

**McLEOD COUNTY
BOARD OF COMMISSIONERS
PROPOSED MEETING AGENDA
APRIL 16, 2013**

1 9:00 CALL TO ORDER

PLEDGE OF ALLEGIANCE

INTRODUCTION OF NEW EMPLOYEES

A. Connie Kurtzweg started employment with McLeod County on, 2013 as a Payroll and Benefits Coordinator in the Auditor-Treasurers Office.

2 9:03 CONSIDERATION OF AGENDA ITEMS *

3 9:08 CONSENT AGENDA *

- A. April 2, 2013 Meeting Minutes and Synopsis.
- B. March 29, 2013 Auditor's Warrants.
- C. April 5, 2013 Auditor's Warrants.
- D. Approve Confession of Judgment for Gerald H. Schoettmer (Deceased) and Lowette D. Schoettmer on Property ID 23.114.0090 in the City of Hutchinson.
- E. Approve annual agreement between McLeod County and the State of Minnesota, Office of the State Auditor for services provided pursuant to Minn. Statute § 6.48 for McLeod County for the audit of year ending December 31, 2012.
- F. Approve Mental Health Awareness 2013 Month Proclamation.
- G. Approve Change Order 1 for \$89,600.21 to Shafer Contracting (Shafer, MN) for concrete ride and water cement ratio incentives on SP 43-602-24 and SAP 43-602-25, CSAH 2 concrete overlay project. These are standard incentives/disincentives in accordance with our standard specifications.
- H. County online auction report.

4 PAYMENT OF BILLS - COMMISSIONER WARRANT LIST *

5 PAYMENT OF BILLS - ADDITIONAL MISCELLANEOUS BILLS TO BE PAID BY AUDITORS WARRANTS *

6 9:05 CENTRAL MN JOBS AND TRAINING - Chief Executive Officer Barbara Chaffee

A. 2013 Central MN Jobs and Training Update.

7 9:30 PUBLIC HEARING – Social Host Ordinance

A. Consider adoption of a Social Host Ordinance.*

8 9:40 SHERIFF'S DEPARTMENT – Chief Deputy Sheriff Tim Langenfeld

- A. Consider approval of agreement with the State of Minnesota, DNR for the 2013 State of Minnesota County Boat and Water Safety Grant. Grant is not to exceed \$4,466.*

Grant will allow the Sheriff's Office to continue to operate the Boat and Water Safety program. Grant dollars will be used to purchase equipment and cover the cost of employee time.

9 9:45 PUBLIC HEALTH – Agency Coordinator Kathy Nowak

- A. Consider the McLeod County Public Health Nursing Service 2013 Recommended Charges.*
- B. Consider approval of a 2012-2013 School Health Agreement between McLeod County Public Health Nursing Service and School District #2859 Glencoe-Silver Lake from April 15, 2013-May 10, 2013 to provide School Nursing Services for 4 weeks of service at a rate of \$40/hour.

The GSL Licensed School Nurse has taken another school nursing job and his last day of employment with GSL is April 10th. GSL would like to employ McLeod County PHNS School Nurses until they can fill this vacancy. If the vacancy is not filled within the above timeframe we will amend this contract until the end of the school year. If the vacancy is filled we will implement our school nurse consultation agreement for our PHNS staff to assist with orientation of the new school nurse.

10 9:55 FIVE-MINUTE RECESS

11 10:00 PUBLIC HEARING – Drainage Ditch County Ditch 25 Lateral One

- A. Petition for Removal of Property from a Drainage Ditch County Ditch 25 Lateral One.*

12 10:15 ENVIRONMENTAL SERVICES – Environmentalist Roger Berggren

- A. Consider approval to enter into an agreement with Central Applicators, Inc. (Foley, MN) for yearly ditch spraying at a cost of \$50.00 per hour per application unit, plus chemicals which will be funded from the Ditch fund.*
- B. Consider approval to enter into an agreement with Central Applicators, Inc. (Foley, MN) for stump treatment on county ditches at a cost of \$50.00 per hour per application unit, plus chemicals which will be funded from the Ditch fund.*

The county is on a 3 year rotation to spray the county ditches for brush. Treating the stumps is necessary to prevent new trees from sprouting up from the stumps. McLeod County started the ditch spraying in 2008 and have done this each year on a different part of the ditch system so the whole ditch system is sprayed in 3 years. By continuing this rotation McLeod County will be able to control brush growth in the county ditches.

- C. Discussion on continuing with the tree grinding in 2013.

13 10:30 PLANNING AND ZONING – Zoning Administrator Larry Gasow

- A. Consider the request of the Holy Trinity, Mr. Tom Ollig, Committee Member of Winstock Country Music Festival, for review and approval of their application for “Licenses to Permit Large Assemblies in McLeod County” for the upcoming Winstock Country Music Festival 2013. The event is scheduled June 6 through June 8.*

The purpose is to raise funds to help support Holy Trinity Schools in Winsted, MN. Holy Trinity has an enrollment in grades Preschool through 12th grade. This is a major fundraiser in their annual budget.

The assembly will be on the 6th day of June, 2013 between the hours of 5:00 P.M. and 11:59 P.M. and end on the 8th day of June, 2013. The maximum number of persons anticipated to attend is 16,000 each day. The maximum number of tickets to be issued, sold or distributed is 16,000.

This property is located in the Northwest Quarter of the Northeast Quarter of Section (15) in the Township (117) North of Range (27) West.

Approvals have been granted by the property owners, Township and City. All appropriate signatures have been obtained for the City of Winsted and the State of Minnesota for the application to conduct annual Off-site Gambling and Permit for 1 to 4 day temporary on-sales liquor license. Both the pull tab booth and beer tent are located on property within the City of Winsted. Because of their location it is not necessary to secure approval for these licenses from either the Township or County.

McLeod County Sheriff granted written approval on March 27, 2013.

The Church of the Holy Trinity is a non-profit religious organization.

14 10:35 ROAD AND BRIDGE – Highway Engineer John Brunkhorst

- A. Consider an agreement with Wright County for maintenance and construction of County Road 56.*

This is similar to the agreement we have done in the past with Wright County except this one continues indefinitely, subject to cancellation by either party upon a 60 day written notice. McLeod performs all maintenance and bills Wright County annually. Wright County coordinates necessary construction when needed.

- B. Consider approval of Supplemental Agreement 5 for \$26,000 to Shafer Contracting (Shafer, MN) for claim settlement on SP 43-602-24 and SAP 43-602-25.*

This represents resolution of the mediation between the Highway Department and Shafer Contracting for a dispute over concrete quantities on the above referenced project. The value of the initial dispute was around \$80,000.

- C. Consider approval of cooperative construction agreement No. 03359 and adoption of corresponding Resolution with the Minnesota Department of

Transportation for the roundabout project at CSAH 115/TH15 and the rehabilitation project on TH 15 (projects SP 4304-52, SP 4304-90, and SP 43-070-006).*

This agreement provides for City maintenance and payment to the County for the State's share of the associated construction costs.

- D. Consider quotes and corresponding fee for dust control application.*

Quotes are due 4/12/13 and will be presented at Board meeting.

- E. Update on Silver Lake/Lester Prairie highway shop and discussion on next steps.

15 10:55 STAFFING – Human Resources Director Mary Jo Wieseler

- A. Consider April 9, 2013 Staffing Request Recommendations.*

16 COUNTY ADMINISTRATION

- Review of Commissioners Calendar
- Commissioner reports of committee meetings attended since April 2, 2013.

- A. Consider approval of the West Central Industries contracted work agreement.*
B. Update on student government day.

OTHER

Open Forum
Press Relations

RECESS

Next board meeting April 30, 2013 at 9:00 a.m. in the County Boardroom.

**McLEOD COUNTY
BOARD OF COMMISSIONERS
PROPOSED MEETING MINUTES – April 2, 2013**

CALL TO ORDER

The regular meeting of the McLeod County Board of Commissioners was called to order at 9:00 a.m. by Chair Paul Wright in the County Board Room. Commissioners Nies, Shimanski, Christensen and Terlinden were present. County Administrator Patrick Melvin, Administrative Assistant, Donna Rickeman, County Attorney Michael Junge and County Auditor-Treasurer Cindy Schultz were also present.

PLEDGE OF ALLEGIANCE

At the request of the Board Chair, all present recited the Pledge of Allegiance.

CONSIDERATION OF AGENDA ITEMS

- A) Add under Administration item E; Consider approval to support distribution of Park and Trail Legacy funding to Greater Minnesota.

Nies/Terlinden motion carried unanimously to approve the agenda as revised.

CONSENT AGENDA

- A) March 19, 2013 Meeting Minutes and Synopsis.
- B) March 15, 2013 Auditor's Warrants.
- C) March 22, 2013 Auditor's Warrants.
- D) Adopt Resolution 13-CB-13 temporarily transfer \$3,165.10 from the general fund to the forfeited tax fund for the year ended 12/31/2012 to cover expenses.
- E) Approve Confession of Judgment for Todd and Kelly Colonna on Property ID 21.050.0325 in the City of Winsted.
- F) Approve Confession of Judgment for Paul D. Krippner on Property ID 23.050.1960 in the City of Hutchinson.
- G) Approve the Sale of Cigarette and other Tobacco Products License for Silver Lake American Legion Post 141 Club in Silver Lake, MN from April 2, 2013, through December 31, 2013.
- H) Approve the McLeod County Public Health Nursing Services Hispanic Outreach Worker Contract with Carmen Patino from January 1, 2013-December 31, 2013 at a rate of pay of \$28.09/hour. Carmen is used as needed for interpretation on home visits and during WIC clinic.
- I) Approve Conditional Use Permit 13-05 for Jeremy Powell in order to construct an accessory structure greater than 2,400 square feet (40' X 80' pole shed) on a parcel less than 10 acres in size, within the Agricultural District. This property is

located on 3.97 AC OF NE ¼ of the NW ¼, Section 23, Township 117-029 (Hutchinson.)

The Hutchinson Township Board unanimously recommended approval at their March 14, 2013 meeting. The Planning Advisory Committee unanimously recommended approval at their meeting on March 27, 2013.

Terlinden/Nies motion carried unanimously to approve the consent agenda with two revisions to the March 19 Board Meeting Minutes. The first revision was to change the wording to Solid Waste Item A to read: Ed Homan requested authorization to have the Minnesota Pollution Control Agency (MPCA) place the updated Solid Waste Plan up for public review. The 30 day public review period will begin, when the notice is published in the official paper by the MPCA. The plan update is required by State Statue and is necessary for McLeod County to obtain SCORE funding. Anyone who desires to provide comments must do so in writing and send them to the McLeod County Solid Waste Department, located at 1065 5th Avenue SE, Hutchinson, Minnesota. The MPCA and McLeod County will review and respond to all comments received, within the public review period. The County Board will review all comments, to determine if any changes to the plan are necessary. A summary of all comments will be presented and reviewed with the County Board, after the public review period, to determine if any changes to the Plan are necessary. The second revision was to change cost for long range planning Administration Item A to: David Unmacht \$2,000 and AMC \$700.

PAYMENT OF BILLS – COMMISSIONER WARRANT LIST

General Revenue	\$137,189.64
Road & Bridge	\$36,653.88
Solid Waste	\$12,659.69
County Ditch Fund	\$1,911.03
Special Revenue Fund	\$707.51

Nies/Shimanski motion carried unanimously to approve payment of bills totaling \$189,121.75 from the aforementioned funds.

ASSESSOR – Assessor Sue Schulz

- A) Sue Schultz requested approval of tax settlement with Target Properties – Parcel 23.325.0010 as follows: 2010 payable dismissed; 2011 payable 6,977,100 to 6,066,100; 2012 payable dismissed; 2013 payable 6,227,900 to 5,942,300.

Nies/Christensen motion carried unanimously to approve tax settlement with Target Properties – Parcel 23.325.0010 as follows: 2010 payable dismissed; 2011 payable 6,977,100 to 6,066,100; 2012 payable dismissed; 2013 payable 6,227,900 to 5,942,300 and to authorize County Attorney Michal Junge to execute agreement.

SHERIFF'S DEPARTMENT – Deputy Sheriff Tim Langenfeld

- A) Tim Langenfeld requested adoption of Resolution 13-CB-14, Recognition of National Telecommunications Week – April 14th through April 20th.

Nies/Terlinden motion carried unanimously to adopt Resolution 13-CB-14, Recognition of National Telecommunications Week – April 14th through April 20th.

AUDITOR-TREASURER – Auditor-Treasurer Cindy Schultz

- A) Cindy Schultz requested adoption of Resolution 13-CB-15 Temporary Loan of \$102,100 from the General Revenue Fund to the Ditch Fund to cover negative County and Joint Ditch fund balances dated 12/31/12.

Terlinden/Shimanski motion carried unanimously to adopt Resolution 13-CB-15 Temporary Loan of \$102,100 from the General Revenue Fund to the Ditch Fund to cover negative County and Joint Ditch fund balances dated 12/31/12 at a 1% interest rate.

- B) Cindy Schultz requested approval of re-determination of benefits for County Ditch 20 and County Ditch 22.

The drainage authority determined that the original benefits or damages do not reflect reasonable present day land values according to Minnesota Statute Chapter 103E, Section 103E.351 and authorizes the re-determination of benefits and damages on County Ditch 20 and County Ditch 22.

During a previous meeting all 19 people who were in attendance favored doing a re-determination. There was some discussion on combining the two ditches, but it was determined that at this time this was not practical.

Christensen/Nies motion carried unanimously to approve re-determination of benefits for County Ditch 20 and County Ditch 22.

- C) Cindy Schultz requested approval of appointment of viewers to re-determine benefits and damages on County Ditch 20 and County Ditch 22.

Suggested viewers included: Ron Ringquist of Redwood Falls, John Dotolo, who has worked on ditch issues in Sibley County, Brad Wick of Hutchinson, Steven Wick of Hutchinson and John Cunningham, who has worked on ditch issues in Meeker County. Viewers cannot be part of the ditch system nor have an interest in the system.

Christensen/Nies motion carried unanimously to approve Ron Ringquist of Redwood Falls as Lead Viewer, John Dotolo and Brad Wick as Viewers and John Cunningham as the alternate.

ENVIRONMENTAL SERVICES – Environmentalist Roger Berggren & Technician Mary Creech

- A) Roger Berggren requested approval of Board of Water and Soil Resources (BWSR) requested changes of Chapter 3 McLeod County Water Plan Goals, Objectives & Action Steps so the plan can be sent to BWSR for final review.

The state has asked for more specific, measurable goals, but failure to achieve the goals would not result in sanctions. The following statement was added to the Plan to clarify the goals and intent of the County Water Plan for the BSWR reviewers; the action steps are estimates of potential implementation activities that can change due to work loads, available project funding, or a re-determination of priorities in the water plan. Furthermore, many of the action steps represent commitments on behalf of the various water plan stakeholders and can only be accomplished if funding is available.

Discussion took place between the Board and Task Force Committee Member Don Albrecht to also add a cover letter to the plan that would include the clarification statement to ensure the statement wouldn't be overlooked by the BSWR reviewer.

Wright/Shimanski motion carried unanimously to approve the Board of Water and Soil Resources (BWSR) requested changes of Chapter 3 McLeod County Water Plan Goals, Objectives & Action Steps adding the following statement along with a cover letter; the action steps are estimates of potential implementation activities that can change due to work loads, available project funding, or a re-determination of priorities in the water plan. Furthermore, many of the action steps represent commitments on behalf of the various water plan stakeholders and can only be accomplished if funding is available.

COMMISSIONER KERMIT TERLINDEN

- A) Commissioner Terlinden requested adoption of Resolution 13-CB-16 Support for New Transportation Revenue. The resolution was prepared by the Association of Minnesota Counties (AMC) seeking new money for state transportation projects.

There were some questions raised in regards to tax increases causing Minnesota to be less competitive than neighboring states, more funding allocated to metro rather than rural areas and wheelage taxes. It was decided to move forward due to the deadline of submitting the resolution of April 11th, prior to the next board meeting of April 16th.

Terlinden/Nies motion passed to adopt Resolution 13-CB-16 Support for New Transportation Revenue.

Roll Call Vote: Nies - Yes, Terlinden - Yes, Wright – Yes, Shimanski – No, Christensen – No

ROAD AND BRIDGE – Highway Engineer John Brunkhorst

- A) John Brunkhorst requested award of SAP 043-607-015 (reclaim & overlay CSAH 7 to NCL) to Duininck Bros Inc. (Prinsburg, MN) for a total cost of \$1,227,745.10 which will be funded by Local Aid.

The Duininck bid was approximately 30.77% (\$545,599) under the engineer's estimate.

Engineering believes this is a good bid and recommends award.

Other bids for project include: Knife River (Sauk Rapids, MN) \$1,279,472.44, Wm. Mueller & Sons Inc. (Hamburg, MN) \$1,421,552.82 and Central Specialties, Inc. (Alexandria, MN) \$1,791,385.75.

Nies/Terlinden motion carried unanimously to award SAP 043-607-015 (reclaim & overlay CSAH 7 to NCL) to Duininck Bros Inc. (Prinsburg, MN) for a total cost of \$1,227,745.10 which will be funded by Local Aid.

- B) John Brunkhorst requested award of SAP 43-602-29 (Grove Avenue (CSAH 2) Improvement Project) to R & R Excavating, Inc. (Hutchinson, MN) for a total cost of \$1,502,463.87 which will be funded by State Aid.

The R & R Excavating, Inc. bid was approximately 14% (\$241,572) under the engineer's estimate.

Engineering believes this is a good bid and recommends award.

Other bids for project include: R. Larson Excavating, Inc. (St Cloud, MN) \$1,542,385.25, C & L Excavating, Inc. (St Joseph, MN) \$1,609,359.41, LaTour Construction, Inc. (Maple Lake, MN) \$1,611,847.30, Kuechle Underground, Inc. (Kimball, MN) \$1,653,793.03, Duininck Bros Inc. (Prinsburg, MN) \$1,675,158.33, Northdale Construction Co., Inc. (Albertville, MN) \$1,741,332.11 and Hjerpe Contracting, Inc. (Hutchinson, MN) \$1,849,119.65.

Shimanski/Christensen motion carried unanimously to award SAP 43-602-29 (Grove Avenue (CSAH 2) Improvement Project) to R & R Excavating, Inc. (Hutchinson, MN) for a total cost of \$1,502,463.87 which will be funded by State Aid.

- C) John Brunkhorst requested award of SAP 043-602-030 (rehabilitation on CSAH 2 from CSAH 24 to Gehlin Ave) to Hoffman Concrete Inc. (Mankato, MN) for a total cost of \$421,136.57 which will be funded by Local and State Aid.

The Hoffman Concrete Inc. bid was approximately 24.91% (\$83,987) over the engineer's estimate.

Engineering believes this is a good bid and recommends award.

Other bids for project include: C.S. McCrossan Construction Inc. (Maple Grove, MN) \$431,913.65, Duininck Bros Inc. (Prinsburg, MN) \$436,730.76 and Doyle Conner Co. (Rochester, MN) \$552,870.61.

Shimanski/Terlinden motion carried unanimously to award SAP 043-602-030 (rehabilitation on CSAH 2 from CSAH 24 to Gehlin Ave) to Hoffman Concrete Inc. (Mankato, MN) for a total cost of \$421,136.57 which will be funded by Local and State Aid.

- D) John Brunkhorst requested award of SAP 12-078-01 (CR 78 in Lester Prairie) to Wm. Mueller & Sons Inc. (Hamburg, MN) for a grand total of \$1,764,957.58, which includes City of Lester Prairie bid alternates which will be funded by Local Aid. Award is contingent on City of Lester Prairie award.

Engineering believes this is a good bid and recommends award.

Other bids for project include: Chard Tiling & Excavating (Belle Plaine, MN) \$1,839,922.36, C & L Excavating (St Joseph, MN) \$1,849,777.88, R. Larson Excavating (St Cloud, MN) \$1,911,773.82, Kuechle Underground, Inc. (Kimball, MN) \$1,912,650.16, R & R Excavating (Hutchinson, MN) \$1,932,187.93, GMH Asphalt Corp. (Chaska, MN) \$2,030,848.76 and Duininck Bros Inc. (Prinsburg, MN) \$2,176,554.60.

Shimanski/Christensen motion carried unanimously to award SAP 12-078-01 (CR 78 in Lester Prairie) to Wm. Mueller & Sons Inc. (Hamburg, MN) for a grand total of \$1,764,957.58, which includes City of Lester Prairie bid alternates which will be funded by Local.

- E) John Brunkhorst requested approval for out of state travel for County Engineer and possible Commissioner(s) to attend Minnesota Transportation Alliance Fly on June 4-6, 2013 in Washington DC.

Nies/Terlinden motion carried unanimously to approve out of state travel for County Engineer and possible Commissioner(s) to attend Minnesota Transportation Alliance Fly on June 4-6, 2013 in Washington DC.

- F) John Brunkhorst requested approval of Master Partnership Contract and adoption of Resolution 13-CB-17 with State of Minnesota. This agreement expires June 30, 2017.

This agreement is an extension of a previous agreement. It allows MnDOT and the County to do work for each other.

Shimanski/Nies motion carried unanimously to approve Master Partnership Contract and adopt Resolution 13-CB-17 with State of Minnesota.

- G) John Brunkhorst requested approval of Joint Powers Agreement (JPA) with City of Hutchinson for SP 43-070-006, roundabout construction project on TH 15/CSAH 115.

The City Council approved this on 3/26/13. The purpose of this JPA is to formally identify each agency's commitment regarding the terms, scope, and other items for this project.

Nies/Christensen motion carried unanimously to approve Joint Powers Agreement (JPA) with City of Hutchinson for SP 43-070-006, roundabout construction project on TH 15/CSAH 115.

- H) John Brunkhorst led discussion on options for the 2013 dust control program. The two options are to as in the past, have the Highway Department continue to manage the dust control application or the second option is to have residents take ownership and hire vendors on their own to possibly find a lower cost solution.

Discussion was had if the County were no longer involved in the dust control program a list of possible vendors would be listed on our website and notification of change would need to go in the mail along with through townships, press release and radio.

Shimanski/Christensen motion carried unanimously to implement the dust control program as in the past but to start the education process to residents to notify them of possible future changes to the dust control program.

- I) John Brunkhorst requested approval to hire Stonebrooke Engineering of Burnsville, MN for construction engineering on TH 15 Mill/Overlay and Roundabout – estimated cost \$200,000 (County and MnDOT funds), WSN of Alexandria, MN to assist with construction engineering on CSAH 15 bridge construction – estimated cost \$27,000 (County funds) and Erickson Engineering of Bloomington, MN to assist with construction engineering on South Grade bridge replacement – estimated cost \$55,000 (County and some City Funds).

Nies/Terlinden motion carried unanimously to hire Stonebrooke Engineering of Burnsville, MN for construction engineering on TH 15 Mill/Overlay and Roundabout – estimated cost \$200,000 (County and MnDOT funds), WSN of Alexandria, MN to assist with construction engineering on CSAH 15 bridge construction – estimated cost \$27,000 (County funds) and Erickson Engineering

of Bloomington, MN to assist with construction engineering on South Grade bridge replacement – estimated cost \$55,000 (County and some City Funds).

COUNTY ATTORNEY – Mike Junge

- A) Mike Junge notified the board the CSAH 2 mediation previously approved by the Board will be on Wednesday April 3. The engineer and attorney will report back the results.

MEDICAL EXAMINER’S OFFICE – Chief Medical Examiner Dr. A. Quinn Strobl

- A) Dr. Strobl presented the 2012 McLeod County Medical Examiner’s Annual Report. She informed the Board that the total number of deaths investigated in 2012 was 178, an increase of 26 from 2011. Of the 178 deaths, 41 were registered hospice and 126 cremations were approved. Thirty-one percent (56) of these deaths required a scene investigation. Jurisdiction was assumed in 37 cases. Of these, 22 autopsies were performed which is twice the number of autopsies in 2011. Of the 22 autopsies performed, 6 deaths were due to natural causes.

There were 5 motor vehicle-related crash deaths in McLeod County in 2012 up from 0 in 2011. Fifteen people died accidental deaths which were non-motor vehicle related. There were 6 deaths due to suicide up from 1 in 2011. There was one death classified as homicide in McLeod County in 2012.

COUNTY ADMINISTRATION

- A) Consider March 26, 2013 Staffing Request Recommendations.

- 1. Consider retirement incentives.

No recommendation: Further discussion.

- 2. Consider telecommunications and energy audit.

Recommendation: Invite Cost Control Associates, Inc. to a Board workshop for further discussion.

- 3. Consider connecting salary increases to satisfactory performance evaluations.

No recommendation: Further discussion.

- 4. Consider Summer Workers at Parks and Fairgrounds to work for 14 weeks: 1 worker @ 20 hours per week at Piepenberg, 3 workers @ 36 hours per week and 1 @ 8 hours per week for general Park duties, 2 workers @ 40 hours per week for general Fairground duties.

Recommendation: Hire Summer Workers for Parks and Fairgrounds for 14 weeks: 1 worker @ 20 hours per week at Piepenberg, 3 workers @ 36 hours per week and 1 @ 8 hours per week for general Park duties, 2 workers @ 40 hours per week for general Fairground duties.

5. Request from Solid Waste Department to hire a Household Hazardous Waste Intern from May to August at \$9.25 per hour for up to 40 hours per week.

Recommendation: Hire Household Hazardous Waste Intern at Solid Waste Management from May to August at \$9.25 per hour (\$9.95 per hour if returning employee) for up to 40 hours.

6. Extension is requesting a Summer Intern for 12 weeks at 40 hours per week @ \$11.25 per hour. The Funding will come from our part-time staffing budget line item. The responsibilities include but are not limited to: organizing youth summer programs (day camps, library programs, resident camps), working with the 4-H Ambassador group, preparation work for 4-H at the County Fair, Special Extension projects etc.

Recommendation: Hire Summer Intern for 12 weeks for Extension Department at 40 hours per week at \$11.25 per hour.

7. Consider hiring up to 2 additional part-time deputies for Sheriff Department due to resignations.

Recommendation: Hire 2 part-time deputies for Sheriff Department due to resignation. Allow for department to recruit as needed to have up to 8 part-time deputies (below 67 shifts per year) without reoccurring Board approval.

8. Consider part-time Community Service Coordinator at \$16.95 per hour to supervise crew of youth under court ordered community service and restitution for the summer and 15 days during the school year at the Fairgrounds.

Recommendation: Hire part-time Community Service Coordinator at \$16.95 to supervise youth crew at Fairgrounds for the summer and up to 15 days during the school year.

9. Consider purchase of a preferred service plan from Marco. We have received an offer for a 10% discount on the purchase of a block of hours.

Recommendation: Purchase a block of hours from Marco for \$4,500 (\$5,000 value with a 10% discount). This block of hours will be used for a variety of projects, including troubleshooting slowness issues between the

Courthouse and North Complex, network configurations and emergency troubleshooting as the needs arise.

10. Consider hiring 2 additional Eligibility Workers (grade 15) due to additional requirements of the Affordable Health Care Act.

Recommendation: Hire 2 additional Eligibility Workers (grade 15) due to additional requirements of the Affordable Care Act and remodel 2 existing offices at a cost of approximately \$6,000.

11. Discuss Assistant Engineer position.

Recommendation: Hire Assistant Engineer (grade 27), advertising both internally and externally. Approve revised Organizational Chart, showing the Assistant Engineer will be direct line supervisor to only the Engineering Division (and other divisions in County Engineer's absence).

12. Consider hiring 5 Summer Workers for Hwy.

Recommendation: Hire 5 Summer Workers for Highway Department (try to utilize Central Minnesota Jobs and Training for one of the positions). Wage is \$9.25 for new and \$9.95 for returning staff.

13. Consider hiring full-time Maintenance II (grade 14) for Highway Department due to resignation.

Recommendation: Hire full-time Maintenance II (grade 14) for Highway Department due to resignation.

14. Discuss Recovery Coach Position for CHS.

Recommendation: Hire 2 Recovery Coaches for Community Health Services (CHS) pending approval on April 11, 2013 from CHS Board. Wage will be \$15/hour and estimated schedule is 5-10 hours per week. (McLeod County is the fiscal host for CHS and these positions will be run through our payroll system).

15. Discuss Public Health vacancy.

Recommendation: Hire full-time Technical Clerk (grade 12) in Public Health due to transfer of employee to another department. (Change title to Technical Clerk, previous title was Public Health Assistant Manager Technical Specialist). Recruit both internally and externally.

16. Consider part-time position for Family Health.

No recommendation: Further discussion.

17. Discuss office needs for IT Department.

Recommendation: Office space on upper level of Courthouse will now be utilized full-time by Information Technology. (This has been previously used on an as needed basis by the Court system.)

Shimanski/Christensen motion carried unanimously to approve the March 26, 2013 Staffing Request Committee Recommendations as outlined above.

Nies/Shimanski motion carried unanimously to recess meeting at 11:14 am to conduct Morningside workshop and reconvene following workshop.

Nies/Shimanski motion carried unanimously at 12:43 to reconvene the April 2, 2013 Board meeting.

Nies/Shimanski motion carried unanimously to make payment from the Commissioners budget for the lunch that was provided at today's Morningside workshop.

A) Pat Melvin led discussion about a long-range planning facilitator. The Administrator presented the following three options:

Toni Smith	AMC	\$700
Don Salverda	Don Salverda & Associates	\$2,500
Dave Unmacht	Springsted	\$2,000

There was brief discussion about the process that each individual would use to facilitate this discussion and questions about what work will occur with Administration in advance of the planning so that the facilitator is brought up to speed. The HR Director and Administrator were directed to work with the individual to make him/her aware of the County's issues. There was question about whether or not a current employee could lead this discussion and it was pointed out that the Board has been meeting monthly to discuss long-range planning and to date has not progressed as individual Board members would like. The Administrator pointed out that we have hit a roadblock and need some assistance. The Board also indicated a preference for two half day sessions, off-site.

Wright/Terlinden motion carried unanimously to hire Dave Unmacht from Springsted for conducting the Board's long-range planning.

A) Pat Melvin led discussion about combining the upcoming student government day and the celebration of April as County government month as designated by NACO (National Association of County Organizations). The decision was made

to invite the students to the April 30, 2013 Board meeting with the hope that the Board could approve the Social Host Ordinance at that meeting and allow the students to provide some input. Administration was further directed to speak with additional departments to see if an additional agenda item could be added that would have more significance for the participating students.

- B) Pat Melvin notified the Board of Ditch Law Training, April 8 at 2:00 pm in Litchfield at the Meeker County Courthouse. Commissioner Ron Shimanski indicated that he would be attending the training.
- C) Pat Melvin requested approval to support distribution of Park and Trail Legacy funding to Greater Minnesota. Commissioner Shimanski shared with the Board concerns that he and others have with the metro parks trying to amend the distribution of Park and Trail Legacy funds going to metro, Greater MN and the DNR. The current split of the Park and Trail Legacy funds are 40% allocated to the metro, 40% to the DNR and the remaining 20% to Greater MN. Commissioners Shimanski shared with the Board a draft letter that he felt should be signed and forwarded to our legislators letting them know that we are opposed to losing our share of these funds

Nies/Shimanski motion carried unanimously to send a letter to the McLeod County legislators asking for their continued support in preserving the Park and Trail Legacy funding for greater MN.

Nies/Shimanski motion carried unanimously to recess at 1:38 p.m. until 9:00 a.m. April 16, 2013 in the County Boardroom.

ATTEST:

Paul Wright, Board Chair

Patrick Melvin, County Administrator

McLEOD COUNTY
BOARD OF COMMISSIONERS
SYNOPSIS – April 2, 2013

1. Commissioners Wright, Nies, Terlinden, Shimanski and Christensen were present.
2. Nies/Terlinden motion carried unanimously to approve the agenda with the following item added; under Administration item E; Consider approval to support distribution of Park and Trail Legacy funding to Greater Minnesota.
3. Terlinden/Nies motion approved the consent agenda including March 19, 2013 Meeting Minutes and Synopsis; March 15, 2013 Auditor's Warrants; March 22, 2013 Auditor's Warrants; Adopt Resolution 13-CB-13 temporarily transfer \$3,165.10 from the general fund to the forfeited tax fund for the year ended 12/31/2012 to cover expenses; Approve Confession of Judgment for Todd and Kelly Colonna on Property ID 21.050.0325 in the City of Winsted; Approve Confession of Judgment for Paul D. Krippner on Property ID 23.050.1960 in the City of Hutchinson; Approve the Sale of Cigarette and other Tobacco Products License for Silver Lake American Legion Post 141 Club in Silver Lake, MN from April 2, 2013, through December 31, 2013; Approve the McLeod County Public Health Nursing Services Hispanic Outreach Worker Contract with Carmen Patino from January 1, 2013-December 31, 2013 at a rate of pay of \$28.09/hour. Carmen is used as needed for interpretation on home visits and during WIC clinic and Approve Conditional Use Permit 13-05 for Jeremy Powell in order to construct an accessory structure greater than 2,400 square feet (40' X 80' pole shed) on a parcel less than 10 acres in size, within the Agricultural District. This property is located on 3.97 AC OF NE ¼ of the NW ¼, Section 23, Township 117-029 (Hutchinson).
4. Nies/Shimanski motion approved payment of bills totaling \$189,121.75 from the following funds: General Revenue \$137,189.64; Road & Bridge \$36,653.88; Solid Waste \$12,659.69; County Ditch Fund \$1,911.03 and Special Revenue Fund \$707.51.
5. Nies/Christensen motion carried unanimously to approve tax settlement with Target Properties – Parcel 23.325.0010 as follows: 2010 payable dismissed; 2011 payable 6,977,100 to 6,066,100; 2012 payable dismissed; 2013 payable 6,227,900 to 5,942,300 and to authorize County Attorney Michal Junge to execute agreement.
6. Nies/Terlinden motion carried unanimously to adopt Resolution 13-CB-14, Recognition of National Telecommunications Week – April 14th through April 20th.
7. Terlinden/Shimanski motion carried unanimously to adopt Resolution 13-CB-15 Temporary Loan of \$102,100 from the General Revenue Fund to the Ditch Fund to cover negative County and Joint Ditch fund balances dated 12/31/12 at a 1% interest rate.
8. Christensen/Nies motion carried unanimously to approve re-determination of benefits for County Ditch 20 and County Ditch 22.

9. Christensen/Nies motion carried unanimously to approve Ron Ringquist of Redwood Falls as Lead Viewer, John Dotolo and Brad Wick as Viewers and John Cunningham as the alternate.
10. Wright/Shimanski motion carried unanimously to approve the Board of Water and Soil Resources (BWSR) requested changes of Chapter 3 McLeod County Water Plan Goals, Objectives & Action Steps adding the following statement along with a cover letter; the action steps are estimates of potential implementation activities that can change due to work loads, available project funding, or a re-determination of priorities in the water plan. Furthermore, many of the action steps represent commitments on behalf of the various water plan stakeholders and can only be accomplished if funding is available.
11. Terlinden/Nies motion passed to adopt Resolution 13-CB-16 Support for New Transportation Revenue. Roll Call Vote: Nies - Yes, Terlinden - Yes, Wright – Yes, Shimanski – No, Christensen – No.
12. Nies/Terlinden motion carried unanimously to award SAP 043-607-015 (reclaim & overlay CSAH 7 to NCL) to Duininck Bros Inc. (Prinsburg, MN) for a total cost of \$1,227,745.10 which will be funded by Local Aid.
13. Shimanski/Christensen motion carried unanimously to award SAP 43-602-29 (Grove Avenue (CSAH 2) Improvement Project) to R & R Excavating, Inc. (Hutchinson, MN) for a total cost of \$1,502,463.87 which will be funded by State Aid.
14. Shimanski/Terlinden motion carried unanimously to award SAP 043-602-030 (rehabilitation on CSAH 2 from CSAH 24 to Gehlin Ave) to Hoffman Concrete Inc. (Mankato, MN) for a total cost of \$421,136.57 which will be funded by Local and State Aid.
15. Shimanski/Christensen motion carried unanimously to award SAP 12-078-01 (CR 78 in Lester Prairie) to Wm. Mueller & Sons Inc. (Hamburg, MN) for a grand total of \$1,764,957.58, which includes City of Lester Prairie bid alternates which will be funded by Local.
16. Nies/Terlinden motion carried unanimously to approve out of state travel for County Engineer and possible Commissioner(s) to attend Minnesota Transportation Alliance Fly on June 4-6, 2013 in Washington DC.
17. Shimanski/Nies motion carried unanimously to approve Master Partnership Contract and adopt Resolution 13-CB-17 with State of Minnesota.
18. Nies/Christensen motion carried unanimously to approve Joint Powers Agreement (JPA) with City of Hutchinson for SP 43-070-006, roundabout construction project on TH 15/CSAH 115.
19. Shimanski/Christensen motion carried unanimously to implement the dust control program as in the past but to start the education process to residents to notify them of possible future changes to the dust control program.
20. Nies/Terlinden motion carried unanimously to hire Stonebrooke Engineering of Burnsville, MN for construction engineering on TH 15 Mill/Overlay and Roundabout – estimated cost \$200,000 (County and MnDOT funds), WSN of Alexandria, MN to assist with construction engineering on CSAH 15 bridge construction – estimated cost \$27,000 (County funds) and Erickson Engineering

- of Bloomington, MN to assist with construction engineering on South Grade bridge replacement – estimated cost \$55,000 (County and some City Funds).
- 21.** Shimanski/Christensen motion carried unanimously to approve the March 26, 2013 Staffing Request Committee Recommendations as outlined above.
 - 22.** Nies/Shimanski motion carried unanimously to recess meeting at 11:14 am to conduct Morningside workshop and reconvene following workshop.
 - 23.** Nies/Shimanski motion carried unanimously at 12:43 to reconvene the April 2, 2013 Board meeting.
 - 24.** Nies/Shimanski motion carried unanimously to make payment from the Commissioners budget for the lunch that was provided at today's Morningside workshop.
 - 25.** Wright/Terlinden motion carried unanimously to hire Dave Unmacht from Springsted for conducting the Board's long-range planning.
 - 26.** Nies/Shimanski motion carried unanimously to send a letter to the McLeod County legislators asking for their continued support in preserving the Park and Trail Legacy funding for greater MN.

Complete minutes are on file in the County Administrator's Office. The meeting recessed at 1:38 p.m. until April 16, 2013.

Attest:

Paul Wright, Board Chair

Patrick Melvin, County Administrator

***** McLeod County IFS *****



SCHWENDEMA
3/29/13 11:17AM

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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

Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

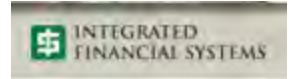
Type of Audit List: D
D - Detailed Audit List
S - Condensed Audit List

Save Report Options?: N



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
0	DEPT		...		
9	2811 CNA GROUP LONG TERM CARE 01-000-000-0000-2048		464.91 LONG TERM CARE GENERAL FD 04/01/2013 04/30/2013	1184451	Long Term Care Payable
	2811 CNA GROUP LONG TERM CARE		464.91 1 Transactions		
13	4547 FIDELITY SECURITY LIFE INSURANCE CO 01-000-000-0000-2044		318.72 VISION PREMIUM GENERAL FD 04/01/2013 04/30/2013		Vision Insurance Payable
	4547 FIDELITY SECURITY LIFE INSURANCE CO		318.72 1 Transactions		
0	DEPT Total:		783.63 ...	2 Vendors	2 Transactions

***** McLeod County IFS *****



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
41	DEPT			County Auditor-Treasurer's Office		
	1376 BOMBECK/ROBERTA					
5	01-041-000-0000-6810		15.00	REFUND FEE CHARGE BY STATE		Refunds And Reimbursements
	1376 BOMBECK/ROBERTA		15.00	1 Transactions		
41	DEPT Total:		15.00	County Auditor-Treasurer's Office	1 Vendors	1 Transactions



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
75	DEPT		Central Services - Charge Backs		
	1440 VISA				
29	01-075-000-0000-6402		33.11- SHOW ME CABLES		Office Supplies
30	01-075-000-0000-6402		6.94 COBORNS		Office Supplies
31	01-075-000-0000-6402		9.34 WALMART		Office Supplies
	1440 VISA		16.83- 3 Transactions		
	379 WRIGHT EXPRESS FSC				
36	01-075-000-0000-6338		1,242.03 MOTOR POOL FUEL CARDS	32434071	Motor Pool Expenses
	379 WRIGHT EXPRESS FSC		1,242.03 1 Transactions		
75	DEPT Total:		1,225.20 Central Services - Charge Backs	2 Vendors	4 Transactions

***** McLeod County IFS *****



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

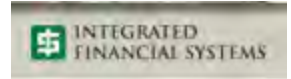
Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
76	DEPT		Central Services - County Wide		
5906	CENTURYLINK				
6	01-076-000-0000-6203		LOCAL SVC	313623769	Communications
		31.50	03/18/2012 04/17/2013		
7	01-076-000-0000-6203		LOCAL SVC	314019358	Communications
		3,179.37	03/18/2012 04/17/2013		
5906	CENTURYLINK		2 Transactions		
		3,210.87			
76	DEPT Total:		Central Services - County Wide	1 Vendors	2 Transactions
		3,210.87			



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
201	DEPT		County Sheriff's Office		
83	AT&T MOBILITY				
37	01-201-000-0000-6203	440.13	MCSO AIR SOURCE CDS	287235616915	Communications
38	01-201-000-9003-6350	122.92	GLENCOE PD AIR SOURCE CDS	287235616915	Other Services & Charges-Glencoe Compu
39	01-201-000-9004-6350	30.73	LP PD AIR SOURCE CDS	287235616915	Other Services & Charges-Lp Computer
40	01-201-000-9005-6350	30.73	WINSTED PD AIR SOURCE CDS	287235616915	Other Services & Charges-Winsted Compu
41	01-201-000-9006-6350	30.73	SL PD AIR SOURCE CDS	287235616915	Other Services & Charges-Silver Lake
83	AT&T MOBILITY	655.24			5 Transactions
5906	CENTURYLINK				
8	01-201-000-0000-6203	297.11	LEC ARMER T1 TO NYA	313623769	Communications
5906	CENTURYLINK	297.11			1 Transactions
1440	VISA				
50	01-201-000-0000-6402	74.80	GLENCOE FLEET SUPPLY	5009	Office Supplies
47	01-201-000-0000-6350	10.44	COBORNS	7306	Other Services & Charges
48	01-201-000-0000-6350	50.00	CAKE HOUSE	7306	Other Services & Charges
1440	VISA	135.24			3 Transactions
201	DEPT Total:	1,087.59	County Sheriff's Office	3 Vendors	9 Transactions

SCHWENDEMA
 3/29/13 11:17AM
 1 General Revenue Fund

***** McLeod County IFS *****

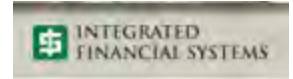


Audit List for Board AUDITOR'S VOUCHERS ENTRIES

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
251	DEPT			County Jail		
	1083 WEX BANK					
56	01-251-000-0000-6455		977.12	FUEL	32433180	Motor Fuels And Lubrication
	1083 WEX BANK		977.12	1 Transactions		
251	DEPT Total:		977.12	County Jail	1 Vendors	1 Transactions

SCHWENDEMA
 3/29/13 11:17AM
 1 General Revenue Fund

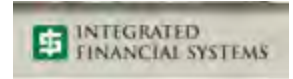
***** McLeod County IFS *****



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
255	DEPT		County Court Services		
	91 FRANKLIN PRINTING INC				
21	01-255-000-0000-6403		DESK CALENDAR PROBATION	062038	Printed Paper Supplies
	91 FRANKLIN PRINTING INC	4.16	1 Transactions		
255	DEPT Total:	4.16	County Court Services	1 Vendors	1 Transactions

***** McLeod County IFS *****



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
485	DEPT		County Public Health Nursing		
	83 AT&T MOBILITY				
1	01-485-472-0000-6203		WIRELESS USAGE	X03232013	Communications
2	01-485-474-0000-6203		WIRELESS USAGE	X03232013	Communications
	83 AT&T MOBILITY			2 Transactions	
485	DEPT Total:		61.46 County Public Health Nursing	1 Vendors	2 Transactions



Vendor	<u>Name</u>	<u>Rpt</u>		<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
	<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>On Behalf of Name</u>
					<u>Paid On Bhf #</u>	
520	DEPT			County Park's		
	1160	MCLEOD COUNTY AUDITOR TREASURER				
23		01-520-000-0000-6350		262.50	2006 ALUMA TRAILER	Other Services & Charges
	1160	MCLEOD COUNTY AUDITOR TREASURER		262.50	1 Transactions	
520	DEPT Total:			262.50	County Park's	1 Vendors 1 Transactions
1	Fund Total:			7,627.53	General Revenue Fund	23 Transactions

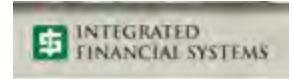
SCHWENDEMA
 3/29/13 11:17AM
 3 Road & Bridge Fund

***** McLeod County IFS *****



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

	<u>Vendor Name</u>	<u>Rpt</u>		<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
0	DEPT			...		
	2811 CNA GROUP LONG TERM CARE					
10	03-000-000-0000-2048		152.07	LONG TERM CARE HWY FD	1184451	Long Term Care Payable
				04/01/2013 04/30/2013		
	2811 CNA GROUP LONG TERM CARE		152.07	1 Transactions		
	4547 FIDELITY SECURITY LIFE INSURANCE CO					
14	03-000-000-0000-2044		18.99	VISION PREMIUM HWY FD		Vision Insurance Payable
				04/01/2013 04/30/2013		
	4547 FIDELITY SECURITY LIFE INSURANCE CO		18.99	1 Transactions		
0	DEPT Total:		171.06	...	2 Vendors	2 Transactions



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Amount	Service Dates	On Behalf of Name
				Paid On Bhf #	
320	DEPT		Highway Construction		
1356	WSB & ASSOCIATES INC				
57	03-320-000-0000-6647		27,865.65	PROF JOB 1153 MILL & OVERLAY	9 Joint Road Projects
				02/01/2013 02/28/2013	
58	03-320-000-0000-6647		8,998.37	PROF JOB 1153 ROUNDABOUT	9 Joint Road Projects
				02/01/2013 02/28/2013	
1356	WSB & ASSOCIATES INC		36,864.02		2 Transactions
320	DEPT Total:		36,864.02	Highway Construction	1 Vendors 2 Transactions

***** McLeod County IFS *****



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
340	DEPT					
	1803 FASTENAL COMPANY					
59	03-340-000-0000-6425		3.22	PARTS	99802	Repair And Maintenance Supplies
	1803 FASTENAL COMPANY		3.22	1 Transactions		
340	DEPT Total:		3.22	Highway Equipment Maintenance	1 Vendors	1 Transactions
3	Fund Total:		37,038.30	Road & Bridge Fund		5 Transactions

SCHWENDEMA
 3/29/13 11:17AM
 5 Solid Waste Fund

***** McLeod County IFS *****



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Amount	Service Dates	On Behalf of Name
				Paid On Bhf #	
391	DEPT		Solid Waste Tip Fee		
4547	FIDELITY SECURITY LIFE INSURANCE CO				
15	05-391-000-0000-2044		12.78	VISION PREMIUM SW FD	Vision Insurance Payable
				04/01/2013 04/30/2013	
4547	FIDELITY SECURITY LIFE INSURANCE CO		12.78	1 Transactions	
307	SCHAUER & SONS CONSTRUCTION INC				
63	05-391-000-0000-6561		7,874.84	PESTICIDE ROOM	Repair And Maintenance-Other
307	SCHAUER & SONS CONSTRUCTION INC		7,874.84	1 Transactions	
391	DEPT Total:		7,887.62	Solid Waste Tip Fee	2 Vendors 2 Transactions



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
393	DEPT		Materials Recovery Facility		
4547	FIDELITY SECURITY LIFE INSURANCE CO				
16	05-393-000-0000-2044	18.99	VISION PREMIUM MRF FD		Vision Insurance Payable
			04/01/2013 04/30/2013		
4547	FIDELITY SECURITY LIFE INSURANCE CO	18.99		1 Transactions	
4170	WASTE MANAGEMENT OF WI MN				
35	05-393-000-0000-6269	68.20	ILLEGAL DUMP DISPOSAL	99001702-2	Contracts
34	05-393-000-0000-6257	171.66	RECYCLE RESIDUE GARBAGE	9916-1702-8	Sewer, Water And Garbage Removal
4170	WASTE MANAGEMENT OF WI MN	239.86		2 Transactions	
393	DEPT Total:	258.85	Materials Recovery Facility	2 Vendors	3 Transactions
5	Fund Total:	8,146.47	Solid Waste Fund		5 Transactions



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
420	DEPT		Income Maintenance		
2811	CNA GROUP LONG TERM CARE				
11	11-420-000-0000-2048		LONG TERM CARE WELFARE FD	1184451	Long Term Care Payable
		162.64	04/01/2013 04/30/2013		
2811	CNA GROUP LONG TERM CARE		1 Transactions		
		162.64			
4547	FIDELITY SECURITY LIFE INSURANCE CO				
17	11-420-000-0000-2044		VISION PREMIUM INC MAINT FD		Vision Insurance Payable
		33.73	04/01/2013 04/30/2013		
4547	FIDELITY SECURITY LIFE INSURANCE CO		1 Transactions		
		33.73			
420	DEPT Total:		Income Maintenance	2 Vendors	2 Transactions
		196.37			



Vendor	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
430	DEPT		Individual and Family Social Services		
2811	CNA GROUP LONG TERM CARE				
12	11-430-000-0000-2048	184.57	LONG TERM CARE INC MAINT FD	1184451	Long Term Care Payable
			04/01/2013 04/30/2013		
2811	CNA GROUP LONG TERM CARE	184.57	1 Transactions		
4547	FIDELITY SECURITY LIFE INSURANCE CO				
18	11-430-000-0000-2044	49.20	VISION PREMIUM WELFARE FD		Vision Insurance Payable
			04/01/2013 04/30/2013		
4547	FIDELITY SECURITY LIFE INSURANCE CO	49.20	1 Transactions		
430	DEPT Total:	233.77	Individual and Family Social Services	2 Vendors	2 Transactions
11	Fund Total:	430.14	Human Service Fund		4 Transactions

***** McLeod County IFS *****



SCHWENDEMA

3/29/13 11:17AM

25 Special Revenue Fund

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 18

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
32	DEPT		McLeod For Tomorrow		
	6382 LESTER PRAIRIE SPORTSMENS CLUB				
22	25-032-000-0000-6350		MCLEOD TOMORROW ALUMNI RENT		Leadership Program Expenses
		100.00	04/18/2012 04/18/2012		
	6382 LESTER PRAIRIE SPORTSMENS CLUB		1 Transactions		
		100.00			
32	DEPT Total:		McLeod For Tomorrow	1 Vendors	1 Transactions
		100.00			

***** McLeod County IFS *****



SCHWENDEMA

3/29/13 11:17AM

25 Special Revenue Fund

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 19

Vendor	<u>Name</u>	<u>Rpt</u>		<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
223	DEPT			D.A.R.E. Program		
6257	CREATIVE PRODUCT SOURCING INC DAI					
42	25-223-000-0000-6350		155.25	DARE SUPPLIES	55711	Other Services & Charges
6257	CREATIVE PRODUCT SOURCING INC DAI		155.25	1 Transactions		
1440	VISA					
49	25-223-000-0000-6350		55.35	CASHWISE	7306	Other Services & Charges
1440	VISA		55.35	1 Transactions		
223	DEPT Total:		210.60	D.A.R.E. Program	2 Vendors	2 Transactions



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
252	DEPT		Jail Canteen Account		
	1375 GREAT AMERICAN OPPORTUNITIES INC				
43	25-252-000-0000-6450		HEALTH MAGAZINE	0604	Subscriptions
44	25-252-000-0000-6450		MIDWEST LIVING MAGAZINE	0604	Subscriptions
45	25-252-000-0000-6450		PARENT & CHILD MAGAZINE	0604	Subscriptions
46	25-252-000-0000-6450		PROCESSING FEES	0604	Subscriptions
	1375 GREAT AMERICAN OPPORTUNITIES INC		4 Transactions		
252	DEPT Total:		Jail Canteen Account	1 Vendors	4 Transactions

***** McLeod County IFS *****



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3/29/13 11:17AM

25 Special Revenue Fund

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 21

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
602	DEPT		SSTS BISCAY			
	1147 WENCK ASSOCIATES INC					
51	25-602-000-0000-6350		1,263.86	BISCAY CITY PROJECT COSTS	1202118	Other Services & Charges
52	25-602-000-0000-6350		5,385.39	BISCAY CITY PROJECT COSTS	1202644	Other Services & Charges
53	25-602-000-0000-6350		1,866.00	BISCAY CITY PROJECT COSTS	1203132	Other Services & Charges
54	25-602-000-0000-6350		2,143.60	BISCAY CITY PROJECT COSTS	1203685	Other Services & Charges
55	25-602-000-0000-6350		2,125.40	BISCAY CITY PROJECT COSTS	1204652	Other Services & Charges
	1147 WENCK ASSOCIATES INC		12,784.25	5 Transactions		
602	DEPT Total:		12,784.25	SSTS BISCAY	1 Vendors	5 Transactions

***** McLeod County IFS *****



SCHWENDEMA

3/29/13 11:17AM

25 Special Revenue Fund

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 22

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
886	DEPT		County Feedlot Program		
2589	SHI INTERNATIONAL CORP				
28	25-886-000-0000-6612		ACROBAT XI STD DM & MC	B00983318	Capital - \$100-\$5,000 (Inventory)
2589	SHI INTERNATIONAL CORP		1 Transactions		
886	DEPT Total:		382.61 County Feedlot Program	1 Vendors	1 Transactions
25	Fund Total:		13,537.21 Special Revenue Fund		13 Transactions

***** McLeod County IFS *****



SCHWENDEMA

3/29/13 11:17AM

82 Community Health Service

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 23

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
862	DEPT			SHIP		
	5576 BACHMAN/MARY					
3	82-862-000-0000-6121		980.00	SHIP GRANT TIME		Personnel Wages
	5576 BACHMAN/MARY		980.00	1 Transactions		
862	DEPT Total:		980.00	SHIP	1 Vendors	1 Transactions
82	Fund Total:		980.00	Community Health Service Fun		1 Transactions

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 3/29/13 11:17AM
 84 Supporting Hands N F P Fl

***** McLeod County IFS *****



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
490	DEPT		Supporting Hands Nurse Family Partner:		
4547	FIDELITY SECURITY LIFE INSURANCE CO				
19	84-490-000-0000-2044	14.20	VISION PREMIUM SHNFP FD		Vision Insurance Payable
			04/01/2013 04/30/2013		
4547	FIDELITY SECURITY LIFE INSURANCE CO	14.20		1 Transactions	
932	RENVILLE CO PUBLIC HEALTH				
26	84-490-000-0000-6269	2,484.49	STAFF FEB 20133	476	Contracts
932	RENVILLE CO PUBLIC HEALTH	2,484.49		1 Transactions	
490	DEPT Total:	2,498.69	Supporting Hands Nurse Family Partne	2 Vendors	2 Transactions



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Amount	Service Dates	On Behalf of Name
				Paid On Bhf #	
493	DEPT		MIECHV		
	4700 DOUGLAS COUNTY PUBLIC HEALTH				
60	84-493-000-0000-6269		1,000.00	SUPPORT STAFF	Contracts
61	84-493-000-0000-6402		360.91	OFFICE SUPPLIES	Office Supplies
62	84-493-000-0000-6403		600.00	PRINTED SUPPLIES	Printed Paper Supplies
				01/09/2013 03/31/2013	
	4700 DOUGLAS COUNTY PUBLIC HEALTH		1,960.91	3 Transactions	
	4547 FIDELITY SECURITY LIFE INSURANCE CO				
20	84-493-000-0000-2044		6.21	VISION PREMIUM SHNFP FD	Vision Insurance Payable
				04/01/2013 04/30/2013	
	4547 FIDELITY SECURITY LIFE INSURANCE CO		6.21	1 Transactions	
	932 RENVILLE CO PUBLIC HEALTH				
27	84-493-000-0000-6269		199.56	STAFF FEB 2013	475 Contracts
	932 RENVILLE CO PUBLIC HEALTH		199.56	1 Transactions	
	1440 VISA				
33	84-493-000-0000-6402		353.25	BRIGGS CORPORATION	Office Supplies
32	84-493-000-0000-6612		840.40	THE COMPETITIVE EDGE COM	Captial - \$100-\$5,000 (Inventory)
	1440 VISA		1,193.65	2 Transactions	
493	DEPT Total:		3,360.33	MIECHV	4 Vendors 7 Transactions
84	Fund Total:		5,859.02	Supporting Hands N F P Fund	9 Transactions

***** McLeod County IFS *****



SCHWENDEMA

3/29/13 11:17AM

86 Trust and Agency Fund

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 26

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
975	DEPT		DNR Clearing Account			
	509 MINNESOTA DNR					
25	86-975-000-0000-6850		836.50	DNR		Collections For Other Agencies
				03/19/2013 03/25/2013		
	509 MINNESOTA DNR		836.50		1 Transactions	
975	DEPT Total:		836.50	DNR Clearing Account	1 Vendors	1 Transactions

***** McLeod County IFS *****



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3/29/13 11:17AM

86 Trust and Agency Fund

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Amount	Service Dates	On Behalf of Name
				Paid On Bhf #	
976	DEPT		Game & Fish Clearing Account		
	509 MINNESOTA DNR				
24	86-976-000-0000-6850		138.00	G & F	Collections For Other Agencies
				03/19/2013 03/25/2013	
	509 MINNESOTA DNR		138.00	1 Transactions	
976	DEPT Total:		138.00	Game & Fish Clearing Account	1 Vendors 1 Transactions
86	Fund Total:		974.50	Trust and Agency Fund	2 Transactions

***** McLeod County IFS *****



SCHWENDEMA

3/29/13 11:17AM

87 Tax and Penalty Fund

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 28

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
980	DEPT		Tax Collections		
	1376 BOMBECK/ROBERTA				
4	87-980-000-0000-6810		2011 MOBILE HOME TAX IN ERROR	#23.999.4142	Refunds And Reimbursements
	1376 BOMBECK/ROBERTA		275.18		
			275.18		1 Transactions
980	DEPT Total:		275.18	Tax Collections	1 Vendors 1 Transactions
87	Fund Total:		275.18	Tax and Penalty Fund	1 Transactions

***** McLeod County IFS *****



SCHWENDEMA

3/29/13 11:17AM

87 Tax and Penalty Fund

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 29

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>
			<u>On Behalf of Name</u>	
Final Total:		74,868.35	41 Vendors	63 Transactions

***** McLeod County IFS *****



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	7,627.53	General Revenue Fund	
	3	37,038.30	Road & Bridge Fund	
	5	8,146.47	Solid Waste Fund	
	11	430.14	Human Service Fund	
	25	13,537.21	Special Revenue Fund	
	82	980.00	Community Health Service Fund	
	84	5,859.02	Supporting Hands N F P Fund	
	86	974.50	Trust and Agency Fund	
	87	275.18	Tax and Penalty Fund	
All Funds		74,868.35	Total	Approved by,
			
			

***** McLeod County IFS *****



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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 1

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

Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
0	DEPT			...		
32	1241 MADISON NATIONAL LIFE 01-000-000-0000-2041		1,092.70	STD PREMIUM GENERAL FD 04/01/2013 04/30/2013		Short Term Disability Payable
24	01-000-000-0000-2050		1,215.30	LTD PREMIUM GENERAL FD 04/01/2013 04/30/2013		Long Term Disability Payable
	1241 MADISON NATIONAL LIFE		2,308.00	2 Transactions		
6	3028 MINNESOTA CHILD SUPPORT PAYMENT 01-000-000-0000-2056		303.64	CHILD SUPPORT 04/03/2013 04/03/2013	001124208702	Child Support Garnishment Payable
9	01-000-000-0000-2056		106.59	CHILD SUPPORT 04/03/2013 04/03/2013	001436294701	Child Support Garnishment Payable
8	01-000-000-0000-2056		106.13	CHILD SUPPORT 04/03/2013 04/03/2013	001439921102	Child Support Garnishment Payable
5	01-000-000-0000-2056		246.42	CHILD SUPPORT 04/03/2013 04/03/2013	001447664801	Child Support Garnishment Payable
7	01-000-000-0000-2056		170.74	CHILD SUPPORT 04/03/2013 04/03/2013	001499730601	Child Support Garnishment Payable
10	01-000-000-0000-2056		294.87	CHILD SUPPORT 04/03/2013 04/03/2013	001527027301	Child Support Garnishment Payable
	3028 MINNESOTA CHILD SUPPORT PAYMENT		1,228.39	6 Transactions		
58	940 SIMPLE BENEFIT PLAN ADMINISTRATOR: 01-000-000-0000-2051		5,254.78	DENTAL PREMIUM 05/01/2013 05/31/2013	MCLEOD 364	Dental Insurance Payable
71	01-000-000-0000-2054		49.00	DENTAL PREMIUM 05/01/2013 05/01/2013	MCLEOD 364	Cobra Dental Insurance Payable
	940 SIMPLE BENEFIT PLAN ADMINISTRATOR:		5,303.78	2 Transactions		
0	DEPT Total:		8,840.17	...	3 Vendors	10 Transactions
13	DEPT			Court Administrator's Office		
74	812 GAVIN OLSON WINTERS TWISS THIEMAN 01-013-000-0000-6272		93.75	CT APPT AN EP JV-12-104	20120233-000M	Court Appt Atty-Dep/Neg/Ter
75	01-013-000-0000-6272		86.25	CT APPT AG AR JV-12-253	20120419-000M	Court Appt Atty-Dep/Neg/Ter
76	01-013-000-0000-6272		150.00	CT APPT LA KJ FS JV-13-18	2013055-000M	Court Appt Atty-Dep/Neg/Ter
	812 GAVIN OLSON WINTERS TWISS THIEMAN		330.00	3 Transactions		

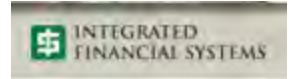


Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
283	GLENCOE LAW OFFICE				
84	01-013-000-0000-6272		401.25	CT APPT KL JV-12-108	158 Court Appt Atty-Dep/Neg/Ter
86	01-013-000-0000-6272		78.75	CT APPT NG NK	159 Court Appt Atty-Dep/Neg/Ter
85	01-013-000-0000-6272		168.75	CT APPT RW CG DM	176 Court Appt Atty-Dep/Neg/Ter
283	GLENCOE LAW OFFICE		648.75	3 Transactions	
377	THE LAW OFFICE OF TROY A SCOTTING				
79	01-013-000-0000-6273		15.00	CT APPT JM	FA-08-1883 Court Appt Atty-Other
80	01-013-000-0000-6273		375.00	CT APPT RW	FA-12-1638 Court Appt Atty-Other
81	01-013-000-0000-6272		15.00	CT APPT RR BR DR	JV-11-227 Court Appt Atty-Dep/Neg/Ter
82	01-013-000-0000-6272		157.50	CT APPT AG AR	JV-12-253 Court Appt Atty-Dep/Neg/Ter
83	01-013-000-0000-6272		1,440.00	CT APPT RD JC EC	JV-13-42 Court Appt Atty-Dep/Neg/Ter
377	THE LAW OFFICE OF TROY A SCOTTING		2,002.50	5 Transactions	
13	DEPT Total:		2,981.25	Court Administrator's Office	3 Vendors 11 Transactions
76	DEPT			Central Services - County Wide	
11580	CENTURYLINK				
4	01-076-000-0000-6203		1,256.32	LONG DISTANCE	320439462 Communications
11580	CENTURYLINK		1,256.32	1 Transactions	
5771	NU-TELECOM				
19	01-076-000-0000-6203		2,103.74	T1 EXT PRI SW B1	80879134 Communications
5771	NU-TELECOM		2,103.74	1 Transactions	
76	DEPT Total:		3,360.06	Central Services - County Wide	2 Vendors 2 Transactions
103	DEPT			County Assessor's Office	
1440	VISA				
44	01-103-000-0000-6245		80.00	MN ASSN OF ASSESSORS	BD Dues And Registration Fees
43	01-103-000-0000-6245		80.00	MN ASSN OF ASSESSORS	JS Dues And Registration Fees
45	01-103-000-0000-6245		80.00	MN ASSN OF ASSESSORS	RJ Dues And Registration Fees
42	01-103-000-0000-6245		80.00	MN ASSN OF ASSESSORS	SS Dues And Registration Fees
1440	VISA		320.00	4 Transactions	
103	DEPT Total:		320.00	County Assessor's Office	1 Vendors 4 Transactions
201	DEPT			County Sheriff's Office	



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
3	5906 CENTURYLINK 01-201-000-0000-6203		PHONE CHARGES 03/18/2013 04/17/2013	313138411	Communications
	5906 CENTURYLINK	46.99		1 Transactions	
51	5771 NU-TELECOM 01-201-000-0000-6203		111-2290 SPEC ACC VOICE 04/01/2013 04/30/2013	80898770	Communications
	5771 NU-TELECOM	146.22		1 Transactions	
201	DEPT Total:	193.21	County Sheriff's Office	2 Vendors	2 Transactions
485	DEPT		County Public Health Nursing		
73	5246 MORROW/CARMEN 01-485-000-0000-6350		26 HRS 03/16/2013 03/31/2013		Other Services & Charges
	5246 MORROW/CARMEN	624.00		1 Transactions	
72	295 STATE OF MN TREASURER 01-485-000-0000-6359		1ST QTR 2013 MN CARE TAX		Miscellaneous Charges
	295 STATE OF MN TREASURER	2,727.16		1 Transactions	
89	389 THE ARC UNITED 01-485-000-0000-6245		REG CONF AUTISM J SMITH		Dues And Registration Fees
	389 THE ARC UNITED	40.00		1 Transactions	
485	DEPT Total:	3,391.16	County Public Health Nursing	3 Vendors	3 Transactions
501	DEPT		Culture & Recreation		
41	1304 PIONEERLAND LIBRARY SYSTEM 01-501-000-0000-6877		1ST QTR ALLOCATION		Allocation-Pioneerland Library System
	1304 PIONEERLAND LIBRARY SYSTEM	46,878.25		1 Transactions	
501	DEPT Total:	46,878.25	Culture & Recreation	1 Vendors	1 Transactions
520	DEPT		County Park's		
2	5906 CENTURYLINK 01-520-000-0000-6203		525 CARETAKER OFFICE PHONE	313540758	Communications
		55.28			

***** McLeod County IFS *****

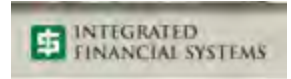


Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
1	01-520-000-0000-6203		54.83	525 SHOP	314102204	Communications
	5906 CENTURYLINK		110.11	2 Transactions		
	5771 NU-TELECOM					
18	01-520-000-0000-6203		38.51	PIEPENBURG 587-2082	80879134	Communications
	5771 NU-TELECOM		38.51	1 Transactions		
520	DEPT Total:		148.62	County Park's	2 Vendors	3 Transactions
603	DEPT			County Extension		
	1129 KDUZ AM KARP FM RADIO					
46	01-603-000-0000-6203		136.00	RADIO AD	13455-1	Communications
	1129 KDUZ AM KARP FM RADIO		136.00	1 Transactions		
603	DEPT Total:		136.00	County Extension	1 Vendors	1 Transactions
1	Fund Total:		66,248.72	General Revenue Fund		37 Transactions



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
0	DEPT			...		
33	1241 MADISON NATIONAL LIFE 03-000-000-0000-2041		20.30	STD PREMIUM HWY FD 04/01/2013 04/30/2013		Short Term Disability Payable
25	03-000-000-0000-2050		92.60	LTD PREMIUM HWY FD 04/01/2013 04/30/2013		Long Term Disability Payable
	1241 MADISON NATIONAL LIFE		112.90	2 Transactions		
11	3028 MINNESOTA CHILD SUPPORT PAYMENT 03-000-000-0000-2056		255.07	CHILD SUPPORT 04/03/2013 04/03/2013	001253574102	Child Support Garnishment Payable
	3028 MINNESOTA CHILD SUPPORT PAYMENT		255.07	1 Transactions		
59	940 SIMPLE BENEFIT PLAN ADMINISTRATOR: 03-000-000-0000-2051		786.00	DENTAL PREMIUM 05/01/2013 05/31/2013	MCLEOD 364	Dental Insurance Payable
	940 SIMPLE BENEFIT PLAN ADMINISTRATOR:		786.00	1 Transactions		
0	DEPT Total:		1,153.97	...	3 Vendors	4 Transactions
330	DEPT			Highway Administration		
96	1174 BRAUN INTERTEC CORPORATION 03-330-000-0000-6610		7,232.00	PROF SVC SL LP SHOP	367030	Capital - Over \$5,000 (Fixed Assets)
	1174 BRAUN INTERTEC CORPORATION		7,232.00	1 Transactions		
330	DEPT Total:		7,232.00	Highway Administration	1 Vendors	1 Transactions
340	DEPT			Highway Equipment Maintenance		
103	5906 CENTURYLINK 03-340-000-0000-6203		30.48	TELEPHONE SL	3203272214110	Communications
104	03-340-000-0000-6203		5.72	TELEPHONE SL	3203272214110	Communications
105	03-340-000-0000-6203		44.95	TELEPHONE SL	3203272214110	Communications
100	03-340-000-0000-6203		29.73	TELEPHONE BROWNTON	3203285317183	Communications
101	03-340-000-0000-6203		5.72	TELEPHONE BROWNTON	3203285317183	Communications
102	03-340-000-0000-6203		44.95	TELEPHONE BROWNTON	3203285317183	Communications
97	03-340-000-0000-6203		31.17	TELEPHONE LP	3203952071067	Communications
98	03-340-000-0000-6203		5.72	TELEPHONE LP	3203952071067	Communications
99	03-340-000-0000-6203		44.95	TELEPHONE LP	3203952071067	Communications



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
5906	CENTURYLINK		243.39	9 Transactions		
32	CITY OF BROWNTON					
106	03-340-000-0000-6253		94.13	ELECTRIC	1AVS000208	Electricity
107	03-340-000-0000-6257		59.85	WATER SEWER	1AVS000208	Sewer, Water And Garbage Removal
32	CITY OF BROWNTON		153.98	2 Transactions		
3216	FARM RITE EQUIPMENT INC					
95	03-340-000-0000-6610		45,267.27	BOBCAT COMPACT LOADER 7409	46606	Capital - Over \$5,000 (Fixed Assets)
3216	FARM RITE EQUIPMENT INC		45,267.27	1 Transactions		
2038	WASTE MANAGEMENT OF WI MN					
94	03-340-000-0000-6257		19.42	GARBAGE REMOVAL SL	6373896-1593-0	Sewer, Water And Garbage Removal
93	03-340-000-0000-6257		37.04	GARBAGE REMOVAL GLENCOE	6373897-1593-8	Sewer, Water And Garbage Removal
92	03-340-000-0000-6257		50.59	GARBAGE REMOVAL LP	6373899-1593-4	Sewer, Water And Garbage Removal
2038	WASTE MANAGEMENT OF WI MN		107.05	3 Transactions		
340	DEPT Total:		45,771.69	Highway Equipment Maintenance	4 Vendors	15 Transactions
3	Fund Total:		54,157.66	Road & Bridge Fund		20 Transactions



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
391	DEPT			Solid Waste Tip Fee		
60	940 SIMPLE BENEFIT PLAN ADMINISTRATOR: 05-391-000-0000-2051		204.50	DENTAL PREMIUM 05/01/2013 05/31/2013	MCLEOD 364	Dental Insurance Payable
	940 SIMPLE BENEFIT PLAN ADMINISTRATOR:		204.50	1 Transactions		
23	2038 WASTE MANAGEMENT OF WI MN 05-391-000-0000-6257		21.11	ORGANICS DISPOSAL 04/01/2013 04/30/2013	6373904-1593-2	Sewer, Water And Garbage Removal
	2038 WASTE MANAGEMENT OF WI MN		21.11	1 Transactions		
391	DEPT Total:		225.61	Solid Waste Tip Fee	2 Vendors	2 Transactions
393	DEPT			Materials Recovery Facility		
21	1384 ATHC HUTCHINSON 05-393-000-0000-6412		2,261.90	MARCH PRODUCT		Fiber Recovery
	1384 ATHC HUTCHINSON		2,261.90	1 Transactions		
22	1385 ATHC WATERTOWN 05-393-000-0000-6412		6,532.45	MARCH PRODUCT		Fiber Recovery
	1385 ATHC WATERTOWN		6,532.45	1 Transactions		
34	1241 MADISON NATIONAL LIFE 05-393-000-0000-2041		17.40	STD PREMIUM MRF FD 04/01/2013 04/30/2013		Short Term Disability Payable
26	05-393-000-0000-2050		12.32	LTD PREMIUM SW FD 04/01/2013 04/30/2013		Long Term Disability Payable
	1241 MADISON NATIONAL LIFE		29.72	2 Transactions		
91	4370 MCLEOD COUNTY ALUMINUM REDEMPT 05-393-000-0000-6411		2,292.00	REPLENISH CKS 29767-29816 03/12/2013 03/26/2013		Aluminum Recovery
	4370 MCLEOD COUNTY ALUMINUM REDEMPT		2,292.00	1 Transactions		
61	940 SIMPLE BENEFIT PLAN ADMINISTRATOR: 05-393-000-0000-2051		126.00	DENTAL PREMIUM 05/01/2013 05/31/2013	MCLEOD 364	Dental Insurance Payable
	940 SIMPLE BENEFIT PLAN ADMINISTRATOR:		126.00	1 Transactions		



Vendor No.	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
					Service Dates	Paid On Bhf #	On Behalf of Name
393	DEPT Total:			11,242.07	Materials Recovery Facility	5 Vendors	6 Transactions
397	DEPT				Household Hazardous Waste		
27	1241 MADISON NATIONAL LIFE 05-397-000-0000-2050			5.30	LTD PREMIUM HHW FD 04/01/2013 04/30/2013		Long Term Disability Payable
	1241 MADISON NATIONAL LIFE			5.30		1 Transactions	
62	940 SIMPLE BENEFIT PLAN ADMINISTRATOR: 05-397-000-0000-2051			59.50	DENTAL PREMIUM 05/01/2013 05/31/2013	MCLEOD 364	Dental Insurance Payable
	940 SIMPLE BENEFIT PLAN ADMINISTRATOR:			59.50		1 Transactions	
397	DEPT Total:			64.80	Household Hazardous Waste	2 Vendors	2 Transactions
5	Fund Total:			11,532.48	Solid Waste Fund		10 Transactions

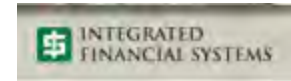


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4/5/13 12:23PM
11 Human Service Fund

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
420	DEPT		Income Maintenance		
1241	MADISON NATIONAL LIFE				
35	11-420-000-0000-2041		105.20	STD PREMIUM INC MAINT FD	Short Term Disability Payable
				04/01/2013 04/30/2013	
28	11-420-000-0000-2050		129.51	LTD PREMIUM INC MAINT FD	Long Term Disability Payable
				04/01/2013 04/30/2013	
1241	MADISON NATIONAL LIFE		234.71	2 Transactions	
940	SIMPLE BENEFIT PLAN ADMINISTRATOR:				
63	11-420-000-0000-2051		411.80	DENTAL PREMIUM	Dental Insurance Payable
				05/01/2013 05/01/2013	
940	SIMPLE BENEFIT PLAN ADMINISTRATOR:		411.80	1 Transactions	
420	DEPT Total:		646.51	Income Maintenance	2 Vendors 3 Transactions
430	DEPT		Individual and Family Social Services		
1241	MADISON NATIONAL LIFE				
36	11-430-000-0000-2041		488.40	STD PREMIUM WELFARE FD	Short Term Disability Payable
				04/01/2013 04/30/2013	
29	11-430-000-0000-2050		285.22	LTD PREMIUM WELFARE FD	Long Term Disability Payable
				04/01/2013 04/30/2013	
1241	MADISON NATIONAL LIFE		773.62	2 Transactions	
3028	MINNESOTA CHILD SUPPORT PAYMENT				
12	11-430-000-0000-2056		40.34	CHILD SUPPORT	Child Support Garnishment Payable
				04/03/2013 04/03/2013	
3028	MINNESOTA CHILD SUPPORT PAYMENT		40.34	1 Transactions	
940	SIMPLE BENEFIT PLAN ADMINISTRATOR:				
64	11-430-000-0000-2051		2,177.20	DENTAL PREMIUM	Dental Insurance Payable
				05/01/2013 05/01/2013	
940	SIMPLE BENEFIT PLAN ADMINISTRATOR:		2,177.20	1 Transactions	
430	DEPT Total:		2,991.16	Individual and Family Social Services	3 Vendors 4 Transactions
11	Fund Total:		3,637.67	Human Service Fund	7 Transactions

***** McLeod County IFS *****



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4/5/13 12:23PM

25 Special Revenue Fund

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
15	DEPT		Law Library			
87	6 MATTHEW BENDER & CO INC		105.84	MN FAMILY LAW PRAC MNL#47	4419689X	Books
	25-015-000-0000-6451					
	6 MATTHEW BENDER & CO INC		105.84	1 Transactions		
	1393 MINNESOTA CONTINUING LEGAL EDUCA					
77	25-015-000-0000-6451		66.26	MN ST DIST CT CIVIL PRACTICE	568558	Books
	1393 MINNESOTA CONTINUING LEGAL EDUCA		66.26	1 Transactions		
15	DEPT Total:		172.10	Law Library	2 Vendors	2 Transactions
101	DEPT			County Recorder's Office		
52	5251 INFORMATION SYSTEMS CORP		3,056.63	ANNUAL MAINT AGREE KOFAX SCAN	23103	Other Services & Charges
	25-101-000-0000-6350					
	5251 INFORMATION SYSTEMS CORP		3,056.63	1 Transactions		
101	DEPT Total:		3,056.63	County Recorder's Office	1 Vendors	1 Transactions
252	DEPT			Jail Canteen Account		
78	5771 NU-TELECOM		89.77	CABLE	80897762	Jail Supplies
	25-252-000-0000-6460			04/01/2013 04/30/2013		
	5771 NU-TELECOM		89.77	1 Transactions		
88	4336 PEOPLE EN ESPANOL		26.40	33 ISSUES		Subscriptions
	25-252-000-0000-6450					
	4336 PEOPLE EN ESPANOL		26.40	1 Transactions		
252	DEPT Total:		116.17	Jail Canteen Account	2 Vendors	2 Transactions
285	DEPT			E-911 System Maintenance - Grant		
50	5771 NU-TELECOM		628.79	587-0405 E-911	80899311	Communications - Telephone Equipment
	25-285-000-0000-6203			04/01/2013 04/30/2013		
	5771 NU-TELECOM		628.79	1 Transactions		
54	590 WRIGHT LINE		171.43	SLATWALL MOUNTS	004050851	Other Services & Charges
	25-285-000-0000-6350					



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
53	25-285-000-0000-6612		HEAT PANELS ASSETS S02047-48	004050906	Capital - \$100-\$5,000 (Inventory)
	590 WRIGHT LINE		2 Transactions		
285	DEPT Total:		E-911 System Maintenance - Grant	2 Vendors	3 Transactions
612	DEPT		Shoreland - Grant		
940	SIMPLE BENEFIT PLAN ADMINISTRATOR:				
65	25-612-000-0000-2051		DENTAL PREMIUM	MCLEOD 364	Dental Insurance Payable
		5.76	05/01/2013 05/01/2013		
	940 SIMPLE BENEFIT PLAN ADMINISTRATOR:		1 Transactions		
612	DEPT Total:		Shoreland - Grant	1 Vendors	1 Transactions
613	DEPT		Water Resource Management - Grant		
940	SIMPLE BENEFIT PLAN ADMINISTRATOR:				
66	25-613-000-0000-2051		DENTAL PREMIUM	MCLEOD 364	Dental Insurance Payable
		2.98	05/01/2013 05/01/2013		
	940 SIMPLE BENEFIT PLAN ADMINISTRATOR:		1 Transactions		
613	DEPT Total:		Water Resource Management - Grant	1 Vendors	1 Transactions
614	DEPT		Wetlands Administration - Grant		
1129	KDUZ AM KARP FM RADIO				
47	25-614-000-0000-6350		RADIO AD	13405-1	Other Services & Charges
48	25-614-000-0000-6350		RADIO AD	13435-1	Other Services & Charges
	1129 KDUZ AM KARP FM RADIO		2 Transactions		
	940 SIMPLE BENEFIT PLAN ADMINISTRATOR:				
67	25-614-000-0000-2051		DENTAL PREMIUM	MCLEOD 364	Dental Insurance Payable
		20.97	05/01/2013 05/01/2013		
	940 SIMPLE BENEFIT PLAN ADMINISTRATOR:		1 Transactions		
614	DEPT Total:		Wetlands Administration - Grant	2 Vendors	3 Transactions
617	DEPT		Ag Programming		
137	HUTCHINSON LEADER				
49	25-617-000-0000-6350		FARAGE WORKSHOP AD	313300295	Other Services & Charges
		114.45			

***** McLeod County IFS *****



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4/5/13 12:23PM

25 Special Revenue Fund

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
137	HUTCHINSON LEADER				
		114.45		1 Transactions	
617	DEPT Total:	114.45	Ag Programming	1 Vendors	1 Transactions
807	DEPT		Designated for Capital Assets		
6108	MOTOROLA SOLUTIONS INC				
13	25-807-000-0000-6610	27,828.30	ARMER 5% OF CONTRACT	41178870	Capital - Over \$5,000 (Fixed Assets)
14	25-807-000-0000-6610	27,828.30	ARMER 5% OF CONTRACT	41178870	Capital - Over \$5,000 (Fixed Assets)
15	25-807-000-0000-6610	13,056.00	100% CHANGE ORDER 1	41178870	Capital - Over \$5,000 (Fixed Assets)
16	25-807-000-0000-6610	897.60	TAX ON CHANGE ORDER 1	41178870	Capital - Over \$5,000 (Fixed Assets)
17	25-807-000-0000-6610	45,204.00	100% WARRANTY ORDER 2	41178870	Capital - Over \$5,000 (Fixed Assets)
6108	MOTOROLA SOLUTIONS INC	114,814.20		5 Transactions	
20	268 QUADE ELECTRIC INC				
	25-807-000-0000-6610	2,000.00	ELEC UPGRADE APP #4	7318	Capital - Over \$5,000 (Fixed Assets)
	268 QUADE ELECTRIC INC	2,000.00		1 Transactions	
807	DEPT Total:	116,814.20	Designated for Capital Assets	2 Vendors	6 Transactions
886	DEPT		County Feedlot Program		
940	SIMPLE BENEFIT PLAN ADMINISTRATOR:				
68	25-886-000-0000-2051	3.51	DENTAL PREMIUM	MCLEOD 364	Dental Insurance Payable
			05/01/2013 05/01/2013		
940	SIMPLE BENEFIT PLAN ADMINISTRATOR:	3.51		1 Transactions	
886	DEPT Total:	3.51	County Feedlot Program	1 Vendors	1 Transactions
25	Fund Total:	121,563.66	Special Revenue Fund		21 Transactions

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 4/5/13 12:23PM
 82 Community Health Service

***** McLeod County IFS *****



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>
862 DEPT			SHIP	
718 BUERKLE/RHONDA				
55 82-862-000-0000-6121		2,000.00	SHIP GRANT TIME	Personnel Wages
57 82-862-000-0000-6203		23.95	SHIP COMMUNICATIONS	Communications
56 82-862-000-0000-6335		72.15	SHIP GRANT MILEAGE	Mileage Expense
718 BUERKLE/RHONDA		2,096.10	3 Transactions	
862 DEPT Total:		2,096.10	SHIP	1 Vendors 3 Transactions
82 Fund Total:		2,096.10	Community Health Service Fun	3 Transactions



Vendor No.	Name	Account/Formula	Rpt Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name
490	DEPT				Supporting Hands Nurse Family Partner:					
38	1241	MADISON NATIONAL LIFE		114.49	STD PREMIUM SHNFP FD	04/01/2013 04/30/2013				Short Term Disability Payable
31		84-490-000-0000-2041			LTD PREMIUM SHNFP FD	04/01/2013 04/30/2013				Long Term Disability Payable
		84-490-000-0000-2050		73.45						
	1241	MADISON NATIONAL LIFE		187.94						2 Transactions
69	940	SIMPLE BENEFIT PLAN ADMINISTRATOR:		17.51	DENTAL PREMIUM	05/01/2013 05/01/2013	MCLEOD 364			Dental Insurance Payable
		84-490-000-0000-2051								1 Transactions
	940	SIMPLE BENEFIT PLAN ADMINISTRATOR:		17.51						
490	DEPT Total:			205.45	Supporting Hands Nurse Family Partne		2 Vendors			3 Transactions
493	DEPT				MIECHV					
37	1241	MADISON NATIONAL LIFE		16.51	STD PREMIUM SPECIAL REV	04/01/2013 04/30/2013				Short Term Disability Payable
30		84-493-000-0000-2041			LTD PREMIUM SHNFP FD	04/01/2013 04/30/2013				Long Term Disability Payable
		84-493-000-0000-2050		11.58						
	1241	MADISON NATIONAL LIFE		28.09						2 Transactions
70	940	SIMPLE BENEFIT PLAN ADMINISTRATOR:		17.49	DENTAL PREMIUM	05/01/2013 05/01/2013	MCLEOD 364			Dental Insurance Payable
		84-493-000-0000-2051								1 Transactions
	940	SIMPLE BENEFIT PLAN ADMINISTRATOR:		17.49						
493	DEPT Total:			45.58	MIECHV		2 Vendors			3 Transactions
84	Fund Total:			251.03	Supporting Hands N F P Fund					6 Transactions



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
205	DEPT		Carry Conceal Permit			
	3781 BUREAU OF CRIMINAL APPREHENSION					
90	86-205-000-0000-6850		1,215.00	JANUARY THRU MARCH 2013	43-000036	Collections For Other Agencies
	3781 BUREAU OF CRIMINAL APPREHENSION		1,215.00	1 Transactions		
205	DEPT Total:		1,215.00	Carry Conceal Permit	1 Vendors	1 Transactions
975	DEPT			DNR Clearing Account		
	509 MINNESOTA DNR					
40	86-975-000-0000-6850		761.00	DNR		Collections For Other Agencies
	509 MINNESOTA DNR		761.00	03/26/2013 04/01/2013	1 Transactions	
975	DEPT Total:		761.00	DNR Clearing Account	1 Vendors	1 Transactions
976	DEPT			Game & Fish Clearing Account		
	509 MINNESOTA DNR					
39	86-976-000-0000-6850		189.00	G & F		Collections For Other Agencies
	509 MINNESOTA DNR		189.00	03/26/2013 04/01/2013	1 Transactions	
976	DEPT Total:		189.00	Game & Fish Clearing Account	1 Vendors	1 Transactions
86	Fund Total:		2,165.00	Trust and Agency Fund		3 Transactions
	Final Total:		261,652.32	63 Vendors	107 Transactions	

***** McLeod County IFS *****



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	66,248.72	General Revenue Fund	
	3	54,157.66	Road & Bridge Fund	
	5	11,532.48	Solid Waste Fund	
	11	3,637.67	Human Service Fund	
	25	121,563.66	Special Revenue Fund	
	82	2,096.10	Community Health Service Fund	
	84	251.03	Supporting Hands N F P Fund	
	86	2,165.00	Trust and Agency Fund	
	All Funds	261,652.32	Total	Approved by,
			
			

CERTIFICATE OF COUNTY AUDITOR

I hereby certify that the foregoing confession of judgment contains a true and correct statement of the delinquent taxes, penalties, interest, and costs against the parcel of real property therein described.

4-1-13
Date

Cindy Schultz
Cindy Schultz
McLeod County Auditor

(Seal)

TAX JUDGMENT UNDER CONFESSION OF JUDGMENT

Pursuant to the terms of the foregoing confession of judgment, tax judgment is hereby entered for the sum of

\$ _____

Date

Karen Messner
Court Administrator
1st Judicial District

(Seal)

CERTIFICATE OF DISTRICT COURT ADMINISTRATOR

I hereby certify that the foregoing is a true and correct copy of the original tax judgment on file in my office.

Date

Karen Messner
Court Administrator
1st Judicial District

(Seal)



REBECCA OTTO
STATE AUDITOR

STATE OF MINNESOTA

OFFICE OF THE STATE AUDITOR

SUITE 500
525 PARK STREET
SAINT PAUL, MN 55103-2139

(651) 296-2551 (Voice)
(651) 296-4755 (Fax)
state.auditor@state.mn.us (E-Mail)
1-800-627-3529 (Relay Service)

January 4, 2013

The Honorable Cindy Schultz
McLeod County Auditor
McLeod County Government Center
2385 Hennepin Avenue North
Glencoe, Minnesota 55336

Members of the Board of Commissioners
County Administrator
Human Services Director
McLeod County

We are pleased to confirm our understanding of the services we are to provide pursuant to Minn. Stat. § 6.48 for McLeod County for the year ended December 31, 2012. We will audit the financial statements of the governmental activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information, which collectively comprise the basic financial statements, of McLeod County as of and for the year ended December 31, 2012. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as a management's discussion and analysis (MD&A), to supplement McLeod County's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of the financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to McLeod County's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- Management's discussion and analysis
- Budgetary presentations for the general and major special revenue funds and related notes
- GASB-required supplementary other postemployment benefits schedules and related notes



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We have also been engaged to report on supplementary information other than RSI that accompanies McLeod County's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole:

- Combining and individual fund statements
- Budgetary presentations for other funds
- Schedule of intergovernmental revenue
- Schedule of expenditures of federal awards

The McLeod County Housing and Redevelopment Authority (HRA), a component unit, will be audited by other auditors whose report thereon will be furnished to us.

Audit Objectives

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on:

- Internal control related to the financial statements and compliance with laws, regulations, and the provisions of contracts or grant agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control related to major programs and an opinion (or disclaimer of opinion) on compliance with laws, regulations, and the provisions of contracts or grant agreements that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*.

The reports on internal control and compliance will each include a paragraph that states that the purpose of the report is solely to describe (1) the scope of testing of internal control over financial reporting and compliance, and the result of that testing, and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance; (2) the scope of testing internal control over compliance for major programs and major program compliance, and the result of that testing, and to provide an opinion on compliance but not to provide an opinion on the

effectiveness of internal control over compliance; and (3) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering internal control over financial reporting and compliance and in accordance with OMB Circular A-133 in considering internal control over compliance and major program compliance. The paragraph will also state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; the provisions of OMB Circular A-133; and the legal provisions of the *Minnesota Legal Compliance Audit Guide for Political Subdivisions*, and will include tests of accounting records, a determination of major program(s) in accordance with OMB Circular A-133, and other procedures we consider necessary to enable us to express such opinions and to render the required reports and to report in conformity with the provisions of the *Minnesota Legal Compliance Audit Guide for Political Subdivisions*. We will make reference to other auditors of your component unit(s) in our report on your financial statements. If our opinions on the financial statements or the Single Audit compliance opinion are other than unqualified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

Management Responsibilities

Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. Management is also responsible for identifying government award programs, for understanding and complying with the compliance requirements, and for preparation of the schedule of expenditures of federal awards in accordance with the requirements of OMB Circular A-133. In order to meet your responsibilities for the financial statements, notes, and schedule of expenditures of federal awards, you agree to have information completed and available for audit by the dates identified in a schedule of completion document provided to auditors. If you are unable to prepare the information needed for the financial statements, notes, or schedule of expenditures of federal awards, or if the completion schedule varies significantly, we will, based on our staffing availability, provide the additional nonaudit services necessary to assist in the preparation of your draft financial statements, notes, and schedule of expenditures of federal awards based on management's chart of accounts and other information determined and approved by management. The County understands this will result in additional costs and agrees to pay for these services.

You are responsible for making all management decisions and performing all management functions relating to the financial statements, schedule of expenditures of federal awards, and related notes and for accepting full responsibility for such decisions. You will be required to acknowledge in the written representation letter our assistance with preparation of the financial statements, notes, and schedule of expenditures of federal awards and that you have reviewed and approved the financial

statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you are required to designate an individual with suitable skill, knowledge, or experience to oversee any nonaudit services we provide and for evaluating the adequacy and results of those services and accepting responsibility for them.

Management is responsible for establishing and maintaining effective internal controls, including internal controls over compliance, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met and that there is reasonable assurance that government programs are administered in compliance with compliance requirements. You are also responsible for the selection and application of accounting principles; for the fair presentation in the financial statements of the respective financial position of the governmental activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of McLeod County and the respective changes in financial position in conformity with accounting principles generally accepted in the United States of America; and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for ensuring that management and financial information is reliable and properly recorded. You are also responsible for providing us with (a) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (b) additional information that we may request for the purpose of the audit, and (c) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities also include identifying significant vendor relationships in which the vendor has responsibility for program compliance and for the accuracy and completeness of that information. Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud or illegal acts affecting the government involving (a) management, (b) employees who have significant roles in internal control, and (c) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws, regulations, contracts, agreements, and grants. Additionally, as required by OMB Circular A-133, it is management's responsibility to follow up and take corrective action on reported audit findings and to prepare a summary schedule of prior audit findings and a corrective action plan. The summary schedule of prior audit findings, if applicable, should be available for our review.

You are responsible for preparation of the schedule of expenditures of federal awards in conformity with OMB Circular A-133. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon or make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (a) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with OMB Circular A-133; (b) that you believe the schedule of expenditures of federal awards, including its form and content, is fairly presented in accordance with OMB Circular A-133; (c) that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (d) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information in conformity with accounting principles generally accepted in the United States of America. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (a) you are responsible for presentation of the supplementary information in accordance with generally accepted accounting principles (GAAP); (b) that you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (c) that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (d) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those financial audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

With regard to using the auditor's report, you understand that you must obtain our prior consent to reproduce or use our report in bond offering official statements or other documents.

Audit Procedures - General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from errors, fraudulent financial reporting, misappropriation of assets, or violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform the appropriate level of management of any material errors and any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will also require certain written representations from you about the financial statements and related matters.

Audit Procedures - Internal Controls

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by OMB Circular A-133, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to OMB Circular A-133.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control-related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and OMB Circular A-133.

Audit Procedures - Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of McLeod County's compliance with applicable laws and regulations and the provisions of contracts and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

OMB Circular A-133 requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with applicable laws and regulations and the provisions of contracts and grant agreements applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Circular A-133 Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of McLeod County's major programs. The purpose of those procedures will be to express an opinion on McLeod County's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to OMB Circular A-133.

Audit Administration and Other

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse and, if appropriate, to pass-through entities. Additional copies of the reporting package may be required. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 days after receipt of the auditor's reports or nine months after the end of the audit period, unless a longer period is agreed to in advance by the cognizant or oversight agency for your audit.

The audit documentation for this engagement is the property of the Office of the State Auditor. We may be requested to make certain audit documentation available to a cognizant or oversight agency for audit or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. If requested, access to such audit documentation will be provided under our supervision. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained, pursuant to our record retention plan, for a period of ten years after the date the auditor's report is issued. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact those contesting the audit finding for guidance prior to destroying the audit documentation. We will be available throughout the year to answer questions, provide assistance, or assist you in implementing any of our recommendations.

Our fees are based on standard hourly rates plus travel and any out-of-pocket expenses. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Progress billings will be mailed to you every four weeks. The condition of your records and the assistance you are able to provide us affects both the timeliness and cost of the audit.

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any subsequent peer review reports received during the period of the contract when requested by you. Our 2012 peer review report can be found on our website at www.auditor.state.mn.us.

We appreciate the opportunity to be of service to McLeod County and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please contact me at (651) 296-4083, or Rick Clark, who will be in charge of this audit, at (651) 297-3675. If you agree with the terms of our engagement as described in this letter, please sign where provided below and return it to us.

Sincerely,



Chan Jadoonath, CPA
Audit Manager

Approved: This letter correctly sets forth the understanding of McLeod County.

Chair, Board of Commissioners

Date

County Administrator

Date

County Auditor

Date

Human Services Director

Date

*Mental Health Awareness 2013 Month
Proclamation*

WHEREAS, mental health is essential to everyone's overall health and well-being; and

WHEREAS, all Americans experience times of difficulty and stress in their lives; and

WHEREAS, prevention is an effective way to reduce the burden of mental health conditions; and

WHEREAS, there is a strong body of research that supports specific tools that all Americans can use to better handle challenges, and protect their health and well-being; and

WHEREAS, mental health conditions are real and prevalent in our nation; and

WHEREAS, with effective treatment, those individuals with mental health conditions can recover and lead full, productive lives; and

WHEREAS, each business, school, government agency, healthcare provider, organization and citizen shares the burden of mental health problems and has a responsibility to promote mental wellness and support prevention efforts.

THEREFORE, I *Paul Wright* do hereby proclaim May 2013 as Mental Health Month in *McLeod County*. As the Board of Commissioners Chairperson, I also call upon the citizens, government agencies, public and private institutions, businesses and schools in *McLeod County* to recommit our community to increasing awareness and understanding of mental health, the steps our citizens can take to protect their mental health, and the need for appropriate and accessible services for all people with mental health conditions.

Signature, Date

Seal

State of Minnesota - Department of Transportation
CHANGE ORDER # 1

Contractor: Shafer Contracting	Shafer Contracting Received	State Project No.:	SP 43-602-24 & SAP 43-602-25
Address: PO Box 128 Shafer, MN 55074	JUL 20 2011	Federal Project No.:	STPX 4310(135)
	Job Func Cost	Contract No.:	1024

Location: Located on CSAH 2 600' north of CSAH 3 to 1,000' south of CSAH 24

In accordance with the terms of this Contract, you are hereby authorized and instructed to perform the Work as altered by the following provisions.

The **2301 Concrete Pavement** specification located in the special provisions of the proposal provides for an Incentive/Disincentive for the smoothness of the installed concrete pavement. The Pavement Smoothness Incentive/Disincentive was calculated using Table 2301-P2 listed on page 55 of the specification in the proposal. The smoothness results and computations are located in the Engineer's Project File. The Contractor achieved a bonus of **\$68,416.46** for pavement smoothness on the contract.

The **2301 Concrete Paving Mix** specification located in the special provisions of the proposal provides for an Incentive/Disincentive for the Water/Cement ratio of the concrete pavement. The Water/Cement ratio Incentive/Disincentive was calculated using the table located on page 67 of the specification in the proposal. The Water/Cement results and computations are located in the Engineer's Project File. The Contractor achieved a bonus of **\$21,183.75** for Water/Cement ratio on the contract.

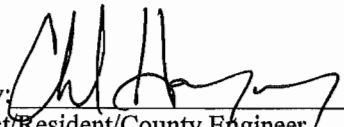
Estimated Change in Cost

Item No.	Item	Unit	Quantity	Contract	
				Unit Price	Amount
2301.511	Concrete Ride Incentive/Disincentive	LS	1	\$68,416.46	+\$68,416.46
2301.511	Concrete W/C ratio Incentive/Disincentive	LS	1	\$21,183.75	+\$21,183.75
Net Increase				\$89,600.21	

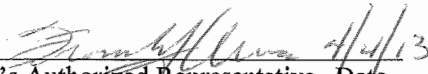
CHANGE IN CONTRACT TIME

Due to this change the Contract Time:

- a. Is increased () by _____ Working Days
- Is decreased () by _____ Working Days
- Is increased () by _____ Calendar Days
- Is decreased () by _____ Calendar Days
- b. Is not changed (x)
- c. May be revised if the work affected the controlling operation ()

Issued By:  7/18/11
 Project/Resident/County Engineer Date

Approved By: _____
 Asst. District Engineer Date

Accepted By:  7/18/11
 Contractor's Authorized Representative Date

**MCLEOD COUNTY BOARD
AGENDA REQUEST**

*Use the F11 key to move from field to field and type in the grey box.
Use shift F11 to go backwards in the fields.*

Please provide the following coversheet to process each individual request for Board consideration and/or action:

Board meeting date:	<u>04-16-2013</u>	Originating department:	<u>Admin</u>
Consent or regular agenda:	<u>Consent</u>	Preferred agenda time:	_____
Amount of time needed:	_____	Funding source (if applicable):	_____
Contact person for more info:	<u>Betty Werth</u>	Are funds in Dept. budget:	_____
Representative (present at the meeting):	_____	Number of signed copies:	_____

Update on County Online Auction:

Attached is a spreadsheet showing all items sold on past GovDeals.com auctions. Many items sold have no large dollar value but this auction has served as an avenue to legally dispose of items no long used by county departments. Our goal would be to continue to hold these auctions periodically alleviating the need to store large amounts of nonfunctional furniture and equipment.

Sold Asset Report

McLeod County, MN

Date range: From the beginning

Description	Buyer's City	Buyer's State	Sold Amount	Bids
1998 Ford Taurus	Plato	MN	\$2,006.00	46
1991 Ford F-150 S Reg. Cab Short Bed 2WD	Mason City	IA	\$400.00	4
1991 Chevrolet C/K 2500 Ext. Cab 8-ft. Bed 2WD Manual	Mason City	IA	\$501.00	22
1975 LeRoi Q125 Air Compressor	Jordan	MN	\$1,204.00	60
1996 Ford Explorer XLT 4-Door AWD	Waconia	MN	\$411.11	8
1992 Chevrolet Corsica LT	Waconia	MN	\$225.00	2
1994 Cadillac Deville Concours	Red Wing	MN	\$600.00	107
1988 Ford Econoline E150	Brooklyn Park	MN	\$701.00	36
Detecto Scale	Stewart	MN	(\$2.00)	2
Stair Ex Step Trainer	Hutchinson	MN	\$2.00	2
Exercise Bike	Mason City	IA	\$2.00	2
Office Task Chairs	Arlington	MN	\$1.00	1
Tractor, Loader and Back Hoe	Cedar Rapids	IA	\$3,538.00	38
Office Task Chairs	Glencoe	MN	\$1.00	1
Leaf Blower/Vacuum	Red Wing	MN	\$50.00	28
Bookshelf/File/Table	Glencoe	MN	\$1.00	1
Plat Book Shelf and Table	Waconia	MN	\$1.00	1
Office Furniture	Glencoe	MN	\$2.00	2
Misc.Office Furniture	Waconia	MN	\$5.00	1
Shop Lights	Brooklyn Park	MN	\$78.00	24
Misc. Furniture,Tables	Buffalo Lake	MN	\$12.00	3
Bulletin Board	Red Wing	MN	\$1.00	1
2000 Ford Crown Victoria Police Interceptor	Eau Claire	WI	\$1,174.00	20
1999 Lexus ES 300 Base	Columbia	SC	\$1,220.00	32
1999 Chevrolet Malibu Base	Mason City	IA	\$1,245.00	29
2007 Dodge Charger SXT	Knoxville	TN	\$2,820.00	53
VCR Cabinet and Tapes	Glencoe	MN	\$5.00	1
Drum Handling Cart	Glencoe	MN	\$15.00	4
Misc. Office Products	Waconia	MN	\$5.00	1
Refrigerator and Range	Plato	MN	\$7.00	2
File Cabinets	Glencoe	MN	\$15.00	5
Audio Visual Equipment	Waconia	MN	\$5.00	1
Misc. Office Chairs/Desks	Glencoe	MN	\$6.00	2
Roller Shelves	Waconia	MN	\$5.00	1
Misc. Office Chairs/Desk	Plato	MN	\$8.00	4
Chairs and Chair Racks	Buffalo Lake	MN	\$80.00	11
Microwave, Microwave Stand and Misc. Kitchenware	Waconia	MN	\$5.00	1
Calculator, Polaroid Camera and Cash Boxes	Glencoe	MN	\$7.00	2
Coffee Maker	Orange	VA	(\$5.00)	1
HEPA Air Cleaner	Waconia	MN	\$5.00	1
Sony Playstation & 3 TV's	Waconia	MN	\$10.00	1

Sony Playstation & 3 TV's	Humble	TX	(\$15.00)	2
Medical Scale	Waconia	MN	\$5.00	1
Sony Trinitron Color TV	Glencoe	MN	\$5.00	1
Sony Trinitron Color TV	Glencoe	MN	\$5.00	1
Corner Desk	Buffalo	MN	\$5.00	1
Corner Desk	Buffalo	MN	\$5.00	1
Tract Lights	Buffalo	MN	\$5.00	1
Television	Glencoe	MN	\$5.00	1
Two-Way Radios	Suwanee	GA	\$45.00	5
10-Unit Movable Filing System	Buffalo Lake	MN	\$360.00	48
Two-Way Radios	Hugo	MN	\$105.00	11
Two-Way Radios	Norcross	GA	\$25.00	1
Storage Cabinet	Glencoe	MN	\$5.00	1
Folding Table Cart	Hutchinson	MN	\$5.00	1
			\$16,959.11	

Auction Ended
6/7/2012 21:37
6/7/2012 21:57
6/7/2012 21:53
6/7/2012 22:46
6/7/2012 21:50
6/7/2012 20:00
6/7/2012 22:40
6/7/2012 22:50
6/7/2012 21:11
6/7/2012 19:03
6/7/2012 21:15
6/7/2012 21:04
6/7/2012 22:00
6/7/2012 22:59
6/7/2012 23:19
6/7/2012 22:52
6/7/2012 22:13
6/7/2012 21:28
11/5/2012 9:44
6/7/2012 22:30
11/5/2012 9:19
6/7/2012 19:43
11/5/2012 9:22
11/5/2012 9:36
11/5/2012 9:41
11/5/2012 9:32
3/19/2013 15:53
11/5/2012 8:59
11/5/2012 9:31
11/5/2012 17:08
11/5/2012 17:06
11/5/2012 17:05
11/5/2012 16:58
11/5/2012 16:55
11/5/2012 16:51
11/5/2012 16:48
11/5/2012 16:17
11/5/2012 15:39
11/5/2012 15:37
11/5/2012 15:35
12/10/2012 15:45

11/5/2012 15:29
11/5/2012 15:43
3/19/2013 10:52
3/19/2013 10:02
3/19/2013 12:09
3/19/2013 12:25
3/19/2013 13:52
3/19/2013 13:57
3/19/2013 14:01
3/19/2013 14:25
3/19/2013 14:59
3/19/2013 11:10
3/19/2013 16:12
3/29/2013 10:33

Barbara Chaffee, CEO

2013
County Commissioner Board Visits

AGENDA

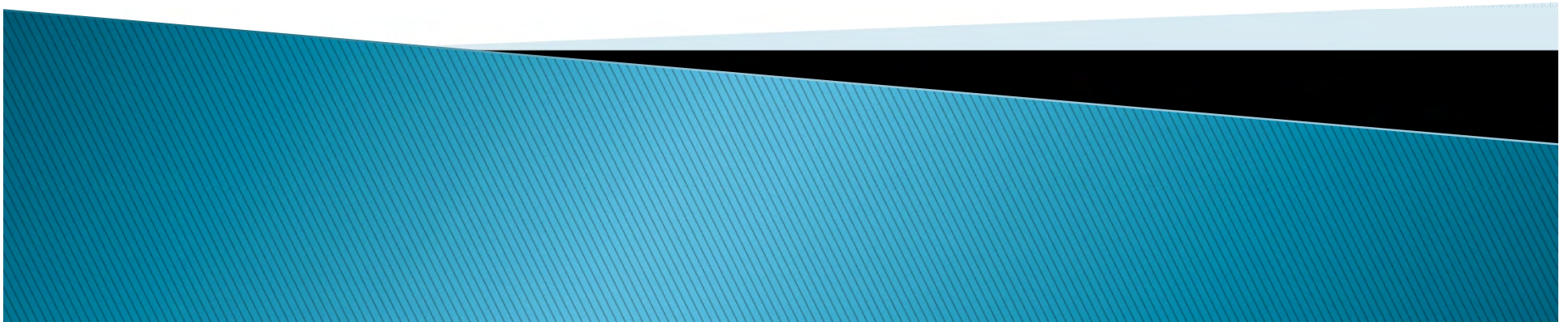
WSA 5: Legal Duties of the CMJTS Joint Powers Board

- 1** PowerPoint Presentation
- 2** Joint Powers Board Agreement
- 3** Joint Powers Board Partnership Agreement
- 4** Joint Powers Board Roster
- 5** Central Minnesota Workforce Investment Board Membership
- 6** CMJTS Roster and Organization Chart
- 7** Annual Fiscal Audit
- 8** Statement of Activities
- 9** PY12 Projections
- 10** County Demographics

Central Minnesota Jobs & Training Services' staff and the WorkForce Center (WFC) Partners cordially invite county commissioners to stop in to their local WFC for a visit and tour, at their convenience.

WSA 5: Legal Duties of the CMJTS Joint Powers Board

Barbara Chaffee, Chief Executive Officer
Rita Borchert, CMJTS Regional Manager
Tricia Bigaouette, Finance Manager



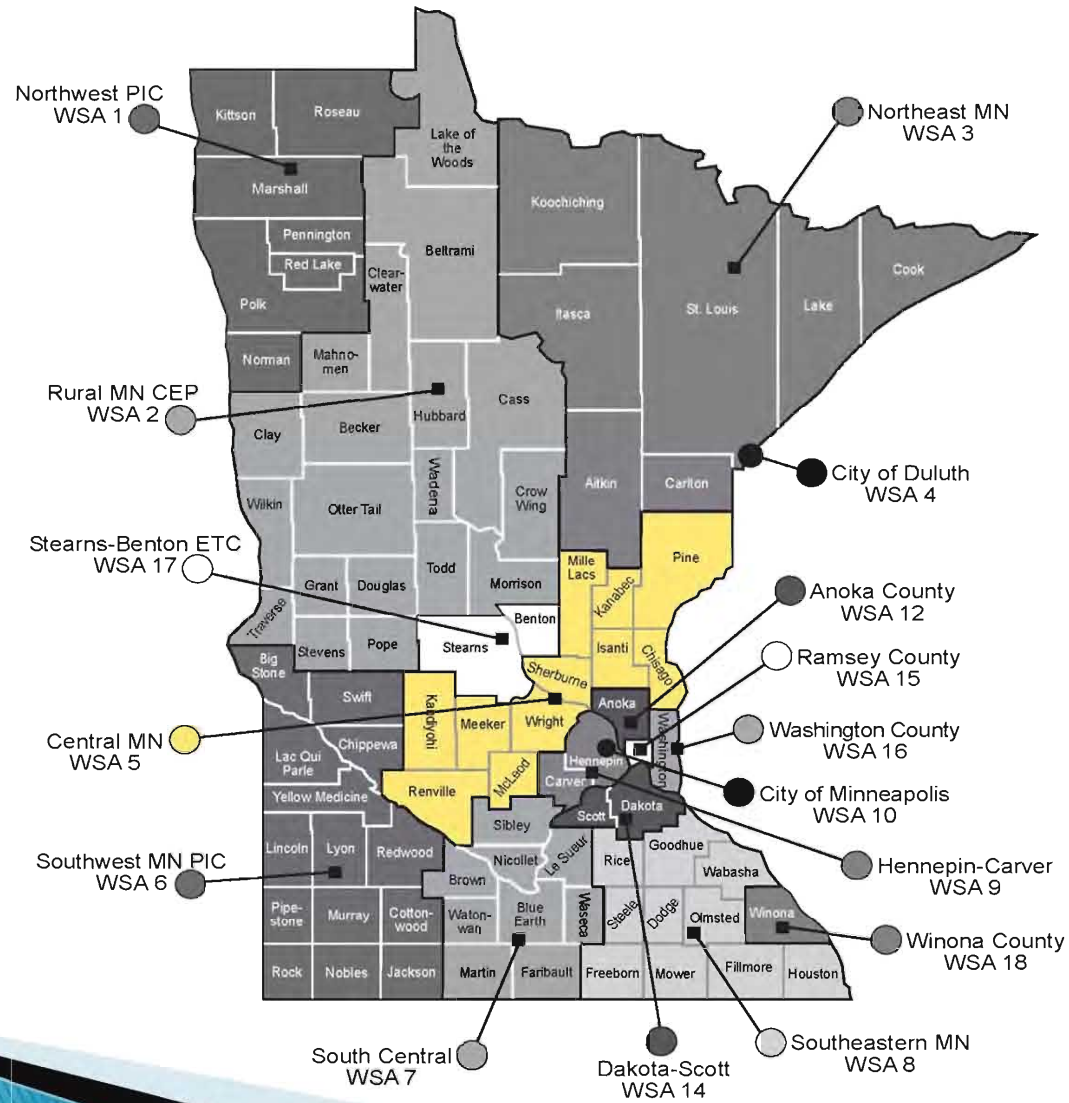
Roles of Local Elected Officials

Dictated by the Workforce Investment Act (WIA)

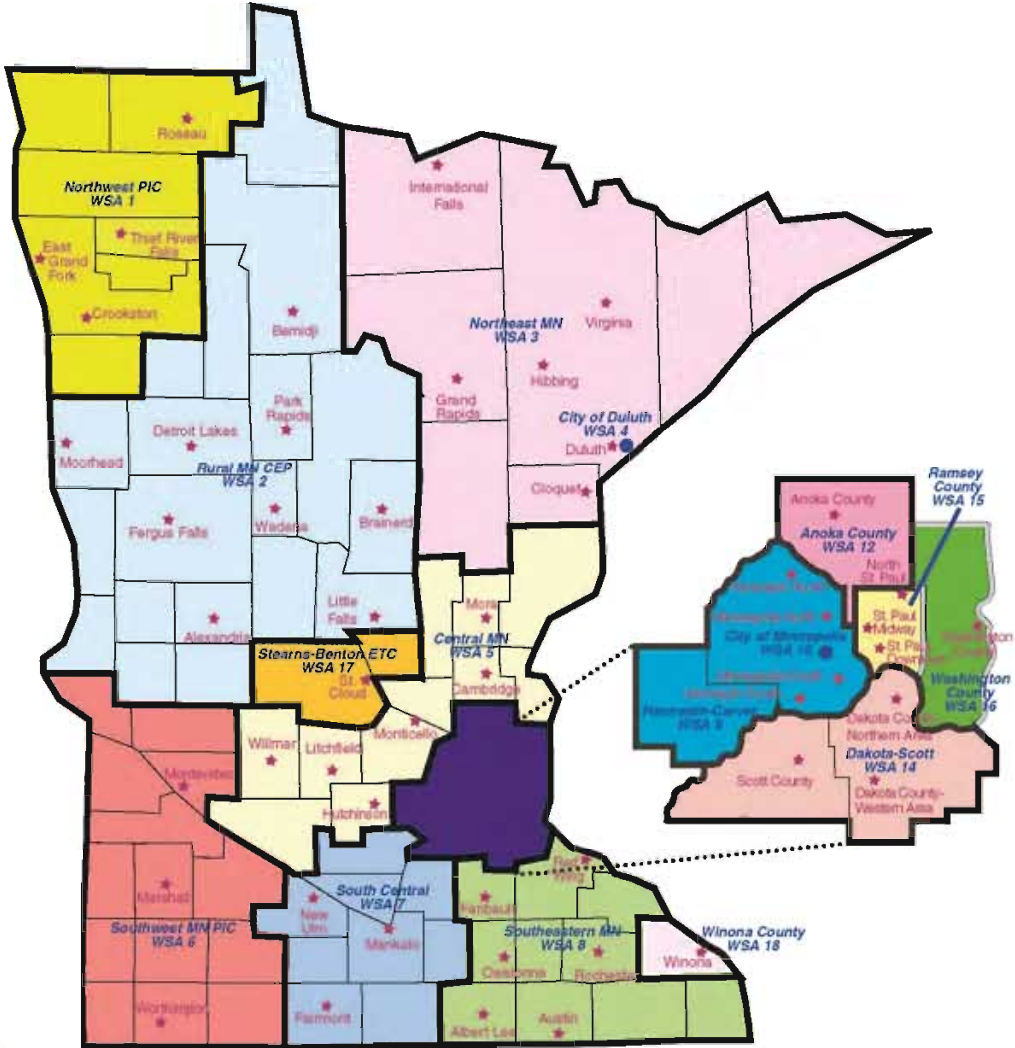
- ▶ Under Federal law, the governor is required to consult with the chief local elected officials regarding the designation of local workforce service areas (WSA).
 - In 1984, Central Minnesota formed WSA 5's 13-county region of 7E, 7W, and 6E. (In 1985-11 counties)
- ▶ LEOs are county commissioners, mayors, or members of **local government joint powers boards**.
- ▶ Appoint members to the local boards (WIBs). 16/600
- ▶ Have oversight authority for the one-stop system (WorkForce Center) in their workforce service area **(WSA 5)**.
- ▶ Recipients of the WIA funding grants that fund Adult, Youth, and Dislocated Worker programs (pass through).



Workforce Service Areas



WorkForce Centers



JPB Duties & Responsibilities

- ▶ Joint Powers Board Agreement: (Defines WSA boundaries, under Law)
 - JPB Agreement between 11 Counties (handout)
 - Each County in WSA 5 must assign one county commissioner to the CMJTS Joint Powers Board
(JPB meets quarterly: Mar., June, Sept., Dec.)
 - JPB elects its officers – one from each region
 - JPB officers also
 - Sit on the Workforce Investment Board (WIB)
 - Reside on CMJTS' Operations Committee (JPB chair)
 - Reside on WIB Executive Committee (WIB Chair)
 - JPB Partnership Agreement with CMJTS (handout)
 - Authorized by Minnesota Public Law 105-220: 112 STAT. 956 (B)
 - Specifies the respective roles and responsibilities of JPB, WIB, & CMJTS (certified Administrative Entity)



JPB Duties & Responsibilities (cont.)

- ▶ Appoints 23 board members to the Workforce Investment Board (authorized by WIA Law); and removes members
 - 51% private industry (11)
 - 2 Organized Labor
 - 2 Education
 - 1 each – economic dev., CBO, VRS, PA, public emp.
 - 3 LEOs
- ▶ Fiduciary responsibility
- ▶ Support the chief executive, why?
(Kandiyohi County–editorial; state hosp.)
 - CEO runs day-to-day operations of the corporation; report to JPB and 55 commissioners

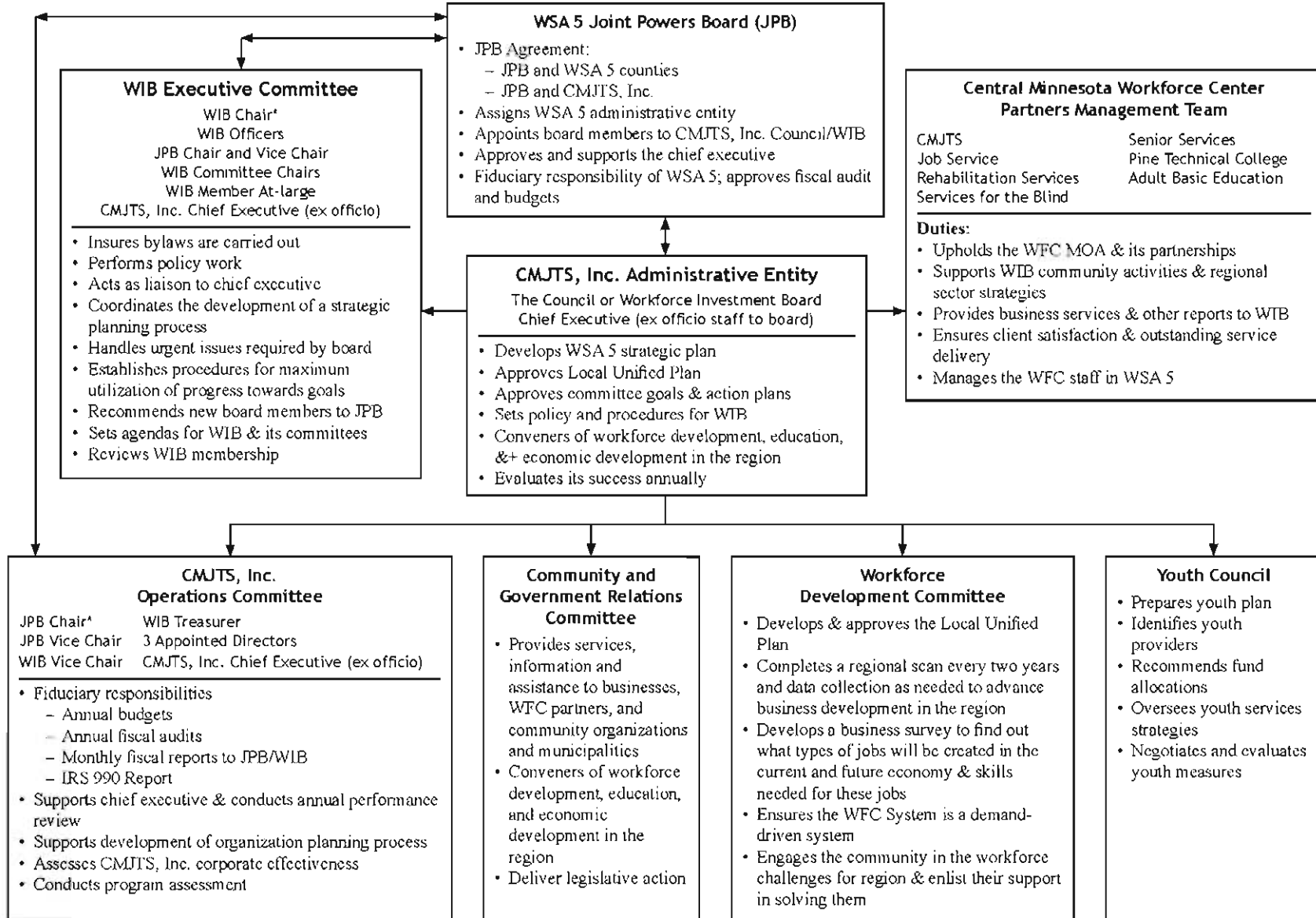


Board Membership Representation

Current Central MN WIB Membership Representation

23-member board	Note: (1) member at-large = 11 members			Educational Agency		Org. Labor	CBO	Econ Dev	Rehab. Agency	Public Assistance	Public Employ.	LEO (1*)
	Private Sector			ABE (1)	Other Ed. (1)	(2)	(1)	(1)	(1)	(1)	(1)	
	6E (3)	7W (3)	7E (4)									
Region 6E												
Joan Danielson											X	
John Forbes	X											
Clark Gustafson										X		
Harlan Madsen												X
Brian O'Donnell	X											
Jim Vrchota	X											
Region 7W												
Francisco Altamirano						X						
Rita Bernard		X										
Jill Jensen				X								
Rod Pederson									X			
Mark Sexton							X					
Cindy Shore		X										
Trish Taylor		X										
Nathan Zuidema		X										
Region 7E												
Richard Greene												X
Elaine Hierlinger			X									
Becky Lourey			X									
Loren Nelson			X									
Robert Musgrove					X							
Mark Netzing			X									
Mike Warring												X
Jenny Winkelaar (Org. Labor)						X						
Jordan Zeller								X				

Central Minnesota Jobs and Training Services, Inc. Governance Organization Chart

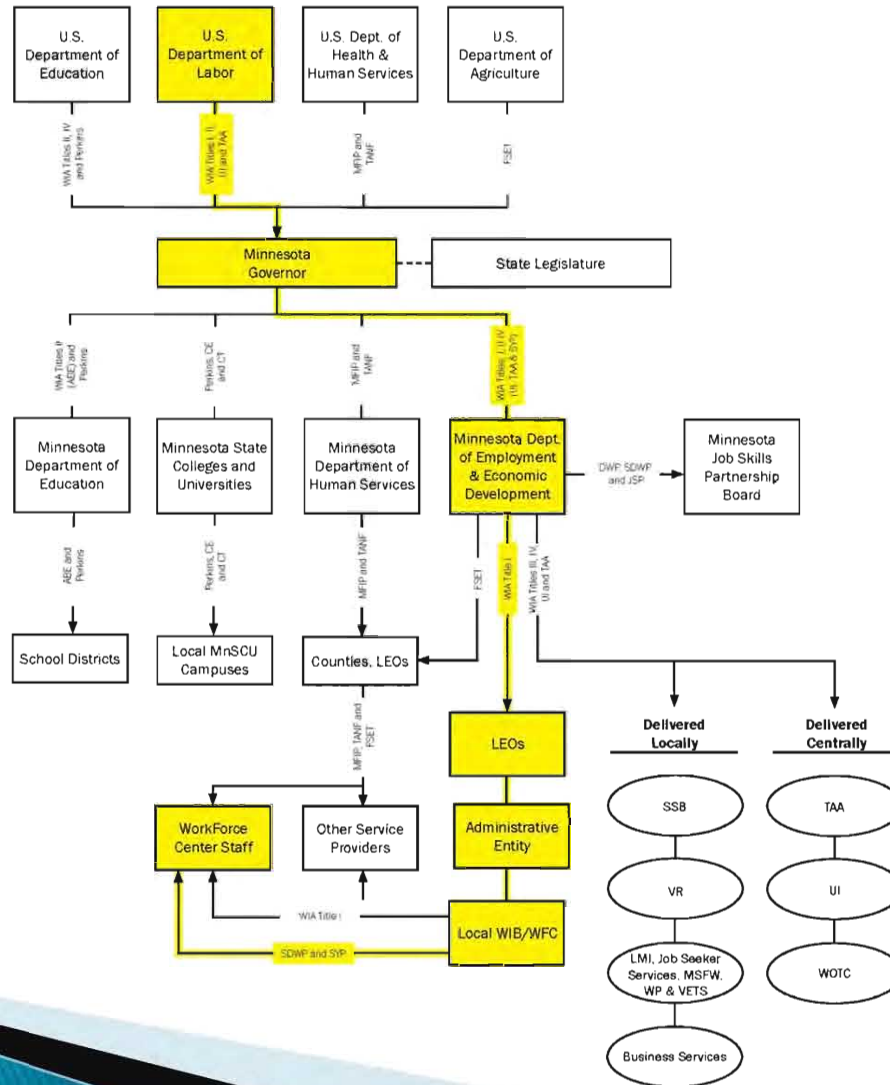


JPB Fiduciary Responsibility

- ▶ Annual Fiscal Audit – by independent CPA
- ▶ Annual Operating Budget
 - Monthly Financials
 - Statement of Activities
 - PY12 Projections
 - Grants by Detail (quarterly review)
 - Capital Acquisitions over \$5,000
- ▶ Ensure Financial Tax & Government – ordered filings are filed in a timely accurate manner
 - IRS Form 990 (can be found on CMJTS' website: www.cmjts.org)
- ▶ Central Minnesota JPB/WIB Director's and Officer's Liability Insurance Policy – Associated Financial Group



Funding Streams for the Workforce Development System



CMJTS D & O Insurance

Central MN Jobs & Training Services Schedule of Insurance

Policy Type:	Commercial Package	Number:	PHPK843356
Insurance Carrier:	Philadelphia Insurance	Policy Term:	April 20, 2012-13
Coverage			Limit
Business Personal Property			\$ 750,000
Deductible			\$ 500
Valuation			Replacement Cost
Business Income			\$ 100,000
Employee Theft – First Party (\$10,000 deductible)			\$ 250,000
General Liability (\$2,000,000 aggregate)			\$ 1,000,000
Professional Liability			\$ 1,000,000
Automobile Liability			\$ 1,000,000
Policy Type:	Workers Compensation	Number:	MNAR00000264742
Insurance Carrier:	RTW Inc. (Assigned Risk Pool)	Policy Term:	May 5, 2012-13
Coverage			Limit
Workers Compensation – MN			Statutory Limits
Employers Liability – Each Accident			\$ 500,000
Employers Liability – Disease (Policy Limit)			\$ 500,000
Employers Liability – Disease (Each Employee)			\$ 500,000
Policy Type:	Commercial Umbrella	Number:	PHUB377069
Insurance Carrier:	Philadelphia Insurance	Policy Term:	April 20, 2012-13
Coverage			Limit
Umbrella Liability			\$ 1,000,000
Self-Insured Retention			\$ 10,000
Policy Type:	Management Liability	Number:	31102313
Insurance Carrier:	Monitor Liability	Policy Term:	April 20, 2012-13
Coverage			Limit
Directors' & Officers' Liability – per claim/aggregate			\$ 2,000,000
Directors' & Officers' Liability – deductible			\$ 0; \$ 0; \$ 2,500
Employment Practices Liability – per claim/aggregate			\$ 2,000,000
Employment Practices Liability – deductible			\$ 10,000
Policy Type:	Crime – Third Party	Number:	41B0DEU7010
Insurance Carrier:	The Hartford	Policy Term:	October 17, 2011 – April 20, 2013
Coverage			Limit
Employee Theft – on Premise only			\$ 250,000
Deductible			\$ 2,500
Policy Type:	ERISA Bond	Number:	A270015864
Insurance Carrier:	Capitol Indemnity	Policy Term:	April 20, 2012-15
Coverage			Limit
Bond Limit (with inflation guard)			\$ 225,000

Policy forms, coverages, rates and other provisions are subject to change without notice from company to company and state to state. This material is intended as a general overview and may not apply to a specific situation. The carrier and any other parties involved in this insurance policy may have other obligations and responsibilities to any person or entity with respect to the loss of or damage arising from or caused thereby or indirectly as a result of information in

Employment & Training Services

▶ Title I: In the Workforce Center System

- Creates the overall structure of the workforce system, including state and **local workforce boards**, one-stop career centers, and **Youth Councils**. It specifies allowable activities and procedures for measuring performance. It replaces the Job Training Partnership Act (JTPA).

▶ Title II: Adult Ed/ABE

▶ Title III: Job Service

▶ Title IV: Vocational Rehabilitation Services (VRS)

▶ Title V: Senior Services

▶ CMJTS Programs & Services:

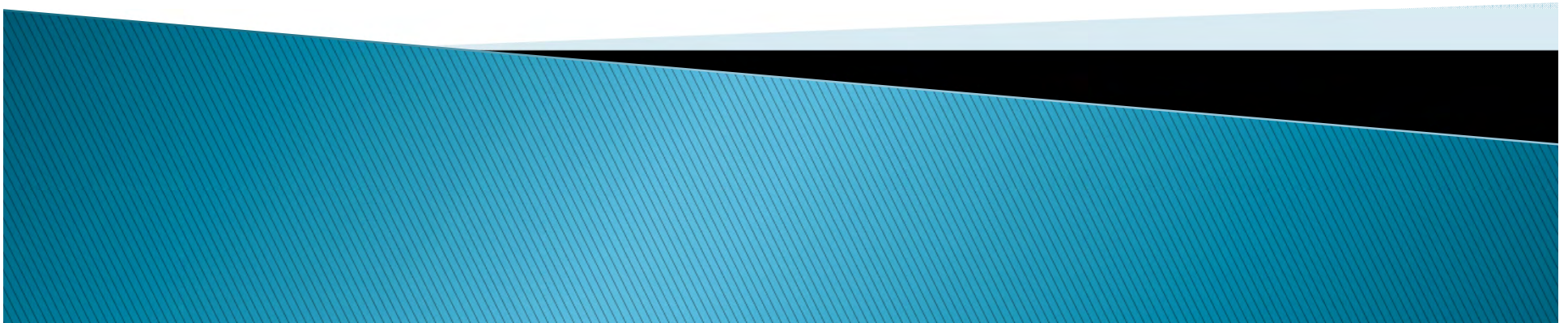
- Youth
- Adult
- Dislocated Worker
- Senior Services
- Public Assistance



Questions!

Thank you for your time!

Barbara Chaffee, Chief Executive Officer
Central Minnesota Jobs & Training Services



Minnesota WorkForce Center System
JOINT POWERS AGREEMENT
Under the Workforce Investment Act of 1998

THIS AGREEMENT, made and entered into this ____ day of _____, 2012, by and between the Board of Commissioners of the following counties of the State of Minnesota: Chisago, Isanti, Kanabec, Kandiyohi, McLeod, Meeker, Mille Lacs, Pine, Renville, Wright, and Sherburne (hereinafter referred to as participating County Boards) is as follows:

WHEREAS, Minnesota Statutes, Section 471.59 provides that two or more governmental units may by Agreement jointly exercise any power common to the contracting Parties; and

WHEREAS, the United States Department of Labor has made available funds for the training of unemployed/underemployed workers and youth, and,

WHEREAS, Block Grant Funds will be distributed by the State of Minnesota through its Department of Employment and Economic Development to support administration and provision of the Workforce Investment Act of 1998, and

WHEREAS, the participating County Boards desire to develop and approve the planning, coordination, and administration of training programs for unemployed/underemployed workers and youth under the Workforce Investment Act of 1998, and

WHEREAS, Central Minnesota Jobs and Training Services, Inc., serves as the Local Workforce Council (Workforce Investment Board), which through Minnesota Statutes, chapter 268 meets the requirements of the Workforce Investment Act to implement and oversee the administration of the Workforce Service Area, and

WHEREAS, the participating counties desire to avoid duplication of job training and employment services and create a unified service delivery system serving both job seekers and employers, and

WHEREAS, the United States Department of Labor has made available funds for the job training and retention of “hard to serve” Temporary Assistance for Needy Families recipients and associated non-custodial parents, and

WHEREAS, Block Grant Funds will be distributed by the State of Minnesota through its Department of Employment and Economic Development to support administration and provision of the Welfare-to-Work Program, and

WHEREAS, the participating County Boards desire to develop and approve the planning, coordination, and administration of job training and retention programs for the “hard to serve” Temporary Assistance for Needy Families recipients.

NOW THEREFORE, in consideration of the covenants and mutual agreements contained herein, and pursuant to the fore-going, the participating counties do hereby establish a Workforce Investment/WorkForce Center Systems Joint Powers Board (the "Joint Powers Board") having the composition, powers, and duties provided in this agreement as follows:

I. WORKFORCE INVESTMENT/WORKFORCE CENTER SYSTEM JOINT POWERS BOARD

A. **Composition**

The Joint Powers Board shall have the following composition:

One County Commissioner appointed by the County Board from each of its eleven counties. Each respective County Board shall make the appointments on an annual basis in January of each year. Each County Board may appoint an Alternate County Commissioner to the Joint Powers Board.

B. **Powers**

The Joint Powers Board shall possess all the powers and duties assigned by law, the Minnesota WorkForce Center System Non-Financial Agreement, and Minnesota Statutes 116J and 471.59 to:

1. Monitor the Joint Powers Agreement and its purpose of existence to the advantage of each county, the Act for which it was formed, and to exercise all powers, which may be necessary to enable it to perform and carry out its duties and responsibilities for the Minnesota WorkForce Center System.
2. Appoint or reappoint representatives to serve on the Central Minnesota Jobs & Training Services Board/Workforce Council (or the "Council"). It is desired that the members so appointed/reappointed will provide the following geographic distribution:

a. Representatives of Business:

Representatives from Private Business shall be selected from the three (3) development regions of 6E, 7W, and 7E to provide a total business representation of eleven (11) members to the Council.

Private Business membership shall be selected according to one of the following configurations:

- 4 from the 4 counties, development region 6E
- 3 from the 2 counties, development region 7W
- 4 from the 5 counties, development region 7E

OR

- 3 from the 4 counties, development region 6E
- 4 from the 2 counties, development region 7W
- 4 from the 5 counties, development region 7E
- OR
- 3 from the 4 counties, development region 6E
- 3 from the 2 counties, development region 7W
- 5 from the 5 counties, development region 7E

The Representatives of Business shall be selected by the Joint Powers Board from nominations made by general-purpose business organizations. Representatives of Business must constitute a majority of the members.

- b. One member representing each of the following categories. Members shall be selected in such a manner that at least one representative is from each of the three regions and no region has more than four representatives. The Joint Powers Board shall select membership from nominations submitted by all agencies/organizations in each respective membership category.
 - 1. education entities, including Adult Basic Education (at least two members)
 - 2. labor organizations (at least two members)
 - 3. community-based organization (combined membership of labor organizations and community-based organizations must equal at least 15% of the members)
 - 4. economic development agencies
 - 5. rehabilitation agencies
 - 6. public employment services
 - 7. public assistance agencies
 - 8. such other individuals or representatives of entities as the Joint Powers Board may determine to be appropriate
 - c. Three members of the Joint Powers Board who have been elected as its officers (the Chair, Vice-Chair, and Secretary). The three Joint Powers Board officers shall attend Council meetings with one vote shared among the three members.
 - d. Every effort will be made to see that each county in the Workforce Service Area have fair representation on the Council.
3. Enter into contracts necessary for the exercise of its duties and responsibilities to govern the Joint Powers Board. The Board may take such action as is necessary to enforce such contracts to the extent available in equity or at law. Contracts let and purchases made pursuant to this Agreement shall conform to the requirements applicable to contracts required by law (i.e. fiscal management, personnel management).

4. Obtain liability, property and auto insurance and may obtain such other insurance it deems necessary to indemnify the Board and its members for actions of the Board and its members arising out of this Agreement.

C. Operating Procedures

1. The Joint Powers Board shall elect from its membership a chair, vice chair, and secretary for the conduct of its affairs, who shall serve a two-year term. One officer shall be from each of the three regions.
2. Each county shall have one vote in the determination of all issues.
3. Times and places of regular and special meetings shall be fixed by the Joint Powers Board.
4. All meetings of the Joint Powers Board shall be conducted in a manner consistent with the Minnesota Open Meeting Law. Minnesota Statutes Section 471.705.
5. The Joint Powers Board shall work with the Council as required by law and the Minnesota WorkForce Center Non-Financial Agreement in the development and delivery of Workforce Investment Programs, WorkForce Centers and Welfare-to-Work Programs. The Joint Powers Board and the Council may jointly consider the establishment of advisory groups and/or task forces. These advisory groups may be formed on a regional or area wide basis in order to obtain more local input on the development and delivery of effective Workforce Investment Programs, WorkForce Centers, and Welfare-to-Work Programs. The membership of such groups will be determined by mutual agreement between the Council and the Joint Powers Board.
6. The books and records, including minutes and the original fully executed Agreement, of the Board shall be subject to the provisions of Minn. Stat. Ch. 13. They shall be maintained at the headquarters of the Joint Powers Board. Records, accounts and reports shall be maintained by the Secretary/Treasurer.
7. The Joint Powers Board will ensure strict accountability for all funds of the organization and will require reports on all receipts and disbursements made to, or on behalf of the Joint Powers Board.
8. **Employees, consultants, or independent contractors performing duties for the Joint Powers Board are not employees, consultants, or independent contractors of the constituent Counties, and no contract with the Joint Powers Board shall be deemed to authorize services on behalf of constituent Counties.**

II. INSURANCE AND RELATED PROVISIONS

A. **Governance Policy**

The Joint Powers Board shall adopt and maintain a governance policy establishing the insurance coverages and fidelity bonds that will be maintained in force and will provide copies of that governance policy to the constituent counties. Proposals to change the governance policy will be shared with constituent counties at least 30 days before adoption.

B. **Insurance Coverage Required**

The Joint Power Board shall obtain and maintain the required coverages from a qualified insurance carrier in accordance with the governance policy. In the event that procured liability coverage does not cover a particular act or omission, each individual member governmental unit shall not be individually liable unless required by law, in which case any such liability shall be apportioned equally amongst the member governmental units.

III. AMENDMENT

This Agreement may be amended only by the agreement of all participating counties by resolution of their County Boards of Commissioners. Notice of any proposed amendment must be provided to all participating county Boards of Commissioners at least 30 days prior to the effective date of the proposed amendment.

IV. TERMINATION

A. Any one participating county board may withdraw from this Agreement only on notice of an intention to withdraw delivered to the other participating county boards and the Commissioner of the Department of Employment and Economic Development not less than 60 days before the effective date of the withdrawal. The participating counties may terminate this agreement upon majority vote of all parties to the agreement.

B. If funding for this project terminates prematurely, the Joint Powers Board shall in an orderly and expeditious manner wind up and terminate its operations, taking care to terminate all operations in a way that avoids obligating the Joint Powers Board beyond its available resources.

1. As part of the windingup process for termination, the Joint Powers Board shall assure that arrangements are made for an appropriate audit.
2. The Board shall also make suitable arrangements to save and secure the records of the Joint Powers Board in compliance with Minnesota law.

V. DISPOSAL OF SURPLUS FUNDS OR PROPERTY UPON TERMINATION

- A. Upon termination of this Agreement, unexpended funds and property shall be disposed of in accordance with applicable law.
- B. It is anticipated that under applicable law, assets of the Joint Powers Board will be utilized to satisfy any obligations of the Joint Powers Board and to return any assets and funds to the appropriate state or federal agency. However, in the event that there are assets remaining which are not required for these purposes, those assets will be distributed equally amongst the member governmental units.

VI. INDEMNIFICATION AND HOLD HARMLESS

A. **Applicability**

The Joint Powers Board shall be considered a separate and distinct public entity to which the Parties have transferred all responsibility and control for actions taken pursuant to this Agreement. The Joint Powers Board shall comply with all laws and rules that govern a public entity in the State of Minnesota and shall be entitled to the protections of Minnesota Statutes Chapter 466.

B. **Indemnification and Hold Harmless**

1. The Joint Powers Board shall fully defend, indemnify and hold harmless the Parties against all claims, losses, liability, suits, judgments, costs and expenses by reason of the action or inaction of the Board and/or employees and/or agents of the Joint Powers Board. This Agreement to indemnify and hold harmless does not constitute a waiver by any participant of limitations on liability provided under Minnesota Statutes, Section 466.04.
2. 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.
3. 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.

VII. EFFECTIVE TIME

This Agreement is effective for the time period beginning April 1, 2012 for youth services, and July 1, 2012, for adult services. **This agreement continues until terminated as provided in Article IV.**

IN WITNESS WHEREOF, the participating County Boards, by resolution, have caused this Agreement to be executed by their respective officers.

DATE: _____

COUNTY OF: _____

BY: _____
Chair, Board of County Commissioners

AND: _____
Clerk to the Board

WORKFORCE SERVICE AREA 5
CENTRAL MINNESOTA JOBS & TRAINING SERVICES, INC. and
JOINT POWERS BOARD PARTNERSHIP AGREEMENT

This Partnership Agreement is by and between:

The Central Minnesota Joint Powers Board (JPB), a joint powers board pursuant to Minnesota law, by and through the chief elected officials of the Counties of Chisago, Isanti, Kanabec, Kandiyohi, McLeod, Meeker, Mille Lacs, Pine, Renville, Sherburne, and Wright. (For the purposes of this agreement, it shall be referred to as the "JPB.")

and

The Central Minnesota Jobs & Training Services, Inc. Council (also known as the Workforce Investment Board or WIB) serving Workforce Service Area 5. (For the purposes of this agreement, it shall be known as the "Council.") The Central Minnesota Jobs & Training Services, Inc. (CMJTS, Inc.) is a nonprofit 501(c)(3). Therefore, the individual appointed members of the Council are titled the Board of Directors (hereafter referred to as the "Directors.")

WHEREAS, the Counties of Chisago, Isanti, Kanabec, Kandiyohi, McLeod, Meeker, Mille Lacs, Pine, Renville, Sherburne, and Wright have established Central Minnesota Jobs & Training Services, Inc. under the provisions of Minnesota Law Section 117 (b) 2, and its Grandfather stipulations, to act on behalf of Workforce Service Area 5 under the Workforce Investment Act of 1998 (hereafter, referred to as "WIA" or the "Act") and the regulations thereunder, and to establish a workforce investment board to develop workforce strategies to address local needs and provide oversight to One-Stop operators (or WorkForce Center partners) under the Act; and

WHEREAS, CMJTS, Inc. is designated by the JPB as the grant recipient and the administrative entity of Workforce Service Area 5. As such, CMJTS, Inc. assumes all powers, duties, liabilities, and responsibilities consistent with WIA and state and federal regulations promulgated thereunder, Minnesota Statutes, chapter 268.

WHEREAS, each partner to this agreement will provide the specific knowledge, expertise, and capabilities needed to affect reductions in unemployment, increase work productivity, provide skilled workers with productive jobs, and work with local businesses to identify workforce needs.

For the purpose of this agreement, the following definitions will control:

1. We hereby adopt the definitions as specified in the Workforce Investment Act of 1998, Public Law 105-220, and hereby incorporate said definitions into this agreement by references as if fully rewritten herein.
2. The term "grant recipient" means the entity that has the responsibility to ensure that funds are received and disbursed properly.
3. The term "administrative entity" means the entity to administer the proper training plan and that its responsibilities are limited to the implementation of the program according to the priority and resource allocation as determined by the approved plan.
4. The term "oversight" means reviewing, monitoring, and evaluating.
5. The "Titles" under WIA Law include the following One-Stop operators:
 - a. **Title I** is the Certified Employment and Training Partner in the Workforce Development System. The only Title under WIA with support funding to the WIB or "Council."
 - b. **Title II** is the Education Partner, which includes post-secondary education entities and Adult Basic Education.
 - c. **Title III** is the Job Service Partner under the Wagner-Peyser Act.
 - d. **Title IV** is the Vocational Rehabilitation Act partner.
 - e. **Title V** is the Older Americans Act partnership (Senior Services).
 - f. **Title 38, USERRA** is the Veterans Employment & Training Services Partner.
6. The term "ex officio" means holding a position due to the power or influence of one's office, and not by election or appointment. Such positions and their attached voting and other privileges are detailed in the bylaws of the organization.

WHEREAS, the U.S. Congress found that effective job training programs requires a partnership be established between business and local government and, therefore, mandated under Section 117 of WIA (WIA Pub. L. 105-220), that in each workforce service area of each state a workforce investment board be established to work in partnership with the chief elected officials, and

WHEREAS, Minnesota Statutes, chapter 268, establishes Local Workforce Councils, which meet the requirements of the Workforce Investment Act under Section 117 (i) Alternative Entity, and

WHEREAS, the parties desire to provide for a division of responsibilities regarding the creation and administration of the Minnesota WorkForce Center System, and

WHEREAS, the Council is the appropriate representative of business in the Counties of Chisago, Isanti, Kanabec, Kandiyohi, McLeod, Meeker, Mille Lacs, Pine, Renville, Sherburne and Wright pursuant to the Governor's certification on August 10, 1983, that the Council is composed and appointed consistent with the provisions of Section 117 of WIA, the Minnesota WorkForce Center System Non-Financial Agreement and Minnesota Statutes, chapter 268, and

WHEREAS, the JPB, consisting of the counties of Chisago, Isanti, Kanabec, Kandiyohi, McLeod, Meeker, Mille Lacs, Pine, Renville, Sherburne and Wright, is the appropriate representative of local government.

NOW THEREFORE, the Council and JPB agree to the following functions and responsibilities as delegated to each in accordance with the terms and conditions established by the agreement as follows:

I. JOINT RIGHTS AND RESPONSIBILITIES

The JPB and the Council shall exercise the joint rights and responsibilities described in the Act and Minnesota law, including, but not limited to the rights and responsibilities described below:

1. Develop the five-year local workforce investment plan (Local Unified Plan) and conduct oversight of the One-Stop System, youth activities and employment and training activities under Title I of WIA in partnership with the chief elected officials.
2. Approve and submit any modifications of the Local Unified Plan to the Governor.
3. Select One-Stop partner operators pursuant to Section 117 (d) of the Act.
4. Utilize the statewide employment statistics system pursuant to Section 15 (c) of the Wagner-Peyser Act.
5. Coordinate workforce investment activities with economic development strategies and develop employer linkages.

6. Promote private sector involvement in the statewide workforce investment system through effective connecting, brokering, and coaching activities through intermediaries such as the One-Stop operator in the local area or through other organizations, to assist employers in meeting hiring needs.
7. Enter into an agreement that describes the respective roles and responsibilities of the parties.

II. THE JOINT POWERS BOARD RIGHTS AND RESPONSIBILITIES

The JPB shall exercise the rights and responsibilities described in the Act and Minnesota law, including, but not limited to:

1. Request Workforce Service Area (WSA) designation by the Governor.
2. Determine the number and location of WorkForce Centers in WSA 5 in accordance with the Act and in partnership with the Governor of Minnesota.
3. Select grant recipient and administrative entity for Title 1B, as certified under the Act.
4. In accordance with the JPB Agreement, appoints directors to the Council.
5. Determine the number of directors on the Council.
6. Fill vacancies on the Council.
7. Remove directors of the Council with or without just cause.
8. Ensure that JPB and Council directors understand, support, and protect the State Grandfather provision, the CMJTS, Inc. Articles of Incorporation, the JPB Agreement, the JPB and CMJTS, Inc. Partnership Agreement, and the CMJTS, Inc. Bylaws.
9. Seat three JPB officers on the Council participating with one vote shared between the three. These individuals shall be the chair, vice chair, and secretary of the JPB.
10. Have fiduciary responsibility for the administrative entity/grant recipient, CMJTS, Inc., the agency appointed by the JPB.

11. Oversee policy decisions for the Workforce Investment System in Workforce Service Area 5 by the administrative entity.

III. **WORKFORCE COUNCIL RIGHTS AND RESPONSIBILITIES**

The Council shall have and exercise the rights and responsibilities described in the Act and Minnesota law in accordance with the agreements with the JPB, including, but not limited to the following:

1. Set policy for the WorkForce Center System.
2. Oversight of the programs conducted under the Local Unified Plan in accordance with procedures established by the JPB.
3. Develop a budget for the purpose of carrying out the duties of the Council, in accordance with the Local Unified Plan and submit the budget to the JPB for final approval.
4. Appoints members to the Youth Council and oversees Youth plans and activities of the Youth Council.
5. Solicitation and acceptance of grant funds.
6. Establish guidelines for the level of skills provided by skills and training programs.
7. Negotiate and reach agreement on local performance measures with the chief elected officials and the Governor pursuant to Section 136 (c) of the Act.
8. Request expenditures that may be needed to be made over and above the Local Unified Plan budget.
9. Assess the performance and evaluate the benefit, productivity, and impact of all programs of all WorkForce Center partners funded under all WIA Titles, as well as a review of all fiscal budgets and monitorings.
10. Carry out any regional planning responsibilities required by the state as part of the state-designated region.
11. Establish Local Service Priorities in the region.
12. Will, with the agreement of the JPB, enter into a memorandum of understanding with the WorkForce Center partners pursuant to Section 121(c)

of the Act, which describes the services to be provided through the WorkForce Center System.

13. Elect its own chair, vice chair, secretary, and treasurer annually.

IV. THE BYLAWS OF THE COUNCIL WILL PROVIDE FOR THE FOLLOWING MINIMUM CONSIDERATIONS:

1. The Council shall conduct its meetings according to the Open Meeting Law of the State of Minnesota.
2. The Council shall comply with the Data Practices Act of the State of Minnesota.
3. The Council shall include a conflict of interest and ethical standards clause.
4. The Council shall have no provision of alternates.
5. All directors must (a) reside in, or (b) be in a CEO role or senior decision-making authority position, or (c) be an owner of a business entity with its primary location in WSA 5. Those directors representing private business are subject to only (b) and (c) above.
6. Provisions shall be included for removal of a director with or without just cause.

V. GRANT RECIPIENT AND ADMINISTRATIVE ENTITY RIGHTS AND RESPONSIBILITIES

The grant recipient and the administrative agent of Title 1, under the direction of the JPB and the Council shall:

1. Support the chief executive who is responsible for the overall administration and management of CMJTS, Inc., including service programs, organizational strategy, business operations, and staff support to the JPB and CMJTS, Inc. Council/WIB and its committees. Areas of responsibility include planning and evaluation, policy development and administration, personnel and fiscal management, and public relations. The chief executive is directly accountable to JPB and the CMJTS, Inc. Operations Committee, which is chaired by the JPB chair. The chief executive also resides as ex officio on the JPB and the CMJTS, Inc. Council/WIB and its committees.

2. Have the authority and responsibility to prepare with One-Stop operators and submit the Local Unified Plan for Title 1 to the appropriate state or federal agency.
3. Be responsible for the allocation of funds and the eligibility of those enrolled in Title 1 programs.
4. Have responsibility to take action against its subcontractors, subgrantees, and other recipients to eliminate abuses in the programs they are carrying out and to prevent any misuse of funds by such parties.
5. Develop and maintain communications with local, state, and federal agencies involved with implementing the Act.
6. Provide at least quarterly One-Stop operator reports and reviews of program outcomes and status.
7. Provide staff to the JPB and Council, through the chief executive of the administrative entity.
8. Implement a grievance system.
9. Will provide reasonable notice to the consortium of counties, through the JPB of all programmatic, financial, and legal issues and problems that may arise in fulfilling its duties as grant recipients and administrative entity.

VI. MONITORING

For the purposes of organizational structure, the JPB shall monitor the actions and performances of the Council, and the Council shall monitor the performance of the One-Stop operator programs as the first line of reporting authority.

VII. AMENDMENTS

Either the JPB or Council may propose amendments to this agreement at any time by providing a thirty (30)-day written notice of any proposed amendments. Amendments to this agreement shall require 2/3 approval by both the JPB and the Council.

VIII. RESOLUTION OF DISAGREEMENTS

1. It is the joint authority and responsibility of the parties to this Agreement to ensure effective service delivery, which provides the most beneficial mix of

program services to eligible residents and employers. It is the shared responsibility and authority of the parties herein to engage the active, effective participation of all sectors of the community in the provision of job training services.


2. In the event that the Council and the JPB cannot reach mutual agreement on approval of the Local Unified Plan, as is required by the Act, representatives of the Council and the JPB shall meet to discuss areas of the disagreement. Unresolved issues on the Local Unified Plan shall be submitted to the binding arbitration of a five-member panel consisting of the chair and vice chair of the Council, the chair and vice chair of the JPB, and an impartial fifth representative acceptable to both the Council chair and vice chair and JPB chair and vice chair.
3. In any recommendation formulated by the Council for the funding of a specific contract, program, project, or activity funded pursuant to the Workforce Investment Act to which the JPB does not concur, final action shall be stayed until the next subsequent regular or special meeting of the JPB. In the interim, the chair and vice chair of both the Council and the JPB and the chief executive shall meet.

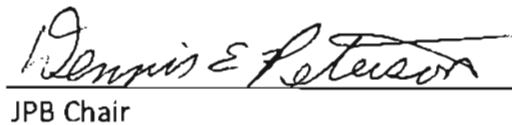
IX. DURATION OF PARTNERSHIP

This Agreement is in effect from July 1, 2010 through June 30, 2012.

For CMJTS, Inc. Council/WIB:


For Central Minnesota Joint Powers Board:

 4-8-2011
WIB Chair Date

 3-11-11
JPB Chair Date

Attest:

 7/11/11
CMJTS, Inc. Chief Executive Date

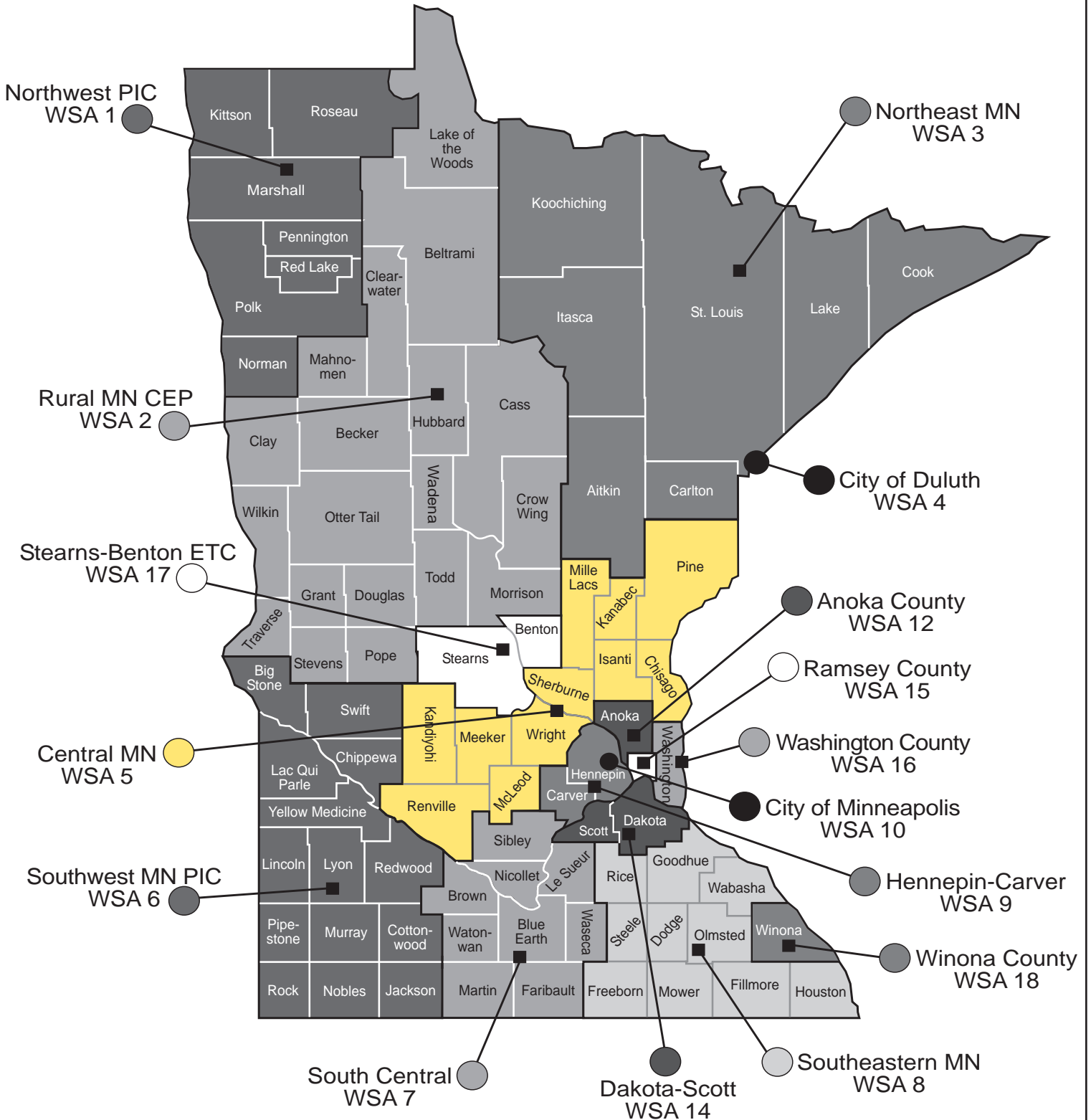
 3-11-11
JPB Vice Chair Date

- WIA Title I-B Workforce Service Areas -

Programs conducted under WIA Title IB provide services to youth, adults and dislocated workers who need assistance to fully participate in the labor force.

For youth, programs provide year-round employment and training. The programs increase youth long-term employability by enhancing educational, occupational, and citizenship skills. Youth programs are designed to encourage high school completion, reduce welfare dependency and assist in making successful transitions from school to work, apprenticeships, the military or post-secondary training.

For adults and dislocated workers, the programs provide job training and other services resulting in increased employment and earnings. Among the services provided to adults and dislocated workers are: classroom training, on-the-job training, vocational and personal counseling, labor market information dissemination, and assessment.



- Workforce Investment Act (WIA) Title I-B Workforce Service Areas -

WSA 1. Northwest PIC

**NORTHWEST PRIVATE INDUSTRY COUNCIL,
INC. / WORKFORCE COUNCIL**

Amanda Grzadziewski – Executive Director

220 Pennington Avenue South – Suite B
Thief River Falls, MN 56701

Phone: 218.683.5460 (Fax: 218.683.5461)

TTY: N/A – Relay Service 800-627-3529

E-mail: agrzadziewski@nwpic.net

Counties Served: Kittson, Marshall, Norman, Pennington,
Polk, Red Lake, Roseau

Website: www.nwpic.net

WSA 2. Rural Minnesota CEP

**RURAL MINNESOTA CONCENTRATED
EMPLOYMENT PROGRAMS, INC.**

Dan Wenner – Director

803 Roosevelt Avenue

P.O. Box 1108

Detroit Lakes, MN 56502

Phone: 218.846.7400 (Fax: 218.846.7404)

TTY: 218.846.0772

E-mail: danw@rmcep.com

Counties Served: Becker, Beltrami, Cass, Clay, Clearwater,
Crow Wing, Douglas, Grant, Hubbard, Lake of the Woods,
Mahnomon, Morrison, Otter Tail, Pope, Stevens, Todd,
Traverse, Wadena, Wilkin

Website: www.rmcep.com

WSA 3. Northeast Minnesota

NORTHEAST MN OFFICE OF JOB TRAINING

Michelle Ufford – Executive Director

820 North 9th Street – Suite 240

P.O. Box 1028

Virginia, MN 55792

Phone: 218.748.2243 (Fax: 218.748.2240)

NE Office Phone: 218.748.2200

TTY: 218.748.2222

E-Mail: Michelle.Ufford@state.mn.us

Counties Served: Aitkin, Carlton, Cook, Itasca, Koochiching,
Lake, St. Louis

Website: www.jobtrainingmn.org

WSA 4. City of Duluth

DULUTH WORKFORCE DEVELOPMENT

Donald Hoag – Manager

402 West 1st Street

Duluth, MN 55802

Phone: 218.730.5241 (Fax: 218.730.5952)

TTY: 218.730.5000

E-mail: dhoag@duluthmn.gov

Serves: City of Duluth

Website: www.mnwfc.org/duluth

WSA 5. Central Minnesota

**CENTRAL MINNESOTA JOBS & TRAINING
SERVICES**

Barb Chaffee – Director

406 – 7th Street East

P.O. Box 720

Monticello, MN 55362

Phone: 763.271.3715 (Fax: 763.271.3701)

TTY: 763.271.3745

E-mail: bchaffee@cmjts.org

Counties Served: Chisago, Isanti, Kanabec, Kandiyohi,
McLeod, Meeker, Mille Lacs, Pine, Renville, Sherburne,
Wright

Website: www.cmjts.org

WSA 6. Southwest Minnesota

**SOUTHWEST MN PRIVATE INDUSTRY
COUNCIL, INC.**

Juanita Lauritsen – Director

Minnesota Workforce Center

607 West Main Street

Marshall, MN 56258

Phone: 507.537.6987 (Fax: 507.537.6997)

TTY: 507.537.6237

E-mail: jlauritsen@swmpic.org

Counties Served: Big Stone, Chippewa, Cottonwood, Jackson,
Lac Qui Parle, Lincoln, Lyon, Murray, Nobles, Pipestone,
Redwood, Rock, Swift, Yellow Medicine

Website: www.swmpic.org

WSA 7. South Central

SOUTH CENTRAL WORKFORCE COUNCIL

Diane Halvorson - Director

464 Raintree Road

Mankato, MN 56001

Phone: 507.345.2418 SC Office: 507.345.2408

(Fax: 507.345.2414) TTY: 507-389-6512

E-mail: diane@mnvac.org

Counties Served: Blue Earth, Brown, Faribault, Le Sueur,
Martin, Nicollet, Sibley, Waseca, Watonwan

Website: www.workforcecouncil.org

WSA 8. Southeastern Minnesota

WORKFORCE DEVELOPMENT, INC.

Randy Johnson – Director

1302 – 7th Street NW

Rochester, MN 55901

Phone: 507.292.5153 (Fax: 507.292.5173)

TTY: 507.280.3584

E-mail: rjohnson@wfdi.ws

Counties Served: Dodge, Fillmore, Freeborn, Goodhue,
Houston, Mower, Olmsted, Rice, Steele, Wabasha

Website: www.workforcedevelopment.ws

WSA 9. Hennepin / Carver

PUBLIC WORKS MANAGEMENT SUPPORT

Patrick Connoy – Director

701 – 4th Avenue South

Suite 400

Minneapolis, MN 55415-1843

Phone: 612.348-9106 (Fax: 612.348-9710)

TTY: N/A – Relay Service 800-627-3529

E-mail: patrick.connoy@co.hennepin.mn.us

Counties Served: Carver, Hennepin

(excluding City of Minneapolis)

Website: www.co.hennepin.mn.us

WSA 10. City of Minneapolis

**MINNEAPOLIS EMPLOYMENT AND TRAINING
PROGRAM**

Deb Bahr-Helgen – Director

105 – 5th Avenue South – Suite 200

Minneapolis, MN 55401-2593

Phone: 612.673.6226 Gen Office: 612.673.5298

(Fax: 612.673.5299) TTY: 612.673.2157

E-mail: deb.bahr.helgen@minneapolismn.gov

Serves: City of Minneapolis

Website: www.minneapolismn.gov/cped/cped_metp

WSA 12. Anoka County

ANOKA COUNTY JOB TRAINING CENTER

Jerry Vitzthum – Director

1201 – 89th Avenue NE – Suite 235

Blaine, MN 55434

Phone: 763.783.4800 (Fax: 763.783.4844)

TTY: 763.783.4724

E-mail: jerry.vitzthum@co.anoka.mn.us

County Served: Anoka

Website: www.mnwfc.org/anoka

WSA 14. Dakota / Scott

DAKOTA – SCOTT WORKFORCE SERVICES

Mark Jacobs – Director

1 Mendota Road West – Suite 100

West St. Paul, MN 55118-4765

Phone: 651.554.5622 (Fax: 651.554.5709)

TTY: 651.554.5914

E-mail: mark.jacobs@co.dakota.mn.us

County Served: Dakota, Scott

Website: www.mnwfc.org/dakotanorth

WSA 15. Ramsey County

WORKFORCE SOLUTIONS

Patricia Brady – Director

2098 – 11th Avenue East

North St. Paul, MN 55109

Phone: 651.779.5651 (Fax: 651.779.5240)

TTY: 651.779.5223

E-mail: patricia.brady@co.ramsey.mn.us

County Served: Ramsey

Website: www.co.ramsey.mn.us/workforce

WSA 16. Washington County

**WASHINGTON COUNTY WORKFORCE
CENTER**

Robert Crawford – Division Manager

Woodbury Service Center

2150 Radio Drive

Woodbury, MN 55125

Phone: 651.275.8650 (Fax: 651.275.8682)

TTY: 651.275.8653

E-mail: robert.crawford@co.washington.mn.us

County Served: Washington

Website: www.mnwfc.org/washingtoncounty

WSA 17. Stearns-Benton ETC

**STEARNS-BENTON EMPLOYMENT &
TRAINING COUNCIL**

Kathy Zavala – Director

MN WorkForce Center

1542 Northway Drive

St. Cloud, MN 56303

Phone: 320.308.5702 (Fax: 320.308.1718)

TTY: 320.308.6434

E-mail: kzavala@sbtcc.org

Counties Served: Benton, Stearns

Website: www.mnwfc.org/stcloud and also,
www.workforceu.com

WSA 18. Winona County

WINONA COUNTY WORKFORCE COUNCIL

Mike Haney – Director

1250 Homer Road – Suite 200

Winona, MN 55987

Phone: 507.453.2920 (Fax: 507.453.2960)

TTY: 507.453.2936

E-mail: Mike.Haney@state.mn.us

County Served: Winona

Website: www.mnwfc.org/winona

Statewide Update Contact

**MN DEPARTMENT OF EMPLOYMENT AND
ECONOMIC DEVELOPMENT**

Kyle Temme

Workforce Development Division

1st National Bank Building

332 Minnesota Street – Suite E200

St. Paul, MN 55101-1351

Phone: 651.259.7553 (Fax: 651.215.3842)

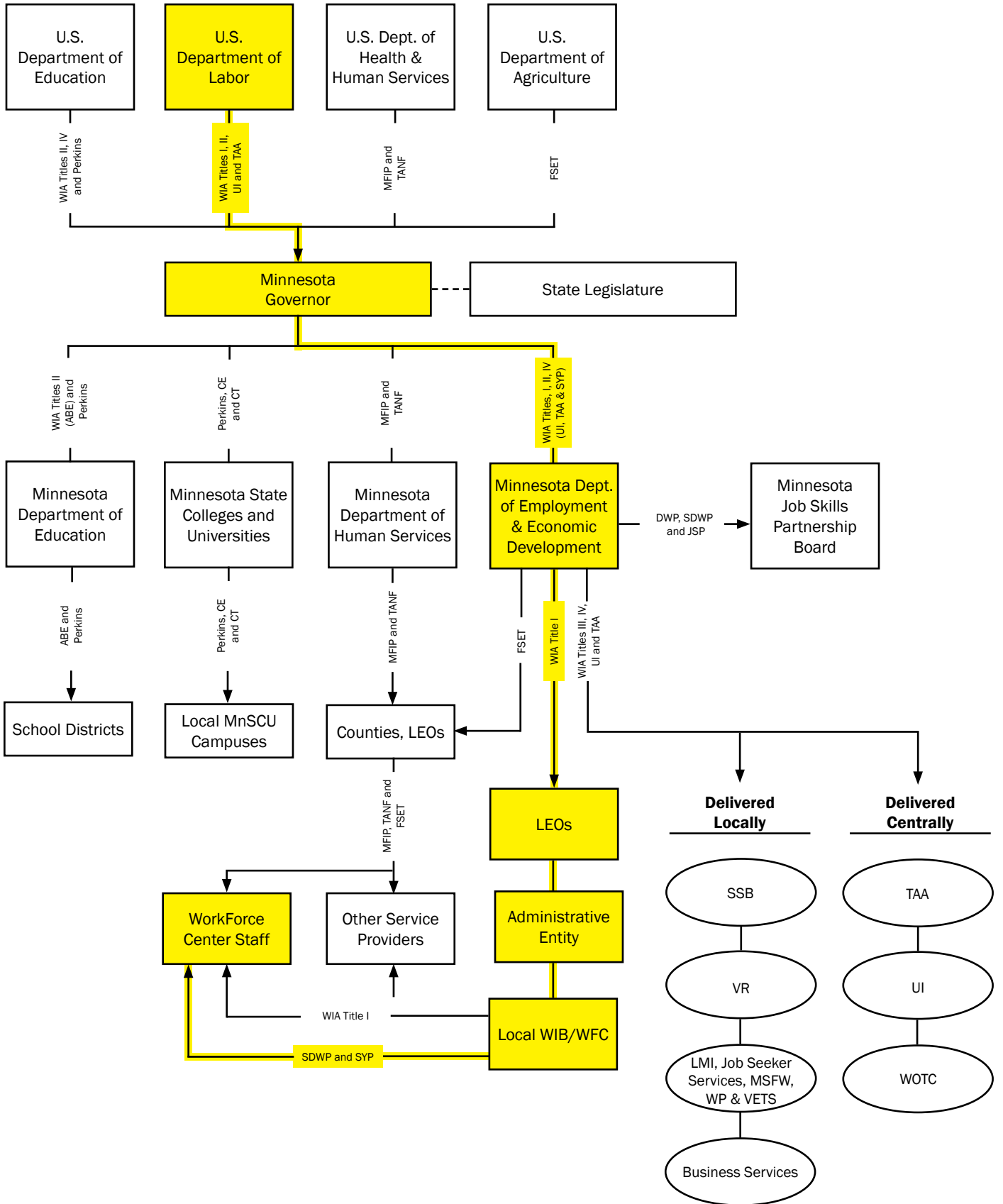
TTY: 651.296.3900

E-mail: Kyle.Temme@state.mn.us

Serves: Contact for information changes to be
made for all above WSA offices.

Website: www.positivelyminnesota.com

Funding Streams for the Workforce Development System



Abbreviation key provided on reverse side.

Abbreviation Key

KEY	
ABE	Adult Basic Education
CE	Continued Education
CT	Continued Training
DWP	Dislocated Worker Program
FSET	Food Stamp and Employment Training
JSP	Job Skills Partnership
LEOs	Local Elected Officials
LIW	Low Income Workers
LMI	Labor Market Information
LWC/LWIBs	Local Workforce Councils/Local Workforce Investment Boards
MFIP	Minnesota Family Investment Program
MSFW	Migrant and Seasonal Farmworker
PTE	Pathways to Employment
SDWP	State Dislocated Worker Program
SSB	State Services for the Blind
SYP	State Youth Program
TAA	Trade Adjustment Assistance
TANF	Temporary Assistance for Needy Families
VETS	Veterans Employment and Training Services
VR	Vocational Rehabilitation
WIA Title I	Adult, Dislocated Worker and Youth
WIA Title II	Adult Education
WIA Title III	Wagner-Peyser
WIA Title IV	Vocational Rehabilitation and State Services for the Blind
WOTC	Work Opportunity and Welfare-to-Work Tax Credit
WP	Wagner-Peyser
WSA	Workforce Service Area

Central MN Jobs & Training Services

Schedule of Insurance

Policy Type:	Commercial Package	Number:	PHPK843356
Insurance Carrier:	Philadelphia Insurance	Policy Term:	April 20, 2012-13
Coverage			Limit
Business Personal Property			\$ 780,000
Deductible			\$ 500
Valuation			Replacement Cost
Business Income			\$ 100,000
Employee Theft – First Party (\$10,000 deductible)			\$ 250,000
General Liability (\$2,000,000 aggregate)			\$ 1,000,000
Professional Liability			\$ 1,000,000
Automobile Liability			\$ 1,000,000
Policy Type:	Workers Compensation	Number:	MNAR00000264742
Insurance Carrier:	RTW Inc. (Assigned Risk Pool)	Policy Term:	May 5, 2012-13
Coverage			Limit
Workers Compensation – MN			Statutory Limits
Employers Liability – Each Accident			\$ 500,000
Employers Liability – Disease (Policy Limit)			\$ 500,000
Employers Liability – Disease (Each Employee)			\$ 500,000
Policy Type:	Commercial Umbrella	Number:	PHUB377069
Insurance Carrier:	Philadelphia Insurance	Policy Term:	April 20, 2012-13
Coverage			Limit
Umbrella Liability			\$ 1,000,000
Self-Insured Retention			\$ 10,000
Policy Type:	Management Liability	Number:	31102313
Insurance Carrier:	Monitor Liability	Policy Term:	April 20, 2012-13
Coverage			Limit
Directors' & Officers' Liability – per claim/aggregate			\$ 2,000,000
Directors' & Officers' Liability – deductible			\$ 0; \$ 0; \$ 2,500
Employment Practices Liability – per claim/aggregate			\$ 2,000,000
Employment Practices Liability – deductible			\$ 10,000
Policy Type:	Crime – Third Party	Number:	41BDDEU7010
Insurance Carrier:	The Hartford	Policy Term:	October 17, 2011 – April 20, 2013
Coverage			Limit
Employee Theft – on Premise only			\$ 250,000
Deductible			\$ 2,500
Policy Type:	ERISA Bond	Number:	A270015864
Insurance Carrier:	Capitol Indemnity	Policy Term:	April 20, 2012-15
Coverage			Limit
Bond Limit (with inflation guard)			\$ 225,000

Policy forms, clauses, rules and court decisions constantly change and vary from company to company and state to state. This material is intended as a general guideline and may not apply to a specific situation. The author and any organization for whom this information is supplied shall have neither liability nor responsibility to any person or entity with respect to any loss or damage alleged to be caused directly or indirectly as a result of information in



Central MN Jobs & Training Services

Description of Insurance

Policy Type: Commercial Package	
Coverage	Description
Business Personal Property	Provides coverage for loss of business assets if loss is due to a covered cause of loss.
Business Income	Responds to the loss of income following a property loss due to a covered cause of loss.
Employee Theft – First Party	Provides coverage for the insured for theft by an employee of the named insured.
General Liability	Provides coverage for acts of negligence committed by the insured that result in a loss.
Professional Liability	Provides coverage for errors or omissions regarding the insured's intellectual knowledge and skills
Automobile Liability	Provides coverage for the insured in the event of a collision for which the insured is liable.

Policy Type: Workers Compensation	
Coverage	Description
Workers Compensation – MN	Responds to injuries or occupational disease sustained by the employee during the course or scope of employment. Statutory limits apply as set forth by the state.
Employers Liability	These limits are available if the employee rejects the state limits and elects to sue the employer.

Policy Type: Commercial Umbrella	
Coverage	Description
Umbrella Liability	Provides additional limits of liability over the General, Automobile, Professional and Employers liability.

Policy Type: Management Liability	
Coverage	Description
Directors' & Officers' Liability	<p>A. Responds to loss on behalf of insured persons for claims made against the insured persons for wrongful acts; to the extent the insured organization doesn't indemnify the insured persons.</p> <p>B. Responds to loss on behalf of insured organization for claims made against the insured persons for wrongful acts; to the extent the insured organization indemnifies the insured persons.</p> <p>C. Responds to loss on behalf of insured organization for claims made against the insured organization for wrongful acts.</p>
Employment Practices Liability	Responds to claims of employee discrimination, harrassment and/or wrongful termination.

Policy Type: Crime – Third Party	
Coverage	Description
Employee Theft – on Premise only	Provides coverage to a third party (placement) for theft by an employee of the named insured.

Policy Type: ERISA Bond	
Coverage	Description
Employee Theft – ERISA	Provides coverage for the insured for theft by an employee of the named insured against the ERISA plan.

Central Minnesota
Joint Powers Board

January 2013–December 2013

Commissioner Richard Greene



Chair
JPB / WIB

Work
Chisago County
313 N. Main St.
Center City, MN 55012

Phone: 651-213-8832

e-Mail: rgreene@
co.chisago.mn.us◆

Home◆
37655 Oriole Ave.
North Branch, MN 55056

Phone: 651-583-2513
Cell: 651-583-2513

Phone: randijgreene@
yahoo.com

Start date 01/07
End date

Representation
Chisago County, 7E

District 17B

Commissioner Harlan Madsen



Vice Chair
JPB / WIB

Work
Kandiyohi County
400 SW Benson Ave.
Willmar, MN 56201

Home◆
15263 120th Ave. SE
Lake Lillian, MN 56253

Phone: 320-664-4880
Cell: 320-894-9051

Start date 01/13
End date

Representation
Kandiyohi County, 6E

District

Commissioner Mike Warring



Secretary
JPB / WIB

Work
Isanti County
Government Center
555 18th Ave. SW
Cambridge, MN 55008

Phone: 763-689-2696

e-Mail:
cambbowl@ecenet.com◆

Home◆
25765 Xeon St. NW
Isanti, MN 55040

Phone: 763-444-4261
Cell: 763-350-4586◆

Start date 06/11
End date

Representation
Isanti County, 7E

District 17A

◆ Preference for mail, phone, e-mail

Central Minnesota
Joint Powers Board

January 2013–December 2013

Commissioner Doug Carlson



JPB

Work	Home ♦	Start date	1/06
Pine County	47540 Little Sand Creek	End date	
635 Northridge Dr. NW	Road	Representation	
Pine City, MN 55063	Sandstone, MN 55072	Pine County, 7E	
Phone: 320-591-1400	Cell: 612-597-9182	District	8B

Commissioner Rachel Leonard



JPB

Work	Home ♦	Start date	3/01
Sherburne County	27655 112th St.	End date	
13880 Hwy. 10	Zimmerman, MN 55398	Representation	
Elk River, MN 55330	Phone: 763-856-2497	Sherburne County, 7W	
		District	16B

Commissioner Les Nielsen



JPB

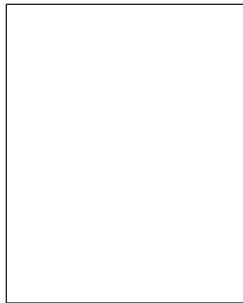
Work	Home ♦	Start date	3/02
Kanabec County	1472 210th Ave.	End date	
18 N. Vine, Suite 181	Ogilvie City, MN 55358	Representation	
Mora, MN 55051	Phone:	Kanabec County, 7E	
Phone: 320-679-1113	Cell: 320-390-7339	District	8B
e-Mail: les.nielsen@ co.kanabec.mn.us ♦			

♦ Preference for mail, phone, e-mail

Central Minnesota
Joint Powers Board

January 2013–December 2013

Commissioner Beth Oberg



JPB

Work
Meeker County
325 Sibley Ave. N.
Litchfield, MN 55355

Phone:

e-Mail:

Home ♦
708 S. Armstrong Ave.
Litchfield, MN 55355

Phone: 320-693-9171
Cell:

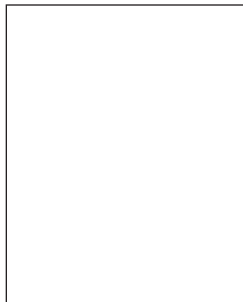
e-Mail:
bethoberg@hotmail.com

Start date 01/13
End date

Representation
Meeker County, 6E

District ---

Commissioner



JPB

Work
McLeod County
830 11th St. E.
Glencoe, MN 55336

Phone:

e-Mail:

Home

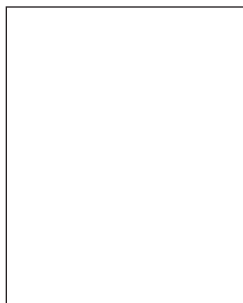
Phone:
Cell:

Start date 01/13
End date

Representation
McLeod County, 6E

District ---

Commissioner



JPB

Work
Mille Lacs County
635 2nd St. SE
Milaca, MN 56353

Phone:

e-Mail:

Home

Phone:
Cell:

Start date 01/13
End date

Representation
Mille Lacs County, 7E

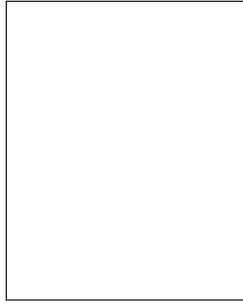
District ---

♦ Preference for mail, phone, e-mail

Central Minnesota
Joint Powers Board

January 2013–December 2013

Commissioner



JPB

Work

Renville County
105 S. 5th St., Rm. 315
Olivia, MN 56277

Phone:

e-Mail:

Home

Phone:

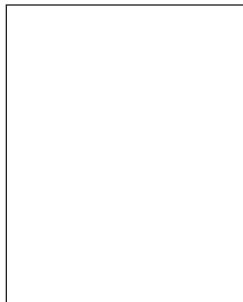
Cell:

Start date 01/13
End date

Representation
Renville County, 6E

District ---

Commissioner



JPB

Work

Wright County
10 Second St. NW
Buffalo, MN 55313

Phone:

e-Mail:

Home

Phone:

Cell:

Start date 01/13
End date

Representation
Wright County, 7W

District ---

Current Central MN WIB Membership Representation

23-member board	Note: (1) member at-large = 11 members			Educational Agency		Org. Labor	CBO	Econ Dev	Rehab. Agency	Public Assistance	Public Employ.	LEO
	Private Sector			ABE (1)	Other Ed. (1)	(2)	(1)	(1)	(1)	(1)	(1)	(1*)
	6E (3)	7W (3)	7E (4)									
Region 6E												
Joan Danielson											X	
John Forbes	X											
Clark Gustafson										X		
Harlan Madsen												X
Brian O'Donnell	X											
Jim Vrchota	X											
Region 7W												
Francisco Altamirano						X						
Rita Bernard		X										
Jill Jensen				X								
Rod Pederson									X			
Mark Sexton							X					
Cindy Shore		X										
Trish Taylor		X										
Nathan Zuidema		X										
Region 7E												
Richard Greene												X
Elaine Hierlinger			X									
Becky Lourey			X									
Loren Nelson			X									
Robert Musgrove					X							
Mark Netzing			X									
Mike Warring												X
Jenny Winkelaar (Org. Labor)						X						
Jordan Zeller								X				

* 3 LEOs = 1 vote

Central Minnesota Jobs & Training Services

Regional Contacts

Executive Team

Barbara Chaffee, Chief Executive Officer



406 East 7th Street
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Monticello, MN 55362

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Rita Borchert, Manager, North Region



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Central Minnesota Jobs & Training Services

Regional Contacts

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Central Minnesota Jobs & Training Services

Regional Contacts

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Fax: 320-679-6495

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Supervisors

Bridget Borell, Accountant



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e-Mail: bborell@cmjts.org

Tony Banken, Network Administrator



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P.O. Box 720
Monticello, MN 55362

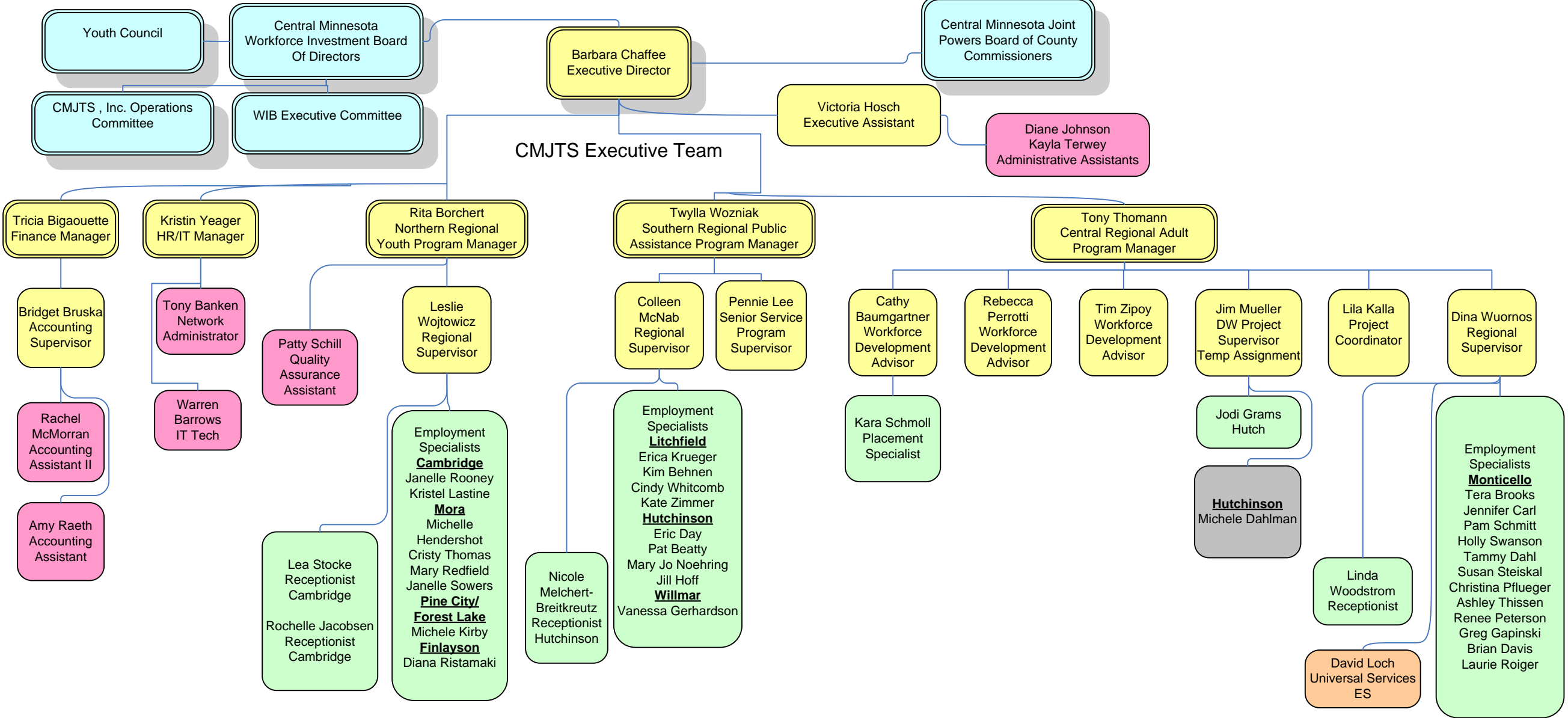
Phone: 763-271-3785

Cell: 612-691-4606

Fax: 763-271-3701

e-Mail: tbanken@cmjts.org

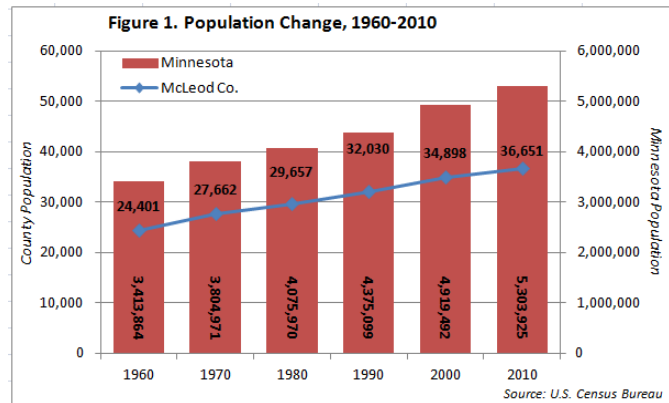
Central MN Jobs Training Services Organization Chart



McLeod County Demographic & Economic Profile

Demographic Characteristics

With 36,651 people in 2010, McLeod County is now the 27th largest county (out of 87 counties) in the state of Minnesota. After gaining 1,753 people over the last decade, a 5.0% increase, it was the 31st fastest growing county in the state. In comparison, the state of Minnesota gained about 385,000 people from 2000 to 2010, a 7.8% increase. McLeod County's recent growth is part of a long-term trend. Over the last half century, McLeod County welcomed 12,250 people (+50.2%), from 24,401 people in 1960 to 36,651 people in 2010. In comparison, Minnesota grew 55.4% over the last 50 years. (See Figure 1.)

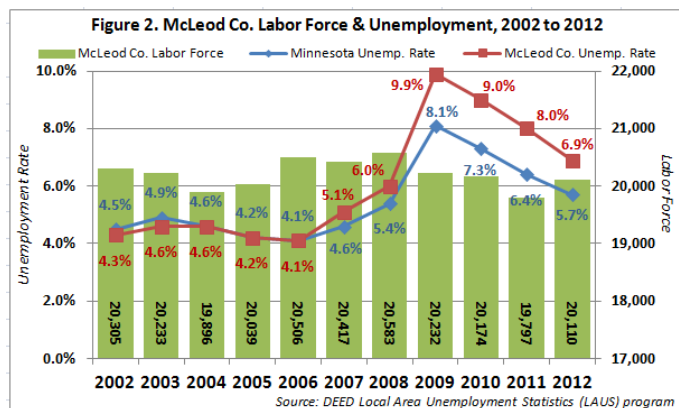


According to data from the 2010 Census Bureau, McLeod County had both a slightly younger *and* older population than the state of Minnesota. About one-fourth (25.3%) of the population was under 18 years of age, as compared to 24.2% in the state. Despite the presence of a 2-year post-secondary institution, McLeod County had a slightly lower percentage of young adults in the 15- to 24-year-old (11.7%) age group than the state (13.6%). With a median age of 39.1 years in 2010, about 40.3% of McLeod County's population was in their prime working years, of 25- to 54-years of age, as compared to 41.6% statewide. McLeod County had a slightly lower percentage of people in the 55- to 64-year-old (11.7%) age groups than the state (11.9%), but a much higher percentage of people in the 65 years and over age group (15.3%), compared to 12.9% in the state. (See Table 1.)

Age Group	Number	Percent	Minnesota
0 to 4 years	2,444	6.7%	6.7%
5 to 14 years	5,241	14.3%	13.3%
15 to 24 years	4,288	11.7%	13.6%
25 to 34 years	4,471	12.2%	13.5%
35 to 44 years	4,804	13.1%	12.8%
45 to 54 years	5,506	15.0%	15.2%
55 to 64 years	4,294	11.7%	11.9%
65 years & over	5,603	15.3%	12.9%
Total Population	36,651	100.0%	100.0%

Source: U.S. Census Bureau

Despite the county's steady population growth, the size of McLeod County's labor force decreased over the last decade. With 20,110 available workers in 2012, McLeod County shed about 200 workers since 2002, when it had 20,305 workers, a -1.0% decline. In comparison, Minnesota's labor force grew 3.2% from 2002 to 2012, a gain of just under 95,000 workers. Unfortunately, the number of unemployed workers went up over the last 10 years, leading to higher unemployment rates in the county. After some significant layoffs, McLeod County's rate peaked at 9.9% in 2009, before falling back to 6.9% in 2012. Prior to the recession, McLeod County had among the lowest unemployment rates in the Central Minnesota region, but after the recession, McLeod County's rates climbed among the highest in the region. (See Figure 2.)



About 70% of McLeod County's workers both lived and worked within the county, which is one of the highest rates of residents staying within their home county for work in the state. But Hutchinson is also a regional employment center, drawing in workers who drive in from surrounding counties including Meeker, Renville, Sibley, and Wright Counties. At the same time, residents from McLeod County also drive to other counties for work, primarily the Twin Cities metro area including Hennepin, Carver, Ramsey, Wright, and Scott Counties. Travel times in McLeod County are relatively short in comparison with other Twin Cities metro fringe counties, with half (48.5%) of workers commuting less than 15 minutes one way in 2011, but 16.1% of workers driving 45 minutes or more.

Industry Employment Characteristics

Through the second quarter of 2012, McLeod County was home to 993 business establishments with 16,490 covered jobs, paying out average weekly wages of \$711. McLeod County was the only county in Central Minnesota that saw a decline in jobs from the second quarter of 2011 to the second quarter of 2012. McLeod County also had 2,473 nonemployer establishments in 2010 as well as 1,021 farms in 2007, according to the U.S. Census Bureau and the 2007 Census of Agriculture.

Of the 17 main industry sectors in McLeod County, almost half lost jobs between the second quarter of 2011 and the second quarter of 2012. Despite heavy losses during the recession and again in the last year – manufacturing is still easily the largest industry in McLeod County, providing about three in every ten jobs (28.4%). Manufacturing now has 4,685 jobs in the county, after losing 379 jobs from 2011 to 2012. McLeod County’s level of employment still makes it one of the most manufacturing dependent counties in the state, and average weekly wages remained over \$1,000, making it the highest earning industry in the county.

Health care and social assistance was the second largest employing industry in McLeod County, with about 3,032 jobs at 91 service providers, after gaining jobs even during the recession. Retail trade was the next largest sector, providing 2,098 jobs at 154 establishments. As the overall economy began to recover, retail trade gained 133 net new jobs in the last year. In contrast, the related accommodation and food services industry saw a small decline in jobs from 2011 to 2012, while arts, entertainment, and recreation gained 10 net new jobs.

Educational services is the next largest industry, providing 1,023 jobs at 14 institutions, both at elementary and secondary schools and postsecondary institutions. Wholesale trade saw a steady gain in employment in the last year, climbing to 602 jobs at 41 firms, and had very high wages. Construction finally posted a small gain in jobs after struggling during the recession and housing crisis, now offering 574 jobs at 135 small businesses. The administrative support and waste management services industry – which includes temporary personnel staffing services – cut employment in half in the last year, dropping to 256 jobs at 36 firms.

Other important industries in McLeod County included the public administration, with 644 jobs at 32 institutions after gaining 111 net new jobs in the last year; other services, which provided 406 jobs at 80 small businesses; finance and insurance with 403 jobs at 65 firms after gaining 28 jobs in the last year; and professional and technical services, which employed 273 jobs at 57 businesses. (See Table 2.)

Table 2: McLeod County Industry Employment Statistics, Qtr. 2 2012

NAICS Industry Title	Number of Firms Qtr. 2 2012	Number of Jobs Qtr. 2 2012	Avg. Weekly Wages 2012	Percent of Total County Jobs	Numeric Change in Firms 2011-12	Numeric Change in Jobs 2011-12	Percent Change in Jobs 2011-12	Percent Change in Wages 2011-12
0 - Total, All Industries	993	16,490	\$711	100.0%	+2	-228	-1.4%	-0.7%
23 - Construction	135	574	\$767	3.5%	-1	+9	+1.6%	+8.9%
31 - Manufacturing	78	4,685	\$1,028	28.4%	0	-379	-7.5%	-1.8%
22 - Utilities	2	75	\$1,158	0.5%	0	-2	-2.6%	-0.1%
42 - Wholesale Trade	41	602	\$1,095	3.7%	+2	+27	+4.7%	+8.5%
44 - Retail Trade	154	2,098	\$371	12.7%	-3	+133	+6.8%	0.0%
51 - Information	20	207	\$476	1.3%	ND	ND	ND	ND
52 - Finance & Insurance	65	403	\$912	2.4%	+5	+28	+7.5%	+7.4%
53 - Real Estate & Rental & Leasing	30	60	\$429	0.4%	+1	-24	-28.6%	-28.0%
54 - Professional, Scientific & Technical Services	57	273	\$701	1.7%	-3	-2	-0.7%	+4.9%
55 - Management of Companies	5	65	\$1,206	0.4%	-1	-19	-22.6%	+43.9%
56 - Administrative Support & Waste Services	36	256	\$615	1.6%	-3	-298	-53.8%	+16.3%
61 - Educational Services	14	1,023	\$713	6.2%	ND	ND	ND	ND
62 - Health Care & Social Assistance	91	3,032	\$598	18.4%	ND	ND	ND	ND
71 - Arts, Entertainment, & Recreation	18	187	\$293	1.1%	-1	+10	+5.6%	-6.1%
72 - Accommodation & Food Services	64	1,162	\$210	7.0%	-2	-5	-0.4%	+6.1%
81 - Other Services, Ex. Public Admin.	80	406	\$389	2.5%	0	-2	-0.5%	+2.6%
92 - Public Administration	32	644	\$809	3.9%	0	+111	+20.8%	+7.7%

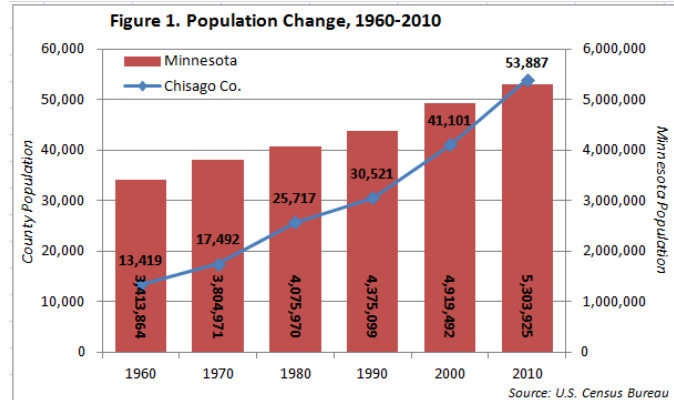
Source: DEED Quarterly Census of Employment & Wages (QCEW) program

For more information on the demographic, labor market, and economic statistics for McLeod County, please call Cameron Macht at 320-441-6567 or e-mail at cameron.macht@state.mn.us.

Chisago County Demographic & Economic Profile

Demographic Characteristics

With 53,887 people in 2010, Chisago County is now the 18th largest county (out of 87 counties) in the state of Minnesota. After gaining 12,786 people over the last decade, a 31.1% increase, it was the 4th fastest growing county in the state. In comparison, the state of Minnesota gained about 385,000 people from 2000 to 2010, a 7.8% increase. Chisago County's recent growth is part of a long-term trend. Over the last half century, Chisago County has quadrupled in size (+301.6%) from 13,419 people in 1960 to 53,887 people in 2010. Minnesota grew 55.4% over the last 50 years. (See Figure 1.)



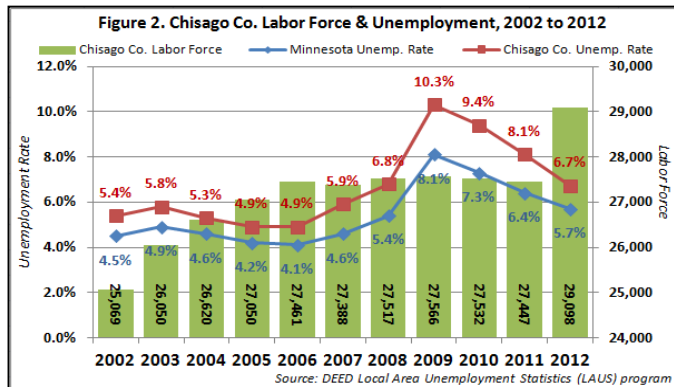
According to data from the 2010 Census Bureau, Chisago County had a slightly younger population than the state of Minnesota. Just over one-fourth (25.7%) of the population was under 18 years of age, as compared to 24.2% in the state. However, Chisago County had a smaller percentage of young adults in the 15- to 24-year-old (12.0%) and 25- to 34-year-old (11.7%) age groups as compared to the state (13.6% and 13.5%). With a median age of 39.0 years in 2010, Chisago County had a much higher percentage of people in the 35- to 44-year-old (15.1%) and 45- to 54-year-old (17.3%) age groups than the state (12.8% and 15.2%). About one-fourth (22.9%) of the population was 55 years and over, including 6,247 people who were 65 years and over. (See Table 1.)

Table 1. Chisago Co. Population by Age Group, 2010

Age Group	Number	Percent	Minnesota
0 to 4 years	3,310	6.1%	6.7%
5 to 14 years	7,986	14.8%	13.3%
15 to 24 years	6,483	12.0%	13.6%
25 to 34 years	6,330	11.7%	13.5%
35 to 44 years	8,124	15.1%	12.8%
45 to 54 years	9,325	17.3%	15.2%
55 to 64 years	6,082	11.3%	11.9%
65 years & over	6,247	11.6%	12.9%
Total Population	53,887	100.0%	100.0%

Source: U.S. Census Bureau

Due to the county's rapid population growth, the size of Chisago County's labor force has also been expanding in the last decade. With just under 29,100 workers in 2012, Chisago County gained over 4,000 available workers since 2002, a 16.1% increase. That was about five times as fast as the state of Minnesota, which saw its labor force grow 3.2% from 2002 to 2012, a gain of just under 95,000 workers. Unfortunately, the number of unemployed workers also went up rapidly over the last 10 years, leading to higher unemployment rates. Chisago County's rate peaked at 10.3% in 2009, before working its way back down to 6.7% in 2012. The number of unemployed workers rose from 1,353 people in 2002 to 2,838 in 2009, before dropping to about 1,958 unemployed workers in 2012. Prior to the recession, Chisago County's unemployment rate was consistently about 1% above the state rate, but during the recession, Chisago's rate climbed about 2.0% above the state rate, before dropping back to within 1% of the state rate in 2012. (See Figure 2.)



Close proximity to job markets in the Twin Cities has led to high levels of commuting in Chisago County, with just 38.3% of Chisago County residents working within their home county in 2011. In contrast, 58.2% worked in other counties in Minnesota, and another 3.6% worked in a different state. This mobility led to longer travel times for Chisago County workers, including over 32% of residents who commute more than 45 minutes to work one way. This was nearly three times as high as the number of workers in the state who commuted that long. Less than one in four workers traveled less than 15 minutes to work, as compared to one in three statewide. According to commuting patterns data from the Census Bureau, well over half of Chisago County residents were driving into the seven county Twin Cities metro area for work. Despite the labor export, Chisago County also draws workers from surrounding counties, including Anoka, Washington, Isanti, and Pine.

Industry Employment Characteristics

Through the second quarter of 2012, Chisago County was home to 1,186 business establishments with 13,942 covered jobs, paying out average weekly wages of \$692. After suffering job declines during the recession, Chisago County employers enjoyed a strong recovery in the last two years, gaining 275 net new jobs from the second quarter of 2011 to the second quarter of 2012. In addition to covered jobs, Chisago County also had 3,894 nonemployer establishments in 2010 as well as 867 farms, according to the U.S. Census Bureau and the 2007 Census of Agriculture.

Thirteen of the 17 main industry sectors with covered employment in Chisago County added jobs in the last year, ranging from less than 10 net new jobs in information, management of companies, real estate, transportation and warehousing, and wholesale trade to a gain of 174 net new jobs in manufacturing, which continued its rapid recovery from the recession.

Despite losing 72 jobs in the last year, healthcare and social assistance still provided more than one in four covered jobs in the county, with 26.0% of total employment, or 3,623 covered jobs. Retail trade was the next largest industry in Chisago County, providing 1,552 jobs at 142 business establishments. As consumers cut back on purchases during the recession, retail trade saw on-going job cuts in the county, but in the last two years, retail trade began expanding employment again, including an increase of 64 jobs in the last year. The related accommodation and food services industry welcomed job gains as well, adding 13 more jobs, a 1.1% increase.

Local government employment was strong in educational services, which provided 1,321 jobs, and public administration, which offered 976 jobs. After struggling during the recession, the construction industry gained 75 net new jobs in the last year, now accounting for 5.5% of total employment and almost 20% of total business establishments. Construction was the highest paying industry with \$1,031 average weekly wages.

Administrative support and waste management services suffered a loss of 35 jobs in the last year, but still had 410 jobs at 65 small businesses. In contrast, other services gained 30 jobs from 2011 to 2012, up to 361 jobs at 101 small businesses in the second quarter of 2012. Arts, entertainment, and recreation had 21 firms and 338 jobs and wholesale trade had 309 jobs at 41 firms. Other smaller industries include transportation and warehousing; finance and insurance; professional and technical services; real estate, rental and leasing; information; and management of companies. (See Table 2.)

Table 2: Chisago County Industry Employment Statistics, Qtr. 2 2012

NAICS Industry Title	Number of Firms Qtr. 2 2012	Number of Jobs Qtr. 2 2012	Avg. Weekly Wages 2012	Percent of Total County Jobs	Numeric Change in Firms 2011-12	Numeric Change in Jobs 2011-12	Percent Change in Jobs 2011-12	Percent Change in Wages 2011-12
0 - Total, All Industries	1,186	13,942	\$692	100.0%	+24	+275	+2.0%	+2.5%
23 - Construction	221	769	\$1,031	5.5%	-3	+75	+10.8%	+12.8%
31 - Manufacturing	94	2,100	\$785	15.1%	+6	+174	+9.0%	+3.4%
42 - Wholesale Trade	41	309	\$756	2.2%	-1	+6	+2.0%	+5.4%
44 - Retail Trade	142	1,552	\$426	11.1%	0	+64	+4.3%	+6.0%
48 - Transportation & Warehousing	55	285	\$721	2.0%	+1	+5	+1.8%	+1.1%
51 - Information	13	62	\$577	0.4%	0	+3	+5.1%	-2.9%
52 - Finance & Insurance	38	207	\$749	1.5%	-2	-65	-23.9%	+5.6%
53 - Real Estate & Rental & Leasing	47	105	\$307	0.8%	+3	+5	+5.0%	+3.7%
54 - Professional & Technical Services	71	215	\$705	1.5%	+1	+17	+8.6%	+6.3%
55 - Management of Companies	6	34	\$603	0.2%	+1	+5	+17.2%	-22.5%
56 - Administrative & Waste Services	65	410	\$559	2.9%	+2	-35	-7.9%	-6.8%
61 - Educational Services	24	1,321	\$812	9.5%	+2	-16	-1.2%	+3.3%
62 - Health Care & Social Assistance	95	3,623	\$835	26.0%	+9	-72	-1.9%	-2.8%
71 - Arts, Entertainment, & Recreation	21	338	\$208	2.4%	+1	+37	+12.3%	-2.3%
72 - Accommodation & Food Services	87	1,205	\$219	8.6%	-2	+13	+1.1%	+2.8%
81 - Other Services	101	361	\$390	2.6%	+6	+30	+9.1%	+0.5%
92 - Public Administration	44	976	\$884	7.0%	+1	+27	+2.8%	+15.7%

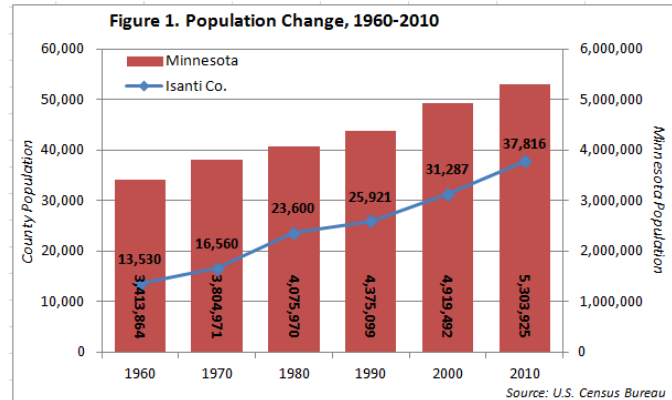
Source: DEED Quarterly Census of Employment & Wages (QCEW) program

For more information on the demographic, labor market, and economic statistics for Chisago County, please call Cameron Macht at 320-441-6567 or e-mail at cameron.macht@state.mn.us.

Isanti County Demographic & Economic Profile

Demographic Characteristics

With 37,816 people in 2010, Isanti County is now the 26th largest county (out of 87 counties) in the state of Minnesota. After gaining 6,529 people over the last decade, a 20.9% increase, it was the 6th fastest growing county in the state. In comparison, the state of Minnesota gained about 385,000 people from 2000 to 2010, a 7.8% increase. Isanti County's recent growth is part of a long-term trend. Over the last half century, Isanti County nearly tripled in size (+179.5%) from 13,530 people in 1960 to 37,816 people in 2010. Minnesota grew 55.4% over the last 50 years. (See Figure 1.)



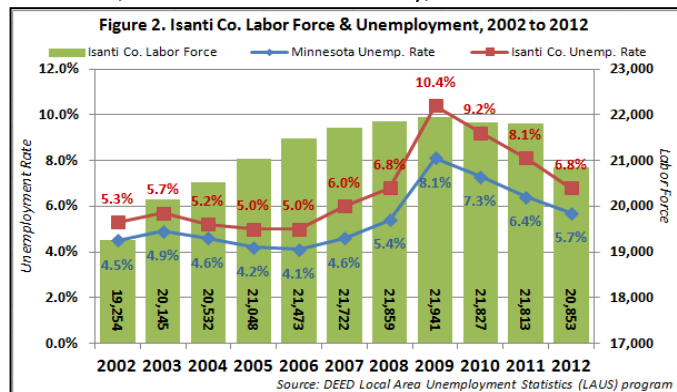
According to data from the 2010 Census Bureau, Isanti County had a much younger population than the state of Minnesota as a whole. Just over one-fourth (25.9%) of the population was under 18 years of age, as compared to 24.2% in the state. However, Isanti County had a smaller percentage of young adults in the 15- to 24-year-old (12.4%) and 25- to 34-year-old (13.0%) age groups as compared to the state (13.6% and 13.5%). With a median age of 37.6 years in 2010, Isanti County had a higher percentage of people in the 35- to 44-year-old (13.2%) and 45- to 54-year-old (16.4%) age groups than the state (12.8% and 15.2%). Combined, 42.5% of the population was between 25 and 54 years of age. Finally, about one-fourth (23.6%) of the population was 55 years and over, including 4,680 people who were 65 years and over. (See Table 1.)

Table 1. Isanti Co. Population by Age Group, 2010

Age Group	Number	Percent	Minnesota
0 to 4 years	2,707	7.2%	6.7%
5 to 14 years	5,430	14.4%	13.3%
15 to 24 years	4,686	12.4%	13.6%
25 to 34 years	4,916	13.0%	13.5%
35 to 44 years	4,985	13.2%	12.8%
45 to 54 years	6,183	16.4%	15.2%
55 to 64 years	4,229	11.2%	11.9%
65 years & over	4,680	12.4%	12.9%
Total Population	37,816	100.0%	100.0%

Source: U.S. Census Bureau

Due to the county's population growth, the size of Isanti County's labor force had also been expanding in the last decade, before slowing in the last year. With just over 20,850 workers in 2012, Isanti County gained 1,600 available workers since 2002, an 8.3% increase. That was more than twice as fast as the state of Minnesota, which saw its labor force grow 3.2% from 2002 to 2012, a gain of just under 95,000 workers. Unfortunately, the number of unemployed workers also went up rapidly over the last 10 years, leading to higher unemployment rates. The number of unemployed workers rose from 1,011 people in 2002 to 2,291 in 2009, before dropping to about 1,421 unemployed workers in 2012. Isanti County's rate peaked at 10.4% in 2009, before falling back to 6.8% in 2012. Prior to the recession, Isanti County's unemployment rate was consistently about 1% above the state rate, but during the recession, Isanti's rate climbed about 2.0% above the state rate, before dropping back to within 1% of the state rate in 2012. (See Figure 2.)



Close proximity to job markets in the Twin Cities has led to high levels of commuting in Isanti County, with just 38.3% of Isanti County residents working within their home county in 2011. In contrast, 60.6% worked in other counties in Minnesota, and another 1.1% worked in a different state. This mobility led to longer travel times for Isanti County workers, including 33.5% of residents who commute more than 45 minutes to work one way. This was three times higher than the percentage of workers in the state who commuted that long. Just one in four workers traveled less than 15 minutes to work, as compared to one in three statewide. According to commuting patterns data from the Census Bureau, about half of Isanti County residents were driving into the seven county Twin Cities metro area for work. In contrast, Isanti County draws workers from surrounding counties, including Kanabec, Anoka, Chisago, Pine, and Mille Lacs.

Industry Employment Characteristics

Through the second quarter of 2012, Isanti County was home to 785 business establishments with 10,508 covered jobs, paying out average weekly wages of \$678. The population growth profiled above had helped Isanti County add jobs in several industries in the last decade, but the lingering recession and population leveling led to a -0.7% year-over-year job decrease, a loss of 70 covered jobs. In addition to covered employment, Isanti County also had 2,701 nonemployer establishments in 2010 as well as 910 farms, according to the U.S. Census Bureau and the Census of Agriculture.

Of the 16 main industry sectors with discloseable data in Isanti County, nine of them gained jobs from the second quarter of 2011 to the second quarter of 2012. Despite being the largest and fastest growing industry in Isanti County for most of the decade, health care and social assistance cut 16 jobs in the last year. However, health care and social assistance still provided one in every four covered jobs in the county, with 24.9% of total employment, or 2,621 covered jobs at 64 establishments.

Retail trade was the next largest industry in Isanti County, providing 1,557 jobs at 102 business establishments after seeing a small decline in the last year. The related accommodation and food services industry, with 42 firms and 798 jobs, saw a small increase in the last year, adding 13 additional jobs.

After suffering severe cuts in the prior two years, manufacturing saw employment gains over the last 24 months, expanding by 314 net new jobs from the second quarter of 2010 to the second quarter of 2012, including a 17.6% increase in the last year. Manufacturing now had 1,431 jobs, and provided 13.6% of total county employment.

Educational services provided 1,136 jobs at 13 establishments in 2012, and saw a slight increase due to steady enrollments in elementary and secondary schools. In contrast, the slowing housing market and leveling population forced construction employers to shed another 11 jobs year-over-year, to 267 jobs at 149 firms.

Other important industries in Isanti County included public administration, which offered 527 jobs at 26 organizations; administrative support and waste management services with 287 jobs at 31 firms; finance and insurance with 286 jobs at 35 firms; and other services, which provided 385 jobs at 75 small businesses, after gaining 16 net new jobs from 2011 to 2012. Administrative support and waste management services, wholesale trade, and manufacturing were among the highest paying sectors in the county. (See Table 2.)

NAICS Industry Title	Number of Firms Qtr. 2 2012	Number of Jobs Qtr. 2 2012	Avg. Weekly Wages 2012	Percent of Total County Jobs	Numeric Change in Firms 2011-12	Numeric Change in Jobs 2011-12	Percent Change in Jobs 2011-12	Percent Change in Wages 2011-12
0 - Total, All Industries	785	10,508	\$678	100.0%	+21	+165	+1.6%	+4.6%
11 - Agriculture, Forestry, Fishing & Hunting	7	111	\$378	1.1%	0	+2	+1.8%	+0.8%
23 - Construction	149	267	\$763	2.5%	+3	-11	-4.0%	+21.1%
31 - Manufacturing	72	1,431	\$924	13.6%	+3	+214	+17.6%	-0.3%
42 - Wholesale Trade	28	194	\$1,045	1.8%	0	0	0.0%	0.0%
44 - Retail Trade	102	1,557	\$432	14.8%	-4	-24	-1.5%	+0.2%
48 - Transportation & Warehousing	25	304	\$671	2.9%	ND	ND	ND	ND
51 - Information (gov't emp. only)	1	75	\$340	0.7%	0	-6	-7.4%	-11.0%
52 - Finance & Insurance	35	286	\$833	2.7%	+5	-27	-8.6%	-7.9%
53 - Real Estate & Rental & Leasing	23	56	\$432	0.5%	+1	+8	+16.7%	-18.8%
56 - Administrative Support & Waste Mgmt. Svcs.	31	287	\$1,047	2.7%	+2	+9	+3.2%	-0.5%
61 - Educational Services (gov't emp. only)	13	1,136	\$744	10.8%	0	+15	+1.3%	+15.2%
62 - Health Care & Social Assistance	64	2,621	\$780	24.9%	+4	-16	-0.6%	+8.5%
71 - Arts, Entertainment, & Recreation	13	71	\$196	0.7%	+2	+9	+14.5%	-15.9%
72 - Accommodation & Food Services	42	798	\$213	7.6%	-2	+13	+1.7%	-3.6%
81 - Other Services	75	385	\$308	3.7%	+4	+16	+4.3%	+7.3%
92 - Public Administration	26	527	\$737	5.0%	+2	+18	+3.5%	-2.6%

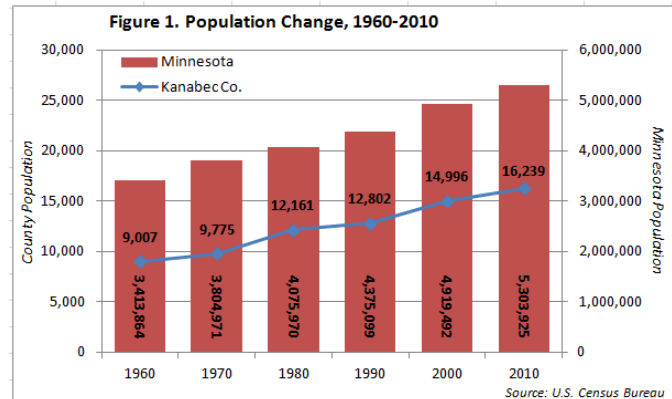
Source: DEED Quarterly Census of Employment & Wages (QCEW) program

For more information on the demographic, labor market, and economic statistics for Isanti County, please call Cameron Macht at 320-441-6567 or e-mail at cameron.macht@state.mn.us.

Kanabec County Demographic & Economic Profile

Demographic Characteristics

With 16,239 people in 2010, Kanabec County is now the 52nd largest county (out of 87 counties) in the state of Minnesota. After gaining 1,243 people over the last decade, an 8.3% increase, it was the 28th fastest growing county in the state. In comparison, the state of Minnesota gained about 385,000 people from 2000 to 2010, a 7.8% increase. Kanabec County's recent growth is part of a long-term trend. Over the last half century, Kanabec County nearly doubled in size (+80.3%) from 9,007 people in 1960 to 16,239 people in 2010. In comparison, Minnesota grew 55.4% over the last 50 years. (See Figure 1.)



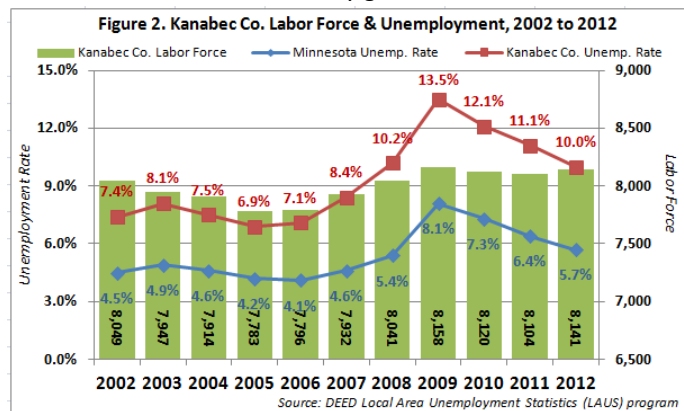
According to data from the 2010 Census Bureau, Kanabec County had a slightly older population than the state of Minnesota as a whole. About one-fourth (24.0%) of the population was under 18 years of age, similar to 24.2% in the state. However, Kanabec County had a much smaller percentage of young adults in the 15- to 24-year-old (11.2%), 25- to 34-year-old (10.9%), and 35- to 44-year-old (12.0%) age groups as compared to the state (13.6%, 13.5%, and 12.8%, respectively). With a median age of 42.1 years in 2010, Kanabec County had a much higher percentage of people in the 45- to 54-year-old (16.4%) and 55- to 64-year-old (13.7%) age groups than the state (15.2% and 11.9%). Finally, about 16.4% of the population was 65 years and over, compared to 12.9% in the state. (See Table 1.)

Table 1. Kanabec Co. Population by Age Group, 2010

Age Group	Number	Percent	Minnesota
0 to 4 years	974	6.0%	6.7%
5 to 14 years	2,180	13.4%	13.3%
15 to 24 years	1,812	11.2%	13.6%
25 to 34 years	1,764	10.9%	13.5%
35 to 44 years	1,955	12.0%	12.8%
45 to 54 years	2,670	16.4%	15.2%
55 to 64 years	2,225	13.7%	11.9%
65 years & over	2,659	16.4%	12.9%
Total Population	16,239	100.0%	100.0%

Source: U.S. Census Bureau

Despite the county's steady population growth, the size of Kanabec County's labor force has remained mostly the same size over the last decade. With 8,141 available workers in 2012, Kanabec County gained less than 100 workers since 2002, when it had 8,049 workers. In comparison, Minnesota's labor force grew 3.2% from 2002 to 2012, a gain of just under 95,000 workers. Unfortunately, the number of unemployed workers did go up over the last 10 years, leading to higher unemployment rates in the county. Kanabec County's rate peaked at 13.5% in 2009, before falling back to 10.0% in 2012. That was the second highest rate in the state. Kanabec County has consistently had among the highest unemployment rates in the state over the last ten years, often ending about 5% above the state rate. (See Figure 2.)



Close proximity to the job markets in the East Central region has led to high levels of commuting in Kanabec County, with just 51.0% of Kanabec County residents working within their home county in 2011. Many Kanabec County residents drive to work in surrounding areas including Isanti, Pine, Chisago, Hennepin, Mille Lacs, and Anoka Counties. For these workers, travel times in Kanabec County were relatively long, including one in four residents (27.5%) commuting 45 minutes or more one way, as compared to 11.2% statewide. About one in three (34.0%) county workers commuted 15 minutes or less. On the other side of the labor exchange, Kanabec County also draws workers from surrounding counties, including Pine, Isanti, Mille Lacs, Aitkin, and Anoka Counties.

Industry Employment Characteristics

Through the second quarter of 2012, Kanabec County was home to 305 business establishments with 3,746 covered jobs, paying out average weekly wages of \$585. That made Kanabec County the smallest economy in the Central Minnesota region. In addition to covered employment, Kanabec County also had 1,129 nonemployer establishments in 2010 as well as 701 farms in 2007, according to the Census Bureau and Census of Agriculture.

Kanabec County gained 64 net new jobs in the last year, a 1.7% increase. Of the 16 main industry sectors in Kanabec County, more than half gained jobs between the second quarter of 2011 and the second quarter of 2012. Almost one-third of total employment in Kanabec County was in the education and health services sector, with 1,188 jobs at 29 firms. This included about 700 jobs in health care, with about half of those at the hospital, and about 425 jobs in educational services, at elementary and secondary schools.

The next largest industry in Kanabec County was retail trade, which provided 511 jobs at 43 retail establishments. As consumers cut back on purchases during the recession, the retail trade industry saw on-going job decreases in the state and county. However, in the last two years, Kanabec County has seen a steady increase in retail trade jobs, gaining 16 net new jobs in the last year. The related accommodation and food services sector also added 32 net new jobs, and now offered another 274 jobs at 23 establishments.

After several years of job declines, manufacturing enjoyed a strong year-over-year employment increase, gaining 105 net new covered jobs from the second quarter of 2011 to the second quarter of 2012, which was a 27.9% expansion. Manufacturing provided 481 jobs at 16 firms, which was 12.8% of county employment. Also greatly affected during the recession and housing slowdown, the construction industry also rebounded in the last year, adding 51 net new jobs from 2011 to 2012.

Other important industries in Kanabec County include public administration, which offered 330 jobs; finance and insurance with 130 jobs at 11 firms; other services, which provided 166 jobs at 25 small businesses despite losing 40 jobs in the last year; professional, scientific and technical services with 45 jobs at 11 firms after also losing 40 jobs from 2011 to 2012; arts, entertainment and recreation with 9 firms and 56 jobs; and wholesale trade with 68 jobs at 10 firms. Construction was still the highest paying sector in the county, but mining, finance and insurance, and health care and social assistance were also higher paying industries. (See Table 2.)

Table 2: Kanabec County Industry Employment Statistics, Qtr. 2 2012

NAICS Industry Title	Number of Firms Qtr. 2 2012	Number of Jobs Qtr. 2 2012	Avg. Weekly Wages 2012	Percent of Total County Jobs	Numeric Change in Firms 2011-12	Numeric Change in Jobs 2011-12	Percent Change in Jobs 2011-12	Percent Change in Wages 2011-12
0 - Total, All Industries	305	3,746	\$585	100.0%	-4	+64	+1.7%	+2.5%
11 - Agriculture, Forestry, Fishing & Hunting	7	17	\$492	0.5%	ND	ND	ND	ND
21 - Mining	3	18	\$993	0.5%	ND	ND	ND	ND
23 - Construction	57	310	\$1,109	8.3%	-2	+51	+19.7%	+3.8%
31 - Manufacturing	16	481	\$688	12.8%	+2	+105	+27.9%	-1.9%
42 - Wholesale Trade	10	68	\$565	1.8%	+1	+10	+17.2%	-0.5%
44 - Retail Trade	43	511	\$365	13.6%	+2	+16	+3.2%	+2.0%
48 - Transportation & Warehousing	4	51	\$539	1.4%	0	-3	-5.6%	-12.4%
52 - Finance & Insurance	11	130	\$770	3.5%	-1	+1	+0.8%	+0.4%
53 - Real Estate & Rental & Leasing	8	22	\$464	0.6%	-1	+2	+10.0%	-4.7%
54 - Professional, Scientific & Technical Services	11	45	\$508	1.2%	-1	-40	-47.1%	+3.9%
61/62 - Education & Health Services	29	1,188	\$591	31.7%	+1	-9	-0.8%	-4.7%
61 - Educational Services (<i>gov't only</i>)	4	421	\$454	11.2%	0	+4	+1.0%	-0.4%
62 - Health Care & Social Assistance (<i>gov't only</i>)	1	362	\$816	9.7%	0	+3	+0.8%	-12.6%
71 - Arts, Entertainment, & Recreation	9	56	\$203	1.5%	+1	-7	-11.1%	+36.2%
72 - Accommodation & Food Services	23	274	\$162	7.3%	-1	+32	+13.2%	+0.6%
81 - Other Services, Ex. Public Admin.	25	166	\$499	4.4%	-1	-40	-19.4%	+0.6%
92 - Public Administration	24	330	\$687	8.8%	0	-1	-0.3%	+11.3%

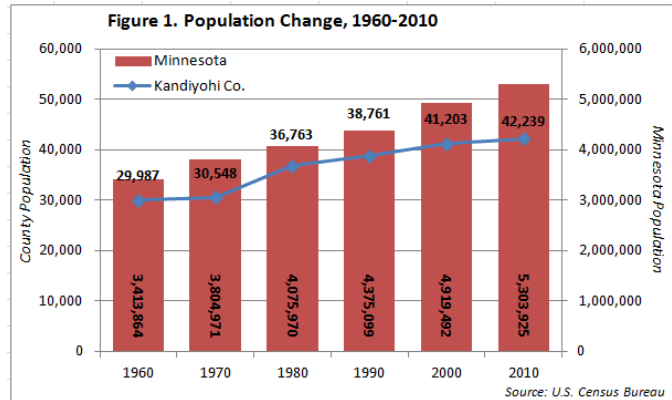
Source: DEED Quarterly Census of Employment & Wages (QCEW) program

For more information on the demographic, labor market, and economic statistics for Kanabec County, please call Cameron Macht at 320-441-6567 or e-mail at cameron.macht@state.mn.us.

Kandiyohi County Demographic & Economic Profile

Demographic Characteristics

With 42,239 people in 2010, Kandiyohi County is still the 23rd largest county (out of 87 counties) in the state of Minnesota. After gaining 1,036 people over the last decade, a 2.5% increase, it was the 41st fastest growing county in the state. In comparison, the state of Minnesota gained about 385,000 people from 2000 to 2010, a 7.8% increase. Kandiyohi County's recent growth is part of a long-term trend. Over the last half century, Kandiyohi County welcomed more than 12,250 people (+40.9%), from 29,987 people in 1960 to 42,239 people in 2010. In comparison, Minnesota grew 55.4% over the last 50 years. (See Figure 1.)



According to data from the 2010 Census Bureau, Kandiyohi County had both a younger *and* older population than the state of Minnesota. About 6.9% of the county was younger than 5 years, as compared to 6.7% in Minnesota.

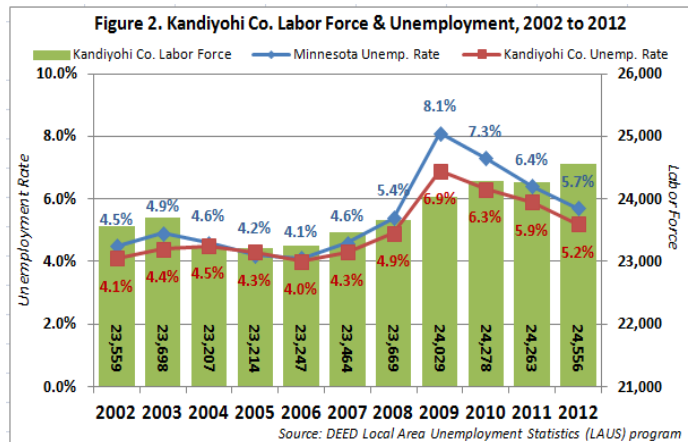
With a 2-year postsecondary institution, Kandiyohi County also had a slightly higher percentage of young adults in the 15- to 24-year-old (13.9%) age group than the state. However, Kandiyohi County had a lower percentage 25- to 34-year-olds (11.6%), 35- to 44-year-olds (11.0%), and 45- to 54-year-olds (14.8%) than the state (13.5%, 12.8%, and 15.2% respectively). With a median age of 39.5 years in 2010, Kandiyohi County had a higher percentage of people in the 55- to 64-year-old (12.8%) age group than the state (11.9%). Finally, about 16.2% of the population was 65 years and over, as compared to 12.9% in the state. (See Table 1.)

Table 1. Kandiyohi Co. Population by Age Group, 2010

Age Group	Number	Percent	Minnesota
0 to 4 years	2,919	6.9%	6.7%
5 to 14 years	5,399	12.8%	13.3%
15 to 24 years	5,866	13.9%	13.6%
25 to 34 years	4,910	11.6%	13.5%
35 to 44 years	4,643	11.0%	12.8%
45 to 54 years	6,248	14.8%	15.2%
55 to 64 years	5,422	12.8%	11.9%
65 years & over	6,832	16.2%	12.9%
Total Population	42,239	100.0%	100.0%

Source: U.S. Census Bureau

Much like the county's steady population growth, the size of Kandiyohi County's labor force increased steadily over the last decade. With 24,556 available workers in 2012, Kandiyohi County gained about 1,000 workers since 2002, when it had 23,559 workers, a 4.2% gain. In comparison, Minnesota's labor force grew 3.2% from 2002 to 2012, a gain of just under 95,000 workers. Unfortunately, the number of unemployed workers also went up over the last 10 years, leading to higher unemployment rates in the county. Kandiyohi County's rate peaked at 6.9% in 2009, before falling back to 5.2% in 2012. Kandiyohi County has consistently had the lowest unemployment rate in the Central Minnesota region over the last ten years, but especially during the recession. It was over 1.0% below the state rate during 2009 and 2010, then stayed 0.5% below in the last two years. (See Figure 2.)



Almost 90% of Kandiyohi County's workers both lived and worked within the county, which is one of the highest rates of residents staying within their home county for work in the state. But Willmar is also a regional employment center, and workers drive in from surrounding counties including Stearns, Renville, Meeker, Swift, and Chippewa. At the same time, residents from Kandiyohi County also drive to other counties for work, primarily the Twin Cities and St. Cloud metro areas including Ramsey, Stearns, Hennepin, Anoka, and Meeker Counties. Travel times in Kandiyohi County are among the shortest in the state, with more than half of workers commuting less than 15 minutes one way, and just 6.5% of workers commuting 45 minutes or more.

Industry Employment Characteristics

Through the second quarter of 2012, Kandiyohi County was home to 1,377 business establishments with 22,802 covered jobs, paying out average weekly wages of \$620. In addition to covered employment, Kandiyohi County also had 3,089 nonemployer establishments in 2010 as well as 1,386 farms in 2007, according to the U.S. Census Bureau and the 2007 Census of Agriculture.

After seeing declines during the recession, Kandiyohi County saw a small recovery in the last year, gaining 172 net new jobs from the second quarter of 2011 to the second quarter of 2012. Of the 18 main industry sectors in Kandiyohi County, about half gained jobs. The largest and fastest growing industry in Kandiyohi County for most of the decade, healthcare and social assistance industry provided one in every four covered jobs in the county, with 24.6% of total employment, or 5,601 covered jobs.

After a couple years of employment decline during the recession, manufacturing welcomed significant year-over-year employment gains, adding 115 net new covered jobs from the second quarter of 2011 to the second quarter of 2012. Manufacturing now had 3,205 jobs, and provided 14.1% of total countywide employment.

Retail trade was the third largest industry in Kandiyohi County, providing 2,916 jobs at 233 stores, but lost 90 jobs from 2011 to 2012. The related accommodation and food services industry also lost about twice as many jobs in the last year, but still offered 1,396 jobs at 81 establishments, or 6.1% of total employment in the county.

Educational services is the next largest industry, providing 1,432 jobs at 23 institutions, after gaining 45 net new jobs in the last year. After severe declines during the recession and housing crisis, the construction industry continued to rebound from 2011 to 2012, building up to 1,288 jobs at 176 firms.

Other important industries in Kandiyohi County included public administration, which offered 937 jobs after losing 24 jobs in the last year; wholesale trade with 772 jobs at 63 firms after dropping 20 jobs; other services, which provided 679 jobs at 108 small businesses; finance and insurance with 603 jobs at 65 firms; professional and technical services, which provided 594 jobs at 83 businesses; and transportation and warehousing, with 83 firms and 523 jobs. Utilities were easily the highest paying sector in the county, but wholesale trade, construction, public administration, and finance and insurance were also high paying industries. (See Table 2.)

Table 2: Kandiyohi County Industry Employment Statistics, Qtr. 2 2012

NAICS Industry Title	Number of Firms Qtr. 2 2012	Number of Jobs Qtr. 2 2012	Avg. Weekly Wages 2012	Percent of Total County Jobs	Numeric Change in Firms 2011-12	Numeric Change in Jobs 2011-12	Percent Change in Jobs 2011-12	Percent Change in Wages 2011-12
0 - Total, All Industries	1,377	22,802	\$620	100.0%	+14	+172	+0.8%	+1.8%
23 - Construction	176	1,288	\$922	5.6%	+5	+2	+0.2%	+9.1%
31 - Manufacturing	75	3,205	\$749	14.1%	+1	+115	+3.7%	+0.9%
22 - Utilities	5	121	\$1,371	0.5%	0	+1	+0.8%	+3.9%
42 - Wholesale Trade	63	772	\$926	3.4%	-1	-20	-2.5%	+6.7%
44 - Retail Trade	233	2,916	\$415	12.8%	+3	-90	-3.0%	+2.2%
48 - Transportation & Warehousing	83	523	\$647	2.3%	+2	-9	-1.7%	-2.9%
51 - Information	2	133	\$273	0.6%	0	+1	+0.8%	-18.3%
52 - Finance & Insurance	65	603	\$907	2.6%	-2	+43	+7.7%	+9.0%
53 - Real Estate & Rental & Leasing	41	170	\$517	0.7%	0	+25	+17.2%	+0.4%
54 - Professional, Scientific & Technical Services	83	594	\$710	2.6%	+1	+39	+7.0%	-2.1%
55 - Management of Companies	3	109	\$697	0.5%	ND	ND	ND	ND
56 - Administrative Support & Waste Mgmt. Svcs.	59	631	\$443	2.8%	ND	ND	ND	ND
61 - Educational Services (2011 data)	23	1,432	\$787	6.3%	0	+45	+3.3%	-1.2%
62 - Health Care & Social Assistance (2011 data)	124	5,601	\$594	24.6%	ND	ND	ND	ND
71 - Arts, Entertainment, & Recreation	19	275	\$249	1.2%	-1	-2	-0.7%	+8.7%
72 - Accommodation & Food Services	81	1,396	\$228	6.1%	0	-178	-11.3%	+2.2%
81 - Other Services, Ex. Public Admin.	108	679	\$397	3.0%	-2	-9	-1.3%	+4.2%
92 - Public Administration	55	937	\$809	4.1%	0	-24	-2.5%	-3.6%

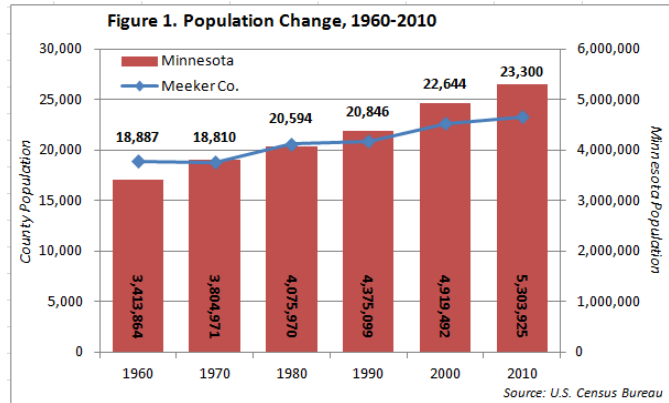
Source: DEED Quarterly Census of Employment & Wages (QCEW) program

For more information on the demographic, labor market, and economic statistics for Kandiyohi County, please call Cameron Macht at 320-441-6567 or e-mail at cameron.macht@state.mn.us.

Meeker County Demographic & Economic Profile

Demographic Characteristics

With 23,300 people in 2010, Meeker County is now the 43rd largest county (out of 87 counties) in the state of Minnesota. After gaining 656 people over the last decade, a 2.9% increase, it was also the 38th fastest growing county in the state. In comparison, the state of Minnesota gained about 385,000 people from 2000 to 2010, a 7.8% increase. Meeker County's recent growth is part of a long-term trend. Over the last half century, Meeker County has welcomed 4,413 people (+23.4%), from 18,887 people in 1960 to 23,300 people in 2010. In comparison, Minnesota grew 55.4% over the last 50 years. (See Figure 1.)

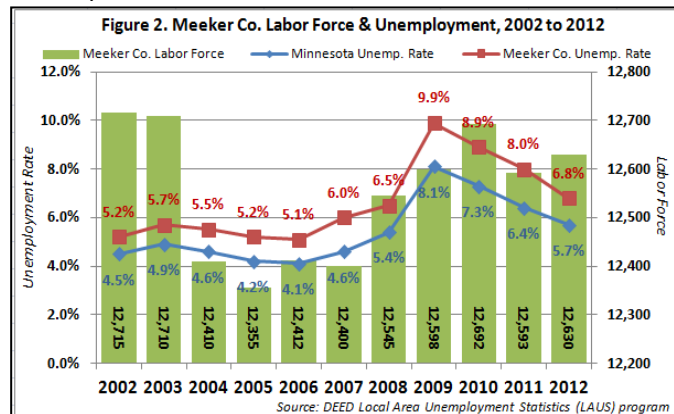


According to data from the 2010 Census Bureau, Meeker County had both a slightly younger *and* older population than the state of Minnesota. Over one-fourth (25.4%) of the population was under 18 years of age, as compared to 24.2% in the state. However, without a 2-year postsecondary institution, Meeker County had a much lower percentage of young adults in the 15- to 24-year-old (11.0%) age group than the state (13.6%). With a median age of 41.2 years in 2010, about 38.2% of Meeker County's population was in their prime working years, of 25- to 54-years of age, as compared to 41.6% statewide. In contrast, Meeker County had a higher percentage of people in the 55- to 64-year-old (13.3%) age groups than the state (11.9%), and a much higher percentage of people in the 65 years and over age group (16.5%), compared to 12.9% in the state. (See Table 1.)

Age Group	Number	Percent	Minnesota
0 to 4 years	1,624	7.0%	6.7%
5 to 14 years	3,286	14.1%	13.3%
15 to 24 years	2,563	11.0%	13.6%
25 to 34 years	2,543	10.9%	13.5%
35 to 44 years	2,709	11.6%	12.8%
45 to 54 years	3,645	15.6%	15.2%
55 to 64 years	3,095	13.3%	11.9%
65 years & over	3,835	16.5%	12.9%
Total Population	23,300	100.0%	100.0%

Source: U.S. Census Bureau

Despite the county's steady population growth, the size of Meeker County's labor force decreased over the last decade. With 12,630 available workers in 2012, Meeker County shed about 85 workers since 2002, when it had 12,715 workers, a -0.7% decline. In comparison, Minnesota's labor force grew 3.2% from 2002 to 2012, a gain of just under 95,000 workers. Unfortunately, the number of unemployed workers did go up over the last 10 years, leading to higher unemployment rates in the county. Meeker County's rate peaked at 9.9% in 2009, before falling back to 6.8% in 2012. Prior to the recession, Meeker County's unemployment rate was consistently about 1% above the state rate, but during the recession, Meeker's rate climbed about 1.5% above the state rate, before dropping back to within 1% of the state rate in 2012. (See Figure 2.)



Close proximity to the job markets in St. Cloud, Hutchinson, Willmar, and the Twin Cities has prompted about half (45.3%) of Meeker County's workers to work outside the county in 2011. Meeker County is a net labor exporter, with residents driving to work in McLeod, Hennepin, Wright, Stearns, Ramsey, and Kandiyohi Counties. On the other side of the labor exchange, Meeker County also draws workers from surrounding counties, including Stearns, Kandiyohi, and McLeod Counties. Travel times in Meeker County are relatively short in comparison with other metro fringe counties and the state, with 41.2% of workers commuting less than 15 minutes one way, but also more than 15% of workers commuting 45 minutes or more.

Industry Employment Characteristics

Through the second quarter of 2012, Meeker County was home to 599 business establishments with 6,761 covered jobs, paying out average weekly wages of \$617. After two years of employment declines during the recession, Meeker County's economy has expanded for the last two years, including a gain of 87 net new jobs in the last year, a 1.3% increase. In addition to covered employment, Meeker County also had 1,677 nonemployer establishments in 2010 as well as 1,146 farms in 2007, according to the U.S. Census Bureau and the 2007 Census of Agriculture.

Of the 15 main industry sectors in Meeker County, nine gained jobs between the second quarter of 2011 and the second quarter of 2012. Manufacturing is the largest employing industry in the county, with 1,361 jobs at 54 establishments, after gaining 46 net new jobs in the last year. One in five jobs in the county is in manufacturing.

Health care and social assistance is the next largest industry in the county, with 1,165 jobs at 51 establishments, accounting for just over 17% of total employment. After gaining more than 100 jobs over the decade, health care saw a small decline in employment in the last two years.

Retail trade was the next largest sector, providing 758 jobs at 67 business establishments. As consumers cut back during the recession, retail trade suffered steady and on-going job cuts in the county. However, retailers stabilized in the last year. The related accommodation and food services industry saw small declines, losing 13 jobs year-over-year, and now providing 415 jobs at 33 establishments.

Other important industries in Meeker County included construction, which offered 296 jobs at 99 operations; public administration, with 429 jobs at 22 organizations; wholesale trade with 351 jobs at 27 firms; other services, which provided 262 jobs at 39 small businesses; finance and insurance with 180 jobs at 32 firms; and professional and technical services, which offered 207 jobs at 33 businesses, after gaining 31 jobs in the last year. Smaller industries include real estate, rental, and leasing; arts, entertainment, and recreation; and mining.

Professional, scientific, and technical services was the highest paying sector in Meeker County with average weekly wages of \$869; but finance and insurance, mining, and manufacturing were also relatively high paying. The lowest paying industries were accommodation and food services; arts, entertainment, and recreation, and retail trade. (See Table 2.)

Table 2: Meeker County Industry Employment Statistics, Qtr. 2 2012

NAICS Industry Title	Number of Firms Qtr. 2 2012	Number of Jobs Qtr. 2 2012	Avg. Weekly Wages 2012	Percent of Total County Jobs	Numeric Change in Firms 2011-12	Numeric Change in Jobs 2011-12	Percent Change in Jobs 2011-12	Percent Change in Wages 2011-12
0 - Total, All Industries	599	6,761	\$617	100.0%	+4	+87	+1.3%	+6.4%
11 - Agriculture, Forestry, Fishing & Hunting	28	216	\$635	3.2%	0	+11	+5.4%	-11.2%
21 - Mining	3	16	\$828	0.2%	0	+5	+45.5%	+3.8%
23 - Construction	99	296	\$731	4.4%	+2	0	0.0%	+13.3%
31 - Manufacturing	54	1,361	\$804	20.1%	0	+46	+3.5%	+2.6%
42 - Wholesale Trade	27	351	\$706	5.2%	0	-8	-2.2%	-4.7%
44 - Retail Trade	67	758	\$399	11.2%	0	-1	-0.1%	+7.5%
52 - Finance & Insurance	32	180	\$836	2.7%	-1	+3	+1.7%	+6.9%
53 - Real Estate & Rental & Leasing	11	30	\$300	0.4%	-2	-19	-38.8%	-34.2%
54 - Professional, Scientific & Technical Services	33	207	\$869	3.1%	-1	+31	+17.6%	+13.2%
61 - Educational Services (<i>gov't only</i>)	16	551	\$745	8.1%	0	+3	+0.5%	+8.8%
62 - Health Care & Social Assistance	51	1,165	\$499	17.2%	+2	-8	-0.7%	ND
71 - Arts, Entertainment, & Recreation	7	26	\$231	0.4%	-1	+1	+4.0%	+15.5%
72 - Accommodation & Food Services	33	415	\$178	6.1%	-1	-13	-3.0%	+4.1%
81 - Other Services, Ex. Public Admin.	39	262	\$440	3.9%	+2	+11	+4.4%	+7.6%
92 - Public Administration	22	429	\$676	6.3%	-1	-17	-3.8%	+1.8%

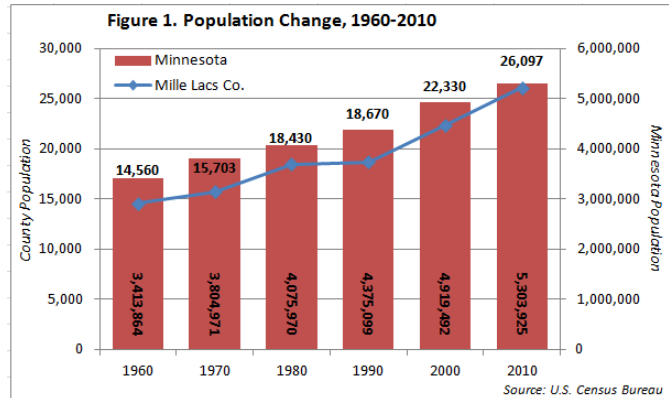
Source: DEED Quarterly Census of Employment & Wages (QCEW) program

For more information on the demographic, labor market, and economic statistics for Meeker County, please call Cameron Macht at 320-441-6567 or e-mail at cameron.macht@state.mn.us.

Mille Lacs County Demographic & Economic Profile

Demographic Characteristics

With 26,097 people in 2010, Mille Lacs County is now the 39th largest county (out of 87 counties) in the state of Minnesota. After gaining 3,767 people over the last decade, a 16.9% increase, it was also the 8th fastest growing county in the state. In comparison, the state of Minnesota gained about 385,000 people from 2000 to 2010, a 7.8% increase. Mille Lacs County's recent growth is part of a long-term trend. Over the last half century, Mille Lacs County nearly doubled, welcoming 11,537 people (+79.2%), from 14,560 people in 1960 to 26,097 people in 2010. In comparison, Minnesota grew 55.4% over the last 50 years. (See Figure 1.)



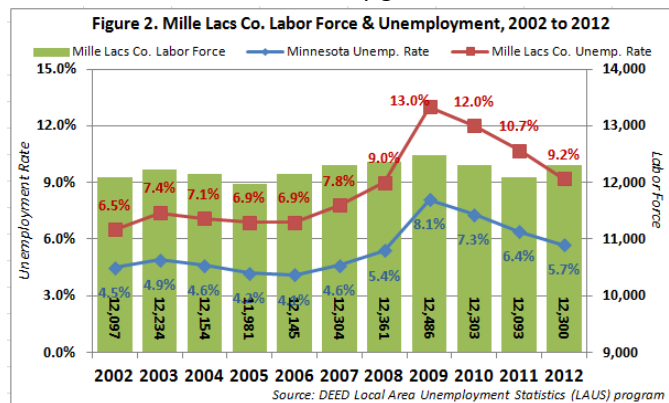
According to data from the 2010 Census Bureau, Mille Lacs County had both a younger *and* older population than the state of Minnesota. Over one-fourth (25.3%) of the population was under 18 years of age, as compared to 24.2% in the state. However, Mille Lacs County had a lower percentage of young adults in the 15- to 24-year-old (12.1%) age group than the state (13.6%). With a median age of 39.4 years in 2010, about 39.4% of Mille Lacs County's population was in their prime working years, of 25- to 54-years of age, as compared to 41.6% statewide. Though Mille Lacs had a slightly lower percentage of people in the 55- to 64-year-old (11.4%) age group than the state (11.9%), it had a much higher percentage of people in the 65 years and over age group (16.1%), compared to 12.9% in the state. (See Table 1.)

Table 1. Mille Lacs Co. Population by Age Group, 2010

Age Group	Number	Percent	Minnesota
0 to 4 years	1,857	7.1%	6.7%
5 to 14 years	3,603	13.8%	13.3%
15 to 24 years	3,166	12.1%	13.6%
25 to 34 years	3,078	11.8%	13.5%
35 to 44 years	3,233	12.4%	12.8%
45 to 54 years	3,968	15.2%	15.2%
55 to 64 years	2,986	11.4%	11.9%
65 years & over	4,206	16.1%	12.9%
Total Population	26,097	100.0%	100.0%

Source: U.S. Census Bureau

Despite the county's rapid population growth, the size of Mille Lacs County's labor force essentially held steady over the last decade. With just under 12,300 available workers in 2012, Mille Lacs County gained less than 200 workers since 2002, when it had 12,097 workers, a 1.5% increase. In comparison, Minnesota's labor force grew 3.2% from 2002 to 2012, a gain of just under 95,000 workers. Unfortunately, the number of unemployed workers went up more quickly over the last 10 years, leading to higher unemployment rates in the county. Mille Lacs County's rate peaked at 13.0% in 2009, before falling back to 9.1% in 2012. However, that was still the third highest rate in the state of Minnesota. The number of unemployed workers climbed rapidly over the decade, from 781 in 2002 to 1,122 in 2012, after peaking with 1,625 unemployed workers in 2009. (See Figure 2.)



About 56% of Mille Lacs County workers both live and work in Mille Lacs County, with the remaining 44% driving outside the county for work. Despite the longer distance to the Twin Cities metro area, many Mille Lacs County residents are driving south for work, including into Sherburne, Hennepin, Anoka, and Ramsey Counties; as well as west into the St. Cloud metro area. In contrast, Mille Lacs County seems to draw workers from the north and west, rather than the south; gaining workers from surrounding counties, including Crow Wing, Sherburne, Morrison, Kanabec, Isanti, and Benton. Travel times in Mille Lacs County are long, with one in four workers commuting more than 45 minutes one way, more than twice the rate statewide; though over one-third (36.9%) of workers are also commuting less than 15 minutes. (See Table 2.)

Table 2. Travel Time to Work	Mille Lacs Co.	State of Minnesota
Less than 15 minutes	36.9%	32.4%
15 to 29 minutes	21.6%	37.6%
30 to 44 minutes	14.0%	18.7%
45 to 59 minutes	12.2%	6.1%
60 minutes or more	15.3%	5.1%

Source: 2009-2011 American Community Survey

Industry Employment Characteristics

Through the second quarter of 2012, Mille Lacs County was home to 705 business establishments with 9,639 covered jobs, paying out average weekly wages of \$565. Mille Lacs County's economy finally saw a strong recovery from the recession, adding almost 500 net new covered jobs from the second quarter of 2011 to the second quarter of 2012, a 5.4% increase. In comparison, employers in Minnesota gained 42,635 jobs in the last year, a 1.6% rise. In addition to covered employment, Mille Lacs County also had 1,859 nonemployer establishments in 2010 as well as 762 farms in 2007, according to the U.S. Census Bureau and the 2007 Census of Agriculture.

Mille Lacs County is unique due to a much higher concentration of arts, entertainment, and recreation and public administration industry employment than other counties in the state. In fact, almost 40 percent of jobs in Mille Lacs County are in the public sector, as compared to 14.2% in the state. Many of those are in the arts, entertainment, and recreation industry (which includes casinos), with 1,304 jobs at 16 establishments, providing 13.5% of total employment. Public administration comprised 12.7% of employment in the county, with 1,223 jobs at 35 organizations. Combined, the retail trade and accommodation and food services sectors provide about 1,700 jobs in the county, after gaining 50 net new jobs in the last year.

The healthcare and social assistance industry was the largest and fastest growing industry in Mille Lacs County for most of the decade, and provided 1,720 jobs at 52 service providers, accounting for 17.8% of covered jobs, after gaining 104 net new jobs in the last year. Educational services also provided 1,173 jobs at 19 institutions.

Mille Lacs County has one of the smallest concentrations of manufacturing employment in the state, with just 699 jobs at 45 firms. After declining during the recession, manufacturing employment saw a big jump in employment from 2011 to 2012, gaining almost 100 net new jobs. Other important industries in Mille Lacs County include construction, which offered 362 jobs at 113 firms after gaining 35 net new jobs in the last year; other services with 254 jobs at 72 small businesses; professional and technical services, with 280 jobs at 42 firms after gaining 28 net new jobs; transportation and warehousing, which provided 199 jobs at 33 businesses after adding 47 net new jobs from 2011 to 2012; and finance and insurance, with 194 jobs at 26 establishments.

Smaller industries include wholesale trade, with 154 jobs at 24 firms; information, with 127 jobs at 9 firms; utilities, with 50 jobs at 8 organizations; and real estate, rental, and leasing, with 46 jobs at 22 firms. Utilities were easily the highest paying sector in the county, followed by professional and technical services. In contrast, the lowest paying sectors were accommodation and food services, other services, and retail trade. (See Table 3.)

Table 3: Mille Lacs County Industry Employment Statistics, Qtr. 2 2012

NAICS Industry Title	Number of Firms Qtr. 2 2012	Number of Jobs Qtr. 2 2012	Avg. Weekly Wages 2012	Percent of Total County Jobs	Numeric Change in Firms 2011-12	Numeric Change in Jobs 2011-12	Percent Change in Jobs 2011-12	Percent Change in Wages 2011-12
0 - Total, All Industries	705	9,639	\$565	100.0%	+9	+497	+5.4%	+1.3%
23 - Construction	113	362	\$808	3.8%	-1	+35	+10.7%	+21.5%
31 - Manufacturing	45	699	\$695	7.3%	+1	+98	+16.3%	+17.4%
22 - Utilities	8	50	\$1,517	0.5%	0	+4	+8.7%	+14.9%
42 - Wholesale Trade	24	154	\$648	1.6%	0	-20	-11.5%	+6.2%
44 - Retail Trade	82	911	\$344	9.5%	-2	-13	-1.4%	+3.0%
48 - Transportation & Warehousing	33	199	\$490	2.1%	-1	+47	+30.9%	-21.1%
51 - Information	9	127	\$714	1.3%	-2	-7	-5.2%	-8.8%
52 - Finance & Insurance	26	194	\$854	2.0%	+1	+2	+1.0%	-0.9%
53 - Real Estate & Rental & Leasing	22	46	\$348	0.5%	+2	+9	+24.3%	-8.9%
54 - Professional, Scientific & Technical Services	42	280	\$1,250	2.9%	+1	+28	+11.1%	+6.2%
61 - Educational Services	19	1,173	\$657	12.2%	+1	+69	+6.3%	-1.6%
62 - Health Care & Social Assistance	52	1,720	\$562	17.8%	0	+104	+6.4%	+0.5%
71 - Arts, Entertainment, & Recreation	16	1,304	\$433	13.5%	0	-15	-1.1%	-12.7%
72 - Accommodation & Food Services	72	799	\$201	8.3%	+4	+63	+8.6%	+1.5%
81 - Other Services	72	254	\$299	2.6%	+4	+16	+6.7%	-6.9%
92 - Public Administration	35	1,223	\$683	12.7%	0	+76	+6.6%	+0.7%

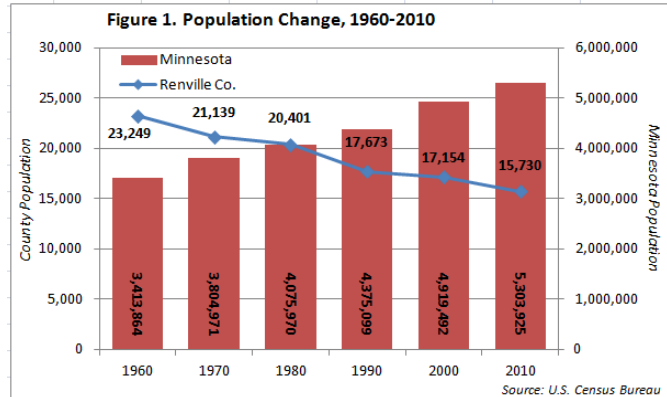
Source: DEED Quarterly Census of Employment & Wages (QCEW) program

For more information on the demographic, labor market, and economic statistics for Mille Lacs County, please call Cameron Macht at 320-441-6567 or e-mail at cameron.macht@state.mn.us.

Renville County Demographic & Economic Profile

Demographic Characteristics

With 15,730 people in 2010, Renville County is now the 55th largest county (out of 87 counties) in the state of Minnesota. After losing 1,424 people over the last decade, an -8.3% decrease, it was the 9th fastest declining county in the state. In comparison, the state of Minnesota gained about 385,000 people from 2000 to 2010, a 7.8% increase. Renville County's recent decline is part of a long-term trend. Over the last half century, Renville County lost just over 7,500 residents, falling from 23,249 people in 1960 to 15,730 people in 2010. In comparison, Minnesota grew 55.4% over the last 50 years. (See Figure 1.)



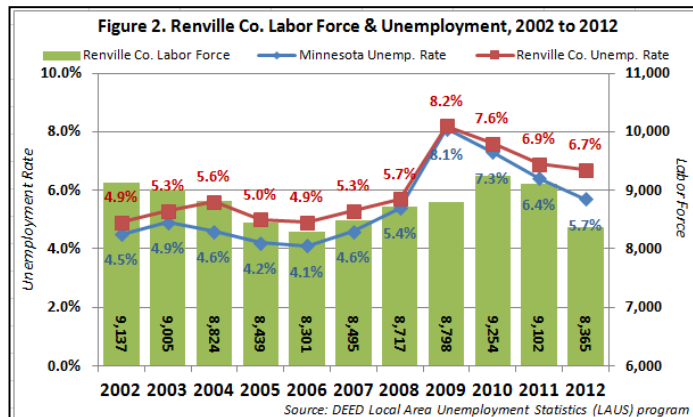
According to data from the 2010 Census Bureau, Renville County had a much older population than the state of Minnesota. Just 23.2% of the population was under 18 years of age, as compared to 24.2% in the state. Renville County also had a lower percentage of young adults in the 15- to 24-year-old (10.9%) age group than the state (13.6%). With a median age of 44.2 years in 2010, just 37.6% of Renville County's population was in their prime working years, of 25- to 54-years of age, as compared to 41.6% statewide. From there, Renville County had a slightly higher percentage of people in the 55- to 64-year-old (13.3%) age group than the state (11.9%), and a much higher percentage of people in the 65 years and over age group (19.4%), compared to 12.9% in the state. (See Table 1.)

Table 1. Renville Co. Population by Age Group, 2010

Age Group	Number	Percent	Minnesota
0 to 4 years	902	5.7%	6.7%
5 to 14 years	2,059	13.1%	13.3%
15 to 24 years	1,710	10.9%	13.6%
25 to 34 years	1,621	10.3%	13.5%
35 to 44 years	1,728	11.0%	12.8%
45 to 54 years	2,571	16.3%	15.2%
55 to 64 years	2,094	13.3%	11.9%
65 years & over	3,045	19.4%	12.9%
Total Population	15,730	100.0%	100.0%

Source: U.S. Census Bureau

Much like the county's population decline, the size of Renville County's labor force also fell over the last decade. With 8,365 available workers in 2012, Renville County lost about 775 workers since 2002, when it had about 9,137 workers, an -8.4% decrease. In comparison, Minnesota's labor force grew 3.2% from 2002 to 2012, a gain of just under 95,000 workers. Unfortunately, the number of unemployed workers was going up over the last 10 years, leading to higher unemployment rates in the county. Renville County's rate peaked at 8.2% in 2009, before falling back to 6.7% in 2012. Prior to the recession, Renville County's unemployment rate was about 0.5% to 1.0% above the state rate, but during the recession, Renville's matched the state rate, before climbing back to 1.0% above the state rate in 2012. (See Figure 2.)



About two-thirds (66.4%) of Renville County's working residents both lived and worked in Renville County, which is one of the highest rates in the state. Renville County also sends many workers to surrounding regional employment centers for work, including McLeod (Hutchinson), Kandiyohi (Willmar), Redwood (Redwood Falls), and Brown (New Ulm). Even for these workers, travel times in Renville County were still relatively short, with 49% of workers commuting less than 15 minutes one way in 2011, as compared to 33.0% statewide. Less than 8.5% drove more than 45 minutes to work. On the other side of the labor exchange, Renville County employers also draw workers from surrounding counties, including Redwood, Kandiyohi, and McLeod Counties.

Industry Employment Characteristics

Through the second quarter of 2012, Renville County was home to 616 business establishments with 5,491 covered jobs, paying out average weekly wages of \$638. With the smallest population in Central Minnesota, Renville County also has the second smallest economy in the region. After avoiding the recession early on then struggling from 2010 to 2011, Renville County's economy recovered with a 2.8% job increase from the second quarter of 2011 to the second quarter of 2012, a gain of 152 covered jobs.

In addition to covered employment, Renville County also had 1,103 nonemployer establishments in 2010 as well as 1,119 farms in 2007, according to the U.S. Census Bureau and the 2007 Census of Agriculture. Market data showed that Renville County ranked second in the state for the market value of agricultural products sold, at \$420 million; as well as first in the state in the number of acres harvested of corn for grain, vegetables, sweet corn; and in the top five in the state for aquaculture, poultry, soybeans, and sheep.

In addition to agriculture, of the 15 main industry sectors in Renville County, just six gained jobs between the second quarter of 2011 and the second quarter of 2012. The largest and fastest growing industry in Renville County for most of the decade, the education and healthcare services industry suffered another employment decline in the last year, but still provided about one in every four covered jobs in the county, with 23.8% of total employment, or 1,307 covered jobs. About 440 of those jobs were in educational services.

The next largest industry in Renville County was manufacturing, which provided 803 jobs at 29 firms. After losing jobs during the recession, manufacturers saw a much smaller decline in the last year, dropping just -1.4%. The retail trade and accommodation and food services sectors offered about 675 jobs in Renville County when combined, after gaining about 20 jobs from 2011 to 2012.

Other important industries in Renville County included public administration, which offered 425 jobs; wholesale trade with 388 jobs at 39 firms after a huge 21.6% job increase in the last year; and construction, which provided 265 jobs at 64 employers after gaining 28 net new jobs. Smaller industries include finance and insurance with 151 jobs at 39 firms; professional and technical services with 148 jobs at 25 firms; and other services, which provided 82 jobs at 42 small businesses. Despite job losses, manufacturing was still the highest paying sector in the county, followed by wholesale trade and finance and insurance, as well as government employment in health care and social assistance. (See Table 2.)

Table 2: Renville County Industry Employment Statistics, Qtr. 2 2012

NAICS Industry Title	Number of Firms Qtr. 2 2012	Number of Jobs Qtr. 2 2012	Avg. Weekly Wages 2012	Percent of Total County Jobs	Numeric Change in Firms 2011-12	Numeric Change in Jobs 2011-12	Percent Change in Jobs 2011-12	Percent Change in Wages 2011-12
0 - Total, All Industries	616	5,491	\$638	100.0%	+7	+152	+2.8%	+4.2%
23 - Construction	64	265	\$669	4.8%	+5	+28	+11.8%	+5.9%
31 - Manufacturing	29	803	\$935	14.6%	0	-11	-1.4%	-0.5%
42 - Wholesale Trade	39	388	\$853	7.1%	0	+69	+21.6%	+8.0%
44 - Retail Trade	58	414	\$374	7.5%	-2	+7	+1.7%	-5.6%
51 - Information	12	32	\$776	0.6%	ND	ND	ND	ND
52 - Finance & Insurance	39	151	\$819	2.7%	-1	0	0.0%	+3.7%
53 - Real Estate & Rental & Leasing	4	4	\$251	0.1%	-1	-1	-20.0%	+35.7%
54 - Professional, Scientific & Technical Services	25	148	\$912	2.7%	0	+13	+9.6%	+4.6%
55 - Management of Companies (2011 data)	3	24	\$956	0.4%	0	0	0.0%	0.0%
56 - Administrative Support & Waste Services	11	66	\$312	1.2%	+1	+1	+1.5%	+6.1%
61/62 - Education & Health Services	51	1,307	\$586	23.8%	+1	-35	-2.6%	+11.8%
61 - Educational Services (government only)	8	441	\$762	8.0%	0	-6	-1.3%	+15.8%
62 - Health Care & Social Assistance (gov't only)	1	141	\$1,081	2.6%	0	+5	+3.7%	+0.8%
71 - Arts, Entertainment, & Recreation	9	35	\$201	0.6%	-2	-24	-40.7%	-10.7%
72 - Accommodation & Food Services	31	257	\$141	4.7%	+1	+15	+6.2%	+5.2%
81 - Other Services	42	82	\$396	1.5%	+3	-5	-5.7%	+14.1%
92 - Public Administration	28	425	\$652	7.7%	0	0	0.0%	+7.8%

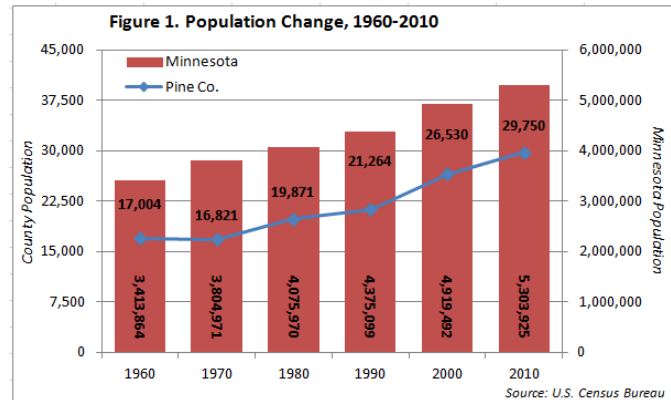
Source: DEED Quarterly Census of Employment & Wages (QCEW) program

For more information on the demographic, labor market, and economic statistics for Renville County, please call Cameron Macht at 320-441-6567 or e-mail at cameron.macht@state.mn.us.

Pine County Demographic & Economic Profile

Demographic Characteristics

With 29,750 people in 2010, Pine County is now the 36th largest county (out of 87 counties) in the state of Minnesota. After gaining 3,220 people over the last decade, a 12.1% increase, it was the 17th fastest growing county in the state. In comparison, the state of Minnesota gained about 385,000 people from 2000 to 2010, a 7.8% increase. Pine County's recent growth is part of a long-term trend. Over the last half century, Pine County nearly doubled, welcoming 12,746 people (+75.0%), from 17,004 people in 1960 to 29,750 people in 2010. In comparison, Minnesota grew 55.4% over the last 50 years. (See Figure 1.)

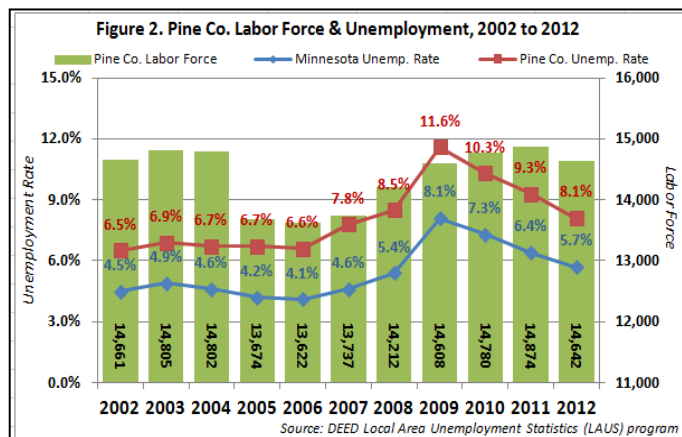


According to data from the 2010 Census Bureau, Pine County had a much older population than the state of Minnesota. Just 22.2% of the population was under 18 years of age, as compared to 24.2% in the state. Despite the presence of a 2-year technical college, Pine County had a lower percentage of young adults in the 15- to 24-year-old (11.0%) age group than the state (13.6%). With a median age of 41.6 years in 2010, about 41.7% of Pine County's population was in their prime working years, of 25- to 54-years of age, as compared to 41.6% statewide. From there, Pine County had a slightly higher percentage of people in the 55- to 64-year-old (12.7%) age group than the state (11.9%), and a much higher percentage of people in the 65 years and over age group (16.3%), compared to 12.9% in the state. (See Table 1.)

Age Group	Number	Percent	Minnesota
0 to 4 years	1,729	5.8%	6.7%
5 to 14 years	3,683	12.4%	13.3%
15 to 24 years	3,287	11.0%	13.6%
25 to 34 years	3,763	12.6%	13.5%
35 to 44 years	3,778	12.7%	12.8%
45 to 54 years	4,868	16.4%	15.2%
55 to 64 years	3,786	12.7%	11.9%
65 years & over	4,856	16.3%	12.9%
Total Population	29,750	100.0%	100.0%

Source: U.S. Census Bureau

Despite the county's rapid population growth, Pine County's labor force was stagnant over the last decade. With 14,642 available workers in 2012, Pine County lost about 20 workers since 2002, when it had about 14,661 workers. In comparison, Minnesota's labor force grew 3.2% from 2002 to 2012, a gain of just under 95,000 workers. Unfortunately, the number of unemployed workers went up more quickly over the last 10 years, leading to higher unemployment rates in the county. Pine County's rate peaked at 11.6% in 2009, before falling back to 8.1% in 2012. Pine County has consistently had among the ten highest unemployment rates in the state over the last ten years, hovering about 2.0% above the state rate at the beginning of the decade, then climbed as high as 3.5% above in 2009, and was about 3.0% above the state rate for the last three years. (See Figure 2.)



About 62% of Pine County's working residents both live and work in Pine County, which is a relatively high number for East Central Minnesota. However, Pine County also sends many workers into other counties for work, either to the north – Carlton and St. Louis – or south – Chisago, Hennepin, Isanti, and Ramsey – but not to the west or into Wisconsin on the east. On the other side of the labor exchange, Pine County draws workers from surrounding counties, including Kanabec, Carlton, and Chisago, as well as Burnett County in Wisconsin. Travel times in Pine County were relatively long in 2011, with one in five workers commuting more than 45 minutes one way, nearly twice the rate statewide; though about 35.5% of workers are also commuting less than 15 minutes.

Industry Employment Characteristics

Through the second quarter of 2012, Pine County was home to 639 business establishments with 8,312 covered jobs, paying out average weekly wages of \$524. Pine County's economy has fluctuated up and down during the recent recession and recovery, gaining 40 net new jobs from the second quarter of 2011 to the second quarter of 2012. In addition to covered employment, Pine County also had 1,832 nonemployer establishments in 2010 as well as 945 farms in 2007, according to the U.S. Census Bureau and the 2007 Census of Agriculture.

Of the 15 main industry sectors in Pine County, seven gained jobs between the second quarter of 2011 and the second quarter of 2012. Arts, entertainment, and recreation is the largest industry in Pine County, providing 1,946 covered jobs at 20 establishments. After job declines during the recession, this industry continued to see a slow but steady recovery in the last year, gaining 47 net new jobs from 2010 to 2011. Likewise, the related accommodation and food services sector, which has 949 jobs at 64 businesses, and the retail trade sector, which has 978 jobs at 86 businesses, both saw job gains in the last year.

After growing during the recession, educational services saw a small job decline from the second quarter of 2011 to the second quarter of 2012. The health care and social assistance industry also suffered a cut in jobs over the last year, dropping to 766 jobs at 49 firms, accounting for less than 10% of total jobs in the county. Public administration also saw a slight job decrease from 2011 to 2012, but maintained 742 jobs at 46 organizations.

After struggling with a slowing housing market, construction employers finally gained 19 jobs year-over-year, with 381 jobs at 100 small businesses. Pine County has one of the smallest concentrations of manufacturing in the state, with 200 jobs at 25 firms, but gained 10 jobs in the last year. In contrast, the administrative support and waste services industry, which includes temporary staffing and personnel services, sliced 22 jobs in the last year.

Other important industries in Pine County included other services, which offered 192 jobs at 54 small businesses; finance and insurance with 159 jobs at 22 firms; and transportation and warehousing, which provided 159 jobs at 34 small businesses. Utilities were easily the highest paying sector in the county, but public administration, educational services and construction were also relatively high paying sectors. (See Table 2.)

Table 2: Pine County Industry Employment Statistics, Qtr. 2 2012

NAICS Industry Title	Number of Firms Qtr. 2 2012	Number of Jobs Qtr. 2 2012	Avg. Weekly Wages 2012	Percent of Total County Jobs	Numeric Change in Firms 2011-12	Numeric Change in Jobs 2011-12	Percent Change in Jobs 2011-12	Percent Change in Wages 2011-12
0 - Total, All Industries	639	8,312	\$524	100.0%	+13	+40	+0.5%	-1.5%
23 - Construction	100	381	\$752	4.6%	+4	+19	+5.2%	+15.2%
31 - Manufacturing	25	200	\$604	2.4%	+1	+10	+5.3%	+3.4%
22 - Utilities	5	37	\$1,519	0.4%	0	-3	-7.5%	+13.2%
42 - Wholesale Trade	16	84	\$482	1.0%	-3	-9	-9.7%	-2.0%
44 - Retail Trade	86	978	\$360	11.8%	0	+51	+5.5%	+3.4%
48 - Transportation & Warehousing	34	159	\$585	1.9%	+5	+19	+13.6%	-13.1%
52 - Finance & Insurance	22	159	\$660	1.9%	0	-2	-1.2%	+3.9%
53 - Real Estate & Rental & Leasing	23	65	\$366	0.8%	-3	+16	+32.7%	+18.4%
56 - Administrative Support & Waste Services	22	272	\$363	3.3%	+2	-22	-7.5%	+3.4%
61 - Educational Services	19	930	\$795	11.2%	0	-17	-1.8%	+6.4%
62 - Health Care & Social Assistance	49	766	\$570	9.2%	-3	-91	-10.6%	-5.0%
71 - Arts, Entertainment, & Recreation	20	1,946	\$398	23.4%	+1	+47	+2.5%	-17.9%
72 - Accommodation & Food Services	64	949	\$212	11.4%	-1	+14	+1.5%	-2.8%
81 - Other Services	54	192	\$334	2.3%	+5	-5	-2.5%	+1.2%
92 - Public Administration	46	742	\$911	8.9%	0	-2	-0.3%	+4.0%

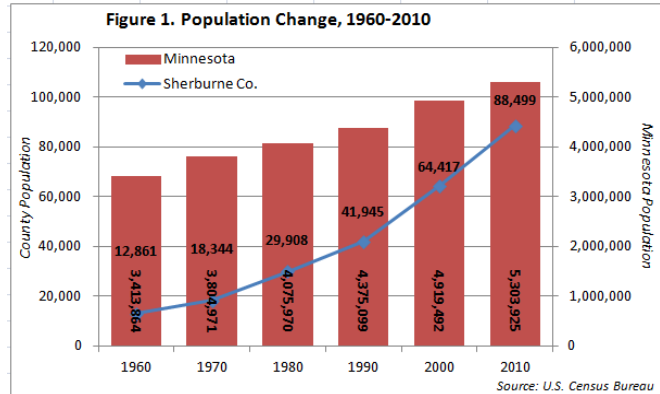
Source: DEED Quarterly Census of Employment & Wages (QCEW) program

For more information on the demographic, labor market, and economic statistics for Pine County, please call Cameron Macht at 320-441-6567 or e-mail at cameron.macht@state.mn.us.

Sherburne County Demographic & Economic Profile

Demographic Characteristics

With 88,499 people in 2010, Sherburne County is now the 12th largest county (out of 87 counties) in the state of Minnesota. After gaining 24,082 people over the last decade, a 37.4% increase, it was the 3rd fastest growing county in the state. In comparison, the state of Minnesota gained about 385,000 people from 2000 to 2010, a 7.8% increase. Sherburne County's recent growth is part of a long-term trend. Over the last half century, Sherburne County's population exploded from 12,821 people in 1960 to 88,499 people in 2010, a 588.1% increase. Minnesota grew 55.4% over the last 50 years. (See Figure 1.)



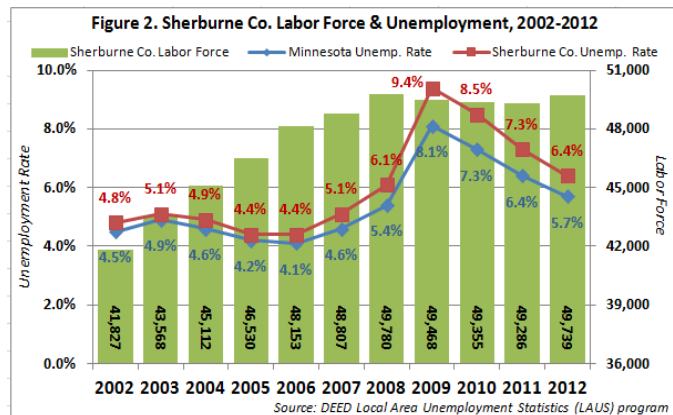
According to data from the 2010 Census Bureau, Sherburne County had a much younger population than the state of Minnesota as a whole. Almost 30 percent (29.1%) of the population was under 18 years of age, as compared to 24.2% in the state. However, without a postsecondary institution, Sherburne County had a smaller percentage of 15- to 24-year-olds (13.3%) than the state (13.6%). With a median age of 33.9 years in 2010, Sherburne County had a much higher percentage of people in the 25- to 34-year-old (14.0%), 35- to 44-year-old (15.7%) and 45- to 54-year-old (15.1%) age groups than the state (13.5%, 12.8%, and 15.2%, respectively). Less than one-fifth (17.7%) of the population was 55 years and over, including just 8.3% of people who were 65 years and over, as compared to 12.9% statewide. (See Table 1.)

Table 1. Sherburne Co. Population by Age Group, 2010

Age Group	Number	Percent	Minnesota
0 to 4 years	6,858	7.7%	6.7%
5 to 14 years	14,692	16.6%	13.3%
15 to 24 years	11,728	13.3%	13.6%
25 to 34 years	12,363	14.0%	13.5%
35 to 44 years	13,874	15.7%	12.8%
45 to 54 years	13,377	15.1%	15.2%
55 to 64 years	8,300	9.4%	11.9%
65 years & over	7,307	8.3%	12.9%
Total Population	88,499	100.0%	100.0%

Source: U.S. Census Bureau

Due to the county's rapid population growth, the size of Sherburne County's labor force had also been expanding rapidly in the last decade. With 49,739 workers in 2012, Sherburne County gained over 7,900 available workers since 2002, an 18.9% increase. That was nearly six times as fast as the state of Minnesota, which saw its labor force grow 3.2% from 2002 to 2012, a gain of just under 95,000 workers. Unfortunately, the number of unemployed workers also went up rapidly over the last 10 years, leading to higher unemployment rates. Sherburne County's rate peaked at 9.4% in 2009. Prior to the recession, Sherburne County's unemployment rate was consistently within 0.5% of the state rate, but during the recession, Sherburne's rate climbed over 1.0% above the state rate, before dropping back to within 0.7% of the state rate in 2012. (See Figure 2.)



Close proximity to job markets in the Twin Cities has led to high levels of commuting in Sherburne County, with just 30.7% of Sherburne County residents working within their home county in 2011. In contrast, 68.7% worked in other counties in Minnesota, and about 0.6% worked in a different state. This mobility led to longer travel times to work for Sherburne County workers, including nearly 30% of residents who commute more than 45 minutes one way. This was nearly three times as high as the number of workers in the state who commuted that long. Less than one in four workers traveled less than 15 minutes to work, as compared to one in three statewide. According to commuting patterns data from the Census Bureau, nearly half of residents were driving into the seven county Twin Cities metro area, including Hennepin and Anoka Counties. Despite the huge labor export, Sherburne County also draws workers from surrounding counties, including Anoka, Mille Lacs, Wright, and Stearns and Benton, with which it shares the city of St. Cloud.

Industry Employment Characteristics

Through the second quarter of 2012, Sherburne County was home to 1,884 business establishments with 23,692 covered jobs, paying out average weekly wages of \$729. The population growth profiled above had helped Sherburne County add jobs in several industries in the last decade, but the recession and foreclosure crisis took a toll from 2008 to 2010. Sherburne County saw a strengthening recovery from the second quarter of 2011 to the second quarter of 2012, gaining 373 net new covered jobs, a 1.6% increase. In addition to covered employment, Sherburne County also had 6,454 nonemployer establishments in 2010, as well as 549 farms in 2007, according to the U.S. Census Bureau and the 2007 Census of Agriculture.

Of the 17 main industry sectors in Sherburne County, ten of them gained jobs from the second quarter of 2011 to the second quarter of 2012. The largest and fastest growing industry in Sherburne County for most of the last decade, healthcare and social assistance industry provided about 17.0% of covered jobs in the county, or 3,958 covered jobs at 138 service providers, despite losing 221 jobs in the last year.

Retail trade was the second largest industry in Sherburne County, providing 3,174 jobs at 194 establishments. After seeing major declines during the recession as consumers cut back on purchases, retail trade gained 66 net new jobs in the last year. The related accommodation and food services industry welcomed a bigger job increase as well, adding 168 jobs from the second quarter of 2011 to the second quarter of 2012, a 10.2% gain.

Due to the housing crisis, construction suffered a severe decline from 2006 to 2010, but saw a big gain of 301 net new jobs from the second quarter of 2011 to the second quarter of 2012, as population growth began again. Likewise, after a couple years of job losses, manufacturing also gained jobs in the last year, reporting 80 net new jobs. Manufacturing provides 2,967 jobs at 145 firms, which was 12.5% of total countywide employment.

Other important industries in Sherburne County included educational services, which provided 2,543 jobs after gaining jobs in the last two years; and public administration, which offered 1,572 jobs at 53 organizations. Sherburne County has a high concentration of employment in transportation and warehousing, with 981 jobs at 87 firms despite losing 48 jobs since 2011; and utilities, with 754 high-paying jobs at 8 firms. Smaller industries include other services, which had 879 jobs at 178 small businesses; wholesale trade, with 73 firms and 858 jobs; and administrative support and waste management services with 672 jobs at 100 establishments. (See Table 2.)

NAICS Industry Title	Number of Firms Qtr. 2 2012	Number of Jobs Qtr. 2 2012	Avg. Weekly Wages 2012	Percent of Total County Jobs	Numeric Change in Firms 2011-12	Numeric Change in Jobs 2011-12	Percent Change in Jobs 2011-12	Percent Change in Wages 2011-12
0 - Total, All Industries	1,884	23,692	\$729	100.0%	+53	+373	+1.6%	+5.0%
23 - Construction	391	1,629	\$1,057	6.9%	+19	+301	+22.7%	+19.7%
31 - Manufacturing	145	2,967	\$946	12.5%	+2	+80	+2.8%	+1.9%
22 - Utilities	8	754	\$1,960	3.2%	0	-6	-0.8%	+7.9%
42 - Wholesale Trade	73	858	\$945	3.6%	-5	-2	-0.2%	+4.2%
44 - Retail Trade	194	3,174	\$450	13.4%	+1	+66	+2.1%	+5.4%
48 - Transportation & Warehousing	87	981	\$738	4.1%	+4	-48	-4.7%	+11.8%
52 - Finance & Insurance	70	333	\$956	1.4%	+1	-74	-18.2%	-0.7%
53 - Real Estate & Rental & Leasing	64	130	\$408	0.5%	-4	-33	-20.2%	-9.1%
54 - Professional, Scientific & Technical Services	138	481	\$884	2.0%	+6	+16	+3.4%	+3.9%
55 - Management of Companies	10	210	\$797	0.9%	-2	-6	-2.8%	-1.5%
56 - Administrative Support & Waste Mgmt. Svcs.	100	672	\$492	2.8%	+6	+43	+6.8%	+14.4%
61 - Educational Services	40	2,543	\$826	10.7%	0	+4	+0.2%	+14.9%
62 - Health Care & Social Assistance	138	3,958	\$627	16.7%	+13	-221	-5.3%	-2.2%
71 - Arts, Entertainment, & Recreation	35	265	\$223	1.1%	+1	+47	+21.6%	-3.5%
72 - Accommodation & Food Services	108	1,813	\$210	7.7%	+4	+168	+10.2%	-9.9%
81 - Other Services	178	879	\$361	3.7%	+8	+12	+1.4%	+4.6%
92 - Public Administration	53	1,572	\$833	6.6%	+1	+7	+0.4%	-0.6%

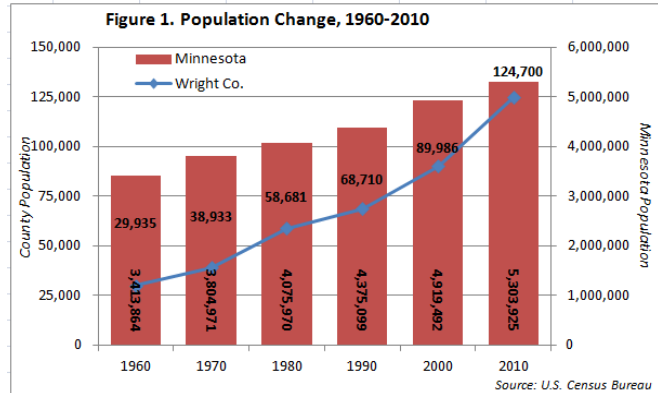
Source: DEED Quarterly Census of Employment & Wages (QCEW) program

For more information on the demographic, labor market, and economic statistics for Sherburne County, please call Cameron Macht at 320-441-6567 or e-mail at cameron.macht@state.mn.us.

Wright County Demographic & Economic Profile

Demographic Characteristics

With 124,700 people in 2010, Wright County is now the 10th largest county (out of 87 counties) in the state of Minnesota. After gaining 34,714 people over the last decade, a 38.6% increase, it was also the 2nd fastest growing county in the state. In comparison, the state of Minnesota gained about 385,000 people from 2000 to 2010, a 7.8% increase. Wright County's recent growth is part of a long-term trend. Over the last half century, Wright County's population quadrupled from 29,935 people in 1960 to 124,700 people in 2010, a 316.6% increase. Minnesota grew 55.4% over the last 50 years. (See Figure 1.)

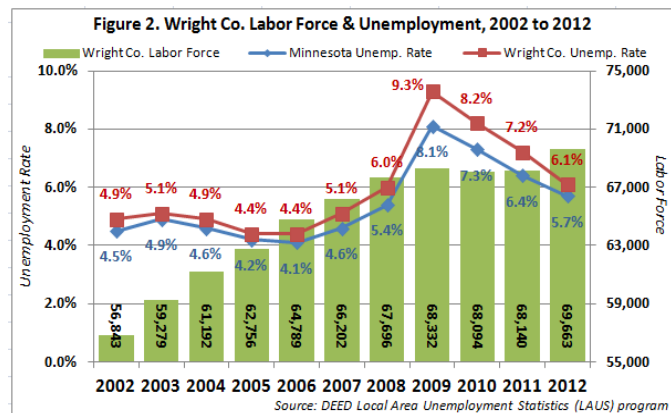


According to data from the 2010 Census Bureau, Wright County had a much younger population than the state of Minnesota as a whole. Thirty percent of the population was under 18 years of age, as compared to 24.2% in the state. Without a postsecondary institution, however, Wright County had a smaller percentage of 15- to 24-year-olds (11.3%) than the state (13.6%). With a median age of 34.6 years in 2010, Wright County had a much higher percentage of people in the 25- to 34-year-old (14.0%), 35- to 44-year-old (15.4%) and 45- to 54-year-old (14.8%) age groups than the state (13.5%, 12.8%, and 15.2%, respectively). Less than one-fifth (19.2%) of the population was 55 years and over, including just 9.6% of people who were 65 years and over, as compared to 12.9% statewide. (See Table 1.)

Age Group	Number	Percent	Minnesota
0 to 4 years	10,699	8.6%	6.7%
5 to 14 years	20,870	16.7%	13.3%
15 to 24 years	14,029	11.3%	13.6%
25 to 34 years	17,496	14.0%	13.5%
35 to 44 years	19,201	15.4%	12.8%
45 to 54 years	18,513	14.8%	15.2%
55 to 64 years	11,958	9.6%	11.9%
65 years & over	11,934	9.6%	12.9%
Total Population	124,700	100.0%	100.0%

Source: U.S. Census Bureau

Due to the county's rapid population growth, the size of Wright County's labor force has also been expanding rapidly in the last decade. With 69,663 workers in 2012, Wright County gained 12,820 available workers since 2002, a 22.6% increase. That was about seven times as fast as the state of Minnesota, which saw its labor force grow 3.2% from 2002 to 2012, a gain of just under 95,000 workers. Unfortunately, the number of unemployed workers also went up rapidly over the last 10 years, leading to higher unemployment rates. Wright County's rate peaked at 9.3% in 2009. Prior to the recession, Wright County's unemployment rate was consistently within 0.5% of the state rate, but during the recession, Wright County's rate climbed over 1.0% above the state rate, before dropping back to within 0.5% of the state rate in 2012. (See Figure 2.)



Close proximity to job markets in the Twin Cities has led to high levels of commuting in Wright County, where just 41.5% of Wright County residents worked within their home county. In contrast, 57.6% worked in other counties, and 0.9% worked in another state. This mobility led to longer travel times to work for Wright County workers, including 26.5% of residents who commute more than 45 minutes one way. This was more than twice as high as the number of workers in the state who commuted that long. About one in four workers traveled less than 15 minutes to work, as compared to one in three statewide. Over half of residents were driving into the seven county Twin Cities metro area for work, including Hennepin, Ramsey, and Anoka Counties. In fact, more Wright County residents drove to work in Hennepin County than worked in Wright County. Despite the huge labor export, Wright County also draws workers from surrounding counties, including Hennepin, Sherburne, Stearns, and Anoka.

Industry Employment Characteristics

Through the second quarter of 2012, Wright County was home to 3,037 business establishments with 37,896 covered jobs, paying out average weekly wages of \$673. The population growth profiled above had helped Wright County add jobs in several industries in the last decade, until the recession and foreclosure crisis took a toll. However, Wright County saw a rapid recovery in the last two years, gaining 1,260 net new jobs from the second quarter of 2011 to the second quarter of 2012. In addition to covered employment, Wright County also had 9,304 nonemployer establishments in 2010 as well as 1,531 farms in 2007, according to the U.S. Census Bureau and the Census of Agriculture.

Of the 17 main industry sectors in Wright County, 12 of them added jobs from the second quarter of 2011 to the second quarter of 2012. Due in part to the large population gain over the last two decades, the largest industry in Wright County was retail trade. There were 401 retail establishments providing 6,237 jobs, which was 16.5% of total county employment, after gaining 267 net new jobs in the last year. The related accommodation and food services industry, which was the fifth largest industry in the county, gained 97 jobs in the last year, up to 3,996 jobs at 199 businesses.

After a couple years of losses, manufacturing continued a strong recovery in Wright County, gaining 656 covered jobs from the second quarter of 2011 to the second quarter of 2012, a fast 15.3% rise. Manufacturing had 4,943 jobs and provided 15.3% of total countywide employment. The next largest industry in Wright County was health care and social assistance, with 4,606 jobs at 206 providers. With 4,379 jobs at 51 institutions, educational services was the next largest sector in the county, and one of the highest paying sectors.

After struggling with the housing crisis during the recession, construction lost 22 jobs year-over-year, but still had almost 20% of the county's businesses and 8.3% of total employment, and was the second highest paying industry in the county. The highest paying industry was utilities, with 1,099 jobs at 10 firms, with wages well over \$1,600.

Other important industries in Wright County included wholesale trade, which was the second highest-paying industry in the county with 1,461 jobs at 120 firms; public administration, which provided 1,346 jobs at 80 organizations; other services, with 1,335 jobs at 284 small businesses; and administrative support and waste management services, which offered 1,245 jobs. Smaller industry sectors include professional, scientific, and technical services; finance and insurance; arts, entertainment, and recreation; real estate, rental, and leasing; and information. (See Table 2.)

NAICS Industry Title	Number of Firms Qtr. 2 2012	Number of Jobs Qtr. 2 2012	Avg. Weekly Wages 2012	Percent of Total County Jobs	Numeric Change in Firms 2011-12	Numeric Change in Jobs 2011-12	Percent Change in Jobs 2011-12	Percent Change in Wages 2011-12
0 - Total, All Industries	3,037	37,896	\$673	100.0%	+56	1,260	3.4%	-1.9%
23 - Construction	565	3,141	\$986	8.3%	-4	-22	-0.7%	-18.9%
31 - Manufacturing	208	4,943	\$876	13.0%	+2	+656	+15.3%	-4.1%
22 - Utilities	10	1,099	\$1,633	2.9%	0	-26	-2.3%	+3.7%
42 - Wholesale Trade	120	1,461	\$994	3.9%	+3	+70	+5.0%	-0.1%
44 - Retail Trade	401	6,237	\$402	16.5%	+4	+267	+4.5%	+1.8%
48 - Transportation & Warehousing	118	936	\$675	2.5%	+1	+15	+1.6%	-1.9%
51 - Information	40	273	\$669	0.7%	ND	ND	ND	ND
52 - Finance & Insurance	134	620	\$830	1.6%	+4	+23	+3.9%	+5.1%
53 - Real Estate & Rental & Leasing	117	247	\$520	0.7%	-5	-41	-14.2%	-7.0%
54 - Professional, Scientific & Technical Services	227	862	\$721	2.3%	+7	+141	+19.6%	-0.8%
56 - Administrative Support & Waste Services	164	1,245	\$702	3.3%	+3	+42	+3.5%	+7.3%
61 - Educational Services	51	4,379	\$794	11.6%	+1	+67	+1.6%	+1.8%
62 - Health Care & Social Assistance	206	4,606	\$626	12.2%	+18	+9	+0.2%	-0.6%
71 - Arts, Entertainment, & Recreation	54	590	\$235	1.6%	+3	+20	+3.5%	+13.5%
72 - Accommodation & Food Services	199	3,996	\$237	10.5%	+8	+97	+2.5%	+3.9%
81 - Other Services	284	1,335	\$384	3.5%	+12	-51	-3.7%	+5.8%
92 - Public Administration	80	1,346	\$800	3.6%	0	+32	+2.4%	+8.3%

Source: DEED Quarterly Census of Employment & Wages (QCEW) program

For more information on the demographic, labor market, and economic statistics for Wright County, please call Cameron Macht at 320-441-6567 or e-mail at cameron.macht@state.mn.us.

2012 Industry and Labor Force Statistics for Central Minnesota

(provided January 2013)

County	2012 Annual data				Q2 2012 data		Q2 2011 - Q2 2012 data		2012 data
	Available Labor Force	Employed Workers	Unemployed Workers	Unemp. Rate	Avg. Number of Firms or Businesses	Avg. Number of Jobs or Employees	Numeric Change in Jobs 2011-2012	Percent Change in Jobs 2011-2012	Avg. Annual Wage (All Industries)
Benton County	22,459	21,082	1,377	6.1%	972	16,213	105	0.7%	\$34,892
Chisago County	29,099	27,150	1,949	6.7%	1,186	13,942	275	2.0%	\$35,984
Isanti County	20,853	19,432	1,421	6.8%	785	10,508	165	1.6%	\$35,256
Kanabec County	8,141	7,325	816	10.0%	305	3,746	64	1.7%	\$30,420
Kandiyohi County	24,556	23,271	1,285	5.2%	1,377	22,802	172	0.8%	\$32,240
McLeod County	20,110	18,722	1,388	6.9%	993	16,490	-228	-1.4%	\$36,972
Meeker County	12,630	11,777	853	6.8%	599	6,761	87	1.3%	\$32,084
Mille Lacs County	12,300	11,172	1,128	9.2%	705	9,639	497	5.4%	\$29,380
Pine County	14,642	13,452	1,190	8.1%	639	8,312	40	0.5%	\$27,248
Renville County	8,365	7,803	562	6.7%	616	5,491	152	2.8%	\$33,176
Sherburne County	49,739	46,564	3,175	6.4%	1,884	23,692	373	1.6%	\$37,908
Stearns County	86,208	81,421	4,787	5.6%	4,365	81,075	1,649	2.1%	\$37,492
Wright County	69,663	65,390	4,273	6.1%	3,037	37,896	1,260	3.4%	\$34,996

Source: DEED Local Area Unemployment Statistics
<http://www.positivelyminnesota.com/apps/lmi/laus/>

Source: DEED Quarterly Census of Employment & Wages
<http://www.positivelyminnesota.com/apps/lmi/qcew/AreaSel.aspx>

Region	2012 Annual data				Q2 2012 data		Q2 2011 - Q2 2012 data		2012 data
	Available Labor Force	Employed Workers	Unemployed Workers	Unemp. Rate	Avg. Number of Firms or Businesses	Avg. Number of Jobs or Employees	Numeric Change in Jobs 2011-2012	Percent Change in Jobs 2011-2012	Avg. Annual Wage (All Industries)
Central Minnesota	378,764	354,560	24,204	6.4%	17,471	256,571	4,610	1.8%	\$35,360
EDR 6E- Southwest Central	65,661	61,573	4,088	6.2%	3,585	51,545	183	0.4%	\$33,852
EDR 7E- East Central	85,035	78,531	6,504	7.6%	3,620	46,149	1,042	2.3%	\$32,396
EDR 7W- Central	228,069	214,457	13,612	6.0%	10,258	158,877	3,386	2.2%	\$36,712
Minnesota	2,972,976	2,803,403	169,573	5.7%	167,809	2,665,206	42,735	1.6%	\$47,112
United States	154,974,583	142,469,000	12,505,583	8.1%	9,046,673	130,002,247	1,273,682	1.0%	\$46,332

Source: DEED Local Area Unemployment Statistics
<http://www.positivelyminnesota.com/apps/lmi/laus/>

Source: DEED Quarterly Census of Employment & Wages (* - U.S. data is from 2010-2011)
<http://www.positivelyminnesota.com/apps/lmi/qcew/AreaSel.aspx>

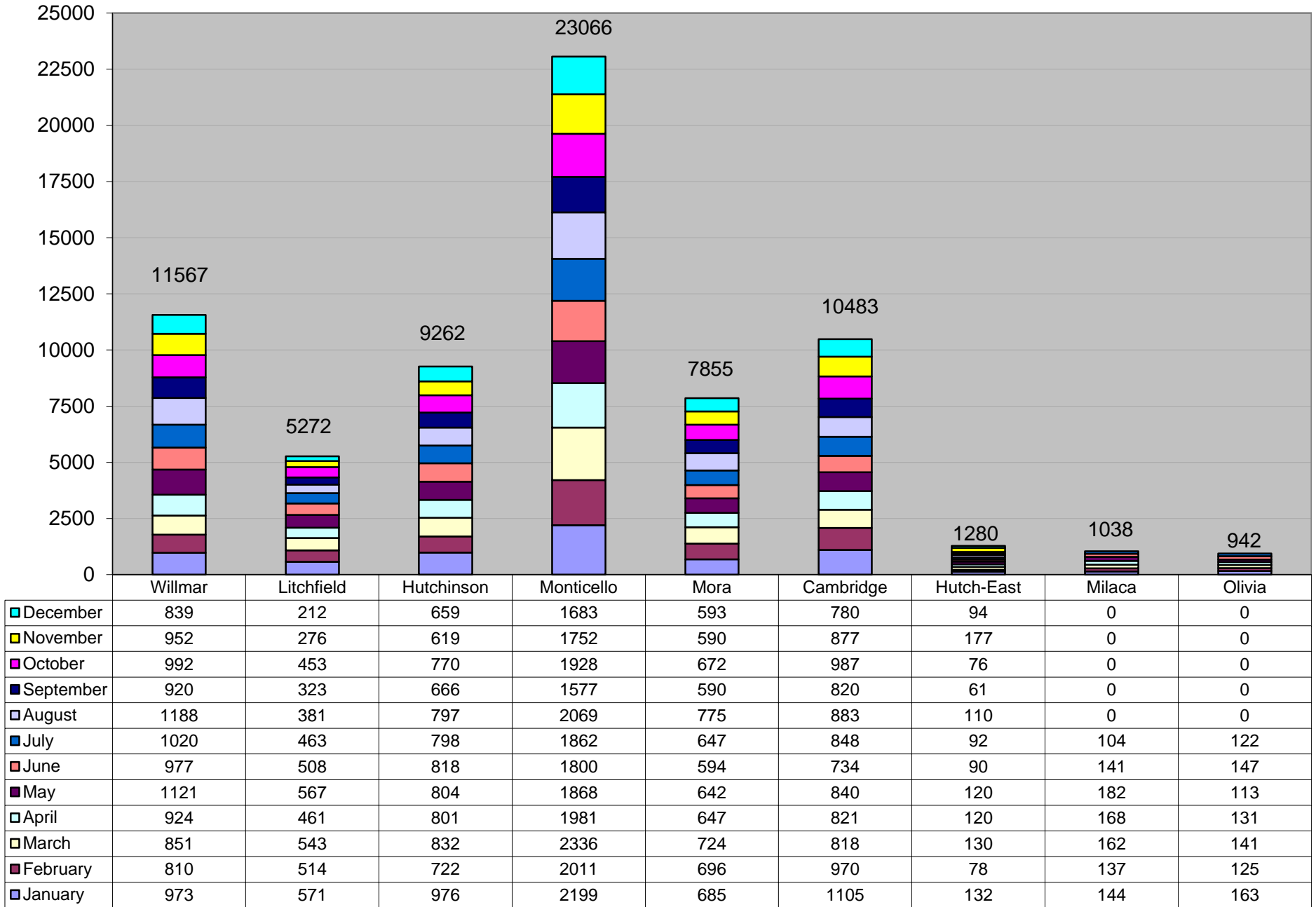
Cameron Macht

Regional Analyst, Central & Southwest Minnesota

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WSA 5 - Activity by Location - January - December 2012



Clients Served Per County Per Year

Including data thru December 31, 2011

	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	Total
Chicago													
Adult	103	123	119	61	61	78	71	49	107	100	74	65	1011
Public Assistance													
Youth	113	102	61	42	75	56	22	36	74	34	24	23	662
Isanti													
Adult	84	109	130	55	59	50	34	38	82	94	85	80	900
Public Assistance													
Youth	28	29	34	42	44	26	18	25	70	44	30	24	414
Kanabec													
Adult	173	183	146	58	56	35	24	26	64	59	34	37	895
Public Assistance	241	317	207	229	257	223	222	244	228	270	229	180	2847
Youth	37	38	25	23	44	22	14	14	74	38	35	36	400
Kandiyohi													
Adult	121	135	191	114	129	93	65	50	98	95	75	76	1242
Public Assistance													
Youth	78	62	53	50	64	58	57	50	108	94	63	61	798
McLeod													
Adult	238	228	203	212	144	63	178	132	545	420	391	333	3087
Public Assistance	335	389	339	379	333	267	315	409	362	302	266	224	3920
Youth	46	83	76	87	68	46	45	54	117	56	53	52	783
Meeker													
Adult	191	175	122	86	128	152	136	93	264	243	205	140	1935
Public Assistance	213	304	223	219	240	256	255	247	194	197	184	162	2694
Youth	44	56	45	30	44	44	39	32	70	49	48	39	540
Mille Lacs													
Adult	73	109	104	84	162	92	60	37	99	88	50	50	1008
Public Assistance													
Youth	57	71	62	47	39	27	22	24	78	41	28	20	516
Pine													
Adult	82	79	83	72	85	58	37	38	52	51	35	33	705
Public Assistance													
Youth	148	106	72	80	130	75	44	51	102	64	60	63	995
Renville													
Adult	58	63	69	40	24	23	24	18	62	50	46	33	510
Public Assistance	327	394	308	343	306	290	279	261	205	161	141	126	3141
Youth	74	34	30	24	35	24	27	18	58	65	44	19	433
Sherburne													
Adult	242	238	157	142	163	137	109	106	269	257	207	186	2213
Public Assistance	385	486	402	530	509	540	545	641	637	597	540	399	6211
Youth	164	99	67	62	63	52	53	72	122	70	45	48	917
Wright													
Adult	297	354	307	235	186	173	156	130	369	354	261	230	3052
Public Assistance	577	718	599	686	672	646	669	792	659	570	550	563	7701
Youth	199	187	153	137	164	182	107	145	260	233	122	114	2003

Central Minnesota Jobs & Training Services
Statement of Activities
For Month Ended January 31st, 2013 (58% Complete)

	Budget	Actual	% of Budget	
REVENUE				
1 Revenue	8,155,983	4,415,749	54.1%	
TOTAL REVENUE	\$ 8,155,983	\$ 4,415,749	54.1%	
EXPENSES				
3 Salaries	2,998,301	1,720,848	57.4%	
4 Fringe Benefits	999,433	541,266	54.2%	
Subtotal Salary & Fringe	3,997,734	2,262,114	56.6%	
5 Training/OJT/Work Experience Related	2,689,571	1,366,145	50.8%	
6 Support	484,589	282,904	58.4%	
Subtotal Client Services	3,174,160	1,649,049	52.0%	
7 Purchase of Service	29,600	21,721	73.4%	Timing Differences
8 Professional Services	32,926	19,690	59.8%	
9 Property	417,821	231,835	55.5%	
10 Communications	67,396	39,990	59.3%	
11 Fixed Assets/Sm Equipment/Software	9,128	6,688	73.3%	Timing Differences/IT Purchases
12 Insurance	22,100	13,072	59.2%	
13 Supplies and Printing	184,991	85,353	46.1%	Reduced budget
14 Advertising & Marketing	1,695	305	18.0%	
15 Staff Travel	77,291	40,452	52.3%	
16 Staff Training	7,137	6,258	87.7%	Timing Differences
17 Pass Thru	68,778	26,164	38.0%	
Subtotal Other Expenses	918,863	491,529	53.5%	
18 Board Per Diems	-	105	0.0%	
19 Board Other	8,508	4,221	49.6%	
20 Board Travel & Education	13,429	8,730	65.0%	Training registrations paid for
Subtotal Board Expenses	21,937	13,057	59.5%	
TOTAL EXPENSES	\$ 8,112,694	\$ 4,415,749	54.4%	
EXCESS (DEFICIT)	\$ 43,289	\$ -		GOAL: to increase this to minimum \$100,000 for emergencies, unplanned expenses, etc

Notes:

Revenue reduced to adjust for a 17% carry over into PY13

Expenses updated for Exec review mtg on 10.15- Reduction of \$1809 in expenses and additional reduction of \$28,500 on mtg 1.14.13

Revenue includes increase of \$53,313 to SCSEP funding- \$47,302 is client, \$6,011 is administrative

Revenue updated for approved MFIP/DWP Budgets overall reduction of \$10,267.50

Revenue includes new DW Special Allotment grant of \$92,601 (total grant), \$61,734 this fiscal year

Revenue includes reduction to SNAP (previously FSET) grant of \$23,120

Increase of \$44,000 in HTI Project- total increase of \$88,000 but \$44k for this fiscal year

Pending Funding: (not included in revenue total)

PY12 Revenue Projections
Dated 1/31/13

		Dates	PY2011 Carry In	PY2012 Grant	TOTAL Estimated PY2012 Funding
Adult	WIA Adult	7/1/12-6/30/13	\$116,180.70	\$705,835.32	\$822,016.02
	WIA DW	7/1/12-6/30/13	\$126,401.29	\$808,121.20	\$934,522.49
	State DW	7/1/12-6/30/13	\$142,664.08	\$1,174,016.74	\$1,316,680.82
	WIA Incentive	2/17/09-6/31/12	\$0.00	\$0.00	\$0.00
	HTI 2	8/1/09-3/31/13	\$168,710.59	\$379,962.10	\$548,672.69
	SCSEP	7/1/12-6/30/13	\$0.00	\$688,102.00	\$688,102.00
	Lowes	9/1/11-9/30/12	\$10,586.61	\$0.00	\$10,586.61
	Reynolds	9/1/11-3/31/13	\$32,069.68	\$0.00	\$32,069.68
	State DW Special Grant	1/1/12-6/30/13	\$83,050.11	\$0.00	\$83,050.11
	Adult Competitive (Senior)	7/1/12-6/30/13		\$263,110.00	\$263,110.00
	H1B Grant	4/1/12-3/31/15	\$71,110.70	\$409,922.40	\$481,033.10
	Dislocated Worker Special Allotment	10/1/12-3/31/14		\$61,734.00	\$61,734.00
Youth	WIA Yth PY12	4/1/12-3/31/13	\$0.00	\$751,162.99	\$751,162.99
	WIA Yth PY13	4/1/13-3/31/14	\$236,084.25	\$0.00	\$236,084.25
	MYP	7/1/11-6/30/12	\$0.00	\$284,914.00	\$284,914.00
	Youthbuild	7/1/12-6/30/13	\$0.00	\$75,000.00	\$75,000.00
	Teen Parent	6/1/12-12/31/12	\$27,348.43	\$0.00	\$27,348.43
	WIA Yth Incentive	10/1/10-12/31/11	\$0.00	\$0.00	\$0.00
PA	MFIP/DWP	1/1/12-12/31/12	\$666,084.39	\$648,844.50	\$1,314,928.89
	FSET	10/1/11-9/30/12	\$17,516.58	\$35,347.50	\$52,864.08
	Supported Works	7/1/11-6/30/12	\$52,898.67	\$0.00	\$52,898.67
	PIP	1/1/11-12/31/11	\$0.00	\$0.00	\$0.00
Other	FastTrac ACP	8/1/11-3/31/13	\$19,856.51	\$0.00	\$19,856.51
	FastTrac Adult Career Pathways	7/2/12-6/30/13		\$99,348.00	\$99,348.00
TOTAL			\$1,654,381.89	\$5,679,585.43	\$7,333,967.32

Note: Full grant amt is \$850,404

Note: Full grant amt is \$973,640

Note: Full grant amt is \$1,414,478

Note: Full grant amt is \$1,635,008

Note: Full grant amt is \$137,667

Note: Full grant amt is \$1,639,688.10

Note: Full grant amt is \$92,601.00

Updated with approved MFIP/DWP budgets for Jan 2013

Note: \$60,133 of this grant is pass thru dollars to ABE

Notes: Carry over for PY13 in WIA AD, WIA DW and SDW grants is 17%

Proposed Ordinance

Section 1: This ordinance prohibits, and establishes penalties for, any person hosting an event or gathering where alcohol is present and being possessed or consumed by persons under twenty-one (21) years of age.

Subd. 1. **Purpose and Findings.** McLeod County intends to discourage underage possession and consumption of alcohol, even if done within the confines of a private residence, and intends to hold persons criminally responsible who host events or gatherings where persons under 21 years of age possess or consume alcohol regardless of whether the person hosting the event or gathering supplied the alcohol. McLeod County finds that:

- (a) Events and gatherings held on private or public property where alcohol is possessed or consumed by persons under the age of twenty-one are harmful to those persons and constitute a potential threat to public health requiring prevention or abatement.
- (b) Prohibiting underage consumption acts to protect underage persons, as well as the general public, from injuries related to alcohol consumption, such as alcohol overdose or alcohol-related traffic collisions.
- (c) Alcohol is an addictive drug which, if used irresponsibly, could have drastic effects on those who use it as well as those who are affected by the actions of an irresponsible user.
- (d) Often, events or gatherings involving underage possession and consumption occur outside the presence of parents. However, there are times when the parent(s) is/are present and, condone the activity, and in some circumstances provide the alcohol.
- (e) Even though giving or furnishing alcohol to an underage person is a crime, it is difficult to prove, and an ordinance is necessary to help further combat underage consumption.
- (f) A deterrent effect will be created by holding a person criminally responsible for hosting an event or gathering where underage possession or consumption occurs.

Subd. 2. **Authority.** This ordinance is enacted pursuant to Minn. Stat. §145A.05 subdivision 1.

Subd. 3. **Definitions.** For purposes of this ordinance, the following terms have the following meanings:

- (a) Alcohol. "Alcohol" means ethyl alcohol, hydrated oxide of ethyl, or spirits of wine, whiskey, rum, brandy, gin, or any other distilled spirits including dilutions and mixtures thereof from whatever source or by whatever process produced.
- (b) Alcoholic beverage. "Alcoholic beverage" means alcohol, spirits, liquor, wine, beer, and every liquid or solid containing alcohol, spirits, wine, or beer, and which contains one-half of one percent or more of alcohol by volume and which is fit for beverage purposes either alone or when diluted, mixed, or combined with other substances.
- (c) Event or gathering. "Event or gathering" means any group of three or more persons who have assembled or gathered together for a social occasion or other activity.
- (d) Host. "Host" means to aid, conduct, allow, entertain, organize, supervise, control, or permit a gathering or event.

- (e) Parent. "Parent" means any person having legal custody of a juvenile:
 - (1) As natural, adoptive parent, or step-parent;
 - (2) As a legal guardian; or
 - (3) As a person to whom legal custody has been given by order of the court.
- (f) Person. "Person" means any individual, partnership, co-partnership, corporation, or any association of one or more individuals.
- (g) Residence or Premises. "Residence" or "premises" means any home, yard, farm, field, land, apartment, condominium, hotel or motel room, or other dwelling unit, or a hall or meeting room, park, or any other place of assembly, public or private, whether occupied on a temporary or permanent basis, whether occupied as a dwelling or specifically for a party or other social function, and whether owned, leased, rented, or used with or without permission or compensation.
- (h) Underage Person. "Underage person" is any individual under twenty-one (21) years of age.

Subd. 4. **Prohibited Acts.**

- (a) It is unlawful for any person(s) to;
 - (1) host or allow an event or gathering;
 - (2) at any residence, premises, or on any other private or public property;
 - (3) where alcohol or alcoholic beverages are present;
 - (4) when the person knows or reasonably should know that an underage person will or does
 - (i) consume any alcohol or alcoholic beverage; or
 - (ii) possess any alcohol or alcoholic beverage with the intent to consume it; and
 - (5) the person fails to take reasonable steps to prevent possession or consumption by the underage person(s).
- (b) A person is criminally responsible for violating Subdivision 4(a) above if the person intentionally aids, advises, hires, counsels, or conspires with or otherwise procures another to commit the prohibited act.
- (c) A person who hosts an event or gathering does not have to be present at the event or gathering to be criminally responsible.

Subd. 5. **Exceptions.**

- (a) This ordinance does not apply to conduct solely between an underage person and his or her parents while present in the parent's household.
- (b) This ordinance does not apply to legally protected religious observances.
- (c) This ordinance does not apply to retail intoxicating liquor or 3.2 percent malt liquor licensees, municipal liquor stores, or bottle club permit holders who are regulated by Minn. Stat. §340A.503 Subd.1(a)(1).
- (d) This ordinance does not apply to situations where underage persons are lawfully in possession of alcohol or alcoholic beverages during the course and scope of employment.

Subd. 6. **Enforcement.** This ordinance may be enforced by the McLeod County Sheriff's Department or any law enforcement officer assisting the McLeod County Sheriff's Department.

Subd 7. **Severability.** If any section, subsection, sentence, clause, phrase, word, or other portion of this ordinance is, for any reason, held to be unconstitutional or invalid, in whole, or in part, by any court of competent jurisdiction, such portion shall be deemed severable, and such unconstitutionality or invalidity shall not affect the validity of the remaining portions of this law, which remaining portions shall continue in full force and effect.

Subd. 8. **Penalty.** Violation of subdivision 4 is a misdemeanor which carries with it a maximum penalty of 90 days jail and/or \$1,000.00 fine.

Section 2. **Effective Date.** This ordinance shall take effect thirty (30) days following its final passage and adoption.

**2013 STATE OF MINNESOTA
ANNUAL COUNTY BOAT AND WATER SAFETY
GRANT AGREEMENT**

Contract #: 57792

Receipt ID:

State Accounting Information:

Dept. ID R29	PC Bus. Unit R2901	Fiscal Year 2013	Source Type Match	Vendor Number 0000197362	
Total Amount \$4,466		Project ID R29G80110127		Billing Location A50	DUNS 078693157

Accounting Distribution:

Fund 2100	Fin. Dept. ID R2937714	Approp. ID R297400	Category 84101501	Account 441302	Activity A800002 - Enforcement
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P.O. # 300032493	Grant Begin Date January 1, 2013	Grant End Date June 30, 2014
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Grantee Name and Address:

McLeod Co. Sheriff's Office
801 E. 10th St.
Glencoe, MN 55336

Fiscal Agent and Address:

McLeod Co. Auditor-Treasurer's Office
2391 Hennepin Ave. N.
Glencoe, MN 55336

**2013 STATE OF MINNESOTA
ANNUAL COUNTY BOAT AND WATER SAFETY
GRANT AGREEMENT**

This grant agreement is between the State of Minnesota, acting through its Commissioner of Natural Resources, Enforcement Division ("State") and McLeod Co. Sheriff's Office, 801 E. 10th St., Glencoe, MN 55336 ("Grantee"). The Fiscal Agent for this grant agreement is McLeod Co. Auditor-Treasurer's Office, 2391 Hennepin Ave. N, Glencoe, MN 55336.

Recitals

1. Under Minnesota Statutes § 86B.701 & .705 the State is empowered to enter into this grant.
2. The State is in need of Sheriff's duties to carry out the provisions of Chapter 86B and the Boat and Water Safety Rules, hereinafter referred to as the "Minnesota Rules", including patrol, enforcement, search and rescue, watercraft inspection, issuance of temporary structure & event permits, waterway marking and accident investigation, all hereinafter referred to as the "Sheriff's Duties".
3. 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. Pursuant to Minnesota Statute § 16B.98 Subdivision 1, the Grantee agrees to minimize administrative costs as a condition of this grant.

Grant Agreement

1 Term of Grant Agreement

- 1.1 *Effective date:* January 1, 2013. Once this grant agreement is fully executed, the Grantee may claim reimbursement for 2013 grant expenditures incurred back to the effective date. Reimbursements will only be made for expenditures made according to the terms of this grant.
- 1.2 *Expiration date:* As allowed under Minnesota Statute § 16A.28, Subdivision 6, the expiration date of the grant is certified through June 30, 2014 (one year beyond the fiscal year in which the funds were originally appropriated), or until all obligations have been satisfactorily fulfilled, whichever occurs first. Reimbursement requests for 2013 funds must also be received no later than that date, unless an extension is approved in writing by the State.
- 1.3 *Survival of Terms.* The following clauses survive the expiration or cancellation of this grant agreement: 8. Liability; 9. State Audits; 10. Government Data Practices and Intellectual Property; 12. Publicity and Endorsement; 13. Governing Law, Jurisdiction, and Venue; and 15. Data Disclosure.

2 Grantee's Duties

The Grantee, who is not a state employee, will provide county sheriff services for boat and water safety activities. As stated in Minnesota Statute § 86B.701, the Grantee will submit to the State a spending plan (Exhibit "A" to this grant) along with this form to carry out the Sheriff's Duties. Boat and water safety activities are those outlined in Minnesota Statutes § 86B, Minnesota Rules, Chapter 6110, search and recovery operations in the waters of the State and the portions of Chapter 169A that are applicable to motorboats. Exhibit "B" to this grant further defines the allowable expenditures.

Reporting Requirements: The Grantee must satisfactorily submit all activity and financial reports by the date(s) requested by the State, unless the State grants an extension in writing.

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 Consideration and Payment

- 4.1 *Consideration.* The State will pay for all services performed by the Grantee under this grant agreement as follows:
 - (1) *Compensation.* The Grantee will be paid for all boat and water safety activities performed by the Grantee during the term of the grant up to Four thousand four hundred sixty-six dollars (\$4,466).
 - (2) *Total Obligation.* The total obligation of the State for all compensation and reimbursements to the Grantee under this grant agreement will not exceed Four thousand four hundred sixty-six dollars (\$4,466).

4.2 *Payment*

- (1) *Invoices.* The State will promptly pay the Grantee after the Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices shall be submitted in a form prescribed by the State within the dates previously noted in "Term of Grant Agreement" in this contract.
- (2) *Federal funds.* (Where applicable, if blank this section does not apply) Payments under this grant agreement will be made from federal funds obtained by the State through Title NA, CFDA number _____ of the _____ Act of _____. The Grantee is responsible for compliance with all federal requirements imposed on these funds and accepts full financial responsibility for any requirements imposed by the Grantee's failure to comply with federal requirements.

5 **Conditions of Payment**

All services provided by the Grantee under this grant agreement must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

6 **Authorized Representative**

The State's Authorized Representative is Jim Konrad, Director, Enforcement Division – Central Office, Minnesota Department of Natural Resources (DNR), 500 Lafayette Rd., St. Paul, MN 55155-4047, (651) 259-5042, jim.konrad@state.mn.us or his/her successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this grant agreement. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

The Grantee's Authorized Representative is the County Sheriff or designee. If the Grantee's Authorized Representative changes at any time during this grant agreement, the Grantee must immediately notify the State.

7 **Assignment, Amendments, Waiver, and Grant Agreement Complete**

- 7.1 *Assignment.* The Grantee may neither assign nor transfer any rights or obligations under this grant agreement without the prior written consent of the State, approved by the same parties who executed and approved this grant agreement, or their successors in office.
- 7.2 *Amendments.* Any amendments to this grant 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 grant agreement, or their successors in office.
- 7.3 *Waiver.* If the State fails to enforce any provision of this grant agreement, that failure does not waive the provision or the State's right to enforce it.
- 7.4 *Grant Agreement Complete.* This grant agreement, including Exhibits "A" and "B," contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this grant agreement, whether written or oral, may be used to bind either party.

8 **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.

9 **State Audits**

Under Minnesota Statute § 16B.98, Subdivision 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 State 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.

10 **Government Data Practices and Intellectual Property**

10.1 *Government Data Practices.* The Grantee and State must comply with the Minnesota Government Data Practices Act, Minnesota Statute § 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 Minnesota Statute § 13.08 apply to the release of the data referred to in this clause by either the Grantee or the State.

If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law.

11 **Workers' Compensation**

The Grantee certifies that it is in compliance with Minnesota Statute § 176.181, Subdivision 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.

12 **Publicity and Endorsement**

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

12.2 *Endorsement.* The Grantee must not claim that the State endorses its products or services.

13 **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.

14 **Termination**

14.1 *Termination by the State.* The State may immediately terminate this grant agreement 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.

14.2 *Termination for Cause.* The State may immediately terminate this grant agreement if the State 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 State 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.

14.3 *Termination for Insufficient Funding.* The State may immediately terminate this grant agreement if:

(a) Funding for Agreement No. NA is withdrawn by the NA;

(b) It does not obtain funding from the Minnesota Legislature,

(c) Or, if funding cannot be continued at a level sufficient to allow for the payment of services covered here. Termination must be by written or fax notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Grantee notice of the lack of funding within a reasonable time of the State's receiving that notice.

15 **Data Disclosure**

Under Minnesota Statute § 270C.65, Subdivision 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.

1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minnesota Statutes § 16A.15 and 16C.05.

Signed: Robert C Marchetti

Date: 01-25-2013

SWIFT Contract/PO No(s) 57792/3000032493

2. GRANTEE:

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

By: _____

Title: County Sheriff

Date: _____

By: _____

Title: Chairman of County Board

Date: _____

By: _____

Title: County Auditor or Administrator

Date: _____

3. STATE AGENCY: NATURAL RESOURCES

By: _____
(with delegated authority)

Title: Director, Enforcement Division - Central Office

Date: _____

Attachments: Exhibits "A" & "B"

Distribution:

- 1. DNR - OMBS
- 2. Grantee - 2 (Sheriff's Office & Co. Board)
- 3. State's Authorized Representative - Photo Copy

**McLeod County Public Health Nursing Service
2012 Actual Costs - Current Charges - 2013 Recommended Charges**

Activity	Total Cost	Direct Cost	Current Charge	Comments	Recommended Charge	% Change
FH Visits	\$ 330.50 /visit	\$ 176.26 /visit	\$ 140.00 /visit		\$ no change /visit	0.00%
Healthy Teeth	\$ 27.38 /application	\$ 14.01 /application	\$ 20.00 /application		\$ no change /application	0.00%
ECS Clinics	\$ 216.46 /child	\$ 111.44 /child	\$ 48.00 /child		\$ no change /child	0.00%
School Health	\$ 73.03 /hour	\$ 40.95 /hour	\$ 38.00 /hour		\$ 40.00 /hour	5.25%
Shelter	\$ 84.57 /hour	\$ 49.91 /hour	\$ 44.00 /hour		\$ no change /hour	0.00%
ARMHS Visits	\$ 322.41 /visit	\$ 167.03 /visit	\$ 140.00 /visit		\$ no change /visit	
Case Management	\$ 70.66 /hour	\$ 39.32 /hour	\$ 115.92 /hour		\$ maximum amount allowed	
Case Management Non-Billable		\$ 38.53 /hour				
Foot Care	\$ 54.89 /application	\$ 26.40 /application	\$ 20.00 /application		\$ no change /application	0.00%
Jail Health	\$ 80.27 /hour	\$ 47.57 /hour	\$ 47.00 /hour		\$ no change /hour	0.00%
LTCC Screening	\$ 65.80 /screen	\$ 36.70 /screen	\$ 150.00 /screen		\$ no change /screen	0.00%
PCA	\$ 465.29 /screen	\$ 271.67 /screen	\$ 267.82 /screen		\$ maximum amount allowed	
Immunizations	\$ 38.01 /vac.	\$ 28.25 /vac.	\$ 10.00 /vac.	For MN Vaccine	\$ no change /vac.	0.00%
			\$ 20.00 /vac.	For Private Vaccine	\$ no change /vac.	0.00%
			\$ 40.00 /vac.	For Adult Hep B	\$ no change /vac.	For Adult Hep B
			\$ 60.00 /vac.	For Twinrix	\$ no change /vac.	For Twinrix
			\$ 45.00 /vac.	MMR	\$ no change /vac.	MMR
			\$ 35.00 /vac.	For Tdap	\$ no change /vac.	For Tdap
Roster Interpreter	\$27.39/hour					

Adv Board Approved
Co Board Approved
March 27, 2013

2012-2013 SCHOOL HEALTH AGREEMENT

The McLeod County Public Health Nursing Service shall provide the services listed below to School District #2859, Glencoe-Silver Lake, Minnesota, for the academic school year of 2012-2013 timeframe of April 15, 2013-May 10, 2013

Recommended minimum weekly hours of service: 20.

Nursing Services:

1. Provide services of a registered nurse, experienced in school health services, approximately _____ hours per week (assuming 4 weeks of service). A licensed school nurse will coordinate and supervise services provided.
2. Vision and Hearing Screening with referral/follow-up as needed.
3. Scoliosis screening with referral/follow-up as needed. This will be done in conjunction with physical education instructors.
4. Immunization record review.
5. Recording of necessary information on pupil health records
6. Train volunteers and school personnel to assist with the School Health Program. (The school will be expected to assist with recruitment of volunteers as needed).
7. Other Health Screenings (e.g. head lice, scabies).
8. Immunization Clinic coordination.
9. Assistance with Kindergarten Roundup.
10. Faculty/Staff In-Services.
11. Health Counseling to individual student, parents, or faculty as requested or indicated.
12. Cooperation with school officials in follow-up/referral of students in other health-related services/agencies.
13. Consultation regarding school health policies, curriculum.
14. Participation in special needs students' evaluations and staffing's.
15. Participation in health education, class planning and presentations.
16. Consultation to arrange for treatment services, as needed, by high-risk medically fragile children.

School Responsibilities:

1. The School District will provide working space for the PHN within each school building. In each workspace, the school will provide a writing area and chair, access to a telephone, computer, school health supplies, equipment, forms and other resource material. The School District will provide appropriate space for the provision of student health screening services.
2. The school will provide clerical assistance related to the preparation of forms/reports as needed for school health services. This includes, but is not limited to, typing, labeling envelopes and photocopying.
3. The School must provide for emergency services, first aide, ill child supervision/arrangements and the administration of medications.
4. The School must arrange for additional nursing services for high-risk, medically fragile students (i.e. unstable diabetics, students requiring medical treatments, etc.). The nursing services required for this type of student cannot be provided with the hours established in this contract.
5. The School agrees that it will defend and indemnify and hold harmless the Public Health Nursing Service and McLeod County against any and all acts of school employees. The School agrees that McLeod County and the Public Health Nursing Service shall not be liable for medical services provided in the absence of the school nurse. The School further agrees that in order to protect itself as well as McLeod County under the indemnity agreement set forth above, the School will at all times during the term of the contract have and keep in force a general liability insurance policy in the amount of not less than one million and no/100 dollars (\$1,000,000).
6. The School provides assurances to Public Health Nursing Service that it will comply with Health Information Portability Act (HIPAA) requirements necessary to protect individual identifying health information (IIHI). Use and disclosure will require that all IIHI be:
 - Appropriately safeguarded;
 - Any misuse of IIHI will be reported to the Public Health Nursing Service;
 - Grant individuals access and ability to amend their IIHI;
 - Make available an accounting of disclosures; release applicable records to the Department of Health if requested; and
 - Upon termination, return or destroy all IIHI in accordance with conventional record destruction practices.

Terms of Payment:

1. The School Health Services charge will be \$40.00 per hour of services provided during the 2012-2013 school year from April 15, 2013-May 10, 2013. If a Licensed School Nurse (LSN) is not hired before the end of the school year, McLeod County Public Health may amend this contract to provide services until the end of the school year. If a LSN is hired before the end of the school year our PHNS in person and phone/text consultation contract will go into effect.
2. The McLeod County Public Health Nursing Service will bill for services in June 2013.
3. Travel time for each day is billed to each contract school on that day.
4. The School shall reimburse the Public Health Nursing Services for time spent by the school nurse at continuing educational activities or school nurse meetings. These activities are to be approved by the Public Health Nursing Director and billed to the contracted schools on a proportional basis.

This contract may be cancelled by the School District or the Nursing Service at any time, with or without cause, upon thirty (30) days written notice of the other party. In event of such a cancellation, the Nursing Service shall be entitled to payment, determined on a pro rated basis, for work or services satisfactorily performed.

Superintendent of School District Date

McLeod County Board Chair Date

Approved by Director of McLeod County Date

Public Health Nursing Service

Approved as to form and execution:

McLeod County Attorney Date

McLeod County Administrator Date

817 Colorado St. NW
Hutchinson, MN 55350

February 4, 2013

McLeod County Auditor-Treasurer
2391 Hennepin Ave. N
Glencoe, MN 55336

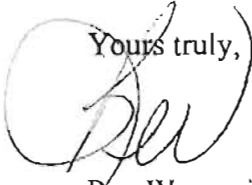
Re: Petition for Removal of Property
From a Drainage Ditch – CD No. 25
Lateral One

Dear Cindy:

I was asked on behalf of the Petitioners, Florence R. Albrecht, et al, to prepare a Petition for Removal of Property From a Drainage Ditch – County Ditch No. 25 Lateral One. Enclosed with this letter is the Petition signed by Florence R. Albrecht, Doris Sturges, Steven K. and Kelli R. Reiner.

Please set this matter for hearing on behalf of the Petitioners.

Thank you in advance for your assistance in this matter.

Yours truly,

Bev Wangerin

Enc.

STATE OF MINNESOTA

BEFORE THE McLEOD COUNTY

COUNTY OF McLEOD

BOARD OF COMMISSIONERS

**In the Matter of County Ditch 25,
Lateral One (1)**

**Petition for Removal Of Property From A
Drainage Ditch – County Ditch No. 25
Lateral One**

Petitioners represent and state the following:

- 1) The property for which this request is being made is described as follows:

South Half (S ½) of the Southeast Quarter (SE ¼), Section 19,
Township 116 North, Range 29 West. (Owner – Florence R.
Albrecht Revocable Trust)

South Half (S ½) of the Northwest Quarter (NW ¼) and the North
40 rods of the Southwest Quarter (excepting therefrom
TH #15 – 2.69 acres), Section 19, Township 116 North, Range 29
West. (Owner – Doris Sturges)

North Half (N ½) of the Southeast Quarter (SE ¼) excepting
therefrom 10.16 acres and the Northwest Quarter (NW ¼) of the
Northeast Quarter (NE ¼) of Section 19, Township 116 North,
Range 29 West. (Owners – Steven K. and Kelli R. Reiner)

- 2) After the review of the records from Petitioners, it has been determined that the above described property was diverted from County Ditch No. 25, Lateral One (1) on or about July, 1976. (See Exhibit “A” attached.)

- 3) Said Petitioners state that the waters from the petitioners' property has been diverted from County Ditch 25, Lateral One (1) and no water goes into County Ditch 25, Lateral One (1). Petitioners also state that their property receives no benefit from the drainage system. Also, that removing the property from the drainage system will not prejudice the property owners and property remaining in the system.

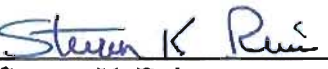
THEREFORE, Pursuant to M.S.A. 103E.805(3), We hereby request that the McLeod County Board of Commissioners, acting as the Drainage Authority for County Ditch No. 25, Lateral One (1), remove the above described property from the drainage system.

Respectfully submitted,

**FLORENCE R. ALBRECHT
REVOCABLE TRUST**

By: 
Florence R. Albrecht


Doris Sturges


Steven K. Reiner


Kelli R. Reiner

Phone:
 LYNDY SKOLBERG
 Buffalo Lake
 A.C. 612 - 833-5834

In Account With
SKOLBERG & WOJAHN
 Sewer, Water Tiling Contractors Farm Drainage

Phone:
 HARRY WOJAHN
 Fairfax
 A.C. 507 - 426-7344

IF NOT PAID WITHIN 60 DAYS, 1% INTEREST *John Bull* Date *July* 1976

Station	Size of Tile	Depth	Grade	Price
<i>Ba B off Main</i>				
0+00	8"	450	25%	\$89.70
0+75		461		
1+00		494		
2+00		450		
2+15		386		
<i>Ba 1 off Ba B at 0+75</i>				
0+00	5" Plaster	400	70%	\$70.00
1+00		400		
2+00		400		
<i>Ba 2 off Ba B at 1+00</i>				
0+00	5" Plaster	480	20%	\$193.10
1+00		467		
2+00		442		
3+00		451		
4+00		405		
4+80		368		
<i>Ba 1 off Ba 2 at 1+00</i>				
0+00	5" Plaster	400	50%	\$35.00
1+00		400		
<i>Ba C off Main</i>				
0+00	6"	400	20%	\$359.96
1+00		400		
2+00		400		
3+00		400		
4+00		644		
4+80		545		
5+00		543		
6+00		687		
7+00		543		
8+00		395		
9+00	435			
<i>Ba 1 off Ba C at 4+80</i>				
0+00	5" Plaster	535	20%	
0+20		492		
1+00		515		

(cont)

Phone:
LYNDY SKOLBERG
Buffalo Lake
A.C. 612 - 033-5834

In Account With
SKOLBERG & WOJAHN
Sewer, Water • Tilling Contractors • Farm Drainage

Phone:
HARRY WOJAHN
Fairfax
A.C. 507 - 426-7344

4835 ft
IF NOT PAID WITHIN 60 DAYS, 8% INTEREST *John Ball* Date *July* 1976

Station	Size of Tile	Depth	Grade	Price
		<i>On 1st off Main</i>		
0+00	5" Plastic	400	40%	\$748.10
1+00		443		
2+00		420	80%	
3+00		415		
4+00		400	40%	
		<i>On 1st off B. A. at 1+00</i>		
0+00	5" Plastic	420	25%	\$100.70
1+00		410		
2+00		401	75%	
2+80		409		
		<i>On 2nd off B. A. at 1+00</i>		
0+00	5" Plastic	433		156.20
1+00		386	60%	
2+00		484		
3+00		432	20%	
4+00		404		
		<i>On 3rd off B. A. at 2+00</i>		
0+00	5" Plastic	410	30%	\$77.05
1+00		406		
2+00		407	120%	
2+15		398		
		<i>On 4th off B. 2 at 2+00</i>		
0+00	5" Plastic	410		\$135.95
1+00		461		
2+00		443	20%	
3+00		404		
3+55		381		
		<i>On 5th off B. at 3+00</i>		
0+00	5" Plastic	405	40%	\$112.20
1+00		402		
2+00		464	20%	
3+00		405		

Phone: LYNDY SKOLBERG
Buffalo Lake
A.C. 612 - 833-5834

In Account With
SKOLBERG & WOJAHN
Sewer, Water • Tilling Contractors • Farm Drainage

Phone: HARRY WOJAHN
Fairfax
A.C. 507 - 426-7344

IF NOT PAID WITHIN 45 DAYS, 8% INTEREST

John Ball

Date *July* 19*76*

Station	Size of Tile	Depth	Grade	Price
1+40	5" plastic	Bn 1 (CONT.)	2.0%	\$ 101.65
2+30		525		
		355		
0+00	5" plastic	Bn 2 off Bn 1 at 0+20	2.0%	\$ 57.75
1+00		482		
1+65		380		
		393		
0+00	6"	Bn 2 off Bn C at 8+00	3.0%	52.50
1+00		385		
1+50		400		
		390	1.0%	
0+00	5" plastic	Bn 1 off Bn B tile	2.0%	\$ 153.15
1+00		428		
2+00		400		
3+00		380		
4+00		391		
4+25		388		
		387	2.20%	
		Total for digging		\$ 1,842.96
		Staking & Surveying		145.05
		2 manholes		20.00
		Closing ditch		145.05
		17 manholes on plastic		9.35
		14 End plugs		9.80
		3490 ft 5" plastic		1116.80
		Hooking up old line + old 5" plastic		20.00
		Sales tax		44.44
		Hooking up old 10" main to 14" tile + 20 ft 5" plastic		40.00
		Total		3,393.45

Phone:
 LYNDY SKOLBERG
 Buffalo Lake
 A.C. 612 - 833-5834

In Account With
SKOLBERG & WOJAHN
 Sower, Water - Tilling Contractors - Farm Drainage

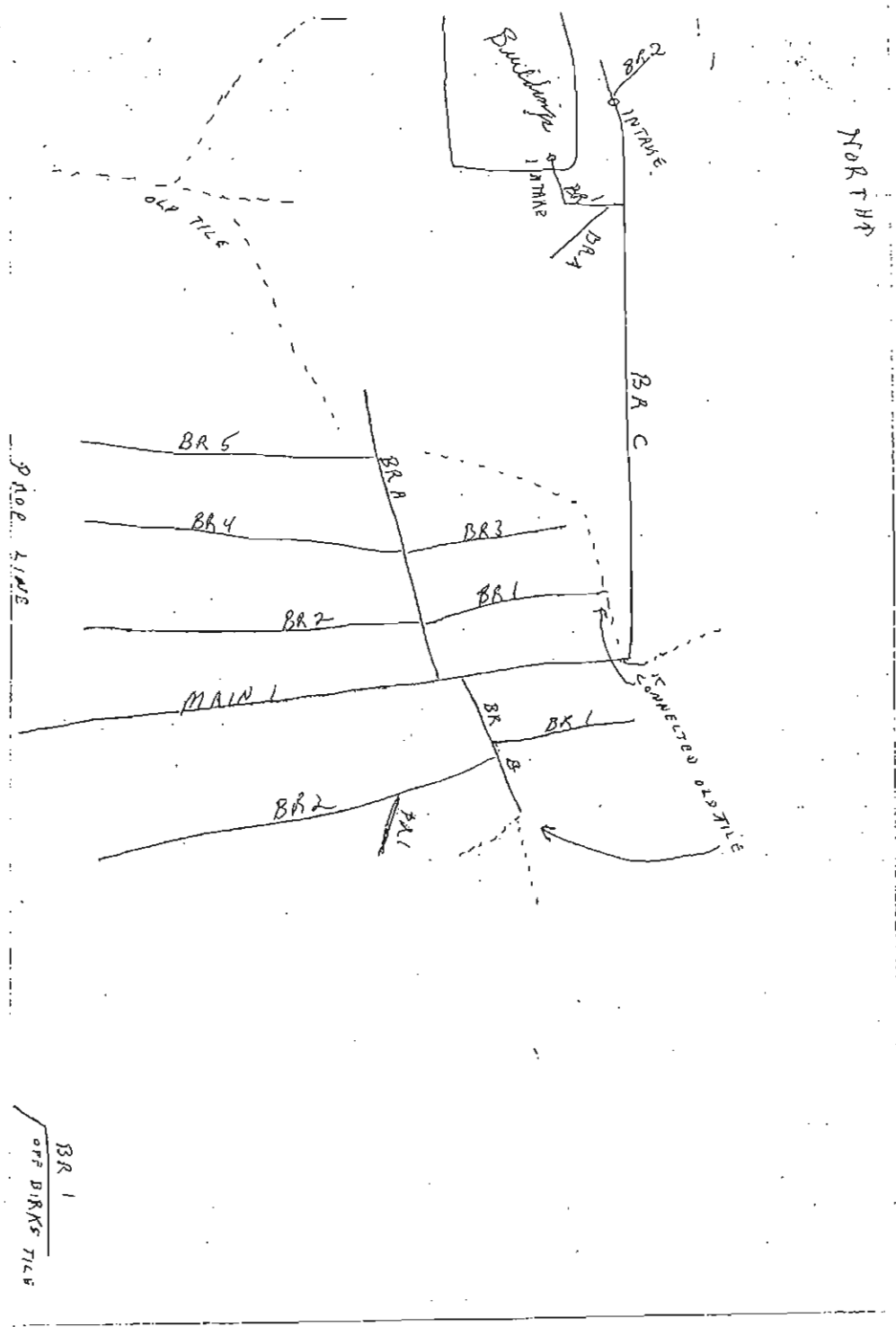
Phone:
 HARRY WOJAHN
 Fairfax
 A.C. 507 - 426-7344

IF NOT PAID WITHIN 60 DAYS, 8% INTEREST

John Ball

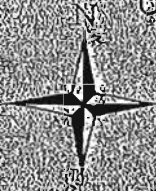
Date *Oct.* 19*76*

Station	Size of Tile	Depth	Grade	Price
	2,900' - 16" tile		}	\$ 15,746.40
	1,725' - 14" tile			
	2 1/2' head			
	Rock Walls			
	Bill for branches + plastic etc.			3,393.45
	Total			14,639.85
			less Exp. in field	
			300.00	
				14,339.85





HASSAN VALLEY
 19-116-29
 June 27, 2002



United States Department of Agriculture
 Farm Service Agency

McLeod County

- Wetland
- ▭ Tract Boundary
- ▭ Field Boundary
- ▭ Section Line

1991 Digital Orthophotography - Not To Scale

McLEOD COUNTY AGREEMENT WITH CENTRAL APPLICATORS, INC.

BRUSH SPRAYING IN COUNTY DITCHES – 2013

1. Central Applicators, Inc. shall be responsible for furnishing and applying herbicide at the appropriate rate for controlling brush along the ditch banks.
2. Central Applicators, Inc. shall be responsible for maintaining a daily spray log which will include such data as date, wind direction and velocity, temperature, location, side of ditch sprayed, mix formula, amount of chemical used, operators name, and comments for any occurrences during the day.
3. Central Applicators, Inc. shall supply a copy of his license or certification to the County, and a Certificate of Insurance on behalf of McLeod County.
4. Central Applicators, Inc. shall indemnify and save harmless the State of Minnesota, the County of McLeod, the various Townships in McLeod County, their officers and employees from all suits, actions and claims of any character brought because of injuries or damages received or sustained by any person, persons, or property on account of the operations of said contractor; or on account of or in consequence of any neglect in safeguarding the work; or through the use of unacceptable materials in construction of the work; or because of any act or omission, neglect, or misconduct of said contractor; or because of any claims arising or amounts recovered from infringements of patent, trademark, or copyright; or because of any claims arising or amounts recovered under the Workers Compensation Act; or any other law, ordinance, or decree.
5. McLeod County will be responsible for providing a map to Central Applicators, Inc. showing both the location to be sprayed and the existing road/ditch right of way.
6. Central Applicators, Inc. will schedule and notify McLeod County when ditch spraying will take place and be in agreement of this scheduled time.
7. Central Applicators, Inc. will submit a bill for work performed for each individual County ditch that ditch spraying was completed in.
8. Spraying of drainage ditches for 2013 will be done at a rate of \$50.00 per hour per application unit, plus chemicals.

Signed: , Central Applicators, Inc.
Gary Corrigan

Signed: _____, McLeod County, Board of Commissioners
Chairperson Paul Wright

Signed: _____, McLeod County Administrator
Patrick Melvin

McLEOD COUNTY AGREEMENT WITH CENTRAL APPLICATORS, INC.
STUMP TREATMENT ON COUNTY DITCHES – 2013

1. Central Applicators, Inc. shall be responsible for furnishing and applying herbicide at the appropriate rate for stump treatment on recently ground up trees along the ditch banks.
2. Central Applicators, Inc. shall be responsible for maintaining a daily log which will include such data as date, wind direction and velocity, temperature, location, side of ditch treated, mix formula, amount of chemical used, operators name, and comments for any occurrences during the day.
3. Central Applicators, Inc. shall supply a copy of his license or certification to the County, and a Certificate of Insurance on behalf of McLeod County.
4. Central Applicators, Inc. shall indemnify and save harmless the State of Minnesota, the County of McLeod, the various Townships in McLeod County, their officers and employees from all suits, actions and claims of any character brought because of injuries or damages received or sustained by any person, persons, or property on account of the operations of said contractor; or on account of or in consequence of any neglect in safeguarding the work; or through the use of unacceptable materials in construction of the work; or because of any act or omission, neglect, or misconduct of said contractor; or because of any claims arising or amounts recovered from infringements of patent, trademark, or copyright; or because of any claims arising or amounts recovered under the Workers Compensation Act; or any other law, ordinance, or decree.
5. McLeod County will be responsible for providing a map to Central Applicators, Inc. showing both the location to have stumps treated and the existing road/ditch right of way.
6. Central Applicators, Inc. will schedule and notify McLeod County when stump treatment will take place and be in agreement of this scheduled time.
7. Central Applicators, Inc. will submit a bill for work performed for each individual County ditch that stump treatment was completed in.
8. Stump treatment of drainage ditches for 2013 will be done at a rate of \$50.00 per hour per application unit, plus chemicals.

Signed: , Central Applicators, Inc.
Gary Corrigan

Signed: _____, McLeod County, Board of Commissioners
Chairperson Paul Wright

Signed: _____, *McLeod County Administrator*
Patrick Melvin

Winstock Country Music Festival

12/06/2012

Mr. Larry Gasow
McLeod County Zoning Administrator
830 11th Street East, Suite 110
Glencoe, MN 55336

Dear Larry;

The annual Winstock Country Music Festival is again just around the corner, enclosed are documents for your review for the 2013 event. 2013.slp 4.9.13

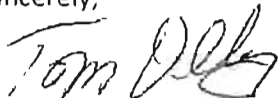
Enclosed is the "Application for Licenses to Permit Large Assemblies in McLeod County". With regard to this document I have obtained all pertinent signatures as well as supplied the information requested. What is required now is the review and approval from your office, the McLeod County Sheriff and the McLeod County Board of Commissioners.

As in years past the "Application to Conduct Annual Off-Site Gambling" and the "Application and Permit for the 1 to 4 Day Temporary on-Site Liquor License" are obtained from the City of Winsted and the State of Minnesota. Both the pull tab booth and the beer tent are located on property within the City of Winsted. Because of their location it is not necessary for us to secure approval for these licenses from either Winsted Township or McLeod County.

Please inform me of the day the Board of Commissioners will review this request as either myself or another member of our event would like to be present to answer any questions that the Commissioners may have. In the event you have any questions prior to the Commission meeting please give me a call. My cell phone number is (612) 219-0074 and my home number is (320) 485-3987.

As always, and for the 20th time thank you very much for your help.

Sincerely,



Tom Ollig, Committee Member
Winstock Country Music Festival

Application for License to Permit
Large Assemblies McLeod County, MN

Name of Applicant: The Church of The Holy Trinity

Address: 111 W. Winsted Avenue – P.O. Box 9 Winsted, MN 55395

Phone Number: (320) 485-4421

Hereby make application on behalf of:

() a corporation, () a partnership, () a Society Group or Association, or (X) other -- a Church

To the County of McLeod for a license to permit the lawful assembly of over 5,000 persons, on the following described property: (Legal Description)

The Northwest Quarter of the NE Quarter of Section (15) in the Township (117) North of Range (27) West

The nature and purpose of the assembly will be as follows.

The assembly "Winstock Country Music Festival". The purpose is to raise funds to help support Holy Trinity Schools in Winsted, MN. Holy Trinity has an enrollment in grades preschool through 12th grade of some 240 students. This event is the major fund raiser in their annual budget.

The assembly will begin on the 6th day of June 2013 between the hours of 5:00 p.m. and 11:59 p.m. and end of the 8th day of June 2013 at 11:59 p.m.. The MAXIMUM number of persons anticipated attending is 16,000 each day. The MAXIMUM number of tickets to be issued, sold or distributed is 16,000


(applicant) _____

22-11-12
(date)

Fr. Tony Stubeda, Pastor
The Church of The Holy Trinity

PROPERTY OWNER APPROVAL:

I am the owner/caretaker of the described property and hereby grant permission to the Church of The Holy Trinity, Winsted, MN to hold an assembly according to the resolution regulating Large Assemblies In McLeod County on file in the office of the County Auditor.



Fr. Tony Stubeda, Pastor
The Church of The Holy Trinity

1-30-13
Date

TOWNSHIP APPROVAL:

The application of The Church of The Holy Trinity is hereby recommended to the McLeod County Board of Commissioners for approval subject to the following special conditions.

- a. Winsted Township assumes no liability.




(Township Clerk)

2-21-13
Date

CITY OF WINSTED APPROVAL:

The application of The Church of The Holy Trinity is hereby recommended to the McLeod County Board of Commissioners for approval subject to the following special conditions.



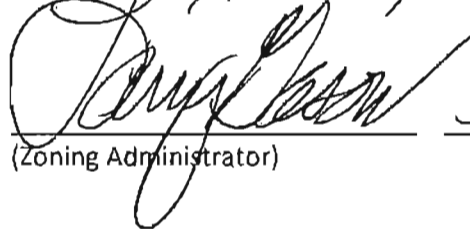
(Mayor City of Winsted)

2/5/13
Date

ZONING ADMINSTRATOR APPROVAL:

The application of **The Church of The Holy Trinity** is hereby recommended to the McLeod County Board of Commissioners for approval subject to the following special conditions.


Fees to be paid to McLeod County Auditor/Treasurer



(Zoning Administrator) 3-15-13
Date

MCLEOD COUNTY SHERIFF APPROVAL:

The application of **The Church of The Holy Trinity** is hereby recommended to the McLeod County Board of Commissioners for approval subject to the following special conditions.



(McLeod County Sheriff) 03-27-13
Date

MCLEOD COUNTY BOARD APPROVAL:

A license to hold a large assembly in McLeod County is hereby granted to **The Church of The Holy Trinity Winsted, MN** at the above mentioned location and for the stated duration on the application subject to All rules and regulations of the resolution and to the following special conditions.

(County Board Chairperson) _____
Date

APPLICATION

Section C

Question 1

The name, age residence and mailing address of all persons required to sign the application by Part B above and in the case of the corporation, a certificate copy of the articles of incorporation together with the name, age, residence and mailing address of each person holding 10% or more of the stock of said corporation.

Fr. Tony Stubeda, Pastor
The Church of The Holy Trinity
111 West Winsted Avenue
P.O. Box 9
Winsted, MN 55395

The Church of The Holy Trinity is a non-profit religious organization. A copy of the original Articles of incorporation are attached.

**AGREEMENT FOR MAINTENANCE AND CONSTRUCTION OF
McLEOD COUNTY ROAD 56 (WRIGHT COUNTY ROAD 103)**

THIS AGREEMENT FOR MAINTENANCE AND CONSTRUCTION OF COUNTY ROAD 56 (CR 56) ("Agreement"), is made and entered into as of the 5th day of March, 2013, by and between the County of Wright ("Wright County"), and the County of McLeod ("McLeod County") (each sometimes hereinafter called "party" and both sometimes collectively called "parties"), the parties being governmental and political subdivisions of the State of Minnesota.

WITNESSETH:

WHEREAS, McLeod CR 56 (Wright County Road 103), hereafter referred to as CR 56, is a duly dedicated and open public highway, described as follows; Beginning at the northwest corner of Section 6, Township 117 North, Range 27 West; thence easterly along the north line of Sections 6, 5, 4, and 3 all of Township 117 North, Range 27 West to the northeast corner of Section 3, Township 117 North, Range 27 West and there terminating, and

WHEREAS, McLeod County and Wright County have equal responsibility for the ownership, construction, and maintenance of CR 56, and

WHEREAS, Minnesota Statute 160.21 allows road authorities to contract with each other for the construction and maintenance of, or removal of snow from, any or all highways under their supervision, and

WHEREAS, the authority of the parties to enter into this Agreement is provided by Minnesota Statutes, sections 417.59.

NOW, THEREFORE, in consideration of the mutual promises and covenants of each to the other contained in the Agreement and other good and valuable consideration, receipt of which is hereby acknowledged, the parties hereto do covenant and agree as follows:

SECTION 1, THE AGREEMENT

1.01. Routine Maintenance

- A. McLeod County shall perform all necessary routine road maintenance activities on CR 56, including by not limited to snow removal, patching, crack sealing, mowing, striping, and shouldering.
- B. The decision to perform maintenance and the coordination, timing, and dispatching of McLeod County operators and equipment shall be at the discretion of the McLeod County Engineer, McLeod County Highway Superintendent, or his/her direct representative.
- C. Wright County shall reimburse McLeod County annually, within 30 day after receipt of invoice, for one half of the actual maintenance costs of CR 56, as set forth in Section 1.01A. These maintenance costs are based on the cost per mile taken from the current McLeod County Highway Department Annual Report.

1.02. **Construction**

- A. The decision to initiate a CR 56 construction project shall be mutually agreed upon by the McLeod County Engineer and the Wright County Engineer prior to any resources being expended.
- B. Wright County shall take the lead on major construction activities, including but not limited to bituminous overlays, major rehabilitation projects, and reconstruction.
- C. Wright County shall perform all preliminary design, final design, project management, contract administration, and other applicable tasks associated with CR 56 construction projects.
- D. McLeod County shall reimburse Wright County monthly, within 30 days after receipt of invoice for one half of all costs associated with such CR 56 construction projects. Invoice shall detail all costs incurred by Wright County during the billing period. Costs submitted shall include the standard labor additive (fringe benefits and indirect costs).

1.03 **Miscellaneous**

- A. Minor alterations to Section 1.01, Routine Maintenance and Section 1.02, Construction may be made from time to time with mutual consent of the McLeod County Engineer and the Wright County Engineer.
- B. This Agreement shall continue indefinitely, subject to cancellation by either party upon a 60 day written notice.

SECTION 2, GENERAL PROVISIONS

Section 2.01. Notices. All notices or communications required or permitted pursuant to this Agreement shall be either hand delivered or mailed to Wright County and McLeod County, certified mail, return-receipt requested, at the following address:

Wright County: Wright County Engineer
 Wright County Highway Department
 1901 Highway 25 North
 Buffalo, MN 55313

McLeod County: McLeod County Engineer
 McLeod County Highway Department
 1400 Adams Street SE
 Hutchinson, MN 55350

Either party may change its address or authorized representative by written notice delivered to the other party pursuant to this Section 2.01.

Section 2.02. Counterparts. This Agreement may be executed in more than one counterpart, each of which shall be deemed to be an original but all of which taken together shall be deemed a single instrument.

Section 2.03. Survival of Representations and Warranties. The representations, warranties, covenants, and agreements of the parties under this Agreement, and the remedies of either party for the breach of such representations, warranties, covenants, and agreements by the other party shall survive the execution and termination of this Agreement.

Section 2.04. Alteration. Any alteration, variation, modification or waiver of the provisions of the Agreement shall be valid only after it has been reduced to writing and duly signed by all parties.

Section 2.05. Waiver. The waiver of any of the rights and/or remedies arising under the terms of the Agreement on any one occasion by any party hereto shall not constitute a waiver or any rights and/or remedies in respect to any subsequent breach or default of the terms of this Agreement. The rights and remedies provided or referred to under the terms of this Agreement are cumulative and not mutually exclusive.

Section 2.06. Severability. The provisions of this Agreement are severable. If any paragraph, section, subdivision, sentence, clause or phrase of this Agreement is for any reason held to be contrary to law, or contrary to any rule or regulation having the force and effect of law, such decision shall not affect the remaining portions of this Agreement.

Section 2.07. Interpretation According to Minnesota Law. This Agreement shall be interpreted and construed according to the laws of the State of Minnesota.

Section 2.08. Entire Agreement. This Agreement shall constitute the entire agreement between the parties and shall supersede all prior oral or written negotiations.

Section 2.09. Headings. The headings to the various sections of this Agreement are inserted only for convenience of reference and are not intended, nor shall they be construed, to modify, define, limit, or expand the intent of the parties as expressed in the Agreement.

Section 2.10. Further Actions. The parties agree to execute such further documents and take such further actions as may reasonably be required or expedient to carry out the provisions and intentions of this Agreement, or any agreement or document relating hereto or entered into in connection herewith.

Section 2.11. Parties in Interest. This Agreement shall be binding upon and insure solely to the benefit of the parties hereto and their permitted assigns, and nothing in this Agreement, express or implied, is intended to confer upon any other person any rights or remedies of any nature under to by reason of this Agreement.

Section 2.12 It is further agreed that any and all full-time employees of McLeod County and all other employees of said County engaged in the performance by any work or services required or provided for herein to be performed by the County shall be considered employees of McLeod County only and not of Wright County and that any and all claims that may or might arise under Workman's Compensation Act of the State of Minnesota on behalf of said employees while so engaged and any and all claims made by any third parties as a consequence of any act or omission on the part of McLeod County employees while so engaged on any of the work or services provided to be rendered herein shall be the sole obligation and responsibility of McLeod County.

It is further agreed that any and all full-time employees of Wright County and all other employees of said County engaged in the performance by any work or services require or provided for herein to be performed by Wright County shall be considered employees of Wright County only and not of McLeod County and that any and all claims that may or might arise under Workman's Compensation Act of the State of Minnesota on behalf of said employees while so engaged and any and all claims made by any third parties as a consequence of any act or omission on the part of said Wright County employees which so engaged on any of the work or services to be rendered herein shall be the sole obligation and responsibility of Wright County.

IN TESTIMONY WHEREOF, The parties hereto have caused this Agreement to be executed by their respective duly authorized officers as of the day and year first above written.

COUNTY OF WRIGHT

RECOMMENDED FOR APPROVAL:

By: 
County Engineer

Date: 2/28/2013

APPROVED AS TO LEGALITY:

By: 
County Attorney

Date: 3-15-13

By: 
County Board Chair

Date: 3/5/13

ATTEST:

And: 
County Coordinator

Date: 3/5/13

COUNTY OF MCLEOD

RECOMMENDED FOR APPROVAL:

By: _____
County Engineer

Date: _____

APPROVED AS TO LEGALITY:

By: _____
County Attorney

Date: _____

By: _____
County Board Chair

Date: _____

ATTEST:

And: _____
County Administrator

Date: _____

STATE AID FOR LOCAL TRANSPORTATION
SUPPLEMENTAL AGREEMENT

June 2008

Page 1 of 2

City/County of McLeod County Supplemental Agreement No. 5

FEDERAL PROJECT NO. SP 43-602-24	STATE AID PROJECT NO. SAP 43-602-25	LOCAL PROJECT NO.	CONTRACT NO. 1024	
CONTRACTOR NAME Shafer Contracting Co. Inc.	ADDRESS 30405 Regal Ave	CITY Shafer	STATE MN	ZIP 55074
LOCATION OF WORK: On CSAH 2 from 600' north of CSAH 3 to 1000' south of CSAH 24		TOTAL SUPPLEMENTAL AGREEMENT AMOUNT \$26,000.00		

This Contract is between the Local Government Entity and Contractor as follows:

WHEREAS This Contract provides for, among other things, Bituminous Milling, Shoulder Grading, Concrete Paving; and

WHEREAS: The contractor has filed certain claims relating to the production and placement of the concrete pavement; and

WHEREAS: The County's Engineer has reviewed these claims and determined that some of the claims asserted by the Contractor are valid.

NOW, THEREFORE, IT IS HEREBY MUTUALLY AGREED AND UNDERSTOOD THAT:

1. The County offers and the Contractor accepts the Negotiated Lump Sum of \$26,000.00 as full and final settlement of the claims detailed above.
2. Contract time will not be revised except as may be provided in Mn/DOT Specification 1806.
3. The Contractor will not make claim of any kind or character whatsoever for any other costs or expenses that he may have incurred or which he may hereafter incur, in performing the work and furnishing the materials required by this agreement.

COST BREAKDOWN

<u>Group/ *Fund Cat.</u>	<u>Item Name</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Quantity</u>	<u>Amount</u>
Federal & State Aid	Claim Settlement	L.S.	\$26,000.00	1	\$26,000.00

STATE AID FOR LOCAL TRANSPORTATION
SUPPLEMENTAL AGREEMENT

June 2008

Page 2 of 2

Approved by Project Engineer: <u><i>Phil Schmalz</i></u>	Approved by Contractor: <u><i>Frank Weiss</i></u>
Print Name: <u>Phil Schmalz</u>	Print Name: <u>Frank Weiss</u>
Date: <u>4/9/13</u> Phone <u>320-484-4362</u>	Date: <u>4/8/13</u> Phone: <u>651-257-5009</u>

Original to Project Engineer; Copy to Contractor

Once contract has been fully executed, forward a copy to DSAE for funding review:	
The State of Minnesota is not a participant in this contract; signing by the District State Aid Engineer is for FUNDING PURPOSES ONLY. Reviewed for compliance with State and Federal Aid Rules/Policy. Eligibility does not guarantee funds will be available.	
This project is eligible for: <input checked="" type="checkbox"/> Federal Funding <input checked="" type="checkbox"/> State Aid Funding <input type="checkbox"/> Local funds	
District State Aid Engineer: _____	Date: _____

STATE OF MINNESOTA
DEPARTMENT OF TRANSPORTATION
And
CITY OF HUTCHINSON and MCLEOD COUNTY
COOPERATIVE CONSTRUCTION
AGREEMENT

State Project Number (S.P.): Trunk Highway Number (T.H.): State Project Number (S.P.): State Project Number (S.P.): Federal Project Number: Lighting System Feed Point No.	<u>4304-90</u> <u>15=151</u> <u>4304-90S</u> <u>043-070-006</u> <u>NHPP-HSIP 0015</u> <u>(301)</u> <u>A, 43E2, 43E3, 43E4</u>	Original Amounts Encumbered State Funds <u>\$1,273,077.69</u> Federal-Aid Funds <u>\$3,566,555.52</u>
---	---	--

This Agreement is between the State of Minnesota, acting through its Commissioner of Transportation ("State") and the City of Hutchinson acting through its City Council ("City") and McLeod County acting through its Board of Commissioners ("County").

Recitals

1. The County will perform grading, roundabout, concrete and bituminous paving and surfacing, ADA improvements, lighting and signals construction and other associated construction upon, along and adjacent to Trunk Highway No. 15 from T.H. 212 to Denver Avenue and on C.S.A.H. 115 from 950 feet west of T.H. 15 to 1300 feet east of T.H. 15 according to County-prepared plans, specifications and special provisions designated by the County and by the State as State Project No. 4304-90, S.P. 4304-90S and S.P. 043-070-006 (T.H. 15=151)("Project"); and
2. The County requests the State participate in the costs of the grading, roundabout, concrete and bituminous paving and surfacing, ADA improvements, lighting and signals construction and the State is willing to participate in the costs of said construction and associated construction engineering as set forth in this Agreement; and
3. The Federal-aid funds available to the State for the construction contract will be paid to the County through the State Aid Finance Office under the Delegated Contract Process on a reimbursable basis after expenses have been incurred, up to the amount as set forth in this Agreement ; and
4. The State funds or a State fund match for the Federal-aid funds will be advanced to the County in an amount as set forth in this Agreement; and
5. The Catalog of Federal Domestic Assistance number or CFDA number is 20.205; and
6. A separate agreement between the County and the City of Hutchinson will address the City share of the Cost of City included construction items in the County construction contract; and
7. 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: 2.4. State Ownership of Improvements; 5. Maintenance by the County; 6. Maintenance by the City; 11. Liability; Worker Compensation Claims; Insurance; 13. State Audits; 14. Government Data Practices; 15. Governing Law; Jurisdiction; Venue; and 17. Force Majeure.
 - 1.4. **Plans, Specifications, Special Provisions.** State-approved County plans, specifications and special provisions designated by the County and by the State as State Project No. 4304-90, No. 4304-90S (T.H. 15=151) and S. P. 043-070-006 and are on file in the office of the County's Engineer and incorporated into this Agreement by reference. ("Project Plans")
 - 1.5. **Exhibits.** Preliminary Schedule "I" is on file in the office of the County Engineer and incorporated into this Agreement by reference. Lighting Exhibits "A" and "B" are attached and incorporated into this Agreement.
2. **Right-of-Way Use**
- 2.1. **Limited Right to Occupy.** The State grants to the County (and its contractors and consultants) the right to occupy trunk highway right-of-way as necessary to perform the work described in the Project Plans. This right is limited to the purpose of constructing the project, and administering such construction, and may be revoked by the State at any time, with or without cause. Cause for revoking this right of occupancy includes, but is not limited to, breaching the terms of this or any other agreement (relevant to this project) with the State, failing to provide adequate traffic control or other safety measures, failing to perform the construction properly and in a timely manner, and failing to observe applicable environmental laws or terms of applicable permits. The State will have no liability to the County (or its contractors or consultants) for revoking this right of occupancy.
 - 2.2. **State Access; Suspension of Work; Remedial Measures.** The State's District Engineer or assigned representative retains the right to enter and inspect the trunk highway right-of-way (including the construction being performed on such right-of-way) at any time and without notice to the County or its contractor. If the State determines (in its sole discretion) that the construction is not being performed in a proper or timely manner, or that environmental laws (or the terms of permits) are not being complied with, or that traffic control or other necessary safety measures are not being properly implemented, then the State may direct the County (and its contractor) to take such remedial measures as the State deems necessary. The State may require the County (and its contractors and consultants) to suspend their operations until suitable remedial action plans are approved and implemented. The State will have no liability to the County (or its contractors or consultants) for exercising its rights under this provision.
 - 2.3. **Traffic Control; Worker Safety.** While the County (and its contractors and consultants) are occupying the State 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 County, contractor, and consultant personnel occupying the State's right-of-way must be provided with required reflective clothing and hats.
 - 2.4. **State Ownership of Improvements.** The State will retain ownership of its trunk highway right-of-way, including any improvements made to such right-of-way under this Agreement, unless otherwise noted. The warranties and guarantees made by the County's contractor with respect to such improvements (if any) will flow to the State. The County will assist the State, as necessary, to enforce such warranties and guarantees, and to obtain recovery from the County's consultants, and contractor (including its sureties) for non-performance of contract work, for design errors and omissions, and for defects in materials and workmanship. Upon request of the State, the County will undertake such actions as are reasonably necessary to transfer or assign contract rights to the State and to permit subrogation by the State with respect to claims against the County's consultants and contractors.

3. Contract Award and Construction

- 3.1. **Bids and Award.** The County will receive bids and award a construction contract to the lowest responsible bidder (or best value proposer), subject to concurrence by the State in that award, according to the Project Plans. The contract construction will be performed according to the Project Plans.
- 3.2. **Bid Documents furnished by the County.** The County will, within 7 days of opening bids for the construction contract, submit to the State's District Engineer a copy of the low bid and an abstract of all bids together with the County's request for concurrence by the State in the award of the construction contract. The County will not award the construction contract until the State advises the County in writing of its concurrence.
- 3.3. **Rejection of Bids.** The County may reject and the State may require the County to reject any or all bids for the construction contract. The party rejecting or requiring the rejection of bids must provide the other party written notice of that rejection or requirement for rejection no later than 30 days after opening bids. Upon the rejection of all bids, a party may request, in writing, that the bidding process be repeated. Upon the other party's written approval of such request, the County will repeat the bidding process in a reasonable period of time, without cost or expense to the State.
- 3.4. **Contract Terms.** The County's contract with its construction contractor(s) must include the following terms:
- A. A clause making the State of Minnesota, acting through its Commissioner of Transportation, an intended third-party beneficiary of the contract with respect to the portion of work performed on the State's right-of-way; and
 - B. A clause requiring the State to be named as an additional insured on any insurance coverage which the contractor is required to provide; and
 - C. A clause stating that any warranties provided by the contractor, for the work performed on the trunk highway, will flow to, and be enforceable by, the State as the owner of such improvements.
- 3.5. **Direction, Supervision and Inspection of Construction**
- A. The contract construction will be under the direction of the County and under the direct supervision of a registered professional engineer. The supervision provided by the County may only be assigned, sublet, or transferred after the County is notified in writing by the State that such action is permitted under 23 CFR 1.33 and 23 CFR 635.105 and state law. This written consent will in no way relieve the County from its primary responsibility for satisfactory performance of the contract construction. The County will provide a County-employed registered professional engineer to oversee the contract construction, if the same consultant that designed the project employs the engineer supervising the contract construction directly.
 - B. The State will be the primary overseer of the contract construction and a State District Engineer authorized representative will perform regular periodic inspections during construction. The County will give the District Engineer at Willmar five days notice of its intention to start the contract construction.
 - C. The County will notify the Independent Assurance Inspector when the contract construction is in progress that requires observation by the Independent Assurance Inspector as required by the Independent Assurance Schedule. Responsibility for the control of materials for the contract construction will be on the County and its contractor and will be carried out according to Specifications No. 1601 through and including No. 1609 in the State's current "Standard Specifications for Construction".
- 3.6. **Completion of Construction.** The County will cause the contract construction to be started and completed according to the time schedule in the construction contract special provisions. The completion date for the contract construction may be extended, by an exchange of letters between the appropriate County official and the State District Engineer's authorized representative, for unavoidable delays encountered in the performance of the contract construction.

- 3.7. **Plan Changes.** All changes in the Project Plans and all addenda, change orders and supplemental agreements entered into by the County and its contractor for contract construction must be approved in writing by the State District Engineer's authorized representative.
- 3.8. **State Furnished Engineering Services.** Upon written request from the County, the State may furnish specific engineering or technical services, pursuant to Minnesota Statutes § 161.39. Such services may be covered by other technical services agreements. The County will pay the State to reimburse the Trunk Highway Fund for the full cost and expense of furnishing such services, upon the State's requests for reimbursement. The costs and expenses will include the current State labor additives and overhead rates, subject to adjustment based on actual direct costs that have been verified by audit. Providing such services will not make the State a principal or co-principal with respect to liability regarding the contract construction.
- 3.9. **Compliance with Laws, Ordinances, Regulations**
- A. The County will comply and cause its contractor to comply with all Federal, State and Local laws, and all applicable ordinances and regulations. With respect only to that portion of work performed on the State's trunk highway right-of-way, the County will not require the contractor to follow local ordinances or to obtain local permits.
 - B. County treatment of all public, private or cooperatively owned utility facilities which directly or indirectly serve the public and which occupy highway rights of way will conform to 23 CFR 645 "Utilities" which is incorporated into this Agreement by reference.
- 3.10. **Construction Documents Furnished by the County.** The County will keep records and accounts that enable it to provide the State, when requested, with the following:
- A. Copies of the County contractor's invoice(s) covering all contract construction.
 - B. Copies of the endorsed and canceled County warrant(s) or check(s) paying for final contract construction, or computer documentation of the warrant(s) issued, certified by an appropriate County official that final construction contract payment has been made.
 - C. Copies of all construction contract change orders and supplemental agreements.
 - D. A certification form, provided by the State, signed by the County's Engineer in charge of the contract construction attesting to the following:
 - i. Satisfactory performance and completion of all contract construction according to the Project Plans.
 - ii. Acceptance and approval of all materials furnished for the contract construction relative to compliance of those materials to the State's current "Standard Specifications for Construction".
 - iii. Full payment by the County to its contractor for all contract construction.
 - E. Copies, certified by the County's Engineer, of material sampling reports and of material testing results for the materials furnished for the contract construction.
 - F. A copy of the "as built" plan sent to the District Engineer.
4. **Right-of-Way; Easements; Permits; Coordination of Environmental Permits**
- 4.1. The County will, without cost or expense to the State, obtain all rights-of-way, easements, construction permits and any other permits and sanctions that may be required in connection with the local and trunk highway portions of the contract construction. Before payment by the State, the County will furnish the State with certified copies of the documents for rights-of-way and easements, construction permits and other permits and sanctions required for State participation construction covered under this Agreement.
- 4.2. The County will convey to the State by quit claim deed, all newly acquired rights needed for the continuing operation and maintenance of the Trunk Highway, if any, upon completion of the Project, at no cost or expense to the State.

- 4.3. The County will comply with Minnesota Statutes § 216D.04, subdivision 1(a), for identification, notification, design meetings and depiction of utilities affected by the contract construction.
- 4.4. The County will require the City to submit to the State's Utility Engineer an original permit application for all utilities owned by the City of Hutchinson to be constructed upon and within the trunk highway right-of-way. Applications for permits will be made on State form "Application for Utility Permit on Trunk Highway Right Of Way" (Form TP2525).
- 4.5. The County will require the City to submit to the Minnesota Pollution Control Agency the plans and specifications for the construction or reconstruction of its sanitary sewer facilities to be performed under the construction contract and obtain, under Minnesota Statutes § 115.07 or Minnesota Rules 7001.1030, subpart 2C, either a permit or written waiver from that agency for that construction or reconstruction. The County is advised that under Minnesota Rules 7001.1040, a written application for the permit or waiver must be submitted to the Minnesota Pollution Control Agency at least 180 days before the planned date of the sanitary sewer facility construction or reconstruction.
- 4.6. The County will be responsible to prepare and submit a Wetland Replacement Plan application pursuant to the Wetland Conservation Act (WCA). The State acknowledges that the proposed project satisfies a shared purpose and need of the State and the Local Road Authority, therefore all proposed wetland impacts are eligible for and the responsibility of the State wetland road replacement bank.
- 4.7. The County will be responsible to prepare and submit a Wetland Replacement Plan application pursuant to the applicable requirements of Sections 10, 401 and 404 of the Federal Clean Water Act. The State and the County acknowledge that any proposed wetland impacts requiring wetland mitigation found not eligible under Section 1.A is the responsibility of the County.
- 4.8. The County will be responsible to prepare and obtain a National Pollutant Discharge Elimination System Construction Storm water Permit coverage (NPDES-CSW permit) from the Minnesota Pollution Control Agency. The State and the County acknowledge that transfer of the NPDES permit coverage to the awarded contractor is the responsibility of the County.

5. Maintenance by the County

Upon completion of the project, the City and County will provide the following without cost or expense to the State:

- 5.1. **Roadways, Storm Sewers.** The County is responsible for C.S.A.H 115 maintenance in accordance with their normal maintenance practices.
- 5.2. **Lighting.** Maintenance and ownership of C.S.A.H. 115 and rural lighting facilities construction, is shown in Exhibits "A" and "B". Maintenance includes but is not limited to; replacing faulty luminaries and knocked down or otherwise damaged poles; repairing service cabinets, photocells, and all other miscellaneous hardware to keep the lighting facilities in working order; cleaning and re-lamping the luminaries; and painting the lighting facilities. 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. The State will be responsible for all "Gopher State One Call" locates.
- 5.3. **Additional Drainage.** Neither party to this Agreement will drain any additional drainage 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 other party. The drainage areas served by the storm sewer facilities constructed under the construction contract are shown in a drainage area map, EXHIBIT "Drainage Area", which is on file in the office of the State's District Hydraulics Engineer at Willmar and is incorporated into this Agreement by reference.
- 5.4. **Future Responsibilities.** Upon completion of the C.S.A.H. 115 construction, the County will accept full and total responsibility and all obligations and liabilities arising out of or by reason of the use, operation,

maintenance, repair and reconstruction of C.S.A.H. 115 and all of the facilities constructed as part of this Agreement, without cost or expense to the State.

6. Maintenance by the City

- 6.1. **Municipal Utilities.** The City will be responsible for all maintenance of any municipal-owned utilities construction, without cost or expense to the State or County.
- 6.2. **Sidewalks.** The City will be responsible for all maintenance of the roundabout sidewalk and concrete trail construction, 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, cross street pedestrian crosswalk markings, mowing grass boulevards (if any) and any other maintenance activities necessary to perpetuate the sidewalks and trail in a safe, useable, and aesthetically acceptable condition.
- 6.3. **Lighting.** Maintenance and ownership of the City requested trail and sidewalk lighting facilities construction, is shown on Exhibit "A". Maintenance includes but is not limited to; replacing faulty luminaries; repairing service cabinets, photocells, and all other miscellaneous hardware to keep the lighting facilities in working order; cleaning and re-lamping the luminaries; and painting the lighting facilities. 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.
- 6.4. **Related Agreements.** This agreement will supersede and terminate the operation and maintenance terms of Maintenance Agreement No. 90156M, dated December 18, 2006, between the State, County and City for the intersection of T.H. 15 at C.S.A.H. 115/Airport Road.

7. Basis of State Cost

- 7.1. **SCHEDULE "I".** The Preliminary SCHEDULE "I" includes all anticipated State participation construction items, minus the Federal Aid and the construction engineering cost share covered under this Agreement.
- 7.2. **State Participation Construction.** The State will participate in the following at the percentages indicated. The construction includes the State's proportionate share of item costs for mobilization, field office, field laboratory and traffic control.
 - A. 100 Percent, (80% Federal Aid, 20% State match), will be the State's rate of cost participation in all of the bituminous mill and overlay construction.
 - B. 55 Percent, (90% Federal Aid, 10 State match), will be the State's rate of cost participation in all of the roundabout construction.
- 7.3. **Construction Engineering Costs.** The State will pay a construction engineering charge equal to 8 percent of the total State participation construction covered under this Agreement.
- 7.4. **Addenda, Change Orders and Supplemental Agreements.** The State will share in the costs of construction contract addenda, change orders and supplemental agreements that are necessary to complete the State participation construction covered under this Agreement and are approved in writing by the State District Engineer's authorized representative.
- 7.5. **Liquidated Damages.** All liquidated damages assessed the County'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. State Cost and Payment by the State

- 8.1. **State Cost.** \$1,273,077.69 is the State's estimated share of the costs of the contract construction plus the 8 percent construction engineering cost share and a \$110,000.00 contingency amount as shown in the Preliminary SCHEDULE "I". The Preliminary SCHEDULE "I" was prepared using estimated quantities

and unit prices, and may include any credits or lump sum costs. Upon review of the construction contract bid documents described in Article 3.2, the State will decide whether to concur in the County's award of the construction contract and, if so, prepare a Revised SCHEDULE "I" based on construction contract unit prices, which will replace and supersede the Preliminary SCHEDULE "I" as part of this agreement. The contingency amount is provided to cover overruns of the plans estimated quantities of State participation construction and State approved additional construction including construction engineering costs.

- A. **Federal-aid funded.** \$3,566,555.52 is the Federal-aid funded portion of the State cost share and will be paid to the County through the State Aid Finance Office under the Delegated Contract Process (State Aid Manual, Chapter 5.3).
- B. **State Funded.** \$1,273,077.69 is the State funded portion of the State cost share. Which consists of \$812,734.49 for construction, \$350,343.20 for construction engineering and \$110,000.00 contingency amount.

8.2. Conditions of Payment. The State will pay the County the State's total estimated construction cost share, which does not includes the 8 percent construction engineering or contingency amount cost share, as shown in the Revised SCHEDULE "I", after the following conditions have been met:

- A. Encumbrance by the State of the State's total estimated construction cost share, the 8 percent construction engineering cost share, and the contingency amount, as shown in the Revised SCHEDULE "I".
- B. Approval by the State's Land Management Director at St. Paul of certified documentation, submitted by the County, for all right-of-way and easement acquisitions required for the contract construction.
- C. Execution of this Agreement and transmittal to the County, including a letter advising of the State's concurrence in the award of the construction contract.
- D. The State's receipt of a written request from the County for the advancement of funds. The request will include certification by the County that all necessary parties have executed the construction contract.

8.3. Construction Costs Exceeding Encumbered Amount

Whenever it appears the cost of the State participation construction covered under this Agreement is about to exceed the current amount of encumbered State funds, the County will notify the State District Engineer's authorized representative in writing prior to performance of the additional State participation construction. Notification will include an estimate in the amount of additional funds necessary to complete the State participation construction including construction engineering costs and the reason(s) why the current amount encumbered will be exceeded. The State will, upon its approval of the additional State participation construction, encumber the necessary additional funds. That action will have the effect of amending this Agreement so as to include the State's share of the costs of the additional construction.

Should the County cause the performance of additional contract construction which would otherwise qualify for State participation construction covered under this Agreement, but for which the State has not previously encumbered funds, that additional contract construction is done at the County's own risk. The County will notify the State District Engineer's authorized representative in writing of the additional State participation construction. Notification will include an estimate in the amount of additional funds necessary to cover the additional State participation construction including construction engineering costs and the reason(s) why the current amount encumbered was exceeded. If the State District Engineer's authorized representative approves the additional State participation construction, the County's claim for compensation along with a request for encumbrance of the necessary additional funds will be submitted to the State's Budget Section for review of compliance with Minnesota Statutes § 16A.15, subdivision 3, but no guarantee is made that the claim will be approved by the State's Budget Section. If the claim for compensation and the request for encumbrance of the necessary additional funds are approved by the State's Budget Section, that action will have the effect of amending this Agreement so as to include the State's share of the costs of the additional construction.

8.4. *Records Keeping and Invoicing by the County*

The State will provide the County with a Payment Processing Package containing a Modified SCHEDULE "I" form, instructions, and samples of documents for processing final payment of the State participation construction covered under this Agreement.

The County will keep records and accounts that enable it to provide the State with the following prior to final payment:

- A. A copy of the Modified SCHEDULE "I" which includes final quantities of State participation construction.
- B. Copies of the County contractor's invoice(s) covering all contract construction.
- C. Copies of the endorsed and canceled County warrant(s) or check(s) paying for final contract construction, or computer documentation of the warrant(s) issued, certified by an appropriate County official that final construction contract payment has been made.
- D. Copies of all construction contract change orders and supplemental agreements.
- E. A certification form, attached to a copy of the Final Schedule "I", both provided by the State. The certification form will be signed by the County's Engineer in charge of the contract construction attesting to the following:
 - i. Satisfactory performance and completion of all contract construction according to the Project Plans.
 - ii. Acceptance and approval of all materials furnished for the contract construction relative to compliance of those materials to the State's current "Standard Specifications for Construction".
 - iii. Full payment by the County to its contractor for all contract construction.
- F. When requested, copies certified by the County's Engineer, of material sampling reports and material testing results for the materials furnished for the contract construction.
- G. A copy of the "as built" plan sent to the District Engineer.
- H. A formal invoice (original and signed) in the amount due the County as shown in the Final SCHEDULE "I".

8.5. *Final Payment by the State*

Upon completion of all contract construction, the State will prepare a Final SCHEDULE "I" according to the procedures detailed in the Payment Processing Package and submit a copy to the County. The Final SCHEDULE "I" will be based on final quantities, and include all State participation construction items and the construction engineering cost share covered under this Agreement. If the final cost of the State participation construction exceeds the amount of funds advanced by the State, the State will pay the difference to the County without interest. If the final cost of the State participation construction is less than the amount of funds advanced by the State, the County will refund the difference to the State without interest.

The State and the County waive claims for any payments or refunds less than \$5.00 according to Minnesota Statutes § 15.415.

8.6. *Limitations of State Payment; No State Payment to Contractor*

The State's participation in the contract construction is limited to the amount shown in Article 7, and the State's participation will not change except by a mutually agreed written amendment to this Agreement. The State's payment obligation extends only to the County. The County's contractor is not intended to be and will not be deemed to be a third party beneficiary of this Agreement. The County's contractor will have no right to receive payment from the State. The State will have no responsibility for claims asserted against the County by the County's contractor

9. 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.

9.1. The State's Authorized Representative will be:

Name/Title: Maryanne Kelly-Sonnek, Municipal Agreements Engineer (or successor)
 Address: 395 John Ireland Boulevard, Mailstop 682, St. Paul, MN 55155
 Telephone: (651) 366-4634
 Fax: (651) 366-4769
 E-Mail: maryanne.kellysonnek@state.mn.us

9.2. The County's Authorized Representative will be:

Name/Title: John Brunkhorst, County Engineer (or successor)
 Address: 1400 Adams Street SE, Hutchinson, MN 55350
 Telephone: 320-484-4321

9.3. The City's Authorized Representative will be:

Name/Title: Kent Exner, City Engineer (or successor)
 Address: 111 Hassan Street SE, Hutchinson, MN 55350-2522
 Telephone: 320-234-4212

10. Assignment; Amendments; Waiver; Contract Complete

10.1. Assignment. Neither 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.

10.2. 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.

10.3. 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.

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

11. Liability; Worker Compensation Claims; Insurance

11.1. 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 County. Notwithstanding the foregoing, the County will indemnify, hold harmless, and defend (to the extent permitted by the Minnesota Attorney General) the State against any claims, causes of actions, damages, costs (including reasonable attorneys fees), and expenses arising in connection with the project covered by this Agreement, regardless of whether such claims are asserted by the County's contractor(s) or consultant(s) or by a third party because of an act or omission by the County or its contractor(s) or consultant(s).

11.2. Each party is responsible for its own employees for any claims arising under the Workers Compensation Act.

11.3. The County may require its contractor to carry insurance to cover claims for damages asserted against the County's contractor.

12. Nondiscrimination

Provisions of Minnesota Statutes § 181.59 and of any applicable law relating to civil rights and discrimination are considered part of this Agreement.

13. State Audits

Under Minnesota Statutes § 16C.05, subdivision 5, 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.

14. Government Data Practices

The County and State must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by the State under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by 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 County or the State.

15. 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.

16. Termination; Suspension

16.1. *By Mutual Agreement.* This Agreement may be terminated by mutual agreement of the parties or by the State for insufficient funding as described below.

16.2. *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 payment of the services covered here. Termination must be by written or fax notice to the County. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the County will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if this Agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds.

16.3. *Suspension.* In the event of a total or partial government shutdown, the State may suspend this Agreement and all work, activities, performance and payments authorized through this Agreement. Any work performed during a period of suspension will be considered unauthorized work and will be undertaken at the risk of non-payment.

17. Force Majeure

Neither 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.

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STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minnesota Statutes § 16A.15 and 16C.05.

Signed: _____

Date: _____

SWIFT Purchase Order: _____

MCLEOD 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.

HWK-5

CITY OF HUTCHINSON

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.

RESOLUTION
For MnDOT Agreement 03359

It is resolved, that the County of McLeod enters into MnDOT Agreement No. 03359 with the State of Minnesota for the following purposes:

To provide for payment by the State to the County of the State's share of the costs of the roundabout and milling and overlay construction and other associated construction to be performed upon, along and adjacent to Trunk Highway No. 15 from TH 212 to Denver Avenue and on County State Aid Highway 115 from 950 feet west of TH 15 to 1,300 feet east of TH 15 within the corporate limits of the City of Hutchinson under State Projects No. 43040-90 and No. 4304-90S.

It is further resolved, that the proper County officers are authorized to execute such Agreement and any amendments thereto.

Adopted this 16th day of April, 2013

McLeod County Board Chair

CERTIFICATION

I do hereby certify that the foregoing resolution is a true and correct copy of a resolution presented and adopted by the McLeod County Board of Commissioners at a duly authorized meeting thereof, on the 16th day of April, 2013.

Patrick T. Melvin, County Administrator

CITY OF HUTCHINSON

RESOLUTION

IT IS RESOLVED that the City of Hutchinson enter into Mn/DOT Agreement No. 03359 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for maintenance by the City for sidewalk, lighting for sidewalk and roundabout construction and other associated construction to be performed upon, along and adjacent to Trunk Highway No. 15 from T.H. 212 to Denver Avenue and on C.S.A.H. 115 from 950 feet west of T.H. 15 to 1300 feet east of T.H. 15 within the corporate City limits under State Project No. 4304-90 (T.H. 15=151).

IT IS FURTHER RESOLVED that the Mayor and the _____ are authorized to execute the Agreement and any amendments to the Agreement.
(Title)

CERTIFICATION

I certify that the above Resolution is an accurate copy of the Resolution adopted by the Council of the City of Hutchinson at an authorized meeting held on the _____ day of _____, 2013, as shown by the minutes of the meeting in my possession.

Subscribed and sworn to before me this _____ day of _____, 2013

Notary Public _____

My Commission Expires _____

**NOTARY
STAMP**

(Signature)

(Type or Print Name)

(Title)

PRELIMINARY SCHEDULE "I"

Agreement No. 03359
County of McLeod

Preliminary: March 7, 2013

S.P. 4304-90, S.P. 4304-90S (T.H. 15=151)

S.P. 043-070-006

Fed. Proj. NHPP-HSIP 0015 (301)

Grading, roundabout, bituminous mill and overlay, concrete and bituminous surfacing,
ADA improvements, lighting and signals construction performed under County contract
with _____ located on T.H. 15 from T.H. 212 to Denver Avenue and on C.S.A.H. 115
from 950 ft west of T.H. 15 to 1300 ft east of T.H. 15

STATE COST PARTICIPATION

	TOTAL	STATE			
		TOTALS	Federal Aid Match	Federal Aid	Federal Aid
	State Funds	20 Percent	80 Percent	10 Percent	90 Percent
From Sheet No. 4, S.P. 4304-90S	631,235.16	63,123.52		63,123.52	568,111.64
From Sheet No. 7, S.P. 4303-90	3,748,054.85	749,610.97	749,610.97	2,998,443.88	
Construction Subtotals	4,379,290.01	\$749,610.97	\$2,998,443.88	\$63,123.52	\$568,111.64
(1) Total State (Match) Construction Costs	\$812,734.49				
Construction Engineering (8%) S.P. 4304-90S	50,498.81	50,498.81			
Construction Engineering (8%) S.P. 4304-90	299,844.39	299,844.39			
Construction + Construction Engineering Subtotals	4,729,633.21	1,163,077.69			
Subtotal		\$1,163,077.69			
(2) Contingency Amount		\$110,000.00			
Encumbered Amount		\$1,273,077.69			

(1) Amount of advance payment as described in Article 8.2 of the Agreement (Estimated amount)

(2) For the State's use only as described in Article 8 of the Agreement

(P) = PLAN QUANTITY

ITEM NUMBER	S.P. 4304-90S WORK ITEM - ROUNDABOUT	UNIT	QUANTITY	UNIT PRICE	COST (1)
2021.501	MOBILIZATION	LUMP SUM	0.27	100,000.00	27,000.00
2031.602	COMBINATION FIELD LABORATORY-OFFICE	EACH	0.27	8,000.00	2,160.00
2104.501	REMOVE PIPE CULVERTS	LIN FT	674.00	7.00	4,718.00
2104.501	REMOVE CURB AND GUTTER	LIN FT	49.00	2.50	122.50
2104.505	REMOVE BITUMINOUS PAVEMENT	SQ YD	15,568.00	2.30	35,806.40
2104.509	REMOVE LIGHTING UNIT	EACH	3.00	250.00	750.00
2104.509	REMOVE SIGN TYPE C	EACH	11.00	25.00	275.00
2104.509	REMOVE SIGN TYPE SPECIAL	EACH	2.00	50.00	100.00
2104.513	SAWING BIT PAVEMENT (FULL DEPTH)	LIN FT	858.00	2.00	1,716.00
2104.523	SALVAGE SIGN TYPE C	EACH	7.00	90.00	630.00
2104.523	SALVAGE SIGN TYPE D	EACH	1.00	150.00	150.00
2104.523	SALVAGE SIGN TYPE SPECIAL	EACH	1.00	180.00	180.00
2106.607	EXCAVATION - COMMON (P)	CU YD	6,979.00	4.00	27,916.00
2106.607	EXCAVATION - SUBGRADE (P)	CU YD	14,491.00	5.00	72,455.00
2106.607	COMMON EMBANKMENT (CV) (P)	CU YD	9,240.00	3.00	27,720.00
2106.607	SELECT GRANULAR EMBANKMENT (CV) (P)	CU YD	16,003.00	10.00	160,030.00
2211.503	AGGREGATE BASE (CV) CLASS 5 (P)	CU YD	3,733.00	18.00	67,194.00
2221.503	AGGREGATE SHOULDERING (CV) CLASS 1	CU YD	182.00	30.00	5,460.00
2232.501	MILL BITUMINOUS SURFACE (3.0")	SQ YD	3,312.00	1.00	3,312.00
2301.538	DOWEL BAR	EACH	279.00	5.00	1,395.00
2301.602	DRILL & GROUT REINF BAR (EPOXY COATED)	EACH	4.00	16.00	64.00
2301.604	CONCRETE PAVEMENT 8.0"	SQ YD	425.00	50.00	21,250.00
2360.501	TYPE SP 12.5 WEARING COURSE MIX (3,B)	TON	526.00	60.00	31,560.00
2360.501	TYPE SP 12.5 WEARING COURSE MIX (4,C)	TON	6,144.00	63.00	387,072.00
2501.515	15" RC PIPE APRON	EACH	3.00	200.00	600.00
2501.515	21" RC PIPE APRON	EACH	1.00	375.00	375.00
2501.515	24" RC PIPE APRON	EACH	3.00	400.00	1,200.00
2501.515	27" RC PIPE APRON	EACH	1.00	750.00	750.00
2502.521	4" TP PIPE DRAIN	LIN FT	13.00	5.00	65.00
2502.541	4" PERF TP PIPE DRAIN	LIN FT	3,434.00	4.50	15,453.00
2503.541	15" RC PIPE SEWER DES 3006 CL V	LIN FT	959.00	28.00	26,852.00
2503.541	18" RC PIPE SEWER DES 3006 CL III	LIN FT	148.00	30.00	4,440.00
2503.541	21" RC PIPE SEWER DES 3006 III	LIN FT	200.00	32.00	6,400.00
2503.541	24" RC PIPE SEWER DES 3006 CL III	LIN FT	301.00	37.00	11,137.00
2503.541	27" RC PIPE SEWER DES 3006 CL III	LIN FT	47.00	36.00	1,692.00

(P) = PLAN QUANTITY

ITEM NUMBER	WORK ITEM	UNIT	QUANTITY	UNIT PRICE	COST (1)
	S.P. 4304-90				
	CONST DRAINAGE STRUCTURE DESIGN SD-48	LIN FT	31.00	300.00	9,300.00
2506.501	CONST DRAINAGE STRUCTURE DESIGN G	LIN FT	3.70	250.00	925.00
2506.501	CONST DRAINAGE STRUCTURE TYPE 48-4020	LIN FT	105.90	300.00	31,770.00
2506.516	CASTING ASSEMBLY	EACH	30.00	450.00	13,500.00
2511.501	RANDOM RIPRAP CLASS III	CU YD	24.00	100.00	2,400.00
2511.515	GEOTEXTILE FILTER TYPE IV	SQ YD	48.00	10.00	480.00
2521.501	4" CONCRETE WALK	SQ FT	10,925.00	2.50	27,312.50
2521.501	6" CONCRETE WALK	SQ FT	13,670.00	5.00	68,350.00
2521.501	4" CONCRETE WALK SPECIAL	SQ FT	7,330.00	4.00	29,320.00
2531.501	CONCRETE CURB & GUTTER DESIGN B612	LIN FT	270.00	10.00	2,700.00
2531.501	CONCRETE CURB & GUTTER DESIGN B624	LIN FT	5,395.00	12.00	64,740.00
2531.501	CONCRETE CURB & GUTTER DESIGN S524	LIN FT	360.00	16.00	5,760.00
2531.501	CONCRETE CURB & GUTTER DESIGN B624 (MOD)	LIN FT	90.00	14.00	1,260.00
2531.618	TRUNCATED DOMES	SQ FT	376.00	38.00	14,288.00
2540.602	MAIL BOX SUPPORT	EACH	3.00	300.00	900.00
2545.511	LIGHTING UNIT TYPE SPECIAL 1	EACH	11.00	5,000.00	55,000.00
2545.515	LIGHT BASE DESIGN E MODIFIED	EACH	12.00	750.00	9,000.00
2545.523	2" NON-METALLIC CONDUIT	LIN FT	450.00	3.00	1,350.00
2545.531	UNDERGROUND WIRE 1 COND NO 2	LIN FT	400.00	3.00	1,200.00
2545.533	ARMORED CABLE 4 COND NO 4	LIN FT	2,800.00	9.00	25,200.00
2545.541	SERVICE CABINET SECONDARY TYPE L2 (MOD)	EACH	0.50	800.00	400.00
2545.545	EQUIPMENT PAD B	EACH	0.50	500.00	250.00
2545.602	HANDHOLE	EACH	4.00	500.00	2,000.00
2545.602	ELECTRICAL SERVICE	EACH	0.50	3,000.00	1,500.00
2545.602	SERVICE EQUIPMENT	EACH	0.50	500.00	250.00
2554.509	GUIDE POST TYPE B	EACH	6.00	50.00	300.00
2563.601	TRAFFIC CONTROL	LUMP SUM	0.27	60,000.00	16,200.00
2564.531	SIGN PANELS TYPE C	SQ FT	275.00	30.00	8,250.00
2564.531	SIGN PANELS TYPE D	SQ FT	282.00	40.00	11,280.00
2564.555	END OF ROADWAY MARKER X4-11	EACH	3.00	50.00	150.00
2564.537	INSTALL SIGN TYPE C	EACH	7.00	100.00	700.00
2564.537	INSTALL SIGN TYPE D	EACH	1.00	200.00	200.00
2564.537	INSTALL SIGN TYPE SPECIAL	EACH	1.00	150.00	150.00
2573.502	SILT FENCE, TYPE MACHINE SLICED	LIN FT	4,664.00	2.25	10,494.00

ITEM NUMBER	S.P. 4304-90 WORK ITEM	UNIT	QUANTITY	UNIT PRICE	COST (1)
2573.530	STORM DRAIN INLET PROTECTION	EACH	29.00	250.00	7,250.00
2573.602	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EACH	4.00	1,000.00	4,000.00
2573.602	CULVERT PROTECTION	EACH	2.00	250.00	500.00
2575.501	SEEDING	ACRE	4.10	200.00	820.00
2575.502	SEED MIXTURE 260	POUND	390.00	1.00	390.00
2575.502	SEED MIXTURE 328	POUND	5.00	50.00	250.00
2575.511	MULCH MATERIAL TYPE 1	TON	8.20	200.00	1,640.00
2575.511	MULCH MATERIAL TYPE 3	TON	0.10	1,000.00	100.00
2575.519	DISK ANCHORING	ACRE	4.10	150.00	615.00
2575.532	FERTILIZER TYPE 4	POUND	1,436.00	3.00	4,308.00
2575.570	RAPID STABILIZATION METHOD 2	ACRE	4.10	500.00	2,050.00
2575.605	SEEDING SPECIAL	ACRE	0.20	1,000.00	200.00
2582.602	PAVT MSSG (LT ARROW) EPOXY (WR)	EACH	1.00	200.00	200.00
2582.602	PAVT MSSG (RT ARROW) EPOXY (WR)	EACH	2.00	200.00	400.00
2582.603	8" DOTTED LINE WHITE-PAINT (WR)	LIN FT	30.00	1.50	45.00
2582.603	4" SOLID LINE YELLOW-PAINT (WR)	LIN FT	2,354.00	0.60	1,412.40
2582.603	4" DOUBLE SOLID LINE YELLOW-PAINT (WR)	LIN FT	3,254.00	1.50	4,881.00
2582.603	24" STOP LINE WHITE-EPOXY (WR)	LIN FT	19.00	8.00	152.00
2582.603	24" SOLID LINE YELLOW-EPOXY (WR)	LIN FT	362.00	6.00	2,172.00
2582.618	CROSSWALK MARKING-EPOXY (WR)	SQ FT	432.00	15.00	6,480.00
				TOTAL	\$1,402,744.80
	(1) 45% State		\$631,235.16		
	90% Fed		\$568,111.64		
	10% State		\$63,123.52		
	55% County		\$771,509.64		
	90% Fed		\$694,358.68		
	10% County		\$77,150.96		

(P) = PLAN QUANTITY

ITEM NUMBER	WORK ITEM - MILL & OVERLAY	UNIT	QUANTITY	UNIT PRICE	COST (2)
2021.501	MOBILIZATION	LUMP SUM	0.69	100,000.00	69,000.00
2031.602	COMBINATION FIELD LABORATORY-OFFICE	EACH	0.69	8,000.00	5,520.00
2104.501	REMOVE PIPE CULVERTS	LIN FT	92.00	7.00	644.00
2104.501	REMOVE CURB AND GUTTER	LIN FT	574.00	2.50	1,435.00
2104.503	REMOVE BITUMINOUS WALK	SQ FT	753.00	0.50	376.50
2104.503	REMOVE CONCRETE WALK	SQ FT	1,694.00	1.00	1,694.00
2104.503	REMOVE CONCRETE MEDIAN	SQ FT	863.00	1.50	1,294.50
2104.505	REMOVE BITUMINOUS PAVEMENT	SQ YD	7,997.00	2.30	18,393.10
2104.509	REMOVE SIGN TYPE C	EACH	8.00	25.00	200.00
2104.509	REMOVE SIGN TYPE SPECIAL	EACH	1.00	50.00	50.00
2104.513	SAWING BIT PAVEMENT (FULL DEPTH)	LIN FT	4,911.00	2.00	9,822.00
2104.523	SALVAGE SIGN TYPE C	EACH	5.00	90.00	450.00
2104.523	SALVAGE SIGN TYPE D	EACH	4.00	150.00	600.00
2104.523	SALVAGE SIGN TYPE SPECIAL	EACH	1.00	180.00	180.00
2106.607	EXCAVATION - COMMON	CU YD	4,781.00	4.00	19,124.00
2106.607	EXCAVATION - SUBGRADE	CU YD	3,911.00	5.00	19,555.00
2106.607	COMMON EMBANKMENT (CV)	CU YD	1,854.00	3.00	5,562.00
2106.607	SELECT GRANULAR EMBANKMENT (CV)	CU YD	4,287.00	10.00	42,870.00
2211.503	AGGREGATE BASE (CV) CLASS 5	CU YD	2,724.00	18.00	49,032.00
2221.503	AGGREGATE SHOULDERING (CV) CLASS I	CU YD	213.00	30.00	6,390.00
2232.501	MILL BITUMINOUS SURFACE (3.0")	SQ YD	260,673.00	1.00	260,673.00
2232.603	MILLED RUMBLE STRIPS-INTERMITTENT	LIN FT	55,988.00	0.15	8,398.20
2232.603	MILLED RUMBLE STRIPS-CENTERLINE	LIN FT	44,685.00	0.20	8,937.00
2301.602	DRILL & GROUT REINF BAR (EPOXY COATED)	EACH	34.00	16.00	544.00
2360.501	TYPE SP 12.5 WEARING COURSE MIX (3,B)	TON	44,624.00	60.00	2,677,440.00
2360.502	TYPE SP 12.5 NON WEAR COURSE MIX (3,B)	TON	3,011.00	62.00	186,682.00
2501.511	24" RC PIPE CULVERT CLASS III	LIN FT	391.00	45.00	17,595.00
2501.567	24" RC SAFETY APRON & GRATE DES 3128	EACH	8.00	500.00	4,000.00
2502.501	4" PRECAST CONCRETE HEADWALL	EACH	1.00	400.00	400.00
2521.501	6" CONCRETE WALK	SQ FT	3,960.00	5.00	19,800.00
2521.618	CONCRETE WALK	SQ FT	2,971.00	3.00	8,913.00
2531.501	CONCRETE CURB & GUTTER DESIGN B624	LIN FT	750.00	12.00	9,000.00
2531.603	CONCRETE CURB & GUTTER	LIN FT	436.00	20.00	8,720.00
2531.618	TRUNCATED DOMES	SQ FT	356.00	38.00	13,528.00

(P) = PLAN QUANTITY

ITEM NUMBER	S.P. 4304-90 WORK ITEM - MILL & OVERLAY	UNIT	QUANTITY	UNIT PRICE	COST (2)
2540.602	MAIL BOX SUPPORT	EACH	8.00	300.00	2,400.00
2545.511	LIGHTING UNIT TYPE SPECIAL	EACH	6.00	3,800.00	22,800.00
2545.515	LIGHT BASE DESIGN E MODIFIED	EACH	5.00	750.00	3,750.00
2545.523	2" NON-METALLIC COND (DIRECTIONAL BORE)	LIN FT	200.00	15.00	3,000.00
2545.531	UNDERGROUND WIRE 1 COND NO 2	LIN FT	1,200.00	3.00	3,600.00
2545.533	ARMORED CABLE 4 COND NO 4	LIN FT	1,030.00	9.00	9,270.00
2545.541	SERVICE CABINET SECONDARY TYPE B	EACH	3.00	700.00	2,100.00
2545.602	ELECTRICAL SERVICE	EACH	3.00	3,000.00	9,000.00
2545.602	SERVICE EQUIPMENT	EACH	3.00	500.00	1,500.00
2554.509	GUIDE POST TYPE B	EACH	6.00	50.00	300.00
2563.601	TRAFFIC CONTROL	LUMP SUM	0.69	60,000.00	41,400.00
2563.610	FLAG PERSON	HOUR	320.00	60.00	19,200.00
2563.610	PILOT CAR	HOUR	160.00	70.00	11,200.00
2564.531	SIGN PANELS TYPE C	SQ FT	50.00	30.00	1,500.00
2564.531	SIGN PANELS TYPE D	SQ FT	158.00	40.00	6,320.00
2564.552	HAZARD MARKER X4-2	EACH	3.00	100.00	300.00
2564.555	END OF ROADWAY MARKER X4-11	EACH	6.00	50.00	300.00
2564.537	INSTALL SIGN TYPE C	EACH	5.00	100.00	500.00
2564.537	INSTALL SIGN TYPE D	EACH	4.00	200.00	800.00
2564.537	INSTALL SIGN TYPE SPECIAL	EACH	1.00	150.00	150.00
2565.616	REVISE SIGNAL SYSTEM A	SYSTEM	1.00	20,000.00	20,000.00
2565.616	REVISE SIGNAL SYSTEM B	SYSTEM	1.00	20,000.00	20,000.00
2573.502	SILT FENCE, TYPE MACHINE SLICED	LIN FT	1,709.00	2.25	3,845.25
2573.602	CULVERT PROTECTION	EACH	12.00	250.00	3,000.00
2575.501	SEEDING	ACRE	2.10	200.00	420.00
2575.502	SEED MIXTURE 260	POUND	210.00	1.00	210.00
2575.511	MULCH MATERIAL TYPE 1	TON	4.20	200.00	840.00
2575.519	DISK ANCHORING	ACRE	2.10	150.00	315.00
2575.532	FERTILIZER TYPE 4	POUND	700.00	3.00	2,100.00
2575.570	RAPID STABILIZATION METHOD 2	ACRE	2.10	500.00	1,050.00
2575.602	SITE RESTORATION	EACH	10.00	500.00	5,000.00
2580.603	INTERIM PAVEMENT MARKING	LIN FT	25,800.00	0.10	2,580.00
2582.602	PAVT MSSG (LT ARROW) EPOXY (WR)	EACH	10.00	200.00	2,000.00
2582.602	PAVT MSSG (RT ARROW) EPOXY (WR)	EACH	12.00	200.00	2,400.00

(P) = PLAN QUANTITY

ITEM NUMBER	S.P. 4304-90 WORK ITEM - MILL & OVERLAY	UNIT	QUANTITY	UNIT PRICE	COST (2)
2582.602	PAVT MSSG (RR XING) EPOXY (WR)	EACH	2.00	1,000.00	2,000.00
2582.603	8" DOTTED LINE WHITE-PAINT (WR)	LIN FT	580.00	1.50	870.00
2582.603	4" SOLID LINE YELLOW-PAINT (WR)	LIN FT	19,048.00	0.60	11,428.80
2582.603	4" BROKEN LINE YELLOW-PAINT (WR)	LIN FT	8,776.00	1.00	8,776.00
2582.603	4" DOUBLE SOLID LINE YELLOW-PAINT (WR)	LIN FT	6,585.00	1.50	9,877.50
2582.603	24" SOLID LINE WHITE-EPOXY (WR)	LIN FT	78.00	8.00	624.00
2582.603	24" STOP LINE WHITE-EPOXY (WR)	LIN FT	336.00	8.00	2,688.00
2582.603	24" SOLID LINE YELLOW-EPOXY (WR)	LIN FT	173.00	6.00	1,038.00
2582.618	CROSSWALK MARKING-EPOXY (WR)	SQ FT	2,052.00	15.00	30,780.00
				TOTAL	\$3,748,054.85
	(2) 80% Federal			\$2,998,443.88	
	20% State			\$749,610.97	

Staffing Request Committee

10:00 am

Tuesday, April 9, 2013

AGENDA

- A) Discuss part-time PHN for Family Health Division of Public Health.

Recommendation: Hire part-time (20 hours per week) Public Health Nurse (grade 24) or Registered Nurse (grade 22) (if no PHN applies or is selected) for the Family Health division of Public Health.

- B) Discuss safety program for non-union.

No recommendation: Further discussion.

- C) Discuss structure and purpose of committee.

Recommendations:

- **Set 15-20 minute time limits for each department to present**
- **Human Resources will share agenda items with the members when received and if the members determine that discussion is not needed by the Committee, the request will be presented at the next Board meeting**

- D) Discuss early retirement incentives.

No recommendation: Further discussion.

- E) New employee introduction.

No recommendation: Further discussion.

- F) Discuss next steps for compensation/classification study.

No recommendation: Further discussion.

G) Discuss starting wage for new employees.

No recommendation: Confirmed commitment to not overstep current employee's salary when hiring new staff.

H) Discuss delivery systems for Court Services.

No recommendation: Further discussion.



WEST CENTRAL INDUSTRIES CONTRACTED WORK AGREEMENT

This agreement, entered into between West Central Industries (*hereinafter referred to as WCI*) and McLeod County Solid Waste Management (*hereinafter referred to as customer*), covering off-site work performed by West Central Industries' personnel at customer's work site. The services to be performed are described as follows: Furnish labor equal to six employees plus a supervisor at the rate of \$68.87 per hour. The work schedule follows McLeod County Solid Waste Management instructions. WCI agrees to provide supervised labor services as defined by the customer and with sufficient quality to satisfy customer's specifications (*specific conditions should be attached*).

Customer agrees to maintain a safe work place for WCI's employees, in full compliance with all OSHA and other applicable state and federal laws and regulations. Customer holds WCI harmless for any failure to comply with these requirements.

1. WCI will pay employees, provide for benefits coverage, and contribute all payroll taxes required, including Workers Compensation.

WCI agrees to carry general liability insurance for services rendered, but assumes only liability legally bound by statute or specifications.

The certificate of insurance should include a minimum of a 60 day written notice of intent to cancel, suspend or reduce coverage.

Customer agrees to pay for contracted services performed in accordance with the quotation and to make payment no later than 30 days following service delivery. Interest rate of 1.5% per month on past due accounts will apply and it is agreed to in endorsing this contract.

2. Customer agrees to pay all cost, including reasonable attorney's fees, incurred by WCI in seeking to collect any past due amounts by customer.
3. WCI agrees to defend, indemnify, and hold customer, its employees and officials harmless from any claims, demands, actions, or causes of action, including reasonable attorney's fees and expenses rising out of any act or omission on the part of the vendor, or its subcontractors, partners or independent contractors or any of their agents or employees in the performance of or with relation to any of the work or services to be performed or furnished by WCI or the subcontractors, partners, or independent contractors or any of their agents or employees under the agreement.

Contract begins 1/01/13 and runs for 1 year,
Date *Term*

ending 12/31/13. This contract may be cancelled by 30 days written notice by
Date either party.

West Central Industries, Inc.

Charles N. Oakes, Executive Director

McLeod County Authorized Agent

Date: _____

Date: _____

AMENDMENT to the West Central Industries Contracted Work Agreement

This amendment is by and between the McLeod County Solid Waste Management Department of Hutchinson, MN and West Central Industries of Willmar, MN .

Contract Amendment: The Contracted Work Agreement is amended, to reflect changes in the hourly rate effective May 1, 2013.

The 2nd sentence is amended to state:

The services to be performed are described as follows: Furnish labor equal to six employees plus a supervisor at the rate of \$70.86 per hour effective May 1, 2013. The work schedule follows McLeod County Solid Waste Management instructions.

Except as amended herein, the terms and conditions of the original Agreement remain in full force and in effect until December 31, 2013

West Central Industries:

By:  _____

West Central Industries Director

Date: 3/28/13 _____

McLeod County:

By: _____

Attest: _____

Chair, McLeod County Board of Commissioners

McLeod County Administrator

Date: _____

Approved as to form: _____

McLeod County Attorney

Date