 331A.04. See LMC information memo, *Newspaper Publication,* for more information.

Every ordinance must be published once in the city's official newspaper. To qualify as an official newspaper, the newspaper must be a legal newspaper under state statute, and the council must have designated it as the city's official newspaper. Cities usually publish ordinances separately. If the city publishes them in full as part of the minutes, the publication meets all statutory requirements.

Minn. Stat. § 331A.05, subd. 2(c). A.G. Op. 277b-4 (Feb. 11, 1986).

An ordinance must be published within 45 days after being passed. Failure to publish within 45 days, however, will not necessarily invalidate the ordinance.

RELEVANT LINKS:

Minn. Stat. § 412.191, subd. 4.

A statutory city council may publish a summary of a lengthy ordinance. Publishing the title and summary shall be deemed to fulfill all legal publication requirements as completely as if the entire ordinance had been published. To do this, the city council must do the following:

- The council must determine that publication of the title and a summary of the ordinance would clearly inform the public of the intent and effect of the ordinance.
- The council must approve summary publication by a four-fifths vote of its members.
- The title and summary must conform to Minn. Stat. § 331A.01, subd. 10.
- The summary must include notice that a printed copy of the ordinance is available for inspection by any person during regular office hours at the office of the city clerk and at any other location designated by the council or by standard or electronic mail.
- The council must approve the text of the summary prior to its publication and determine that it clearly informs the public of the intent and effect of the ordinance.
- A copy of the entire text of the ordinance must be posted in the community library or, if no library exists, in any other public location designated by the council.
- The text of the summary must be published in a font type no smaller than brevier or eight-point type.
- Proof of the publication must be attached to and filed with the ordinance.

See Minn. Stat. § 331A.01, subd. 10.

It is advisable to use summary-publication authority in cases where the public interest in doing so is clear, as in the case of a lengthy and complex zoning ordinance where the length of the actual ordinance obscures its content, and where maps and descriptions of procedures can clarify the meaning.

Another example might be an annexation ordinance containing legal property descriptions where a summary identifying the property by using popularly understood location points like a street or watercourse line would better inform the public of its purpose and intent.

W.H. Barber Co. v. City of Minneapolis, 227 Minn. 77, 34 N.W.2d 710 (1948).

Errors in the publication of an ordinance may affect its validity. If the error is minor so that the correct meaning is clear from the context, the error has no effect on the ordinance's validity. When the error is more substantial, however, the ordinance provision containing the error is ineffective and void.

RELEVANT LINKS:

Minn. Stat. § 331A.05, subd. 6.

In home rule charter cities, the charter can impose additional or special requirements for the publication of ordinances.

4. Recording

Minn. Stat. § 462.36.
Minn. Stat. § 507.093.
Bruce Twp. v. Schmitz, No. A15-1163 (Minn. Ct. App. May 31, 2016) (unpublished decision).

A certified copy of every ordinance, resolution, map, or regulation relating to subdivisions, conditional use permits, and official maps must be filed with the county recorder. Failure to record an ordinance, resolution, map, regulation, variance or order shall not affect its validity or enforceability.

5. Adoption by reference

Minn. Stat. § 471.62.

Statutory and charter cities can reduce costs for publication when adopting certain complicated regulatory codes in ordinance form by using the process of adoption by reference. In effect, cities can adopt certain regulations by passing and publishing an ordinance that identifies the statute or other rule by name. Cities may only adopt regulations by reference on subjects about which they have authority to legislate.

Minn. Stat. § 471.62.

See also *Raymond v. Baehr*, 163 N.W.2d 51 (Minn. 1968) (holding a city may also incorporate a "public record" by reference in an ordinance).

Cities may adopt the following by reference:

- Minnesota statutes.
- State agency administrative rules or regulations.
- The state building code and the uniform fire code.
- Codes (or parts of codes) prepared for general distribution in printed form as a standard or model by any governmental, trade, or professional association on the subject of building construction (limited to the state building code), plumbing, electrical wiring, flammable liquids, sanitary provisions, public health, safety or welfare.
- Compilations or regulations or standards prepared by regional and county planning agencies on the subject of planning, zoning, subdivision regulation, and housing regulation.

Minn. Stat. § 471.62.

All other statutory publication requirements apply to the ordinance that incorporates another statute, rule, ordinance, or code by reference. In addition, prior to publication or posting, at least one copy of the incorporated statute, rule, ordinance, or code must be marked as the official copy and filed in the clerk's office for public use and examination. The clerk must furnish a copy of any incorporated statute or code to any person upon request. The clerk may levy a charge sufficient to cover the cost of providing the copy.

A.G. Op. 59-a-9 (July 18, 1967).
A.G. Op. 59-a-9 (March 27, 1956).

Codes, statutes, rules, regulations, and ordinances the council adopts by reference remain effective in their original form until changed or repealed by the council.

RELEVANT LINKS:

The city, when adopting the code by reference, most likely cannot stipulate that any future revisions by the issuing agency will be automatically incorporated by the city. If the city wishes to incorporate changes made by the issuing agency, the best practice would be for the city to pass an amending ordinance.

6. Alteration of ordinances

a. Amendment

See Section IV C 1 j - *Notice of Proposed Ordinance* for more information about the notice requirements of Minn. Stat. § 415.19.

The council must follow the same procedures for amending an ordinance as those followed for passing the ordinance. A city must provide notice of a proposed ordinance amendment at least ten days before the city council meeting at which the proposed amendment is scheduled for a final vote. After the amendment is passed by a majority of all members of the council, it must be attested to, published, and included in the ordinance book. In addition, the form of the amendment should be like new ordinances with respect to title, enacting clause, body, closing, and signatures. The council cannot change an ordinance by resolution. Instead, it must pass an amending ordinance.

Amending an Existing Ordinance Template, LMC Model Ordinance.

If the ordinance is short or if the changes are numerous, the council will usually re-pass the entire ordinance in its amended form, repealing the old ordinance in a separate section. An optional form would be to title the new ordinance as an amendment, and then recite the entire ordinance as it would read after amendment.

If the ordinance to be amended is so long that the cost of publishing it in its entirety would be prohibitive, the council may pass an amending ordinance that sets forth only the sections that will change. The council may include several amendments to the same ordinance in different sections of the same amending ordinance.

The council should label an amending ordinance as such, and should state the ordinance and sections in the proposed changes.

The council should avoid the practice of amending a single word or picking out a single sentence from a paragraph. This practice frequently leads to confusion. A better practice is to reprint the section or subsection in full as it would read after amendment.

If the council wishes to re-number its present ordinances, it may pass a re-numbering ordinance. The city must publish the re-numbering ordinance, but it does not have to include the text of the old ordinances.

b. Repeal

RELEVANT LINKS:

See Section IV C 1 j - *Notice of Proposed Ordinance* for more information about the notice requirements of Minn. Stat. § 415.19.

A city may repeal an ordinance only by passing another ordinance stating the title, number, subject, and date of the ordinance being repealed. The ordinance must explicitly state it is repealing the ordinance. A city must provide notice of the proposed repealing ordinance at least ten days before the city council meeting at which the proposed repealing ordinance is scheduled for a final vote.

To repeal an ordinance, the council must follow the same requirements for adopting ordinances. The council can repeal any number of ordinances in a single repealing ordinance.

Frequently, when a council passes a new ordinance or revises an ordinance, the new ordinance will contain provisions that are inconsistent with or replace similar provisions in an existing ordinance. Some cities insert a provision in the new ordinance repealing any or all ordinances or portions of ordinances inconsistent herewith. A better practice is to repeal, by name and number, any inconsistent provisions of former ordinances. If this is impractical, it is best to say nothing about the repeal of inconsistent ordinance provisions since the new ordinance automatically supersedes all inconsistent provisions in existing ordinances.

7. Codification of ordinances

a. Purposes of codification

Citizens have a right to know what their government requires of them. This is a fundamental due process right in our legal system.

If a citizen is to know the law on a particular matter, he or she must first know where to find it.

RELEVANT LINKS:

If a citizen is interested in knowing the city's current law on a particular matter, where does the search begin? In the book covering the minutes for the last 65 years? In the clerk's files? In the basement of city hall? Depending on the current state of affairs in the particular city, the answer to any or all of these questions could be "yes."

In assessing the need for codification, a city should begin by asking the following questions: What condition are the ordinances in? Are they organized in one place? Are they properly indexed? Are they cross-referenced? Are they up to date? Are they internally consistent? Are they in compliance with state and federal laws? Are they complete?

A codification of city ordinances allows city officials to respond affirmatively to all of these questions. A proper codification project encompasses all of the following:

- Identification of conflicting ordinances, and repeal or re-drafting of inconsistent or unclear ordinance provisions.
- Removal of archaic and unconstitutional ordinances.
- Development of a system that facilitates access to the city's laws and provides for continuous updating.
- Development of comprehensive indexing and cross-referencing.
- Review of the entire body of city ordinances for omissions.
- Organization of city ordinances into an easy-to-use reference book known as the city code.

Actual codes vary from the very simple to the very complex, depending partly on the size, age, and functions of the city. The simplest codes are compilations of all the ordinances currently in effect in the city, including the original title, number, enacting clauses, and concluding clause and signatures for each ordinance. Other codes re-number the ordinances to fit a subject-matter classification. Some other codes include new material adopted for the first time; in fact, in many instances, the whole code is adopted as new ordinance material even though much comes from existing ordinances in the same or slightly altered form.

A well-drafted city code helps a city operate efficiently and effectively. Ordinances are grouped together by subject, not by the chronological order in which they were passed. This eliminates the need to sort through stacks of loose ordinances to find a regulation on a particular subject.

Cities have a number of options for completing a codification of ordinances. Occasionally, the city attorney or city clerk will do the codification, but in many cases competing demands on their time make it difficult for them to undertake the project.

Cities can also hire private consulting firms that specialize in charter revision and ordinance codification.

RELEVANT LINKS:

For more information about Codification contact LMC Research at 800-925-1122 or 651-281-1200.

The League of Minnesota Cities, in consultation with its codification consultant, American Legal Publishing Corporation, provides codification services to cities. Most Minnesota cities that have codes use the League's service. The service is designed to provide each city with a customized city code that meets the needs of that particular city. The League, in consultation with American Legal Publishing Corporation, provides the following services as part of its codification service:

- Sorting, integrating, and organizing all current ordinances.
- Reviewing all ordinances and making suggestions about bringing them into compliance with current state and federal laws.
- Simplifying and using gender-neutral language.
- Suggesting new ordinances.
- Numbering all sections to allow the easy insertion of future amendments.
- Submitting a full-text draft for city review and approval.
- Delivering multiple copies of the final code with a detailed table of contents and complete index. Options are available for electronic editions of the code with full text search capacity and Internet support of the city code with links to the city's designated website and to the League's website.
- Updating existing codes by incorporating new ordinances into the code.

For more information about the Minnesota Basic Code, contact LMC Research at (800) 925-1122 or (651) 281-1200.

The League also has available for purchase a basic city code for Minnesota cities, which can be customized by the League's codification service to meet the needs of individual cities.

b. Codification procedures

Minn. Stat. § 415.02.

The city council has authority to codify any general or special laws, ordinances, resolutions, rules, and bylaws in force in the city.

Minn. Stat. § 412.191, subd. 4.

Adoping a City Code, LMC Model Ordinance.

An ordinance adopting a city code must be approved at a meeting of the city council. Cities should provide notice of a proposed ordinance adopting a city code at least ten days before the council meeting at which the proposed ordinance is scheduled for a final vote.

See Section IV C 1 j - *Notice of Proposed Ordinance* for more information about the notice requirements of Minn. Stat. § 415.19.

For statutory cities, an ordinance adopting the city code must be passed by a majority vote of all the members of the council, unless it includes material that must be adopted by a larger number.

If your code, for example, amends any portion of a zoning ordinance which changes all or part of the existing classification of a zoning district from residential to either commercial or industrial, a two-thirds majority vote of all members of the city council is required to adopt that portion of the code.

RELEVANT LINKS:

Minn. Stat. § 462.357, subd. 3.

Hearing Notice on Adopting City Ordinance Code, LMC Model Form.

Whether a notice of hearing regarding adoption of a city code is required to be given to certain persons or to be published depends on the contents of the code. Published notice is generally not required for statutory cities to adopt a code unless the code contains a zoning ordinance or amendments to a zoning ordinance, or if the code includes a new ordinance or major revisions to an existing ordinance, which, if adopted as a separate ordinance or as an amendment to a separate ordinance, would require published notice. Some city charters require a notice of hearing regarding adoption of a code to be published.

Minn. Stat. § 462.357, subd. 3.

Minn. Stat. § 461.19.

Mailed, written notice is required in at least two circumstances. First, if a code contains an amendment from a previous ordinance that changes zoning-district boundaries affecting an area of five acres or less, written mailed notice must be given to each owner of affected property and property situated wholly or partly within 350 feet of the property to which the amendment relates at least 10 days before the day of the hearing. Second, if the code contains amendments to a previous ordinance relating to the sale of tobacco, or if it adopts the League's model tobacco ordinance, written notice must be mailed to all licensed tobacco retailers in the city at least 30 days before the meeting at which the ordinance or amendments to the ordinance will be considered.

Minn. Stat. § 412.191, subd. 4.

Once the ordinance adopting the code has been passed, the ordinance must be published in the manner required by law for statutory cities or by the city charter if applicable. For statutory cities, the ordinance takes effect on the date of publication unless otherwise specified in the ordinance.

In some codes, provision is made for all fees to be adopted in a fee schedule adopted by a new ordinance that is not codified. This makes it possible to amend the fee schedule periodically without the need to make changes in the code.

Notice of hearing on the ordinance establishing a fee schedule need not be given if the fees in the schedule are the same as they were under the ordinances that are being codified.

Minn. Stat. § 340A.408, subd. 3a.

If the fee increases are to be included in the ordinance establishing or amending the fee schedule, written notice of the hearing should be mailed at least 30 days before the hearing at which the ordinance is to be considered, to all persons who hold business licenses in the city whose license fees are to be increased.

This is required for liquor-license fees, and it is a good idea for other types of business-license fees as well.

RELEVANT LINKS:

The hearing on the ordinance adopting the fee schedule can be held at the same time as the hearing on the adoption of the code. If not held at that time, it should be held soon after the hearing on the ordinance adopting the code. The ordinance adopting the code should also provide that until the fee schedule is adopted, existing fees continue until they are amended.

Minn. Stat. § 415.021.

The city may print and publish a code in book, pamphlet, or newspaper form. Newspaper publication is not necessary if the city prints a substantial number of copies of the code for general distribution to the public. A copy of any ordinances adopted by the city must be furnished to the county law library or its designated depository. A city, upon request, shall be reimbursed a reasonable charge by the county library for a copy furnished.

Minn. Stat. § 415.02. Minn. Stat. § 599.13.

A city council may declare, by ordinance, that the codification is prima facie evidence of the city's law. After three years, the compilation and publication of any codification book or pamphlet is conclusive proof of the regularity of the ordinances' adoption and publication.

8. Prosecution responsibilities

Minn. Stat. § 412.231. Minn. Stat. § 609.02, subds. 3, 4a. Minn. Stat. § 609.034. Minn. Stat. § 609.0332.

The city council has the power to declare the violation of any ordinance to be a crime and to prescribe penalties. The maximum penalty for a misdemeanor is a fine of $1,000 or imprisonment for 90 days, or both. The maximum penalty for a petty misdemeanor is a fine of $300.

Minn. Stat. § 412.861, subd. 1. Minn. Stat. § 484.87, subd. 3.

All prosecutions for ordinance violations are brought in the name of the city upon complaint and warrant as in other criminal cases. The city may hire an attorney, including the county attorney, for this purpose.

Minn. Stat. § 412.861, subd. 1.

If the accused is arrested without a warrant, a written complaint must be made. The accused must then plead guilty or not guilty, and a warrant shall be issued and served by either the sheriff or a police officer.

The city may have the sheriff or a city police officer serve an ordinance violator with a warrant for the arrest. City police officers, however, cannot serve criminal warrants outside the city limits.

Minn. Stat. § 412.861, subd. 2.

The complaint must describe the violated ordinance at least by section and number or chapter. When the complaint describes ordinances in this manner, the court considers them general laws that do not need proof in evidence.

Minn. Stat. § 484.87 subd. 2. Minn. Stat. § 388.051, subd. 2.

In Hennepin and Ramsey Counties, the attorney for the city in which the violation is alleged to have occurred prosecutes all violations of state laws (except as provided below and in Minn. Stat. § 388.051, subd. 2), including violations which are gross misdemeanors, and violations of municipal charter provisions, ordinances, rules, and regulations.

RELEVANT LINKS:

Minn. Stat. § 484.87 subd. 2.

In Hennepin and Ramsey Counties, the county attorney prosecutes criminal violations if either of the following occurs:

Minn. Stat. § 484.87 subd. 2.

- The county attorney is specifically designated by law as the prosecutor for the particular violation charged.

Minn. Stat. § 484.87 subd. 2.

- The alleged violation is of state law and is alleged to have occurred in a city whose population according to the most recent federal decennial census is less than 2,500 and whose governing body has accepted prosecution by the county attorney under this statute by majority vote, and if the defendant is cited or arrested by a member of the staff of the sheriff of Hennepin County or by a member of the State Patrol. A city seeking to use the county attorney under this statute, shall notify the county board at least 60 days prior to the adoption of the board's annual budget.

Minn. Stat. § 484.87 subd. 2. Minn. Stat. § 388.051, subd. 2.

In Anoka, Carver, Dakota, Scott, and Washington Counties, violations of state law that are petty misdemeanors, misdemeanors, or gross misdemeanors (except as provided in Minn. Stat. § 388.051, subd. 2) must be prosecuted by the attorney for the city where the violation is alleged to have occurred. The city may enter into an agreement with the county board and the county attorney to provide prosecution services for any criminal offense.

All violations of a city ordinance, charter provision, rule, or regulation must be prosecuted by the attorney for the city that promulgated it or by the county attorney with whom the city has contracted to prosecute these matters.

Minn. Stat. § 484.87, subd. 3. Minn. Stat. § 609.52. Minn. Stat. § 609.535. Minn. Stat. § 609.595. Minn. Stat. § 609.631. Minn. Stat. § 609.821.

In all counties except Hennepin, Ramsey, Anoka, Carver, Dakota, Scott, and Washington counties, violations of state law that are petty misdemeanors or misdemeanors that must be prosecuted by the attorney of the city where the violation is alleged to have occurred, if the city has a population greater than 600. If a city has a population of 600 or less, it may, by council resolution and with the approval of the board of county commissioners, give the duty to the county attorney.

In cities of the first, second, and third class, gross misdemeanor violations of sections 609.52, 609.535, 609.595, 609.631, and 609.821 must be prosecuted by the attorney of the city where the violation is alleged to have occurred.

The city may enter into an agreement with the county board and the county attorney to provide prosecution services for any criminal offense.

RELEVANT LINKS:

All violations of a municipal ordinance, charter provision, rule, or regulation must be prosecuted by the attorney for the city that promulgated it, regardless of its population, or by the county attorney with whom the city has contracted to prosecute these matters.

Minn. Stat. § 484.90, subd. 6.

In all cases prosecuted in district court by an attorney for a city for violations of state statute, or of an ordinance, or charter provision, rule or regulation of a city (except for cases prosecuted in Hennepin County and Ramsey County), the court administrator pays fines and penalties to the state treasury and it is generally distributed as follows: (1) 100 percent of all fines or penalties for parking violations for which complaints and warrants have not been issued to the treasurer of the city or town in which the offense was committed; and (2) two-thirds of all other fines to the treasurer of the city or town in which the offense was committed and one-third credited to the state general fund.

There is an exception to this division of fines and penalties under the state law relating to fines and forfeited bail money from state patrol traffic arrests. In these cases, the division of fines is as follows:

Minn. Stat. § 299D.03, subd. 5 (a).

- If the arrest occurs within a city and the city attorney prosecutes the offense and the defendant pleads not guilty, one-third of the money goes to the city, one-third to the state's general fund, and one-third is distributed as designated by state law between the Minnesota grade crossing safety account and the state trunk highway fund.

Minn. Stat. § 299D.03, subd. 5 (a).

- In all other cases, three-eighths of the money goes to the state's general fund, five-eighths is distributed as designated by state law between the Minnesota grade crossing safety account and the state trunk highway fund, and none to the city.

V. Local approval of special laws

Minn. Const. art. XII, § 2. Minn. Stat. § 645.021.

Under the Minnesota Constitution, any law that affects a single unit of local government or a group of such units must name the unit or units. Also, the law generally does not take effect until a majority of the city council passes a resolution approving it. Unless otherwise required by the special law, the usual procedural requirements apply to resolutions. Publication is not necessary.

Local approval is necessary except for the following cases:

Minn. Stat. § 645.023, subd. 1.

- A law enabling one or more local government units to exercise authority not granted by general law.

Minn. Stat. § 645.023, subd. 1.

- A law bringing a local government unit within the general law by repealing a special law, by removing an exception to the applicability of a general statutory provision, by extending the applicability of a general statutory provision, or by reclassifying local government units.

Minn. Stat. § 645.023, subd. 1.

- A law that applies to a single unit or a group of units with a population of more than one million people.

RELEVANT LINKS:

Minn. Stat. § 645.021, subd. 3.

When local action is necessary to approve the special law, the city must file a certificate of approval with the secretary of state. The secretary of state usually furnishes the city with certificate forms when the city receives notice of the passage of the special law. The local unit must approve the special law by the first day of the next regular session of the legislature for it to take effect.

Minn. Stat. § 645.02.
Approving a Special Law, LMC Model Resolution.

Special laws take effect the day after the city files the certificate of approval unless the special law provides otherwise.

VI. How this chapter applies to home rule charter cities

Several sections of this chapter may be useful to charter cities.

The section on types of council meetings generally only applies to statutory cities, although the sections discussing meetings held by interactive technology, telephone or electronic meetings, and emergency meetings apply to all cities. The portions that discuss the open meeting law apply to all cities.

The sections on agendas, rules of order, and making an adequate record apply to all cities, except that in some charter cities, mayors may not be members of the council, may not vote except in the case of a tie, and may have veto power.

The section on motions, resolutions, and ordinances generally applies only to statutory cities. Home rule charter cities may have different requirements in their charters.

The section on local approval of special laws, applies to all cities. Under the provisions of this law, charters could not be amended by special law without local approval except for the specific, limited instances.

Citizens of Wright County

Wright County Board of Commissioners

Office Of Wright County Sheriff

Office of Wright County Attorney

County Administrator

Assistant County Administrator
Central Services

Office of County Administrator
*Office Administration
*Communications

Assistant County Administrator
Property Services

BOLD = Department

*= Division

Human Resources
* Risk Management

Health & Human Services
*Financial Services
* Public Health
* Social Services
* Tech Development

IT
* Infrastructure
* Tech and Support

Finance/Taxpayer Services
* Lic. Center
* Elections
* Finance
* Taxpayer Services

Facility Services
* Building Trades
*Facility/Grounds Maintenance

Highway
*Engineering/ Construction
* Fleet Services
* Hwy. Maint.

Parks and Recreation
* Park/NR Maintenance
*Park/Recreation Services
* Ag & Drainage
* Extension

Recorder
* Recording
* Land Records
* Vital Statistics

Veterans Services

Law Library

Project Administration
* GIS

Assessor
* Commercial
* Residential
* Ag

Surveyor
* PLSS Maintenance
* Plat Review

Planning & Zoning
* Enviromental Health
*Planning
*Building Inspections/Permits

Court Administration

Court Services

02.01 COUNTY ASSESSORS

Overview

This section provides an overview of the role of the county assessor. More information on this role can be found in the Property Tax Administrator's Manual on the Department of Revenue website.

Each county in the state is required to have a county assessor who is appointed by the county board of commissioners based on his or her knowledge and training in the field of property assessment and taxation. The Commissioner of Revenue must approve the appointment before it becomes effective.[1]

A county assessor term is four years, with a new term beginning on January 1 of every fourth year after 1973 (2013, 2017 2021, 2025…). When a vacancy occurs, the county board of commissioners must fill the office for the remainder of the term, by appointment, within 90 days. During that time, the deputy assessor (or if there is no deputy, the county auditor's appointee) will perform the functions of the assessor.[2]

The county board may terminate the term of the county assessor at any time on charges of **malfeasance**, **misfeasance**, or **nonfeasance** made by the Commissioner of Revenue.[3]

Malfeasance can be defined as wrong or illegal conduct, or an unlawful act, especially those committed by politicians or civil servants. This term is often used when a professional or public official commits an illegal act that interferes with the performance of his or her duties. An example of malfeasance would be an elected official who accepts a bribe in exchange for political favors or an assessor who intentionally undervalues a county commissioner's house.

Misfeasance can be defined as illegally performing something legal, acting improperly or illegally in performing an action that is in itself lawful, or general incompetence. This term is frequently used when a professional or public official does his job in a way that is not technically illegal but is nevertheless mistaken or wrong. Examples of misfeasance include a lawyer who is mistaken about a deadline and files an important document too late, a doctor who accidentally writes the wrong dosage on a prescription, or an assessor exempting his own house.

Nonfeasance can be defined as the failure to meet legal obligations. It is the failure to perform or the complete neglect of a contractual duty. An example of nonfeasance would be an assessor who does not physically inspect properties in their jurisdiction at least once every 5 years.

If the county board does not intend to reappoint a county assessor, they must present written notice to the county assessor no later than 90 days before the end of the term. If written notice is not made by this day, the county assessor will be automatically reappointed by the county board.[4]

[1] Minn. Stat. § 273.061, subd. 1.
[2] Minn. Stat. § 273.061, subd. 2.
[3] Minn. Stat. § 273.061, subd. 2.
[4] Minn. Stat. § 273.061, subd. 2.

Code of Conduct and Ethics

Licensed Minnesota assessors must abide by the ethical and professional guidelines established in the Code of Conduct and Ethics developed by the Commissioner of Revenue. The Code of Conduct and Ethics can be found on the Department of Revenue's website. The purpose of this code of conduct and ethics is to instill public confidence in property assessment and promote fairness and uniformity of assessment practices. To complement this code of conduct and ethics, an ethics seminar is required for all licensed assessors to be completed once in every four year period starting July 1, 2004.[5]

Basic Duties of the County Assessor

The duties of the county assessor include:[6]

- To direct and instruct local assessors in the county to perform their duties under the laws of the state to ensure that a uniform and equalized assessment of all property in the county is attained;
- To keep the local assessors in the county advised of all changes in assessment laws and all instructions which the assessor receives from the commissioner of revenue relating to their duties;
- To prepare and maintain a topographical land map and a land valuation map of the county, in such forms as may be prescribed by the Commissioner of Revenue, which shall be kept available in the assessor's office for the guidance of local assessors, local boards of review, and the county equalization board;
- To prepare, and keep available in the assessor's office, tables showing fair average minimum and maximum market values per acre of cultivated, meadow, pasture, cutover, timber and waste lands of each township in the county;
- To regularly examine and keep on file all conveyances of land outside the corporate limits of cities of the first and second class filed with the county recorder;
- To advise and assist local boards of review and the county board of equalization as needed, in part by being familiar with values of different items of personal property and providing necessary charts, tables, comparisons and data;
- To investigate the property and submit a report regarding applications for reductions of valuation and abatements and settlements at the request of the board of county commissioners or the Commissioner of Revenue;
- To search each year for property which has been omitted from assessment in the county and report all such omissions to the county auditor;
- To regularly confer with county assessors in neighboring counties in order to uniformly assess and equalize the value of similar properties and classes of property across counties;
- To maintain a record, in conjunction with other county offices, of all transfers of property to assist in determining the proper classification of property;
- To perform appraisals, review assessments, prepare appraisal reports, and testify before any court or other body as an expert or otherwise on property in the assessor's jurisdiction;
- To exchange data on property with the Commissioner of Revenue, county assessors, and local assessors to promote more uniform assessment and review of assessment across counties;
- To make the final valuation of all property in the assessor's jurisdiction, based on local assessor's reported appraisals;

[5] Minn. Stat. § 273.0755, para. (c).
[6] Minn. Stat. § 273.061, subd. 8 to 9.

- To personally view and determine the value of any property which may be difficult for the local assessor to appraise;
- To make changes ordered by the local boards of review;
- To enter all assessments in the assessment books furnished by the county auditor;
- To prepare any items prescribed by the Commissioner of Revenue, including the Spring and Fall Mini-Abstracts, the Assessment Abstract, and the Exempt Abstract;
- To perform other duties and services pertaining to the assessment of property in the county as required by the board of county commissioners or the Commissioner of Revenue.

Additionally, the county assessor must examine the appraisal records of each local assessor any time after December 1 of each year. If deficiencies in assessment with regards to quantity of or quality of work are found, the governing body of that district shall be notified. If these deficiencies are not substantially corrected after 30 days from the time of notice, the county assessor shall complete the assessment. When the assessments are completed, the local assessor shall resume the assessment function within the district.[7]

Staff Appraisers

The county assessor may employ one or more deputies, assistants (appraisers), and clerical help in order to successfully perform the duties of the office. Appraisers must meet the qualifications set forth by the State Board of Assessors. Typically, staff appraisers will have essentially the same duties as a local assessor but are responsible for any duties assigned to the county assessor's office, under the direction of the county assessor.[8]

Local Assessors

Local assessors are hired by local jurisdictions to perform the assessment in those districts.[9] The duty of a local assessor is to view, appraise, and classify all property in their assessment district. The final value of all property subject to assessment and taxation shall be determined by the county assessor, and any other book work, such as mailing of valuation notices, is done by the county assessor.[10]

In first class cities, the city assessor shall perform the duties of the county assessor. In cities with a population of 30,000 or more, the city assessor shall perform the duties of the county assessor, with the county assessor retaining his or her supervisory role as described in Minn. Stat. § 273.061, subd. 8.[11]

[7] Minn. Stat. § 273.064.
[8] Minn. Stat. § 276.06.
[9] Minn. Stat. § 273.05, subd. 1.
[10] Minn. Stat. § 273.061, subd. 7.
[11] Minn. Stat. § 273.063.

02.02 COUNTY AUDITORS

Overview

Each county has a county auditor. Auditors are elected in each county under Minn. Stat. § 384.01, however a county board may decide to make it an appointed position. Many counties have a combined auditor-treasurer office.[1]

County auditors may appoint a deputy auditor, who will have the same authority and responsibility as the auditor.[2]

Basic Duties of the County Auditor

The duties of the county auditor vary from county to county, depending upon the decisions of the county board. Duties that county auditors perform are outlined in Chapter 384 of the Minnesota Statutes and may include any of the following:

- Serve as clerk to the county board, responsible for preparing and preserving the minutes and preparing the annual financial statement for the county
- Maintain the official financial records for the county, including ledger journals
- Sign all warrants issued against the county and oversee the monthly trial balance
- Serve as recipient of all bids on behalf of the county construction projects, equipment, and services provided
- Calculate the tax capacity rates for all taxing jurisdictions in the county and compute the tax on each parcel of land
- Send the Truth-in-Taxation and annual tax statements to taxpayers
- Collect delinquent taxes and distribute collections to proper taxing districts
- Research the legality of and initiate Confessions of Judgment relating to the payment of taxes
- Work with property tax credits and the deferment of tax to qualifying Agricultural Preserve Programs and Green Acres Program
- Collect special assessments for cities and townships and distribute collections to proper taxing authority
- Initiate or concur with assessor in the preparation and issuance of tax abatements
- Identify, track, and implement legal proceedings of the tax forfeiture process and conduct tax forfeited land sales
- Remain involved with the Department of Natural Resources on lease lots, state leases, forestry issues and severed minerals
- Issue tax certificates under the seal of the office indicating whether taxes are paid or not
- Complete the auditor's certificate for requesting entities with all pertinent taxing information relating to the taxing district
- Administer the fiscal disparities program, which involves calculating a contributions and redistributing aid
- Administer all aspects of tax increment financing

[1] See Section 02.03 for more information on the role of the county treasurer.
[2] Minn. Stat. § 384.08.

- Maintain up to date records on each parcel of land in the county, including legal description and ownership and any transfers, sales, splits, mortgages, etc.
- Record all county and judicial ditch proceedings and assess any payments ordered by the ditch board
- Act as the chief election administrator for the county
- Serve as the deputy registrar for the county
- Serve as the administrator for vital statistics
- Issue liquor, wine, beer, auctioneer, dance, dangerous dog, charitable gambling, and other licenses deemed by the county to be appropriate
- Serve as a member of the Board of Equalization, Canvassing Board, and Secretary of the Extension Committee.

The above list is just an example of the types of duties a county auditor may be required to perform. These duties will vary from county to county. In addition, every auditor has many personnel duties to attend to.

02.04 COUNTY RECORDERS

Duties of the County Recorder

The duties of the county recorder vary from county to county, depending upon the decisions of the county board. Duties that county recorders perform are outlined in Chapter 386 of the Minnesota Statutes and may include any of the following:

- Perform abstract services and employ licensed abstractors
- Charge and collect all fees as prescribed by law, which shall be paid to the county at least every month
- Keep an index as a grantor's and grantee's reception index
- Enter in the index all deeds and other instruments left, and all copies left, as cautions or notices of liens
- Note within the tract index the date, time, and minute of every instrument affecting the title to any land filed for recording
- Endorse each instrument received for record with a consecutive number and enter the number in all indexes kept in the office
- Keep an index of all records kept in the office showing the number of instrument consecutively, the kind, the time of its reception, and where the same is recorded
- Exhibit any of the records or papers in the recorder's custody to the inspection of any person
- Record certificates of military discharge and releases or transfers from active duty at no fee
- Maintain the power of a public notary
- Keep suitable word-for-word records of all instruments left with the recorder
- Accept security deposits to guarantee payments of charges
- Serve as registrar
- Enter all first and subsequent certificates of title by entering them into the books
- Enter accurate descriptions of all registered lands in tract indexes
- Maintain vital statistics for the county
- Accept, prepare, and issue marriage licenses and certificates
- Hold custody of all records for the county pertaining to real estate title, including deeds and mortgages
- Record military discharge papers and issue certified copies of them
- Record state and federal tax liens
- Hold custody of the original government land survey
- Maintain all legal records of all real estate in the county
- Provide abstracts of title, handle driver's license renewals, issue birth and death certificates, marriage licenses, file notary commissions, and provide passports

The above list is just an example of the types of duties a county recorder may be required to perform. These duties will vary from county to county. Additional duties can also be found throughout Minnesota Statutes, Laws, and Rules.

02.03 COUNTY TREASURERS

Overview

Each county has a county treasurer. Treasurers are elected in each county under Minnesota Statute 385.01, however a county board may decide to make it an appointed position. Many counties have a combined auditor-treasurer office.[1]

County treasurer may appoint a deputy treasurer, who will have the same authority and responsibility as the treasurer.[2]

Basic Duties of the County Treasurer

The duties of the county treasurer vary from county to county, depending upon the decisions of the county board. Duties that county treasurers perform are outlined in Chapter 385 of the Minnesota Statutes and may include any of the following:

- Keep a full and accurate account of all money received and pay out money as directed by law or the proper authority
- Invest excess county funds in order to receive the highest and safest return for the county
- Keep public funds separate from any private funds of any person
- Apply Legislative updates to office procedures
- Comply with Minnesota's retention schedule and determine the disposition of files and records of the office
- Provide information as requested by state agencies, the general public, and other county personnel
- Attend meetings of professional organizations, county/state committees, and agencies to provide services directly related to county treasurer duties
- Maintain and balance the cashbook
- Direct day-to-day operations of the treasurer's office
- Prepare and deposit county funds and account transfers
- Balance funds daily and twice a month with the auditor's office
- Balance and close all ledger accounts for the previous year and prepare reports for audit purposes for the state audit team at the end of the year
- Maintain sufficient liquidity to cover disbursements, ensure appropriate and sufficient collateral is pledged, and maintain a principal/interest earned record on investments and securities
- Work with brokers/banks on Certificates of Deposits and investments
- Mail statements and accept payment for real estate not delinquent, personal property, mineral interest, and mobile home taxes
- Maintain and collect delinquent mobile home taxes
- Mail Truth-in-Taxation notices
- Mail and distribute county payroll, auditor warrants, commissioner warrants, and welfare warrants
- Maintain the escrow listing and escrow transactions
- Maintain mailing addresses on the tax system

[1] See Section 02.02 for more information on the role of the county auditor.
[2] Minnesota Statute 385.02, subd. 1.

- Maintain tax books showing taxes paid or unpaid and changes in ownership or tax payer
- Provide tax searches for the general public, real estate sales agents, mortgage companies, and escrow agencies.
- Collect deed tax and mortgage registration tax and distribute these receipts to the appropriate units of government
- Examine and sign off on county recorder documents for compliance with statute
- Collect NSF checks, refund overpayments, prepare stop payments on outstanding checks, answer correspondence, and prepare media advertisements for tax deadlines
- Sign off on affidavit/permits for manufactured homes for titling and relocation purposes
- Prepare documents to report delinquent manufactured home taxes to the Department of Revenue
- File unclaimed property with the Department of Revenue
- Prepare most of the settlement for payment after each tax deadline
- Handle driver's license renewals, issue birth and death certificates, marriage licenses, and file notary commissions and ministerial credentials

PUBLIC DRAINAGE SYSTEMS:

DRAINAGE AUTHORITY RESPONSIBILITIES

Public Drainage Systems: Drainage Authority Responsibilities



John C. Kolb
Rinke-Noonan
St. Cloud, Minnesota
888-899-6700
jkolb@rinkenoonan.com

1 The Drainage Authority

- "Drainage authority" means the board or joint county drainage authority having jurisdiction over a drainage system or project. Minn. Stat. §103E.011, subd. 9.
- A watershed district shall take over a joint county or county drainage system within the watershed district if directed by a county or joint county drainage authority. Minn. Stat. §103D.625, subd. 1.
- Watershed management organizations may accept transfer of drainage systems under sections 103B.205 to 103B.255. Minn. Stat. §103D.227, subd. 7.

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Drainage Authority's Role

- The drainage authority "is in an appropriate position to assert the property owners' drainage rights, since it is the only entity authorized to conduct work in the ditch." McLeod County v. MDNR, 549 N.W.2d 630 (Minn. Ct. App. 1996).
- When a drainage system is established, the drainage authority acquires jurisdiction over its constituent property, and landowners recovering damages or incurring assessments acquire property rights in the ditch system. Fischer v. Town of Albin, 258 Minn. 154, 156, 104 N.W.2d 32, 34 (Minn. 1960)

Property Owners Rights

- Drainage Benefits/Drainage Rights
  - A landowner assessed for benefits in a public drainage system has a vested property right in the maintenance of the ditch in the same condition as it was then originally established. Fischer v. Town of Albin, 104 N.W.2d 32, 33 (Minn. 1960).
    - The landowner is entitled to have all of the conditions upon which a drainage system is based, as well as the ditch itself, maintained so that the system will function substantially as established. IQ. at 35. The vested rights of assessed landowners to the as constructed ditch condition does not, under the law, diminish over time.

7

7

Drainage Authority's Responsibilities

- Protect the drainage right
  - Keep system in state of repair
  - Prevent damage
  - Prevent unauthorized use
  - Ensure "fair share"
- Balance interests
  - Economic interests
  - Environmental interests



Keep system in state of repair

- After the construction of a drainage system has been completed, the drainage authority shall inspect and shall maintain the drainage system that is located in its jurisdiction and provide the repairs necessary to make the drainage system efficient

8

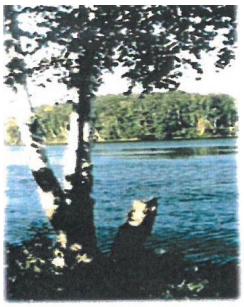
3

Repairs (103E.701)

- Repair means to restore all or a part of a drainage system as nearly as practicable to the same hydraulic capacity as originally constructed and subsequently improved, including:
  - resloping of ditches and leveling of waste banks to stabilize
  - realignment to original construction to restore the effectiveness
  - routine operations that may be required to remove obstructions
  - incidental straightening and replacement of tiles

Repairs

- Repair of a drainage system may include the preservation, restoration, or enhancement of wetlands; wetland replacement under section 103G.222; the realignment of a drainage system to prevent drainage of a wetland; and the incorporation of measures to reduce channel erosion and otherwise protect or improve water quality.



9

9

Prevent damage

- If a drainage system has been obstructed, including by the installation of bridges or culverts of insufficient hydraulic capacity, the board shall direct the responsible party to remove th obstruction or show why the obstruction should not be removed. Minn. Stat. §103E.075
- A person may not cause or construct a drain that outlets into a drainage system without permission
- A person may not willfully obstruct or damage a drainage project or system.
- Violation of this section is a misdemeanor. Minn. Stat. §103E.081

Unauthorized use

- If the engineer determines or is made aware that property that was not assessed for benefits for construction of the drainage system has been drained into the drainage system or has otherwise benefited from the drainage system, the engineer shall identify the benefitting land. Minn. Stat. §103E.741, subd. 1.
- The drainage authority shall appoint viewers as provided by section 103E.305 before the repair contract is awarded. The viewers shall determine the benefits to all property and entities benefited by the original construction of the drainage system and not assessed for benefits arising from its construction.

10

10

.) Unauthorized use

- A public or private drainage system that drains property not assessed for benefits for the established drainage system may not be constructed to use the established drainage system as an outlet without obtaining express authority from the drainage authority. Minn. Stat. § 103E.401



Unauthorized use

- The drainage authority shall consider the capacity of the outlet drainage system.
- The drainage authority shall state the terms and conditions for use of the established drainage system as an outlet
- The drainage authority shall set the amount to be paid as an outlet fee.



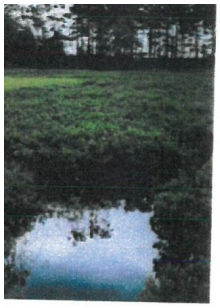
11

Ensure Fair Share

- If the drainage authority determines that the original benefits or damages determined in a drainage proceeding do not reflect reasonable present day land values or that the benefited or damaged areas have changed, the drainage authority may appoint three viewers to redetermine and report the benefits and damages and the benefited and damaged areas.

Balancing interests

- Drainage Authorities have an obligation to administer ditches in a manner consistent with the policies established by the legislature in various environmental laws. McLeod County
- The appellate courts will construe **drainage** laws **liberally** to promote the public health and the drainage and reclamation of wet or overflowed land.



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Slama vs. Pine County

(No. A0?-1091, 2008 WL 1972914 (Minn. Ct. App. May 6, 2008)

- Issue: May a landowner compel maintenance of a public drainage system to as constructed conditions
- Ruling: The drainage authority may exercise its discretion in decide the scope of a repair
- Remaining issues: At what point will a failure to act by the drainage authority create a compensible damage to the landowner



Drainage System Abandonment

- If the drainage system does not serve any useful purpose to any affected property and is not of public benefit and utility, the drainage authority or court shall make findings and shall, by order, abandon the drainage system.
- Abandonment may be partial (103E.806) or complete (103E.811).
- Abandonment may only be accomplished by petition.
- A petition must be signed by at least 51 percent of the property owners assessed for the construction of the drainage system or by the owners of not less than 51 percent of the area of the property assessed for the drainage system. (Complete)
- an owner of benefited property may petition for partial abandonment.

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De Facto Abandonment

- The drainage authority must consider and weigh competing environmental and public interests in order to determine "whether [a] project will be of public utility, benefit, or welfare." Minn.Stat. § 103E.015.
- The drainage authority, has discretion to determine the manner in which the ditch will be maintained.
- A lack of maintenance over time may limit the scope of future maintenance or prevent maintenance altogether.
- Whether lack of maintenance can result in de facto abandonment or whether it simply results in a claim for damages is not addressed in statute and has not been addressed by the courts.

Managing funds



- The board shall provide funds to pay the costs of drainage projects and systems.
- The treasurer shall keep a separate account for each drainage system.
  - The account must be credited with all money from assessments and other sources for the drainage system.
  - The account must be debited with every item of expense made for the drainage system. Minn. Stat. §103E.651

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Inspection Requirement

- After the construction of a drainage system has been completed, the drainage authority shall ... have the drainage system inspected on a regular basis by an inspection committee of the drainage authority or a drainage inspector appointed by the drainage authority.
- Inspection shall include the permanent strips of perennial vegetation.
- Open drainage ditches shall be inspected at a minimum of every five years when no grass strip violation is found and annually when a grass strip violation is found, until one year after the violation is corrected.

Drainage Inspector

- Where constructed drainage systems have an aggregate cost of more than $50,000, the board shall appoint a competent person as drainage inspector.
- The inspector shall examine the drainage systems designated by the board.
- The board shall specify the appointment period and compensation.

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4 Inspections

- Periodic/systematic
  - On a set schedule
  - Budgeted
  - Specified criteria
  - Allows for proactive maintenance
- Reactive (no, no)
  - Complaint driven
  - Compromises rights



Stearns County Ditch 50

(Blaine v. City of Sartell, 865 N.W.2d 723 (Minn. Ct. App. 2015))

- Ditch established and constructed in 1986.
- Blaine constructs home in benefitted area in 1989
- 2009 Drainage Authority adopts inspection policy: "only at the request of a benefitted property owner."
- As of 2011 no complaints or requests for maintenance
- June and July 2011 after consecutive .S" and 1" rains, Blaine's property floods.
- Blaine sues City (negligent design/maintenance of stormwater system) and DA (negligent maintenance of drainage system)
- Drainage authority claims discretionary immunity and wins in the trial court (SJ).
- Court of Appeals reverses stating: "County has no discretion to use a reactive system." Statute mandates regular inspections.

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Inspection Policy

- Drainage Authorities should have a written policy for inspecting public drainage systems, and the wording of the policy should be such as to establish a "regular basis" for inspections (it may provide for inspection at other times as well).
- Drainage Authority may choose whatever frequency it deems appropriate (consistent with statute).
- Drainage Authority, though its policy should reference the relevant considerations (such as the weighing of cost, maintenance history, susceptibility of systems to blockage, etc.).

Funding Inspections

- **By ditch**
- From central fund
- Basis of assessment



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Questions/Discussion



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Targeted water storage to maintain productive land and restore clean water



Patrick Belmont
Department of Watershed Sciences
Utah State University



None of our work would be possible without the tireless and meticulous work of innumerable state and local agency staff
and
the interest and support of south central Minnesotans.

UMN HydroJocy | UMN-D OCY | UMN EcolOIY | UIUC Hydrolocv | USU | usu Geomorphofoxy

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MINNESOTA CORN GROWERS ASSOCIATION

MINNESOTA DEPARTMENT OF AGRICULTURE

LEAGUE of MINNESOTA CITIES

HANDBOOK FOR MINNESOTA CITIES

Chapter 7
Meetings, Motions, Resolutions, and Ordinances

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This material is provided as general information and is not a substitute for legal advice. Consult your attorney for advice concerning specific situations.

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WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Greg Kryzer

Requestor Title
Interim County Administrator

Department (please use dropdown to select department) *
ADMINISTRATION

Target Meeting Date *
11/19/2024 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
( ) Consent Agenda ( ) Timed Agenda
( ) Item for Consideration

Originator
KAK4327

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Approve Minutes from the Personnel Committee Meeting (11-04-2024)

Short Title (what will appear on Agenda outline - 250 character max.) *
Approve Minutes from the Personnel Committee Meeting (11-04-2024)

Value Stream the request primarily aligns with:

Briefly describe how the request aligns with the selected value stream.

Describe the impact on staffing resources.

Fiscal Impact:

Background/Justification:

Route for Review and Approval

- [ ] County Administrator
- [x] Assistant County Administrator
- [ ] Finance Review
- [ ] Legal Review
- [ ] Risk Mgmt Review
- [ ] Skip Workflow

Agenda Item Attachments (1)

Document Name	Attachment Type
11-04-2024 Personnel Committee Meeting Minutes.docx	Attachment

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision
Approved

Notes

COMMITTEE MEETING MINUTES

PERSONNEL COMMITTEE

NOVEMBER 4, 2024

APPROVED: [DRAFT]

Tina Diedrick	District 1
Darek Vetsch	District 2
Jeanne Holland	District 3
Nadine Schoen	District 4
Michael Kaczmarek	District 5

Members Present: Nadine Schoen, Darek Vetsch

Others Present: Schawn Johnson, Greg Kryzer, Marc Mattice, Lindsey Meyer, Lori Pawelk, Clay Wilfahrt

THESE MINUTES ARE IN DRAFT FORMAT AND REQUIRE APPROVAL BY THE COUNTY BOARD

I. **Personnel Policy Section 303** – Policy changes made regarding the county's move to have a Health Savings Account (HSA) plan.

II. **Personnel Policy Section 301** – Policy changes primarily regarding Earned Sick & Safe Time (ESST) requirements.

III. **Personnel Policy Section 500** – A number of changes regarding safety, break periods, comp time, parking, attire, key cards, and some other miscellaneous changes.

IV. **Personnel Policy Section 602** – Changes regarding statutory leave requirements.

V. **Personnel Policy Section 701**- Changes in language regarding reporting misconduct, filing a false allegation and retaliation

VI. **Hiring timing of Health & Human Services (HHS) staff** – Administration requests a brief conversation about the timing of hiring some HHS social worker staff. HHS has been authorized to hire several new workers in 2025, and given some current circumstances, Administration would like to begin the recruitment process for one of those positions now to be hired in early 2025.



The meeting began at 8:40 a.m. with proposed amendments to Personnel Policy 510 Parking, 510.02 Employee Lots discussed. The consensus of the committee was to change the small parking lot located southeast of the Government Center and Southwest of the Justice Center from Public Parking to Employee Parking as depicted with the red circle on the map.

Proposed amendment to Personnel Policy 511.02 was discussed to allow employees to "Dress for Your Day" and allowed more flexibility for employees to meet the demands of their position. Human Resources Director Schawn Johnson stated the Dress for Your Day policy came form the League of Minnesota Cities and many counties and cities across Minnesota have adopted the policy. All other changes discussed and reviewed were statutory and health insurance language updates.

Assistant County Administrator Clay Wilfahrt brought forward a request for the recruitment and hiring process of a social worker approved in the 2025 budget year be authorized for Human Resources to be filled with a start date of January 2025. The consensus of the committee was to bring forward the request for board approval.

RECOMMENDATIONS: *The committee consensus was to bring forward for board approval:*

- *Amendments to Personnel Policy Sections 301, 303, 500, 602, and 701.*
- *Authorization of Human Resources to begin hiring process of one Social Worker position with a start date in January 2025.*

The meeting adjourned at 9:07 a.m.

Minutes submitted by Kelly Kosloski, Administrative Specialist.

DRAFT

301 PAID TIME OFF (PTO) AND SICK AND SAFE TIME

Policy Adopted: 12-16-16

Policy Effective: 01-01-17
Amended: 08-15-17
Amended: 10-19-21
Amended: 06-28-22
Amended: 12-25-22
Amended: 04-18-23
Policy Adopted: 11-21-23
Amended: 01-01-24
Policy Adopted: TBD

301.01 PTO Policy

It is the policy of Wright County to provide paid time away from work to eligible employees. This policy is implemented by the means of the PTO Plan contained herein, which covers all paid leave previously available under Wright County's vacation and sick leave policies and combined these benefits into a single plan. PTO can be utilized for any purpose, subject only to necessary department request and approval procedures consistent with Wright County policies so customer service and work requirements are not adversely impacted.

301.02 PTO Eligibility and Availability

PTO with pay shall be granted to all full and part-time regular Wright County employees. PTO is earned on a pay period by pay period basis and may be taken in full up through the last pay period worked. PTO cannot be used on an employee's last day of employment.

Employees can carry over any PTO that does not exceed the stated cap. No additional accrual will occur above the cap.

There is no waiting period upon hire to begin using accrued PTO.

301.03 Accrual Rates and Maximums

PTO benefits shall be accrued at the following rate for full-time staff. Part-time staff are awarded PTO at the same rate of accrual as full-time staff, except that their accrual and maximum carry-over is prorated based on hours worked. PTO hours do not count towards computing an employee's eligible overtime hours.

Accrual Rates and Maximums for non-union and union full-time staff are based on an 80-hour work week for each pay period (2080 Work Hours Per the Calendar Year).

Non-exempt, part-time staff accrual and carry-over is prorated based on hours worked **per pay period (up to maximum of 80 hours).**

Years of Service	Annual Accrual Rate Prorated (hours)	Maximum Accrual Per Pay Period	Accrual Rate Formula (hours earned per hour compensated)	Max Carry-Over Prorated (hours)	*Max Payout Prorated upon separation in good standing (hours)
0-3	192	7.38 Hours	0.0923	840	384
4-6	208	8.00 Hours	0.1000	840	416
7-10	232	8.92 Hours	0.1115	840	464
11-15	248	9.54 Hours	0.1192	840	496
16-20	272	10.46 Hours	0.1308	840	544
21-24	288	11.08 Hours	0.1385	840	576
25+	296	11.38 Hours	0.1423	840	592

Employees shall not accrue more than 296 hours prorated of PTO annually. PTO will be forfeited when an employee reaches the maximum carry-over unless eligible to contribute 3.69 hours per pay period into catastrophic sick time as outlined in subsection 301.08 Catastrophic Sick Time.

**Maximum payout upon separation in good standing is equivalent to two (2) times the annual accrual rate based on years of service.*

PTO is accrued per hour compensated each pay period and may be used in increments of .25 hours at a time. PTO is earned and available for use as it is accrued.

When the employee's length of service reaches the next higher rate of accrual, accrual at the new rate shall begin the first day of the pay period following the date of eligibility. PTO shall not accrue during a period of unpaid leave of absence.

PTO balances are paid out at 100%, up to the maximum payout, upon separation in good standing from employment. PTO payout will be placed into a Post-Employment Retirement Health Care Savings Plan account or paid out as taxable earnings based upon the plan documents. The Plan documents for the Post Employment Retirement Health Care Savings Plan are on file in the Administration Department.

This policy and the County's other policies, procedures, and other written documents, no matter how detailed, do not create a contractual right or equitable right to paid time off (PTO) or similar

forms of compensation (Time off accrual). The County specifically retains the right to change the terms of the described time off accruals and related terms at any time without notice to employees. There is no contractual right to time off accrual as described herein, and related documents and this paragraph shall be understood as an effective disclaimer of any claim for time off accruals.

Effective January 1, 2024, the State of Minnesota enacted the Earned Sick and Safe Time (ESST) law (Minn. Stat. §§ 181.9445-181.9448). The statutory reasons for which ESST may be used are set forth in Minn. Stat. § 181.944 and are outlined in Section 301.09 below. For the time period running from January 1, 2024, to December 31, 2024, the County will designate the first 48 hours of PTO leave used each calendar year by an employee eligible to accrued PTO as Earned Sick and Safe Time (ESST). If an employee chooses to use the employee's first 48 hours of PTO accrued in the 2024 calendar year for reasons other than the ESST-qualifying reasons outlined by statute, Wright County will not provide additional ESST-designated PTO hours. Employees who wish to preserve their ESST-designated PTO specifically for the ESST purposes outlined by law are responsible for managing their own PTO usage to ensure their 48 hours of ESST-designated PTO are available to be used for ESST purposes throughout the course of the calendar year when requested by the employee. While an employee may use any available PTO hours the employee has for an ESST purpose, the employee will not be provided with additional ESST-designated PTO hours once the employee's available 48 hours have been exhausted each calendar year. Employees who do not use all of their 48 hours of ESST-designated PTO in a calendar year will be allowed to carry over their unused ESST-designated PTO into the next calendar year, up to a maximum accumulation of 80 hours of ESST-designated PTO.

Effective January 1, 2025, the County will designate all accrued PTO as ESST consistent with legislative updates in the year 2024. As noted in Section 301.10 below, the County reserves the right to modify the amount of PTO designated as ESST in the event of future changes to the law.

Permanent full-time and part-time employees that earn PTO/Sick and Safe Time will have their accrued time tracked by the County on their bi-weekly paycheck stub.

301.04 PTO Credit for Applicable Experience within Field

Persons newly hired or promoted who have been employed on a full-time basis in their respective fields, with less than one (1) year break in employment prior to entering Wright County service, and upon proper verification, may receive added PTO credit for this employment at the County's discretion. This credit shall not exceed four (4) years. This additional credit for applicable experience within the field will be applied to the employees PTO accrual effective date of hire.

301.05 Notice and Scheduling

Notice to use ESST-designated PTO hours (as described in Section 301.03) for an ESST-qualifying reason must be provided in accordance with the notice requirements described below in Section 301.09, which governs ESST for temporary and seasonal employees (see Advance Notice for Use of Earned Sick and Safe Leave provisions of Section 301.09).

Use of PTO for reasons other than ESST uses must be requested in advance unless there is an emergency. PTO requests should be submitted to the supervisor as far in advance as practical. While every effort will be made to give employees the time off of their preference, time off will be scheduled so as not to cause an interruption in the normal operation of the department and in service to the public. Should a conflict in scheduling occur, it will be resolved on the basis of the timing of the request and/or the employee's prior utilization of PTO pertaining to department/unit approval of employee requests for PTO (specifically around holidays). If an employee seeks to use ESST-designated PTO for an ESST-qualifying reason as outlined by law, the County will approve the use of ESST-designated PTO on the days requested by the employee to the extent required by law.

Emergency and/or unplanned use of PTO requires immediate notification to the supervisor. Notification of absence should be made in accordance with department procedure, and subject to the notice requirements outlined in Section 301.09 below for ESST-designated PTO to be used for ESST-qualifying reasons. If a specific department procedure does not exist, notification should be made on the first day of absence or as soon as possible, but no later than one hour after the normal reporting time unless there is an emergency situation requiring an employee to provide later notice specifically due to the nature of the emergency. Inappropriate use of the PTO plan may subject the employee to disciplinary action.

301.06 Medical Certification

Family Medical Leave Act (FMLA), including FMLA medical certification requirements, may apply to PTO requests for medical reasons. Minimally, absences for medical reasons of more than three (3) consecutive scheduled working days may require a physician's statement or other documentation to verify the employee's absence to the extent permitted by law. Among other things, this documentation will be used to determine if a leave of absence should be initiated and if FMLA applies. The timing and scope of medical documentation requested by the County in connection with approving FMLA leave will be governed by applicable FMLA regulations. When permitted by law, a statement attesting to the employee's ability to return to work and perform the essential functions of that employee's position may also be required before the employee returns to work.

301.07 Extended Sick Leave Bank (ESLB)

Non-union Employees hired before December 31, 2016, or union employees that have switched over to the County's PTO plan on or after January 1, 2023, may have hours converted to the Extended Sick Leave Bank (ESLB) according to the conversion polices of Wright County's PTO Plan approved by the Wright County Board on December 20, 2016. Hours converted to ESLB may be used for illness or disability for an FMLA qualifying event for the employee or to care for an immediate family member as defined by FMLA and pursuant to the policies in effect (Section 301-Paid Time Off) for the use of ESLB leave.

For non-qualifying FMLA events, employees that have absence due to illness, disability, or injury may use ESLB hours after all PTO has been exhausted down to 240 hours or 240 hours prorated based upon the employee's FTE status. Human Resources may require acceptable medical verification that the absence qualifies under FMLA before approving use of ESLB time.

ESLB may also be used due to an illness or injury for an adult child, spouse, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, and stepparent under the same terms upon which the employee is able to use ESLB benefits for their own illness or injury. The limit to the amount of ESLB leave used for an adult child, sibling, parent, grandparent, or stepparent is 160 hours in a 12-month calendar year.

Employees eligible to participate in the ESLB will be allowed to access their ESLB, without depleting any PTO, for treatment of a serious health condition that qualifies as an FMLA event.

Effective January 1, 2025, employees may also use ESLB leave for other ESST-qualifying reasons, provided that an employee must completely exhaust available PTO leave before using ESLB leave for an ESST purpose not otherwise specifically addressed in this Section 301.07.

Wright County will pay to all employees, at the time of separation in good standing, unused ESLB time at the employees' then current level of compensation according to the following schedule:

ESLB Pay Out Schedule	
Years of Service	**Percent of Accrued ESLB**
Less than 2	None
2-5	10%
6-10	15%
11-15	25%
16+	35%

ESLB payout will be placed into a Post-Employment Retirement Health Care Savings Plan account or paid out as taxable earnings.

This policy and the County's other policies, procedures, and other written documents, no matter how detailed, do not create a contractual right or equitable right to paid time off, vacation time, or similar forms of compensation ("Time Off Accrual"). The County specifically retains the right to change the terms of the described time off accruals and related terms at any time without notice

to employees. There is no contractual right to time off accrual as described herein, and related documents and this paragraph shall be understood as an effective disclaimer of any claim for time off accrual.

301.08 Catastrophic Sick Time

An employee may accrue catastrophic sick time upon attainment of 840 hours of regular PTO. Catastrophic sick time accrues in a separate account at the rate of 3.69 hours per pay period (one-half the minimum PTO accrual rate of 7.38 hours per pay period) for each pay period that an employee maintains a balance of 840 hours and does not use PTO in said pay period.

In the event of catastrophic illness or injury, an employee may use time available in their catastrophic sick bank for the employee or an adult child, spouse, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, and stepparent after exhausting all PTO hours down to 120 hours prorated based upon FTE status and all ESLB hours.

Effective January 1, 2025, employees may also use catastrophic sick time for other ESST-qualifying reasons, provided that an employee must completely exhaust available PTO leave and all ESLB leave before using catastrophic sick leave for an ESST purpose not otherwise specifically addressed in this Section 301.08.

Catastrophic sick time is not compensable upon separation of employment in good standing or otherwise.

301.09 Earned Sick and Safe Time for Temporary and Seasonal Employees

Effective January 1, 2024, the State of Minnesota enacted the Earned Sick and Safe Time (ESST) law (Minn. Stat. §§ 181.9445-181.9448) that requires the County to provide temporary and seasonal (non-benefit eligible) employees one (1) hour of Sick and Safe Time for every 30 hours worked during a 12-month calendar year.

An employee must work at least 80 hours in a calendar year (or be expected by the County at the time of hire to work at least 80 hours in a calendar year) for the County to be eligible for this benefit. Employees can earn up to a maximum of 48 hours of Sick and Safe Time each calendar year. When Sick and Safe Time is being utilized, the employee will be compensated at the employee's base rate of pay. Base rate of pay means:

- For employees paid on an hourly basis, the same rate received per hour of work;
- For employees paid on an hourly basis who receive multiple hourly rates, the rate the employee would have been paid for the period of time in which leave was taken;
- For employees paid on a salary basis, the same rate guaranteed to the employee as if the employee had not taken the leave; and
- For employees paid on any basis other than hourly or salary, a rate no less than the applicable local, state, or federal minimum wage, whichever is greater.

Base rate does not include shift differentials that are in addition to an employee's hourly rate,

premium payments for overtime work, and other premium payments for work on Saturdays, Sundays, holidays, or scheduled days off.

The leave may be used as it is accrued in the smallest increment of time tracked by the County's payroll system.

Permissible Uses of Earned Sick and Safe Time

Sick and Safe Time may be used for the following purposes as set forth in Minn. Stat. § 181.9447, subd. 1:

- The employee's (1) mental or physical illness, injury, or other health condition, (2) need for medical diagnosis, care, or treatment of a mental or physical illness, injury, or other health condition, or (3) need for preventive medical or health care.
- The employee's care of a family member (1) with a mental or physical illness, injury, or other health condition, (2) who needs medical diagnosis, care, or treatment of a mental or physical illness, injury, or other health condition, or (3) who needs preventive medical or health care.
- Absence due to domestic violence, sexual assault, or stalking of the employee or a family member if the absence is to:
    - Seek medical attention related to physical or psychological injury or disability caused by domestic abuse, sexual assault, or stalking.
    - Obtain services from a victim service organization.
    - Obtain psychological or other counseling.
    - Seek relocation or take steps to secure an existing home due to domestic abuse, sexual assault or stalking; and
    - Seek legal advice or take legal action, including preparing for or participating in any civil or criminal legal proceeding related to or resulting from domestic abuse, sexual assault, or stalking.
- To make arrangements for or to attend funeral service or a memorial.
- To address financial or legal matters that arise after a family member's death.
- Closure of the employee's workplace due to weather or public emergency or closure of family member's school or care facility due to weather or public emergency.
- The employee's inability to work or telework because the employee is: (i) prohibited from working by the County due to health concerns related to the potential transmission of a communicable illness related to a public emergency; or (ii) seeking or awaiting the results of a diagnostic test for, or a medical diagnosis of, a communicable disease related to a public emergency and such employee has been exposed to a communicable disease or the County has requested a test or diagnosis.
- When it has been determined by the health authorities having jurisdiction or by a health care professional that the presence of the employee or family member of the employee in the community would jeopardize the health of others because of the exposure of the employee or family member of the employee to a communicable disease, whether or not the employee or family member has actually contracted the communicable disease.

Employees may use earned sick and safe time for the following family members:

- Child, including foster child, adult child, legal ward, child for whom the employee is legal guardian or child for whom the employee is legal guardian or child to whom the employee stands or stood in loco parentis (in place of a parent).
- Spouse or registered domestic partner.
- Sibling, stepsibling, or foster sibling.
- Biological, adoptive, or foster parent, stepparent or a person who stood in loco parentis (in place of a parent) when the employee was a minor child.
- Grandchild, foster grandchild, or step grandchild.
- Grandparents or step-grandparent.
- A child of a sibling of the employee.
- A sibling of the parents of the employee.
- A child-in-law or sibling-in-law.
- Any of the family members listed above of an employee's spouse or registered domestic partner.
- Any other individual related by blood or whose close association with the employee is the equivalent of a family relationship; and
- Up to one individual annually designated by the employee.

Tracking, Annual Carryover, and No Payout Upon Separation from Employment

Temporary, seasonal, and part-time employees that earn Sick and Safe Time will have their accrued time tracked by the County on their bi-weekly paycheck stub. Accrued Sick and Safe Time will not be paid out to an employee upon separation from employment with the County.

When there is a separation from employment with the County and the employee is rehired within 180 days of separation, previously accrued Sick and Safe Time that had not been used will be reinstated. A rehired employee will be entitled to use and accrue Sick and Safe Time at the commencement of reemployment.

An employee will be able to carry over any unused Sick and Safe Time hours (not to exceed 80 hours) to the following calendar year. An employee may use Sick and Safe Time as it is accrued. Sick and Safe Time begins to accrue at the commencement of employment, provided that the employee is expected by the County to work more than 80 hours in a calendar year at the time of hire. If a temporary or seasonal employee is not expected to work more than 80 hours at the time of hire at the time of hire, but works more hours than expected, the County will retroactively credit Sick and Safe Time hours based on the number of hours worked by the employee back to the employee's start date. The employee would then be eligible to request approval to use up to two hours of Sick and Safe Time to be paid for a previous qualifying absence.

Advance Notice for use of Earned Sick and Safe Leave

If the need for Sick and Safe Time is foreseeable, an employee must provide at least seven days' advance notice of a request to use it. Notice must be provided to the employee's direct

supervisor or in any other manner communicated by the County in writing. However, if the need is unforeseeable, employees must provide notice of the need for Sick and Safe Time as soon as practicable. When an employee uses Sick and Safe Time for more than three consecutive scheduled workdays, the County may require appropriate and reasonable supporting documentation (such as medical documentation supporting medical leave, court records or related documentation to support the reasons for the requested leave). However, if the employee or employee's family member did not receive services from a health care professional, or if documentation cannot be obtained from a health care professional in a reasonable time or without added expense, then reasonable documentation for absences due to an employee's or family member's illness, injury, or other condition, preventative care, or need to quarantine due to concerns related to exposure or suspected exposure to a communicable disease may include a written statement from the employee indicating that the employee is using, or used, Sick and Safe Time for a qualifying purpose. Similarly, an employee may provide a written statement to the County stating that the employee is using Sick and Safe Time for an absence due to domestic abuse, sexual assault, or stalking of the employee or employee's family member if other verifying documentation cannot be obtained in a reasonable time or without added expense.

The County will not require an employee to disclose details related to domestic abuse, sexual assault, or stalking or the details of the employee's or the employee's family member's medical condition for purposes of reviewing and approving requests to use Sick and Safe Time. In accordance with state law, the County will not require an employee using Sick and Safe Time to find a replacement worker to cover the hours the employee will be absent.

An employee returning from time off using accrued Sick and Safe Time is entitled to return to their employment at the same rate of pay received when their leave began, plus any automatic pay adjustments that may have occurred during the employee's time off. Seniority during Sick and Safe Time absences will continue to accrue as if the employee has been continually employed.

301.10 Minimum Amount of ESST Required by Law

The County's PTO, ESLB leave, and catastrophic sick time existing prior to ESST legislation enacted in 2023 and 2024 is more generous than the minimum amount of Earned Sick and Safe Time required by law. In the event Minnesota law, through legislation, a decision by a court or administrative body of competent jurisdiction, or administrative rulemaking, is clarified such that the County is not required to designate all PTO, ESLB leave, and catastrophic sick leave as ESST, the County will provide only the minimum amount of ESST required by law.

DRAFT

301 PAID TIME OFF (PTO) AND SICK AND SAFE TIME

Policy Adopted: 12-16-16

Policy Effective: 01-01-17
Amended: 08-15-17
Amended: 10-19-21
Amended: 06-28-22
Amended: 12-25-22
Amended: 04-18-23
Policy Adopted: 11-21-23
Amended: 01-01-24
Policy Adopted: TBD
Amended: TBD

301.01 PTO Policy

It is the policy of Wright County to provide paid time away from work to eligible employees. This policy is implemented by the means of the PTO Plan contained herein, which covers all paid leave previously available under Wright County's vacation and sick leave policies and combined these benefits into a single plan. PTO can be utilized for any purpose, subject only to necessary department request and approval procedures consistent with Wright County policies so customer service and work requirements are not adversely impacted.

301.02 PTO Eligibility and Availability

PTO with pay shall be granted to all full and part-time regular Wright County employees. PTO is earned on a pay period by pay period basis and may be taken in full up through the last pay period worked. PTO cannot be used on an employee's last day of employment.

Employees can carry over any PTO that does not exceed the stated cap. No additional accrual will occur above the cap.

There is no waiting period upon hire to begin using accrued PTO.

301.03 Accrual Rates and Maximums

PTO benefits shall be accrued at the following rate for full-time staff. Part-time staff are awarded PTO at the same rate of accrual as full-time staff, except that their accrual and maximum carry-over is prorated based on hours worked. PTO hours do not count towards computing an employee's eligible overtime hours.

Accrual Rates and Maximums for non-union and union full-time staff are based on an 80-hour work week for each pay period (2080 Work Hours Per the Calendar Year).

Non-exempt, part-time staff accrual and carry-over is prorated based on hours worked **per pay period (up to maximum of 80 hours).**

Years of Service	Annual Accrual Rate Prorated (hours)	Maximum Accrual Per Pay Period	Accrual Rate Formula (hours earned per hour compensated)	Max Carry-Over Prorated (hours)	*Max Payout Prorated upon separation in good standing (hours)
0-3	192	7.38 Hours	0.0923	840	384
4-6	208	8.00 Hours	0.1000	840	416
7-10	232	8.92 Hours	0.1115	840	464
11-15	248	9.54 Hours	0.1192	840	496
16-20	272	10.46 Hours	0.1308	840	544
21-24	288	11.08 Hours	0.1385	840	576
25+	296	11.38 Hours	0.1423	840	592

Employees shall not accrue more than 296 hours prorated of PTO annually. PTO will be forfeited when an employee reaches the maximum carry-over unless eligible to contribute 3.69 hours per pay period into catastrophic sick time as outlined in subsection 301.08 Catastrophic Sick Time.

**Maximum payout upon separation in good standing is equivalent to two (2) times the annual accrual rate based on years of service.*

PTO is accrued per hour compensated each pay period and may be used in increments of .25 hours at a time. PTO is earned and available for use as it is accrued.

When the employee's length of service reaches the next higher rate of accrual, accrual at the new rate shall begin the first day of the pay period following the date of eligibility. PTO shall not accrue during a period of unpaid leave of absence.

PTO balances are paid out at 100%, up to the maximum payout, upon separation in good standing from employment. PTO payout will be placed into a Post-Employment Retirement Health Care Savings Plan account or paid out as taxable earnings based upon the plan documents. The Plan documents for the Post Employment Retirement Health Care Savings Plan are on file in the Administration Department.

This policy and the County's other policies, procedures, and other written documents, no matter how detailed, do not create a contractual right or equitable right to paid time off (PTO) or similar

forms of compensation (Time off accrual). The County specifically retains the right to change the terms of the described time off accruals and related terms at any time without notice to employees. There is no contractual right to time off accrual as described herein, and related documents and this paragraph shall be understood as an effective disclaimer of any claim for time off accruals.

Effective January 1, 2024, the State of Minnesota enacted the Earned Sick and Safe Time (ESST) law (Minn. Stat. §§ 181.9445-181.9448). The statutory reasons for which ESST may be used are set forth in Minn. Stat. § 181.944 and are outlined in Section 301.09 below. For the time period running from January 1, 2024, to December 31, 2024, the County will designate the first 48 hours of PTO leave used each calendar year by an employee eligible to accrued PTO as Earned Sick and Safe Time (ESST). If an employee chooses to use the employee's first 48 hours of PTO accrued in the 2024 calendar year for reasons other than the ESST-qualifying reasons outlined by statute, Wright County will not provide additional ESST-designated PTO hours. Employees who wish to preserve their ESST-designated PTO specifically for the ESST purposes outlined by law are responsible for managing their own PTO usage to ensure their 48 hours of ESST-designated PTO are available to be used for ESST purposes throughout the course of the calendar year when requested by the employee. While an employee may use any available PTO hours the employee has for an ESST purpose, the employee will not be provided with additional ESST-designated PTO hours once the employee's available 48 hours have been exhausted each calendar year. Employees who do not use all of their 48 hours of ESST-designated PTO in a calendar year will be allowed to carry over their unused ESST-designated PTO into the next calendar year, up to a maximum accumulation of 80 hours of ESST-designated PTO.

Effective January 1, 2025, the County will designate all accrued PTO as ESST consistent with legislative updates in the year 2024. As noted in Section 301.10 below, the County reserves the right to modify the amount of PTO designated as ESST in the event of future changes to the law.

Permanent full-time and part-time employees that earn PTO/Sick and Safe Time will have their accrued time tracked by the County on their bi-weekly paycheck stub.

301.04 PTO Credit for Applicable Experience within Field

Persons newly hired or promoted who have been employed on a full-time basis in their respective fields, with less than one (1) year break in employment prior to entering Wright County service, and upon proper verification, may receive added PTO credit for this employment at the County's discretion. This credit shall not exceed four (4) years. This additional credit for applicable experience within the field will be applied to the employees PTO accrual effective date of hire.

301.05 Notice and Scheduling

Notice to use ESST-designated PTO hours (as described in Section 301.03) for an ESST-qualifying reason must be provided in accordance with the notice requirements described below in Section 301.09, which governs ESST for temporary and seasonal employees (see Advance Notice for Use of Earned Sick and Safe Leave provisions of Section 301.09).

Use of PTO for reasons other than ESST uses must be requested in advance unless there is an emergency. PTO requests should be submitted to the supervisor as far in advance as practical. While every effort will be made to give employees the time off of their preference, time off will be scheduled so as not to cause an interruption in the normal operation of the department and in service to the public. Should a conflict in scheduling occur, it will be resolved on the basis of the timing of the request and/or the employee's prior utilization of PTO pertaining to department/unit approval of employee requests for PTO (specifically around holidays). If an employee seeks to use ESST-designated PTO for an ESST-qualifying reason as outlined by law, the County will approve the use of ESST-designated PTO on the days requested by the employee to the extent required by law.

Emergency and/or unplanned use of PTO requires immediate notification to the supervisor. Notification of absence should be made in accordance with department procedure, and subject to the notice requirements outlined in Section 301.09 below for ESST-designated PTO to be used for ESST-qualifying reasons. If a specific department procedure does not exist, notification should be made on the first day of absence or as soon as possible, but no later than one hour after the normal reporting time unless there is an emergency situation requiring an employee to provide later notice specifically due to the nature of the emergency. Inappropriate use of the PTO plan may subject the employee to disciplinary action.

301.06 Medical Certification

Family Medical Leave Act (FMLA), including FMLA medical certification requirements, may apply to PTO requests for medical reasons. Minimally, absences for medical reasons of more than three (3) consecutive scheduled working days may require a physician's statement or other documentation to verify the employee's absence to the extent permitted by law. Among other things, this documentation will be used to determine if a leave of absence should be initiated and if FMLA applies. The timing and scope of medical documentation requested by the County in connection with approving FMLA leave will be governed by applicable FMLA regulations. When permitted by law, a statement attesting to the employee's ability to return to work and perform the essential functions of that employee's position may also be required before the employee returns to work.

301.07 Extended Sick Leave Bank (ESLB)

Non-union Employees hired before December 31, 2016, or union employees that have switched over to the County's PTO plan on or after January 1, 2023, may have hours converted to the Extended Sick Leave Bank (ESLB) according to the conversion polices of Wright County's PTO Plan approved by the Wright County Board on December 20, 2016. Hours converted to ESLB may be used for illness or disability for an FMLA qualifying event for the employee or to care for an immediate family member as defined by FMLA and pursuant to the policies in effect (Section 301-Paid Time Off) for the use of ESLB leave.

For non-qualifying FMLA events, employees that have absence due to illness, disability, or injury may use ESLB hours after all PTO has been exhausted down to 240 hours or 240 hours prorated based upon the employee's FTE status. Human Resources may require acceptable medical verification that the absence qualifies under FMLA before approving use of ESLB time.

ESLB may also be used due to an illness or injury for an adult child, spouse, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, and stepparent under the same terms upon which the employee is able to use ESLB benefits for their own illness or injury. The limit to the amount of ESLB leave used for an adult child, sibling, parent, grandparent, or stepparent is 160 hours in a 12-month calendar year.

Employees eligible to participate in the ESLB will be allowed to access their ESLB, without depleting any PTO, for treatment of a serious health condition that qualifies as an FMLA event.

Effective January 1, 2025, employees may also use ESLB leave for other ESST-qualifying reasons, provided that an employee must completely exhaust available PTO leave before using ESLB leave for an ESST purpose not otherwise specifically addressed in this Section 301.07.

Wright County will pay to all employees, at the time of separation in good standing, unused ESLB time at the employees' then current level of compensation according to the following schedule:

ESLB Pay Out Schedule	
Years of Service	**Percent of Accrued ESLB**
Less than 2	None
2-5	10%
6-10	15%
11-15	25%
16+	35%

ESLB payout will be placed into a Post-Employment Retirement Health Care Savings Plan account or paid out as taxable earnings.

This policy and the County's other policies, procedures, and other written documents, no matter how detailed, do not create a contractual right or equitable right to paid time off, vacation time, or similar forms of compensation ("Time Off Accrual"). The County specifically retains the right to change the terms of the described time off accruals and related terms at any time without notice

to employees. There is no contractual right to time off accrual as described herein, and related documents and this paragraph shall be understood as an effective disclaimer of any claim for time off accrual.

301.08 Catastrophic Sick Time

An employee may accrue catastrophic sick time upon attainment of 840 hours of regular PTO. Catastrophic sick time accrues in a separate account at the rate of 3.69 hours per pay period (one-half the minimum PTO accrual rate of 7.38 hours per pay period) for each pay period that an employee maintains a balance of 840 hours and does not use PTO in said pay period.

In the event of catastrophic illness or injury, an employee may use time available in their catastrophic sick bank for the employee or an adult child, spouse, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, and stepparent after exhausting all PTO hours down to 120 hours prorated based upon FTE status and all ESLB hours.

Effective January 1, 2025, employees may also use catastrophic sick time for other ESST-qualifying reasons, provided that an employee must completely exhaust available PTO leave and all ESLB leave before using catastrophic sick leave for an ESST purpose not otherwise specifically addressed in this Section 301.08.

Catastrophic sick time is not compensable upon separation of employment in good standing or otherwise.

301.09 Earned Sick and Safe Time for Temporary and Seasonal Employees

Effective January 1, 2024, the State of Minnesota enacted the Earned Sick and Safe Time (ESST) law (Minn. Stat. §§ 181.9445-181.9448) that requires the County to provide temporary and seasonal (non-benefit eligible) employees one (1) hour of Sick and Safe Time for every 30 hours worked during a 12-month calendar year.

An employee must work at least 80 hours in a calendar year (or be expected by the County at the time of hire to work at least 80 hours in a calendar year) for the County to be eligible for this benefit. Employees can earn up to a maximum of 48 hours of Sick and Safe Time each calendar year. When Sick and Safe Time is being utilized, the employee will be compensated at the employee's base rate of pay. Base rate of pay means:

- For employees paid on an hourly basis, the same rate received per hour of work;
- For employees paid on an hourly basis who receive multiple hourly rates, the rate the employee would have been paid for the period of time in which leave was taken;
- For employees paid on a salary basis, the same rate guaranteed to the employee as if the employee had not taken the leave; and
- For employees paid on any basis other than hourly or salary, a rate no less than the applicable local, state, or federal minimum wage, whichever is greater.

Base rate does not include shift differentials that are in addition to an employee's hourly rate,

premium payments for overtime work, and other premium payments for work on Saturdays, Sundays, holidays, or scheduled days off.

The leave may be used as it is accrued in the smallest increment of time tracked by the County's payroll system.

Permissible Uses of Earned Sick and Safe Time

Sick and Safe Time may be used for the following purposes as set forth in Minn. Stat. § 181.9447, subd. 1:

- The employee's (1) mental or physical illness, injury, or other health condition, (2) need for medical diagnosis, care, or treatment of a mental or physical illness, injury, or other health condition, or (3) need for preventive medical or health care.
- The employee's care of a family member (1) with a mental or physical illness, injury, or other health condition, (2) who needs medical diagnosis, care, or treatment of a mental or physical illness, injury, or other health condition, or (3) who needs preventive medical or health care.
- Absence due to domestic violence, sexual assault, or stalking of the employee or a family member if the absence is to:
    - Seek medical attention related to physical or psychological injury or disability caused by domestic abuse, sexual assault, or stalking.
    - Obtain services from a victim service organization.
    - Obtain psychological or other counseling.
    - Seek relocation or take steps to secure an existing home due to domestic abuse, sexual assault or stalking; and
    - Seek legal advice or take legal action, including preparing for or participating in any civil or criminal legal proceeding related to or resulting from domestic abuse, sexual assault, or stalking.
- To make arrangements for or to attend funeral service or a memorial.
- To address financial or legal matters that arise after a family member's death.
- Closure of the employee's workplace due to weather or public emergency or closure of family member's school or care facility due to weather or public emergency.
- The employee's inability to work or telework because the employee is: (i) prohibited from working by the County due to health concerns related to the potential transmission of a communicable illness related to a public emergency; or (ii) seeking or awaiting the results of a diagnostic test for, or a medical diagnosis of, a communicable disease related to a public emergency and such employee has been exposed to a communicable disease or the County has requested a test or diagnosis.
- When it has been determined by the health authorities having jurisdiction or by a health care professional that the presence of the employee or family member of the employee in the community would jeopardize the health of others because of the exposure of the employee or family member of the employee to a communicable disease, whether or not the employee or family member has actually contracted the communicable disease.

Employees may use earned sick and safe time for the following family members:

- Child, including foster child, adult child, legal ward, child for whom the employee is legal guardian or child for whom the employee is legal guardian or child to whom the employee stands or stood in loco parentis (in place of a parent).
- Spouse or registered domestic partner.
- Sibling, stepsibling, or foster sibling.
- Biological, adoptive, or foster parent, stepparent or a person who stood in loco parentis (in place of a parent) when the employee was a minor child.
- Grandchild, foster grandchild, or step grandchild.
- Grandparents or step-grandparent.
- A child of a sibling of the employee.
- A sibling of the parents of the employee.
- A child-in-law or sibling-in-law.
- Any of the family members listed above of an employee's spouse or registered domestic partner.
- Any other individual related by blood or whose close association with the employee is the equivalent of a family relationship; and
- Up to one individual annually designated by the employee.

Tracking, Annual Carryover, and No Payout Upon Separation from Employment

Temporary, seasonal, and part-time employees that earn Sick and Safe Time will have their accrued time tracked by the County on their bi-weekly paycheck stub. Accrued Sick and Safe Time will not be paid out to an employee upon separation from employment with the County.

When there is a separation from employment with the County and the employee is rehired within 180 days of separation, previously accrued Sick and Safe Time that had not been used will be reinstated. A rehired employee will be entitled to use and accrue Sick and Safe Time at the commencement of reemployment.

An employee will be able to carry over any unused Sick and Safe Time hours (not to exceed 80 hours) to the following calendar year. An employee may use Sick and Safe Time as it is accrued. Sick and Safe Time begins to accrue at the commencement of employment, provided that the employee is expected by the County to work more than 80 hours in a calendar year at the time of hire. If a temporary or seasonal employee is not expected to work more than 80 hours at the time of hire at the time of hire, but works more hours than expected, the County will retroactively credit Sick and Safe Time hours based on the number of hours worked by the employee back to the employee's start date. The employee would then be eligible to request approval to use up to two hours of Sick and Safe Time to be paid for a previous qualifying absence.

Advance Notice for use of Earned Sick and Safe Leave

If the need for Sick and Safe Time is foreseeable, an employee must provide at least seven days' advance notice of a request to use it. Notice must be provided to the employee's direct supervisor or in any other manner communicated by the County in writing. However, if the

need is unforeseeable, employees must provide notice of the need for Sick and Safe Time as soon as practicable. When an employee uses Sick and Safe Time for more than three consecutive scheduled workdays, the County may require appropriate and reasonable supporting documentation (such as medical documentation supporting medical leave, court records or related documentation to support the reasons for the requested leave). However, if the employee or employee's family member did not receive services from a health care professional, or if documentation cannot be obtained from a health care professional in a reasonable time or without added expense, then reasonable documentation for absences due to an employee's or family member's illness, injury, or other condition, preventative care, or need to quarantine due to concerns related to exposure or suspected exposure to a communicable disease may include a written statement from the employee indicating that the employee is using, or used, Sick and Safe Time for a qualifying purpose. Similarly, an employee may provide a written statement to the County stating that the employee is using Sick and Safe Time for an absence due to domestic abuse, sexual assault, or stalking of the employee or employee's family member if other verifying documentation cannot be obtained in a reasonable time or without added expense.

The County will not require an employee to disclose details related to domestic abuse, sexual assault, or stalking or the details of the employee's or the employee's family member's medical condition for purposes of reviewing and approving requests to use Sick and Safe Time. In accordance with state law, the County will not require an employee using Sick and Safe Time to find a replacement worker to cover the hours the employee will be absent.

An employee returning from time off using accrued Sick and Safe Time is entitled to return to their employment at the same rate of pay received when their leave began, plus any automatic pay adjustments that may have occurred during the employee's time off. Seniority during Sick and Safe Time absences will continue to accrue as if the employee has been continually employed.

301.10 Minimum Amount of ESST Required by Law

The County's PTO, ESLB leave, and catastrophic sick time existing prior to ESST legislation enacted in 2023 and 2024 is more generous than the minimum amount of Earned Sick and Safe Time required by law. In the event Minnesota law, through legislation, a decision by a court or administrative body of competent jurisdiction, or administrative rulemaking, is clarified such that the County is not required to designate all PTO, ESLB leave, and catastrophic sick leave as ESST, the County will provide only the minimum amount of ESST required by law.

303 INSURANCE

Policy Adopted: 11-16-0

Policy Amended: 10-19-21
Policy Amended: 04-18-23
Policy Amended:

POLICY STATEMENT

The County offers regular full-time and part-time employees insurance coverage as described below.

303.01 HEALTH INSURANCE

Regular full-time employees are required to select health insurance coverage and part-time employees will be offered health insurance coverage. The County's plan provides single and family coverage with multiple plan options available.

A set dollar amount shall be provided by the County as a contribution toward the premium. The County reviews its contribution on an annual basis. Employee contributions are made through payroll deduction. These deductions can be taken on a pre-tax basis.

Employees that enroll in a high deductible health insurance VEBA (Voluntary Employee Beneficiary Association) or HSA (Health Savings Account) plan offered through Wright County will have a designated amount that is approved annually by the County Board deposited into the employee's VEBA or HSA account to be utilized for approved medical expenses. VEBA and HSA ~~is~~ contributions are managed through ~~a~~ tax-exempt trust used by employees and dependents to pay for eligible medical expenses. Employees that enroll in an HSA plan offered by the County may also elect to contribute additional money through a payroll deduction. Employees that contribute additional money into their HSA accounts are responsible for complying with all applicable IRS regulations.

303.02 LIFE INSURANCE

All regular full-time and part-time employees shall be entitled to a term life insurance policy in an amount to be set by the County Board. The employee may apply for additional coverage for themselves or dependents. These optional expenses are paid for through payroll deduction.

303.03 EMPLOYEE ASSISTANCE PROGRAM (EAP)

Employees and their family members have access to confidential employee assistance programs that is provided through the County. Information about the various confidential employee assistance programs is available on the County's intranet site.

303.04 SHORT TERM DISABILITY

Regular full-time and part-time employees working a minimum of 1/2 time are eligible for a set amount of short-term disability coverage. The amount will be determined by the County Board and premiums will be paid by the County. An employee may apply for an increase in the

amount of short-term disability coverage at his or her own cost. Such increases will be paid for through payroll deduction.

303.05 LONG TERM DISABILITY

Regular full-time and part-time employees working a minimum of 1/2 time are eligible to receive a set amount for long term disability coverage. This amount will be determined by the County Board and premiums will be paid by the County. An employee may apply for an increase in the amount of long-term disability coverage at his or her own cost. Payment is made through payroll deductions.

303.06 OTHER VOLUNTARY COVERAGES

Wright County offers a variety of voluntary coverage to its employees. Please contact Human Resources for additional information on the voluntary coverage plans that are available through the County.

303 INSURANCE

Policy Adopted: 11-16-0

Policy Amended: 10-19-21
Policy Amended: 04-18-23
Policy Amended:

POLICY STATEMENT

The County offers regular full-time and part-time employees insurance coverage as described below.

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Regular full-time employees are required to select health insurance coverage and part-time employees will be offered health insurance coverage. The County's plan provides single and family coverage with multiple plan options available.

A set dollar amount shall be provided by the County as a contribution toward the premium. The County reviews its contribution on an annual basis. Employee contributions are made through payroll deduction. These deductions can be taken on a pre-tax basis.

Employees that enroll in a high deductible health insurance VEBA (Voluntary Employee Beneficiary Association) or HSA (Health Savings Account) plan offered through Wright County will have a designated amount that is approved annually by the County Board deposited into the employee's VEBA or HSA account to be utilized for approved medical expenses. VEBA and HSA ~~is~~ contributions are managed through ~~a~~ tax-exempt trust used by employees and dependents to pay for eligible medical expenses. Employees that enroll in an HSA plan offered by the County may also elect to contribute additional money through a payroll deduction. Employees that contribute additional money into their HSA accounts are responsible for complying with all applicable IRS regulations.

303.02 LIFE INSURANCE

All regular full-time and part-time employees shall be entitled to a term life insurance policy in an amount to be set by the County Board. The employee may apply for additional coverage for themselves or dependents. These optional expenses are paid for through payroll deduction.

303.03 EMPLOYEE ASSISTANCE PROGRAM (EAP)

Employees and their family members have access to confidential employee assistance programs that is provided through the County. Information about the various confidential employee assistance programs is available on the County's intranet site.

303.04 SHORT TERM DISABILITY

Regular full-time and part-time employees working a minimum of 1/2 time are eligible for a set amount of short-term disability coverage. The amount will be determined by the County Board and premiums will be paid by the County. An employee may apply for an increase in the

amount of short-term disability coverage at his or her own cost. Such increases will be paid for through payroll deduction.

303.05 LONG TERM DISABILITY

Regular full-time and part-time employees working a minimum of 1/2 time are eligible to receive a set amount for long term disability coverage. This amount will be determined by the County Board and premiums will be paid by the County. An employee may apply for an increase in the amount of long-term disability coverage at his or her own cost. Payment is made through payroll deductions.

303.06 OTHER VOLUNTARY COVERAGES

Wright County offers a variety of voluntary coverage to its employees. Please contact Human Resources for additional information on the voluntary coverage plans that are available through the County.

602 PERSONAL LEAVE

Policy Adopted: 11-16-04

Policy Amended: 01-01-06
Policy Amended: 07-01-15
Policy Amended: 05-31-22
Policy Amended: 10-04-22
Policy Amended: 1-16-24
Policy Amended: TBD

602.01 POLICY STATEMENT

Wright County provides leaves of absence, without pay, to regular and probationary full-time and part-time employees for reasons of medical or personal obligations, emergencies or other substantial reasons.

602.02 MEDICAL LEAVE

Medical leaves shall be pursuant to the FMLA Policy (Section 601). Once FMLA and all other available paid leave (PTO, extended sick leave, catastrophic sick leave, compensatory time, floating holiday) have been exhausted, the Human Resource Director shall determine if additional leave, without pay, should be granted, consistent with the needs of the County and the Americans Disability Act. The Human Resources Director may approve requests for medical leave up to three (3) months. If additional medical leave is needed beyond three (3) months, the County Administrator (or designee) may approve requests for additional leave up to a maximum of six (6) months.

In order to be eligible for consideration for a medical leave, the employee must present a statement from a licensed medical authority, which must include a diagnosis of the illness or injury, a justification as to why the employee is unable to perform the duties of their position, and an expected date of return to work. Leaves of indefinite duration will not be granted. A medical statement may be requested at any time during the leave.

When a medical leave ends, every reasonable effort will be made to return the employee to the same position, if available, or to a similar available position for which the employee is qualified. Wright County cannot guarantee reinstatement in all cases.

602.03 PERSONAL LEAVE

Department heads may authorize regular and probationary employees to be absent without pay for personal reasons for a period, or periods, not to exceed ten (10) working days in a calendar year. Requests for a personal leave beyond ten (10) working days must be approved by the County Administrator (or designee).

A personal leave may be granted for educational leave, personal emergencies, or other substantial personal reasons. A personal leave is not for employee medical issues. Employees shall request such leaves thirty (30) days in advance of the date desired when possible. The best interest of the County shall be the primary consideration of granting a personal leave without pay.

In no instance shall an employee be granted personal leave without pay if they can use earned PTO, extended sick leave, catastrophic sick leave, floating holiday, or compensatory time.

602.04 DETERMINATION TO GRANT LEAVE

The following questions shall be addressed in determining whether to grant an unpaid leave of absence:

a. Can the employee's position be reasonably left vacant or filled on a temporary basis during the leave period?
b. Is there a reasonable expectation that the employee will be willing and able to return to work after the leave has expired?
c. Are there significant risks, costs, or benefits to the County for granting the leave request?

602.05 PREGNANCY AND PARENTING LEAVE OF ABSENCE FOR PROBATIONARY EMPLOYEES

Employees within in their first twelve months of employment who are not eligible for FMLA may request a pregnancy and parenting leave of absence through the County Human Resources Director. Employees may request this leave for prenatal care, incapacity due to pregnancy, childbirth, or related health conditions as well as biological or adoptive childcare in conjunction with or after the birth, stillbirth, or adoption of a child. Eligible employees shall receive a maximum of 12 weeks of leave that is inclusive of all accrued leaves (PTO, extended sick leave, catastrophic sick leave, floating holiday). The leave must begin within twelve months of the birth or adoption of the child. The pregnancy and parent leave of absence shall not extend past the time an employee becomes eligible for FMLA. Employee should provide reasonable notice, at least 30 days prior to the birth or adoption. If the leave must be taken by the employee in less than thirty days, the employee should give as much notice as practicable. Employees are permitted to take additional medical leave beyond the initial twelve-week pregnancy and parenting leave of absence pursuant to policy 602.02. Nothing in this policy prohibits an employee from taking FMLA leave when eligible.

Employees are required to use their accrued leave (i.e., PTO, floating holiday, etc.) during a Pregnancy and Parenting Leave. The employee is entitled to return to work in the same position and at the same rate of pay the employee was receiving prior to commencement of the leave. Group insurance coverage will remain available while the employee is on leave pursuant to Section 602.06. All pregnancy and parenting leave requests must be submitted in writing to the employee's department head and Human Resources Director for approval.

602.06 BENEFITS

It shall be the responsibility of the employee to make full payment of the County's and the employee's contribution of all insurance premiums when on an unpaid leave except as provided for in the Family and Medical Leave Act (FMLA). Employee cost of insurance premiums shall be prorated based on amount of unpaid leave.

The aforementioned provisions for benefits and anniversary dates shall not apply to an employee with at least three full months of employment but less than 12 full months of employment. ~~Employees who have successfully completed three months of employment~~

~~and are within their first 12 full months of employment will be eligible to continue receiving the County's contribution toward health insurance premiums for a maximum of three months while they are on an approved unpaid leave.~~ Pursuant to MN Statutes Section 181.939, subdivision 2, the County will maintain insurance coverage for any employee or dependent if an employee takes a leave due of absence due to a pregnancy accommodation or for pregnancy or parenting leave under Minnesota Statutes Section 181.941. In order to receive the County's insurance contribution, an employee must make timely payment of the employee's share of the insurance premium in the manner specified by the County. Employees within the first year of employment will not have their anniversary date adjusted for any unpaid leave taken during the first 12 full months of their employment, provided that the unpaid leave commences on or after the employee has completed three months of employment. There is no accrual of PTO when an employee is on an ~~medical, personal, or pregnancy and parenting~~ unpaid leave of absence.

602.07 RETURN TO WORK

An employee may return to work at any point during the leave; however to do so, they must submit a letter to the supervisor or department head two (2) weeks prior to the anticipated date of return or as soon as the employee is able to determine a return-to-work date.

An employee who does not return to work and does not provide sufficient notification regarding their work status at the expiration of the approved leave period shall be considered a resignation not in good standing.

602 PERSONAL LEAVE

Policy Adopted: 11-16-04

Policy Amended: 01-01-06
Policy Amended: 07-01-15
Policy Amended: 05-31-22
Policy Amended: 10-04-22
Policy Amended: 1-16-24
Policy Amended: TBD

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A personal leave may be granted for educational leave, personal emergencies, or other substantial personal reasons. A personal leave is not for employee medical issues. Employees shall request such leaves thirty (30) days in advance of the date desired when possible. The best interest of the County shall be the primary consideration of granting a personal leave without pay.

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701 EMPLOYEE CONDUCT IN THE WORKPLACE

Policy Adopted: 11-16-04 **Policy Amended:TBD**

701.01 POLICY STATEMENT

Wright County expects employees to conduct themselves in a manner that assures orderly operations and provides the best possible work environment for all employees and the organization.

701.02 PROHIBITED BEHAVIOR

It is not possible to list all the forms of behavior that are considered unacceptable in the workplace. The following are examples of conduct that may result in disciplinary action, up to and including termination of employment.

a. Theft or inappropriate removal or possession of property
b. Possession, distribution, sale, transfer, or use of alcohol or illegal drugs in the workplace, while on duty, or while operating employer-owned vehicles or equipment
c. Fighting or threatening violence in the workplace
d. Negligence or improper conduct leading to damage of employer-owned or customer-owned property
e. Violation of safety or health rules, policies and procedures
f. Sexual or other unlawful harassment
g. Excessive absenteeism or any absence without notice
h. Violation of personnel rules, policies and procedures
i. Unsatisfactory performance or conduct, such as exhibiting inappropriate actions, attitudes or behaviors and/or communicating in such a manner that business operations are negatively impacted.

701.03 INVESTIGATIONS OF MISCONDUCT

Employee conduct that falls under **Section 703 (Harassment, Offensive and Violent Behavior)** will be investigated by the County. Other prohibited behavior may be investigated using other appropriate processes and the following apply to those other prohibited behaviors:

A. Reporting- Any employee may report other prohibited behavior to their supervisor, department head, representative of the Human Resources or the Administration Departments. Reports should be made as soon as possible after becoming aware of the prohibited behavior. Reports may be made in writing or verbally, however, the events of said complaint shall be documented. Any complaint received, either informal or formal, must be forwarded to the Human Resources Department within two working days. Failure to forward any complaint as provided herein will result in disciplinary action against the supervisor or department head. All

reports will be reviewed and investigated or otherwise addressed in an appropriate manner under the circumstances by either the Human Resources/Administrative Departments (designee) or the applicable department, whichever is deemed appropriate by the County Administrator.

B. Filing a False Allegation- An employee who is found to have knowingly made false allegations with malicious intent to defame, impugn, or otherwise knowingly ruin the professional or personal reputation of another employee will face disciplinary action up to and including termination.

C. No Retaliation- An employee who makes a complaint or who participates in an investigation may not be retaliated against in any manner. An employee, supervisor, or department head who is found to have retaliated will face disciplinary action up to and including termination.

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WRIGHT COUNTY WORK RULES AND CODE OF CONDUCT

Conduct as a County Employee

In accepting employment with Wright County, employees become representatives of the County and are responsible for assisting and serving the citizens for whom they work. An employee's primary responsibility is to serve the residents of Wright County. Employees should exhibit conduct that is ethical, professional, responsive, and of standards becoming of a county employee. To achieve this goal, employees must adhere to established policies, rules, and procedures and follow the instructions of their department heads and/or supervisors.

Honesty is an important organizational attribute to Wright County. Therefore, any intentional misrepresentation of facts or falsification of records, including personnel records such as medical records supporting a leave request, leave request documentation, timesheets or the like, will not be tolerated. Further, dishonesty or misrepresenting facts in county positions generally precludes workers from effectively performing their essential job duties and undermines the public's trust in Wright County's operations. Any violations of this paragraph will result in corrective action, up to and including termination.

The following are job requirements for every position within Wright County. All employees are expected to:

- Perform assigned duties to the best of their ability at all times.
- Render prompt and courteous service to the public at all times.
- Read, understand, and comply with the rules and regulations as set forth in this personnel policy manual and the Wright County Financial Policies and Procedures, as well as any other policies and procedures relevant to the employee's respective department as directed by the employee's supervisor.
- Conduct themselves professionally toward both residents and staff and respond to inquiries and information requests with patience and every possible courtesy.
- Report any and all unsafe conditions to their immediate supervisor.
- Report any and all suspected unlawful conduct observed in the course of their employment to the employee's immediate supervisor unless this personnel policy manual provides for a different reporting procedure based on the conduct at issue.
- Maintain good attendance while meeting the goals set by an employee's supervisor, subject to leaves or absences properly reported and approved through the County's established procedures.
- Approach Wright County's organization and operational duties with a positive attitude and constructively support open communication, creativity, dedication and compassion.

Conflict of Interest

Wright County employees are to remove themselves from situations in which they would have to take action or make a decision where that action or decision could be a perceived or actual conflict of interest or could result in a personal benefit for themselves or a family member. A conflict of interest will generally involve some type of financial interest but could also involve a non-financial interest that would impair an employee's ability to objectively carry out the employee's responsibilities to Wright County and its constituents. If an employee has any question about whether such a conflict exists, they should consult with their immediate supervisor and department head.

Personal Communications and Use of Social Media

Wright County recognizes that its employees retain the right to express their opinions and views as individuals. However, the County may address personal speech and expression that impairs an employee's ability to do the employee's job or otherwise is disruptive to the County's operations. It is important for Wright County employees to remember that the public may construe their personal communications to reflect on the County, especially if employees are commenting on County business or commenting on issues that implicate their County employment. As County representatives, employees share in the responsibility of earning and preserving the public's trust in the County. An employee's own personal communications, such as on social media, can have a significant impact on the public's belief that all County staff will carry out Wright County functions faithfully and impartially and without regard to factors such as race, sex/gender, religion, national origin, disability, sexual orientation, or other protected categories. Nonpersonal communications (performed within one's job duties) to members of the public must be professional at all times.

The following guidelines apply to personal communications, including various forms such as social media (Facebook, Twitter, blogs, YouTube, etc.), letters to the editor of newspapers, personal emails, and personal endorsements:

- Do not share any private or confidential information you have access to as a result of your County position.
- Any personal communications must not cause an actual or reasonably foreseeable disruption to the efficiency of the County's operation, including by negatively affecting morale, creating conflict in the workplace, or otherwise impairing the employee's ability to perform assigned job duties. Put another way, such public comments must not undermine any County department's ability to effectively serve the public. Disruptive personal communications can include liking or republishing (sharing/retweeting) a social media post of another individual or entity. The County can act on the personal communication that violates this policy without an actual disruption if it is reasonably foreseeable that the communication would be disruptive.
- Remember what you write or post online or in a publication cannot easily be undone. It may also be spread to larger audience than you intended. Use common sense when using email or social media sites. For example, you should refrain from sending or posting information or photos that you would be embarrassed to see in a newspaper or

that you would not want your department head, manager, or other employees to read. Keep in mind that harassment, bullying, threats of violence, discrimination, or retaliation concerning a co-worker or between co-workers that would not be permissible in the workplace is also not permissible online, even if it is done after hours, from home, and on a personal computer or other device.

Wright County expects its employees to contribute to a positive working environment for all employees and to demonstrate an objectively collaborative with respect to the County's overall operations. This means you should be fair, courteous, and respectful to supervisors, co-workers, citizens, customers, and other persons associated with the County. Avoid using statements, photographs, video or audio that reasonably may be viewed as malicious, obscene, threatening or intimidating, disparaging, or might constitute harassment or bullying. Examples of such conduct might include offensive posts meant to intentionally harm someone's reputation or posts that could contribute to a hostile work environment on the basis of sex, race, national origin, age, color, creed, religion, disability, marital status, familial status, veteran status, sexual orientation, gender identity, or gender expression, status with regard to public assistance or membership or activity in a local human rights commission.

- Avoid using statements, photographs, video or audio that reasonably may be viewed as malicious, obscene, threatening or intimidating, disparaging, or might constitute harassment or bullying. Examples of such conduct might include offensive posts meant to intentionally harm someone's reputation or posts that could contribute to a hostile work environment on the basis of sex, race, national origin, age, color, creed, religion, disability, marital status, familial status, veteran status, sexual orientation, gender identity, or gender expression, status with regard to public assistance or membership or activity in a local human rights commission.
- If you publish something related to County business and there is a likelihood that the public would be confused as to whether you are speaking on behalf of the County, you must take reasonable steps to ensure the public understands that your personal views do not represent the views of the County and that you are not speaking in your capacity as a Wright County employee. For example, the use of a disclaimer such as, "These are my own opinions and do not represent those of Wright County" would be appropriate if there is a potential that the public could be confused about whether you are speaking on behalf of the County.
- County resources, working time, or official County positions cannot be used for personal profit or business interests, or to participate in personal political activity. For example, a building inspector may not use the County's logo, email, or working time to promote the inspector's side business as a plumber; a parks and recreation employee may not access a park after hours for personal purposes even though the employee may have a key; a clerk, while working at the Government Center, may not campaign for a friend who is running for an open County Commissioner seat.
- Personal social media account name or email names should not be tied to Wright County.

When a complaint or allegations involve an employee's personal communications or use of social media, the County will review the situation on a case-by-case basis to determine what type of responsive action, if any, would be appropriate. The County's response will take into consideration applicable legal standards related to the employee's individual rights, as well as an employer's ability to address the employee's speech and expression.

500 – WORKING CONDITIONS AND HOURS

501 SAFETY

Policy Adopted: 11-16-04

Policy Amended: 01-01-18
Policy Amended: TBD

501.01 POLICY STATEMENT

Wright County has adopted a Safety and Health Program in order to provide a safe work environment for employees, customers and visitors to comply with all applicable State and Federal laws. The health and safety of each employee and the prevention of occupational injuries and illnesses are of primary importance to the County. To the greatest degree possible, the County will maintain an environment free from unnecessary hazards and will establish safety policies and procedures for each department. Adherence to these policies is the responsibility of each employee. Overall administration of this policy is the responsibility of each department head, manager, and supervisor(s) of the County.

501.02 SAFETY AND HEALTH PROGRAM

The Wright County Safety and Health Program is incorporated as a part of these rules, policies and procedures. The Wright County Safety and Health Manual (i.e., AWAIR, Right to Know, Lock Out/Tag Out, Ergonomic, Bloodborne Pathogen policies, etc.) is available on the County's SharePoint site (under the Human Resources section) and a hard copy is on file in the Administration Department. ~~and with each department head.~~

501.03 REPORTING ACCIDENTS AND ILLNESSES

Both Minnesota workers' compensation laws and the state and federal Occupational Safety and Health Acts require that all on the job-related injuries and illnesses be reported as soon as possible by the employee, or on behalf of the injured or ill employee, to one's supervisor and the County's Risk & Safety Manager. The employee's immediate supervisor will be required to complete the Health and Safety Incident form in the Oracle ERP system. The completed document will be forwarded to Risk Management and submitted into the MCIT First Report of Injury database for processing. Additional documentation may be requested by Risk Management from the affected departments related to an injury or illness on the job.

501.04 UNSAFE BEHAVIOR

The County Administrator and/or Assistant County Administrator(s) are authorized to send an employee home immediately if it is determined that an employee's unsafe work behavior violates the County's personnel policies, department policies, and/or willfully creates or potentially creates a health or safety issue for the employee or for others that are working with the employee.

501.05 VIOLATION OF SAFETY AND HEALTH PROGRAM

Any employee who violates any safety rule, policy or procedure established by the County, department, division of a department or State or Federal agency, will constitute just cause for disciplinary action up to and including termination.

502 SMOKING

Policy Adopted: 11-16-04

Policy Amended: 10-22-13
Policy Amended: 04-19-22

502.01 POLICY STATEMENT

In keeping with Wright County's intent to provide a safe and healthy work environment, smoking, E-cigs, and tobacco use in the workplace is prohibited. Outdoor locations have been specifically designated as smoking areas by the County Board.

For the purpose of this policy, "smoking and tobacco use" means inhaling or exhaling from any lighted cigar, cigarette, pipe or any other lighted tobacco, plant product, or substance that may be used for smoking in lieu of tobacco intended for inhalation via any of the means listed above. Use of electronic devices, which simulate smoking or facilitate vaping are also prohibited. This includes, but is not limited to, electronic or "e" devices such as e-cigarettes, e-cigars, e-pipes. Electronic devices are prohibited regardless of whether they provide vapor of liquid nicotine, lobelia, and/or other substances. Non-electronic devices, which simulate smoking are also prohibited.

In situations where the preferences of smokers and nonsmokers are in direct conflict, the preferences of nonsmokers will prevail.

502.02 COUNTY VEHICLES AND FACILITIES

Smoking and tobacco use in County owned vehicles, equipment and facilities is prohibited.

502.03 OUTDOOR SMOKING LOCATIONS

Outdoor smoking has been restricted to designated areas in an effort to discourage employees and the public from smoking near air intake ducts, public entrances and areas where smoking poses an increased fire hazard. Smoking will be allowed at the following locations.

a. Government Center- designated smoking area SW corner (Floor 0-Westside Door) of the Government Center.

b. Public Works - parking lot area outside the range of any fire hazards.

c. Highway-parking lot area outside the range of any fire hazards.

d. Justice Center-designated smoking area SE corner (Employee Entrance) of the Justice Center.

e. Jail/LEC-designated smoking areas near the north employee entrance and south of the front entrance.

f. Employees may also use tobacco products in their private personal vehicles.

503 BREAK AND MEAL PERIODS

Policy Adopted: 11-16-04 **Policy Amended: 01-01-18**
Policy Amended: TBD

503.01 POLICY STATEMENT

The County allows employees periodic rest periods during the work shift for purposes of rejuvenation and attention to personal needs.

503.02 BREAK PERIOD

Each 8-hour workday employees are provided two (2) break periods of fifteen (15) minutes.

At the department head (or designee) discretion and with prior approval, an employee may be allowed to combine their two daily paid fifteen-minute breaks and their unpaid 30-minute lunch break into a one-hour lunch/rest period during the workday.

a. 30-minutes of the 1-hour lunch/rest period, representing the 30-minute lunch period, will be unpaid.
b. 30-minutes of the 1-hour lunch/rest period, representing the two 15-minute break periods, will be paid.

Break periods should be taken in the middle of work periods, such as mid-morning and mid-afternoon. Breaks should be scheduled in a manner that allows employees to remove themselves from their workstation yet provides adequate staffing level to successfully provide services.

Employees must not be absent from their workstations beyond the allotted break period time.

503.03 MEAL PERIOD

All employees are provided one (1) meal period of thirty (30) minutes. Meal periods shall be taken away from the employee's workstation. Meals shall be taken to minimize disruption of normal operating requirements.

Employees will be relieved of all active responsibilities during meal periods and will not be compensated for this time. Employees must not be absent from their workstations beyond the allotted meal period time.

Any modification to the scheduled meal period by an employee shall require prior approval of the employee's supervisor and/or department head. Department Heads shall make the final determination regarding whether a modified meal period request is approved.

504 EMERGENCY CLOSING

Policy Adopted: 11-16-04

Policy Amended: 01-19-21
Policy Amended: TBD

504.01 POLICY STATEMENT

County facilities will generally be open during adverse weather. Due to individual circumstances, each employee will have to evaluate the weather and road condition in deciding to report to work (or leave early). Employees that are unable to report to work are required to contact their supervisor (telephone, e-mail, text message) prior to the start of their scheduled workday. Employees not reporting to work for reasons of personal safety will be allowed to use accrued leave or compensatory time, or with supervisor approval, may modify their work schedule, work remotely, or make other reasonable schedule adjustments.

Emergencies such as severe weather, fires, power failures, etc., can disrupt County operations. These circumstances may require the closing of a work facility in extreme cases. In the event that that such an emergency occurs during non-working hours, the closing will be announced on the Wright County webpage, or other acceptable means of electronic communication as determined by the County Administrator. The decision to close can only be made by the County Administrator (or designee) in consultation with the County Board Chair. After the decision has been made to close a County facility, Department heads will then be responsible for communicating with their staff members the decision to close County buildings and any future updates.

504.02 CLOSING WHEN AT WORK

When the decision to close is made prior to noon, employees who are present will receive 1/2 day pay. If the decision to close is made after noon, employees who are present will receive full day's pay. Employees will receive official notification from their department head.

504.03 CLOSING PRIOR TO START OF WORKDAY

When the decision to close is made before the workday has begun, time off from scheduled work will be unpaid; however, employees may use available PTO or floating holiday time.

504.04 ESSENTIAL EMPLOYEES

Employees considered to be essential to the operations, such as the Sheriff's Office and Highway Department, are not covered by this policy.

505 TRAINING AND DEVELOPMENT

Policy Adopted: 11-16-04 **Policy Amended: 01-01-23**

505.01 POLICY STATEMENT

Wright County will actively support employee training and development programs to enhance work related skills and knowledge.

505.02 BUDGET DEVELOPMENT

As a part of each Department's budget the department head shall list the total amount estimated for employee training and development, in a separate line item called "conferences, meetings, and staff training."

505.03 IN-SERVICE TRAINING

The Administration Department will develop and sponsor periodic training on issues such as new or updated personnel rules, policies, and procedures; sensitivity training; customer service; client relations; etc. Some in-service training may be mandatory. An employee's schedule may be altered to allow attendance at a mandatory training session. In-service training will be scheduled for multiple times to allow for maximum participation whenever possible. It is the Department Head's responsibility to ensure staff attend mandated training.

Individual departments may also conduct training for department specific issues. Assistance and resources may be obtained from the Administration Department.

505.04 PROFESSIONAL ORGANIZATIONS

Employees are encouraged to join and be active in work related professional organizations. Reasonable membership dues may be paid by the County upon approval by the County Board/Human Services Board. If available, institutional memberships are preferred to numerous individual memberships.

An employee may serve on the organizations board and serve on committees as long as such placement does not interfere with the employees regular duties and prior approval has been obtained from the Department Head.

505.05 CONFERENCES AND WORKSHOPS

Employees are encouraged to attend work related conferences and workshops to develop knowledge and skills and to build a network of related professional contacts.

The employee will be reimbursed for the full cost of eligible expenses if funds have been budgeted and approval is obtained from the department head. Departments shall be limited to sending no more than two employees unless the agenda specifically lists more than two concurrent sessions. In such cases, the Department shall be allowed to send the same number of employees as the number of concurrent sessions. Departments are encouraged to have those who have attended share information with other employees.

505.06 TUITION REIMBURSEMENT

Regular full-time and part-time employees, who have completed a minimum of one (1) full year of continuous service with the County, will be eligible for reimbursement of courses which result in post- secondary credit, degree, or certification. Reimbursement may be used for books and tuition. The maximum reimbursement to be paid in any calendar year is $2,000 regardless of when class ends or when the grade is received. Part-time employees are eligible for pro-rated tuition reimbursement.

Employees requesting reimbursement must have the course approved by the department head and Human

Resources Director prior to registration and meet the following criteria:

a. Course is a post-secondary level course taken for credit; and
b. Course is taken on personal time; and
c. Course is determined by the Administration Department to be relevant to the employee's job; and
d. Attendance is warranted to keep the employee abreast of continuing developments in one's professional field or specific area of employment and is important to the operation and function of the department.
e. Funds have been budgeted by the responsible department and approved by the County Board.

Upon the successful completion of a pre-approved course, with a grade or evaluation equivalent to a "C" or better, reimbursements will be made as follows:

a. Transcripts and itemized receipts are required as evidence of grades and expenses must be provided with the completed Wright County Tuition Reimbursement Application form. Upon successful completion of a pre-approved course, with a grade or evaluation equivalent to a "C" or better, reimbursement will be made in accordance with the County's policies.
b. If it is determined that any of these criteria have not been met after county monies have been expended for such purposes the employee shall be responsible for full restitution of these funds.
c. Employees who leave employment within twelve (12) months of receiving reimbursement for education are accountable for repayment of educational reimbursement monies received on a pro-rata basis. Repayment shall be withheld from the final paycheck if not paid by the employee prior to departure.

505.07 TRAINING RECORDS

Each department shall maintain a record of all employee training(s). Copies of any work-related certifications or licensures shall be provided to Human Resources for record keeping purposes. Records shall include: individual employee name; training received (name of course); brief description of course and whether it was an in-service, conference, workshop, seminar, or class; total cost including fees, travel, meals, lodging, etc.

505.08 RETREATS

Infrequent staff retreats may be authorized provided the following criteria are met:

a. Retreats shall be work related and used to develop knowledge and skills of persons attending.
b. Prior County Board/Human Services Board approval is required. Requests for approval must include a retreat agenda and a service delivery plan.
c. Board members or designees may attend retreats if they so desire.

506 BUSINESS RELATED EXPENSE REIMBURSEMENT

Policy Adopted: 11-16-04

Policy Amended: 01-10-17
Effective Date: 01-01-17
Policy Amended: 06-25-19
Policy Amended: 09-22-22
Policy Amended: 11-21-23

*The business-related expense reimbursement policy has been moved to the County's Finance Policies and Procedures document. Approved by the County Board on 11-21-23.

507 COMPENSATORY TIME

Policy Adopted: 11-16-04

Policy Amended: 01-01-17
Policy Amended: TBD

507.01 POLICY STATEMENT

Regular and probationary full-time non-exempt employees may earn compensatory time (comp time) in lieu of payment for hours worked over the normal forty (40) hours in one week.

507.02 ACCRUAL RATE: NON-EXEMPT

Eligible non-exempt employees may earn compensatory time at the rate of one and one-half (1-1/2) times the hours worked over forty (40) hours up to a maximum of forty-eight (48) hours per calendar year non-renewable.

507.03 APPROVAL

An employee may not claim compensatory time unless first approved by his or her supervisor.

507.04 USE OF COMPENSATORY TIME

Compensatory time may be used upon approval by the employee's supervisor, and may only be taken in blocks of fifteen (15) minutes or more. Compensatory time may not be carried over from year to year and must be used in the calendar year (January 1 through December 31) that it is earned.

507.05 PAYOUT OF COMPENSATORY TIME

Non-exempt employees seeking to be paid compensatory time in lieu of using it must provide a written request to the Payroll Department no later than December 1st of each calendar year. Requests to the Payroll Division should be noted by clicking on the comp pay out line option on the employee's time sheet and a follow-up email or phone call should be made to payroll staff notifying them of your intention to have your compensatory time paid out in your next County issued paycheck. Union employees are advised to review their collective bargaining agreement for compensatory time payout information, as the collective bargaining agreement language will govern to the extent it is inconsistent with this paragraph.

508 WORK SCHEDULE

Policy Adopted: 11-16-04

Policy Amended: 01-10-17
Effective: 01-01-17
Policy Amended: 09-20-22

508.01 POLICY STATEMENT

Wright County establishes work schedules for its employees and reserves the right to make modifications to schedules as deemed necessary and appropriate to provide service delivery expectations to the public.

508.02 REGULAR WORK WEEK AND WORK SCHEDULE

The work week starts on Sunday at 12:01 A.M. and ends on Saturday at midnight. The most commonly utilized work schedule is 8:00 through 4:30 P.M., Monday through Friday.

Some employees are required to work non-standard schedules to promote optimum service to the public and to accommodate the needs of their respective departments.

508.03-FLEXIBLE, HYBRID, AND REMOTE WORK SCHEDULES

Flexible, hybrid, and remote work schedules may be implemented to enhance service to the public and/or to accommodate the needs of their respective departments. Flexible, hybrid, and remote work schedules shall not compromise effective government and customer services. Department heads retain full authority to deny flexible schedule requests.

A. Department heads may schedule a flexible and hybrid work schedule for employees to work any eight (8) or ten (10) hour shift.
B. Standard business hours for most areas of the county are between 6:00 a.m. and 6:00 p.m. Monday – Friday. Some departments and facilities may have different or expanded standard hours. Unless employees are assigned shifts or hours outside of the standard business hours or have supervisor's approval, employees are expected to work their hours during this timeframe to maintain business continuity, communication, and performance expectations, and within the parameters allowed in the collective bargaining agreement(s).
C. Requests for pre-arranged, repeating flexible, hybrid, or remote work schedules that deviate from standard business hours must follow all applicable laws, personnel policies, relative collective bargaining agreements, and be approved by the County Administrator (or designee).
D. Department heads may approve an occasional request from an employee to adjust their regularly scheduled shift. Approvals of this nature are not meant for permanent flexible, hybrid, and remote work schedules that are pre-arranged and repeating.

509 HIV AND COMMUNICABLE DISEASES

Policy Adopted: 11-16-04 **Policy Amended:** 06-08-07

Policy Amended: TBD

509.01 GENERAL POLICY STATEMENT

It is the policy of Wright County that no employee, applicant or client shall be subjected to testing, removed from normal and customary status, or deprived of any rights, privileges or freedoms because of his or her status regarding HIV or any communicable disease, except if required for clearly stated, specific, and compelling medical reasons, public health reasons, or both.

Wright County recognizes that bloodborne pathogens are a serious concern to employees who are exposed to blood and other potentially infectious materials that can potentially lead to HIV or other communicable disease exposure. The County's Bloodborne Pathogens Exposure Control policy and program is found in the Wright County Health and Safety Manual that is located on the Wright County SharePoint site in the Human Resources section.

510 PARKING

Policy Adopted: 11-16-04 **Policy Amended: 04-19-2022**
Policy Amended: TBD

510.01 POLICY STATEMENT

Wright County provides several County designated parking lots for the benefit of employees at the Wright County Government Campus.

510.02 EMPLOYEE LOTS

A. The northwest parking lot located at the Wright County Government Center is designated for employee parking. Employees that have a handicapped accessible permit are allowed to park in the handicapped designated parking stalls located on the north side of the Government Center. Employees who are assigned to work in the Wright County Government Center are not allowed to park in the designated parking lots or stalls for the Wright County Highway building, Community Dental Clinic, the Health Partners Medical Clinic, or the Wright County Justice Center east lot.

B. County Commissioners and ~~department heads~~ designated staff positions will be issued reserved parking stalls located on the southeast area of the Wright County Government Center. County employees are not allowed to park in this area, unless authorized to do so.

C. The northeast parking lot at the Wright County Law Enforcement Center is designated for Sheriff's Office employee parking.

D. The east parking lot at the Wright County Justice Center is designated solely for Justice Center employees. Employees who are assigned to work in the Justice Center will be issued an access card that will grant them access to this parking lot.

E. The parking lot at the Wright County Highway Building is designated only for Highway Department employees and any Highway Department related business activities.

F. The parking lot at the Wright County Public Works Building is designated only for employees assigned to work in this facility and any department related business activities.

G. Wright County staff members are not allowed to park in parking lots that are reserved for the general public on the Wright County Government Center Campus.

510.03 WINTER PARKING

~~Parking will not be permitted in employee designated lots between the hours of 10:00 p.m. and 6:00 a.m., November 1st through April 30th. The only exception is when an employee is using a fleet vehicle to attend County business-related meetings, conferences, and/or events. In these cases, employees need to park their personal vehicle in designated overnight/late return reserved spaces located near the SE corner of the parking lot.~~ A winter parking plan which designates parking and snow stacking locations on the Wright County Government campus will be communicated by the Facilities Department at their discretion depending on weather and anticipated winter / snow conditions. Areas identified as restricted are not available for daily parking and will be identified on the winter parking plan as well as marked with cones placed in the parking lots.

510.04 OVERNIGHT AND LATE RETURN EMPLOYEE PARKING

County employees that are using a fleet vehicle to attend County business-related meetings, conferences, and/or events, or who will be returning to the Government Center from official county business after sunset may park their personal vehicle in the designated overnight/late return reserved spaces located near the SE corner of the Government Center (within the north designated parking stalls).

511 PERSONAL APPEARANCE OF EMPLOYEES

Policy Adopted: 11-16-04

Policy Amended: 7-23-13
Policy Revised: 2-16-16
Policy Amended: TBD

511.01 POLICY STATEMENT

Wright County's goals in establishing this policy is to have a written set of expectations and protocols, provide a professional ~~image~~ appearance, maintain a favorable image of the County, and ensure personal safety. Dress, grooming, and personal hygiene shall be appropriate to the work situation. Departures from conventional dress or personal grooming and hygiene standards are not permitted. The County expects our employees to use good judgement in choosing their attire and in their grooming and personal hygiene. Department Heads may establish a more restrictive personal appearance policy if appropriate for the nature of their Department.

511.02 EMPLOYEE DRESS

~~Employees are expected to report to work in dress that fits the type of work performed and still promotes a professional image of the County.~~

~~Clothing is to be neat, clean, and free of rips, tears, and patches.~~

~~Examples of acceptable attire may include sport shirts, dress slacks or trousers, sweaters, blouses, skirts, sandals, and attire with the County logo.~~

~~Examples of unacceptable attire include jeans (except as provided for in this policy), sweatshirts, tank tops, halter tops, T-shirts, shorts or skorts, spandex items, tennis/gym shoes, flip-flops, exercise wear. Wearing jeans is acceptable attire for some positions, depending on the nature of their duties at the discretion of the department head.~~

~~On days when these employees are in the office rather than doing field work, the wearing of jeans is inappropriate.~~

The County has implemented a "Dress for Your Day" policy for employee clothing and appearance. Non-uniformed employees are expected to dress appropriately for the demands of their position and their daily schedule. For days where an employee has meetings with vendors, residents, elected officials, or other executives, employees are expected to dress appropriately for the nature of their business.

Employees in an office setting are expected to adhere to "business casual" attire (including the option of wearing denim jeans if approved by department head) to maintain a professional appearance while also dressing for the functions of their day. On limited occasion, non-uniform personnel may need to dress casually for tasks such as setting up equipment, cleaning, or other active tasks. On these occasions, employees are still expected to present a neat appearance and are not permitted to wear ripped or disheveled clothing, athletic wear, or similarly inappropriate clothing. The following are examples of acceptable work attire for the workplace:

- Dress shirts;
- Polo or golf shirts;

- Dress slacks or trousers;
- Capris Pants (3/4 length);
- Sweaters;
- Blouses;
- Skirts/Dresses; and
- Dress shoes or Dress sandals.

The following items are considered inappropriate attire for the workplace:

- Workout, athletic, or "athleisure" apparel;
- Revealing clothing;
- Shorts;
- Clothing that is ripped, frayed, overly worn, faded, or otherwise in disrepair;
- Leggings without an appropriate length top;
- Clothing with graphics;
- Tank tops (Excluding sleeveless dresses and/or dress shirts); and
- Flip flops or athletic sandals.

All employees may be allowed to wear jeans and/or County logo attire on Fridays, dependent upon the nature of their duties for that day.

~~Employees reporting to work in attire that is not portraying a professional image shall be advised that such attire is not to be worn again. An employee who reports to work in inappropriate attire may be sent home to change clothes. This will be done on the employee's time.~~

511.03 WORK ENVIRONMENT

~~The type of work performed by Wright County employees for the public requires each of us to work closely with our co-workers, clients, vendors and the public, both inside and outside the office environment. It is important that we are considerate of others who may have sensitivities or allergies to things that we bring into our work areas.~~

~~All employees may be asked to discontinue use or to remove items that can adversely affect co-workers or the public.~~

~~By following these guidelines we can help ensure a healthy work environment for all employees.~~

Dress needs vary by job function. Individuals who spend a portion of the day in the field need to dress in a professional manner appropriate to their jobs, as determined by their supervisor. Field workers who are in the office for full days should follow the guidelines listed above.

Uniformed personnel are expected to report to work with a neat, fresh, and clean uniform. Employees should keep in mind that while wearing County uniforms they are representing the County to the public even if they are not on duty.

All employees must use caution and be considerate of the possible fragrance sensitivities of fellow employees and the general public when applying colognes, air scents, perfumes, or other fragrances.

Application of these fragrances should be minimal and should not affect the external work environment or nearby coworkers.

Department Heads, with authority from the County Administrator, make the final determination on appropriate attire based on the work environment. Employees that report to work with inappropriate attire or grooming may be sent home to address the issue. In this circumstance, employees will be required to use PTO for the missed work time.

511.04 COUNTY UNIFORMS FOR NON-LAW ENFORCEMENT PERSONNEL

The County's intent in providing employees with standard uniforms is to assist with the public identifying them as County employees. Employees that are required to wear non-law enforcement personnel issued uniforms shall wear the uniforms during their scheduled work hours and the uniforms shall not be worn by the employee outside of normal work hours, except that employees may wear their uniforms while reasonably attending to personal errands during scheduled break times or immediately before and after work hours provided that doing so does is not inconsistent with the County's goal of fostering a favorable imagine in eyes of the public. All uniforms are expected to be kept clean and in good working condition.

Wright County will provide all Personal Protective Equipment (PPE) that is required for an employee to complete one's assigned job tasks.

512 ELECTRIC EQUIPMENT IN WORKSTATIONS

Policy Adopted: 11-16-04 **Policy Amended: TBD**

512.01 POLICY STATEMENT

The County enacts the following policy regarding the use of electric devices in an employee's workstation for the protection of other employees and to reduce the risk of fire.

512.02 POLICY

Employees may not have, keep, or use electrical devices such as hot plates, coffee makers, crock pots, mini fridges, heaters etc., at their workstations or within the department. These devices, ~~some of which are required to be commercial quality,~~ may only be kept and used ~~in authorized employee lunchrooms or areas authorized~~ with prior authorization by the Facilities Services Director and will be required to be of commercial quality when permitted.

Employees may have such things as cup/mug warmers, thermoses, air pots, and radios, so long as use of such things do not disturb other employees in the work area.

513 PHOTO ID BADGE/DOOR CARD KEY POLICY

Policy Adopted: 11-16-04 **Policy Amended: 02-05-13**
Policy Amended: TBD

513(A).01 POLICY STATEMENT

Wright County recognizes the need for safety/security in work areas, including the identification of employees. The purpose of having employees wear a Photo ID Badge/Door Card Key, (hereinafter, referred to as a "Card") is to easily monitor who is in County buildings, on County grounds, and in ~~safety~~ sensitive areas. This will also improve public relations by making employees more recognizable by the public.

This Policy establishes procedures to issue, replace and account for Cards issued to employees. Access to facilities is controlled to protect County records, property and staff. The Administration Department ~~maintains control of~~ authorizes all building ~~keying~~ card access permissions, and the Facilities Department administers the systems. Changes cannot be made without the express authorization of the respective Department Head, and the County Administrator or assigned designee.

513(A).02 ISSUING CARDS

The Administration ~~Department~~ and Facilities Departments together will issue access cards as follows:

a. Full-time and part-time employees shall be issued Cards.
b. Temporary employees shall be issued "Temporary Employee" Cards.
c. District Court employees shall be issued "10th Judicial District" Cards.
d. Contractors and vendors shall be issued "Vendor" Cards.

The Department Head shall initiate the request for the Door Card Key Access Group for each employee prior to issuance. The Department Head provides rationale and obtains approval ~~County Administrator for all levels of access as well as time parameters~~ from the Administration Department for all levels of access as well as time parameters.

Human Resources will communicate the Policy for Cards to new employees at orientation. Photographs of new employees will be taken at the time of orientation.

513(A).03 USE

The Card shall be visibly worn by all employees while on County property and/or conducting County business. Uniformed employees will not be required to display their Cards.

Employees who report to work without their Cards will be issued a temporary Card by Administration. ~~upon completion by the Employee Door Access Request Form by Supervisor.~~

513(A).04 REPLACEMENT PROCEDURES FOR CARDS

Lost or stolen Cards must be reported **immediately** to the Administration Department. Prompt reporting is essential to maintain security within the Card System and to ensure adequate security within the County buildings. Cards that are reported missing will be deactivated immediately.

Fees for replacement Cards are as follows:

a. Broken Cards - No cost to employee when Card is returned to the Administration Department. Note: Badges that are damaged/broken due to employee misuse or negligence (i.e., damaged by something other than through normal work use) do not qualify for replacement at no charge.
b. Lost Cards – Replacement fee to cover the costs of replacing the Card to be determined by the Administration Department (includes broken Cards that are not returned).

513(A).05 CARD RETURNS

The Card is County property and shall be turned into the Administration Department when an employee leaves employment. The employee is responsible for turning in the Card no later than their last day of employment and the Supervisor or department leadership staff are responsible for ensuring they are returned to the Administration Department timely.

513(A).06 PROHIBITIONS

Duplication of Cards is prohibited. Transfer of Cards between employees is prohibited. Conduct of such type shall result in employee discipline or other civil or criminal action as appropriate.

514 HARD KEY POLICY

Policy Adopted: 02-05-03 **Policy Amended: TBD**

514(B).01 POLICY STATEMENT

Wright County recognizes the need for safety/security in work areas. The Hard Key Policy facilitates a coordinated process for determining which individuals are allowed access to County buildings and safety sensitive areas.

This Policy establishes procedures to issue, replace and account for distribution of Keys to Employees. Access to facilities is controlled to protect County records, property, and staff. The Facilities Department maintains control of the Justice Center and Government Center keying systems. The Sheriff's Office controls the Law Enforcement Center keying system, the Highway Department controls the Highway Building keying system, and the Parks Department controls the Public Works building keying system. Changes cannot be made without the express authorization of the respective Department Head and the County Administrator or assigned designee.

514(B).02 ISSUING HARD KEYS

The Supervisor completes the Hard Key Request Form, including the name of the Employee(s) for whom a Key is requested, as well as the rationale for the request. The Supervisor then obtains the signature of the Department Head and forwards the request to the ~~Administration~~ Facilities Department for coordination.

Upon approval, the Employee will be required to sign the Hard Key Rights and Responsibilities form at the time they pick up the Key.

The Facilities Department (or controlling Department) will issue Hard Keys as follows:

a. Full-time and part-time Employees shall be issued keys as requested by their Supervisor and upon approval of the Department Head and County Administrator (or designee).
b. District Court Employees shall be issued keys as requested by their Supervisor and upon approval of the Department Head and County Administrator (or designee).

514(B).03 USE

The key shall either be assigned directly to an Employee or stored in a secured location with access designated to certain Employees. The Employee must act responsibly with the key and either carry the key at all times or secure it in a specific locked location in their office area.

514(B).04 REPLACEMENT PROCEDURES FOR KEYS

Lost or stolen keys must be reported **immediately** to the Facilities Department for coordination as needed with appropriate Departments that may be affected. Prompt reporting is essential to ensure adequate security within the County buildings.

To obtain a replacement key, the Supervisor shall complete the Hard Key Card Access Request Form which is available on the County's Intranet under the Facilities Department page. A Hard Key Access Request Form shall be signed by the Supervisor and Department Head and routed to the Facilities Department.

Fees for replacement keys are as follows:

a. Broken Keys: No cost to Employee/Department when key is returned to the Administration Department.
b. Lost Keys: The Employee responsible for losing the key will be charged the replacement cost.

514(B).05 KEY RETURNS

All County issued keys are considered County property and shall be turned in to the Facilities or Administration Departments when an Employee leaves employment or no longer needs the key. The Employee is responsible for turning in the key no later than their last day of employment. If the Employee turns the key in to their Supervisor, the Supervisor will immediately return the key to Administration or Facilities. The Supervisor shall not give the key directly to another employee. If the employee does not return the key within five (5) business days of their last date of employment, a fee in the amount of the replacement cost will be deducted from their final paycheck.

514(B).06 PROHIBITIONS

Duplication and transfer of keys between employees is prohibited. Conduct of such type shall result in employee discipline or other civil or criminal action as appropriate. The Administration Department is responsible for issuing the key to another employee. The Supervisor must complete the Hard Key Access Request form as outlined previously. Approval by the County Administrator is required.

WRIGHT COUNTY HARD KEY RIGHTS AND RESPONSIBILITIES

This is to certify that _____(hereinafter "Key Holder") has been issued a Wright County Hard Key (hereinafter "key") on _____/_____/_____.

Key Location:

Key Number(s) Issued:	Door	Held by Holder/In Secured Cabinet
_____	_____	_____
_____	_____	_____

The use of this key by any person other than the key holder is a violation of Wright County Policy and may result in proceedings against the key holder which could include employee discipline, civil or criminal action.

The key must be maintained in good condition and used for access to County facilities. **Any key that is lost, stolen or damaged should be reported immediately to the Administration Department.** The key holder will be charged the cost of key replacement for unreturned and lost keys. Duplication and transfer of keys between employees is prohibited.

The key must be returned to the Administration or Facilities Department immediately when the key holder no longer needs it to perform the duties of their position.

I understand and agree to comply with these Rights and Responsibilities.

_____
Key Holder (Print Name)

_____ _____
Key Holder (Signature) Issue Date

Replacement Fee (If applicable): $_____

_____ _____
Key Holder (Signature) Return Date

515 WEAPONS IN THE WORKPLACE

Policy Adopted: 11-16-04 **Policy Amended: TBD**

515.01 POLICY STATEMENT

Except as otherwise provided within this policy, Wright County employees, volunteers and contractors, including those who possess a lawful permit to carry a firearm, are prohibited from possessing, carrying or using weapons:

a. During working hours while on property owned by or under the control of Wright County; and/or,
b. Within vehicles owned or under the control of Wright County or its agents or contractors; and/or,
c. While representing or performing Wright County work or services, regardless of location; and/or
d. At any other time while visiting the premises of Wright County during normal work hours or outside of normal work hours.

515.02 DEFINITIONS

1. For the purpose of this policy, "weapons" means:
   a. Any pistol, revolver, rifle, shotgun or other firearm of any nature;
   b. Any incendiary or explosive material, liquid, solid or mixture equipped with a fuse, wick or other detonating device;
   c. Any tear gas bomb or smoke bomb; however, personal self-defense items containing mace or pepper spray shall not be deemed to be a weapon for the purposes of this policy; or
   d. Any knife, commonly referred to as a switch-blade, which has a blade that opens automatically by hand pressure applied to a button, spring or other device in the handle of the knife; or any knife having a blade that opens or falls or is ejected into position by the force of gravity or by an outward, downward or centrifugal thrust or movement; any straight-blade knife of four inches or more such as a dagger or stiletto; except that an ordinary pocket knife with a blade no more than four inches in length shall not be construed to be a weapon for the purposes of this policy.

1. For the purpose of this policy, "possessing, carrying, or using," means:
   a. Physically on their person;
   b. Within their vehicle while the vehicle is being used for the conduct of Wright County related work or services; except that a weapon will not be considered to be in possession if it is unloaded, cased and in the trunk or cargo area of the vehicle.

515.03 EXCEPTIONS

This prohibition shall not apply to the carrying or use of weapons, prohibited under this policy, when specifically authorized by Minnesota Law.

515.04 WEAPONS VIOLATION PROCEDURE

Employees who have reason to believe somebody is in violation of this policy should contact the Sheriff's Office immediately.

516 HYBRID WORK PROCEDURES AND GUIDELINES

Policy Adopted: 9-18-18 **Policy Amended: 09-20-22**
Policy Amended: TBD

516.01 Hybrid Work Procedures and Guidelines

Purpose

In an effort to build and foster an empowered and thriving workplace, Wright County has developed this policy to support workplace flexibility, promote a highly productive work environment, and to recognize that a hybrid work arrangement can help the organization retain and attract valuable employees while reducing turnover costs. Wright County also recognizes that hybrid work arrangements are an important part of the modern work culture. This policy governs the practice of hybrid work environments. These arrangements must meet the needs of the County and the responsibilities of the position the employee holds. Outstanding service to the public and internal customers is essential to the mission and of the County.

While not all positions will be suitable for hybrid work arrangements, plans and request submitted by Department Head will be reviewed on a case-by-case basis taking into account the County, Department, customer needs, and the ability to maintain or improve a high level of service.

Hybrid work arrangements are voluntary and is not an entitlement or right for the employee. Hybrid work arrangements are implemented at the sole discretion of management and/or the employee's supervisor.

Departments may implement supplemental policies and procedures which may be more restrictive based on specific business needs (schedules, availability times, collaboration, and performance).
The Hybrid work goals for Wright County are:

- Improve customer service;
- Increase productivity and efficiency; and
- Attract and retain critical employee talent.

516.02 Definitions

Work Hours: Work schedule, including hours and days of work, are agreed to by the employee and the County. Please review Section 508 (Work Schedules) for additional information regarding acceptable employee work schedules.

Flextime: Agreed-upon starting and departure times that differ from the most commonly utilized work schedule for the department, division, or work group. Flextime does not reduce the total number of hours worked in a given workweek. Flextime options can include fixed starting/ending times that change periodically; starting and ending times that can vary daily and variations in the length of days (e.g., six-hour day followed by a 10-hour day, or a compressed work schedule of four 10-hour days per week, four 9-hour days, followed by 4-hour day). Department Heads and Supervisors may schedule employees to work any shift at their discretion.

Alternative Work Location: A work location alternative away from a centrally located or main business/office site. Examples of an alternative work site can be a home office, a work center, or an assigned office in a remote location.

Mobile Work: Mobile work occurs between appointments or at the beginning or end of a workday when it is not cost efficient to return to the office site or primary work location. Mobile work is completed at an alternative work location, to meet and work on-site with clients/customers who are located throughout the county. Mobile workers are not considered remote workers but are responsible for providing proper equipment control, maintenance and data security privacy of work product. This definition does not include positions where driving is a continuous task (i.e., Sheriff's patrol, maintenance workers, and highway maintenance workers).

Remote Work: Remote work is defined as work performed at an agreed-upon regularly scheduled alternative work location for more than 40 hours per pay period. Remote work is an arrangement between Wright County and the employee that is entered into when supported by business justifications and provided solely at the employer's discretion. A Remote Work Agreement is required between Wright County and the Employee.

516.03 Occasional Alternative Location Work

Employees may work up to 40 hours per pay period from an alternative work location. All work hours must be pre-approved by the employee's immediate Supervisor and Department Head. All hours worked must be properly tracked on the employees bi-weekly time sheet.

Occasional alternative work location time must comply with all terms and conditions of this policy and must meet all requirements of the Fair Labor Standards Act (FLSA). Alternative location workers are responsible for having childcare when working from home for dependents that require adult supervision, and that adequate resources are available at the employee's location, to complete their work. The County does not provide internet service or reimburse for internet costs for employees that occasionally work from an alternative location. No agreement is required between the employee and the County for approval to be an occasional or alternative location worker.

516.04 Selection Criteria for Remote Work Program

Supervisors should assess each request for remote work on a case-by-case basis, considering at a minimum the following criteria:

a. The needs of the department/work unit.
b. The position's duties and responsibilities.
c. Employee's current and past job performance has demonstrated essential work skills, such as time management, organization skills, self-motivation, and the ability to work independently. Performance expectations remain the same regardless of the employee's work schedule or location.
d. Key performance indicators are able to be documented and monitored to ensure work productivity and that quality is maintained.
e. Effects on quality customer service are identified.
f. Effect on the work unit, department, division, and Wright County as a whole.

516.05 Terms and Conditions for Remote Work Program

A. Employees who wish to remote work must make a request to work at an alternative work location (more than 40 hours per pay period) to their supervisor. The employee's supervisor will consider the request and determine if a Remote Work Agreement is consistent with the County's need.
B. If an employee's request to remote work is approved by the employee's supervisor, the supervisor must develop the hours of work and other provisions of the Remote Work Agreement, and the employee and the supervisor must both sign the agreement.
C. The supervisor shall next request approval of the Remote Work Agreement from the Department Head. If the Department Head approves, they shall also sign the agreement.
D. The Remote Work Agreement shall next be sent to the Human Resources Director to confirm the arrangement. The Human Resources Director shall also sign the agreement before remote working can begin. A final copy of the agreement will go to the employee, supervisor, and a copy will be provided to Human Resources for placement in the employees personnel file.
E. An employee has no automatic right to remote work and the County has the right to refuse or deny any remote working request from an employee. The County may, in its discretion, terminate a Remote Work Agreement at any time and for any reason without notice.
F. The supervisor and employee will work together to develop key performance indicators that will be evaluated (at

a minimum) on an annual basis.

G. An employee must complete their first six months of employment with the County to be eligible for remote work or receive permission from the County Administrator to begin a remote work assignment prior to the conclusion of the employees first six months of employment.
H. Any modifications to the Remote Work Agreement must be reflected in a new agreement, signed by the employee, supervisor, Department Head, and confirmed by the Human Resources Director.
I. The Remote Work Agreement must be reviewed whenever the remote worker changes job positions.
J. In accordance with the Worker's Compensation Insurance Policy, in the event of a work-related injury while remote working, the employee is required to notify their supervisor and complete all necessary reports for reporting an accident/incident.
K. The County is not liable for loss, destruction, or injury that may occur in or to the employee's home and/or alternative work location. This includes the employee's family members, visitors or others that may become injured within or around the employee's home and/or alternative work location.
L. The remote work hours of the remote worker shall be established by the employee's supervisor. Remote workers are required to come into the office, for collaboration, coverage, or at any time requested by a supervisor, or as defined in the Remote Work Agreement. Remote work hours shall be consistent with the requirements in any applicable collective bargaining agreement and the Wright County Personnel Policies. During agreed-upon remote work hours, the employee shall be available for consultation with their supervisor, co-workers, the public, and/or other County officials. An employee shall inform their supervisor of any absences from the remote working location during scheduled work hours. If a remote worker is found to be unavailable during their remote work hours, the Remote Work Agreement may be terminated.
M. Remote workers are expected to comply with all applicable Wright County personnel policies and procedures.
N. Remote workers will complete a timesheet reflecting hours worked. Work hours, overtime compensation, and PTO schedules shall conform to County policy and to any applicable collective bargaining agreement. Remote workers may work overtime hours only if approved in advance by the supervisor. The employee's compensation, benefits, job classification, work status, and work responsibilities will not change due to participation in a Remote Work Agreement. The amount of time the employee is expected to work per day or pay period will not change as a result of participation in the Remote Works Agreement. Non-exempt employees are required to track all hours worked. This includes taking meal and rest breaks required by state and federal laws regardless of whether they are on or off County premises.
O. The principal work location for an employee assigned to a remote work job assignment is the alternative work location agreed upon between the employee and the County, reflected in the Remote Work Agreement. When an employee is scheduled to work at the Wright County facility on a particular day, that facility location will be deemed the employee's principal work location for that day, even if the employee is typically assigned to work at their alternative work location.
P. Remote work is not to be used in lieu of childcare. Employees who are remote working from their home as the alternative work location must determine adequate arrangements for child or dependent care to maintain a professional and optimal working environment.
Q. Supervisor will include remote workers in regular meetings, planning sessions, trainings, and educational activities when applicable. Regular and significant communication with the office (supervisors and co-workers) will maintain continuity with the tempo and goals of the department and County. Frequent and informal communication by the remote worker will maintain and improve important networking and information exchanges.
R. Business meetings and client visits to the employee's alternative work location are prohibited.
S. The County has the right to make a site visit to the alternative work location to ensure proper procedures are being followed and to address any issues or questions the remote worker may have.
T. Wright County will provide the following equipment from the IT approved list (subject to requesting department's budget):
    1. A suitable mobile computing device

2. Up to two monitors
3. Docking station
4. Keyboard & Mouse
5. Webcam (if necessary)
6. Surge protector

U. Wright County will not provide the following equipment:

1. Desk phones
2. Phone Lines
3. Modems
4. Wireless Routers
5. Internet Access

V. In order to qualify for the Wright County Remote Work Program, the employee's internet connection must be high-speed, broadband and reliable. Hotspots will not be acceptable for remote work. The network method must be determined with input from the IT Department. Not all Internet customers receive the advertised speed from their ISP. The Internet connection speed can be verified using www.speedtest.net. The employee shall provide a screenshot of the speed test to his or her supervisor at the time of the request, showing both download and upload speeds. Staff working from alternate locations must utilize the Wright County VPN internet connection. The County requires a remote worker to have an internet connection of at least 20Mbps at their alternative work location in order to qualify for a remote worker assignment.

W. Wright County is responsible for the maintenance, and repair of County-owned equipment. The employee must provide the Wright County IT Department with Wi-Fi credentials in order to complete the installation process.

X. If equipment malfunctions, remote workers must notify their supervisors promptly. If the malfunction precludes a remote worker from performing work assignments, the remote worker may be assigned to another project or required to return to the employee's official work location.

Y. Technical support shall be done remotely, using only standard IT approved tools. Remote workers shall use the standard Wright County procedures for requesting assistance. For issues that cannot be resolved remotely, the remote worker shall bring their computer or equipment to the County for onsite service.

Z. Wright County will maintain a record of its software, hardware, and other property located in the alternative work location.

AA. Remote workers must return all County owned equipment, software, products, documents, and data if they are separated from employment with the County, go on an extended leave of absence of longer than 90 working days, or the remote working arrangement is ended.

BB. Wright County IT Department will not make any changes to non-county-owned equipment.

CC. Wright County is not responsible for supporting the Internet connection at the remote worker's alternative work location.

DD. Remote work is not:

1. A viable work arrangement for all positions or well suited to all employees;
2. An accommodation to complete personal or other non-County endeavors during work hours;
3. Considered a contract or guarantee of continued employment;
4. A benefit; or
5. An extension of the workday.

516.06 Work Location and Equipment

A. Alternative work locations should comply with all building codes and be free of health and safety hazards and/or obstructions. The employee shall complete the safety checklist and certify to safety requirements in the Remote Work Agreement. Employees are responsible for maintaining a workspace that is safe and conducive to completing work assignments and protecting all data used.
B. The remote worker will be responsible for all costs related to improvements in the home necessary to ensure an adequate and safe workspace. The remote worker shall provide all necessary office furniture. The remote worker is also responsible for all costs of maintaining the alternative work location, including water, heating, electricity, internet costs, property taxes, insurance and all other costs.
C. At the discretion of the remote worker's department, ergonomic office furniture or equipment may be supplied to the remote worker.
D. Employees must take appropriate steps to minimize damage to County-owned equipment at the alternative work locations and ensure that it is not used by any unauthorized person.
E. County owned equipment cannot be used for any purpose other than County business.
F. Employees should consult an accountant for any advice on tax related issues for using a home office. Employees should consult the employee's insurance agent for any questions regarding appropriate property/liability coverage issues.

516.07 Mileage Reimbursement

Please refer to ~~Section 506 (Business Related Expense Reimbursement) of the Wright County personnel Policy Manual~~ the County's Finance Policies and Procedures documents for mileage reimbursement information.

516.08 Security Requirements

A. Employees are required to follow Wright County Personnel Policy 710 regarding Use of Technology. Additionally, the County-owned equipment shall not be used by non-employees, family members, or friends. The employee shall take all precautions necessary to secure the County-owned equipment from unauthorized access.
B. The County-owned equipment shall be treated the same as if it was in the office. Internet usage on the County-owned devices may still be tracked. No outside software shall be installed, and the devices shall be encrypted Software installations may only be done by County IT staff.
C. While on VPN or in the office computers will receive standard Windows and antivirus updates over the Internet.

516.09 Data Privacy and Information Security

A. Provisions of the Minnesota Government Data Practices Act and program data privacy policies must be followed when performing work at an approved alternative work location. Employee and the supervisor should agree on the type and form of data to be taken to and from the alternative work locations. Agreements between the employee and the supervisor must be reached on the security and transfer process necessary to comply with data privacy laws, rules, and regulations.
B. Employee must provide security for the data and information that is transported to and from their approved alternative work locations.
C. Employee needing restricted access to information while working at an alternative work location will discuss this need with their supervisor before taking such information off-site. The employee is responsible for protecting the privacy and confidentiality of data at alternative work locations the same as they are in the assigned office location.
D. The remote worker's home address and telephone numbers are private information and are not given out without the express authorization of the remote worker. The remote worker's home address and phone numbers may be used by the County as authorized by law.

517 SERVICE ANIMALS IN COUNTY BUILDINGS

Policy Adopted: 2-16-2021 **Policy Amended:**

517.01 POLICY

In compliance with state and federal anti-discrimination laws, including the Americans with Disabilities Act, individuals with disabilities may be accompanied by a service animal in all County facilities accessible to members of the public or participants in services, programs, and activities. Animals accompanying law enforcement officers as part of their work assignments are also allowed access to County facilities. All other animals are strictly prohibited from County facilities, except for the Wright County Fairgrounds.

517.02 DEFINITIONS

A. **Service Animal:** State and federal laws define a "service animal" as "any dog that is individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability." 28 C.F.R §35.104; Minn. Stat. §363A.19.

B. A "miniature horse" may also qualify as a service animal under certain conditions set forth below. All other species of animal, whether wild or domestic, trained or untrained, do not qualify as service animals.

1. A miniature horse may qualify as a service animal if:
   a. the miniature horse has been individually trained to do work or perform tasks for the benefit of the individual with a disability;
   b. the public facility can accommodate the miniature horse accounting for its type, size and weight;
   c. the handler maintains sufficient control of the miniature horse;
   d. the miniature horse is housebroken; and
   e. the presence of the miniature horse does not compromise legitimate safety requirements that are necessary for safe operations. 28 C.F.R §36.302.

2. The work or tasks performed by a service animal must be directly related to the individual's disability. Examples of work or tasks include, but are not limited to, assisting individuals who are blind or have low vision with navigation and other tasks, alerting individuals who are deaf or hard of hearing to the presence of people or sounds, providing non-violent protection or rescue work, pulling a wheelchair, assisting an individual during a seizure, alerting individuals to the presence of allergens, retrieving items such as medicine or the telephone, providing physical support and assistance with balance and stability to individuals with mobility disabilities, and helping persons with psychiatric and neurological disabilities by preventing or interrupting impulsive or destructive behaviors. The crime deterrent effects of an animal's presence and the provision of emotional support, well-being, comfort, or companionship do not constitute "work" or "tasks".

C. **Therapy Animal:** A "therapy animal" is an animal whose sole function is to provide emotional support, comfort, therapy, companionship, therapeutic benefits or to promote emotional well-being. A therapy animal is NOT a service animal. 28 C.F.R. Part 35, App.

1. Therapy animals are NOT permitted in county facilities unless prior approval is issued by the County Administrator or designee.

517.03 ENFORCEMENT PROCEDURES

All service animals must be licensed in compliance with applicable local ordinances. Service animals must also be vaccinated against rabies and other diseases typically found in that animal and must wear a tag displaying its vaccinated status. Service animals must be harnessed, leashed or tethered, unless these devices interfere with the service animal's work or the individual's disability prevents them from using these devices, in which case the individual must maintain control of the animal through voice, signal or other effective controls.

The service animal's handler must always be in complete control of the service animal. The care and supervision of a service animal is solely the responsibility of its handler. An individual who brings a service animal onto the Wright County building premises is completely and solely liable for any injuries and damage caused by the animal. Any repair or cleaning costs incurred by a service animal will be charged to the handler.

When it is not obvious what service an animal provides, only limited inquiries are allowed. Wright County staff may ask only two questions:

A. Is the animal a service animal required because of a disability?
B. What work or task has the animal been trained to perform?

Staff cannot ask about the person's disability, require medical documentation, require a special identification card or training documentation for the animal, or ask that the animal demonstrate its ability to perform the work or task.

517.04 VIOLATIONS

Minnesota law provides that it is a crime for a person to intentionally misrepresent an animal as a service animal in order to obtain any special rights or privileges knowing the person is not entitled to those rights or privileges.

518 NURSING MOTHERS, LACTATING EMPLOYEES, AND PREGNANCY ACCOMODATIONS

Policy Adopted: 7-11-2023 **Policy Amended:**

518.01 POLICY

In compliance with Minnesota's Nursing Mothers, Lactating Employees, and Pregnancy Accommodations law (Minnesota Statutes 181.939) provides pregnant and lactating employees the following legal rights.

Pregnant employees have the right to request and receive reasonable accommodations, which may include, but are not limited to, more frequent or longer breaks, seating, limits to heavy lifting, temporary transfer to another position, temporary leave of absence or modification in work schedule or tasks. An employer cannot require an employee to take a leave or accept an accommodation.

Lactating employees have the right to reasonable paid break times to express milk at work unless they are expressing milk during a break that is not usually paid, such as a meal break. Employees should provide a clean, private and secure room that is not a bathroom near the work area that includes access to an electrical outlet for employees to express milk. It is against the law for an employer to retaliate, or to take negative action, against a pregnant or lactating employee for exercising their rights under this law.

Employees who believe their rights have been violated under this law can contact the Minnesota Department of Labor and Industry Standards Division at dli.laborstandards@state.mn.us or 651-284-5075 for assistance. Employees also have the right to file a civil lawsuit for relief. For more information about this law, visit https://www.dli.mn.gov/newparents

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Greg Kryzer

Requestor Title
Interim County Administrator

Department (please use dropdown to select department) *
ADMINISTRATION

Target Meeting Date *
11/19/2024 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
○ RFBA ◉ Minutes Submission ○ Warrants Submission

Target Section
○ Consent Agenda ○ Timed Agenda
○ Item for Consideration

Originator
CEC4226

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Approve Minutes from the County Board Meeting (11-5-2024)

Short Title (what will appear on Agenda outline - 250 character max.) *
Approve Minutes from the County Board Meeting (11-5-2024)

Value Stream the request primarily aligns with:

Briefly describe how the request aligns with the selected value stream.

Describe the impact on staffing resources.

Fiscal Impact:

Background/Justification:

Route for Review and Approval

☐ County Administrator
☑ Assistant County Administrator
☐ Finance Review
☐ Legal Review
☐ Risk Mgmt Review
☐ Skip Workflow

Agenda Item Attachments (1)

Document Name	Attachment Type
11-5-2024 Wright County Board Meeting Minutes.docx	Attachment

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision
Approved

Notes

BOARD MINUTES

BOARD OF WRIGHT COUNTY COMMISSIONERS

Tuesday, November 5, 2024

DATE APPROVED: [ ]

Tina Diedrick, District 1
Darek Vetsch, District 2
Jeanne Holland, District 3
Nadine Schoen, District 4
Michael Kaczmarek, District 5

The Wright County Board met in regular session at 9:00 A.M. with Diedrick, Vetsch, Holland, Schoen, and Kaczmarek present.

Present and responding to roll call were the following:

Board of Commissioners:	Tina Diedrick
	Jeanne Holland
	Michael Kaczmarek
	Darek Vetsch
Absent	
Board of Commissioners:	Nadine Schoen

PLEDGE OF ALLEGIANCE

MINUTES - DISPENSE WITH READING, APPROVE AS WRITTEN/REVISED

Motion to approve minutes collectively made by Holland and seconded by Kaczmarek

For: 4; Against: 0; Abstain: 0; Absent: 1; Recused: 0

A. Approve Minutes from the County Board Meeting (10-15-2024)

B. Approve Minutes from the Public Hearing- Tobacco Ordinance Amendment (10-15-2024)

REVIEW & APPROVAL OF AGENDA

Motion by Holland and seconded by Kaczmarek

For: 4; Against: 0; Abstain: 0; Absent: 1; Recused: 0

CONSENT AGENDA

Motion by Holland and seconded by Kaczmarek

For: 4; Against: 0; Abstain: 0; Absent: 1; Recused: 0

A. ADMINISTRATION

1. **Approve Charitable Gambling Application, Form LG220, Rachel Foundation, Gambling Premises: Rachel Property on Sugar Lake, 7705 117th Street NW, Annandale, Date of Activity 02/08/2025**

B. ATTORNEY

1. **Request Chairperson sign Joint Powers Agreement with Marysville Township and the City of Albertville for the Enforcement and Regulation of Cannabis.**

C. FINANCE & TAXPAYER SERVICES

1. **Approve Assessments to be Levied Against Benefited Land Owners for County Ditch Systems, Payable Year 2025.**

2. **Approve the Reimbursement of the American Rescue Plan (ARP) Act Funds as Follows:**
   Approval of Use of ARP Funds From 01-099-493
   $142.05 Aid to Nonprofit Organizations- 4-H

3. **Motion to approve the reimbursement of the ARP Act Funds as Follows:**
   Approval of use of ARP funds from 01-099-493-8467
   $5,500.00 2.26 Education Assistance-Senior Community
   $11,317.60 Aid to Nonprofit Organizations- 4-H
   $37,259.18 9.2 Surface Transportation Projects- Silver Creek Township
   $91,118.00 9.2 Surface Transportation Projects- Rockford Township

4. **Approve the Reimbursement of the ARP Act Funds as Follows:**
   Approval of Use of ARP Funds From 01-099-493-8467.

   $1,277,791.96 2.22 Strong Healthy Communities: Neighborhood Features that Promote Health and Safety-Schroeder Park Redevelopment

5. **Acknowledge Warrants Issued Between October 8 thru October 28, 2024.**

D. HUMAN RESOURCES

1. **Approval and Authorization of Memorandum of Agreement (MOA) for the County Contributions for the 2025 Heath Insurance Plans with MNPEA (Non-Licensed Essential Sheriff Staff).**

DRAFT

2. **Approval and Authorization of Memorandum of Agreement (MOA) for the County Contributions for the 2025 Health Insurance Plans with Teamsters Local No. 320 (Sheriff Essential Supervisory Staff)**

3. **Approval and Authorization of Memorandum of Agreement (MOA) for the County Contributions for the 2025 Health Insurance Plans with AFSCME.**

4. **Approval and Authorization of Memorandum of Agreement (MOA) for County Contributions for the 2025 Health Insurance Plans with the Wright County Deputies Association (WCDA).**

5. **Approval and Authorization of Memorandum of Agreement (MOA) for County Contributions for the 2025 Heath Insurance Plans with Teamsters Courthouse (Local 320)**

6. **Request Approval and Authorization of Memorandum of Agreement (MOA) for the County Contributions for the 2025 Health Insurance Plans with Assistant Wright County Attorney Association.**

7. **Request Approval and Authorization of Memorandum of Agreement (MOA) for the County Contributions for the 2025 Health Insurance Plans with International Union of Operating Engineers, Local No. 49.**

E. PARKS & RECREATION

1. **Award Contract and Authorize Signatures for the Purchase and Installation of a Playground as Part of the Montissippi County Park Improvement Project.**

2. **Confirm Parks and Recreation Advisory Board Appointments. Commissioner District 1- Appointment of Martyn Dibben, and Commissioner District 2 - Appointment of Melanie Leckey. Both Effective January 1, 2025 and Ending December 31,2028.**

3. **Transfer the remaining fund balance of $133,000 for the Crow River Regional Trail Phase 1 to the Design and Engineering Portion of the Crow River Regional Trail Phase 2.**

F. PLANNING & ZONING

1. **Accept the Recommendation of the Planning Commission to Rezone the Following Property: Ryan Nelson - (Silver Creek Township). With a Unanimous Vote, the Planning Commission Recommends Approval to the County Board of Commissioners Regarding the Rezoning of that Portion of Tax Parcel #216-100-361301 Noted as Tract E on the Survey Prepared by O'Malley & Kron Land Surveyors, Inc., Job. No. 2021-800, Dated 8-14-2024,**

DRAFT

from AG-General Agriculture and S2-Shoreland to Suburban Residential-a (R2a) with a Residential-Recreational Shoreland District Overlay (S-2).

2. **Accept the Recommendation of the Planning Commission to Rezone the Following Property: James Buranen - (Southside Twp.) With a Unanimous Vote, the Planning Commission Recommends Approval to Rezone a Portion of Parcel #217-000-153101, Noted on the Survey by Otto Associates, Project No. 24-0138, Dated 2-23-24, from (AG) General Agriculture to (B1) Highway Business.**

3. **Accept the Recommendation of the Planning Commission to Rezone the Following Property: Robin Brisse - (Silver Creek Township). With a Unanimous Vote, the Planning Commission Recommends Approval to Rezone that Portion of Parcel 216-100-214400 North of 142nd St. NW, from AG General Agriculture and S-2 Residential Recreational Shoreland to R1- Urban Rural Transition and S-2 Residential Recreational Shoreland.**

G. PROJECT ADMINISTRATION

1. **Approve Change to Grant End Date From 11/1/2024 to 12/1/2024 for ARP Grant TOWN-015 Silver Creek Township Surface Transportation Grant ($83,996.00)**

TIMED AGENDA ITEMS

A. 9:05 AM- MARC MATTICE, ADMINISTRATION

1. **Adopt Resolution to Reappoint Anthony Rasmuson as Wright County Assessor Pursuant to Ms 273.061 for a Four Year Term Commencing January 1, 2025.**
Administer the Oath of Office Upon Reappointment.

Assistant County Administrator Marc Mattice asked to reappoint Wright County Assessor Anthony Rasmuson for an additional four-year term. Mattice said Rasmuson and his team do an excellent job in the assessment process.

Motion by Kaczmarek and seconded by Holland

Aye: 4; Nay: 0; Abstain: 0; Absent: 1; Recused: 0

Names:
For: Diedrick, Holland, Kaczmarek, Vetsch

Absent: Schoen

Vetsch administered the Oath of Office. Rasmuson thanked the board for the ongoing opportunity to serve the citizens of Wright County and assured he will

do his very best to produce fair and equitable assessments and administer property tax programs for all 35 jurisdictions in Wright County.

B. 9:15 AM- MATT DETJEN, PARKS & RECREATION

1. Requesting Permission to Apply for the Statewide Wood Waste Utilization Grant through the MPCA

Agriculture and Drainage Supervisor Matt Detjen said the Minnesota Pollution Control Agency (MCPA) received a one-time appropriation of competitive grant funds to help reduce open burning of wood. The grant requires a 20 percent match that can be cash or in-kind labor. Diedrick asked what ideas Detjen has for use of the grant funds. Detjen said he would be interested in the board considering micro-grants. Traditionally grants are only available for use on public lands, but this grant would have the ability to serve private lands as well, specifically for treatment or cutting of diseased trees. A large driver of the grant is the Emerald Ash Borer and the grant can serve cities, townships and residents in the treatment or disposal of diseased trees. Kaczmarek said it was important to talk about the scope of the grant, which is to discourage burning but he hopes that staff can find a legal way to dig a hole and burn to avoid the cost of hauling and disposal. Kaczmarek also requested to look at a future option or opportunity to sort wood when it comes in to process into useable bedding material for animals, which the grant could be applied to.

Motion by Holland and seconded by Diedrick

For: 4; Against: 0; Abstain: 0; Absent: 1; Recused: 0

2. #1) Staff Update on County Ditch #19 and Drainage Authority Direction on Future Short-Term Repairs

#2) Review Moore Engineering Contracted Item to Hold an Informational Meeting on County Ditch #19 Prior to Submitting Repair Report.

#3) Schedule an Informational Meeting (if-requested).

Detjen said the professional service hired to review the repair report and redetermination of records is still in process. Detjen said as discussed in the report, there is motivation to make repairs on portions of the system that were cleaned out and he is asking for authorization, up to $20,000, for tree removal. Kaczmarek asked if there was pending ARP money that would be eligible for this project. Vetsch confirmed that the ARP fund conversation would be included in the December County Board Workshop.

Motion to authorize up to $20,000 for tree removal on County Ditch #19 made by Holland and seconded by Kaczmarek

For: 4; Against: 0; Abstain: 0; Absent: 1; Recused: 0

Detjen said staff is requesting approval to submit a request to the Department of Natural Resources (DNR) for maintenance of the repaired ditch sections. Interim

County Administrator Greg Kryzer confirmed that the county is not asking for permission from the DNR, it is asking for concurrence pursuant to statute.

Motion to approve staff to submit the request to the DNR made by Kaczmarek and seconded by Diedrick

For: 4; Against: 0; Abstain: 0; Absent: 1; Recused: 0

Detjen asked if the board would like staff to hold an informational meeting on CD 19 before submitting the repair report and holding the public hearing. Vetsch said he would rather save costs due to the meetings being held so closely together. Kaczmarek agreed as long as people would have the ability to ask questions at the public hearing.

3. Approve the Lowest Responsible Bid for Granite Lake WASCOB Project, and Authorize Staff to Draft a Contract For Legal Review and Approve Signatures.

Detjen said competitive bids were received, the lowest responsible bid was from MSB Tiling and Excavating for $181,127. The project is partially funded through ARP and Clean Water funds through the Soil & Water Conservation District, so it does not involve any landowner costs. The bids received were almost $100,000 less than the engineer's estimate.

Motion by Holland and seconded by Diedrick

For: 4; Against: 0; Abstain: 0; Absent: 1; Recused: 0

C. 9:30 AM- PUBLIC HEARING, ORDINANCE AMENDMENT 24-6, DANGEROUS DOGS

1. Public Hearing- Dangerous Dogs Ordinance Amendment 24-6

Risk and Safety Manager Tim Dahl said that there was no public comment received prior to the public hearing, and provided a brief summary of the ordinance changes. The primary change was clarifying language to simplify the process and match state law.

Vetsch opened public hearing at 9:30 a.m.

There were no members of the public present that commented.

Vetsch closed the public hearing at 9:30 a.m.

Motion to approve Ordinance Amendment 24-6 made by Diedrick and seconded by Holland

For: 4; Against: 0; Abstain: 0; Absent: 1; Recused: 0

D. 9:40 AM- GREG KRYZER, ADMINISTRATION

DRAFT

1. Adopt Resolution for Summary Publication of Ordinance Number 24-6

Motion by Kaczmarek and seconded by Holland

Aye: 4; Nay: 0; Abstain: 0; Absent: 1; Recused: 0

Names:
For: Diedrick, Holland, Kaczmarek, Vetsch

Absent: Schoen

E. 9:45 AM- PUBLIC HEARING, FEES FOR SERVICE SCHEDULE

1. Public Hearing - 2025 Fees For Service Schedule

Mattice said there were no comments received regarding the fee schedule prior to the public hearing.

Vetsch opened the public hearing at 9:45 a.m.

There were no members of the public present that commented.

Vetsch closed the public hearing at 9:45 a.m.

2. Approve 2025 Fees for Service Schedule

Motion by Holland and seconded by Kaczmarek

For: 4; Against: 0; Abstain: 0; Absent: 1; Recused: 0

F. 9:50 AM- HEALTH & HUMAN SERVICES

1. HEALTH & HUMAN SERVICES CONSENT AGENDA

Motion by Holland and seconded by Diedrick

For: 4; Against: 0; Abstain: 0; Absent: 1; Recused: 0

i. Approve Request to Rehire One Full Time Revenue & Debt Coordinator Position.

ii. Approve Request to Rehire One Full Time Office Technician I Position.

iii. Approve Request to Rehire One Full Time Office Technician II Position.

2. HEALTH & HUMAN SERVICES TIMED AGENDA

DRAFT

i. Adopt Resolution HHS 24-12 to Accept September and October 2024 Donation.

Health & Human Services Director Jami Goodrum confirmed that the donation total was $375.

Motion by Diedrick and seconded by Holland

Aye: 4; Nay: 0; Abstain: 0; Absent: 1; Recused: 0

Names:
For: Diedrick, Holland, Kaczmarek, Vetsch

Absent: Schoen

ii. HHS Director's Comments:
1. Recognition and Acknowledgment of Service: Laurel Smith, Office Technician II Retires 11-22-2024
2. Well Water Testing Accreditation
3. October 17 Community Connect Event by Sherburne County Area United Way
4. Sarah Grosshuesch Elected as Opiod Epidemic Response Advisory Council (OERAC) Vice-Chair, November 2024 – October 2025
5. Cannabis & Substance Use Prevention (CSUP) Grant Award to Community Health Boards (CHB)

Goodrum recognized the retirement of Laurel Smith, an Office Technician II who has been with Wright County since 2007.
Goodrum said that Health & Human Services (HHS) is now accredited for well water testing. Testing kits can be picked up from HHS and cost $30.
Goodrum said that the Community Connect event was very well attended, with 960 attendees and 53 vendors. The event offered haircuts, coats, shoes and other opportunities. One third of the attendees were from Wright County and HHS will look to have another event in the future.
Goodrum said that Public Health Director Sarah Grosshuesch was elected as the Vice Chair of OERAC, a governor-appointed committee.
Goodrum confirmed that HHS received a grant for $141,000 from the Minnesota Department of Health from the Cannabis & Substance Use Prevention Grant.
Goodrum said that HHS has seen an increase in requests for adult protection, 101 in September, up from an average of 80.
Goodrum said that an eligibility specialist received a copy of a drivers license that looked to be inconsistent with a state-issued license. It was determined that the license was fake and fraud was prevented. Based on the findings, the agency reviewed all licenses submitted back to January 2024 and found five additional cases with the same photo abnormalities. All five cases were reviewed and benefits were immediately stopped.

G. 10:10 AM- GREG KRYZER, ADMINISTRATION

1. Adopt Resolution for Hearing Officer's Findings Regarding Tobacco Violation for One Stop Smoke Shop in Albertville

DRAFT

Motion by Kaczmarek and seconded by Holland

Aye: 4; Nay: 0; Abstain: 0; Absent: 1; Recused: 0

Names:
For: Diedrick, Holland, Kaczmarek, Vetsch

Absent: Schoen

2. Request Board to Adopt Wright County Ordinance 110: Tobacco Regulations, Amendment 24-3.

Motion by Holland and seconded by Kaczmarek

Kryzer thanked HHS staff and Public Health, saying it has been a long process and truly a team effort to protect minors in Wright County from tobacco use.

For: 4; Against: 0; Abstain: 0; Absent: 1; Recused: 0

3. Adopt Resolution Approving Summary Language for Publication of Ordinance Number 24-3

Motion by Kaczmarek and seconded by Holland

Aye: 4; Nay: 0; Abstain: 0; Absent: 1; Recused: 0

Names:
For: Diedrick, Holland, Kaczmarek, Vetsch

Absent: Schoen

ITEMS FOR CONSIDERATION

A. ADMINISTRATION

1. Schedule a Transportation Committee Meeting of the Whole (TCOTW), Suggested Date 10:00 a.m. Monday, November 25.

A Transportation Committee of the Whole was scheduled for 10:00 a.m. Monday, November 25.

Motion by Kaczmarek and seconded by Holland

For: 4; Against: 0; Abstain: 0; Absent: 1; Recused: 0

2. Set Agenda For The Tuesday, November 12, 2024, County Board of Commissioners Workshop

Kryzer asked to add a discussion for the Planning Commission Hearing Process. Holland said that she will not be at the workshop and asked to hold off until

DRAFT

December as she is the commissioner that sits on the Planning Commission Board.

Motion to approve the Workshop agenda as presented made by Kaczmarek and seconded by Holland

For: 4; Against: 0; Abstain: 0; Absent: 1; Recused: 0

3. Approve the Lawful Gambling Application and Adopt Resolution for the Maple Lake Lions, Location- Up The Creek Bar and Grill

Motion by Diedrick and seconded by Holland

Aye: 4; Nay: 0; Abstain: 0; Absent: 1; Recused: 0

Names:
For: Diedrick, Holland, Kaczmarek, Vetsch

Absent: Schoen

4. Authorize Signatures on Lease Agreement Between Wright County and Wright County Economic Development Partnership For Calendar Year 2025

Kaczmarek said that the lease rate reflects depreciation and states the 950 square foot dedicated office space, but he did not see anything regarding the use of conference rooms that are also occupied by the group. Vetsch said conference room use falls under a separate policy. Any organizations that the county makes allocations to allows for use of the conference rooms. Kryzer confirmed that the use of outside entities does not interfere with county operations, and that county use is prioritized.

Motion by Diedrick and seconded by Holland

For: 4; Against: 0; Abstain: 0; Absent: 1; Recused: 0

ADJOURNMENT

The meeting adjourned at 9:51 a.m.

WARRANTS ISSUED

A. Warrants Issued

Wright County Board meeting minutes submitted by Caitlin Chovan, Administration Office Manager

DRAFT

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Greg Kryzer

Requestor Title
Interim County Administrator

Department (please use dropdown to select department) *
ADMINISTRATION

Target Meeting Date *
11/19/2024 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
○ RFBA ◉ Minutes Submission ○ Warrants Submission

Target Section
○ Consent Agenda ○ Timed Agenda
○ Item for Consideration

Originator
KAK4327

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Approve Minutes from the County Board Workshop (11-12-2024)

Short Title (what will appear on Agenda outline - 250 character max.) *
Approve Minutes from the County Board Workshop (11-12-2024)

Value Stream the request primarily aligns with:

Briefly describe how the request aligns with the selected value stream.

Describe the impact on staffing resources.

Fiscal Impact:

Background/Justification:

Route for Review and Approval

☐ County Administrator
☑ Assistant County Administrator
☐ Finance Review
☐ Legal Review
☐ Risk Mgmt Review
☐ Skip Workflow

Agenda Item Attachments (0)

Document Name	Attachment Type

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision

Approved

Notes

BOARD WORKSHOP MINUTES

BOARD OF WRIGHT COUNTY COMMISSIONERS

NOVEMBER 12, 2024

DATE APPROVED: [DRAFT]

Tina Diedrick	District 1
Darek Vetsch	District 2
Jeanne Holland	District 3
Nadine Schoen	District 4
Michael Kaczmarek	District 5

Members Present:	Tina Diedrick, Michael Kaczmarek (joined at 10:02 am), Nadine Schoen, Darek Vetsch
Members Absent:	Jeanne Holland
Others Present:	Greg Kryzer, Heather Lemieux, Marc Mattice, Matt Massman, Lindsey Meyer, Ryan Miles, Nancy Silesky, Matt Tourville, Ward Westphal, Jeff Wheeler, Clay Wilfahrt

THESE MINUTES ARE IN DRAFT FORMAT AND REQUIRE APPROVAL BY THE COUNTY BOARD

Commissioner Darek Vetsch began the meeting at 8:59 a.m. Commissioner Tina Diedrick requested an item addition of Planning and Zoning to the agenda. Assistant County Administrator Marc Mattice informed the board that Planning & Zoning was one of the agenda items listed for the December 10, 2024 Board Workshop. The consensus of the committee was to continue as planned with a discussion of Planning & Zoning at the December workshop.

1. Quarterly Investment Review (Finance/Ehlers)

Ehlers Public Finance Advisors Matt Tourville and Ryan Miles presented to the board a 2024 Quarter 3 Portfolio Review for Wright County. Key market themes as of November 5, 2024 were highlighted with economic indicators and sector insights that included the impact of interest rate reductions by the Federal Reserve that maintained a healthy unemployment rate and the Consumer Price Index showed the rate of increasing prices has slowed significantly. US Treasury Rates, Forward Rates, Federal Funds Effective Rate, and Unemployment & Inflation trends were reviewed. Changes to the portfolio over the past quarter were reviewed and the portfolio remained a Double AA rating that is safe and strong from a credit standpoint and on track from an interest earnings perspective for the calendar year to meet the county's budget goal of 3.5 percent. Planned projects over the next quarter and year for the portfolio were shared by Ehlers that included monitoring liquidity and a custodian transition from UBS to US Bank with Bank Custody.

RECOMMENDATION: *Informational Only.*

2. Minnesota Inter-County Association (MICA) Membership

MICA Executive Director Matt Massman and MICA Health & Human Services Liaison Nancy Selesky presented to the board MICA's history, membership, value framework, and key areas of focus. Massman noted that 13 of the 15 member counties are in the top 27 fastest growing counties over the past decade. Finance Director Lindsey Meyer and Health & Human Services Director Jami Goodrum both spoke to the value gained for their respective departments from individual memberships.

Questions were asked regarding membership costs and how that would align with the 2025 county budget and professional services budgeted amount. Interim County Administrator Greg Kryzer explained that MICA had presented in the past to a previous county board regarding membership and the board chose not to pursue membership at that time. Kryzer stated MICA aligns with what Wright County has been doing with work in the legislature and with lobbyists. Vetsch stated that MICA appears to align with similar counties to Wright County that have similar legislative concerns and priorities. Kryzer explained that board approval with MICA membership would be in addition to the Association of Minnesota Counties (AMC) membership. Massman

explained that AMC and MICA do not do the same thing as both organizations lobby for different legislative priorities and are not in competition with each other.

Finance Director Lindsey Meyer has an individualized membership to MICA and stated the conversations with other counties have been valuable to see how challenges have been dealt with and the processes implemented to address legislative changes. Meyer stated she does not have a comparable organization in which she is a part of that is as forward thinking and policy driven with data as MICA. Goodrum also has an individual membership to MICA and stated the membership has been valuable in streamlining focus areas and preparing for issues that arise in other counties that eventually arise in Wright County for HHS to be prepared and better positioned.

RECOMMENDATION: *Consensus was for Administration to move forward with staff preparing a financial package for membership to MICA to be presented and voted on at the November 19, 2024 board meeting.*

3. Federal Lobbyist - Primacy Strategy Group (PSG)

Kryzer explained the value of hiring a federal lobbyist to elevate priorities for Wright County Infrastructure projects when congressionally directed spending opportunities exist. Discussion included the I-94 Coalition represented by PSG. The consensus of the board was for staff to move forward with contacting PSG and evaluate fiscal impact with retaining the organization and report back to the board with information for further consideration.

RECOMMENDATION: *Consensus was for Administration to move forward with contacting PSG for contract rates, evaluate funding available in the Professional Services line item budgeted for 2025, and report back to the board for further consideration.*

4. Public Survey Preliminary Action Items

- **Creation of a Customer Service Philosophy**
- **"E" Newsletter**

Mattice reviewed the survey summary report presented to the board on October 8, 2024 and requested board approval for staff to move forward with four action items.

RECOMMENDATION: *Consensus was for staff to move forward with four actions items based on the data from the 2024 public survey. Action items were:*

1. *Revamp the Public Engagement Survey and establish an annual survey and report.*
2. *Publish a public-facing Customer Service Dashboard highlighting the county's customer service survey results and providing a year-to-year benchmark.*
3. *Create a Wright County Customer Service Philosophy that will be shared with all employees and included in the new employee welcome packet.*
4. *Create a bi-annual "E" Newsletter to help connect citizens with county government, inform citizens of county programs, events, and important information, tell the story of county services, and provide general education.*

5. FBI Request for Extension

Consensus was to move agenda item to a Committee of the Whole meeting at 8:30 a.m. Monday, November 18.

RECOMMENDATION: *Informational Only.*

6. Central Minnesota Regional Planning (CMRP) Agreement

Consensus was to move agenda item to a Committee of the Whole meeting at 8:30 a.m. Monday, November 18.

RECOMMENDATION: *Informational Only.*

7. BREAK

8. Fair Board Audit Clarifications

Wright County Fair Board Executive Members Jeff Wheeler and Ward Westphal stated concerns with the board's request of an audit scope that would cost the fair board an estimated $100,000 and a significant amount of time to complete. The initial request from the county board to the fair board was to conduct an audit scope that would account for the following:

- Time frame: March 2020 through 2024
- Audit of Cash/Fiscal Controls and 1099 Reporting Requirements
- Reconcile Cash Receipts to Deposits
- Inventory of Assets
- Audit of Sponsorship and Advertising Procedures

Wheeler stated the fair board would disclose financial statements, annual reports, and cash balances with the county board. Discussion included options to narrow the audit scope of the fair board to conduct a nonprofit audit for 2023 and 2024, share financial statements and reports with Administration, and reported non-profit findings to the board. The fair board was directed to gather cost estimates for non-profit audit of 2023, 2024, and cost for each additional year if needed.

RECOMMENDATION: *Consensus of the board was for the Wright County Fair Board to gather cost estimates for a non-profit audit for 2024 and 2023, provide Administration with Fair Board financial statements and reports. Findings would be reported to the board at a scheduled board workshop and final audit expectations reviewed.*

9. Commissioner Updates

There were no commissioner updates provided.

RECOMMENDATION: *Informational only.*

10. Adjourn

The meeting adjourned at 11:00 a.m.

Minutes submitted by Kelly Kosloski, Administrative Specialist

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Marc Mattice

Requestor Title
Assistant County Administrator; Property Services

Department (please use dropdown to select department) *
ADMINISTRATION

Target Meeting Date *
11/19/2024 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
(•) Consent Agenda ( ) Timed Agenda
( ) Item for Consideration

Originator
MAM7693

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Request To Rehire Office Manager In Administration

Short Title (what will appear on Agenda outline - 250 character max.) *
Approve Request To Rehire Office Manager In Administration

Value Stream the request primarily aligns with:
Optimize Civic Engagement

Briefly describe how the request aligns with the selected value stream.
Provides transparency to county operations and actions.

Describe the impact on staffing resources.

Fiscal Impact:
With in current and future budget.

Background/Justification:
As per county directive, we require authorization to fulfill this essential position. The attached documentation includes the request, organization chart, activity indicators, and the position description. We received notification of resignation, and the person's last day will be December 6, 2024.

Route for Review and Approval

- [x] County Administrator
- [ ] Assistant County Administrator
- [ ] Finance Review
- [ ] Legal Review
- [ ] Risk Mgmt Review
- [ ] Skip Workflow

Agenda Item Attachments (3)

Document Name	Attachment Type
2024 Position Backfill Request Admin.pdf	Attachment
Office Manager – Administration JD.pdf	Attachment
Wright County Admin Org Chart .pdf	Attachment

☐ Hide RFBA Review

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision

Notes

County Administrator Review

County Administrator Decision

Notes

WRIGHT COUNTY
ADMINISTRATION

Position Backfill Request

Name of Department: Administration

Department Head/Supervisor Marc Mattice

Position Title Office Manager/Clerk To Board

Date of Resignation: Last Day December 6, 2024

1. Will this position directly contribute to a county's strategic objective?
   - **a.** Make Disciplined Investments for a Stable Future—**Provides a stable future and history by providing notices and maintaining records for historical purposes.**
   - b. Continue Transparency and Empower Community Engagement—**This position ensures transparency in county operations, discussions, and meeting announcements and is the official records manager for County Board actions.**
   - **c.** Improve Operational Excellence—**This position promotes operational excellence by creating a point of contact and communication for all county departments and supporting administrative functions and projects.**

2. How many FTE's has your department budgeted for this position?

   FTE's **7**

3. Is there a direct impact on Wright County's citizens?
   - a. Yes or no, and please explain. **YES - Communication, public notices, a record of actions and decisions.**

4. Direct risk or cost for not backfilling this position?
   - a. Yes or no, and please explain. **YES – Not filling this position would impact both the County Board and Administration by increasing time to document and post meetings and publish the agenda in a timely manner.**

5. Are there external funding sources tied to this position used?
   - a. If yes – explain. - **NO**

6. Key activity or performance indicators that show the need for this position?
   - a. Show the statistical data specific to the position.
     - **24 County Board of Commission Meeting**
     - **12 County Board Workshops**
     - **Numerous Committee Meetings**

- **Organization of all Meeting Packets, Agendas,**
- **Administers the OnBase Systems, Publishing of Recordings**
- **Record Retention**
- **Index of all Resolutions and Ordinances**
- **Support of Commissioners on Registrations and Purchases.**

7. Attach the Department organization chart highlighting the position along with the position description.
    - **ATTACHED**

Office Manager/Clerk To The Board – Administration Office

Department: Administration

FLSA Status: *Non-Exempt*

Union/Non-Union: Non-Union

General Definition of Work

Performs difficult administrative work managing the administrative and support functions of the Administration Office; supervising and directs the Administrative Specialists for the office; and provides administrative support to the County Administrator and the Assistant County Administrator. Work is performed under the general direction of the County Administrator. Continuous supervision is exercised over the Support Staff.

Qualification Requirements

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable an individual with disabilities to perform the essential functions.

Essential Functions

Manages the administrative and support functions of the Administration office. Responsible for coordinating support staff activities which shall include general office support; managing various meetings ensuring that the necessary arrangements, materials, agendas, and minutes are prepared; develops and monitors office policies, procedures, and training and ensures staff compliance; oversees coding of accounts payables and receipting of receivables.
Uses independent judgment providing supervision and leadership to personnel under position's span of control; makes and participates in decisions on matters of hiring, transfer, suspension, layoff, recall, promotion, discharge, assignment, reward, adjusting grievances or disciplining employees under position's span of control; sets goals and objectives for others to work towards and monitors performance; creates and maintains a positive work environment fostering effective performance of staff.
Conducts research; schedules appointments and maintains calendars; prepares confidential correspondence, documents, and reports; oversees the maintaining of files; coordinates with outside agencies as needed to conduct Department business; oversees the distribution of legal notices as required for County business; represents Department at outside agency meetings.
Receives and responds to issues of both routine and confidential nature requiring knowledge of Departmental policies, procedures, activities, and rules regarding data privacy; refers issues and concerns to the appropriate party for resolution.
Ensures compliance with State Data Retention and Data Privacy regulations, and County Record retention policy.
Oversees the purchasing and maintenance of computer hardware and software programs with IT Department; coordinates training on programs.
Serves as member of the Administration Department management team.
Compiles and verifies office timesheets and vacation schedules for personnel under span of control.
Handles incoming Department mail and takes initiative on those items requiring attention.
Performs other duties and activities as assigned.

Knowledge, Skills, and Abilities

Knowledge of office management, record keeping practices and requirements; knowledge of math and algebra sufficient to set up spreadsheets with basic formulas; leadership skills and ability to motivate employees; skill in the use of standard office equipment, including computer and software programs and intermediate knowledge of Microsoft Office applications, including Excel, PowerPoint and Access; proficient in Word; verbal and written communication skills sufficient to effectively present information and respond to questions from a wide variety of audiences, compose/draft correspondence and reports, and exchange and/or convey complex concepts and information; reading comprehension skills sufficient to read and interpret a wide variety of documents; interpersonal skills sufficient to exchange and or convey information, give and receive work direction, and maintain effective working relationships; ability to maintain a high level of confidentiality regarding sensitive information; ability to

Office Manager/Clerk To The Board – Administration Office

take notes of meetings, which may be lengthy, using shorthand, computer or the equivalent, maintaining a high level of concentration, and consolidate discussions at meetings into accurate and precise minutes in a short period of time; ability to deal effectively with demanding/challenging individuals; ability to perform data entry into various databases; ability to pay attention to detail and effectively organize time and anticipate, plan, and successfully respond to changing circumstances; ability to perform all job duties in compliance with safety guidelines and with an ongoing awareness of safety practices; ability to communicate courteously and professionally while maintaining positive working relationships with others when carrying out all job functions.

Education and Experience

Associates/Technical degree in business/office management, or related field, and four years of experience in office management with some supervisory experience, or equivalent combination of education and experience. Previous experience working in local government administration and/or a bachelor's degree is preferred.

Physical Requirements

This work requires the occasional exertion of up to 25 pounds of force; work regularly requires sitting, speaking or hearing and using hands to finger, handle or feel, frequently requires lifting and repetitive motions and occasionally requires standing, walking, climbing or balancing, stooping, kneeling, crouching or crawling, reaching with hands and arms and pushing or pulling; work has standard vision requirements; vocal communication is required for expressing or exchanging ideas by means of the spoken word and conveying detailed or important instructions to others accurately, loudly or quickly; hearing is required to perceive information at normal spoken word levels; work requires preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, operating machines, operating motor vehicles or equipment and observing general surroundings and activities; work has no exposure to environmental conditions; work is generally in a moderately noisy location (e.g. business office, light traffic).

Special Requirements

Requires the ability to type 50 words per minute.
A valid driver's license or evidence of equivalent mobility is required upon hire.

Last Revised: 9/4/2020

Citizens of Wright County

Wright County Board of Commissioners

Office Of Wright County Sheriff

Office of Wright County Attorney

County Administrator

Court Administration

Court Services

Assistant County Administrator
Central Services

Assistant County Administrator
Property Services

BOLD = Department

*= Division

- = (Unit)

Human Resources

Health & Human Services
*Financial Services
* Public Health
* Social Services
* Tech Development

IT
* Infrastructure
* Tech and Support

Finance
* Taxpayer Services
* Elections
* AP/AR

Veterans Services

Law Library

Projects Admin.
*(GIS)

Building and Facility Services

Highway
*Engineering/ Construction
* Fleet Services
* Maintenance

Parks and Recreation
* Park/NR Maintenance
*Park/Recreation Services
* Ag & Drainage
* Extension

Recorder
* Records /Vitals
* Land Records

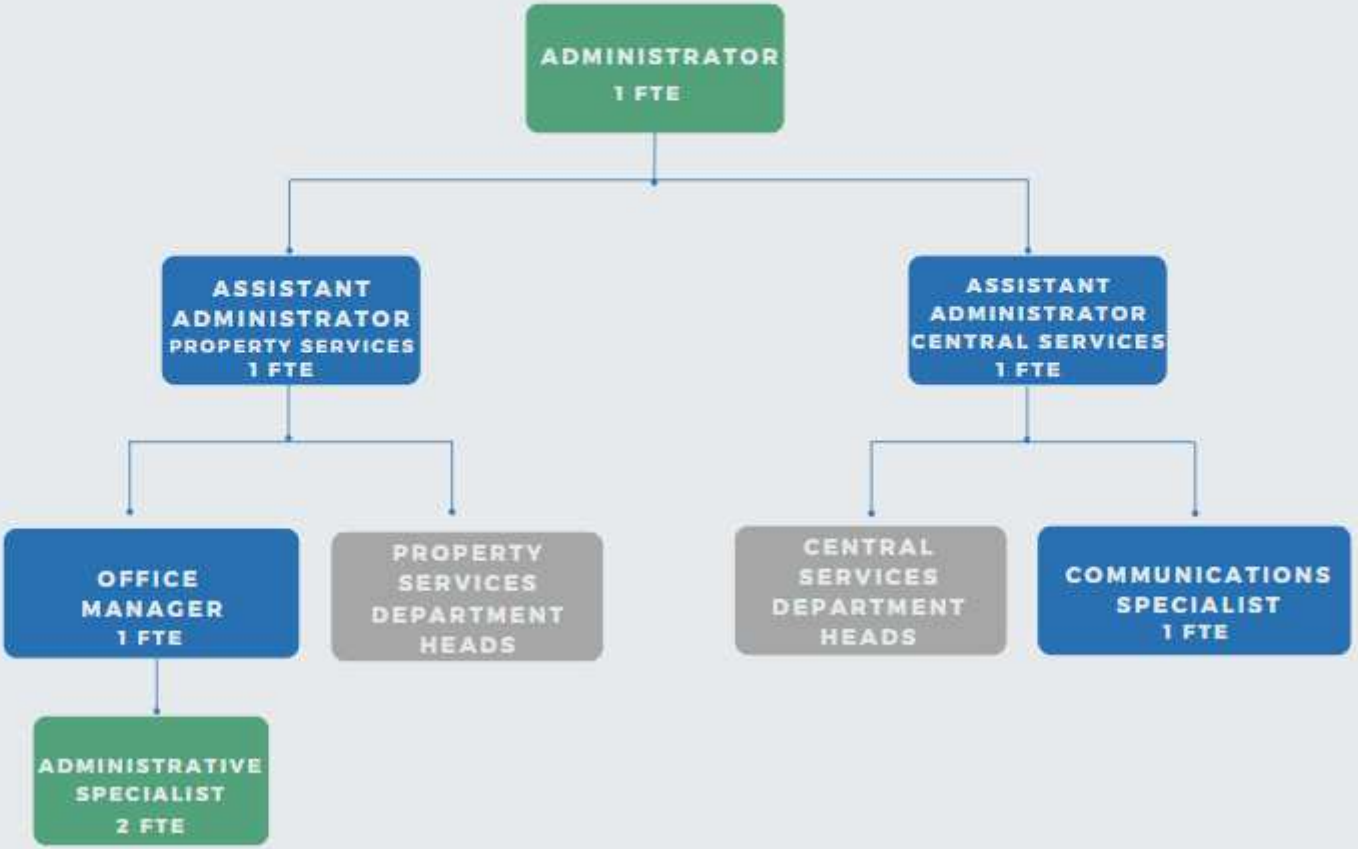
Assessor
* Commercial
* Ag

County Surveyor

Planning & Zoning
* Enviromental Health
*Planning
*Building

Administration
*Office Manager
* Admnistrative Assistants

WRIGHT COUNTY ADMINISTRATION ORGINIZATIONAL CHART



WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Marc Mattice

Requestor Title
Assistant County Administrator; Property Services

Department (please use dropdown to select department) *
ADMINISTRATION

Target Meeting Date *
11/19/2024 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
(•) Consent Agenda ( ) Timed Agenda
( ) Item for Consideration

Originator
MAM7693

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Approve Request To Rehire Vacant Property Appraiser Position

Short Title (what will appear on Agenda outline - 250 character max.) *
Approve Request To Rehire Vacant Property Appraiser Position

Value Stream the request primarily aligns with:
Empower Use of Land, Property, and the Environment

Briefly describe how the request aligns with the selected value stream.
The county's growth and complex valuation process place a high demand on the Assessor's Office, and adequate staffing is essential to this process.

Describe the impact on staffing resources.
The county continues to grow, placing increased demands on the staff

Fiscal Impact:
No additional impact outside of approved annual budget

Background/Justification:
As per county directive, we require authorization to fulfill this essential position. The attached documentation includes the request, organization chart, key activity indicators, and the position description. We received notification of resignation, and the person's last day will be November 14, 2024

Route for Review and Approval

- [x] County Administrator
- [ ] Assistant County Administrator
- [ ] Finance Review
- [ ] Legal Review
- [ ] Risk Mgmt Review
- [ ] Skip Workflow

Agenda Item Attachments (4)

Document Name	Attachment Type
Performance indicators Marc Mattice request for backfill.pdf	Attachment
Property Appraiser JD.docx	Attachment
2024 Property Appraiser Request.docx	Attachment
Assessor's Org Chart August 2024.docx	Attachment

☐ Hide RFBA Review

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision

Notes

County Administrator Review

County Administrator Decision

Notes

Parcel Counts

	Real Propery Parcel Counts				
	Assessent Year				
District	**2020**	**2021**	**2022**	**2023**	**2024***
101	2890	2976	2973	2967	2967
102	1498	1535	1582	1606	1606
103	6658	6784	6836	6876	6877
104	879	880	887	890	891
105	1298	1228	1240	1247	1249
106	23	24	24	24	24
107	2876	3087	3240	3263	3338
108	1120	1200	1324	1450	1483
109	1169	1168	1175	1177	1176
110	1004	1013	1016	1016	1017
112	1737	1736	1737	1763	1763
113	1386	1418	1449	1449	1449
114	7454	8124	8374	8445	8512
115	132	132	132	132	132
116	1078	1079	1130	1128	1128
118	8481	8971	9356	9524	9546
155	5085	5159	5267	5324	5326
201	1002	1005	1006	1004	1004
202	1044	1046	1049	1060	1060
203	693	701	702	702	702
204	1272	1273	1259	1259	1260
205	894	894	900	901	902
206	2680	2685	2681	2680	2683
208	1483	1491	1503	1505	1507
209	1204	1209	1212	1220	1219
210	1516	1531	1536	1545	1547
211	1023	1026	1027	1027	1027
212	753	759	761	765	766
213	1753	1759	1765	1769	1769
215	1815	1811	1819	1819	1819
216	1749	1749	1743	1748	1751
217	1916	1918	1914	1915	1914
218	800	807	813	819	819
219	843	843	846	847	849
220	782	786	785	786	788
Total	**67990**	**69807**	**71063**	**71652**	**71870**

Parcel counts are as of 4/22/2024 and may be different from previously published numbers due to conversion.

*2024 counts will change as divisions are processed.

Parcel Counts by Appraiser

	Assessment Year				
Appraiser	2021	2022	2023	2024	2025
Adam	4621	3628	3653	3652	4785
Alex (Ag)	3772	3799	3814	2570	1607
Bill	–	–	–	4306	3155
Brice	4735	–	–	–	–
Chase (Lakeshore)	2936	1877	1879	3859	2683
Conrad	5159	5267	5324	–	–
Corey	–	4738	4472	4474	3532
Dan	–	3682	3694	3698	3970
Jaimee	4497	4690	4774	4785	4785
Jordan	4024	–	–	–	–
Kirsten	–	–	3218	3920	3855
Linda	–	–	–	5326	5326
Lori (CIA)	N/A	N/A	N/A	N/A	N/A
Matt	–	–	–	4785	6877
Mike L	–	–	2513	3766	3797
Mike V	4498	4690	4774	–	–
Missy	–	4079	4111	4110	4110
Mitch (CIA)	3011	3143	4329	1060	N/A
Terry	3955	4001	–	–	–
Tyler	–	–	–	–	3276
Wally	6784	6836	6876	6877	4736
New Hire	–	–	–	–	2509
In-House Total	**47992**	**50430**	**53431**	**57188**	**59003**
Locals					
Cheryl	1812	1812	1813	1815	–
Ken	10115	8680	4279	4355	4355
Jane/Tim	8124	–	–	–	–
John/Tim	–	8374	8445	8512	8512
Steve	–	–	3684	–	–
Tom	1764	1767	–	–	–
Local Total	**21815**	**20633**	**18221**	**14682**	**12867**

Parcel counts are as of 4/22/2024 and may be different from previously published numbers due to conversion.

Principal Appraisers are highlighted with their focus.

	Assessment Year				
	2021	2022	2023	2024	2025
In-house Districts	24	26	28	30	32
In-house Parcels	47992	50430	53431	57188	59003
Appraiser Count*	11	12	13	14	15
Estimated Average	4363	4203	4110	4085	3934

*Appraiser Count does not include Commerical appraisers.

Quintile Review

	Assessent Year				
District	**2020**	**2021**	**2022**	**2023**	**2024**
101	441	620	95	269	430
102	278	295	312	159	536
103	1123	1309	1336	1158	1526
104	58	154	297	122	234
105	262	298	214	224	218
106	23	0	0	0	1
107	242	408	436	866	1026
108	205	219	20	441	439
109	255	223	85	202	277
110	113	161	172	245	308
112	397	1	314	284	340
113	157	278	305	387	253
114	991	931	1142	1611	2404
115	25	23	4	22	42
116	324	144	36	181	322
118	1227	2014	942	2382	1976
155	773	1193	1251	779	1246
201	143	235	116	214	286
202	95	83	248	101	329
203	55	200	144	130	138
204	208	350	2	424	274
205	157	2	1	166	381
206	340	433	556	162	807
208	269	299	59	82	217
209	199	159	63	232	381
210	311	316	1	568	346
211	173	176	209	240	205
212	113	121	127	157	213
213	308	453	8	401	482
215	441	332	165	119	560
216	232	341	286	113	584
217	350	149	41	460	452
218	145	185	132	213	132
219	157	165	162	192	163
220	140	135	198	106	199
Total	**10730**	**12405**	**9479**	**13412**	**17727**

Totals based on visit date entered into CAMA by appraiser.

New Construction Values

	Assessment Year				
Property Use	**2020**	**2021**	**2022**	**2023**	**2024**
Agricultural	$6,645,900	$8,073,000	$9,069,500	$5,026,700	$7,152,677
Agricultural Change	($3,725,200)	$1,427,100	$996,500	($4,042,800)	$2,125,977
Agricultural % Change	-35.92%	21.47%	12.34%	-44.58%	42.29%
Residential	$266,507,600	$375,503,700	$523,068,200	$554,492,000	$445,442,731
Residential Change	($1,485,400)	$108,996,100	$147,564,500	$31,423,800	($109,049,269)
Residential % Change	-0.55%	40.90%	39.30%	6.01%	-19.67%
Commercial/Industrial	$44,794,100	$21,806,500	$53,075,600	$51,062,200	$57,574,000
Commercial/Industrial Change	$27,049,900	($22,987,600)	$31,269,100	($2,013,400)	$6,511,800
Commercial/Industrial % Change	152.44%	-51.32%	143.39%	-3.79%	12.75%
Total New Construction	**$317,947,600**	**$405,383,200**	**$585,213,300**	**$610,580,900**	**$510,169,408**
Total New Construction Change	**$21,839,300**	**$87,435,600**	**$179,830,100**	**$25,367,600**	**($100,411,492)**
Total New Construction % Change	**7.38%**	**27.50%**	**44.36%**	**4.33%**	**-16.45%**

Totals from annual PRISM 1 Mini Summary.

Same data typically shared with Finance for budget forecasting.

Permits

	Calendar Year				
District	**2019**	**2020**	**2021**	**2022**	**2023**
101		95	98	166	72
102					208
103		995	1550	1538	1115
104					205
105					280
106					1
107					
108					263
109	88	121	99	125	207
110					
112	143	147	69	123	131
113					278
114					
115	15	3	10	11	13
116	225	145	135	101	138
118			1858	1827	2172
155			691	347	304
201	29	37	44	47	57
202	67	77	124	86	79
203	53	63	79	40	77
204	73	61	56	86	96
205	30	35	34	31	62
206	178	187	164	166	185
208	269	183	116	108	131
209	40	48	50	40	74
210	92	105	109	110	93
211	46	67	111	76	104
212	20	26	38	12	19
213	95	130	117	161	190
215	105	250	310	154	158
216	88	77	108	160	145
217	75	78	95	90	130
218	15	15	15	15	15
219	33	33	30	27	52
220	33	30	47	32	53
Total	1812	3008	6157	5679	7107

Totals from jurisdictions using Wright County Planning and Zoning pulled from Cityview.
Totals from jurisdictions not using county Planning and Zoning provided by appraisers.
Blank fields are information not available.

New Homes Built

	Year Built				
District	**2019**	**2020**	**2021**	**2022**	**2023**
101	16	30	52	75	3
102	12	19	13	29	20
103	46	82	81	42	67
104	16	11	14	8	6
105	4	7	3	2	1
106	0	0	0	1	0
107	34	69	102	129	68
108	14	17	66	71	76
109	23	32	10	27	24
110	7	9	14	9	1
112	34	16	50	5	3
113	19	45	52	40	18
114	107	221	252	224	247
115	0	0	0	0	1
116	45	37	43	18	56
118	284	391	407	307	255
155	44	61	112	34	46
201	6	8	5	2	15
202	5	8	5	3	6
203	5	8	5	7	3
204	7	10	5	2	2
205	9	6	4	4	6
206	24	20	20	15	11
208	13	17	15	9	9
209	11	14	5	5	8
210	10	7	3	5	9
211	6	5	16	7	11
212	7	3	6	5	4
213	8	12	3	8	9
215	2	12	6	5	11
216	9	13	10	10	15
217	5	13	18	10	7
218	2	5	0	3	0
219	5	5	5	1	1
220	7	2	5	3	5
Total	**846**	**1215**	**1407**	**1125**	**1024**

New homes built but omitted on the assessment date are not included.
Totals from year built entered into CAMA by appraiser.

Divisions, Plats, Combination Work

	Calendar Year				
District	**2019**	**2020**	**2021**	**2022**	**2023**
101	2	3	9	6	5
102	2	3	8	8	5
103	17	13	17	15	13
104	2	3	1	2	1
105	15	3	26	4	6
106	0	0	1	0	0
107	7	6	12	4	3
108	4	4	2	7	4
109	3	1	1	3	2
110	2	3	1	4	0
112	2	1	0	2	3
113	1	3	2	1	0
114	23	17	21	22	16
115	1	0	4	0	2
116	1	1	3	3	2
118	27	21	28	13	23
155	11	6	11	8	7
201	11	7	9	4	5
202	8	9	6	3	8
203	6	5	10	4	2
204	6	7	7	11	3
205	11	6	4	7	10
206	14	18	14	15	7
208	9	6	7	12	11
209	11	8	7	6	11
210	13	8	10	9	6
211	6	9	12	4	3
212	4	8	9	8	5
213	17	14	21	7	4
215	11	13	11	14	4
216	13	12	6	12	8
217	7	8	11	13	3
218	4	5	8	7	7
219	3	12	2	9	7
220	10	1	11	9	2
Total	**284**	**244**	**312**	**256**	**198**

Totals from Land Records Batch List.

	Calendar Year				
Type	**2019**	**2020**	**2021**	**2022**	**2023**
Divison	122	112	116	92	66
Div & Combo	33	21	32	34	27
Combo	54	42	79	41	42
Plat	50	51	66	53	45
Annex	9	4	5	12	4
Reword	11	9	7	16	6
Vacation	0	0	1	2	6
Correction	5	5	6	6	2
Total	**284**	**244**	**312**	**256**	**198**

Homesteads

	Homestead Applications Processed				
	Calendar Year				
Location	**2019**	**2020**	**2021**	**2022**	**2023**
Sharepoint	3116	3477	3173	2813	299
Smartfile	0	0	0	176	3395
Hmsts Processed	**3116**	**3477**	**3173**	**2989**	**3694**

Homestead applications were transitioned from Sharepoint to Smartfile in October 2022.
Some applications for Assessment Year 2023 were received but not processed in Sharepoint until calendar year 2023.

	Relative Renewal Homestead Forms				
	Calendar Year				
	2019	**2020**	**2021**	**2022**	**2023**
Parcels	**601**	**804**	**605**	**553**	**552**

Formerly appraiser task, handed off to OT.

	Duplicate Homesteads Investigated				
	Calendar Year				
	2019	**2020**	**2021**	**2022**	**2023**
Parcels	**N/A***	**347**	**386**	**451**	**398**

*2019 is not available

	Veteran's Exclusion Applicants				
	Calendar Year				
Disability Level	**2019**	**2020**	**2021**	**2022**	**2023**
70% or Greater	205	229	255	288	349
100% Total & Permanent	223	232	263	297	317
Surviing Spouse	46	49	63	71	87
Total	**269**	**281**	**326**	**368**	**404**

eCRVs

	Sales Study Year				
District	**2019**	**2020**	**2021**	**2022**	**2023**
101	178	186	255	188	133
102	112	120	113	80	73
103	389	455	466	451	314
104	96	77	87	60	48
105	74	78	68	82	55
106	2	1	3	1	0
107	181	201	255	264	220
108	69	79	109	145	96
109	83	87	86	84	79
110	60	60	64	62	40
112	123	133	150	130	100
113	79	107	131	127	77
114	464	549	745	642	501
115	6	10	14	15	10
116	91	98	105	100	37
118	739	784	939	776	588
155	375	346	426	441	260
201	37	42	54	34	17
202	28	33	33	35	40
203	23	23	37	23	25
204	25	49	53	28	17
205	26	42	32	18	15
206	106	122	112	86	54
208	46	59	68	60	48
209	31	31	29	41	36
210	61	62	53	58	36
211	27	29	47	23	23
212	16	18	30	21	12
213	57	72	77	91	47
215	64	70	76	64	54
216	72	56	72	55	48
217	59	65	56	62	44
218	27	31	34	25	23
219	18	35	21	19	16
220	21	17	17	23	18
Total	**3865**	**4227**	**4917**	**4414**	**3204**

Totals from MNDOR eCRV website.

Valuation Notice Appeals

	Assessment Year														
	2020			2021			2022			2023			2024*		
District	Calls	LBAE	CBAE	Calls	LBAE	CBAE	Calls	LBAE	CBAE	Calls	LBAE	CBAE	Calls	LBAE	CBAE**
101	7	0	0	16	0	3	29	4	1	35	1	0	11	2	
102	9	0	1	8	1	1	9	2	0	18	1	0	0	0	
103	59	0	0	35	0	1	65	0	0	100	0	0	17	0	
104	6	0	0	6	0	0	6	0	0	7	0	0	3	0	
105	5	0	0	4	0	0	9	0	0	12	0	0	2	0	
106	0	0	0	0	0	0	1	0	0	1	1	0	1	0	
107	12	0	0	9	0	0	40	0	0	47	0	0	8	0	
108	13	0	0	4	0	0	19	2	0	16	2	0	5	1	
109	5	0	0	11	1	1	17	5	0	18	5	0	3	0	
110	5	0	0	8	0	0	6	0	0	7	0	0	0	0	
112	3	0	0	9	0	0	14	0	0	14	0	0	1	0	
113	20	0	0	2	0	0	12	1	0	30	1	0	4	0	
114	46	0	0	22	0	0	138	28	0	103	3	0	21	4	
115	3	0	0	2	0	0	0	0	0	3	0	0	1	0	
116	9	0	0	5	0	0	28	0	0	6	0	1	1	0	
118	48	8	1	27	5	0	99	13	0	180	6	0	37	4	
155	19	0	1	8	0	1	42	0	0	54	0	1	15	0	
201	8	0	1	4	0	0	17	6	0	21	1	0	7	0	
202	6	0	0	6	0	0	27	13	0	30	1	1	7	2	
203	3	0	0	3	0	0	30	0	0	19	0	1	4	0	
204	9	0	0	5	0	0	13	0	0	35	0	0	1	0	
205	13	0	4	7	0	0	20	5	1	17	4	0	3	0	
206	17	1	0	40	10	1	61	21	1	136	1	0	64	13	
208	12	0	0	18	0	0	73	20	1	55	3	0	10	1	
209	15	6	0	7	2	0	25	10	0	50	7	0	24	25	
210	12	0	0	10	0	0	32	3	1	42	2	0	9	3	
211	8	0	0	9	0	0	11	1	0	16	3	0	7	4	
212	2	0	0	2	0	0	7	1	0	10	1	0	4	0	
213	4	0	0	13	3	1	19	4	0	28	3	0	9	1	
215	27	0	1	8	0	0	33	9	0	59	0	1	2	2	
216	14	0	0	23	0	0	11	0	0	49	0	1	20	0	
217	28	2	0	28	1	1	70	27	0	65	7	0	21	12	
218	6	0	1	2	0	0	12	1	0	25	3	0	7	5	
219	8	0	0	6	0	0	16	6	0	18	1	0	5	0	
220	5	0	0	6	0	0	11	4	0	8	4	0	8	4	
Total	**466**	**17**	**10**	**373**	**23**	**10**	**1022**	**186**	**5**	**1334**	**61**	**6**	**342**	**83**	**0**

Totals from Assessor Sharepoint call logs.
Does not include calls resolved by administrative staff.

*2024 numbers are as of 4/26/2024
**2024 CBAE is scheduled for 6/17/2024

Property Appraiser

Department/Division: Assessor

FLSA Status: *Non-Exempt*

Union/Non-Union: Union

General Definition of Work

Performs intermediate skilled technical work locating, identifying, viewing, measuring, photographing, and recording property data; and appraising all property types in their assigned districts in order to establish an estimate of market value for ad valorem tax purposes in accordance with State statutes. Work is performed under the limited supervision of the Assistant County Assessor (Commercial or Agriculture).

Qualification Requirements

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable an individual with disabilities to perform the essential functions.

Essential Functions

Conducts property appraisals in a fair and equitable manner using mass appraisal techniques; determines classification of all property according to use and in compliance with state statute; analyzes sales data and sales ratios; reconciles final values using the sales, cost, and income approaches to value properties.

Schedules and completes statutorily mandated quintile reviews along with reviews of all new construction and other property in their assigned district as necessary.

Prepares for and conducts Local and County Board of Appeal & Equalization meetings by producing presentations for City Council members, Township officials, County Commissioners, and the general public.

Performs review appraisals and prepares in-depth appraisals; reports on specific properties as requested by County Assessor and Assistant County Assessor (Commercial or Agriculture); assists local appraisers with difficult appraisals.

Maintains accurate records on all taxable and tax-exempt properties.

Interprets and administers new laws and regulations under direction of the County Assessor and Assistant County Assessor (Commercial or Agriculture). Accurately applies property valuations and classifications; researches, interprets, and applies real estate market trends; reviews accuracy of~~,~~ property records and assessments of other appraisers.

Works with property owners to explain and defend the assessment process, including providing supporting documentation of the valuation process as well as explaining state statutes, office policies and procedures.

Represents the County in a professional manner, providing customer service and information to the public, professionals, and government officials, both in person and over the phone.

Performs other duties and activities as assigned.

Knowledge, Skills, and Abilities

Knowledge of the principles, methods, and techniques of property appraisal; knowledge and ability to obtain the requirements for certification as an Assessor by Minnesota law; knowledge of laws pertinent to local property tax assessment and the ability to explain them to the general public; knowledge of construction practices, materials, and types; skill in the use of standard office equipment, including digital cameras, tablets, laser measurement tools, and computer and software programs; verbal and written communication skills sufficient to effectively draft and present technical information and respond to questions from a wide variety of audiences; reading comprehension skills sufficient to understand and interpret technical documents; interpersonal skills sufficient to exchange and/or convey information, receive work direction, and maintain effective working relationships; ability to learn computer systems specific to the County and Department; ability to conduct Boards of Review meetings; ability to analyze factors

Property Appraiser

which influence the value of property and to exercise sound judgment in determining property values; ability to review the work of local assessors and to train, direct, and review the work of temporary employees; ability to make mathematical computations and tabulations with speed and accuracy required for tax purposes; ability to read and interpret blueprints of proposed buildings and legal descriptions, as well as draw and/or locate legal descriptions on maps; ability to enter data quickly and accurately; ability to create computerized sketches of buildings using appropriate software; ability to deal with persons who are emotionally upset; ability to pay attention to detail and effectively organize time and anticipate, plan and successfully respond to changing circumstances, pressure and deadlines; ability to perform all job duties in compliance with safety guidelines and with an ongoing awareness of safety practices; ability to communicate courteously and professionally while maintaining positive working relationships with others when carrying out all job functions.

Education and Experience

High school diploma or GED, and two years of experience in real estate or property assessment, or equivalent combination of education and experience. Associates/Technical degree preferred.

Physical Requirements

This work requires the occasional exertion of up to 25 pounds of force; work regularly requires using hands to finger, handle or feel, frequently requires standing, walking, sitting and speaking or hearing and occasionally requires climbing or balancing, stooping, kneeling, crouching or crawling, reaching with hands and arms, tasting or smelling, pushing or pulling, lifting and repetitive motions; work has standard vision requirements; vocal communication is required for expressing or exchanging ideas by means of the spoken word and conveying detailed or important instructions to others accurately, loudly or quickly; hearing is required to perceive information at normal spoken word levels and to receive detailed information through oral communications and/or to make fine distinctions in sound; work requires preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, using of measuring devices, operating machines, operating motor vehicles or equipment and observing general surroundings and activities; work occasionally requires wet, humid conditions (non-weather), working near moving mechanical parts, working in high, precarious places, exposure to fumes or airborne particles, exposure to toxic or caustic chemicals, exposure to outdoor weather conditions, exposure to extreme cold (non-weather), exposure to extreme heat (non-weather) and exposure to the risk of electrical shock; work is generally in a moderately noisy location (e.g. business office, light traffic).

Special Requirements

Must hold a professional designation as a Certified Minnesota Assessor (CMA) or obtain within two years of hire. Must obtain the professional designation of Accredited Minnesota Assessor (AMA) within five years of earning the CMA designation as a condition of continued employment and must satisfy continuing education requirements as established by the State Board of Assessors to maintain license.
A valid driver’s license or evidence of equivalent mobility is also required upon hire.

Last Revised: 3/20/2023

WRIGHT COUNTY
ADMINISTRATION

Position Backfill Request

Name of Department: Assessor

Department Head/Supervisor Tony Rasmuson/Tamara Anderson

Position Title Property Appraiser

Date of Resignation: October 31,2024; last day of employment with Wright County: November 14, 2024

1. Will this position directly contribute to a county's strategic objective?

   a. Make Disciplined Investments for a Stable Future **– Yes, the Assessor's Office develops the tax capacity annually which serves as the property tax base for all of Wright County, including all taxing authorities located within the boundaries of the county. The work completed on an annual basis is very heavily regulated by state statutes which we are required to abide by along with any directives from the Minnesota Department of Revenue. We hold contracts with 32 of the 35 cities/townships in the county to complete this work.**
   b. Continue Transparency and Empower Community Engagement: **Yes, Property Appraisers work within their assigned districts completing quintile review (20% of parcels annually), field inspections of new construction, and other inspections as deemed necessary working directly with the property owners. Property Appraisers verify and process sales of the real estate, often verifying data with buyers, sellers, real estate agents, brokers, attorneys and/or closing companies. Additionally, when property owners receive their annual Notice of Valuation and Classification, the appraisers are working on the appeals and assisting property owners in understanding the complex process. The Property Appraiser position is a highly visual government position which often serves as the face of the property tax system in Wright County.**
   c. Improve Operational Excellence: **A proper assessment provides a fair and equitable tax base in which property owners pay their "fair share" of the taxing authorities levies based on Minnesota statutes. Failure to replace this position will result in inequities in the property tax base in Wright County negatively impacting property owners.**

2. How many FTE's does your department currently have budgeted for this position?

   FTE's **13**

3. Is there a direct impact on Wright County's citizens?
   a. Yes or no, and please explain. **Yes, we are contracted with 32 of the 35 county jurisdictions to perform State mandated assessment services. As stated above, the Property Appraiser position is one of the more highly visible positions with a tremendous amount of public interaction.**

4. Direct risk or cost for not backfilling this position?

a. Yes or no, and please explain. **Yes, this is a state mandated responsibility and we have contracted with 32 districts to perform the assessment. Failure to comply could result in action taken by the Minnesota Department of Revenue at the cost of county taxpayers.**

5. Are there external funding sources tied to this position used?
   a. If yes – **Yes, approximately one third of county expenses to the assessor department is funded by 32 of the 35 jurisdictions in Wright County.**

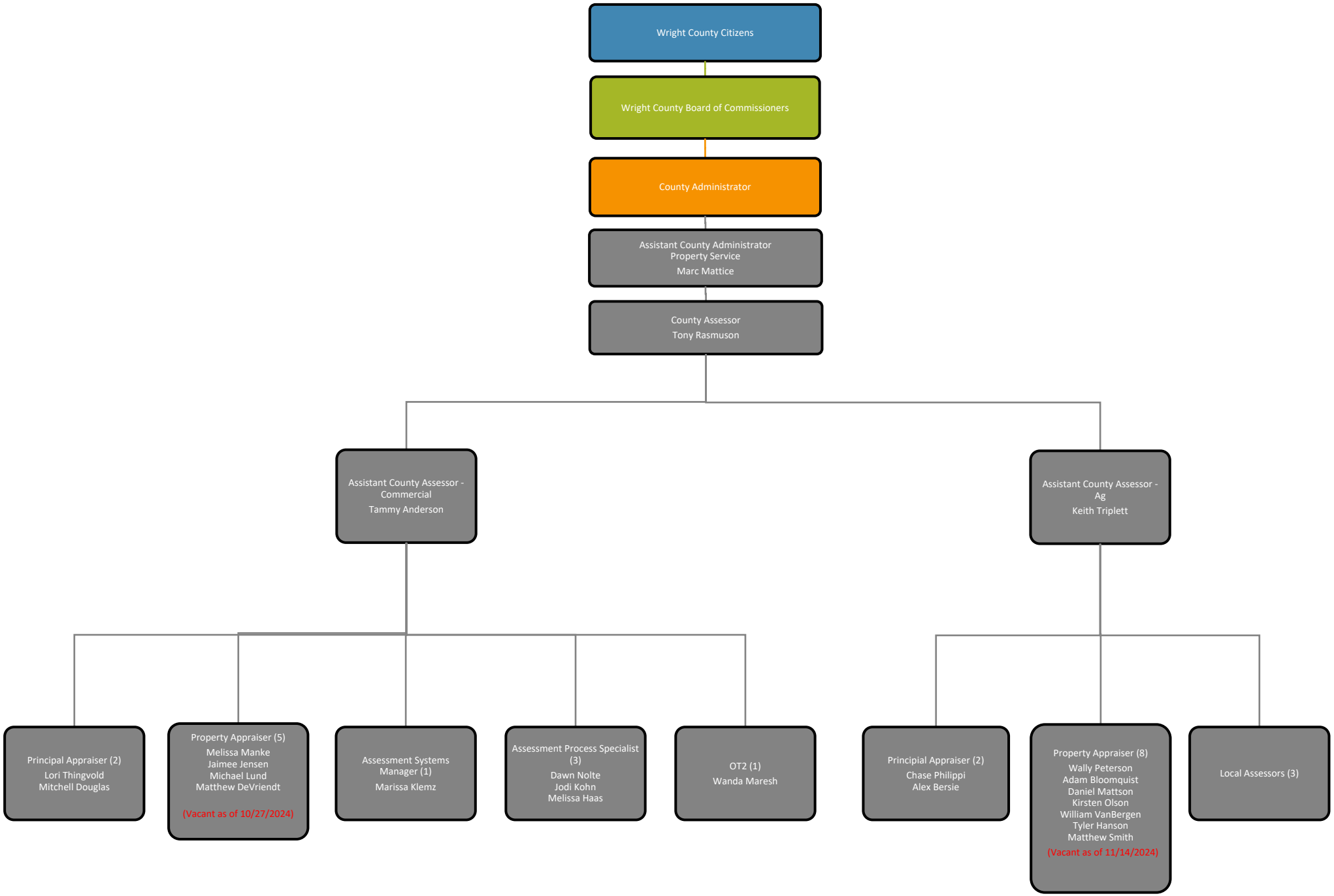
6. Key activity or performance indicators that show the need for this position?
   a. Show the statistical data specific to the position. **Attached**

7. Attach the Department organization chart highlighting the position along with the position description. **Attached**

Wright County Assessor's Office Organization Chart

Current Staff = 25

Updated August 2024



WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Brian Lutes

Requestor Title
County Attorney

Department (please use dropdown to select department) *
ATTORNEY

Target Meeting Date *
11/19/2024 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
(•) Consent Agenda ( ) Timed Agenda
( ) Item for Consideration

Originator
AMJ7346

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Request Chairperson Sign Joint Power Agreement (JPA) with the City of Otsego for the Enforcement and Regulation of Cannabis.

Short Title (what will appear on Agenda outline - 250 character max.) *
Request Chairperson sign Joint Power Agreement with the City of Otsego for the Enforcement and Regulation of Cannabis.

Value Stream the request primarily aligns with:
Promote Safe and Healthy Communities

Briefly describe how the request aligns with the selected value stream.

Describe the impact on staffing resources.

Fiscal Impact:

Background/Justification:
At the July 11, 2023 Committee of the Whole meeting, the Board requested the Attorney's Office present a Joint Powers Agreement (JPA) to the cities and townships within Wright County to gauge interest in county support with regulating and enforcing the new cannabis legislation. The City of Otsego has approved and signed the JPA, and has returned it to Wright County for final approval and signature.

Route for Review and Approval

- [ ] County Administrator
- [x] Assistant County Administrator
- [ ] Finance Review
- [ ] Legal Review
- [ ] Risk Mgmt Review
- [ ] Skip Workflow

Agenda Item Attachments (1)

Document Name	Attachment Type
111924 Joint Powers Agreement Cannabis City of Otsego.pdf	Attachment

☐ Hide RFBA Review

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision
Approved

Notes

JOINT POWERS AGREEMENT BETWEEN THE COUNTY OF WRIGHT AND CITY OF OTSEGO FOR THE ENFORCEMENT AND REGULATION OF CANNABIS

This agreement is made between the County of Wright and the City of Otsego (the City) for administration and regulation of cannabis as regulated under Minnesota Chapter 342 and the rules and regulations promulgated thereunder.

This agreement is authorized by Minnesota Statutes § 342.22, subdivision 1 and Minn. Stat. § 471.59.

The County of Wright and the City agree that:

1. The County of Wright will act in place of the City as the local government unit for the regulation and enforcement of cannabis under Minnesota Chapter 342 and any rules or regulations adopted under Minnesota Chapter 342 by the State of Minnesota or the Office of Cannabis Management.

2. The County of Wright is authorized to adopt, administer, and enforce within the jurisdictional limits of the City any ordinances, laws, regulations, or registration requirements concerning cannabis including, but not limited to, the adoption of a moratorium.

3. The County of Wright is authorized and has the consent of the City to register and enforce all registration requirements under Minnesota Statute §342.22. Any fees or penalties collected for registration and enforcement will remain entirely with the County of Wright. The parties will retain any Local Government Cannabis Aid allocated to them by the State of Minnesota.

4. The County of Wright will annually provide sufficient funding for the administration, enforcement and registration of the possession, sale and use of cannabis within the jurisdiction limits of the City. Source of funds shall be through State grant funds, County cannabis aid funds, general revenue funds and the collection of fees and penalties as established by the County of Wright.

5. The City shall retain all authority granted to it under Minnesota Chapter 462.

6. Any ordinance adopted by the County of Wright with regards to cannabis shall be construed to supersede any local municipal regulation or ordinance to the extent the local municipal regulation is less restrictive. Where the conditions imposed by any ordinance provision are either more restrictive or less restrictive than comparable conditions imposed by any other law, ordinance, statute, resolution or regulation of any kind, the regulations

which are more restrictive, or which impose higher standards or requirements shall prevail.

7. The parties to this agreement will be subject to and follow the terms of the Minnesota Government Data Practice Act as provided under Minnesota Statutes Chapter 13 for all requests for access to data. The County of Wright shall maintain all records, accounts and reports for the regulation and registration of cannabis.

8. The County of Wright shall account for any funds and the County of Wright shall provide a report of all receipts and disbursements upon request. If any surplus property or funds are obtained through this joint powers agreement they shall be distributed to the County of Wright in the event this agreement is terminated.

9. Wright County shall be solely responsible for the compensation of its employees and elected members, including specifically but not exclusively worker's compensation insurance and all taxes, while performing their duties under this agreement. The City shall be solely responsible for the compensation of its employees and elected members, including specifically but not exclusively worker's compensation insurance and all taxes, while performing their duties under this agreement. No employee of Wright County shall become an employee of the City, and no employee of the City shall become an employee of Wright County, by virtue of this agreement.

10. All responsibilities not specifically set out to be jointly exercised by the Parties under this Agreement are hereby reserved to the Parties individually. Nothing in this Agreement shall act as a waiver by a participating Party of its individual power and legal authority to provide services.

11. Indemnification and Hold Harmless:

    To the full extent permitted by law, actions by the Parties pursuant to this Agreement are intended to be and shall be construed as a "cooperative activity" and it is the intent of the Parties that they shall be deemed a "single governmental unit" for the purpose of liability, as set forth in Minnesota Statutes, Section 471.59, subd. 1a(a); provided further that for purposes of that statute, each Party to this Agreement expressly declines responsibility for the acts or omissions of the other Party.

    The Parties of this Agreement are not liable for the acts or omissions of the other participants to this Agreement except to the extent to which they have agreed in writing to be responsible for acts or omissions of the other Parties.

This agreement may be amended by mutual agreement of the County of Wright and the City by resolutions of their respective boards.

This agreement shall become effective upon signature of all duly authorized signatures, and shall remain in effect until terminated by agreement of the parties or thirty days after written notice of termination by either party.

County of Wright Board Chair	Date
Jenna L Stockamp City of Otsego Mayor	8/26/2024 Date

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Heather Lemieux

Requestor Title
Assistant Finance Director

Department (please use dropdown to select department) *
FINANCE & TAXPAYER SERVICES

Target Meeting Date *
11/19/2024 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(●) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
(●) Consent Agenda ( ) Timed Agenda
( ) Item for Consideration

Originator
HML7582

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Motion to approve the reimbursement of the American Rescue Plan Act Funds (ARP) as follows:
Approval of use of ARP funds from 01-099-493-8467
$36,695.09 9.2 Surface Transportation Projects- Franklin Township
$48,623.00 9.2 Surface Transportation Projects- Middleville Township
$105,872.62 5.9 Clean Water: Nonpoint Source-Indian Lake

Short Title (what will appear on Agenda outline - 250 character max.) *
Motion to approve the reimbursement of the American Rescue Plan Act Funds (ARP) as follows:
Approval of use of ARP funds from 01-099-493-8467
$36,695.09 9.2 Surface Transportation Projects- Franklin Township
$48,623.00 9.2 Surface Transportation Proje

Value Stream the request primarily aligns with:
Promote Safe and Healthy Communities

Briefly describe how the request aligns with the selected value stream.
NA

Describe the impact on staffing resources.
NA

Fiscal Impact:
This is the distribution of Wright County's American Rescue Plan Act Funds.

Background/Justification:
The expenditures have been reviewed by the County's ARP Committee on November 13, 2024, for eligibility. The ARP Committee is recommending the request for reimbursement as listed above.

Route for Review and Approval

- [ ] County Administrator
- [x] Assistant County Administrator
- [ ] Finance Review
- [ ] Legal Review
- [ ] Risk Mgmt Review
- [ ] Skip Workflow

Agenda Item Attachments (0)

Document Name	Attachment Type

- [ ] Hide RFBA Review

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision
Approved

Notes

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Heather Lemeieux

Requestor Title
Assistant Finance Director

Department (please use dropdown to select department) *
FINANCE & TAXPAYER SERVICES

Target Meeting Date *
11/19/2024 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(●) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
(●) Consent Agenda ( ) Timed Agenda
( ) Item for Consideration

Originator
HML7582

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Approve the Reimbursement of the American Rescue Plan (ARP) Act Funds as Follows:
Approval of Use of ARP Funds From 01-099-493-8467
$40,448.32 9.2 Surface Transportation Projects- Maple Lake Township

Short Title (what will appear on Agenda outline - 250 character max.) *
Motion to approve the reimbursement of the American Rescue Plan Act Funds (ARP) as follows:
Approval of use of ARP funds from 01-099-493-8467
$40,448.32 9.2 Surface Transportation Projects- Maple Lake Township

Value Stream the request primarily aligns with:
Promote Safe and Healthy Communities

Briefly describe how the request aligns with the selected value stream.
NA

Describe the impact on staffing resources.
NA

Fiscal Impact:
This is the distribution of Wright County's American Rescue Plan Act Funds.

Background/Justification:
The expenditures have been reviewed by the County's ARP Committee on November 6, 2024, for eligibility. The ARP Committee is recommending the request for reimbursement as listed above.

Route for Review and Approval

- [ ] County Administrator
- [x] Assistant County Administrator
- [ ] Finance Review
- [ ] Legal Review
- [ ] Risk Mgmt Review
- [ ] Skip Workflow

Agenda Item Attachments (0)

Document Name	Attachment Type

- [ ] Hide RFBA Review

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision
Approved

Notes

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Heather Lemieux

Requestor Title
Assistant Finance Director

Department (please use dropdown to select department) *
FINANCE & TAXPAYER SERVICES

Target Meeting Date *
11/19/2024 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
(•) Consent Agenda ( ) Timed Agenda
( ) Item for Consideration

Originator
HML7582

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Approve Attached Budget Amendments for October 2024

Short Title (what will appear on Agenda outline - 250 character max.) *
Motion to approve attached budget amendments for October 2024

Value Stream the request primarily aligns with:
Develop County Infrastructure

Briefly describe how the request aligns with the selected value stream.
The budget and financial reports require the County to be accountable to the public.

Describe the impact on staffing resources.
NA

Fiscal Impact:
Budget adjustments within funds and departments would be re-allocations between line items that would result in no change to the
Department's overall levy requests. Some of the departments required the use of fund balance to balance their increase in expenditure line items.

Background/Justification:

Route for Review and Approval

- [ ] County Administrator
- [x] Assistant County Administrator
- [ ] Finance Review
- [ ] Legal Review
- [ ] Risk Mgmt Review
- [ ] Skip Workflow

Agenda Item Attachments (1)

Document Name	Attachment Type
Amendments Updated 11-7.pdf	Attachment

☐ Hide RFBA Review

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision

Notes

WRIGHT COUNTY MINNESOTA

REQUEST FOR BOARD ACTION

Board Meeting Date:	11/19/2024	✔	**Consent Agenda**
Requester's Name:	Heather Lemieux		**Timed**
Title:	Assistant Finance Director		**Time Required:**
Department:	Finance		**Item for Consideration**

Board Action Requested:

Motion to approve attached budget amendments for October 2024

Select which Value Stream the request primarily aligns with:

Develops County Infrastructure

Briefly describe how the request aligns with the selected value stream.

The budget and financial reports require the County to be accountable to the public.

Describe the impact on staffing resources.

NA

Describe the impact on financial resources.

Budget adjustments within funds and departments would be re-allocations between line items that would result in no change to the Department's overall levy requests. Some of the departments required the use of fund balance to balance their increase in expenditure line items.

Background/Justification:

These budget amendments were required to pay out bills that we are statutorily ordered to pay with the time period because we were obligated to pay for those invoices. In the future departments will be utilizing more purchase orders which will require them to identify the expenditure source before issuing the purchase order.

Has the request been reviewed by the Attorney's Office?	N/A
Risk Management?	N/A
Number of original documents requiring signature	0

October 2024 Budget Amendments

BA #	Department	Justification for Budget Amendment Request	Amount	Object Code	To Object Code
55	Sheriff	Police Aid disbursements to the Cities-increase Revenue and expense. Funds are received from the State. (Net zero effect on levy)	$ 115,635	Revenue - Police Aid	Intergovernmental Expense
57	Facilities	Expense moving Finance to the 1st Floor and Project Admin. to the IT Dept. Construction bids have been received for the plan. Board approved on 10/08/2024	$ 34,500	Dept. 100 Fund Balance	Site Improvements
58	Corrections	Movement to cover additional Professional Services as there was fewer equipment needs in 2024 than expected. Request for object code transfer with zero effect to the levy. To cover expenses related to Professional Services (I.E. document destruction, inmate transports and training expenses.	$ 50,000	From Equip. Less than $5K	To Professional Services
59	Corrections	Uncollected Debt is a new expense line item in 2024. All uncollected debt comes from corresponding jail revenue lines as it is directly related to inmate fees.	$ 50,000	Revenue - Fee Pay to Stay	Bad Debt Expense
60	FTPS	Staff development training for property tax division. A distribution of funds was received from MnCCC specific for this training.	$ 4,000	Revenue-Misc. Revenue	Conferences & Meetings
62	Facilities	Funds for the LEC Roof projects earlier than 2025 in an effort to maximize bid efficiency and take advantage of contractor interest. This was approved at the 10/15/2024 Board Meeting.	$ 45,900	CIP Project 8529 & 8530 Fund Balance	CIP Site Improvements
63	Highway	Amendment to original contract from WSB for the CSAH 36 reconstruction project. This was previously approved by board on 10/15/2024.	$ 97,250	Revenue - Fund Balance	Professional Services
64	Highway	Change order to WC201104 for $477,750 approved by the board on 10/15/2024. This is related to the Engineering on Project CSAH 35	$ 477,750	Revenue-Fund Balance	Professional Services
65	HHS	Supporting Steps Grant approved by County Administrator on 4/16/2024. Adding the approved amount to the HHS Budget Revenue and Expense	$ 17,633	Revenue-Supporting Steps Grant	Payroll accounts and Professional Services
66	HHS	Family Planning Special Projects Grant approved by board on 5/9/2022. This is a 5 year Grant contract. Continuation funds were approved on 1/19/2024. Adjusting the grant to align actual staff cost to budget.	$ -		Payroll accounts , Operating Expense Accounts
67	Compost	Move funds from SCORE Budget to CIP Building Construction Compost Facility Project. This transfer of funds was approved by board on 08/20/2024	$ 311,110	Transfer in & Fund balance	Transfer Out-Building Construction
68	HHS	Opioid Grant approved by board on 7/11/2023 to distribute to seven grantees. Carryover 2023 ending balance to 2024. Net position includes the amount received in 2024 and the disbursed amount to the grantees as of Qtr. 03.	$1,602,418	Misc. Revenue and Fund Balance	Intergovernmental Expense, Misc. Expense and Professional Services
69	HHS	Suicide Prevention Grant approved by board on 3/5/2024. The contract was signed on 5/7/2024. Adding the approved budget to Revenue and Expense	$ 66,667	Revenue-Suicide Prevention Grant	Payroll accounts and Professional Services
70	HHS	Family Home Visiting Grant is a 2 year grant and was approved by board on 7/11/2023. This grant follows the State fiscal year. HHS is requesting carryover from the previous grant period ending June 30th. Expense items are being adjusted to account for the carry-forward amount in the 2nd year of the budgeted expenses (07/01/2024 to 06/30/2025)	$ 13,224	Federal Grants	Payroll accounts, Travel, Conferences & Meetings and Operating Supplies
71	HHS	Child & Teen Checkup Grant approved by board on 10/3/2023. This is a 5 year grant contract. The amendment is for the 2024 portion of the 5 year contract. Adjusting the full time and part time expenses to reflect the actual time spent by staff	$ 12,818	State Grant and Federal Grant	Payroll accounts and Operating Expenses
72	Parks	MN. DNR grant for the management of approximately 70 ash trees in Wright County. Reimbursements will be received in 2025 and go back to reserves fund.	$ 67,575	Dept. 100 Fund Balance	Site Improvements

Row Labels	Sum of Amount
Compost	311,110.00
Corrections	100,000.00
Facilities	80,400.00
FTPS	4,000.00
HHS	1,712,759.91
Highway	575,000.00
Sheriff	115,634.77
Parks	67,575.00
Grand Total	**2,966,479.68**

2024 Budget Amendment Form

Request Type: Operating Line Item Request

Department: Corrections BA 55

Justification: Police Aid disbursements to the Cities. No initial budget for 2024. Increase revenue and expense. Funds are received from the State to cover the disbursements to the Cities. (Net zero effect on the levy)

Budget Year: 2024

Related Items

Revenues

Line Item	Description	Amount
01-201-000-0000-5230	POLICE AID	($115,634.77)
	TOTAL:	(115,634.77)

Expenses

Line Item	Description	Cost
01-201-000-0000-6810	INTERGOVERNMENTAL EXPENSE	$ 115,634.77
	TOTAL:	115,634.77
	Net adjustment	-

Budget Tracking
Finance Reviewed:
Approval Required:
Committee Date:
Board Approval Date:
Posted Date:

2024 Budget Amendment Form

Request Type: Operating Line Item Request

Department: FACILITIES BA 57

Justification: Fund moving Finance department to the 1st floor and Project Administration to the IT Department. Construction bids have been received for the plan and would amount to an estimated $34,500. Board consensus on 10/08/2024 was to move forward with the department moves and pay for the construction and furniture costs out of the fund balance.

Budget Year: 2024

Related Items

Revenues

Line Item	Description	Amount
01-100-000-0000-5911	FUND BALANCE	$34,500.00
01-111-000-0000-5910	TRANSFERS IN	($34,500.00)
	TOTAL:	-

Expenses

Line Item	Description	Cost
01-111-000-0000-6605	SITE IMPROVEMENTS	$ 34,500.00
01-100-000-0000-6910	TRANSFERS OUT	$ (34,500.00)
	TOTAL:	-
	Net adjustment	-

Budget Tracking	
Finance Reviewed:	
Approval Required:	PERSONNEL
Committee Date:	
Board Approval Date:	
Posted Date:	

2024 Budget Amendment Form

Request Type:	**Operating Line Item Request**
Department:	**Corrections BA 58**

Justification:

Movement to cover additional professional services as we had fewer equipment needs in 2024 than expected. Request for Object Code transfer, without effect to the levy. To cover expenses related to Professional Services (I.E. document destruction, inmate transports and training expenses).

Budget Year: **2024**

Related Items

Revenues

Line Item	Description	Amount
	TOTAL:	-

Expenses

Line Item	Description	Cost
01-250-000-0000-6480	Equipment Less Than $5,000	$ (50,000.00)
01-250-000-0000-6261	Professional Services	$ 50,000.00
	TOTAL:	-
	Net adjustment	-

Budget Tracking
Finance Reviewed:
Approval Required:
Committee Date:
Board Approval Date:
Posted Date:

2024 Budget Amendment Form

Request Type: Operating Line Item Request

Department: Corrections BA 59

Justification: Uncollected Debt is a new expense line in 2024. All uncollected debt comes from corresponding jail revenue lines as it is directly related to inmate fees.

Budget Year: 2024

Related Items

Revenues

Line Item	Description	Amount
01-250-000-0000-5515	FEE PAY TO STAY	($50,000.00)
	TOTAL:	(50,000.00)

Expenses

Line Item	Description	Cost
01-250-000-0000-6887	UNCOLLECTED DEBT (BAD DEBT EXPENSE)	$ 50,000.00
	TOTAL:	50,000.00
	Net adjustment	-

Budget Tracking	
Finance Reviewed:	
Approval Required:	PERSONNEL
Committee Date:	
Board Approval Date:	
Posted Date:	

2024 Budget Amendment Form And Staff Request Form

Request Type:	**Operating Line Item Request**
Department:	**Finance & Taxpayer Services BA 60**

Justification:

Staff development training for property tax division. A distribution of funds was received from MnCCC specific for this training.

Related Items

Revenues

Line Item	Description	Amount
01-041-000-0000-5830	MISCELLANEOUS REVENUE	$4,000.00
	TOTAL:	4,000.00

Expenses

Line Item	Description	Cost
01-041-000-0000-6338	CONFERENCES & MEETINGS	$4,000.00
	TOTAL:	4,000.00
	Net adjustment	-

HR Only			
Union	320 Clerical		
Position Grade	8		
Min. Hourly Rate (or requested rate)	$	-	
Wages		-	
% of Year Employment			100.00%
PT Insurance		62	
FT Insurance		-	
PERA - Correctional		-	8.75%
Medicare		-	1.45%
Social Security		-	6.20%
Work Comp		-	2.67%
Current-year Impact	$	62	
Annualized Impact	$	62	

Budget Tracking	
Finance Reviewed:	
Approval Required:	PERSONNEL
Committee Date:	
Board Approval Date:	
Posted Date:	

2024 Budget Amendment Form

Request Type: Operating Line Item Request

Department: FACILITIES BA 62

Justification: Facilities is requesting funds for the LEC Roof projects earlier than 2025 in an effort to maximize bid efficiency and take advantage of contractor interest. Requesting to moving forward with the design now and getting documents to bid for both Phases in 2024. This was approved at the 10/15/2024 Board Meeting.

Budget Year: 2024

Related Items

Revenues

Line Item	Description	Amount
34-150-111-8529-5911	FUND BALANCE	($18,700.00)
34-150-111-8530-5911	FUND BALANCE	($27,200.00)
	TOTAL:	(45,900.00)

Expenses

Line Item	Description	Cost
34-150-111-8529-6602	LEC ROOF REPLACEMENT ADMIN/OFFICE	$ 18,700.00
34-150-111-8530-6602	LEC ROOF REPLACEMENT JAIL	$ 27,200.00
	TOTAL:	45,900.00
	Net adjustment	-

Budget Tracking	
Finance Reviewed:	
Approval Required:	PERSONNEL
Committee Date:	
Board Approval Date:	
Posted Date:	

2024 Budget Amendment Form

Request Type: Operating Line Item Request

Department: Highway Department BA 63

Justification: Amendment to the original contract from WSB for the CSAH 36 reconstruction project. The amendment is needed for the archaeological and historical investigation that we were notified needed to be completed as part of the federal process. We plan to sub-consult with the 106 Group, Inc. to accomplish the tasks. This budget amendment request was approved previously by board on 10/15/2024.

Budget Year: 2024

Related Items

Revenues

Line Item	Description	Amount
03-326-000-0000-5911	USE OF FUND BALANCE	($97,250.00)
	TOTAL:	(97,250.00)

Expenses

Line Item	Description	Cost
03-326-000-0000-6261	PROFESSIONAL SERVICES	$ 97,250.00
	TOTAL:	97,250.00
	Net adjustment	-

Budget Tracking	
Finance Reviewed:	
Approval Required:	PERSONNEL
Committee Date:	
Board Approval Date:	
Posted Date:	

2024 Budget Amendment Form

Request Type:	**Operating Line Item Request**
Department:	**Highway BA 64**
Justification:	Change order to WC201104 for $477,750 was approved by the board on 10/15/2024. This is the budget amendment required to complete the change order. This is related to the Engineering on project 35.
Budget Year:	**2024**

Related Items

Revenues

Line Item	Description	Amount
03-326-000-000-5911-000000	Use of Fund Balance	($477,750.00)
	TOTAL:	(477,750.00)

Expenses

Line Item	Description	Cost
03-326-000-0000-6261-000000	Professional Service	$ 477,750.00
	TOTAL:	477,750.00
	Net adjustment	-

Budget Tracking	
Finance Reviewed:	
Approval Required:	PERSONNEL
Committee Date:	
Board Approval Date:	
Posted Date:	

2024 Budget Amendment Form

Request Type: Operating Line Item Request

Department: Health & Human Services BA 65

Justification:

The Supporting Steps grant was approved by the county administrator on 4/16/2024.
The purpose of this Budget Amendment is to add the approved amount to the Wright County HHS Budget.

Budget Year: 2024

Related Items

Revenues

Line Item	Description	Amount
11-450-489-0000-5399	SUPPORTING STEPS GRANT	$ 17,633.00
	TOTAL:	17,633.00

Expenses

Line Item	Description	Cost
11-450-489-0010-6101	Full Time Personnel	
11-450-489-0010-6103	Part Time Personnel	$ 8,548.99
11-450-489-0010-6153	County Share Insurance	$ 1,367.84
11-450-489-0010-6162	Medicare	$ 123.96
11-450-489-0010-6163	PERA Contributions	$ 641.17
11-450-489-0010-6175	Social Security	$ 530.04
11-450-489-0010-6261	Professional Services	$ 6,421.00
	TOTAL:	17,633.00
	Net adjustment	-

Budget Tracking	
Finance Reviewed:	
Approval Required:	PERSONNEL
Committee Date:	
Board Approval Date:	
Posted Date:	

2024 Budget Amendment Form

Request Type: Operating Line Item Request

Department: Health & Human Services BA 66

Justification:

The county board approved the Family Planning Special Projects grant on 05/09/2022. This is a 5 year grant contract.
The county administrator approved continuation funds on 01/09/2024.
The purpose of this budget amendment is to adjust the FPSP Grant to align actual staff cost to budget.
Funds need to be shifted from Travel, Equipment, and Payments for recipients to Office Supplies to change branding from "Family Planning" to "Sexual and Reproductive Health" as required by the Minnesota Department of Health.

Budget Year: 2024

Related Items

Revenues

Line Item	Description	Amount
	TOTAL:	-

Expenses

Line Item	Description	Cost
11-450-472-0010-6101	FULL TIME SALARY	$ 17,352.93
11-450-472-0010-6103	PART TIME SALARY	$ (17,352.93)
11-450-472-0010-6035	Payments FOR RECIPIENTS	$ (960.00)
11-450-472-0010-6411	OPERATING SUPPLIES	$ 2,201.00
11-450-472-0010-6333	TRAVEL	$ (746.00)
11-450-472-0010-6480	EQUIPMENT	$ (495.00)
	TOTAL:	-
	Net adjustment	-

Budget Tracking	
Finance Reviewed:	
Approval Required:	PERSONNEL
Committee Date:	
Board Approval Date:	
Posted Date:	

2024 Budget Amendment Form

Request Type:	**Operating Line Item Request**
Department:	**Compost Facility BA 67**
Justification:	County Board approved the transfer of funds on 08/20/2024 and this budget amendment is needed to complete the transfer. The transfer of funds is used for the Compost Facility Project
Budget Year:	**2024**

Related Items

Revenues

Line Item	Description	Amount
34-150-000-0000-5910	TRANSFER IN	$ (311,110.00)
20-393-000-0000-5911	USE OF FUND BALANCE	$ (311,110.00)
	TOTAL:	(622,220.00)

Expenses

Line Item	Description	Cost
20-393-000-0000-6910	TRANSFER OUT	$ 311,110.00
34-150-000-0000-6602	BUILDING CONSTRUCTION	$ 311,110.00
	TOTAL:	622,220.00
	Net adjustment	-

Budget Tracking	
Finance Reviewed:	
Approval Required:	PERSONNEL
Committee Date:	
Board Approval Date:	
Posted Date:	

2024 Budget Amendment Form

Request Type: Operating Line Item Request

Department: Health & Human Services BA 68

Justification:

On 7/11/2023, the Board approved $500,000 in Opioid grants to be distributed to 7 grantees.
The beginning balance in the budget for 2024 was $390,194.97, while $917,418.23 was the actual remaining amount from 2023 and should have been carried forward into 2024, but was not.
In 2024, $1,025,194.97 has been received, and $185,836.37 has been disbursed to the grantees, leaving a net position of $1,756,776.83 as of the end of Q3 2024.
The balance may change due to monthly activity.

Budget Year: 2024

Related Items

Revenues

Line Item	Description	Amount
12-450-000-0000-5830	Miscellaneous revenue (Total receipts less beginning budgeted amount)	$ 685,000.00
12-450-000-0000-5911	Use of Fund Balance	$ 917,418.23
	TOTAL:	1,602,418.23

Expenses

Line Item	Description	Cost
12-450-000-0000-6380-000000	Intergovernmental Expense	$ 200,000.00
12-450-000-0000-6801-000000	Misc. Expense	$ 40,000.00
12-450-000-0000-6261-000000	Professional Services	$ 1,362,418.23
	TOTAL:	1,602,418.23
	Net adjustment	-

Budget Tracking	
Finance Reviewed:	
Approval Required:	PERSONNEL
Committee Date:	
Board Approval Date:	
Posted Date:	

2024 Budget Amendment Form

Request Type: Operating Line Item Request

Department: Health & Human Services BA 69

Justification:

The Suicide Prevention grant was approved by the county board on 03/05/2024.
The contract was signed on 05/07/2024.
The purpose of this budget amendment is to add the approved budget to the Wright County HHS budget.

Budget Year: 2024

Related Items

Revenues

Line Item	Description	Amount
11-450-452-0000-5399	Suicide Prevention Grant	$ 66,667.00
	TOTAL:	66,667.00

Expenses

Line Item	Description	Cost
11-450-472-0010-6101	Full Time Personnel	$ 38,632.86
11-450-472-0010-6103	Part Time Personnel	-
11-450-472-0010-6153	County Share Insurance	6,181.26
11-450-472-0010-6162	Medicare	560.18
11-450-472-0010-6163	PERA Contributions	2,897.46
11-450-472-0010-6175	Social Security	2,395.24
11-450-472-0010-6261	Professional Services	16,000.00
	TOTAL:	66,667.00
	Net adjustment	-

Budget Tracking	
Finance Reviewed:	
Approval Required:	PERSONNEL
Committee Date:	
Board Approval Date:	
Posted Date:	

2024 Budget Amendment Form

Request Type: Operating Line Item Request

Department: Health & Human Services BA 70

Justification: The Family Home Visiting Grant is a 2 year grant and was approved by the board on 7/11/2023. This grant follows the State fiscal year. HHS is requesting carryover from the previous grant period ending 6/30/2024.
The expense items are being adjusted to account for the carry-forward in the 2nd year of the budgeted expenses (7/1/2024 - 6/30/2025).

Budget Year: 2024

Related Items

Revenues

Line Item	Description	Amount
11-450-474-0000-5484	Carry over from 06/30/2024	$ 13,223.68
	TOTAL:	13,223.68

Expenses

Line Item	Description	Cost
11-450-474-0010-6101	Full Time Personnel	6,714.96
11-450-474-0010-6103	Part Time Personnel	3,459.22
11-450-474-0010-6153	County Share Insurance	3,473.82
11-450-474-0010-6162	Medicare	160.05
11-450-474-0010-6163	PERA Contributions	830.61
11-450-474-0010-6175	Social Security	686.02
11-450-474-0010-6333	Travel Reimbursement-Non Taxable	(500.00)
11-450-474-0010-6338	Conferences Meetings Training	2,450.00
11-450-474-0010-6411	Operating Supplies	(4,051.00)
	TOTAL:	13,223.68
	Net adjustment	-

Budget Tracking
Finance Reviewed:

2024 Budget Amendment Form

Request Type: Operating Line Item Request

Department: Health & Human Services BA 71

Justification:

The county board approved the Child & Teen Checkup grant on 02/03/2023. This is a 5 year grant contract. The budget below is the 2024 portion of the 5 year contract.
The revenue was increased unexpectedly in 2024.
Due to usage in outreach supplies, and underspending in advertising, funds need to be shifted to outreach supplies in order to cover community events in 2024.
The full time and part time expenses are being adjusted to reflect the actual time spent.

Budget Year: 2024

Related Items

Revenues

Line Item	Description	Amount
11-450-473-0000-5325	STATE Grant-CHILD & TEEN CK-UP	$ 6,409.00
11-450-473-0000-5460	FED GRANT-CHILD & TEEN CK-UP	$ 6,409.00
	TOTAL:	12,818.00

Expenses

Line Item	Description	Cost
11-450-473-0010-6101	FULL TIME PERSONNEL	(34,200.00)
11-450-473-0010-6103	PART TIME Personnel	45,673.00
11-450-473-0010-6153	COUNTY SHARE INSURANCE	1,836.00
11-450-473-0010-6162	MEDICARE	166.00
11-450-473-0010-6163	PERA CONTRIBUTIONS	860.00
11-450-473-0010-6175	SOCIAL SECURITY	711.00
11-450-473-0010-6203	TELEPHONE	60.00
11-450-473-0010-6205	POSTAGE	(2,600.00)
11-450-473-0010-6232	PRINTING	400.00
11-450-473-0010-6261	PROFESSIONAL SERVICES	(5,000.00)
11-450-473-0010-6333	TRAVEL	(200.00)
11-450-473-0010-6338	TRAINING	(1,400.00)
11-450-473-0010-6343	EQUIPMENT LEASE	500.00
11-450-473-0010-6411	OPERATING SUPPLIES	2,500.00
11-450-473-0010-6417	OUTREACH SUPPLIES	2,812.00
11-450-473-0010-6480	EQUIPMENT	700.00
	TOTAL:	12,818.00
	Net adjustment	-

Budget Tracking	
Finance Reviewed:	
Approval Required:	PERSONNEL

2024 Budget Amendment Form

Request Type: Operating Line Item Request

Department: Parks Department BA 72

Justification:

The Parks and Recreation Department received a grant for $426,250 Minnesota DNR for the management of ash trees in Wright County. The first portion of this grant is the management of approximately 70 ash trees for a contracted amount of $67,575.
Staff is requesting a budget amendment from reserve funds for the $67,575 amount be deposited into account 01-521-6605. All reimbursements received ($67,575) will be deposited back in the reserve fund in 2025 which is when staff is estimating the DNR will process the County's request. This has a zero effect on the levy.

Budget Year: 2024

Related Items

Revenues

Line Item	Description	Amount
01-100-000-0000-5911	FUND BALANCE	$67,575.00
01-521-000-0000-5910	TRANSFERS IN	($67,575.00)
	TOTAL:	-

Expenses

Line Item	Description	Cost
01-521-000-0000-6605	SITE IMPROVEMENTS	$ 67,575.00
01-100-000-0000-6910	TRANSFERS OUT	$ (67,575.00)
	TOTAL:	-
	Net adjustment	-

Budget Tracking
Finance Reviewed:
Approval Required:
Committee Date:
Board Approval Date:
Posted Date:

WRIGHT COUNTY MINNESOTA

REQUEST FOR BOARD ACTION

Board Meeting Date:	11/19/2024	✔	**Consent Agenda**
Requester's Name:	Heather Lemieux		**Timed**
Title:	Assistant Finance Director		**Time Required:**
Department:	Finance		**Item for Consideration**

Board Action Requested:

Motion to approve attached budget amendments for October 2024

Select which Value Stream the request primarily aligns with:

Develops County Infrastructure

Briefly describe how the request aligns with the selected value stream.

The budget and financial reports require the County to be accountable to the public.

Describe the impact on staffing resources.

NA

Describe the impact on financial resources.

Budget adjustments within funds and departments would be re-allocations between line items that would result in no change to the Department's overall levy requests. Some of the departments required the use of fund balance to balance their increase in expenditure line items.

Background/Justification:

These budget amendments were required to pay out bills that we are statutorily ordered to pay with the time period because we were obligated to pay for those invoices. In the future departments will be utilizing more purchase orders which will require them to identify the expenditure source before issuing the purchase order.

Has the request been reviewed by the Attorney's Office?	N/A
Risk Management?	N/A
Number of original documents requiring signature	0

October 2024 Budget Amendments

BA #	Department	Justification for Budget Amendment Request	Amount	Object Code	To Object Code
55	Sheriff	Police Aid disbursements to the Cities-increase Revenue and expense. Funds are received from the State. (Net zero effect on levy)	$ 115,635	Revenue - Police Aid	Intergovernmental Expense
57	Facilities	Expense moving Finance to the 1st Floor and Project Admin. to the IT Dept. Construction bids have been received for the plan. Board approved on 10/08/2024	$ 34,500	Dept. 100 Fund Balance	Site Improvements
58	Corrections	Movement to cover additional Professional Services as there was fewer equipment needs in 2024 than expected. Request for object code transfer with zero effect to the levy. To cover expenses related to Professional Services (I.E. document destruction, inmate transports and training expenses.	$ 50,000	From Equip. Less than $5K	To Professional Services
59	Corrections	Uncollected Debt is a new expense line item in 2024. All uncollected debt comes from corresponding jail revenue lines as it is directly related to inmate fees.	$ 50,000	Revenue - Fee Pay to Stay	Bad Debt Expense
60	FTPS	Staff development training for property tax division. A distribution of funds was received from MnCCC specific for this training.	$ 4,000	Revenue-Misc. Revenue	Conferences & Meetings
62	Facilities	Funds for the LEC Roof projects earlier than 2025 in an effort to maximize bid efficiency and take advantage of contractor interest. This was approved at the 10/15/2024 Board Meeting.	$ 45,900	CIP Project 8529 & 8530 Fund Balance	CIP Site Improvements
63	Highway	Amendment to original contract from WSB for the CSAH 36 reconstruction project. This was previously approved by board on 10/15/2024.	$ 97,250	Revenue - Fund Balance	Professional Services
64	Highway	Change order to WC201104 for $477,750 approved by the board on 10/15/2024. This is related to the Engineering on Project CSAH 35	$ 477,750	Revenue-Fund Balance	Professional Services
65	HHS	Supporting Steps Grant approved by County Administrator on 4/16/2024. Adding the approved amount to the HHS Budget Revenue and Expense	$ 17,633	Revenue-Supporting Steps Grant	Payroll accounts and Professional Services
66	HHS	Family Planning Special Projects Grant approved by board on 5/9/2022. This is a 5 year Grant contract. Continuation funds were approved on 1/19/2024. Adjusting the grant to align actual staff cost to budget.	$ -		Payroll accounts , Operating Expense Accounts
67	Compost	Move funds from SCORE Budget to CIP Building Construction Compost Facility Project. This transfer of funds was approved by board on 08/20/2024	$ 311,110	Transfer in & Fund balance	Transfer Out-Building Construction
68	HHS	Opioid Grant approved by board on 7/11/2023 to distribute to seven grantees. Carryover 2023 ending balance to 2024. Net position includes the amount received in 2024 and the disbursed amount to the grantees as of Qtr. 03.	$1,602,418	Misc. Revenue and Fund Balance	Intergovernmental Expense, Misc. Expense and Professional Services
69	HHS	Suicide Prevention Grant approved by board on 3/5/2024. The contract was signed on 5/7/2024. Adding the approved budget to Revenue and Expense	$ 66,667	Revenue-Suicide Prevention Grant	Payroll accounts and Professional Services
70	HHS	Family Home Visiting Grant is a 2 year grant and was approved by board on 7/11/2023. This grant follows the State fiscal year. HHS is requesting carryover from the previous grant period ending June 30th. Expense items are being adjusted to account for the carry-forward amount in the 2nd year of the budgeted expenses (07/01/2024 to 06/30/2025)	$ 13,224	Federal Grants	Payroll accounts, Travel, Conferences & Meetings and Operating Supplies
71	HHS	Child & Teen Checkup Grant approved by board on 10/3/2023. This is a 5 year grant contract. The amendment is for the 2024 portion of the 5 year contract. Adjusting the full time and part time expenses to reflect the actual time spent by staff	$ 12,818	State Grant and Federal Grant	Payroll accounts and Operating Expenses
72	Parks	MN. DNR grant for the management of approximately 70 ash trees in Wright County. Reimbursements will be received in 2025 and go back to reserves fund.	$ 67,575	Dept. 100 Fund Balance	Site Improvements

Row Labels	Sum of Amount
Compost	311,110.00
Corrections	100,000.00
Facilities	80,400.00
FTPS	4,000.00
HHS	1,712,759.91
Highway	575,000.00
Sheriff	115,634.77
Parks	67,575.00
Grand Total	**2,966,479.68**

2024 Budget Amendment Form

Request Type: Operating Line Item Request

Department: Corrections BA 55

Justification: Police Aid disbursements to the Cities. No initial budget for 2024. Increase revenue and expense. Funds are received from the State to cover the disbursements to the Cities. (Net zero effect on the levy)

Budget Year: 2024

Related Items

Revenues

Line Item	Description	Amount
01-201-000-0000-5230	POLICE AID	($115,634.77)
	TOTAL:	(115,634.77)

Expenses

Line Item	Description	Cost
01-201-000-0000-6810	INTERGOVERNMENTAL EXPENSE	$ 115,634.77
	TOTAL:	115,634.77
	Net adjustment	-

Budget Tracking
Finance Reviewed:
Approval Required:
Committee Date:
Board Approval Date:
Posted Date:

2024 Budget Amendment Form

Request Type: Operating Line Item Request

Department: FACILITIES BA 57

Justification: Fund moving Finance department to the 1st floor and Project Administration to the IT Department. Construction bids have been received for the plan and would amount to an estimated $34,500. Board consensus on 10/08/2024 was to move forward with the department moves and pay for the construction and furniture costs out of the fund balance.

Budget Year: 2024

Related Items

Revenues

Line Item	Description	Amount
01-100-000-0000-5911	FUND BALANCE	$34,500.00
01-111-000-0000-5910	TRANSFERS IN	($34,500.00)
	TOTAL:	-

Expenses

Line Item	Description	Cost
01-111-000-0000-6605	SITE IMPROVEMENTS	$ 34,500.00
01-100-000-0000-6910	TRANSFERS OUT	$ (34,500.00)
	TOTAL:	-
	Net adjustment	-

Budget Tracking	
Finance Reviewed:	
Approval Required:	PERSONNEL
Committee Date:	
Board Approval Date:	
Posted Date:	

2024 Budget Amendment Form

Request Type: Operating Line Item Request

Department: Corrections BA 58

Justification: Movement to cover additional professional services as we had fewer equipment needs in 2024 than expected. Request for Object Code transfer, without effect to the levy. To cover expenses related to Professional Services (I.E. document destruction, inmate transports and training expenses).

Budget Year: 2024

Related Items

Revenues

Line Item	Description	Amount
	TOTAL:	-

Expenses

Line Item	Description	Cost
01-250-000-0000-6480	Equipment Less Than $5,000	$ (50,000.00)
01-250-000-0000-6261	Professional Services	$ 50,000.00
	TOTAL:	-
	Net adjustment	-

Budget Tracking
Finance Reviewed:
Approval Required:
Committee Date:
Board Approval Date:
Posted Date:

2024 Budget Amendment Form

Request Type: Operating Line Item Request

Department: Corrections BA 59

Justification: Uncollected Debt is a new expense line in 2024. All uncollected debt comes from corresponding jail revenue lines as it is directly related to inmate fees.

Budget Year: 2024

Related Items

Revenues

Line Item	Description	Amount
01-250-000-0000-5515	FEE PAY TO STAY	($50,000.00)
	TOTAL:	(50,000.00)

Expenses

Line Item	Description	Cost
01-250-000-0000-6887	UNCOLLECTED DEBT (BAD DEBT EXPENSE)	$ 50,000.00
	TOTAL:	50,000.00
	Net adjustment	-

Budget Tracking	
Finance Reviewed:	
Approval Required:	PERSONNEL
Committee Date:	
Board Approval Date:	
Posted Date:	

2024 Budget Amendment Form And Staff Request Form

Request Type:	**Operating Line Item Request**
Department:	**Finance & Taxpayer Services BA 60**

Justification: Staff development training for property tax division. A distribution of funds was received from MnCCC specific for this training.

Related Items

Revenues

Line Item	Description	Amount
01-041-000-0000-5830	MISCELLANEOUS REVENUE	$4,000.00
	TOTAL:	4,000.00

Expenses

Line Item	Description	Cost
01-041-000-0000-6338	CONFERENCES & MEETINGS	$4,000.00
	TOTAL:	4,000.00
	Net adjustment	-

HR Only			
Union	320 Clerical		
Position Grade	8		
Min. Hourly Rate (or requested rate)	$	-	
Wages		-	
% of Year Employment			100.00%
PT Insurance		62	
FT Insurance		-	
PERA - Correctional		-	8.75%
Medicare		-	1.45%
Social Security		-	6.20%
Work Comp		-	2.67%
Current-year Impact	$	62	
Annualized Impact	$	62	

Budget Tracking	
Finance Reviewed:	
Approval Required:	PERSONNEL
Committee Date:	
Board Approval Date:	
Posted Date:	

2024 Budget Amendment Form

Request Type: Operating Line Item Request

Department: FACILITIES BA 62

Justification: Facilities is requesting funds for the LEC Roof projects earlier than 2025 in an effort to maximize bid efficiency and take advantage of contractor interest. Requesting to moving forward with the design now and getting documents to bid for both Phases in 2024. This was approved at the 10/15/2024 Board Meeting.

Budget Year: 2024

Related Items

Revenues

Line Item	Description	Amount
34-150-111-8529-5911	FUND BALANCE	($18,700.00)
34-150-111-8530-5911	FUND BALANCE	($27,200.00)
	TOTAL:	(45,900.00)

Expenses

Line Item	Description	Cost
34-150-111-8529-6602	LEC ROOF REPLACEMENT ADMIN/OFFICE	$ 18,700.00
34-150-111-8530-6602	LEC ROOF REPLACEMENT JAIL	$ 27,200.00
	TOTAL:	45,900.00
	Net adjustment	-

Budget Tracking	
Finance Reviewed:	
Approval Required:	PERSONNEL
Committee Date:	
Board Approval Date:	
Posted Date:	

2024 Budget Amendment Form

Request Type: Operating Line Item Request

Department: Highway Department BA 63

Justification: Amendment to the original contract from WSB for the CSAH 36 reconstruction project. The amendment is needed for the archaeological and historical investigation that we were notified needed to be completed as part of the federal process. We plan to sub-consult with the 106 Group, Inc. to accomplish the tasks. This budget amendment request was approved previously by board on 10/15/2024.

Budget Year: 2024

Related Items

Revenues

Line Item	Description	Amount
03-326-000-0000-5911	USE OF FUND BALANCE	($97,250.00)
	TOTAL:	(97,250.00)

Expenses

Line Item	Description	Cost
03-326-000-0000-6261	PROFESSIONAL SERVICES	$ 97,250.00
	TOTAL:	97,250.00
	Net adjustment	-

Budget Tracking	
Finance Reviewed:	
Approval Required:	PERSONNEL
Committee Date:	
Board Approval Date:	
Posted Date:	

2024 Budget Amendment Form

Request Type: Operating Line Item Request

Department: Highway BA 64

Justification: Change order to WC201104 for $477,750 was approved by the board on 10/15/2024. This is the budget amendment required to complete the change order. This is related to the Engineering on project 35.

Budget Year: 2024

Related Items

Revenues

Line Item	Description	Amount
03-326-000-000-5911-000000	Use of Fund Balance	($477,750.00)
	TOTAL:	(477,750.00)

Expenses

Line Item	Description	Cost
03-326-000-0000-6261-000000	Professional Service	$ 477,750.00
	TOTAL:	477,750.00
	Net adjustment	-

Budget Tracking	
Finance Reviewed:	
Approval Required:	PERSONNEL
Committee Date:	
Board Approval Date:	
Posted Date:	

2024 Budget Amendment Form

Request Type: Operating Line Item Request

Department: Health & Human Services BA 65

Justification: The Supporting Steps grant was approved by the county administrator on 4/16/2024.
The purpose of this Budget Amendment is to add the approved amount to the Wright County HHS Budget.

Budget Year: 2024

Related Items

Revenues

Line Item	Description	Amount
11-450-489-0000-5399	SUPPORTING STEPS GRANT	$ 17,633.00
	TOTAL:	17,633.00

Expenses

Line Item	Description	Cost
11-450-489-0010-6101	Full Time Personnel	
11-450-489-0010-6103	Part Time Personnel	$ 8,548.99
11-450-489-0010-6153	County Share Insurance	$ 1,367.84
11-450-489-0010-6162	Medicare	$ 123.96
11-450-489-0010-6163	PERA Contributions	$ 641.17
11-450-489-0010-6175	Social Security	$ 530.04
11-450-489-0010-6261	Professional Services	$ 6,421.00
	TOTAL:	17,633.00
	Net adjustment	-

Budget Tracking	
Finance Reviewed:	
Approval Required:	PERSONNEL
Committee Date:	
Board Approval Date:	
Posted Date:	

2024 Budget Amendment Form

Request Type:	**Operating Line Item Request**
Department:	**Health & Human Services BA 66**

Justification:

The county board approved the Family Planning Special Projects grant on 05/09/2022. This is a 5 year grant contract.
The county administrator approved continuation funds on 01/09/2024.
The purpose of this budget amendment is to adjust the FPSP Grant to align actual staff cost to budget.
Funds need to be shifted from Travel, Equipment, and Payments for recipients to Office Supplies to change branding from "Family Planning" to "Sexual and Reproductive Health" as required by the Minnesota Department of Health.

Budget Year: **2024**

Related Items

Revenues

Line Item	Description	Amount
	TOTAL:	-

Expenses

Line Item	Description	Cost
11-450-472-0010-6101	FULL TIME SALARY	$ 17,352.93
11-450-472-0010-6103	PART TIME SALARY	$ (17,352.93)
11-450-472-0010-6035	Payments FOR RECIPIENTS	$ (960.00)
11-450-472-0010-6411	OPERATING SUPPLIES	$ 2,201.00
11-450-472-0010-6333	TRAVEL	$ (746.00)
11-450-472-0010-6480	EQUIPMENT	$ (495.00)
	TOTAL:	-
	Net adjustment	-

Budget Tracking	
Finance Reviewed:	
Approval Required:	PERSONNEL
Committee Date:	
Board Approval Date:	
Posted Date:	

2024 Budget Amendment Form

Request Type:	**Operating Line Item Request**
Department:	**Compost Facility**
Justification:	County Board approved the transfer of funds on 08/20/2024 and this budget amendment is needed to complete the transfer. The transfer of funds is used for the Compost Facility Project
Budget Year:	**2024**

Related Items

Revenues

Line Item	Description	Amount
34-150-000-0000-5910	TRANSFER IN	$ (311,110.00)
20-393-000-0000-5911	USE OF FUND BALANCE	$ 311,110.00
	TOTAL:	-

Expenses

Line Item	Description	Cost
20-393-000-0000-6910	TRANSFER OUT	$ (311,110.00)
34-150-000-0000-6602	BUILDING CONSTRUCTION	$ 311,110.00
	TOTAL:	-
	Net adjustment	-

Budget Tracking	
Finance Reviewed:	
Approval Required:	PERSONNEL
Committee Date:	
Board Approval Date:	
Posted Date:	

2024 Budget Amendment Form

Request Type: Operating Line Item Request

Department: Health & Human Services BA 68

Justification:

On 7/11/2023, the Board approved $500,000 in Opioid grants to be distributed to 7 grantees.
The beginning balance in the budget for 2024 was $390,194.97, while $917,418.23 was the actual remaining amount from 2023 and should have been carried forward into 2024, but was not.
In 2024, $1,025,194.97 has been received, and $185,836.37 has been disbursed to the grantees, leaving a net position of $1,756,776.83 as of the end of Q3 2024.
The balance may change due to monthly activity.

Budget Year: 2024

Related Items

Revenues

Line Item	Description	Amount
12-450-000-0000-5830	Miscellaneous revenue (Total receipts less beginning budgeted amount)	$ 685,000.00
12-450-000-0000-5911	Use of Fund Balance	$ 917,418.23
	TOTAL:	1,602,418.23

Expenses

Line Item	Description	Cost
12-450-000-0000-6380-000000	Intergovernmental Expense	$ 200,000.00
12-450-000-0000-6801-000000	Misc. Expense	$ 40,000.00
12-450-000-0000-6261-000000	Professional Services	$ 1,362,418.23
	TOTAL:	1,602,418.23
	Net adjustment	-

Budget Tracking	
Finance Reviewed:	
Approval Required:	PERSONNEL
Committee Date:	
Board Approval Date:	
Posted Date:	

2024 Budget Amendment Form

Request Type: Operating Line Item Request

Department: Health & Human Services BA 69

Justification:

The Suicide Prevention grant was approved by the county board on 03/05/2024.
The contract was signed on 05/07/2024.
The purpose of this budget amendment is to add the approved budget to the Wright County HHS budget.

Budget Year: 2024

Related Items

Revenues

Line Item	Description	Amount
11-450-452-0000-5399	Suicide Prevention Grant	$ 66,667.00
	TOTAL:	66,667.00

Expenses

Line Item	Description	Cost
11-450-472-0010-6101	Full Time Personnel	$ 38,632.86
11-450-472-0010-6103	Part Time Personnel	-
11-450-472-0010-6153	County Share Insurance	6,181.26
11-450-472-0010-6162	Medicare	560.18
11-450-472-0010-6163	PERA Contributions	2,897.46
11-450-472-0010-6175	Social Security	2,395.24
11-450-472-0010-6261	Professional Services	16,000.00
	TOTAL:	66,667.00
	Net adjustment	-

Budget Tracking	
Finance Reviewed:	
Approval Required:	PERSONNEL
Committee Date:	
Board Approval Date:	
Posted Date:	

2024 Budget Amendment Form

Request Type: Operating Line Item Request

Department: Health & Human Services BA 70

Justification:

The Family Home Visiting Grant is a 2 year grant and was approved by the board on 7/11/2023. This grant follows the State fiscal year. HHS is requesting carryover from the previous grant period ending 6/30/2024.
The expense items are being adjusted to account for the carry-forward in the 2nd year of the budgeted expenses (7/1/2024 - 6/30/2025).

Budget Year: 2024

Related Items

Revenues

Line Item	Description	Amount
11-450-474-0000-5484	Carry over from 06/30/2024	$ 13,223.68
	TOTAL:	13,223.68

Expenses

Line Item	Description	Cost
11-450-474-0010-6101	Full Time Personnel	6,714.96
11-450-474-0010-6103	Part Time Personnel	3,459.22
11-450-474-0010-6153	County Share Insurance	3,473.82
11-450-474-0010-6162	Medicare	160.05
11-450-474-0010-6163	PERA Contributions	830.61
11-450-474-0010-6175	Social Security	686.02
11-450-474-0010-6333	Travel Reimbursement-Non Taxable	(500.00)
11-450-474-0010-6338	Conferences Meetings Training	2,450.00
11-450-474-0010-6411	Operating Supplies	(4,051.00)
	TOTAL:	13,223.68
	Net adjustment	-

Budget Tracking
Finance Reviewed:

2024 Budget Amendment Form

Request Type: Operating Line Item Request

Department: Health & Human Services BA 71

Justification:

The county board approved the Child & Teen Checkup grant on 02/03/2023. This is a 5 year grant contract. The budget below is the 2024 portion of the 5 year contract.
The revenue was increased unexpectedly in 2024.
Due to usage in outreach supplies, and underspending in advertising, funds need to be shifted to outreach supplies in order to cover community events in 2024.
The full time and part time expenses are being adjusted to reflect the actual time spent.

Budget Year: 2024

Related Items

Revenues

Line Item	Description	Amount
11-450-473-0000-5325	STATE Grant-CHILD & TEEN CK-UP	$ 6,409.00
11-450-473-0000-5460	FED GRANT-CHILD & TEEN CK-UP	$ 6,409.00
	TOTAL:	12,818.00

Expenses

Line Item	Description	Cost
11-450-473-0010-6101	FULL TIME PERSONNEL	(34,200.00)
11-450-473-0010-6103	PART TIME Personnel	45,673.00
11-450-473-0010-6153	COUNTY SHARE INSURANCE	1,836.00
11-450-473-0010-6162	MEDICARE	166.00
11-450-473-0010-6163	PERA CONTRIBUTIONS	860.00
11-450-473-0010-6175	SOCIAL SECURITY	711.00
11-450-473-0010-6203	TELEPHONE	60.00
11-450-473-0010-6205	POSTAGE	(2,600.00)
11-450-473-0010-6232	PRINTING	400.00
11-450-473-0010-6261	PROFESSIONAL SERVICES	(5,000.00)
11-450-473-0010-6333	TRAVEL	(200.00)
11-450-473-0010-6338	TRAINING	(1,400.00)
11-450-473-0010-6343	EQUIPMENT LEASE	500.00
11-450-473-0010-6411	OPERATING SUPPLIES	2,500.00
11-450-473-0010-6417	OUTREACH SUPPLIES	2,812.00
11-450-473-0010-6480	EQUIPMENT	700.00
	TOTAL:	12,818.00
	Net adjustment	-

Budget Tracking	
Finance Reviewed:	
Approval Required:	PERSONNEL

2024 Budget Amendment Form

Request Type: Operating Line Item Request

Department: Parks Department BA 72

Justification:

The Parks and Recreation Department received a grant for $426,250 Minnesota DNR for the management of ash trees in Wright County. The first portion of this grant is the management of approximately 70 ash trees for a contracted amount of $67,575.

Staff is requesting a budget amendment from reserve funds for the $67,575 amount be deposited into account 01-521-6605. All reimbursements received ($67,575) will be deposited back in the reserve fund in 2025 which is when staff is estimating the DNR will process the County's request. This has a zero effect on the levy.

Budget Year: 2024

Related Items

Revenues

Line Item	Description	Amount
01-100-000-0000-5911	FUND BALANCE	$67,575.00
01-521-000-0000-5910	TRANSFERS IN	($67,575.00)
	TOTAL:	-

Expenses

Line Item	Description	Cost
01-521-000-0000-6605	SITE IMPROVEMENTS	$ 67,575.00
01-100-000-0000-6910	TRANSFERS OUT	$ (67,575.00)
	TOTAL:	-
	Net adjustment	-

Budget Tracking
Finance Reviewed:
Approval Required:
Committee Date:
Board Approval Date:
Posted Date:

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Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Heather Lemieux

Requestor Title
Assistant Finance Director

Department (please use dropdown to select department) *
FINANCE & TAXPAYER SERVICES

Target Meeting Date *
11/19/2024 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
(•) Consent Agenda ( ) Timed Agenda
( ) Item for Consideration

Originator
HML7582

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Acknowledge the October 2024 Budget to Actual Report.

Short Title (what will appear on Agenda outline - 250 character max.) *
Acknowledge the October 2024 Budget to Actual Report.

Value Stream the request primarily aligns with:
Optimize Civic Engagement

Briefly describe how the request aligns with the selected value stream.
The budget and financial reports require the County to be accountable to the public.

Describe the impact on staffing resources.
NA

Fiscal Impact:

Background/Justification:

Route for Review and Approval

- [ ] County Administrator
- [x] Assistant County Administrator
- [ ] Finance Review
- [ ] Legal Review
- [ ] Risk Mgmt Review
- [ ] Skip Workflow

Agenda Item Attachments (0)

Document Name	Attachment Type

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision
Approved

Notes

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	AMENDED BUDGET	PTD Actual 24-Oct	YTD Actual 24-Oct	Balance	% Remaining	% of Year
01						
000 - NONE						
Revenue						
01-000-000-0000-5710 EARNINGS ON INVESTMENTS	$ -	$ -	$ (213,470.67)	$ 213,470.67	0.00%	83.3%
01-000-000-0000-5711 INVESTMENT INCOME GASB 31	$ -	$ -	$ (1,867,745.03)	$ 1,867,745.03	0.00%	83.3%
Revenue Total	$ -	$ -	$ (2,081,215.70)	$ 2,081,215.70	0.00%	83.3%
Expenditure						
01-000-000-0000-6382 FREIGHT ACCOUNTS	$ -	$ -	$ (22.38)	$ 22.38	0.00%	83.3%
01-000-000-0000-6801 MISCELLANEOUS EXPENSE	$ -	$ 2,470.69	$ 43,640.86	$ (43,640.86)	0.00%	83.3%
01-000-000-0000-6859 MISCELLANEOUS EXPENSES	$ -	$ -	$ (38.25)	$ 38.25	0.00%	83.3%
Expenditure Total	$ -	$ 2,470.69	$ 43,580.23	$ (43,580.23)	0.00%	83.3%
000 - NONE Total	**$ -**	**$ 2,470.69**	**$ (2,037,635.47)**	**$ 2,037,635.47**	**0.00%**	**83.3%**
005 - COUNTY BOARD						
Revenue						
01-005-000-0000-5001 PROPERTY TAXES - CURRENT	$ (517,185.00)	$ -	$ (273,340.47)	$ (243,844.53)	47.15%	83.3%
01-005-000-0000-5910 TRANSFERS IN	$ (600.00)	$ -	$ -	$ (600.00)	100.00%	83.3%
Revenue Total	$ (517,785.00)	$ -	$ (273,340.47)	$ (244,444.53)	47.21%	83.3%
Expenditure						
01-005-000-0000-6101 FULL TIME PERSONNEL	$ 356,981.00	$ 27,624.00	$ 289,290.00	$ 67,691.00	18.96%	83.3%
01-005-000-0000-6116 DEFERRED COMPSENATION - CTY PORTION	$ 600.00	$ 50.00	$ 1,100.00	$ (500.00)	-83.33%	83.3%
01-005-000-0000-6153 COUNTY SHARE INSURANCE	$ 97,745.00	$ 8,112.39	$ 81,123.90	$ 16,621.10	17.00%	83.3%
01-005-000-0000-6162 MEDICARE	$ 5,182.00	$ 380.11	$ 3,990.22	$ 1,191.78	23.00%	83.3%
01-005-000-0000-6163 PERA CONTRIBUTIONS	$ 18,270.00	$ 1,381.20	$ 14,464.50	$ 3,805.50	20.83%	83.3%
01-005-000-0000-6175 SOCIAL SECURITY	$ 22,157.00	$ 1,625.24	$ 17,061.58	$ 5,095.42	23.00%	83.3%
01-005-000-0000-6203 TELEPHONE	$ 3,200.00	$ 4.07	$ 554.91	$ 2,645.09	82.66%	83.3%
01-005-000-0000-6205 POSTAGE	$ 100.00	$ -	$ -	$ 100.00	100.00%	83.3%
01-005-000-0000-6301 REPAIRS & MAINTENANCE	$ -	$ -	$ 807.58	$ (807.58)	0.00%	83.3%
01-005-000-0000-6333 TRAVEL REIMBURSEMENT	$ -	$ -	$ (602.33)	$ 602.33	0.00%	83.3%
01-005-000-0000-6334 MEALS - TAXABLE	$ 100.00	$ -	$ -	$ 100.00	100.00%	83.3%
01-005-000-0000-6338 CONFERENCES & MEETINGS	$ -	$ -	$ 602.33	$ (602.33)	0.00%	83.3%
01-005-000-0000-6410 OFFICE SUPPLIES	$ 200.00	$ -	$ 94.88	$ 105.12	52.56%	83.3%
01-005-000-0000-6411 OPERATING SUPPLIES	$ -	$ -	$ 105.21	$ (105.21)	0.00%	83.3%
01-005-000-0000-6480 EQUIPMENT LESS THAN $5,000	$ 1,250.00	$ -	$ -	$ 1,250.00	100.00%	83.3%
01-005-000-0000-6801 MISCELLANEOUS EXPENSE	$ -	$ -	$ 60.00	$ (60.00)	0.00%	83.3%
Expenditure Total	$ 505,785.00	$ 39,177.01	$ 408,652.78	$ 97,132.22	19.20%	83.3%
005 - COUNTY BOARD Total	**$ (12,000.00)**	**$ 39,177.01**	**$ 135,312.31**	**$ (147,312.31)**	**1227.60%**	**83.3%**
005 - COUNTY BOARD District 1						
Expenditure						

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01-005-000-0000-6203 TELEPHONE	$ -	$ 41.39	$ 288.89	$ (288.89)	0.00%	83.3%
01-005-000-0000-6333 TRAVEL REIMBURSEMENT	$ -	$ 17.13	$ 317.74	$ (317.74)	0.00%	83.3%
01-005-000-0000-6338 CONFERENCES & MEETINGS	$ 2,400.00	$ 619.44	$ 2,492.72	$ (92.72)	-3.86%	83.3%
01-005-000-0000-6411 OPERATING SUPPLIES	$ -	$ -	$ 53.00	$ (53.00)	0.00%	83.3%
Expenditure Total	$ 2,400.00	$ 677.96	$ 3,152.35	$ (752.35)	-31.35%	83.3%
005 - COUNTY BOARD District 1 Total	**$ 2,400.00**	**$ 677.96**	**$ 3,152.35**	**$ (752.35)**	**-31.35%**	**83.3%**
005 - COUNTY BOARD District 2						
Expenditure						
01-005-000-0000-6203 TELEPHONE	$ -	$ 46.08	$ 321.85	$ (321.85)	0.00%	83.3%
01-005-000-0000-6338 CONFERENCES & MEETINGS	$ 2,400.00	$ -	$ 375.00	$ 2,025.00	84.38%	83.3%
Expenditure Total	$ 2,400.00	$ 46.08	$ 696.85	$ 1,703.15	70.96%	83.3%
005 - COUNTY BOARD District 2 Total	**$ 2,400.00**	**$ 46.08**	**$ 696.85**	**$ 1,703.15**	**70.96%**	**83.3%**
005 - COUNTY BOARD District 3						
Expenditure						
01-005-000-0000-6203 TELEPHONE	$ -	$ 41.39	$ 368.02	$ (368.02)	0.00%	83.3%
01-005-000-0000-6338 CONFERENCES & MEETINGS	$ 2,400.00	$ -	$ 1,395.56	$ 1,004.44	41.85%	83.3%
01-005-000-0000-6480 EQUIPMENT LESS THAN $5,000	$ -	$ -	$ (100.00)	$ 100.00	0.00%	83.3%
01-005-000-0000-6801 MISCELLANEOUS EXPENSE	$ -	$ -	$ 55.00	$ (55.00)	0.00%	83.3%
Expenditure Total	$ 2,400.00	$ 41.39	$ 1,718.58	$ 681.42	28.39%	83.3%
005 - COUNTY BOARD District 3 Total	**$ 2,400.00**	**$ 41.39**	**$ 1,718.58**	**$ 681.42**	**28.39%**	**83.3%**
005 - COUNTY BOARD District 4						
Expenditure						
01-005-000-0000-6203 TELEPHONE	$ -	$ 41.39	$ 288.89	$ (288.89)	0.00%	83.3%
01-005-000-0000-6333 TRAVEL REIMBURSEMENT	$ -	$ -	$ 135.96	$ (135.96)	0.00%	83.3%
01-005-000-0000-6338 CONFERENCES & MEETINGS	$ 2,400.00	$ 316.72	$ 1,781.03	$ 618.97	25.79%	83.3%
Expenditure Total	$ 2,400.00	$ 358.11	$ 2,205.88	$ 194.12	8.09%	83.3%
005 - COUNTY BOARD District 4 Total	**$ 2,400.00**	**$ 358.11**	**$ 2,205.88**	**$ 194.12**	**8.09%**	**83.3%**
005 - COUNTY BOARD District 5						
Expenditure						
01-005-000-0000-6203 TELEPHONE	$ -	$ 44.84	$ 357.91	$ (357.91)	0.00%	83.3%
01-005-000-0000-6333 TRAVEL REIMBURSEMENT	$ -	$ -	$ 165.76	$ (165.76)	0.00%	83.3%
01-005-000-0000-6338 CONFERENCES & MEETINGS	$ 2,400.00	$ -	$ 224.32	$ 2,175.68	90.65%	83.3%
Expenditure Total	$ 2,400.00	$ 44.84	$ 747.99	$ 1,652.01	68.83%	83.3%
005 - COUNTY BOARD District 5 Total	**$ 2,400.00**	**$ 44.84**	**$ 747.99**	**$ 1,652.01**	**68.83%**	**83.3%**
013 - COURT ADMINISTRATOR						
Revenue						
01-013-000-0000-5001 PROPERTY TAXES - CURRENT	$ (375,000.00)	$ -	$ (197,735.67)	$ (177,264.33)	47.27%	83.3%
01-013-000-0000-5801 REFUNDS AND REIMBURSEMENTS	$ (24,200.00)	$ (125.00)	$ (1,125.00)	$ (23,075.00)	95.35%	83.3%
Revenue Total	$ (399,200.00)	$ (125.00)	$ (198,860.67)	$ (200,339.33)	50.19%	83.3%
Expenditure						

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01-013-000-0000-6203 TELEPHONE	$ 24,000.00	$ 13.42	$ 1,137.89	$ 22,862.11	95.26%	83.3%
01-013-000-0000-6205 POSTAGE	$ 200.00	$ -	$ -	$ 200.00	100.00%	83.3%
01-013-000-0000-6261 PROFESSIONAL SERVICES	$ 45,000.00	$ 1,386.79	$ 22,589.66	$ 22,410.34	49.80%	83.3%
01-013-000-0000-6270 COURT APPOINTED COUNSEL	$ 330,000.00	$ 74,483.40	$ 312,827.03	$ 17,172.97	5.20%	83.3%
Expenditure Total	$ 399,200.00	$ 75,883.61	$ 336,554.58	$ 62,645.42	15.69%	83.3%
013 - COURT ADMINISTRATOR Total	**$ -**	**$ 75,758.61**	**$ 137,693.91**	**$ (137,693.91)**	**0.00%**	**83.3%**
025 - COURT SERVICES						
Revenue						
01-025-000-0000-5001 PROPERTY TAXES - CURRENT	$ (4,197,044.00)	$ -	$ (2,218,710.52)	$ (1,978,333.48)	47.14%	83.3%
01-025-000-0000-5229 STATE SHARED REVENUE	$ (1,512,219.00)	$ (252,036.32)	$ (1,260,182.64)	$ (252,036.36)	16.67%	83.3%
01-025-000-0000-5344 STATE GRANTS	$ (22,000.00)	$ -	$ (7,243.50)	$ (14,756.50)	67.08%	83.3%
01-025-000-0000-5402 FED GRANTS - JUVENILE ACCOUNTABILITY BLO	$ (197,300.00)	$ (25,701.43)	$ (220,249.31)	$ 22,949.31	-11.63%	83.3%
01-025-000-0000-5501 FEES AND SERVICE CHARGES	$ (418,000.00)	$ (37,885.00)	$ (454,206.82)	$ 36,206.82	-8.66%	83.3%
01-025-000-0000-5535 CHEMICAL DEPENDENCY	$ (20,000.00)	$ (1,725.00)	$ (20,290.87)	$ 290.87	-1.45%	83.3%
01-025-000-0000-5557 RANDOM DRUG TESTING FEES	$ (41,000.00)	$ (1,835.00)	$ (19,916.89)	$ (21,083.11)	51.42%	83.3%
01-025-000-0000-5757 CONTRIBUTIONS - DEDICATED	$ -	$ -	$ (50.00)	$ 50.00	0.00%	83.3%
01-025-000-0000-5830 MISCELLANEOUS REVENUE	$ (288,722.00)	$ (14,153.01)	$ (290,703.89)	$ 1,981.89	-0.69%	83.3%
01-025-000-0000-5910 TRANSFERS IN	$ (68,464.34)	$ -	$ -	$ (68,464.34)	100.00%	83.3%
Revenue Total	$ (6,764,749.34)	$ (333,335.76)	$ (4,491,554.44)	$ (2,273,194.90)	33.60%	83.3%
Expenditure						
01-025-000-0000-6101 FULL TIME PERSONNEL	$ 3,549,051.00	$ 268,224.76	$ 2,697,176.68	$ 851,874.32	24.00%	83.3%
01-025-000-0000-6116 DEFERRED COMPSENATION - CTY PORTION	$ 14,557.50	$ 547.50	$ 9,693.75	$ 4,863.75	33.41%	83.3%
01-025-000-0000-6119 FLOATING HOLIDAY 2	$ -	$ -	$ 19,285.04	$ (19,285.04)	0.00%	83.3%
01-025-000-0000-6120 EXTENDED SICK LEAVE	$ -	$ -	$ 7,898.76	$ (7,898.76)	0.00%	83.3%
01-025-000-0000-6123 PAID TIME OFF LEAVE	$ -	$ 23,172.78	$ 336,478.81	$ (336,478.81)	0.00%	83.3%
01-025-000-0000-6153 COUNTY SHARE INSURANCE	$ 692,556.00	$ 56,540.36	$ 566,925.04	$ 125,630.96	18.14%	83.3%
01-025-000-0000-6162 MEDICARE	$ 51,461.51	$ 4,061.03	$ 42,789.66	$ 8,671.85	16.85%	83.3%
01-025-000-0000-6163 PERA CONTRIBUTIONS	$ 268,058.38	$ 21,983.69	$ 229,691.81	$ 38,366.57	14.31%	83.3%
01-025-000-0000-6175 SOCIAL SECURITY	$ 220,137.95	$ 17,364.44	$ 182,962.64	$ 37,175.31	16.89%	83.3%
01-025-000-0000-6203 TELEPHONE	$ 26,400.00	$ 2,040.20	$ 22,076.10	$ 4,323.90	16.38%	83.3%
01-025-000-0000-6205 POSTAGE	$ 5,000.00	$ 503.00	$ 4,424.98	$ 575.02	11.50%	83.3%
01-025-000-0000-6233 PHOTOCOPYING	$ 1,500.00	$ -	$ -	$ 1,500.00	100.00%	83.3%
01-025-000-0000-6235 PUBLICATIONS & BROCHURES	$ 300.00	$ -	$ 170.55	$ 129.45	43.15%	83.3%
01-025-000-0000-6245 MEMBERSHIPS, DUES & FEES	$ 4,300.00	$ 240.00	$ 3,566.00	$ 734.00	17.07%	83.3%
01-025-000-0000-6260 SOFTWARE SYSTEMS SUPPORT	$ 50,380.00	$ -	$ 20,883.53	$ 29,496.47	58.55%	83.3%
01-025-000-0000-6261 PROFESSIONAL SERVICES	$ 171,099.00	$ 2,178.05	$ 148,244.45	$ 22,854.55	13.36%	83.3%
01-025-000-0000-6263 RANDOM DRUG TESTING	$ 52,430.00	$ 2,280.00	$ 19,719.83	$ 32,710.17	62.39%	83.3%
01-025-000-0000-6265 DETENTION & PLACEMENTS	$ 1,321,084.00	$ 67,718.30	$ 657,470.32	$ 663,613.68	50.23%	83.3%
01-025-000-0000-6272 APPROPRIATIONS	$ 30,000.00	$ -	$ 30,000.00	$ -	0.00%	83.3%
01-025-000-0000-6301 REPAIRS & MAINTENANCE	$ 1,200.00	$ -	$ -	$ 1,200.00	100.00%	83.3%

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01-025-000-0000-6305	800MHZ MAINTENANCE EXPENSE	$ -	$ -	$ 105.00	$ (105.00)	0.00%	83.3%
01-025-000-0000-6333	TRAVEL REIMBURSEMENT	$ 44,180.00	$ -	$ 3,461.57	$ 40,718.43	92.16%	83.3%
01-025-000-0000-6334	MEALS - TAXABLE	$ 400.00	$ -	$ 296.62	$ 103.38	25.85%	83.3%
01-025-000-0000-6338	CONFERENCES & MEETINGS	$ 71,505.00	$ 1,350.00	$ 33,279.68	$ 38,225.32	53.46%	83.3%
01-025-000-0000-6359	SURCHARGES	$ 6,500.00	$ 430.98	$ 5,840.34	$ 659.66	10.15%	83.3%
01-025-000-0000-6365	OTHER PROGRAM CHARGES	$ 125,000.00	$ (583.18)	$ 83,894.08	$ 41,105.92	32.88%	83.3%
01-025-000-0000-6410	OFFICE SUPPLIES	$ 10,000.00	$ 375.55	$ 4,546.97	$ 5,453.03	54.53%	83.3%
01-025-000-0000-6411	OPERATING SUPPLIES	$ -	$ 305.00	$ 821.59	$ (821.59)	0.00%	83.3%
01-025-000-0000-6451	FUEL - LUBE ETC	$ -	$ -	$ 67.24	$ (67.24)	0.00%	83.3%
01-025-000-0000-6480	EQUIPMENT LESS THAN $5,000	$ 47,649.00	$ 8,450.54	$ 18,037.19	$ 29,611.81	62.15%	83.3%
Expenditure Total		$ 6,764,749.34	$ 477,183.00	$ 5,149,808.23	$ 1,614,941.11	23.87%	83.3%
025 - COURT SERVICES Total		**$ (0.00)**	**$ 143,847.24**	**$ 658,253.79**	**$ (658,253.79)**	**0.00%**	**83.3%**
031 - COUNTY ADMINISTRATOR							
Revenue							
01-031-000-0000-5001	PROPERTY TAXES - CURRENT	$ (1,327,559.00)	$ -	$ (700,798.47)	$ (626,760.53)	47.21%	83.3%
01-031-000-0000-5830	MISCELLANEOUS REVENUE	$ (100.00)	$ (18.62)	$ (210.42)	$ 110.42	-110.42%	83.3%
01-031-000-0000-5910	TRANSFERS IN	$ (3,195.00)	$ -	$ -	$ (3,195.00)	100.00%	83.3%
01-031-000-0000-5911	USE OF FUND BALANCE	$ (2,576.22)	$ -	$ -	$ (2,576.22)	100.00%	83.3%
Revenue Total		$ (1,333,430.22)	$ (18.62)	$ (701,008.89)	$ (632,421.33)	47.43%	83.3%
Expenditure							
01-031-000-0000-6101	FULL TIME PERSONNEL	$ 957,630.00	$ 58,018.37	$ 718,406.82	$ 239,223.18	24.98%	83.3%
01-031-000-0000-6106	OVERTIME	$ 2,279.00	$ -	$ 35.96	$ 2,243.04	98.42%	83.3%
01-031-000-0000-6116	DEFERRED COMPSENATION - CTY PORTION	$ 3,195.00	$ 50.00	$ 2,137.50	$ 1,057.50	33.10%	83.3%
01-031-000-0000-6119	FLOATING HOLIDAY 2	$ -	$ -	$ 4,138.48	$ (4,138.48)	0.00%	83.3%
01-031-000-0000-6120	EXTENDED SICK LEAVE	$ -	$ -	$ 9,533.48	$ (9,533.48)	0.00%	83.3%
01-031-000-0000-6121	COMPENSATORY LEAVE	$ -	$ 107.88	$ 1,070.22	$ (1,070.22)	0.00%	83.3%
01-031-000-0000-6123	PAID TIME OFF LEAVE	$ -	$ 2,412.79	$ 94,745.67	$ (94,745.67)	0.00%	83.3%
01-031-000-0000-6153	COUNTY SHARE INSURANCE	$ 188,608.00	$ 12,081.55	$ 126,762.30	$ 61,845.70	32.79%	83.3%
01-031-000-0000-6162	MEDICARE	$ 13,886.00	$ 832.25	$ 10,680.46	$ 3,205.54	23.08%	83.3%
01-031-000-0000-6163	PERA CONTRIBUTIONS	$ 71,822.00	$ 4,540.41	$ 49,478.23	$ 22,343.77	31.11%	83.3%
01-031-000-0000-6175	SOCIAL SECURITY	$ 59,374.00	$ 3,558.59	$ 43,365.81	$ 16,008.19	26.96%	83.3%
01-031-000-0000-6203	TELEPHONE	$ 4,000.00	$ 424.32	$ 3,521.83	$ 478.17	11.95%	83.3%
01-031-000-0000-6205	POSTAGE	$ 500.00	$ 33.71	$ 563.91	$ (63.91)	-12.78%	83.3%
01-031-000-0000-6235	PUBLICATIONS & BROCHURES	$ 2,500.00	$ -	$ 996.56	$ 1,503.44	60.14%	83.3%
01-031-000-0000-6245	MEMBERSHIPS, DUES & FEES	$ 2,520.00	$ -	$ 1,490.99	$ 1,029.01	40.83%	83.3%
01-031-000-0000-6260	SOFTWARE SYSTEMS SUPPORT	$ 2,800.00	$ -	$ 637.99	$ 2,162.01	77.21%	83.3%
01-031-000-0000-6333	TRAVEL REIMBURSEMENT	$ 1,000.00	$ -	$ 621.25	$ 378.75	37.88%	83.3%
01-031-000-0000-6334	MEALS - TAXABLE	$ -	$ -	$ 43.89	$ (43.89)	0.00%	83.3%
01-031-000-0000-6338	CONFERENCES & MEETINGS	$ 8,750.00	$ 665.00	$ 3,492.01	$ 5,257.99	60.09%	83.3%
01-031-000-0000-6410	OFFICE SUPPLIES	$ 6,400.00	$ 392.92	$ 1,735.00	$ 4,665.00	72.89%	83.3%

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01-031-000-0000-6411 OPERATING SUPPLIES	$ 5,076.22	$ 265.47	$ 3,340.92	$ 1,735.30	34.18%	83.3%
01-031-000-0000-6480 EQUIPMENT LESS THAN $5,000	$ 3,090.00	$ -	$ 1,875.66	$ 1,214.34	39.30%	83.3%
01-031-000-0000-6801 MISCELLANEOUS EXPENSE	$ -	$ -	$ 96.22	$ (96.22)	0.00%	83.3%
Expenditure Total	$ 1,333,430.22	$ 83,383.26	$ 1,078,771.16	$ 254,659.06	19.10%	83.3%
031 - COUNTY ADMINISTRATOR Total	**$ 0.00**	**$ 83,364.64**	**$ 377,762.27**	**$ (377,762.27)**	**0.00%**	**83.3%**
032 - HUMAN RESOURCES						
Revenue						
01-032-000-0000-5001 PROPERTY TAXES - CURRENT	$ (1,038,821.00)	$ -	$ (549,588.84)	$ (489,232.16)	47.09%	83.3%
01-032-000-0000-5910 TRANSFERS IN	$ (27,135.84)	$ -	$ -	$ (27,135.84)	100.00%	83.3%
01-032-000-0000-5911 USE OF FUND BALANCE	$ (20,000.00)	$ -	$ -	$ (20,000.00)	100.00%	83.3%
Revenue Total	$ (1,085,956.84)	$ -	$ (549,588.84)	$ (536,368.00)	49.39%	83.3%
Expenditure						
01-032-000-0000-6101 FULL TIME PERSONNEL	$ 754,133.20	$ 53,743.11	$ 535,179.90	$ 218,953.30	29.03%	83.3%
01-032-000-0000-6116 DEFERRED COMPSENATION - CTY PORTION	$ 2,000.00	$ 210.00	$ 2,340.00	$ (340.00)	-17.00%	83.3%
01-032-000-0000-6119 FLOATING HOLIDAY 2	$ -	$ -	$ 6,280.36	$ (6,280.36)	0.00%	83.3%
01-032-000-0000-6123 PAID TIME OFF LEAVE	$ -	$ 3,855.29	$ 57,450.54	$ (57,450.54)	0.00%	83.3%
01-032-000-0000-6153 COUNTY SHARE INSURANCE	$ 148,148.00	$ 13,266.99	$ 132,669.90	$ 15,478.10	10.45%	83.3%
01-032-000-0000-6162 MEDICARE	$ 10,934.85	$ 795.25	$ 8,284.65	$ 2,650.20	24.24%	83.3%
01-032-000-0000-6163 PERA CONTRIBUTIONS	$ 56,560.07	$ 4,319.88	$ 44,918.31	$ 11,641.76	20.58%	83.3%
01-032-000-0000-6175 SOCIAL SECURITY	$ 46,755.72	$ 3,400.38	$ 35,424.04	$ 11,331.68	24.24%	83.3%
01-032-000-0000-6203 TELEPHONE	$ 2,000.00	$ 146.39	$ 1,462.61	$ 537.39	26.87%	83.3%
01-032-000-0000-6205 POSTAGE	$ 1,000.00	$ -	$ -	$ 1,000.00	100.00%	83.3%
01-032-000-0000-6235 PUBLICATIONS & BROCHURES	$ 4,000.00	$ -	$ 149.00	$ 3,851.00	96.28%	83.3%
01-032-000-0000-6242 NEWSPAPER ADS / ADVERTISING	$ 500.00	$ -	$ 495.00	$ 5.00	1.00%	83.3%
01-032-000-0000-6245 MEMBERSHIPS, DUES & FEES	$ 3,250.00	$ -	$ 1,079.39	$ 2,170.61	66.79%	83.3%
01-032-000-0000-6260 SOFTWARE SYSTEMS SUPPORT	$ 27,575.00	$ -	$ 18,924.15	$ 8,650.85	31.37%	83.3%
01-032-000-0000-6333 TRAVEL REIMBURSEMENT	$ 500.00	$ -	$ -	$ 500.00	100.00%	83.3%
01-032-000-0000-6334 MEALS - TAXABLE	$ 100.00	$ -	$ -	$ 100.00	100.00%	83.3%
01-032-000-0000-6338 CONFERENCES & MEETINGS	$ 8,000.00	$ 729.08	$ 4,436.48	$ 3,563.52	44.54%	83.3%
01-032-000-0000-6842 BOOT / SAFETY GEAR	$ 500.00	$ 289.90	$ 289.90	$ 210.10	42.02%	83.3%
01-032-000-0000-6912 SAFETY PROGRAM	$ 20,000.00	$ -	$ 5,250.00	$ 14,750.00	73.75%	83.3%
Expenditure Total	$ 1,085,956.84	$ 80,756.27	$ 854,634.23	$ 231,322.61	21.30%	83.3%
032 - HUMAN RESOURCES Total	**$ (0.00)**	**$ 80,756.27**	**$ 305,045.39**	**$ (305,045.39)**	**0.00%**	**83.3%**
033 - PROJECT ADMINISTRATION						
Revenue						
01-033-000-0000-5001 PROPERTY TAXES - CURRENT	$ (1,180,743.00)	$ -	$ (625,193.66)	$ (555,549.34)	47.05%	83.3%
01-033-000-0000-5830 MISCELLANEOUS REVENUE	$ (4,000.00)	$ -	$ (5,025.00)	$ 1,025.00	-25.63%	83.3%
01-033-000-0000-5910 TRANSFERS IN	$ (13,794.50)	$ -	$ -	$ (13,794.50)	100.00%	83.3%
Revenue Total	$ (1,198,537.50)	$ -	$ (630,218.66)	$ (568,318.84)	47.42%	83.3%
Expenditure						

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01-033-000-0000-6101	FULL TIME PERSONNEL	$	825,745.00	$	57,615.93	$	602,718.17	$	223,026.83	27.01%	83.3%
01-033-000-0000-6104	TEMPORARY PERSONNEL	$	10,000.00	$	720.00	$	8,109.00	$	1,891.00	18.91%	83.3%
01-033-000-0000-6106	OVERTIME	$	500.00	$	58.89	$	1,242.79	$	(742.79)	-148.56%	83.3%
01-033-000-0000-6116	DEFERRED COMPSENATION - CTY PORTION	$	2,449.50	$	200.00	$	2,092.25	$	357.25	14.58%	83.3%
01-033-000-0000-6119	FLOATING HOLIDAY 2	$	-	$	-	$	7,574.28	$	(7,574.28)	0.00%	83.3%
01-033-000-0000-6123	PAID TIME OFF LEAVE	$	-	$	1,356.84	$	41,327.01	$	(41,327.01)	0.00%	83.3%
01-033-000-0000-6153	COUNTY SHARE INSURANCE	$	180,422.00	$	12,470.99	$	129,684.07	$	50,737.93	28.12%	83.3%
01-033-000-0000-6162	MEDICARE	$	11,973.00	$	845.31	$	9,356.50	$	2,616.50	21.85%	83.3%
01-033-000-0000-6163	PERA CONTRIBUTIONS	$	61,931.00	$	4,427.37	$	48,604.30	$	13,326.70	21.52%	83.3%
01-033-000-0000-6175	SOCIAL SECURITY	$	51,197.00	$	3,614.44	$	40,007.07	$	11,189.93	21.86%	83.3%
01-033-000-0000-6203	TELEPHONE	$	4,100.00	$	216.95	$	2,273.68	$	1,826.32	44.54%	83.3%
01-033-000-0000-6245	MEMBERSHIPS, DUES & FEES	$	450.00	$	-	$	209.00	$	241.00	53.56%	83.3%
01-033-000-0000-6261	PROFESSIONAL SERVICES	$	8,800.00	$	-	$	4,230.00	$	4,570.00	51.93%	83.3%
01-033-000-0000-6301	REPAIRS & MAINTENANCE	$	500.00	$	-	$	-	$	500.00	100.00%	83.3%
01-033-000-0000-6333	TRAVEL REIMBURSEMENT	$	500.00	$	-	$	100.47	$	399.53	79.91%	83.3%
01-033-000-0000-6334	MEALS - TAXABLE	$	125.00	$	44.13	$	161.13	$	(36.13)	-28.90%	83.3%
01-033-000-0000-6338	CONFERENCES & MEETINGS	$	32,365.00	$	6,932.96	$	21,955.85	$	10,409.15	32.16%	83.3%
01-033-000-0000-6359	SURCHARGES	$	250.00	$	-	$	-	$	250.00	100.00%	83.3%
01-033-000-0000-6410	OFFICE SUPPLIES	$	-	$	-	$	55.08	$	(55.08)	0.00%	83.3%
01-033-000-0000-6411	OPERATING SUPPLIES	$	1,000.00	$	-	$	385.86	$	614.14	61.41%	83.3%
01-033-000-0000-6480	EQUIPMENT LESS THAN $5,000	$	4,480.00	$	-	$	1,418.99	$	3,061.01	68.33%	83.3%
01-033-000-0000-6485	SOFTWARE AND SYSTEM SUPPORT LESS THAN $50,000	$	700.00	$	-	$	-	$	700.00	100.00%	83.3%
01-033-000-0000-6806	UNIFORM ALLOWANCE	$	300.00	$	-	$	-	$	300.00	100.00%	83.3%
01-033-000-0000-6842	BOOT / SAFETY GEAR	$	750.00	$	-	$	-	$	750.00	100.00%	83.3%
Expenditure Total		$	1,198,537.50	$	88,503.81	$	921,505.50	$	277,032.00	23.11%	83.3%
033 - PROJECT ADMINISTRATION Total		**$**	**-**	**$**	**88,503.81**	**$**	**291,286.84**	**$**	**(291,286.84)**	**0.00%**	**83.3%**
041 - FINANCE AND TAXPAYER SERVICES											
Revenue											
01-041-000-0000-5001	PROPERTY TAXES - CURRENT	$	(4,281,639.00)	$	-	$	(2,262,328.68)	$	(2,019,310.32)	47.16%	83.3%
01-041-000-0000-5101	GAME & FISH COMMISSIONS & FEES	$	(300.00)	$	(28.75)	$	(266.75)	$	(33.25)	11.08%	83.3%
01-041-000-0000-5108	AUCTIONEER LICENSES	$	(280.00)	$	-	$	(140.00)	$	(140.00)	50.00%	83.3%
01-041-000-0000-5109	LIQUOR LICENSES	$	(18,157.00)	$	-	$	(14,153.01)	$	(4,003.99)	22.05%	83.3%
01-041-000-0000-5110	BEER LICENSES	$	(62.00)	$	-	$	-	$	(62.00)	100.00%	83.3%
01-041-000-0000-5113	PRECIOUS METAL DEALERS LICENSE	$	(40.00)	$	-	$	-	$	(40.00)	100.00%	83.3%
01-041-000-0000-5114	FIREWORKS PERMIT	$	(100.00)	$	-	$	(100.00)	$	-	0.00%	83.3%
01-041-000-0000-5117	TOBACCO LICENSE	$	(6,225.00)	$	-	$	(1,633.64)	$	(4,591.36)	73.76%	83.3%
01-041-000-0000-5118	MISCELLANEOUS PERMITS	$	-	$	-	$	(520.00)	$	520.00	0.00%	83.3%
01-041-000-0000-5327	STATE GRANTS 2	$	-	$	-	$	(111,677.81)	$	111,677.81	0.00%	83.3%
01-041-000-0000-5501	FEES AND SERVICE CHARGES	$	(139,400.00)	$	(9,023.66)	$	(105,735.74)	$	(33,664.26)	24.15%	83.3%
01-041-000-0000-5502	FEE - FILING FEES	$	(1,500.00)	$	-	$	(1,410.00)	$	(90.00)	6.00%	83.3%

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01-041-000-0000-5504 FEES AND SERVICE CHARGES	$ (172,500.00)	$ (16,406.00)	$ (176,552.35)	$ 4,052.35	-2.35%	83.3%
01-041-000-0000-5508 FEE - FOR SERVICE DL/MV/DNR	$ (708,000.00)	$ (63,399.16)	$ (670,547.25)	$ (37,452.75)	5.29%	83.3%
01-041-000-0000-5509 INACTIVE FEES AND SERVICES 6	$ -	$ (302.25)	$ (2,793.58)	$ 2,793.58	0.00%	83.3%
01-041-000-0000-5528 INTRA COUNTY SERVICES - HIGHWAY	$ (595,786.00)	$ -	$ 76,218.41	$ (672,004.41)	112.79%	83.3%
01-041-000-0000-5579 DRIVER LICENSE	$ (37,440.00)	$ (2,400.00)	$ (25,290.00)	$ (12,150.00)	32.45%	83.3%
01-041-000-0000-5801 REFUNDS AND REIMBURSEMENTS	$ (46,100.00)	$ -	$ (87,201.03)	$ 41,101.03	-89.16%	83.3%
01-041-000-0000-5805 PERSONAL CHECK	$ (19,000.00)	$ -	$ (18,171.07)	$ (828.93)	4.36%	83.3%
01-041-000-0000-5830 MISCELLANEOUS REVENUE	$ (8,400.00)	$ (350.86)	$ (28,489.72)	$ 20,089.72	-239.16%	83.3%
01-041-000-0000-5910 TRANSFERS IN	$ (38,202.94)	$ -	$ -	$ (38,202.94)	100.00%	83.3%
01-041-000-0000-5911 USE OF FUND BALANCE	$ (343,354.45)	$ -	$ -	$ (343,354.45)	100.00%	83.3%
Revenue Total	$ (6,416,486.39)	$ (91,910.68)	$ (3,430,792.22)	$ (2,985,694.17)	46.53%	83.3%
Expenditure						
01-041-000-0000-6101 FULL TIME PERSONNEL	$ 3,518,872.00	$ 219,041.62	$ 2,295,062.56	$ 1,223,809.44	34.78%	83.3%
01-041-000-0000-6104 TEMPORARY PERSONNEL	$ 65,200.00	$ 12,359.00	$ 20,510.50	$ 44,689.50	68.54%	83.3%
01-041-000-0000-6105 HOLIDAY PAY	$ -	$ -	$ 578.27	$ (578.27)	0.00%	83.3%
01-041-000-0000-6106 OVERTIME	$ 22,200.00	$ 3,167.14	$ 29,935.28	$ (7,735.28)	-34.84%	83.3%
01-041-000-0000-6116 DEFERRED COMPSENATION - CTY PORTION	$ 11,640.00	$ 768.50	$ 9,003.75	$ 2,636.25	22.65%	83.3%
01-041-000-0000-6119 FLOATING HOLIDAY 2	$ -	$ 687.48	$ 21,802.32	$ (21,802.32)	0.00%	83.3%
01-041-000-0000-6121 COMPENSATORY LEAVE	$ -	$ 968.35	$ 4,937.23	$ (4,937.23)	0.00%	83.3%
01-041-000-0000-6123 PAID TIME OFF LEAVE	$ -	$ 20,757.50	$ 286,827.78	$ (286,827.78)	0.00%	83.3%
01-041-000-0000-6153 COUNTY SHARE INSURANCE	$ 828,651.00	$ 62,852.05	$ 623,393.29	$ 205,257.71	24.77%	83.3%
01-041-000-0000-6162 MEDICARE	$ 52,290.29	$ 3,608.41	$ 37,249.38	$ 15,040.91	28.76%	83.3%
01-041-000-0000-6163 PERA CONTRIBUTIONS	$ 263,914.86	$ 18,348.15	$ 191,182.49	$ 72,732.37	27.56%	83.3%
01-041-000-0000-6175 SOCIAL SECURITY	$ 223,587.79	$ 15,429.25	$ 159,273.24	$ 64,314.55	28.76%	83.3%
01-041-000-0000-6203 TELEPHONE	$ 5,920.00	$ 491.84	$ 3,694.49	$ 2,225.51	37.59%	83.3%
01-041-000-0000-6205 POSTAGE	$ 115,986.00	$ 39,779.32	$ 119,427.45	$ (3,441.45)	-2.97%	83.3%
01-041-000-0000-6233 PHOTOCOPYING	$ 500.00	$ -	$ -	$ 500.00	100.00%	83.3%
01-041-000-0000-6235 PUBLICATIONS & BROCHURES	$ 12,970.00	$ 1,136.36	$ 5,509.54	$ 7,460.46	57.52%	83.3%
01-041-000-0000-6245 MEMBERSHIPS, DUES & FEES	$ 8,190.00	$ -	$ 1,220.00	$ 6,970.00	85.10%	83.3%
01-041-000-0000-6260 SOFTWARE SYSTEMS SUPPORT	$ 592,070.00	$ 23,391.81	$ 257,330.25	$ 334,739.75	56.54%	83.3%
01-041-000-0000-6261 PROFESSIONAL SERVICES	$ 116,395.10	$ 7,986.60	$ 31,648.83	$ 84,746.27	72.81%	83.3%
01-041-000-0000-6262 STATE AUDITOR-AUDITING	$ 84,660.00	$ -	$ 173,195.67	$ (88,535.67)	-104.58%	83.3%
01-041-000-0000-6301 REPAIRS & MAINTENANCE	$ 2,995.00	$ -	$ 1,233.50	$ 1,761.50	58.81%	83.3%
01-041-000-0000-6333 TRAVEL REIMBURSEMENT	$ 770.00	$ 8.00	$ 3,173.83	$ (2,403.83)	-312.19%	83.3%
01-041-000-0000-6334 MEALS - TAXABLE	$ 400.00	$ (6.51)	$ 118.49	$ 281.51	70.38%	83.3%
01-041-000-0000-6335 COUNTY-WIDE TRAINING	$ -	$ -	$ 33.25	$ (33.25)	0.00%	83.3%
01-041-000-0000-6338 CONFERENCES & MEETINGS	$ 26,815.00	$ 995.00	$ 17,045.20	$ 9,769.80	36.43%	83.3%
01-041-000-0000-6410 OFFICE SUPPLIES	$ 150,930.25	$ 55,778.86	$ 141,691.30	$ 9,238.95	6.12%	83.3%
01-041-000-0000-6411 OPERATING SUPPLIES	$ -	$ 80.55	$ 4,122.56	$ (4,122.56)	0.00%	83.3%
01-041-000-0000-6480 EQUIPMENT LESS THAN $5,000	$ 296,529.10	$ 447.94	$ 37,306.55	$ 259,222.55	87.42%	83.3%

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01-041-000-0000-6801 MISCELLANEOUS EXPENSE	$ -	$ -	$ 41,350.66	$ (41,350.66)	0.00%	83.3%
01-041-000-0000-6887 BAD DEBT EXPENSE	$ 15,000.00	$ -	$ 0.30	$ 14,999.70	100.00%	83.3%
Expenditure Total	$ 6,416,486.39	$ 488,077.22	$ 4,517,857.96	$ 1,898,628.43	29.59%	83.3%
041 - FINANCE AND TAXPAYER SERVICES Total	**$ (0.00)**	**$ 396,166.54**	**$ 1,087,065.74**	**$ (1,087,065.74)**	**0.00%**	**83.3%**
063 - INFORMATIONAL TECHNOLOGY						
Revenue						
01-063-000-0000-5001 PROPERTY TAXES - CURRENT	$ (6,257,905.00)	$ -	$ (3,306,256.70)	$ (2,951,648.30)	47.17%	83.3%
01-063-000-0000-5910 TRANSFERS IN	$ (17,038.56)	$ -	$ -	$ (17,038.56)	100.00%	83.3%
01-063-000-0000-5911 USE OF FUND BALANCE	$ (1,119,030.80)	$ -	$ -	$ (1,119,030.80)	100.00%	83.3%
Revenue Total	$ (7,393,974.36)	$ -	$ (3,306,256.70)	$ (4,087,717.66)	55.28%	83.3%
Expenditure						
01-063-000-0000-6101 FULL TIME PERSONNEL	$ 2,477,330.00	$ 166,964.48	$ 1,720,086.91	$ 757,243.09	30.57%	83.3%
01-063-000-0000-6104 TEMPORARY PERSONNEL	$ 14,000.00	$ 927.00	$ 927.00	$ 13,073.00	93.38%	83.3%
01-063-000-0000-6106 OVERTIME	$ 50,000.00	$ 921.42	$ 22,784.44	$ 27,215.56	54.43%	83.3%
01-063-000-0000-6116 DEFERRED COMPSENATION - CTY PORTION	$ 5,025.00	$ 207.50	$ 4,115.00	$ 910.00	18.11%	83.3%
01-063-000-0000-6119 FLOATING HOLIDAY 2	$ -	$ 823.08	$ 10,528.96	$ (10,528.96)	0.00%	83.3%
01-063-000-0000-6121 COMPENSATORY LEAVE	$ -	$ -	$ 226.80	$ (226.80)	0.00%	83.3%
01-063-000-0000-6123 PAID TIME OFF LEAVE	$ -	$ 13,601.28	$ 188,395.91	$ (188,395.91)	0.00%	83.3%
01-063-000-0000-6153 COUNTY SHARE INSURANCE	$ 496,968.00	$ 38,642.55	$ 396,805.88	$ 100,162.12	20.15%	83.3%
01-063-000-0000-6162 MEDICARE	$ 35,921.39	$ 2,540.42	$ 27,012.32	$ 8,909.07	24.80%	83.3%
01-063-000-0000-6163 PERA CONTRIBUTIONS	$ 185,800.28	$ 13,673.26	$ 145,651.77	$ 40,148.51	21.61%	83.3%
01-063-000-0000-6175 SOCIAL SECURITY	$ 153,594.89	$ 10,862.53	$ 115,500.97	$ 38,093.92	24.80%	83.3%
01-063-000-0000-6203 TELEPHONE	$ 29,400.00	$ 997.26	$ 10,016.00	$ 19,384.00	65.93%	83.3%
01-063-000-0000-6205 POSTAGE	$ 400.00	$ -	$ -	$ 400.00	100.00%	83.3%
01-063-000-0000-6233 PHOTOCOPYING	$ 500.00	$ -	$ -	$ 500.00	100.00%	83.3%
01-063-000-0000-6245 MEMBERSHIPS, DUES & FEES	$ 7,400.00	$ 3,500.00	$ 3,650.00	$ 3,750.00	50.68%	83.3%
01-063-000-0000-6260 SOFTWARE SYSTEMS SUPPORT	$ 2,507,113.24	$ 95,855.98	$ 1,515,910.32	$ 991,202.92	39.54%	83.3%
01-063-000-0000-6261 PROFESSIONAL SERVICES	$ 886,454.00	$ 45,550.37	$ 167,298.45	$ 719,155.55	81.13%	83.3%
01-063-000-0000-6333 TRAVEL REIMBURSEMENT	$ 500.00	$ 146.00	$ 4,437.35	$ (3,937.35)	-787.47%	83.3%
01-063-000-0000-6334 MEALS - TAXABLE	$ 150.00	$ 106.16	$ 307.39	$ (157.39)	-104.93%	83.3%
01-063-000-0000-6338 CONFERENCES & MEETINGS	$ 223,100.00	$ 14,705.49	$ 101,424.19	$ 121,675.81	54.54%	83.3%
01-063-000-0000-6343 MACHINERY OR EQUIPMENT LEASES	$ -	$ -	$ 401.38	$ (401.38)	0.00%	83.3%
01-063-000-0000-6410 OFFICE SUPPLIES	$ 4,000.00	$ -	$ -	$ 4,000.00	100.00%	83.3%
01-063-000-0000-6411 OPERATING SUPPLIES	$ -	$ 73.20	$ 4,599.53	$ (4,599.53)	0.00%	83.3%
01-063-000-0000-6480 EQUIPMENT LESS THAN $5,000	$ 58,409.00	$ -	$ 32,445.94	$ 25,963.06	44.45%	83.3%
01-063-000-0000-6485 SOFTWARE AND SYSTEM SUPPORT LESS THAN $50,000	$ 18,990.12	$ -	$ -	$ 18,990.12	100.00%	83.3%
01-063-000-0000-6621 EQUIPMENT GREATER THAN $5,000	$ 227,968.44	$ -	$ 2,852.38	$ 225,116.06	98.75%	83.3%
01-063-000-0000-6650 INFRASTRUCTURE	$ 10,950.00	$ 33,342.40	$ 109,633.67	$ (98,683.67)	-901.22%	83.3%
01-063-000-0000-6801 MISCELLANEOUS EXPENSE	$ -	$ -	$ 1,693.25	$ (1,693.25)	0.00%	83.3%
Expenditure Total	$ 7,393,974.36	$ 443,440.38	$ 4,586,705.81	$ 2,807,268.55	37.97%	83.3%

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063 - INFORMATIONAL TECHNOLOGY Total		**$ (0.00)**	**$ 443,440.38**	**$ 1,280,449.11**	**$ (1,280,449.11)**	**0.00%**	**83.3%**
091 - COUNTY ATTORNEY							
Revenue							
01-091-000-0000-5001	PROPERTY TAXES - CURRENT	$ (4,154,376.00)	$ -	$ (2,195,447.50)	$ (1,958,928.50)	47.15%	83.3%
01-091-000-0000-5501	FEES AND SERVICE CHARGES	$ (152,234.00)	$ (12,686.17)	$ (127,896.70)	$ (24,337.30)	15.99%	83.3%
01-091-000-0000-5514	FEE - CHILD SUPPORT MOTION	$ -	$ (240.00)	$ (1,000.00)	$ 1,000.00	0.00%	83.3%
01-091-000-0000-5830	MISCELLANEOUS REVENUE	$ (1,000.00)	$ (37.25)	$ (1,890.95)	$ 890.95	-89.10%	83.3%
01-091-000-0000-5910	TRANSFERS IN	$ (211,231.42)	$ -	$ -	$ (211,231.42)	100.00%	83.3%
01-091-000-0000-5911	USE OF FUND BALANCE	$ (5,000.00)	$ -	$ -	$ (5,000.00)	100.00%	83.3%
Revenue Total		$ (4,523,841.42)	$ (12,963.42)	$ (2,326,235.15)	$ (2,197,606.27)	48.58%	83.3%
Expenditure							
01-091-000-0000-6101	FULL TIME PERSONNEL	$ 3,274,220.96	$ 222,254.34	$ 2,377,006.35	$ 897,214.61	27.40%	83.3%
01-091-000-0000-6106	OVERTIME	$ -	$ 2,703.97	$ 3,942.97	$ (3,942.97)	0.00%	83.3%
01-091-000-0000-6116	DEFERRED COMPSENATION - CTY PORTION	$ 11,487.00	$ 162.50	$ 6,721.00	$ 4,766.00	41.49%	83.3%
01-091-000-0000-6119	FLOATING HOLIDAY 2	$ -	$ -	$ 19,866.16	$ (19,866.16)	0.00%	83.3%
01-091-000-0000-6123	PAID TIME OFF LEAVE	$ -	$ 22,471.81	$ 242,891.34	$ (242,891.34)	0.00%	83.3%
01-091-000-0000-6153	COUNTY SHARE INSURANCE	$ 551,747.00	$ 43,155.09	$ 470,554.90	$ 81,192.10	14.72%	83.3%
01-091-000-0000-6162	MEDICARE	$ 47,474.61	$ 3,466.97	$ 36,993.26	$ 10,481.35	22.08%	83.3%
01-091-000-0000-6163	PERA CONTRIBUTIONS	$ 255,407.80	$ 18,485.28	$ 196,298.29	$ 59,109.51	23.14%	83.3%
01-091-000-0000-6175	SOCIAL SECURITY	$ 203,004.05	$ 14,824.25	$ 158,178.00	$ 44,826.05	22.08%	83.3%
01-091-000-0000-6203	TELEPHONE	$ 17,500.00	$ 864.06	$ 8,781.48	$ 8,718.52	49.82%	83.3%
01-091-000-0000-6205	POSTAGE	$ 2,200.00	$ -	$ 1,500.00	$ 700.00	31.82%	83.3%
01-091-000-0000-6235	PUBLICATIONS & BROCHURES	$ 7,500.00	$ 483.39	$ 7,045.34	$ 454.66	6.06%	83.3%
01-091-000-0000-6245	MEMBERSHIPS, DUES & FEES	$ 20,000.00	$ 556.00	$ 4,169.26	$ 15,830.74	79.15%	83.3%
01-091-000-0000-6260	SOFTWARE SYSTEMS SUPPORT	$ 58,000.00	$ 43,210.72	$ 58,674.55	$ (674.55)	-1.16%	83.3%
01-091-000-0000-6261	PROFESSIONAL SERVICES	$ 25,000.00	$ 385.13	$ 8,498.11	$ 16,501.89	66.01%	83.3%
01-091-000-0000-6301	REPAIRS & MAINTENANCE	$ 1,000.00	$ -	$ -	$ 1,000.00	100.00%	83.3%
01-091-000-0000-6333	TRAVEL REIMBURSEMENT	$ 1,800.00	$ -	$ 1,690.99	$ 109.01	6.06%	83.3%
01-091-000-0000-6334	MEALS - TAXABLE	$ 300.00	$ -	$ -	$ 300.00	100.00%	83.3%
01-091-000-0000-6338	CONFERENCES & MEETINGS	$ 8,000.00	$ 211.73	$ 6,388.38	$ 1,611.62	20.15%	83.3%
01-091-000-0000-6359	SURCHARGES	$ 200.00	$ 0.42	$ 3.48	$ 196.52	98.26%	83.3%
01-091-000-0000-6410	OFFICE SUPPLIES	$ 12,000.00	$ 805.73	$ 5,792.95	$ 6,207.05	51.73%	83.3%
01-091-000-0000-6480	EQUIPMENT LESS THAN $5,000	$ 24,000.00	$ -	$ 18,983.21	$ 5,016.79	20.90%	83.3%
01-091-000-0000-6801	MISCELLANEOUS EXPENSE	$ -	$ -	$ 579.99	$ (579.99)	0.00%	83.3%
01-091-000-0000-6809	WITNESS FEES	$ 3,000.00	$ 347.09	$ 438.33	$ 2,561.67	85.39%	83.3%
Expenditure Total		$ 4,523,841.42	$ 374,388.48	$ 3,634,998.34	$ 888,843.08	19.65%	83.3%
091 - COUNTY ATTORNEY Total		**$ (0.00)**	**$ 361,425.06**	**$ 1,308,763.19**	**$ (1,308,763.19)**	**0.00%**	**83.3%**
099 - CARES ACT							
Revenue							
01-099-000-0000-5911	USE OF FUND BALANCE	$ (7,743,499.31)	$ -	$ -	$ (7,743,499.31)	100.00%	83.3%

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Revenue Total		$	(7,743,499.31)	$	-	$	-	$	(7,743,499.31)	100.00%	83.3%
Expenditure											
01-099-000-0000-6261	PROFESSIONAL SERVICES	$	7,731,528.15	$	277,818.98	$	1,732,642.03	$	5,998,886.12	77.59%	83.3%
01-099-000-0000-6814	CARES -ECONOMIC DEVELOP-MISE-E	$	11,971.16	$	-	$	-	$	11,971.16	100.00%	83.3%
01-099-000-0000-6859	MISCELLANEOUS EXPENSES	$	-	$	-	$	6,618.25	$	(6,618.25)	0.00%	83.3%
Expenditure Total		$	7,743,499.31	$	277,818.98	$	1,739,260.28	$	6,004,239.03	77.54%	83.3%
099 - CARES ACT Total		**$**	**0.00**	**$**	**277,818.98**	**$**	**1,739,260.28**	**$**	**(1,739,260.28)**	**0.00%**	**83.3%**
100 - OTHER GENERAL GOVERNMENT											
Revenue											
01-100-000-0000-5001	PROPERTY TAXES - CURRENT	$	8,079,391.00	$	-	$	4,167,160.85	$	3,912,230.15	48.42%	83.3%
01-100-000-0000-5003	PROPERTY TAXES - LIGHT AND POWER	$	(700,000.00)	$	-	$	(544,225.55)	$	(155,774.45)	22.25%	83.3%
01-100-000-0000-5004	PROPERTY TAXES - DELINQUENT	$	(250,000.00)	$	-	$	(822,063.03)	$	572,063.03	-228.83%	83.3%
01-100-000-0000-5007	MOBILE HOMES TAXES - CURRENT	$	(146,766.00)	$	-	$	(740.16)	$	(146,025.84)	99.50%	83.3%
01-100-000-0000-5008	MOBILE HOMES TAXES - DELINQUENT	$	(16,000.00)	$	-	$	(18,324.31)	$	2,324.31	-14.53%	83.3%
01-100-000-0000-5070	PENALTIES AND INTEREST	$	(250,000.00)	$	26.65	$	(151,813.42)	$	(98,186.58)	39.27%	83.3%
01-100-000-0000-5206	COUNTY PROGRAM AID	$	(8,614,526.00)	$	-	$	(4,386,144.00)	$	(4,228,382.00)	49.08%	83.3%
01-100-000-0000-5232	DISPARITY REDUCTION CREDIT	$	(5,391.00)	$	-	$	(1,963.00)	$	(3,428.00)	63.59%	83.3%
01-100-000-0000-5271	STATE PAYMENTS IN LIEU-NATURAL RESOURCES	$	(170,905.00)	$	-	$	-	$	(170,905.00)	100.00%	83.3%
01-100-000-0000-5499	FEDERAL GRANT SHARED REVENUE	$	(550,000.00)	$	-	$	(361,357.65)	$	(188,642.35)	34.30%	83.3%
01-100-000-0000-5558	AG PRESERVATION FEE-CO SHARE	$	(25,000.00)	$	(2,350.00)	$	(19,826.50)	$	(5,173.50)	20.69%	83.3%
01-100-000-0000-5710	EARNINGS ON INVESTMENTS	$	(2,500,000.00)	$	(285,465.54)	$	(8,088,000.53)	$	5,588,000.53	-223.52%	83.3%
01-100-000-0000-5711	INVESTMENT INCOME GASB 31	$	-	$	-	$	(1,081,697.46)	$	1,081,697.46	0.00%	83.3%
01-100-000-0000-5801	REFUNDS AND REIMBURSEMENTS	$	-	$	-	$	(11,563.92)	$	11,563.92	0.00%	83.3%
01-100-000-0000-5830	MISCELLANEOUS REVENUE	$	(25,000.00)	$	6,678.51	$	(26,707.61)	$	1,707.61	-6.83%	83.3%
01-100-000-0000-5831	AUCTION PROCEEDS	$	(20,000.00)	$	(3,931.60)	$	(12,765.00)	$	(7,235.00)	36.18%	83.3%
01-100-000-0000-5832	SALE OF CAPITAL ASSETS	$	(5,000.00)	$	-	$	(16,554.88)	$	11,554.88	-231.10%	83.3%
01-100-000-0000-5838	RECORDING FEES SEPTIC LIEN DOCS	$	-	$	-	$	(1,196.00)	$	1,196.00	0.00%	83.3%
01-100-000-0000-5911	USE OF FUND BALANCE	$	(8,378,733.33)	$	-	$	-	$	(8,378,733.33)	100.00%	83.3%
01-100-000-0000-5925	INSURANCE PROCEEDS	$	-	$	-	$	(93,390.97)	$	93,390.97	0.00%	83.3%
Revenue Total		$	(13,577,930.33)	$	(285,041.98)	$	(11,471,173.14)	$	(2,106,757.19)	15.52%	83.3%
Expenditure											
01-100-000-0000-6101	FULL TIME PERSONNEL	$	-	$	-	$	9.40	$	(9.40)	0.00%	83.3%
01-100-000-0000-6116	DEFERRED COMPSENATION - CTY PORTION	$	16,402.50	$	-	$	-	$	16,402.50	100.00%	83.3%
01-100-000-0000-6153	COUNTY SHARE INSURANCE	$	-	$	5,108.88	$	33,778.38	$	(33,778.38)	0.00%	83.3%
01-100-000-0000-6170	TUITION REIMBURSEMENT	$	20,500.00	$	-	$	-	$	20,500.00	100.00%	83.3%
01-100-000-0000-6171	REFERRAL PROGRAM	$	10,000.00	$	-	$	-	$	10,000.00	100.00%	83.3%
01-100-000-0000-6179	UNEMPLOYMENT COMPENSATION	$	60,000.00	$	1,759.08	$	14,326.30	$	45,673.70	76.12%	83.3%
01-100-000-0000-6199	UNALLOCATED PERSONEL SERVICES	$	216,391.05	$	-	$	-	$	216,391.05	100.00%	83.3%
01-100-000-0000-6203	TELEPHONE	$	-	$	0.68	$	2,816.70	$	(2,816.70)	0.00%	83.3%
01-100-000-0000-6204	DATA CARD	$	5,000.00	$	66.00	$	66.00	$	4,934.00	98.68%	83.3%

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01-100-000-0000-6211 COUNTY TRANSIT	$ 170,000.00	$ -	$ -	$ 170,000.00	100.00%	83.3%
01-100-000-0000-6233 PHOTOCOPYING	$ -	$ -	$ 2,017.58	$ (2,017.58)	0.00%	83.3%
01-100-000-0000-6245 MEMBERSHIPS, DUES & FEES	$ 94,700.00	$ 3,499.00	$ 41,649.00	$ 53,051.00	56.02%	83.3%
01-100-000-0000-6260 SOFTWARE SYSTEMS SUPPORT	$ -	$ -	$ 5,942.81	$ (5,942.81)	0.00%	83.3%
01-100-000-0000-6261 PROFESSIONAL SERVICES	$ 2,742,898.53	$ 61,305.33	$ 1,077,592.60	$ 1,665,305.93	60.71%	83.3%
01-100-000-0000-6263 RANDOM DRUG TESTING	$ 620,410.00	$ -	$ 465,307.50	$ 155,102.50	25.00%	83.3%
01-100-000-0000-6272 APPROPRIATIONS	$ 271,500.00	$ 99,333.33	$ 303,299.99	$ (31,799.99)	-11.71%	83.3%
01-100-000-0000-6305 800MHZ MAINTENANCE EXPENSE	$ 19,660.96	$ -	$ 15,297.64	$ 4,363.32	22.19%	83.3%
01-100-000-0000-6333 TRAVEL REIMBURSEMENT	$ -	$ -	$ 63.99	$ (63.99)	0.00%	83.3%
01-100-000-0000-6335 COUNTY-WIDE TRAINING	$ 91,404.00	$ -	$ 34,636.00	$ 56,768.00	62.11%	83.3%
01-100-000-0000-6343 MACHINERY OR EQUIPMENT LEASES	$ 87,562.00	$ 9,767.08	$ 89,073.46	$ (1,511.46)	-1.73%	83.3%
01-100-000-0000-6350 BANKING FEES & CHARGES	$ -	$ 3,535.87	$ 40,658.17	$ (40,658.17)	0.00%	83.3%
01-100-000-0000-6352 INSURANCE CLAIMS	$ 1,840.00	$ 5,873.80	$ 102,516.62	$ (100,676.62)	-5471.56%	83.3%
01-100-000-0000-6353 LIABILITY INSURANCE	$ 2,159,143.00	$ -	$ 1,807,066.95	$ 352,076.05	16.31%	83.3%
01-100-000-0000-6602 BUILDING CONSTRUCTION (NEW)	$ 1,280,569.89	$ -	$ 1,081,094.14	$ 199,475.75	15.58%	83.3%
01-100-000-0000-6605 SITE IMPROVEMENTS	$ 75,000.00	$ -	$ -	$ 75,000.00	100.00%	83.3%
01-100-000-0000-6801 MISCELLANEOUS EXPENSE	$ -	$ -	$ 23,373.33	$ (23,373.33)	0.00%	83.3%
01-100-000-0000-6808 EMPLOYEE ENHANCEMENT PROGRAM	$ 32,500.00	$ 4,490.32	$ 11,128.95	$ 21,371.05	65.76%	83.3%
01-100-000-0000-6859 MISCELLANEOUS EXPENSES	$ 39,000.00	$ 38,254.57	$ 226,695.68	$ (187,695.68)	-481.27%	83.3%
01-100-000-0000-6902 PROPERTY TAX PAYMENTS/ABATEMENTS	$ 35,804.00	$ -	$ 38,336.00	$ (2,532.00)	-7.07%	83.3%
01-100-000-0000-6904 WRIGHT COUNTY FAIR	$ 80,000.00	$ -	$ 76,000.00	$ 4,000.00	5.00%	83.3%
01-100-000-0000-6910 TRANSFER OUT	$ 747,131.45	$ -	$ 66,732.90	$ 680,398.55	91.07%	83.3%
01-100-000-0000-6912 SAFETY PROGRAM	$ 81,189.95	$ 2,149.39	$ 51,923.38	$ 29,266.57	36.05%	83.3%
01-100-000-0000-6914 ECONOMIC DEVELOPMENT PARTNERSHIP	$ 120,000.00	$ -	$ 121,000.00	$ (1,000.00)	-0.83%	83.3%
01-100-000-0000-6915 CENTRAL MINNESOTA INITIATIVE FUND	$ 7,000.00	$ -	$ 7,000.00	$ -	0.00%	83.3%
01-100-000-0000-6916 COUNTY LIBRARY	$ 2,331,301.00	$ 582,825.00	$ 2,331,300.00	$ 1.00	0.00%	83.3%
01-100-000-0000-6953 BUDGET CARRYFORWARD	$ 2,161,022.00	$ -	$ -	$ 2,161,022.00	100.00%	83.3%
Expenditure Total	$ 13,577,930.33	$ 817,968.33	$ 8,070,703.47	$ 5,507,226.86	40.56%	83.3%
100 - OTHER GENERAL GOVERNMENT Total	**$ -**	**$ 532,926.35**	**$ (3,400,469.67)**	**$ 3,400,469.67**	**0.00%**	**83.3%**
101 - COUNTY RECORDER						
Revenue						
01-101-000-0000-5001 PROPERTY TAXES - CURRENT	$ (703,260.00)	$ -	$ (372,208.32)	$ (331,051.68)	47.07%	83.3%
01-101-000-0000-5013 MORTGAGE REGISTRY TAX	$ (90,000.00)	$ (8,439.16)	$ (98,196.99)	$ 8,196.99	-9.11%	83.3%
01-101-000-0000-5014 COUNTY DEED TAX	$ (90,000.00)	$ (14,346.86)	$ (121,235.10)	$ 31,235.10	-34.71%	83.3%
01-101-000-0000-5501 FEES AND SERVICE CHARGES	$ (575,000.00)	$ (60,124.49)	$ (492,167.52)	$ (82,832.48)	14.41%	83.3%
01-101-000-0000-5505 FEE - NOTARY FILING FEE	$ (5,500.00)	$ (940.00)	$ (6,320.00)	$ 820.00	-14.91%	83.3%
01-101-000-0000-5506 FEE - VITAL STATISTICS FEES	$ (71,200.00)	$ (6,879.00)	$ (78,433.00)	$ 7,233.00	-10.16%	83.3%
01-101-000-0000-5578 ESCROW RECORDER	$ -	$ 6,068.25	$ 14,446.75	$ (14,446.75)	0.00%	83.3%
01-101-000-0000-5829 RECEIPT OVERAGE/UNDERAGE	$ -	$ (7.00)	$ (35.00)	$ 35.00	0.00%	83.3%
01-101-000-0000-5910 TRANSFERS IN	$ (3,005.00)	$ -	$ -	$ (3,005.00)	100.00%	83.3%

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Revenue Total	$ (1,537,965.00)	$ (84,668.26)	$ (1,154,149.18)	$ (383,815.82)	24.96%	83.3%
Expenditure						
01-101-000-0000-6101 FULL TIME PERSONNEL	$ 1,082,929.00	$ 72,216.42	$ 719,226.38	$ 363,702.62	33.59%	83.3%
01-101-000-0000-6106 OVERTIME	$ 4,900.00	$ -	$ 16.47	$ 4,883.53	99.66%	83.3%
01-101-000-0000-6116 DEFERRED COMPSENATION - CTY PORTION	$ 3,005.00	$ 302.50	$ 2,787.50	$ 217.50	7.24%	83.3%
01-101-000-0000-6119 FLOATING HOLIDAY 2	$ -	$ -	$ 4,420.24	$ (4,420.24)	0.00%	83.3%
01-101-000-0000-6123 PAID TIME OFF LEAVE	$ -	$ 9,838.08	$ 95,774.21	$ (95,774.21)	0.00%	83.3%
01-101-000-0000-6153 COUNTY SHARE INSURANCE	$ 234,554.00	$ 18,477.29	$ 182,471.95	$ 52,082.05	22.20%	83.3%
01-101-000-0000-6162 MEDICARE	$ 15,703.00	$ 1,147.58	$ 11,466.08	$ 4,236.92	26.98%	83.3%
01-101-000-0000-6163 PERA CONTRIBUTIONS	$ 81,220.00	$ 6,154.09	$ 61,309.83	$ 19,910.17	24.51%	83.3%
01-101-000-0000-6175 SOCIAL SECURITY	$ 67,140.00	$ 4,906.77	$ 49,027.44	$ 18,112.56	26.98%	83.3%
01-101-000-0000-6203 TELEPHONE	$ 1,100.00	$ 95.16	$ 939.08	$ 160.92	14.63%	83.3%
01-101-000-0000-6205 POSTAGE	$ 5,500.00	$ 471.17	$ 4,359.38	$ 1,140.62	20.74%	83.3%
01-101-000-0000-6233 PHOTOCOPYING	$ 1,400.00	$ -	$ -	$ 1,400.00	100.00%	83.3%
01-101-000-0000-6245 MEMBERSHIPS, DUES & FEES	$ 315.00	$ -	$ 215.00	$ 100.00	31.75%	83.3%
01-101-000-0000-6260 SOFTWARE SYSTEMS SUPPORT	$ 2,500.00	$ -	$ 2,500.00	$ -	0.00%	83.3%
01-101-000-0000-6261 PROFESSIONAL SERVICES	$ 3,600.00	$ -	$ -	$ 3,600.00	100.00%	83.3%
01-101-000-0000-6301 REPAIRS & MAINTENANCE	$ 6,200.00	$ 1,627.75	$ 4,277.75	$ 1,922.25	31.00%	83.3%
01-101-000-0000-6333 TRAVEL REIMBURSEMENT	$ 750.00	$ -	$ -	$ 750.00	100.00%	83.3%
01-101-000-0000-6334 MEALS - TAXABLE	$ 200.00	$ -	$ -	$ 200.00	100.00%	83.3%
01-101-000-0000-6338 CONFERENCES & MEETINGS	$ 15,369.00	$ 89.00	$ 2,608.19	$ 12,760.81	83.03%	83.3%
01-101-000-0000-6359 SURCHARGES	$ 1,500.00	$ 180.46	$ 1,688.40	$ (188.40)	-12.56%	83.3%
01-101-000-0000-6410 OFFICE SUPPLIES	$ 10,080.00	$ 333.37	$ 4,217.78	$ 5,862.22	58.16%	83.3%
Expenditure Total	$ 1,537,965.00	$ 115,839.64	$ 1,147,305.68	$ 390,659.32	25.40%	83.3%
101 - COUNTY RECORDER Total	**$ -**	**$ 31,171.38**	**$ (6,843.50)**	**$ 6,843.50**	**0.00%**	**83.3%**
103 - SURVEYOR						
Revenue						
01-103-000-0000-5001 PROPERTY TAXES - CURRENT	$ (733,666.00)	$ -	$ (386,747.71)	$ (346,918.29)	47.29%	83.3%
01-103-000-0000-5501 FEES AND SERVICE CHARGES	$ (70,000.00)	$ (860.00)	$ (53,580.00)	$ (16,420.00)	23.46%	83.3%
01-103-000-0000-5511 FEE - AERIAL MAPPING	$ (12,500.00)	$ (40.00)	$ (9,150.00)	$ (3,350.00)	26.80%	83.3%
01-103-000-0000-5512 FEE - SALE OF AERIAL PHOTOS	$ -	$ -	$ (20.00)	$ 20.00	0.00%	83.3%
01-103-000-0000-5830 MISCELLANEOUS REVENUE	$ (3,000.00)	$ (27.94)	$ (734.37)	$ (2,265.63)	75.52%	83.3%
01-103-000-0000-5910 TRANSFERS IN	$ (3,135.00)	$ -	$ -	$ (3,135.00)	100.00%	83.3%
01-103-000-0000-5911 USE OF FUND BALANCE	$ (25,138.87)	$ -	$ -	$ (25,138.87)	100.00%	83.3%
Revenue Total	$ (847,439.87)	$ (927.94)	$ (450,232.08)	$ (397,207.79)	46.87%	83.3%
Expenditure						
01-103-000-0000-6101 FULL TIME PERSONNEL	$ 559,835.00	$ 41,214.39	$ 407,497.74	$ 152,337.26	27.21%	83.3%
01-103-000-0000-6104 TEMPORARY PERSONNEL	$ 9,900.00	$ -	$ 7,911.61	$ 1,988.39	20.08%	83.3%
01-103-000-0000-6116 DEFERRED COMPSENATION - CTY PORTION	$ 2,535.00	$ 137.50	$ 2,055.00	$ 480.00	18.93%	83.3%
01-103-000-0000-6119 FLOATING HOLIDAY 2	$ -	$ -	$ 1,575.20	$ (1,575.20)	0.00%	83.3%

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01-103-000-0000-6123	PAID TIME OFF LEAVE	$ -	$ 2,306.59	$ 41,283.90	$ (41,283.90)	0.00%	83.3%
01-103-000-0000-6153	COUNTY SHARE INSURANCE	$ 88,257.00	$ 9,522.15	$ 94,049.02	$ (5,792.02)	-6.56%	83.3%
01-103-000-0000-6162	MEDICARE	$ 8,118.00	$ 616.19	$ 6,476.78	$ 1,641.22	20.22%	83.3%
01-103-000-0000-6163	PERA CONTRIBUTIONS	$ 41,988.00	$ 3,264.07	$ 33,778.26	$ 8,209.74	19.55%	83.3%
01-103-000-0000-6175	SOCIAL SECURITY	$ 34,710.00	$ 2,634.78	$ 27,693.82	$ 7,016.18	20.21%	83.3%
01-103-000-0000-6203	TELEPHONE	$ 4,000.00	$ 353.45	$ 3,533.13	$ 466.87	11.67%	83.3%
01-103-000-0000-6205	POSTAGE	$ 100.00	$ -	$ -	$ 100.00	100.00%	83.3%
01-103-000-0000-6235	PUBLICATIONS & BROCHURES	$ 9,000.00	$ -	$ -	$ 9,000.00	100.00%	83.3%
01-103-000-0000-6245	MEMBERSHIPS, DUES & FEES	$ 1,100.00	$ -	$ 1,045.00	$ 55.00	5.00%	83.3%
01-103-000-0000-6260	SOFTWARE SYSTEMS SUPPORT	$ 15,310.00	$ -	$ 8,946.86	$ 6,363.14	41.56%	83.3%
01-103-000-0000-6261	PROFESSIONAL SERVICES	$ 9,418.66	$ -	$ -	$ 9,418.66	100.00%	83.3%
01-103-000-0000-6301	REPAIRS & MAINTENANCE	$ 5,200.00	$ 5.00	$ 1,556.85	$ 3,643.15	70.06%	83.3%
01-103-000-0000-6333	TRAVEL REIMBURSEMENT	$ 200.00	$ -	$ -	$ 200.00	100.00%	83.3%
01-103-000-0000-6334	MEALS - TAXABLE	$ 250.00	$ -	$ 13.05	$ 236.95	94.78%	83.3%
01-103-000-0000-6338	CONFERENCES & MEETINGS	$ 18,579.00	$ 1,986.54	$ 13,152.40	$ 5,426.60	29.21%	83.3%
01-103-000-0000-6359	SURCHARGES	$ 300.00	$ 50.29	$ 343.60	$ (43.60)	-14.53%	83.3%
01-103-000-0000-6410	OFFICE SUPPLIES	$ 1,100.00	$ -	$ 2,312.98	$ (1,212.98)	-110.27%	83.3%
01-103-000-0000-6411	OPERATING SUPPLIES	$ 15,380.46	$ -	$ 9,585.27	$ 5,795.19	37.68%	83.3%
01-103-000-0000-6451	FUEL - LUBE ETC	$ 506.94	$ -	$ 306.94	$ 200.00	39.45%	83.3%
01-103-000-0000-6480	EQUIPMENT LESS THAN $5,000	$ 18,153.81	$ -	$ 18,437.09	$ (283.28)	-1.56%	83.3%
01-103-000-0000-6485	SOFTWARE AND SYSTEM SUPPORT LESS THAN $50,000	$ -	$ -	$ 995.00	$ (995.00)	0.00%	83.3%
01-103-000-0000-6806	UNIFORM ALLOWANCE	$ 1,848.00	$ 184.25	$ 1,634.38	$ 213.62	11.56%	83.3%
01-103-000-0000-6842	BOOT / SAFETY GEAR	$ 1,650.00	$ -	$ 454.00	$ 1,196.00	72.48%	83.3%
Expenditure Total		$ 847,439.87	$ 62,275.20	$ 684,637.88	$ 162,801.99	19.21%	83.3%
103 - SURVEYOR Total		**$ 0.00**	**$ 61,347.26**	**$ 234,405.80**	**$ (234,405.80)**	**0.00%**	**83.3%**
105 - ASSESSOR							
Revenue							
01-105-000-0000-5001	PROPERTY TAXES - CURRENT	$ (1,810,663.00)	$ -	$ (956,691.69)	$ (853,971.31)	47.16%	83.3%
01-105-000-0000-5501	FEES AND SERVICE CHARGES	$ (931,200.00)	$ -	$ (932,572.02)	$ 1,372.02	-0.15%	83.3%
01-105-000-0000-5830	MISCELLANEOUS REVENUE	$ (3,500.00)	$ -	$ (4,753.44)	$ 1,253.44	-35.81%	83.3%
01-105-000-0000-5910	TRANSFERS IN	$ (33,822.23)	$ -	$ -	$ (33,822.23)	100.00%	83.3%
01-105-000-0000-5911	USE OF FUND BALANCE	$ (15,000.00)	$ -	$ -	$ (15,000.00)	100.00%	83.3%
Revenue Total		$ (2,794,185.23)	$ -	$ (1,894,017.15)	$ (900,168.08)	32.22%	83.3%
Expenditure							
01-105-000-0000-6101	FULL TIME PERSONNEL	$ 1,911,983.00	$ 131,876.63	$ 1,375,035.50	$ 536,947.50	28.08%	83.3%
01-105-000-0000-6104	TEMPORARY PERSONNEL	$ 10,000.00	$ -	$ -	$ 10,000.00	100.00%	83.3%
01-105-000-0000-6106	OVERTIME	$ 7,500.00	$ -	$ 21,350.02	$ (13,850.02)	-184.67%	83.3%
01-105-000-0000-6108	ON CALL PAY	$ -	$ 85.00	$ 85.00	$ (85.00)	0.00%	83.3%
01-105-000-0000-6116	DEFERRED COMPSENATION - CTY PORTION	$ 8,816.00	$ 386.00	$ 5,989.50	$ 2,826.50	32.06%	83.3%
01-105-000-0000-6119	FLOATING HOLIDAY 2	$ -	$ 618.44	$ 9,481.28	$ (9,481.28)	0.00%	83.3%

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01-105-000-0000-6121 COMPENSATORY LEAVE	$ -	$ 106.98	$ 1,054.26	$ (1,054.26)	0.00%	83.3%
01-105-000-0000-6123 PAID TIME OFF LEAVE	$ -	$ 22,452.78	$ 159,153.77	$ (159,153.77)	0.00%	83.3%
01-105-000-0000-6153 COUNTY SHARE INSURANCE	$ 408,287.00	$ 44,096.99	$ 367,320.94	$ 40,966.06	10.03%	83.3%
01-105-000-0000-6162 MEDICARE	$ 27,703.81	$ 2,133.03	$ 21,712.84	$ 5,990.97	21.63%	83.3%
01-105-000-0000-6163 PERA CONTRIBUTIONS	$ 143,291.64	$ 11,635.48	$ 117,447.11	$ 25,844.53	18.04%	83.3%
01-105-000-0000-6175 SOCIAL SECURITY	$ 118,453.78	$ 9,120.55	$ 92,841.10	$ 25,612.68	21.62%	83.3%
01-105-000-0000-6203 TELEPHONE	$ 8,200.00	$ 1,523.66	$ 13,123.49	$ (4,923.49)	-60.04%	83.3%
01-105-000-0000-6205 POSTAGE	$ 31,800.00	$ 193.77	$ 30,174.97	$ 1,625.03	5.11%	83.3%
01-105-000-0000-6235 PUBLICATIONS & BROCHURES	$ 500.00	$ -	$ 12.39	$ 487.61	97.52%	83.3%
01-105-000-0000-6245 MEMBERSHIPS, DUES & FEES	$ 18,300.00	$ 141.00	$ 12,743.57	$ 5,556.43	30.36%	83.3%
01-105-000-0000-6260 SOFTWARE SYSTEMS SUPPORT	$ 11,555.00	$ 472.50	$ 8,269.00	$ 3,286.00	28.44%	83.3%
01-105-000-0000-6261 PROFESSIONAL SERVICES	$ 37,300.00	$ -	$ 12,478.22	$ 24,821.78	66.55%	83.3%
01-105-000-0000-6301 REPAIRS & MAINTENANCE	$ 500.00	$ -	$ -	$ 500.00	100.00%	83.3%
01-105-000-0000-6333 TRAVEL REIMBURSEMENT	$ 250.00	$ -	$ 288.27	$ (38.27)	-15.31%	83.3%
01-105-000-0000-6334 MEALS - TAXABLE	$ 500.00	$ -	$ 155.87	$ 344.13	68.83%	83.3%
01-105-000-0000-6338 CONFERENCES & MEETINGS	$ 13,000.00	$ -	$ 12,301.01	$ 698.99	5.38%	83.3%
01-105-000-0000-6343 MACHINERY OR EQUIPMENT LEASES	$ 4,500.00	$ -	$ -	$ 4,500.00	100.00%	83.3%
01-105-000-0000-6410 OFFICE SUPPLIES	$ -	$ -	$ 119.46	$ (119.46)	0.00%	83.3%
01-105-000-0000-6411 OPERATING SUPPLIES	$ 7,500.00	$ 24.27	$ 4,858.37	$ 2,641.63	35.22%	83.3%
01-105-000-0000-6451 FUEL - LUBE ETC	$ -	$ -	$ 1,470.71	$ (1,470.71)	0.00%	83.3%
01-105-000-0000-6480 EQUIPMENT LESS THAN $5,000	$ 17,595.00	$ -	$ 13,857.48	$ 3,737.52	21.24%	83.3%
01-105-000-0000-6801 MISCELLANEOUS EXPENSE	$ -	$ -	$ 72.82	$ (72.82)	0.00%	83.3%
01-105-000-0000-6806 UNIFORM ALLOWANCE	$ 2,400.00	$ -	$ 1,726.00	$ 674.00	28.08%	83.3%
01-105-000-0000-6842 BOOT / SAFETY GEAR	$ 4,250.00	$ -	$ 1,481.00	$ 2,769.00	65.15%	83.3%
Expenditure Total	$ 2,794,185.23	$ 224,867.08	$ 2,284,603.95	$ 509,581.28	18.24%	83.3%
105 - ASSESSOR Total	**$ 0.00**	**$ 224,867.08**	**$ 390,586.80**	**$ (390,586.80)**	**0.00%**	**83.3%**
107 - PLANNING AND ZONING						
Revenue						
01-107-000-0000-5001 PROPERTY TAXES - CURRENT	$ (1,013,766.00)	$ -	$ (535,049.46)	$ (478,716.54)	47.22%	83.3%
01-107-000-0000-5229 STATE SHARED REVENUE	$ (63,000.00)	$ -	$ (7,237.07)	$ (55,762.93)	88.51%	83.3%
01-107-000-0000-5315 STATE GRANT - DNR	$ (9,400.00)	$ -	$ -	$ (9,400.00)	100.00%	83.3%
01-107-000-0000-5501 FEES AND SERVICE CHARGES	$ (767,000.00)	$ (91,673.37)	$ (852,381.08)	$ 85,381.08	-11.13%	83.3%
01-107-000-0000-5809 SCORE ASST PLANNER REIMBURSEMENT	$ (235,000.00)	$ -	$ -	$ (235,000.00)	100.00%	83.3%
01-107-000-0000-5830 MISCELLANEOUS REVENUE	$ (20,000.00)	$ (1,969.50)	$ (21,367.03)	$ 1,367.03	-6.84%	83.3%
01-107-000-0000-5910 TRANSFERS IN	$ (4,602.00)	$ -	$ -	$ (4,602.00)	100.00%	83.3%
01-107-000-0000-5911 USE OF FUND BALANCE	$ (2,000.00)	$ -	$ -	$ (2,000.00)	100.00%	83.3%
Revenue Total	$ (2,114,768.00)	$ (93,642.87)	$ (1,416,034.64)	$ (698,733.36)	33.04%	83.3%
Expenditure						
01-107-000-0000-6101 FULL TIME PERSONNEL	$ 1,322,490.00	$ 88,279.11	$ 896,874.74	$ 425,615.26	32.18%	83.3%
01-107-000-0000-6104 TEMPORARY PERSONNEL	$ 18,500.00	$ -	$ -	$ 18,500.00	100.00%	83.3%

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01-107-000-0000-6106 OVERTIME	$ 13,000.00	$ 381.95	$ 3,597.88	$ 9,402.12	72.32%	83.3%
01-107-000-0000-6114 PER DIEM	$ 30,000.00	$ -	$ 17,160.00	$ 12,840.00	42.80%	83.3%
01-107-000-0000-6116 DEFERRED COMPSENATION - CTY PORTION	$ 4,602.00	$ 183.50	$ 3,035.00	$ 1,567.00	34.05%	83.3%
01-107-000-0000-6119 FLOATING HOLIDAY 2	$ -	$ 582.24	$ 9,126.68	$ (9,126.68)	0.00%	83.3%
01-107-000-0000-6121 COMPENSATORY LEAVE	$ -	$ 58.98	$ 1,487.81	$ (1,487.81)	0.00%	83.3%
01-107-000-0000-6123 PAID TIME OFF LEAVE	$ -	$ 11,463.70	$ 106,112.07	$ (106,112.07)	0.00%	83.3%
01-107-000-0000-6153 COUNTY SHARE INSURANCE	$ 314,068.00	$ 26,314.87	$ 241,363.64	$ 72,704.36	23.15%	83.3%
01-107-000-0000-6162 MEDICARE	$ 19,176.00	$ 1,401.52	$ 14,199.75	$ 4,976.25	25.95%	83.3%
01-107-000-0000-6163 PERA CONTRIBUTIONS	$ 99,187.00	$ 7,557.44	$ 76,289.87	$ 22,897.13	23.08%	83.3%
01-107-000-0000-6175 SOCIAL SECURITY	$ 81,995.00	$ 5,992.70	$ 60,716.17	$ 21,278.83	25.95%	83.3%
01-107-000-0000-6203 TELEPHONE	$ 4,000.00	$ 250.88	$ 2,245.10	$ 1,754.90	43.87%	83.3%
01-107-000-0000-6205 POSTAGE	$ 5,000.00	$ 360.89	$ 4,737.49	$ 262.51	5.25%	83.3%
01-107-000-0000-6235 PUBLICATIONS & BROCHURES	$ 4,000.00	$ 102.85	$ 3,735.27	$ 264.73	6.62%	83.3%
01-107-000-0000-6245 MEMBERSHIPS, DUES & FEES	$ 2,000.00	$ -	$ 1,107.00	$ 893.00	44.65%	83.3%
01-107-000-0000-6260 SOFTWARE SYSTEMS SUPPORT	$ 2,550.00	$ -	$ 1,336.00	$ 1,214.00	47.61%	83.3%
01-107-000-0000-6261 PROFESSIONAL SERVICES	$ 12,000.00	$ 665.00	$ 11,049.84	$ 950.16	7.92%	83.3%
01-107-000-0000-6301 REPAIRS & MAINTENANCE	$ 500.00	$ -	$ -	$ 500.00	100.00%	83.3%
01-107-000-0000-6333 TRAVEL REIMBURSEMENT	$ 3,500.00	$ 154.12	$ 4,074.46	$ (574.46)	-16.41%	83.3%
01-107-000-0000-6334 MEALS - TAXABLE	$ 300.00	$ -	$ 57.35	$ 242.65	80.88%	83.3%
01-107-000-0000-6338 CONFERENCES & MEETINGS	$ 8,000.00	$ 325.00	$ 1,533.13	$ 6,466.87	80.84%	83.3%
01-107-000-0000-6359 SURCHARGES	$ 20,000.00	$ 2,502.43	$ 19,209.63	$ 790.37	3.95%	83.3%
01-107-000-0000-6410 OFFICE SUPPLIES	$ 6,000.00	$ 132.98	$ 2,091.65	$ 3,908.35	65.14%	83.3%
01-107-000-0000-6451 FUEL - LUBE ETC	$ -	$ -	$ 653.88	$ (653.88)	0.00%	83.3%
01-107-000-0000-6452 VEHICLE MAINTENANCE	$ -	$ -	$ 406.32	$ (406.32)	0.00%	83.3%
01-107-000-0000-6480 EQUIPMENT LESS THAN $5,000	$ 11,650.00	$ 323.73	$ 5,281.09	$ 6,368.91	54.67%	83.3%
01-107-000-0000-6802 REFUNDS AND CANCELATIONS	$ 5,000.00	$ -	$ 422.00	$ 4,578.00	91.56%	83.3%
01-107-000-0000-6842 BOOT / SAFETY GEAR	$ 1,750.00	$ 661.44	$ 1,161.39	$ 588.61	33.63%	83.3%
01-107-000-0000-6859 MISCELLANEOUS EXPENSES	$ -	$ -	$ 1,846.00	$ (1,846.00)	0.00%	83.3%
01-107-000-0000-6918 APPORTIONMENT FOR SCORE GRANT	$ 125,500.00	$ -	$ -	$ 125,500.00	100.00%	83.3%
Expenditure Total	$ 2,114,768.00	$ 147,695.33	$ 1,490,911.21	$ 623,856.79	29.50%	83.3%
107 - PLANNING AND ZONING Total	**$ -**	**$ 54,052.46**	**$ 74,876.57**	**$ (74,876.57)**	**0.00%**	**83.3%**
111 - BUILDING CARE						
Revenue						
01-111-000-0000-5001 PROPERTY TAXES - CURRENT	$ (1,729,365.00)	$ -	$ (913,073.53)	$ (816,291.47)	47.20%	83.3%
01-111-000-0000-5501 FEES AND SERVICE CHARGES	$ -	$ -	$ (3,914.25)	$ 3,914.25	0.00%	83.3%
01-111-000-0000-5803 LAND AND SPACE RENTAL REIMBURSEMENT	$ (3,212,908.00)	$ (15,761.55)	$ (2,251,486.96)	$ (961,421.04)	29.92%	83.3%
01-111-000-0000-5830 MISCELLANEOUS REVENUE	$ -	$ -	$ (461.06)	$ 461.06	0.00%	83.3%
01-111-000-0000-5910 TRANSFERS IN	$ (199,091.22)	$ -	$ -	$ (199,091.22)	100.00%	83.3%
01-111-000-0000-5911 USE OF FUND BALANCE	$ (50,477.20)	$ -	$ -	$ (50,477.20)	100.00%	83.3%
Revenue Total	$ (5,191,841.42)	$ (15,761.55)	$ (3,168,935.80)	$ (2,022,905.62)	38.96%	83.3%

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Expenditure							
01-111-000-0000-6101 FULL TIME PERSONNEL	$ 1,213,893.40	$ 84,506.20	$ 863,028.41	$ 350,864.99	28.90%	83.3%
01-111-000-0000-6106 OVERTIME	$ 2,500.00	$ -	$ 188.29	$ 2,311.71	92.47%	83.3%
01-111-000-0000-6116 DEFERRED COMPSENATION - CTY PORTION	$ 3,956.00	$ 225.50	$ 2,955.00	$ 1,001.00	25.30%	83.3%
01-111-000-0000-6119 FLOATING HOLIDAY 2	$ -	$ 593.44	$ 8,185.48	$ (8,185.48)	0.00%	83.3%
01-111-000-0000-6121 COMPENSATORY LEAVE	$ -	$ 43.20	$ 1,448.83	$ (1,448.83)	0.00%	83.3%
01-111-000-0000-6123 PAID TIME OFF LEAVE	$ -	$ 7,271.56	$ 82,949.39	$ (82,949.39)	0.00%	83.3%
01-111-000-0000-6153 COUNTY SHARE INSURANCE	$ 259,358.00	$ 20,856.64	$ 208,566.40	$ 50,791.60	19.58%	83.3%
01-111-000-0000-6162 MEDICARE	$ 17,601.69	$ 1,289.99	$ 13,358.13	$ 4,243.56	24.11%	83.3%
01-111-000-0000-6163 PERA CONTRIBUTIONS	$ 91,044.03	$ 6,931.08	$ 71,685.00	$ 19,359.03	21.26%	83.3%
01-111-000-0000-6175 SOCIAL SECURITY	$ 75,261.10	$ 5,515.68	$ 57,117.50	$ 18,143.60	24.11%	83.3%
01-111-000-0000-6203 TELEPHONE	$ 10,400.00	$ 1,093.33	$ 7,540.53	$ 2,859.47	27.49%	83.3%
01-111-000-0000-6205 POSTAGE	$ 150.00	$ -	$ -	$ 150.00	100.00%	83.3%
01-111-000-0000-6245 MEMBERSHIPS, DUES & FEES	$ 2,000.00	$ 19.00	$ 2,004.00	$ (4.00)	-0.20%	83.3%
01-111-000-0000-6251 UTILITY SERVICES	$ 1,897,500.00	$ 143,470.72	$ 1,202,983.09	$ 694,516.91	36.60%	83.3%
01-111-000-0000-6260 SOFTWARE SYSTEMS SUPPORT	$ 12,250.00	$ 1,074.23	$ 12,133.22	$ 116.78	0.95%	83.3%
01-111-000-0000-6261 PROFESSIONAL SERVICES	$ 730,000.00	$ 56,881.98	$ 565,669.80	$ 164,330.20	22.51%	83.3%
01-111-000-0000-6301 REPAIRS & MAINTENANCE	$ 503,281.20	$ 12,198.26	$ 324,504.72	$ 178,776.48	35.52%	83.3%
01-111-000-0000-6333 TRAVEL REIMBURSEMENT	$ 450.00	$ -	$ 45.79	$ 404.21	89.82%	83.3%
01-111-000-0000-6338 CONFERENCES & MEETINGS	$ 1,500.00	$ -	$ 136.00	$ 1,364.00	90.93%	83.3%
01-111-000-0000-6343 MACHINERY OR EQUIPMENT LEASES	$ 1,000.00	$ -	$ -	$ 1,000.00	100.00%	83.3%
01-111-000-0000-6410 OFFICE SUPPLIES	$ -	$ 36.48	$ 129.68	$ (129.68)	0.00%	83.3%
01-111-000-0000-6411 OPERATING SUPPLIES	$ 50,000.00	$ 9,376.85	$ 31,821.69	$ 18,178.31	36.36%	83.3%
01-111-000-0000-6419 JANITORIAL SUPPLIES	$ 115,000.00	$ 12,676.31	$ 93,411.69	$ 21,588.31	18.77%	83.3%
01-111-000-0000-6451 FUEL - LUBE ETC	$ 5,000.00	$ -	$ -	$ 5,000.00	100.00%	83.3%
01-111-000-0000-6452 VEHICLE MAINTENANCE	$ 7,500.00	$ -	$ -	$ 7,500.00	100.00%	83.3%
01-111-000-0000-6480 EQUIPMENT LESS THAN $5,000	$ 21,250.00	$ 2,285.43	$ 8,312.97	$ 12,937.03	60.88%	83.3%
01-111-000-0000-6605 SITE IMPROVEMENTS	$ 99,500.00	$ -	$ 34,080.23	$ 65,419.77	65.75%	83.3%
01-111-000-0000-6621 EQUIPMENT GREATER THAN $5,000	$ 67,196.00	$ -	$ 52,474.55	$ 14,721.45	21.91%	83.3%
01-111-000-0000-6842 BOOT / SAFETY GEAR	$ 4,250.00	$ 2,039.45	$ 2,592.93	$ 1,657.07	38.99%	83.3%
Expenditure Total	$ 5,191,841.42	$ 368,385.33	$ 3,647,323.32	$ 1,544,518.10	29.75%	83.3%
111 - BUILDING CARE Total	**$ (0.00)**	**$ 352,623.78**	**$ 478,387.52**	**$ (478,387.52)**	**0.00%**	**83.3%**
121 - VETERAN SERVICES						
Revenue						
01-121-000-0000-5001 PROPERTY TAXES - CURRENT	$ (417,706.00)	$ -	$ (220,998.69)	$ (196,707.31)	47.09%	83.3%
01-121-000-0000-5327 STATE GRANTS 2	$ (15,000.00)	$ -	$ (15,000.00)	$ -	0.00%	83.3%
01-121-000-0000-5757 CONTRIBUTIONS - DEDICATED	$ -	$ -	$ (2,000.00)	$ 2,000.00	0.00%	83.3%
01-121-000-0000-5830 MISCELLANEOUS REVENUE	$ (2,800.00)	$ -	$ -	$ (2,800.00)	100.00%	83.3%
Revenue Total	$ (435,506.00)	$ -	$ (237,998.69)	$ (197,507.31)	45.35%	83.3%
Expenditure						

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01-121-000-0000-6101 FULL TIME PERSONNEL	$ 304,465.00	$ 21,989.50	$ 227,449.33	$ 77,015.67	25.30%	83.3%
01-121-000-0000-6106 OVERTIME	$ -	$ -	$ 2,958.77	$ (2,958.77)	0.00%	83.3%
01-121-000-0000-6119 FLOATING HOLIDAY 2	$ -	$ -	$ 665.28	$ (665.28)	0.00%	83.3%
01-121-000-0000-6121 COMPENSATORY LEAVE	$ -	$ 947.28	$ 1,692.36	$ (1,692.36)	0.00%	83.3%
01-121-000-0000-6123 PAID TIME OFF LEAVE	$ -	$ 732.02	$ 13,310.70	$ (13,310.70)	0.00%	83.3%
01-121-000-0000-6153 COUNTY SHARE INSURANCE	$ 54,563.00	$ 5,314.91	$ 53,149.10	$ 1,413.90	2.59%	83.3%
01-121-000-0000-6162 MEDICARE	$ 4,415.00	$ 317.68	$ 3,313.05	$ 1,101.95	24.96%	83.3%
01-121-000-0000-6163 PERA CONTRIBUTIONS	$ 22,835.00	$ 1,775.16	$ 18,455.74	$ 4,379.26	19.18%	83.3%
01-121-000-0000-6175 SOCIAL SECURITY	$ 18,878.00	$ 1,358.41	$ 14,166.17	$ 4,711.83	24.96%	83.3%
01-121-000-0000-6203 TELEPHONE	$ 2,800.00	$ 207.02	$ 1,990.13	$ 809.87	28.92%	83.3%
01-121-000-0000-6205 POSTAGE	$ 750.00	$ 18.24	$ 176.69	$ 573.31	76.44%	83.3%
01-121-000-0000-6245 MEMBERSHIPS, DUES & FEES	$ 2,100.00	$ -	$ 1,250.00	$ 850.00	40.48%	83.3%
01-121-000-0000-6260 SOFTWARE SYSTEMS SUPPORT	$ 2,700.00	$ -	$ 1,980.00	$ 720.00	26.67%	83.3%
01-121-000-0000-6333 TRAVEL REIMBURSEMENT	$ 2,500.00	$ -	$ 212.12	$ 2,287.88	91.52%	83.3%
01-121-000-0000-6334 MEALS - TAXABLE	$ 500.00	$ -	$ 49.07	$ 450.93	90.19%	83.3%
01-121-000-0000-6338 CONFERENCES & MEETINGS	$ 7,500.00	$ -	$ 3,748.19	$ 3,751.81	50.02%	83.3%
01-121-000-0000-6410 OFFICE SUPPLIES	$ 1,500.00	$ -	$ 347.94	$ 1,152.06	76.80%	83.3%
01-121-000-0000-6411 OPERATING SUPPLIES	$ 6,000.00	$ (200.00)	$ 2,454.70	$ 3,545.30	59.09%	83.3%
01-121-000-0000-6480 EQUIPMENT LESS THAN $5,000	$ 4,000.00	$ -	$ 5,151.35	$ (1,151.35)	-28.78%	83.3%
Expenditure Total	$ 435,506.00	$ 32,460.22	$ 352,520.69	$ 82,985.31	19.05%	83.3%
121 - VETERAN SERVICES Total	**$ -**	**$ 32,460.22**	**$ 114,522.00**	**$ (114,522.00)**	**0.00%**	**83.3%**
201 - SHERIFF						
Revenue						
01-201-000-0000-5001 PROPERTY TAXES - CURRENT	$ (20,563,249.00)	$ -	$ (10,869,646.03)	$ (9,693,602.97)	47.14%	83.3%
01-201-000-0000-5117 TOBACCO LICENSE	$ (5,000.00)	$ -	$ (1,633.64)	$ (3,366.36)	67.33%	83.3%
01-201-000-0000-5229 STATE SHARED REVENUE	$ (15,000.00)	$ (763.50)	$ (19,702.50)	$ 4,702.50	-31.35%	83.3%
01-201-000-0000-5230 POLICE AID	$ (2,055,728.15)	$ (2,055,728.15)	$ (2,055,728.15)	$ -	0.00%	83.3%
01-201-000-0000-5297 LOCAL GRANT - OPIOID SETTLEMENT	$ (100,000.00)	$ (90,000.00)	$ (90,000.00)	$ (10,000.00)	10.00%	83.3%
01-201-000-0000-5381 STATE GRT-DEPT NAT RESOURCES	$ (38,554.00)	$ -	$ (41,428.00)	$ 2,874.00	-7.45%	83.3%
01-201-000-0000-5382 STATE GRT-PEACE OFFICERS BOARD	$ (158,000.00)	$ -	$ (167,250.97)	$ 9,250.97	-5.86%	83.3%
01-201-000-0000-5407 FED GRANTS - BOAT AND WATER	$ (52,085.00)	$ -	$ (52,085.00)	$ -	0.00%	83.3%
01-201-000-0000-5408 FED GRANTS - SAFE AND SOBER	$ (27,200.00)	$ -	$ (29,774.49)	$ 2,574.49	-9.47%	83.3%
01-201-000-0000-5501 FEES AND SERVICE CHARGES	$ (125,000.00)	$ -	$ (6,721.00)	$ (118,279.00)	94.62%	83.3%
01-201-000-0000-5528 INTRA COUNTY SERVICES - HIGHWAY	$ -	$ -	$ (5,261.00)	$ 5,261.00	0.00%	83.3%
01-201-000-0000-5532 SHERIFF CONTRACTS	$ (11,222,340.00)	$ (603,178.47)	$ (9,078,079.99)	$ (2,144,260.01)	19.11%	83.3%
01-201-000-0000-5534 INACTIVE FEES AND SERVICES 2	$ (95,000.00)	$ -	$ -	$ (95,000.00)	100.00%	83.3%
01-201-000-0000-5602 FINES AND FORFEITS	$ -	$ (2,400.00)	$ (6,050.00)	$ 6,050.00	0.00%	83.3%
01-201-000-0000-5635 FINES - PATROL FINES	$ (237,464.32)	$ (18,720.35)	$ (217,770.62)	$ (19,693.70)	8.29%	83.3%
01-201-000-0000-5751 GIFTS AND CONTRIBUTIONS	$ -	$ (1,000.00)	$ (2,746.40)	$ 2,746.40	0.00%	83.3%
01-201-000-0000-5801 REFUNDS AND REIMBURSEMENTS	$ -	$ -	$ (43,134.54)	$ 43,134.54	0.00%	83.3%

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01-201-000-0000-5806 REIMBURSEMENT - 800 MHZ	$ (136,080.00)	$ -	$ (420.00)	$ (135,660.00)	99.69%	83.3%
01-201-000-0000-5830 MISCELLANEOUS REVENUE	$ (35,000.00)	$ (57,834.89)	$ (371,186.37)	$ 336,186.37	-960.53%	83.3%
01-201-000-0000-5832 SALE OF CAPITAL ASSETS	$ (25,000.00)	$ (24,524.60)	$ (76,732.74)	$ 51,732.74	-206.93%	83.3%
01-201-000-0000-5910 TRANSFERS IN	$ (247,909.00)	$ -	$ (41,627.47)	$ (206,281.53)	83.21%	83.3%
01-201-000-0000-5911 USE OF FUND BALANCE	$ (1,676,118.03)	$ -	$ -	$ (1,676,118.03)	100.00%	83.3%
01-201-280-0000-5412 FED GRANTS - BUFFER ZONE	$ (65,158.00)	$ -	$ -	$ (65,158.00)	100.00%	83.3%
01-201-281-0000-5307 STATE GRT-INDOOR RADON GRANT	$ (206,500.00)	$ (1,727.78)	$ (190,663.62)	$ (15,836.38)	7.67%	83.3%
01-201-282-0000-5806 REIMBURSEMENT - 800 MHZ	$ -	$ -	$ (12,285.00)	$ 12,285.00	0.00%	83.3%
01-201-282-0000-5990 REIMBURSEMENT - 800MHZ	$ -	$ (210.00)	$ (69,510.00)	$ 69,510.00	0.00%	83.3%
Revenue Total	$ (37,086,385.50)	$ (2,856,087.74)	$ (23,449,437.53)	$ (13,636,947.97)	36.77%	83.3%
Expenditure						
01-201-000-0000-6101 FULL TIME PERSONNEL	$ 20,040,251.00	$ 963,148.65	$ 13,000,001.06	$ 7,040,249.94	35.13%	83.3%
01-201-000-0000-6103 PART TIME PERSONNEL	$ 52,554.00	$ 3,284.53	$ 26,155.01	$ 26,398.99	50.23%	83.3%
01-201-000-0000-6104 TEMPORARY PERSONNEL	$ 90,000.00	$ 8,890.26	$ 62,662.08	$ 27,337.92	30.38%	83.3%
01-201-000-0000-6105 HOLIDAY PAY	$ 328,000.00	$ 538.56	$ 117,530.83	$ 210,469.17	64.17%	83.3%
01-201-000-0000-6106 OVERTIME	$ 430,188.00	$ 60,295.17	$ 602,459.86	$ (172,271.86)	-40.05%	83.3%
01-201-000-0000-6107 COURT TIME	$ 22,500.00	$ 6,087.27	$ 41,822.13	$ (19,322.13)	-85.88%	83.3%
01-201-000-0000-6108 ON CALL PAY	$ 49,866.00	$ 1,880.00	$ 19,935.00	$ 29,931.00	60.02%	83.3%
01-201-000-0000-6110 SHIFT DIFFERENTIAL	$ -	$ 451,398.50	$ 1,697,580.81	$ (1,697,580.81)	0.00%	83.3%
01-201-000-0000-6112 WELLNESS PROGRAM-PERS-E	$ 95,000.00	$ 150.00	$ 1,244.00	$ 93,756.00	98.69%	83.3%
01-201-000-0000-6115 MENTORSHIP PROGRAM-PERS-E	$ 15,000.00	$ 500.00	$ 6,500.00	$ 8,500.00	56.67%	83.3%
01-201-000-0000-6116 DEFERRED COMPSENATION - CTY PORTION	$ 76,460.00	$ 2,507.40	$ 51,818.90	$ 24,641.10	32.23%	83.3%
01-201-000-0000-6119 FLOATING HOLIDAY 2	$ -	$ 3,696.16	$ 99,167.54	$ (99,167.54)	0.00%	83.3%
01-201-000-0000-6120 EXTENDED SICK LEAVE	$ -	$ 4,167.54	$ 165,274.11	$ (165,274.11)	0.00%	83.3%
01-201-000-0000-6121 COMPENSATORY LEAVE	$ -	$ 10,710.69	$ 96,824.61	$ (96,824.61)	0.00%	83.3%
01-201-000-0000-6123 PAID TIME OFF LEAVE	$ -	$ 118,715.97	$ 1,480,497.49	$ (1,480,497.49)	0.00%	83.3%
01-201-000-0000-6153 COUNTY SHARE INSURANCE	$ 3,733,213.00	$ 336,110.78	$ 3,168,188.98	$ 565,024.02	15.14%	83.3%
01-201-000-0000-6162 MEDICARE	$ 278,349.00	$ 22,908.25	$ 244,639.29	$ 33,709.71	12.11%	83.3%
01-201-000-0000-6163 PERA CONTRIBUTIONS	$ 3,088,405.00	$ 259,821.55	$ 2,740,484.13	$ 347,920.87	11.27%	83.3%
01-201-000-0000-6170 TUITION REIMBURSEMENT	$ -	$ -	$ 3,005.00	$ (3,005.00)	0.00%	83.3%
01-201-000-0000-6175 SOCIAL SECURITY	$ 214,354.00	$ 16,432.41	$ 173,508.24	$ 40,845.76	19.06%	83.3%
01-201-000-0000-6203 TELEPHONE	$ 128,640.00	$ 3,736.83	$ 105,741.02	$ 22,898.98	17.80%	83.3%
01-201-000-0000-6204 DATA CARD	$ 73,008.77	$ 785.25	$ 36,674.22	$ 36,334.55	49.77%	83.3%
01-201-000-0000-6205 POSTAGE	$ 9,455.00	$ 801.00	$ 5,660.99	$ 3,794.01	40.13%	83.3%
01-201-000-0000-6233 PHOTOCOPYING	$ 5,250.00	$ -	$ 836.59	$ 4,413.41	84.06%	83.3%
01-201-000-0000-6235 PUBLICATIONS & BROCHURES	$ 840.00	$ -	$ 364.65	$ 475.35	56.59%	83.3%
01-201-000-0000-6245 MEMBERSHIPS, DUES & FEES	$ 16,099.00	$ 100.00	$ 14,344.82	$ 1,754.18	10.90%	83.3%
01-201-000-0000-6260 SOFTWARE SYSTEMS SUPPORT	$ 383,500.00	$ 55,596.28	$ 128,220.19	$ 255,279.81	66.57%	83.3%
01-201-000-0000-6261 PROFESSIONAL SERVICES	$ 220,000.00	$ 13,905.53	$ 177,652.37	$ 42,347.63	19.25%	83.3%
01-201-000-0000-6301 REPAIRS & MAINTENANCE	$ 40,479.00	$ 4,772.79	$ 14,867.67	$ 25,611.33	63.27%	83.3%

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01-201-000-0000-6305	800MHZ MAINTENANCE EXPENSE	$ 391,875.00	$ -	$ -	$ 391,875.00	100.00%	83.3%
01-201-000-0000-6333	TRAVEL REIMBURSEMENT	$ 525.00	$ -	$ 163.66	$ 361.34	68.83%	83.3%
01-201-000-0000-6334	MEALS - TAXABLE	$ 2,163.00	$ 229.34	$ 780.83	$ 1,382.17	63.90%	83.3%
01-201-000-0000-6338	CONFERENCES & MEETINGS	$ 114,213.00	$ 20,518.30	$ 106,258.90	$ 7,954.10	6.96%	83.3%
01-201-000-0000-6343	MACHINERY OR EQUIPMENT LEASES	$ 16,000.00	$ 1,004.47	$ 9,528.42	$ 6,471.58	40.45%	83.3%
01-201-000-0000-6410	OFFICE SUPPLIES	$ 30,112.00	$ 1,960.13	$ 11,813.12	$ 18,298.88	60.77%	83.3%
01-201-000-0000-6411	OPERATING SUPPLIES	$ 289,467.79	$ 4,999.11	$ 183,837.91	$ 105,629.88	36.49%	83.3%
01-201-000-0000-6412	OPERATING SUPPLIES - SPECIAL ELECTION	$ 19,455.00	$ -	$ 10,460.08	$ 8,994.92	46.23%	83.3%
01-201-000-0000-6414	OPERATING SUPPLIES - SNOWMOBILE	$ 7,875.00	$ -	$ 3,123.69	$ 4,751.31	60.33%	83.3%
01-201-000-0000-6431	MEDICAL SUPPLIES	$ -	$ -	$ 1,396.39	$ (1,396.39)	0.00%	83.3%
01-201-000-0000-6451	FUEL - LUBE ETC	$ 1,198,785.00	$ 31,079.94	$ 440,798.65	$ 757,986.35	63.23%	83.3%
01-201-000-0000-6452	VEHICLE MAINTENANCE	$ 310,391.00	$ 21,308.18	$ 301,779.57	$ 8,611.43	2.77%	83.3%
01-201-000-0000-6458	JAIL MEDICAL	$ -	$ -	$ 801.52	$ (801.52)	0.00%	83.3%
01-201-000-0000-6480	EQUIPMENT LESS THAN $5,000	$ 1,300,622.17	$ 82,327.64	$ 632,533.07	$ 668,089.10	51.37%	83.3%
01-201-000-0000-6485	SOFTWARE AND SYSTEM SUPPORT LESS THAN $50,000	$ -	$ -	$ 5,590.00	$ (5,590.00)	0.00%	83.3%
01-201-000-0000-6621	EQUIPMENT GREATER THAN $5,000	$ 275,585.00	$ -	$ 113,832.30	$ 161,752.70	58.69%	83.3%
01-201-000-0000-6633	VEHICLES PURCHASED	$ 2,012,305.00	$ 357,159.52	$ 1,965,249.64	$ 47,055.36	2.34%	83.3%
01-201-000-0000-6801	MISCELLANEOUS EXPENSE	$ 32,500.00	$ 34.74	$ 7,367.75	$ 25,132.25	77.33%	83.3%
01-201-000-0000-6805	COUNTY ATTORNEY CONTINGENCY EXPENSES	$ 35,834.00	$ 2,403.89	$ 22,059.00	$ 13,775.00	38.44%	83.3%
01-201-000-0000-6806	UNIFORM ALLOWANCE	$ 239,000.00	$ 5,336.42	$ 198,130.72	$ 40,869.28	17.10%	83.3%
01-201-000-0000-6810	INTERGOVERNMENTAL EXPENDITURES	$ 580,134.77	$ 579,479.76	$ 579,479.76	$ 655.01	0.11%	83.3%
01-201-000-0000-6850	UNBUDGETED MISC GRANT EXP	$ -	$ -	$ 5,414.33	$ (5,414.33)	0.00%	83.3%
01-201-000-0000-6858	CIVIL EXPENSE	$ -	$ -	$ 40.76	$ (40.76)	0.00%	83.3%
01-201-000-0000-6910	TRANSFER OUT	$ 476,840.00	$ -	$ -	$ 476,840.00	100.00%	83.3%
01-201-280-0000-6101	FULL TIME PERSONNEL	$ 94,272.00	$ 7,560.11	$ 78,343.38	$ 15,928.62	16.90%	83.3%
01-201-280-0000-6119	FLOATING HOLIDAY 2	$ -	$ -	$ 574.80	$ (574.80)	0.00%	83.3%
01-201-280-0000-6123	PAID TIME OFF LEAVE	$ -	$ 467.72	$ 5,717.39	$ (5,717.39)	0.00%	83.3%
01-201-280-0000-6153	COUNTY SHARE INSURANCE	$ 23,429.00	$ 2,152.29	$ 21,567.21	$ 1,861.79	7.95%	83.3%
01-201-280-0000-6162	MEDICARE	$ 1,367.00	$ 109.41	$ 1,156.33	$ 210.67	15.41%	83.3%
01-201-280-0000-6163	PERA CONTRIBUTIONS	$ 7,070.00	$ 602.09	$ 6,347.67	$ 722.33	10.22%	83.3%
01-201-280-0000-6175	SOCIAL SECURITY	$ 5,845.00	$ 467.85	$ 4,944.48	$ 900.52	15.41%	83.3%
01-201-280-0000-6203	TELEPHONE	$ 1,200.00	$ -	$ 272.83	$ 927.17	77.26%	83.3%
01-201-280-0000-6260	SOFTWARE SYSTEMS SUPPORT	$ -	$ -	$ 5,942.81	$ (5,942.81)	0.00%	83.3%
01-201-280-0000-6333	TRAVEL REIMBURSEMENT	$ 700.00	$ -	$ -	$ 700.00	100.00%	83.3%
01-201-280-0000-6338	CONFERENCES & MEETINGS	$ -	$ -	$ 2,443.86	$ (2,443.86)	0.00%	83.3%
01-201-280-0000-6342	RENT-COUNTY BUILDINGS	$ 5,702.00	$ -	$ 3,528.00	$ 2,174.00	38.13%	83.3%
01-201-280-0000-6859	MISCELLANEOUS EXPENSES	$ 1,230.00	$ 298.69	$ 1,765.78	$ (535.78)	-43.56%	83.3%
01-201-281-0000-6101	FULL TIME PERSONNEL	$ 91,180.00	$ 5,843.65	$ 58,653.45	$ 32,526.55	35.67%	83.3%
01-201-281-0000-6119	FLOATING HOLIDAY 2	$ -	$ -	$ 383.20	$ (383.20)	0.00%	83.3%
01-201-281-0000-6123	PAID TIME OFF LEAVE	$ -	$ 450.12	$ 5,010.58	$ (5,010.58)	0.00%	83.3%

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01-201-281-0000-6153 COUNTY SHARE INSURANCE	$ 23,445.00	$ 1,771.94	$ 17,675.09	$ 5,769.91	24.61%	83.3%
01-201-281-0000-6162 MEDICARE	$ 1,322.00	$ 85.69	$ 873.86	$ 448.14	33.90%	83.3%
01-201-281-0000-6163 PERA CONTRIBUTIONS	$ 6,839.00	$ 472.03	$ 4,803.53	$ 2,035.47	29.76%	83.3%
01-201-281-0000-6175 SOCIAL SECURITY	$ 5,653.00	$ 366.33	$ 3,736.31	$ 1,916.69	33.91%	83.3%
01-201-281-0000-6203 TELEPHONE	$ 15,000.00	$ 231.98	$ 2,605.95	$ 12,394.05	82.63%	83.3%
01-201-281-0000-6260 SOFTWARE SYSTEMS SUPPORT	$ -	$ -	$ 6,109.81	$ (6,109.81)	0.00%	83.3%
01-201-281-0000-6333 TRAVEL REIMBURSEMENT	$ -	$ -	$ 1,206.40	$ (1,206.40)	0.00%	83.3%
01-201-281-0000-6338 CONFERENCES & MEETINGS	$ 10,456.00	$ -	$ 3,560.13	$ 6,895.87	65.95%	83.3%
01-201-281-0000-6342 RENT-COUNTY BUILDINGS	$ 66,581.00	$ -	$ 46,863.00	$ 19,718.00	29.62%	83.3%
01-201-281-0000-6801 MISCELLANEOUS EXPENSE	$ -	$ -	$ 1,593.62	$ (1,593.62)	0.00%	83.3%
01-201-281-0000-6859 MISCELLANEOUS EXPENSES	$ -	$ 270.24	$ 11,011.75	$ (11,011.75)	0.00%	83.3%
01-201-282-0000-6205 POSTAGE	$ -	$ -	$ 952.00	$ (952.00)	0.00%	83.3%
01-201-282-0000-6305 800MHZ MAINTENANCE EXPENSE	$ -	$ 11,684.14	$ 271,269.77	$ (271,269.77)	0.00%	83.3%
Expenditure Total	$ 37,086,385.50	$ 3,491,617.09	$ 29,453,014.65	$ 7,633,370.85	20.58%	83.3%
201 - SHERIFF Total	**$ (0.00)**	**$ 635,529.35**	**$ 6,003,577.12**	**$ (6,003,577.12)**	**0.00%**	**83.3%**
225 - COUNTY CORONER						
Revenue						
01-225-000-0000-5001 PROPERTY TAXES - CURRENT	$ (403,790.00)	$ -	$ (212,275.06)	$ (191,514.94)	47.43%	83.3%
Revenue Total	$ (403,790.00)	$ -	$ (212,275.06)	$ (191,514.94)	47.43%	83.3%
Expenditure						
01-225-000-0000-6251 UTILITY SERVICES	$ -	$ -	$ 97,122.25	$ (97,122.25)	0.00%	83.3%
01-225-000-0000-6261 PROFESSIONAL SERVICES	$ 403,790.00	$ -	$ 194,244.50	$ 209,545.50	51.89%	83.3%
Expenditure Total	$ 403,790.00	$ -	$ 291,366.75	$ 112,423.25	27.84%	83.3%
225 - COUNTY CORONER Total	**$ -**	**$ -**	**$ 79,091.69**	**$ (79,091.69)**	**0.00%**	**83.3%**
250 - SHERIFF-CORRECTIONS						
Revenue						
01-250-000-0000-5001 PROPERTY TAXES - CURRENT	$ (8,688,328.00)	$ -	$ (4,591,538.55)	$ (4,096,789.45)	47.15%	83.3%
01-250-000-0000-5415 FED GRANTS - ALIEN ASSISTANCE GRANT	$ (6,000.00)	$ -	$ -	$ (6,000.00)	100.00%	83.3%
01-250-000-0000-5510 FEE - BOOKING FEES	$ (50,000.00)	$ (8,020.40)	$ (66,348.70)	$ 16,348.70	-32.70%	83.3%
01-250-000-0000-5515 FEE - PAY TO STAY	$ (157,000.00)	$ (71,209.80)	$ (572,802.69)	$ 415,802.69	-264.84%	83.3%
01-250-000-0000-5520 JAIL MEDICAL REVENUE	$ (50,000.00)	$ (9,257.65)	$ (82,507.77)	$ 32,507.77	-65.02%	83.3%
01-250-000-0000-5533 BOARDING PRISONERS REIMBURSEMENT	$ (2,100,000.00)	$ (110,240.00)	$ (727,434.21)	$ (1,372,565.79)	65.36%	83.3%
01-250-000-0000-5541 PAY PHONE COMMISSION	$ (35,000.00)	$ -	$ (31,804.16)	$ (3,195.84)	9.13%	83.3%
01-250-000-0000-5807 PH MEDICAL REIMBURSEMENT	$ (2,500.00)	$ 294.23	$ (2,358.60)	$ (141.40)	5.66%	83.3%
01-250-000-0000-5830 MISCELLANEOUS REVENUE	$ (27,679.00)	$ (1,715.17)	$ (44,869.76)	$ 17,190.76	-62.11%	83.3%
01-250-000-0000-5910 TRANSFERS IN	$ (8,147.00)	$ -	$ (25,105.43)	$ 16,958.43	-208.16%	83.3%
01-250-000-0000-5911 USE OF FUND BALANCE	$ (75,932.20)	$ -	$ -	$ (75,932.20)	100.00%	83.3%
Revenue Total	$ (11,200,586.20)	$ (200,148.79)	$ (6,144,769.87)	$ (5,055,816.33)	45.14%	83.3%
Expenditure						
01-250-000-0000-6101 FULL TIME PERSONNEL	$ 5,037,389.00	$ 254,659.55	$ 3,743,726.77	$ 1,293,662.23	25.68%	83.3%

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01-250-000-0000-6104 TEMPORARY PERSONNEL	$ 40,000.00	$ 6,306.41	$ 30,867.44	$ 9,132.56	22.83%	83.3%
01-250-000-0000-6105 HOLIDAY PAY	$ 97,026.00	$ -	$ 38,485.05	$ 58,540.95	60.34%	83.3%
01-250-000-0000-6106 OVERTIME	$ 200,000.00	$ 22,174.16	$ 163,867.65	$ 36,132.35	18.07%	83.3%
01-250-000-0000-6107 COURT TIME	$ 3,000.00	$ 182.60	$ 1,123.94	$ 1,876.06	62.54%	83.3%
01-250-000-0000-6110 SHIFT DIFFERENTIAL	$ -	$ 120,058.96	$ 496,622.90	$ (496,622.90)	0.00%	83.3%
01-250-000-0000-6112 WELLNESS PROGRAM-PERS-E	$ 20,000.00	$ -	$ -	$ 20,000.00	100.00%	83.3%
01-250-000-0000-6115 MENTORSHIP PROGRAM-PERS-E	$ 15,000.00	$ -	$ 4,500.00	$ 10,500.00	70.00%	83.3%
01-250-000-0000-6116 DEFERRED COMPSENATION - CTY PORTION	$ 8,147.00	$ 409.50	$ 6,006.50	$ 2,140.50	26.27%	83.3%
01-250-000-0000-6119 FLOATING HOLIDAY 2	$ -	$ 1,350.50	$ 30,680.02	$ (30,680.02)	0.00%	83.3%
01-250-000-0000-6120 EXTENDED SICK LEAVE	$ -	$ 101.55	$ 14,551.31	$ (14,551.31)	0.00%	83.3%
01-250-000-0000-6121 COMPENSATORY LEAVE	$ -	$ 6,331.40	$ 43,939.37	$ (43,939.37)	0.00%	83.3%
01-250-000-0000-6123 PAID TIME OFF LEAVE	$ -	$ 40,701.60	$ 437,201.63	$ (437,201.63)	0.00%	83.3%
01-250-000-0000-6153 COUNTY SHARE INSURANCE	$ 1,167,137.00	$ 101,632.32	$ 1,044,406.01	$ 122,730.99	10.52%	83.3%
01-250-000-0000-6162 MEDICARE	$ 73,083.00	$ 6,323.76	$ 71,139.94	$ 1,943.06	2.66%	83.3%
01-250-000-0000-6163 PERA CONTRIBUTIONS	$ 441,272.00	$ 39,508.68	$ 436,642.93	$ 4,629.07	1.05%	83.3%
01-250-000-0000-6175 SOCIAL SECURITY	$ 312,494.00	$ 26,694.75	$ 300,281.40	$ 12,212.60	3.91%	83.3%
01-250-000-0000-6203 TELEPHONE	$ 5,250.00	$ 1,121.55	$ 10,142.46	$ (4,892.46)	-93.19%	83.3%
01-250-000-0000-6233 PHOTOCOPYING	$ -	$ -	$ 836.61	$ (836.61)	0.00%	83.3%
01-250-000-0000-6235 PUBLICATIONS & BROCHURES	$ 450.00	$ -	$ 276.95	$ 173.05	38.46%	83.3%
01-250-000-0000-6245 MEMBERSHIPS, DUES & FEES	$ 500.00	$ -	$ 275.00	$ 225.00	45.00%	83.3%
01-250-000-0000-6260 SOFTWARE SYSTEMS SUPPORT	$ 44,377.00	$ 600.00	$ 41,379.74	$ 2,997.26	6.75%	83.3%
01-250-000-0000-6261 PROFESSIONAL SERVICES	$ 105,250.00	$ 4,500.00	$ 34,463.80	$ 70,786.20	67.26%	83.3%
01-250-000-0000-6301 REPAIRS & MAINTENANCE	$ 35,000.00	$ 2,886.72	$ 15,183.46	$ 19,816.54	56.62%	83.3%
01-250-000-0000-6305 800MHZ MAINTENANCE EXPENSE	$ 6,440.00	$ -	$ -	$ 6,440.00	100.00%	83.3%
01-250-000-0000-6333 TRAVEL REIMBURSEMENT	$ 575.00	$ -	$ 36.00	$ 539.00	93.74%	83.3%
01-250-000-0000-6334 MEALS - TAXABLE	$ 918.00	$ -	$ 195.14	$ 722.86	78.74%	83.3%
01-250-000-0000-6338 CONFERENCES & MEETINGS	$ 30,720.00	$ 1,082.75	$ 30,262.87	$ 457.13	1.49%	83.3%
01-250-000-0000-6342 RENT-COUNTY BUILDINGS	$ 1,619,646.00	$ -	$ 1,169,550.00	$ 450,096.00	27.79%	83.3%
01-250-000-0000-6343 MACHINERY OR EQUIPMENT LEASES	$ 10,000.00	$ 1,105.78	$ 10,440.20	$ (440.20)	-4.40%	83.3%
01-250-000-0000-6410 OFFICE SUPPLIES	$ 5,000.00	$ 306.95	$ 3,547.55	$ 1,452.45	29.05%	83.3%
01-250-000-0000-6411 OPERATING SUPPLIES	$ 88,093.00	$ 2,044.28	$ 40,443.18	$ 47,649.82	54.09%	83.3%
01-250-000-0000-6412 OPERATING SUPPLIES - SPECIAL ELECTION	$ -	$ -	$ 43.13	$ (43.13)	0.00%	83.3%
01-250-000-0000-6451 FUEL - LUBE ETC	$ 4,000.00	$ -	$ 766.63	$ 3,233.37	80.83%	83.3%
01-250-000-0000-6452 VEHICLE MAINTENANCE	$ 2,000.00	$ 32.50	$ 317.38	$ 1,682.62	84.13%	83.3%
01-250-000-0000-6458 JAIL MEDICAL	$ 1,130,822.15	$ 120,918.89	$ 996,102.09	$ 134,720.06	11.91%	83.3%
01-250-000-0000-6459 LAW ENFORCE-JAIL FOOD-LAUNDRY	$ 532,000.00	$ 31,875.30	$ 369,052.73	$ 162,947.27	30.63%	83.3%
01-250-000-0000-6480 EQUIPMENT LESS THAN $5,000	$ 39,933.00	$ 28.06	$ 13,263.51	$ 26,669.49	66.79%	83.3%
01-250-000-0000-6574 REPAIR PARTS	$ 64.05	$ -	$ -	$ 64.05	100.00%	83.3%
01-250-000-0000-6801 MISCELLANEOUS EXPENSE	$ -	$ -	$ 19,171.72	$ (19,171.72)	0.00%	83.3%
01-250-000-0000-6806 UNIFORM ALLOWANCE	$ 75,000.00	$ -	$ 55,850.00	$ 19,150.00	25.53%	83.3%

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01-250-000-0000-6807 MATERIALS FOR RESALE - POP ETC.	$ -	$ 159.74	$ 159.74	$ (159.74)	0.00%	83.3%
01-250-000-0000-6887 BAD DEBT EXPENSE	$ 50,000.00	$ 6,830.60	$ 35,523.21	$ 14,476.79	28.95%	83.3%
Expenditure Total	$ 11,200,586.20	$ 799,928.86	$ 9,711,325.96	$ 1,489,260.24	13.30%	83.3%
250 - SHERIFF-CORRECTIONS Total	**$ 0.00**	**$ 599,780.07**	**$ 3,566,556.09**	**$ (3,566,556.09)**	**0.00%**	**83.3%**
521 - PARKS						
Revenue						
01-521-000-0000-5001 PROPERTY TAXES - CURRENT	$ (2,320,086.00)	$ -	$ (1,227,124.30)	$ (1,092,961.70)	47.11%	83.3%
01-521-000-0000-5327 STATE GRANTS 2	$ (124,000.00)	$ -	$ (82,480.44)	$ (41,519.56)	33.48%	83.3%
01-521-000-0000-5501 FEES AND SERVICE CHARGES	$ (463,000.00)	$ (10,800.07)	$ (461,361.46)	$ (1,638.54)	0.35%	83.3%
01-521-000-0000-5602 FINES AND FORFEITS	$ -	$ -	$ (300.00)	$ 300.00	0.00%	83.3%
01-521-000-0000-5801 REFUNDS AND REIMBURSEMENTS	$ -	$ -	$ (722.32)	$ 722.32	0.00%	83.3%
01-521-000-0000-5830 MISCELLANEOUS REVENUE	$ -	$ (2,812.17)	$ (71,866.74)	$ 71,866.74	0.00%	83.3%
01-521-000-0000-5910 TRANSFERS IN	$ (298,733.84)	$ -	$ -	$ (298,733.84)	100.00%	83.3%
01-521-000-0000-5911 USE OF FUND BALANCE	$ (75,337.55)	$ -	$ -	$ (75,337.55)	100.00%	83.3%
Revenue Total	$ (3,281,157.39)	$ (13,612.24)	$ (1,843,855.26)	$ (1,437,302.13)	43.80%	83.3%
Expenditure						
01-521-000-0000-6101 FULL TIME PERSONNEL	$ 1,219,254.80	$ 87,889.64	$ 872,289.12	$ 346,965.68	28.46%	83.3%
01-521-000-0000-6103 PART TIME PERSONNEL	$ -	$ -	$ 10,144.89	$ (10,144.89)	0.00%	83.3%
01-521-000-0000-6104 TEMPORARY PERSONNEL	$ 139,560.00	$ 16,222.48	$ 139,334.02	$ 225.98	0.16%	83.3%
01-521-000-0000-6105 HOLIDAY PAY	$ -	$ -	$ 832.08	$ (832.08)	0.00%	83.3%
01-521-000-0000-6106 OVERTIME	$ 22,395.00	$ 1,781.47	$ 8,037.14	$ 14,357.86	64.11%	83.3%
01-521-000-0000-6108 ON CALL PAY	$ -	$ -	$ 1,873.77	$ (1,873.77)	0.00%	83.3%
01-521-000-0000-6114 PER DIEM	$ 1,800.00	$ -	$ 1,400.00	$ 400.00	22.22%	83.3%
01-521-000-0000-6116 DEFERRED COMPSENATION - CTY PORTION	$ 5,070.00	$ 247.50	$ 3,675.00	$ 1,395.00	27.51%	83.3%
01-521-000-0000-6117 CONTRACT CARETAKERS	$ 160,525.00	$ 26,269.73	$ 153,749.76	$ 6,775.24	4.22%	83.3%
01-521-000-0000-6119 FLOATING HOLIDAY 2	$ -	$ -	$ 2,289.60	$ (2,289.60)	0.00%	83.3%
01-521-000-0000-6121 COMPENSATORY LEAVE	$ -	$ 242.78	$ 4,469.13	$ (4,469.13)	0.00%	83.3%
01-521-000-0000-6123 PAID TIME OFF LEAVE	$ -	$ 5,328.38	$ 85,009.12	$ (85,009.12)	0.00%	83.3%
01-521-000-0000-6153 COUNTY SHARE INSURANCE	$ 327,352.20	$ 30,292.65	$ 302,802.56	$ 24,549.64	7.50%	83.3%
01-521-000-0000-6162 MEDICARE	$ 17,655.11	$ 1,544.81	$ 15,552.30	$ 2,102.81	11.91%	83.3%
01-521-000-0000-6163 PERA CONTRIBUTIONS	$ 91,320.91	$ 7,130.08	$ 73,825.07	$ 17,495.84	19.16%	83.3%
01-521-000-0000-6175 SOCIAL SECURITY	$ 75,489.65	$ 6,605.33	$ 66,500.07	$ 8,989.58	11.91%	83.3%
01-521-000-0000-6203 TELEPHONE	$ 15,000.00	$ 1,036.71	$ 10,071.81	$ 4,928.19	32.85%	83.3%
01-521-000-0000-6205 POSTAGE	$ 500.00	$ -	$ 11.56	$ 488.44	97.69%	83.3%
01-521-000-0000-6235 PUBLICATIONS & BROCHURES	$ 12,000.00	$ -	$ 3,351.09	$ 8,648.91	72.07%	83.3%
01-521-000-0000-6245 MEMBERSHIPS, DUES & FEES	$ 11,951.00	$ 2,500.00	$ 12,295.00	$ (344.00)	-2.88%	83.3%
01-521-000-0000-6251 UTILITY SERVICES	$ 70,000.00	$ 3,995.90	$ 45,135.03	$ 24,864.97	35.52%	83.3%
01-521-000-0000-6260 SOFTWARE SYSTEMS SUPPORT	$ 22,138.00	$ -	$ 4,347.78	$ 17,790.22	80.36%	83.3%
01-521-000-0000-6261 PROFESSIONAL SERVICES	$ 136,250.00	$ 4,927.06	$ 88,138.95	$ 48,111.05	35.31%	83.3%
01-521-000-0000-6301 REPAIRS & MAINTENANCE	$ 95,402.00	$ 11,811.02	$ 73,266.28	$ 22,135.72	23.20%	83.3%

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01-521-000-0000-6305 800MHZ MAINTENANCE EXPENSE	$ 1,100.00	$ -	$ -	$ 1,100.00	100.00%	83.3%
01-521-000-0000-6333 TRAVEL REIMBURSEMENT	$ 200.00	$ -	$ -	$ 200.00	100.00%	83.3%
01-521-000-0000-6334 MEALS - TAXABLE	$ 500.00	$ -	$ 281.19	$ 218.81	43.76%	83.3%
01-521-000-0000-6338 CONFERENCES & MEETINGS	$ 8,950.00	$ 920.00	$ 6,332.69	$ 2,617.31	29.24%	83.3%
01-521-000-0000-6343 MACHINERY OR EQUIPMENT LEASES	$ 19,115.00	$ 1,801.20	$ 19,751.27	$ (636.27)	-3.33%	83.3%
01-521-000-0000-6359 SURCHARGES	$ 28,927.00	$ 1,223.96	$ 18,101.66	$ 10,825.34	37.42%	83.3%
01-521-000-0000-6360 PROPERTY TAX	$ 8,200.00	$ -	$ 6,369.92	$ 1,830.08	22.32%	83.3%
01-521-000-0000-6410 OFFICE SUPPLIES	$ 1,000.00	$ -	$ 1,015.40	$ (15.40)	-1.54%	83.3%
01-521-000-0000-6411 OPERATING SUPPLIES	$ 46,500.00	$ 266.87	$ 28,577.53	$ 17,922.47	38.54%	83.3%
01-521-000-0000-6450 RECREATION PROGRAMS	$ 19,400.00	$ 1,295.20	$ 12,233.76	$ 7,166.24	36.94%	83.3%
01-521-000-0000-6451 FUEL - LUBE ETC	$ -	$ -	$ 818.81	$ (818.81)	0.00%	83.3%
01-521-000-0000-6452 VEHICLE MAINTENANCE	$ 57,387.55	$ 6,177.09	$ 34,289.27	$ 23,098.28	40.25%	83.3%
01-521-000-0000-6480 EQUIPMENT LESS THAN $5,000	$ 26,500.00	$ 5,631.46	$ 28,325.73	$ (1,825.73)	-6.89%	83.3%
01-521-000-0000-6550 ROADSIDE VEGETATION	$ 15,000.00	$ -	$ 12,793.43	$ 2,206.57	14.71%	83.3%
01-521-000-0000-6551 AGGREGATE STOCKPILE	$ 8,500.00	$ -	$ 7,391.35	$ 1,108.65	13.04%	83.3%
01-521-000-0000-6563 DIESEL	$ -	$ -	$ 147.95	$ (147.95)	0.00%	83.3%
01-521-000-0000-6564 UNLEADED GASOLINE	$ -	$ -	$ 850.86	$ (850.86)	0.00%	83.3%
01-521-000-0000-6605 SITE IMPROVEMENTS	$ 255,575.00	$ 4,400.00	$ 141,140.05	$ 114,434.95	44.78%	83.3%
01-521-000-0000-6621 EQUIPMENT GREATER THAN $5,000	$ 173,450.00	$ -	$ 26,981.59	$ 146,468.41	84.44%	83.3%
01-521-000-0000-6633 VEHICLES PURCHASED	$ 65,000.00	$ -	$ -	$ 65,000.00	100.00%	83.3%
01-521-000-0000-6698 SHOP EQUIPMENT-MINOR	$ 3,000.00	$ -	$ -	$ 3,000.00	100.00%	83.3%
01-521-000-0000-6801 MISCELLANEOUS EXPENSE	$ -	$ -	$ 132.68	$ (132.68)	0.00%	83.3%
01-521-000-0000-6804 STAFF TRAINING	$ -	$ -	$ 126.48	$ (126.48)	0.00%	83.3%
01-521-000-0000-6806 UNIFORM ALLOWANCE	$ 4,100.00	$ 669.95	$ 6,959.27	$ (2,859.27)	-69.74%	83.3%
01-521-000-0000-6807 MATERIALS FOR RESALE - POP ETC.	$ 26,000.00	$ -	$ 24,290.74	$ 1,709.26	6.57%	83.3%
01-521-000-0000-6842 BOOT / SAFETY GEAR	$ 4,000.00	$ 843.11	$ 3,686.05	$ 313.95	7.85%	83.3%
01-521-000-0000-6859 MISCELLANEOUS EXPENSES	$ 124,000.00	$ -	$ 81,334.94	$ 42,665.06	34.41%	83.3%
01-521-000-0000-6910 TRANSFER OUT	$ (38,910.83)	$ -	$ -	$ (38,910.83)	100.00%	83.3%
Expenditure Total	$ 3,281,157.39	$ 231,054.38	$ 2,440,333.75	$ 840,823.64	25.63%	83.3%
521 - PARKS Total	**$ 0.00**	**$ 217,442.14**	**$ 596,478.49**	**$ (596,478.49)**	**0.00%**	**83.3%**
522 - AGRICULTURE / DITCH						
Revenue						
01-522-000-0000-5001 PROPERTY TAXES - CURRENT	$ (1,003,911.00)	$ -	$ (529,233.70)	$ (474,677.30)	47.28%	83.3%
01-522-000-0000-5228 WETLANDS CONSERVATION ACT	$ (42,416.00)	$ -	$ -	$ (42,416.00)	100.00%	83.3%
01-522-000-0000-5229 STATE SHARED REVENUE	$ (239,122.00)	$ -	$ (119,084.50)	$ (120,037.50)	50.20%	83.3%
01-522-000-0000-5321 WATER MANAGEMENT GRANT	$ (8,094.00)	$ -	$ (105,000.00)	$ 96,906.00	-1197.26%	83.3%
01-522-000-0000-5558 AG PRESERVATION FEE-CO SHARE	$ (25,000.00)	$ -	$ -	$ (25,000.00)	100.00%	83.3%
01-522-000-0000-5910 TRANSFERS IN	$ (104,905.85)	$ -	$ -	$ (104,905.85)	100.00%	83.3%
01-522-000-0000-5911 USE OF FUND BALANCE	$ (3,420.34)	$ -	$ -	$ (3,420.34)	100.00%	83.3%
Revenue Total	$ (1,426,869.19)	$ -	$ (753,318.20)	$ (673,550.99)	47.20%	83.3%

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Expenditure									
01-522-000-0000-6101	FULL TIME PERSONNEL	$ 176,701.64	$ 15,650.16	$ 132,811.02	$ 43,890.62	24.84%	83.3%
01-522-000-0000-6106	OVERTIME	$ -	$ -	$ 127.17	$ (127.17)	0.00%	83.3%
01-522-000-0000-6116	DEFERRED COMPSENATION - CTY PORTION	$ 1,200.00	$ 50.00	$ 800.00	$ 400.00	33.33%	83.3%
01-522-000-0000-6123	PAID TIME OFF LEAVE	$ -	$ 657.04	$ 9,177.25	$ (9,177.25)	0.00%	83.3%
01-522-000-0000-6153	COUNTY SHARE INSURANCE	$ 60,130.12	$ 5,081.16	$ 38,918.04	$ 21,212.08	35.28%	83.3%
01-522-000-0000-6162	MEDICARE	$ 2,561.71	$ 227.27	$ 1,995.42	$ 566.29	22.11%	83.3%
01-522-000-0000-6163	PERA CONTRIBUTIONS	$ 13,252.70	$ 1,223.04	$ 10,658.67	$ 2,594.03	19.57%	83.3%
01-522-000-0000-6175	SOCIAL SECURITY	$ 10,955.68	$ 971.73	$ 8,532.13	$ 2,423.55	22.12%	83.3%
01-522-000-0000-6203	TELEPHONE	$ 2,600.00	$ 87.78	$ 911.09	$ 1,688.91	64.96%	83.3%
01-522-000-0000-6205	POSTAGE	$ 710.00	$ -	$ -	$ 710.00	100.00%	83.3%
01-522-000-0000-6233	PHOTOCOPYING	$ 1,000.00	$ -	$ 991.00	$ 9.00	0.90%	83.3%
01-522-000-0000-6245	MEMBERSHIPS, DUES & FEES	$ 200.00	$ -	$ 100.00	$ 100.00	50.00%	83.3%
01-522-000-0000-6260	SOFTWARE SYSTEMS SUPPORT	$ 5,555.00	$ -	$ 2,956.25	$ 2,598.75	46.78%	83.3%
01-522-000-0000-6261	PROFESSIONAL SERVICES	$ 37,000.00	$ -	$ 30,861.00	$ 6,139.00	16.59%	83.3%
01-522-000-0000-6272	APPROPRIATIONS	$ 782,500.00	$ 187,625.00	$ 750,500.00	$ 32,000.00	4.09%	83.3%
01-522-000-0000-6274	WETLANDS CONSERVATION	$ 42,416.00	$ -	$ -	$ 42,416.00	100.00%	83.3%
01-522-000-0000-6301	REPAIRS & MAINTENANCE	$ 13,420.34	$ -	$ 2,097.96	$ 11,322.38	84.37%	83.3%
01-522-000-0000-6333	TRAVEL REIMBURSEMENT	$ 350.00	$ -	$ 20.01	$ 329.99	94.28%	83.3%
01-522-000-0000-6334	MEALS - TAXABLE	$ 150.00	$ -	$ 14.14	$ 135.86	90.57%	83.3%
01-522-000-0000-6335	COUNTY-WIDE TRAINING	$ -	$ -	$ 10.22	$ (10.22)	0.00%	83.3%
01-522-000-0000-6338	CONFERENCES & MEETINGS	$ 7,750.00	$ -	$ 565.00	$ 7,185.00	92.71%	83.3%
01-522-000-0000-6343	MACHINERY OR EQUIPMENT LEASES	$ 2,500.00	$ -	$ -	$ 2,500.00	100.00%	83.3%
01-522-000-0000-6410	OFFICE SUPPLIES	$ 500.00	$ 137.66	$ 175.24	$ 324.76	64.95%	83.3%
01-522-000-0000-6411	OPERATING SUPPLIES	$ 8,500.00	$ 280.40	$ 3,623.08	$ 4,876.92	57.38%	83.3%
01-522-000-0000-6451	FUEL - LUBE ETC	$ -	$ -	$ 598.09	$ (598.09)	0.00%	83.3%
01-522-000-0000-6480	EQUIPMENT LESS THAN $5,000	$ 7,890.00	$ -	$ 6,855.82	$ 1,034.18	13.11%	83.3%
01-522-000-0000-6801	MISCELLANEOUS EXPENSE	$ -	$ -	$ 585.06	$ (585.06)	0.00%	83.3%
01-522-000-0000-6806	UNIFORM ALLOWANCE	$ 1,310.00	$ 52.80	$ 262.35	$ 1,047.65	79.97%	83.3%
01-522-000-0000-6842	BOOT / SAFETY GEAR	$ 500.00	$ 239.95	$ 1,107.86	$ (607.86)	-121.57%	83.3%
01-522-000-0000-6909	WATER MANAGEMENT PLAN	$ 8,094.00	$ -	$ -	$ 8,094.00	100.00%	83.3%
01-522-000-0000-6911	INVASIVE SPECIES	$ 239,122.00	$ -	$ 119,084.50	$ 120,037.50	50.20%	83.3%
Expenditure Total		$ 1,426,869.19	$ 212,283.99	$ 1,124,338.37	$ 302,530.82	21.20%	83.3%
522 - AGRICULTURE / DITCH Total		**$ (0.00)**	**$ 212,283.99**	**$ 371,020.17**	**$ (371,020.17)**	**0.00%**	**83.3%**
603 - EXTENSION							
Revenue							
01-603-000-0000-5001	PROPERTY TAXES - CURRENT	$ (377,158.00)	$ -	$ (200,643.55)	$ (176,514.45)	46.80%	83.3%
01-603-000-0000-5501	FEES AND SERVICE CHARGES	$ (780.00)	$ -	$ (40.00)	$ (740.00)	94.87%	83.3%
01-603-000-0000-5911	USE OF FUND BALANCE	$ (39,630.20)	$ -	$ -	$ (39,630.20)	100.00%	83.3%
Revenue Total		$ (417,568.20)	$ -	$ (200,683.55)	$ (216,884.65)	51.94%	83.3%

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Expenditure								
01-603-000-0000-6101 FULL TIME PERSONNEL	$ 65,977.20	$ 4,305.13	$ 50,110.86	$ 15,866.34	24.05%	83.3%		
01-603-000-0000-6103 PART TIME PERSONNEL	$ 22,329.00	$ -	$ 11,671.67	$ 10,657.33	47.73%	83.3%		
01-603-000-0000-6114 PER DIEM	$ 2,250.00	$ -	$ 1,088.71	$ 1,161.29	51.61%	83.3%		
01-603-000-0000-6117 CONTRACT CARETAKERS	$ 251,419.00	$ 57,120.80	$ 193,391.37	$ 58,027.63	23.08%	83.3%		
01-603-000-0000-6119 FLOATING HOLIDAY 2	$ -	$ -	$ 855.60	$ (855.60)	0.00%	83.3%		
01-603-000-0000-6121 COMPENSATORY LEAVE	$ -	$ -	$ 1,276.52	$ (1,276.52)	0.00%	83.3%		
01-603-000-0000-6123 PAID TIME OFF LEAVE	$ -	$ 738.32	$ 6,731.85	$ (6,731.85)	0.00%	83.3%		
01-603-000-0000-6153 COUNTY SHARE INSURANCE	$ 34,597.80	$ 2,973.54	$ 29,859.34	$ 4,738.46	13.70%	83.3%		
01-603-000-0000-6162 MEDICARE	$ 1,280.83	$ 68.88	$ 933.23	$ 347.60	27.14%	83.3%		
01-603-000-0000-6163 PERA CONTRIBUTIONS	$ 6,623.34	$ 378.27	$ 5,299.30	$ 1,324.04	19.99%	83.3%		
01-603-000-0000-6175 SOCIAL SECURITY	$ 5,475.21	$ 294.52	$ 3,989.77	$ 1,485.44	27.13%	83.3%		
01-603-000-0000-6203 TELEPHONE	$ 2,000.00	$ 213.93	$ 2,185.49	$ (185.49)	-9.27%	83.3%		
01-603-000-0000-6205 POSTAGE	$ 5,000.00	$ 606.54	$ 3,812.24	$ 1,187.76	23.76%	83.3%		
01-603-000-0000-6244 PROGRAM EXPENSES	$ 6,331.82	$ 367.04	$ 4,098.30	$ 2,233.52	35.27%	83.3%		
01-603-000-0000-6301 REPAIRS & MAINTENANCE	$ 250.00	$ -	$ -	$ 250.00	100.00%	83.3%		
01-603-000-0000-6333 TRAVEL REIMBURSEMENT	$ 500.00	$ -	$ 58.77	$ 441.23	88.25%	83.3%		
01-603-000-0000-6343 MACHINERY OR EQUIPMENT LEASES	$ 6,024.00	$ -	$ 3,950.20	$ 2,073.80	34.43%	83.3%		
01-603-000-0000-6410 OFFICE SUPPLIES	$ 3,000.00	$ 296.49	$ 1,637.80	$ 1,362.20	45.41%	83.3%		
01-603-000-0000-6411 OPERATING SUPPLIES	$ 1,000.00	$ -	$ 635.89	$ 364.11	36.41%	83.3%		
01-603-000-0000-6480 EQUIPMENT LESS THAN $5,000	$ 3,510.00	$ -	$ 2,869.90	$ 640.10	18.24%	83.3%		
01-603-000-0000-6801 MISCELLANEOUS EXPENSE	$ -	$ -	$ 58.66	$ (58.66)	0.00%	83.3%		
Expenditure Total	$ 417,568.20	$ 67,363.46	$ 324,515.47	$ 93,052.73	22.28%	83.3%		
603 - EXTENSION Total	**$ -**	**$ 67,363.46**	**$ 123,831.92**	**$ (123,831.92)**	**0.00%**	**83.3%**		
724 - ECONOMIC DEVELOPMENT AUTHORITY								
Revenue								
01-724-000-0000-5832 SALE OF CAPITAL ASSETS	$ -	$ -	$ (50,000.00)	$ 50,000.00	0.00%	83.3%		
Revenue Total	$ -	$ -	$ (50,000.00)	$ 50,000.00	0.00%	83.3%		
Expenditure								
01-724-000-0000-6261 PROFESSIONAL SERVICES	$ -	$ -	$ 44,721.65	$ (44,721.65)	0.00%	83.3%		
01-724-000-0000-6353 LIABILITY INSURANCE	$ -	$ -	$ 1,565.00	$ (1,565.00)	0.00%	83.3%		
Expenditure Total	$ -	$ -	$ 46,286.65	$ (46,286.65)	0.00%	83.3%		
724 - ECONOMIC DEVELOPMENT AUTHORITY Total	**$ -**	**$ -**	**$ (3,713.35)**	**$ 3,713.35**	**0.00%**	**83.3%**		
01 Total	**$ (0.00)**	**$ 5,015,745.15**	**$ 13,914,086.66**	**$ (13,914,086.66)**	**0.00%**	**83.3%**		
02								
021 - LAW LIBRARY								
Revenue								
02-021-000-0000-5001 PROPERTY TAXES - CURRENT	$ (90,091.00)	$ -	$ -	$ (90,091.00)	100.00%	83.3%		
02-021-000-0000-5501 FEES AND SERVICE CHARGES	$ -	$ (12,112.01)	$ (125,171.83)	$ 125,171.83	0.00%	83.3%		
Revenue Total	$ (90,091.00)	$ (12,112.01)	$ (125,171.83)	$ 35,080.83	-38.94%	83.3%		

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Expenditure								
02-021-000-0000-6101 FULL TIME PERSONNEL	$ 78,155.00	$ -	$ 2,657.39	$ 75,497.61	96.60%	83.3%		
02-021-000-0000-6103 PART TIME PERSONNEL	$ -	$ 6,127.68	$ 59,586.57	$ (59,586.57)	0.00%	83.3%		
02-021-000-0000-6123 PAID TIME OFF LEAVE	$ -	$ -	$ 6,190.83	$ (6,190.83)	0.00%	83.3%		
02-021-000-0000-6153 COUNTY SHARE INSURANCE	$ 95.00	$ 7.92	$ 79.20	$ 15.80	16.63%	83.3%		
02-021-000-0000-6162 MEDICARE	$ 1,133.00	$ 88.86	$ 992.31	$ 140.69	12.42%	83.3%		
02-021-000-0000-6163 PERA CONTRIBUTIONS	$ 5,862.00	$ 459.58	$ 5,132.64	$ 729.36	12.44%	83.3%		
02-021-000-0000-6175 SOCIAL SECURITY	$ 4,846.00	$ 379.92	$ 4,242.96	$ 603.04	12.44%	83.3%		
02-021-000-0000-6203 TELEPHONE	$ -	$ 13.55	$ 120.72	$ (120.72)	0.00%	83.3%		
02-021-000-0000-6245 MEMBERSHIPS, DUES & FEES	$ -	$ -	$ 861.50	$ (861.50)	0.00%	83.3%		
02-021-000-0000-6338 CONFERENCES & MEETINGS	$ -	$ -	$ 2,180.51	$ (2,180.51)	0.00%	83.3%		
02-021-000-0000-6411 OPERATING SUPPLIES	$ -	$ 3,117.44	$ 41,237.17	$ (41,237.17)	0.00%	83.3%		
02-021-000-0000-6480 EQUIPMENT LESS THAN $5,000	$ -	$ -	$ 1,518.99	$ (1,518.99)	0.00%	83.3%		
02-021-000-0000-6801 MISCELLANEOUS EXPENSE	$ -	$ -	$ 153.56	$ (153.56)	0.00%	83.3%		
Expenditure Total	$ 90,091.00	$ 10,194.95	$ 124,954.35	$ (34,863.35)	-38.70%	83.3%		
021 - LAW LIBRARY Total	**$ -**	**$ (1,917.06)**	**$ (217.48)**	**$ 217.48**	**0.00%**	**83.3%**		
022 - VICTIM WITNESS								
Revenue								
02-022-000-0000-5830 MISCELLANEOUS REVENUE	$ -	$ (224.01)	$ (6,633.22)	$ 6,633.22	0.00%	83.3%		
Revenue Total	$ -	$ (224.01)	$ (6,633.22)	$ 6,633.22	0.00%	83.3%		
Expenditure								
02-022-000-0000-6333 TRAVEL REIMBURSEMENT	$ -	$ -	$ 466.20	$ (466.20)	0.00%	83.3%		
Expenditure Total	$ -	$ -	$ 466.20	$ (466.20)	0.00%	83.3%		
022 - VICTIM WITNESS Total	**$ -**	**$ (224.01)**	**$ (6,167.02)**	**$ 6,167.02**	**0.00%**	**83.3%**		
023 - RICHARD AHLES								
Revenue								
02-023-000-0000-5710 EARNINGS ON INVESTMENTS	$ -	$ -	$ 180.00	$ (180.00)	0.00%	83.3%		
Revenue Total	$ -	$ -	$ 180.00	$ (180.00)	0.00%	83.3%		
Expenditure								
02-023-000-0000-6261 PROFESSIONAL SERVICES	$ -	$ -	$ 64.63	$ (64.63)	0.00%	83.3%		
Expenditure Total	$ -	$ -	$ 64.63	$ (64.63)	0.00%	83.3%		
023 - RICHARD AHLES Total	**$ -**	**$ -**	**$ 244.63**	**$ (244.63)**	**0.00%**	**83.3%**		
025 - COURT SERVICES								
Revenue								
02-025-000-0000-5324 STATE GRANT	$ (200,000.00)	$ (27,588.93)	$ (141,238.38)	$ (58,761.62)	29.38%	83.3%		
02-025-000-0000-5402 FED GRANTS - JUVENILE ACCOUNTABILITY BLO	$ -	$ -	$ 43,365.29	$ (43,365.29)	0.00%	83.3%		
02-025-000-0000-5635 FINES - PATROL FINES	$ -	$ (1,170.00)	$ (10,585.00)	$ 10,585.00	0.00%	83.3%		
02-025-000-0000-5830 MISCELLANEOUS REVENUE	$ -	$ -	$ (1,065.00)	$ 1,065.00	0.00%	83.3%		
Revenue Total	$ (200,000.00)	$ (28,758.93)	$ (109,523.09)	$ (90,476.91)	45.24%	83.3%		
Expenditure								

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02-025-000-0000-6261 PROFESSIONAL SERVICES	$ 160,000.00	$ 5,522.27	$ 88,745.80	$ 71,254.20	44.53%	83.3%
02-025-000-0000-6365 OTHER PROGRAM CHARGES	$ -	$ 23,316.19	$ 27,693.87	$ (27,693.87)	0.00%	83.3%
02-025-000-0000-6859 MISCELLANEOUS EXPENSES	$ -	$ -	$ 1,906.05	$ (1,906.05)	0.00%	83.3%
02-025-000-0000-6910 TRANSFER OUT	$ 40,000.00	$ -	$ -	$ 40,000.00	100.00%	83.3%
Expenditure Total	$ 200,000.00	$ 28,838.46	$ 118,345.72	$ 81,654.28	40.83%	83.3%
025 - COURT SERVICES Total	**$ -**	**$ 79.53**	**$ 8,822.63**	**$ (8,822.63)**	**0.00%**	**83.3%**
092 - ATTORNEY SEIZURE						
Revenue						
02-092-000-0000-5830 MISCELLANEOUS REVENUE	$ -	$ (3,988.64)	$ (16,495.27)	$ 16,495.27	0.00%	83.3%
02-092-000-0000-5866 INTEREST	$ -	$ -	$ 69,570.01	$ (69,570.01)	0.00%	83.3%
Revenue Total	$ -	$ (3,988.64)	$ 53,074.74	$ (53,074.74)	0.00%	83.3%
Expenditure						
02-092-000-0000-6245 MEMBERSHIPS, DUES & FEES	$ -	$ (200.00)	$ 29,250.00	$ (29,250.00)	0.00%	83.3%
02-092-000-0000-6410 OFFICE SUPPLIES	$ -	$ -	$ 35.98	$ (35.98)	0.00%	83.3%
Expenditure Total	$ -	$ (200.00)	$ 29,285.98	$ (29,285.98)	0.00%	83.3%
092 - ATTORNEY SEIZURE Total	**$ -**	**$ (4,188.64)**	**$ 82,360.72**	**$ (82,360.72)**	**0.00%**	**83.3%**
095 - ATTORNEY SEIZURE DWI						
Revenue						
02-095-000-0000-5830 MISCELLANEOUS REVENUE	$ -	$ -	$ (2,089.87)	$ 2,089.87	0.00%	83.3%
Revenue Total	$ -	$ -	$ (2,089.87)	$ 2,089.87	0.00%	83.3%
Expenditure						
02-095-000-0000-6235 PUBLICATIONS & BROCHURES	$ -	$ -	$ 191.00	$ (191.00)	0.00%	83.3%
02-095-000-0000-6245 MEMBERSHIPS, DUES & FEES	$ -	$ -	$ 1,000.00	$ (1,000.00)	0.00%	83.3%
Expenditure Total	$ -	$ -	$ 1,191.00	$ (1,191.00)	0.00%	83.3%
095 - ATTORNEY SEIZURE DWI Total	**$ -**	**$ -**	**$ (898.87)**	**$ 898.87**	**0.00%**	**83.3%**
096 - ATTY VICTIM WITNESS EMERGENCY						
Expenditure						
02-096-000-0000-6410 OFFICE SUPPLIES	$ -	$ (20.00)	$ 222.11	$ (222.11)	0.00%	83.3%
02-096-000-0000-6411 OPERATING SUPPLIES	$ -	$ -	$ 31.93	$ (31.93)	0.00%	83.3%
Expenditure Total	$ -	$ (20.00)	$ 254.04	$ (254.04)	0.00%	83.3%
096 - ATTY VICTIM WITNESS EMERGENCY Total	**$ -**	**$ (20.00)**	**$ 254.04**	**$ (254.04)**	**0.00%**	**83.3%**
101 - COUNTY RECORDER						
Revenue						
02-101-000-0000-5525 EQUIPMENT FUND (RECORDERS FEE)	$ -	$ (21,030.00)	$ (176,138.65)	$ 176,138.65	0.00%	83.3%
02-101-000-0000-5910 TRANSFERS IN	$ (171,314.00)	$ -	$ -	$ (171,314.00)	100.00%	83.3%
02-101-000-0000-5911 USE OF FUND BALANCE	$ (224,500.00)	$ -	$ -	$ (224,500.00)	100.00%	83.3%
Revenue Total	$ (395,814.00)	$ (21,030.00)	$ (176,138.65)	$ (219,675.35)	55.50%	83.3%
Expenditure						
02-101-000-0000-6260 SOFTWARE SYSTEMS SUPPORT	$ 250,000.00	$ 195.00	$ 243,923.51	$ 6,076.49	2.43%	83.3%
02-101-000-0000-6261 PROFESSIONAL SERVICES	$ 145,814.00	$ -	$ 171,080.53	$ (25,266.53)	-17.33%	83.3%

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02-101-000-0000-6480 EQUIPMENT LESS THAN $5,000	$ -	$ -	$ 1,483.93	$ (1,483.93)	0.00%	83.3%
02-101-000-0000-6621 EQUIPMENT GREATER THAN $5,000	$ -	$ -	$ 17,495.00	$ (17,495.00)	0.00%	83.3%
Expenditure Total	$ 395,814.00	$ 195.00	$ 433,982.97	$ (38,168.97)	-9.64%	83.3%
101 - COUNTY RECORDER Total	**$ -**	**$ (20,835.00)**	**$ 257,844.32**	**$ (257,844.32)**	**0.00%**	**83.3%**
107 - PLANNING AND ZONING						
Revenue						
02-107-000-0000-5910 TRANSFERS IN	$ 80,000.00	$ -	$ -	$ 80,000.00	100.00%	83.3%
02-107-000-0000-5911 USE OF FUND BALANCE	$ (80,000.00)	$ -	$ -	$ (80,000.00)	100.00%	83.3%
Revenue Total	$ -	$ -	$ -	$ -	0.00%	83.3%
107 - PLANNING AND ZONING Total	**$ -**	**$ -**	**$ -**	**$ -**	**0.00%**	**83.3%**
148 - GRAVEL TAX						
Revenue						
02-148-000-0000-5011 GRAVEL TAX	$ -	$ (21,652.48)	$ (43,545.87)	$ 43,545.87	0.00%	83.3%
02-148-000-0000-5830 MISCELLANEOUS REVENUE	$ -	$ (61,348.66)	$ (123,379.77)	$ 123,379.77	0.00%	83.3%
Revenue Total	$ -	$ (83,001.14)	$ (166,925.64)	$ 166,925.64	0.00%	83.3%
Expenditure						
02-148-000-0000-6261 PROFESSIONAL SERVICES	$ -	$ -	$ 20,000.00	$ (20,000.00)	0.00%	83.3%
02-148-000-0000-6902 PROPERTY TAX PAYMENTS/ABATEMENTS	$ -	$ -	$ 102,149.23	$ (102,149.23)	0.00%	83.3%
Expenditure Total	$ -	$ -	$ 122,149.23	$ (122,149.23)	0.00%	83.3%
148 - GRAVEL TAX Total	**$ -**	**$ (83,001.14)**	**$ (44,776.41)**	**$ 44,776.41**	**0.00%**	**83.3%**
204 - SHERIFF'S CONTINGENCY						
Revenue						
02-204-000-0000-5001 PROPERTY TAXES - CURRENT	$ (12,000.00)	$ -	$ -	$ (12,000.00)	100.00%	83.3%
02-204-000-0000-5602 FINES AND FORFEITS	$ (10,000.00)	$ (290.00)	$ (3,951.25)	$ (6,048.75)	60.49%	83.3%
02-204-000-0000-5911 USE OF FUND BALANCE	$ (3,000.00)	$ -	$ -	$ (3,000.00)	100.00%	83.3%
Revenue Total	$ (25,000.00)	$ (290.00)	$ (3,951.25)	$ (21,048.75)	84.20%	83.3%
Expenditure						
02-204-000-0000-6801 MISCELLANEOUS EXPENSE	$ 25,000.00	$ -	$ -	$ 25,000.00	100.00%	83.3%
02-204-000-0000-6859 MISCELLANEOUS EXPENSES	$ -	$ 11,127.06	$ 11,127.06	$ (11,127.06)	0.00%	83.3%
Expenditure Total	$ 25,000.00	$ 11,127.06	$ 11,127.06	$ 13,872.94	55.49%	83.3%
204 - SHERIFF'S CONTINGENCY Total	**$ -**	**$ 10,837.06**	**$ 7,175.81**	**$ (7,175.81)**	**0.00%**	**83.3%**
211 - SHERIFF GUN PERMITS						
Revenue						
02-211-000-0000-5001 PROPERTY TAXES - CURRENT	$ (363.00)	$ -	$ -	$ (363.00)	100.00%	83.3%
02-211-000-0000-5102 GUN PERMITS	$ (270,000.00)	$ (14,415.00)	$ (141,618.00)	$ (128,382.00)	47.55%	83.3%
02-211-000-0000-5910 TRANSFERS IN	$ (600,000.00)	$ -	$ -	$ (600,000.00)	100.00%	83.3%
Revenue Total	$ (870,363.00)	$ (14,415.00)	$ (141,618.00)	$ (728,745.00)	83.73%	83.3%
Expenditure						
02-211-000-0000-6101 FULL TIME PERSONNEL	$ 175,000.00	$ 9,466.94	$ 79,833.67	$ 95,166.33	54.38%	83.3%
02-211-000-0000-6106 OVERTIME	$ -	$ 945.99	$ 2,207.77	$ (2,207.77)	0.00%	83.3%

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02-211-000-0000-6107	COURT TIME	$ -	$ -	$ 69.25	$ (69.25)	0.00%	83.3%
02-211-000-0000-6119	FLOATING HOLIDAY 2	$ -	$ -	$ 903.18	$ (903.18)	0.00%	83.3%
02-211-000-0000-6120	EXTENDED SICK LEAVE	$ -	$ -	$ 923.40	$ (923.40)	0.00%	83.3%
02-211-000-0000-6123	PAID TIME OFF LEAVE	$ -	$ 550.64	$ 12,613.42	$ (12,613.42)	0.00%	83.3%
02-211-000-0000-6153	COUNTY SHARE INSURANCE	$ 25,000.00	$ 3,470.59	$ 30,391.98	$ (5,391.98)	-21.57%	83.3%
02-211-000-0000-6162	MEDICARE	$ 2,538.00	$ 149.20	$ 1,330.18	$ 1,207.82	47.59%	83.3%
02-211-000-0000-6163	PERA CONTRIBUTIONS	$ 30,975.00	$ 1,251.02	$ 11,279.61	$ 19,695.39	63.58%	83.3%
02-211-000-0000-6175	SOCIAL SECURITY	$ 10,850.00	$ 383.76	$ 3,261.63	$ 7,588.37	69.94%	83.3%
02-211-000-0000-6205	POSTAGE	$ 10,000.00	$ -	$ 2,000.00	$ 8,000.00	80.00%	83.3%
02-211-000-0000-6233	PHOTOCOPYING	$ 8,000.00	$ -	$ 836.59	$ 7,163.41	89.54%	83.3%
02-211-000-0000-6261	PROFESSIONAL SERVICES	$ 500,000.00	$ 3,440.00	$ 17,210.00	$ 482,790.00	96.56%	83.3%
02-211-000-0000-6301	REPAIRS & MAINTENANCE	$ 5,000.00	$ -	$ -	$ 5,000.00	100.00%	83.3%
02-211-000-0000-6338	CONFERENCES & MEETINGS	$ 3,000.00	$ -	$ -	$ 3,000.00	100.00%	83.3%
02-211-000-0000-6343	MACHINERY OR EQUIPMENT LEASES	$ 15,000.00	$ 276.89	$ 2,980.19	$ 12,019.81	80.13%	83.3%
02-211-000-0000-6410	OFFICE SUPPLIES	$ 25,000.00	$ 67.59	$ 1,908.80	$ 23,091.20	92.36%	83.3%
02-211-000-0000-6411	OPERATING SUPPLIES	$ 50,000.00	$ -	$ 2,837.63	$ 47,162.37	94.32%	83.3%
02-211-000-0000-6480	EQUIPMENT LESS THAN $5,000	$ 10,000.00	$ -	$ 1,748.05	$ 8,251.95	82.52%	83.3%
02-211-000-0000-6806	UNIFORM ALLOWANCE	$ -	$ -	$ 525.00	$ (525.00)	0.00%	83.3%
Expenditure Total		$ 870,363.00	$ 20,002.62	$ 172,860.35	$ 697,502.65	80.14%	83.3%
211 - SHERIFF GUN PERMITS Total		**$ -**	**$ 5,587.62**	**$ 31,242.35**	**$ (31,242.35)**	**0.00%**	**83.3%**
226 - E 911							
Revenue							
02-226-000-0000-5001	PROPERTY TAXES - CURRENT	$ 56,000.00	$ -	$ -	$ 56,000.00	100.00%	83.3%
02-226-000-0000-5224	STATE GRANT E-911	$ (575,000.00)	$ (40,578.31)	$ (405,783.10)	$ (169,216.90)	29.43%	83.3%
02-226-000-0000-5866	INTEREST	$ (20,000.00)	$ -	$ 445,273.59	$ (465,273.59)	2326.37%	83.3%
02-226-000-0000-5910	TRANSFERS IN	$ (580,000.00)	$ -	$ -	$ (580,000.00)	100.00%	83.3%
02-226-000-0000-5911	USE OF FUND BALANCE	$ (145.00)	$ -	$ -	$ (145.00)	100.00%	83.3%
Revenue Total		$ (1,119,145.00)	$ (40,578.31)	$ 39,490.49	$ (1,158,635.49)	103.53%	83.3%
Expenditure							
02-226-000-0000-6203	TELEPHONE	$ 25,000.00	$ 1,756.64	$ 16,575.28	$ 8,424.72	33.70%	83.3%
02-226-000-0000-6245	MEMBERSHIPS, DUES & FEES	$ -	$ 108.00	$ 108.00	$ (108.00)	0.00%	83.3%
02-226-000-0000-6260	SOFTWARE SYSTEMS SUPPORT	$ 200,000.00	$ -	$ 25,484.57	$ 174,515.43	87.26%	83.3%
02-226-000-0000-6261	PROFESSIONAL SERVICES	$ 200,000.00	$ -	$ 375.00	$ 199,625.00	99.81%	83.3%
02-226-000-0000-6301	REPAIRS & MAINTENANCE	$ 25,000.00	$ -	$ 2,463.73	$ 22,536.27	90.15%	83.3%
02-226-000-0000-6338	CONFERENCES & MEETINGS	$ 15,000.00	$ -	$ 7,070.50	$ 7,929.50	52.86%	83.3%
02-226-000-0000-6410	OFFICE SUPPLIES	$ -	$ -	$ 23.61	$ (23.61)	0.00%	83.3%
02-226-000-0000-6411	OPERATING SUPPLIES	$ -	$ -	$ 886.48	$ (886.48)	0.00%	83.3%
02-226-000-0000-6480	EQUIPMENT LESS THAN $5,000	$ 75,000.00	$ 57.98	$ 19,364.78	$ 55,635.22	74.18%	83.3%
02-226-000-0000-6485	SOFTWARE AND SYSTEM SUPPORT LESS THAN $50,000	$ 145.00	$ -	$ -	$ 145.00	100.00%	83.3%
02-226-000-0000-6620	CAPTIAL COMPUTER OR SOFTWARE PURCHASES	$ -	$ -	$ 113,057.66	$ (113,057.66)	0.00%	83.3%

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02-226-000-0000-6621 EQUIPMENT GREATER THAN $5,000	$ 579,000.00	$ -	$ -	$ 579,000.00	100.00%	83.3%
02-226-000-0000-6859 MISCELLANEOUS EXPENSES	$ -	$ -	$ 121,687.11	$ (121,687.11)	0.00%	83.3%
Expenditure Total	$ 1,119,145.00	$ 1,922.62	$ 307,096.72	$ 812,048.28	72.56%	83.3%
226 - E 911 Total	**$ -**	**$ (38,655.69)**	**$ 346,587.21**	**$ (346,587.21)**	**0.00%**	**83.3%**
227 - DRUG ABUSE PREVENTION						
Revenue						
02-227-000-0000-5602 FINES AND FORFEITS	$ (25,000.00)	$ (15.00)	$ (2,485.31)	$ (22,514.69)	90.06%	83.3%
02-227-000-0000-5830 MISCELLANEOUS REVENUE	$ (3,000.00)	$ -	$ -	$ (3,000.00)	100.00%	83.3%
Revenue Total	$ (28,000.00)	$ (15.00)	$ (2,485.31)	$ (25,514.69)	91.12%	83.3%
Expenditure						
02-227-000-0000-6203 TELEPHONE	$ 600.00	$ -	$ -	$ 600.00	100.00%	83.3%
02-227-000-0000-6411 OPERATING SUPPLIES	$ 27,400.00	$ -	$ -	$ 27,400.00	100.00%	83.3%
Expenditure Total	$ 28,000.00	$ -	$ -	$ 28,000.00	100.00%	83.3%
227 - DRUG ABUSE PREVENTION Total	**$ -**	**$ (15.00)**	**$ (2,485.31)**	**$ 2,485.31**	**0.00%**	**83.3%**
228 - SHERIFF'S SEIZURE						
Revenue						
02-228-000-0000-5710 EARNINGS ON INVESTMENTS	$ (3,000.00)	$ -	$ -	$ (3,000.00)	100.00%	83.3%
02-228-000-0000-5830 MISCELLANEOUS REVENUE	$ (35,000.00)	$ (16,130.03)	$ (93,795.80)	$ 58,795.80	-167.99%	83.3%
02-228-000-0000-5866 INTEREST	$ (1,000.00)	$ -	$ 27,321.98	$ (28,321.98)	2832.20%	83.3%
02-228-000-0000-5910 TRANSFERS IN	$ (75,000.00)	$ -	$ -	$ (75,000.00)	100.00%	83.3%
02-228-000-0000-5931 SALE AUCTION PROCEEDS	$ (10,000.00)	$ -	$ -	$ (10,000.00)	100.00%	83.3%
Revenue Total	$ (124,000.00)	$ (16,130.03)	$ (66,473.82)	$ (57,526.18)	46.39%	83.3%
Expenditure						
02-228-000-0000-6260 SOFTWARE SYSTEMS SUPPORT	$ 15,000.00	$ -	$ (60.00)	$ 15,060.00	100.40%	83.3%
02-228-000-0000-6261 PROFESSIONAL SERVICES	$ 25,000.00	$ 214.75	$ 23,332.25	$ 1,667.75	6.67%	83.3%
02-228-000-0000-6452 VEHICLE MAINTENANCE	$ 5,000.00	$ -	$ -	$ 5,000.00	100.00%	83.3%
02-228-000-0000-6480 EQUIPMENT LESS THAN $5,000	$ 16,000.00	$ -	$ -	$ 16,000.00	100.00%	83.3%
02-228-000-0000-6801 MISCELLANEOUS EXPENSE	$ 63,000.00	$ 3,257.00	$ 3,745.00	$ 59,255.00	94.06%	83.3%
02-228-000-0000-6859 MISCELLANEOUS EXPENSES	$ -	$ -	$ 1,312.75	$ (1,312.75)	0.00%	83.3%
Expenditure Total	$ 124,000.00	$ 3,471.75	$ 28,330.00	$ 95,670.00	77.15%	83.3%
228 - SHERIFF'S SEIZURE Total	**$ -**	**$ (12,658.28)**	**$ (38,143.82)**	**$ 38,143.82**	**0.00%**	**83.3%**
229 - SHERIFF'S JUSTICE FORFEITURE						
Revenue						
02-229-000-0000-5830 MISCELLANEOUS REVENUE	$ (3,000.00)	$ -	$ (34,399.44)	$ 31,399.44	-1046.65%	83.3%
02-229-000-0000-5910 TRANSFERS IN	$ (50,000.00)	$ -	$ -	$ (50,000.00)	100.00%	83.3%
Revenue Total	$ (53,000.00)	$ -	$ (34,399.44)	$ (18,600.56)	35.10%	83.3%
Expenditure						
02-229-000-0000-6480 EQUIPMENT LESS THAN $5,000	$ 53,000.00	$ -	$ -	$ 53,000.00	100.00%	83.3%
Expenditure Total	$ 53,000.00	$ -	$ -	$ 53,000.00	100.00%	83.3%
229 - SHERIFF'S JUSTICE FORFEITURE Total	**$ -**	**$ -**	**$ (34,399.44)**	**$ 34,399.44**	**0.00%**	**83.3%**

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230 - JAIL CANTEEN							
Revenue							
02-230-000-0000-5830 MISCELLANEOUS REVENUE	$ (321,949.00)	$ (48,185.39)	$ (288,491.85)	$ (33,457.15)	10.39%	83.3%	
02-230-000-0000-5910 TRANSFERS IN	$ (80,000.00)	$ -	$ -	$ (80,000.00)	100.00%	83.3%	
02-230-000-0000-5911 USE OF FUND BALANCE	$ (3,150.00)	$ -	$ -	$ (3,150.00)	100.00%	83.3%	
Revenue Total	$ (405,099.00)	$ (48,185.39)	$ (288,491.85)	$ (116,607.15)	28.78%	83.3%	
Expenditure							
02-230-000-0000-6203 TELEPHONE	$ 600.00	$ -	$ 6,161.91	$ (5,561.91)	-926.99%	83.3%	
02-230-000-0000-6204 DATA CARD	$ -	$ -	$ 6,150.00	$ (6,150.00)	0.00%	83.3%	
02-230-000-0000-6235 PUBLICATIONS & BROCHURES	$ 15,000.00	$ -	$ -	$ 15,000.00	100.00%	83.3%	
02-230-000-0000-6245 MEMBERSHIPS, DUES & FEES	$ -	$ 355.00	$ 3,855.00	$ (3,855.00)	0.00%	83.3%	
02-230-000-0000-6260 SOFTWARE SYSTEMS SUPPORT	$ 60,000.00	$ -	$ 1,139.00	$ 58,861.00	98.10%	83.3%	
02-230-000-0000-6261 PROFESSIONAL SERVICES	$ 135,000.00	$ 27,795.12	$ 40,889.12	$ 94,110.88	69.71%	83.3%	
02-230-000-0000-6301 REPAIRS & MAINTENANCE	$ 25,000.00	$ -	$ -	$ 25,000.00	100.00%	83.3%	
02-230-000-0000-6338 CONFERENCES & MEETINGS	$ 1,500.00	$ -	$ 2,500.00	$ (1,000.00)	-66.67%	83.3%	
02-230-000-0000-6343 MACHINERY OR EQUIPMENT LEASES	$ 5,000.00	$ -	$ -	$ 5,000.00	100.00%	83.3%	
02-230-000-0000-6410 OFFICE SUPPLIES	$ 5,000.00	$ -	$ 412.87	$ 4,587.13	91.74%	83.3%	
02-230-000-0000-6411 OPERATING SUPPLIES	$ 2,500.00	$ 7,899.48	$ 168,544.55	$ (166,044.55)	-6641.78%	83.3%	
02-230-000-0000-6458 JAIL MEDICAL	$ -	$ 2,928.49	$ 42,525.07	$ (42,525.07)	0.00%	83.3%	
02-230-000-0000-6459 LAW ENFORCE-JAIL FOOD-LAUNDRY	$ -	$ 1,012.50	$ 24,421.00	$ (24,421.00)	0.00%	83.3%	
02-230-000-0000-6480 EQUIPMENT LESS THAN $5,000	$ 28,150.00	$ -	$ 18,596.94	$ 9,553.06	33.94%	83.3%	
02-230-000-0000-6621 EQUIPMENT GREATER THAN $5,000	$ 15,000.00	$ -	$ -	$ 15,000.00	100.00%	83.3%	
02-230-000-0000-6801 MISCELLANEOUS EXPENSE	$ 112,349.00	$ 1,000.00	$ 10,000.00	$ 102,349.00	91.10%	83.3%	
Expenditure Total	$ 405,099.00	$ 40,990.59	$ 325,195.46	$ 79,903.54	19.72%	83.3%	
230 - JAIL CANTEEN Total	**$ -**	**$ (7,194.80)**	**$ 36,703.61**	**$ (36,703.61)**	**0.00%**	**83.3%**	
231 - SHERIFF'S MOUNTED PATROL							
Revenue							
02-231-000-0000-5910 TRANSFERS IN	$ (30,000.00)	$ -	$ -	$ (30,000.00)	100.00%	83.3%	
Revenue Total	$ (30,000.00)	$ -	$ -	$ (30,000.00)	100.00%	83.3%	
Expenditure							
02-231-000-0000-6411 OPERATING SUPPLIES	$ 30,000.00	$ -	$ -	$ 30,000.00	100.00%	83.3%	
Expenditure Total	$ 30,000.00	$ -	$ -	$ 30,000.00	100.00%	83.3%	
231 - SHERIFF'S MOUNTED PATROL Total	**$ -**	**$ -**	**$ -**	**$ -**	**0.00%**	**83.3%**	
232 - SHERIFF CIVIL							
Revenue							
02-232-000-0000-5830 MISCELLANEOUS REVENUE	$ -	$ (10,435.00)	$ (627,969.82)	$ 627,969.82	0.00%	83.3%	
Revenue Total	$ -	$ (10,435.00)	$ (627,969.82)	$ 627,969.82	0.00%	83.3%	
Expenditure							
02-232-000-0000-6459 LAW ENFORCE-JAIL FOOD-LAUNDRY	$ -	$ -	$ 176.50	$ (176.50)	0.00%	83.3%	
02-232-000-0000-6858 CIVIL EXPENSE	$ -	$ -	$ 530,893.63	$ (530,893.63)	0.00%	83.3%	

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Expenditure Total	$ -	$ -	$ 531,070.13	$ (531,070.13)	0.00%	83.3%
232 - SHERIFF CIVIL Total	**$ -**	**$ (10,435.00)**	**$ (96,899.69)**	**$ 96,899.69**	**0.00%**	**83.3%**
233 - SHERIFF'S TREASURY FORFEITURE						
Revenue						
02-233-000-0000-5910 TRANSFERS IN	$ (25,000.00)	$ -	$ -	$ (25,000.00)	100.00%	83.3%
Revenue Total	$ (25,000.00)	$ -	$ -	$ (25,000.00)	100.00%	83.3%
Expenditure						
02-233-000-0000-6480 EQUIPMENT LESS THAN $5,000	$ 25,000.00	$ -	$ -	$ 25,000.00	100.00%	83.3%
Expenditure Total	$ 25,000.00	$ -	$ -	$ 25,000.00	100.00%	83.3%
233 - SHERIFF'S TREASURY FORFEITURE Total	**$ -**	**$ -**	**$ -**	**$ -**	**0.00%**	**83.3%**
234 - SHERIFF DWI						
Revenue						
02-234-000-0000-5830 MISCELLANEOUS REVENUE	$ (35,000.00)	$ -	$ (1,635.97)	$ (33,364.03)	95.33%	83.3%
02-234-000-0000-5910 TRANSFERS IN	$ (80,000.00)	$ -	$ -	$ (80,000.00)	100.00%	83.3%
Revenue Total	$ (115,000.00)	$ -	$ (1,635.97)	$ (113,364.03)	98.58%	83.3%
Expenditure						
02-234-000-0000-6261 PROFESSIONAL SERVICES	$ 50,000.00	$ -	$ -	$ 50,000.00	100.00%	83.3%
02-234-000-0000-6452 VEHICLE MAINTENANCE	$ 1,000.00	$ -	$ -	$ 1,000.00	100.00%	83.3%
02-234-000-0000-6480 EQUIPMENT LESS THAN $5,000	$ 50,000.00	$ -	$ -	$ 50,000.00	100.00%	83.3%
02-234-000-0000-6801 MISCELLANEOUS EXPENSE	$ 14,000.00	$ -	$ 322.50	$ 13,677.50	97.70%	83.3%
Expenditure Total	$ 115,000.00	$ -	$ 322.50	$ 114,677.50	99.72%	83.3%
234 - SHERIFF DWI Total	**$ -**	**$ -**	**$ (1,313.47)**	**$ 1,313.47**	**0.00%**	**83.3%**
235 - NG911						
Revenue						
02-235-000-0000-5830 MISCELLANEOUS REVENUE	$ -	$ -	$ (121,687.11)	$ 121,687.11	0.00%	83.3%
Revenue Total	$ -	$ -	$ (121,687.11)	$ 121,687.11	0.00%	83.3%
Expenditure						
02-235-000-0000-6505 CONSULTANT FEES	$ -	$ -	$ 4,215.44	$ (4,215.44)	0.00%	83.3%
Expenditure Total	$ -	$ -	$ 4,215.44	$ (4,215.44)	0.00%	83.3%
235 - NG911 Total	**$ -**	**$ -**	**$ (117,471.67)**	**$ 117,471.67**	**0.00%**	**83.3%**
391 - LANDFILL CLOSURE						
Revenue						
02-391-000-0000-5020 SPECIAL ASSESSMENTS	$ -	$ -	$ (10,565.56)	$ 10,565.56	0.00%	83.3%
02-391-000-0000-5501 FEES AND SERVICE CHARGES	$ -	$ -	$ (2,575.95)	$ 2,575.95	0.00%	83.3%
Revenue Total	$ -	$ -	$ (13,141.51)	$ 13,141.51	0.00%	83.3%
Expenditure						
02-391-000-0000-6704 LOAN PAYMENTS	$ -	$ -	$ 36,408.00	$ (36,408.00)	0.00%	83.3%
Expenditure Total	$ -	$ -	$ 36,408.00	$ (36,408.00)	0.00%	83.3%
391 - LANDFILL CLOSURE Total	**$ -**	**$ -**	**$ 23,266.49**	**$ (23,266.49)**	**0.00%**	**83.3%**
392 - LANDFILL POST CLOSURE						

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Revenue							
02-392-000-0000-5020 SPECIAL ASSESSMENTS	$ -	$ -	$ (154,247.93)	$ 154,247.93	0.00%	83.3%
02-392-000-0000-5950 BOND PROCEEDS	$ -	$ (48,427.00)	$ (248,442.15)	$ 248,442.15	0.00%	83.3%
Revenue Total	$ -	$ (48,427.00)	$ (402,690.08)	$ 402,690.08	0.00%	83.3%
Expenditure						
02-392-000-0000-6701 BOND PAYMENTS	$ -	$ -	$ 18,180.00	$ (18,180.00)	0.00%	83.3%
02-392-000-0000-6704 LOAN PAYMENTS	$ -	$ -	$ 37,860.93	$ (37,860.93)	0.00%	83.3%
02-392-000-0000-6801 MISCELLANEOUS EXPENSE	$ -	$ -	$ 181,835.15	$ (181,835.15)	0.00%	83.3%
Expenditure Total	$ -	$ -	$ 237,876.08	$ (237,876.08)	0.00%	83.3%
392 - LANDFILL POST CLOSURE Total	**$ -**	**$ (48,427.00)**	**$ (164,814.00)**	**$ 164,814.00**	**0.00%**	**83.3%**
525 - NEY PARK						
Revenue						
02-525-000-0000-5830 MISCELLANEOUS REVENUE	$ -	$ (1,262.00)	$ (1,262.00)	$ 1,262.00	0.00%	83.3%
Revenue Total	$ -	$ (1,262.00)	$ (1,262.00)	$ 1,262.00	0.00%	83.3%
Expenditure						
02-525-000-0000-6859 MISCELLANEOUS EXPENSES	$ -	$ 1,415.88	$ 2,765.90	$ (2,765.90)	0.00%	83.3%
Expenditure Total	$ -	$ 1,415.88	$ 2,765.90	$ (2,765.90)	0.00%	83.3%
525 - NEY PARK Total	**$ -**	**$ 153.88**	**$ 1,503.90**	**$ (1,503.90)**	**0.00%**	**83.3%**
527 - BUFFER GRANT						
Revenue						
02-527-000-0000-5225 RIPARIAN PROTECTION AID	$ -	$ -	$ (37,132.00)	$ 37,132.00	0.00%	83.3%
Revenue Total	$ -	$ -	$ (37,132.00)	$ 37,132.00	0.00%	83.3%
527 - BUFFER GRANT Total	**$ -**	**$ -**	**$ (37,132.00)**	**$ 37,132.00**	**0.00%**	**83.3%**
529 - COUNTY PARK						
Revenue						
02-529-000-0000-5501 FEES AND SERVICE CHARGES	$ -	$ (6,307.77)	$ (74,515.09)	$ 74,515.09	0.00%	83.3%
02-529-000-0000-5503 FEE - PLAT DEDICATION FEES	$ -	$ -	$ (4,360.50)	$ 4,360.50	0.00%	83.3%
Revenue Total	$ -	$ (6,307.77)	$ (78,875.59)	$ 78,875.59	0.00%	83.3%
Expenditure						
02-529-000-0000-6605 SITE IMPROVEMENTS	$ -	$ -	$ 145,138.93	$ (145,138.93)	0.00%	83.3%
02-529-000-0000-6621 EQUIPMENT GREATER THAN $5,000	$ -	$ -	$ 7,897.39	$ (7,897.39)	0.00%	83.3%
02-529-000-0000-6859 MISCELLANEOUS EXPENSES	$ -	$ -	$ 32,506.22	$ (32,506.22)	0.00%	83.3%
Expenditure Total	$ -	$ -	$ 185,542.54	$ (185,542.54)	0.00%	83.3%
529 - COUNTY PARK Total	**$ -**	**$ (6,307.77)**	**$ 106,666.95**	**$ (106,666.95)**	**0.00%**	**83.3%**
724 - ECONOMIC DEVELOPMENT AUTHORITY						
Revenue						
02-724-000-0000-5866 INTEREST	$ -	$ -	$ 167,121.04	$ (167,121.04)	0.00%	83.3%
Revenue Total	$ -	$ -	$ 167,121.04	$ (167,121.04)	0.00%	83.3%
Expenditure						
02-724-000-0000-6342 RENT-COUNTY BUILDINGS	$ -	$ 1,552.50	$ 13,972.50	$ (13,972.50)	0.00%	83.3%

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Expenditure Total	$ -	$ 1,552.50	$ 13,972.50	$ (13,972.50)	0.00%	83.3%
724 - ECONOMIC DEVELOPMENT AUTHORITY Total	**$ -**	**$ 1,552.50**	**$ 181,093.54**	**$ (181,093.54)**	**0.00%**	**83.3%**
871 - SOLAR FARM						
Revenue						
02-871-000-0000-5842 SOLAR DEPOSIT	$ -	$ -	$ (187,500.00)	$ 187,500.00	0.00%	83.3%
02-871-000-0000-5866 INTEREST	$ -	$ -	$ 442,812.60	$ (442,812.60)	0.00%	83.3%
Revenue Total	$ -	$ -	$ 255,312.60	$ (255,312.60)	0.00%	83.3%
871 - SOLAR FARM Total	**$ -**	**$ -**	**$ 255,312.60**	**$ (255,312.60)**	**0.00%**	**83.3%**
#N/A						
Revenue						
02-205-000-0000-5532 SHERIFF CONTRACTS	$ -	$ (476,840.00)	$ (476,840.00)	$ 476,840.00	0.00%	83.3%
Revenue Total	$ -	$ (476,840.00)	$ (476,840.00)	$ 476,840.00	0.00%	83.3%
#N/A Total	**$ -**	**$ (476,840.00)**	**$ (476,840.00)**	**$ 476,840.00**	**0.00%**	**83.3%**
02 Total	**$ -**	**$ (692,508.80)**	**$ 317,519.62**	**$ (317,519.62)**	**0.00%**	**83.3%**
03						
310 - HIGHWAY ADMINISTRATION						
Revenue						
03-310-000-0000-5001 PROPERTY TAXES - CURRENT	$ (490,837.00)	$ -	$ (259,845.95)	$ (230,991.05)	47.06%	83.3%
03-310-000-0000-5011 GRAVEL TAX	$ (100,000.00)	$ (61,348.66)	$ (123,379.84)	$ 23,379.84	-23.38%	83.3%
03-310-000-0000-5118 MISCELLANEOUS PERMITS	$ (40,000.00)	$ (200.00)	$ (38,439.58)	$ (1,560.42)	3.90%	83.3%
03-310-000-0000-5531 OTHER SERVICES - HIGHWAY	$ (2,000.00)	$ (570.00)	$ (5,200.00)	$ 3,200.00	-160.00%	83.3%
03-310-000-0000-5910 TRANSFERS IN	$ (10,800.00)	$ -	$ -	$ (10,800.00)	100.00%	83.3%
03-310-000-0000-5911 USE OF FUND BALANCE	$ 10,352.00	$ -	$ -	$ 10,352.00	100.00%	83.3%
Revenue Total	$ (633,285.00)	$ (62,118.66)	$ (426,865.37)	$ (206,419.63)	32.60%	83.3%
Expenditure						
03-310-000-0000-6101 FULL TIME PERSONNEL	$ 363,692.00	$ 31,915.83	$ 326,560.99	$ 37,131.01	10.21%	83.3%
03-310-000-0000-6116 DEFERRED COMPSENATION - CTY PORTION	$ 3,300.00	$ -	$ 1,800.00	$ 1,500.00	45.45%	83.3%
03-310-000-0000-6119 FLOATING HOLIDAY 2	$ -	$ -	$ 2,598.92	$ (2,598.92)	0.00%	83.3%
03-310-000-0000-6120 EXTENDED SICK LEAVE	$ -	$ -	$ 18,270.34	$ (18,270.34)	0.00%	83.3%
03-310-000-0000-6123 PAID TIME OFF LEAVE	$ -	$ 1,100.09	$ 82,664.77	$ (82,664.77)	0.00%	83.3%
03-310-000-0000-6153 COUNTY SHARE INSURANCE	$ 70,435.00	$ 7,929.04	$ 81,232.37	$ (10,797.37)	-15.33%	83.3%
03-310-000-0000-6162 MEDICARE	$ 5,542.00	$ 455.48	$ 4,998.88	$ 543.12	9.80%	83.3%
03-310-000-0000-6163 PERA CONTRIBUTIONS	$ 28,664.00	$ 2,476.19	$ 27,093.76	$ 1,570.24	5.48%	83.3%
03-310-000-0000-6175 SOCIAL SECURITY	$ 23,696.00	$ 1,947.57	$ 21,374.51	$ 2,321.49	9.80%	83.3%
03-310-000-0000-6203 TELEPHONE	$ 17,000.00	$ 1,207.68	$ 16,299.63	$ 700.37	4.12%	83.3%
03-310-000-0000-6205 POSTAGE	$ 1,000.00	$ -	$ -	$ 1,000.00	100.00%	83.3%
03-310-000-0000-6235 PUBLICATIONS & BROCHURES	$ 1,500.00	$ 69.00	$ 1,132.55	$ 367.45	24.50%	83.3%
03-310-000-0000-6245 MEMBERSHIPS, DUES & FEES	$ 7,300.00	$ -	$ 4,644.33	$ 2,655.67	36.38%	83.3%
03-310-000-0000-6260 SOFTWARE SYSTEMS SUPPORT	$ 62,500.00	$ 10,530.17	$ 57,304.23	$ 5,195.77	8.31%	83.3%
03-310-000-0000-6261 PROFESSIONAL SERVICES	$ 2,500.00	$ 261.00	$ 2,848.32	$ (348.32)	-13.93%	83.3%

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03-310-000-0000-6333 TRAVEL REIMBURSEMENT	$ 500.00	$ -	$ 959.67	$ (459.67)	-91.93%	83.3%
03-310-000-0000-6334 MEALS - TAXABLE	$ 100.00	$ -	$ -	$ 100.00	100.00%	83.3%
03-310-000-0000-6338 CONFERENCES & MEETINGS	$ 3,500.00	$ -	$ (210.00)	$ 3,710.00	106.00%	83.3%
03-310-000-0000-6359 SURCHARGES	$ 300.00	$ 18.36	$ 326.67	$ (26.67)	-8.89%	83.3%
03-310-000-0000-6360 PROPERTY TAX	$ 8,708.00	$ -	$ 4,957.15	$ 3,750.85	43.07%	83.3%
03-310-000-0000-6410 OFFICE SUPPLIES	$ 3,600.00	$ 477.87	$ 3,513.60	$ 86.40	2.40%	83.3%
03-310-000-0000-6480 EQUIPMENT LESS THAN $5,000	$ 6,000.00	$ -	$ 6,996.22	$ (996.22)	-16.60%	83.3%
03-310-000-0000-6485 SOFTWARE AND SYSTEM SUPPORT LESS THAN $50,000	$ 2,148.00	$ -	$ 1,759.95	$ 388.05	18.07%	83.3%
03-310-000-0000-6806 UNIFORM ALLOWANCE	$ 20,800.00	$ 2,005.81	$ 21,682.80	$ (882.80)	-4.24%	83.3%
03-310-000-0000-6842 BOOT / SAFETY GEAR	$ 500.00	$ -	$ -	$ 500.00	100.00%	83.3%
Expenditure Total	$ 633,285.00	$ 60,394.09	$ 688,809.66	$ (55,524.66)	-8.77%	83.3%
310 - HIGHWAY ADMINISTRATION Total	**$ -**	**$ (1,724.57)**	**$ 261,944.29**	**$ (261,944.29)**	**0.00%**	**83.3%**
320 - HIGHWAY ENGINEERING						
Revenue						
03-320-000-0000-5001 PROPERTY TAXES - CURRENT	$ (1,514,124.00)	$ -	$ (801,463.80)	$ (712,660.20)	47.07%	83.3%
03-320-000-0000-5354 STATE AID - REGULAR CONSTRUCTION	$ -	$ (36,193.13)	$ (36,193.13)	$ 36,193.13	0.00%	83.3%
03-320-000-0000-5910 TRANSFERS IN	$ (3,597.50)	$ -	$ -	$ (3,597.50)	100.00%	83.3%
03-320-000-0000-5911 USE OF FUND BALANCE	$ (487,522.37)	$ -	$ -	$ (487,522.37)	100.00%	83.3%
Revenue Total	$ (2,005,243.87)	$ (36,193.13)	$ (837,656.93)	$ (1,167,586.94)	58.23%	83.3%
Expenditure						
03-320-000-0000-6101 FULL TIME PERSONNEL	$ 687,987.00	$ 23,093.88	$ 262,983.97	$ 425,003.03	61.77%	83.3%
03-320-000-0000-6106 OVERTIME	$ 35,000.00	$ 2,401.75	$ 8,745.61	$ 26,254.39	75.01%	83.3%
03-320-000-0000-6116 DEFERRED COMPSENATION - CTY PORTION	$ 3,597.50	$ 92.50	$ 2,568.75	$ 1,028.75	28.60%	83.3%
03-320-000-0000-6119 FLOATING HOLIDAY 2	$ -	$ -	$ 2,495.68	$ (2,495.68)	0.00%	83.3%
03-320-000-0000-6120 EXTENDED SICK LEAVE	$ -	$ -	$ 10,689.02	$ (10,689.02)	0.00%	83.3%
03-320-000-0000-6121 COMPENSATORY LEAVE	$ -	$ -	$ 2,546.20	$ (2,546.20)	0.00%	83.3%
03-320-000-0000-6123 PAID TIME OFF LEAVE	$ -	$ 1,184.54	$ 39,713.18	$ (39,713.18)	0.00%	83.3%
03-320-000-0000-6153 COUNTY SHARE INSURANCE	$ 136,349.00	$ 6,197.80	$ 66,332.00	$ 70,017.00	51.35%	83.3%
03-320-000-0000-6162 MEDICARE	$ 9,976.00	$ 378.23	$ 4,268.26	$ 5,707.74	57.21%	83.3%
03-320-000-0000-6163 PERA CONTRIBUTIONS	$ 51,599.00	$ 2,001.03	$ 22,372.48	$ 29,226.52	56.64%	83.3%
03-320-000-0000-6175 SOCIAL SECURITY	$ 42,657.00	$ 1,617.25	$ 18,250.52	$ 24,406.48	57.22%	83.3%
03-320-000-0000-6203 TELEPHONE	$ 600.00	$ -	$ -	$ 600.00	100.00%	83.3%
03-320-000-0000-6301 REPAIRS & MAINTENANCE	$ 4,000.00	$ -	$ -	$ 4,000.00	100.00%	83.3%
03-320-000-0000-6334 MEALS - TAXABLE	$ 100.00	$ -	$ -	$ 100.00	100.00%	83.3%
03-320-000-0000-6338 CONFERENCES & MEETINGS	$ 3,000.00	$ 3,930.00	$ 8,226.28	$ (5,226.28)	-174.21%	83.3%
03-320-000-0000-6502 ENGINEERING EQUIPMENT	$ 2,000.00	$ -	$ 3,989.81	$ (1,989.81)	-99.49%	83.3%
03-320-000-0000-6503 ENGINEERING FIELD SUPPLIES	$ 12,395.00	$ -	$ 4,960.00	$ 7,435.00	59.98%	83.3%
03-320-000-0000-6505 CONSULTANT FEES	$ 1,003,483.37	$ 113,653.37	$ 635,570.97	$ 367,912.40	36.66%	83.3%
03-320-000-0000-6507 CONSTRUCTION PERMITS	$ 500.00	$ -	$ -	$ 500.00	100.00%	83.3%
03-320-000-0000-6621 EQUIPMENT GREATER THAN $5,000	$ 10,000.00	$ -	$ -	$ 10,000.00	100.00%	83.3%

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03-320-000-0000-6842 BOOT / SAFETY GEAR	$ 2,000.00	$ -	$ 1,474.65	$ 525.35	26.27%	83.3%
Expenditure Total	$ 2,005,243.87	$ 154,550.35	$ 1,095,187.38	$ 910,056.49	45.38%	83.3%
320 - HIGHWAY ENGINEERING Total	**$ (0.00)**	**$ 118,357.22**	**$ 257,530.45**	**$ (257,530.45)**	**0.00%**	**83.3%**
325 - HIGHWAY CONSTRUCTION						
Revenue						
03-325-000-0000-5001 PROPERTY TAXES - CURRENT	$ (821,578.00)	$ -	$ (434,787.11)	$ (386,790.89)	47.08%	83.3%
03-325-000-0000-5252 R4S-IGR-REIMBURSEMENT FOR SERVICES	$ (450,000.00)	$ (286,575.50)	$ (328,261.76)	$ (121,738.24)	27.05%	83.3%
03-325-000-0000-5327 STATE GRANTS 2	$ -	$ -	$ (30,165.16)	$ 30,165.16	0.00%	83.3%
03-325-000-0000-5350 TOWN BRIDGE	$ (978,000.00)	$ -	$ (986,865.20)	$ 8,865.20	-0.91%	83.3%
03-325-000-0000-5354 STATE AID - REGULAR CONSTRUCTION	$ (9,020,000.00)	$ (971,494.27)	$ (6,802,700.26)	$ (2,217,299.74)	24.58%	83.3%
03-325-000-0000-5359 OTHER FUNDS CONSTRUCTION HWY	$ -	$ (916,671.50)	$ (916,671.50)	$ 916,671.50	0.00%	83.3%
03-325-000-0000-5416 FED GRANTS - CONSTRUCTION	$ (4,080,000.00)	$ -	$ (1,065,614.18)	$ (3,014,385.82)	73.88%	83.3%
03-325-000-0000-5801 REFUNDS AND REIMBURSEMENTS	$ -	$ (15.13)	$ (15.13)	$ 15.13	0.00%	83.3%
Revenue Total	$ (15,349,578.00)	$ (2,174,756.40)	$ (10,565,080.30)	$ (4,784,497.70)	31.17%	83.3%
Expenditure						
03-325-000-0000-6508 HIGHWAY EASEMENT & RIGHT OF WAY	$ 5,000.00	$ -	$ -	$ 5,000.00	100.00%	83.3%
03-325-000-0000-6606 PERMANENT ROW LAND ACQUISITION	$ 10,000.00	$ -	$ -	$ 10,000.00	100.00%	83.3%
03-325-000-0000-6650 INFRASTRUCTURE	$ 15,253,000.00	$ 13,685.86	$ 7,990,572.45	$ 7,262,427.55	47.61%	83.3%
03-325-000-0000-6701 BOND PAYMENTS	$ 73,148.00	$ -	$ 73,148.35	$ (0.35)	0.00%	83.3%
03-325-000-0000-6702 INTEREST DUE-BONDS	$ 8,430.00	$ -	$ 8,426.68	$ 3.32	0.04%	83.3%
Expenditure Total	$ 15,349,578.00	$ 13,685.86	$ 8,072,147.48	$ 7,277,430.52	47.41%	83.3%
325 - HIGHWAY CONSTRUCTION Total	**$ -**	**$ (2,161,070.54)**	**$ (2,492,932.82)**	**$ 2,492,932.82**	**0.00%**	**83.3%**
326 - HIGHWAY LOCAL OPTION SALES TAX						
Revenue						
03-326-000-0000-5017 LOCAL OPTION SALES TAX	$ (12,000,000.00)	$ (1,174,622.33)	$ (9,581,946.31)	$ (2,418,053.69)	20.15%	83.3%
03-326-000-0000-5252 R4S-IGR-REIMBURSEMENT FOR SERVICES	$ (2,000,000.00)	$ -	$ -	$ (2,000,000.00)	100.00%	83.3%
03-326-000-0000-5911 USE OF FUND BALANCE	$ (21,144,058.14)	$ -	$ -	$ (21,144,058.14)	100.00%	83.3%
Revenue Total	$ (35,144,058.14)	$ (1,174,622.33)	$ (9,581,946.31)	$ (25,562,111.83)	72.74%	83.3%
Expenditure						
03-326-000-0000-6261 PROFESSIONAL SERVICES	$ 3,017,496.99	$ 299,731.81	$ 1,693,698.34	$ 1,323,798.65	43.87%	83.3%
03-326-000-0000-6508 HIGHWAY EASEMENT & RIGHT OF WAY	$ 200,000.00	$ 35,000.00	$ 192,445.00	$ 7,555.00	3.78%	83.3%
03-326-000-0000-6606 PERMANENT ROW LAND ACQUISITION	$ 1,300,000.00	$ 26,900.00	$ 1,085,860.53	$ 214,139.47	16.47%	83.3%
03-326-000-0000-6615 BUILDING ADDITIONS & IMPROVEMENTS	$ 1,500,000.00	$ -	$ -	$ 1,500,000.00	100.00%	83.3%
03-326-000-0000-6650 INFRASTRUCTURE	$ 29,126,561.15	$ 1,777,199.12	$ 14,830,447.83	$ 14,296,113.32	49.08%	83.3%
Expenditure Total	$ 35,144,058.14	$ 2,138,830.93	$ 17,802,451.70	$ 17,341,606.44	49.34%	83.3%
326 - HIGHWAY LOCAL OPTION SALES TAX Total	**$ -**	**$ 964,208.60**	**$ 8,220,505.39**	**$ (8,220,505.39)**	**0.00%**	**83.3%**
330 - HIGHWAY MAINTENANCE						
Revenue						
03-330-000-0000-5001 PROPERTY TAXES - CURRENT	$ (890,000.00)	$ -	$ (471,174.88)	$ (418,825.12)	47.06%	83.3%
03-330-000-0000-5349 TOWN ROAD ACCOUNT REV	$ (659,894.00)	$ -	$ (659,889.00)	$ (5.00)	0.00%	83.3%

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03-330-000-0000-5356	STATE AID - REGULAR MAINTENANCE	$	(4,539,519.00)	$	-	$	(4,857,491.00)	$	317,972.00	-7.00%	83.3%
03-330-000-0000-5358	STATE AID - MUNICIPAL MAINTENANCE	$	(434,206.00)	$	-	$	(447,579.50)	$	13,373.50	-3.08%	83.3%
03-330-000-0000-5529	TOWNSHIP SERVICES - HIGHWAY	$	(55,000.00)	$	(81.37)	$	(53,000.65)	$	(1,999.35)	3.64%	83.3%
03-330-000-0000-5530	VILLAGE SERVICES - HIGHWAY	$	(170,000.00)	$	-	$	(80,751.62)	$	(89,248.38)	52.50%	83.3%
03-330-000-0000-5531	OTHER SERVICES - HIGHWAY	$	-	$	-	$	(3,702.04)	$	3,702.04	0.00%	83.3%
03-330-000-0000-5801	REFUNDS AND REIMBURSEMENTS	$	(38,400.00)	$	-	$	(27,950.43)	$	(10,449.57)	27.21%	83.3%
03-330-000-0000-5830	MISCELLANEOUS REVENUE	$	(12,000.00)	$	(1,171.59)	$	(12,300.02)	$	300.02	-2.50%	83.3%
03-330-000-0000-5910	TRANSFERS IN	$	(4,290.00)	$	-	$	-	$	(4,290.00)	100.00%	83.3%
03-330-000-0000-5911	USE OF FUND BALANCE	$	(27,382.53)	$	-	$	-	$	(27,382.53)	100.00%	83.3%
Revenue Total		$	(6,830,691.53)	$	(1,252.96)	$	(6,613,839.14)	$	(216,852.39)	3.17%	83.3%
Expenditure											
03-330-000-0000-6101	FULL TIME PERSONNEL	$	1,975,595.00	$	129,556.77	$	1,381,798.29	$	593,796.71	30.06%	83.3%
03-330-000-0000-6106	OVERTIME	$	140,000.00	$	10.85	$	30,406.22	$	109,593.78	78.28%	83.3%
03-330-000-0000-6108	ON CALL PAY	$	-	$	-	$	29,160.34	$	(29,160.34)	0.00%	83.3%
03-330-000-0000-6116	DEFERRED COMPSENATION - CTY PORTION	$	4,290.00	$	102.50	$	2,880.00	$	1,410.00	32.87%	83.3%
03-330-000-0000-6119	FLOATING HOLIDAY 2	$	-	$	349.92	$	11,445.52	$	(11,445.52)	0.00%	83.3%
03-330-000-0000-6120	EXTENDED SICK LEAVE	$	-	$	-	$	1,328.59	$	(1,328.59)	0.00%	83.3%
03-330-000-0000-6121	COMPENSATORY LEAVE	$	-	$	2,585.14	$	27,695.66	$	(27,695.66)	0.00%	83.3%
03-330-000-0000-6123	PAID TIME OFF LEAVE	$	-	$	40,196.93	$	176,933.66	$	(176,933.66)	0.00%	83.3%
03-330-000-0000-6153	COUNTY SHARE INSURANCE	$	476,546.00	$	39,881.15	$	406,966.22	$	69,579.78	14.60%	83.3%
03-330-000-0000-6162	MEDICARE	$	28,646.00	$	2,158.77	$	22,985.03	$	5,660.97	19.76%	83.3%
03-330-000-0000-6163	PERA CONTRIBUTIONS	$	148,170.00	$	11,545.37	$	122,517.10	$	25,652.90	17.31%	83.3%
03-330-000-0000-6175	SOCIAL SECURITY	$	122,488.00	$	9,230.55	$	98,279.85	$	24,208.15	19.76%	83.3%
03-330-000-0000-6203	TELEPHONE	$	4,680.00	$	285.00	$	2,932.50	$	1,747.50	37.34%	83.3%
03-330-000-0000-6338	CONFERENCES & MEETINGS	$	1,500.00	$	-	$	1,201.02	$	298.98	19.93%	83.3%
03-330-000-0000-6343	MACHINERY OR EQUIPMENT LEASES	$	35,000.00	$	-	$	1,449.56	$	33,550.44	95.86%	83.3%
03-330-000-0000-6411	OPERATING SUPPLIES	$	31,500.00	$	760.52	$	28,811.34	$	2,688.66	8.54%	83.3%
03-330-000-0000-6452	VEHICLE MAINTENANCE	$	(19,500.00)	$	-	$	-	$	(19,500.00)	100.00%	83.3%
03-330-000-0000-6480	EQUIPMENT LESS THAN $5,000	$	1,500.00	$	-	$	1,287.96	$	212.04	14.14%	83.3%
03-330-000-0000-6530	SEALCOAT CONTRACT	$	643,500.00	$	-	$	630,227.69	$	13,272.31	2.06%	83.3%
03-330-000-0000-6531	BITUMINOUS MIX	$	500,000.15	$	3,070.32	$	317,721.71	$	182,278.44	36.46%	83.3%
03-330-000-0000-6533	DEICING MATERIALS	$	1,327,382.38	$	11,933.57	$	916,659.83	$	410,722.55	30.94%	83.3%
03-330-000-0000-6535	ROCK & RIPRAP	$	30,000.00	$	-	$	20,974.63	$	9,025.37	30.08%	83.3%
03-330-000-0000-6536	CUTBACK OILS	$	50,000.00	$	14,300.00	$	37,105.74	$	12,894.26	25.79%	83.3%
03-330-000-0000-6537	RUBBERIZED CRACKFILLER-MAINTENANCE DIV	$	85,000.00	$	-	$	40,228.51	$	44,771.49	52.67%	83.3%
03-330-000-0000-6538	CULVERTS, BANDS & APRONS	$	23,000.00	$	-	$	10,818.00	$	12,182.00	52.97%	83.3%
03-330-000-0000-6539	SIGNS & SUPPLIES	$	7,500.00	$	-	$	3,469.17	$	4,030.83	53.74%	83.3%
03-330-000-0000-6540	COUNTY WIDE CULVERT PROJECTS	$	80,000.00	$	-	$	23,890.44	$	56,109.56	70.14%	83.3%
03-330-000-0000-6541	SAFETY IMPROVEMENTS-ROADS	$	15,000.00	$	-	$	-	$	15,000.00	100.00%	83.3%
03-330-000-0000-6542	MAJOR ROADWAY IMPROVEMENT	$	101,500.00	$	-	$	1,200.00	$	100,300.00	98.82%	83.3%

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03-330-000-0000-6550	ROADSIDE VEGETATION	$ 17,000.00	$ -	$ 9,124.79	$ 7,875.21	46.32%	83.3%
03-330-000-0000-6551	AGGREGATE STOCKPILE	$ 110,000.00	$ -	$ 110,502.00	$ (502.00)	-0.46%	83.3%
03-330-000-0000-6553	MISCELLANEOUS CONTRACTS	$ 201,000.00	$ -	$ 100,698.25	$ 100,301.75	49.90%	83.3%
03-330-000-0000-6555	GUARDRAIL, BRIDGE MATERIALS	$ 20,000.00	$ -	$ 5,893.59	$ 14,106.41	70.53%	83.3%
03-330-000-0000-6557	SC WINTER MIX BITUMINOUS	$ 2,500.00	$ -	$ -	$ 2,500.00	100.00%	83.3%
03-330-000-0000-6806	UNIFORM ALLOWANCE	$ -	$ -	$ 107.15	$ (107.15)	0.00%	83.3%
03-330-000-0000-6842	BOOT / SAFETY GEAR	$ 7,000.00	$ -	$ 4,089.19	$ 2,910.81	41.58%	83.3%
03-330-000-0000-6859	MISCELLANEOUS EXPENSES	$ -	$ -	$ 498.06	$ (498.06)	0.00%	83.3%
03-330-000-0000-6862	TOWN ROAD ACCOUNT	$ 659,894.00	$ -	$ 659,889.00	$ 5.00	0.00%	83.3%
Expenditure Total		$ 6,830,691.53	$ 265,967.36	$ 5,241,176.61	$ 1,589,514.92	23.27%	83.3%
330 - HIGHWAY MAINTENANCE Total		**$ -**	**$ 264,714.40**	**$ (1,372,662.53)**	**$ 1,372,662.53**	**0.00%**	**83.3%**
340 - HIGHWAY SHOP MAINTENANCE							
Revenue							
03-340-000-0000-5001	PROPERTY TAXES - CURRENT	$ (973,928.00)	$ -	$ (515,493.30)	$ (458,434.70)	47.07%	83.3%
03-340-000-0000-5528	INTRA COUNTY SERVICES - HIGHWAY	$ -	$ -	$ (97,062.44)	$ 97,062.44	0.00%	83.3%
03-340-000-0000-5910	TRANSFERS IN	$ (600.00)	$ -	$ -	$ (600.00)	100.00%	83.3%
03-340-000-0000-5911	USE OF FUND BALANCE	$ (231,752.42)	$ -	$ -	$ (231,752.42)	100.00%	83.3%
Revenue Total		$ (1,206,280.42)	$ -	$ (612,555.74)	$ (593,724.68)	49.22%	83.3%
Expenditure							
03-340-000-0000-6101	FULL TIME PERSONNEL	$ 553,859.00	$ 30,255.13	$ 389,845.30	$ 164,013.70	29.61%	83.3%
03-340-000-0000-6106	OVERTIME	$ 35,000.00	$ 2,212.40	$ 18,426.98	$ 16,573.02	47.35%	83.3%
03-340-000-0000-6108	ON CALL PAY	$ -	$ -	$ 1,997.22	$ (1,997.22)	0.00%	83.3%
03-340-000-0000-6116	DEFERRED COMPSENATION - CTY PORTION	$ 600.00	$ 50.00	$ 500.00	$ 100.00	16.67%	83.3%
03-340-000-0000-6119	FLOATING HOLIDAY 2	$ -	$ -	$ 3,203.24	$ (3,203.24)	0.00%	83.3%
03-340-000-0000-6121	COMPENSATORY LEAVE	$ -	$ -	$ 1,525.13	$ (1,525.13)	0.00%	83.3%
03-340-000-0000-6123	PAID TIME OFF LEAVE	$ -	$ 13,018.78	$ 51,286.58	$ (51,286.58)	0.00%	83.3%
03-340-000-0000-6153	COUNTY SHARE INSURANCE	$ 132,618.00	$ 11,968.95	$ 119,689.50	$ 12,928.50	9.75%	83.3%
03-340-000-0000-6162	MEDICARE	$ 8,176.00	$ 635.90	$ 6,530.17	$ 1,645.83	20.13%	83.3%
03-340-000-0000-6163	PERA CONTRIBUTIONS	$ 42,289.00	$ 3,411.47	$ 34,971.34	$ 7,317.66	17.30%	83.3%
03-340-000-0000-6175	SOCIAL SECURITY	$ 34,961.00	$ 2,718.91	$ 27,922.09	$ 7,038.91	20.13%	83.3%
03-340-000-0000-6260	SOFTWARE SYSTEMS SUPPORT	$ -	$ 19.00	$ 19.00	$ (19.00)	0.00%	83.3%
03-340-000-0000-6305	800MHZ MAINTENANCE EXPENSE	$ 11,025.00	$ -	$ 11,025.00	$ -	0.00%	83.3%
03-340-000-0000-6338	CONFERENCES & MEETINGS	$ 700.00	$ -	$ -	$ 700.00	100.00%	83.3%
03-340-000-0000-6411	OPERATING SUPPLIES	$ 20,000.00	$ 70.51	$ 1,957.90	$ 18,042.10	90.21%	83.3%
03-340-000-0000-6480	EQUIPMENT LESS THAN $5,000	$ 7,250.00	$ -	$ 2,306.99	$ 4,943.01	68.18%	83.3%
03-340-000-0000-6560	RADIO COMMUNICATION	$ 2,500.00	$ 194.00	$ 804.00	$ 1,696.00	67.84%	83.3%
03-340-000-0000-6563	DIESEL	$ -	$ -	$ 10,658.44	$ (10,658.44)	0.00%	83.3%
03-340-000-0000-6567	PROPANE	$ 800.00	$ -	$ 516.25	$ 283.75	35.47%	83.3%
03-340-000-0000-6568	OIL, LUBES	$ -	$ -	$ 3,219.60	$ (3,219.60)	0.00%	83.3%
03-340-000-0000-6570	TIRES	$ 31,000.00	$ -	$ 5,475.63	$ 25,524.37	82.34%	83.3%

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03-340-000-0000-6571 BATTERIES	$ -	$ -	$ (214.52)	$ 214.52	0.00%	83.3%
03-340-000-0000-6573 CUTTING EDGES	$ 70,000.00	$ -	$ -	$ 70,000.00	100.00%	83.3%
03-340-000-0000-6574 REPAIR PARTS	$ -	$ 728.57	$ 11,039.56	$ (11,039.56)	0.00%	83.3%
03-340-000-0000-6575 OUTSIDE LABOR	$ -	$ -	$ 3,842.38	$ (3,842.38)	0.00%	83.3%
03-340-000-0000-6615 BUILDING ADDITIONS & IMPROVEMENTS	$ 53,000.00	$ -	$ -	$ 53,000.00	100.00%	83.3%
03-340-000-0000-6621 EQUIPMENT GREATER THAN $5,000	$ 200,752.42	$ -	$ -	$ 200,752.42	100.00%	83.3%
03-340-000-0000-6801 MISCELLANEOUS EXPENSE	$ -	$ -	$ 154.50	$ (154.50)	0.00%	83.3%
03-340-000-0000-6842 BOOT / SAFETY GEAR	$ 1,750.00	$ -	$ 689.85	$ 1,060.15	60.58%	83.3%
Expenditure Total	$ 1,206,280.42	$ 65,283.62	$ 707,392.13	$ 498,888.29	41.36%	83.3%
340 - HIGHWAY SHOP MAINTENANCE Total	**$ 0.00**	**$ 65,283.62**	**$ 94,836.39**	**$ (94,836.39)**	**0.00%**	**83.3%**
350 - HIGHWAY SIGN DEPARTMENT						
Revenue						
03-350-000-0000-5001 PROPERTY TAXES - CURRENT	$ (1,536,972.00)	$ -	$ (813,593.05)	$ (723,378.95)	47.07%	83.3%
03-350-000-0000-5830 MISCELLANEOUS REVENUE	$ -	$ -	$ (4,849.19)	$ 4,849.19	0.00%	83.3%
03-350-000-0000-5910 TRANSFERS IN	$ (1,086.00)	$ -	$ -	$ (1,086.00)	100.00%	83.3%
Revenue Total	$ (1,538,058.00)	$ -	$ (818,442.24)	$ (719,615.76)	46.79%	83.3%
Expenditure						
03-350-000-0000-6101 FULL TIME PERSONNEL	$ 301,937.00	$ 23,100.28	$ 246,004.21	$ 55,932.79	18.52%	83.3%
03-350-000-0000-6106 OVERTIME	$ 7,000.00	$ -	$ 606.90	$ 6,393.10	91.33%	83.3%
03-350-000-0000-6108 ON CALL PAY	$ -	$ -	$ 63.09	$ (63.09)	0.00%	83.3%
03-350-000-0000-6116 DEFERRED COMPSENATION - CTY PORTION	$ 1,086.00	$ -	$ 600.00	$ 486.00	44.75%	83.3%
03-350-000-0000-6119 FLOATING HOLIDAY 2	$ -	$ -	$ 1,557.12	$ (1,557.12)	0.00%	83.3%
03-350-000-0000-6121 COMPENSATORY LEAVE	$ -	$ -	$ 3,817.43	$ (3,817.43)	0.00%	83.3%
03-350-000-0000-6123 PAID TIME OFF LEAVE	$ -	$ 2,541.32	$ 25,816.23	$ (25,816.23)	0.00%	83.3%
03-350-000-0000-6153 COUNTY SHARE INSURANCE	$ 64,183.00	$ 4,775.74	$ 48,412.24	$ 15,770.76	24.57%	83.3%
03-350-000-0000-6162 MEDICARE	$ 4,378.00	$ 367.49	$ 3,986.62	$ 391.38	8.94%	83.3%
03-350-000-0000-6163 PERA CONTRIBUTIONS	$ 22,645.00	$ 1,923.13	$ 20,839.94	$ 1,805.06	7.97%	83.3%
03-350-000-0000-6175 SOCIAL SECURITY	$ 18,719.00	$ 1,571.34	$ 17,047.20	$ 1,671.80	8.93%	83.3%
03-350-000-0000-6203 TELEPHONE	$ 360.00	$ -	$ 67.50	$ 292.50	81.25%	83.3%
03-350-000-0000-6338 CONFERENCES & MEETINGS	$ 1,500.00	$ 60.00	$ 195.00	$ 1,305.00	87.00%	83.3%
03-350-000-0000-6411 OPERATING SUPPLIES	$ 10,000.00	$ -	$ 1,472.56	$ 8,527.44	85.27%	83.3%
03-350-000-0000-6521 ADOPT-A-HIGHWAY	$ 5,000.00	$ 768.21	$ 4,139.78	$ 860.22	17.20%	83.3%
03-350-000-0000-6532 PAVEMENT MARKING	$ 800,000.00	$ 14,578.71	$ 725,262.64	$ 74,737.36	9.34%	83.3%
03-350-000-0000-6539 SIGNS & SUPPLIES	$ 130,000.00	$ -	$ 19,745.23	$ 110,254.77	84.81%	83.3%
03-350-000-0000-6543 TRAFFIC SIGNALS	$ 170,000.00	$ 11,868.77	$ 134,198.51	$ 35,801.49	21.06%	83.3%
03-350-000-0000-6842 BOOT / SAFETY GEAR	$ 1,250.00	$ -	$ 469.90	$ 780.10	62.41%	83.3%
Expenditure Total	$ 1,538,058.00	$ 61,554.99	$ 1,254,302.10	$ 283,755.90	18.45%	83.3%
350 - HIGHWAY SIGN DEPARTMENT Total	**$ -**	**$ 61,554.99**	**$ 435,859.86**	**$ (435,859.86)**	**0.00%**	**83.3%**
380 - FLEET DEPARTMENT						
Revenue						

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03-380-000-0000-5001 PROPERTY TAXES - CURRENT	$ (2,587,520.00)	$ -	$ (1,368,739.69)	$ (1,218,780.31)	47.10%	83.3%
03-380-000-0000-5528 INTRA COUNTY SERVICES - HIGHWAY	$ (582,000.00)	$ -	$ (173,050.20)	$ (408,949.80)	70.27%	83.3%
03-380-000-0000-5801 REFUNDS AND REIMBURSEMENTS	$ -	$ (134.75)	$ (134.75)	$ 134.75	0.00%	83.3%
03-380-000-0000-5832 SALE OF CAPITAL ASSETS	$ (65,750.00)	$ -	$ -	$ (65,750.00)	100.00%	83.3%
03-380-000-0000-5911 USE OF FUND BALANCE	$ (37,229.79)	$ -	$ -	$ (37,229.79)	100.00%	83.3%
Revenue Total	$ (3,272,499.79)	$ (134.75)	$ (1,541,924.64)	$ (1,730,575.15)	52.88%	83.3%
Expenditure						
03-380-000-0000-6260 SOFTWARE SYSTEMS SUPPORT	$ 38,710.00	$ -	$ 9,514.65	$ 29,195.35	75.42%	83.3%
03-380-000-0000-6261 PROFESSIONAL SERVICES	$ 3,560.00	$ -	$ 128.00	$ 3,432.00	96.40%	83.3%
03-380-000-0000-6411 OPERATING SUPPLIES	$ 14,100.00	$ 163.21	$ 4,375.75	$ 9,724.25	68.97%	83.3%
03-380-000-0000-6452 VEHICLE MAINTENANCE	$ -	$ -	$ 14,125.27	$ (14,125.27)	0.00%	83.3%
03-380-000-0000-6480 EQUIPMENT LESS THAN $5,000	$ -	$ -	$ 192.07	$ (192.07)	0.00%	83.3%
03-380-000-0000-6562 LICENSE FEES	$ 3,200.00	$ -	$ 10,758.15	$ (7,558.15)	-236.19%	83.3%
03-380-000-0000-6563 DIESEL	$ 630,000.00	$ 22,727.25	$ 209,647.59	$ 420,352.41	66.72%	83.3%
03-380-000-0000-6564 UNLEADED GASOLINE	$ 486,000.00	$ 22,224.77	$ 232,223.92	$ 253,776.08	52.22%	83.3%
03-380-000-0000-6567 PROPANE	$ -	$ -	$ 139.16	$ (139.16)	0.00%	83.3%
03-380-000-0000-6568 OIL, LUBES	$ 30,000.00	$ -	$ 14,369.50	$ 15,630.50	52.10%	83.3%
03-380-000-0000-6570 TIRES	$ 110,000.00	$ 4,665.67	$ 48,830.66	$ 61,169.34	55.61%	83.3%
03-380-000-0000-6571 BATTERIES	$ 15,000.00	$ 3,580.83	$ 13,822.91	$ 1,177.09	7.85%	83.3%
03-380-000-0000-6574 REPAIR PARTS	$ 180,000.00	$ 17,801.56	$ 119,568.53	$ 60,431.47	33.57%	83.3%
03-380-000-0000-6575 OUTSIDE LABOR	$ 60,000.00	$ 4,905.08	$ 36,347.04	$ 23,652.96	39.42%	83.3%
03-380-000-0000-6621 EQUIPMENT GREATER THAN $5,000	$ 418,550.00	$ -	$ 780,091.48	$ (361,541.48)	-86.38%	83.3%
03-380-000-0000-6633 VEHICLES PURCHASED	$ 1,019,879.79	$ 64,573.71	$ 672,790.56	$ 347,089.23	34.03%	83.3%
03-380-000-0000-6910 TRANSFER OUT	$ 263,500.00	$ -	$ -	$ 263,500.00	100.00%	83.3%
Expenditure Total	$ 3,272,499.79	$ 140,642.08	$ 2,166,925.24	$ 1,105,574.55	33.78%	83.3%
380 - FLEET DEPARTMENT Total	**$ -**	**$ 140,507.33**	**$ 625,000.60**	**$ (625,000.60)**	**0.00%**	**83.3%**
03 Total	**$ -**	**$ (548,168.95)**	**$ 6,030,081.63**	**$ (6,030,081.63)**	**0.00%**	**83.3%**
11						
420 - FINANCIAL SERVICE						
Revenue						
11-420-000-0000-5001 PROPERTY TAXES - CURRENT	$ (2,945,934.00)	$ -	$ (1,559,482.11)	$ (1,386,451.89)	47.06%	83.3%
11-420-000-0000-5217 HOMELESS PREVENTION AID	$ (325,701.00)	$ -	$ (145,180.50)	$ (180,520.50)	55.43%	83.3%
11-420-000-0000-5296 LOCAL GRANT	$ (10,000.00)	$ -	$ -	$ (10,000.00)	100.00%	83.3%
11-420-000-0000-5322 STATE GRT-COST EFF HLTH INS GRANTS	$ (469,500.00)	$ -	$ (332,599.60)	$ (136,900.40)	29.16%	83.3%
11-420-000-0000-5326 STATE GRT-FRAUD PREVENTION INV	$ (90,000.00)	$ -	$ (36,021.00)	$ (53,979.00)	59.98%	83.3%
11-420-000-0000-5327 STATE GRANTS 2	$ (38,400.00)	$ -	$ (40,167.00)	$ 1,767.00	-4.60%	83.3%
11-420-000-0000-5329 STATE GRT-C/S INCENTIVES	$ (40,000.00)	$ -	$ (31,647.00)	$ (8,353.00)	20.88%	83.3%
11-420-000-0000-5351 STATE GRT-MA TRANSPORTATION	$ (1,100.00)	$ -	$ (141.47)	$ (958.53)	87.14%	83.3%
11-420-000-0000-5390 STATE GRT-MED ASSIST INCENTIVE	$ (81,700.00)	$ (7,812.52)	$ (62,010.01)	$ (19,689.99)	24.10%	83.3%
11-420-000-0000-5399 STATE GRANT - MISCELLANEOUS	$ (100.00)	$ -	$ (150.00)	$ 50.00	-50.00%	83.3%

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11-420-000-0000-5421 FED GRANTS - INC MAINT ADM	$ (3,065,100.00)	$ (128,800.00)	$ (2,465,550.00)	$ (599,550.00)	19.56%	83.3%
11-420-000-0000-5422 FED GRANTS - COST EFF HLTH INS	$ (313,000.00)	$ -	$ (193,371.66)	$ (119,628.34)	38.22%	83.3%
11-420-000-0000-5423 FED GRANTS - FOOD STAMPS	$ (683,800.00)	$ (10,400.00)	$ (364,805.00)	$ (318,995.00)	46.65%	83.3%
11-420-000-0000-5424 FED GRANTS - REFUGEE ASSISTANCE FUND	$ (1,400.00)	$ -	$ (1,320.00)	$ (80.00)	5.71%	83.3%
11-420-000-0000-5426 FED GRANTS - CHILD SUPPORT INCENTIVE	$ (317,800.00)	$ -	$ (261,530.00)	$ (56,270.00)	17.71%	83.3%
11-420-000-0000-5427 FED GRANTS - MA INCENTIVES	$ (61,000.00)	$ (4,831.49)	$ (38,446.84)	$ (22,553.16)	36.97%	83.3%
11-420-000-0000-5441 FED GRANTS - TITLE XIX IV-E ADM	$ (57,200.00)	$ -	$ (54,390.00)	$ (2,810.00)	4.91%	83.3%
11-420-000-0000-5451 FED GRANTS - MA TRANSPORTATION	$ (2,700.00)	$ -	$ (228.13)	$ (2,471.87)	91.55%	83.3%
11-420-000-0000-5475 FED GRANTS - FRAUD PREVENTION	$ (8,600.00)	$ -	$ (4,745.00)	$ (3,855.00)	44.83%	83.3%
11-420-000-0000-5801 REFUNDS AND REIMBURSEMENTS	$ -	$ (791.51)	$ (4,033.39)	$ 4,033.39	0.00%	83.3%
11-420-000-0000-5840 RECOVERY - MISC. ADMINISTRATIVE	$ (19,800.00)	$ (558.13)	$ (11,103.79)	$ (8,696.21)	43.92%	83.3%
11-420-000-0000-5841 ADM COLLECTION CHARGES	$ (3,900.00)	$ (169.07)	$ (2,087.31)	$ (1,812.69)	46.48%	83.3%
11-420-000-0000-5860 RECOVERY - INCOME MAINTENANCE GRANTS	$ (210,800.00)	$ -	$ (6,310.84)	$ (204,489.16)	97.01%	83.3%
11-420-000-0000-5864 RECOVERY - MAXIS	$ (9,500.00)	$ -	$ (640.85)	$ (8,859.15)	93.25%	83.3%
11-420-000-0000-5866 INTEREST	$ (1,700.00)	$ (168.67)	$ (168.67)	$ (1,531.33)	90.08%	83.3%
11-420-000-0000-5910 TRANSFERS IN	$ (86,585.72)	$ -	$ -	$ (86,585.72)	100.00%	83.3%
11-420-000-0000-5911 USE OF FUND BALANCE	$ (232,355.16)	$ -	$ -	$ (232,355.16)	100.00%	83.3%
Revenue Total	$ (9,077,675.88)	$ (153,531.39)	$ (5,616,130.17)	$ (3,461,545.71)	38.13%	83.3%
Expenditure						
11-420-000-0000-6020 PAYMENTS FOR RECIPIENTS-FS	$ 1,510,401.00	$ 118,002.02	$ 979,571.37	$ 530,829.63	35.14%	83.3%
11-420-000-0000-6040 PAYMENTS FOR RECIPIENTS-MA ACCESS	$ 10,000.00	$ 2,662.80	$ 18,946.37	$ (8,946.37)	-89.46%	83.3%
11-420-000-0000-6101 FULL TIME PERSONNEL	$ 4,292,523.00	$ 281,155.82	$ 2,806,588.42	$ 1,485,934.58	34.62%	83.3%
11-420-000-0000-6104 TEMPORARY PERSONNEL	$ -	$ 788.16	$ 27,277.25	$ (27,277.25)	0.00%	83.3%
11-420-000-0000-6106 OVERTIME	$ -	$ 3,658.40	$ 40,369.99	$ (40,369.99)	0.00%	83.3%
11-420-000-0000-6112 WELLNESS PROGRAM-PERS-E	$ -	$ -	$ 691.51	$ (691.51)	0.00%	83.3%
11-420-000-0000-6116 DEFERRED COMPSENATION - CTY PORTION	$ 10,485.90	$ 612.26	$ 8,081.99	$ 2,403.91	22.93%	83.3%
11-420-000-0000-6119 FLOATING HOLIDAY 2	$ -	$ 1,030.99	$ 21,685.73	$ (21,685.73)	0.00%	83.3%
11-420-000-0000-6120 EXTENDED SICK LEAVE	$ -	$ -	$ 344.99	$ (344.99)	0.00%	83.3%
11-420-000-0000-6121 COMPENSATORY LEAVE	$ -	$ 376.60	$ 6,876.29	$ (6,876.29)	0.00%	83.3%
11-420-000-0000-6123 PAID TIME OFF LEAVE	$ -	$ 30,153.38	$ 299,859.64	$ (299,859.64)	0.00%	83.3%
11-420-000-0000-6153 COUNTY SHARE INSURANCE	$ 1,205,583.00	$ 96,217.72	$ 909,978.46	$ 295,604.54	24.52%	83.3%
11-420-000-0000-6162 MEDICARE	$ 62,244.00	$ 4,389.26	$ 44,294.83	$ 17,949.17	28.84%	83.3%
11-420-000-0000-6163 PERA CONTRIBUTIONS	$ 326,696.00	$ 22,513.60	$ 231,276.39	$ 95,419.61	29.21%	83.3%
11-420-000-0000-6175 SOCIAL SECURITY	$ 263,248.00	$ 18,765.78	$ 189,378.38	$ 73,869.62	28.06%	83.3%
11-420-000-0000-6179 UNEMPLOYMENT COMPENSATION	$ -	$ 8,506.23	$ 10,494.69	$ (10,494.69)	0.00%	83.3%
11-420-000-0000-6203 TELEPHONE	$ 9,200.00	$ 375.88	$ 3,143.62	$ 6,056.38	65.83%	83.3%
11-420-000-0000-6205 POSTAGE	$ 27,280.00	$ 3,014.90	$ 29,672.95	$ (2,392.95)	-8.77%	83.3%
11-420-000-0000-6232 PRINTING/PHOTOCOPYING	$ 1,400.00	$ 161.55	$ 2,295.92	$ (895.92)	-63.99%	83.3%
11-420-000-0000-6235 PUBLICATIONS & BROCHURES	$ -	$ -	$ 145.74	$ (145.74)	0.00%	83.3%
11-420-000-0000-6245 MEMBERSHIPS, DUES & FEES	$ 3,550.00	$ -	$ 424.16	$ 3,125.84	88.05%	83.3%

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11-420-000-0000-6260 SOFTWARE SYSTEMS SUPPORT	$ 185,795.16	$ 1,483.69	$ 153,435.91	$ 32,359.25	17.42%	83.3%
11-420-000-0000-6261 PROFESSIONAL SERVICES	$ 164,460.00	$ 1,638.73	$ 53,534.12	$ 110,925.88	67.45%	83.3%
11-420-000-0000-6262 STATE AUDITOR-AUDITING	$ 47,500.00	$ -	$ 95.00	$ 47,405.00	99.80%	83.3%
11-420-000-0000-6264 LABOR NEGOTIATIONS	$ 1,800.00	$ -	$ -	$ 1,800.00	100.00%	83.3%
11-420-000-0000-6266 COLLECTION CHARGES	$ 1,000.00	$ 168.00	$ 682.00	$ 318.00	31.80%	83.3%
11-420-000-0000-6267 IV-D MISCELLANEOUS CHARGES	$ 11,600.00	$ 470.00	$ 12,946.70	$ (1,346.70)	-11.61%	83.3%
11-420-000-0000-6268 IV-D GENETIC TESTING	$ 4,500.00	$ 244.00	$ 2,388.55	$ 2,111.45	46.92%	83.3%
11-420-000-0000-6281 CHILD SUPPORT OFFSET	$ 6,000.00	$ 282.46	$ 4,699.55	$ 1,300.45	21.67%	83.3%
11-420-000-0000-6301 REPAIRS & MAINTENANCE	$ 300.00	$ -	$ -	$ 300.00	100.00%	83.3%
11-420-000-0000-6332 FLEET VEHICLE USAGE	$ 15,600.00	$ -	$ 609.29	$ 14,990.71	96.09%	83.3%
11-420-000-0000-6333 TRAVEL REIMBURSEMENT	$ 400.00	$ -	$ 330.21	$ 69.79	17.45%	83.3%
11-420-000-0000-6334 MEALS - TAXABLE	$ 400.00	$ -	$ 49.50	$ 350.50	87.63%	83.3%
11-420-000-0000-6337 ADVISORY COMMITTEE	$ 400.00	$ 38.40	$ 192.00	$ 208.00	52.00%	83.3%
11-420-000-0000-6338 CONFERENCES & MEETINGS	$ 17,680.00	$ 2,608.28	$ 10,510.94	$ 7,169.06	40.55%	83.3%
11-420-000-0000-6342 RENT-COUNTY BUILDINGS	$ 299,500.00	$ -	$ 224,680.17	$ 74,819.83	24.98%	83.3%
11-420-000-0000-6343 MACHINERY OR EQUIPMENT LEASES	$ 13,000.00	$ 1,070.92	$ 8,887.41	$ 4,112.59	31.64%	83.3%
11-420-000-0000-6353 LIABILITY INSURANCE	$ 36,400.00	$ -	$ 35,840.00	$ 560.00	1.54%	83.3%
11-420-000-0000-6359 SURCHARGES	$ 1,300.00	$ -	$ 48.57	$ 1,251.43	96.26%	83.3%
11-420-000-0000-6380 INTERGOVERNMENTAL EXPENSE	$ 108,356.82	$ -	$ 87,617.19	$ 20,739.63	19.14%	83.3%
11-420-000-0000-6381 LEGAL CHARGES - COUNTY ATTORNEY	$ 152,200.00	$ 12,686.17	$ 126,861.70	$ 25,338.30	16.65%	83.3%
11-420-000-0000-6411 OPERATING SUPPLIES	$ 16,120.00	$ 777.39	$ 7,971.20	$ 8,148.80	50.55%	83.3%
11-420-000-0000-6480 EQUIPMENT LESS THAN $5,000	$ 36,390.00	$ -	$ 26,933.03	$ 9,456.97	25.99%	83.3%
11-420-000-0000-6620 CAPTIAL COMPUTER OR SOFTWARE PURCHASES	$ 64,100.00	$ 2,080.00	$ 2,080.00	$ 62,020.00	96.76%	83.3%
11-420-000-0000-6621 EQUIPMENT GREATER THAN $5,000	$ 13,000.00	$ -	$ -	$ 13,000.00	100.00%	83.3%
11-420-000-0000-6801 MISCELLANEOUS EXPENSE	$ 3,243.00	$ 797.76	$ (87,483.84)	$ 90,726.84	2797.62%	83.3%
11-420-000-0000-6811 OTHER EXPENDITURES (ADMIN)	$ 154,020.00	$ -	$ -	$ 154,020.00	100.00%	83.3%
11-420-000-0000-6887 BAD DEBT EXPENSE	$ -	$ 267.74	$ 4,102.52	$ (4,102.52)	0.00%	83.3%
Expenditure Total	$ 9,077,675.88	$ 616,998.89	$ 6,308,410.41	$ 2,769,265.47	30.51%	83.3%
420 - FINANCIAL SERVICE Total	**$ (0.00)**	**$ 463,467.50**	**$ 692,280.24**	**$ (692,280.24)**	**0.00%**	**83.3%**
430 - HHS SOCIAL SERVICES						
Revenue						
11-430-000-0000-5001 PROPERTY TAXES - CURRENT	$ (11,495,504.00)	$ -	$ (6,083,328.51)	$ (5,412,175.49)	47.08%	83.3%
11-430-000-0000-5208 MARKET VALUE CREDITS - AG	$ (35,300.00)	$ -	$ -	$ (35,300.00)	100.00%	83.3%
11-430-000-0000-5215 OUT OF HOME PLACEMENT AID	$ (10,785.00)	$ -	$ (5,392.50)	$ (5,392.50)	50.00%	83.3%
11-430-000-0000-5281 LOCAL COLLABORATIVE GRANTS	$ (30,000.00)	$ (8,298.44)	$ (35,890.77)	$ 5,890.77	-19.64%	83.3%
11-430-000-0000-5296 LOCAL GRANT	$ (107,200.00)	$ (12,525.00)	$ (49,911.64)	$ (57,288.36)	53.44%	83.3%
11-430-000-0000-5297 LOCAL GRANT - OPIOID SETTLEMENT	$ (77,114.00)	$ -	$ -	$ (77,114.00)	100.00%	83.3%
11-430-000-0000-5308 STATE GRT-MHI GRANT AWARD	$ (160,000.00)	$ -	$ (25,569.91)	$ (134,430.09)	84.02%	83.3%
11-430-000-0000-5309 STATE GRT-VULNERABLE CHILDREN AND ADULTS	$ (882,100.00)	$ -	$ (868,749.38)	$ (13,350.62)	1.51%	83.3%
11-430-000-0000-5316 STATE GRT-ALTERNATE RESPONSE	$ (22,400.00)	$ -	$ (16,216.26)	$ (6,183.74)	27.61%	83.3%

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11-430-000-0000-5319	STATE GRT-RSC ADLT/MHM	$ (7,000.00)	$ -	$ (1,980.17)	$ (5,019.83)	71.71%	83.3%
11-430-000-0000-5328	STATE GRT-CAC WAIVER GRANTS	$ (24,000.00)	$ -	$ (37,377.35)	$ 13,377.35	-55.74%	83.3%
11-430-000-0000-5330	STATE GRT-CADI WAIVER	$ (637,000.00)	$ -	$ (559,480.61)	$ (77,519.39)	12.17%	83.3%
11-430-000-0000-5331	STATE GRT-ELDERLY WAIVER	$ (75,000.00)	$ -	$ (36,142.23)	$ (38,857.77)	51.81%	83.3%
11-430-000-0000-5332	STATE GRT-DD WAIVER	$ (450,000.00)	$ -	$ (285,708.99)	$ (164,291.01)	36.51%	83.3%
11-430-000-0000-5334	STATE GRT-ACP WAIVER	$ (73,000.00)	$ -	$ (51,929.81)	$ (21,070.19)	28.86%	83.3%
11-430-000-0000-5336	STATE GRT-WAIVER SCREENING	$ (13,500.00)	$ -	$ (4,258.00)	$ (9,242.00)	68.46%	83.3%
11-430-000-0000-5337	STATE GRT-RULE 78 MH CSP	$ (189,300.00)	$ -	$ (160,977.00)	$ (28,323.00)	14.96%	83.3%
11-430-000-0000-5339	STATE GRT-SILS	$ (105,100.00)	$ -	$ (61,134.00)	$ (43,966.00)	41.83%	83.3%
11-430-000-0000-5341	STATE GRT-DD FAMILY SUPPORT PROGM	$ (83,600.00)	$ -	$ (6,993.00)	$ (76,607.00)	91.64%	83.3%
11-430-000-0000-5343	STATE GRT-CCDTF ADM	$ (30,000.00)	$ -	$ (47,007.01)	$ 17,007.01	-56.69%	83.3%
11-430-000-0000-5346	STATE GRANT - PSOP	$ (36,000.00)	$ -	$ (39,710.99)	$ 3,710.99	-10.31%	83.3%
11-430-000-0000-5348	STATE CP OPIOID EPIDEMIC RESPONSE	$ (99,200.00)	$ -	$ (53,958.00)	$ (45,242.00)	45.61%	83.3%
11-430-000-0000-5364	STATE GRT-NORTH STAR FOSTER CAR	$ (102,800.00)	$ -	$ -	$ (102,800.00)	100.00%	83.3%
11-430-000-0000-5365	STATE GRT-CHILD PROTECTION ALLOCATION	$ (542,700.00)	$ -	$ (589,583.00)	$ 46,883.00	-8.64%	83.3%
11-430-000-0000-5368	STATE GRT-STAY/SELF FUND FC06	$ (14,400.00)	$ -	$ (16,154.60)	$ 1,754.60	-12.18%	83.3%
11-430-000-0000-5371	STATE GRANT - MNCHOICES	$ (785,546.00)	$ -	$ (675,991.00)	$ (109,555.00)	13.95%	83.3%
11-430-000-0000-5377	STATE GRT-CHILD MH COMBINED BG	$ (144,700.00)	$ -	$ (65,887.00)	$ (78,813.00)	54.47%	83.3%
11-430-000-0000-5385	STATE GRT-MFIP CHILD CARE ADM	$ (13,300.00)	$ (1,680.00)	$ (20,055.00)	$ 6,755.00	-50.79%	83.3%
11-430-000-0000-5386	STATE GRT-BAS SLID FEE CC ADM	$ (16,600.00)	$ (2,396.00)	$ (22,709.00)	$ 6,109.00	-36.80%	83.3%
11-430-000-0000-5387	STATE GRT-TOBACCO FREE GRANT	$ (2,600.00)	$ -	$ (4,761.00)	$ 2,161.00	-83.12%	83.3%
11-430-000-0000-5388	STATE GRT-CONSUMER SUPPORT GRANT	$ (128,300.00)	$ -	$ (130,222.55)	$ 1,922.55	-1.50%	83.3%
11-430-000-0000-5391	STATE GRT-MFIP EMPLOYMENT SERVICES	$ (63,300.00)	$ -	$ (43,579.29)	$ (19,720.71)	31.15%	83.3%
11-430-000-0000-5397	STATE GRT-ADULT PROTECTION GRANT	$ (80,000.00)	$ -	$ (207,832.00)	$ 127,832.00	-159.79%	83.3%
11-430-000-0000-5399	STATE GRANT - MISCELLANEOUS	$ (500.00)	$ -	$ (1,690.62)	$ 1,190.62	-238.12%	83.3%
11-430-000-0000-5419	FED GRANTS ? RSC ADLT/MHM	$ (13,000.00)	$ -	$ (5,145.55)	$ (7,854.45)	60.42%	83.3%
11-430-000-0000-5428	FED GRANTS - CAC WAIVER	$ (24,000.00)	$ -	$ (37,377.41)	$ 13,377.41	-55.74%	83.3%
11-430-000-0000-5430	FED GRANTS - CADI WAIVER	$ (637,000.00)	$ -	$ (559,480.63)	$ (77,519.37)	12.17%	83.3%
11-430-000-0000-5431	FED GRANTS - ELDERLY WAIVER	$ (75,000.00)	$ -	$ (36,142.29)	$ (38,857.71)	51.81%	83.3%
11-430-000-0000-5432	FED GRANTS - DD WAIVER	$ (450,000.00)	$ -	$ (285,708.98)	$ (164,291.02)	36.51%	83.3%
11-430-000-0000-5434	FED GRANTS - ALTERNATIVE CARE	$ (73,000.00)	$ -	$ (51,932.37)	$ (21,067.63)	28.86%	83.3%
11-430-000-0000-5435	FED GRANTS - SELF	$ (62,100.00)	$ -	$ (36,726.40)	$ (25,373.60)	40.86%	83.3%
11-430-000-0000-5437	FED GRANTS - IV-E PROGRAM	$ (222,100.00)	$ -	$ (109,062.00)	$ (113,038.00)	50.90%	83.3%
11-430-000-0000-5439	FED GRANTS - TITLE XX	$ (482,600.00)	$ (41,866.00)	$ (418,660.00)	$ (63,940.00)	13.25%	83.3%
11-430-000-0000-5440	FED GRANTS - MH-TCM ADULTS	$ (215,300.00)	$ -	$ (109,709.17)	$ (105,590.83)	49.04%	83.3%
11-430-000-0000-5441	FED GRANTS - TITLE XIX IV-E ADM	$ (128,082.00)	$ -	$ (200,703.00)	$ 72,621.00	-56.70%	83.3%
11-430-000-0000-5442	FED GRANTS - TITLE XIX ADM	$ (352,712.00)	$ -	$ (274,896.00)	$ (77,816.00)	22.06%	83.3%
11-430-000-0000-5446	FED GRANTS - MFIP EMPLOYMENT SERVICES	$ (491,000.00)	$ -	$ (278,796.71)	$ (212,203.29)	43.22%	83.3%
11-430-000-0000-5447	FED GRANTS - PSOP	$ (23,000.00)	$ -	$ (26,117.51)	$ 3,117.51	-13.55%	83.3%
11-430-000-0000-5450	FED GRANTS - MFIP CHILD CARE ADM	$ (15,000.00)	$ (1,748.00)	$ (20,873.00)	$ 5,873.00	-39.15%	83.3%

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11-430-000-0000-5466 FED GRANTS - CHILD WEL.TARGETED C/MAN	$ (522,900.00)	$ -	$ (240,588.67)	$ (282,311.33)	53.99%	83.3%
11-430-000-0000-5471 FED GRANTS - MNCHOICES	$ (926,903.00)	$ -	$ (825,386.00)	$ (101,517.00)	10.95%	83.3%
11-430-000-0000-5480 FED GRANTS - WCFSC LCTS MA ADM	$ (170,500.00)	$ -	$ (238,292.81)	$ 67,792.81	-39.76%	83.3%
11-430-000-0000-5481 FED GRANTS - WCFSC LCTS IV-E ADM	$ (179,500.00)	$ -	$ (75,064.19)	$ (104,435.81)	58.18%	83.3%
11-430-000-0000-5485 FED GRANTS - BAS SLID FEE CHILD CARE A	$ (30,800.00)	$ (4,865.00)	$ (45,812.00)	$ 15,012.00	-48.74%	83.3%
11-430-000-0000-5486 FED GRANTS - FAMILY ASSESS. RESPONSE	$ (40,000.00)	$ -	$ (29,222.83)	$ (10,777.17)	26.94%	83.3%
11-430-000-0000-5487 FED GRANTS - MH-TCM CHILDREN	$ (338,100.00)	$ -	$ (305,109.18)	$ (32,990.82)	9.76%	83.3%
11-430-000-0000-5488 FED GRANTS - RULE 5	$ (30,000.00)	$ -	$ (14,701.40)	$ (15,298.60)	51.00%	83.3%
11-430-000-0000-5490 FED GRANTS - VA/DD-TCM	$ (14,000.00)	$ -	$ (1,640.31)	$ (12,359.69)	88.28%	83.3%
11-430-000-0000-5499 FEDERAL GRANT SHARED REVENUE	$ (15,200.00)	$ (9,031.63)	$ (54,552.96)	$ 39,352.96	-258.90%	83.3%
11-430-000-0000-5501 FEES AND SERVICE CHARGES	$ (32,700.00)	$ 96,666.48	$ 66,165.29	$ (98,865.29)	302.34%	83.3%
11-430-000-0000-5502 FEE - FILING FEES	$ (1,100.00)	$ -	$ (54.00)	$ (1,046.00)	95.09%	83.3%
11-430-000-0000-5503 FEE - PLAT DEDICATION FEES	$ (31,950.00)	$ (1,000.00)	$ (12,750.00)	$ (19,200.00)	60.09%	83.3%
11-430-000-0000-5504 FEES AND SERVICE CHARGES	$ (1,500.00)	$ -	$ -	$ (1,500.00)	100.00%	83.3%
11-430-000-0000-5505 FEE - NOTARY FILING FEE	$ (189,800.00)	$ (9,683.47)	$ (51,312.15)	$ (138,487.85)	72.97%	83.3%
11-430-000-0000-5528 INTRA COUNTY SERVICES - HIGHWAY	$ -	$ -	$ (37,345.00)	$ 37,345.00	0.00%	83.3%
11-430-000-0000-5751 GIFTS AND CONTRIBUTIONS	$ -	$ -	$ (0.06)	$ 0.06	0.00%	83.3%
11-430-000-0000-5801 REFUNDS AND REIMBURSEMENTS	$ -	$ -	$ (185.04)	$ 185.04	0.00%	83.3%
11-430-000-0000-5830 MISCELLANEOUS REVENUE	$ -	$ -	$ (4,354.35)	$ 4,354.35	0.00%	83.3%
11-430-000-0000-5840 RECOVERY - MISC. ADMINISTRATIVE	$ (18,000.00)	$ -	$ (3,836.70)	$ (14,163.30)	78.69%	83.3%
11-430-000-0000-5841 ADM COLLECTION CHARGES	$ (5,000.00)	$ 600.00	$ (7,085.00)	$ 2,085.00	-41.70%	83.3%
11-430-000-0000-5862 RECOVERY - COMMUNITY GRANT	$ (700.00)	$ -	$ -	$ (700.00)	100.00%	83.3%
11-430-000-0000-5866 INTEREST	$ (7,200.00)	$ (15.67)	$ (303.30)	$ (6,896.70)	95.79%	83.3%
11-430-000-0000-5870 RECOVERY - IV-E	$ (3,200.00)	$ -	$ -	$ (3,200.00)	100.00%	83.3%
11-430-000-0000-5875 RECOVERY - MA CLIENT SPENDDOWN	$ (14,300.00)	$ (2,889.45)	$ (16,802.77)	$ 2,502.77	-17.50%	83.3%
11-430-000-0000-5887 FED GRANTS - MMIS II UNCLASSIFIED	$ -	$ (191,936.07)	$ (191,936.07)	$ 191,936.07	0.00%	83.3%
11-430-000-0000-5888 STATE GRANTS - MMIS II UNCLASSIFIED	$ -	$ (135,639.34)	$ (135,639.34)	$ 135,639.34	0.00%	83.3%
11-430-000-0000-5910 TRANSFERS IN	$ (33,746.70)	$ -	$ -	$ (33,746.70)	100.00%	83.3%
11-430-000-0000-5911 USE OF FUND BALANCE	$ (640,116.90)	$ -	$ -	$ (640,116.90)	100.00%	83.3%
Revenue Total	$ (23,048,959.60)	$ (326,307.59)	$ (14,887,321.05)	$ (8,161,638.55)	35.41%	83.3%
Expenditure						
11-430-000-0000-6010 COLLABORATIVE TRANSFERS	$ 350,000.00	$ -	$ 314,760.00	$ 35,240.00	10.07%	83.3%
11-430-000-0000-6030 PAYMENTS FOR RECIPIENTS-SS	$ 5,272,250.00	$ 425,708.57	$ 3,105,578.26	$ 2,166,671.74	41.10%	83.3%
11-430-000-0000-6101 FULL TIME PERSONNEL	$ 10,828,287.00	$ 781,727.35	$ 7,837,526.91	$ 2,990,760.09	27.62%	83.3%
11-430-000-0000-6103 PART TIME PERSONNEL	$ 81,400.00	$ 12,180.56	$ 103,392.43	$ (21,992.43)	-27.02%	83.3%
11-430-000-0000-6106 OVERTIME	$ -	$ 1,271.18	$ 12,289.23	$ (12,289.23)	0.00%	83.3%
11-430-000-0000-6108 ON CALL PAY	$ 25,000.00	$ 2,465.00	$ 26,325.00	$ (1,325.00)	-5.30%	83.3%
11-430-000-0000-6112 WELLNESS PROGRAM-PERS-E	$ -	$ -	$ 3,079.64	$ (3,079.64)	0.00%	83.3%
11-430-000-0000-6116 DEFERRED COMPSENATION - CTY PORTION	$ 33,746.70	$ 1,308.98	$ 22,694.27	$ 11,052.43	32.75%	83.3%
11-430-000-0000-6119 FLOATING HOLIDAY 2	$ -	$ 2,855.95	$ 56,310.22	$ (56,310.22)	0.00%	83.3%

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11-430-000-0000-6120	EXTENDED SICK LEAVE	$ -	$ 376.53	$ 3,245.33	$ (3,245.33)	0.00%	83.3%
11-430-000-0000-6121	COMPENSATORY LEAVE	$ -	$ 2,124.60	$ 14,062.58	$ (14,062.58)	0.00%	83.3%
11-430-000-0000-6123	PAID TIME OFF LEAVE	$ -	$ 71,029.75	$ 814,870.30	$ (814,870.30)	0.00%	83.3%
11-430-000-0000-6153	COUNTY SHARE INSURANCE	$ 2,335,189.00	$ 198,950.96	$ 1,944,433.79	$ 390,755.21	16.73%	83.3%
11-430-000-0000-6162	MEDICARE	$ 158,152.00	$ 12,151.41	$ 123,331.41	$ 34,820.59	22.02%	83.3%
11-430-000-0000-6163	PERA CONTRIBUTIONS	$ 818,274.00	$ 63,962.00	$ 661,116.61	$ 157,157.39	19.21%	83.3%
11-430-000-0000-6170	TUITION REIMBURSEMENT	$ -	$ -	$ (333.34)	$ 333.34	0.00%	83.3%
11-430-000-0000-6175	SOCIAL SECURITY	$ 676,388.00	$ 51,959.92	$ 527,367.55	$ 149,020.45	22.03%	83.3%
11-430-000-0000-6203	TELEPHONE	$ 88,000.00	$ 6,870.41	$ 67,457.65	$ 20,542.35	23.34%	83.3%
11-430-000-0000-6205	POSTAGE	$ 24,080.00	$ 1,117.88	$ 9,964.73	$ 14,115.27	58.62%	83.3%
11-430-000-0000-6232	PRINTING/PHOTOCOPYING	$ 2,200.00	$ 267.19	$ 3,218.56	$ (1,018.56)	-46.30%	83.3%
11-430-000-0000-6235	PUBLICATIONS & BROCHURES	$ 1,120.00	$ -	$ 318.85	$ 801.15	71.53%	83.3%
11-430-000-0000-6245	MEMBERSHIPS, DUES & FEES	$ 13,200.00	$ 169.50	$ 2,222.58	$ 10,977.42	83.16%	83.3%
11-430-000-0000-6260	SOFTWARE SYSTEMS SUPPORT	$ 372,526.90	$ 3,278.16	$ 306,165.72	$ 66,361.18	17.81%	83.3%
11-430-000-0000-6261	PROFESSIONAL SERVICES	$ 84,100.00	$ -	$ 25,616.52	$ 58,483.48	69.54%	83.3%
11-430-000-0000-6264	LABOR NEGOTIATIONS	$ 3,900.00	$ -	$ -	$ 3,900.00	100.00%	83.3%
11-430-000-0000-6266	COLLECTION CHARGES	$ 1,200.00	$ 165.00	$ 3,215.00	$ (2,015.00)	-167.92%	83.3%
11-430-000-0000-6301	REPAIRS & MAINTENANCE	$ 600.00	$ -	$ -	$ 600.00	100.00%	83.3%
11-430-000-0000-6332	FLEET VEHICLE USAGE	$ 33,600.00	$ -	$ 7,039.59	$ 26,560.41	79.05%	83.3%
11-430-000-0000-6333	TRAVEL REIMBURSEMENT	$ 41,400.00	$ 2,579.11	$ 25,976.53	$ 15,423.47	37.25%	83.3%
11-430-000-0000-6334	MEALS - TAXABLE	$ 2,900.00	$ 256.88	$ 1,350.56	$ 1,549.44	53.43%	83.3%
11-430-000-0000-6335	COUNTY-WIDE TRAINING	$ -	$ -	$ 76.95	$ (76.95)	0.00%	83.3%
11-430-000-0000-6336	TASK FORCES	$ 500.00	$ -	$ 100.00	$ 400.00	80.00%	83.3%
11-430-000-0000-6337	ADVISORY COMMITTEE	$ 800.00	$ 84.00	$ 420.00	$ 380.00	47.50%	83.3%
11-430-000-0000-6338	CONFERENCES & MEETINGS	$ 150,530.00	$ 8,361.92	$ 75,245.28	$ 75,284.72	50.01%	83.3%
11-430-000-0000-6339	ADMINISTRATIVE REVIEW PANEL	$ 500.00	$ -	$ 250.00	$ 250.00	50.00%	83.3%
11-430-000-0000-6342	RENT-COUNTY BUILDINGS	$ 645,000.00	$ -	$ 483,926.52	$ 161,073.48	24.97%	83.3%
11-430-000-0000-6343	MACHINERY OR EQUIPMENT LEASES	$ 28,000.00	$ 2,342.62	$ 19,441.07	$ 8,558.93	30.57%	83.3%
11-430-000-0000-6353	LIABILITY INSURANCE	$ 78,400.00	$ -	$ 78,400.00	$ -	0.00%	83.3%
11-430-000-0000-6359	SURCHARGES	$ 2,800.00	$ -	$ 104.61	$ 2,695.39	96.26%	83.3%
11-430-000-0000-6380	INTERGOVERNMENTAL EXPENSE	$ 233,383.92	$ -	$ 188,713.94	$ 44,669.98	19.14%	83.3%
11-430-000-0000-6411	OPERATING SUPPLIES	$ 34,720.00	$ 1,700.51	$ 17,645.08	$ 17,074.92	49.18%	83.3%
11-430-000-0000-6480	EQUIPMENT LESS THAN $5,000	$ 106,460.00	$ 5,134.50	$ 78,796.95	$ 27,663.05	25.98%	83.3%
11-430-000-0000-6485	SOFTWARE AND SYSTEM SUPPORT LESS THAN $50,000	$ 3,500.00	$ -	$ -	$ 3,500.00	100.00%	83.3%
11-430-000-0000-6620	CAPTIAL COMPUTER OR SOFTWARE PURCHASES	$ 9,000.00	$ 4,480.00	$ 4,480.00	$ 4,520.00	50.22%	83.3%
11-430-000-0000-6621	EQUIPMENT GREATER THAN $5,000	$ 28,000.00	$ -	$ -	$ 28,000.00	100.00%	83.3%
11-430-000-0000-6801	MISCELLANEOUS EXPENSE	$ -	$ 118.00	$ (231,093.22)	$ 231,093.22	0.00%	83.3%
11-430-000-0000-6811	OTHER EXPENDITURES (ADMIN)	$ 331,736.00	$ -	$ -	$ 331,736.00	100.00%	83.3%
11-430-000-0000-6887	BAD DEBT EXPENSE	$ -	$ 14,379.50	$ 54,872.45	$ (54,872.45)	0.00%	83.3%
11-430-000-0000-6910	TRANSFER OUT	$ 148,116.08	$ -	$ -	$ 148,116.08	100.00%	83.3%

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Expenditure Total	$ 23,048,959.60	$ 1,679,377.94	$ 16,793,976.11	$ 6,254,983.49	27.14%	83.3%
430 - HHS SOCIAL SERVICES Total	**$ 0.00**	**$ 1,353,070.35**	**$ 1,906,655.06**	**$ (1,906,655.06)**	**0.00%**	**83.3%**
450 - PUBLIC HEALTH SERVICES						
Revenue						
11-450-000-0000-5001 PROPERTY TAXES - CURRENT	$ (2,545,335.00)	$ -	$ (1,345,558.94)	$ (1,199,776.06)	47.14%	83.3%
11-450-000-0000-5109 LIQUOR LICENSES	$ -	$ (75.00)	$ (150.00)	$ 150.00	0.00%	83.3%
11-450-000-0000-5117 TOBACCO LICENSE	$ (4,300.00)	$ -	$ (1,832.72)	$ (2,467.28)	57.38%	83.3%
11-450-000-0000-5281 LOCAL COLLABORATIVE GRANTS	$ (23,500.00)	$ (6,536.44)	$ (28,216.11)	$ 4,716.11	-20.07%	83.3%
11-450-000-0000-5296 LOCAL GRANT	$ (62,200.00)	$ (28,117.71)	$ (84,353.12)	$ 22,153.12	-35.62%	83.3%
11-450-000-0000-5311 STATE GRT-FAMILY PLANNING GRANT	$ (205,655.00)	$ (36,455.74)	$ (110,040.56)	$ (95,614.44)	46.49%	83.3%
11-450-000-0000-5325 STATE GRT-CHILD & TEEN CK-UP	$ (108,809.00)	$ -	$ (55,625.74)	$ (53,183.26)	48.88%	83.3%
11-450-000-0000-5333 STATE GRT-MA SERVICES	$ -	$ (674.18)	$ (5,823.45)	$ 5,823.45	0.00%	83.3%
11-450-000-0000-5353 STATE GRT-PUBLIC HEALTH SUBSIDY	$ (481,400.00)	$ (19,247.45)	$ (300,289.00)	$ (181,111.00)	37.62%	83.3%
11-450-000-0000-5363 STATE GRT-SHIP	$ (314,600.00)	$ -	$ (209,756.12)	$ (104,843.88)	33.33%	83.3%
11-450-000-0000-5371 STATE GRANT - MNCHOICES	$ (59,500.00)	$ -	$ (43,710.00)	$ (15,790.00)	26.54%	83.3%
11-450-000-0000-5384 STATE GRT-EXPANDED HOME VISITING	$ (294,000.00)	$ -	$ -	$ (294,000.00)	100.00%	83.3%
11-450-000-0000-5399 STATE GRANT - MISCELLANEOUS	$ (89,300.00)	$ (1,732.72)	$ (70,270.47)	$ (19,029.53)	21.31%	83.3%
11-450-000-0000-5401 FEDERAL GRANTS - MISCELLANEOUS	$ (400,000.00)	$ (90,914.62)	$ (396,382.46)	$ (3,617.54)	0.90%	83.3%
11-450-000-0000-5411 FED GRANTS - FAMILY PLANNING SPECIAL PROJECT - FPSP	$ (88,138.00)	$ (15,623.89)	$ (101,410.21)	$ 13,272.21	-15.06%	83.3%
11-450-000-0000-5418 CDC COVID INFRASTRUCTURE - 93.967	$ (64,473.00)	$ -	$ -	$ (64,473.00)	100.00%	83.3%
11-450-000-0000-5433 FED GRANTS - MA SERVICES	$ -	$ (674.20)	$ (6,334.00)	$ 6,334.00	0.00%	83.3%
11-450-000-0000-5454 FED GRANTS - MCH GRANT	$ (78,300.00)	$ (23,644.63)	$ (78,684.00)	$ 384.00	-0.49%	83.3%
11-450-000-0000-5460 FED GRANTS - CHILD AND TEEN CHECK-UP	$ (108,809.00)	$ -	$ (55,625.80)	$ (53,183.20)	48.88%	83.3%
11-450-000-0000-5471 FED GRANTS - MNCHOICES	$ (72,600.00)	$ -	$ (53,371.00)	$ (19,229.00)	26.49%	83.3%
11-450-000-0000-5480 FED GRANTS - WCFSC LCTS MA ADM	$ (2,100.00)	$ -	$ (1,810.59)	$ (289.41)	13.78%	83.3%
11-450-000-0000-5482 FED GRANTS - MNVFC	$ -	$ (4,200.00)	$ (12,600.00)	$ 12,600.00	0.00%	83.3%
11-450-000-0000-5483 FED GRANTS - EMERGENCY PREPAREDNESS	$ (265,900.00)	$ (11,777.08)	$ (99,573.08)	$ (166,326.92)	62.55%	83.3%
11-450-000-0000-5484 FED GRANTS - HOME VISITING	$ (105,323.68)	$ (77,561.05)	$ (322,032.14)	$ 216,708.46	-205.75%	83.3%
11-450-000-0000-5495 FED GRANTS - DRUG FREE COMMUNITY-FEDG-R	$ (125,000.00)	$ -	$ (95,444.42)	$ (29,555.58)	23.64%	83.3%
11-450-000-0000-5499 FEDERAL GRANT SHARED REVENUE	$ (2,100.00)	$ -	$ (2,353.97)	$ 253.97	-12.09%	83.3%
11-450-000-0000-5501 FEES AND SERVICE CHARGES	$ (185,500.00)	$ (2,635.44)	$ (160,137.02)	$ (25,362.98)	13.67%	83.3%
11-450-000-0000-5511 FEE - AERIAL MAPPING	$ (60,000.00)	$ (1,325.00)	$ (15,426.00)	$ (44,574.00)	74.29%	83.3%
11-450-000-0000-5512 FEE - SALE OF AERIAL PHOTOS	$ (24,100.00)	$ (1,178.65)	$ (3,707.53)	$ (20,392.47)	84.62%	83.3%
11-450-000-0000-5524 FEE - PMAP SERVICES	$ (188,000.00)	$ (26,607.16)	$ (150,249.40)	$ (37,750.60)	20.08%	83.3%
11-450-000-0000-5528 INTRA COUNTY SERVICES - HIGHWAY	$ -	$ -	$ (35,668.26)	$ 35,668.26	0.00%	83.3%
11-450-000-0000-5602 FINES AND FORFEITS	$ -	$ (2,400.00)	$ (6,250.00)	$ 6,250.00	0.00%	83.3%
11-450-000-0000-5751 GIFTS AND CONTRIBUTIONS	$ (7,000.00)	$ -	$ -	$ (7,000.00)	100.00%	83.3%
11-450-000-0000-5753 CONTRIBUTIONS - WOW VAN	$ (200.00)	$ -	$ (1,251.00)	$ 1,051.00	-525.50%	83.3%
11-450-000-0000-5755 CONTRIBUTIONS - CAR SEATS	$ (2,000.00)	$ -	$ (13,033.40)	$ 11,033.40	-551.67%	83.3%
11-450-000-0000-5801 REFUNDS AND REIMBURSEMENTS	$ -	$ -	$ (1,731.74)	$ 1,731.74	0.00%	83.3%

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11-450-000-0000-5830	MISCELLANEOUS REVENUE	$ -	$ (59.38)	$ (182.23)	$ 182.23	0.00%	83.3%
11-450-000-0000-5840	RECOVERY - MISC. ADMINISTRATIVE	$ (5,700.00)	$ -	$ (1,233.23)	$ (4,466.77)	78.36%	83.3%
11-450-000-0000-5866	INTEREST	$ -	$ -	$ (0.01)	$ 0.01	0.00%	83.3%
11-450-000-0000-5910	TRANSFERS IN	$ (86,762.66)	$ -	$ -	$ (86,762.66)	100.00%	83.3%
11-450-000-0000-5911	USE OF FUND BALANCE	$ (322,978.28)	$ -	$ -	$ (322,978.28)	100.00%	83.3%
Revenue Total		$ (6,383,583.62)	$ (351,440.34)	$ (3,870,117.72)	$ (2,513,465.90)	39.37%	83.3%
Expenditure							
11-450-000-0000-6035	PAYMENTS FOR RECIPIENTS-PH	$ 69,700.00	$ 2,105.35	$ 13,973.24	$ 55,726.76	79.95%	83.3%
11-450-000-0000-6101	FULL TIME PERSONNEL	$ 2,949,013.75	$ 205,600.92	$ 2,052,883.60	$ 896,130.15	30.39%	83.3%
11-450-000-0000-6103	PART TIME PERSONNEL	$ 552,265.28	$ 31,659.42	$ 315,431.37	$ 236,833.91	42.88%	83.3%
11-450-000-0000-6106	OVERTIME	$ -	$ 1,513.11	$ 3,287.49	$ (3,287.49)	0.00%	83.3%
11-450-000-0000-6112	WELLNESS PROGRAM-PERS-E	$ -	$ -	$ 160.21	$ (160.21)	0.00%	83.3%
11-450-000-0000-6116	DEFERRED COMPSENATION - CTY PORTION	$ 11,746.40	$ 304.51	$ 7,627.49	$ 4,118.91	35.07%	83.3%
11-450-000-0000-6119	FLOATING HOLIDAY 2	$ -	$ 1,612.70	$ 12,748.23	$ (12,748.23)	0.00%	83.3%
11-450-000-0000-6120	EXTENDED SICK LEAVE	$ -	$ -	$ 7,660.39	$ (7,660.39)	0.00%	83.3%
11-450-000-0000-6121	COMPENSATORY LEAVE	$ -	$ 9.42	$ 2,547.50	$ (2,547.50)	0.00%	83.3%
11-450-000-0000-6123	PAID TIME OFF LEAVE	$ -	$ 21,515.32	$ 244,870.59	$ (244,870.59)	0.00%	83.3%
11-450-000-0000-6153	COUNTY SHARE INSURANCE	$ 709,627.92	$ 54,975.12	$ 545,297.65	$ 164,330.27	23.16%	83.3%
11-450-000-0000-6162	MEDICARE	$ 49,753.19	$ 3,646.80	$ 36,537.46	$ 13,215.73	26.56%	83.3%
11-450-000-0000-6163	PERA CONTRIBUTIONS	$ 262,260.24	$ 19,132.55	$ 195,889.03	$ 66,371.21	25.31%	83.3%
11-450-000-0000-6175	SOCIAL SECURITY	$ 217,048.30	$ 15,593.31	$ 156,230.08	$ 60,818.22	28.02%	83.3%
11-450-000-0000-6179	UNEMPLOYMENT COMPENSATION	$ -	$ -	$ 6,697.20	$ (6,697.20)	0.00%	83.3%
11-450-000-0000-6203	TELEPHONE	$ 23,910.00	$ 1,852.29	$ 17,822.06	$ 6,087.94	25.46%	83.3%
11-450-000-0000-6205	POSTAGE	$ 15,090.00	$ 1,215.87	$ 10,878.68	$ 4,211.32	27.91%	83.3%
11-450-000-0000-6232	PRINTING/PHOTOCOPYING	$ 8,300.00	$ 327.00	$ 3,061.60	$ 5,238.40	63.11%	83.3%
11-450-000-0000-6235	PUBLICATIONS & BROCHURES	$ 650.00	$ -	$ 899.76	$ (249.76)	-38.42%	83.3%
11-450-000-0000-6245	MEMBERSHIPS, DUES & FEES	$ 10,800.00	$ -	$ 2,247.53	$ 8,552.47	79.19%	83.3%
11-450-000-0000-6260	SOFTWARE SYSTEMS SUPPORT	$ 167,515.27	$ 1,930.11	$ 161,196.13	$ 6,319.14	3.77%	83.3%
11-450-000-0000-6261	PROFESSIONAL SERVICES	$ 474,221.00	$ 91,189.97	$ 266,610.54	$ 207,610.46	43.78%	83.3%
11-450-000-0000-6264	LABOR NEGOTIATIONS	$ 1,300.00	$ -	$ -	$ 1,300.00	100.00%	83.3%
11-450-000-0000-6265	DETENTION & PLACEMENTS	$ -	$ -	$ 86.06	$ (86.06)	0.00%	83.3%
11-450-000-0000-6301	REPAIRS & MAINTENANCE	$ 200.00	$ -	$ -	$ 200.00	100.00%	83.3%
11-450-000-0000-6305	800MHZ MAINTENANCE EXPENSE	$ 1,300.00	$ (453.97)	$ 806.03	$ 493.97	38.00%	83.3%
11-450-000-0000-6332	FLEET VEHICLE USAGE	$ 10,800.00	$ -	$ 2,373.63	$ 8,426.37	78.02%	83.3%
11-450-000-0000-6333	TRAVEL REIMBURSEMENT	$ 11,700.00	$ 1,210.14	$ 8,311.70	$ 3,388.30	28.96%	83.3%
11-450-000-0000-6334	MEALS - TAXABLE	$ 300.00	$ 11.20	$ 52.22	$ 247.78	82.59%	83.3%
11-450-000-0000-6336	TASK FORCES	$ 2,300.00	$ 200.00	$ 2,400.00	$ (100.00)	-4.35%	83.3%
11-450-000-0000-6337	ADVISORY COMMITTEE	$ 300.00	$ 27.60	$ 138.00	$ 162.00	54.00%	83.3%
11-450-000-0000-6338	CONFERENCES & MEETINGS	$ 48,423.00	$ 4,667.50	$ 15,812.18	$ 32,610.82	67.35%	83.3%
11-450-000-0000-6342	RENT-COUNTY BUILDINGS	$ 207,300.00	$ -	$ 155,547.81	$ 51,752.19	24.96%	83.3%

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11-450-000-0000-6343	MACHINERY OR EQUIPMENT LEASES	$ 12,000.00	$ 1,516.76	$ 9,375.98	$ 2,624.02	21.87%	83.3%
11-450-000-0000-6353	LIABILITY INSURANCE	$ 25,200.00	$ -	$ 25,760.00	$ (560.00)	-2.22%	83.3%
11-450-000-0000-6359	SURCHARGES	$ 900.00	$ -	$ 33.62	$ 866.38	96.26%	83.3%
11-450-000-0000-6361	MN CARE TAX	$ 6,100.00	$ 1,235.07	$ 6,427.60	$ (327.60)	-5.37%	83.3%
11-450-000-0000-6380	INTERGOVERNMENTAL EXPENSE	$ 75,016.26	$ -	$ 65,919.05	$ 9,097.21	12.13%	83.3%
11-450-000-0000-6410	OFFICE SUPPLIES	$ -	$ -	$ 150.00	$ (150.00)	0.00%	83.3%
11-450-000-0000-6411	OPERATING SUPPLIES	$ 81,919.55	$ 5,016.61	$ 59,283.97	$ 22,635.58	27.63%	83.3%
11-450-000-0000-6417	OUTREACH SUPPLIES - C&TC	$ 11,012.00	$ 3,744.80	$ 9,364.82	$ 1,647.18	14.96%	83.3%
11-450-000-0000-6431	MEDICAL SUPPLIES	$ 24,553.46	$ 2,196.01	$ 11,535.93	$ 13,017.53	53.02%	83.3%
11-450-000-0000-6452	VEHICLE MAINTENANCE	$ 700.00	$ -	$ -	$ 700.00	100.00%	83.3%
11-450-000-0000-6480	EQUIPMENT LESS THAN $5,000	$ 28,720.00	$ 1,711.50	$ 11,601.01	$ 17,118.99	59.61%	83.3%
11-450-000-0000-6620	CAPTIAL COMPUTER OR SOFTWARE PURCHASES	$ 2,900.00	$ 1,440.00	$ 1,440.00	$ 1,460.00	50.34%	83.3%
11-450-000-0000-6621	EQUIPMENT GREATER THAN $5,000	$ 9,000.00	$ -	$ -	$ 9,000.00	100.00%	83.3%
11-450-000-0000-6801	MISCELLANEOUS EXPENSE	$ 75,120.00	$ -	$ (74,205.24)	$ 149,325.24	198.78%	83.3%
11-450-000-0000-6811	OTHER EXPENDITURES (ADMIN)	$ 106,629.00	$ -	$ -	$ 106,629.00	100.00%	83.3%
11-450-000-0000-6910	TRANSFER OUT	$ 117,989.00	$ -	$ -	$ 117,989.00	100.00%	83.3%
Expenditure Total		$ 6,383,583.62	$ 476,706.99	$ 4,376,772.20	$ 2,006,811.42	31.44%	83.3%
450 - PUBLIC HEALTH SERVICES Total		**$ -**	**$ 125,266.65**	**$ 506,654.48**	**$ (506,654.48)**	**0.00%**	**83.3%**
480 - HUMAN SERVICES UNALLOCATED							
Revenue							
11-480-000-0000-5751	GIFTS AND CONTRIBUTIONS	$ (10,000.00)	$ -	$ (6,225.00)	$ (3,775.00)	37.75%	83.3%
11-480-000-0000-5911	USE OF FUND BALANCE	$ (21,656.00)	$ -	$ -	$ (21,656.00)	100.00%	83.3%
Revenue Total		$ (31,656.00)	$ -	$ (6,225.00)	$ (25,431.00)	80.34%	83.3%
Expenditure							
11-480-000-0000-6030	PAYMENTS FOR RECIPIENTS-SS	$ 28,431.00	$ 2,110.24	$ 4,203.25	$ 24,227.75	85.22%	83.3%
11-480-000-0000-6260	SOFTWARE SYSTEMS SUPPORT	$ 3,225.00	$ -	$ -	$ 3,225.00	100.00%	83.3%
11-480-000-0000-6338	CONFERENCES & MEETINGS	$ -	$ -	$ 8.35	$ (8.35)	0.00%	83.3%
Expenditure Total		$ 31,656.00	$ 2,110.24	$ 4,211.60	$ 27,444.40	86.70%	83.3%
480 - HUMAN SERVICES UNALLOCATED Total		**$ -**	**$ 2,110.24**	**$ (2,013.40)**	**$ 2,013.40**	**0.00%**	**83.3%**
11 Total		**$ 0.00**	**$ 1,943,914.74**	**$ 3,103,576.38**	**$ (3,103,576.38)**	**0.00%**	**83.3%**
12							
450 - PUBLIC HEALTH SERVICES							
Revenue							
12-450-000-0000-5830	MISCELLANEOUS REVENUE	$ (1,025,000.00)	$ (54,335.08)	$ (1,079,530.05)	$ 54,530.05	-5.32%	83.3%
12-450-000-0000-5911	USE OF FUND BALANCE	$ (917,418.23)	$ -	$ -	$ (917,418.23)	100.00%	83.3%
Revenue Total		$ (1,942,418.23)	$ (54,335.08)	$ (1,079,530.05)	$ (862,888.18)	44.42%	83.3%
Expenditure							
12-450-000-0000-6232	PRINTING/PHOTOCOPYING	$ 500.00	$ -	$ -	$ 500.00	100.00%	83.3%
12-450-000-0000-6261	PROFESSIONAL SERVICES	$ 1,666,518.23	$ 30,845.37	$ 155,762.55	$ 1,510,755.68	90.65%	83.3%
12-450-000-0000-6336	TASK FORCES	$ 1,200.00	$ 200.00	$ 1,400.00	$ (200.00)	-16.67%	83.3%

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12-450-000-0000-6380 INTERGOVERNMENTAL EXPENSE	$ 200,000.00	$ 90,000.00	$ 160,403.26	$ 39,596.74	19.80%	83.3%
12-450-000-0000-6411 OPERATING SUPPLIES	$ 200.00	$ -	$ 141.43	$ 58.57	29.29%	83.3%
12-450-000-0000-6801 MISCELLANEOUS EXPENSE	$ 74,000.00	$ -	$ -	$ 74,000.00	100.00%	83.3%
Expenditure Total	$ 1,942,418.23	$ 121,045.37	$ 317,707.24	$ 1,624,710.99	83.64%	83.3%
450 - PUBLIC HEALTH SERVICES Total	**$ -**	**$ 66,710.29**	**$ (761,822.81)**	**$ 761,822.81**	**0.00%**	**83.3%**
12 Total	**$ -**	**$ 66,710.29**	**$ (761,822.81)**	**$ 761,822.81**	**0.00%**	**83.3%**
20						
391 - LANDFILL CLOSURE						
Revenue						
20-391-000-0000-5866 INTEREST	$ -	$ -	$ 194,921.49	$ (194,921.49)	0.00%	83.3%
Revenue Total	$ -	$ -	$ 194,921.49	$ (194,921.49)	0.00%	83.3%
391 - LANDFILL CLOSURE Total	**$ -**	**$ -**	**$ 194,921.49**	**$ (194,921.49)**	**0.00%**	**83.3%**
393 - SCORE						
Revenue						
20-393-000-0000-5001 PROPERTY TAXES - CURRENT	$ -	$ -	$ (94.60)	$ 94.60	0.00%	83.3%
20-393-000-0000-5361 SCORE GRANT MONIES & CO MATCH	$ (159,000.00)	$ -	$ (217,834.00)	$ 58,834.00	-37.00%	83.3%
20-393-000-0000-5501 FEES AND SERVICE CHARGES	$ (126,000.00)	$ (7,836.40)	$ (124,911.01)	$ (1,088.99)	0.86%	83.3%
20-393-000-0000-5830 MISCELLANEOUS REVENUE	$ (117,500.00)	$ (85.00)	$ (1,665.60)	$ (115,834.40)	98.58%	83.3%
20-393-000-0000-5866 INTEREST	$ (5,000.00)	$ -	$ 465,164.29	$ (470,164.29)	9403.29%	83.3%
20-393-000-0000-5911 USE OF FUND BALANCE	$ 309,942.85	$ -	$ -	$ 309,942.85	100.00%	83.3%
Revenue Total	$ (97,557.15)	$ (7,921.40)	$ 120,659.08	$ (218,216.23)	223.68%	83.3%
Expenditure						
20-393-000-0000-6101 FULL TIME PERSONNEL	$ 235,000.00	$ -	$ -	$ 235,000.00	100.00%	83.3%
20-393-000-0000-6106 OVERTIME	$ 5,000.00	$ -	$ -	$ 5,000.00	100.00%	83.3%
20-393-000-0000-6203 TELEPHONE	$ 6,250.00	$ 486.20	$ 4,909.22	$ 1,340.78	21.45%	83.3%
20-393-000-0000-6235 PUBLICATIONS & BROCHURES	$ 4,000.00	$ (200.00)	$ 250.00	$ 3,750.00	93.75%	83.3%
20-393-000-0000-6251 UTILITY SERVICES	$ 35,000.00	$ 374.00	$ 5,676.00	$ 29,324.00	83.78%	83.3%
20-393-000-0000-6261 PROFESSIONAL SERVICES	$ -	$ -	$ 657.06	$ (657.06)	0.00%	83.3%
20-393-000-0000-6359 SURCHARGES	$ -	$ 41.43	$ 416.52	$ (416.52)	0.00%	83.3%
20-393-000-0000-6382 FREIGHT ACCOUNTS	$ 3,500.00	$ -	$ 1,160.00	$ 2,340.00	66.86%	83.3%
20-393-000-0000-6451 FUEL - LUBE ETC	$ -	$ -	$ 165.00	$ (165.00)	0.00%	83.3%
20-393-000-0000-6452 VEHICLE MAINTENANCE	$ 1,750.00	$ -	$ 1,689.96	$ 60.04	3.43%	83.3%
20-393-000-0000-6480 EQUIPMENT LESS THAN $5,000	$ 2,000.00	$ -	$ 1,509.97	$ 490.03	24.50%	83.3%
20-393-000-0000-6801 MISCELLANEOUS EXPENSE	$ 38,250.00	$ 1,853.11	$ 25,776.18	$ 12,473.82	32.61%	83.3%
20-393-000-0000-6840 SCORE PROGRAMS	$ 278,167.15	$ 27,238.47	$ 201,712.67	$ 76,454.48	27.49%	83.3%
20-393-000-0000-6841 HOUSEHOLD HAZARDOUS WASTE	$ 100,000.00	$ 23,564.86	$ 73,698.23	$ 26,301.77	26.30%	83.3%
20-393-000-0000-6842 BOOT / SAFETY GEAR	$ 750.00	$ 189.95	$ 339.90	$ 410.10	54.68%	83.3%
20-393-000-0000-6910 TRANSFER OUT	$ (622,110.00)	$ -	$ 311,110.00	$ (933,220.00)	150.01%	83.3%
20-393-000-0000-6912 SAFETY PROGRAM	$ 10,000.00	$ -	$ -	$ 10,000.00	100.00%	83.3%
Expenditure Total	$ 97,557.15	$ 53,548.02	$ 629,070.71	$ (531,513.56)	-544.82%	83.3%

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393 - SCORE Total	**$ -**	**$ 45,626.62**	**$ 749,729.79**	**$ (749,729.79)**	**0.00%**	**83.3%**
20 Total	**$ -**	**$ 45,626.62**	**$ 944,651.28**	**$ (944,651.28)**	**0.00%**	**83.3%**
34						
150 - CIP (LEVY)						
Revenue						
34-150-000-0000-5001 PROPERTY TAXES - CURRENT	$ (810,000.00)	$ -	$ (428,796.50)	$ (381,203.50)	47.06%	83.3%
34-150-000-0000-5203 STATE BONDING	$ -	$ -	$ (1,400,000.00)	$ 1,400,000.00	0.00%	83.3%
34-150-000-0000-5830 MISCELLANEOUS REVENUE	$ -	$ -	$ (34,586.75)	$ 34,586.75	0.00%	83.3%
34-150-000-0000-5910 TRANSFERS IN	$ (622,110.00)	$ -	$ (311,110.00)	$ (311,000.00)	49.99%	83.3%
34-150-000-0000-5911 USE OF FUND BALANCE	$ (4,293,201.64)	$ -	$ -	$ (4,293,201.64)	100.00%	83.3%
Revenue Total	$ (5,725,311.64)	$ -	$ (2,174,493.25)	$ (3,550,818.39)	62.02%	83.3%
Expenditure						
34-150-000-0000-6261 PROFESSIONAL SERVICES	$ 807,030.00	$ -	$ 4,035.00	$ 802,995.00	99.50%	83.3%
34-150-000-0000-6602 BUILDING CONSTRUCTION (NEW)	$ 3,916,081.64	$ 182,903.86	$ 928,246.24	$ 2,987,835.40	76.30%	83.3%
34-150-000-0000-6603 SITE ACQUISITION	$ 100,000.00	$ -	$ -	$ 100,000.00	100.00%	83.3%
34-150-000-0000-6620 CAPTIAL COMPUTER OR SOFTWARE PURCHASES	$ 810,000.00	$ -	$ 258.20	$ 809,741.80	99.97%	83.3%
34-150-000-0000-6633 VEHICLES PURCHASED	$ 92,200.00	$ -	$ -	$ 92,200.00	100.00%	83.3%
Expenditure Total	$ 5,725,311.64	$ 182,903.86	$ 932,539.44	$ 4,792,772.20	83.71%	83.3%
150 - CIP (LEVY) Total	**$ (0.00)**	**$ 182,903.86**	**$ (1,241,953.81)**	**$ 1,241,953.81**	**0.00%**	**83.3%**
165 - COMPLIANCE FUNDS						
Revenue						
34-165-000-0000-5526 COMPLIANCE FUND	$ -	$ (23,133.00)	$ (193,763.51)	$ 193,763.51	0.00%	83.3%
34-165-000-0000-5911 USE OF FUND BALANCE	$ (555,000.00)	$ -	$ -	$ (555,000.00)	100.00%	83.3%
Revenue Total	$ (555,000.00)	$ (23,133.00)	$ (193,763.51)	$ (361,236.49)	65.09%	83.3%
Expenditure						
34-165-000-0000-6261 PROFESSIONAL SERVICES	$ 515,000.00	$ -	$ 1,600.00	$ 513,400.00	99.69%	83.3%
34-165-000-0000-6620 CAPTIAL COMPUTER OR SOFTWARE PURCHASES	$ 40,000.00	$ -	$ 29,740.55	$ 10,259.45	25.65%	83.3%
Expenditure Total	$ 555,000.00	$ -	$ 31,340.55	$ 523,659.45	94.35%	83.3%
165 - COMPLIANCE FUNDS Total	**$ -**	**$ (23,133.00)**	**$ (162,422.96)**	**$ 162,422.96**	**0.00%**	**83.3%**
170 - CAPITAL TECHNOLOGY						
Revenue						
34-170-000-0000-5001 PROPERTY TAXES - CURRENT	$ (1,895,000.00)	$ -	$ (1,003,389.53)	$ (891,610.47)	47.05%	83.3%
34-170-000-0000-5801 REFUNDS AND REIMBURSEMENTS	$ (318,500.00)	$ -	$ -	$ (318,500.00)	100.00%	83.3%
34-170-000-0000-5911 USE OF FUND BALANCE	$ (1,737,882.52)	$ -	$ -	$ (1,737,882.52)	100.00%	83.3%
Revenue Total	$ (3,951,382.52)	$ -	$ (1,003,389.53)	$ (2,947,992.99)	74.61%	83.3%
Expenditure						
34-170-000-0000-6260 SOFTWARE SYSTEMS SUPPORT	$ 48,542.75	$ 6,934.68	$ 31,238.72	$ 17,304.03	35.65%	83.3%
34-170-000-0000-6261 PROFESSIONAL SERVICES	$ 841,391.74	$ -	$ -	$ 841,391.74	100.00%	83.3%
34-170-000-0000-6480 EQUIPMENT LESS THAN $5,000	$ 269,154.00	$ -	$ -	$ 269,154.00	100.00%	83.3%
34-170-000-0000-6602 BUILDING CONSTRUCTION (NEW)	$ 400,000.00	$ -	$ -	$ 400,000.00	100.00%	83.3%

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34-170-000-0000-6620 CAPTIAL COMPUTER OR SOFTWARE PURCHASES	$ 2,392,294.03	$ -	$ -	$ 2,392,294.03	100.00%	83.3%
Expenditure Total	$ 3,951,382.52	$ 6,934.68	$ 31,238.72	$ 3,920,143.80	99.21%	83.3%
170 - CAPITAL TECHNOLOGY Total	**$ -**	**$ 6,934.68**	**$ (972,150.81)**	**$ 972,150.81**	**0.00%**	**83.3%**
34 Total	**$ -**	**$ 166,705.54**	**$ (2,376,527.58)**	**$ 2,376,527.58**	**0.00%**	**83.3%**
36						
836 - COURTHOUSE DEBT SERVICE						
Revenue						
36-836-000-0000-5001 PROPERTY TAXES - CURRENT	$ (11,300,005.00)	$ -	$ (5,980,244.00)	$ (5,319,761.00)	47.08%	83.3%
36-836-000-0000-5020 SPECIAL ASSESSMENTS	$ -	$ -	$ (77.72)	$ 77.72	0.00%	83.3%
36-836-000-0000-5810 RENTS AND ROYALTIES	$ (350,004.00)	$ (29,167.00)	$ (291,670.00)	$ (58,334.00)	16.67%	83.3%
36-836-000-0000-5911 USE OF FUND BALANCE	$ (573,656.00)	$ -	$ -	$ (573,656.00)	100.00%	83.3%
Revenue Total	$ (12,223,665.00)	$ (29,167.00)	$ (6,271,991.72)	$ (5,951,673.28)	48.69%	83.3%
Expenditure						
36-836-000-0000-6701 BOND PAYMENTS	$ 7,225,000.00	$ 7,225,000.00	$ 7,268,373.56	$ (43,373.56)	-0.60%	83.3%
36-836-000-0000-6702 INTEREST DUE-BONDS	$ 4,416,586.00	$ 2,202,771.82	$ 4,406,247.44	$ 10,338.56	0.23%	83.3%
36-836-000-0000-6715 BOND ISSUING EXPENSES	$ 582,079.00	$ 475.00	$ 4,995.48	$ 577,083.52	99.14%	83.3%
Expenditure Total	$ 12,223,665.00	$ 9,428,246.82	$ 11,679,616.48	$ 544,048.52	4.45%	83.3%
836 - COURTHOUSE DEBT SERVICE Total	**$ -**	**$ 9,399,079.82**	**$ 5,407,624.76**	**$ (5,407,624.76)**	**0.00%**	**83.3%**
861 - SEWER SUBORDINATE DISTRICT						
Revenue						
36-861-000-0000-5020 SPECIAL ASSESSMENTS	$ -	$ -	$ (37,269.55)	$ 37,269.55	0.00%	83.3%
36-861-000-0000-5866 INTEREST	$ -	$ -	$ (26,468.03)	$ 26,468.03	0.00%	83.3%
Revenue Total	$ -	$ -	$ (63,737.58)	$ 63,737.58	0.00%	83.3%
861 - SEWER SUBORDINATE DISTRICT Total	**$ -**	**$ -**	**$ (63,737.58)**	**$ 63,737.58**	**0.00%**	**83.3%**
36 Total	**$ -**	**$ 9,399,079.82**	**$ 5,343,887.18**	**$ (5,343,887.18)**	**0.00%**	**83.3%**
41						
610 - GENERAL DITCH						
Expenditure						
41-610-000-0000-6205 POSTAGE	$ -	$ -	$ 3.59	$ (3.59)	0.00%	83.3%
41-610-000-0000-6261 PROFESSIONAL SERVICES	$ -	$ -	$ (7,986.70)	$ 7,986.70	0.00%	83.3%
Expenditure Total	$ -	$ -	$ (7,983.11)	$ 7,983.11	0.00%	83.3%
610 - GENERAL DITCH Total	**$ -**	**$ -**	**$ (7,983.11)**	**$ 7,983.11**	**0.00%**	**83.3%**
652 - COUNTY DITCH NO 3						
Expenditure						
41-652-000-0000-6205 POSTAGE	$ -	$ -	$ 3.88	$ (3.88)	0.00%	83.3%
Expenditure Total	$ -	$ -	$ 3.88	$ (3.88)	0.00%	83.3%
652 - COUNTY DITCH NO 3 Total	**$ -**	**$ -**	**$ 3.88**	**$ (3.88)**	**0.00%**	**83.3%**
653 - COUNTY DITCH NO 4						
Expenditure						
41-653-000-0000-6205 POSTAGE	$ -	$ -	$ 5.09	$ (5.09)	0.00%	83.3%

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Expenditure Total	$ -	$ -	$ 5.09	$ (5.09)	0.00%	83.3%
653 - COUNTY DITCH NO 4 Total	**$ -**	**$ -**	**$ 5.09**	**$ (5.09)**	**0.00%**	**83.3%**
658 - COUNTY DITCH NO 10						
Revenue						
41-658-000-0000-5020 SPECIAL ASSESSMENTS	$ -	$ -	$ (293,723.82)	$ 293,723.82	0.00%	83.3%
41-658-000-0000-5801 REFUNDS AND REIMBURSEMENTS	$ -	$ -	$ (159,059.00)	$ 159,059.00	0.00%	83.3%
Revenue Total	$ -	$ -	$ (452,782.82)	$ 452,782.82	0.00%	83.3%
Expenditure						
41-658-000-0000-6205 POSTAGE	$ -	$ -	$ 12.95	$ (12.95)	0.00%	83.3%
41-658-000-0000-6261 PROFESSIONAL SERVICES	$ -	$ -	$ 1,550.00	$ (1,550.00)	0.00%	83.3%
Expenditure Total	$ -	$ -	$ 1,562.95	$ (1,562.95)	0.00%	83.3%
658 - COUNTY DITCH NO 10 Total	**$ -**	**$ -**	**$ (451,219.87)**	**$ 451,219.87**	**0.00%**	**83.3%**
659 - COUNTY DITCH NO 12						
Expenditure						
41-659-000-0000-6205 POSTAGE	$ -	$ -	$ 105.04	$ (105.04)	0.00%	83.3%
Expenditure Total	$ -	$ -	$ 105.04	$ (105.04)	0.00%	83.3%
659 - COUNTY DITCH NO 12 Total	**$ -**	**$ -**	**$ 105.04**	**$ (105.04)**	**0.00%**	**83.3%**
660 - COUNTY DITCH NO 13						
Expenditure						
41-660-000-0000-6261 PROFESSIONAL SERVICES	$ -	$ -	$ 94.25	$ (94.25)	0.00%	83.3%
Expenditure Total	$ -	$ -	$ 94.25	$ (94.25)	0.00%	83.3%
660 - COUNTY DITCH NO 13 Total	**$ -**	**$ -**	**$ 94.25**	**$ (94.25)**	**0.00%**	**83.3%**
663 - COUNTY DITCH NO 16						
Expenditure						
41-663-000-0000-6261 PROFESSIONAL SERVICES	$ -	$ -	$ 20.37	$ (20.37)	0.00%	83.3%
Expenditure Total	$ -	$ -	$ 20.37	$ (20.37)	0.00%	83.3%
663 - COUNTY DITCH NO 16 Total	**$ -**	**$ -**	**$ 20.37**	**$ (20.37)**	**0.00%**	**83.3%**
664 - COUNTY DITCH NO 17						
Expenditure						
41-664-000-0000-6205 POSTAGE	$ -	$ -	$ 1.30	$ (1.30)	0.00%	83.3%
Expenditure Total	$ -	$ -	$ 1.30	$ (1.30)	0.00%	83.3%
664 - COUNTY DITCH NO 17 Total	**$ -**	**$ -**	**$ 1.30**	**$ (1.30)**	**0.00%**	**83.3%**
666 - COUNTY DITCH NO 19						
Expenditure						
41-666-000-0000-6261 PROFESSIONAL SERVICES	$ -	$ 1,507.50	$ 26,271.25	$ (26,271.25)	0.00%	83.3%
41-666-000-0000-6411 OPERATING SUPPLIES	$ -	$ -	$ 78.40	$ (78.40)	0.00%	83.3%
Expenditure Total	$ -	$ 1,507.50	$ 26,349.65	$ (26,349.65)	0.00%	83.3%
666 - COUNTY DITCH NO 19 Total	**$ -**	**$ 1,507.50**	**$ 26,349.65**	**$ (26,349.65)**	**0.00%**	**83.3%**
667 - COUNTY DITCH NO 20						
Revenue						

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41-667-000-0000-5020 SPECIAL ASSESSMENTS	$ -	$ -	$ (1,774.67)	$ 1,774.67	0.00%	83.3%
Revenue Total	$ -	$ -	$ (1,774.67)	$ 1,774.67	0.00%	83.3%
Expenditure						
41-667-000-0000-6205 POSTAGE	$ -	$ -	$ 1.94	$ (1.94)	0.00%	83.3%
Expenditure Total	$ -	$ -	$ 1.94	$ (1.94)	0.00%	83.3%
667 - COUNTY DITCH NO 20 Total	**$ -**	**$ -**	**$ (1,772.73)**	**$ 1,772.73**	**0.00%**	**83.3%**
669 - COUNTY DITCH NO 22						
Revenue						
41-669-000-0000-5020 SPECIAL ASSESSMENTS	$ -	$ -	$ (5,586.12)	$ 5,586.12	0.00%	83.3%
Revenue Total	$ -	$ -	$ (5,586.12)	$ 5,586.12	0.00%	83.3%
Expenditure						
41-669-000-0000-6205 POSTAGE	$ -	$ -	$ 9.07	$ (9.07)	0.00%	83.3%
41-669-000-0000-6261 PROFESSIONAL SERVICES	$ -	$ -	$ (46,793.04)	$ 46,793.04	0.00%	83.3%
Expenditure Total	$ -	$ -	$ (46,783.97)	$ 46,783.97	0.00%	83.3%
669 - COUNTY DITCH NO 22 Total	**$ -**	**$ -**	**$ (52,370.09)**	**$ 52,370.09**	**0.00%**	**83.3%**
670 - COUNTY DITCH NO 23						
Expenditure						
41-670-000-0000-6205 POSTAGE	$ -	$ -	$ 1.94	$ (1.94)	0.00%	83.3%
Expenditure Total	$ -	$ -	$ 1.94	$ (1.94)	0.00%	83.3%
670 - COUNTY DITCH NO 23 Total	**$ -**	**$ -**	**$ 1.94**	**$ (1.94)**	**0.00%**	**83.3%**
671 - COUNTY DITCH NO 24						
Revenue						
41-671-000-0000-5020 SPECIAL ASSESSMENTS	$ -	$ -	$ (47.26)	$ 47.26	0.00%	83.3%
Revenue Total	$ -	$ -	$ (47.26)	$ 47.26	0.00%	83.3%
Expenditure						
41-671-000-0000-6205 POSTAGE	$ -	$ -	$ 0.69	$ (0.69)	0.00%	83.3%
Expenditure Total	$ -	$ -	$ 0.69	$ (0.69)	0.00%	83.3%
671 - COUNTY DITCH NO 24 Total	**$ -**	**$ -**	**$ (46.57)**	**$ 46.57**	**0.00%**	**83.3%**
674 - COUNTY DITCH NO 28						
Expenditure						
41-674-000-0000-6205 POSTAGE	$ -	$ -	$ 3.44	$ (3.44)	0.00%	83.3%
Expenditure Total	$ -	$ -	$ 3.44	$ (3.44)	0.00%	83.3%
674 - COUNTY DITCH NO 28 Total	**$ -**	**$ -**	**$ 3.44**	**$ (3.44)**	**0.00%**	**83.3%**
676 - COUNTY DITCH NO 30						
Revenue						
41-676-000-0000-5020 SPECIAL ASSESSMENTS	$ -	$ -	$ (852.07)	$ 852.07	0.00%	83.3%
Revenue Total	$ -	$ -	$ (852.07)	$ 852.07	0.00%	83.3%
Expenditure						
41-676-000-0000-6205 POSTAGE	$ -	$ -	$ 7.13	$ (7.13)	0.00%	83.3%
Expenditure Total	$ -	$ -	$ 7.13	$ (7.13)	0.00%	83.3%

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676 - COUNTY DITCH NO 30 Total	**$ -**	**$ -**	**$ (844.94)**	**$ 844.94**	**0.00%**	**83.3%**
677 - COUNTY DITCH NO 31						
Revenue						
41-677-000-0000-5020 SPECIAL ASSESSMENTS	$ -	$ -	$ 852.07	$ (852.07)	0.00%	83.3%
Revenue Total	$ -	$ -	$ 852.07	$ (852.07)	0.00%	83.3%
Expenditure						
41-677-000-0000-6205 POSTAGE	$ -	$ -	$ 20.74	$ (20.74)	0.00%	83.3%
41-677-000-0000-6261 PROFESSIONAL SERVICES	$ -	$ -	$ 97,325.84	$ (97,325.84)	0.00%	83.3%
41-677-000-0000-6859 MISCELLANEOUS EXPENSES	$ -	$ -	$ (25,436.00)	$ 25,436.00	0.00%	83.3%
Expenditure Total	$ -	$ -	$ 71,910.58	$ (71,910.58)	0.00%	83.3%
677 - COUNTY DITCH NO 31 Total	**$ -**	**$ -**	**$ 72,762.65**	**$ (72,762.65)**	**0.00%**	**83.3%**
678 - COUNTY DITCH NO 33						
Expenditure						
41-678-000-0000-6205 POSTAGE	$ -	$ -	$ 1.30	$ (1.30)	0.00%	83.3%
41-678-000-0000-6261 PROFESSIONAL SERVICES	$ -	$ 1,000.00	$ 2,767.00	$ (2,767.00)	0.00%	83.3%
Expenditure Total	$ -	$ 1,000.00	$ 2,768.30	$ (2,768.30)	0.00%	83.3%
678 - COUNTY DITCH NO 33 Total	**$ -**	**$ 1,000.00**	**$ 2,768.30**	**$ (2,768.30)**	**0.00%**	**83.3%**
680 - COUNTY DITCH NO 35						
Expenditure						
41-680-000-0000-6205 POSTAGE	$ -	$ -	$ 0.65	$ (0.65)	0.00%	83.3%
Expenditure Total	$ -	$ -	$ 0.65	$ (0.65)	0.00%	83.3%
680 - COUNTY DITCH NO 35 Total	**$ -**	**$ -**	**$ 0.65**	**$ (0.65)**	**0.00%**	**83.3%**
681 - COUNTY DITCH NO 38						
Expenditure						
41-681-000-0000-6205 POSTAGE	$ -	$ -	$ 54.41	$ (54.41)	0.00%	83.3%
41-681-000-0000-6261 PROFESSIONAL SERVICES	$ -	$ 6,158.28	$ 3,596.03	$ (3,596.03)	0.00%	83.3%
Expenditure Total	$ -	$ 6,158.28	$ 3,650.44	$ (3,650.44)	0.00%	83.3%
681 - COUNTY DITCH NO 38 Total	**$ -**	**$ 6,158.28**	**$ 3,650.44**	**$ (3,650.44)**	**0.00%**	**83.3%**
682 - COUNTY DITCH NO 39						
Revenue						
41-682-000-0000-5020 SPECIAL ASSESSMENTS	$ -	$ -	$ (2.93)	$ 2.93	0.00%	83.3%
Revenue Total	$ -	$ -	$ (2.93)	$ 2.93	0.00%	83.3%
Expenditure						
41-682-000-0000-6205 POSTAGE	$ -	$ -	$ 5.18	$ (5.18)	0.00%	83.3%
Expenditure Total	$ -	$ -	$ 5.18	$ (5.18)	0.00%	83.3%
682 - COUNTY DITCH NO 39 Total	**$ -**	**$ -**	**$ 2.25**	**$ (2.25)**	**0.00%**	**83.3%**
687 - JOINT DITCH NO 4						
Revenue						
41-687-000-0000-5020 SPECIAL ASSESSMENTS	$ -	$ -	$ (1,039.75)	$ 1,039.75	0.00%	83.3%
Revenue Total	$ -	$ -	$ (1,039.75)	$ 1,039.75	0.00%	83.3%

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Expenditure						
41-687-000-0000-6205 POSTAGE	$ -	$ -	$ 3.79	$ (3.79)	0.00%	83.3%
41-687-000-0000-6261 PROFESSIONAL SERVICES	$ -	$ -	$ 6.47	$ (6.47)	0.00%	83.3%
Expenditure Total	$ -	$ -	$ 10.26	$ (10.26)	0.00%	83.3%
687 - JOINT DITCH NO 4 Total	**$ -**	**$ -**	**$ (1,029.49)**	**$ 1,029.49**	**0.00%**	**83.3%**
688 - JOINT DITCH NO 11						
Expenditure						
41-688-000-0000-6261 PROFESSIONAL SERVICES	$ -	$ -	$ 641.61	$ (641.61)	0.00%	83.3%
Expenditure Total	$ -	$ -	$ 641.61	$ (641.61)	0.00%	83.3%
688 - JOINT DITCH NO 11 Total	**$ -**	**$ -**	**$ 641.61**	**$ (641.61)**	**0.00%**	**83.3%**
689 - JOINT DITCH NO 14						
Expenditure						
41-689-000-0000-6205 POSTAGE	$ -	$ -	$ 3.89	$ (3.89)	0.00%	83.3%
41-689-000-0000-6261 PROFESSIONAL SERVICES	$ -	$ -	$ 6,048.47	$ (6,048.47)	0.00%	83.3%
Expenditure Total	$ -	$ -	$ 6,052.36	$ (6,052.36)	0.00%	83.3%
689 - JOINT DITCH NO 14 Total	**$ -**	**$ -**	**$ 6,052.36**	**$ (6,052.36)**	**0.00%**	**83.3%**
692 - JOINT DITCH NO 15						
Revenue						
41-692-000-0000-5020 SPECIAL ASSESSMENTS	$ -	$ -	$ (414.30)	$ 414.30	0.00%	83.3%
41-692-000-0000-5801 REFUNDS AND REIMBURSEMENTS	$ -	$ -	$ (29.16)	$ 29.16	0.00%	83.3%
Revenue Total	$ -	$ -	$ (443.46)	$ 443.46	0.00%	83.3%
Expenditure						
41-692-000-0000-6205 POSTAGE	$ -	$ -	$ 7.78	$ (7.78)	0.00%	83.3%
41-692-000-0000-6261 PROFESSIONAL SERVICES	$ -	$ -	$ 737.03	$ (737.03)	0.00%	83.3%
Expenditure Total	$ -	$ -	$ 744.81	$ (744.81)	0.00%	83.3%
692 - JOINT DITCH NO 15 Total	**$ -**	**$ -**	**$ 301.35**	**$ (301.35)**	**0.00%**	**83.3%**
693 - COUNTY DITCH NO 36						
Revenue						
41-693-000-0000-5020 SPECIAL ASSESSMENTS	$ -	$ -	$ (3,014.76)	$ 3,014.76	0.00%	83.3%
Revenue Total	$ -	$ -	$ (3,014.76)	$ 3,014.76	0.00%	83.3%
693 - COUNTY DITCH NO 36 Total	**$ -**	**$ -**	**$ (3,014.76)**	**$ 3,014.76**	**0.00%**	**83.3%**
695 - JOINT DITCH NO 35						
Expenditure						
41-695-000-0000-6261 PROFESSIONAL SERVICES	$ -	$ -	$ 11.18	$ (11.18)	0.00%	83.3%
Expenditure Total	$ -	$ -	$ 11.18	$ (11.18)	0.00%	83.3%
695 - JOINT DITCH NO 35 Total	**$ -**	**$ -**	**$ 11.18**	**$ (11.18)**	**0.00%**	**83.3%**
696 - JOINT DITCH NO 111						
Expenditure						
41-696-000-0000-6261 PROFESSIONAL SERVICES	$ -	$ -	$ 3,538.10	$ (3,538.10)	0.00%	83.3%
Expenditure Total	$ -	$ -	$ 3,538.10	$ (3,538.10)	0.00%	83.3%

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696 - JOINT DITCH NO 111 Total	**$ -**	**$ -**	**$ 3,538.10**	**$ (3,538.10)**	**0.00%**	**83.3%**
41 Total	**$ -**	**$ 8,665.78**	**$ (401,967.71)**	**$ 401,967.71**	**0.00%**	**83.3%**
70						
000 - NONE						
Revenue						
70-000-000-0000-5830 MISCELLANEOUS REVENUE	$ -	$ -	$ (1,013,660.64)	$ 1,013,660.64	0.00%	83.3%
Revenue Total	$ -	$ -	$ (1,013,660.64)	$ 1,013,660.64	0.00%	83.3%
Expenditure						
70-000-000-0000-6902 PROPERTY TAX PAYMENTS/ABATEMENTS	$ -	$ -	$ 1,013,660.64	$ (1,013,660.64)	0.00%	83.3%
Expenditure Total	$ -	$ -	$ 1,013,660.64	$ (1,013,660.64)	0.00%	83.3%
000 - NONE Total	**$ -**	**$ -**	**$ -**	**$ -**	**0.00%**	**83.3%**
832 - TOWNS-CITIES-SPECIAL DISTRICTS						
Expenditure						
70-832-000-0000-6902 PROPERTY TAX PAYMENTS/ABATEMENTS	$ -	$ -	$ 37.50	$ (37.50)	0.00%	83.3%
Expenditure Total	$ -	$ -	$ 37.50	$ (37.50)	0.00%	83.3%
832 - TOWNS-CITIES-SPECIAL DISTRICTS Total	**$ -**	**$ -**	**$ 37.50**	**$ (37.50)**	**0.00%**	**83.3%**
840 - FORFEIT TAXES						
Revenue						
70-840-000-0000-5020 SPECIAL ASSESSMENTS	$ -	$ -	$ (2,153.44)	$ 2,153.44	0.00%	83.3%
Revenue Total	$ -	$ -	$ (2,153.44)	$ 2,153.44	0.00%	83.3%
840 - FORFEIT TAXES Total	**$ -**	**$ -**	**$ (2,153.44)**	**$ 2,153.44**	**0.00%**	**83.3%**
70 Total	**$ -**	**$ -**	**$ (2,115.94)**	**$ 2,115.94**	**0.00%**	**83.3%**
71						
505 - HISTORIAN						
Revenue						
71-505-000-0000-5801 REFUNDS AND REIMBURSEMENTS	$ -	$ (20,960.10)	$ (225,728.14)	$ 225,728.14	0.00%	83.3%
Revenue Total	$ -	$ (20,960.10)	$ (225,728.14)	$ 225,728.14	0.00%	83.3%
Expenditure						
71-505-000-0000-6101 FULL TIME PERSONNEL	$ -	$ 12,062.96	$ 120,978.32	$ (120,978.32)	0.00%	83.3%
71-505-000-0000-6104 TEMPORARY PERSONNEL	$ -	$ 1,435.00	$ 27,868.35	$ (27,868.35)	0.00%	83.3%
71-505-000-0000-6106 OVERTIME	$ -	$ -	$ 242.74	$ (242.74)	0.00%	83.3%
71-505-000-0000-6121 COMPENSATORY LEAVE	$ -	$ 192.32	$ 913.52	$ (913.52)	0.00%	83.3%
71-505-000-0000-6123 PAID TIME OFF LEAVE	$ -	$ 432.72	$ 9,024.56	$ (9,024.56)	0.00%	83.3%
71-505-000-0000-6153 COUNTY SHARE INSURANCE	$ -	$ 3,197.31	$ 30,924.13	$ (30,924.13)	0.00%	83.3%
71-505-000-0000-6162 MEDICARE	$ -	$ 180.08	$ 2,059.84	$ (2,059.84)	0.00%	83.3%
71-505-000-0000-6163 PERA CONTRIBUTIONS	$ -	$ 1,059.23	$ 11,927.15	$ (11,927.15)	0.00%	83.3%
71-505-000-0000-6175 SOCIAL SECURITY	$ -	$ 770.01	$ 8,807.59	$ (8,807.59)	0.00%	83.3%
71-505-000-0000-6203 TELEPHONE	$ -	$ (0.12)	$ (3.97)	$ 3.97	0.00%	83.3%
71-505-000-0000-6261 PROFESSIONAL SERVICES	$ -	$ 13.50	$ 180.50	$ (180.50)	0.00%	83.3%
Expenditure Total	$ -	$ 19,343.01	$ 212,922.73	$ (212,922.73)	0.00%	83.3%

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505 - HISTORIAN Total	**$ -**	**$ (1,617.09)**	**$ (12,805.41)**	**$ 12,805.41**	**0.00%**	**83.3%**
71 Total	**$ -**	**$ (1,617.09)**	**$ (12,805.41)**	**$ 12,805.41**	**0.00%**	**83.3%**
72						
605 - SOIL & WATER						
Revenue						
72-605-000-0000-5801 REFUNDS AND REIMBURSEMENTS	$ -	$ (67,947.73)	$ (769,499.46)	$ 769,499.46	0.00%	83.3%
Revenue Total	$ -	$ (67,947.73)	$ (769,499.46)	$ 769,499.46	0.00%	83.3%
Expenditure						
72-605-000-0000-6101 FULL TIME PERSONNEL	$ -	$ 39,507.48	$ 451,091.96	$ (451,091.96)	0.00%	83.3%
72-605-000-0000-6104 TEMPORARY PERSONNEL	$ -	$ 1,890.00	$ 27,887.50	$ (27,887.50)	0.00%	83.3%
72-605-000-0000-6106 OVERTIME	$ -	$ -	$ 1,882.48	$ (1,882.48)	0.00%	83.3%
72-605-000-0000-6119 FLOATING HOLIDAY 2	$ -	$ -	$ 1,903.80	$ (1,903.80)	0.00%	83.3%
72-605-000-0000-6121 COMPENSATORY LEAVE	$ -	$ 330.75	$ 8,066.56	$ (8,066.56)	0.00%	83.3%
72-605-000-0000-6123 PAID TIME OFF LEAVE	$ -	$ 5,721.78	$ 40,724.78	$ (40,724.78)	0.00%	83.3%
72-605-000-0000-6153 COUNTY SHARE INSURANCE	$ -	$ 13,000.68	$ 136,066.14	$ (136,066.14)	0.00%	83.3%
72-605-000-0000-6162 MEDICARE	$ -	$ 629.78	$ 7,023.68	$ (7,023.68)	0.00%	83.3%
72-605-000-0000-6163 PERA CONTRIBUTIONS	$ -	$ 3,417.00	$ 37,320.20	$ (37,320.20)	0.00%	83.3%
72-605-000-0000-6175 SOCIAL SECURITY	$ -	$ 2,692.78	$ 30,032.26	$ (30,032.26)	0.00%	83.3%
72-605-000-0000-6261 PROFESSIONAL SERVICES	$ -	$ 248.16	$ 2,531.60	$ (2,531.60)	0.00%	83.3%
Expenditure Total	$ -	$ 67,438.41	$ 744,530.96	$ (744,530.96)	0.00%	83.3%
605 - SOIL & WATER Total	**$ -**	**$ (509.32)**	**$ (24,968.50)**	**$ 24,968.50**	**0.00%**	**83.3%**
72 Total	**$ -**	**$ (509.32)**	**$ (24,968.50)**	**$ 24,968.50**	**0.00%**	**83.3%**
73						
845 - PULASKI LAKE IMPROVEMENT DISTRICT						
Revenue						
73-845-000-0000-5001 PROPERTY TAXES - CURRENT	$ (151,000.00)	$ -	$ (79,167.54)	$ (71,832.46)	47.57%	83.3%
73-845-000-0000-5830 MISCELLANEOUS REVENUE	$ -	$ -	$ (143.00)	$ 143.00	0.00%	83.3%
Revenue Total	$ (151,000.00)	$ -	$ (79,310.54)	$ (71,689.46)	47.48%	83.3%
Expenditure						
73-845-000-0000-6261 PROFESSIONAL SERVICES	$ 151,000.00	$ 100.00	$ 1,000.00	$ 150,000.00	99.34%	83.3%
73-845-000-0000-6411 OPERATING SUPPLIES	$ -	$ 191,005.75	$ 471,301.64	$ (471,301.64)	0.00%	83.3%
Expenditure Total	$ 151,000.00	$ 191,105.75	$ 472,301.64	$ (321,301.64)	-212.78%	83.3%
845 - PULASKI LAKE IMPROVEMENT DISTRICT Total	**$ -**	**$ 191,105.75**	**$ 392,991.10**	**$ (392,991.10)**	**0.00%**	**83.3%**
846 - LAKE CHARLOTTE LID						
Revenue						
73-846-000-0000-5020 SPECIAL ASSESSMENTS	$ -	$ -	$ (22,841.00)	$ 22,841.00	0.00%	83.3%
73-846-000-0000-5830 MISCELLANEOUS REVENUE	$ -	$ (2,250.00)	$ (2,250.00)	$ 2,250.00	0.00%	83.3%
Revenue Total	$ -	$ (2,250.00)	$ (25,091.00)	$ 25,091.00	0.00%	83.3%
Expenditure						
73-846-000-0000-6251 UTILITY SERVICES	$ -	$ 2,276.61	$ 12,112.74	$ (12,112.74)	0.00%	83.3%

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73-846-000-0000-6261 PROFESSIONAL SERVICES	$ -	$ 558.30	$ 3,702.20	$ (3,702.20)	0.00%	83.3%
73-846-000-0000-6353 LIABILITY INSURANCE	$ -	$ -	$ 1,603.00	$ (1,603.00)	0.00%	83.3%
73-846-000-0000-6411 OPERATING SUPPLIES	$ -	$ -	$ 170.73	$ (170.73)	0.00%	83.3%
Expenditure Total	$ -	$ 2,834.91	$ 17,588.67	$ (17,588.67)	0.00%	83.3%
846 - LAKE CHARLOTTE LID Total	**$ -**	**$ 584.91**	**$ (7,502.33)**	**$ 7,502.33**	**0.00%**	**83.3%**
847 - MINK-SOMMERS LID						
Revenue						
73-847-000-0000-5001 PROPERTY TAXES - CURRENT	$ (30,000.00)	$ -	$ (15,729.82)	$ (14,270.18)	47.57%	83.3%
73-847-000-0000-5801 REFUNDS AND REIMBURSEMENTS	$ -	$ -	$ (200.00)	$ 200.00	0.00%	83.3%
Revenue Total	$ (30,000.00)	$ -	$ (15,929.82)	$ (14,070.18)	46.90%	83.3%
Expenditure						
73-847-000-0000-6235 PUBLICATIONS & BROCHURES	$ -	$ 103.60	$ 260.75	$ (260.75)	0.00%	83.3%
73-847-000-0000-6251 UTILITY SERVICES	$ -	$ -	$ 357.00	$ (357.00)	0.00%	83.3%
73-847-000-0000-6261 PROFESSIONAL SERVICES	$ -	$ 100.00	$ 24,409.92	$ (24,409.92)	0.00%	83.3%
73-847-000-0000-6263 RANDOM DRUG TESTING	$ 30,000.00	$ -	$ -	$ 30,000.00	100.00%	83.3%
73-847-000-0000-6342 RENT-COUNTY BUILDINGS	$ -	$ 112.00	$ 1,560.00	$ (1,560.00)	0.00%	83.3%
73-847-000-0000-6353 LIABILITY INSURANCE	$ -	$ 14.00	$ 1,677.00	$ (1,677.00)	0.00%	83.3%
73-847-000-0000-6480 EQUIPMENT LESS THAN $5,000	$ -	$ -	$ 53.67	$ (53.67)	0.00%	83.3%
73-847-000-0000-6801 MISCELLANEOUS EXPENSE	$ -	$ -	$ 100.00	$ (100.00)	0.00%	83.3%
Expenditure Total	$ 30,000.00	$ 329.60	$ 28,418.34	$ 1,581.66	5.27%	83.3%
847 - MINK-SOMMERS LID Total	**$ -**	**$ 329.60**	**$ 12,488.52**	**$ (12,488.52)**	**0.00%**	**83.3%**
73 Total	**$ -**	**$ 192,020.26**	**$ 397,977.29**	**$ (397,977.29)**	**0.00%**	**83.3%**
76						
076 - HWY 55 CORRIDOR						
Revenue						
76-076-000-0000-5751 GIFTS AND CONTRIBUTIONS	$ -	$ -	$ (8,500.00)	$ 8,500.00	0.00%	83.3%
Revenue Total	$ -	$ -	$ (8,500.00)	$ 8,500.00	0.00%	83.3%
Expenditure						
76-076-000-0000-6261 PROFESSIONAL SERVICES	$ -	$ -	$ 26,139.41	$ (26,139.41)	0.00%	83.3%
Expenditure Total	$ -	$ -	$ 26,139.41	$ (26,139.41)	0.00%	83.3%
076 - HWY 55 CORRIDOR Total	**$ -**	**$ -**	**$ 17,639.41**	**$ (17,639.41)**	**0.00%**	**83.3%**
76 Total	**$ -**	**$ -**	**$ 17,639.41**	**$ (17,639.41)**	**0.00%**	**83.3%**
77						
420 - FINANCIAL SERVICE						
Revenue						
77-420-000-0000-5801 REFUNDS AND REIMBURSEMENTS	$ -	$ -	$ (3,922.30)	$ 3,922.30	0.00%	83.3%
77-420-000-0000-5860 RECOVERY - INCOME MAINTENANCE GRANTS	$ -	$ (147,518.19)	$ (919,411.63)	$ 919,411.63	0.00%	83.3%
Revenue Total	$ -	$ (147,518.19)	$ (923,333.93)	$ 923,333.93	0.00%	83.3%
Expenditure						
77-420-000-0000-6801 MISCELLANEOUS EXPENSE	$ -	$ -	$ 1,292,897.28	$ (1,292,897.28)	0.00%	83.3%

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77-420-000-0000-6887 BAD DEBT EXPENSE	$ -	$ -	$ 129,041.83	$ (129,041.83)	0.00%	83.3%
Expenditure Total	$ -	$ -	$ 1,421,939.11	$ (1,421,939.11)	0.00%	83.3%
420 - FINANCIAL SERVICE Total	**$ -**	**$ (147,518.19)**	**$ 498,605.18**	**$ (498,605.18)**	**0.00%**	**83.3%**
77 Total	**$ -**	**$ (147,518.19)**	**$ 498,605.18**	**$ (498,605.18)**	**0.00%**	**83.3%**
78						
411 - WCFSC - LCTS 10% ADMIN ALLOCATION						
Revenue						
78-411-000-0000-5480 FED GRANTS - WCFSC LCTS MA ADM	$ -	$ -	$ (23,829.28)	$ 23,829.28	0.00%	83.3%
78-411-000-0000-5481 FED GRANTS - WCFSC LCTS IV-E ADM	$ -	$ -	$ (7,506.42)	$ 7,506.42	0.00%	83.3%
78-411-000-0000-5866 INTEREST	$ -	$ -	$ 8,885.69	$ (8,885.69)	0.00%	83.3%
Revenue Total	$ -	$ -	$ (22,450.01)	$ 22,450.01	0.00%	83.3%
Expenditure						
78-411-000-0000-6261 PROFESSIONAL SERVICES	$ -	$ -	$ 6,851.25	$ (6,851.25)	0.00%	83.3%
Expenditure Total	$ -	$ -	$ 6,851.25	$ (6,851.25)	0.00%	83.3%
411 - WCFSC - LCTS 10% ADMIN ALLOCATION Total	**$ -**	**$ -**	**$ (15,598.76)**	**$ 15,598.76**	**0.00%**	**83.3%**
413 - WCFSC - LCTS 88% ALLOCATION						
Revenue						
78-413-000-0000-5480 FED GRANTS - WCFSC LCTS MA ADM	$ -	$ -	$ (209,697.67)	$ 209,697.67	0.00%	83.3%
78-413-000-0000-5481 FED GRANTS - WCFSC LCTS IV-E ADM	$ -	$ -	$ (66,056.49)	$ 66,056.49	0.00%	83.3%
78-413-000-0000-5866 INTEREST	$ -	$ -	$ 125,504.87	$ (125,504.87)	0.00%	83.3%
Revenue Total	$ -	$ -	$ (150,249.29)	$ 150,249.29	0.00%	83.3%
Expenditure						
78-413-000-0000-6005 WCFSC-FAMILY FUNCTIONING	$ -	$ 8,298.44	$ 29,090.96	$ (29,090.96)	0.00%	83.3%
78-413-000-0000-6007 WCFSC-ORGAN.,COMMUNITY,SYSTEMIC CHANGE	$ -	$ 49,709.16	$ 296,119.58	$ (296,119.58)	0.00%	83.3%
Expenditure Total	$ -	$ 58,007.60	$ 325,210.54	$ (325,210.54)	0.00%	83.3%
413 - WCFSC - LCTS 88% ALLOCATION Total	**$ -**	**$ 58,007.60**	**$ 174,961.25**	**$ (174,961.25)**	**0.00%**	**83.3%**
416 - WCFSC - LCTS 10% SPECIAL PROJECT						
Revenue						
78-416-000-0000-5480 FED GRANTS - WCFSC LCTS MA ADM	$ -	$ -	$ (4,765.86)	$ 4,765.86	0.00%	83.3%
78-416-000-0000-5481 FED GRANTS - WCFSC LCTS IV-E ADM	$ -	$ -	$ (1,501.28)	$ 1,501.28	0.00%	83.3%
78-416-000-0000-5866 INTEREST	$ -	$ -	$ 12,154.97	$ (12,154.97)	0.00%	83.3%
Revenue Total	$ -	$ -	$ 5,887.83	$ (5,887.83)	0.00%	83.3%
416 - WCFSC - LCTS 10% SPECIAL PROJECT Total	**$ -**	**$ -**	**$ 5,887.83**	**$ (5,887.83)**	**0.00%**	**83.3%**
417 - WCFSC - MENTAL HEALTH GRANT						
Revenue						
78-417-000-0000-5866 INTEREST	$ -	$ -	$ 4,961.66	$ (4,961.66)	0.00%	83.3%
Revenue Total	$ -	$ -	$ 4,961.66	$ (4,961.66)	0.00%	83.3%
417 - WCFSC - MENTAL HEALTH GRANT Total	**$ -**	**$ -**	**$ 4,961.66**	**$ (4,961.66)**	**0.00%**	**83.3%**
78 Total	**$ -**	**$ 58,007.60**	**$ 170,211.98**	**$ (170,211.98)**	**0.00%**	**83.3%**
81						

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830 - TAXES & PENALTIES								
Revenue								
81-830-000-0000-5001	PROPERTY TAXES - CURRENT	$ -	$ (121,113,669.21)	$ (293,598,966.97)	$ 293,598,966.97	0.00%	83.3%	
81-830-000-0000-5271	STATE PAYMENTS IN LIEU-NATURAL RESOURCES	$ -	$ -	$ (343,530.90)	$ 343,530.90	0.00%	83.3%	
81-830-000-0000-5501	FEES AND SERVICE CHARGES	$ -	$ -	$ (190.70)	$ 190.70	0.00%	83.3%	
81-830-000-0000-5837	FREIGHT CHARGE	$ -	$ -	$ (1,584,829.04)	$ 1,584,829.04	0.00%	83.3%	
Revenue Total		$ -	$ (121,113,669.21)	$ (295,527,517.61)	$ 295,527,517.61	0.00%	83.3%	
Expenditure								
81-830-000-0000-6902	PROPERTY TAX PAYMENTS/ABATEMENTS	$ -	$ 48,368,360.47	$ 211,974,613.76	$ (211,974,613.76)	0.00%	83.3%	
Expenditure Total		$ -	$ 48,368,360.47	$ 211,974,613.76	$ (211,974,613.76)	0.00%	83.3%	
830 - TAXES & PENALTIES Total		**$ -**	**$ (72,745,308.74)**	**$ (83,552,903.85)**	**$ 83,552,903.85**	**0.00%**	**83.3%**	
81 Total		**$ -**	**$ (72,745,308.74)**	**$ (83,552,903.85)**	**$ 83,552,903.85**	**0.00%**	**83.3%**	
84								
000 - NONE								
Revenue								
84-000-000-0000-5013	MORTGAGE REGISTRY TAX	$ -	$ (272,858.30)	$ (2,808,342.64)	$ 2,808,342.64	0.00%	83.3%	
84-000-000-0000-5014	COUNTY DEED TAX	$ -	$ (463,865.79)	$ (3,919,814.29)	$ 3,919,814.29	0.00%	83.3%	
84-000-000-0000-5015	SALES TAX	$ -	$ (1,472.00)	$ (41,123.98)	$ 41,123.98	0.00%	83.3%	
84-000-000-0000-5101	GAME & FISH COMMISSIONS & FEES	$ -	$ (808.50)	$ (8,296.50)	$ 8,296.50	0.00%	83.3%	
84-000-000-0000-5521	STATE GEN SURCHARGE	$ -	$ (22,081.50)	$ (184,956.08)	$ 184,956.08	0.00%	83.3%	
84-000-000-0000-5540	ST ASSURANCE FUND RECORDER	$ -	$ (106.50)	$ (756.00)	$ 756.00	0.00%	83.3%	
84-000-000-0000-5543	ST MARRIAGE LIC	$ -	$ (4,230.00)	$ (48,600.00)	$ 48,600.00	0.00%	83.3%	
84-000-000-0000-5544	ST BIRTH/DEATH ADD'L	$ -	$ (3,440.00)	$ (34,370.00)	$ 34,370.00	0.00%	83.3%	
84-000-000-0000-5545	ST WELL FUND	$ -	$ (977.50)	$ (8,700.00)	$ 8,700.00	0.00%	83.3%	
84-000-000-0000-5546	DNR	$ -	$ (11,751.80)	$ (210,035.64)	$ 210,035.64	0.00%	83.3%	
84-000-000-0000-5547	ST MARRIAGE LIC REDUCED	$ -	$ (105.00)	$ (2,115.00)	$ 2,115.00	0.00%	83.3%	
84-000-000-0000-5548	ST BIRTH/DEATH CS	$ -	$ (2,888.00)	$ (36,592.00)	$ 36,592.00	0.00%	83.3%	
84-000-000-0000-5549	ST BIRTH/DEATH CT	$ -	$ (1,032.00)	$ (10,311.00)	$ 10,311.00	0.00%	83.3%	
84-000-000-0000-5558	AG PRESERVATION FEE-CO SHARE	$ -	$ (2,350.00)	$ (19,826.50)	$ 19,826.50	0.00%	83.3%	
84-000-000-0000-5577	MOTOR VEHICLE	$ -	$ (561,448.34)	$ (6,208,563.30)	$ 6,208,563.30	0.00%	83.3%	
84-000-000-0000-5843	DTF $ GOES TO THE STATE	$ -	$ (1,842.89)	$ (7,546.19)	$ 7,546.19	0.00%	83.3%	
Revenue Total		$ -	$ (1,351,258.12)	$ (13,549,949.12)	$ 13,549,949.12	0.00%	83.3%	
000 - NONE Total		**$ -**	**$ (1,351,258.12)**	**$ (13,549,949.12)**	**$ 13,549,949.12**	**0.00%**	**83.3%**	
041 - FINANCE AND TAXPAYER SERVICES								
Revenue								
84-041-000-0000-5830	MISCELLANEOUS REVENUE	$ -	$ -	$ (1,203,204.68)	$ 1,203,204.68	0.00%	83.3%	
Revenue Total		$ -	$ -	$ (1,203,204.68)	$ 1,203,204.68	0.00%	83.3%	
Expenditure								
84-041-000-0000-6335	COUNTY-WIDE TRAINING	$ -	$ -	$ 3,776.00	$ (3,776.00)	0.00%	83.3%	
84-041-000-0000-6355	SALES TAX - R & B	$ -	$ 2,916.00	$ 36,455.00	$ (36,455.00)	0.00%	83.3%	

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84-041-000-0000-6820 MOTOR VEHICLE	$ -	$ 561,448.34	$ 6,203,749.85	$ (6,203,749.85)	0.00%	83.3%
84-041-000-0000-6821 DNR	$ -	$ 18,231.05	$ 225,251.34	$ (225,251.34)	0.00%	83.3%
84-041-000-0000-6902 PROPERTY TAX PAYMENTS/ABATEMENTS	$ -	$ 841,043.50	$ 6,925,538.65	$ (6,925,538.65)	0.00%	83.3%
Expenditure Total	$ -	$ 1,423,638.89	$ 13,394,770.84	$ (13,394,770.84)	0.00%	83.3%
041 - FINANCE AND TAXPAYER SERVICES Total	**$ -**	**$ 1,423,638.89**	**$ 12,191,566.16**	**$ (12,191,566.16)**	**0.00%**	**83.3%**
420 - FINANCIAL SERVICE						
Revenue						
84-420-000-0000-5830 MISCELLANEOUS REVENUE	$ -	$ (1,360.00)	$ (21,754.35)	$ 21,754.35	0.00%	83.3%
84-420-000-0000-5864 RECOVERY - MAXIS	$ -	$ (3,507.94)	$ (59,521.24)	$ 59,521.24	0.00%	83.3%
Revenue Total	$ -	$ (4,867.94)	$ (81,275.59)	$ 81,275.59	0.00%	83.3%
Expenditure						
84-420-000-0000-6801 MISCELLANEOUS EXPENSE	$ -	$ 7,477.25	$ 59,781.19	$ (59,781.19)	0.00%	83.3%
84-420-000-0000-6887 BAD DEBT EXPENSE	$ -	$ 950.21	$ 1,821.31	$ (1,821.31)	0.00%	83.3%
Expenditure Total	$ -	$ 8,427.46	$ 61,602.50	$ (61,602.50)	0.00%	83.3%
420 - FINANCIAL SERVICE Total	**$ -**	**$ 3,559.52**	**$ (19,673.09)**	**$ 19,673.09**	**0.00%**	**83.3%**
430 - HHS SOCIAL SERVICES						
Revenue						
84-430-000-0000-5862 RECOVERY - COMMUNITY GRANT	$ -	$ -	$ (2,588.82)	$ 2,588.82	0.00%	83.3%
Revenue Total	$ -	$ -	$ (2,588.82)	$ 2,588.82	0.00%	83.3%
Expenditure						
84-430-000-0000-6030 PAYMENTS FOR RECIPIENTS-SS	$ -	$ -	$ 1,014.20	$ (1,014.20)	0.00%	83.3%
Expenditure Total	$ -	$ -	$ 1,014.20	$ (1,014.20)	0.00%	83.3%
430 - HHS SOCIAL SERVICES Total	**$ -**	**$ -**	**$ (1,574.62)**	**$ 1,574.62**	**0.00%**	**83.3%**
84 Total	**$ -**	**$ 75,940.29**	**$ (1,379,630.67)**	**$ 1,379,630.67**	**0.00%**	**83.3%**
85						
830 - TAXES & PENALTIES						
Revenue						
85-830-000-0000-5001 PROPERTY TAXES - CURRENT	$ -	$ (154,793.19)	$ (363,064.74)	$ 363,064.74	0.00%	83.3%
85-830-000-0000-5002 ONLINE REFUNDS	$ -	$ (108,994.38)	$ (106,373.41)	$ 106,373.41	0.00%	83.3%
Revenue Total	$ -	$ (263,787.57)	$ (469,438.15)	$ 469,438.15	0.00%	83.3%
Expenditure						
85-830-000-0000-6882 TAX REFUNDS	$ -	$ 12,804.59	$ 185,411.31	$ (185,411.31)	0.00%	83.3%
Expenditure Total	$ -	$ 12,804.59	$ 185,411.31	$ (185,411.31)	0.00%	83.3%
830 - TAXES & PENALTIES Total	**$ -**	**$ (250,982.98)**	**$ (284,026.84)**	**$ 284,026.84**	**0.00%**	**83.3%**
85 Total	**$ -**	**$ (250,982.98)**	**$ (284,026.84)**	**$ 284,026.84**	**0.00%**	**83.3%**
86						
830 - TAXES & PENALTIES						
Revenue						
86-830-000-0000-5001 PROPERTY TAXES - CURRENT	$ -	$ (14,005.53)	$ 694,269.66	$ (694,269.66)	0.00%	83.3%
Revenue Total	$ -	$ (14,005.53)	$ 694,269.66	$ (694,269.66)	0.00%	83.3%

WRIGHT COUNTY
MINNESOTA

830 - TAXES & PENALTIES Total	$ -	$ (14,005.53)	$ 694,269.66	$ (694,269.66)	0.00%	83.3%
86 Total	$ -	$ (14,005.53)	$ 694,269.66	$ (694,269.66)	0.00%	83.3%
Grand Total	$ (0.00)	$ (57,428,203.51)	$ (57,364,263.04)	$ 57,364,263.04	0.00%	83.3%

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Heather Lemieux

Requestor Title
Assistant Finance Director

Department (please use dropdown to select department) *
FINANCE & TAXPAYER SERVICES

Target Meeting Date *
11/19/2024 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
(•) Consent Agenda ( ) Timed Agenda
( ) Item for Consideration

Originator
HML7582

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Acknowledge Warrants Issued Between October 29 thru November 11, 2024.

Short Title (what will appear on Agenda outline - 250 character max.) *
Acknowledge Warrants Issued Between October 29 thru November 11, 2024.

Value Stream the request primarily aligns with:
Optimize Civic Engagement

Briefly describe how the request aligns with the selected value stream.
NA

Describe the impact on staffing resources.
NA

Fiscal Impact:
Acknowledgement of Wright County's Invoices/Bills for payment. The expenses are approved in the 2024 Budget.

Background/Justification:

Route for Review and Approval

- [ ] County Administrator
- [x] Assistant County Administrator
- [ ] Finance Review
- [ ] Legal Review
- [ ] Risk Mgmt Review
- [ ] Skip Workflow

Agenda Item Attachments (0)

Document Name	Attachment Type

☐ Hide RFBA Review

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision
Approved

Notes

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Jami Goodrum

Requestor Title
Department Head

Department (please use dropdown to select department) *
HEALTH & HUMAN SERVICES

Target Meeting Date *
11/19/2024 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(●) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
(●) Consent Agenda ( ) Timed Agenda
( ) Item for Consideration

Originator
NMB7429

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Approve Request to Rehire One Full Time Social Worker I Position.

Short Title (what will appear on Agenda outline - 250 character max.) *
Approve Request to Re-Hire One FT Social Worker I Position.

Value Stream the request primarily aligns with:
Promote Safe and Healthy Communities

Briefly describe how the request aligns with the selected value stream.
Social Workers provide support and resources to individuals and families through a variety of programs. Social Workers performs screenings and investigations, provide protective services to families, children and adults who may experiencing maltreatment; offers case management and supports for individuals with developmental disabilities and mental health needs, funding assessments for persons needing chemical dependency treatment or counseling, case management for aged individuals needing support in and out of their homes, licensing foster care and childcare homes, MnCHOICES assessments for new clients and those needing annual reassessments. Social Workers perform supervised visits, case management, as well as co-location in schools and the community. Social Workers also provide parenting skills, therapy and a host of other services to help families keep their children in their home or reunite with their children residing in foster care. Social Workers actively collaborates with law enforcement or emergency services as necessary.

Describe the impact on staffing resources.
Social Services employs 100 Social Worker I staff in the areas of Intake, Outreach, Coordinated Access, Educational Neglect, Child & Family Services Generalist, Parent Support Outreach, Minor Parent, Family Group Decision Making, Rapid Response, Child Protection Assessment, Child Protection Sexually Exploited Youth, Child Protection Ongoing, Child Protection Permanency, Children's Permanency, Children's Kinship, Adoption, Children's Mental Health, Adult Foster Care Licensing, Child Foster Care Licensing, Child Care Licensing, Family-Based Skills, Family-Based Therapy, Social Services Training & Professional Development, Adult Protection, MNCHOICES Assessment, MNCHOICES Reassessment, Adult Mental Health, Adult Outreach, Co-Responder, Revenue & Debt Collector, Adult Services Waiver, Developmental Disabilities Waiver, and Rule 185 Case Manager. The number of FTEs are based upon statutory requirements or guidelines, fiscal responsibility, and providing quality services. A vacancy in social services limits our ability to meet program requirements; the extra weight and stress placed on the remaining staff to not only do additional work, which exceeds statutory requirements and results to unsatisfactory client outcomes, but it also places additional stress on staff once a new person is hired, to train and orient them to their new role. This all leads to burnout, turnover, and reduced staff retention.

Fiscal Impact:
Social Worker I positions are funded by multiple revenue sources, including levy, state and federal funding (grants and allocations), as well as external grants.

Background/Justification:
This request is to re-hire an adult mental health social worker. This position supports Wright County residents to be successful in our communities while managing significant mental health needs. This role also works with individuals who are under court ordered civil commitment due to safety concerns posing potential danger to themselves or others. Staff in this position assist with connection to on-going support services and building healthy mental health management strategies to achieve and maintain stability.

Route for Review and Approval

☐ County Administrator	☑ Assistant County Administrator	☐ Finance Review	☐ Legal Review	☐ Risk Mgmt Review	☐ Skip Workflow

Agenda Item Attachments (3)

Document Name	Attachment Type
Re-Hire Request - Social Worker.pdf	Attachment
SS ADS Org Chart.pdf	Attachment
Social Worker.pdf	Attachment

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision

Approved

Notes

WRIGHT COUNTY
ADMINISTRATION

Position Backfill Request

Name of Department:	Health and Human Services
Department Head/Supervisor:	Jami Goodrum/Diane Erkens/Jill Pooler
Position Title:	Social Worker 1
Date of Resignation:	November 6, 2024

1. Will this position directly contribute to a county's strategic objective?
   a. Make Disciplined Investments for a Stable Future
   b. Continue Transparency and Empower Community Engagement
   c. Improve Operational Excellence

2. How many FTE's does your department currently have budgeted for this position?

   FTEs: 100

3. Is there a direct impact on Wright County's citizens?
   a. Yes☒ or No☐, and please explain.

   This request is to re-hire an adult mental health social worker. This position supports Wright County residents to be successful in our communities while managing significant mental health needs. This role also works with individuals who are under court ordered civil commitment due to safety concerns posing potential danger to themselves or others. Staff in this position assist with connection to on-going support services and building healthy mental health management strategies to achieve and maintain stability.

4. Direct risk or cost for not backfilling this position?
   a. Yes☒ or No☐, and please explain.

   Position helps reduce risk for individual clients as well as our community.

   In order to provide effective services, a reasonable staff to client ratio must be maintained.

5. Are there external funding sources tied to this position used?
   a. If yes ☒ – explain.

   When able our social workers bill for targeted case management (TCM) time. We receive reimbursement for these services from the state.

6. Key activity or performance indicators that show the need for this position?
    a. Timely completion of civil commitment assessments and court-related documentation and appearances.
    b. Thorough completion of case plans, documentation, and on-going support services to clients.

7. Attach the Department organization chart highlighting the position along with the position description.

Recommendation for Board Approval: Yes ☒ No ☐

Date of Recommendation: November 19, 2024

Social Services

Aging & Disability Services Manager (1)
Total Staff - 68FT

Total Employees – 137
133(Full Time); 4(Part Time)

SS Breakdown

Aging & Disability Services
SW – 51FT
SWII – 3
Rev. & Debt Coord. - 1
Case Aide – 6
OT II – 1
Supervisor – 5
Manager – 1

Child & Family Services
SW - 45(FT) (4PT)
SWII – 2
SWIII - 3
Case Aide – 6
OTII – 2
Supervisor – 5
Manager -1

SW – 96 (Full Time); 4 (Part Time)
SWII -5
SWIII/MHP – 3
Revenue & Debt Coordinator - 1
Case Aide – 13
Office Tech II – 3
Supervisors – 10
Manager - 2

Waiver & Community Supports 1 Supervisor *Total Staff – 14*	Waiver & Community Supports 2 Supervisor *Total Staff – 11*	*Reassessment & Supports Supervisor* *Total Staff – 14*	*Assessment Services Supervisor* *Total Staff - 17*	Mental & Chemical Health Supervisor *Total Staff - 11*
Adult Services Waiver (SW) 8	Adult Services Waiver (SW) 5	MnCHOICES Reassessment (SW) 11	MnCHOICES Assessment (SW) 10	AMH (SW) 6
Developmental Disabilities Waiver (SW) 5	Developmental Disabilities Waiver (SW) 2	Prof Dev (SWII) 1	Vulnerable Adult (SW) 3	Adult Outreach (SWII) 1
	Rule 185 (SW) 1	Case Aide 1	Case Aide 3	Co-Responder (SWII) 1
	Case Aide 1			Revenue & Debt Coordinator 1
	Office Technician II 1			Case Aide 1

REVISED
3/5/24 (nmb7429)

SS

Social Worker

Department/Division: Health & Human Services/Social Services

FLSA Status: *Non-Exempt*

Union/Non-Union: Union

General Definition of Work

Performs difficult advanced human support work assessing, planning, providing, and coordinating social services programs through the provision of professional social work and case management services. Work is performed under the limited supervision of the Social Services Supervisor.

This position may be assigned to specialized functions within the Health and Human Services Department.

Qualification Requirements

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable an individual with disabilities to perform the essential functions.

Essential Functions

Performs intake, outreach and assessment with communities, systems, families and individuals and provides social service interventions utilizing evidence-based practices and standards.

Meets with clients to identify needs and services; obtains and reviews diagnostic evaluations for program and service eligibility.

Develops case plans, provides services and performs case management activities; conducts investigations; performs assessments and screenings for health and safety and ongoing services; develops written support and service plans; reviews, monitors and adjusts as necessary; addresses crisis situations, advocates for client services and provides services or refers clients for services and placements with community providers; contacts law enforcement or emergency services as necessary; delegates to support staff as necessary.

Consults with Supervisor and may consult with County Attorney's office regarding legislation, data practices, and ethical dilemmas; provides training to and serves as a resource to others in Department, community, schools or other County Departments regarding program rules and requirements and County practices; updates and maintains program resources;

Oversees, mentors, and participates in orientation activities and training of newly hired social work staff, students and interns;
Reports incidences of maltreatment, death and serious injuries of adults and children; testifies and provides documentation in appeals and legal proceedings.

Maintains knowledge of programs, laws and procedures by attending meetings, training and conferences, and reviewing technical literature.

Performs other duties and activities as assigned.

Knowledge, Skills, and Abilities

Knowledge of social work theory and practice fundamentals; knowledge of human behavior principles and theory; knowledge of, and ability to interpret and apply, laws and regulations related to mental health, chemical dependency, adult and child protection, licensing, child welfare, adoption, and physical and developmental disability programs; knowledge of local, State, and Federal laws, rules, regulations and policies pertaining to assigned area including knowledge of court procedures and practices; knowledge of court procedures and practices; knowledge of computer systems and programs used to administer Human Service programs; knowledge of County government work flows and processes; skill in the use of standard office equipment, including computers and software programs; verbal and written communication skills sufficient to effectively present information and respond to questions from a wide variety of audiences; reading comprehension skills sufficient to read and understand medical reports and

Social Worker

technical and legal documents; interpersonal skills sufficient to exchange and or convey information, receive work direction, and maintain effective working relationships; ability to perform data entry into various databases; ability to deal effectively with demanding/challenging individuals and individuals in crisis; ability to pay attention to detail and effectively organize time and anticipate, plan and successfully respond to changing circumstances; ability to perform all job duties in compliance with safety guidelines and with an ongoing awareness of safety practices; ability to communicate courteously and professionally while maintaining positive working relationships with others when carrying out all job functions.

Education and Experience

Bachelor's degree in social work; or bachelor's degree in a related field and one year of related experience in social work/health and human services.

Physical Requirements

This work requires the occasional exertion of up to 25 pounds of force; work regularly requires sitting, speaking or hearing, using hands to finger, handle or feel and tasting or smelling, frequently requires repetitive motions and occasionally requires standing, walking, stooping, kneeling, crouching or crawling, reaching with hands and arms, pushing or pulling and lifting; work has standard vision requirements; vocal communication is required for expressing or exchanging ideas by means of the spoken word and conveying detailed or important instructions to others accurately, loudly or quickly; hearing is required to perceive information at normal spoken word levels and to receive detailed information through oral communications and/or to make fine distinctions in sound; work requires preparing and analyzing written or computer data, operating machines, operating motor vehicles or equipment and observing general surroundings and activities; work occasionally requires exposure to fumes or airborne particles, exposure to toxic or caustic chemicals, exposure to outdoor weather conditions, exposure to the risk of electrical shock and exposure to bloodborne pathogens and may be required to wear specialized personal protective equipment; work is generally in a moderately noisy location (e.g. business office, light traffic).

Special Requirements

Two years of related work experience in Health and Human Services is preferred.
QDDP Status upon hire may be required.
MnCHOICES Assessor Certification may be required within six months of employment.
A valid driver's license or evidence of equivalent mobility is also required upon hire.

Last Revised: 3/18/2024

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Jami Goodrum

Requestor Title
Department Head

Department (please use dropdown to select department) *
HEALTH & HUMAN SERVICES

Target Meeting Date *
11/19/2024 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(●) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
(●) Consent Agenda ( ) Timed Agenda
( ) Item for Consideration

Originator
NMB7429

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Approve Request to Rehire One Full Time Child Support Officer in Child Support.

Short Title (what will appear on Agenda outline - 250 character max.) *
Approve Request to Re-Hire One FT Child Support Officer in Child Support.

Value Stream the request primarily aligns with:
Promote Safe and Healthy Communities

Briefly describe how the request aligns with the selected value stream.
The CSO position provides essential services to the community regarding Child Support matters, including modifying court orders for child support, medical support, child care support, the enforcement of these orders and providing oversight in identifying and prevention of fraud. The CSO prepares paperwork and legal documentation and assists in legal action to establish or modify enforcement orders; enforces medical provisions for health and dental insurance, investigates leads to locate parents, income and assets, ensuring health care provision and economic stability for children and families.

Describe the impact on staffing resources.
Financial Services employs nine (9) Child Support Officers. This position is essential to maintain service levels to our community along with meeting or exceeding the required performance measures set by the Child Support division at the state. Re-hiring this position alleviates team coverage for multiple vacancies, avoiding greater direct negative impact for our community as well as the potential to not meet the state performance measures and result in our county being on a performance improvement plan.

Fiscal Impact:
This position is previously approved for 2024 budget. The position is funded by 66% reimbursement through Federal IV-D programming, state of MN reimbursement and county levy.

Background/Justification:
The Child Support officer position manages a caseload of approximately 300 cases. The position works to enforce and modify court orders for child support, medical support, and child care support for the financial benefit of children. They prepare and file legal paperwork for court action, assist in the location of employers and income, and verify medical provisions. They enforce provisions of existing court orders and assess the need to change orders when applicable. They negotiate with individuals to avoid enforcement remedies and assist clients with a multitude of questions regarding the program and the process.

A vacancy in the Child Support Officer position will materially affect our ability complete the actions and meet the timelines set forth by the state of MN Child support division. It will create delays and a decline in services to the members of the community.

Route for Review and Approval

☐ County Administrator	☑ Assistant County Administrator	☐ Finance Review	☐ Legal Review	☐ Risk Mgmt Review	☐ Skip Workflow

Agenda Item Attachments (3)

Document Name	Attachment Type
Re-Hire Request - CSO.pdf	Attachment
FS Org Chart.pdf	Attachment
Child Support Officer.pdf	Attachment

☐ Hide RFBA Review

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision
Approved

Notes

WRIGHT COUNTY
ADMINISTRATION

Position Backfill Request

Name of Department:	Health and Human Services
Department Head/Supervisor:	Jami Goodrum/Karen Popken/Kim Johnson
Position Title:	Child Support Officer
Date of Resignation:	10/30/2024

1. Will this position directly contribute to a county's strategic objective?
   a. Make Disciplined Investments for a Stable Future
   b. Continue Transparency and Empower Community Engagement
   c. Improve Operational Excellence

   Refilling this position has an impact on all of the above items. Our CSOs connect enforce and modify child support orders allowing for greater family economic stability. They spend a great deal of time discussing the Child Support program with clients and other community members to build a better relationship and promote positive experiences with our office and the county.

   Our office has provided exceptional customer service and has routinely exceeded the state performance measures. Without filling this position existing staff will become spread even more thin and will not be able to provide service at the previous levels.

2. How many FTE's does your department currently have budgeted for this position?

   FTEs: 9

3. Is there a direct impact on Wright County's citizens?
   a. Yes☒ or No☐, and please explain.
   The CSO position provides essential services to the community regarding Child support matters to ensure health care provisions and economic stability for children and families. They provide case management activities including enforcing and modifying court orders for child support, medical support, and childcare support. They enforce medical provisions, investigate leads to locate parents, income, and assets.

4. Direct risk or cost for not backfilling this position?
   a. Yes☒ or No☐, and please explain.
   The position is essential to maintain service levels to our community along with meeting or exceeding the required performance measures set by the Child Support division at the state. Not filling the position will result in a decline in service levels as well as state performance measures.

5. Are there external funding sources tied to this position used?
    a. If yes ☒ – explain.
    This position is funded at 66% reimbursement rate through Federal IV-D programming.

6. Key activity or performance indicators that show the need for this position?
    a. Our state performance levels are as follows with a caseload of over 300 case each:
        i. Establish Paternity on 99.32% of our cases.
        ii. Establish an order on 92.87% of our cases.
        iii. Collect current child support at a rate of 78.57%.
        iv. Our cost effective ratio is $6.45.

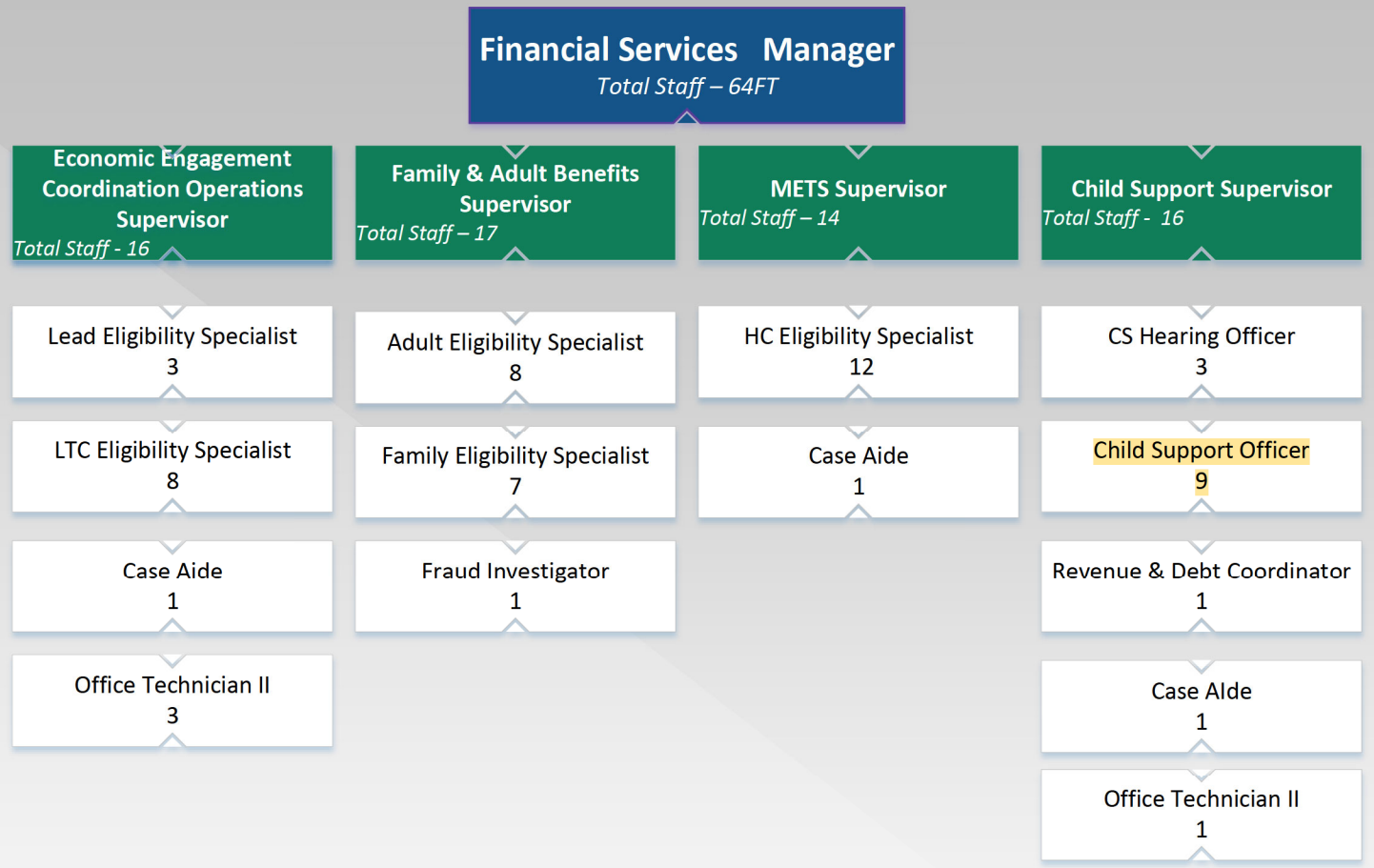
7. Attach the Department organization chart highlighting the position along with the position description.

Recommendation for Board Approval: Yes ☒ No ☐

Date of Recommendation: November 19, 2024

Financial Services

Total Employees – 64(Full Time)



Lead Eligibility Specialist- 3
Eligibility Specialist – 35
Child Support Officer – 9
Child Support Hearing Officer – 3
Revenue & Debt Coordinator -1
Fraud Investigator - 1
Case aide – 3
Office Tech II – 4
Supervisor – 4
Manager - 1

REVISED
6/11/24 (nmb7429)

Child Support Officer

Department/Division: Health & Human Services/Financial Services/Child Support

FLSA Status: *Non-Exempt*

Union/Non-Union: Union

General Definition of Work

Performs intermediate skilled administrative support work explaining rights and obligations under child support orders; assisting in the location of parent's employer, income, and assets; preparing and filing legal paperwork for default court action; and negotiating settlements. Work is performed under the limited supervision of the Child Support Supervisor.

Qualification Requirements

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable an individual with disabilities to perform the essential functions.

Essential Functions

Manages caseloads to enforce court orders for, child support, medical support and child care.

Initiates interactions with clients with cases that require enforcement activities.

Keeps clients apprised of progress; responds to client inquiries via telephone, written correspondence and in person to explain program rules and regulations, enforcement procedures, anticipated timeframes and anticipated results, including enforcement outcomes of contempt.

Negotiates with individuals to obtain payment agreements to avoid suspension of drivers, occupational, and recreational licenses.

Investigates leads to locate parents, income and assets.

Enforces medical provisions for health and dental insurance; assesses need to change current order if provisions are not enforceable.

Calculates child support and other payments; attaches wages by notifying payer of funds to implement income withholding.

Prepares required paperwork and monitors interstate actions with other jurisdictions to establish cooperation in securing support payments and enforcing orders in their jurisdictions.

Researches and assembles information needed to initiate legal actions to modify or enforce an order through the legal system and prepares necessary paperwork and legal documentation and assists in legal action to modify or enforce orders.

Develops and maintains expertise and knowledge of child support program serves as a resource and provides training.

Performs other duties and activities as assigned.

Knowledge, Skills, and Abilities

Knowledge of the expedited legal process and the judicial process in Family Court; knowledge of statutes pertaining to parentage, establishment of support, modification of support and contempt of court; skill in the use of standard office equipment, including computer and software programs; verbal and written communication skills sufficient to effectively present information and respond to questions from a wide variety of audiences; reading comprehension skills sufficient to read and interpret court orders, legal documents and technical documents; interpersonal skills sufficient to exchange and/or convey information, receive work direction, and maintain effective working relationships; ability to explain complex program rules, court rules, and protocol and provide statutory references; ability to learn and operate computer systems and programs used to administer Human Service programs; ability to learn County government work flows and processes; ability to perform data entry into various databases; ability to

Child Support Officer

calculate child support obligations based on child support guidelines, and prorate support between parents based on statute; ability to facilitate discussions and negotiate with parents on sensitive matters concerning income, custody and parenting time; ability to learn, interpret and apply laws and regulations related to child support programs; ability to create and format legal documents; ability to effectively organize time and anticipate, plan and successfully respond to changing circumstances; work with parents who are in the legal system; ability to perform all job duties in compliance with safety guidelines and with an ongoing awareness of safety practices; ability to communicate courteously and professionally while maintaining positive working relationships with others when carrying out all job functions.

Education and Experience

High school diploma or GED, and three years of experience in human services, collections, legal, financial or related field. or equivalent combination of education and experience. Associates /Technical degree is preferred.

Physical Requirements

This work requires the occasional exertion of up to 25 pounds of force; work regularly requires sitting, speaking or hearing and using hands to finger, handle or feel, frequently requires repetitive motions and occasionally requires standing, walking, reaching with hands and arms and lifting; work has standard vision requirements; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels and to receive detailed information through oral communications and/or to make fine distinctions in sound; work requires preparing and analyzing written or computer data, operating machines, operating motor vehicles or equipment and observing general surroundings and activities; work has no exposure to environmental conditions; work is generally in a moderately noisy location (e.g. business office, light traffic).

Special Requirements

A valid driver's license or evidence of equivalent mobility is required upon hire.

Last Revised: 12/4/2018

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Jami Goodrum

Requestor Title
Department Head

Department (please use dropdown to select department) *
HEALTH & HUMAN SERVICES

Target Meeting Date *
11/19/2024 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(●) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
(●) Consent Agenda ( ) Timed Agenda
( ) Item for Consideration

Originator
NMB7429

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Approve Request to Rehire One Full Time Office Technician II Position.

Short Title (what will appear on Agenda outline - 250 character max.) *
Approve Request to Re-Hire One FT Office Technician II Position.

Value Stream the request primarily aligns with:
Promote Safe and Healthy Communities

Briefly describe how the request aligns with the selected value stream.
Office Technician IIs provide direct support to HHS management and to staff providing services to residents through administrative functions: Interact with the public, vendors, team members and inter-department staff related to HHS programs and activities; receive and respond to complaints of both a routine and confidential nature requiring knowledge of policies, procedures, activities, and rules regarding data privacy; assist with record maintenance and meeting minutes, perform typing and computer entry of data, correspondence and other statistics; complete and respond to record requests, process incoming and outgoing correspondence.

Describe the impact on staffing resources.
HHS employs 11 Office Technician IIs across teams. Staffing this position is essential for the community to receive accurate and timely services. The steady increased caseloads while accurately following Federal and State thresholds and guidelines, require OTIIs to assist staff in obtaining and processing required documents for timely approval of services. Ensuring sufficient support to case management tasks positively impacts staff morale, reducing costly turnover, resulting in improved and uninterrupted services.

Fiscal Impact:
Position is in the 2024 and 2025 budget.
Position is reimbursed a percentage according to the following funding sources:
Income Maintenance Time Study = 25.6% of expense is reimbursed at ~ 50%
Social Services Time Study = 56.0% of expense is reimbursed at ~ 15%
Public Health Grants administrative fees = 18.4% of expense is reimbursed at ~9%

Background/Justification:
HHS employs three Office OTIIs in the Office Support area. This position is the gateway to our services, and therefore, very essential for public access to our agency. Ensuring continuous front line staffing positively impacts our internal operations and client access to services. This position is also responsible for cross training new members in latest software and processes to effectively and efficiently serve our clients.

The Office Technician directs patrons via phone, in-person, to the correct role/person to assist w/programs. This role conducts training staff in software applications that support the agency and our clients. The OTII is able to perform all OTI tasks. The OTII is also responsible for administrative support in several areas via reporting, fulfillment, and processing of licensing related programs, client PMAPs, SMI clearing, Appeals, InterCounty Transfers, and special projects brought forth due to program support.

Route for Review and Approval

☐ County Administrator	☑ Assistant County Administrator	☐ Finance Review	☐ Legal Review	☐ Risk Mgmt Review	☐ Skip Workflow

Agenda Item Attachments (3)

Document Name	Attachment Type
Re-Hire Request - OTII.pdf	Attachment
Office Technician II.pdf	Attachment
Business Services Org Chart.pdf	Attachment

☐ Hide RFBA Review

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision
Approved

Notes

WRIGHT COUNTY
ADMINISTRATION

Position Backfill Request

Name of Department:	Health and Human Services
Department Head/Supervisor:	Jami Goodrum/Lisa Spencer/James O'Dell
Position Title:	Office Technician II
Date of Resignation:	11/15/24

1. Will this position directly contribute to a county's strategic objective?
   a. Make Disciplined Investments for a Stable Future
   b. Continue Transparency and Empower Community Engagement
   c. Improve Operational Excellence

2. How many FTE's does your department currently have budgeted for this position?

   FTEs: 11

3. Is there a direct impact on Wright County's citizens?
   a. Yes☒ or No☐, and please explain.
   Office Technician IIs provide direct support to HHS management and to staff providing services to residents through administrative functions: Interact with the public, vendors, team members and inter-department staff related to HHS programs and activities; receive and respond to complaints of both a routine and confidential nature requiring knowledge of policies, procedures, activities, and rules regarding data privacy; assist with record maintenance and meeting minutes, perform typing and computer entry of data, correspondence and other statistics; complete and respond to record requests, process incoming and outgoing correspondence.

4. Direct risk or cost for not backfilling this position?
   a. Yes☒ or No☐, and please explain.
   HHS employs 11 Office Technician IIs across teams. Staffing this position is essential for the community to receive accurate and timely services. The steady increased caseloads while accurately following Federal and State thresholds and guidelines, require OTIIs to assist staff in obtaining and processing required documents for timely approval of services. Ensuring sufficient support to case management tasks positively impacts staff morale, reducing costly turnover, resulting in improved and uninterrupted services.

5. Are there external funding sources tied to this position used?
   a. If yes ☐ – explain.

Position is in the 2024 and 2025 budget.
Position is reimbursed a percentage according to the following funding sources:
Income Maintenance Time Study = 25.6% of expense is reimbursed at ~ 50%
Social Services Time Study = 56.0% of expense is reimbursed at ~ 15%
Public Health Grants administrative fees = 18.4% of expense is reimbursed at ~9%

6. Key activity or performance indicators that show the need for this position?
   HHS employs three Office OTIIs in the Office Support area. This position is the gateway to our services, and therefore, very essential for public access to our agency. Ensuring continuous front-line staffing positively impacts our internal operations and client access to services. This position is also responsible for cross training new members in latest software and processes to effectively and efficiently serve our clients.

   The office technician directs patrons via phone, in-person, to the correct role/person to assist w/programs. This role conducts training staff in software applications that support the agency and our clients. The OTII can perform all OTI tasks. The OTII is also responsible for administrative support in several areas via reporting, fulfillment, and processing of licensing related programs, client PMAPs, SMI clearing, Appeals, Intercounty Transfers, and special projects brought forth due to program support.

7. Attach the Department organization chart highlighting the position along with the position description.

Recommendation for Board Approval: Yes ☒ No ☐

Date of Recommendation: November 19, 2024

Office Technician II

Department/Division: Various

FLSA Status: *Non-Exempt*

Union/Non-Union: Union

General Definition of Work

Performs intermediate skilled administrative support work providing customer service, clerical, office support and/or financial activities to assist Department /Office management in administering programs and services provided to the County and the general public. Work is performed under the limited supervision of a unit supervisor and/or Department Director. Limited oversight/training is exercised over less experienced office staff.

This position is assigned to specialized functions within a Department.

Qualification Requirements

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable an individual with disabilities to perform the essential functions.

Essential Functions

Interacts with the public, vendors, others in the work unit, across units and with other agencies in person, on-line, or via telephone to exchange general information related to the Department's/Office's programs and activities; explains processes and requirements; receives and responds to complaints of both a routine and confidential nature requiring knowledge of policies, procedures, activities, and rules regarding data privacy.

Performs records management duties specific to the Department/Office assigned.

Responsible for complying with State of Minnesota data practices laws.

Assists with record maintenance and maintains Department/Office specific records; i.e. scans, indexes, and maintains all current and historical files; recommends disposition of records to storage, and archives; relocates and reorganizes records as necessary, purges and/or shreds records in accordance with record retention policies; determines proper coding and enters into system.

Performs typing and computer input of data, correspondence, activities, and other statistics.

Accesses and enters information into databases; prepares forms, listings, informational, statistical reports, and documents by determining required data, gathering, receiving, and compiling data from several sources; reviews and compares information to verify accuracy; formats data appropriately; transmits reports as required.

Calculates, collects, receipts, and processes all incoming fees, taxes, payments or other revenue, including entry into computer system as required; tracks and calculates Department/Office and/or program expenses; prepares purchase requisitions.

Balances daily receipts and prepares for deposit; maintains accurate records of fees and other accounting information; generates financial reports for internal and external agencies.

Composes and/or types letters, meeting minutes, forms, memoranda, and reports from abbreviated notes, tapes, and records; assists in preparing, updating and maintaining various Department/Office plans, manuals, and forms; prints, scans, faxes and makes copies of materials; sorts and distributes mail; tracks shipments as required; tracks and monitors the administrative office supply inventory and arranges for replenishment of items as necessary.

Sets up appointments and meetings for Department/Office staff.

Performs other duties and activities as assigned.

Office Technician II

Knowledge, Skills, and Abilities

Knowledge of, or ability to learn, County government work flows and processes; knowledge of basic office procedures; skill in the use of standard office equipment; including computer and software programs; verbal and written communication skills sufficient to effectively present information and respond to questions from a wide variety of audiences; reading comprehension skills sufficient to read and understand technical documents specific to the activities; and writing skills sufficient to compose a variety of letters, reports and forms; interpersonal skills sufficient to exchange and/or convey information, receive work direction and maintain effective working relationships; ability to perform data entry into various databases; ability to learn and use computer systems and programs used to administer Department/Office programs; ability to format and prepare basic business communications; ability to apply program policies and guidelines related to Department/Office programs; ability to perform math calculations to calculate fees; ability to deal effectively with demanding/challenging individuals; ability to maintain a high level of confidentiality regarding sensitive information; ability to pay attention to detail and effectively organize time and anticipate, plan and successfully respond to changing circumstances; ability to perform all job duties in compliance with safety guidelines and with an ongoing awareness of safety practices; ability to communicate courteously and professionally while maintaining positive working relationships with others when carrying out all job functions.

Education and Experience

High school diploma or GED and two years of experience in administrative support with public walk-in contact, or equivalent combination of education and experience. Associates/Technical degree is preferred.

Physical Requirements

This work requires the occasional exertion of up to 25 pounds of force; work regularly requires sitting, speaking or hearing and using hands to finger, handle or feel, frequently requires standing and walking and occasionally requires reaching with hands and arms, lifting and repetitive motions; work has standard vision requirements; vocal communication is required for expressing or exchanging ideas by means of the spoken word;
hearing is required to perceive information at normal spoken word levels and to receive detailed information through oral communications and/or to make fine distinctions in sound; work requires preparing and analyzing written or computer data, operating machines, operating motor vehicles or equipment and observing general surroundings and activities; work occasionally requires exposure to outdoor weather conditions; work is generally in a moderately noisy location (e.g. business office, light traffic).

Special Requirements

Requires the ability to type 35 words per minute.
May require possession of, or ability to obtain, specific licenses and/or certifications depending on departmental assignment.
A valid driver's license or evidence of equivalent mobility is required upon hire.

Last Revised: 12/12/2023

Office Technician II

Addendum/Other Assignments

Office Technician II – Finance & Taxpayer Services, Elections

Assists with performing duties in support of the County elections.

Reviews, maintains, updates voter records in the Statewide Voter Registration System.

Assists with coordinating and managing the absentee voting process.

Assists with preparing and conducting election-related trainings, maintaining online election judge training access, and tracking election judge training certifications.

Loads electronic roster files and posts voter history and voter registration information post-election.

Coordinate's election activities with city, township and school district officials in Wright County.

Responds to questions and inquiries from voters and election officials in Wright County.

Assists with researching and interpreting election-related statutes and laws.

Office Technician II – Finance & Taxpayer Services, Property Tax Operations

Serves as a passport acceptance agent for the County. Responsible for reviewing applications to verify that all required information has been provided and that appropriate fees are collected.

Prepares passport transmittal report for U.S. Department of State and compiles required information for the Federal Government.

Take and examines digital photos to ensure that they meet the specific requirements of the U.S Department of State.

Processes and records Finance and Taxpayer Services legal documents in person, by mail or electronically.

Exhibits confidentiality when dealing with personal documents such as divorce decrees, death certificates, birth records, Recognition of Parentage (ROP), driver's license information, gender changes, and Safe at Home participants.

Assists with property tax inquiries, calculates basic property tax estimates. Processes address information, Tax Clearance Certificates and processes statutorily required mass mailings to taxpayers.

Processes property tax payments and prepares refunds by uploading and processing online payment files. Balances cash drawers for cash, checks, and credit card transactions

Responsible for processing incoming and outgoing mail for the department. Prepares and tracks certified mail and postage allocation.

Provides office support for County elections.

Office Technician II - Court Services

This position performs confidential technical case management work, and requires successful completion of training, including but not limited to: Motivational Interviewing, Secondary Trauma, Evidence Based Practices, Safety/Self-Defense, BCA, and DVS certifications.

Creates, updates, and maintains confidential case files in State tracking database; researches and resolves discrepancies in files; links electronic documents in tracking system.

Researches and maintains information on bankruptcy cases and sealed/expunged cases.

Runs and reviews confidential system reports and background checks for offenders using systems that require individual certification.

Office Technician II

Contributes to formulation of Statewide and Department policies and procedures regarding State tracking and other Statewide supervision systems.

Accesses Minnesota Judicial E-filing and Serve system to file all required documents.

Greets and assists offenders by deciphering court orders to help and direct them to the appropriate staff member, including offenders who may be aggressive, hostile, or suffering from a mental illness.

Updates the State of Minnesota Revenue Recapture System and the public website for Department; registers and processes classes for clients or as requested.

Prepares and disburses refunds for overpayments; calculates and determines fees for adult and juvenile monitoring service and placements; works with agents, offenders, and/or parents to determine any waiver eligibility; arranges and maintains payment schedules.

Performs additional general office administrative duties, schedules conference rooms; creates and maintains office calendars.

Office Technician II – Health & Human Services

Assists with caseload requirements, opens and closes cases, retrieves and redacts confidential client data, and contacts clients on behalf of the case manager.

Processes Prepaid Medical Assistance Plan Enrollment (PMAP).

Assists with publications of newsletter and annual report.

Updates accounts on the computer system; works with provider to resolve genetic testing or personal-service billing problems.

Serves as point-of-contact for technical issues.

Office Technician II - Sheriff's Office

This position performs various administration support functions when assigned to the Sheriff's Office.

Maintains, updates, and distributes list of fingerprints needed; compares daily court calendar to fingerprint file; enters fingerprint alerts; informs individuals of fingerprints needed; updates and maintains fingerprint information for criminal history file.

Runs confidential criminal histories as needed; checks and maintains active criminal history files; conducts background checks for issuance of various permits; issues permit and maintains permit files.

Processes paperwork for court dates and seized items; compares pawn shop inventory records with stolen property records; verifies stolen property submitted by BCA with stolen property owners; tracks items seized by narcotics unit; enters stolen property into database; works with Evidence staff to disburse, auction, and release items.

Reviews and handles incoming inmate mail searching for contraband and receipting money; meets with inmates to review money owed.

Office Technician II - Planning & Zoning Office

This position provides administrative support to the entire Planning and Zoning Office and requires occasional attendance at public hearings during work hours and evenings to take and transcribe minutes in a timely manner. This position also requires a fundamental understanding of County zoning laws in order to answer general zoning, land use, feedlot, and building permit application questions as well as a general understanding of construction practices.

Performs general phone and counter reception while determining customer needs; notarizes customer documents.

Compiles information related to building/sewer/hearing permit applications

Handles communication with applicant, contractor, or property owner throughout the application process.

Conducts permit and land record reviews of property prior to taking in building permit applications; files and maintains permit records and files; verifies information is complete for application and fees are paid. Ability to cross-check, analyze and detect records not tied to the correct parcel, make necessary changes to ensure the integrity of the records program.

Verifies that Permit Program activities are complete to issue permits; delivers, mails, and provides copies of issued

Office Technician II

permits to applicants, Townships and intra-government Departments.

Sets up files for public hearing requests; prepares affidavits, tracks legal deadlines for public notices and Board decisions according to State Statue, maintains current, continued, and closed hearing files; schedules appointments in an efficient manner for building and septic inspectors, as well as the off-site compost facility while communicating acceptable hazardous or recyclable items.

Determines property locations based on tax parcel numbers or legal descriptions used to verify zoning districts and map designations for planning and permitting purposes and in response to phone inquiries, permitting and file purposes; measures distances using mapping tools to determine setbacks and location for building projects.

Reviews County tax records to determine/verify land ownership and legal descriptions.

Uses GIS mapping program to generate lists and labels to meet notification requirements for public hearings.

Office Technician II – Assessor Office

Provides administrative and clerical support to the entire Assessor Department.
Makes independent judgments in dealing with the public, outside agencies, within the department and interdepartmentally within the county organization in a professional manner within the position's authority.
Has a fundamental understanding of Minnesota property tax laws to address questions from the public relating to property tax programs and applications.
Manages the administration of property tax programs, making independent judgements and decisions regarding eligibility, fulfillment of requirements, maintenance within the CAMA/TAX system and reporting to the Department of Revenue.
Assists property owners with filing electronic applications using online software through the CAMA/TAX system.
Responsible for reviewing eligibility and enrollment in various property tax programs. Communicates (both orally and in a written form) to property owners concerning the status of their enrollment or application to property tax programs.
Researches and resolves homestead issues with other Minnesota counties. Informs appraisal staff of corrections to property classifications according to results of research and collaboration with those counties for the proper removal of social security numbers required by the Minnesota Department of Revenue.
Maintains property owner mailing address changes in CAMA/TAX system.
Exhibits comprehensive knowledge of department CAMA/TAX software and Microsoft Office software, the ability to operate personal computer equipment and peripherals to maintain office databases.

Business Services

Total Employees – 15

Business Manager
Total Staff – 15FT

Office Manager
Total Staff -10

HHS Product Owner
1

Business Technologist
3

Office Technician II
3

Office Technician I
6

HHS Product Owner – 1
Business Technologist – 3
Office Technician II – 3
Office Technician I - 6
Supervisor – 1
Manager - 1

REVISED
10/1/24 (nmb7429)

FTS

IT Developer

Department/Division: Information Technology

FLSA Status: *Non-Exempt*

Union/Non-Union: Union

General Definition of Work

Performs intermediate advanced technical work designing, developing, deploying, and maintaining web/client/server systems and enterprise platforms (such as Microsoft SharePoint and Hyland OnBase); performing database administration activities; and providing support services to the IT Department. Work is performed under the limited supervision of the Systems Development Supervisor.

Qualification Requirements

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable an individual with disabilities to perform the essential functions.

Essential Functions

Designs, develops, and deploys web/client/server systems; performs detailed program design and technical development tasks on internal and external applications and scripts; manages external resources involved in development efforts; tests and pilots new web/client/server software applications; ensures systems meet established security guidelines and compliance requirements.

Documents program design and structure, program development steps, testing conducted, and program changes made; writes end-user testing procedures, system descriptions, and operational instructions.

Deploys newly developed systems to user base; ensures end-users have sufficient training on new systems; performs follow up to ensure end-user satisfaction.

Performs approved modifications to web/client/server systems; troubleshoots and maintains .NET applications and various scripts; develops and deploys system usage reports; reviews, analyzes, recommends, and deploys approved utilities and procedures; assists end-users with the use of database access tools and management procedures; performs data and systems recovery tasks.

Administers web servers; serves as a County Webmaster; assists other departments with using Civic Plus modules and updating their websites.

Serves as a Developer of Enterprise Platforms (such as Microsoft SharePoint and Hyland OnBase).

Provides support services to the IT Department.

Contributes to the development of the Department budget by providing informed input on matters relating to the annual operating and multi-year capital budgets.

Stays abreast of new, relevant technologies, and methodologies.

Performs job duties in compliance with network and data security guidelines and procedures.

Performs other duties and activities as assigned.

Knowledge, Skills, and Abilities

Knowledge of programming and scripting languages, including but not limited to VB.NET, Powershell, VBScript and VBA; knowledge of multiple web technologies, including but not limited to HTML, CSS, JavaScript and .NET; knowledge in administering major platforms including Microsoft SharePoint and Hyland OnBase; working knowledge of database systems including SQL structures and queries; knowledge of IT concepts; knowledge of data flow diagrams, inputs, outputs, and other systems paradigms; knowledge of network troubleshooting, fundamentals, and techniques; knowledge of County government business functions, work flows, and processes; knowledge of Minnesota data practices laws; knowledge of standard office software programs and report writing tools; knowledge

IT Developer

of, and ability to use, state-of-the-art web development and client-server development tools; verbal and written communication skills sufficient to effectively present information and respond to questions from a wide variety of audiences; reading comprehension skills sufficient to read and understand technical documents and printed materials; interpersonal skills sufficient to exchange and/or convey information, receive work direction, and maintain effective working relationships; ability to diagnose and correct user application/communications problems; ability to effectively assess critical application system problems and to acquire necessary resources and expertise to correct; ability to effectively organize time and anticipate, plan, and successfully respond to changing circumstances; ability to work effectively in a team environment; ability to perform all job duties in compliance with safety guidelines and with an ongoing awareness of safety practices; ability to communicate courteously and professionally while maintaining positive working relationships with others when carrying out all job functions.

Education and Experience

Bachelor's degree in information technology, or related field, and one year of experience in programming and system development, or equivalent combination of education and experience.

Physical Requirements

This work requires the occasional exertion of up to 10 pounds of force; work regularly requires sitting, speaking or hearing and using hands to finger, handle or feel and occasionally requires standing, walking, reaching with hands and arms, lifting and repetitive motions; work has standard vision requirements; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels and to receive detailed information through oral communications and/or to make fine distinctions in sound; work requires preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, operating machines, operating motor vehicles or equipment and observing general surroundings and activities; work occasionally requires exposure to outdoor weather conditions; work is generally in a moderately noisy location (e.g. business office, light traffic).

Special Requirements

Must be able to pass a background investigation.
Hyland OnBase and/or SharePoint training within six months of employment.
CJIS and HIPAA certifications within six months of employment.
A valid driver’s license or evidence of equivalent mobility is also required upon hire.

Last Revised: 1/18/19

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Matthew Fomby

Requestor Title
IT Director

Department (please use dropdown to select department) *
INFORMATION TECHNOLOGY

Target Meeting Date *
11/19/2024 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
(•) Consent Agenda ( ) Timed Agenda
( ) Item for Consideration

Originator
MRT7400

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Approve Request to Back-fill One Full Time Information Technology (IT) Developer Position

Short Title (what will appear on Agenda outline - 250 character max.) *
Approve request to backfill one FT IT Developer position

Value Stream the request primarily aligns with:
Develop County Infrastructure

Briefly describe how the request aligns with the selected value stream.
The Developer role writes code that enables multiple functions across the county.

Describe the impact on staffing resources.
We are staffed to meet current demand, any loss greatly inhibits county operations and functionality

Fiscal Impact:
None

Background/Justification:
Simply filling a position vacated by an employee who left for better pay.

Route for Review and Approval

- [ ] County Administrator
- [x] Assistant County Administrator
- [ ] Finance Review
- [ ] Legal Review
- [ ] Risk Mgmt Review
- [ ] Skip Workflow

Agenda Item Attachments (3)

Document Name	Attachment Type
IT Developer Job Description.docx	Attachment
Org Chart IT.pptx	Attachment
2024 Position Backfill Request Requirments.docx	Attachment

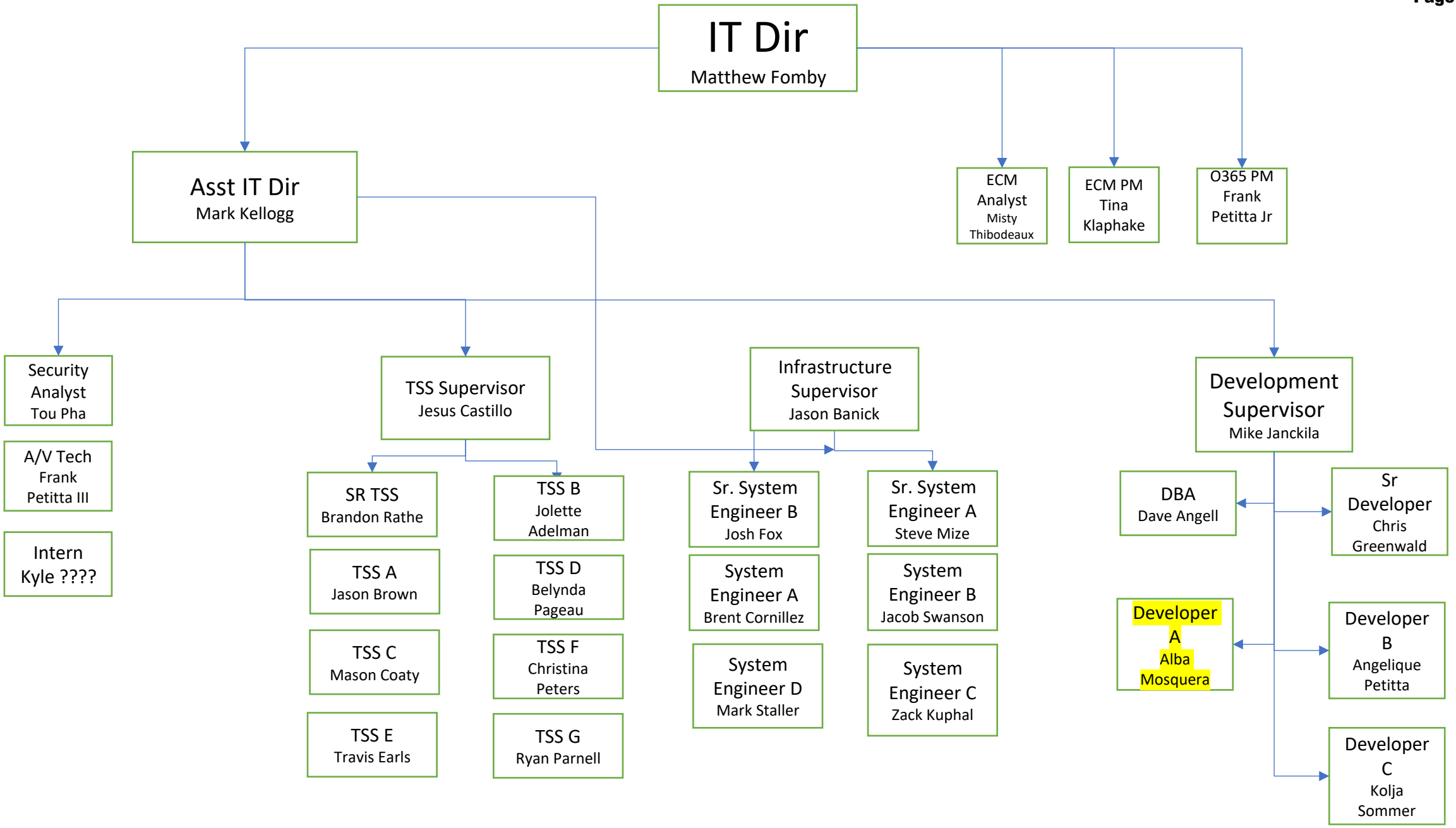
☐ Hide RFBA Review

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision
Approved

Notes


IT Dir
Matthew Fomby
Asst IT Dir
Mark Kellogg
ECM Analyst
Misty Thibodeaux
ECM PM
Tina Klaphake
O365 PM
Frank Petitta Jr
Security Analyst
Tou Pha
A/V Tech
Frank Petitta III
Intern
Kyle ????
TSS Supervisor
Jesus Castillo
SR TSS
Brandon Rathe
TSS A
Jason Brown
TSS C
Mason Coaty
TSS E
Travis Earls
TSS B
Jolette Adelman
TSS D
Belynda Pageau
TSS F
Christina Peters
TSS G
Ryan Parnell
Infrastructure Supervisor
Jason Banick
Sr. System Engineer B
Josh Fox
System Engineer A
Brent Cornillez
System Engineer D
Mark Staller
Sr. System Engineer A
Steve Mize
System Engineer B
Jacob Swanson
System Engineer C
Zack Kuphal
Development Supervisor
Mike Janckila
DBA
Dave Angell
Sr Developer
Chris Greenwald
Developer A
Alba Mosquera
Developer B
Angelique Petitta
Developer C
Kolja Sommer

WRIGHT COUNTY
ADMINISTRATION

Position Backfill Request

Name of Department: Information Technology

Department Head/Supervisor Matthew Fomby

Position Title IT Developer

Date of Resignation: 22NOV2024

1. Will this position directly contribute to a county's strategic objective?
    a. Make Disciplined Investments for a Stable Future
    b. Continue Transparency and Empower Community Engagement
    c. Improve Operational Excellence

2. How many FTE's does your department currently have budgeted for this position?

    FTE's 1

3. Is there a direct impact on Wright County's citizens?
    a. Yes, the Developer position writes codes and makes computer software connections that enable other departments to work, and if we are short a developer, problems that arise cannot be solved in a timely manner and departments are unable to perform their duties.

4. Direct risk or cost for not backfilling this position?
    a. Yes, operational blockages and work stoppage.

5. Are there external funding sources tied to this position used?
    a. No.

6. Key activity or performance indicators that show the need for this position?
    a. Maintains Oracle connections to ensure financial operability (APIs).
    b. Creates custom web applications (plats for example).
    c. SharePoint development, forms, and workflow processes, PowerAutomate and PowerApps.
    d. Created specific leave process for departments.
    e. Currently working on room reservation requests program development.
    f. Product Inventory Application development and maintenance.
    g. Safe At Home in Onbase.
    h. Updated the pay taxes function on the public property search app.
    i. Certificate renewals.
    j. Rewrote an app to work around a problem due to a change in an infrastructure server.

k. SharePoint support.
l. Public website support.
m. Onbase support.

7. Attach the Department organization chart highlighting the position along with the position description.
    a. Complete

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Tracy Janikula

Requestor Title
Feedlot Administrator

Department (please use dropdown to select department) *
PLANNING & ZONING

Target Meeting Date *
11/19/2024 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
(•) Consent Agenda ( ) Timed Agenda
( ) Item for Consideration

Originator
STD2320

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Authorize Board Chair To Sign Grant Agreement for the 2025 Subsurface Sewage Treatment Systems (SSTS) Grant.

Short Title (what will appear on Agenda outline - 250 character max.) *
Authorize Board Chair To Sign Grant Agreement for the 2025 Subsurface Sewage Treatment Systems (SSTS) Grant.

Value Stream the request primarily aligns with:
Promote Safe and Healthy Communities

Briefly describe how the request aligns with the selected value stream.
Properly treated wastewater is essential to protect water resources.

Describe the impact on staffing resources.
Annual reporting is required to qualify.

Fiscal Impact:
Grant amount is $21,200

Background/Justification:
This is a yearly grant awarded to Counties from the Board of Water and Soil Resources. Commissioner Vetsch signed the agreement November 13, 2024. The original DocuSign email was never received. BWSR needed the signature by November 15th.

Route for Review and Approval

- [ ] County Administrator
- [x] Assistant County Administrator
- [ ] Finance Review
- [ ] Legal Review
- [ ] Risk Mgmt Review
- [ ] Skip Workflow

Agenda Item Attachments (1)

Document Name	Attachment Type
2025_SSTS_Program_-_Wright_County.pdf	Attachment

☐ Hide RFBA Review

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision
Approved

Notes
moved to agenda

BOARD OF WATER AND SOIL RESOURCES

FY 2025 STATE OF MINNESOTA
BOARD OF WATER and SOIL RESOURCES
MPCA SSTS PROGRAM
GRANT AGREEMENT

Vendor:	0000197323
PO#:	3000017982

This Grant Agreement is between the State of Minnesota, acting through its Board of Water and Soil Resources (Board) and Wright County, 311 Brighton Ave S Ste C, Buffalo MN 55313 (Grantee).

Grant ID	Grant Title	Awarded Amt
P25-0744	**2025 - Septic Treatment Systems - NRBG (Wright County)**	**$21,200.00**
P25-0804	**2026 - Septic Treatment Systems Upgrade - NRBG (Wright County)**	**$20,000.00**

Total Grant Awarded: $41,200.00

Recitals

1. The Minnesota Pollution Control Agency (MPCA) transferred to the Board funds for their 2025 Subsurface Sewage Treatment System (SSTS) Program.
2. Minnesota Statutes § 103B.101, Subd. 9(1), and Minn. Stat. § 103B.3369, Subd. 5 authorize the Board to award grants.
3. The Grantee has met the criteria established by statute, the Board, and the MPCA and is eligible to receive MPCA SSTS Grant funds.
4. The Grantee represents that it is duly qualified and agrees to perform all services described in this Grant Agreement to the satisfaction of the State.
5. As a condition of the grant, Grantee agrees to minimize administration costs.

Authorized Representative

The State's Authorized Representative is Aaron Jensen, MPCA Subsurface Sewage Treatment System Program Supervisor, 520 Lafayette Road North, Saint Paul, MN 55155, (651) 757-2544, or his successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services and performance provided under this Grant Agreement.

The Grantee's Authorized Representative is:

TITLE
ADDRESS
CITY
TELEPHONE NUMBER

If the Grantee's Authorized Representative changes at any time during this Grant Agreement, the Grantee must immediately notify the Board.

Grant Agreement

1. **Terms of the Grant Agreement.**
   1.1. ***Effective date:*** The date the Board obtains all required signatures under Minn. Stat. § 16B.98, Subd. 5. **The Board will notify the Grantee when this Grant Agreement has been executed. The Grantee must not begin work under this Grant Agreement until it is executed.**
   1.2. ***Expiration date:*** December 31, 2027 or until all obligations have been satisfactorily fulfilled, whichever comes first.
   1.3. ***Survival of Terms:*** The following clauses survive the expiration date or cancellation of this Grant Agreement: 7. Liability; 8. State Audits; 9. Government Data Practices; 12. Governing Law, Jurisdiction, and Venue; 14. Data Disclosure; and 19. Intellectual Property Rights.

2. **Grantee's Duties.**
The Grantee will comply with required grants management policies and procedures set forth through Minn. Stat. § 16B.97, Subd. 4(a)(1). The Grantee is responsible for the specific duties for the Program as follows:

2.1 ***Reporting:*** All data and information provided in a Grantee's report shall be considered public.

2.1.1 The Grantee will submit an annual progress report to the Board by February 1 of each year on the status of program implementation by the Grantee. Information provided must conform to the requirements and formats set by the Board.

2.1.2 The Grantee must display on its website the previous calendar year's detailed information on the expenditure of grant funds and measurable outcomes as a result of the expenditure of funds according to the format specified by the Board, by March 15 of each year.

2.1.3 The Grantee will submit a final progress report to the Board by February 1, 2028. Information provided must conform to the requirements and formats set by the Board.

2.1.4 A late or incomplete annual progress or final report will result in the withholding of any future allocations.

2.2 ***Compliance****:* The Grantee will comply with Minnesota Rules Chapter 7082.0040 through 7082.0700; and amendments thereto, for Subsurface Sewage Treatment Systems.

3. **Time.**
The Grantee must comply with all the time requirements described in this Grant Agreement. In the performance of this Grant Agreement, time is of the essence.

4. **Terms of Payment.**

4.1. All grant funds will be distributed in one installment promptly after the execution of the Grant Agreement.

4.2. All costs must be incurred within the grant period. All incurred costs should be calculated or determined before the final report is completed or returning funds.

4.3. Unspent grant funds must be returned within 30 days of the expiration date of the Grant Agreement.

4.4. Once final reporting has been completed funds may not be re-requested as funds may not be available.

4.5. The obligation of the State under this Grant Agreement will not exceed the amount listed above.

4.6. This grant is an advance payment. Advance payments allow the Grantee to have adequate operating capital for start-up costs, ensure their financial commitment to landowners and contractors, and to better schedule work into the future.

5. **Conditions of Payment.**
All services provided by the Grantee under this Grant Agreement must be performed to the Board's satisfaction, as set forth in this Grant Agreement. Compliance will be determined at the sole discretion of the Board's Authorized Representative and in accordance with all applicable federal, State, and local laws, policies, ordinances, rules, and regulations. The Grantee will not receive payment, may be required to repay grant funds, or may have future payments withheld if work is found by the Board to be unsatisfactory or performed in violation of federal, State, or local law. Costs charged to the grant must be direct and necessary to produce the outcomes funded by the grant. Charges to the grant must be itemized and documented.

6. **Assignment, Amendments, Work Plan Revisions, and Waiver.**

6.1. ***Assignment.*** The Grantee may neither assign nor transfer any rights or obligations under this Grant Agreement without the prior consent of the Board and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this Grant Agreement, or their successors in office.

6.2. ***Amendments and Work Plan Revisions.*** Any amendments to this Grant Agreement must be in writing and will not be effective until approved and executed by the same parties who approved and executed the original Grant Agreement, or their successors in office. Amendments must be executed prior to the expiration of the original Grant Agreement or any amendments thereto. All work plan revisions must be documented. The Board reserves the right to require a work plan revision or grant agreement amendment for changes in the scope of the grant.

6.2.1. Board approval is required of work plan revisions on grants less than $50,000 if the cumulative budget adjustment is greater than $5,000; on grants $50,000 to $500,000 if the cumulative budget adjustment is greater than 10% of the total grant amount; on grants greater than $500,000 if the cumulative budget adjustment is greater than $50,000.

6.2.2. An amendment to the Grant Agreement is required on grants less than $50,000 if the cumulative budget adjustment is equal to or greater than $20,000; on grants $50,000 to $500,000 if the cumulative budget adjustment is equal to or greater than 40% of the total grant amount; on grants greater than $500,000 if the cumulative budget adjustment is equal to or greater than $200,000.

6.2.3. Revisions that do not meet the thresholds identified in 6.2.1. or 6.2.2. are permitted without prior approval from the Board provided that such revision is documented and that the total obligation of the Board for all compensation and reimbursements to the Grantee shall not exceed the total grant award amount.

6.3. ***Waiver.*** If the Board fails to enforce any provision of this Grant Agreement, that failure does not waive the provision or its right to enforce it.

7. **Liability.**

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this Grant Agreement by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this Grant Agreement.

8. **State Audits.**

Under Minn. Stat. § 16B.98, Subd. 8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this Grant Agreement or transaction are subject to examination by the Board and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Grant Agreement, receipt and approval of all final reports, or the required period of time to satisfy all State and program retention requirements, whichever is later.

8.1. The books, records, documents, accounting procedures and practices of the Grantee and its designated local units of government and contractors relevant to this grant, may be examined at any time by the Board or Board's designee and are subject to verification. The Grantee or delegated local unit of government will maintain records relating to the receipt and expenditure of grant funds.

9. **Government Data Practices.**

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

10. **Workers' Compensation.**

The Grantee certifies that it is in compliance with Minn. Stat. § 176.181, Subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

11. **Publicity and Endorsement.**

11.1. ***Publicity.*** Any publicity regarding the subject matter of this Grant Agreement must identify the Board as the sponsoring agency. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the Program, publications, or services provided resulting from this Grant Agreement.

11.2. ***Endorsement.*** The Grantee must not claim that the State endorses its products or services.

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

Minnesota law, without regard to its choice-of-law provisions, governs this Grant Agreement. Venue for all legal proceedings out of this Grant Agreement, or its breach, must be in the appropriate State or federal court with competent jurisdiction in Ramsey County, Minnesota.

13. **Termination.**

13.1. The Board may cancel this Grant Agreement at any time, with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

13.2. The Board may immediately terminate this Grant Agreement if the Board finds that there has been a failure to comply with the provisions of this Grant Agreement, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The Board may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

13.3. The Commissioner of Administration may immediately and unilaterally cancel this grant contract agreement if further performance under the agreement would not serve agency purposes or is not in the best interest of the State.

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

15. **Prevailing Wage.**
It is the responsibility of the Grantee or contractor to pay prevailing wage for projects that include construction work of $25,000 or more, prevailing wage rules apply per Minn. Stat. §§ 177.41 through 177.44. All laborers and mechanics employed by grant recipients and subcontractors funded in whole or in part with these State funds shall be paid wages at a rate not less than those prevailing on projects of a character similar in the locality. Bid requests must state the project is subject to prevailing wage.

16. **Municipal Contracting Law.**
Per Minn. Stat. § 471.345, grantees that are municipalities as defined in Subd. 1 of this statute must follow the Uniform Municipal Contracting Law. Supporting documentation of the bidding process utilized to contract services must be included in the Grantee's financial records, including support documentation justifying a single/sole source bid, if applicable.

17. **Constitutional Compliance.**
It is the responsibility of the Grantee to comply with requirements of the Minnesota Constitution regarding the use of Clean Water Funds to supplement traditional sources of funding.

18. **Signage.**
It is the responsibility of the Grantee to comply with requirements for project signage as provided in Minnesota Laws 2010, Chapter 361, Article 3, Section 5(b) for Clean Water Fund projects.

19. **Intellectual Property Rights.**
The State owns all rights, title, and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks, and service marks in the Works and Documents *created and paid for under this grant.* Works means all inventions, improvements, discoveries, (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, and disks conceived, reduced to practice, created or originated by the Grantee, its employees, agents, and subcontractors, either individually or jointly with others in the performance of this grant. Work includes "Documents." Documents are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether in tangible or electronic forms, prepared by the Grantee, its employees, agents or subcontractors, in the performance of this grant. The Documents will be the exclusive property of the State and all such Documents must be immediately returned to the State by the Grantee upon completion or cancellation of this grant at the State's request. To the extent possible, those Works eligible for copyright protection under the United State Copyright Act will be deemed to be "works made for hire." The Grantee assigns all right, title, and interest it may have in the Works and the Documents to the State. The Grantee must, at the request of the State, execute all papers and perform all other acts necessary to transfer or record the State's ownership interest in the Works and Documents.

***IN WITNESS WHEREOF**, the parties have caused this Grant Agreement to be duly executed intending to be bound thereby.*

Approved:

Wright County	**Board of Water and Soil Resources**
By: _____	**By:** _____

_____ _____

(signature) ***(signature)***

Title: _____ **Title:** _____

Date: _____ **Date:** _____

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Marc Mattice

Requestor Title
Assistant County Administrator; Property Services

Department (please use dropdown to select department) *
ADMINISTRATION

Target Meeting Date *
11/19/2024 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
( ) Consent Agenda (•) Timed Agenda
( ) Item for Consideration

Time Required:
5 Minutes

Originator
MAM7693

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Authorize the Mississippi River St. Cloud Watershed Policy Committee Representative to Authorize the Comprehensive Watershed Management Plan for Final Submission to the Board of Water and Soil Resources (BWSR) on Behalf of the Wright County Board.

Short Title (what will appear on Agenda outline - 250 character max.) *
Authorize the Mississippi River St. Cloud Watershed Policy Committee representative to authorize the Comprehensive Watershed Management Plan for final submission to the Board of Water and Soil Resources (BWSR) on behalf of the Wright County Board.

Value Stream the request primarily aligns with:
Empower Use of Land, Property, and the Environment

Briefly describe how the request aligns with the selected value stream.
Provides for management and implementation of Best Management Practices with in the Mississippi River St. Cloud Watershed

Describe the impact on staffing resources.
Impact is on SWCD Staff and Resources

Fiscal Impact:
Adopting this plan will allow for the watershed-based implementation funds to be applied for.

Background/Justification:
The Mississippi River St. Cloud Comprehensive Watershed Management Plan (Plan) is a water management strategy for the Mississippi River St. Cloud Watershed (Watershed). The Plan focuses on restoring impaired waters and habitats, protecting high-quality water resources and habitats, and protecting groundwater quality. The LGUs involved at the Steering Committee included Benton Soil and Water Conservation District (SWCD), Benton County, Meeker County SWCD, Meeker County, Mille Lacs SWCD, Sherburne SWCD, Sherburne County, Stearns County SWCD, Stearns County, Wright SWCD,Wright County.

Route for Review and Approval

- [x] County Administrator
- [ ] Assistant County Administrator
- [ ] Finance Review
- [ ] Legal Review
- [ ] Risk Mgmt Review
- [ ] Skip Workflow

Agenda Item Attachments (2)

Document Name	Attachment Type
DRAFT_2024-11_MRSC_CWMP.pdf	Attachment
Formal 60 Day Review Comments with Responses.pdf	Attachment

- [ ] Hide RFBA Review

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision

Notes

County Administrator Review

County Administrator Decision

Notes



MISSISSIPPI RIVER ST. CLOUD WATERSHED

COMPREHENSIVE WATERSHED MANAGEMENT PLAN

NOVEMBER 2024

Prepared for the landowners,
citizens, and local governments of the
Mississippi River St. Cloud Watershed

CLEAN WATER LAND & LEGACY AMENDMENT

Acknowledgments

MISSISSIPPI RIVER ST. CLOUD WATERSHED ONE WATERSHED, ONE PLAN PARTNERS

- Benton County
- Benton Soil and Water Conservation District
- Meeker County
- Meeker Soil and Water Conservation District
- Mille Lacs Soil and Water Conservation District
- Sherburne County
- Sherburne Soil and Water Conservation District
- Stearns County
- Stearns Soil and Water Conservation District
- Wright County
- Wright Soil and Water Conservation District

STATE AGENCIES

- Minnesota Board of Water and Soil Resources
- Minnesota Department of Agriculture
- Minnesota Department of Health
- Minnesota Department of Natural Resources
- Minnesota Environmental Quality Board
- Minnesota Pollution Control Agency

FEDERAL AGENCIES

- Natural Resources Conservation Service
- United States Fish and Wildlife Service

NON-PROFIT PARTNERS

- The Nature Conservancy

COMMUNITY AND CITIZEN REPRESENTATIVES

- Amy Robak-Bruce
- Brian Kaschmitter
- Bruce Hall
- Chris Klein
- Cole Petroske
- Elizabeth Leitch-Sell
- Gwen Williams
- Jake Scherer
- Jim Beck
- Kathy Jonsrud
- Lisa Vollbrecht
- Mario Frucci
- Mary Wetter
- Nick Peterson
- Scott Ruiter
- Stephen Simones
- Terrance Vander Eyk
- Tom Janski

FACILITATED AND WRITTEN BY

- ISG

Disclaimer

All maps included in the Plan are neither a legally recorded map nor a survey and is not intended to be used as one. This drawings are a compilation of records, information, and data located in various city, county, and state offices and other sources affecting the area shown and is to be used for reference purposes only. Plan partners are not responsible for any inaccuracies herein contained. If discrepancies are found, please contact the Mississippi River St. Cloud Watershed Coordinator.

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Acronyms + Glossary



DRAFT
November 1, 2024 10:17 AM

Acronyms + Glossary

ACRONYMS

Acronym	Definition
1W1P	One Watershed One Plan
ACPF	Agricultural Conservation Planning Framework
AIS	Aquatic Invasive Species
AUID	Assessment Unit Identification Number
BMP	Best Management Practice
BWSR	Board of Water and Soil Resources
CAC	Citizen Advisory Committee
CAFO	Confined Animal Feedlot Operations
CD	County Ditch
CIP	Capital Improvement Project
CREP	Conservation Reserve Enhancement Program
CRP	Conservation Reserve Program
CRWD	Clearwater River Watershed District
CWMP	Comprehensive Watershed Management Plan
DEM	Digital Elevation Model
DFC	Desired Future Condition
DNR	Department of Natural Resources (Minnesota)
DU	Ducks Unlimited
DWSMA	Drinking Water Supply Management Area
EPA	Environmental Protection Agency
EQIP	Environmental Quality Incentives Program
FEMA	Federal Emergency Management Agency
FIRM	Flood Insurance Rate Maps
FSA	Farm Service Agency
GIS	Geographic Information Systems
GPR	Groundwater Protection Rule
GRAPS	Groundwater Restoration and Protection Strategies
HAB	Harmful Algal Bloom
HSPF	Hydrologic Simulation Program—Fortran
HUC	Hydrologic Unit Code
IBI	Index of Biological Integrity
JPA	Joint Powers Agreement
JPE	Joint Powers Entity
LGU	Local Government Unit
LiDAR	Light Detection and Ranging
LSOHC	Lessard-Sams Outdoor Heritage Council
LSP	Landscape Stewardship Plan
MAWQCP	Minnesota Agricultural Water Quality Certification Program
MDA	Minnesota Department of Agriculture
MDH	Minnesota Department of Health
MDM	Multipurpose Drainage Management
MGS	Minnesota Geological Survey

DRAFT
November 1, 2024 10:17 AM

Acronym	Definition
MOA	Memorandum of Agreement
MPCA	Minnesota Pollution Control Agency
MRSCWP	Mississippi River St. Cloud Watershed Partnership
MS4	Municipal Separate Storm Sewer System
MSHA	Minnesota Stream Habitat Assessment
MUHELCL	Map Unit Highly Erodible Land Classification
NGO	Non-Governmental Organization
NLCD	National Land Cover Database
NOAA	National Oceanic and Atmospheric Administration
NPDES	National Pollutant Discharge Elimination System
NRBG	Natural Resources Block Grant
NRCS	Natural Resources Conservation Service
NWI	National Wetland Inventory
NWS	National Weather Service
O&M	Operation and Maintenance
PC	Policy Committee
PF	Pheasants Forever
RIM	Reinvest in Minnesota
SAM	Scenario Application Manager
SC	Steering Committee
SSTS	Subsurface Sewage Treatment System
SWA	Subwatershed Assessment
SWCD	Soil and Water Conservation District
TAC	Technical Advisory Committee
TMDL	Total Maximum Daily Load
TN	Total Nitrogen
TNC	The Nature Conservancy
TP	Total Phosphorus
TSP	Technical Service Provider
TSS	Total Suspended Solids
µg/L	Micrograms per Liter
UMN	University of Minnesota
USACE	United States Army Corps of Engineers
USDA	United States Department of Agriculture
USFS	United States Forest Service
USFWS	United States Fish and Wildlife Service
USGS	United States Geological Survey
WASCOB	Water and Sediment Control Basin
WBIF	Watershed-Based Implementation Funding
WCTSA	West Central Technical Service Area
WD	Watershed District
WHAF	Watershed Health Assessment Framework
WMO	Watershed Management Organization
WRAPS	Watershed Restoration and Protection Strategy

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GLOSSARY

Term	Definition
Best Management Practice	Structural and nonstructural practices and methods that can be used in both agricultural and urban settings that decrease runoff, erosion, and pollutants in order to improve and protect water quality, soil health, habitat, and natural resources.
Desired Future Condition	The long-term outcome or goal; the attributes (water quality, water availability, habitat quality) the Partnership is striving to attain, regardless of the time frame. The desired future condition (DFC) sets the direction for planning and future management. It should be described for priority water resources and reflect stakeholder interests.
Emerging Issue	A concern that lacks the detailed information that is necessary to assess the current or imminent impact to the resources in the Watershed.
Hydrologic Unit Code (HUC)	A Hydrologic Unit Code (HUC) is assigned by the USGS for each watershed. HUCs are organized in a nested hierarchy by size. For example, the Upper Mississippi River Basin is assigned a HUC-4 of 0701.
HSPF (Hydrological Simulation Program – FORTRAN)	A model for simulation of watershed hydrology and water quality for pollutants.
Impairment	The specific component of a waterbody that is not meeting state water quality standards, such as aquatic life, aquatic recreation, and aquatic consumption.
Index of Biological Integrity (IBI)	A way of measuring the fish and aquatic macroinvertebrates in the water body. The measurement is a scale of 0 to 100, with 0 being the lowest quality and 100 being the highest quality.
Indicator	A metric, benchmark, or measuring stick used to determine progress towards goals. In some cases, when a metric is not clear or feasible, the indicator might be the number of inputs or outputs themselves.
Judicial Ditch	A ditch that crosses county lines.
Measurable Goal	The 10-year Plan goal; the quantifiable change in resource condition expected after implementation of the 10-year Plan. The measurable goal should relate to the DFC, and express what percent of progress toward the DFC is intended to be made during the Plan period.
Objective	A general result that a person or local government aims to achieve, relative to a specific issue, within a time frame and with available resources.
Outcome	The specific result of an implementation activity. Collectively, the outcomes from Plan activities should achieve the stated measurable goals. Outcomes may also express changes in knowledge or behavior which lead to actions that contribute to measurable goals.
Output	Countable projects, activities, services, or products. These are often referred to as 'widgets' and are the countable items that are useful for tracking the steps towards achieving the goals. Outputs are not goals in and of themselves because they do not quantify a change in the resource condition.

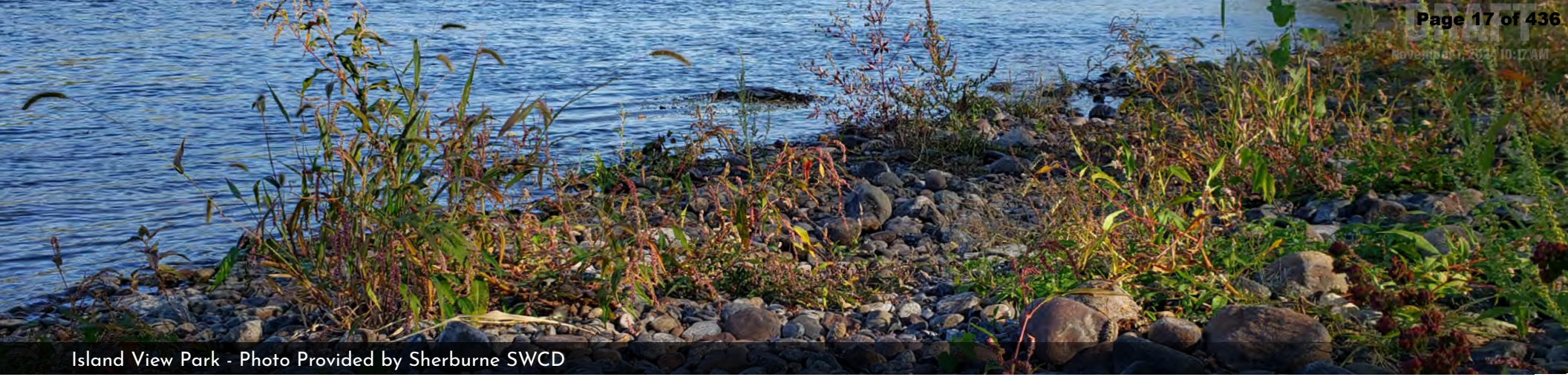
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Term	Definition
Prioritize	Determining the relative importance and precedence of the resources and issues in the Watershed.
Priority Issue	The agreed upon concern that is identified as a focus of the Plan through an evaluation and ranking process.
Protect (Management Focus)	A minor or subwatershed where the natural resources are generally in good condition, risks to natural resources are low, and the management focus is to maintain and increase protection levels with strategies, such as private forest stewardship and conservation easements.
Protected	Land uses including public lands, public waters, wetlands on private lands, buffers required through the buffer law, easements, other conservation lands, Sustainable Forest Incentive Act (SFIA) that have a high conservation value and should not be altered.
Protection	This term is used to characterize actions taken to maintain or improve conditions and beneficial uses of waterbodies not known to be impaired.
Restoration	This term is used to characterize actions taken in watersheds to improve conditions, and in impaired watersheds to eventually meet water quality standards and achieve beneficial uses of the waterbodies.
Resource	A natural, economic, biotic, aesthetic, or similar asset. Resources are generally considered something that can be 'managed' and are generally broad, such as surface water or groundwater.
Resource Concern	A physical, biological, chemical, or geological subset or component of a natural feature. Resource concerns are typically a refinement of a resource. For example, the resource surface water can be refined into several resource concerns, including streams, lakes, rivers, and wetlands.
Resource Goals	Specific achievements related to an individual resource need.
Source (or Pollutant Source)	This term is distinguished from 'stressor' to mean only those actions, places or entities that deliver/discharge pollutants (e.g., sediment, phosphorus, nitrogen, pathogens).
Strategy	A chosen approach that a person or local government implements to meet the objective.
Stressor (or Biological Stressor)	This is a broad term that includes both pollutant sources and non-pollutant sources or factors (e.g., altered hydrology, dams preventing fish passage) that adversely impact aquatic life.

Term	Definition
Target	There are three facets to targeting implementation activities: » Activity type » Timing » Location **ACTIVITY TYPE** The Best Management Practices (BMPs), conservation practices, outreach and education, monitoring, technical assistance or other action that will be the most effective in addressing the prioritized issues. **TIMING** The scheduling of implementation activities across the 10-year Plan period, based on which priority issues will be addressed in which order. **LOCATION** The area where a specific activity will be implemented to address a priority issue. Sometimes, the location of the implementation activity will not be the same location of the priority resource that is being addressed. For instance, reducing sediment concentrations in the main stem of a river may require actions to be taken at the headwaters of minor watersheds.
Total Maximum Daily Load (TMDL)	The amount of a particular pollutant that a body of water can handle without violating state water quality standards.
Watershed	A land area that channels rainfall and snowmelt to a particular outflow point, such as a creek, stream, river, lake, bay, or the ocean.
WRAPS (Watershed Restoration and Protection Strategy)	A watershed approach to restoring and protecting Minnesota's rivers, lakes, and wetlands implemented by the Minnesota Pollution Control Agency on a 10-year cycle (https://www.pca.state.mn.us/water/watershed-approach-restoring-and-protecting-water-quality).



Executive Summary



Island View Park - Photo Provided by Sherburne SWCD

Executive Summary

INTRODUCTION

The Mississippi River St. Cloud Comprehensive Watershed Management Plan (Plan) is a unifying water management strategy for the Mississippi River St. Cloud Watershed (Watershed). It was developed and will be implemented by local government units across the Watershed (Partnership), as well as their partners from state and federal agencies, non-profit organizations, citizens, and other stakeholders. The Plan focuses on restoring impaired waters and habitats, protecting high quality water resources and habitat, and protecting groundwater quality through holistic management.

For Planning purposes, the Board of Water and Soil Resources (BWSR) established Planning Boundaries, based on watershed hydrologic boundaries. At the beginning of the Planning process, a detailed review of the boundary found that a small area of Sherburne County, approximately 175 acres, is not covered by the Mississippi River St. Cloud Watershed Planning boundary. For planning and implementation purposes, the Mississippi River St. Cloud Policy Committee requested that BWSR approve the addition of this area as a part of the Mississippi River St. Cloud Watershed. This request was approved. Maps have not been recreated to accommodate this change. Figure 0.1 shows this area in relation to the rest of the Watershed.

Vision Statement

To align the planning process with the intent of the Partners, a vision statement was developed during the early stages of planning. The vision statement of the Partnership is:

Collaborating to conserve, improve, and achieve measurable progress toward natural resource goals in our shared watershed.

PLANNING TERMINOLOGY

A set of terminology was adopted at the beginning of the planning process to ensure consistency and application of planning terms. The terminology and definitions are included in the glossary and used throughout this Plan. Terms adopted include, but are not limited to, **Target, Outcome,** and **Measurable Goal.**

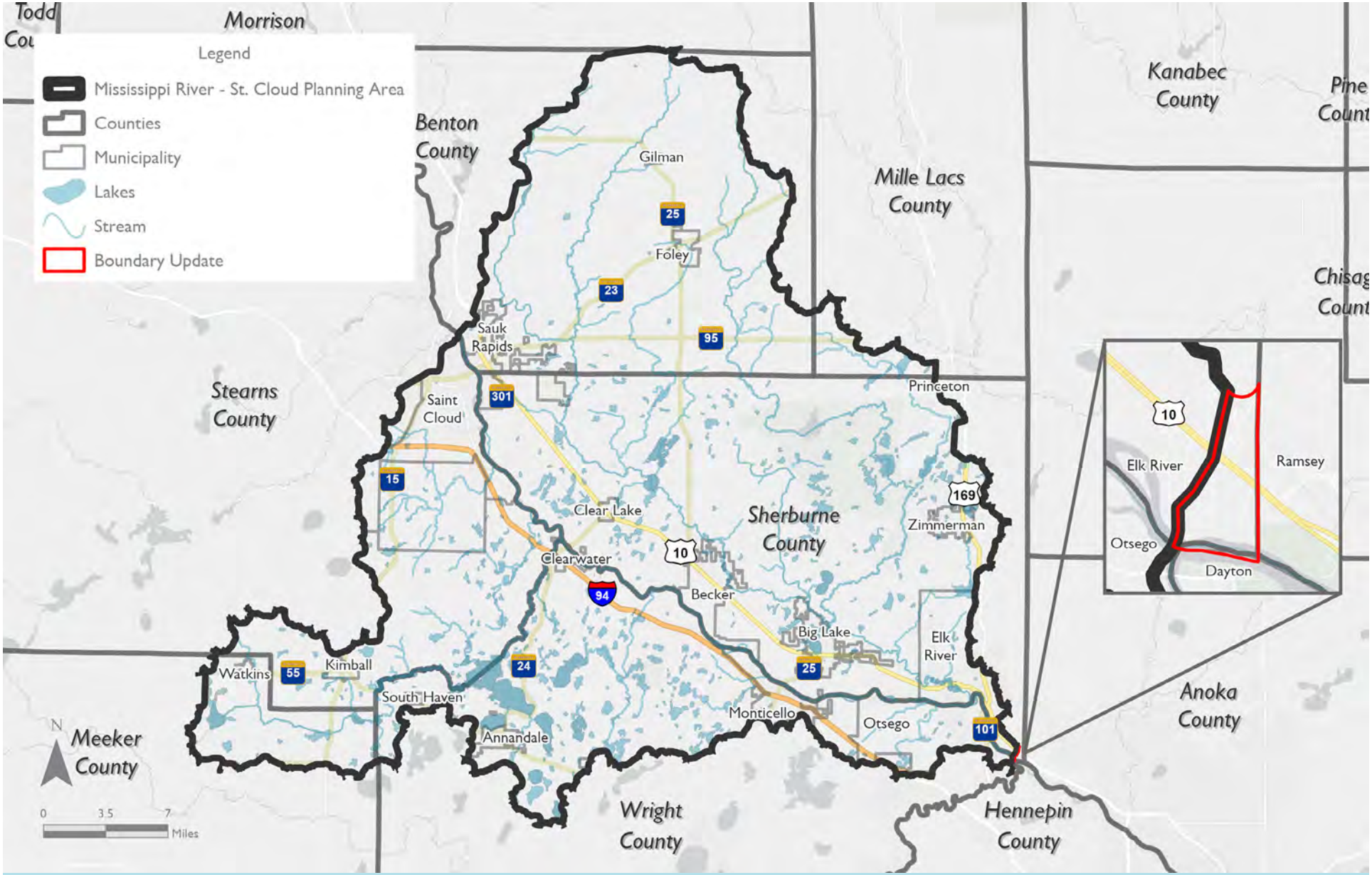


Figure 0.1 Overview of the Planning Area for the Mississippi River St. Cloud Watershed

COUNTIES IN THE WATERSHED

- Benton
- Meeker
- Mille Lacs
- Sherburne
- Stearns
- Wright

PRIMARY TRIBUTARIES TO THE MISSISSIPPI RIVER

- Battle Brook
- Clearwater River
- Elk River
- Johnson Creek
- Otsego Creek
- Plum Creek
- Rice Creek
- Silver Creek
- Snake River
- St. Francis River

0.1 PLANNING AREA OVERVIEW

The Planning Area (Watershed) includes portions of Benton, Meeker, Mille Lacs, Sherburne, Stearns, and Wright counties. In addition to the Mississippi River, the primary tributaries within the watershed include Battle Brook, Elk River, Rice Creek, St. Francis River, and Snake River. The Watershed is **1,080 square miles (691,200 acres)** and is located in central Minnesota. The Watershed is predominately agricultural land use, although **24 municipalities** are entirely or partially located within the Watershed.

0.2 PLANNING MANAGEMENT ZONES

For planning purposes, the Watershed has been divided into seven management zones (Figure 0.2). These zones were developed during the planning process by dividing the overall HUC-8 watershed into smaller subwatersheds that share similar physical, social, and environmental characteristics, and adjusted to align with the Mississippi River. These zones were developed to make the process of developing implementation tables and future work plans more focused and manageable.



Elk River - Photo Provided by Benton SWCD

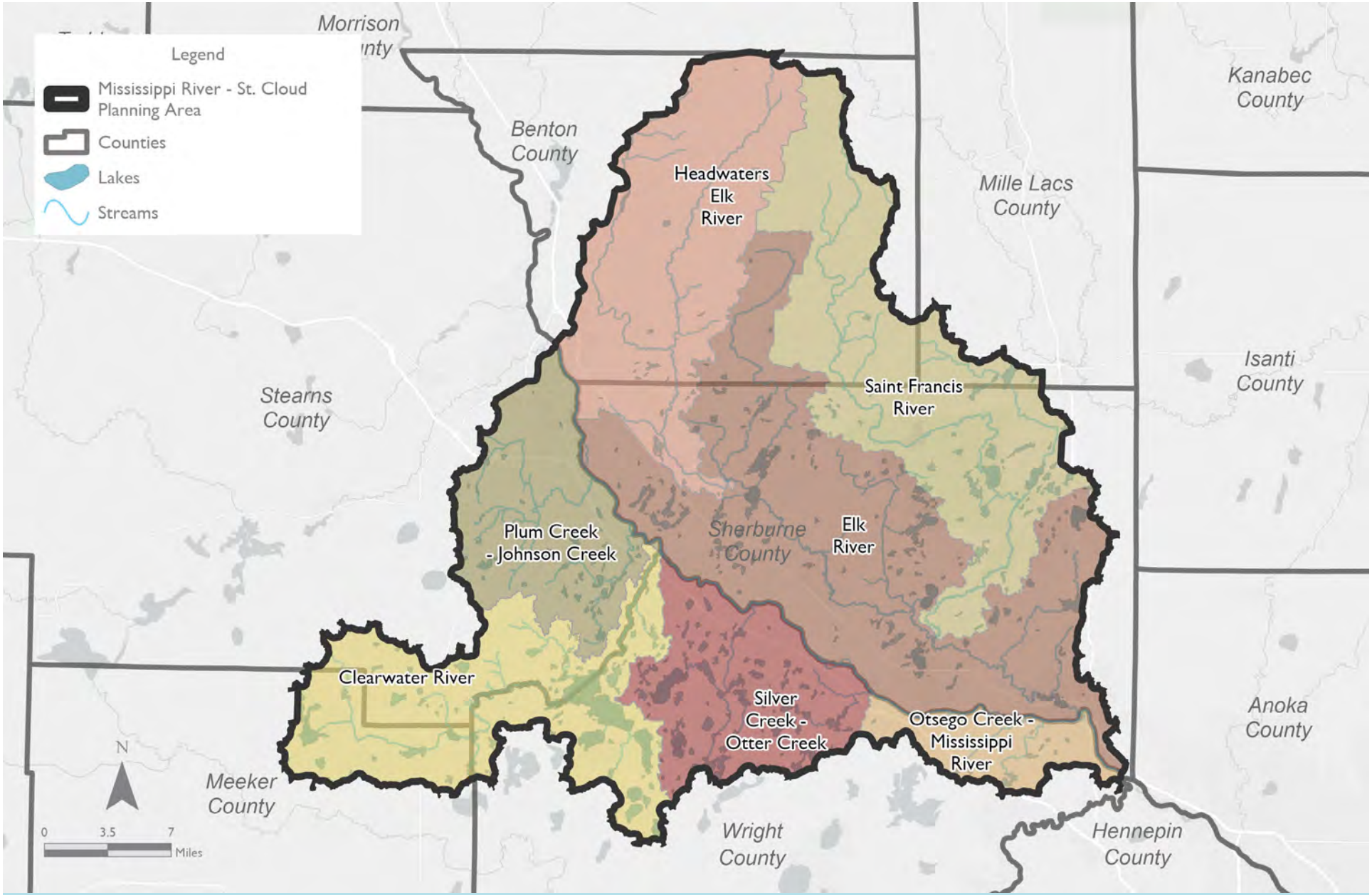


Figure 0.2 Mississippi River St. Cloud Planning Management Zones

PLANNING PARTNERS

Benton SWCD and Benton County

Meeker County SWCD and Meeker County

Mille Lacs SWCD

Sherburne SWCD and Sherburne County

Stearns SWCD and Stearns County

Wright SWCD and Wright County

0.3 PARTICIPATING LOCAL GOVERNMENTS

The local government units (LGUs) involved in managing the watershed resources recognized that the Minnesota Board of Water and Soil Resources (BWSR)'s One Watershed, One Plan (1W1P) program provided a unique opportunity to develop a management plan that unifies and accelerates the restoration of degraded resources and protection of high-quality resources. The planning partners recognized the need to increase coordination, reduce potential duplication of activities, and provide greater assurances for meeting goals and measurable outcomes.

The LGUs involved at the Steering Committee (SC) level include:

- Benton Soil and Water Conservation District (SWCD)
- Benton County
- Meeker County SWCD
- Meeker County
- Mille Lacs SWCD
- Sherburne SWCD
- Sherburne County
- Stearns County SWCD
- Stearns County
- Wright SWCD
- Wright County

Mille Lacs County opted not to participate in the planning process, but was included on correspondence from the Partners throughout the planning process.

Morrison County and SWCD make up a very small portion of the Watershed. Both LGUs were invited to participate in the 1W1P grant application and planning process, but opted not to due their small area within the Watershed. These LGUs were included on correspondence throughout the planning process.

The Clearwater River Watershed District (CRWD) is also located within the planning area, and will continue to implement their own Comprehensive Watershed Plan that was developed for the years 2021 to 2030. Since the CRWD has a Comprehensive Watershed Plan that they have developed, they opted not to participate in the MRSC planning process as a committee member. The CRWD did, however, provide insight and feedback to the Plan development upon request throughout the planning process.

The City of St. Cloud took an active role in the planning process by participating as a technical expert on the Technical Advisory Committee (TAC).



The MRSC 1W1P planning team (Partnership) was established and worked collaboratively to develop and submit a response to a BWSR-generated Request for Interest. Upon BWSR nomination and funding approval, the collaborative arrangement was formalized through a Memorandum of Agreement (MOA) and subsequent bylaws that were approved by the Policy Committee (PC).

The local governments that entered into the Memorandum of Agreement include:

- Benton SWCD
- Benton County
- Meeker County SWCD
- Meeker County
- Mille Lacs SWCD
- Sherburne SWCD
- Sherburne County
- Stearns SWCD
- Stearns County
- Wright SWCD
- Wright County

Figure 0.3 shows the jurisdictional boundaries in the Watershed.

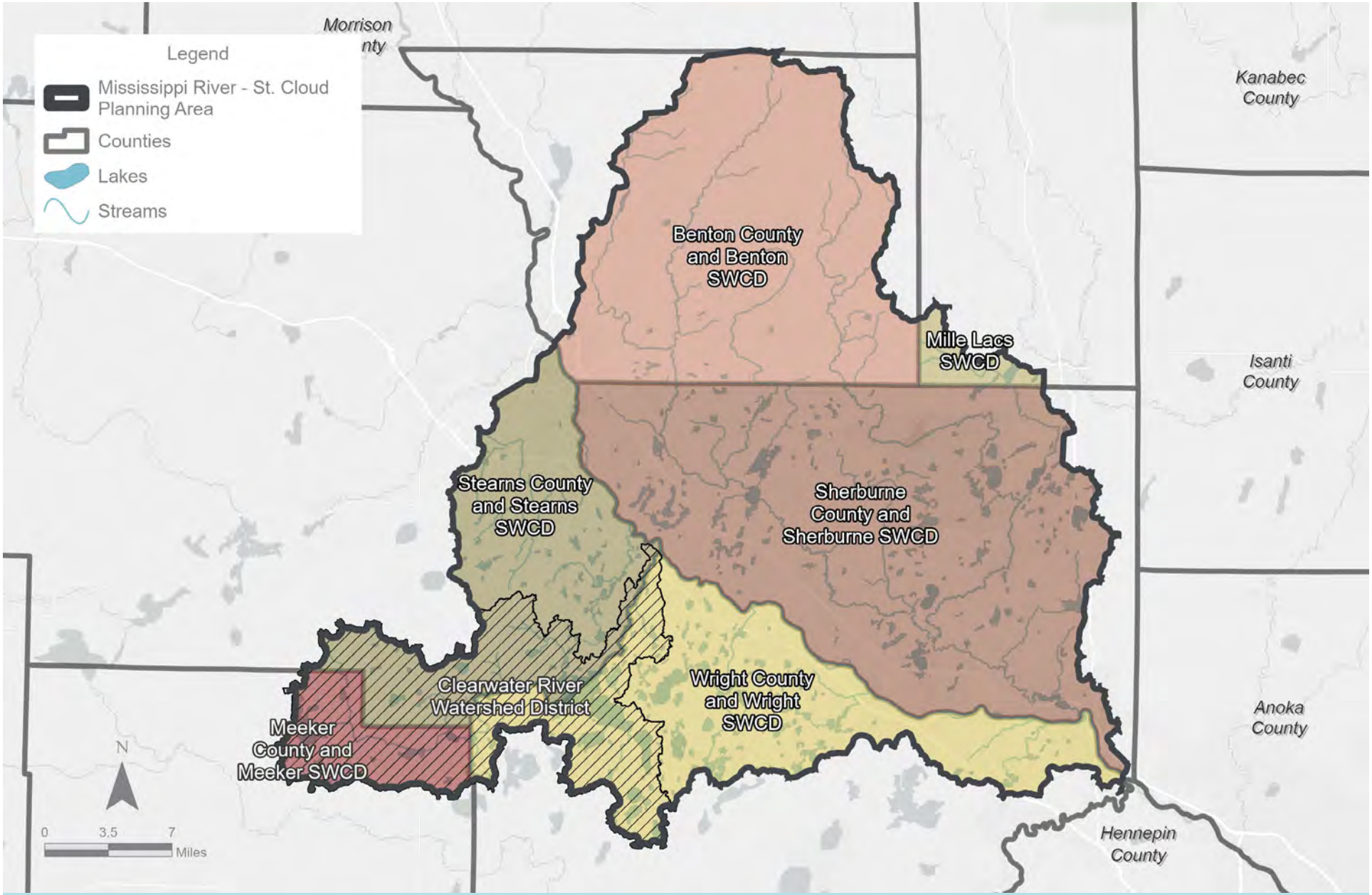


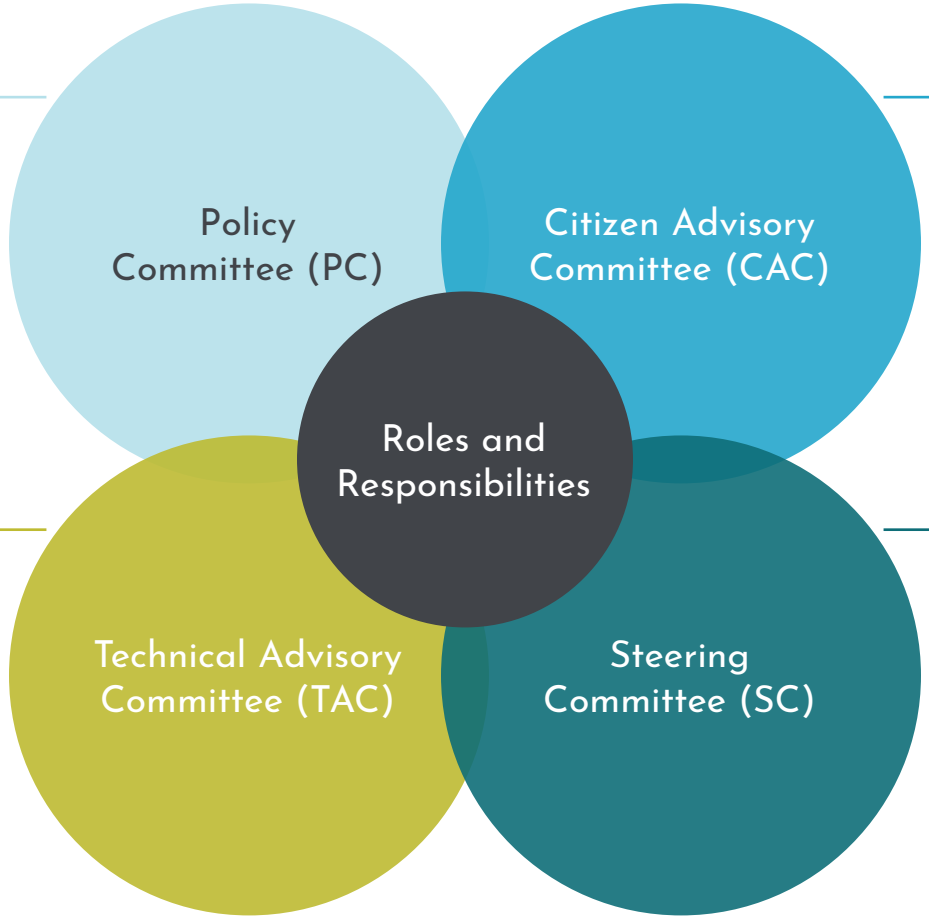
Figure 0.3 Jurisdictional Boundaries within the Mississippi River St. Cloud CWMP

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0.4 ROLES AND RESPONSIBILITIES

The development of the Plan was a collaborative effort by all members of the Partnership. Four committees: Technical Advisory Committee (TAC), Steering Committee (SC), Policy Committee (PC), and Citizen Advisory Committee (CAC), were established to facilitate the creation of plan content as well as manage day-to-day operations. Committee membership is detailed in Appendix A.

Elected and appointed officials that joined the Memorandum of Agreement for the planning process representing each partnering LGU. Vote to formally approve content that is sent to local boards for final approval.

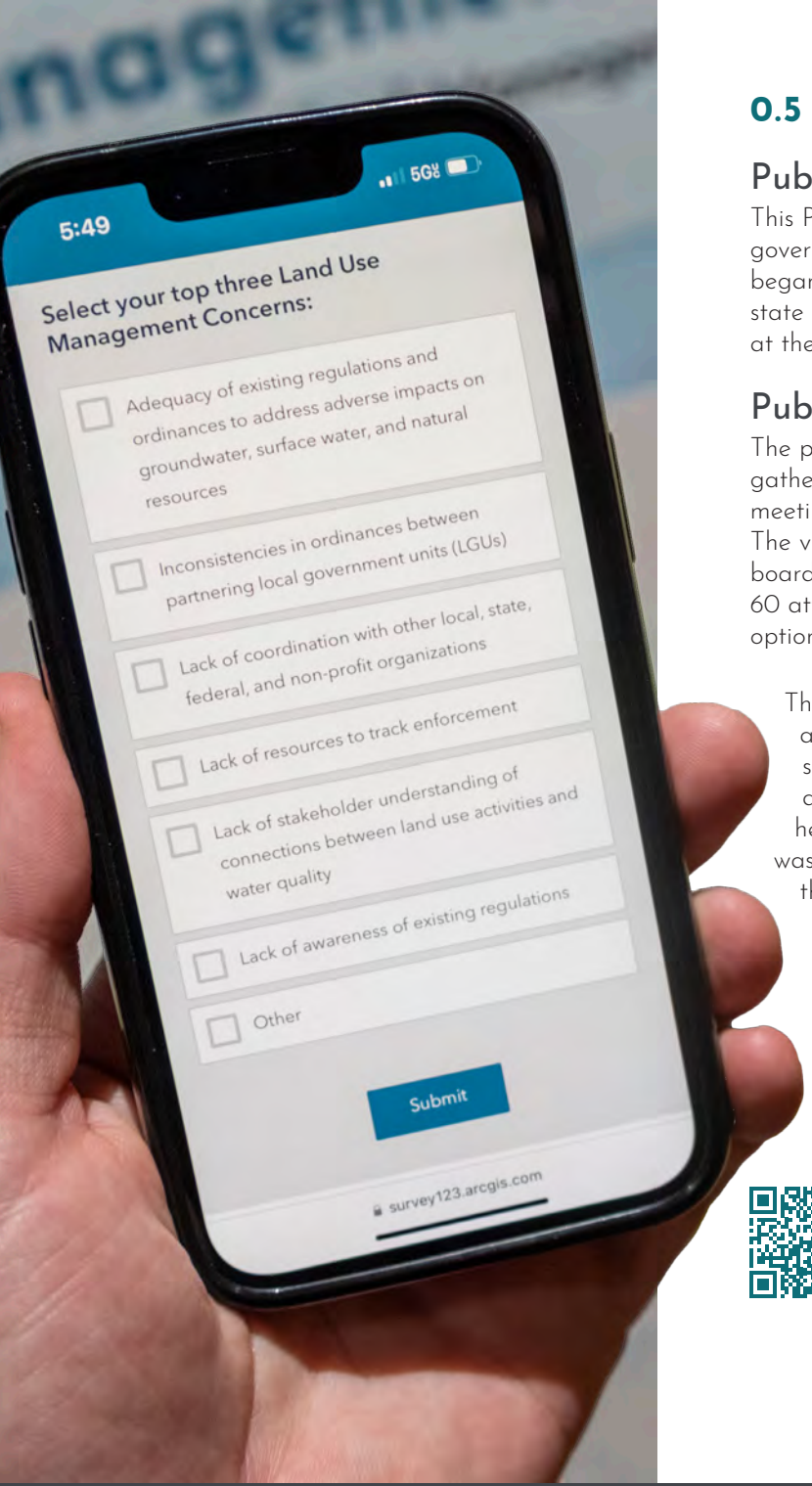


Comprised of representatives from local government offices such as county highway staff, water resource and environmental groups and agricultural groups.

Comprised of SC members, staff from partnering state agencies, federal agencies, non-profit organizations, and watershed districts.

Responsible for reviewing the materials developed by the SC and providing feedback and content suggestions.

Comprised of staff representatives from each of the LGUs in the MOA. Responsible for overall guidance for developing the Plan content including the priorities, implementation plan, implementation programs, and funding.



0.5 COMMUNITY ENGAGEMENT

Public Notices

This Plan is governed by Minnesota Statute 103B, and public notices were published in each local government's designated legal newspaper. The official 60-day plan kickoff public notice and comment period began on November 30, 2022 and ended on January 30, 2023. Eight comment letters were received from state and local government stakeholders (see Appendix B). A final public notice and comment period was held at the end of the Planning process.

Public Input

The public engagement process included one kickoff meeting at the beginning of the planning process that gathered input from community members and stakeholders. The kickoff meeting consisted of one in-person meeting, held January 31, 2023, and engagement session as well as a corresponding virtual open house. The virtual version of the kickoff meeting mirrored the format of the in-person meeting, containing poster boards with information and questions for attendees to answer. The in-person meeting hosted approximately 60 attendees and allowed for detailed conversations to occur between attendees and staff, while the virtual option featured flexibility with busy schedules and was available for several weeks.

The information gathered from the kickoff meeting and corresponding virtual open house was used as a starting point for developing a list of priority issues and concerns that were later aggregated and used to help inform the Plan. To ensure that community input was adequately captured and incorporated into the Plan, the Partnership also developed a Citizen Advisory Committee (CAC) that met several times throughout the planning process to review draft plan content and provide feedback. Adjustments to the Plan framework were made as needed to further incorporate the feedback received.



Virtual Open House
bit.ly/mrsc-watershed-openhouse

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0.6 PLAN DEVELOPMENT AT A GLANCE

Figure 0.4 represents the process of gathering, refining, and prioritizing issues, resources, and implementation actions related to watershed management throughout the planning process.

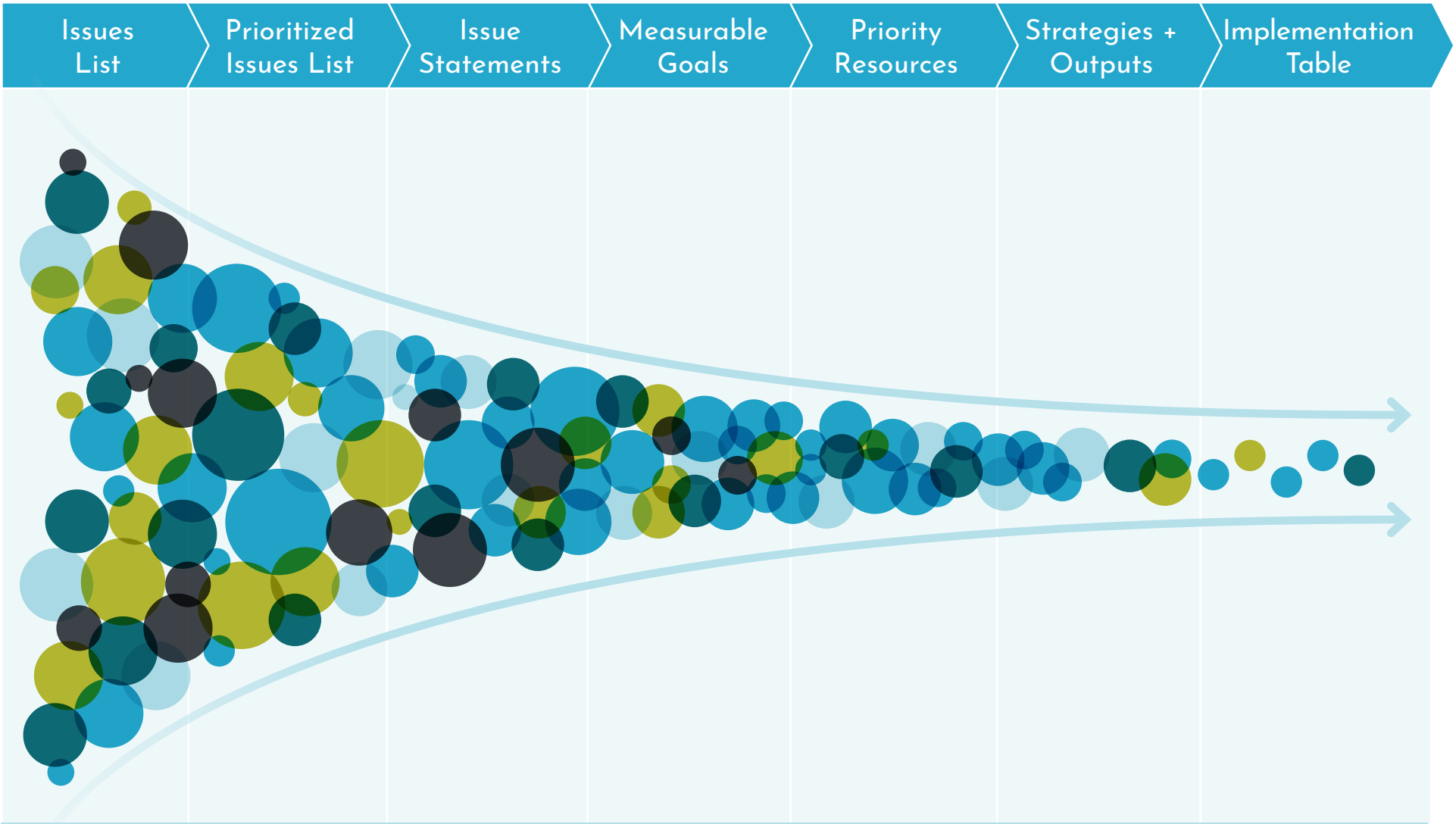
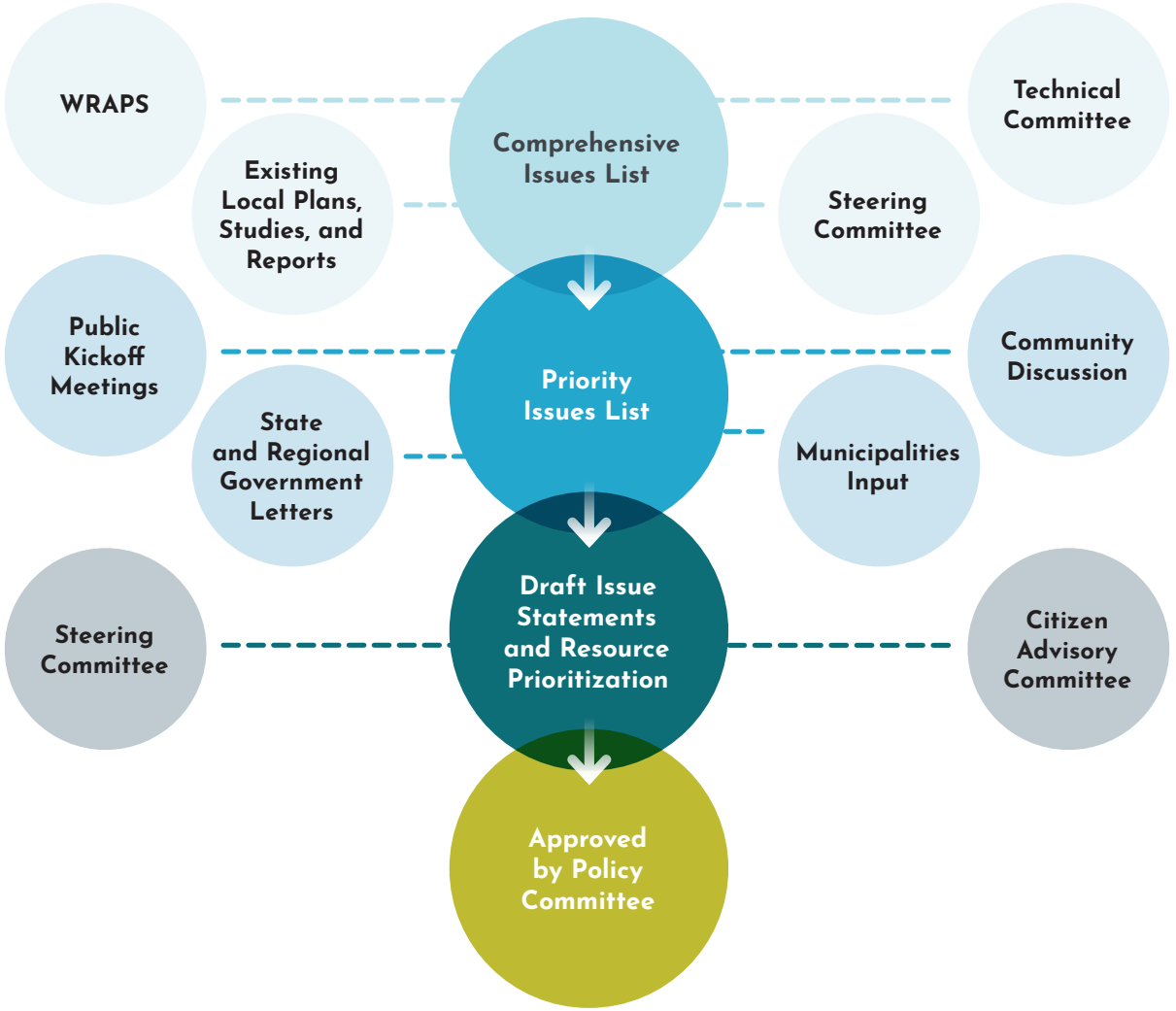


Figure 0.4 CWMP Refinement Process

0.7 ISSUE PRIORITIZATION

The issues for the Plan were generated and prioritized with input from the public, SC, TAC, PC, CAC, and state agencies, along with the data aggregated from existing local management plans and studies. A graphical representation of the issue prioritization process, along with the primary sources of input at each stage in the process is shown in Figure 0.5.

Figure 0.5 Priority Issue Identification Process

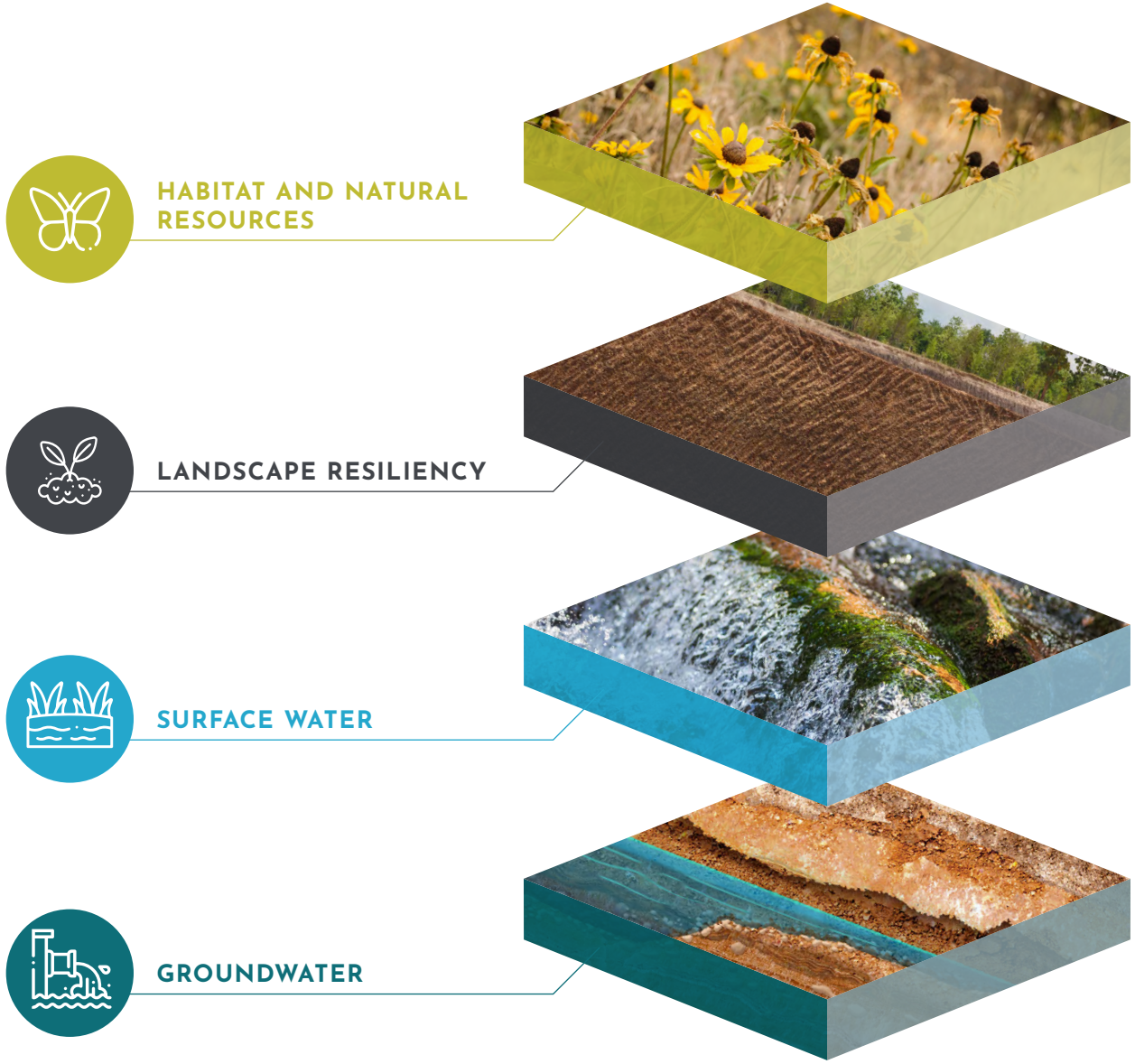


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0.8 RESOURCE CATEGORIES

One of the first steps of the planning process was data aggregation. This process involved the review of all existing natural resource plans, studies, and related documents within the watershed and compiling priorities and key takeaways from each document. Comments from the public, state agencies, local units of government, and other interested parties were also reviewed and incorporated into this process, along with the input received from the public kickoff meeting. All the comments and data gathered during the data aggregation process were grouped according to the type of resource the data addressed, resulting in **517 data points**. There were three broad resource types: surface water, groundwater, and natural resources and habitat.

Detailed review of the resource categories and known watershed issues identified a gap in adequately addressing landscape resiliency, specifically as it relates to soil health. As a result, the committees added landscape resiliency as an issue category within the Plan. Categories that contained fewer concerns and were therefore not directly considered resource categories, but were still worth mentioning, included land use management; data, studies, and monitoring; and quality of life. Within each resource type, data were categorized according to major themes, such as the quality or quantity of the resource. Finally, each comment and data point was further classified as a **value, concern, or strategy**. The **values** and **concerns** for each resource category were considered in drafting the issue statements. **Strategies** were considered as means to address the issue statements after the preliminary goals were established.



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Table 0.1 Priority Issues

Issue	Concern
Surface Water	Pollutant Runoff
	Altered Hydrology
	Internal Load Processes
Groundwater	Groundwater Quantity
	Groundwater Quality
Habitat and Natural Resources	Restoration, Protection, Preservation
Landscape Resiliency	Soil Health

0.9 PRIORITY ISSUE STATEMENTS AND MEASURABLE GOALS

Issue Statements

To develop priority issue statements, draft statements for each of the ranked issue categories and associated top concerns were presented to the TAC for review and refinement. Seven issue statements were drafted, one for each of the following categories:

- **Surface Water** – Pollutant Runoff
- **Surface Water** – Altered Hydrology
- **Surface Water** – Internal Lake Processes
- **Groundwater** – Quality
- **Groundwater** – Quantity
- **Habitat and Natural Resources** – Restoration, Protection, and Preservation
- **Landscape Resiliency** - Soil Health

Priority resources were also identified. Priority surface water resources are shown in Figure 0.7.

Measurable Goals

Goals were established for each issue statement to guide the development of strategies and implementation action items. A review of information from the last 10 years within the Minnesota Pollution Control Agency (MPCA)'s visual analytics platform, Tableau, was completed to compile a draft list of strategies and implementation actions, along with a baseline level of effort for each of the respective practices. This list was reviewed, along with the issue statements, to determine what additional strategies and implementation actions were needed to fully address the priority issue statement goals. This process led to a final list of strategies and implementation actions that would be used to develop the measurable outcomes.

The Hydrologic Simulation Program–Fortran (HSPF) watershed model provided the SC with the necessary information to simulate the impacts of their selected implementation actions and develop numeric, measurable outcomes. Existing and desired level of effort was used for measurable outcomes that lack appropriate models or studies to quantify, such as outreach and education and groundwater quality actions. Once the implementation tables were assembled, the goals and measurable outcomes were refined to better align with the anticipated level of effort and expected funding levels for each action item, creating measurable outcomes that challenge the partners but also are achievable. Details for each priority issue and targeting approach are provided in Chapters 3 and 4.

SURFACE WATER

Table 0.2 Surface Water Issue 1: Pollutant Runoff

Surface Water Issue 1: Pollutant Runoff	
Issue Statement	Surface waters threatened or impaired by pollutants result in damaging impacts to the environment, economy, and quality of life.
Desired Future Condition	Surface waters across the Watershed have a healthy and thriving environment that supports aquatic life, drinking water consumption, and human recreation.
Measurable Goals	
Goal 1	Delist 10 waterbodies from the state's impaired waters list.
Goal 2	No new nutrient impairments on priority protections waterbodies.
Goal 3	Achieve *E.coli* reductions in priority restoration streams through completing » 9,800 new acres Soil Health Practices » 111,900 feet Ag BMPs » 40 Ag BMPs (unit = each) » 81 Subsurface Sewage Treatment System (SSTS) Improvement/Replacements
Goal 4	Reduce watershed pollutant runoff by 2,210 tons per year (8%) of sediment and 11,430 pounds per year (8%) of phosphorus.* **Pollutant load reductions equal the cumulative in-reach reductions calculated at the outlet of each HSPF watershed and corrected for upstream contributions.*
Goal 5	Reduce total phosphorus loading to priority lakes by 8,700 pounds per year.

Table 0.3 Surface Water Issue 2: Altered Hydrology

Surface Water Issue 2: Altered Hydrology	
Issue Statement	Altered hydrology changes the timing, flow rate, and volume of water delivered downstream negatively impacting the environment (stream stability, pollutant loading), economy (risk of flooding, drainage system maintenance), and quality of life (flooding and recreation).
Desired Future Condition	The Watershed has achieved a balanced surface water hydrologic regime with timing and volume of water delivered downstream supporting human activity and the ecological functioning of riparian areas and aquatic habitats.
Measurable Goals	
Goal 1	Reduce the magnitude of high stream flows by storing 5,200-acre feet of water in the Watershed.
Goal 2	Address altered hydrology related stream stability issues through 25,750 linear feet of BMPs.
Goal 3	Reduce flooding impacts in developed areas by implementing 108 stormwater BMPs.

SURFACE WATER

Table 0.4 Surface Water Issue 3: Internal Load Processes

Surface Water Issue 3: Internal Load Processes	
Issue Statement	Surface waters are impaired by: » Internal cycling of sediment » Recreational activities » Nutrient release » Invasive species
Desired Future Condition	Internal nutrient cycling and disturbance of bottom sediments are properly managed for phosphorus in lakes throughout the Watershed.
Measurable Goals	
Goal 1	Complete feasibility studies and/or lake management plans to address potential internal nutrients on 11 waterbodies.
Goal 2	Achieve 60% reduction of internal phosphorus budget in 5 waterbodies through internal nutrient source management. Potential lakes include: » Fremont » Briggs » Indian » Rush » Fish » Mink » Julia » Somers » Eagle Reduction is an average of the reductions provided for each lake. This list does not include lakes with feasibility studies planned in supporting programs tables.

GROUNDWATER

Table 0.5 Groundwater Issue 1: Groundwater Quantity

Groundwater Issue 1: Groundwater Quantity	
Issue Statement	Groundwater quantity resiliency is threatened when there is an imbalance between recharge and withdrawals.
Desired Future Condition	Groundwater systems demonstrate a balanced relationship between recharge and withdrawals.
Measurable Goals	
Goal 1	No change in groundwater level based on trends from 2013-2022 (GRAPS 2024) relative to precipitation.

Table 0.6 Groundwater Issue 2: Groundwater Quality

Groundwater Issue 2: Groundwater Quality	
Issue Statement	Groundwater quality is impacted by naturally occurring processes and land use practices that degrade drinking water and surface water connections.
Desired Future Condition	Land use practices are managed sustainably to minimize adverse impacts to groundwater quality and allow safe drinking water for all people in the Watershed.
Measurable Goals	
Goal 1	Minimize groundwater source contamination by sealing 77 wells.
Goal 2	Establish 18,640 acres in a nutrient or nitrogen management federal, state, or local program.
Goal 3	Establish 41,434 acres of newly enrolled cover crop in groundwater protection priority areas.
Goal 4	Establish 38 acres of new turf management BMPs in priority areas.

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HABITAT AND NATURAL RESOURCES

Table 0.7 Habitat and Natural Resources Issue 1: Restoration, Protection, and Preservation

Habitat and Natural Resources Issue 1: Restoration, Protection, and Preservation	
Issue Statement	Restoration, Protection, and Preservation - Aquatic and terrestrial habitats are diminished due to fragmentation, degradation, and loss, which risks the stability of native species and ecosystems.
Desired Future Condition	Aquatic and terrestrial habitats are enhanced, restored, and connected with existing habitat complexes to build resiliency for native plant and animal communities in priority areas.
Measurable Goals	
Goal 1	Increase protected landscape by 23 easements in priority areas.
Goal 2	Restore landscape habitat acreage by 1,044 in priority areas.
Goal 3	Improve aquatic habitat within priority waterways through completion of 11,000 linear feet of restoration projects.
Goal 4	Restore or permanently protect 21,750 linear feet of shoreline habitat along priority waterbodies.

LANDSCAPE RESILIENCY

Table 0.8 Landscape Resiliency Issue 1: Soil Health

Landscape Resiliency Issue 1: Soil Health	
Issue Statement	Degraded soil health diminishes resiliency and limits the ecological functions of the landscape.
Desired Future Condition	Adoption of soil health practices across the Watershed that results in increased resiliency and ecological functions of the land.
Measurable Goals	
Goal 1	Implement soil health practices in each management zone as outlined in Table 3.6. *Note: Table 3.6 includes agricultural land, pastureland, and turfgrass.*
Goal 2	Demonstrate an increase in soil health adoption amongst agricultural producers in the Watershed.



KEY PROGRAMS

- Land Use Management
- Best Management Practices (BMPs) and Programs
- Education and Outreach
- Data and Studies
- Monitoring

0.10 IMPLEMENTATION ACTIONS AND PROGRAMS

The activities that will be undertaken to address the priority issues are presented in the Plan and included in the implementation tables. The existing implementation programs are detailed in Chapter 5, and the anticipated efforts for implementation actions are summarized within the implementation tables in Chapter 4. To keep implementation efforts organized, a watershed-wide table for key strategies was developed, including land use management strategies. The majority of the Best Management Practices (BMPs) and Programs; Education and Outreach; and Data, Studies, and Monitoring activities are all within the same table, but separated by management zone (Figure 0.2). This organization will allow the Partners to review all implementation efforts related to a specific area within the watershed in one table. A multiple benefit analysis was completed to assist the Partners with project selection by identifying areas where project implementation will make progress toward multiple plan goals (Figure 0.6). Tracking implementation and completion of items within the implementation tables will assist the Partnership with reporting progress towards achieving the identified measurable outcomes detailed in Chapter 3. Tracking will be completed by calculating project reductions and compiling them in a spreadsheet to develop running totals. The spreadsheet will be developed by the SC after the Plan has been adopted. The Excel file associated with the implementation tables presented in the Plan may be used as a starting point by the SC.

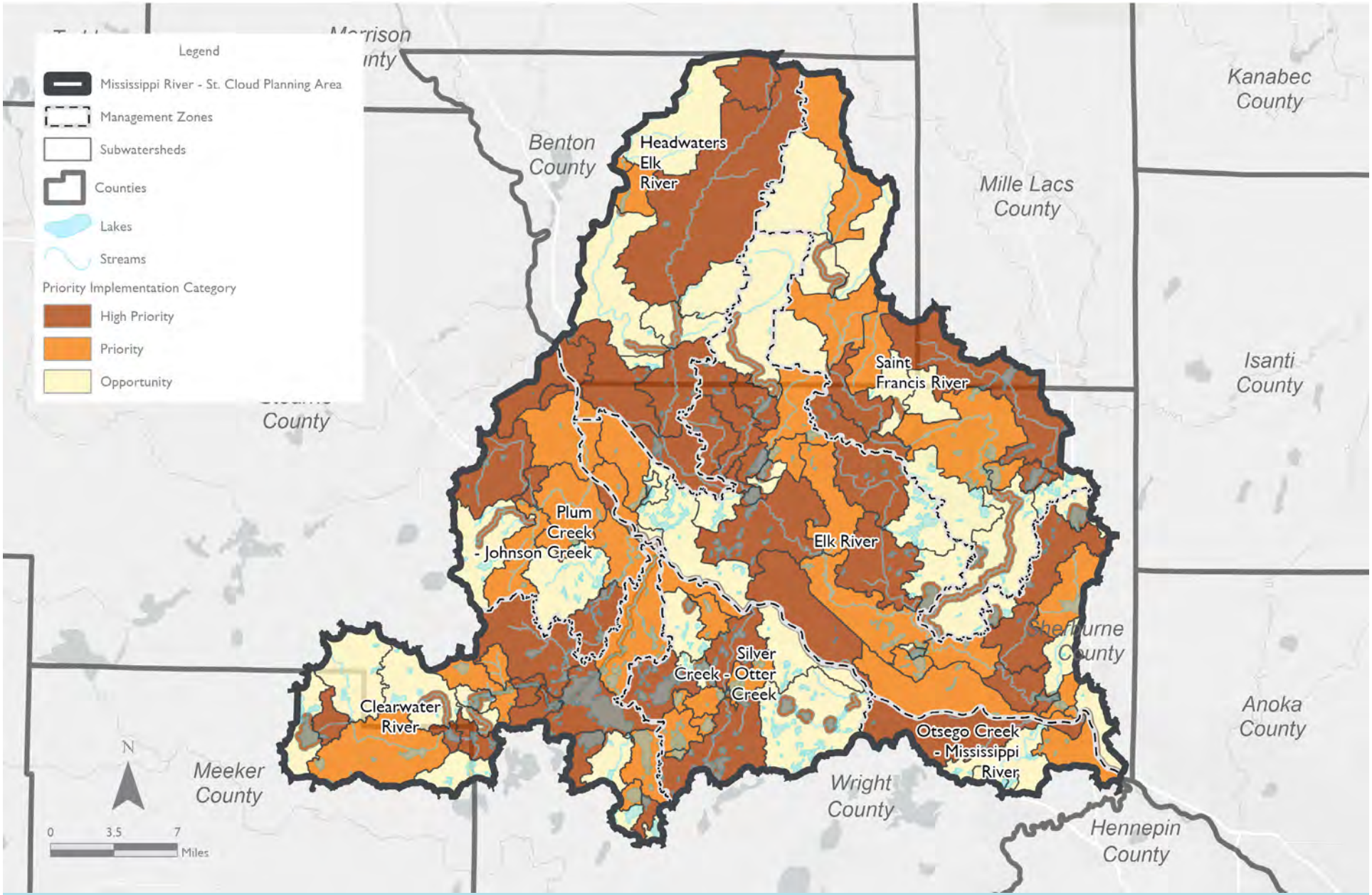


Figure 0.6 Multi Benefit Analysis

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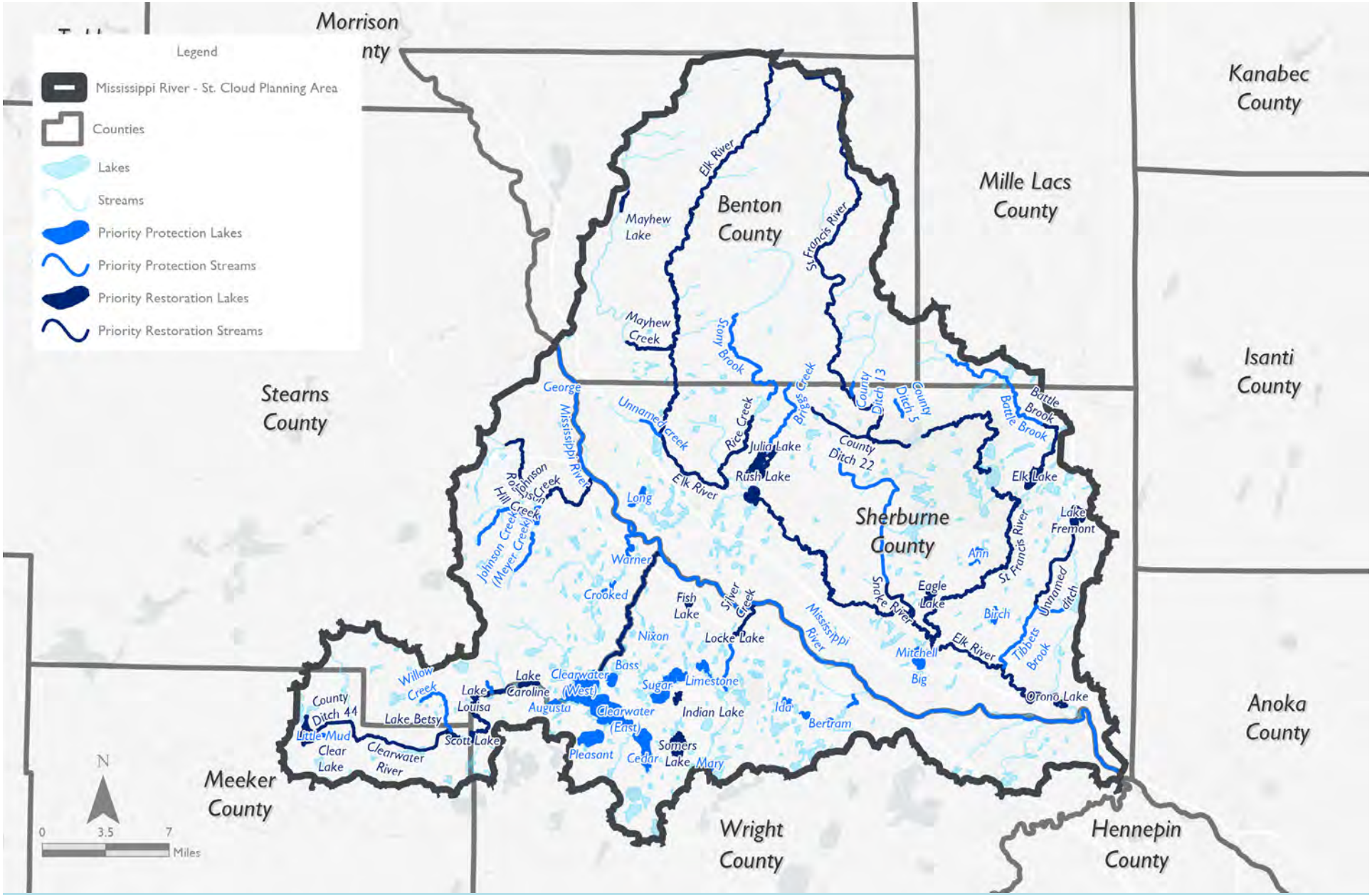


Figure 0.7 Surface Water Priority Resources

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0.11 PLAN ADMINISTRATION AND COORDINATION

After the draft plan was reviewed by the planning committees, the formal review process began and was conducted in accordance with Minnesota Statute 103B.315 Comprehensive Water Plan Review and Adoption (1990 as revised in 2003). The PC approved the draft and initiated the formal notice, comment period, and process. The draft document was submitted to the plan review authorities who had 60 days to submit comments to both the PC and BWSR. The Plan was publicly noticed and available for public review. Members of the public wishing to provide comments on the Plan submitted their comments to the PC and BWSR. The PC scheduled and held a public hearing no sooner than 14 days after the 60-day review period ended. After the public hearing, the PC submitted the draft final plan, along with a summary of all comments received, the response to each comment, and additional public hearing details to BWSR and the Plan review authorities. BWSR completed its review and approval within 90 days of receiving the Plan. Once BWSR had approved the Plan, it was adopted by the local governments Joint Powers Entity (JPE) that are signers of the Joint Powers Agreement (JPA). The JPE was established for the purposes of Plan implementation, and will be known as the MRSC Watershed Partnership (MRSCWP). Details on how Plan administration will occur during the implementation phase is located in Chapter 6.



Chapter 01:
Land and Water Resources Narrative

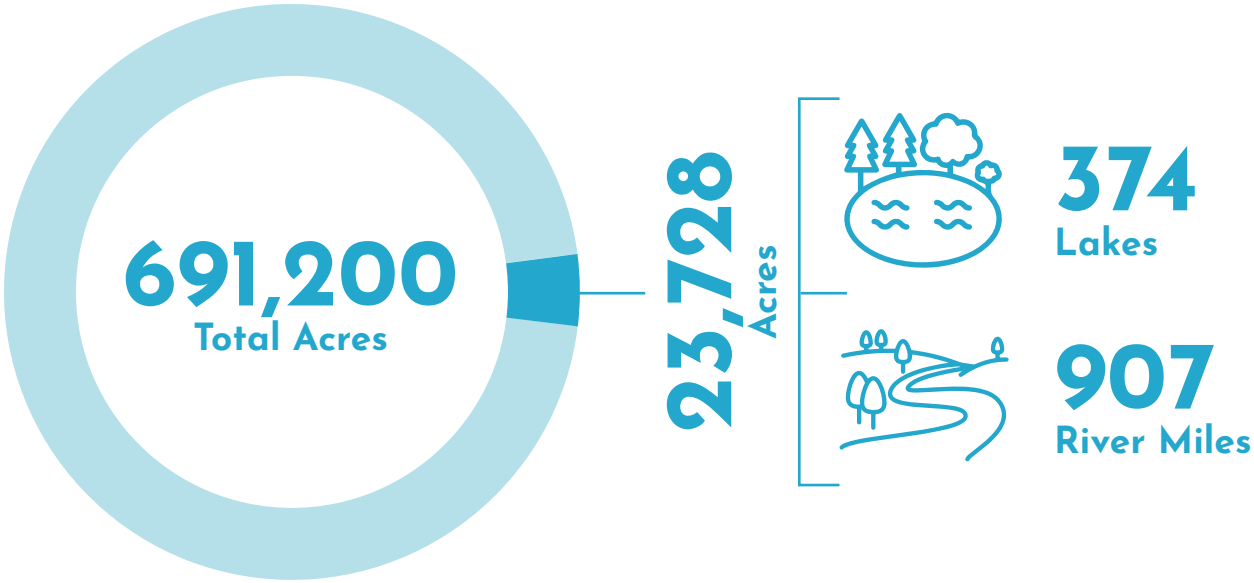




Elk River Rush Lake - Photo Provided by BWSR

Land and Water Resources Narrative

The Watershed includes portions of Benton, Meeker, Mille Lacs, Morrison, Sherburne, Stearns, and Wright counties as shown in Figure 1.1. The Watershed covers approximately 691,200 acres (1,080 square miles) and is within the south-central part of the Upper Mississippi River Basin. The Watershed includes 907 total river miles and 374 lakes, totaling 23,728 acres. The City of St. Cloud uses the Mississippi River as a drinking water source within the Watershed, which is the first of many cities to use the river for drinking water. The river ultimately drains to the Gulf of Mexico. Large communities within the Watershed include Big Lake, Elk River, Monticello, Sauk Rapids, and portions of St. Cloud. The Mississippi River is used as a non-contact cooling water source within this Watershed by two Minnesota power plants, Sherburne County Generating Station, also known as Sherco in Becker and the Monticello Nuclear Generating Plant in Monticello (MPCA, n.d.-a).



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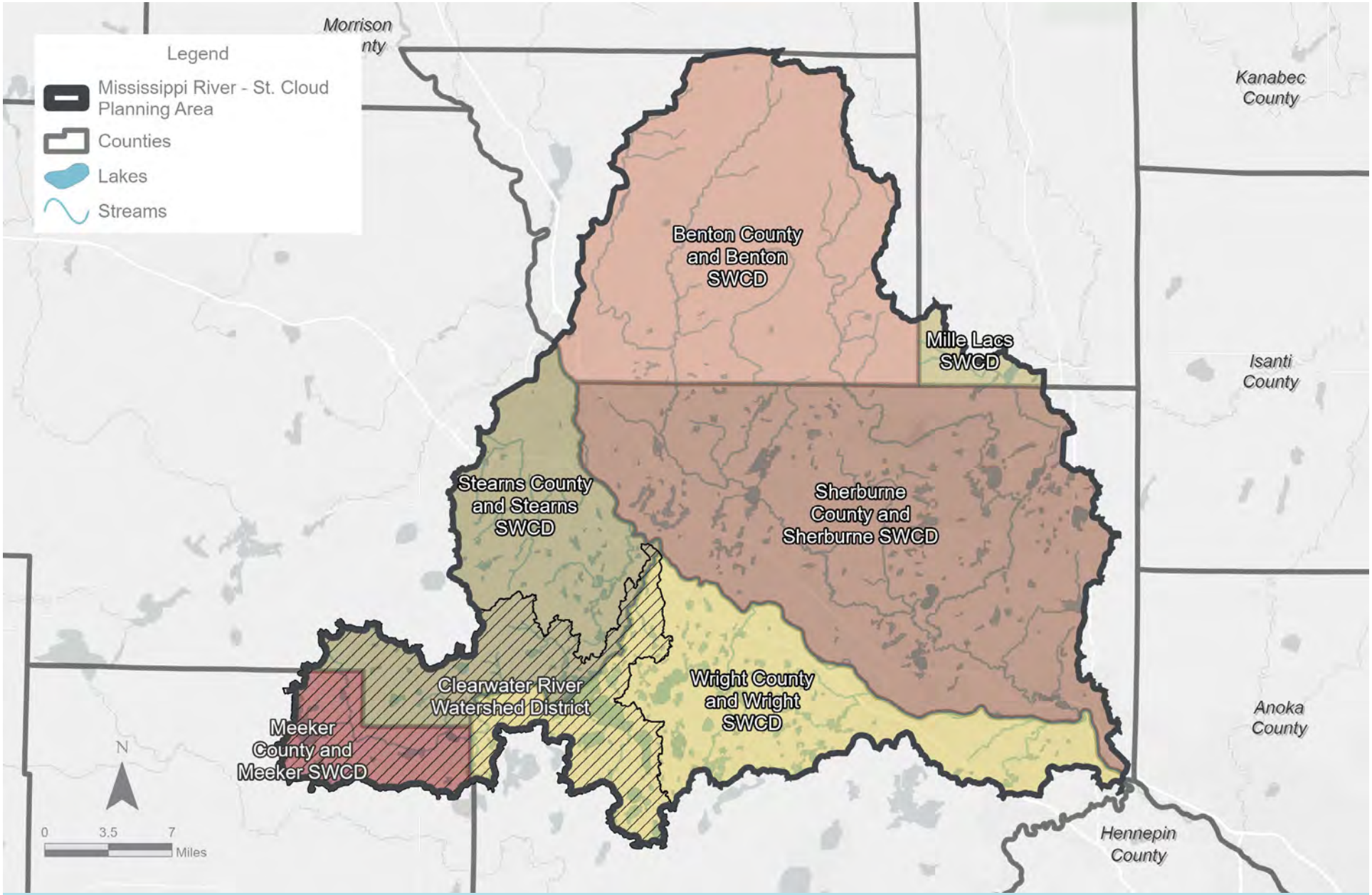


Figure 1.1 Mississippi River St. Cloud Watershed Partner Jurisdictions

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Local government units (LGUs) that have committed to the planning process include

- Benton Soil and Water Conservation District (SWCD)
- Benton County
- Meeker County SWCD
- Meeker County
- Mille Lacs SWCD
- Sherburne SWCD
- Sherburne County
- Stearns County SWCD
- Stearns County
- Wright SWCD
- Wright County

Other LGUs within the Watershed that remain informed on planning efforts but have chosen not to sign on to the planning partnership agreement include Mille Lacs County, Morrison County, Morrison SWCD, and Clearwater River Watershed District. Jurisdictional boundaries for the planning LGUs are shown in Figure 1.1. Other stakeholders include local groups, such as municipalities within the Watershed, state and federal environmental agencies, and non-profit and special interest groups such as The Nature Conservancy.

PLANNING PARTNERS

Benton SWCD

Sherburne SWCD

Benton County

Sherburne County

Meeker County SWCD

Stearns County SWCD

Meeker County

Stearns County

Mille Lacs SWCD

Wright SWCD

Wright County

Native Americans and the Homestead Act
nps.gov/home/learn/historyculture/native-americans-and-the-homestead-act.htm

US–American Indian Treaties in Minnesota
treatiesmatter.org/exhibit/welcome/u-s-american-indian-treaties-in-minnesota

US Dakota War Treaties
usdakotawar.org/history/treaties

"We Will Talk of Nothing Else": Dakota Interpretations of the Treaty of 1837
digitalcommons.unl.edu/cgi/viewcontent.cgi?article=1185&context=greatplainsquarterly

Ojibwe Treaties
mnhs.org/millelacs/learn/treaties



Photo by Frances Densmore - National Anthropological Archives, Smithsonian Institution

1.0 CULTURAL HERITAGE

This Plan aims to protect and restore natural resources in the Watershed for future generations. In planning for the future, it is important to remember that the resources in the Watershed have provided a continuum of use for generations and have endured numerous events shaping environmental, social, and economic drivers for the region.

This portion of the Mississippi River corridor was inhabited by the Ojibwe and the Dakota people. A wealth of valuable information regarding these tribes can be found in the links provided. Information includes but is not limited to treaty details, timeline of important events, and more!

1.1 LAND USE

The predominant land use within the Watershed is agricultural with 40% cultivated crops and 14% pasture and hay. The next two predominant land uses in the Watershed are 13% deciduous forest and 11% emergent herbaceous wetlands, much of which is within the Sherburne National Wildlife Refuge (Refuge). Open water makes up 4% of the Watershed area, while developed areas constitute 12%. Within the developed areas, 4% is designated as developed open space, 4% as low-intensity developed area, 3% as medium-intensity developed area, and 1% as high-intensity developed area (Multi-Resolution Land Characteristics Consortium, 2019), as shown in Figure 1.3. Agricultural land areas are dispersed throughout the Watershed, with more of the pasture and hay land in the northern portion of the Watershed (DNR, 2017). The makeup of the ownership of the Watershed is 2.6% federal land, 2.8% state land, and the remaining 94.6% is locally owned.

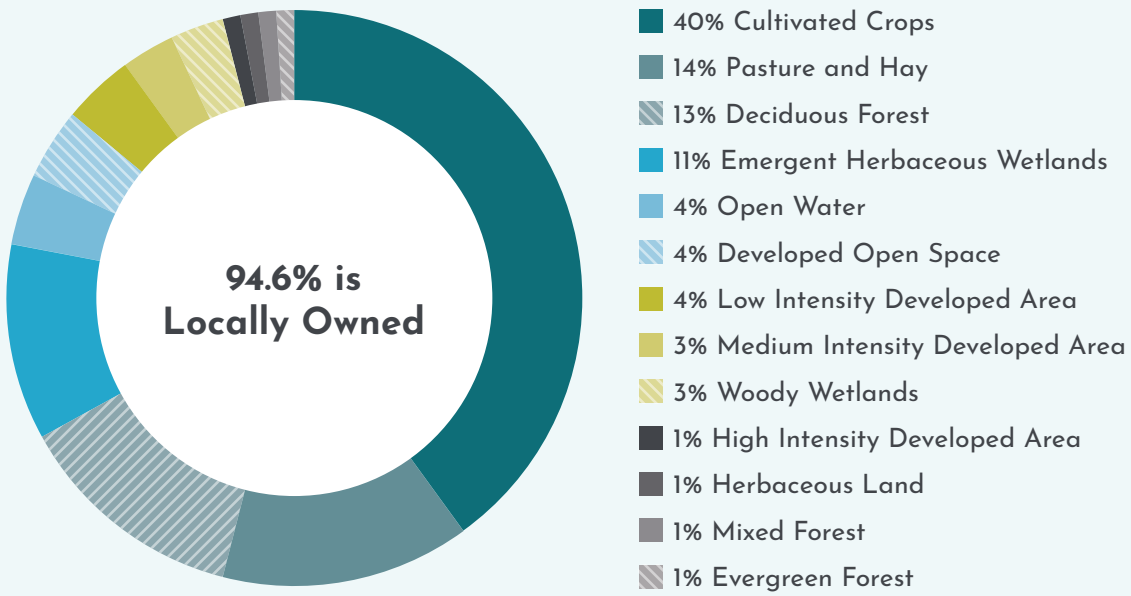


Figure 1.2 Land Use Category Distribution in the Mississippi River St. Cloud Watershed

Developed Areas

Developed urban areas are concentrated in the southeastern and western portions of the Watershed. These areas are largely comprised of the following cities: Big Lake, Elk River, Monticello, Sauk Rapids and portions of St. Cloud. The total Watershed population is 331,229 (U.S. Census Bureau, 2020; American Community Survey, 2023).

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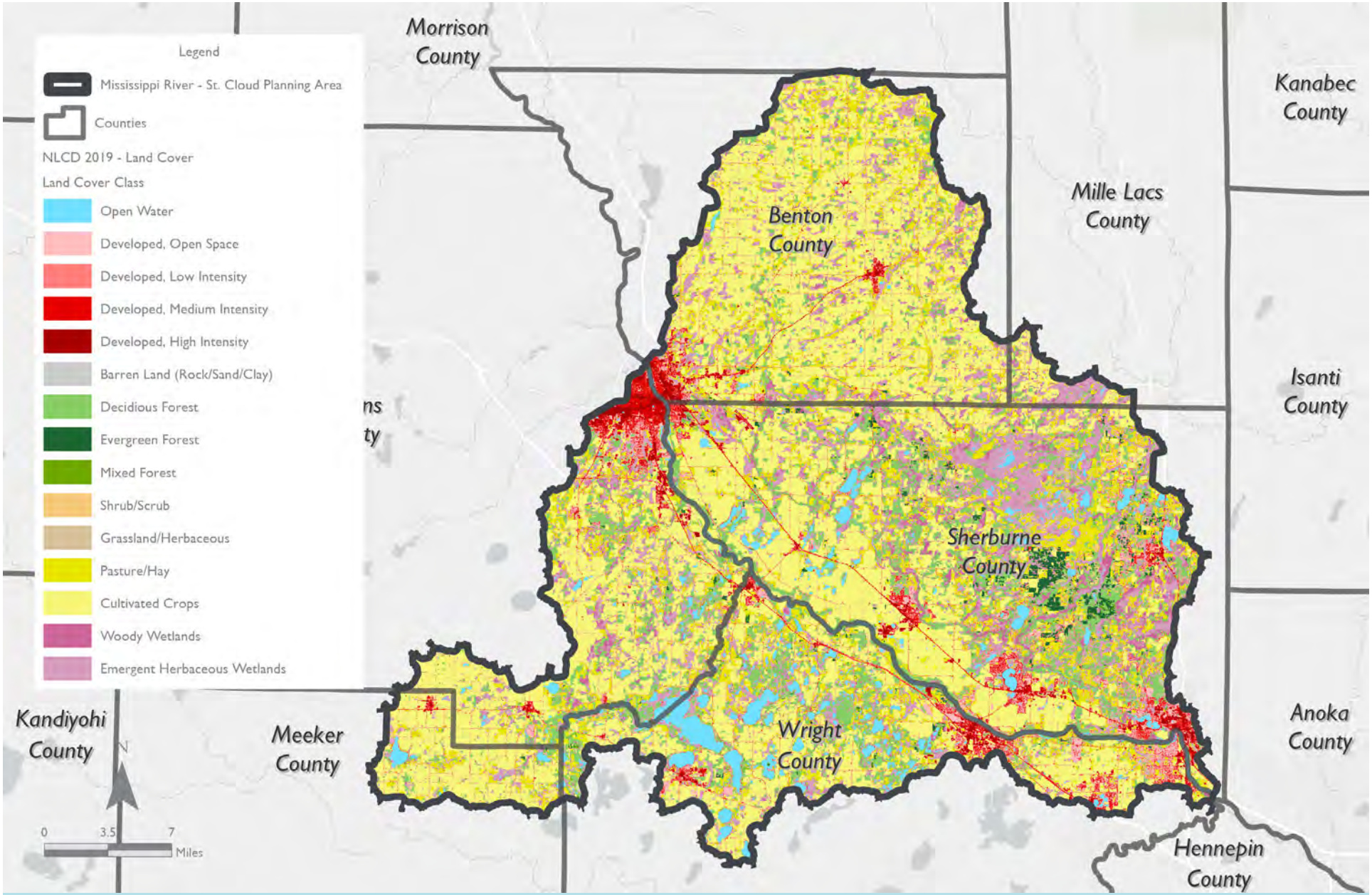


Figure 1.3 Land Use by Category in the Mississippi River St. Cloud Watershed

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Sherburne National Wildlife Refuge (Refuge)

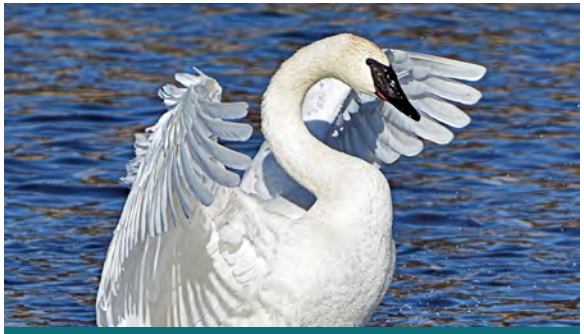
The Refuge is a significant natural resource area that has been permanently protected by the United States Fish and Wildlife Services (USFWS). The Refuge was established in 1965 through funding generated from the federal duck stamp sales to protect wildlife and improve wetland habitat that had been altered by the creation of public drainage systems. The Refuge has a series of 25 water pools that were created over existing wetlands and are connected by a series of diversions and canals that allow the USFWS to manage water levels as needed to maintain maximum habitat benefits. Several key species found within the Refuge include sandhill cranes, trumpeter swans, pelicans, Blanding's turtles, otters, and frogs (U.S. Fish & Wildlife Staff, 2023).



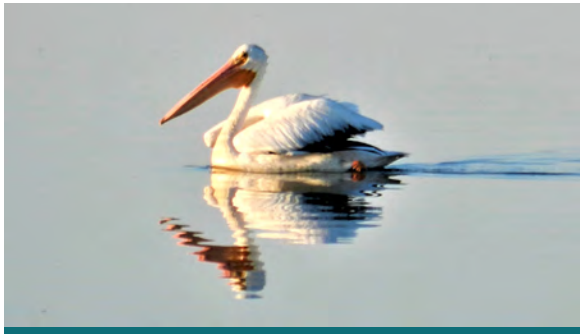
Sherburne National Wildlife Refuge
fws.gov/refuge/sherburne



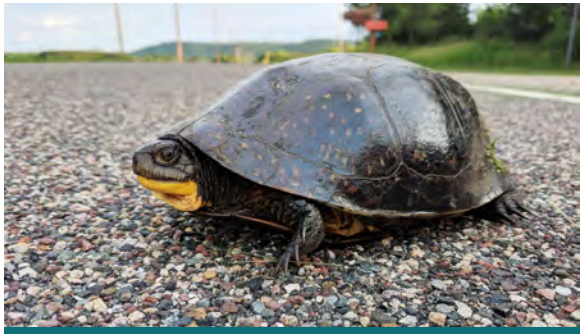
Greater Sandhill Crane



Trumpeter Swan



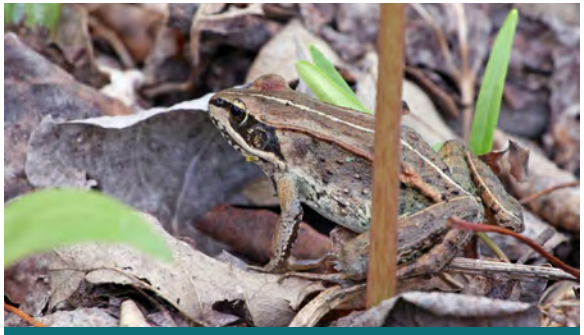
American White Pelican



Blanding's Turtle



North American River Otter



Wood Frog

Storm Sewer Systems (MS4)

The Watershed currently has **18* municipal separate storm sewer systems (MS4)** all or partially within its boundary, including two Minnesota Department of Transportation (MnDOT) MS4s. The entities responsible for the MS4s must satisfy the requirements of the MPCA's MS4 general permit to manage pollutants associated with stormwater runoff. MS4 areas include:

- Albertville City MS4
- Future City of Baldwin (future MS4)
- Becker Township (future MS4)
- Big Lake City MS4
- Big Lake Township MS4
- Elk River City MS4
- Le Sauk Township MS4
- Livonia Township (future MS4)
- Minden Township MS4
- MNDOT Metro District MS4
- MNDOT Outstate District MS4
- Otsego City MS4
- Sartell City MS4
- Sauk Rapids City MS4
- Sauk Rapids Township MS4
- Scherburne County
- St. Augusta City MS4
- St. Cloud City MS4
- St. Michael City MS4
- Waite Park City MS4
- Watab Township MS4
- Zimmerman City (future MS4)

The **49 permitted wastewater facilities** within the planning area are included in Figure 1.4.

Feedlots

There are **736 feedlots** recorded in the Watershed, with **111 noted as inactive**, resulting in **625 active feedlots** (MPCA, 2023). Feedlots range in size and type of livestock, including:

- Beef cattle
- Dairy cattle
- Poultry
- Swine

FEEDLOTS are concentrated in the north to southwest portion of the Watershed with a few feedlots dispersed through the east to southeast portion.

Minnesota Natural Resource Atlas - Feedlots
bit.ly/MNFeedlots

18*
Storm Sewer Systems (MS4)
*Soon to be 22

An **MS4** is a conveyance or system of conveyances such as roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels, and storm drains, that is also owned or operated by a public entity, designed or used for collecting or conveying stormwater, not a combined sewer, and not part of a publicly owned treatment system. Based on data from the MPCA regarding communities that have recently approached the population threshold, there are several communities that now meet the MS4 criteria. MPCA will work directly with those communities to navigate through the process of becoming a designated MS4.

625
Active Feedlots

FEEDLOT: An open lot or building intended for feeding, breeding, raising, or holding animals where manure may accumulate and vegetative cover cannot be maintained. (Minnesota Rule 7020). Individual counties may have additional feedlot ordinances, including but not limited to regulations specific to shoreland and non-shoreland zones. It is a best practice to check with the delegated regulatory authorities for questions and concerns related to feedlots.

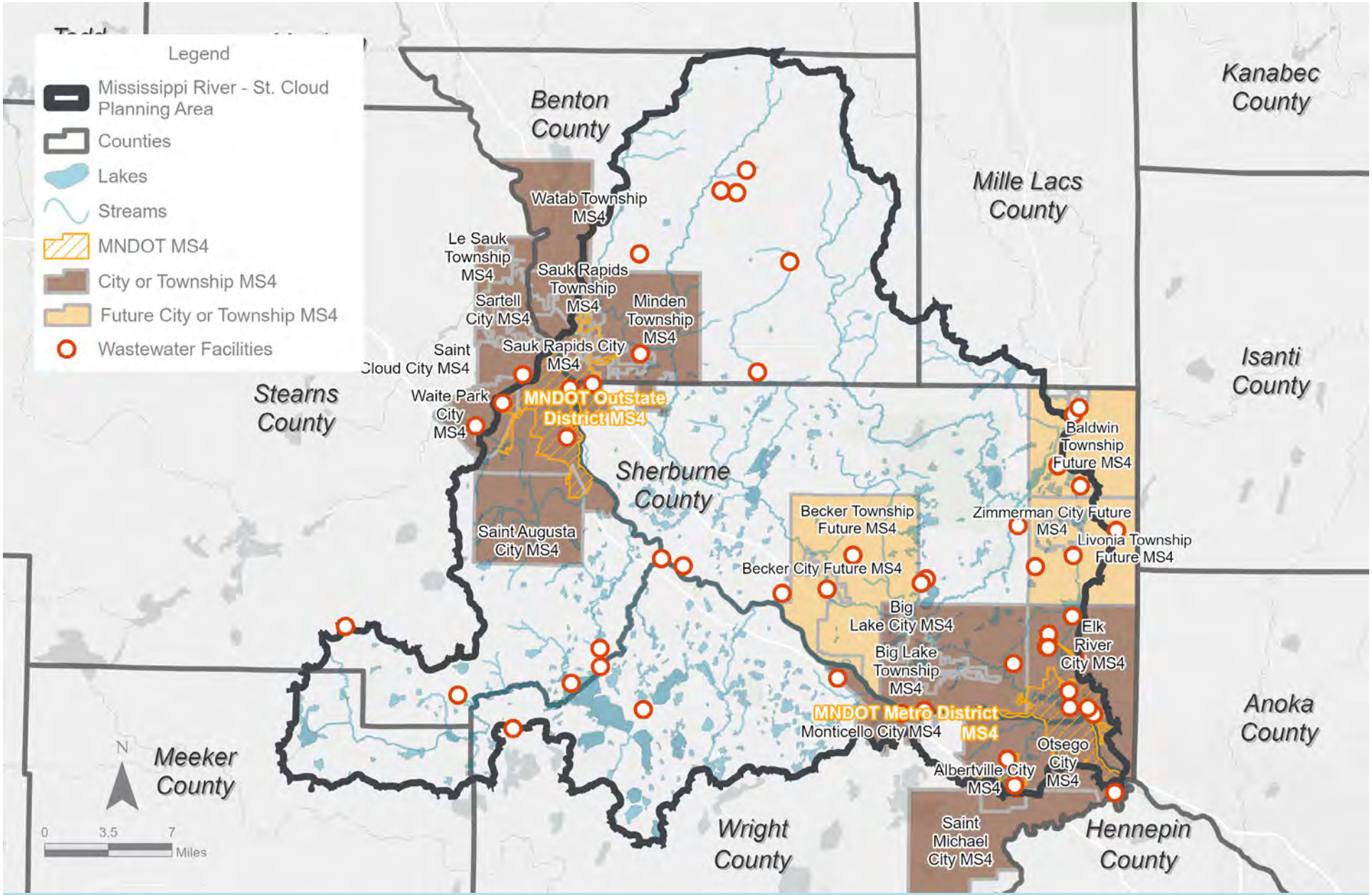


Figure 1.4 MS4 Boundaries and Wastewater Facilities in the Mississippi River St. Cloud Watershed



Mississippi River at St. Cloud - Photo Provided by Benton SWCD

1.2 SURFACE WATER

There are **907 river miles** within the Watershed, including **59.5 river miles of the Mississippi River.** The largest tributaries within the Watershed include Clearwater River, Elk River, and St. Francis River. The stretch of the Mississippi River within this Watershed has been designated as a wild and scenic river and is known for its abundant wildlife, quality fishing opportunities, rest stops, and forested bluffs, making it a popular paddling destination. Protection and restoration of the water resources within this Watershed is essential to ensure quality drinking water within the Watershed, drinking water for Minneapolis and St. Paul, as well as downstream flowing into the Gulf of Mexico.

The Watershed is also home to **374 lakes**, though several are small or are unnamed. Some of the popular recreational lakes within the Watershed include Clearwater Lake (east and west), Lake Orono, Big Lake, Lake Mitchell, Big Eagle Lake, Fremont Lake, Sugar Lake, and the Briggs Chain of Lakes. Wetlands account for approximately 14% of the Watershed area and includes woody and emergent herbaceous wetlands.

Public and private drainage are present in the Watershed, primarily in areas where artificial drainage is needed for productive agriculture. Publicly available map data layers related to drainage are limited in this Watershed, however, there is an estimated **412 miles of DRAINAGE SYSTEMS** within the Watershed. Historically, the creation of both public and private drainage systems resulted in loss of wetlands and altering of natural watercourses, which contributes to the impacts of **ALTERED HYDROLOGY** within the Watershed.

Monitoring efforts are conducted within the Watershed to track the water quality of key water bodies. Monitoring data is analyzed and compared to the MPCA's Water Quality Standards for Protection of Waters of the State, Chapter 7050 of Minnesota Administrative Rules, to decide whether the water body has poor water quality and is considered impaired or has good water quality and is considered unimpaired. Figure 1.5 shows all the impaired streams and lakes within the Watershed.

ALTERED HYDROLOGY
Man-made modifications of historic river flows, water levels, and groundwater.

DRAINAGE SYSTEMS:
Natural or man-made watercourses used to minimize flooding or water ponding in agricultural areas by moving water off the landscape faster.

Did You Know?

The wild and scenic river designation for the Mississippi River within this Watershed is a state designation and is regulated by state statute. LGUs are responsible for enforcing the statutory requirements.

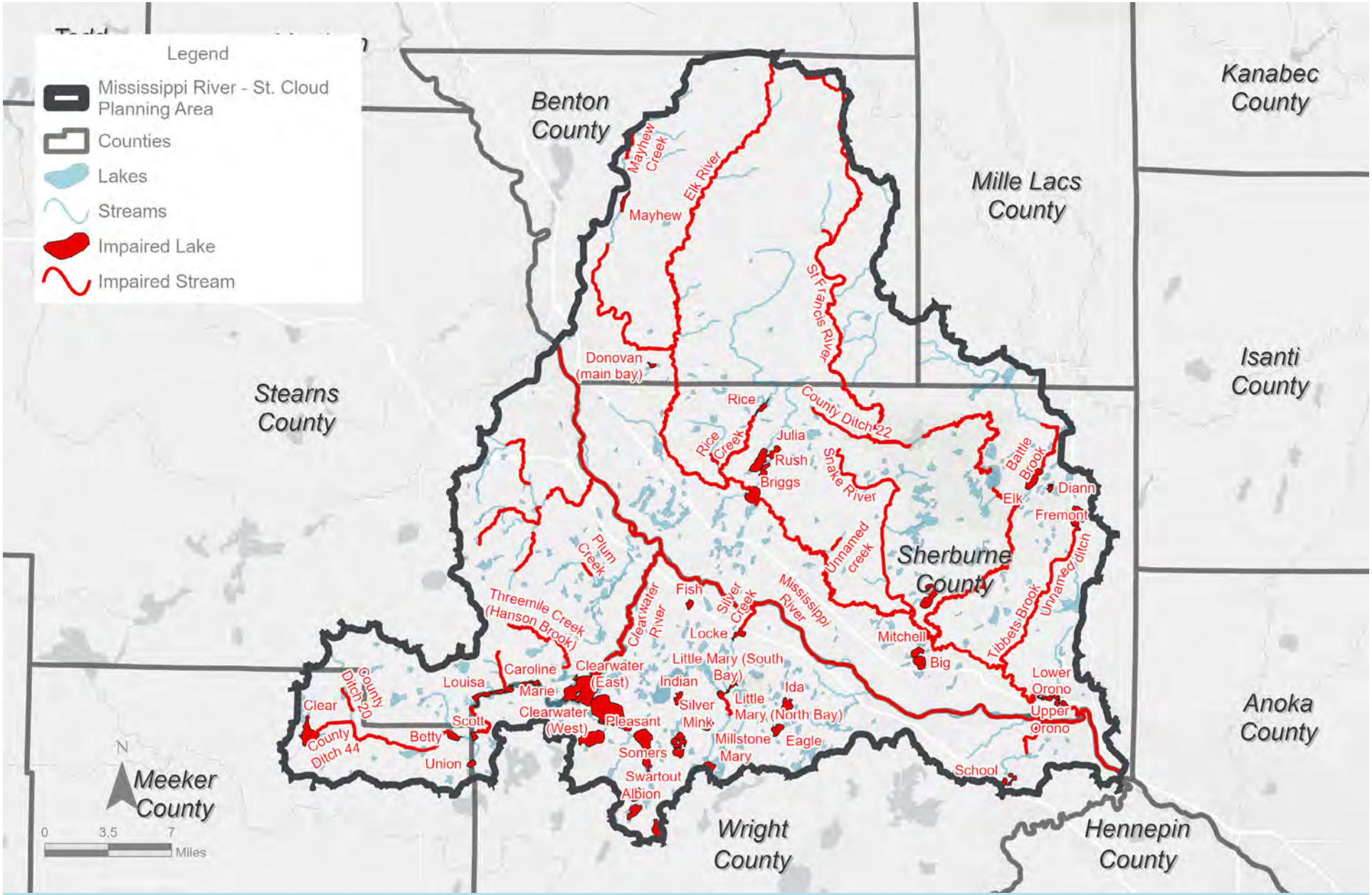


Figure 1.5 Impaired Lakes and Streams in the Mississippi River St. Cloud Watershed

Water Quantity

There are two active U.S. Geological Survey (USGS) streamflow gaging stations within the Watershed, one on the Mississippi River at St. Cloud and one on the Elk River near Big Lake. There are several additional monitoring sites within the Watershed, with data provided by the MPCA, some of which is collected by LGUs. Hydrologic changes within the Watershed resulting in a slight increase in discharge occurred in 2001 and were noted in the data collected from these gage sites (DNR, 2022-a). It should also be noted that results from the **ST. CLOUD GAGING STATION** are likely impacted by the operation of the **St. Cloud hydropower dam**, which is located approximately **250 feet upstream of the gage site** (Carlson, 2023).

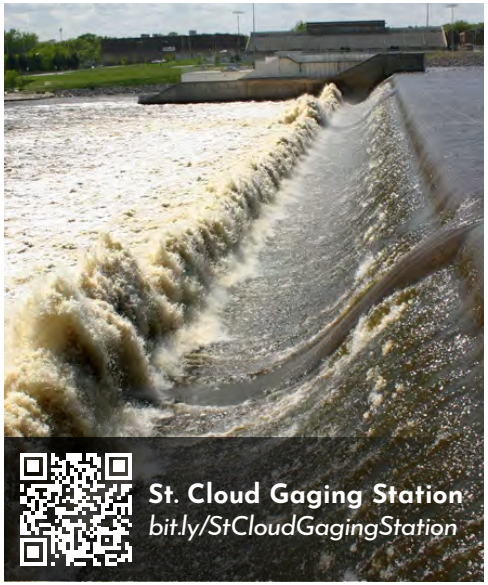
Water Quality

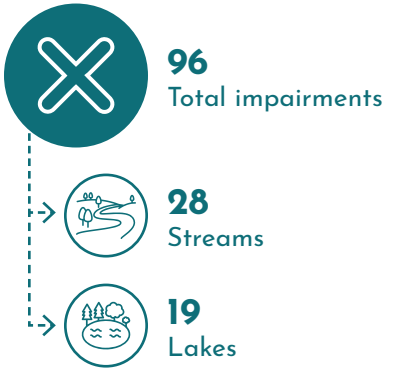
The Minnesota Pollution Control Agency (MPCA) conducts water quality assessments as a part of its Intensive Watershed Monitoring program to determine the condition of the surface waters in the state. The assessments show that surface waters in the Watershed face stresses common to the region with elevated nutrients, and fish and macroinvertebrate bioassessment, resulting in most of the impairments. Water quality monitoring shows that many of the waterbodies have an increasing trend in water quality (MPCA, n.d.-b). In total, there are **96 impairments** from **28 streams** and **19 lakes** that are listed as impaired. These impairments are summarized in Table 1.9.

Table 1.9 Summary of Impaired Streams and Lakes in Watershed (does not include mercury or PCB impairments)

Water Body Type	Pollutant or Stressor	Number of Impairments	Length of Streams (Miles)	Area of Lakes (Acres)
Streams	Bethic macroinvertebrates bioassessments	11	54.6	-
	Dissolved Oxygen (DO)	4	31.6	-
	Fish bioassessments	25	200.8	-
	Escherichia coli (*E.coli*)	17	147.0	-
	Fecal coliform	3	67.0	-
	Total Suspended Solids (TSS)	1	8.4	-
Lakes	Fish bioassessments	7	-	1453
	Nutrients	32	-	6170
	Sulfate	1	-	98

Minnesota's 2024 Impaired Waters List (Approved by U.S. EPA - April 2024)





Watershed Information
pca.state.mn.us/watershed-information/mississippi-river-st-cloud

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Aquatic Life

Aquatic life impairments, which include fish bioassessment and benthic macroinvertebrates bioassessment impairments, are decided through biologic monitoring and assessments. Assessment of aquatic life supplies an overall measure of community and stream health. Stressor identification is a formal and rigorous process that identifies stressors to biological impairments, a key component in the MPCA Watershed Restoration and Protection Strategies (WRAPS) process. **Stressors can be physical, chemical, or biological**. Table 1.10 displays the identified stressors for the 16 reaches with aquatic life impairments. Individual reaches may have multiple identified stressors (MPCA, 2022-a).

Table 1.10 Stressor Identification Summary for the Aquatic Life Impaired Streams in the Watershed (MPCA, 2022-a)

Stressor	Number of Reaches*	Length of Streams (Miles)
Dissolved Oxygen (DO)	2	3.5
Phosphorus	4	5.0
Total Suspended Solids	1	2.0
Connectivity	6	21.3
Hydrology/Geomorphology	14	45.3
Habitat	12	43.3
Flow	6	10.6

**Only includes direct and secondary stressors*



Smallmouth Bass



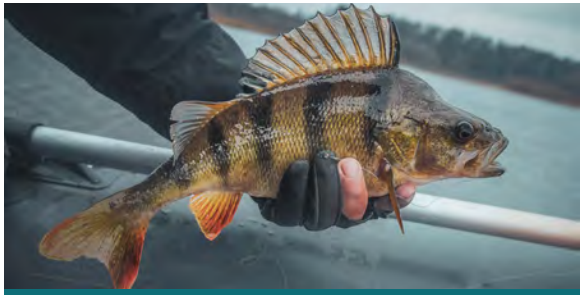
Mayflies



Pumpkinseed Sunfish



Black Fly



Yellow Perch



Fathead Minnow

1.3 GROUNDWATER

Groundwater is a source of drinking water for several municipalities and the vast majority of rural residents within the Watershed, while others get their drinking water from the Mississippi River.

The Watershed crosses **three Minnesota groundwater provinces**, including **Province I: Metro or East-Central Province**, in the southeast corner of the Watershed, **Province 4: Central Province**, in the north, central and southern portions of the Watershed, **Province 6: Arrowhead/Shallow Bedrock Province**, along the western and northeastern edges of the Watershed, and Cretaceous Bedrock along the west and southwestern part of the Watershed as shown in Figure 1.6 (DNR, 2017).

PROVINCE I: EAST-CENTRAL

- Buried sand aquifers and extensive surficial sand plains
- Thick layer of sediment deposited by glaciers over the bedrock
- Good aquifer properties

PROVINCE 4: CENTRAL

- Buried sand aquifers and extensive surficial sand plains
- Thick glacial sediment
- Deeper, fractured crystalline bedrock has poor aquifer properties with limited use as an aquifer

PROVINCE 6: ARROWHEAD/SHALLOW BEDROCK

- Glacial sediment is thin or absent
- Mostly underlain by crystalline bedrock
- Limited groundwater available for use

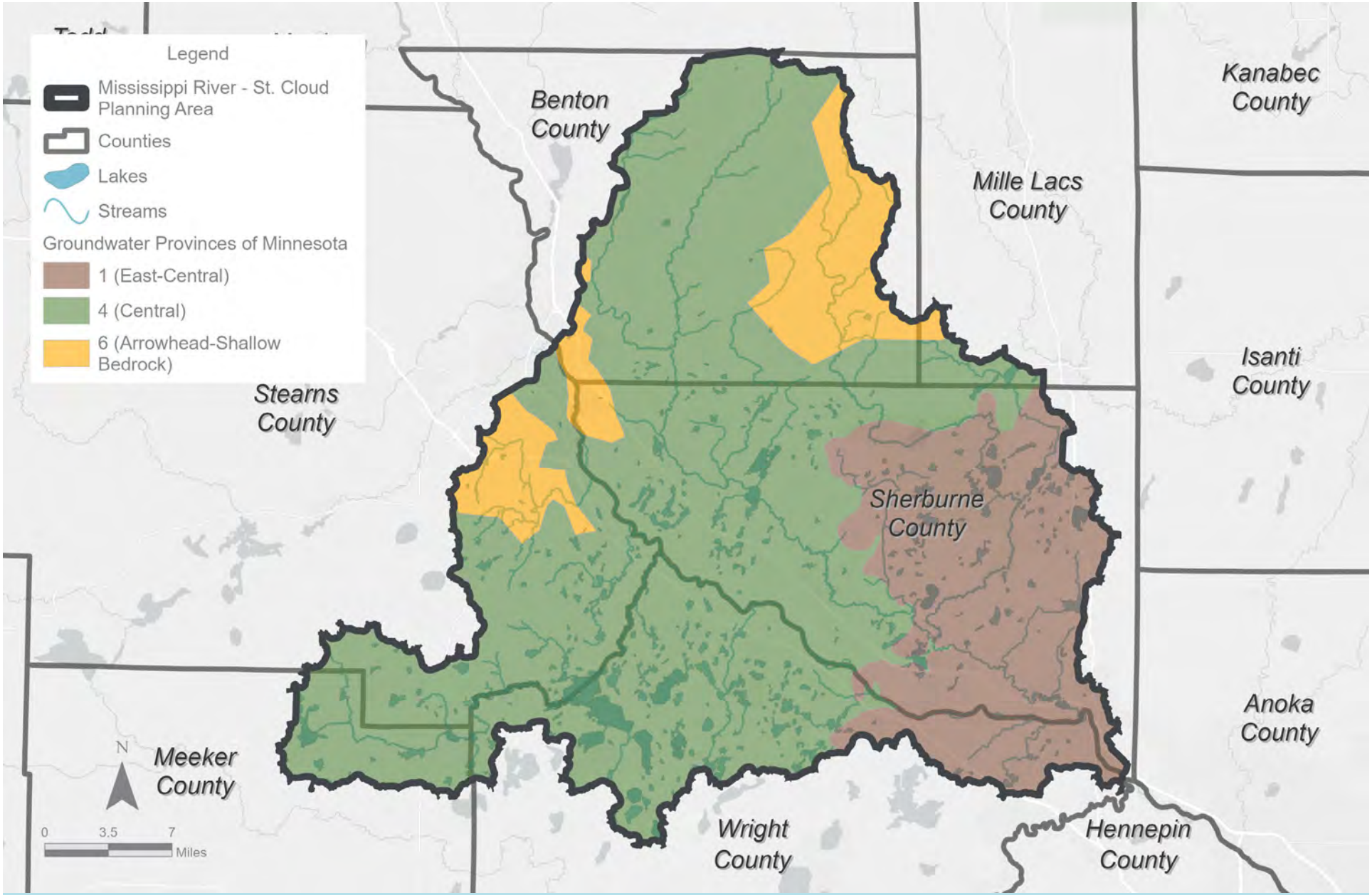


Figure 1.6 Minnesota Groundwater Provinces in the Mississippi River St. Cloud Watershed

NITRATE

A water soluble molecule that is made up of nitrogen and oxygen. It is naturally occurring in the environment. It can have negative effects on human health in elevated levels.

ARSENIC

Arsenic is an odorless, tasteless semi-metal element that is abundant in the Earth's crust and atmosphere. Drinking water that contains arsenic can increase the risk of cancer and other serious health effects.

Drinking Water Contaminants of Emerging Concern

- Pesticides
- Chlorides
- Manganese
- PFAS

The primary groundwater quality contaminants of concern within the planning area are nitrates and arsenic. **NITRATE** is a human influenced contaminant with feedlots, septic systems, and fertilizers as examples of systems that influence nitrate levels. **ARSENIC** is a known carcinogen and is a naturally occurring element found in rocks and soil. There are limited protection or treatment measures for arsenic in drinking water supplies, therefore, **testing and education are important**. Contaminants of emerging concern for drinking water include pesticides, chlorides, manganese, and per- and polyfluoroalkyl substances (PFAS), which are widely used, long lasting chemicals which break down very slowly over time.

The middle section of the Watershed has high pollution sensitivity of near surface materials, with the northern and southern portions of the Watershed having moderate pollution sensitivity. **Near surface materials are noted within the top 10 feet of the soil profile** (DNR, 2017).

Aquifer vulnerability is based on the amount of time it takes for contaminants on the ground to reach the aquifer, as well as the length of time it takes for the aquifer to replenish or recharge. As shown in Figure 1.7, aquifer vulnerability within the **Watershed follows a similar pattern to the pollution sensitivity of near surface materials**, with the middle section of the Watershed having high vulnerability, as well as having fall nitrogen fertilizer application restrictions, and the northern part of the Watershed having a low aquifer vulnerability. The southern part of the Watershed is primarily medium aquifer vulnerability.



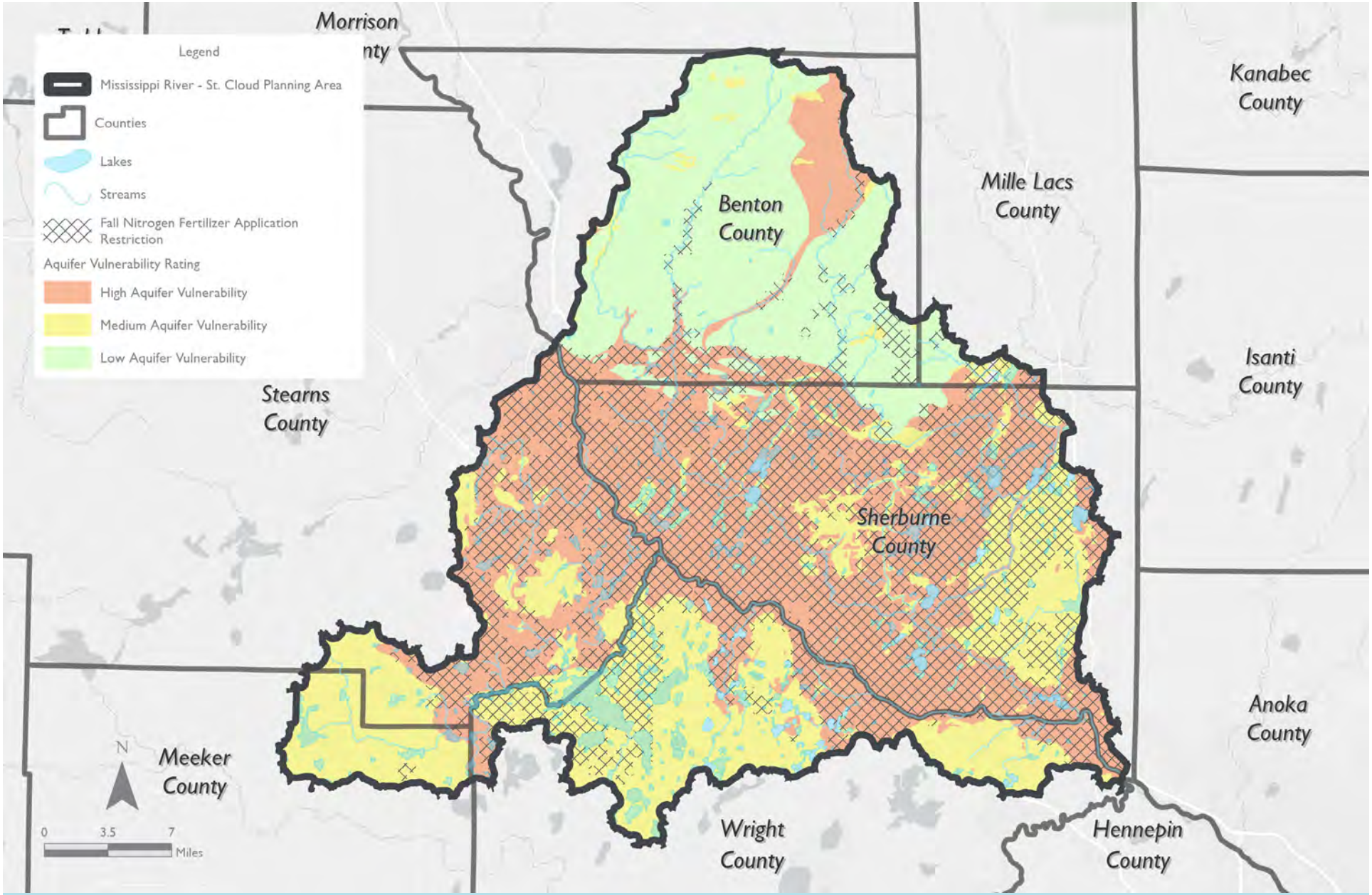
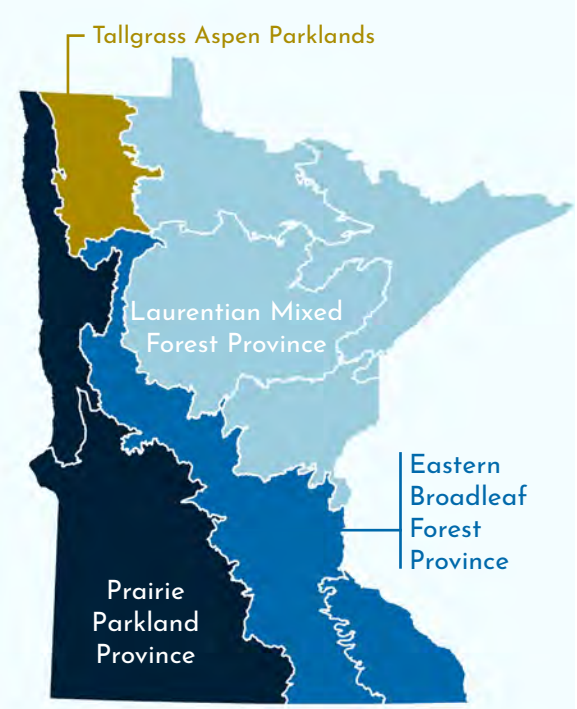


Figure 1.7 Aquifer Vulnerability and Fall Nitrogen Restriction Areas in the Mississippi River St. Cloud Watershed



Source: Minnesota DNR

Figure 1.8 Minnesota Ecological Classification



PROVINCES
Provinces are units of land defined using major climate zones, native vegetation, and biomes such as prairies, deciduous forests, or boreal forests. There are four provinces in Minnesota.

1.4 TOPOGRAPHY, SOILS, AND GEOLOGY

The Watershed is contained primarily within the Eastern Broadleaf Forest **PROVINCE**, with the northern portion of the Watershed falling within the Laurentian Mixed Forest **PROVINCE** in Minnesota, indicating that the Watershed is overall homogenous in soils, land and surface forms, natural vegetation, and land use (MPCA, 2015). The topographic of the Watershed fluctuates slightly, with **surface elevation varying from 1,378 feet to 840 feet**, as shown in Figure 1.9.

Soils within the Watershed are sandy, with clay loam components as shown in Figure 1.10. The **Anoka Sand Plain**, a flat sand lake plain with terraces, has soils types that are **excessively drained with 70% to 80%** being drained while the other **20% has very poor drainage** (DNR, 2017).



Figure 1.9 Surface Elevation model of the Mississippi River St. Cloud Watershed

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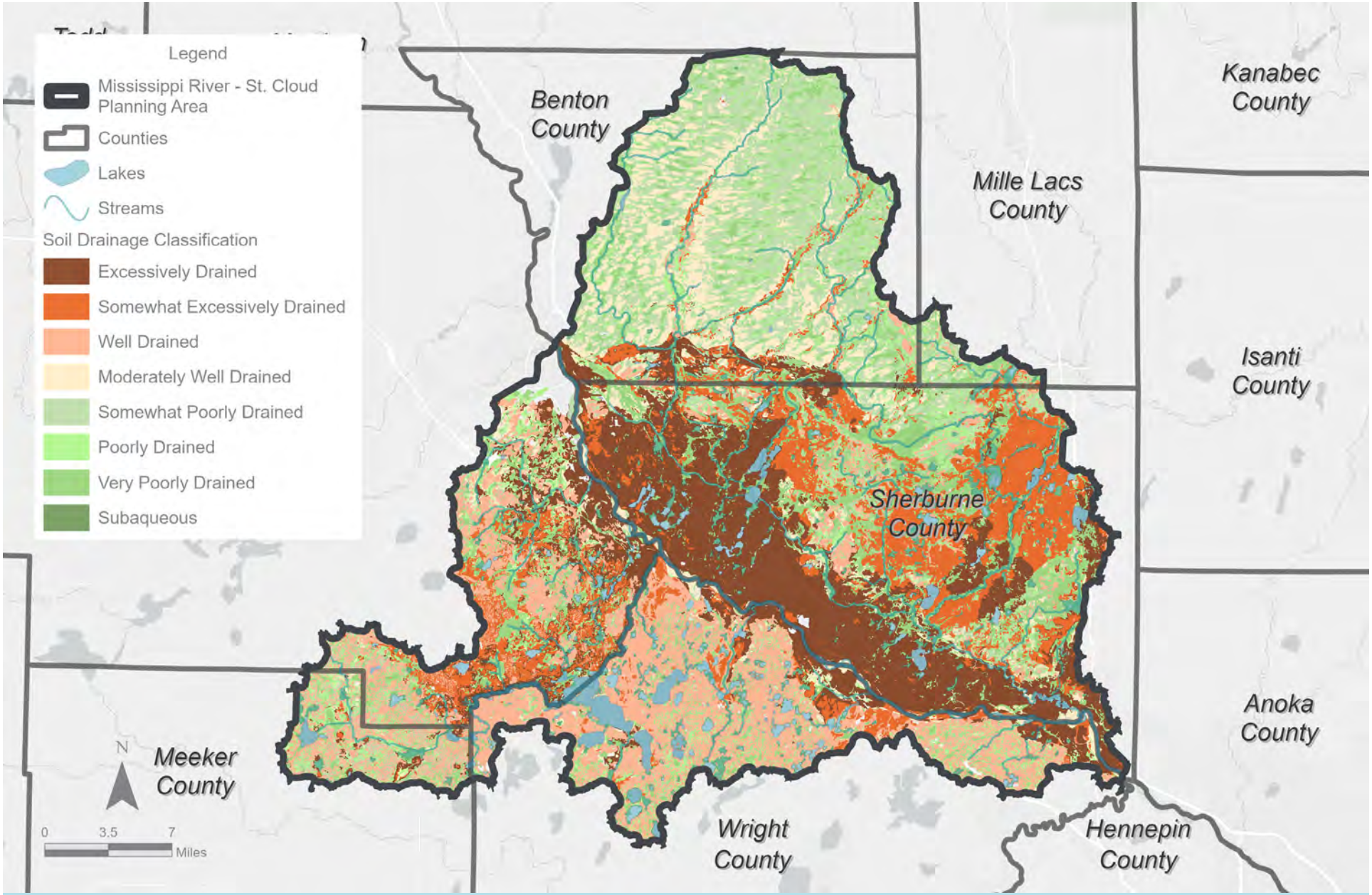


Figure 1.10 Soil Drainage Classification in the Mississippi River St. Cloud Watershed


Sunset on Big Lake - Photo Provided by Sanford Smith

1.5 CLIMATE

A climate summary was completed for the Watershed by the DNR in 2019 (DNR, 2019). Recent precipitation records from 1989 through 2018 show an **annual rainfall average of roughly 30 inches**, with 29 inches being the average along the western edge of the Watershed and 31 inches being the average along the eastern edge. When comparing the long-term precipitation records the annual average rainfall is between **2.2 and 3.6 inches greater in 2018 than in 1895**. This increasing precipitation trend is expected to continue, which will result in added stresses to the water resources in the Watershed, making attention to annual weather and long-term climate patterns critical to adequately address extreme weather. By allocating attention and resources to evaluating climate patterns during large-scale project development and design, the Partnership will be incorporating climate resiliency features into project design to ensure long-term success of the projects implemented. Climate resiliency features will also encourage a sustainable mentality related to conservation projects and how the Partnership measures success. Climate resiliency features that may be considered include but are not limited to increasing capacity of storage areas, incorporating an overflow area into the project design, and investigating drainage water recycling options to provide water during dry periods.

This Plan has identified pollutant runoff to surface waters, altered hydrology, and soil health, along with several others, as primary issues within the Watershed, all of which are related in some capacity to the impacts of a changing climate and increasing precipitation levels. To address these issues, projects such as water storage and stream restorations have been identified and listed in the implementation tables presented in Chapter 4.

Temperature across the Watershed is generally uniform; however, slight differences are present due to variations in topography, vegetation, and soils. The average annual temperature from 1989 to 2018 was **53.5° Fahrenheit** (F) with winter temperatures, December through February, **averaging 24.7°F** and summer temperatures, June through August, **averaging 79.2°F**. Average annual temperatures have **increased 1.1°F** with average winter temps seeing the largest increase (2.4°F) and average summer temps slightly decreasing (-0.1°F) (DNR, 2019).

30 Inches
Average
Annual Rainfall

+2.2–3.6 Inches
Change in Average
Annual Rainfall

53.5° F
Average Annual
Temperature

24.7° F
Average Winter
Temperature

79.2° F
Average Summer
Temperature

+1.1° F
Change in Average
Annual Temperature

1.6 SOCIO-ECONOMICS

Cities all or partially within the Watershed include:

- Albertville, Wright County
- Annandale, County Wright
- Becker, Sherburne County
- Big Lake, Sherburne County
- Clear Lake, Sherburne County
- Clearwater, Wright County
- Elk River, Sherburne County
- Foley, Benton County
- Gilman, Benton County
- Kimball, Stearns County
- Maple Lake, Wright County
- Monticello, Wright County
- Otsego, Wright County
- Princeton, Sherburne County
- Rockville, Stearns County
- St. Augusta, Stearns County
- St. Cloud, Stearns County
- St. Michael, Wright County
- Sartell, Benton, and Stearns Counties
- Sauk Rapids, Benton County
- South Haven, Wright County
- Waite Park, Stearns County
- Watkins, Meeker County
- Zimmerman, Sherburne County

POPULATION

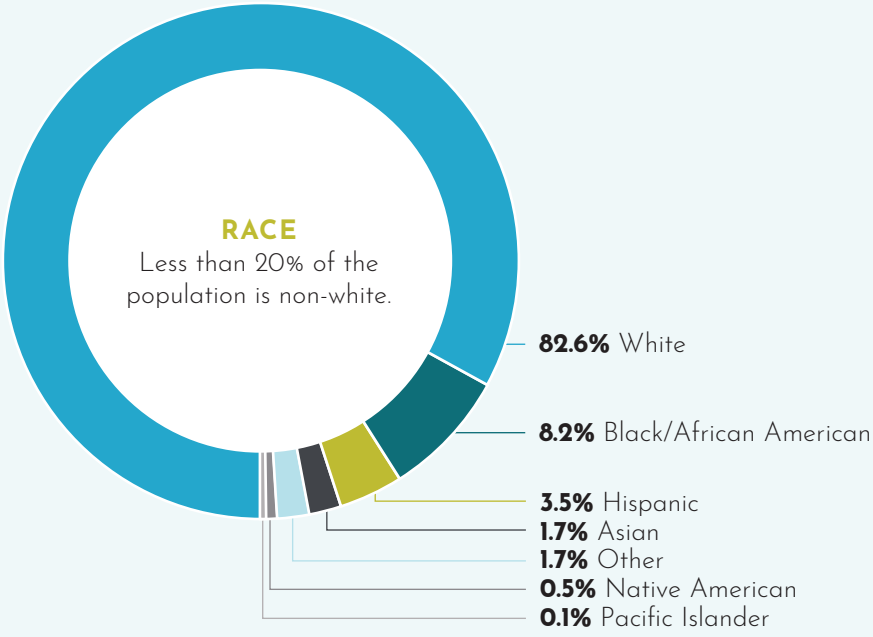
Several cities and townships are anticipating population growth by 2027, with Elk River expecting an increase of 3.84% and Albertville expecting an increase of 1.85% (Table 1.11) (U.S. Census Bureau, 2020).

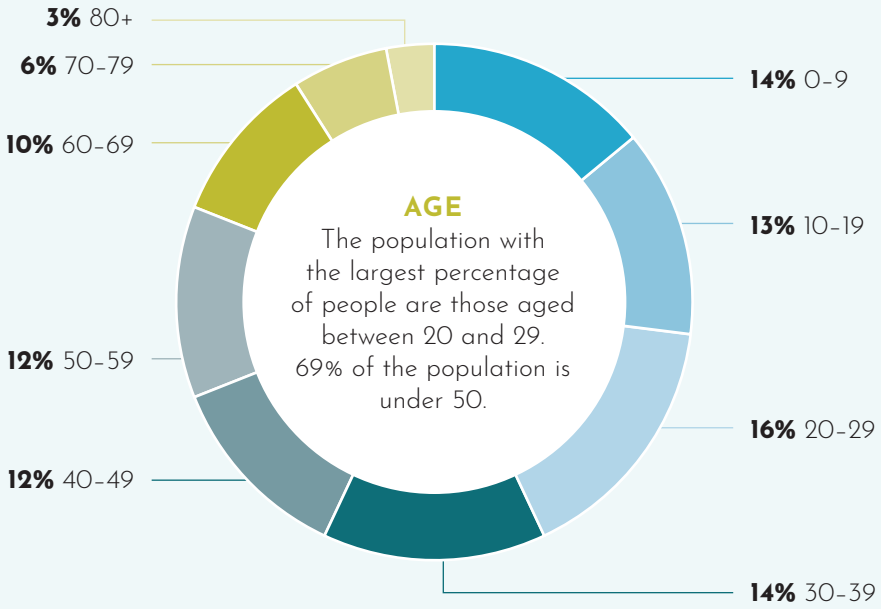
INCOME

According to the U.S. Census Bureau 2020, the median household income for residents in the Watershed is $88,522. Approximately 10% of households within the Watershed are below the poverty level.

EMPLOYMENT

According to the U.S. Census Bureau 2020, the unemployment percentage was 2.0% in the Watershed and 2.6% for the state of Minnesota. Table 1.11 displays the breakdown of employment by industry within the Watershed.





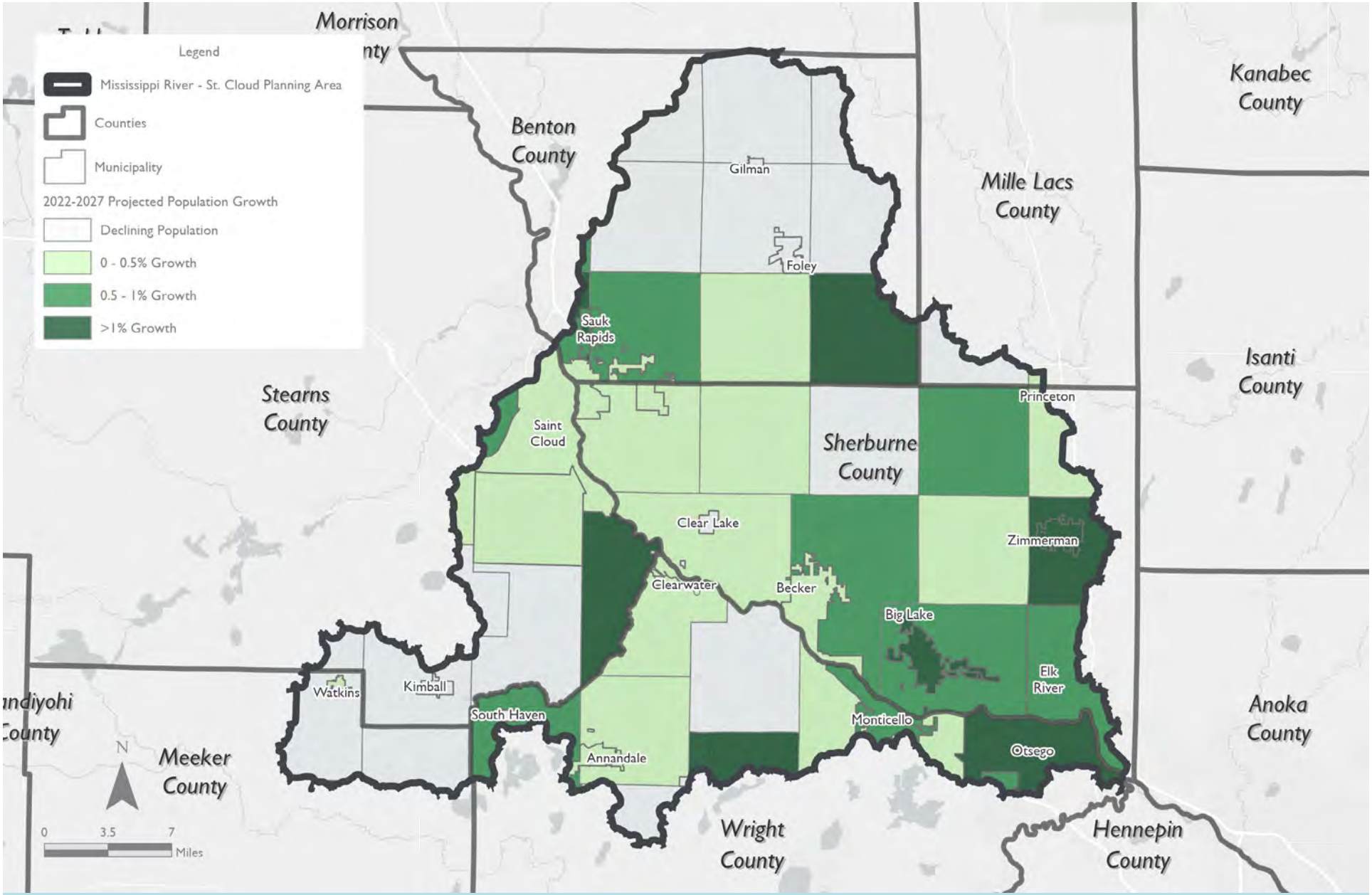


Figure 1.11 Projected Population Growth by Municipality in the Mississippi River St. Cloud Watershed

Table 1.11 2020 US Census Bureau Employment Data by Watershed

Industry	Acres of Watershed	Percent of Watershed
Health Care and Social Assistance	18,839	16%
Manufacturing	17,243	14%
Retail Trade	15,849	13%
Construction	9,831	8%
Educational Services	9,639	8%
Accommodation and Food Services	6,625	6%
Transportation and Warehousing	6,650	6%
Finance and Insurance	5,916	5%
Professional, Scientific, and Technical Services	5,882	5%
Other Services (excluding Public Administration)	5,246	4%
Administration, Support, and Waste Management Services	3,986	3%
Public Administration	3,793	3%
Wholesale Trade	3,891	3%
Agriculture, Forestry, Fishing, and Hunting	1,012	1%
Arts, Entertainment, and Recreation	1,245	1%
Information	1,113	1%
Real Estate, Rental, and Leasing	1,439	1%
Utilities	1,532	1%
Management of Companies and Enterprises	75	0%
Mining, Quarrying, and Oil and Gas Extraction	132	0%
Total	**119,938**	**100%**

AGRICULTURAL

The top crop types for the affected counties are corn, soybeans, vegetables, potatoes and pasture/forage. Figure 1.12 displays the percentages of each crop type (USDA, 2017). The average farm size ranges from 179 acres to 293 acres.

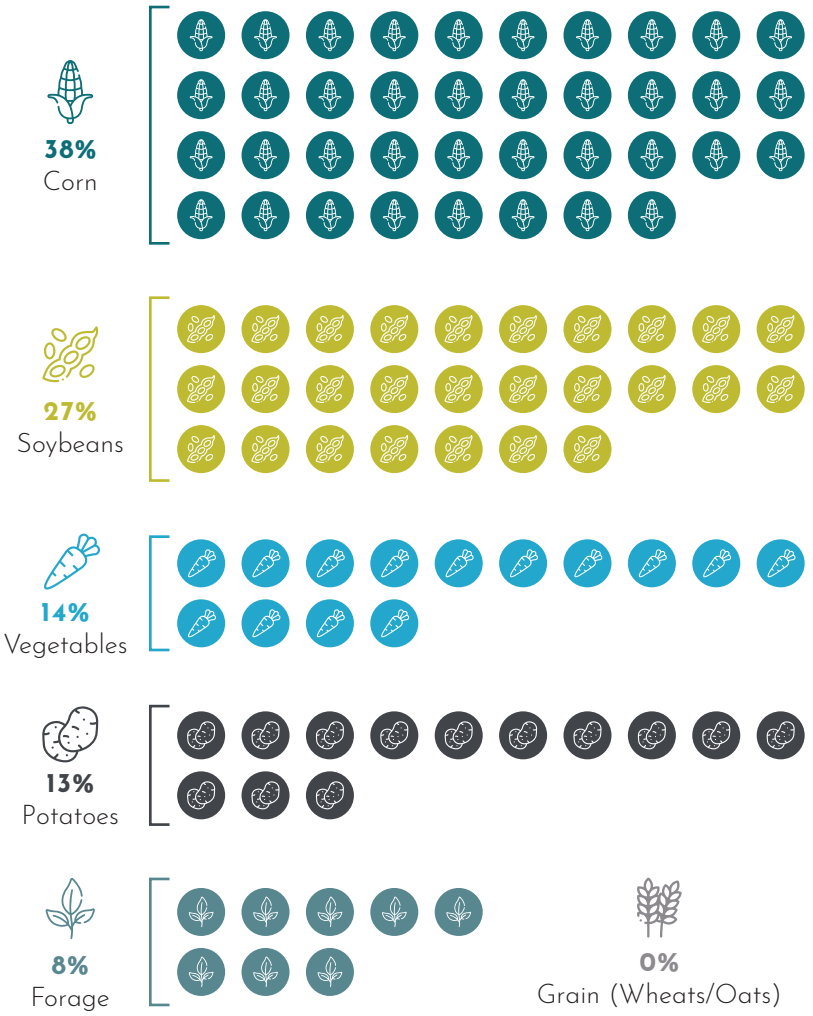
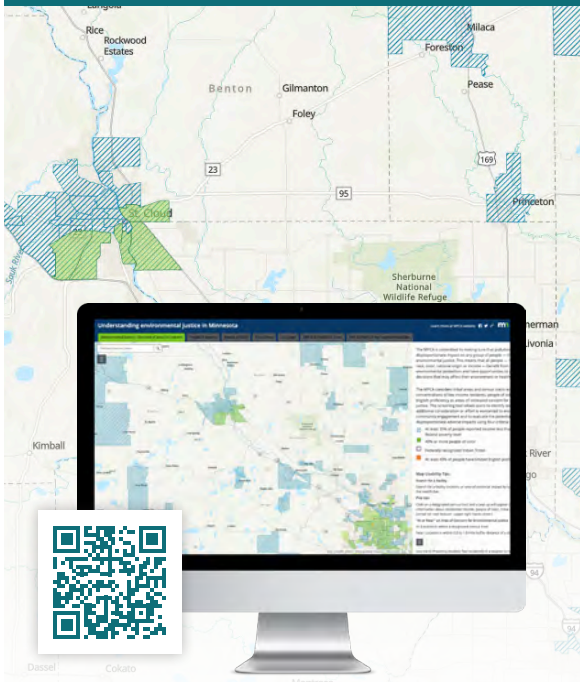


Figure 1.12 Agricultural Crop Types Within Watershed

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ENVIRONMENTAL JUSTICE

Environmental justice means fair treatment and meaningful involvement regardless of race, color, national origin, or income with respect to the development, adoption, implementation, and enforcement of environmental laws, regulation, and policies. The MPCA screened areas of increased concern census tracts with higher concentrations of low-income residents and people of color, as well as tribal areas to ensure meaningful community engagement and evaluation for potential disproportionate adverse environmental impacts (Brooks, 2022).



Understanding Environmental Justice in Minnesota
bit.ly/mnenvironjustice

1.7 HABITAT AND ENDANGERED SPECIES

The ecological subsection of the Watershed is comprised of four subsections, the Anoka Sand Plain (45.4%), Mille Lacs Uplands (23.9%), Hardwood Hills (16.5%), and Big Woods (14.2%). The Anoka Sand Plain has diverse habitat features that include dry prairies and wetlands that provide excellent habitat for the Blanding's turtles, sandhill cranes, trumpeter swans, bald eagles, bobolinks, and lark sparrows. The Mille Lacs uplands provide the extensive forest lands and riparian forests for the Watershed. The Hardwood Hills provides the transition ground between the prairies and forest which produces an abundance of wetlands. The Big Woods subsection has only a small portion of native habitat remaining while farming and urbanization has influenced this subsection of the ecological system (DNR, 2006).

The 2021 Minnesota Statutes, Chapter 88. Division of Forestry (Minn. Stat. §§ 84.0895) governs the protection of threatened and endangered species and defines species with special protection as follows: endangered species are those threatened with extinction throughout all or a significant portion of its range; threatened species are those likely to become endangered within the foreseeable future throughout all or a significant portion of its range; and species of special concern are those that are not endangered or threatened, but are extremely uncommon in Minnesota or have unique or highly specific habitat requirements and deserve careful monitoring. The DNR is required to adopt rules designating species as endangered, threatened, or species of special concern. Species are also protected at the federal level and their protection status is decided by the USFWS. A high level of the species with protection status at the state level, as listed by the DNR, that are present within the Watershed are shown in Table 1.12 a full list of each species can be found in Appendix E.

Table 1.12 Protected Species by Counties (DNR 2022-b)

County	SPC	THR	END
Benton		1	
Mille Lacs			1
Meeker	1		
Sherburne	23	9	4
Stearns	5	1	
Wright	13	4	2

THR = Threatened species under state law
SPC = Species of special concern under state law
END = Endangered species under state law
Watchlist = Species in danger of becoming endangered, may already be threatened or a species of concern



Chapter 02: Issue Prioritization





Elk River Water Monitoring - Photo Provided by BWSR

Issue Prioritization

INTRODUCTION

This chapter covers the information and data used, the process applied, and results of identifying priority issues. The specific process to identify priority resources is outlined in Chapter 3, according to each issue statement. In addition to stakeholder identified priority issues and concerns as provided through the public kickoff meeting and virtual open house, existing data and studies were used to the extent possible to create an understanding of the context of resource conditions. With this understanding, priority issues and resources were determined using a systematic vetting process. First, defined criteria were established and then recommendations were developed by the Steering Committee (SC) by applying the criteria to the issue or resource category. Recommendations were reviewed by the Technical Advisory Committee (TAC) and Citizen Advisory Committee (CAC) at key points throughout the prioritization process to provide further refinement of the SC's recommendations to the Policy Committee (PC).

2.1 ISSUE PRIORITIZATION PROCESS

Multiple sources of information were used to compile and evaluate a list of potential values, concerns, and strategies for prioritization of issues in the Watershed. Sources include existing documents and reports, as well as comment letters from local stakeholders, notes from the public kickoff meeting, and feedback from the CAC.

Documents and Reports

The Watershed has been the focus of numerous studies, resulting in extensive research and data available. Of the available information, documents reviewed for the planning and prioritization process include, but are not limited to:

- County and SWCD Water Plans
- Feasibility Studies
- Mississippi River–St. Cloud Watershed Monitoring and Assessment Report (MPCA, 2012)
- Mississippi River–St. Cloud Watershed Restoration and Protection Strategies (WRAPS) Report (MPCA, 2015)
- Mississippi River–St. Cloud Watershed Stressor Identification Reports (MPCA, 2014; MPCA, 2022)
- Mississippi River–St. Cloud Watershed Total Maximum Daily Load (TMDL) Report (MPCA, 2015)
- Simulation Model for Collaborative Decision Making on Sediment Source Reduction in an Intensively Managed Watershed (Cho et al, 2019)
- Subwatershed Assessments
- DRAFT 2024 MRSC WRAPS and TMDL Reports

Public Kickoff Meeting

The public kickoff meeting was held on January 31, 2023, at the Sherburne History Center in Becker, Minnesota with approximately 60 attendees. The meeting was planned and hosted by the Partnership. The primary purpose of the kickoff meeting was to provide an opportunity for the public and interested stakeholders to provide insight and guidance on water resource issues of concern and importance. To provide additional opportunity for engagement from the public, a virtual open house was also made available, allowing interested community members to provide feedback for several weeks surrounding the in-person event. Both the virtual and in-person events featured display boards with information about key watershed resources and corresponding concerns, with specific questions identified to gather feedback that would be aggregated following the meeting. The in-person meeting allowed for detailed conversations to occur between staff, consultants, stakeholders, and community members in attendance.

To get an overall understanding of the priorities of the community, an activity was conducted that allowed attendees, both in-person and virtual, to vote on which resource categories the Partnership should spend its money. Each participant was given five fake bills to place in buckets that represented the following categories: surface water, groundwater, habitat, and land use management. To show where they thought the Partnership should allocate their funding, participants could distribute their bills in multiple buckets, or choose to place all of their bills in one bucket. Each bill represented one vote for a particular resource category, regardless of the denomination on the bill. The results of the activity are shown in Tables 2.1, 2.2, and 2.3.







Table 1.1 In-person Responses to Resource Investment Prioritization

Resource Concern Category	$ Invested	% of Total
Surface Water	$44	37.0%
Groundwater	$34	28.0%
Habitat	$21	17.5%
Land Use Management	$21	17.5%
Total	$120	100%



Table 1.2 Virtual Responses to Resource Investment Prioritization

Resource Concern Category	$ Invested	% of Total
Surface Water	$21	32.0%
Groundwater	$12	18.5%
Habitat	$12	18.5%
Land Use Management	$20	31.0%
Total	$65	100%



Table 1.3 In-person and Virtual Responses Combined

Resource Concern Category	$ Invested	% of Total
Surface Water	$65	35.0%
Groundwater	$46	25.0%
Habitat	$33	18.0%
Land Use Management	$41	22.0%
Total	$185	100%



Additional feedback obtained from the public kickoff meeting and corresponding virtual open house is presented in the following figures.

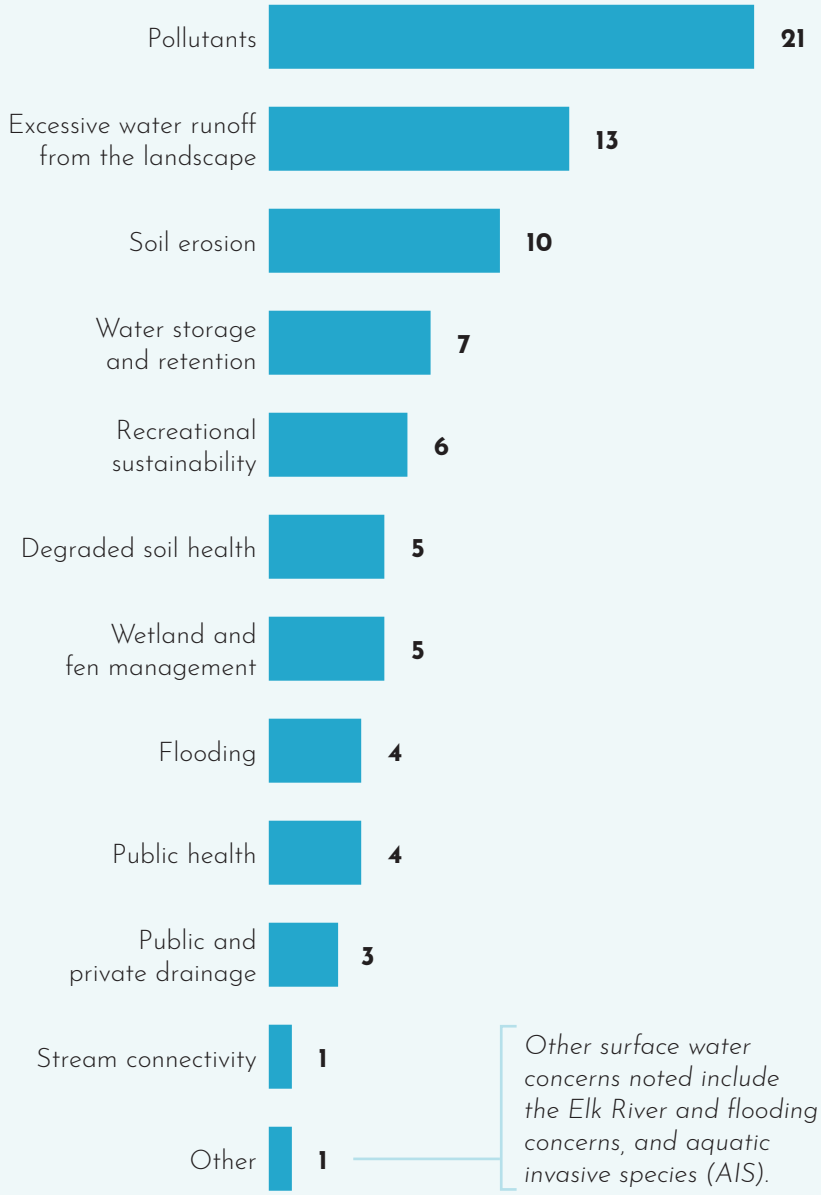


Figure 1.1 Public Rankings of Surface Water Concerns

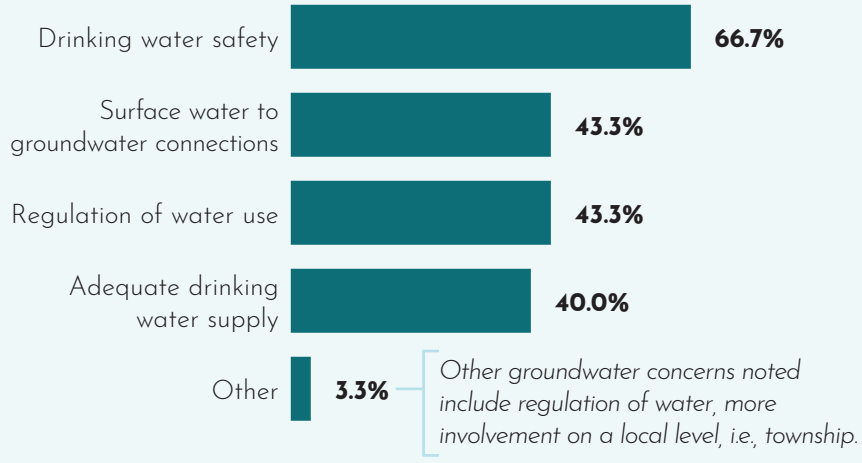


Figure 1.2 Public Rankings of Groundwater Concerns

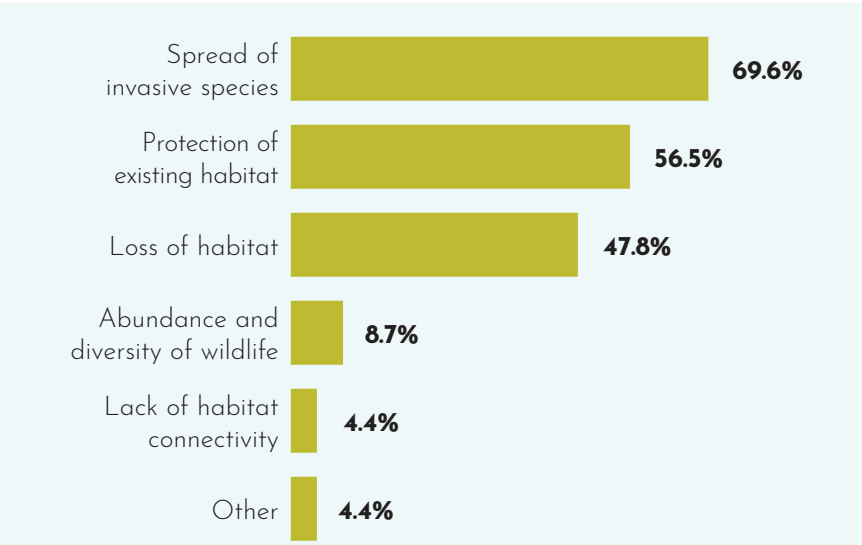


Figure 1.3 Public Rankings of Habitat Concerns

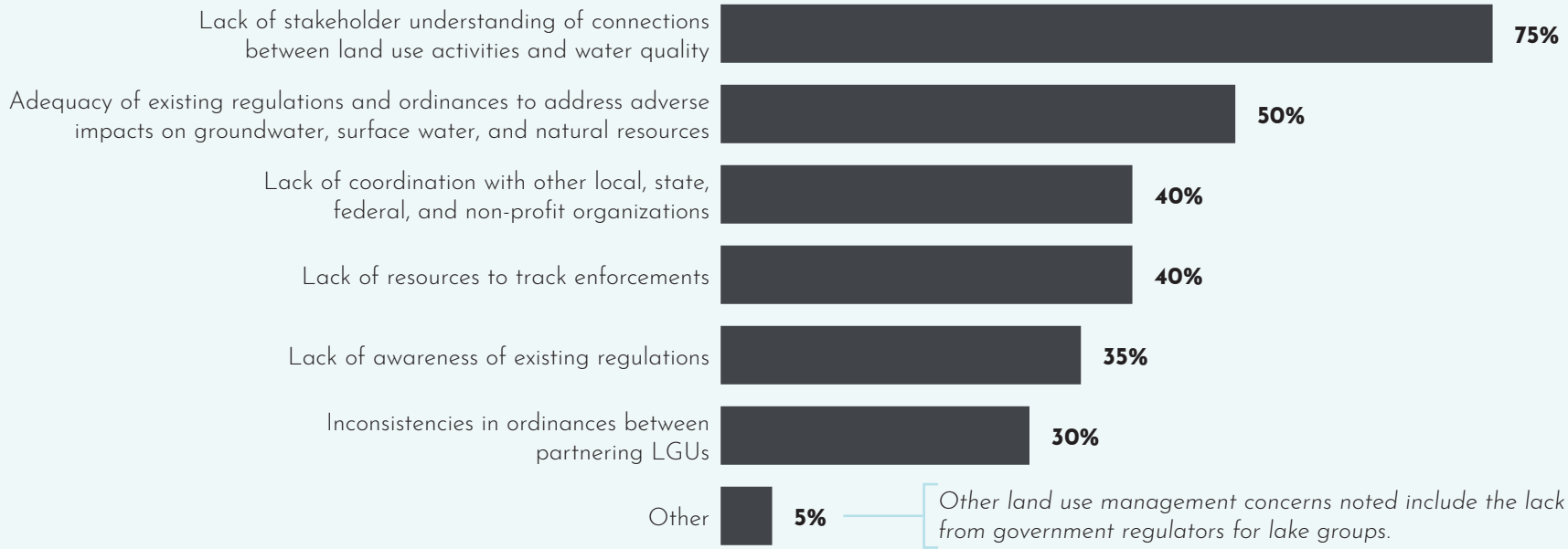
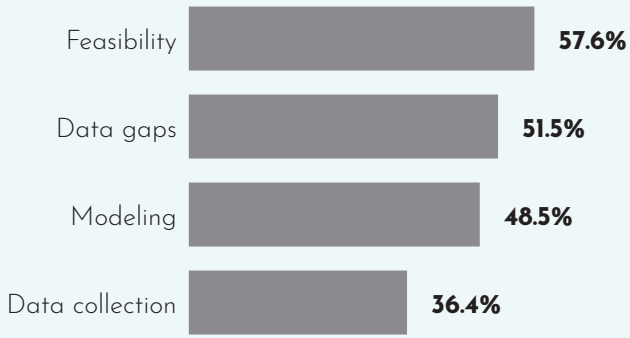


Figure 1.4 Public Rankings of Land Use Management Concerns



Other data, studies, and monitoring concerns noted include: water storage possibilities near the St. Cloud airport, and a data gap regarding who is monitoring surface water for individual landowners and their fertilizer/pesticide applications.



Figure 1.5 Public Rankings of Data, Studies, and Monitoring Concerns



Official Comment Letters

Comment letters with priority concerns were collected from local and state stakeholders. These letters are provided in Appendix B. Comments were received from the following stakeholders:

- Minnesota Board of Water and Soil Resources (BWSR) - December 22, 2022
- Minnesota Department of Agriculture (MDA) - January 25, 2023
- Minnesota Department of Health (MDH) - January 27, 2023
- Minnesota Department of Natural Resources (DNR) - January 26, 2023
- Minnesota Pollution Control Agency (MPCA) - January 13, 2023
- Sherburne Soil and Water Conservation District (SWCD) - January 12, 2023
- Clearwater River Watershed District - January 31, 2023
- Wright County Water Task Force - January 11, 2023

Issues, Resources, and Priorities

Issues, resources, and priorities gathered from the documents, reports, comment letters, and the kickoff meeting were categorized by resource category during the data aggregation efforts early in the planning process (detailed data aggregation outcomes presented in Appendix C). The issues for each resource category were utilized in drafting meeting engagement materials to guide the development of issue statements. Strategies were considered later in the Plan development process when actions were selected to address the issue statements. The strategies are also referred to as implementation actions.

Issues were classified by resource category and subcategory. Occasionally, an issue fell under multiple resource categories and was assigned to all appropriate categories. Categories included:

- Emerging concerns
- Groundwater
- Natural resources
- Education and outreach
- Land use management
- Quality of life
- Surface water
- Data, studies, and monitoring

Subcategories for each of these are listed in Table 2.4 and Table 2.5 through Table 2.13, along with the corresponding number of occurrences of each subcategory.

Table 1.4 Resource Categories

Resource Categories	Count
Surface Water	194
Habitat and Natural Resources	84
Land Use Management	60
Data Studies Monitoring	52
Groundwater	47
Quality of Life	28
Emerging Concerns	23
Outreach and Education	15
Process	14

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Table 1.5 Resource Sub-Category: Emerging Concerns

Emerging Concerns	
Climate Change and Resilience	10
Land Development and Changes	6
Chlorides	5
Contaminants of Emerging Concern	2
Reduce Pesticide and Fertilizer Impacts	0
Other	0
Total	**23**

Table 1.6 Resource Sub-Category: Groundwater

Groundwater	
Groundwater Quality	24
Drinking Water Supply	10
Protect Groundwater Resources	7
Other	4
Groundwater Quantity	2
Infiltration and Recharge	1
Total	**48**

Table 1.7 Resource Sub-Category: Outreach and Education

Outreach and Education	
Public Outreach	6
Stakeholder Involvement	3
Other	3
Engagement Opportunities	2
Landowner Engagement	1
Relationship Building	0
Total	**15**

Table 1.8 Resource Sub-Category: Habitat and Natural Resources

Habitat and Natural Resources	
Manage, Enhance, and Restore Habitat	24
Aquatic Habitat	15
Invasive Species	12
Invasive Species	12
Other	10
Wetland Habitat	3
Upland Habitat	3
Protect Soil Health	3
Preserve Prime Farmland	1
Total	**83**

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Table 1.9 Resource Sub-Category: Surface Water

Surface Water	
Surface Water Quality	88
Protect Surface Water Resources	26
Altered Hydrology	22
Erosion and Sediment Control	13
Stormwater Management	13
Waste and Feedlot	8
Other	8
Drainage System Management	7
Water Rate and Quantity	5
Flooding and Floodplain	4
Total	**194**

Table 1.10 Resource Sub-Category: Quality of Life

Quality of Life	
Other	12
Aquatic Recreation	8
Public Safety	8
Aquatic Consumption	0
Total	**28**

Table 1.11 Resource Sub-Category: Land Use Management

Land Use Management	
Land Use Management	46
Administrative Priorities	7
Collaboration	3
Other	3
Political Support	1
Total	**60**

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Table 1.12 Resource Sub-Category: Data Studies Monitoring

Data Studies Monitoring	
Data Collection	38
Data Gaps	5
Feasibility Studies	5
Monitoring Needs	3
Modeling	1
Other	0
Total	**52**

Table 1.13 Resource Sub-Category: Process

Process	
Other	7
1W1P Document	4
1W1P Process	3
Total	**14**



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2.2 PRIORITY ISSUES AND ISSUE STATEMENTS

Six draft issue statements were developed based on the results of the data aggregation incorporated with professional judgment. The draft issue statements were grouped by category with three in surface water, two in groundwater, and one in habitat and natural resources. Through review and evaluation of the draft issue statements, the TAC identified landscape resiliency, specifically soil health, as a gap and created an issue statement to address the gap resulting in a total of seven issue statements covering four resource categories. As the planning process progressed, issue statement language was further refined as needed to adequately capture the concerns of the various committees and stakeholders, align with priority resources, and support the desired future condition and measurable goals that were developed later in the planning process.

The final issue statements are shown in Table 2.14.

Table 1.14 Issue Statements

Issue	Concern	Issue Statements
Surface Water	Pollutant Runoff	Surface waters threatened or impaired by pollutants result in damaging impacts to the environment, economy, and quality of life.
	Altered Hydrology	Altered hydrology changes the timing, flow rate, and volume of water delivered downstream negatively impacting the environment (stream stability, pollutant loading), economy (risk of flooding, drainage system maintenance) and quality of life (flooding and recreation).
	Internal Load Processes	Surface waters are impaired by internal cycling of sediment, nutrient release, recreational activities, and invasive species.
Groundwater	Groundwater Quantity	Groundwater quantity resiliency is threatened when there is an imbalance between recharge and withdrawals.
	Groundwater Quality	Groundwater quality is impacted by naturally occurring processes and land use practices that degrade drinking water and surface water connections.
Habitat and Natural Resources	Restoration, Protection, Preservation	Aquatic and terrestrial habitats are diminished due to fragmentation, degradation, and loss, which risks the stability of native species and ecosystems.
Landscape Resiliency	Soil Health	Degraded soil health diminishes resiliency and limits the ecological functions of the landscape.



Eagle Lake - Photo Provided by Sherburne SWCD

Emerging Issues

This plan is based on existing knowledge and the evaluation of existing concerns; however, emerging issues may require a shift in focus or may influence the implementation plan priorities and actions. There were four general categories of emerging issues that were identified in the aggregated data:

- Chlorides
- Climate Change and Resilience
- Contaminants of Emerging Concern
- Land Development and Changes

Many of these issues have limited data to assess the extent and nature of the problem and are beyond the authorities or resources of the Partnership. As such, the Partnership did not prioritize emerging issues as a priority issue for the Plan. Nevertheless, two emerging issues that have not been captured in previous watershed reports and studies, but have become more prevalent in last few years are the impacts of wakeboats and the increasing presence of harmful algal blooms (HABs). The primary concern related to wakeboat use is the damaging impacts to shorelines and lake sediment. Current recommendations from content experts suggest wakeboats should be operated more than 500 feet from shore and in water greater than 15 feet deep, although there are no current rules or regulations related to wakeboat operation. (UMN, 2022.A and UMN, 2022.B).

For HABs, the primary concerns include the indication of high levels of nutrient presence, limited recreation access, and illness and death for humans and animals. Fish consumption from waters impacted by HABs may also result in illness, and caution should be used when angling from impacted waters (MPCA, HAB).

Impacts from contaminants of emerging concern, such as PFAS and pesticides, are also of interest to the Partnership. As new information on these contaminants becomes available the Partners will review and utilize the information as appropriate. The Partnership will also continue to monitor emerging issues, especially wakeboat impacts and HABs, throughout the Plan implementation period to ensure the implementation actions address the active issues and incorporate new information as it becomes available.





Chapter 03: Priority Issues, Targeting, and Measurable Goals



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Priority Issues, Targeting, and Measurable Goals

INTRODUCTION

Following the development of the priority issue statements presented in Chapter 2, the Partnership developed a framework for each issue statement. The framework defines a desired future condition, goal(s), priority resources, targeting criteria, and strategies for addressing the issues for each issue statement. This framework served as an outline that guided the process to develop measurable goals and the targeted implementation schedules that are described in Chapter 4. The framework was created and updated at various SC and TAC meetings, while also being reviewed by the CAC. The meetings included multiple avenues to provide and incorporate feedback, including

- Virtual interactive whiteboards
- Small group discussions
- Large group discussions

Adjustments to the framework were made during the development of the implementation schedule to better align with the realities and constraints associated with implementing the actions.

In addition to reviewing local studies and reports, the SC and TAC also reviewed the MPCA's Minnesota Nutrient Reduction Strategy Goals for the Mississippi River St. Cloud Watershed to ensure that efforts outlined within the Plan align with the greater goals of the State of Minnesota. The Mississippi River St. Cloud Watershed portion of the statewide reductions are shown in Table 3.1 and were compared with the reductions achieved through the implementation efforts identified in this Plan.

Table 3.1 Nutrient Reductions at Outlet of Mississippi River St. Cloud Hydrologic Unit Code (HUC) 8 to achieve 2040 reduction goals (MPCA, Reductions 2022)

Pollutant	Load Reduction (MT*) at HUC8 Outlet	Load Reduction (%) at HUC8 Outlet
Total Nitrogen	1,298	43
Total Phosphorus	36	28

**MT = Metric Tons per Year*

The framework for each issue statement, including the priority resource targeting approach and final measurable goals, is summarized in this section, and organized in order of issue statement priority. For the entire issue statement framework document developed by the Partnership see Appendix D.

3.1 Issue Statement: Surface Water

Surface Water Issue 1: Pollutant Runoff

ISSUE STATEMENT

Surface waters threatened or impaired by pollutants result in damaging impacts to the **environment, economy,** and **quality of life.**

DESIRED FUTURE CONDITION

Surface waters across the Watershed have a healthy and thriving environment that supports **aquatic life, drinking water consumption,** and **human recreation.**

MEASURABLE GOALS

Goal 1

Delist **10 waterbodies** from the state's impaired waters list.

Goal 2

No new nutrient impairments on priority protections waterbodies.

Goal 3

Achieve *E.coli* reductions in priority restoration streams through completing

- **9,800** new acres Soil Health Practices
- **111,900** feet Ag BMPs
- **40** Ag BMPs (unit = each)
- **81** Subsurface Sewage Treatment System (SSTS) Improvement/Replacements

Goal 4

Reduce watershed pollutant runoff by **2,200 tons per year (8%) of sediment** and **10,200 pounds per year (8%) of phosphorus.***

**Pollutant load reductions equal the cumulative in-reach reductions calculated at the outlet of each HSPF watershed and corrected for upstream contributions with values rounded to the nearest hundreds.*

Goal 5

Reduce total phosphorus loading to priority lakes by **8,700 pounds per year** according to Table 3.2 and Table 3.3.

TARGETING CRITERIA

The following map layers were used to target specific areas in the Watershed for surface water restoration and protection efforts.

- **Protection area layers:** Priority Protection Lakes and Priority Protection Streams
- **Restoration area layers:** Priority Restoration Lakes and Priority Restoration Streams
- TP loading rates from HSPF Subwatershed Basin Loading Rate layer
- TSS loading rates from HSPF Subwatershed Basin Loading Rate layer
- *E.coli* impairment
- *E.coli* impairment with recreation value (considering both lake and stream layers)

Note: the Multiple Benefit Analysis is described on page 103, with details on the Pollutant Runoff analysis also on page 103 and maps beginning on page 108.



Priority resources were identified through the data aggregation process, and refined based on

- Stakeholder and community member input
- Professional judgment from local and state agency representatives
- On-going WRAPS effort led by the MPCA
- Detailed metric-based analysis and professional judgment from SC members

Due to the WRAPS process overlapping with the 1W1P process, the final WRAPS document was not used to develop Plan content, however, local and state partners were intentional in their efforts to align the information in both documents and ensure that the documents supported each other.

Similar to priority resources as a whole, priority lakes, both restoration and protection, were identified through the data aggregation process, along with the incorporation of stakeholder and community member input and professional judgment. Priority restoration lakes are identified in Table 3.2, and priority protection lakes are identified in Table 3.3, both of which includes the measurable goal TP reductions for each of the priority lakes as well as TMDL load reductions that provide long-term load reduction targets for context. The TP reduction measurable goal varies by lake with some reductions being relatively low. The reductions reported in Table 3.2 and Table 3.3 reflect the localized modeled reductions of TP runoff reaching the lakes based on the HSPF model. This means lakes in a chain or with a large upstream watershed will realize greater TP reductions overall when implementation occurs further upstream in the watershed. There are also lakes that will rely on significant internal TP load reductions to combine with local watershed reductions to achieve the desired overall lake outcomes.

For protection lakes, SC members have partnered with MPCA to develop a lake protection study that focuses on the protection of three high quality lakes:

- Big Lake
- Mitchell Lake
- Sugar Lake

The lake protection study provides a detailed assessment and summary of lake characteristics, lake water quality data, fisheries, vegetation conditions, and lakeshore conditions that was used to develop lake protection strategy tables for the three lakes. These tables will guide specific protection efforts for Big, Mitchell, and Sugar Lakes. Protection efforts outlined in the lake protection study are supported by this Plan and may be included in associated workplans to achieve Plan goals.

Priority protection and restoration streams are identified in Table 3.4 and Table 3.5. The pollutant reductions identified under Surface Water Issue 1, in particular Goal 4, will address identified concerns with these resources.

Table 3.2 Priority Restoration Lakes Reference Table

Lake Name (Lake ID)	County	10-Year Plan TP Reduction* * Pounds per Year (%)	Long-Term TMDL TP Reductions Pounds per Year (%)		Long-Term TMDL TP Internal Load Reductions Pounds per Year (%)	
Fremont (71001600)	Sherburne	25 (5%)	50 (15%)	*2024 Draft TMDL*		
Indian (86022300)	Wright	5 (5%)	84 (27%)	*2015 TMDL*	64 (35%)	*2015 TMDL*
Orono (71001300)	Sherburne	500 (5%)**	47,711 (48%)	*2015 TMDL*	3,381 (88%)	*2015 TMDL*
Fish (86018300)	Wright	10 (5%)	156 (22%)	*2015 TMDL*	2 (10%)	*2015 TMDL*
Julia (71014500)	Sherburne	10 (10%)	37.65	*2015 TMDL*		
Eagle (71006700)	Sherburne	75 (10%)	220 (33%)	*2024 Draft TMDL*		
Elk (71014100)	Sherburne	1,350 (5%)	62%	*2012 TMDL*		
Locke (86016800)	Wright	180 (10%)	1,831 (44%)	*2015 TMDL*	(0%)	*2015 TMDL*
Briggs (71014600)	Sherburne	60 (10%)	1,682 (56%)	*2015 TMDL*	1,422 (84%)	*2015 TMDL*
Mayhew (05000700)	Benton	650 (10%)	78%	*2012 TMDL*		
Marie (73001400)	Stearns	375 (10%)	43%	*2010 TMDL*		
Louisa (86028200)	Stearns	375 (10%)	57%	*2010 TMDL*		
Rush (71014700)	Sherburne	45 (5%)	1,330 (48%)	*2015 TMDL*	716 (56%)	*2015 TMDL*
Elk (71005500)	Sherburne	140 (5%)	1,665 (39%)	*2024 Draft TMDL*		
Clear (47009500)	Meeker	30 (2%)	90%	*2010 TMDL*		
Mink (86022900)	Wright	75 (5%)	1,330 (48%)	*2015 TMDL*	716 (56%)	*2015 TMDL*
Somers (86023000)	Wright	25 (5%)	427 (42%)	*2015 TMDL*	245 (47%)	*2015 TMDL*
Caroline (86028100)	Stearns	750 (10%)				
Scott (86029700)	Wright	70 (10%)	85%	*2010 TMDL*		
Betsy (47004200)	Meeker	840 (10%)	87%	*2010 TMDL*		

**The percentage represents the TP budget amount that will be reduced by the reduction provided in pounds.*

***Assumes 500 lbs/yr from direct subwatersheds and 3,000 pounds per year total including upstream reductions*

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Table 3.3 Priority Protection Lakes Reference Table

Lake Name (Lake ID)	County	10-Year Plan TP Reduction** Pounds per Year (%)
Cedar (86022700)	Wright	60 (5%)
Ann (71006900)	Sherburne	6 (5%)
Limestone (86016300)	Wright	40 (6%)
Sugar (86023300)	Wright	30 (6%)
Clearwater (86025200)	Wright	820 (5%)
Mary (86015600)	Wright	30 (5%)
Ida (86014600)	Wright	7 (5%)
Nixon (86023800)	Wright	7 (6%)
Augusta (86028400)	Stearns	400 (5%)
Pleasant (86025100)	Wright	20 (5%)
Little Mud (47009600)	Meeker	4 (7%)
Warner (73001100)	Stearns	40 (5%)
Bertram (86007000)	Wright	60 (6%)
Bass (86023400)	Wright	4 (6%)
Birch (86006600)	Wright	10 (5%)
Birch (71005700)	Sherburne	20 (10%)
Crooked (73000600)	Stearns	150 (6%)
Long (73000400)	Stearns	150 (6%)
Long (71015900)	Sherburne	20 (5%)
Big (71008200)	Sherburne	6 (10%)
Mitchell (71008100)	Sherburne	8 (5%)
George (73061100)	Stearns	0.1 (0%)

Table 3.4 Priority Protection Streams

Reach Name (WID)	County	Reach Description
Stony Brook (07010203-546)	Benton	T36 R29W S17, East Line to Rice Lake
Unnamed Creek (07010203-684)	Sherburne	Unnamed Creek to Elk River
County Ditch 5(07010203-697)	Sherburne	Unnamed Ditch to Unnamed Ditch
Silver Creek (07010203-555)	Wright	Little Mary Lake to Locke Lake
Unnamed Creek (Luxemburg Creek) (07010203-561)	Stearns	T123 R28W S30, South Line to Johnson Creek
County Ditch 13 (07010203-694)	Benton	Unnamed Ditch to St. Francis River
Johnson Creek (Meyer Creek) (07010203-633)	Meeker	Unnamed Creek to Unnamed Creek
Otter Creek (07010203-690)	Wright	First Lake to Unnamed Creek
Tibbets Brook (07010203-736)	Sherburne	Unnamed Ditch to Elk River
Briggs Creek (07010203-538)	Sherburne	T35 R29W S2, North Line to Briggs Lake
Battle Brook (07010203-612)	Mille Lacs	Unnamed Creek to T36 R27W S36, South Line
Battle Brook (07010203-559)	Sherburne	T35 R27W S1, North Line to CD 18
Unnamed Creek (Thiel Creek) (07010203-566)	Sterns	Headwaters to Lake Marie
Plum Creek (07010203-572)	Sterns	Warner Lake to Mississippi River
Tibbets Brook (07010203-735)	Sherburne	Rice Lake to Unnamed Ditch
Mississippi River (07010203-728)	Benton	Sauk River to Clearwater River
Mississippi River (07010203-729)	Sterns	Clearwater River to Crow River
Willow Creek (07010203-515)	Sterns	Headwaters to Lake Betsy
Johnson Creek (Meyer Creek) (07010203-632)	Sterns	T122 R28W S4, South Line to Unnamed Creek

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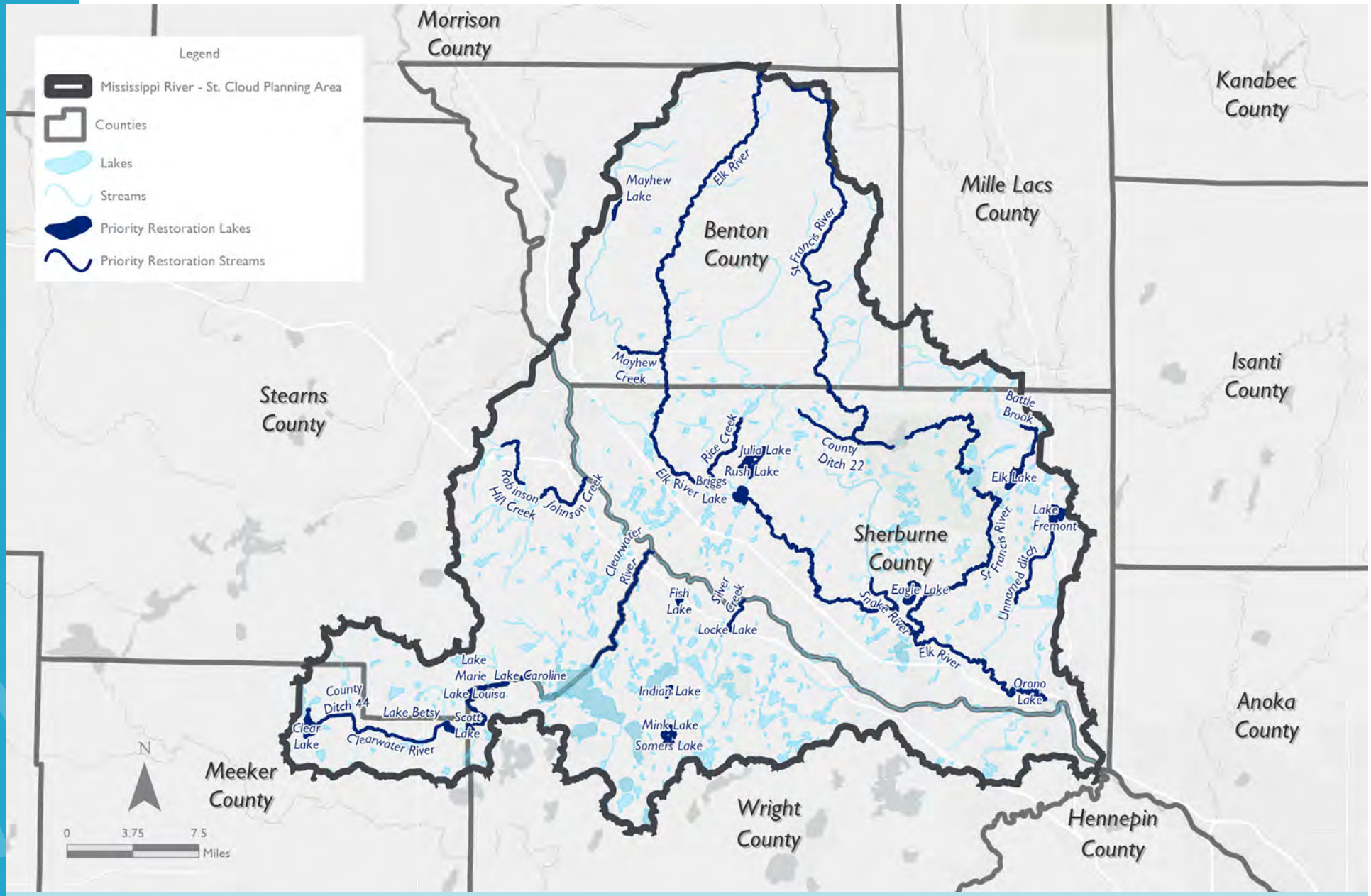


Figure 3.1 Priority Restoration Lakes and Streams in the Mississippi River St. Cloud Watershed

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Table 3.5 Priority Restoration Streams

Reach Name (WID)	County	Description
Elk River (07010203-579)	Sherburne	Elk Lake to St. Francis River
Clearwater River (07010203-511)	Stearns	Clearwater Lake to Mississippi River
Elk River (07010203-548)	Sherburne	St. Francis River to Orono Lake
Clearwater River (07010203-549)	Meeker	CD 44 to Lake Betsy
Silver Creek (07010203-557)	Wright	Locke Lake to Mississippi River
Johnson Creek (Meyer Creek) (07010203-639)	Stearns	T123 R28W S14, West Line to Mississippi River
Battle Brook (07010203-535)	Sherburne	CD 18 to Elk Lake
County Ditch 22 (07010203-695)	Sherburne	Headwaters to St Francis River
St Francis River (07010203-704)	Sherburne	Unnamed Lake (71-0731-00) to Rice Lake
Clearwater River (07010203-717)	Stearns	Scott Lake to Lake Louisa
St Francis River (07010203-702)	Sherburne	Rice Lake to Elk River
County Ditch 44 (07010203-550)	Meeker	Clear Lake to Clearwater River
St Francis River (07010203-700)	Benton	Headwaters to Unnamed Lake (71-0371-00)
Unnamed creek (Robinson Hill Creek) (07010203-724)	Stearns	CD 14 to CSAH 136
Elk River (07010203-507)	Benton	Mayhew Creek to Rice Creek
Unnamed ditch (07010203-523)	Sherburne	Headwaters (Lake Fremont 71-0016-00) to Tibbits Brook
Mayhew Creek (07010203-750)	Benton	T36 R30W S21, west line to Elk River
Elk River (07010203-508)	Benton	Headwaters to Mayhew Creek
Snake River (07010203-529)	Sherburne	Unnamed Creek to Eagle Lake Outlet
Rice Creek (07010203-512)	Sherburne	Rice Lake to Elk River



St. Francis River - Photo Provided by Sherburne SWCD

Near the top of the Watershed is the drinking water intake for the City of St. Cloud, which provides clean and safe drinking water to **approximately 70,000 people each day**. The Mississippi River is also the source of drinking water for other municipalities within the Watershed, as well as much of the population of the Twin Cities. This makes implementation strategies that directly address drinking water contamination sources of the utmost importance. These strategies include, but are not limited to:

- Improving feedlot and manure storage facilities,
- Increasing outreach to ensure manure management plans are being followed
- Implementing stormwater projects that treat pollutants and reduce the runoff rate, flow, and volume
- Upgrading failing SSTSs that are likely to impact surface water
- Installing high-value, pilot stormwater reuse projects to demonstrate value and provide outreach to appropriate audiences on the value of stormwater reuse

Of the pollutants addressed through the pollutant runoff issue statement and corresponding measurable goals, ***E.coli* poses the greatest direct threat to human health.** Bacteria impaired streams/rivers continue to be prevalent and present a significant issue in the Watershed with 20 reaches (17 for E. coli and 3 for fecal coliform) currently on the draft 2024 Impaired Waters List. Of these 20 reaches, 9 have approved TMDL plans and 10 are included in the 2024 MRSC Total Maximum Daily Load (TMDL) project.

Given the relatively high number of bacteria impaired recreational waters and public beaches within the Watershed, awareness of the state water quality impairment standards for E. coli in public waters and how those standards differ from public beach/safety requirements through the Minnesota Department of Health (MDH) is crucial.



Impaired waters are those that consistently exceed the water quality standards adopted in Minnesota Rule 7050, which is implemented by the MPCA. There are two E. coli criteria for Class 2 waters—one is applied to monthly E. coli geometric mean concentrations, and the other is applied to individual samples. Exceedances of either E. coli criterion in Class 2 waters indicate that a water body does not meet the aquatic recreation designated use. The Class 2 criteria for E. coli apply from April through October. The E. coli TMDLs developed for the MRSCW in 2024 were based on the monthly geometric mean criterion of 126 org/100 ml. It is assumed that practices implemented to meet the geometric mean criterion will also address the individual sample criterion (1,260 org/100 ml), and that the individual sample criterion will also be met. Although the TMDLs are based on the monthly geometric mean criterion, both criteria apply.

MDH focuses primarily on health and recreational risks associated with the presence of E. coli. Beach monitoring occurs to ensure that health risks related to E. coli and other bacteria are minimal. When sample results indicate an increased risk to those recreating, the beach may be temporarily closed. The standard or threshold of bacteria for a beach closure differs from that of an impairment, and therefore, a closed beach is not indicative of an impaired water body. Throughout the 10-year plan implementation period, the Partners may work together to develop a standardized procedure for handling beach closures, as well as educational materials outlining the difference between a waterbody that is impaired for E. coli versus one that is temporarily closed for recreation due to the presence of E. coli.

The Clean Water Act requires MPCA to designate beneficial uses for Minnesota rivers, drainage ditches, streams, wetlands, and lakes.

Most of Minnesota's surface water has the beneficial use Class 2: aquatic life and recreation.

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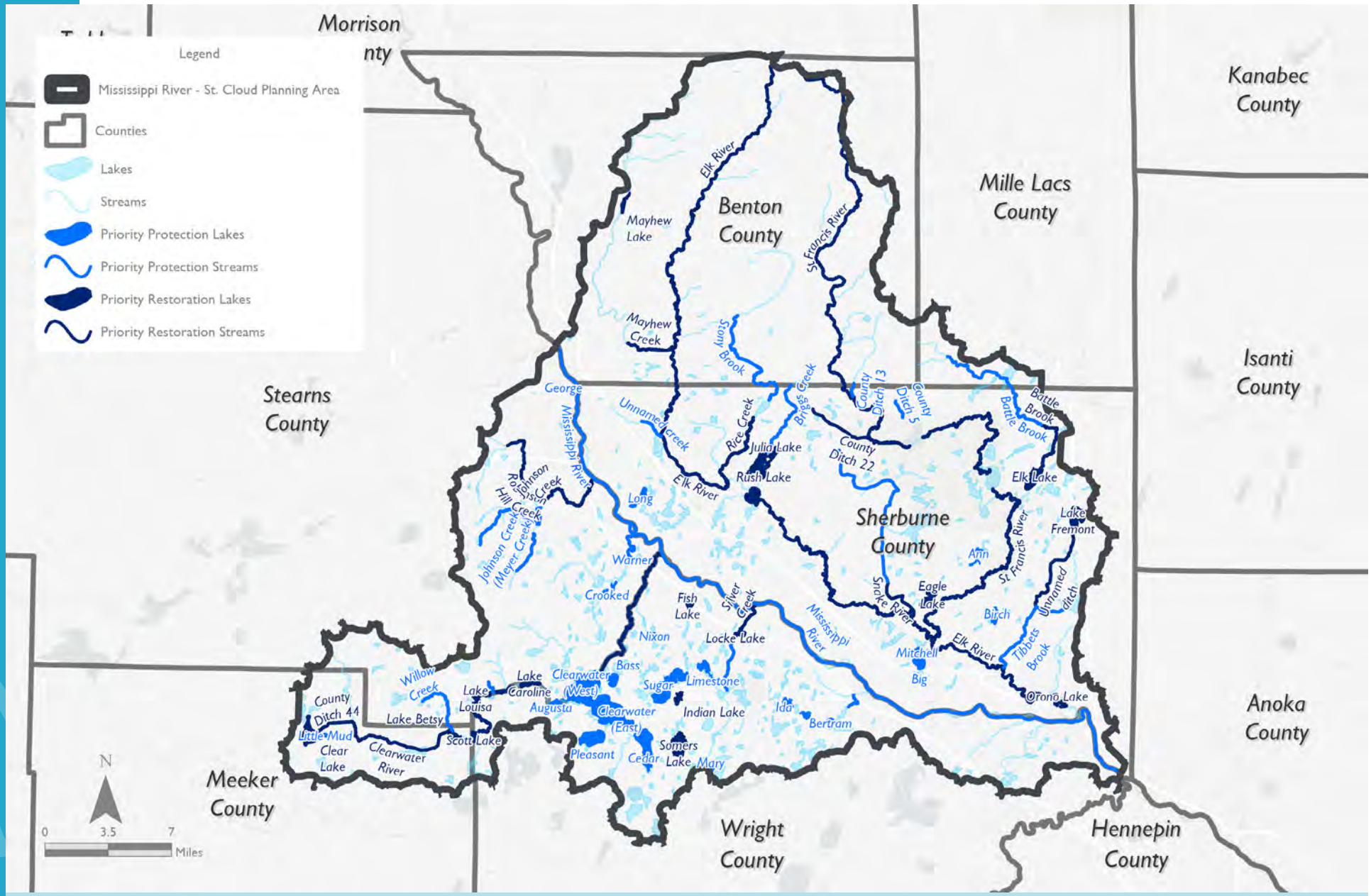


Figure 3.2 Surface Water Priority Resources

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Surface Water Issue 2: Altered Hydrology

Altered hydrology is defined as man-made modifications of historic river flows, water levels, and groundwater. While the definition of altered hydrology may be simple, the impacts of altered hydrology are anything but simple. Flooding is a potential impact from altered hydrology that is a concern in the Watershed. For the purposes of this Plan, flooding includes:

- FEMA identified floodplains
- Areas that are inundated after large rain events
- Areas inundated as a result of poor land management

ISSUE STATEMENT

Altered hydrology changes the **timing, flow rate,** and **volume of water** delivered downstream, negatively impacting the **environment** (stream stability, pollutant loading), **economy** (risk of flooding, drainage system maintenance), and **quality of life** (flooding and recreation).

DESIRED FUTURE CONDITION

The Watershed has achieved a balanced surface water hydrologic regime with timing and volume of water delivered downstream supporting human activity and the ecological functioning of riparian areas and aquatic habitats.

MEASURABLE GOALS

Goal 1

Reduce the magnitude of high stream flows by storing **5,200-acre feet of water** in the Watershed.

Goal 2

Address altered hydrology related stream stability issues through **25,750 linear feet of BMPs**.

Goal 3

Reduce flooding impacts in developed areas by implementing **108 stormwater BMPs**.



Riverbank Erosion Project on Mississippi River
Photo Provided by Sherburne SWCD

TARGETING CRITERIA

The following map layers were used to target specific areas in the Watershed for altered hydrology projects.

- WHAF Loss of Hydrologic Storage, Altered Hydrology
- WHAF Loss of Hydrologic Storage, Wetland Loss

Note: the Multiple Benefit Analysis is described on page 103, with details on the Altered Hydrology analysis on "Altered Hydrology" on page 104 and maps beginning on page 108.

Surface Water Issue 3: Internal Load Processes

ISSUE STATEMENT

Surface waters are impaired by:

- Internal cycling of sediment
- Nutrient release
- Recreational activities
- Invasive species

DESIRED FUTURE CONDITION

Internal nutrient cycling and disturbance of bottom sediments are properly managed for phosphorus in lakes throughout the Watershed.

MEASURABLE GOALS

Goal 1

Complete feasibility studies and/or lake management plans to address potential internal nutrients on **11 waterbodies**.

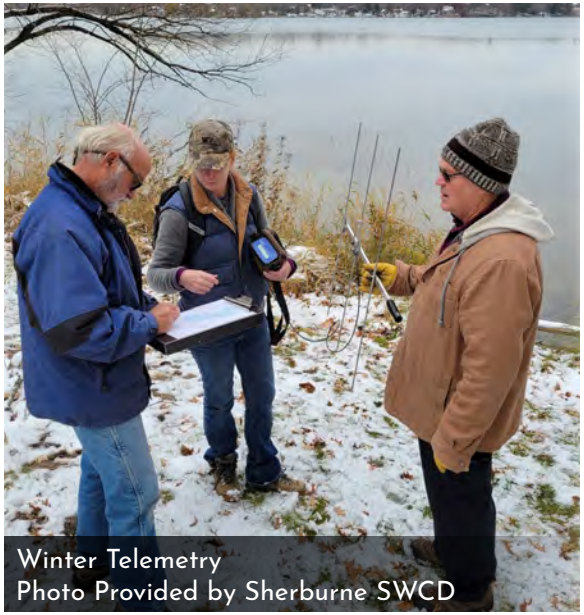
The 11 waterbodies may include some or all of the following: Indian Lake, Fish Lake, Locke Lake, and Mink and Somers in Wright County and Fremont Lake, Eagle Lake, Little Elk Lake, and the Briggs Chain (Julia, Briggs, Rush, and Big Elk) in Sherburne County..

Goal 2

Achieve **60% reduction** of internal phosphorus budget in **5 waterbodies** through internal nutrient source management. Potential lakes include:

- Fremont
- Indian
- Fish
- Julia
- Eagle
- Briggs
- Rush
- Mink
- Somers

Sixty percent reduction is an average of the reductions provided for each lake. This list does not include lakes with feasibility studies planned in supporting programs tables.



Winter Telemetry
Photo Provided by Sherburne SWCD

TARGETING CRITERIA

The following map layers were used to target specific areas in the Watershed for addressing internal load process concerns.

Planning Criteria: Nearly/Barely Lakes, Feasibility studies/previous data/models, and Connectivity to watercourses (lake outflow and downstream benefits)

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Battle Brook Near 293rd Avenue, Sherburne County - Photo Provided by Sherburne SWCD

To accurately evaluate lake health, a wide range of information is reviewed, both from sources contributing water and nutrients into the lake as well as internal lake components. Internal loading focuses on internal lake components and information such as fisheries data, dissolved oxygen profiles, carp inventories or studies related to carp movement, plant inventories, and hypolimnetic phosphorus, all of which are important to review to determine the internal loading of a lake. A commonly used model to evaluate lake loading is called BATHTUB, though other models are available. Within the Watershed, there have been a number of studies completed that evaluate the internal loading of specific lakes. These studies, along with any new information collected, will be used to direct implementation efforts to address the internal loading issue statement. Specific activities that have already been identified have been included in the implementation schedules presented in Chapter 4.



3.2 Issue Statement: Groundwater

Groundwater Issue 1: Groundwater Quantity

Groundwater quantity was quickly identified as a priority issue during the data aggregation process, though the Partners acknowledge the need for additional data and education on the impacts to aquifers. Implementation actions supporting the collection of additional data and developing educational materials about the impacts to aquifers are included in the appropriate implementation schedules presented in Chapter 4. The Partners also plan to utilize existing data sources related to groundwater recharge when information is available. One such data source is a gridded data structure of spatially distributed recharge estimates that can be easily integrated into regional groundwater studies and was developed by the US Geological Survey in partnership with the MPCA (MPCA, WRAPS Draft).

ISSUE STATEMENT

Groundwater quantity resiliency is threatened when there is an **imbalance between recharge and withdrawals.**

DESIRED FUTURE CONDITION

Groundwater systems demonstrate a **balanced relationship between recharge and withdrawals**.

MEASURABLE GOALS

No change in groundwater level based on trends from 2013-2022 (GRAPS 2024) relative to precipitation.

TARGETING CRITERIA

The following map layers were used to target specific areas in the Watershed to address groundwater quality concerns.

- Anoka Sand Plain
- GRAPS

Note: the Multiple Benefit Analysis is described on page 103, with details on the Groundwater Quantity analysis on page 104 and maps beginning on page 108.

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Groundwater Issue 2: Groundwater Quality

The groundwater quality issue covers a range of naturally occurring and human-induced influences onto groundwater sources. Like surface water, groundwater is also faced with newly **emerging contaminants of concern**, some of which are not known during the planning process. The Partners will evaluate and incorporate contaminants of emerging concern and corresponding management strategies as appropriate during the implementation period. **Education and outreach** is another important component of this issue, as many community members have a limited understanding of groundwater quality. Education and outreach efforts related to groundwater quality include:

- Programmatic information distribution
- Partnering with influential individuals who are well-positioned to reach community members
- Partnering with municipalities to go above and beyond the requirements of their MS4 permits

ISSUE STATEMENT

Groundwater quality is impacted by naturally occurring processes and land use practices that degrade drinking water and surface water connections.

DESIRED FUTURE CONDITION

Land use practices are **managed sustainably to minimize adverse impacts** to groundwater quality and allow safe drinking water for all people in the Watershed.

MEASURABLE GOALS

Goal 1

Minimize groundwater source contamination by sealing **77 wells**.

Goal 2

Establish **18,640 acres** in a nutrient or nitrogen management federal, state, or local program.

Goal 3

Establish **41,434 acres** of newly enrolled cover crop in groundwater protection priority areas.

Goal 4

Establish **38 acres** of new turf management BMPs in priority areas.

TARGETING CRITERIA

The following map layers were used to target specific areas in the Watershed to address groundwater quality concerns.

- Pollution sensitivity
- DWSMAs
- Township Nitrate Results > 5mg/L

Note: the Multiple Benefit Analysis is described on page 103, with details on the Groundwater Quality analysis on page 104 and maps beginning on page 108.

Newly enrolled acres (as called out in Goal 3) are those that have not previously received a particular conservation practice, or those acres where the practice is being repeated but at a higher level of management (moving from one species of cover crops to multiple species), or addressing a new resource concern.

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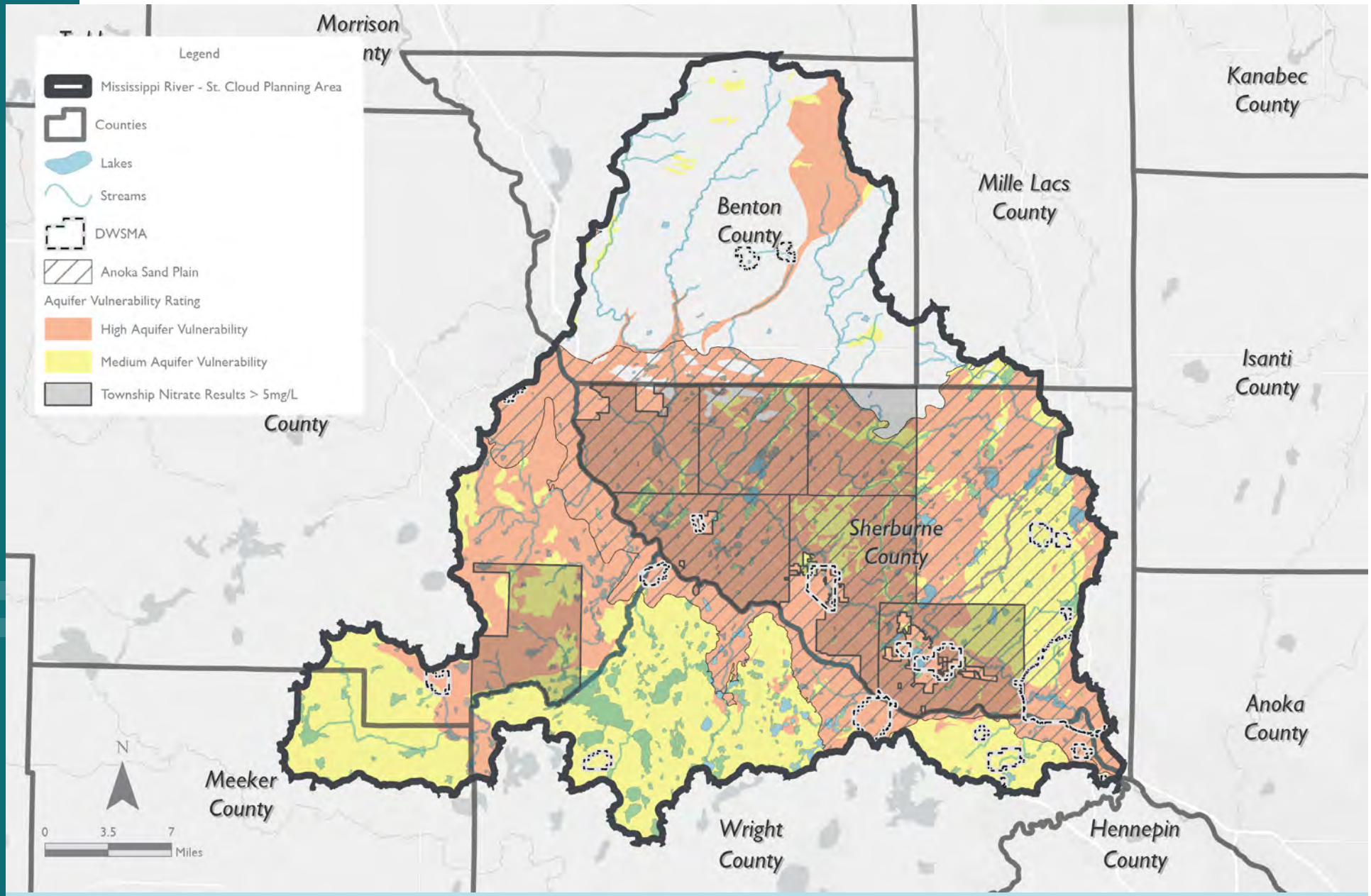


Figure 3.3 Vulnerable Groundwater Areas in the Mississippi River St. Cloud Watershed



Cover Crop – Photo Provided by Wright SWCD

3.3 Issue Statement: Habitat and Natural Resources

Habitat and Natural Resources Issue 1: Restoration, Protection, and Preservation

ISSUE STATEMENT

Restoration, Protection, and Preservation - Aquatic and terrestrial habitats are diminished due to **fragmentation, degradation,** and **loss**, which risks the stability of native species and ecosystems.

DESIRED FUTURE CONDITION

Aquatic and terrestrial habitats are **enhanced, restored,** and **connected** with existing habitat complexes to **build resiliency** for native plant and animal communities in priority areas.

MEASURABLE GOALS

Goal 1

Increase protected landscape by **23 easements** in priority areas.

Goal 2

Restore landscape habitat acreage by **1,044** in priority areas.

Goal 3

Improve aquatic habitat within priority waterways through completion of **11,000 linear feet** of restoration projects.

Goal 4

Restore or permanently protect **21,750 linear feet** of shoreline habitat along priority waterbodies.

The Partners will work with local parks departments; state partners, such as the DNR; and federal partners such as USFWS, to acquire additional easements that protect habitat, as well as partnering on efforts to encourage sustainable use practices within parks and natural areas in the Watershed and to restore resources enhancing recreational benefits.

TARGETING CRITERIA

The following map layers were used to target specific areas in the Watershed habitat and natural resources restoration, protection, and preservation efforts.

- Wildlife Action Network
- Land use plans: Beltway Plan
- Landscape Stewardship Plan (LSP): protection layer

Note: the Multiple Benefit Analysis is described on page 103, with details on the Habitat and Natural Resources analysis on page 104 and maps beginning on page 108.

The habitat goals were developed to work together to achieve overall habitat improvement within the watershed, with Goal 3 focusing on in-channel habitat and Goal 4 focusing on the riparian areas.

To support the important forestry habitat within the Watershed, the Partners worked with BWSR and DNR staff to complete a Landscape Stewardship Plan (LSP) in tandem with development of this Plan. The LSP focuses on critical connections between forests and water quality, and this Plan supports the efforts outlined within the LSP (LSP, 2023). Specific implementation actions identified through the LSP process have been captured in the implementation schedules and key outcomes from the LSP process were included in the multiple benefit analysis described in Chapter 5.

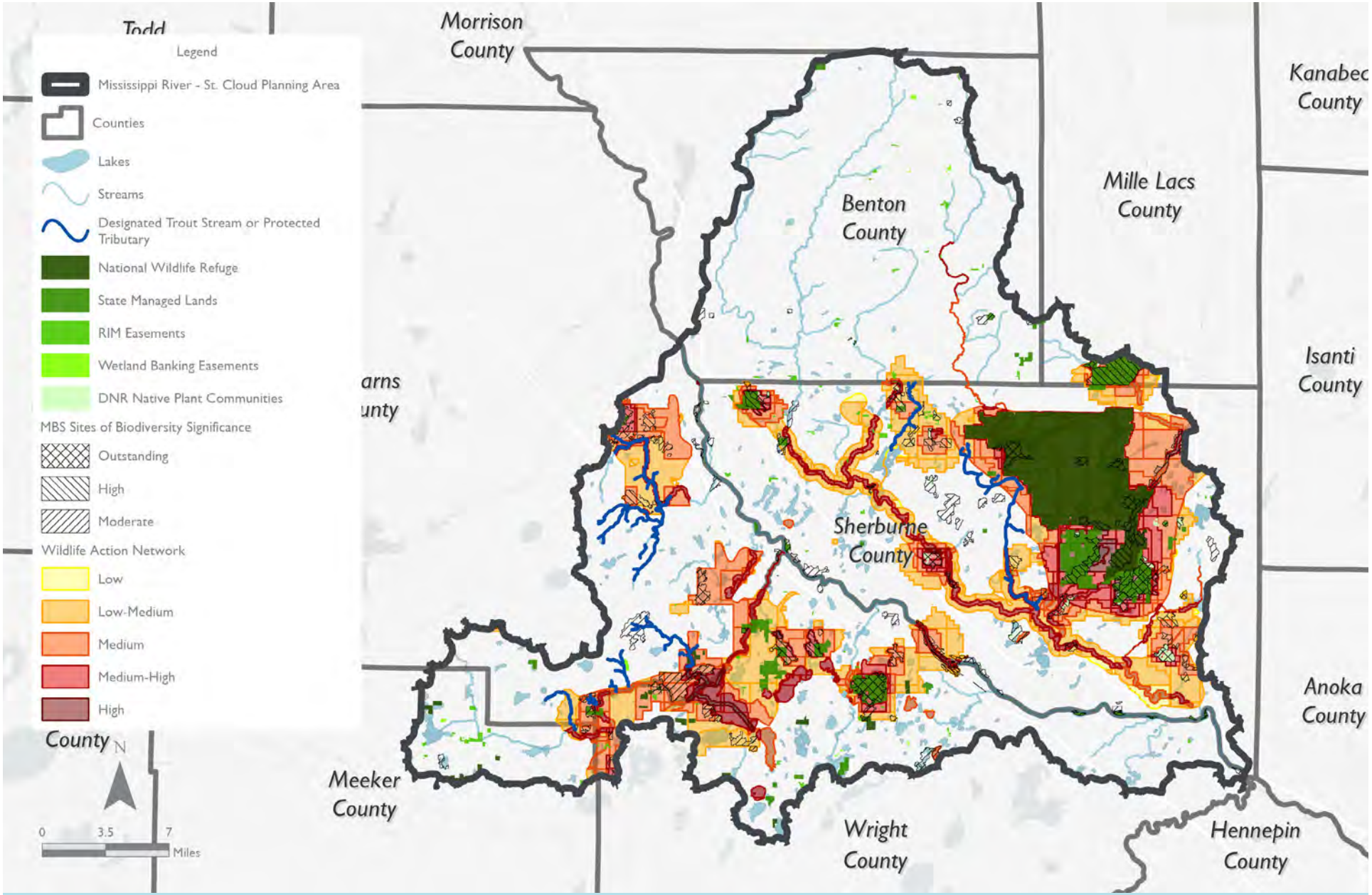


Figure 3.4 Protected Public Land and Sites of Biodiversity Significance in the Mississippi River St. Cloud Watershed

3.4 Issue Statement: Landscape Resiliency



Landscape Resiliency Issue 1: Soil Health

The Watershed varies in topography and soil types, creating circumstances where water erosion is prominent in areas with high topographic relief and wind erosion a challenge for vast areas of flat, open landscapes. Improving soil health and structure is an important technique to reduce both wind and water erosion.

ISSUE STATEMENT

Degraded soil health **diminishes resiliency and limits the ecological functions** of the landscape.

DESIRED FUTURE CONDITION

Adoption of soil health practices across the Watershed that results in **increased resiliency and ecological functions** of the land.

MEASURABLE GOALS

Goal 1

Implement soil health practices in each management zone as outlined in Table 3.6.
Note: Table 3.6 includes agricultural land, pastureland, and turfgrass.

Goal 2

Demonstrate an **increase in soil health adoption** amongst agricultural producers in the Watershed.

To adequately achieve soil health goal number 2, the Partners will complete a study/report in the first biennium of the CWMP that identifies the current status of soil health adoption in the Watershed (how many farms/producers are integrating soil health practices). The report will recommend, based upon the findings, a measurable goal to obtain by Year 10.

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TARGETING CRITERIA
The following map layers were used to target specific areas in the Watershed to address landscape resiliency concerns, especially those related to soil health.

Highly Erodible Lands (HEL): This is based on the Map Unit Highly Erodible Land Classification (MUHELCL) value which is the overall HEL that includes both wind and water HEL.

The inclusion of wind and water HEL is intended provide flexibility for the Partners to pursue funding to address wind erosion concerns, in addition to water erosion concerns, as needed.

Note: the Multiple Benefit Analysis is described on page 103, with details on the Landscape Resiliency analysis on page 104, and maps beginning on page 108.

Table 3.6 Soil Health Practices

	Clearwater River	Plum Creek -Johnson Creek	Silver and Otter Creek	Headwaters Elk River	Elk River	Otsego Creek	St. Francis
Acreage of Newly Planned* Soil Health Practices	14,700	10,400	4,000	5,500	8,900	300	3,900

**Newly planned acres are those that:*

- *Have not previously received a particular conservation practice*
- *The practice is being repeated but at a higher level of management (one species to multiple species) or addressing a new resource concern.*

Partnership policies and procedures should be referenced for specific program details.

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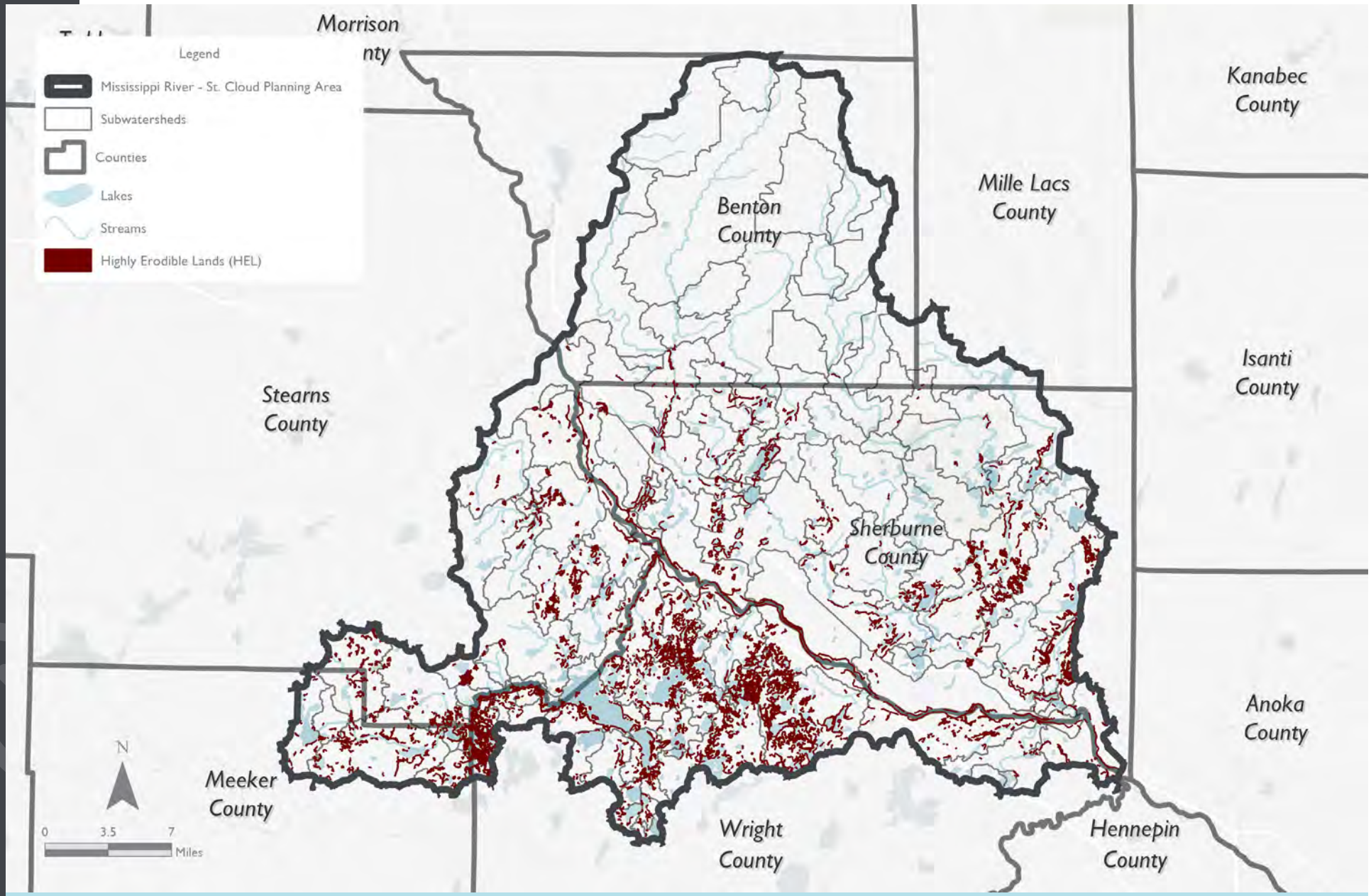
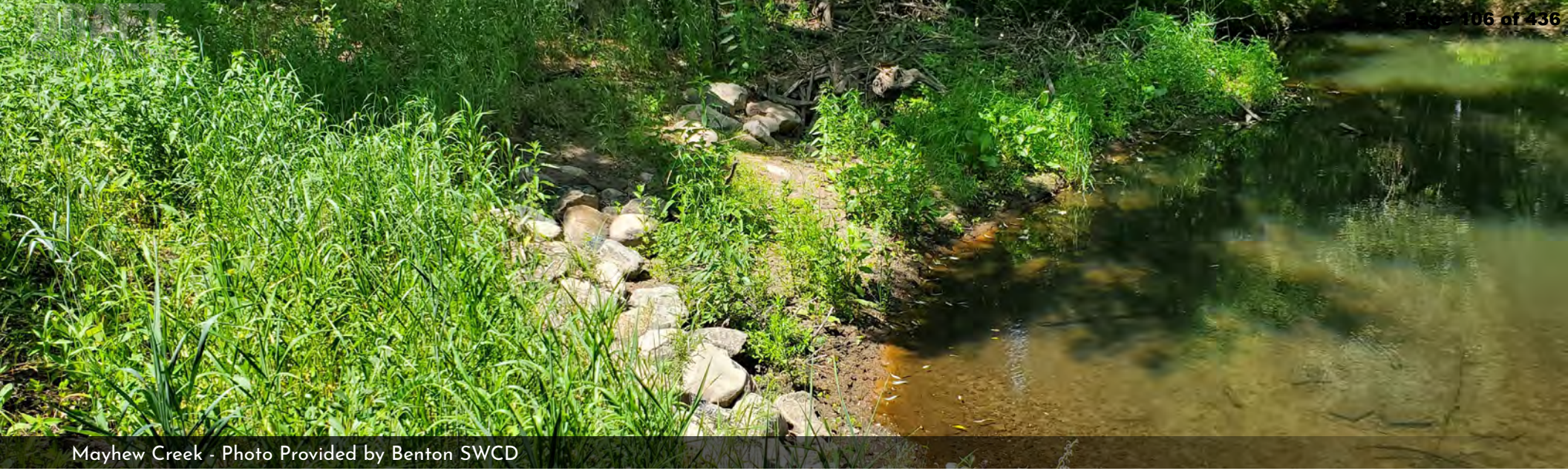


Figure 3.5 Areas Identified as Highly Erodible Land (HEL) in the Mississippi River St. Cloud Watershed

Chapter 04: Implementation Schedules





Mayhew Creek - Photo Provided by Benton SWCD

Implementation Schedules

INTRODUCTION

The Plan has several different implementation schedules, organized by the following categories:

- Best Management Practices (BMPs)
- Education and Outreach
- Data, Studies, and Monitoring
- Land Management

The implementation schedule for BMPs is separated by management zone as shown in Figure 1.1. Each management zone schedule is organized by BMP category, and the preferred tracking unit, i.e., acres, each. The implementation actions for Education and Outreach; and Data, Studies, and Monitoring are included in the BMP implementation schedule for each management zone. The Land Management implementation schedule has not been divided by management zone as most of the implementation actions are watershed wide. Each implementation schedule also details what actions will be implemented, when, by whom, and the estimated costs.

Locations of BMPs within the implementation tables are noted as Priority Implementation Areas. This includes both high priority and priority areas, with the details of the areas defined within the Plan implementation policies and procedures that will be developed by the Partners.



Early Morning Swim - Photo Provided by John Casey

OVERVIEW OF THE IMPLEMENTATION SCHEDULES

BMPs

While specific detail on the level of effort for individual BMP practices was established during the planning process, the individual practices have been grouped by category to provide flexibility with implementation based on:

- Landowner interest
- Funding available
- Project feasibility

Education and Outreach

The Outreach and Education implementation schedules contain two actions for each management zone:

- **Awareness and Education:** focuses on promoting knowledge and understanding of best management practices through education events, newsletters, and marketing campaigns
- **Environmental Behavior Adoption Programs:** encourages the implementation of best management practices through workshops, behavior-change programs, and one-on-one project development with landowners.

This implementation schedule also details when efforts will be implemented, how many will be implemented, which local government unit will lead the effort, and the estimated costs. The full education and outreach program developed by the Partners is provided in Chapter 5.

Data, Studies, and Monitoring

The Data, Studies, and Monitoring implementation schedule contains items that would address current data gaps and develop feasibility documentation to provide the information necessary for the partners to effectively achieve the goals identified in this Plan. This implementation schedule also details what actions will be implemented, when the actions will occur, which local government unit will lead the effort, and the estimated costs.

Land Use Management

The Land Use Management implementation schedule includes items that evaluate and compare existing ordinances among the entities within the Partnership to determine whether changes would be beneficial for the protection of water resources. Where applicable, model ordinances may be created and recommended for adoption by the Partners.

Any proposed changes to current land use policies will be required to follow necessary legal and public input processes. The Partners are looking to collaborate and encourage efficiency in how each respective entity handles land management items, while avoiding forcefully implementing major regulation changes.

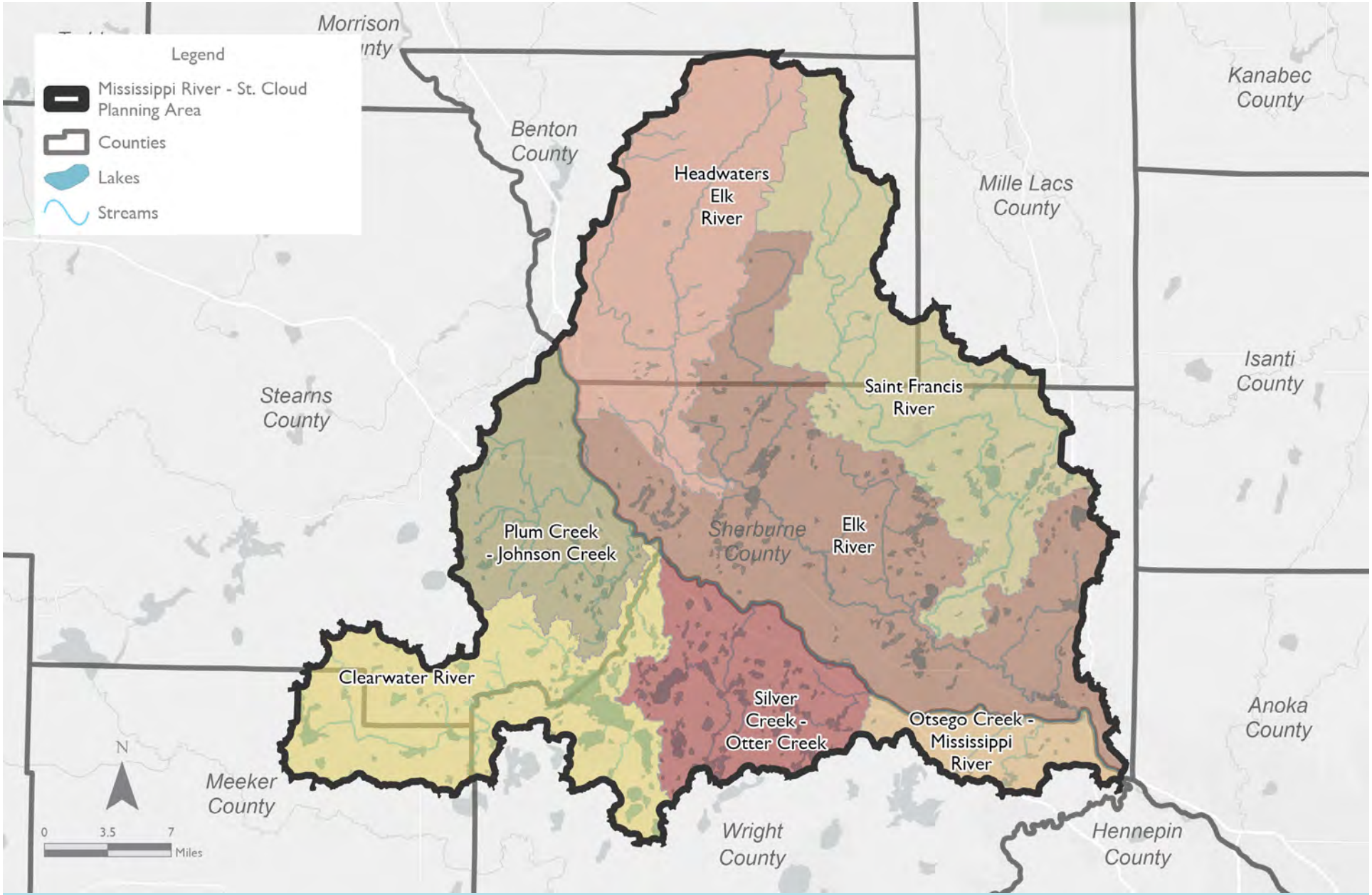


Figure 1.1 Management Zones in the Mississippi River St. Cloud Watershed

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PROCESS

The process used to develop the implementation schedules began with identifying strategies to address priority issues during the issue framework development. The strategies were then expanded into detailed actions. The goal of the SC was to establish a plan that was realistic and achievable, which involved consistent review of efforts identified. To accomplish this, an iterative approach was used that balanced expected staff capacity, funding, and resulting outcomes. Details on the targeting criteria for each issue statement are described in Chapter 3, and the process of targeting is described later in Chapter 4. This information, combined with the Multiple Benefit Analysis, will be used during Plan implementation to ensure consistency and progress towards achieving Plan goals.

COST ESTIMATING

Cost estimates are presented in 2023 value and will be updated to reflect the current costs during the development of each biennial workplan. On-the-ground implementation actions in the implementation schedules do not include the costs for project specific technical assistance, basic outreach efforts, design, permitting, easements, landowner contribution, and other direct project related costs. The Partners have assumed that approximately 15% of the watershed-based implementation funding (WBIF) will be allocated to technical assistance and 10% will be allocated to education and outreach efforts. The Partners have allocated percentages of WBIF to cover technical assistance and education and outreach efforts because these activities are critical to plan implementation success, however, WBIF will not be the only source of funding for these activities. BMP projects will be prioritized for work planning and funding prior to implementation. Prioritization will be based on estimated reductions to priority waterbodies, top priority issues, the results to the targeting completed during the planning process, and the multiple benefit analysis.

TARGETING

The selection of priority areas for implementation was guided by the targeting criteria that was defined for each issue in the issue framework. Examples of targeting criteria include but are not limited to:

- Areas with high pollutant load runoff to lakes and streams
- Waterbodies that are nearly or barely impaired
- Sensitive groundwater areas

Once the targeting exercise was completed and the priority areas reviewed, the Partners initiated a multiple benefits analysis to identify areas where project implementation would assist with progress towards multiple Plan goals.

In addition to the multiple benefit analysis, the Partner's are committed to using the right tool at the right time to target implementation at the parcel level. Targeting tools may include Subwatershed Assessments; Prioritize, Target, and Measure Application (PTMApp); and Agricultural Conservation Planning Framework (ACPF).

The use of these tools is included in the implementation tables within subwatershed assessments, multipurpose drainage management studies, and similar studies.

The Partner's will also consider other key factors in their targeting efforts, such as:

1. Identifying willing landowners
2. Priorities as identified through federal and other funding sources
3. Leveraging opportunities that allow for goals to be achieved more efficiently and cost effectively
4. Partnership and funding opportunities

Using a combination of the targeting efforts described above and the multiple benefit analysis, the Partners will focus on implementation in high priority areas first. Priority areas will be considered when key project components align with Plan goals, and efforts in high priority areas have hit a roadblock or are still in progress. Opportunity areas may be considered in unique situations where implementation efforts in high priority and priority areas have been unsuccessful, or when the opportunity area project may provide significant progress towards achieving Plan goals.

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MULTIPLE BENEFIT ANALYSIS

The multiple benefit analysis (MBA) consisted of the compilation of numerous available data layers related to each priority issue. The layers were overlapped, evaluated, and refined to reflect the areas within the watershed where maximum progress towards watershed goals would be achieved. These efforts are the result of a strategic targeting exercise that will be used during plan implementation to guide the location of efforts. Data layers for the MBA were selected by the SC and refined by the TAC to represent critical areas to target for restoration and protection strategies that address the priority issues. Data layers that identify degraded areas or likely sources of degradation were used to target restoration efforts while layers reflecting high quality or susceptible resources and features were used to target protection efforts. The primary outcome of the multiple benefits analysis was to develop one multi-benefit, priority implementation map that reflects the aggregation of the data layers utilized in the analysis as reflected below:

- All data layers presented as feature classes or shapefiles were converted into rasters with 5x5 meter cells to complete the raster calculation.
- A score of zero or one was assigned for each cell within the newly created raster layers based on scoring outlined below. Cells with a value of one identify the targeted areas for any given layer.
- All layers were added together to develop a total for the combined, multiple benefit score. For example, if the same cell location within the watershed has a value of one across six different data layers, it will have a combined score of six.
- Final raster scores were summarized by subwatershed to allow flexibility during implementation.

Figure 1.2 through Figure 1.8 show the mapped results of the multiple benefit analysis. A 1,000 foot buffer was added around each priority resource that was not included in a multiple benefit analysis priority area to ensure that work on priority resources and their respective subwatersheds remain a focus for implementation. See Appendix F for maps of each of the raster layers used in the MBA analysis.

Surface Water-Pollutant Runoff

1. **Protection areas using Priority Protection Lakes and Priority Protection Streams layers.**
   Subwatersheds with a priority protection stream and/or lake were assigned a one for every cell within these subwatersheds, all other cells were assigned a zero. These are targeted areas for protection focused implementation for the priority protection resources.

2. **Restoration areas using Priority Restoration Lakes and Priority Restoration Streams layers.**
   Subwatersheds with a priority restoration stream and/or lake were assigned a one for every cell within these subwatersheds, all other cells were assigned a zero. These are targeted areas for restoration focused implementation for the priority restoration resources.

3. **Total Phosphorus loading rates from HSPF Subwatershed Basin Loading Rate layer.**
   Started with symbolizing attribute Total Phosphorus Basin Loading Rate from the HSPF-SAM model using Graduated Colors into four groups using natural breaks. Used the two highest loading rate ranges and assigned a one for all cells in these subwatersheds and a zero for the remaining cells. These are targeted areas for restoration focused implementation actions to reduce nutrient runoff.

4. **TSS loading rates from HSPF Subwatershed Basin Loading Rate layer.**
   Started with categorizing attribute TSS Basin Loading Rate from the HSPF-SAM model into four groups using natural breaks. Used the two highest loading rate ranges and assigned a one for all cells in these subwatersheds and a zero for the remaining cells. These are targeted areas for restoration focused implementation actions to reduce erosion and sediment loss to surface waterbodies.

5. **E. coli impairment**
   Areas within a 1,000-foot buffer of impairments were assigned a one, all other areas were assigned a zero. These are targeted areas for restoration and source management focused implementation actions to reduce bacteria contributions to surface waterbodies.

6. **E. coli impairment with recreation value (used both lake and stream layer)**
   Area within a 1,000-foot buffer of surface waterbody with recreational value as identified by SC members were assigned a one, all other areas were assigned a zero.

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Altered Hydrology

1. **WHAF Loss of Hydrologic Storage, Altered Hydrology**
   Assigned cells with a value of one that are within subwatersheds that have a high or medium value, and a value of zero for all other areas. These are targeted areas for restoration focused implementation actions to address altered hydrology and subsequent impacts.

2. **WHAF Loss of Hydrologic Storage, Wetland Loss**
   Assigned cells a value of one that are within subwatersheds that have a high or medium value, and a value of zero for all other areas. These are targeted areas for restoration focused implementation actions to add water storage in upland areas.

Groundwater Quantity

1. **Anoka Sand Plain**
   Assigned cells within Anoka Sand Plain with a one, cells outside of area were assigned a zero. These are targeted areas for implementation actions that reduce groundwater usage or enhance groundwater recharge.

Groundwater Quality

1. **Pollution Sensitivity**
   Cells within the high-ranking areas were assigned a one, cells outside were assigned a zero. These are targeted areas for protection focused implementation actions to reduce anthropogenic impacts to drinking water sources.

2. **DWSMAs**
   Cells within a DWSMA were assigned a one, cells outside were assigned a zero. These are targeted areas for protection focused implementation actions to reduce anthropogenic impacts to drinking water sources.

3. **Township Nitrate Results > 5mg/L**
   Cells within the township boundaries with values greater than 5 mg/L were assigned a one, cells outside of township boundaries were assigned a zero. These are targeted areas for protection focused implementation actions to reduce anthropogenic impacts to drinking water sources.

Habitat

1. **Wildlife Action Network**
   Cells within the boundaries of this layer were assigned a one, cells outside of the boundaries were assigned a zero. These are targeted areas for restoration, enhancement, and protection focused implementation actions to enhance and expand habitat around existing or known critical habitat corridors.

2. **Landscape Stewardship Plan (LSP)**
   Cells within the boundaries of priority protection areas as identified in the LSP were assigned a one, all other cells were assigned a zero. These are targeted areas for restoration, enhancement, and protection focused implementation actions to enhance and expand forested areas.

Landscape Resiliency

1. **Highly Erodible Lands (HEL)**
   Cells within the area of this layer were assigned a one, cells outside of this area were assigned a zero. These are targeted areas for restoration focused implementation actions to reduce soil loss from the landscape.

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MODELING APPROACH

The pollutant reduction values presented in the implementation tables were developed using the **HSPF Watershed model**. The HSPF model simulates pollutant loading from the landscape and in-stream processes for the entire Watershed with modeled values being calibrated to observed water quality data at key monitoring locations throughout the watershed. Pollutant reductions for the planned implementation actions were generated by using the **Scenario Application Model (SAM)** software which allows the user to create scenarios through changing land uses and adding BMPs to treat a specified land use type and area. These scenarios were developed by applying BMPs based on level of effort–captured as acres treated for modeling purposes–in each of the respective management zones. The simulated pollutant reductions were reviewed by the SC and TAC members to guide adjustment in efforts to achieve desired outcomes. Adjustments were made to the implementation actions by the SC to better reflect staff capacity and landowner willingness to adopt practices. Final pollutant reduction values are presented as an aggregated value of edge of field reductions achieved at the outlet of each management zone. This will allow flexibility during implementation to track efforts by using common tools that estimate reductions at edge of field or nearest subwatershed outlet.





IMPLEMENTATION SCHEDULES

The activities are organized into four implementation tables:

- Best Management Practices (BMP)
- Data, Studies, and Monitoring
- Education and Outreach
- Land Use Management (Watershed-wide table only)

These tables are organized by management zone, with a select few activities in watershed-wide tables as appropriate. BMPs make up the bulk of the implementation efforts, though the Data, Studies, and Monitoring; and Education and Outreach efforts support the BMPs and will provide the necessary supporting information to achieve Plan goals. Each management zones' BMP table is further organized by BMP type and contains the following information:

ITEM ID

Each activity in the implementation tables is assigned a unique identifier.

ACTION

BMP categories aggregated by common treatment type and unit. Individual BMPs that make up the values for each line are included for reference. Practices listed are examples for each category, but implementation efforts are not limited to those practices.

LOCATION

Area to focus implementation efforts towards. Common locations reference the list of priority resources and priority implementation areas. Priority implementation areas references the outcomes of the MBA shown in Figure 1.9 for the entire planning area and in Figure 1.2 through Figure 1.8 for each of the management zones. Timing of implementation efforts will be guided by the schedule's biennium priority and MBA outcomes with details outlined in the implementation agreement. Generally, priority will be given towards implementation actions listed higher in priority relative to other opportunities in a given biennium and in areas categorized as "high priority" or "priority" in the MBA analysis. Field-scale targeting of practices will use terrain analysis tools in GIS (i.e. ACPF, PTMApp, etc), or other field-scale approaches (i.e. subwatershed analysis) to locate BMPs within the priority subwatershed selected from the MBA outcomes.



10-YEAR PLAN OUTCOMES

This field presents the anticipated outcomes for the respective implementation action for the 10-year plan. This includes the level of effort and for some actions the anticipated pollution reduction estimates if they are represented in the HSPF-SAM modeling software. Activities will be tracked based on implementation levels compared to the efforts listed in these implementation schedules and pollutant reductions will be tracked using modeling or tracking software (i.e. MPCA's Tableau).

PRIORITY ISSUES

Each priority issue category is included with check marks added to those that are addressed by the respective BMP implementation action.

LEAD LGU/SUPPORTING ENTITIES

The lead LGU/s indicate/s the entity responsible for leading each activity. The lead LGU may not necessarily complete the activity, but is responsible for delegating and managing completion of the activity through the Plan. The supporting entities identifies anticipated entities, organizations, or agencies expected to cooperate, review, fund, regulate, or in other ways assist with implementation efforts. Supporting entities identified for an activity may not be limited to those included in the implementation tables.

TIMELINE

The timeline indicates the relative level of effort an implementation action should receive during a given biennium, as represented by exclamation points. The 10-year timeline is subdivided into two-year bienniums and will guide selection of projects during the work planning process.

To assign high, medium, and low level of effort priority rankings to each biennium in the timeline, the Partners evaluated staff capacity, availability of resources, and level of priority based on high priority and priority areas to determine whether each action/activity should receive one (low), two (medium), or three (high) exclamation points during each biennium. Actions with three exclamation points will be prioritized over those with one or two exclamation points in a given biennium.

ESTIMATED COST

This field represent the total estimated cost to implement the activity over the 10-year lifetime of the Plan. Please refer to the Cost Estimate section in this Section for more details on how costs were determined.

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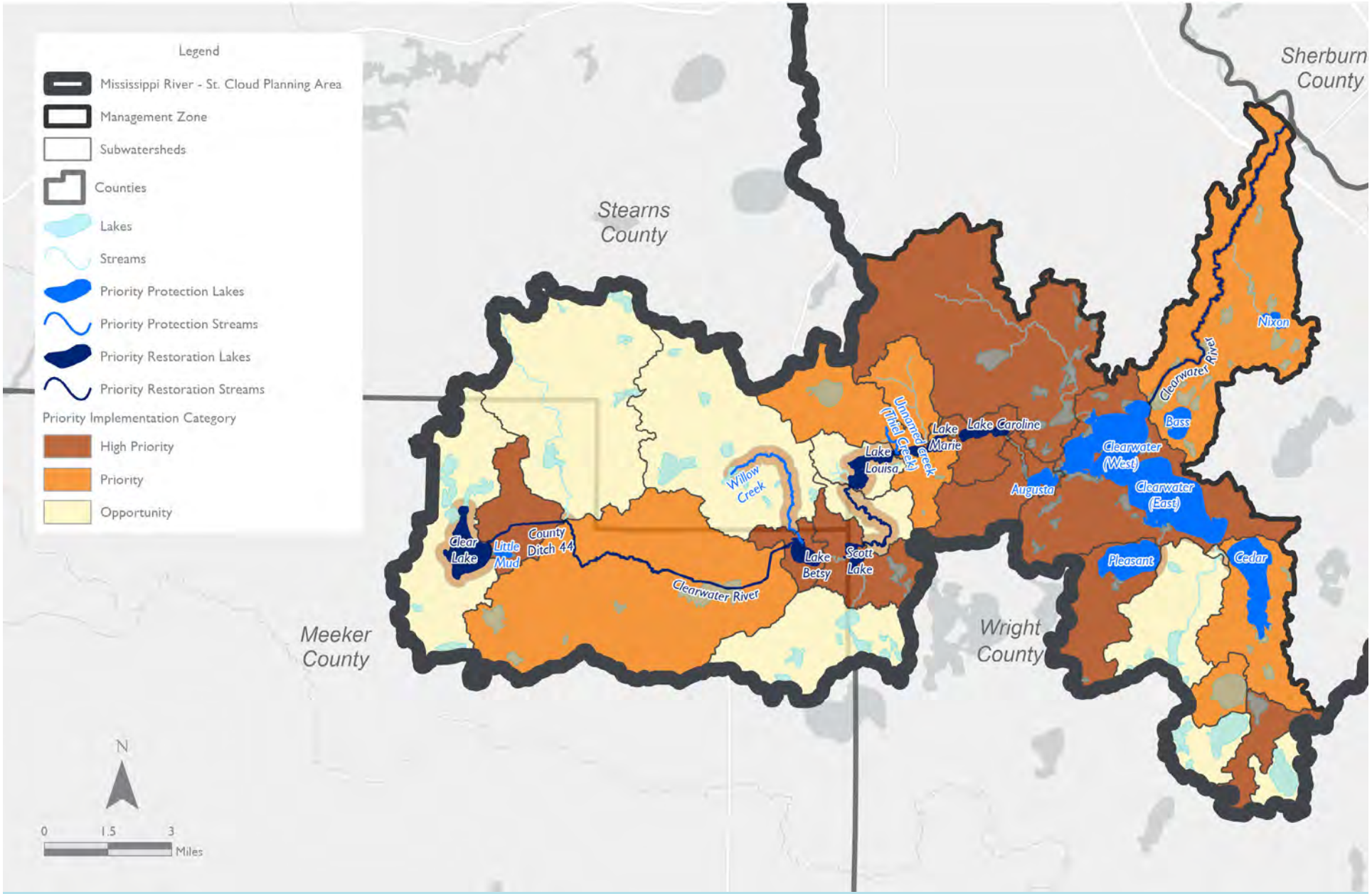


Figure 1.2 Results of The Multi Benefit Analysis—Clearwater River Management Zone

Table 1.1 BMP Implementation Schedule: Clearwater River

			Surface Water			Groundwater		Habitat & Natural Resources	Landscape Resiliency	Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost
			Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality				2025–2026	2027–2028	2029–2030	2031–2032	2033–2034	
Soil Health Practices (AC)																
CWR-01	**Act.**	Total Soil Health Practice (AC) Efforts *conservation tillage, cover crops, nutrient management practices, and pasture management*	✔	✔		✔	✔	✔	✔	**Stearns SWCD, Wright SWCD** Ag Retailers, Corn Growers, NRCS, MDH, U of M Extension, CRWD, MDA, TSP, Meeker SWCD	!!	!!	!!!	!!!	!!	$632,950
	Loc.	Priority Implementation Areas														
	Out.	14,700 Acres Reduction: Sediment 400 Tons per Year, Total Phosphorus 1,400 Pounds per Year														
Agricultural BMPs (FT)																
CWR-02	**Act.**	Total AG BMP (FT) Efforts *cattle exclusion fencing*	✔	✔			✔	✔	✔	**Stearns SWCD, Wright SWCD** NRCS, CRWD, Meeker SWCD	!!	!!	!!	!!	!!	$10,000
	Loc.	Priority Implementation Areas														
	Out.	5,000 Linear Feet														
Agricultural BMPs (AC)																
CWR-03	**Act.**	Total AG BMP (AC) Efforts *filter strips, grassed waterways, and irrigation water management*	✔	✔		✔	✔		✔	**Stearns SWCD, Wright SWCD** CRWD, NRCS, Meeker SWCD	!!	!!	!!	!!	!!	$196,000
	Loc.	Priority Implementation Areas														
	Out.	1,000 Acres Reduction: Sediment 150 Tons per Year, Total Phosphorus 1,030 Pounds per Year														

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

Timeline Priority: !!! *High* !! *Medium* ! *Low*

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Table 1.1 BMP Implementation Schedule: Clearwater River

			Surface Water			Groundwater				Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost
			Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality	Habitat & Natural Resources	Landscape Resiliency		2025–2026	2027–2028	2029–2030	2031–2032	2033–2034	
Agricultural BMPs (EA)																
CWR-04	**Act.**	Total AG BMP (EA) Efforts *agri-forest practices, alternative tile intakes, feedlot BMPs, grade stabilizations, WASCOBs, and nutrient management plans*	✔	✔			✔	✔	✔	**Stearns SWCD, Wright SWCD** NRCS, CRWD, MDA, TSP, Meeker SWCD	!!	!!	!!	!!	!!!	$2,254,600
	Loc.	Priority Implementation Areas														
	Out.	90 Projects Reduction: Sediment 30 Tons per Year, Total Phosphorus 280 Pounds per Year														
Storage (AC)																
CWR-05	**Act.**	Total Storage (AC) Efforts *wetland restorations*	✔	✔		✔		✔	✔	**Stearns SWCD, Wright SWCD** PF, DU, NRCS, CRWD, Meeker SWCD	!!	!!	!!	!!	!!	$343,125
	Loc.	Priority Implementation Areas														
	Out.	23 Acres Reduction: Sediment 10 Tons per Year, Total Phosphorus 40 Pounds per Year														
Streams (FT)																
CWR-06	**Act.**	Total Streams (FT) Efforts *streambank and shoreline protection*	✔	✔				✔	✔	**Stearns SWCD, Wright SWCD** DNR, CRWD, Meeker SWCD	!!!	!!!	!!!	!!!	!!!	$250,000
	Loc.	Priority Implementation Areas														
	Out.	500 Linear Feet														

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

Timeline Priority: !!! *High* !! *Medium* ! *Low*

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Table 1.1 BMP Implementation Schedule: Clearwater River

			Surface Water			Groundwater				Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost
			Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality	Habitat & Natural Resources	Landscape Resiliency		2025–2026	2027–2028	2029–2030	2031–2032	2033–2034	
Streams (EA)																
CWR-07	**Act.**	Total Streams (EA) Efforts *water control structure, dam removal*	✔	✔				✔	✔	**Stearns SWCD, Wright SWCD** CRWD, USFWS, DNR, NRCS, Meeker SWCD, USACE	!	!	!	!	!	$1,010,000
	Loc.	Priority Implementation Areas, Clearwater River														
	Out.	1 Water Control Structure, 1 Dam Removal														
Habitat Restoration (AC)																
CWR-08	**Act.**	Total Habitat Restoration (AC) Efforts *critical area planting, forest stand improvement, and habitat enhancement and preservation*	✔	✔			✔	✔	✔	**Stearns SWCD, Wright SWCD** MN Land Trust, PF, NRCS, Meeker SWCD, CRWD	!!	!!	!!	!!!	!!!	$25,900
	Loc.	Priority Implementation Areas														
	Out.	170 Acres														
Habitat Restoration (EA)																
CWR-09	**Act.**	Total Habitat Restoration (EA) Efforts *conservation easements, forest management plans*	✔	✔			✔	✔	✔	**Stearns SWCD, Wright SWCD** MN Land Trust, PF, NRCS, Meeker SWCD, CRWD	!!	!!	!!	!!	!!	$2,150,000
	Loc.	Priority Implementation Areas														
	Out.	10 Projects														
Urban BMPs																

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

Timeline Priority: !!! *High* !! *Medium* ! *Low*

Table 1.1 BMP Implementation Schedule: Clearwater River

			Surface Water			Groundwater				Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost
			Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality	Habitat & Natural Resources	Landscape Resiliency		2025–2026	2027–2028	2029–2030	2031–2032	2033–2034	
CWR-10	**Act.**	Total Urban BMP (EA) Efforts *structural stormwater BMPs, stormwater ponds*	✔	✔			✔	✔		**Stearns SWCD, Wright SWCD** Meeker SWCD, Municipalities, CRWD	!	!	!!	!!	!!	$450,000
	Loc.	Priority Implementation Areas														
	Out.	10 Projects														
Groundwater/Wells (EA)																
CWR-11	**Act.**	Total Groundwater/Wells (EA) Efforts *well decommissioning and sealing*	✔			✔	✔	✔	✔	**Stearns SWCD, Wright SWCD** Meeker SWCD, MDH, CRWD	!!	!!	!!	!!	!!	$27,000
	Loc.	Priority Implementation Areas														
	Out.	5 Projects														
Lake Management (EA)																
CWR-12	**Act.**	Total Lake Management (EA) Efforts *AIS management, alum treatment, in-lake habitat restoration*			✔			✔		**Stearns SWCD, Wright SWCD** Meeker SWCD, MPCA, CRWD	!!	!!	!	!	!	$1,825,000*
	Loc.	Priority Lakes														
	Out.	10 Projects														
Lake Management (LF)																
CWR-13	**Act.**	Total Lake Management (LF) Efforts	✔					✔		**Stearns SWCD** MPCA, CRWD, Lake Associations	!!	!!	!!	!!	!!	$100,000
	Loc.	Priority Lakes														
	Out.	500 Linear Feet														
Management Zone Totals			**Reduction: Sediment 590 Tons per Year, Total Phosphorus 2,750 Pounds per Year**													**$8,275,000**

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

Timeline Priority: !!! *High* !! *Medium* ! *Low*

Table 1.2 Data, Studies, and Monitoring: Clearwater River

Action		Priority Resources or Subwatersheds	Measurable Outcome *Unit*	Surface Water: Pollutant Runoff	Surface Water: Altered Hydrology	Surface Water: Internal Load Processes	Groundwater: Groundwater Quantity	Groundwater: Groundwater Quality	Habitat & Natural Resources	Landscape Resiliency	Lead LGU(s) Supporting Entities	Timeline: 2025–2026	Timeline: 2027–2028	Timeline: 2029–2030	Timeline: 2031–2032	Timeline: 2033–2034	Estimated Total 10-Year Cost
CWR-14	Establish new and maintain existing long term water quality trend monitoring sites	Clearwater River, 7 lakes in Wright County	3 (Meeker SWCD), 7 lake (Wright) *Water Quality Monitoring Sites*	✔	✔				✔		**SWCDs** Counties, MPCA	✔	✔	✔	✔	✔	$150,000
CWR-15	Conduct E. coli source assessment studies on priority resources	Clearwater River	1 (Meeker), 1 (Stearns) *Study/Report*	✔							**SWCDs** Counties, MPCA	✔	✔	✔	✔	✔	$30,000
CWR-16	Complete feasibility studies on priority resources	Clearwater River/ Clear Lake	1 (Meeker), 2 (Wright) studies, 1 (Stearns) *Study/Report*	✔		✔			✔		**SWCDs** Counties, Lake Associations/ Districts	✔	✔	✔			$80,000
CWR-17	Score habitat conditions of aquatic and/or riparian areas of priority resources	Clearwater River, Priority lakes	5,000 (Meeker) 5,000 (Wright) *Linear feet of scored habitat*	✔					✔		**SWCDs** Lake Associations/ Districts						$20,000
CWR-18	Establish and implement ongoing program to monitor groundwater quality in private wells	Clearwater River, Townships with >5% wells exceeding drinking water standards, DWSMAs	1 (Meeker) *Program established*					✔			**SWCDs** MDA, Cities, private landowners	✔	✔	✔	✔	✔	$75,000

Table 1.2 Data, Studies, and Monitoring: Clearwater River

Action		Priority Resources or Subwatersheds	Measurable Outcome *Unit*	Surface Water			Groundwater		Habitat & Natural Resources	Landscape Resiliency	Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost
				Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality				2025–2026	2027–2028	2029–2030	2031–2032	2033–2034	
CWR-19	Conduct surveys of farm fields to determine level of soil health practice implementation	Clearwater River	3 (Meeker), 1 (Wright) *Study/Report*							✔	**SWCDs** MDA, UofM Extension	✔		✔		✔	$30,000
CWR-20	Provide support of monitoring and surveys of invasive species	Clearwater River, Public Access Lakes	5 (Meeker), 4 (Wright) *Number of Lakes Supported*		✔				✔		**SWCDs, Counties** Lake Associations/ Districts	✔	✔	✔	✔	✔	$180,000
CWR-21	Conduct subwatershed assessments for priority resources	Clearwater River	2 (Meeker) *Study/Report*	✔							**SWCDs** Lake Associations/ Districts		✔	✔	✔		$30,000
CWR-22	Conduct culvert inventories	Clearwater River	2 (Meeker), 4 (Wright) *Study/Report*	✔	✔						**SWCDs** County, DNR		✔	✔	✔		$90,000
CWR-23	Create multipurpose drainage plans for ditches related to priority resources	Clearwater River	1 (Meeker), 1 (Wright) *Study/Report*	✔	✔				✔		**SWCDs, Counties** DNR	✔	✔	✔	✔		$50,000
CWR-24	Complete hydraulic analysis modeling for flood prone areas	Clearwater River	1 (Meeker), 2 (Stearns) *Study/Report*	✔	✔				✔		**SWCDs, Counties** DNR	✔	✔	✔			$75,000

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Table 1.3 Education and Outreach: Clearwater River

Action			Surface Water			Groundwater		Habitat & Natural Resources	Landscape Resiliency	Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost
			Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality				2025–2026	2027–2028	2029–2030	2031–2032	2033–2034	
Education and Outreach																
CWR-25	**Act.**	Awareness and Education: promote knowledge and understanding of best management practices through education events, newsletters, marketing campaigns, etc.	✔	✔	✔	✔	✔	✔	✔	**SWCDs, Counties, Watershed District** State Agencies, Community Organizations, Lake Associations	✔	✔	✔	✔	✔	$30,000
	Loc.	Entire Management Zone														
	Out.	300 Promotions														
Education and Outreach																
CWR-26	**Act.**	Environmental Behavior Adoption Programs: encourage implementation of best management practices through workshops, behavior-change programs, and one-on-one project development with landowners, etc.	✔	✔	✔	✔	✔	✔	✔	**SWCDs, Counties, Watershed District** State Agencies, Community Organizations, Lake Associations	✔	✔	✔	✔	✔	$160,000
	Loc.	Entire Management Zone														
	Out.	40 Events														

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

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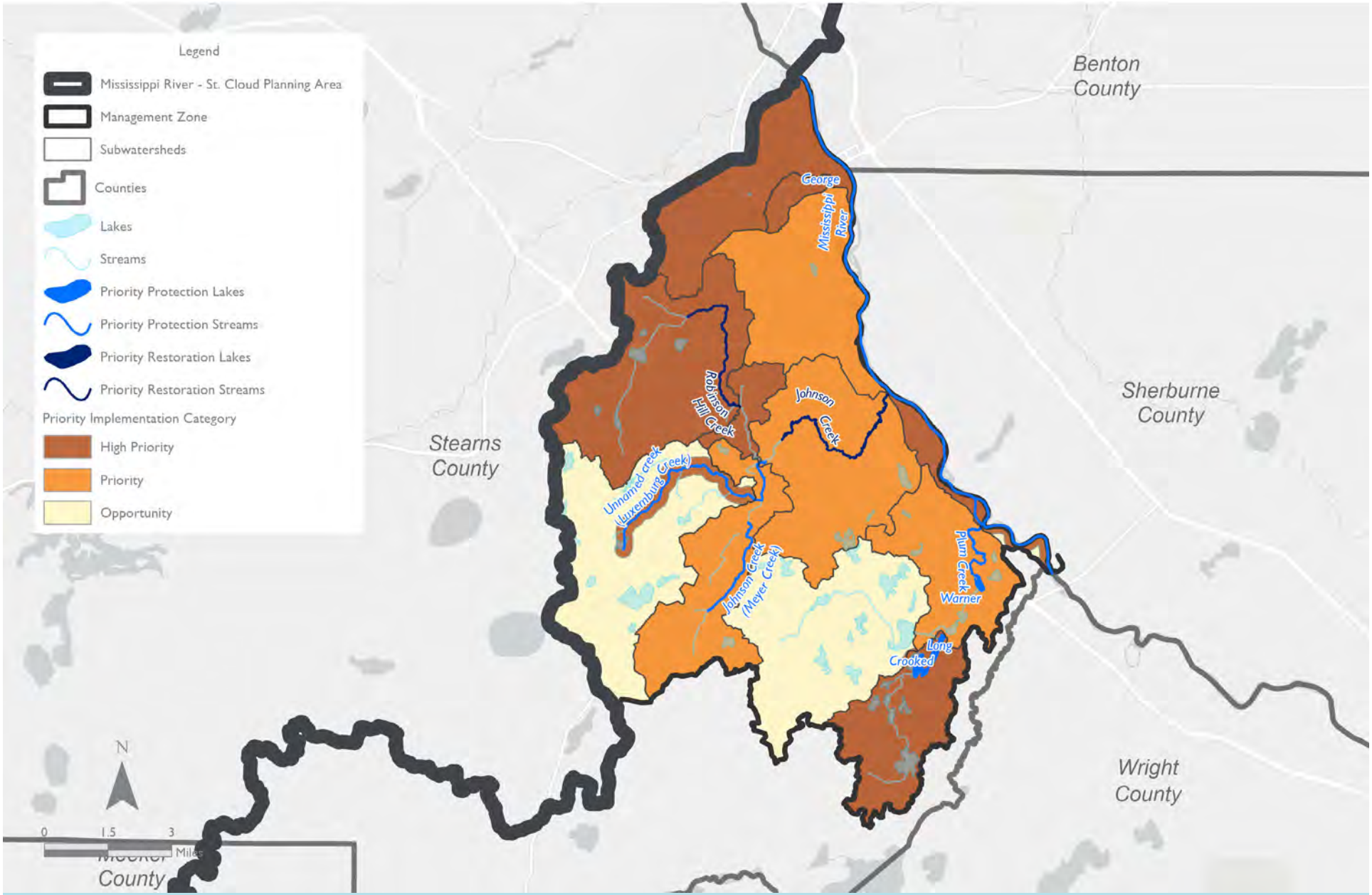


Figure 1.3 Results of The Multi Benefit Analysis—Plum Creek Johnson Creek Management Zone

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Table 1.4 BMP Implementation Schedule: Plum Creek - Johnson Creek

			Surface Water			Groundwater				Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost
			Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality	Habitat & Natural Resources	Landscape Resiliency		2025–2026	2027–2028	2029–2030	2031–2032	2033–2034	
Soil Health Practices (AC)																
PCJC-01	**Act.**	Total Soil Health Practices (AC) Efforts *conservation tillage, cover crops, nutrient management practices, and pasture management*	✔	✔		✔	✔	✔	✔	**Stearns SWCD** Ag Retailers, Corn Growers, NRCS, MDH, U of M Extension, MDA, TSP	!!!	!!!	!!	!!	!!	$344,100
	Loc.	Priority Implementation Areas														
	Out.	10,400 Acres Reduction: Sediment 300 Tons per Year, Total Phosphorus 1,200 Pounds per Year														
Agricultural BMPs (FT)																
PCJC-02	**Act.**	Total AG BMP (FT) Efforts *cattle exclusion fencing*	✔	✔			✔	✔	✔	**Stearns SWCD** NRCS	!	!	!!	!!	!!	$32,840
	Loc.	Priority Implementation Areas														
	Out.	11,900 Linear Feet														
Agricultural BMPs (AC)																
PCJC-03	**Act.**	Total AG BMP (AC) Efforts *filter strips, grassed waterways, and irrigation water management*	✔	✔		✔	✔		✔	**Stearns SWCD** NRCS	!!	!!	!!	!!	!!	$182,940
	Loc.	Priority Implementation Areas														
	Out.	1,800 Acres														

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

Timeline Priority: !!! *High* !! *Medium* ! *Low*

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Table 1.4 BMP Implementation Schedule: Plum Creek - Johnson Creek

			Surface Water			Groundwater					Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost
			Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality	Habitat & Natural Resources	Landscape Resiliency		2025–2026	2027–2028	2029–2030	2031–2032	2033–2034	
Agricultural BMPs (EA)																	
PCJC-04	**Act.**	Total AG BMP (EA) Efforts *agri-forest practices, alternative tile intakes, feedlot BMPs, grade stabilizations, WASCOBs, and nutrient management plans*	✔	✔			✔	✔	✔	**Stearns SWCD** MDA, TSP, WCTSA, NRCS	!	!!	!!	!!	!!!	$1,054,800
	Loc.	Priority Implementation Areas														
	Out.	30 Projects Reduction: Sediment 20 Tons per Year, Total Phosphorus 120 Pounds per Year														
Storage (AC)																	
PCJC-05	**Act.**	Total Storage (AC) Efforts *wetland restorations*	✔	✔		✔		✔	✔	**Stearns SWCD** PF, DU, USFWS, NRCS	!!!	!!!	!!!	!!!	!!!	$343,125
	Loc.	Priority Implementation Areas														
	Out.	23 Acres Reduction: Sediment 10 Tons per Year, Total Phosphorus 40 Pounds per Year														
Streams (FT)																	
PCJC-06	**Act.**	Total Streams (FT) Efforts *streambank and shoreline protection*	✔	✔				✔	✔	**Stearns SWCD** WCTSA, DNR, USFWS	!	!!	!!	!!	!!!	$250,000
	Loc.	Priority Implementation Areas														
	Out.	1,000 Linear Feet														

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

Timeline Priority: !!! *High* !! *Medium* ! *Low*

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Table 1.4 BMP Implementation Schedule: Plum Creek - Johnson Creek

			Surface Water			Groundwater		Habitat & Natural Resources	Landscape Resiliency	Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost
			Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality				2025–2026	2027–2028	2029–2030	2031–2032	2033–2034	
Streams (EA)																
PCJC-07	**Act.**	Total Streams (EA) Efforts *water control structure*	✔	✔				✔	✔	**Stearns SWCD** DNR, USFWS	!	!!	!!!	!!	!!	$20,000
	Loc.	Priority Implementation Areas														
	Out.	2 Projects														
Habitat Restoration (AC)																
PCJC-08	**Act.**	Total Habitat Restoration (AC) Efforts *critical area planting, forest stand improvement, and habitat enhancement and preservation*	✔	✔				✔	✔	**Stearns SWCD** MN Land Trust, PF, NRCS	!!	!!	!!	!!	!!	$18,900
	Loc.	Priority Implementation Areas														
	Out.	120 Acres														
Habitat Restoration (EA)																
PCJC-09	**Act.**	Total Habitat Restoration (EA) Efforts *conservation easements, forest management plans*	✔	✔			✔	✔	✔	**SWCDs, Stearns SWCD** MN Land Trust, PF, NRCS	!!	!!	!!	!!	!!	$2,150,000
	Loc.	Priority Implementation Areas														
	Out.	10 Projects														
Urban BMPs (EA)																
PCJC-10	**Act.**	Total Urban BMP (EA) Efforts *structural stormwater BMPs, stormwater ponds*	✔	✔			✔	✔		**Stearns SWCD** TSP, WCTSA, City of St. Cloud	!!!	!!!	!!	!!	!!	$29,526,000*
	Loc.	Priority Implementation Areas														
	Out.	24 Projects														

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

Timeline Priority: !!! *High* !! *Medium* ! *Low*

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Table 1.4 BMP Implementation Schedule: Plum Creek - Johnson Creek

			Surface Water			Groundwater				Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost
			Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality	Habitat & Natural Resources	Landscape Resiliency		2025–2026	2027–2028	2029–2030	2031–2032	2033–2034	
Groundwater/Wells (EA)																
PCJC-11	**Act.**	Total Groundwater/Wells (EA) Efforts *well decommissioning and sealing*	✔			✔	✔	✔	✔	**Stearns SWCD** MDH	!!	!!	!!	!!	!!	$198,900
	Loc.	Priority Implementation Areas														
	Out.	28 Projects														
Lake Management (EA)																
PCJC-12	**Act.**	Total Lake Management (EA) Efforts *AIS management, alum treatment, in-lake habitat restoration*			✔			✔		**Stearns SWCD** City of St. Cloud, MPCA	!	!	!!!	!	!	$12,000
	Loc.	Lake George														
	Out.	1 Project														
Lake Management (LF)																
PCJC-13	**Act.**	Total Lake Management (LF) Efforts	✔					✔		**Stearns SWCD** Lake Associations, MPCA	!!	!!	!!	!!	!!	$100,000
	Loc.	Priority Lakes														
	Out.	500 Linear Feet														
Management Zone Totals			**Reduction: Sediment 330 tons/yr, Total Phosphorus 1,360 Pounds per Year**													**$34,234,000**

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

Timeline Priority: !!! *High* !! *Medium* ! *Low*

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Table 1.5 Data, Studies, and Monitoring: Plum Creek - Johnson Creek

Action		Priority Resources or Subwatersheds	Measurable Outcome *Unit*	Surface Water			Groundwater		Habitat & Natural Resources	Landscape Resiliency	Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost
				Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality				2025–2026	2027–2028	2029–2030	2031–2032	2033–2034	
PCJC-14	Establish new and maintain existing long term water quality trend monitoring sites	Priority Streams	*Water Quality Monitoring Sites*	✔	✔				✔		**SWCDs** Counties, MPCA	✔	✔	✔	✔	✔	$30,000
PCJC-15	Conduct E. coli source assessment studies on priority resources	Priority Streams	1 *Study/Report*	✔							**SWCDs** Counties, MPCA	✔	✔	✔	✔	✔	$15,000
PCJC-16	Complete feasibility studies on priority resources	Priority Lakes	1 *Study/Report*	✔		✔			✔		**SWCDs** Counties, Lake Associations/ Districts	✔	✔	✔			$20,000
PCJC-17	Complete hydraulic analysis modeling for flood prone areas	Subwatersheds within the city limits of St. Cloud	2 *Study/Report*	✔	✔				✔		**SWCDs, Counties** DNR	✔	✔	✔			$50,000

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

Table 1.6 Education and Outreach: Plum Creek - Johnson Creek

			Surface Water			Groundwater				Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost
			Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality	Habitat & Natural Resources	Landscape Resiliency		2025-2026	2027-2028	2029-2030	2031-2032	2033-2034	
Education and Outreach																
PCJC-18	**Act.**	Awareness and Education: promote knowledge and understanding of best management practices through education events, newsletters, marketing campaigns, etc.	✓	✓	✓	✓	✓	✓	✓	**SWCDs, Counties, Cities** State Agencies, Community Organizations, Lake Associations	✓	✓	✓	✓	✓	$50,000
	Loc.	Entire Management Zone														
	Out.	500 Promotions														
Education and Outreach																
PCJC-19	**Act.**	Environmental Behavior Adoption Programs: encourage implementation of best management practices through workshops, behavior-change programs, and one-on-one project development with landowners, etc.	✓	✓	✓	✓	✓	✓	✓	**SWCDs, Counties, Cities** State Agencies, Community Organizations, Lake Associations	✓	✓	✓	✓	✓	$200,000
	Loc.	Entire Management Zone														
	Out.	50 Events														

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

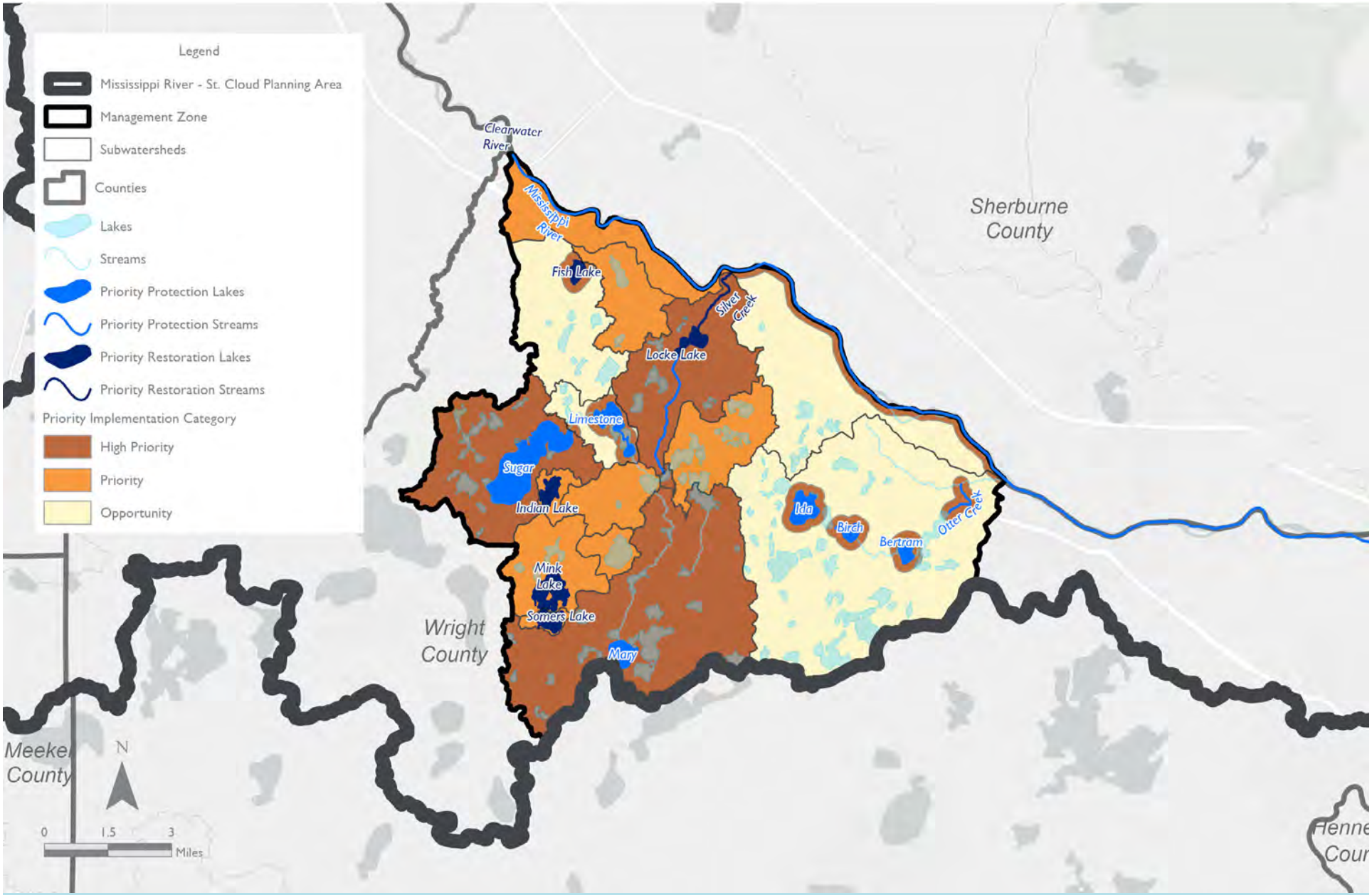


Figure 1.4 Results of The Multi Benefit Analysis—Silver Creek and Otter Creek Management Zone

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Table 1.7 BMP Implementation Schedule: Silver Creek - Otter Creek

			Surface Water			Groundwater				Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost
			Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality	Habitat & Natural Resources	Landscape Resiliency		2025–2026	2027–2028	2029–2030	2031–2032	2033–2034	
Soil Health Practices (AC)																
SCOC-01	**Act.**	Total Soil Health Practice (AC) Efforts *conservation tillage, cover crops, nutrient management practices, and pasture management*	✔	✔		✔	✔	✔	✔	**Wright SWCD** Ag Retailers, Corn Growers, NRCS, MDH, UofM extension, MDA, TSP	!!!	!!!	!!!	!!!	!!!	$193,000
	Loc.	Priority Implementation Areas														
	Out.	4,000 Acres Reduction: Sediment 100 Tons per Year, Total Phosphorus 500 Pounds per Year														
Agricultural BMPs (FT)																
SCOC-02	**Act.**	Total AG BMP (FT) Efforts *cattle exclusion fencing*	✔	✔			✔	✔	✔	**Wright SWCD** NRCS	!!	!!	!	!	!	$10,000
	Loc.	Priority Implementation Areas														
	Out.	5,000 Linear Feet														
Agricultural BMPs (AC)																
SCOC-03	**Act.**	Total AG BMP (AC) Efforts *filter strips, grassed waterways, and irrigation water management*	✔	✔		✔	✔		✔	**Wright SWCD** NRCS	!	!	!	!	!	$800
	Loc.	Priority Implementation Areas														
	Out.	6 Acres Reduction:Total Phosphorus 10 Pounds per Year														

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

Timeline Priority: !!! *High* !! *Medium* ! *Low*

Table 1.7 BMP Implementation Schedule: Silver Creek - Otter Creek

			Surface Water			Groundwater				Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost
			Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality	Habitat & Natural Resources	Landscape Resiliency		2025–2026	2027–2028	2029–2030	2031–2032	2033–2034	
Agricultural BMPs (EA)																
SCOC-04	**Act.**	Total AG BMP (EA) Efforts *agri-forest practices, alternative tile intakes, feedlot BMPs, grade stabilizations, WASCOBs, and nutrient management plans*	✔	✔			✔	✔	✔	**Wright SWCD** NRCS, MDA, TSP	!!!	!!!	!!!	!!	!!	$531,200
	Loc.	Priority Implementation Areas														
	Out.	31 Projects Reduction: Sediment 30 Tons per Year, Total Phosphorus 140 Pounds per Year														
Storage (AC)																
SCOC-05	**Act.**	Total Storage (AC) Efforts *wetland restorations*	✔	✔		✔		✔	✔	**Wright SWCD** PF, DU, USFWS, NRCS	!!	!!	!!	!!	!!	$343,125
	Loc.	Priority Implementation Areas														
	Out.	23 Acres Reduction: Sediment 10 Tons per Year, Total Phosphorus 40 Pounds per Year														
Streams (FT)																
SCOC-06	**Act.**	Total Streams (FT) Efforts *streambank and shoreline protection*	✔	✔				✔	✔	**Wright SWCD** DNR, USFWS, City of Monticello	!!!	!!!	!!!	!!!	!!!	$125,000
	Loc.	Priority Implementation Areas, Mississippi River, Otter Creek														
	Out.	500 Linear Feet														

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

Timeline Priority: !!! *High* !! *Medium* ! *Low*

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Table 1.7 BMP Implementation Schedule: Silver Creek - Otter Creek

			Surface Water			Groundwater				Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost
			Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality	Habitat & Natural Resources	Landscape Resiliency		2025–2026	2027–2028	2029–2030	2031–2032	2033–2034	
Streams (EA)																
SCOC-07	**Act.**	Total Streams (EA) Efforts *water control structure*	✔	✔				✔	✔	**Wright SWCD** DNR, USFWS	!	!	!	!	!!!	$10,000
	Loc.	Priority Implementation Areas														
	Out.	1 Project														
Habitat Restoration (AC)																
SCOC-08	**Act.**	Total Habitat Restoration (AC) Efforts *critical area planting, forest stand improvement, and habitat enhancement and preservation*	✔	✔			✔	✔	✔	**Wright SWCD** MN Land Trust, PF, NRCS	!!	!!	!!!	!!!	!!!	$115,500
	Loc.	Priority Implementation Areas														
	Out.	450 Acres														
Habitat Restoration (EA)																
SCOC-09	**Act.**	Total Habitat Restoration (EA) Efforts *conservation easements, forest management plans*	✔	✔			✔	✔	✔	**Wright SWCD** MN Land Trust, PF, NRCS	!!	!!	!!!	!!!	!!!	$890,000
	Loc.	Priority Implementation Areas														
	Out.	10 Projects														
Groundwater/Wells (EA)																
SCOC-10	**Act.**	Total Groundwater/Wells (EA) Efforts *well decommissioning and sealing*	✔			✔	✔	✔	✔	**Wright SWCD** MDH	!	!	!	!!	!!	$40,000
	Loc.	Priority Implementation Areas														
	Out.	2 Projects														
Management Zone Totals			**Reduction: Sediment 140 Tons per Year, Total Phosphorus 690 Pounds per Year**													**$2,259,000**

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

Timeline Priority: !!! *High* !! *Medium* ! *Low*

Table 1.8 Data, Studies, and Monitoring: Silver Creek - Otter Creek

Action		Priority Resources or Subwatersheds	Measurable Outcome *Unit*	Surface Water			Groundwater		Habitat & Natural Resources	Landscape Resiliency	Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost
				Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality				2025–2026	2027–2028	2029–2030	2031–2032	2033–2034	
SCOC-11	Establish new and maintain existing long term water quality trend monitoring sites	Priority Lakes	11 locations with trend information (Wright) *Water Quality Monitoring Sites*	✔	✔				✔		**SWCDs** Counties, MPCA	✔	✔	✔	✔	✔	$165,000
SCOC-12	Complete feasibility studies on priority resources	Priority Lakes	2 Studies (Wright) *Study/Report*	✔		✔			✔		**SWCDs** Counties, Lake Associations/ Districts	✔	✔	✔	✔	✔	$40,000
SCOC-13	Score habitat conditions of aquatic and/ or riparian areas of priority resources	Priority Lakes	2,000 *Linear Feet of Scored Habitat*	✔					✔		**SWCDs** DNR		✔	✔			$4,000
SCOC-14	Conduct surveys of farm fields to determine level of soil health practice implementation	Townships in Priority Subwatersheds	5 *Study/Report*							✔	**SWCDs** MDA, UofM Extension	✔		✔		✔	$37,500

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

Table 1.8 Data, Studies, and Monitoring: Silver Creek - Otter Creek

Action		Priority Resources or Subwatersheds	Measurable Outcome *Unit*	Surface Water			Groundwater		Habitat & Natural Resources	Landscape Resiliency	Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost
				Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality				2025–2026	2027–2028	2029–2030	2031–2032	2033–2034	
SCOC-15	Provide support of monitoring and surveys of invasive species	Priority Lakes	3 *Number of Lakes Supported*			✔			✔		**SWCDs, Counties** Lake Associations/ Districts	✔	✔	✔	✔	✔	$60,000
SCOC-16	Conduct subwatershed assessments for priority resources	Priority Lakes	2 (Wright) *Study/Report*	✔							**SWCDs** Lake Associations/ Districts	✔			✔		$30,000
SCOC-17	Conduct culvert inventories	Townships in Priority Subwatersheds	5 (Wright) *Study/Report*	✔	✔						**SWCDs** County, DNR		✔	✔	✔		$75,000
SCOC-18	Create multipurpose drainage plans for ditches related to priority resources	Public Drainage Systems in Priority Subwatersheds	5 (Wright) *Study/Report*	✔	✔				✔		**SWCDs, Counties** DNR	✔	✔	✔	✔		$125,000
SCOC-19	Implement Monitoring Sugar Lake Protection Plan	Sugar Lake	1 (Wright) *Monitoring Events*	✔		✔					**Wright SWCD**	✔	✔	✔	✔	✔	$10,000

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

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Table 1.9 Education and Outreach: Silver Creek - Otter Creek

			Surface Water			Groundwater				Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost
			Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality	Habitat & Natural Resources	Landscape Resiliency		2025-2026	2027-2028	2029-2030	2031-2032	2033-2034	
Education and Outreach																
SCOC-20	**Act.**	Awareness and Education: promote knowledge and understanding of best management practices through education events, newsletters, marketing campaigns, etc.	✓	✓	✓	✓	✓	✓	✓	**SWCDs, Counties, Cities** State Agencies, Community Organizations, Lake Associations	✓	✓	✓	✓	✓	$50,000
	Loc.	Entire Management Zone														
	Out.	500 Promotions														
Education and Outreach																
SCOC-21	**Act.**	Environmental Behavior Adoption Programs: encourage implementation of best management practices through workshops, behavior-change programs, and one-on-one project development with landowners, etc.	✓	✓	✓	✓	✓	✓	✓	**SWCDs, Counties, Cities** State Agencies, Community Organizations, Lake Associations	✓	✓	✓	✓	✓	$200,000
	Loc.	Entire Management Zone														
	Out.	50 Events														

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

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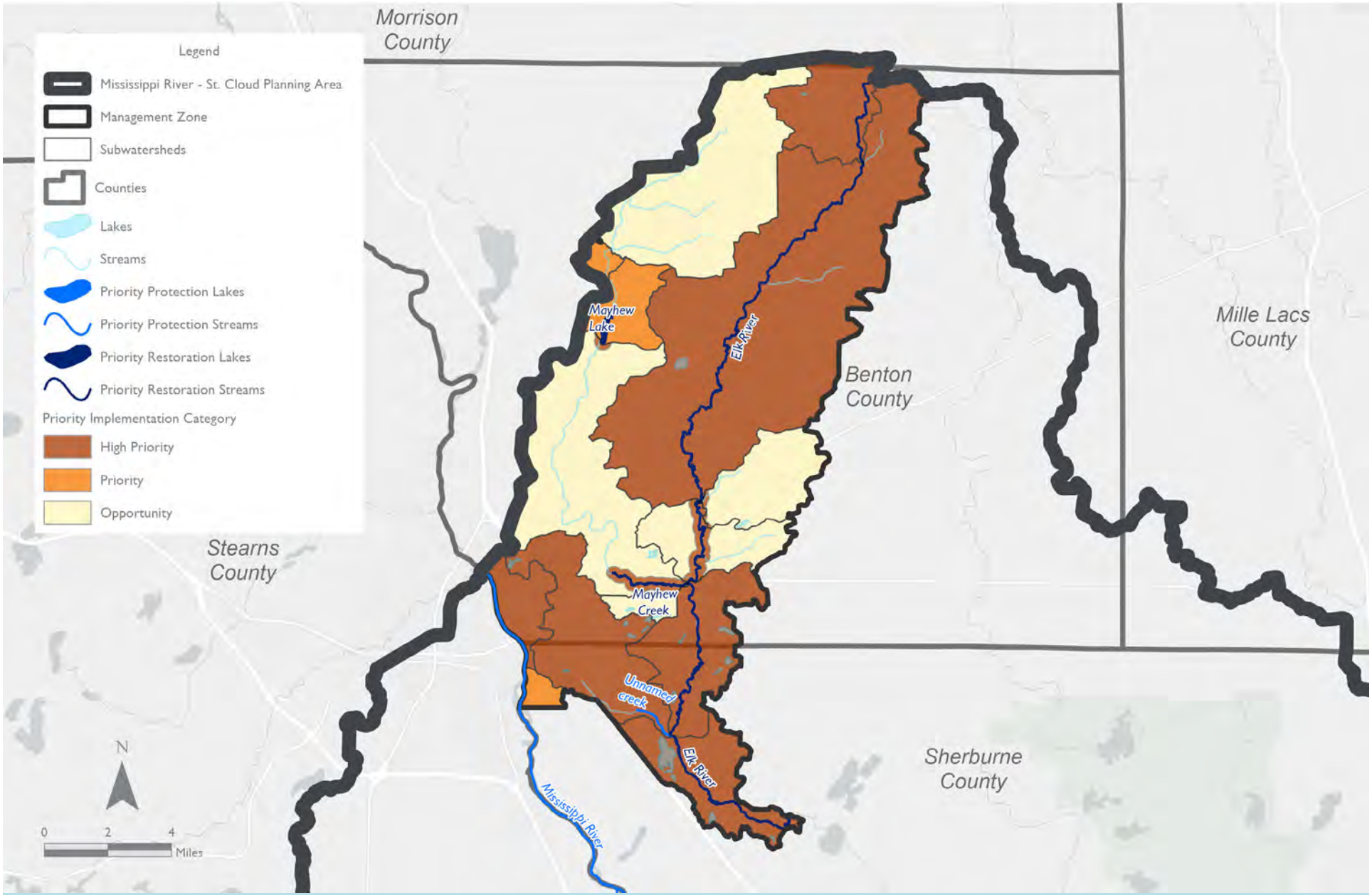


Figure 1.5 Results of The Multi Benefit Analysis—Headwaters Elk Management Zone

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Table 1.10 BMP Implementation Schedule: Headwaters Elk River

			Surface Water			Groundwater				Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost
			Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality	Habitat & Natural Resources	Landscape Resiliency		2025–2026	2027–2028	2029–2030	2031–2032	2033–2034	
Soil Health Practices (AC)																
HWER-01	**Act.**	Total Soil Health Practice (AC) Efforts *conservation tillage, cover crops, nutrient management practices, and pasture management*	✔	✔		✔	✔	✔	✔	**Benton SWCD, Sherburne SWCD** Ag Retailers, Corn Growers, NRCS, MDH, UofM extension, MDA, TSP	!!!	!!!	!!	!	!	$202,400
	Loc.	Priority Implementation Areas														
	Out.	5,500 Acres Reduction: Sediment 300 Tons per Year, Total Phosphorus 700 Pounds per Year														
Agricultural BMPs (FT)																
HWER-02	**Act.**	Total AG BMP (FT) Efforts *cattle exclusion fencing*	✔	✔			✔	✔	✔	**Benton SWCD, Sherburne SWCD** NRCS	!	!	!!	!!	!!	$133,500
	Loc.	Priority Implementation Areas														
	Out.	41,600 Linear Feet Reduction: Sediment 20 Tons per Year, Total Phosphorus 20 Pounds per Year														
Agricultural BMPs (AC)																
HWER-03	**Act.**	Total AG BMP (AC) Efforts *filter strips, grassed waterways, and irrigation water management*	✔	✔		✔	✔		✔	**Benton SWCD, Sherburne SWCD** NRCS	!!!	!!!	!!	!!	!!	$300,140
	Loc.	Priority Implementation Areas														
	Out.	3,000 Acres														

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

Timeline Priority: !!! *High* !! *Medium* ! *Low*

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Table 1.10 BMP Implementation Schedule: Headwaters Elk River

			Surface Water			Groundwater				Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost
			Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality	Habitat & Natural Resources	Landscape Resiliency		2025–2026	2027–2028	2029–2030	2031–2032	2033–2034	
Agricultural BMPs (EA)																
HWER-04	**Act.**	Total AG BMP (EA) Efforts *agri-forest practices, alternative tile intakes, feedlot BMPs, grade stabilizations, WASCOBs, and nutrient management plans*	✔	✔			✔	✔	✔	**Benton SWCD, Sherburne SWCD** NRCS, MDA, TSP	!	!!	!!	!!!	!!!	$2,241,000
	Loc.	Priority Implementation Areas														
	Out.	38 Projects Reduction: Sediment 20 Tons per Year, Total Phosphorus 90 Pounds per Year														
Storage (AC)																
HWER-05	**Act.**	Total Storage (AC) Efforts *wetland restorations*	✔	✔		✔		✔	✔	**Sherburne SWCD, Benton SWCD** PF, DU, USFWS, NRCS	!!!	!!	!!	!	!	$1,906,250
	Loc.	Priority Implementation Areas														
	Out.	125 Acres Reduction: Sediment 100 Tons per Year, Total Phosphorus 300 Pounds per Year														
Streams (FT)																
HWER-06	**Act.**	Total Streams (FT) Efforts *streambank and shoreline protection*	✔	✔				✔	✔	**Sherburne SWCD** DNR USFWS	!	!!	!!	!!!	!!!	$537,500
	Loc.	Priority Implementation Areas														
	Out.	2,150 Linear Feet														

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

Timeline Priority: !!! *High* !! *Medium* ! *Low*

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Table 1.10 BMP Implementation Schedule: Headwaters Elk River

			Surface Water			Groundwater		Habitat & Natural Resources	Landscape Resiliency	Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost
			Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality				2025–2026	2027–2028	2029–2030	2031–2032	2033–2034	
Habitat Restoration (AC)																
HWER-07	**Act.**	Total Habitat Restoration (AC) Efforts *critical area planting, forest stand improvement, and habitat enhancement and preservation*	✔	✔			✔	✔	✔	**Sherburne SWCD, Benton SWCD** MN Land Trust, PF, NRCS	!!!	!!!	!!!	!!	!!	$64,400
	Loc.	Priority Implementation Areas														
	Out.	325 Acres														
Habitat Restoration (EA)																
HWER-08	**Act.**	Total Habitat Restoration (EA) Efforts *conservation easements, forest management plans*	✔	✔			✔	✔	✔	**Benton SWCD, Sherburne SWCD** MN Land Trust, PF, NRCS	!!	!!	!!!	!!!	!	$3,005,000
	Loc.	Priority Implementation Areas														
	Out.	13 Projects														
Urban BMPs (EA)																
HWER-09	**Act.**	Total Urban BMP (EA) Efforts *structural stormwater BMPs, stormwater ponds*	✔	✔			✔	✔		**Benton SWCD, Sherburne SWCD** Municipalities	!!	!!	!!!	!!!	!!!	$2,135,000*
	Loc.	Priority Implementation Areas														
	Out.	8 Projects														

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

Timeline Priority: !!! *High* !! *Medium* ! *Low*

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Table 1.10 BMP Implementation Schedule: Headwaters Elk River

			Surface Water			Groundwater				Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost
			Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality	Habitat & Natural Resources	Landscape Resiliency		2025–2026	2027–2028	2029–2030	2031–2032	2033–2034	
Groundwater/Wells (EA)																
HWER-10	**Act.**	Total Groundwater/Wells (EA) Efforts *well decommissioning and sealing*	✔			✔	✔	✔	✔	**Benton SWCD, Sherburne SWCD** MDH	!!!	!!!	!!!	!!	!!	$394,000
	Loc.	Priority Implementation Areas														
	Out.	37 Projects														
Lake Management (AC)																
HWER-11	**Act.**	Total Lake Management (AC) Efforts								**Benton SWCD** MPCA	!!!	!!!	!!	!	!	$75,000
	Loc.	Priority Lakes			✔			✔								
	Out.	1 Project														
Management Zone Totals			**Reduction: Sediment 440 Tons per Year, Total Phosphorus 1,110 Pounds per Year**													**$10,994,000**

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

Timeline Priority: !!! *High* !! *Medium* ! *Low*

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Table 1.11 Data, Studies, and Monitoring: Headwaters Elk River

Action		Priority Resources or Subwatersheds	Measurable Outcome *Unit*	Surface Water			Groundwater		Habitat & Natural Resources	Landscape Resiliency	Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost
				Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality				2025–2026	2027–2028	2029–2030	2031–2032	2033–2034	
HWER-12	Establish new and maintain existing long term water quality trend monitoring sites	Elk River	1 (Benton SWCD) *Water Quality Monitoring Sites*	✔	✔				✔		**SWCDs** Counties, MPCA	✔	✔	✔	✔	✔	$15,000
HWER-13	Conduct E. coli source assessment studies on priority resources	Upper Elk River	1 (Benton) *Study/Report*	✔							**SWCDs** Counties, MPCA	✔	✔	✔	✔	✔	$15,000
HWER-14	Complete feasibility studies on priority resources	Mayhew Lake	1 (Benton) *Study/Report*	✔		✔			✔		**SWCDs** Counties, Lake Associations/ Districts	✔	✔	✔			$20,000
HWER-15	Conduct culvert inventories	Elk subwatersheds	1 (Benton) *Study/Report*	✔	✔						**SWCDs** County, DNR		✔	✔	✔		$15,000

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

Table 1.11 Data, Studies, and Monitoring: Headwaters Elk River

Action		Priority Resources or Subwatersheds	Measurable Outcome *Unit*	Surface Water			Groundwater		Habitat & Natural Resources	Landscape Resiliency	Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost
				Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality				2025–2026	2027–2028	2029–2030	2031–2032	2033–2034	
HWER-16	Create multipurpose drainage plans for ditches related to priority resources	Ditched tributaries to Elk River	1 (Sherburne) *Study/Report*	✔	✔				✔		**SWCDs, Counties** DNR, SWCDs	✔	✔	✔	✔		$25,000
HWER-17	Update NE Sediment Reduction Plan to prioritize next round of projects	Mississippi River	1 *Plan*	✔							**Benton SWCD** City of St. Cloud	✔					$7,500

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

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Table 1.12 Education and Outreach: Headwaters Elk River

			Surface Water			Groundwater				Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost
			Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality	Habitat & Natural Resources	Landscape Resiliency		2025–2026	2027–2028	2029–2030	2031–2032	2033–2034	
Education and Outreach																
HWER-18	**Act.**	Awareness and Education: promote knowledge and understanding of best management practices through education events, newsletters, marketing campaigns, etc.	✓	✓	✓	✓	✓	✓	✓	**SWCDs, Counties** State Agencies, Community Organizations, Lake Associations	✓	✓	✓	✓	✓	$30,000
	Loc.	Entire Management Zone														
	Out.	300 Promotions														
Education and Outreach																
HWER-19	**Act.**	Environmental Behavior Adoption Programs: encourage implementation of best management practices through workshops, behavior-change programs, and one-on-one project development with landowners, etc.	✓	✓	✓	✓	✓	✓	✓	**SWCDs, Counties** State Agencies, Community Organizations, Lake Associations	✓	✓	✓	✓	✓	$160,000
	Loc.	Entire Management Zone														
	Out.	40 Events														

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

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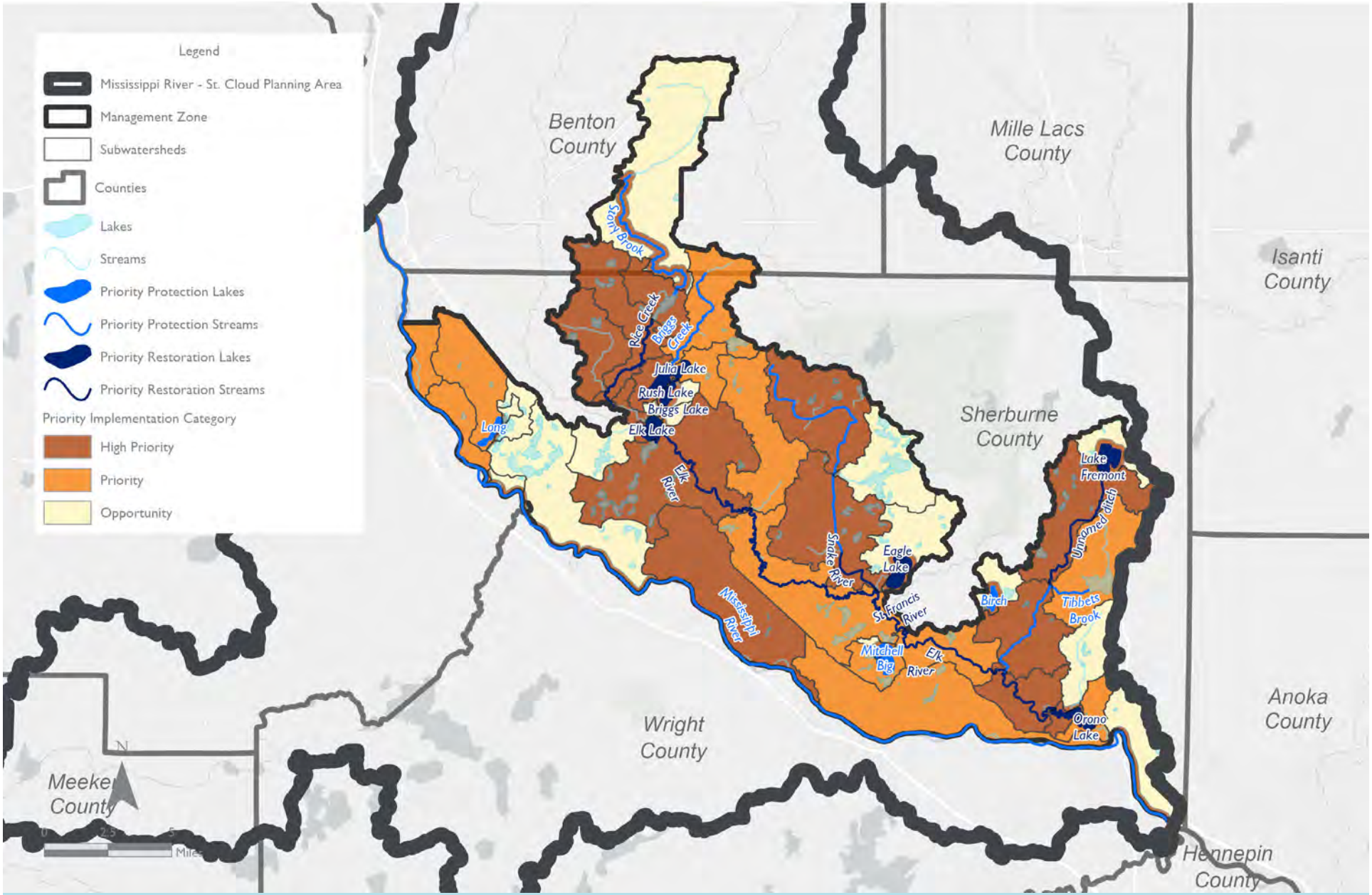


Figure 1.6 Results of The Multi Benefit Analysis—Elk River Management Zone

Table 1.13 BMP Implementation Schedule: Elk River

			Surface Water			Groundwater		Habitat & Natural Resources	Landscape Resiliency	Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost
			Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality				2025–2026	2027–2028	2029–2030	2031–2032	2033–2034	
Soil Health Practices (AC)																
ER-01	**Act.**	Total Soil Health Practice (AC) Efforts *conservation tillage, cover crops, nutrient management practices, and pasture management*	✔	✔		✔	✔	✔	✔	**Benton SWCD, Sherburne SWCD** Ag Retailers, Corn Growers, NRCS, MDH, UofM extension, MDA, TSP	!	!	!!!	!!!	!!	$3,377,000
	Loc.	Priority Implementation Areas														
	Out.	8,900 Acres Reduction: Sediment 400 Tons per Year, Total Phosphorus 3,100 Pounds per Year														
Agricultural BMPs (FT)																
ER-02	**Act.**	Total AG BMP (FT) Efforts *cattle exclusion fencing*	✔	✔			✔	✔	✔	**Benton SWCD, Sherburne SWCD** NRCS	!	!	!	!!	!!	$99,250
	Loc.	Priority Implementation Areas														
	Out.	28,500 Linear Feet														
Agricultural BMPs (AC)																
ER-03	**Act.**	Total AG BMP (AC) Efforts *filter strips, grassed waterways, and irrigation water management*	✔	✔		✔	✔		✔	**Benton SWCD, Sherburne SWCD** NRCS	!!!	!!!	!!	!!	!!	$505,122
	Loc.	Priority Implementation Areas														
	Out.	5,000 Acres Reduction: Total Phosphorus 30 Pounds per Year														

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

Timeline Priority: !!! *High* !! *Medium* ! *Low*

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Table 1.13 BMP Implementation Schedule: Elk River

			Surface Water			Groundwater					Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost
			Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality	Habitat & Natural Resources	Landscape Resiliency		2025–2026	2027–2028	2029–2030	2031–2032	2033–2034	
Agricultural BMPs (EA)																	
ER-04	**Act.**	Total AG BMP (EA) Efforts *agri-forest practices, alternative tile intakes, feedlot BMPs, grade stabilizations, WASCOBs, and nutrient management plans*	✔	✔			✔	✔	✔	**Benton SWCD, Sherburne SWCD** NRCS, MDA, TSP	!!	!!	!!!	!!!	!	$862,200
	Loc.	Priority Implementation Areas														
	Out.	26 Projects Reduction:Total Phosphorus 20 Pounds per Year														
Storage (AC)																	
ER-05	**Act.**	Total Storage (AC) Efforts *wetland restorations*	✔	✔		✔		✔	✔	**Sherburne SWCD** PF, DU, USFWS, NRCS	!	!	!!!	!!!	!!	$462,500
	Loc.	Priority Implementation Areas														
	Out.	35 Acres Reduction: Total Phosphorus 30 Pounds per Year														
Streams (FT)																	
ER-06	**Act.**	Total Streams (FT) Efforts *streambank and shoreline protection*	✔	✔				✔	✔	**Benton SWCD, Sherburne SWCD** DNR USFWS	!	!	!!!	!!!	!!!	2,625,000
	Loc.	Priority Implementation Areas														
	Out.	10,500 Linear Feet														

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

Timeline Priority: !!! *High* !! *Medium* ! *Low*

Table 1.13 BMP Implementation Schedule: Elk River

			Surface Water			Groundwater				Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost
			Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality	Habitat & Natural Resources	Landscape Resiliency		2025–2026	2027–2028	2029–2030	2031–2032	2033–2034	
Habitat Restoration (AC)																
ER-07	**Act.**	Total Habitat Restoration (AC) Efforts *critical area planting, forest stand improvement, and habitat enhancement and preservation*	✔	✔			✔	✔	✔	**Sherburne SWCD** MN Land Trust, PF, NRCS	!!!	!!!	!!	!!	!!	$136,500
	Loc.	Priority Implementation Areas														
	Out.	450 Acres														
Habitat Restoration (EA)																
ER-08	**Act.**	Total Habitat Restoration (EA) Efforts *conservation easements, forest management plans*	✔	✔			✔	✔	✔	**Sherburne SWCD** MN Land Trust, PF, NRCS	!	!!	!!	!!	!	$2,145,000
	Loc.	Priority Implementation Areas														
	Out.	9 Projects														
Urban BMPs (EA)																
ER-09	**Act.**	Total Urban BMP (EA) Efforts *structural stormwater BMPs, stormwater ponds*	✔	✔			✔	✔		**Benton SWCD, Sherburne SWCD** Municipalities, Lake Associations, WCTSA, TSP	!	!	!	!!	!!	$3,300,000*
	Loc.	Priority Implementation Areas														
	Out.	42 Projects														
Groundwater/Wells (EA)																
ER-10	**Act.**	Total Groundwater/Wells (EA) Efforts *well decommissioning and sealing*	✔			✔	✔	✔	✔	**Benton SWCD, Sherburne SWCD** MDH	!!	!!	!!	!!	!!	$814,000
	Loc.	Priority Implementation Areas														
	Out.	58 Projects														

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

Timeline Priority: !!! *High* !! *Medium* ! *Low*

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Table 1.13 BMP Implementation Schedule: Elk River

			Surface Water			Groundwater				Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost
			Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality	Habitat & Natural Resources	Landscape Resiliency		2025–2026	2027–2028	2029–2030	2031–2032	2033–2034	
Lake Management (EA)																
ER-11	**Act.**	Total Lake Management (EA) Efforts *AIS management, alum treatment, in-lake habitat restoration*			✔			✔		**Sherburne SWCD** Sherburne COLA, Individual Lake Associations, MPCA	!!	!!!	!!!	!!!	!!!	$2,615,000*
	Loc.	Priority Lakes														
	Out.	18 Projects														
Lake Management (LF)																
ER-12	**Act.**	Total Lake Management (LF) Efforts	✔					✔		**Sherburne SWCD** Sherburne COLA, Individual Lake Associations, MPCA	!!	!!!	!!!	!!!	!!!	2,200,000
	Loc.	Priority Lakes														
	Out.	11,000 Linear Feet														
Management Zone Totals			**Reduction: Sediment 400 Tons per Year, Total Phosphorus 3,180 Pounds per Year**													**$19,142,000**

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

Timeline Priority: !!! *High* !! *Medium* ! *Low*

Table 1.14 Data, Studies, and Monitoring: Elk River

Action		Priority Resources or Subwatersheds	Measurable Outcome *Unit*	Surface Water			Groundwater		Habitat & Natural Resources	Landscape Resiliency	Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost
				Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality				2025–2026	2027–2028	2029–2030	2031–2032	2033–2034	
ER-13	Establish new and maintain existing long term water quality trend monitoring sites	WPLMN Subwatersheds, Elk River	10 (Sherburne) 1 (Benton SWCD) *Water Quality Monitoring Sites*	✔	✔				✔		**SWCDs** Counties, MPCA, Cities	✔	✔	✔	✔	✔	$165,000
ER-14	Conduct E. coli source assessment studies on priority resources	Tibbets Brook, Snake River, Lower Elk River, Rice Creek, Elk River	4 (Sherburne) 1 (Benton) *Study/Report*	✔							**SWCDs** Counties, MPCA	✔	✔	✔	✔	✔	$75,000
ER-15	Complete feasibility studies on priority resources	Briggs Chain of Lakes, Eagle Lake, Lake Fremont	3 (Sherburne) *Study/Report*	✔		✔			✔		**SWCDs** Counties, Lake Associations/ Districts	✔	✔	✔			$60,000
ER-16	Provide support of monitoring and surveys of invasive species	Public Access Lakes	13 (Sherburne) *Number of Lakes Supported*			✔			✔		**SWCDs, Counties** Lake Associations/ Districts	✔	✔	✔	✔	✔	$260,000
ER-17	Conduct subwatershed assessments for priority resources	Rice Creek, Briggs Chain of Lakes	2 (Sherburne) *Study/Report*	✔							**SWCDs** Lake Associations/ Districts	✔	✔	✔	✔		$30,000

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

Table 1.14 Data, Studies, and Monitoring: Elk River

Action		Priority Resources or Subwatersheds	Measurable Outcome *Unit*	Surface Water			Groundwater		Habitat & Natural Resources	Landscape Resiliency	Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost
				Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality				2025–2026	2027–2028	2029–2030	2031–2032	2033–2034	
ER-18	Conduct culvert inventories	Upper Briggs Chain Subwatershed, Rice Creek Subwatershed, Elk subwatersheds	2 (Sherburne), 1 (Benton) *Study/Report*	✔	✔				✔		**SWCDs** County, DNR		✔	✔	✔		$45,000
ER-19	Create multipurpose drainage plans for ditches related to priority resources	Sherburne CD 22, Tibbets Brook, Snake River and connecting laterals. Ditched tributaries to Elk River, Elk Lake and Lake Orono.	5 (Sherburne) *Study/Report*	✔	✔				✔		**SWCDs, Counties** DNR	✔	✔	✔	✔		$125,000
ER-20	Complete hydraulic analysis modeling for flood prone areas	Rice Creek, Briggs Chain of Lakes, Snake River Subwatershed	2 (Sherburne) *Study/Report*	✔	✔				✔		**SWCDs, Counties** DNR, Cities	✔	✔	✔			$50,000
ER-21	Complete monitoring as prescribed within the Big and Mitchell Lake Protection Plans	Big and Mitchell Lakes	2 *Water Quality Monitoring Sites*	✔							**Sherburne SWCD** City of Big Lake, BLCLA	✔	✔	✔	✔	✔	$15,000

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

Table 1.15 Education and Outreach: Elk River

			Surface Water			Groundwater				Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost
			Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality	Habitat & Natural Resources	Landscape Resiliency		2025–2026	2027–2028	2029–2030	2031–2032	2033–2034	
Education and Outreach																
ER-22	**Act.**	Awareness and Education: promote knowledge and understanding of best management practices through education events, newsletters, marketing campaigns, etc.	✓	✓	✓	✓	✓	✓	✓	**SWCDs, Counties** State Agencies, Community Organizations, Lake Associations	✓	✓	✓	✓	✓	$30,000
	Loc.	Entire Management Zone														
	Out.	300 Promotions														
Education and Outreach																
ER-23	**Act.**	Environmental Behavior Adoption Programs: encourage implementation of best management practices through workshops, behavior-change programs, and one-on-one project development with landowners, etc.	✓	✓	✓	✓	✓	✓	✓	**SWCDs, Counties** State Agencies, Community Organizations, Lake Associations	✓	✓	✓	✓	✓	$160,000
	Loc.	Entire Management Zone														
	Out.	40 Events														

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

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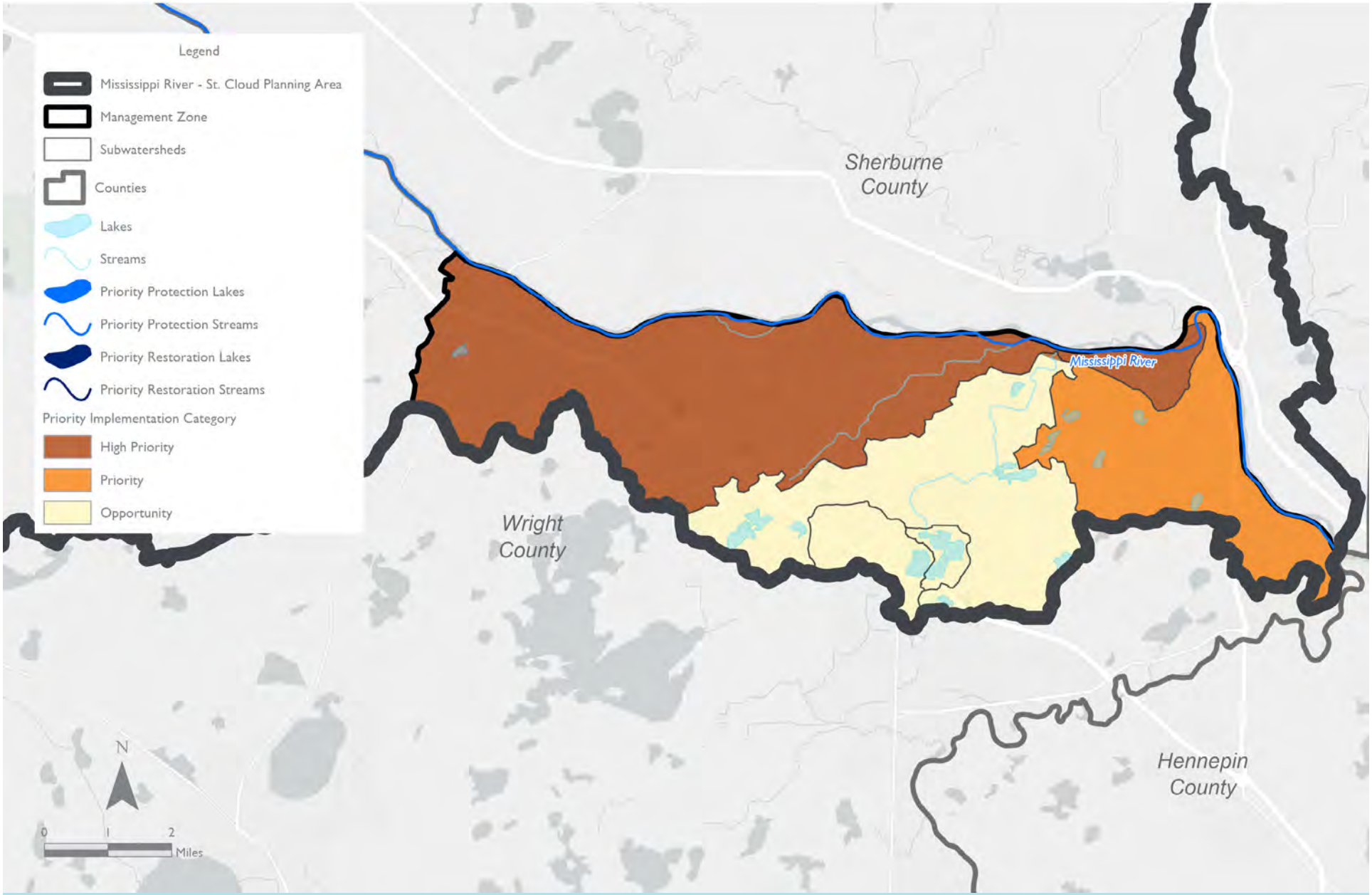


Figure 1.7 Results of The Multi Benefit Analysis—Otsego Management Zone

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Table 1.16 BMP Implementation Schedule: Otsego Creek - Mississippi River

			Surface Water			Groundwater		Habitat & Natural Resources	Landscape Resiliency	Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost
			Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality				2025–2026	2027–2028	2029–2030	2031–2032	2033–2034	
Soil Health Practices (AC)																
OCMR-01	**Act.**	Total Soil Health Practice (AC) Efforts *conservation tillage, cover crops, nutrient management practices, and pasture management*	✔	✔		✔	✔	✔	✔	**Wright SWCD** Ag Retailers, Corn Growers, NRCS, MDH, UofM extension, MDA, TSP	!!	!!	!!	!	!	$37,500
	Loc.	Priority Implementation Areas														
	Out.	300 Acres Reduction: Total Phosphorus 10 Pounds per Year														
Agricultural BMPs (AC)																
OCMR-02	**Act.**	Total AG BMP (AC) Efforts *filter strips, grassed waterways, and irrigation water management*	✔	✔		✔	✔		✔	**Wright SWCD** NRCS	!!	!!	!!	!!	!!	$440
	Loc.	Priority Implementation Areas														
	Out.	2 Acres														
Agricultural BMPs (EA)																
OCMR-03	**Act.**	Total AG BMP (EA) Efforts *agri-forest practices, alternative tile intakes, feedlot BMPs, grade stabilizations, WASCOBs, and nutrient management plans*	✔	✔			✔	✔	✔	**Wright SWCD** NRCS, WCTSA	!	!	!	!!	!!	$124,000
	Loc.	Priority Implementation Areas														
	Out.	7 Projects														

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

Timeline Priority: !!! *High* !! *Medium* ! *Low*

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Table 1.16 BMP Implementation Schedule: Otsego Creek - Mississippi River

			Surface Water			Groundwater				Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost
			Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality	Habitat & Natural Resources	Landscape Resiliency		2025–2026	2027–2028	2029–2030	2031–2032	2033–2034	
Storage (AC)																
OCMR-04	**Act.**	Total Storage (AC) Efforts *wetland restorations*	✔	✔		✔		✔	✔	**Wright SWCD** PF, DU, USFWS, NRCS	!!	!!	!!	!!	!!	$68,625
	Loc.	Priority Implementation Areas														
	Out.	5 Acres Reduction:Total Phosphorus 10 Pounds per Year														
Streams (FT)																
OCMR-05	**Act.**	Total Streams (FT) Efforts *streambank and shoreline protection*	✔	✔				✔	✔	**Wright SWCD** DNR, USFWS, City of Monticello	!	!!	!!	!!!	!!!	$625,000
	Loc.	Priority Implementation Areas, Mississippi River														
	Out.	1,500 Linear Feet														
Habitat Restoration (AC)																
OCMR-06	**Act.**	Total Habitat Restoration (AC) Efforts *critical area planting, forest stand improvement, and habitat enhancement and preservation*	✔	✔			✔	✔	✔	**Wright SWCD** MN Land Trust, PF, NRCS	!!	!!	!!!	!!!	!!!	$16,800
	Loc.	Priority Implementation Areas														
	Out.	60 Acres														

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

Timeline Priority: !!! *High* !! *Medium* ! *Low*

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Table 1.16 BMP Implementation Schedule: Otsego Creek - Mississippi River

			Surface Water			Groundwater		Habitat & Natural Resources	Landscape Resiliency	Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost
			Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality				2025–2026	2027–2028	2029–2030	2031–2032	2033–2034	
Habitat Restoration (EA)																
OCMR-07	**Act.**	Total Habitat Restoration (EA) Efforts *conservation easements, forest management plans*	✔	✔			✔	✔	✔	**Wright SWCD** MN Land Trust, PF, NRCS	!	!	!!	!!!	!	$430,000
	Loc.	Priority Implementation Areas														
	Out.	2 Projects														
Urban BMPs (EA)																
OCMR-08	**Act.**	Total Urban BMP (EA) Efforts *structural stormwater BMPs, stormwater ponds*	✔	✔			✔	✔		**Wright SWCD** Municipalities	!!!	!!!	!!	!!	!!	$1,725,000*
	Loc.	Priority Implementation Areas														
	Out.	19 Projects														
Groundwater/Wells (EA)																
OCMR-09	**Act.**	Total Groundwater/Wells (EA) Efforts *well decommissioning and sealing*	✔			✔	✔	✔	✔	**Wright SWCD** Municipalities	!!	!!	!!	!!	!!	$110,800
	Loc.	Priority Implementation Areas														
	Out.	9 Projects														
Management Zone Totals			**Reduction: Total Phosphorus 20 Pounds per Year**													**$3,138,000**

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

Timeline Priority: !!! *High* !! *Medium* ! *Low*

Table 1.17 Data, Studies, and Monitoring: Otsego Creek - Mississippi River

Action		Priority Resources or Subwatersheds	Measurable Outcome *Unit*	Surface Water			Groundwater		Habitat & Natural Resources	Landscape Resiliency	Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost
				Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality				2025–2026	2027–2028	2029–2030	2031–2032	2033–2034	
OCMR-10	Establish new and maintain existing long term water quality trend monitoring sites	Priority Resources	2 (Wright) *Water Quality Monitoring Sites*	✔	✔				✔		**SWCDs** Counties, MPCA	✔	✔	✔	✔	✔	$30,000
OCMR-11	Conduct E. coli source assessment studies on priority resources	1 priority stream	1 (Wright) *Study/Report*	✔							**SWCDs** Counties, MPCA			✔			$15,000
OCMR-12	Conduct surveys of farm fields to determine level of soil health practice implementation	1 township	1 (Wright) *Study/Report*							✔	**SWCDs** MDA, UofM Extension	✔		✔		✔	$7,500
OCMR-13	Conduct culvert inventories	1 township	1 (Wright) *Study/Report*	✔	✔						**SWCDs** County, DNR	✔					$15,000
OCMR-14	Create multipurpose drainage plans for ditches related to priority resources	Ditch 33	1 (Wright) *Study/Report*	✔	✔				✔		**SWCDs, Counties** DNR				✔		$25,000

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

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Table 1.18 Education and Outreach: Otsego Creek - Mississippi River

			Surface Water			Groundwater				Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost
			Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality	Habitat & Natural Resources	Landscape Resiliency		2025–2026	2027–2028	2029–2030	2031–2032	2033–2034	
Education and Outreach																
OCMR-15	**Act.**	Awareness and Education: promote knowledge and understanding of best management practices through education events, newsletters, marketing campaigns, etc.	✔	✔	✔	✔	✔	✔	✔	**SWCDs, Counties, Watershed District** State Agencies, Community Organizations, Lake Associations	✔	✔	✔	✔	✔	$3,000
	Loc.	Entire Management Zone														
	Out.	30 Promotions														
Education and Outreach																
OCMR-16	**Act.**	Environmental Behavior Adoption Programs: encourage implementation of best management practices through workshops, behavior-change programs, and one-on-one project development with landowners, etc.	✔	✔	✔	✔	✔	✔	✔	**SWCDs, Counties, Watershed District** State Agencies, Community Organizations, Lake Associations	✔	✔	✔	✔	✔	$40,000
	Loc.	Entire Management Zone														
	Out.	10 Events														

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

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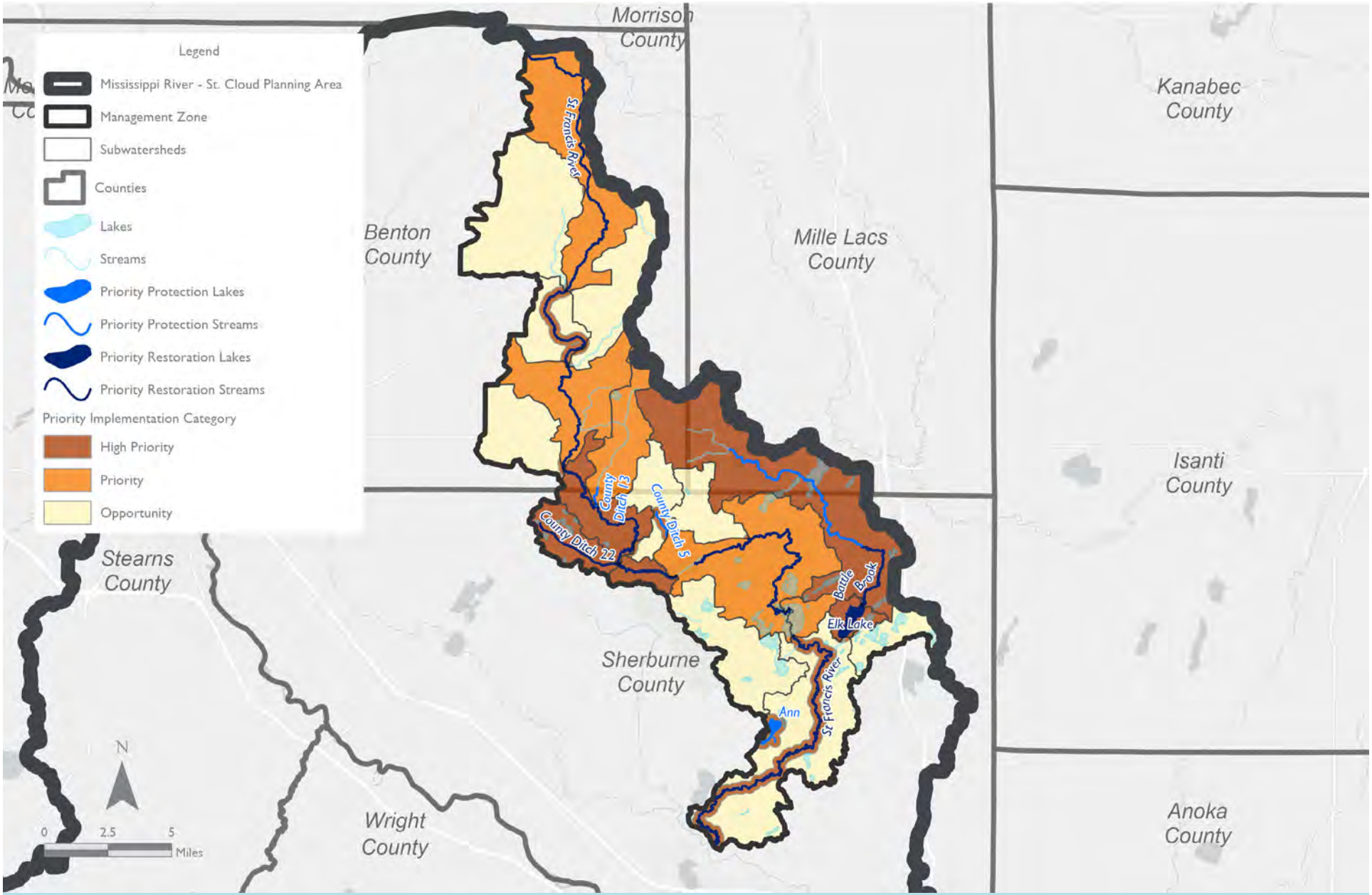


Figure 1.8 Results of The Multi Benefit Analysis—St. Francis River Management Zone

Table 1.19 BMP Implementation Schedule: St. Francis River

			Surface Water			Groundwater		Habitat & Natural Resources	Landscape Resiliency	Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost
			Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality				2025–2026	2027–2028	2029–2030	2031–2032	2033–2034	
Soil Health Practices (AC)																
SFR-01	**Act.**	Total Soil Health Practice (AC) Efforts *conservation tillage, cover crops, nutrient management practices, and pasture management*	✔	✔		✔	✔	✔	✔	**Benton SWCD, Sherburne SWCD** Ag Retailers, Corn Growers, NRCS, MDH, UofM extension, MDA, TSP, Mille Lacs SWCD	!!!	!!!	!!	!!	!!	$300,750*
	Loc.	Priority Implementation Areas														
	Out.	3,900 Acres Reduction: Sediment 200 Tons per Year, Total Phosphorus 800 Pounds per Year														
Agricultural BMPs (FT)																
SFR-02	**Act.**	Total AG BMP (FT) Efforts *cattle exclusion fencing*	✔	✔			✔	✔	✔	**Benton SWCD, Sherburne SWCD** NRCS, Mille Lacs SWCD	!!!	!!!	!!	!!	!	$94,005
	Loc.	Priority Implementation Areas														
	Out.	32,000 Linear Feet Reduction: Sediment 10 Tons per Year, Total Phosphorus 10 Pounds per Year														
Agricultural BMPs (AC)																
SFR-03	**Act.**	Total AG BMP (AC) Efforts *filter strips, grassed waterways, and irrigation water management*	✔	✔		✔	✔		✔	**Benton SWCD, Sherburne SWCD** NRCS, Mille Lacs SWCD	!!!	!!!	!!	!!	!!	$233,368
	Loc.	Priority Implementation Areas														
	Out.	2,300 Acres Reduction: Sediment 20 Tons per Year, Total Phosphorus 140 Pounds per Year														

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

Timeline Priority: !!! *High* !! *Medium* ! *Low*

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Table 1.19 BMP Implementation Schedule: St. Francis River

			Surface Water			Groundwater				Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost
			Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality	Habitat & Natural Resources	Landscape Resiliency		2025–2026	2027–2028	2029–2030	2031–2032	2033–2034	
Agricultural BMPs (EA)																
SFR-04	**Act.**	Total AG BMP (EA) Efforts *agri-forest practices, alternative tile intakes, feedlot BMPs, grade stabilizations, WASCOBs, and nutrient management plans*	✔	✔			✔	✔	✔	**Benton SWCD, Sherburne SWCD** Mille Lacs SWCD	!	!!	!!	!!	!!!	$1,872,000
	Loc.	Priority Implementation Areas														
	Out.	12 Projects Reduction: Sediment 10 Tons per Year, Total Phosphorus 20 Pounds per Year														
Storage (AC)																
SFR-05	**Act.**	Total Storage (AC) Efforts *wetland restorations*	✔	✔		✔		✔	✔	**Sherburne SWCD, Benton SWCD** PF, DU, USFWS, NRCS, Mille Lacs SWCD	!!	!!	!!	!!	!!	$823,500
	Loc.	Priority Implementation Areas														
	Out.	54 Acres Reduction: Sediment 20 Tons per Year, Total Phosphorus 100 Pounds per Year														
Streams (FT)																
SFR-06	**Act.**	Total Streams (FT) Efforts *streambank and shoreline protection*	✔	✔				✔	✔	**Sherburne SWCD, Benton SWCD** DNR USFWS, Mille Lacs SWCD	!	!!	!!!	!!!	!!	$1,150,000
	Loc.	Priority Implementation Areas														
	Out.	4,600 Linear Feet														

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

Timeline Priority: !!! *High* !! *Medium* ! *Low*

Table 1.19 BMP Implementation Schedule: St. Francis River

			Surface Water			Groundwater		Habitat & Natural Resources	Landscape Resiliency	Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost
			Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality				2025–2026	2027–2028	2029–2030	2031–2032	2033–2034	
Habitat Restoration (AC)																
SFR-07	**Act.**	Total Habitat Restoration (AC) Efforts *critical area planting, forest stand improvement, and habitat enhancement and preservation*	✔	✔			✔	✔	✔	**Sherburne SWCD, Benton SWCD** MN Land Trust, PF, NRCS, Mille Lacs SWCD	!	!	!!	!!	!!!	$22,750
	Loc.	Priority Implementation Areas														
	Out.	95 Acres														
Habitat Restoration (EA)																
SFR-08	**Act.**	Total Habitat Restoration (EA) Efforts *conservation easements, forest management plans*	✔	✔			✔	✔	✔	**SWCD** MN Land Trust, PF, NRCS, Municipalities, Mille Lacs SWCD	!	!	!	!	!	$865,000
	Loc.	Priority Implementation Areas														
	Out.	5 Projects														
Urban BMPs (EA)																
SFR-09	**Act.**	Total Urban BMP (EA) Efforts *structural stormwater BMPs, stormwater ponds*	✔	✔			✔	✔		**Benton SWCD, Sherburne SWCD** Municipalities, Mille Lacs SWCD	!	!	!	!	!	$375,000
	Loc.	Priority Implementation Areas														
	Out.	5 Projects														
Groundwater/Wells (EA)																
SFR-10	**Act.**	Total Groundwater/Wells (EA) Efforts *well decommissioning and sealing*	✔			✔	✔	✔	✔	**Benton SWCD, Sherburne SWCD** MDH, Mille Lacs SWCD	!!	!!	!!	!!	!!	$267,500
	Loc.	Priority Implementation Areas														
	Out.	35 Projects														

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

Timeline Priority: !!! *High* !! *Medium* ! *Low*

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Table 1.19 BMP Implementation Schedule: St. Francis River

			Surface Water			Groundwater				Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost
			Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality	Habitat & Natural Resources	Landscape Resiliency		2025–2026	2027–2028	2029–2030	2031–2032	2033–2034	
Lake Management (EA)																
SFR-11	**Act.**	Total Lake Management (EA) Efforts *AIS management, alum treatment, in-lake habitat restoration*			✔			✔		**Sherburne SWCD** MPCA, Mille Lacs SWCD	!	!	!!	!!	!	$115,000
	Loc.	Priority Lakes														
	Out.	3 Projects														
Lake Management (LF)																
SFR-12	**Act.**	Total Lake Management (LF) Efforts	✔					✔		**Sherburne SWCD** MPCA, Mille Lacs SWCD	!!	!!	!!	!!	!!	$200,000
	Loc.	Priority Lakes														
	Out.	1,000 linear feet														
Management Zone Totals			**Reduction: Sediment 260 Tons per Year, Total Phosphorus 1,070 Pounds per Year**													**$6,319,000**

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

Timeline Priority: !!! *High* !! *Medium* ! *Low*

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Table 1.20 Data, Studies, and Monitoring: St. Francis River

Action		Priority Resources or Subwatersheds	Measurable Outcome *Unit*	Surface Water			Groundwater		Habitat & Natural Resources	Landscape Resiliency	Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost
				Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality				2025–2026	2027–2028	2029–2030	2031–2032	2033–2034	
SFR-13	Establish new and maintain existing long term water quality trend monitoring sites	WPLMN Subwatersheds, St. Francis River	3 (Sherburne), 1 (Benton SWCD) *Water Quality Monitoring Sites*	✔	✔				✔		**SWCDs** Counties, MPCA, Cities	✔	✔	✔	✔	✔	$60,000
SFR-14	Conduct E. coli source assessment studies on priority resources	Battle Brook,St. Francis	1 (Sherburne), 1 (Benton) *Study/Report*	✔							**SWCDs** Counties, MPCA	✔	✔	✔	✔	✔	$30,000
SFR-15	Complete feasibility studies on priority resources	Little Elk Lake	1 (Sherburne) *Study/Report*	✔		✔			✔		**SWCDs** Counties, Lake Associations/ Districts, City of Baldwin	✔	✔	✔			$20,000
SFR-16	Conduct surveys of farm fields to determine level of soil health practice implementation Develop protocol to assess soil health adoption in watershed	Priority Subwatersheds	2 (Sherburne) *Study/Report*							✔	**SWCDs** MDA, UofM Extension	✔		✔		✔	$15,000

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

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Table 1.20 Data, Studies, and Monitoring: St. Francis River

Action		Priority Resources or Subwatersheds	Measurable Outcome *Unit*	Surface Water			Groundwater		Habitat & Natural Resources	Landscape Resiliency	Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost
				Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality				2025–2026	2027–2028	2029–2030	2031–2032	2033–2034	
SFR-17	Provide support of monitoring and surveys of invasive species	Public Access Lakes	2 (Sherburne) *Number of Lakes Supported*			✓			✓		**SWCDs, Counties** Lake Associations/ Districts	✓	✓	✓	✓	✓	$400,000
SFR-18	Conduct culvert inventories	Battle Brook	1 *Study/Report*	✓	✓						**SWCDs** County, DNR		✓	✓	✓		$20,000
SFR-19	Create multipurpose drainage plans for ditches related to priority resources	Sherburne CD 11, CD 5, CD 18	3 (Sherburne) *Study/Report*	✓	✓				✓		**SWCDs, Counties** DNR	✓	✓	✓	✓		$50,000
SFR-20	Complete hydrology and WQ benefits analysis for Kunkel WMA	Battle Brook subwatershed	1 *Study/Report*	✓	✓				✓		**Sherburne and Mille Lacs SWCD** Counties, DNR	✓	✓	✓			$25,000

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

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Table 1.21 Education and Outreach: St. Francis River

			Surface Water			Groundwater				Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost
			Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality	Habitat & Natural Resources	Landscape Resiliency		2025–2026	2027–2028	2029–2030	2031–2032	2033–2034	
Education and Outreach																
SFR-21	**Act.**	Awareness and Education: promote knowledge and understanding of best management practices through education events, newsletters, marketing campaigns, etc.	✔	✔	✔	✔	✔	✔	✔	**SWCDs, Counties** State Agencies, Community Organizations, Lake Associations	✔	✔	✔	✔	✔	$30,000
	Loc.	Entire Management Zone														
	Out.	300 Promotions														
Education and Outreach																
SFR-22	**Act.**	Environmental Behavior Adoption Programs: encourage implementation of best management practices through workshops, behavior-change programs, and one-on-one project development with landowners, etc.	✔	✔	✔	✔	✔	✔	✔	**SWCDs, Counties** State Agencies, Community Organizations, Lake Associations	✔	✔	✔	✔	✔	$160,000
	Loc.	Entire Management Zone														
	Out.	40 Events														

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

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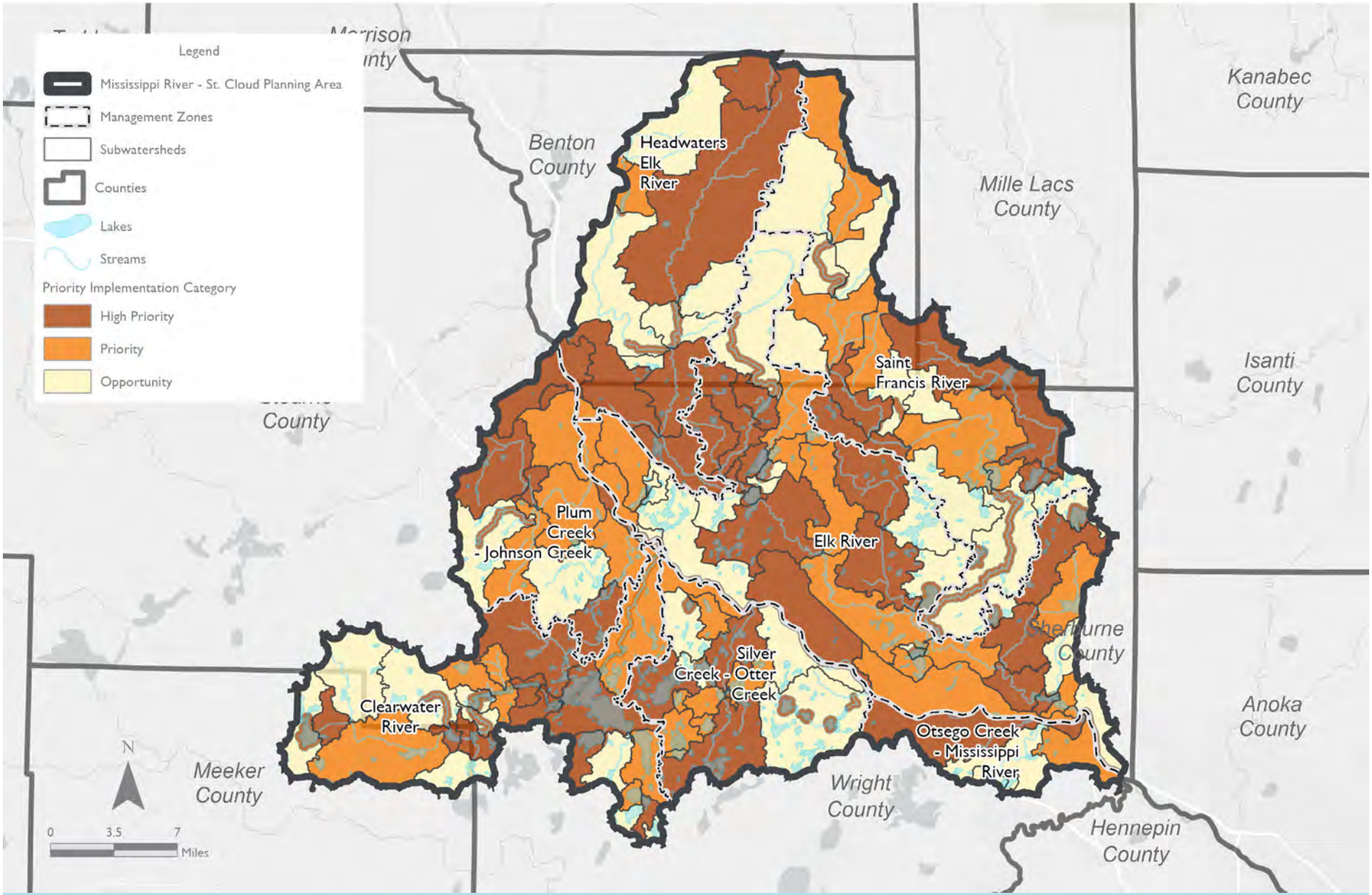


Figure 1.9 Priority Areas in the Mississippi River St. Cloud Watershed

Table 1.22 Land Use Management: Watershed Wide

			Surface Water			Groundwater				Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost Estimated Annual Cost *Additional Funding Needs and Funding Source*
			Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality	Habitat & Natural Resources	Landscape Resiliency		2025-2026	2027-2028	2029-2030	2031-2032	2033-2034	
WW-01	**Act.**	Incorporate policy to review public drainage projects for possible ecological impacts and/or improvements	✓	✓				✓	✓	**CWMP Counties - County Ditch Authorities** SWCDs, P&Z and Env Service Departments	✓	✓	✓	✓	✓	**$40,000** $4,000 *Yes* *Local Funds*
	PRSW	Watershed-wide														
	Loc.	All Management Zones														
	Out.	6 Policies established														
WW-02	**Act.**	Evaluate existing and/or potential ordinances, overlay districts, performance standards, etc. to protect drinking water.				✓				**SWCDs, County P&Z and Env Services Departments** Cities	✓					**$4,000** $4,000 *Yes* *Local Funds*
	PRSW	DWSMAs, Anoka Sand Plain														
	Loc.	All Management Zones														
	Out.	1 Study Completed														
WW-03	**Act.**	Compare and contrast ordinances including but not limited to water quality, shoreland, floodplain, septic and Mississippi Recreational and Scenic River to present model ordinance to partner communities.	✓	✓	✓	✓		✓		**SWCDs, County P&Z and Env Services Departments** Townships	✓	✓	✓	✓	✓	**$40,000** $4,000 *Yes* *Local Funds*
	PRSW	Watershed-wide														
	Loc.	All Management Zones														
	Out.	5 Studies completed														

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

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Table 1.22 Land Use Management: Watershed Wide

			Surface Water			Groundwater				Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost Estimated Annual Cost *Additional Funding Needs and Funding Source*
			Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality	Habitat & Natural Resources	Landscape Resiliency		2025-2026	2027-2028	2029-2030	2031-2032	2033-2034	
WW-04	**Act.**	Identify municipalities with restrictions on lawn growth, promote variance or ordinance flexibility to allow for native vegetation alternatives.	✔					✔	✔	SWCDs Cities		✔				**$4,000** $4,000 *Yes* *Local Funds*
	PRSW	Urban, suburban areas near Priority Resources														
	Loc.	All Management Zones														
	Out.	1 Study Completed														
WW-05	**Act.**	Encourage the planting of native pollinator species into new development project by creating a model ordinance.	✔					✔	✔	CWMP Counties - P&Z Departments SWCDs, BWSR		✔				**$4,000** $4,000 *Yes* *Local Funds*
	PRSW	Watershed-wide														
	Loc.	All Management Zones														
	Out.	1 Study Completed														

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

Table 1.22 Land Use Management: Watershed Wide

			Surface Water			Groundwater				Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost Estimated Annual Cost *Additional Funding Needs and Funding Source*
			Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality	Habitat & Natural Resources	Landscape Resiliency		2025-2026	2027-2028	2029-2030	2031-2032	2033-2034	
WW-06	**Act.**	Monitor efforts to establish bridge crossing, high voltage transmission lines, or other structures across the Mississippi River and stay engaged to encourage best practices that minimize negative ecological impacts to the furthest extent possible.	✓					✓		**Sherburne, Wright, Stearns Counties (Public Works and P&Z)** DNR, SWCDs	✓	✓	✓	✓	✓	**$5,000** $500 *Yes* *Local Funds*
	PRSW	Mississippi River														
	Loc.	City of St Cloud - Mississippi River, Clearwater River, Silver Creek - Otter Creek, Otsego Creek - Mississippi River, Headwaters Elk River, Elk River														
	Out.	1 Monitoring Completed														
WW-07	**Act.**	Compare ordinances along the Wild & Scenic Mississippi River between municipal authorities including shoreland standards, impervious surface rules, bluff setback standards, shore impact zone and more restrictive land use.	✓					✓		**Applicable County P&Z Departments, Cities** SWCDs, DNR			✓			**$4,000** $4,000 *Yes* *Local Funds*
	PRSW	Mississippi River														
	Loc.	City of St Cloud - Mississippi River, Clearwater River, Silver Creek - Otter Creek, Otsego Creek - Mississippi River, Headwaters Elk River, Elk River														
	Out.	1 Study Completed														

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

Table 1.22 Land Use Management: Watershed Wide

			Surface Water			Groundwater				Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost Estimated Annual Cost *Additional Funding Needs and Funding Source*
			Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality	Habitat & Natural Resources	Landscape Resiliency		2025-2026	2027-2028	2029-2030	2031-2032	2033-2034	
WW-08	**Act.**	Promote water storage projects in floodplains and new developments that go above and beyond current standards.	✔	✔					✔	County P&Z SWCD	✔					**$4,000** $4,000 *Yes* *Local Funds*
	PRSW	Watershed-wide														
	Loc.	All Management Zones														
	Out.	1 Study Completed														
WW-09	**Act.**	Develop a evaluation tool using information and maps from the 1w1p that allows land use decision-makers to reference CWMP priorities proposed new development or retrofit development projects against priority areas and concerns identified in the plan.	✔	✔		✔	✔	✔		SWCDs Counties	✔	✔				**$20,000** $10,000
	PRSW	Watershed-wide														
	Loc.	All Management Zones														
	Out.	1 Study Completed														

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

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Table 1.23 Data, Studies, and Monitoring: Watershed Wide

Action		Priority Resources or Subwatersheds	Measurable Outcome *Unit*	Surface Water			Groundwater		Habitat & Natural Resources	Landscape Resiliency	Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost Cost Per Unit
				Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality				2025–2026	2027–2028	2029–2030	2031–2032	2033–2034	
WW-01	Establish guidance documents for monitoring/ education of water quality metrics with public health concerns	Watershed Wide	1 (Meeker), 1 (Sherburne) *Study/Report*	✔							**SWCDs, Counties** MPCA, Cities, Watershed Districts	✔	✔	✔	✔	✔	**$15,000** $7,500
WW-02	Expand existing efforts to establish watershed-wide groundwater quality monitoring program for private wells	Watershed Wide for Townships with >5% wells exceeding drinking water standards, DWSMAs	1 *Program established*					✔			**Stearns SWCD** MDA, Cities, private landowners	✔	✔	✔	✔	✔	**$150,000** $150,000

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

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Table 1.23 Data, Studies, and Monitoring: Watershed Wide

Action		Priority Resources or Subwatersheds	Measurable Outcome *Unit*	Surface Water			Groundwater		Habitat & Natural Resources	Landscape Resiliency	Lead LGU(s) Supporting Entities	Timeline					Estimated Total 10-Year Cost Cost Per Unit
				Pollutant Runoff	Altered Hydrology	Internal Load Processes	Groundwater Quantity	Groundwater Quality				2025–2026	2027–2028	2029–2030	2031–2032	2033–2034	
WW-03	Conduct surveys of farm fields in Years 1, 5, and 10 of Plan implementation to determine level of soil health practice implementation	Watershed Wide	1 *Study/Report*							✔	**SWCDs** MDA, UofM Extension	✔		✔		✔	**$30,000** $7,500
WW-04	Utilizing tools to target within select HUC12 subwatersheds.	Wright County, Stearns County	*3 HUC12s (Wright), 2 HUC 12s (Stearns), 2 HUC 12s (Benton)*	✔	✔						**SWCDs**		✔		✔		**$91,000**

**Costs include CIP, see Section 5.2 for details.*
Act. = Action, Loc. = Location, Out. = Outcome
EA = each, AC = acre, FT = feet

Chapter 05:
Plan Implementation Programs





Shoreline Restoration Tour Visit - Photo Provided by Sherburne SWCD

Plan Implementation Programs

INTRODUCTION

Plan implementation programs support the implementation actions and are necessary to ensure that the Plan goals are accomplished. The programs used within the Watershed are described in this chapter.

5.1 INCENTIVE PROGRAMS

Incentive programs are formal programs used to promote specific actions or behaviors. Various mechanisms can be used for conducting incentive programs, including financial assistance, or providing benefits for enrolling in programs. The Partnership organizations will strive to coordinate incentive programs to provide consistency across the Watershed while following the targeting approach identified in Chapter 4 to guide project selection and dispersal of funds.

Cost Share Programs

In a cost-share program, the costs of systems or practices that are designed to protect and improve water quality, groundwater, habitat, and soil-and-water resources are shared between the landowner and a sponsoring entity such as the local, state, or federal government. The BMPs and conservation practices typically eligible are those that avoid, control, and trap nutrients, sediment, and E. coli from entering surface water and groundwater. Structural practices that may be eligible include sediment control structures or streambank stabilization projects. Nonstructural practices that may be eligible include soil health, cover crops, and manure management planning services, as well as implementation of those plans. Eligibility may vary depending on local priorities and needs.



Minnesota Agriculture Water Quality Certification Program Story Map
bit.ly/MAWQCPStoryMap

Minnesota Agriculture Water Quality Certification Program
bit.ly/mn-ag-water-quality-cert-progam

City of St. Cloud Stormwater Utility Fee Reduction Information
bit.ly/StCloudMunicodeLibrary



Riverbank Erosion Project, Mississippi River - Photo Provided by Sherburne SWCD

Minnesota Agriculture Water Quality Certification Program

The Minnesota Agricultural Water Quality Certification Program (MAWQCP) provides an opportunity for producers to voluntarily enroll in this program. By enrolling, producers agree to participate in a farm review process which will identify current conservation strengths and areas to improve conservation efforts on the farm. Then, the producer can receive financial assistance to implement and maintain approved farm management practices and obtain certification that their operation protects surface waters from the impacts of agricultural practices. Technical and financial assistance is prioritized for those who enroll but are not yet certified. After participants have been certified, they obtain regulatory certainty for a period of 10 years.

Fee Discounts

Local governments or nonprofit entities may offer reductions in fees for implementing projects and practices that align with program goals. For instance, public-drainage authorities could offer discounted permit application, review, and inspection fees if the landowner voluntarily implements a rate reduction project, or stormwater fees could be reduced if a landowner voluntarily converts cropped acres to a permanent vegetative cover. An existing example of fee discounts within the Watershed is the City of St. Cloud stormwater utility fee reduction option. While fee discounts may not be feasible for all regulatory entities within the Partnership, it is a tool that is available for consideration.

Low Interest Loans

Low interest loans may be available through various state agencies to landowners for agricultural BMPs, septic system replacement, or other projects that meet funding eligibility criteria. Typically, these funds are applied for by a local government unit, who then works with the landowners to approve the project and enroll the landowner in the low interest loan program. This process allows the local government units to be the day-to-day contact assisting landowners through the process.

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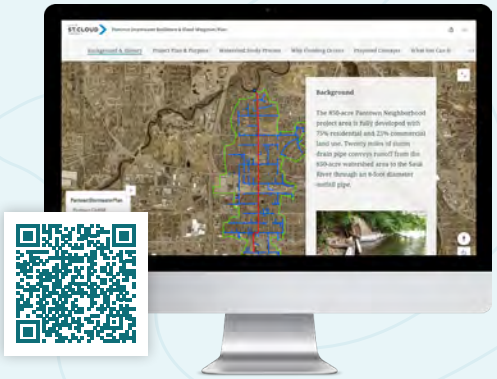
5.2 CAPITAL IMPROVEMENT PROJECTS

For the purposes of this plan, **capital improvement projects (CIPs)** are projects that are larger scaled, more expensive, and have a longer effective life than the projects typically funded through traditional incentive and cost-share programs. Projects eligible to be considered as capital improvement typically provide significant regional benefits and may require feasibility studies before design and construction. These projects require operation and maintenance (O&M) plans for the life of the project, which includes an inspection schedule to ensure the project's effectiveness. An easement and/or land acquisition are both potential components of CIPs. These projects are often completed in cooperation with multiple entities and are strong candidates for state or federal grant funding. Costs of CIPs may vary, but usually exceed $500,000. Projects costing less than $500,000 may still be considered CIPs if the other criteria for CIPs are met.

CIP examples for the Watershed include:

- Habitat protection and restoration
- Stream restoration
- Increasing water storage
- Street reconstruction
- Projects for stormwater treatment
- Wetland restoration
- Regional stormwater practices
- Culvert reworking/replacement to ensure stream connectivity
- Drainage projects incorporating water quality and habitat benefits
- Large floodplain reconnection projects
- Dam removal

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Pantown Neighborhood Improvement Project
www.ci.stcloud.mn.us/1868/Pantown-Neighborhood-Improvement-Project

CIPs that have existing feasibility studies or supporting information are captured in the BMP implementation tables. CIP concepts that have not had feasibility work completed are captured in the data, studies, and monitoring portions of the implementation tables. A few specific CIPs that were identified throughout the planning process include:

- Underground stormwater treatment system for northeast St. Cloud
- Underground detention basin
- Levee on the Mississippi River near the City of Otsego
- A few large streambank and wetland restorations
- Alum treatments
- St. Cloud Pantown Neighborhood Improvement Project

There are also two potential agricultural waste projects on the horizon in Sherburne County. Due to the amount of planning still needed to move these projects forward, they have not been included in the implementation tables, however, they may be added during the five-year plan review period, or added via a plan amendment when more detail is available.

Opportunities to implement CIPs in tandem with drainage projects to obtain desired water quantity and water quality improvements will be considered based on the results of multi-purpose drainage management plans that will be developed. Several of the county partners within the Watershed serve as the drainage authority for the public drainage systems within their boundaries. As such, county representatives in partner meetings will regularly communicate with their drainage staff to ensure that drainage projects are consistent with the goals of the plan and identify opportunities for partnership based on the work of the drainage authority and the work of the SWCD partners.

Where possible, the Partnership will assist drainage authorities in integrating water storage, water quality, and habitat improvements into drainage projects by securing grants, low interest loans, and providing technical expertise. The Partnership may also work with Local Road Authorities, Townships, Cities, and Counties in a similar capacity if projects align with Plan goals.

The Partnership may also coordinate meetings with other key partners in multi-purpose drainage projects, such as the DNR, road authorities, and the U.S. Army Corps of Engineers (USACE). Within this watershed, opportunities to implement large scale projects will generally depend on the ability to secure the necessary funding through grants and loans. Funding options to complete these projects will be explored by the Partners during the development of each biennium's workplan.

Though a specific CIP implementation table has not been developed for the plan document, specific CIPs and CIP concepts have been added to the implementation tables to the extent that information exists. The Partners intend to continue developing CIPs as appropriate to achieve the goals of the plan in a more cost-effective manner than traditional BMPs, minimizing the public capital expenditures needed for these projects.

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5.3 OPERATION AND MAINTENANCE PLANS

After BMPs and CIPs have been completed, regular inspections and maintenance are important to keep projects functioning at their designed capacity and life expectancy. The parties responsible for Operations and Maintenance (O&M) inspection procedures and enforcement will vary based on the type of project, funding entity, and contractual requirements. O&M plans must be prepared before construction. The plan should include expected maintenance activities, timing of activities, and an inspection schedule. Information should also be developed on the procedure to be followed if the inspection determines maintenance is required, or if required maintenance has not been performed, including potential penalties or enforcement actions.

Inspections should be conducted on a regular basis and after significant weather events throughout the life of the project to confirm that the O&M plan is being followed and that the project is still performing as designed. Staff conducting inspections should be trained and have the appropriate signing approvals in place. Staff may also choose to hire an outside firm to complete inspections if additional expertise is needed. Site inspections should include a written or digital record, photographs, a report regarding the status of the practice, and an outline of repairs or maintenance required. Inspection records should be kept throughout the life of the project to verify maintenance activities. Ultimately, local staff will determine the appropriate level of rigor required in an O&M plan for a given project, provided that all funding requirements are met within the O&M. BWSR's recommended timeframe for inspections are as follows:

- Conservation practice with a minimum effective life of 10 years: the years that end in 1, 3, and 9 following the certified completion.
- CIPs having a minimum effective life of 25 years: the years that end in 1, 8, 17, and 24 following certified completion is a recommended minimum.

Some CIPs may warrant more frequent inspections to ensure project effectiveness. This inspection schedule may be developed by the local partners as deemed necessary. If easement encroachments or maintenance requirements are not corrected within the designated time frame, the authorities vested in LGUs, as well as state and funding agencies, will be used to compel compliance.

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Young AIS Volunteer on Briggs Lake - Photo Provided by Sherburne SWCD

5.4 OUTREACH AND EDUCATION PROGRAM

Outreach and education are essential to the success of implementing this Plan. An outreach and education committee made up of members from partnering agencies and organizations will be established to develop outreach activities and programs that will be implemented to meet the objectives under three categories:

- Community Engagement
- Awareness + Education
- Behavior Change Programs + Project Development

A category framework is provided in this section to achieve each goal and its associated activities.



We Are Water Lake Detective
Photo Provided by Sherburne SWCD



Farm Conservation Tour
Photo Provided by Sherburne SWCD



Strip Till Demonstration
Photo Provided by Sherburne SWCD

Community Engagement

GOAL: BUILD AND NURTURE POSITIVE RELATIONSHIPS AND TRUST WITH STAKEHOLDERS IN THE WATERSHED

Example activities to meet this goal:

- Partnership meetings and events
- Attend community events
- Engage artists to facilitate community engagement programs
- Field site visits and walk-throughs, office walk-ins
- Host exhibits like We Are Water MN
- Promote outdoor recreation in the Watershed's natural resources



We Are Water MN
mnhum.org/program/we-are-water-mn/

Awareness + Education

GOAL: INCREASE KNOWLEDGE AND UNDERSTANDING OF KEY TOPICS AND ISSUES IN THE PLAN

Example activities to meet this goal:

- Education events like water festivals
- Newsletters
- Communications and marketing
- Central Minnesota Water Education Alliance (CMWEA) stormwater and drinking water education
- Community education programs through school districts



CWMEA H_2You
h2youmn.com/

Behavior Change Programs + Project Development

GOAL: INCREASE ENVIRONMENTAL STEWARDSHIP ACTIONS THROUGH PROJECTS AND PROGRAMS

Example activities to meet this goal:

- Host workshops on cover crops, shoreline restoration, and pollinator plantings
- Host clinics on private well testing and irrigation, including but not limited to nitrate clinics
- Develop a smart salting program in urban areas
- Adopt-a-Storm-Drain program
- Community education workshops through school districts
- One-on-one project development with landowners

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Within the education and outreach portions of the implementation schedules presented in Chapter 4, each management zone schedule has a row for Awareness and Education actions, measured in number of **PROMOTIONS**, as well as Environmental Behavior Adoption Programs, measured in number of events. Community Engagement was not included in the implementation tables because the focus of those efforts is relationship building, which does not provide the clear measurable outcomes that are needed for implementation table items. As such, community engagement efforts will be outlined in the education and outreach program that is developed by the education and outreach staff members within the Partnership.

Priority topics for the education and outreach program and corresponding activities will be determined by actions within the implementation schedules, work plans, and input from partnering entities. To meet outreach objectives, the Education and Outreach Committee may explore and utilize the following approaches:

- Existing partner outreach programs
- Community Co-Design Model
- International Association Public Participation Spectrum
- Community-Based Social Marketing
- Researching and establishing the Attitudes, Beliefs, and Norms Framework
- Other innovative or novel approaches to the partnership

The Education and Outreach Committee will utilize methods to determine stakeholders and prioritize audiences for programs and topics. The Education and Outreach Committee will explore categories of audiences such as, audience categories due to land use, topic, or other groupings.

Progress will be measured through participation amounts, such as number of attendees and number of postcards sent. Additionally, at a sampling of events and programs as determined by the Education and Outreach Committee, pre and post surveys will be conducted and analyzed to measure changes in the three categories of Plan topics. The Education and Outreach Committee will establish a standard procedure for evaluation to facilitate data comparisons.

PROMOTION
A specific education or outreach effort designed to raise awareness and educate a specific group of community members or stakeholders, include but not limited to: newsletters, marketing campaigns, and social media blasts.

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5.5 LAND USE MANAGEMENT

Planning for growth and land uses according to the suitability of the resource condition is an important way in which natural resources in the Watershed will be protected against impacts due to unintended consequences of growth. Federal, state, and local land use management control programs provide the regulatory mechanisms that support land use planning activities by outlining compliance criteria for associated land use actions. All eleven partners within the Watershed have some level of regulatory authority. This commonality will allow for conversations on regulatory consistency, identification of gaps, and planning to address gaps within the context of regular partner meetings. This section outlines both land use management planning and land use management control programs within the Watershed.

Land Use Management Plans

County and municipal comprehensive or land use management plans are important tools that guide future land management activities to prevent harmful impacts to environmental and economic concerns. These plans indicate where orderly growth will occur and must include goals for protecting open space and the environment. The goals and objectives contained in comprehensive plans are reflected in the zoning ordinances, permit standards, and conditional use criteria that the county or municipality employs to ensure the comprehensive land use management plan goals are obtained. The date of the most recent comprehensive land use management plans for each county is listed in Table 5.1

Table 1.1 Comprehensive Land Use Plans and Adoption Dates

LGU	Adoption Date
Benton County	June 4, 2019
Meeker County	October 2008
Sherburne County	November 7, 2023
Stearns County	July 2020
Wright County	July 2007 (Northeast Quadrant) September 2009 (Northwest Quadrant) February 2011 (US Hwy 12 Corridor)

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Land Use Management Controls

LGUs, including counties, cities, townships, and watershed districts, are responsible for regulating land-use controls and implementing various state programs and legislation, such as the DNR Shoreland Management Program and Minnesota's Wetland Conservation Act (WCA). In addition to local controls, federal and state laws, regulations, and rules are in place that relate to watershed and natural resource management. The Watershed does have a watershed district that covers a portion of the Watershed, however, many local regulatory controls rest with the counties, SWCDs, and municipalities. A summary and a table of the regulatory controls most related to watershed management is presented in the "Existing Regulatory Controls" section below.

RECOMMENDATIONS

A key aspect of a successful land use management program is the consistent application of standards and criteria in planning, zoning, and permitting as well as enforcement of land use management controls. Opportunities exist for land use authorities to achieve consistency and manage planning for the long-term protection of watershed resources in a way that balances economic growth with ecological and environmental needs. An example of a land use management planning and control recommendation found in the implementation tables is: Evaluating and comparing shoreland ordinances across the Partnership, develop recommendations based on review.

The Partners also have a watershed-wide Data, Studies, and Monitoring table row dedicated to coordinating with zoning staff regarding various land use management controls. Additionally, the Partners recommend that county and city comprehensive plan updates incorporate comprehensive watershed management plans within their jurisdiction by reference or through the adoption of specific goals from the comprehensive watershed management plans.

Influencing State Policy

The LGUs within the Watershed are eligible to participate in their respective associations:

- Minnesota Association of Soil and Water Conservation Districts (MASWCD)
- Association of Minnesota Counties (AMC)
- League of Minnesota Cities (LMC)
- Minnesota Association of Townships (MAT)
- Minnesota Watersheds

Each association has a resolution and policy process and platform. The Partnership will seek opportunities to improve watershed management programs through various channels including local, regional, and state organizations.



Shoreland Management Program
bit.ly/MNDNR_ShorelandManagement

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Existing Land Use Controls

LGUs, including counties, cities, and townships, are responsible for regulating land-use controls and implementing various state programs, such as the shoreland program.

While federal and state laws, regulations, and rules provide protection of water resources and consistency over a large area, local controls allow for targeted, specific regulation in a particular area. A summary of the Watershed partners' land use controls most related to watershed management is provided in the following table and corresponding descriptions.

Table 1.2 Existing Land Use Controls

Regulatory Control Category	Benton County	Benton SWCD	Meeker County	Meeker SWCD	Mille Lacs SWCD	Sherburne County	Sherburne SWCD	Stearns County	Stearns SWCD	Wright County	Wright SWCD
Agricultural Land Protection						✓		✓		✓	
Aquatic Invasive Species (AIS)			✓				✓	✓			
Buffer Management	✓						✓		✓		
Drainage Authority	✓		✓			✓		✓		✓	
Drain Tile	✓										
Extraction (Mining)	✓					✓		✓		✓	
Feedlots			✓					✓		✓	
Floodplain Management	✓					✓		✓		✓	
Forest/Native Prairie Land Protection											
Groundwater/Surface Water Use											
Land Use (Comprehensive Land Use Plan)	✓		✓			✓		✓		✓	
Shoreland Management	✓		✓			✓		✓		✓	
Soil Loss/Erosion											
Solid Waste	✓		✓			✓		✓		✓	
Stormwater Runoff						✓		✓			
Subsurface Sewer Treatment System (SSTS)	✓		✓			✓		✓		✓	
Terrestrial Invasive Species					✓	✓		✓			
Urban Expansion/Annexation								✓			
Wetland Management	✓			✓		✓		✓			✓

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WETLAND MANAGEMENT

There are regulatory controls that govern the discharge of dredged or fill materials into waters of the United States, including wetlands. The USACE and the Environmental Protection Agency (EPA) share responsibilities for implementing Section 404 of the Clean Water Act. Section 401 of the Clean Water Act requires certification of water quality compliance measures. This certification is a requirement of various federal permit programs and is implemented at the state level by the MPCA. USDA implements the Federal Farm Bill policies regarding draining or filling wetlands for farm program participation. Minnesota also has the Wetland Conservation Act (WCA) that is intended to result in no-net loss of wetlands through various mitigation, replacement, and permitting activities. BWSR administers the program that is implemented through local governments. The WCA entities within the Watershed are Benton County, Sherburne County, Stearns County, and Wright SWCD.

Regulations: *MN Statute portions of 103B and 103G; MN State Rule Chapter 8420*

FLOODPLAIN MANAGEMENT

The Federal Emergency Management Agency (FEMA) administers federal floodplain management, mapping, insurance, and flood-assistance programs. The DNR oversees the state program and administers the National Flood Insurance Program for the state. Local zoning regulations identify permitted land use in the floodway, flood fringe, and floodplain. Digital Flood Insurance Rate Maps (DFIRMs) have been completed for each of the six counties within the Watershed: Benton, Meeker, Mille Lacs, Sherburne, Stearns, and Wright.

SHORELAND MANAGEMENT

Minnesota has shoreland management standards that are identified in rules and are overseen by the DNR. Local governments are required to adopt land-use controls that protect shorelands along rivers and lakes. Ordinances may be more restrictive depending on the local government units. All five counties within the Partnership, including Benton, Meeker, Sherburne, Stearns, and Wright, have shoreland management ordinances. Some cities within the Watershed also have shoreland management ordinances.

Regulations: *MN Statute 103F and MN Rules 6120.2500 – 3900*

BUFFER MANAGEMENT

Buffers are required on public waters and drainage systems. According to legislation enacted in 2015, buffers of perennial vegetation are required to be an average of 50 feet with a minimum of 30 feet on public waters and 16.5 feet on public drainage systems. Flexibility is provided if other practices are implemented and provide the same water quality benefit as a buffer. Exceptions are allowed for areas that are covered by roads, buildings, or other structures; areas that are enrolled in the Environmental Quality Incentives Program (EQIP); public-water accesses; and municipalities that follow federal and state stormwater requirements. BWSR is the regulatory authority of this program, which is operated at the county level. Benton County, Sherburne SWCD, and Stearns SWCD have buffer management ordinances.

Regulations: *Minnesota Statutes 103B and 103F.48, Subd. 4.*

POINT SOURCE POLLUTION REGULATIONS

Mandates regulating point sources of pollution were a major component of the Clean Water Act, which was passed in 1972. The EPA is responsible for regulating point sources through the National Pollutant Discharge Elimination System (NPDES). The Minnesota Pollution Control Agency (MPCA) implements this program, which includes municipal sewage treatment plants, industrial discharges, stormwater, and concentrated animal feeding operations (CAFOs) at the state level. Minnesota has general permits that govern activities such as confined animal feedlots and the standards are outlined in state rule.

Regulations: *MN Statutes 115 and 116, as amended, and MN Rules Chapters 7001, 7050, 7060 and 7090; MN Rules Chapters 7050 and 7052*

MUNICIPAL SEPARATE STORM SEWER SYSTEMS (MS4)

Discharges from certain MS4s are regulated under the NPDES which was developed as a result of the federal Clean Water Act. There are a total of eighteen MS4 systems wholly or partially within the Watershed area, including two MnDOT MS4s. Compliance with MS4 regulations is managed on the state level through the MPCA.

WELLHEAD PROTECTION

Protection of community drinking water sources is accomplished using wellhead protection areas to identify areas in a well recharge zone that are susceptible to contamination. Wellhead protection plans are written according to the 1986 amendments to the federal Safe Drinking Water Act. There are 25 wellhead protection areas within the Watershed.

SUBSURFACE SEWAGE TREATMENT SYSTEMS

The goal of the Subsurface Sewage Treatment Systems (SSTS) program is to protect the public health and the environment by adequately dispersing and treating domestic sewage from dwellings or other establishments that generate volumes less than 10,000 gallons per day. SSTS requirements are adopted and enforced locally. Counties and SWCDs in the Watershed may have grants and low interest loans available for SSTS upgrades for individuals that meet limited income qualifications.

Regulations: *MN Statutes 115.55 and 115.56, MN Rules Chapters 7080, 7081, 7082, 7083.*

WASTE MANAGEMENT

Waste management permitting and regulatory programs are implemented by the MPCA. These programs include hazardous waste, storage tanks, and solid waste. Local land use and zoning controls may regulate whether waste storage and handling facilities are a compatible use. Benton, Meeker, Sherburne, Stearns, and Wright counties each have a solid waste ordinance.

Regulations: *MN Statutes 115.55, MN Rules Chapters 7001, 7035, 7045, 7150, 7151, 9215, 9220.*

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GROUNDWATER AND SURFACE WATER USE (SITING WELLS)

A water use (appropriation) permit from DNR Division of Ecological Water Resources is required for all users withdrawing more than 10,000 gallons of water per day or 1 million gallons per year. DNR is required to manage water resources to ensure an adequate supply to meet long-range seasonal requirements for domestic, agricultural, fish and wildlife, recreational, power, navigation, and quality control purposes. SWCDs and planning and zoning offices are offered the opportunity to comment on these permit applications.

MN Statute 103G for appropriation; 103H, 1989 Groundwater Act

INVASIVE SPECIES

DNR has regulatory authority over aquatic plants and animals, and terrestrial vertebrates. The Minnesota Department of Agriculture (MDA) has regulatory authority over terrestrial plants, also known as noxious weeds, and plant pests. Each county has an agriculture inspector whose responsibility is to ensure that all laws and rules related to noxious weeds are carried out. There is no counterpart for aquatic plants and animals or terrestrial vertebrates.

FEEDLOTS

The MPCA administers the feedlot regulations in Minnesota. Counties in the state may be delegated by the MPCA to administer the program for feedlots that are not required to have a state or federal permit. Meeker, Stearns, and Wright counties are delegated counties and manage their own programs. Each program must include permitting, inspection, and registration. Each county will maintain delegated authority during the plan implementation.

MN Rules Chapter 7020

PUBLIC WATERS

The DNR administers the Public Waters Work Permit Program which regulates activities below the Ordinary High-Water Level (OHWL) in public waters and wetlands. There are many activities that require a Public Waters Work Permit, and permits must be received prior to work beginning. Activities that may require this permit include excavation, dredging, filling, putting in structures, and shore protection measures.

MN Statute 103G.245

EXTRACTION AND EXTRACTIVE USE

Counties are responsible for administering land use controls for extraction. Extractive use means the use of land for the removal of surface or subsurface sand, gravel, rock, industrial minerals, a nonmetallic mineral, or peat not regulated by Minn. Stat. §§ 93.44–93.51 and amendments thereto. Extractive use mining may include construction sand and gravel used in concrete, aggregates, concrete products, asphalt, road base, fill, snow and ice control and other miscellaneous uses. Peat, black dirt, rock, and other soils are used extensively for landscaping.

PUBLIC DRAINAGE SYSTEMS

Artificial drainage, which includes subsurface drainage tile and open ditches, was used historically to increase the amount of arable land. Over the past several decades, more extensive tiling, known as pattern tiling, has been used to optimize crop production by ensuring soil moisture allows for scheduled planting and prevents excess soil and surface moisture. Public drainage systems are publicly managed drainage systems that provide outlets for private tile and ditches. Management of public drainage systems by drainage authorities, typically counties or watershed districts, is governed by Minn. Stat. §§ 103E. Drainage authorities work with landowners to ensure adequate drainage and enforcement of relevant regulations (e.g., buffer requirements).

CULTURAL RESOURCES

The National Historic Preservation Act (NHPA) of 1966 governs the protection of cultural resources. The NHPA requires federal agencies to consider the effect of their activities on historic properties; in practice this is achieved in partnership with State and Tribal Historic Preservation Offices. Minn. Stat. §§ 138 designates the Commissioner of the Department of Administration as the Historic Preservation Officer and assigns responsibility for the program with the State Historic Preservation Office (SHPO). The Minnesota Field Archaeology Act mandates licensing for archaeological work on non-federal public land and requires state agencies to coordinate with the State Archaeologist, SHPO, and the Minnesota Indian Affairs Council for review when working in areas of known or suspected archaeological sites. The Minnesota Historic Sites Act establishes the State Historic Sites Network and the State Register of Historic Places and requires state agencies to consult with the SHPO before undertaking or licensing projects that may affect listed properties. Other pertinent regulations come from The Minnesota Private Cemeteries Act, which protects all human remains on public or private land in Minnesota; the Minnesota Environmental Rights Act; and Minnesota Environmental Quality Board, which oversees Environmental Assessment Worksheets and Environmental Impact Statements.

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ENDANGERED AND THREATENED SPECIES

Minn. Stat. §§ 88 .0895 governs protection of threatened and endangered species and defines species with special protection as follows: endangered species are those threatened with extinction throughout all or a significant portion of its range; threatened species are those likely to become endangered within the foreseeable future throughout all or a significant portion of its range; and species of special concern are those that are not endangered or threatened, but are extremely uncommon in Minnesota or have unique or highly specific habitat requirements and deserve careful monitoring. The DNR is required to adopt rules designating species as endangered, threatened, or species of special concern. Species are also protected at the federal level and their protection status is determined by the USFWS. Species with protection status at the federal level, as listed by USFWS, are shown in Appendix E. With respect to the Northern long-eared bat (NLEB), USFWS may regulate tree removal or other activities if they are conducted:

- Within a quarter mile of an entrance to a known NLEB hibernaculum such as a cave, mine, or other feature in which NLEBs have been documented to overwinter
- Within 150 feet of a known NLEB maternity roost tree such as a tree in which a female NLEB has been documented to roost

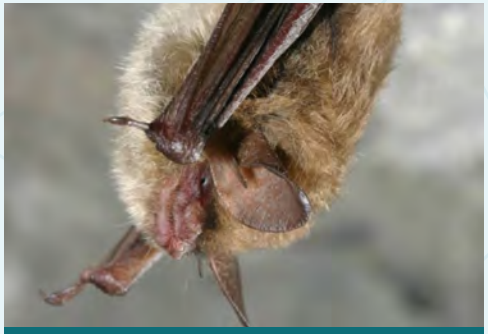
Threatened Species:

- Northern Long-eared Bat *(Myotis septentrionalis)*

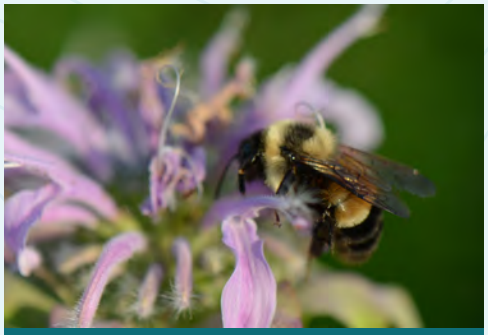
Endangered:

- Rusty Patched Bumble Bee *(Bombus affinis)*
- Monarch Butterfly *(Danaus plexippus)* - candidate species

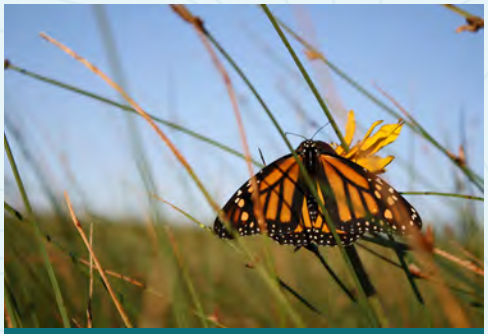
Note that there is one National Wildlife Refuge within the Watershed; Sherburne National Wildlife Refuge is 30,700 acres.



Northern Long-eared Bat



Rusty Patched Bumble Bee



Monarch Butterfly

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5.6 MONITORING PROGRAM

An important component of watershed management is understanding watershed conditions and trends. It is also important to gain knowledge about lesser understood resources. Data obtained through research and monitoring programs provides the information that allows implementation actions to be adapted and tailored to meet changing conditions. This section of the Plan presents information about current monitoring and data gathering efforts, identifies potential future data gathering and research efforts, and provides information about the organizations and programs that are involved in monitoring and research efforts.

Data collected through locally led efforts will use industry standard methods and protocols, and will be integrated in locally led modeling and resource management projects, along with the evaluation of Plan goals as appropriate. Data acquired through local efforts may be submitted to the appropriate state agency. State agencies are responsible for updating state sponsored modeling and resource assessment efforts, such as the HSFP and WRAPS programs, with the data acquired through local efforts. Within the Watershed, much of the monitoring is conducted by state agencies, citizen volunteers, Sherburne and Wright SWCDs, and the Clearwater River Watershed District.

Data collected will also be used to evaluate progress towards water quality goals by tracking long-term water quality trends, particularly at the five year plan evaluation. The MPCA WPLMN program has three monitoring sites located within the Watershed and data from these sites, as well as others, may be used to improve model calibration in addition to tracking short and long term water quality trends.

Monitoring conducted by the Clearwater River Watershed District captures portions of Stearns and Wright counties and as of 2024, includes 13 lake sites and 10 stream sites. Parameters captured include total phosphorus, orthophosphorus, total suspended solids, and chlorophyll-a (lakes only). Citizen monitoring occurs on both lake and stream sites within the watershed and consists primarily of secchi readings and field notes. The Intensive Watershed Monitoring Program through the MPCA typically includes biweekly sampling of E.coli, total suspended solids, and total phosphorus, with additional parameters added as deemed necessary.

All priority lakes and streams are monitored through one of the following programs: Citizen Lake and Stream Monitoring (MPCA Program), Intensive Watershed Monitoring (MPCA), Watershed Pollutant Load Monitoring Network (MPCA), the Clearwater River Watershed District, or one of the local partners.

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Table 1.3 Current Monitoring

Surface Water	
Streams	The MPCA's Watershed Pollutant Load Monitoring Network (WPLMN) measures and compares data on pollutant loads from Minnesota's rivers and streams and tracks water quality trends. Data is collected along major river main stems, at major watershed (i.e., HUC-8) outlets to major rivers, and in several subwatersheds. Three long term sites are monitored in the Watershed.
	The MPCA conducts biological and stream monitoring approximately every 10 years as a part of the Intensive Watershed Approach. The first and second round of monitoring in the Watershed began in 2009 and 2019 respectively.
	The MPCA's Volunteer Water Monitoring Program provides records of water body transparency. This program relies on a network of volunteers who measure transparency approximately monthly.
	Discharges from permitted municipal and industrial wastewater sources are reported through discharge monitoring records; these records are used to evaluate compliance with NPDES/SDS permits. Summaries of discharge monitoring records are available through the MPCA's Wastewater Data Browser.
	Implementation monitoring is conducted by both BWSR (i.e., eLINK) and the USDA. Both agencies track the locations of BMP installations. Tillage transects and crop residue data are collected periodically and reported through the Minnesota Tillage Transect Survey Data Center. BMP tracking information is readily available through the MPCA's Healthier Watersheds webpage.
	Water monitoring data includes analysis of a variety of potential pollutants and includes Phosphorus, Ortho-phosphorus, Total Suspended Solids, Nitrate and Nitrite, Dissolved Oxygen, and Temperature.
	MPCA's Environmental Data Access (EDA) system features data from surface water monitoring sites located around Minnesota. Where available, you can also view the conditions of lakes, rivers or streams that have been assessed. *bit.ly/surfaceWaterDataAccess*

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Table 1.3 Current Monitoring

Surface Water	
Lakes	Water monitoring data includes analysis of a variety of potential pollutants with a focus on phosphorus, TSS, water clarity, dissolved oxygen, chlorophyll a, and temperature.
	The MPCA conducts lake monitoring roughly every 10 years as a part of the intensive watershed approach. The first and second round of monitoring in the Watershed began in 2009 and 2019 respectively.
	The state's Citizens Monitoring Program provides useful information on lake water clarity which is used to calculate long-term water clarity trends.
	The DNR leads a long-term, collaborative monitoring effort focused on 25 sentinel lakes in the state. The program is designed to understand and predict the consequences of land use and climate change on lake habitats in a representative sample of the state's lakes. This program involves long-term monitoring of water chemistry, fisheries, zooplankton, phytoplankton, habitat, groundwater, and other factors in the lakes, along with detailed assessment of watershed and related characteristics. The MPCA is a partner in this effort and focused on collecting and assessing lake water quality data. As of April 2024, there are no lakes within the Watershed that are a part of the DNR Sentinel Lakes monitoring program.
	Wright SWCD assists volunteers with their sampling efforts on 32 lakes.
	City of St. Cloud collects water quality data on Lake George.
Groundwater (GRAPS, 2023)	Numerous organizations are involved in monitoring groundwater quality and quality. Figure 6-3 provides a graphical overview of the state agencies involved in monitoring groundwater.
	The MPCA has monitored water quality conditions in approximately 30 ambient groundwater monitoring wells within the Watershed.
	The DNR monitors groundwater levels in 44 wells within the watershed, 40 of which are DNR wells and four are permit condition wells.
	The MDA administers the Township Testing Program (TTP) which focuses on townships considered vulnerable to groundwater contamination and have significant row crop production.
	The MDH monitors for arsenic on every new well installed.
Climate	Periodic summaries of recent and long-term weather-reporting station data may be helpful in modifying monitoring activities and interpreting data to reflect weather variability. A climate summary is available from the DNR. *bit.ly/ClimateSummaryMRSC*

Minnesota State Agency Roles in Groundwater

QUALITY

HEALTH
- Public water supply
- Well construction
- Health risk assessment

MPCA
- Chemical releases
- Industrial pollutants
- Chemicals from consumer products

DEPARTMENT OF AGRICULTURE
- Pesticides
- Fertilizer

QUANTITY

DEPARTMENT OF NATURAL RESOURCES
- Water supply/ availability
- Natural resource/ ecosystem functions

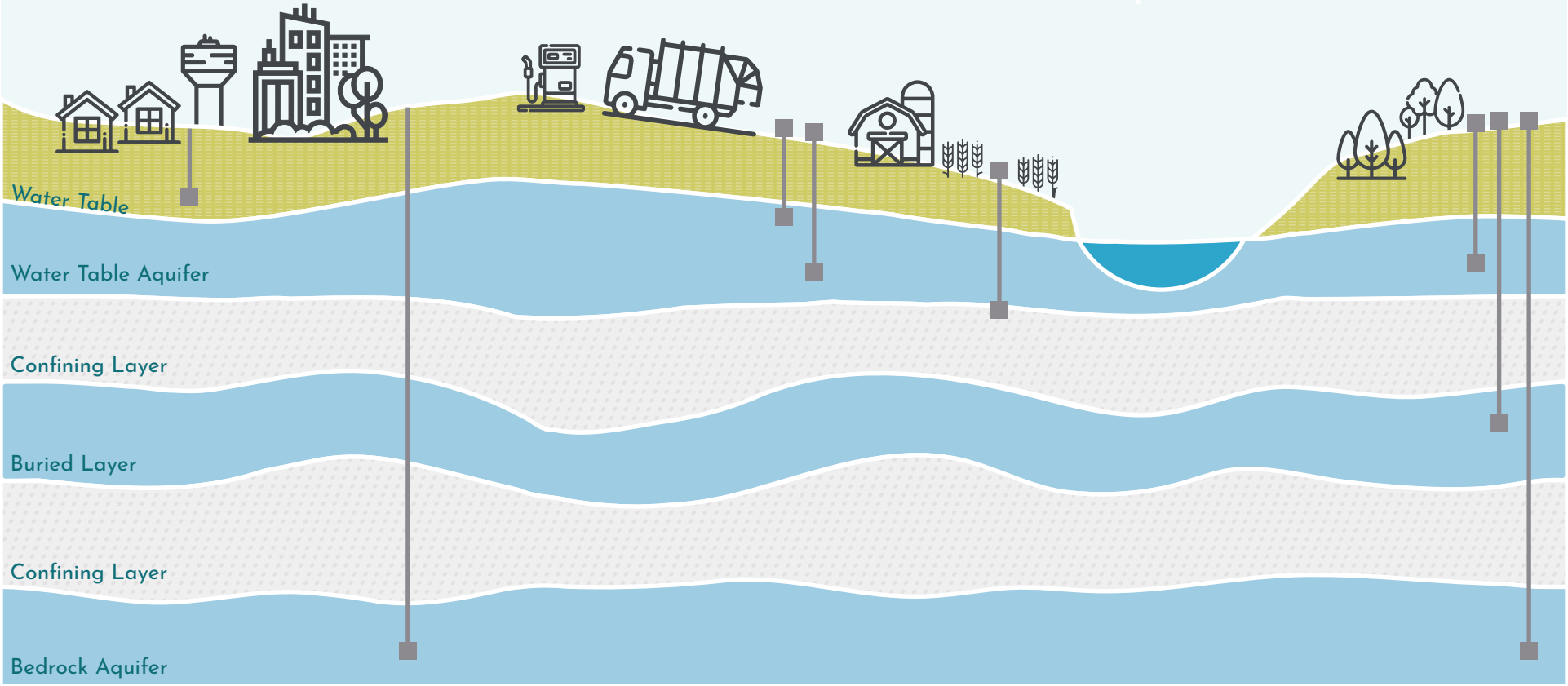


Figure 1.1 Schematic of Agencies Involved in Groundwater Monitoring

Future Monitoring Considerations, Resources, And Goals

Additional data, information, and studies are needed to better assess watershed conditions, detect trends, and fill data gaps. These efforts, aimed to better quantify watershed conditions, will provide the information needed for future restoration and protection efforts. Actions related to monitoring, data acquisition, and studies anticipated over the 10-year plan period are included as data, studies, and monitoring items in the implementation schedules for each management zone. Additional details for these monitoring activities are provided in the implementation schedule located in Chapter 4.

Table 1.4 Future Monitoring and Data Collection Efforts

Area	Effort
Waterbodies	Water quality monitoring
	Increase citizen lake monitoring program participation
	Update lake management plans and in-lake management feasibility studies
	Pollutant Targeting Studies
	Stormwater pond monitoring
	Internal Loading Feasibility
Upland	Use multi-purpose drainage management (MDM) plans to partner with drainage authorities
Flooding	Evaluate potential floodplain connection projects
	Inform water quantity and rate implementation planning
	Water storage project feasibility
	Increase and support participation of rain gauge volunteers with the Community Collaborative Rain, Hail, and Soil Network
	Culvert Inventory
Groundwater	Septic system compliance inventory
	Well inventory
Shoreland	Feasibility studies for streambank stabilization, restoration, or remeanders

Chapter 06:
Plan Administration and Coordination





Plan Administration and Coordination

INTRODUCTION

This section describes how the Partnership will work together and how the Plan will be administered, implemented, monitored, and funded.

6.1 DECISION MAKING AND STAFFING

A Memorandum of Agreement (MOA) was established by the LGUs for the development of the Plan. For Plan implementation, the Partnership developed a Joint Powers Agreement that forms a Joint Powers Entity (JPE). The JPE Board will be made up of one appointed representative of each participating entity. The SC will not be utilized during Plan implementation. The TAC will become the Implementation Planning Committee (IPC) and will be made up of local technical staff from the participating entities, as well as representatives from state agencies. Additional committees may be established throughout Plan implementation as appropriate. The agreement developed for the establishment of the JPE will follow all relevant state statutes. The name of the JPE will be MRSC Watershed Partnership (MRSCWP).



Committees

The committees established for Plan development (PC, SC, TAC, and CAC) will be updated to address the specific needs of Plan implementation. The PC will become the JPE Board, the SC and CAC will dissolve, and the TAC will become the IPC.

JPE Board

The JPE Board (Board) will be made up of one appointed representative from each governing entity. The Board's role will include providing oversight of plan implementation, providing recommendation to approve grant applications, grant agreements, interim reports, payment of invoices, and entering professional contracts. The Board shall also provide recommendation of approval of the biennial work plan and annual budget consisting of an itemized statement of the Plan, revenues, and expenses for the ensuing calendar years, and shall be presented to the respective governing entities that are represented on the Board.

Implementation Planning Committee (IPC)

Members of the IPC are appointed by the Board and will include local and state agency staff to provide support and make recommendations on implementation of the Plan as needed.

To maintain consistency between the planning process and plan implementation, many or all the same members that served on the PC and TAC during the planning process may serve on the Board and IPC during Plan implementation.



Coordination of Shared Services

The MRSCWP recognizes the benefit of obtaining efficiencies through shared service delivery. Throughout the implementation of the Plan, and particularly at the biennial planning and five-year evaluation benchmarks, the committees will assess appropriate use of shared services to ensure goals are achieved. Potential opportunities for shared services include but are not bound or limited to a partnership focused education and outreach staff member, partnership website and other web-based tools, and the use of Job Approval Authority sign-offs across political boundaries within the Watershed.

Collaboration With Other Units of Government

The Board and staff will actively seek opportunities for early coordination and collaboration with other units of government including cities, townships, lake improvement districts, federal agencies, and special purpose joint powers boards. Governmental units, including drainage authorities, that are not part of the MRSCWP will be invited to participate in implementation activities where those activities are relevant to their own goals or implementation measures. Collaboration with state agencies such as BWSR, MPCA, MDH, MDA, and DNR are critical for executing the programs and goals of the plan. Federal government partners, including the USFWS, USACE, United States Geologic Survey (USGS), NRCS, and Farm Service Agency (FSA), are not required participants but their programs and staff expertise are necessary components to fulfilling plan goals. Coordination with federal partners to convene Local Working Groups to fulfill federal Farm Bill requirements will occur as needed.

Collaboration With Others

To a large degree, the success in achieving the Plan goals will depend on the local support that drives its implementation. The MRSCWP is committed to working with nongovernmental entities including civic groups, lake associations, nonprofit entities, private businesses, volunteers, individuals, and foundations, many of which are already involved in protecting and improving resources in the Watershed.

COLLABORATION WITH STATE AGENCIES

BWSR
DEPARTMENT OF AGRICULTURE
MPCA
DEPARTMENT OF NATURAL RESOURCES
HEALTH

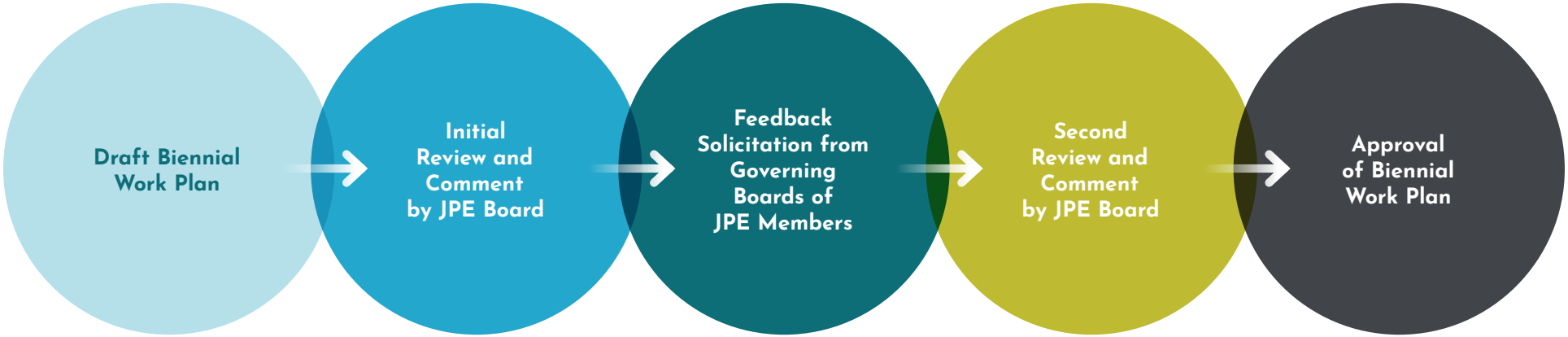
COLLABORATION WITH FEDERAL GOVERNMENT PARTNERS

US Army Corps of Engineers
USGS science for a changing world
NRCS
FSA FARM SERVICE AGENCY



6.2 WORK PLAN DEVELOPMENT

Biennial work plan development starts with a review of recent implementation efforts completed by the Partners. The goal of this review will be to achieve meaningful results while considering existing conditions and circumstances. Following this review, the MRSCWP will develop a draft biennial work plan and budget based on the timing of actions identified in the implementation section of this plan in addition to the amount of available funding. The MRSCWP will present the draft biennial work plan and budget to the JPE Board for recommendation of approval. The MRSCWP will review the JPE Board's recommendations to incorporate necessary changes to the work plan. Once changes have been incorporated, the JPE Board will solicit feedback from governing boards of JPE members before formally approving the work plan. These approved biennial work plans will be used to develop the biennial funding requests to BWSR. The process for biennial work plan revisions will be outlined in the JPE process and procedure documents. The IPC will work together annually to refine, amend, and implement the biennial work plan as needed, taking local budget and staffing into consideration.



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6.3 PLAN AMENDMENTS

This Plan is in effect for 10 years after obtaining state approval. The activities described in this Plan are voluntary, not prescriptive, and are meant to allow flexibility in implementation. During the time that this Plan is in effect, new data will be generated that will provide a better understanding of watershed issues and solutions. Administrative authorities, state policies, and resource concerns may also change. Changes, additions, or clarifications to the Plan may be necessary to address the new and changing information. A plan amendment will be required when the requested change to the Plan includes revising a goal or the deletion or addition of a priority area. This does not include adding Prioritize, Target, Measure (PTM) information to an already identified priority area.

If amendments are required or requested by a member of the MRSCWP, the Board will initiate a plan amendment process following the procedures outlined in the JPE agreement and corresponding bylaws. Any party to the agreement may recommend a plan amendment. Any such recommendation will be reviewed by the IPC, whose findings will be provided to the Board. The MRSCWP will consult with their BWSR staff to determine if an amendment is needed when revisions are being considered. The Board will make a determination using the process specified in the bylaws regarding whether to proceed with the amendment.

If the Board determines that an amendment should proceed, the MRSCWP will follow the BWSR process for state approval of the plan amendment.

Expenses will be paid by the parties only as allowed in the JPE agreement. When the Board determines that a proposed amendment is solely for the purposes of two or fewer parties, for instance a county and an SWCD, at least one of whom have adopted the Plan to replace their local water plan, then the cost of the amendment process will be borne by that LGU.

6.4 ASSESSMENT AND EVALUATION

Tracking + Accomplishment Assessment

The MRSCWP will use the biennial work plan and budget assigned as a tracking sheet for implementation actions and costs throughout the planning period. The tracking sheet will align anticipated outcomes contained in the biennial work plan to measure progress towards planned implementation goals. An annual assessment of progress will be made at the beginning of the biennial work plan development cycle to evaluate progress and adjust as needed based on identified implementation barriers, changes in capacity, and the adoption and success of practices and projects.

Progress towards overall measurable goal achievement will include tracking numerical goals, such as the number of septic system fixes; estimating pollution reductions using the spreadsheet calculator, models and tools; or verifying outcomes using evidence-based data collection.

Additional tracking and evaluation approaches and tools are being explored by the Partners. The JPE Board and IPC will select an approach during early Plan implementation. It is anticipated that the tool will be GIS based. Outcomes and efforts to be tracked include pollutant reductions, acres of storage, and more.



Five Year Evaluation

Every five years, the MRSCWP will conduct an evaluation of overall progress towards the 10-year goals and desired future conditions. The evaluation will begin with an assessment of new data, information, updated models, studies, and trends. This information will be used to evaluate whether the Plan's established measurable goals and priority issues still align with the outcomes of the updated information. The MRSCWP will also reach out to state agency partners to determine whether they have gathered new information or studies that would be beneficial to include in the evaluation process. In addition to reviewing updated data, an assessment will be made as to whether the 10-year goals will be met with the current pace of progress. The conclusions of these reviews will determine if additional resources are needed, or if the delivery of services should be adjusted to strengthen implementation efforts. If these changes are deemed necessary, the Board will initiate a plan amendment process.

Topics the Partners will review during the five year evaluation process include but are not limited to: E.coli data and strategies, water storage/altered hydrology strategies, CIP identification, refining targeting approaches, staffing/technical assistance, engineering bottlenecks, coordination of projects with drainage and road authorities, and the social science of conservation, particularly understanding the barriers to voluntary conservation.

Partnership Assessment

The MRSCWP will regularly assess—informally and formally—their performance in implementing the programs, activities in the Plan, and achieving goals throughout the life of the Plan. Informally, the MRSCWP will adjust as needed to leverage the MRSCWP's collective and individual strengths as funding and collaborative opportunities arise. Formally, the MRSCWP will assess the degree to which goals were achieved and how to best organize and align efforts to fulfill Plan goals on a biennial basis. Any revisions to the roles and responsibilities amongst the MRSCWP members will be reflected in the work plan.

Partnership Assessment efforts will use the information from the Tracking and Accomplishment Assessments as a starting point and will expand from the detailed implementation action and cost assessments to the broader assessments of overall performance with implementation and progress towards Plan goals.

Reporting

The fiscal agent is responsible for submitting all required reports and completing annual reporting requirements for the Plan as required by state law and policy. The Plan Coordinator and the other MRSCWP members will assist in the development of the required reports and will continue to file their own reports as required.

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6.5 FUNDING

The following sections discuss current local funding, funding needs, and potential funding sources. The extent to which the Plan activities can be accomplished is dependent on the level of funding that is available, as well as the capacity of the staff.

Current local funding to implement the Plan is outlined in Table 6.1 and estimated total plan cost is outlined in Table 6.2. Also included in the funding amounts are the expected watershed based implementation funding (WBIF) and secured grant funds. It is expected that the current level of investment by each LGU will remain the same during the Plan implementation. Annual funding that is available through state and federal programs is accounted for in Table 6.1 and considered as additional funding sources to help implement the Plan. The Partners utilized historic local, state, and federal contributions to watershed improvements to anticipate future contributions that may be used to help implement the Plan. Plan implementation and achievement of Plan goals may be impacted by the amount of funding the Partners are able to obtain through state and federal grants and local contributions.

The estimated cost to implement the 10-year comprehensive Plan is $102,379,500. The cost to implement the plan is allocated in different components which include agriculture and urban best management practices; education and outreach; technical assistance; data, studies, and monitoring; land use management; and administration costs. (Table 6.2).

Table 1.1 Summary of Current Local Funding and Total Cost to Fund the 10-Year Plan

Anticipated Funding Sources for Plan Implementation	
State: Conservation Delivery, SWCD Aid, BWSR, MAWQCP, etc.	$12,269,612
Local: County Contribution to SWCD, Tree Sale Income, Regulatory/Zoning Programs, etc.	$7,434,323
Total	**$19,703,935**

Table 1.2 Plan Costs

Costs for Plan Implementation	
Best Management Practices (BMPs)	$84,361,000*
Education and Outreach	$1,303,000
Technical Assistance (15% assumed)	$12,654,000
Data, Studies, and Monitoring	$3,301,500
Land Use Management	$125,000
Administration (10% assumed)	$635,000
Total	**$102,379,500**

**Note: the BMP row includes costs for traditional BMPs as well as large scale CIPs that typically cost over $500,000 each. Action items in the implementation tables that include CIPs are identified in the tables and include Item ID's CWR-12, PCJC-10, HWER-09, ER-09, ER-11, and OCMR-08. Refer to section 5.2 for more details.*

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Local Funding

Local funds may include general funds, landowner contributions, or are those which are derived from the local tax base, including in-kind contribution of personnel whose position is funded through locally derived funds. Local funds will be used to fund local priorities and programs such as when these local priorities are misaligned with state or federal funded program requirements as well as to provide required or additional match for grant programs. A listing of some of the funding mechanisms will be explored as appropriate. Table 6.3 below shows applicable local funding sources as identified in the BWSR One Watershed, One Plan Guidebook.

Table 1.3 Local Funding

Application	Citation	Summary
Counties	§103B.251	May certify for payment by the county all or any part of the cost of a capital improvement contained in the capital improvement program of plans developed in accordance with §103B.231. Counties may issue general obligation bonds to pay all or part of the cost of a project. The county may pay the principal and interest on the bonds by levying a tax on all property located in the watershed or subwatershed in which the bonds are issued. Loans from counties to watershed districts for the purposes of implementing this section are not subject to the loan limit set forth in §103D.335
Drainage Authorities	§103E.601	Drainage System Costs: Funding of all costs related to construction, maintenance, and improvement of drainage systems is apportioned to property owners within the drainage system based on the benefits received from the improved drainage.
	§103E.011 Subdivisions 5	External Sources of Funding: A drainage authority can accept and use funds from sources other than assessments from benefited landowners for the purposes of flood control, wetland restoration, or water quality improvements. Additionally, 103E.015, Subd.1a requires drainage authorities to investigate potential use of external funding for the purposes identified in 103E.011, Subd. 5.
Counties	§103B.331 Subdivisions 3 & 4	(3) May charge users for services provided by the county necessary to implement the local water management plan. (4) May establish one or more special taxing districts within the county and issue bonds to finance capital improvements under the Comprehensive Local Water Management Act. After adoption of the resolution, a county may annually levy a tax on all taxable property in the district.
	§103B.555 Subdivisions 1 & 3	(1) May establish a Lake Improvement District and impose service charges on the users of lake improvement district services within the district. May levy an ad valorem tax solely on property within the lake improvement district for projects of special benefit to the district; may impose or issue any combination of service charges, special assessments, obligations, and taxes. (3) A tax under Subd. 1 may be in addition to amounts levied on all taxable property in the county for the same/similar purposes.
	§103B.355	Water Planning Authority for Special Projects: Counties have authority to levy funds for priority projects and to assist SWCDs with program implementation.
County boards on behalf of soil and water conservation districts	§103C.331 Subdivision 16	May levy an annual tax on all taxable real property in the district for the amount that the board determines is necessary to meet the requirements of the district.
Municipalities	§462.358 Subdivision 2b(c)	May accept a cash fee for lots created in a subdivision or redevelopment that will be served by municipal sanitary sewer and water service or community septic and private wells. May charge dedication fees for the acquisition and development or improvement of wetlands and open space based on an approved parks and open space plan.
	§444.075	Stormwater Utility Fee: Municipalities (home rule charter or statutory city that is not in an orderly annexation process) are authorized to collect stormwater utility fees to build, repair, operate, and maintain stormwater management systems. Stormwater utility fees must be set using reasonable calculations based on runoff volume or pollution quantities, property classification, or an equitable basis.

State Funding

The state of Minnesota has the responsibility to fund watershed management programs through various capacities, programs, and agencies. The Nonpoint Priority Funding Plan outlines a criteria-based process to prioritize Clean Water Fund investments. These high-level state priority criteria include:

- Restore those waters that are closest to meeting state water quality standards,
- Protect those high-quality unimpaired waters at greatest risk of becoming impaired, and
- Restore and protect water resources for public use and public health, including drinking water.

Funding for CIPs may be obtained through legislative appropriations directly or through state agency programs that have bond funds available, such as RIM. Grants are available from BWSR, MPCA, DNR, MDH, and MDA to fund programs, practices, and projects. Grants are also available through legislative commissions, such as the Lessard-Sams Outdoor Heritage Council which funds habitat projects, and the Legislative and Citizens Commission on Minnesota Resources Environmental Trust Fund, which funds research and innovation projects. State revolving fund loans can be obtained from the MPCA and MDA. These funding sources will be pursued during implementation of this plan to provide supplemental funding for projects as deemed appropriate or necessary.

Federal Funding

Federal agencies expected to partner, and from which funds will be sought, include

- U.S. Forest Service (USFS)
- USFWS
- USACE
- USGS
- NRCS
- FSA
- EPA

Dam improvement programs that address habitat and connectivity concerns may involve partnering with USACE. USGS will likely provide support for data acquisition and monitoring programs while USFWS may provide land retirement program funds.

Nonregulatory Ecosystem Service Programs

Most ecosystem service trading programs are facilitated through regulatory permits and programs, such as wetland banking. However, demand is increasing to provide ecosystem service grants that are not regulatory in scope. Funding initiatives that may be available could focus on increasing or protecting habitat for particular species, such as endangered or threatened species, or for increasing or protecting habitat for a particular ecosystem, such as increasing habitat for pollinators. Funding for these programs could come from federal, state, nonprofits, or foundations.

Other Funding Sources

Foundations, nonprofit organizations, and private contributions, including landowners and corporate entities, will be sought for funding of plan implementation activities. Local foundations may fund education, civic engagement, and other local priority efforts. Several conservation organizations have robust programs and conservation efforts in Minnesota, such as The Nature Conservancy, the Audubon Society, and Minnesota Deer Hunters Association. These organizations acquire funding of their own and may have project dollars and technical assistance that can be leveraged. Finally, major cooperators and funding sources are private landowners who typically contribute 25% of project costs and may donate land, services, or equipment for projects or programs.

Collaborative Grants

The MRSCWP will develop grant applications and seek funding from various governmental and nongovernmental agencies based on the work plan. Individual entities will continue to submit grant applications for their existing programs and activities. However, grants that focus exclusively on implementing the activities of this Plan will be developed and submitted by the parties implementing the Plan.

Potential funding sources for implementing the Plan and the types of activities supported by each source are outlined in Table 6.4.

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Table 1.4 Potential Grant Funding Sources

Organization	Program/Fund Name	Type of Assistance	Form of Assistance	Programs			
				Conservation	Land Use Management	Monitoring, Data Acquisition, Studies	Education and Outreach
State Funding							
BWSR	Clean Water Fund	Financial	Grant	✓			
BWSR	RIM	Financial	Easement	✓			
BWSR	NRBG	Financial	Grant		✓	✓	✓
BWSR	SWCD Local Capacity Service Grants	Financial	Grant	✓	✓	✓	✓
BWSR	Erosion Control and Management Program	Financial	Grant	✓			
DNR	Conservation Partners Legacy	Financial	Grant	✓			
DNR	Aquatic Invasive Species Control	Financial/	Grant				
DNR	Forest Stewardship Program	Technical	Cost Share	✓			
DNR	Aquatic Management Area, Wildlife Management Area, Scientific and Natural Area	Financial	Fee Title Acquisition	✓			
DNR/Revenue	Sustainable Forest Incentive Act	Financial	Tax Incentive	✓			
MPCA	Clean Water Partnership	Financial	Grant	✓			
MPCA	State Revolving Fund	Financial	Loan	✓			
MPCA	Surface Water Assessment Grant (SWAG)	Financial	Grant			✓	
MDH	Source Water Protection Grant	Financial	Grant	✓			
MDH	Nitrate Testing	Technical	Monitoring			✓	
MDA	Ag BMP Loan Program	Financial	Loan	✓			
LSOHC	Outdoor Heritage Funds	Financial	Grant	✓			
LCCMR	Environmental Trust Fund	Financial	Grant	✓		✓	✓
Legislature	Bonding	Financial	Bond	✓			

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Table 1.4 Potential Grant Funding Sources

Organization	Program/Fund Name	Type of Assistance	Form of Assistance	Programs			
				Conservation	Land Use Management	Monitoring, Data Acquisition, Studies	Education and Outreach
Federal Funding							
FSA	Conservation Reserve Program (CRP)	Financial	Cost Share	✔			
FSA	Grassland Reserve Program	Financial	Cost Share	✔			
NRCS	Conservation Innovation Grant	Financial	Grant	✔		✔	✔
NRCS	EQIP	Financial	Cost Share	✔			
USGS	Stream Gaging Network	Technical	Monitoring			✔	
USACE	Planning Assistance	Technical	Planning			✔	
EPA	State Revolving Fund	Financial	Loan	✔			
Other Funding							
Ducks Unlimited		Financial/ Technical	Easement/ Cost Share	✔			
Trout Unlimited		Financial/ Technical	Easement/ Cost Share	✔			
The Nature Conservancy		Financial	Easement	✔			
Minnesota Land Trust		Financial	Easement	✔			



Chapter 07: References

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Appendix A: Committee Members



Committee Members

Table A.1 Planning Policy Committee Members

LGU	Status	Authorized Representative
Benton County	Primary	Scott Johnson
	Alternate	Ed Popp
Benton SWCD	Primary	Wade Bastian
	Alternate	Chuck Rau
Meeker County	Primary	Danny Schiefelbein
	Alternate	No alternate appointed
Meeker SWCD	Primary	Bob Schiefelbein
	Alternate	John Haffley
Mille Lacs SWCD	Primary	Dan Campbell
	Alternate	Robert Hoefert
Sherburne County	Primary	Barb Burandt/Andrew Hulse
	Alternate	Raeanne Danielowski
Sherburne SWCD	Primary	Shelly Binsfeld
	Alternate	Jason Selvog
Stearns County	Primary	Tarryl Clark
	Alternate	Leigh Lenzmeier
Stearns SWCD	Primary	Tom Gregory
	Alternate	Arlyn Lawrenz
Wright County	Primary	Mary Wetter/Tina Diedrick
	Alternate	No alternate appointed
Wright SWCD	Primary	Jeff Burns/Chris Uecker
	Alternate	Mike Zieska

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Table A.2 Steering Committee Members

Member Organization	Authorized Representative
Benton SWCD	Gerry Maciej
	Emily Forbord
Meeker County	Greg Schultz
Meeker SWCD	Joe Norman
Mille Lacs SWCD	Susan Shaw
	Willow Dean
Minnesota Board of Water & Soil Resources	Darren Mayers/Zach Guttormson
	Brad Wozney
Sherburne County	Lynn Waytashek
	Zach Guttormson/Marc Schneider
Sherburne SWCD	Dan Cibulka
	Francine Larson
Stearns County	Cole Loewen/Kyle Blazek
	Rebecca Schlorf
Stearns SWCD	Dennis Fuchs
	Kyle Weimann
	Stephanie Hatzenbihler
Wright County	Barry Rhineberger
Wright SWCD	Luke Johnson
	Alicia O'Hare

Table A.3 Citizen Advisory Committee Members

LGU	Authorized Representative
Benton County	Stephen Simones
	Brian Kaschmitter
Benton SWCD	Amy Robak-Bruce
	Jake Scherer
Meeker SWCD	Bruce Hall
Mille Lacs SWCD	Jim Beck
Sherburne County	Terrance Vander Eyk
	Cole Petroske
Sherburne SWCD	Scott Ruiter
	Nick Peterson
Stearns County	Elizabeth Leitch-Sell
	Lisa Vollbrecht
Stearns SWCD	Tom Janski
	Gwen Williams
Wright County	Kathy Jonsrud
	Mary Wetter
Wright SWCD	Chris Klein
	Mario Frucci

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Table A.4 Technical Advisory Committee Members

LGU	Authorized Representative
Benton SWCD	Gerry Maciej
	Emily Forbord
City of St. Cloud	Noah Czech
	Rocio Durkot
	Shanna Czeck
Meeker County	Greg Schultz
Meeker SWCD	Joe Norman
Mille Lacs SWCD	Susan Shaw
	Willow Dean
Sherburne County	Lynn Waytashek
	Zach Guttormson/Marc Schneider
Sherburne SWCD	Dan Cibulka
	Francine Larson
Stearns County	Cole Loewen/Kyle Blazek
	Rebecca Schlorf
Stearns SWCD	Dennis Fuchs
	Kyle Weimann
	Stephanie Hatzenbihler
Wright County	Barry Rhineberger
Wright SWCD	Luke Johnson
	Alicia O'Hare
Minnesota Board of Water & Soil Resources	Darren Mayers/Zach Guttormson
	Brad Wozney
Minnesota Department of Agriculture	Casey Field
	Margaret Wagner
Minnesota Department of Health	Chad Anderson
Minnesota Department of Natural Resources	Reid Northwick
Minnesota Pollution Control Agency	Phil Votruba
UDSA-NRCS	Chris Hogge
USFWS	Steve Karel
	Cody Carlstrom
The Nature Conservancy	Todd Holman
Consultants	**Name**
ISG	Julie Blackburn, CFM
	Jacob Rischmiller, PE
	Sarah Boser
	Paul Marston, CFM



Appendix B: Official Comment Letters



Official Comment Letters

INTRODUCTION

Prior to the development of the plan, notification was sent to the plan review authorities to submit formal comment letters on priority issues and plan exceptions. Review authorities were provided 60 days to comment.

Comments were received from the following stakeholders:

- Minnesota Board of Water and Soil Resources (BWSR) - December 22, 2022
- Minnesota Department of Agriculture (MDA) - January 25, 2023
- Minnesota Department of Health (MDH) - January 27, 2023
- Minnesota Department of Natural Resources (DNR) - January 26, 2023
- Minnesota Pollution Control Agency (MPCA) - January 13, 2023
- Sherburne Soil and Water Conservation District (SWCD) - January 12, 2023
- Clearwater River Watershed District - January 31, 2023
- Wright County Water Task Force - January 11, 2023

Minnesota Board of Water and Soil Resources (BWSR) December 22, 2022

BOARD OF WATER AND SOIL RESOURCES

Darren Mayers and Brad Wozney
110 Second Street South, Suite 307
Waite Park, MN 56387

December 20, 2022

Mississippi River St. Cloud One Watershed One Plan Partnership
Dan Cibulka
Mississippi River St. Cloud 1w1P Project Coordinator
425 Jackson Ave NW
Elk River, MN 55330

Dear Dan,

Thank you for providing the opportunity to provide priority issues and plan expectations for the development of the Mississippi River St. Cloud comprehensive watershed management plan under Minnesota Statutes section 103B.801.

The Board of Water and Soil Resources (BWSR) has the following overarching expectations for the plan:

Process

The planning process must follow the requirements outlined in the *One Watershed, One Plan Operating Procedures version 2.1,* adopted by the BWSR Board on March 24, 2021, available on the BWSR website: Plan Content Requirements 2.1. More specifically, the planning process must:

- Involve a broad range of stakeholders to ensure an integrated approach to watershed management.
- Reassess the agreement established for planning purposes when finalizing the implementation schedule and programs in the plan, in consultation with the Minnesota Counties Intergovernmental Trust and/or legal counsel of the participating organizations, to ensure implementation can occur efficiently and with minimized risk. This step is critical if the plan proposes to share services and/or submit joint grant applications.

Plan Content

The plan must meet the requirements outlined in *One Watershed, One Plan – Plan Content Requirements version 2.1,* adopted by the BWSR Board on March 24, 2021, available on the BWSR website: Plan Content Requirements 2.1. More specifically, the plan must have:

- A thorough analysis of issues, using available science and data, in the selection of priority waterbodies, resource concerns, and areas.

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- Sufficient measurable goals to indicate an intended pace of progress for addressing the priority issues.
- A targeted and comprehensive implementation schedule, sufficient for meeting the identified goals.
- A thorough description of the programs and activities required to administer, coordinate, and implement the actions in the schedule, including work planning (i.e. shared services, collaborative grant-making, decision making as a watershed group and not separate entities) and evaluation.

BWSR has the following specific priority issues:

- **Soil and Water Conservation Ethic** – The majority of land within the MRSC Watershed is privately owned and the daily land management decisions of these thousands of landowners across the watershed will influence water quality and quantity. There is not a uniformly agreed upon ethical framework among landowners within the watershed within which these land use decisions are made. Without the development of a consensus on a soil and water conservation ethical standard, individuals will have no benchmark against which to frame their land management decisions. With the MRSC 1W1P planning partnership consisting of representatives from the counties and conservation districts, the One Watershed One Plan process provides the opportunity for the elected leaders within their communities to develop and promote a soil and water conservation ethic that will ensure the continued sound management of the watershed's soil and water resources. We encourage the policy committee members to create a sound watershed ethical framework in which LGU elected officials recognize and empower the watershed residents to make decisions that allow for the individual and community management of locally important water resources and other features of the environment.
- **Population Growth** – The MN Department of Transportation predicts that central Minnesota will be the region that sees the fastest population growth in the state. These new residents will put pressure on the region's soil and water resources by increasing: parcelization for residential housing, demand for recreation, water consumption for domestic and commercial uses, and ultimately affect overall quality of life. Many of the counties have identified preserving the agricultural nature of the landscape as important components of their county comprehensive plans. Balancing the needs of the new residents with the capacity of the local soil and water resources, both surface and ground water, will be an important feature in maintaining and improving the region's resources.
- **Urban Stormwater** – Analyze the level of impact urban stormwater has on the priority natural resources identified during the planning process and address the issue accordingly.
- **Soil Health** – Soil that functions at its optimum biological potential provides many ecological benefits including holding nutrients, filtering and storing water, fixing carbon, and maintaining stability through severe weather events. Properly managing soils to achieve their biological potential is a critical component throughout all of the landscapes within the MSRC watershed including residential and heavily urbanized areas. The MRSC One Watershed One Plan partnership should strive to increase the biological capability of underperforming soils while protecting those soils that are at their optimum potential
- **Altered Hydrology** –Land use changes and drainage via tiling and channel modification/realignment has altered the speed, timing, and intensity with which water moves through the landscape. This change in flow patterns can result in higher peak flows and reduced baseflow that can destabilize channels, increase erosion rates, and damage wildlife habitat. The partnership should seek to stabilize flow

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regimes and mitigate the damage from areas in which land use and land management changes have significantly altered the historic hydrology.

- **Local Controls** – One of the best ways for ensuring high quality water and the protection of local natural resources is to ensure these resources do not become impaired in the first place. While financial incentives and activities are useful for restoring a system after it has been degraded, local controls provide an important check on unwise land uses and development. With development and land use conversion being a significant potential risk to water resources in the southern half of the watershed, effective local land use controls are an important tool in water quality protection. The Mississippi River – St. Cloud planning partnership should seek to ensure that current and future land use controls are effectively implemented in such a way as to balance growth needs with water quality and natural resource protection.
- **Intergovernmental Partnerships** – There are a diverse set of landowners within the watershed. While the majority of landowners are private citizens, land is also owned by the federal government, state, counties, and municipalities within each county. During the plan development process, it will be important to be as inclusive as possible to ensure that all landowners understand the value of the MRSC One Watershed One Plan and participate as a valued entity in the planning and implementation phases of the process. In order to be fully inclusive, the planning partnership and/or consultant should consider a suite of outreach and communication strategies to maximize the ability of partners to provide input, clarify their ability to participate and roles in watershed management, and incorporate the comprehensive watershed management plan's implementation activity into their own local governing processes.
- **WRAPS** - The plan priorities should balance protection waters, impaired waters, and high value resources using the WRAPS report. For a number of the waterbodies, sufficient water quality data has not been collected to determine trends and that should be acknowledged in the plan.

  The plan should build off of the planning efforts of the second cycle Mississippi River - St. Cloud Watershed Restoration and Protection Strategies (WRAPS). In particular, planning partners should revisit the prioritization of areas for implementation efforts associated with nutrient and sediment loading to surface waters and that would produce multiple benefits.
- **Drinking Water** – With the MRSC being in the heart of the Anoka Sand Plain, the plan should use findings of the Township Well Testing Program, aquifer vulnerability maps/resources, other monitoring efforts, and the yet-to-be-completed interagency GRAPS report to inform discussions of priority issues and goals related to local groundwater and drinking water. The plan should also consider any Level 1 and 2 areas from the Groundwater Protection Rule. The plan should acknowledge the various drinking water sources of the public water suppliers including St. Cloud using the Mississippi River as its source.
- **Landscape Stewardship Plan** – Planning partners should consider incorporating the priority forestry protection areas into the plan as appropriate. Landscape Stewardship Plans include prioritized, targeted and measurable parcel-based data to determine where forested lands should be protected, enhanced, or reforested/restored.
- **The Nonpoint Priority Funding Plan** (NPFP) – The NPFP outlines a criteria-based process to prioritize Clean Water Fund investments. Planning partners intending to pursue Clean Water Fund dollars are strongly encouraged to consider the high-level state priorities, keys to implementation, and criteria for

evaluating proposed activities in the NPFP. In particular, efforts to protect or restore surface waters that are close to the state water quality standards and efforts to protect drinking water sources should be considered a priority.

- **Drainage** - The drainage authorities within the planning boundary should be included as stakeholders throughout the plan development process. Additionally, the planning partners are strongly encouraged to include projects and activities consistent with multipurpose drainage management criteria outlined in Minnesota Statutes §103E.011, Subd. 1a and §103E.015, Subd. 1.
- **Wetlands** – The state has developed a compensation planning framework (CPF) document to be used to select, secure and implement mitigation activities. The plan should consider protection of high quality wetlands as well as restoring drained and degraded wetlands, given their valuable ecosystem functions.
- **Conservation Easements** - The state offers multiple Easement programs within the watershed. Easements play an important role in our landscape by providing important ecological functions, recreational uses, and a natural heritage to pass on to the future generations. Planning partners should consider incorporating the priority areas for easement consideration into the plan as appropriate.
- **Landscape Resiliency and Climate Adaption** – BWSR strongly encourages your planning partnership to consider the potential for more extreme weather events and their implications for the water and land resources of the watershed in the analysis and prioritization of issues.
- **Public Land Management** – Within the Mississippi River – St. Cloud Watershed, there are fairly extensive holdings of public lands including the refuge, state forests and parks, county parks, and city parks. Multiple benefits can be achieved with increasing and improving habitat corridors in the watershed. In addition, there are many public access points to the watershed's lakes and rivers. Balancing access and enjoyment with natural resource protection will be an important consideration as this region is likely to see ever increasing interest in recreational development. Therefore, it will be critically important to ensure there is good communication between the planning partnership and the managing entities to ensure the valuable recreational and public lands are not loved to degradation.
- **Mississippi River** – The Mississippi River is a significant resource in the planning area. Whether or not the river becomes a priority resource in the plan, we expect the plan to describe the connection to the river in context with the implementation framework.

We commend the partners for their participation in the planning effort. We look forward to working with you through the rest of the plan development process. If you have any questions, please feel free to contact Darren Mayers at 218-290-8384 or darren.mayers@state.mn.us.

Sincerely,

Darren Mayers

Board Conservationist

cc: Mississippi River – St. Cloud 1W1P Planning Work Group (via email)

Reid Northwick, DNR (via email)
Dan Lais, DNR (via email)
Barbara Weisman, DNR (via email)
Casey Field, MDA (via email)
Margaret Wagner, MDA (via email)
Chad Anderson, MDH (via email)
Carrie Raber, MDH (via email)
Erik Dahl, EQB (via email)
Phil Votruba, PCA (via email)
Jeff Risberg, PCA (via email)
Brad Wozney, CWS-BWSR (via email)
Julie Westerlund, 1W1P Coordinator (via email)
Marcey Westrick, Regional Supervisor, BWSR (via email)

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Minnesota Department of Agriculture (MDA)
January 25, 2023

DEPARTMENT OF AGRICULTURE

January 25, 2023

Sherburne & Benton SWCD
c/o Dan Cibulka
425 Jackson Ave NW
Elk River, MN 55330
dcibulka@sherburneswcd.org

Dear Mr. Cibulka

Thank you for the opportunity to provide priority issues for consideration in the development of the Redeye River One Watershed One Plan (1W1P). The Minnesota Department of Agriculture (MDA) looks forward to working with local government units, stakeholders, and other agency partners in the planning process, as well as to help provide technical information to appropriate landowners and agricultural organizations in the watershed.

One of the MDA's roles, related to the 1W1P process, is technical assistance. The MDA maintains a variety of water quality programs including research, on-farm demonstrations, and groundwater and surface water monitoring. Our goal is to provide you with data from the programs to help understand the resource concerns and further engage the agricultural community in local problem solving.

The MDA's research and on-farm demonstration projects help ensure that current scientific information is made available to help address water quality concerns to support farmer-led discussion and peer-to-peer learning. Engaging farmers and crop advisers in a trusted relationship is essential for making on–farm decisions.

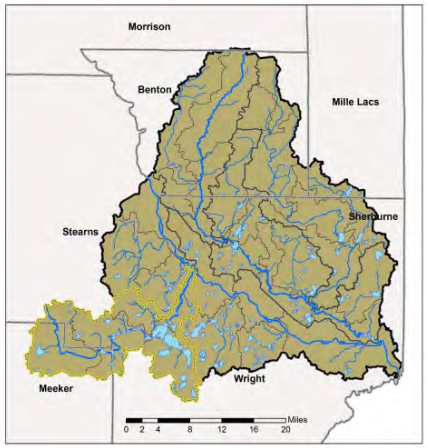
Minnesota Department of Agriculture Priority Concerns

Nitrates and pesticides in groundwater are the priority resource concern for the MDA in this watershed. To address this concern, the MDA works closely with local and state partners to monitor the resources, engage the agricultural community, support on-farm demonstrations, and promote practices to reduce impacts to this resource. The following is a list of pertinent activities, datasets, resources, and programs that the MDA has supported in this watershed to address these concerns.

Minnesota Department of Agriculture (MDA)
January 25, 2023

DEPARTMENT OF AGRICULTURE

The MDA priorities for implementation in this watershed include education, outreach and demonstration activities focused on nutrient (nitrogen) and irrigation management on agricultural lands. Engaging farmers, crop advisors, and the local agricultural industry is crucial to both identifying and implementing management changes to address water quality impacts from agriculture. Agricultural workshops, field days, producer meetings, and on-farm trials focused on innovative solutions to water quality challenges can be effective tools to accomplish this. Agricultural stakeholders already have a vested interest in protection of the soil and water resources that they farm and live with. A collaborative and proactive approach provides these stakeholders with the opportunity to demonstrate the positive things they are doing and lead the discussion toward management changes that can further protect our water resources.



We look forward to continuing to work with the 1W1P advisory team to discuss how these priorities may fit into the Plan. Please consider these activities and resources in the 1W1P development process for the Mississippi River St. Cloud.

Nitrogen Fertilizer Management Plan (NFMP)

The NFMP is the state's blueprint for preventing or minimizing the impacts of nitrogen fertilizer on groundwater. The original plan was developed in 1990 and recently was updates in March 2015. The Nitrogen Fertilizer Management Plan is available at: www.mda.state.mn.us/nfmp The primary goal of the NFMP is to involve local farmers and agronomists in problem-solving to address elevated levels of nitrate in groundwater. As part of the NFMP, the MDA designed the Township Testing Program (TTP) to determine current nitrate-nitrogen concentrations in private wells within areas that are vulnerable to groundwater contamination.

Groundwater Protection Rule (GPR)

The GPR minimizes potential sources of nitrate pollution to the state's groundwater and protects our drinking water. The rule restricts the application of commercial nitrogen fertilizer in the fall and on frozen soils in areas vulnerable to contamination (part 1), and it outlines steps

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to reduce the severity of the problem in areas where nitrate in public water supply wells is already elevated (part 2).

The part 1 Fall nitrogen use restrictions exist in areas with vulnerable groundwater and within in protection areas around municipal public well with high nitrate. Vulnerable groundwater areas are determined by coarse textured soils, shallow bedrock, or karst geology and are designated by quarter sections or government lot. An entire quarter section or government lot is included if 50% or more of the area is considered vulnerable.

These restrictions begin September 1st of each year. An interactive map to review where these restrictions are in place is available at www.mda.state.mn.us/vulnerableareamap. Each year updates to this fall restrictions map are posted in January.

Part 2 of the rule is structured using a sliding scale of voluntary and regulatory actions based on the concentration of nitrate in the well and the use of the BMPs. The MDA will form a local advisory team with farmers, agronomists and other community members. This team will be involved in reviewing, considering and advising the MDA on appropriate practices or requirements to reduce nitrate in the drinking water supply management area (DWSMA). Computer modeling of nitrogen loss below cropland and monitoring of groundwater nitrogen levels will also be considered in this process. Based on this information, the MDA will develop a list of best management practices (BMPs) and alternative management tools (AMTs) to protect drinking water in the public wells.

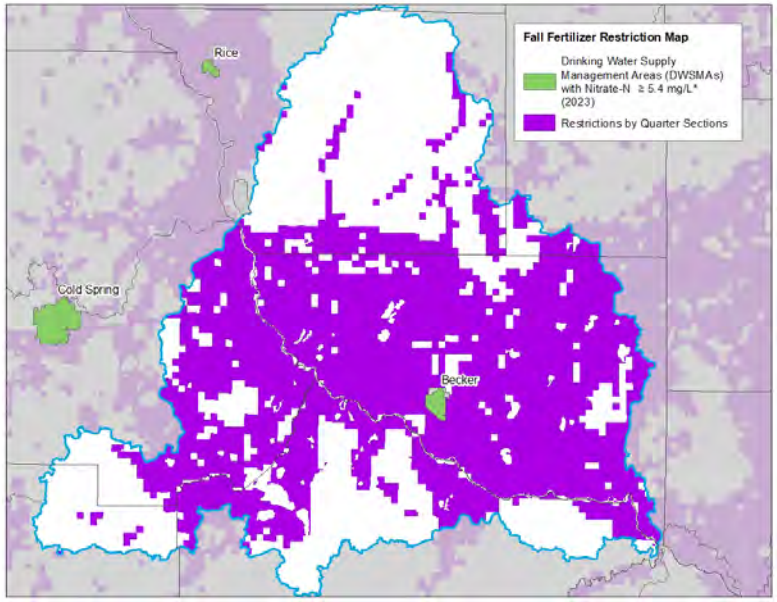
There are four mitigation levels used to determine voluntary and regulatory actions, two voluntary levels and two regulatory levels. All areas will begin at a voluntary level and move to regulation only if BMPs are not adopted or if nitrate contamination in the groundwater increases. Information on the DWMSA mitigation levels determined is available at www.mda.state.mn.us/mitigation-level-determination. Each year updates to DWSMA mitigation levels are posted in January.

Financial and technical support for landowner adoption of the BMPs and AMTs that the MDA defines within each DWMSA will be needed from local partners and other state agencies to accomplish the goal of protecting the community drinking water supply.
Additional information on the Groundwater Protection Rule is available at www.mda.state.mn/nfr.

Minnesota Department of Agriculture (MDA)
January 25, 2023

DEPARTMENT OF AGRICULTURE

Fall Nitrogen Use Restriction Area



Township Testing- Private Well Nitrate Testing

The MDA has identified townships throughout the state that are vulnerable to groundwater contamination and have significant row crop production. Four counties (Benton, Sherburne, Stearns and Wright) had townships in the Township Testing Program (TTP) in this watershed. Each selected township was offered testing in two steps, the 'initial' sampling, and the 'follow-up' sampling. In the initial sampling, all township homeowners using private wells received a nitrate test kit. If the initial sample detected nitrate, the homeowner was offered follow-up tests for nitrate and pesticides and a well site visit. Trained MDA staff visited willing homeowners to resample the well and then conducted a site assessment. The site assessment identified possible non-fertilizer sources of nitrate and assessed the condition of the well. A well with construction problems may be more susceptible to contamination.

Two datasets, 'Initial' and 'Final', are used to evaluate nitrate in the private wells in this program. The initial dataset represents private wells drinking water regardless of the potential source of nitrate. The final dataset was informed through an assessment process to evaluate

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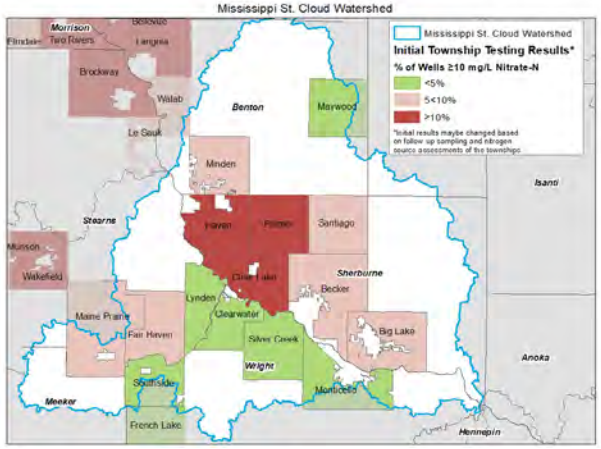
DEPARTMENT OF AGRICULTURE

each well. In the assessment, wells that had nitrate results over 5 mg/L were removed from the final dataset if a potential non-fertilizer source or well problem was identified, there was insufficient information on the construction or condition of the well, or for other reasons which are outlined in the full report. The final dataset represents wells with nitrate attributed to the use of fertilizer.

In the initial results map below, 15 townships were tested for nitrate in the watershed. Three townships had 10% or more of wells at or over 10 mg/L of nitrate. Six townships had 5<10% of wells at or over 10 mg/L of nitrate and another 6 townships had less than 5% of wells over 10 mg/L of nitrate. A total of 4,093 wells were tested in the township and 277 well were over 10 mg/L of nitrate.

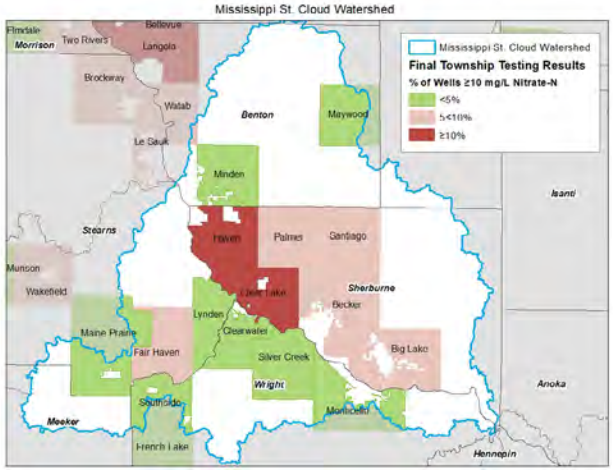
In the final results map below, two townships had 10% or more of wells at or over 10 mg/L of nitrate. Five townships had 5<10% of wells at or over 10 mg/L of nitrate, while Eight townships had less than 5% of wells over 10 mg/L of nitrate. In the final data set for these townships, a total of 3,935 wells remained and 196 were at or over 10 mg/L. Detailed sampling results are available at Township (Nitrate) Testing Program (http://www.mda.state.mn.us/townshiptesting).

Note: Watab and French Lake townships were not included in the analysis, since such a small portion of each are in the watershed.



This map (above) displays the Initial Township Testing Program results. Initial results represent private well drinking water regardless of nitrate source.

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This map (above) displays the Final Township Testing Program results. The final dataset represents wells with nitrate attributed to the use of fertilizer.

Minnesota Department of Agriculture Pesticide Water Quality Monitoring

The Minnesota Department of Agriculture (MDA) has been conducting pesticide monitoring in ground water since 1985, and in surface waters since 1991. Annually, the MDA completes approximately 250 sample collection events from ground water and 800 sample collection events from rivers, streams, and lakes across the state. In general, the MDA collects water samples from agriculture and urban areas of Minnesota and analyzes water for up to approximately 180 different pesticide compounds that are widely used and/or pose the greatest risk to water resources. Groundwater monitoring is conducted by MDA and Minnesota Pollution Control Agency staff. Surface water monitoring is conducted by the MDA and a variety of cooperators. All monitoring is completed following annual work plans and standard operating procedures (SOP's) developed by the MDA.

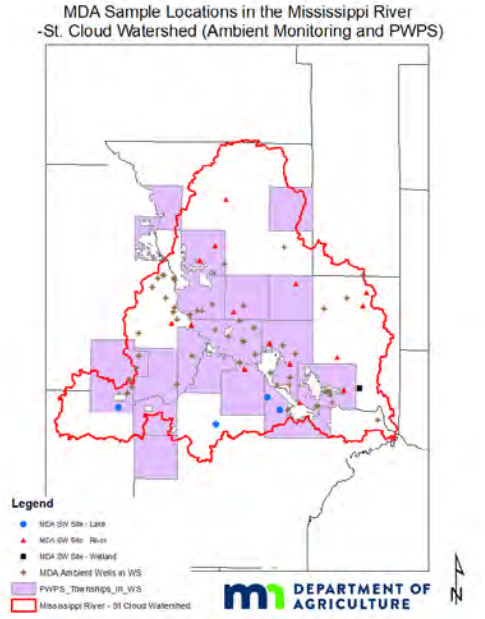
The purpose of the MDA's pesticide monitoring program is to determine the presence and concentration of pesticides in Minnesota waters, and present long-term trend analysis. Trend analysis requires a long-term investments in monitoring within the MDA's established networks. The MDA releases an annual water quality monitoring report that includes all pesticide water quality data and long term trends available at www.mda.state.mn.us/monitoring. The MDA will continue to conduct statewide pesticide monitoring in the future and will provide additional information related to the occurrence of pesticides in Minnesota waters.

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The MDA began evaluating pesticide presence and magnitude in private residential drinking water wells as part of the Private Well Pesticide Sampling (PWPS) Project in 2014 as a companion program to the MDA Township Testing Program (TTP). Townships in different counties were sampled every year with for the PWPS project. The initial project concluded in June 2021, but ongoing sampling in select counties continues. Townships in the PWPS Project depend on the participation of well owners and may not reflect all the townships sampled in the TTP. Water samples were collected by trained MDA hydrologists and analyzed by a private contract lab for compounds similar to the MDA ambient water quality monitoring program. All monitoring is completed following annual work plans and standard operating procedures (SOP's) developed by the MDA. Results of the PWPS sampling can be found at the MDA's website for the PWPS Project at www.mda.state.mn.us/pesticide-fertilizer/private-well-pesticide-sampling-project.

The figure below presents the locations of the MDA's groundwater and surface water monitoring locations and the PWPS townships that were sampled.



Minnesota Department of Agriculture (MDA)
January 25, 2023

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Groundwater

Ambient Monitoring Results

The MDA has sampled 32 sites within the watershed but currently samples five sites.

Historical Monitoring

The 32 sites which are not currently sampled were either MN DNR observation wells, USGS monitoring wells, or domestic wells. Some of these sites were sampled once and others were sampled several times before they were removed from the network.
The five domestic sites were sampled once in 1988 for atrazine and nitrate. Atrazine was not detected. Nitrate concentrations ranged from < 0.5 to 7.5 mg/L.
The other 27 sites were sampled between 1985 through 1996. Atrazine concentrations ranged from not detected to 42,400 ng/L. The site with the elevated atrazine was sampled from 1986 through 1995. Atrazine concentrations at the site decreased over that time and by 1995, the concentrations ranged from 25 to 160 ng/L, below the human health reference values. The site was a DNR observation well which was sealed in 2010.
Nitrate-nitrite (nitrate) concentrations from the 27 sites ranged from < 0.5 to 86.8 mg/L. The health risk limit (HRL) for nitrate is 10 mg/L.

Current Monitoring

The five sites that the MDA currently samples within this watershed has been sampled annually or semiannually since 2000.
Twenty six different pesticides or pesticide breakdown products (or degradates) have been detected in the well. None have exceeded human health reference values.
Nitrate-nitrite (nitrate) concentrations range from 0.86 to 54.2 mg/L. The health risk limit (HRL) for nitrate is 10 mg/L.
Monitoring of the MDA's site in the watershed is expected to continue into the future.

PWPS Project Results

As part of the PWPS Project, wells in three townships in Benton County, in six townships in Sherburne County, four townships in Stearns County, and five townships in Wright County that lie within or on the border of the watershed were sampled for approximately 130 pesticide compounds between 2016 to 2020. The chemistry data is available for the wells; however, due to privacy rules, the well locations cannot be shared.
The county, the year it was sampled, number of wells, and the number of townships that were sampled are listed below:

- Benton (2017, 2020) – 125 wells in three townships
- Sherburne (2016, 2019, 2020) – 309 wells in six townships
- Stearns (2016, 2020) – 86 wells in four townships
- Wright (2019, 2020) – 180 wells in five townships

The number of pesticides or pesticides degradates that were detected in wells in each county is listed below:

- Benton – 30

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- Sherburne – 36
- Stearns – 21
- Wright – 31

None of the wells in Benton or Stearns Counties had a concentration that exceeded an established human health reference value for the compounds. There was one well in Sherburne County that had an exceedance of the reference value for diuron in 2016, and there were two wells in Wright County that had an exceedance of the reference value for total cyanazine in 2019.

Nitrate concentrations within the townships tested ranged from <0.05 to 39 mg/L. The HRL for nitrate is 10 mg/L. The list below presents the number of wells in each county that had a nitrate concentration that exceeded the nitrate health reference value.

- Benton – 17
- Sherburne – 73
- Stearns – 15
- Wright – 10

The MDA performed follow-up sampling for atrazine and cyanazine degradates in Minden Township in Benton County in 2022, due to those compounds not previously being a part of the analysis during sampling in 2017. This data is still being reviewed and is not yet available for release. Then, the MDA will be performing follow-up sampling for atrazine and cyanazine degradates in Big Lake Township in Sherburne County in 2023, due to those compounds not previously being a part of the analysis during sampling in 2016.

Surface Water

Rivers and Streams

The MDA has completed 38 pesticide water quality sample collection events from 15 river and stream locations from 1991 through 2011. Two locations were sampled 12 times each from1991 through 2003 or from 2005 through 2007. The other 13 locations were sampled once or twice from 2007 through 2011.

No pesticide was detected in any sample above 50% of the lowest applicable surface water reference value (state standard or United States Environmental Protection Agency (USEPA) aquatic life benchmark).

Lakes

The MDA completed 4 pesticide water quality sample collection events from 4 lake locations in 2017. Detections were primarily limited to breakdown products of commonly used herbicides. All detections were low relative to the lowest applicable surface water reference value (state standard or USEPA aquatic life benchmark).

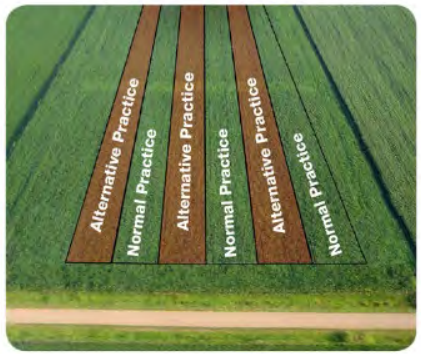
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Wetland

The MDA completed wetland monitoring at 1 wetland in 2016. A low level detection of a widely used herbicide was the only pesticide detection, and the detection was low relative to the lowest applicable surface water reference value (USEPA aquatic life benchmark).

Nutrient Management Initiative (NMI)

The NMI assists crop advisers and farmers in evaluating nutrient management practices on their own fields utilizing of on-farm trials. This is a great opportunity to promote and compare new strategies that are available that could improve fertilizer use efficiency, as well as to help open the door to include local cooperators in the water quality discussion. In addition, advanced trials with the University of Minnesota researchers help guide nitrogen rate recommendations.



Over the last 5 years, 444 on-farm trials have been completed across MN where crop advisers worked directly with their farmers and focused on new strategies that evaluated nitrogen rates, fertilizer placement, stabilizer products, cover crop, tillage, as well as precision agriculture and technology based trials.

More information on this program is available at: www.mda.state.mn.us/nmi

For reference, the University of Minnesota nutrient management recommendations for agronomic crops grow in MN can be found here: https://extension.umn.edu/nutrient-management/crop-specific-needs

Minnesota Agricultural Water Quality Certification Program (MAWQCP)

The MAWQCP is a voluntary opportunity for farmers and agricultural landowners to take the lead in implementing conservation practices that protect water quality. Participants that implement and maintain approved farm management practices will be certified and in turn obtain regulatory certainty for a period of ten years. This is a planning program that should be included in the 1W1P because it is an opportunity for agricultural producers to evaluate nutrient and field management practices within the watershed to help reduce losses.

Currently within the Mississippi-St. Cloud watershed, there are 31 certified producers farming 21,068 acres. These producers have adopted variety of new practices which includes 5,342

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acres of new cover crops. These practices annually deliver a 4,658-ton reduction in TSS, save 5,468 tons of soil and keep 3,070lbs of phosphorus out of receiving waters.

Through this program there is funding available to assist producers in implementing practices through our MAWQCP FA grant that provides 75% cost share up to $5,000 as well as through RCPP-LM from our NRCS partners which is similar to EQIP but is designated for producers that are either certified or working towards certification.

Additional information on the MAWQCP is available at: www.mda.state.mn.us/awqcp.

The AgBMP Loan Program
www.mda.state.mn.us/agbmploans

The AgBMP Loan Program is a water quality program that provides low interest loans to farmers, rural landowners, and agriculture supply businesses. The purpose is to encourage agricultural best management practices that prevent or reduce runoff from feedlots, farm fields, and other pollution problems identified by the county in local water plans. In addition, these loans are available to help finance repairs, replacement wells, or water treatment equipment to provide safe drinking water to rural residents who have water quality issues.

Thank you again for the opportunity to provide background and relevant information as we look forward to being involved in the 1W1P process.

Sincerely,

Casey Field

Casey Field | Soil Scientist
Minnesota Department of Agriculture
Pesticide & Fertilizer Management Division
3725 12th St N
St. Cloud, MN 56303
C: 320-406-4958
Casey.Field@state.mn.us

Minnesota Department of Health (MDH)
January 27, 2023

DEPARTMENT OF HEALTH

Protecting, Maintaining and Improving the Health of All Minnesotans

January 27, 2023

Daniel Cibulka
Mississippi River-St. Cloud 1W1P Project Coordinator
425 Jackson Ave NW
Elk River, MN 55330

Dear Mr. Cibulka:

Subject: Initial Comment Letter – Mississippi River-St. Cloud One Watershed One Plan Project

Thank you for the opportunity to submit comments regarding water management issues for consideration in the One Watershed One Plan (1W1P) planning process for the Mississippi River-St. Cloud. Our agency looks forward to working closely with the local government units, stakeholders, and other agency partners on this watershed planning initiative.

The Minnesota Department of Health's (MDH) mission is to protect, maintain, and improve the health of all Minnesotans. An important aspect to protecting citizens health is the protection of drinking water sources. MDH is the agency responsible for implementing programs under the federal Safe Drinking Water Act (SDWA).

Source Water Protection (SWP) is the framework MDH uses to protect drinking water sources. The broad goal of SWP in Minnesota is to protect and prevent contamination of public and private sources of groundwater and surface water sources of drinking water using best management practices and local planning. Core MDH programs relevant to watershed planning are the State Well Code (MR 4725), Wellhead Protection (MR 4720) and surface water / intake protection planning resulting in a strong focus in groundwater management and protecting drinking water sources.

One of the three high level state priorities in Minnesota's Nonpoint Priority Funding Plan is to "Restore and protect water resources for public use and public health, including drinking water" which aligns with our agency's mission and recommendations to your planning process.

MDH Priority Concerns:

Prioritize Drinking Water Supply Management Areas (DWSMA) in the Mississippi River-St. Cloud Watershed 1W1P.

DWSMA boundaries establish a protection area through an extensive evaluation that determines the contribution area of a public water supply well, aquifer vulnerability and provide an opportunity to prioritize specific geographic areas for drinking water protection purposes. DWSMA boundaries that extend beyond city jurisdictional limits or are established in Wellhead Protection (WHP) Action Plans for nonmunicipal public water supplies, like mobile home parks, can be a special focus for local partners prioritizing drinking water protection activities.

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Four of the public water suppliers within the Mississippi River-St. Cloud watershed (Sauk Rapids, Rockville, Becker and Eden Valley) have DWSMAs with surface water contribution areas, meaning that water is exchanged between surface water bodies and the groundwater aquifers. These conditions can create pathways for contaminants in surface water to enter groundwater.

Aquifer vulnerability determines the level of management required to protect a drinking water supply and provides an opportunity to target implementation practices in accordance with the level of risk different land uses pose. The attached Public Water Supply Summary Spreadsheet highlights the primary drinking water protection activities for many DWSMAs in the watershed.

Water quality sampling has shown that seven DWSMAs within the watershed have experienced elevated chloride levels in recent years. Water chemistry data suggests that these levels indicate impacts by land use activities, including the application of road salts, stormwater, septic systems, or agricultural activities.

Prioritize Sealing Abandoned Wells

Unused, unsealed wells can provide a conduit for contaminants from the land surface to reach the sources of drinking water. This activity is particularly important for abandoned wells that penetrate a confining layer above a source aquifer.

Sealing wells is a central practice in protecting groundwater quality, however when resource dollars are limited it is important to evaluate private well density to identify the populations most at risk from a contaminated aquifer.

Prioritize Protection of Private Wells

There are 18,402 private wells with known locations spread throughout the Mississippi River St. Cloud watershed, underscoring the fact that many residents of the watershed rely on a private well for the water they drink. However, no public entity is responsible for water testing or management of a private well after drilling is completed. Local governments are best equipped to assist private landowners through land use management and ordinance development, which can have the greatest impact on protecting private wells. Other suggested activities to protect private wells include: hosting well testing or screening clinics, providing water testing kits, working with landowners to better manage nutrient loss, promoting household hazardous waste collection, managing storm water runoff, managing septic systems, and providing best practices information to private well owners.

Approximately 2.1% of the 13,112 samples collected for nitrate concentrations have levels higher than the Safe Drinking Water Act (SDWA) standard of 10 miligrams per liter (mg/L). High nitrate levels in the watershed tend to occur in shallower wells with a greater risk to contamination, with 5.0% of total samples collected in wells less than 50 feet in depth exceeding 10mg/L and 17.9% excceding 3mg/L. Consumption of water with high nitrate levels can affect how blood carries oxygen and can cause methemoglobinemia (also known as blue baby syndrome). Bottle-fed babies under six months old are at the highest risk of getting methemoglobinemia. Methemoglobinemia can cause skin to turn a bluish color and can result in serious illness or death. Other symptoms connected to methemoglobinemia include decreased blood pressure, increased heart rate, headaches, stomach cramps, and vomiting.

While approximately 6.4 % of the 1,602 arsenic samples collected from wells in the the Mississippi River-St. Cloud Watershed have levels of arsenic higher than the SDWA standard of 10 micrograms per liter (µg/L), 20.5 % of the wells sampled tested greater than 5µg/L. Arsenic occurs naturally in rocks and soil

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and can dissolve into groundwater. Consuming water with low levels of arsenic over a long time (chronic exposure) is associated with diabetes and increased risk of cancers of the bladder, lungs, liver and other organs. While the SDWA standard for arsenic in drinking water is 10 µg/L, consuming water with arsenic at levels lower than the SDWA standard over many years can still increase the risk of cancer. The EPA has set a goal of 0 µg/L for arsenic in drinking water because there is no safe level of arsenic in drinking water.

Support the implementation of comprehensive source water protection plans for the public water supply systems using surface water within the Mississippi River-St. Cloud Watershed and in downstream communties.

Surface water-based drinking water systems are highly susceptible to potential contamination. Recognizing those surface water bodies that are sources of drinking water in the watershed is very important. The Emergency Response Area and Spill Management Area (Priority Area A) of the St. Cloud surface water system lies in the northwestern extreme of the Mississippi River-St. Cloud Watershed, and Priority Area B (outside the Emergency Response Area and Spill Management Area) of the Minneapolis and St. Paul surface water systems encompasses nearly 100% of the rest of the watershed. Nutrients, sediment, ammonia and contaminants of emerging concern are of primary importance to St. Cloud, Minneapolis and St. Paul. Watershed protection and improvement strategies are important in protecting the surface water supply; management activities to protect and improve drinking water sources should be prioritized.

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Targeting Groundwater & Drinking Water Activities in the 1W1P Planning Process

Limitation of Existing Tools –

Watershed models used for prioritizing and targeting implementation scenarios in the 1W1P, whether PTMapp, HSPF-Scenario Application Manager (SAM) or others, leverage GIS information and/or digital terrain analysis to determine where concentrated flow reaches surface water features. While this is an effective approach for targeting surface water contaminates, it does not transfer to groundwater concerns because it only accounts for the movement of water on the land's surface. Unfortunately, targeting tools are not currently available to model the impact on groundwater resources. The Minnesota Department of Health suggests using methodologies applied by the agency to prioritize and target implementation activities in the Source Water Protection program.

Using the Groundwater Restoration and Protection Strategies (GRAPS) Report –

The MDH, along with its state agency partners, are developing a Groundwater Restoration and Protection Strategies (GRAPS) report for the Mississippi River-St. Cloud Watershed. GRAPS will provide information and strategies on groundwater and drinking water supplies to help inform the local decision making process of the 1W1P. Information in a GRAPS Report can be used to identify risks to drinking water from different land uses. Knowing the risks to drinking water in a specific area allows targeting of specific activities.

- Prioritize Actions Identified in the Groundwater Restoration and Protection Strategies (GRAPS) report.

Using Wellhead Protection Plans –

- Identify Drinking Water Supply Management Areas (DWSMA) located in the watershed.
- Examine the vulnerability of the aquifer to contamination risk to determine the level of management required to protect groundwater quality. For example, a highly vulnerable setting requires many different types of land uses to be managed, whereas a low vulnerability setting focuses on a few land uses due to the long recharge time and protective geologic layer.
- Use the Management Strategies Table in a Wellhead Protection Plan to identify and prioritize action items for each DWSMA

Using Guidance Documents to Manage Specific Potential Contaminant Sources –

The MDH has developed several guidance documents to manage impacts to drinking water from specific potential contaminant sources. Topics include mining, stormwater, septic systems, feedlots, nitrates, and chemical and fuel storage tanks. This information is available at

https://www.health.state.mn.us/communities/environment/water/swp/resources.html

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Attached you will find a listing of MDH data and information to help you in the planning process. Thank you for the opportunity to be involved in your watershed planning process. If you have any questions, please feel free to contact me at (651) 201-5847 or Chad.R.Anderson@state.mn.us.

Sincerely,



Chad Anderson, Principal Planner
Minnesota Department of Health
Source Water Protection Unit
3333 W Division St
St. Cloud, MN, 56301

CC: Jenilynn Marchand, MDH Source Water Protection Unit
Gail Haglund, MDH Source Water Protection Unit
Carrie Raber, MDH Source Water Protection Unit
Dereck Richter, MDH Source Water Protection Unit
Steve Robertson, MDH Source Water Protection Unit
Darren Mayers, BWSR Board Conservationist
Brad Wozney, BWSR Clean Water Specialist
Reid Northwick, DNR Water Specialist
Phil Votruba, MPCA Watershed Project Manager
Casey Field, MDA Pesticide & Fertilizer Management

ADDITIONAL INFORMATION AND ATTACHMENTS:

I. MDH Data and Information
II. MDH Groundwater Information Maps/Figures
III. Mississippi River-St. Cloud Watershed Public Water Suppliers – Drinking Waters Protection Concerns for Quality & Quantity (spreadsheet)

MDH Data and information:

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- Drinking Water Statistics – Outside of those connected to the City of St. Cloud Public Water System, 100% of the residents of the Mississippi River-St. Cloud watershed obtain their drinking water from groundwater sources. This information can help you understand where people are obtaining their drinking water and develop implementation strategies to protect the sources of drinking water in the watershed.

- A spreadsheet of the public water supply systems in the watershed, status in wellhead protection planning, and any drinking water protection concerns or issues that have been identified in protection areas. This information can help you understand the drinking water protection issues in the watershed, prioritize areas for implementation activities, and identify potential multiple benefits for implementation activities.

    - Shape files of the Drinking Water Supply Management Areas (DWSMA) in the watershed are located at https://www.health.state.mn.us/communities/environment/water/swp/maps/index.htm. This information can help you prioritize and target implementation activities that protect drinking water sources for public water supplies.

MDH Figures:

- A figure detailing the "Pollution Sensitivity of Near-Surface Materials" in the Mississippi River-St. Cloud Watershed. This information can help you understand the ease with which recharge and contaminants from the ground surface may be transmitted into the upper most aquifer on a watershed scale. Individual wellhead protection areas provide this same information on a localized scale. This is turn can be used to prioritize areas and implementation activities.

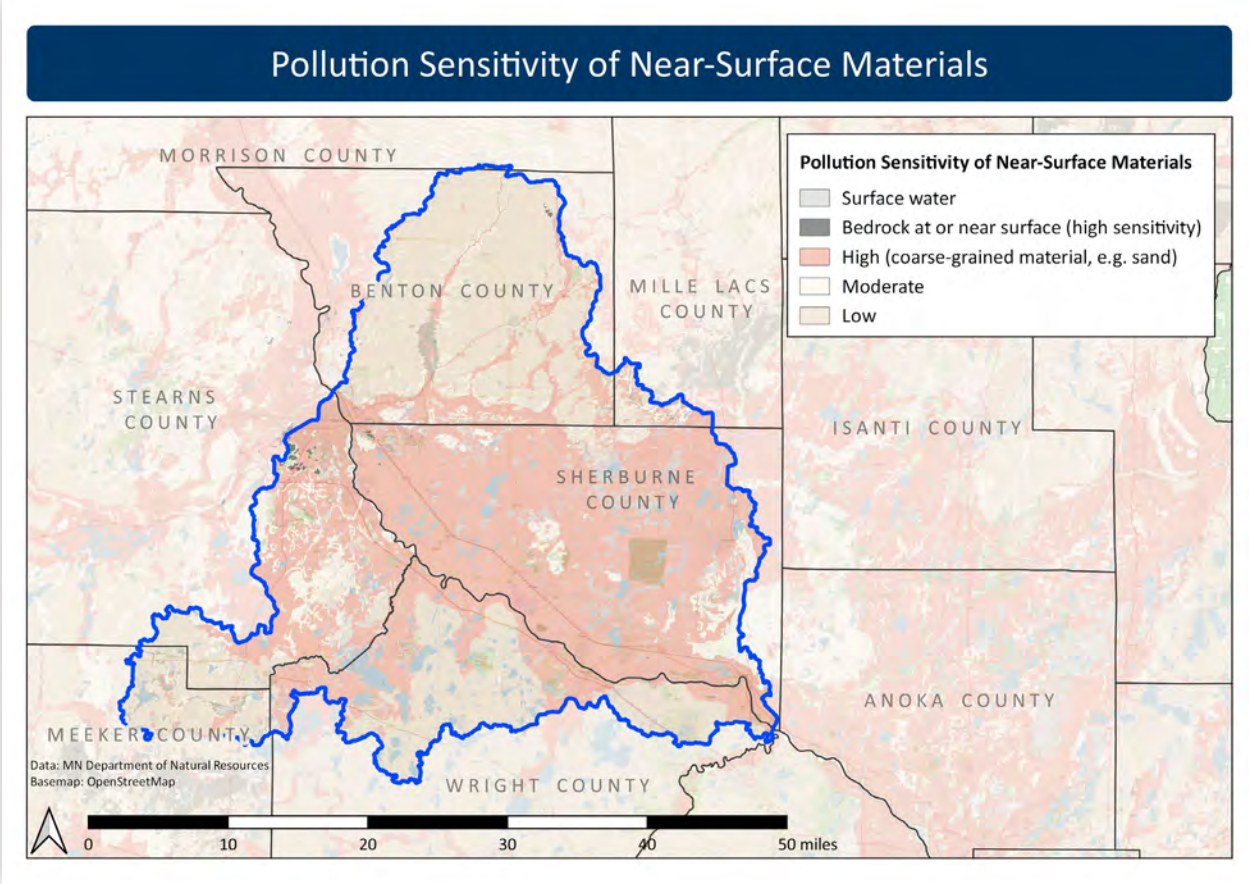
- A figure detailing "Pollution Sensitivity of Wells" in the Mississippi River-St. Cloud Watershed. This information can help you understand which wells in the watershed are most geologically sensitive based on the vulnerability of the aquifer in which the well is completed. This information allows for targeting of implementation activities to the sources of water people are drinking.

- A figure detailing "Pollution Sensitivity of Wells and Nitrate Results" in the Mississippi River-St. Cloud Watershed Underlain by Geologic Sensitivity Ratings from Wells. This information takes what we know about the sensitivity of wells to contamination and combines it with nitrate results to highlight areas of the watershed where there is known nitrate contamination of the water people are drinking. This figure can help prioritize implementation activities aimed at reducing nitrate levels in the sources of drinking water.

- A figure detailing "Arsenic Results" in the Mississippi River-St. Cloud Watershed Underlain by Geologic Sensitivity Ratings from Wells. This information can help you understand which wells in the watershed contain elevated arsenic levels.

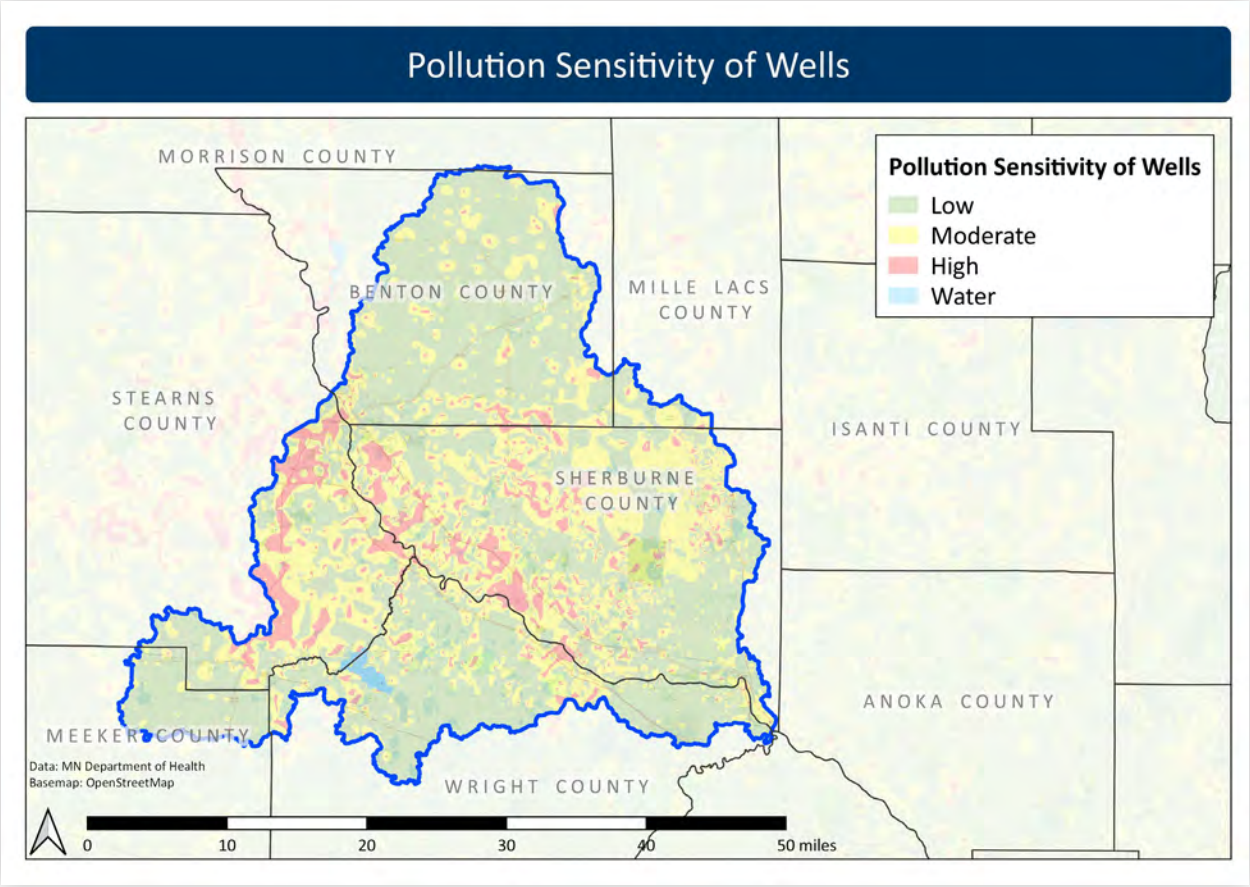
- A figure detailing "DWSMA Vulnerability" in the Mississippi River-St. Cloud Watershed. This information can help you understand which DWSMA is most vulnerable to contamination from the ground surface. This figure allows for targeting of implementation activities for public water suppliers.

Minnesota Department of Health (MDH)
January 27, 2023



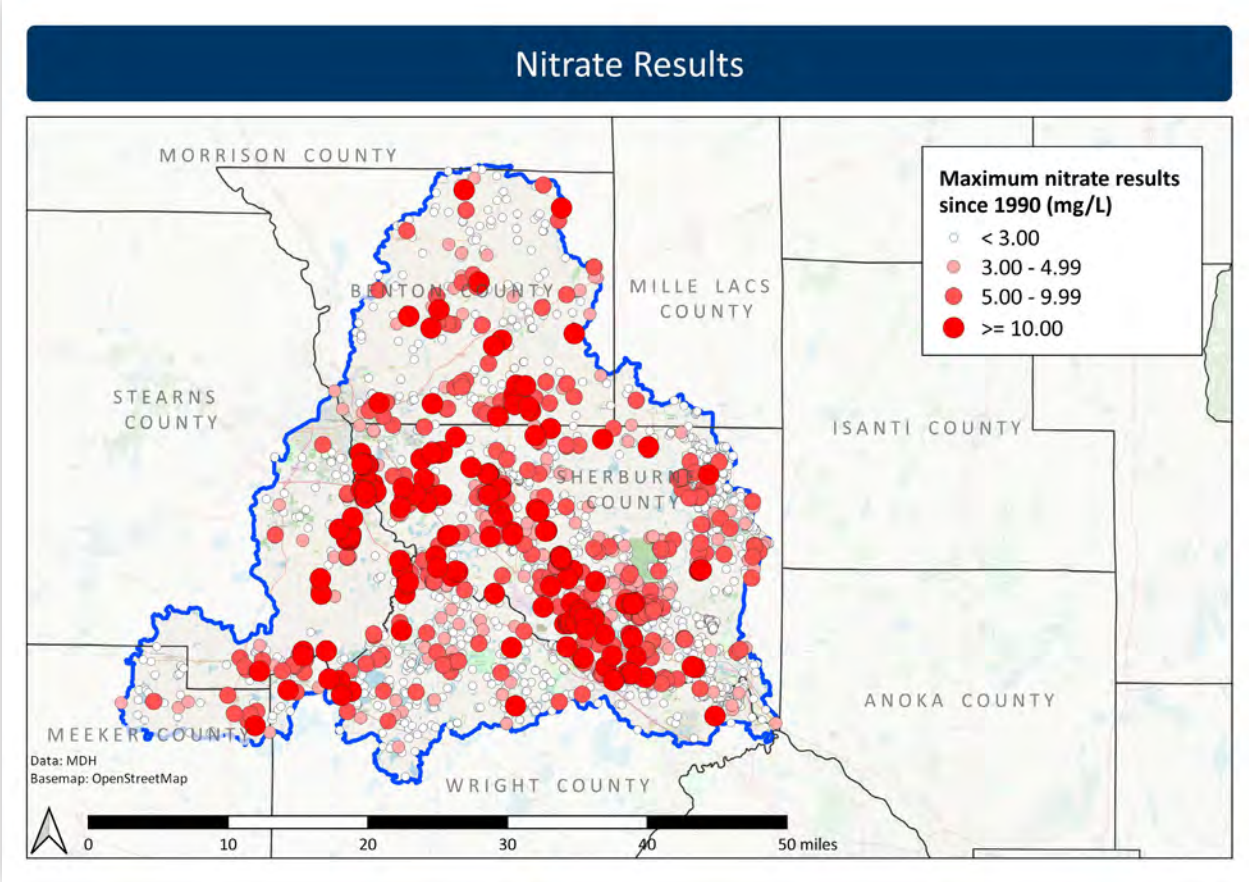
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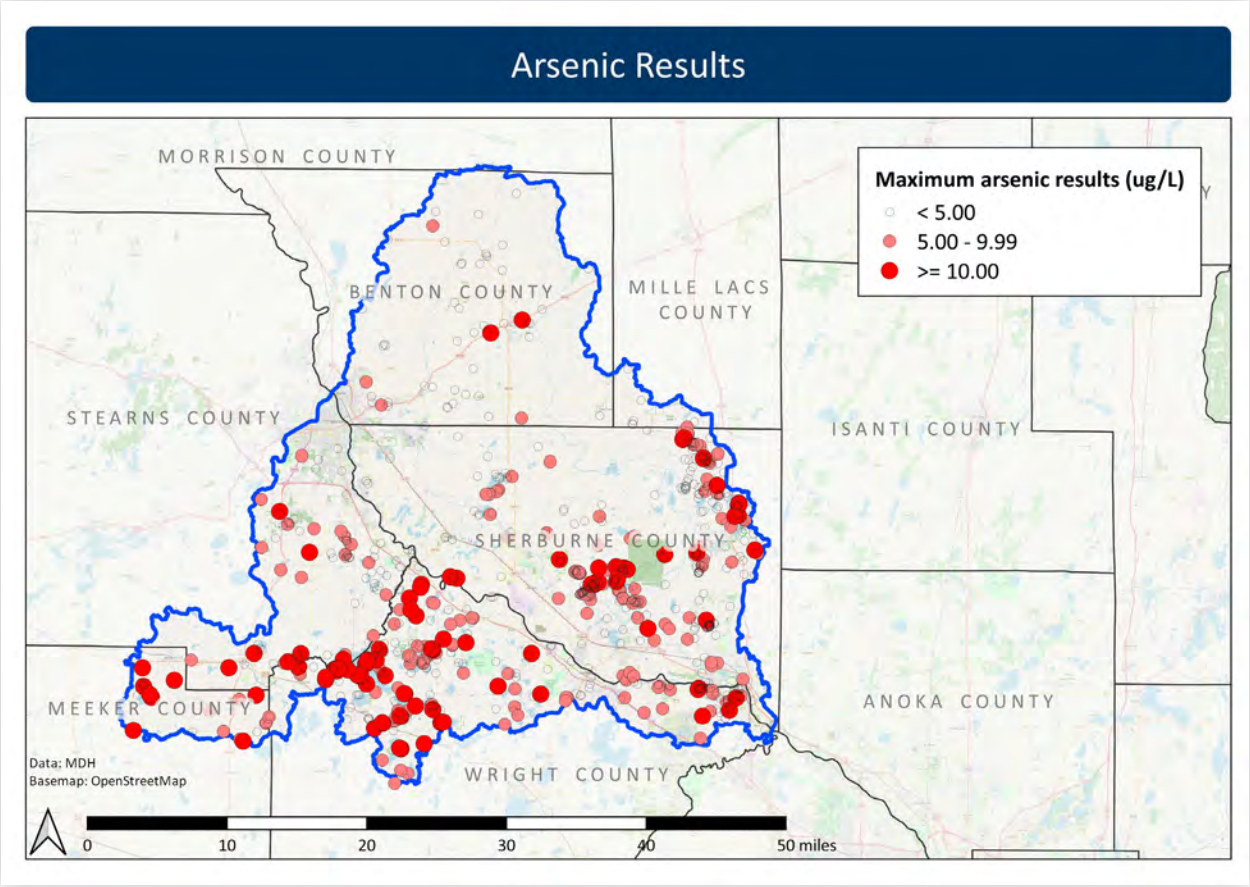
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January 27, 2023

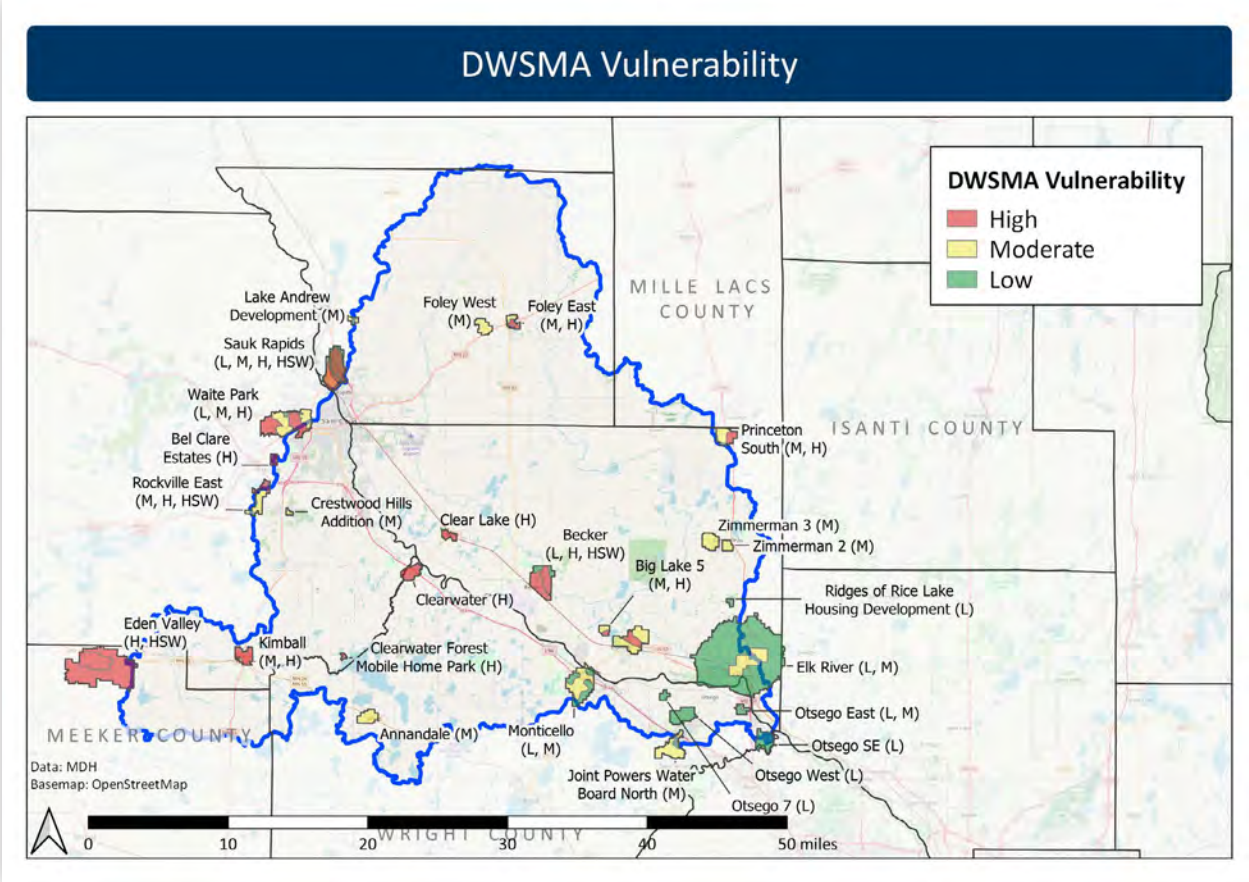


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January 27, 2023



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January 27, 2023



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Mississippi River - St. Cloud Basin Public Water Supplies - Drinking Water Protection Concerns for Quality & Quantity

Source Water Risk	Name	County	Watershed	Subwatershed	WHP/Surface Intake Plan	DWSMA Vulnerability/Surface Water Source	Drinking Water Protection Concerns
Very high potential contaminant risk due to surface water source and/or connection with surface water -							
Focus on impacts from land use practices and surface water runoff							
	St. Cloud	Stearns	City of St. Cloud - Mississippi River	City of St. Cloud - Mississippi River	Surface Water Protection Plan	Very high	Nutrients, Sediment/Turbidity, Ammonia, Contaminants of Emerging Concern
High and Moderate potential contaminant risk -							
Focus on potential land use contaminant sources that may impact water quality							
	Lake Andrew Development*	Benton	Headwaters Elk River	Mayhew Creek	Action Plan	Moderate	Nitrate low, Arsenic low
	Foley	Benton	Elk River	Rice Creek	WHP Plan	Moderate/High	Nitrate low, Arsenic low, Chlorides elevated
	Sauk Rapids*	Benton	City of St. Cloud - Mississippi River	City of St. Cloud - Mississippi River	WHP Plan	Low/Moderate/High	Nitrate moderate, Arsenic low, Chlorides elevated
	Waite Park*	Stearns	City of St. Cloud - Mississippi River	City of St. Cloud - Mississippi River	WHP Plan	Moderate/High	Nitrate low, Arsenic moderate
	Princeton*	Sherburne	St. Francis River	Battle Brook	WHP Plan	Moderate	Nitrate low, Arsenic low
	Bel Clare Estates*	Stearns	City of St. Cloud - Mississippi River	Johnson Creek	Action Plan	High	Nitrate low, Arsenic low
	Rockville*	Stearns	City of St. Cloud - Mississippi River	Johnson Creek	WHP Plan	Moderate/High	Nitrate low, Arsenic low
	Crestwood Hills Addition	Stearns	City of St. Cloud - Mississippi River	Johnson Creek	WHP Plan	Moderate	Nitrate low, Arsenic low
	Clear Lake	Sherburne	Elk River	Elk Lake-Elk River	WHP Plan	High	Nitrate low, Arsenic low, Chlorides elevated
	Zimmerman	Sherburne	Elk River	Tibbets Brook	WHP Plan	Moderate	Nitrate low, Arsenic low
	Clearwater	Wright	Silver Creek - Mississippi River	Fish Creek - Mississippi River	WHP Plan	High	Nitrate moderate, Arsenic high, Chlorides elevated
	Becker	Sherburne	Elk River	Big Lake - Elk River	WHP Plan	Low/High/Very High	Nitrate moderate, Arsenic low, Chlorides elevated seasonally
	Eden Valley*	Meeker	Clearwater River	Upper Clearwater River	WHP Plan	High	Nitrate low, Arsenic moderate
	Kimball	Stearns	Clearwater River	Middle Clearwater River	WHP Plan	Moderate/High	Nitrate low, Arsenic low
	Clearwater Forest Mobile Home	Stearns	Clearwater River	Clearwater Lake	Action Plan	High	Nitrate low, Arsenic low, Chlorides elevated

Mississippi River - St. Cloud Basin Public Water Supplies -
Drinking Water Protection Concerns for Quality & Quantity

Source Water Risk	Name	County	Watershed	Subwatershed	WHP/Surface Intake Plan	DWSMA Vulnerability/Surface Water Source	Drinking Water Protection Concerns
	Big Lake	Sherburne	Elk River & Silver Creek - Mississippi River	Big Lake - Elk River, Elk River, and City of Elk River - Mississippi River	WHP Plan	Moderate/High	Nitrate moderate, Arsenic low
	Elk River	Sherburne	Elk River	Elk River	WHP Plan	Low/Moderate	Nitrate low, Arsenic low
	Annandale	Wright	Clearwater River	Clearwater Lake	WHP Plan	Moderate	Nitrate low, Arsenic low, Chlorides elevated
	Monticello	Wright	Silver Creek - Mississippi River	City of Elk River - Mississippi River	WHP Plan	Low/Moderate	Nitrate moderate, Arsenic low
	Otsego	Wright	Silver Creek - Mississippi River	City of Elk River - Mississippi River	WHP Plan	Low/Moderate	Nitrate low, Arsenic low
	Joint Powers Water Board*	Wright	Silver Creek - Mississippi River	City of Elk River - Mississippi River	WHP Plan	Moderate	Nitrate low, Arsenic high
Low potential contaminant risk - Focus on sealing of unused wells and old public water supply wells (funding available from MDH)							
	Ridges of Rice Lake Housing Dev.	Sherburne	Elk River	Tibbets Brook	Action Plan	Low	Nitrate low, Arsenic low

50 Non-community, Non-Transient Public Water Suppliers in Mississippi River-St. Cloud Watershed
198 Non-community, Transient Public Water Suppliers in the Mississippi River-St. Cloud Watershed

Acronyms:
SWCA=Surface Water Contribution Area
DWSMA=Drinking Water Supply Management Area
WHP=Wellhead Protection Plan

* Lake Andrew Development, Sauk Rapids, Waite Park, Princeton, Bel Clare Estates, Rockville, Eden Valley, and Joint Powers Water Board DWSMAs are only partially located within the Mississippi River-St. Cloud watershed, and their wells are located outside the watershed.

Minnesota Department of Natural Resources (DNR)
January 26, 2023

DEPARTMENT OF NATURAL RESOURCES

Minnesota Department of Natural Resources
Central Region Headquarters
1200 Warner Road
St. Paul, MN 55106

January 26, 2023

Re: Priority Concerns for the Mississippi River St. Cloud One Watershed One Plan Collaborative

Dan Cibulka
Mississippi River St. Cloud 1W1P Project Coordinator
425 Jackson Ave NW
Elk River, MN 55330

Dear Mr. Cibulka,

Thank you for inviting the Minnesota Department of Natural Resources (DNR) to provide input as you and the other participating partners begin developing a Comprehensive Watershed Management Plan for the Mississippi River St. Cloud Watershed. I am writing on behalf of DNR Commissioner Sarah Strommen to share our resource priorities and express our support. Attached are priorities we encourage you to address in your plan. From our perspective, a plan centered on these priorities will provide opportunities to sustain water resources in ways that will enhance the quality of life for all who live, work, and enjoy the outdoors in this watershed.

DNR staff have extensive knowledge and experience across multiple natural resource disciplines and can supply scientific data and information related to the attached priorities. We can provide overviews of watershed conditions, natural resource issues, lead interactive exercises to help local partners explore water resource values, and provide analysis of collected data (Appendix A). Our lead staff person for this One Watershed One Plan (1W1P) project is Reid Northwick, Watershed Specialist, based at the DNR Central Region Headquarters in Saint Paul. He can be reached at 651-259-5749 or by email at reid.northwick@state.mn.us. Please contact Reid if you have questions or want more information about the attached priorities or the types of technical support we can provide.

Also, feel free to contact me directly if needed. As the DNR's Regional Director, I am committed to ensuring that DNR staff in the region are organized to support 1W1P planning efforts and the resulting plans. We greatly value the opportunity to contribute to the process and hope the information we provide is helpful.

Sincerely,

Grant L. Wilson
DNR Central Regional Director
Minnesota Departmentof Natural Resources
Office: 651-259-5635

cc: Reid Northwick (DNR), Dan Lais (DNR), Megan Moore (DNR), Tim Crocker (DNR), Barbara Weisman (DNR), Darren Mayers (BWSR), Phil Votruba (MPCA), Casey Field (MDA), Chad Anderson (MDH)

Minnesota Department of Natural Resources 1200 Warner Road St. Paul, MN 55106

Minnesota Department of Natural Resources (DNR)
January 26, 2023

DNR Priorities for the Mississippi River – St. Cloud Watershed

The priorities described below were identified in consultation with an interdisciplinary team of DNR natural resource specialists representing five DNR divisions who work in this watershed. Below we have organized our priorities into three high-level resource concerns: Water Quality, Habitat and Outdoor Recreation, and Watershed Resiliency. For each high-level concern, we have identified specific resource issues and related strategies to consider in your plan.

We believe a plan focused on connecting habitats, streams, and floodplains and engaging citizens in the process will support water quality, strengthen resource conservation, promote outdoor recreation, and help citizens develop a conservation ethic. We feel it is essential to educate and engage citizens whenever possible in planning projects, implementation, and monitoring. Finally, we encourage you to use the planning process to address large-scale issues that span watershed and administrative boundaries, such as waterfowl flyway corridors, habitat corridors, and aquatic systems.

Resource Concern: Water Quality

Improving surface water quality is a key concern. For example, the drinking water for the city of St. Cloud comes directly from the Mississippi River. The watershed's streams and lakes are connected to the drinking water supply and many of them are impaired or at risk of becoming impaired due to excess nutrients. These nutrients also negatively impact fish, wildlife, and recreational opportunities.

Issue: Surface water

Reducing excess nutrients such as nitrogen, phosphorus and chloride as well as bacteria is a priority to restore impaired lakes and streams, improve vulnerable locations and protect high-quality surface water resources.

Strategies to consider:

- Improve water quality of impaired lakes and streams through nutrient and bacteria reductions. Impaired lakes and streams are identified in the Mississippi River – St. Cloud WRAPS. Focus efforts in upland areas and upstream impaired reaches to reduce the transfer of nutrients to downstream lakes and streams. *The DNR can provide guidance on prioritization and strategies for a given impairment.*
    - **Priority streams for restoration:** Elk River headwaters, Mayhew Creek, Rice Creek, Battle Brook, Tibbitt's Brook, Clearwater River, Silver Creek, and St. Francis River
    - **Priority lakes for restoration:** Briggs chain of lakes; Lake Maria in Stearns County; as well as Big Elk, Dianne, Mitchell, Big, and Orono Lakes
- Protect high-quality unimpaired waters, especially those with the greatest risk of becoming impaired, such as streams, wild rice lakes, shallow lakes, and lakes sensitive to phosphorus. A good starting point for priority lakes can be found on the Lakes of Biological Significance (LBS) GIS layer. This online resource identifies lakes with unique animal or plant communities. Prioritize protecting high value resources with declining water quality trends such as Big Lake and Mitchell Lake. *The DNR can assist in identifying and prioritizing theses resources.*
    - **Priority Lakes of bio-significance for protection:** Josephine, Rice, Boyd, Little Elk, Limestone, and Sandy lakes
- Strengthen local controls that protect water quality such as shoreland and wetland ordinances, and stormwater infrastructure. Encourage the local authorities to enforce existing rules and grant fewer variances.
- Promote best management practices (BMPs) on agricultural lands such as cover crops, no-till farming, grassed waterways, and multi-stage ditches to reduce the transfer of excess nutrients to surface waters

through runoff. A fact sheet on multipurpose drainage management from BWSR provides relevant guidance.

- Identify vulnerable aquatic resources near high concentrations of feedlots and livestock, such as Mayhew Creek and Silver Creek. Prioritize the resources with existing bacterial impairments. Enforce compliance with feedlot rules and encourage the use of proper manure management practices.
- Consider promoting local business and city participation in the Smart Salting Training offered through the Minnesota Pollution Control Agency (MPCA). There are a variety of classes available for road applicators, sidewalk applicators, and property managers. More information and resources can be found at this website.
- Consider requiring developments that significantly increase impervious surfaces to develop a chloride management plan that outlines the BMP's and strategies to be used to reduce chloride within the project area. Require this plan be included within Operations and Maintenance Agreements.
- Encourage cities and counties to consider how they may participate in the Statewide Chloride Management Plan and provide public outreach to reduce the overuse of chloride. Additional educational resources for residents as well as a sample ordinance regarding chloride are available from the MPCA online.

Issue: Stream erosion and sedimentation

Many of the streams and lakes in the watershed are at risk of becoming impaired due to excess sediment from stream banks and surface runoff related to agriculture and urban development. The excess sediment has led to decreased water quality in lakes and streams and has reduced the availability and quality of aquatic habitat for invertebrates and fish.

Strategies to consider:

- Address erosion from unstable stream channels. Use natural channel design principles in stream restoration projects to reduce sediment contributions and re-establish fully functioning streams. Encourage the use of ecosystem friendly construction materials in restoration efforts. *The DNR can help prioritize stream reaches and provide guidance on restoration techniques and designs.*
- Land use change near shoreland and riparian areas is a concern for the DNR. Alterations to near-shore vegetation can result in increased sediment delivery to waters and negatively impact water quality and aquatic habitat. Address this concern by maintaining and expanding undeveloped public and private lands in riparian areas. Look for opportunities to provide incentives to private landowners through programs such as RIM and CRP.
- Enforcing buffer laws and ordinances is an effective way to continue protecting and improving unstable streams and lakes. Continue to support county and SWCD staff in monitoring buffer law compliance and positive engagement with landowners.
- Promote the use of cover crops and encourage the conversion of marginal agricultural land to permanent native vegetation to promote infiltration and reduce runoff.
- Implement floodplain management and stream connectivity measures to mitigate future flood damages and sediment issues while also enhancing wildlife habitat in riparian corridors. Effective floodplain ordinances can reduce public expenditures related to flood damages. The DNR Floodplain Management Program can help communities develop customized ordinances.
    - **Priority waterways:** Silver Creek, St. Francis River, Clearwater River, Elk River, Mayhew Creek, Battle Brook, Rice Creek, Snake River, and County Ditch #34

Resource Concern: Habitat and Outdoor Recreation

Issue: Fragmented habitats

Over time, habitats have been fragmented by land development for agriculture and urban expansion. Fragmentation has negatively impacted both terrestrial and aquatic landscapes, reducing the ability of organisms to move between habitats. Managing and reconnecting corridors such as trails and waterfowl flyways can improve habitat for native plant communities, pollinators, and rare species.

Strategies to consider:

- Encourage permanent forested vegetation through private forest management programs, particularly in floodplains and publicly owned lands and trails.
- Promote the Sustainable Forest Initiative and Class 2c Managed Forest Land programs to help maintain larger tracts of forest at risk of development and lessen the pressure to split land parcels. *The DNR can help identify such properties.*
- Collaborate with local landowners and loggers to promote sustainable timber management techniques that help protect high-priority fisheries, plant, and wildlife resources. Consult with foresters to promote the Minnesota Forest Resource Council's "Forest Management Guidelines" for private timber sales.
- Reconnect stream corridors and floodplains by evaluating and then modifying culverts and dams to allow for the passage of fish and other aquatic life.
- Design stream crossings to address proper stream dimension, pattern, profile, and floodplain connectivity (i.e. install flood relief culverts) to reduce sedimentation, erosion, and ensure ecological function. Follow the DNR guidelines outlined in "Best Practices for Meeting DNR General Public Waters Work Permit GP2004-001" and "Geomorphic Approach to Infrastructure Design at Road/River Intersections" when building or replacing crossings. Consider conducting an inventory of crossings. *Contact DNR staff regarding ongoing efforts to inventory culverts and coordinate inventorying, prioritization, and project implementation; the DNR may be able to assist in these efforts.*
- Promote sustainable methods or practices that will not result in fragmented habitats, especially within the Wild & Scenic Corridor of the Mississippi River (the Scenic District between the University Dr. SE Bridge in St. Cloud and the Clearwater Hwy 24 Bridge).
- Prioritize Minnesota Biological Survey Sites of Biodiversity Significance for local conservation.

Issue: Recreational opportunities

The Mississippi River - St. Cloud watershed has many outdoor recreational opportunities to experience amongst the extensive forest, lake, and stream resources. Population growth in the watershed has been estimated at 6% annually, with much of the related development occurring along the I-94 highway corridor. As development continues, protect the watershed's forest, aquatic, cultural and recreational resources and expand access to them.

Strategies to consider:

- Maintain, repair, and expand public recreational opportunities such as canoeing, camping and ATV trails.
- Engage and educate the public about available recreational opportunities in the watershed. Outdoor recreation presents an opportunity to engage citizens in local watershed projects, increase their awareness of watershed health benefits, and promote a conservation ethic.
- Work with the DNR to acquire additional easements that expand existing trails and protect habitat.
- Encourage sustainable use practices within Quarry Park and adjacent lands to limit water quality and quantity, along with noise impacts to the Scientific and Natural Area (SNA) associated with mining and

dewatering activities. Limit future expansions to mining in this area, which may result in adverse impacts to the SNA.

Resource Concern: Watershed Resiliency

Increase awareness and plan for changes threatening the watershed including invasive species and changing weather patterns. Changes in weather patterns impact hydrology, water quality, and infrastructure. They also make it harder for native species to compete for resources. Invasive species can outcompete vulnerable native species, reducing species richness and impacting the function of natural ecological systems. Efforts to protect resources and mitigate these impacts will lead to a more resilient watershed capable of adapting to change.

Issue: Changing weather patterns

Water storage and retention in upland areas is essential to combat the effects of altered hydrology. A forthcoming DNR Evaluation of Hydrologic Change (EHC) Technical Summary for this watershed indicates stable hydrologic conditions with adequate water storage for current conditions. We recommend focusing on protection of existing storage capacity and expand storage, when possible, to protect against future changes in precipitation and weather patterns.

Strategies to consider:

- Use current science and best management practices (BMPs) to enhance the land's ability to withstand changes in precipitation patterns, adapt to increasing temperatures, and recover from severe weather events. The DNR Resilient Lands GIS layer and The Nature Conservancy's Resilient Communities mapping tool are excellent sources of information.
- Increase floodplain connectivity and protect off-channel water storage. *The DNR can help identify and target priority areas.*
- Protect existing and restore lost wetlands and upland vegetation to provide water storage, water quality benefits and habitat for wildlife such as birds, pollinators, and turtles, including the threatened Blanding's Turtle.
- Work with the DNR to explore the vulnerability of water resources such as the Mt. Simon aquifer and strategies to protect them.
- Update storm water systems and modernize ditches for storage capacity to operate effectively under increased runoff.
- Update floodplain and storm water ordinances to account for increased flood frequency and magnitude. Adopt storm water management ordinances that follow Minimal Impacts Design Standards (MIDS), especially in areas outside of MS4 regulation.
- Install rain gardens, storm water retention ponds, and storm water re-use projects to protect against the impacts of future development.
- Work with the DNR to apply watershed regional climate models to predict the impact of climate change on water quality and the landscape, and to target projects that address water quality impairments.

Issue: Native and rare species

Protecting native and rare species and expanding their habitat is a priority for the DNR and helps protect water quality. Minnesota's Endangered Species Statute *(Minnesota Statutes, section 84.0895)* and associated Rules *(Minnesota Rules, part 6212.1800 to 6212.2300 and 6134)* prohibit the take of threatened or endangered species without a permit. It is important for all citizens within the watershed to be aware of rare species, which may be impacted by their activities.

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Strategies to consider:

- The St. Cloud watershed has several known intact native plant communities that play a key role in keeping water clean and providing wildlife habitat. Promote and expand native plant communities such as rare flora in the Clearwater, Sugar, and Millstone sub-watersheds. The DNR can provide data about these sites and help identify strategies to protect them.
- Evaluate the vulnerability of native habitats and species to climate change and implement multiple-benefit projects that protect resiliency (see the above-mentioned DNR and Nature Conservancy resiliency mapping tools).
- Minnesota has seen a dramatic decline in pollinators such as bees, butterflies, dragonflies, fireflies, and other beneficial insects that support our ecosystems and food systems. Manage trail corridors along waterways for native plant communities and pollinator habitat. This will also improve trail aesthetics and wildlife habitat.
- Protect unique fisheries supporting important species such as tullibee in the Sugar Lake and Clearwater River areas.
- Consider requiring project proposers to use Minnesota Conservation Explorer to coordinate with DNR on potential impacts to rare features and protected state-listed species before issuing permits.
- Native plants require almost no additional water use or inputs and provide valuable habitat for wildlife. Encourage and require, when possible, the use of native, weed-free, state seed mixes for landscaping, storm water features, and revegetation of project areas. The Board of Soil and Water Resources' Lawns to Legumes Program contains many relevant resources.
- Consider restricting the use of erosion control materials to "bio-netting" and other wildlife-friendly materials that do not contain plastic.

Issue: Invasive species

Invasive species are increasingly putting pressure on our native and rare species.

Strategies to consider:

- Address terrestrial and aquatic invasive species. Develop a landscape monitoring plan to detect new types of plants, animals, and insects so that potential threats to native species and agriculture can be evaluated and action plans developed. *The DNR can provide data and resources to identify management strategies, programs, or funding sources.*
- Increase the number of aquatic invasive species decontamination sites throughout the watershed.
- Promote the practice of cleaning and inspecting construction equipment before use.
- Educate and engage the public on best practices for reducing the spread of invasives when transferring wood, cleaning boats, cleaning ATVS, as well as other activities with the potential to spread invasive species.
- Develop a plan to identify, protect and transition forests affected by Buckthorn, Emerald Ash Borer and other invasive species to a more resilient species composition and ensure the future of healthy woodlands in the watershed.

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Appendix A. Available tools

Online Resources:

Cooperative steam gaging: https://www.dnr.state.mn.us/waters/csg/index.html

Cooperative groundwater monitoring: https://www.dnr.state.mn.us/waters/cgm/index.html

Lakefinder: https://www.dnr.state.mn.us/lakefind/index.html

WHAF tool: https://arcgis.dnr.state.mn.us/ewr/whaf2/

Lake and Flood Elevations tool: https://arcgis.dnr.state.mn.us/ewr/lfeo/lat/46.4055/lng/-94.2779/z/6

Buffer map tool: https://www.dnr.state.mn.us/buffers/index.html

Minnesota Conservation Explorer: https://mce.dnr.state.mn.us/

SNA map: https://www.dnr.state.mn.us/snas/map.html

MNTopo: http://arcgis.dnr.state.mn.us/maps/mntopo/

Recreation Compass: https://www.dnr.state.mn.us/maps/compass.html

GIS Resources on MN GeoSpatial Commons:

Cooperative Stream gaging location: https://gisdata.mn.gov/dataset/env-wiski-coop-stream-gaging

Cooperative Groundwater Monitoring: https://gisdata.mn.gov/dataset/env-wiski-groundwater-monitoring

MN DNR Watershed Suite: https://gisdata.mn.gov/dataset/geos-dnr-watersheds

MN DNR Culvert Inventory Suite: https://gisdata.mn.gov/dataset/struc-culvert-inventory-pub

DNR Sentinel Lakes: https://gisdata.mn.gov/dataset/env-sentinel-lakes-slice-program

Groundwater Dominated Lakes: https://gisdata.mn.gov/dataset/env-groundwater-dominated-lakes

Minnesota Pollution Control Agency (MPCA)
January 13, 2023

MINNESOTA POLLUTION CONTROL AGENCY

Brainerd Office | 7678 College Road | Suite 105 | Baxter, MN 56425 | 218-828-2492
800-657-3864 | Use your preferred relay service | info.pca@state.mn.us | Equal Opportunity Employer

January 13, 2023

VIA EMAIL

Dan Cibulka
Sherburne Soil and Water Conservation District
425 Jackson Ave NW
Elk River, MN 55330

RE: Priority issues and concerns letter - Mississippi River St. Cloud 1W1P

Dear Dan Cibulka:

The Minnesota Pollution Control Agency (MPCA) appreciates the opportunity to submit priority issues and plan expectations for the Mississippi River St. Cloud Watershed (MRSCW) One Watershed One Plan (1W1P). The MPCA is committed in supporting this effort and providing assistance as needed throughout the process.

Specific considerations within the MRSCW that the MPCA would like to highlight as priority issues and expectations include the following:

- Continue to participate in the development of the MRSCW Watershed Restoration and Protection Strategy (WRAPS)/Total Maximum Daily Load (TMDL) – update project and consider utilizing this information as a planning tool as it comes available. This project is currently set for completion on June 30, 2024, with a significant level of work planned for completion in 2023 concurrently when the MRSCW 1W1P is being developed. This includes the development of the draft of the MRSCW WRAPS update and the draft MRSCW TMDL report, which will address 17 impairments within the MRSCW (Escherichia coli *[E. coli]* - 10, nutrients - 6, and fish and benthic macroinvertebrate bioassessments - 1).
    - 2022 MRSCW Impaired Waters List Summary
      Overall, the 2022, 303(d) list of impaired waters includes 65 impairments under EPA category 5 (excluding mercury and PCBs) for the MRSCW. Of these impairments, 43 are for Aquatic Life Use designation, 21 are for the designated use of Aquatic Recreation and 1 for Wild Rice Production. Due to prioritization, budgetary and scientific reasonable assurance reasons, the 17 impairments noted above were chosen to be addressed in the MRSCW WRAPS update/TMDL project. While TMDLs will not be completed for all the impaired waters in this cycle for the MRSCW, it is important to note where these impairments exist and were taken into consideration during the overall 1W1P effort.
    - We invite you to consider the utilization of the following completed Intensive Watershed Monitoring (IWM) MRSCW Cycle 2 reports as informational tools during 1W1P development.
        - **Mississippi River - St. Cloud Watershed Assessment and Trends Update** (2022) – Summary of the 2019/2020 MRSCW intensive watershed monitoring efforts.

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- **Mississippi River - St. Cloud Stressor Identification Update** (2022) – This report documents the efforts that were taken to identify the causes, and to some degree the source(s) of impairments to aquatic biological communities in the MRSCW.

- Continue to support TMDL development through the MRSCW WRAPS/TMDL project and consider during the 1W1P process the planning of strategies to address the numerous bacteria impaired and threatened waters within the MRSCW. Some of the highest bacteria loading within Minnesota's Upper Mississippi River Basin (UMRB) occurs through tributaries within the MRSCW. Some of these impairments have been successfully addressed over the years while several others remain impaired or are threatened for impairment. Continued efforts working with landowners on the implementation of best management practices for riparian pastureland areas continues to be a priority in the MRSCW.

- During the 1W1P planning process consider working with MPCA staff to help identify waters within the MRSCW that are near or just above the threshold of a conventional parameter impairment. This identification may help in subsequent 1W1P prioritization efforts for implementation considerations aimed at future de-listings and/or protection of threatened waters.

- Water quality protection - All waters currently supporting aquatic life and recreation in the watershed are considered waters to protect. Over time, if these waters are not protected, it is possible they will join the ranks of impaired waters. Working to ensure the protection of the surface waters from degradation through the 1W1P process is critical to the overall environment and economic health of the area.

  Lake Protection Reports
  It has been decided by the MRSCW WRAPS/TMDL partner group and MPCA TMDL staff to develop Lake Protection reports for three lakes within the MRSCW (watershed partner meeting 8/24/2022). Supporting this effort and utilizing this protection tool through the 1W1P process is recommended. Lakes selected include:

  - Big 71-0082-00. Fish bioassessments impairment (listed in 2022). Water chemistry data is very good to excellent.
  - Mitchell 71-0081-00. Fish bioassessments impairment (listed in 2022). Connected to Big Lake.
  - Sugar 86-0233-00. The Fish Index of Biotic Integrity (FIBI) is considered exceptional. One of the few cisco and muskie lakes in the MRSCW. It is a unique high-quality lake situated at the southern Cisco range in Minnesota.
  - Other Lakes noted by partners for Lake Protection Consideration and/or additional data needs in future include: Ann 71-0069-00, Beaver 73-0023-00, Crooked 73-0006-00, Long 73-0004-00, Warner 73-0011-00

- Protecting the drinking water supplies in the MRSCW should be considered a high priority in the overall 1W1P development and implementation. In the MRSCW, the Mississippi River (MR) serves as the source water supply for the city of St. Cloud, which is the first city in the nation to obtain its drinking water from this resource. Then just downstream of the MRSCW, the municipalities of Minneapolis and St. Paul rely on the MR for their municipal water supplies as well, emphasizing the importance of protecting the MR from sources of contamination. Apart

from the city of St. Cloud, the remaining municipalities in the MRSCW rely on groundwater for their drinking water supply. Continuing to proactively work together to ensure the protection of these drinking water resources is categorically vital to the overall health and economic welfare of the MRSCW residents and beyond.

- Stormwater management will be a critical component of this plan. Currently, 4 of the 10 fastest growing cities in Minnesota are either in or on the edge of the MRSCW (e.g. Otsego – in, Rogers, Dayton, Sartell – edge). It is anticipated that the overall intensity of the land use will continue to increase substantially in and around the MRSCW in the next decade. With this increase, comes the threat of increased storm water runoff carrying pollutants such as sediment and phosphorus with the runoff water. As urbanization occurs and the percentage of impervious surface increases, an increasing amount of precipitation runs off the landscape and eventually is discharged to receiving waters. The continued effort towards strategic growth, where critical lands/areas are left undisturbed to the extent possible reducing storm water runoff, will be an essential component in protecting the water resources of this watershed now and for future generations.
- Please consider strategies in working to reduce chloride/salt pollution. There is no way to "repair" chloride-contaminated waterbodies. Chloride is a permanent pollutant thus it does not break down and cannot feasibly be removed from water. The MPCA's Statewide Chloride Management Plan looks at chloride pollution statewide, expanding the focus from the Twin Cities. Greater Minnesota is also seeing chloride impacts from water softening, fertilizer, and other sources (road salt is the problem in urban areas). Preventing chloride pollution is the only way to deal with it. Staying ahead of this issue by working to protect lakes and streams while they are still in good condition is essential. The MPCA's Statewide chloride resources website serves as an excellent resource for partners working on this issue.
- Consider climate variability and adaptation in the overall planning process and the potential impacts to the natural resources within the watershed. Developing and implementing strategies, initiatives and measures to help human and natural systems cope with and become more resilient to climate change impacts is an important consideration in long-term water resource/environmental planning. Climate change has the potential to affect ecosystems, infrastructure, and sectors of our economy. The impacts on these systems will depend on their sensitivity to climate change and their ability to adapt. The goal of adaptation is to increase natural and societal resilience to climate change.
- Consider multiple uses when evaluating/prioritizing strategies for water quality protection. This approach takes into consideration that efforts to solve our clean water needs are not separate from other conservation and recreational needs. The MRSCW has a large number of rare features and/or sites of biodiversity significance that will greatly benefit from the implementation of strategic conservation practices aimed at the restoration and protection of the water resources in the MRSCW. Important recreational examples include the MR designation within the MRSCW as a wild and scenic river and serving as a popular route for day-long canoe trips. This portion of the river also provides excellent recreational fishing opportunities and is recognized for its high-quality smallmouth bass fishing.

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- Consider factoring in Environmental Justice (EJ) areas within the MRSCW to the extent possible during 1W1P development and implementation. In the MRSCW this includes low-income communities in and around the municipalities of St. Cloud, Sauk Rapids and Waite Park along the West Central edge of the watershed. These EJ communities primarily exist closely to the MR and like other communities benefit from the significant water quality work completed over the years within the MRSCW and in the watersheds situated above in the UMRB.

- Continue to pursue, recognize and promote water quality success stories within the MRSCW. Within the last decade, the MRSCW has seen several successfully restored streams and lakes. Two examples of this include the nutrient delisting of Lake George in the city of St. Cloud and the bacteria delisting of Plum Creek in Stearns County. One common theme that ties all these successes together and helps promote success going forward is that through partnerships, strategic planning and action, the state and its partners supported approach to restoring and protecting water quality is working. The 2022 assessment cycle in the MRSCW brought us three chemistry delistings with documented improvements in water quality. See MRSCW assessment and trends update for additional information.

The MPCA appreciates the opportunity to provide comments as the 1W1P development process begins for the MRSCW. The MPCA looks forward to contributing throughout this effort and to its continued water quality partnership with the watershed partners within the MRSCW. Please feel free to contact me at 218-316-3901 if you need any assistance from the MPCA.

Sincerely,

Phil Votruba

This document has been electronically signed.

Phil Votruba
State Program Administrator Principal
Watershed Division

PV:jls

cc: Brad Wozney, BWSR (electronic)
Darren Mayers, BWSR (electronic)
Theresa Haugen, MPCA
Chad Anderson, MPCA

Sherburne Soil and Water Conservation District (SWCD)
January 12, 2023

Sherburne SWCD

Sherburne Soil and Water Conservation District

January 12, 2023

Mr. Dan Cibulka
Project Coordinator
MRSC One Watershed, One Plan project
425 Jackson Ave NW
Elk River, MN 55330

Dear Mr. Cibulka,

The Sherburne Soil & Water Conservation District is pleased to work alongside our watershed partners and communities to develop a 10-year Comprehensive Watershed Management Plan for the Mississippi River St Cloud Watershed. For 79 years the Sherburne SWCD has been a local leader in natural resource management and conservation assistance. We understand that restoring and protecting our natural resources requires the engagement of landowners, the knowledge of technical professionals, and the support of the community.

As the partnership carries out this planning project, we ask that the following topics be considered:

- Significant Features: The Anoka Sand Plain is a critical filter for the aquifer that provides the Twin Cities and east-central Minnesota with drinking water. It is also a region with unique habitats, such as oak savannah, and unique species, such as the Critically Endangered Rusty Patched Bumblebee (documented in Sherburne County). This watershed also hosts the Wild & Scenic Mississippi River, beginning at St. Cloud and extending through the project boundary to the City of Anoka. We would recommend that the plan document these significant resources and identify measures that the partnership can provide further protection and enhancement for them.

- Preparatory work: The SWCD and local partners have invested heavily in diagnostic / feasibility studies, sub-watershed analysis, monitoring projects and other similar efforts. These projects will provide value to watershed level planning by detailing existing conditions, provide potential project types and locations, ranked BMP analysis for optimal cost effectiveness, and explore alternative analysis. We encourage the plan to document and reference these resources where applicable.

- Vulnerable waters: Several lakes and streams in our watershed are very close to meeting water quality standards or are currently not impaired but near water quality goal thresholds (vulnerable waters). We would encourage the plan to consider waterbodies in this category as exceptional opportunities to either reach a delistment or prevent an impairment listing. With recent delistments occurring in our watershed, additional success stories will provide added momentum to the partnership's efforts and a visible return on the investment we are making for this planning process.

- Comprehensive Natural Resource Management: The Sherburne SWCD is often requested for assistance pertaining to a variety of natural resource management topics. Given the demand for diverse assistance from the community, the well-documented connections between water and other resource areas, and the potential for *multiple benefit* projects, we would encourage the plan to adopt a holistic approach to natural resource management that provides opportunity for both innovation and flexibility to reach our goals. Examples of natural resource areas we commonly work with include:

425 Jackson Ave NW | Elk River, MN 55330 | 763-220-3434 | www.sherburneswcd.org

Sherburne Soil and Water Conservation District (SWCD) January 12, 2023

- Forestry management – Historically and still today, our forestry staff receive 100+ calls per year for pest and disease consultation, management recommendations, wildlife plantings, etc. Healthy and abundant forests greatly reduce air, water, soil and sound pollution while also contributing intrinsic value to county parcels and both rural and urban character.

- Wildlife habitat – Remarkable increased interest from the community for pollinator habitat plantings, both in rural and urban areas as well as small and larger scales. Each year the SWCD assists multiple residents with native prairie installation as well as advises landowners on plant selection to attract pollinators, game species, or other wildlife.

- Soil health – The sandy soils of our region contain low organic matter. As such, our efforts and partnerships with agricultural producers have focused on programs to improve soil organic matter content. Cover crops and conservation tillage are some of the more heavily utilized tools by producers.

- Surface water resources – There is heavy engagement and investment amongst county residents to protect and enhance local lakes, streams and wetland. Aquatic invasive species, excessive siltation, algae proliferation, and natural aquatic wildlife habitat are frequent concerns. We have seen great interest for stormwater management and shoreline restorations, as well as broader lake management techniques such as internal phosphorus load reduction programs and watershed wetland restorations / water storage.

- Groundwater quality – Several regions of the county are known to hold groundwater nitrate levels that exceed safe drinking water conditions. The SWCD has worked with area stakeholders under the Nitrogen Fertilizer Management Plan to complete voluntary conservation projects that aim to reduce fertilizer. As a human health concern, this topic and potential mitigation practices have great investment from the community.

The Sherburne SWCD is appreciative of the time invested by state agency partners, local watershed partners, the project consultant, and the greater community to carry out this planning process. We are confident the resulting 10-year Comprehensive Natural Resource Management Plan will be of great value to this watershed and the people that live or visit here.

Sincerely,

Jason Selvog
Chair
Sherburne SWCD Board of Supervisors

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November 1, 2024 10:18 AM

Clearwater River Watershed District Priority Issue Table
January 31, 2023

From: Rebecca Carlson <Rebecca@resilience-resources.com>
Sent: Tuesday, January 31, 2023 11:25 AM
To: Cole Loewen <Cole.Loewen@co.stearns.mn.us>; 'OHare, Alicia - NRCS-CD, Buffalo, MN' <Alicia.OHare@mn.nacdnet.net>
Cc: Dan Cibulka <dcibulka@sherburneswcd.org>
Subject: Project Tables for Cole.xlsx

Cole,
Attached are potential projects for consideration by the group within the CRWD. The Theil Creek one I think will be appealing to Stearns County SWCD.
RC

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Clearwater River Watershed District Priority Issue Table January 31, 2023

Watershed	Strategy	Budget
Watershed Wide	**Expanded Hydrologic + Hydraulic Monitoring**	**$ 250,000**
	Update District SWMM Model	**$ 120,000**
	Update Township & Municipal Stormwater Studies	**$ 225,000**
	Shoreland education program for lake, stream and wetland riparian owners.	
	Expand agricultral programs targeted at those which support resilience in soils, water, and habitat. Specifically the expansion of the Districts Targeted Fertilzer program, alternative tile intakes, and the odd piece program which offers additonal incentives to install native habitat on odly shaped, hard to farm, HELs in close proximity to surface waters.	**$ 550,000**

Watershed	Waterbody	ID	County	Parameter	Impairment Driver	Strategy	Budget
Upper Clearwater River 07010203020l Clear Lake to Upstream of Lake Betsy	Kingston Wetland	47-0312-00	Meeker	Phosphorus, Sediment	Watershed load, legacy wetland export of Soluble P and oxygen demand	319 funded project completed in 2017, reduce watershed loads, maintain project and manage water levels and coordinate with DNR.	$25,000
	Little Mud Lake	47-0096	Meeker	Phosphorus		reduce watershed loads	
	County Ditch 20	**738 AQL**	**Meeker**	**Aquatic Life-Impaired**	**Watershed Loads, impaired habitat**	**Reduce watershed loads and maintain channel stability, augment drainage authority work to improve water quality where possible.**	**$245,000**
	County Ditch 44	**550 AQL, Fishes and Inverts**	**Meeker**	**Aquatic Life-Impaired**	**Watershed Loads, impaired habitat**	**Reduce watershed loads and maintain channel stability, augment drainage authority work to improve water quality where possible.**	**$350,000**
	Clearwater River, CD 44 to Lake Betsy	**549, AQL, AQR, DO & FC Approved**	**Meeker**	**Aquatic Life/Aquatic Recreation, DO, FC (Sediment/ bacteria/ nutrients)**	**Oxygen Demand from Kingston Wetland, limited re-aration**	**Reduce watershed loads and maintain channel stability. Consruct channel stability projects in main channel, and tributaries. Cunduct channel morphometry study + restoration**	**$550,000**
	Clear Lake	47-0095	Meeker	Phosphorus	Soluble P loading from northern wetland complex	Manage soluble P loading to the lake via main tributaries. Manage watershed export of P. Continue rough fish management.	$375,000

Clearwater River Watershed District Priority Issue Table January 31, 2023

Watershed	Waterbody	ID	County	Parameter	Impairment Driver	Strategy	Budget
Middle Clearwater River 070102030202 Lakes Betsy through Augusta and the Clearwater River	Marie Lake	73-0014	Stearns/	Total Phosphorus			
	Lake Louisa	86-0282	Stearns/	Total Phosphorus			
	Union Lake	86-0298	Meeker/	Total Phosphorus			
	Scott Lake	86-0297	Meeker/	Total Phosphorus			
	School Section Lake	73-0035		Total Phosphorus		Ongoing operation of outlet and required monitoring, continue to reduce nutrient loads to lake. Seek permit modification.	
	Thiel Creek (Headwaters to Thiel, and Thiel to Lake Marie Class 1B, 2Ag, 3B (Trout Stream)	**556, 619**		**Nutrients, hydrology, temperature, sediment & morphometry**		**Reduce sediment and chloride loads, conduct stream survey to assess habitat and channel morphoometry. Projects on riparian roadways and steep slopes to mitigate high temperature sediment laden stormwater from entering creek directly. Develp projects and programs to improve water quality and habitat.**	
	Fairhaven Creek (headwaters to Lake Marie)	**565**	**Stearns**	**Nutrients, hydrology, temperature, sediment & morphometry**		**Reducce sediment and chloride loads, conduct stream survey to assess habitat and channel morphoometry. Develp projects and programs to improve water quality and habitat.**	**$ 345,000**
	Clearwater River: Caroline to Augusta		Stearns	Nutrients, soluble P export, hydrology, sediment & morphometry		Evaluate soluble P export through data collection and analysis. Identify capital projects/ programs to mitigate.	
	Clearwater River: Lake Betsy to Scott Lake	715	Stearns	Nutrients, hydrology, sediment & morphometry		Evaluate soluble P export through data collection and analysis. Identify capital projects/ programs to mitigate.	
	Clearwater River Scott Lake to Lake Louisa	717	Stearns	Nutrients, soluble P export, hydrology, sediment & morphometry		Evaluate soluble P export through data collection and analysis. Identify capital projects/ programs to mitigate.	
	Willow Creek 1B, 2Ag, 3B (Trout Stream), Headwaters to Betsy	**515**	**Meeker**	**Nutrients, hydrology, temperature, sediment & morphometry**		**Reducce sediment and chloride loads, conduct stream survey to assess habitat and channel morphoometry. Develp projects and programs to improve water quality and habitat.**	**$ 265,000**
	Betsy Lake	47-0042	Meeker	Total Phosphorus		Manage Internal Phosphorus Manage Rough Fish Populations	
	Caroline Lake	86-0281	Stearns/	Total Phosphorus		Manage Internal Phosphorus	
	Augusta Lake	86-0284	Stearns/	Total Phosphorus		Manage Internal Phosphorus, Manage	

Watershed	Waterbody	ID	County	Parameter	Impairment Driver	Strategy	Budget
Clearwater Lake-Clearwater River 070102030203 Three Mile Creek	Otter Lake	73-0015	Stearns	Total Phosphorus			
	Three Mile Creek	545, 571, 564	Stearns	Aquatic Life		Add'l stressor assessment work needed; likely stressor are due to land use in watershed	

Watershed	Waterbody	ID	County	Parameter	Impairment Driver	Strategy	Budget
Clearwater Lake-Clearwater River 070102030204 Clearwater Cedar Pleasant Lakes	**Swartout Lake**	**86-0208**	**Wright**	**Total Phosphorus**		**Manage Internal Phosphorus, manage bird populations to reduce loading, rough fish management, vegeative managemnet, reduce watershed loads**	**$ 450,000**
	Albion Lake	86-0212	Wright	Total Phosphorus		Rough fish and vegetative management	
	Henshaw Lake	86-0213	Wright	Total Phosphorus		Manage Internal Phosphorus	
	Cedar Lake	86-0227	Wright	Total Phosphorus		Ongoing maintenance and operation of Cedar Lake Restoration Project as well as AIS project support	
	Pleasant Lake	86-0251	Wright	Total Phosphorus		Continue lake outlet operation	
	Clearwater Lake	86-0252	Wright	Total Phosphorus		Watershed and upland water load reductions.	

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Clearwater River Watershed District Priority Issue Table January 31, 2023

roject Location, Watershe	Waterbody	ID	Area	Parameter	Impairment Driver	Strategy	Budget
Lower Clearwater River 070102030205	Clearwater River Clearwater Lake to Mississippi	511	Stearns/ Wright	Dissolved Oxygen		Nitrogen Load reduction, re-aeration, channel morphology restoration	
	Weigand Lake	86-0242	Wright	Total Phosphorus			
	Nixon Lake	86-0238	Wright	Total Phosphorus			
	Grass Lake	86-0243	Wright	Total Phosphorus			
	Bass Lake	86-0234	Wright	Total Phosphorus		Continued support of Bass AIS Project	

Wright County Water Task Force Priority Issue Table January 11, 2023

From: OHare, Alicia - NRCS-CD, Buffalo, MN <Alicia.OHare@mn.nacdnet.net>
Sent: Wednesday, January 11, 2023 4:03 PM
To: Dan Cibulka <dcibulka@sherburneswcd.org>
Subject: Priority Issues with Descriptions

Hi Dan,
This was what my Task Force came up with for priority issues and descriptions. Just thought I would share.

Best,

Alicia O'Hare
Water Resource Specialist
Pronouns: she/her
Wright Soil and Water Conservation District
311 Brighton Ave S Suite C
Buffalo, MN 55313
Alicia.ohare@usda.gov
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"Like us" on Facebook for updates!

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Wright County Water Task Force Priority Issue Table January 11, 2023

Selected Draft Issues for Wright County

Resource Group	Resource	Issue	Description
Groundwater	Drinking Water	Groundwater quality	Contaminants such as arsenic and nitrates may impact human health
Groundwater	Aquifer Supplies	Groundwater quantity	Ensure groundwater withdrawals do not exceed groundwater recharge
Surface Water	Streams	Altered Hydrology	Altered hydrology changes the timing of water and volume water delivered downstream
Surface Water	Agricultural and Urban Land	Climate Resiliency	
Surface Water	Lakes, Streams, Agriculture	Contaminant Loading	Fertilizer application on ag land may be a source of nutrients and elevated concentrations may be detrimental
Surface Water	Streams, Lakes	Shoreland, streambank stabilization	Streambank and shoreland instability contribute sediment to waterbodies and decreases the quality of aquatic habitat
Land and Water	Streams, Lakes, land	Wildlife Integrity	Protection to natural features, native species and landscapes promotes, environmental benefits.
Surface Water	Lakes	Lake Internal Loading	Lakes in the watershed need internal load reductions to meet state water quality standards
Surface Water	Streams	Impacts to downstream drinking water	Surface water continue into the Mississippi River, supplying drinking water to communities downstream
Land and Water	Habitat	Invasive Species	Invasive species are detrimental to ecosystems
Surface Water	Lakes and Streams	Point Source Pollution	Permitted municipal and industrial point sources of pollutions can impact water quality conditions
Lands	Urban Land	Development Pressure	Urban runoff delivers sediment, nutrients, and bacteria to surface waters



Appendix C: Data Aggregation



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Data Aggregation

INTRODUCTION

Issues, resources, and priorities gathered from documents, reports, comment letters, water plans, and the kickoff meeting were categorized into resource categories and subcategories. Categories included aquatic recreation; data, studies, and outreach; groundwater; habitat and natural resources; surface water; and other. Outcomes from the data aggregation efforts with categorized issues are presented in this appendix.

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1W1P Process & Document

RESPONSE LETTERS WATER PLANS REPORTS

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
1W1P Document						
BWSR Priority Concern Letter, December 20th, 2022	WRAPS - The plan priorities should balance protection waters, impaired waters, and high value resources using the WRAPS report. For a number of the waterbodies, sufficient water quality data has not been collected to determine trends and that should be acknowledged in the plan. The plan should build off of the planning efforts of the second cycle Mississippi River - St. Cloud Watershed Restoration and Protection Strategies (WRAPS). In particular, planning partners should revisit the prioritization of areas for implementation efforts associated with nutrient and sediment loading to surface waters and that would produce multiple benefits.	No		Process	1W1P Document	General Statement
DNR Priority Concern Letter, January 26, 2023	Promote best management practices (BMPs) on agricultural lands such as cover crops, no-till farming, grassed waterways, and multi-stage ditches to reduce the transfer of excess nutrients to surface waters through runoff. A fact sheet on multipurpose drainage management from BWSR provides relevant guidance.	No		Process	1W1P Document	Implementation Strategy
DNR Priority Concern Letter, January 26, 2023	Consider requiring project proposers to use Minnesota Conservation Explorer to coordinate with DNR on potential impacts to rare features and protected state-listed species before issuing permits.	No		Process	1W1P Document	Implementation Strategy
Sherburne SWCD Priority Concern Letter, January 12th, 2023	Preparatory work: The SWCD and local partners have invested heavily in diagnostic / feasibility studies, sub-watershed analysis, monitoring projects and other similar efforts. These projects will provide value to watershed level planning by detailing existing conditions, provide potential project types and locations, ranked BMP analysis for optimal cost effectiveness, and explore alternative analysis. We encourage the plan to document and reference these resources where applicable.	No		Process	1W1P Document	General Statement

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
1W1P Process						
BWSR Priority Concern Letter, December 20th, 2022	Intergovernmental Partnerships – There are a diverse set of landowners within the watershed. While the majority of landowners are private citizens, land is also owned by the federal government, state, counties, and municipalities within each county. During the plan development process, it will be important to be as inclusive as possible to ensure that all landowners understand the value of the MRSC One Watershed One Plan and participate as a valued entity in the planning and implementation phases of the process. In order to be fully inclusive, the planning partnership and/or consultant should consider a suite of outreach and communication strategies to maximize the ability of partners to provide input, clarify their ability to participate and roles in watershed management, and incorporate the comprehensive watershed management plan's implementation activity into their own local governing processes.	No		Process	1W1P Process	Implementation Strategy
DNR Priority Concern Letter, January 26, 2023	Use current science and best management practices (BMPs) to enhance the land's ability to withstand changes in precipitation patterns, adapt to increasing temperatures, and recover from severe weather events. The DNR Resilient Lands GIS layer and The Nature Conservancy's Resilient Communities mapping tool are excellent sources of information.	No		Process	1W1P Process	Implementation Strategy
MPCA Priority Concern Letter, January 13th, 2023	During the 1W1P planning process consider working with MPCA staff to help identify waters within the MRSCW that are near or just above the threshold of a conventional parameter impairment. This identification may help in subsequent 1W1P prioritization efforts for implementation considerations aimed at future de-listings and/or protection of threatened waters.	No		Process	1W1P Process	Implementation Strategy

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Altered Hydrology

RESPONSE LETTERS WATER PLANS REPORTS

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
MPCA Watershed Assessment and Trends Update, August 2022	Unnamed Creek fish and macroinvertebrate delisting: Restoration activity (culvert replacement) has led to the delisting of biological impairments (fish and macroinvertebrates) on a tributary to the Elk River at CR 65 near St. Cloud. The culvert replacement completed by Sherburne County Public Works restored perennial flow to the stream and reduced pooling and sediment build-up.	No	Unnamed Creek	Surface Water	Altered Hydrology	Implementation Strategy
Stressor Identification Update 2022	Plum Creek stressors: DO, altered hydrology	No	Plum Creek	Surface Water	Altered Hydrology	General Statement
Stressor Identification Update 2022	County Ditch 44 (07010203-550) Impairment: County Ditch 44 (AUID -550) flows for 2 miles from Clear Lake to the Clearwater River, just south Watkins. County Ditch 44 has been channelized throughout the entire reach. There is one biological monitoring station (09UM029) that was sampled for fish and macroinvertebrates in 2009 (Figure 24). County Ditch 44 was assessed in 2019 as part of the TALU assessment process for assessing channelized streams. The UAA process determined that County Ditch 44 should be assessed under the general use criteria, due to fair habitat scores. This assessment resulted in new fish and macroinvertebrate impairments. The fish stream class is class 6 (Northern Headwaters), and the macroinvertebrate stream class is class 5 (Southern Streams Riffle/Run).	No	County Ditch 44	Surface Water	Altered Hydrology	General Statement
Stressor Identification Update 2022	County Ditch 44 stressors: phosphorus, dissolved oxygen, potentially TSS, altered hydrology, habitat and geomorphology	Yes	County Ditch 44	Surface Water	Altered Hydrology	Potential Priority Issue
Stressor Identification Update 2022	County Ditch 20 (07010203-738) Impairment: County Ditch 20 (AUID -738) flows for 1.4 miles from Hwy 55 to Unnamed Creek, 2 miles south of Watkins. County Ditch 20 has been channelized throughout the entire reach. There is one biological monitoring station (09UM030) that was sampled for fish and macroinvertebrates in 2009 (Figure 24). County Ditch 20 was assessed in 2019 as part of the TALU assessment process for assessing channelized streams. The UAA process determined that County Ditch 20 should be assessed under the modified use criteria. This assessment resulted in new fish and macroinvertebrate impairments. The fish stream class is class 6 (Northern Headwaters), and the macroinvertebrate stream class is class 5 (Southern Streams Glide/Pool).	No	County Ditch 20	Surface Water	Altered Hydrology	General Statement
Stressor Identification Update 2022	County Ditch 20 stressors: phosphorus, dissolved oxygen, potentially TSS, lack of habitat, altered hydrology, geomorphology	Yes	County Ditch 20	Surface Water	Altered Hydrology	Potential Priority Issue
Stressor Identification Update 2022	Threemile Creek (07010203-564) Impairment: Threemile Creek (AUID -564) flows for 3 miles from just west of CR 1 to the confluence with the outlet of Laura Lake, 3 miles north of South Haven. Threemile Creek is mostly natural, with one short section that is channelized. There is one biological monitoring station (12UM146) that was sampled for fish and macroinvertebrates in 2012 (Figure 35). Threemile Creek was assessed as a coldwater stream in 2021, which resulted in new fish and macroinvertebrate impairments. The fish stream class is class 11 (Northern Coldwater), and the macroinvertebrate stream class is class 9 (Southern Coldwater).	No	Threemile Creek 564	Surface Water	Altered Hydrology	General Statement
Stressor Identification Update 2022	Threemile Creek stressors: altered hydrology and geomorphology, habitat, connectivity (fish barrier)	Yes	Threemile Creek	Surface Water	Altered Hydrology	Potential Priority Issue

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
Stressor Identification Update 2022	Unnamed Creek (07010203-684) Delisting: Unnamed Creek (AUID -684) flows for 1.7 miles from just west of CR 7 to the confluence with the Elk River, six miles southeast of St. Cloud. Half of Unnamed Creek has been channelized. There is one biological monitoring station (09UM006) that was sampled for fish and macroinvertebrates in 2009, and then repeated in 2019 (Figure 46). Fish were listed on the impaired waters list in 2002, and macroinvertebrates were listed in 2006. The fish stream class is class 7 (Low Gradient), and the macroinvertebrate stream class is class 6 (Southern Forest Streams Glide/Pool). After the 2019 sampling, the fish and macroinvertebrate IBI scores vastly improved which prompted a delisting for both communities. Due to the improved scores, SID staff investigated the creek to try to determine the cause of the improved scores. As part of this investigation, it was discovered that the culvert had been replaced at the 45th Ave SE crossing (Figure 48)	No	Unnamed Creek 684	Surface Water	Altered Hydrology	Implementation Strategy
Stressor Identification Update 2022	St. Francis River, West Branch (07010203-693) Impairment: The St. Francis River, West Branch (AUID -693) flows for 1.1 miles from just west of CR 6 to the confluence with the St. Francis River, 2.5 miles northeast of Foley. The St. Francis River, West Branch has remained natural and has not been channelized. There is one biological monitoring station (09UM036) that was sampled for fish and macroinvertebrates in 2009 and then repeated in 2019 and 2020 (Figure 50). St. Francis River, West Branch was assessed in 2019, which resulted in new fish and macroinvertebrate impairments. The fish stream class is class 6 (Northern Headwaters), and the macroinvertebrate stream class is class 4 (Northern Forest Streams Glide/Pool).	No	St. Francis River, West Branch	Surface Water	Altered Hydrology	General Statement
Stressor Identification Update 2022	St. Francis River, West Branch stressors: phosphorus (secondary stressor), altered hydrology and geomorphology, connectivity, habitat.	Yes	St. Francis River, West Branch	Surface Water	Altered Hydrology	Potential Priority Issue
Stressor Identification Update 2022	County Ditch 22 (07010203-695) Impairment: County Ditch 22 (AUID -695) flows for 3.7 miles from just upstream of CR 3, to the confluence with the St. Francis River, 1.5 miles south of Santiago. County Ditch 22 has been channelized throughout the entire reach. There is one biological monitoring station (09UM040) that was sampled for fish in 2009 (Figure 56). Macroinvertebrates were attempted to be sampled in 2009 as well, however, dry stream conditions impeded the sample. County Ditch 22 was assessed in 2019, as part of the TALU assessment process for assessing channelized streams. The UAA process determined that County Ditch 22 should be assessed under the modified use criteria. This assessment resulted in a new fish impairment. The fish stream class is class 7 (Low Gradient).	No	County Ditch 22	Surface Water	Altered Hydrology	General Statement
Stressor Identification Update 2022	Unnamed Creek (07010203-743) Impairment: Unnamed Creek (AUID -743) flows for ¾ of a mile from just upstream of 47th Street SE, to just upstream of 57th Street, 2.6 miles northeast of Clear Lake. Unnamed Creek has been channelized throughout the entire reach. There is one biological monitoring station (09UM008) that was sampled for fish and macroinvertebrates in 2009 (Figure 62). Unnamed Creek was assessed in 2019, as part of the TALU assessment process for assessing channelized streams. The UAA process determined that Unnamed Creek should be assessed under the modified use criteria. This assessment resulted in a new fish impairment. The fish stream class is class 7 (Low Gradient).	No	Unnamed Creek 743	Surface Water	Altered Hydrology	Potential Priority Issue

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Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
Stressor Identification Update 2022	Snake River (07010203-529) Impairment: The Snake River (AUID -529) flows for 2.8 miles from just downstream of 112th Street SE, to the confluence with the outlet of Eagle Lake, just southwest of Eagle Lake. The Snake River has been channelized throughout the entire reach. There is one biological monitoring station (09UM013) that was sampled for fish and macroinvertebrates in 2009, and then repeated in 2019 (Figure 67). The Snake River was assessed in 2021, which determined that the Snake River has cold water temperatures, Mississippi River-St. Cloud Stressor Identification Report • September 2022 Minnesota Pollution Control Agency 93 and should be held to coldwater stream standards. This assessment resulted in a new fish impairment. The fish stream class is class 11 (Northern Coldwater) and the macroinvertebrate stream class is class 9 (Southern Coldwater). Data and Analyses The two AUIDs (-558 and -529) that are impaired on the Snake River are connected in close proximity, and therefore, will be discussed together for the purposes of this report. Snake River reaches 558 and 529 stressors: phosphorus (potential), TSS (potential), lack of habitat (direct), altered hydrology, geomorphology, connectivity	Yes	Snake River	Surface Water	Altered Hydrology	Potential Priority Issue

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Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
Stressor Identification Update 2022	Unnamed Creek (07010203-745) Impairment: Unnamed Creek (also known as Sherburne County Ditch #19) (AUID -745) flows for 0.8 of a mile from south of 82nd Street SE, to the just south of 97th Street. Unnamed Creek has been channelized throughout the entire reach. There is one biological monitoring station (09UM012) that was sampled for fish and macroinvertebrates in 2009 (Figure 76). Unnamed Creek was assessed in 2019, as part of the TALU assessment process for assessing channelized streams. The UAA process determined that Unnamed Creek should be assessed under the modified use criteria. This assessment resulted in a new fish impairment. The fish stream class is class 6 (Northern Headwaters) and the macroinvertebrate stream class is class 6 (Southern Forest Streams Glide/Pool)	No	Unnamed Creek 745	Surface Water	Altered Hydrology	General Statement
Stressor Identification Update 2022	Unnamed Ditch – Sherburne County Ditch #1 (07010203-523) Impairment: Unnamed Ditch - Sherburne County Ditch #1 (AUID -523) flows for 5.9 miles from Fremont Lake to Tibbets Brook, 5 miles southwest of Zimmerman. Unnamed Ditch - Sherburne County Ditch #1 has been channelized throughout the entire reach. There is one biological monitoring station (09UM019) that was sampled for fish in 2009 and sampled for macroinvertebrates in 2010 (Figure 80). Unnamed Ditch - Sherburne County Ditch #1 was assessed in 2019, as part of the TALU assessment process for assessing channelized streams. The UAA process determined that Unnamed Ditch - Sherburne County Ditch #1 should be assessed under the modified use criteria. This assessment resulted in a new macroinvertebrate impairment. The fish stream class is class 6 (Northern Headwaters) and the macroinvertebrate stream class is class 6 (Southern Forest Streams Glide/Pool).	No	Unnamed Ditch/Sherburne County Ditch #1	Surface Water	Altered Hydrology	General Statement
City of St. Cloud Stormwater Management Plan	The Mississippi River has two dams in the St. Cloud area. The Sartell Dam is upstream of County Highway 29 in the City of Sartell. The Dam rises about 20 feet and generates hydroelectric power for the Sartell Paper Mill. Downstream of the Sartell Dam, the St. Cloud Dam rises approximately 23 feet above the Mississippi just downstream of University Drive. This Dam also generates hydroelectric power and is owned by the City of St. Cloud.	No	Mississippi River	Surface Water	Altered Hydrology	General Statement
BWSR Priority Concern Letter, December 20th, 2022	Altered Hydrology –Land use changes and drainage via tiling and channel modification/realignment has altered the speed, timing, and intensity with which water moves through the landscape. This change in flow patterns can result in higher peak flows and reduced baseflow that can destabilize channels, increase erosion rates, and damage wildlife habitat. The partnership should seek to stabilize flow Minnesota Board of Water & Soil Resources • www.bwsr.state.mn.us regimes and mitigate the damage from areas in which land use and land management changes have significantly altered the historic hydrology.			Surface Water	Altered Hydrology	Potential Priority Issue
DNR Priority Concern Letter, January 26, 2023	Reconnect stream corridors and floodplains by evaluating and then modifying culverts and dams to allow for the passage of fish and other aquatic life.	No		Surface Water	Altered Hydrology	Implementation Strategy
DNR Priority Concern Letter, January 26, 2023	Issue: Changing weather patterns Water storage and retention in upland areas is essential to combat the effects of altered hydrology. A forthcoming DNR Evaluation of Hydrologic Change (EHC) Technical Summary for this watershed indicates stable hydrologic conditions with adequate water storage for current conditions. We recommend focusing on protection of existing storage capacity and expand storage, when possible, to protect against future changes in precipitation and weather patterns.	Yes		Surface Water	Altered Hydrology	Potential Priority Issue
DNR Priority Concern Letter, January 26, 2023	Increase floodplain connectivity and protect off-channel water storage. The DNR can help identify and target priority areas.	No		Surface Water	Altered Hydrology	Implementation Strategy
Priority Issues & Descriptions, Wright County, January 11, 2023	Altered hydrology changes the timing of water and volume of water delivered downstream.	Yes		Surface Water	Altered Hydrology	Potential Priority Issue

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Aquatic Habitat

RESPONSE LETTERS WATER PLANS REPORTS

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcate	NOTES
MPCA Watershed Assessment and Trends Update, August 2022	Across the watershed, there has been a statistically significant improvement in both fish and macroinvertebrate community condition over the last 10 years.	No	NA	Habitat and Natural Resources	Aquatic Habitat	General Statement
MPCA Watershed Assessment and Trends Update, August 2022	Stressors that are likely influencing these communities include excess nutrient inputs from agricultural and urban land uses. Most of the assessed lakes (21) are in basins with greater than 50% disturbed land use, and all the impaired and vulnerable lakes are in highly disturbed basins. Degraded and/or developed shorelines are another likely stressor. Most of the unimpaired lakes had shoreline habitat scores that are considered moderate or high, and all impaired lakes had shoreline habitat scores of very low, or low.	Yes	NA	Habitat and Natural Resources	Aquatic Habitat	Potential Priority Issue
MPCA Watershed Assessment and Trends Update, August 2022	The average macroinvertebrate IBI score for the watershed increased by 12.0 points between 2009 and 2019, which represents a statistically significant increase. Similarly, FIBI scores across the MRSCW increased by 8.2 points, which was also a statistically significant increase	No	NA	Habitat and Natural Resources	Aquatic Habitat	General Statement
Stressor Identification Update 2022	Johnson Creek (07010203-639) Impairment: fish due to aquatic habitat conditions (including hydrology and geomorphology)	No	Johnson Creek	Habitat and Natural Resources	Aquatic Habitat	General Statement
Stressor Identification Update 2022	Plum Creek (07010203-740) Impairment: Plum Creek (AUID -740) flows for just under a mile from 13th Ave to CSAH 45, before eventually flowing into Lake Maria, four miles west of Clearwater. Plum Creek has been channelized throughout its entire reach. There is one biological monitoring station (09UM028) that was sampled for fish in 2009 (Figure 19). Plum Creek was assessed in 2019 as part of the TALU assessment process for assessing channelized streams. The UAA process determined that Plum Creek should be assessed under the modified use criteria, which resulted in a new fish impairment. The fish stream class is class 7 (Low Gradient).	No	Plum Creek	Habitat and Natural Resources	Aquatic Habitat	General Statement

Stressor Identification Update 2022	Threemile Creek (07010203-545) Impairment: Threemile Creek (AUID - 545) flows for 3.4 miles from the outlet of Laura Lake to just upstream of Otter Lake, 2.7 miles east of South Haven. Threemile Creek remains natural throughout the entire reach. There is one biological monitoring station (09UM032) that was sampled for fish and macroinvertebrates in 2009, 2012, 2013, and 2019 (Figure 35). Threemile Creek was assessed as a coldwater stream in 2021, which resulted in a new fish impairment. The fish stream class is class 11 (Northern Coldwater), and the macroinvertebrate stream class is class 9 (Southern Coldwater).	No	Threemile Creek 545	Habitat and Natural Resources	Aquatic Habitat	General Statement
2018-2028 Benton County Comprehensive Local Water Management Plan	Mayhew Creek, Mayhew Lake, Donovan Lake, Elk River, and the St. Francis River in the Mississippi River – St. Cloud watershed are each impaired for either aquatic consumption (mercury in fish tissue), aquatic recreation (bacteria, nutrients), or aquatic life (aquatic macroinvertebrate bioassessments, fish bioassessments).	Yes	Mayhew Creek, Mayhew Lake, Donovan Lake, Elk River & St. Francis River	Habitat and Natural Resources	Aquatic Habitat	Potential Priority Issue
AIS Management Plans	AIS management plans exist and were provided for Stearns, Sherburne, and Wright Counties. Details of these plans are not aggregated due to lack of focus on AIS in 1W1Ps, however these plans will be referenced and utilized throughout the planning process as appropriate.	No		Habitat and Natural Resources	Aquatic Habitat	General Statement
Integrated Pest Management Plan for Common Carp in Big Eagle Lake, Sherburne County 2022	Carp can have direct and indirect negative effects on water quality by uprooting submergent and emergent aquatic vegetation and by releasing phosphorous sequestered in lake sediments. The phosphorus is then available to free floating algae and can lead to an increase in total phosphorous and Chlorophyll-a concentrations in the lake and to a decrease in water clarity. By removing the carp from the system, both the phosphorus within the carp carcass and the amount that would typically be excreted will be completely removed, while also abating the release of phosphorus created by foraging behavior.	No	NA	Habitat and Natural Resources	Aquatic Habitat	Implementation Strategy
Integrated Pest Management Plan for Common Carp in Big Eagle Lake, Sherburne County 2022	207 wetlands within the Big Eagle Watershed, and can act as spawning ground.	No	NA	Habitat and Natural Resources	Aquatic Habitat	General Statement

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Big Lake & Lake Mitchell Stormwater Retrofit Analysis	Water quality monitoring conducted by the Big Lake Community Lakes Association (BLCLA) over a period of 20+ years has shown no detectable water chemistry trends, but each lake's clarity is slowly improving and both remain within a Mesotrophic state. However, monitoring of chloride has shown a steady increase in lake concentrations over the past 20 years, from 20 ug/L to 40 ug/L. The BLCLA and City of Big Lake have formed a collaborative partnership to take a proactive approach to preserving the condition of their lake. Their activities have included addressing concerns with aquatic invasive species prevention and management, lake ecology education, wildlife and recreational opportunities, and pollution mitigation. The City of Big Lake also oversees a Municipal Separate Storm Sewer System (MS4) permit through the State of Minnesota	No	Big Lake Community Lakes	Habitat and Natural Resources	Aquatic Habitat	Implementation Strategy
Elk River Bacteria and Turbidity TMDL, Big Elk Lake and Mayhew Lake Nutrient TMDLs January 2009	the turbidity impairment in the Elk River is likely driven by algae resulting from nutrient impairments in the headwaters lakes (Big Elk Lake); thus, nutrient loading analysis proposed for the lake nutrient TMDLs will assist in quantifying the portion of the turbidity impairment due to algae.	Yes	Elk River	Habitat and Natural Resources	Aquatic Habitat	Potential Priority Issue
Elk River Bacteria and Turbidity TMDL, Big Elk Lake and Mayhew Lake Nutrient TMDLs January 2009	As such, the waters identified here are considered Class 2B which refers to those State waters that are identified to support aquatic life (warm and cool water fisheries and are not protected for drinking water) and recreation (swimming).	No		Habitat and Natural Resources	Aquatic Habitat	General Statement
Elk River TMDL Phase II Report September 2010	Improved water clarity within the lake would likely increase the percentage of the lake with submerged plant growth. An increase in the submerged aquatic plant base in Mayhew Lake may help to consume and remove nutrients in the water column as well as provide additional habitat for fish and wildlife as long as the plant community is native and not dominated by plants shown to degrade water quality such as curly leaf pond weed.	No	Mayhew Lake	Habitat and Natural Resources	Aquatic Habitat	General Statement
DNR Priority Concern Letter, January 26, 2023	Protect unique fisheries supporting important species such as tullibee in the Sugar Lake and Clearwater River areas.	No		Habitat and Natural Resources	Aquatic Habitat	Implementation Strategy

Aquatic Recreation

RESPONSE LETTERS WATER PLANS REPORTS

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
Nonpoint Success Story Minnesota	Plum Creek was listed as impaired for failing the state's aquatic recreation standards for bacteria contamination in 2012. Restoring this stream was important because of the recreational uses of the stream and the use of the Mississippi River as a drinking water resource for downstream municipalities. Through locally led watershed management, bacteria loading was reduced and now meets water quality standards.	No	Plum Creek	Quality of Life	Aquatic Recreation	Implementation Strategy
WRAPS 2015	Of the 79 lakes that were monitored 36 lakes were classified as impaired for aquatic recreation, 34 lakes were classified as supporting, and 9 lakes had insufficient data to make a determination. At this time, unlike streams, lakes are not monitored and assessed for impacts to aquatic life	No	NA	Quality of Life	Aquatic Recreation	General Statement
2003 Mississippi Scenic Riverway Draft Management Plan	Valued for recreation, especially fishing. Also for canoeing, birdwatching, and picnics.	No	Mississippi River	Quality of Life	Aquatic Recreation	General Statement
2003 Mississippi Scenic Riverway Draft Management Plan	Vision Goals Riverway Relaxation and Recreation - Opportunities to experience quiet and peaceful surroundings exist along the river. - The river landscape provides unique and scenic settings for parks, trails, and public open spaces as well as enhancing the recreational experiences available. - Opportunities to participate in water recreation activities (e.g. boating, canoeing, kayaking or tubing) in quiet, relaxing and uncrowded conditions exist on the river. - The river corridor provides unique opportunities to observe a large variety of wildlife, (e.g. bald eagles and osprey). - Access to the river is provided through a variety of means such as boat launches, parks, trails and roads.	No	Mississippi River	Quality of Life	Aquatic Recreation	Goal
2003 Mississippi Scenic Riverway Draft Management Plan	Impacts to the River from Recreational Use As recreational use increases, so do impacts to the resources, which could lead to alterations in the river's soils, vegetation, wildlife, and water quality in highly used areas of the corridor. Shorelines can be eroded and vegetation trampled at landings, campsites, and on private land. People looking for solitude and an undisturbed natural setting can have a degraded river experience if too many recreational users are on the river.	Yes	Mississippi River	Quality of Life	Aquatic Recreation	Potential Priority Issue
DNR Priority Concern Letter, January 26, 2023	Issue: Recreational opportunities The Mississippi River - St. Cloud watershed has many outdoor recreational opportunities to experience amongst the extensive forest, lake, and stream resources. Population growth in the watershed has been estimated at 6% annually, with much of the related development occurring along the I-94 highway corridor. As development continues, protect the watershed's forest, aquatic, cultural and recreational resources and expand access to them.	Yes		Quality of Life	Aquatic Recreation	Potential Priority Issue
DNR Priority Concern Letter, January 26, 2023	Maintain, repair, and expand public recreational opportunities such as canoeing, camping and ATV trails.	No		Quality of Life	Aquatic Recreation	Implementation Strategy

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MPCA Priority Concern Letter, January 13th, 2023	Consider multiple uses when evaluating/prioritizing strategies for water quality protection. This approach takes into consideration that efforts to solve our clean water needs are not separate from other conservation and recreational needs. The MRSCW has a large number of rare features and/or sites of biodiversity significance that will greatly benefit from the implementation of strategic conservation practices aimed at the restoration and protection of the water resources in the MRSCW. Important recreational examples include the MR designation within the MRSCW as a wild and scenic river and serving as a popular route for day- long canoe trips. This portion of the river also provides excellent recreational fishing opportunities and is recognized for its high-quality smallmouth bass fishing.	No	Quality of Life	Aquatic Recreation	Implementation Strategy

Data and Studies Avalibility

RESPONSE LETTERS WATER PLANS REPORTS

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
Data Collection						
Sherburne County Comprehensive Land Use Plan 2010-2030	Sherburne County Planning and Zoning conducts surface water monitoring, along with LGUs and volunteers. Page 39	No	NA	Data Studies Monitoring	Data Collection	General Statement
MPCA Watershed Assessment and Trends Update, August 2022	Water clarity trends were improving on 17 different lakes and only slightly declining on three (Albion, Fish, and Crooked). Thirteen lakes showed no change	No	Albion, Fish, Crooked	Data Studies Monitoring	Data Collection	General Statement
MPCA Watershed Assessment and Trends Update, August 2022	Average fish and macroinvertebrate community IBI scores in the watershed were statistically higher between 2009 and 2019. This watershed demonstrates some of the most dramatic positive changes over the 10-year time period compared to other Minnesota watersheds for which this analysis has been done	Yes	NA	Data Studies Monitoring	Data Collection	Potential Priority Issue
MPCA Watershed Assessment and Trends Update, August 2022	Four streams and four lakes were removed from the impaired waters list (delisting). These delistings highlight the collaborative efforts by landowners and local partners to improve water quality through on-the-ground practices and outreach. Plum Creek highlights this effort with local partners leading the charge to identify and address the water quality issues and collect the data necessary to identify change.	Yes	Plum Creek	Data Studies Monitoring	Data Collection	Potential Priority Issue
MPCA Watershed Assessment and Trends Update, August 2022	During fish sampling, a total of 46 species were captured in 31 lakes. Eleven of these species are considered to be intolerant to anthropogenic stressors, while five species are considered to be tolerant to shoreline and watershed stressors. A total of 87 fish species and 303 macroinvertebrate taxa were captured in streams.	No	NA	Data Studies Monitoring	Data Collection	General Statement
MPCA Watershed Assessment and Trends Update, August 2022	Many of the largely popular recreational lakes had improving clarity trends (Clearwater, Orono, Big, Mitchell, etc.)	No	Clearwater, Orono, Big, Mitchell	Data Studies Monitoring	Data Collection	General Statement
MPCA Watershed Assessment and Trends Update, August 2022	The Watershed Pollutant Load Monitoring Network (WPLMN) has three monitoring stations within the MRSCW. The Clearwater and Elk Rivers discharge directly into Mississippi River, while the St. Francis River discharges into the Elk River shortly before its confluence with the Mississippi River. All three subwatershed stations are sampled from snow melt through October 31 annually.	No	Clearwater River, Elk River, Mississippi River, St. Francis River	Data Studies Monitoring	Data Collection	General Statement

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Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
MPCA Watershed Assessment and Trends Update, August 2022	There are 64 lakes with some level of transparency data in this watershed, thanks in large part to volunteer monitoring. Of those 64 lakes, 58 have enough data to estimate a long-term change in clarity if it were present (i.e., at least 50 Secchi measurements over eight years). An improving trend was noted in 16 lakes, including some of the most heavily used recreational lakes (Clearwater, Orono, Big, Mitchell, etc.) while only three showed a decline (Albion, Fish, and Crooked) (Figure 7).	No	Clearwater Lake, Orono, Big, Mitchell, Albion, Fish, Crooked	Data Studies Monitoring	Data Collection	General Statement
Stressor ID Summary 2014	Intensive watershed monitoring and assessment, and stressor identification have allowed for a much better understanding of the condition of aquatic life and unique hydrologic characteristics of the watershed. The next round of intensive monitoring is set to begin in 2019	No	NA	Data Studies Monitoring	Data Collection	General Statement
Stressor Identification Update 2022	Biological sampling from the cycle II monitoring effort resulted in four stream reaches being assessed as having impaired fish and/or macroinvertebrate communities. One reach was also identified as vulnerable to future impairment, and another reach was able to be delisted due to restoration action. In addition to the four new impairments from the cycle II monitoring, eight stream reaches that were sampled in the first cycle, but were deferred due to being channelized, were also assessed as impaired. These reaches, along with two additional reaches that were not investigated from cycle I were brought into the SID update process.	No	NA	Data Studies Monitoring	Data Collection	General Statement
Stearns County Local Water Management Plan Amendment September 19th, 2017	Based on the water clarity readings taken as part of the Minnesota Citizen Lake Monitoring Program, 17 lakes show improving clarity, 29 are remaining the same and only two are deteriorating.	No	NA	Data Studies Monitoring	Data Collection	General Statement
Stearns County Local Water Management Plan Amendment September 19th, 2020	Introduction to Amendments to the Priority Concern: Impaired Waters Broad assessment of the County's water quality has been largely undertaken by the MPCA through its 10-Year Intensive Monitoring Program and will not be duplicated at the County level. However, it will still be necessary for monitoring to be done to pinpoint sources of contaminants on a subwatershed level.	No	NA	Data Studies Monitoring	Data Collection	General Statement
Wright County Private Well Pesticide Sampling Project Results Summary	The relationship between pesticide detections and nitrate concentration range in Wright County is presented in Figure 3, based upon the 177 samples that were collected in 2019. In general, as the concentration of nitrate increased, the likelihood of detecting at least one pesticide increased.	Yes	NA	Data Studies Monitoring	Data Collection	Potential Priority Issue

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
Wright County: Final Overview of Nitrate Levels in Private Wells 2018-2019	The results from the initial and final well datasets are summarized in the table and figures below. In the initial dataset none of the five townships tested had more than 10% of the wells over the Health Risk Limit (HRL) of 10 mg/L of nitrate-nitrogen (map below). The final percent of wells over the HRL in each township ranged from 0.0% to 2.4%. The Wright County Final Report will be available on the MDA website in 2021: www.mda.state.mn.us/townshiptesting.	No	NA	Data Studies Monitoring	Data Collection	General Statement
Final Township Testing Nitrate Report: Wright County 2018-2019 MDA	In 2018, private wells in the Wright County study area (five townships) were sampled for nitrate-N. Samples were collected from private wells using homeowner collection and mail-in methods. These initial samples were collected from 1,315 wells representing an average response rate of 36 percent of homeowners. Well log information was obtained when available and correlated with nitrate-N results. Initial well dataset results showed that across the study area, 2.4 percent of private wells sampled were at or above the health standard of 10 mg/L for nitrate-N. Based on the initial results, it is estimated that 471 residents could be consuming well water with nitrate-N at or over the HRL.	Yes	NA	Data Studies Monitoring	Data Collection	Potential Priority Issue
Final Township Testing Nitrate Report: Wright County 2018-2019 MDA	Over a recent 17-year period (2002-2018), 5,070 construction permits for new, replacement, or repairs for SSTS were issued. Of all the reported septic systems in Wright County, 26 percent are newer than 2002 or have been repaired since 2002 (MPCA, 2019a).	No	NA	Data Studies Monitoring	Data Collection	General Statement
Assessment Report - Big Eagle Lake 2020	Altered Hydrology –Land use changes and drainage via tiling and channel modification/realignment has altered the speed, timing, and intensity with which water moves through the landscape. This change in flow patterns can result in higher peak flows and reduced baseflow that can destabilize channels, increase erosion rates, and damage wildlife habitat. The partnership should seek to stabilize flow Minnesota Board of Water & Soil Resources • www.bwsr.state.mn.us regimes and mitigate the damage from areas in which land use and land management changes have significantly altered the historic hydrology.		Big Eagle Lake	Data Studies Monitoring	Data Collection	General Statement
Briggs Chain 2018 Flood Study	Reconnect stream corridors and floodplains by evaluating and then modifying culverts and dams to allow for the passage of fish and other aquatic life.	No	Briggs Creek	Data Studies Monitoring	Data Collection	General Statement
Lake Orono Stormwater Retrofit Analysis	Issue: Changing weather patterns Water storage and retention in upland areas is essential to combat the effects of altered hydrology. A forthcoming DNR Evaluation of Hydrologic Change (EHC) Technical Summary for this watershed indicates stable hydrologic conditions with adequate water storage for current conditions. We recommend focusing on protection of existing storage capacity and expand storage, when possible, to protect against future changes in precipitation and weather patterns.	No	Lake Orono	Data Studies Monitoring	Data Collection	General Statement
Elk River TMDL Phase II Report September 2010	Increase floodplain connectivity and protect off-channel water storage. The DNR can help identify and target priority areas.	No	Mayhew Lake & Big Elk Lake	Data Studies Monitoring	Data Collection	General Statement
Elk River TMDL Phase II Report September 2010	Elk River Bacteria A load reduction of 72.5% is required in terms of E.Coli within the listed reach to meet the State standards.	No	TMDL Elk & September Elk Elk	Data Studies Monitoring	Data Collection	General Statement
Elk River TMDL Phase III Report June 2012	PHOSPHORUS: Total maximum daily total phosphorus load (lb/day) Mayhew Lake 4.67 lbs P/day (1,705 lbs P/year) Big Elk Lake 25.1 lbs P/day (9,163 lbs P/year)	No	Mayhew Lake & Big Elk Lake	Data Studies Monitoring	Data Collection	General Statement
Elk River TMDL Phase III Report June 2012	TMDL for Elk River reach 579 for TSS/Turbidity and e.coli have values for high flow, wet, mid-range, dry, and low flow which can be pulled from the TMDL as needed.	No	Elk River	Data Studies Monitoring	Data Collection	General Statement
Elk River TMDL Phase III Report June 2012	WWTP wasteload allocations may also be pulled from the TMDL document for Foley, Gilman, Becker, Goenner Poultry LLC, Eiler Bros, MS4s and NPDES construction permits	No	TMDL Elk & June Elk Elk	Data Studies Monitoring	Data Collection	General Statement

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Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
Elk River TMDL Phase III Report June 2012	Internal Load Allocation Mayhew Lake 1.74 lbs/day phosphorus; Big Elk Lake 11.15 lbs/day phosphorus	No	Mayhew Lake & Big Elk Lake	Data Studies Monitoring	Data Collection	General Statement
Elk River TMDL Phase III Report June 2012	Atmospheric and Groundwater Load Allocation Mayhew Lake 0.59 lbs/day phosphorus; Big Elk Lake 3.74 lbs/day phosphorus	No	Mayhew Lake & Big Elk Lake	Data Studies Monitoring	Data Collection	General Statement
Elk River TMDL Phase III Report June 2012	Direct Watershed & Tributary Loads Mayhew Lake 2.34 lbs/day phosphorus; Big Elk Lake 2.26 lbs/day phosphorus	No	Mayhew Lake & Big Elk Lake	Data Studies Monitoring	Data Collection	General Statement
Elk River TMDL Phase III Report June 2012	Septic Systems load allocation Mayhew Lake 0.0 lbs/day phosphorus Big Elk Lake 0.0 lbs/day phosphorus	No	Mayhew Lake & Big Elk Lake	Data Studies Monitoring	Data Collection	General Statement
Final township testing nitrate report: Stearns County 2014-2015	Potential point sources of nitrogen in Stearns County: SSTS, feedlots, fertilizer storage location, fertilizer spills and investigations	Yes		Data Studies Monitoring	Data Collection	Potential Priority Issue
DNR Priority Concern Letter, January 26, 2023	Design stream crossings to address proper stream dimension, pattern, profile, and floodplain connectivity (i.e. install flood relief culverts) to reduce sedimentation, erosion, and ensure ecological function. Follow the DNR guidelines outlined in “Best Practices for Meeting DNR General Public Waters Work Permit GP2004-001” and “Geomorphic Approach to Infrastructure Design at Road/River Intersections” when building or replacing crossings. Consider conducting an inventory of crossings. Contact DNR staff regarding ongoing efforts to inventory culverts and coordinate inventorying, prioritization, and project implementation; the DNR may be able to assist in these efforts.	No		Data Studies Monitoring	Data Collection	Implementation Strategy
MDA Priority Concern Letter, January 25, 2023	Four counties (Benton, Sherburne, Stearns and Wright) had townships in the Township Testing Program (TTP) in this watershed.In the final results map below, two townships had 10% or more of wells at or over 10 mg/L of nitrate. Five townships had 5<10% of wells at or over 10 mg/L of nitrate, while Eight townships had less than 5% of wells over 10 mg/L of nitrate. In the final data set for these townships, a total of 3,935 wells remained and 196 were at or over 10 mg/L. Detailed sampling results are available at Township (Nitrate) Testing Program (http://www.mda.state.mn.us/townshiptesting). Note: Watab and French Lake townships were not included in the analysis, since such a small portion of each are in the watershed.	No		Data Studies Monitoring	Data Collection	General Statement

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
MDA Priority Concern Letter, January 25, 2023	Historical Monitoring The 32 sites which are not currently sampled were either MN DNR observation wells, USGS monitoring wells, or domestic wells. Some of these sites were sampled once and others were sampled several times before they were removed from the network. The five domestic sites were sampled once in 1988 for atrazine and nitrate. Atrazine was not detected. Nitrate concentrations ranged from < 0.5 to 7.5 mg/L. The other 27 sites were sampled between 1985 through 1996. Atrazine concentrations ranged from not detected to 42,400 ng/L. The site with the elevated atrazine was sampled from 1986 through 1995. Atrazine concentrations at the site decreased over that time and by 1995, the concentrations ranged from 25 to 160 ng/L, below the human health reference values. The site was a DNR observation well which was sealed in 2010. Nitrate-nitrite (nitrate) concentrations from the 27 sites ranged from < 0.5 to 86.8 mg/L. The health risk limit (HRL) for nitrate is 10 mg/L.	Yes		Data Studies Monitoring	Data Collection	Potential Priority Issue
MDA Priority Concern Letter, January 25, 2023	Current Monitoring The five sites that the MDA currently samples within this watershed has been sampled annually or semiannually since 2000. Twenty six different pesticides or pesticide breakdown products (or degradates) have been detected in the well. None have exceeded human health reference values. Nitrate-nitrite (nitrate) concentrations range from 0.86 to 54.2 mg/L. The health risk limit (HRL) for nitrate is 10 mg/L. Monitoring of the MDA's site in the watershed is expected to continue into the future.	Yes		Data Studies Monitoring	Data Collection	Potential Priority Issue
MDA Priority Concern Letter, January 25, 2023	PWPS Project Results: The county, the year it was sampled, number of wells, and the number of townships that were sampled are listed below: • Benton (2017, 2020) – 125 wells in three townships • Sherburne (2016, 2019, 2020) – 309 wells in six townships • Stearns (2016, 2020) – 86 wells in four townships • Wright (2019, 2020) – 180 wells in five townships The number of pesticides or pesticides degradates that were detected in wells in each county is listed below: • Benton – 30 Sherburne – 36 • Stearns – 21 • Wright – 31 None of the wells in Benton or Stearns Counties had a concentration that exceeded an established human health reference value for the compounds. There was one well in Sherburne County that had an exceedance of the reference value for diuron in 2016, and there were two wells in Wright County that had an exceedance of the reference value for total cyanazine in 2019.	No		Data Studies Monitoring	Data Collection	General Statement

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Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
MDA Priority Concern Letter, January 25, 2023	Nitrate concentrations within the townships tested ranged from <0.05 to 39 mg/L. The HRL for nitrate is 10 mg/L. The list below presents the number of wells in each county that had a nitrate concentration that exceeded the nitrate health reference value. • Benton – 17 • Sherburne – 73 • Stearns – 15 • Wright – 10 The MDA performed follow-up sampling for atrazine and cyanazine degradates in Minden Township in Benton County in 2022, due to those compounds not previously being a part of the analysis during sampling in 2017. This data is still being reviewed and is not yet available for release. Then, the MDA will be performing follow-up sampling for atrazine and cyanazine degradates in Big Lake Township in Sherburne County in 2023, due to those compounds not previously being a part of the analysis during sampling in 2016.	No		Data Studies Monitoring	Data Collection	General Statement
MDA Priority Concern Letter, January 25, 2023	Surface Water Rivers and Streams The MDA has completed 38 pesticide water quality sample collection events from 15 river and stream locations from 1991 through 2011. Two locations were sampled 12 times each from1991 through 2003 or from 2005 through 2007. The other 13 locations were sampled once or twice from 2007 through 2011. No pesticide was detected in any sample above 50% of the lowest applicable surface water reference value (state standard or United States Environmental Protection Agency (USEPA) aquatic life benchmark).	No		Data Studies Monitoring	Data Collection	General Statement
MDA Priority Concern Letter, January 25, 2023	Lakes The MDA completed 4 pesticide water quality sample collection events from 4 lake locations in 2017. Detections were primarily limited to breakdown products of commonly used herbicides. All detections were low relative to the lowest applicable surface water reference value (state standard or USEPA aquatic life benchmark)	No		Data Studies Monitoring	Data Collection	General Statement
MDA Priority Concern Letter, January 25, 2023	Wetland The MDA completed wetland monitoring at 1 wetland in 2016. A low level detection of a widely used herbicide was the only pesticide detection, and the detection was low relative to the lowest applicable surface water reference value (USEPA aquatic life benchmark).	No		Data Studies Monitoring	Data Collection	General Statement

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
Data Gaps						
WRAPS 2015	There are several designated trout streams in the watershed; many of which have not been monitored for water quality. The watershed partners feel it is important to gather data on these streams to ensure the water quality is not degraded. Designated trout streams include: Briggs Creek and Snake River in Sherburne County; and Willow Creek, Spring Brook, Thiel Creek, Fairhaven Creek, Hansen Brook, Johnson Creek, Robinson Hill Creek and Luxemburg Creek in Stearns County.	Yes	Briggs Creek, Snake River, Willow Creek, Spring Brook, Thiel Creek, Fairhaven Creek, Hansen Brook, Johnson Creek, Robinson Hill Creek, Luxemburg Creek	Data Studies Monitoring	Data Gaps	Potential Priority Issue
Benton County Comprehensive Local Water Management Plan Supplement 2001	Monitoring Objective 4: Gather information to assist in identification of high priority practices and watersheds.	No	NA	Data Studies Monitoring	Data Gaps	Goal
BWSR Priority Concern Letter, December 20th, 2022	Landscape Stewardship Plan – Planning partners should consider incorporating the priority forestry protection areas into the plan as appropriate. Landscape Stewardship Plans include prioritized, targeted and measurable parcel-based data to determine where forested lands should be protected, enhanced, or reforested/restored	No		Data Studies Monitoring	Data Gaps	Implementation Strategy
Feasibility Studies						
Summary of Specific Studies	Studies from Sherburne County focusing on specific water bodies: Thompson Lake, Little Elk Lake, Briggs Chain, Eagle Lake, Big Lake, Mitchell Lake, Julia Lake, Orono Lake, Fremont Lake	No	Thompson Lake, Little Elk Lake, Briggs Chain, Eagle Lake, Big Lake, Mitchell Lake, Julia Lake, Orono Lake, Fremont Lake	Data Studies Monitoring	Feasibility Studies	General Statement
Lake Fremont Subwatershed Assessment	Lake Fremont has been known to exhibit abundant plant growth and the occasional algae bloom which at times reduces water clarity of the lake. In 2011, following two years of water quality monitoring through the Minnesota Pollution Control Agency's Intensive Watershed Monitoring program, the lake was found to not be meeting water quality standards and was listed on the State of Minnesota's impaired waterbodies list for excessive nutrient content. With the City of Zimmerman to enact street and water/sewer infrastructure repairs to the Lake Fremont area in the near future, city officials and Sherburne Soil and Water Conservation District staff discussed the possibility of utilizing a Sub-Watershed Analysis (SWA) study to assess possible stormwater treatment opportunities that could be incorporated during or after this construction.	No	Lake Fremont	Data Studies Monitoring	Feasibility Studies	General Statement
Big Lake & Lake Mitchell Stormwater Retrofit Analysis	In summer 2018, the Sherburne Soil and Water Conservation District proposed to the City of Big Lake and their engineer Bolton-Menk to complete a stormwater study through a protocol known locally as a Sub Watershed Assessment. This analysis is primarily intended to identify potential projects within the watershed to improve water quality and stormwater pollution mitigation	No	NA	Data Studies Monitoring	Feasibility Studies	Implementation Strategy

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Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
Monitoring Needs						
Briggs Chain 2018 Flood Study	Current available data suggests that the hydraulic contribution of inflow to the lake chain from the Bayou Channel is small and intermittent. Existing data suggests the Bayou doesn't contribute to the lake chain every year. However, anecdotal accounts indicate that inflows from the Bayou are highly correlated to exceedances of the No Wake Zone elevation. Further, there is no data collected in years where exceedances of the no wake zone elevation occurred. Additional data collection is recommended to fully assess impacts of the Bayou on the lake chain elevations.	No	Bayou	Data Studies Monitoring	Monitoring Needs	General Statement
Birch Lake Stormwater Retrofit Analysis	This report details a subwatershed stormwater retrofit assessment recommending catchments for placement of Best Management Practice (BMP) retrofits that address meeting state water quality standards and the Total Maximum Daily Load completed for Birch Lake. No monitoring has been conducted in order to calibrate, verify, and/or validate the results. Efforts were made to provide accurate estimates for pollutant loading and reduction, along with estimated costs to reach these removal rates.	No	Birch Lake	Data Studies Monitoring	Monitoring Needs	General Statement
Phosphorus Mass Balance for the Briggs Lake Chain and Big Elk Lake	The Elk River is the major phosphorus source for Big Elk Lake. Lilly Creek is a significant source. Other sources are relatively small in comparison. In 2006, more phosphorus flowed into Big Elk Lake than flowed out of the basin. In 2007, the total outflow of phosphorus was greater than the inflow. Estimates remain to be calculated for septic system sources and internal phosphorus loading.	No	Elk River, Lilly Creek	Data Studies Monitoring	Monitoring Needs	General Statement
Modeling						
Public Kick-off & Virtual Open House Combined Data	Top data, studies, and monitoring concern (concern #3): modeling - using data and professional experience combined with modeling analysis programs to review project concepts and status of water resources	Yes		Data Studies Monitoring	Modeling	Potential Priority Issue

Drainage System Management

RESPONSE LETTERS WATER PLANS REPORTS

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
Sherburne County Comprehensive Land Use Plan 2010-2030	Between 1902 and the 1920's, a 212 mile public ditch system was excavated to channel surface water. This included dredging rivers and creeks, as well as draining wetlands to convert into farmland. Additionally there is an unknown length of privately owned and maintained drainage ditches. page 13	No	NA	Surface Water	Drainage System Management	General Statement
MPCA Large River Monitoring and Assessment Summary	Artificial drainage is also a major mover of pollutants into rivers and lakes. Water that drains through field tile lines and city stormwater systems brings nitrate and other pollutants. And higher drainage can lead to more flow in streams and then more erosion. Runoff is highest south of St. Cloud, where the land is more hilly, there are more cities and cropland, and wetlands have been drained for farming.	Yes	NA	Surface Water	Drainage System Management	Potential Priority Issue
Stressor ID Summary 2014	Ditching and drain tiling throughout the watershed have led to increased rates of runoff into receiving waters. As areas of landscape are drained, they lose the ability to store water and slowly release it over time. The abundance of private and public ditches is significant to the loss of stream habitat due to channelization. There is very little water storage opportunities in the watershed because a large percentage of wetlands have been drained over time for agriculture production and urban development.	Yes	NA	Surface Water	Drainage System Management	Potential Priority Issue
Benton County Comprehensive Local Water Management Plan Supplement 2001	Ditches Objective 10: To take action in and near ditches to enhance the quality and quantity of surface waters.	No	NA	Surface Water	Drainage System Management	Goal
2018-2028 Benton County Comprehensive Local Water Management Plan	Runoff from agricultural land is a significant source of water quality issues in Benton County as it can contain elevated levels of nitrogen, phosphorus, ammonia and bacteria and many of the county's lakes and streams are impaired due to these contaminants.	Yes	NA	Surface Water	Drainage System Management	Potential Priority Issue
Note from Cole	*Stearns County is the DA for the following ditches within MRSC: 10, 14, 30, 31, 39, 43. Data available upon request. #10 & #30 are in Johnson Creek. #39 is in Johnson and Plum Creek. #14, #31 and #43 are in Plum Creek. Stearns County DA maintains a public portal for public ditches under its jurisidiction.*	No	NA	Surface Water	Drainage System Management	General Statement
BWSR Priority Concern Letter, December 20th, 2022	Drainage - The drainage authorities within the planning boundary should be included as stakeholders throughout the plan development process. Additionally, the planning partners are strongly encouraged to include projects and activities consistent with multipurpose drainage management criteria outlined in Minnesota Statutes §103E.011, Subd. 1a and §103E.015, Subd. 1.	No		Surface Water	Drainage System Management	Implementation Strategy

Drinking Water Supply

RESPONSE LETTERS WATER PLANS REPORTS

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
MPCA Large River Monitoring and Assessment Summary	Protect drinking water quality. 1.2 million Minnesotans rely on this river for their drinking water. The primary threat is nitrate pollution, which comes from fertilizer.	Yes	NA	Groundwater	Drinking Water Supply	Potential Priority Issue
WRAPS 2015	Protecting drinking water supplies is also a high priority. The city of St. Cloud is the first city along the Mississippi River to obtain its drinking water from this resource. Apart from the city of St. Cloud, the remaining municipalities in the watershed rely on groundwater for their drinking water supply. The susceptibility of groundwater to contamination from a variety of sources varies throughout the watershed.	Yes	Mississippi River	Groundwater	Drinking Water Supply	Potential Priority Issue
Benton County Comprehensive Local Water Management Plan Supplement 2001	Drinking Water Objective 5: Undertake activities that will improve and protect drinking water resources.	No	NA	Groundwater	Drinking Water Supply	Goal
Stearns County Local Water Management Plan 2008-2017	Providing safe drinking water to its citizens is a primary responsibility of government. Stearns County has a number of communities that are providing drinking water to the residents from vulnerable aquifers.	No	NA	Groundwater	Drinking Water Supply	General Statement
Stearns County Local Water Management Plan 2008-2018	The City of St. Cloud obtains its drinking water from the Mississippi River.	No	Mississippi River	Groundwater	Drinking Water Supply	General Statement
Stearns County Local Water Management Plan 2008-2021	Priority Concern 2: The capacity to supply the public with clean, healthy drinking water is of the utmost importance to both the health of the populace and to the economic vitality of the County. The purpose of source water protection is to prevent contaminants from entering public drinking water sources. This is a far more economical and effective approach than treating already contaminated water. Source water protection was, therefore, selected as a priority concern of the Water Management Plan.	No	NA	Groundwater	Drinking Water Supply	General Statement
BWSR Priority Concern Letter, December 20th, 2022	Drinking Water – With the MRSC being in the heart of the Anoka Sand Plain, the plan should use findings of the Township Well Testing Program, aquifer vulnerability maps/resources, other monitoring efforts, and the yet-to-be-completed interagency GRAPS report to inform discussions of priority issues and goals related to local groundwater and drinking water. The plan should also consider any Level 1 and 2 areas from the Groundwater Protection Rule. The plan should acknowledge the various drinking water sources of the public water suppliers including St. Cloud using the Mississippi River as its source.	Yes		Groundwater	Drinking Water Supply	Potential Priority Issue
MDH Priority Concern Letter, January 27th, 2023	Support the implementation of comprehensive source water protection plans for the public water supply systems using surface water within the Mississippi River-St. Cloud Watershed and in downstream communties. Surface water-based drinking water systems are highly susceptible to potential contamination. Recognizing those surface water bodies that are sources of drinking water in the watershed is very important. The Emergency Response Area and Spill Management Area (Priority Area A) of the St. Cloud surface water system lies in the northwestern extreme of the Mississippi River-St. Cloud Watershed, and Priority Area B (outside the Emergency Response Area and Spill Management Area) of the Minneapolis and St. Paul surface water systems encompasses nearly 100% of the rest of the watershed. Nutrients, sediment, ammonia and contaminants of emerging concern are of primary importance to St. Cloud, Minneapolis and St. Paul. Watershed protection and improvement strategies are important in protecting the surface water supply; management activities to protect and improve drinking water sources should be prioritized.	Yes		Groundwater	Drinking Water Supply	Potential Priority Issue

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MDH Priority Concern Letter, January 27th, 2023	Drinking Water Statistics – Outside of those connected to the City of St. Cloud Public Water System, 100% of the residents of the Mississippi River-St. Cloud watershed obtain their drinking water from groundwater sources. This information can help you understand where people are obtaining their drinking water and develop implementation strategies to protect the sources of drinking water in the watershed.	No	Groundwater	Drinking Water Supply	General Statement
Public Kick-off & Virtual Open House Combined Data	Top groundwater concern (concern #4): adequate drinking water supply	Yes	Groundwater	Drinking Water Supply	Potential Priority Issue

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Protect Groundwater Resources

RESPONSE LETTERS WATER PLANS REPORTS

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
Sherburne County Comprehensive Land Use Plan 2010-2030	Policy 4: Sherburne County's waterways and aquifers are susceptible to pollution because of the County's sandy permeable soils. It is the County's policy to educate the public about the environment, and promote best management practices.	Yes	NA	Groundwater	Protect Groundwater Resources	Potential Priority Issue
Sensitive Areas Management Plan May 2013 Benton County	The St. Cloud Metro Area in southwestern Benton County (encompassing the cities of Sartell, Sauk Rapids, and St. Cloud, as well as Sauk Rapids Township and the western half of Minden Township) should also be considered highly sensitive. Major factors in this area include: sizeable wellhead and surface water management areas, high degree of impervious cover, some HEL along bluffs and slopes, moderately sensitive surficial and buried aquifers, and a few impaired and protected waters.	No	NA	Groundwater	Protect Groundwater Resources	General Statement
Stearns County Local Water Management Plan Amendment September 19th, 2018	Introduction to Amendments to the Priority Concern: Source Water Protection The original Source Water Protection Priority Concern was focused primarily on the water quality in public wells. The Minnesota Department of Agriculture has found both a very high incidence of high nitrate-nitrogen levels and an increasing trend in the nitrate-nitrogen levels of ground water of the Central Sands area. In response to this the MDA began monitoring levels of nitrate-nitrogen in Central Sands domestic wells in 2009 with the SWCD as a partner. Due to increased concern about the quality of domestic well water, the amended action items include increasing public awareness of the vulnerability of domestic well water and actions to prevent contamination of domestic well water. There are also action items that address concerns about arsenic in private wells and an increasing awareness of the potential effects of emerging contaminants. Based on the recently published Stearns County Aggregate Potential Map showing that most of the mineral deposits are in vulnerable Wellhead Protection Areas, additional protective measures for aggregate mining in Wellhead Protection Areas overlying geologically sensitive aquifers will be developed.	No	NA	Groundwater	Protect Groundwater Resources	Implementation Strategy
2017 Amendment to Wright County Water Management Plan	Altered Hydrology –Land use changes and drainage via tiling and channel modification/realignment has altered the speed, timing, and intensity with which water moves through the landscape. This change in flow patterns can result in higher peak flows and reduced baseflow that can destabilize channels, increase erosion rates, and damage wildlife habitat. The partnership should seek to stabilize flow Minnesota Board of Water & Soil Resources • www.bwsr.state.mn.us regimes and mitigate the damage from areas in which land use and land management changes have significantly altered the historic hydrology.		NA	Groundwater	Protect Groundwater Resources	Goal
DNR Priority Concern Letter, January 26, 2023	Reconnect stream corridors and floodplains by evaluating and then modifying culverts and dams to allow for the passage of fish and other aquatic life.	No		Groundwater	Protect Groundwater Resources	Implementation Strategy
MDH Priority Concern Letter, January 27th, 2023	Issue: Changing weather patterns Water storage and retention in upland areas is essential to combat the effects of altered hydrology. A forthcoming DNR Evaluation of Hydrologic Change (EHC) Technical Summary for this watershed indicates stable hydrologic conditions with adequate water storage for current conditions. We recommend focusing on protection of existing storage capacity and expand storage, when possible, to protect against future changes in precipitation and weather patterns.	Yes	DWSMAs	Groundwater	Protect Groundwater Resources	Potential Priority Issue
Public Kick-off & Virtual Open House Combined Data	Increase floodplain connectivity and protect off-channel water storage. The DNR can help identify and target priority areas.	Yes		Groundwater	Protect Groundwater Resources	Potential Priority Issue

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Contaminants of Emerging Concern - All Subcategories Included

RESPONSE LETTERS WATER PLANS REPORTS

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
Chlorides						
DNR Priority Concern Letter, January 26, 2023	Consider promoting local business and city participation in the Smart Salting Training offered through the Minnesota Pollution Control Agency (MPCA). There are a variety of classes available for road applicators, sidewalk applicators, and property managers. More information and resources can be found at this website.	No		Emerging Concerns	Chlorides	Implementation Strategy
DNR Priority Concern Letter, January 26, 2023	Consider requiring developments that significantly increase impervious surfaces to develop a chloride management plan that outlines the BMP's and strategies to be used to reduce chloride within the project area. Require this plan be included within Operations and Maintenance Agreements.	No		Emerging Concerns	Chlorides	Implementation Strategy
DNR Priority Concern Letter, January 26, 2023	Encourage cities and counties to consider how they may participate in the Statewide Chloride Management Plan and provide public outreach to reduce the overuse of chloride. Additional educational resources for residents as well as a sample ordinance regarding chloride are available from the MPCA online.	No		Emerging Concerns	Chlorides	Implementation Strategy
MDH Priority Concern Letter, January 27th, 2023	Water quality sampling has shown that seven DWSMAs within the watershed have experienced elevated chloride levels in recent years. Water chemistry data suggests that these levels indicate impacts by land use activities, including the application of road salts, stormwater, septic systems, or agricultural activities.	Yes		Emerging Concerns	Chlorides	Potential Priority Issue
MPCA Priority Concern Letter, January 13th, 2023	Please consider strategies in working to reduce chloride/salt pollution. There is no way to "repair" chloride-contaminated waterbodies. Chloride is a permanent pollutant thus it does not break down and cannot feasibly be removed from water. The MPCA's Statewide Chloride Management Plan looks at chloride pollution statewide, expanding the focus from the Twin Cities. Greater Minnesota is also seeing chloride impacts from water softening, fertilizer, and other sources (road salt is the problem in urban areas). Preventing chloride pollution is the only way to deal with it. Staying ahead of this issue by working to protect lakes and streams while they are still in good condition is essential. The MPCA's Statewide chloride resources website serves as an excellent resource for partners working on this issue.	No		Emerging Concerns	Chlorides	Implementation Strategy

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Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
Climate Change and Resilience						
MPCA Watershed Assessment and Trends Update, August 2022	Overall, given the dry conditions affecting the watershed in 2009 and the wet conditions present in 2019, some of the observed changes in biological condition at either the watershed or individual site scale may (in part) be due to differences in climatic conditions between the two years. In 2009, the MRSCW experienced a moderate rainfall deficit (-4.8 inches) and near normal temperatures (-0.6 o F) during the period that biological stream monitoring was conducted by the MPCA (May-September). In contrast, the watershed had above normal precipitation (+5.9 inches) and was somewhat cooler (-1.2 o F) in 2019 between May and September (Figure 6). The calendar year of 2019 is just shy of the estimated wettest on record for the watershed with a total of ~40 inches of rain.	Yes	NA	Emerging Concerns	Climate Change and Resilience	Potential Priority Issue
MPCA Watershed Assessment and Trends Update, August 2022	The MNDNR Climate Summary for Watersheds summarizes regional climate data (available from 1895 through 2018) and provides a comparison of the most recent 30-year average against the entire data record. Compared with the historical average (1895-2018), the MRSCW currently receives on average an additional 2.3 inches of rain. Most of this increase occurs in the spring (March-May; 1.0") and summer months (June August; 0.8"). Meanwhile, the average annual temperature across the watershed has increased by 1.4° F, with a more pronounced increase (+2.8° F) observed during the winter (December February).	Yes	NA	Emerging Concerns	Climate Change and Resilience	Potential Priority Issue
MPCA Large River Monitoring and Assessment Summary	Climate change is making the problem worse. Higher intensity rainfalls in recent years leads to more and faster moving water. On land, this means more soil and pollutant runoff. In rivers and streams, it means more streambank erosion.	Yes	NA	Emerging Concerns	Climate Change and Resilience	Potential Priority Issue
Benton County Priority Concerns Scoping Document 2017	Priority Concerns Not Addressed: Throughout the priority concern identification process, careful consideration was taken to include all concerns addressed by the public. There were four topics; extreme weather, education outreach, wildlife, and drainage, which received public comments but were not considered priority concerns. Each of the four topics are connected to priority concerns and will be addressed through Water Plan Action Items or Goals. Education outreach is an important aspect of any water resource concern, and therefore each of the chosen priority concerns will entail an education outreach facet. Stormwater drainage management was highly ranked on the Water Resource Concern Survey (Figure 10). However, few comments were received regarding stormwater drainage management specifically. The comments regarding drainage were largely focused on flooding and sedimentation effects of poor ditch maintenance and drainage, and therefor are better suited to be addressed through the Erosion and Sedimentation priority concern. The other comments regarding drainage can be addressed through the other specified priority concerns.	Yes	NA	Emerging Concerns	Climate Change and Resilience	Potential Priority Issue
Clearwater River Watershed District Comprehensive Watershed Plan 2021-2030	Priority issue 2: climate change (precipitation frequency and intensity, temperature changes impacting water chemistry and biology)	Yes		Emerging Concerns	Climate Change and Resilience	Potential Priority Issue
BWSR Priority Concern Letter, December 20th, 2022	Landscape Resiliency and Climate Adaption – BWSR strongly encourages your planning partnership to consider the potential for more extreme weather events and their implications for the water and land resources of the watershed in the analysis and prioritization of issues.	Yes		Emerging Concerns	Climate Change and Resilience	Potential Priority Issue
DNR Priority Concern Letter, January 26, 2023	Resource Concern: Watershed Resiliency Increase awareness and plan for changes threatening the watershed including invasive species and changing weather patterns. Changes in weather patterns impact hydrology, water quality, and infrastructure. They also make it harder for native species to compete for resources. Invasive species can outcompete vulnerable native species, reducing species richness and impacting the function of natural ecological systems. Efforts to protect resources and mitigate these impacts will lead to a more resilient watershed capable of adapting to change.	Yes		Emerging Concerns	Climate Change and Resilience	Potential Priority Issue
DNR Priority Concern Letter, January 26, 2023	Work with the DNR to apply watershed regional climate models to predict the impact of climate change on water quality and the landscape, and to target projects that address water quality impairments.	No		Emerging Concerns	Climate Change and Resilience	Implementation Strategy
DNR Priority Concern Letter, January 26, 2023	Evaluate the vulnerability of native habitats and species to climate change and implement multiple-benefit projects that protect resiliency (see the above-mentioned DNR and Nature Conservancy resiliency mapping tools).	No		Emerging Concerns	Climate Change and Resilience	Implementation Strategy
MPCA Priority Concern Letter, January 13th, 2023	Consider climate variability and adaptation in the overall planning process and the potential impacts to the natural resources within the watershed. Developing and implementing strategies, initiatives and measures to help human and natural systems cope with and become more resilient to climate change impacts is an important consideration in long-term water resource/environmental planning. Climate change has the potential to affect ecosystems, infrastructure, and sectors of our economy. The impacts on these systems will depend on their sensitivity to climate change and their ability to adapt. The goal of adaptation is to increase natural and societal resilience to climate change.	No		Emerging Concerns	Climate Change and Resilience	Implementation Strategy
Contaminants of Emerging Concern						
Medication Drop-Box Sites - Steams County	Reconnect stream corridors and floodplains by evaluating and then modifying culverts and dams to allow for the passage of fish and other aquatic life.	No	NA	Emerging Concerns	Contaminants of Emerging Concern	General Statement
MDH Priority Concern Letter, January 27th, 2023	Issue: Changing weather patterns Water storage and retention in upland areas is essential to combat the effects of altered hydrology. A forthcoming DNR Evaluation of Hydrologic Change (EHC) Technical Summary for this watershed indicates stable hydrologic conditions with adequate water storage for current conditions. We recommend focusing on protection of existing storage capacity and expand storage, when possible, to protect against future changes in precipitation and weather patterns.	No		Emerging Concerns	Contaminants of Emerging Concern	General Statement
Land Development & Changes						
2018-2028 Benton County Comprehensive Local Water Management Plan	Four priority concerns to be addressed through this CLWMP: 3. Development: Water resources have the potential to be adversely affected by residential, commercial, and industrial growth and development, as well as rural land use changes.	Yes	NA	Emerging Concerns	Land Development & Changes	Potential Priority Issue
2018-2028 Benton County Comprehensive Local Water Management Plan	While the majority of the County remains agricultural, the southwestern portion (cities of St. Cloud, Sauk Rapids, and Sartell) is experiencing increasing pressure to accommodate urban development by converting agricultural land. Urbanization is expected to continue as the population in Benton County continues to grow.	Yes	NA	Emerging Concerns	Land Development & Changes	Potential Priority Issue

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Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
2018-2028 Benton County Comprehensive Local Water Management Plan	A more developed area will contribute a larger volume of water at a faster rate than an undeveloped area due to lack of infiltration and natural vegetation (Figure 46). This can result in sharp spikes in the hydrograph. This higher volume of water delivered at a faster rate can lead to flash flooding, erosion, and sedimentation.	Yes	NA	Emerging Concerns	Land Development & Changes	Potential Priority Issue
2018-2028 Benton County Comprehensive Local Water Management Plan	Urban development in the watersheds have contributed to the loss of shoreline buffers, natural habitat and biodiversity due to competition from invasive species.	Yes	NA	Emerging Concerns	Land Development & Changes	Potential Priority Issue
Stearns County Local Water Management Plan 2008-2022	Priority Concern 3: Stearns County is under strong pressure to develop, i.e. subdivide existing parcels and construct new roads and structures. There are a number of factors driving this, including population increase, financial incentives, and a desire to live either near water or outside of an urban area. The pressure is being exerted in particular in areas located near municipalities, lakes, rivers, streams and along primary travel corridors.	Yes	NA	Emerging Concerns	Land Development & Changes	Potential Priority Issue
2017 Amendment to Wright County Water Management Plan	Priority concern: development pressure; Goal C: Develop regulations, educate and offer incentives to ensure orderly development with minimal impacts to Wright County's water quality.	No	NA	Emerging Concerns	Land Development & Changes	Implementation Strategy

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Erosion & Sediment Control

RESPONSE LETTERS WATER PLANS REPORTS

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
MPCA Large River Monitoring and Assessment Summary	Sediment is soil from runoff and erosion that clouds the water and can harm aquatic life. Some is natural, some is from human activities. Cropfields and unstable streambanks often are the major sources of the soil. Some regions that the river flows through have soils that are more erodable than other regions	Yes	NA	Surface Water	Erosion & Sediment Control	Potential Priority Issue
MPCA Large River Monitoring and Assessment Summary	Runoff is one way pollutants reach rivers and lakes. As rain and snowmelt run across land, they carry pollutants like sediment and phosphorus into water. The more runoff, the more flow in ditches and streams, and the more power water has to erode soil into water.	Yes	NA	Surface Water	Erosion & Sediment Control	Potential Priority Issue
Stressor ID Summary 2014	Excess amounts of fine material being transported downstream is settling out and filling in pools, smothering rock riffles, and causing a general degradation of in stream habitat. The loss of coarse stream substrate directly affects the biological communities that depend on this type of stream bottom.	Yes	NA	Surface Water	Erosion & Sediment Control	Potential Priority Issue
Benton County Priority Concerns Scoping Document 2017	Priority Concern 3: Erosion and Sedimentation: Excess runoff and sediment in surface waters can have negative impacts on surface water quality.	Yes	NA	Surface Water	Erosion & Sediment Control	Potential Priority Issue
2018-2028 Benton County Comprehensive Local Water Management Plan	Four priority concerns to be addressed through this CLWMP: 2. Erosion and Sedimentation: Excess runoff and sediment in surface waters can have negative impacts on surface water quality.	Yes	NA	Surface Water	Erosion & Sediment Control	Potential Priority Issue
2018-2028 Benton County Comprehensive Local Water Management Plan	Sedimentation can cause numerous environmental impacts including loss of aquatic vegetation leading to decreased fishery or loss of sensitive aquatic habitat, loss of wetlands, altered channel hydrology, increased nutrient loads, and increased turbidity (water clarity). Un treated storm water runoff which drains directly into water bodies can also contribute significantly towards sedimentation, such is the case for the Mississippi River in northeast St. Cloud as significant amounts of Figure 38: Dust Bowl of the 1930's Figure 39: Gully Erosion in Benton County 43 | Page untreated storm water runoff is directly entering the Mississippi River	Yes	Mississippi River	Surface Water	Erosion & Sediment Control	Potential Priority Issue
2018-2028 Benton County Comprehensive Local Water Management Plan	Moderately steep slopes with sandy soil inherently high in phosphorus contribute to erosion and sedimentation and increased phosphorus loading to surface waters	Yes	NA	Surface Water	Erosion & Sediment Control	Potential Priority Issue
Watershed Analysis for Sugar Lake - Wright County 2017	The primary sources of total sediment appear to be the catchments furthest from Sugar Lake (Figure 8). For the most part the catchments delivering the most sediment to Sugar Lake correspond to heaviest agricultural activities (primarily on the south side of the lake). The areas with low sediment delivery are primarily covered in wetland, a MNDNR protection area and residential. One area that will overestimate the total sediment delivered to Sugar Lake is the area draining through Indian Lake. Since the connection between Indian Lake and Sugar Lake is via groundwater very little sediment from this area would be contributed to Sugar Lake.	Yes	Sugar Lake & Indian Lake	Surface Water	Erosion & Sediment Control	Potential Priority Issue
Elk River Bacteria and Turbidity TMDL, Big Elk Lake and Mayhew Lake Nutrient TMDLs January 2009	The risk assessment results identify the area of the watershed above Big Elk Lake as having the highest nutrient and sediment delivery potential. The watershed reconnaissance survey findings suggested that there does not appear to be erosion from the first, second or third order streams.	No	Big Elk Lake	Surface Water	Erosion & Sediment Control	General Statement

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
DNR Priority Concern Letter, January 26, 2023	Address erosion from unstable stream channels. Use natural channel design principles in stream restoration projects to reduce sediment contributions and re-establish fully functioning streams. Encourage the use of ecosystem friendly construction materials in restoration efforts. The DNR can help prioritize stream reaches and provide guidance on restoration techniques and designs.	No		Surface Water	Erosion & Sediment Control	Implementation Strategy
DNR Priority Concern Letter, January 26, 2023	Land use change near shoreland and riparian areas is a concern for the DNR. Alterations to near-shore vegetation can result in increased sediment delivery to waters and negatively impact water quality and aquatic habitat. Address this concern by maintaining and expanding undeveloped public and private lands in riparian areas. Look for opportunities to provide incentives to private landowners through programs such as RIM and CRP.	Yes		Surface Water	Erosion & Sediment Control	Potential Priority Issue
Priority Issues & Descriptions, Wright County, January 11, 2023	Streambank and shoreland instability contribute sediment to waterbodies and decrease the quality of aquatic habitat.	Yes		Surface Water	Erosion & Sediment Control	Potential Priority Issue
Public Kick-off & Virtual Open House Combined Data	Top surface water concerns (concern #3): Soil Erosions	Yes		Surface Water	Erosion & Sediment Control	Potential Priority Issue

Flooding & Floodplain

RESPONSE LETTERS WATER PLANS REPORTS

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
Briggs Chain Stabilization 2020	Briggs-Julia-Rush Lake Chain - water stabilization needed due to frequent periods of high water resulting in localized flooding.	No	Briggs-Julia-Rush Lake Chain	Surface Water	Flooding & Floodplain	Implementation Strategy
Clearwater River Watershed District Comprehensive Watershed Plan 2021-2030	Priority issue 3: localized flooding and navigation obstructions	Yes	School Section and Pleasant Lakes, Lake Augusta	Surface Water	Flooding & Floodplain	Potential Priority Issue
DNR Priority Concern Letter, January 26, 2023	Implement floodplain management and stream connectivity measures to mitigate future flood damages and sediment issues while also enhancing wildlife habitat in riparian corridors. Effective floodplain ordinances can reduce public expenditures related to flood damages. The DNR Floodplain Management Program can help communities develop customized ordinances. o Priority waterways: Silver Creek, St. Francis River, Clearwater River, Elk River, Mayhew Creek, Battle Brook, Rice Creek, Snake River, and County Ditch #34	No	Silver Creek, St. Francis River, Clearwater River, Elk River, Mayhew Creek, Battle Brook, Rice Creek, Snake River, County Ditch 34	Surface Water	Flooding & Floodplain	Implementation Strategy
Public Kick-off Meeting	Flooding in Elk River is a concern	Yes		Surface Water	Flooding & Floodplain	Potential Priority Issue

Public Safety

Draft Issue Statement

RESPONSE LETTERS WATER PLANS REPORTS PUBLIC COMMENTS

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
MPCA Large River Monitoring and Assessment Summary	Bacteria from untreated human and animal waste, carried by field runoff and sewage pipes, can make water unsafe for swimming and other contact recreation. Bacteria levels in the river are ok until just south of St. Cloud. Then levels violate the standard all the way to Minneapolis.	Yes	Mississippi River	Quality of Life	Public Safety	Potential Priority Issue
MPCA Large River Monitoring and Assessment Summary	Nitrate, a chemical from cropping practices, can make water unsafe for drinking and toxic to fish and other aquatic life. The upper Mississippi from Morrison County to the Twin Cities is designated as a drinking water source and meets the nitrate standard for drinking at this time. However, nitrate levels are increasing in the river.	No	Mississippi River	Quality of Life	Public Safety	General Statement
Nonpoint Success Story Minnesota	To determine critical bacteria loading, intensive monitoring for E. coli was done in Plum Creek over several years (2014–2018). The monitoring revealed that bacteria levels spiked during heavy rain events/ high creek flows, indicating that soil from field ero sion and streambed sediments were likely the most significant sources of bacteria. Waste from leaking septic systems and wildlife were also possible sources.	Yes	Plum Creek	Quality of Life	Public Safety	Potential Priority Issue
Operational Plan for Management of Sand Dunes State Forest 2013-2022 DNR	major areas of concern and/or contention can be summarized as: Health and safety concerns	Yes	Sand Dunes State Forest	Quality of Life	Public Safety	Potential Priority Issue
Mississippi River Bridge Planning Study Alternatives Analysis	New bridge over Mississippi River in St. Cloud region at 33rd Street (southeast side of city, this is the preferred location but not the only option) deemed necessary, has been discussed for over 30 years. Construction not likely for at least 10+ years.	Unsure	Mississippi River	Quality of Life	Public Safety	Potential Priority Issue
Mississippi River Bridge Planning Study Alternatives Analysis	Crossing at the 33rd Street Corridor has less individual and combined impacts of 1. a Mississippi River crossing 2. removal of wooded areas, and 3. disruption to developed properties than the other corridors considered.	No	Mississippi River	Quality of Life	Public Safety	General Statement

Mississippi River Bridge Planning Study Alternatives Analysis	Goal: Identify an alignment for the bridge and roadway to minimize environmental and visual impacts to the Mississippi River corridor, balancing those impacts with the identified benefits of the project.	No	Mississippi River	Quality of Life	Public Safety	Goal
Sherburne SWCD Priority Concern Letter, January 12th, 2023	Groundwater quality - Several regions of the county are known to hold groundwater nitrate levels that exceed safe drinking water conditions. The SWCD has worked with area stakeholders under the Nitrogen Fertilizer Management Plan to complete voluntary conservation projects that aim to reduce fertilizer. As a human health concern, this topic and potential mitigation practices have great investment from the community.	No		Quality of Life	Public Safety	Implementation Strategy

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Groundwater Quality

RESPONSE LETTERS WATER PLANS REPORTS

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
Sherburne County Comprehensive Land Use Plan 2010-2030	The County will continue to provide well water testing kits to County residents. Page 141	No	NA	Groundwater	Groundwater Quality	Implementation Strategy
Sherburne County Local Water Management Plan 2018-2028	Priority 2: Ground Water Quality and Quantity: "High levels of nitrates in groundwater and quantity in areas identified as sensitive."	Yes	NA	Groundwater	Groundwater Quality	Potential Priority Issue
Benton County Comprehensive Local Water Management Plan Supplement 2001	Goal: Ground Water Quality – Reduce, to the greatest extent possible, impacts to ground water to provide safe drinking water to county residents and to provide clean water to the base flow of the surface waters.	No	NA	Groundwater	Groundwater Quality	Goal
Sensitive Areas Management Plan May 2013 Benton County	Priority Concern 3 from 2008 plan revision of CLWMP: Groundwater quantity and quality	Yes	NA	Groundwater	Groundwater Quality	Potential Priority Issue
2018-2028 Benton County Comprehensive Local Water Management Plan	Four priority concerns to be addressed through this CLWMP: 4. Surface and Groundwater Quality and Quantity: Protect water resources from increasing demands to prevent potential problems with water quantity. Protect and prevent surface and groundwater from contamination and other impairment factors which negatively affect water quality.	No	NA	Groundwater	Groundwater Quality	Goal
2018-2028 Benton County Comprehensive Local Water Management Plan	All lakes in Benton County are impaired due to excess nutrients, and numerous streams are impaired for high levels of nitrates. Additionally, many private wells in western Benton County have nitrate levels above the drinking water standard.	Yes	NA	Groundwater	Groundwater Quality	Potential Priority Issue
2018-2028 Benton County Comprehensive Local Water Management Plan	Many wells throughout the County used for drinking water have high levels of nitrates.	Yes	NA	Groundwater	Groundwater Quality	Potential Priority Issue

Wright County Private Well Pesticide Sampling Project Results Summary	A pesticide drinking water reference value was exceeded in 29 of the 1,103 (2.6%) wells tested in the PWPS program in 2019. This rate was higher than was observed previously during 2016-2018, where only three of the 3,863 (0.08 percent) of samples exceeded a reference value. All 29 exceedances that occurred in 2019 were related to the presence of cyanazine degradates.	No	NA	Groundwater	Groundwater Quality	General Statement
Wright County Private Well Pesticide Sampling Project Results Summary	In 2019, 177 private wells in five Wright County townships were tested for 133 pesticides and pesticide degradates (parts per trillion reporting level). Pesticides were detected in 64% of the wells that were sampled, which is lower than the rate for the overall PWPS Project of 75% (Table 1). Thirty different pesticides or degradates were detected. The most commonly detected individual pesticide was metolachlor ESA, a herbicide degradate, which was detected in 42% of the wells tested in Wright County (Table 2).	No	NA	Groundwater	Groundwater Quality	General Statement
Final Township Testing Nitrate Report: Wright County 2018-2019 MDA	A total of 1,315 well water samples were collected by homeowners across five townships. Thirty-five wells (2.7 percent) were found to be unsuitable and were removed to create the final well dataset. The final analysis was conducted on the remaining 1,280 wells (Table 6). The wells in the final well dataset represent drinking water wells potentially impacted by applied commercial agricultural fertilizer.	No	NA	Groundwater	Groundwater Quality	General Statement
Sherburne County: Overview of Nitrate Levels in Private Wells (2014-2016)	Nitrate levels in Sherburne: 6 vulnerable townships tested, 2,070 wells tested, 9.6% of wells over the health standard	No		Groundwater	Groundwater Quality	General Statement
Final township testing nitrate report: Stearns County 2014-2015	Nitrate samping in Stearns: 14 townships tested, 1,883 wells with some removed due to being unsuitable for analysis, final dataset had 1,788 wells, wells over the health risk limit ranged from 0.0 to 11.4%. An estimated 1,303 people in Stearns may have drinking water over the nitrogen limit.	No		Groundwater	Groundwater Quality	General Statement
Wright County Overview of Nitrate Levels in Private Wells (2018)	Nitrate testing in wells in Wright County: 5 vulnerable townships tested, 1,315 wells tested, and 2.4% of wells over the health standard	No		Groundwater	Groundwater Quality	General Statement
Initial Township Testing of Nitrate in Private Wells - Benton County 2013 Summary	Nitrate testing in wells in Benton County: 502 wells tested in three townships, with 15% of wells in Langola township exceeding the standard of 10mg/L, 1% of wells in Maywood township exceeding 10mg/L, and 9% of wells in Watab township exceeding 10mg/L.	No		Groundwater	Groundwater Quality	General Statement

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Meeker County: Overview of Nitrate Levels in Private Wells (2018)	Nitrate testing in Wells in Meeker County: 2 vulnerable townships tested, 245 wells tested, and 2% of wells over the health standard.	No	Groundwater	Groundwater Quality	General Statement
Sherburne County Private Well Pesticide Sampling Project Results Summary 2020	The private well pesticide sampling (PWPS) project is a follow-up to the MDA Township Testing Program. In Sherburne County, 119 wells were sampled in 2016 and 189 were sampled in 2019. Pesticides were detected in 84% of the wells. The most commonly detected pesticide was metolachlor ESA.	Yes	Groundwater	Groundwater Quality	Potential Priority Issue
Sherburne County Private Well Pesticide Sampling Project Results Summary 2020	Cyanazine degradates were detected in less than 1% of the tested wells in Sherburne County*. No wells had a total cyanazine (all cyanazine related chemicals added together) concentration that exceeded the human health risk limit (HRL) drinking water value of 1,000 ng/L established by the Minnesota Department of Health. The highest total cyanazine concentration found was 10 ng/L. Overall, there were no exceedances of pesticide reference values in Sherburne County.	No	Groundwater	Groundwater Quality	General Statement
MDA Priority Concern Letter, January 25, 2023	Altered Hydrology –Land use changes and drainage via tiling and channel modification/realignment has altered the speed, timing, and intensity with which water moves through the landscape. This change in flow patterns can result in higher peak flows and reduced baseflow that can destabilize channels, increase erosion rates, and damage wildlife habitat. The partnership should seek to stabilize flow Minnesota Board of Water & Soil Resources • www.bwsr.state.mn.us regimes and mitigate the damage from areas in which land use and land management changes have significantly altered the historic hydrology.		Groundwater	Groundwater Quality	Potential Priority Issue
MDH Priority Concern Letter, January 27th, 2023	Reconnect stream corridors and floodplains by evaluating and then modifying culverts and dams to allow for the passage of fish and other aquatic life.	Yes	Groundwater	Groundwater Quality	Potential Priority Issue
MDH Priority Concern Letter, January 27th, 2023	Issue: Changing weather patterns Water storage and retention in upland areas is essential to combat the effects of altered hydrology. A forthcoming DNR Evaluation of Hydrologic Change (EHC) Technical Summary for this watershed indicates stable hydrologic conditions with adequate water storage for current conditions. We recommend focusing on protection of existing storage capacity and expand storage, when possible, to protect against future changes in precipitation and weather patterns.	No	Groundwater	Groundwater Quality	Implementation Strategy
Priority Issues & Descriptions, Wright County, January 11, 2023	Increase floodplain connectivity and protect off-channel water storage. The DNR can help identify and target priority areas.	Yes	Groundwater	Groundwater Quality	Potential Priority Issue

Groundwater Quality

RESPONSE LETTERS WATER PLANS REPORTS

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
Benton County Priority Concerns Scoping Document 2017	Priority Concern 1: Surface and Groundwater Quality and Quantity: Protect water resources from increasing demands to prevent potential problems with water quantity. Protect and prevent surface and groundwater from contamination and other impairment factors which negatively affect water quality.	Yes	NA	Groundwater	Groundwater Quantity	Potential Priority Issue
Priority Issues & Descriptions, Wright County, January 11, 2023	Ensure groundwater withdrawls do not exceed groundwater recharge.	No		Groundwater	Groundwater Quantity	Goal

Infiltration & Recharge

RESPONSE LETTERS WATER PLANS REPORTS

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
2018-2028 Benton County Comprehensive Local Water Management Plan	Much of the water usage in Benton County is considered consumptive, meaning the water withdrawn is not directly returned to the source. Consumptive usage poses a threat to water resource management as water resources will be depleted if there is not sufficient recharge. To be sustainable, water withdrawal volume and rate must be less than the that of recharge.	Yes	NA	Groundwater	Infiltration & Recharge	Potential Priority Issue

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Invasive Species

RESPONSE LETTERS WATER PLANS REPORTS

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
Sherburne County Comprehensive Land Use Plan 2010-2030	Policy 3: Sherburne County is located in the Anoka Sand Plain, which is a unique ecological environment in Minnesota. It is the County's policy to promote native plant species, control noxious weeds as required by Minnesota laws, and to encourage the preservation of contiguous areas for the migration of native brids and animals.	No	NA	Habitat and Natural Resources	Invasive Species	General Statement
Sherburne County Comprehensive Land Use Plan 2010-2030	Continue to control and prevent the proliferation of noxious weeds as required under MN Statute 18.81. page 142	No	NA	Habitat and Natural Resources	Invasive Species	Implementation Strategy
Sherburne County Local Water Management Plan 2018-2028	Priority 3: Aquatic Invasive Species: "Introduction and spread of aquatic invasive species and their negative effect on water quality, navigation, recreation and fisheries."	Yes	NA	Habitat and Natural Resources	Invasive Species	Potential Priority Issue
Clearwater River Watershed District Comprehensive Watershed Plan 2021-2030	Priority issue 4: Aquatic invasive and nuisance species management	Yes	Clearwater Lake, Bass Lake, Cedar Lake, Lake Augusta, Chain of Lakes, Clear Lake	Habitat and Natural Resources	Invasive Species	Potential Priority Issue
Operational Plan for Management of Sand Dunes State Forest 2013-2022 DNR	Invasive species are very prevalent in SDSF and controlling them will enhance habitat for a wide range of plants and animals, and improve forest health.	No	Sand Dunes State Forest	Habitat and Natural Resources	Invasive Species	Implementation Strategy
DNR Priority Concern Letter, January 26, 2023	Issue: Invasive species Invasive species are increasingly putting pressure on our native and rare species.	Yes		Habitat and Natural Resources	Invasive Species	Potential Priority Issue
DNR Priority Concern Letter, January 26, 2023	Address terrestrial and aquatic invasive species. Develop a landscape monitoring plan to detect new types of plants, animals, and insects so that potential threats to native species and agriculture can be evaluated and action plans developed. The DNR can provide data and resources to identify management strategies,programs, or funding sources.	No		Habitat and Natural Resources	Invasive Species	Implementation Strategy
DNR Priority Concern Letter, January 26, 2023	Increase the number of aquatic invasive species decontamination sites throughout the watershed.	No		Habitat and Natural Resources	Invasive Species	Implementation Strategy
DNR Priority Concern Letter, January 26, 2023	Develop a plan to identify, protect and transition forests affected by Buckthorn, Emerald Ash Borer and other invasive species to a more resilient species composition and ensure the future of healthy woodlands in the watershed.	No		Habitat and Natural Resources	Invasive Species	Implementation Strategy
Priority Issues & Descriptions, Wright County, January 11, 2023	Invasive species are detrimental to ecosystems.	Yes		Habitat and Natural Resources	Invasive Species	Potential Priority Issue
Virtual Open House	Surface Water concern provided: AIS	No		Habitat and Natural Resources	Invasive Species	Potential Priority Issue
Public Kick-off & Virtual Open House Combined Data	Top habitat concern (concern #1): spread of invasive species	Yes		Habitat and Natural Resources	Invasive Species	Potential Priority Issue

Other Miscellaneous

RESPONSE LETTERS WATER PLANS REPORTS

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
MDH Priority Concern Letter, January 27th, 2023	The MDH, along with its state agency partners, are developing a Groundwater Restoration and Protection Strategies (GRAPS) report for the Mississippi River-St. Cloud Watershed. GRAPS will provide information and strategies on groundwater and drinking water supplies to help inform the local decision making process of the 1W1P. Information in a GRAPS Report can be used to identify risks to drinking water from different land uses. Knowing the risks to drinking water in a specific area allows targeting of specific activities. • Prioritize Actions Identified in the Groundwater Restoration and Protection Strategies (GRAPS) report.	No		Groundwater	Other	General Statement
Sherburne County Comprehensive Land Use Plan 2010-2030	Complete the Sherburne County Geological Atlas to provide a better understanding of local aquifers and their relationship to surface waters. Page 141	No	NA	Groundwater	Other	Implementation Strategy
Public Kick-off & Virtual Open House Combined Data	Groundwater Concern provided under "Other": regulation of water, more involvement on local level (ie - township)	Yes		Groundwater	Other	Potential Priority Issue
Public Kick-off & Virtual Open House Combined Data	Top groundwater concern (concern #2 and 3 - tied): surface water to groundwater connections and regulation of groundwater	Yes		Groundwater	Other	Potential Priority Issue
Sherburne County Comprehensive Land Use Plan 2010-2030	Policy 12: Sherburne County is in the early stages of park development……..it is the County's policy to provide passive recreational opportunities while minimizing the duplication of facilities and activities provided by other agencies.	No	NA	Habitat and Natural Resources	Other	General Statement
Sherburne County Comprehensive Land Use Plan 2010-2030	Over 36,000 acres of restored natural habitat. Sherburne National Wildlife Refuge = 30,700 acres. Sand Dunes State Forest = 8,934 acres.	No	NA	Habitat and Natural Resources	Other	General Statement
Sherburne County Comprehensive Land Use Plan 2010-2030	34 species within Sherburne County are endangered (4), threatened (7), or of special concern (23). Page 41	No	NA	Habitat and Natural Resources	Other	General Statement
Sherburne County Comprehensive Land Use Plan 2010-2030	Parks in Sherburne County: Sherburne National Wildlife Refuge, Sand Dunes State Forest, SNAs, WMAs, Oliver H. Kelley Farm, serveral county parks, regional trail system. Pages 85-91	No	NA	Habitat and Natural Resources	Other	General Statement

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Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
Elk River Bacteria and Turbidity TMDL, Big Elk Lake and Mayhew Lake Nutrient TMDLs January 2009	Mayhew Lake, according to the MPCA definition, is considered a deep lake and is located in the (NCHF) ecoregion. Therefore, the NCHF ecoregion deep lake standard of 40 µg/L will be set as the goal for Mayhew Lake. Big Elk Lake, on the other hand, is considered a shallow lake and is located in the NCHF ecoregion; as such, the NCHF ecoregion shallow lake standard of 60 µg/L will be set as the goal.	No	Mayhew Lake & Big Elk Lake	Habitat and Natural Resources	Other	General Statement
DNR Priority Concern Letter, January 26, 2023	Issue: Native and rare species Protecting native and rare species and expanding their habitat is a priority for the DNR and helps protect water quality. Minnesota's Endangered Species Statute (Minnesota Statutes, section 84.0895) and associated Rules (Minnesota Rules, part 6212.1800 to 6212.2300 and 6134) prohibit the take of threatened or endangered species without a permit. It is important for all citizens within the watershed to be aware of rare species, which may be impacted by their activities.	No		Habitat and Natural Resources	Other	General Statement
Operational Plan for Management of Sand Dunes State Forest 2013-2022 DNR	major areas of concern and/or contention can be summarized as: Timber harvest techniques	No	Sand Dunes State Forest	Habitat and Natural Resources	Other	Implementation Strategy
DNR Priority Concern Letter, January 26, 2023	Promote sustainable methods or practices that will not result in fragmented habitats, especially within the Wild & Scenic Corridor of the Mississippi River (the Scenic District between the University Dr. SE Bridge in St. Cloud and the Clearwater Hwy 24 Bridge).	No	Mississippi River	Habitat and Natural Resources	Other	Implementation Strategy
2003 Mississippi Scenic Riverway Draft Management Plan	Development pressures and impacts are a concern (most of the specifics called out in this plan are outdated, but the overall concept applies). Primary concerns noted in the plan include wildlife and habitat impacts, and a desire for habitat protection.	Yes	Mississippi River	Habitat and Natural Resources	Other	Potential Priority Issue
DNR Priority Concern Letter, January 26, 2023	Minnesota has seen a dramatic decline in pollinators such as bees, butterflies, dragonflies, fireflies, and other beneficial insects that support our ecosystems and food systems. Manage trail corridors along waterways for native plant communities and pollinator habitat. This will also improve trail aesthetics and wildlife habitat.	Yes		Habitat and Natural Resources	Other	Potential Priority Issue

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
Sherburne County Comprehensive Land Use Plan 2010-2030	Local watershed plan for Sherburne County is administered by Sherburne SWCD - goals and objectives from that plan will be pulled directly from that document, though they are also listed in the County Land Use plan.	No	NA	Not Applicable	n/a	General Statement
2003 Mississippi Scenic Riverway Draft Management Plan	Access to the Riverway Though there are a number of accesses along the corridor where people can get their watercraft onto the river, many feel that there are not enough developed for public use, while others feel there are too many. Some private landowners feel that they should be allowed to develop their own access from their land.	No	Mississippi River	Outreach and Education	Other	General Statement
2003 Mississippi Scenic Riverway Draft Management Plan	Conflicts Between River Users and Riparian Landowners Riparian landowners occasionally face conflict with recreational users on the river. Some riparian landowners express concern over the number of watercraft on the river or have had recreational users trespass on their property.	No	Mississippi River	Outreach and Education	Other	General Statement
Benton County Comprehensive Local Water Management Plan Supplement 2001	Altered Hydrology –Land use changes and drainage via tiling and channel modification/realignment has altered the speed, timing, and intensity with which water moves through the landscape. This change in flow patterns can result in higher peak flows and reduced baseflow that can destabilize channels, increase erosion rates, and damage wildlife habitat. The partnership should seek to stabilize flow Minnesota Board of Water & Soil Resources • www.bwsr.state.mn.us regimes and mitigate the damage from areas in which land use and land management changes have significantly altered the historic hydrology.		NA	Outreach and Education	Other	Goal
Public Kick-off & Virtual Open House Combined Data	Reconnect stream corridors and floodplains by evaluating and then modifying culverts and dams to allow for the passage of fish and other aquatic life.	Yes		Policy and Regulation	Other	Potential Priority Issue
Public Kick-off & Virtual Open House Combined Data	Issue: Changing weather patterns Water storage and retention in upland areas is essential to combat the effects of altered hydrology. A forthcoming DNR Evaluation of Hydrologic Change (EHC) Technical Summary for this watershed indicates stable hydrologic conditions with adequate water storage for current conditions. We recommend focusing on protection of existing storage capacity and expand storage, when possible, to protect against future changes in precipitation and weather patterns.	Yes		Policy and Regulation	Other	Potential Priority Issue
Public Kick-off & Virtual Open House Combined Data	Increase floodplain connectivity and protect off-channel water storage. The DNR can help identify and target priority areas.	Yes		Policy and Regulation	Other	Potential Priority Issue
2003 Mississippi Scenic Riverway Draft Management Plan	Core Principle One: The entire planning process should be supported by a highly visible and visual communications approach to receiving, exchanging and disseminating information.	No		Process	Other	General Statement
2003 Mississippi Scenic Riverway Draft Management Plan	Core Principle Two: The planning process should initially proceed with an emphasis on understanding the socio-economic systems of the river corridor to develop the social context for decision-making.	No		Process	Other	General Statement
2003 Mississippi Scenic Riverway Draft Management Plan	Core Principle Three: The rivers natural resource conditions, characteristics and functions should be used as the framework from which to develop the landscape context for decision-making.	No		Process	Other	General Statement
2003 Mississippi Scenic Riverway Draft Management Plan	Core Principle Four: The planning process must develop a shared ownership of the river and a commonality of purpose within the river corridor; and build deliberately towards a locally driven and supported planning process.	No		Process	Other	General Statement

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Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
2003 Mississippi Scenic Riverway Draft Management Plan	Core Principle Five: The planning process should be informed by existing legislation, but should not be constrained in its approach to applying new processes, technologies, and techniques.	No		Process	Other	General Statement
Operational Plan for Management of Sand Dunes State Forest 2013-2022 DNR	In May 2017, the Minnesota Legislature passed 2017 Minn. Law Ch. 93, Sec. 155, "Sand Dunes State Forest management." This revised plan is in compliance with the new legislation.	No	Sand Dunes State Forest	Process	Other	General Statement
Mississippi River Bridge Planning Study Alternatives Analysis	Bridge study is a precursor to in-depth NEPA environmental review.	No	NA	Process	Other	General Statement
Sensitive Areas Management Plan May 2013 Benton County	The SAMP is intended to address issues of conflict between the priorities of development, community sustainability, and water resources protection in Benton County. Based on mapping of sensitive water resources, implementation of the SAMP will look to balance these interests in the development process to protect and conserve the natural features and significant habitats which contribute to the quality of living in Benton County.	No	NA	Quality of Life	Other	General Statement
2003 Mississippi Scenic Riverway Draft Management Plan	Historic Values: the corridor contains many sites that are important to the state's exploration, settlement, and development history	No	Mississippi River	Quality of Life	Other	General Statement
2003 Mississippi Scenic Riverway Draft Management Plan	A VISION FOR THE RIVER IN THE YEAR 2020 The river continues to be an important resource for people to respect, use and enjoy. The river is clean and its environment supports healthy, diverse and sustainable populations of plants and animals. A high quality of life is enjoyed by residents of the river communities and region. River communities benefit greatly from the river and their relationship to it. Land use and development activities are well planned, compatible and consistent with commonly held river community goals and objectives. Effective stewardship and management of the river and its resources is achieved through the responsible undertaking of individuals, communities and agencies that respect the diversity of interests within the region; while at the same time promoting sustainable uses of river resources.	No	Mississippi River	Quality of Life	Other	General Statement
2003 Mississippi Scenic Riverway Draft Management Plan	Defining Lives B Culture and History - The river has significantly defined past cultures and the history of the region, and continues to provide cultural definition today.	No	Mississippi River	Quality of Life	Other	General Statement
Operational Plan for Management of Sand Dunes State Forest 2013-2022 DNR	SDSF is uniquely positioned between the Twin Cities and the St. Cloud metropolitan areas. As such, SDSF provides regionally important recreational opportunities. • 29 miles of designated trails (18 equestrian and 11 multi-use) will be maintained. • DNR will explore how to connect North Unit and South Unit trail networks.	No	Sand Dunes State Forest	Quality of Life	Other	General Statement
Operational Plan for Management of Sand Dunes State Forest 2013-2022 DNR	major areas of concern and/or contention can be summarized as: Impacts to public/personal enjoyment	No	Sand Dunes State Forest	Quality of Life	Other	General Statement
Operational Plan for Management of Sand Dunes State Forest 2013-2022 DNR	major areas of concern and/or contention can be summarized as: Short- and long-term fate of Permanent School Trust lands	No	Sand Dunes State Forest	Quality of Life	Other	General Statement
Operational Plan for Management of Sand Dunes State Forest 2013-2022 DNR	SDSF will support continuing hunting and fishing opportunities.	No	Sand Dunes State Forest	Quality of Life	Other	Implementation Strategy
Operational Plan for Management of Sand Dunes State Forest 2013-2022 DNR	SDSF will provide opportunities for visitors to view wildlife and experience native ecosystems and rare natural features.	No	Sand Dunes State Forest	Quality of Life	Other	Implementation Strategy
Operational Plan for Management of Sand Dunes State Forest 2013-2022 DNR	8 miles of system forest roads will be maintained in SDSF. • Approximately 45 miles of temporary access roads will be maintained in SDSF. 8 • DNR will continue to work with Orrock Township to resolve the issue of township roads on state lands that do not currently have easements. • DNR will explore routes that minimize heavy truck impacts on township roads.	No	Sand Dunes State Forest	Quality of Life	Other	Implementation Strategy

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
Elk River Bacteria and Turbidity TMDL, Big Elk Lake and Mayhew Lake Nutrient TMDLs January 2009	The lake shore property in the watershed tends to be densely populated. Much of this development occurred prior to the adoption of shore land ordinances. Subsequently, many lots are as small as 50 feet in width and most natural vegetation has been removed from the shorelines and replaced with turf grass. Septic systems provide waste water treatment for these areas.	Yes	Mayhew Lake & Big Elk Lake	Quality of Life	Other	Potential Priority Issue
MPCA Priority Concern Letter, January 13th, 2023	Consider factoring in Environmental Justice (EJ) areas within the MRSCW to the extent possible during 1W1P development and implementation. In the MRSCW this includes low-income communities in and around the municipalities of St. Cloud, Sauk Rapids and Waite Park along the West Central edge of the watershed. These EJ communities primarily exist closely to the MR and like other communities benefit from the significant water quality work completed over the years within the MRSCW and in the watersheds situated above in the UMRB.	Yes		Quality of Life	Other	Potential Priority Issue
Sherburne County Comprehensive Land Use Plan 2010-2030	Much of Sherburne County's shorelands were developed prior to 1971. page 32	No	NA	Surface Water	Other	General Statement
Sherburne County Comprehensive Land Use Plan 2010-2030	The St. Cloud Mississippi Watershed drains 89% of Sherburne County.	No	NA	Surface Water	Other	General Statement
Sherburne County Comprehensive Land Use Plan 2010-2030	Of 125 lakes in Sherburne County, only 11 are deeper than 20 feet.	No	NA	Surface Water	Other	General Statement
Sherburne County Comprehensive Land Use Plan 2010-2030	Sherburne County has 493 miles of streams, broken into 5 categories for protection: Wild & Scenic Rivers, Forested Rivers, Agricultural Rivers, Transition Rivers, and Tributary Rivers. Page 38	No	NA	Surface Water	Other	General Statement
2003 Mississippi Scenic Riverway Draft Management Plan	Vision Goals The Mississippi - The entire Mississippi River is a world-class resource by virtue of its watershed size; ecological, historical and cultural significance; economic impact; and world-wide recognition. This stretch of river (i.e. 10th Street dam in St. Cloud to Anoka) adds to the entire rivers environmental diversity.	No	Mississippi River	Surface Water	Other	General Statement
Benton County Comprehensive Local Water Management Plan Supplement 2001	Non-point Source Pollution Objective 3: Apply conservation measures to the land in Benton County to reduce non point source pollution.	No	NA	Surface Water	Other	Goal
Benton County Comprehensive Local Water Management Plan Supplement 2001	Septic Systems - Septage Objective 13: Reduce the impact of septic systems and septage on water resources.	No	NA	Surface Water	Other	Goal
Sherburne SWCD Priority Concern Letter, January 12th, 2023	Surface water resources - There is heavy engagement and investment amongst county residents to protect and enhance local lakes, streams and wetland. Aquatic invasive species, excessive siltation, algae proliferation, and natural aquatic wildlife habitat are frequent concerns. We have seen great interest for stormwater management and shoreline restorations, as well as broader lake management techniques such as internal phosphorus load reduction programs and watershed wetland restorations / water storage.	Yes		Surface Water	Other	Potential Priority Issue

Public Outreach

RESPONSE LETTERS WATER PLANS REPORTS

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
Engagement Opportunities						
DNR Priority Concern Letter, January 26, 2023	Engage and educate the public about available recreational opportunities in the watershed. Outdoor recreation presents an opportunity to engage citizens in local watershed projects, increase their awareness of watershed health benefits, and promote a conservation ethic.	No		Outreach and Education	Engagement Opportunities	Implementation Strategy
MDA Priority Concern Letter, January 25, 2023	The MDA priorities for implementation in this watershed include education, outreach and demonstration activities focused on nutrient (nitrogen) and irrigation management on agricultural lands. Engaging farmers, crop advisors, and the local agricultural industry is crucial to both identifying and implementing management changes to address water quality impacts from agriculture.	No		Outreach and Education	Engagement Opportunities	Implementation Strategy
Landowner Engagement						
Sherburne County Comprehensive Land Use Plan 2010-2030	Continue to facilitate educational workshops to inform residents of conservation efforts, including: the value of waterways and wetlands, promote careful application of surface chemicals such as lawn fertilizers, and the status of impaired waterways. Page 142	No	NA	Outreach and Education	Landowner Engagement	Implementation Strategy
Public Outreach						
Sherburne County Comprehensive Land Use Plan 2010-2030	Continue to provide public information on the County's website, such as information about floodplains, shorelands, domestic water and wells, and wetlands. Page 142	No	NA	Outreach and Education	Public Outreach	Implementation Strategy
Sherburne County Comprehensive Land Use Plan 2010-2030	Continue to publish articles in the Environmental Educator (distributed county-wide). Page 1442	No	NA	Outreach and Education	Public Outreach	Implementation Strategy
2017 Amendment to Wright County Water Management Plan	Priorirty concern: agricultural issues; Goal D: Achieve countywide use of environmentally conscious practices by agricultural producers to protect and enhance Wright County's natural resources.	No	NA	Outreach and Education	Public Outreach	Implementation Strategy

BWSR Priority Concern Letter, December 20th, 2022	Soil and Water Conservation Ethic – The majority of land within the MRSC Watershed is privately owned and the daily land management decisions of these thousands of landowners across the watershed will influence water quality and quantity. There is not a uniformly agreed upon ethical framework among landowners within the watershed within which these land use decisions are made. Without the development of a consensus on a soil and water conservation ethical standard, individuals will have no benchmark against which to frame their land management decisions. With the MRSC 1W1P planning partnership consisting of representatives from the counties and conservation districts, the One Watershed One Plan process provides the opportunity for the elected leaders within their communities to develop and promote a soil and water conservation ethic that will ensure the continued sound management of the watershed's soil and water resources. We encourage the policy committee members to create a sound watershed ethical framework in which LGU elected officials recognize and empower the watershed residents to make decisions that allow for the individual and community management of locally important water resources and other features of the	Yes	Outreach and Education	Public Outreach	Potential Priority Issue
DNR Priority Concern Letter, January 26, 2023	Educate and engage the public on best practices for reducing the spread of invasives when transferring wood, cleaning boats, cleaning ATVS, as well as other activities with the potential to spread invasive species.	No	Outreach and Education	Public Outreach	Implementation Strategy
MPCA Priority Concern Letter, January 13th, 2023	Continue to pursue, recognize and promote water quality success stories within the MRSCW. Within the last decade, the MRSCW has seen several successfully restored streams and lakes. Two examples of this include the nutrient delisting of Lake George in the city of St. Cloud and the bacteria delisting of Plum Creek in Stearns County. One common theme that ties all these successes together and helps promote success going forward is that through partnerships, strategic planning and action, the state and its partners supported approach to restoring and protecting water quality is working. The 2022 assessment cycle in the MRSCW brought us three chemistry delistings with documented improvements in water quality. See MRSCW assessment and trends update for additional information	No	Outreach and Education	Public Outreach	Implementation Strategy
Stakeholder Involvement					
Clearwater River Watershed District Comprehensive Watershed Plan 2021-2030	Priority issue 6: operation and maintenance	Yes	Outreach and Education	Stakeholder Involvement	Potential Priority Issue

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2003 Mississippi Scenic Riverway Draft Management Plan	Need for Stewardship of River and Surrounding Land There is no organized stewardship program in this stretch of the Mississippi, and many people are unaware of what is meant by stewardship. An organized stewardship program would benefit this corridor by bringing important issues to the forefront and bringing people together for better watershed and river corridor quality.	No	Mississippi River	Outreach and Education	Stakeholder Involvement	Implementation Strategy
DNR Priority Concern Letter, January 26, 2023	Promote the practice of cleaning and inspecting construction equipment before use.	No		Outreach and Education	Stakeholder Involvement	Implementation Strategy

Policy and Regulation (or Landuse Management)

RESPONSE LETTERS WATER PLANS REPORTS

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
Administrative Priorities						
Sherburne County Comprehensive Land Use Plan 2010-2030	The County will continue to require that a property's SSTS meet minimum standards when the property is sold or transferred by mortgage, contact for deed, or other transfer of ownership and when a building permit is obtained from the County. page 141	No	NA	Policy and Regulation	Administrative Priorities	Implementation Strategy
City of St. Cloud Stormwater Management Plan	The foundational goals for the SWMP are: 2. compliance with the regulatory requirements the originate with the Clean Water Act and delegate St. Cloud through State administered stormwater permits	No	NA	Policy and Regulation	Administrative Priorities	Goal
City of St. Cloud Stormwater Management Plan	The foundational goals for the SWMP are: 3. management of City expenditures to achieve the most benefit for the least cost.	No	NA	Policy and Regulation	Administrative Priorities	Goal
2017 Amendment to Wright County Water Management Plan	Priority concern: surface water quality; Goal B: Position Wright County to maximize local control and funding for TMDLs.	No	NA	Policy and Regulation	Administrative Priorities	Goal
Clearwater River Watershed District Comprehensive Watershed Plan 2021-2030	Priority issue 5: sustainable administration and funding	Yes		Policy and Regulation	Administrative Priorities	Potential Priority Issue
Upper Watershed TMDL Studies for Clearwater River Watershed District November 2009	This TMDL sets forth a proposed implementation framework and load reduction strategies. The final implementation plan is part of a program to address all TMDLs within the Clearwater River Watershed District. Strategies will be refined annually as new monitoring data and evaluation indicates. The estimated cost of implementation for all the TMDLs addressed in the upper watershed is $7.6 million over 10 years.	No		Policy and Regulation	Administrative Priorities	Implementation Strategy

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Upper Mississippi Clearwater River: County Ditch #44 to Lake Betsy Dissolved Oxygen TMDL, November 2010	This TMDL sets forth an implementation framework and load reduction strategies. These are proposed implementation strategies that will be refined in the final implementation plan. The final implementation plan is part of a program to address all TMDLs within the Clearwater River Watershed District. The estimated cost of implementation for all TMDLs in the CRWD over 10 years is $9.3 million.	No		Policy and Regulation	Administrative Priorities	Implementation Strategy
Collaboration						
Sensitive Areas Management Plan May 2013 Benton County	The objectives of the SAMP are: 4. To protect unique, natural, and environmentally sensitive water resource areas that are utilized by residents for drinking, recreation, aesthetics, and other uses;	No	NA	Policy and Regulation	Collaboration	Goal
2003 Mississippi Scenic Riverway Draft Management Plan	Lack of Coordination Coordination between federal, state, and local units of government is crucial to good management of the river and the surrounding watershed. This coordination doesn't always happen, however, and inconsistencies in management of the river lead to problems, such as unwanted developments, new river crossings in poor locations, and confusing rules and regulations. This frustrates all parties involved, including private landowners and the public using the river.	Yes	Mississippi River	Policy and Regulation	Collaboration	Potential Priority Issue
Public Kick-off & Virtual Open House Combined Data	Top land use management/policy & regulation concern (tied for concern #3): lack of coordination with other local, state, federal, and non-profit organizations	Yes		Policy and Regulation	Collaboration	Potential Priority Issue
Land Use Management						
Sherburne County Comprehensive Land Use Plan 2010-2030	The County regulates Shoreland, Floodplain, and Wild & Scenic River zoning districts.	No	NA	Policy and Regulation	Land Use Management	General Statement
Sherburne County Comprehensive Land Use Plan 2010-2030	Policy 1: Sherburne County's natural resources (soil, water, and ecology) provide unique opportunities and constraints. It is the County's policy to consider these opportunities and constraints when making land use decisions.	No	NA	Policy and Regulation	Land Use Management	General Statement

Sherburne County Comprehensive Land Use Plan 2010-2030	Policy 5: Sherburne County (in addition to Wright County along the I-94 corridor) connects the metropolitan areas of the Twin Cities and St. Cloud, and serves as one of the primary growth corridors of Minnesota. When comparing Sherburne County's location, transportation access, and natural soil and water features (i.e. lack of physcial constraints) to other counties within the larger region, Sherburne County is an attractive area for urban and rural growth. It is the County's policy to continue to properly manage growth, and maintain the County's autonomy from state agencies in regulating local land use decisions.	Yes	NA	Policy and Regulation	Land Use Management	Potential Priority Issue
Sherburne County Comprehensive Land Use Plan 2010-2030	Policy 7: Sherburne County is the planning & zoning authority in the townships of Blue Hill, Clear Lake, Haven (portions thereof), Orrock, Palmer, and Santiago. The County maintains a "Joint Powers Agreement Regarding Zoning" with the townships of Baldwin, Big Lake, and Livonia, in which the County administers and enforces the township's Zoning and Subdivision ordinances. In portions of Becker and Haven townships, the County adminsters zoning and subdivision regulations within hte Scenic River, Recreational River, Shoreland, and Floodplain zoning districts. It is the County's policy to continue to work with townships to effectively regulate land use in a cost efficient manner.	No	NA	Policy and Regulation	Land Use Management	General Statement
Sherburne County Comprehensive Land Use Plan 2010-2030	Altered Hydrology –Land use changes and drainage via tiling and channel modification/realignment has altered the speed, timing, and intensity with which water moves through the landscape. This change in flow patterns can result in higher peak flows and reduced baseflow that can destabilize channels, increase erosion rates, and damage wildlife habitat. The partnership should seek to stabilize flow Minnesota Board of Water & Soil Resources • www.bwsr.state.mn.us regimes and mitigate the damage from areas in which land use and land management changes have significantly altered the historic hydrology.		NA	Policy and Regulation	Land Use Management	General Statement
Sherburne County Comprehensive Land Use Plan 2010-2030	Reconnect stream corridors and floodplains by evaluating and then modifying culverts and dams to allow for the passage of fish and other aquatic life.	No	NA	Policy and Regulation	Land Use Management	General Statement

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Sherburne County Comprehensive Land Use Plan 2010-2030	Issue: Changing weather patterns Water storage and retention in upland areas is essential to combat the effects of altered hydrology. A forthcoming DNR Evaluation of Hydrologic Change (EHC) Technical Summary for this watershed indicates stable hydrologic conditions with adequate water storage for current conditions. We recommend focusing on protection of existing storage capacity and expand storage, when possible, to protect against future changes in precipitation and weather patterns.	No	NA	Policy and Regulation	Land Use Management	Implementation Strategy
Sherburne County Comprehensive Land Use Plan 2010-2030	Increase floodplain connectivity and protect off-channel water storage. The DNR can help identify and target priority areas.	No	NA	Policy and Regulation	Land Use Management	Implementation Strategy
Sherburne County Comprehensive Land Use Plan 2010-2030	Collaborate with FEMA through the National Flood Insurance Program as a Cooperating Technical Partner and amend and enforce the Floodplain Ordinance as required by FEMA. Page 141	No	NA	Policy and Regulation	Land Use Management	Implementation Strategy
Sherburne County Comprehensive Land Use Plan 2010-2030	Consider amending the Scenic and Recreational River ordinance in cooperation with the DNR, so that it is consistent with the Zoning and Subdivision ordinances. Continue to enforce ordinances to protect the environment. Page 141	No	NA	Policy and Regulation	Land Use Management	Implementation Strategy
Sherburne County Comprehensive Land Use Plan 2010-2030	Consider Natural Resource Inventory data when reviewing land use applications. Page 142	No	NA	Policy and Regulation	Land Use Management	Implementation Strategy
Sherburne County Local Water Management Plan 2018-2028	Priority 1: Surface Water Quality: “Cumulative impacts of land use in directly connected and/or riparian areas which have a direct impact on surface water quality.”	Yes	NA	Policy and Regulation	Land Use Management	Potential Priority Issue
Benton County Priority Concerns Scoping Document 2017	Priority Concern 4: Development: Water resources have the potential to be adversely effected by residential, commercial, and industrial growth and development, as well as rural land use changes.	Yes	NA	Policy and Regulation	Land Use Management	Potential Priority Issue
Benton County Comprehensive Local Water Management Plan Supplement 2001	Developments Objective 7: Reduce the impact of general developments on water resources.	No	NA	Policy and Regulation	Land Use Management	Goal
Sensitive Areas Management Plan May 2013 Benton County	The objectives of the SAMP are: 2. To protect these sensitive areas through the collective use of incentives, ordinances, and other development tools such as Planned Unit Development (PUD), Multiple Unit Development (MUD), or Conservation Subdivision;	No	NA	Policy and Regulation	Land Use Management	Goal
Sensitive Areas Management Plan May 2013 Benton County	Areas within the county that are located within either floodplain represent a vulnerable water resource area and should be considered sensitive for any land use such as development.	No	NA	Policy and Regulation	Land Use Management	General Statement

Sensitive Areas Management Plan May 2013 Benton County	Another significant aspect of this SAMP is to recognize areas in Benton County that have already been set aside for protection. These areas typically contain critical, vulnerable, or rare water resource features, making them sensitive areas as well. Opportunities to expand on these protected areas should be taken, when possible, to maximize their effectiveness.	No	NA	Policy and Regulation	Land Use Management	General Statement
Sensitive Areas Management Plan May 2013 Benton County	A number of municipalities in Benton County have passed or have taken the first steps towards an Environmentally Sensitive Areas Ordinance (ESAO). An ESAO defines a formal process by which developments are evaluated as they relate to their impact on environmentally sensitive areas. Typically, a review team comprised of landowners/developers, engineers, local government officials, and scientists outline a process and draft ordinance language aimed at protecting natural features identified as significant. While an ESAO does not protect features through the enforcement of measurable regulatory standards, it does outline a process in which the homeowner/developer's participation is mandatory (MDNR,	No	NA	Policy and Regulation	Land Use Management	Implementation Strategy
2018-2028 Benton County Comprehensive Local Water Management Plan	With Benton County's land use consisting of 41% cropland and another 15.1% grass/shrub/hay/pasture (Figure 6), cropland and pasture runoff containing phosphorus is a concern.	Yes	NA	Policy and Regulation	Land Use Management	Potential Priority Issue

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Stearns County Local Water Management Plan Amendment September 19th, 2019	Development impacts priority concern amendment items: Because the negative effects of development are felt throughout the County, all major watersheds will be included in these efforts. The intent is to build on the success of the Natural Resources Conservation Design Overlay provision of Land Use and Zoning Ordinance #439 to promote its acceptance in additional areas of the County. The release of the newly developed Minimal Impact Design Standards will be used to re-evaluate the erosion and stormwater provisions of the Stearns County Land Use and Zoning Ordinance. Because the SWCD's Shoreland Preservation Agreement has been utilized as an effective tool to ensure permanent protection of natural areas, its use will be promoted. After the NPDES Pilot Program was terminated, a gap in regular NPDES inspections developed. The County and the SWCD will explore establishment of an inspector position that is shared with the cities and townships. To better meet the requirements of the County SWPPP, County staff will be trained to identify instances of illicit discharge and learn what the appropriate actions are.	No	NA	Policy and Regulation	Land Use Management	Implementation Strategy
2003 Mississippi Scenic Riverway Draft Management Plan	In order to preserve and protect designated rivers and adjacent lands, land use ordinances must be adopted and enforced by local governments. M.S. 103F.335 requires each local government unit with jurisdiction over a portion of the Wild and Scenic Mississippi River to adopt or amend their local zoning ordinances and land use district maps to the extent necessary in order to comply with the standards and criteria of the management plan within six months after the effective date of state rules or rule amendments. DNR staff will provide technical assistance to local governments in implementing the new rules by reviewing ordinance amendments and providing suggestions to local governments on projects as requested. Local governments will be responsible for enforcing their ordinances.	No	Mississippi River	Policy and Regulation	Land Use Management	Implementation Strategy

2003 Mississippi Scenic Riverway Draft Management Plan	Vision Goals Riverway Landscape Character - The diverse landscape and scenic character of the river is defined by: river bluffs and high banks, streams and creeks, native vegetation along the shore and on the banks, islands, and changes in the river from a wide to narrow channel, from still waters to rushing rapids, from high to low river flows, from farmland to forest, and from rural to urban land use. Shorelines on stretches of the river that are high in scenic quality appear primarily undeveloped and undisturbed; large tracts of land remaining in primarily a natural condition and undeveloped add greatly to maintaining a natural river landscape character. - The scenic river landscape is enhanced by relatively few bridges and other river crossings. - Existing land uses and land use patterns are an integral part of the river landscape; land use management practices define what the river landscape is and what it will become. - The character of the river landscape is also defined by the type and level of river stewardship and land caretaking practiced by landowners.	No	Mississippi River	Policy and Regulation	Land Use Management	Goal
2003 Mississippi Scenic Riverway Draft Management Plan	A riverway district boundary was established in 1976 using section, quarter-section and other land survey lines and some roadways. While this provides a legally defined, well documented boundary, it produces a “stair-step” pattern along the river corridor. In many cases, land close to the river lies outside of the boundary, while land farther from the river lies within the boundary. The uneven boundary creates situations where land-based activities very close to the river are not controlled by the Wild and Scenic Rivers program, causing potential environmental impacts. Inequity of regulation between adjacent landowners creates a “patchwork” development pattern along the river. Efforts to control land use and development in these areas may not be adequately serving the intent to protect the riverway.	Yes	Mississippi River	Policy and Regulation	Land Use Management	Potential Priority Issue
2003 Mississippi Scenic Riverway Draft Management Plan	Impacts of Changing Land Uses The increasing population in this river corridor reflects the fact the region is among the fastest growing in the state. With population growth comes increased urbanization and changes in land use patterns. These changes are affecting the riverway's natural and cultural resources, scenic quality, cultural character, water quality and recreational experiences.	Yes	Mississippi River	Policy and Regulation	Land Use Management	Potential Priority Issue

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2003 Mississippi Scenic Riverway Draft Management Plan	Inconsistencies in the application and enforcement of land use regulations Local governments have adopted zoning ordinances to reflect mandates in the state wild and scenic river rules. These rules are confusing at times to the public, local units of government and agency staff. The language used in many of the ordinances is unclear or confusing and is subject to arbitrary interpretation. Complicating the situation further, the Department of Natural Resources has final certification approval over some types of local riverway zoning decisions.	No	Mississippi River	Policy and Regulation	Land Use Management	General Statement
2003 Mississippi Scenic Riverway Draft Management Plan	Interest in Private Property Rights Though the state has purchased some scenic easements and fee title lands along this segment of river, the majority of the shoreline is in private ownership. Riparian landowners have purchased their property for a variety of reasons, but all have similar sentiment on their right to use their land as they chose. Guidelines are needed that allow landowners to utilize their property largely as they see fit, but still maintain the integrity of the river resource for others.	Yes	Mississippi River	Policy and Regulation	Land Use Management	Potential Priority Issue
2003 Mississippi Scenic Riverway Draft Management Plan	The original Mississippi Wild & Scenic River management boundary was delineated in 1976. The intent was to create a boundary along the river corridor within which land use controls and limited acquisition would protect the qualities for which the river was originally designated.As noted, the existing boundary uses section, quarter-section and other land survey lines and some roadways. The advantage of using land survey lines for a management boundary is that they are legally defined, well-documented and relatively stable. However, using such lines as the basis for a boundary produces a “stair-step” pattern along the river corridor, since the river runs northwest to southeast and legal boundaries must run north south or east-west. In many cases, land close to the river lies outside of the boundary, while land farther from the river lies within. Distances from the riverbank to the boundary edge range from a minimum of 42 feet to a maximum of 3,014 feet. The uneven boundary creates situations where some land-based activities very close to the river are not controlled by the program, causing potential environmental impacts as well as scenic and aesthetic concerns along the river corridor.	Yes	Mississippi River	Policy and Regulation	Land Use Management	Potential Priority Issue

Operational Plan for Management of Sand Dunes State Forest 2013-2022 DNR	major areas of concern and/or contention can be summarized as: Land cover (i.e., vegetation) decisions and impacts to environment/biodiversity	No	Sand Dunes State Forest	Policy and Regulation	Land Use Management	General Statement
Elk River Bacteria and Turbidity TMDL, Big Elk Lake and Mayhew Lake Nutrient TMDLs January 2009	the majority of the Elk River Watershed lies within Benton and Sherburne Counties. Land use in the northern portion of the watershed is primarily agricultural and feedlot density is high. The southern portion of the watershed is mainly comprised of irrigated agriculture and urban/residential developments.	No	Elk River Watershed	Policy and Regulation	Land Use Management	General Statement
Elk River Bacteria and Turbidity TMDL, Big Elk Lake and Mayhew Lake Nutrient TMDLs January 2009	The high percentage of agricultural land use in riparian areas leads to an extremely high potential to introduce large amounts of phosphorus, sediment, and bacteria to surface waters. Furthermore, the numerous small to medium sized feedlots and riparian pastures offer additional opportunities for manure to enter surface water directly. To this point, the southern portion of the watershed is mainly comprised of irrigated agriculture and urban/residential developments.	Yes	Mayhew Lake & Big Elk Lake	Policy and Regulation	Land Use Management	Potential Priority Issue
BWSR Priority Concern Letter, December 20th, 2022	Population Growth – The MN Department of Transportation predicts that central Minnesota will be the region that sees the fastest population growth in the state. These new residents will put pressure on the region's soil and water resources by increasing: parcelization for residential housing, demand for recreation, water consumption for domestic and commercial uses, and ultimately affect overall quality of life. Many of the counties have identified preserving the agricultural nature of the landscape as important components of their county comprehensive plans. Balancing the needs of the new residents with the capacity of the local soil and water resources, both surface and ground water, will be an important feature in maintaining and improving the region's resources.	Yes		Policy and Regulation	Land Use Management	Potential Priority Issue

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BWSR Priority Concern Letter, December 20th, 2022	Local Controls – One of the best ways for ensuring high quality water and the protection of local natural resources is to ensure these resources do not become impaired in the first place. While financial incentives and activities are useful for restoring a system after it has been degraded, local controls provide an important check on unwise land uses and development. With development and land use conversion being a significant potential risk to water resources in the southern half of the watershed, effective local land use controls are an important tool in water quality protection. The Mississippi River – St. Cloud planning partnership should seek to ensure that current and future land use controls are effectively implemented in such a way as to balance growth needs with water quality and natural	Yes		Policy and Regulation	Land Use Management	Potential Priority Issue
BWSR Priority Concern Letter, December 20th, 2022	Public Land Management – Within the Mississippi River – St. Cloud Watershed, there are fairly extensive holdings of public lands including the refuge, state forests and parks, county parks, and city parks. Multiple benefits can be achieved with increasing and improving habitat corridors in the watershed. In addition, there are many public access points to the watershed's lakes and rivers. Balancing access and enjoyment with natural resource protection will be an important consideration as this region is likely to see ever increasing interest in recreational development. Therefore, it will be critically important to ensure there is good communication between the planning partnership and the managing entities to ensure the valuable recreational and public lands are not loved to degradation.	Yes		Policy and Regulation	Land Use Management	Potential Priority Issue
DNR Priority Concern Letter, January 26, 2023	Strengthen local controls that protect water quality such as shoreland and wetland ordinances, and stormwater infrastructure. Encourage the local authorities to enforce existing rules and grant fewer variances.	No		Policy and Regulation	Land Use Management	Implementation Strategy
DNR Priority Concern Letter, January 26, 2023	Enforcing buffer laws and ordinances is an effective way to continue protecting and improving unstable streams and lakes. Continue to support county and SWCD staff in monitoring buffer law compliance and positive engagement with landowners.	No		Policy and Regulation	Land Use Management	Implementation Strategy

DNR Priority Concern Letter, January 26, 2023	Encourage sustainable use practices within Quarry Park and adjacent lands to limit water quality and quantity, along with noise impacts to the Scientific and Natural Area (SNA) associated with mining and dewatering activities. Limit future expansions to mining in this area, which may result in adverse impacts to the SNA	No		Policy and Regulation	Land Use Management	Implementation Strategy
DNR Priority Concern Letter, January 26, 2023	Update floodplain and storm water ordinances to account for increased flood frequency and magnitude. Adopt storm water management ordinances that follow Minimal Impacts Design Standards (MIDS), especially in areas outside of MS4 regulation.	No		Policy and Regulation	Land Use Management	Implementation Strategy
DNR Priority Concern Letter, January 26, 2023	Native plants require almost no additional water use or inputs and provide valuable habitat for wildlife. Encourage and require, when possible, the use of native, weed-free, state seed mixes for landscaping, storm water features, and revegetation of project areas. The Board of Soil and Water Resources' Lawns to Legumes Program contains many relevant resources.	No		Policy and Regulation	Land Use Management	Implementation Strategy
DNR Priority Concern Letter, January 26, 2023	Consider restricting the use of erosion control materials to "bio-netting" and other wildlife-friendly materials that do not contain plastic.	No		Policy and Regulation	Land Use Management	Implementation Strategy
MDA Priority Concern Letter, January 25, 2023	Groundwater Protection Rule (GPR) The GPR minimizes potential sources of nitrate pollution to the state's groundwater and protects our drinking water. The rule restricts the application of commercial nitrogen fertilizer in the fall and on frozen soils in areas vulnerable to contamination (part 1), and it outlines steps to reduce the severity of the problem in areas where nitrate in public water supply wells is already elevated (part 2).	No		Policy and Regulation	Land Use Management	Implementation Strategy
Priority Issues & Descriptions, Wright County, January 11, 2023	Permitted municipal and industrial point sources of pollution can impact water quality conditions.	Yes		Policy and Regulation	Land Use Management	Potential Priority Issue
Priority Issues & Descriptions, Wright County, January 11, 2023	Urban runoff delivers sediment, nutrients, and bacteria to surface waters.	Yes		Policy and Regulation	Land Use Management	Potential Priority Issue

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Upper Watershed TMDL Studies for Clearwater River Watershed District November 2009	There are no individual permitted sources in the watershed allowed to discharge to surface waters. The Wasteload Allocation represents the WWTPs which operate using land application, cluster systems which discharge to drainfields, potential future systems that have been evaluated for the area, and the NPDES Construction Permit. All but the NPDES permit have WLA of 0, as the MPCA has rejected requests to discharge to area lakes in the past.	No	Policy and Regulation	Land Use Management	General Statement
Public Kick-off Meeting	"Land use management is essential, without it, all other priorities fall apart" attendee comment.	No	Policy and Regulation	Land Use Management	Implementation Strategy
Public Kick-off Meeting	Continue to participate in the development of the MRSCW Watershed Restoration and Protection Strategy (WRAPS)/Total Maximum Daily Load (TMDL) – update project and consider utilizing this information as a planning tool as it comes available. This project is currently set for completion on June 30, 2024, with a significant level of work planned for completion in 2023 concurrently when the MRSCW 1W1P is being developed. This includes the development of the draft of the MRSCW WRAPS update and the draft MRSCW TMDL report, which will address 17 impairments within the MRSCW (Escherichia coli [E. coli] - 10, nutrients - 6, and fish and benthic macroinvertebrate bioassessments - 1).	Yes	Policy and Regulation	Land Use Management	Potential Priority Issue
Virtual Open House	Prioritizing Investments: Land Use Management as number 2 with 20 votes	Yes	Policy and Regulation	Land Use Management	Potential Priority Issue
Other					
Public Kick-off & Virtual Open House Combined Data	Top land use management/policy & regulation concerns (concern #1): lack of stakeholder understanding of connections between land use activities and water quality	Yes	Policy and Regulation	Other	Potential Priority Issue
Public Kick-off & Virtual Open House Combined Data	Top land use management/policy & regulation concerns (concern #2): adequacy of existing regulations and ordinances to address adverse impacts on groundwater, surface water, and natural resources	Yes	Policy and Regulation	Other	Potential Priority Issue
Public Kick-off & Virtual Open House Combined Data	Top land use management/policy & regulation concerns (tied for concern #3): lack of resources to track enforcement	Yes	Policy and Regulation	Other	Potential Priority Issue
Political Support					

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Public Kick-off & Virtual Open House Combined Data	Land use management/policy & regulation concern provided under "other": lack of support from government regulators for lake groups	Yes	Policy and Regulation	Political Support	Potential Priority Issue

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Preserve Prime Farmland

RESPONSE LETTERS WATER PLANS REPORTS

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
Sherburne County Comprehensive Land Use Plan 2010-2030	Policy 8: Sherburne County farmers have made significant investments in irrigation systems for the cultivation of row crops. Agricultural corridors fragmented by development contribute to the rising cost of farming through increased land values, increased traffic, and non-compatible adjacent land uses. It is the County's policy to preserve agricultural areas.	Yes	NA	Habitat and Natural Resources	Preserve Prime Farmland	Potential Priority Issue

Protect Groundwater

RESPONSE LETTERS WATER PLANS REPORTS

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategor	NOTES
Sherburne County Comprehensive Land Use Plan 2010-2030	Policy 4: Sherburne County's waterways and aquifers are susceptible to pollution because of the County's sandy permeable soils. It is the County's policy to educate the public about the environment, and promote best management practices.	Yes	NA	Groundwater	Protect Groundwater Resources	Potential Priority Issue
Sensitive Areas Management Plan May 2013 Benton County	The St. Cloud Metro Area in southwestern Benton County (encompassing the cities of Sartell, Sauk Rapids, and St. Cloud, as well as Sauk Rapids Township and the western half of Minden Township) should also be considered highly sensitive. Major factors in this area include: sizeable wellhead and surface water management areas, high degree of impervious cover, some HEL along bluffs and slopes, moderately sensitive surficial and buried aquifers, and a few impaired and protected waters.	No	NA	Groundwater	Protect Groundwater Resources	General Statement
Stearns County Local Water Management Plan Amendment September 19th, 2018	Introduction to Amendments to the Priority Concern: Source Water Protection The original Source Water Protection Priority Concern was focused primarily on the water quality in public wells. The Minnesota Department of Agriculture has found both a very high incidence of high nitrate-nitrogen levels and an increasing trend in the nitrate-nitrogen levels of ground water of the Central Sands area. In response to this the MDA began monitoring levels of nitrate-nitrogen in Central Sands domestic wells in 2009 with the SWCD as a partner. Due to increased concern about the quality of domestic well water, the amended action items include increasing public awareness of the vulnerability of domestic well water and actions to prevent contamination of domestic well water. There are also action items that address concerns about arsenic in private wells and an increasing awareness of the potential effects of emerging contaminants. Based on the recently published Stearns County Aggregate Potential Map showing that most of the mineral deposits are in vulnerable Wellhead Protection Areas, additional protective measures for aggregate mining in Wellhead Protection Areas overlying geologically sensitive aquifers will be developed.	No	NA	Groundwater	Protect Groundwater Resources	Implementation Strategy
2017 Amendment to Wright County Water Management Plan	Priority concern: groundwater quality; Goal: Provide high quality groundwater supplies to the citizens of Wright County.	No	NA	Groundwater	Protect Groundwater Resources	Goal
DNR Priority Concern Letter, January 26, 2023	Work with the DNR to explore the vulnerability of water resources such as the Mt. Simon aquifer and strategies to protect them.	No		Groundwater	Protect Groundwater Resources	Implementation Strategy

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MDH Priority Concern Letter, January 27th, 2023	Prioritize Drinking Water Supply Management Areas (DWSMA) in the Mississippi River-St. Cloud Watershed 1W1P. DWSMA boundaries establish a protection area through an extensive evaluation that determines the contribution area of a public water supply well, aquifer vulnerability and provide an opportunity to prioritize specific geographic areas for drinking water protection purposes. DWSMA boundaries that extend beyond city jurisdictional limits or are established in Wellhead Protection (WHP) Action Plans for nonmunicipal public water supplies, like mobile home parks, can be a special focus for local partners prioritizing drinking water protection activities. Four of the public water suppliers within the Mississippi River-St. Cloud watershed (Sauk Rapids, Rockville, Becker and Eden Valley) have DWSMAs with surface water contribution areas, meaning that water is exchanged between surface water bodies and the groundwater aquifers. These conditions can create pathways for contaminants in surface water to enter groundwater.	Yes	DWSMAs	Groundwater	Protect Groundwater Resources	Potential Priority Issue
Public Kick-off & Virtual Open House Combined Data	Top groundwater concern (concern #1): drinking water safety	Yes		Groundwater	Protect Groundwater Resources	Potential Priority Issue

Protect Surface Water Resources

RESPONSE LETTERS WATER PLANS REPORTS

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
Watershed Analysis for Sugar Lake - Wright County 2017	PTMApp identified 959 potential BMPs within the Sugar Lake Watershed. Each of these is broken up into one of six treatment groups. There were 74 filtration BMPs, 20 biofiltration BMPs, 12 infiltration BMPs, 283 protection BMPs, 304 source reduction BMPs and 266 storage BMPs. Based on PTMApp output data and field work by Wright Soil and Water Conservation District (SWCD) staff 16 practices were chosen to further investigate and prioritize for possible installation. Of these 16 practices 6 are filtration, 5 are storage and 5 are source reduction.	No	Sugar Lake Watershed	Surface Water	Protect Surface Water Resources	Implementation Strategy
Watershed Analysis for Sugar Lake - Wright County 2017	Sugar Lake has relatively good water quality and was called out as a protection lake in the Wright County Water Management Plan.	No	Sugar Lake	Surface Water	Protect Surface Water Resources	General Statement
Watershed Analysis for Sugar Lake - Wright County 2017	The primary sources of total phosphorus align closely to the total sediment sources (Figure 9). There are some additional source areas of total phosphorus that occur in some of the near shore and residential areas. Total phosphorus contributions from the Indian Lake area will be overestimated. However, there may still be some phosphorus contributions from the dissolved load that could travel through the groundwater.	Yes	Indian Lake	Surface Water	Protect Surface Water Resources	Potential Priority Issue
Integrated Pest Management Plan for Common Carp in Big Eagle Lake, Sherburne County 2022	It [Big Eagle Lake] is on the MPCA's impaired waters list due to poor water clarity and excess nutrients since 2022. These impairments limit recreational opportunities as well as waterfowl habitat, native aquatic vegetation abundance, and native game fish populations	No	Big Eagle Lake	Surface Water	Protect Surface Water Resources	General Statement
Big Lake & Lake Mitchell Stormwater Retrofit Analysis	Both Big Lake and Lake Mitchell are currently reaching their water quality conditional use goals; the lakes boast relatively clear summer water conditions with minimal nutrient and algal content.	No	Big Lake & Lake Mitchell	Surface Water	Protect Surface Water Resources	General Statement
BWSR Priority Concern Letter, December 20th, 2022	Mississippi River -. The Mississippi River is a significant resource in the planning area. Whether or not the river becomes a priority resource in the plan, we expect the plan to describe the connection to the river in context with the implementation framework.	Yes		Surface Water	Protect Surface Water Resources	Potential Priority Issue
DNR Priority Concern Letter, January 26, 2023	Protect high-quality unimpaired waters, especially those with the greatest risk of becoming impaired, such as streams, wild rice lakes, shallow lakes, and lakes sensitive to phosphorus. A good starting point for priority lakes can be found on the Lakes of Biological Significance (LBS) GIS layer. This online resource identifies lakes with unique animal or plant communities. Prioritize protecting high value resources with declining water quality trends such as Big Lake and Mitchell Lake. The DNR can assist in identifying and prioritizing theses resources. o Priority Lakes of bio-significance for protection: Josephine, Rice, Boyd, Little Elk, Limestone, and Sandy lakes	Yes	Big Lake, Mitchell Lake, Josephine Lake, Rice Lake, Boyd Lake, Little Elk Lake, Limestone Lake, Sandy Lake	Surface Water	Protect Surface Water Resources	Potential Priority Issue
MPCA Priority Concern Letter, January 13th, 2023	Water quality protection - All waters currently supporting aquatic life and recreation in the watershed are considered waters to protect. Over time, if these waters are not protected, it is possible they will join the ranks of impaired waters. Working to ensure the protection of the surface waters from degradation through the 1W1P process is critical to the overall environment and economic health of the area.	Yes		Surface Water	Protect Surface Water Resources	Potential Priority Issue

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Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
MPCA Priority Concern Letter, January 13th, 2023	Lake Protection Reports It has been decided by the MRSCW WRAPS/TMDL partner group and MPCA TMDL staff to develop Lake Protection reports for three lakes within the MRSCW (watershed partner meeting 8/24/2022). Supporting this effort and utilizing this protection tool through the 1W1P process is recommended. Lakes selected include: o Big 71-0082-00. Fish bioassessments impairment (listed in 2022). Water chemistry data is very good to excellent. o Mitchell 71-0081-00. Fish bioassessments impairment (listed in 2022). Connected to Big Lake. o Sugar 86-0233-00. The Fish Index of Biotic Integrity (FIBI) is considered exceptional. One of the few cisco and muskie lakes in the MRSCW. It is a unique high-quality lake situated at the southern Cisco range in Minnesota. o Other Lakes noted by partners for Lake Protection Consideration and/or additional data needs in future include: Ann 71-0069-00, Beaver 73-0023-00, Crooked 73-0006-00, Long 73-0004-00, Warner 73-0011-00	Yes	Big Lake, Mitchell Lake, Sugar Lake, Ann Lake, Beaver Lake, Crooked Lake, Long Lake, and Warner Lake	Surface Water	Protect Surface Water Resources	Potential Priority Issue
Priority Issues & Descriptions, Wright County, January 11, 2023	Surface waters continue into the Mississippi River, supplying drinking water to communities downstream.	No		Surface Water	Protect Surface Water Resources	General Statement

Protect Soil Health

RESPONSE LETTERS WATER PLANS REPORTS

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
BWSR Priority Concern Letter, December 20th, 2022	Soil Health – Soil that functions at its optimum biological potential provides many ecological benefits including holding nutrients, filtering and storing water, fixing carbon, and maintaining stability through severe weather events. Properly managing soils to achieve their biological potential is a critical component throughout all of the landscapes within the MSRC watershed including residential and heavily urbanized areas. The MRSC One Watershed One Plan partnership should strive to increase the biological capability of underperforming soils while protecting those soils that are at their optimum potential.	Yes		Habitat and Natural Resources	Protect Soil Health	Potential Priority Issue
DNR Priority Concern Letter, January 26, 2023	Promote the use of cover crops and encourage the conversion of marginal agricultural land to permanent native vegetation to promote infiltration and reduce runoff.	No		Habitat and Natural Resources	Protect Soil Health	Implementation Strategy
Sherburne SWCD Priority Concern Letter, January 12th, 2023	Soil health - The sandy soils of our region contain low organic matter. As such, our efforts and partnerships with agricultural producers have focused on programs to improve soil organic matter content. Cover crops and conservation tillage are some of the more heavily utilized tools by producers.	Yes		Habitat and Natural Resources	Protect Soil Health	Potential Priority Issue

Stormwater Management

RESPONSE LETTERS WATER PLANS REPORTS

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A Decade of Work Reduces Pollution in St. Cloud's Lake George	A stormwater treatment pond just south of Lake George, affectionately known as Little George, was constructed in 1998 to capture sediment and pollutants before they reach the lake. Little George was dredged for the first time in November 2018 to restore treatment capacity. More than 900 tons of sediment — about 50 semi-truck loads — were removed from the pond and disposed of at a landfill. The city also added iron filings to the pond as part of a partnership study project with the University of Minnesota, with assistance from the Minnesota Conservation Corps. The iron filings are intended to trap phosphorus and reduce its release from the pond, to keep it out of Lake George.	No	Lake George	Surface Water	Stormwater Management	Implementation Strategy
A Decade of Work Reduces Pollution in St. Cloud's Lake George	The lake also received four alum treatments in 2018. Further treatments were completed in 2019 and 2020, in an effort to reach water quality goals.To address stormwater runoff before it enters Lake George, an underground stormwater retention and filtration treatment facility was installed in 2020, under the parking lot off the northwest corner of the lake. It uses settling chambers and a filtration system to capture sediment and remove phosphorus before it enters the lake. Each year, the system keeps estimated 29.7 pounds of phosphorus and 23,600 pounds of sediment out the lake.	No	Lake George	Surface Water	Stormwater Management	Implementation Strategy
Benton County Priority Concerns Scoping Document 2017	The rapid development in the City of St. Cloud effects the city's stormwater management. As a result, the city has created numerous plans to focus on development, redevelopment, and stormwater management within heavily urbanized areas such as northeast St. Cloud located in Benton County (Appendix D). Northeast St. Cloud is a significant source of pollution to the Mississippi River as a result of large sediment loadings entering the river through stormwater runoff. The St. Cloud 2012 Northeast Drainage Analysis (Appendix D) discusses ways to better incorporate stormwater management, including numerous projects which have been installed including an underground regional treatment system and four sump catch basins.	Yes	Mississippi River	Surface Water	Stormwater Management	Potential Priority Issue
Sensitive Areas Management Plan May 2013 Benton County	Priority Concern 2 from 2008 plan revision of CLWMP: development	Yes	NA	Surface Water	Stormwater Management	Potential Priority Issue
Sensitive Areas Management Plan May 2013 Benton County	The objectives of the SAMP are: 1. To balance the demands of water resource protection and development opportunities through mapping applications that identify sensitive areas throughout Benton County;	No	NA	Surface Water	Stormwater Management	Goal
Sensitive Areas Management Plan May 2013 Benton County	The objectives of the SAMP are: 3. To identify potential water resource conservation, protection, and enhancement areas within developed areas of the county;	No	NA	Surface Water	Stormwater Management	Goal
2018-2028 Benton County Comprehensive Local Water Management Plan	Contaminated stormwater runoff is a concern for water quality, as many stormwater systems discharge directly into lakes or rivers without first being treated to remove pollutants. The rapid development in the City of St. Cloud, has had a substantial effect on the city's stormwater management. As a result, the city has created Figure 48: Water Turbidity. 52 | Page numerous plans to focus on development, redevelopment, and stormwater management in urbanized areas such as northeast St. Cloud. Northeast St. Cloud is a significant source of pollution to the Mississippi River as a result of large sediment loadings entering the river through stormwater runoff. The St. Cloud 2012 Northeast Drainage Analysis discusses ways to incorporate stormwater management, including installation of an underground regional treatment system and four sump catch basins.	No	NA	Surface Water	Stormwater Management	Implementation Strategy
City of St. Cloud Stormwater Management Plan	St. Cloud's NE Industrial Area generates significant TSS loads to the Mississippi River. To date these loads have not been quantified. Generally, the loads originate from the widespread gravel parking lots, loading areas, roadways and from the lack of stormwater ponds and treatment areas. The City of St. Cloud does not expect to spend time monitoring this situation and would rather proceed to preliminary concepts for the improvements. The preliminary plan is included as one of the City's implementation items.	No	Mississippi River	Surface Water	Stormwater Management	Implementation Strategy
BWSR Priority Concern Letter, December 20th, 2022	Urban Stormwater – Analyze the level of impact urban stormwater has on the priority natural resources identified during the planning process and address the issue accordingly.	No		Surface Water	Stormwater Management	Implementation Strategy
DNR Priority Concern Letter, January 26, 2023	Update storm water systems and modernize ditches for storage capacity to operate effectively under increased runoff.	No		Surface Water	Stormwater Management	Implementation Strategy
DNR Priority Concern Letter, January 26, 2023	Install rain gardens,storm water retention ponds, and storm water re-use projects to protect against the impacts of future development.	No		Surface Water	Stormwater Management	Implementation Strategy
MPCA Priority Concern Letter, January 13th, 2023	Stormwater management will be a critical component of this plan. Currently, 4 of the 10 fastest growing cities in Minnesota are either in or on the edge of the MRSCW (e.g. Otsego – in, Rogers, Dayton, Sartell – edge). It is anticipated that the overall intensity of the land use will continue to increase substantially in and around the MRSCW in the next decade. With this increase, comes the threat of increased storm water runoff carrying pollutants such as sediment and phosphorus with the runoff water. As urbanization occurs and the percentage of impervious surface increases, an increasing amount of precipitation runs off the landscape and eventually is discharged to receiving waters. The continued effort towards strategic growth, where critical lands/areas are left undisturbed to the extent possible reducing storm water runoff, will be an essential component in protecting the water resources of this watershed now and for future generations.	Yes		Surface Water	Stormwater Management	Potential Priority Issue

Surface Water Quality

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Sherburne County Comprehensive Land Use Plan 2010-2030	Power plants are located near the Mississipppi in Becker, Monticello, and Elk River and discharge warming water into the river. Page 38	Yes	Mississippi River	Surface Water	Surface Water Quality	Potential Priority Issue
MPCA Website, Watershed Information	Working to restore and protect the surface waters within this watershed through the implementation of best management practices is critical to the overall environmental and economic health of the area. The major threats to the watershed include: Loss of shoreline buffers and habitat due to development. Introduction of large amounts of phosphorus, sediment, and bacteria to surface waters. The combination of long, moderately steep slopes and easily erodible sandy loam soil that is inherently high in phosphorus. Increased nutrient, contaminant, and sedimentation loading from stormwater runoff from development and other non-point sources. Protecting drinking water supplies from bacteria impairments. Loss of biodiversity due to competition from invasive species. Relatively high percentage of agricultural and urban/residential land uses within the watershed.	Yes	NA	Surface Water	Surface Water Quality	Potential Priority Issue
MPCA Watershed Assessment and Trends Update, August 2022	Between 2009 and 2019, the overall health of fish and macroinvertebrate communities in the watershed improved. Lake conditions told a similar story of improving quality with a number of restored waters earning approval to remove some nutrient impairments from the impaired waters list. These improvements are a testament to the efforts of local watershed managers and the partnerships they build. However, continued problems include loss of shoreline buffers and habitat due to development, excess nutrients, elevated levels of bacteria, and low dissolved oxygen levels.	No	NA	Surface Water	Surface Water Quality	General Statement
MPCA Watershed Assessment and Trends Update, August 2022	Intense monitoring (2014-2019), state, local partners, and landowner partnerships, and strategic implementation of numerous best management practices have led to the removal of the bacteria impairment on Plum Creek.	No	Plum Creek	Surface Water	Surface Water Quality	General Statement
MPCA Watershed Assessment and Trends Update, August 2022	Plum Creek below Warner Lake: This stretch of stream was originally listed for excessive bacteria in 2012. In the years that followed, a network of state/local partnerships including Stearns Soil and Water Conservation District (SWCD), private landowners, citizen volunteers, and the University of Minnesota (U of M) successfully completed a number of best management practices. Consequently, the average bacteria concentrations were low enough to delist bacteria in 2020. Efforts included a septic upgrade, culvert replacement/erosion control, buffer establishment, and a minor change to nearby agricultural practices. https://www.epa.gov/sites/default/files/2020-10/documents/mn_plum_creek_1923_508.pdf	No	Plum Creek	Surface Water	Surface Water Quality	Implementation Strategy

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Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
MPCA Watershed Assessment and Trends Update, August 2022	Lake George nutrient delisting (St. Cloud): The lake was listed for excessive nutrients in 2012, and by 2017 there was an approved action plan in place. Starting in 2018, the City of St. Cloud completed in-lake alum treatments, and an underground stormwater treatment upgrade is nearly completed. These efforts and residential raingardens have helped lower the seasonal concentrations of nutrients in the lake to the point of earning a delisting. More information is available on the Lake George Water Quality Improvement Project story board.	No	Lake George	Surface Water	Surface Water Quality	Implementation Strategy
MPCA Watershed Assessment and Trends Update, August 2022	Union Lake and Lake Augusta nutrient delistings: Both lakes near South Haven, Minnesota, show that restoration efforts have been successful, and standards are now being met. The Tri-County Conservation Project spearheaded significant collaborative efforts between Meeker, Stearns, and in 2020, the Minnesota Department of Natural Resources removed an old dam on Drywood Creek, a tributary to the Pomme de Terrre River.	No	Union Lake and Lake Augusta	Surface Water	Surface Water Quality	Implementation Strategy
MPCA Watershed Assessment and Trends Update, August 2022	Birch Lake nutrient delisting: Birch Lake in Sherburne County has been restored and is now meeting standards. Public-private partnerships completed shoreline restoration projects, which reduced erosion and supported rooted plant growth. Installation of a stormwater filtration basin in partnership with Big Lake township has also helped reduce the amount of untreated runoff reaching the lake. Sherburne SWCD has documented the restoration efforts.	No	Birch Lake	Surface Water	Surface Water Quality	Implementation Strategy
MPCA Watershed Assessment and Trends Update, August 2022	Overall, 40% of the assessed stream reaches in the MRSCW support aquatic life use (Figure 1). The lower reaches of the Elk and St. Francis Rivers have fish and macroinvertebrate communities that are in good condition, but many streams, particularly in the lower two thirds of the watershed, have biological communities that are severely degraded (Figure 2). Although some dramatic improvements have occurred, most fish and macroinvertebrate communities in the watershed exhibit signs of degradation characterized by a dominance of pollution-tolerant species.	No	Elk River, St. Francis River	Surface Water	Surface Water Quality	General Statement
MPCA Watershed Assessment and Trends Update, August 2022	Water chemistry parameters generally stayed the same or improved slightly between the two assessment periods. Only two new chemistry impairments were identified during this cycle: excessive bacteria in Johnson (Meyer) Creek, and excessive total suspended solids (TSS) in the Clearwater River (focus is upstream of the Kingston Wetland complex).	No	Johnson (Meyer) Creek, Clearwater River	Surface Water	Surface Water Quality	General Statement
MPCA Watershed Assessment and Trends Update, August 2022	Elevated nutrients (such as total phosphorus) were noted on several stream sections in the headwaters area of the Clearwater River. However, thanks in part to the Kingston Wetland project, river nutrients and sediments entering Lake Betty are now lower than they used to be. Low dissolved oxygen remains a potential problem in Rice and Mayhew Creeks, the St. Francis River and the Clearwater River below Clearwater Lake.	No	Clearwater River, Rice and Mayhew Creeks, St. Francis River	Surface Water	Surface Water Quality	Implementation Strategy

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
MPCA Watershed Assessment and Trends Update, August 2022	Lake water quality overall has improved since 2009. A handful of lakes that were previously listed for excessive nutrients have successfully been removed from the Impaired Waters List (Augusta, Union, George, and Birch). The City of St. Cloud, Sherburne & Stearns SWCD, and Clearwater River Watershed District have each worked to successfully restore water quality in these lakes. All groups have plans of continued diligence as long-term protection efforts begin. There are now 21 lakes that support recreational uses, and 19 that are impaired (Fremont, Julia, and Indian Lakes are all close to meeting standards). Flow through type “riverine” lakes are often more likely to be nutrient impaired (like the chain of Betty-Scott-Louisa-Marie Caroline-Augusta), but efforts by the Clearwater River Watershed District (CRWD) to reduce suspended solids and river nutrients had a hand in the Lake Augusta nutrient delisting	No	Augusta, Union, George, Birch, Fremont, Julia, Indian, Betty, Scott, Louisa, Marie, Caroline, Augusta	Surface Water	Surface Water Quality	General Statement
MPCA Watershed Assessment and Trends Update, August 2022	Twenty-nine lakes within this watershed were assessed for aquatic life for the first time using a fish-based IBI developed for Minnesota lakes. Two lakes (Mayhew and Long) were not assessable due to size or frequent winterkill events. A total of 15 lakes (Bass, Beaver, Birch, Caroline, Cedar, Clearwater, Eagle (71-0067-00), Elk, Julia, Limestone, Marie, Mink, Rush, School Section, and Sugar) fully supported aquatic life. Bass and Cedar Lakes were considered vulnerable with fish IBI scores very near the impairment threshold. Sugar Lake was noted as containing an exceptional fish community. Assessment results for seven lakes (Ann, Augusta, Elk, Indian, Louisa, Pleasant, and Somers) were inconclusive, with four of those lakes (Augusta, Elk, Louisa, and Pleasant) considered vulnerable. Ida and Long lakes did not have enough data to make a formal assessment. The final seven lakes (Betty, Big, Briggs, Eagle, Locke, Mary, and Mitchell) did not support aquatic life use.	No	Many	Surface Water	Surface Water Quality	General Statement
MPCA Watershed Assessment and Trends Update, August 2022	Across the MRSCW, 46 total fish species were captured in 31 lakes during FIBI sampling. Eleven of these species are considered to be intolerant to anthropogenic shoreline and watershed stressors within the watershed (e.g., banded killifish, blackchin shiner, blacknose shiner, cisco, Iowa darter, least darter, logperch, mimic shiner, pugnose shiner, rock bass, and smallmouth bass), while five species were considered to be tolerant to these stressors (e.g., bigmouth buffalo, black bullhead, common carp, fathead minnow, and green sunfish). Four lakes (Augusta, Caroline, Clearwater, and Sugar) have coldwater habitats and contain cisco (tulibee). This is noteworthy as this watershed is located along the southern range for this species.	No	Augusta, Caroline, Clearwater, Sugar	Surface Water	Surface Water Quality	General Statement

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Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
MPCA Watershed Assessment and Trends Update, August 2022	Nitrate concentrations at the three stations are roughly equal to or slightly higher than the watersheds to the north but lower than those to the south. Furthermore, the nitrate concentrations within these systems vary depending on time of year, with concentrations being higher during spring (specifically during snowmelt runoff) and late fall and lower during the early summer to early fall time period. Agriculture is more common in this watershed than those to the north, specifically along the Elk and St. Francis Rivers. It is plausible that nitrates from fertilizers, manure applications, and decomposition of soils and organic matter are infiltrating the soil and groundwater below. The groundwater (and nitrates) then enter these rivers during a time when flows are low and there is less water to dilute the nitrates. Other possible sources of nitrates could include, but are not limited to, overland flow, municipal and industrial wastewater, as well as other point and non-point sources.	Yes	Elk and St. Francis Rivers	Surface Water	Surface Water Quality	Potential Priority Issue
MPCA Watershed Assessment and Trends Update, August 2022	TP and TSS concentrations are higher than other watersheds further to the north and lower than concentrations in watersheds in southern Minnesota. Generally, TSS concentrations are associated with TP concentrations; when one parameter rises so does the other. The increases are commonly associated with rising flows that occur immediately following heavy rain events. The association suggests that phosphorus is bound within the sediment particles and when rain events erode the topsoil and/or river banks surrounding these rivers, the sediment that is washed into the river from overland flow carries phosphorus along with it.	Yes	NA	Surface Water	Surface Water Quality	Potential Priority Issue
MPCA Watershed Assessment and Trends Update, August 2022	MIBI scores on the St. Francis River also increased, resulting in the delisting of the upper reach for macroinvertebrates. While this delisting was not directly attributed to a specific watershed improvement activity, cattle were excluded from the stream in the upper portions of the segment where they previously had access	No	St. Francis	Surface Water	Surface Water Quality	General Statement
MPCA Large River Monitoring and Assessment Summary	Altered Hydrology –Land use changes and drainage via tiling and channel modification/realignment has altered the speed, timing, and intensity with which water moves through the landscape. This change in flow patterns can result in higher peak flows and reduced baseflow that can destabilize channels, increase erosion rates, and damage wildlife habitat. The partnership should seek to stabilize flow Minnesota Board of Water & Soil Resources • www.bwsr.state.mn.us regimes and mitigate the damage from areas in which land use and land management changes have significantly altered the historic hydrology.		Mississippi River	Surface Water	Surface Water Quality	General Statement
MPCA Large River Monitoring and Assessment Summary	Reconnect stream corridors and floodplains by evaluating and then modifying culverts and dams to allow for the passage of fish and other aquatic life.	Yes	Crow River, Mississippi River	Surface Water	Surface Water Quality	Potential Priority Issue

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
MPCA Large River Monitoring and Assessment Summary	Issue: Changing weather patterns Water storage and retention in upland areas is essential to combat the effects of altered hydrology. A forthcoming DNR Evaluation of Hydrologic Change (EHC) Technical Summary for this watershed indicates stable hydrologic conditions with adequate water storage for current conditions. We recommend focusing on protection of existing storage capacity and expand storage, when possible, to protect against future changes in precipitation and weather patterns.	Yes	Mississippi River	Surface Water	Surface Water Quality	Potential Priority Issue
A Decade of Work Reduces Pollution in St. Cloud's Lake George	Increase floodplain connectivity and protect off-channel water storage. The DNR can help identify and target priority areas.	No	Lake George	Surface Water	Surface Water Quality	General Statement
Nonpoint Success Story Minnesota	Monitoring conducted in 2019 by the Stearns County SWCD, with assistance from volunteer Ted Stevens, showed aver age E. coli counts dropped low enough that the Plum Creek reach is now meeting water quality standards related to bacteria. As a result, MPCA is removing Plum Creek from its 2020 list of impaired waters for bacteria.	No	Plum Creek	Surface Water	Surface Water Quality	General Statement
Our Upper Mississippi Protection Strategies	Mississippi River St. Cloud has 8 lake impairments and 49 river/stream impairments as of June 2017.	No	NA	Surface Water	Surface Water Quality	General Statement
Stressor ID Summary 2014	Low dissolved oxygen has been identified throughout the watershed, mainly in the areas of Battle Brook, Clearwater River, Upper Elk River, Upper St. Francis and St. Francis Rivers, and Silver Creek.	No	Battle Brook, Clearwater River, Upper Elk River, Upper St. Francis and St. Francis Rivers, Silver Creek	Surface Water	Surface Water Quality	General Statement
Stressor ID Summary 2014	Total suspended solids appear to be a significant stressor in the Lower Elk River. The main component of this is elevated phosphorus and algae concentrations coming out of Big Elk Lake	Yes	Elk River, Big Elk Lake	Surface Water	Surface Water Quality	Potential Priority Issue
Stressor Identification Update 2022	Luxemburg Creek (Trib. to Johnson Creek) (07010203-561) In decline: Luxemburg Creek (AUID -561) flows for 5.5 miles before reaching its confluence with Johnson Creek, 7 miles east of Rockville, and is classified as a coldwater trout stream. The headwaters portion of the channel has been channelized, but most of the reach that was sampled for fish and macroinvertebrates remains natural. There is 1 biological monitoring station (09UM044) (Figure 3) on AUID -561 that was sampled in 2009 as part of the cycle I monitoring effort, and repeated in 2019 as part of the cycle II monitoring effort. The fish and macroinvertebrate samples were assessed in 2021, which indicated that while these communities were still meeting standards, the IBI scores fell significantly between 2009 and 2019. Due to this decline, Luxemburg Creek was identified as vulnerable to future impairment, and was included in the SID process.	No	Luxemburg Creek	Surface Water	Surface Water Quality	General Statement
Stressor Identification Update 2022	Sherburne County Ditch #1 (07010203-523) stressors: habitat, altered hydrology, potential DO, potential TSS, potential phosphorus	Yes	Unnamed Ditch/Sherburne County Ditch #1	Surface Water	Surface Water Quality	Potential Priority Issue

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Stressor Identification Update 2022	Silver Creek (07010203-662) Impairment: Silver Creek (AUID -662) flows for 1.5 miles from a small wetland a ½ mile south of CR 39 NW to Silver Lake, in the town of Silver Creek. Silver Creek has not been channelized, and remains natural. There is one biological monitoring station (09UM046) that was sampled for fish and macroinvertebrates in 2009 (Figure 84). Silver Creek was assessed in 2011, which resulted in fish and macroinvertebrate impairments. The fish stream class is class 7 (Low Gradient) and the macroinvertebrate stream class is class 6 (Southern Forest Streams Glide/Pool).Silver Creek (07010203-662) stressors: phosphorus, lack of habitat, altered hydrology, geomorphology, connectivity, possible low DO	Yes	Silver Creek	Surface Water	Surface Water Quality	Potential Priority Issue
WRAPS 2015	The major threats to the watershed include: · Introduction of large amounts of phosphorus, sediment, and bacteria to surface waters from various sources, including hydrological changes. Mississippi River – St. Cloud Watershed Report 35 · Relatively high percentage of agricultural land use, including row crops, feedlots and riparian pasturelands, as well as concentrated urban/residential land uses within or directly connected to riparian zones. · Increased nutrient, contaminant, and sedimentation loading from stormwater runoff from agriculture, urban/residential development and other non-point sources. · Loss of riparian buffers and habitat due to agricultural land use and urban/residential development. · Loss of biodiversity due to competition from invasive species (ex. exotic aquatic organisms such as common carp and curly leaf pondweed in shallow lake ecosystems), changes in hydrology (ex. draining of seasonal basins and channelization of streams) and climatic changes (ex. changes in frequency and amount of precipitation events. · The combination of long, moderately steep slopes and easily erodible sandy loam soil that is inherently high in phosphorus. · Some wetlands contributing soluble phosphorus to downstream waters due to nutrient loading over time.	Yes	Mississippi River	Surface Water	Surface Water Quality	Potential Priority Issue
Benton County Comprehensive Local Water Management Plan Supplement 2001	Goal: Surface Water Quality – Minimize the impacts to surface waters to restore use of the rivers, lakes and wetlands to their full potential.	No	NA	Surface Water	Surface Water Quality	Goal
Benton County Comprehensive Local Water Management Plan Supplement 2001	Little Rock Lake Objective 8: Take actions to protect and enhance water quality in the Little Rock Lake Watershed.	No	Little Rock Lake Watershed	Surface Water	Surface Water Quality	Goal
Benton County Comprehensive Local Water Management Plan Supplement 2001	Nutrient Management Objective 12: Implement nutrient management strategies with agricultural producers to improve water quality.	No	NA	Surface Water	Surface Water Quality	Goal

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
Benton County Comprehensive Local Water Management Plan Supplement 2001	High priority watersheds: Elk River Watershed and Little Rock Lake Watershed; Medium Priority: Rum River Watershed; Low Priority: Plattle River Watershed	No	Elk River, Little Rock Watersheds	Surface Water	Surface Water Quality	General Statement
2018-2028 Benton County Comprehensive Local Water Management Plan	All lakes in Benton County are impaired due to excess nutrients, and numerous streams are impaired for high levels of nitrates. Additionally, many private wells in western Benton County have nitrate levels above the drinking water standard.	Yes	NA	Surface Water	Surface Water Quality	Potential Priority Issue
2018-2028 Benton County Comprehensive Local Water Management Plan	All lakes in Benton County are impaired due to high levels of phosphorus and will be discussed in more detail in other sections. High concentration of phosphorus in lakes can promote excessive algae growth leading to persistent algae blooms which decrease water clarity and make it difficult for plants to photosynthesize. Reduced plant communities can lead to streambank erosion and poor fish habitat. Additionally, certain types of algae, such as blue-green algae, pose a significant threat to public health. Little Rock (Miss Sartell) and Mayhew Lakes frequently suffer from extreme algae blooms. Large quantities of algae impact water clarity and oxygen levels, leading ultimately to suffocation of aquatic life.	Yes	Little Rock (Miss Sartell) and Mayhew Lake	Surface Water	Surface Water Quality	Potential Priority Issue
2018-2028 Benton County Comprehensive Local Water Management Plan	Stormwater runoff and agricultural runoff with high levels of phosphorus, nitrogen, sediment and bacteria are further exacerbating water quality issues.	Yes	NA	Surface Water	Surface Water Quality	Potential Priority Issue
Email from Cole 12.30.2022	Rockville has a conjunctive delineation/ surface water contribution noted in its plan. And they are currently amending their plan (part I is done, part II is in progress).	No	Rockville	Surface Water	Surface Water Quality	General Statement
Stearns County Local Water Management Plan 2008-2023	Because the City of St. Cloud draws its drinking water from the Mississippi River, there is an additional imperative to protect the quality of surface water. The watershed for the St.Cloud intake includes the Sauk River and Platte-Spunke watersheds. Addressing the issue of impaired waters is of very high importance to the County and to the natural resource partners acting within the County.	No	Mississippi River	Surface Water	Surface Water Quality	General Statement
Watershed Analysis for Sugar Lake - Wright County 2017	The selected BMPs were prioritized based on the total sediment and total phosphorus load from its field size catchment, the estimated reduction in total sediment and total phosphorus per year, the potential contaminant reduction to occur in a downstream lake and a slight preference of structural BMPs over management BMPs	No	NA	Surface Water	Surface Water Quality	Implementation Strategy

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Assessment Report - Big Eagle Lake 2020	To meet water quality standards, the overall load to Big Eagle Lake will need to be reduced by 1,172 pounds per year or 65.1%. While there a number of external load reduction BMPs available, many of them account for only a small percentage of the total load reduction needed, with the exception of the wetland restorations. Internal load reduction, by sequestering anoxic total phosphorous release via an alum treatment, provides the largest load reduction and would be necessary to meet the load reduction required, but is also the single most expensive alternative.	No	Big Eagle Lake	Surface Water	Surface Water Quality	Implementation Strategy
Clearwater River Watershed District Comprehensive Watershed Plan 2021-2030	Priority issue 1: threatened and impaired surface water quality and natural resources	Yes	Clearwater River, Clear Lake, Lake Betsy, Lake Louisa and Marie, Lake Augusta, Pleasant Lake, Swartout Lake, Willow Creek, Albion Lake, Henshaw Lake	Surface Water	Surface Water Quality	Potential Priority Issue
Clearwater River Watershed District Comprehensive Watershed Plan 2021-2030	Upper Clearwater River (Clear Lake to Lake Betsy) Subwatershed Priority Resources; impairments: excess nutrients, sediment, bacteria, dissolved oxygen. Impairment drivers: wetland nutrient cycling, watershed runoff.	Yes	Clear Lake, Clearwater River, County Ditches 44 and 20, Kingston Wetland	Surface Water	Surface Water Quality	Potential Priority Issue
Clearwater River Watershed District Comprehensive Watershed Plan 2021-2030	Middle Clearwater River (Lake Betsey through Augusta, Clearwater River) Subwatershed. Impairments: excess nutrients, aquatic life. Impairment Drivers: upstream lakes and streams, internal loading, wetland loading, watershed runoff, rough fish	Yes	Lakes: Betsy, Scott, Louisa, Marie, Union, School Section, Caroline, and Augusta. Thiel Creek, Fairhaven Creek, Clearwater River	Surface Water	Surface Water Quality	Potential Priority Issue
Clearwater River Watershed District Comprehensive Watershed Plan 2021-2030	Three Mile Creek Subwatershed: Impairments = none.	No	Otter Lake, Three Mile Creek	Surface Water	Surface Water Quality	General Statement
Clearwater River Watershed District Comprehensive Watershed Plan 2021-2030	Clearwater - Cedar - Pleasant Subwatershed. Impairments: excess nutrients. Impairment drivers: internal loading, wetland nutrient cycling, rough fish, watershed loading.	Yes	Lakes: Henshaw, Albion, Swartout, Pleasant, Cedar, Clearwater East, Clearwater West, Clearwater River	Surface Water	Surface Water Quality	Potential Priority Issue

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Clearwater River Watershed District Comprehensive Watershed Plan 2021-2030	Lower Clearwater River Subwatershed Priority Resources. Impairments: aquatic life, fisheries bioassessment, dissolved oxygen. Impairment drivers: low gradient stream, wetland loading.	Yes	Bass Lake, Grass Lake, Clearwater River	Surface Water	Surface Water Quality	Potential Priority Issue
2003 Mississippi Scenic Riverway Draft Management Plan	Wastewater loading concerns. At the time the plan was written, the water quality was excellent and met standards for fully supporting swimming and public health, but had municipal wastewater discharges from St. Cloud, Monticello, and Elk River that could impact the water quality. Also mentions that the Crow River inflow could impact the water quality in the future.	Yes	Mississippi River	Surface Water	Surface Water Quality	Potential Priority Issue
2003 Mississippi Scenic Riverway Draft Management Plan	Impacts on Water Quality Several cities use the river as a means to dispose of waste. The population is increasing, which has led to more septic systems and increased capacity needs for municipal treatment plants, further increasing pollutants to the water. Agricultural lands within the watershed also contribute to pollution in the river through runoff into tributary streams or the river directly. Though standards have been established for many of these land uses, water quality monitoring is not always completed on a regular basis, and many contaminants come from non-point sources and can't easily be regulated.	Yes	Mississippi River	Surface Water	Surface Water Quality	Potential Priority Issue
Elk River Bacteria and Turbidity TMDL, Big Elk Lake and Mayhew Lake Nutrient TMDLs January 2009	The Minnesota Pollution Control Agency (MPCA) listed Mayhew Lake and Big Elk Lake as impaired for Excess Nutrients (phosphorus)	No	Mayhew Lake & Big Elk Lake	Surface Water	Surface Water Quality	General Statement
Elk River Bacteria and Turbidity TMDL, Big Elk Lake and Mayhew Lake Nutrient TMDLs January 2009	Elk River reach 579 as impaired for fecal coliform bacteria (now E. coli) and turbidity.	No	Elk River	Surface Water	Surface Water Quality	General Statement
Elk River Bacteria and Turbidity TMDL, Big Elk Lake and Mayhew Lake Nutrient TMDLs January 2009	The reconnaissance confirmed that algal turbidity from Big Elk Lake is driving the turbidity impairment in the listed reach of the Elk River.	Yes	Big Elk Lake	Surface Water	Surface Water Quality	Potential Priority Issue

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Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
Mississippi River Bridge Planning Study Alternatives Analysis	Some concepts under consideration may cross Plum Creek, which was recently removed from the impaired waters list for bacteria.	No	Plum Creek	Surface Water	Surface Water Quality	General Statement
BWSR Priority Concern Letter, December 20th, 2022	The Nonpoint Priority Funding Plan (NPFP) – The NPFP outlines a criteria-based process to prioritize Clean Water Fund investments. Planning partners intending to pursue Clean Water Fund dollars are strongly encouraged to consider the high-level state priorities, keys to implementation, and criteria for evaluating proposed activities in the NPFP. In particular, efforts to protect or restore surface waters that are close to the state water quality standards and efforts to protect drinking water sources should be considered a priority.	Yes		Surface Water	Surface Water Quality	Potential Priority Issue
DNR Priority Concern Letter, January 26, 2023	Resource Concern: Water Quality Improving surface water quality is a key concern. For example, the drinking water for the city of St. Cloud comes directly from the Mississippi River. The watershed's streams and lakes are connected to the drinking water supply and many of them are impaired or at risk of becoming impaired due to excess nutrients. These nutrients also negatively impact fish, wildlife, and recreational opportunities.	Yes		Surface Water	Surface Water Quality	Potential Priority Issue
DNR Priority Concern Letter, January 26, 2023	Improve water quality of impaired lakes and streams through nutrient and bacteria reductions. Impaired lakes and streams are identified in the Mississippi River – St. Cloud WRAPS. Focus efforts in upland areas and upstream impaired reaches to reduce the transfer of nutrients to downstream lakes and streams. The DNR can provide guidance on prioritization and strategies for a given impairment. o Priority streams for restoration: Elk River headwaters, Mayhew Creek, Rice Creek, Battle Brook, Tibbitt's Brook, Clearwater River, Silver Creek, and St. Francis River o Priority lakes for restoration: Briggs chain of lakes; Lake Maria in Stearns County; as well as Big Elk, Dianne, Mitchell, Big, and Orono Lakes	No	Elk River headwaters, Mayhew Creek, Rice Creek, Battle Brook, Tibbitt's Brook, Clearwater River, Silver Creek, St. Francis River, Briggs Chain of Lakes, Lake Maria (Stearns Cty), Big Elk Lake, Dianne, Mitchell, Big, and Orono Lakes	Surface Water	Surface Water Quality	Implementation Strategy
DNR Priority Concern Letter, January 26, 2023	Identify vulnerable aquatic resources near high concentrations of feedlots and livestock, such as Mayhew Creek and Silver Creek. Prioritize the resources with existing bacterial impairments. Enforce compliance with feedlot rules and encourage the use of proper manure management practices.	No	Mayhew Creek, Silver Creek	Surface Water	Surface Water Quality	Implementation Strategy

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
DNR Priority Concern Letter, January 26, 2023	Issue: Stream erosion and sedimentation Many of the streams and lakes in the watershed are at risk of becoming impaired due to excess sediment from stream banks and surface runoff related to agriculture and urban development. The excess sediment has led to decreased water quality in lakes and streams and has reduced the availability and quality of aquatic habitat for invertebrates and fish.	Yes		Surface Water	Surface Water Quality	Potential Priority Issue
MPCA Priority Concern Letter, January 13th, 2023	Continue to participate in the development of the MRSCW Watershed Restoration and Protection Strategy (WRAPS)/Total Maximum Daily Load (TMDL) – update project and consider utilizing this information as a planning tool as it comes available. This project is currently set for completion on June 30, 2024, with a significant level of work planned for completion in 2023 concurrently when the MRSCW 1W1P is being developed. This includes the development of the draft of the MRSCW WRAPS update and the draft MRSCW TMDL report, which will address 17 impairments within the MRSCW (Escherichia coli [E. coli] - 10, nutrients - 6, and fish and benthic	No		Surface Water	Surface Water Quality	General Statement
MPCA Priority Concern Letter, January 13th, 2023	2022 MRSCW Impaired Waters List Summary Overall, the 2022, 303(d) list of impaired waters includes 65 impairments under EPA category 5 (excluding mercury and PCBs) for the MRSCW. Of these impairments, 43 are for Aquatic Life Use designation, 21 are for the designated use of Aquatic Recreation and 1 for Wild Rice Production. Due to prioritization, budgetary and scientific reasonable assurance reasons, the 17 impairments noted above were chosen to be addressed in the MRSCW WRAPS update/TMDL project. While TMDLs will not be completed for all the impaired waters in this cycle for the MRSCW, it is important to note where these impairments exist and were taken into consideration during the overall 1W1P	No		Surface Water	Surface Water Quality	General Statement

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Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
MPCA Priority Concern Letter, January 13th, 2023	Continue to support TMDL development through the MRSCW WRAPS/TMDL project and consider during the 1W1P process the planning of strategies to address the numerous bacteria impaired and threatened waters within the MRSCW. Some of the highest bacteria loading within Minnesota's Upper Mississippi River Basin (UMRB) occurs through tributaries within the MRSCW. Some of these impairments have been successfully addressed over the years while several others remain impaired or are threatened for impairment. Continued efforts working with landowners on the implementation of best management practices for riparian pastureland areas continues to be a priority in the MRSCW.	Yes		Surface Water	Surface Water Quality	Potential Priority Issue
MPCA Priority Concern Letter, January 13th, 2023	Protecting the drinking water supplies in the MRSCW should be considered a high priority in the overall 1W1P development and implementation. In the MRSCW, the Mississippi River (MR) serves as the source water supply for the city of St. Cloud, which is the first city in the nation to obtain its drinking water from this resource. Then just downstream of the MRSCW, the municipalities of Minneapolis and St. Paul rely on the MR for their municipal water supplies as well, emphasizing the importance of protecting the MR from sources of contamination. Apart from the city of St. Cloud, the remaining municipalities in the MRSCW rely on groundwater for their drinking water supply. Continuing to proactively work together to ensure the protection of these drinking water resources is categorically vital to the overall health and economic welfare	Yes		Surface Water	Surface Water Quality	Potential Priority Issue
Sherburne SWCD Priority Concern Letter, January 12th, 2023	Vulnerable waters: Several lakes and streams in our watershed are very close to meeting water quality standards or are currently not impaired but near water quality goal thresholds (vulnerable waters). We would encourage the plan to consider waterbodies in this category as exceptional opportunities to either reach a delistment or prevent an impairment listing. With recent delistments occurring in our watershed, additional success stories will provide added momentum to the partnership's efforts and a visible return on the investment we are making for this planning process.	No		Surface Water	Surface Water Quality	General Statement
Priority Issues & Descriptions, Wright County, January 11, 2023	Fertilizer application on ag land may be a source of nutrients and elevated concentrations may be detrimental.	Yes		Surface Water	Surface Water Quality	Potential Priority Issue

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
Priority Issues & Descriptions, Wright County, January 11, 2023	Lakes in the watershed need internal load reductions to meet state water quality standards.	Yes		Surface Water	Surface Water Quality	Potential Priority Issue
Clearwater River TMDL Fact Sheet 2009	TMDL Study completed for: Clearwater River between County Ditch 44 and Lake Betsy (bacteria and dissolved oxygen) • Clearwater River between Grass Lake and the Mississippi River (dissolved oxygen) • Lake Louisa (nutrients) • Lake Betsy (nutrients) • Clear Lake (nutrients) • Lake Marie (nutrients) • Scott Lake (nutrients) • Union Lake (nutrients)	Yes	Clearwater River btwn CD44 and Lake Betsy, Clearwater River btwn Grass Lake and Mississippi River, Lake Louisa, Lake Betsy, Clear Lake, Lake Marie, Scott Lake, Union Lake	Surface Water	Surface Water Quality	Potential Priority Issue
Upper Watershed TMDL Studies for Clearwater River Watershed District November 2009	Total maximum daily total phosphorus load (lb/day) Clear Lake 3.4 (1,250 lb/yr) Lake Betsy 7.9 (2,868 lb/yr) Union Lake 1.6 (572 lb/yr) Scott Lake 6.9 (2,535 lb/yr) Lake Louisa 9.0 (3,292 lb/yr) Lake Marie 12.5 (4,560 lb/yr)	No	Clear Lake, Lake Betsy, Union Lake, Scott, Lake, Lake Louisa, Lake Marie	Surface Water	Surface Water Quality	Goal
Upper Watershed TMDL Studies for Clearwater River Watershed District November 2009	Clearwater River, CD44 to Lake Betsy 07010203-549. The original listing was for 07010203-502, Clear Lake to Lake Betsy. The reach was subsequently split into 549 and 550. The listed portion to which this TMDL study applies is 549. The Clearwater River was added to the 303(d) list in 2002 due to excess bacteria concentrations which impair aquatic recreation, per Minnesota Rules 7050.0150. The TMDL for Clearwater River was prioritized to start in 2004 and be completed by 2009. Load allocations provided for High flow, wet, mid-range, dry, and low flow conditions within the TMDL document (see page T-5). Load allocations were also provided for different sources on page T-7.	No	Clearwater River btwn CD44 and Lake Betsy	Surface Water	Surface Water Quality	General Statement
Upper Watershed TMDL Studies for Clearwater River Watershed District November 2009	Clearwater River Bacteria Required load reductions in terms of fecal coliform to meet E. coli standards range from 35 to 92 % in the listed reach. Based on the linkage analysis, the primary implementation strategies will focus on riparian pasture management and agricultural BMPs.	No	Clearwater River	Surface Water	Surface Water Quality	Goal

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Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
Upper Watershed TMDL Studies for Clearwater River Watershed District November 2009	Clearwater River Dissolved Oxygen The Clearwater River reach from CD44 to Lake Betsy (Reach 07010203-549) is also listed as impaired for Dissolved Oxygen (DO). A DO TMLD study was conducted simultaneously with the Bacteria TMDL study. Analysis of the data, modeling of the results and source identification in the DO TMDL study revealed that the majority of the listed reach is not impaired for DO. The one portion of the reach that is impaired for DO is due to the river flowing though a wetland with very high sediment oxygen demand within the wetland. This leads to very low DO concentrations within the wetland and the discharge of low DO water to the Clearwater River. This is a natural occurrence in wetlands and not the result of alteration of the river or the contributing watershed. As a result the DO portion of the study was removed from this TMDL report. The MPCA Delisting Committee is process of reviewing this section of the Clearwater River based	No	Clearwater River	Surface Water	Surface Water Quality	General Statement
Upper Watershed TMDL Studies for Clearwater River Watershed District November 2009	The numeric target used to list these lakes was the numeric translator threshold phosphorus standard for Class 2B waters in the North Central Hardwood Forest ecoregion (40 µg/L) prior to adoption of new standards in 2008 (Table 2.1). Under the new standards, Clear Lake and Lake Marie are considered shallow lakes with a numeric target of 60 µg/L. Lake Betsy, Union Lake, Scott Lake, Lake Louisa and Lake Marie would be considered deep lakes with a numeric target of 40 µg/L. Therefore, this TMDL presents load and wasteload allocations and estimated load reductions assuming an endpoint of 40 µg/L for Lake Betsy, Union Lake, Scott Lake and Lake Louisa and an endpoint of 60 µg/L for Clear Lake and Lake Marie. The numeric standards for chlorophyll-a and Secchi depth are 14 µg/L and 1.4 meters, respectively for Lake Betsy, Union Lake, Scott Lake and Lake Louisa. The numeric standards for chlorophyll-a and Secchi depth are 20 µg/L and 1.0 meters, respectively for Clear Lake and	No	Clear Lake, Lake Marie, Lake Betsy, Union Lake, Scott Lake, Lake Louisa, Lake Marie	Surface Water	Surface Water Quality	General Statement

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
Upper Watershed TMDL Studies for Clearwater River Watershed District November 2009	Clearwater River, Clear Lake to Lake Betsy 07010203-502 The Clearwater River was added to the 303(d) list in 2002 due to excess bacteria concentrations which impair aquatic recreation, per Minnesota Rules 7050.0150. The TMDL for Clearwater River was prioritized to start in 2004 and be completed by 2009. Specific loading details for high flow, wet, mid-range, dry, and low flow conditions are provided on page iv.	No	Clearwater River from Clear Lake to Lake Betsy	Surface Water	Surface Water Quality	General Statement
Upper Mississippi Basin Clearwater River - Five Lakes Factsheet June 2010	The CRWD has recently completed a draft TMDL study for five additional nutrient impaired lakes, including: • Albion • Henshaw • Augusta • Caroline • Swartout Results of this study indicate average nutrient load reductions of 25-95 percent in these five lakes are necessary to restore them to state standards.	No	Albion, Henshaw, Augusta, Carline, Swartout	Surface Water	Surface Water Quality	General Statement
Clearwater River Watershed District - Five Lakes Nutrient TMDL August 2010	Lake Caroline 86-0281 Lake Augusta 86-0284 Albion Lake 86-0212 Swartout Lake 86-0208 Henshaw Lake 86-0213 The five lakes included in this report, Lake Caroline, Lake Augusta, Albion Lake, Swartout Lake and Henshaw Lake, were added to the 303(d) list in 2008. All of the five lakes addressed in this report are included on the 303(d) list due to excess nutrient concentrations impairing aquatic recreation, as set forth in Minnesota Rules 7050.0150. The TMDLs for each of the five lakes were prioritized to start in 2010 and be completed by 2014.	No	Lake Caroline, Lake Augusta, Albion Lake, Swartout Lake, Henshaw Lake	Surface Water	Surface Water Quality	General Statement
Clearwater River Watershed District - Five Lakes Nutrient TMDL August 2010	Criteria set forth in Minn. R. 7050.0150 (3) and (5). The numeric target for Lake Caroline and Lake Augusta is a total phosphorus concentration of 40 µg/L or less. The numeric target for Albion Lake, Swartout Lake and Henshaw Lake is a total phosphorus concentration of 60 µg/L.	No	Lake Caroline, Lake Augusta, Albion, Swartout, Henshaw	Surface Water	Surface Water Quality	General Statement
Clearwater River Watershed District - Five Lakes Nutrient TMDL August 2010	The loading capacity is the total maximum daily load for each of these conditions. The critical period for these lakes is the summer growing season. The loading capacity is set forth in Table 7.2. Total maximum daily total phosphorus load (lb/day) Lake Caroline 10.14 (3,705 lb/yr) Lake Augusta 11.36 (4,150 lb/yr) Albion Lake 0.98 (359 lb/yr) Swartout Lake 0.73 (265 lb/yr) Henshaw Lake 2.22 (812 lb/yr)	No	Lake Caroline, Lake Augusta, Albion Lake, Swartout Lake, Henshaw Lake	Surface Water	Surface Water Quality	Goal

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Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
Clearwater River Watershed District - Five Lakes Nutrient TMDL August 2010	The numeric target used to list these lakes was the numeric translator threshold phosphorus standard for Class 2B waters in the North Central Hardwood Forest Ecoregion (40 µg/L) prior to adoption of new standards in 2008 (Table 2.1). Under the new standards, Albion Lake, Swartout Lake and Henshaw Lake are shallow lakes with a numeric target of 60 µg/L. Lake Caroline and Lake Augusta are deep lakes with a numeric target of 40 µg/L. Therefore, this TMDL presents load and wasteload allocations and estimated load reductions assuming an endpoint of 40 µg/L for Lake Caroline and Lake Augusta and an endpoint of 60 µg/L for Albion Lake, Swartout Lake and Henshaw Lake. The numeric standards for chlorophyll-a and Secchi depth are 14 µg/L and 1.4 meters, respectively, for Lake Caroline and Lake Augusta. The numeric standards for chlorophyll-a and Secchi depth are 20 µg/L and 1.0 meters, respectively, for Albion Lake, Swartout Lake and	No	Albion, Swartout, Henshaw, Caroline, Augusta	Surface Water	Surface Water Quality	Goal
Clearwater River Watershed District - Five Lakes Nutrient TMDL August 2010	Lake Caroline: • Water quality in Lake Caroline is dominated by loads from the Clearwater River and Lake Marie. • Based on the model results, it appears that water quality goals can be met through a combination of watershed and internal load reductions and management.	No	Lake Caroline	Surface Water	Surface Water Quality	Implementation Strategy
Clearwater River Watershed District - Five Lakes Nutrient TMDL August 2010	Lake Augusta: • Water quality in Lake Augusta is dominated by loads from the Clearwater River and Lake Caroline. The short residence time of this lake means that water quality in the lake during the early spring and summer months is essentially the same as in the river. • Based on the model results, it appears that water quality goals can be met through a combination of watershed and internal load reductions and management.	No	Lake Augusta	Surface Water	Surface Water Quality	Implementation Strategy

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
Clearwater River Watershed District - Five Lakes Nutrient TMDL August 2010	Albion Lake: Lake Albion is much closer to a clear state shallow lake than are either Swartout or Henshaw. Management strategies for this lake should be taken very carefully given the lake's current state of ecological integrity. Albion Lake has a small tributary watershed. As a result, while a reduction of watershed loads will be important, reducing watershed loads alone will not be sufficient to achieve water quality targets for the lake. Internal loads in Albion Lake are the major nutrient source to the lake. A significant reduction in this internal nutrient source will be required to meet water quality targets; however, care most be taken to maintain high ecological integrity.	No	Lake Albion	Surface Water	Surface Water Quality	Implementation Strategy
Clearwater River Watershed District - Five Lakes Nutrient TMDL August 2010	Henshaw Lake: Henshaw Lake has a small tributary watershed. As a result, while a reduction of watershed loads will be important, reducing watershed loads alone will not be sufficient to achieve water quality targets for the lake. The tributary watershed alone is unlikely to have caused the impairment of the lake itself. Artificial maintenance of lake level through installation of an outlet, coupled with the introduction of rough fish, has likely resulted in the turbid water conditions observed on Henshaw Lake. As phosphorus loading alone did not impair the lake, hydrologic and ecological restorations will also be required to return the lake to a more clear state. To date, however, residents have been unwilling to implement recommended strategies outside of watershed load reduction. Internal loads in Henshaw Lake are the major nutrient source to the lake. A significant reduction in this internal nutrient source will be required to meet water quality	No	Henshaw Lake	Surface Water	Surface Water Quality	Implementation Strategy
Clearwater River Watershed District - Five Lakes Nutrient TMDL August 2010	Swartout Lake: Internal loads in Swartout Lake are the major nutrient source to the lake. A significant reduction in this internal nutrient source will be required to meet water quality targets Swartout Lake receives significant nutrient loads from both the lake direct subwatershed and the upstream lakes, Albion and Henshaw. Management of both internal and external loads to Swartout Lake will be critical in achieving water quality goals.	No	Swartout Lake	Surface Water	Surface Water Quality	Implementation Strategy

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Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
Clearwater River Watershed District - Five Lakes Nutrient TMDL August 2010	Page 7-3 shows the TP TMDL Allocations Expressed as Annual Loads (Table 7.4) and TP Partitioned Load Allocation Expressed as Annual Load (Table 7.5)	No		Surface Water	Surface Water Quality	Goal
Upper Mississippi Clearwater River, County Ditch 44 to Lake Betsy Dissolved Oxygen Total Maximum Daily Load Project - Fact Sheet July 2010	The Clearwater River, CD 44 to Lake Betsy was listed for Dissolved Oxygen (DO) in 2004 when monitoring data indicated that DO concentrations frequently fell below the state standard of 5 milligrams per liter (mg/L). Concentrations below 5 mg/L can have a negative impact on aquatic life such as fish. The DO TMDL study for CD 44 to Lake Betsy will be open for comment in July of 2010.	Yes	Clearwater River from CD44 to Lake Betsy	Surface Water	Surface Water Quality	Potential Priority Issue
Upper Mississippi Clearwater River: County Ditch #44 to Lake Betsy Dissolved Oxygen TMDL, November 2010	Loading capacity details are outlined on page iv, load allocation information on page v.	No		Surface Water	Surface Water Quality	Goal
Upper Mississippi Clearwater River: County Ditch #44 to Lake Betsy Dissolved Oxygen TMDL, November 2010	In addition to the land use impacts and other impairments in the watershed, the channel and riparian wetland was altered from its pre-settlement condition. The main stem of the Clearwater River was straightened and made deeper through the Kingston Wetland to facilitate drainage of fields for agriculture. In the early 1980s, the CRWD undertook a project in the Kingston Wetland to restore the wetland's assimilative capacity for phosphorus. Specifically, a dike was constructed to route stream flow to the edges of the wetland to allow it to filter through the wetland and back into the channel, removing particulate phosphorus and restoring hydrology to the wetland. The project was successful in improving water quality in downstream lakes over the past 30 years. Today the wetland acts as a sink for particulate phosphorus and is protective of water quality in downstream lakes. However, the wetland sediments exert oxygen demand and reduce dissolved oxygen in the main channel and at times exports soluble phosphorus to downstream lakes.	No	Kingston Wetland	Surface Water	Surface Water Quality	General Statement

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
Upper Mississippi Clearwater River: County Ditch #44 to Lake Betsy Dissolved Oxygen TMDL, November 2010	The DO impairment is limited to the area between Kingston Wetland Outlet and the inlet of Lake Betsy, CR 27.2 and CR 25.0 The Clearwater River in the area of the Kingston Wetland has been altered from its natural state, first to facilitate agricultural land uses, and again to restore the wetlands phosphorus assimilative capacity The DO impairment is the result of multiple sources including: • SOD in the wetlands riparian to the downstream section of the Clearwater River • Existing channel morphometry, specifically the flat grade of the downstream end of the river and occasional backwater conditions • Documented anthropogenic impacts in the watershed as demonstrated by the presence of other impairments in the reach and the surrounding watershed and the dominance of agricultural land use. Mitigating the DO impairment requires addressing both SOD and watershed sources of OD. There are no individually permitted point sources in the watershed; however the MPCA requires that a WLA greater than 0 be provided for NPDES construction, and WLA's of 0 be designated for present and future waste water treatment facilities which	Yes	Clearwater River, Kingston Wetland	Surface Water	Surface Water Quality	Potential Priority Issue
Public Kick-off & Virtual Open House Combined Data	Top surface water concerns (concern #1): Pollutants (algae blooms, nutrients, bacterica, chloride, toxics, metals, etc.)	Yes		Surface Water	Surface Water Quality	Potential Priority Issue

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Upland Habitat

RESPONSE LETTERS WATER PLANS REPORTS

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
DNR Priority Concern Letter, January 26, 2023	Encourage permanent forested vegetation through private forest management programs, particularly in floodplains and publicly owned lands and trails.	No		Habitat and Natural Resources	Upland Habitat	Implementation Strategy
DNR Priority Concern Letter, January 26, 2023	Promote the Sustainable Forest Initiative and Class 2c Managed Forest Land programs to help maintain larger tracts of forest at risk of development and lessen the pressure to split land parcels. The DNR can help identify such properties.	No		Habitat and Natural Resources	Upland Habitat	Implementation Strategy
DNR Priority Concern Letter, January 26, 2023	Collaborate with local landowners and loggers to promote sustainable timber management techniques that help protect high-priority fisheries, plant, and wildlife resources. Consult with foresters to promote the Minnesota Forest Resource Council's "Forest Management Guidelines" for private timber sales.	No		Habitat and Natural Resources	Upland Habitat	Implementation Strategy

Manage, Enhance, and Restore Habitat

RESPONSE LETTERS WATER PLANS REPORTS

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
MPCA Watershed Assessment and Trends Update, August 2022	There were four new biological listings added to the 2022 Impaired Waters List. All of the new listings were on coldwater tributaries to the Elk (Snake River) and Clearwater Rivers (Threemile Creek). Cold water temperatures and numerous coldwater benthic macroinvertebrates suggest that these streams could support coldwater fish species (e.g., brook and brown trout), but poor habitat appears to be a limiting factor. With improved habitat and given the proximity of these streams to large metropolitan areas, they could provide coldwater angling opportunities to local anglers	Yes	Elk (Snake River), Clearwater River (Threemile Creek)	Habitat and Natural Resources	Manage, Enhance, and Restore Habitat	Potential Priority Issue
Stressor ID Summary 2014	The network of road crossings scattered throughout the watershed pose a threat to the connectivity of area streams. Many culverts are set at elevations that, depending on high or low flow conditions, can create barriers that can make fish passage a challenge.	Yes	NA	Habitat and Natural Resources	Manage, Enhance, and Restore Habitat	Potential Priority Issue
Stressor Identification Update 2022	County Ditch 22 stressors: lack of perennial flow (2021 dried up completely), lack of habitat, altered hydrology	Yes	County Ditch 22	Habitat and Natural Resources	Manage, Enhance, and Restore Habitat	Potential Priority Issue
Stressor Identification Update 2022	Unnamed Creek (07010203-743) stressors: potentially DO, phosphorus and TSS, direct stressors: lack of habitat, altered hydrology, geomorphology, connnectivity	Yes	Unnamed Creek 743	Habitat and Natural Resources	Manage, Enhance, and Restore Habitat	Potential Priority Issue
Stressor Identification Update 2022	Unnamed Creek (07010203-745) stressors: phsohprous (inconclusive), lack of habitat, altered hydrology, geomorphology - currently under review due to presence of Smallmouth Bass, a sensitive species, and may be removed from impaired waters list.	Yes	Unnamed Creek 745	Habitat and Natural Resources	Manage, Enhance, and Restore Habitat	Potential Priority Issue
WRAPS 2015	Within the watershed, The most common stressors identified were: lack of habitat availability, excess bedded sediment, and low dissolved oxygen concentrations. Other identified stressors were nutrients (high phosphorus), high turbidity, lack of connectivity for fish passage due to impoundments (dams), and altered hydrology.	Yes	NA	Habitat and Natural Resources	Manage, Enhance, and Restore Habitat	Potential Priority Issue
Benton County Comprehensive Local Water Management Plan Supplement 2001	Mississippi River Objective 9: To protect and enhance the quality of the shoreland along the Mississippi River.	No	Mississippi River	Habitat and Natural Resources	Manage, Enhance, and Restore Habitat	Goal
Sherburne National Wildlife Refuge Conservation Plan	Habitat (URL not working, tagging this for habitat flag)	No	NA	Habitat and Natural Resources	Manage, Enhance, and Restore Habitat	General Statement
2003 Mississippi Scenic Riverway Draft Management Plan	Scenic Values: The wooded islands, bluffs, and shoreline contain many areas of outstanding scenic va	No	Mississippi River	Habitat and Natural Resources	Manage, Enhance, and Restore Habitat	General Statement
2003 Mississippi Scenic Riverway Draft Management Plan	Recreational Values: The corridor provides excellent fishing, canoeing, and boating opportunities.	No	Mississippi River	Habitat and Natural Resources	Manage, Enhance, and Restore Habitat	General Statement

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2003 Mississippi Scenic Riverway Draft Management Plan	Altered Hydrology –Land use changes and drainage via tiling and channel modification/realignment has altered the speed, timing, and intensity with which water moves through the landscape. This change in flow patterns can result in higher peak flows and reduced baseflow that can destabilize channels, increase erosion rates, and damage wildlife habitat. The partnership should seek to stabilize flow Minnesota Board of Water & Soil Resources • www.bwsr.state.mn.us regimes and mitigate the damage from areas in which land use and land management changes have significantly altered the historic hydrology.		Mississippi River	Habitat and Natural Resources	Manage, Enhance, and Restore Habitat	General Statement
2003 Mississippi Scenic Riverway Draft Management Plan	Reconnect stream corridors and floodplains by evaluating and then modifying culverts and dams to allow for the passage of fish and other aquatic life.	No	Mississippi River	Habitat and Natural Resources	Manage, Enhance, and Restore Habitat	Goal
2003 Mississippi Scenic Riverway Draft Management Plan	Issue: Changing weather patterns Water storage and retention in upland areas is essential to combat the effects of altered hydrology. A forthcoming DNR Evaluation of Hydrologic Change (EHC) Technical Summary for this watershed indicates stable hydrologic conditions with adequate water storage for current conditions. We recommend focusing on protection of existing storage capacity and expand storage, when possible, to protect against future changes in precipitation and weather patterns.	Yes	Mississippi River	Habitat and Natural Resources	Manage, Enhance, and Restore Habitat	Potential Priority Issue
Operational Plan for Management of Sand Dunes State Forest 2013-2022 DNR	Increase floodplain connectivity and protect off-channel water storage. The DNR can help identify and target priority areas.	No	Sand Dunes State Forest	Habitat and Natural Resources	Manage, Enhance, and Restore Habitat	General Statement
Operational Plan for Management of Sand Dunes State Forest 2013-2022 DNR	1,520 acres are proposed for commercial harvest through thinning, pending assessment. • 679 acres are proposed for final harvest at rotation age, pending assessment. • 336 acres are proposed for management for habitat enhancement using burning, invasive species control, and seeding. • 73 acres are scheduled to be managed for habitat enhancement using selective tree removal • Additional acres may be managed to control invasive species using mechanical treatment and herbicide application, pending funding	No	Sand Dunes State Forest	Habitat and Natural Resources	Manage, Enhance, and Restore Habitat	Implementation Strategy
Operational Plan for Management of Sand Dunes State Forest 2013-2022 DNR	Because of the rare and distinct ecological and geological features that occur within SDSF, key areas will be restored and managed for rare plant and animal species and the native plant communities on which they depend, including oak savanna, oak woodland, tamarack swamp, emergent marsh, and sedge meadow.	No	Sand Dunes State Forest	Habitat and Natural Resources	Manage, Enhance, and Restore Habitat	Implementation Strategy
Operational Plan for Management of Sand Dunes State Forest 2013-2022 DNR	At the same time, commercial timber harvest and recreational uses will be maintained and the perspectives of nearby residents and other stakeholders will be carefully considered.	No	Sand Dunes State Forest	Habitat and Natural Resources	Manage, Enhance, and Restore Habitat	Implementation Strategy
DNR Priority Concern Letter, January 26, 2023	Resource Concern: Habitat and Outdoor Recreation Issue: Fragmented habitats Over time, habitats have been fragmented by land development for agriculture and urban expansion. Fragmentation has negatively impacted both terrestrial and aquatic landscapes, reducing the ability of organisms to move between habitats. Managing and reconnecting corridors such as trails and waterfowl flyways can improve habitat for native plant communities, pollinators, and rare species.	Yes		Habitat and Natural Resources	Manage, Enhance, and Restore Habitat	Potential Priority Issue
DNR Priority Concern Letter, January 26, 2023	Protect existing and restore lost wetlands and upland vegetation to provide water storage, water quality benefits and habitat for wildlife such as birds, pollinators, and turtles, including the threatened Blanding's Turtle.	No		Habitat and Natural Resources	Manage, Enhance, and Restore Habitat	Implementation Strategy
DNR Priority Concern Letter, January 26, 2023	The St. Cloud watershed has several known intact native plant communities that play a key role in keeping water clean and providing wildlife habitat. Promote and expand native plant communities such as rare flora in the Clearwater, Sugar, and Millstone sub-watersheds. The DNR can provide data about these sites and help identify strategies to protect them.	No		Habitat and Natural Resources	Manage, Enhance, and Restore Habitat	Implementation Strategy

Sherburne SWCD Priority Concern Letter, January 12th, 2023	Comprehensive Natural Resource Management: The Sherburne SWCD is often requested for assistance pertaining to a variety of natural resource management topics. Given the demand for diverse assistance from the community, the well-documented connections between water and other resource areas, and the potential for multiple benefit projects, we would encourage the plan to adopt a holistic approach to natural resource management that provides opportunity for both innovation and flexibility to reach our goals. Examples of natural resource areas we commonly work with include: Forestry management - Historically and still today, our forestry staff receive 100+ calls per year for pest and disease consultation, management recommendations, wildlife plantings, etc. Healthy and abundant forests greatly reduce air, water, soil and sound pollution while also contributing intrinsic value to county parcels and both rural and urban character. Wildlife habitat Remarkable increased interest from the community for pollinator habitat plantings, both in rural and urban areas as well as small and larger scales. Each year the SWCD assists multiple residents with native prairie installation as well as advises landowners on plant selection to attract pollinators, game species, or other wildlife.	No	Habitat and Natural Resources	Manage, Enhance, and Restore Habitat	General Statement
Public Kick-off & Virtual Open House Combined Data	Top habitat concern (concern #3): loss of habitat	Yes	Habitat and Natural Resources	Manage, Enhance, and Restore Habitat	Potential Priority Issue

Land Development

RESPONSE LETTERS WATER PLANS REPORTS

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
2018-2028 Benton County Comprehensive Local Water Management Plan	Four priority concerns to be addressed through this CLWMP: 3. Development: Water resources have the potential to be adversely affected by residential, commercial, and industrial growth and development. as well as rural land use changes.	Yes	NA	Emerging Concerns	Land Development & Changes	Potential Priority Issue
2018-2028 Benton County Comprehensive Local Water Management Plan	While the majority of the County remains agricultural, the southwestern portion (cities of St. Cloud, Sauk Rapids, and Sartell) is experiencing increasing pressure to accommodate urban development by converting agricultural land. Urbanization is expected to continue as the population in Benton County continues to grow.	Yes	NA	Emerging Concerns	Land Development & Changes	Potential Priority Issue
2018-2028 Benton County Comprehensive Local Water Management Plan	A more developed area will contribute a larger volume of water at a faster rate than an undeveloped area due to lack of infiltration and natural vegetation (Figure 46). This can result in sharp spikes in the hydrograph. This higher volume of water delivered at a faster rate can lead to flash flooding, erosion, and sedimentation.	Yes	NA	Emerging Concerns	Land Development & Changes	Potential Priority Issue
2018-2028 Benton County Comprehensive Local Water Management Plan	Urban development in the watersheds have contributed to the loss of shoreline buffers, natural habitat and biodiversity due to competition from invasive species.	Yes	NA	Emerging Concerns	Land Development & Changes	Potential Priority Issue
Stearns County Local Water Management Plan 2008-2022	Priority Concern 3: Stearns County is under strong pressure to develop, i.e. subdivide existing parcels and construct new roads and structures. There are a number of factors driving this, including population increase, financial incentives, and a desire to live either near water or outside of an urban area. The pressure is being exerted in particular in areas located near municipalities, lakes, rivers, streams and along primary travel corridors.	Yes	NA	Emerging Concerns	Land Development & Changes	Potential Priority Issue
2017 Amendment to Wright County Water Management Plan	Priority concern: development pressure; Goal C: Develop regulations, educate and offer incentives to ensure orderly development with minimal impacts to Wright County's water quality.	No	NA	Emerging Concerns	Land Development & Changes	Implementation Strategy

Preserve Sites of High Ecological Value

RESPONSE LETTERS WATER PLANS REPORTS

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES

Sherburne County Comprehensive Land Use Plan 2010-2030	Consider requiring that new developments containing rare biological species and natural plant communities preserve these features through a conservation easement, land dedication, or other approved means. Page 142	No	NA	Habitat and Natural Resources	Preserve Sites of High Ecological Value	Implementation Strategy
MPCA Watershed Assessment and Trends Update, August 2022	Sugar Lake was noted to have an exceptional fish community	No	Sugar Lake	Habitat and Natural Resources	Preserve Sites of High Ecological Value	General Statement
MPCA Watershed Assessment and Trends Update, August 2022	Augusta, Caroline, Clearwater, and Sugar Lake have cold water habitats and contain cisco (tullibee). This is noteworthy as this watershed is located along the southern range of this species.	Yes	Augusta, Caroline, Clearwater, Sugar	Habitat and Natural Resources	Preserve Sites of High Ecological Value	Potential Priority Issue
MPCA Watershed Assessment and Trends Update, August 2022	The MRSCW is in a transitional zone in Minnesota, where the wooded northern portions of the state begin to meet the agricultural and more urbanized areas of the south.	No	NA	Habitat and Natural Resources	Preserve Sites of High Ecological Value	General Statement
MPCA Large River Monitoring and Assessment Summary	Proceed with caution on development of forested land. Much of the forested land is in private hands. If a significant portion of this land is cleared and developed for agriculture, the Mississippi could suffer an increase in flow levels and pollution.	Yes	Mississippi River	Habitat and Natural Resources	Preserve Sites of High Ecological Value	Potential Priority Issue
Stressor Identification Update 2022	Snake River (07010203-558) Impairment: The Snake River (Sherburne County Ditch #34) (AUID -558) flows for 11.4 miles from the headwaters, off 150th Ave, 2.3 miles southwest of Santiago to the confluence with the downstream portion of Snake River, just downstream of 112th Street SE. The Snake River has been channelized throughout the entire reach. There is one biological monitoring station (09UM026) that was sampled for fish and macroinvertebrates in 2009, and then repeated in 2019 (Figure 67). The Snake River was assessed in 2021, which determined that the Snake River has cold water temperatures, and should be held to coldwater stream standards. This assessment resulted in a new fish impairment. The fish stream class is class 11 (Northern Coldwater) and the macroinvertebrate stream class is class 9 (Southern Coldwater).	No	Snake River	Habitat and Natural Resources	Preserve Sites of High Ecological Value	General Statement
BWSR Priority Concern Letter, December 20th, 2022	Wetlands – The state has developed a compensation planning framework (CPF) document to be used to select, secure and implement mitigation activities. The plan should consider protection of high quality wetlands as well as restoring drained and degraded wetlands, given their valuable ecosystem functions.	Yes		Habitat and Natural Resources	Preserve Sites of High Ecological Value	Potential Priority Issue
BWSR Priority Concern Letter, December 20th, 2022	Conservation Easements - The state offers multiple Easement programs within the watershed. Easements play an important role in our landscape by providing important ecological functions, recreational uses, and a natural heritage to pass on to the future generations. Planning partners should consider incorporating the priority areas for easement consideration into the plan as appropriate.	No		Habitat and Natural Resources	Preserve Sites of High Ecological Value	Implementation Strategy
DNR Priority Concern Letter, January 26, 2023	Prioritize Minnesota Biological Survey Sites of Biodiversity Significance for local conservation.	No		Habitat and Natural Resources	Preserve Sites of High Ecological Value	Implementation Strategy
DNR Priority Concern Letter, January 26, 2023	Work with the DNR to acquire additional easements that expand existing trails and protect habitat.	No		Habitat and Natural Resources	Preserve Sites of High Ecological Value	Implementation Strategy
Sherburne SWCD Priority Concern Letter, January 12th, 2023	Significant Features: The Anoka Sand Plain is a critical filter for the aquifer that provides the Twin Cities and east-central Minnesota with drinking water. It is also a region with unique habitats, such as oak savannah, and unique species, such as the Critically Endangered Rusty Patched Bumblebee (documented in Sherburne County). This watershed also hosts the Wild & Scenic Mississippi River, beginning at St. Cloud and extending through the project boundary to the City of Anoka. We would recommend that the plan document these significant resources and identify measures that the partnership can provide further protection and enhancement for them.	Yes		Habitat and Natural Resources	Preserve Sites of High Ecological Value	Potential Priority Issue

Priority Issues & Descriptions, Wright County, January 11, 2023	Protection to natural features, native species, and landscapes promotes environmental benefits.	Yes	Habitat and Natural Resources	Preserve Sites of High Ecological Value	Potential Priority Issue
Public Kick-off & Virtual Open House Combined Data	Top habitat concern (concern #2): protection of existing habitat	Yes	Habitat and Natural Resources	Preserve Sites of High Ecological Value	Potential Priority Issue

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Wetland Habitat

Continue to participate in the development of the MRSCW Watershed Restoration and Protection Strategy (WRAPS)/Total Maximum Daily Load (TMDL) – update project and consider utilizing this information as a planning tool as it comes available. This project is currently set for completion on June 30, 2024, with a significant level of work planned for completion in 2023 concurrently when the MRSCW 1W1P is being developed. This includes the development of the draft of the MRSCW WRAPS update and the draft MRSCW TMDL report, which will address 17 impairments within the MRSCW (Escherichia coli [E. coli] - 10, nutrients - 6, and fish and benthic macroinvertebrate bioassessments - 1).

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
Sherburne County Comprehensive Land Use Plan 2010-2030	There are 60,432 acres of wetlands in Sherburne County, classified as Type 1 through Type 8 wetland. Page 13	No	NA	Habitat and Natural Resources	Wetland Habitat	General Statement
MPCA Large River Monitoring and Assessment Summary	Pay attention to wetlands to protect pristine waters in northen reaches. They store water and act as filters.	Yes	NA	Habitat and Natural Resources	Wetland Habitat	Potential Priority Issue
Benton County Comprehensive Local Water Management Plan Supplement 2001	Wetlands Objective 6: Protect and enhance the values and functions of wetlands in Benton County.	No	NA	Habitat and Natural Resources	Wetland Habitat	Goal

Waste & Feedlots

RESPONSE LETTERS WATER PLANS REPORTS

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
MPCA Large River Monitoring and Assessment Summary	Phosphorus, from wastewater, manure, and fertilizer, is a nutrient that causes algal blooms and impacts aquatic life and human recreation. While phosphorus levels are low enough to support the river life and recreation standards in the upper Mississippi, by the time it reaches Minneapolis, the levels from upstream and tributaries lead to algae and related problems	Yes	Mississippi River	Surface Water	Waste & Feedlot	Potential Priority Issue
Stressor ID Summary 2014	Excessive nutrients (like phosphorus and nitrogen) are causing increased plant and algae growth throughout the watershed. This is detrimental to fish and macroinvertebrate communities. Row crop agriculture, animal production, wastewater discharge, lawn/garden maintenance, and pet waste runoff are all contributing to excess nutrient levels in streams.	Yes	NA	Surface Water	Waste & Feedlot	Potential Priority Issue
Benton County Priority Concerns Scoping Document 2017	Priority Concern 2: Feedlot and Nutrient Management: Protect surface water quality by encouraging proper nutrient management of animal manure and fertilizers.	No	NA	Surface Water	Waste & Feedlot	Implementation Strategy
Benton County Comprehensive Local Water Management Plan Supplement 2001	Feedlots and Manure Objective 2: Reduce the impact of livestock on water resources	No	NA	Surface Water	Waste & Feedlot	Goal
Sensitive Areas Management Plan May 2013 Benton County	Priority Concern 1 from 2008 plan revision of CLWMP: Feedlot and nutrient management	No	NA	Surface Water	Waste & Feedlot	Implementation Strategy
2018-2028 Benton County Comprehensive Local Water Management Plan	Four priority concerns to be addressed through this CLWMP: 1. Feedlot and Nutrient Management: Protect surface water quality by encouraging proper nutrient management of animal manure and fertilizers.	No	NA	Surface Water	Waste & Feedlot	Implementation Strategy
2018-2028 Benton County Comprehensive Local Water Management Plan	Feedlot locations are spread throughout the County, with the highest number of feedlots in the central part of the County, including Mayhew Lake, Graham, and Gilmanton Townships (Figure 34). The highest number of feedlots in Benton County are located within the Mississippi River – St. Cloud watershed (70%)	No	NA	Surface Water	Waste & Feedlot	General Statement
2018-2028 Benton County Comprehensive Local Water Management Plan	Four stream sections in Benton County are currently affected for aquatic recreation due to Escherichia coli (E. coli) or fecal coliform impairments.	No	NA	Surface Water	Waste & Feedlot	General Statement

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Water Rate & Quantity

RESPONSE LETTERS WATER PLANS REPORTS

Issue Source	Resource Issue	Priority Issue?	Specific Resource Identified	Resource Category	Subcategory	NOTES
Benton County Priority Concerns Scoping Document 2017	Priority Concern 1: Surface and Groundwater Quality and Quantity: Protect water resources from increasing demands to prevent potential problems with water quantity. Protect and prevent surface and groundwater from contamination and other impairment factors which negatively affect water quality.	Yes	NA	Surface Water	Water Rate & Quantity	Potential Priority Issue
Benton County Comprehensive Local Water Management Plan Supplement 2001	Goal: Surface Water Quantity – Minimize the effects of flooding brought about by changes in land use by reducing peak flows and / or increasing infiltration.	No	NA	Surface Water	Water Rate & Quantity	Goal
Benton County Comprehensive Local Water Management Plan Supplement 2001	Elk River Watershed Objective 11: To enhance and protect the quality and quantity of the water in the Elk River Watershed.	No	Elk River Watershed	Surface Water	Water Rate & Quantity	Goal
Briggs Chain 2018 Flood Study	Our calculated water balance aligned with the findings of the SWCD 2006-2007 phosphorus mass balance study: Briggs Creek contributes, on average, 46% of the flow to the lake system when Bayou channel is not flowing, and 39% when the Bayou is flowing. Figure 5 is the water balance summary. Evidence suggests that while runoff from Briggs Creek is a consistent, annual volume to the lake chain, the impact of inflow from the Bayou is intermittent. This points to prioritizing runoff volume management in Briggs Creek sub watershed over the watershed upstream of the Bayou.	No	Briggs Creek	Surface Water	Water Rate & Quantity	General Statement
Public Kick-off & Virtual Open House Combined Data	Top surface water concerns (concern #2): Excessive water runoff from landscape	Yes		Surface Water	Water Rate & Quantity	Potential Priority Issue

Appendix D: Issue Statement Framework



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Issue Statement Framework

INTRODUCTION

The partnership developed a framework for each issue statement included in the Plan. To address the concerns identified for each issue statement, the framework includes:

- Desired Future Condition
- Priority Resources
- Measurable Goals
- Targeting Criteria
- Strategies for Implementation

The framework outlined in this appendix is the framework that was approved by the PC prior to the first draft of the Plan. There may be slight edits or changes within the Plan based on updates completed through the review process. Plan implementation shall follow the framework outlined in Section 4.

APPENDIX D: ISSUE FRAMEWORK

The partnership developed a framework for each issue statement included in the plan. To address the concerns identified for each issue each issue statement, the framework includes:

- *Desired Future Condition*
- *Priority Resources*
- *Measurable Goals*
- *Targeting Criteria*
- *Strategies for Implementation*

The framework outlined in this appendix is the framework approved by the Policy Committee prior to the first draft of the Plan. There may be slight edits or changes based on updates completed through the review process. Plan implementation shall follow the framework outlined in Section 4 of the Plan document. HSPF-SAM reduction efficiencies are included in the table at the end of this appendix.

ISSUE STATEMENT #1: SURFACE WATER

SURFACE WATER ISSUE 1: POLLUTANT RUNOFF

Issue Statement: Surface waters threatened or impaired by pollutants result in damaging impacts to the environment, economy, and quality of life.

Desired Future Condition: Surface waters across the watershed have a healthy and thriving environment that supports aquatic life, drinking water consumption, and human recreation.

Measurable Goals:

1. Delist 10 number of waterbodies from the state's impaired waters list for nutrients and sediment.
2. No new nutrient impairments on priority protections waterbodies.
3. Achieve E.coli reductions in priority restoration streams through completing 9,770 acres Soil Health Practices, 111,850 ft Ag BMPs, 40 Ag BMPs (unit = each), and 81 SSTS Improvement/Replacements. [BMPs include: Pasture Management (600 acres), Nutrient Management Practices (9,170 acres), Cattle Exclusion/Fencing (88,300 ft), Livestock Pipeline (23,550 ft), Feedlot BMPs (18), Nutrient Management Plans (22), and SSTS Improvement/Replacement (81)]
4. Reduce watershed pollutant runoff by 2,910 tons/yr (10%) of sediment and 11,430 lb/yr (9%) of phosphorus.

Table 1. Pollutant Reduction Breakdown by Management Zone

Management Zone	TSS Reduction tons/yr	TP Reduction lbs/yr
Saint Cloud	300	1,400
Clearwater	400	2,100
Silver & Otter Creek	200	600
Otsego Creek	10	30
Headwaters Elk River	1,200	2,900
Saint Francis	300	1,200
Elk River	500	3,200

5. Reduce total phosphorus loading to priority lakes according to the following tables.

Table 3 - Priority Restoration Lakes Reference Table

Lake Name (Lake ID)	County	TP Reduction lbs/yr (%)
Fremont (71001600)	Sherburne	25 (5%)
Indian (86022300)	Wright	5 (5%)
Orono (71001300)	Sherburne	500 (5%)*
Fish (86018300)	Wright	10 (5%)
Julia (71014500)	Sherburne	10 (10%)
Eagle (71006700)	Sherburne	75 (10%)
Elk (71014100)	Sherburne	1350 (5%)
Locke (86016800)	Wright	180 (10%)
Briggs (71014600)	Sherburne	60 (10%)
Mayhew (05000700)	Benton	650 (10%)
Marie (73001400)	Stearns	375 (10%)
Louisa (86028200)	Stearns	375 (10%)
Rush (71014700)	Sherburne	45 (5%)
Elk (71005500)	Sherburne	140 (5%)
Clear (47009500)	Meeker	30 (2%)
Mink (86022900)	Wright	75 (5%)
Somers (86023000)	Wright	25 (5%)
Caroline (86028100)	Stearns	750 (10%)
Scott (86029700)	Wright	70 (10%)
Betsy (47004200)	Meeker	840 (10%)

**Assumes 500 lbs/yr from direct subwatersheds and 3,000 lbs/yr total including upstream reductions*

Table 4. Priority Protection Lakes Reference Table

Lake Name (Lake ID)	County	TP Reduction lbs/yr (%)
Cedar (86022700)	Wright	60 (5%)
Ann (71006900)	Sherburne	6 (5%)
Limestone (86016300)	Wright	40 (6%)
Sugar (86023300)	Wright	30 (6%)
Clearwater (86025200)	Wright	820 (5%)
Mary (86015600)	Wright	30 (5%)
Ida (86014600)	Wright	7 (5%)
Nixon (86023800)	Wright	7 (6%)
Augusta (86028400)	Stearns	400 (5%)
Pleasant (86025100)	Wright	20 (5%)
Little Mud (47009600)	Meeker	4 (7%)
Warner (73001100)	Stearns	40 (5%)
Bertram (86007000)	Wright	60 (6%)
Bass (86023400)	Wright	4 (6%)
Birch (86006600)	Wright	10 (5%)
Birch (71005700)	Sherburne	20 (10%)
Crooked (73000600)	Stearns	149.3 (6%)
Long (73000400)	Stearns	149.3 (6%)
Long (71015900)	Sherburne	20 (5%)
Big (71008200)	Sherburne	6 (10%)
Mitchell (71008100)	Sherburne	8 (5%)
George (73061100)	Stearns	0.1 (0%)

Targeting Criteria:

- Planning Criteria
  - Areas contributing high pollutant loads to priority lakes and streams (HSPF fate/transport analysis – See maps at end of section for locations of HSPF Subwatersheds)
  - Areas that provide greatest multiple benefits of other priority issues listed below:
    - Groundwater protection areas
    - Habitat/perennial cover
  - Areas with higher animal unit densities from feedlot data layer and E.coli values with greatest exceedance of acute standard
- Implementation Criteria
  - Identify in plan that additional tools will be used during site selection such as:
    - Feasibility studies
    - ACPF where completed
    - PTMApp where completed
    - Subwatershed assessment
    - E.coli source assessment

Implementation Strategies/Actions:

- Cover crops
- Conservation tillage
- Crop rotation
- Grassed waterways
- WASCOBs
- Grade stabilization
- Pasture management
- Cattle exclusion
- Perennial cover
- Alternative tile intakes
- Nutrient management plans
- Manure management plans
- Stream restorations
- Lakeshore restorations
- Urban stormwater best management practices
- Soil health practices?

Table 2 - Priority Protection Streams

Reach Name (WID)	Reach Description
Stony Brook(07010203-546)	T36 R29W S17, east line to Rice Lk
Unnamed creek(07010203-684)	Unnamed cr to Elk R
County Ditch 5(07010203-697)	Unnamed ditch to Unnamed ditch
Silver Creek(07010203-555)	Little Mary Lk to Locke Lk
Unnamed creek (Luxemburg Creek)(07010203-561)	T123 R28W S30, south line to Johnson Cr
County Ditch 13(07010203-694)	Unnamed ditch to St Francis R
Johnson Creek (Meyer Creek)(07010203-633)	Unnamed cr to Unnamed cr
Otter Creek(07010203-690)	First Lk to Unnamed cr
Tibbets Brook(07010203-736)	Unnamed ditch to Elk R
Briggs Creek(07010203-538)	T35 R29W S2, north line to Briggs Lk
Battle Brook(07010203-612)	Unnamed cr to T36 R27W S36, south line

Reach Name (WID)	Reach Description
Battle Brook(07010203-559)	T35 R27W S1, north line to CD 18
Unnamed creek (Thiel Creek)(07010203-566)	Headwaters to Lk Marie
Plum Creek(07010203-572)	Warner Lk to Mississippi R
Tibbets Brook(07010203-735)	Rice Lk to Unnamed ditch
Mississippi River(07010203-728)	Sauk R to Clearwater R
Mississippi River(07010203-729)	Clearwater R to Crow R
Willow Creek(07010203-515)	Headwaters to Lk Betsy
Johnson Creek (Meyer Creek)(07010203-632)	T122 R28W S4, south line to Unnamed cr

Table 3 - Priority Restoration Streams

Reach Name (WID)	Description
Elk River(07010203-579)	Elk Lk to St Francis R
Clearwater River(07010203-511)	Clearwater Lk to Mississippi R
Elk River(07010203-548)	St Francis R to Orono Lk
Clearwater River(07010203-549)	CD 44 to Lk Betsy
Silver Creek(07010203-557)	Locke Lk to Mississippi R
Johnson Creek (Meyer Creek)(07010203-639)	T123 R28W S14, west line to Mississippi R
Battle Brook(07010203-535)	CD 18 to Elk Lk
County Ditch 22(07010203-695)	Headwaters to St Francis R
St Francis River(07010203-704)	Unnamed lk (71-0731-00) to Rice Lk
Clearwater River(07010203-717)	Scott Lk to Lk Louisa
St Francis River(07010203-702)	Rice Lk to Elk R
County Ditch 44(07010203-550)	Clear Lk to Clearwater R

Reach Name (WID)	Description
St Francis River(07010203-700)	Headwaters to Unnamed lk (71-0371-00)
Unnamed creek (Robinson Hill Creek)(07010203-724)	CD 14 to CSAH 136
Elk River(07010203-507)	Mayhew Cr to Rice Cr
Unnamed ditch(07010203-523)	Headwaters (Lk Fremont 71-0016-00) to Tibbits Bk
Mayhew Creek(07010203-750)	T36 R30W S21, west line to Elk R
Elk River(07010203-508)	Headwaters to Mayhew Cr
Snake River(07010203-529)	Unnamed cr to Eagle Lk outlet
Rice Creek(07010203-512)	Rice Lk to Elk R

SURFACE WATER ISSUE 2: ALTERED HYDROLOGY

Issue Statement: Altered hydrology changes the timing, flow rate, and volume of water delivered downstream negatively impacting the environment (stream stability, pollutant loading), economy (risk of flooding, drainage system maintenance) and quality of life (flooding and recreation).

Desired Future Condition: The watershed has achieved a balanced surface water hydrologic regime with timing and volume of water delivered downstream supporting the ecological functioning of riparian areas and aquatic habitats.

Measurable Goal/s:

1. Reduce the magnitude of high stream flows by storing 5,200 acre* feet of water in the watershed.
2. Address altered hydrology related stream stability issues through 25,750 linear feet of BMPs.
3. Reduce flooding impacts in developed areas by implementing 96 number of stormwater BMPs. [BMPs include Structural Stormwater BMPs (82) and Stormwater Ponds (14)]

* The water storage amount was generated using HSPF-SAM and the flow reduction efficiencies that are incorporated for each of the BMPs within this software. This was done by comparing reach base flow volumes with scenario reach flow volumes and attributing the difference to storage. Outputs from the model were processed similarly to pollutant reductions but aggregated the localized reductions, while correcting for upstream influences, to develop a cumulative storage value for the 10 years. Because this goal is cumulative there was an assumption made to distribute the implementation efforts across the plan's 10 years and aggregate the annual storage amounts to develop the final water storage goal. Within SAM v2, many BMPs have a degree of flow reduction which ranges from smaller reductions (i.e. 2% for filter strips due to infiltration and ET) to higher reductions such as restored wetlands (30% reduction in flows treated by wetlands) and infiltration basins (90% reduction in flows treated by basin). The reduction values can be found in the SAM v2 software under the "Design" tab under "Step 3a".

Targeting Criteria:

- Planning Criteria
    - Drainage areas to priority resources
    - DNR EHC (Evaluation of Hydrologic Change) Report
    - Watershed Health Assessment Framework (DNR WHAF)
- Implementation Criteria
    - Restorable wetland inventory data layer
    - TNC storage map
    - Floodplain areas
        - Areas of documented local flooding concern
    - FEMA flood maps
    - City/urban stormwater inputs
    - HSPF
    - Multi-purpose drainage management plans
    - Feasibility studies
    - Stressor ID Reports

Implementation Strategies/Actions:

1. Reconnect floodplain to river systems that will increase storage by X acre-feet and reduce peak velocity by X cubic feet per second per planning region (or other spatial scale).
2. Capture and store X amount of stormwater when adding impervious surfaces in urban and rural areas.
3. Mitigate X amount of water when tiling systems are installed or improved.
4. Reconnect X acres of floodplain.
5. Increase sinuosity of priority streams by X miles or other variable.
6. Policy?
7. In-channel storage
8. Wetland restorations
9. Water storage impoundments/ponds
10. Multi-Purpose Drainage Management (MDM) Plans
11. Soil health practices
12. Temporary storage practices
13. Culvert projects (look at water storage potential during planning for these projects)
    a. This could be more appropriate as an implementation strategy than a targeting criterion. Discussion on ROW road ditch culverts vs public drainage system culverts, thinking about this more from the project perspective than from the perspective of reviewing county culvert replacement plans to initiate a project. TAC to discuss this further and define the intent.
    b. Use culverts as a means to identify opportunities where culverts are increasing in size and increasing flow downstream

SURFACE WATER ISSUE 3: INTERNAL LOAD PROCESSES

Issue Statement: Surface waters are impaired by internal cycling of sediment, nutrient release, recreational activities, and invasive species.

Desired Future Condition: Internal nutrient cycling and disturbance of bottom sediments are properly managed for phosphorus in lakes throughout the watershed.

Measurable Goals:

1. Complete feasibility studies and/or lake management plans to address potential internal nutrients on 11 waterbodies.
2. Achieve 60% reduction of internal phosphorus budget in 5 waterbodies through internal nutrient source management. [Lakes include Fremont, Indian, Fish, Julia, Eagle, Briggs, Rush, Mink, and Somers. Reduction is an average of the reductions provided for each lake. This list does not include lakes with feasibility studies planned in supporting programs tables]

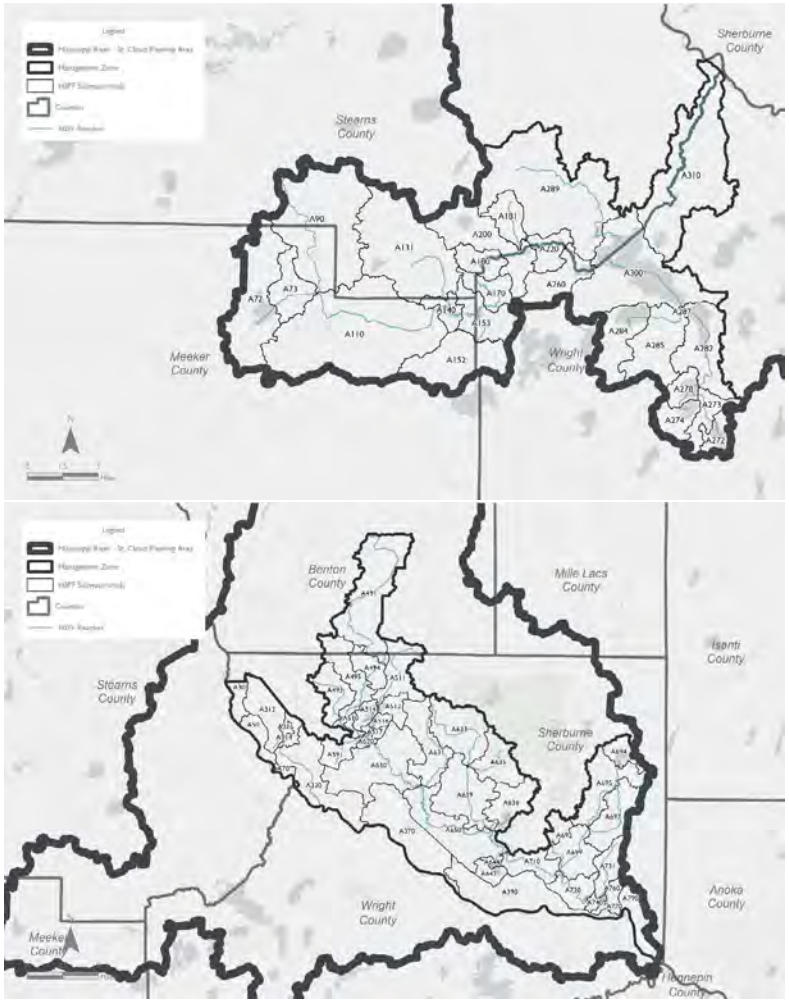
Targeting Criteria:

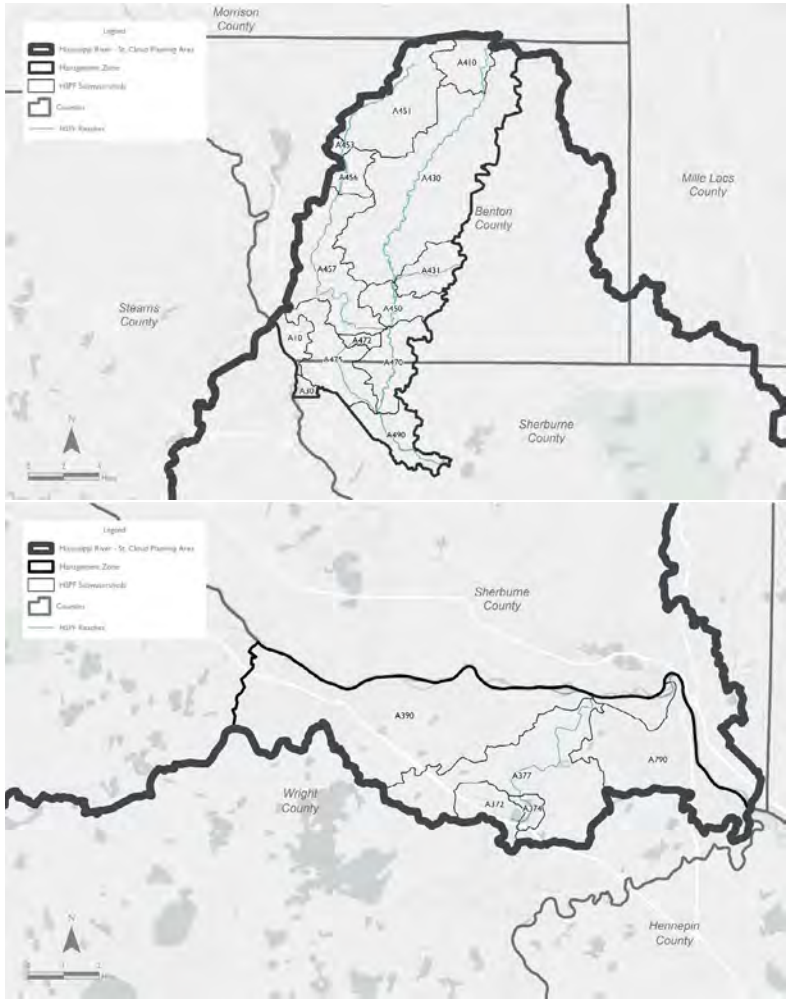
- Planning Criteria
    - Nearly/Barely Lakes
    - Feasibility studies/previous data/models
    - Connectivity to watercourses (lake outflow and downstream benefits)

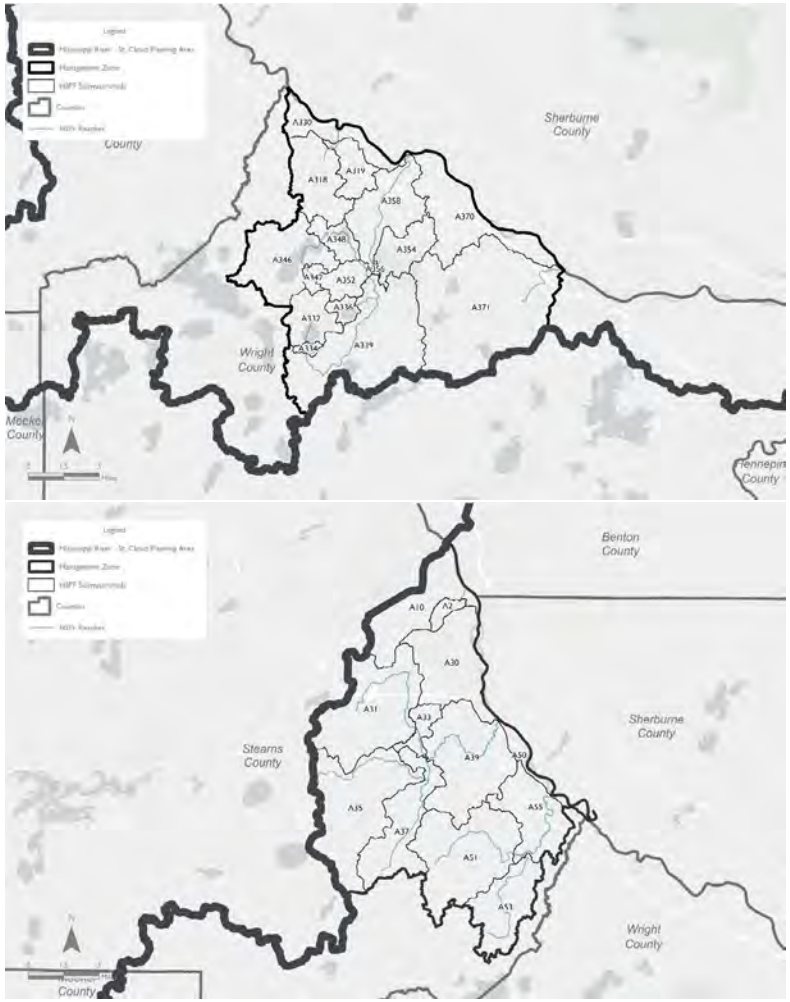
Implementation Strategies/Actions:

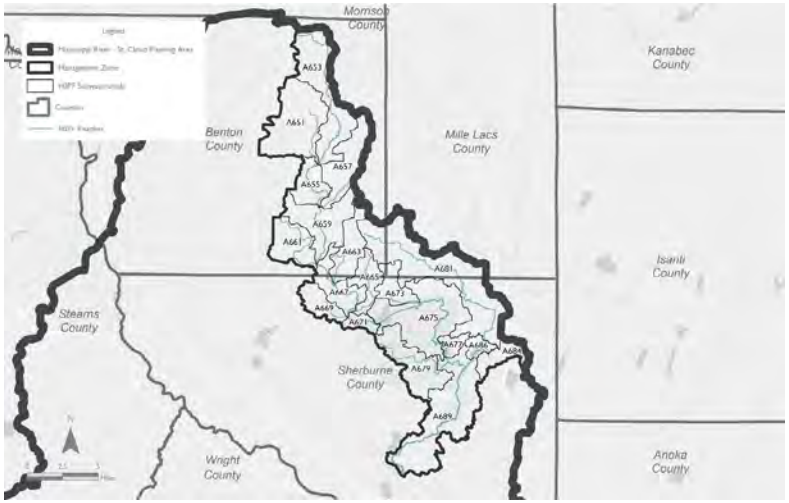
- Goal 1:
    - Aquatic Invasive Species
        - Carp population assessment
        - Carp movement assessment
        - Curly leaf pond weed
    - Dissolved Oxygen (DO) profiles
    - Bathtub models (other models as appropriate)
    - Pest management plan
    - Sediment cores
- Goal 2:
    - Alum Treatment (or similar method)
    - Carp Removal
    - CLP Treatment
    - Policy on recreation
- Lake drawdown

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ISSUE STATEMENT #2: GROUNDWATER

GROUNDWATER ISSUE 1: GROUNDWATER QUANTITY

Issue Statement: Groundwater quantity resiliency is threatened when there is an imbalance between recharge and withdrawals.

Desired Future Condition: Groundwater systems demonstrate a balanced relationship between recharge and withdrawals.

Measurable Goal:

1. No change in Groundwater Level based on trends from 2013 – 2022 (GRAPS 2024) relative to precipitation.

Targeting Criteria:

- Planning Criteria
    - Priority groundwater recharge areas which include the Anoka Sand Plain
- Implementation Criteria
    - Use running averages and trend data to get a holistic picture of what is happening and not a snapshot in time
    - GRAPS content
    - Water quantity dependent resources: trout streams, calcareous fens
    - WRAPS Stressor ID Reports
    - High density development

Implementation Strategies/Actions:

- Studies to identify areas of concern or identify areas with imbalance in water budget. This would also help direct targeting of infiltration actions. There will need to be targeting for where to conduct this work.
- Well interference, as reported to DNR, is reduced
- Develop an irrigation technology outreach program for watershed producers.
- Irrigation management
- Support the development and subsequent implementation activities for a GRAPS.
- Water conservation: Reduce or limit the amount of groundwater used
    - Promote the benefits of farming using soil health principles that increase soil moisture holding capacity, organic matter, and nutrient cycling.
        - Promote and encourage the adoption of irrigation water management BMPs that increase water conservation and decrease conditions for nitrogen loss beyond the root zone by utilizing:
            - Irrigation water scheduling to control the volume, frequency, and application of irrigation water
            - Conversion to low flow pressure irrigation nozzles
            - Proper timing of irrigation through the use of online tools that identify local climate, growing degree days (GDD) and evapotranspiration (ET) conditions
            - Test irrigation water and take credit for nitrate present as a fertilizer source
- Promote or protect recharge: Find ways for water to infiltrate back into the ground
    - Promote and increase the adoption of recharge BMPs including wetland construction/restoration, perennial establishment, riparian buffers, and conservation easements.
    - Restore X acres of wetlands and riparian buffers in targeted recharge areas.
    - Soil health practices, such as perennial vegetation
    - Urban design elements, high density development
- Incorporate GRAPS content when available
- Registration of sandpoint wells – education on the importance of completing this registration

GROUNDWATER ISSUE 2: GROUNDWATER QUALITY

Issue Statement: Groundwater quality is impacted by naturally occurring processes and land use practices that degrade drinking water and surface water connections.

Desired Future Condition: Land use practices are managed sustainably to minimize impacts on groundwater quality and allow safe drinking water for all people in the watershed.

Measurable Goals:

1. Minimize groundwater source contamination by sealing 77 wells.
2. Establish 18,640 number of acres in a nutrient or nitrogen management federal, state, or local program.
3. Establish 41,434 acres of newly enrolled cover crop (nitrogen scavenging) in groundwater protection priority areas.
4. Establish 38 acres of turf management BMPs in high priority areas.

Targeting Criteria:

- Planning Criteria
    - Areas of with medium, high, and very high pollution sensitivity of near surface materials
    - DWSMAs
    - Township maps for nitrate results
- Implementation Criteria
    - Townships with excessive nitrates
        - MDA Township Testing Program
    - County geologic atlases
    - WHAF & GRAPS
    - Hydrologic sensitivity - MDH
    - Irrigated land – agricultural and urban
    - MDA Vulnerable Groundwater Area Map Application
    - Landfills, power plans, other entities that are required to complete groundwater testing – how could we partner with them? Could we review their data/reports to ensure that we have a complete picture of the available groundwater data?

Implementation Strategies/Actions:

- Seal unused wells
- SSTS repairs/replacement
- Cover crops (nitrogen scavenging)
- Nutrient management plans
- Perennial crops and vegetation
- Irrigation management
- Soil health practices

ISSUE STATEMENT #3: HABITAT AND NATURAL RESOURCES

Issue Statement: Restoration, Protection + Preservation - Aquatic and terrestrial habitats are diminished due to fragmentation, degradation, and loss, which risks the stability of native species and ecosystems.

Desired Future Condition: Aquatic and terrestrial habitats are enhanced, restored, and connected with existing habitat complexes to build resiliency for native plant and animal communities in priority areas.

Measurable Goals:

1. Increase protected landscape by 23 easements in priority areas.
2. Restore landscape habitat acreage by 1,044 in priority areas.
3. Improve aquatic habitat within priority waterways through completion of 11,000 linear feet of restoration projects. [BMPs include Stream Restoration (10,000 ft) and Stream Channel Stabilization (1,000 ft)]
4. Restore or permanently protect 21,750 linear feet of shoreline habitat along priority waterbodies. [BMPs include Stream Shoreline Protection and Lake Shoreline Protection]

Targeting Criteria:

- Planning Criteria
    - Priority areas identified in LSP
    - Areas contributing high pollutant loads to priority lakes and streams (HSPF fate/transport analysis)
    - MSHA Scores
- Implementation Criteria

- Resources identified in previous studies/reports that identify poor habitat as a stressor
- Priority Lakes/Streams with TNC multiple-benefits analysis
- Streams/lakes with IBI issues, would rely on Stressor ID reports/WRAPS/DNR/USFWS to determine applicable areas and BMP types.
- Areas adjacent to existing protected areas
- Land use plans
    - Beltway Plan

Implementation Strategies/Actions:

- In-lake habitat restoration
- Stream restoration
- Prairie restoration
- Wetland restoration
- Habitat enhancement
- Habitat preservation
- Contracts for tree planting, prairie planting, native plantings, etc. (critical area planting – NRCS code 432)
- Short/Long term conservation easements
- Forest management plans
- Education
- Multi-purpose Drainage Management Plans (MDM) – this may fit better under surface water goals, but came up in discussion under habitat

ISSUE STATEMENT #4: LANDSCAPE RESILIENCY – SOIL HEALTH

Issue Statement: Degraded soil health diminishes resiliency and limits the ecological functions of the landscape.

Desired Future Condition: Adoption of soil health practices across the watershed that results in increased resiliency and ecological functions of the land.

Measurable Goals:

1. Implement soil health practices in each management zone as outlined in the following table. [BMPs include: Conservation Tillage, Cover Crops, Forage and Biomass Planting, Nutrient Management Practices, Pasture Management, Perennial Cover, and Turf BMPs]

Table 4 - Soil Health Practices

	Clearwater River	Saint Cloud	Silver & Otter Creek	Headwaters Elk River	Elk River	Otsego Creek	Saint Francis
Acreage of Newly adopted Soil Health Practices	14,674	10,417	4,032	24,012	27,015	250	8,276

2. Demonstrate an increase in soil health adoption amongst agricultural producers in the watershed.

To adequately achieve soil health goal number 2, the Partners will complete a study/report in the first biennium of the CWMP that identifies the current status of soil health adoption in the watershed (how many farms/producers are integrating soil health practices). The report will recommend, based upon the findings, a measurable goal to obtain by Year 10.

Targeting Criteria:

- Planning Criteria
    - Areas contributing high pollutant loads to priority lakes and streams (HSPF fate/transport analysis)
    - Highly erodible lands
    - Wind-prone erosion areas (NRSC 1 Factor Data Source, 134 & Higher, 220-240 Soils)
    - BWSR's Tillage and Cover Crop Survey Project
- Implementation Criteria
    - PTMApp
    - HSPF

Implementation Strategies/Actions:

- Cover crops
- Wind breaks
- Conservation tillage
- Nutrient management plans
- Perennial Vegetation Implementation (turf grass, impervious surfaces)
- Field days/workshops
- Pasture management
- Conservation crop rotation
- Integrated pest management
- Precision agriculture
- Agri-forest practices

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HSPF-SAM Reduction Efficiencies Table

Flow Pathway \ Constituent	Efficiencies at Field Scale						
	Flow	TN			TP		Sediment
	Surface	Surface	Tile drainage	Groundwater	Surface	Tile drainage	Surface
Tile Line Bioreactors	0	0	22	0	0	0	0
Restore Tiled Wetlands (Cropland)	30	52	52	0	43	43	75
Controlled Tile Drainage	30	0	43	0	0	43	0
Saturated Buffer	20	0	45	0	0	0	0
Ditch Buffers, 16.5 ft wide (replacing row crops)	5	43	0	35	50	0	74
Riparian Buffers, 50 ft wide (replacing row crops)	7	66	0	35	67	0	84
Riparian Buffers, 100 ft wide (replacing row crops)	10	79	0	35	80	0	90
Riparian Buffers, 50 ft wide (Pasture)	5	44	0	23	45	0	50
Conservation Crop Rotation	10	42	42	42	30	0	50
Conservation Cover Perennials	15	91	93	93	84	0	96
Corn & Soybeans to Rotational Grazing	0	75	75	75	59	0	75
Corn & Soybeans with Cover Crop	10	28	28	28	29	0	74
Short Season Crops with Cover Crop	10	43	43	43	29	0	74
Water and Sediment Control Basin (Cropland)	0	82	0	0	85	0	90
Terrace	10	38	0	0	75	0	87
Grassed Waterways	10	25	0	0	45	0	62
Filter Strips, 50 ft wide (Cropland field edge)	2	66	0	35	67	0	84
Contour Buffer Strips	10	50	27	27	62	0	75
Contour Stripcropping	10	37	20	20	44	0	70
Feedlot Manure/Runoff Storage	90	90	0	0	90	0	90
Feedlot Runoff Reduction/Treatment	75	75	0	0	75	0	70
Nutrient Management: Precision/Variable Rate	0	10	26	26	15	5	0
Nutrient Management: Improved Rates/Timing	0	10	13	13	10	5	0
Manure/Fertilizer Incorporation (no surface spreading)	0	29	5	5	35	0	0
Alternative Tile Intakes	5	66	0	0	66	0	90
Drainage Side Inlet Improvements	5	60	0	0	61	0	65
Traditional Pasture to Rotational Grazing	10	62	0	10	65	0	60
Livestock Access Control/Fencing (to waters)	10	55	0	0	65	0	75
Reduced Tillage (30%+ residue cover)	5	33	0	0	33	0	50
Reduced Tillage (no-till)	8	79	0	0	68	0	80
Forestry Erosion Control	25	0	0	0	0	0	75
Forestry Riparian Management Zones	5	70	0	0	70	0	70
Streambank/In-Channel Restoration	0	90	0	0	90	0	90
Constructed Stormwater Pond (urban)	90	27	0	0	36	0	76
Constructed Wetland (urban)	90	27	0	0	45	0	66
Infiltration Basin (urban)	90	90	0	0	90	0	90
Bioretention (urban)	90	45	0	0	40	0	72
Biofiltration (urban)	90	45	0	0	40	0	72
Permeable Pavement (urban)	90	48	0	0	45	0	67
Sand Filter (urban)	90	28	0	0	45	0	77

Appendix E: Endangered Species



Endangered Species

INTRODUCTION

The 2021 Minnesota Statute, Chapter 88. Division of Forestry (Minn. Stat. §§ 84.0895) govern the protection of threatened and endangered species and defines species with special protection as follows:

- **Endangered species (END)** are those threatened with extinction throughout all or a significant portion of its range
- **Threatened species (THR)** are those likely to become endangered within the foreseeable future throughout all or a significant portion of its range
- **Species of special concern (SPC)** are those that are not endangered or threatened, but are extremely uncommon in Minnesota or have unique or highly specific habitat requirements and deserve careful monitoring

The DNR is required to adopt rules designating species as endangered, threatened, or species of special concern. Species are also protected at the federal level and their protection status is decided by the USFWS. Species with protection status at the state level (as listed by the DNR) and federal level (as listed by USFWS) that are present in Meeker, Mille Lacs, Stearns, Sherburne and Wright counties are shown in Table E.1.

- The **Watch List** is for those species most at risk and are a focus of conservation efforts to prevent the species from becoming endangered.

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Table E.1 Endangered Species

Common Name	Scientific Name	Group	Status
A jumping spider	*Pelegrina arizonensis*	Invertebrate Animal	SPC
Acadian flycatcher	*Empidonax virescens*	Vertebrate Animal	SPC
American eel	*Anguilla rostrata*	Vertebrate Animal	SPC
American ginseng	*Panax quinquefolius*	Vascular Plant	SPC
American white pelican	*Pelecanus erthrorhynchos*	Vertebrate Animal	SPC
Annual skeletonweed	*Shinnersoseris rostrata*	Vascular Plant	THR
Autumn fimbry	*Fimbristylis autumnalis*	Vascular Plant	SPC
Beach heather	*Hudsonia tomentosa*	Vascular Plant	THR
Big brown bat	*Eptesicus fuscus*	Vertebrate Animal	SPC
Black sandshell	*Ligumia recta*	Invertebrate Animal	SPC
Blanding's turtle	*Emydoidea blandingii*	Vertebrate Animal	THR
Blunt-lobed grapefern	*Botrychium oneidense*	Vascular Plant	THR
Butternut	*Juglans cinerea*	Vascular Plant	END
Canada frostweed	*Crocanthemum canadense*	Vascular Plant	SPC
Cerulean warbler	*Setophaga cerulea*	Vertebrate Animal	SPC
Clinton's bulrush	*Trichophorum clintonii*	Vascular Plant	THR

Table E.1 Endangered Species

Common Name	Scientific Name	Group	Status
Common gallinule	*Gallinula galeata*	Vertebrate Animal	SPC
Common tern	*Sterna hirundo*	Vertebrate Animal	THR
Creek heelsplitter	*Lasmigona compressa*	Invertebrate Animal	SPC
Creeping juniper	*Juniperus horizontalis*	Vascular Plant	SPC
Cross-leaved milkwort	*Polygala cruciata*	Vascular Plant	END
Discoid beggarticks	*Bidens discoidea*	Vascular Plant	SPC
Forster's tern	*Sterna forsteri*	Vertebrate Animal	SPC
Gophersnake	*Pituophis catenifer*	Vertebrate Animal	SPC
Hill's thistle	*Cirsium pumilum var. hillii*	Vascular Plant	SPC
Horned grebe	*Podiceps auritus*	Vertebrate Animal	END
Karner blue	*Plebejus melissa samuelis*	Invertebrate Animal	END
Kinnickinnick dewberry	*Rubus multifer*	Vascular Plant	SPC
Lance-leaf violet	*Viola lanceolata var. lanceolata*	Vascular Plant	THR
Lark sparrow	*Chondestes grammacus*	Vertebrate Animal	SPC
Least darter	*Etheostoma microperca*	Vertebrate Animal	SPC
Least moonwort	*Botrychium simplex*	Vascular Plant	SPC

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Table E.1 Endangered Species

Common Name	Scientific Name	Group	Status
Leonard's skipper	*Hesperia leonardus*	Invertebrate Animal	SPC
Little brown myotis	*Myotis lucifugus*	Vertebrate Animal	SPC
Loggerhead shrike	*Lanius ludovicianus*	Vertebrate Animal	END
Northern barrens tiger beetle	*Cicindela patruela*	Invertebrate Animal	SPC
Northern long-eared bat	*Myotis septentrionalis*	Vertebrate Animal	SPC
Old field toadflax	*Nuttallanthus canadensis*	Vascular Plant	SPC
Olive-colored southern naiad	*Najas guadalupensis ssp. olivacea*	Vascular Plant	SPC
Peregrine falcon	*Falco peregrinus*	Vertebrate Animal	SPC
Plains hog-nosed snake	*Heterodon nasicus*	Vertebrate Animal	SPC
Plains pocket mouse	*Perognathus flavescens*	Vertebrate Animal	SPC
Prairie vole	*Microtus ochrogaster*	Vertebrate Animal	SPC
Pugnose shiner	*Notropis anogenus*	Vertebrate Animal	THR
Purple martin	*Progne subis*	Vertebrate Animal	SPC
Ram's head orchid	*Cypripedium arietinum*	Vascular Plant	THR
Red-shouldered hawk	*Buteo lineatus*	Vertebrate Animal	SPC
Rock sandwort	*Minuartia dawsonensis*	Vascular Plant	THR

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Table E.1 Endangered Species

Common Name	Scientific Name	Group	Status
Rusty-patched bumble bee	*Bombus affinis*	Invertebrate Animal	END
Sand-loving laccaria	*Laccaria trullisata*	Fungus	SPC
Seaside three-awn	*Aristida tuberculosa*	Vascular Plan	THR
Slender naiad	*Najas gracillima*	Vascular Plant	SPC
Small-leaved pussytoes	*Antennaria parvifolia*	Vascular Plant	SPC
Spiral ditchgrass	*Ruppia cirrhosa*	Vascular Plant	SPC
St. Lawrence grapefern	*Botrychium rugulosum*	Vascular Plant	SPC
Swamp blackberry	*Rubus semisetosus*	Vascular Plant	THR
Tall nutrush	*Scleria triglomerata*	Vascular Plant	END
Tricolored bat	*Perimyotis subflavus*	Vertebrate Animal	SPC
Trumpeter swan	*Cygnus buccinator*	Vertebrate Animal	SPC
Tubercled rein orchid	*Platanthera flava var. herbiola*	Vascular Plant	THR
Uncas skipper	*Hesperia uncas*	Invertebrate Animal	END

THR = Threatened species under state law

SPC = Species of Special Concern under state law

END = Endangered species under state law

Watchlist = Species in danger of becoming endangered, may already be threatened or a species of concern



Appendix F: Multiple Benefit Analysis



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Multiple Benefit Analysis

INTRODUCTION

The final draft multiple benefit analysis (MBA) establishes the priority areas, which are areas categorized as high priority and priority, to target implementation efforts within the planning area (Figure F.1). The MBA was developed using data that reflects areas of concern for each of the priority issues with the goal of focusing implementation efforts towards the areas with the greatest potential to achieve multiple benefits for the plan. To develop the MBA, the SC and TAC reviewed and approved a list of datasets that represented these areas of concern which are listed below by issue. To finalize the MBA, the SC applied professional judgment to adjust certain areas to better align the data assessment with on-the-ground knowledge.

Surface Water-Pollutant Runoff Areas of Concern

- Protection areas using the layers of Priority Protection Lakes and Priority Protection Streams
- Restoration areas using the layers of Priority Restoration Lakes and Priority Restoration Streams
- TP loading rates from HSPF using the layer Subwatershed Basin Loading Rate
- TSS loading rates from HSPF the layer Subwatershed Basin Loading Rate
- E. coli impairment
- E. coli impairment with recreation value using the layers of Lake and Stream

Altered Hydrology Areas of Concern

- Watershed Health Assessment Framework (WHAF) Loss of Hydrologic Storage, Altered Hydrology
- WHAF Loss of Hydrologic Storage, Wetland Loss

Groundwater Quantity Areas of Concern

- Anoka Sand Plain

Groundwater Quality Areas of Concern

- High pollution sensitivity of near surface materials
- Drinking Water Supply Management Areas (DWSMAs)
- Townships with nitrate results greater than five milligrams per liter

Habitat Areas of Concern

- Wildlife Action Network (WAN) areas
- Landscape Stewardship Plan priority protection areas

Landscape Resiliency Areas of Concern

- Highly Erodible Lands (HEL)

The SC will continue to refine the project selection process between the areas listed as high priority and priority. In general, when similar project opportunities are identified in high priority areas, they will be implemented first. Areas not included within the two priority categories are identified as opportunity areas. Projects located in opportunity areas will still be fundable but will require a higher standard for approval and will represent a significantly lower portion of implementation funds. A summary of the total area and percent of total area within each of these respective categories is presented in Table F.1.

Table F.1 Multiple Benefit Analysis Results – Summary of Area by Category

Management Zone	High Priority in Acres	Priority in Acres	Opportunity in Acres
City of St. Cloud – Mississippi River	24,318 36%	25,624 38%	18,043 27%
Clearwater River	39,563 35%	36,326 32%	36,251 32%
Elk River	84,896 44%	61,443 32%	48,633 25%
Headwaters Elk River	70,650 62%	4,484 4%	38,177 34%
Otsego Creek - Mississippi River	13,566 48%	5,575 20%	8,946 32%
St. Francis River	38,442 28%	40,615 30%	55,830 41%
Silver Creek - Otter Creek	27,243 41%	13,280 20%	25,904 39%
Total Area Acres	**298,679 42%**	**187,347 26%**	**231,783 32%**

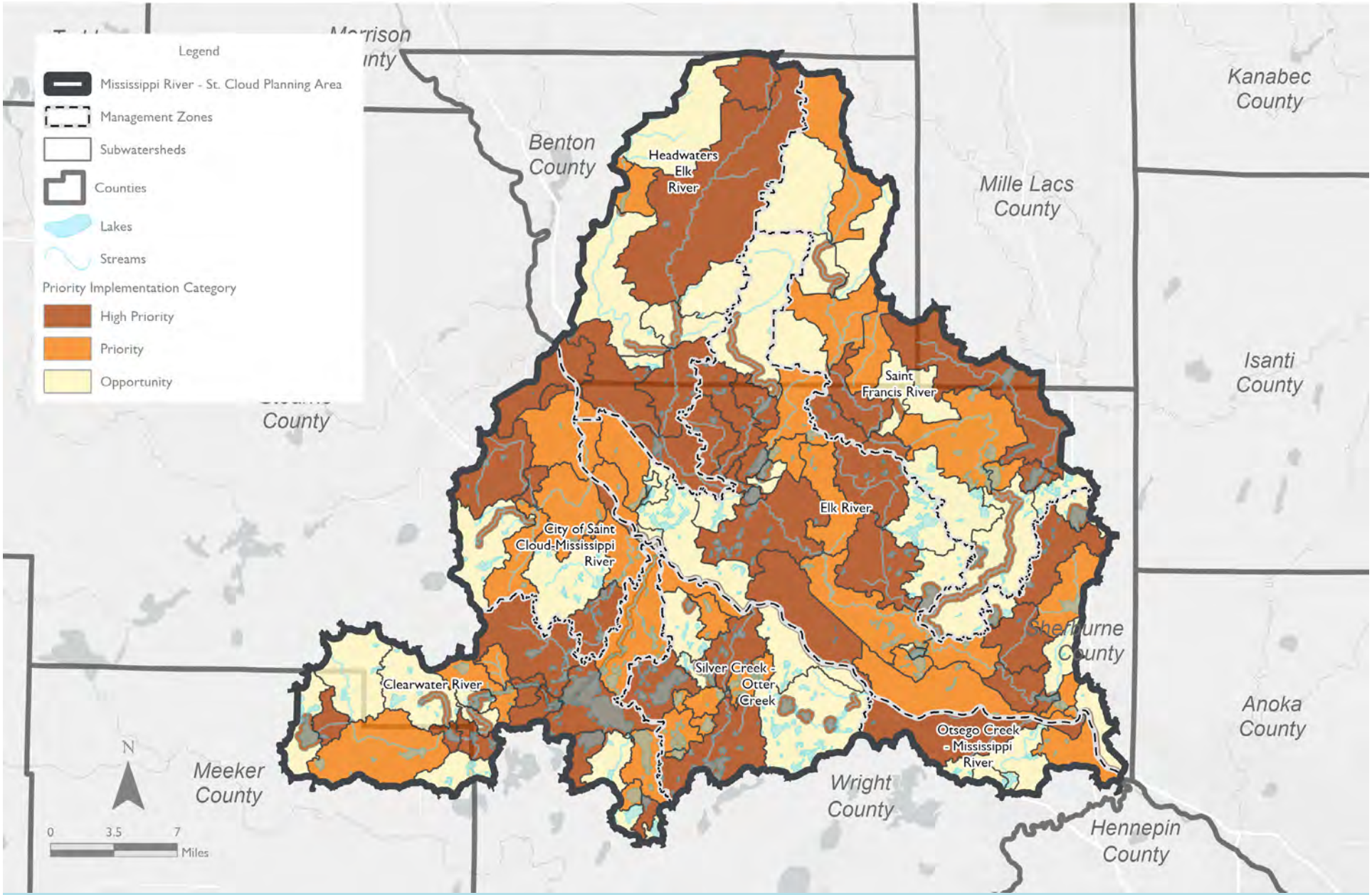


Figure F.1 Multiple Benefit Analysis Areas

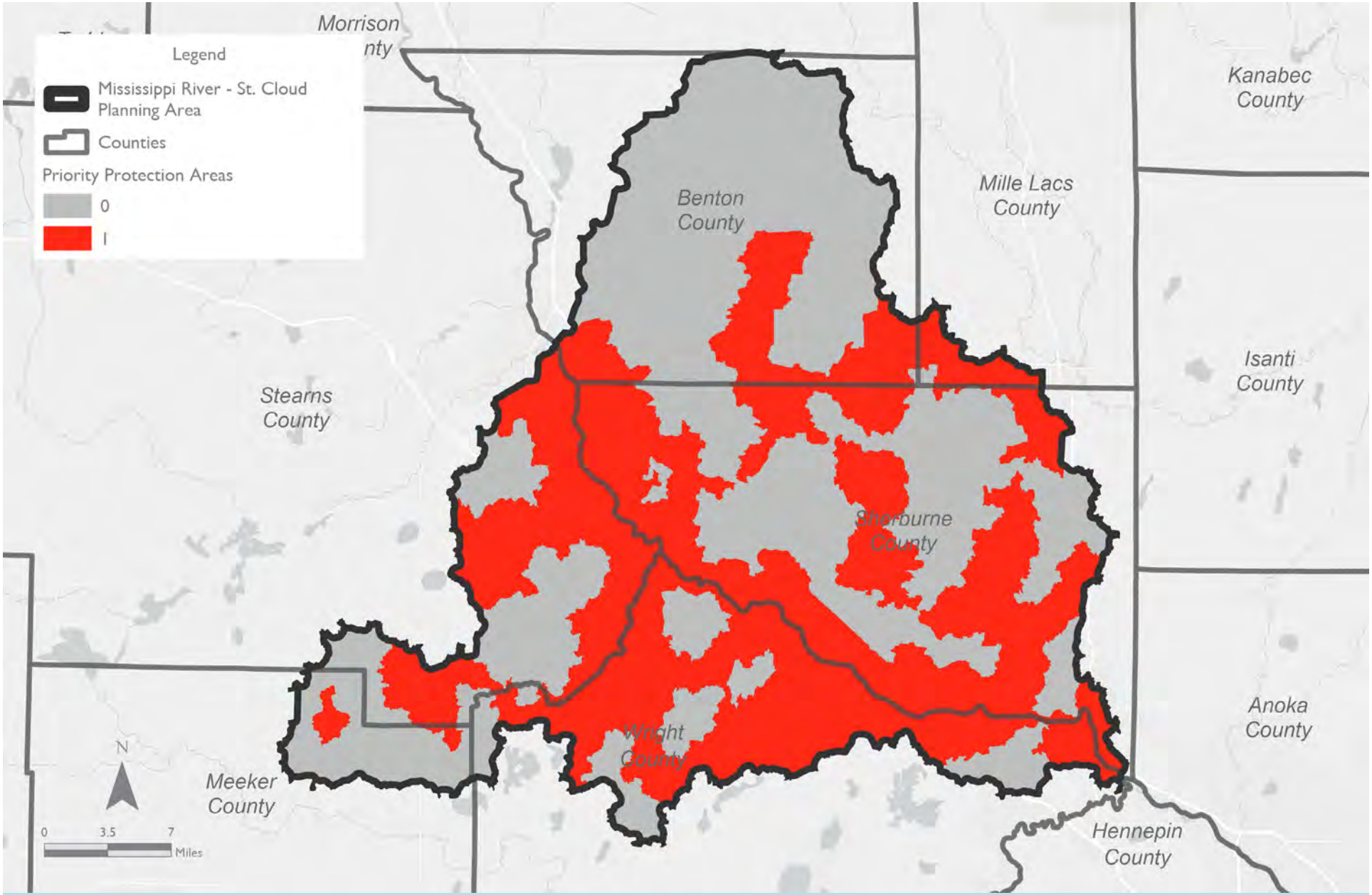


Figure F.2 Priority Protection Areas Using Priority Protection Lakes and Priority Protection Streams

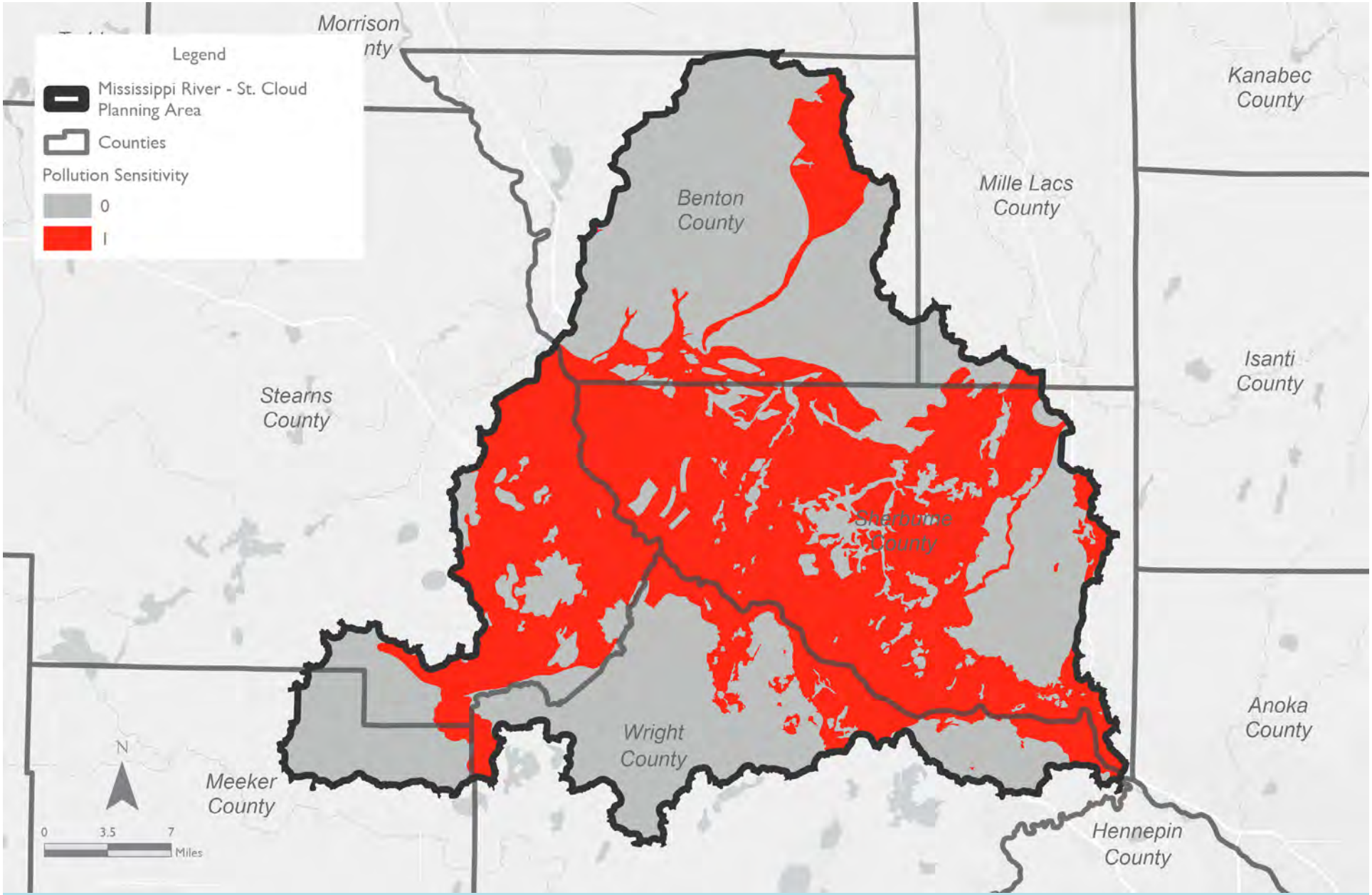


Figure F.3 Pollution Sensitivity

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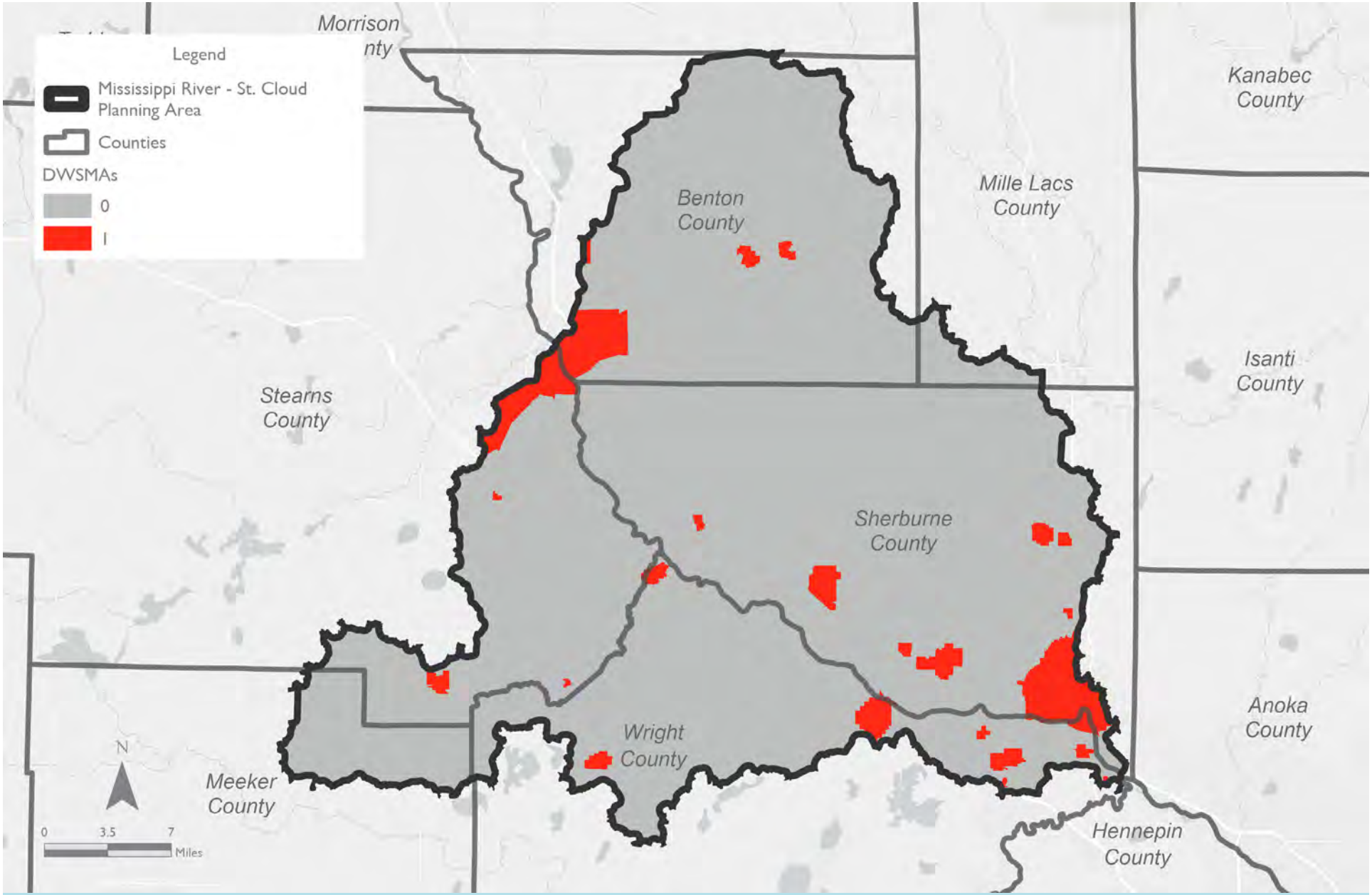


Figure F.4 Drinking Water Supply Management Areas (DWSMAs)

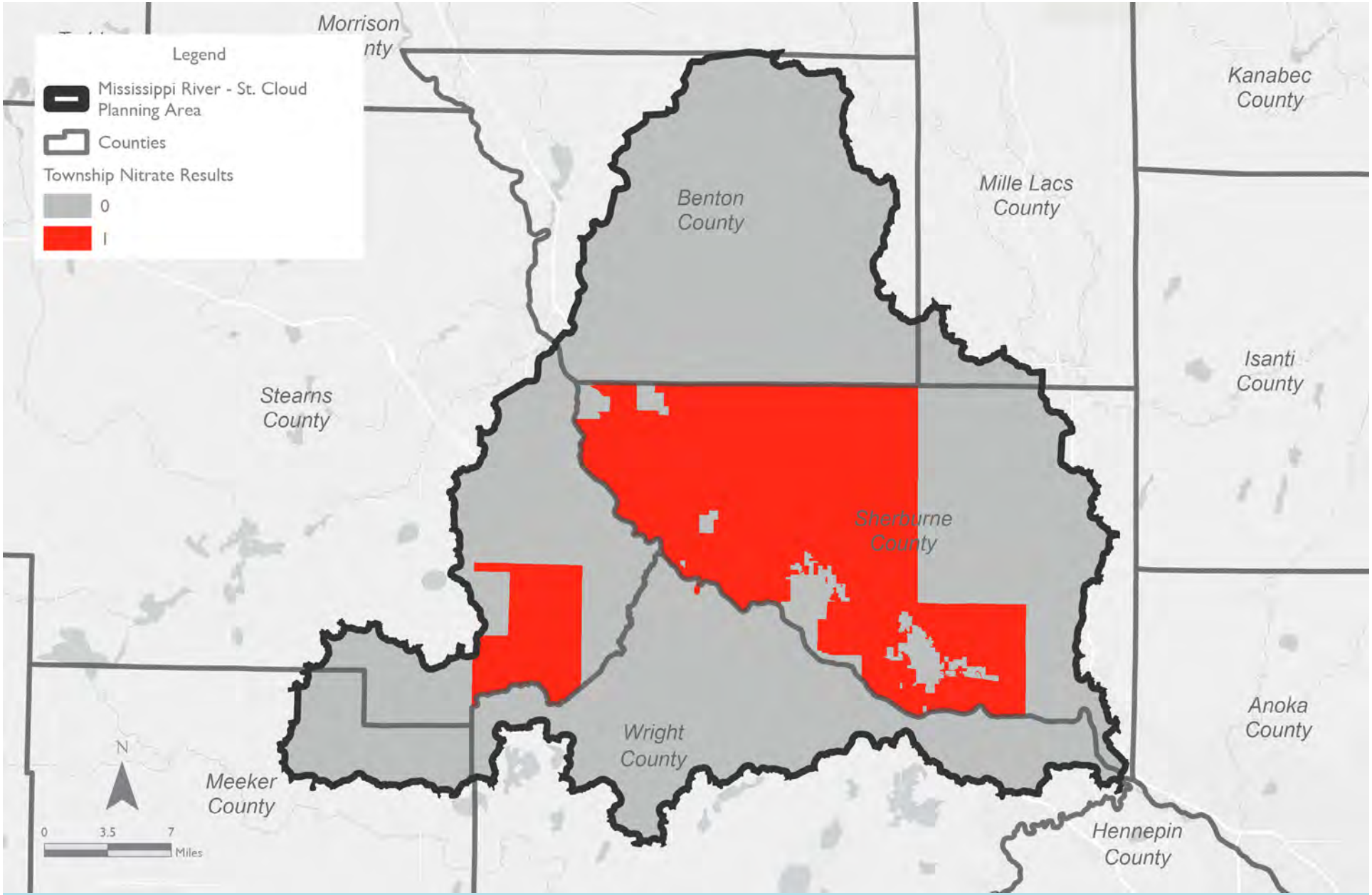


Figure F.5 Township Nitrate Results

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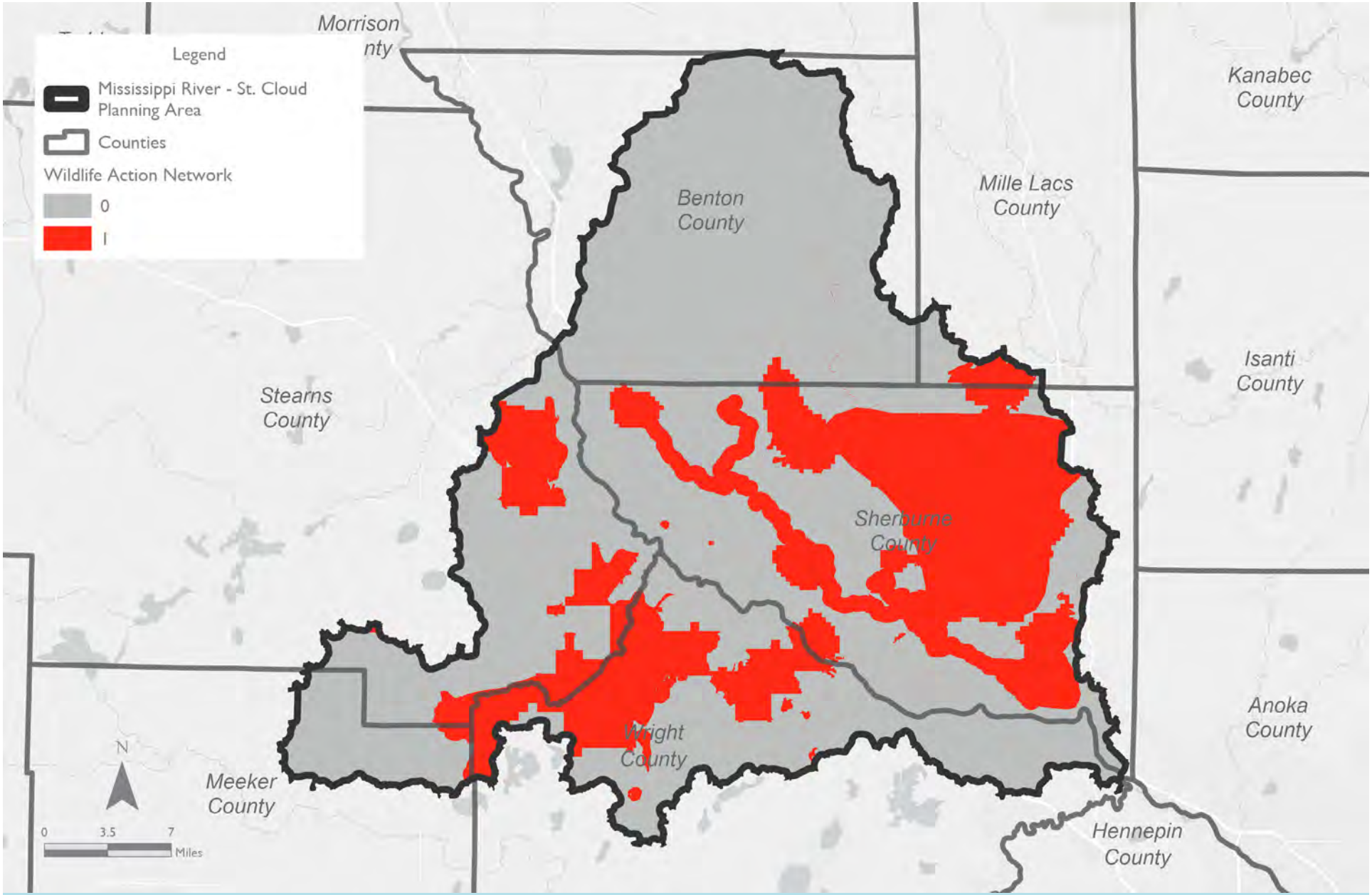


Figure F.6 Wildlife Action Network

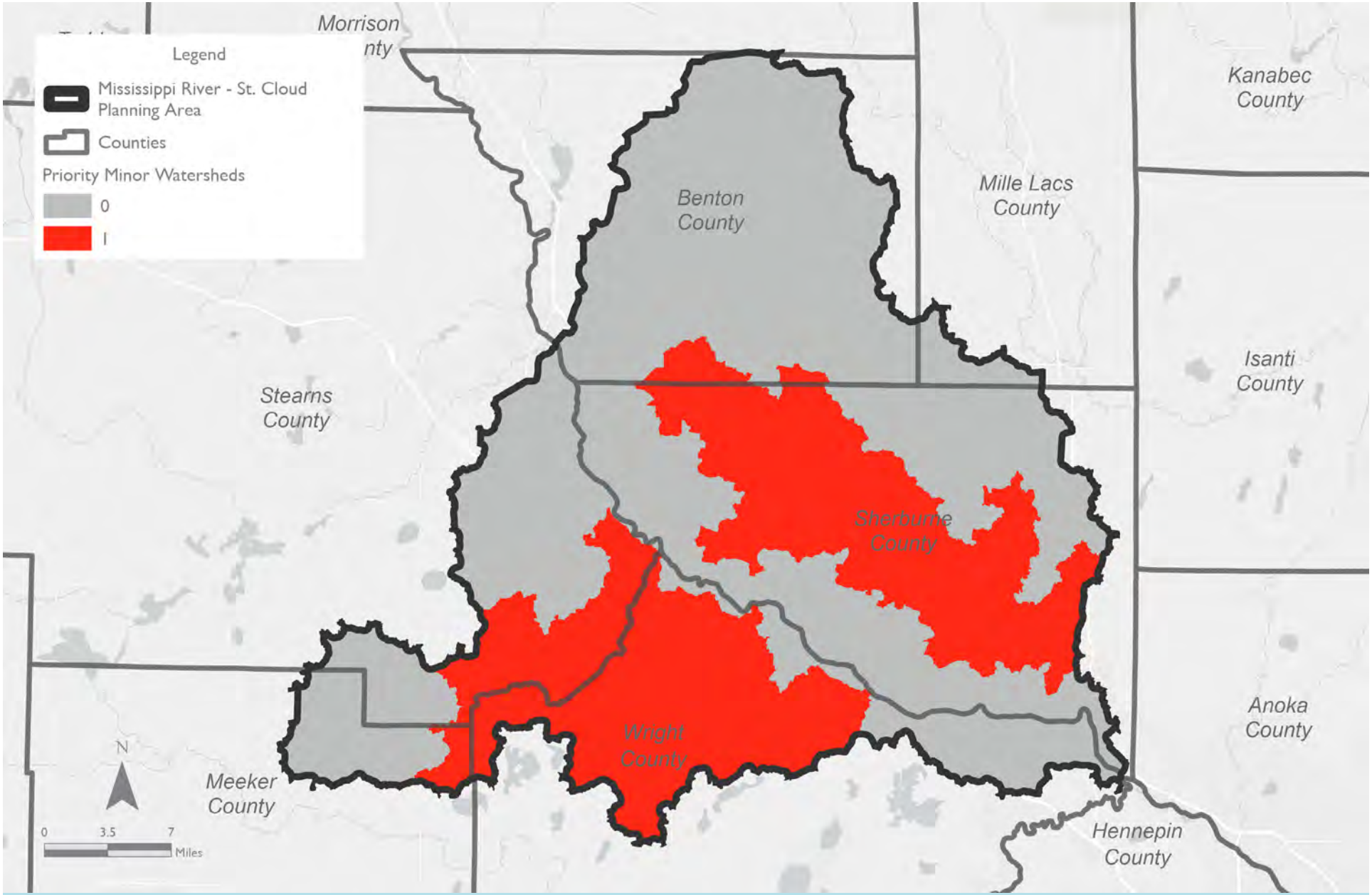


Figure F.7 Priority Subwatersheds from the Landscape Stewardship Plan

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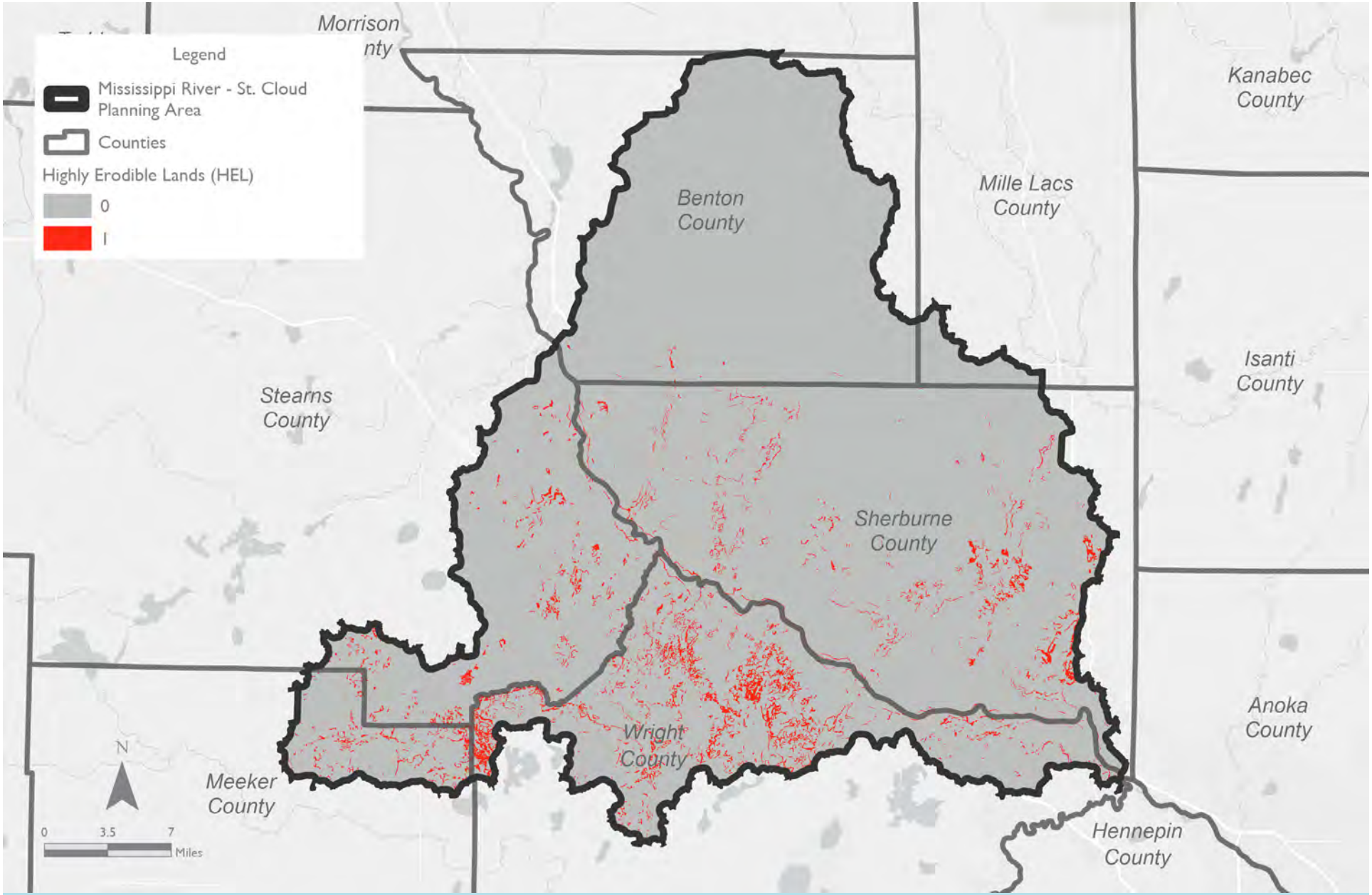


Figure F.8 Highly Erodible Lands (HEL)

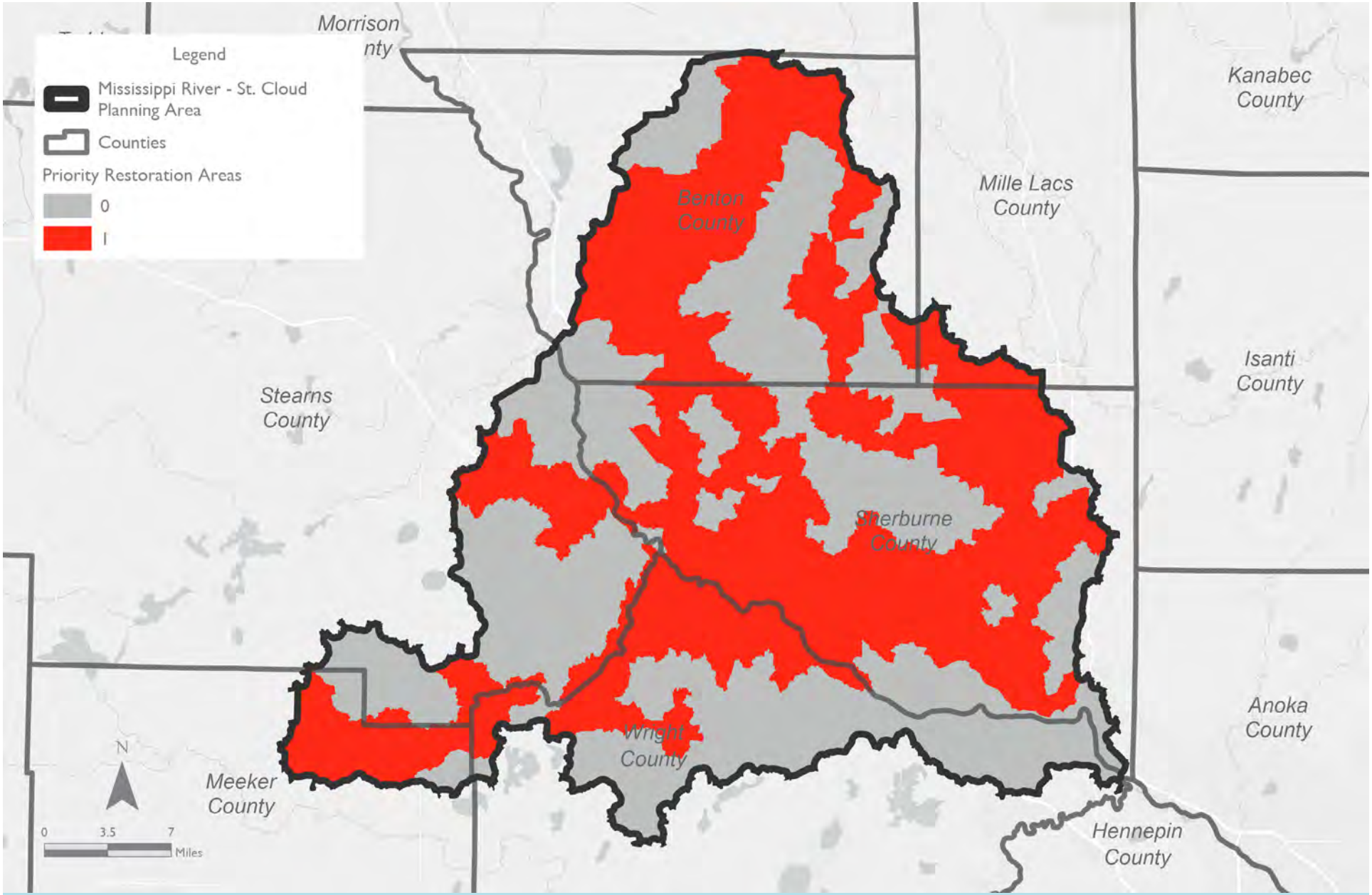


Figure F.9 Priority Restoration Areas Using Priority Restoration Lakes and Priority Restoration Streams

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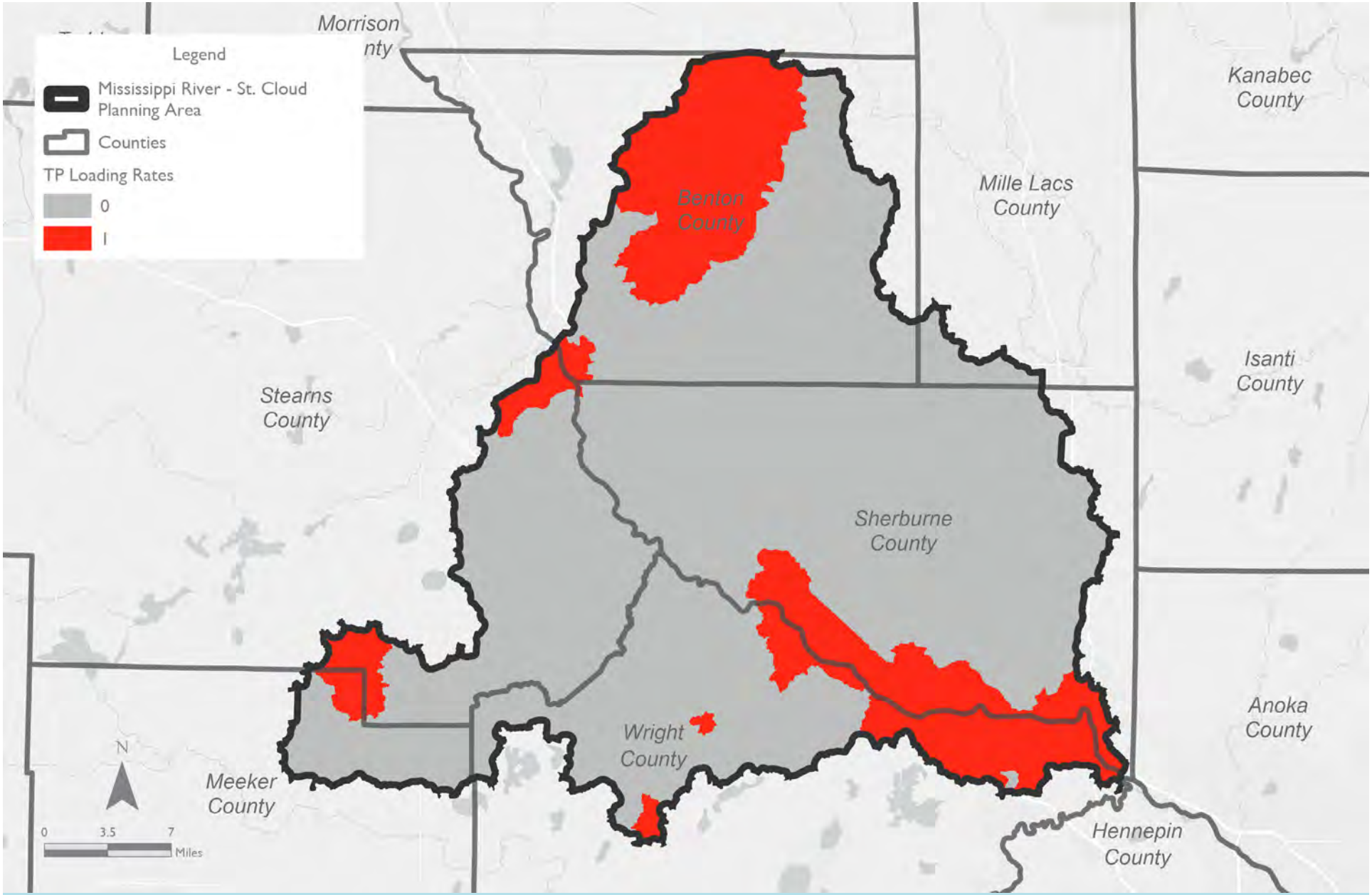


Figure F.10 TP Loading Rates from HSPF Subwatershed Basin Loading Rate

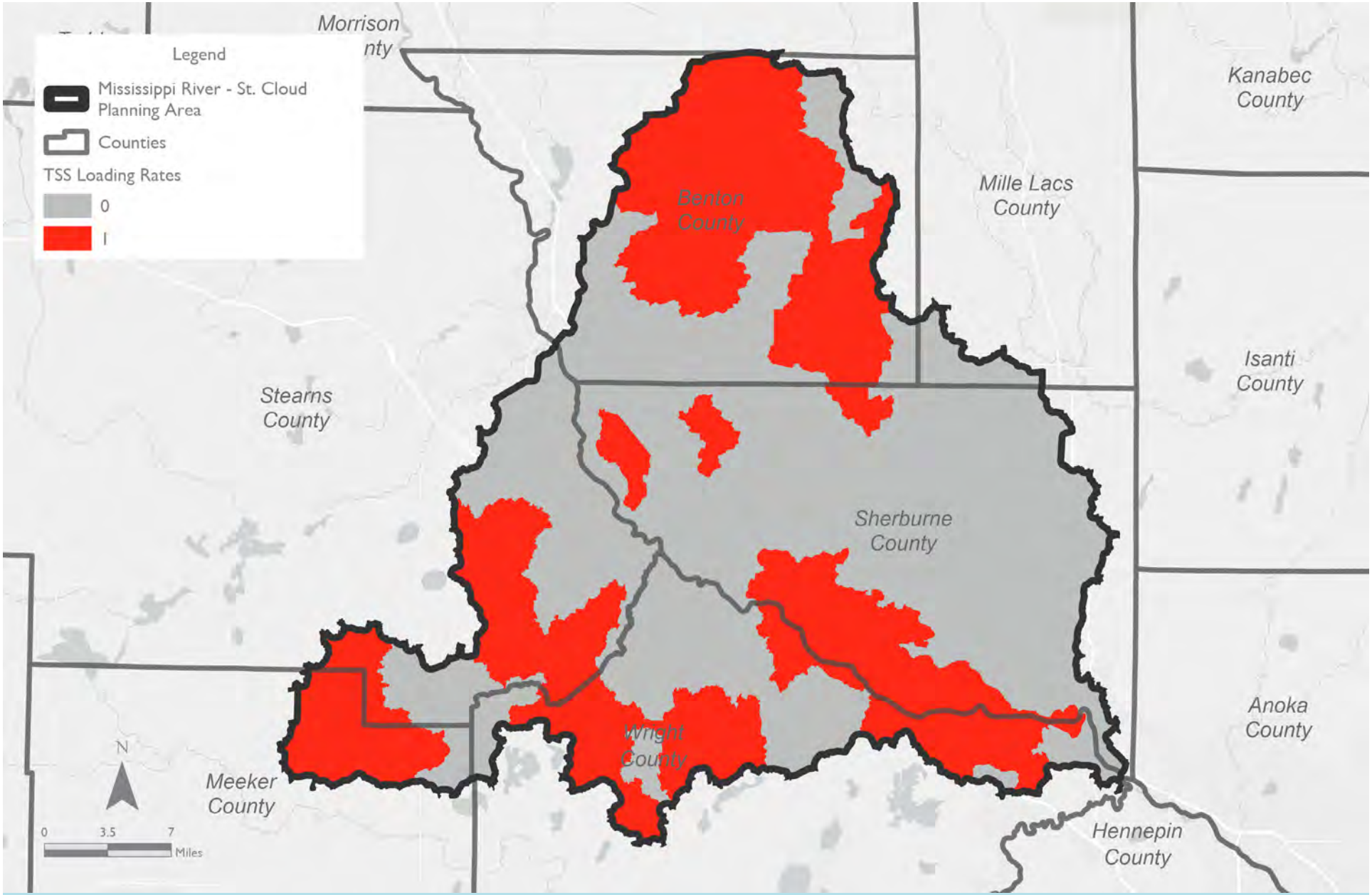


Figure F.11 TSS Loading Rates from HSPF Subwatershed Basin Loading Rate

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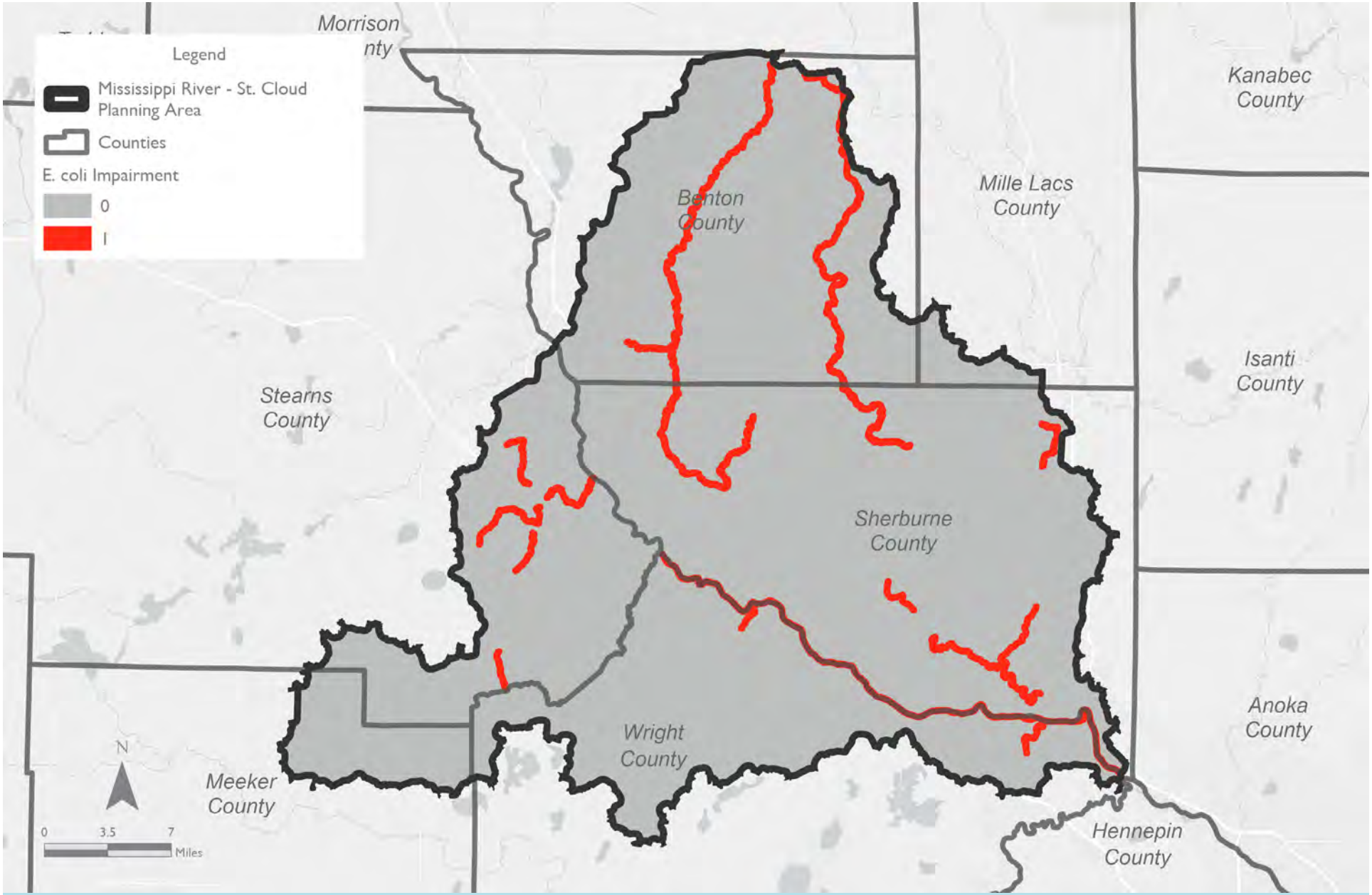


Figure F.12 E. coli Impairment

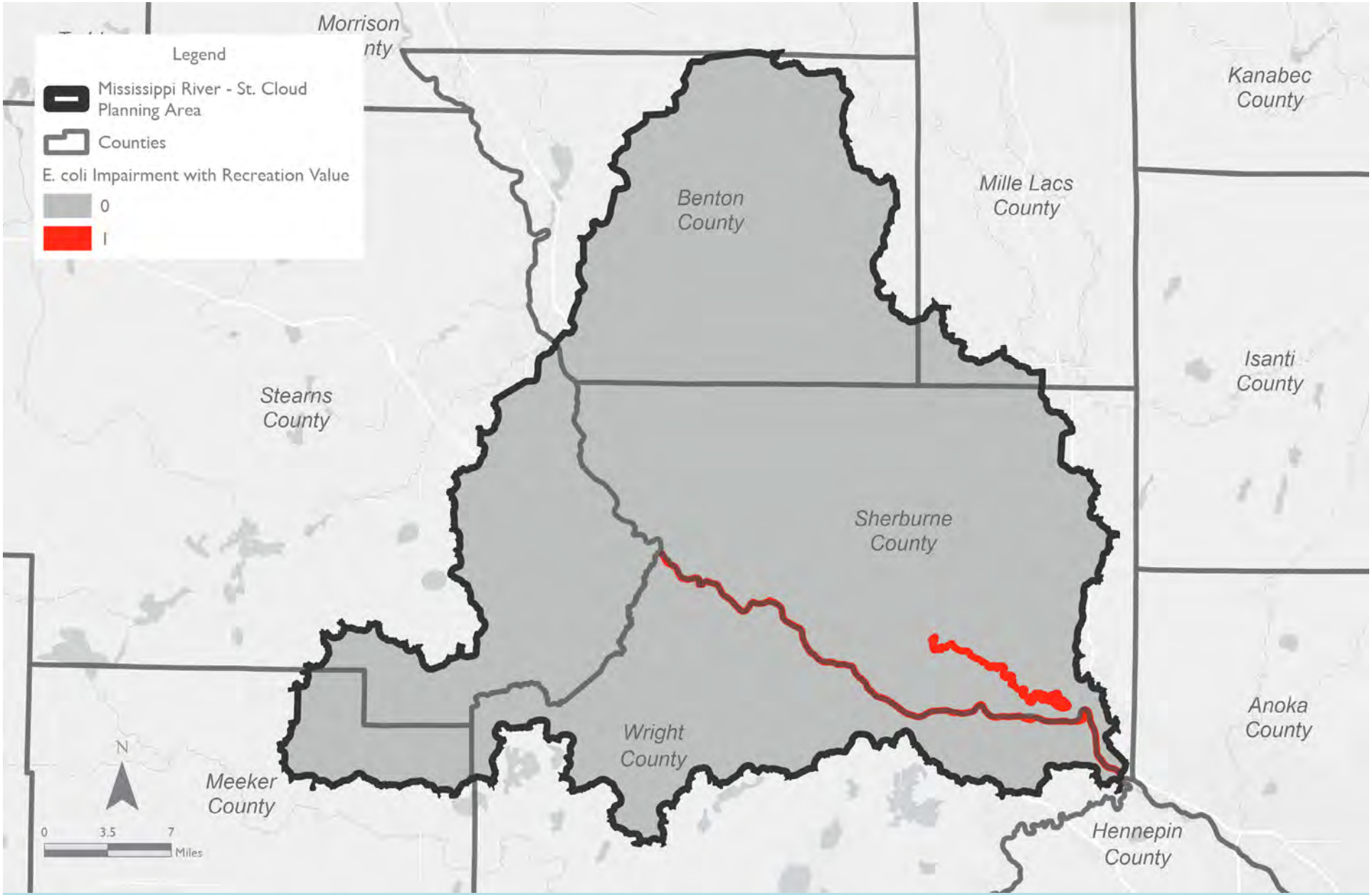


Figure F.13 E. coli Impairment with Restoration Value

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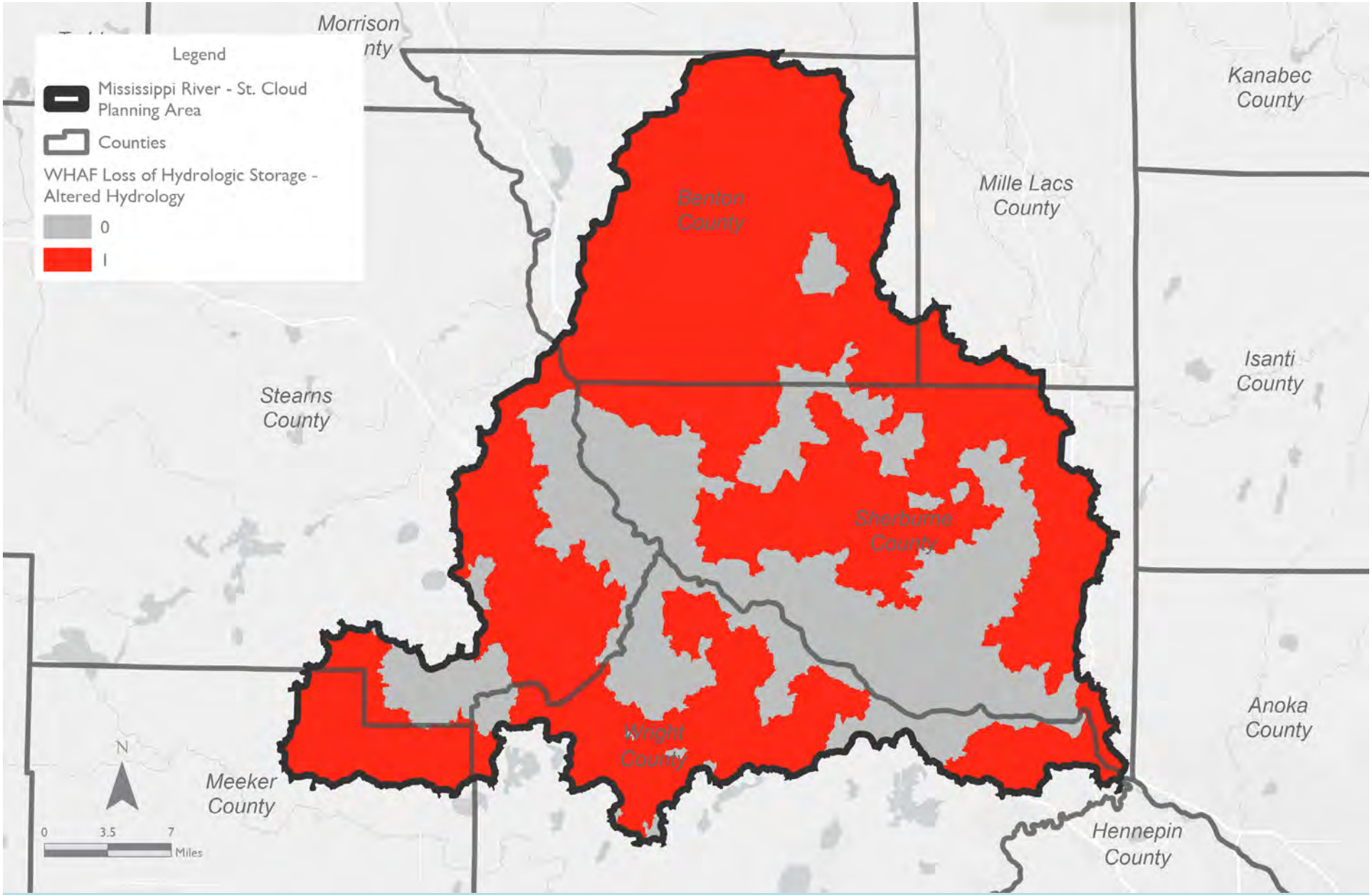


Figure F.14 WHAF Loss of Hydrologic Storage - Altered Hydrology

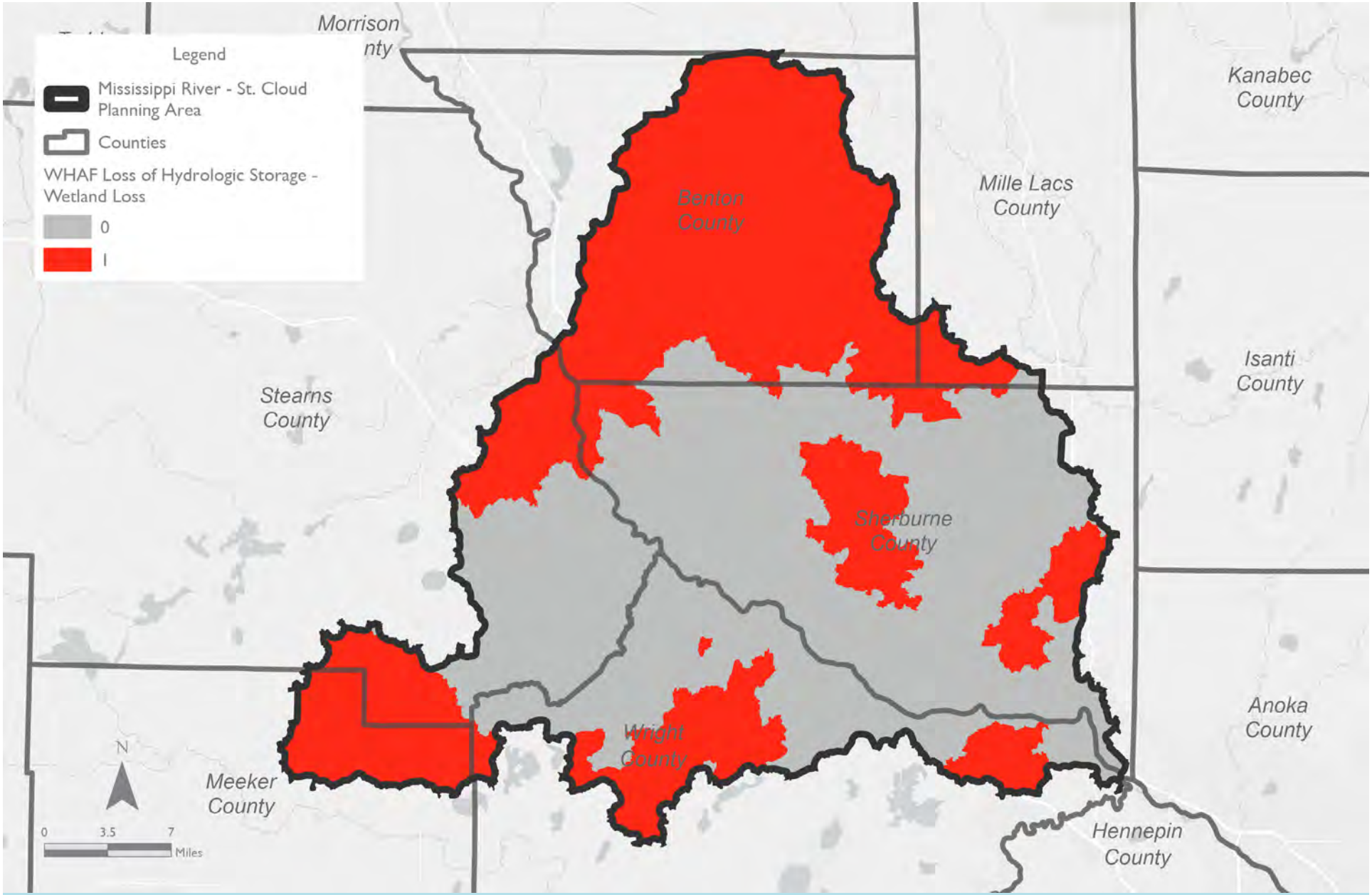


Figure F.15 WHAF Loss of Hydrologic Storage - Wetland Loss

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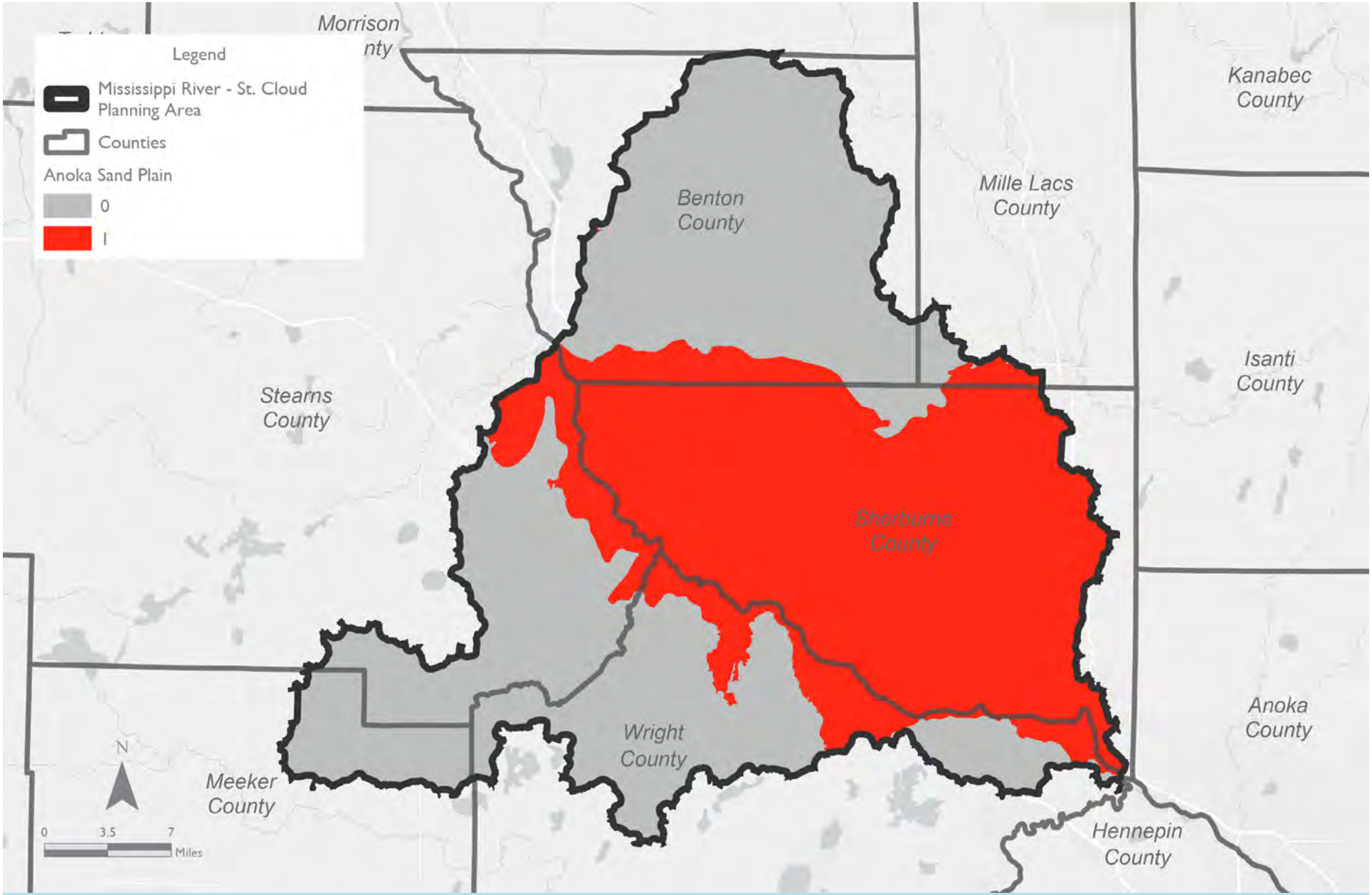


Figure F.16 Anoka Sand Plain

Appendix G:
BMP Categories and Cost Assumptions



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BMP Categories and Cost Assumptions

INTRODUCTION

The final draft BMP implementation tables included within the Plan document present implementation actions summarized by BMP category separated by management zone. The approach to group by BMP category was decided upon by the SC to reduce unnecessary details in the tables within the plan and make implementation more flexible. To develop the final draft BMP implementation tables, individual BMPs were evaluated by both the SC and TAC to identify appropriate levels of implementation efforts and pollutant reduction outcomes. The individual BMPs that were included within each category are outlined in Table G.1.

Table G.1 Implementation Actions by Category

Soil Health Practices	Units
Conservation Tillage	AC
Cover Crops	AC
Forage and Biomass Planting	AC
Nutrient Management Practices	AC
Pasture Management	AC
Perennial Cover	AC
Turf BMPs	AC
Agricultural BMPs (FT)	**Units**
Cattle Exclusion/Fencing	FT
Wind Breaks	FT
Diversion	FT
Livestock Pipeline	FT
Underground Outlet	FT
Agricultural BMPs (Acres)	**Units**
Filter Strips	AC
Grassed Waterways	AC
Irrigation Water Management	AC
Integrated Pest Management	AC

Table G.1 Implementation Actions by Category

Agricultural BMPs (EA)	Units
WASCOBs/Sediment Basins	EA
Alternative Tile Intakes	EA
Agri-Forest Practices	EA
Feedlot BMPs	EA
Grade Stabilization	EA
MDM Plans	EA
Nutrient Management Plans	EA
Storage	**Units**
Wetland Restorations	AC
Floodplain Reconnection	AC
Streams and Drainage Ditches (FT)	**Units**
Streambank and Shoreline Protection	FT
Stream Channel Stabilization	FT
Stream Restoration	FT
Streams and Drainage Ditches (EA)	**Units**
Water Control Structure	EA
Conservation Easements	EA

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Table G.1 Implementation Actions by Category

Habitat Restoration (Acres)	Units
Habitat Enhancement and Preservation	AC
Prairie Restoration	AC
Forest Stand Improvement	AC
Critical Area Planting (NRCS 342) - Tree planting, prairie planting, native plantings	AC
Habitat Restoration (EA)	**Units**
Conservation Easements	EA
Forest Management Plans	EA
Urban BMPs	**Units**
Structural Stormwater BMPs	EA
Stormwater Ponds	EA
Street Sweeping	EA
Stormwater Capital Improvements	EA
Groundwater and Wells	**Units**
Well Decommissioning and Sealing	EA
Septic System Improvement and Replacement	EA
Lake Management (EA)	**Units**
AIS Management - Curly Leaf Pondweed	EA
Alum Treatment (or similar practice)	EA
In-lake Habitat Restoration	EA
Carp Management	EA
Lake Management (FT)	**Units**
Lakeshore Restoration	FT

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Cost estimates included within the BMP implementation tables in the Plan are presented in 2023 values and will be updated to reflect current costs during the development of the biennial work plan. Unless otherwise noted, BMP implementation actions do not include technical assistance or education and outreach costs. Cost assumptions used to develop the cost estimates included in the plan are provided in the table below.

Table G.2 Cost Assumptions

Practice	Units Implemented	Cost per Unit Implemented	Cost Period	Acres Treated per Unit Implemented	Notes about Treatment Ratio
Nutrient Management Practices	Acre	$20	One Time	NA	Count of acres implemented
Cover Crops (EQIP 340)	Acres	$50	One Time	1	Treated acres are equal to implemented acres
Perennial Cover - Establishing perennial cover in priority areas identified in the plan. This includes areas adjacent to existing high-quality habitat areas, riparian areas, critical area plantings on Highly Erodible Land (HEL), etc.	Acres	$250	One Time	1	Treated acres are equal to implemented acres
Conservation Tillage - Includes both no till and strip till with high residue (EQIP 329)	Acres	$25	One Time	1	Treated acres are equal to implemented acres
Conservation Crop Rotation - Adding a third crop to rotation of corn and soybean (EQIP 328)	Acres	$50	One Time	1	Assumed same cost as cover crops
Pasture Management - Establish plan to manage impacts from pasture activities	Acre	$50	One Time	NA	Count of acres implemented
Turf Management	Acres	$2,000	One Time	1	
Forage and Biomass Planting	Acres	$300	One Time	1	
Water and sediment control basins (WASCOBs) and Terraces	Project	$20,000	One Time	10.8	Assume 10 acres of cropland treated per WASCOB

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Table G.2 Cost Assumptions

Practice	Units Implemented	Cost per Unit Implemented	Cost Period	Acres Treated per Unit Implemented	Notes about Treatment Ratio
Grassed Waterway	Acres	$140	One Time	8.3	Assume a grassed waterway is 50 feet wide and 300 feet long (15,000 square feet) that treats an area of 1,045,000 square feet (24 acres). Therefore, one linear foot of grassed waterway treats 0.08 acres. Cost assumption was $8 per linear foot, which equals $140 per acre Assume one linear foot of grassed waterway equals 50 square feet (0.0574 acres)
Filter Strips	Acre	$300	One Time	1	
Alternate Tile Intakes	Project	$5,200	One Time	44	Assume one project treats 44 acres
Nutrient Management Plans	Plan	$5,000	One Time	NA	Count of plans established
Cattle Exclusion Fencing	Linear Feet	$2	One Time	NA	Count of linear feet implemented
MDM Planning	Plan	$10,000	One Time	1	Count of plans established
Agri-Forest Practices	Project	$5,000	One Time	NA	Count of projects implemented
Wind Breaks	Linear Feet	$2.50	One Time	NA	Count of projects implemented
Feedlot BMPs	Project	$300,000	One Time	NA	Count of projects implemented
Wetland Restoration (EQIP 657) - Follow prioritization in plan to direct selection of primary wetland restoration function (storage, water quality, habitat).	Acres	$15,250	One Time	10.8	Assume 50 acres of existing cropland can be treated by 4.6 acres of wetland (one acre pool and 3.6 acres of buffer). Assume one project equals 4.6 acres

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Table G.2 Cost Assumptions

Practice	Units Implemented	Cost per Unit Implemented	Cost Period	Acres Treated per Unit Implemented	Notes about Treatment Ratio
Floodplain Reconnection	Linear Feet	$1,000	One Time	NA	Count of linear feet implemented
Streambank and Shoreline Protection	Linear Feet	$250	One Time	NA	Count of linear feet implemented
Water Control Structure	Project	$10,000	One Time	NA	Count of projects implemented
Stream Channel Stabilization	Linear Feet	$500	One Time	NA	Count of linear feet implemented
Stream Restorations - Applying nature-based engineering solutions to a comprehensive stream project includes these components: stabilize stream channels, reconnect incised channels to the floodplain, and increase habitat. Specific location and scope of practice will be determined following the completion of the feasibility studies.	Project	$500,000	One Time	NA	Assumes one project averages restoring 2,000 linear feet of stream channel
Lakeshore Restorations - Restoring lakeshore areas with nature-based engineering approaches and establishment of native vegetation and buffers. Specific location and scope of practice will be determined following the completion of the feasibility studies.	Linear Feet	$200	One Time	NA	Count of linear feet implemented
Grade Stabilization (riparian) - Grade stabilization structures adjacent to streams in the riparian corridor to stabilize gullies.	Project	$12,000	One Time	NA	Count of projects implemented
Habitat Enhancement and Preservation	Acres	$140	One Time	NA	Count of acres implemented
Conservation Easement	Project	$425,000	One Time	NA	Assume one easement is equal to 50 acres and a cost of $8,500 per acre
Forest Management Plans	Plan	$5,000	One Time	NA	Count of plans established
Critical Area Planting	Acre	$350	One Time	NA	Count of acres implemented. Assume a typical project equals five acres

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Table G.2 Cost Assumptions

Practice	Units Implemented	Cost per Unit Implemented	Cost Period	Acres Treated per Unit Implemented	Notes about Treatment Ratio
Prairie Restoration	Acre	$350	One Time	NA	Count of acres implemented
Forest Stand Improvement	Acre	$140	One Time	NA	Count of acres implemented
Structural Stormwater BMPs	Project	$75,000	One Time	24	Assume a typical rain garden has an implementation area of 0.2 acres and treats 5 acres
Stormwater Ponds	Project	$150,000	One Time	24	Assume a typical rain garden has an implementation area of 0.2 acres and treats 5 acres
Street Sweeping	Truck/ Equipment	$360,000	One Time	NA	
Permeable Pavers - Stormwater management to reduce impermeable surfaces.	Acres	$440,000	One Time	2	Assume two acres treated per one acre of implemented area
Well sealing	Wells	$2,700	One Time	NA	Count of private wells sealed
Septic system upgrades	Septic Systems	$20,000	One Time	NA	Count of septic systems upgraded
Irrigation Water Management	Acre	$100	One Time	NA	Count of acres implemented
Lake Vegetation Management - Treatment or removal of invasive and nuisance aquatic vegetation. Will only be pursued if feasibility studies identify as an effective approach.	Project	$20,000	One Time	NA	Count of projects implemented
Lake Alum Treatments - Reduces internal phosphorus loading. Will only be pursued if feasibility studies identify this as an effective approach.	Project	$500,000	One Time	NA	Count of projects implemented
In-Lake Habitat Restoration	Project	$40,000	One Time	NA	Count of projects implemented
Carp Management	Project	$75,000	3-Year Plan	NA	Count of projects implemented

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Table G.2 Cost Assumptions

Practice	Units Implemented	Cost per Unit Implemented	Cost Period	Acres Treated per Unit Implemented	Notes about Treatment Ratio
Diversion	Linear Feet	$10	One Time	NA	Count of linear feet implemented
Integrated Pest Management	Acre	$100	One Time	NA	Count of acres implemented
Livestock Pipeline	Linear Feet	$4	One Time	NA	Count of linear feet implemented
Underground Outlet	Linear Feet	$8	One Time	NA	Count of linear feet implemented



Appendix H:
Supporting Programs Cost Assumptions



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Supporting Programs Cost Assumptions

INTRODUCTION

The cost estimates in the supporting programs implementation tables are presented in 2023 values and will be updated to reflect current costs during the development of the biennial work plan. Assumptions that were made to develop the cost estimates for the supporting programs implementation tables are provided in Table H.1.

Table H.1 Supporting Programs Cost Assumptions

Action	Unit	Cost per Unit	Cost period	Supporting Program
Establish new and maintain existing long term water quality trend monitoring sites	Water Quality Monitoring Sites	$3,000	$3,000 per site per biennium, total 10 year costs assume that monitoring will occur each biennium	Data, Studies, Monitoring
Conduct E. coli source assessment studies on priority resources	Study/Report	$15,000	One Time	Data, Studies, Monitoring
Complete feasibility studies on priority resources	Study/Report	$20,000	One Time	Data, Studies, Monitoring
Score habitat conditions of aquatic and/or riparian areas of priority resources	Linear Feet Scored	$2	One Time	Data, Studies, Monitoring
Conduct surveys of farm fields to determine level of soil health practice implementation Develop protocol to assess soil health adoption in watershed	Study/Report	$7,500	One Time	Data, Studies, Monitoring
Provide support of monitoring and surveys of invasive species	Number of Lakes Supported	$20,000	One Time	Data, Studies, Monitoring
Conduct subwatershed assessments for priority resources	Study/Report	$15,000	One Time	Data, Studies, Monitoring
Conduct culvert inventories	Study/Report	$15,000	One Time	Data, Studies, Monitoring
Create multipurpose drainage plans for ditches related to priority resources	Study/Report	$25,000	One Time	Data, Studies, Monitoring

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Table H.1 Supporting Programs Cost Assumptions

Action	Unit	Cost per Unit	Cost period	Supporting Program
Complete hydraulic analysis modeling for flood prone areas	Study/Report	$25,000	One Time	Data, Studies, Monitoring
Complete hydrology and WQ benefits analysis for Kunkel WMA	Study/Report	$25,000	One Time	Data, Studies, Monitoring
Complete monitoring as prescribed within the Big, Mitchell, and Sugar Lakes Protection Plans	Water Quality Monitoring Sites	$1,500	$1,500 per site per biennium, total 10 year costs assume that monitoring will occur each biennium	Data, Studies, Monitoring
Implement Monitoring Sugar Lake Protection Plan	Plan Implementation	$2,000	One Time	Data, Studies, Monitoring
Update Northeast Sediment Reduction Plan to prioritize next round of projects	Plan	$7,500	One Time	Data, Studies, Monitoring
Establish guidance documents for monitoring and education of water quality metrics with public health concerns	One Set of Guidance Documents	$7,500	One Time	Data, Studies, Monitoring
Expand existing efforts to establish watershed-wide groundwater quality monitoring program for private wells	Establish Program	$150,000	One Time	Data, Studies, Monitoring





MRSC WATERSHED

Comment Number	Commenter	Page Number	Section	Comment	Response
1	*BWSR*	*53*	Climate	Extreme weather/Climate resiliency should be discussed/included in the narrative. You have goals or issue statements that were created or developed with extreme weather/climate resiliency in mind(storage/erosion/etc).	Added the following narrative after paragraph 1 on page 53: This increasing precipitation trend is expected to continue, which will result in added stresses to the water resources in the Watershed, "making attention to annual weather and long-term climate patterns critical to adequately address extreme weather. By allocating attention and
2	*BWSR*	*85*		Goal 3 – is there an assumption as to the average volume reductions associated with the 96 BMPs, and is that separate from the 5,200 acre-feet indicated in Goal 1?	Goal 1 is a watershed wide target of reducing runoff from the landscape by all BMPs considered, while Goal 3 is specific to urban BMPs focused on stormwater implementation. No change made to
3	*BWSR*		*Measurable Goals*	It is great that the targeting criteria is mentioned for each priority issue - can you somehow reference the multiple benefits analysis/tie it to the section where the targeting is discussed? This will assist in plan readability by the general public.	Following the targeting criteria on each priority issue in chapter 3 (with the exception of internal loading), referenced the location of the mulitple benefit analysis information and corresponding maps in chapter 4.
4	*BWSR*	*86*		Which 11 waterbodies? Targeting included but no additional info. Would they overlap w/goal 2 waterbodies? How do these two goals interact?	Added the following narrative as a footnote under goal 1: "The 11 waterbodies may include some or all of the following: Indian Lake, Fish
5	*BWSR*	95	Measurable Goals	Some explanation of why targeting criteria/layers was chosen would be beneficial. Specifically for map layers included in the MBA. Plan readability for the general public.	Criteria and layers were identified by the SC and TAC during review of the issue framework. Layers were selected that best represent critical areas to target for restoration and protection strategies that addressed the priority issues. Areas identified for restoration focused on potential impacts of sources and stressors, whereas areas of higher quality and higher ecological function were selected to identify areas suitable for protection. Narrative was added to the "Multiple Benefits Analysis" section on pages 103 - 104 of the 60-day review draft to provide clarity on this process.
6	*BWSR*	102		Cost Estimating – calling out WBIF specifically may be problematic here…As you know, WBIF will not be your only source of funding for carrying out the plan.	Added language to the Cost Estimating paragraph on page 102 to clarify that WBIF will not be the only source of funding for technical
7	*BWSR*	102	Targeting	It's understood that the partnership will use a variety of targeting tools to get to the field scale depending on the situation. However, it is unclear which tools	Added a row to Watershed Wide Data, Studies, and Monitoring table "Utilitizing targeting tools to target within select HUC12
8	*BWSR*	103	Multiple Benefits Analysis	As we have discussed during plan development, timing of addressing priority resources is a critical factor with targeting. Please clearly distinguish in the plan between high priority and priority areas as it relates to timing of focused outreach efforts and implementation and the use of the multiple benefits analysis. How do partners know where to work first?	Added the following narrative to page 103: "Using a combination of the targeting efforts described above and the multiple benefit analysis, the Partners will focus on implementation in High Priority areas first. Priority areas will be considered when key project components align with Plan goals, and efforts in High Priority areas have hit a roadblock or are still in progress. Opportunity areas may be considered in unique situations where implementation efforts in High Priority and Priority areas have been unsuccessful, or when the Opportunity area project

Comment Number	Commenter	Page Number	Section	Comment	Response
9	*BWSR*		Implementation Schedule	It would be appropriate to include maps of all the data layers involved with the MBA within the appendix. (Useful for 5 year assessment/evaluation)	Individual maps for each of the MBA layers will be made and added to Appendix F of the plan document.
10	*BWSR*		Implementation Schedule	Users of the plan may follow better if the planning region map preceded the implementation schedule for each planning region.	Agreed, thank you for pointing this out! We've added the planning region map for each region prior to the implementation tables for that region.
11	*BWSR*		Implementation Tables	How do the Timeline Priority "exclamation points" in tables/timeline relate to working in high priority and priority areas? Do they relate to a level of effort?	Updated the narrative on page 115 under Timeframe (changed to Timeline to match tables), "The timeline indicates the relative level of
12	*BWSR*	179	Land use Management controls	The first two land use management controls recommendations don't indicate opportunities to actually strengthen land use controls for environmental protection. See next comment:	Removed "Implementation of restored wetlands in targeted areas and Restoring native habitat in floodplain areas" from the recommendations for Land Use Management Controls on page 179. Changed the last sentence of the preceeding paragraph to: "An
13	*BWSR*	179	Land use Management controls	How can this CWMP be more easily utilized by local zoning authorities to make more informed land use decisions (i.e.. CUP's/IUP's/Variances/zoning) based on local Comprehensive Land Use Plans? Add language to the plan now to accomplish this. In addition, consider adding an action to work on improving the connection between land use and watershed management plans.	Added the following narrative to page 179: "The Partners also have a watershed-wide Data, Studies, and Monitoring table row dedicated to coordinating with zoning staff regarding various land use management controls. Additionally, the Partners recommend that county and city comprehensive plan updates incorporate comprehensive watershed management plans within their jurisdiction by reference or through the adoption of specific goals from the comprehensive watershed management plans."

Comment Number	Commenter	Page Number	Section	Comment	Response
14	*BWSR*	186	5.6	It does not appear that plan content requirements for describing current monitoring programs has been met (see item F. 5a of the 1W1P plan content requirements) . It is also unclear if current and future baseline monitoring provides the ability to assess trends in the priority resources(See F. 5b). Please describe this in the plan and identify any monitoring gaps. If monitoring does not cover the priority waters, explain why.	Added the following narrative to page 186, "Data collected will also be used to evaluate progress towards water quality goals by tracking long-term water quality trends, particularly at the five year plan evaluation. The MPCA WPLMN program has three monitoring sites located within the Watershed and data from these sites, as well as others, may be used to improve model calibration in addition to tracking short and long term water quality trends. Monitoring conducted by the Clearwater River Watershed District captures portions of Stearns and Wright Counties and as of 2024 includes 13 lake sites and 10 stream sites. Parameters captured include total phosphorus, orthophosphorus, total suspended solids, and
15	*BWSR*	196	6.2	The terminology used in the paragraph and flow chart is confusing. Please distinguish between biennial plan, work plan, and grant workplan.	Added clarification to graphic and narrative indicating that the Partners will be developing a biennial work plan that will be used to develop the biennial funding request. The Partners will review the biennial work plan on an annual basis and refine as needed.
16	*BWSR*	196	6.2	Consider adding language to address the partnership's grant workplan creation/review process and submittal to BWSR.	Updated narrative on page 196 to read: "These approved biennial work plans will be used to develop the biennial funding requests to BWSR.
17	*BWSR*	197	Plan Amendments	The plan should describe an amendment process that BWSR will determine. Consider eliminating the paragraph starting with “any proposed amendment...” and replace it with something like “if the Board determines that an amendment should proceed, the MRSCWP will follow the BWSR process for state approval of the plan amendment.”	Updated as requested.
18	*BWSR*	197	Plan Amendments	Stating revision requests that will not warrant an amendment process may be problematic - specifically the last two bullet points. It sounds like the partnership can make plan amendments on their own. We would recommend that discussions around the plan should be routed to BWSR first before the partnership makes any decisions on their own. An unapproved amendment could create serious challenges for grant reconciliation. These two bullet points	Removed the sentence about not warranting plan amendments, along with the corresponding bullet points to eliminate potential for confusion regarding amendments.

Comment Number	Commenter	Page Number	Section	Comment	Response
19	*BWSR*	197	Plan Amendments	First sentence: 10 years starts after BWSR Board approval(state approval) - not after locally adopted.	Removed "and local adoption" from the first sentence on page 197.
20	*BWSR*	198	Five Year Evaluation	Under this section, please list likely items the partnership will commit to evaluate at the 5 year evaluation, particularly issues with insufficient data during plan development that address priority issues and resources, such as but not limited to eColi data and strategies, water storage/altered hydrology strategies, identification of CIPs, refining targeting approaches, staffing/technical assistance and engineering bottlenecks, coordination of projects with drainage and road authorities, and the social science of conservation to understand the barriers to voluntary conservation, to name a few.	Added the following narrative under Five Year Evaluation on page 198, "Topics the Partners will evalute during the five year evaluation process include but are not limited to E.*coli* data and strategies, water storage/altered hydrology strategies, CIP identification, refining targeting approaches, staffing/technical assistance and engineering bottlenecks, coordination of projects with drainage and road authorities, and the social science of conservation, particularly understanding the barriers to voluntary conservation."

Comment Number	Commenter	Page Number	Section	Comment	Response
21	BWSR	198	Partnership Assessment	These types of assessments will take some staff/consultant time to complete. Are these performance assessments built in to the plan/implementation budget?	The Steering Committee discussed the various assessment types and concluded that the current funding allocations within the Plan are sufficient. Added the following narrative to page 198 under Partnership Assessment: "Partnership Assessment efforts will use the information from the Tracking and Accomplishment Assessments as a starting point and will expand from the detailed implementation action and cost assessments to the broader assessments of overall performance with implementation and progress towards Plan goals."
22	*BWSR*	199	Funding	WBIF should not be included as a line item. If you want to roll it into the “state” line, that would be more appropriate– but unless you are planning to call out	Merged WBIF into the State row in Table 6.1 and updated dollar amount to reflect that change.
23	*BWSR*	199	Funding	Please add brief descriptions in the narrative as to what is included in the state and local funding source amounts.	Added the following descriptions to Table 6.1: "State: Conservation Delivery, SWCD Aid, BWSR, MAWQCP, etc." and "Local: County
24	*BWSR*		General Comment	Is there a budget/cost estimate included in the plan to begin pursuing noted CIPs?	Known cost estimates for CIPs are included in the implementation tables, as well as the funding table (Table 6.2) on page 199.The footnote on page 199 identifies the rows within the implementation
25	*BWSR*		General Comment	We understand that soil health is a large component and priority of the plan. Wind erosion is a significant resource concern within the watershed(HEL layer was used to prioritize work areas). Consider adding language to the plan that will address wind erosion. Remember, this is a CWMP and not including wind erosion within the plan may inhibit partners from obtaining funding from other grant sources.	Added the following narrative to page 94, Landscape Resiliency issue: "The Watershed varies in topography and soil types, creating circumstances where water erosion is prominent in areas with high topographic relief and wind erosion a challenge for vast areas of flat, open landscapes. Improving soil health and structure is an important technique to reduce both wind and water erosion." Added the following narrative on the bottom of page 95 under the HEL targeting critiera: "The inclusion of wind and water HEL is intended provide flexibility for the Partners to pursue funding to address wind erosion concerns, in addition to water erosion concerns, as needed".
26	*BWSR*		General Comment	Please ensure the priority areas going to be available digitally (GIS or other) for the partnership to use during implementation to ensure projects are within prioritized areas.	Yes, the GIS data for priority areas will be provided to the partnership as a part of the final project deliverable. No changes made to plan content.

Comment Number	Commenter	Page Number	Section	Comment	Response
27	Wright SWCD	131, 151		The City of Monticello is currently reviewing and evaluating streambank erosion within. These projects were included in our original outputs. However, since the city could adopt the plan and apply for competitive grants themselves, we suggest adding the City of Monticello as an additional lead LGU for these projects in both the Otsego Creek (page 151) and Silver Creek-Otter Creek (page 131) management zones. Additionally, the location for these projects should be updated to specify the Mississippi River in both management zones. The Silver Creek-Otter Creek should also list Otter Creek as a location (page 131). Priority implementation areas should remain as locations for both management zones.	Added City of Monticello as a Supporting Entity for the streambank projects within the Otsego Creek and Silver Creek-Otter Creek management zones since only entities committed to adopting the Plan should be listed as Lead Entities. If the City has indicated that they intend to adopt the Plan, this can be updated. All other changes were incorporated as requested.
28	Wright SWCD	118, 171		An additional capital improvement project came to our attention from the Minnesota DNR. This project is different than others listed as examples. We suggest adding “Dam removal” to the list of capital improvement examples on page 171, section 5.2. Additionally, we suggest adding a section to Clearwater River Implementation Schedule on page 118. This section would be streams	Added this information to page 118, ID CWR-07.
29	MN DNR		Outreach	The plan addresses many of our stated priorities, particularly in the “Surface Water” and “Habitat and Natural Resources” sections. While the plan effectively targets public outreach and education regarding its implementation, we believe there may be an opportunity to further enhance it by addressing recreational opportunities. Increased public access to natural resources can foster greater public support and stewardship. We encourage the inclusion of additional strategies or language to promote recreational activities, as outlined in our priority letter found in the appendix of the plan.	Added the following narrative to page 92, Habitat and Natural Resources: "The Partners will work with local parks departments; state partners, such as the DNR; and federal partners such as USFWS, to acquire additional easements that protects habitat, as well as partnering on efforts to encourage sustainable use practices within parks and natural areas in the Watershed and to restore resources enhancing recreational benefits." and on page 175 under Community Engagement added the following bullet point, "Promote outdoor recreation in the Watershed's natural resources".

Comment Number	Commenter	Page Number	Section	Comment	Response
30	Sherburne SWCD	78	3	Table 3.2: Lake Julia has a 2015 TMDL with a long-term TMDL TP reduction estimate, can this be added to Table 3.2?	Added 2015 TMDL, 37.65 lbs per year to Table 3.2 under the Long-Term TMDL TP Reduction Pounds per Year column.
31	Sherburne SWCD	85	SW Issue 2, Goal 1	Appreciate the addition of language in Appendix D that describes how water storage was calculated. Is it possible to produce a list of all practices that SAM derived water storage amounts from? The partnership needs to develop a way to track storage in order to meet this goal so needs to be aware of what practices we need to compute this metric for. SAM might be the best way to calculate our storage totals, but if other calculators are used we need to make sure we are calculating storage for all applicable practice types.	SAM BMP reduction efficiencies, which includes flow reductions, was added to the end of the Isssue Framework Document in Appendiz D for use during implementation. It is recommended that site designs for any given water storage BMP be used to track actual storage amounts versus SAM values during implementation. However, accounting for flow reductions for it is understood that if there are descprencies the SAM values provided by ISG can be referenced.
32	Sherburne County	23	Stormwater BMPs	What are "96 stormwater BMPs". This term shows up twice in the document and it is not clear what this is referencing.	Clarity will be added to this narrative to state that this is a count of the "Urban BMPs" from the implementation tables.
33	Sherburne County	37		Please explain why the ownership of the watershed is considered unique.	The distribution of ownership being 2.6% federal land, 2.8% state land, and 94.6% locally owned makes the watershed unique. Removed unique as a description to avoid confusion.
34	Sherburne County	40	MS4s	Sherburne County is a designated MS4. It is unclear how future MS4s were identified. Please clarify where the information is coming from.	MPCA has an internal list of MS4s that exceeded or have approached the 5,000 population threshold in the latest Decennial Census

Comment Number	Commenter	Page Number	Section	Comment	Response
35	Sherburne County	40	MS4s	Please add Haven Township as an MS4. Portions of the township are currently classified as an MS4.	Per MPCA, Haven Township is not currently a regulated MS4, so this change was not made.
36	Sherburne County	40	MS4s	Figure 1.4 should include a timeframe for anticipated change.	The MPCA MS4 program staff coordinate directly with the future MS4s, and will be sending them a letter by the end of 2024. A webinar will also be provided that will explain the process to follow for future MS4s to reply to those letters. Future MS4s that confirm they have conveyance system in regulated areas or discharges to impaired waters will be formally brought into the program with the issuance of the next MS4 General Permit (anticipated to be issued in November of 2025). General language was added to page 40 regarding this process.
37	Sherburne County	40	MS4s	Should "Baldwin Township" be changed to "Future City of Baldwin"	Changed Baldwin Township to Future City of Baldwin.
38	Sherburne County	45		Why is Rusty Crayfish featured? It is an invasive species.	Removed Rusty Crayfish image, this was an error.
39	Sherburne County	50		Curious about rationale behind using EPA ecoregion classification vs the DNR's ecological classification system? The EPA's version was completed at the national scale vs more local. The DNR's appears to have more accurate boundaries, is more accurate and more familiar for local ecologists. "Ecoregions were digitized at 1:250,000 scale and are intented for large geographic extents (i.e. states,	Updated Figure 1.8 to use DNR's ecological classification system and updated narrative to match.

Comment Number	Commenter	Page Number	Section	Comment	Response
40	Sherburne County	57		References DNR's ecological classification system. In Table 1.12 "Protected Species by County" the categories are unclear if both federally and state endangered species and threatened species were reviewed as it only states/defines END as federal, whereas, the state has endangered species categories as well.	This was a mistake on our end, all information reviewed was based on state law. Updated END to state.
41	Sherburne County	92		Please explain the methodology used for the habitat part. If a "1" was assigned for part of the Wildlife Action Network and a "0" if it is not. Presumably the higher priority areas need less protection than the areas that have less of the existing habitat/wildlife areas?	The methodology is based on building, expanding, and protecting corridors, so the subwatersheds with more Wildife Action Network areas (WAN) will be prioritized due to greater opportunity being available. Additionally, enhancements and active management of habitats are considered forms of protecting, so activities to manage the threat of invasives and similar activities would also be directed to areas with existing habitat corridors. These areas would also be candidates for zoning language changes to protect existing resources. Addition of text to address comment #5 also addresses adding clarity to Plan narritive for this comment.
42	Sherburne County	111		Explain why the area between Rush Lake and Elk Lake are listed as opportunity vs high priority.	The small area between Rush Lake and Elk Lake had between 3 - 5 MBA layers overlapping this area. Specifically, this included the "Anoka Sand Plain", "Pollution Sensitivity", "Township Nitrate Results", a small fraction of "Wildlife Action Network", "Landscape Stewardship Plan",
43	Sherburne County	159		Table 4.20 Data, Studies, and Monitoring: St Francis River - SFR-15 may want to list Baldwin City as they oversee the Shoreland rules for the majority of Little Elk Lake.	Added City of Baldwin as a supporting entity.
44	Sherburne County	170	Fee Discounts	Fee Discounts - in theory this is a good idea, however, the Planning and Zoning Department is dependent on fees collected to support the office and provide staff to permit and monitor projects. The Planning and Zoning Department is a	To our knowledge, there are not grant programs availabe to offset this policy. Added the following narrative to the end of the existing narrative under Fee Discounts: "An existing example of fee discounts

Comment Number	Commenter	Page Number	Section	Comment	Response
45	Sherburne County	181	Shoreland Management	Should Baldwin City be listed as having shoreland authority. At a minimum there should be a stateemnt added that other entities may have shoreland authority, aside from counties.	Added the following sentence, "Some cities within the Watershed also have shoreland management ordinances". Since cities are not individually listed throughout the rest of this section, and the goal is to highlight entities within the Partnership, we kept the reference here more general.
46	Sherburne County	199		There is a large deficit between funding and cost of implementation of this plan. A statement should be made that if adequate funding is not obtained through grants the ability for the entities to meet goals may be severly impacted.	Added the following narrative to the bottom of the second paragraph on page 198, "Plan implementation and achievment of Plan goals may be impacted by the amount of funding the Partners are able to obtain through state and federal grants and local contributions."
47	ISG - Paul	116	Implementation Tables	Review internal IT spreadsheet for all formulas that aggregate efforts and reductions for errors and to be consistent with pdf report	Will be completed following SC meeting and approval of any changes.
48	ISG	93		Add Wildlife Action Network to map.	Added the Wildlife Action Network to the map on page 93 (Figure 3.4).

Comment Number	Commenter	Page Number	Section	Comment	Response
49	ISG	120	Supporting Programs Tables	Remove exclamation point descriptions	Removed exclamation point priority descriptions from supporting programs tables where this system was not used.

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Brian Lutes

Requestor Title
County Attorney

Department (please use dropdown to select department) *
ATTORNEY

Target Meeting Date *
11/19/2024 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
( ) Consent Agenda (•) Timed Agenda
( ) Item for Consideration

Time Required:
5

Originator
AMJ7346

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Approve Request for Chairperson and Interim County Administrator to Sign an Approval and Oath for Kyle E. Day, Assistant County Attorney

Introduction of Kyle E. Day, Assistant County Attorney, to the Board

Short Title (what will appear on Agenda outline - 250 character max.) *
Approval of Appointment and Oath for Kyle E. Day

Introduction of Kyle E. Day, Assistant County Attorney, to the Board

Value Stream the request primarily aligns with:

Briefly describe how the request aligns with the selected value stream.

Describe the impact on staffing resources.

Fiscal Impact:

Background/Justification:

Route for Review and Approval

- [ ] County Administrator
- [x] Assistant County Administrator
- [ ] Finance Review
- [ ] Legal Review
- [ ] Risk Mgmt Review
- [ ] Skip Workflow

Agenda Item Attachments (1)

Document Name	Attachment Type
Certificate of Appointment - K Day.doc	Attachment

- [ ] Hide RFBA Review

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision
Approved

Notes

CERTIFICATE OF APPOINTMENT

I, Brian A. Lutes, duly elected and qualified County Attorney for the County of Wright, State of Minnesota, do hereby certify that by virtue of the power and authority conferred to me by the Statute in such case made and provided, have appointed and do appoint, Kyle E. Day, Assistant County Attorney for the County of Wright, State of Minnesota, for the duration of my term of office, or until such appointment shall be revoked by me, whichever shall come first.

Dated this 19th day of November 2024

_____
Brian A. Lutes

OATH OF OFFICE

I, Kyle E. Day, do solemnly swear that I will support the Constitution of the United States, the Constitution of the State of Minnesota, and that I will faithfully and impartially discharge the duties of the Office of Assistant County Attorney for the County of Wright, State of Minnesota, to the best of my judgment and ability, so help me God.

_____
Kyle E. Day

Subscribed and sworn to
before me this 19th day
of November 2024

_____
Notary Public

APPROVAL OF APPOINTMENT AND OATH

The within Appointment and Oath is hereby approved by the Board of Commissioners of the County of Wright, Minnesota, this 19th day of November 2024.

_____
Chairperson

ATTEST: _____
Interim County Administrator

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Jami Goodrum

Requestor Title
Department Head

Department (please use dropdown to select department) *
HEALTH & HUMAN SERVICES

Target Meeting Date *
11/19/2024 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
( ) Consent Agenda (•) Timed Agenda
( ) Item for Consideration

Time Required:
2 Minutes

Originator
NMB7429

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Request to Schedule a Public Hearing for Ordinance No. 24-8: Regulating the Retail Sale of Cannabis and Lower-Potency Hemp Edibles within the County of Wright, Minnesota. Suggested Date for Scheduling, 1:00 PM, Tuesday December 3rd.

Short Title (what will appear on Agenda outline - 250 character max.) *
Request the Board to Schedule Public Hearing for Ordinance No. 24-8: Regulating the Retail Sale of Cannabis and Lower-Potency Hemp Edibles within the County of Wright, Minnesota. Suggested Date for Scheduling, December 3rd, 2024 at 1:00 PM

Value Stream the request primarily aligns with:
Shepherd Economic Growth

Briefly describe how the request aligns with the selected value stream.
Registration of the cannabis and lower-potency hemp edibles retailers will pay registration fee to support county compliance efforts and allow for proper mapping of registered establishments.

Describe the impact on staffing resources.
Staff will work to plot on GIS maps and be responsible for annual compliance checks and renewal paperwork.

Fiscal Impact:
Wright County Health &Human services will collect registration fees for all licensed to help support staff time and compliance efforts.

Background/Justification:
A public hearing needs to allow period of public comment to share feedback, concerns, questions regarding the ordinance: Regulating the Retail Sale of Cannabis and Lower-Potency Hemp Edibles. Public comments will be handled by Public Health.

Route for Review and Approval

- [ ] County Administrator
- [x] Assistant County Administrator
- [ ] Finance Review
- [ ] Legal Review
- [ ] Risk Mgmt Review
- [ ] Skip Workflow

Agenda Item Attachments (0)

Document Name	Attachment Type

- [ ] Hide RFBA Review

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision
Approved

Notes

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Chad Hausmann

Requestor Title
Highway Engineer

Department (please use dropdown to select department) *
HIGHWAY

Target Meeting Date *
11/19/2024 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(●) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
( ) Consent Agenda (●) Timed Agenda
( ) Item for Consideration

Time Required:
3

Originator
SCB7391

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Approve Minnesota Department of Transportation (MnDOT) Cooperative Construction Agreement 1057600 and Adopt Corresponding Resolution.

Short Title (what will appear on Agenda outline - 250 character max.) *
Approve MnDOT Cooperative Construction Agreement 1057600 and corresponding resolution.

Value Stream the request primarily aligns with:
Develop County Infrastructure

Briefly describe how the request aligns with the selected value stream.
The agreement outlines the scope of work, deliverables and county cost share to construct infrastructure improvements.

Describe the impact on staffing resources.
Staff time to administer the contract.

Fiscal Impact:
$137,567.49 (Municipal State Aid)

Background/Justification:
This agreement provides for MnDOT to invoice the County for the County's share of the costs of the lighting and traffic control signal system construction along Trunk Highway 12 in the City of Montrose under SAP 086-612-025 (State Project 8601-62).

A copy of the resolution authorizing Wright County to enter into MnDOT Agreement No. 1057600 and a copy of the agreement are attached.

Route for Review and Approval

- [ ] County Administrator
- [x] Assistant County Administrator
- [ ] Finance Review
- [ ] Legal Review
- [ ] Risk Mgmt Review
- [ ] Skip Workflow

Agenda Item Attachments (2)

Document Name	Attachment Type
11.19.2024.1057600 AGR TH 12 Montrose.pdf	Attachment
Highway Resolution Flat.pdf	Attachment

- [ ] Hide RFBA Review

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision
Approved

Notes
Moved to agenda

MnDOT Contract: **1057600**

STATE OF MINNESOTA
DEPARTMENT OF TRANSPORTATION
AND
CITY OF MONTROSE
AND
WRIGHT COUNTY
COOPERATIVE CONSTRUCTION
AGREEMENT

State Project Number:	**8601-62**
Trunk Highway Number:	**12=010**
State Aid Project Number:	**086-612-025**
Federal Project Number:	**NHPP 0012(324)**
Lighting System Feed Points:	**C, D**
Signal System ID:	**20937612**

City Estimated Amount Receivable
$304,726.86

County Estimated Amount Receivable
$137,567.49

This Agreement is between the State of Minnesota, acting through its Commissioner of Transportation ("State"), the City of Montrose, acting through its City Council ("City"), and Wright County, acting through its Board of Commissioners ("County").

Recitals

1. The State will perform grading, bituminous mill and overlay, ADA improvements, lighting, and signal system construction and other associated construction upon, along, and adjacent to Trunk Highway (TH) 12 from 13th Avenue in the City of Howard Lake to 0.1 miles east of Zephyr Avenue in the City of Montrose, according to State-prepared plans, specifications, and special provisions designated by the County as State Aid Project (SAP) 086-612-025 and by the City and the State as State Project (SP) 8601-62 (TH 12=010) ("Project"); and
2. The City has requested the State include in its Project pedestrian crosswalk flasher system, lighting, and utility adjustment construction, and the City will participate in the costs of the pedestrian crosswalk flasher system, lighting, and utility adjustment construction and associated construction engineering; and
3. The County has requested the State include in its Project lighting construction, and the County will participate in the costs of the lighting and traffic control signal system construction and associated construction engineering; and
4. Agreement 1057039 between the State and BNSF Railway will address railroad flagging, Agreement 1057538 between the State and the City of Howard Lake will address City of Howard Lake project cost and maintenance responsibilities, and Agreement 1057540 between the State and the City of Waverly will address City of Waverly project cost and maintenance responsibilities; and
5. Minnesota Statutes § 161.20, subdivision 2 authorizes the Commissioner of Transportation to make arrangements with and cooperate with any governmental authority for the purposes of constructing, maintaining, and improving the trunk highway system.

Agreement

1. Term of Agreement; Survival of Terms; Plans; Incorporation of Exhibits

1.1. ***Effective Date.*** This Agreement will be effective on the date the State obtains all signatures required by Minnesota Statutes § 16C.05, subdivision 2.

1.2. ***Expiration Date.*** This Agreement will expire when all obligations have been satisfactorily fulfilled.

1.3. ***Survival of Terms.*** All clauses which impose obligations continuing in their nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this Agreement, including, without limitation, the following clauses: 3. Maintenance by the City; 4. Maintenance by the County; 6. Pedestrian Crosswalk Flasher Systems Power, Ownership, Operation, Maintenance, and Compliance; 13. Liability; Worker Compensation Claims; 15. State Audits; 16. Government Data Practices; 17. Governing Law; Jurisdiction; Venue; and 19. Force Majeure. The terms and conditions set forth in Article 5. Signal System and EVP System Operation and Maintenance will survive the expiration of this Agreement but may be terminated by another Agreement between the parties.

1.4. ***Plans, Specifications, and Special Provisions.*** Plans, specifications, and special provisions designated by the County as State Aid Project (SAP) 086-612-025 and by the City and the State as State Project (SP) 8601-62 (TH 12=010) are on file in the office of the Commissioner of Transportation at Saint Paul, Minnesota, and incorporated into this Agreement by reference ("Project Plans").

1.5. ***Exhibits.*** The Preliminary Schedule "I" is on file in the office of the City Administrator, in the office of the County Engineer, and attached and incorporated into this Agreement.

2. Construction by the State

2.1. ***Contract Award.*** The State will advertise for bids and award a construction contract to the lowest responsible bidder according to the Project Plans.

2.2. ***Direction, Supervision, and Inspection of Construction***

A. ***Supervision and Inspection by the State.*** The State will direct and supervise all construction activities performed under the construction contract and perform all construction engineering and inspection functions in connection with the contract construction. All contract construction will be performed according to the Project Plans.

B. ***Inspection by the City and the County.*** The City and County participation construction covered under this Agreement will be open to inspection by the City and the County. If the City or the County believes the City or County participation construction covered under this Agreement has not been properly performed or that the construction is defective, the City or the County will inform the State District Engineer's authorized representative in writing of those defects. Any recommendations made by the City or the County are not binding on the State. The State will have the exclusive right to determine whether the State's contractor has satisfactorily performed the City and County participation construction covered under this Agreement.

2.3. ***Plan Changes, Additional Construction, Etc.***

A. The State will make changes in the Project Plans and contract construction, which may include the City and the County participation construction covered under this Agreement, and will enter into any necessary addenda and change orders with the State's contractor that are necessary to cause the contract construction to be performed and completed in a satisfactory manner. The State District Engineer's authorized representative will inform the appropriate City and County officials of any proposed addenda and change orders to the construction contract that will affect the City and County participation construction covered under this Agreement.

B. The City or the County may request additional work or changes to the work in the plans as part of the construction contract. Such request will be made by an exchange of letter(s) with the State. If the State determines that the requested additional work or plan changes are necessary or desirable and can be

accommodated without undue disruption to the Project, the State will cause the additional work or plan changes to be made.

2.4. ***Satisfactory Completion of Contract.*** The State will perform all other acts and functions necessary to cause the construction contract to be completed in a satisfactory manner.

2.5. ***Permits***

A. ***Limited Use Permit.*** The City has obtained Limited Use Permit 8601-0008 to cover the City's liability responsibilities for the shared use path to be constructed upon the State Right-of-Way.

2.6. ***Utility Adjustments.*** Adjustments to certain City-owned facilities, including but not limited to, valve boxes and frame and ring castings, may be performed by the State's contractor under the construction contract. The City will furnish the contractor with new units and/or parts for those in place City-owned facilities when replacements are required and not covered by a contract pay item, without cost or expense to the State or the contractor, except for replacement of units and/or parts broken or damaged by the contractor.

3. Maintenance by the City

Upon completion of the Project, the City will provide the following without cost or expense to the State:

3.1. ***Storm Sewers.*** Routine maintenance of any storm sewer facilities construction within the City limits. Routine maintenance includes, but is not limited to, removal of sediment, debris, vegetation and ice from grates and catch basins, and any other maintenance activities necessary to preserve the facilities and to prevent conditions such as flooding, erosion, or sedimentation, this also includes informing the District Maintenance Engineer of any needed repairs.

3.2. ***Municipal Utilities.*** Maintenance of any municipal-owned utilities construction within the City limits, without cost or expense to the State.

3.3. ***Sidewalks.*** Maintenance of any sidewalk construction within the City limits, including stamped and colored concrete sidewalk (if any) and pedestrian ramps. Maintenance includes, but is not limited to, snow, ice and debris removal, patching, crack repair, panel replacement, TH 12 and cross-street pedestrian crosswalk markings, vegetation control of boulevards (if any), and any other maintenance activities necessary to perpetuate the sidewalks in a safe, useable, and aesthetically acceptable condition. If the State determines the crosswalk markings or other said maintenance activities are not being performed according to City and State standards, the State will perform any maintenance deemed necessary and will bill the City.

3.4. ***Shared Use Path***

A. The City will own and provide maintenance of the shared use path/nonmotorized recreational trail on TH 12 Right-of-Way within the City limits as described in Limited Use Permit 8601-0008 until the expiration of the permit on May 31, 2029.

B. Upon expiration of Limited Use Permit 8601-0008, the State will own the shared use path and the City will provide routine and minor maintenance of the path. Routine and minor maintenance may include, but are not limited to, snow and ice control/removal, sweeping and debris removal, patching, crack repair, replacement of failing section(s) of pavement, vegetation control, signing, pavement markings, and any other maintenance activities necessary to perpetuate the shared use path in a safe, usable, and aesthetically acceptable condition as determined by the State's District Maintenance Engineer and all applicable laws including, but not limited to, the Americans with Disabilities Act ("ADA"). If the City fails to perform its maintenance services under this Agreement in compliance with applicable laws, the State will provide the City with a notice of non-compliance. Within three business days of sending the notice of non-compliance, the State's District Maintenance Engineer and the City Engineer will meet to

discuss the City performance of maintenance and decide upon next steps to remedy any non-compliant performance. If the parties cannot agree upon a remedy, the State may perform such obligation and the City will reimburse the State for the cost thereof, plus 10 percent of such cost for overhead and supervision within 30 days of receipt of the State's invoice. The State and the City agree that full pavement replacement is outside of routine and minor maintenance, and the State and the City will share in the cost of pavement replacement according to the State's Cost Participation and Maintenance Responsibilities with Local Units of Government Manual, as amended or revised.

C. ***Right-of-Way Access.*** The State authorizes the City to enter upon State Right-of-Way to perform the maintenance activities described in this Agreement. The City must notify and coordinate with the State's District Maintenance Engineer prior to accessing State Right-of-Way. While the City is occupying the State's Right-of-Way, they must comply with the approved traffic control plan, and with applicable provisions of the Work Zone Field Handbook (*http://www.dot.state.mn.us/trafficeng/workzone/index.html*). All City personnel occupying the State's Right-of-Way must be provided with required reflective clothing and hats.

D. ***Environmental***. The City shall not dispose of any materials regulated by any governmental or regulatory agency onto the ground, or into any body of water, or into any container on the State's Right-of-Way. In the event of spillage of regulated materials, the City shall immediately notify the State's Authorized Representative in writing and shall provide for cleanup of the spilled material and any materials contaminated by the spillage in accordance with all applicable federal, state and local laws and regulations, at the sole expense of the City.

3.5. ***Lighting.*** Ownership and maintenance of Lighting System C on TH 12 from Garfield Avenue S to Zephyr Avenue. Maintenance of electrical lighting systems includes everything within the system, from the point of attachment to the power source or utility, to the last light on the feed point, including but not limited to re-lamping of lighting units or replacing of Light-Emitting Diode (LED) luminaires, repair or replacement of all damaged luminaire glassware, loose connections, luminaires when damaged or when ballasts fail, photoelectric control on luminaires, defective starter boards or drivers, damaged fuse holders, blown fuses, knocked down poles including wiring within the poles, damaged poles, pullboxes, underground wire, damaged foundations, equipment pad, installation of approved splices or replacement of wires, repair or extending of conduit, lighting cabinet maintenance including photoelectric cell, electrical distribution system, Gopher State One Call (GSOC) locates, and painting of poles and other equipment. The City will be responsible for the hook up cost and application to secure an adequate power supply to the service pad or pole and will pay all monthly electrical service expenses necessary to operate the lighting facility.

3.6. ***Additional Drainage.*** No party to this Agreement will drain any additional drainage volume into the storm sewer facilities constructed under the construction contract that was not included in the drainage for which the storm sewer facilities were designed, without first obtaining written permission to do so from the owner of the storm sewer facilities.

4. Maintenance by the County

Upon completion of the Project, the County will provide the following without cost or expense to the State:

4.1. ***Lighting.*** Ownership and maintenance of Lighting System D on TH 12 at County Road 110/Clementa Avenue. Maintenance of electrical lighting systems includes everything within the system, from the point of attachment to the power source or utility, to the last light on the feed point, including but not limited to re-lamping of lighting units or replacing of Light-Emitting Diode (LED) luminaires, repair or replacement of all damaged luminaire glassware, loose connections, luminaires when damaged or when ballasts fail, photoelectric control on luminaires, defective starter boards or drivers, damaged fuse holders, blown fuses, knocked down poles including wiring within the poles, damaged poles, pullboxes, underground wire,

damaged foundations, equipment pad, installation of approved splices or replacement of wires, repair or extending of conduit, lighting cabinet maintenance including photoelectric cell, electrical distribution system, Gopher State One Call (GSOC) locates, and painting of poles and other equipment. The County will be responsible for the hook up cost and application to secure an adequate power supply to the service pad or pole and will pay all monthly electrical service expenses necessary to operate the lighting facility.

4.2. ***Additional Drainage.*** No party to this Agreement will drain any additional drainage volume into the storm sewer facilities constructed under the construction contract that was not included in the drainage for which the storm sewer facilities were designed, without first obtaining written permission to do so from the owner of the storm sewer facilities.

5. Signal System and EVP System Operation and Maintenance

Operation and maintenance responsibilities will be as follows for the Signal System and EVP System on TH 12 at TH 25 and County State Aid Highway 12.

5.1. ***City Responsibilities***

A. ***Power.*** The City will be responsible for the hook-up cost and application to secure an adequate power supply to the service pad(s) or pole(s) and will pay all monthly electrical service expenses necessary to operate the Signal System and EVP System.

B. ***Minor Signal System Maintenance.*** The City will provide for the following, without cost to the State.

i. Maintain the signal pole mounted LED luminaires, including replacing the luminaires when necessary. The LED luminaire must be replaced when it fails or when light levels drop below recommended AASHTO levels for the installation.

ii. Replace the Signal System(s) LED indications. Replacing LED indications consists of replacing each LED indication when it reaches end of life per the MnDOT Traffic Engineering Manual or fails or no longer meets Institute of Traffic Engineers (ITE) standards for light output.

iii. Clean the Signal System controller cabinet and service cabinet exteriors.

iv. Clean the Signal System and luminaire mast arm extensions.

v. Paint and maintain the cross-street pedestrian crosswalk markings.

5.2. ***State Responsibilities***

A. ***Timing; Other Maintenance.*** The State will maintain the signing and perform all other Signal System, APS, and signal pole luminaire circuit maintenance without cost to the City or the County. All Signal System timing will be determined by the State, and no changes will be made without the State's approval.

B. ***EVP System Operation.*** The EVP System will be installed, operated, maintained, and removed according to the following conditions and requirements:

i. All maintenance of the EVP System must be done by State forces.

ii. Emitter units may be installed only on authorized emergency vehicles, as defined in Minnesota Statutes § 169.011, Subdivision 3. Authorized emergency vehicles may use emitter units only when responding to an emergency. The City and the County will provide the State's District Engineer or their designated representative a list of all vehicles with emitter units, if requested by the State.

iii. Malfunction of the EVP System must be reported to the State immediately.

iv. In the event the EVP System or its components are, in the opinion of the State, being misused or the conditions set forth in Paragraph ii. above are violated, and such misuse or violation continues after the City and the County receive written notice from the State, the State may remove the EVP System. Upon removal of the EVP System pursuant to this Paragraph, all of its parts and components become the property of the State.

v. All timing of the EVP System will be determined by the State.

5.3. ***Right-of-Way Access.*** Each party authorizes the other party to enter upon their respective public right-of-way to perform the maintenance activities described in this Agreement.

5.4. ***Related Agreements.*** This Agreement will supersede and terminate the operation and maintenance terms of Agreement 75946 dated May 27, 1997, between the parties for the intersection of TH 12 at TH 25 and County State Aid Highway 12.

6. Pedestrian Crosswalk Flasher System Power, Ownership, Operation, Maintenance, and Compliance

Power, ownership, operation, maintenance, and compliance responsibilities will be as follows for Pedestrian Crosswalk Flasher System E on TH 12 at Center Avenue SW/County State Aid Highway 60:

6.1. ***Power.*** The flasher system is solar powered and will have no upfront hookup or ongoing power costs. If the system is replaced in the future, any upfront and/or ongoing costs associated with providing power to the system will be the responsibility of the City. The City will own and be responsible for the solar panel to operate the flasher system. The City will also own and be responsible for the battery backup system, which includes purchase, installation, and disposal of replacement batteries.

6.2. ***Ownership, Operation, and Maintenance.*** Upon completion of this project, the City will own the Pedestrian Crosswalk Flasher System. The City will operate and maintain the Pedestrian Crosswalk Flasher System, perform all Gopher State One Call locating, and be responsible for future system replacement, all at the City's cost and expense. Maintenance includes, but is not limited to, snow, ice, and debris removal at the pedestrian landings and ramps, associated signing, crosswalk pavement markings, solar panel cleaning/replacement, backup battery replacement, and lighting without cost or expense to the State. The City will perform all system maintenance in a timely manner.

6.3. ***Compliance.*** The City will also be responsible for replacement or upgrades to meet compliance with current and future ADA requirements without cost or expense to the State. If the City fails to comply with the maintenance terms or ADA requirements, or if a safety issue develops, the State may require the City to remove the Pedestrian Crosswalk Flasher System or the State may remove it at the City's cost.

6.4. ***Right-of-Way Access.*** The City will submit to the State form "Application for Miscellaneous Work on Trunk Highway Right-of-Way" (Form 1723) in order to perform TH 12 pedestrian crosswalk marking maintenance as described in Article 6.2.

7. Basis of City Cost

7.1. ***Schedule "I".*** The Preliminary Schedule "I" includes anticipated City participation construction items and the construction engineering cost share covered under this Agreement and is based on engineer's estimated unit prices.

7.2. ***City Participation Construction.*** The City will participate in the following at the percentages indicated. The construction includes the City's proportionate share of item costs for Mobilization, Field Office, Field Laboratory and Traffic Control.

A. 100 Percent will be the City's rate of cost participation in the pedestrian crosswalk flasher system, lighting, and utility adjustment construction as shown on Sheet 2 of the Preliminary Schedule "I."

7.3. ***Construction Engineering Costs.*** The City will pay a construction engineering charge equal to 8 percent of the total City participation construction covered under this Agreement.

7.4. ***Plan Changes, Additional Construction, Etc.*** The City will share in the costs of construction contract addenda and change orders that are necessary to complete the City participation construction covered under this Agreement, including any City requested additional work and plan changes.

The State reserves the right to invoice the City for the cost of any additional City requested work and plan changes, construction contract addenda, change orders, and associated construction engineering before the completion of the contract construction.

7.5. ***Liquidated Damages.*** All liquidated damages assessed the State's contractor in connection with the construction contract will result in a credit shared by each party in the same proportion as their total construction cost share covered under this Agreement is to the total contract construction cost before any deduction for liquidated damages.

8. City Cost and Payment by the City

8.1. ***City Cost.*** **$304,726.86** is the City's estimated share of the costs of the contract construction and the construction engineering cost share as shown in the Preliminary Schedule "I." The Preliminary Schedule "I" was prepared using anticipated construction items and estimated quantities and unit prices and may include any credits or lump sum costs. Upon award of the construction contract, the State will prepare a Revised Schedule "I" based on construction contract construction items, quantities, and unit prices, which will replace and supersede the Preliminary Schedule "I" as part of this Agreement.

8.2. ***Conditions of Payment.*** The City will pay the State the City's total estimated construction and construction engineering cost share, as shown in the Revised Schedule "I," after the following conditions have been met:

A. Execution of this Agreement and transmittal to the City, including a copy of the Revised Schedule "I."

B. The City's receipt of a written request from the State for the advancement of funds.

8.3. ***Acceptance of the City's Cost and Completed Construction.*** The computation by the State of the amount due from the City will be final, binding and conclusive. Acceptance by the State of the completed contract construction will be final, binding, and conclusive upon the City as to the satisfactory completion of the contract construction.

8.4. ***Final Payment by the City.*** Upon completion of all contract construction and upon computation of the final amount due the State's contractor, the State will prepare a Final Schedule "I" and submit a copy to the City. The Final Schedule "I" will be based on final quantities and include all City participation construction items and the construction engineering cost share covered under this Agreement. If the final cost of the City participation construction exceeds the amount of funds advanced by the City, the City will pay the difference to the State without interest. If the final cost of the City participation construction is less than the amount of funds advanced by the City, the State will refund the difference to the City without interest.

The State and the City waive claims for any payments or refunds less than $5.00 according to Minnesota Statutes § 15.415.

9. Basis of County Cost

9.1. ***Schedule "I".*** The Preliminary Schedule "I" includes anticipated County participation construction items, State Furnished Materials lump sum amounts, and the construction engineering cost share covered under this Agreement and is based on engineer's estimated unit prices.

9.2. ***County Participation Construction.*** The County will participate in the following at the percentages indicated. The construction includes the County's proportionate share of item costs for Mobilization, Field Office, Field Laboratory and Traffic Control.

A. 25 Percent will be the County's rate of cost participation in the traffic control signal system construction as shown on Sheet 3 of the Preliminary Schedule "I."

B. 50 Percent will be the County's rate of cost participation in the lighting construction as shown on Sheet 3 of the Preliminary Schedule "I."

9.3. ***State Furnished Materials.*** The State will furnish a traffic control signal cabinet ("State Furnished Materials"), according to the Project Plans, to operate the traffic control signal system covered under this Agreement. The County's lump sum share for State Furnished Materials is **$8,313.31**. The County's cost share for State Furnished Materials will be added to the County's total construction cost share as shown in the Schedule "I."

9.4. ***Construction Engineering Costs.*** The County will pay a construction engineering charge equal to 8 percent of the total County participation construction covered under this Agreement.

9.5. ***Plan Changes, Additional Construction, Etc.*** The County will share in the costs of construction contract addenda and change orders that are necessary to complete the County participation construction covered under this Agreement, including any County requested additional work and plan changes.

The State reserves the right to invoice the County for the cost of any additional County requested work and plan changes, construction contract addenda, change orders, and associated construction engineering before the completion of the contract construction.

9.6. ***Liquidated Damages.*** All liquidated damages assessed the State's contractor in connection with the construction contract will result in a credit shared by each party in the same proportion as their total construction cost share covered under this Agreement is to the total contract construction cost before any deduction for liquidated damages.

10. County Cost and Payment by the County

10.1. ***County Cost.*** **$137,567.49** is the County's estimated share of the costs of the contract construction, State Furnished Materials, and the construction engineering cost share as shown in the Preliminary Schedule "I." The Preliminary Schedule "I" was prepared using anticipated construction items and estimated quantities and unit prices and may include any credits or lump sum costs. Upon award of the construction contract, the State will prepare a Revised Schedule "I" based on construction contract construction items, quantities, and unit prices, which will replace and supersede the Preliminary Schedule "I" as part of this Agreement.

10.2. ***Conditions of Payment.*** The County will pay the State the County's total estimated construction and construction engineering cost share, as shown in the Revised Schedule "I," after the following conditions have been met:

A. Execution of this Agreement and transmittal to the County, including a copy of the Revised Schedule "I."

B. The County's receipt of a written request from the State for the advancement of funds.

10.3. ***Acceptance of the County's Cost and Completed Construction.*** The computation by the State of the amount due from the County will be final, binding and conclusive. Acceptance by the State of the completed contract construction will be final, binding, and conclusive upon the County as to the satisfactory completion of the contract construction.

10.4. ***Final Payment by the County.*** Upon completion of all contract construction and upon computation of the final amount due the State's contractor, the State will prepare a Final Schedule "I" and submit a copy to

the County. The Final Schedule "I" will be based on final quantities and include all County participation construction items and the construction engineering cost share covered under this Agreement. If the final cost of the County participation construction exceeds the amount of funds advanced by the County, the County will pay the difference to the State without interest. If the final cost of the County participation construction is less than the amount of funds advanced by the County, the State will refund the difference to the County without interest.

The State and the County waive claims for any payments or refunds less than $5.00 according to Minnesota Statutes § 15.415.

11. Authorized Representatives

Each party's Authorized Representative is responsible for administering this Agreement and is authorized to give and receive any notice or demand required or permitted by this Agreement.

11.1. The State's Authorized Representative will be:

Name, Title: Malaki Ruranika, Cooperative Agreements Engineer (or successor)
Address: 395 John Ireland Boulevard, Mailstop 682, Saint Paul, MN 55155
Telephone: (651) 366-4634
Email: malaki.ruranika@state.mn.us

11.2. The City's Authorized Representative will be:

Name, Title: Jessica Bonniwell, City Administrator (or successor)
Address: 311 Buffalo Avenue S, Montrose, MN 55363
Telephone: (612) 283-0339
Email: jbonniwell@montrose-mn.com

11.3. The County's Authorized Representative will be:

Name, Title: Chad Hausmann, County Engineer (or successor)
Address: 3600 Braddock Avenue NE, Buffalo, MN 55313
Telephone: (763) 242-6080
Email: chad.hausmann@co.wright.mn.us

12. Assignment; Amendments; Waiver; Contract Complete

12.1. ***Assignment.*** No party may assign or transfer any rights or obligations under this Agreement without the prior consent of the other party and a written assignment agreement, executed and approved by the same parties who executed and approved this Agreement, or their successors in office. The foregoing does not prohibit the City or the County from contracting with a third-party to perform City or County maintenance responsibilities covered under this Agreement.

12.2. ***Amendments.*** Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Agreement, or their successors in office.

12.3. ***Waiver.*** If a party fails to enforce any provision of this Agreement, that failure does not waive the provision or the party's right to subsequently enforce it.

12.4. ***Contract Complete.*** This Agreement contains all prior negotiations and agreements between the State, the City, and the County. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

13. Liability; Worker Compensation Claims

13.1. Each party is responsible for its own acts, omissions and the results thereof to the extent authorized by law and will not be responsible for the acts and omissions of others and the results thereof. Minnesota Statutes § 3.736 and other applicable law govern liability of the State. Minnesota Statutes Chapter 466 and other applicable law govern liability of the City and the County.

13.2. Each party is responsible for its own employees for any claims arising under the Workers Compensation Act.

14. Nondiscrimination

Provisions of Minnesota Statutes § 181.59 and of any applicable law relating to civil rights and discrimination are considered part of this Agreement.

15. State Audits

Under Minnesota Statutes § 16C.05, subdivision 5, the City's and the County's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the State and the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Agreement.

16. Government Data Practices

The City, County, and State must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the City and the County under this Agreement. The civil remedies of Minnesota Statutes §13.08 apply to the release of the data referred to in this clause by either the City, the County, or the State.

17. Governing Law; Jurisdiction; Venue

Minnesota law governs the validity, interpretation, and enforcement of this Agreement. Venue for all legal proceedings arising out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

18. Termination; Suspension

18.1. ***By Mutual Agreement.*** This Agreement may be terminated by mutual agreement of the parties.

18.2. ***Termination for Insufficient Funding.*** The State may immediately terminate this Agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the performance of contract construction under the Project. Termination must be by written or fax notice to the City and the County.

18.3. ***Suspension.*** In the event of a total or partial government shutdown, the State may suspend this Agreement and all work, activities, and performance of work authorized through this Agreement.

19. Force Majeure

No party will be responsible to the other for a failure to perform under this Agreement (or a delay in performance) if such failure or delay is due to a force majeure event. A force majeure event is an event beyond a party's reasonable control, including but not limited to, unusually severe weather, fire, floods, other acts of God, labor disputes, acts of war or terrorism, or public health emergencies.

MnDOT Contract: **1057600**

CITY OF MONTROSE

The undersigned certify that they have lawfully executed this contract on behalf of the Governmental Unit as required by applicable charter provisions, resolutions, or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

INCLUDE COPY OF RESOLUTION APPROVING THE AGREEMENT AND AUTHORIZING ITS EXECUTION.

MnDOT Contract: **1057600**

WRIGHT COUNTY

The undersigned certify that they have lawfully executed this contract on behalf of the Governmental Unit as required by applicable charter provisions, resolutions, or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

DEPARTMENT OF TRANSPORTATION

Recommended for Approval:

By: _____
(District Engineer)

Date: _____

Approved:

By: _____
(State Design Engineer)

Date: _____

COMMISSIONER OF ADMINISTRATION

By: _____
(With Delegated Authority)

Date: _____

INCLUDE COPY OF RESOLUTION APPROVING THE AGREEMENT AND AUTHORIZING ITS EXECUTION.

PRELIMINARY SCHEDULE "I"
Agreement 1057600
City of Montrose and Wright County

SP 8601-62 (TH 12=010) Preliminary: October 29, 2025
SAP 086-612-025
Federal Project NHPP 0012(324)

Grading, bituminous mill and overlay, ADA improvements, lighting, and signal system construction located on TH 12 from 13th Avenue to 0.1 miles east of Zephyr Avenue to start approximately May 1, 2025 under State Contract ___ with ___

CITY COST PARTICIPATION	
SP 8601-62 Work Items From Sheet 2	282,154.50
Construction Engineering (8%)	22,572.36
(1) Total City Cost	**$304,726.86**

(1) Amount of advance payment as described in Article 8 of the Agreement (estimated amount)

COUNTY COST PARTICIPATION	
SAP 086-612-025 Work Items From Sheet 3	107,500.00
SP 8601-62 Work Items From Sheet 3	11,564.00
(2) SAP 086-612-025 State Furnished Materials From Sheet 3	8,313.31
Subtotal	$127,377.31
Construction Engineering (8%)	10,190.18
(3) Total County Cost	**$137,567.49**

(2) Lump sum amount as described in Article 9.3 of the Agreement
(3) Amount of advance payment as described in Article 10 of the Agreement (estimated amount)

Data is considered Non-public prior to project award under the
Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13.

(1) 100% CITY FUNDS

1057600

ITEM NUMBER	SP 8601-62 WORK ITEM	UNIT	QUANTITY	UNIT PRICE	COST (1)
2021.501	MOBILIZATION	LUMP SUM	0.03	450,000.00	13,500.00
2031.502	FIELD OFFICE	EACH	0.03	40,000.00	1,200.00
2031.502	FIELD LABORATORY	EACH	0.03	20,000.00	600.00
2104.501	REMOVE FLASHER SYSTEM E	LUMP SUM	1.00	1,950.00	1,950.00
2104.502	REMOVE BOLLARDS	EACH	6.00	200.00	1,200.00
2104.502	REMOVE LIGHTING UNIT	EACH	21.00	650.00	13,650.00
2104.502	REMOVE EQUIPMENT PAD	EACH	2.00	650.00	1,300.00
2104.502	REMOVE HANDHOLE	EACH	2.00	400.00	800.00
2104.502	REMOVE LIGHT FOUNDATION	EACH	21.00	750.00	15,750.00
2104.502	REMOVE SERVICE CABINET	EACH	2.00	500.00	1,000.00
2104.502	REMOVE SIGN PANEL SPECIAL	EACH	1.00	30.00	30.00
2104.502	SALVAGE SIGN	EACH	1.00	70.00	70.00
2104.503	REMOVE CABLES	LIN FT	4,700.00	1.50	7,050.00
2104.518	REMOVE BRICK SIDEWALK	SQ FT	2,142.00	3.00	6,426.00
2104.602	SALVAGE SIGN SPECIAL	EACH	6.00	200.00	1,200.00
2104.602	SALVAGE SIGN PANEL SPECIAL	EACH	4.00	55.00	220.00
2106.607	EXCAVATION SPECIAL	CU YD	2.00	15.00	30.00
2106.609	HAUL & DISPOSE OF CONTAMINATED MATERIAL	TON	4.00	33.00	132.00
2504.602	ADJUST GATE VALVE & BOX	EACH	6.00	430.00	2,580.00
2504.602	ADJUST CURB BOX	EACH	11.00	150.00	1,650.00
2504.604	4" POLYSTYRENE INSULATION	SQ YD	167.00	60.00	10,020.00
2506.502	ADJUST FRAME & RING CASTING	EACH	14.00	750.00	10,500.00
2545.501	LIGHTING SYSTEM "C"	LUMP SUM	0.73	196,050.00	143,116.50
2563.601	TRAFFIC CONTROL	LUMP SUM	0.03	270,000.00	8,100.00
2564.602	INSTALL SIGN	EACH	1.00	400.00	400.00
2564.602	INSTALL SIGN SPECIAL	EACH	7.00	400.00	2,800.00
2564.602	INSTALL SIGN PANEL SPECIAL	EACH	2.00	400.00	800.00
2564.618	SIGN	SQ FT	15.00	60.00	900.00
2564.618	SIGN PANEL	SQ FT	4.00	45.00	180.00
2565.616	PEDESTRIAN CROSSWALK FLASHER SYSTEM E	SYSTEM	1.00	35,000.00	35,000.00
				TOTAL	282,154.50
	(1) 100% CITY		**282,154.50**		

Data is considered Non-public prior to project award under the
Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13.

(1) 61.06% FEDERAL, 13.94% STATE, 25% COUNTY (STATE AID) FUNDS

1057600

ITEM NUMBER	SP 8601-62, SAP 086-612-025 WORK ITEM	UNIT	QUANTITY	UNIT PRICE	COST (1)
2021.501	MOBILIZATION	LUMP SUM	0.05	$450,000.00	22,500.00
2031.502	FIELD OFFICE	EACH	0.05	$40,000.00	2,000.00
2031.502	FIELD LABORATORY	EACH	0.05	$20,000.00	1,000.00
2563.601	TRAFFIC CONTROL	LUMP SUM	0.05	$270,000.00	13,500.00
2565.501	EMERGENCY VEHICLE PREEMPTION SYSTEM	LUMP SUM	1.00	10,000.00	10,000.00
2565.516	TRAFFIC CONTROL SIGNAL SYSTEM	SYSTEM	1.00	420,000.00	420,000.00
				TOTAL	430,000.00
	(1) 61.06% FEDERAL			262,558.00	
	13.94% STATE			59,942.00	
	25% COUNTY (STATE AID)			**107,500.00**	

(3) 40.71% FEDERAL, 9.29% STATE, 50% COUNTY FUNDS

ITEM NUMBER	SP 8601-62 WORK ITEM	UNIT	QUANTITY	UNIT PRICE	COST (3)
2545.501	LIGHTING SYSTEM "D"	LUMP SUM	1.00	23,128.00	23,128.00
				TOTAL	23,128.00
	(3) 40.71% FEDERAL			9,415.41	
	9.29% STATE			2,148.59	
	50% COUNTY			**11,564.00**	

(2) 75% STATE, 25% COUNTY (STATE AID) FUNDS

ITEM NUMBER	SP 8601-62, SAP 086-612-025 STATE FURNISHED MATERIALS	UNIT	QUANTITY	UNIT PRICE	COST (2)
	***** LUMP SUM AMOUNT *****				
	352 ATCC CABINET	EACH	1.00	33,253.24	33,253.24
				TOTAL	33,253.24
	(2) 75% STATE			24,939.93	
	25% COUNTY (STATE AID)			**8,313.31**	

Data is considered Non-public prior to project award under the
Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13.

CITY OF MONTROSE

RESOLUTION

IT IS RESOLVED that the City of Montrose enter into MnDOT Agreement 1057600 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the City to the State of the City's share of the costs of the pedestrian crosswalk flasher system, lighting, and utility adjustment construction and other associated construction to be performed upon, along, and adjacent to Trunk Highway 12 within the corporate City limits under State Project 8601-62 (TH 12=010).

IT IS FURTHER RESOLVED that the Mayor and the _____
(Title)
are authorized to execute the Agreement and any amendments to the Agreement.

CERTIFICATION

I certify that the above Resolution is an accurate copy of the Resolution adopted by the Council of the City of Montrose at an authorized meeting held on the _____ day of _____, 2024, as shown by the minutes of the meeting in my possession.

Subscribed and sworn to me this
_____ day of _____, 2024

Notary Public _____

My Commission Expires _____

_____
(Signature)

_____
(Type or Print Name)

_____
(Title)

WRIGHT COUNTY

RESOLUTION

IT IS RESOLVED that Wright County enter into MnDOT Agreement 1057600 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the County to the State of the County's share of the costs of the lighting and traffic control signal system construction and other associated construction to be performed upon, along, and adjacent to Trunk Highway 12 within the corporate limits of the City of Montrose under State Aid Project 086-612-025 and State Project 8601-62 (TH 12=010).

IT IS FURTHER RESOLVED that the _____
(Title)

and the _____
(Title)

are authorized to execute the Agreement and any amendments to the Agreement.

CERTIFICATION

I certify that the above Resolution is an accurate copy of the Resolution adopted by the Board of Commissioners of Wright County at an authorized meeting held on the _____ day of _____, 2024, as shown by the minutes of the meeting in my possession.

Subscribed and sworn to me this
_____ day of _____, 2024

Notary Public _____

My Commission Expires _____

_____
(Signature)

_____
(Type or Print Name)

_____
(Title)

RESOLUTION ##
BOARD OF WRIGHT COUNTY COMMISSIONERS

DATE ADOPTED:
November 19, 2024

Tina Diedrick	District 1
Darek Vetsch	District 2
Jeanne Holland	District 3
Nadine Schoen	District 4
Michael Kaczmarek	District 5

RESOLUTION

IT IS RESOLVED that Wright County enter into MnDOT Agreement 1057600 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the County to the State of the County's share of the costs of the lighting and traffic control signal system construction and other associated construction to be performed upon, along, and adjacent to Trunk Highway 12 within the corporate limits of the City of Montrose under State Aid Project 086-612-025 and State Project 8601-62 (TH 12=010).

IT IS FURTHER RESOLVED that the Board Chair and County Administrator are authorized to execute the agreement and any amendments to the Agreement.

Motion by Commissioner _____ **Seconded by Commissioner** _____

Roll Call Vote:

	YES	ABSENT	NO	ABSTAIN
DIEDRICK				
VETSCH				
HOLLAND				
SCHOEN				
KACZMAREK				

STATE OF MINNESOTA)
ss.
County of Wright)

19th day of November, 2024, now on file in my office, and have found the same to be a true and correct copy thereof.

Witness my hand and official seal at Buffalo, Minnesota, this 19th day of November, 2024.

Select Signer

Version 2

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Larkin Walter

Requestor Title
GIS Coordinator

Department (please use dropdown to select department) *
PROJECT ADMINISTRATION

Target Meeting Date *
11/19/2024 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
( ) Consent Agenda (•) Timed Agenda
( ) Item for Consideration

Time Required:
3 min

Originator
EBK8604

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Adopt Resolution Proclaiming November 20, 2024 as National GIS Day in Wright County.

Short Title (what will appear on Agenda outline - 250 character max.) *
Approve Resolution Claiming November 20, 2024 as National GIS Day in Wright County.

Value Stream the request primarily aligns with:
Optimize Civic Engagement

Briefly describe how the request aligns with the selected value stream.
Wright County is committed to utilizing GIS to inform decision making and better serve its residents and make useful geographic information open and easily available to the public.

Describe the impact on staffing resources.
N/A

Fiscal Impact:
N/A

Background/Justification:
GIS Day is a worldwide event that celebrates the technology of Geographic Information Systems (GIS).

Route for Review and Approval

- [ ] County Administrator
- [x] Assistant County Administrator
- [ ] Finance Review
- [ ] Legal Review
- [ ] Risk Mgmt Review
- [ ] Skip Workflow

Agenda Item Attachments (1)

Document Name	Attachment Type
GIS Resolution Flat.pdf	Attachment

☐ Hide RFBA Review

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision
Approved

Notes

RESOLUTION ##
BOARD OF WRIGHT COUNTY COMMISSIONERS

DATE ADOPTED:

Tina Diedrick	District 1
Darek Vetsch	District 2
Jeanne Holland	District 3
Nadine Schoen	District 4
Michael Kaczmarek	District 5

RESOLUTION

Page 1 of 2

Resolution Proclaiming November 20, 2024 as National GIS Day in Wright County

Whereas, Geographic Information System technology ("GIS") embraces new and innovative ways to use, discover, and share geospatial data through online portals and web services and serves as a framework for gathering, managing, analyzing, and displaying location-based information;

Whereas, Wright County recognizes that an understanding, of geography and of geospatial technology provides critical information to stakeholders and helps community leaders and government officials make data driven decisions and is crucial to operating our infrastructure, sustaining our natural resources, and stimulating economic growth, thus, benefiting the welfare of the general public throughout Wright County;

Whereas, GIS technology allows us to see and model complex relationships and patterns to more intelligently respond; and

Whereas, there is a need to promote GIS awareness, education and technical training to use this rapidly developing technology to its full potential; and

Motion by Commissioner _____ **Seconded by Commissioner** _____

Roll Call Vote:

	YES	ABSENT	NO	ABSTAIN
DIEDRICK				
VETSCH				
HOLLAND				
SCHOEN				
KACZMAREK				

STATE OF MINNESOTA)
ss.
County of Wright)

Witness my hand and official seal at Buffalo, Minnesota, this

Select Signer

Version 2

RESOLUTION ##

BOARD OF WRIGHT COUNTY COMMISSIONERS

DATE ADOPTED:

Tina Diedrick	District 1
Darek Vetsch	District 2
Jeanne Holland	District 3
Nadine Schoen	District 4
Michael Kaczmarek	District 5

RESOLUTION ##

Whereas, Wright County acknowledges those that have chosen GIS as their profession or as part of their discipline to improve the lives of our citizens; and

Whereas, GIS is an interdisciplinary tool used by multiple county departments; and

Whereas, Wright County is committed to utilizing GIS to inform decision making and better serve its residents and make useful geographic information open and easily available to the public, as a platform for innovation;

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Clay Wilfahrt

Requestor Title
Assistant County Administrator Central Services

Department (please use dropdown to select department) *
ADMINISTRATION

Target Meeting Date *
11/19/2024 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(●) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
(●) Consent Agenda ( ) Timed Agenda
( ) Item for Consideration

Originator
CTW4081

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Authorize Staff to Enter into License Agreements with Law Enforcement Agencies for the Use of the Wright County Law Enforcement Training facility.

Short Title (what will appear on Agenda outline - 250 character max.) *
Authorize staff to enter into License Agreements with Law Enforcement Agencies for the use of the Wright County Law Enforcement Training facility.

Value Stream the request primarily aligns with:
Empower Use of Land, Property, and the Environment

Briefly describe how the request aligns with the selected value stream.
Allowing added use of this facility will increase the use of the Law Enforcement Training Center.

Describe the impact on staffing resources.
There will be some time spent on attracting users of the facility and administering use. Amount of time spent on these tasks will be dependent upon demand.

Fiscal Impact:
There will be revenue associated with the use of the facility and also some increased costs in the form of lead remediation, wear and tear on the facility, and staff time. Both revenue and expenses will be dependent on demand.

Background/Justification:
The Board asked staff to allow use of the Law Enforcement Training Center by outside law enforcement agencies. Staff built fees into the County fee schedule. The next step will be to work with law enforcement agencies to enter into agreements for use of the facility, and facilitate that use. Attached is a license agreement that is very similar to the agreement currently being used for law enforcement agencies located within Wright County. The only differences between this agreement and the agreement currently used by Wright County agencies is that this agreement does not put a cap on the number of times the facility can be used, and users are subject to the fee schedule for use of the facility.

Route for Review and Approval

☐ County Administrator	☑ Assistant County Administrator	☐ Finance Review	☐ Legal Review	☐ Risk Mgmt Review	☐ Skip Workflow

Agenda Item Attachments (1)

Document Name	Attachment Type
License Agreement-Wright County LETC.docx	Attachment

☐ Hide RFBA Review

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision
Approved

Notes

TEMPORARY LICENSE TO USE PREMISES

This License Agreement is entered into as of this ___ day of _____, 2024, made by and between the County of Wright (hereinafter, "Wright County") and _____ (hereinafter, "Licensee"). This agreement terminates on December 31, 2025 or as noted in Paragraph 13 of this Agreement.

WHEREAS, Wright County owns a facility located at 5577 County Road 35 W Maple Lake Township (hereinafter, "Subject Facility");

WHEREAS, Licensee desires to have temporary use of Subject Facility to conduct law enforcement training exercises for the _____.

WHEREAS, subject to the prior written approval by the Wright County Sheriff's Office's Operations Captain, Wright County is willing to permit the Licensee to use the Subject Facility for such purpose subject to the terms and conditions of this Agreement.

NOW, THEREFORE, the parties agree as follows:

1. Subject to the prior written approval by the Wright County Sheriff Office's Operations Captain, Wright County hereby grants Licensee permission to use Subject Facility on days and at times approved by the Wright County Sheriff Office's Operations Captain. Licensee shall, in writing, contact the Wright County Sheriff Office's Operations Captain to request use of the Subject Facility. Such request must be made in writing at least 14 days prior to Licensee's proposed training date. The Wright County Sheriff Office's Operations Captain retains the right to grant or deny any request for any reason and set conditions for the use of Subject Facility.

2. The parties expressly acknowledge and agree that this Agreement is not a lease, and that it does not create or convey to the Licensee any interest in the Subject Facility. Licensee will be entitled to occupy the Subject Facility solely for the purposes of conducting training exercises. In the event of breach by Licensee of any of the covenants hereof, and in any event upon the expiration of the term of the License Agreement, Wright County shall be entitled to immediate possession of the Subject Facility, and the Licensee shall not be entitled to any of the rights of a tenant under law, including the law of forcible entry and detainer.

3. Use of Subject Facility. Licensee shall use the Subject Facility only to conduct its activities in accordance with the restrictions set forth by the Wright County Sheriff Office's Operations Captain, utilizing only staff and materials supplied by Licensee. Licensee shall not use or permit the use of the Subject Facility for any other purpose. Licensee agrees that all participants will be from Licensee's agency and that no outside or third-party participants will be present. Licensee shall use and occupy the Subject Facility in a careful, safe and lawful manner which does not interfere with the use of the surrounding premises. Licensee agrees that its use of the Subject Facility shall at all times be in full compliance with all applicable laws and regulations. Licensee agrees to return

of the premises to their prior condition. Licensee shall be responsible for any unreasonable wear or tear caused to the premises and/or any damage to equipment, including any costs incurred to clean or repair same.

4. Fee Schedule. Use of the Subject Facility shall be subject to the fees outlined in Wright County's Fee Schedule.

5. Wright County, its agents and its employees shall have the right to enter the Subject Facility at all times. Wright County shall in no event be liable for any inconvenience, disturbance, or other damage to Licensee by reason of the performance by Wright County of any activities or work in, upon, above, or under the Subject Facility or for bringing materials, tools, and equipment in, through, above, or under the Subject Facility.

6. Condition of Premises. Wright County makes no warranties whatsoever regarding the condition of the Subject Facility. Licensee has inspected the Subject Facility and found it suitable for Licensee's purposes. Wright County shall not be liable for any personal injury or damage to property which Licensee or its guests or invitees may incur, regardless of the cause thereof.

7. Workers' Compensation Insurance Required. Licensee shall be responsible for injuries or death of its own personnel. Licensee will maintain workers' compensation insurance or self-insurance coverage, covering its own personnel. Except as expressly provided herein, each Party waives the right to sue any other Party for any workers' compensation benefits paid to its own employee or volunteer or their dependents.

8. Insurance. Each Party to this Agreement agrees that it is self-insured pursuant to the laws of Minnesota or carries adequate insurance coverage to manage all risk undertaken pursuant to this Agreement

9. Licensure. Licensee shall provide the Sheriff's Office with proof of instructor certification for any subjects that instructors will teach at the Training Center.

10. Firearms Instruction: The Wright County Sheriff's Office may have a range safety officer present at any firearms training. No firearms training shall occur between the hours of 8:00pm and 8:00am. Course or lesson plan information must be submitted in writing at least seven days prior to the training, and the Sheriff's Operation Captain must approve of the course or lesson plan prior to the training. All instructors must attend the Wright County Sheriff's range familiarization course prior to instructing a course at the range.

11. Responsible for Own Equipment. Licensee shall be responsible for damages to or loss of its own equipment. Licensee waives the right to sue Wright County for any damages to, or loss of its equipment.

12. Liability. Each Party to this Agreement shall be liable for its own acts to the extent provided by law and hereby agrees to indemnify, hold harmless and defend the other, its officers and employees against any and all liability, loss, costs, damages, expenses, claims or actions, including attorney's fees that the other, its officers and employees may hereafter sustain, incur or be required to pay, arising out of or by reason of any act or omission of the Party, its agents, servants, or employees, in the execution, performance or failure to adequately perform its obligations pursuant to this Agreement. The provisions of the Municipal Tort Claims Act, Minnesota Statutes Chapter 466, and other applicable laws govern liability of the parties.

13. Notification of Potential Liability. Each Party agrees to promptly notify the other Party if it knows or becomes aware of any facts or allegations reasonably giving rise to actual or potential liability, claims, causes of action judgments, damages, losses, costs or expenses, including attorney's fees, involving or reasonably likely to involve the other Party, and arising out of acts or omissions related to this Agreement.

14. Termination. Any Party to this contract may terminate this agreement effective immediately upon written notice to the other Party. In the event of a termination by a Party, each Party shall fully discharge all obligations owed to the other Party accruing prior to the date of such termination, and, except as otherwise provided herein, each Party shall be released from all obligations, which would otherwise accrue subsequent to the date of termination.

15. The Parties shall comply with all applicable federal, state, and local statutes, regulations, and rules currently in force or later enacted and, as applicable, non-discrimination and affirmative action laws and policies.

16. Entire Agreement; Amendment. This Agreement contains the entire agreement of the parties, and no covenants, representatives, inducements or promises, oral or otherwise, not embodied herein, shall be in force or effect. This Agreement may not be modified, nor any of its provisions waived, except by a writing signed by both parties.

17. If any provision of this Agreement is held invalid or unenforceable, such invalidity or unenforceability will not affect any other provision, and this Agreement will be construed and enforced as if such invalid or unenforceable provision had not been included.

18. Counterparts**.** This Agreement may be executed in any number of counterparts, each of which shall constitute one and the same instrument.

19. Governing Law. This Agreement will be governed by and construed in accordance with the law of the State of Minnesota.

IN WITNESS WHEREOF, the parties hereto have set their hands as of the first date written above.

DATED: _____ BY: _____

TITLE: _____

DATED: _____ BY: _____

TITLE: _____

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Greg Kryzer

Requestor Title
Interim County Administrator

Department (please use dropdown to select department) *
ADMINISTRATION

Target Meeting Date *
11/19/2024 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
( ) Consent Agenda ( ) Timed Agenda
(•) Item for Consideration

Originator
KAK4327

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Adopt Resolution for Hearing Officer's Findings Regarding Tobacco License Appeal of Casey's in Albertville

Short Title (what will appear on Agenda outline - 250 character max.) *
Adopt Resolution for Hearing Officer's Findings Regarding Tobacco License Appeal of Casey's in Albertville

Value Stream the request primarily aligns with:

Briefly describe how the request aligns with the selected value stream.

Describe the impact on staffing resources.

Fiscal Impact:

Background/Justification:

Route for Review and Approval

- [ ] County Administrator
- [x] Assistant County Administrator
- [ ] Finance Review
- [ ] Legal Review
- [ ] Risk Mgmt Review
- [ ] Skip Workflow

Agenda Item Attachments (2)

Document Name	Attachment Type
Proposed Findings in Casey's 11132024.pdf	Attachment
Tobacco License Appeal FLAT.pdf	Attachment

☐ Hide RFBA Review

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision
Approved

Notes

In re Matter of the Appeal of Casey's, Albertville, MN for a Fine and License Suspension

WRIGHT COUNTY BOARD OF COMMISSIONER'S FINDINGS OF FACT AND DECISION ON THE APPEAL

The above-entitled matter came on for a remote hearing on November 12, 2024, before the undersigned, a Hearing Officer appointed by the Wright County Board of Commissioners pursuant to Section 110.072 of the Wright County Code, to hear appeals of alleged violations of the County Tobacco Regulations and penalties imposed thereunder. The hearing was held under the authority of Section 110.071 of the Wright County Code, and in accordance with the August 29, 2024, request of Casey's, Albertville.

Brianna West appeared on behalf of Casey's, Albertville. Assistant Wright County Attorney Karen Wolff, Esq., appeared on behalf of Wright County.

The Hearing Officer received as evidence without objection fifteen exhibits submitted by Wright County as proof of the violation in question and in support of the proposed findings and requested relief. The Hearing Officer reviewed all documents submitted as evidence. Pertinent provisions of the Wright County Code and Minnesota Statutes were reviewed and considered by the Hearing Officer. The Hearing Officer heard and considered all arguments offered by both parties to the proceeding.

The Hearing Officer, based upon all the files, records, and proceedings herein, including the arguments of the parties, hereby proposes the following to the County Board of Commissioners:

FINDINGS OF FACT

1. Casey's General Stores is a multistate business based in Iowa, affiliated with Casey's, Albertville, MN, located at 11000 57th Street, and is a licensed seller of Tobacco, Tobacco-related devices, and Electronic delivery devices, as those terms are defined in Minnesota Statute Section 609.685.

2. Casey's, Albertville (hereinafter "Casey's"), is licensed as a seller of Tobacco, Tobacco-related devices, and Electronic delivery devices by Wright County and is regulated by Wright County under a set of rules and requirements set forth in Chapter 110 of the Wright County Code, titled Tobacco Regulations.

3. Under these regulations, and under Minnesota Statutes Section 461.12, it is unlawful to sell, give or otherwise furnish Tobacco, Tobacco-related devices, and/or Electronic delivery devices (hereinafter regulated materials), to persons under the age of 21.

4. Under Section 110.999 of the Tobacco Regulations of the Wright County Code, fines shall be assessed against licensees found to have violated the regulations, with fines being assessed that increase in amount when there are multiple violations within a 36-month period. For a 4th violation of the regulations within a 36-month period, Section 110.999 specifies that the County Finance Director shall suspend the license of the

licensee for not less than 30 days and shall charge the licensee a fine of not less than $2000. Under this provision any violation of federal, state, or local tobacco control laws or regulations may also subject the licensee to suspension or revocation of their tobacco license.

5. The County conducts compliance checks of establishments licensed to sell regulated materials. In County compliance checks confidential buyers, under the age of 21, are used to conduct the compliance checks. The buyers enter the licensed establishments without adult accompaniment; however, County employees accompany the minors to these premises as these checks are done but remain outside when the Confidential buyers enter the establishment. Violations are documented by the accompanying County employees.

6. The specific violation alleged by the County to have occurred which is the subject of this proceeding occurred on June 19, 2024, when a compliance check was conducted at Casey's by the United States Food and Drug Administration (the FDA). According to the FDA, the business failed the compliance check and sold an oral nicotine product to a minor.

7. Casey's does not dispute that the violation referred to in paragraph 6 occurred.

8. The exhibits admitted into evidence at the hearing establish that the violation of June 19, 2024, was the 4th violation of County Tobacco Regulations with a 36-month period of time. Casey's does not dispute that this was its 4th violation of County Tobacco Regulations within a 36-month period of time.

9. Consistent with the requirements of Section 110.999 of the County Tobacco Regulations, the County regulatory authority seeks to impose a $2000 fine and a 30-day license suspension for the illegal sale to a minor that occurred on June 19, 2024.

10. Exhibits admitted into evidence at the hearing establish that Casey's paid the $2000 fine assessed by the County by way of a letter dated August 29, 2024, with a cashier's check enclosed therewith.

11. Casey's offered information at the hearing to indicate that it had new management and new training at the store in Albertville; that they were committed to complying with the law; and that they wanted to put this matter behind them. Casey's hoped that these actions and statements would be enough to avoid a license suspension and asked that there be no suspension of their license.

CONCLUSIONS AND FINDINGS

1. On June 19, 2024, Casey's failed an FDA tobacco compliance check and sold regulated materials (as that term is used in these Findings) to a buyer who was under the age of 21. Casey's did not dispute that this violation of law occurred.

2. The exhibits admitted into evidence at the hearing establish that the violation of June 19, 2024, was the 4th violation of County Tobacco Regulations within a 36-month period of time. Casey's does not dispute that this was its 4th violation of County Tobacco regulations within a 36-month period of time.

3. Casey's has already paid, and the County has received, the $2000 fine assessed for this 4th violation of County Tobacco regulations within a 36-month period of time.

4. Section 110.999 of the Tobacco Regulations of the Wright County Code states that for a 4th violation of the regulations within a 36-month period, the County Finance Director shall suspend the license of the licensee for not less than 30 days and shall charge the licensee a fine of not less than $2000.

5. Under Section 10.05 of the Wright County Code, the word "shall" is defined to refer to an act that is mandatory. This definition is consistent with Minnesota law. Minnesota Statutes Section 645.44, subd. 16, defines the word "shall" as being mandatory.

6. The Hearing Officer finds there to be no compelling reason to deviate from the suspension mandated in Section 110.999 of the Wright County Code for a 4th violation of the Tobacco Regulations within a 36-month period of time.

Now, therefore, based upon the foregoing, the undersigned Hearing Officer hereby proposes that the Wright County Board of Commissioners adopt the following:

RESOLUTION

1. Casey's, Albertville, MN located at 11000 57nd Street NE, Albertville, MN 55301, is hereby fined $2000 and its license to sell Tobacco, Tobacco-related devices, and Electronic delivery devices shall be suspended for a period of 30 days due to its code violation of County Tobacco Regulations on June 19, 2024, by selling regulated materials to a buyer who was under the age of 21.

2. The appropriate County staff are directed to take all actions necessary to undertake and enforce this resolution.

3. The Findings and Conclusions set forth in this document are meant to and do constitute the County Board's reasons for finding a violation and the penalty imposed as required by Section 110.073 of the Wright County Code.

Dated: November 13, 2024.

Scott T. Anderson

Scott T. Anderson
Hearing Officer

RESOLUTION ##
BOARD OF WRIGHT COUNTY COMMISSIONERS

DATE ADOPTED:

Tina Diedrick	District 1
Darek Vetsch	District 2
Jeanne Holland	District 3
Nadine Schoen	District 4
Michael Kaczmarek	District 5

RESOLUTION

Page 1 of 2

A Resolution Approving the Findings of the Hearing Officer for Tobacco License Appeal of Casey's Albertville, MN

WHEREAS, the County of Wright conducted a hearing on November 12, 2024, regarding the appeal of Casey's, Albertville, MN for a fine and license suspension;

WHEREAS, a hearing officer, Scott Anderson, was appointed to preside over the hearing and prepare findings of fact and recommendations;

WHEREAS, the hearing officer has submitted a report detailing the findings and recommendations dated November 13, 2024;

WHEREAS, the Wright County Board of Commissioners has reviewed the findings and recommendations of the hearing officer and finds them to be thorough and well-supported by the evidence presented;

Motion by Commissioner _____ **Seconded by Commissioner** _____

Roll Call Vote:

	YES	ABSENT	NO	ABSTAIN
DIEDRICK				
VETSCH				
HOLLAND				
SCHOEN				
KACZMAREK				

STATE OF MINNESOTA)
ss.
County of Wright)

Witness my hand and official seal at Buffalo, Minnesota, this

Select Signer

Version 2

RESOLUTION ##

BOARD OF WRIGHT COUNTY COMMISSIONERS

DATE ADOPTED:

Tina Diedrick	District 1
Darek Vetsch	District 2
Jeanne Holland	District 3
Nadine Schoen	District 4
Michael Kaczmarek	District 5

RESOLUTION ##

NOW, THEREFORE, BE IT RESOLVED, that the Wright County Board of Commissioners hereby approves the findings of the hearing officer as outlined in the report dated November 13, 2024, and incorporates the attached report and conclusions as if fully stated herein;

BE IT FURTHER RESOLVED, that the Wright County Board of Commissioners directs that Casey's Albertville, MN located at 11000 57th Street N.E., Albertville, MN 55301 license to sell Tobacco, Tobacco-related devices, and Electronic delivery devices shall be suspended for a period of 30 days due to its code violation of County Tobacco Regulations on June 19, 2024, by selling regulated materials to a buyer who was under the age of 21.

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately upon its passage.

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Greg Kryzer

Requestor Title
Interim County Administrator

Department (please use dropdown to select department) *
ADMINISTRATION

Target Meeting Date *
11/19/2024 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
(•) Consent Agenda ( ) Timed Agenda
( ) Item for Consideration

Originator
JAE4296

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Approve and Adopt Recommendations from the Ways & Means Committee Meeting (11-4-2024)

Short Title (what will appear on Agenda outline - 250 character max.) *
Approve and Adopt Recommendations from the Ways & Means Committee Meeting (11.4.2024)

Value Stream the request primarily aligns with:

Briefly describe how the request aligns with the selected value stream.

Describe the impact on staffing resources.

Fiscal Impact:

Background/Justification:

Route for Review and Approval

- [ ] County Administrator
- [x] Assistant County Administrator
- [ ] Finance Review
- [ ] Legal Review
- [ ] Risk Mgmt Review
- [ ] Skip Workflow

Agenda Item Attachments (1)

Document Name	Attachment Type
11.4.2024 Ways & Means Commtittee Recommendations.docx	Attachment

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision

Approved

Notes

COMMITTEE RECOMMENDATIONS

WAYS & MEANS COMMITTEE

MONDAY, NOVEMBER 4, 2024

Tina Diedrick	District 1
Darek Vetsch	District 2
Jeanne Holland	District 3
Nadine Schoen	District 4
Mike Kaczmarek	District 5

I. Review Revisions To Commissioners Handbook

RECOMMENDATION: *The committee's consensus was to bring forward board approval to make the recommended revisions to the Commissioners Handbook.*

II. Review and Discuss Additional Items For Consideration

RECOMMENDATION: *The committee's consensus was to make the following recommendations to the Wright County Board of Commissioners Handbook:*

- *Legislative Powers*
- *Goal-setting and Long-Range Planning*
  - *Identify issues and needs that hinder your mission and direction.*
  - *Set goals and objectives to address obstacles and realize your mission.*
  - *Determine strategies to meet goals and objectives.*
  - *Set priorities and timelines for completing goals and objectives.*
  - *Accomplish the work.*
  - *Evaluate the results.*

III. Review and Discuss How Minutes Are Documented

RECOMMENDATION: *The committee's consensus was to accept changes applying to committee minutes to include only attendees and actions.*

DRAFT

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Greg Kryzer

Requestor Title
Interim County Administrator

Department (please use dropdown to select department) *
ADMINISTRATION

Target Meeting Date *
11/19/2024 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
( ) Consent Agenda ( ) Timed Agenda
(•) Item for Consideration

Originator
KAK4327

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Approve and Adopt Recommendations from the Personnel Committee Meeting (11-04-2024)

Short Title (what will appear on Agenda outline - 250 character max.) *
Approve and Adopt Recommendations from the Personnel Committee Meeting (11-04-2024)

Value Stream the request primarily aligns with:

Briefly describe how the request aligns with the selected value stream.

Describe the impact on staffing resources.

Fiscal Impact:

Background/Justification:

Route for Review and Approval

- [ ] County Administrator
- [x] Assistant County Administrator
- [ ] Finance Review
- [ ] Legal Review
- [ ] Risk Mgmt Review
- [ ] Skip Workflow

Agenda Item Attachments (1)

Document Name	Attachment Type
11-04-2024 Personnel Committee Recommendations.docx	Attachment

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision

Approved

Notes

RECOMMENDATIONS

PERSONNEL COMMITTEE

November 4, 2024

DATE APPROVED: [DRAFT]

Tina Diedrick	District 1
Darek Vetsch	District 2
Jeanne Holland	District 3
Nadine Schoen	District 4
Michael Kaczmarek	District 5

THESE RECOMMENDATIONS ARE IN DRAFT FORMAT AND REQUIRE APPROVAL BY THE COUNTY BOARD

I. **Personnel Policy Section 303** – Policy changes made regarding the county's move to have a Health Savings Account (HSA) plan.

II. **Personnel Policy Section 301** – Policy changes primarily regarding Earned Sick & Safe Time (ESST) requirements.

III. **Personnel Policy Section 500** – A number of changes regarding safety, break periods, comp time, parking, attire, key cards, and some other miscellaneous changes.

IV. **Personnel Policy Section 602** – Changes regarding statutory leave requirements.

V. **Personnel Policy Section 701**- Changes in language regarding reporting misconduct, filing a false allegation and retaliation

VI. **Hiring timing of Health & Human Services (HHS) staff** – Administration requests a brief conversation about the timing of hiring some HHS social worker staff. HHS has been authorized to hire several new workers in 2025, and given some current circumstances, Administration would like to begin the recruitment process for one of those positions now to be hired in early 2025.

RECOMMENDATIONS: *The committee consensus was to bring forward for board approval:*

- *Amendments to Personnel Policy Sections 301, 303, 500, 602, and 701.*
- *Authorization of Human Resources to begin hiring process of one Social Worker position with a start date in January 2025.*

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Greg Kryzer

Requestor Title
Interim County Administrator

Department (please use dropdown to select department) *
ADMINISTRATION

Target Meeting Date *
11/19/2024 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
(•) RFBA ( ) Minutes Submission ( ) Warrants Submission

Target Section
(•) Consent Agenda ( ) Timed Agenda
( ) Item for Consideration

Originator
KAK4327

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Approve and Adopt Recommendations from the County Board Workshop (11-12-2024)

Short Title (what will appear on Agenda outline - 250 character max.) *
Approve and Adopt Recommendations from the County Board Workshop (11-12-2024)

Value Stream the request primarily aligns with:

Briefly describe how the request aligns with the selected value stream.

Describe the impact on staffing resources.

Fiscal Impact:

Background/Justification:

Route for Review and Approval

- [ ] County Administrator
- [x] Assistant County Administrator
- [ ] Finance Review
- [ ] Legal Review
- [ ] Risk Mgmt Review
- [ ] Skip Workflow

Agenda Item Attachments (0)

Document Name	Attachment Type

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision

Approved

Notes

BOARD WORKSHOP RECOMMENDATIONS

BOARD OF WRIGHT COUNTY COMMISSIONERS

November 12, 2024

DATE APPROVED: DRAFT

Tina Diedrick	District 1
Darek Vetsch	District 2
Jeanne Holland	District 3
Nadine Schoen	District 4
Michael Kaczmarek	District 5

THESE RECOMMENDATIONS ARE IN DRAFT FORMAT AND REQUIRE COUNTY BOARD APPROVAL

1. Quarterly Investment Review (Finance/Ehlers)

RECOMMENDATION: *Informational Only.*

2. Minnesota Inter-County Association (MICA) Membership

RECOMMENDATION: *Consensus was for Administration to move forward with staff preparing a financial package for membership to MICA to be presented and voted on at the November 19, 2024 board meeting.*

3. Federal Lobbyist - Primacy Strategy Group (PSG)

RECOMMENDATION: *Consensus was for Administration to move forward with contacting PSG for contract rates, evaluate funding available in the Professional Services line item budgeted for 2025, and report back to the board for further consideration.*

4. Public Survey Preliminary Action Items

- **Creation of a Customer Service Philosophy**
- **"E" Newsletter**

RECOMMENDATION: *Consensus was for staff to move forward with four actions items based on the data from the 2024 public survey. Action items were:*

1. *Revamp the Public Engagement Survey and establish an annual survey and report.*
2. *Publish a public-facing Customer Service Dashboard highlighting the county's customer service survey results and providing a year-to-year benchmark.*
3. *Create a Wright County Customer Service Philosophy that will be shared with all employees and included in the new employee welcome packet.*
4. *Create a bi-annual "E" Newsletter to help connect citizens with county government, inform citizens of county programs, events, and important information, tell the story of county services, and provide general education.*

5. FBI Request for Extension

RECOMMENDATION: *Informational Only.*

6. Central Minnesota Regional Planning (CMRP) Agreement

RECOMMENDATION: *Informational Only.*

7. Break

8. Fair Board Audit Clarifications

RECOMMENDATION: *Consensus of the board was for the Wright County Fair Board to gather cost estimates for a non-profit audit for 2024 and 2023, provide Administration with Fair Board financial statements and reports. Findings would be reported to the board at a scheduled board workshop and final audit expectations reviewed.*

9. Commissioner Updates

RECOMMENDATION: *Informational only.*

10. Adjourn

WRIGHT COUNTY
MINNESOTA

Agenda Item

Destination and Workflow

Meeting Type: *
Board Meeting

Requestor Name
Heather Lemieux

Requestor Title
Assistant Finance Director

Department (please use dropdown to select department) *
FINANCE & TAXPAYER SERVICES

Target Meeting Date *
11/19/2024 9:00 AM - Board of Wright County Commissioners

Agenda Item Type
○ RFBA ○ Minutes Submission ◉ Warrants Submission

Target Section
○ Consent Agenda ○ Timed Agenda
○ Item for Consideration

Originator
HML7582

Item Details

Board Action Requested (this is what will appear on the Agenda) *
Warrants Issued

Short Title (what will appear on Agenda outline - 250 character max.) *
Warrants Issued

Agenda Item Attachments (1)

Document Name	Attachment Type
11.19.24 WC Disbursements by War.pdf	Attachment

☐ Hide RFBA Review

RFBA Review

Assistant County Administrator Review

Assistant County Administrator Decision
Approved

Notes

WRIGHT COUNTY MINNESOTA

Disbursements by Warrant Number

Report Date GMT 11/12/24 3:07 PM

Date Range: 10/29/2024 to 11/11/2024

PII: NO **Business Unit:** 300000006871689

Warrant#	Warrant Date	Vendor Name / Account Number	Amount	Description	Invoice Number	1099
113701	46433	MN DEPT OF PUBLIC SAFETY				
	2024-10-29	84-041-000-0000-6820-000000	$22,997.16	MNDRIVE	20241029MV	N
113701	**46433**	**MN DEPT OF PUBLIC SAFETY**	**$22,997.16**			
113702	609	DESIGN ELECTRICAL INC-COLD SPRING ELEC.				
	2024-10-29	03-350-000-0000-6543-000000	$338.00	CSAH 18/19 SIGNAL MAINTENANCE	24327	N
	2024-10-29	03-350-000-0000-6543-000000	$315.83	TH 55/CSAH 12 SIGNAL MAINTENANCE	24328	N
	2024-10-29	03-350-000-0000-6543-000000	$168.50	CSAH 42/87TH SIGNAL MAINTENANCE	24329	N
113702	**609**	**DESIGN ELECTRICAL INC-COLD SPRING ELEC.**	**$822.33**			
113705	1192	TOTAL PRINTING				
	2024-10-29	01-025-000-0000-6411-000000	$65.00	500 #10 Window Envelopes	14027	Y
	2024-10-29	01-025-000-0000-6411-000000	$240.00	3,000 #10 Regular Envelopes	14027	Y
113705	**1192**	**TOTAL PRINTING**	**$305.00**			
113706	1203	CATHLEEN GABRIEL				
	2024-10-29	01-013-000-0000-6270-000000	$100.00	Appearance PR-24-4626	20241021	Y
	2024-10-29	01-013-000-0000-6270-000000	$625.00	Atty Fee PR-24-3088	20241021	Y
	2024-10-29	01-013-000-0000-6270-000000	$200.00	Atty Fee PR-20-2195	20241021	Y
	2024-10-29	01-013-000-0000-6270-000000	$100.00	Appearance fee P5-02-001264	20241021	Y
	2024-10-29	01-013-000-0000-6270-000000	$325.00	Atty Fee FA--24-2045	20241021	Y
113706	**1203**	**CATHLEEN GABRIEL**	**$1,350.00**			
113707	1264	DELL MARKETING LP				
	2024-10-29	11-430-700-0060-6480-000000	$284.99	BASE,DS,WD22TB4 US 180W;Dell Thunderbolt 4 Dock - WD22TB4	10772157476	N
	2024-10-29	11-430-700-0060-6480-000000	$1,426.51	Base;Dell Latitude 7350 XCTO	10772157476	N
	2024-10-29	11-430-700-0030-6480-000000	$142.50	BASE,DS,WD22TB4 US 180W;Dell Thunderbolt 4 Dock - WD22TB4	10772157492	N
	2024-10-29	11-430-700-0060-6480-000000	$142.49	BASE,DS,WD22TB4 US 180W;Dell Thunderbolt 4 Dock - WD22TB4	10772157492	N
	2024-10-29	11-430-700-0060-6480-000000	$713.25	Base;Dell Latitude 7350 XCTO	10772157492	N
	2024-10-29	11-430-700-0030-6480-000000	$713.26	Base;Dell Latitude 7350 XCTO	10772157492	N
	2024-10-29	11-430-700-0060-6480-000000	$284.99	BASE,DS,WD22TB4 US 180W;Dell Thunderbolt 4 Dock - WD22TB4	10776092270	N
	2024-10-29	11-430-700-0060-6480-000000	$1,426.51	Base;Dell Latitude 7350 XCTO	10776092270	N
	2024-10-29	11-450-430-0010-6480-000000	$1,426.51	Base;Dell Latitude 7350 XCTO	10776397208	N
	2024-10-29	11-450-430-0010-6480-000000	$284.99	BASE,DS,WD22TB4 US 180W;Dell Thunderbolt 4 Dock - WD22TB4	10776397208	N
	2024-10-29	01-201-000-0000-6480-000000	$4,540.64	Precision 3680 Tower;Precision 3680 Tower CTO Base	10776508488	N
	2024-10-29	01-025-028-0000-6480-000000	$3,898.16	Base;Dell Latitude 7350 XCTO	10778625670	N
	2024-10-29	01-025-028-0000-6480-000000	$1,139.96	BASE,DS,WD22TB4 US 180W;Dell Thunderbolt 4 Dock - WD22TB4	10778625670	N
	2024-10-29	01-025-028-0000-6480-000000	$3,412.42	Base;Dell Latitude 5550 XCTO Base	10778625670	N
113707	**1264**	**DELL MARKETING LP**	**$19,837.18**			
113708	1280	RICHARD HERMES				
	2024-10-29	01-013-000-0000-6261-000000	$125.00	Visitor Fee Claim PR-24-5094	20241025	Y
	2024-10-29	01-013-000-0000-6261-000000	$22.61	Visitor Fee Mileage PR-24-5094	20241025	Y
	2024-10-29	01-013-000-0000-6261-000000	$125.00	Visitor Fee Claim PR-24-4938	20241025	Y
	2024-10-29	01-013-000-0000-6261-000000	$25.27	Visitor Fee Mileage PR-24-4938	20241025	Y
	2024-10-29	01-013-000-0000-6261-000000	$125.00	Visitor Fee Claim PR-24-4938	20241025	Y
	2024-10-29	01-013-000-0000-6261-000000	$22.61	Visitor Fee Mileage PR-24-4938	20241025	Y
	2024-10-29	01-013-000-0000-6261-000000	$125.00	Visitor Fee Claim PR-09-4972	20241025	Y
	2024-10-29	01-013-000-0000-6261-000000	$34.58	Visitor Fee Mileage PR-09-4972	20241025	Y
113708	**1280**	**RICHARD HERMES**	**$605.07**			
113709	1298	JONES LAW OFFICE				

	2024-10-29	01-013-000-0000-6270-000000	$135.00	Atty Fee P6-05-4530	20241025	N
	2024-10-29	01-013-000-0000-6270-000000	$30.00	Atty Fee P3-05-000807	20241025	N
	2024-10-29	01-013-000-0000-6270-000000	$50.00	Atty Fee PR-21-3474	20241025	N
113709	**1298**	**JONES LAW OFFICE**	**$215.00**			
113710	1347	AMAZON BUSINESS				
	2024-10-29	01-063-021-0000-6411-000000	$26.97	(50 Pads) Sticky Notes 1.5x2, Vintage Colors, 10 Colors Self Sticky Notes, Sticky Pads, Recyclable, Self-Stick Pads, Easy to Post for Home, Office, Notebook	1VTX-RPYH-9TYW	N
	2024-10-29	01-063-021-0000-6411-000000	$25.26	Post-it 100% Recycled Paper Super Sticky Notes, 2X The Sticking Power, 3x3 in, 12 Pads/Pack, 70 Sheets/Pad, Wanderlust Pastels Collection	1VTX-RPYH-9TYW	N
	2024-10-29	01-031-021-0000-6411-000000	$5.99	Sticky Notes, 12 Pads, 3x3 inches, Aesthetic Vintage Self-Sticky Note Pads, Ideal for Office, Study, and Daily Life Organization - Neutral Colors	1VTX-RPYH-9TYW	N
	2024-10-29	01-063-021-0000-6411-000000	$21.57	9 Pads Lined Sticky Notes 4x6 in Post, Vintage Colors Self Pad Its, Super Sticking Power Memo Pads Its, 40 Sheets/pad	1VTX-RPYH-9TYW	N
	2024-10-29	01-063-021-0000-6411-000000	($0.60)	Promotions & discounts	1VTX-RPYH-9TYW	N
113710	**1347**	**AMAZON BUSINESS**	**$79.19**			
113711	1440	SOUTHSIDE TOWNSHIP				
	2024-10-29	20-393-111-0000-6840-000000	$942.00	Recycling Quarterly Reimbursement for Quarter 3 for 2024	20241015	N
113711	**1440**	**SOUTHSIDE TOWNSHIP**	**$942.00**			
113712	1840	ISD 877 - BUFFALO				
	2024-10-29	12-450-442-0221-6261-000000	$700.00	JACKIE BRICKMAN, INC: Behavior Plan 2024-2025 Fiscal Year	2024.07-09	N
	2024-10-29	12-450-442-0221-6261-000000	$104.65	Salary: Przekurat, Dawn Pay $89.91 Fringe $14.74	2024.07-09	N
	2024-10-29	12-450-442-0221-6261-000000	$313.96	Salary: Ryder, Michelle Pay $269.73 Fringe $44.23	2024.07-09	N
	2024-10-29	12-450-442-0221-6261-000000	$2,500.00	JACKIE BRICKMAN, INC: Behavior Plan 2024-2025 Fiscal Year	2024.07-09	N
	2024-10-29	12-450-442-0221-6261-000000	$1,308.15	Supplies: Reset Room-Pocket Chart, Room Supplies, Privacy Film	2024.07-09	N
	2024-10-29	12-450-442-0221-6261-000000	$209.30	Salary: Anundson, Susan Pay $179.82 Fringe $29.48	2024.07-09	N
	2024-10-29	12-450-442-0221-6261-000000	$79.68	Salary: Coppes, Kristen Pay $69.20 Fringe $10.48	2024.07-09	N
	2024-10-29	12-450-442-0221-6261-000000	$209.31	Salary: Illies, Amy Pay $179.82 Fringe $29.49	2024.07-09	N
	2024-10-29	12-450-442-0221-6261-000000	$151.81	Salary: Lund, Andrea Pay $131.84 Fringe $19.97	2024.07-09	N
	2024-10-29	12-450-442-0221-6261-000000	$209.31	Salary: Olson, Melanie Pay $179.82 Fringe $29.49	2024.07-09	N
	2024-10-29	12-450-442-0221-6261-000000	$68.30	Salary: Pieper, Kristan Pay $59.31 Fringe $8.99	2024.07-09	N
	2024-10-29	12-450-442-0221-6261-000000	$209.31	staff salary - SS, JT, CW	2024.07.9.30	N
	2024-10-29	12-450-442-0221-6261-000000	$209.30	staff salary SS, JT, CW	2024.07.9.30	N
	2024-10-29	12-450-442-0221-6261-000000	$250.42	staff salary SS, JT, CW	2024.07.9.30	N
113712	**1840**	**ISD 877 - BUFFALO**	**$6,523.50**			
113713	2715	SHI INTERNATIONAL CORP				
	2024-10-29	01-063-065-0000-6260-000000	$10,947.40	Tenable license and support renewal for 10/1/2024 to 10/1/2025	B18975762	N
113713	**2715**	**SHI INTERNATIONAL CORP**	**$10,947.40**			
113714	3328	MEEKER COOPERATIVE LIGHTS & POWER				
	2024-10-29	03-350-000-0000-6543-000000	$60.52	STREET LIGHTS	1024 3251100	N
113714	**3328**	**MEEKER COOPERATIVE LIGHTS & POWER**	**$60.52**			
113715	3331	DIAMOND MOWERS INC				
	2024-10-29	03-380-000-0000-6574-000000	$1,738.92	HWY REPAIR PARTS	273708	N
	2024-10-29	03-380-000-0000-6574-000000	$431.46	HWY REPAIR PARTS	273739	N
113715	**3331**	**DIAMOND MOWERS INC**	**$2,170.38**			
113716	3365	WSB & ASSOCIATES INC				
	2024-10-29	03-320-000-0000-6505-000000	$26,076.19	8602-55 WRIGHT COUNTY 14 & TH 12 and at WRIGHT County 113 &TH 25	R-025304-000-2	N
	2024-10-29	03-320-000-0000-6505-000000	$10,440.93	083-001 TH 25-CSAH 83 Roundabout - Construction Services	R-025304-000-2	N
113716	**3365**	**WSB & ASSOCIATES INC**	**$36,517.12**			
113718	4257	CANON FINANCIAL SERVICES, INC				
	2024-10-29	11-420-600-0020-6343-000000	$47.63	MACHINERY OR EQUIPMENT LEASE	35817679	N
	2024-10-29	11-430-700-0020-6343-000000	$104.19	MACHINERY OR EQUIPMENT LEASE	35817679	N
	2024-10-29	11-450-430-0020-6343-000000	$34.24	MACHINERY OR EQUIPMENT LEASE	35817679	N
113718	**4257**	**CANON FINANCIAL SERVICES, INC**	**$186.06**			
113719	5984	ACF TECHNOLOGIES, INC.				
	2024-10-29	11-480-895-0020-6260-000000	$0.00	EXT0400: SMS Text Block	#INV6295	N
	2024-10-29	01-041-043-0000-6260-000000	$0.00	EXT0400: SMS Text Block	#INV6295	N
	2024-10-29	11-450-430-0020-6260-000000	$22.32	EXT0400: SMS Text Block	#INV6295	N
	2024-10-29	11-430-700-0020-6260-000000	$67.94	EXT0400: SMS Text Block	#INV6295	N
	2024-10-29	11-420-600-0020-6260-000000	$31.06	EXT0400: SMS Text Block	#INV6295	N
113719	**5984**	**ACF TECHNOLOGIES, INC.**	**$121.32**			
113720	6161	PERFORMANCE KENNELS INC				
	2024-10-29	01-201-000-0000-6261-000000	$131.20	Nutrisource Performance dog food	3355	N
113720	**6161**	**PERFORMANCE KENNELS INC**	**$131.20**			
113721	6231	CINTAS CORPORATION NO. 2				
	2024-10-29	03-310-000-0000-6806-000000	$294.63	HIGHWAY UNIFORMS - BUFFALO	4208870176	N
	2024-10-29	03-310-000-0000-6806-000000	$36.96	HIGHWAY UNIFORMS - MAPLE LAKE	4209041291	N
	2024-10-29	03-310-000-0000-6806-000000	$31.21	HIGHWAY UNIFORMS - OTSEGO	4209184194	N
113721	**6231**	**CINTAS CORPORATION NO. 2**	**$362.80**			
113722	6388	LAW OFFICE OF ERIC SCHMIDTKE, PLLC				
	2024-10-29	01-013-000-0000-6270-000000	$40.00	Atty Fee JV-24-4579	20241021	N
	2024-10-29	01-013-000-0000-6270-000000	$70.00	Atty Fee JV-24-4435	20241021	N
	2024-10-29	01-013-000-0000-6270-000000	$1,310.00	Atty Fee JV-24-3722	20241021	N
	2024-10-29	01-013-000-0000-6270-000000	$110.00	Atty Fee JV-24-1066	20241021	N
	2024-10-29	01-013-000-0000-6270-000000	$150.00	Atty Fee JV-24-420	20241021	N
	2024-10-29	01-013-000-0000-6270-000000	$230.00	Atty Fee JV-23-5257	20241021	N
113722	**6388**	**LAW OFFICE OF ERIC SCHMIDTKE, PLLC**	**$1,910.00**			
113723	6915	OFFICE OF MN IT SERVICES				

	2024-10-29	11-430-760-6150-6030-000000	$194.25	INTRPR SVCS-ADMIN INTRPR SVCS-PH C&TC	W24090584	N
	2024-10-29	11-450-472-0010-6035-000000	$23.10	INTRPR SVCS-PH FPSP INTRPR SVCS-PH EBHV	W24090584	N
	2024-10-29	11-450-430-0010-6035-000000	$469.35	INTRPR SCVS-PH CARSEAT/Non-MA INTRPR SVCS-FS/SS CHILD Non-MA	W24090584	N
	2024-10-29	11-430-760-6150-6030-000000	$465.15	INTRPR SVCS-FS/SS ADULT Non-MA	W24090584	N
	2024-10-29	11-420-650-4401-6040-000000	$1,182.30	INTRPR SVCS-MA INTRPR SVCS-PH-COVID FY__ SERVICE REBATE	W24090584	N
113723	**6915**	**OFFICE OF MN IT SERVICES**	**$2,334.15**			
113725	200181	MICHAEL PEPIN				
	2024-10-29	01-013-000-0000-6270-000000	$10,600.00	Atty Fee JV-22-988	00146	Y
113725	**200181**	**MICHAEL PEPIN**	**$10,600.00**			
113726	200250	POMP'S TIRE SERVICE INC				
	2024-10-29	03-380-000-0000-6570-000000	$678.48	HWY TIRES	2330011465	N
113726	**200250**	**POMP'S TIRE SERVICE INC**	**$678.48**			
113727	200679	DSC COMMUNICATIONS				
	2024-10-29	03-340-000-0000-6560-000000	$194.00	RADIO INSTALL #800	2248167	N
	2024-10-29	01-201-000-0000-6245-000000	$100.00	FCC LICENSE	2248283	N
113727	**200679**	**DSC COMMUNICATIONS**	**$294.00**			
113728	5110	SHRED-N-GO, INC				
	2024-10-29	01-100-000-0000-6261-000000	$357.00	Shredding Services	174204	N
113728	**5110**	**SHRED-N-GO, INC**	**$357.00**			
113730	200742	GENUINE PARTS COMPANY INC.				
	2024-10-29	03-380-000-0000-6574-000000	$26.24	HWY REPAIR PARTS	0906453	N
	2024-10-29	03-380-000-0000-6574-000000	$499.75	HWY REPAIR PARTS	904245	N
	2024-10-29	03-380-000-0000-6574-000000	$345.00	HWY REPAIR PARTS	904460	N
	2024-10-29	03-380-000-0000-6574-000000	$97.78	HWY REPAIR PARTS	904682	N
	2024-10-29	03-380-000-0000-6574-000000	$5.48	HWY REPAIR PARTS	904715	N
	2024-10-29	03-380-000-0000-6574-000000	$64.74	HWY REPAIR PARTS	904751	N
	2024-10-29	03-380-000-0000-6574-000000	$52.72	HWY REPAIR PARTS	904799	N
	2024-10-29	03-380-000-0000-6574-000000	$56.73	HWY REPAIR PARTS	905903	N
	2024-10-29	03-380-000-0000-6574-000000	$44.59	HWY REPAIR PARTS	906238	N
	2024-10-29	03-380-000-0000-6574-000000	$61.36	HWY REPAIR PARTS	906455	N
	2024-10-29	03-380-000-0000-6574-000000	$132.70	HWY REPAIR PARTS	906551	N
	2024-10-29	03-380-000-0000-6574-000000	$12.40	HWY REPAIR PARTS	906572	N
	2024-10-29	03-380-000-0000-6574-000000	$36.80	HWY REPAIR PARTS	906866	N
	2024-10-29	03-380-000-0000-6574-000000	$7.43	HWY REPAIR PARTS	906869	N
	2024-10-29	03-380-000-0000-6574-000000	$80.97	HWY REPAIR PARTS	906963	N
	2024-10-29	03-380-000-0000-6411-000000	$4.44	SHOP SUPPLIES	906966	N
	2024-10-29	03-380-000-0000-6574-000000	$15.15	HWY REPAIR PARTS	907059	N
	2024-10-29	01-521-021-0000-6452-000000	($1.08)	CM Air chisel hammer bit for shop	907145	N
113730	**200742**	**GENUINE PARTS COMPANY INC.**	**$1,543.20**			
113731	289	POWERDMS INC				
	2024-10-29	01-201-000-0000-6260-000000	$7,840.00	PowerReady Subscription 12/20/24-12/19/25	INV-120573	N
113731	**289**	**POWERDMS INC**	**$7,840.00**			
113732	321	BRAUN INTERTEC CORPORATION				
	2024-10-29	03-326-000-0000-6261-000000	$4,533.60	SP 602-012, BRIDGE #86534CSAH 2 MATERIALS TESTING	B404750	N
113732	**321**	**BRAUN INTERTEC CORPORATION**	**$4,533.60**			
113733	412	NORTH CENTRAL INTERNATIONAL OF ST. CLOU				
	2024-10-29	03-380-000-0000-6574-000000	$128.07	HWY REPAIR PARTS	X220100006	Y
	2024-10-29	03-380-000-0000-6574-000000	$142.74	HWY REPAIR PARTS	X220100425	Y
	2024-10-29	03-380-000-0000-6574-000000	$69.97	HWY REPAIR PARTS	X220100428	Y
113733	**412**	**NORTH CENTRAL INTERNATIONAL OF ST. CLOU**	**$340.78**			
113734	46433	MN DEPT OF PUBLIC SAFETY				
	2024-10-30	84-041-000-0000-6820-000000	$20,028.74	MNDRIVE	20241030MN	N
113734	**46433**	**MN DEPT OF PUBLIC SAFETY**	**$20,028.74**			
113735		US BANK				
	2024-10-30	01-000-000-0000-6801-000000	$39.95	iPhone wallet card holders	454109-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$41.20	USB to USB adapters	454109-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$55.82	Posters for Moving On Program	454110-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$55.82	Posters for Moving On Program	454110-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$57.96	Posters for Moving On Program	454110-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$24.95	Reimbursed by Ahlers funds	454110-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$702.25	24 rolls of barcode labels 24 rolls of printer ribbon	454111-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$159.45	Batteries for AEDs and key fobs	454112-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$79.79	SSB replacements thermostats	454113-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$13.86	Batteries for Bertram thermostat.	454114-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$102.35	electrical ground box bertram park	454115-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$26.55	Amazon	454116-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$27.44	Amazon	454116-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$24.49	Amazon	454117-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$629.98	Thero RealTruck	454117-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$24.27	Sticky notes	454118-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$5.86	batteries	454118-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$51.41	Gas for blower	454119-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$106.25	drywall for bathroom repair and salt for softner at caretakers house	454119-2024-10-24	

	2024-10-30	01-000-000-0000-6801-000000	$9.42	wide blade - tractor	454120-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$46.71	Brass Fittings-RPZ	454120-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$38.52	nuts and bolts for JD scraper blades	454120-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$31.91	IT-Fomby safe for AS400 tapes	454121-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$53.50	Forks Spoons Knives	454122-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$202.46	Hi visability Jackets and Vests	454123-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$120.07	HI visability Jackets	454123-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$345.55	16gb & 256gb USBs for forensics	454124-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$119.90	128gb USBs for forensics	454124-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$12.95	Display Ports to HDMI	454124-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$87.27	UA Collector Pans	454125-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$83.98	Projects office addition parts	454126-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$404.10	Septic Lid replacements - 788 - 360 - Order# 55765756	454127-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$19.85	Plumbing - Chalet Far toilet flush handle - 799 - 360 - Invoice# 3685117	454127-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$500.00	use of force instructor course thru MSA 2 officers	454128-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$12.69	2025 planner	454129-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	($9.35)	Planner return	454129-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$111.12	GC hot water recirc leak repair	454130-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$26.85	Candy for Bertram Bootacular	454131-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$59.00	Car Seat	454132-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$25.00	FAR search for step parent adoption ME	454133-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$225.55	Concrete for Gate Foundation- Alama N. Gate 784 - 334	454134-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$2,775.10	Zoom	454135-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$47.25	Spray adhesive	454136-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$105.25	Amazon	454137-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$129.33	Safety Equipment - High Visibility PPE	454138-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$155.93	Cable Tester, Display Ports, Label Maker	454139-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$49.64	Reimbursed by ATI Alternative to Incarceration Funds - the charge to the credit card is different from the receipt by 11 cents. I have attached the original receipt/invoice and a declaration of expenses	454140-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$36.48	business cards	454140-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$2,781.68	Reimbursed by ATI Alternatives to Incarceration	454140-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$44.98	printer paper	454140-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$67.76	Amazon	454141-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$179.00	Mini fridge	454142-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$26.90	Ramp cables, #0738, $26.90, Order # 114-1296477-8792269	454143-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$21.00	Ramp cable roller kit, #0738, $21.00, Order # 114-6324960-3103467	454143-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$21.30	Marker light, #0649, $21.30, Order # 114-5960721-0527405	454143-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$677.90	4 Herbicide Replacement Sprayers, repair gaskets and upgraded carrying systems - Order# 860342	454144-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$1,223.66	PWB Herbicide Storage Containment - 699 - 312 Order# 27243145	454144-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$148.45	Water Heater Electric Anode Rod - 763 - 360 - Order# 111-7060452-0109044	454144-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$81.73	Warning Magnets for Winterizing Electrical Panels at Parks. - Various Parks - Order# 111-3688645-7773854	454144-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$28.19	Cordless Vacuum Filters Replacements - Order# 111-1803336-2388233	454144-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$17.09	Zip-tie lock for Winterizing Hydrants - 788 - 360 Order# 111-9265068-1177846	454144-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$31.67	Mow crew safety glasses 2.5 cheaters & dust foam (Keith Quady) Order# 111-7152223-4341003	454144-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$154.12	Conference Hotel - Barry R	454145-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$325.00	MOWA - Jacob W	454145-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$9.35	2024 calendar	454146-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$655.01	Promoting First Relationships	454147-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$655.01	Promoting First Relationships	454147-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$546.00	K9 boarding while on vacation	454148-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$68.40	Laminator, tape, door stops, order #113-3484611-8596232, rcvd 10/8/24	454149-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$795.00	Ben Schaap Leeda	454150-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$217.17	supplies for disabled veterans waterfowl hunt	454151-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$56.71	Amazon	454152-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$631.74	replacement condenser fan motor hwy AC	454153-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$30.00	Microsoft Conference Nov 19-21, 2024	454154-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$30.00	Microsoft Conference Nov 19-21, 2024	454154-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$30.00	Microsoft Conference Nov 19-21, 2024	454154-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$30.00	Microsoft Conference Nov 19-21, 2024	454154-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$213.96	Microsoft Conference Nov 19-21, 2024	454154-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$268.45	Microsoft Conference Nov 19-21, 2024	454154-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$213.96	Microsoft Conference Nov 19-21, 2024	454154-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$213.96	Microsoft Conference Nov 19-21, 2024	454154-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$17.99	HotelBooking ServFee	454155-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$634.93	Hotel Res Radisson Hotel	454155-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$419.35	Historical site exit light battery replacement.	454156-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$66.59	OSI batteries	454157-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$12.62	Drivers License fee. C.S	454158-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$587.10	Drivers license fee. C.S	454158-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$3,980.00	SQ Class A Leasing	454159-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$315.00	Community Center pass for supervised visits for client, J.H., and children.	454160-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$558.12	Hotel stay for GIS/LIS Conference	454161-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$10.00	PARKING FOR GIS/LIS CONFERENCE	454161-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$89.94	Oil Trays for Tack Trailer	454162-2024-10-24	

	2024-10-30	01-000-000-0000-6801-000000	$62.39	cleaning supplies for campground buildings	454163-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$457.50	MN GIS/LIS CONFERENCE	454164-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$228.75	LODGING FOR MACS AT MN GISLIS MEET ME AT THE CORNER	454165-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$45.00	FAR search for step parent adoption case MA	454166-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$141.00	MLS Dues - Dan M.	454167-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$6.43	Lubrication - For buildings, gates etc. Invoice# 3679946	454168-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$55.00	Availity	454169-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$53.23	D batteries & 12 volt battery	454170-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$34.74	Trunk or Treat / Bertram Event	454171-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$273.36	Hotel for Alex Murray during GIS/LIS conference	454172-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$284.80	Hotel for Larkin Walter during GIS/LIS conference	454172-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$284.80	Hotel for Ashley Johnson during GIS/LIS conference	454172-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$108.30	Walmart	454173-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$147.90	OTC Brands	454173-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	($39.99)	Refund for Return of Wireless Keyboard	454174-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$5.09	Push Pins	454174-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$18.29	Planner	454174-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$59.95	Batteries, Wireless Keyboard, Tape Lysol wipes	454174-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$288.16	Training Target, Pro Targets	454175-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$1,461.00	Cameras for SSB Building	454175-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$605.00	Legal Services	454175-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$43.90	Safety Equipment - Secondary Container Labels	454176-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$359.60	iPhone 16 Phone Cases	455085-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$49.99	iPhone 16 Pro Case	455085-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$3.94	Blue Duct Tape for Jail Booking	455085-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$225.00	Fuel card for client reimbursed by ATI Alternative to Incarceration funds	455086-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$77.36	tabs, dividers, binders, folders, motivational cards	455086-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$56.71	folders and medical gloves	455086-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$263.50	The Turn Rent - reimbursed by federal grant	455086-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$17.77	labels and envelope sealer	455086-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$612.54	Reimbursed by ATI Alternative to Incarceration	455086-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$80.00	license renewal	455087-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$90.17	shower drain pieces	455087-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$45.40	Projects office addition parts	455087-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$78.80	Projects office addition parts	455087-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$547.98	Marking Paint, Power Cable, Bit. Crack Filler, Primer Paint, Scraper - Bertram Well Repair - Auth. Code 066887	455088-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$11.64	Foam Gasket tinted safety glasses for mow crew. Brad Ebeling - Dusty conditions - Order# 111-7152223-4341003	455088-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$20.68	Replacement Filters with foam sleeve for cordless vacuums - Order# 111-3122270-3204208	455088-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$68.41	Business cards - Robert and Michael	455089-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$76.30	Shelving System	455090-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$19.99	stamps.com subscription	455090-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$97.36	Cleaning towels and bags for training center	455091-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$57.92	Milwaukee cordless drill	455092-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$478.08	lodging for St. Louis County Conference - Krista Lange	455093-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$478.08	lodging St. Louis County Conference - Lisa Wilson & Jen Haller	455093-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$478.08	lodging St. Louis County Conference - Tiffany McAlpine & Jessalin Topeff	455093-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$478.08	lodging St. Louis County Conference - Brandy Vollbrecht & Blake Schaaf	455093-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$212.62	Walmart	455094-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$607.50	Amazon	455094-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$87.64	GC new Office Duct	455095-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$6.40	LEC conference rm	455096-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$39.65	Plumbing - 788 - 360 Campground Spigots - Auth. Code 053942	455097-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$140.48	partial hotel payment at conference	455098-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$129.04	partial hotel payment at conference	455098-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$385.00	Riding lessons for client JT	455099-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$35.96	stain for picnic tables	455100-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	($1.49)	Return of wrong picnic table stain	455100-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$120.22	Candy for Bertram Bootacular	455100-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$89.00	DISC ASSESSEMENT NEW HIRE	455101-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$20.43	Water testing supplies	455102-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$67.90	water testing supplies	455102-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$231.62	Water Testing Supplies	455102-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$500.00	partial pymt for 2 day St Louis conf	455103-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$180.69	Ebay	455104-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$500.00	lodging cost for conference. Rebecca Domjahn, Emily Anderson, Ellen Bizek and Brandi Kirkpatrick	455105-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$159.09	Gate - Error on Scan - 799 - 334 CSAH 39 entrance - Auth. Code 096210	455106-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$254.78	TIRC hotel for MFSRC conf-KJ & KP	455107-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$254.78	TIRC hotel for MFSRC conf-WM & MJL	455107-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$254.78	TIRC hotel for MFSRC conf-JB & EP	455107-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$254.78	TIRC hotel for MFSRC conf-KD & SM	455107-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$52.62	Elementor	455108-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$23.52	Painting & Plumbing supplies	455109-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$129.09	Trunk or Treat	455110-2024-10-24	

	2024-10-30	01-000-000-0000-6801-000000	$18.95	Admin lobby music subscription recurring	455111-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$67.50	Amazon	455112-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$64.65	Post It Notes, Photo Paper	455113-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$26.57	Legal Pads, Mini Post Its	455113-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$968.90	Safety Equipment - High Visibility PPE	455114-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$660.00	All Rise NADCP Membership Fees reimbursed by Federal Grant	455115-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$36.48	Business Cards	455115-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$22.71	Receipt tape for credit card scanner and mouse pads	455116-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$35.84	Employee cell phone case	455117-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$16.99	Keyring supplies	455117-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$109.47	93 Octane fuel, #731, $109.47, Auth code: 092230	455118-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$95.96	Signage for limiting access to Day use 788-322 - Order# 111-9470229-7304264	455119-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$15.98	2 staff calendars	455120-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$35.91	Dymo Labels	455120-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$15.98	2 staff calendars	455120-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$7.99	Staff calendar	455120-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$7.99	Staff calendar	455120-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$191.13	MNIAI CASSIDY Conference	455121-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$191.13	MNIAI Braden conference	455121-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$191.13	MNIAI Boverhuis Conference	455121-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$191.13	MNIAI Bautch Conference	455121-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$108.55	SAFE Conference Lemire	455121-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$57.24	Equate Protein Shakes/MEDICAL Inmate Welfare	455122-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$15.49	Netflix subscription/INMATE WELFARE	455122-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$821.64	replacement hot water recirculation pump JC	455123-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$76.12	Hotsy install PWB	455123-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$18.35	base for time delay relay	455123-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$20.00	GFOA Accounting Training	455124-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$50.40	Resale items for campgrounds	455125-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$68.94	Pavement Patch 797 - 332 and 798 - 332 (Csah 12 & 17 trail) Auth. Code 007509	455126-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$299.00	12' Step ladder for PWB. Moved old to Ney Park. Auth. Code # 065205	455126-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$753.00	Prairie Moon Nursery	455127-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$18.26	office supplies	455128-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$4.99	For medical from provider	455129-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$218.01	Jim O'Dell Sept 24-25 PierB Resort MACSSA Duluth - 2 Days Total	455130-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$218.01	Jim O'Dell Sept 24-25 PierB Resort MACSSA Duluth - 2 Days Total	455130-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$218.01	Jami Goodrum 2024 Sept 24 - 26 PierB Resort - MACSSA Duluth 2 Nights Total	455130-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$12.95	Canva subscription 8/24-9/24	455131-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$142.20	Ticket Holders-RPZ testing	455132-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$172.11	Community Event Supplies	455133-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$130.00	Construction Site Manager Recertification, Sec 25-252 for Andrew Lechelt	455134-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$320.00	DESIGN OF CONSTRUCTION SWPPP ONLINE TRAINING SEC 25-302- ANDREW LECHELT	455134-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$29.98	HAND SANITIZER - OFFICE SUPPLIES	455134-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$130.00	Construction Site Manager Recertification, Sec 25-252 for Marcus Dalbec	455134-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$103.89	OFFICE SUPPLIES	455134-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$1,833.72	IT-Thibodeaux, Hyland conf	455135-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$368.51	room for MRPA Conference	455136-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$278.00	MN Lawyer Registration Renewal- Simonds	455137-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$52.50	Desktop Reference Organizer	455138-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$148.99	Hightop Chair for Jail Medical	455138-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$89.94	iPhone 16 Cases	455138-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$299.98	2 Curved Monitors for Body Camera Redacting	455138-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$73.44	8gb USB's - Property & Evidence	455138-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$33.65	Anti-Static Bags - Property/Evidence	455138-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$57.98	Headphone Speaker Jacks - Dispatch	455138-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$10.50	CFC fingerprints- SP	455139-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$10.50	CFC fingerprints NL	455139-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$277.17	Reimbursed by ATI funding - Alternatives to Incarceration	455140-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$7.85	White board erasers	455140-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$1,235.88	E Carlson Rent The Turn - reimbursed by Federal Grant	455140-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$71.85	Mailing Labels for AB Kits	455141-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$2,380.28	Whiteboards for (4) JC conference rooms	455142-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$52.00	93 Octane fuel, #731, $52.00, Auth code:009365	455143-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$22.39	Used for Skills practice with mini excavator - Sandbox Days - Order# 111-4806355-2940206	455144-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$53.99	Tool - Replacement Measuring Reel for site improvements - Order# 111-3000733-6052249	455144-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$35.98	Pest deterrent - 786 - 395 - Order# 111-3154649-5869822	455144-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$167.99	Cable replacement - Lock up tables 763 - 334 - Order# 111-7884286-1530650	455144-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$555.10	DEF Pump Kit Invoice # 1002880	455145-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$176.80	Tube Assembly Invoice # 1002884	455145-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$120.87	maintenance supplies for LEC/JC	455146-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$75.00	DMT re-cert 1 officer with the BCA.	455147-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$381.59	was already charged, American red cross did credit the card back.	455147-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	($381.59)	Credit given for a CPR course that was rescheduled and already paid for.	455147-2024-10-24	

	2024-10-30	01-000-000-0000-6801-000000	$70.64	Purchased items for homeless family.	455148-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$14.99	Mouse for Kelly Bimson (new employee)	455149-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$8.48	Desk calendar	455149-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$362.59	Lubricant	455150-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$300.00	civil work shop, wachter	455151-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$300.00	gillham civil process workshop	455151-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$294.00	Turnkey training Wisconsin for Kortney Ellison	455151-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$31.68	supplies for print room	455152-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$10.72	water for wellness walk	455152-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$114.18	Batteries and velcro	455153-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$220.52	Dish soap/housing unitsUniversal Remote Control/INMATE WELFARE	455154-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$359.98	43" TV replacements/Inmate Welfare/housing units x 2	455154-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$171.62	3rd floor duct installation GC	455155-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$204.26	Hotsy install PWB	455155-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$223.73	vent pipe for hotsy install	455155-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$671.86	duct install 3rd floor GC errant sales tax -credit to follow	455155-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$145.44	Fuel for 632 bulk tank to be used in campgrounds.	455156-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$19.00	Jims licenses fee	455157-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$19.03	LEC conference rm	455157-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$669.79	LEC Conference RM	455157-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$4.47	LEC Conference RM	455157-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$63.08	PW Dust repair dust collector	455157-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$36.52	LEC Conference Rm	455157-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	($36.93)	Plumbing Supply - return from 768 - 360 project Water Bypass - 057475 Keyed	455158-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$26.73	Plumbing - Water bypass to day use area - 768 - 360 Auth. Code 007461	455158-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$164.00	Swimming lessons for client, B.W. out of Family Preservation Funds.	455159-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$2,143.63	Stay funds for client LG insurance11-430-710-1460-6030	455160-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$8.35	Roll of tickets for Bertram Bike Race	455161-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$397.17	LODGING FOR MNDOT RW CONFERENCE IN ROCHESTER	455162-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$5.00	CAR WASH 9-24-24	455162-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$126.10	Sonesta Milwaukee West	455163-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$218.01	Jami Goodrum 2024 Sept 24 - 26 PierB Resort - MACSSA Duluth	455164-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$218.01	Kim Johnson 2024 Sept 24 - 26 PierB Resort - MACSSA Duluth 2 Nights Total	455164-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$218.01	Kim Johnson 2024-9-24 MACSSA Duluth 2 Nights Toal	455164-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$120.00	Send 4 employees to Fall Maint Expo	455165-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$39.40	Community Event Items	455166-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$8.07	Breakfast	455167-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$647.00	Hotel	455167-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$90.00	Parking	455167-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$858.00	Cameras for SSB Building	455168-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$350.00	Cvent*Law Enforcement	455169-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$60.00	Fall Maintenance Expo	455170-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$647.00	DC trip-Kryzer hotel	455171-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$647.00	DC trip-Holland Hotel	455171-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$970.50	DC trip-Schoen Hotel	455171-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$8.07	DC trip-lunch 9/19	455171-2024-10-24	
	2024-10-30	01-000-000-0000-6801-000000	$31.86	DC trip-Uber	455171-2024-10-24	
113735		**US BANK**	**$67,128.50**			
113737	1833	ISD 111 WATERTOWN-MAYER				
	2024-10-30	81-830-000-0000-6902-000000	$105,156.34	OCTOBER 2024 SECOND HALF 2ND ADVANCEMENT P TAX	20241030DIST-1	N
113737	**1833**	**ISD 111 WATERTOWN-MAYER**	**$105,156.34**			
113738	1838	ISD 742 - ST. CLOUD				
	2024-10-30	81-830-000-0000-6902-000000	$259,683.45	OCTOBER 2024 SECOND HALF 2ND ADVANCEMENT P TAX	20241030DIST-4	N
113738	**1838**	**ISD 742 - ST. CLOUD**	**$259,683.45**			
113739	1839	ISD 876 - ANNANDALE				
	2024-10-30	81-830-000-0000-6902-000000	$1,052,085.47	OCTOBER 2024 SECOND HALF 2ND ADVANCEMENT P TAX	20241030DIST-5	N
113739	**1839**	**ISD 876 - ANNANDALE**	**$1,052,085.47**			
113740	1840	ISD 877 - BUFFALO				
	2024-10-30	81-830-000-0000-6902-000000	$4,003,108.29	OCTOBER 2024 SECOND HALF 2ND ADVANCEMENT P TAX	20241030DIST-6	N
113740	**1840**	**ISD 877 - BUFFALO**	**$4,003,108.29**			
113741	1841	ISD 879 - DELANO				
	2024-10-30	81-830-000-0000-6902-000000	$1,551,524.82	OCTOBER 2024 SECOND HALF 2ND ADVANCEMENT P TAX	20241030DIST-7	N
113741	**1841**	**ISD 879 - DELANO**	**$1,551,524.82**			
113742	1843	ISD 881 - MAPLE LAKE				
	2024-10-30	81-830-000-0000-6902-000000	$741,659.93	OCTOBER 2024 SECOND HALF 2ND ADVANCEMENT P TAX	20241030DIST-8	N
113742	**1843**	**ISD 881 - MAPLE LAKE**	**$741,659.93**			
113743	1844	ISD 882 - MONTICELLO				
	2024-10-30	81-830-000-0000-6902-000000	$3,090,284.76	OCTOBER 2024 SECOND HALF 2ND ADVANCEMENT P TAX	20241030DIST-9	N
113743	**1844**	**ISD 882 - MONTICELLO**	**$3,090,284.76**			
113744	1845	ISD 883 - ROCKFORD				
	2024-10-30	81-830-000-0000-6902-000000	$630,543.17	OCTOBER 2024 SECOND HALF 2ND ADVANCEMENT P TAX	20241030DIST-10	N
113744	**1845**	**ISD 883 - ROCKFORD**	**$630,543.17**			
113745	1847	FRANKLIN TOWNSHIP				

	2024-10-30	03-325-000-0000-6650-000000	$13,685.86	086-599-029 & 086-599-030 Franklin Twp Bridge Engineering and Tree Clearing - Township Bridge Reimbursement	10302024	N
113745	**1847**	**FRANKLIN TOWNSHIP**	**$13,685.86**			
113748	3365	WSB & ASSOCIATES INC				
	2024-10-30	03-326-000-0000-6261-000000	$97,117.80	CSAH 35 RECONSTRUCTION 07/01/2024 - 07/31/2024	R-020473-000 - 26	N
113748	**3365**	**WSB & ASSOCIATES INC**	**$97,117.80**			
113749	3688	ISD 2687 - HOWARD LAKE-WAVERLY-WINSTED				
	2024-10-30	81-830-000-0000-6902-000000	$841,489.52	OCTOBER 2024 SECOND HALF 2ND ADVANCEMENT P TAX	20241030DIST-12	N
113749	**3688**	**ISD 2687 - HOWARD LAKE-WAVERLY-WINSTED**	**$841,489.52**			
113753	5642	TRUST IN US LLC				
	2024-10-30	01-100-000-0000-6261-000000	$626.24	CDL-DOT Random tests	102294	N
113753	**5642**	**TRUST IN US LLC**	**$626.24**			
113755	15459	ISD 466 - DASSEL COKATO				
	2024-10-30	81-830-000-0000-6902-000000	$523,315.27	OCTOBER 2024 SECOND HALF 2ND ADVANCEMENT P TAX	20241030DIST-2	N
113755	**15459**	**ISD 466 - DASSEL COKATO**	**$523,315.27**			
113756	19585	ISD 728 - ELK RIVER				
	2024-10-30	81-830-000-0000-6902-000000	$4,529,216.57	OCTOBER 2024 SECOND HALF 2ND ADVANCEMENT P TAX	20241030DIST-3	N
113756	**19585**	**ISD 728 - ELK RIVER**	**$4,529,216.57**			
113759	58277	ISD 885 - ST MICHAEL ALBERTVILLE				
	2024-10-30	81-830-000-0000-6902-000000	$4,235,375.72	OCTOBER 2024 SECOND HALF 2ND ADVANCEMENT P TAX	20241030DIST-11	N
113759	**58277**	**ISD 885 - ST MICHAEL ALBERTVILLE**	**$4,235,375.72**			
113762	200271	M & J COLLISION INC				
	2024-10-30	01-100-000-0000-6352-000000	$1,021.60	Claim #24PC0861-3	20241024	N
	2024-10-30	01-100-000-0000-6352-000000	$1,351.60	Claim # 24PC0861-4	20241025	N
113762	**200271**	**M & J COLLISION INC**	**$2,373.20**			
113764	200770	CHERRYROAD TECHNOLOGIES				
	2024-10-30	01-041-042-0000-6260-000000	$1,980.00	Oracle Support Sept 2024	2024-01993	N
113764	**200770**	**CHERRYROAD TECHNOLOGIES**	**$1,980.00**			
113766	46433	MN DEPT OF PUBLIC SAFETY				
	2024-10-31	84-041-000-0000-6820-000000	$20,476.50	MNDRIVE	20241031MV	N
113766	**46433**	**MN DEPT OF PUBLIC SAFETY**	**$20,476.50**			
113767	194	ELK RIVER MUNICIPAL UTILITIES				
	2024-10-31	01-521-021-0000-6251-000000	$106.98	Electric Otsego County Park 9/3/24-10/1/24	3179 1024	N
113767	**194**	**ELK RIVER MUNICIPAL UTILITIES**	**$106.98**			
113768	289	POWERDMS INC				
	2024-10-31	01-201-000-0000-6260-000000	$10,904.16	PowerDMS Subscription & Training 12/20/24-12/19/25	INV-122196	N
	2024-10-31	01-201-000-0000-6338-000000	$3,227.86	Power Training	INV-122196	N
113768	**289**	**POWERDMS INC**	**$14,132.02**			
113769	1126	SCHULTZ SOFT WATER INC				
	2024-10-31	01-521-021-0000-6301-000000	$159.00	SERVICE CALL - DRAIN TANKS & CONTROL ON WATER CONDITIONER FOR WINTER MONTHS. BEACHSIDE & BATHHOUSE	111234	N
113769	**1126**	**SCHULTZ SOFT WATER INC**	**$159.00**			
113770	1347	AMAZON BUSINESS				
	2024-10-31	11-450-474-0010-6411-000000	$16.99	1 Libima 6 Pcs Rainbow Playground Ball for Kids 8.5 Inch Dodgeball Soccer Balls Colorful Sports Kickball Handball Four Square Balls Toddler Bouncy Ball with Hand Pump for Adults Indoor and	1H4V-4D3T-VQPJ	N
	2024-10-31	11-450-474-0010-6411-000000	$71.92	Dr.Rapeti Tummy Time Floor Mirror for Baby Infant Toddler Kids Black and White High Contrast Baby Toy with Teethers Floor Activity Toy Washable Non-Toxic ASIN: B0B1514GYD Sold by:	1H4V-4D3T-VQPJ	N
	2024-10-31	11-450-474-0010-6411-000000	$47.96	Linoows Bathtub and Shower Mats, Extra Long Non Slip Bath Mat 40 x 16 Inch, Bath Tub Mat with Suction Cups and Drain Holes for Bathroom, Machine Washable Soft Shower Floor Mat, Clear Blue	1H4V-4D3T-VQPJ	N
	2024-10-31	11-450-474-0010-6411-000000	($2.99)	Promotions & discounts	1H4V-4D3T-VQPJ	N
	2024-10-31	11-450-474-0010-6411-000000	$2.99	FHV Operating Supplies-freight charges	1H4V-4D3T-VQPJ	N
	2024-10-31	11-450-474-0010-6411-000000	$39.96	12 Pack Cabinet Locks Child Safety | Baby Safety Cabinet Locks NO Drilling 3M Adhesive Baby Proof Drawer Lock Child proofing cabinets latches for Kids Latch for Drawers & Door Child Safety Locks	1H4V-4D3T-VQPJ	N
	2024-10-31	11-420-600-0020-6411-000000	$15.42	ADM OPERATING SUPPLIES	1KWX-MV9K-CYVP	N
	2024-10-31	11-450-430-0020-6411-000000	$11.08	ADM OPERATING SUPPLIES	1KWX-MV9K-CYVP	N
	2024-10-31	11-430-700-0020-6411-000000	$33.72	ADM OPERATING SUPPLIES	1KWX-MV9K-CYVP	N
	2024-10-31	11-450-474-0010-6411-000000	$21.77	1 Two Pocket Folders, RAZCC 50 Pack 2 Pocket Folders Fit Letter Size Paper, Paper Folders with Pockets for School Office Business Home, Green ASIN: B0D2NN368H Sold by: Shenzhen Tuzhou	1MDF-TXQK-QPG6	N
	2024-10-31	11-450-451-7103-6411-000000	$161.98	1 Tripp Lite ISOBAR6Ultra Isobar 6 Outlet Surge Protector Power Strip, 6ft Cord, Right-Angle Plug, Metal, Lifetime Limited Warranty & $50,000 Insurance White ASIN: B0000513US Sold by:	1RKR-13G4-NLR9	N
	2024-10-31	11-450-451-7103-6411-000000	$14.02	2 Southwire 2307SW Vinyl Outdoor Extension Cord In Orange With 3-Prong Plug (25 Feet, 16/3 gauge) ASIN: Sold by: Amazon.com Services, Inc B002CGBLEW Order # 114-5381558-0650607	1RKR-13G4-NLR9	N
	2024-10-31	11-450-451-7103-6411-000000	$42.88	M2 BASICS 350 PC Emergency First Aid Kit	1RKR-13G4-NLR9	N
	2024-10-31	11-450-451-7103-6411-000000	$51.98	Regchargable Flashlights 20,000 High Lumes	1RKR-13G4-NLR9	N
	2024-10-31	11-450-473-0010-6417-000000	$17.98	1 40 Pcs Happy Face Stickers Anxiety Sensory Stickers Calm Sticker Small Sensory Strip Smile Sticker for Kids Reward Chart Behavior Student Teacher Early Learning School Desk Classroom Fidget (Star)	1TLY-YFYQ-R73G	N
113770	**1347**	**AMAZON BUSINESS**	**$547.66**			
113771	1436	STREICHERS				
	2024-10-31	01-201-000-0000-6806-000000	$913.88	Uniform Allowance	11725023	N
	2024-10-31	01-201-000-0000-6806-000000	($179.98)	CM Uniform Allowance	CM300886	N
	2024-10-31	01-201-000-0000-6806-000000	$151.97	Uniform Allowance	I1724968	N
	2024-10-31	01-201-000-0000-6806-000000	$11.99	Uniform Allowance	I1725202	N
	2024-10-31	01-201-000-0000-6806-000000	$11.99	Uniform Allowance	I1725532	N
113771	**1436**	**STREICHERS**	**$909.85**			
113772	2524	GREEN VIEW INC				
	2024-10-31	01-521-021-0000-6117-000000	$26,269.73	September Labor Costs/Green View Contract	SEP-24	N
113772	**2524**	**GREEN VIEW INC**	**$26,269.73**			
113773	5637	NOKOMIS SHOE SHOP INC				
	2024-10-31	01-521-021-0000-6842-000000	$189.95	Safety Boots Parks-CH	5322	N
	2024-10-31	01-522-000-0000-6842-000000	$239.95	Winter Boots Parks-JO	5322	N
	2024-10-31	01-521-021-0000-6842-000000	$199.95	Winter Boots Parks-KE	5322	N
	2024-10-31	01-521-021-0000-6842-000000	$209.95	Safety Boots Parks-MW	5322	N
	2024-10-31	01-521-021-0000-6842-000000	$199.95	Winter Boots Parks-MW	5322	N

113773	**5637**	**NOKOMIS SHOE SHOP INC**	**$1,039.75**			
113774	6097	ODP BUSINESS SOLUTIONS, LLC				
	2024-10-31	11-420-600-0020-6411-000000	$36.09	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-430-700-0020-6411-000000	$78.94	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-450-430-0020-6411-000000	$25.94	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-450-430-0020-6411-000000	$10.78	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-420-600-0020-6411-000000	$15.00	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-430-700-0020-6411-000000	$32.82	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-420-600-0020-6411-000000	$2.01	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-430-700-0020-6411-000000	$4.39	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-450-430-0020-6411-000000	$1.44	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-420-600-0020-6411-000000	$4.70	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-430-700-0020-6411-000000	$10.27	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-450-430-0020-6411-000000	$3.38	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-420-600-0020-6411-000000	$3.07	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-430-700-0020-6411-000000	$6.72	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-450-430-0020-6411-000000	$2.21	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-420-600-0020-6411-000000	$10.88	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-430-700-0020-6411-000000	$23.80	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-450-430-0020-6411-000000	$7.82	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-420-600-0020-6411-000000	$5.30	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-430-700-0020-6411-000000	$11.59	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-450-430-0020-6411-000000	$3.81	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-420-600-0020-6411-000000	$4.24	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-430-700-0020-6411-000000	$9.27	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-450-430-0020-6411-000000	$3.05	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-420-600-0020-6411-000000	($1.95)	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-430-700-0020-6411-000000	($4.25)	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-450-430-0020-6411-000000	($1.40)	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-420-600-0020-6411-000000	$2.04	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-430-700-0020-6411-000000	$4.45	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-450-430-0020-6411-000000	$1.46	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-420-600-0020-6411-000000	$1.96	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-430-700-0020-6411-000000	$4.28	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-450-430-0020-6411-000000	$1.41	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-420-600-0020-6411-000000	$18.42	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-430-700-0020-6411-000000	$40.30	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-450-430-0020-6411-000000	$13.24	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-420-600-0020-6411-000000	$14.91	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-430-700-0020-6411-000000	$32.61	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-450-430-0020-6411-000000	$10.72	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-420-600-0020-6411-000000	$5.88	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-430-700-0020-6411-000000	$12.85	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-450-430-0020-6411-000000	$4.22	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-420-600-0020-6411-000000	$0.62	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-430-700-0020-6411-000000	$1.36	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-450-430-0020-6411-000000	$0.45	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-420-600-0020-6411-000000	$1.23	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-430-700-0020-6411-000000	$2.69	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-450-430-0020-6411-000000	$0.88	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-420-600-0020-6411-000000	$3.42	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-430-700-0020-6411-000000	$7.48	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-450-430-0020-6411-000000	$2.46	ADM OPERATING SUPPLIES	388056313001	N
	2024-10-31	11-450-430-0020-6411-000000	$6.36	ADM OPERATING SUPPLIES	390020462002	N
	2024-10-31	11-430-700-0020-6411-000000	$19.37	ADM OPERATING SUPPLIES	390020462002	N
	2024-10-31	11-420-600-0020-6411-000000	$8.86	ADM OPERATING SUPPLIES	390020462002	N
	2024-10-31	11-450-430-0020-6411-000000	$25.02	ADM OPERATING SUPPLIES	393253244001	N
	2024-10-31	11-430-700-0020-6411-000000	$76.16	ADM OPERATING SUPPLIES	393253244001	N
	2024-10-31	11-420-600-0020-6411-000000	$34.82	ADM OPERATING SUPPLIES	393253244001	N
	2024-10-31	11-450-430-0020-6411-000000	$12.22	ADM OPERATING SUPPLIES	393253244001	N
	2024-10-31	11-430-700-0020-6411-000000	$37.20	ADM OPERATING SUPPLIES	393253244001	N
	2024-10-31	11-420-600-0020-6411-000000	$17.00	ADM OPERATING SUPPLIES	393253244001	N
	2024-10-31	11-450-430-0020-6411-000000	($0.56)	ADM OPERATING SUPPLIES	393253244001	N
	2024-10-31	11-430-700-0020-6411-000000	($1.70)	ADM OPERATING SUPPLIES	393253244001	N
	2024-10-31	11-420-600-0020-6411-000000	($0.78)	ADM OPERATING SUPPLIES	393253244001	N
113774	**6097**	**ODP BUSINESS SOLUTIONS, LLC**	**$733.23**			
113775	13590	INTEGRIPRINT INC				
	2024-10-31	11-450-475-0010-6411-000000	$195.11	Poster - T21 It's the Law	63277	N
113775	**13590**	**INTEGRIPRINT INC**	**$195.11**			
113776	58277	ISD 885 - ST MICHAEL ALBERTVILLE				
	2024-10-31	11-450-485-0010-6261-000000	$12,485.92	COVID Recovery RFP - MSE Summer Academy (social-emotional educational)	1041	N
113776	**58277**	**ISD 885 - ST MICHAEL ALBERTVILLE**	**$12,485.92**			
113777	200742	GENUINE PARTS COMPANY INC.				

	2024-10-31	01-521-021-0000-6452-000000	$15.79	Air Chisel hammer bit for shop	904694	N
	2024-10-31	01-521-021-0000-6452-000000	$17.20	Exhaust Pipe Gaskets for # 632	904728	N
	2024-10-31	03-380-000-0000-6574-000000	$75.49	HWY REPAIR PARTS	905537	N
	2024-10-31	03-380-000-0000-6574-000000	$431.42	HWY REPAIR PARTS	905710	N
	2024-10-31	03-380-000-0000-6574-000000	$31.41	HWY REPAIR PARTS	905793	N
	2024-10-31	03-380-000-0000-6574-000000	$184.14	HWY REPAIR PARTS	905966	N
	2024-10-31	03-380-000-0000-6574-000000	$89.46	HWY REPAIR PARTS	906359	N
	2024-10-31	03-380-000-0000-6574-000000	$1.80	HWY REPAIR PARTS	906367	N
	2024-10-31	03-380-000-0000-6574-000000	$268.38	HWY REPAIR PARTS	906369	N
	2024-10-31	03-380-000-0000-6574-000000	$89.88	HWY REPAIR PARTS	906587	N
	2024-10-31	03-380-000-0000-6574-000000	$206.20	HWY REPAIR PARTS	906677	N
	2024-10-31	03-380-000-0000-6574-000000	$130.56	HWY REPAIR PARTS	906844	N
	2024-10-31	03-380-000-0000-6574-000000	$47.70	HWY REPAIR PARTS	907057	N
113777	**200742**	**GENUINE PARTS COMPANY INC.**	**$1,589.43**			
113778	200770	CHERRYROAD TECHNOLOGIES				
	2024-10-31	01-041-042-0000-6260-000000	$16,960.00	Oracle Support Sept 2024	2024-01994	N
113778	**200770**	**CHERRYROAD TECHNOLOGIES**	**$16,960.00**			
113779	46433	MN DEPT OF PUBLIC SAFETY				
	2024-11-01	84-041-000-0000-6820-000000	$27,293.64	MNDRIVE	20241101MV	N
113779	**46433**	**MN DEPT OF PUBLIC SAFETY**	**$27,293.64**			
113780	6140	RUSSELL SECURITY RESOURCE LLC				
	2024-11-01	01-111-000-0000-6301-000000	$35.00	Keys for Hygiene Cabinet	A50060	N
	2024-11-01	01-111-000-0000-6301-000000	$14.00	Copy Key at Shop	A50079	N
113780	**6140**	**RUSSELL SECURITY RESOURCE LLC**	**$49.00**			
113781	6231	CINTAS CORPORATION NO. 2				
	2024-11-01	01-111-000-0000-6301-000000	$188.46	FACILITIES UNIFORMS	4209654853	N
113781	**6231**	**CINTAS CORPORATION NO. 2**	**$188.46**			
113782	74343	WRIGHT HENNEPIN COOP ELECTRIC ASSOC				
	2024-11-01	01-111-000-0000-6251-000000	$27.95	150-1695-4544 TTC Fire Panel Monitoring 11/30/24	15016954544 1124	N
	2024-11-01	01-111-000-0000-6251-000000	$27.95	150-1695-4770 JC Fire Panel Monitoring 11/30/24	15016954770 1124	N
	2024-11-01	01-111-000-0000-6251-000000	$27.95	150-1697-2541 GC Fire Panel Monitoring 11/30/24	15016972541 1124	N
	2024-11-01	01-111-000-0000-6251-000000	$53.95	150-1698-4027 Otsego Shop Fire Monitoring11/30/24	15016984027	N
113782	**74343**	**WRIGHT HENNEPIN COOP ELECTRIC ASSOC**	**$137.80**			
113783	3651	SUMMIT COMPANIES				
	2024-11-01	01-111-000-0000-6301-000000	$942.00	TTC Fire Alarm System	2496260	N
	2024-11-01	01-111-000-0000-6301-000000	$557.00	Fire Alarm System	2496282	N
113783	**3651**	**SUMMIT COMPANIES**	**$1,499.00**			
113784	4702	STERICYCLE INC				
	2024-11-01	20-393-111-0000-6840-000000	$420.07	Sharps disposal	8008669338	N
113784	**4702**	**STERICYCLE INC**	**$420.07**			
113785	200742	GENUINE PARTS COMPANY INC.				
	2024-11-01	03-380-000-0000-6574-000000	$139.79	HWY REPAIR PARTS	0906439	N
	2024-11-01	03-380-000-0000-6574-000000	$88.60	HWY REPAIR PARTS	902458	N
	2024-11-01	03-380-000-0000-6574-000000	$107.90	HWY REPAIR PARTS	904859	N
	2024-11-01	03-380-000-0000-6574-000000	$79.08	HWY REPAIR PARTS	904881	N
	2024-11-01	03-380-000-0000-6574-000000	$23.94	HWY REPAIR PARTS	906259	N
	2024-11-01	03-380-000-0000-6574-000000	$36.00	HWY REPAIR PARTS	906354	N
	2024-11-01	03-380-000-0000-6574-000000	$40.62	HWY REPAIR PARTS	906696	N
	2024-11-01	03-380-000-0000-6574-000000	$23.04	HWY REPAIR PARTS	906883	N
113785	**200742**	**GENUINE PARTS COMPANY INC.**	**$538.97**			
113787	1075	BUFFALO/CITY OF				
	2024-11-01	73-845-000-0000-6411-000000	$6,569.90	Electric Lake Pulaski LID 8/31/24-9/30/24	11-070060-02 1024	N
113787	**1075**	**BUFFALO/CITY OF**	**$6,569.90**			
113788	1347	AMAZON BUSINESS				
	2024-11-01	01-111-000-0000-6480-000000	$419.99	1 Chapin International Chapin 82108B 100-pound Professional Salt and Ice Melt Broadcast Spreader, 14" Tires, Blue	17CJ-3XJP-GL6R	N
	2024-11-01	01-111-000-0000-6480-000000	$35.63	2 Xprite 12" Rooftop Strobe Light, High Bright LED Emergency Flashing Beacon Light w/Magnetic Mount for 12V-24V Construction Vehicles, Truck, Snow Plow, Postal Car (Amber White)	17CJ-3XJP-GL6R	N
	2024-11-01	11-450-474-0010-6411-000000	$69.09	1 Bright Starts KaledioCubes 9pk Stack & Squeeze Blocks Baby Bath Toys - Play & Learn with Colors, Numbers & Shapes, Ages 3 Months+, Multicolor ASIN: B08B5XJHL5 Sold by: Amazon.com Services, Inc	1VDP-P3PJ-HGRX	N
	2024-11-01	11-450-474-0010-6411-000000	$47.16	Sassy Stacks of Circles Stacking Ring STEM Learning Toy, Age 6+ Months, Multi, 9 Piece Set ASIN: B07NXDJ52C Sold by: Amazon.com Services, Inc Order # 111-9343433-6719447	1VDP-P3PJ-HGRX	N
	2024-11-01	11-450-474-0010-6411-000000	($0.03)	shipping	1VDP-P3PJ-HGRX	N
	2024-11-01	11-450-474-0010-6411-000000	$0.43	shipping	1VDP-P3PJ-HGRX	N
	2024-11-01	11-450-474-0010-6411-000000	$0.32	shipping	1VDP-P3PJ-HGRX	N
	2024-11-01	11-450-474-0010-6411-000000	$0.09	shipping	1VDP-P3PJ-HGRX	N
	2024-11-01	11-450-474-0010-6411-000000	$0.18	shipping	1VDP-P3PJ-HGRX	N
	2024-11-01	11-450-474-0010-6411-000000	$0.63	shipping	1VDP-P3PJ-HGRX	N
	2024-11-01	11-450-474-0010-6411-000000	$0.15	shipping	1VDP-P3PJ-HGRX	N
	2024-11-01	11-450-474-0010-6411-000000	$0.27	shipping	1VDP-P3PJ-HGRX	N
	2024-11-01	11-450-474-0010-6411-000000	$0.15	shipping	1VDP-P3PJ-HGRX	N
	2024-11-01	11-450-474-0010-6411-000000	$0.10	shipping	1VDP-P3PJ-HGRX	N
	2024-11-01	11-450-474-0010-6411-000000	$0.24	shipping	1VDP-P3PJ-HGRX	N
	2024-11-01	11-450-474-0010-6411-000000	$0.18	shipping	1VDP-P3PJ-HGRX	N
	2024-11-01	11-450-474-0010-6411-000000	$0.13	shipping	1VDP-P3PJ-HGRX	N
	2024-11-01	11-450-474-0010-6411-000000	$0.15	shipping	1VDP-P3PJ-HGRX	N
	2024-11-01	11-450-474-0010-6411-000000	($3.39)	Promotions & discounts	1VDP-P3PJ-HGRX	N

	2024-11-01	11-450-474-0010-6411-000000	$19.98	Project Nursery Portable Sound Soother for Baby, White Noise Sound Machine and Sleep Soother with 4 Natural Sounds and 2 Lullabies, Sleep Timer, Volume Control and Flexible Clip, White	1VDP-P3PJ-HGRX	N
	2024-11-01	11-450-474-0010-6411-000000	$9.87	Bright Starts KaledioCubes 9pk Stack & Squeeze Blocks Baby Bath Toys - Play & Learn with Colors, Numbers & Shapes, Ages 3 Months+, Multicolor	1VDP-P3PJ-HGRX	N
	2024-11-01	11-450-474-0010-6411-000000	$34.95	OKOOKO Soft Baby Book Black and White High Contrast Animals Tails Book Bath Book Montessori Sensory Stroller Toy Non-Toxic Crinkle Washable Early Education for Baby Infant Toddler	1VDP-P3PJ-HGRX	N
	2024-11-01	11-450-474-0010-6411-000000	$15.98	2 Vicloon Cloth Books, 3D Touch Feel High Contrast Cloth Book, Baby Books Toys for Baby 0-12 Months, Soft Baby Books Touch and Feel Crinkle for Infants Toddler Gifts Toy(Ligo) ASIN:	1VDP-P3PJ-HGRX	N
	2024-11-01	11-450-474-0010-6411-000000	$28.99	3 PHF 3 Pack Soft Micro-Fleece Baby Sleep Sack, 6-12 Months Warm Baby Wearable Blanket, 2-Way Zipper Sleeping Bags, Comfy Toddler Sleeping Sack for Baby Girls, Medium Size, Woodland ASIN:	1VDP-P3PJ-HGRX	N
	2024-11-01	11-450-474-0010-6411-000000	$15.98	4 Vicloon Cloth Books, 3D Touch Feel High Contrast Cloth Book, Baby Books Toys for Baby 0-12 Months, Soft Baby Books Touch and Feel Crinkle for Infants Toddler Gifts Toy(Rabbit) ASIN:	1VDP-P3PJ-HGRX	N
	2024-11-01	11-450-474-0010-6411-000000	$11.26	5 Vmaisi Baby Sliding Cabinet Locks - 4 Pack Adjustable U Shaped Child Safety Locks,Childproof Latches for Kitchen Bathroom Storage Cupboards Doors, Handles and Knobs White (4) ASIN:	1VDP-P3PJ-HGRX	N
	2024-11-01	11-450-474-0010-6411-000000	$26.70	6 P is for Potty! (Sesame Street) (Lift-the-Flap) ASIN: 038538369X Sold by: Amazon.com Services, Inc Order # 111-6541204-7993023	1VDP-P3PJ-HGRX	N
	2024-11-01	11-450-474-0010-6411-000000	$19.98	7 PADONISE Wrist Rattle Foot Finder Socks Set for Baby Arm Hand Bracelet Rattle Feet Leg Ankle Socks Newborn Soft Sensory Toys Baby Socks Newborn Rattles Toys Baby Gifts 0-3 6-12 Months	1VDP-P3PJ-HGRX	N
	2024-11-01	11-450-474-0010-6411-000000	$13.96	Safety 1st Plug Protectors, 36 Count ASIN: Sold by: Amazon.com Services, Inc B00JHKTDQG Order # 111-7932855-8018646	1VDP-P3PJ-HGRX	N
	2024-11-01	11-450-474-0010-6411-000000	$15.98	Vicloon Cloth Books, 3D Touch Feel High Contrast Cloth Book, Baby Books Toys for Baby 0-12 Months, Soft Baby Books Touch and Feel Crinkle for Infants Toddler Gifts Toy(Elephant) ASIN: B0BPS8PSF5 Sold	1VDP-P3PJ-HGRX	N
113788	**1347**	**AMAZON BUSINESS**	**$785.10**			
113789	1678	MINNESOTA NATIVE LANDSCAPES INC				
	2024-11-01	01-522-021-0000-6301-000000	$3,476.40	Seed for Otsego County Park prairie	49143	Y
113789	**1678**	**MINNESOTA NATIVE LANDSCAPES INC**	**$3,476.40**			
113790	2546	CST DISTRIBUTION LLC				
	2024-11-01	01-111-000-0000-6411-000000	$3,240.72	Morton Pure & Natural Crystals - 40lb. / 63 bags per pallet	56389	N
	2024-11-01	01-111-000-0000-6411-000000	$533.12	Multi Melt - 50lb. / 49 bags per pallet	56389	N
113790	**2546**	**CST DISTRIBUTION LLC**	**$3,773.84**			
113791	2740	FOURTH DIMENSION SIGNS				
	2024-11-01	01-111-000-0000-6301-000000	$150.00	Staff Nameplates	1216	N
113791	**2740**	**FOURTH DIMENSION SIGNS**	**$150.00**			
113792	3491	CIVICPLUS				
	2024-11-01	01-063-021-0000-6260-000000	$6,900.01	Civic Plus (County website) ADA Compliance module (Audio Eye)	#321021	N
113792	**3491**	**CIVICPLUS**	**$6,900.01**			
113793	3687	VOSS LIGHTING				
	2024-11-01	01-111-000-0000-6411-000000	$493.80	LEC LIGHTING	15374726-00	N
113793	**3687**	**VOSS LIGHTING**	**$493.80**			
113794	3933	AMERICAN DOOR WORKS				
	2024-11-01	01-111-000-0000-6301-000000	$463.51	HWY Overhead Door Repairs	00-025280	N
113794	**3933**	**AMERICAN DOOR WORKS**	**$463.51**			
113795	46433	MN DEPT OF PUBLIC SAFETY				
	2024-11-04	84-041-000-0000-6820-000000	$25,986.66	MNDRIVE	20241104MV	N
113795	**46433**	**MN DEPT OF PUBLIC SAFETY**	**$25,986.66**			
113796		Mckenzie Ann Payne				
	2024-11-04	11-430-700-0010-6333-000000	$18.69	Office to Delano to Office (RC Semi)	EX000051249719	
113796		**Mckenzie Ann Payne**	**$18.69**			
113797		US BANK				
	2024-11-04	01-000-000-0000-6801-000000	$375.44	Supplies for new conference room. Tape Strips, Wall Plate, HDMI, HDMI Extenders	463083-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$1,698.96	Storage cabinet for Sgt supplies	463083-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$786.36	Glass Dry Erase White Boards for SIU	463083-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$15.89	Padlock for storage cabinet for Sgts supplies	463083-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$121.97	Wireleess HDMT transmitter & charging blocks-new conf room	463083-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$160.00	Online webinar training	463083-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$1,397.20	Hyper Pro Bundle exerciser	463083-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	($16.89)	Refund Fred Payor sales tax	463083-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$199.99	Glass Dry Erase White Boards for SIU	463083-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	($196.59)	Return Glass Dry Erase White Boards for SIU	463083-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	($196.59)	Return Glass Dry Erase White Boards for SIU	463083-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$591.00	TV Mounts - New conference room.	463083-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$675.94	Lysol, Kleenex and Hand Sanitizer.	463083-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$18.46	Solenoid Relay for Airboat	463083-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$11.36	Fortex Push Button for Airboat	463083-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$544.89	Training seminars	463083-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$37.52	Label Machine Tape	463083-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$24.20	Ink Toner Jail Master Control	463083-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$553.01	Key lock box for squad car keys	463083-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$6,175.00	Carey Guides tools used for Supervision	463084-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$36.48	business cards	463084-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$44.98	printer paper	463084-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$49.81	Notepads and Dry Erase Markers and dry erase spray	463084-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$247.16	EPROMOS	463084-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$33.19	notebooks, Project Organizer, scotch tape	463084-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$1,235.88	E Carlson Rent The Turn - reimbursed by Federal Grant	463084-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$63.75	ODP Business Solutions	463085-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$134.22	Amazon	463085-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$11.93	Amazon	463085-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$82.98	pest control products	463086-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$109.00	laser tool purchase	463086-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$879.99	AHU replacement motor	463086-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$18.84	Gasket set for brush trimmer, #631, $18.84,	463087-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$11.98	Oil Plug, #0644, $11.98, Order# 111-1736588-7056251	463087-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$141.80	Plumbing - Septic Floats - 799 - 360 and on hand. Order# 114-0192114-9892219	463088-2024-11-04	

	2024-11-04	01-000-000-0000-6801-000000	$287.32	Plumbing Repair supplies and tool 799-360 Auth. Code 028389/0013349	463088-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$113.73	Utility Locate Flags - Various Parks - Order# 111-0255287-4663446	463088-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$100.98	Plumbing - Chalet Septic Timer 799 - 360- Order# 114-4927923-6699403	463088-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$556.76	plumbing repairs LEC	463089-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$795.00	Sgt Hunter week long LEEDA training. CLI course	463090-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$795.00	LEEDA course week long supervisor course, Sgt Flesher.	463090-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$8.99	Staples	463091-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$125.00	Infectious disease training	463092-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$125.00	Infectious disease training	463092-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$200.00	Postage	463093-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$19.66	Paper goods, trans# 584297653668867, rcvd 10/23/24	463093-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$231.82	Jimmy Johns	463093-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$1,095.00	Bosshart traffic crash reconst training	463094-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$29.99	Amazon	463095-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$339.86	Americinn	463096-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$15.30	Amazon	463097-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$24.71	Amazon	463097-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$1,200.00	Water Testing Accreditation to MNDHS	463098-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$25.80	MNDHS Credit Card Fee	463098-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$11.65	Batteries for vehicle fobs	463099-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$39.90	Walmart	463100-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$61.86	Amazon	463100-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$442.62	Walmart	463100-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	($624.26)	credit for errant charge	463101-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$125.82	air filters for historical center	463101-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$1,130.83	repair to boiler drains TTCcondensate neutralizers	463101-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$39.99	Cable ties for snow fence at Bertram.	463102-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$131.02	New GC Office	463103-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$1,100.00	Elk River electric	463103-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$18.77	Home Depot	463103-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$71.00	Dept of Labor and Industry	463103-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$36.00	Dept of Labor and Industry	463103-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$17.47	Menards	463103-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$34.94	Electric Fuses @ various parks & Plumbing gasket @ 788-360. Auth. Code 065328	463104-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$104.36	HVAC Filters, Fitting, Foam Sealer, Circuit duster, 786, 788, 799 -360 Auth. Code 001489	463104-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$998.20	Special needs payment-Xcel bill for client PK	463105-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$154.92	BP	463106-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$215.26	Cornerhouse training	463107-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$53.35	Food for a Family Network meeting.	463108-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$108.94	Camera Stand and Speaker	463109-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$36.99	Supplies for Boo Tacular	463109-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$80.00	Bus pass for client AC - opioid funding	463110-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$27.99	Straight talk for A.C - opioid funding	463110-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$102.28	culvert and culvert supplies	463111-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$48.94	Water Testing Supplies - Nitrogen, Nitrate	463112-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$990.00	IASP PAN American conf for Keith B	463112-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$539.98	Amazon	463113-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$19.98	Amazon	463113-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$187.18	shipping and handling for trajectory kits	463114-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$4,193.00	7 trajectory kits for crime scene documentation & reconstructions	463114-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$52.99	amazon	463115-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$21.07	Binder clips; order# 389530972-001	463116-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$116.90	Copy paper, organizer, pens	463116-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$67.06	Mechanical Pencils	463116-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$254.43	Electronic signature pad	463116-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$69.87	Pens, screenfilter	463116-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$137.50	Disto Purchase, later refunded.	463116-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$6.16	batteries	463116-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	($137.50)	Disto Order refund	463116-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$46.64	batteries	463116-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$71.75	Lumber for 784 - 334 Alama N. Gate rests. Auth. Code 033869	463117-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$283.00	support group food	463118-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$31.47	CFC support group supplies	463118-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$89.00	Jill Pooler DISC Assessment	463119-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$197.60	Detail Squad # 951 after rotten milk left in car	463120-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$2,199.00	Jpro with fault guidance & next step repair renewal	463120-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$19.99	Cenex the Regions coop	463121-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$20.00	Cenex	463121-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$60.00	Caseys	463121-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$78.40	Centra Sota coop	463121-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$136.39	Drury Plaza Hotel	463122-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	($5.49)	Drury Plaza Hotel	463122-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$29.49	Canva	463122-2024-11-04	

	2024-11-04	01-000-000-0000-6801-000000	$12.95	Canva	463122-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$71.60	Menards	463123-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$133.15	Menards	463123-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$22.03	Menards	463123-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$204.97	Replacement touch mouse pads for mobile computers	463124-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$15.46	Bertram Boo tacular	463125-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$645.43	County Trunk or Treat Events	463125-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$95.00	Nadine-Transportation Annual Meeting	463126-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$90.25	IT-Pha, training manuals	463126-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$2.00	Facebook	463127-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$25.55	Menards	463127-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$2.00	Facebook	463127-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$2.00	Facebook	463127-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$2.00	Facebook	463127-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$103.30	Walmart	463127-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$123.36	Walmart	463127-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$113.76	Pizza Ranch	463127-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$181.80	Walmart	463127-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$23.99	Amazon	463128-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$19.78	Amazon	463128-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$40.42	Amazon	463128-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$188.71	Postage Machine Ink Cartridge	463129-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$62.27	Planner, sheet protectors, charging adapter	463129-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$231.43	ODP Business Solutions	463129-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$341.46	Breezy Point	463129-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$34.99	Amazon	463129-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$120.00	Secretary of State	463129-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$86.97	NewEgg MarketPlace	463130-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$19.56	Target	463131-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$149.00	YourMembership	463132-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$3,300.00	Hyland Software	463132-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$234.00	K9 Nox Boarding	463133-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$82.80	PPE-Cut Resistant Gloves	463134-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$720.00	Public Health CPR Training as required by Wright County	463134-2024-11-04	
	2024-11-04	01-000-000-0000-6801-000000	$62.50	Clearinghouse Compliance Checks Query Plan	463134-2024-11-04	
113797		**US BANK**	**$44,078.22**			
113798	213	MN PUBLIC EMPLOYEES ASSOCIATION				
	2024-11-04	01-201-273-0000-2238-000000	$912.00	UNION	20241101DED-20	N
	2024-11-04	01-250-253-0000-2238-000000	$1,968.00	UNION	20241101DED-20	N
	2024-11-04	01-250-254-0000-2238-000000	$768.00	UNION	20241101DED-20	N
113798	**213**	**MN PUBLIC EMPLOYEES ASSOCIATION**	**$3,648.00**			
113799	321	BRAUN INTERTEC CORPORATION				
	2024-11-04	03-326-000-0000-6261-000000	$5,900.00	CSAH 36 SLOPE STABILIZATION - GEOTECHNICAL EVALUATION	B405934	N
113799	**321**	**BRAUN INTERTEC CORPORATION**	**$5,900.00**			
113800	404	MSRS HEALTH CARE SAVINGS PLAN				
	2024-11-04	01-025-021-0000-2232-000000	$65.98	HEALTH SAVINGS	20241101DED-11	N
	2024-11-04	11-420-600-0020-2232-000000	$16.31	HEALTH SAVINGS	20241101DED-11	N
	2024-11-04	11-430-700-0020-2232-000000	$35.14	HEALTH SAVINGS	20241101DED-11	N
	2024-11-04	11-450-430-0020-2232-000000	$11.29	HEALTH SAVINGS	20241101DED-11	N
	2024-11-04	01-091-021-0000-2232-000000	$25.00	HEALTH SAVINGS	20241101DED-11	N
	2024-11-04	01-201-260-0000-2232-000000	$25.00	HEALTH SAVINGS	20241101DED-11	N
	2024-11-04	01-031-021-0000-2232-000000	$62.61	HEALTH SAVINGS	20241101DED-11	N
	2024-11-04	01-032-021-0000-2232-000000	$56.52	HEALTH SAVINGS	20241101DED-11	N
	2024-11-04	01-101-021-0000-2232-000000	$54.78	HEALTH SAVINGS	20241101DED-11	N
	2024-11-04	01-103-021-0000-2232-000000	$52.38	HEALTH SAVINGS	20241101DED-11	N
	2024-11-04	01-105-021-0000-2232-000000	$58.85	HEALTH SAVINGS	20241101DED-11	N
	2024-11-04	01-107-021-0000-2232-000000	$42.58	HEALTH SAVINGS	20241101DED-11	N
	2024-11-04	01-111-021-0000-2232-000000	$59.34	HEALTH SAVINGS	20241101DED-11	N
	2024-11-04	03-310-021-0000-2232-000000	$57.47	HEALTH SAVINGS	20241101DED-11	N
113800	**404**	**MSRS HEALTH CARE SAVINGS PLAN**	**$623.25**			
113801	533	GLOVER CONSULTING LLC				
	2024-11-04	01-063-062-0000-6261-000000	$5,085.00	ONBASE KTLO UPDATES,ENHANCEMENTS,TICKETS OCT 2024	20540	N
113801	**533**	**GLOVER CONSULTING LLC**	**$5,085.00**			
113804	893	IDENTISYS INC				
	2024-11-04	02-211-000-0000-6411-000000	$62.50	Printer Cards	690916	N
113804	**893**	**IDENTISYS INC**	**$62.50**			
113805	1192	TOTAL PRINTING				
	2024-11-04	01-107-000-0000-6235-000000	$335.00	2,000 Inspection Notice, black ink on 3 part carbonless, 5.5 x 8.5	14033	Y
113805	**1192**	**TOTAL PRINTING**	**$335.00**			
113806	1203	CATHLEEN GABRIEL				
	2024-11-04	01-013-000-0000-6270-000000	$8,240.00	NOVEMBER 2024 APPROPRIATION	20241101	Y
113806	**1203**	**CATHLEEN GABRIEL**	**$8,240.00**			
113807	1347	AMAZON BUSINESS				

	2024-11-04	11-450-474-0010-6411-000000	$28.99	1 PHF 3 Pack Soft Micro-Fleece Baby Sleep Sack, 0-6 Months Warm Baby Wearable Blanket, 2-Way Zipper Sleeping Bags, Comfy Toddler Sleeping Sack for Baby Girls, Small Size, Woodland ASIN:	136H-YDK9-9JX3	N
	2024-11-04	11-450-474-0010-6411-000000	$139.96	1 Regalo Easy Step 38.5-Inch Wide Walk Thru Baby Gate, Includes 6-Inch Extension Kit, Pressure Mount Kit, Wall Cups ASIN: Sold by: Amazon.com Services, Inc B001OCSUMO Order # 114-3646614-	1FH4-VDW1-DFX7	N
	2024-11-04	11-450-474-0010-6411-000000	$31.08	2 Hape Frog Pull-Along Wooden Frog Fly Eating Pull Toddler Toy, Bright Colours ASIN: Sold by: Amazon.com Services, Inc B07MCJNWM3 Order # 114-3646614-5228214	1FH4-VDW1-DFX7	N
	2024-11-04	11-430-700-0020-6411-000000	$120.71	ADM OPERATING SUPPLIES	1MJN-47JJ-71XY	N
	2024-11-04	11-450-430-0020-6411-000000	$39.66	ADM OPERATING SUPPLIES	1MJN-47JJ-71XY	N
	2024-11-04	11-420-600-0020-6411-000000	$55.18	ADM OPERATING SUPPLIES	1MJN-47JJ-71XY	N
	2024-11-04	11-450-473-0010-6417-000000	$71.10	1 Tooth Toothbrush Dentist Planner Stickers, 0.5in Monthly Scrapbooking Kids DIY 208-Pack ASIN: Sold by: YUAN WANG B09WN1QB63 Order # 114-3839265-5286631	1Y9Q-KLRQ-6MHH	N
113807	**1347**	**AMAZON BUSINESS**	**$486.68**			
113808	1468	WRIGHT COUNTY DEPUTIES ASSOCIATION				
	2024-11-04	01-201-262-0000-2238-000000	$24.98	UNION	20241101DED-25	N
	2024-11-04	01-201-267-0000-2238-000000	$100.00	UNION	20241101DED-25	N
	2024-11-04	01-201-268-0000-2238-000000	$750.00	UNION	20241101DED-25	N
	2024-11-04	01-201-269-0000-2238-000000	$1,550.00	UNION	20241101DED-25	N
	2024-11-04	01-201-270-0000-2238-000000	$2,000.00	UNION	20241101DED-25	N
	2024-11-04	01-201-271-0000-2238-000000	$1,650.00	UNION	20241101DED-25	N
	2024-11-04	01-201-274-0000-2238-000000	$1,550.00	UNION	20241101DED-25	N
	2024-11-04	02-211-000-0000-2238-000000	$25.02	UNION	20241101DED-25	N
113808	**1468**	**WRIGHT COUNTY DEPUTIES ASSOCIATION**	**$7,650.00**			
113809	1878	WRIGHT COUNTY - CAFETERIA				
	2024-11-04	01-005-021-0000-2257-000000	$875.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-032-036-0000-2257-000000	$250.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-033-021-0000-2257-000000	$750.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-033-120-0000-2257-000000	$250.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-041-021-0000-2257-000000	$250.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-041-042-0000-2257-000000	$2,375.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-041-043-0000-2257-000000	$625.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-041-046-0000-2257-000000	$1,000.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-041-071-0000-2257-000000	$250.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-063-021-0000-2257-000000	$250.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-063-062-0000-2257-000000	$625.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-025-021-0000-2257-000000	$125.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-063-064-0000-2257-000000	$375.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-063-065-0000-2257-000000	$375.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-063-066-0000-2257-000000	$1,125.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-091-021-0000-2257-000000	$875.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-091-090-0000-2257-000000	$125.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-091-091-0000-2257-000000	$1,625.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-091-092-0000-2257-000000	$875.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-091-093-0000-2257-000000	$2,000.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-101-044-0000-2257-000000	$750.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-101-045-0000-2257-000000	$625.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-025-022-0000-2257-000000	$875.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-103-122-0000-2257-000000	$1,000.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-105-021-0000-2257-000000	$250.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-105-025-0000-2257-000000	$2,000.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-105-027-0000-2257-000000	$2,000.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-107-109-0000-2257-000000	$750.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-107-112-0000-2257-000000	$500.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-107-113-0000-2257-000000	$500.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-107-114-0000-2257-000000	$1,125.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-111-010-0000-2257-000000	$250.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-111-011-0000-2257-000000	$375.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-025-023-0000-2257-000000	$1,000.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-111-012-0000-2257-000000	$375.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-111-021-0000-2257-000000	$125.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-121-021-0000-2257-000000	$500.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-201-260-0000-2257-000000	$375.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-201-261-0000-2257-000000	$250.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-201-262-0000-2257-000000	$1,187.51	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-201-263-0000-2257-000000	$250.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-201-264-0000-2257-000000	$250.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-201-265-0000-2257-000000	$250.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-201-267-0000-2257-000000	$625.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-025-024-0000-2257-000000	$1,125.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-201-268-0000-2257-000000	$2,625.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-201-269-0000-2257-000000	$5,375.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-201-270-0000-2257-000000	$6,625.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-201-271-0000-2257-000000	$4,750.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-201-272-0000-2257-000000	$1,250.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-201-273-0000-2257-000000	$3,625.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-201-274-0000-2257-000000	$5,125.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-201-280-0000-2257-000000	$100.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-201-281-0000-2257-000000	$150.00	VEBA SINGLE/FAMILY	20241101DED-24	N

	2024-11-04	01-250-253-0000-2257-000000	$6,500.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-025-028-0000-2257-000000	$1,625.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-250-254-0000-2257-000000	$2,750.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-250-266-0000-2257-000000	$250.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-521-021-0000-2257-000000	$250.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-521-523-0000-2257-000000	$1,875.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-521-524-0000-2257-000000	$1,000.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-522-021-0000-2257-000000	$625.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-603-021-0000-2257-000000	$375.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	02-211-000-0000-2257-000000	$62.49	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	03-310-021-0000-2257-000000	$1,000.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	03-320-021-0000-2257-000000	$1,000.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-031-021-0000-2257-000000	$500.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	03-330-021-0000-2257-000000	$250.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	03-330-330-0000-2257-000000	$1,000.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	03-330-331-0000-2257-000000	$2,125.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	03-340-021-0000-2257-000000	$1,000.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	03-350-021-0000-2257-000000	$375.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	11-420-600-0010-2257-000000	$5,125.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	11-420-600-0020-2257-000000	$324.99	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	11-420-600-0030-2257-000000	$750.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	11-420-640-0010-2257-000000	$1,375.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	11-430-700-0010-2257-000000	$14,125.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-031-031-0000-2257-000000	$125.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	11-430-700-0020-2257-000000	$700.01	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	11-430-700-0030-2257-000000	$1,750.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	11-450-430-0010-2257-000000	$4,075.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	11-450-430-0020-2257-000000	$225.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	11-450-475-0010-2257-000000	$125.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	72-605-000-0000-2257-000000	$1,625.00	VEBA SINGLE/FAMILY	20241101DED-24	N
	2024-11-04	01-032-035-0000-2257-000000	$1,125.00	VEBA SINGLE/FAMILY	20241101DED-24	N
113809	**1878**	**WRIGHT COUNTY - CAFETERIA**	**$115,950.00**			
113810	1979	WRIGHT CO CAFETERIA PLAN				
	2024-11-04	01-025-022-0000-2237-000000	$416.66	DAY CARE	20241101DED-22	N
	2024-11-04	01-091-090-0000-2237-000000	$104.18	DAY CARE	20241101DED-22	N
	2024-11-04	01-091-091-0000-2237-000000	$416.67	DAY CARE	20241101DED-22	N
	2024-11-04	01-091-093-0000-2237-000000	$416.66	DAY CARE	20241101DED-22	N
	2024-11-04	01-105-025-0000-2237-000000	$416.66	DAY CARE	20241101DED-22	N
	2024-11-04	01-105-027-0000-2237-000000	$208.33	DAY CARE	20241101DED-22	N
	2024-11-04	01-107-114-0000-2237-000000	$2.63	DAY CARE	20241101DED-22	N
	2024-11-04	01-201-267-0000-2237-000000	$208.33	DAY CARE	20241101DED-22	N
	2024-11-04	01-201-268-0000-2237-000000	$208.33	DAY CARE	20241101DED-22	N
	2024-11-04	01-201-269-0000-2237-000000	$979.16	DAY CARE	20241101DED-22	N
	2024-11-04	01-201-271-0000-2237-000000	$624.99	DAY CARE	20241101DED-22	N
	2024-11-04	01-025-023-0000-2237-000000	$295.83	DAY CARE	20241101DED-22	N
	2024-11-04	01-201-272-0000-2237-000000	$227.27	DAY CARE	20241101DED-22	N
	2024-11-04	01-201-273-0000-2237-000000	$263.55	DAY CARE	20241101DED-22	N
	2024-11-04	01-201-274-0000-2237-000000	$25.00	DAY CARE	20241101DED-22	N
	2024-11-04	01-250-253-0000-2237-000000	$1.04	DAY CARE	20241101DED-22	N
	2024-11-04	01-250-254-0000-2237-000000	$275.00	DAY CARE	20241101DED-22	N
	2024-11-04	01-521-021-0000-2237-000000	$156.20	DAY CARE	20241101DED-22	N
	2024-11-04	01-521-524-0000-2237-000000	$208.33	DAY CARE	20241101DED-22	N
	2024-11-04	01-603-021-0000-2237-000000	$156.30	DAY CARE	20241101DED-22	N
	2024-11-04	03-330-331-0000-2237-000000	$208.33	DAY CARE	20241101DED-22	N
	2024-11-04	11-420-600-0010-2237-000000	$458.33	DAY CARE	20241101DED-22	N
	2024-11-04	01-025-028-0000-2237-000000	$50.00	DAY CARE	20241101DED-22	N
	2024-11-04	11-420-600-0020-2237-000000	$54.19	DAY CARE	20241101DED-22	N
	2024-11-04	11-430-700-0010-2237-000000	$1,937.48	DAY CARE	20241101DED-22	N
	2024-11-04	11-430-700-0020-2237-000000	$116.65	DAY CARE	20241101DED-22	N
	2024-11-04	11-430-700-0030-2237-000000	$208.33	DAY CARE	20241101DED-22	N
	2024-11-04	11-450-430-0010-2237-000000	$841.66	DAY CARE	20241101DED-22	N
	2024-11-04	11-450-430-0020-2237-000000	$37.49	DAY CARE	20241101DED-22	N
	2024-11-04	72-605-000-0000-2237-000000	$708.33	DAY CARE	20241101DED-22	N
	2024-11-04	01-031-021-0000-2237-000000	$208.33	DAY CARE	20241101DED-22	N
	2024-11-04	01-031-031-0000-2237-000000	$104.15	DAY CARE	20241101DED-22	N
	2024-11-04	01-041-021-0000-2237-000000	$208.33	DAY CARE	20241101DED-22	N
	2024-11-04	01-041-046-0000-2237-000000	$208.33	DAY CARE	20241101DED-22	N
	2024-11-04	01-063-062-0000-2237-000000	$8.33	DAY CARE	20241101DED-22	N
	2024-11-04	01-063-066-0000-2237-000000	$125.00	DAY CARE	20241101DED-22	N
	2024-11-04	01-005-021-0000-2237-000000	$166.67	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-032-035-0000-2237-000000	$302.08	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-032-036-0000-2237-000000	$125.00	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-033-021-0000-2237-000000	$156.25	MEDICAL EXPENSE	20241101DED-23	N

	2024-11-04	01-041-042-0000-2237-000000	$732.84	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-041-043-0000-2237-000000	$145.83	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-041-046-0000-2237-000000	$270.83	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-063-021-0000-2237-000000	$17.43	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-063-062-0000-2237-000000	$166.67	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-063-065-0000-2237-000000	$58.33	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-063-066-0000-2237-000000	$125.00	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-025-021-0000-2237-000000	$208.33	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-091-021-0000-2237-000000	$119.79	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-091-090-0000-2237-000000	$62.50	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-091-091-0000-2237-000000	$333.33	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-091-092-0000-2237-000000	$400.00	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-091-093-0000-2237-000000	$187.50	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-101-021-0000-2237-000000	$125.00	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-101-044-0000-2237-000000	$125.00	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-101-045-0000-2237-000000	$41.67	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-103-122-0000-2237-000000	$125.00	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-105-021-0000-2237-000000	$125.00	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-025-022-0000-2237-000000	$391.66	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-105-025-0000-2237-000000	$524.40	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-105-027-0000-2237-000000	$108.34	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-107-021-0000-2237-000000	$114.58	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-107-109-0000-2237-000000	$145.84	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-107-113-0000-2237-000000	$67.50	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-107-114-0000-2237-000000	$55.67	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-111-011-0000-2237-000000	$191.66	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-111-012-0000-2237-000000	$208.34	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-201-260-0000-2237-000000	$62.50	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-201-261-0000-2237-000000	$125.00	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-025-023-0000-2237-000000	$235.42	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-201-262-0000-2237-000000	$166.64	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-201-263-0000-2237-000000	$125.00	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-201-264-0000-2237-000000	$83.33	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-201-267-0000-2237-000000	$75.00	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-201-268-0000-2237-000000	$925.00	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-201-269-0000-2237-000000	$1,062.51	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-201-270-0000-2237-000000	$954.17	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-201-271-0000-2237-000000	$964.99	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-201-272-0000-2237-000000	$56.66	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-201-273-0000-2237-000000	$1,074.02	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-025-024-0000-2237-000000	$595.83	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-201-274-0000-2237-000000	$466.67	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-250-253-0000-2237-000000	$653.39	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-250-254-0000-2237-000000	$1,083.34	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-250-266-0000-2237-000000	$125.00	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-521-021-0000-2237-000000	$83.33	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-521-523-0000-2237-000000	$229.16	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-522-021-0000-2237-000000	$12.50	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	02-211-000-0000-2237-000000	$41.69	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	03-310-021-0000-2237-000000	$91.67	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	03-330-021-0000-2237-000000	$125.00	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-025-028-0000-2237-000000	$149.17	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	03-330-330-0000-2237-000000	$256.25	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	03-330-331-0000-2237-000000	$116.67	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	03-350-021-0000-2237-000000	$6.25	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	11-420-600-0010-2237-000000	$503.35	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	11-420-600-0020-2237-000000	$37.88	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	11-420-600-0030-2237-000000	$229.17	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	11-420-640-0010-2237-000000	$427.08	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	11-430-700-0010-2237-000000	$3,329.70	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	11-430-700-0020-2237-000000	$81.72	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	11-430-700-0030-2237-000000	$504.17	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-031-021-0000-2237-000000	$212.50	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	11-450-430-0010-2237-000000	$658.34	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	11-450-430-0020-2237-000000	$26.24	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	11-450-475-0010-2237-000000	$62.50	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	71-505-000-0000-2237-000000	$83.33	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	72-605-000-0000-2237-000000	$416.66	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-031-031-0000-2237-000000	$62.50	MEDICAL EXPENSE	20241101DED-23	N
	2024-11-04	01-032-021-0000-2237-000000	$125.00	MEDICAL EXPENSE	20241101DED-23	N
113810	**1979**	**WRIGHT CO CAFETERIA PLAN**	**$33,728.72**			
113811	2330	AIG RETIREMENT COMPANY				
	2024-11-04	01-105-021-0000-2232-000000	$764.31	DEFERRED COMP	20241101DED-3	N

	2024-11-04	01-091-091-0000-2232-000000	$50.00	DEFERRED COMP	20241101DED-3	N
	2024-11-04	01-101-045-0000-2232-000000	$50.00	DEFERRED COMP	20241101DED-3	N
	2024-11-04	01-105-021-0000-2232-000000	$958.33	DEFERRED COMP	20241101DED-3	N
	2024-11-04	01-105-027-0000-2232-000000	$100.00	DEFERRED COMP	20241101DED-3	N
	2024-11-04	01-201-261-0000-2232-000000	$300.00	DEFERRED COMP	20241101DED-3	N
	2024-11-04	01-201-268-0000-2232-000000	$100.00	DEFERRED COMP	20241101DED-3	N
	2024-11-04	01-201-270-0000-2232-000000	$125.00	DEFERRED COMP	20241101DED-3	N
	2024-11-04	01-521-523-0000-2232-000000	$50.00	DEFERRED COMP	20241101DED-3	N
	2024-11-04	03-340-021-0000-2232-000000	$60.00	DEFERRED COMP	20241101DED-3	N
	2024-11-04	11-430-700-0010-2232-000000	$220.00	DEFERRED COMP	20241101DED-3	N
	2024-11-04	01-005-021-0000-2232-000000	$1,000.00	DEFERRED COMP	20241101DED-3	N
	2024-11-04	11-430-700-0030-2232-000000	$300.00	DEFERRED COMP	20241101DED-3	N
	2024-11-04	01-025-022-0000-2239-000000	$100.00	ROTH	20241101DED-3	N
	2024-11-04	01-025-023-0000-2239-000000	$100.00	ROTH	20241101DED-3	N
	2024-11-04	01-032-035-0000-2239-000000	$100.00	ROTH	20241101DED-3	N
	2024-11-04	01-041-046-0000-2239-000000	$60.00	ROTH	20241101DED-3	N
	2024-11-04	01-041-071-0000-2239-000000	$25.00	ROTH	20241101DED-3	N
	2024-11-04	01-091-091-0000-2239-000000	$100.00	ROTH	20241101DED-3	N
	2024-11-04	01-201-268-0000-2239-000000	$25.00	ROTH	20241101DED-3	N
	2024-11-04	01-250-254-0000-2239-000000	$175.00	ROTH	20241101DED-3	N
	2024-11-04	01-521-523-0000-2239-000000	$50.00	ROTH	20241101DED-3	N
	2024-11-04	01-031-021-0000-2232-000000	$370.00	DEFERRED COMP	20241101DED-3	N
	2024-11-04	03-330-331-0000-2239-000000	$100.00	ROTH	20241101DED-3	N
	2024-11-04	11-430-700-0010-2239-000000	$300.00	ROTH	20241101DED-3	N
	2024-11-04	11-450-430-0010-2239-000000	$250.00	ROTH	20241101DED-3	N
	2024-11-04	01-032-035-0000-2232-000000	$1,500.00	DEFERRED COMP	20241101DED-3	N
	2024-11-04	01-041-042-0000-2232-000000	$405.00	DEFERRED COMP	20241101DED-3	N
	2024-11-04	01-041-043-0000-2232-000000	$20.00	DEFERRED COMP	20241101DED-3	N
	2024-11-04	01-041-046-0000-2232-000000	$200.00	DEFERRED COMP	20241101DED-3	N
	2024-11-04	01-041-071-0000-2232-000000	$25.00	DEFERRED COMP	20241101DED-3	N
	2024-11-04	01-063-065-0000-2232-000000	$1,745.00	DEFERRED COMP	20241101DED-3	N
113811	**2330**	**AIG RETIREMENT COMPANY**	**$9,727.64**			
113812	3365	WSB & ASSOCIATES INC				
	2024-11-04	03-326-000-0000-6261-000000	$27,764.37	Professional ServicesS.P. 086-636-009	R-023253-000-15	N
	2024-11-04	03-326-000-0000-6261-000000	$13,487.36	CR 137 - I94 to Marx Reconstruct (Engineering Services)	R-024469-000-9	N
	2024-11-04	03-320-000-0000-6505-000000	$4,724.05	083-001 TH 25-CSAH 83 Roundabout - Construction Services	R-025304-000-3	N
	2024-11-04	03-326-000-0000-6261-000000	$2,898.90	TH 25-CR 113 RAB - Design Engineering 2024	R-025878-000-2	N
	2024-11-04	03-326-000-0000-6261-000000	$44,895.00	1921.1 CSAH 19 -34 Construction Admin	R-026504-000-4	N
113812	**3365**	**WSB & ASSOCIATES INC**	**$93,769.68**			
113813	3596	SEACHANGE PRINTING AND MARKETING LLC				
	2024-11-04	01-041-071-0000-6260-000000	$275.65	Language Set-up — English	43300	N
	2024-11-04	01-041-071-0000-6260-000000	$45.65	Political Parties	43300	N
	2024-11-04	01-041-071-0000-6260-000000	$1,103.60	Ballot Faces	43300	N
	2024-11-04	01-041-071-0000-6260-000000	$1,484.00	Contests	43300	N
	2024-11-04	01-041-071-0000-6260-000000	$3,126.60	Candidates/Question Responses	43300	N
	2024-11-04	01-041-071-0000-6260-000000	$100.00	Electronic File Upload	43300	N
113813	**3596**	**SEACHANGE PRINTING AND MARKETING LLC**	**$6,135.50**			
113814	3959	NEW LOOK CONTRACTING INC				
	2024-11-04	03-325-000-0000-6650-000000	$882,743.04	683-001: TH25-CSAH 83 RAB, $1000000 LPP, $500000 State Aid	CONT 2409 PAYMENT 2	N
113814	**3959**	**NEW LOOK CONTRACTING INC**	**$882,743.04**			
113816	5490	NUTRIEN AG SOLUTIONS				
	2024-11-04	03-330-000-0000-6550-000000	$2,750.93	ROADSIDE VEGETATION	55838022	N
113816	**5490**	**NUTRIEN AG SOLUTIONS**	**$2,750.93**			
113819	6097	ODP BUSINESS SOLUTIONS, LLC				
	2024-11-04	01-250-000-0000-6410-000000	$69.48	Jail Admin Supplies: Label	388972075001	N
	2024-11-04	01-201-000-0000-6410-000000	$261.69	Sheriff Office Supplies: Label,Pens, Envelopes,filters, calculator, clipboard, highlighters	392806133001	N
	2024-11-04	02-230-000-0000-6410-000000	$79.78	Jail Programs supplies- Paper	393254735001	N
	2024-11-04	01-250-000-0000-6410-000000	$333.08	Jail Supplies- Pens, Highlighters, Tape, Calculator, Envelopes	393702327001	N
	2024-11-04	01-250-000-0000-6410-000000	$16.70	Jail Supplies- Cup Filters	393702328001	N
113819	**6097**	**ODP BUSINESS SOLUTIONS, LLC**	**$760.73**			
113820	6231	CINTAS CORPORATION NO. 2				
	2024-11-04	01-521-021-0000-6806-000000	$133.99	Parks Uniforms	4209654864	N
	2024-11-04	01-522-000-0000-6806-000000	$10.56	Ag & Drainage Uniforms	4209654864	N
	2024-11-04	01-103-122-0000-6806-000000	$36.85	Surveyor Uniforms	4209654864	N
113820	**6231**	**CINTAS CORPORATION NO. 2**	**$181.40**			
113821	7059	NATIONWIDE RETIREMENT SOLUTIONS				
	2024-11-04	03-340-021-0000-2232-000000	$110.41	DEFERRED COMP	20241101DED-21	N
	2024-11-04	01-201-280-0000-2232-000000	$49.00	DEFERRED COMP	20241101DED-21	N
	2024-11-04	01-201-281-0000-2232-000000	$21.00	DEFERRED COMP	20241101DED-21	N
	2024-11-04	01-250-254-0000-2232-000000	$100.00	DEFERRED COMP	20241101DED-21	N
	2024-11-04	03-340-021-0000-2232-000000	$1,112.67	DEFERRED COMP	20241101DED-21	N
	2024-11-04	11-430-700-0010-2232-000000	$10.00	DEFERRED COMP	20241101DED-21	N
	2024-11-04	01-025-021-0000-2239-000000	$100.00	ROTH	20241101DED-21	N

	2024-11-04	01-032-035-0000-2239-000000	$1,000.00	ROTH	20241101DED-21	N
	2024-11-04	01-091-092-0000-2239-000000	$500.00	ROTH	20241101DED-21	N
	2024-11-04	01-201-270-0000-2239-000000	$150.00	ROTH	20241101DED-21	N
	2024-11-04	01-201-271-0000-2239-000000	$150.00	ROTH	20241101DED-21	N
	2024-11-04	01-025-024-0000-2232-000000	$20.00	DEFERRED COMP	20241101DED-21	N
	2024-11-04	01-250-253-0000-2239-000000	$55.00	ROTH	20241101DED-21	N
	2024-11-04	01-521-524-0000-2239-000000	$50.00	ROTH	20241101DED-21	N
	2024-11-04	01-025-028-0000-2232-000000	$20.00	DEFERRED COMP	20241101DED-21	N
	2024-11-04	01-033-021-0000-2232-000000	$200.00	DEFERRED COMP	20241101DED-21	N
	2024-11-04	01-041-042-0000-2232-000000	$200.00	DEFERRED COMP	20241101DED-21	N
	2024-11-04	01-041-046-0000-2232-000000	$10.00	DEFERRED COMP	20241101DED-21	N
	2024-11-04	01-091-091-0000-2232-000000	$225.00	DEFERRED COMP	20241101DED-21	N
	2024-11-04	01-201-273-0000-2232-000000	$540.00	DEFERRED COMP	20241101DED-21	N
	2024-11-04	01-201-274-0000-2232-000000	$62.00	DEFERRED COMP	20241101DED-21	N
113821	**7059**	**NATIONWIDE RETIREMENT SOLUTIONS**	**$4,685.08**			
113822	7062	ING				
	2024-11-04	01-025-022-0000-2232-000000	$287.50	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-031-031-0000-2232-000000	$312.50	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-111-010-0000-2232-000000	$12.50	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-111-011-0000-2232-000000	$33.75	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-201-260-0000-2232-000000	$25.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-201-262-0000-2232-000000	$25.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-201-268-0000-2232-000000	$50.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-201-269-0000-2232-000000	$115.75	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-201-270-0000-2232-000000	$151.25	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-201-271-0000-2232-000000	$192.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-201-272-0000-2232-000000	$50.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-201-273-0000-2232-000000	$132.50	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-032-021-0000-2232-000000	$50.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-201-274-0000-2232-000000	$50.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-250-253-0000-2232-000000	$70.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-250-254-0000-2232-000000	$30.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-521-523-0000-2232-000000	$40.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-521-524-0000-2232-000000	$25.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-522-021-0000-2232-000000	$25.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	03-330-330-0000-2232-000000	$5.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	03-340-021-0000-2232-000000	$25.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	03-350-021-0000-2232-000000	$95.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	11-420-600-0010-2232-000000	$92.50	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-032-035-0000-2232-000000	$100.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	11-420-600-0030-2232-000000	$56.25	DEFERRED COMP	20241101DED-15	N
	2024-11-04	11-420-605-0010-2232-000000	$25.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	11-420-640-0010-2232-000000	$51.25	DEFERRED COMP	20241101DED-15	N
	2024-11-04	11-430-700-0010-2232-000000	$168.75	DEFERRED COMP	20241101DED-15	N
	2024-11-04	11-430-700-0030-2232-000000	$63.75	DEFERRED COMP	20241101DED-15	N
	2024-11-04	11-450-430-0010-2232-000000	$53.25	DEFERRED COMP	20241101DED-15	N
	2024-11-04	11-430-700-0010-2239-000000	$180.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-025-022-0000-2239-000000	$150.00	ROTH	20241101DED-15	N
	2024-11-04	01-025-023-0000-2239-000000	$215.00	ROTH	20241101DED-15	N
	2024-11-04	01-025-024-0000-2239-000000	$305.00	ROTH	20241101DED-15	N
	2024-11-04	01-032-036-0000-2232-000000	$160.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-025-028-0000-2239-000000	$20.00	ROTH	20241101DED-15	N
	2024-11-04	01-031-021-0000-2239-000000	$315.00	ROTH	20241101DED-15	N
	2024-11-04	01-031-031-0000-2239-000000	$187.50	ROTH	20241101DED-15	N
	2024-11-04	01-032-036-0000-2239-000000	$110.00	ROTH	20241101DED-15	N
	2024-11-04	01-033-021-0000-2239-000000	$240.00	ROTH	20241101DED-15	N
	2024-11-04	01-041-021-0000-2239-000000	$750.00	ROTH	20241101DED-15	N
	2024-11-04	01-041-042-0000-2239-000000	$315.00	ROTH	20241101DED-15	N
	2024-11-04	01-041-046-0000-2239-000000	$609.00	ROTH	20241101DED-15	N
	2024-11-04	01-063-064-0000-2239-000000	$25.00	ROTH	20241101DED-15	N
	2024-11-04	01-063-065-0000-2239-000000	$250.00	ROTH	20241101DED-15	N
	2024-11-04	01-033-021-0000-2232-000000	$160.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-063-066-0000-2239-000000	$65.00	ROTH	20241101DED-15	N
	2024-11-04	01-091-021-0000-2239-000000	$800.00	ROTH	20241101DED-15	N
	2024-11-04	01-091-090-0000-2239-000000	$187.50	ROTH	20241101DED-15	N
	2024-11-04	01-091-091-0000-2239-000000	$250.00	ROTH	20241101DED-15	N
	2024-11-04	01-091-092-0000-2239-000000	$260.00	ROTH	20241101DED-15	N
	2024-11-04	01-091-093-0000-2239-000000	$300.00	ROTH	20241101DED-15	N
	2024-11-04	01-101-045-0000-2239-000000	$50.00	ROTH	20241101DED-15	N
	2024-11-04	01-103-122-0000-2239-000000	$109.00	ROTH	20241101DED-15	N
	2024-11-04	01-105-025-0000-2239-000000	$525.00	ROTH	20241101DED-15	N
	2024-11-04	01-105-027-0000-2239-000000	$300.00	ROTH	20241101DED-15	N
	2024-11-04	01-033-120-0000-2232-000000	$225.00	DEFERRED COMP	20241101DED-15	N

	2024-11-04	01-107-109-0000-2239-000000	$700.00	ROTH	20241101DED-15	N
	2024-11-04	01-107-113-0000-2239-000000	$100.00	ROTH	20241101DED-15	N
	2024-11-04	01-111-010-0000-2239-000000	$300.00	ROTH	20241101DED-15	N
	2024-11-04	01-111-011-0000-2239-000000	$100.00	ROTH	20241101DED-15	N
	2024-11-04	01-111-012-0000-2239-000000	$126.00	ROTH	20241101DED-15	N
	2024-11-04	01-201-262-0000-2239-000000	$115.00	ROTH	20241101DED-15	N
	2024-11-04	01-201-267-0000-2239-000000	$25.00	ROTH	20241101DED-15	N
	2024-11-04	01-201-268-0000-2239-000000	$310.00	ROTH	20241101DED-15	N
	2024-11-04	01-201-269-0000-2239-000000	$485.00	ROTH	20241101DED-15	N
	2024-11-04	01-201-270-0000-2239-000000	$555.00	ROTH	20241101DED-15	N
	2024-11-04	01-041-042-0000-2232-000000	$1,155.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-201-271-0000-2239-000000	$645.00	ROTH	20241101DED-15	N
	2024-11-04	01-201-272-0000-2239-000000	$100.00	ROTH	20241101DED-15	N
	2024-11-04	01-201-274-0000-2239-000000	$400.00	ROTH	20241101DED-15	N
	2024-11-04	01-250-253-0000-2239-000000	$144.00	ROTH	20241101DED-15	N
	2024-11-04	01-250-254-0000-2239-000000	$325.00	ROTH	20241101DED-15	N
	2024-11-04	01-521-523-0000-2239-000000	$115.00	ROTH	20241101DED-15	N
	2024-11-04	01-521-524-0000-2239-000000	$120.00	ROTH	20241101DED-15	N
	2024-11-04	01-522-021-0000-2239-000000	$250.00	ROTH	20241101DED-15	N
	2024-11-04	03-310-021-0000-2239-000000	$100.00	ROTH	20241101DED-15	N
	2024-11-04	03-320-021-0000-2239-000000	$235.00	ROTH	20241101DED-15	N
	2024-11-04	01-041-043-0000-2232-000000	$105.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	03-330-021-0000-2239-000000	$125.00	ROTH	20241101DED-15	N
	2024-11-04	03-330-330-0000-2239-000000	$80.00	ROTH	20241101DED-15	N
	2024-11-04	03-330-331-0000-2239-000000	$20.00	ROTH	20241101DED-15	N
	2024-11-04	11-420-600-0010-2239-000000	$515.00	ROTH	20241101DED-15	N
	2024-11-04	11-420-600-0020-2239-000000	$32.50	ROTH	20241101DED-15	N
	2024-11-04	11-420-640-0010-2239-000000	$110.00	ROTH	20241101DED-15	N
	2024-11-04	11-430-700-0010-2239-000000	$2,048.00	ROTH	20241101DED-15	N
	2024-11-04	11-430-700-0020-2239-000000	$70.00	ROTH	20241101DED-15	N
	2024-11-04	11-430-700-0030-2239-000000	$425.00	ROTH	20241101DED-15	N
	2024-11-04	11-450-430-0010-2239-000000	$1,125.00	ROTH	20241101DED-15	N
	2024-11-04	01-041-046-0000-2232-000000	$133.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	11-450-430-0020-2239-000000	$22.50	ROTH	20241101DED-15	N
	2024-11-04	72-605-000-0000-2239-000000	$575.00	ROTH	20241101DED-15	N
	2024-11-04	01-025-023-0000-2232-000000	$23.75	ROTH	20241101DED-15	N
	2024-11-04	01-025-024-0000-2232-000000	$76.25	ROTH	20241101DED-15	N
	2024-11-04	01-025-028-0000-2232-000000	$5.00	ROTH	20241101DED-15	N
	2024-11-04	01-032-036-0000-2232-000000	$27.50	ROTH	20241101DED-15	N
	2024-11-04	01-033-021-0000-2232-000000	$25.00	ROTH	20241101DED-15	N
	2024-11-04	01-041-042-0000-2232-000000	$37.50	ROTH	20241101DED-15	N
	2024-11-04	01-101-045-0000-2232-000000	$12.50	ROTH	20241101DED-15	N
	2024-11-04	01-103-122-0000-2232-000000	$27.25	ROTH	20241101DED-15	N
	2024-11-04	01-041-071-0000-2232-000000	$100.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-105-025-0000-2232-000000	$50.00	ROTH	20241101DED-15	N
	2024-11-04	01-105-027-0000-2232-000000	$75.00	ROTH	20241101DED-15	N
	2024-11-04	01-107-113-0000-2232-000000	$25.00	ROTH	20241101DED-15	N
	2024-11-04	01-111-010-0000-2232-000000	$25.00	ROTH	20241101DED-15	N
	2024-11-04	01-111-011-0000-2232-000000	$25.00	ROTH	20241101DED-15	N
	2024-11-04	01-201-262-0000-2232-000000	$25.00	ROTH	20241101DED-15	N
	2024-11-04	01-201-268-0000-2232-000000	$46.25	ROTH	20241101DED-15	N
	2024-11-04	01-201-269-0000-2232-000000	$31.25	ROTH	20241101DED-15	N
	2024-11-04	01-201-270-0000-2232-000000	$70.00	ROTH	20241101DED-15	N
	2024-11-04	01-201-271-0000-2232-000000	$18.76	ROTH	20241101DED-15	N
	2024-11-04	11-430-700-0010-2232-000000	$800.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-063-062-0000-2232-000000	$150.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-201-274-0000-2232-000000	$62.50	ROTH	20241101DED-15	N
	2024-11-04	01-250-253-0000-2232-000000	$36.00	ROTH	20241101DED-15	N
	2024-11-04	01-250-254-0000-2232-000000	$50.00	ROTH	20241101DED-15	N
	2024-11-04	01-521-523-0000-2232-000000	$25.00	ROTH	20241101DED-15	N
	2024-11-04	03-320-021-0000-2232-000000	$27.50	ROTH	20241101DED-15	N
	2024-11-04	03-330-330-0000-2232-000000	$20.00	ROTH	20241101DED-15	N
	2024-11-04	11-420-600-0010-2232-000000	$48.75	ROTH	20241101DED-15	N
	2024-11-04	11-420-640-0010-2232-000000	$27.50	ROTH	20241101DED-15	N
	2024-11-04	11-430-700-0010-2232-000000	$210.00	ROTH	20241101DED-15	N
	2024-11-04	11-430-700-0030-2232-000000	$12.50	ROTH	20241101DED-15	N
	2024-11-04	01-063-064-0000-2232-000000	$25.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	11-450-430-0010-2232-000000	$17.50	ROTH	20241101DED-15	N
	2024-11-04	01-033-021-0000-2232-000000	$15.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-041-042-0000-2232-000000	$50.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-041-046-0000-2232-000000	$33.25	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-063-064-0000-2232-000000	$26.25	DEFERRED COMP	20241101DED-15	N
	2024-11-04	11-430-700-0010-2232-000000	$32.00	DEFERRED COMP	20241101DED-15	N

	2024-11-04	11-450-430-0020-2232-000000	$25.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-201-271-0000-2232-000000	($0.01)	ROTH	20241101DED-15	N
	2024-11-04	11-450-430-0020-2232-000000	$37.50	ROTH	20241101DED-15	N
	2024-11-04	01-033-021-0000-2232-000000	$31.25	ROTH	20241101DED-15	N
	2024-11-04	01-063-065-0000-2232-000000	$155.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-041-046-0000-2232-000000	$33.50	ROTH	20241101DED-15	N
	2024-11-04	11-430-700-0010-2232-000000	$32.00	ROTH	20241101DED-15	N
	2024-11-04	01-063-066-0000-2232-000000	$165.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-091-021-0000-2232-000000	$400.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-091-090-0000-2232-000000	$312.50	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-091-091-0000-2232-000000	$542.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-091-092-0000-2232-000000	$150.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-091-093-0000-2232-000000	$275.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-101-021-0000-2232-000000	$100.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-005-021-0000-2232-000000	$500.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-101-044-0000-2232-000000	$505.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-103-122-0000-2232-000000	$450.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-105-025-0000-2232-000000	$325.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-105-027-0000-2232-000000	$272.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-107-109-0000-2232-000000	$827.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-107-113-0000-2232-000000	$100.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-107-114-0000-2232-000000	$75.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-111-010-0000-2232-000000	$50.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-111-011-0000-2232-000000	$135.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-201-260-0000-2232-000000	$100.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-025-021-0000-2232-000000	$380.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-201-261-0000-2232-000000	$225.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-201-262-0000-2232-000000	$365.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-201-263-0000-2232-000000	$200.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-201-267-0000-2232-000000	$300.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-201-268-0000-2232-000000	$975.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-201-269-0000-2232-000000	$2,213.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-201-270-0000-2232-000000	$1,601.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-201-271-0000-2232-000000	$2,968.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-201-272-0000-2232-000000	$300.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-201-273-0000-2232-000000	$1,400.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-025-022-0000-2232-000000	$1,794.33	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-201-274-0000-2232-000000	$1,050.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-250-253-0000-2232-000000	$630.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-250-254-0000-2232-000000	$370.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-250-266-0000-2232-000000	$150.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-521-021-0000-2232-000000	$520.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-521-523-0000-2232-000000	$310.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-521-524-0000-2232-000000	$100.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-522-021-0000-2232-000000	$100.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	03-310-021-0000-2232-000000	$650.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	03-320-021-0000-2232-000000	$300.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-025-023-0000-2232-000000	$475.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	03-330-330-0000-2232-000000	$370.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	03-330-331-0000-2232-000000	$110.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	03-340-021-0000-2232-000000	$100.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	03-350-021-0000-2232-000000	$580.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	11-420-600-0010-2232-000000	$710.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	11-420-600-0020-2232-000000	$78.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	11-420-600-0030-2232-000000	$225.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	11-420-605-0010-2232-000000	$100.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	11-420-640-0010-2232-000000	$205.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	11-430-700-0010-2232-000000	$5,029.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-025-024-0000-2232-000000	$510.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	11-430-700-0020-2232-000000	$168.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	11-430-700-0030-2232-000000	$880.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	11-450-430-0010-2232-000000	$4,843.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	11-450-430-0020-2232-000000	$54.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	72-605-000-0000-2232-000000	$270.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-005-021-0000-2232-000000	$25.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-025-021-0000-2232-000000	$12.50	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-025-022-0000-2232-000000	$50.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-025-023-0000-2232-000000	$25.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-025-024-0000-2232-000000	$27.50	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-025-028-0000-2232-000000	$20.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-025-028-0000-2232-000000	$5.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-031-021-0000-2232-000000	$25.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-032-021-0000-2232-000000	$12.50	DEFERRED COMP	20241101DED-15	N

	2024-11-04	01-032-035-0000-2232-000000	$25.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-032-036-0000-2232-000000	$40.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-033-021-0000-2232-000000	$25.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-041-042-0000-2232-000000	$133.75	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-041-043-0000-2232-000000	$26.25	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-041-071-0000-2232-000000	$25.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-063-062-0000-2232-000000	$37.50	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-031-021-0000-2232-000000	$100.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-063-066-0000-2232-000000	$25.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-091-091-0000-2232-000000	$25.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-101-021-0000-2232-000000	$25.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-101-044-0000-2232-000000	$95.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-103-122-0000-2232-000000	$50.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-105-025-0000-2232-000000	$50.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-105-027-0000-2232-000000	$18.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-107-109-0000-2232-000000	$23.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-107-113-0000-2232-000000	$25.00	DEFERRED COMP	20241101DED-15	N
	2024-11-04	01-107-114-0000-2232-000000	$18.75	DEFERRED COMP	20241101DED-15	N
113822	**7062**	**ING**	**$61,838.08**			
113824	31299	HOLIDAY COMPANIES CORPORATE OFFICE				
	2024-11-04	11-420-000-0000-1461-000000	$2,050.00	Fuel Only client gas cards	20241031	N
113824	**31299**	**HOLIDAY COMPANIES CORPORATE OFFICE**	**$2,050.00**			
113826	200028	SITECAL, INC.				
	2024-11-04	11-450-485-0010-6411-000000	$390.00	Refrigerator Calibration: 2084192, 2084225 Minimum Onsite Applies	26263	N
	2024-11-04	11-450-485-0010-6411-000000	$195.00	Travel	26263	N
113826	**200028**	**SITECAL, INC.**	**$585.00**			
113827	200065	ASSISTANT WRIGHT COUNTY ATTORNEY				
	2024-11-04	01-091-091-0000-2238-000000	$40.00	UNON DUES	20241101DED-5	N
	2024-11-04	01-091-092-0000-2238-000000	$30.00	UNON DUES	20241101DED-5	N
113827	**200065**	**ASSISTANT WRIGHT COUNTY ATTORNEY**	**$70.00**			
113831	461	AT&T MOBILITY				
	2024-11-04	01-201-000-0000-6203-000000	$12,161.17	Sheriff Phone	287286574740X11032024	Y
	2024-11-04	01-201-000-0000-6204-000000	$3,399.58	Data Cards	287286574740X11032024	Y
	2024-11-04	01-201-281-0000-6203-000000	$72.78	Rep Phone	287286574740X11032024	Y
	2024-11-04	01-250-000-0000-6203-000000	$206.65	Jail Phone	287286574740X11032024	Y
	2024-11-04	02-230-000-0000-6203-000000	$275.55	Programs Phone	287286574740X11032024	Y
	2024-11-04	01-201-280-0000-6203-000000	$72.76	EMPG Phone	287286574740X11032024	Y
113831	**461**	**AT&T MOBILITY**	**$16,188.49**			
113832		Kristen Lynn Cayler				
	2024-11-04	11-450-430-0010-6333-000000	$20.64	TW-MT-TW K.F. Home Visit	EX000052294914	
	2024-11-04	11-450-430-0010-6333-000000	$21.78	TW-HL-TW B.H. Home Visit	EX000052294914	
	2024-11-04	11-450-430-0010-6333-000000	$17.29	TW-MT-TW P.V. Home Visit	EX000052294914	
	2024-11-04	11-450-430-0010-6333-000000	$9.11	TW-CW-TW K.K. Home Visit	EX000052294914	
	2024-11-04	11-450-430-0010-6333-000000	$20.64	TW-MT-TW S.B. Home Visit	EX000052294914	
	2024-11-04	11-450-430-0010-6333-000000	$17.42	TW-MT-TW S.O. Home Visit	EX000052294914	
	2024-11-04	11-450-430-0010-6333-000000	$13.00	TW-SH-TW C.H. Home Visit	EX000052294914	
	2024-11-04	11-450-430-0010-6333-000000	$18.96	TW-MT-TW K.A. Home Visit	EX000052294914	
	2024-11-04	11-450-430-0010-6333-000000	$13.00	TW-SH-TW C.H. Home Visit	EX000052294914	
	2024-11-04	11-450-430-0010-6333-000000	$21.04	TW-St. Cloud-TW G.M. Home Visit	EX000052294914	
	2024-11-04	11-450-430-0010-6333-000000	$17.82	TW-MT-TW C.V. Home Visit	EX000052294914	
113832		**Kristen Lynn Cayler**	**$190.70**			
113833		Kai Ta Sin				
	2024-11-04	11-450-491-7033-6338-000000	$20.50	TZD parking fees	EX000052109933	
113833		**Kai Ta Sin**	**$20.50**			
113834		Madison Ann Langrehr				
	2024-11-04	11-430-700-0010-6333-000000	$20.23	AS client meeting	EX000051382616	
	2024-11-04	11-430-700-0010-6333-000000	$46.57	BM and LC Client meetings	EX000051382616	
	2024-11-04	11-430-700-0010-6333-000000	$42.55	DM and BH Client Meetings	EX000051382616	
113834		**Madison Ann Langrehr**	**$109.35**			
113835		Cynthia Rose Weiland				
	2024-11-04	01-025-023-0000-6333-000000	$51.46	MCA Work Conference	EX000051332426	
	2024-11-04	01-025-023-0000-6333-000000	$51.86	MCA Work Conference	EX000051332426	
113835		**Cynthia Rose Weiland**	**$103.32**			
113836		Tiffany Ann McAlpine				
	2024-11-04	11-430-700-0010-6334-000000	$19.91	St. Louis County Conference October 9,10th. Dinner, burger only with tax and tip equals 19.91	EX000051256070	
	2024-11-04	11-430-700-0010-6334-000000	$21.79	Dinner at St. Louis County Conference. 10/9/24. St. Louis County Conference, 10/9/24 to 10/10/24.	EX000051256070	
	2024-11-04	11-430-700-0010-6334-000000	$23.00	St. Louis County conference October 9, 10. Lunch on 10/9/24.	EX000051256070	
	2024-11-04	11-430-700-0010-6334-000000	$29.50	Dinner @ St. Louis County Conference 10/10/24	EX000051256070	
	2024-11-04	11-430-700-0010-6334-000000	$22.36	Lunch on 10/10/24 @ St. Louis county Conference. 19.45 plus tip equals 22.36	EX000051256070	
113836		**Tiffany Ann McAlpine**	**$116.56**			
113837		Rebecca Mae Langaard				
	2024-11-04	11-430-700-0010-6333-000000	$63.99	Home office-Cokato-Home office	EX000051762835	
	2024-11-04	11-430-700-0010-6333-000000	$28.61	Home office-Otsego-home office	EX000051762835	

	2024-11-04	11-430-700-0010-6333-000000	$36.52	Home office-Monticello-home office	EX000051762835	
	2024-11-04	11-430-700-0010-6333-000000	$29.82	Home office-Albertville-Otsego-Home office	EX000051762835	
	2024-11-04	11-430-700-0010-6333-000000	$28.68	Home office-Otsego-Home office	EX000051762835	
	2024-11-04	11-430-700-0010-6333-000000	$30.02	Home office-St. Michael-Home office	EX000051762835	
	2024-11-04	11-430-700-0010-6333-000000	$28.21	Home office-Otsego-Home office	EX000051762835	
	2024-11-04	11-430-700-0010-6333-000000	$30.28	Home office-Otsego-Home office	EX000051762835	
113837		**Rebecca Mae Langaard**	**$276.13**			
113838		Brandi JO Kirkpatrick				
	2024-11-04	11-430-700-0010-6338-000000	$18.51	dinner in Duluth for St. Louis Conference	EX000050805129	
	2024-11-04	11-430-700-0010-6338-000000	$26.84	Dinner while at St. Louis Conference in Duluth	EX000050805129	
	2024-11-04	11-430-700-0010-6338-000000	$7.78	lunch meal at DQ during St. Louis Conference.	EX000050805129	
	2024-11-04	11-430-700-0010-6338-000000	$11.47	dinner on way home from St. Louis County conference	EX000050805129	
	2024-11-04	11-430-700-0010-6338-000000	$19.78	Lunch while at St. Louis County	EX000050805129	
113838		**Brandi JO Kirkpatrick**	**$84.38**			
113839		Alison Elizabeth Dudek				
	2024-11-04	11-450-430-0010-6333-000000	$28.54	DOT Client Visits in St. Michael (DK) and Otsego (AW)	EX000050017268	
113839		**Alison Elizabeth Dudek**	**$28.54**			
113840		Kristie Marie Rathmanner				
	2024-11-04	11-450-430-0010-6333-000000	$8.84	Perinatal Hepatitis B Training - St. Paul	EX000051332576	
113840		**Kristie Marie Rathmanner**	**$8.84**			
113841		Jami KAY Goodrum				
	2024-11-04	01-000-000-0000-6801-000000	($872.04)	Corporate card transaction reversal.	EX000050017101	
	2024-11-04	11-450-430-0020-6338-000000	$39.24	Jami Goodrum 2024 Sept 24 - 26 PierB Resort - MACSSA Duluth 2 Nights Total	EX000050017101	
	2024-11-04	11-430-700-0020-6338-000000	$122.09	Jami Goodrum 2024 Sept 24 - 26 PierB Resort - MACSSA Duluth 2 Nights Total	EX000050017101	
	2024-11-04	11-420-600-0020-6338-000000	$56.68	Jami Goodrum 2024 Sept 24 - 26 PierB Resort - MACSSA Duluth 2 Nights Total	EX000050017101	
	2024-11-04	11-450-430-0020-6338-000000	$3.04	Jami Dinner 2024 Sept 24 - 26 MACSSA Duluth	EX000050017101	
	2024-11-04	11-430-700-0020-6338-000000	$9.46	Jami Dinner 2024 Sept 24 - 26 MACSSA Duluth	EX000050017101	
	2024-11-04	11-420-600-0020-6338-000000	$4.39	Jami Dinner 2024 Sept 24 - 26 MACSSA Duluth	EX000050017101	
	2024-11-04	11-450-430-0020-6338-000000	$4.14	Jami Goodrum Dinner 2024 Sept 24 - 26 MACSSA Duluth	EX000050017101	
	2024-11-04	11-430-700-0020-6338-000000	$12.88	Jami Goodrum Dinner 2024 Sept 24 - 26 MACSSA Duluth	EX000050017101	
	2024-11-04	11-420-600-0020-6338-000000	$5.98	Jami Goodrum Dinner 2024 Sept 24 - 26 MACSSA Duluth	EX000050017101	
	2024-11-04	11-450-430-0020-6333-000000	$37.88	Jami Mileage 2024 Sept 24 - 26 PierB Resort - MACSSA Duluth	EX000050017101	
	2024-11-04	11-430-700-0020-6333-000000	$117.85	Jami Mileage 2024 Sept 24 - 26 PierB Resort - MACSSA Duluth	EX000050017101	
	2024-11-04	11-420-600-0020-6333-000000	$54.72	Jami Mileage 2024 Sept 24 - 26 PierB Resort - MACSSA Duluth	EX000050017101	
	2024-11-04	11-420-600-0020-6338-000000	$2.28	Jami Lunch 2024 Sept 24 - 26 MACSSA Duluth	EX000050017101	
	2024-11-04	11-430-700-0020-6338-000000	$4.92	Jami Lunch 2024 Sept 24 - 26 MACSSA Duluth	EX000050017101	
	2024-11-04	11-450-430-0020-6338-000000	$1.58	Jami Lunch 2024 Sept 24 - 26 MACSSA Duluth	EX000050017101	
	2024-11-04	11-450-430-0020-6333-000000	$1.66	2024-10-19 Maple Lake Safe Schools	EX000050017101	
	2024-11-04	11-430-700-0020-6333-000000	$5.18	2024-10-19 Maple Lake Safe Schools	EX000050017101	
	2024-11-04	11-420-600-0020-6333-000000	$2.41	2024-10-19 Maple Lake Safe Schools	EX000050017101	
	2024-11-04	11-420-600-0030-6338-000000	$218.01	Kim Johnson 2024-9-24 MACSSA Duluth 2 Nights Toal	EX000050017101	
	2024-11-04	11-420-600-0020-6338-000000	$56.68	Jami Goodrum 2024 Sept 24 - 26 PierB Resort - MACSSA Duluth	EX000050017101	
	2024-11-04	11-430-700-0020-6338-000000	$122.09	Jami Goodrum 2024 Sept 24 - 26 PierB Resort - MACSSA Duluth	EX000050017101	
	2024-11-04	11-450-430-0020-6338-000000	$39.24	Jami Goodrum 2024 Sept 24 - 26 PierB Resort - MACSSA Duluth	EX000050017101	
	2024-11-04	11-420-600-0030-6338-000000	$218.01	Kim Johnson 2024 Sept 24 - 26 PierB Resort - MACSSA Duluth 2 Nights Total	EX000050017101	
	2024-11-04	11-420-600-0020-6333-000000	$1.67	2024-10-10 STMA Safe Schools	EX000050282124	
	2024-11-04	11-430-700-0020-6333-000000	$3.60	2024-10-10 STMA Safe Schools	EX000050282124	
	2024-11-04	11-450-430-0020-6333-000000	$1.16	2024-10-10 STMA Safe Schools	EX000050282124	
	2024-11-04	11-450-430-0020-6333-000000	$3.74	2024-10-11-24 Rogers Safe Schools	EX000050282124	
	2024-11-04	11-420-600-0020-6333-000000	$5.40	2024-10-11-24 Rogers Safe Schools	EX000050282124	
	2024-11-04	11-430-700-0020-6333-000000	$11.63	2024-10-11-24 Rogers Safe Schools	EX000050282124	
113841		**Jami KAY Goodrum**	**$295.57**			
113842		Paige Elizabeth Sangren				
	2024-11-04	11-450-430-0010-6333-000000	$31.09	GC-Cokato Library-Client Home-GC	EX000051387360	
113842		**Paige Elizabeth Sangren**	**$31.09**			
113843		Emily Estelle Anderson				
	2024-11-04	11-430-700-0030-6334-000000	$16.10	dinner at conference	EX000051230133	
	2024-11-04	11-430-700-0030-6334-000000	$21.72	dinner at conference	EX000051230133	
	2024-11-04	11-430-700-0030-6334-000000	$5.56	lunch at conference	EX000051230133	
	2024-11-04	11-430-700-0030-6334-000000	$15.32	lunch at conference	EX000051230133	
	2024-11-04	11-430-700-0030-6334-000000	$9.11	dinner at conference	EX000051230133	
113843		**Emily Estelle Anderson**	**$67.81**			
113844		Brandy Belan Vollbrecht				
	2024-11-04	11-430-700-0010-6334-000000	$21.83	ST. LOUS COUNTY CONFERENCE - DINNER	EX000051332066	
	2024-11-04	11-430-700-0010-6334-000000	$17.71	ST LOUIS COUNTY CONFERENCE - DINNER	EX000051332066	
	2024-11-04	11-430-700-0010-6334-000000	$23.00	ST LOUIS COUNTY CONFERENCE - LUNCH	EX000051332066	
	2024-11-04	11-430-700-0010-6334-000000	$16.11	ST LOUIS COUNTY CONFERENCE- LUNCH	EX000051332066	
	2024-11-04	11-430-700-0010-6334-000000	$11.27	ST LOUIS COUNTY CONFERENCE - DINNER	EX000051332066	
113844		**Brandy Belan Vollbrecht**	**$89.92**			
113857	46433	MN DEPT OF PUBLIC SAFETY				
	2024-11-05	84-041-000-0000-6820-000000	$32,695.92	MNDRIVE	20241105MV	N
113857	**46433**	**MN DEPT OF PUBLIC SAFETY**	**$32,695.92**			
113858	3499	BOBS TOWING AND RECOVERY INC				

	2024-11-05	01-201-000-0000-6261-000000	$300.49	Tow:24030866	24-26274	N
113858	**3499**	**BOBS TOWING AND RECOVERY INC**	**$300.49**			
113859	461	AT&T MOBILITY				
	2024-11-05	01-005-021-0005-6203-000000	$44.88	Commissioner Phone Svc 9/26/24-10/25/24	287315224199X11032024	Y
113859	**461**	**AT&T MOBILITY**	**$44.88**			
113860		Kristen Lynn Cayler				
	2024-11-05	11-450-430-0010-6333-000000	$17.42	TW-MT-TW S.O. Home Visit	EX000052295249	
	2024-11-05	11-450-430-0010-6333-000000	$24.99	TW-St.Augusta-TW B.L. Home Visit	EX000052295249	
	2024-11-05	11-450-430-0010-6333-000000	$17.82	TW-MT-TW C.V. Home Visit	EX000052295249	
	2024-11-05	11-450-430-0010-6333-000000	$13.00	TW-CW-TW C.H. Home Visit	EX000052295249	
	2024-11-05	11-450-430-0010-6333-000000	$22.71	TW-HL-TW A.P. Home Visit	EX000052295249	
	2024-11-05	11-450-430-0010-6333-000000	$11.99	TW-MT-TW Z.R. Home Visit	EX000052295249	
	2024-11-05	11-450-430-0010-6333-000000	$18.16	TW-MT-TW A.S. Home Visit	EX000052295249	
	2024-11-05	11-450-430-0010-6333-000000	$13.00	TW-SH-TW C.H. Home Visit	EX000052295249	
	2024-11-05	11-450-430-0010-6333-000000	$17.82	TW-MT-TW C.V. Home Visit	EX000052295249	
	2024-11-05	11-450-430-0010-6333-000000	$23.99	TW-Mt-TW Z.R. Home Visit	EX000052295249	
	2024-11-05	11-450-430-0010-6333-000000	$10.32	TW-MT-TW K.F. Home Visit	EX000052295249	
	2024-11-05	11-450-430-0010-6333-000000	$19.97	TW-MT-TW K.A. Home Visit	EX000052295249	
113860		**Kristen Lynn Cayler**	**$211.19**			
113861		Breanna Jaymee Johnson				
	2024-11-05	11-430-700-0010-6333-000000	$5.23	Client Meeting - J.C.	EX000051666771	
	2024-11-05	11-430-700-0010-6333-000000	$2.75	Client Meeting - R.G.	EX000051762426	
113861		**Breanna Jaymee Johnson**	**$7.98**			
113862		Kai Ta Sin				
	2024-11-05	11-450-491-0040-6333-000000	$28.97	gas reimbursement from the training up in Grand Forks	EX000052109937	
	2024-11-05	11-450-430-0010-6333-000000	$62.24	age friendly mtg	EX000052110082	
	2024-11-05	11-450-430-0010-6333-000000	$17.29	car seat clinic at STMA open house	EX000052110086	
	2024-11-05	11-450-430-0010-6333-000000	$34.24	car seat clinic- DC	EX000052110090	
	2024-11-05	11-450-430-0010-6333-000000	$30.75	car seat clinic- maple grove	EX000052110094	
113862		**Kai Ta Sin**	**$173.49**			
113863		Anna Morris Radloff				
	2024-11-05	11-430-700-0010-6333-000000	$15.81	TW- Monticello- TW (TO session)-St. Michael- TW (LJ session)	EX000048784838	
	2024-11-05	11-430-700-0010-6333-000000	$21.64	TW-Delano-TW (AD session)	EX000048784838	
	2024-11-05	11-430-700-0010-6333-000000	$1.68	TW-St. Michael-TW (LJ session)	EX000048784838	
	2024-11-05	11-430-700-0010-6333-000000	$25.86	TW-Rockford- TW (SE session) Monticello-TW (AP session)	EX000048784838	
	2024-11-05	11-430-700-0010-6333-000000	$24.05	TW-Delano-TW (AD session)- St. Michael-TW (KD session)	EX000048784838	
	2024-11-05	11-430-700-0010-6333-000000	$25.86	TW-Rockford-TW (SE session)- Monticello-TW (AP session)	EX000048784838	
	2024-11-05	11-430-700-0010-6333-000000	$21.64	TW-Delano-TW (AD session)	EX000048784838	
	2024-11-05	11-430-700-0010-6333-000000	$24.05	TW- Delano-TW (AD session)-St. Michael- TW (KD session.	EX000048784838	
	2024-11-05	11-430-700-0010-6245-000000	$100.00	Trauma Focused- Cognitive Behavioral Therapy recertification.	EX000048784838	
	2024-11-05	11-430-700-0010-6333-000000	$14.20	TW- Monticello-TW (TO session)	EX000048784838	
	2024-11-05	11-430-700-0010-6333-000000	$25.86	TW-Rockford-TW (SE session)- Monticello-TW (AP session)	EX000048784838	
113863		**Anna Morris Radloff**	**$300.65**			
113864		Cynthia Rose Weiland				
	2024-11-05	01-025-023-0000-6334-000000	$15.53	Breakfast	EX000051332462	
	2024-11-05	01-025-023-0000-6334-000000	$13.83	Breakfast	EX000051332462	
113864		**Cynthia Rose Weiland**	**$29.36**			
113865		Karmen KAY Christenson				
	2024-11-05	11-450-430-0010-6333-000000	$13.33	tw-waverly-tw, hv bc	EX000052322010	
	2024-11-05	11-450-430-0010-6333-000000	$29.15	tw-cokato-tw, hv bh, ma	EX000052322010	
	2024-11-05	11-450-430-0010-6333-000000	$23.99	tw-st. micheal-hanover-tw, hv yf, nh	EX000052322010	
	2024-11-05	11-450-430-0010-6333-000000	$8.98	tw-rockford, hv cl	EX000052322010	
	2024-11-05	11-450-430-0010-6333-000000	$13.33	tw- waverly-tw, hv bc	EX000052322010	
	2024-11-05	11-450-430-0010-6333-000000	$12.66	tw-montrose-tw-m hv jc	EX000052322010	
	2024-11-05	11-450-430-0010-6333-000000	$17.22	tw-rockford-hanover-tw, hv nh sm	EX000052322010	
	2024-11-05	11-450-430-0010-6333-000000	$23.99	tw-st. micheal-tw, hv FY	EX000052322010	
	2024-11-05	11-450-430-0010-6333-000000	$17.22	tw-hanover-tw, hv nh	EX000052322010	
	2024-11-05	11-450-430-0010-6333-000000	$28.81	tw-cokato-tw, hv kw	EX000052322010	
	2024-11-05	11-450-430-0010-6333-000000	$12.66	tw-montrose-tw, hv jc	EX000052322010	
	2024-11-05	11-450-430-0010-6333-000000	$8.84	tw-rockford-tw, hv sm	EX000052322010	
	2024-11-05	11-450-430-0010-6333-000000	$8.98	tw-rockford-tw, hv cl	EX000052322010	
113865		**Karmen KAY Christenson**	**$219.16**			
113866		Mary Frances Lee				
	2024-11-05	11-450-430-0010-6333-000000	$34.51	TW-OT-TW home visit EK supervisor approved mileage	EX000052139790	
	2024-11-05	11-450-430-0010-6333-000000	$34.97	TW-AL-OT-TW home visits KF and LS Supervisor approved mileage	EX000052139790	
	2024-11-05	11-450-430-0010-6333-000000	$34.51	TW-OT-TW home visit EK Supervisor approved mileage	EX000052139790	
113866		**Mary Frances Lee**	**$103.99**			
113867		Wendy Sue Ryan				
	2024-11-05	11-430-700-0010-6333-000000	$9.65	J.W.- HM-Brooklyn Park-HM	EX000051200086	
	2024-11-05	11-430-700-0010-6333-000000	$20.90	R.K.- HM-Albertville-HM	EX000051200086	
	2024-11-05	11-430-700-0010-6333-000000	$32.83	AA-HM-Montrose Elementary (RT)	EX000051200086	
	2024-11-05	11-430-700-0010-6333-000000	$9.65	JW- HM-Brooklyn PK-HM	EX000051200086	
	2024-11-05	11-430-700-0010-6333-000000	$32.83	AR- HM-Montrose Elementary-HM	EX000051200086	

	2024-11-05	11-430-700-0010-6333-000000	$42.81	JB-HM-Burnsville mall-HM	EX000051200086	
	2024-11-05	11-430-700-0010-6333-000000	$64.12	JB.- HM-hazelden-HM	EX000051200086	
113867		**Wendy Sue Ryan**	**$212.79**			
113868		Ellen Ann Bizek				
	2024-11-05	11-430-700-0010-6333-000000	$22.24	Relicense D.Z	EX000050405677	
	2024-11-05	11-430-700-0010-6338-000000	$29.30	St. Louis County Health & Human Services Conference - dinner night before conference due to travel requirements - Duluth, MN	EX000050405677	
	2024-11-05	11-430-700-0010-6338-000000	$15.31	St. Louis County Health & Human Services Conference - lunch in Duluth, MN	EX000050405677	
	2024-11-05	11-430-700-0010-6338-000000	$27.52	St. Louis County Health & Human Services Conference - Dinner in Duluth, MN	EX000050405677	
	2024-11-05	11-430-700-0010-6338-000000	$18.25	St. Louis County Health & Human Services Conference - Lunch in Duluth, MN	EX000050405677	
	2024-11-05	11-430-700-0010-6338-000000	$13.58	St. Louis County Health & Human Services Conference - Dinner in Pine City, MN due to travel requirements of conference	EX000050405677	
113868		**Ellen Ann Bizek**	**$126.20**			
113869		Jennifer Lynn Haller				
	2024-11-05	11-430-700-0010-6334-000000	$19.10	St. Louis County Conference-Dinner in Duluth	EX000051230537	
	2024-11-05	11-430-700-0010-6334-000000	$24.07	St. Louis County Conference-Dinner in Duluth	EX000051230537	
	2024-11-05	11-430-700-0010-6334-000000	$15.45	St. Louis County Training-Lunch in Duluth	EX000051230537	
	2024-11-05	11-430-700-0010-6334-000000	$10.09	St. Louis County Conference-Dinner on way home from conference	EX000051230537	
	2024-11-05	11-430-700-0010-6334-000000	$14.01	St. Louis County Conference-Lunch in Duluth	EX000051230537	
113869		**Jennifer Lynn Haller**	**$82.72**			
113870		Tamara LUJEAN Chiglo				
	2024-11-05	11-430-700-0010-6333-000000	$34.71	RW-Mpls.- RW- Visit- M.D.	EX000052232902	
	2024-11-05	11-430-700-0010-6333-000000	$12.26	RW-MR- RW- Visit-S.J.	EX000052232902	
	2024-11-05	11-430-700-0010-6333-000000	$18.56	RW- MR-RW-RF-RW- Visits- S.C., A.F., C.F.	EX000052232902	
	2024-11-05	11-430-700-0010-6333-000000	$2.41	RW-DL-RW- A.E.	EX000052232902	
	2024-11-05	11-430-700-0010-6333-000000	$28.07	RW-MR-RW-WV-RW- Visits- E.L., V.M.	EX000052232902	
	2024-11-05	11-430-700-0010-6333-000000	$27.47	RW-OT-AL-RW-DL-RW- Visits- K.M., W.S. and K.S., A.A.	EX000052232902	
113870		**Tamara LUJEAN Chiglo**	**$123.48**			
113871		Nathan Stephen Bayerl				
	2024-11-05	01-103-122-0000-6338-000000	$23.00	10/2/2024 LUNCH MEAL REIMBURSEMENT, WITH LODGING REIMBURSEMENT	EX000051387847	
	2024-11-05	01-103-122-0000-6338-000000	$20.44	10/2/2024 DINNER MEAL REIMBURSEMENT, INCLUDING $2.67 TIP WITH LODGING REIMBURSEMENT	EX000051387847	
	2024-11-05	01-103-122-0000-6338-000000	$22.80	10/3/2024 DINNER MEAL REIMBURSEMENT, INCLUDING $2.97 TIP WITH LODGING REIMBURSEMENT	EX000051387847	
	2024-11-05	01-103-122-0000-6338-000000	$23.00	10/4/2024 LUNCH MEAL REIMBURSEMENT, WITH LODGING REIMBURSEMENT	EX000051387847	
113871		**Nathan Stephen Bayerl**	**$89.24**			
113872		Emma Jean Williamson				
	2024-11-05	11-450-430-0010-6333-000000	$37.45	PHN visits to provide TB treatment.	EX000052294968	
113872		**Emma Jean Williamson**	**$37.45**			
113873		Jared Alan Otto				
	2024-11-05	01-522-021-0000-6801-000000	$2.50	CDL written test for tanker endorsement	EX000052233668	
	2024-11-05	01-522-021-0000-6801-000000	$26.75	CDL written test fee	EX000052233676	
113873		**Jared Alan Otto**	**$29.25**			
113874		US BANK				
	2024-11-05	01-000-000-0000-6801-000000	$49.77	Palm Rests for Toughbooks	464083-2024-11-05	
	2024-11-05	01-000-000-0000-6801-000000	$109.51	O'Reilly 1524	464084-2024-11-05	
	2024-11-05	01-000-000-0000-6801-000000	$160.00	SQ Freedom Chemical Heal	464084-2024-11-05	
	2024-11-05	01-000-000-0000-6801-000000	$32.00	USPS PO 2613100313	464085-2024-11-05	
	2024-11-05	01-000-000-0000-6801-000000	$1,505.25	Dynamic moveable target for range	464086-2024-11-05	
	2024-11-05	01-000-000-0000-6801-000000	$15.49	Netflix.com	464087-2024-11-05	
	2024-11-05	01-000-000-0000-6801-000000	$221.45	Grainger	464088-2024-11-05	
	2024-11-05	01-000-000-0000-6801-000000	$5.00	car wash 10-28	464089-2024-11-05	
	2024-11-05	01-000-000-0000-6801-000000	$530.33	Amazon	464090-2024-11-05	
	2024-11-05	01-000-000-0000-6801-000000	$179.80	Amazon	464091-2024-11-05	
	2024-11-05	01-000-000-0000-6801-000000	$68.98	Menards	464092-2024-11-05	
	2024-11-05	01-000-000-0000-6801-000000	$63.69	Swearing In Ceremony supplies	464093-2024-11-05	
	2024-11-05	01-000-000-0000-6801-000000	$65.99	Swearing In Ceremony supplies	464093-2024-11-05	
	2024-11-05	01-000-000-0000-6801-000000	$77.98	newegg marketplace	464094-2024-11-05	
	2024-11-05	01-000-000-0000-6801-000000	$123.82	Safety equip PPE	464095-2024-11-05	
	2024-11-05	01-000-000-0000-6801-000000	$61.56	Safety equip PPE	464095-2024-11-05	
113874		**US BANK**	**$3,270.62**			
113875	1126	SCHULTZ SOFT WATER INC				
	2024-11-05	01-521-021-0000-6301-000000	$223.50	Drain water softener for winter months-Otsego	113761	N
	2024-11-05	01-521-021-0000-6301-000000	$223.50	Drain water softener for winter months-Bertram	113845	N
113875	**1126**	**SCHULTZ SOFT WATER INC**	**$447.00**			
113876	1347	AMAZON BUSINESS				
	2024-11-05	11-450-472-0010-6411-000000	$49.99	1 Travel Laptop Backpack for Men Women, Waterproof Anti-Theft Bookbag Airline Approved Carry on Backpacks 17 inch Casual Daypacks Large Travel Laptop Bag with USB Best Gift for Mochilas Para	1W6R-TCLV-97MK	N
	2024-11-05	11-450-472-0010-6411-000000	$99.98	2 CROSSGEAR Large Travel Backpack Waterproof Laptop Bag Airline Approved Business Office Work Computer Casual Daypacks TSA Lock Anti-Theft Bookbag with USB Port Fit 17.3 inch Laptops for Men	1W6R-TCLV-97MK	N
113876	**1347**	**AMAZON BUSINESS**	**$149.97**			
113877	1487	MN DEPARTMENT OF LABOR & IND				
	2024-11-05	01-107-000-0000-6359-000000	$1,692.95	State Surcharge OCT1710002024	OCT1710002024	N
113877	**1487**	**MN DEPARTMENT OF LABOR & IND**	**$1,692.95**			
113878	1665	FARM-RITE EQUIPMENT INC				
	2024-11-05	01-522-021-0000-6343-000000	$2,500.00	1 month rental of the drum mulcher for E60 Mini Ex	R14023	N
	2024-11-05	01-521-021-0000-6343-000000	$384.00	1 month rental of the drum mulcher for E60 Mini Ex	R14023	N
113878	**1665**	**FARM-RITE EQUIPMENT INC**	**$2,884.00**			
113879	1983	FS3 INC				

	2024-11-05	01-521-021-0000-6301-000000	$497.89	Rex Transmitter Repair	91621	N
113879	**1983**	**FS3 INC**	**$497.89**			
113880	3162	GRANITE ELECTRONICS				
	2024-11-05	01-201-000-0000-6261-000000	$150.00	FCC License 10 Years Exp:10/17/2034	2248098	N
113880	**3162**	**GRANITE ELECTRONICS**	**$150.00**			
113881	3365	WSB & ASSOCIATES INC				
	2024-11-05	03-326-000-0000-6261-000000	$59,031.53	CSAH 35 Construction Services and Material Testing	R-020473-000-27	N
	2024-11-05	03-326-000-0000-6261-000000	$43,800.55	CSAH 35 Construction Services and Material Testing	R-020473-000-28	N
113881	**3365**	**WSB & ASSOCIATES INC**	**$102,832.08**			
113882	4162	ASSOCIATED BANK				
	2024-11-05	36-836-000-0000-6701-000000	$475,000.00	2015A PRINCIPAL ACCT 99G10003	982-301 1024	N
	2024-11-05	36-836-000-0000-6702-000000	$86,218.75	2015A INTEREST ACCT 99G100003	982-301 1024	N
	2024-11-05	36-836-000-0000-6701-000000	$380,000.00	2016A PRINCIPAL ACCT 99G10003	982-302 1024	N
	2024-11-05	36-836-000-0000-6702-000000	$57,743.75	2016 INTEREST ACCT 99G10003	982-302 1024	N
113882	**4162**	**ASSOCIATED BANK**	**$998,962.50**			
113883	4713	GUARDIAN FLEET SAFETY LLC				
	2024-11-05	01-201-000-0000-6452-000000	$902.50	Vehicle Maintenance	23-0314	N
	2024-11-05	01-201-000-0000-6452-000000	$95.00	Vehicle Maintenance Squad 824	300476	N
	2024-11-05	01-201-000-0000-6452-000000	$190.00	Vehicle Maintenance Squad 995	300477	N
	2024-11-05	01-201-000-0000-6452-000000	$190.00	Vehicle Maintenance Squad 804	300478	N
113883	**4713**	**GUARDIAN FLEET SAFETY LLC**	**$1,377.50**			
113884	6097	ODP BUSINESS SOLUTIONS, LLC				
	2024-11-05	01-250-000-0000-6410-000000	$386.24	Jail Supplies- Chair	393670528001	N
	2024-11-05	01-250-000-0000-6410-000000	$23.74	Jail Supplies- Notepads	393702329001	N
	2024-11-05	01-250-000-0000-6410-000000	$75.98	Jail Supplies- USBs	393702332001	N
113884	**6097**	**ODP BUSINESS SOLUTIONS, LLC**	**$485.96**			
113885	6171	EXPEDITIONARY SERVICES LLC				
	2024-11-05	01-201-000-0000-6261-000000	$7,470.40	October 2024 Consult	28	Y
113885	**6171**	**EXPEDITIONARY SERVICES LLC**	**$7,470.40**			
113886	6623	MP NEXLEVEL LLC				
	2024-11-05	73-846-000-0000-6261-000000	$13.00	Oct 24 Locating Lake Charlotte LID	1357465	N
113886	**6623**	**MP NEXLEVEL LLC**	**$13.00**			
113887	7338	GOPHER STATE ONE CALL				
	2024-11-05	73-846-000-0000-6261-000000	$5.40	FTP Tickets Lake Charlotte LID	4101111	N
	2024-11-05	01-063-000-0000-6261-000000	$9.45	Email Tickets: 7 at $1.35	4101613	N
113887	**7338**	**GOPHER STATE ONE CALL**	**$14.85**			
113888	31299	HOLIDAY COMPANIES CORPORATE OFFICE				
	2024-11-05	01-201-000-0000-6452-000000	$1,518.00	Car Washes 9/30/24-10/31/24	025001112400	N
113888	**31299**	**HOLIDAY COMPANIES CORPORATE OFFICE**	**$1,518.00**			
113889	33194	INTERPROSE CORPORATION/THE				
	2024-11-05	11-450-430-0020-6260-000000	$656.70	SOFTWARE OR SYSTEMS SUPPORT	23629	N
	2024-11-05	11-430-700-0020-6260-000000	$1,998.64	SOFTWARE OR SYSTEMS SUPPORT	23629	N
	2024-11-05	11-420-600-0020-6260-000000	$913.66	SOFTWARE OR SYSTEMS SUPPORT	23629	N
113889	**33194**	**INTERPROSE CORPORATION/THE**	**$3,569.00**			
113890	68948	VILLAGE RANCH INC				
	2024-11-05	01-025-000-0000-6265-000000	$7,446.20	October 2024 juvenile correctional fee	062984	N
	2024-11-05	01-025-000-0000-6265-000000	$7,446.20	October 2024 juvenile correctional fee	062987	N
113890	**68948**	**VILLAGE RANCH INC**	**$14,892.40**			
113891	200181	MICHAEL PEPIN				
	2024-11-05	01-013-000-0000-6270-000000	$8,080.00	Atty Fee - Inv 126 JV-21-5829	00126	Y
	2024-11-05	01-013-000-0000-6270-000000	$430.00	Atty Fee - Invoice 143 PR-24-1356	20241021	Y
	2024-11-05	01-013-000-0000-6270-000000	$420.00	Atty Fee - Invoice 148 PR-22-5100	20241021	Y
	2024-11-05	01-013-000-0000-6270-000000	$3,420.00	Atty Fee - Invoice 145 JV-24-340	20241021	Y
	2024-11-05	01-013-000-0000-6270-000000	$2,070.00	Atty Fee - Invoice 150 JV-24-2894	20241021	Y
	2024-11-05	01-013-000-0000-6270-000000	$4,220.00	Atty Fee - Invoice 147 JV-23-5081	20241021	Y
	2024-11-05	01-013-000-0000-6270-000000	$1,590.00	Atty Fee - Invoice 144 JV-23-55	20241021	Y
	2024-11-05	01-013-000-0000-6270-000000	$3,840.00	Atty Fee - invoice 142 JV-23-115	20241021	Y
113891	**200181**	**MICHAEL PEPIN**	**$24,070.00**			
113892	200646	PRECISE MRM LLC				
	2024-11-05	03-310-000-0000-6260-000000	$580.00	GPS SERVICES FOR THE PLOW/SIGN TRUCKS	IN200-2001185	N
113892	**200646**	**PRECISE MRM LLC**	**$580.00**			
113893	46433	MN DEPT OF PUBLIC SAFETY				
	2024-11-06	84-041-000-0000-6820-000000	$20,244.17	MNDRIVE	20241106MV	N
113893	**46433**	**MN DEPT OF PUBLIC SAFETY**	**$20,244.17**			
113894	543	CORNERSTONE DETENTION				
	2024-11-06	01-250-000-0000-6301-000000	$6,750.00	Maintenance Performed at the facility 24-25	211541204	N
113894	**543**	**CORNERSTONE DETENTION**	**$6,750.00**			
113895	576	I STATE TRUCK CENTER				
	2024-11-06	03-380-000-0000-6574-000000	$794.30	HWY REPAIR PARTS	C244007001	N
	2024-11-06	03-380-000-0000-6574-000000	$639.25	HWY REPAIR PARTS	C244008276	N
113895	**576**	**I STATE TRUCK CENTER**	**$1,433.55**			
113896	1048	MARTIN-MCALLISTER CONSULTING				
	2024-11-06	01-201-000-0000-6261-000000	$4,375.00	Public Safety Assessment	16520	N

113896	**1048**	**MARTIN-MCALLISTER CONSULTING**	**$4,375.00**			
113897	1075	BUFFALO/CITY OF				
	2024-11-06	01-111-000-0000-6251-000000	$5.00	106 2nd St NW Park Lot Light 8/31/24-9/30/24	01-147020-03 1024	N
	2024-11-06	01-111-000-0000-6251-000000	$43.83	GC 10 2nd St NW Utilities 8/31/24-9/30/24	02-068000-00 1024	N
	2024-11-06	01-111-000-0000-6251-000000	$40.06	Public Works Electric 8/31/24-9/30/24	11-059855-00 1024	N
113897	**1075**	**BUFFALO/CITY OF**	**$88.89**			
113898	1463	SILVER CREEK TOWNSHIP				
	2024-11-06	01-099-493-8532-6261-000000	$37,259.18	ARP Surface Transportation Projects	20241015ARP-2	N
113898	**1463**	**SILVER CREEK TOWNSHIP**	**$37,259.18**			
113899	1520	SKYNORTH SOFTWARE LLC				
	2024-11-06	01-063-000-0000-6261-000000	$820.00	Consulting Services 2024-10	2130	N
113899	**1520**	**SKYNORTH SOFTWARE LLC**	**$820.00**			
113900	1665	FARM-RITE EQUIPMENT INC				
	2024-11-06	03-380-000-0000-6574-000000	$694.21	HWY REPAIR PARTS	P84525	N
	2024-11-06	03-380-000-0000-6574-000000	$8.98	HWY REPAIR PARTS	P84542	N
	2024-11-06	03-380-000-0000-6574-000000	$8.98	HWY REPAIR PARTS	P84574	N
113900	**1665**	**FARM-RITE EQUIPMENT INC**	**$712.17**			
113901	1925	CHAMBERLAIN OIL CO				
	2024-11-06	03-380-000-0000-6568-000000	$2,232.45	MOTOR OILS HWY REPAIR PARTS	489191-00	N
	2024-11-06	03-380-000-0000-6574-000000	$215.60	MOTOR OILS HWY REPAIR PARTS	489191-00	N
113901	**1925**	**CHAMBERLAIN OIL CO**	**$2,448.05**			
113902	2244	FLATOUT TIRE SERVICE LLC				
	2024-11-06	03-380-000-0000-6575-000000	$201.00	OUTSIDE LABOR	26729	N
113902	**2244**	**FLATOUT TIRE SERVICE LLC**	**$201.00**			
113903	2363	ANOKA COUNTY				
	2024-11-06	01-225-000-0000-6261-000000	$97,122.25	Medical Examiner 4th Qtr Fee	M24100238	N
113903	**2363**	**ANOKA COUNTY**	**$97,122.25**			
113904	2812	GRAINGER				
	2024-11-06	01-063-062-0000-6301-000000	$11.80	TK110855744T Voice and Data Patch Cord Cable Shape Round Conductor Gauge 30 AWG Jacket Color Blue Overall Length 50 ft Performance Category 6A Shielded Shielded Fire Rating Commercial Jacket	9284154045	N
	2024-11-06	01-111-000-0000-6411-000000	$192.50	Beam Clamps	9299838772	N
113904	**2812**	**GRAINGER**	**$204.30**			
113905	3140	COOKS CORRECTIONAL				
	2024-11-06	01-250-000-0000-6459-000000	$557.71	Jail Food Supplies	N876392	N
113905	**3140**	**COOKS CORRECTIONAL**	**$557.71**			
113906	3588	QUADIENT LEASING USA, INC.				
	2024-11-06	01-041-042-0000-6301-000000	$370.00	Service Request for Model # Postal Manager-BSW Key S/N # 228320	40238557	N
113906	**3588**	**QUADIENT LEASING USA, INC.**	**$370.00**			
113907	4155	CARAHSOFT TECHNOLOGY CORPORATION				
	2024-11-06	11-450-430-0020-6260-000000	$268.10	SOFTWARE OR SYSTEMS SUPPORT	IN1816491	N
	2024-11-06	11-430-700-0020-6260-000000	$815.95	SOFTWARE OR SYSTEMS SUPPORT	IN1816491	N
	2024-11-06	11-420-600-0020-6260-000000	$373.01	SOFTWARE OR SYSTEMS SUPPORT	IN1816491	N
113907	**4155**	**CARAHSOFT TECHNOLOGY CORPORATION**	**$1,457.06**			
113908	4713	GUARDIAN FLEET SAFETY LLC				
	2024-11-06	01-201-000-0000-6411-000000	$1,812.00	Squad #987Operating Supplies	300124	N
	2024-11-06	01-201-000-0000-6480-000000	$6,556.73	Squad #987 Equipment	300124	N
	2024-11-06	01-201-000-0000-6452-000000	$5,126.00	Squad #987 Vehicle Maintenance	300124	N
	2024-11-06	01-201-000-0000-6411-000000	$424.04	Squad #2017 Operating Supplies	301208	N
	2024-11-06	01-201-000-0000-6480-000000	$840.55	Squad #2017 Equipment	301208	N
	2024-11-06	01-201-000-0000-6452-000000	$2,680.00	Squad #2017 Maintenance	301208	N
113908	**4713**	**GUARDIAN FLEET SAFETY LLC**	**$17,439.32**			
113909	5748	CORRECTEK, INC.				
	2024-11-06	01-250-000-0000-6261-000000	$600.00	Monthly MAR Tech Support Nov 2024	7879	N
113909	**5748**	**CORRECTEK, INC.**	**$600.00**			
113910	6056	SENIOR COMMUNITY SERVICES				
	2024-11-06	01-099-493-8419-6261-000000	$5,500.00	ARP 3RD QTR 2024 SENIOR TECH	#20243Q	N
113910	**6056**	**SENIOR COMMUNITY SERVICES**	**$5,500.00**			
113911	6221	SUBURBAN TIRE WHOLESALE INC				
	2024-11-06	03-380-000-0000-6570-000000	$2,920.00	HWY TIRES	10203162	N
	2024-11-06	03-380-000-0000-6570-000000	$794.29	HWY TIRES	10203163	N
	2024-11-06	03-380-000-0000-6570-000000	$473.04	HWY TIRES	10203226	N
113911	**6221**	**SUBURBAN TIRE WHOLESALE INC**	**$4,187.33**			
113912	6231	CINTAS CORPORATION NO. 2				
	2024-11-06	01-111-000-0000-6301-000000	$130.57	FACILITIES UNIFORMS	4210372005	N
113912	**6231**	**CINTAS CORPORATION NO. 2**	**$130.57**			
113913	6641	THOMSON REUTERS WEST PUBLISHING CORP				
	2024-11-06	01-201-000-0000-6260-000000	$234.86	CLEAR LAW ENFORCEMENT PLUS ENTERPRISE	851007316	N
113913	**6641**	**THOMSON REUTERS WEST PUBLISHING CORP**	**$234.86**			
113914	7418	ROCKFORD TOWNSHIP				
	2024-11-06	01-099-493-8533-6261-000000	$91,118.00	ARP Surface Transportation Projects	20241015ARP-1	N
113914	**7418**	**ROCKFORD TOWNSHIP**	**$91,118.00**			
113915	7544	CENTRA SOTA COOPERATIVE - BUFFALO				
	2024-11-06	03-380-000-0000-6563-000000	$1,812.00	DIESEL FUEL - WAVERLY	6119640	N
	2024-11-06	03-380-000-0000-6563-000000	$1,812.00	DIESEL FUEL - COKATO	6119641	N

	2024-11-06	03-380-000-0000-6563-000000	$150.64	DEF BULK DEL	6119685	N
	2024-11-06	03-380-000-0000-6563-000000	$2,798.37	DIESEL FUEL - OTSEGO	6218993	N
	2024-11-06	03-380-000-0000-6563-000000	$5,612.60	DIESEL FUEL - MAPLE LAKE	6317037	N
	2024-11-06	03-380-000-0000-6564-000000	$13,998.53	DIESEL FUEL - BUFFALOUNLEADED FUEL	8108426	N
	2024-11-06	03-380-000-0000-6563-000000	$5,636.18	DIESEL FUEL - BUFFALOUNLEADED FUEL	8108426	N
113915	**7544**	**CENTRA SOTA COOPERATIVE - BUFFALO**	**$31,820.32**			
113916	74343	WRIGHT HENNEPIN COOP ELECTRIC ASSOC				
	2024-11-06	01-111-000-0000-6251-000000	$47.95	150-1683-4363 LEC Elevator/Fire Panel Monitoring 11/30/24	15016834363 1124	N
	2024-11-06	01-111-000-0000-6251-000000	$37.90	150-1690-5805 Sheriff Support Monitoring 11/30/24	15016834363 1124	N
	2024-11-06	01-111-000-0000-6251-000000	$42.95	150-1690-5904 Sheriff Support Fire Panel Monitoring/Testing 11/30/24	15016834363 1124	N
113916	**74343**	**WRIGHT HENNEPIN COOP ELECTRIC ASSOC**	**$128.80**			
113917	200250	POMP'S TIRE SERVICE INC				
	2024-11-06	03-380-000-0000-6575-000000	$171.20	OUTSIDE LABOR	2330011478	N
	2024-11-06	03-380-000-0000-6570-000000	$976.00	HWY TIRES AND OUTSIDE LABOR TO REFURBISH	2390018983	N
	2024-11-06	03-380-000-0000-6575-000000	$96.00	HWY TIRES AND OUTSIDE LABOR TO REFURBISH	2390018983	N
	2024-11-06	03-380-000-0000-6575-000000	$217.80	OUTSIDE LABOR	2390019019	N
	2024-11-06	03-380-000-0000-6570-000000	$1,268.96	HWY TIRES AND OUTSIDE LABOR TO REFURBISH	2390019240	N
	2024-11-06	03-380-000-0000-6575-000000	$200.50	HWY TIRES AND OUTSIDE LABOR TO REFURBISH	2390019240	N
	2024-11-06	03-380-000-0000-6575-000000	$221.60	OUTSIDE LABOR	2390019242	N
	2024-11-06	03-380-000-0000-6570-000000	$1,268.96	HWY TIRES AND LABOR TO REFURBISH	2390019466	N
	2024-11-06	03-380-000-0000-6575-000000	$296.50	HWY TIRES AND LABOR TO REFURBISH	2390019466	N
	2024-11-06	03-380-000-0000-6575-000000	$171.20	OUTSIDE LABOR	2390019476	N
113917	**200250**	**POMP'S TIRE SERVICE INC**	**$4,888.72**			
113918	200742	GENUINE PARTS COMPANY INC.				
	2024-11-06	03-380-000-0000-6574-000000	$42.24	HWY REPAIR PARTS	0906246	N
113918	**200742**	**GENUINE PARTS COMPANY INC.**	**$42.24**			
113919	200782	RELX INC				
	2024-11-06	01-201-000-0000-6260-000000	$100.00	LexisNexis Subscription Content Feature (October 2024)	3095406627	N
113919	**200782**	**RELX INC**	**$100.00**			
113920	46433	MN DEPT OF PUBLIC SAFETY				
	2024-11-07	84-041-000-0000-6820-000000	$33,255.81	MNDRIVE	20241107MV	N
113920	**46433**	**MN DEPT OF PUBLIC SAFETY**	**$33,255.81**			
113921		Allan Gary Czanstkowski				
	2024-11-07	01-201-268-0000-6806-000000	$287.20	2024 Uniform Allowance	EX000052139538	
113921		**Allan Gary Czanstkowski**	**$287.20**			
113922		Jonathan Thomas Preusse				
	2024-11-07	01-201-000-0000-6805-000000	$2,403.89	vest reimbursement	EX000051248274	
113922		**Jonathan Thomas Preusse**	**$2,403.89**			
113923	137	MARGARET PLAGGERMAN				
	2024-11-07	01-013-000-0000-6270-000000	$123.70	CONTRACT 2024- AUGUST PR-10-6777	20241105	Y
	2024-11-07	01-013-000-0000-6270-000000	$120.00	CONTRACT 2024-AUGUST P8-93-2688	20241105	Y
	2024-11-07	01-013-000-0000-6270-000000	$122.40	CONTRACT 2024-AUGUST PR-09-1334	20241105	Y
	2024-11-07	01-013-000-0000-6270-000000	$120.00	CONTRACT 2024-AUGUST P3-96-2600	20241105	Y
	2024-11-07	01-013-000-0000-6270-000000	$123.60	CONTRACT 2024- AUGUST PR-06-7097	20241105	Y
	2024-11-07	01-013-000-0000-6270-000000	$120.00	CONTRACT 2024-AUGUST P4-05-2789	20241105	Y
	2024-11-07	01-013-000-0000-6270-000000	$220.00	CONTRACT 2024- AUGUST PR-06-7231	20241105	Y
	2024-11-07	01-013-000-0000-6270-000000	$120.00	CONTRACT 2024- AUGUST PR-09-2533	20241105	Y
	2024-11-07	01-013-000-0000-6270-000000	$220.00	CONTRACT 2024- AUGUST P7-94-2675	20241105	Y
	2024-11-07	01-013-000-0000-6270-000000	$123.70	CONTRACT 2024- AUGUST P1-90-1366	20241105	Y
	2024-11-07	01-013-000-0000-6270-000000	$140.00	CONTRACT 2024- AUGUST P9-88-434	20241105	Y
	2024-11-07	01-013-000-0000-6270-000000	$125.30	Contract 2024- AUGUST PR-14-4187	20241105	Y
	2024-11-07	01-013-000-0000-6270-000000	$120.00	CONTRACT 2024- AUGUST P9-04-669	20241105	Y
	2024-11-07	01-013-000-0000-6270-000000	$123.70	CONTRACT 2024- AUGUST P0-01-593	20241105	Y
	2024-11-07	01-013-000-0000-6270-000000	$121.60	CONTRACT 2024- AUGUST P8-01-3158	20241105	Y
	2024-11-07	01-013-000-0000-6270-000000	$120.00	CONTRACT 2024- AUGUST P5-88-1385	20241105	Y
	2024-11-07	01-013-000-0000-6270-000000	$120.00	CONTRACT 2024- AUGUST P7-88-1386	20241105	Y
	2024-11-07	01-013-000-0000-6270-000000	$220.00	CONTRACT 2024- AUGUST P0-79-22847	20241105	Y
	2024-11-07	01-013-000-0000-6270-000000	$120.00	CONTRACT 2024- AUGUST PR-08-6052	20241105	Y
	2024-11-07	01-013-000-0000-6270-000000	$124.70	CONTRACT 2024- AUGUST P1-88-2016	20241105	Y
	2024-11-07	01-013-000-0000-6270-000000	$121.80	CONTRACT 2024- AUGUST P9-94-586	20241105	Y
	2024-11-07	01-013-000-0000-6270-000000	$132.00	CONTRACT 2024-AUGUST P1-86-1640	20241105	Y
	2024-11-07	01-013-000-0000-6270-000000	$140.20	CONTRACT 2024- AUGUST PR-10-6118	20241105	Y
	2024-11-07	01-013-000-0000-6270-000000	$125.70	CONTRACT 2024-AUGUST PR-17-4615	20241105	Y
113923	**137**	**MARGARET PLAGGERMAN**	**$3,268.40**			
113924	929	TW VENDING INC				
	2024-11-07	02-230-000-0000-6411-000000	$138.19	Indigent Sales Oct 1st-October 31st 2024	14163	N
	2024-11-07	02-230-000-0000-6411-000000	$26,476.28	Turnkey Vending Sales Oct 1st-October 31st 2024	14164	N
113924	**929**	**TW VENDING INC**	**$26,614.47**			
113925	1075	BUFFALO/CITY OF				
	2024-11-07	03-350-000-0000-6543-000000	$16.32	09-190000-00STREET LIGHT	11240919000000	N
	2024-11-07	03-350-000-0000-6543-000000	$16.32	16-090100-00STREET LIGHT	11241609010000	N
	2024-11-07	03-350-000-0000-6543-000000	$74.60	27-001705-00STREET LIGHT	11242700170500	N
113925	**1075**	**BUFFALO/CITY OF**	**$107.24**			

113926	1436	STREICHERS				
	2024-11-07	01-201-000-0000-6806-000000	$1,222.83	New Hire Uniform	I1724325	N
	2024-11-07	01-201-000-0000-6806-000000	$694.94	Uniform Allowance	I1725105	N
	2024-11-07	01-201-000-0000-6806-000000	$388.94	Uniform Allowance	I1725842	N
	2024-11-07	01-201-000-0000-6806-000000	$37.99	Uniform Allowance	I1726332	N
	2024-11-07	01-201-000-0000-6806-000000	$37.99	Uniform Allowance New Hire	I1726435	N
	2024-11-07	01-201-000-0000-6806-000000	$90.00	New Hire Uniform	I1726589	N
	2024-11-07	01-201-000-0000-6806-000000	$54.99	New Hire Uniform	I1726907	N
113926	**1436**	**STREICHERS**	**$2,527.68**			
113927	1850	ANNANDALE/CITY OF				
	2024-11-07	20-393-111-0000-6840-000000	$1,294.20	Recycling Quarterly Reimbursement for Quarter 3 for 2024	20241031	N
113927	**1850**	**ANNANDALE/CITY OF**	**$1,294.20**			
113928	1856	ROCKFORD/CITY OF				
	2024-11-07	20-393-111-0000-6840-000000	$1,274.41	Recycling Quarterly Reimbursement for Quarter 3 for 2024	20241029	N
113928	**1856**	**ROCKFORD/CITY OF**	**$1,274.41**			
113929	3021	MCLEOD COUNTY AUDITOR TREASURER				
	2024-11-07	20-393-111-0000-6801-000000	$190.00	Styrofoam Shipmen	5001335	N
113929	**3021**	**MCLEOD COUNTY AUDITOR TREASURER**	**$190.00**			
113930	3365	WSB & ASSOCIATES INC				
	2024-11-07	03-326-000-0000-6261-000000	$38,925.00	CP 019-211 CSAH 19 AND RIVER ROAD ROW	R-023089-000-15	N
	2024-11-07	03-320-000-0000-6505-000000	$86,666.75	083-001 TH 25-CSAH 83 Roundabout - Construction Services	R-026487-000-2	N
113930	**3365**	**WSB & ASSOCIATES INC**	**$125,591.75**			
113931	3408	AGC NETWORKS INC				
	2024-11-07	01-063-066-0000-6260-000000	$71,068.33	Avaya phone system maintenance renewal 11/1/24-10/31/25	9000021985	N
113931	**3408**	**AGC NETWORKS INC**	**$71,068.33**			
113932	4148	JOINT POWERS WATER BOARD				
	2024-11-07	01-521-021-0000-6251-000000	$65.71	Beebe Lake Water & Sewer Oct 2024	82-00000078-00-5 1024	N
113932	**4148**	**JOINT POWERS WATER BOARD**	**$65.71**			
113933	4429	USIC HOLDINGS INC				
	2024-11-07	01-063-000-0000-6261-000000	$203.13	Locating Services Oct 2024	694355	N
113933	**4429**	**USIC HOLDINGS INC**	**$203.13**			
113934	5731	WEX BANK				
	2024-11-07	01-201-000-0000-6451-000000	$31,079.94	Fuel October 2024	100495586	N
	2024-11-07	01-201-280-0000-6859-000000	$298.69	Fuel EM October 2024	100495586	N
	2024-11-07	01-201-280-0000-6859-000000	$270.24	Fuel REP October 2024	100495586	N
	2024-11-07	01-201-000-0000-6452-000000	$28.28	Car Wash and Maintanence	100495586	N
	2024-11-07	01-201-280-0000-6859-000000	($270.24)	Move to 01-201-281-0000-6859-000000	100495586	N
	2024-11-07	01-201-281-0000-6859-000000	$270.24	Fuel REP October 2024	100495586	N
113934	**5731**	**WEX BANK**	**$31,677.15**			
113935	6097	ODP BUSINESS SOLUTIONS, LLC				
	2024-11-07	01-250-000-0000-6410-000000	$45.29	Jail Supplies: Adapter	393694921001	N
113935	**6097**	**ODP BUSINESS SOLUTIONS, LLC**	**$45.29**			
113936	6140	RUSSELL SECURITY RESOURCE LLC				
	2024-11-07	01-250-000-0000-6301-000000	$160.00	Red handcuff key padlocks (10)	A50144	N
113936	**6140**	**RUSSELL SECURITY RESOURCE LLC**	**$160.00**			
113937	6388	LAW OFFICE OF ERIC SCHMIDTKE, PLLC				
	2024-11-07	01-013-000-0000-6270-000000	$390.00	Atty Fee JV-24-3722	20241105	N
113937	**6388**	**LAW OFFICE OF ERIC SCHMIDTKE, PLLC**	**$390.00**			
113938	6641	THOMSON REUTERS WEST PUBLISHING CORP				
	2024-11-07	01-091-000-0000-6260-000000	$1,755.72	Monthly Westlaw Fee-Oct 2024	850990901	N
	2024-11-07	01-091-000-0000-6235-000000	$483.39	Monthly Library Plan- November	851058391	N
113938	**6641**	**THOMSON REUTERS WEST PUBLISHING CORP**	**$2,239.11**			
113939	7338	GOPHER STATE ONE CALL				
	2024-11-07	03-350-000-0000-6543-000000	$264.60	HWY LOCATES - OCT 196 TICKETS	4101612	N
113939	**7338**	**GOPHER STATE ONE CALL**	**$264.60**			
113940	13590	INTEGRIPRINT INC				
	2024-11-07	01-091-000-0000-6410-000000	$22.77	Business Cards-KD	63358	N
113940	**13590**	**INTEGRIPRINT INC**	**$22.77**			
113941	13935	ANOKA COUNTY CORRECTIONS				
	2024-11-07	01-025-000-0000-6265-000000	$45.00	October 2024 Juvenile Detention fees	956-1000086-1	N
113941	**13935**	**ANOKA COUNTY CORRECTIONS**	**$45.00**			
113942	43808	MCKESSON MEDICAL-SURGICAL				
	2024-11-07	01-250-000-0000-6458-000000	$327.66	Jail Medical Supplies: Alcohol pad, spec container	22870093	Y
	2024-11-07	01-250-000-0000-6458-000000	$399.92	Jail Medical Supplies: Aplisol	22870097	Y
113942	**43808**	**MCKESSON MEDICAL-SURGICAL**	**$727.58**			
113943	46490	MINNESOTA MONITORING INC				
	2024-11-07	01-025-000-0000-6265-000000	$49.00	October 2024 Juvenile EHM Correctional fee	14727	N
	2024-11-07	01-025-000-0000-6265-000000	$182.00	October 2024 Juvenile EHM Detention fee	14727	N
113943	**46490**	**MINNESOTA MONITORING INC**	**$231.00**			
113944	200080	CENTURY_LINK				
	2024-11-07	01-100-000-0000-6203-000000	$30.75	Acct 63276699 Phone Bill Monthly Allocation 10/4/24-11/3/24	712324571	N
113944	**200080**	**CENTURY_LINK**	**$30.75**			
113945	46433	MN DEPT OF PUBLIC SAFETY				

	2024-11-08	84-041-000-0000-6820-000000	$14,851.82	MNDRIVE	20241108MV	N
113945	**46433**	**MN DEPT OF PUBLIC SAFETY**	**$14,851.82**			
113946		Morganne Olivia Anderson				
	2024-11-08	11-430-700-0010-6333-000000	$49.92	HM-Brooklyn Park-HM Client CD Meeting	EX000052289363	
	2024-11-08	11-430-700-0010-6333-000000	$71.36	HM-Brooklyn Park- St. Paul-Hm Clients SS & MT Meetings	EX000052289363	
	2024-11-08	11-430-700-0010-6333-000000	$40.54	HM-Sartell-HM HB client meeting	EX000052289363	
	2024-11-08	11-430-700-0010-6333-000000	$40.54	HM-Sartell-HM NY client meeting	EX000052289363	
113946		**Morganne Olivia Anderson**	**$202.36**			
113947	145	ELFMANN EXCAVATING				
	2024-11-08	02-392-000-0000-6801-000000	$21,677.00	SEPTIC — METZGER 216-032-001010	20241024	N
113947	**145**	**ELFMANN EXCAVATING**	**$21,677.00**			
113951	1075	BUFFALO/CITY OF				
	2024-11-08	01-111-000-0000-6251-000000	$3,834.80	Public Works Utilities 8/31/24-9/30/24	11-059850-00 1024	N
	2024-11-08	01-111-000-0000-6251-000000	$7,824.06	HWY Dept Utilities 8/31/24-9/30/24	27-009020-00 1024	N
	2024-11-08	01-111-000-0000-6251-000000	$26,347.44	GC Utilities 8/31/24-9/30/24	27-009025-00 1024	N
	2024-11-08	01-111-000-0000-6251-000000	$26,913.15	JC Utilities 8/31/24-9/30/24	27-009030-00 1024	N
113951	**1075**	**BUFFALO/CITY OF**	**$64,919.45**			
113952	1347	AMAZON BUSINESS				
	2024-11-08	01-063-062-0000-6411-000000	$24.50	Amazon Basics 15 Feet Computer Monitor TV Replacement 3 Prong AC Power Cord, 18 AWG, 125 Volts, Black	14Q1-QVKG-JHWN	N
	2024-11-08	01-063-062-0000-6411-000000	$24.78	BENFEI DisplayPort to DisplayPort 15 Feet Cable, DP to DP Male to Male Cable Gold-Plated Cord, Supports 8K@60Hz, 4K@144Hz 120Hz, 2K@240Hz Compatible for Lenovo, Dell, HP, ASUS and More	14Q1-QVKG-JHWN	N
113952	**1347**	**AMAZON BUSINESS**	**$49.28**			
113953	1436	STREICHERS				
	2024-11-08	01-201-000-0000-6806-000000	$11.99	New Hire Uniform	I1727207	N
113953	**1436**	**STREICHERS**	**$11.99**			
113954	1843	ISD 881 - MAPLE LAKE				
	2024-11-08	11-450-485-0010-6261-000000	$30,000.00	COVID Recovery RFP - Improve curricular testing (reading/math skills using CORE)	1181	N
	2024-11-08	11-450-485-0010-6261-000000	($20,099.22)	COVID Recovery RFP - Improve curricular testing (reading/math skills using CORE)	1181	N
113954	**1843**	**ISD 881 - MAPLE LAKE**	**$9,900.78**			
113955	4628	VERIZON WIRELESS SERVICES LLC				
	2024-11-08	01-201-000-0000-6203-000000	$1,886.97	Phone 9/28/24-10/27/24	9977368517	N
	2024-11-08	01-201-000-0000-6204-000000	$1,886.98	Cradle Points 9/28/24-10/27/24	9977368517	N
113955	**4628**	**VERIZON WIRELESS SERVICES LLC**	**$3,773.95**			
113957	4902	BURDAS TOWING				
	2024-11-08	01-201-000-0000-6261-000000	$418.76	Tow: 24031051	#24-207478	Y
113957	**4902**	**BURDAS TOWING**	**$418.76**			
113958	5912	BONITA BRYANT				
	2024-11-08	11-450-430-0010-6336-000000	$50.00	10/14/2024 - PH Task Force Meeting	20241106	Y
113958	**5912**	**BONITA BRYANT**	**$50.00**			
113959	6161	PERFORMANCE KENNELS INC				
	2024-11-08	01-201-000-0000-6261-000000	$131.20	NutriSource Performance Dog Food	3356	N
113959	**6161**	**PERFORMANCE KENNELS INC**	**$131.20**			
113961	43808	MCKESSON MEDICAL-SURGICAL				
	2024-11-08	01-250-000-0000-6458-000000	$520.89	Jail Medical Supplies: Gauze, Emesis bag, Bandages	22867048	Y
	2024-11-08	01-250-000-0000-6458-000000	$19.93	Jail Medical Supplies: Basis Sensitive	22867557	Y
	2024-11-08	11-450-472-0010-6411-000000	$25.22	TEST KIT, PREG HCG CASSETTE PO LN 1 05/30/2026	22869191	Y
113961	**43808**	**MCKESSON MEDICAL-SURGICAL**	**$566.04**			
113962	45637	METRO LEGAL SERVICES INC				
	2024-11-08	11-420-640-0010-6267-000000	$25.00	Legal Process Service-Cancelled Range Devaris William 10/29 R Minnetonka [1-1] CANCELLED--NO ATTEMPTS	3534015	N
113962	**45637**	**METRO LEGAL SERVICES INC**	**$25.00**			
113963	46490	MINNESOTA MONITORING INC				
	2024-11-08	02-230-000-0000-6261-000000	$630.00	Inmate Monitoring	14387	N
	2024-11-08	02-230-000-0000-6261-000000	$720.00	Inmate Monitoring	14760	N
113963	**46490**	**MINNESOTA MONITORING INC**	**$1,350.00**			
113964	54140	CENTRAL MN JOBS & TRAINING SERVICES INC				
	2024-11-08	12-450-442-0220-6035-000000	$1,184.54	Administrative Costs- admin fees for accounting team for processing grant	2024.07	N
	2024-11-08	12-450-442-0220-6035-000000	($1,184.54)	Administrative Costs- admin fees for accounting team for processing grant	2024.07	N
	2024-11-08	12-450-442-0220-6035-000000	$6,347.06	Career Services- staffing costs, leases, marketing, office supplies, cost pool expene	2024.07	N
	2024-11-08	12-450-442-0220-6035-000000	($6,347.06)	Career Services- staffing costs, leases, marketing, office supplies, cost pool expene	2024.07	N
	2024-11-08	12-450-442-0220-6035-000000	($3,293.90)	Participant Support Services	2024.07	N
	2024-11-08	12-450-442-0220-6035-000000	$3,293.90	Participant Support Services	2024.07	N
	2024-11-08	12-450-442-0220-6261-000000	$1,184.54	Administrative Costs- admin fees for accounting team for processing grant	2024.07	N
	2024-11-08	12-450-442-0220-6261-000000	$6,347.06	Career Services- staffing costs, leases, marketing, office supplies, cost pool expene	2024.07	N
	2024-11-08	12-450-442-0220-6261-000000	$3,293.90	Participant Support Services	2024.07	N
	2024-11-08	12-450-442-0220-6261-000000	$1,331.95	Administrative Costs- admin fees for accounting team for processing grant	2024.08	N
	2024-11-08	12-450-442-0220-6261-000000	$6,514.23	Career Services- staffing costs, leases, marketing, office supplies, cost pool expenses	2024.08	N
	2024-11-08	12-450-442-0220-6261-000000	$450.00	Direct Customer Training	2024.08	N
	2024-11-08	12-450-442-0220-6261-000000	$1,668.64	Participant Support Services	2024.08	N
	2024-11-08	12-450-000-0000-6035-000000	($693.81)	Administrative Costs- admin fees for accounting team for processing grant	2024.09	N
	2024-11-08	12-450-000-0000-6035-000000	$693.81	Administrative Costs- admin fees for accounting team for processing grant	2024.09	N
	2024-11-08	12-450-442-0220-6261-000000	$4,190.85	Career Services- staffing costs, leases, marketing, office supplies, cost pool expenses	2024.09	N
	2024-11-08	12-450-442-0220-6261-000000	$693.81	Administrative Costs- admin fees for accounting team for processing grant	2024.09	N
113964	**54140**	**CENTRAL MN JOBS & TRAINING SERVICES INC**	**$25,674.98**			
113966	200181	MICHAEL PEPIN				

	2024-11-08	01-013-000-0000-6270-000000	$320.00	Atty Fee 0166 FA-13-6393	00166	Y
113966	**200181**	**MICHAEL PEPIN**	**$320.00**			
113968	200271	M & J COLLISION INC				
	2024-11-08	01-100-000-0000-6352-000000	$2,713.59	Claim# 24PC0858	20241106	N
	2024-11-08	01-100-000-0000-6352-000000	$1,471.60	Claim# 24PC0859	20241107	N
113968	**200271**	**M & J COLLISION INC**	**$4,185.19**			
113970	200324	RECOVERY UNLEASHED				
	2024-11-08	12-450-442-0220-6261-000000	$3,000.00	July Rent Stipends	20241017	N
	2024-11-08	12-450-442-0220-6261-000000	$3,000.00	August Rent Stipends	20241017	N
	2024-11-08	12-450-442-0220-6261-000000	$7,800.00	September Rent Stipends	20241017	N
	2024-11-08	12-450-442-0220-6261-000000	($5,408.00)	Amount Exceeding available grant funds	20241017	N
113970	**200324**	**RECOVERY UNLEASHED**	**$8,392.00**			
113971		Eric Lawrence Kunkel				
	2024-11-08	01-201-000-0000-6333-000000	$5.00	Parking for POST Board Meeting	EX000052754216	
113971		**Eric Lawrence Kunkel**	**$5.00**			
113972		Valerie Ann Stoll				
	2024-11-08	11-450-474-7101-6333-000000	$10.32	HV ZJ Approved	EX000052658159	
	2024-11-08	11-450-474-7101-6333-000000	$6.90	HV LG Approved	EX000052658159	
	2024-11-08	11-450-474-7101-6333-000000	$10.32	HV ZJ Approved	EX000052658159	
	2024-11-08	11-450-474-7101-6333-000000	$6.77	HV AS APPROVED	EX000052658159	
	2024-11-08	11-450-474-7101-6333-000000	$2.55	HV AB Approved	EX000052658159	
	2024-11-08	11-450-474-7101-6333-000000	$18.16	HV NZ Approved	EX000052658159	
	2024-11-08	11-450-474-7101-6333-000000	$10.12	HV JA Approved	EX000052658159	
	2024-11-08	11-450-474-7101-6333-000000	$13.00	MBC Conference	EX000052658159	
	2024-11-08	11-450-474-7101-6333-000000	$8.31	HV TD Approved	EX000052658159	
	2024-11-08	11-450-474-7101-6333-000000	$11.00	MBC Conference	EX000052658159	
	2024-11-08	11-450-474-7101-6333-000000	$2.55	HV AB Approved	EX000052658159	
	2024-11-08	11-450-474-7101-6333-000000	$10.00	TZD	EX000052658159	
	2024-11-08	11-450-474-7101-6333-000000	$24.99	TZD NO CAR AVAILABLE	EX000052658159	
	2024-11-08	11-450-474-7101-6333-000000	$5.50	TZD	EX000052658159	
113972		**Valerie Ann Stoll**	**$140.49**			
113973		Jessalin Karen Topeff				
	2024-11-08	11-430-700-0010-6334-000000	$24.99	Dinner + 15% tip for St. Louis County Health and Human Services Training	EX000051308414	
	2024-11-08	11-430-700-0010-6334-000000	$23.00	Lunch + 15% tip for St. Louis County Health and Human Services Training	EX000051308414	
	2024-11-08	11-430-700-0010-6334-000000	$10.92	Dinner for St. Louis County Health and Human Services Training/ Did not get home until after pm.	EX000051308414	
	2024-11-08	11-430-700-0010-6334-000000	$23.00	Lunch + 15% tip for St. Louis County Health and Human Servcices Training	EX000051308414	
113973		**Jessalin Karen Topeff**	**$81.91**			
113974		Jenna Marie Johnson				
	2024-11-08	11-450-474-7101-6333-000000	$12.06	TW-Montrose-TW EL	EX000052549436	
	2024-11-08	11-450-474-7101-6333-000000	$26.26	TW-Cokato-TW JR	EX000052549436	
	2024-11-08	11-450-430-0010-6333-000000	$28.34	TW-60+ Maple Lake-TW	EX000052549436	
	2024-11-08	11-450-474-7101-6333-000000	$9.00	Parking for TZD (county vehicle)	EX000052549436	
	2024-11-08	11-450-474-7101-6333-000000	$5.50	Parking for TZD (county vehicle)	EX000052549436	
	2024-11-08	11-450-430-0010-6245-000000	$86.83	MN board of nursing renewal	EX000052549436	
	2024-11-08	11-450-474-7101-6333-000000	$26.26	TW-Cokato-TW JR	EX000052549436	
113974		**Jenna Marie Johnson**	**$194.25**			
113975		Theresa Marie Novacek				
	2024-11-08	11-430-700-0010-6333-000000	$14.47	client skills visit to Waverly VM	EX000049955926	
	2024-11-08	11-430-700-0010-6333-000000	$14.47	client skills visit Waverly VM	EX000049955926	
113975		**Theresa Marie Novacek**	**$28.94**			
113976		Joshua Tyson Hinton				
	2024-11-08	01-201-000-0000-6805-000000	$1,848.90	vest reimbursement	EX000052289414	
113976		**Joshua Tyson Hinton**	**$1,848.90**			
113977		Marina Anne Eggink				
	2024-11-08	11-450-430-0010-6333-000000	$34.10	Dassel/Cokato Health Fair	EX000052549326	
113977		**Marina Anne Eggink**	**$34.10**			
113978		Krista Ann Lange				
	2024-11-08	11-430-700-0010-6338-000000	$21.15	Chicken Caesar Wrap	EX000051239249	
	2024-11-08	11-430-700-0010-6338-000000	$10.13	Beer Cheese Soup	EX000051239249	
	2024-11-08	11-430-700-0010-6338-000000	$23.00	Soda and Baked Mac n' Cheese	EX000051239249	
	2024-11-08	11-430-700-0010-6338-000000	$22.02	Soda and Cheese Chicken Rigatoni	EX000051239249	
113978		**Krista Ann Lange**	**$76.30**			
113979		Lynette LEE Rositas				
	2024-11-08	11-430-700-0010-6334-000000	$13.94	Out of county lunch in Hinckley at McDonald's. Client visit. Client: AW	EX000052430210	
	2024-11-08	11-430-700-0010-6334-000000	$14.04	Out of county lunch in Duluth at Olive Garden. Client visit. Client: TL.	EX000052430210	
	2024-11-08	11-430-700-0010-6333-000000	$36.17	Gas receipt. I did not have my procurement card with me. Client visit. Client: TL	EX000052430210	
	2024-11-08	11-430-700-0010-6334-000000	$19.00	Out of county lunch at Scarlet in Red Wing. Client visit. Client: AA	EX000052430210	
	2024-11-08	11-430-700-0010-6333-000000	$204.89	HS-Prescott WI-Winona-Prescott WI-HS. Client visit. Client: AA	EX000052430210	
	2024-11-08	11-430-700-0010-6334-000000	$16.26	Out of county lunch at Cracker Barrel in Lakeville. Client visit. Client: AB	EX000052430210	
113979		**Lynette LEE Rositas**	**$304.30**			
113980		Lisa M Fox				
	2024-11-08	01-201-000-0000-6805-000000	$1,848.90	Uniform Allowance - west reimbursement	EX000052660123	
113980		**Lisa M Fox**	**$1,848.90**			

113981		Emma Jean Williamson				
	2024-11-08	11-450-430-0010-6333-000000	$37.45	Daily PHN visit to clients with Active TB disease to administer their treatment.	EX000052659948	
113981		**Emma Jean Williamson**	**$37.45**			
113982		US BANK				
	2024-11-08	01-000-000-0000-6801-000000	$176.99	coffee cambro & desktop doc holder	466121-2024-11-08	
	2024-11-08	01-000-000-0000-6801-000000	$24.20	Ink toner Jail Master Control	466121-2024-11-08	
	2024-11-08	01-000-000-0000-6801-000000	$750.00	M Lepowsky Rent The Turn - reimbursed by Federal Grant	466122-2024-11-08	
	2024-11-08	01-000-000-0000-6801-000000	$99.25	Amaxon	466123-2024-11-08	
	2024-11-08	01-000-000-0000-6801-000000	$316.06	Amazon	466123-2024-11-08	
	2024-11-08	01-000-000-0000-6801-000000	$20.20	USPS PO 2613100313	466123-2024-11-08	
	2024-11-08	01-000-000-0000-6801-000000	$15.21	The Home Depot	466124-2024-11-08	
	2024-11-08	01-000-000-0000-6801-000000	$29.32	Fencing hardware for chemical storage area, #0699, $29.32, Auth code:019335	466125-2024-11-08	
	2024-11-08	01-000-000-0000-6801-000000	($3.40)	refund for end caps #0699	466125-2024-11-08	
	2024-11-08	01-000-000-0000-6801-000000	$23.49	Plywood	466125-2024-11-08	
	2024-11-08	01-000-000-0000-6801-000000	$34.98	Amazon	466126-2024-11-08	
	2024-11-08	01-000-000-0000-6801-000000	$92.97	Amazon	466126-2024-11-08	
	2024-11-08	01-000-000-0000-6801-000000	$148.13	Grainger	466126-2024-11-08	
	2024-11-08	01-000-000-0000-6801-000000	$87.96	Sherwin Williams703442	466127-2024-11-08	
	2024-11-08	01-000-000-0000-6801-000000	$45.43	Purch winter gear for 2 children	466128-2024-11-08	
	2024-11-08	01-000-000-0000-6801-000000	$36.48	Amazon	466129-2024-11-08	
	2024-11-08	01-000-000-0000-6801-000000	$659.55	USPS.com postal store	466129-2024-11-08	
	2024-11-08	01-000-000-0000-6801-000000	$120.95	D-lead soap for training center ,and platforms for Dynamic shooting system	466130-2024-11-08	
	2024-11-08	01-000-000-0000-6801-000000	$86.34	Cenex the Lake Region	466131-2024-11-08	
	2024-11-08	01-000-000-0000-6801-000000	$12.99	Menards	466132-2024-11-08	
	2024-11-08	01-000-000-0000-6801-000000	$119.70	Klatt True Value & Elec	466132-2024-11-08	
	2024-11-08	01-000-000-0000-6801-000000	$624.26	ductwork for 3rd floor	466133-2024-11-08	
	2024-11-08	01-000-000-0000-6801-000000	$624.26	ductwork for 3rd floor	466133-2024-11-08	
	2024-11-08	01-000-000-0000-6801-000000	$43.76	Grainger	466133-2024-11-08	
	2024-11-08	01-000-000-0000-6801-000000	($671.86)	credit from errant charge	466133-2024-11-08	
	2024-11-08	01-000-000-0000-6801-000000	$20.83	Menards	466134-2024-11-08	
	2024-11-08	01-000-000-0000-6801-000000	$84.26	Menards	466134-2024-11-08	
	2024-11-08	01-000-000-0000-6801-000000	$275.76	Elk River Electric	466134-2024-11-08	
	2024-11-08	01-000-000-0000-6801-000000	$7.53	Service charge for City of Buffalo utility bill for client MW	466135-2024-11-08	
	2024-11-08	01-000-000-0000-6801-000000	$239.26	Utility bill for client MW	466135-2024-11-08	
	2024-11-08	01-000-000-0000-6801-000000	$361.87	Misc. outshot supplies	466136-2024-11-08	
	2024-11-08	01-000-000-0000-6801-000000	$24.93	plastic tac trailer trays	466136-2024-11-08	
	2024-11-08	01-000-000-0000-6801-000000	$499.98	Milwaukee tools for culvert truck.	466137-2024-11-08	
	2024-11-08	01-000-000-0000-6801-000000	$60.00	Caseys	466138-2024-11-08	
	2024-11-08	01-000-000-0000-6801-000000	$42.48	Menards	466139-2024-11-08	
	2024-11-08	01-000-000-0000-6801-000000	$2.19	Menards	466139-2024-11-08	
	2024-11-08	01-000-000-0000-6801-000000	$50.30	Batteries Plus	466139-2024-11-08	
	2024-11-08	01-000-000-0000-6801-000000	$5.00	Service Fee 86-CV-24-5960	466140-2024-11-08	
	2024-11-08	01-000-000-0000-6801-000000	$295.00	Filing Fee for 86-CV-24-5960	466140-2024-11-08	
113982		**US BANK**	**$5,486.61**			
113984	200391	EVERETT LAW, LLC				
	2024-11-08	01-201-000-0000-6261-000000	$2,093.00	Outside IA Investigation	504	Y
113984	**200391**	**EVERETT LAW, LLC**	**$2,093.00**			
113986	4702	STERICYCLE INC				
	2024-11-08	01-250-000-0000-6458-000000	$134.05	Steri-Safe OSHA Compliance Subscription	8008746773	N
113986	**4702**	**STERICYCLE INC**	**$134.05**			
11868		LINDBERG EXCAVATING INC				
	2024-10-29	01-107-000-0000-5501-000000	$280.00	REFUND RE: PR20240002417	2024022186	
11868		**LINDBERG EXCAVATING INC**	**$280.00**			
11869	253	CENTRACARE CLINIC				
	2024-10-29	01-250-000-0000-6458-000000	$81.31	Jail Medical - DK	CC512802321	Y
11869	**253**	**CENTRACARE CLINIC**	**$81.31**			
11870	401	TIRES PLUS				
	2024-10-29	03-380-000-0000-6575-000000	$109.99	TIRES PLUS - SHER #984 LABOR	2015282	N
11870	**401**	**TIRES PLUS**	**$109.99**			
11871	525	CENTURY LINK				
	2024-10-29	03-310-000-0000-6203-000000	$113.26	INTERNET SHOP 7	1024 430864594	N
11871	**525**	**CENTURY LINK**	**$113.26**			
11872	613	MINNEAPOLIS RADIOLOGY				
	2024-10-29	01-250-000-0000-6458-000000	$61.97	Jail Medical- RL	051005065MRA 0524-1	Y
	2024-10-29	01-250-000-0000-6458-000000	$61.97	Jail Medical- RL	051005065MRA 0524-2	Y
	2024-10-29	01-250-000-0000-6458-000000	$7.43	Jail Medical- TE	051406443MRA	Y
	2024-10-29	01-250-000-0000-6458-000000	$33.96	Jail Medical- AJ	051509164MRA 0723-1	Y
	2024-10-29	01-250-000-0000-6458-000000	$7.68	Jail Medical- AJ	051509164MRA 0723-2	Y
	2024-10-29	01-250-000-0000-6458-000000	$29.00	Jail Medical- AJ	051509164MRA 0723-3	Y
	2024-10-29	01-250-000-0000-6458-000000	$5.94	Jail Medical- KH	051679109MRA	Y
	2024-10-29	01-250-000-0000-6458-000000	$59.74	Jail Medical- WB	051683997MRA	Y
	2024-10-29	01-250-000-0000-6458-000000	$28.75	Jail Medical- AF	051752844MRA 0524-1	Y
	2024-10-29	01-250-000-0000-6458-000000	$28.75	Jail Medical- AF	051752844MRA 0524-2	Y

	2024-10-29	01-250-000-0000-6458-000000	$7.93	Jail Medical- DG	051812228MRA 0723-2	Y
	2024-10-29	01-250-000-0000-6458-000000	$59.24	Jail Medical- NG	051843801MRA 0324-1	Y
	2024-10-29	01-250-000-0000-6458-000000	$19.83	Jail Medical- NG	051843801MRA 0324-2	Y
	2024-10-29	01-250-000-0000-6458-000000	$7.43	Jail Medical- RS	051844051MRA 0324-1	Y
	2024-10-29	01-250-000-0000-6458-000000	$6.44	Jail Medical- RS	051844051MRA 0324-2	Y
	2024-10-29	01-250-000-0000-6458-000000	$6.19	Jail Medical- AE	051852591MRA	Y
	2024-10-29	01-250-000-0000-6458-000000	$5.94	Jail Medical- CH	051853591MRA 0524-1	Y
	2024-10-29	01-250-000-0000-6458-000000	$28.75	Jail Medical- CH	051853591MRA 0524-2	Y
	2024-10-29	01-250-000-0000-6458-000000	$5.94	Jail Medical- RB	051866948MRA 0924-1	Y
	2024-10-29	01-250-000-0000-6458-000000	$61.97	Jail Medical- RB	051866948MRA 0924-2	Y
	2024-10-29	01-250-000-0000-6458-000000	$39.41	Jail Medical- RB	051866948MRA 0924-3	Y
	2024-10-29	01-250-000-0000-6458-000000	$29.00	Jail Medical- RB	051866948MRA 0924-4	Y
	2024-10-29	01-250-000-0000-6458-000000	$6.44	Jail Medical- HN	051868960MRA 0924-1	Y
	2024-10-29	01-250-000-0000-6458-000000	$5.45	Jail Medical- HN	051868960MRA 0924-2	Y
	2024-10-29	01-250-000-0000-6458-000000	$5.45	Jail Medical- HN	051868960MRA 0924-3	Y
	2024-10-29	01-250-000-0000-6458-000000	$5.70	Jail Medical- HN	051868960MRA 0924-4	Y
	2024-10-29	01-250-000-0000-6458-000000	$5.45	Jail Medical- HN	051868960MRA 1024	Y
11872	**613**	**MINNEAPOLIS RADIOLOGY**	**$631.75**			
11873	1628	JUNCTION TOWING & AUTO REPAIR				
	2024-10-29	03-380-000-0000-6575-000000	$180.00	TOW FOR UNIT 717	58217	N
11873	**1628**	**JUNCTION TOWING & AUTO REPAIR**	**$180.00**			
11874	2013	ALLINA HEALTH EMS				
	2024-10-29	01-250-000-0000-6458-000000	$532.06	Jail Medical - ER	TR01233998C1	Y
	2024-10-29	01-250-000-0000-6458-000000	$607.83	Jail Medical - AF	TR01245095C2	Y
11874	**2013**	**ALLINA HEALTH EMS**	**$1,139.89**			
11875	2068	SAFELITE FULFILLMENT INC				
	2024-10-29	03-380-000-0000-6575-000000	$623.37	SAFELITE - SHER #1853 LABOR	05158-302533	N
	2024-10-29	03-380-000-0000-6575-000000	$268.27	HWY REPAIR LABOR #0146	05158-302545	N
	2024-10-29	03-380-000-0000-6575-000000	$1,163.23	SAFELITE - SHER #0948 LABOR	05158-302917	N
	2024-10-29	03-380-000-0000-6575-000000	$640.73	SAFELITE - SHER #1893 LABOR	05158-303419	N
	2024-10-29	03-380-000-0000-6575-000000	$321.91	SAFELITE - SHER #0984 LABOR	05158-303420	N
11875	**2068**	**SAFELITE FULFILLMENT INC**	**$3,017.51**			
11876	2119	ST CLOUD HOSPITAL				
	2024-10-29	01-250-000-0000-6458-000000	$188.45	Jail Medical - DK	72472889800	Y
11876	**2119**	**ST CLOUD HOSPITAL**	**$188.45**			
11877	4817	HERALD JOURNAL PUBLISHING INC				
	2024-10-29	03-310-000-0000-6235-000000	$69.00	HWY 2024 ANNUAL RENEWAL	HWY 2024 RENEW	N
11877	**4817**	**HERALD JOURNAL PUBLISHING INC**	**$69.00**			
11878	4858	BUFFALO AUTO VALUE				
	2024-10-29	03-380-000-0000-6571-000000	$155.99	HWY - BATTERIES	82271204	N
	2024-10-29	03-380-000-0000-6571-000000	$1,465.04	HWY - BATTERIES	82271205	N
	2024-10-29	03-380-000-0000-6571-000000	$204.99	HWY - BATTERIES	82271359	N
	2024-10-29	03-380-000-0000-6574-000000	$126.74	HWY REPAIR PARTS	82271436	N
11878	**4858**	**BUFFALO AUTO VALUE**	**$1,952.76**			
11879	5216	SMART CARE EQUIPMENT SOLUTIONS				
	2024-10-29	01-250-000-0000-6459-000000	$343.61	Jail Kitchen Repairs	10931319	N
11879	**5216**	**SMART CARE EQUIPMENT SOLUTIONS**	**$343.61**			
11880	7406	OMANN BROTHERS INC				
	2024-10-29	03-330-000-0000-6531-000000	$90.90	AC FINES MIXTACK OIL	18434	N
	2024-10-29	03-330-000-0000-6536-000000	$1,950.00	AC FINES MIXTACK OIL	18434	N
	2024-10-29	03-330-000-0000-6536-000000	$1,300.00	AC FINES MIXTACK OIL	18439	N
	2024-10-29	03-330-000-0000-6531-000000	$180.00	AC FINES MIXTACK OIL	18439	N
	2024-10-29	03-330-000-0000-6531-000000	$270.00	AC FINES MIX	18444	N
11880	**7406**	**OMANN BROTHERS INC**	**$3,790.90**			
11881	10756	CENTRACARE HEALTH				
	2024-10-29	01-250-000-0000-6458-000000	$864.05	Jail Medical - KH	22116660700	Y
	2024-10-29	01-250-000-0000-6458-000000	$2,140.74	Jail Medical - EC	22118606902	Y
11881	**10756**	**CENTRACARE HEALTH**	**$3,004.79**			
11883	4433	XCEL ENERGY				
	2024-10-29	03-350-000-0000-6543-000000	$24.64	51-0011082265-5STREET LIGHT	898083972	N
	2024-10-29	03-350-000-0000-6543-000000	$24.75	51-0011082266-6STREET LIGHT	898120378	N
11883	**4433**	**XCEL ENERGY**	**$49.39**			
11885	10756	CENTRACARE HEALTH				
	2024-10-30	01-250-000-0000-6458-000000	$2,428.21	Jail Medical- GS	22115652500	Y
	2024-10-30	01-250-000-0000-6458-000000	$1,206.48	Jail Medical- AF	22116358200	Y
11885	**10756**	**CENTRACARE HEALTH**	**$3,634.69**			
11889	200272	MN PREVENTION AND RECOVERY ALLIANCE				
	2024-10-30	12-450-442-0221-6261-000000	$1,080.39	Sept 2024 Opioid RFP	2024.09	N
11889	**200272**	**MN PREVENTION AND RECOVERY ALLIANCE**	**$1,080.39**			
11891	200842	GROOTERS LEAPALDT TIDEMAN ARCHITECTS				
	2024-10-30	34-150-107-8114-6602-000000	$15,000.00	HHW Facility Design Development	2336I03	N
	2024-10-30	34-150-107-8114-6602-000000	$48.74	HHW Facility Reimbursable Expenses	2336I03	N
11891	**200842**	**GROOTERS LEAPALDT TIDEMAN ARCHITECTS**	**$15,048.74**			

11893	200953	LATEST PRODUCTS CORP				
	2024-10-30	02-230-000-0000-6261-000000	$693.00	Programs Clothing	Z03519	N
11893	**200953**	**LATEST PRODUCTS CORP**	**$693.00**			
11894	200954	FRANK E KAPSCH JR				
	2024-10-30	01-100-000-0000-6261-000000	$2,274.25	Arbitration services	20241021	Y
11894	**200954**	**FRANK E KAPSCH JR**	**$2,274.25**			
11895		STAHLKE BUS SERVICE INC				
	2024-10-31	01-603-000-0000-6244-000000	$275.00	BUS FOR FARM TOUR	20241028	
11895		**STAHLKE BUS SERVICE INC**	**$275.00**			
11896		SCH ADDICTION SERVICES				
	2024-10-31	01-250-000-0000-6458-000000	$162.24	JAIL MEDICAL-NG	72421900101	
11896		**SCH ADDICTION SERVICES**	**$162.24**			
11897	9	HEDLUND PLUMBING				
	2024-10-31	01-521-021-0000-6301-000000	$2,656.50	COLLINGWOOD PARK PUMP ALL TANKS	0241368	Y
	2024-10-31	01-521-021-0000-6301-000000	$56.79	FUEL CHARGE	0241368	Y
	2024-10-31	01-521-021-0000-6301-000000	$3.21	FUEL CHARGE	0241368	Y
	2024-10-31	01-521-021-0000-6301-000000	$150.00	LABOR	0241368	Y
11897	**9**	**HEDLUND PLUMBING**	**$2,866.50**			
11898	207	ASSOCIATION OF MINNESOTA COUNTIES				
	2024-10-31	11-430-700-0020-6338-000000	$106.40	ADM TRAINING	70081.00	N
	2024-10-31	11-450-430-0020-6338-000000	$34.96	ADM TRAINING	70081.00	N
	2024-10-31	11-420-600-0020-6338-000000	$48.64	ADM TRAINING	70081.00	N
11898	**207**	**ASSOCIATION OF MINNESOTA COUNTIES**	**$190.00**			
11899	512	KNIFE RIVER CORPORATION - NORTH CENTRAL				
	2024-10-31	01-521-021-0000-6301-000000	$324.00	4000 EXT GRANITE	78321	N
	2024-10-31	01-521-021-0000-6301-000000	$200.00	MINIMUM LOAD (1 - 2.9 YDS)	78321	N
	2024-10-31	01-521-021-0000-6301-000000	$0.50	ROAD IMPROVE. & FOOD DEL. FEE	78321	N
	2024-10-31	01-521-021-0000-6301-000000	$20.00	ENVIRONMENTAL CLEANUP	78321	N
11899	**512**	**KNIFE RIVER CORPORATION - NORTH CENTRAL**	**$544.50**			
11900	3308	M & M EXPRESS LUBE				
	2024-10-31	01-100-000-0000-6912-000000	$37.09	GLOVES FUNCTIONAL L 6 PK	543456	Y
	2024-10-31	01-100-000-0000-6912-000000	$127.19	HUS CHAP -TECHNICAL (36/38)	543456	Y
	2024-10-31	01-100-000-0000-6912-000000	$94.33	FORESTRY HELMET SYSTEM must be accompanied by the	543456	Y
11900	**3308**	**M & M EXPRESS LUBE**	**$258.61**			
11901	3971	ADVANCED PEST SOLUTIONS				
	2024-10-31	01-521-021-0000-6301-000000	$140.00	Service to animal mounts @ Nature Center	5550	Y
11901	**3971**	**ADVANCED PEST SOLUTIONS**	**$140.00**			
11902	4419	APCO INTERNATIONAL INC				
	2024-10-31	02-226-000-0000-6245-000000	$108.00	APCO International Membership	1135158	N
11902	**4419**	**APCO INTERNATIONAL INC**	**$108.00**			
11903	4858	BUFFALO AUTO VALUE				
	2024-10-31	03-380-000-0000-6574-000000	$40.12	HWY REPAIR PARTS	82271644	N
11903	**4858**	**BUFFALO AUTO VALUE**	**$40.12**			
11904	5121	LANO EQUIPMENT INC				
	2024-10-31	01-521-021-0000-6452-000000	$0.34	KPA - SEAL, BEARING	03-1107777	N
	2024-10-31	01-521-021-0000-6452-000000	$34.68	KPA - PULLEY, TENSION *	03-1107777	N
	2024-10-31	01-521-021-0000-6452-000000	$745.38	KPA - ASSY JOINT,UNIVERSAL	03-1107777	N
	2024-10-31	01-521-021-0000-6452-000000	$105.48	BPA - PG PRE-MIX	03-1109349	N
	2024-10-31	01-521-021-0000-6452-000000	$44.17	BPA - LOUVER, PLASTIC	03-1111407	N
	2024-10-31	01-521-021-0000-6452-000000	$96.89	KPA - BELT(121.5, MULTI)	03-1111407	N
11904	**5121**	**LANO EQUIPMENT INC**	**$1,026.94**			
11905	5476	NELSON SANITATION & RENTAL INC				
	2024-10-31	01-521-021-0000-6343-000000	$108.00	05108/2024-06/04/2024 ADA Handicap Unit	2024/5729	N
	2024-10-31	01-521-021-0000-6343-000000	$69.82	09/20/2024-10/06/2024 ADA Handicap Unit	INV/2024/14587	N
	2024-10-31	01-521-021-0000-6343-000000	$65.57	09/20/2024-10/06/2024 ADA Handicap Unit	INV/2024/14644	N
	2024-10-31	01-521-021-0000-6343-000000	$65.57	09/20/2024-10/06/2024 ADA Handicap Unit	INV/2024/14645	N
	2024-10-31	01-521-021-0000-6343-000000	$29.75	09/20/2024-10/06/2024 Monthly Portable Restroom	INV/2024/14646	N
	2024-10-31	01-521-021-0000-6343-000000	$103.21	09/20/2024-10/06/2024 ADA Handicap Unit- 2x weekly service.	INV/2024/14647	N
	2024-10-31	01-521-021-0000-6343-000000	$100.18	09/20/2024-10/06/2024 ADA Handicap Unit	INV/2024/14648	N
	2024-10-31	01-521-021-0000-6343-000000	$108.00	Otsego Port-a-toilet 9/23/24-10/20/24	INV/2024/15682	N
	2024-10-31	01-521-021-0000-6343-000000	$170.00	06124/2024-0712112024 ADA Handicap Unit- 2x weekly service.	INV/2024/9109	N
11905	**5476**	**NELSON SANITATION & RENTAL INC**	**$820.10**			
11906	6066	LOFFLER COMPANIES INC				
	2024-10-31	11-450-473-0010-6232-000000	$56.50	Contract Overage Charge 9.1.24-9.30.24	4843788	N
	2024-10-31	11-420-600-0010-6232-000000	$108.38	Contract Overage Charge 9.1.24-9.30.24	4843788	N
	2024-10-31	01-100-000-0000-6343-000000	$0.15	Contract Overage Charge 9.1.24-9.30.24	4843788	N
	2024-10-31	11-450-491-7030-6232-000000	$0.08	Contract Overage Charge 9.1.24-9.30.24	4843788	N
	2024-10-31	11-450-472-0010-6232-000000	$0.57	Contract Overage Charge 9.1.24-9.30.24	4843788	N
	2024-10-31	11-450-485-0010-6232-000000	$0.00	Contract Overage Charge 9.1.24-9.30.24	4843788	N
	2024-10-31	11-450-475-0010-6232-000000	$0.00	Contract Overage Charge 9.1.24-9.30.24	4843788	N
	2024-10-31	11-420-640-0010-6232-000000	$18.87	Contract Overage Charge 9.1.24-9.30.24	4843788	N
	2024-10-31	11-450-430-0010-6232-000000	$245.20	Contract Overage Charge 9.1.24-9.30.24	4843788	N
	2024-10-31	11-420-600-0020-6232-000000	$34.30	ADM POSTAGE	4843788	N

	2024-10-31	11-450-430-0020-6232-000000	$24.65	ADM POSTAGE	4843788	N
	2024-10-31	11-430-700-0020-6232-000000	$75.03	ADM POSTAGE	4843788	N
	2024-10-31	11-430-700-0010-6232-000000	$192.16	Contract Overage Charge 9.1.24-9.30.24	4843788	N
11906	**6066**	**LOFFLER COMPANIES INC**	**$755.89**			
11907	10756	CENTRACARE HEALTH				
	2024-10-31	01-250-000-0000-6458-000000	$811.44	Jail Medical- CH	22116030001	Y
	2024-10-31	01-250-000-0000-6458-000000	$2,244.76	Jail Medical- AR	22116110500	Y
	2024-10-31	01-250-000-0000-6458-000000	$361.44	Jail Medical- CR	22119953400	Y
	2024-10-31	01-250-000-0000-6458-000000	$140.16	Jail Medical- CR	22119953401	Y
	2024-10-31	01-250-000-0000-6458-000000	$96.40	Jail Medical- CR	22120775401	Y
	2024-10-31	01-250-000-0000-6458-000000	$361.44	Jail Medical- CR	22121576200	Y
	2024-10-31	01-250-000-0000-6458-000000	$91.14	Jail Medical- CR	22121576201	Y
	2024-10-31	01-250-000-0000-6458-000000	$198.00	Jail Medical- CR	22121576500	Y
	2024-10-31	01-250-000-0000-6458-000000	$48.26	Jail Medical- CR	22121576501	Y
	2024-10-31	01-250-000-0000-6458-000000	$474.56	Jail Medical- JB	22122125901	Y
11907	**10756**	**CENTRACARE HEALTH**	**$4,827.60**			
11908	19799	EMERGENCY PHYSICIANS PROFESSIONALS				
	2024-10-31	01-250-000-0000-6458-000000	$84.32	Jail Medical- RS	0122347944	Y
	2024-10-31	01-250-000-0000-6458-000000	$122.51	Jail Medical- VM	0122625559	Y
	2024-10-31	01-250-000-0000-6458-000000	$86.36	Jail Medical- WC	0125409734	Y
	2024-10-31	01-250-000-0000-6458-000000	$86.36	Jail Medical- AR	0125794412	Y
	2024-10-31	01-250-000-0000-6458-000000	$126.27	Jail Medical- RP	0126950310	Y
	2024-10-31	01-250-000-0000-6458-000000	$86.36	Jail Medical- TM	0127258471	Y
11908	**19799**	**EMERGENCY PHYSICIANS PROFESSIONALS**	**$592.18**			
11909	64031	DHS- SWIFT				
	2024-10-31	11-420-640-0010-6281-000000	$58.44	CS Fed Offset - SEP 2024	A300C428651	N
11909	**64031**	**DHS- SWIFT**	**$58.44**			
11911	200590	LAWSON PRODUCTS INC.				
	2024-10-31	01-521-021-0000-6452-000000	$12.90	1/4X2-1/2 PTO Pin Square Handle	9311769597	N
	2024-10-31	01-521-021-0000-6452-000000	$3.02	1/4-20 Nylon Lock Nut Grade 8 Yellow Zn	9311909914	N
11911	**200590**	**LAWSON PRODUCTS INC.**	**$15.92**			
11912	4433	XCEL ENERGY				
	2024-10-31	01-521-021-0000-6251-000000	$29.44	51-4402453-3 Electric at Beebe 9/8/24-10/7/24	51-4402453-3 1024	N
	2024-10-31	01-521-021-0000-6251-000000	($0.38)	51-4402453-3 Service Quality Credit 9/8/24-10/7/24	51-4402453-3 1024	N
11912	**4433**	**XCEL ENERGY**	**$29.06**			
11913	200900	NOVACARE REHABILITATION				
	2024-10-31	01-250-000-0000-6458-000000	$127.65	Jail Medical- ML	840801806*8478 0724-1	N
	2024-10-31	01-250-000-0000-6458-000000	$220.71	Jail Medical- ML	840801806*8478 0724-2	N
11913	**200900**	**NOVACARE REHABILITATION**	**$348.36**			
11914	200948	SCOTT T ANDERSON				
	2024-10-31	11-450-482-0000-6261-000000	$108.00	Review Chapters 10 and 110, County Code of Ordinances, Tobacco Regulations and Rules of Construction. Print same	2024.10.23	Y
	2024-10-31	11-450-482-0000-6261-000000	$180.00	Prepare for Hearing by review and notes on Statutes, Code, Evidentiary standard. Make notes for issues of fact and law to insure covered at hearing	2024.10.23	Y
	2024-10-31	11-450-482-0000-6261-000000	$180.00	Review of County Exhibits, notes on same and prepare summary document with key facts from same.	2024.10.23	Y
	2024-10-31	11-450-482-0000-6261-000000	$36.00	Conduct Appeal Hearing: Teams Remote Hearing	2024.10.23	Y
	2024-10-31	11-450-482-0000-6261-000000	$54.00	Review Hearing notes; fill in areas of notes from memory, see about access to any recording of hearing	2024.10.23	Y
	2024-10-31	11-450-482-0000-6261-000000	$54.00	Pull forms for a template to use for Findings and Decision	2024.10.23	Y
	2024-10-31	11-450-482-0000-6261-000000	$450.00	Begin Preparation of proposed Findings and Decision for the County Board of Commissioners	2024.10.23	Y
	2024-10-31	11-450-482-0000-6261-000000	$18.00	E-mails to/from Wolff regarding accessing of Hearing Recording	2024.10.23	Y
	2024-10-31	11-450-482-0000-6261-000000	$306.00	Finish 1st draft of proposed Findings and Decision for the Wright County Board of Commissioners	2024.10.23	Y
	2024-10-31	11-450-482-0000-6261-000000	$90.00	Review and revise 1st draft of proposed Findings and Decision for the County Board	2024.10.23	Y
	2024-10-31	11-450-482-0000-6261-000000	$144.00	2nd and final set of revisions to proposed Findings and Decision for the County Board.	2024.10.23	Y
	2024-10-31	11-450-482-0000-6261-000000	$54.00	Review pertinent Minnesota Statutes in Chapters 461, 609, and 340A.503, Print same	2024.10.23	Y
	2024-10-31	11-450-482-0000-6261-000000	$18.00	E-mails to Kryzer and Wolff with proposed Findings and Decision for the County Board.	2024.10.23	Y
	2024-10-31	11-450-482-0000-6261-000000	$18.00	TC with K. Wolff, Assistant County Attorney, on procedural issues, follow up e-mail to Wolf	2024.10.23	Y
	2024-10-31	11-450-482-0000-6261-000000	$18.00	E-mails to/from K. Wolff to set up One Stop Hearing	2024.10.23	Y
	2024-10-31	11-450-482-0000-6261-000000	$54.00	E-mail from K. Wolff with Witness and Exhibit List and Exhibits. Very Brief Review of all.	2024.10.23	Y
	2024-10-31	11-450-482-0000-6261-000000	$36.00	Print out and organize all County Exhibits and the Witness and Exhibit List	2024.10.23	Y
	2024-10-31	11-450-482-0000-6261-000000	$90.00	1st Read through and review of County Exhibits	2024.10.23	Y
	2024-10-31	11-450-482-0000-6261-000000	$90.00	E-mail to K. Wolff and S. Woods on County Documents, the Hearing, and Disclosures	2024.10.23	Y
	2024-10-31	11-450-482-0000-6261-000000	$36.00	Research and review Statutes, oath for witnesses	2024.10.23	Y
11914	**200948**	**SCOTT T ANDERSON**	**$2,034.00**			
11915	200949	DATS CONCRETE & EXCAVATING LLC				
	2024-10-31	01-521-021-0000-6605-000000	$4,400.00	Concrete Removal and Installation at Ney	1064	N
11915	**200949**	**DATS CONCRETE & EXCAVATING LLC**	**$4,400.00**			
11916	1793	MN SECRETARY OF STATE				
	2024-11-01	01-025-000-0000-6245-000000	$120.00	Notary New Appointment-DG	20241031	N
11916	**1793**	**MN SECRETARY OF STATE**	**$120.00**			
11917	2001	HILLYARD INC - MINNEAPOLIS				
	2024-11-01	01-111-000-0000-6419-000000	$174.12	LRI3860150K LINER 60GAL 38X58 1.5MIL BLK 100CS	605637234	N
	2024-11-01	01-111-000-0000-6419-000000	$103.09	HIL20910 DUST SHEET DISP TRIDENT 6X8IN 250RL 1CS Delivery note 844578663 from 10/22/2024	605637234	N
	2024-11-01	01-111-000-0000-6419-000000	$102.81	LH386022N LINER 60GAL 38X60 22MIC NAT 150/CS STELL	605638692	N
	2024-11-01	01-111-000-0000-6419-000000	$98.97	LHI334016N LINER 33GAL 33X40 16MIC NAT 250CS STELL	605638693	N
	2024-11-01	01-111-000-0000-6419-000000	$1,959.90	GEO19885 TISSUE BATH PAC BLUE 2 PLY 80 CS	605638694	N

	2024-11-01	01-111-000-0000-6419-000000	$298.76	HOST500 TAMPON TAMPAX 500 CS	605644130	N
	2024-11-01	01-111-000-0000-6419-000000	$347.78	HOSMT4 SANITARY NAPKIN MAXITHINS PAD 250CS	605644130	N
	2024-11-01	01-111-000-0000-6419-000000	$154.22	LH386022N LINER 60GAL 38X60 22MIC NAT 150/CS STELL	605644131	N
	2024-11-01	01-111-000-0000-6419-000000	$359.85	LH386022N LINER 60GAL 38X60 22MIC NAT 150/CS STELL	605644132	N
	2024-11-01	01-111-000-0000-6419-000000	$514.10	LH386022N LINER 60GAL 38X60 22MIC NAT 150/CS STELL	605644133	N
11917	**2001**	**HILLYARD INC - MINNEAPOLIS**	**$4,113.60**			
11918	4858	BUFFALO AUTO VALUE				
	2024-11-01	03-380-000-0000-6574-000000	$101.97	HWY REPAIR PARTS	82270752	N
11918	**4858**	**BUFFALO AUTO VALUE**	**$101.97**			
11919	5974	CENTERPOINT ENERGY				
	2024-11-01	01-111-000-0000-6251-000000	$403.68	5866092-9 Gas Svc Public Works 8/14/24-9/16/24	8000017219-9 1024	N
	2024-11-01	01-111-000-0000-6251-000000	$87.46	5942963-9 Gas Svc Cokato Hwy Shop 9/9/24-10/8/24	8000017219-9 1024	N
	2024-11-01	01-111-000-0000-6251-000000	$17.10	5811649-2 Gas Svc Sheriff's Storage 9/16/24-10/15/24	8000065366-9 1024	N
	2024-11-01	01-111-000-0000-6251-000000	$6,449.57	7915763-2 Gas Svc LEC 9/16/24-10/15/24	8000065366-9 1024	N
11919	**5974**	**CENTERPOINT ENERGY**	**$6,957.81**			
11920	22712	4IMPRINT, INC				
	2024-11-01	11-450-473-0010-6417-000000	($2,145.00)	4Imprint - Arica Flashlight with Carabiner #135921	13136981	N
	2024-11-01	11-450-473-0010-6417-000000	$2,145.00	4Imprint - Arica Flashlight with Carabiner #135921	13136981	N
	2024-11-01	11-450-473-0010-6417-000000	$307.00	4Imprint - Value Monthly Planner #123628	13136981	N
	2024-11-01	11-450-473-0010-6417-000000	$118.17	4Imprint Freight	13136981	N
	2024-11-01	11-450-473-0010-6417-000000	($2,145.00)	4Imprint - Arica Flashlight with Carabiner #135921	13136981	N
	2024-11-01	11-450-473-0010-6417-000000	$2,145.00	4Imprint - Arica Flashlight with Carabiner #135921	13136981	N
	2024-11-01	11-450-473-0010-6417-000000	($307.00)	4Imprint - Value Monthly Planner #123628	13136981	N
	2024-11-01	11-450-473-0010-6417-000000	$307.00	4Imprint - Value Monthly Planner #123628	13136981	N
	2024-11-01	11-450-473-0010-6417-000000	$118.17	4Imprint Freight	13136981	N
	2024-11-01	11-450-473-0010-6417-000000	($118.17)	4Imprint Freight	13136981	N
	2024-11-01	11-450-473-0010-6417-000000	$2,145.00	4Imprint - Arica Flashlight with Carabiner #135921	13136981	N
11920	**22712**	**4IMPRINT, INC**	**$2,570.17**			
11921	200150	ROTARY CLUB OF BUFFALO FOUNDATION				
	2024-11-01	01-091-000-0000-6261-000000	$236.23	Rotary Dues- B Lutes	#1868	N
11921	**200150**	**ROTARY CLUB OF BUFFALO FOUNDATION**	**$236.23**			
11922	200788	REPUBLIC SERVICES 894				
	2024-11-01	01-111-000-0000-6251-000000	$87.93	3-0894-0121467 TTC TRASH SVC 10/1/24-10/31/24	0894-006875846	N
	2024-11-01	01-111-000-0000-6251-000000	$292.82	3-0894-0121467 JC TRASH SVC 10/1/24-10/31/24	0894-006875846	N
	2024-11-01	01-111-000-0000-6251-000000	$736.92	3-0894-0121467 HWY TRASH SVC 10/1/24-10/31/24	0894-006875846	N
	2024-11-01	01-111-000-0000-6251-000000	$268.08	3-0894-0121467 PW TRASH SVC 10/1/24-10/31/24	0894-006875846	N
	2024-11-01	01-111-000-0000-6251-000000	$1,756.12	3-0894-0121467 LEC TRASH SVC 10/1/24-10/31/24	0894-006875846	N
	2024-11-01	01-111-000-0000-6251-000000	$540.03	3-0894-0121467 GC TRASH SVC 11/1/24-11/30/24	0894-006875846	N
	2024-11-01	01-111-000-0000-6251-000000	$61.01	3-0899-0128224 TRASH SVC HWY DEPT OTSEGO SHOP	0899-004596183	N
11922	**200788**	**REPUBLIC SERVICES 894**	**$3,742.91**			
11923	320	ADVANTAGE POLICE SUPPLY INC				
	2024-11-01	01-250-000-0000-6411-000000	$1,328.28	Vapor & Sting-Ball	24-0440-1	N
11923	**320**	**ADVANTAGE POLICE SUPPLY INC**	**$1,328.28**			
11924	200952	GENESIS GROUP HOMES, INC				
	2024-11-01	11-420-650-4400-6020-000000	$164.12	MAR- 2024 MEDICAL - AJ	20240306	N
	2024-11-01	11-420-650-4400-6020-000000	$164.12	APR-2024 MEDICAL- AJ	20240306	N
	2024-11-01	11-420-650-4400-6020-000000	$164.12	MAY-2024 MEDICAL -AJ	20240306	N
	2024-11-01	11-420-650-4400-6020-000000	$164.12	JUN 2024 MEDICAL -AJ	20240306	N
	2024-11-01	11-420-650-4400-6020-000000	$42.86	MAR-2024 DENTAL -AJ	20240306	N
	2024-11-01	11-420-650-4400-6020-000000	$42.86	APR-2024 DENTAL -AJ	20240306	N
	2024-11-01	11-420-650-4400-6020-000000	$42.86	MAY -2024 DENTAL - AJ	20240306	N
	2024-11-01	11-420-650-4400-6020-000000	$42.86	JUN-2024 DENTAL -AJ	20240306	N
	2024-11-01	11-420-650-4400-6020-000000	$181.44	JUL 2024 MEDICAL - AJ	20240709	N
	2024-11-01	11-420-650-4400-6020-000000	$181.44	AUG 2024 MEDICAL - AJ	20240709	N
	2024-11-01	11-420-650-4400-6020-000000	$181.44	SEPT 2024 MEDICAL - AJ	20240709	N
	2024-11-01	11-420-650-4400-6020-000000	$42.86	JUL-2024 DENTAL - AJ	20240709	N
	2024-11-01	11-420-650-4400-6020-000000	$42.86	AUG-2024 DENTAL - AJ	20240709	N
	2024-11-01	11-420-650-4400-6020-000000	$42.86	SEPT- 2024 DENTAL -AJ	20240709	N
	2024-11-01	11-420-650-4400-6020-000000	$181.44	OCT 2024 CEHI - AJ MEDICAL	20241017	N
	2024-11-01	11-420-650-4400-6020-000000	$42.86	OCT 2024 CEHI - AJ -DENTAL	20241017	N
11924	**200952**	**GENESIS GROUP HOMES, INC**	**$1,725.12**			
11926	97	KLATT TRUE VALUE ELECTRIC				
	2024-11-04	01-521-021-0000-6452-000000	$12.82	#631 Hardware for brushcutter	75001	N
	2024-11-04	01-521-021-0000-6452-000000	$141.99	Propane, Rental Gases, Rental Hazmat	75039	N
11926	**97**	**KLATT TRUE VALUE ELECTRIC**	**$154.81**			
11927	525	CENTURY LINK				
	2024-11-04	01-100-000-0000-6203-000000	$419.98	PHONE BILL MONTHLY ALLOCATION 10/25/24-11/24/24	333412686 1124	N
11927	**525**	**CENTURY LINK**	**$419.98**			
11928	1886	HARTFORD				
	2024-11-04	01-005-021-0000-2237-000000	$4.50	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-032-035-0000-2237-000000	$4.50	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-032-036-0000-2237-000000	$1.80	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-033-021-0000-2237-000000	$5.40	DISABILITY INS	20241101DED-10	N

	2024-11-04	01-033-120-0000-2237-000000	$2.70	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-041-021-0000-2237-000000	$0.90	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-041-042-0000-2237-000000	$20.70	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-041-043-0000-2237-000000	$9.00	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-041-046-0000-2237-000000	$7.20	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-041-071-0000-2237-000000	$5.40	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-063-021-0000-2237-000000	$2.70	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-025-021-0000-2237-000000	$3.60	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-063-062-0000-2237-000000	$8.10	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-063-064-0000-2237-000000	$5.40	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-063-065-0000-2237-000000	$2.70	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-063-066-0000-2237-000000	$5.40	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-091-021-0000-2237-000000	$4.50	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-091-090-0000-2237-000000	$0.47	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-091-091-0000-2237-000000	$8.10	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-091-092-0000-2237-000000	$4.50	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-091-093-0000-2237-000000	$10.80	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-101-021-0000-2237-000000	$0.90	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-025-022-0000-2237-000000	$9.00	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-101-044-0000-2237-000000	$6.30	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-101-045-0000-2237-000000	$6.30	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-101-115-0000-2237-000000	$0.90	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-103-021-0000-2237-000000	$0.90	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-103-122-0000-2237-000000	$4.50	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-105-021-0000-2237-000000	$0.90	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-105-025-0000-2237-000000	$10.80	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-105-027-0000-2237-000000	$10.80	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-107-021-0000-2237-000000	$0.90	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-107-109-0000-2237-000000	$3.60	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-025-023-0000-2237-000000	$9.00	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-107-112-0000-2237-000000	$2.70	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-107-113-0000-2237-000000	$2.70	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-107-114-0000-2237-000000	$4.50	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-111-010-0000-2237-000000	$4.50	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-111-011-0000-2237-000000	$6.30	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-111-012-0000-2237-000000	$2.70	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-111-021-0000-2237-000000	$0.90	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-121-021-0000-2237-000000	$3.60	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-201-260-0000-2237-000000	$1.80	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-201-261-0000-2237-000000	$0.90	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-025-024-0000-2237-000000	$8.10	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-201-262-0000-2237-000000	$6.80	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-201-267-0000-2237-000000	$0.90	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-201-268-0000-2237-000000	$2.70	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-201-269-0000-2237-000000	$2.70	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-201-272-0000-2237-000000	$9.90	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-201-273-0000-2237-000000	$21.60	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-201-280-0000-2237-000000	$1.00	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-201-281-0000-2237-000000	$0.80	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-250-253-0000-2237-000000	$41.40	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-250-254-0000-2237-000000	$16.20	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-025-028-0000-2237-000000	$9.00	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-521-021-0000-2237-000000	$1.30	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-521-523-0000-2237-000000	$8.10	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-521-524-0000-2237-000000	$5.40	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-522-021-0000-2237-000000	$2.70	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-603-021-0000-2237-000000	$1.40	DISABILITY INS	20241101DED-10	N
	2024-11-04	02-021-021-0000-2237-000000	$1.80	DISABILITY INS	20241101DED-10	N
	2024-11-04	02-211-000-0000-2237-000000	$1.30	DISABILITY INS	20241101DED-10	N
	2024-11-04	03-310-021-0000-2237-000000	$3.60	DISABILITY INS	20241101DED-10	N
	2024-11-04	03-320-021-0000-2237-000000	$3.60	DISABILITY INS	20241101DED-10	N
	2024-11-04	03-330-021-0000-2237-000000	$0.90	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-031-021-0000-2237-000000	$6.30	DISABILITY INS	20241101DED-10	N
	2024-11-04	03-330-330-0000-2237-000000	$11.70	DISABILITY INS	20241101DED-10	N
	2024-11-04	03-330-331-0000-2237-000000	$12.60	DISABILITY INS	20241101DED-10	N
	2024-11-04	03-340-021-0000-2237-000000	$6.30	DISABILITY INS	20241101DED-10	N
	2024-11-04	03-350-021-0000-2237-000000	$3.60	DISABILITY INS	20241101DED-10	N
	2024-11-04	11-420-600-0010-2237-000000	$36.00	DISABILITY INS	20241101DED-10	N
	2024-11-04	11-420-600-0020-2237-000000	$3.28	DISABILITY INS	20241101DED-10	N
	2024-11-04	11-420-600-0030-2237-000000	$7.20	DISABILITY INS	20241101DED-10	N
	2024-11-04	11-420-605-0010-2237-000000	$0.90	DISABILITY INS	20241101DED-10	N
	2024-11-04	11-420-640-0010-2237-000000	$11.70	DISABILITY INS	20241101DED-10	N
	2024-11-04	11-430-700-0010-2237-000000	$109.80	DISABILITY INS	20241101DED-10	N

	2024-11-04	01-031-031-0000-2237-000000	$0.43	DISABILITY INS	20241101DED-10	N
	2024-11-04	11-430-700-0020-2237-000000	$8.08	DISABILITY INS	20241101DED-10	N
	2024-11-04	11-430-700-0030-2237-000000	$14.40	DISABILITY INS	20241101DED-10	N
	2024-11-04	11-450-430-0010-2237-000000	$32.40	DISABILITY INS	20241101DED-10	N
	2024-11-04	11-450-430-0020-2237-000000	$3.04	DISABILITY INS	20241101DED-10	N
	2024-11-04	11-450-475-0010-2237-000000	$0.90	DISABILITY INS	20241101DED-10	N
	2024-11-04	71-505-000-0000-2237-000000	$2.70	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-032-021-0000-2237-000000	$0.90	DISABILITY INS	20241101DED-10	N
	2024-11-04	01-005-021-0000-2237-000000	$13.00	LIFE INS	20241101DED-8	N
	2024-11-04	01-032-035-0000-2237-000000	$13.00	LIFE INS	20241101DED-8	N
	2024-11-04	01-032-036-0000-2237-000000	$5.20	LIFE INS	20241101DED-8	N
	2024-11-04	01-033-021-0000-2237-000000	$15.60	LIFE INS	20241101DED-8	N
	2024-11-04	01-033-120-0000-2237-000000	$7.80	LIFE INS	20241101DED-8	N
	2024-11-04	01-041-021-0000-2237-000000	$2.60	LIFE INS	20241101DED-8	N
	2024-11-04	01-041-042-0000-2237-000000	$59.80	LIFE INS	20241101DED-8	N
	2024-11-04	01-041-043-0000-2237-000000	$26.00	LIFE INS	20241101DED-8	N
	2024-11-04	01-041-046-0000-2237-000000	$20.80	LIFE INS	20241101DED-8	N
	2024-11-04	01-041-071-0000-2237-000000	$15.60	LIFE INS	20241101DED-8	N
	2024-11-04	01-063-021-0000-2237-000000	$7.80	LIFE INS	20241101DED-8	N
	2024-11-04	01-025-021-0000-2237-000000	$10.40	LIFE INS	20241101DED-8	N
	2024-11-04	01-063-062-0000-2237-000000	$23.40	LIFE INS	20241101DED-8	N
	2024-11-04	01-063-064-0000-2237-000000	$15.60	LIFE INS	20241101DED-8	N
	2024-11-04	01-063-065-0000-2237-000000	$7.80	LIFE INS	20241101DED-8	N
	2024-11-04	01-063-066-0000-2237-000000	$15.60	LIFE INS	20241101DED-8	N
	2024-11-04	01-091-021-0000-2237-000000	$13.00	LIFE INS	20241101DED-8	N
	2024-11-04	01-091-090-0000-2237-000000	$1.30	LIFE INS	20241101DED-8	N
	2024-11-04	01-091-091-0000-2237-000000	$23.40	LIFE INS	20241101DED-8	N
	2024-11-04	01-091-092-0000-2237-000000	$13.00	LIFE INS	20241101DED-8	N
	2024-11-04	01-091-093-0000-2237-000000	$31.20	LIFE INS	20241101DED-8	N
	2024-11-04	01-101-021-0000-2237-000000	$2.60	LIFE INS	20241101DED-8	N
	2024-11-04	01-025-022-0000-2237-000000	$26.00	LIFE INS	20241101DED-8	N
	2024-11-04	01-101-044-0000-2237-000000	$18.20	LIFE INS	20241101DED-8	N
	2024-11-04	01-101-045-0000-2237-000000	$18.20	LIFE INS	20241101DED-8	N
	2024-11-04	01-101-115-0000-2237-000000	$2.60	LIFE INS	20241101DED-8	N
	2024-11-04	01-103-021-0000-2237-000000	$2.60	LIFE INS	20241101DED-8	N
	2024-11-04	01-103-122-0000-2237-000000	$13.00	LIFE INS	20241101DED-8	N
	2024-11-04	01-105-021-0000-2237-000000	$2.60	LIFE INS	20241101DED-8	N
	2024-11-04	01-105-025-0000-2237-000000	$31.20	LIFE INS	20241101DED-8	N
	2024-11-04	01-105-027-0000-2237-000000	$31.20	LIFE INS	20241101DED-8	N
	2024-11-04	01-107-021-0000-2237-000000	$2.60	LIFE INS	20241101DED-8	N
	2024-11-04	01-107-109-0000-2237-000000	$10.40	LIFE INS	20241101DED-8	N
	2024-11-04	01-025-023-0000-2237-000000	$26.00	LIFE INS	20241101DED-8	N
	2024-11-04	01-107-112-0000-2237-000000	$7.80	LIFE INS	20241101DED-8	N
	2024-11-04	01-107-113-0000-2237-000000	$7.80	LIFE INS	20241101DED-8	N
	2024-11-04	01-107-114-0000-2237-000000	$13.00	LIFE INS	20241101DED-8	N
	2024-11-04	01-111-010-0000-2237-000000	$13.00	LIFE INS	20241101DED-8	N
	2024-11-04	01-111-011-0000-2237-000000	$18.20	LIFE INS	20241101DED-8	N
	2024-11-04	01-111-012-0000-2237-000000	$7.80	LIFE INS	20241101DED-8	N
	2024-11-04	01-111-021-0000-2237-000000	$2.60	LIFE INS	20241101DED-8	N
	2024-11-04	01-121-021-0000-2237-000000	$10.40	LIFE INS	20241101DED-8	N
	2024-11-04	01-201-260-0000-2237-000000	$5.20	LIFE INS	20241101DED-8	N
	2024-11-04	01-201-261-0000-2237-000000	$2.60	LIFE INS	20241101DED-8	N
	2024-11-04	01-025-024-0000-2237-000000	$23.40	LIFE INS	20241101DED-8	N
	2024-11-04	01-201-262-0000-2237-000000	$20.78	LIFE INS	20241101DED-8	N
	2024-11-04	01-201-263-0000-2237-000000	$2.60	LIFE INS	20241101DED-8	N
	2024-11-04	01-201-264-0000-2237-000000	$2.60	LIFE INS	20241101DED-8	N
	2024-11-04	01-201-265-0000-2237-000000	$2.60	LIFE INS	20241101DED-8	N
	2024-11-04	01-201-267-0000-2237-000000	$10.40	LIFE INS	20241101DED-8	N
	2024-11-04	01-201-268-0000-2237-000000	$49.40	LIFE INS	20241101DED-8	N
	2024-11-04	01-201-269-0000-2237-000000	$93.60	LIFE INS	20241101DED-8	N
	2024-11-04	01-201-270-0000-2237-000000	$111.80	LIFE INS	20241101DED-8	N
	2024-11-04	01-201-271-0000-2237-000000	$88.40	LIFE INS	20241101DED-8	N
	2024-11-04	01-201-272-0000-2237-000000	$28.60	LIFE INS	20241101DED-8	N
	2024-11-04	01-025-028-0000-2237-000000	$26.00	LIFE INS	20241101DED-8	N
	2024-11-04	01-201-273-0000-2237-000000	$62.40	LIFE INS	20241101DED-8	N
	2024-11-04	01-201-274-0000-2237-000000	$88.40	LIFE INS	20241101DED-8	N
	2024-11-04	01-201-280-0000-2237-000000	$2.85	LIFE INS	20241101DED-8	N
	2024-11-04	01-201-281-0000-2237-000000	$2.35	LIFE INS	20241101DED-8	N
	2024-11-04	01-250-253-0000-2237-000000	$122.20	LIFE INS	20241101DED-8	N
	2024-11-04	01-250-254-0000-2237-000000	$49.40	LIFE INS	20241101DED-8	N
	2024-11-04	01-250-266-0000-2237-000000	$2.60	LIFE INS	20241101DED-8	N
	2024-11-04	01-521-021-0000-2237-000000	$3.90	LIFE INS	20241101DED-8	N
	2024-11-04	01-521-523-0000-2237-000000	$23.40	LIFE INS	20241101DED-8	N

	2024-11-04	01-521-524-0000-2237-000000	$15.60	LIFE INS	20241101DED-8	N
	2024-11-04	01-031-021-0000-2237-000000	$18.20	LIFE INS	20241101DED-8	N
	2024-11-04	01-522-021-0000-2237-000000	$7.80	LIFE INS	20241101DED-8	N
	2024-11-04	01-603-021-0000-2237-000000	$3.90	LIFE INS	20241101DED-8	N
	2024-11-04	02-021-021-0000-2237-000000	$5.20	LIFE INS	20241101DED-8	N
	2024-11-04	02-211-000-0000-2237-000000	$5.22	LIFE INS	20241101DED-8	N
	2024-11-04	03-310-021-0000-2237-000000	$10.40	LIFE INS	20241101DED-8	N
	2024-11-04	03-320-021-0000-2237-000000	$10.40	LIFE INS	20241101DED-8	N
	2024-11-04	03-330-021-0000-2237-000000	$2.60	LIFE INS	20241101DED-8	N
	2024-11-04	03-330-330-0000-2237-000000	$33.80	LIFE INS	20241101DED-8	N
	2024-11-04	03-330-331-0000-2237-000000	$36.40	LIFE INS	20241101DED-8	N
	2024-11-04	03-340-021-0000-2237-000000	$18.20	LIFE INS	20241101DED-8	N
	2024-11-04	01-031-031-0000-2237-000000	$1.30	LIFE INS	20241101DED-8	N
	2024-11-04	03-350-021-0000-2237-000000	$10.40	LIFE INS	20241101DED-8	N
	2024-11-04	11-420-600-0010-2237-000000	$104.00	LIFE INS	20241101DED-8	N
	2024-11-04	11-420-600-0020-2237-000000	$11.06	LIFE INS	20241101DED-8	N
	2024-11-04	11-420-600-0030-2237-000000	$20.80	LIFE INS	20241101DED-8	N
	2024-11-04	11-420-605-0010-2237-000000	$2.60	LIFE INS	20241101DED-8	N
	2024-11-04	11-420-640-0010-2237-000000	$33.80	LIFE INS	20241101DED-8	N
	2024-11-04	11-430-700-0010-2237-000000	$317.20	LIFE INS	20241101DED-8	N
	2024-11-04	11-430-700-0020-2237-000000	$22.69	LIFE INS	20241101DED-8	N
	2024-11-04	11-430-700-0030-2237-000000	$41.60	LIFE INS	20241101DED-8	N
	2024-11-04	11-450-430-0010-2237-000000	$93.60	LIFE INS	20241101DED-8	N
	2024-11-04	01-032-021-0000-2237-000000	$2.60	LIFE INS	20241101DED-8	N
	2024-11-04	11-450-430-0020-2237-000000	$7.85	LIFE INS	20241101DED-8	N
	2024-11-04	11-450-475-0010-2237-000000	$2.60	LIFE INS	20241101DED-8	N
	2024-11-04	71-505-000-0000-2237-000000	$7.80	LIFE INS	20241101DED-8	N
	2024-11-04	72-605-000-0000-2237-000000	$18.20	LIFE INS	20241101DED-8	N
	2024-11-04	01-005-021-0000-2237-000000	$2.30	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-032-035-0000-2237-000000	$2.30	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-032-036-0000-2237-000000	$0.92	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-033-021-0000-2237-000000	$2.76	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-033-120-0000-2237-000000	$1.38	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-041-021-0000-2237-000000	$0.46	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-041-042-0000-2237-000000	$10.58	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-041-043-0000-2237-000000	$4.60	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-041-046-0000-2237-000000	$4.14	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-041-071-0000-2237-000000	$2.76	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-063-021-0000-2237-000000	$1.38	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-025-021-0000-2237-000000	$1.84	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-063-062-0000-2237-000000	$4.14	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-063-064-0000-2237-000000	$2.76	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-063-065-0000-2237-000000	$1.38	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-063-066-0000-2237-000000	$2.76	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-091-021-0000-2237-000000	$2.30	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-091-090-0000-2237-000000	$0.22	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-091-091-0000-2237-000000	$4.14	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-091-092-0000-2237-000000	$2.30	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-091-093-0000-2237-000000	$5.52	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-101-021-0000-2237-000000	$0.46	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-025-022-0000-2237-000000	$4.60	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-101-044-0000-2237-000000	$3.22	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-101-045-0000-2237-000000	$3.22	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-101-115-0000-2237-000000	$0.46	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-103-021-0000-2237-000000	$0.46	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-103-122-0000-2237-000000	$2.30	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-105-021-0000-2237-000000	$0.46	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-105-025-0000-2237-000000	$5.52	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-105-027-0000-2237-000000	$5.52	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-107-021-0000-2237-000000	$0.46	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-107-109-0000-2237-000000	$1.84	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-025-023-0000-2237-000000	$4.60	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-107-112-0000-2237-000000	$1.38	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-107-113-0000-2237-000000	$1.38	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-107-114-0000-2237-000000	$2.30	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-111-010-0000-2237-000000	$2.30	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-111-011-0000-2237-000000	$3.22	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-111-012-0000-2237-000000	$1.38	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-111-021-0000-2237-000000	$0.46	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-121-021-0000-2237-000000	$1.84	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-201-260-0000-2237-000000	$0.92	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-201-261-0000-2237-000000	$0.46	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-025-024-0000-2237-000000	$4.14	DISABILITY INS	20241101DED-9	N

	2024-11-04	01-201-262-0000-2237-000000	$3.42	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-201-267-0000-2237-000000	$0.46	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-201-268-0000-2237-000000	$1.38	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-201-269-0000-2237-000000	$1.38	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-201-272-0000-2237-000000	$5.06	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-201-273-0000-2237-000000	$11.04	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-201-280-0000-2237-000000	$0.50	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-201-281-0000-2237-000000	$0.42	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-250-253-0000-2237-000000	$21.16	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-250-254-0000-2237-000000	$8.28	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-025-028-0000-2237-000000	$4.60	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-521-021-0000-2237-000000	$0.72	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-521-523-0000-2237-000000	$4.14	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-521-524-0000-2237-000000	$2.76	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-522-021-0000-2237-000000	$1.38	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-603-021-0000-2237-000000	$0.66	DISABILITY INS	20241101DED-9	N
	2024-11-04	02-021-021-0000-2237-000000	$0.92	DISABILITY INS	20241101DED-9	N
	2024-11-04	02-211-000-0000-2237-000000	$0.72	DISABILITY INS	20241101DED-9	N
	2024-11-04	03-310-021-0000-2237-000000	$1.84	DISABILITY INS	20241101DED-9	N
	2024-11-04	03-320-021-0000-2237-000000	$1.84	DISABILITY INS	20241101DED-9	N
	2024-11-04	03-330-021-0000-2237-000000	$0.46	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-031-021-0000-2237-000000	$3.22	DISABILITY INS	20241101DED-9	N
	2024-11-04	03-330-330-0000-2237-000000	$5.98	DISABILITY INS	20241101DED-9	N
	2024-11-04	03-330-331-0000-2237-000000	$6.44	DISABILITY INS	20241101DED-9	N
	2024-11-04	03-340-021-0000-2237-000000	$3.22	DISABILITY INS	20241101DED-9	N
	2024-11-04	03-350-021-0000-2237-000000	$1.84	DISABILITY INS	20241101DED-9	N
	2024-11-04	11-420-600-0010-2237-000000	$18.40	DISABILITY INS	20241101DED-9	N
	2024-11-04	11-420-600-0020-2237-000000	$1.66	DISABILITY INS	20241101DED-9	N
	2024-11-04	11-420-600-0030-2237-000000	$3.68	DISABILITY INS	20241101DED-9	N
	2024-11-04	11-420-605-0010-2237-000000	$0.46	DISABILITY INS	20241101DED-9	N
	2024-11-04	11-420-640-0010-2237-000000	$5.98	DISABILITY INS	20241101DED-9	N
	2024-11-04	11-430-700-0010-2237-000000	$56.12	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-031-031-0000-2237-000000	$0.24	DISABILITY INS	20241101DED-9	N
	2024-11-04	11-430-700-0020-2237-000000	$4.17	DISABILITY INS	20241101DED-9	N
	2024-11-04	11-430-700-0030-2237-000000	$7.36	DISABILITY INS	20241101DED-9	N
	2024-11-04	11-450-430-0010-2237-000000	$16.56	DISABILITY INS	20241101DED-9	N
	2024-11-04	11-450-430-0020-2237-000000	$1.53	DISABILITY INS	20241101DED-9	N
	2024-11-04	11-450-475-0010-2237-000000	$0.46	DISABILITY INS	20241101DED-9	N
	2024-11-04	71-505-000-0000-2237-000000	$1.38	DISABILITY INS	20241101DED-9	N
	2024-11-04	01-032-021-0000-2237-000000	$0.46	DISABILITY INS	20241101DED-9	N
11928	**1886**	**HARTFORD**	**$3,264.34**			
11929	1919	MG TRUST COMPANY				
	2024-11-04	01-025-021-0000-2232-000000	$800.00	DEFERRED COMP	20241101DED-19	N
	2024-11-04	01-201-274-0000-2239-000000	$100.00	ROTH ASPIRE EMPLOYEE RESULTS	20241101DED-19	N
	2024-11-04	01-250-253-0000-2239-000000	$250.00	ROTH ASPIRE EMPLOYEE RESULTS	20241101DED-19	N
	2024-11-04	03-330-330-0000-2239-000000	$25.00	ROTH ASPIRE EMPLOYEE RESULTS	20241101DED-19	N
	2024-11-04	01-025-024-0000-2232-000000	$50.00	DEFERRED COMP	20241101DED-19	N
	2024-11-04	03-330-330-0000-2232-000000	$75.00	DEFERRED COMP	20241101DED-19	N
	2024-11-04	11-430-700-0030-2232-000000	$615.00	DEFERRED COMP	20241101DED-19	N
	2024-11-04	01-005-021-0000-2239-000000	$125.00	ROTH ASPIRE EMPLOYEE RESULTS	20241101DED-19	N
	2024-11-04	01-091-093-0000-2239-000000	$15.00	ROTH ASPIRE EMPLOYEE RESULTS	20241101DED-19	N
	2024-11-04	01-201-268-0000-2239-000000	$150.00	ROTH	20241101DED-19	N
	2024-11-04	01-201-270-0000-2239-000000	$200.00	ROTH ASPIRE EMPLOYEE RESULTS	20241101DED-19	N
	2024-11-04	01-201-271-0000-2239-000000	$275.00	ROTH ASPIRE EMPLOYEE RESULTS	20241101DED-19	N
11929	**1919**	**MG TRUST COMPANY**	**$2,680.00**			
11930	1921	LOCAL 320				
	2024-11-04	01-201-263-0000-2238-000000	$60.00	UNION DUES	20241101DED-1	N
	2024-11-04	01-250-254-0000-2238-000000	$60.00	UNION DUES	20241101DED-1	N
	2024-11-04	01-250-266-0000-2238-000000	$60.00	UNION DUES	20241101DED-1	N
	2024-11-04	01-201-265-0000-2238-000000	($60.00)	UNION DUES	20241101DED-1	N
	2024-11-04	01-201-264-0000-2238-000000	$60.00	UNION DUES	20241101DED-1	N
	2024-11-04	01-201-265-0000-2238-000000	$60.00	UNION DUES	20241101DED-1	N
	2024-11-04	01-201-268-0000-2238-000000	$60.00	UNION DUES	20241101DED-1	N
	2024-11-04	01-201-269-0000-2238-000000	$60.00	UNION DUES	20241101DED-1	N
	2024-11-04	01-201-270-0000-2238-000000	$60.00	UNION DUES	20241101DED-1	N
	2024-11-04	01-201-271-0000-2238-000000	$60.00	UNION DUES	20241101DED-1	N
	2024-11-04	01-201-274-0000-2238-000000	$60.00	UNION DUES	20241101DED-1	N
	2024-11-04	01-250-253-0000-2238-000000	$60.00	UNION DUES	20241101DED-1	N
11930	**1921**	**LOCAL 320**	**$600.00**			
11931	2078	FIDELITY SECURITY LIFE/EYEMED VISION CA				
	2024-11-04	01-005-021-0000-2232-000000	$13.60	VISON CARE	20241101DED-7	N
	2024-11-04	01-033-021-0000-2232-000000	$45.70	VISON CARE	20241101DED-7	N
	2024-11-04	01-033-120-0000-2232-000000	$9.80	VISON CARE	20241101DED-7	N

	2024-11-04	01-041-042-0000-2232-000000	$27.93	VISON CARE	20241101DED-7	N
	2024-11-04	01-041-043-0000-2232-000000	$41.86	VISON CARE	20241101DED-7	N
	2024-11-04	01-041-046-0000-2232-000000	$4.90	VISON CARE	20241101DED-7	N
	2024-11-04	01-041-071-0000-2232-000000	$13.60	VISON CARE	20241101DED-7	N
	2024-11-04	01-063-021-0000-2232-000000	$13.60	VISON CARE	20241101DED-7	N
	2024-11-04	01-063-062-0000-2232-000000	$50.56	VISON CARE	20241101DED-7	N
	2024-11-04	01-063-064-0000-2232-000000	$32.10	VISON CARE	20241101DED-7	N
	2024-11-04	01-063-066-0000-2232-000000	$54.40	VISON CARE	20241101DED-7	N
	2024-11-04	01-025-021-0000-2232-000000	$9.80	VISON CARE	20241101DED-7	N
	2024-11-04	01-091-021-0000-2232-000000	$9.80	VISON CARE	20241101DED-7	N
	2024-11-04	01-091-090-0000-2232-000000	$4.61	VISON CARE	20241101DED-7	N
	2024-11-04	01-091-091-0000-2232-000000	$13.60	VISON CARE	20241101DED-7	N
	2024-11-04	01-091-092-0000-2232-000000	$9.80	VISON CARE	20241101DED-7	N
	2024-11-04	01-091-093-0000-2232-000000	$18.50	VISON CARE	20241101DED-7	N
	2024-11-04	01-101-044-0000-2232-000000	$9.80	VISON CARE	20241101DED-7	N
	2024-11-04	01-101-045-0000-2232-000000	$14.13	VISON CARE	20241101DED-7	N
	2024-11-04	01-103-021-0000-2232-000000	$4.90	VISON CARE	20241101DED-7	N
	2024-11-04	01-103-122-0000-2232-000000	$14.13	VISON CARE	20241101DED-7	N
	2024-11-04	01-105-021-0000-2232-000000	$9.23	VISON CARE	20241101DED-7	N
	2024-11-04	01-025-022-0000-2232-000000	$42.43	VISON CARE	20241101DED-7	N
	2024-11-04	01-105-025-0000-2232-000000	$23.40	VISON CARE	20241101DED-7	N
	2024-11-04	01-105-027-0000-2232-000000	$37.00	VISON CARE	20241101DED-7	N
	2024-11-04	01-107-114-0000-2232-000000	$4.90	VISON CARE	20241101DED-7	N
	2024-11-04	01-111-010-0000-2232-000000	$9.80	VISON CARE	20241101DED-7	N
	2024-11-04	01-111-011-0000-2232-000000	$23.40	VISON CARE	20241101DED-7	N
	2024-11-04	01-111-012-0000-2232-000000	$13.60	VISON CARE	20241101DED-7	N
	2024-11-04	01-111-021-0000-2232-000000	$4.90	VISON CARE	20241101DED-7	N
	2024-11-04	01-121-021-0000-2232-000000	$23.93	VISON CARE	20241101DED-7	N
	2024-11-04	01-201-260-0000-2232-000000	$13.60	VISON CARE	20241101DED-7	N
	2024-11-04	01-201-261-0000-2232-000000	$9.23	VISON CARE	20241101DED-7	N
	2024-11-04	01-025-023-0000-2232-000000	$9.80	VISON CARE	20241101DED-7	N
	2024-11-04	01-201-262-0000-2232-000000	$50.29	VISON CARE	20241101DED-7	N
	2024-11-04	01-201-267-0000-2232-000000	$9.23	VISON CARE	20241101DED-7	N
	2024-11-04	01-201-268-0000-2232-000000	$37.00	VISON CARE	20241101DED-7	N
	2024-11-04	01-201-269-0000-2232-000000	$134.93	VISON CARE	20241101DED-7	N
	2024-11-04	01-201-270-0000-2232-000000	$195.29	VISON CARE	20241101DED-7	N
	2024-11-04	01-201-271-0000-2232-000000	$110.96	VISON CARE	20241101DED-7	N
	2024-11-04	01-201-272-0000-2232-000000	$28.30	VISON CARE	20241101DED-7	N
	2024-11-04	01-201-273-0000-2232-000000	$133.83	VISON CARE	20241101DED-7	N
	2024-11-04	01-201-274-0000-2232-000000	$118.63	VISON CARE	20241101DED-7	N
	2024-11-04	01-201-280-0000-2232-000000	$1.97	VISON CARE	20241101DED-7	N
	2024-11-04	01-025-024-0000-2232-000000	$9.23	VISON CARE	20241101DED-7	N
	2024-11-04	01-201-281-0000-2232-000000	$2.93	VISON CARE	20241101DED-7	N
	2024-11-04	01-250-253-0000-2232-000000	$196.88	VISON CARE	20241101DED-7	N
	2024-11-04	01-250-254-0000-2232-000000	$46.23	VISON CARE	20241101DED-7	N
	2024-11-04	01-250-266-0000-2232-000000	$13.60	VISON CARE	20241101DED-7	N
	2024-11-04	01-521-021-0000-2232-000000	$9.23	VISON CARE	20241101DED-7	N
	2024-11-04	01-521-523-0000-2232-000000	$41.33	VISON CARE	20241101DED-7	N
	2024-11-04	01-521-524-0000-2232-000000	$27.20	VISON CARE	20241101DED-7	N
	2024-11-04	01-522-021-0000-2232-000000	$22.83	VISON CARE	20241101DED-7	N
	2024-11-04	02-211-000-0000-2232-000000	$18.24	VISON CARE	20241101DED-7	N
	2024-11-04	03-310-021-0000-2232-000000	$13.60	VISON CARE	20241101DED-7	N
	2024-11-04	01-025-028-0000-2232-000000	$64.20	VISON CARE	20241101DED-7	N
	2024-11-04	03-320-021-0000-2232-000000	$9.23	VISON CARE	20241101DED-7	N
	2024-11-04	03-330-330-0000-2232-000000	$19.03	VISON CARE	20241101DED-7	N
	2024-11-04	03-330-331-0000-2232-000000	$60.40	VISON CARE	20241101DED-7	N
	2024-11-04	03-350-021-0000-2232-000000	$4.90	VISON CARE	20241101DED-7	N
	2024-11-04	11-420-600-0010-2232-000000	$106.55	VISON CARE	20241101DED-7	N
	2024-11-04	11-420-600-0020-2232-000000	$7.20	VISON CARE	20241101DED-7	N
	2024-11-04	11-420-600-0030-2232-000000	$27.20	VISON CARE	20241101DED-7	N
	2024-11-04	11-420-605-0010-2232-000000	$13.60	VISON CARE	20241101DED-7	N
	2024-11-04	11-420-640-0010-2232-000000	$33.20	VISON CARE	20241101DED-7	N
	2024-11-04	11-430-700-0010-2232-000000	$483.65	VISON CARE	20241101DED-7	N
	2024-11-04	01-031-021-0000-2232-000000	$23.40	VISON CARE	20241101DED-7	N
	2024-11-04	11-430-700-0020-2232-000000	$15.58	VISON CARE	20241101DED-7	N
	2024-11-04	11-430-700-0030-2232-000000	$38.06	VISON CARE	20241101DED-7	N
	2024-11-04	11-450-430-0010-2232-000000	$138.73	VISON CARE	20241101DED-7	N
	2024-11-04	11-450-430-0020-2232-000000	$4.95	VISON CARE	20241101DED-7	N
	2024-11-04	11-450-475-0010-2232-000000	$4.90	VISON CARE	20241101DED-7	N
	2024-11-04	71-505-000-0000-2232-000000	$4.90	VISON CARE	20241101DED-7	N
	2024-11-04	72-605-000-0000-2232-000000	$9.23	VISON CARE	20241101DED-7	N
	2024-11-04	01-031-031-0000-2232-000000	$4.62	VISON CARE	20241101DED-7	N
	2024-11-04	01-032-021-0000-2232-000000	$13.60	VISON CARE	20241101DED-7	N

11931	**2078**	**FIDELITY SECURITY LIFE/EYEMED VISION CA**	**$2,951.20**			
11932	2232	AFSCME LOCAL 2685				
	2024-11-04	01-041-042-0000-2238-000000	$30.10	UNION	20241101DED-2	N
	2024-11-04	11-450-430-0010-2238-000000	$858.16	UNION	20241101DED-2	N
	2024-11-04	11-450-430-0020-2238-000000	$44.32	UNION	20241101DED-2	N
	2024-11-04	11-450-475-0010-2238-000000	$30.10	UNION	20241101DED-2	N
	2024-11-04	11-430-700-0010-2238-000000	$8.00	UNION	20241101DED-2	N
	2024-11-04	11-450-430-0010-2238-000000	$4.20	UNION	20241101DED-2	N
	2024-11-04	11-420-600-0010-2238-000000	$705.37	UNION	20241101DED-2	N
	2024-11-04	11-420-600-0020-2238-000000	$64.02	UNION	20241101DED-2	N
	2024-11-04	11-420-600-0030-2238-000000	$29.76	UNION	20241101DED-2	N
	2024-11-04	11-420-605-0010-2238-000000	$30.10	UNION	20241101DED-2	N
	2024-11-04	11-420-640-0010-2238-000000	$274.41	UNION	20241101DED-2	N
	2024-11-04	11-430-700-0010-2238-000000	$2,101.12	UNION	20241101DED-2	N
	2024-11-04	11-430-700-0020-2238-000000	$137.86	UNION	20241101DED-2	N
	2024-11-04	11-430-700-0030-2238-000000	$30.10	UNION	20241101DED-2	N
11932	**2232**	**AFSCME LOCAL 2685**	**$4,347.62**			
11933	2317	DS SOLUTIONS INC				
	2024-11-04	01-041-071-0000-6410-000000	$2,492.00	Pre-Marked Edit List and Test Deck File Creation	13709	N
	2024-11-04	01-041-071-0000-6410-000000	($249.20)	10% Discount	13709	N
11933	**2317**	**DS SOLUTIONS INC**	**$2,242.80**			
11934	2494	HEALTH PARTNERS				
	2024-11-04	01-005-021-0000-2237-000000	$472.11	HEALTH INS	20241101DED-12	N
	2024-11-04	01-032-035-0000-2237-000000	$586.24	HEALTH INS	20241101DED-12	N
	2024-11-04	01-033-021-0000-2237-000000	$490.86	HEALTH INS	20241101DED-12	N
	2024-11-04	01-033-120-0000-2237-000000	$32.43	HEALTH INS	20241101DED-12	N
	2024-11-04	01-041-021-0000-2237-000000	$146.56	HEALTH INS	20241101DED-12	N
	2024-11-04	01-041-042-0000-2237-000000	$1,198.21	HEALTH INS	20241101DED-12	N
	2024-11-04	01-041-043-0000-2237-000000	$447.53	HEALTH INS	20241101DED-12	N
	2024-11-04	01-041-046-0000-2237-000000	$357.98	HEALTH INS	20241101DED-12	N
	2024-11-04	01-041-071-0000-2237-000000	$197.74	HEALTH INS	20241101DED-12	N
	2024-11-04	01-063-062-0000-2237-000000	$1,093.18	HEALTH INS	20241101DED-12	N
	2024-11-04	01-063-064-0000-2237-000000	$1,045.38	HEALTH INS	20241101DED-12	N
	2024-11-04	01-025-021-0000-2237-000000	$363.05	HEALTH INS	20241101DED-12	N
	2024-11-04	01-063-065-0000-2237-000000	$146.56	HEALTH INS	20241101DED-12	N
	2024-11-04	01-063-066-0000-2237-000000	$751.55	HEALTH INS	20241101DED-12	N
	2024-11-04	01-091-021-0000-2237-000000	$485.09	HEALTH INS	20241101DED-12	N
	2024-11-04	01-091-090-0000-2237-000000	$73.29	HEALTH INS	20241101DED-12	N
	2024-11-04	01-091-091-0000-2237-000000	$1,077.10	HEALTH INS	20241101DED-12	N
	2024-11-04	01-091-092-0000-2237-000000	$293.12	HEALTH INS	20241101DED-12	N
	2024-11-04	01-091-093-0000-2237-000000	$732.80	HEALTH INS	20241101DED-12	N
	2024-11-04	01-101-021-0000-2237-000000	$165.31	HEALTH INS	20241101DED-12	N
	2024-11-04	01-101-044-0000-2237-000000	$450.69	HEALTH INS	20241101DED-12	N
	2024-11-04	01-101-045-0000-2237-000000	$350.24	HEALTH INS	20241101DED-12	N
	2024-11-04	01-025-022-0000-2237-000000	$276.28	HEALTH INS	20241101DED-12	N
	2024-11-04	01-101-115-0000-2237-000000	$32.43	HEALTH INS	20241101DED-12	N
	2024-11-04	01-103-021-0000-2237-000000	$32.43	HEALTH INS	20241101DED-12	N
	2024-11-04	01-103-122-0000-2237-000000	$146.56	HEALTH INS	20241101DED-12	N
	2024-11-04	01-105-021-0000-2237-000000	$146.56	HEALTH INS	20241101DED-12	N
	2024-11-04	01-105-025-0000-2237-000000	$898.11	HEALTH INS	20241101DED-12	N
	2024-11-04	01-105-027-0000-2237-000000	$1,177.55	HEALTH INS	20241101DED-12	N
	2024-11-04	01-107-021-0000-2237-000000	$165.31	HEALTH INS	20241101DED-12	N
	2024-11-04	01-107-109-0000-2237-000000	$293.12	HEALTH INS	20241101DED-12	N
	2024-11-04	01-107-112-0000-2237-000000	$431.94	HEALTH INS	20241101DED-12	N
	2024-11-04	01-107-113-0000-2237-000000	$146.56	HEALTH INS	20241101DED-12	N
	2024-11-04	01-025-023-0000-2237-000000	$458.43	HEALTH INS	20241101DED-12	N
	2024-11-04	01-107-114-0000-2237-000000	$586.24	HEALTH INS	20241101DED-12	N
	2024-11-04	01-111-010-0000-2237-000000	$310.07	HEALTH INS	20241101DED-12	N
	2024-11-04	01-111-011-0000-2237-000000	$439.80	HEALTH INS	20241101DED-12	N
	2024-11-04	01-111-012-0000-2237-000000	$311.87	HEALTH INS	20241101DED-12	N
	2024-11-04	01-121-021-0000-2237-000000	$847.64	HEALTH INS	20241101DED-12	N
	2024-11-04	01-201-260-0000-2237-000000	$146.56	HEALTH INS	20241101DED-12	N
	2024-11-04	01-201-262-0000-2237-000000	$522.38	HEALTH INS	20241101DED-12	N
	2024-11-04	01-201-264-0000-2237-000000	$146.56	HEALTH INS	20241101DED-12	N
	2024-11-04	01-201-265-0000-2237-000000	$146.56	HEALTH INS	20241101DED-12	N
	2024-11-04	01-201-267-0000-2237-000000	$146.56	HEALTH INS	20241101DED-12	N
	2024-11-04	01-025-024-0000-2237-000000	$770.30	HEALTH INS	20241101DED-12	N
	2024-11-04	01-201-268-0000-2237-000000	$1,262.03	HEALTH INS	20241101DED-12	N
	2024-11-04	01-201-269-0000-2237-000000	$2,922.70	HEALTH INS	20241101DED-12	N
	2024-11-04	01-201-270-0000-2237-000000	$2,677.49	HEALTH INS	20241101DED-12	N
	2024-11-04	01-201-271-0000-2237-000000	$2,617.70	HEALTH INS	20241101DED-12	N
	2024-11-04	01-201-272-0000-2237-000000	$941.55	HEALTH INS	20241101DED-12	N
	2024-11-04	01-201-273-0000-2237-000000	$1,942.78	HEALTH INS	20241101DED-12	N

	2024-11-04	01-201-274-0000-2237-000000	$1,948.72	HEALTH INS	20241101DED-12	N
	2024-11-04	01-201-280-0000-2237-000000	$174.33	HEALTH INS	20241101DED-12	N
	2024-11-04	01-201-281-0000-2237-000000	$137.54	HEALTH INS	20241101DED-12	N
	2024-11-04	01-250-253-0000-2237-000000	$3,241.44	HEALTH INS	20241101DED-12	N
	2024-11-04	01-025-028-0000-2237-000000	$1,010.44	HEALTH INS	20241101DED-12	N
	2024-11-04	01-250-254-0000-2237-000000	$1,305.48	HEALTH INS	20241101DED-12	N
	2024-11-04	01-250-266-0000-2237-000000	$146.56	HEALTH INS	20241101DED-12	N
	2024-11-04	01-521-021-0000-2237-000000	$146.52	HEALTH INS	20241101DED-12	N
	2024-11-04	01-521-523-0000-2237-000000	$1,025.92	HEALTH INS	20241101DED-12	N
	2024-11-04	01-521-524-0000-2237-000000	$783.98	HEALTH INS	20241101DED-12	N
	2024-11-04	01-522-021-0000-2237-000000	$293.12	HEALTH INS	20241101DED-12	N
	2024-11-04	01-603-021-0000-2237-000000	$293.16	HEALTH INS	20241101DED-12	N
	2024-11-04	02-211-000-0000-2237-000000	$247.92	HEALTH INS	20241101DED-12	N
	2024-11-04	03-310-021-0000-2237-000000	$586.24	HEALTH INS	20241101DED-12	N
	2024-11-04	03-320-021-0000-2237-000000	$439.68	HEALTH INS	20241101DED-12	N
	2024-11-04	01-031-021-0000-2237-000000	$674.92	HEALTH INS	20241101DED-12	N
	2024-11-04	03-330-021-0000-2237-000000	$146.56	HEALTH INS	20241101DED-12	N
	2024-11-04	03-330-330-0000-2237-000000	$588.15	HEALTH INS	20241101DED-12	N
	2024-11-04	03-330-331-0000-2237-000000	$1,063.42	HEALTH INS	20241101DED-12	N
	2024-11-04	03-340-021-0000-2237-000000	$816.41	HEALTH INS	20241101DED-12	N
	2024-11-04	03-350-021-0000-2237-000000	$138.82	HEALTH INS	20241101DED-12	N
	2024-11-04	11-420-600-0010-2237-000000	$2,395.38	HEALTH INS	20241101DED-12	N
	2024-11-04	11-420-600-0020-2237-000000	$330.78	HEALTH INS	20241101DED-12	N
	2024-11-04	11-420-600-0030-2237-000000	$821.48	HEALTH INS	20241101DED-12	N
	2024-11-04	11-420-605-0010-2237-000000	$165.31	HEALTH INS	20241101DED-12	N
	2024-11-04	11-420-640-0010-2237-000000	$1,047.94	HEALTH INS	20241101DED-12	N
	2024-11-04	01-031-031-0000-2237-000000	$73.27	HEALTH INS	20241101DED-12	N
	2024-11-04	11-430-700-0010-2237-000000	$8,541.48	HEALTH INS	20241101DED-12	N
	2024-11-04	11-430-700-0020-2237-000000	$712.29	HEALTH INS	20241101DED-12	N
	2024-11-04	11-430-700-0030-2237-000000	$715.96	HEALTH INS	20241101DED-12	N
	2024-11-04	11-450-430-0010-2237-000000	$3,065.64	HEALTH INS	20241101DED-12	N
	2024-11-04	11-450-430-0020-2237-000000	$229.10	HEALTH INS	20241101DED-12	N
	2024-11-04	71-505-000-0000-2237-000000	$765.94	HEALTH INS	20241101DED-12	N
	2024-11-04	72-605-000-0000-2237-000000	$879.36	HEALTH INS	20241101DED-12	N
	2024-11-04	11-450-430-0010-2237-000000	($146.56)	HEALTH INS	20241101DED-12	N
	2024-11-04	01-032-021-0000-2237-000000	$165.31	HEALTH INS	20241101DED-12	N
	2024-11-04	01-005-021-0000-2237-000000	$7,217.59	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-032-035-0000-2237-000000	$7,900.88	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-032-036-0000-2237-000000	$2,021.42	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-033-021-0000-2237-000000	$8,414.98	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-033-120-0000-2237-000000	$3,020.37	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-041-021-0000-2237-000000	$1,728.30	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-041-042-0000-2237-000000	$28,957.87	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-041-043-0000-2237-000000	$10,861.79	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-041-046-0000-2237-000000	$9,497.34	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-041-071-0000-2237-000000	$7,884.07	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-063-021-0000-2237-000000	$1,975.36	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-025-021-0000-2237-000000	$5,908.71	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-063-062-0000-2237-000000	$13,141.72	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-063-064-0000-2237-000000	$9,063.04	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-063-065-0000-2237-000000	$2,715.98	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-063-066-0000-2237-000000	$9,838.89	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-091-021-0000-2237-000000	$6,419.64	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-091-090-0000-2237-000000	$864.17	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-091-091-0000-2237-000000	$14,340.50	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-091-092-0000-2237-000000	$6,419.64	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-091-093-0000-2237-000000	$14,567.58	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-101-021-0000-2237-000000	$1,938.01	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-025-022-0000-2237-000000	$10,846.74	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-101-044-0000-2237-000000	$8,562.43	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-101-045-0000-2237-000000	$7,726.76	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-101-115-0000-2237-000000	$1,045.01	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-103-021-0000-2237-000000	$1,045.01	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-103-122-0000-2237-000000	$6,280.90	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-105-021-0000-2237-000000	$1,728.30	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-105-025-0000-2237-000000	$16,505.59	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-105-027-0000-2237-000000	$18,139.21	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-107-021-0000-2237-000000	$1,938.01	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-107-109-0000-2237-000000	$5,431.96	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-025-023-0000-2237-000000	$9,345.33	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-107-112-0000-2237-000000	$4,402.00	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-107-113-0000-2237-000000	$3,703.66	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-107-114-0000-2237-000000	$7,900.88	HEALTH INS COUNTY	20241101DED-13	N

	2024-11-04	01-111-010-0000-2237-000000	$4,911.17	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-111-011-0000-2237-000000	$9,115.44	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-111-012-0000-2237-000000	$4,653.99	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-111-021-0000-2237-000000	$987.68	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-121-021-0000-2237-000000	$4,799.07	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-201-260-0000-2237-000000	$2,715.98	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-201-261-0000-2237-000000	$2,021.42	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-025-024-0000-2237-000000	$12,023.96	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-201-262-0000-2237-000000	$9,317.62	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-201-263-0000-2237-000000	$2,021.42	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-201-264-0000-2237-000000	$1,728.30	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-201-265-0000-2237-000000	$1,728.30	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-201-267-0000-2237-000000	$4,691.34	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-201-268-0000-2237-000000	$23,138.35	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-201-269-0000-2237-000000	$49,943.38	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-201-270-0000-2237-000000	$58,628.49	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-201-271-0000-2237-000000	$49,839.44	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-201-272-0000-2237-000000	$15,002.05	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-025-028-0000-2237-000000	$13,495.34	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-201-273-0000-2237-000000	$32,788.50	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-201-274-0000-2237-000000	$41,705.64	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-201-280-0000-2237-000000	$2,047.92	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-201-281-0000-2237-000000	$1,618.39	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-250-253-0000-2237-000000	$62,557.66	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-250-254-0000-2237-000000	$27,585.12	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-250-266-0000-2237-000000	$1,728.30	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-521-021-0000-2237-000000	$1,851.78	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-521-523-0000-2237-000000	$15,354.41	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-521-524-0000-2237-000000	$9,896.22	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-031-021-0000-2237-000000	$10,562.70	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-522-021-0000-2237-000000	$4,444.28	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-603-021-0000-2237-000000	$2,592.50	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	02-211-000-0000-2237-000000	$3,400.90	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	03-310-021-0000-2237-000000	$6,913.20	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	03-320-021-0000-2237-000000	$6,431.96	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	03-330-021-0000-2237-000000	$1,728.30	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	03-330-330-0000-2237-000000	$15,794.00	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	03-330-331-0000-2237-000000	$19,431.28	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	03-340-021-0000-2237-000000	$10,941.23	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	03-350-021-0000-2237-000000	$4,726.94	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-031-031-0000-2237-000000	$864.13	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	11-420-600-0010-2237-000000	$51,783.12	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	11-420-600-0020-2237-000000	$4,908.28	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	11-420-600-0030-2237-000000	$12,291.00	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	11-420-605-0010-2237-000000	$1,938.01	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	11-420-640-0010-2237-000000	$18,857.09	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	11-430-700-0010-2237-000000	$156,571.56	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	11-430-700-0020-2237-000000	$10,571.73	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	11-430-700-0030-2237-000000	$13,068.60	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	11-450-430-0010-2237-000000	$45,267.14	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	11-450-430-0020-2237-000000	$3,398.06	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	01-032-021-0000-2237-000000	$1,938.01	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	11-450-475-0010-2237-000000	$987.68	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	71-505-000-0000-2237-000000	$3,185.43	HEALTH INS COUNTY	20241101DED-13	N
	2024-11-04	72-605-000-0000-2237-000000	$11,357.48	HEALTH INS COUNTY	20241101DED-13	N
11934	**2494**	**HEALTH PARTNERS**	**$1,238,024.03**			
11935	3654	C & C EMBROIDERY				
	2024-11-04	01-100-000-0000-6808-000000	$454.00	Employee Recognition Clothing	7636	Y
11935	**3654**	**C & C EMBROIDERY**	**$454.00**			
11936	4881	CARLSON CHAPTER 13 BANKRUPTCY OFFICE				
	2024-11-04	11-420-600-0010-2239-000000	$70.00	GARNISHMENT	20241101DED-6	N
11936	**4881**	**CARLSON CHAPTER 13 BANKRUPTCY OFFICE**	**$70.00**			
11937	5649	HEALTH PARTNERS - DENTAL				
	2024-11-04	01-005-021-0000-2232-000000	$119.18	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	01-063-062-0000-2232-000000	$516.49	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	01-063-064-0000-2232-000000	$238.36	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	01-063-066-0000-2232-000000	$476.72	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	01-091-021-0000-2232-000000	$19.95	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	01-091-091-0000-2232-000000	$238.36	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	01-091-092-0000-2232-000000	$158.95	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	01-091-093-0000-2232-000000	$39.77	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	01-101-021-0000-2232-000000	$119.18	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	01-101-044-0000-2232-000000	$39.77	BUY UP DENTAL	20241101DED-14	N

	2024-11-04	01-101-045-0000-2232-000000	$39.77	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	01-025-021-0000-2232-000000	$158.95	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	01-105-025-0000-2232-000000	$278.13	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	01-105-027-0000-2232-000000	$238.36	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	01-111-010-0000-2232-000000	$39.77	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	01-111-011-0000-2232-000000	$158.95	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	01-111-012-0000-2232-000000	$119.18	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	01-111-021-0000-2232-000000	$39.77	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	01-121-021-0000-2232-000000	$39.77	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	01-201-262-0000-2232-000000	$158.99	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	01-201-267-0000-2232-000000	$119.18	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	01-201-268-0000-2232-000000	$317.90	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	01-025-022-0000-2232-000000	$119.31	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	01-201-269-0000-2232-000000	$993.47	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	01-201-270-0000-2232-000000	$992.47	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	01-201-271-0000-2232-000000	$1,072.75	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	01-201-272-0000-2232-000000	$278.13	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	01-201-273-0000-2232-000000	$1,271.47	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	01-201-274-0000-2232-000000	$715.34	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	01-201-280-0000-2232-000000	$131.11	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	01-201-281-0000-2232-000000	$107.25	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	01-250-253-0000-2232-000000	$1,231.83	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	01-250-254-0000-2232-000000	$596.16	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	01-025-023-0000-2232-000000	$79.54	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	01-521-524-0000-2232-000000	$278.13	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	02-211-000-0000-2232-000000	$79.50	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	03-310-021-0000-2232-000000	$119.18	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	03-330-330-0000-2232-000000	$39.77	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	03-330-331-0000-2232-000000	$317.90	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	11-420-600-0010-2232-000000	$516.62	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	11-420-600-0020-2232-000000	$10.34	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	11-420-600-0030-2232-000000	$238.36	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	11-420-640-0010-2232-000000	$198.72	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	11-430-700-0010-2232-000000	$3,377.46	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	01-025-028-0000-2232-000000	$357.67	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	11-430-700-0020-2232-000000	$22.27	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	11-430-700-0030-2232-000000	$198.72	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	11-450-430-0010-2232-000000	$516.62	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	11-450-430-0020-2232-000000	$7.16	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	01-031-021-0000-2232-000000	$317.90	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	01-032-035-0000-2232-000000	$119.18	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	01-033-021-0000-2232-000000	$39.77	BUY UP DENTAL	20241101DED-14	N
	2024-11-04	01-041-043-0000-2232-000000	$238.49	BUY UP DENTAL	20241101DED-14	N
11937	**5649**	**HEALTH PARTNERS - DENTAL**	**$18,258.04**			
11938	5871	LIFE INSURANCE COMPANY OF NORTH AMERICA				
	2024-11-04	01-025-021-0000-2237-000000	$8.52	CRITICAL ILLNESS	20241101DED-16	N
	2024-11-04	01-063-062-0000-2237-000000	$17.04	CRITICAL ILLNESS	20241101DED-16	N
	2024-11-04	01-063-064-0000-2237-000000	$24.18	CRITICAL ILLNESS	20241101DED-16	N
	2024-11-04	01-063-066-0000-2237-000000	$19.55	CRITICAL ILLNESS	20241101DED-16	N
	2024-11-04	01-105-025-0000-2237-000000	$29.87	CRITICAL ILLNESS	20241101DED-16	N
	2024-11-04	01-201-268-0000-2237-000000	$125.81	CRITICAL ILLNESS	20241101DED-16	N
	2024-11-04	01-201-269-0000-2237-000000	$73.02	CRITICAL ILLNESS	20241101DED-16	N
	2024-11-04	01-201-270-0000-2237-000000	$143.08	CRITICAL ILLNESS	20241101DED-16	N
	2024-11-04	01-201-271-0000-2237-000000	$59.62	CRITICAL ILLNESS	20241101DED-16	N
	2024-11-04	01-201-272-0000-2237-000000	$21.57	CRITICAL ILLNESS	20241101DED-16	N
	2024-11-04	01-201-273-0000-2237-000000	$68.73	CRITICAL ILLNESS	20241101DED-16	N
	2024-11-04	01-025-022-0000-2237-000000	$46.12	CRITICAL ILLNESS	20241101DED-16	N
	2024-11-04	01-201-274-0000-2237-000000	$69.67	CRITICAL ILLNESS	20241101DED-16	N
	2024-11-04	01-250-253-0000-2237-000000	$143.03	CRITICAL ILLNESS	20241101DED-16	N
	2024-11-04	01-522-021-0000-2237-000000	$14.30	CRITICAL ILLNESS	20241101DED-16	N
	2024-11-04	11-420-600-0010-2237-000000	$14.30	CRITICAL ILLNESS	20241101DED-16	N
	2024-11-04	11-420-600-0020-2237-000000	$16.65	CRITICAL ILLNESS	20241101DED-16	N
	2024-11-04	11-430-700-0010-2237-000000	$163.28	CRITICAL ILLNESS	20241101DED-16	N
	2024-11-04	11-430-700-0020-2237-000000	$35.82	CRITICAL ILLNESS	20241101DED-16	N
	2024-11-04	11-430-700-0030-2237-000000	$24.18	CRITICAL ILLNESS	20241101DED-16	N
	2024-11-04	11-450-430-0010-2237-000000	$93.14	CRITICAL ILLNESS	20241101DED-16	N
	2024-11-04	11-450-430-0020-2237-000000	$11.49	CRITICAL ILLNESS	20241101DED-16	N
	2024-11-04	01-025-023-0000-2237-000000	$6.59	CRITICAL ILLNESS	20241101DED-16	N
	2024-11-04	01-201-270-0000-2237-000000	($19.95)	CRITICAL ILLNESS	20241101DED-16	N
	2024-11-04	01-025-024-0000-2237-000000	$39.41	CRITICAL ILLNESS	20241101DED-16	N
	2024-11-04	01-025-028-0000-2237-000000	$19.55	CRITICAL ILLNESS	20241101DED-16	N
	2024-11-04	01-033-021-0000-2237-000000	$29.49	CRITICAL ILLNESS	20241101DED-16	N
	2024-11-04	01-041-042-0000-2237-000000	$39.41	CRITICAL ILLNESS	20241101DED-16	N

	2024-11-04	01-041-046-0000-2237-000000	$39.41	CRITICAL ILLNESS	20241101DED-16	N
	2024-11-04	01-041-071-0000-2237-000000	$6.59	CRITICAL ILLNESS	20241101DED-16	N
	2024-11-04	01-025-022-0000-2237-000000	$48.90	ACCIDENT DET	20241101DED-17	N
	2024-11-04	01-101-045-0000-2237-000000	$38.45	ACCIDENT DET	20241101DED-17	N
	2024-11-04	01-105-025-0000-2237-000000	$22.80	ACCIDENT DET	20241101DED-17	N
	2024-11-04	01-107-109-0000-2237-000000	$9.70	ACCIDENT DET	20241101DED-17	N
	2024-11-04	01-111-011-0000-2237-000000	$9.70	ACCIDENT DET	20241101DED-17	N
	2024-11-04	01-111-012-0000-2237-000000	$16.95	ACCIDENT DET	20241101DED-17	N
	2024-11-04	01-111-021-0000-2237-000000	$16.10	ACCIDENT DET	20241101DED-17	N
	2024-11-04	01-201-264-0000-2237-000000	$22.80	ACCIDENT DET	20241101DED-17	N
	2024-11-04	01-201-268-0000-2237-000000	$74.70	ACCIDENT DET	20241101DED-17	N
	2024-11-04	01-201-269-0000-2237-000000	$138.65	ACCIDENT DET	20241101DED-17	N
	2024-11-04	01-201-270-0000-2237-000000	$220.60	ACCIDENT DET	20241101DED-17	N
	2024-11-04	01-025-023-0000-2237-000000	$9.70	ACCIDENT DET	20241101DED-17	N
	2024-11-04	01-201-271-0000-2237-000000	$113.50	ACCIDENT DET	20241101DED-17	N
	2024-11-04	01-201-272-0000-2237-000000	$55.30	ACCIDENT DET	20241101DED-17	N
	2024-11-04	01-201-273-0000-2237-000000	$110.70	ACCIDENT DET	20241101DED-17	N
	2024-11-04	01-201-274-0000-2237-000000	$156.65	ACCIDENT DET	20241101DED-17	N
	2024-11-04	01-250-253-0000-2237-000000	$255.75	ACCIDENT DET	20241101DED-17	N
	2024-11-04	01-250-254-0000-2237-000000	$52.75	ACCIDENT DET	20241101DED-17	N
	2024-11-04	01-521-524-0000-2237-000000	$9.70	ACCIDENT DET	20241101DED-17	N
	2024-11-04	01-522-021-0000-2237-000000	$19.40	ACCIDENT DET	20241101DED-17	N
	2024-11-04	03-330-331-0000-2237-000000	$19.40	ACCIDENT DET	20241101DED-17	N
	2024-11-04	03-350-021-0000-2237-000000	$28.75	ACCIDENT DET	20241101DED-17	N
	2024-11-04	01-025-028-0000-2237-000000	$39.75	ACCIDENT DET	20241101DED-17	N
	2024-11-04	11-420-600-0010-2237-000000	$9.70	ACCIDENT DET	20241101DED-17	N
	2024-11-04	11-420-600-0020-2237-000000	$2.52	ACCIDENT DET	20241101DED-17	N
	2024-11-04	11-430-700-0010-2237-000000	$234.85	ACCIDENT DET	20241101DED-17	N
	2024-11-04	11-430-700-0020-2237-000000	$5.43	ACCIDENT DET	20241101DED-17	N
	2024-11-04	11-430-700-0030-2237-000000	$32.50	ACCIDENT DET	20241101DED-17	N
	2024-11-04	11-450-430-0010-2237-000000	$117.40	ACCIDENT DET	20241101DED-17	N
	2024-11-04	11-450-430-0020-2237-000000	$1.75	ACCIDENT DET	20241101DED-17	N
	2024-11-04	11-450-475-0010-2237-000000	$9.70	ACCIDENT DET	20241101DED-17	N
	2024-11-04	71-505-000-0000-2237-000000	$26.10	ACCIDENT DET	20241101DED-17	N
	2024-11-04	72-605-000-0000-2237-000000	$22.80	ACCIDENT DET	20241101DED-17	N
	2024-11-04	01-033-120-0000-2237-000000	$9.70	ACCIDENT DET	20241101DED-17	N
	2024-11-04	01-201-270-0000-2237-000000	($39.75)	ACCIDENT DET	20241101DED-17	N
	2024-11-04	01-041-042-0000-2237-000000	$9.70	ACCIDENT DET	20241101DED-17	N
	2024-11-04	01-041-043-0000-2237-000000	$22.80	ACCIDENT DET	20241101DED-17	N
	2024-11-04	01-041-071-0000-2237-000000	$16.95	ACCIDENT DET	20241101DED-17	N
	2024-11-04	01-063-062-0000-2237-000000	$9.70	ACCIDENT DET	20241101DED-17	N
	2024-11-04	01-063-066-0000-2237-000000	$22.80	ACCIDENT DET	20241101DED-17	N
	2024-11-04	01-025-022-0000-2237-000000	$56.39	HOSPITAL DET	20241101DED-18	N
	2024-11-04	01-201-272-0000-2237-000000	$19.78	HOSPITAL DET	20241101DED-18	N
	2024-11-04	01-201-273-0000-2237-000000	$111.47	HOSPITAL DET	20241101DED-18	N
	2024-11-04	01-201-274-0000-2237-000000	$76.17	HOSPITAL DET	20241101DED-18	N
	2024-11-04	01-250-253-0000-2237-000000	$135.51	HOSPITAL DET	20241101DED-18	N
	2024-11-04	03-320-021-0000-2237-000000	$40.87	HOSPITAL DET	20241101DED-18	N
	2024-11-04	11-430-700-0010-2237-000000	$159.55	HOSPITAL DET	20241101DED-18	N
	2024-11-04	11-430-700-0030-2237-000000	$19.78	HOSPITAL DET	20241101DED-18	N
	2024-11-04	11-450-430-0010-2237-000000	$76.17	HOSPITAL DET	20241101DED-18	N
	2024-11-04	01-025-023-0000-2237-000000	$19.78	HOSPITAL DET	20241101DED-18	N
	2024-11-04	01-041-042-0000-2237-000000	$19.78	HOSPITAL DET	20241101DED-18	N
	2024-11-04	01-041-071-0000-2237-000000	$19.78	HOSPITAL DET	20241101DED-18	N
	2024-11-04	01-063-062-0000-2237-000000	$19.78	HOSPITAL DET	20241101DED-18	N
	2024-11-04	01-091-093-0000-2237-000000	$39.56	HOSPITAL DET	20241101DED-18	N
	2024-11-04	01-201-269-0000-2237-000000	$40.87	HOSPITAL DET	20241101DED-18	N
	2024-11-04	01-201-270-0000-2237-000000	$207.42	HOSPITAL DET	20241101DED-18	N
	2024-11-04	01-201-271-0000-2237-000000	$35.30	HOSPITAL DET	20241101DED-18	N
11938	**5871**	**LIFE INSURANCE COMPANY OF NORTH AMERICA**	**$4,486.78**			
11939	7058	AMERITAS VARIABLE LIFE INSURANCE CO				
	2024-11-04	01-201-271-0000-2232-000000	$100.00	DEFERRED COMP	20241101DED-4	N
	2024-11-04	11-430-700-0030-2232-000000	$800.00	DEFERRED COMP	20241101DED-4	N
11939	**7058**	**AMERITAS VARIABLE LIFE INSURANCE CO**	**$900.00**			
11940	8769	BUFFALO POSTMASTER				
	2024-11-04	11-450-430-0020-6205-000000	$18.40	ADM POSTAGE	20241104	N
	2024-11-04	11-430-700-0020-6205-000000	$56.00	ADM POSTAGE	20241104	N
	2024-11-04	11-420-600-0020-6205-000000	$25.60	ADM POSTAGE	20241104	N
11940	**8769**	**BUFFALO POSTMASTER**	**$100.00**			
11942	200231	SROA - STORAGE RENTALS OF AMERICA LLC				
	2024-11-04	73-847-000-0000-6342-000000	$112.00	B255 Rent 11/1-11/30 Mink Somers LID	2744	N
	2024-11-04	73-847-000-0000-6353-000000	$14.00	B255 Rent 11/1-11/30 Mink Somers LID	2744	N
11942	**200231**	**SROA - STORAGE RENTALS OF AMERICA LLC**	**$126.00**			

11943	6158	ARAMARK SERVICES INC				
	2024-11-04	01-250-000-0000-6458-000000	$9,888.44	Inmate Meals October 24th-30th	200723300-001033	N
11943	**6158**	**ARAMARK SERVICES INC**	**$9,888.44**			
11945	200959	SUNRISE WELLNESS LLC				
	2024-11-04	01-100-000-0000-6352-000000	$425.34	Claim #24WC2005 MN Statute 363.032 Subd. 4	#20988	N
11945	**200959**	**SUNRISE WELLNESS LLC**	**$425.34**			
11946	200960	J&N TACTICAL				
	2024-11-04	01-201-000-0000-6480-000000	$1,175.00	Heat treated 4130 alloy steel halligan tactical entry tool.	24-00561	N
	2024-11-04	01-201-000-0000-6480-000000	$150.00	Halligan Sling Mount Attachments for Quick Release Tactical Sling - 1 set (2)	24-00561	N
	2024-11-04	01-201-000-0000-6480-000000	$425.00	Quick release, adjustable tactical sling with two snap shackles.	24-00561	N
11946	**200960**	**J&N TACTICAL**	**$1,750.00**			
11951		TAMARA STORTZ				
	2024-11-05	01-025-000-0000-5501-000000	$280.00	REFUND OVERPAYMENT 71CR23341	20241101	
11951		**TAMARA STORTZ**	**$280.00**			
11952		SUSAN LEDRAY				
	2024-11-05	01-101-000-0000-6338-000000	$48.24	LEGAL ADVICE SPEAKER MILEAGE	20241031-1	
11952		**SUSAN LEDRAY**	**$48.24**			
11953	207	ASSOCIATION OF MINNESOTA COUNTIES				
	2024-11-05	01-005-021-0001-6338-000000	$50.00	2024 District 5 Fall Meeting 10/14/24 TD	70228.00	N
11953	**207**	**ASSOCIATION OF MINNESOTA COUNTIES**	**$50.00**			
11954	600	MORRIES PARTS & SERVICE GROUP				
	2024-11-05	03-380-000-0000-6574-000000	$4,699.85	HWY REPAIR PARTS	1003526	N
11954	**600**	**MORRIES PARTS & SERVICE GROUP**	**$4,699.85**			
11955	941	ANDY'S TOWING LLC				
	2024-11-05	01-201-000-0000-6261-000000	$390.67	Tow:24029683	#24-155540	Y
11955	**941**	**ANDY'S TOWING LLC**	**$390.67**			
11956	1001	ANOKA COUNTY SHERIFF				
	2024-11-05	01-013-000-0000-6261-000000	$80.00	Personal Service JV-24-5765 24004962Special Notes regarding expenses incurred, services provided or good(s) delivered (attach invoices/receipts)TschumperMonicaWright Court(ODU) t (9Calk)ller	24004962	N
11956	**1001**	**ANOKA COUNTY SHERIFF**	**$80.00**			
11957	1483	TRUEMAN WELTERS INC.				
	2024-11-05	03-380-000-0000-6575-000000	$7,719.82	INJECTOR TESTING	RB86174	N
11957	**1483**	**TRUEMAN WELTERS INC.**	**$7,719.82**			
11958	1619	SHERBURNE COUNTY SHERIFF				
	2024-11-05	01-013-000-0000-6261-000000	$160.00	Personal Service 242405 JV-23-5749	242405	N
11958	**1619**	**SHERBURNE COUNTY SHERIFF**	**$160.00**			
11959	1813	COLLINS BROS TOWING				
	2024-11-05	01-201-000-0000-6261-000000	$236.23	Tow:24029683	7064	N
11959	**1813**	**COLLINS BROS TOWING**	**$236.23**			
11960	1876	BETHEL ASSEMBLY OF GOD				
	2024-11-05	01-521-021-0000-6450-000000	$900.00	Santa for Santa Pictures	20241031	N
11960	**1876**	**BETHEL ASSEMBLY OF GOD**	**$900.00**			
11961	2487	WINDSTREAM				
	2024-11-05	03-310-000-0000-6203-000000	$479.97	INTERNET TO SHOPS 1, 4 & 5	1024 091562156	N
11961	**2487**	**WINDSTREAM**	**$479.97**			
11962	2490	UNITED PARCEL SERVICE				
	2024-11-05	01-201-000-0000-6261-000000	$139.77	Shipping	0000R6172Y434	N
11962	**2490**	**UNITED PARCEL SERVICE**	**$139.77**			
11963	4817	HERALD JOURNAL PUBLISHING INC				
	2024-11-05	01-031-000-0000-6235-000000	$30.57	Publication Affidavit	20241031AD	N
11963	**4817**	**HERALD JOURNAL PUBLISHING INC**	**$30.57**			
11964	5154	LUNDEEN BROTHERS INC				
	2024-11-05	01-521-021-0000-6452-000000	$605.57	Element Assembly-Parts and Labor	46750	N
11964	**5154**	**LUNDEEN BROTHERS INC**	**$605.57**			
11965	5792	CORRECTION DENTISTRY LLC				
	2024-11-05	01-250-000-0000-6458-000000	$297.00	Jail Medical-DP	3084	N
	2024-11-05	01-250-000-0000-6458-000000	$297.00	Jail Medical-CW	3085	N
	2024-11-05	01-250-000-0000-6458-000000	$297.00	Jail Medical-JS	3086	N
11965	**5792**	**CORRECTION DENTISTRY LLC**	**$891.00**			
11966	5974	CENTERPOINT ENERGY				
	2024-11-05	01-521-523-0000-6251-000000	$21.80	Natural gas Schroeder 9/20/24-10/21/24	5856795-9 1024	N
	2024-11-05	01-521-523-0000-6251-000000	$69.71	Natural Gas Schroeder Park 9/20/24-10/21/24	6403466203-7 1024	N
	2024-11-05	01-521-523-0000-6251-000000	$1.27	6403466203-7 late fee	6403466203-7 1024	N
11966	**5974**	**CENTERPOINT ENERGY**	**$92.78**			
11967	6224	MSC INDUSTRIAL SUPPLY CO				
	2024-11-05	03-380-000-0000-6574-000000	$190.57	HWY REPAIR PARTSSHOP SUPPLIES	7031863001	N
	2024-11-05	03-380-000-0000-6411-000000	$269.14	HWY REPAIR PARTSSHOP SUPPLIES	7031863001	N
	2024-11-05	03-380-000-0000-6574-000000	$88.60	HWY REPAIR PARTSSHOP SUPPLIES	7206042001	N
	2024-11-05	03-380-000-0000-6411-000000	$420.51	HWY REPAIR PARTSSHOP SUPPLIES	7206042001	N
	2024-11-05	03-380-000-0000-6411-000000	$186.33	HWY REPAIR PARTSSHOP SUPPLIES	7236428001	N
	2024-11-05	03-380-000-0000-6574-000000	$34.06	HWY REPAIR PARTSSHOP SUPPLIES	7236428001	N
	2024-11-05	03-380-000-0000-6574-000000	$40.30	HWY REPAIR PARTSSHOP SUPPLIES	7267658001	N
	2024-11-05	03-380-000-0000-6411-000000	$503.65	HWY REPAIR PARTSSHOP SUPPLIES	7267658001	N
11967	**6224**	**MSC INDUSTRIAL SUPPLY CO**	**$1,733.16**			

11968	6858	CHARM-TEX INC				
	2024-11-05	02-230-000-0000-6411-000000	$133.50	SNEAKERS, HIGH TOPVELCRO , BLACK, SIZE: 9-Qty 15	0381842-IN	N
	2024-11-05	02-230-000-0000-6411-000000	$35.60	SNEAKERS, HIGH TOPVELCRO , BLACK, SIZE: 13-Qty 4	0381842-IN	N
11968	**6858**	**CHARM-TEX INC**	**$169.10**			
11969	7406	OMANN BROTHERS INC				
	2024-11-05	03-330-000-0000-6536-000000	$1,300.00	AC FINES MIXTACK OIL	18453	N
	2024-11-05	03-330-000-0000-6531-000000	$270.00	AC FINES MIXTACK OIL	18453	N
	2024-11-05	03-330-000-0000-6531-000000	$270.90	AC FINES MIXTACK OIL	18459	N
	2024-11-05	03-330-000-0000-6536-000000	$1,300.00	AC FINES MIXTACK OIL	18459	N
	2024-11-05	03-330-000-0000-6531-000000	$180.90	TACK OIL AC FINES MIX	18467	N
	2024-11-05	03-330-000-0000-6536-000000	$650.00	TACK OIL AC FINES MIX	18467	N
	2024-11-05	03-330-000-0000-6531-000000	$270.00	AC FINES MIXTACK OIL	18472	N
	2024-11-05	03-330-000-0000-6536-000000	$650.00	AC FINES MIXTACK OIL	18472	N
	2024-11-05	03-330-000-0000-6531-000000	$180.00	AC FINES MIXTACK OIL	18475	N
	2024-11-05	03-330-000-0000-6536-000000	$1,300.00	AC FINES MIXTACK OIL	18475	N
	2024-11-05	03-330-000-0000-6531-000000	$270.90	AC FINES MIXTACK OIL	18480	N
	2024-11-05	03-330-000-0000-6536-000000	$325.00	AC FINES MIXTACK OIL	18480	N
	2024-11-05	03-330-000-0000-6531-000000	$270.90	AC FINES MIX	18494	N
11969	**7406**	**OMANN BROTHERS INC**	**$7,238.60**			
11970	18610	EAST CENTRAL REGIONAL JUVENILE CENTER				
	2024-11-05	01-025-000-0000-6265-000000	$29,738.00	October 2024 juvenile contracted bed space	20241031	N
11970	**18610**	**EAST CENTRAL REGIONAL JUVENILE CENTER**	**$29,738.00**			
11971	6158	ARAMARK SERVICES INC				
	2024-11-05	01-250-000-0000-6459-000000	$1,776.54	My Own (Kosher) Meals	200723300-001032	N
	2024-11-05	02-230-000-0000-6458-000000	$330.00	Fresh Favorites October 24th-30th	200723300-001034	N
	2024-11-05	02-230-000-0000-6458-000000	($330.00)	Move to 02-230-000-0000-6459-000000	200723300-001034	N
	2024-11-05	02-230-000-0000-6459-000000	$330.00	Fresh Favorites October 24th-30th	200723300-001034	N
11971	**6158**	**ARAMARK SERVICES INC**	**$2,106.54**			
11972	29751	HENNEPIN COUNTY SHERIFF				
	2024-11-05	01-013-000-0000-6261-000000	$80.00	Personal Service costs 89686 JV-23-4841	89686	N
11972	**29751**	**HENNEPIN COUNTY SHERIFF**	**$80.00**			
11973	4433	XCEL ENERGY				
	2024-11-05	01-521-523-0000-6251-000000	$310.31	Schroeder Campground Electric 9/23/24-10/22/24	51-0012135939-4 1024	N
11973	**4433**	**XCEL ENERGY**	**$310.31**			
11974	1783	CNH INDUSTRIAL CAPITAL PRODUCTIVITY PLU				
	2024-11-05	03-380-000-0000-6574-000000	$299.98	HWY REPAIR PARTS	IE49726	N
	2024-11-05	03-380-000-0000-6574-000000	$8.35	HWY REPAIR PARTS	IE49887	N
	2024-11-05	03-380-000-0000-6574-000000	$92.00	HWY REPAIR PARTS	RB84893	N
	2024-11-05	03-380-000-0000-6574-000000	$34.50	HWY REPAIR PARTS	RB85362A	N
11974	**1783**	**CNH INDUSTRIAL CAPITAL PRODUCTIVITY PLU**	**$434.83**			
11975	200856	OECS				
	2024-11-05	01-032-036-0000-6912-000000	$1,475.00	Occupational Safety Services Sept2024 -Aug2025	47984	N
11975	**200856**	**OECS**	**$1,475.00**			
11976	200956	BUFFALO HOUSING LP				
	2024-11-05	11-420-621-4408-6020-000000	$1,265.00	September rent - DAVID FORBES	2024.09-10	N
	2024-11-05	11-420-621-4408-6020-000000	$1,265.00	October rent - DAVID FORBES	2024.09-10	N
	2024-11-05	11-420-621-4408-6020-000000	$490.00	Fees Case# 1253549 1 adult 1 child COA 11-420-621-4408-6020-000000 Client: David Forbes	2024.09-10	N
11976	**200956**	**BUFFALO HOUSING LP**	**$3,020.00**			
11977		AMY LARSON				
	2024-11-06	01-091-000-0000-6809-000000	$60.00	WITNESS FEE 86-CR-23-4170	20241104-1	
	2024-11-06	01-091-000-0000-6809-000000	$18.48	MILEAGE (66 MILES X $.28/MILE)	20241104-1	
	2024-11-06	01-091-000-0000-6809-000000	$42.54	MEALS	20241104-1	
11977		**AMY LARSON**	**$121.02**			
11978		CHARLENE HATFIELD				
	2024-11-06	85-830-000-0000-6882-000000	$3,548.00	OVERPAYMENT OF TAXES	208-200-204101 1024	
11978		**CHARLENE HATFIELD**	**$3,548.00**			
11979	369	GALLS LLC				
	2024-11-06	01-201-000-0000-6411-000000	$33.02	Letter Custom Collar	029346769	Y
	2024-11-06	01-201-000-0000-6411-000000	$36.40	Cutout Character	029346778	Y
11979	**369**	**GALLS LLC**	**$69.42**			
11980	600	MORRIES PARTS & SERVICE GROUP				
	2024-11-06	03-380-000-0000-6575-000000	$92.99	OUTSIDE LABOR	598730	N
11980	**600**	**MORRIES PARTS & SERVICE GROUP**	**$92.99**			
11981	786	FLEETPRIDE				
	2024-11-06	03-380-000-0000-6574-000000	($112.00)	CORE CREDIT	117188720	N
	2024-11-06	03-340-000-0000-6574-000000	($168.00)	CORE CREDIT	117188720	N
	2024-11-06	03-380-000-0000-6574-000000	$458.00	HWY REPAIR PARTS	120564027	N
	2024-11-06	03-380-000-0000-6574-000000	$559.92	HWY REPAIR PARTS	120872394	N
11981	**786**	**FLEETPRIDE**	**$737.92**			
11982	872	MN DEPARTMENT OF AGRICULTURE				
	2024-11-06	01-522-021-0000-6338-000000	$10.00	Pesticide Applicator Test	20266951	N
11982	**872**	**MN DEPARTMENT OF AGRICULTURE**	**$10.00**			
11983	1001	ANOKA COUNTY SHERIFF				

	2024-11-06	01-013-000-0000-6261-000000	$80.00	Service Fees 24005035 JV-24-5749 24005035	24005035	N
11983	**1001**	**ANOKA COUNTY SHERIFF**	**$80.00**			
11984	1118	CULLIGAN OF BUFFALO				
	2024-11-06	01-111-000-0000-6411-000000	$9.80	WATER SVC HWY DEPT FRENCH LAKE SHOP NOV 2024	173X04148807	N
	2024-11-06	01-111-000-0000-6411-000000	$24.80	WATER SVC HWY DEPT MAPLE LAKE SHOP NOV 2024	173X04151702	N
11984	**1118**	**CULLIGAN OF BUFFALO**	**$34.60**			
11985	1622	ALLINA HOSPITALS & CLINIC				
	2024-11-06	01-201-000-0000-6480-000000	$1,545.00	AED Heart Safe Padz	CI00058602	Y
11985	**1622**	**ALLINA HOSPITALS & CLINIC**	**$1,545.00**			
11986	2487	WINDSTREAM				
	2024-11-06	01-111-000-0000-6251-000000	$256.64	320-963-1933 TRNG CTR PHONE SVC 10/25/24-11/24/24	091987002 1124	N
11986	**2487**	**WINDSTREAM**	**$256.64**			
11987	3038	PATRICK SICHENEDER				
	2024-11-06	01-111-000-0000-6301-000000	$459.00	Service PW Oil Burner	20241028	Y
11987	**3038**	**PATRICK SICHENEDER**	**$459.00**			
11988	4817	HERALD JOURNAL PUBLISHING INC				
	2024-11-06	01-041-021-0000-6235-000000	$79.54	DHJ Drainage Authority Minutes Sept 11	20241031FI	N
	2024-11-06	01-041-021-0000-6235-000000	$17.46	DHJ Personnel Committee Minutes Sept 11	20241031FI	N
	2024-11-06	01-041-021-0000-6235-000000	$100.88	DHJ Minutes Sept 10 W/Warrents	20241031FI	N
	2024-11-06	01-041-021-0000-6235-000000	$11.64	DHJ Revisors Workshop Minutes Sept 23	20241031FI	N
	2024-11-06	01-041-021-0000-6235-000000	$147.44	DHJ Minutes Sept 24 W/Warrents	20241031FI	N
	2024-11-06	01-041-071-0000-6235-000000	$4.37	DHJ Public Accuracy Test, Oct 16	20241031FI	N
	2024-11-06	01-041-021-0000-6235-000000	$89.73	DHJ Minutes Oct 1 w/Warrents	20241031FI	N
	2024-11-06	01-107-000-0000-6235-000000	$880.27	October 2024 public notices for PC/BOA & member posting for PC/BOA	20241031PZ	N
11988	**4817**	**HERALD JOURNAL PUBLISHING INC**	**$1,331.33**			
11989	5041	TRANS UNION LLC				
	2024-11-06	01-201-000-0000-6261-000000	$42.24	New Hire Reports	10404343	N
11989	**5041**	**TRANS UNION LLC**	**$42.24**			
11990	5085	CONTEGRITY GROUP				
	2024-11-06	34-150-000-8475-6602-000000	$9,900.00	Construction Management Fee Maple Lake Twp Garage	2024962	N
	2024-11-06	34-150-000-8475-6602-000000	$702.56	On Site Supervision Fee Maple Lake Twp Garage	2024963	N
11990	**5085**	**CONTEGRITY GROUP**	**$10,602.56**			
11991	5818	MN DEPARTMENT OF LABOR & INDUSTRY				
	2024-11-06	01-111-000-0000-6245-000000	$10.00	732856 Pressure Vessel	ABR0338418X	N
	2024-11-06	01-111-000-0000-6245-000000	$10.00	376492 Pressure Vessel	ABR0338418X	N
	2024-11-06	01-111-000-0000-6245-000000	$10.00	580214 Pressure Vessel	ABR0338418X	N
	2024-11-06	01-111-000-0000-6245-000000	$100.00	ELV-15595 Elevator Annual Oper	ALR0167599X	N
	2024-11-06	01-111-000-0000-6245-000000	$100.00	ELV-15808 Elevator Annual Oper	ALR0167599X	N
11991	**5818**	**MN DEPARTMENT OF LABOR & INDUSTRY**	**$230.00**			
11992	5974	CENTERPOINT ENERGY				
	2024-11-06	01-111-000-0000-6251-000000	$150.41	Gas Svc Albertville Hwy Dept 9/27/24-10/28/24	6708158-8 1024	N
11992	**5974**	**CENTERPOINT ENERGY**	**$150.41**			
11993	6202	CUSTOM TRUCK SOURCE L.P.				
	2024-11-06	03-380-000-0000-6574-000000	$1,783.01	HWY REPAIR PARTS	2024002254975	Y
	2024-11-06	03-380-000-0000-6574-000000	$42.86	HWY REPAIR PARTS	2024002261205	Y
11993	**6202**	**CUSTOM TRUCK SOURCE L.P.**	**$1,825.87**			
11994	68320	UNITED STATES DEPARTMENT OF TREASURY				
	2024-11-06	01-100-000-0000-6859-000000	$123.01	Late payment interest on 12/31/21 tax payment	CP160	N
11994	**68320**	**UNITED STATES DEPARTMENT OF TREASURY**	**$123.01**			
11995	200078	WRIGHT COUNTY JOURNAL PRESS				
	2024-11-06	01-107-000-0000-6235-000000	$206.32	BOA & PC member posting	8108206	N
11995	**200078**	**WRIGHT COUNTY JOURNAL PRESS**	**$206.32**			
11996	200881	ELECTRICAL PRODUCTION SERVICES, INC				
	2024-11-06	34-150-000-8475-6602-000000	$1,235.00	MAPLE LAKE TWP GARAGE	Application: 3	N
11996	**200881**	**ELECTRICAL PRODUCTION SERVICES, INC**	**$1,235.00**			
11998		KARLA TETRAULT				
	2024-11-07	01-091-000-0000-6809-000000	$20.00	WITNESS FEE 86-CR-23-4170	20241104-2	
	2024-11-07	01-091-000-0000-6809-000000	$0.84	MILEAGE (3 MILES X $.28/MILE)	20241104-2	
11998		**KARLA TETRAULT**	**$20.84**			
11999	1038	ANNANDALE ADVOCATE INC				
	2024-11-07	01-107-000-0000-6235-000000	$163.80	Member posting for PC&BOA	20241031	N
11999	**1038**	**ANNANDALE ADVOCATE INC**	**$163.80**			
12000	3308	M & M EXPRESS LUBE				
	2024-11-07	01-100-000-0000-6912-000000	$94.33	Safety Equipment PPE-chainsaw	533068	Y
12000	**3308**	**M & M EXPRESS LUBE**	**$94.33**			
12001	6934	RELIANCE TELEPHONE SYSTEMS INC				
	2024-11-07	02-230-000-0000-6203-000000	$1,000.00	$5 Phone Cards	D-28670	N
12001	**6934**	**RELIANCE TELEPHONE SYSTEMS INC**	**$1,000.00**			
12002	200122	WRIGHT COUNTY 4-H				
	2024-11-07	01-099-493-8416-6814-000000	$11,317.60	ARP- 4-H	20241015ARP-3	N
	2024-11-07	01-099-493-8416-6814-000000	$142.05	ARP - 4-H	20241105ARP	N
12002	**200122**	**WRIGHT COUNTY 4-H**	**$11,459.65**			
12003	4433	XCEL ENERGY				

	2024-11-07	03-350-000-0000-6543-000000	$14.48	51-0011082852-6STREET LIGHT	900273859	N
	2024-11-07	03-350-000-0000-6543-000000	$47.11	51-0012358871-5STREET LIGHT	900483730	N
	2024-11-07	03-350-000-0000-6543-000000	$10.45	51-0013151229-0STREET LIGHT	900838839	N
	2024-11-07	03-350-000-0000-6543-000000	$30.46	51-0011082851-5STREET LIGHT	900886486	N
	2024-11-07	03-350-000-0000-6543-000000	$110.37	51-0011812090-3STREET LIGHT	901207881	N
	2024-11-07	03-350-000-0000-6543-000000	$27.61	51-0011706481-1STREET LIGHT	901293700	N
12003	**4433**	**XCEL ENERGY**	**$240.48**			
12004	58254	ST CLOUD STAMP & SIGN INC				
	2024-11-07	01-091-000-0000-6410-000000	$65.59	Notary Stamp-BS	OE-16348	N
12004	**58254**	**ST CLOUD STAMP & SIGN INC**	**$65.59**			
12005	200951	UNIVERSITY OF WASHINGTON				
	2024-11-07	11-450-474-0010-6338-000000	$640.00	Parent-Child Relationship Programs - training curriculum we utilize in our family home visiting program. We had rollover funds that MDH has approved to be used for this training for staff	CI-00167196	N
	2024-11-07	11-450-474-0010-6338-000000	$3,200.00	Parent-Child Relationship Programs - training curriculum we utilize in our family home visiting program. We had rollover funds that MDH has approved to be used for this training for staff	CI-00167196	N
	2024-11-07	11-450-474-0010-6338-000000	$18.35	UPS Ground shipping	CI-00167196	N
12005	**200951**	**UNIVERSITY OF WASHINGTON**	**$3,858.35**			
12007		JOHN METRESS				
	2024-11-08	01-025-000-0000-5501-000000	$25.00	REFUND OVERPAYMENT 86CR242702	20241107-1	
12007		**JOHN METRESS**	**$25.00**			
12008		CHRISTOPHER SHARP				
	2024-11-08	01-025-000-0000-5501-000000	$155.00	REFUND OVERPAYMENT 86CR241053	20241107-2	
12008		**CHRISTOPHER SHARP**	**$155.00**			
12009	1622	ALLINA HOSPITALS & CLINIC				
	2024-11-08	01-201-000-0000-6338-000000	$3,664.50	4th Quarter 2024 - Education and Medical Direction	CI00058714	Y
12009	**1622**	**ALLINA HOSPITALS & CLINIC**	**$3,664.50**			
12010	3873	WEST ADULT BASIC EDUCATION				
	2024-11-08	02-230-000-0000-6261-000000	$2,500.00	Adult Basic Education Services	20241107	N
12010	**3873**	**WEST ADULT BASIC EDUCATION**	**$2,500.00**			
12011	4505	TACTICAL SOLUTIONS				
	2024-11-08	01-201-000-0000-6301-000000	$3,800.00	Certification of Radar Unit(s) and Tuning Forks	10490	N
	2024-11-08	01-201-000-0000-6301-000000	$510.00	Certification of Laser Units(s)	10490	N
12011	**4505**	**TACTICAL SOLUTIONS**	**$4,310.00**			
12012	6044	ALLISON JOY WASILK				
	2024-11-08	01-091-000-0000-6261-000000	$34.00	Transcript 86-CR-23-3340 TH	20241107	Y
12012	**6044**	**ALLISON JOY WASILK**	**$34.00**			
12013	6066	LOFFLER COMPANIES INC				
	2024-11-08	11-450-473-0010-6232-000000	$37.30	Contract NC16853-01 Overage Charges 10/01/2024-10/31/2024.	4852264	N
	2024-11-08	11-450-491-7030-6232-000000	$0.08	Contract NC16853-01 Overage Charges 10/01/2024-10/31/2024.	4852264	N
	2024-11-08	11-450-472-0010-6232-000000	$0.11	Contract NC16853-01 Overage Charges 10/01/2024-10/31/2024.	4852264	N
	2024-11-08	11-420-640-0010-6232-000000	$21.43	Contract NC16853-01 Overage Charges 10/01/2024-10/31/2024.	4852264	N
	2024-11-08	11-450-430-0010-6232-000000	$205.09	Contract NC16853-01 Overage Charges 10/01/2024-10/31/2024.	4852264	N
	2024-11-08	11-430-700-0020-6232-000000	$88.71	ADM POSTAGE	4852264	N
	2024-11-08	11-450-430-0020-6232-000000	$29.15	ADM POSTAGE	4852264	N
	2024-11-08	11-420-600-0020-6232-000000	$40.56	ADM POSTAGE	4852264	N
	2024-11-08	11-430-700-0010-6232-000000	$197.95	Contract NC16853-01 Overage Charges 10/01/2024-10/31/2024.	4852264	N
	2024-11-08	11-420-600-0010-6232-000000	$115.62	Contract NC16853-01 Overage Charges 10/01/2024-10/31/2024.	4852264	N
	2024-11-08	01-100-000-0000-6343-000000	$6.41	Contract NC16853-01 Overage Charges 10/01/2024-10/31/2024.	4852264	N
12013	**6066**	**LOFFLER COMPANIES INC**	**$742.41**			
12014	6934	RELIANCE TELEPHONE SYSTEMS INC				
	2024-11-08	02-230-000-0000-6203-000000	$94.50	Booking Phone	13175	N
12014	**6934**	**RELIANCE TELEPHONE SYSTEMS INC**	**$94.50**			
12015	22712	4IMPRINT, INC				
	2024-11-08	11-450-475-0010-6411-000000	$428.29	MEADA Swag	13145844	N
	2024-11-08	11-450-475-0010-6411-000000	$670.08	MEADA Swag - Push Pop Fidget Wrist Strap Keychaing	13145844	N
	2024-11-08	11-450-475-0010-6411-000000	$373.14	MEADA Swag - Value Lip Balm	13145844	N
	2024-11-08	11-450-475-0010-6411-000000	$355.91	MEADA Swag - Lil' Shorty Aluminum Sport Bottle	13145844	N
12015	**22712**	**4IMPRINT, INC**	**$1,827.42**			
12016	200087	AAA COURIER EXPRESS, LLC				
	2024-11-08	01-250-000-0000-6458-000000	$558.80	Jail Medical Courier	20241106	N
12016	**200087**	**AAA COURIER EXPRESS, LLC**	**$558.80**			
12017	200788	REPUBLIC SERVICES 894				
	2024-11-08	01-201-000-0000-6261-000000	$218.51	3-0894-3470371 Shredding	0894-006889523	N
12017	**200788**	**REPUBLIC SERVICES 894**	**$218.51**			
12018	200840	STRUCTURAL SPECIALTIES INC				
	2024-11-08	03-325-000-0000-6650-000000	$491,000.18	SP 086-602-012 - CSAH 2 Federal Bridge	CONT 2404 PAYMENT 3	N
12018	**200840**	**STRUCTURAL SPECIALTIES INC**	**$491,000.18**			
12020	200961	MCKENZIE DECASAS				
	2024-11-08	11-450-483-0010-6411-000000	$75.00	Alcohol Compliance Checks	20241105	Y
12020	**200961**	**MCKENZIE DECASAS**	**$75.00**			
12021	200963	FLAGSTAR BANK NATIONAL ASSOCIATION				
	2024-11-08	11-420-621-4408-6020-000000	$1,443.07	September house payment	20241029	N
	2024-11-08	11-420-621-4408-6020-000000	$1,443.07	October house payment	20241029	N
	2024-11-08	11-420-621-4408-6020-000000	$1,443.07	November house payment	20241029	N
	2024-11-08	11-420-621-4408-6020-000000	$147.72	Fees Case# 1979003 2 adults 3 children COA 11-420-621-4408-6020-000000 Client: Heidi and Cody Boos	20241029	N

12021	**200963**	**FLAGSTAR BANK NATIONAL ASSOCIATION**	**$4,476.93**			
264008	200033	WCHHS				
	2024-10-29	87-731-000-0000-6884-000000	$1,357.00	SEPT OHP-DB	SW 2024-10-29	N
	2024-10-29	87-732-000-0000-6884-000000	$1,357.00	SEPT OHP-DB	SW 2024-10-29	N
	2024-10-29	87-738-000-0000-6884-000000	$943.00	SEPT OHP-AJ	SW 2024-10-29	N
	2024-10-29	87-754-000-0000-6884-000000	$776.00	SEPT OHP-MD	SW 2024-10-29	N
264008	**200033**	**WCHHS**	**$4,433.00**			
8001784		Jacqueline ROSE O'Dowd				
	2024-11-04	01-000-000-0000-6801-000000	($702.25)	Corporate card transaction reversal.	EX000051666242	
	2024-11-04	01-201-268-0000-6411-000000	$702.25	24 rolls of barcode labels24 rolls of printer ribbon for barcodes	EX000051666242	
8001784		**Jacqueline ROSE O'Dowd**	**$0.00**			
8001785		Anthony Paul Rasmuson				
	2024-11-04	01-000-000-0000-6801-000000	($5.86)	Corporate card transaction reversal.	EX000051781910	
	2024-11-04	01-105-027-0000-6411-000000	$5.86	Batteries	EX000051781910	
8001785		**Anthony Paul Rasmuson**	**$0.00**			
8001786		Thomas Lee Fedor				
	2024-11-04	01-000-000-0000-6801-000000	($391.07)	Corporate card transaction reversal.	EX000050792158	
	2024-11-04	01-521-523-0000-6411-000000	$6.43	Lubrication - For buildings, gates etc. Invoice# 3679946	EX000050792158	
	2024-11-04	01-521-021-0000-6301-000000	$159.09	Gate - Error on Scan - 799 - 334 CSAH 39 entrance - Auth. Code 096210	EX000050792158	
	2024-11-04	01-521-021-0000-6301-000000	$225.55	Concrete for Gate Foundation- Alama N. Gate 784 - 334	EX000050792158	
8001786		**Thomas Lee Fedor**	**$0.00**			
8001787		Chad Dayton Hausmann				
	2024-11-04	01-000-000-0000-6801-000000	($771.91)	Corporate card transaction reversal.	EX000051390341	
	2024-11-04	03-310-000-0000-6338-000000	$9.07	Breakfast	EX000051390341	
	2024-11-04	03-310-000-0000-6338-000000	$17.77	Lunch	EX000051390341	
	2024-11-04	03-310-000-0000-6338-000000	$647.00	Hotel	EX000051390341	
	2024-11-04	03-310-000-0000-6338-000000	$8.07	Breakfast	EX000051390341	
	2024-11-04	03-310-000-0000-6338-000000	$90.00	Parking	EX000051390341	
8001787		**Chad Dayton Hausmann**	**$0.00**			
8001788		Michael Joseph Loomis				
	2024-11-04	01-000-000-0000-6801-000000	($546.00)	Corporate card transaction reversal.	EX000051382865	
	2024-11-04	01-201-262-0000-6261-000000	$546.00	K9 boarding while on vacation	EX000051382865	
8001788		**Michael Joseph Loomis**	**$0.00**			
8001789		Brian DOUGLAS Jans				
	2024-11-04	01-000-000-0000-6801-000000	($120.00)	Corporate card transaction reversal.	EX000051404613	
	2024-11-04	03-340-000-0000-6338-000000	$120.00	Send 4 Employees to Fall Maint. Expo	EX000051404613	
8001789		**Brian DOUGLAS Jans**	**$0.00**			
8001790		Kristen MARIE Hoyne				
	2024-11-04	01-000-000-0000-6801-000000	($15.46)	Corporate card transaction reversal.	EX000052139682	
	2024-11-04	01-201-000-0000-6801-000000	$15.46	Bertram Boo tacular	EX000052139682	
	2024-11-04	01-000-000-0000-6801-000000	($129.09)	Corporate card transaction reversal.	EX000052172268	
	2024-11-04	01-201-000-0000-6801-000000	$129.09	Trunk or Treat	EX000052172268	
8001790		**Kristen MARIE Hoyne**	**$0.00**			
8001791		Ashlee Marie Weiers				
	2024-11-04	01-000-000-0000-6801-000000	($3,313.65)	Corporate card transaction reversal.	EX000051242759	
	2024-11-04	01-201-000-0000-6411-000000	$39.95	iPhone wallet card holders	EX000051242759	
	2024-11-04	01-201-000-0000-6411-000000	$41.20	USB to USBC Adapters	EX000051242759	
	2024-11-04	01-201-000-0000-6410-000000	$675.94	Lysol, Kleenex and Hand Sanitizer.	EX000051242759	
	2024-11-04	01-201-000-0000-6480-000000	$591.00	TV Mounts - New conference room.	EX000051242759	
	2024-11-04	01-201-000-0000-6480-000000	$375.44	Supplies for new conference room. Tape Strips, Wall Plate, HDMI, HDMI Extenders	EX000051242759	
	2024-11-04	01-201-000-0000-6480-000000	$11.36	Fortex Push Button for Airboat	EX000051242759	
	2024-11-04	01-201-000-0000-6480-000000	$18.46	Solenoid Relay for Airboat	EX000051242759	
	2024-11-04	01-201-000-0000-6480-000000	$553.01	Key lock box for squad car keys	EX000051242759	
	2024-11-04	01-201-000-0000-6410-000000	$37.52	Label Machine Tape	EX000051242759	
	2024-11-04	02-226-000-0000-6480-000000	$55.12	Batteries for Dispatch	EX000051242759	
	2024-11-04	01-201-000-0000-6411-000000	$22.72	iPhone 16 Screen Protectors	EX000051242759	
	2024-11-04	01-201-000-0000-6411-000000	$359.60	iPhone 16 Phone Cases	EX000051242759	
	2024-11-04	01-250-000-0000-6410-000000	$3.94	Blue Duct Tape for Jail Booking	EX000051242759	
	2024-11-04	01-201-000-0000-6411-000000	$49.99	iPhone 16 Pro Case	EX000051242759	
	2024-11-04	01-201-000-0000-6411-000000	$345.55	16gb & 256gb USB's for Forensics	EX000051242759	
	2024-11-04	01-201-000-0000-6411-000000	$119.90	128gb USB's for Forensics	EX000051242759	
	2024-11-04	01-201-000-0000-6480-000000	$12.95	Display Ports to HDMI	EX000051242759	
8001791		**Ashlee Marie Weiers**	**$0.00**			
8001792		Kent Thomas Lipelt				
	2024-11-04	01-000-000-0000-6801-000000	($538.48)	Corporate card transaction reversal.	EX000051782193	
	2024-11-04	01-250-000-0000-6801-000000	$538.48	Master control monitoring system hardware	EX000051782193	
8001792		**Kent Thomas Lipelt**	**$0.00**			
8001793		Chad Michael Hadley				
	2024-11-04	01-000-000-0000-6801-000000	($39.65)	Corporate card transaction reversal.	EX000050792159	
	2024-11-04	01-521-523-0000-6301-000000	$39.65	Plumbing - 788 - 360 Campground Spigots - Auth. Code 053942	EX000050792159	
8001793		**Chad Michael Hadley**	**$0.00**			
8001794		Robert Brian DuBois				
	2024-11-04	01-000-000-0000-6801-000000	($500.00)	Corporate card transaction reversal.	EX000051762016	

	2024-11-04	01-250-000-0000-6338-000000	$500.00	Use of Force instructor course through the MSA, 2 officers	EX000051762016	
8001794		**Robert Brian DuBois**	**$0.00**			
8001795		Russell Daniel Gerads				
	2024-11-04	01-000-000-0000-6801-000000	($202.46)	Corporate card transaction reversal.	EX000051249741	
	2024-11-04	01-100-000-0000-6912-000000	$202.46	Safety Equipment - High Visibility PPE	EX000051249741	
	2024-11-04	01-000-000-0000-6801-000000	($120.07)	Corporate card transaction reversal.	EX000051249749	
	2024-11-04	01-100-000-0000-6912-000000	$120.07	Safety Equipment - High Visibliity PPE	EX000051249749	
	2024-11-04	01-000-000-0000-6801-000000	($82.80)	Corporate card transaction reversal.	EX000051666502	
	2024-11-04	01-100-000-0000-6912-000000	$82.80	PPE-Cut Resistant Gloves	EX000051666502	
8001795		**Russell Daniel Gerads**	**$0.00**			
8001796		Tarah Jo Huston				
	2024-11-05	01-000-000-0000-6801-000000	($384.35)	Corporate card transaction reversal.	EX000049903305	
	2024-11-05	01-603-021-0000-6410-000000	$68.40	Laminator, tape, door stops, order #113-3484611-8596232, rcvd 10/8/24	EX000049903305	
	2024-11-05	01-603-021-0000-6411-000000	$76.30	Shelving System	EX000049903305	
	2024-11-05	01-603-021-0000-6205-000000	$19.99	stamps.com subscription	EX000049903305	
	2024-11-05	01-603-021-0000-6205-000000	$200.00	Postage	EX000049903305	
	2024-11-05	01-603-021-0000-6410-000000	$19.66	Paper goods, trans# 584297653668867, rcvd 10/23/24	EX000049903305	
8001796		**Tarah Jo Huston**	**$0.00**			
8001797		Jeremy John Wirkkula				
	2024-11-05	01-000-000-0000-6801-000000	($204.97)	Corporate card transaction reversal.	EX000052541748	
	2024-11-05	01-201-265-0000-6301-000000	$204.97	Replacement touch mouse pads for mobile computers	EX000052541748	
8001797		**Jeremy John Wirkkula**	**$0.00**			
8001798		Jessica Lynn Miller				
	2024-11-05	01-000-000-0000-6801-000000	($13,066.45)	Corporate card transaction reversal.	EX000049586121	
	2024-11-05	01-025-000-0000-6411-000000	$16.95	Pens	EX000049586121	
	2024-11-05	01-025-000-0000-6411-000000	$39.34	folders/binders	EX000049586121	
	2024-11-05	02-025-000-0000-6261-000000	$49.64	Reimbursed by ATI Alternative to Incarceration Funds - the charge to the credit card is different from the receipt by 11 cents. I have attached the original receipt/invoice and a declaration of expenses	EX000049586121	
	2024-11-05	01-025-000-0000-6411-000000	$36.48	business cards	EX000049586121	
	2024-11-05	02-025-000-0000-6261-000000	$2,781.68	Reimbursed by ATI Alternatives to Incarceration	EX000049586121	
	2024-11-05	01-025-000-0000-6411-000000	$44.98	printer paper	EX000049586121	
	2024-11-05	01-025-000-0000-6411-000000	$17.77	labels and envelope sealer	EX000049586121	
	2024-11-05	02-025-000-0000-6261-000000	$225.00	Fuel card for client reimbursed by ATI Alternative to Incarceration funds	EX000049586121	
	2024-11-05	01-025-000-0000-6365-000000	$263.50	The Turn Rent - reimbursed by federal grant	EX000049586121	
	2024-11-05	01-025-000-0000-6411-000000	$77.36	tabs, dividers, binders, folders, motivational cards	EX000049586121	
	2024-11-05	01-025-000-0000-6411-000000	$7.85	White board erasers	EX000049586121	
	2024-11-05	01-025-000-0000-6411-000000	$56.71	folders and medical gloves	EX000049586121	
	2024-11-05	02-025-000-0000-6261-000000	$612.54	Reimbursed by ATI Alternative to Incarceration	EX000049586121	
	2024-11-05	01-025-000-0000-6263-000000	$87.27	UA Collector Pans	EX000049586121	
	2024-11-05	01-025-000-0000-6261-000000	$55.82	Posters for Moving On Program	EX000049586121	
	2024-11-05	01-025-000-0000-6261-000000	$57.96	Posters for Moving On Program	EX000049586121	
	2024-11-05	01-025-000-0000-6261-000000	$55.82	Posters for Moving On Program	EX000049586121	
	2024-11-05	02-023-000-0000-6261-000000	$24.95	Reimbursed by Ahlers funds	EX000049586121	
	2024-11-05	01-025-000-0000-6261-000000	$6,175.00	Carey Guides tools used for Supervision	EX000049586121	
	2024-11-05	02-025-000-0000-6261-000000	$277.17	Reimbursed by ATI funding - Alternatives to Incarceration	EX000049586121	
	2024-11-05	01-025-000-0000-6365-000000	$1,235.88	E Carlson Rent The Turn - reimbursed by Federal Grant	EX000049586121	
	2024-11-05	01-025-000-0000-6411-000000	$111.65	Supplies for Moving On Program	EX000049586121	
	2024-11-05	01-025-000-0000-6365-000000	$660.00	All Rise NADCP Membership Fees reimbursed by Federal Grant	EX000049586121	
	2024-11-05	01-025-000-0000-6411-000000	$36.48	Business Cards	EX000049586121	
	2024-11-05	01-025-000-0000-6411-000000	$39.95	Notary Stamp	EX000049586121	
	2024-11-05	01-025-000-0000-6411-000000	$18.70	Pens	EX000049586121	
8001798		**Jessica Lynn Miller**	**$0.00**			
8001799		Amanda Marie Johnson				
	2024-11-05	01-000-000-0000-6801-000000	($395.70)	Corporate card transaction reversal.	EX000051255980	
	2024-11-05	01-091-093-0000-6410-000000	$64.65	Post It Notes, Photo Paper	EX000051255980	
	2024-11-05	01-091-093-0000-6410-000000	$26.57	Legal Pads, Mini Post Its	EX000051255980	
	2024-11-05	01-091-093-0000-6410-000000	$53.50	Forks, Spoons, Knives	EX000051255980	
	2024-11-05	01-091-093-0000-6410-000000	$188.71	Postage Machine Ink Cartridge	EX000051255980	
	2024-11-05	01-091-093-0000-6410-000000	$62.27	Planner, sheet protectors, charging adapter	EX000051255980	
8001799		**Amanda Marie Johnson**	**$0.00**			
8001800		John Michale Pregler				
	2024-11-05	01-000-000-0000-6801-000000	($2,257.66)	Corporate card transaction reversal.	EX000048912590	
	2024-11-05	01-111-012-0000-6301-000000	$218.34	water stop foam for ground vault	EX000048912590	
	2024-11-05	01-111-012-0000-6301-000000	$731.44	Repair sally port door	EX000048912590	
	2024-11-05	01-111-012-0000-6301-000000	$67.77	replace broken switch in JC 2 floor JC bathroom	EX000048912590	
	2024-11-05	01-111-012-0000-6301-000000	$35.00	GC permit final inspection PZ added circuit cost	EX000048912590	
	2024-11-05	01-111-012-0000-6301-000000	$98.38	PW boiler project.	EX000048912590	
	2024-11-05	01-111-012-0000-6301-000000	$36.00	Permit for PW	EX000048912590	
	2024-11-05	34-150-012-0000-6411-000000	($1,051.73)	Card reader cable new conference rm	EX000048912590	
	2024-11-05	34-150-012-0000-6411-000000	$1,051.73	Card reader cable new conference rm	EX000048912590	
	2024-11-05	01-111-000-0000-6411-000000	$1,051.73	Card reader cable new conference rm	EX000048912590	
	2024-11-05	01-111-012-0000-6245-000000	$19.00	Jims licenses fee	EX000048912590	
	2024-11-05	01-000-000-0000-6801-000000	($1,636.22)	Corporate card transaction reversal.	EX000050939390	
	2024-11-05	01-111-012-0000-6301-000000	$63.08	PW Dust repair dust collector	EX000050939390	

	2024-11-05	01-111-012-0000-6301-000000	$755.29	New Pressure washer PW site	EX000050939390	
	2024-11-05	01-111-012-0000-6301-000000	$37.65	PW Pressure washer	EX000050939390	
	2024-11-05	01-111-012-0000-6301-000000	$177.95	PW Pressure Washer	EX000050939390	
	2024-11-05	01-111-012-0000-6301-000000	$182.90	Osteo Hwy shop Hot Pot Receptacle	EX000050939390	
	2024-11-05	01-111-012-0000-6301-000000	$419.35	Historical site exit light battery replacement.	EX000050939390	
8001800		**John Michale Pregler**	**$0.00**			
8001801		Patricia Jean Larson				
	2024-11-05	01-000-000-0000-6801-000000	($250.00)	Corporate card transaction reversal.	EX000052275550	
	2024-11-05	11-450-430-0010-6338-000000	$125.00	Infectious disease training	EX000052275550	
	2024-11-05	11-450-430-0010-6338-000000	$125.00	Infectious disease training	EX000052275550	
8001801		**Patricia Jean Larson**	**$0.00**			
8001802		Kevin Charles Worcester				
	2024-11-05	01-000-000-0000-6801-000000	($360.85)	Corporate card transaction reversal.	EX000051761952	
	2024-11-05	01-111-010-0000-6301-000000	$142.20	Ticket Holders - RPZ Testing	EX000051761952	
	2024-11-05	01-111-010-0000-6301-000000	$53.23	"D" Batteries & 12 Volt Battery	EX000051761952	
	2024-11-05	01-111-010-0000-6301-000000	$23.52	Painting & Plumbing Supplies	EX000051761952	
	2024-11-05	01-111-010-0000-6411-000000	$47.25	Spray Adhesive	EX000051761952	
	2024-11-05	01-111-010-0000-6301-000000	$46.71	Brass Fittings - RPZ	EX000051761952	
	2024-11-05	01-111-010-0000-6301-000000	$9.42	Wiper Blade - Tractor	EX000051761952	
	2024-11-05	01-111-010-0000-6301-000000	$38.52	Nuts and bolts for JD scraper bars.	EX000051761952	
8001802		**Kevin Charles Worcester**	**$0.00**			
8001803		Brian DOUGLAS Jans				
	2024-11-05	01-000-000-0000-6801-000000	($197.60)	Corporate card transaction reversal.	EX000051782853	
	2024-11-05	03-340-000-0000-6575-000000	$197.60	Detail Squad # 951 after rotten milk left in car	EX000051782853	
8001803		**Brian DOUGLAS Jans**	**$0.00**			
8001804		Lisa Marie Spencer				
	2024-11-05	01-000-000-0000-6801-000000	($1,225.80)	Corporate card transaction reversal.	EX000052295014	
	2024-11-05	11-450-440-0010-6359-000000	$25.80	MNDHS Credit Card Fee	EX000052295014	
	2024-11-05	11-450-440-0010-6411-000000	$1,200.00	Water Testing Accreditation to MNDHS	EX000052295014	
8001804		**Lisa Marie Spencer**	**$0.00**			
8001805		Kristen MARIE Hoyne				
	2024-11-05	01-000-000-0000-6801-000000	($45.99)	Corporate card transaction reversal.	EX000052549054	
	2024-11-05	01-201-000-0000-6801-000000	$45.99	Citizen's Academy Graduation	EX000052549054	
	2024-11-05	01-000-000-0000-6801-000000	($645.43)	Corporate card transaction reversal.	EX000052549062	
	2024-11-05	01-201-000-0000-6801-000000	$645.43	County Trunk or Treat Events	EX000052549062	
8001805		**Kristen MARIE Hoyne**	**$0.00**			
8001806		Ross Eliot Demant				
	2024-11-05	01-000-000-0000-6801-000000	($164.19)	Corporate card transaction reversal.	EX000052295364	
	2024-11-05	01-521-021-0000-6411-000000	$18.26	Office Supplies	EX000052295364	
	2024-11-05	01-521-021-0000-6450-000000	$36.99	Supplies for Boo Tacular	EX000052295364	
	2024-11-05	01-521-021-0000-6411-000000	$108.94	Camera Stand and Speaker	EX000052295364	
8001806		**Ross Eliot Demant**	**$0.00**			
8001807		Emily Estelle Anderson				
	2024-11-05	01-000-000-0000-6801-000000	($53.35)	Corporate card transaction reversal.	EX000052288899	
	2024-11-05	11-430-710-1660-6030-000000	$53.35	Food for a Family Network meeting.	EX000052288899	
8001807		**Emily Estelle Anderson**	**$0.00**			
8001808		Trinity Nicole Nathe				
	2024-11-05	01-000-000-0000-6801-000000	($8.99)	Corporate card transaction reversal.	EX000051762485	
	2024-11-05	01-101-044-0000-6410-000000	$8.99	Staples	EX000051762485	
8001808		**Trinity Nicole Nathe**	**$0.00**			
8001809		Julie Ross Bemboom				
	2024-11-05	01-000-000-0000-6801-000000	($614.00)	Corporate card transaction reversal.	EX000051091982	
	2024-11-05	11-430-710-1586-6030-000000	$614.00	client payment to support in closing and reunification. VR	EX000051091982	
8001809		**Julie Ross Bemboom**	**$0.00**			
8001810		Christine Lee Kraklau-Treichler				
	2024-11-05	01-000-000-0000-6801-000000	($998.20)	Corporate card transaction reversal.	EX000052172735	
	2024-11-05	11-480-000-0000-6030-000000	$998.20	Special needs payment-Xcel bill for client PK	EX000052172735	
8001810		**Christine Lee Kraklau-Treichler**	**$0.00**			
8001811		Russell Daniel Gerads				
	2024-11-05	01-000-000-0000-6801-000000	($720.00)	Corporate card transaction reversal.	EX000052337887	
	2024-11-05	01-100-000-0000-6912-000000	$720.00	Public Health CPR Training as required by Wright County	EX000052337887	
8001811		**Russell Daniel Gerads**	**$0.00**			
8001812		Merissa Maude Johnson				
	2024-11-08	01-000-000-0000-6801-000000	($452.14)	Corporate card transaction reversal.	EX000052109979	
	2024-11-08	01-521-523-0000-6301-000000	$208.21	Paint & cleaning supplies for campground	EX000052109979	
	2024-11-08	01-521-523-0000-6301-000000	$62.39	Cleaning supplies for campground buildings	EX000052109979	
	2024-11-08	01-521-523-0000-6301-000000	($1.49)	Returned wrong stain for right stain for picnic tables	EX000052109979	
	2024-11-08	01-521-523-0000-6301-000000	$35.96	Stain for Picnic Tables	EX000052109979	
	2024-11-08	01-521-021-0000-6450-000000	$120.22	Candy for 2024 Bertram Boo-Tacular	EX000052109979	
	2024-11-08	01-521-021-0000-6450-000000	$26.85	Candy for 2024 Bertram Boo-Tacular	EX000052109979	
8001812		**Merissa Maude Johnson**	**$0.00**			
8001813		Anthony Paul Rasmuson				
	2024-11-08	01-000-000-0000-6801-000000	($582.13)	Corporate card transaction reversal.	EX000052322357	

	2024-11-08	01-105-027-0000-6411-000000	$46.64	batteries	EX000052322357	
	2024-11-08	01-105-027-0000-6411-000000	$116.90	Copy paper, organizer, pens	EX000052322357	
	2024-11-08	01-105-027-0000-6411-000000	$21.07	Binder clips; order# 389530972-001	EX000052322357	
	2024-11-08	01-105-027-0000-6411-000000	$137.50	Disto Purchase, later refunded.	EX000052322357	
	2024-11-08	01-105-027-0000-6480-000000	$254.43	Electronic signature pad	EX000052322357	
	2024-11-08	01-105-027-0000-6411-000000	$67.06	Mechanical Pencils	EX000052322357	
	2024-11-08	01-105-027-0000-6411-000000	$69.87	Pens, screenfilter	EX000052322357	
	2024-11-08	01-105-027-0000-6411-000000	$6.16	batteries	EX000052322357	
	2024-11-08	01-105-027-0000-6411-000000	($137.50)	Disto Order refund	EX000052322357	
8001813		**Anthony Paul Rasmuson**	**$0.00**			
8001814		Peter Judson Kile				
	2024-11-08	01-000-000-0000-6801-000000	($2,737.94)	Corporate card transaction reversal.	EX000050073082	
	2024-11-08	01-111-012-0000-6301-000000	$82.98	Pest control products	EX000050073082	
	2024-11-08	01-111-012-0000-6480-000000	$109.00	Laser tool purchase	EX000050073082	
	2024-11-08	01-111-012-0000-6301-000000	$879.99	AHU replacement motor	EX000050073082	
	2024-11-08	01-111-012-0000-6301-000000	$1,002.50	Gas pressure increase for the PW building	EX000050073082	
	2024-11-08	01-111-012-0000-6301-000000	$106.12	Gas pressure increase for the PW building	EX000050073082	
	2024-11-08	01-111-012-0000-6301-000000	$179.00	Mini fridge	EX000050073082	
	2024-11-08	01-111-012-0000-6245-000000	$80.00	License renewal	EX000050073082	
	2024-11-08	01-111-012-0000-6301-000000	$45.40	Projects office addition parts	EX000050073082	
	2024-11-08	01-111-012-0000-6301-000000	$78.80	Projects office addition parts	EX000050073082	
	2024-11-08	01-111-012-0000-6301-000000	$90.17	Shower drain pieces	EX000050073082	
	2024-11-08	01-111-012-0000-6301-000000	$83.98	Projects office addition parts	EX000050073082	
8001814		**Peter Judson Kile**	**$0.00**			
8001815		Greg Thomas Kryzer				
	2024-11-08	01-000-000-0000-6801-000000	($2,777.89)	Corporate card transaction reversal.	EX000052660018	
	2024-11-08	01-031-031-0000-6333-000000	$21.75	TC Trip- Uber	EX000052660018	
	2024-11-08	01-031-031-0000-6333-000000	$23.66	TC Trip- Uber	EX000052660018	
	2024-11-08	01-031-031-0000-6333-000000	$35.99	TC Trip- Uber	EX000052660018	
	2024-11-08	01-031-031-0000-6338-000000	$5.23	DC Trip- Airport Breakfast 9/17	EX000052660018	
	2024-11-08	01-031-031-0000-6338-000000	$8.93	DC Trip- Airport Breakfast 9/17	EX000052660018	
	2024-11-08	01-031-031-0000-6333-000000	$24.92	DC Trip- Lyft	EX000052660018	
	2024-11-08	01-031-031-0000-6338-000000	$6.27	DC Trip- Breakfast 9/18	EX000052660018	
	2024-11-08	01-031-031-0000-6333-000000	$14.76	TC Trip- Uber	EX000052660018	
	2024-11-08	01-031-031-0000-6333-000000	$20.80	TC Trip- Uber	EX000052660018	
	2024-11-08	01-031-031-0000-6333-000000	$13.91	TC Trip- Uber	EX000052660018	
	2024-11-08	01-031-031-0000-6333-000000	$35.00	DC Trip- Delta Baggage Fee	EX000052660018	
	2024-11-08	01-031-031-0000-6338-000000	$7.15	DC Trip- Breakfast 9/19	EX000052660018	
	2024-11-08	01-031-031-0000-6338-000000	$15.95	DC Trip- Lunch 9/19	EX000052660018	
	2024-11-08	01-005-000-0004-6338-000000	$970.50	DC Trip- Schoen Hotel	EX000052660018	
	2024-11-08	01-031-031-0000-6338-000000	$647.00	DC Trip- Kryzer Hotel	EX000052660018	
	2024-11-08	01-005-000-0003-6338-000000	$647.00	DC Trip- Holland Hotel	EX000052660018	
	2024-11-08	01-031-031-0000-6338-000000	$8.07	DC Trip- Lunch 9/19	EX000052660018	
	2024-11-08	01-031-031-0000-6333-000000	$31.86	TC Trip- Uber	EX000052660018	
	2024-11-08	01-031-031-0000-6333-000000	$32.08	TC Trip- Uber	EX000052660018	
	2024-11-08	01-031-031-0000-6333-000000	$25.70	DC Trip- Uber	EX000052660018	
	2024-11-08	01-031-031-0000-6333-000000	$14.71	DC Trip- Uber	EX000052660018	
	2024-11-08	01-031-031-0000-6333-000000	$10.96	DC Trip- Uber	EX000052660018	
	2024-11-08	01-031-031-0000-6338-000000	$18.23	DC Trip- Lunch 9/17	EX000052660018	
	2024-11-08	01-031-031-0000-6333-000000	$26.96	DC Trip- Lyft	EX000052660018	
	2024-11-08	01-005-000-0004-6338-000000	$27.63	DC Trip- Dinner 9/17 Split between Greg, Nadine, Jeanne, Chad	EX000052660018	
	2024-11-08	01-005-000-0003-6338-000000	$27.63	DC Trip- Dinner 9/17 Split between Greg, Nadine, Jeanne, Chad	EX000052660018	
	2024-11-08	01-031-031-0000-6338-000000	$27.63	DC Trip- Dinner 9/17 Split between Greg, Nadine, Jeanne, Chad	EX000052660018	
	2024-11-08	03-310-000-0000-6338-000000	$27.61	DC Trip- Dinner 9/17 Split between Greg, Nadine, Jeanne, Chad	EX000052660018	
8001815		**Greg Thomas Kryzer**	**$0.00**			
8001816		Joshua Tyson Hinton				
	2024-11-08	01-000-000-0000-6801-000000	($1,505.25)	Corporate card transaction reversal.	EX000052616936	
	2024-11-08	01-201-000-0000-6411-000000	$1,505.25	Dynamic movable target for range	EX000052616936	
	2024-11-08	01-000-000-0000-6801-000000	($1,095.00)	Corporate card transaction reversal.	EX000052616945	
	2024-11-08	01-201-000-0000-6338-000000	$1,095.00	bosshart traffic crash reconstruction training	EX000052616945	
	2024-11-08	01-000-000-0000-6801-000000	($120.95)	Corporate card transaction reversal.	EX000052660570	
	2024-11-08	01-201-000-0000-6411-000000	$120.95	D-lead soap for training center ,and platforms for Dynamic shooting system	EX000052660570	
8001816		**Joshua Tyson Hinton**	**$0.00**			
8001817		John Michale Pregler				
	2024-11-08	01-000-000-0000-6801-000000	($1,990.78)	Corporate card transaction reversal.	EX000050939384	
	2024-11-08	34-150-000-8480-6602-000000	$6.40	LEC Conference room	EX000050939384	
	2024-11-08	34-150-000-8480-6602-000000	$669.79	LEC Conference RM	EX000050939384	
	2024-11-08	34-150-000-8480-6602-000000	$4.47	LEC Conference RM	EX000050939384	
	2024-11-08	34-150-000-8480-6602-000000	$36.52	LEC Conference Rm	EX000050939384	
	2024-11-08	34-150-000-8480-6602-000000	$314.64	New LEC Conference Rm	EX000050939384	
	2024-11-08	34-150-000-8480-6602-000000	$314.94	LEC Conference RM	EX000050939384	
	2024-11-08	34-150-000-8480-6602-000000	$54.88	LEC Conference room	EX000050939384	
	2024-11-08	34-150-000-8480-6602-000000	$164.64	Lec Conference room	EX000050939384	

	2024-11-08	34-150-000-8480-6602-000000	$424.50	LEC Conference room	EX000050939384	
	2024-11-08	01-000-000-0000-6801-000000	($102.35)	Corporate card transaction reversal.	EX000051249856	
	2024-11-08	01-521-523-0000-6301-000000	$102.35	Electrical Ground Box for Bertram Park	EX000051249856	
8001817		**John Michale Pregler**	**$0.00**			
8001818		Aaron James Tavares				
	2024-11-08	01-000-000-0000-6801-000000	($50.00)	Corporate card transaction reversal.	EX000051762622	
	2024-11-08	01-201-271-0000-6801-000000	$50.00	K9 Nox USPCA Membership Fee	EX000051762622	
	2024-11-08	01-000-000-0000-6801-000000	($75.00)	Corporate card transaction reversal.	EX000051762627	
	2024-11-08	01-201-271-0000-6801-000000	$75.00	K9 Nox Narcotics Certification Fee	EX000051762627	
8001818		**Aaron James Tavares**	**$0.00**			
8001819		Kristen MARIE Hoyne				
	2024-11-08	01-000-000-0000-6801-000000	($65.99)	Corporate card transaction reversal.	EX000052549509	
	2024-11-08	01-201-000-0000-6801-000000	$65.99	Swearing In	EX000052549509	
	2024-11-08	01-000-000-0000-6801-000000	($63.69)	Corporate card transaction reversal.	EX000052549514	
	2024-11-08	01-201-000-0000-6801-000000	$63.69	Swearing in Ceremony Supplies	EX000052549514	
8001819		**Kristen MARIE Hoyne**	**$0.00**			
8001820		Joshua Allan Thompson				
	2024-11-08	01-000-000-0000-6801-000000	($168.51)	Corporate card transaction reversal.	EX000051332815	
	2024-11-08	01-521-523-0000-6807-000000	$50.40	Resale items for campgrounds	EX000051332815	
	2024-11-08	01-521-523-0000-6411-000000	$64.26	Patio block to be used below campground water spigots.	EX000051332815	
	2024-11-08	01-521-523-0000-6411-000000	$13.86	Batteries for Bertram thermostat.	EX000051332815	
	2024-11-08	01-521-021-0000-6411-000000	$39.99	Cable ties for snow fence at Bertram.	EX000051332815	
8001820		**Joshua Allan Thompson**	**$0.00**			
8001821		Ashlee Marie Weiers				
	2024-11-08	01-000-000-0000-6801-000000	($528.00)	Corporate card transaction reversal.	EX000052560298	
	2024-11-08	01-201-000-0000-6338-000000	$544.89	Training Seminars	EX000052560298	
	2024-11-08	01-201-000-0000-6338-000000	($16.89)	Refund from Fred Pryor for Sales Tax	EX000052560298	
	2024-11-08	01-000-000-0000-6801-000000	($2,070.79)	Corporate card transaction reversal.	EX000052560323	
	2024-11-08	01-201-000-0000-6410-000000	$24.20	Label Machine Tape	EX000052560323	
	2024-11-08	01-201-000-0000-6480-000000	$1,698.96	Storage Cabinet for Sgt's Supplies	EX000052560323	
	2024-11-08	01-201-000-0000-6480-000000	$15.89	Padlock for Storage Cabinet for Sgt's Supplies	EX000052560323	
	2024-11-08	01-201-000-0000-6480-000000	$121.97	Wireless HDMT Transmitter & Charging Blocks - New Conference Room	EX000052560323	
	2024-11-08	01-201-000-0000-6338-000000	$160.00	Online Webinar Training	EX000052560323	
	2024-11-08	01-201-000-0000-6480-000000	$49.77	Palm Rests for Toughbooks	EX000052560323	
8001821		**Ashlee Marie Weiers**	**$0.00**			
8001822		Teresa DIANNE Burkhart				
	2024-11-08	01-000-000-0000-6801-000000	($1,547.42)	Corporate card transaction reversal.	EX000052288934	
	2024-11-08	11-450-470-0010-6338-000000	$129.53	Hotel for Child Passenger Safety on Buses in East Grand Forks	EX000052288934	
	2024-11-08	11-450-440-0010-6411-000000	$67.90	water testing supplies	EX000052288934	
	2024-11-08	11-450-440-0010-6411-000000	$20.43	Water testing supplies	EX000052288934	
	2024-11-08	11-450-430-0010-6411-000000	$231.62	Water Testing Supplies	EX000052288934	
	2024-11-08	11-450-470-0010-6411-000000	$59.00	Car Seat	EX000052288934	
	2024-11-08	11-450-430-0010-6411-000000	$48.94	Water Testing Supplies - Nitrogen, Nitrate	EX000052288934	
	2024-11-08	11-450-452-0010-6338-000000	$990.00	IASP PAN American Conference for Keith B	EX000052288934	
8001822		**Teresa DIANNE Burkhart**	**$0.00**			
8001823		Cody Robert Allen				
	2024-11-08	01-000-000-0000-6801-000000	($102.28)	Corporate card transaction reversal.	EX000052430760	
	2024-11-08	03-330-330-0000-6411-000000	$102.28	Culvert and culvert supplies	EX000052430760	
	2024-11-08	01-000-000-0000-6801-000000	($499.98)	Corporate card transaction reversal.	EX000052557561	
	2024-11-08	03-330-330-0000-6411-000000	$499.98	Milwaukee tools for culvert truck.	EX000052557561	
8001823		**Cody Robert Allen**	**$0.00**			
8001824		Tarynn Lynn Anderson				
	2024-11-08	01-000-000-0000-6801-000000	($7.53)	Corporate card transaction reversal.	EX000052549531	
	2024-11-08	11-480-000-0000-6030-000000	$7.53	Service charge for City of Buffalo utility bill for client MW	EX000052549531	
	2024-11-08	01-000-000-0000-6801-000000	($239.26)	Corporate card transaction reversal.	EX000052636103	
	2024-11-08	11-480-000-0000-6030-000000	$239.26	Utility bill for client MW	EX000052636103	
8001824		**Tarynn Lynn Anderson**	**$0.00**			
8001825		Russell Daniel Gerads				
	2024-11-08	01-000-000-0000-6801-000000	($62.50)	Corporate card transaction reversal.	EX000052549356	
	2024-11-08	01-100-000-0000-6261-000000	$62.50	Clearinghouse Compliance Checks Query Plan	EX000052549356	
	2024-11-08	01-000-000-0000-6801-000000	($123.82)	Corporate card transaction reversal.	EX000052616965	
	2024-11-08	01-100-000-0000-6912-000000	$123.82	Safety Equipment - PPE - Gloves, Ear Plugs, Wipes	EX000052616965	
	2024-11-08	01-000-000-0000-6801-000000	($61.56)	Corporate card transaction reversal.	EX000052616971	
	2024-11-08	01-100-000-0000-6912-000000	$61.56	Safety Equipment - PPE - Gloves	EX000052616971	
8001825		**Russell Daniel Gerads**	**$0.00**			
				414	**Warrants Printed**	
			$27,372,779.33	**Final Total**		