

**McLEOD COUNTY
BOARD OF COMMISSIONERS
MEETING AGENDA
McLEOD COUNTY GOVERNMENT CENTER
MARTIN McLEOD BOARDROOM
520 CHANDLER AVENUE NORTH, GLENCOE, MN
MAY 2, 2023**

1 9:00 CALL TO ORDER

PLEDGE OF ALLEGIANCE

2 9:01 CONSIDERATION OF AGENDA ITEMS *

3 9:02 CONSENT AGENDA *

- A. April 18, 2023, County Board Meeting Minutes.
- B. April 24, 2023, County Board Special Meeting Minutes.
- C. April 14, 2023, Auditor's Warrants.
- D. April 21, 2023, Auditor's Warrants.
- E. April 18, 2023, Health and Human Services Warrants.
- F. April 25, 2023, Health and Human Services Warrants.
- G. Approve renewing the agreement with Kids, Inc. (Hutchinson, Minnesota) to provide child care consultation services for the period of May 1, 2023, through April 30, 2024. Services provided will be reimbursed at a rate of \$50.00 per hour with a one-hour minimum for each annual, monthly or additional requested on-site visit, which includes mileage, documentation, drive time, and on-site consultation staff time. An annual visit and monthly visits may include review of health, safety and sanitation policies, and on-site assessment and consultation.
- H. Approve renewing the agreement with King's Kids (Hutchinson, Minnesota) to provide child care consultation services for the period of May 1, 2023, through April 30, 2024. Services provided will be reimbursed at a rate of \$50.00 per hour with a one-hour minimum for each annual, monthly or additional requested on-site visit, which includes mileage, documentation, drive time, and on-site consultation staff time. An annual visit and monthly visits may include review of health, safety and sanitation policies, and on-site assessment and consultation.
- I. Approve renewing the agreement with Lester Prairie School District #424 to provide transportation for children in foster care placement for the period of July 1, 2023, through June 30, 2025, with funds from the Human Service Fund (11-430). Transportation services will be provided by the district for students who can be transported to school on an existing route and/or for students who have an individualized educational plan indicating the need for specialized transportation. The District and McLeod County agree to split the cost of transportation, including but not limited to staff time and third-party carriers as appropriate. Mileage reimbursement will be the current Internal Revenue Service rate.
- J. Approve renewing the Memorandum of Agreement with Minnesota State University, Mankato to provide educational experiences for undergraduate and/or graduate nursing and health care leadership students for another five-year term, from May 1, 2023, through April 30, 2028. McLeod County Health and Human Services currently has a memorandum of agreement (five-year term agreement) with Minnesota State University, Mankato that allows public health staff to provide educational experiences for undergraduate and/or graduate nursing and health care leadership students. There is no cost associated with this agreement and the County may opt out at any time.

- K. Approve Conditional Use Permit 23-03 requested by Darian Litzau, Litzau Excavating (Lester Prairie, Minnesota), for gravel mining on property owned by Orville and Lavonne Foust, for the purpose of stockpiling/grading and filling for a five-year time period. The haul route will be 175th Street to County Road 9. The reclamation will be a 4:1 side slope. There will be very limited to no new excavation. The remaining stockpile will be used and haul back fill from job sites for reclamation will be placed there. The Bergen Township Board recommended approval at its April 12, 2023, meeting. The Planning Commission recommended approval at its April 26, 2023, meeting with the following conditions: 1) The applicant shall submit a bond or letter of credit to McLeod County Environmental Services by May 30, 2023, in the amount of \$5,000.00; 2) Hours of operation are 6 a.m.-8 p.m., Monday through Friday. Saturdays shall be permitted as needed with a 24-hour notice to McLeod County Environmental Services. Saturday hours shall be 7 a.m.-1 p.m.; 3) Applicant shall meet all state NPDES requirements and apply for a DNR de-watering permit if needed; 4) Applicant shall restore pit area to a 4:1 back slope for natural purposes; 5) McLeod County Environmental Services shall inspect all restoration work completed and approve with letter acknowledging completion to release bond or letter of credit back to applicant; 6) Applicant shall follow all mining standards contained in Section 16 of the McLeod County Zoning Ordinance if not further restricted by this permit.
- L. Approve Conditional Use Permit 23-04 requested by Jason and Stephanie Geislinger for a 1-Lot Preliminary Plat for the purpose of a buildable lot. This 1.91-acres is located in the Northwest 1/4 of the Southeast 1/4 of Section 27, Hale Township. The Hale Township Board recommended approval at its April 13, 2023, regular meeting. The Planning Commission recommended approval at its April 26, 2023, meeting. The County Board of Commissioners approved the Sketch Plan on December 8, 2022.
- M. Approve Preliminary Plat 23-03 requested by Keith and Yvonne Heinrich for a 3-Lot Preliminary Plat to be located in the Northeast 1/4 Southwest 1/4 of Section 15, Acoma Township. The Acoma Township Board recommended approval at its April 13, 2023, meeting. The Planning Commission recommended approval at its April 26, 2023, meeting. The County Board of Commissioners approved the Sketch Plan on October 28, 2022. Zoning staff does not have concerns with this request.

4 9:03 PROCLAMATIONS

- A. Mental Health Month – Chair Paul Wright
- B. Children’s Mental Health Awareness Day – Chair Paul Wright

5 9:07 BUILDING MAINTENANCE – Spencer Bauer, Supervisor

- A. Consider approving a quote from Foster Mechanical (Hutchinson, Minnesota) to replace the variable air volume (VAV) controls at the McLeod County Courthouse at a cost of \$37,540.00, with funds from the County Buildings Major Repair budget (01-115). *

A second quote was received from UHL (Maple Grove, Minnesota) for a cost of \$41,245.00.

- B. Consider approving the purchase of a 2022 Ford Escape SEL from Apple Ford Lincoln (Apple Valley, Minnesota) at a cost of \$34,259.68, with funds from the Southwest Minnesota Adult Mental Health Consortium (SMAMHC). *

McLeod County Health and Human Services contracts with SMAMHC to supervise two employees. SMAMHC has \$35,000.00 available to provide McLeod County for the purchase of a vehicle for one of these employees.

A second quote was received from Fury Ford (Waconia, Minnesota) for a 2022 Ford Escape SE at a cost of \$33,162.25.

6 9:15 PUBLIC HEARING – Connie M. Kurtzweg, Auditor-Treasurer

- A. Open County Ditch 12A Public Hearing – Consider Engineer’s Historic Review Report – Continued.
- B. Consider approving the McLeod County Drainage Authority’s April 20, 2023, meeting minutes on the matter of County Ditch 12A.
- C. Consider approving agenda items for the continuation of the County Ditch 12A public hearing.
- D. Purpose of hearing.
- E. Review findings and order and consider approval.
- F. Receive the Engineer’s Repair Report Services Agreement.
- G. Public input.
- H. Other items of business as deemed necessary.
- I. Adjourn or recess public hearing.

7 9:35 AUDITOR-TREASURER – Connie M. Kurtzweg, Auditor-Treasurer

- A. Consider approving the purchase of an upgrade to the election reporting computer at a cost of \$1,958.00, with Help America Vote Act (HAVA) grant money from the Special Revenue Fund (25-085). *

In 2021, the Minnesota State Legislature authorized a \$3,000,000.00 distribution from the federal HAVA appropriation as grants to political subdivisions. McLeod County received \$28,177.78 during the first round of funding. In 2022, remaining funds not allocated during the first round of HAVA grant awards were allocated to participating counties. McLeod County was granted \$4,286.94 during the second round of HAVA. These grants must be used to “improve accessibility,” “implement security improvements for election systems,” and/or fund “other activities to improve the security of elections.”

I am requesting to update our election reporting computer to Windows 10 Enterprise. The upgrade would be performed by the County’s vendor, Election Systems & Software (Omaha, Nebraska), and is certified in Minnesota as version EVS 6.0.7.0. The upgrade will enhance the security of our election reporting computer, first by updating the version and also by adding additional authentication and security measures.

- B. Consider approving the media burn programming license through Election Systems & Software (Omaha, Nebraska) at a cost of \$4,475.00, with funds from the Elections budget (01-085). *

McLeod County has received a purchase proposal quote from Election Systems & Software, requested by Auditor-Treasurer Connie M. Kurtzweg, for a media burn programming license for the period of one year. This would be a new process to increase election security by eliminating shipping of the media used in election tabulators and thus reducing vulnerability and risk.

- C. Consider approving appointments to the Joint Drainage Authority Board of Joint Ditch 18 Sibley-McLeod (JD 18 SMC) Counties pursuant to Minnesota Statutes Section 103E.235. *

During the September 19, 2017, Board Meeting, appointments to the joint drainage authority systems were approved by the McLeod County Board. With the 2022 redistricting in Sibley County, the Commissioner districts were changed, creating the need to reestablish the joint drainage authority appointments.

During the April 19, 2023, JD 18 SMC Joint Drainage meeting, the appointment order was reestablished and approved by the JD 18 SMC Joint Board. The final steps needed for approval of the JD 18 SMC appointment order is for each county board to ratify the actions of the joint board. The appointments from McLeod County do not change and are District 2 Commissioner Doug Krueger and District 3 Commissioner Paul Wright.

8 9:50 ENVIRONMENTAL SERVICES – Marc Telecky, Director

- A. Consider approval to opt out of the current marketing contract with Green Machine dated May 25, 2022, to remove the Material Recycling Facility (MRF) sort line processing equipment listed in the contract at a net purchase option of \$200,000.00. *

The equipment removal will commence within three months of notification. Once a date is set for equipment removal, Green Machine would be wholly responsible for the removal of all equipment from site including trucking and freight prep. Green Machine is responsible for all site work repairs such as filling and securing pits, and terminating power.

- B. Consider approving a contract with the Mid-Minnesota Development Commission to complete the 10-year update for the McLeod County Solid Waste Plan, at a cost not to exceed \$30,800.00, with funds transferred from the Solid Waste Abatement Surcharge Fund (05-391). *

This contract will follow the checklist provided by the Minnesota Pollution Control Agency Resource Management and Assistance Division. Community Planner Ben Dolan would likely be the principle planner from the MMDC side, with support and assistance from Community Planner Kyle Ten Napel and Executive Director Eric Day.

9 9:58 PUBLIC WORKS – Andrew Engel, Director

- A. Consider approving a quote from Chosen Valley Testing (St. Cloud, Minnesota) for material testing at a cost of \$8,091.00, and a quote from Whitetail Land Surveying (Silver Lake, Minnesota) for staking at a cost of \$2,000.00, as part of the Glencoe Area Transportation Services Construction Project, with funds from the Designated for Capital Assets budget (25-807). *

Other bids were received from Braun Intertec (Minneapolis, Minnesota) for material testing at a cost of \$10,747.50, and from EG RUD & Sons (Hutchinson, Minnesota) for staking at a cost of \$3,620.00.

- B. Consider approving a quote from Crow River Construction (New London, Minnesota) to provide calcium chloride on 11.4 miles of County gravel roads at a cost of \$45,356.63, and a quote from Central MN Dust Control (Springfield, Minnesota) to provide magnesium chloride on 12.5 miles of County gravel roads at a cost of \$46,868.40, with funds from the Highway Construction budget (03-320). *

The County Board has directed Public Works to do a gravel stabilization (dust control) pilot project in 2023 to see the cost vs. benefits of stabilizing our gravel roads. Public Works will be applying three different stabilization materials (calcium chloride, magnesium chloride, and Base One) to a total of 25.5 miles of gravel County roads this season.

The Local Road Research Board has contracted with Michigan State University to study the effectiveness of gravel road stabilization. Public Works is Michigan State University on the study. McLeod County is going to do the stabilization, maintenance work and track costs as we always do, Michigan State University is going to perform testing on dust levels, road conditions, and gravel material analysis throughout the summer. Michigan State University will compile the test data and our maintenance and cost data, perform analysis, and produce a report on the findings. This study has no cost impact to the County yet will provide all of the analysis and testing for the pilot project.

A second quote was received from Kevin Loftness Excavating (Hector, Minnesota) to provide magnesium chloride at a cost of \$46,868.40, but the quote was rescinded due to the scale of the project. No other quotes were received to provide calcium chloride.

10 10:15 EMPLOYEE RELATIONS – Hannah Tjoflat, Director

- A. Consider approving a recommendation from the Personnel Committee to add two Veteran Van Driver positions to the van driver pool. *

Veteran Van Drivers are part-time, 67-shift employees who are scheduled on a needs basis to assist McLeod County Veterans. Veteran Services has seen an increase in requests in 2023, creating a need to add additional drivers.

11 COUNTY ADMINISTRATION

- Review of Commissioners’ calendars and meetings attended since April 4, 2023.
- A. Notification of Board Workshop following the Board Meeting on Tuesday, May 16, 2023, at the McLeod County Government Center, 520 Chandler Avenue North, Glencoe, Minnesota.

OTHER

[Open Forum](#)

[Press Relations](#)

RECESS

The next County Board meeting is at 9:00 a.m. on Tuesday, May 16, 2023, at the McLeod County Government Center, 520 Chandler Avenue North, Glencoe, Minnesota.

**McLEOD COUNTY
BOARD OF COMMISSIONERS
MEETING MINUTES
McLEOD COUNTY GOVERNMENT CENTER
MARTIN McLEOD BOARDROOM
520 CHANDLER AVENUE NORTH, GLENCOE, MN
APRIL 18, 2023**

1 CALL TO ORDER

The regular meeting of the McLeod County Board of Commissioners was called to order at 9:01 a.m. by Chair Wright at the McLeod County Government Center. Commissioners Krueger, Schmalz and Luthens were also present. Commissioner Nagel was absent. County Attorney Ryan Hansch, County Administrator Sheila Murphy and Administrative Assistant Stephen Wiblemo were also present.

PLEDGE OF ALLEGIANCE

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

EMPLOYEE RECOGNITION – Hannah Tjoflat, Employee Relations

Joanne Bolland, who retired after 27 years of service to McLeod County, was recognized.

2 CONSIDERATION OF AGENDA ITEMS

Murphy requested a correction to Item 7.A. The date for the License to Permit Large Assemblies application by the Church of The Holy Trinity (Winsted, Minnesota) for the 2023 Winstock Country Music Festival should be 12:00 p.m. Thursday, June 15, 2023, to 12:00 p.m. Sunday, June 18, 2023.

Schmalz moved, Luthens seconded and motion carried 4-0 to approve the agenda as revised.

3 CONSENT AGENDA

- A. April 4, 2023, County Board Meeting Minutes.
- B. April 7, 2023, Auditor's Warrants.
- C. April 4, 2023, Health and Human Services Warrants.
- D. Approve a three-day temporary, on-sale liquor license permit application for Winstock Country Music Festival for its event to be held June 15-17, 2023, at 230th Street, Winsted, Minnesota.
- E. Approve a gambling permit for Brownton Rod & Gun Club, Inc., to conduct a raffle on February 3, 2024, at 19151 108th Street, Brownton, Minnesota, according to Minnesota Statute 349.213. The application is acknowledged with no waiting period.
- F. Approve renewing the Precious Metal Dealer License for Security Coin and Pawn Shop, Inc. (Hutchinson, Minnesota) from April 18, 2023, through February 29, 2024.
- G. Approve renewing the annual service agreement with Safe Assure Consultants, Inc. (Willmar, Minnesota) for Occupational Safety and Health Administration and other Public Works safety-related training at a cost of \$6,632.03, with funds from the Highway Maintenance budget (03-310).
- H. Approve signing the Certification for General Obligation Bond Financed Property for the County State Aid Highway (CSAH) 5 Extension project. This project between CSAH 1 and 9 in Winsted was awarded a

\$750,000.00 Transportation Economic Development Infrastructure (TEDI) Program grant from the Minnesota Department of Employment and Economic Development (DEED). As part of the TEDI Program process, the right-of-way that CSAH 5 will be constructed on will become restricted property. The County, as recipients of the funds, must certify the restricted property (Road Right-of-Way) will not be sold, mortgaged, encumbered or otherwise disposed of without approval from the Commissioner of Minnesota Management and Budget through the useful life of the property (37.5 years). Construction of the CSAH 5 project will occur during the 2023 and 2024 construction seasons.

- I. Approve renewing the annual service agreement between McLeod County and Safe Assure Consultants (Willmar, Minnesota) for safety training, written procedures, and general services, at a cost of \$4,602.21, from the Safety budget (01-080). The price is an increase of \$380.00 from last year.
- J. Approve the Minnesota State Law Library/County Law Library Program Agreement – Tier 2 effective March 1, 2023, through February 29, 2024. This agreement coincides with the Tier 3 agreement recently approved by the Board on March 21, 2023.
- K. Approve a quote from CPS Technology Solutions (Hamel, Minnesota) for IBM I Software maintenance and support at a cost of \$5,782.32, with funds from the Information Technology budget (01-065). This provides required support for the IBM I system that runs various applications in the County for Finance, Vital Records, Social Welfare and more.
- L. Approve the McLeod County Management Representation letter for the audit of the 2021 Financial Statements with the Office of the State Auditor.

Krueger moved, Schmalz seconded and motion carried 4-0 to approve the consent agenda

4 MIDWEST MEDICAL EXAMINER'S OFFICE – ~~Dr. Quinn Piper, Medical Examiner~~ Shane Sheets, Director

- A. 2022 McLeod County Midwest Medical Examiner's Office Report.

Sheets, Director of the Midwest Medical Examiner's Office, presented the 2022 McLeod County Report and answered questions from the Commissioners, Administrator and County Attorney.

5 EMERGENCY MANAGEMENT – Kevin Mathews, Director

- A. McLeod County spring flooding update.

Mathews provided an update of spring flooding conditions and road closures due to flooding around McLeod County. He stated there had been approximately 16-20 road closures, and some were beginning to reopen. He stated that the Crow River and Buffalo Creek had both crested in the previous week and were beginning to recede. Those conditions may change depending on future weather.

Emergency Management was participating in twice-weekly calls with the state division of Homeland Security and Emergency Management.

Mathews reminded everyone to stay away from flood waters at all times.

6 AUDITOR-TREASURER – Connie Kurtzweg, Auditor-Treasurer

- A. Notification to the County Board per Minnesota Statutes, section 469.175 Subd. 2, of the City of Glencoe proposal for a new redevelopment district in the city and establishment of Tax Increment Financing District 3-20. The draft TIF Plan is included in the Board's packet.

The proposed plan notes that RDV Companies, Inc. is proposing to acquire and renovate the former bus garages located within the city and includes two parcels, as the existing principal structures on the parcels have been inspected and have been found to be substandard.

The City scheduled a public hearing on Monday, April 17, 2023, to receive public comment on the proposed TIF District. Comments or questions may be directed to the City of Glencoe Administrator, Mark Larson, at 320-864-5586.

Kurtzweg added that the TIF District was approved by the Glencoe City Council.

Krueger suggested that the Board should spend time during a future workshop learning more about TIF Districts and tax abatements.

7 ENVIRONMENTAL SERVICES – Marc Telecky, Director

- A. Consider approving a License to Permit Large Assemblies application by The Church of The Holy Trinity (Winsted, Minnesota) for the 2023 Winstock Country Music Festival.

The purpose of the festival is to raise funds to support Holy Trinity Schools in Winsted, Minnesota. The assembly begins at ~~12:00 p.m. on Friday, June 16, 2023, and ends at 12:00 p.m. on Monday, June 19, 2023~~ 12:00 p.m. on Thursday, June 15, 2023, and ends at 12:00 p.m. on Sunday, June 18, 2023. The maximum number of persons anticipated attending is 18,999 each day. The maximum number of tickets to be issued, sold or distributed is 18,999. The legal description is the Northwest Quarter of the Northeast Quarter of Section (15) in Township (117) North of Range (27) West in (Winsted Township).

Schmalz moved, Luthens seconded and motion carried 4-0 to approve a License to Permit Large Assemblies application by The Church of The Holy Trinity (Winsted, Minnesota) for the 2023 Winstock Country Music Festival.

- B. Consider approving an Independent Contractor Professional Service Agreement between McLeod County, through the McLeod Environmental Services Department, and Kendell Kubasch, d/b/a Kubasch Excavating, LLC for Subsurface Sewage Treatment Systems services from February 5, 2023, through December 31, 2023.
- C. Consider approving an Independent Contractor Professional Service Agreement between McLeod County, through the McLeod Environmental Services Department, and Duane Radtke, d/b/a Radtke Sewer Services, for 2023 Subsurface Sewage Treatment Systems services from February 5, 2023, through December 31, 2023.

Krueger moved, Schmalz seconded and motion carried 4-0 to approve Independent Contractor Professional Service Agreements between McLeod County, through the McLeod Environmental Services Department, and Duane Radtke, d/b/a Radtke Sewer Services, and Kendell Kubasch, d/b/a Kubasch Excavating, LLC, for 2023 Subsurface Sewage Treatment Systems services from February 5, 2023, through December 31, 2023.

8 PUBLIC WORKS – Andrew Engel, Director

- A. Consider approving the following contract bids for the Glencoe Area Transportation Services (GATS) construction project, at a total cost of \$79,596.92, with funds from the COVID County Relief budget (25-003) and the Designated for Capital Assets budget (25-807):
- a. Willmar Wood Products, \$7,350.00
 - b. Right Way Caulking, \$8,389.00
 - c. Commercial Door Systems, \$12,995.00
 - d. East Side Glass, \$19,730.00
 - e. Pro Maintenance, \$6,324.80
 - f. Construction Supply Inc., \$3,257.00
 - g. DB Products, \$21,551.12

The Board allocated up to \$1,000,000.00 of American Rescue Plan Act funds for this project on July 19, 2022.

Engel said that these were some of the remaining items that bids were either rejected for various reasons or did not receive bids back in February. If these bids were approved, the total cost for the GATS project to date would be \$1,352,805.92.

Krueger moved, Luthens seconded and motion carried 4-0 to approve the following contract bids for the Glencoe Area Transportation Services (GATS) construction project, at a total cost of \$79,596.92, with funds from the COVID County Relief budget (25-003) and the Designated for Capital Assets budget (25-807): (a) Willmar Wood Products, \$7,530.00; (b) Right Way Caulking, \$8,389.00; (c) Commercial Door Systems, \$12,995.00; (d) East Side Glass, \$19,730.00; (e) Pro Maintenance, \$6,324.80; (f) Construction Supply Inc., \$3,257.00; and (g) DB Products, \$21,551.12.

- B. Consider approving Roadway Drainage and Utility Easements from Charles R. Gutzmann and Leanne P. Gutzmann for State Aid Project (SAP) 043-605-016, the County State Aid Highway (CSAH) 5 Extension Project in the City of Winsted.

This easement will allow the construction of a bypass lane on CSAH 9 at the new CSAH 5 intersection.

Per the Cooperative Construction agreement with the City of Winsted, there is no cost to the County for these easements.

Schmalz moved, Luthens seconded and motion carried 4-0 to approve Roadway Drainage and Utility Easements from Charles R. Gutzmann and Leanne P. Gutzmann for State Aid Project (SAP) 043-605-016, the County State Aid Highway (CSAH) 5 Extension Project in the City of Winsted.

- C. Consider approving acquisition of permanent roadway and temporary easements for the County State Aid Highway (CSAH) 115/CSAH 25 (Airport Road/Jefferson Street) Roundabout Project, at a cost of \$49,150.00, with funds from the Highway Construction budget (03-320).

The easements include PID 234910030 owned by Presbyterian Homes (permanent easement: \$34,800.00; temporary easement: \$50.00; total easements: \$34,850.00), and PID 060510230 owned by J. & S. Lietz (temporary easement: \$4,300.00; damages: \$10,000.00; total: \$14,300.00).

Engel said these are the first two easements for the projects, and there are more remaining. These easements came in at appraised value.

Krueger moved, Luthens seconded and motion carried 4-0 to approve acquisition of permanent roadway and temporary easements for the County State Aid Highway (CSAH) 115/CSAH 25 (Airport Road/Jefferson Street) Roundabout Project, at a cost of \$49,150.00, with funds from the Highway Construction budget (03-320).

- D. Consider hiring SEH, Inc. (Hutchinson, Minnesota) to prepare plans for the Fairgrounds Drainage Improvement Project at a cost of \$21,600.00, with funds from the Designated for Capital Assets Funds (25-807).

The scope of work includes completing plans and specifications for the reclaiming and repaving of the inner ring road, and installation of gutter and additional storm sewer.

Engel said that the County did not seek bids from other firms because SEH has performed much of the Fairgrounds storm sewer and drainage work in the past, making them familiar with the Fairgrounds. He said the quote was also within the percentages for expected construction costs.

The purpose of the project is to correct drainage issues with the inner mall area around the outdoor pavilion. There are some catch basins that are too high, and some areas that don't drain well. The project will include reclaiming the inner ring road, redesigning cross slopes of the inner ring road so water will run to catch basins, and where that can't happen install new catch basins and run new storm sewer lines to lead water to storm sewer ponds. Engel said this project will be concurrent with construction of the new Fairgrounds pavilion this fall.

Krueger moved, Luthens seconded and motion carried 4-0 to approve hiring SEH, Inc. (Hutchinson, Minnesota) to prepare plans for the Fairgrounds Drainage Improvement Project at a cost of \$21,600.00, with funds from the Designated for Capital Assets Funds (25-807).

9 BUILDING MAINTENANCE – Spencer Bauer, Supervisor

- A. Consider awarding a lawn care contract to Neubarth Landscaping (Glencoe, Minnesota) for 2023-2024 for an estimated cost of \$11,070.00, with funds from the Courthouse Building, Government Center Building and Environmental Services Building budgets (01-111, 01-113 and 01-114).

Cost estimates are based on an average season of 25 mowings per property. The low bid of \$11,070.00 represents a \$545.00 increase from the previous two-year contract.

Additional proposals were received from Andy's Lawn and Snow, LLC (Lester Prairie, Minnesota) and from Honey-Do (Glencoe, Minnesota).

Wright moved, Luthens seconded and motion carried 4-0 to approve awarding a lawn care contract to Neubarth Landscaping (Glencoe, Minnesota) for 2023-2024 for an estimated cost of \$11,070.00, with funds from the Courthouse Building, Government Center Building and Environmental Services Building budgets (01-111, 01-113 and 01-114).

10 ATTORNEY'S OFFICE – Ryan Hansch, County Attorney

- A. Consider adopting Resolution 23-CB-34, consent to appointment of Aaron Jordan to be an Assistant McLeod County Attorney effective July 10, 2023.

**RESOLUTION 23-CB-34
CONSENT TO THE APPOINTMENT OF AARON JORDAN**

NOW, THEREFORE, BE IT RESOLVED, the McLeod County Board of Commissioners does hereby consent to the appointment of Aaron Jordan to the position of Assistant McLeod County Attorney, effective July 10, 2023. This consent is given pursuant to Minnesota Statute 388.10.

Schmalz moved, Krueger seconded and motion carried 4-0 to adopt Resolution 23-CB-34, consent to appointment of Aaron Jordan to be an Assistant McLeod County Attorney effective July 10, 2023.

11 COUNTY ADMINISTRATION

- A. Notification of a Joint Workshop with McLeod County and the City of Glencoe to discuss Jurisdictional Road Designations at 5:00 p.m. Monday, April 24, 2023, at the Glencoe City Center, 1107 11th Street East, Glencoe, Minnesota.
- B. Notification of an Environmental Services Workshop at 9:00 a.m. Thursday, April 27, 2023, at the McLeod County Environmental Services facility, 1065 Fifth Avenue Southeast, Hutchinson, Minnesota.
- C. Notification of Board Workshop following the Board Meeting on Tuesday, May 2, 2023, at the McLeod County Government Center, 520 Chandler Avenue North, Glencoe, Minnesota.

OTHER

Open Forum
Press Relations

RECESS

The next County Board meeting is at 9:00 a.m. on Tuesday, May 2, 2023, at the McLeod County Government Center, 520 Chandler Avenue North, Glencoe, Minnesota.

Luthens moved, Schmalz seconded and motion carried 4-0 to recess at 9:50 a.m. until the next County Board meeting at 9:00 a.m. on Tuesday, May 2, 2023, at the McLeod County Government Center, 520 Chandler Avenue North, Glencoe, Minnesota.

ATTEST:

Paul Wright, Board Chair

Sheila Murphy, County Administrator

**McLEOD COUNTY
BOARD OF COMMISSIONERS
SPECIAL MEETING MINUTES
McLEOD COUNTY GOVERNMENT CENTER
MARTIN McLEOD BOARDROOM
520 CHANDLER AVENUE NORTH, GLENCOE, MN
APRIL 24, 2023**

1 CALL TO ORDER

The special meeting of the McLeod County Board of Commissioners was called to order at 9:01 a.m. by Chair Wright at the McLeod County Government Center. Commissioners Krueger, Schmalz and Luthens were also present. Commissioner Nagel was absent. County Attorney Ryan Hansch, County Administrator Sheila Murphy and Administrative Assistant Stephen Wiblemo were also present.

PLEDGE OF ALLEGIANCE

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

2 CONSIDERATION OF AGENDA ITEMS

Krueger moved, Schmalz seconded and motion carried 4-0 to approve the agenda.

3 ADMINISTRATION – Sheila Murphy, Administrator

- A. Consider adopting Resolution 23-CB-35, Declaring a State of Emergency in McLeod County in response to public property damage caused by flooding.

Lori Cacka, Clerk for the City of Brownton, provided a brief update of flooding in Brownton.

Krueger moved, Schmalz seconded and motion carried 4-0 to adopt Resolution 23-CB-35, Declaring a State of Emergency in McLeod County in response to public property damage caused by flooding.

OTHER

Commissioners Schmalz and Krueger advised City and Township staff to document flood damage, especially with photos and/or video if possible. They also encouraged people to reach out to Kevin Mathews, McLeod County Emergency Management Director, with any questions regarding flood damage and the documenting process.

Open Forum

Press Relations

RECESS

The next County Board meeting is at 9:00 a.m. on Tuesday, May 2, 2023, at the McLeod County Government Center, 520 Chandler Avenue North, Glencoe, Minnesota.

Schmalz moved, Luthens seconded and motion carried 4-0 to recess at 9:20 a.m. until the next County Board meeting at 9:00 a.m. on Tuesday, May 2, 2023, at the McLeod County Government Center, 520 Chandler Avenue North, Glencoe, Minnesota.

ATTEST:

Paul Wright, Board Chair

Sheila Murphy, County Administrator

DRAFT

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



bpool
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Audit List for Board **AUDITOR'S VOUCHERS ENTRIES**

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3 - Vendor Number
4 - Vendor Name

Explode Dist. Formulas?: N

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

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



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1 GENERAL REVENUE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
0	DEPT			...			
3754	MCLEOD SIBLEY HEALTH INSURANCE 01-000-000-0000-2045		136,908.52	MAY MONTHLY PREMIUM 05/01/2023 05/31/2023	MAY 2023	Health Insurance Payable	N
	01-000-000-0000-2052		7,260.77	MAY MONTHLY PREMIUM 05/01/2023 05/31/2023	MAY 2023	Cobra Health Insurance Payable	N
3754	MCLEOD SIBLEY HEALTH INSURANCE		144,169.29	2 Transactions			
4388	METLIFE 01-000-000-0000-2049		664.26	HOSPITAL INDEMNITY 04/01/2023 04/30/2023	0200948	Life Insurance Payable	N
4388	METLIFE		664.26	1 Transactions			
4381	RELIANCE STANDARD 01-000-000-0000-2041		2,987.82	APRIL MONTHLY PREMIUM 04/01/2023 04/30/2023	158164	Short Term Disability Payable	N
	01-000-000-0000-2049		3,824.96	APRIL MONTHLY PREMIUM 04/01/2023 04/30/2023	158164	Life Insurance Payable	N
	01-000-000-0000-2050		2,050.19	APRIL MONTHLY PREMIUM 04/01/2023 04/30/2023	158164	Long Term Disability Payable	N
	01-000-000-0000-2053		21.40	APRIL MONTHLY PREMIUM 04/01/2023 04/30/2023	158164	Cobra Life Insurance Payable	N
4381	RELIANCE STANDARD		8,884.37	4 Transactions			
0	DEPT Total:		153,717.92	...	3 Vendors	7 Transactions	
3	DEPT			County Wide			
7644	FURTHER 01-003-000-0000-6350		269.85	APRIL ADMIN FEES 04/01/2023 04/30/2023	16468332	Other Services & Charges	N
7644	FURTHER		269.85	1 Transactions			
3	DEPT Total:		269.85	County Wide	1 Vendors	1 Transactions	
5	DEPT			Board of County Commissioners			
14	ASSOCIATION OF MINNESOTA COUNTIES 01-005-000-0000-6245		400.00	2023 LEADERSHIP SUMMIT-DL		Dues & Registration Fees	N

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14	ASSOCIATION OF MINNESOTA COUNTIES		400.00		1 Transactions		
6412	VERIZON WIRELESS 01-005-000-0000-6203		35.01	I PAD USE 04/03/2023 05/02/2023	583743452-00001	Communications	N
6412	VERIZON WIRELESS		35.01		1 Transactions		
5	DEPT Total:		435.01	Board of County Commissioners	2 Vendors	2 Transactions	
13	DEPT			Court Administrator			
2065	RAMSEY COUNTY SHERIFF - CIVIL PROCE: 01-013-000-0000-6206		90.00	SERVICE FEE'S 43-JV-23-42	202304078	CHIPS/Family Fee	N
2065	RAMSEY COUNTY SHERIFF - CIVIL PROCE:		90.00		1 Transactions		
1212	WASHINGTON COUNTY SHERIFFS OFFICE 01-013-000-0000-6206		160.00	SERVICE FEES 43-JV-23-42	23000639	CHIPS/Family Fee	N
1212	WASHINGTON COUNTY SHERIFFS OFFICE		160.00		1 Transactions		
13	DEPT Total:		250.00	Court Administrator	2 Vendors	2 Transactions	
31	DEPT			County Administrator			
14	ASSOCIATION OF MINNESOTA COUNTIES 01-031-000-0000-6245		400.00	2023 LEADERSHIP SUMMIT-HT		Dues & Registration Fees	N
	01-031-000-0000-6245		400.00	2023 LEADERSHIP SUMMIT-SM		Dues & Registration Fees	N
14	ASSOCIATION OF MINNESOTA COUNTIES		800.00		2 Transactions		
319	CORTRUST BANK 01-031-000-0000-6403		261.92	CHECKS		Printed Paper Supplies	N
319	CORTRUST BANK		261.92		1 Transactions		
6412	VERIZON WIRELESS 01-031-000-0000-6203		41.11	CELL PHONE USE 04/03/2023 05/02/2023	583743452-00001	Communications	N
6412	VERIZON WIRELESS		41.11		1 Transactions		
31	DEPT Total:		1,103.03	County Administrator	3 Vendors	4 Transactions	
41	DEPT			County Auditor-Treasurer			

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3839	GIRARDS BUSINESS SOLUTIONS INC 01-041-000-0000-6350		49.99	ROLLER REPLACEMENT	94611	Other Services & Charges	N
3839	GIRARDS BUSINESS SOLUTIONS INC		49.99	1 Transactions			
41	DEPT Total:		49.99	County Auditor-Treasurer	1 Vendors	1 Transactions	
65	DEPT			Information Technology			
4181	ALLSTREAM 01-065-000-0000-6269		1,595.00	MITEL PROGRAMING	120408591	Contracts	N
4181	ALLSTREAM		1,595.00	1 Transactions			
7490	MY CABLE MART LLC 01-065-000-0000-6404		113.88	HDMI SPLITTER	1014522	Computer Supplies	N
	01-065-000-0000-6404		586.52	MISC CABLES	1014532	Computer Supplies	N
7490	MY CABLE MART LLC		700.40	2 Transactions			
5	RT VISION INC 01-065-000-0000-6269		175.00	RECOVER DATA FROM ETIME	INV319	Contracts	N
5	RT VISION INC		175.00	1 Transactions			
401	SYNTAX INC 01-065-000-0000-6269		705.00	PROFESSIONAL SERVICES	20128	Contracts	N
	01-065-000-0000-6269		940.00	PROFESSIONAL SERVICES	20174	Contracts	N
401	SYNTAX INC		1,645.00	2 Transactions			
65	DEPT Total:		4,115.40	Information Technology	4 Vendors	6 Transactions	
76	DEPT			Central Services - County Wide			
46	AKO ELECTRIC INC 01-076-000-0000-6303		433.78	ADDED OUTLET TO MAINTENANCE	6386	Repair & Maintenance Services	N
46	AKO ELECTRIC INC		433.78	1 Transactions			
2682	BAUER & CO 01-076-000-0000-6303		1,400.00	BATHROOM REMODEL	NA	Repair & Maintenance Services	Y
2682	BAUER & CO		1,400.00	1 Transactions			
1857	METRO SALES INC 01-076-000-0000-6321		441.44	COPIER MAINT MPC4504-EXT	INV2262526	Maintenance Agreements	N

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<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>	
	01-076-000-0000-6321		101.90	COPIER MAINT MPC5503-JAIL	INV2263970	Maintenance Agreements	N
	01-076-000-0000-6321		426.57	COPIER MAINT MPC4504EX-ADMIN	INV2264672	Maintenance Agreements	N
1857	METRO SALES INC		969.91	3 Transactions			
1990	SHRED-N-GO INC						
	01-076-000-0000-6350		255.80	SHREDDING	149311	Other Services & Charges	N
				04/04/2023 04/04/2023			
1990	SHRED-N-GO INC		255.80	1 Transactions			
76	DEPT Total:		3,059.49	Central Services - County Wide	4 Vendors	6 Transactions	
85	DEPT			Elections			
46486	MINNESOTA HUMAN SERVICES						
	01-085-000-0000-6407		258.48	VOTER REGISTRATION CARDS X642	A300IC432421	State Voter Registration Cards	N
46486	MINNESOTA HUMAN SERVICES		258.48	1 Transactions			
85	DEPT Total:		258.48	Elections	1 Vendors	1 Transactions	
91	DEPT			County Attorney			
70	RENVILLE COUNTY SHERIFF						
	01-091-000-0000-6350		75.00	SERVICE OF SUBPOENA	3830	Other Services & Charges	N
70	RENVILLE COUNTY SHERIFF		75.00	1 Transactions			
60963	SEVEN COUNTY PROCESS SERVERS LLC						
	01-091-000-0000-6350		75.00	SERVICE OF SUBPOENA	20230288	Other Services & Charges	Y
	01-091-000-0000-6350		75.00	SERVICE OF SUBPOENA	20230294	Other Services & Charges	Y
60963	SEVEN COUNTY PROCESS SERVERS LLC		150.00	2 Transactions			
91	DEPT Total:		225.00	County Attorney	2 Vendors	3 Transactions	
111	DEPT			Courthouse Building			
46	AKO ELECTRIC INC						
	01-111-000-0000-6303		217.50	LED IN JAIL/BALLAST IN ATT. OF	6374	Repair & Maintenance Services	N
46	AKO ELECTRIC INC		217.50	1 Transactions			
539	CENTERPOINT ENERGY INC						
	01-111-000-0000-6255		4,221.77	GAS COURTHOUSE	11826773-1	Natural Gas	N
				02/02/2023 04/03/2023			

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No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
539	CENTERPOINT ENERGY INC		4,221.77				
				1 Transactions			
5967	GLENCOE FLEET SUPPLY INC						
	01-111-000-0000-6425		51.98	PAINT SUPPLES- COURTHOUSE	065522	Repair & Maintenance Supplies	N
	01-111-000-0000-6425		180.97	NEW FANS FOR BOILER ROOM	065560	Repair & Maintenance Supplies	N
	01-111-000-0000-6425		29.05	DRILL BITS/SPRAY FOAM	065780	Repair & Maintenance Supplies	N
5967	GLENCOE FLEET SUPPLY INC		262.00				
				3 Transactions			
111	DEPT Total:		4,701.27	Courthouse Building			
					3 Vendors	5 Transactions	
113	DEPT			Government Center Building			
46	AKO ELECTRIC INC						
	01-113-000-0000-6303		545.06	CLEAN UP WORK FROM REMODEL	6365	Repair & Maintenance Services	N
46	AKO ELECTRIC INC		545.06				
				1 Transactions			
10326	AMAZON						
	01-113-000-0000-6415		57.98	NEW DUST MOP-TOWELS	199V-1Y6G-1NCV	Cleaning Supplies	N
10326	AMAZON		57.98				
				1 Transactions			
5967	GLENCOE FLEET SUPPLY INC						
	01-113-000-0000-6402		14.99	AA BATTERIES FOR STOCK	065507	Office Supplies	N
	01-113-000-0000-6425		19.33	GLOVES FOR CLEANING TRASH UP	065511	Repair & Maintenance Supplies	N
	01-113-000-0000-6415		34.43	SWIFFER DUST/WASHER FLUID	065560	Cleaning Supplies	N
	01-113-000-0000-6425		14.48	ZIP TIES	065575	Repair & Maintenance Supplies	N
5967	GLENCOE FLEET SUPPLY INC		83.23				
				4 Transactions			
869	HILLYARD HUTCHINSON						
	01-113-000-0000-6415		105.21	LINERS	605024724	Cleaning Supplies	N
	01-113-000-0000-6415		145.92	TOILET BOWL CLEANER	605083101	Cleaning Supplies	N
869	HILLYARD HUTCHINSON		251.13				
				2 Transactions			
6412	VERIZON WIRELESS						
	01-113-000-0000-6203		41.11	CELL PHONE USE	583743452-00001	Communications	N
				04/03/2023	05/02/2023		
6412	VERIZON WIRELESS		41.11				
				1 Transactions			
4147	WEST CENTRAL SANITATION INC						
	01-113-000-0000-6257		309.67	GARBAGE REMOVAL	12737486	Sewer, Water & Garbage Removal	N
				05/01/2023	05/31/2023		

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4147	WEST CENTRAL SANITATION INC		309.67		1 Transactions		
113	DEPT Total:		1,288.18	Government Center Building	6 Vendors	10 Transactions	
114	DEPT			Environmental Services Building			
5245	DANIEL DALE JOHNSON						
	01-114-000-0000-6303		1,155.00	PAINTING/FIXING WALLS ZONING	74	Repair & Maintenance Services	Y
	01-114-000-0000-6303		2,997.50	PAINTING-CONFERENCE/HALLWAYS	75	Repair & Maintenance Services	Y
5245	DANIEL DALE JOHNSON		4,152.50		2 Transactions		
32875	HUTCHINSON UTILITIES COMMISSION						
	01-114-000-0000-6253		2,948.36	ELECTRIC ES 03/01/2023 04/04/2023	ACCT#00410076	Electricity	N
	01-114-000-0000-6255		4,765.37	GAS ES 03/01/2023 04/04/2023	ACCT#00410076	Natural Gas	N
32875	HUTCHINSON UTILITIES COMMISSION		7,713.73		2 Transactions		
114	DEPT Total:		11,866.23	Environmental Services Building	2 Vendors	4 Transactions	
117	DEPT			Fairgrounds			
134	CITY OF HUTCHINSON						
	01-117-000-0000-6257		705.72	WATER/SEWER- COMM BLDG	13008600400	Sewer, Water & Garbage Removal	N
	01-117-000-0000-6257		199.25	WATER/SEWER- AG BLDG	13008601200	Sewer, Water & Garbage Removal	N
	01-117-000-0000-6257		61.88	WATER/SEWER- 4H BLDG	13008602000	Sewer, Water & Garbage Removal	N
134	CITY OF HUTCHINSON		966.85		3 Transactions		
32875	HUTCHINSON UTILITIES COMMISSION						
	01-117-000-0000-6255		132.18	GS- 860 CENTURY	1002164	Natural Gas	N
	01-117-000-0000-6253		23.31	ELECTRIC- 898 CENTURY	436962	Electricity	N
	01-117-000-0000-6253		587.48	ELECTRIC- GRANDSTAND	436972	Electricity	N
	01-117-000-0000-6253		944.97	ELECTRIC- ADMIN BLDG	436973	Electricity	N
	01-117-000-0000-6253		398.60	ELECTRIC- AG BLDG	436974	Electricity	N
	01-117-000-0000-6255		1,860.29	GAS- AG BLDG	436974	Natural Gas	N
	01-117-000-0000-6253		200.98	ELECTRIC- FAIRG	436975	Electricity	N
	01-117-000-0000-6253		50.36	ELECTRIC- MAINT BLDG	436976	Electricity	N
	01-117-000-0000-6255		184.98	GAS- MAINT BLDG	436976	Natural Gas	N
	01-117-000-0000-6255		3,375.04	GAS- FAIRG	436978	Natural Gas	N
	01-117-000-0000-6253		66.96	ELECTRIC- 820 CENTURY	436979	Electricity	N

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		01-117-000-0000-6253			61.24	ELECTRIC- 768 CENTURY		436981		Electricity		N
		01-117-000-0000-6253			45.62	ELECTRIC- 816 CENTURY		437020		Electricity		N
32875	HUTCHINSON UTILITIES COMMISSION				7,932.01		13 Transactions					
5771	NUVERA											
		01-117-000-0000-6203			294.09	AG BLDG- BACKUP		163533		Communications		N
5771	NUVERA				294.09		1 Transactions					
743	PLUNKETTS PEST CONTROL INC											
		01-117-000-0000-6350			325.50	PEST CONTROL		7965091		Other Services & Charges		N
743	PLUNKETTS PEST CONTROL INC				325.50		1 Transactions					
117	DEPT Total:				9,518.45	Fairgrounds		4 Vendors			18 Transactions	
143	DEPT					License Bureau						
	205	MARCO TECHNOLOGIES LLC										
		01-143-000-0000-6321			48.70	APRIL 2023 PRINTER CONTRACT		INV11060759		Maintenance Agreements		N
205	MARCO TECHNOLOGIES LLC				48.70		1 Transactions					
143	DEPT Total:				48.70	License Bureau		1 Vendors			1 Transactions	
201	DEPT					County Sheriff's Office						
	46	AKO ELECTRIC INC										
		01-201-000-0000-6303			865.32	RETRO FIT LED LIGHTS IN GARAGE		6387		Repair & Maintenance Services		N
46	AKO ELECTRIC INC				865.32		1 Transactions					
6057	CARS ON PATROL SHOP LLC											
		01-201-000-0000-6327			52.99	O/C #175		24116		General Auto Maintenance		Y
		01-201-000-0000-6327			240.00	CAMERA/LIGHTBAR REPAIR #175		24117		General Auto Maintenance		Y
		01-201-000-0000-6327			52.99	O/C #187		24161		General Auto Maintenance		Y
		01-201-000-0000-6327			172.99	O/C, MOUNT/BALANCE TIRES #181		24202		General Auto Maintenance		Y
		01-201-000-0000-6327			527.95	BATTERY, BULLET RECONFIG #176		24236		General Auto Maintenance		Y
		01-201-000-0000-6327			68.95	REPLACE ANTENNA #179		24237		General Auto Maintenance		Y
		01-201-000-0000-6327			60.00	RADIO REPAIR #171		24252		General Auto Maintenance		Y
		01-201-000-0000-6327			243.78	FILTER, BLOWER MTR ASSEM #181		24259		General Auto Maintenance		Y
6057	CARS ON PATROL SHOP LLC				1,419.65		8 Transactions					
539	CENTERPOINT ENERGY INC											

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539	CENTERPOINT ENERGY INC	01-201-000-0000-6255			137.66	GAS STORAGE 3/2/23-4/3/23		5987117-8		Natural Gas		N
					137.66		1 Transactions					
4724	COUNTY OF ANOKA	01-201-000-0000-6369			22,364.50	2ND QTR 2023 MEDICAL EXAMINER		M23033006		Medical Examiner		N
					22,364.50		1 Transactions					
192	CROW RIVER GLASS & SIGNS	01-201-000-0000-6327			877.52	WINDSHIELD #181		62443		General Auto Maintenance		N
					877.52		1 Transactions					
1457	PRO AUTO & TRANSMISSION REPAIR INC	01-201-000-0000-6327			75.88	O/C, ROTATE TIRES #193		3089873		General Auto Maintenance		N
					75.88		1 Transactions					
900	STREICHERS INC	01-201-000-0000-6350			109.98	RADIO CASE		11625450		Other Services & Charges		N
					109.98		1 Transactions					
2579	TRANS UNION LLC	01-201-000-0000-6265			35.58	CREDIT REPORT-SS, DM		03305498		Professional Services		N
					35.58		1 Transactions					
6527	WINSTED LAUNDRY & CARWASH	01-201-000-0000-6327			72.00	CAR WASHES (8) MAR		481		General Auto Maintenance		N
					72.00		1 Transactions					
201	DEPT Total:				25,682.77	County Sheriff's Office			9 Vendors		16 Transactions	
251	DEPT					County Jail						
38530	LANGUAGE LINE SERVICES	01-251-000-0000-6270			133.34	OVER THE PHONE SPANISH		10972308		Professional Services for Inmates		N
					133.34		1 Transactions					
1470	THRIFTY WHITE PHARMACY	01-251-000-0000-6268			482.06	JAIL STOCK MEDS - MARCH 23		310947		Medical Aid to Prisoners		N
					482.06		1 Transactions					

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251	DEPT Total:				615.40	County Jail			2 Vendors		2 Transactions	
255	DEPT					County Court Services						
6412	VERIZON WIRELESS	01-255-000-0000-6203			41.11	CELL PHONE USE	04/03/2023 05/02/2023	583743452-00001		Communications		N
	6412	VERIZON WIRELESS			41.11		1 Transactions					
255	DEPT Total:				41.11	County Court Services			1 Vendors		1 Transactions	
485	DEPT					County Public Health Nursing						
52052	GOLDEN TONGUE CONSULTANTS INC	01-485-000-0000-6265			86.00	INTERPRETATION	04/08/2023 04/08/2023	112182		Professional Services		N
	52052	GOLDEN TONGUE CONSULTANTS INC			86.00		1 Transactions					
38530	LANGUAGE LINE SERVICES	01-485-000-0000-6265			68.60	PHONE INTERPRETATION	03/01/2023 03/31/2023	10970859		Professional Services		N
	38530	LANGUAGE LINE SERVICES			68.60		1 Transactions					
8531	NUTRITIONAL WEIGHT & WELLNESS	01-485-000-0000-6364			450.00	FIVE STEPS METABOLISM CLASS		6039		County Employee Wellness Committee		N
	8531	NUTRITIONAL WEIGHT & WELLNESS			450.00		1 Transactions					
295	STATE OF MN TREASURER	01-485-000-0000-6359			1,786.05	Q1 2023 MN CARE TAXES				Miscellaneous Charges		N
	295	STATE OF MN TREASURER			1,786.05		1 Transactions					
6412	VERIZON WIRELESS	01-485-000-0000-6203			163.74	PH APRIL VERIZON	04/03/2023 05/02/2023	583731374-00001		Communications		N
		01-485-000-0000-6203			906.11	CELL PHONE USE	04/03/2023 05/02/2023	583743452-00001		Communications		N
	6412	VERIZON WIRELESS			1,069.85		2 Transactions					
485	DEPT Total:				3,460.50	County Public Health Nursing			5 Vendors		6 Transactions	

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No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
520	DEPT		County Parks			
213	MCLEOD COOP POWER ASSN					
	01-520-000-0000-6253		274.43	140900 - POWER #5A LM	MARCH	Electricity N
	01-520-000-0000-6253		50.74	205200 - PARK #1 -B LAKE CREEK	MARCH	Electricity N
	01-520-000-0000-6253		78.56	416900 - HOUSE PP	MARCH	Electricity N
	01-520-000-0000-6253		45.72	424600 - PARK #4 STAHL	MARCH	Electricity N
	01-520-000-0000-6253		49.47	483200 - PARK #3 W MAY PARK	MARCH	Electricity N
	01-520-000-0000-6253		43.50	518000 - PARK #2 SWAN LAKE	MARCH	Electricity N
	01-520-000-0000-6253		64.07	572300 - CAMPGROUND PP	MARCH	Electricity N
213	MCLEOD COOP POWER ASSN		606.49	7 Transactions		
6412	VERIZON WIRELESS					
	01-520-000-0000-6203		35.05	PARKS LM SHOP 04/03/2023	583743452-00001	Communications N
	01-520-000-0000-6203		105.05	LM SHOPQ	983744852-00001	Communications N
6412	VERIZON WIRELESS		140.10	2 Transactions		
520	DEPT Total:		746.59	County Parks	2 Vendors	9 Transactions
603	DEPT			County Extension		
576	FINKEN WATER CENTERS					
	01-603-000-0000-6321		18.50	WATER	1362863	Maintenance Agreements N
576	FINKEN WATER CENTERS		18.50	1 Transactions		
603	DEPT Total:		18.50	County Extension	1 Vendors	1 Transactions
1	Fund Total:		221,471.87	GENERAL REVENUE FUND		106 Transactions

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3 ROAD & BRIDGE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
0	DEPT			...			
3754	MCLEOD SIBLEY HEALTH INSURANCE 03-000-000-0000-2045		13,668.23	MAY MONTHLY PREMIUM 05/01/2023 05/31/2023	MAY 2023	Health Insurance Payable	N
3754	MCLEOD SIBLEY HEALTH INSURANCE		13,668.23	1 Transactions			
4381	RELIANCE STANDARD 03-000-000-0000-2041		152.82	APRIL MONTHLY PREMIUM 04/01/2023 04/30/2023	158164	Short Term Disability Payable	N
	03-000-000-0000-2049		286.62	APRIL MONTHLY PREMIUM 04/01/2023 04/30/2023	158164	Life Insurance Payable	N
	03-000-000-0000-2050		226.12	APRIL MONTHLY PREMIUM 04/01/2023 04/30/2023	158164	Long Term Disability Payable	N
4381	RELIANCE STANDARD		665.56	3 Transactions			
0	DEPT Total:		14,333.79	...	2 Vendors	4 Transactions	
310	DEPT			Highway Maintenance			
32	CITY OF BROWNTON 03-310-000-0000-6303		3,900.00	SNOWPLOWING CONTRACT JAN-APRIL 04/01/2023 04/30/2023	040623	Repair & Maintenance Services	N
32	CITY OF BROWNTON		3,900.00	1 Transactions			
2715	COMPASS MINERALS AMERICA INC 03-310-000-0000-6505	AP 4	3,806.10	SALT- BROWNTON	1098138	Winter Salt	N
	03-310-000-0000-6505		2,440.97	SALT - SLATS	1121119	Winter Salt	N
2715	COMPASS MINERALS AMERICA INC		6,247.07	2 Transactions			
253	LIGHT & POWER COMMISSION 03-310-000-0000-6503		26.08	TRAFFIC LIGHT 4	14-459100-00	Traffic Signs & Post	N
	03-310-000-0000-6503		31.51	TRAFFIC LIGHT 15	14-606200-00	Traffic Signs & Post	N
253	LIGHT & POWER COMMISSION		57.59	2 Transactions			
213	MCLEOD COOP POWER ASSN 03-310-000-0000-6503		77.42	861100 - TRAFFIC LIGHT 1	MARCH	Traffic Signs & Post	N
	03-310-000-0000-6503		40.74	903000 - TRAFFIC LIGHT 115	MARCH	Traffic Signs & Post	N
	03-310-000-0000-6503		46.18	903100 - TRAFFIC LIGHT 18	MARCH	Traffic Signs & Post	N
	03-310-000-0000-6503		42.15	906900 - TRAFFIC LIGHT 13	MARCH	Traffic Signs & Post	N
	03-310-000-0000-6503		49.73	907100 - TRAFFIC LIGHT 2	MARCH	Traffic Signs & Post	N
	03-310-000-0000-6503		48.31	907200 - TRAFFIC LIGHT 25	MARCH	Traffic Signs & Post	N

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Vendor No.	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
<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>	
	03-310-000-0000-6503		45.70	907300 - TRAFFIC LIGHT 115	MARCH	Traffic Signs & Post	N
	03-310-000-0000-6503		43.10	907400 - TRAFFIC LIGHT 7	MARCH	Traffic Signs & Post	N
	03-310-000-0000-6503		42.03	907500 - TRAFFIC LIGHT 2	MARCH	Traffic Signs & Post	N
	03-310-000-0000-6503		48.43	907600 - TRAFFIC LIGHT 115	MARCH	Traffic Signs & Post	N
	03-310-000-0000-6503		42.03	907700 - TRAFFIC LIGHT 115	MARCH	Traffic Signs & Post	N
	03-310-000-0000-6503		47.83	907800 - TRAFFIC LIGHT 25	MARCH	Traffic Signs & Post	N
	03-310-000-0000-6503		48.31	907900 - TRAFFIC LIGHT 4	MARCH	Traffic Signs & Post	N
	03-310-000-0000-6503		45.58	908701 - TRAFFIC LIGHT 11	MARCH	Traffic Signs & Post	N
	03-310-000-0000-6503		48.54	908000 - TRAFFIC LIGHT 12	MARCH	Traffic Signs & Post	N
	03-310-000-0000-6503		47.95	908100 - TRAFFIC LIGHT 115	MARCH	Traffic Signs & Post	N
	03-310-000-0000-6503		45.82	908200 - TRAFFIC LIGHT 2	MARCH	Traffic Signs & Post	N
	03-310-000-0000-6503		42.03	908300 - TRAFFIC LIGHT 5	MARCH	Traffic Signs & Post	N
	03-310-000-0000-6503		49.49	908400 - TRAFFIC LIGHT 4	MARCH	Traffic Signs & Post	N
	03-310-000-0000-6503		47.95	908500 - TRAFFIC LIGHT 7	MARCH	Traffic Signs & Post	N
	03-310-000-0000-6503		45.58	917600 - TRAFFIC LIGHT 32	MARCH	Traffic Signs & Post	N
	03-310-000-0000-6503		45.58	917700 - TRAFFIC LIGHT 3	MARCH	Traffic Signs & Post	N
	03-310-000-0000-6503		47.00	931300 - TRAFFIC LIGHT 2	MARCH	Traffic Signs & Post	N
213	MCLEOD COOP POWER ASSN		1,087.48	23 Transactions			
465	XCEL ENERGY						
	03-310-000-0000-6503		27.96	TRAFFIC LIGHT 1	51-0011130880-3	Traffic Signs & Post	N
	03-310-000-0000-6503		27.18	TRAFFIC LIGHT 15	51-0013755276-7	Traffic Signs & Post	N
	03-310-000-0000-6503		14.86	TRAFFIC LIGHT 9	51-0276939-7	Traffic Signs & Post	N
	03-310-000-0000-6503		14.14	TRAFFIC LIGHT 1	51-0276939-7	Traffic Signs & Post	N
	03-310-000-0000-6503		13.03	TRAFFIC LIGHT 1	51-0276939-7	Traffic Signs & Post	N
	03-310-000-0000-6503		10.00	TRAFFIC LIGHT 1	51-0276939-7	Traffic Signs & Post	N
	03-310-000-0000-6503		63.02	TRAFFIC LIGHT 9	51-9068278-5	Traffic Signs & Post	N
	03-310-000-0000-6503		71.25	TRAFFIC LIGHT 1	51-9068278-5	Traffic Signs & Post	N
465	XCEL ENERGY		241.44	8 Transactions			
310	DEPT Total:		11,533.58	Highway Maintenance	5 Vendors	36 Transactions	
320	DEPT			Highway Construction			
5127	EVERGREEN LAND SERVICES						
	03-320-000-0000-6265		720.00	ROW SERVICES- 43-070-023	00-12571	Professional Services	N
5127	EVERGREEN LAND SERVICES		720.00	1 Transactions			
211	WEST CENTRAL INDUSTRIES INC						
	03-320-000-0000-6501		779.00	ENGINEERING SUPPLIES- LATH	8893	Engineering & Surveying Supplies	N

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Vendor No.	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
211	WEST CENTRAL INDUSTRIES INC		779.00		1 Transactions		
320	DEPT Total:		1,499.00	Highway Construction	2 Vendors	2 Transactions	
340	DEPT			Highway Equipment Maintenance			
134	CITY OF HUTCHINSON						
	03-340-000-0000-6425		12.00	SHOP SUPPLIES	46259	Repair & Maintenance Supplies	N
	03-340-000-0000-6425		138.45	SHOP SUPPLIES	46259	Repair & Maintenance Supplies	N
	03-340-000-0000-6425		18.24	SHOP SUPPLIES	46259	Repair & Maintenance Supplies	N
	03-340-000-0000-6425		59.87	SHOP SUPPLIES	46259	Repair & Maintenance Supplies	N
	03-340-000-0000-6425		8.61	SHOP SUPPLIES	46259	Repair & Maintenance Supplies	N
	03-340-000-0000-6425		43.53	SHOP SUPPLIES	46259	Repair & Maintenance Supplies	N
	03-340-000-0000-6425		11.03	SHOP SUPPLIES	46259	Repair & Maintenance Supplies	N
	03-340-000-0000-6425		13.94	SHOP SUPPLIES	46259	Repair & Maintenance Supplies	N
	03-340-000-0000-6425		152.55	SHOP SUPPLIES	46259	Repair & Maintenance Supplies	N
	03-340-000-0000-6425		44.02	SHOP SUPPLIES	46259	Repair & Maintenance Supplies	N
	03-340-000-0000-6425		30.07	SHOP SUPPLIES	46259	Repair & Maintenance Supplies	N
	03-340-000-0000-6425		13.96	SHOP SUPPLIES	46259	Repair & Maintenance Supplies	N
	03-340-000-0000-6425		3.22	SHOP SUPPLIES	46259	Repair & Maintenance Supplies	N
	03-340-000-0000-6590		43.56	SHOP SUPPLIES- BROWNTON	46259	Tools & Shop Materials	N
	03-340-000-0000-6590		17.18	SHOP SUPPLIES- SLATS	46259	Tools & Shop Materials	N
	03-340-000-0000-6590		11.36	SHOP SUPPLIES- GLENCOE	46259	Tools & Shop Materials	N
	03-340-000-0000-6590		66.08	SHOP SUPPLIES- HATS	46259	Tools & Shop Materials	N
134	CITY OF HUTCHINSON		687.67		17 Transactions		
1326	CULLIGAN WATER CONDITIONING						
	03-340-000-0000-6257		9.80	SLATS- WATER	173X03373604	Sewer, Water & Garbage Removal	N
1326	CULLIGAN WATER CONDITIONING		9.80		1 Transactions		
3172	DIAMOND MOWERS INC						
	03-340-000-0000-6425		10.85	INVOICE UNDERPAID- SHIPPING	0238167-IN	Repair & Maintenance Supplies	N
3172	DIAMOND MOWERS INC		10.85		1 Transactions		
6906	GLENCOE CO OP ASSN						
	03-340-000-0000-6255		1,640.00	LP - SLATS	88100	Natural Gas	N
	03-340-000-0000-6567		1,636.08	DIESEL - SLATS	88100	Diesel Fuel & Tax	N
	03-340-000-0000-6567		204.00	DIESEL - SLATS	88100	Diesel Fuel & Tax	N
	03-340-000-0000-6567		134.64	DIESEL - SLATS	88100	Diesel Fuel & Tax	N
	03-340-000-0000-6567		240.72	DIESEL - SLATS	88100	Diesel Fuel & Tax	N

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Vendor No.	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
	03-340-000-0000-6567		71.84	DIESEL - BROWNTON	88100	Diesel Fuel & Tax	N
	03-340-000-0000-6567		341.24	DIESEL -BROWNTON	88100	Diesel Fuel & Tax	N
	03-340-000-0000-6567		2,294.39	DIESEL- BROWNTON	88100	Diesel Fuel & Tax	N
	03-340-000-0000-6567		179.60	DIESEL - BROWNTON	88100	Diesel Fuel & Tax	N
	03-340-000-0000-6567		2,981.36	DIESEL - BROWNTON	88100	Diesel Fuel & Tax	N
	03-340-000-0000-6567		245.08	DIESEL - BROWNTON	88100	Diesel Fuel & Tax	N
	03-340-000-0000-6567		92.86	DIESEL- SLATS	88100	Diesel Fuel & Tax	N
	03-340-000-0000-6567		1,240.32	CIesel- SLATS	88100	Diesel Fuel & Tax	N
	03-340-000-0000-6567		1,248.48	DIESEL - SLATS	88100	Diesel Fuel & Tax	N
	03-340-000-0000-6567		330.48	DIESEL - SLATS	88100	Diesel Fuel & Tax	N
	03-340-000-0000-6567		224.40	DIESEL - SLATS	88100	Diesel Fuel & Tax	N
	03-340-000-0000-6567		1,648.32	DIESEL - SLATS	88100	Diesel Fuel & Tax	N
	03-340-000-0000-6567		1,562.64	DIESEL - SLATS	88100	Diesel Fuel & Tax	N
	03-340-000-0000-6567		571.20	DIESEL - SLATS	88100	Diesel Fuel & Tax	N
6906	GLENCOE CO OP ASSN		16,887.65		19	Transactions	
869	HILLYARD HUTCHINSON						
	03-340-000-0000-6350		70.65	TP FOR CRACKFILLING	605079488	Other Services & Charges	N
869	HILLYARD HUTCHINSON		70.65		1	Transactions	
32875	HUTCHINSON UTILITIES COMMISSION						
	03-340-000-0000-6253		84.65	ELECTRIC- TEMPERED STORAGE	31021	Electricity	N
	03-340-000-0000-6255		267.09	GAS- TEMPERED STORAGE	31021	Natural Gas	N
32875	HUTCHINSON UTILITIES COMMISSION		351.74		2	Transactions	
142	HUTCHINSON WHOLESALE SUPPLY COMP						
	03-340-000-0000-6425		8.59	PARTS	483730	Repair & Maintenance Supplies	N
142	HUTCHINSON WHOLESALE SUPPLY COMP		8.59		1	Transactions	
5893	JLR GARAGE DOOR SERVICE, INC.						
	03-340-000-0000-6303		505.00	REPAIR DOOR- TEMPERED STORAGE	2157	Repair & Maintenance Services	N
5893	JLR GARAGE DOOR SERVICE, INC.		505.00		1	Transactions	
4179	REVIER WELDING						
	03-340-000-0000-6425		42.50	PARTS	7893	Repair & Maintenance Supplies	Y
	03-340-000-0000-6425		42.50	PARTS	8068	Repair & Maintenance Supplies	Y
4179	REVIER WELDING		85.00		2	Transactions	
5527	TOWMASTER INC						

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Vendor No.	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
	03-340-000-0000-6425		165.00	PARTS	458476	Repair & Maintenance Supplies	N
	03-340-000-0000-6425		102.70	PARTS	458489	Repair & Maintenance Supplies	N
	03-340-000-0000-6425		493.46	PARTS	458512	Repair & Maintenance Supplies	N
5527	TOWMASTER INC		761.16		3	Transactions	
4147	WEST CENTRAL SANITATION INC						
	03-340-000-0000-6257		31.44	GARBAGE- BROWNTON	12733491	Sewer, Water & Garbage Removal	N
	03-340-000-0000-6257		86.45	GARBAGE- SLATS	12733506	Sewer, Water & Garbage Removal	N
4147	WEST CENTRAL SANITATION INC		117.89		2	Transactions	
465	XCEL ENERGY						
	03-340-000-0000-6253		692.58	ELECTRIC- SLATS	51-0010122591-5	Electricity	N
465	XCEL ENERGY		692.58		1	Transactions	
340	DEPT Total:		20,188.58	Highway Equipment Maintenance	12 Vendors	51 Transactions	
3	Fund Total:		47,554.95	ROAD & BRIDGE FUND		93 Transactions	

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

5 SOLID WASTE FUND

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
391	DEPT			Solid Waste Tip Fee			
3754	MCLEOD SIBLEY HEALTH INSURANCE 05-391-000-0000-2045		1,868.58	MAY MONTHLY PREMIUM 05/01/2023 05/31/2023	MAY 2023	Health Insurance Payable	N
3754	MCLEOD SIBLEY HEALTH INSURANCE		1,868.58	1 Transactions			
4381	RELIANCE STANDARD 05-391-000-0000-2049		50.48	APRIL MONTHLY PREMIUM 04/01/2023 04/30/2023	158164	Life Insurance Payable	N
	05-391-000-0000-2050		65.52	APRIL MONTHLY PREMIUM 04/01/2023 04/30/2023	158164	Long Term Disability Payable	N
4381	RELIANCE STANDARD		116.00	2 Transactions			
391	DEPT Total:		1,984.58	Solid Waste Tip Fee	2 Vendors	3 Transactions	
5	Fund Total:		1,984.58	SOLID WASTE FUND		3 Transactions	

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11 HUMAN SERVICE FUND

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

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
420	DEPT			Income Maintenance			
38530	LANGUAGE LINE SERVICES						
	11-420-600-0010-6203		528.50	PHONE INTERPRETATION 03/01/2023 03/31/2023	10970859	Communications/Postage	N
	11-420-640-0010-6203		151.60	PHONE INTERPRETATION 03/01/2023 03/31/2023	10970859	Communications/Postage	N
38530	LANGUAGE LINE SERVICES		680.10	2 Transactions			
3754	MCLEOD SIBLEY HEALTH INSURANCE						
	11-420-000-0000-2045		21,030.50	MAY MONTHLY PREMIUM 05/01/2023 05/31/2023	MAY 2023	Health Insurnace Payable	N
3754	MCLEOD SIBLEY HEALTH INSURANCE		21,030.50	1 Transactions			
1857	METRO SALES INC						
	11-420-600-0010-6321		6.64	RICOH IM430F	INV2262525	Maintenance Agreements	N
1857	METRO SALES INC		6.64	1 Transactions			
4381	RELIANCE STANDARD						
	11-420-000-0000-2041		232.68	APRIL MONTHLY PREMIUM 04/01/2023 04/30/2023	158164	Short Term Disability Payable	N
	11-420-000-0000-2049		564.18	APRIL MONTHLY PREMIUM 04/01/2023 04/30/2023	158164	Life Insurance Payable	N
	11-420-000-0000-2050		209.38	APRIL MONTHLY PREMIUM 04/01/2023 04/30/2023	158164	Long Term Disability Payable	N
4381	RELIANCE STANDARD		1,006.24	3 Transactions			
6412	VERIZON WIRELESS						
	11-420-600-0010-6203		799.17	CELL PHONE USE 04/03/2023 05/02/2023	583743452-00001	Communications/Postage	N
6412	VERIZON WIRELESS		799.17	1 Transactions			
420	DEPT Total:		23,522.65	Income Maintenance	5 Vendors	8 Transactions	
430	DEPT			Individual & Family Social Services			
38530	LANGUAGE LINE SERVICES						
	11-430-700-0010-6203		89.00	PHONE INTERPRETATION 03/01/2023 03/31/2023	10970859	Communications/Postage	N
38530	LANGUAGE LINE SERVICES		89.00	1 Transactions			

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Vendor No.	Name	Rpt	Account/Formula	Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name	1099
3754	MCLEOD SIBLEY HEALTH INSURANCE		11-430-000-0000-2045		55,470.60	MAY MONTHLY PREMIUM	05/01/2023 05/31/2023	MAY 2023		Health Insurance Payable		N
3754	MCLEOD SIBLEY HEALTH INSURANCE				55,470.60		1 Transactions					
4388	METLIFE		11-430-000-0000-2049		83.86	HOSPITAL INDEMNITY	04/01/2023 04/30/2023	0200948		Life Insurance Payable		N
4388	METLIFE				83.86		1 Transactions					
1857	METRO SALES INC		11-430-700-0010-6321		15.49	RICOH IM430F		INV2262525		Maintenance Agreements		N
1857	METRO SALES INC				15.49		1 Transactions					
4381	RELIANCE STANDARD		11-430-000-0000-2041		1,426.58	APRIL MONTHLY PREMIUM	04/01/2023 04/30/2023	158164		Short Term Disability Payable		N
			11-430-000-0000-2049		1,203.34	APRIL MONTHLY PREMIUM	04/01/2023 04/30/2023	158164		Life Insurance Payable		N
			11-430-000-0000-2050		803.92	APRIL MONTHLY PREMIUM	04/01/2023 04/30/2023	158164		Long Term Disability Payable		N
4381	RELIANCE STANDARD				3,433.84		3 Transactions					
6412	VERIZON WIRELESS		11-430-700-0010-6203		1,864.72	CELL PHON EUSE	04/03/2023 05/02/2023	583743452-00001		Communications/Postage		N
6412	VERIZON WIRELESS				1,864.72		1 Transactions					
430	DEPT Total:				60,957.51	Individual & Family Social Services		6 Vendors		8 Transactions		
450	DEPT					Tri-Star						
3754	MCLEOD SIBLEY HEALTH INSURANCE		11-450-000-0000-2045		2,182.28	MAY MONTHLY PREMIUM	05/01/2023 05/31/2023	MAY 2023		Health Insurance Payable		N
3754	MCLEOD SIBLEY HEALTH INSURANCE				2,182.28		1 Transactions					
4388	METLIFE		11-450-000-0000-2049		17.36	HOSPITAL INDEMNITY	04/01/2023 04/30/2023	0200948		Life Insurance Payable		N

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

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
4388	METLIFE					
		17.36		1		
			Transactions			
4381	RELIANCE STANDARD					
	11-450-000-0000-2041					
		40.34	APRIL MONTHLY PREMIUM	158164	Short Term Disability Payable	N
			04/01/2023 04/30/2023			
	11-450-000-0000-2049					
		21.08	APRIL MONTHLY PREMIUM	158164	Life Insurance Payable	N
			04/01/2023 04/30/2023			
	11-450-000-0000-2050					
		18.40	APRIL MONTHLY PREMIUM	158164	Long Term Disability Payable	N
			04/01/2023 04/30/2023			
4381	RELIANCE STANDARD					
		79.82		3		
			Transactions			
450	DEPT Total:					
		2,279.46	Tri-Star	3	Vendors	5
						Transactions
11	Fund Total:					
		86,759.62	HUMAN SERVICE FUND			21
						Transactions

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



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20 COUNTY DITCH FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
642	DEPT			County Ditch #32			
4278	KERBER/ALLEN W 20-642-000-0000-6302		291.81	DITCH SPLITS	020723-119181	Construction & Repairs	Y
4278	KERBER/ALLEN W		291.81	1 Transactions			
642	DEPT Total:		291.81	County Ditch #32	1 Vendors	1 Transactions	
650	DEPT			County Ditch #63			
4278	KERBER/ALLEN W 20-650-000-0000-6302		300.00	DITCH SPLITS	020723-119181	Construction & Repairs	Y
4278	KERBER/ALLEN W		300.00	1 Transactions			
650	DEPT Total:		300.00	County Ditch #63	1 Vendors	1 Transactions	
660	DEPT			Joint Ditch #1 CMC			
4278	KERBER/ALLEN W 20-660-000-0000-6302		300.00	DITCH SPLITS	020723-119181	Construction & Repairs	Y
4278	KERBER/ALLEN W		300.00	1 Transactions			
660	DEPT Total:		300.00	Joint Ditch #1 CMC	1 Vendors	1 Transactions	
680	DEPT			Joint Ditch #18 SMC			
4278	KERBER/ALLEN W 20-680-000-0000-6302		300.00	DITCH SPLITS	020723-119181	Construction & Repairs	Y
4278	KERBER/ALLEN W		300.00	1 Transactions			
5014	WUETHERICH DRAINAGE INC 20-680-000-0000-6302		17,663.54	JD 18 SMC RIP RAP - WENDLANDT	2015	Construction & Repairs	N
5014	WUETHERICH DRAINAGE INC		17,663.54	1 Transactions			
680	DEPT Total:		17,963.54	Joint Ditch #18 SMC	2 Vendors	2 Transactions	
20	Fund Total:		18,855.35	COUNTY DITCH FUND		5 Transactions	

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



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21 SWCD FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
696	DEPT			SWCD			
5211	HOUSTON ENGINEERING INC						
	21-696-000-0000-6265		15,311.50	PROFESSIONAL SERVICES DEC 2022	63029	Professional Services	N
	21-696-000-0000-6265		15,649.50	PROFESSIONAL SERV FEB 2023	63804	Professional Services	N
5211	HOUSTON ENGINEERING INC		30,961.00	2 Transactions			
3754	MCLEOD SIBLEY HEALTH INSURANCE						
	21-696-000-0000-2045		3,947.82	MAY MONTHLY PREMIUM 05/01/2023 05/31/2023	MAY 2023	Health Insurance Payable	N
3754	MCLEOD SIBLEY HEALTH INSURANCE		3,947.82	1 Transactions			
4381	RELIANCE STANDARD						
	21-696-000-0000-2049		33.99	APRIL MONTHLY PREMIUM 04/01/2023 04/30/2023	158164	Life Insurance Payable	N
	21-696-000-0000-2050		4.60	APRIL MONTHLY PREMIUM 04/01/2023 04/30/2023	158164	Long Term Disability Payable	N
4381	RELIANCE STANDARD		38.59	2 Transactions			
6412	VERIZON WIRELESS						
	21-696-000-0000-6203		40.01	CELL PHONE USE 04/03/2023 05/02/2023	583743452-00001	Communications	N
6412	VERIZON WIRELESS		40.01	1 Transactions			
696	DEPT Total:		34,987.42	SWCD	4 Vendors	6 Transactions	
697	DEPT			Drainage Inspector			
3754	MCLEOD SIBLEY HEALTH INSURANCE						
	21-697-000-0000-2045		714.94	MAY MONTHLY PREMIUM 05/01/2023 05/31/2023	MAY 2023	Health Insurance Payable	N
3754	MCLEOD SIBLEY HEALTH INSURANCE		714.94	1 Transactions			
4381	RELIANCE STANDARD						
	21-697-000-0000-2041		49.08	APRIL MONTHLY PREMIUM 04/01/2023 04/30/2023	158164	Short Term Disability Payable	N
	21-697-000-0000-2049		15.74	APRIL MONTHLY PREMIUM 04/01/2023 04/30/2023	158164	Life Insurance Payable	N
	21-697-000-0000-2050		4.60	APRIL MONTHLY PREMIUM 04/01/2023 04/30/2023	158164	Long Term Disability Payable	N

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



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

21 SWCD FUND

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
4381	RELIANCE STANDARD			3 Transactions		
697	DEPT Total:		784.36 Drainage Inspector	2 Vendors		4 Transactions
21	Fund Total:		35,771.78 SWCD FUND			10 Transactions

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



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25 SPECIAL REVENUE FUND

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

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
205	DEPT			Conceal & Carry Permit			
3754	MCLEOD SIBLEY HEALTH INSURANCE 25-205-000-0000-2045		154.26	MAY MONTHLY PREMIUM 05/01/2023 05/31/2023	MAY 2023	Health Insurance Payable	N
3754	MCLEOD SIBLEY HEALTH INSURANCE		154.26	1 Transactions			
4381	RELIANCE STANDARD 25-205-000-0000-2049		18.96	APRIL MONTHLY PREMIUM 04/01/2023 04/30/2023	158164	Life Insurance Payable	N
	25-205-000-0000-2050		13.10	APRIL MONTHLY PREMIUM 04/01/2023 04/30/2023	158164	Long Term Disability Payable	N
4381	RELIANCE STANDARD		32.06	2 Transactions			
205	DEPT Total:		186.32	Conceal & Carry Permit	2 Vendors	3 Transactions	
224	DEPT			New Canine Account			
12114	GLENCOE VETERINARY CLINIC 25-224-000-0000-6350		29.57	VET APPT FOR KILO	115041	Other Services & Charges	N
12114	GLENCOE VETERINARY CLINIC		29.57	1 Transactions			
224	DEPT Total:		29.57	New Canine Account	1 Vendors	1 Transactions	
252	DEPT			Jail Canteen Account			
3510	BOB BARKER COMPANY INC 25-252-000-0000-6460		118.60	SANDALS FOR INMATES	INV1892158	Jail Supplies	N
	25-252-000-0000-6460		80.05	GAMES FOR INMATES	INV1892613	Jail Supplies	N
3510	BOB BARKER COMPANY INC		198.65	2 Transactions			
252	DEPT Total:		198.65	Jail Canteen Account	1 Vendors	2 Transactions	
840	DEPT			Juvenile Restitution Fund			
763	MCLEOD COUNTY COURT ADMINISTRATIO 25-840-000-0000-6850		146.05	CSW HOURS-JR		Collections for Other Agenices	N
763	MCLEOD COUNTY COURT ADMINISTRATIO		146.05	1 Transactions			
840	DEPT Total:		146.05	Juvenile Restitution Fund	1 Vendors	1 Transactions	

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



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25 SPECIAL REVENUE FUND

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

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
25	Fund Total:		560.59	SPECIAL REVENUE FUND		7 Transactions

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



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86 TRUST & AGENCY FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
930	DEPT			Victims Assistance Program - Local Funds			
	7612 MCLEOD ALLIANCE FOR VICTIMS						
	86-930-000-0000-6850		448.00	1ST QTR 2023 VA PROGRAM	1ST QTR 2023	Collections for Other Agencies	N
	7612 MCLEOD ALLIANCE FOR VICTIMS		448.00	1 Transactions			
930	DEPT Total:		448.00	Victims Assistance Program - Local Funds	1 Vendors	1 Transactions	
935	DEPT			Real Estate Assurance - Tax Forfeited			
	3411 COMMISSIONER OF FINANCE						
	86-935-000-0000-6850		132.00	REAL ESTATE ASSURANCE REG LAND	MARCH	Collections for Other Agencies	N
	3411 COMMISSIONER OF FINANCE		132.00	03/01/2023 03/31/2023 1 Transactions			
935	DEPT Total:		132.00	Real Estate Assurance - Tax Forfeited	1 Vendors	1 Transactions	
938	DEPT			Well Certificates			
	3442 MINNESOTA DEPARTMENT OF HEALTH						
	86-938-000-0000-6850		297.50	1ST QTR 2023 WELL DISCLOSURES	1ST QTR WELL	Collections for Other Agencies	N
	3442 MINNESOTA DEPARTMENT OF HEALTH		297.50	01/01/2023 03/31/2023 1 Transactions			
938	DEPT Total:		297.50	Well Certificates	1 Vendors	1 Transactions	
939	DEPT			State Surcharge 3%			
	3411 COMMISSIONER OF FINANCE						
	86-939-000-0000-6850		4,410.00	COUNTY RECORDER REG FEES	MARCH	Collections for Other Agencies	N
	3411 COMMISSIONER OF FINANCE		4,410.00	03/01/2023 03/31/2023 1 Transactions			
939	DEPT Total:		4,410.00	State Surcharge 3%	1 Vendors	1 Transactions	
940	DEPT			Vital Records Surcharge - Birth & Death			
	3411 COMMISSIONER OF FINANCE						
	86-940-000-0000-6850		1,392.00	BIRTH/DEATH SURCHARGE	MARCH	Collections for Other Agencies	N
	3411 COMMISSIONER OF FINANCE		1,392.00	03/01/2023 03/31/2023 1 Transactions			

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



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86 TRUST & AGENCY FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
940	DEPT Total:		1,392.00	Vital Records Surcharge - Birth & Death	1 Vendors	1 Transactions	
950	DEPT 3411 COMMISSIONER OF FINANCE 86-950-000-0000-6850		1,270.00	Birth Record Surcharge BIRTH RECORD SURCHARGE 03/01/2023 03/31/2023	MARCH	Collections for Other Agencies	N
	3411 COMMISSIONER OF FINANCE		1,270.00	1 Transactions			
950	DEPT Total:		1,270.00	Birth Record Surcharge	1 Vendors	1 Transactions	
952	DEPT 3411 COMMISSIONER OF FINANCE 86-952-000-0000-6850		381.00	Children's Trust Fund Surcharge - Birth CHILDRENS SRCH 03/01/2023 03/31/2023	MARCH	Collections for Other Agencies	N
	3411 COMMISSIONER OF FINANCE		381.00	1 Transactions			
952	DEPT Total:		381.00	Children's Trust Fund Surcharge - Birth	1 Vendors	1 Transactions	
954	DEPT 3411 COMMISSIONER OF FINANCE 86-954-000-0000-6850		30.00	Marriage License MARR LIC SUPRVD VISIT 03/01/2023 03/31/2023	MARCH	Collections for Other Agencies	N
	86-954-000-0000-6850		20.00	MARR LIC/MN ENABL 03/01/2023 03/31/2023	MARCH	Collections for Other Agencies	N
	86-954-000-0000-6850		225.00	MARR LIC/DISPLACED HOMEMAKER 03/01/2023 03/31/2023	MARCH	Collections for Other Agencies	N
	86-954-000-0000-6850		10.00	PRE MARITAL EDUCATION 03/01/2023 03/31/2023	MARCH	Collections for Other Agencies	N
	86-954-000-0000-6850		45.00	MARR LIC/COUPLES ON BRINK 03/01/2023 03/31/2023	MARCH	Collections for Other Agencies	N
	86-954-000-0000-6850		495.00	MARR LIC SRCCHG 03/01/2023 03/31/2023	MARCH	Collections for Other Agencies	N
	3411 COMMISSIONER OF FINANCE		825.00	6 Transactions			
954	DEPT Total:		825.00	Marriage License	1 Vendors	6 Transactions	
965	DEPT 134 CITY OF HUTCHINSON			Hutchinson City Lodging Tax 3%			

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



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86 TRUST & AGENCY FUND

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

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
	86-965-000-0000-6850		25.20	MARCH LODGING TAX	MARCH LODGING T	Collections for Other Agencies	N
134	CITY OF HUTCHINSON		25.20	1 Transactions			
965	DEPT Total:		25.20	Hutchinson City Lodging Tax 3%	1 Vendors	1 Transactions	
975	DEPT 509 MINNESOTA DNR			DNR Clearing Account			
	86-975-000-0000-6850		1,006.50	DNR CLAIM 04-04-23 TO 04-10-23	DNR CLAIM	Collections for Other Agencies	N
509	MINNESOTA DNR		1,006.50	1 Transactions			
975	DEPT Total:		1,006.50	DNR Clearing Account	1 Vendors	1 Transactions	
976	DEPT 509 MINNESOTA DNR			Game & Fish Clearing Account			
	86-976-000-0000-6850		83.00	G&F CLAIM 04-04-23 TO 04-10-23	DNR CLAIM	Collections for Other Agencies	N
509	MINNESOTA DNR		83.00	1 Transactions			
976	DEPT Total:		83.00	Game & Fish Clearing Account	1 Vendors	1 Transactions	
86	Fund Total:		10,270.20	TRUST & AGENCY FUND		16 Transactions	
	Final Total:		423,228.94	123 Vendors	261 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	221,471.87	GENERAL REVENUE FUND
3	47,554.95	ROAD & BRIDGE FUND
5	1,984.58	SOLID WASTE FUND
11	86,759.62	HUMAN SERVICE FUND
20	18,855.35	COUNTY DITCH FUND
21	35,771.78	SWCD FUND
25	560.59	SPECIAL REVENUE FUND
86	10,270.20	TRUST & AGENCY FUND
All Funds	423,228.94	Total

Approved by,

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



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

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

Explode Dist. Formulas?: N

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

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



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1 GENERAL REVENUE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
0	DEPT			...			
4382	RELIANCE STANDARD 01-000-000-0000-2044		553.52	APRIL MONTHLY PREMIUM 04/01/2023 04/30/2023	APRIL PREMIUMS	Vision Insurance Payable	N
4382	RELIANCE STANDARD		553.52	1 Transactions			
0	DEPT Total:		553.52	...	1 Vendors	1 Transactions	
3	DEPT			County Wide			
8522	ISOLVED BENEFIT SERVICES 01-003-000-0000-6350		1,419.00	COBRA NOTICES	1126894941	Other Services & Charges	N
8522	ISOLVED BENEFIT SERVICES		1,419.00	1 Transactions			
3	DEPT Total:		1,419.00	County Wide	1 Vendors	1 Transactions	
13	DEPT			Court Administrator			
4583	JONES LAW OFFICE 01-013-000-0000-6273		160.00	COURT APPOINTED 43-PR-89-13772	1991450	Court Appt Atty - Other	Y
	01-013-000-0000-6273		90.00	COURT APPOINTED 43-PR-10-1934	1991451	Court Appt Atty - Other	Y
	01-013-000-0000-6273		20.00	COURT APPOINTED 43-PR-06-318	1991452	Court Appt Atty - Other	Y
	01-013-000-0000-6273		80.00	COURT APPOINTED 43-PR-09-1593	1991453	Court Appt Atty - Other	Y
	01-013-000-0000-6273		60.00	COURT APPOINT 43-P1-95-000002	1991454	Court Appt Atty - Other	Y
	01-013-000-0000-6273		440.00	COURT APPOINTED 43-P4-06-136	1991455	Court Appt Atty - Other	Y
4583	JONES LAW OFFICE		850.00	6 Transactions			
2975	MAYER LAW OFFICE LLC 01-013-000-0000-6272		370.00	COURT APPOINTED JV-23-315		Court Appt Atty - Dep/Neg/Ter	Y
	01-013-000-0000-6272		60.00	COURT APPOINTED JV-22-80		Court Appt Atty - Dep/Neg/Ter	Y
	01-013-000-0000-6272		270.00	COURT APPOINTED JV-23-29		Court Appt Atty - Dep/Neg/Ter	Y
	01-013-000-0000-6272		20.00	COURT APPOINTED JV-21-124		Court Appt Atty - Dep/Neg/Ter	Y
	01-013-000-0000-6272		20.00	COURT APPOINTED JV-17-203		Court Appt Atty - Dep/Neg/Ter	Y
	01-013-000-0000-6272		100.00	COURT APPOINTED JV-23-2		Court Appt Atty - Dep/Neg/Ter	Y
	01-013-000-0000-6272		330.00	COURT APPOINTED JV-23-25		Court Appt Atty - Dep/Neg/Ter	Y
	01-013-000-0000-6273		60.00	COURT APPOINTED PR-23-21		Court Appt Atty - Other	Y
	01-013-000-0000-6273		230.00	COURT APPOINTED PR-07-2634		Court Appt Atty - Other	Y
	01-013-000-0000-6273		260.00	COURT APPOINTED P9-02-656		Court Appt Atty - Other	Y
	01-013-000-0000-6273		220.00	COURT APPOINTED PR-06-563		Court Appt Atty - Other	Y

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



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1 GENERAL REVENUE FUND

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

Vendor No.	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
2975	MAYER LAW OFFICE LLC		1,940.00	11 Transactions			
13	DEPT Total:		2,790.00	Court Administrator	2 Vendors	17 Transactions	
41	DEPT			County Auditor-Treasurer			
235	MINNESOTA ASSOCIATION OF COUNTY AI 01-041-000-0000-6245		100.00	MACATFO REGIONAL MEETING	20230412	Dues & Registration Fees	N
235	MINNESOTA ASSOCIATION OF COUNTY AI		100.00	1 Transactions			
41	DEPT Total:		100.00	County Auditor-Treasurer	1 Vendors	1 Transactions	
65	DEPT			Information Technology			
2716	BLUUM OF MINNESOTA LLC 01-065-000-0000-6321		3,491.04	JOAN SCREEN SUBSCRIPTION	907136	Maintenance Agreements	N
	01-065-000-0000-6321		2,181.90	JOAN SCREEN SUBSCRIPTION	907137	Maintenance Agreements	N
2716	BLUUM OF MINNESOTA LLC		5,672.94	2 Transactions			
5783	DATASPAN INC 01-065-000-0000-6404		2,368.00	HP LTO TAPES/LABELS	50006526	Computer Supplies	N
5783	DATASPAN INC		2,368.00	1 Transactions			
9820	MINNESOTA COUNTIES COMPUTER COOP 01-065-000-0000-6350		131.25	2ND QTR TAX LINK SUPPORT	2304121	Other Services & Charges	N
9820	MINNESOTA COUNTIES COMPUTER COOP		131.25	1 Transactions			
3770	NOW MIRCO INC 01-065-000-0000-6269		1,200.00	PRO SERVICES O365	PSG215433	Contracts	N
3770	NOW MIRCO INC		1,200.00	1 Transactions			
2589	SHI INTERNATIONAL CORP 01-065-000-0000-6321		11,308.00	VMWARE MAINTENANCE RENEWAL	B16708318	Maintenance Agreements	N
2589	SHI INTERNATIONAL CORP		11,308.00	1 Transactions			
65	DEPT Total:		20,680.19	Information Technology	5 Vendors	6 Transactions	
76	DEPT			Central Services - County Wide			
10326	AMAZON 01-076-000-0000-6402		59.99	COFFEE CUPS FOR BREAK ROOM	149Y-6PWT-9R3T	Office Supplies	N

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



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1 GENERAL REVENUE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor No.	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
10326	AMAZON		59.99		1 Transactions		
6009	INNOVATIVE OFFICE SOLUTIONS LLC						
	01-076-000-0000-6402		3.59	PENS FOR STOCK	IN4166107	Office Supplies	N
6009	INNOVATIVE OFFICE SOLUTIONS LLC		3.59		1 Transactions		
1857	METRO SALES INC						
	01-076-000-0000-6321		112.68	COPIER MAINT MPC3004EX-VET SVC	INV2267641	Maintenance Agreements	N
1857	METRO SALES INC		112.68		1 Transactions		
76	DEPT Total:		176.26	Central Services - County Wide	3 Vendors	3 Transactions	
80	DEPT			Safety			
5898	SAFEASSURE CONSULTANTS INC						
	01-080-000-0000-6350		4,602.21	SAFETY TRANING/CONSULTING	3323	Other Services & Charges	N
5898	SAFEASSURE CONSULTANTS INC		4,602.21		1 Transactions		
80	DEPT Total:		4,602.21	Safety	1 Vendors	1 Transactions	
91	DEPT			County Attorney			
205	MARCO TECHNOLOGIES LLC						
	01-091-000-0000-6321		110.89	PRINT CONTRACT	INV11096297	Maintenance Agreements	N
				04/15/2023	05/14/2023		
	01-091-000-0000-6321		40.40	PRINT CONTRACT	INV11105323	Maintenance Agreements	N
				04/17/2023	05/16/2023		
205	MARCO TECHNOLOGIES LLC		151.29		2 Transactions		
91	DEPT Total:		151.29	County Attorney	1 Vendors	2 Transactions	
101	DEPT			County Recorder			
46470	MINNESOTA UNEMPLOYMENT INSURANCE						
	01-101-000-0000-6177		2,352.00	QTR 1 2023 - N LARSON	07970346	Unemployment Compensation	N
				01/01/2023	03/31/2023		
46470	MINNESOTA UNEMPLOYMENT INSURANCE		2,352.00		1 Transactions		
101	DEPT Total:		2,352.00	County Recorder	1 Vendors	1 Transactions	

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



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1 GENERAL REVENUE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
111	DEPT			Courthouse Building			
46	AKO ELECTRIC INC 01-111-000-0000-6303		973.13	RELOCATE POWER FOR THE XRAY	6404	Repair & Maintenance Services	N
46	AKO ELECTRIC INC		973.13	1 Transactions			
561	FASHION INTERIORS 01-111-000-0000-6303		4,631.00	FLOORING FOR DISPATCH REMODEL		Repair & Maintenance Services	Y
561	FASHION INTERIORS		4,631.00	1 Transactions			
3384	GRAINGER 01-111-000-0000-6415		86.80	NEW CABLE FOR DRAIN SNAKE	882879604	Cleaning Supplies	N
3384	GRAINGER		86.80	1 Transactions			
869	HILLYARD HUTCHINSON 01-111-000-0000-6415		984.66	TP/GARBAGE BAGS	605087156	Cleaning Supplies	N
869	HILLYARD HUTCHINSON		984.66	1 Transactions			
253	LIGHT & POWER COMMISSION 01-111-000-0000-6253		36.06	ELECTRIC GARAGE 02/28/2023 03/31/2023	07-814100-11	Electricity	N
	01-111-000-0000-6253		6,596.40	ELECTRIC COURTHOUSE 02/28/2023 03/31/2023	13-857000-00	Electricity	N
	01-111-000-0000-6257		2,747.95	WATER/SEWER COURTHOUSE 02/28/2023 03/31/2023	13-857000-00	Sewer, Water & Garbage	N
253	LIGHT & POWER COMMISSION		9,380.41	3 Transactions			
4427	NEUBARTH LAWN CARE & LANDSCAPING 01-111-000-0000-6303		580.00	LT 1 SNOW REMOVE/SALT/SIDEWALK 02/25/2023 03/06/2023	20181	Repair & Maintenance Services	Y
	01-111-000-0000-6303		1,145.00	LT 2 SNOW REMOVE/SALT/SIDEWALK 02/25/2023 03/06/2023	20181	Repair & Maintenance Services	Y
	01-111-000-0000-6303		275.00	LT 3 SNOW REMOVE/SALT/SIDEWALK 02/25/2023 03/06/2023	20181	Repair & Maintenance Services	Y
	01-111-000-0000-6303		1,670.00	HAUL AND PUSH SNOW 02/25/2023 03/06/2023	20181	Repair & Maintenance Services	Y
4427	NEUBARTH LAWN CARE & LANDSCAPING		3,670.00	4 Transactions			
8533	SENECA COMPANIES 01-111-000-0000-6303		2,951.78	GENERATOR TANK/FUEL CLEANING	2029117	Repair & Maintenance Services	N

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Vendor No.	Name	Account/Formula	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name	1099
8533	SENECA COMPANIES			2,951.78				1 Transactions			
4147	WEST CENTRAL SANITATION INC	01-111-000-0000-6257		306.54	GARBAGE	03/01/2023 03/31/2023	12733494		Sewer, Water & Garbage		N
4147	WEST CENTRAL SANITATION INC			306.54				1 Transactions			
111	DEPT Total:			22,984.32	Courthouse Building			8 Vendors			13 Transactions
113	DEPT				Government Center Building						
10326	AMAZON	01-113-000-0000-6415		39.99	CLOROX WIPES		1LVR-WPYP-DXJK		Cleaning Supplies		N
10326	AMAZON			39.99				1 Transactions			
869	HILLYARD HUTCHINSON	01-113-000-0000-6425		126.70	BLADE SQUEEGEE		605088454		Repair & Maintenance Supplies		N
869	HILLYARD HUTCHINSON			126.70				1 Transactions			
253	LIGHT & POWER COMMISSION	01-113-000-0000-6253		2,621.45	ELECTRIC MCGC	02/28/2023 03/31/2023	09-815400-01		Electricity		N
		01-113-000-0000-6257		1,013.34	WATER/SEWER MCGC	02/28/2023 03/31/2023	09-815400-01		Sewer, Water & Garbage Removal		N
253	LIGHT & POWER COMMISSION			3,634.79				2 Transactions			
4427	NEUBARTH LAWN CARE & LANDSCAPING	01-113-000-0000-6303		2,345.00	LT 4 SNOW REMOVE/SALT/SIDEWALK	02/25/2023 03/06/2023	20181		Repair & Maintenance Services		Y
		01-113-000-0000-6303		375.00	HAUL AND PUSH SNOW	02/25/2023 03/06/2023	20181		Repair & Maintenance Services		Y
4427	NEUBARTH LAWN CARE & LANDSCAPING			2,720.00				2 Transactions			
4718	UHL COMPANY	01-113-000-0000-6303		1,013.95	MOTOR KIT INSTALLED IN EXIT		50866		Repair & Maintenance Services		N
4718	UHL COMPANY			1,013.95				1 Transactions			
113	DEPT Total:			7,535.43	Government Center Building			5 Vendors			7 Transactions

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Vendor No.	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
114	DEPT			Environmental Services Building			
134	CITY OF HUTCHINSON						
	01-114-000-0000-6257		465.92	WATER SEWER-HHW/ES 03/01/2023 03/31/2023	03-085-0650-2-00	Sewer, Water & Garbage Removal	N
	01-114-000-0000-6257		189.59	WATER SEWER-MRF/ES 03/01/2023 03/31/2023	03-085-0651-0-00	Sewer, Water & Garbage Removal	N
	134 CITY OF HUTCHINSON		655.51	2 Transactions			
3375	FOSTER MECHANICAL						
	01-114-000-0000-6425		317.76	AIR COMPRESSOR REPAIR	18621	Repair & Maintenance Supplies	N
	3375 FOSTER MECHANICAL		317.76	1 Transactions			
8541	INTERNATIONAL FILTRATION SERVICES						
	01-114-000-0000-6425		289.92	TRI-PLEAT ULTRA LE	INV-1919	Repair & Maintenance Supplies	N
	8541 INTERNATIONAL FILTRATION SERVICES		289.92	1 Transactions			
4427	NEUBARTH LAWN CARE & LANDSCAPING						
	01-114-000-0000-6303		2,420.00	LT 6 SNOW REMOVE/SALT/SIDEWALK 02/25/2023 03/06/2023	20181	Repair & Maintenance Services	Y
	4427 NEUBARTH LAWN CARE & LANDSCAPING		2,420.00	1 Transactions			
3415	SUMMIT FIRE PROTECTION						
	01-114-000-0000-6425		1,655.00	INSPECTION CORRECTIONS	2217842	Repair & Maintenance Supplies	N
	3415 SUMMIT FIRE PROTECTION		1,655.00	1 Transactions			
114	DEPT Total:		5,338.19	Environmental Services Building	5 Vendors	6 Transactions	
115	DEPT			County Buildings Major Repair			
4718	UHL COMPANY						
	01-115-000-0000-6610		45,755.00	LEC BAS SYSTEM	71646	Capital - Over \$5,000 (Fixed Assets)	N
	4718 UHL COMPANY		45,755.00	1 Transactions			
115	DEPT Total:		45,755.00	County Buildings Major Repair	1 Vendors	1 Transactions	
117	DEPT			Fairgrounds			
192	CROW RIVER GLASS & SIGNS						
	01-117-000-0000-6425		622.46	GLASS REPAIR	62409	Repair & Maintenance Supplies	N
	01-117-000-0000-6425		169.30	DOOR CLOSER	62423	Repair & Maintenance Supplies	N

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Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	1099
192	CROW RIVER GLASS & SIGNS				791.76						
							2 Transactions				
3216	FARM RITE EQUIPMENT INC										
	01-117-000-0000-6425				11.81	PARTS		P74089		Repair & Maintenance Supplies	N
3216	FARM RITE EQUIPMENT INC				11.81		1 Transactions				
142	HUTCHINSON WHOLESALE SUPPLY COMP										
	01-117-000-0000-6425				54.35	PARTS		484041		Repair & Maintenance Supplies	N
142	HUTCHINSON WHOLESALE SUPPLY COMP				54.35		1 Transactions				
8356	KONERZA/GORDON D										
	01-117-000-0000-6810				90.00	REFUND		4186		Refunds & Reimbursements	S
8356	KONERZA/GORDON D				90.00		1 Transactions				
2877	MINNESOTA DEPARTMENT OF HEALTH										
	01-117-000-0000-6245				450.00	2023 COUNTRY DINER LICENSE		2023		Dues & Registration Fees	N
2877	MINNESOTA DEPARTMENT OF HEALTH				450.00		1 Transactions				
743	PLUNKETTS PEST CONTROL INC										
	01-117-000-0000-6350				25.98	PEST CONTROL		7981023		Other Services & Charges	N
743	PLUNKETTS PEST CONTROL INC				25.98		1 Transactions				
4206	VIKING SIGN & GRAPHICS INC										
	01-117-000-0000-6425				357.64	SIGNS		H23-90		Repair & Maintenance Supplies	N
4206	VIKING SIGN & GRAPHICS INC				357.64		1 Transactions				
4147	WEST CENTRAL SANITATION INC										
	01-117-000-0000-6257				573.78	GARBAGE- FAIRGROUNDS		12733492		Sewer, Water & Garbage Removal	N
4147	WEST CENTRAL SANITATION INC				573.78		1 Transactions				
117	DEPT Total:				2,355.32	Fairgrounds		8 Vendors		9 Transactions	
121	DEPT					Veteran Services					
50	NACVSO INC										
	01-121-000-0000-6245		AP	4	50.00	DUES & REGISTRATION		1822		Dues & Registration Fees	N
						01/01/2023	12/31/2023				
50	NACVSO INC				50.00		1 Transactions				

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121	DEPT Total:		50.00	Veteran Services	1 Vendors	1 Transactions	
201	DEPT			County Sheriff's Office			
719	BLUE EARTH COUNTY						
	01-201-000-0000-6245		2,212.06	2023 RADIO BD DUES	162266364	Dues & Registration Fees	N
719	BLUE EARTH COUNTY		2,212.06		1 Transactions		
6084	DODGE OF BURNSVILLE						
	01-201-000-0000-6610		41,760.00	SQUAD #196	N79083	Capital - Over \$5,000 (Fixed Assets)	N
6084	DODGE OF BURNSVILLE		41,760.00		1 Transactions		
5270	DRIVER & VEHICLE SERVICES						
	01-201-000-0000-6327		14.25	LICENSE TAB RENEWAL #155	00-034577416	General Auto Maintenance	N
5270	DRIVER & VEHICLE SERVICES		14.25		1 Transactions		
5223	EMERGENCY AUTOMOTIVE TECHNOLOGIE						
	01-201-000-0000-6610		115.00	SQUAD SET UP #197	MP02142351D	Capital - Over \$5,000 (Fixed Assets)	N
	01-201-000-0000-6610		2,808.01	SQUAD SET UP #197	MP02142351E	Capital - Over \$5,000 (Fixed Assets)	N
	01-201-000-0000-6610		646.00	SQUAD SET UP #198	MP03272352B	Capital - Over \$5,000 (Fixed Assets)	N
5223	EMERGENCY AUTOMOTIVE TECHNOLOGIE		3,569.01		3 Transactions		
6009	INNOVATIVE OFFICE SOLUTIONS LLC						
	01-201-000-0000-6402		22.82	NAMEPLATE FOR TD	IN4158608	Office Supplies	N
	01-201-000-0000-6402		109.39	OFFICE SUPPLIES	IN4161001	Office Supplies	N
	01-201-000-0000-6402		9.55	ENVELOPE MOISTENERS	IN4163053	Office Supplies	N
	01-201-204-0000-6402		51.90	TONER	IN4163480	Investigations Office Supplies	N
6009	INNOVATIVE OFFICE SOLUTIONS LLC		193.66		4 Transactions		
253	LIGHT & POWER COMMISSION						
	01-201-000-0000-6253		146.63	BAXTER AVE 2/28/23 - 3/31/23	01-802120-03	Electricity	N
				02/28/2023 03/31/2023			
253	LIGHT & POWER COMMISSION		146.63		1 Transactions		
1947	MINNESOTA DEPARTMENT OF TRANSPOR						
	01-201-000-0000-6321		12,638.56	2023 ARMER MOTOROLA AGREEMENT	738956	Maintenance Agreements	N
1947	MINNESOTA DEPARTMENT OF TRANSPOR		12,638.56		1 Transactions		
2869	OCCUPATIONAL HEALTH CENTER OF MINI						
	01-201-000-0000-6265		458.00	PRE-EMPLOYMENT PHYSICAL-JJ	103749014	Professional Services	6

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Vendor No.	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
2869	OCCUPATIONAL HEALTH CENTER OF MINI		458.00		1 Transactions		
3243	PLEAA						
	01-201-202-0000-6360		45.00	PLEAA SPRING TRAINING - TD		Training - Communications/Records	N
	01-201-202-0000-6360		45.00	PLEAA SPRING TRAINING - TC		Training - Communications/Records	N
	01-201-202-0000-6360		45.00	PLEAA SPRING TRAINING - MB		Training - Communications/Records	N
	01-201-202-0000-6360		45.00	PLEAA SPRING TRAINING - BW	4/12/23	Training - Communications/Records	N
	01-201-202-0000-6360		45.00	PLEAA SPRING TRAINING - KO	4/12/23	Training - Communications/Records	N
3243	PLEAA		225.00		5 Transactions		
1457	PRO AUTO & TRANSMISSION REPAIR INC						
	01-201-000-0000-6327		90.42	O/C, HEADLIGHT BULB #176	3089992	General Auto Maintenance	N
1457	PRO AUTO & TRANSMISSION REPAIR INC		90.42		1 Transactions		
3752	STAR GROUP LLC						
	01-201-000-0000-6327		46.58	WINDSHIELD WIPERS #176	205096	General Auto Maintenance	N
3752	STAR GROUP LLC		46.58		1 Transactions		
900	STREICHERS INC						
	01-201-000-0000-6145		214.99	INITIAL UNIFORM #1221	11626911	Uniform Allowance	N
	01-201-000-0000-6145		9.99	INITIAL UNIFORM #1221	11628130	Uniform Allowance	N
900	STREICHERS INC		224.98		2 Transactions		
201	DEPT Total:		61,579.15	County Sheriff's Office	12 Vendors	22 Transactions	
251	DEPT			County Jail			
8491	MN OFFICE OF ADMINISTRATIVE HEARING						
	01-251-000-0000-6350		563.50	HEARING PREP - DISMISSAL	521519	Other Services & Charges	N
8491	MN OFFICE OF ADMINISTRATIVE HEARING		563.50		1 Transactions		
2869	OCCUPATIONAL HEALTH CENTER OF MINI						
	01-251-000-0000-6265		458.00	PRE-EMPLOYMENT PHYSICAL-DP	103749014	Professional Services	6
2869	OCCUPATIONAL HEALTH CENTER OF MINI		458.00		1 Transactions		
3752	STAR GROUP LLC						
	01-251-000-0000-6425		4.88	STS CLEANING SUPPLIES	201875	Repair & Maintenance Supplies	N
3752	STAR GROUP LLC		4.88		1 Transactions		
900	STREICHERS INC						

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No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
900	STREICHERS INC		1,132.00	RADIO CASE	11627377	Uniform Allowance	N
			1,132.00	1 Transactions			
251	DEPT Total:		2,158.38	County Jail	4 Vendors	4 Transactions	
255	DEPT			County Court Services			
8564	ODP BUSINESS SOLUTIONS LLC						
	01-255-000-0000-6402		46.01	OFFICE SUPPLIES	306492145001	Office Supplies	N
8564	ODP BUSINESS SOLUTIONS LLC		46.01	1 Transactions			
255	DEPT Total:		46.01	County Court Services	1 Vendors	1 Transactions	
257	DEPT			SENTENCE TO SERVE PROGRAM			
6009	INNOVATIVE OFFICE SOLUTIONS LLC						
	01-257-000-0000-6402		22.82	NAMEPLATE FOR JS	IN4158608	Office Supplies	N
6009	INNOVATIVE OFFICE SOLUTIONS LLC		22.82	1 Transactions			
257	DEPT Total:		22.82	SENTENCE TO SERVE PROGRAM	1 Vendors	1 Transactions	
281	DEPT			Emergency Management			
900	STREICHERS INC						
	01-281-000-0000-6350		1,285.00	RADIO CASE	11627377	Other Services & Charges	N
900	STREICHERS INC		1,285.00	1 Transactions			
281	DEPT Total:		1,285.00	Emergency Management	1 Vendors	1 Transactions	
485	DEPT			County Public Health Nursing			
8280	BUSSLER LAWN SERVICE						
	01-485-490-0000-6047		120.00	CHORE SERVICE ID 817621.01	1096	Chore Services	Y
				11/30/2022 01/04/2023			
8280	BUSSLER LAWN SERVICE		120.00	1 Transactions			
2412	GLENCOE REGIONAL HEALTH SERVICES						
	01-485-000-0000-6368		37.34	LABS MAR 2023 - CONFIDENTIAL	80001742	Medical & Blood Tests	6
2412	GLENCOE REGIONAL HEALTH SERVICES		37.34	1 Transactions			
1788	GUTZMANN/JAMES						
	01-485-490-0000-6047		348.00	CHORE SERVICE ID 831091.01		Chore Services	Y

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1788	GUTZMANN/JAMES		348.00	03/06/2023 03/17/2023	1 Transactions		
6009	INNOVATIVE OFFICE SOLUTIONS LLC 01-485-000-0000-6409		89.58	CARDSTOCK C&TC	IN4164378	Grant Funded Supplies	N
6009	INNOVATIVE OFFICE SOLUTIONS LLC		89.58	1 Transactions			
1210	MCKESSON MEDICAL SURGICAL 01-485-000-0000-6409		105.87	MEDICAL SUPPLIES	20523912 & 11160222	Grant Funded Supplies	N
	01-485-000-0000-6409		100.85-	MEDICAL SUPPLIES CREDIT	20523912 & 11160222	Grant Funded Supplies	N
1210	MCKESSON MEDICAL SURGICAL		5.02	2 Transactions			
47675	MSSA 01-485-000-0000-6245		65.00	HJ MEMBERSHIP DUES	88460	Dues & Registration Fees	N
47675	MSSA		65.00	1 Transactions			
3147	SHNFP 01-485-000-0000-6850		8,954.68	2ND QUARTER CONTRIBUTION	43892	Payments to Other Agencies	N
3147	SHNFP		8,954.68	1 Transactions			
67501	TRAILBLAZER TRANSIT 01-485-490-0000-6047		240.00	10 COMBO CARDS-CONFIDENTIAL	2023-02-592	Chore Services	N
67501	TRAILBLAZER TRANSIT		240.00	1 Transactions			
485	DEPT Total:		9,859.62	County Public Health Nursing	8 Vendors	9 Transactions	
520	DEPT			County Parks			
8537	O'BRIEN/DUSTIN 01-520-000-0000-6810		50.68	REFUND_ CAMPING	3783	Refunds & Reimbursements	N
8537	O'BRIEN/DUSTIN		50.68	1 Transactions			
520	DEPT Total:		50.68	County Parks	1 Vendors	1 Transactions	
603	DEPT			County Extension			
6009	INNOVATIVE OFFICE SOLUTIONS LLC 01-603-000-0000-6402		21.15	OFFICE SUPPLIES	IN4128498	Office Supplies	N
6009	INNOVATIVE OFFICE SOLUTIONS LLC		21.15	1 Transactions			

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Vendor	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
No.	<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>
603	DEPT Total:		21.15	County Extension	1 Vendors	1 Transactions
1	Fund Total:		191,865.54	GENERAL REVENUE FUND		110 Transactions

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3 ROAD & BRIDGE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
0	DEPT			...			
4382	RELIANCE STANDARD 03-000-000-0000-2044		56.00	APRIL MONTHLY PREMIUM 04/01/2023 04/30/2023	APRIL PREMIUMS	Vision Insurance Payable	N
4382	RELIANCE STANDARD		56.00	1 Transactions			
0	DEPT Total:		56.00	...	1 Vendors	1 Transactions	
310	DEPT			Highway Maintenance			
46470	MINNESOTA UNEMPLOYMENT INSURANCE 03-310-000-0000-6177		398.95	QTR 1 2023- K ZANOTH 01/01/2023 03/31/2023	07970346	Unemployment Compensation	N
46470	MINNESOTA UNEMPLOYMENT INSURANCE		398.95	1 Transactions			
4228	NORTH AMERICAN SAFETY 03-310-000-0000-6568		123.00	SAFETY SUPPLIES- JACKETS	INV75923	Safety Code Regulations	N
4228	NORTH AMERICAN SAFETY		123.00	1 Transactions			
5898	SAFEASSURE CONSULTANTS INC 03-310-000-0000-6568		6,632.03	2023 SAFETY TRAINING	3324	Safety Code Regulations	N
5898	SAFEASSURE CONSULTANTS INC		6,632.03	1 Transactions			
8532	SHERWIN WILLIAMS CO 03-310-000-0000-6568		2,950.00	PAINT- SAFETY SUPPLIES	0982-9	Safety Code Regulations	N
8532	SHERWIN WILLIAMS CO		2,950.00	1 Transactions			
310	DEPT Total:		10,103.98	Highway Maintenance	4 Vendors	4 Transactions	
320	DEPT			Highway Construction			
554	ERICKSON ENGINEERING COMPANY 03-320-000-0000-6265 03-320-000-0000-6265		1,541.00 268.00	CR 71, BRIDGE 43515 CSAH 17, BRIDGE 43505	15571 15599	Professional Services Professional Services	Y Y
554	ERICKSON ENGINEERING COMPANY		1,809.00	2 Transactions			
8538	LIETZ/JOHN F 03-320-000-0000-6639 03-320-000-0000-6640		4,300.00 10,000.00	ROW 043-070-023 RAB 115/25 ROW 043-070-023 RAB 115/25	06-051-0230 06-051-0230	Right-Of-Way Acquisition - Temp Right-Of-Way Acquisition	Y Y

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3 ROAD & BRIDGE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name	1099
8538	LIETZ/JOHN F				14,300.00							
8539	PRESBYTERIAN HOME CARE CENTERS INI											
		03-320-000-0000-6639			50.00	ROW: 43-070-023 RAB 115/25		23-491-0030		Right-Of-Way Acquisition - Temp		Y
		03-320-000-0000-6640			34,800.00	ROW: 43-070-023 RAB 115/25		23-491-0030		Right-Of-Way Acquisition		Y
8539	PRESBYTERIAN HOME CARE CENTERS INI				34,850.00							
320	DEPT Total:				50,959.00	Highway Construction			3 Vendors		6 Transactions	
330	DEPT					Highway Administration						
91	FRANKLIN PRINTING INC											
		03-330-000-0000-6402			29.25	NAME PLATE- PLAMANN		100195		Office Supplies		N
91	FRANKLIN PRINTING INC				29.25				1 Transactions			
1857	METRO SALES INC											
		03-330-000-0000-6321			67.07	COPIER MAINT MPC5503-HWY		INV2269280		Maintenance Agreements		N
1857	METRO SALES INC				67.07				1 Transactions			
330	DEPT Total:				96.32	Highway Administration			2 Vendors		2 Transactions	
340	DEPT					Highway Equipment Maintenance						
4286	BAUER BUILT											
		03-340-000-0000-6563			2,565.40	TIRES		940097608		Tires, Tubes & Batteries		N
4286	BAUER BUILT				2,565.40				1 Transactions			
8197	CENTRAL HYDRAULICS INC											
		03-340-000-0000-6425			16.48	PARTS		67833		Repair & Maintenance Supplies		N
8197	CENTRAL HYDRAULICS INC				16.48				1 Transactions			
32	CITY OF BROWNTON											
		03-340-000-0000-6253			127.16	ELECTRIC- BROWNTON SHOP		37911		Electricity		N
		03-340-000-0000-6255			955.29	GAS- BROWNTON SHOP		37911		Natural Gas		N
		03-340-000-0000-6257			92.82	WATER/ SEWER- BROWNTON SHOP		37911		Sewer, Water & Garbage Removal		N
32	CITY OF BROWNTON				1,175.27				3 Transactions			
8175	CNH INDUSTRIAL CAPITAL PRODUCTIVITY											
		03-340-000-0000-6255			134.75	P56273 - DEF		2283704		Natural Gas		N
		03-340-000-0000-6255			110.25	P57554 - DEF		2283704		Natural Gas		N

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



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

3 ROAD & BRIDGE FUND

Vendor No.	Name	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name	1099
8175	CNH INDUSTRIAL CAPITAL PRODUCTIVITY				245.00							
								2				
142	HUTCHINSON WHOLESALE SUPPLY COMP											
	03-340-000-0000-6425				32.99	PARTS		484694		Repair & Maintenance Supplies		N
142	HUTCHINSON WHOLESALE SUPPLY COMP				32.99							
								1				
8535	KRAIN CRREK FABRICATION INC											
	03-340-000-0000-6425				278.21	PARTS		13527		Repair & Maintenance Supplies		N
8535	KRAIN CRREK FABRICATION INC				278.21							
								1				
1051	LAKES GAS											
	03-340-000-0000-6255				71.47	PROPANE- SLATS		1987796		Natural Gas		N
	03-340-000-0000-6255				19.19	PROPANE- SLATS		2000080		Natural Gas		N
1051	LAKES GAS				90.66							
								2				
340	DEPT Total:				4,404.01	Highway Equipment Maintenance		7 Vendors			11 Transactions	
3	Fund Total:				65,619.31	ROAD & BRIDGE FUND					24 Transactions	

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



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5 SOLID WASTE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
391	DEPT			Solid Waste Tip Fee			
2777	ACE HARDWARE 05-391-000-0000-6402		34.18	HHW BROOMS	362593	Office Supplies	N
2777	ACE HARDWARE		34.18	1 Transactions			
134	CITY OF HUTCHINSON 05-391-000-0000-6960		2,632.50	1ST QUARTER	1ST QUARTER	Inter Governmental Payments	N
134	CITY OF HUTCHINSON		2,632.50	1 Transactions			
219	COUNTY OF MCLEOD 05-391-000-0000-6350		7.53	CERTIFIED LETTER		Other Services & Charges	N
219	COUNTY OF MCLEOD		7.53	1 Transactions			
6645	DEM-CON 05-391-000-0000-6259		12,101.59	DEM CON MAR.578.47 T	6761	Recycling	N
6645	DEM-CON		12,101.59	1 Transactions			
6217	FIRST STATE TIRE RECYCLING INC 05-391-000-0000-6269		150.00	TIRE RENTAL	120300	Contracts	N
6217	FIRST STATE TIRE RECYCLING INC		150.00	1 Transactions			
137	HUTCHINSON LEADER 05-391-000-0000-6243		568.00	HOME IMPROVEMENT AD	0323300497	Public Education	N
137	HUTCHINSON LEADER		568.00	1 Transactions			
3064	LOE'S OIL COMPANY 05-391-000-0000-6269		45.00	OIL FILTER DISPOSAL	91640	Contracts	N
3064	LOE'S OIL COMPANY		45.00	1 Transactions			
46470	MINNESOTA UNEMPLOYMENT INSURANCE 05-391-000-0000-6177		3,460.00	QTR 1 2023- T VALLACHER 01/01/2023 03/31/2023	07970346	Unemployment Compensation	N
46470	MINNESOTA UNEMPLOYMENT INSURANCE		3,460.00	1 Transactions			
5326	ULINE 05-391-000-0000-6402		158.71	15 GAL. PLASTIC DRUMS	161742636	Office Supplies	N
5326	ULINE		158.71	1 Transactions			
4170	WASTE MANAGEMENT OF WI MN						

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



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5 SOLID WASTE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
4170	WASTE MANAGEMENT OF WI MN		554.93	30 YD ROL T 292889	7762780-1593-3	Sewer, Water & Garbage Removal	N
			554.93	1 Transactions			
4147	WEST CENTRAL SANITATION INC						
	05-391-000-0000-6259		393.68	BROWNTON OCC	12732713	Recycling	N
	05-391-000-0000-6259		787.36	BROWNTON RECYCLING	12732713	Recycling	N
	05-391-000-0000-6259		196.84	LAKE MARION	12732713	Recycling	N
	05-391-000-0000-6259		986.32	SILVER LAKE	12732713	Recycling	N
	05-391-000-0000-6259		63.00	1065 5TH AVE SE	12732713	Recycling	N
	05-391-000-0000-6259		912.48	ACOMA TWP	12732713	Recycling	N
	05-391-000-0000-6259		952.00	LYNN RECYCLING	12732713	Recycling	N
	05-391-000-0000-6259		393.68	STEWART OCC	12732713	Recycling	N
	05-391-000-0000-6259		590.52	STEWART RECYCLING	12732713	Recycling	N
	05-391-000-0000-6259		5,967.22	GLENCOE	12732713	Recycling	N
	05-391-000-0000-6258		1,521.52	SCHOOL COLLECTION RECYCLING	12733460	School Recycling	N
	05-391-000-0000-6259		69.36	SILVER LAKE MUD COLLECTION	12733460	Recycling	N
	05-391-000-0000-6259		1,223.60	SILVER LAKE RDU COLLECTION	12733460	Recycling	N
	05-391-000-0000-6259		782.80	STEWARTD RDU COLLECTION	12733460	Recycling	N
	05-391-000-0000-6259		3,214.80	WINSTED RDU COLLECTION	12733460	Recycling	N
	05-391-000-0000-6259		115.60	WINSTED MUD COLLECTION	12733460	Recycling	N
	05-391-000-0000-6259		4,092.24	HUTCHINSON MUD COLLECTION	12733460	Recycling	N
	05-391-000-0000-6259		292.98	HUTCHINSON VALET SERVICE	12733460	Recycling	N
	05-391-000-0000-6259		11.56	LESTER PRAIRIE MUD COLLECTION	12733460	Recycling	N
	05-391-000-0000-6259		2,306.60	LESTER PRAIRIE RDU COLLECTION	12733460	Recycling	N
	05-391-000-0000-6259		15.42	PLATO VALET SERVICE	12733460	Recycling	N
	05-391-000-0000-6259		478.80	PLATO RDU COLLECTION	12733460	Recycling	N
	05-391-000-0000-6259		80.92	BROWNTON MUD COLLECTION	12733460	Recycling	N
	05-391-000-0000-6259		1,064.00	BROWNTON COLLECTION	12733460	Recycling	N
	05-391-000-0000-6259		152.00	BISCAY COLLECTION	12733460	Recycling	N
	05-391-000-0000-6259		7,592.40	GLENCOE COLLECTION	12733460	Recycling	N
	05-391-000-0000-6259		216.94	COUNTY BUILDINGS	12733460	Recycling	N
	05-391-000-0000-6259		20,489.60	HUTCHINSON RDU COLLECTION	12733460	Recycling	N
	05-391-000-0000-6259		453.73	GLENCOE MUD COLLECTION	12733460	Recycling	N
	05-391-000-0000-6269		3,600.03	SINGLE SORT	12735566	Contracts	N
	05-391-000-0000-6269		29,906.91	SOURCE SEPERATED	12735566	Contracts	N
4147	WEST CENTRAL SANITATION INC		88,924.91	31 Transactions			
391	DEPT Total:		108,637.35	Solid Waste Tip Fee	11 Vendors	41 Transactions	

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



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

5 SOLID WASTE FUND

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
5 Fund Total:		108,637.35	SOLID WASTE FUND		41 Transactions

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



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11 HUMAN SERVICE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
420	DEPT			Income Maintenance			
	1857 METRO SALES INC						
	11-420-600-0010-6321		25.94	RICOH MP6503SP	INV2267640	Maintenance Agreements	N
	1857 METRO SALES INC		25.94	1 Transactions			
46470	MINNESOTA UNEMPLOYMENT INSURANCE						
	11-420-600-0004-6177		61.18	QTR 1 2023 - A LOCY 01/01/2023 03/31/2023	07970346	Unemployment Compensation	N
46470	MINNESOTA UNEMPLOYMENT INSURANCE		61.18	1 Transactions			
4382	RELIANCE STANDARD						
	11-420-000-0000-2044		119.12	APRIL MONTHLY PREMIUM 04/01/2023 04/30/2023	APRIL PREMIUMS	Vision Insurance Payable	N
4382	RELIANCE STANDARD		119.12	1 Transactions			
420	DEPT Total:		206.24	Income Maintenance	3 Vendors	3 Transactions	
430	DEPT			Individual & Family Social Services			
	4382 RELIANCE STANDARD						
	11-430-000-0000-2044		244.48	APRIL MONTHLY PREMIUM 04/01/2023 04/30/2023	APRIL PREMIUMS	Vision Insurance Payable	N
4382	RELIANCE STANDARD		244.48	1 Transactions			
430	DEPT Total:		244.48	Individual & Family Social Services	1 Vendors	1 Transactions	
450	DEPT			Tri-Star			
	4382 RELIANCE STANDARD						
	11-450-000-0000-2044		5.84	APRIL MONTHLY PREMIUM 04/01/2023 04/30/2023	APRIL PREMIUMS	Vision Insurance Payable	N
4382	RELIANCE STANDARD		5.84	1 Transactions			
450	DEPT Total:		5.84	Tri-Star	1 Vendors	1 Transactions	
11	Fund Total:		456.56	HUMAN SERVICE FUND		5 Transactions	

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



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21 SWCD FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
696	DEPT			SWCD			
	253 LIGHT & POWER COMMISSION						
	21-696-000-0000-6253		27.47	ELECTRIC	11-829125-00	Electricity	N
				02/28/2023 03/31/2023			
	253 LIGHT & POWER COMMISSION		27.47		1 Transactions		
	4382 RELIANCE STANDARD						
	21-696-000-0000-2044		32.56	APRIL MONTHLY PREMIUM	APRIL PREMIUMS	Vision Insurance Payable	N
				04/01/2023 04/30/2023			
	4382 RELIANCE STANDARD		32.56		1 Transactions		
	6872 RMB ENVIRONMENTAL LABORATORIES IN						
	21-696-000-0000-6265		145.00	WATER ANALYSIS	D043067	Professional Services	N
	21-696-000-0000-6265		145.00	WATER ANALYSIS	D043207	Professional Services	N
	6872 RMB ENVIRONMENTAL LABORATORIES IN		290.00		2 Transactions		
696	DEPT Total:		350.03	SWCD	3 Vendors	4 Transactions	
697	DEPT			Drainage Inspector			
	4382 RELIANCE STANDARD						
	21-697-000-0000-2044		5.84	APRIL MONTHLY PREMIUM	APRIL PREMIUMS	Vision Insurance Payable	N
				04/01/2023 04/30/2023			
	4382 RELIANCE STANDARD		5.84		1 Transactions		
	4034 RINKE NOONAN						
	21-697-000-0000-6302		200.00	MAR MONTHLY INVOICE	355924	RIPARIAN AID EXPENSES	N
	4034 RINKE NOONAN		200.00		1 Transactions		
697	DEPT Total:		205.84	Drainage Inspector	2 Vendors	2 Transactions	
21	Fund Total:		555.87	SWCD FUND		6 Transactions	

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



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25 SPECIAL REVENUE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
3	DEPT 6057 CARS ON PATROL SHOP LLC 25-003-000-0000-6265		3,295.00	County Wide RADIO INSTALLATION	24235	Professional Services	Y
	6057 CARS ON PATROL SHOP LLC		3,295.00	1 Transactions			
3	DEPT Total:		3,295.00	County Wide	1 Vendors	1 Transactions	
122	DEPT 8078 TYLER TECHNOLOGIES INC 25-122-123-0000-6350	AP 4	900.00	Veteran Services - Grants OTHER SERVICES & CHARGES 04/12/2023 04/11/2024	TVB-MN-MCL-001-2	Other Services & Charges	N
	8078 TYLER TECHNOLOGIES INC		900.00	1 Transactions			
122	DEPT Total:		900.00	Veteran Services - Grants	1 Vendors	1 Transactions	
225	DEPT 900 STREICHERS INC 25-225-000-0000-6350 25-225-000-0000-6145		672.99 289.99	McLeod County Sheriff's Posse RADIO CASE RAINCOATS	11627377 11628161	Other Services & Charges Uniforms	N N
	900 STREICHERS INC		962.98	2 Transactions			
225	DEPT Total:		962.98	McLeod County Sheriff's Posse	1 Vendors	2 Transactions	
285	DEPT 3473 ALL STATE COMMUNICATION 25-285-000-0000-6610		30,000.00	E-911 System - Maintenance Grant DISPATCH REMODEL	334370	Capital - Computer Hardware Over \$5,000N	
	3473 ALL STATE COMMUNICATION		30,000.00	1 Transactions			
285	DEPT Total:		30,000.00	E-911 System - Maintenance Grant	1 Vendors	1 Transactions	
519	DEPT 4031 CROW RIVER SNO PROS 25-519-000-0000-6850		11,290.04	Snowmobile Trail Grant 3RD BENCHMARK 2023 01/16/2023 04/01/2023	3RD BENCHMARK	Collections for Other Agencies	N
	4031 CROW RIVER SNO PROS		11,290.04	1 Transactions			

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



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25 SPECIAL REVENUE FUND

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>1099</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
519	DEPT Total:		11,290.04	Snowmobile Trail Grant	1 Vendors	1 Transactions
25	Fund Total:		46,448.02	SPECIAL REVENUE FUND		6 Transactions

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



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86 TRUST & AGENCY FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
956	DEPT			Sales Tax			
8356	KONERZA/GORDON D 86-956-000-0000-6810		6.19	MN TAX	4186	Refunds & Reimbursements	S
8356	KONERZA/GORDON D		6.19	1 Transactions			
8537	O'BRIEN/DUSTIN 86-956-000-0000-6810		3.49	MN SALES TAX	3783	Refunds & Reimbursements	N
8537	O'BRIEN/DUSTIN		3.49	1 Transactions			
956	DEPT Total:		9.68	Sales Tax	2 Vendors	2 Transactions	
959	DEPT			LOCAL OPTION SALES TAX			
8356	KONERZA/GORDON D 86-959-000-0000-6810		0.45	LOST TAX	4186	Refunds & Reimbursements	S
8356	KONERZA/GORDON D		0.45	1 Transactions			
8537	O'BRIEN/DUSTIN 86-959-000-0000-6810		0.26	LOST SALES TAX	3783	Refunds & Reimbursements	N
8537	O'BRIEN/DUSTIN		0.26	1 Transactions			
959	DEPT Total:		0.71	LOCAL OPTION SALES TAX	2 Vendors	2 Transactions	
966	DEPT			Hutchinson City Sales Tax			
8356	KONERZA/GORDON D 86-966-000-0000-6810		0.45	LOCAL TAX	4186	Refunds & Reimbursements	S
8356	KONERZA/GORDON D		0.45	1 Transactions			
966	DEPT Total:		0.45	Hutchinson City Sales Tax	1 Vendors	1 Transactions	
975	DEPT			DNR Clearing Account			
509	MINNESOTA DNR 86-975-000-0000-6850		1,170.00	DNR CLAIM 4-11-23 TO 4-17-23	DNR CLAIM	Collections for Other Agencies	N
509	MINNESOTA DNR		1,170.00	1 Transactions			
975	DEPT Total:		1,170.00	DNR Clearing Account	1 Vendors	1 Transactions	
976	DEPT			Game & Fish Clearing Account			

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



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86 TRUST & AGENCY FUND

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

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
509	MINNESOTA DNR 86-976-000-0000-6850		G&F CLAIM 4-11-23 TO 4-17-23	DNR CLAIM	Collections for Other Agencies	N
509	MINNESOTA DNR		1 Transactions			
976	DEPT Total:		116.00 Game & Fish Clearing Account	1 Vendors	1 Transactions	
86	Fund Total:		1,296.84 TRUST & AGENCY FUND		7 Transactions	
	Final Total:		414,879.49	123 Vendors	199 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	191,865.54	GENERAL REVENUE FUND
	3	65,619.31	ROAD & BRIDGE FUND
	5	108,637.35	SOLID WASTE FUND
	11	456.56	HUMAN SERVICE FUND
	21	555.87	SWCD FUND
	25	46,448.02	SPECIAL REVENUE FUND
	86	1,296.84	TRUST & AGENCY FUND
	All Funds	414,879.49	Total

Approved by,

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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

Explode Dist. Formulas?: N

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: Y

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11 HUMAN SERVICE FUND

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
8145	A & K LAWNCARE 11-430-760-6230-6047		45.12	Chore Services Snow removal 03/06/2023 03/06/2023	830	Homemaker Services	Y
	11-430-760-6230-6047		45.12	Chore Services Snow removal 03/10/2023 03/10/2023	830	Homemaker Services	Y
8145	A & K LAWNCARE		90.24	2 Transactions			
4444	A2B TRANSPORTATION LLC 11-430-763-6160-6040		85.00	Transportation 03/20/2023 03/20/2023	1602	CADI/CAC/BI Transportation	N
4444	A2B TRANSPORTATION LLC		85.00	1 Transactions			
1948	ACC MIDWEST TRANSPORTATION, INC. 11-430-710-1160-6040		369.50	Transportation 02/20/2023 02/20/2023	C013246	Social Service Transportation	N
	11-420-650-2260-6217		26.00	██████████ 03/02/2023 03/02/2023	C013497	MA Transportation Assisted	N
	11-420-650-2260-6217		36.40	██████████ 03/02/2023 03/02/2023	C013497	MA Transportation Assisted	N
	11-430-750-5350-6083		320.00	Non- MA paid transportation 03/30/2023 03/30/2023	C013512	Family Support Program - D.D.	N
	11-420-650-2260-6217		26.00	██████████ 03/31/2023 03/31/2023	C013567	MA Transportation Assisted	N
	11-420-650-2260-6217		36.40	██████████ 03/31/2023 03/31/2023	C013567	MA Transportation Assisted	N
	11-420-650-2260-6217		26.00	██████████ 03/31/2023 03/31/2023	C013568	MA Transportation Assisted	N
	11-420-650-2260-6217		140.40	██████████ 03/31/2023 03/31/2023	C013568	MA Transportation Assisted	N
	11-420-650-2260-6217		26.00	██████████ 03/30/2023 03/30/2023	C013569	MA Transportation Assisted	N
	11-420-650-2260-6217		36.40	██████████ 03/30/2023 03/30/2023	C013569	MA Transportation Assisted	N
	11-420-650-2260-6217		140.40	██████████ 03/30/2023 03/30/2023	C013570	MA Transportation Assisted	N
	11-420-650-2260-6217		26.00	██████████ 03/30/2023 03/30/2023	C013570	MA Transportation Assisted	N
	11-420-650-2260-6217		22.00	██████████ 03/29/2023 03/29/2023	C013571	MA Transportation Assisted	N

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
11-420-650-2260-6217			7.80	[REDACTED] 03/29/2023 03/29/2023	C013571	MA Transportation Assisted	N
11-420-650-2260-6217			26.00	[REDACTED] 03/29/2023 03/29/2023	C013572	MA Transportation Assisted	N
11-420-650-2260-6217			140.40	[REDACTED] 03/29/2023 03/29/2023	C013572	MA Transportation Assisted	N
11-420-650-2260-6217			2.60	[REDACTED] 03/29/2023 03/29/2023	C013573	MA Transportation Assisted	N
11-420-650-2260-6217			13.00	[REDACTED] 03/29/2023 03/29/2023	C013573	MA Transportation Assisted	N
11-420-650-2260-6217			26.00	[REDACTED] 03/28/2023 03/28/2023	C013574	MA Transportation Assisted	N
11-420-650-2260-6217			36.40	[REDACTED] 03/28/2023 03/28/2023	C013574	MA Transportation Assisted	N
11-420-650-2260-6217			26.00	[REDACTED] 03/28/2023 03/28/2023	C013575	MA Transportation Assisted	N
11-420-650-2260-6217			140.40	[REDACTED] 03/28/2023 03/28/2023	C013575	MA Transportation Assisted	N
11-420-650-2260-6217			26.00	[REDACTED] 03/28/2023 03/28/2023	C013576	MA Transportation Assisted	N
11-420-650-2260-6217			163.80	[REDACTED] 03/28/2023 03/28/2023	C013576	MA Transportation Assisted	N
11-420-650-2260-6217			13.00	[REDACTED] 03/28/2023 03/28/2023	C013577	MA Transportation Assisted	N
11-420-650-2260-6217			3.90	[REDACTED] 03/28/2023 03/28/2023	C013577	MA Transportation Assisted	N
11-420-650-2260-6217			26.00	[REDACTED] 03/27/2023 03/27/2023	C013578	MA Transportation Assisted	N
11-420-650-2260-6217			36.40	[REDACTED] 03/27/2023 03/27/2023	C013578	MA Transportation Assisted	N
11-420-650-2260-6217			26.00	[REDACTED] 03/27/2023 03/27/2023	C013579;C013580	MA Transportation Assisted	N
11-420-650-2260-6217			132.60	[REDACTED] 03/27/2023 03/27/2023	C013579;C013580	MA Transportation Assisted	N
11-420-650-2260-6217			26.00	[REDACTED] 03/27/2023 03/27/2023	C013581	MA Transportation Assisted	N
11-420-650-2260-6217			140.40	[REDACTED] 03/27/2023 03/27/2023	C013581	MA Transportation Assisted	N
11-420-650-2260-6217			13.00	[REDACTED] 03/27/2023 03/27/2023	C013582	MA Transportation Assisted	N

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
11-420-650-2260-6217			18.20	03/24/2023 [REDACTED] 03/24/2023	C013582	MA Transportation Assisted	N
11-420-650-2260-6217			26.00	03/24/2023 [REDACTED] 03/24/2023	C013583	MA Transportation Assisted	N
11-420-650-2260-6217			36.40	03/23/2023 [REDACTED] 03/23/2023	C013583	MA Transportation Assisted	N
11-420-650-2260-6217			26.00	03/23/2023 [REDACTED] 03/23/2023	C013584	MA Transportation Assisted	N
11-420-650-2260-6217			140.40	03/23/2023 [REDACTED] 03/23/2023	C013584	MA Transportation Assisted	N
11-420-650-2260-6217			26.00	03/23/2023 [REDACTED] 03/23/2023	C013585	MA Transportation Assisted	N
11-420-650-2260-6217			140.40	03/22/2023 [REDACTED] 03/22/2023	C013585	MA Transportation Assisted	N
11-420-650-2260-6217			26.00	03/22/2023 [REDACTED] 03/22/2023	C013586	MA Transportation Assisted	N
11-420-650-2260-6217			117.00	03/22/2023 [REDACTED] 03/22/2023	C013586	MA Transportation Assisted	N
11-420-650-2260-6217			13.00	03/22/2023 [REDACTED] 03/22/2023	C013587	MA Transportation Assisted	N
11-420-650-2260-6217			2.60	03/22/2023 [REDACTED] 03/22/2023	C013587	MA Transportation Assisted	N
11-420-650-2260-6217			26.00	03/22/2023 [REDACTED] 03/22/2023	C013588	MA Transportation Assisted	N
11-420-650-2260-6217			36.40	03/21/2023 [REDACTED] 03/21/2023	C013588	MA Transportation Assisted	N
11-420-650-2260-6217			26.00	03/21/2023 [REDACTED] 03/21/2023	C013589	MA Transportation Assisted	N
11-420-650-2260-6217			140.40	03/21/2023 [REDACTED] 03/21/2023	C013589	MA Transportation Assisted	N
11-420-650-2260-6217			26.00	03/21/2023 [REDACTED] 03/21/2023	C013590	MA Transportation Assisted	N
11-420-650-2260-6217			80.60	03/21/2023 [REDACTED] 03/21/2023	C013590	MA Transportation Assisted	N
11-420-650-2260-6217			26.00	03/21/2023 [REDACTED] 03/21/2023	C013591	MA Transportation Assisted	N
11-420-650-2260-6217			36.40	03/20/2023 [REDACTED] 03/20/2023	C013591	MA Transportation Assisted	N

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description	Service Dates	Invoice #	Account/Formula Description	1099
						Paid On Bhf #	On Behalf of Name	
11-420-650-2260-6217			26.00	[REDACTED]	03/20/2023 03/20/2023	C013592	MA Transportation Assisted	N
11-420-650-2260-6217			140.40	[REDACTED]	03/20/2023 03/20/2023	C013592	MA Transportation Assisted	N
11-420-650-2260-6217			26.00	[REDACTED]	03/17/2023 03/17/2023	C013593	MA Transportation Assisted	N
11-420-650-2260-6217			36.40	[REDACTED]	03/17/2023 03/17/2023	C013593	MA Transportation Assisted	N
11-420-650-2260-6217			140.40	[REDACTED]	03/17/2023 03/17/2023	C013594	MA Transportation Assisted	N
11-420-650-2260-6217			26.00	[REDACTED]	03/17/2023 03/17/2023	C013594	MA Transportation Assisted	N
11-420-650-2260-6217			26.00	[REDACTED]	03/16/2023 03/16/2023	C013595	MA Transportation Assisted	N
11-420-650-2260-6217			36.40	[REDACTED]	03/16/2023 03/16/2023	C013595	MA Transportation Assisted	N
11-420-650-2260-6217			26.00	[REDACTED]	03/16/2023 03/16/2023	C013596	MA Transportation Assisted	N
11-420-650-2260-6217			140.40	[REDACTED]	03/16/2023 03/16/2023	C013596	MA Transportation Assisted	N
11-420-650-2260-6217			26.00	[REDACTED]	03/14/2023 03/14/2023	C013597	MA Transportation Assisted	N
11-420-650-2260-6217			18.20	[REDACTED]	03/14/2023 03/14/2023	C013597	MA Transportation Assisted	N
11-420-650-2260-6217			26.00	[REDACTED]	03/14/2023 03/14/2023	C013598	MA Transportation Assisted	N
11-420-650-2260-6217			36.40	[REDACTED]	03/14/2023 03/14/2023	C013598	MA Transportation Assisted	N
11-420-650-2260-6217			26.00	[REDACTED]	03/14/2023 03/14/2023	C013599	MA Transportation Assisted	N
11-420-650-2260-6217			140.40	[REDACTED]	03/14/2023 03/14/2023	C013599	MA Transportation Assisted	N
11-420-650-2260-6217			26.00	[REDACTED]	03/15/2023 03/15/2023	C013600	MA Transportation Assisted	N
11-420-650-2260-6217			140.40	[REDACTED]	03/15/2023 03/15/2023	C013600	MA Transportation Assisted	N
11-420-650-2260-6217			13.00	[REDACTED]	03/15/2023 03/15/2023	C013601	MA Transportation Assisted	N
11-420-650-2260-6217			3.90	[REDACTED]	03/14/2023 03/14/2023	C013601	MA Transportation Assisted	N

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
11-420-650-2260-6217			13.00	03/14/2023 [REDACTED] 03/14/2023	C013602	MA Transportation Assisted	N
11-420-650-2260-6217			2.60	03/15/2023 [REDACTED] 03/15/2023	C013602	MA Transportation Assisted	N
11-420-650-2260-6217			26.00	03/15/2023 [REDACTED] 03/15/2023	C013603	MA Transportation Assisted	N
11-420-650-2260-6217			140.40	03/13/2023 [REDACTED] 03/13/2023	C013603	MA Transportation Assisted	N
11-420-650-2260-6217			36.40	03/13/2023 [REDACTED] 03/13/2023	C013604	MA Transportation Assisted	N
11-420-650-2260-6217			26.00	03/10/2023 [REDACTED] 03/10/2023	C013604	MA Transportation Assisted	N
11-420-650-2260-6217			26.00	03/10/2023 [REDACTED] 03/10/2023	C013605	MA Transportation Assisted	N
11-420-650-2260-6217			140.40	03/10/2023 [REDACTED] 03/10/2023	C013605	MA Transportation Assisted	N
11-420-650-2260-6217			26.00	03/10/2023 [REDACTED] 03/10/2023	C013606	MA Transportation Assisted	N
11-420-650-2260-6217			39.00	03/10/2023 [REDACTED] 03/10/2023	C013606	MA Transportation Assisted	N
11-420-650-2260-6217			26.00	03/10/2023 [REDACTED] 03/10/2023	C013607	MA Transportation Assisted	N
11-420-650-2260-6217			36.40	03/09/2023 [REDACTED] 03/09/2023	C013607	MA Transportation Assisted	N
11-420-650-2260-6217			26.00	03/09/2023 [REDACTED] 03/09/2023	C013608	MA Transportation Assisted	N
11-420-650-2260-6217			140.40	03/08/2023 [REDACTED] 03/08/2023	C013608	MA Transportation Assisted	N
11-420-650-2260-6217			26.00	03/08/2023 [REDACTED] 03/08/2023	C013609	MA Transportation Assisted	N
11-420-650-2260-6217			140.40	03/09/2023 [REDACTED] 03/09/2023	C013609	MA Transportation Assisted	N
11-420-650-2260-6217			26.00	03/09/2023 [REDACTED] 03/09/2023	C013610	MA Transportation Assisted	N
11-420-650-2260-6217			52.00	03/09/2023 [REDACTED] 03/09/2023	C013610	MA Transportation Assisted	N
11-420-650-2260-6217			13.00	03/09/2023 [REDACTED] 03/09/2023	C013611	MA Transportation Assisted	N
				03/08/2023 03/08/2023			

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
11-420-650-2260-6217			2.60	[REDACTED] 03/08/2023 03/08/2023	C013611	MA Transportation Assisted	N
11-420-650-2260-6217			26.00	[REDACTED] 03/09/2023 03/09/2023	C013612	MA Transportation Assisted	N
11-420-650-2260-6217			91.00	[REDACTED] 03/09/2023 03/09/2023	C013612	MA Transportation Assisted	N
11-420-650-2260-6217			26.00	[REDACTED] 03/06/2023 03/06/2023	C013613	MA Transportation Assisted	N
11-420-650-2260-6217			36.40	[REDACTED] 03/06/2023 03/06/2023	C013613	MA Transportation Assisted	N
11-420-650-2260-6217			26.00	[REDACTED] 03/07/2023 03/07/2023	C013614	MA Transportation Assisted	N
11-420-650-2260-6217			36.40	[REDACTED] 03/07/2023 03/07/2023	C013614	MA Transportation Assisted	N
11-420-650-2260-6217			140.40	[REDACTED] 03/07/2023 03/07/2023	C013615	MA Transportation Assisted	N
11-420-650-2260-6217			26.00	[REDACTED] 03/07/2023 03/07/2023	C013615	MA Transportation Assisted	N
11-420-650-2260-6217			13.00	[REDACTED] 03/07/2023 03/07/2023	C013616	MA Transportation Assisted	N
11-420-650-2260-6217			3.90	[REDACTED] 03/07/2023 03/07/2023	C013616	MA Transportation Assisted	N
11-420-650-2260-6217			26.00	[REDACTED] 03/06/2023 03/06/2023	C013617	MA Transportation Assisted	N
11-420-650-2260-6217			140.40	[REDACTED] 03/06/2023 03/06/2023	C013617	MA Transportation Assisted	N
11-420-650-2260-6217			26.00	[REDACTED] 03/03/2023 03/03/2023	C013618	MA Transportation Assisted	N
11-420-650-2260-6217			7.80	[REDACTED] 03/03/2023 03/03/2023	C013618	MA Transportation Assisted	N
11-420-650-2260-6217			26.00	[REDACTED] 03/03/2023 03/03/2023	C013619	MA Transportation Assisted	N
11-420-650-2260-6217			140.40	[REDACTED] 03/03/2023 03/03/2023	C013619	MA Transportation Assisted	N
11-420-650-2260-6217			13.00	[REDACTED] 03/03/2023 03/03/2023	C013620	MA Transportation Assisted	N
11-420-650-2260-6217			80.60	[REDACTED] 03/03/2023 03/03/2023	C013620	MA Transportation Assisted	N
11-420-650-2260-6217			13.00	[REDACTED] 03/03/2023 03/03/2023	C013621	MA Transportation Assisted	N

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
11-420-650-2260-6217			79.30	03/04/2023 [REDACTED]	03/04/2023 C013621	MA Transportation Assisted	N
11-420-650-2260-6217			26.00	03/04/2023 [REDACTED]	03/04/2023 C013622	MA Transportation Assisted	N
11-420-650-2260-6217			140.40	03/02/2023 [REDACTED]	03/02/2023 C013622	MA Transportation Assisted	N
11-420-650-2260-6217			26.00	03/02/2023 [REDACTED]	03/02/2023 C013623	MA Transportation Assisted	N
11-420-650-2260-6217			36.40	03/01/2023 [REDACTED]	03/01/2023 C013623	MA Transportation Assisted	N
11-420-650-2260-6217			26.00	03/01/2023 [REDACTED]	03/01/2023 C013624	MA Transportation Assisted	N
11-420-650-2260-6217			140.40	03/01/2023 [REDACTED]	03/01/2023 C013624	MA Transportation Assisted	N
11-420-650-2260-6217			13.00	03/01/2023 [REDACTED]	03/01/2023 C013625	MA Transportation Assisted	N
11-420-650-2260-6217			2.60	03/01/2023 [REDACTED]	03/01/2023 C013625	MA Transportation Assisted	N
11-420-650-2260-6217			26.00	03/01/2023 [REDACTED]	03/01/2023 C013626	MA Transportation Assisted	N
11-420-650-2260-6217			7.80	03/01/2023 [REDACTED]	03/01/2023 C013626	MA Transportation Assisted	N
1948	ACC MIDWEST TRANSPORTATION, INC.		6,694.10	03/01/2023	03/01/2023 122 Transactions		
11039	ANOKA COUNTY CORRECTIONS						
11-430-710-1850-6091			8,973.00	MARCH 2023 - EAST CENTRAL RJC 03/01/2023	03/31/2023	Corrections	N
11039	ANOKA COUNTY CORRECTIONS		8,973.00		1 Transactions		
[REDACTED]	[REDACTED]						
11-430-710-1810-6057			1,812.26	Child Family Foster Care 03/01/2023	03/31/2023	Foster Care - Children	N
11-420-650-2260-6216			13.89	MILEAGE REIMBURSEMENT 02/15/2023	02/15/2023	MA Transportation For Fam Memb @ .	N
11-420-650-2260-6216			68.90	MILEAGE REIMBURSEMENT 02/08/2023	02/08/2023	MA Transportation For Fam Memb @ .	N
11-420-650-2260-6216			13.89	MILEAGE REIMBURSEMENT 03/01/2023	03/01/2023	MA Transportation For Fam Memb @ .	N

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	11-420-650-2260-6216		68.90	MILEAGE REIMBURSEMENT 03/12/2023 03/12/2023		MA Transportation For Fam Memb @ .	N
	11-420-650-2260-6216		68.90	MILEAGE REIMBURSEMENT 03/20/2023 03/20/2023		MA Transportation For Fam Memb @ .	N
	11-420-650-2260-6216		13.89	MILEAGE REIMBURSEMENT 03/31/2023 03/31/2023		MA Transportation For Fam Memb @ .	N
	11-420-650-2260-6216		13.89	MILEAGE REIMBURSEMENT 03/15/2023 03/15/2023		MA Transportation For Fam Memb @ .	N
			2,074.52	8 Transactions			
	11-430-750-5350-6083		259.49	Monthly FSG for informal respi 04/01/2023 04/30/2023		Family Support Program - D.D.	N
			259.49	1 Transactions			
	11-430-750-5350-6083		259.49	Monthly FSG for respite 04/01/2023 04/30/2023		Family Support Program - D.D.	N
			259.49	1 Transactions			
	11-430-750-5350-6083		259.49	FSG monthly - Respite SA crea 04/01/2023 04/30/2023		Family Support Program - D.D.	N
			259.49	1 Transactions			
	11-430-750-5350-6083		259.49	2023 FSG, to be used for appro 04/01/2023 04/30/2023		Family Support Program - D.D.	N
	11-430-750-5350-6083		259.49	2023 FSG to be used for approv 04/01/2023 04/30/2023		Family Support Program - D.D.	N
			518.98	2 Transactions			
3608	BROWN COUNTY EVALUATION CENTER						
	11-430-730-3710-6061		1,488.00	Detoxification- 03/24/2023 03/27/2023	213818	Detox	N
	11-430-730-3710-6061		744.00	Detoxification- 04/01/2023 04/02/2023	213833	Detox	N
	11-430-730-3710-6061		1,116.00	Detoxification- 03/28/2023 03/30/2023	213833	Detox	N

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3608	BROWN COUNTY EVALUATION CENTER		3,348.00		3 Transactions		
	██████████ 11-430-750-5350-6083		259.49	Family Support Program - month 04/01/2023 04/30/2023		Family Support Program - D.D.	Y
	██████████		259.49	1 Transactions			
54180	CENTRAL MINNESOTA JOBS & TRAINING						
	11-430-720-2370-6035		4,349.20	INV# 3 - DWP 03/01/2023 03/31/2023		DWP Employment Services	N
	11-430-720-2370-6036		13,798.61	INV# 3 - MFIP 03/01/2023 03/31/2023		Statewide MFIP Employment Services	N
54180	CENTRAL MINNESOTA JOBS & TRAINING		18,147.81	2 Transactions			
	██████████ 11-430-740-4890-6048		108.36	██████████ 03/17/2023 03/19/2023		Child MH Respite Care Tri-County Gra	Y
	██████████		108.36	1 Transactions			
	██████████ 11-430-760-6950-6050		111.50	Guardianship/Conservatorship 03/01/2023 03/31/2023		Guardianship/Conservator Fees	Y
	██████████		111.50	1 Transactions			
	██████████ 11-430-710-1810-6057		951.70	Child Family Foster Care 03/01/2023 03/31/2023		Foster Care - Children	Y
	11-430-710-1810-6057		951.70	Child Family Foster Care 03/01/2023 03/31/2023		Foster Care - Children	Y
	11-430-710-1810-6057		951.70	Child Family Foster Care 03/01/2023 03/31/2023		Foster Care - Children	Y
	██████████		2,855.10	3 Transactions			
	██████████ 11-430-750-5350-6083		259.49	Monthly FSG - On-going grant t 04/01/2023 04/30/2023		Family Support Program - D.D.	N
	██████████		259.49	1 Transactions			
	██████████ 11-430-750-5350-6083		200.00	Family Support Grant - 3/10/2		Family Support Program - D.D.	N

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
			200.00	03/01/2023 03/31/2023 1 Transactions			
	11-430-710-1880-6057		512.00	Supervised Independent Living		Supervised Independent Living (18-20)	N
			512.00	03/01/2023 03/31/2023 1 Transactions			
	11-430-710-1810-6057		1,085.31	Child Family Foster Care		Foster Care - Children	N
	11-430-710-1810-6057		1,355.63	03/01/2023 03/31/2023 Child Family Foster Care		Foster Care - Children	N
	11-430-710-1810-6057		1,355.63	03/01/2023 03/31/2023 Child Family Foster Care		Foster Care - Children	N
			3,796.57	03/01/2023 03/31/2023 3 Transactions			
	11-420-650-2260-6216		3.84	MILEAGE REIMBURSEMENT		MA Transportation For Fam Memb @ .	N
	11-420-650-2260-6216		3.84	01/02/2023 01/02/2023 MILEAGE REIMBURSEMENT		MA Transportation For Fam Memb @ .	N
	11-420-650-2260-6216		3.84	01/04/2023 01/04/2023 MILEAGE REIMBURSEMENT		MA Transportation For Fam Memb @ .	N
	11-420-650-2260-6216		3.84	01/06/2023 01/06/2023 MILEAGE REIMBURSEMENT		MA Transportation For Fam Memb @ .	N
	11-420-650-2260-6216		3.84	01/09/2023 01/09/2023 MILEAGE REIMBURSEMENT		MA Transportation For Fam Memb @ .	N
	11-420-650-2260-6216		3.84	01/11/2023 01/11/2023 MILEAGE REIMBURSEMENT		MA Transportation For Fam Memb @ .	N
	11-420-650-2260-6216		3.84	01/13/2023 01/13/2023 MILEAGE REIMBURSEMENT		MA Transportation For Fam Memb @ .	N
	11-420-650-2260-6216		3.84	01/16/2023 01/16/2023 MILEAGE REIMBURSEMENT		MA Transportation For Fam Memb @ .	N
	11-420-650-2260-6216		3.84	01/18/2023 01/18/2023 MILEAGE REIMBURSEMENT		MA Transportation For Fam Memb @ .	N
	11-420-650-2260-6216		3.84	01/20/2023 01/20/2023 MILEAGE REIMBURSEMENT		MA Transportation For Fam Memb @ .	N
	11-420-650-2260-6216		3.84	01/23/2023 01/23/2023 MILEAGE REIMBURSEMENT		MA Transportation For Fam Memb @ .	N
	11-420-650-2260-6216		3.84	01/25/2023 01/25/2023 MILEAGE REIMBURSEMENT		MA Transportation For Fam Memb @ .	N

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
11-420-650-2260-6216			3.84	MILEAGE REIMBURSEMENT 01/27/2023 01/27/2023		MA Transportation For Fam Memb @ .	N
11-420-650-2260-6216			3.84	MILEAGE REIMBURSEMENT 01/30/2023 01/30/2023		MA Transportation For Fam Memb @ .	N
11-420-650-2260-6216			3.84	MILEAGE REIMBURSEMENT 02/01/2023 02/01/2023		MA Transportation For Fam Memb @ .	N
11-420-650-2260-6216			3.84	MILEAGE REIMBURSEMENT 02/03/2023 02/03/2023		MA Transportation For Fam Memb @ .	N
11-420-650-2260-6216			3.84	MILEAGE REIMBURSEMENT 02/06/2023 02/06/2023		MA Transportation For Fam Memb @ .	N
11-420-650-2260-6216			3.84	MILEAGE REIMBURSEMENT 02/16/2023 02/16/2023		MA Transportation For Fam Memb @ .	N
11-420-650-2260-6216			3.84	MILEAGE REIMBURSEMENT 02/21/2023 02/21/2023		MA Transportation For Fam Memb @ .	N
11-420-650-2260-6216			3.84	MILEAGE REIMBURSEMENT 02/14/2023 02/14/2023		MA Transportation For Fam Memb @ .	N
11-420-650-2260-6216			3.84	MILEAGE REIMBURSEMENT 02/08/2023 02/08/2023		MA Transportation For Fam Memb @ .	N
11-420-650-2260-6216			3.84	MILEAGE REIMBURSEMENT 02/10/2023 02/10/2023		MA Transportation For Fam Memb @ .	N
11-420-650-2260-6216			3.84	MILEAGE REIMBURSEMENT 02/13/2023 02/13/2023		MA Transportation For Fam Memb @ .	N
11-420-650-2260-6216			3.84	MILEAGE REIMBURSEMENT 02/15/2023 02/15/2023		MA Transportation For Fam Memb @ .	N
11-420-650-2260-6216			3.84	MILEAGE REIMBURSEMENT 02/17/2023 02/17/2023		MA Transportation For Fam Memb @ .	N
11-420-650-2260-6216			3.84	MILEAGE REIMBURSEMENT 02/20/2023 02/20/2023		MA Transportation For Fam Memb @ .	N
11-420-650-2260-6216			3.84	MILEAGE REIMBURSEMENT 02/22/2023 02/22/2023		MA Transportation For Fam Memb @ .	N
11-420-650-2260-6216			3.84	MILEAGE REIMBURSEMENT 02/24/2023 02/24/2023		MA Transportation For Fam Memb @ .	N
11-420-650-2260-6216			3.84	MILEAGE REIMBURSEMENT 02/27/2023 02/27/2023		MA Transportation For Fam Memb @ .	N
11-420-650-2260-6216			12.86	MILEAGE REIMBURSEMENT 01/30/2023 01/30/2023		MA Transportation For Fam Memb @ .	N
			120.38				
							29 Transactions

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
	11-430-750-5350-6083		259.49	Monthly FSG Grant used for inf		Family Support Program - D.D.	N
			259.49	04/01/2023 04/30/2023 1 Transactions			
	11-430-760-6950-6050		150.00	Guardianship/Conservatorship		Guardianship/Conservator Fees	Y
			150.00	03/01/2023 03/31/2023 1 Transactions			
12054	DEPARTMENT OF CORRECTIONS						
	11-430-710-1850-6091		8,060.00		00000738986	Corrections	N
			8,060.00	03/01/2023 03/31/2023 1 Transactions			
16452	DEPT OF HUMAN SERVICES						
	11-430-740-4720-6074		1,329.90	(15) - MSOP - 462		State Hospital Expenses - Mentally III	N
				03/01/2023 03/31/2023			
	11-430-740-4720-6074		297.60	(7) - St. Peter RTC - 472		State Hospital Expenses - Mentally III	N
				03/29/2023 03/31/2023			
	11-430-740-4720-6074		3,075.20	(7)- ST. PETER RTC - 472		State Hospital Expenses - Mentally III	N
				03/01/2023 03/31/2023			
	11-430-740-4720-6074		3,075.20	(7)- St Peter RTC- 472		State Hospital Expenses - Mentally III	N
				03/01/2023 03/31/2023			
	11-430-740-4720-6074		2,092.50	(6) - Moose Lake RTC-462		State Hospital Expenses - Mentally III	N
				03/01/2023 03/31/2023			
	11-430-740-4720-6074		3,075.20	(7) - St. Peter RTC - 472		State Hospital Expenses - Mentally III	N
				03/01/2023 03/31/2023			
	11-430-740-4720-6074		1,329.90	(15) - MSOP - 462		State Hospital Expenses - Mentally III	N
				03/01/2023 03/31/2023			
	11-430-740-4720-6074		610.70	(6) - MOOSE LAKE RTC - 462		State Hospital Expenses - Mentally III	N
				03/01/2023 03/31/2023			
	11-430-740-4720-6074		1,329.90	(15) - MSOP - 462		State Hospital Expenses - Mentally III	N
				03/01/2023 03/31/2023			
	11-430-720-2112-6067		1,239.00	CCAP BSF CO MATCH	A300MC432411	BSF Child Care - Outside Childs Home	N
				02/01/2023 02/28/2023			
	11-430-720-2112-6067		571.65	CCAP RECOVERIES	A300MC432411	BSF Child Care - Outside Childs Home	N
				02/01/2023 02/28/2023			
16452	DEPT OF HUMAN SERVICES		18,026.75	11 Transactions			
17133	DIVERSIFIED LIFESTYLES II						

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
11-430-750-5340-6073			1,878.40	Semi-Independent Living Serv 02/01/2023 02/28/2023		SILS	N
11-430-750-5340-6073			105.50	8 hours /week 04/01/2022 04/30/2022		SILS	N
11-430-750-5340-6073			379.80	Semi-Independent Living Serv 07/01/2022 07/31/2022		SILS	N
11-430-750-5340-6073			2,254.08	Semi-Independent Living Serv 02/01/2023 02/28/2023		SILS	N
11-430-750-5340-6073			1,432.28	Semi-Independent Living Serv 02/01/2023 02/28/2023		SILS	N
11-430-750-5340-6073			1,232.70	Semi-Independent Living Serv 02/01/2023 02/28/2023		SILS	N
11-430-750-5340-6073			1,127.04	Semi-Independent Living Serv 02/01/2023 02/28/2023		SILS	N
11-430-750-5340-6073			1,584.90	Semi-Independent Living Serv 02/01/2023 02/28/2023		SILS	N
11-430-750-5340-6073			1,127.04	Semi-Independent Living Serv 02/01/2023 02/28/2023		SILS	N
11-430-750-5340-6073			516.95	Semi-Independent Living Serv 08/01/2022 08/31/2022		SILS	N
11-430-750-5340-6073			211.32	Semi-Independent Living Serv 01/01/2023 01/31/2023		SILS	N
11-430-750-5340-6073			1,103.56	Semi-Independent Living Serv 02/01/2023 02/28/2023		SILS	N
17133	DIVERSIFIED LIFESTYLES II		12,953.57	12 Transactions			
454	DNA DIAGNOSTICS CENTER, INC.						
11-420-640-0010-6294			27.00	INV#3218321-1; [REDACTED] 03/02/2023 03/02/2023		Blood Testing Paternity	N
11-420-640-0010-6294			33.00	INV#3186919-1; [REDACTED] 03/06/2023 03/06/2023		Blood Testing Paternity	N
11-420-640-0010-6294			81.00	[REDACTED] 03/10/2023 03/15/2023	3331251-1	Blood Testing Paternity	N
454	DNA DIAGNOSTICS CENTER, INC.		141.00	3 Transactions			
[REDACTED]							
11-430-750-5350-6083			259.49	Family Support Program SA cre 04/01/2023 04/30/2023		Family Support Program - D.D.	N

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
			259.49		1 Transactions		
	11-430-750-5350-6083		259.49	FSG monthly SA created by Cas 02/01/2023 02/28/2023		Family Support Program - D.D.	N
	11-430-750-5350-6083		259.49	FSG monthly SA created by Cas 04/01/2023 04/30/2023		Family Support Program - D.D.	N
			518.98		2 Transactions		
	11-430-750-5350-6083		259.49	Monthly Family Support Grant f 04/01/2023 04/30/2023		Family Support Program - D.D.	N
			259.49		1 Transactions		
8454	ELLISON CENTER 11-430-709-0000-6265		765.00	MCLEOD CPS GROUP 03/08/2023 03/08/2023	2392	Professional Services	Y
8454	ELLISON CENTER		765.00		1 Transactions		
	11-430-760-6950-6050		150.00	Guardianship/Conservatorship 03/01/2023 03/31/2023		Guardianship/Conservator Fees	Y
			150.00		1 Transactions		
	11-430-750-5350-6083		259.49	FSG monthly SA created by Cas 04/01/2023 04/30/2023		Family Support Program - D.D.	N
			259.49		1 Transactions		
	11-430-763-6250-6078		46.10	Home maker services, 4 hours E 03/18/2023 03/18/2023		Homemaking Services	Y
	11-430-763-6250-6078		46.10	Home maker services, 4 hours E 03/03/2023 03/03/2023		Homemaking Services	Y
	11-430-763-6250-6078		36.88	Home maker services, 4 hours E 03/28/2023 03/28/2023		Homemaking Services	Y
			129.08		3 Transactions		
11782	GERARD ACADEMY 11-430-740-4830-6055		5,859.93	Children's Residential Treatme		Rule 5 Residential Treatment - E.H.C.	Y

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
11782	GERARD ACADEMY		5,859.93	03/01/2023 03/31/2023 1 Transactions			
	██████████ 11-420-650-2260-6216		25.08	MILEAGE REIMBURSEMENT 03/03/2023 03/03/2023 1 Transactions		MA Transportation For Fam Memb @ .	N
	██████████ 11-430-750-5350-6083		259.49	FSG monthly SA created by Ca 04/01/2023 04/30/2023 1 Transactions		Family Support Program - D.D.	Y
52052	GOLDEN TONGUE CONSULTANTS INC 11-430-710-1150-6039		90.00	INV# 112170 03/23/2023 03/23/2023 1 Transactions		Interpreter Services	N
52052	GOLDEN TONGUE CONSULTANTS INC		90.00				
52053	GOLDEN TONGUE CONSULTANTS INC 11-430-760-6150-6039		198.00	Interpreter Services 03/22/2023 03/22/2023 1 Transactions	112169	Interpreter Services	N
52053	GOLDEN TONGUE CONSULTANTS INC		198.00				
	██████████ 11-430-760-6230-6047		86.48	Chore services - 23 units/serv 03/17/2023 03/17/2023		Homemaker Services	Y
	11-430-760-6230-6047		86.48	Snow removal - average 1x/week 03/06/2023 03/06/2023		Homemaker Services	Y
	11-430-760-6230-6047		86.48	Snow removal - average 1x/week 03/10/2023 03/10/2023		Homemaker Services	Y
	11-430-760-6230-6047		86.48	Snow removal - average 1x/week 03/17/2023 03/17/2023		Homemaker Services	Y
	11-430-760-6230-6047		86.48	Chore services - 23 units/serv 03/10/2023 03/10/2023		Homemaker Services	Y
	11-430-760-6230-6047		86.48	Chore services - 23 units/serv 03/18/2023 03/18/2023		Homemaker Services	Y
	11-430-760-6230-6047		86.48	Chore services - 23 units/serv 03/06/2023 03/06/2023		Homemaker Services	Y
	██████████		605.36	7 Transactions			

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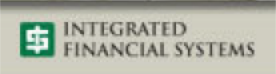


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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
28450	HARRY MEYERING CTR INC-SILS 11-430-750-5340-6073		507.26	Semi-Independent Living Serv 03/01/2023 03/31/2023		SILS	N
28450	HARRY MEYERING CTR INC-SILS		507.26	1 Transactions			
	[REDACTED] 11-430-710-1880-6057		172.00	Supervised Independent Living 03/01/2023 03/31/2023		Supervised Independent Living (18-20)	N
	[REDACTED]		172.00	1 Transactions			
	[REDACTED] 11-430-710-1810-6057		1,127.16	Child Family Foster Care 03/01/2023 03/31/2023		Foster Care - Children	N
	[REDACTED] 11-430-750-5350-6083		144.00	Family Support Program for fam 03/25/2023 03/25/2023		Family Support Program - D.D.	N
	[REDACTED]		1,271.16	2 Transactions			
1972	HONEY DO LAWN SERVICE 11-430-760-6230-6047		120.32	2022 Chore Services - Snow Rem 03/06/2023 03/06/2023		Homemaker Services	Y
	[REDACTED] 11-430-760-6230-6047		120.32	2022 Chore Services - Snow Rem 03/07/2023 03/07/2023		Homemaker Services	Y
	[REDACTED] 11-430-760-6230-6047		120.32	2022 Chore Services - Snow Rem 03/10/2023 03/10/2023		Homemaker Services	Y
	[REDACTED] 11-430-760-6230-6047		120.32	2022 Chore Services - Snow Rem 03/17/2023 03/17/2023		Homemaker Services	Y
	[REDACTED] 11-430-760-6230-6047		120.32	2022 Chore Services - Snow Rem 03/31/2023 03/31/2023		Homemaker Services	Y
1972	HONEY DO LAWN SERVICE		601.60	5 Transactions			
	[REDACTED] 11-430-710-1810-6057		894.14	Child Family Foster Care 03/01/2023 03/26/2023		Foster Care - Children	N
	[REDACTED]		894.14	1 Transactions			
	[REDACTED] 11-430-740-4520-6065		438.00	3HRS IND/CLINICAL SUPERVISION 03/13/2023 03/27/2023		Mental Health Center - Adult	Y
	[REDACTED]		438.00	1 Transactions			

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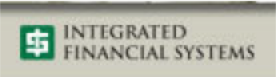


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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
	11-430-763-6250-6078		20.16	9 hours/mo or 36 units/mo MAX 03/01/2023 03/01/2023		Homemaking Services	Y
	11-430-763-6250-6078		20.16	9 hours/mo or 36 units/mo MAX 03/03/2023 03/03/2023		Homemaking Services	Y
	11-430-763-6250-6078		20.16	9 hours/mo or 36 units/mo MAX 03/08/2023 03/08/2023		Homemaking Services	Y
	11-430-763-6250-6078		20.16	9 hours/mo or 36 units/mo MAX 03/10/2023 03/10/2023		Homemaking Services	Y
	11-430-763-6250-6078		20.16	9 hours/mo or 36 units/mo MAX 03/15/2023 03/15/2023		Homemaking Services	Y
	11-430-763-6250-6078		20.16	9 hours/mo or 36 units/mo MAX 03/17/2023 03/17/2023		Homemaking Services	Y
	11-430-763-6250-6078		20.16	9 hours/mo or 36 units/mo MAX 03/20/2023 03/20/2023		Homemaking Services	Y
	11-430-763-6250-6078		20.16	9 hours/mo or 36 units/mo MAX 03/22/2023 03/22/2023		Homemaking Services	Y
	11-430-763-6250-6078		20.16	9 hours/mo or 36 units/mo MAX 03/27/2023 03/27/2023		Homemaking Services	Y
			181.44	9 Transactions			
	11-430-750-5350-6083		259.49	Monthly FSG SA Created by ca 04/01/2023 04/30/2023		Family Support Program - D.D.	N
			259.49	1 Transactions			
	11-430-750-5350-6083		259.49	2023 FSG 04/01/2023 04/30/2023		Family Support Program - D.D.	N
			259.49	1 Transactions			
	11-430-710-1810-6057		723.54	Child Family Foster Care 03/01/2023 03/31/2023		Foster Care - Children	N
			723.54	1 Transactions			
	11-430-710-1810-6057		805.22	Child Family Foster Care 03/01/2023 03/19/2023		Foster Care - Children	N

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
			805.22		1		
	11-430-750-5350-6083		259.49	FSG monthly respite and items 04/01/2023 04/30/2023		Family Support Program - D.D.	N
	11-420-650-2260-6216		7.92	MILEAGE REIMBURSEMENT 03/23/2023 03/23/2023		MA Transportation For Fam Memb @	N
	11-420-650-2260-6216		7.92	MILEAGE REIMBURSEMENT 03/08/2023 03/08/2023		MA Transportation For Fam Memb @	N
	11-420-650-2260-6216		7.92	MILEAGE REIMBURSEMENT 03/31/2023 03/31/2023		MA Transportation For Fam Memb @	N
	11-420-650-2260-6216		7.92	MILEAGE REIMBURSEMENT 03/09/2023 03/09/2023		MA Transportation For Fam Memb @	N
	11-420-650-2260-6216		7.92	MILEAGE REIMBURSEMENT 03/10/2023 03/10/2023		MA Transportation For Fam Memb @	N
	11-420-650-2260-6216		7.92	MILEAGE REIMBURSEMENT 03/13/2023 03/13/2023		MA Transportation For Fam Memb @	N
	11-420-650-2260-6216		22.00	MILEAGE REIMBURSEMENT 03/14/2023 03/14/2023		MA Transportation For Fam Memb @	N
	11-420-650-2260-6216		7.92	MILEAGE REIMBURSEMENT 03/15/2023 03/15/2023		MA Transportation For Fam Memb @	N
	11-420-650-2260-6216		7.92	MILEAGE REIMBURSEMENT 03/16/2023 03/16/2023		MA Transportation For Fam Memb @	N
	11-420-650-2260-6216		7.92	MILEAGE REIMBURSEMENT 03/17/2023 03/17/2023		MA Transportation For Fam Memb @	N
	11-420-650-2260-6216		7.92	MILEAGE REIMBURSEMENT 03/20/2023 03/20/2023		MA Transportation For Fam Memb @	N
	11-420-650-2260-6216		7.92	MILEAGE REIMBURSEMENT 03/21/2023 03/21/2023		MA Transportation For Fam Memb @	N
	11-420-650-2260-6216		7.92	MILEAGE REIMBURSEMENT 03/22/2023 03/22/2023		MA Transportation For Fam Memb @	N
	11-420-650-2260-6216		7.92	MILEAGE REIMBURSEMENT 03/24/2023 03/24/2023		MA Transportation For Fam Memb @	N
	11-420-650-2260-6216		7.92	MILEAGE REIMBURSEMENT 03/27/2023 03/27/2023		MA Transportation For Fam Memb @	N
	11-420-650-2260-6216		7.92	MILEAGE REIMBURSEMENT 03/28/2023 03/28/2023		MA Transportation For Fam Memb @	N
	11-420-650-2260-6216		7.92	MILEAGE REIMBURSEMENT 03/29/2023 03/29/2023		MA Transportation For Fam Memb @	N

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
	11-420-650-2260-6216		7.92	MILEAGE REIMBURSEMENT 03/30/2023 03/30/2023		MA Transportation For Fam Memb @ .	N
	11-420-650-2260-6216		7.92	MILEAGE REIMBURSEMENT 03/01/2023 03/01/2023		MA Transportation For Fam Memb @ .	N
	11-420-650-2260-6216		7.92	MILEAGE REIMBURSEMENT 03/02/2023 03/02/2023		MA Transportation For Fam Memb @ .	N
	11-420-650-2260-6216		7.92	MILEAGE REIMBURSEMENT 03/03/2023 03/03/2023		MA Transportation For Fam Memb @ .	N
	11-420-650-2260-6216		7.92	MILEAGE REIMBURSEMENT 03/06/2023 03/06/2023		MA Transportation For Fam Memb @ .	N
	11-420-650-2260-6216		7.92	MILEAGE REIMBURSEMENT 03/07/2023 03/07/2023		MA Transportation For Fam Memb @ .	N
			455.73	24 Transactions			
	11-430-750-5350-6083		549.71	Family Support Program; lump s 04/01/2023 04/30/2023		Family Support Program - D.D.	N
			549.71	1 Transactions			
	11-430-750-5350-6083		259.49	On-going monthly FSG respite 04/01/2023 04/30/2023		Family Support Program - D.D.	N
			259.49	1 Transactions			
	11-430-710-1810-6057		245.07	Child Family Foster Care 03/06/2023 03/12/2023		Foster Care - Children	N
			245.07	1 Transactions			
41381	LUTHERAN SOCIAL SERVICES-SILS 11-430-750-5340-6073		87.28	Semi-Independent Living Servic 03/01/2023 03/31/2023		SILS	N
41381	LUTHERAN SOCIAL SERVICES-SILS		87.28	1 Transactions			
41970	MAFAS 11-420-600-0005-6245		25.00	2023 SUMMER SEMINAR - 07/27/2023 07/27/2023		Registration Expense - Finan Assist Su	N
41970	MAFAS		25.00	1 Transactions			
902	MEEKER COUNTY SHERIFFS OFFICE						

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
	11-420-640-0010-6295		80.00	INV202300098 - [REDACTED] 03/27/2023 03/27/2023		Child Support Special Charges	N
902	MEEKER COUNTY SHERIFFS OFFICE		80.00		1 Transactions		
4833	MEGHAN'S PLACE, INC. 11-430-750-5350-6083		50.00	For March activities. 03/06/2023 03/27/2023		Family Support Program - D.D.	N
4833	MEGHAN'S PLACE, INC.		50.00		1 Transactions		
977	MIDWEST MONITORING & SURVEILLANCE 11-430-710-1851-6091		142.00	INV# 0323522 - [REDACTED] 03/24/2023 03/31/2023		Electronic Home Monitoring	N
	11-430-710-1851-6091		100.00	[REDACTED] 03/27/2023 03/31/2023	0323523	Electronic Home Monitoring	N
	11-430-710-1851-6091		350.00	[REDACTED] 03/01/2023 03/25/2023	0323523	Electronic Home Monitoring	N
	11-430-710-1851-6091		98.00	[REDACTED] 03/01/2023 03/07/2023	0323523	Electronic Home Monitoring	N
	11-430-710-1851-6091		434.00	[REDACTED] 03/01/2023 03/31/2023	0323523	Electronic Home Monitoring	N
	11-430-710-1851-6091		98.00	[REDACTED] 03/01/2023 03/07/2023	0323523	Electronic Home Monitoring	N
	11-430-710-1851-6091		142.00	[REDACTED] 03/06/2023 03/13/2023	0323523	Electronic Home Monitoring	N
	11-430-710-1851-6091		338.00	[REDACTED] 03/10/2023 03/31/2023	0323523	Electronic Home Monitoring	N
	11-430-710-1851-6091		184.00	[REDACTED] 03/13/2023 03/23/2023	0323523	Electronic Home Monitoring	N
977	MIDWEST MONITORING & SURVEILLANCE		1,886.00		9 Transactions		
[REDACTED]	[REDACTED] 11-430-750-5350-6083		259.49	Monthly Respite SA created by 04/01/2023 04/30/2023		Family Support Program - D.D.	N
[REDACTED]	[REDACTED]		259.49		1 Transactions		
[REDACTED]	[REDACTED] 11-430-710-1810-6057		1,180.17	Child Family Foster Care 03/01/2023 03/31/2023		Foster Care - Children	N
	11-430-710-1810-6057		1,199.70	Child Family Foster Care 03/01/2023 03/31/2023		Foster Care - Children	N

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	11-430-710-1810-6057		1,427.86	Child Family Foster Care 03/01/2023 03/31/2023		Foster Care - Children	N
			3,807.73	3 Transactions			
	11-430-760-6950-6050		150.00	Guardianship 03/01/2023 03/31/2023		Guardianship/Conservator Fees	Y
	11-430-760-6950-6050		150.00	guardianship 03/01/2023 03/31/2023		Guardianship/Conservator Fees	N
	11-430-760-6950-6050		150.00	Court Ordered Emergency Guardi 03/01/2023 03/31/2023		Guardianship/Conservator Fees	Y
	11-430-760-6950-6050		150.00	Guardianship/Conservatorship 03/01/2023 03/31/2023		Guardianship/Conservator Fees	Y
			600.00	4 Transactions			
	11-430-710-1880-6057		1,330.00	Supervised Independent Living 03/01/2023 03/31/2023		Supervised Independent Living (18-20)	N
			1,330.00	1 Transactions			
	11-430-750-5350-6083		261.50	Family Support Program, 1st lu 04/01/2023 04/15/2023		Family Support Program - D.D.	N
			261.50	1 Transactions			
8227	PANTHER HEIGHTS APARTMENT HOMES						
	11-430-710-1440-6057		1,270.00	Housing Services 05/01/2023 05/31/2023		Housing Services	N
			1,270.00	1 Transactions			
	11-430-712-1810-6077		837.62	Child Family Foster Care 03/01/2023 03/31/2023		IV-E Foster Care	N
			837.62	1 Transactions			
	11-430-763-6250-6078		73.76	Homemaking Services 4 hours/wk 03/01/2023 03/01/2023		Homemaking Services	Y
	11-430-763-6250-6078		46.10	Homemaking Services 4 hours/wk 03/15/2023 03/15/2023		Homemaking Services	Y

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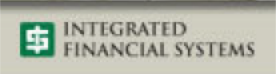
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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
			119.86	2 Transactions			
	11-430-750-5950-6050		150.00	Guardianship/Conservatorship 03/01/2023 03/31/2023		Guardianship/Conservator Fees	Y
	11-430-750-5950-6050		150.00	Public Guardianship 03/01/2023 03/31/2023		Guardianship/Conservator Fees	N
	11-430-750-5950-6050		150.00	Conservatorship/Guardianship 03/01/2023 03/31/2023		Guardianship/Conservator Fees	Y
	11-430-750-5950-6050		150.00	Guardianship 03/01/2023 03/31/2023		Guardianship/Conservator Fees	N
	11-430-760-6950-6050		150.00	Guardianship 03/01/2023 03/31/2023		Guardianship/Conservator Fees	Y
	11-430-760-6950-6050		150.00	Guardianship/Conservatorship 03/01/2023 03/31/2023		Guardianship/Conservator Fees	Y
	11-430-760-6950-6050		150.00	Guardianship/Conservatorship 03/01/2023 03/31/2023		Guardianship/Conservator Fees	Y
	11-430-760-6950-6050		150.00	Guardianship/Conservatorship 03/01/2023 03/31/2023		Guardianship/Conservator Fees	Y
	11-430-760-6950-6050		150.00	Guardianship 03/01/2023 03/31/2023		Guardianship/Conservator Fees	Y
			1,350.00	9 Transactions			
2542	PRAIRIE LAKES YOUTH PROGRAMS						
	11-430-710-1850-6091		4,500.00	- CORRECTIONS 03/01/2023 03/12/2023	694-212-1	Corrections	N
2542	PRAIRIE LAKES YOUTH PROGRAMS		4,500.00	1 Transactions			
	11-420-650-2260-6216		4.67	MILEAGE REIMBURSEMENT 03/27/2023 03/27/2023		MA Transportation For Fam Memb @ .	N
			4.67	1 Transactions			
	11-430-750-5350-6083		259.49	Monthly Family Support Grant - 04/01/2023 04/30/2023		Family Support Program - D.D.	N
			259.49	1 Transactions			
	11-430-712-1810-6077		1,085.31	Child Family Foster Care		IV-E Foster Care	N

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
	11-430-712-1810-6077		1,085.31	03/01/2023 03/31/2023 Child Family Foster Care		IV-E Foster Care	N
	████████████████████		2,170.62	03/01/2023 03/31/2023 2 Transactions			
55619	REM SOUTH CENTRAL SERVICES INC 11-430-750-5340-6073		1,138.78	10 hours SILS per week, Glenco 02/01/2023 02/28/2023		SILS	N
	11-430-750-5340-6073		2,042.76	Semi-Independent Living Servic 02/01/2023 02/28/2023		SILS	N
	11-430-750-5340-6073		405.63	Semi-Independent Living Servic 02/01/2023 02/28/2023		SILS	N
55619	REM SOUTH CENTRAL SERVICES INC		3,587.17	3 Transactions			
	████████████████████ 11-430-750-5350-6083		259.49	FSG - Monthly Respite SA cre 04/01/2023 04/30/2023		Family Support Program - D.D.	N
	████████████████████		259.49	1 Transactions			
	████████████████████ 11-430-750-5350-6083		259.49	On-going monthly to be used fo 04/01/2023 04/30/2023		Family Support Program - D.D.	N
	████████████████████		259.49	1 Transactions			
	████████████████████ 11-430-712-1810-6077		1,926.34	Child Family Foster Care 03/01/2023 03/31/2023		IV-E Foster Care	N
	████████████████████		1,926.34	1 Transactions			
	████████████████████ 11-430-760-6950-6050		150.00	Jan, Feb, March 2023 03/01/2023 03/31/2023		Guardianship/Conservator Fees	Y
	11-430-760-6950-6050		150.00	Guardianship/Conservatorship 03/01/2023 03/31/2023		Guardianship/Conservator Fees	Y
	11-430-760-6950-6050		300.00	Guardianship/Conservatorship 03/01/2023 03/31/2023		Guardianship/Conservator Fees	Y
	████████████████████		600.00	3 Transactions			
	████████████████████ 11-430-740-4890-6048		90.00	████████████████████		Child MH Respite Care Tri-County Gra	Y

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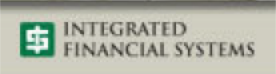
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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
			90.00	03/01/2023 03/31/2023 1 Transactions			
	11-420-650-2260-6216		1.10	MILEAGE REIMBURSEMENT 02/28/2023 02/28/2023		MA Transportation For Fam Memb @ .	N
	11-420-650-2260-6216		30.36	MILEAGE REIMBURSEMENT 03/15/2023 03/15/2023		MA Transportation For Fam Memb @ .	N
	11-420-650-2260-6216		30.36	MILEAGE REIMBURSEMENT 03/23/2023 03/23/2023		MA Transportation For Fam Memb @ .	N
			61.82	3 Transactions			
	11-430-750-5350-6083		259.49	Monthly Family Support Grant (04/01/2023 04/30/2023		Family Support Program - D.D.	N
			259.49	1 Transactions			
	11-430-750-5950-6050		150.00	Conservatorship/Guardianship 03/01/2023 03/31/2023		Guardianship/Conservator Fees	N
	11-430-750-5950-6050		150.00	Conservatorship 03/01/2023 03/31/2023		Guardianship/Conservator Fees	Y
	11-430-750-5950-6050		150.00	Conservatorship 03/01/2023 03/31/2023		Guardianship/Conservator Fees	N
	11-430-760-6950-6050		150.00	Adult Rule 79 case management 03/01/2023 03/31/2023		Guardianship/Conservator Fees	Y
			600.00	4 Transactions			
	11-430-750-5350-6083		259.49	monthly FSG for respite care 04/01/2023 04/30/2023		Family Support Program - D.D.	N
	11-420-650-2260-6216		9.90	MILEAGE REIMBURSEMENT 03/07/2023 03/07/2023		MA Transportation For Fam Memb @ .	N
	11-420-650-2260-6216		9.90	MILEAGE REIMBURSEMENT 03/14/2023 03/14/2023		MA Transportation For Fam Memb @ .	N
	11-420-650-2260-6216		9.90	MILEAGE REIMBURSEMENT 03/21/2023 03/21/2023		MA Transportation For Fam Memb @ .	N
			289.19	4 Transactions			

8416 SOUTH METRO THERAPY LLC

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	11-430-710-1620-6051		800.00	Family-Based Counseling Servic 03/23/2023 03/23/2023		Family Based Services - Professional	N
8416	SOUTH METRO THERAPY LLC		800.00	1 Transactions			
	11-430-750-5350-6083		259.49	FSG monthly respite SA creat 04/01/2023 04/30/2023		Family Support Program - D.D.	N
			259.49	1 Transactions			
11355	TODAY'S DRIVING SCHOOL		496.25			Child MH Respite Care Tri-County Gra	Y
	11-430-740-4890-6048			04/01/2023 04/30/2023			
	11-430-740-4890-6048		496.25	- DRIVERS ED 03/13/2023 03/23/2023		Child MH Respite Care Tri-County Gra	Y
11355	TODAY'S DRIVING SCHOOL		992.50	2 Transactions			
67500	TRAILBLAZER TRANSIT		288.00	MED-MC BUS SERVICE 02/01/2023 02/28/2023	2023-02-401	Primewest Common Carrier Transporte	N
	11-420-650-2260-6215		24.00		2023-02-401	Medical Assistance Transportation	N
	11-420-650-2260-6215		24.00		2023-02-401	Medical Assistance Transportation	N
	11-420-650-2260-6215		24.00		2023-02-401	Medical Assistance Transportation	N
67500	TRAILBLAZER TRANSIT		360.00	4 Transactions			
	11-420-650-2260-6216		5.44	MILEAGE REIMBURSEMENT 02/09/2023 02/09/2023		MA Transportation For Fam Memb @ .	N
	11-420-650-2260-6216		5.44	MILEAGE REIMBURSEMENT 02/16/2023 02/16/2023		MA Transportation For Fam Memb @ .	N
			10.88	2 Transactions			
	11-420-650-2260-6216		6.43	MILEAGE REIMBURSEMENT 03/20/2023 03/20/2023		MA Transportation For Fam Memb @ .	N
	11-420-650-2260-6216		7.67	MILEAGE REIMBURSEMENT 03/27/2023 03/27/2023		MA Transportation For Fam Memb @ .	N
	11-420-650-2260-6216		6.43	MILEAGE REIMBURSEMENT		MA Transportation For Fam Memb @ .	N

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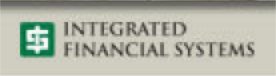


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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
	11-420-650-2260-6216		23.32	04/03/2023 04/03/2023 MILEAGE REIMBURSEMENT		MA Transportation For Fam Memb @ .	N
	11-420-650-2260-6216		23.32	03/28/2023 03/28/2023 MILEAGE REIMBURSEMENT		MA Transportation For Fam Memb @ .	N
	11-420-650-2260-6216		23.32	04/05/2023 04/05/2023 MILEAGE REIMBURSEMENT		MA Transportation For Fam Memb @ .	N
			90.49	03/21/2023 03/21/2023 6 Transactions			
68940	VILLAGE RANCH, INC.						
	11-430-710-1850-6091		7,587.87	INV#060825 - [REDACTED] 03/01/2023 03/31/2023		Corrections	N
	11-430-710-1850-6091		7,587.87	INV#060833 - [REDACTED] 03/01/2023 03/31/2023		Corrections	N
	11-430-710-1850-6091		8,706.66	INV#060864 - [REDACTED] 03/01/2023 03/31/2023		Corrections	N
	11-430-745-4570-6091		210.00	CIENT#3345 - [REDACTED] 02/17/2023 03/08/2023		Child Family Psychoeducation	N
68940	VILLAGE RANCH, INC.		24,092.40	4 Transactions			
71545	WEST CENTRAL INDUSTRIES INC						
	11-430-709-0000-6033		290.39	INV#8867 - [REDACTED] 03/01/2023 03/31/2023		Mental Hlth Pilot Project -Discretionary	N
	11-430-750-5380-6045		290.39	Extended Supported Employment 03/01/2023 03/31/2023	8867	Extended Employment	N
	11-430-750-5380-6045		290.39	Extended Supported Employment 03/01/2023 03/31/2023	8867	Extended Employment	N
	11-430-750-5380-6045		290.39	Extended Supported Employment 03/01/2023 03/31/2023	8867	Extended Employment	N
	11-430-750-5380-6045		290.39	Extended and supported employm 03/01/2023 03/31/2023	8867	Extended Employment	N
	11-430-750-5380-6045		290.39	Extended and supported employm 03/01/2023 03/31/2023	8867	Extended Employment	N
	11-430-750-5380-6045		290.39	Extended Supported Employment 03/01/2023 03/31/2023	8867	Extended Employment	N
	11-430-750-5380-6045		290.39	Extended and supported employm 03/01/2023 03/31/2023	8867	Extended Employment	N
	11-430-750-5380-6045		290.39	Extended and supported employm 03/01/2023 03/31/2023	8867	Extended Employment	N

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	11-430-750-5380-6045		290.39	Extended Supported Employment 03/01/2023 03/31/2023	8867	Extended Employment	N
71545	WEST CENTRAL INDUSTRIES INC		2,903.90	10 Transactions			
1683	WEST CENTRAL REGIONAL JUVENILE CEN 11-430-710-1850-6091		340.00	[REDACTED] 02/01/2023 02/01/2023	1313-134-1	Corrections	N
	11-430-710-1850-6091		10,098.00	[REDACTED] 02/02/2023 02/28/2023	1313-134-1	Corrections	N
1683	WEST CENTRAL REGIONAL JUVENILE CEN		10,438.00	2 Transactions			
	[REDACTED] 11-430-710-1810-6057		1,215.80	Child Family Foster Care 03/01/2023 03/20/2023		Foster Care - Children	N
	[REDACTED]		1,215.80	1 Transactions			
	[REDACTED] 11-430-710-1020-6041		800.00	MAGIC SHOW - WE CARE KIDS DAY 04/29/2023 04/29/2023		Para-Prof FBS - PIF Mentor Trng - Car	Y
	[REDACTED]		800.00	1 Transactions			
	[REDACTED] 11-430-710-1810-6057		102.18	Child Family Foster Care 02/27/2023 02/28/2023		Foster Care - Children	N
	11-430-710-1810-6057		1,583.79	Child Family Foster Care 03/01/2023 03/31/2023		Foster Care - Children	N
	[REDACTED]		1,685.97	2 Transactions			
	[REDACTED] 11-430-750-5350-6083		823.00	Family Support Program, to be 04/01/2023 04/30/2023		Family Support Program - D.D.	N
	[REDACTED]		823.00	1 Transactions			
	[REDACTED] 11-430-750-5350-6083		259.49	Family Support Program SA cre 04/01/2023 04/30/2023		Family Support Program - D.D.	N
	11-430-750-5350-6083		259.49	Grant to be used to purchase s 04/01/2023 04/30/2023		Family Support Program - D.D.	N
	[REDACTED]		518.98	2 Transactions			

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11 HUMAN SERVICE FUND

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
11 Fund Total:		177,350.21	HUMAN SERVICE FUND	96 Vendors	389 Transactions
Final Total:		177,350.21	96 Vendors	389 Transactions	

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



Recap by Fund	<u>Fund</u>	<u>Amount</u>	<u>Name</u>
	11	177,350.21	HUMAN SERVICE FUND
All Funds		177,350.21	Total

Approved by,

.....

.....

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



Recap by Fund

<u>Fund</u>	<u>Amount</u>	<u>Name</u>
11	59,931.74	HUMAN SERVICE FUND
All Funds	59,931.74	Total

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



Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 05/02/2023

(Board meets the 1st and 3rd Tuesday after the first Monday of the Month)

Consent Agenda
[checked] Approve Motion
Regular Agenda - Estimate Time Needed: [] minutes
[] Approve/Deny Motion [] Discussion/Presentation
[] Hold Public Hearing* [] Direction Requested
*provide copy of hearing notice that was published
Requested Agenda Time: Flexible

Submitted By: Brittany Becker, PHN Department: Health and Human Services

Who will attend the meeting and be able to respond to questions if different from above?
Name and title: Berit Spors, HHS Director

Summary of Issue (include previous Board or Committee actions, applicable dates and copies of relevant Minutes):
Approve renewing the agreement with Kids, Inc. (Hutchinson, Minnesota) to provide child care consultation services for the period of May 1, 2023, through April 30, 2024.
Services provided will be reimbursed at a rate of \$50.00 per hour with a one-hour minimum for each annual, monthly or additional requested on-site visit, which includes mileage, documentation, drive time, and on-site consultation staff time. An annual visit and monthly visits may include review of health, safety and sanitation policies, and on-site assessment and consultation.

Recommended Action/Motion:
Approve renewing the agreement with Kids, Inc. to provide childcare consultation services for the period of May 1, 2023 through April 30, 2024.

Financial Impact:
Is there a cost associated with this request? [] Yes [checked] No
What is the total cost, with tax and shipping? \$ 0.00
Is this budgeted? [checked] Yes [] No Fund & Department Number: [] ex: 01-031

Additional Information Attached:
[checked] Contract/Agreement Approved by County Attorney's Office: [] Yes [] No
Legally binding agreements must have County Attorney approval prior to submission.
[] Minutes of Relevant Meeting(s) Number of Signed Documents: 1
[] Background Information, Handouts, Contracts, Agreements, Quotes, Bids, Invoices must be Attached

Board Action: (for use by Administrative Assistant)
[] Approved: [] Denied: [] Tabled: [] No Action:
Submit Save Print

**COOPERATIVE AGREEMENT BETWEEN
MCLEOD COUNTY HEALTH AND HUMAN
SERVICES AND KIDS, INC.**

This agreement is made and entered into by and between the County of McLeod, State of Minnesota, 520 Chandler Ave N, Glencoe, MN 55336 hereafter referred to as the "County" on behalf of the McLeod County Health & Human Services, hereafter referred to as "Public Health", and Kids, Inc., 566 Bluff St NE, Hutchinson, MN 55350 and Kids, Inc. Adventure Zone, 1215 Roberts Rd SW, Hutchinson, MN 55350, hereafter referred to as the "Center". This agreement is entered into for the period of May 1, 2023 to April 30, 2024.

Purposes

1. The Center seeks the services of Public Health as described in this Agreement solely for the purpose of obtaining and maintaining its child care center license from the Minnesota Department of Human Services and not for any other purpose.
2. The Center acknowledges that all health consultation provided by Public Health as described in this Agreement are done within the scope of the RN/PHN nurse consultation role and directly relate to applying for and maintaining a Center provider license.
3. The services provided to the Center by Public Health pursuant to this Agreement are at all times in the nature of planning and establishing policy at the Center.

NOW THEREFORE, in consideration of the mutual understanding and agreements set forth, Public Health and the Center agree as follows:

1. PUBLIC HEALTH CONSULTATION SERVICES PROVIDED TO CENTER

A. Annual visits to include:

1. Review the health, safety and sanitation policies of the Center to assure compliance as defined in the "Minnesota Department of Human Services Policies, Procedures and Program Record Requirements for Child Care Centers", specifically Minnesota Rules, part 9503.0140, subparts 1 and 2.
2. Make recommendations to change, add or delete policies and/or procedures as needed to meet the requirements of Minnesota Rules, part 9503.0140, subparts 1 and 2.
3. On-site assessment of the Center for general health hazards and recommending actions for alleviating said hazards.
4. Review the process for response to communicable disease outbreaks and reporting.
5. Provide specific recommendations for the care of special needs children.

6. Review mandatory reporting laws regarding child abuse or neglect.
 7. Assure that immunization records of all children are in compliance with MN Statutes.
- B. Monthly consultation visits:
1. Confer with Center staff about immunization records of newly admitted children to assure compliance with MN Statutes.
 2. Review the first aid and safety policies and procedures specified in Minnesota Rules 9503.0140, Subpart 12.
 3. Review the diapering procedures and practices specified in Minnesota Rules 9503.0140, Subpart 12.
 4. Review the sanitation procedures and practices for food for infants, as specified in Minnesota Rules 9503.0145, Subpart 7.
 5. Review the sanitation procedures and practices for food not prepared by or provided by the license holder, as specified in Minnesota Rules 9503.0145, Subpart 3.
 6. Consultation regarding health and safety issues, communicable diseases, child growth and development, and community resources as needed.
 7. Review of illness and injury logs and make recommendations accordingly.
- C. Documentation:
1. A copy of the health consultant's findings will be maintained in the Center's administrative record.

2. OBLIGATIONS OF THE CENTER

- A. The Center agrees to cooperate with the guidance procedures of the Minnesota Department of Human Services established pursuant to Minnesota Statutes.
- B. The Center will provide for and assure compliance with staff training requirements of the Minnesota Department of Human Services established pursuant to Minnesota Statutes.
- C. The Center agrees to provide file cabinets or a system for storage of participant health records.

3. **PAYMENT OF SERVICES**

- A. Public Health will be reimbursed \$50 per hour with a one hour minimum for each annual, monthly, or additional requested onsite visit (visit includes mileage, documentation, driving time, and onsite consultation staff time).
- B. There will be no charge for assistance with communicable disease outbreaks and reporting or periodic telephone consultations occurring between monthly visits.

4. **SAFEGUARD OF CHILD INFORMATION**

The Center, its officers, agents, owners, partners, employees, volunteers and subcontractors shall abide by the provisions of the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13 (MGDPA); the Health Insurance Portability and Accountability Act (HIPAA) and implementing regulations, if applicable; and Title 42, part 2, of the Code of Federal Regulations and all other applicable state and federal laws, rules, regulations and orders relating to data privacy or confidentiality, except upon written consent of such child, the child's parent or guardian, or the child's attorney, in connection with these laws and regulations.

If the Center creates, collects, receives, stores, uses, maintains or disseminates data because it performs functions of the Public Health pursuant to this Agreement, then the Center must comply with the requirements of the MGDPA, HIPAA, or other laws and regulations as if it were a government entity, and may be held liable under these Acts and statutes for noncompliance. The Center agrees to defend, indemnify and hold harmless the Public Health and the County, its officials, officers, agents, employees, and volunteers from any claims resulting from the Center's officers', agents', owners', partners', employees', volunteers', assignees' or subcontractors' unlawful disclosure and/or use of such protected data, or other noncompliance with the requirements of this section.

The Center agrees to promptly notify the County if it becomes aware of any potential claims, or facts giving rise to such claims, under the MGDPA, HIPAA or other regulations. The terms of this section shall survive the cancellation or termination of this Agreement. The Center shall retain the children's health records and shall retain sole responsibility for maintaining those records according to Minnesota and Federal Law.

5. **BONDING, INDEMNITY, AND INSURANCE CLAUSE**

- A. **Indemnity:** The Center does hereby agree that it will indemnify, hold harmless, and defend the County, its commissioners, officers, agents, employees, and volunteer workers against claims, losses, expenses, damages or lawsuits for damages any and all of which such parties or individuals may hereafter sustain, incur, or be required to pay;

1. By reason of any person suffering personal injury, death or property loss or damage either while participating in or receiving from Center the care and services to be furnished by the County under this Agreement, or while on premises owned, leased or operated by Center, or while being transported to or from said premises in any vehicle owned, operated, leased, chartered or otherwise contracted for by the Center or any officer, agent, or employee thereof; or
2. By reason of any person employed or allegedly employed by the Center, for any claim or cause of action in equity or for damages arising out of the employment or alleged employment, or discrimination; or
3. By reason of any intentional or negligent act or omission of the Center, its agents, officers, or employees in the performance of purchased services.
4. Provided, nevertheless, the Center shall not be responsible for the act or omission of any providers who are not under its direction and control.

B. **Insurance**: The Center does further agree that in order to protect itself, as well as the County under the indemnity agreement provision hereinabove set forth, the Center will at all times during the term of this agreement, have and keep in force a general liability insurance policy.

6. **CONDITIONS OF THE PARTIES' OBLIGATIONS**

- A Before the termination date, as specified at the beginning of this agreement, the Public Health may evaluate the performance of the Center in regard to terms of this agreement to determine whether such performance merits renewal of this agreement.
- B. Any alteration, variation, modifications, or waivers of provisions of this agreement shall be valid only when they have been reduced to writing, duly signed, and attached to the original of this agreement.

7. **RECORDS-AVAILABILITY/ACCESS**

Subject to the requirements of Minnesota Statutes Section 16C.05, subd. 5, the Center agrees that the Public Health, the State Auditor, or any of their authorized representatives, at any time during normal business hours, and as often as they may reasonable deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of the Center and involve transactions relating to this Agreement and for six (6) years after its termination or cancellation.

8. MISCELLANEOUS

- A. **Entire Agreement:** It is understood and agreed that the entire agreement of the parties is contained herein and that this agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof, as well as any previous agreements presently in effect between the Center and any county social services or Public Health relating to the subject matter hereof.

- B. **Health Insurance Portability and Accountability Act:** The Center agrees to comply with the Health Insurance Portability Accountability Act [HIPAA] and, if necessary sign a business associate contract with the Public Health.

9. TERMINATION

Either party upon 30 days written notice may terminate with or without cause this Agreement. Termination of this Agreement shall not discharge any liability, responsibility or right of any party that arises from the performance or failure to adequately perform the terms of this Agreement prior to the effective date of termination. Nor shall termination discharge any obligation, which by its nature would survive after the date of termination.

_____	_____
Chairperson, McLeod County Board of Commissioners	Date
_____	_____
McLeod County Health & Human Services Director	Date
Randy G Anderson, Business Administrator <small>Digitally signed by Randy G Anderson, Business Administrator Date: 2023.03.22 14:30:25 -05'00'</small>	_____
Kids, Inc. Representative	Date



Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 05/02/2023

(Board meets the 1st and 3rd Tuesday after the first Monday of the Month)

Consent Agenda
[checked] Approve Motion
Regular Agenda - Estimate Time Needed: [] minutes
[] Approve/Deny Motion [] Discussion/Presentation
[] Hold Public Hearing* [] Direction Requested
*provide copy of hearing notice that was published
Requested Agenda Time: Flexible

Submitted By: Brittany Becker, PHN Department: Health and Human Services

Who will attend the meeting and be able to respond to questions if different from above?
Name and title: Berit Spors, HHS Director

Summary of Issue (include previous Board or Committee actions, applicable dates and copies of relevant Minutes):
Approve renewing the agreement with Kings' Kids (Hutchinson, Minnesota) to provide child care consultation services for the period of May 1, 2023, through April 30, 2024.
Services provided will be reimbursed at a rate of \$50.00 per hour with a one-hour minimum for each annual, monthly or additional requested on-site visit, which includes mileage, documentation, drive time, and on-site consultation staff time. An annual visit and monthly visits may include review of health, safety and sanitation policies, and on-site assessment and consultation.

Recommended Action/Motion:
Approve renewing the agreement with Kings' Kids (Hutchinson, Minnesota) to provide child care consultation services for the period of May 1, 2023, through April 30, 2024.

Financial Impact:
Is there a cost associated with this request? [] Yes [checked] No
What is the total cost, with tax and shipping? \$ 0.00
Is this budgeted? [checked] Yes [] No Fund & Department Number: [] ex: 01-031

Additional Information Attached:
[checked] Contract/Agreement Approved by County Attorney's Office: [] Yes [] No
Legally binding agreements must have County Attorney approval prior to submission.
[] Minutes of Relevant Meeting(s) Number of Signed Documents: 1
[] Background Information, Handouts, Contracts, Agreements, Quotes, Bids, Invoices must be Attached

Board Action: (for use by Administrative Assistant)
[] Approved: [] Denied: [] Tabled: [] No Action:
Submit Save Print

**COOPERATIVE AGREEMENT BETWEEN
MCLEOD COUNTY HEALTH AND HUMAN
SERVICES AND KING'S KIDS**

This agreement is made and entered into by and between the County of McLeod, State of Minnesota, 520 Chandler Ave N, Glencoe, MN 55336 hereafter referred to as the "County" on behalf of the McLeod County Health & Human Services, hereafter referred to as "Public Health", King's Kids Preschool, 1040 South Grade Road PO Box 369, Hutchinson, MN 55350 hereafter referred to as the "Center". This agreement is entered into for the period of May 1, 2023 to April 30, 2024.

Purposes

1. The Center seeks the services of Public Health as described in this Agreement solely for the purpose of obtaining and maintaining its child care center license from the Minnesota Department of Human Services and not for any other purpose.
2. The Center acknowledges that all health consultation provided by Public Health as described in this Agreement are done within the scope of the RN/PHN nurse consultation role and directly relate to applying for and maintaining a Center provider license.
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NOW THEREFORE, in consideration of the mutual understanding and agreements set forth, Public Health and the Center agree as follows:

1. PUBLIC HEALTH CONSULTATION SERVICES PROVIDED TO CENTER

A. Annual visits to include:

1. Review the health, safety and sanitation policies of the Center to assure compliance as defined in the "Minnesota Department of Human Services Policies, Procedures and Program Record Requirements for Child Care Centers", specifically Minnesota Rules, part 9503.0140, subparts 1 and 2.
2. Make recommendations to change, add or delete policies and/or procedures as needed to meet the requirements of Minnesota Rules, part 9503.0140, subparts 1 and 2.
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4. Review the process for response to communicable disease outbreaks and reporting.
5. Provide specific recommendations for the care of special needs children.

6. Review mandatory reporting laws regarding child abuse or neglect.
7. Assure that immunization records of all children are in compliance with MN Statutes.

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1. Confer with Center staff about immunization records of newly admitted children to assure compliance with MN Statutes.
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6. Consultation regarding health and safety issues, communicable diseases, child growth and development, and community resources as needed.
7. Review of illness and injury logs and make recommendations accordingly.

C. Documentation:

1. A copy of the health consultant's findings will be maintained in the Center's administrative record.

2. OBLIGATIONS OF THE CENTER

- A. The Center agrees to cooperate with the guidance procedures of the Minnesota Department of Human Services established pursuant to Minnesota Statutes.
- B. The Center will provide for and assure compliance with staff training requirements of the Minnesota Department of Human Services established pursuant to Minnesota Statutes.
- C. The Center agrees to provide file cabinets or a system for storage of participant health records.

3. **PAYMENT OF SERVICES**

- A. Public Health will be reimbursed \$50 per hour with a one hour minimum for each annual, monthly, or additional requested onsite visit (visit includes mileage, documentation, driving time, and onsite consultation staff time).
- B. There will be no charge for assistance with communicable disease outbreaks and reporting or periodic telephone consultations occurring between visits.

4. **SAFEGUARD OF CHILD INFORMATION**

The Center, its officers, agents, owners, partners, employees, volunteers and subcontractors shall abide by the provisions of the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13 (MGDPA); the Health Insurance Portability and Accountability Act (HIPAA) and implementing regulations, if applicable; and Title 42, part 2, of the Code of Federal Regulations and all other applicable state and federal laws, rules, regulations and orders relating to data privacy or confidentiality, except upon written consent of such child, the child's parent or guardian, or the child's attorney, in connection with these laws and regulations.

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The Center agrees to promptly notify the County if it becomes aware of any potential claims, or facts giving rise to such claims, under the MGDPA, HIPAA or other regulations. The terms of this section shall survive the cancellation or termination of this Agreement. The Center shall retain the children's health records and shall retain sole responsibility for maintaining those records according to Minnesota and Federal Law.

5. **BONDING, INDEMNITY, AND INSURANCE CLAUSE**

- A. **Indemnity:** The Center does hereby agree that it will indemnify, hold harmless, and defend the County, its commissioners, officers, agents, employees, and volunteer workers against claims, losses, expenses, damages or lawsuits for damages any and all of which such parties or individuals may hereafter sustain, incur, or be required to pay;

1. By reason of any person suffering personal injury, death or property loss or damage either while participating in or receiving from Center the care and services to be furnished by the County under this Agreement, or while on premises owned, leased or operated by Center, or while being transported to or from said premises in any vehicle owned, operated, leased, chartered or otherwise contracted for by the Center or any officer, agent, or employee thereof; or
2. By reason of any person employed or allegedly employed by the Center, for any claim or cause of action in equity or for damages arising out of the employment or alleged employment, or discrimination; or
3. By reason of any intentional or negligent act or omission of the Center, its agents, officers, or employees in the performance of purchased services.
4. Provided, nevertheless, the Center shall not be responsible for the act or omission of any providers who are not under its direction and control.

B. **Insurance:** The Center does further agree that in order to protect itself, as well as the County under the indemnity agreement provision hereinabove set forth, the Center will at all times during the term of this agreement, have and keep in force a general liability insurance policy.

6. **CONDITIONS OF THE PARTIES' OBLIGATIONS**

- A. Before the termination date, as specified at the beginning of this agreement, the Public Health may evaluate the performance of the Center in regard to terms of this agreement to determine whether such performance merits renewal of this agreement.
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7. **RECORDS-AVAILABILITY/ACCESS**

Subject to the requirements of Minnesota Statutes Section 16C.05, subd. 5, the Center agrees that the Public Health, the State Auditor, or any of their authorized representatives, at any time during normal business hours, and as often as they may reasonable deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of the Center and involve transactions relating to this Agreement and for six (6) years after its termination or cancellation.

8. **MISCELLANEOUS**

- A. **Entire Agreement:** It is understood and agreed that the entire agreement of the parties is contained herein and that this agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof, as well as any previous agreements presently in effect between the Center and any county social services or Public Health relating to the subject matter hereof.

- B. **Health Insurance Portability and Accountability Act:** The Center agrees to comply with the Health Insurance Portability Accountability Act [HIPAA] and, if necessary sign a business associate contract with the Public Health.

9. **TERMINATION**

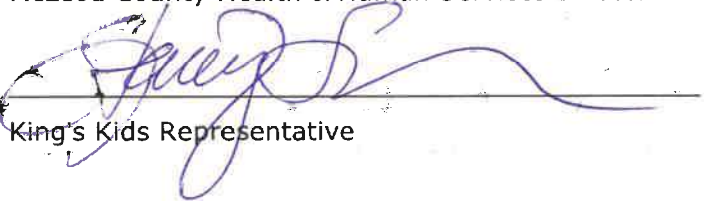
Either party upon 30 days written notice may terminate with or without cause this Agreement. Termination of this Agreement shall not discharge any liability, responsibility or right of any party that arises from the performance or failure to adequately perform the terms of this Agreement prior to the effective date of termination. Nor shall termination discharge any obligation, which by its nature would survive after the date of termination.

Chairperson, McLeod County Board of Commissioners

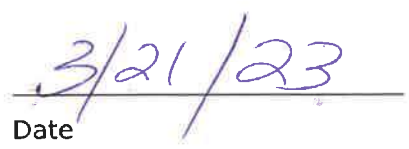
Date

McLeod County Health & Human Services Director

Date



King's Kids Representative



Date



Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 05/02/2023

(Board meets the 1st and 3rd Tuesday after the first Monday of the Month)

Consent Agenda
[checked] Approve Motion
Regular Agenda - Estimate Time Needed: [] minutes
[] Approve/Deny Motion [] Discussion/Presentation
[] Hold Public Hearing* [] Direction Requested
*provide copy of hearing notice that was published
Requested Agenda Time: Flexible

Submitted By: Sally Aubol, CPS Supervisor
Department: Health and Human Services

Who will attend the meeting and be able to respond to questions if different from above?
Name and title: Berit Spors, HHS Director

Summary of Issue (include previous Board or Committee actions, applicable dates and copies of relevant Minutes):
Approve renewing the agreement with Lester Prairie School District #424 to provide transportation for children in foster care placement for the period of July 1, 2023, through June 30, 2025, with funds from the Human Service Fund (11-430).
Transportation services will be provided by the district for students who can be transported to school on an existing route and/or for students who have an individualized educational plan indicating the need for specialized transportation. The District and McLeod County agree to split the cost of transportation, including but not limited to staff time and third-party carriers as appropriate. Mileage reimbursement will be the current Internal Revenue Service rate.

Recommended Action/Motion:
Approve renewing the agreement with Lester Prairie School District #424 to provide transportation for children in foster care placement for the period of July 1, 2023, through June 30, 2025, with funds from the Human Service Fund (11-430).

Financial Impact:
Is there a cost associated with this request? [checked] Yes [] No
What is the total cost, with tax and shipping? \$ 0.00
Is this budgeted? [checked] Yes [] No
Fund & Department Number: 11-430 ex: 01-031

Additional Information Attached:
[checked] Contract/Agreement
Approved by County Attorney's Office: [] Yes [] No
Legally binding agreements must have County Attorney approval prior to submission.
[] Minutes of Relevant Meeting(s)
Number of Signed Documents: 1
[] Background Information, Handouts, Contracts, Agreements, Quotes, Bids, Invoices must be Attached

Board Action: (for use by Administrative Assistant)
[] Approved: [] Denied:
[] Tabled: [] No Action:
Submit Save Print

MCLEOD COUNTY HEALTH AND HUMAN SERVICES
Memorandum of Understanding

LESTER PRAIRIE SCHOOL DISTRICT #424

Contract Period: July 1, 2023, through June 30, 2025

This Agreement is entered into by and between Lester Prairie School District #424, located at 131 Hickory Street North, Lester Prairie, MN 55354 hereinafter referred to as the District and McLeod County Health and Human Services, located at 520 Chandler Avenue North, Glencoe, MN 55336 for the transportation of children and youth in foster care placement.

WHEREAS, the parties desire for the District to provide certain transportation services for students in foster care placement under the terms and conditions hereinafter set forth.

WHEREAS, pursuant to the Elementary and Secondary Act (ESEA), as amended by the Every Student Succeeds Act (ESSA), youth placed in a foster care placement will remain enrolled in their school of origin, unless a determination is made that it is not in their best interest. Best interest factors include timeliness, consideration of the appropriateness of the current educational setting and the proximity to the school in which the child is enrolled at the time of placement.

WHEREAS, pursuant to the Elementary and Secondary Act (ESEA), as amended by the Every Student Succeeds Act (ESSA), the District is required to collaborate with child welfare agency to develop and implement procedures for how transportation for youth in foster care will be provided, arranged and funded.

NOW, THEREFORE, in consideration of the mutual terms and conditions contained herein, it is agreed by and between the parties hereto as follows:

1. AUTHORITY:

The Elementary and Secondary Education Act (ESEA), the Every Student Succeeds Act (ESSA), Fostering Connections to Success and Increasing Adoptions Act of 2008 (Public Law 110-351, (42 USC Section 204(a)(1)(B)), Disabilities in Education Act (IDEA), Title VI and the Equal Educational Opportunities Act (EEOA), Title IV of the Social Security Act (Section 475(1)(G))(42 USC 675(1)), Minnesota Statute 260C 212, Minnesota Statute 123B.92, FERPA, FOIA, and Minnesota Data Practices Act.

2. TERM:

The term of this Agreement shall be in effect from July 1, 2023 through June 30, 2025.

3. DEFINITIONS:

“Foster Care” is defined as 24 hour substitute care for children placed away from their parents or guardians, and homeless children, for whom the child welfare agency has placement and care responsibility. This includes children in foster family homes, shelters, relative foster homes, group homes, and residential facilities, regardless of whether the foster care facility is licensed or whether payments are made by the state.

“School of Origin” is defined as the school in which a child is enrolled at the time of placement in

MCLEOD COUNTY HEALTH AND HUMAN SERVICES

Memorandum of Understanding

foster care. If a child's foster care placement changes, the school of origin would then be considered the school in which the child is enrolled at the time of the placement change.

4. EDUCATIONAL PLACEMENT DECISIONS:

McLeod County Health and Human Services is responsible for determining appropriate education placement and the presumption should be that the child will remain in the school of origin to provide school stability and educational continuity, unless contrary to the child's best interests.

If McLeod County Health and Human Services is considers moving a child to a new educational placement, McLeod County Health and Human Services will notify the District Homeless Liaison responsible for students in foster care. McLeod County Health and Human Services has identified the point of contact from the agency as the ESSA Transportation Coordinator to work directly with the District Homeless Liaison. The District Homeless Liaison will arrange a consultation between McLeod County Health and Human Services and the child's school of origin. The school of origin will provide information about the child's current educational placement. McLeod County Health and Human Services shall take into consideration this information and other best interest factors in making the educational placement decision. The District Homeless Liaison may participate in the consultation.

5. SERVICES

The District acknowledges and agrees to provide transportation as required by law, including but not limited to Minn. Stat §§ 123B.88; 123B.92, subd. 1; and 124D.03, subd. 8. In addition, in accordance with the Every Student Succeeds Act, 20 U.S.C. §1005(g)(E), and the best interests of a child requirements of §260C.212, subd. 8(i) the District and McLeod County Health and Human Services agree to the following in order to address school transportation costs during foster care placements of children:

- a. Students who can be transported to school on an existing route: When feasible, a student placed in foster care will be transported to school on an existing bus route. District will cover the associated costs.
- b. Students who have an IEP indicating the need for specialized transportation: If a student resides and is attending school within the District, the District will assume costs for transporting the student to school. District will cover the associated costs.
- c. Students who are unable to be transported on an existing route: If a route does not exist or is not a feasible option for the student placed in foster care, McLeod County Health and Human Services, after consulting with the District, will determine the best possible means of transportation. If the means of transportation results in added cost to the District or the County, the District and McLeod County Health and Human Services will each incur fifty percent of the transportation costs.
- d. Students residing in a foster care placement outside of District boundaries, but attending a District School: If a student resides in a foster care placement outside of District boundaries but is attending school within the District, McLeod County Health and Human Services, after consulting with the District, will determine the best possible means of transportation. If the means of transportation results in added cost to the District or County, the District and McLeod County Health and Human Services will each incur fifty percent of the transportation costs.

MCLEOD COUNTY HEALTH AND HUMAN SERVICES

Memorandum of Understanding

- e. Students placed in foster care within the District and attending a non-District School:
The District will bear no financial responsibility for this student. McLeod County Health and Human Services and the School District where the student attends are expected to make arrangements for transportation and the associated costs.

6. PAYMENT FOR SERVICES:

- a. The District and McLeod County Health and Human Services each agree to incur fifty percent of the additional cost of the student's transportation described in Section 5(c) and 5(d) if the means of transportation results in added cost.
- b. McLeod County Health and Human Services will identify a point of contact from the agency to work directly with the District Homeless Liaison to ensure transportation arrangements are timely. All transportation requests are to be requested by the McLeod County Health and Human Services point of contact to be honored. The McLeod County Health and Human Services point of contact will be the ESSA Transportation Coordinator.
- c. The Parties will exchange itemized invoices on a quarterly basis. The invoices will detail each trip provided, the total time for each trip and the associated charge. Payment shall be made within 35 days of receipt of the invoice, unless there is a dispute. In that circumstance, all undisputed amounts shall be paid within 35 days of receipt of invoice and disputed amounts will be addressed and paid following a determination pursuant to Section 8, the dispute resolution process.
- d. Whenever there is a planned change in educational placement, McLeod County Health and Human Services point of contact will notify the District Homeless Liaison to assure appropriate transportation services and address changes in billings for such services.

7. DISPUTE RESOLUTION:

It is the responsibility of McLeod County Health and Human Services and the District to collaborate in determining the child's best interest for school transportation and to resolve any conflicts. Whenever possible, the parties will attempt to informally resolve any dispute involving the best means and costs of transportation of a child in foster care. McLeod County Health and Human Services and the District will pursue the formal dispute resolution procedures below when informal resolution is not possible, or when informal resolution would result in disruptions to the child's education.

To formally dispute a decision regarding transportation for a student in foster care the following steps should be taken:

- 1. The process for resolution between the two parties requires a written explanation of the conflict from the disputing party within five (5) school days.
- 2. Upon receipt of the explanation, the decision shall be reviewed by the District and the McLeod County Health and Human Services Agency Director. Input will be reviewed from all parties and a decision by the Agency Director will be communicated within five (5) school days. A decision could be made to uphold the

MCLEOD COUNTY HEALTH AND HUMAN SERVICES

Memorandum of Understanding

decision, reverse the decision or require the parties to participate in a Decision Making Team meeting.

3. McLeod County Health and Human Services will determine the placement of the child until the dispute resolution process has concluded. During this time, the District and McLeod County Health and Human Services will each incur fifty percent of the transportation costs.
4. If disagreement on school transportation remains, guidance from the Minnesota Department of Education will be requested.

8. PROVIDER NOT AN EMPLOYEE:

It is agreed by the parties that at all times and for all purposes herein, District staff, agents, employees, and subcontractors are independent providers and not employees of McLeod County Health and Human Services. No statement contained in this Agreement shall be construed to find the District staff, agents, employees, and subcontractors shall be entitled to any of the rights, privileges, or benefits of McLeod County Health and Human Services.

9. INDEMNIFICATION:

Each party shall be liable for its own acts and the acts of its agents, representatives, officers, employees, subcontractors and volunteers, to the extent provided by law and hereby agrees to indemnify, hold harmless and defend each other, its agents, representatives, officers, employees, subcontractors, and volunteers against any and all liability, loss, costs, damages, expenses, claims or actions, including attorney's fees which the others, its agents, representatives, officers, employees, subcontractors, and volunteers may hereinafter sustain, incur or be required to pay, arising out of or by reason of any act or omission of the Party, its agents, representatives, officers, employees, subcontractors, and volunteers, in the execution, performance, or failure to adequately perform its obligation pursuant to this Agreement.

10. TERMINATION OF CONTRACT:

Either party may terminate this Agreement, with or without cause, upon a thirty (30) days written notice to the other party.

11. STANDARDS:

The District and McLeod County Health and Human Services shall comply with all applicable state statutes and regulations as well as local ordinances and rules now in effect or hereafter adopted.

12. DATA PRACTICES:

All data collected, created, received, maintained, or disseminated for any purposes by the activities of the District or McLeod County Health and Human Services because of this contract is governed by the Minnesota Government Data Practices Act, Minnesota Chapter 13, as amended, the Minnesota Rules implementing such act now in force or as adopted, as well as federal regulations on data privacy.

13. INSURANCE AND LICENSURE:

All student transportation provided by the District shall be covered under the District's Liability Insurance Policy. The District shall ensure that all contractors, subcontractors and

MCLEOD COUNTY HEALTH AND HUMAN SERVICES

Memorandum of Understanding

drivers are licensed and insured in accordance with the law and District policies; and that they obtain and maintain workers' compensation insurance, automobile insurance, and general liability insurance for bodily injury, personal injury and property damage in the performance of duties arising from this agreement.

The District will provide copies of insurance certificates to McLeod County Health and Human Services upon execution of this agreement.

14. SUBCONTRACTORS:

Upon approval of McLeod County Health and Human Services, the District may hire employees and/or enter into subcontracts for performance of any of the services contemplated under this Agreement. All agreements in place with employees and subcontractors must contain provisions that make all employees and subcontractors subject to all the requirements of this Agreement.

15. AMENDMENTS:

This agreement may be supplemented, amended or revised only by a written and signed agreement of both parties.

16. ASSIGNMENTS:

Neither party to this Agreement shall assign the agreement, nor any interest arising herein, without prior written consent of the other.

17. RECORDS AUDITING AND RETENTION:

District's bonds, records, documents, papers, accounting procedures and practices, and other evidences relevant to this Agreement are subject to the examination, duplication, transcription and audit by the McLeod County Health and Human Services and the legislative or State Auditor, Such evidences are also subject to review by the Comptroller General of the United States, or a duly authorized representative, if federal funds are used for any work under this Contract. District agrees to maintain such evidences for a period of seven (7) years from the date services or payment were last provided or made or longer if any audit in progress required a longer retention period.

18. WAIVER:

Any waiver by either party of any provision of this Agreement shall not imply a subsequent waiver of that or any other provision.

19. SEVERABILITY:

The provisions of this agreement shall be deemed severable. If any part of this agreement is rendered void, invalid, or unenforceable, such rendering shall not affect the validity and enforceability of the remainder of this agreement unless the part or parts which are void, invalid or otherwise unenforceable shall substantially impair the value of the entire agreement with respect to either party.

20. FINAL AGREEMENT:

This agreement is the final expression of the agreement of the parties and the complete and exclusive statement of the terms agreed upon, and shall supersede all prior negotiation, understandings or agreements. There are no representations, warranties, or

MCLEOD COUNTY HEALTH AND HUMAN SERVICES
Memorandum of Understanding

stipulations, either oral or written, which are not contained within this agreement.

MCLEOD COUNTY HEALTH AND HUMAN SERVICES

Memorandum of Understanding

By: Melissa Radeke
Dr. Melissa Radeke, Superintendent or Designee
Lester Prairie Public School District #424

2-8-23
Date

BY: _____
Berit Spors, McLeod County Health & Human
Services Director

Date

BY: _____
Sheila Murphy, Administrator
McLeod County

Date

BY: _____
Paul Wright, Chair
McLeod County Board of Commissioners

Date

APPROVED AS TO FORM AND EXECUTION

BY: _____
Ryan Hansch, Attorney
McLeod County

Date



Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 05/02/2023

(Board meets the 1st and 3rd Tuesday after the first Monday of the Month)

Consent Agenda
[checked] Approve Motion
Regular Agenda - Estimate Time Needed: [] minutes
[] Approve/Deny Motion [] Discussion/Presentation
[] Hold Public Hearing* [] Direction Requested
*provide copy of hearing notice that was published
Requested Agenda Time: Flexible

Submitted By: Brittany Becker, PHN Department: Public Health

Who will attend the meeting and be able to respond to questions if different from above?
Name and title: Berit Spors, HHS Director

Summary of Issue (include previous Board or Committee actions, applicable dates and copies of relevant Minutes):
Approve renewing the Memorandum of Agreement with Minnesota State University, Mankato to provide educational experiences for undergraduate and/or graduate nursing and health care leadership students for another five-year term, from May 1, 2023, through April 30, 2028.
McLeod County Health and Human Services currently has a memorandum of agreement (five-year term agreement) with Minnesota State University, Mankato that allows public health staff to provide educational experiences for undergraduate and/or graduate nursing and health care leadership students. There is no cost associated with this agreement and we can opt out at any time.

Recommended Action/Motion:
Approve renewing the Memorandum of Agreement with Minnesota State University, Mankato to provide educational experiences for undergraduate and/or graduate nursing and health care leadership students for another five-year term, from May 1, 2023, through April 30, 2028.

Financial Impact:
Is there a cost associated with this request? [] Yes [checked] No
What is the total cost, with tax and shipping? \$ 0.00
Is this budgeted? [] Yes [] No Fund & Department Number: [] ex: 01-031

Additional Information Attached:
[checked] Contract/Agreement Approved by County Attorney's Office: [] Yes [] No
Legally binding agreements must have County Attorney approval prior to submission.
[] Minutes of Relevant Meeting(s) Number of Signed Documents: []
[] Background Information, Handouts, Contracts, Agreements, Quotes, Bids, Invoices must be Attached

Board Action: (for use by Administrative Assistant)
[] Approved: [] Denied: [] Tabled: [] No Action:
Email Liz/Sheila Save Print



MINNESOTA STATE

STATE OF MINNESOTA MINNESOTA STATE COLLEGES AND UNIVERSITIES

MEMORANDUM OF AGREEMENT

BETWEEN

MINNESOTA STATE UNIVERSITY, MANKATO

AND

MC LEOD COUNTY HEALTH AND HUMAN SERVICES

This Agreement is entered into between the State of Minnesota, acting through its **Board of Trustees of the Minnesota State Colleges and Universities**, on behalf of Minnesota State University, Mankato, 238 Wigley Administration Center, Mankato, MN 56001 (hereinafter “University”), and **McLeod County Health and Human Services**, located at **520 Chandler Avenue North, Glencoe, MN 55336** (hereinafter “Facility”).

This Agreement and any amendments and supplements thereto, shall be interpreted pursuant to the laws of the State of Minnesota.

WITNESSETH THAT:

WHEREAS, the University has established a Baccalaureate Program in Nursing, with access points for entering freshmen, transfer students, associate degree RNs, diploma RNs; Master of Science in Nursing and Doctorate in Nursing Practice for qualified students preparing for and/or engaged in nursing careers; and

WHEREAS, the Board of Trustees of the Minnesota State Colleges and Universities is authorized by Minnesota Statutes, Chapter 136F to enter into Agreements regarding academic programs and has delegated this authority to the University; and

WHEREAS, the Facility has suitable clinical facilities in general nursing for the educational needs of the nursing programs(s) of the University; and

WHEREAS, it is in the general interest of the Facility to assist in educating persons to be qualified or better qualified nursing personnel; and

WHEREAS, the University and the Facility are desirous of cooperating to furnish a clinical experience program for students of nursing enrolled at the University;

NOW, THEREFORE, it is mutually agreed by and between the University and the Facility:

DEFINITIONS:

- A. Clinical experience is on-site training at the Facility. The University offers several different types of clinical experiences depending on the program level of the student and the specific educational needs of the student. Such experiences may include, but are not limited to; observation, training supervised by a University faculty member, training supervised by a Facility employee, or preceptor experience.
- B. Observation experience is defined as an experience where direct patient care will not be provided by the student. A Facility staff nurse will be present with the student on site. A University faculty member will not be present during the experience, but may be available by telephone/pager.
- C. Preceptor experience is defined as follows:
 - i. A clinical preceptor (hereinafter Preceptor) is defined as “an expert nursing or medical clinician who engages in one-to-one teaching of the student within the context of the actual clinical setting; who teaches through demonstration of knowledge and skill and behaviors encompassed in the advanced practice roles; and who models collaborative practice behaviors.” (Edmunds, 1983; Shamian & Inhaber, 1985; Shan & Polifroni, 1992)
 - ii. “The clinical preceptorship experience is an assigned clinical activity under the supervision of a Preceptor. It takes place over a defined period of time and in a specific content area. Clinical activities are established by written clinical learning objectives and expected outcomes of the student.” (Benner & Wrubel, 1982; Diekelmann, 1987; Hanson & Hilde, 1989)

[Definitions taken from the Preceptor Manual (1993), Virginia Commonwealth University/Medical College of Virginia School of Nursing and shared by the Collaborative Rural Nurse Practitioner Project, University of Minnesota, May, 1995.]

1. UNIVERSITY RESPONSIBILITIES

- a. The University, which is accredited by the North Central Association of Colleges and Secondary Schools, is responsible for offering one or more of the following programs: a Baccalaureate Program in Nursing; a Baccalaureate Program for Registered Nurses; and Master of Science in Nursing and Doctorate in Nursing Practice. Each program shall be either: 1) approved by the Minnesota Board of Nursing; and/or 2) approved by the Minnesota Department of Health.
- b. For undergraduate clinical experiences other than observations, the University will supervise its students during the clinical experience program at the Facility. The University will provide its nursing faculty to effectively implement the clinical experience program at the Facility. The University faculty so assigned will hold current RN licensure valid in the State of Minnesota.

For preceptor experiences, which are defined above, individual students may be assigned a licensed professional employed by the Facility who will be responsible for supervising the students.

- c. The University faculty will be responsible for planning, directing and evaluating the students' learning experiences. The University faculty will attend the Facility's orientation for clinical experience instructors as deemed necessary by the University and the Facility.
- d. The University will provide the Facility, at its request, with objectives for the clinical experience program. Implementation of those objectives will be accomplished by the University in cooperation with the Facility's designated representative.

For preceptor experiences, the University faculty will interpret the education program to the Preceptor, shall consult with the Preceptor in planning student experiences, and shall review the kind and quality of work done by students. Prior to each block of preceptor experience, the University faculty will share with the Preceptor expectations and objectives of the clinical experience.

- e. The University will provide the Facility with a list of the students who are participating in the clinical experience program, the units within the Facility where they are assigned, and the dates of each student's participation in the program. Each block of clinical experience will be planned in terms of the University academic calendar.
- f. The University will inform its faculty and students of the Facility's policies and regulations which relate to the clinical experience program at the Facility.
- g. The University will inform its faculty and the students who are participating in the clinical experience program that they are encouraged to carry their own health insurance and are responsible for carrying their own professional liability insurance if professional liability insurance is not provided by the University.
- h. The University will maintain a record of students' health examinations and current immunizations and shall obtain students' permission to submit data regarding their health status to the Facility.
- i. The University agrees and represents that it will require all students and faculty to have completed a background study conducted in accordance with Minnesota Statutes Chapter 245C, Human Services Background Studies, as a pre-condition to participation in the clinical experience. University will not assign a student or faculty member to the Facility if his/her background study documents ineligibility to have direct contact with Facility's patients or residents under applicable law or regulations. If requested, University shall provide the Facility with documentation regarding the completion or results of the background study pursuant to the written consent of the subject.

2. FACILITY RESPONSIBILITIES

- a. The Facility will maintain current accreditation by the Joint Commission on Accreditation of Health Care Organizations (d/b/a "The Joint Commission") or any other appropriate and required accrediting body.
- b. The Facility is responsible for the safety and quality of care provided to its patients by the students who are participating in the clinical experience program at the Facility. In order to effectively fulfill that duty, it is agreed that Facility has ultimate control over all persons involved in the program and may immediately terminate the participation in the program of any of the students enrolled in the program where an emergency exists involving health

and safety; and in all other (non-emergency) instances, Facility shall consult with the University before taking any action to terminate the participation of a student.

- c. For Preceptor experiences:
 - i. The Facility shall appoint an appropriate clinical expert to act as a Preceptor for each student placed at the Facility. The Facility will provide clinical internship experiences for undergraduate and graduate nursing students from the University. Hours used for such student experiences may be day or evening depending on Facility preference and intern availability.
 - ii. The Facility will assure University faculty and student's freedom to plan internship experiences to meet learning objectives in consultation with the Preceptor.
- d. The Facility will provide the University with a copy of its policies and regulations which relate to the clinical experience program upon request or provide access to these documents in the clinical area.
- e. The Facility will permit the University faculty and students to use its patient care and patient service facilities for clinical instruction according to a mutually-approved plan.
- f. The Facility will allow a reasonable amount of Facility staff time for orientation and joint conferences with University faculty, for planning with University faculty, and for such other assistance as shall be mutually agreeable.
- g. When available, physical space such as offices, conference rooms, and classrooms of the Facility may be used by the University faculty and students who are participating in the clinical experience program.
- h. The University faculty and students participating in the clinical experience program will be permitted to use the Facility's library in accordance with the Facility's policies.
- i. The Facility will make locker or cloak room facilities available for the University faculty and students during assigned clinical experience program hours. These facilities may be shared by other faculty and students.
- j. The Facility assumes no responsibility for the cost of meals, uniforms, housing, parking or health care of University faculty and students who are participating in the clinical experience program. The Facility will permit University faculty and students who are participating in the clinical experience program to use any cafeteria on the same basis as employees of the Facility. The Facility will permit University faculty to use Facility parking spaces under the same policies governing Facility personnel.
- k. The Facility recognizes that it is the policy of the University to prohibit discrimination and ensure equal opportunities in its educational programs, activities, and all aspects of employment for all individuals regardless of race, color, creed, religion, gender, national origin, sexual orientation, veteran's status, marital status, age, disability, status with regard to public assistance, or inclusion in any group or class against which discrimination is prohibited by federal, state, or local laws and regulations. The Facility agrees to adhere to this policy in implementing this Agreement.

1. **AMERICANS WITH DISABILITIES ACT (ADA) COMPLIANCE**

The Facility agrees that in fulfilling the duties of this Agreement, the Facility is responsible for complying with the American with Disabilities Act, 42 U.S.C. Chapter 12101 et seq., and any regulations promulgated to the Act. The University is not responsible for issues or challenges related to compliance with the ADA beyond its own routine use of facilities, services and other areas covered by the ADA.

3. **MUTUAL RESPONSIBILITIES**

a. The University and the Facility assume joint responsibility for the orientation of the University faculty to Facility policies and regulations before the University assigns its faculty to the Facility.

b. **HIPAA**

Solely for the purposes of defining the students' and faculty roles in relation to the use and disclosure of the Facility's protected health information, the University and faculty engaged in activities pursuant to this Agreement are members of the Facility workforce, as that term is defined in 45 CFR 160.103. The University students and faculty are not, and shall not be construed to be, employees of Facility.

The University shall cooperate with Facility in complying with its obligations as a HIPAA covered entity, including, but not limited to, complying with its policies and procedures under the HIPAA Privacy Regulations, 45 CFR parts 160 and 164. Prior to placement at Facility, the University shall instruct its students and faculty to comply with Facility's policies and procedures governing the use and disclosure of individually identifiable health information.

c. Personnel of the University and the Facility will communicate regarding planning, development, implementation, and evaluation of the clinical experience program. The communication may include but not be limited to:

- i. Communication to familiarize Facility personnel with the clinical experience program's philosophy, goals and curriculum;
- ii. Communication to familiarize the University faculty with the Facility's philosophy, policy and program expectations;
- iii. Communication to keep both parties and the parties' personnel who are assigned to the clinical experience program informed of changes in philosophy, policies and any new programs which are contemplated;
- iv. Communication about jointly planning and sponsoring in-service or continuing education programs (if appropriate);
- v. Communication to identify areas of mutual need or concern;
- vi. Communication to seek solutions to any problems which may arise in the clinical experience programs; and
- vii. Communication to facilitate evaluation procedures which may be required for approval or accreditation purposes or which might improve patient care or the University's nursing curriculum.

d. **INSURANCE.** Each party, at its sole expense and at all times during the term of this Agreement, shall secure and maintain the following insurances (or comparable coverage under a program of self-insurance) covering itself and its employees who perform any work, duties or obligations in connection with this Agreement.

Commercial General Liability Insurance

The University will maintain Commercial General Liability insurance in conformance with the Tort Claims limits set forth in Minn. Stat. 3.736, subd. 4, with limits not less than \$500,000 per person and \$1,500,000 per occurrence for bodily injury and property damage.

The Facility will maintain Commercial General Liability insurance in conformance with the Tort Claims limits set forth in Minn. Stat. Chapter 466, with limits not less than \$500,000 per claimant and \$1,500,000 per occurrence for bodily injury and property damage.

Professional Liability Insurance

The University will maintain Professional Liability insurance for participating students (and faculty, if applicable) or cause any student participating in the program to maintain Professional Liability insurance, with limits not less than \$1,500,000 each claim and \$3,000,000 aggregate.

The Facility will maintain Professional Liability insurance covering itself and its employees, agents or assigns with limits not less than \$500,000 per claimant and \$1,500,000 per occurrence.

If insurance covered by claims-made policies is discontinued, then extended reporting period coverage must be obtained and evidence of such coverage shall be provided to the other party.

Additional Conditions:

An Umbrella or Excess Liability insurance policy may be used to supplement the Facility's policy limits to satisfy the full policy limits required by the Agreement.

Each party shall provide to the other party upon request certificates of insurance or self-insurance evidencing the required coverage.

If Facility receives a cancellation notice from an insurance carrier affording coverage herein, Facility agrees to notify the State of Minnesota within five (5) business days with a copy of the cancellation notice, unless Facility's policy(ies) contain a provision that coverage afforded under the policy(ies) will not be cancelled without at least thirty (30) days advance written notice to the University.

Each party, at its sole expense, shall provide and maintain workers' compensation insurance as such party may be required to obtain by law. The University is self-insured for Workers' Compensation purposes, and any such insurance extends only to employees of the University, not to students.

4. STUDENT REQUIREMENTS

- a. Each student will be required, as a condition for participation in the clinical experience program, to submit the results of a health examination to the University and, if requested, to the Facility, to verify that no health problems exist which would jeopardize student or patient welfare. The health examination shall include an update of required immunizations. The health examination shall include a Mantoux test or chest x-ray and verification of immunity for rubeola and rubella. A list of those

students with positive Mantoux or negative rubeola/rubella results may, at the request of the Facility, be provided to the Facility.

- b. Students participating in the clinical experience program shall be encouraged to carry their own health insurance.
- c. Students participating in the clinical experience program shall be responsible for carrying their own professional liability insurance if professional liability insurance is not provided by the University.

5. EMERGENCY MEDICAL CARE & INFECTIOUS DISEASE EXPOSURE

- a. Any emergency medical care available at the Facility will be available to University faculty and students. University faculty and students will be responsible for payment of charges attributable to their individual emergency medical care at either the Facility or the University.
- b. Any University faculty member or student who is injured or becomes ill while at the Facility shall immediately report the injury or illness to the Facility and receive treatment (if available) at the Facility as a private patient or obtain other appropriate treatment as they choose. Any hospital or medical costs arising from such injury or illness shall be the sole responsibility of the University faculty member or student who receives the treatment and not the responsibility of the Facility or the University.
- c. The Facility shall follow, for University faculty and students exposed to an infectious disease at the Facility during the clinical experience program, the same policies and procedures which the Facility follows for its employees.
- d. University faculty and students contracting an infectious disease during the period of time they are assigned to or participating in the clinical experience program must report the fact to their University and to the Facility. Before returning to the Facility, such a University faculty member or student must submit proof of recovery to the University or Facility, if requested.

6. LIABILITY

- a. Each party agrees that it will be responsible for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of the other party and the results thereof. The University's liability shall be governed by the Minnesota Tort Claims Act, Minnesota Statutes § 3.736, and other applicable laws. The Facility's liability shall be governed by Minnesota Statutes § 466.01, § 466.15 and other applicable law.

7. TERM OF AGREEMENT

This Agreement is effective from **May 1, 2023**, or when fully executed, and shall remain in effect until **April 30, 2028**. This Agreement may be terminated by either party at any time upon one year written notice to the other party. Termination by the Facility shall not become effective with respect to students then participating in the clinical experience program.

8. FINANCIAL CONSIDERATION

- a. The University and the Facility shall each bear their own costs associated with this Agreement and no payment is required by either the University or the Facility to the other

party, except that, where applicable, the Facility shall pay the tuition and other educational fees of students it places in the clinical experience program.

- b. The Facility is not required to reimburse the University faculty or students for any services rendered to the Facility or its patients pursuant to this Agreement.

9. AMENDMENTS

Any amendment to this Agreement shall be in writing and signed by authorized officers of each party.

10. ASSIGNMENT

Neither the University nor the Facility shall assign or transfer any rights or obligations under this Agreement without the prior written consent of the other party.

11. STATE AUDIT

The books, records, documents and accounting procedures and practices of the Facility relevant to this Agreement shall be subject to examination by the University and the Legislative Auditor.

12. DATA PRIVACY

The requirements of Minnesota Statutes § 13.05, subd. 11 apply to this Agreement. The Facility and University must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by the University in accordance with this Agreement, and as it applies to all data, created, collected, received, stored, used, maintained, or disseminated by the Facility in accordance with 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 Facility or the University.

In the event the Facility receives a request to release the data referred to in this clause, the Facility must immediately notify the University. The University will give the Facility instructions concerning the release of the data to the requesting party before the data is released.

The parties additionally acknowledge that the Family Educational Rights and Privacy Act, 20 U.S.C. 1232g and 34 C.F.R. 99, apply to the use and disclosure of education records that are created or maintained under this Agreement.

13. OTHER PROVISIONS. None.

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed intending to be bound thereby.

APPROVED:

1. FACILITY: McLeod County Health and Human Services

Facility certifies that the appropriate person(s) have executed the Agreement on behalf of Facility as required by applicable articles, by-laws, resolutions, or ordinances.

By: Berit Spors
Title: Director
Date:

By:
Title:
Date:

**2. UNIVERSITY: MINNESOTA STATE COLLEGES & UNIVERSITIES
MINNESOTA STATE UNIVERSITY, MANKATO**

Recommended:

By: Patricia Marincic
Title: Dean of the College of Allied Health & Nursing
Date:

Approved:

By: Richard J. Straka
Title: V.P. of Finance & Administration
Date:

3. AS TO FORM AND EXECUTION:

By: Ranae Hiniker
Title: Office Administrator
Date:



Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 05/02/2023

(Board meets the 1st and 3rd Tuesday after the first Monday of the Month)

Consent Agenda
[checked] Approve Motion
Regular Agenda - Estimate Time Needed: [] minutes
[] Approve/Deny Motion [] Discussion/Presentation
[] Hold Public Hearing* [] Direction Requested
*provide copy of hearing notice that was published
Requested Agenda Time: Flexible

Submitted By: Marc Telelcky, Director
Department: Environmental Services

Who will attend the meeting and be able to respond to questions if different from above?
Name and title: Darian Litzau, (Litzau Excavating)

Summary of Issue (include previous Board or Committee actions, applicable dates and copies of relevant Minutes):
Approve Conditional Use Permit 23-03 requested by Darian Litzau, Litzau Excavating (Lester Prairie, Minnesota), for gravel mining on property owned by Orville and Lavonne Foust, for the purpose of stockpiling/grading and filling for a five-year time period.

Recommended Action/Motion:
Approve Conditional Use Permit 23-03 requested by Darian Litzau, Litzau Excavating (Lester Prairie, Minnesota), for gravel mining on property owned by Orville and Lavonne Foust, for the purpose of stockpiling/grading and filling for a five-year time period.

Financial Impact:
Is there a cost associated with this request? [] Yes [checked] No
What is the total cost, with tax and shipping? \$ 0.00
Is this budgeted? [] Yes [] No
Fund & Department Number: [] ex: 01-031

Additional Information Attached:
[] Contract/Agreement
Approved by County Attorney's Office: [] Yes [] No
Legally binding agreements must have County Attorney approval prior to submission.
[] Minutes of Relevant Meeting(s)
Number of Signed Documents: 1
[] Background Information, Handouts, Contracts, Agreements, Quotes, Bids, Invoices must be Attached

Board Action: (for use by Administrative Assistant)
[] Approved: [] Denied:
[] Tabled: [] No Action:
Submit Save Print

[Type text]

McLeod County Planning Commission

To: McLeod County Planning Commission

Prepared By: Marc Telecky

Application: CUP 23-03

Date: April 13, 2023 – **Meeting Date:** April 26, 2023

GENERAL INFORMATION

Brief Description: Darian Litzau (Litzau Excavating) is requesting a conditional use permit for gravel mining for stockpiling/filling of material on the parcel referenced below. This would be a renewal of an existing pit if approved.

Applicant: LITZAU EXCAVATING, INC.
17232 ZERO AVENUE
LESTER PRAIRIE, MN 55354

Owner: ORVILLE FOUST
16698 ZERO AVENUE
LESTER PRAIRIE, MN 55354

Requested Action: An application of a Conditional Use Permit for gravel mining for purposes of stockpiling/grading and filling for a five-year time period

Lot Size: ~5 acres of legal description stated below

Existing Zoning: "A" Agriculture

Location: 79.39 AC N 1/2 NE 1/4 EX W 20'

Existing Land Use: Tillable acres, Shoreland, Floodplain, gravel pit

**Adjacent Land Use
And Zoning:** "A" Agricultural, Shoreland, Floodplain

Zoning History: CUP for mining 2007, 2013, 2018

Applicable Ordinance McLeod County Zoning Ordinance Section 7, Subd 3,
Subp. 4

SPECIAL INFORMATION

Public Utilities: NA

Public Services: NA

Transportation: 175th St. & Zero Ave.

Physical Characteristics: **Gently sloping open field to the southeast with existing excavation and stockpile.**

Analysis: Darian Litzau is requesting a renewal for a mining conditional use permit on property owned by Orville Foust. The primary haul route will be 175th St. to CR 9. The applicant is reclaiming the excavated areas to a 4:1 side slope. There will be very limited to no new excavation. This request is to use the remaining stockpile and haul back fill from job sites for reclamation.

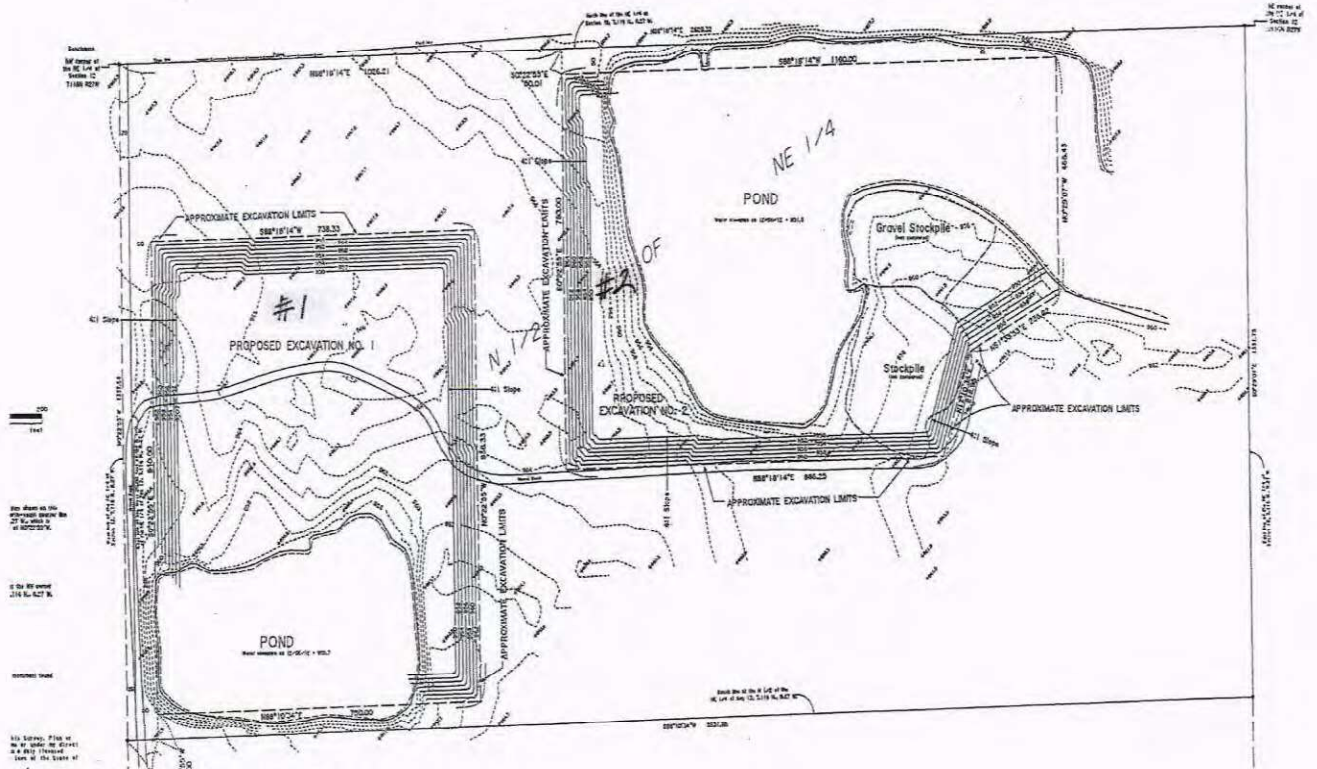
Recommendations: If approved the board may wish to consider the following conditions:

- 1) The applicant shall submit a bond or letter of credit to McLeod County Environmental Services by May 30, 2023 in the amount of \$5,000.
- 2) Hours of operation are Monday – Friday 6am – 8pm. Saturdays shall be permitted as needed with a 24-hour notice to McLeod County Environmental Services. Saturday hours shall be 7am -1pm.
- 3) Applicant shall meet all state NPDES requirements and apply for a DNR de-watering permit if needed.
- 4) Applicant shall restore pit area to a 4:1 back slope for natural purposes.
- 5) McLeod County Environmental Services shall inspect all restoration work completed and approve with letter acknowledging completion to release bond or letter of credit back to applicant.
- 6) Applicant shall follow all mining standards contained in Section 16 of the McLeod County Zoning Ordinance if not further restricted by this permit.

Litzau Excavating CUP

April 26, 2023

Page 3



Cc: Darian Litzau— applicant

**McLeod County and Local Road Authority
Temporary Haul Road Designation Route**

It is hereby ordered, in accordance with the McLeod County Zoning Ordinance for Mining within Section 15, Subdivision 6, that the following route be designated as a haul road for the transportation of mined or excavated materials for Project CUP# 23-03 within Section 12 of BERGEN Township, McLeod County, Minnesota.

PRIMARY HAUL ROUTE FROM THE MINED AREA:

ZERO AVE (1320') TO
Township Road 175TH ST. to Co. Rd. # 9 to St. Hwy. # _____

SECONDARY HAUL ROUTE:

Township Road _____ to Co. Rd. # _____ to St. Hwy. # _____

~ Please attach a highway map showing the intended haul routes ~

THE DESIGNATED HAUL ROUTE SHALL HAVE THE FOLLOWING DUST CONTROL MEASURES AND ROAD MAINTENANCE CONDITIONS:

Dust Control Methods:

DUST COAT FIRST 1200' OF 175TH ST. OFF OF COUNTY ROAD 9.
THE REST OF 175TH ST. ~~TO~~ TO ZERO AVE WILL BE WATERED
DURING CONSECUTIVE HAULING.

Road Maintenance Agreement:

WE WILL GRADE 175TH ST. IF DAMAGED BY LITZAU EXCAVATING
WHEN HAULING.

Bond or Escrow Financial Amount:

The designation of this haul road will become effective on the date that the contractor or landowner begins either the hauling of material or mining and excavation operation. It will remain in effect until the mining operations have been completed or the mining permit has expired. The local road authority shall not release any bond or other financial securities until the satisfaction of restoration of the haul route has been made to the agreed condition of both the contractor/landowner and the local road authority. This statement will become part of special conditions attached to the McLeod County Mining Conditional Use Permit.

Dan St.
Contractor/Landowner

3-9-2023
Date

Harlan Matthews
Local Road Authority/Title

4-12-23
Date

HAUL ROAD INSPECTION

The haul road has been inspected and it has been found that it has been restored to a condition as good as when it was taken over as the designated haul route.

Local Road Authority/Title

Date

HAUL ROAD and FINANCIAL SECURITY RELEASE

It is hereby agreed to that the haul road has been restored to the condition prior to when it was designated as a haul road. Therefore, future road maintenance shall be the responsibility of the local road authority, and is hereby requested that the financial security provided to the local road authority be released and terminated as of this date.

Contractor/Landowner

Date

Part Six: Proposed Reclamation

This section shall be consistent (at a minimum) with the mining and extraction reclamation provisions set forth in the McLeod County Zoning Ordinance.

31. List the approximate reclamation commencement and completion date.

Commencement Date: _____ Completion Date _____

- Describe the type of fill that will be used and depth of restored topsoil. *None*
 - Describe proposed reclamation including final slopes, high wall reduction, benching, terracing and other structural slope stabilization measures and when they will take place.
 - Describe anticipated topography, water features and future land use of the site.
 - Describe plans for the disposition of surface structures, roads and related facilities after completion of mining and when these activities will occur. *None*
 - Describe the methods proposed for the disposal or reclamation of excess materials. *Sold*
 - Describe or attach a copy of a seeding, planting or re-vegetation plan that includes types, densities and methods of tree plantings, seed bed preparation, seed mixtures, seeding rates, mulching and other techniques needed to accomplish site stabilization.
32. Describe long-term maintenance needed to support reclamation and when it will need to occur.
33. Provide an estimate of the reclamation cost of each phase of the project or the entire site if phasing is not planned.
34. Provide a reclamation plan map at a scale of no less than one (1) inch equals one hundred (100) feet that includes:
- a) Final grade of the site with elevations and contour lines at two (2) foot intervals.
 - b) The location of any benching, terracing, water impoundments, artificial lakes, vegetative plantings and anticipated future land uses.
 - c) The location and nature of any structures to be erected in relation to the future land use.

Part Seven: Other Information Required

35. The applicant shall provide any other information and exhibits as required by the Zoning Administrator, Planning Commission or County Board necessary to make findings, recommendations and dispositions on the application in order to help protect the public's health, safety and general welfare.

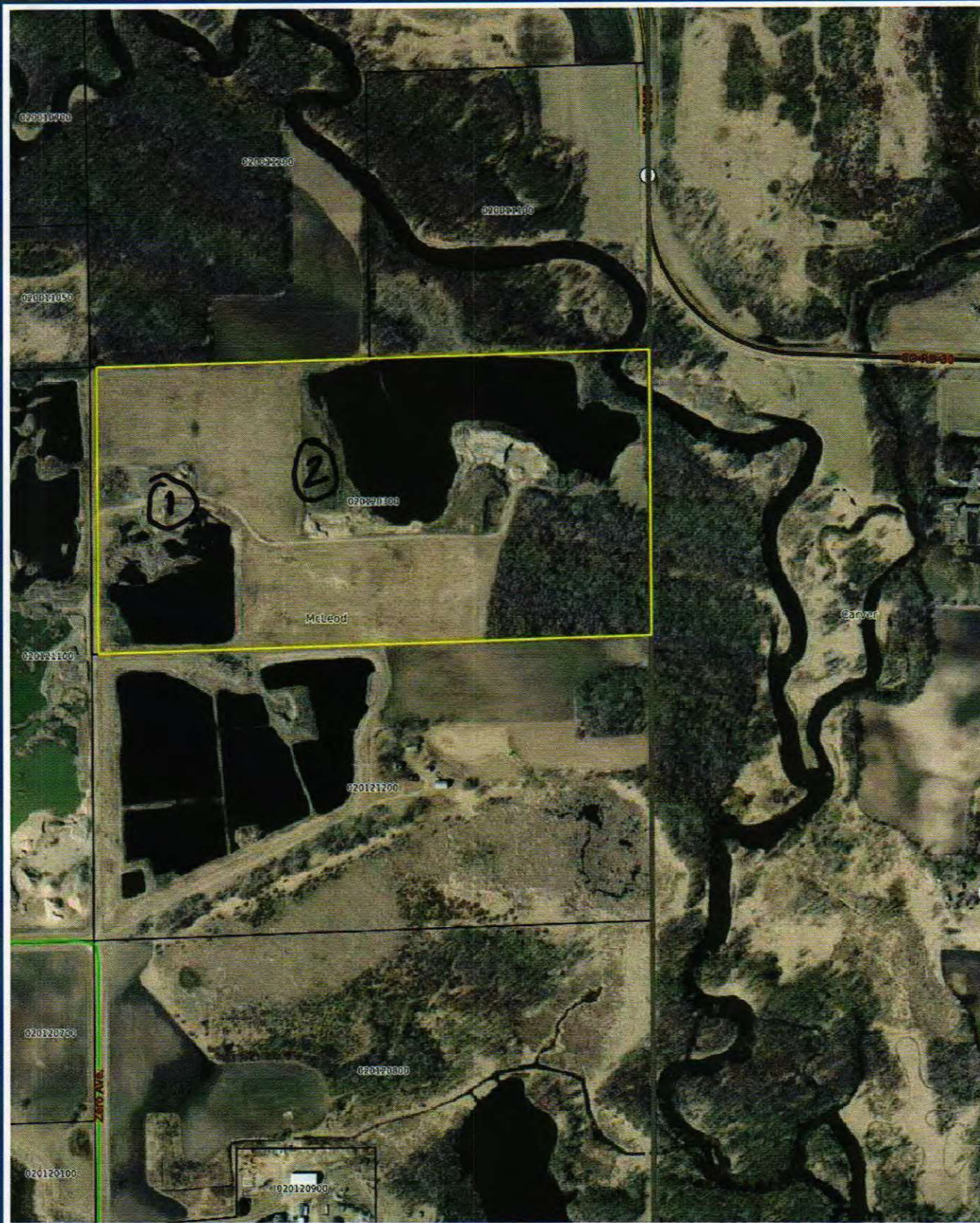
To the best of my knowledge, I certify that the information provided on this application and accompanying documents is true and accurate.

Primary Applicant's Signature (Landowner) *Dennis Fournier* Date *3-29-23*
Livestock South
Livestock Excavating, Inc.

Secondary Applicant's Signature (Operator) *Dan Sjz* Date *3-29-23*

Township's Chair Signature *Harley Mathew* Date *4-12-23*

****All of the information requested in this form must be submitted along with a completed Conditional Use Permit Application and applicable fees before the County can consider approval.**



Disclaimer: McLeod County does not warrant or guarantee the accuracy of the data.
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If you have questions regarding the data presented in this map, please contact the McLeod County GIS Department.
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Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 05/02/2023

(Board meets the 1st and 3rd Tuesday after the first Monday of the Month)

Consent Agenda
[checked] Approve Motion
Regular Agenda - Estimate Time Needed: [] minutes
[] Approve/Deny Motion [] Discussion/Presentation
[] Hold Public Hearing* [] Direction Requested
*provide copy of hearing notice that was published
Requested Agenda Time: Flexible

Submitted By: Marc Telelcky, Director
Department: Environmental Services

Who will attend the meeting and be able to respond to questions if different from above?
Name and title: Jason & Stephanie Geislinger

Summary of Issue (include previous Board or Committee actions, applicable dates and copies of relevant Minutes):
Approve Conditional Use Permit 23-04 requested by Jason and Stephanie Geislinger for a 1-Lot Preliminary Plat for the purpose of a buildable lot. This 1.91-acres is located in the Norhtwest 1/4 of the Southeast 1/4 of Section 27, Hale Township. The Hale Township Board recommended approval at its April 13, 2023, regular meeting. The Planning Commission recommended approval at its April 26, 2023, meeting. The County Board of Commissioners approved the Sketch Plan on December 8, 2022.

Recommended Action/Motion:

Financial Impact:
Is there a cost associated with this request? [] Yes [checked] No
What is the total cost, with tax and shipping? \$ 0.00
Is this budgeted? [] Yes [] No Fund & Department Number: [] ex: 01-031

Additional Information Attached:
[checked] Contract/Agreement
Approved by County Attorney's Office: [] Yes [] No
Legally binding agreements must have County Attorney approval prior to submission.
[] Minutes of Relevant Meeting(s) Number of Signed Documents: 1
[] Background Information, Handouts, Contracts, Agreements, Quotes, Bids, Invoices must be Attached

Board Action: (for use by Administrative Assistant)
[] Approved: [] Denied:
[] Tabled: [] No Action:
Submit Save Print

McLeod County Planning Commission

To: McLeod County Planning Commission

Prepared By: Marc Telecky

Application: Preliminary Plat 23-04

Date: April 12, 2023 – **Meeting Date:** April 26, 2023

GENERAL INFORMATION

Brief Description: Jason & Stephanie Geislinger are requesting approval for a 1-lot preliminary plat located in the NW ¼ SE ¼ of Section 27 Hale Township.

Applicant/Owner: **Jason & Stephanie Geislinger**
20404 CR 2
Silver Lake, MN 55381
P.I.D# 05.027.0650

Requested Action: Motion to approve a 1-lot preliminary plat

Lot Size: 1.91 acres

Existing Zoning: "A" Agriculture

Location: **NW ¼ SE ¼ Section 27 Hale Twp.**

Existing Land Use: non-tillable

**Adjacent Land Use
And Zoning:** "A" Agricultural

Zoning History: NA

Applicable Ordinance McLeod County Zoning Ordinance Section 7, Subd 6.
McLeod County SSTS & Subdivision Ordinance

SPECIAL INFORMATION

Public Utilities: McLeod Coop Power

Public Services: SSTS, individual well

Transportation: CR 2

Physical Characteristics: **This is a 1.91-acre lot that slopes west to east but is relatively flat.**

Analysis:

The applicant is requesting to create a buildable lot. Soil borings (11/2/22) support a site and an alternate site for a septic system. The National Wetland Inventory (NWI) map do not indicate the presence of wetlands.

Subdivision 6: Higher-Density Development on Difficult-to-Farm Sites

In order to reduce the pressure for non-farm development on prime agricultural land, development of single-family non-farm dwellings shall be permitted through the platting process at a higher density on parcels that are considered difficult to farm. A tract of land may be considered difficult to farm if it has one or more of the following characteristics:

- Small size or irregular shape
- Physical isolation from other farm fields by roads, steep hills, ditches or similar features.
- Wooded, as defined herein.
- Containing steep slopes, wetlands, or other environmentally sensitive features.

That portion of a parcel that meets the criteria above may be subdivided into dwelling lots meeting the lot size and dimensional standards of Subdivision 4 above and the following requirements:

1. Maximum density shall be 4 units per Quarter-Quarter Section (approx. 40 acres.) Excepting within those areas covered by the Shoreland Management Area with lake classifications of General or Recreational Development where the maximum density shall be 6 units per Quarter-Quarter Section (approx.40 acres.) Permitted density may not be transferred from one Quarter-Quarter Section to another.
2. Each lot must contain adequate build-able area for construction of a house, well, and septic system meeting State and County requirements, including sufficient area for an alternate septic system site.
3. The applicant must demonstrate to the satisfaction of the County Planning Commission that lots are clustered in wooded areas or non-productive soils in order to minimize visual and physical intrusions into agricultural land and to

Geislinger Preliminary Plat

April 26, 2023

Page 3

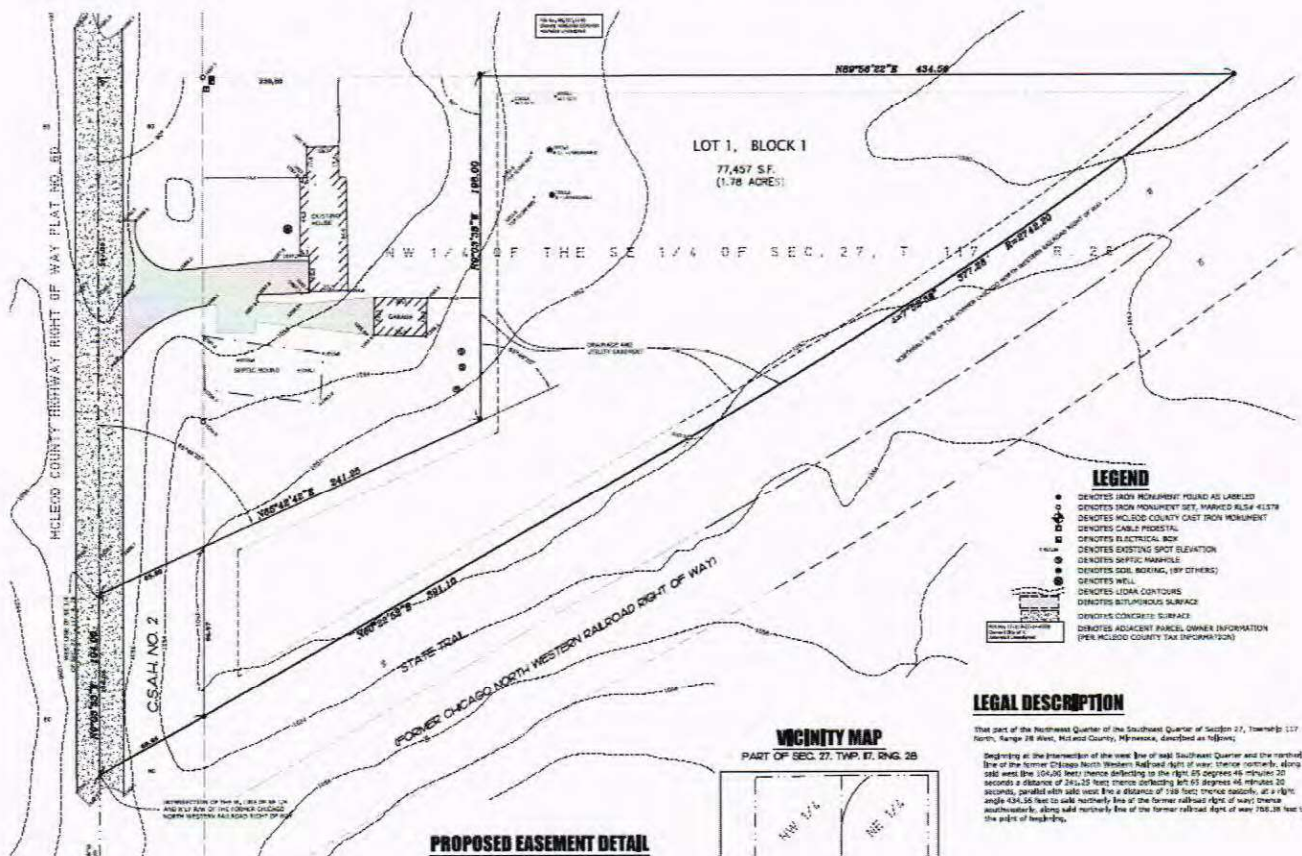
respond sensitively to the environmental features of each site.

4. If lots are accessed by a new road, the road shall be constructed to County standards and must be accepted by the Township.

5. All new residential lots shall be platted according to the Subdivision Ordinance.

Recommendations:

Staff does not have concerns with this request. Preliminary review of the site does show that there is adequate area for a building site without limiting features.



Cc: Jason & Stephanie Geislinger – applicant

Geislinger



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Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 05/02/2023

(Board meets the 1st and 3rd Tuesday after the first Monday of the Month)

Consent Agenda
[checked] Approve Motion
Regular Agenda - Estimate Time Needed: [] minutes
[] Approve/Deny Motion [] Discussion/Presentation
[] Hold Public Hearing* [] Direction Requested
*provide copy of hearing notice that was published
Requested Agenda Time: Flexible

Submitted By: Marc Telelcky, Director
Department: Environmental Services

Who will attend the meeting and be able to respond to questions if different from above?
Name and title: Keith & Yvonne Heinrich

Summary of Issue (include previous Board or Committee actions, applicable dates and copies of relevant Minutes):
Approve Preliminary Plat 23-03 requested by Keith and Yvonne Heinrich for a 3-Lot Preliminary Plat to be located in the Northeast 1/4 Southwest 1/4 of Section 15, Acoma Township. The Acoma Township Board recommended approval at its April 13, 2023, meeting. The PAC Commission recommended approval at its April 26, 2023, meeting. The County Board of Commissioners approved the Sketch Plan on October 28, 2022. Zoning staff does not have concerns with this request.

Recommended Action/Motion:

Financial Impact:
Is there a cost associated with this request? [] Yes [checked] No
What is the total cost, with tax and shipping? \$ 0.00
Is this budgeted? [] Yes [] No Fund & Department Number: [] ex: 01-031

Additional Information Attached:
[] Contract/Agreement Approved by County Attorney's Office: [] Yes [] No
Legally binding agreements must have County Attorney approval prior to submission.
[] Minutes of Relevant Meeting(s) Number of Signed Documents: 1
[] Background Information, Handouts, Contracts, Agreements, Quotes, Bids, Invoices must be Attached

Board Action: (for use by Administrative Assistant)
[] Approved: [] Denied:
[] Tabled: [] No Action:
Submit Save Print

[Type text]

McLeod County Planning Commission

To: McLeod County Planning Commission

Prepared By: Marc Telecky

Application: Preliminary Plat 23-03

Date: April 12, 2023 – **Meeting Date:** April 26, 2023

GENERAL INFORMATION

Brief Description: Keith & Yvonne Heinrich are requesting approval for a 3-lot preliminary plat located in the NE ¼ SW ¼ of Section 15 Acoma Township.

Applicant/Owner: **Keith & Yvonne Heinrich**
22431 Unit Ave.
Hutchinson, MN 55350
P.I.D# 01.067.0020

Requested Action: Motion to approve a 3-lot preliminary plat

Lot Size: **Lot 1 & 2 = 168' x 325' = 1.25 acres**
Lot 3 = 654.52' x 1303.12' = 17.08 acres

Existing Zoning: "A" Agriculture

Location: NE ¼ SW ¼ Section 15 Acoma Twp.

Existing Land Use: platted lot, grass

**Adjacent Land Use
And Zoning:** "A" Agricultural, platted lot

Zoning History: Final Plat approved 6/30/1992

Applicable Ordinance McLeod County Zoning Ordinance Section 7, Subd 6.
McLeod County SSTS & Subdivision Ordinance

SPECIAL INFORMATION

Public Utilities: McLeod Coop Power

Public Services: SSTS, individual well

Transportation: Unit Ave.

Physical Characteristics: This is a 19.58-acre platted lot that slopes west and east from the building site.

Analysis: The applicant is requesting to create two (2) new buildable lots. Soil borings support a site and an alternate site for a septic system on each lot. The National Wetland Inventory (NWI) map does not indicate the presence of wetlands.

Subdivision 6: Higher-Density Development on Difficult-to-Farm Sites

In order to reduce the pressure for non-farm development on prime agricultural land, development of single-family non-farm dwellings shall be permitted through the platting process at a higher density on parcels that are considered difficult to farm. A tract of land may be considered difficult to farm if it has one or more of the following characteristics:

- Small size or irregular shape
- Physical isolation from other farm fields by roads, steep hills, ditches or similar features.
- Wooded, as defined herein.
- Containing steep slopes, wetlands, or other environmentally sensitive features.

That portion of a parcel that meets the criteria above may be subdivided into dwelling lots meeting the lot size and dimensional standards of Subdivision 4 above and the following requirements:

1. Maximum density shall be 4 units per Quarter-Quarter Section (approx. 40 acres.) Excepting within those areas covered by the Shoreland Management Area with lake classifications of General or Recreational Development where the maximum density shall be 6 units per Quarter-Quarter Section (approx. 40 acres.) Permitted density may not be transferred from one Quarter-Quarter Section to another.
2. Each lot must contain adequate build-able area for construction of a house, well, and septic system meeting State and County requirements, including sufficient area for an alternate septic system site.
3. The applicant must demonstrate to the satisfaction of the County Planning Commission that lots are clustered in

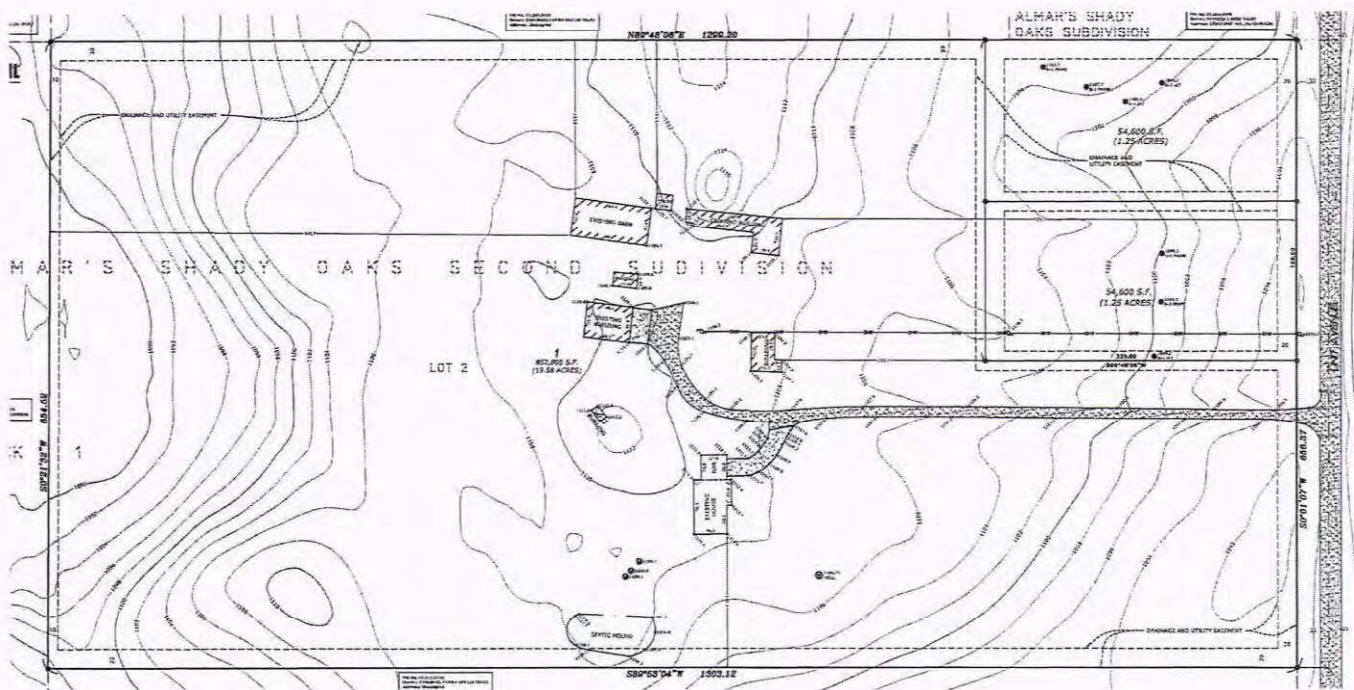
wooded areas or non-productive soils in order to minimize visual and physical intrusions into agricultural land and to respond sensitively to the environmental features of each site.

4. If lots are accessed by a new road, the road shall be constructed to County standards and must be accepted by the Township.

5. All new residential lots shall be platted according to the Subdivision Ordinance.

Recommendations:

Staff does not have concerns with this request. Preliminary review of the site does show that there is adequate area for a building site on Lot 1 & 2 without limiting features.



Cc: Keith & Yvonne Heinrich – applicant

Heinrich



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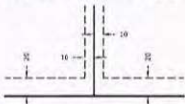
PRELIMINARY PLAT - KAY ESTATES

~for~ KEITH HEINRICH

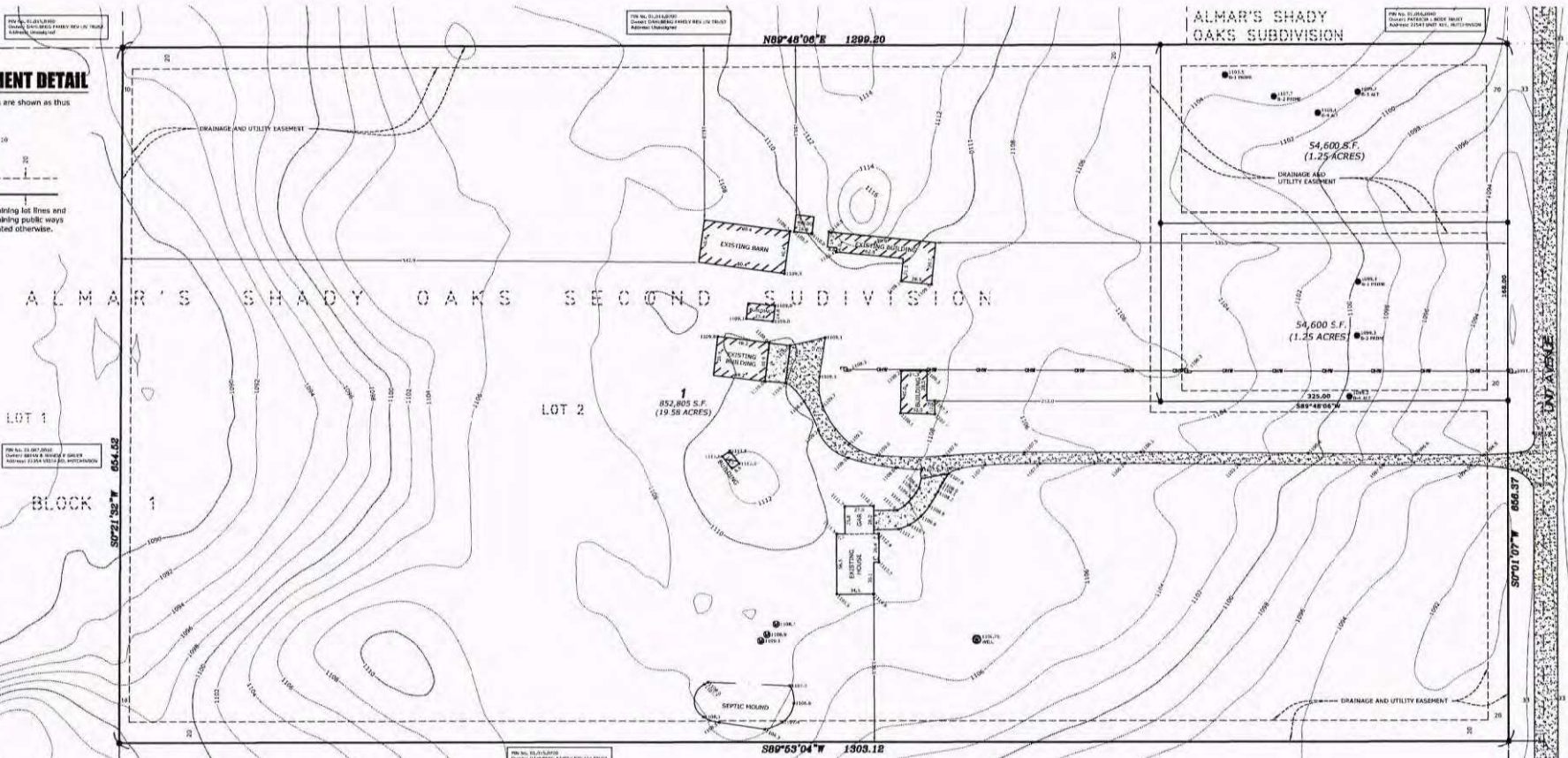
~of~ LOT 2, BLOCK 1, ALMAR'S SHADY OAKS SECOND SUBDIVISION

PROPOSED EASEMENT DETAIL

Drainage and utility easements are shown as thus:

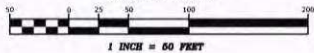


Being 10 feet in width and adjoining lot lines and being 20 feet in width and adjoining public ways and rear lot lines, unless indicated otherwise.



NORTH

GRAPHIC SCALE



EASEMENTS TO BE VACATED

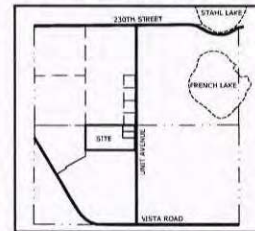
All Drainage and Utility Easements on Lot 2, Block 1, ALMAR'S SHADY OAKS SECOND SUBDIVISION, McLeod County, Minnesota.

GENERAL NOTES

- Initial field survey was completed by Pellin Land Surveying on 28OCT22.
- Bearings shown are based on the McLeod Co. Coord. Sys. NAD83 (96 adj.)
- Elevation Datum: NAVD83, LIDAR Contours obtained from MNDNR Topo.
- Parcel ID Number: 01.067.0020.
- This survey was prepared without the benefit of title work. Additional easements, restrictions and/or encumbrances may exist other than those shown herein. Survey subject to revision upon receipt of a current title commitment or an attorney's title opinion.
- Surveyed premises shown on this survey map is in Flood Zone Z (Areas determined to be outside the 0.2% annual chance floodplain), according to Flood Insurance Rate Map Community No. 270616 Panel No. 0125 Suffix E by the Federal Emergency Management Agency, effective date July 7, 2014.
- Boundary area of the surveyed premises: 19.58 acres.
- No wetland markers were observed in the process of conducting the fieldwork.
- The surveyed premises has access to Unit Avenue, a public road.
- A zoning endorsement letter was not furnished to the surveyor. According to the McLeod County Zoning Map Dated March 13, 2017 the surveyed premises shown on this survey is within the joint planning area. Under the proposed County zoning district R-1 Residential applicable zoning regulations, the current setbacks are:
 Building: Front = 180 feet from Twp. road, 40 feet minor road
 Side = 30 feet
 Rear = 30 feet
 Minimum Lot Area: 1 acre
 For additional information contact the McLeod County Environmental Services Department at (320) 484-4342.
- Subsurface and environmental conditions were not examined or considered during the process of this survey. No statement is made concerning the existence of underground or overhead containers or facilities that may affect the use or development of the surveyed premises.
- Borings were completed by others.
- It's believed the proposed lots will have private wells.

VICINITY MAP

PART OF SEC. 15, TWP. 17, RNG. 30



MCLEOD COUNTY, MINNESOTA
(NO SCALE)

LEGEND

- DENOTES IRON MONUMENT FOUND AS LABELED
- DENOTES EXISTING SPOT ELEVATION
- DENOTES SEPTIC MANHOLE
- DENOTES POWER POLE
- DENOTES SANITARY SEWER MANHOLE
- DENOTES SOIL BORING (BY OTHERS)
- DENOTES WELL
- DENOTES LIDAR CONTOURS
- DENOTES OVERHEAD WIRE
- DENOTES BUILDING SETBACK LINE
- DENOTES CONCRETE SURFACE
- DENOTES GRAVEL SURFACE
- DENOTES ADJACENT PARCEL OWNER INFORMATION (PER MCLEOD COUNTY TAX INFORMATION)

LEGAL DESCRIPTION

LOT 2, BLOCK 1, ALMAR'S SHADY OAKS SECOND SUBDIVISION, McLeod County, Minnesota.

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

Date: 1/22/2023 License No. 52705

Signature

E. G. RUD & SONS, INC.
 Professional Land Surveyors
 990 - 5th Avenue SE, Suite 2
 HUTCHINSON, MN 55350
 TEL. HUTCHINSON: (320) 587-2025 TEL. GAYLORD: (507) 237-8212

DRAWN BY: BPH	CHECK BY: CSH	JOB NO: 22-1315P	DATE: 1/22/2023
1			
2			
3			
NO.	DATE	DESCRIPTION	BY



KAY ESTATES

ALMAR'S SHADY OAKS SUBDIVISION

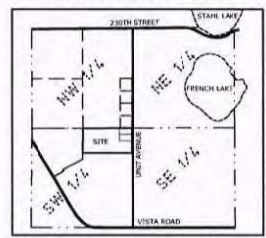
LEGEND

- DENOTES IRON MONUMENT FOUND RLS# 24329 (UNLESS LABELLED)

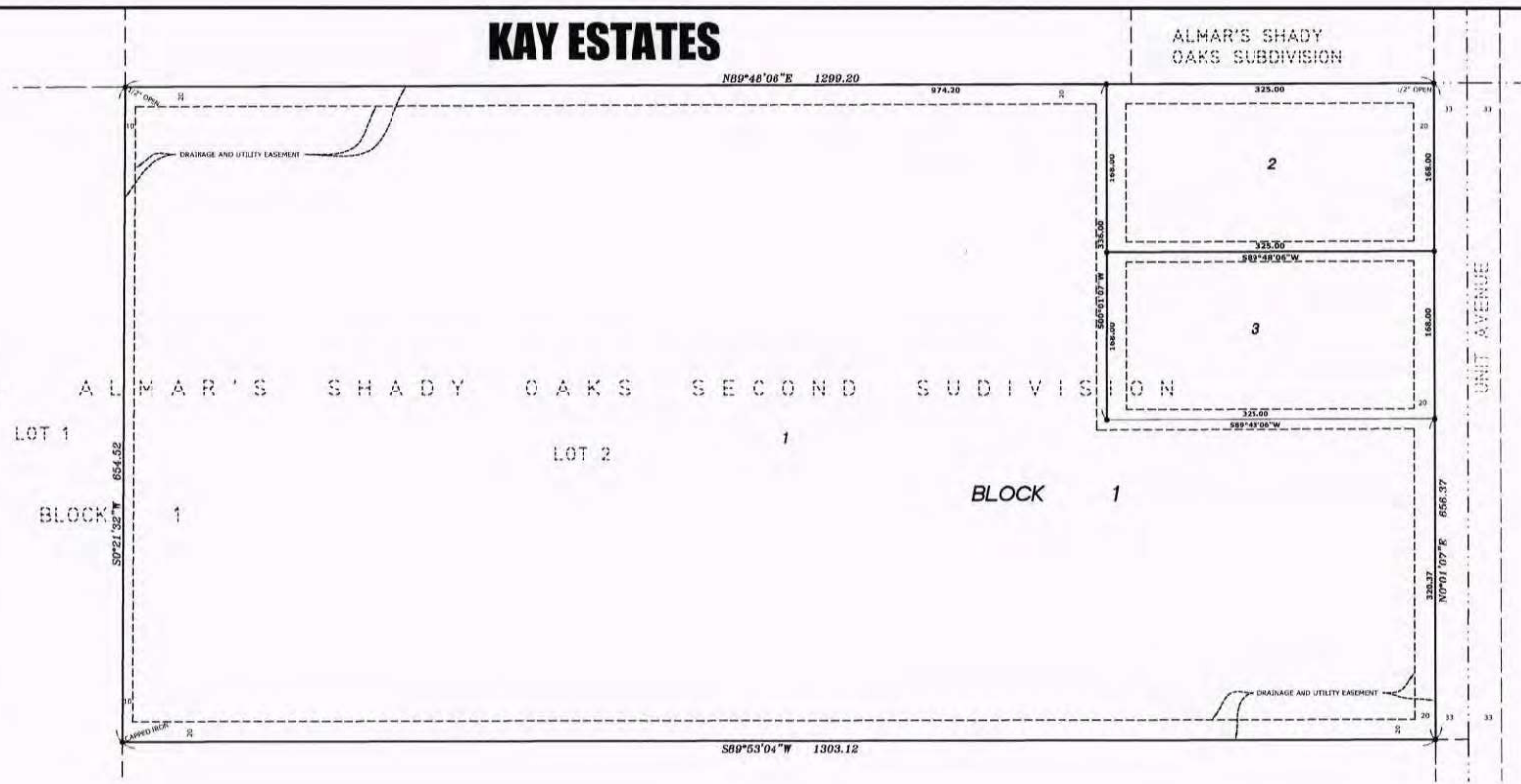
FOR THE PURPOSES OF THIS PLAT, THE EAST LINE OF LOT 1, BLOCK 1 IS ASSUMED TO HAVE A BEARING OF NORTH 0 DEGREES 01 MINUTES 07 SECONDS EAST.

VICINITY MAP

PART OF SEC. 15, TWP. 17, R1G. 30



MCLEOD COUNTY, MINNESOTA
(NO SCALE)



DEDICATION AND OWNER(S) ACKNOWLEDGEMENT

KNOW ALL PERSONS BY THESE PRESENTS: That Keith Heinrich and Yvonne Heinrich, husband and wife, as joint tenants, owners of the following described property

Lot 2, Block 1, ALMAR'S SHADY OAKS SECOND SUBDIVISION, McLeod County, Minnesota

Have caused the same to be surveyed and platted as KAY ESTATES and do hereby dedicate to the public for public use the drainage and utility easements as shown by this plat for drainage and utility purposes only.

In witness whereof said Keith Heinrich and Yvonne Heinrich, husband and wife, as joint tenants have hereunto set their hands this ____ day of ____ 20__

Keith Heinrich Yvonne Heinrich

STATE OF MINNESOTA
COUNTY OF _____

The foregoing instrument was acknowledged before me this ____ day of ____ 20__ by Keith Heinrich and Yvonne Heinrich, husband and wife, as joint tenants.

(Name printed)

(Signature)
Notary Public: _____ County, Minnesota

My Commission Expires _____

SURVEYOR CERTIFICATE AND ACKNOWLEDGEMENT

I, Kurt D. Nelson do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 595.01, Subd. 1, as of the date of this certificate are shown and labeled on this plat and all public ways are shown and labeled on this plat.

Dated this ____ day of _____, 20__

Samuel N. Niemela, Licensed Land Surveyor
Minnesota License No. 52701

STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me this ____ day of _____, 20__, by Samuel N. Niemela.

(Signature)

Notary Public, _____ County, Minnesota
My Commission Expires _____

PLANNING BOARD

This plat of KAY ESTATES was approved by the Hutchinson Area Joint Planning Board, or a meeting thereof, on the ____ day of ____ 20__.

Chair

BOARD OF COMMISSIONERS

We do hereby certify that on the ____ day of _____, 20__, the Board of Commissioners of McLeod County, Minnesota, approved this plat of KAY ESTATES and said plat is in compliance with the provisions of Minnesota Statutes, Section 503.03, Subd. 2.

County Administrator, Chair

DELINQUENT TAXES

I hereby certify there are no delinquent taxes, and transfer was entered this ____ day of _____, 20__.

McLeod County Recorder By _____ Deputy

MCLEOD COUNTY RECORDER

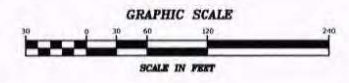
I hereby certify taxes payable in the year 20__ on lands herein described are paid in full.

McLeod County Recorder By _____ Deputy

MCLEOD COUNTY RECORDER

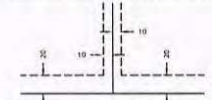
I hereby certify that this plat of KAY ESTATES was filed in the office of the County Recorder for record on this ____ day of ____ 20__, at ____ o'clock ____ M, as Document No. _____

McLeod County Recorder By _____ Deputy



PROPOSED EASEMENT DETAIL

Drainage and utility easements are shown as thus



Being 10 feet in width and adjoining lot lines and being 20 feet in width and adjoining public ways and rear lot lines, unless indicated otherwise.





Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 05/02/2023

(Board meets the 1st and 3rd Tuesday after the first Monday of the Month)

Consent Agenda
Regular Agenda - Estimate Time Needed: 2 minutes
Approve/Deny Motion, Discussion/Presentation, Hold Public Hearing*, Direction Requested
Requested Agenda Time: Flexible

Submitted By: Berit Spors
Department: Health and Human Services

Who will attend the meeting and be able to respond to questions if different from above?
Name and title: Berit Spors

Summary of Issue (include previous Board or Committee actions, applicable dates and copies of relevant Minutes):
May 2023 is Mental Health Month in McLeod County Proclamation.

Recommended Action/Motion:

Financial Impact:
Is there a cost associated with this request? Yes No
What is the total cost, with tax and shipping? \$ 0.00
Is this budgeted? Yes No
Fund & Department Number: ex: 01-031

Additional Information Attached:
Contract/Agreement, Minutes of Relevant Meeting(s), Background Information, Handouts, Contracts, Agreements, Quotes, Bids, Invoices must be Attached
Approved by County Attorney's Office: Yes No
Number of Signed Documents:

Board Action: (for use by Administrative Assistant)
Approved, Denied, Tabled, No Action
Buttons: Email Administration, Save, Print



McLeod County Board of Commissioners

520 Chandler Avenue North, Glencoe, Minnesota 55336 – (320) 864-5551 – Fax (320) 864-1809

COMMISSIONER NATHAN SCHMALZ

1st District
Phone (320) 282-9647
19906 Cable Avenue
Lester Prairie, MN 55354
Nathan.Schmalz@co.mcleod.mn.us

COMMISSIONER DOUG KRUEGER

2nd District
Phone (612) 756-2855
9525 County Road 2
Glencoe, MN 55336
Doug.Krueger@co.mcleod.mn.us

COMMISSIONER PAUL WRIGHT

3rd District
Phone (320) 583-8584
15215 County Road 7
Hutchinson, MN 55350
Paul.Wright@co.mcleod.mn.us

COMMISSIONER DARYL LUTHENS

4th District
Phone (612) 281-4840
18967 Nickel Avenue
Hutchinson, MN 55350
Daryl.Luthens@co.mcleod.mn.us

COMMISSIONER JOE NAGEL

5th District
Phone (320) 587-8693
20849 196th Road
Hutchinson, MN 55350
Joseph.Nagel@co.mcleod.mn.us

INTERIM COUNTY ADMINISTRATOR

SHEILA MURPHY
Phone (320) 864-1320
520 Chandler Avenue North
Glencoe, MN 55336
Sheila.Murphy@co.mcleod.mn.us

PROCLAMATION MENTAL HEALTH MONTH MAY 2023

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 strong research that animal companionship, humor, spirituality, religion, recreation, social connections, and work-life balance can help all Americans 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 and other chronic health conditions can recover and lead full, productive lives; and

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

THEREFORE, the Chairman of the McLeod County Board of Commissioners does hereby proclaim May 2023 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.

Commissioner Paul Wright
Chair, McLeod County Board of Commissioners

Working together, providing quality service, being fiscally responsible and
maintaining integrity through common sense decision making

MCLEOD COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER



Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 05/02/2023

(Board meets the 1st and 3rd Tuesday after the first Monday of the Month)

Consent Agenda
Regular Agenda - Estimate Time Needed: 2 minutes
Approve/Deny Motion [checked] Discussion/Presentation
Hold Public Hearing* [] Direction Requested
Requested Agenda Time: Flexible

Submitted By: Berit Spors Department: Health and Human Services

Who will attend the meeting and be able to respond to questions if different from above?
Name and title: Berit Spors

Summary of Issue (include previous Board or Committee actions, applicable dates and copies of relevant Minutes):
May 11, 2023 to be McLeod County Children's Mental Health Awareness Day

Recommended Action/Motion:

Financial Impact:
Is there a cost associated with this request? [] Yes [] No
What is the total cost, with tax and shipping? \$ 0.00
Is this budgeted? [] Yes [] No Fund & Department Number: [] ex: 01-031

Additional Information Attached:
Contract/Agreement [] Approved by County Attorney's Office: [] Yes [] No
Minutes of Relevant Meeting(s) [] Number of Signed Documents: []
Background Information, Handouts, Contracts, Agreements, Quotes, Bids, Invoices must be Attached

Board Action: (for use by Administrative Assistant)
Approved: [] Denied: []
Tabled: [] No Action: []
Buttons: Email Administration, Save, Print



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PROCLAMATION

CHILDREN’S MENTAL HEALTH AWARENESS DAY MAY 11, 2023

WHEREAS, addressing the complex mental health needs of children, youth, and families today is fundamental to the future of McLeod County; and

WHEREAS, the need for comprehensive, coordinated mental health services for children, youth, young adults, and families places upon our community a critical responsibility; and

WHEREAS, it is appropriate that a day should be set apart each year for the direction of our thoughts toward our children’s mental health and well-being; and

WHEREAS, PACT for Families Collaborative, through its unique approach to serving children, youth, and young adults with mental health or substance use disorders, is effectively caring for the mental health needs of children, youth, young adults, and their families in our community;

NOW, THEREFORE, the Chairman of the McLeod County Board of Commissioners does hereby proclaim May 11, 2023, to be McLeod County Children's Mental Health Awareness Day and urge our citizens and all agencies and organizations interested in meeting every child’s mental health needs to unite on that day in the observance of such exercises as will acquaint the people of our community with the fundamental necessity of a year-round program for children, youth, and young adults with mental health or substance use disorders and their families.

Commissioner Paul Wright
Chair, McLeod County Board of Commissioners

Working together, providing quality service, being fiscally responsible and
maintaining integrity through common sense decision making

MCLEOD COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER



Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 05/02/2023

(Board meets the 1st and 3rd Tuesday after the first Monday of the Month)

Consent Agenda
Regular Agenda - Estimate Time Needed: 3 minutes
Approve/Deny Motion
Hold Public Hearing*
Requested Agenda Time: Flexible

Submitted By: Spencer Bauer
Department: Building Maintenance

Who will attend the meeting and be able to respond to questions if different from above?
Name and title:

Summary of Issue (include previous Board or Committee actions, applicable dates and copies of relevant Minutes):
Consider approving a quote from Foster Mechanical (Hutchinson, Minnesota) to replace the variable air volume (VAV) controls at the McLeod County Courthouse at a cost of \$37,540.00, with funds from the County Buildings Major Repair budget (01-115).
A second quote was received from UHL (Maple Grove, Minnesota) for a cost of \$41,245.00.

Recommended Action/Motion:
Consider approving a quote from Foster Mechanical (Hutchinson, Minnesota) to replace the variable air volume (VAV) controls at the McLeod County Courthouse at a cost of \$37,540.00, with funds from the County Buildings Major Repair budget (01-115).

Financial Impact:
Is there a cost associated with this request? Yes No
What is the total cost, with tax and shipping? \$ 37,540.00
Is this budgeted? Yes No
Fund & Department Number: 01-115 ex: 01-031

Additional Information Attached:
Contract/Agreement
Approved by County Attorney's Office: Yes No
Number of Signed Documents: 1
Background Information, Handouts, Contracts, Agreements, Quotes, Bids, Invoices must be Attached

Board Action: (for use by Administrative Assistant)
Approved: Denied:
Tabled: No Action:
Submit Save Print



Terminals Submittals

Job Name: McLeod County Jail Foster

Job Location: New Hope

Customer: Foster

Date Printed: 3/15/2023

Spec Section: 15 - HVAC

Contact: 2908 NEVADA AVENUE NORTH
NEW HOPE, MN 55427



All-In-One
Detailed Submittal Schedule
Terminals

Tag	6"	8"	10"
#	1	2	3
Qty	12	10	2
Model	SDV	SDV	SDV
Max Primary (CFM)	0	0	0
Unit Size	6	8	10
Min Primary (CFM)	0	0	0
EAT (°F)	55.00	55.00	55.00
LAT (°F)	0.00	0.00	0.00
Coil Amps	0	0	0
Fluid Flow (GPM)	2.00	2.00	2.00
EWT (°F)	180.00	180.00	180.00
LWT (°F)	0.00	0.00	0.00

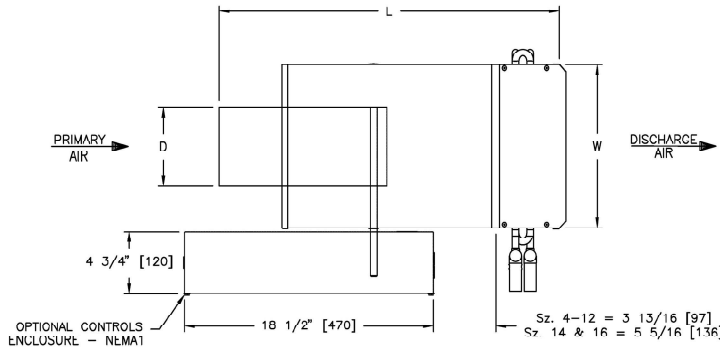


Performance Notes

Date Printed: 3/15/2023

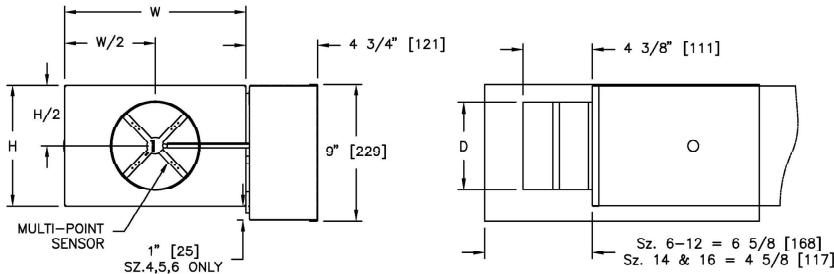
1. Dashes (--) indicate NC values less than 20.
2. NC values are calculated based on procedures outlined in AHRI Standard 885-2008, "A Procedure for Estimating Occupied Space Sound Levels in the Application of Air Terminals and Air Outlets."
3. Sound power levels are given in decibels (dB).
4. Dashes (--) indicate sound power levels below 36-29-26-22-19-17 for each octave band; values below these sound power levels are considered below significance per AHRI 880.
5. Minimum operating pressure is the minimum static pressure required to operate the terminal item assembly at maximum primary flow with a wide open damper.
6. Airflow is given in cubic feet per minute (cfm).
7. Air pressure drop is given in inches water gauge (in. w.g.), and water pressure drop is given in feet of water gauge (ft. w.g.).
8. NC values are derived from sound power levels obtained in accordance with ASHRAE Standard 130-2016 and AHRI Standard 880-2017, which include duct end reflection corrections.
9. Water coil performance is rated and certified in accordance with the latest edition of AHRI Standard 410.

SDV Single Duct w/ Hot Water Coil



Unit Size	Casing Size	Inlet		Casing		Length
		D	E	W	H	L
6	6	5 7/8	N/A	12	8	25 1/8

Controls Type



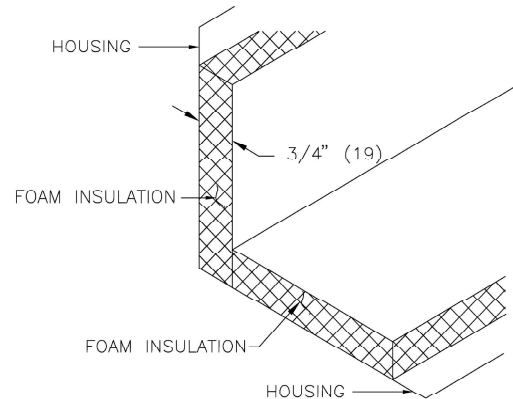
- Multi-point, center averaging airflow sensor.
- Controls enclosure will be supplied as illustrated on right hand side.
- Controls are supplied by controls contractor and field installed.
- PS - Nema 1 controls enclosure included.
- Pressure independent

Notes

- 22 Gauge zinc coated steel housing. Mechanically sealed, leak resistant construction.
- Rectangular discharge opening with slip and drive cleat duct connection.
- Assembly ETL certified to UL50.
- Damper blade constructed of two layers of galvanized steel with a sandwiched peripheral gasket.
- 1/2" (13) diameter zinc coated damper shaft with position indicator.
- Units not to be used for temporary heat or ventilation during construction.
- AD - Bottom access door with screws.

Insulation: FF75

- Internal Insulation - Fiber Free Foam 3/4" (19mm) thick, 1.5 lb/cu.ft density, meets requirements of NFPA90A and UL 181.
- R-Value=3



PROJECT: McLeod County Jail Foster

ENGINEER:

DESCRIPTION: Single Duct Variable Volume

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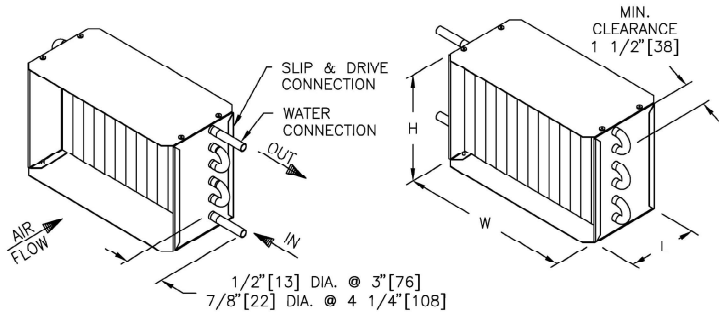
SUBMITTAL NO: 269757-B

CUSTOMER: Foster

SUBMITTAL DATE: 3/15/2023

Water Coil: 2R

2 Row Right Hand



Unit Size	Coil Rows	W	H	L	Coil Connection
6	2	12	8	5	7/8

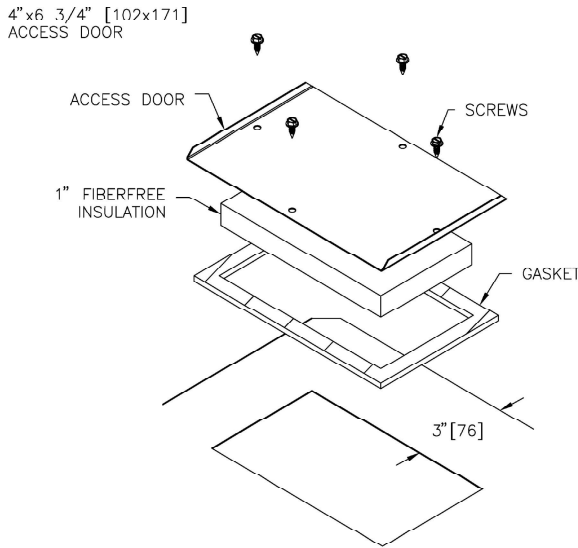
*Hand of water coil connections is determined when viewed from air inlet side.

Water Coil Notes

- Fabricated from 22 gauge galvanized steel. Mechanically sealed, leak resistant construction.
- Hot water coils have copper tubes and aluminum fins with O.D. sweat connections.
- Refer to submitted terminal unit schedule for air volumes and reheat coil capacities.
- Method of venting reheat coil is to be provided by installing contractor.
- Water coil handing matches unit handing.
- Configuration of coil connection varies with size & rows of coil.
- Water coil performance rated and certified in accordance with the current edition of AHRI standard 410.
- Standard coils supplied with 10 fins per inch.

Access Door: AD

Insulated Access Door c/w Screws



PROJECT: McLeod County Jail Foster

ENGINEER:

DESCRIPTION: Single Duct Variable Volume

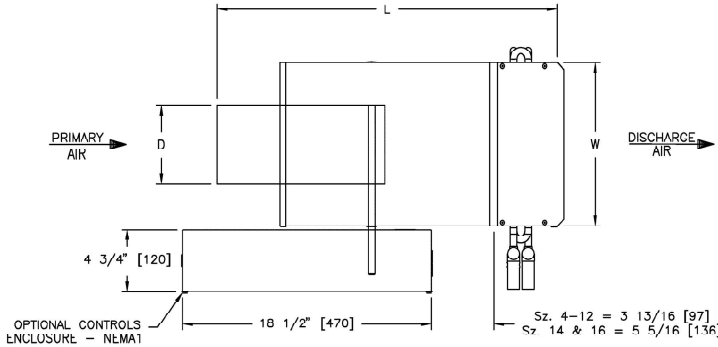
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SUBMITTAL NO: 269757-B

CUSTOMER: Foster

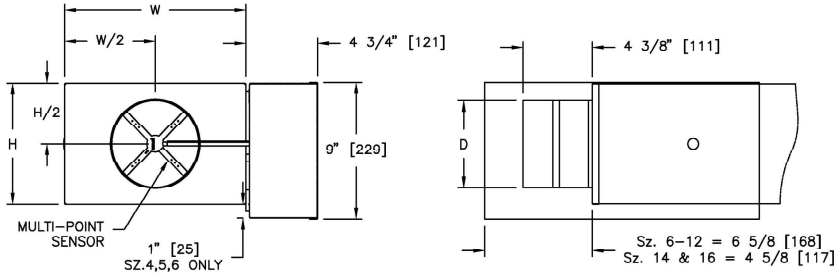
SUBMITTAL DATE: 3/15/2023

SDV Single Duct w/ Hot Water Coil



Unit Size	Casing Size	Inlet		Casing		Length
		D	E	W	H	L
8	8	7 7/8	N/A	12	10	25 1/8

Controls Type



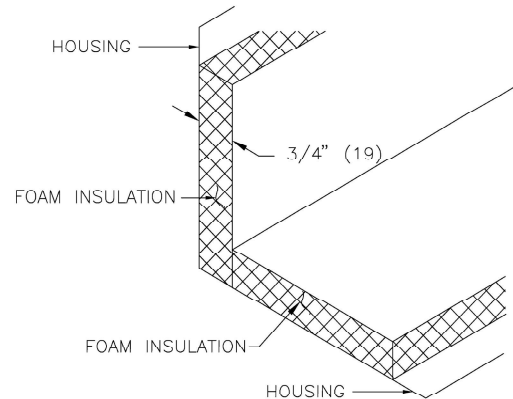
- Multi-point, center averaging airflow sensor.
- Controls enclosure will be supplied as illustrated on right hand side.
- Controls are supplied by controls contractor and field installed.
- PS - Nema 1 controls enclosure included.
- Pressure independent

Notes

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- 1/2" (13) diameter zinc coated damper shaft with position indicator.
- Units not to be used for temporary heat or ventilation during construction.
- AD - Bottom access door with screws.

Insulation: FF75

- Internal Insulation - Fiber Free Foam 3/4" (19mm) thick, 1.5 lb/cu.ft density, meets requirements of NFPA90A and UL 181.
- R-Value=3



PROJECT: McLeod County Jail Foster

ENGINEER:

DESCRIPTION: Single Duct Variable Volume

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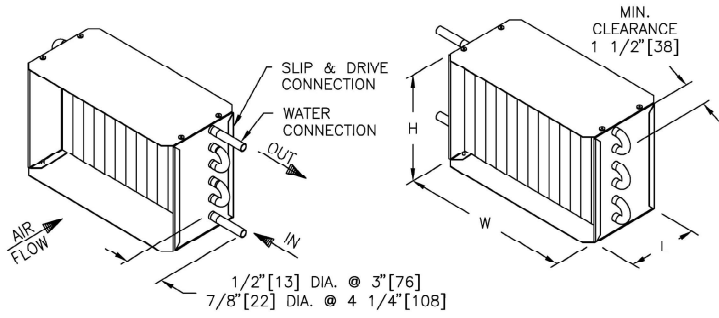
SUBMITTAL NO: 269757-B

CUSTOMER: Foster

SUBMITTAL DATE: 3/15/2023

Water Coil: 2R

2 Row Right Hand



Unit Size	Coil Rows	W	H	L	Coil Connection
8	2	12	10	5	7/8

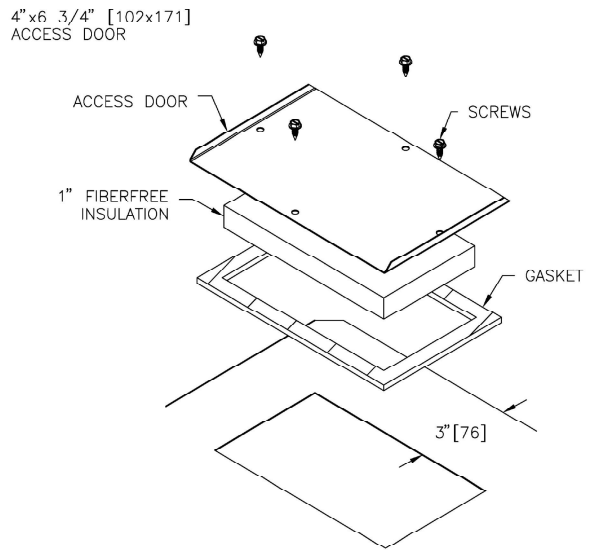
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Water Coil Notes

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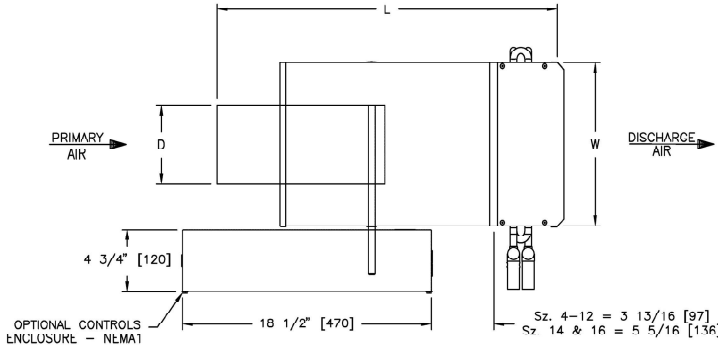
Access Door: AD

Insulated Access Door c/w Screws



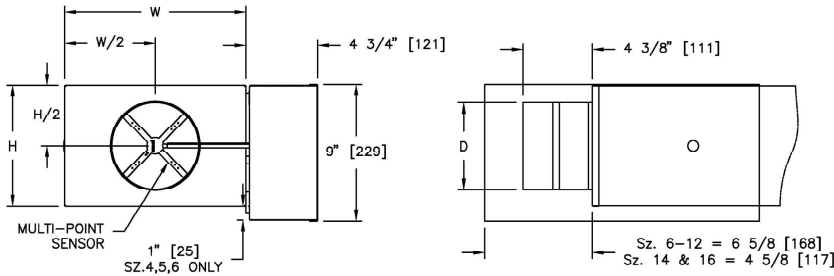
PROJECT: McLeod County Jail Foster **SUBMITTAL NO:** 269757-B **SUBMITTAL DATE:** 3/15/2023
ENGINEER: **CUSTOMER:** Foster
DESCRIPTION: Single Duct Variable Volume
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SDV Single Duct w/ Hot Water Coil



Unit Size	Casing Size	Inlet		Casing		Length
		D	E	W	H	L
10	10	9 7/8	N/A	14	12 1/2	25 1/8

Controls Type



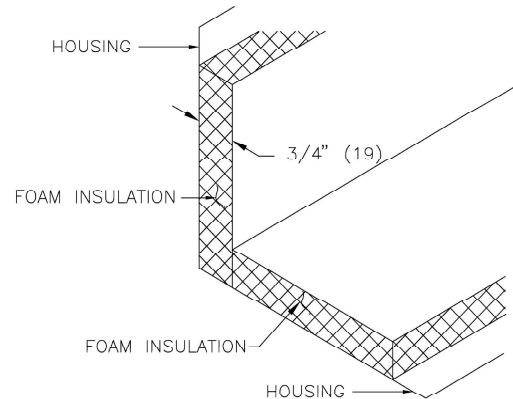
- Multi-point, center averaging airflow sensor.
- Controls enclosure will be supplied as illustrated on right hand side.
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Notes

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Insulation: FF75

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- R-Value=3



PROJECT: McLeod County Jail Foster

ENGINEER:

DESCRIPTION: Single Duct Variable Volume

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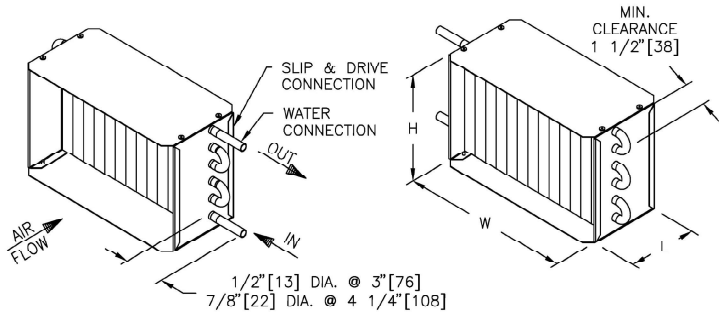
SUBMITTAL NO: 269757-B

CUSTOMER: Foster

SUBMITTAL DATE: 3/15/2023

Water Coil: 2R

2 Row Right Hand



Unit Size	Coil Rows	W	H	L	Coil Connection
10	2	14	12 1/2	5	7/8

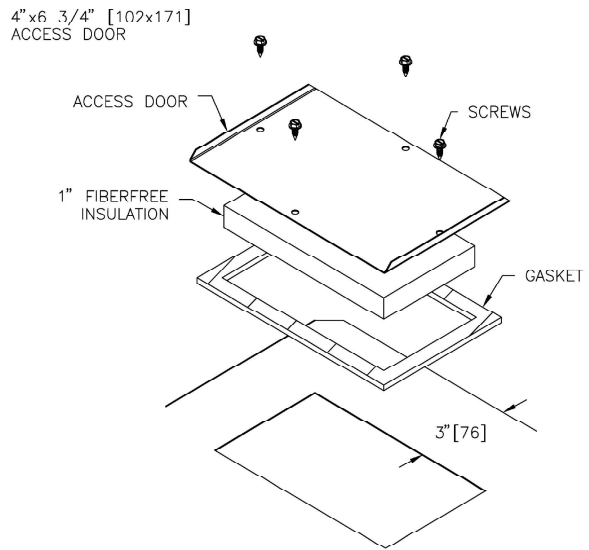
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Access Door: AD

Insulated Access Door c/w Screws



PROJECT: McLeod County Jail Foster **SUBMITTAL NO:** 269757-B **SUBMITTAL DATE:** 3/15/2023
ENGINEER: **CUSTOMER:** Foster
DESCRIPTION: Single Duct Variable Volume
SDV-1-1//1/10/FLD///CFM/CRH/FF75//22GA/PS/WC/2R///0.00//////////0.0//////////0/0/0/0/AD/4x6//////////2000

FOSTER MECHANICAL

Phone: 320-587-4003 Fax: 320-587-4450
945 5th Ave. S.E. #12 Hutchinson, MN 55350

Foster Mechanical is a Minnesota Corporation

4/19/2023

Proposal

Submitted to: McLeod County Court House, Att. Spencer Bauer

Project: VAV Replacements

Scope of Work: Replace 24 existing VAV boxes in the Jail, dispatch, and sheriff's office areas.

The Following is included in this proposal:

- 24 - Price VAV boxes with 2 row coils
- Ductwork modifications as needed for each VAV box
- Insulate duct as needed
- Demo of existing VAV boxes
- Hydronic Piping to each VAV coil
- Install Control Valves provided by UHL

Cost: **\$37,540.00**

The following is not included:

- Controls work coordinate with controls contractor

This proposal may be withdrawn if it is not accepted within 30 days. If you have any questions, please call.

By _____ Date _____
Seth Neumann, Foster Mechanical, Inc.

Accepted by _____ Date _____

Seth Neumann
Foster Mechanical, Inc.
945 5th Ave S.E. # 12
Hutchinson, MN 55350
seth@fostermech.com
Cell 320-583-2551



9065 Zachary Lane N.
Maple Grove, MN 55369

PROPOSAL

Proposal #: CJ23061

Date: 04/27/2023

To: Mcleod County
830 11th Street East
Glencoe, MN 55336

Project: New VAVs

Attn: Spencer Buaer

We propose to furnish the material and/or perform the labor necessary to:

- Provide and install (24) - Price VAV boxes with 2 row coils and install new control valves
- Insulate duct as needed
- Demo of existing VAV boxes
- Hydronic Piping to each VAV coil

All material is guaranteed to be as specified, and the above work to be completed in a substantial workmanlike manner for the sum of: \$41,245.00

Any alteration or deviation from above specifications involving extra cost will be executed only upon written order and will become an extra charge over and above the estimate. This proposal is valid for 30 days.

Respectfully submitted:

Chris Jilek

Account Manager

ACCEPTANCE OF PROPOSAL

The Customer agrees that the prices, specifications and additional Terms and Conditions set forth on the next page of this Proposal are satisfactory and are hereby accepted. Customer agrees that UHL is authorized to perform the work as specified herein. Customer further agrees that payment will be made pursuant to the Terms and Conditions herein.

Accepted by:

Name (print):

Title:

Company Name:

Date:

Uhl Company, Inc. – Terms and Conditions of Service

1. Customer's signature on the attached Proposal forms a binding agreement between Customer and Uhl Company, Inc. ("UHL") for the work described in the Proposal according to the Terms and Conditions contained herein (hereinafter the "Agreement").
2. UHL agrees to use competent personnel and industry standards to perform its work in a timely and professional manner.
3. All labor is to be performed during UHL's normal working hours, unless specified elsewhere in the Proposal.
4. The prices contained in the Proposal are good for 30 days. If at any time the materials, equipment or parts contained in the Proposal become subject to a tariff, levy or other price increase of more than 5% due to action by the U.S. or a foreign government, then UHL shall be entitled to an increase in the price of this Agreement equal to increase in the price of the materials, equipment or parts.
5. UHL represents that it carries Worker's Compensation, general liability, automobile liability, and excess liability insurance policies. Customer shall carry any other insurance necessary for the protection of the project or Customer's interests.
6. Payment is due within 30 days of UHL's invoice date. Interest shall accrue on any unpaid balance at a rate of 1.5% per month. Acceptance by UHL of partial payments shall not constitute any release of collection or lien rights that may exist.
7. In the event of Customer's default of its obligations under this Agreement, other than its payment obligations, UHL will give 10 day's notice to cure. If Customer remains in default after the 10 day cure period, UHL may terminate this Agreement and recover the balance due, in addition to all expenses, damages and costs, including reasonable attorney's fees, incurred by UHL in collecting the outstanding balance owed. In the event Customer fails to make payment within 30 days of being invoiced, UHL may immediately cease all work under this Agreement without notice and cancel this Agreement, at which time the entire Agreement amount shall become due and payable immediately without notice or demand. In addition, Customer shall pay all expenses, damages and costs, including reasonable attorney's fees, incurred by UHL in collecting the outstanding balance owed.
8. If, for any reason, Customer directs a cessation of the work on all or any part of the project, UHL shall be paid for the portion of its work completed at the time of cancellation, including all expenses incurred by UHL in securing the project and ceasing work.
9. Unless otherwise specified in the Proposal, UHL will not furnish any performance or material payment bond. If a bond is requested, Customer agrees to reimburse UHL for the cost of the bond.
10. All labor is warranted for 90 days (except in the case of compressor replacements, which carry a 30 day warranty), while materials, equipment and parts are warranted according to manufacturer specifications. UHL's warranty obligations do not arise if the failure is the result of faulty installation or abuse by others, incorrect electrical connections or alterations made by others, or use under abnormal operating conditions or misapplication of the materials, equipment or parts. Manufacturer warranties may include an allowance for the cost of labor and related costs such as crane rental, refrigerant, etc., for correcting defects in material and workmanship. If the standard manufacturer's warranty does not provide for this additional coverage, Customer shall be responsible for payment of these costs to UHL.
11. UHL MAKES NO OTHER WARRANTIES, EITHER EXPRESSED OR IMPLIED, INCLUDING WITHOUT LIMITATION, ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE AND ANY SUCH WARRANTY IS HEREBY DISCLAIMED BY UHL AND EXCLUDED FROM THIS AGREEMENT. UHL'S WARRANTY SPECIFICALLY EXCLUDES COVERAGE FOR ENVIRONMENTAL CONDITIONS, SUCH AS MOLD. UHL HAS MADE NO INSPECTION FOR, NOR MADE ANY REPRESENTATION REGARDING THE EXISTENCE OR NON-EXISTENCE OF MOLD ON THE CUSTOMER'S PREMISES. UHL HAS FURTHER MADE NO PROMISE OR AFFIRMATION THAT THE MATERIALS AND LABOR PROVIDED WILL ASSIST IN THE PREVENTION OR REMEDIATION OF MOLD OR OTHER ENVIRONMENTAL CONCERNS.
12. ANY AND ALL CLAIMS AGAINST UHL MUST BE BROUGHT WITHIN ONE YEAR OF PERFORMANCE OF THE WORK UNDER THIS AGREEMENT. UHL'S LIABILITY FOR ANY AND ALL CLAIMS ARISING FROM OR IN ANY WAY CONNECTED TO UHL'S WORK UNDER THIS AGREEMENT SHALL NOT EXCEED THE TOTAL AMOUNT OF THIS AGREEMENT. UNDER NO CIRCUMSTANCES, WHETHER ARISING IN CONTRACT, TORT (INCLUDING NEGLIGENCE), EQUITY OR OTHERWISE, WILL UHL BE RESPONSIBLE FOR ANY CLAIMS FOR LOSS OF USE, LOSS OF PROFIT, INCREASED OPERATING OR MAINTENANCE EXPENSES, CLAIMS OF CUSTOMER'S TENANTS OR CLIENTS, OR ANY SPECIAL, INDIRECT OR CONSEQUENTIAL DAMAGES ARISING FROM OR IN ANY WAY CONNECTED TO UHL'S WORK UNDER THIS AGREEMENT.
13. UHL's pricing does not include any cost that may be incurred due to the existence of hazardous material or its removal or disposal, unless specifically provided for in the Agreement. If costs are incurred by UHL due to the existence of hazardous material, those costs will be paid by Customer without the need for written approval.
14. This Agreement, including these Terms and Conditions and the Proposal, constitutes the entire agreement and complete understanding between the parties. No verbal representations shall be binding on either party and Customer agrees that it is not relying on any representation made by UHL that is not contained herein.
15. These Terms and Conditions may in some instances conflict with terms and conditions or other documents issued by Customer. In such case, the Terms and Conditions contained herein shall govern and Customer acknowledges and agrees that acceptance of this Proposal is conditioned upon Customer's acceptance of the Terms and Conditions herein.
16. UHL shall not be liable for any penalty or damage, delay or injury, or for failure to give notice of delay, or to perform, when such damage, delay, injury or failure is due to the elements, acts of god, acts of the owner, act of civil or military authority, war, riots, terrorism, concerted labor action, strikes, shortages of materials, accidents or any causes beyond the reasonable control of UHL. If such a delay occurs, the completion date shall be deemed extended for a period of time equal to the time lost due to any delay excusable under this provision



Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 05/02/2023

(Board meets the 1st and 3rd Tuesday after the first Monday of the Month)

Consent Agenda
Regular Agenda - Estimate Time Needed: 3 minutes
Approve/Deny Motion
Hold Public Hearing*
Requested Agenda Time: Flexible

Submitted By: Spencer Bauer
Department: Building Maintenance

Who will attend the meeting and be able to respond to questions if different from above?
Name and title:

Summary of Issue (include previous Board or Committee actions, applicable dates and copies of relevant Minutes):

Consider approving the purchase of a 2022 Ford Escape SEL from Apple Ford Lincoln (Apple Valley, Minnesota) at a cost of \$34,259.68, with funds from the Southwest Minnesota Adult Mental Health Consortium (SMAMHC).
McLeod County Health and Human Services contracts with SMAMHC to supervise two employees. SMAMHC has \$35,000.00 available for a grant to provide McLeod County for the purchase of a vehicle for one of the employees.
A second quote was received from Fury Ford (Waconia, Minnesota) for a 2022 Ford Escape SE at a cost of \$33,162.25.

Recommended Action/Motion:

Consider approving the purchase of a 2022 Ford Escape SEL from Apple Ford Lincoln (Apple Valley, Minnesota) at a cost of \$34,259.68, with funds from the Southwest Minnesota Adult Mental Health Consortium (SMAMHC).

Financial Impact:
Is there a cost associated with this request?
What is the total cost, with tax and shipping?
Is this budgeted?
Fund & Department Number:

Additional Information Attached:
Contract/Agreement
Minutes of Relevant Meeting(s)
Background Information, Handouts, Contracts, Agreements, Quotes, Bids, Invoices must be Attached
Approved by County Attorney's Office:
Number of Signed Documents: 0

Board Action: (for use by Administrative Assistant)
Approved: Denied:
Tabled: No Action:
Submit Save Print



7200 W 150th St.
P.O. Box 240299
Apple Valley, MN 55124
(952) 431-5900
www.appleautos.com

VEH. STOCK NO. OR ORDER NO. R87117
ORDER DATE APR 27 20 23
SALESPERSON'S NAME (PLEASE PRINT)
ORDERED COLOR STAR WHT M ORDERED TRIM EBONY HEAT ORDERED ENGINE

PURCHASER'S NAME COUNTY OF MCLEOD CO-BUYER'S NAME

PURCHASER'S STREET ADDRESS 2383 HENNEPIN AVE N GLENCOE STATE MN ZIP 55336

RESIDENCE PHONE BUSINESS PHONE RESIDENCE COUNTY MCLEOD DRIVER'S LICENSE NUMBER BIRTHDATE

PLEASE ENTER MY ORDER FOR THE FOLLOWING DESCRIBED VEHICLE NEW USED DEMO EXEC LICENSE NO. SOLD TAB EXP. DATE SOLD LICENSE NO. TRADE TAB EXP. DATE TRADE

MODEL YEAR	MAKE - TRADE NAME	MODEL	BODY TYPE	IDENTIFICATION NO.	MILEAGE
2022	FORD TRUCK	ESCAPE	4DR AWD SEL	1FMCU9H61NUB92412	5350
VEHICLE TRADED					

Ins. Agent _____ Address _____ Phone _____

CUSTOMER INITIALS CHECK ONE Buyer's Insurance Co. _____ Policy #: _____

<input type="checkbox"/>	NO REBATE	BASE PRICE OF VEHICLE SOLD	\$ 31995.00
<input type="checkbox"/>	REBATE ASSIGNED TO DEALER	MANUFACTURERS INSTALLED OPTIONS	
<input type="checkbox"/>	REBATE ASSIGNED TO CUSTOMER		

REBATE AMOUNT N/A

REBATE CHECK NO. _____

OTHER CONDITIONS OF SALE	PURCHASE PRICE	\$ 31995.00
	DISCOUNT	N/A
	CASH PRICE	31995.00
	TRADE-IN ALLOWANCE	N/A
	TRADE DIFFERENCE	\$ 31995.00
	TOTAL TAXABLE SALE	\$ 31995.00

POLLUTION CONTROL SYSTEM DISCLOSURE (TRADE-IN VEHICLE)

in order to comply with Minnesota Statutes, Section 325E.0951, no person may transfer a motor vehicle without providing a written disclosure to the transferee (buyer) certifying the condition of the pollution control system.

Transferor (seller) hereby certifies, to the best of his/her knowledge, that the pollution control system on this vehicle, being traded in, including the restricted gasoline pipe, has not been removed, altered, or rendered inoperative.

Seller's Signature X _____

DEALER'S DISCLAIMER OF WARRANTY

The Dealer expressly disclaims all warranties, either express or implied on the vehicle sold, except any warranties offered and explained in Paragraphs 10 through 13 on the back of this contract. Buyer acknowledges receiving this information before the sale and further acknowledges having read and understood the provisions on the back of this contract.

Buyer's Signature X _____

DEALER'S POLLUTION CONTROL SYSTEM DISCLOSURE (VEHICLE BEING SOLD)

Transferor (Dealer) hereby certifies, to the best of his/her knowledge, that the pollution control system on this vehicle being sold, including the restricted gasoline pipe, has not been removed, altered, or rendered inoperative.

REGISTRATION TAX	5.00	SALES TAX	2079.68
PLATE FEE	10.00	LICENSE	2.25
PUBLIC SAFETY VEHICLE FEE	3.50	LIEN FEE + TITLE FEE	N/A
TRANSFER TAX	N/A	DOCUMENT ADMINISTRATIVE FEE	125.00
TITLE/TRANSFER FEE	8.25	OTHER	N/A
STATE/DEPUTY FILING FEE	11.00	OPTIONAL ELECTRONIC TRANSFER FEE	N/A
LIEN RECORDING FEE	N/A	SUBTOTAL	34201.93
TRANSIT TAX	20.00	LESS CASH DOWN	N/A
TOTAL LICENSE & FEES			57.75
		SUBTOTAL	34259.68
		LESS ADDITIONAL DOWN (-)	N/A
		PLUS PAY-OFF (+)	N/A
		DUE ON DELIVERY	\$ 34259.68

The front and back of this CONTRACT comprise the entire CONTRACT affecting this purchase. The DEALER will not recognize any verbal agreement, or any other agreement of understanding of any nature. You certify that no credit has been extended by dealer for the purchase of this motor VEHICLE. You certify that you are 18 years of age or older, and acknowledge receiving a copy of this contract.

The terms of this CONTRACT were agreed upon and the CONTRACT signed in the dealership on the date noted at top of this form. If DEALER is arranging credit for you, this CONTRACT is not valid until a credit disclosure is made as described in Regulation Z and you have accepted the credit extended.

IMPORTANT: THIS MAY BE A BINDING CONTRACT AND YOU MAY LOSE ANY DEPOSITS IF YOU DO NOT PERFORM ACCORDING TO ITS TERMS.

NOTICE OF SALESPERSON'S LIMITED AUTHORITY. This contract is not valid unless signed and accepted by Sales Manager or Officer of Dealership.

Accepted X _____

Buyer's Signature Accepting Terms of Contract

Cody Bernstein
 Fury Ford Waconia
 235 West Hwy 5
 Waconia, MN 55387

Buyer	Co-Buyer	Vehicle
County Of McLeod 520 Chandler Ave N Glencoe, MN 55336 D: (320) 779-0839, E: (320) 779-0839, C: (320) 779-0839		2022 Ford Escape SE VIN: 1FMCU9G66NUA83106 Stock #: 7D059 Mileage: 10 Color: Agate Black Metallic

Purchase Details	
Retail Price:	\$31,465.00
Sales Price:	\$30,382.39
Savings:	\$1,082.61
Accessories:	\$0.00
Service Contract:	\$0.00
GAP:	\$0.00
Government Fees:	\$680.00
Doc Fees:	\$125.00
Estimated Taxes:	\$1,974.86
Total Sales Price:	\$33,162.25
Trade Allowance:	\$0.00
Trade Payoff:	\$0.00
Trade Equity:	\$0.00
Rebate:	\$0.00
Cash Down:	\$0.00
Cash Price:	\$33,162.25

X

 Customer Signature

X

 Manager Signature

 Date

 Date

Disclaimer:

Printed 4/27/23 2:23 PM

Payments and interest rates are subject to approved credit and program eligibility. Rebates may be tied to financing through Ford with approved credit. Added products are optional.



Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 05/02/2023

(Board meets the 1st and 3rd Tuesday after the first Monday of the Month)

Consent Agenda
Regular Agenda - Estimate Time Needed:
Approve Motion
Approve/Deny Motion
Discussion/Presentation
Hold Public Hearing*
Direction Requested
Requested Agenda Time: Flexible

Submitted By: Connie M. Kurtzweg
Department: Auditor-Treasurer

Who will attend the meeting and be able to respond to questions if different from above?
Name and title:

Summary of Issue (include previous Board or Committee actions, applicable dates and copies of relevant Minutes):

County Ditch 12A Public Hearing - Consider Engineer's Historic Review Report - Continued.
Agenda:
A. Open public hearing.
B. Consider approving the McLeod County Drainage Authority's April 20, 2023, meeting minutes on the matter of County Ditch 12A.
C. Consider approving agenda items for the continuation of the County Ditch 12A public hearing.
D. Purpose of hearing.
E. Review findings and order and consider approval.
F. Receive the Engineer's Repair Report Services Agreement.
G. Public input.
H. Other items of business as deemed necessary.
I. Adjourn or Recess public hearing.

Recommended Action/Motion:

(Empty box for Recommended Action/Motion)

Financial Impact:
Is there a cost associated with this request?
What is the total cost, with tax and shipping?
Is this budgeted?
Fund & Department Number: ex: 01-031

Additional Information Attached:
Contract/Agreement
Approved by County Attorney's Office:
Minutes of Relevant Meeting(s)
Background Information, Handouts, Contracts, Agreements, Quotes, Bids, Invoices must be Attached

Board Action: (for use by Administrative Assistant)
Approved: Denied:
Tabled: No Action:
Submit Save Print

In the Matter of
County Ditch 12A

Proceedings of April 20, 2023

The McLeod County Drainage Authority met at the McLeod County Government Center, Glencoe, MN 55336 on Thursday, April 20, 2023 at 1:00 p.m. Members of the McLeod County Drainage Authority Board present included McLeod County Commissioner Nathan Schmalz, Commissioner Doug Krueger, Commissioner Paul Wright and Commissioner Daryl Luthens. Also present were McLeod County Attorney Ryan Hansch, McLeod County Auditor-Treasurer Connie Kurtzweg, McLeod County SWCD Manager Ryan Freitag and McLeod County Ditch Inspector Adam Leske.

CALL TO ORDER

Commissioner Wright called the meeting to order.

CONSIDERATION OF AGENDA ITEMS

A motion was made by Commissioner Krueger, seconded by Commissioner Schmalz and carried to approve the agenda.

PURPOSE OF THE HEARING

Attorney Ryan Hansch stated the purpose of the hearing was to receive the engineers historic review on the as constructed subsequently improved condition of County Ditch 12A. Also, to receive public input, continue the public hearing if more information was needed or consider approval of the historic review. The report, if adopted, would determine what could be done to the ditch without being considered an improvement.

RECEIVE THE ENGINEER'S HISTORIC REVIEW REPORT

Lisa Odens from Houston Engineering, Inc. (HEI) introduced Adam Scott, who had helped prepare the report, and presented the historic review. Lisa Odens stated HEI was the company tasked with creating the engineers' report for the record reestablishment. The McLeod County Board serves as the Drainage Authority, who has an obligation to maintain the ditch and enforce state drainage law on behalf of the benefited landowners. The drainage system timeline of repairs was 1) make sure records were correct and properly recorded, 2) inspection - which was a repair report, 3) financing - which had been done through the redetermination of benefits, 4) policy and permitting would occur as plans were developed and 5) the actual construction project. Lisa Odens explained it was common to have design documents but not the constructed condition documents. Major objectives of the records reestablishment were, the process legally defined the public drainage system, and it defined the as constructed and subsequently improved condition. Lisa Odens stated that they look at all the old records of the ditch, do a field survey, get cross sections, take an alignment and do soil borings to determine the existing condition and use all the information to establish an as constructed and subsequently improved condition. CD 12A consisted of 5.3 miles of open channel and 2 open channel laterals. It was established and constructed shortly after a 1905 petition and improved in 1966. The improvement included extension, deepening and widening of the main trunk and the addition of lateral 2. The system has a total drainage area of 7,322 acres for 11.3 square miles, and there are 18 culvert crossings; including private, road and railroads.

There were various petitions for lateral one that were dismissed at various times; there were no historic plans so they used a best fit line. The soil borings taken matched the grade on the design plans.

Lisa Odens explained the profile view so landowners better understood what they were looking at. Tile inlets were surveyed as the information could be useful later. She explained that culverts were high sometimes because sediment accumulated, and culverts were replaced on top of sediment, and they also may heave over time.

Damages would have been awarded when the ditch was constructed for the physical area occupied by the ditch, and any additional area need to construct the ditch, including spoils. R-O-W for the main trunk was 70 feet, Lateral 1 was 60 feet and Lateral 2 was 70 feet.

HEI's recommendation was to order the reestablishment of the public drainage system record per state statute, continue maintenance and inspections and continue the development of a repair report to evaluate alternatives to repair the system.

Lisa Odens stated the work that the Drainage Authority was doing was defining where the ditch system existed. Part of having the records reestablishment done was protection. It ensured that an improvement wasn't accidentally being done, which would have regulatory implications. It defined how deep you should be excavating, to maintain the ditch benefitting the land owners. It's important that culverts be sized appropriately throughout the system to restore the drainage function. The size of the project was large enough monetarily that, per state statute, you'd have to get public bids.

Lisa Odens discussed a timeline if a repair report was completed, it would be possible to have construction done in the fall of 2024.

DETERMINE FINDINGS

PUBLIC INPUT

Commissioner Wright asked if anyone had questions on the information that was provided on the culvert sizing, depths etc.

Lyle Grenke was wondering where his property was located in the watershed map that was shown. It was pointed out.

A landowner stated the township culvert on Imperial Avenue was replaced 4 years earlier; they were told it had to be put in right where it was. Lisa Odens stated one end of the culvert was within their scope, and the upper end was just a little high, possibly it would be ok.

There was discussion on repairs needed by the railroad tracks. Adam Leske stated he had talked to the railroad, and they had been receptive. There were many concerns upstream from the railroad. The Junglaus crossings were in disrepair and unusable.

A landowner asked if the box culvert under the railroad tracks could just be reconstructed, be put in deeper or replaced with a larger one. Commissioner Krueger stated they wouldn't have that information until they received the repair report. Adam Leske stated the box culvert under the railroad tracks was shot and needed to be replaced.

Adam Leske questioned who pays for the railroad portion of the ditch. Attorney Hansch thought it would be the same rules as a road authority, but he would have to double check. Larry Philips stated John Kolb had found the statute that stated what the railroad had to pay for.

A landowner questioned if an easement would be required for the railroad properties. Lisa Odens stated damages were paid at the establishment of the ditch, she wouldn't anticipate any additional easements with the railroad.

A landowner asked if the Drainage Authority had to reestablish records, did that give them the right to expand or change the ditch? Commissioner Wright stated no, those would be considered improvements.

A landowner asked how often the ditch would be inspected after the repair was completed. Adam Leske stated every year or at least every other year. Established buffers have made it much easier and quicker. A motion was made by Commissioner Krueger, seconded by Commissioner Schmalz and carried to approve the Record Reestablishment Report.

OTHER ITEMS

A landowner asked about a timeline to get construction started, as they were all interested in getting the repair done quickly. Auditor-Treasurer Kurtzweg would need to prepare the findings and order approving the historic review report, take it to a regular board meeting, and then a repair report could be ordered at that same time. Auditor-Treasurer Kurtzweg asked Lisa Odens if she would be able to have estimates for the repair report by the April 26, 2023 so it could get on the agenda for the May 2, 2023 Board meeting. Lisa Odens stated that could be done.

Ryan Freitag stated they usually try to start construction when the crops are off. An option if needed would be to rent 40 or 50 feet on each side of the ditch to get construction started a little earlier in the summer of 2024. Sometimes bids are cheaper at that time also.

Commissioner Schmalz stated sometimes the public would tell the Board they weren't being transparent or moved too slowly; he agreed with HEI completing the repair report.

Once the repair report was completed, the road authorities could begin work.

A motion was made by Commissioner Krueger, seconded by Commissioner Schmalz and carried to recess the Public Hearing until May 2, 2023 at 9:15 a.m.

ATTEST:

Paul Wright
McLeod County Board Chair

Connie M. Kurtzweg
McLeod County Auditor-Treasurer

COUNTY DRAINAGE AUTHORITY OF COUNTY DITCH 12A
MCLEOD COUNTY
FINDINGS AND ORDER

This matter came before the Drainage Authority of County Ditch 12A on April 20, 2023, at the McLeod County Government Center, 520 Chandler Avenue North in Glencoe, McLeod County, Minnesota.

Members of the Drainage Authority present included: County Commissioners Nathan Schmalz, Doug Krueger, Paul Wright and Daryl Luthens. Also present were McLeod County Attorney Ryan Hansch and McLeod County Auditor-Treasurer Connie Kurtzweg.

During the hearing the Engineers of Houston Engineering, Inc. submitted and detailed their County Ditch 12A Historic Review Report dated March 17, 2023. Public comment was received.

That based upon the foregoing, the Drainage Authority does hereby find that the Engineer's reports along with the existing records together does accurately define the alignment; cross-section; profile; hydraulic structure locations, materials, dimensions and elevations; and right-of-way of the drainage system and adopts the CD 12A Historic Review Report and establishes the as-constructed and subsequently improved condition or ACSIC as printed on Exhibit A.

That based upon the foregoing, the Drainage Authority does hereby order:

1. That the date of the Reestablishment of Records shall be effective May 2, 2023.

Approved by the Drainage Authority of McLeod County Ditch 12A this 2nd day of May, 2023

Date _____

Paul Wright
McLeod County Board Chair

Date _____

Connie M. Kurtzweg
McLeod County Auditor-Treasurer



Maple Grove Office P 763.493.4522 F 763.493.5572

7550 Meridian Circle North, Suite 120 | Maple Grove, MN 55369

April 25, 2023

Adam Leske
Ditch Inspector
McLeod County SWCD
520 Chandler Ave N
Glencoe, MN 55336

Subject: McLeod County Ditch 12A Repair Report

Adam:

Houston Engineering Inc. (HEI) has prepared the attached Agreements to provide professional engineering services to McLeod County related to management of County Ditch 12A. The Scope of Work for County Ditch 12A includes a Repair Report for 6.0 miles of open channel ditch. The project tasks are described in the attached Scopes of Services.

HEI has previously provided services for CD 12A which included a memorandum describing recommended culvert size for six culverts along the system. HEI intends to fully utilize this previous work during continued services along the ditch system.

Thank you for the opportunity to provide engineering services to McLeod County. If you have any questions, please feel free to contact us.

Sincerely,

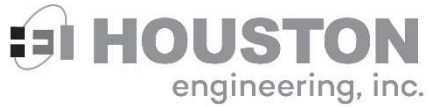
HOUSTON ENGINEERING, INC.

A handwritten signature in blue ink, appearing to read 'Chris Otterness', is written over a horizontal line.

Chris Otterness, PE
Principal-in-charge
Direct: 763.493.6665
cotterness@houstoneng.com

A handwritten signature in blue ink, appearing to read 'Lisa Odens', is written over a horizontal line.

Lisa Odens, PE
Project Manager
Direct: 763.493.6667
lodens@houstoneng.com



HEI - MAPLE GROVE
7550 Meridian Circle N, Suite 120
Maple Grove, MN 55369
P: (763) 493-4522

CLIENT/OWNER SERVICES AGREEMENT

PROJECT NAME: McLeod County Ditch 12A
HOUSTON JOB NO.: R008890-0009 HOUSTON PROJ. MGR.: Lisa Odens
CLIENT/OWNER NAME: McLeod County
CLIENT/OWNER ADDRESS: 520 Chandler Ave N, Glencoe, MN 55336
CLIENT/OWNER PHONE NO.: CLIENT/OWNER CONTACT: Connie Kurtzweg

This Client/Owner Services Agreement ("Agreement") is made and entered into effective as of this 21st day of April, 2023, by and between HOUSTON ENGINEERING, INC. ("Houston") and McLeod County ("Client").

Recitals

- A. Client has requested Houston to perform certain professional services in connection with a project generally referred to as CD 12A Repair Report ("Project").
B. Houston desires to provide the professional services requested by Client in accordance with this Agreement.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Houston and Client agree as follows:

1. Services. Houston shall perform the services set forth in Attachment A ("Services") in accordance with the terms and conditions of this Agreement.

2. Term of Agreement. This Agreement shall commence on the date first stated above, and Houston is authorized to commence performance of the Services as of that date. This Agreement shall terminate on the 31 day of December, 2023, unless terminated earlier pursuant to the terms and conditions of this Agreement.

3. Attachments. The Attachments below, which have been marked for inclusion, are hereby specifically incorporated into and made a part of this Agreement:

- [X] ATTACHMENT A - SERVICES (Houston assumes no responsibility to perform any services not specifically listed.)
[X] ATTACHMENT B - GENERAL TERMS AND CONDITIONS
[] ATTACHMENT C -
[] ATTACHMENT D -
[X] FEE SCHEDULE - DATED 2023.
[] ALTA/NSPS LAND TITLE SURVEY RIDER

4. Compensation.

\$ Lump Sum Fee - Based on the Services defined herein
\$ 24,800 Estimated Fee - Client invoiced on an hourly basis commensurate with the attached Fee Schedule
\$ Percentage of Estimated Construction Cost
\$ Other -

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as of the date first above written:

CLIENT/OWNER

HOUSTON ENGINEERING, INC.

BY: AUTHORIZED REPRESENTATIVE

BY: [Signature] AUTHORIZED REPRESENTATIVE

TITLE:

TITLE: Principal-in-Charge

PLEASE SIGN AND RETURN ONE COPY TO HOUSTON AT THE ADDRESS ABOVE



HEI - MAPLE GROVE
7550 Meridian Circle North, Suite 120
Maple Grove, MN 55369
P: (763) 493-4522

ATTACHMENT A – SCOPE OF SERVICES

Scope of Services to Be Completed By HEI

1. Repair Report: This will include an evaluation of project costs, an evaluation of the hydraulic effect of restoring the drainage system to the as-constructed and subsequently improved condition, a summary of regulatory requirements associated with the repair, and a set of repair plans for the open channel portions of the system.

The system includes 15 culvert crossings, 6 of which were previously reviewed by HEI. This effort will include the sizing of 9 additional culverts.

It is assumed that HEI will attend one in-person meeting with the railroad. We will also attend a public hearing to present the findings of the repair report.

Assumptions

- The CD 12A system consists of 6.0 miles of open channel.
- Costs do not include wetland delineations, wetland impact analysis, and regulatory engagement.
- Repair report will evaluate only 1 alternative.
- One public hearing is included.
- One in-person meeting with the Railroad is included.

Estimated Cost

The estimated cost is as follows:

Task	Cost
Repair Report	\$20,800
Presentations, Meetings, and Coordination	\$ 4,000
Total	\$24,800

Note: The cost for each system/phase is estimated only, and HEI reserves the right to reallocate cost between phases.

General Terms and Conditions

1. STANDARD OF CARE

Houston shall perform its Services in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances in the region where the Project is located.

2. PAYMENT TERMS

Invoices will be submitted periodically (customarily on a monthly basis) and are due and payable upon receipt. Client agrees to pay a service charge on all accounts 30 days or most past due at a rate equal to one percent (1%) each month but in no event shall such service charge exceed the maximum amount allowed by law. Acceptance of any payment from Client without accrued service charges shall not be deemed to be a waiver of such service charges by Houston. In the event Client is past due with respect to any invoice Houston may, after giving five (5) days written notice to Client, suspend all services without liability until Client has paid in full all amounts owing Houston on account of services rendered and expenses incurred, including service charges on past due invoices. Payment of invoices is not subject to discount or offset by Client.

3. CHANGES OR DELAYS

If the Project requires conceptual or process development services, such services often are not fully definable in the initial planning. If, as the Project progresses, facts develop that in Houston's judgment dictate a change in the Services to be performed, Houston shall inform Client of such changes and the parties shall negotiate, in good faith, with respect to any change in scope and adjustment to the time of performance and compensation and modify the Agreement accordingly. In the event the parties are unable to reach an agreement, either party may terminate this Agreement without liability by giving fourteen (14) days written notice to the other party. In the event of termination, the final invoice will include all Services and expenses associated with the Project up to the effective date of termination, and will also include equitable adjustment to reimburse Houston for any termination settlement costs incurred relating to commitments that had become firm before termination plus a 10 percent markup on those settlement costs.

4. PAYMENT

Where the method of payment under the Agreement is based upon cost reimbursement (e.g., hourly rate, time and materials, direct personnel expense, per diem, etc.), the following shall apply: (a) the minimum time segment for charging work is one-quarter hour; (b) labor (hours worked) and expenses will be charged at rates commensurate with the attached fee schedule or, if none is attached, with Houston's current fee schedule (at the time of the work); (c) when applicable, rental charges will be applied to cover the cost of pilot-scale facilities or equipment, apparatus, instrumentation, or other technical machinery. When such charges are applicable, Client will be advised at the start of an assignment, task, or phase; and (d) invoices based upon cost reimbursement will be submitted showing labor (hours worked) and total expense. If requested by Client, Houston shall provide supporting documentation at Client's cost, including labor and copying costs.

5. TERMINATION

Either party may terminate this Agreement, in whole or in part, by giving fourteen (14) days written notice to the other party, if the other party fails to fulfill its obligations under this Agreement through no fault of the terminating party. In such event, and subject to the limitations set forth in this Agreement, the non-defaulting party may pursue its rights and remedies as contemplated by this Agreement and as allowed by law.

6. LIMITATION OF LIABILITY

In no event shall Houston be liable for incidental, indirect or consequential damages of any kind. Houston's maximum cumulative liability with respect to all claims and liabilities under this Agreement, whether or not insured, shall not exceed the greater of \$50,000 or the total compensation received by Houston under this Agreement. The disclaimers and limitations of liability set forth in this Agreement shall apply regardless of any other contrary provision set forth and regardless of the form of action, whether in contract, tort or otherwise. Each provision of this Agreement which provides for a limitation of liability, disclaimer of warranty or condition or exclusion of damages is severable and independent of any other provision and is to be enforced as such. Client hereby releases Houston from any and all liability over and above the limitations set forth in this paragraph.

7. INSURANCE

Houston shall obtain and maintain during the term of this Agreement, at its own expense, workers' compensation insurance and comprehensive general liability insurance in amounts determined by Houston and will, upon request, furnish insurance certificates to Client. The existence of any such insurance shall not increase Houston's liability as limited by paragraph 6 above.

8. HAZARDOUS SUBSTANCES

Client shall furnish or cause to be furnished to Houston all documents and information known by Client that relate to the identity, location, quantity, nature, or characteristics of any asbestos, pollutant or hazardous substance, however defined ("Hazardous Substances") at, on or under the Project site. Houston is not, and has no responsibility as a handler, generator, operator, treater, storer, transporter, or disposer of Hazardous Substances found or identified at the Project. Client agrees to bring no claim for fault, negligence, breach of contract, indemnity, or other action against Houston, its principals, employees, agents, and consultants, if such claim in any way would relate to Hazardous Substances in connection with the Project. Client further agrees, to the fullest extent permitted by law, to defend, indemnify, and hold harmless Houston, its principals, employees, agents, and consultants from and against all claims, damages, losses, and expenses, direct or indirect, or consequential damages, including but not limited to fees and charges for attorneys and court and arbitration costs, arising out of or resulting from the performance of Houston's Services hereunder, or claims brought against Houston by third parties arising from Houston's Services or the services of others and/or work in any way associated with Hazardous Substance activities. This indemnification shall survive termination of this Agreement.

9. INDEMNIFICATION

Client shall indemnify, and hold harmless Houston, together with its officers, directors, agents, consultants and employees from and against any and all claims, costs, losses and damages, including attorneys' fees and other costs of litigation or dispute resolution arising directly or indirectly from Client's breach of this Agreement or Client's fault, negligent acts or omissions or intentional misconduct in connection with this Agreement or the Project. Subject to the limitations set forth in this Agreement, Houston shall indemnify and hold harmless Client, together with its officers, directors, agents, consultants and employees from and against any and all claims, costs, losses and damages, including attorneys' fees and other costs of litigation or dispute resolution arising directly or indirectly from Houston's breach of this Agreement or Houston's fault, negligent acts or omissions or intentional misconduct in connection with this Agreement or the Project. The indemnification obligations set forth in this paragraph shall survive termination of this Agreement.

10. WARRANTY

Except as specifically set forth in this Agreement, Houston has not made and does not make any warranties or representations whatsoever, express or implied, as to Services performed or products provided including, without limitation, any warranty or representation as to: (a) the merchantability or fitness or suitability of the Services or products for a particular use or purpose whether or not disclosed to Houston; and (b) delivery of the Services and products free of the rightful claim of any person by way of infringement (including, but not limited to, patent or copyright infringement) or the like. Houston does not warrant and will not be liable for any design, material or construction criteria furnished or specified by Client and incorporated into the Services provided hereunder.

11. PROJECT SITE

Client shall furnish such reports, data, studies, plans, specifications, documents, and other information regarding surface and subsurface site conditions required by Houston for proper performance of its Services. Houston shall be entitled to rely upon Client provided documents and information in performing the Services required under this Agreement. Houston assumes no responsibility or liability for the accuracy or completeness of any such documents or information. Houston will not direct, supervise, or control the work, means or methods of contractors or their subcontractors in connection with the Project. Houston's Services will not include a review or evaluation of the contractor's or subcontractor's safety measures. The presence of Houston, its employees, agents or subcontractors on a site shall not imply that Houston controls the operations of others nor shall it be construed to be an acceptance by Houston of any responsibility for job-site safety.

12. CONFIDENTIALITY

Houston shall maintain as confidential and not disclose to others without Client's prior consent all information obtained from Client that was not otherwise previously known to Houston or in the public domain and is expressly designated by Client in writing to be "CONFIDENTIAL." The provisions of this paragraph shall not apply to information in whatever form that (a) is published or comes into the public domain through no fault of Houston, (b) is furnished by or obtained from a third party who is under no obligation to keep the information confidential, or (c) is required to be disclosed by law on order of a court, administrative agency, or other authority with proper jurisdiction. Client agrees that Houston may use and publish Client's name and a general description of Houston's services with respect to the Project in describing Houston's experience and qualifications to other clients or potential clients.

13. RE-USE OF DOCUMENTS

All documents, including drawings and specifications, prepared or furnished by Houston (and Houston's affiliates, agents, subsidiaries, independent professional associates, consultants, and subcontractors) pursuant to this Agreement are instruments of service in respect of the Project, and Houston shall retain ownership thereof, whether or not the Project is completed. Client may make and retain copies for information and reference in connection with the Project; however, such documents are not intended or represented to be suitable for re-use by Client or others on extensions of the Project or on any other project. Any re-use without written verification or adaptation by Houston for the specific purpose intended will be at Client's sole risk and without liability to Houston or Houston's affiliates, agents, subsidiaries, independent professional associates, consultants, and subcontractors with respect to any and all costs, expenses, fees, losses, claims, demands, liabilities, suits, actions, and damages whatsoever arising out of or resulting therefrom. Any such verification or adaptation will entitle Houston to further compensation at rates to be agreed upon by Client and Houston.

14. REMEDIES

Subject to the limitations set forth in this Agreement, in the event any party is in default of this Agreement, the non-defaulting party shall be entitled to pursue all rights and remedies available to it under this Agreement or as allowed by law.

15. PROPRIETARY DATA

The technical and pricing information in connection with the Services provided by Houston is confidential and proprietary and is not to be disclosed or otherwise made available to third parties by Client without the express written consent of Houston.

16. GOVERNING LAW

The validity, construction and performance of this Agreement and all disputes between the parties arising out of or related to this Agreement shall be governed by the laws, without regard to the law as to choice or conflict of law, of the State of North Dakota. Client consents to jurisdiction as to all issues concerning or relating to this Agreement or the Project with the federal or state district courts designated for Cass County, North Dakota.

17. DATA PRACTICES ACT REQUESTS

Houston considers certain information developed during the execution of services as "not public" and "protected" from public disclosure under the various local, state and federal data practices laws. Client shall reimburse Houston for any and all costs and expenses, including attorneys' fees associated with any requests for release of information under any such laws.

18. FORCE MAJURE

Houston shall not be liable for any loss, damage or delay resulting out of its failure to perform hereunder due to causes beyond its reasonable control including, without limitation, acts of nature or the Client, acts of civil or military authority, terrorists threats or attacks, fires, strikes, floods, epidemics, quarantine restrictions, war, riots, delays in transportation, transportation embargos, extraordinary weather conditions or other natural catastrophe or any other cause beyond the reasonable control of Houston. In the event of any such delay, Houston's performance date(s) will be extended for that length of time as may be reasonably necessary to compensate for the delay.

19. WAIVER OF JURY

In the interest of expediting any disputes that might arise between Houston and Client, Client hereby waives its rights to a trial by jury of any dispute or claim concerning this Agreement, the Services, the Project and any other documents or agreements contemplated by or executed in connection with this Agreement.

20. NOTICES

Any and all notices, demands or other communications required or desired to be given under this Agreement shall be in writing and shall be validly given or made if personally served; sent by commercial carrier service; or if deposited in the United States Mail, certified or registered, postage prepared, return receipt requested. If such notice or demand is served personally, notice shall be deemed constructively made at the time of such personal service. If such notice, demand or other communication is given by mail or commercial carrier service, such notice shall be conclusively deemed given three (3) days after deposit thereof in the United States Mail or with a commercial carrier service. Notices, demand or other communications required or desired hereunder shall be addressed to the individuals indicated in this Agreement at the addresses indicated in this Agreement. Any party may change its address or authorized recipient for purposes of this paragraph by written notice given in the manner provided above.

21. MISCELLANEOUS

This Agreement shall take precedence over any inconsistent or contradictory provisions contained in any proposal, contract, purchase order, requisition, notice-to-proceed, or like document regarding the Services. If any provision of this Agreement is determined to be invalid or unenforceable in whole or part by a court of competent jurisdiction, the remaining provisions hereof shall remain in full force and effect and be binding upon the parties hereto. The parties agree to reform this Agreement to replace any such invalid or unenforceable provision with a valid and enforceable provision that as closely as possible expresses the intention of the stricken provision. This Agreement, including but not limited to the indemnification provisions, shall survive the completion of the Services under this Agreement and the termination of this Agreement. This Agreement gives no rights or benefits to anyone other than Houston and Client and has no third party beneficiaries except as may be specifically set forth in this Agreement. This Agreement constitutes the entire agreement between the parties and shall not in any way be modified, varied or amended unless in writing signed by the parties. Prior negotiations, writings, quotes, and understandings relating to the subject matter of this Agreement are merged herein and are superseded and canceled by this Agreement. Headings used in this Agreement are for the convenience of reference only and shall not affect the construction of this Agreement. This Agreement and the rights and duties hereunder may not be assigned by Client, in whole or in part, without Houston's prior written approval. No failure or delay on the part of Houston in exercising the right, power or remedy under this Agreement shall operate as a waiver thereof; nor shall any single or partial exercise of any rights, power or remedy preclude any other or further exercise thereof or the exercise of any other right, power or remedy hereunder. The remedies provided in this Agreement are cumulative and not exclusive of any remedies provided by law.

2023 FEE SCHEDULE

LABOR RATES

The following is a schedule of hourly rates and charges for services offered by Houston Engineering, Inc. These rates are subject to a modest increase on January 1st of each year (typically no more than 5%).

Category	2023 Rates	Category	2023 Rates	Category	2023 Rates
Engineering Intern	\$111	Technician Intern	\$97	Project Assistant 1	\$79
Engineer 1	134	Technician 1	111	Project Assistant 2	91
Engineer 2	141	Technician 2	118	Project Assistant 3	97
Engineer 3	149	Technician 3	127	Project Assistant 4	101
Engineer 4	155	Technician 4	134	Project Assistant 5	108
Engineer 5	166	Technician 5	141	Project Assistant 6	113
Engineer 6	176	Technician 6	149	Planner 1	\$155
Engineer 7	186	Technician 7	156	Planner 2	170
Engineer 8	196	Technician 8	165	Planner 3	185
Engineer 9	205	Technician 9	172	Planner 4	215
Engineer 10	215	Technician 10	181	Planner 5	225
Engineer 11	224	Technician 11	188	Land Surveyor 1	\$141
Engineer 12	235	GIS Intern	\$68	Land Surveyor 2	162
Engineer 13	244	GIS Analyst 1	105	Land Surveyor 3	179
Scientist 1	\$131	GIS Analyst 2	116	Land Surveyor 4	191
Scientist 2	141	GIS Analyst 3	127	Land Surveyor 5	215
Scientist 3	155	GIS Analyst 4	138	Land Surveyor 6	235
Scientist 4	167	GIS Analyst 5	149	CAD Technician 1	\$99
Scientist 5	178	GIS Analyst 6	159	CAD Technician 2	103
Scientist 6	208	Project Manager 1 – Technology	162	CAD Technician 3	111
Scientist 7	235	Project Manager 2 – Technology	179	CAD Technician 4	118
Hydrogeologist 1	\$141	Project Manager 3 – Technology	208	CAD Technician 5	127
Hydrogeologist 2	156	Software Engineer 1	\$122	CAD Technician 6	134
Hydrogeologist 3	178	Software Engineer 2	137	Drone Pilot	\$150
Hydrogeologist 4	221	Software Engineer 3	148	Drone Visual Observer	60
Hydrogeologist 5	235	Software Engineer 4	158	Landscape Architect 1	\$129
Senior Consultant 1	\$199	Software Engineer 5	170	Landscape Architect 2	139
Senior Consultant 2	247	Software Engineer 6	181	Landscape Architect 3	150
Senior Consultant 3	258	Computer Technician	\$171	Landscape Architect 4	161
Senior Consultant 4	268			Landscape Architect 5	171
Senior Consultant 5	278				

SURVEY CREWS & REIMBURSABLE EXPENSES

Category	2023 Rates	Category	2023 Rates
Survey Crews:		ATV/Snowmobile/ Boat	\$15/hour
1-Person Crew (plus equipment)	\$172/hour	ATV w/Tracks	\$30/hour
2-Person Crew (plus equipment)	\$209/hour	Hydrone RCV	\$50/hour
3-Person Crew (plus equipment)	\$259/hour	Small UAS (Drone)	\$25/hour
4-Person Crew (plus equipment)	\$290/hour	Large UAS (Drone)	\$50/hour
Meals	Actual Cost	Deliveries/Postage/Printing	Actual Cost
Hotel	Actual Cost	Surveying Materials: Lath, Hubs, Pipe, etc.	Actual Cost
Mileage – Vehicles:		Special Equipment and Other Materials Required	Actual Cost
2-Wheel Drive	IRS Standard Mileage Rate	Subconsultants	Actual Cost + 10%
4-Wheel Drive	IRS Standard Mileage Rate + \$.20/Mile		
GPS Equipment	\$25/hour/unit		
Robotic Total Station	\$40/hour		



Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 05/02/2023

(Board meets the 1st and 3rd Tuesday after the first Monday of the Month)

Consent Agenda
Regular Agenda - Estimate Time Needed: 5 minutes
Approve/Deny Motion
Hold Public Hearing*
Requested Agenda Time: Flexible

Submitted By: Connie M. Kurtzweg
Department: Auditor-Treasurer

Who will attend the meeting and be able to respond to questions if different from above?
Name and title:

Summary of Issue (include previous Board or Committee actions, applicable dates and copies of relevant Minutes):

Consider approving the purchase of an upgrade to the election reporting computer at a cost of \$1,958.00, with Help America Vote Act (HAVA) grant money from the Special Revenue Fund (25-085).
In 2021, the Minnesota State Legislature authorized a \$3,000,000.00 distribution from the federal HAVA appropriation as grants to political subdivisions. McLeod County received \$28,177.78 during the first round of funding. In 2022, remaining funds not allocated during the first round of HAVA grant awards were allocated to participating counties. McLeod County was granted \$4,286.94 during the second round of HAVA. These grants must be used to "improve accessibility," "implement security improvements for election systems," and/or fund "other activities to improve the security of elections."
I am requesting to update our election reporting computer to Windows 10 Enterprise. The upgrade would be performed by the County's vendor, Election Systems & Software (Omaha, Nebraska), and is certified in Minnesota as version EVS 6.0.7.0. The upgrade will enhance the security of our election reporting computer, first by updating the version and also by adding additional authentication and security measures.

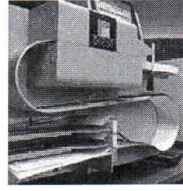
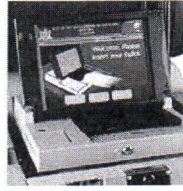
Recommended Action/Motion:

Consider approving the purchase of an upgrade to the election reporting computer at a cost of \$1,958.00, with Help America Vote Act (HAVA) grant money from the Special Revenue Fund (25-085).

Financial Impact:
Is there a cost associated with this request? Yes No
What is the total cost, with tax and shipping? \$ 1,958.00
Is this budgeted? Yes No
Fund & Department Number: 25-085 ex: 01-031

Additional Information Attached:
Contract/Agreement
Minutes of Relevant Meeting(s)
Background Information, Handouts, Contracts, Agreements, Quotes, Bids, Invoices must be Attached
Approved by County Attorney's Office: Yes No
Number of Signed Documents:

Board Action: (for use by Administrative Assistant)
Approved: Denied:
Tabled: No Action:
Submit Save Print



Election Systems & Software, LLC
 11208 John Galt Blvd
 Omaha, NE 68137

EVS 6.0.7.0 Reporting Standard Standalone System Purchase Order

February 21, 2023

McLeod County, Minnesota

2391 Hennepin Ave N
 Glencoe, MN 55336

Quantity	Part #	Description	Price	Ext. Price
EMS WORKSTATION				
1	96035	8GB DDR4 3200 UBIMM 1RX8 (OPTIPLEX 5050)	\$100.00	\$100.00
1	10005	BITLOCKER KEY - <i>Optional</i>	\$37.00	\$37.00
1 3	96053	YUBICO YUBIKEY 5A - <i>Optional</i>	\$51.00	51.00 153.00
1	96032	MICROSOFT WIN10 IOT ENT 2019 LTSC VALUE	\$128.00	\$128.00
MISCELLANEOUS COMPONENTS				
1 0	96000	BROTHER HL-L6400DW B/W DUPLEX LASER PRINTER	\$587.00	587.00 0
1 0	96016	LD 6' USB 2.0 A-B CABLE,T,IVOTR,RTAL 6' USB CABLE	\$8.00	8.00 0
SERVICES				
1	510210	STANDALONE EMS INSTALL	\$1,540.00	\$1,540.00
		<ul style="list-style-type: none"> • Staging of EMS workstations at ES&S Technical Services lab. <ul style="list-style-type: none"> o Includes the installation, configuration, and testing of EMS workstation. • Equipment is shipped to customer location. <ul style="list-style-type: none"> o Physical installation of workstation and related hardware (Printer, UPS, etc.) performed by customer. • EMS installation summary documentation provided to customer upon completion of installation. 		
		Order Total		2,451.00 1958.00

Invoicing and Payment Terms:

100% of Order Total Due Thirty (30) Calendar Days after the later of (a) Equipment Delivery, or (b) Receipt of corresponding ES&S Invoice.

Note 1: Pricing of purchase order is valid for 30 days due to fluctuating pricing in 3rd party hardware and software. Agreements will need to be updated if not executed within 30 days.

Note 2: In no event shall Customer's payment obligations hereunder, or the due dates for such payments, be contingent or conditional upon Customer's receipt of federal and/or state funds.

Note 3: Any applicable (City & State) sales taxes have not been included in pricing and are the responsibility of the customer.

Note 4: Shipping and Handling is not included in the Order Total and will be invoiced separately .

Note 5: Network Cabling is not included.

Customer acknowledges that ES&S is purchasing the third party items set forth herein ("Third Party Items") for resale to Customer, and that the proprietary and intellectual property rights to the Third Party Items are owned by parties other than ES &S ("Third Parties"). Customer further acknowledges that except for the payment to ES&S for the Third Party Items, all of its rights and obligations with respect thereto flow from and to the Third Parties. ES&S shall provide Customer with copies of all documentation and warranties for the Third Party Items which are provided to ES &S.

Customer Signature _____ Date _____

Title _____



Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 05/02/2023

(Board meets the 1st and 3rd Tuesday after the first Monday of the Month)

Consent Agenda
Regular Agenda - Estimate Time Needed: 5 minutes
Approve/Deny Motion
Hold Public Hearing*
Discussion/Presentation
Direction Requested
Requested Agenda Time: Flexible

Submitted By: Connie M. Kurtzweg
Department: Auditor-Treasurer

Who will attend the meeting and be able to respond to questions if different from above?
Name and title:

Summary of Issue (include previous Board or Committee actions, applicable dates and copies of relevant Minutes):

Consider approving the media burn programming license through Election Systems & Software (Omaha, Nebraska) at a cost of \$4,475.00, with funds from the Elections budget (01-085).
McLeod County has received a purchase proposal quote from Election Systems & Software, requested by Auditor-Treasurer Connie M. Kurtzweg, for a media burn programming license for the period of one year. This would be a new process to increase election security by eliminating shipping of the media used in election tabulators and thus reducing vulnerability and risk.

Recommended Action/Motion:

Consider approving the media burn programming license through Election Systems & Software (Omaha, Nebraska) at a cost of \$4,475.00, with funds from the Elections budget (01-085).

Financial Impact:
Is there a cost associated with this request? Yes No
What is the total cost, with tax and shipping? \$ 4,475.00
Is this budgeted? Yes No
Fund & Department Number: 01-085 ex: 01-031

Additional Information Attached:
Contract/Agreement
Minutes of Relevant Meeting(s)
Background Information, Handouts, Contracts, Agreements, Quotes, Bids, Invoices must be Attached
Approved by County Attorney's Office: Yes No
Number of Signed Documents:

Board Action: (for use by Administrative Assistant)
Approved: Denied:
Tabled: No Action:
Submit Save Print



McLeod County, MN
Purchase Proposal Quote
Submitted by Election Systems & Software

Purchase Solution Includes:

Quantity	Item Description	Unit Price	Extended Price
Software			
1	Media Burn Capability	\$4,475.00	\$4,475.00
X	1 Year Hardware and Software Warranty		Included
X	Estimated Shipping and Handling		Per Quote
Total Purchase Solution			\$4,475.00

Payment Terms		
Amount due within thirty (30) calendar days of contract execution:		\$2,237.50
Amount due within thirty (30) calendar days of delivery of Hardware and/or Software:		\$2,237.50

Footnotes:

1. This quote is an estimate and is subject to final review and approval by both ES&S and the Customer.
2. Rates valid for thirty (30) days and thereafter may change.
3. Any applicable (City & State) sales taxes have not been included in pricing and are the responsibility of the customer.
4. Subject to state, municipal, jurisdictional, provincial or territory laws to the contrary, the above pricing information is confidential, proprietary and trade secret information of ES&S and is intended only for the use of the individual or entity to which the document is directed to. This information may not be disclosed or reproduced either publicly or to any other individual or entity without the prior written authorization of ES&S.



Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 05/02/2023

(Board meets the 1st and 3rd Tuesday after the first Monday of the Month)

Consent Agenda
Regular Agenda - Estimate Time Needed: 5 minutes
Approve/Deny Motion
Hold Public Hearing*
Requested Agenda Time: Flexible

Submitted By: Connie M. Kurtzweg
Department: Auditor-Treasurer

Who will attend the meeting and be able to respond to questions if different from above?
Name and title:

Summary of Issue (include previous Board or Committee actions, applicable dates and copies of relevant Minutes):
Consider approving appointments to the Joint Drainage Authority Board of Joint Ditch 18 Sibley-McLeod (JD 18 SMC) Counties pursuant to Minnesota Statutes section 103E.235.
During the September 19, 2017, Board Meeting, appointments to the joint drainage authority systems were approved by the McLeod County Board. With the 2022 redistricting in Sibley County, the Commissioner districts were changed, creating the need to reestablish the joint drainage authority appointments.
During the April 19, 2023, JD 18 SMC Joint Drainage meeting, the appointment order was reestablished and approved by the JD 18 SMC Joint Board. The final steps needed for approval of the JD 18 SMC appointment order is for each county board to ratify the actions of the joint board. The appointments from McLeod County do not change and are District 2 Commissioner Doug Krueger and District 3 Commissioner Paul Wright.

Recommended Action/Motion:
Consider approving appointments to the Joint Drainage Authority Board of Joint Ditch 18 Sibley-McLeod (JD 18 SMC) Counties pursuant to Minnesota Statutes section 103E.235.

Financial Impact:
Is there a cost associated with this request? Yes No
What is the total cost, with tax and shipping?
Is this budgeted? Yes No
Fund & Department Number: ex: 01-031

Additional Information Attached:
Contract/Agreement
Minutes of Relevant Meeting(s)
Background Information, Handouts, Contracts, Agreements, Quotes, Bids, Invoices must be Attached
Approved by County Attorney's Office: Yes No
Number of Signed Documents:

Board Action: (for use by Administrative Assistant)
Approved: Denied:
Tabled: No Action:
Submit Save Print

STATE OF MINNESOTA
SIBLEY COUNTY BOARD OF COMMISSIONERS
MCLEOD COUNTY BOARD OF COMMISSIONERS
SITTING CONCURRENTLY PURSUANT TO MINNESOTA STATUTES SECTION 103E.235 FOR THE
PURPOSE OF REAPPOINTING MEMBERS TO THE JOINT DRAINAGE AUTHORITY BOARD FOR
SIBLEY/MCLEOD COUNTIES JOINT DITCH 18

The Matter of the Petition of the
Appointment of Members to the Joint
Drainage Authority Board

Appointment Order

The County Boards of Commissioners of Sibley and McLeod Counties, meeting concurrently at their regular meetings on April 19, 2023 respectively, considered appointments to the Joint Drainage Authority Board of Sibley/McLeod Counties Joint Ditch (JD) 18. After consideration of the matter and upon motion and second duly noted in the minutes of meeting, the Boards adopt the following Findings and Order:

WHEREAS, the Sibley/McLeod Counties JD 18 is an existing Joint Ditch between the two Counties and the Joint Drainage Authority for JD 18 was established by previous joint action of the County Boards of Commissioners; and

WHEREAS, the resolution establishing the Joint Drainage Authority did not address the filling of vacancies or re-appointment of membership to the Joint Drainage Authority Board; and

WHEREAS, vacancies exist on the Joint Drainage Authority Board.

THEREFORE, based on the forgoing, the Boards of Commissioners of Sibley and McLeod Counties, seated concurrently, adopt the following:

ORDER

1. The Boards acknowledge and reestablish the Joint Drainage Authority pursuant to Minnesota Statutes Section 103E.235 for Sibley/McLeod Counties JD 18.
2. Vacancies on the Joint Drainage Authority Board are filled by following initial members:

Peter Koch (Sibley County, District 1)

Lyle Grochow (Sibley County, District 3)

Steve Saxton (Sibley County, District 5)

Doug Krueger (McLeod County, District 2)

Paul Wright (McLeod County, District 3)

3. Future vacancies on the Joint Drainage Authority Board shall be filled by the successor Commissioner from the district indicated.
4. Sibley County is designated as the “majority” county for the Joint Drainage System. The Sibley County Auditor shall coordinate with the McLeod County Auditor and proceed with future management and administration of the resulting Joint System according to Minnesota Statutes Chapter 103E.
5. The Joint Drainage Authority acknowledged and reestablished herein shall be perpetual until either dissolved or modified by future action of the Sibley and McLeod County Boards of Commissioners, seated jointly.
6. This Order may be signed in counterparts and the counter parts together constitute the full Order.

After discussion, the motion **Passed** and the Findings and Order were **Adopted**.

Dated this 19th day of April, 2023

SIBLEY COUNTY BOARD OF COMMISSIONERS

By _____
Chairperson

Dated this 19th day of April, 2023

MCLEOD COUNTY BOARD OF COMMISSIONERS

By _____
Chairperson



Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 05/02/2023

(Board meets the 1st and 3rd Tuesday after the first Monday of the Month)

Consent Agenda
Regular Agenda - Estimate Time Needed: 5 minutes
Approve/Deny Motion, Discussion/Presentation, Hold Public Hearing*, Direction Requested
Requested Agenda Time: Flexible

Submitted By: Marc Telecky, Director
Department: Environmental Services

Who will attend the meeting and be able to respond to questions if different from above?
Name and title:

Summary of Issue (include previous Board or Committee actions, applicable dates and copies of relevant Minutes):
Consider approval to opt out of the current marketing contract with Green Machine dated May 25, 2022, to remove the Material Recycling Facility (MRF) sort line processing equipment listed in the contract at a net purchase option of \$200,000.00.
The equipment removal will commence within three months of notification. Once a date is set for equipment removal, Green Machine would be wholly responsible for the removal of all equipment from site including trucking and freight prep. Green Machine is responsible for all site work repairs such as filling and securing pits, terminating power.

Recommended Action/Motion:
Consider approval to opt out of the current marketing contract with Green Machine dated May 25, 2022, to remove the Material Recycling Facility (MRF) sort line processing equipment listed in the contract at a net purchase option of \$200,000.00.

Financial Impact:
Is there a cost associated with this request? Yes No
What is the total cost, with tax and shipping? \$ 0.00
Is this budgeted? Yes No
Fund & Department Number: ex: 01-031

Additional Information Attached:
Contract/Agreement
Approved by County Attorney's Office: Yes No
Legally binding agreements must have County Attorney approval prior to submission.
Minutes of Relevant Meeting(s)
Number of Signed Documents:
Background Information, Handouts, Contracts, Agreements, Quotes, Bids, Invoices must be Attached

Board Action: (for use by Administrative Assistant)
Approved: Denied:
Tabled: No Action:
Submit Save Print



5 Gigante Drive Hampstead, NH 03841 USA
 TEL: (603) 329-7337 ~ WATTS: (877) 448-4443 ~ FAX: (603) 329-7458
 WEB: www.greenmachinesales E-MAIL: jgreen@greenmachinesales.com
**Designers, Manufacturers and Dealers of
 Waste Processing Products & Services**

McLeod County Environmental Services Director
 1065 5th Ave SE
 Hutchinson, MN 55350

Date 5/25/2022

Dear Mr. Marc Telecky,

Green Machine Sales Purchase Agreement

Green Machine Sales LLC. is offering McLeod County an exclusive marketing/purchase agreement for the purchase of their Green Machine Sorting System located at their 1065 5th Ave SE. Hutchinson, MN location. Applications for the redeployment of a system such as yours will require augmentation and modifications to meet a future recyclers criterion for reuse. Before such engineering endeavors can begin potential customers and GMS must be sure of their base cost and have surety that the system is fully under the control of GMS the re-seller.

Bellow’s listing of all the components GMS is proposing to purchase from the County. This equipment will be purchased where is as is. It is agreed that GMS is offered to purchase all the recycling sorting equipment listed below. GMS will also assist in the marketing and sale of the customers twin ram baler, but it is not included in this agreement purchase agreement.

Quantity	Description
One	C1 - SYSTEM INFEED C1 STZ 9-60-8-38A35-5
One	C-2 – SORT CONVEYOR SRT 60-38
One	MZ-1 STRUCTURAL MEZZANINE SYSTEM
Five	CBW-1 CORRUGATED STEEL BUNKER WALLS
Six	DC-1 MATERIAL DROP CHUTES
One	GS-1 OCC SCREEN MODEL 82-11/8
One	GS-2 GLASS BREAKER CGR 60-5
One	C-3 OCC CONVEYOR MODEL SL 66-15
One	C-4 OCC CONVEYOR MODEL SL 66-70
One	CBW-2CORRUGATED STEEL WALLS
One	C-5 GLASS CONVEYOR IDL 24-45
One	C-6 OCC CONVEYOR SL 72-18
One	C-7 OCC CONVEYOR MODEL SL 72-32
One	GS-3 POLISHING SCREEN
One	C-8 FIBER TRANSFER CONVEYOR SL 36-16
One	C-9 FIBER CONVEYOR SL 36-45
One	EXISTING C-10 SORT / MEZZANINE MZ-2
One	C-11 UNDERS CONVEYOR SL 72-37
One	C-12 CONTAINER CONVEYOR SL 36-27
One	MZ-3 STRUCTURAL MEZZANINE
Seven	GB-1 GRAVITY BIN DOORS (Structural bunkers remain on site)
One	C-13 CONTAINER SORT SRT 36-70
One	CROSS BELT MAGNET
One	EC-1 EDDY CURRENT
One	PC-1 ALUMINUM PNEUMATIC CONVEYOR
One	C-14 RESIDUE CONVEYOR SL 24-10
One	C-15 RESIDUE CONVEYOR SL 24-10

One	BF-1 BALER FEED CONVEYOR
One	BF-2 BALER FEED CONVEYOR
One	MB-62 METERING BIN FEEDER SYSTEM
One	ELC-1 ELECTRICAL CONTROL SYSTEM PANELS

Purchase Price Received by the County for Equipment \$400,000.00 USD FOB McLeod County
This contract is subject to **GMS's onsite inspection and subsequence acceptance. Inspection will occur after issuance of a letter to proceed by the County. This marketing/purchase offer is valid for 20 days from the date of this letter with system inspection and final acceptance occurring within 20 days of acceptance of the final contract. County can invoke an \$200,000.00 dollar purchase option at any time during this contract 12-month term. With removal commencing within 3 months of that notification. Agreement extensions beyond the initial marketing contract term of 12 months must be agreed to by both parties and subject to mutually agreed upon contract changes.**

Equipment Marketing Contract Terms:

- 1. McLeod County, referred to now as "Owner" and Green Machine, LLC referred to now as "Purchaser". This agreement would place **GMS as the sole distributor of all the equipment listed within this agreement for McLeod County, MN. Owner would be held harmless in all lawsuits resulting from the sale of this equipment. The terms of this marketing agreement would extend for 12 months over after which "Customer" would purchase the equipment for the agreed to sum.****
- 2. Purchaser would be responsible at no cost to the Owner to survey required equipment and market that equipment at their expense through existing sales vehicles under the control of Marketing Agent.**
- 3. Customer is responsible for all disposal costs.**
- 4. Customer makes no guarantee to the condition, performance and for suitability use of this equipment to any end user.**
- 5. Description of Green Machine equipment as currently installed has been listed within this agreement.**
- 6. Customer will receive payment in full prior to loading**
- 7. Customer would be responsible to provide access to the area where equipment is currently installed and show equipment to prospective clients for Marketing Agent. At times Marketing agent will also be allowed to access property to show equipment to prospective buyers. Owner will not actively process materials during the marketing agreement term and will maintain all equipment in its current working order during this agreement kept under power for the purposes of this sale.**
- 8. Once a date is set for equipment removal Marketing agent or agents Buyer would be wholly responsible for the removal of all equipment from site including trucking and freight prep.**
- 9. Customer is responsible for all site work repairs such as filling and securing pits, terminating power.**

With acceptance of this agreement's general terms and after site inspection with approval by **GMS to proceed an legally binding contract will be drawn up by **GMS for the County's acceptance.****

Sincerely Yours,



John F. Green - President, Green Machine Sales, LLC.

Due to Volatile Steel Market ~ Prices are subject to change at time of order

McLeod County Green Machine Marketing Agreement Bid Date 5-25-2022.doc



Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 05/02/2023

(Board meets the 1st and 3rd Tuesday after the first Monday of the Month)

Consent Agenda
Regular Agenda - Estimate Time Needed: 3 minutes
Approve/Deny Motion, Discussion/Presentation, Hold Public Hearing*, Direction Requested
Requested Agenda Time: Flexible

Submitted By: Marc Telecky, Director
Department: Environmental Services

Who will attend the meeting and be able to respond to questions if different from above?
Name and title:

Summary of Issue (include previous Board or Committee actions, applicable dates and copies of relevant Minutes):
Consider approving a contract with the Mid-Minnesota Development Commission to complete the 10-year update for the McLeod County Solid Waste Plan, at a cost not to exceed \$30,800.00, with funds transferred from the Solid Waste Abatement Surcharge Fund (05-391).
This contract will follow the checklist provided by the Minnesota Pollution Control Agency Resource Management and Assistance Division. Community Planner Ben Dolan would likely be the principle planner from the MMDC side, with support and assistance from Community Planner Kyle Ten Napel and Executive Director Eric Day.

Recommended Action/Motion:
Consider approving a contract with the Mid-Minnesota Development Commission to complete the 10-year update for the McLeod County Solid Waste Plan, at a cost not to exceed \$30,800.00, with funds transferred from the Solid Waste Abatement Surcharge Fund (05-391).

Financial Impact:
Is there a cost associated with this request? Yes No
What is the total cost, with tax and shipping?
Is this budgeted? Yes No
Fund & Department Number: 05-391-5531 ex: 01-031

Additional Information Attached:
Contract/Agreement
Minutes of Relevant Meeting(s)
Background Information, Handouts, Contracts, Agreements, Quotes, Bids, Invoices must be Attached
Approved by County Attorney's Office: Yes No
Number of Signed Documents:

Board Action: (for use by Administrative Assistant)
Approved: Denied:
Tabled: No Action:
Submit Save Print

Integrated Solid Waste Management Plan

McLeod County, Minnesota

2013

SAIC[®]

Integrated Solid Waste Management Plan

McLeod County, Minnesota

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This report has been prepared for the use of the client for the specific purposes identified in the report. The conclusions, observations and recommendations contained herein attributed to SAIC constitute the opinions of SAIC. To the extent that statements, information and opinions provided by the client or others have been used in the preparation of this report, SAIC has relied upon the same to be accurate, and for which no assurances are intended and no representations or warranties are made. SAIC makes no certification and gives no assurances except as explicitly set forth in this report.

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1.1 Introduction

The McLeod County (County) 2012 Integrated Solid Waste Management Plan (Plan) was developed by the County and SAIC (formerly R. W. Beck) with collaboration from the Minnesota Pollution Control Agency (MPCA). R. W. Beck developed the County's first plan in 1994 and updated it in 1999 (approved by the MPCA in 2000). In 2005, the MPCA approved a five-year extension of the 2000 Plan to September 2010. In 2010, the MPCA approved a two-year extension to September 2012.

The Plan describes the existing integrated solid waste management system in the County and presents policies and strategies for the County's solid waste programs over the next ten years.

The Plan has been developed in accordance with Minnesota Administrative Rules, Chapter 9215, Solid Waste Planning; Certificate of Need, revised in 2009 by the MPCA.¹

The Plan includes the following sections:

- Section 2: Background Information;
- Section 3: Existing Integrated Solid Waste Management System;
- Section 4: Proposed Integrated Solid Waste Management System; and
- Section 5: Solid Waste System Evaluation and Ten Year Implementation Plan.

The County's goals for its integrated solid waste management system are consistent with the State of Minnesota's waste management goal and solid waste practices declared in Minnesota Statutes Chapter 115A.02:²

“The waste management goal of the state is to foster an integrated waste management system in a manner appropriate to the characteristics of the waste stream and thereby protect the state's land, air, water, and other natural resources and the public health. The following waste management practices are in order of preference:

- (1) waste reduction and reuse;
- (2) waste recycling;
- (3) composting of source-separated compostable materials, including but not limited to, yard waste and food waste;

¹ Source: MN Office of the Revisor of Statutes. <https://www.revisor.mn.gov/rules/?id=9215>

² Source: MN Office of the Revisor of Statutes. <https://www.revisor.mn.gov/statutes/?id=115A.02>

- (4) resource recovery through mixed municipal solid waste composting or incineration;
- (5) land disposal which produces no measurable methane gas or which involves the retrieval of methane gas as a fuel for the production of energy to be used on site or for sale; and
- (6) land disposal which produces measurable methane and which does not involve the retrieval of methane gas as a fuel for the production of energy to be used on site or for sale.”

McLeod County’s solid waste abatement programs include waste reduction and reuse, recycling, composting, and land disposal with methane gas retrieval for the production of energy. The County does not have a municipal solid waste (MSW) composting or incineration resource recovery program.

The County’s solid waste management goals include the following:

- Ensure the establishment and operation of a solid waste management system that minimizes environmental risks, provides an environmentally safe disposal method, maximizes the recovery of recyclable materials, and minimizes total costs to the citizen.
- Utilize solid waste management systems to conserve natural resources to the greatest extent possible.
- Reduce the annual per capita quantity of solid waste generated in the County.
- Continue to monitor and enforce volume-based pricing and source separation of recyclable materials and compostable waste in the residential and commercial/industrial/institutional (CII) sectors.
- Implement technically reliable solid waste systems that are economically feasible to the County and its residents.
- Utilize County staff to plan, coordinate, and enforce solid waste management program activities defined in the Plan while encouraging private industry to carry out the programs.
- Plan, finance and implement annual solid waste public education/public awareness programs consistent with the Plan.
- Research feasibility of County-operated residential curbside recycling collection service.
- Continue to expand recycling services and support waste reduction activities.

This Executive Summary provides an overview of McLeod County’s existing integrated solid waste management system as well as the proposed integrated solid waste management system.

1.2 Existing Integrated Solid Waste Management System

Since the 2000 Plan, the County has expanded several of its waste abatement programs including, but not limited to, the following:

- The development of a new, permanent household hazardous waste (HHW) collection facility in 2000, supplemented by mobile collections.
- The City of Hutchinson's Creekside Organic Material Processing Facility began operations in 2001.
- The design and construction of a new materials recovery facility (MRF). The MRF became operational in early 2004 and provides recyclable materials processing and marketing services for recyclable materials collected throughout the County and the surrounding region.
- The implementation of recycling programs for two additional problem materials: electronic waste (e-waste) and appliances. In 2004, the County included electronic waste in its annual County-wide Collection Event and in 2005 expanded the program by offering more collection opportunities for e-waste. In 2005, the County began providing recycling opportunities for used appliances (prior to 2005, the cities were responsible for providing appliance recycling).
- The creation of a more uniform and consistent residential recycling program throughout the County. In 2005, the County went through a procurement process and entered into agreements with two hauling companies to provide County-wide collection of curbside and drop-off recyclable materials and for those materials to be directed to the new MRF. In 2012, the County once again went through a procurement process and entered into agreements with one hauling company for curbside and drop-off recyclable materials collection services.

Section 5 of the Plan provides details (e.g., policies, staff time, budgets, and anticipated developments) for each of the County's solid waste abatement programs:

- Solid Waste Reduction
- Solid Waste Education
- Recycling
 - Residential (Municipal and Rural)
 - Commercial/Industrial/Institutional
 - Marketing & Transportation
 - Paper Drive & Aluminum Redemption Program
 - School Recycling
 - Mattress Recycling
- Yard Waste Management
- Source-Separated Organic (SSO) Materials Composting
- Waste Tire Disposal and Recovery

- Electronic Products Management
- Major Appliance Management
- Automotive Mercury Switches, Motor Vehicle Fluids and Filters, and Lead-Acid and Dry Cell Batteries Management
- HHW Management
- Construction and Demolition Debris Management

The waste that is not diverted through the County’s abatement programs listed above is land disposed at the Spruce Ridge Resource Management Facility (SRRMF or Spruce Ridge). A summary of the SRRMF is provided below.

1.2.1 Spruce Ridge Resource Management Facility

The SRRMF is located approximately seven miles northwest of Glencoe and is owned and operated by Waste Management, Inc. The landfill serves not only the County of McLeod, but also accepts MSW from other counties within the State of Minnesota.

The quantities of mixed MSW received and disposed at the SRRMF for the last five years are shown in Table 1-1.

Table 1-1
MSW Tons Disposed at SRRMF, 2007-2011⁽¹⁾
McLeod County, MN

	2007	2008	2009	2010	2011
McLeod County Tons	20,253	19,616	16,789	16,430	18,214
Total Tons	162,255	149,340	147,241	152,434	209,840

⁽¹⁾ Source: McLeod County MMSW Monthly Report and MSW origin data from the SRRMF.

The decrease in tons disposed between 2007 and 2010 is most likely due to the economic downturn. The increase in tons disposed in 2011 can be attributed to economic recovery as well as the SRRMF receiving waste from Anoka and Stearns Counties as well as an increase in tons received from Hennepin County.

Spruce Ridge operates an on-site collection center for problem wastes (i.e., tires, appliances, electronics, C&D debris, etc.) as well as recyclable materials. No processing of these materials (other than bulking/baling) occurs at the SRRMF.

It is the County’s intent to reduce the amount of waste generated within McLeod County in an effort to extend the life of the SRRMF and ensure it will be a continued resource for the community.

Currently there are three resource recovery facilities in use in McLeod County:

1. McLeod County HHW Facility;
2. Creekside Soils Composting Facility; and
3. McLeod County MRF.

A description of each is provided below.

1.2.2 McLeod County HHW Facility

The County built a permanent HHW Facility in 1994 to serve the residents of the County. The County outgrew the facility and a new HHW Facility was designed in an existing office/warehouse building. This retrofit was completed in 2000 and now houses the entire Solid Waste Management Department and its programs.

The HHW Facility accepts typical HHW materials including latex and oil based paint, adhesives, flammable products, acids, bases, sealers, weed killers and other poisons, etc. The facility is open year round and participation has increased each year. The quantities of materials received at the County's HHW Facility for the last six years are shown in Table 1-2.

Table 1-2
HHW Tons Received at HHW Facility, 2006-2011
McLeod County, MN

	2006	2007	2008	2009 ⁽¹⁾	2010	2011
Tons	56.8	62.1	61.7	82.3	90.2	105.4

A Product Exchange is operated at the HHW Facility where products are available to the public at no charge. The Product Exchange program was renamed the Freeuse Center in 2010. The quantities of materials diverted from disposal through the Freeuse Center are shown in Table 1-3.

Table 1-3
HHW Tons Reused (Freeuse Center), 2006-2011
McLeod County, MN

	2006	2007	2008	2009 ⁽¹⁾	2010	2011
Tons	12.4	17.5	17.3	19.6	21.4	24.2

1.2.3 Creekside Soils Composting Facility

Creekside Soils Organic Material Process Facility (Creekside) is an enterprise operation owned by the City of Hutchinson. The facility is located one mile southwest of the City of Hutchinson's wastewater treatment facility. The site is situated on 76 acres owned by the City of Hutchinson and the compost operation utilizes 24 of those acres. Creekside uses an in-vessel system for active composting and concrete pads for curing the compost.

Since opening in 2001, the facility receives and processes yard waste and source-separated organic (SSO) materials generated by residents, businesses, institutions, and industries in McLeod County, as well as out-of-county generators. McLeod County has an agreement with Creekside for the grinding and processing of yard waste from

two municipal collection sites as well as transportation of yard waste from all municipal sites to Creekside’s facility in Hutchinson.

The annual quantities of materials received at the Creekside facility are provided in Table 1-4. The tonnages are listed by material type, from 2006 through 2011.

**Table 1-4
Creekside Compost Facility
Quantities Received (Tons)**

Material	2006	2007	2008	2009	2010	2011
Brush	1,232	961	844	943	802	1,250
Pallets and Wood	71	128	159	117	100	91
Leaves and Grass	2,420	2,119	2,893	3,532	1,502	4,063
Logs	468	298	232	170	124	311
Organic Source Separated	2,080	2,084	2,046	2,091	2,092	2,012
Liquid Corn Waste	87	94	106	93	131	79
Stump Chips	279	141	258	278	329	543
Brush Chips	458	65	0	99	53	822
Landscape Mulch	0	0	0	238	126	741
Total	7,094	5,890	6,539	7,561	5,259	9,913

It is the County’s intent to maintain and exceed the Minnesota statutory goal for non-metropolitan counties of recycling 6.5 percent organics by 2025. In 2010, the County had already recycled 6.4 percent organic waste from the total tons of MSW generated. Creekside’s operation contributes to the County’s efforts to meet this goal.

1.2.4 McLeod County MRF

In 2003, the County began construction of a materials recovery facility (MRF) in Hutchinson. The MRF became operational in the spring of 2004. The contracted hauler(s) that collect residential curbside and rural drop-off recyclable materials are required to bring the materials to the County’s MRF for processing, per agreements with the County. In addition, residents and commercial customers are allowed to drop-off recyclable materials at the MRF at no charge.

For CII customers who deliver large volumes of old corrugated cardboard (OCC) to the MRF, the County offers a revenue sharing program. The CII customer pays a processing fee per ton of material delivered to the MRF. The County then provides the customer a fifty percent share in the market value for the OCC. The County does not provide revenue sharing for any other recyclable materials other than OCC.

The annual tons of recyclable materials processed at the MRF and marketed by the County for the last six years are shown in Table 1-5.

Table 1-5
Quantities of Recyclable Materials Processed and Marketed (in Tons), 2006-2011
McLeod County, MN

	2006	2007	2008	2009	2010	2011
Tons	3,020	3,717	3,910	3,805	3,582	4,141

The County's MRF not only brings in revenue from the sale of recyclable material, but it also provides jobs in the County. There are currently four full-time County employees that manage and operate the MRF.

In addition to County staff, McLeod County contracts with West Central Industries, a nonprofit program that provides opportunities for individuals with disabilities through training and rehabilitation. Six workers plus a supervisor from West Central Industries assist with daily MRF operations, primarily with sorting recyclable materials.

1.3 Proposed Integrated Solid Waste Management System

The County proposes to use land disposal as the primary MSW management method over the next ten years and plans to continue and expand its current waste abatement programs in order to achieve its goals (listed in Section 1.1). Specific programs to be developed or expanded are described in detail in Section 5 of this Plan; a summary of each is provided below.

1. **Solid Waste Reduction.** The County is currently researching the feasibility of developing at least two waste reduction programs:
 - A local materials exchange/reuse program to provide a service that links people who have items to give away with people who can use those items; and
 - A plastic 55-gallon drum re-use program. The County may offer the drums for re-use as well as provide kits to convert the drums into rain barrels.
2. **Solid Waste Education.** The County is planning to expand its public education programs in a variety of ways including:
 - Expand existing waste education programs to include more of the CII sector.
 - Develop a VSQG educational outreach program.
 - Create an electronic news email or listserv for solid waste, recycling, and waste reduction information.
 - Explore the option of providing a virtual tour and educational videos of solid waste abatement programs on the County website, Facebook, and YouTube.
3. **Recycling.** The County plans to maintain the current recycling programs as well as consider the following:

- Additional Materials. As markets allow, the County will continue to research and implement a wider spectrum of materials to be recycled through its curbside and/or miscellaneous recycling programs.
 - Building Expansion. The County is considering the long-range plans for use of the neighboring property to the Solid Waste Management building.
 - Processing upgrades. The County continues to research equipment and processing methods which may improve the efficiency of the MRF, potentially increase the value of commodities processed, and allow for the processing and marketing of additional recyclable materials.
 - Create a CII recycling recognition program to heighten the awareness of this activity.
 - Develop a market assistance program for the CII sector to promote increased recycling and use recycled materials in manufacturing processes.
 - Work with the CII sector to develop and track annual solid waste materials recovery and recycling reporting requirements.
4. Paper Drives. The County plans to increase the number of paper drives in the future. Also, the County is planning to reduce the amount of labor associated with the paper drives by arranging for the collected paper to be sent directly to end-users rather than going to the County's MRF for processing.
5. School Recycling. The expansion of the school recycling program may include the following:
- The schools currently not participating in the school recycling program are to be added.
 - The County will discuss the possibility of increasing the Environmental Education Rebate percentage (as described in Section 5) above 50 percent.
 - The County will continue to conduct a minimum of three recycling audits per school year to obtain an estimate for weekly recycling weights.
6. Yard Waste Management. The County plans to delegate the administration of the municipal yard waste program to both Creekside Soils and each governing city by 2014. The county plans to expand its use of social media to include information on yard waste management, composting, and backyard composting.
7. Source-Separated Organic (SSO) Materials Composting. Creekside Soils plans to maintain the current SSO materials composting operation and will continue to process yard waste and SSO materials at its facility in Hutchinson. The County will continue to support Creekside's efforts to diversify its customer base through education and technical support.
8. Waste Tire Disposal and Recovery. The County's Solid Waste Director will continue to work with local law enforcement officials and the County attorney to address any illegal disposal of waste tires.

9. **Electronic Products Management.** The County is considering purchasing four utility trailers to collect electronics from the drop-off sites.
10. **Automotive Mercury Switches, Motor Vehicle Fluids and Filters, and Lead-Acid and Dry Cell Batteries Management.** The County may consider installing an above ground storage tank for the bulking of motor oil. Also, in 2013, the County plans to provide postcard reminders to area salvage yards relative to the proper handling and disposal of automotive mercury switches and inform them of the County's VSQG program.
11. **HHW Management.** The County plans to maintain the current programs for the management of HHW during the next ten years. In addition, the County will:
 - Add public surveillance camera(s) in the receiving area to allow technicians to monitor traffic via closed circuit video.
 - Research participation software to aid in the monthly and annual reporting.
 - Propose expanding the offsite collection of HHW to include employee collections at area businesses during the workday.

1.3.1 Waste Stream Flow

McLeod County currently generates approximately 33,800 tons of MSW. At the end of the ten-year planning period (2020), it is estimated that the County will generate 36,600 tons of MSW and abate more than 45 percent of the waste generated through recycling and composting methods. The remainder is assumed to be landfilled or disposed on-site. Table 1-6 below presents the waste management system components and the percent to be managed through abatement and identifies the remainder to be landfilled. The Goal-Volume Table in Appendix A provides details of the ten-year estimate of McLeod County's waste system flow.

**Table 1-6
Percentage Breakdown of MSW Stream
McLeod County, MN**

	2011	2012	2013	2015	2020
Recycling (excluding Organics Recycling)	33.7%	33.7%	35.3%	36.8%	38.3%
Recycling Organics (excluding Yard Waste)	6.4%	6.4%	6.4%	6.9%	7.4%
Resource Recovery	0.0%	0.0%	0.0%	0.0%	0.0%
Landfill	53.8%	53.8%	52.3%	50.4%	48.6%
On-Site Disposal (burned/buried)	6.2%	6.1%	6.0%	5.9%	5.7%
Total	100%	100%	100%	100%	100%

1.3.2 Waste System Budget

A detailed budget for the County's solid waste management system for the 10-year planning period is provided in Appendix B. A summary of these costs for three years is shown in Table 1-7.

The County's revenue sources include annual SCORE funding, Landfill Abatement funds, County tip fee revenues, recycling revenues, and HHW revenues. The expenditures include salaries and wages, recycling program costs, and public education. Section 5 of the Plan provides estimated budgets for each County program.

Table 1-7
2012 Solid Waste Budget
McLeod County, MN

	2013	2015	2020
Programs Costs			
Administration and Planning ⁽¹⁾	\$513,434	\$536,274	\$597,917
Abatement ⁽²⁾	\$1,018,634	\$1,063,947	\$1,186,244
Household Hazardous Waste	\$209,515	\$218,835	\$243,990
Total Program Costs	\$1,741,583	\$1,819,056	\$2,028,152
Revenue			
SCORE Grant	\$91,497	\$91,497	\$91,497
Landfill Abatement Fund ⁽³⁾	1,056,263	\$1,077,495	\$1,132,453
Landfill Tip Fee Fund ⁽⁴⁾	\$237,897	\$242,679	\$255,057
Recycling Income ⁽⁵⁾	\$431,500	\$431,500	\$431,500
HHW Income ⁽⁶⁾	\$26,250	\$26,250	\$26,250
SW Licenses, Rental & Misc	\$12,001	\$12,001	\$12,001
Total Revenue	\$1,855,408	\$1,881,422	\$1,948,758

⁽¹⁾ Includes staff salaries and wages, insurance, office supplies, operating costs, capital outlay, etc.

⁽²⁾ Includes operating expenses and staff salaries & wages for the following programs: MRF, County curbside and drop-off collection, school recycling, appliances, tires, electronic waste, yard waste, SSO, etc.

⁽³⁾ Based on the Greater MN Landfill Clean-up Fee of \$6.66 per ton of MSW disposed at SRRMF.

⁽⁴⁾ Based on the County tip fee revenue of \$1.50 per ton of MSW disposed at SRRMF. In November of 2012, the County Board approved an increase of the Solid Waste Tip Fee by \$2.00 per ton, which resulted in the fee increasing from \$1.50 to \$3.50 per ton. The increase will be incorporated into the County's 2014 budget, to be approved in 2013.

⁽⁵⁾ Includes revenue from the sale of recyclable commodities processed at the County's MRF, transported, and sold to end-users.

⁽⁶⁾ Includes revenue from the MN Dept of Agriculture for pesticides collection, an MPCA grant, and revenue from the reciprocity agreement with Sibley County.

1.4 Summary

McLeod County's Solid Waste Management Plan describes the existing and proposed integrated solid waste management systems and the on-going programs that provide prudent solid waste management for the County. The County proposes to use land disposal as the primary MSW management method over the next ten years for all MSW generated and collected in the County, including but not limited to, the MSW generated and collected by public entities in the County. The County will continue to

work with representatives of the SRRMF to ensure adequate and cost-effective landfill disposal for County residents.

The County plans to enhance its abatement programs (listed above in Section 1.2 and described in detail in Section 5 of the Plan). In addition, the County will ensure all public entities³ in the County are abiding by the Plan as well as by the state statutes. As stated in Section 5:

- Every citizen in the County shall be provided the opportunity to recycle, per MN Statute 115A.552. Each municipality within McLeod County is included in a County-wide recycling contract with a private hauler to collect recyclable materials. The contract is administered and funded by McLeod County. Public awareness and education programs to support on-going recycling efforts are coordinated, financed, and carried out by the County.
- County Solid Waste Management staff ensures that all County offices and other public entities (e.g., cities, towns, schools) are recycling at least three of the following four materials: paper, glass, plastic, or metal as mandated in Minn. Statute, Section 115A.151.
- The County will ensure that all public entities are aware of Minn. Statute, Section 115A.471, “Public Entities; Management of Solid Waste”⁴ which states that if a public entity enters into a contract for the management of MSW that manages the waste using a practice that is ranked lower than the practice selected in the County’s Plan, then the entity must submit information to the MPCA as detailed in the statute.

One of the County’s primary solid waste management goals, as stated in Section 1.1, is to ensure the establishment and operation of a solid waste management system that minimizes environmental risks, provides an environmentally safe disposal method, maximizes the recovery of recyclable materials, and minimizes total costs to the citizen. The County will work to achieve this goal through the methods and practices detailed in this Plan. Once this Plan is approved by the MPCA, it governs all solid waste management in the county. Minnesota Statute 115A.46, subd.5, Jurisdiction of Plan,⁵ states:

- After a county plan has been submitted for approval, a public entity within the county may not enter into a binding agreement governing a solid waste management activity that is inconsistent with the county plan without the consent of the county; and
- After a county plan has been approved, a public entity within the County may not develop or implement a solid waste management activity, other than an activity to

³ Defined in Minn. Statute, Section 115A.471 as the state; an office, agency, or institution of the state; the Metropolitan Council; a metropolitan agency; the Metropolitan Mosquito Control District; the legislature; the courts; a county; a statutory or home rule charter city; a town; a school district; another special taxing district; or any other general or special purpose unit of government in the state.

⁴ Source: MN Office of the Revisor of Statutes. <https://www.revisor.mn.gov/statutes/?id=115A.471>

⁵ Source: MN Office of the Revisor of Statutes. <https://www.revisor.mn.gov/statutes/?id=115A.46>

Section 1

reduce waste generation or reuse waste materials, that is inconsistent with the county plan that the county is actively implementing without the consent of the county.

In summary, McLeod County will continue to enhance and improve its solid waste management system in an effort to protect its land, air, water, and other natural resources.

Section 2 Background Information

2.1 Demographic, Geographic and Regional Information

According to the Minnesota State Demographic Center, the 2010 McLeod County (County) population was estimated to be 36,651 residents. Table 2-1 specifies 2010 population and household estimates for each city and township in the County. The County population increased by approximately five percent between 2000 and 2010 according to the U.S. Census Bureau.

**Table 2-1
Population Estimates ⁽¹⁾
McLeod County, MN**

	2010 Population Estimate	2010 Household Estimate
Acoma Township	1,149	421
Bergen Township	1,006	362
Biscay City	113	43
Brownton City	762	314
Collins Township	473	183
Glencoe City	5,631	2,220
Glencoe Township	495	200
Hale Township	942	359
Hassan Valley Township	693	252
Helen Township	863	314
Hutchinson City	14,178	5,950
Hutchinson Township	1,220	439
Lester Prairie City	1,730	654
Lynn Township	550	216
Penn Township	315	120
Plato City	320	139
Rich Valley Township	694	266
Round Grove Township	251	109
Silver Lake City	837	352
Stewart City	571	235
Sumter Township	535	191
Winsted City	2,355	947
Winsted Township	968	353
COUNTY TOTAL	36,651	14,639

⁽¹⁾ Source: Minnesota State Demographic Center

The State Demographic Center projects the County’s population to increase by approximately 4.55 percent between 2010 and 2015 and by another 9.7 percent between 2015 and 2030. Population projections for the next twenty years in five year increments are included in Table 2-2. The five-year projections were used to calculate an annual growth rate of 0.69 percent that was used in developing the Plan. Such growth must be taken into account when planning future solid waste management programs.

**Table 2-2
Population Projections
McLeod County, MN**

2010 Census Population ⁽¹⁾	2015 Projected Population ⁽²⁾	2020 Projected Population ⁽²⁾	2025 Projected Population ⁽²⁾	2030 Projected Population ⁽²⁾
36,651	38,317	39,758	41,010	42,046

⁽¹⁾ Source: Minnesota State Demographic Center and U.S. Census Bureau.

⁽²⁾ Source: Minnesota State Demographic Center and calculated by SAIC.

Approximately two-thirds of the County's residents reside in the urban or incorporated areas and one-third reside in the rural or unincorporated areas of the County. The largest city in the County is Hutchinson with a 2010 population of 14,178. Glencoe, the County seat, had a population of 5,631 in 2010. The remainder of the population is distributed in seven cities and fourteen townships; with the bulk of the population residing in the northern and eastern townships.

2.1.1 Land Use

The County is located adjacent (to the west) of the six-county Twin Cities Metropolitan Area. Figure 2-1 depicts the County's relative location in the State of Minnesota. Comprised of fourteen townships and nine cities, the County encompasses approximately 503 square miles. Glencoe, the County seat, is located approximately 60 miles southwest of the Twin Cities.



Figure 2-1: McLeod County

As Figure 2-2 indicates, transportation routes include U.S. Highway 212, providing east-west service in the southern portion of the County; State Highways 7, 15, 22 and 261; and a number of County roads and County-State Aid highways.

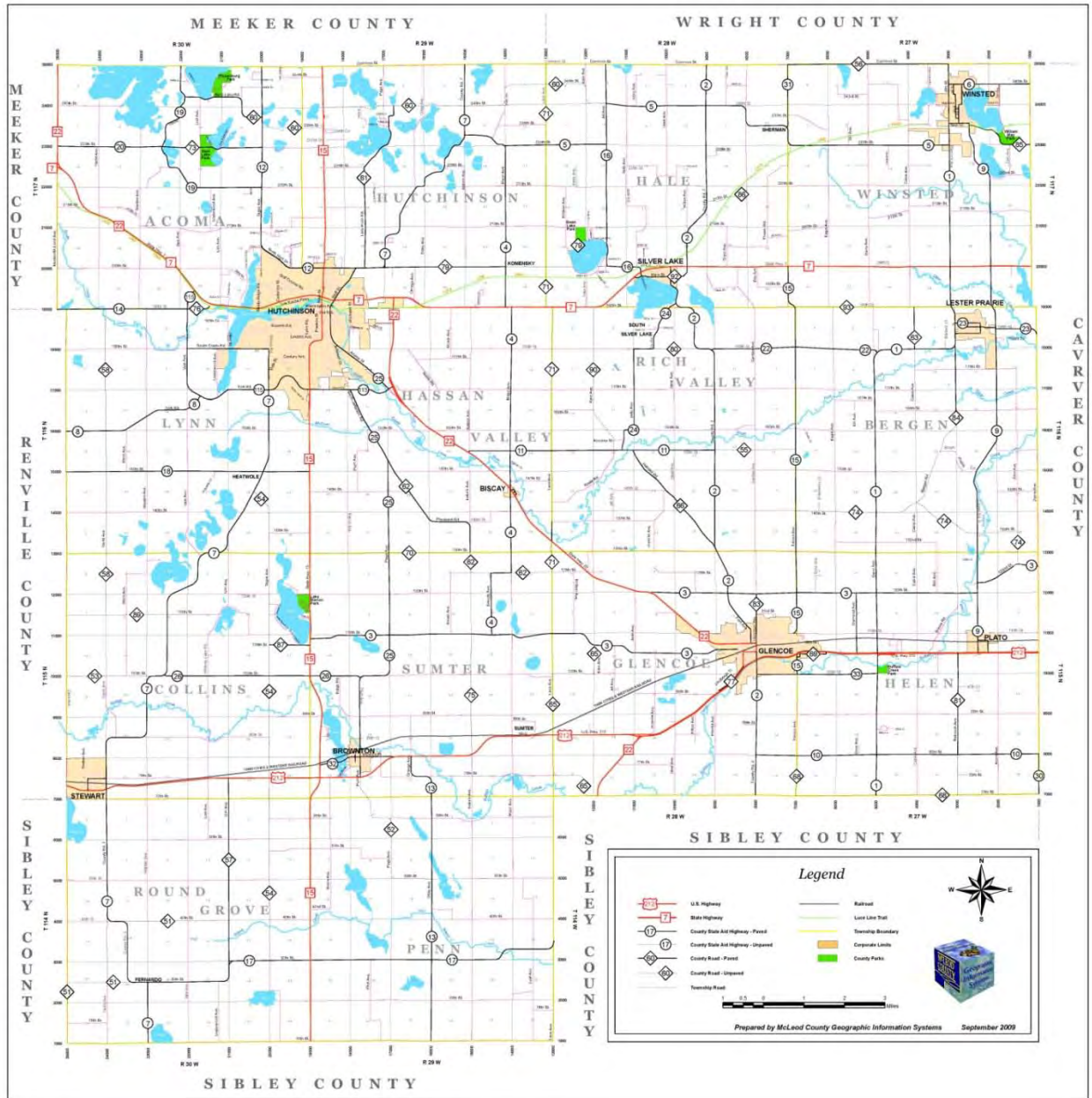


Figure 2-2: McLeod County Transportation Routes

The predominant land use in the County is cultivated agricultural land (79 percent), followed by grasslands (7.5 percent), deciduous forest (5.1 percent), and water (2.4 percent).¹ Zoning classifications within the County include Floodplain (FP), Rural Residential (R-1), Urban Expansion (U-E), Highway Business District (B-1), Limited Industrial (I-1), and Agricultural (A).

Approximately 5.1 percent, or 16,423 acres of the County is deciduous forest. Per the Minnesota Department of Natural Resources, twenty-one (21) wildlife management areas (WMA) are located throughout the County.

The County currently owns and operates six public parks, totaling 571 acres. Two of the parks are regional parks that allow overnight camping while the other four parks are considered “day parks.” These parks and their relative locations are listed below in Table 2-3.

**Table 2-3
Public Parks
McLeod County, MN**

Park	Location
Buffalo Creek Park	East of Glencoe
Lake Marion Park (regional)	South of Hutchinson
Piepenburg Park (regional)	Northwest of Hutchinson
Stahl's Lake Park	Northwest of Hutchinson
Swan Lake Park	Northwest of Silver Lake
William May Park	Southeast of Winsted

The County does not anticipate any changes to its zoning classifications or land use patterns within the next ten years.

2.1.2 Economic Conditions

The median household income for County residents in 2009 was \$53,315. This compares to the 2009 State median household income of \$55,621 and the national median household income of \$50,221 in 2009 (U.S. Census Bureau).

The current median wage for the Central Minnesota planning region is \$15.45 per hour. The projected percent change between 2009 and 2019 is 12.9 percent.²

According to the Minnesota Department of Employment and Economic Development, the unemployment rate for the Central Minnesota planning region was 5.6 percent in October 2011. The historical percentages are shown in Table 2-4.

¹ Source: McLeod County Comprehensive Local Water Plan January 2003-December 2012.

² Source: Minnesota Department of Employment and Economic Development.

**Table 2-4
Employment Data
Central Minnesota⁽¹⁾**

Annual Average	Employment Rate	Unemployment Rate
2010	91.6%	8.4%
2005	95.3%	4.7%
2000	96.6%	3.4%

⁽¹⁾ Includes the counties of Benton, Chisago, Isanti, Kanabec, Kandiyohi, McLeod, Meeker, Mille Lacs, Pine, Renville, Sherburne, Stearns, and Wright.

The largest growth industries between 2000 and 2010 were the Professional and Business Services with a growth rate of approximately 58 percent and the Education and Health Services with a growth rate of nearly 24 percent. Table 2-5 provides historical employment figures for 2000 and 2010 for various industry groups within the County.

**Table 2-5
Historical Employment ⁽¹⁾
McLeod County, MN**

Industry Group	2000	2010
Natural Resources and Mining	195	122
Construction	778	551
Manufacturing	7,484	5,081
Trade, Transportation and Utilities	3,313	3,166
Information	202	219
Financial Activities	461	458
Professional and Business Services	610	965
Education and Health Services	2,782	3,443
Leisure and Hospitality	1,263	1,206
Other Services	435	432
Public Administration	523	552
Total	18,045	16,199

⁽¹⁾ Source: Minnesota Department of Employment and Economic Development.

2.1.3 Demographic, Geographic, or Regional Constraints and Opportunities Impacting the County's Solid Waste Management System

Most of the MSW generated in McLeod County is disposed at the Spruce Ridge Resource Management Facility (SRRMF or Spruce Ridge), the only MSW landfill located in the County. (A small percentage of waste generated in the County is managed on-site; see Section 2.2.1.) The landfill is owned and operated by Waste Management, Inc. Between 2007 and 2010, the tons of County-generated MSW disposed decreased each year, most likely due to the economic downturn. Nationwide,

consumers reduced their spending which resulted in less MSW generated. That trend is reflected in the tons of County waste landfilled from 2007 through 2010, as shown in Table 2-6.

In 2011, the tonnage of County waste increased by nearly eleven percent from 2010 and the overall waste disposed at SRRMF increased by more than 37.5 percent from 2010. The large increase in out-of-county tons was attributed to the SRRMF receiving waste from Anoka and Stearns Counties (no waste was received from those counties in 2010) and an increase in tons received from Hennepin County in 2011.

Table 2-6
MSW Tons Disposed at SRRMF, 2007-2011⁽¹⁾
McLeod County, MN

	2007	2008	2009	2010	2011
McLeod County Tons	20,253	19,616	16,789	16,430	18,214
Total Tons	162,255	149,340	147,241	152,434	209,840

⁽¹⁾ Source: McLeod County MMSW Monthly Report and MSW origin data from the SRRMF.

The SRRMF is one of four landfills in Minnesota that receives a majority of the waste generated in the state. It is estimated, based on 2011 gate receipts and the current disposal rate, the remaining original permitted capacity may be filled by 2014 or 2015. At that time, the SRRMF will need to request a Certificate of Need (CON) from the MPCA to increase its permitted capacity for MSW. Any CON request will require an amendment to the County’s Solid Waste Management Plan.

2.2 Solid Waste and Recyclable Materials Collection and Generation

2.2.1 Solid Waste Collection

All MSW collection in McLeod County is volume-based. Volume-based pricing for solid waste collection is a requirement of Minnesota Statute 115A.9301 and is required as part of the County’s hauler licensing process. Volume-based pricing provides a financial incentive for residents and businesses to reduce the amount of waste set out for collection, which can be achieved through reuse, waste reduction, and recycling.

Residential Collection

As of 2011, residential customers in each of the cities in the County, except for Biscay, are provided municipal solid waste (MSW) collection service through municipal contract.

Most residents are billed for collection service by their respective City. The hauler under contract providing MSW collection is then reimbursed by the City. Fees range

from approximately \$8.20 to \$12.75 per month for weekly collection of 30 to 90 gallon containers of MSW and do not include yard waste collection. The collection rates charged by the haulers vary with the type and nature of service provided. The City of Hutchinson has higher rates, ranging from \$20.12 to \$39.92 per month, because the city's contract also includes the collection of organic waste.

The majority of the County's residents are offered MSW collection service through municipal contracts. The remaining residents (typically townships and rural residents) either contract directly with a private hauler for service, self-haul to the landfill, dispose of waste on-site, or illegally dispose of their waste. County solid waste staff estimate that approximately 5,000 County residents or 13.6 percent of the population do not choose to contract for collection service.

Commercial/Industrial/Institutional Collection

Waste generated by the commercial/industrial/institutional (CII) sector is collected by private haulers through a subscription arrangement or a written contract. The fees charged by the private sector vary depending on the nature of the service provided and are not typically published or available to the public.

2.2.2 Recyclable Materials Collection

Residential Recyclable Materials Collection

The collection of residential recyclable materials is provided through a contract between McLeod County and a private contractor, at no cost to the residents or the municipalities. The financial support for the collection service is paid through state SCORE funds, the County's Solid Waste Abatement fund, and a tip fee assessment at the SRRMF.

The County procured recycling service in 2005 through a competitive procurement process and is currently (2012) in the process of renegotiating that contract. Currently the contracted hauler is reimbursed for residential recycling collection service at the following rates:

- \$2.32 month/residential dwelling unit (RDU) with weekly collection services;
- \$2.06 month/multi-unit dwelling (MUD) with weekly collection services; and
- \$1.80 month/RDU and month/MUD with every other week or twice a month collection service.

The curbside recycling program generated approximately 1,186 tons of recyclable materials in 2010.

The County also compensates the Contractor for servicing carts and dumpsters at County facilities and public schools based on the number of containers, container sizes, and collection frequency.

The County contracts with a separate vendor for the collection of four rural recycling drop boxes and six township sheds which provide County residents an additional

opportunity to recycle. The drop boxes and sheds generated approximately 628 tons of recyclable materials in 2010, a 1.98 percent increase from the previous year.

CII Recyclable Materials Collection

Recyclable materials generated by the CII sector are often collected by private haulers, as part of a business' MSW collection service. The fees charged by the private sector vary depending on the volume and frequency of the service provided and are not typically published or available to the public.

2.2.3 Recyclable Materials Processing

In 2003, the County began construction of a materials recovery facility (MRF) in Hutchinson. The MRF became operational in the spring of 2004. The contracted hauler(s) that collect residential curbside and rural drop-off recyclable materials are required to bring the materials to the County's MRF for processing, per agreements with the County. In addition, residents and commercial customers are allowed to drop-off recyclable materials at the MRF at no charge.

For CII customers who deliver large volumes of old corrugated cardboard (OCC) to the MRF, the County offers a revenue sharing program. The CII customer pays a processing fee per ton of material delivered to the MRF. The County then provides the customer a fifty percent share in the market value for the OCC. The County does not provide revenue sharing for any other recyclable materials other than OCC.

A total of 3,582 tons of recyclable material were processed in 2010, generating revenue for the County of \$467,702. Annual revenue totals are based on monthly commodity market values.

Other Recycling Rebate Programs

Aluminum Beverage Can Redemption

McLeod County offers a redemption program for aluminum beverage cans and provides a drop site at the MRF for residents, businesses, and non-profit organizations to redeem their aluminum cans. Residents and businesses have the option of receiving a check for the value of their aluminum cans or they can donate their aluminum values to a non-profit organization. Non-Profit organizations can register with the program and be part of the County's Non-Profit Donation Directory which lists 501(c)3 organizations participating in the program. The Redemption Program began in 2005; recent statistics related to this program are provided in Table 2-7.

Table 2-7
Aluminum Beverage Can Redemption Statistics, 2008-2010
McLeod County, MN

	2008	2009 ⁽¹⁾	2010
Payout	\$67,853	\$46,013	\$65,365
Pounds	105,936	122,050	115,959
Participation	2,013	1,698	1,779

⁽¹⁾ Market prices for aluminum were depressed in 2009, which accounts for the decrease in payout, even though the pounds collected increased from the previous year.

School Recycling

The County has developed a School Recycling Program Policy to increase recycling awareness and education in McLeod County Schools. The County works with the schools to arrange collection contracts for recycling service and also provides collection containers. The schools are required to recycle at least four different types of recyclable materials, two of which must be fiber products (cardboard, office/mixed paper, or newspaper/magazines). The County shares 100 percent of the revenue with the schools from the sale of recyclable materials after retaining processing fees (based on tons) and transportation costs. As part of the program criteria, the schools must use at least 50 percent of the revenue received for environmental education purposes. The County suggests that the remaining funds be used for upkeep and maintenance of the recycling containers or purchasing recycled content office supplies, eco-friendly equipment, or safer substitutes in place of toxic cleaners.

Paper Drive

McLeod County also encourages non-profit organizations and groups to organize paper drives as a way to raise money. The County provides information to groups regarding scheduling an event, choosing a collection location, and advertising the event. The County provides collection containers for the event, arranges for the collection of the paper, processes and markets the materials, and disburses revenue to the organization from the sale of the paper.

2.2.4 Solid Waste Generation

Solid waste generation can be defined as the amount disposed plus the amount incinerated plus the amount composted plus the amount recycled, as illustrated in Figure 2-3. Problem materials that are not recycled are included in the amount disposed category. No solid waste from the County is currently incinerated in waste-to-energy facilities; however, there may be small quantities that are burned by residents on their properties. County staff estimate that approximately 2,099 tons per year are managed on-site, based on current population estimates. This amount is included in the on-site disposal quantity.

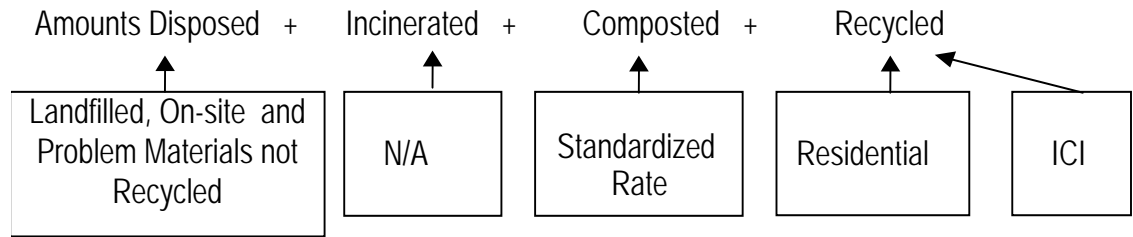


Figure 2-3: Solid Waste Generation Formula

The overall solid waste stream can be sub-divided into various sectors. For the purposes of this Plan, the County solid waste stream will be divided into residential and CII sectors. The waste stream will be broken into these two sub-streams to estimate the overall solid waste generation and per capita generation rates. The total MSW generated in McLeod County in 2010 (the base year), as calculated by the Goal-Volume Table, was 33,808 tons. The Goal-Volume Table is attached as Appendix A.

Residential Waste Generation

The residential waste generation rate was calculated to be 2.27 pounds/person/day or approximately 0.42 tons/person/year for McLeod County. Per the 2010 census, McLeod County households average 2.48 persons per household which equates to approximately 2.29 tons/household/year of MSW generated. These rates account for the amount of waste disposed plus the amount recycled. This generation rate was calculated from data contained in the Goal-Volume Table (see Appendix A). The residential discard rate was found to be 2.0 pounds/person/day by subtracting the calculated per capita residential generation rate of recyclable materials (0.27 pounds/person/day) from the overall generation rate. (The overall generation rate does not include yard waste.)

To compare the calculated discard rate of 2.0 pounds/person/day to other sources, SAIC looked at data provided to the County by the licensed waste haulers for the MSW collected from each community in 2010, as shown in Table 2-8. An average of 1.6 pounds/capita/day was the estimated residential waste discard rate, which includes problem materials that were not recycled, and excludes the quantity of yard waste and recyclable materials diverted from disposal.

Table 2-8
2010 Hauler Data
Residential Solid Waste Disposal (Per Capita Amounts)
McLeod County, MN

Municipality	Tons per Month	Population ⁽¹⁾	Pounds per Capita per Month	Pounds per Capita per Day
Brownnton	n/a	658	n/a	n/a
Glencoe	132	4,865	54	1.8
Hutchinson	200	12,250	33	1.1
Lester Prairie	47	1,495	62	2.1
Plato	16	276	112	3.7
Silver Lake	40	723	111	3.7
Stewart	24	493	98	3.3
Winsted	44	2,035	43	1.4
Average^(2,3)	72	3,298	73	1.6

⁽¹⁾ The population was calculated by assuming 13.6 percent of the population does not have collection.

⁽²⁾ Numbers may not add due to rounding.

⁽³⁾ The average generation rate (pounds per capita per day) was calculated by averaging the results from all communities **except** Plato, Silver Lake, and Stewart because the discard rates from those communities were unusually high so they were considered outliers.

Commercial/Industrial/Institutional Waste Generation

In 2010, McLeod County had more than 980 commercial, industrial, and institutional facilities, including federal, state and local governments, operating within the County.³ Waste generated from the CII sector is a little more than half of the solid waste generated in the County. Annual (2010) CII waste generation has been estimated at 18,594 tons, or 55 percent of the total 33,808 tons of municipal solid waste generated within the County, per the Goal-Volume Table.

2.2.5 Solid Waste Composition

In the 2000 Plan for McLeod County, the composition of the County's waste stream was estimated using the Greater Minnesota data from the 1990-1991 Minnesota Pollution Control Agency (MPCA) Solid Waste Composition Study, Part 1. (For that study, the Greater Minnesota data was comprised of results from five disposal sites located in Winona, Lyon, Itasca, Becker, and the Tri-Counties of Stearns, Sherburne and Benton.) For the 2012 Plan, SAIC used the Greater Minnesota data from the Solid Waste Management Coordinating Board (SWMCB) 2000 Minnesota Statewide MSW Composition Study (2000 Study).

The aggregated results from the rural (non-metropolitan) disposal sites that participated in the 2000 Study were used to estimate McLeod County's waste

³ Source: Minnesota Department of Employment and Economic Development.

composition. The three solid waste facilities whose waste sort data was used to represent Greater Minnesota in the 2000 Study included:

- Polk County's Waste-to-Energy facility in Fosston, MN;
- Prairieland MSW Compost Facility in Truman, MN; and
- St. Louis County's Landfill in Virginia, MN.

The results of Greater Minnesota's MSW composition are provided in Table 2-9.

Table 2-9
Greater Minnesota MSW Composition (2000)⁽¹⁾
Percentage Estimates of Materials in MSW (by weight)

	Material Categories	Average (%)
Paper	Newsprint (ONP)	4.3%
	High Grade Office	3.1
	Magazines/Catalogs	2.7
	Uncoated OCC – recyclable	4.6
	Uncoated OCC - nonrecyclable	0.5
	Coated OCC	0.3
	Boxboard	2.8
	Mixed Paper – recyclable	5.3
	Mixed Paper – nonrecyclable	10.8
		Total Paper
Plastic	PET Bottles/Jars – clear	0.5%
	PET Bottles/Jars – colored	0.4
	Other PET	0.0
	HDPE Bottles – natural	0.3
	HDPE Bottles – colored	0.3
	PVC	0.1
	Polystyrene	0.9
	Film – transport packaging	0.2
	Other Film	4.4
	Other Containers	0.5
	Other non-containers	4.2
	Total Plastic	11.7%
Metals	Aluminum Beverage Containers	0.9%
	Other Aluminum	0.5
	Ferrous Containers	1.3
	Other Ferrous	3.3
	Other Non-Ferrous	0.1
		Total Metals

Table 2-9
Greater Minnesota MSW Composition (2000)⁽¹⁾
Percentage Estimates of Materials in MSW (by weight)

	Material Categories	Average (%)
Glass	Clear Containers	1.6%
	Green Containers	0.4
	Brown Containers	0.5
	Other Glass	0.5
	Total Glass	3.0%
Organic Materials	Yard Waste – Grass & Leaves	1.7%
	Yard Waste – woody material	0.1
	Food Waste	14.5
	Wood Pallets	0.4
	Treated Wood	1.6
	Untreated Wood	1.1
	Diapers	2.7
	Other Organic Material	0.9
	Total Organic Materials	22.9%
Problem Materials	Televisions	0.0%
	Computer Monitors	0.0
	Computer Equipment/Peripherals	0.0
	Electric & Electronic Products	1.9
	Batteries	0.1
	Other	0.0
	Total Problem Materials	2.0%
HHW	Latex Paint	0.0%
	Oil Paint	0.1
	Unused Pesti/Fungi/Herbicide	0.0
	Unused Cleaners & Solvents	0.0
	Compressed Fuel Containers	0.0
	Automotive – Antifreeze	0.0
	Automotive – Used oil filters	0.1
	Other	0.6
	Total HHW	1.0%
Other Waste	Textiles	3.4%
	Carpet	1.5
	Sharps & Infectious Waste	0.0
	Rubber	0.7
	Construction & Demolition Debris	3.2
	Household Bulky Items	2.9
	Empty HHW Containers	0.7
	Miscellaneous	6.7
	Total Other Waste	19.1%
TOTAL⁽²⁾	100.0%	

⁽¹⁾ Source: Greater MN data from SWMCB 2000 Minnesota Statewide MSW

⁽²⁾ Totals may not sum due to rounding.

The Greater Minnesota results from the 2000 Study were used as a basis for characterizing McLeod County's waste stream. The results of the waste characterization study only reflect the quantity of materials that were discarded. Therefore, the quantities of materials diverted from disposal must be added to the materials discarded to derive a total waste composition generation estimate.

Based upon the 2010 SCORE report data and the survey of major CII generators, SAIC has calculated the additional quantities of materials that were diverted from disposal (see Table 2-10). The characterization shown in Table 2-10 was then reviewed for reasonableness based upon waste characterization data gathered from SAIC's actual waste characterization studies for various residential and commercial generators throughout North America. The resulting characterization was reasonable based upon the types of generators within the County. However, it should be noted that the accuracy of the characterization is limited and an actual County waste audit should be conducted to enhance the accuracy of the waste characterization prior to any facility implementation.

**Table 2-10
McLeod County MSW Characterization**

Categories	Estimated Percentage of Materials Discarded ⁽¹⁾	Estimated Quantity of Materials Discarded ⁽²⁾ (TPY)	Estimated Quantity of Materials Recovered ⁽³⁾ (TPY)	Total Quantity of Materials Generated ⁽⁴⁾	Estimated Percentage of Materials Generated
Paper	34.2%	6,337	3,965	10,302	30%
Plastic	11.7%	2,168	3,789	5,957	18%
Metals	6.0%	1,112	2,219	3,330	10%
Glass	3.0%	556	346	902	3%
Organic Materials	23.0%	4,262	2,148	6,410	19%
Problem Materials, HHW, and Other Waste	22.1%	4,095	2,812	6,907	21%
Total⁽⁵⁾	100.0%	18,529	15,279	33,808	100%

⁽¹⁾ Averages from the SWMCB Minnesota Statewide MSW Composition Study, Greater Minnesota Results, 2000.

⁽²⁾ Calculated by multiplying the percentages in the column "Estimated Percentage of Materials Discarded" by the County's 2010 tons discarded as calculated in the Goal-Volume Table.

⁽³⁾ Sources: MPCA 2010 SCORE Report and the Goal-Volume-Table.

⁽⁴⁾ Materials discarded plus materials recovered.

⁽⁵⁾ Totals may not sum due to rounding.

2.2.6 Solid Waste Collection and Generation Constraints and Opportunities Impacting the County's Solid Waste Management System

The County does not anticipate changes to the MSW collection system in McLeod County that would impact its solid waste management system. In addition, the County does not anticipate constraints on the system due to waste generation. Per the Goal-Volume Table, the tonnage of MSW generated by McLeod County residents may increase by approximately 2,857 tons in the next ten years, an 8.45 percent increase from tons generated in 2010.

The County's solid waste management system may be impacted by the following:

- Enforcement of MN Statute 473.848 – Restriction on Disposal.⁴ This statute pertains to the MSW generated in the metropolitan area (the six counties that include and surround the Cities of Minneapolis and St. Paul). The statute states:

“a person may not dispose of unprocessed mixed municipal solid waste generated in the metropolitan area at a waste disposal facility unless the waste disposal facility meets the standards in section 473.849⁵ and:

(1) the waste has been certified as unprocessable by a county under subdivision 2; or

(2)(i) the waste has been transferred to the disposal facility from a resource recovery facility;

(ii) no other resource recovery facility serving the metropolitan area is capable of processing the waste; and

(iii) the waste has been certified as unprocessable by the operator of the resource recovery facility under subdivision 3.”

Per the statute, “waste is ‘unprocessed’ if it has not, after collection and before disposal, undergone separation of materials for resource recovery through recycling, incineration for energy production, production and use of refuse-derived fuel, composting, or any combination of these processes so that the weight of the waste remaining that must be disposed of in a mixed municipal solid waste disposal facility is not more than 35 percent of the weight before processing, on an annual average.”

In 2011, approximately 35 percent of the MSW received at the SRRMF was generated in the metropolitan counties of Anoka, Carver, and Hennepin. The enforcement of this statute may affect the quantities of metro-generated waste received at the SRRMF, however at the time of this writing, the breadth of the affect is uncertain.

⁴ Source: MN Office of the Revisor of Statutes. <https://www.revisor.mn.gov/statutes/?id=473.848>

⁵ Source: MN Office of the Revisor of Statutes. <https://www.revisor.mn.gov/statutes/?id=473.849>

Per discussions with the SRRMF staff for the Goal-Volume Table (Appendix A), it was estimated that in 2013, no waste would be delivered to the SRRMF from the metropolitan counties of Anoka or Hennepin. However, Spruce Ridge estimated it would continue to accept waste from Carver County.

- MPCA’s Metropolitan Solid Waste Management Policy Plan, 2010-2030. If Spruce Ridge continues to receive waste from the Twin Cities’ metropolitan counties, the quantities may be reduced if the metro counties meet the mandated goals set forth in the MPCA’s Metro Policy Plan. The plan’s objectives are provided below in Table 2-11.

Table 2-11
Metropolitan Solid Waste Management Policy Plan 2010-2030
Metropolitan System Objectives

	2015	2030
Recycling	45-48%	53-60%
Organics Recovery	3-6%	9-15%
Source Reduction	1-2%	4-6%

- A landfill expansion proposed by neighboring Wright County. Because the expansion has not been permitted at the time this Plan was written, the breadth of the impact is unknown.

The impacts to the County if less waste was disposed at the SRRMF may include, but not be limited to, the following:

- Less tonnage disposed would result in a reduction in County tip fees and solid waste abatement fees paid to the County by Spruce Ridge. The reduction in funds could affect the County’s ability to fund its recycling and waste diversion programs, although some of the expenses are offset by the revenues the County receives from the sale of recyclable materials processed at the MRF.
- Less tonnage disposed may result in less methane gas production. Currently the methane gas is collected, converted to electricity, and supplies Glencoe Light and Power with thirty percent of their electricity needs.

2.3 Construction and Demolition Debris Generation

Generally, the amount of construction and demolition (C&D) debris in the waste stream varies considerably over time because the quantities disposed are directly influenced by the economy and the scope of residential and commercial building activities.

Presently, there are three C&D disposal sites located in McLeod County:

1. Hansen Demolition Landfill located approximately six miles west of Hutchinson;
2. SRRMF located approximately seven miles northwest of Glencoe; and

3. Waste Management Demolition Landfill located in Lynn Township.

The three demolition landfills accept C&D waste from a large region, including counties other than McLeod. None of the three sites track the origin of the waste so it is unknown how much of the waste is generated in McLeod County. SAIC used a national generation rate of 1.7 pounds of C&D waste per person per day⁶ to estimate the amount of C&D waste generated in the County. Based on the 2010 population estimate⁷ of 36,651, approximately 621 pounds of C&D waste is generated per capita per year or 11,371 total tons per year. The C&D quantities are reported in cubic yards in the Goal-Volume Table (see Appendix A). Using the MPCA’s conversion factor of 460 pounds per cubic yard, this equates to 49,439 cubic yards of C&D waste generated in 2010.

Using the population projections from the Goal-Volume Table, the future C&D debris quantities estimated to be generated in the County are shown in Table 2-12.

Table 2-12
Construction & Demolition Debris
Projected Generation (in Tons)
McLeod County, MN

Year	Tons
2011	11,472
2012	11,574
2013	11,677
2014	11,781
2015	11,886
2016	11,974
2017	12,063
2018	12,152
2019	12,242
2020	12,332

2.4 Major CII Generators

Although the County is generally considered a rural county, it has several major businesses that contribute significantly to the County's total waste generation. The larger businesses were contacted by the County in an effort to estimate the quantities of waste generated in 2010 by the major CII generators. It was determined that eight of the largest businesses in the County collectively generated approximately 12,675

⁶ The per capita generation rate of 1.7 pounds per person per day is an average of the range reported by the U.S. EPA of 1.04 and 2.3 lbs/person/day. It is also the average estimated by consulting firm DSM Environmental Services, Inc. as reported in their 2008 report, “2007 Massachusetts Construction and Demolition Debris Industry Study.”

⁷ Source: Minnesota State Demographic Center

tons of solid waste, or 68 percent of the total waste generated by the CII sector in 2010, as shown in Table 2-13.

Table 2-13
Major CII Generators and MSW Tons Generated in 2010
McLeod County, MN

Business	Estimated MSW Tons Generated ⁽¹⁾
3M	10,000
Walmart ⁽²⁾	978
Target ⁽²⁾	666
EconoFoods	257
Hutchinson Technology	240
Tim Purcell Plumbing	234
Hutchinson Telephone Co	187
Tetra Pak	113
TOTAL	12,675

⁽¹⁾ Source: McLeod County Major Waste Generator Survey, 2011 (for all generators except Walmart and Target).

⁽²⁾ Estimate based on square footage of stores. Source: R. W. Beck study, 2006.

Estimates of the quantities and types of solid waste generated by the major CII generators are provided in Table 2-14.

Table 2-14
MSW Tons Generated by Major CII Generators, by Material Type⁽¹⁾
McLeod County, MN

	3M	Walmart ⁽²⁾	Target ⁽²⁾	Econo Foods	Hutch Tech	T. Purcell Plumbing	Hutch Tele	Tetra Pak
Paper								
OCC	200	32	64	108	-	35	-	-
Office	100	41	31	-	-	12	150	-
Other	1,000	148	125	-	12	12	19	-
Glass	-	7	11	-	12	12	9	-
Plastics	7,000	204	86	33	36	94	9	28
Metals								
Ferrous	200	68	47	-	-	70	-	-
Non-ferrous	500	31	7	-	-	-	-	-
Organics								
Yard Waste	-	0	13	-	-	-	-	-
Food	100	278	103	103	24	-	-	-
Lumber	50	77	64	13	24	-	-	-
Other								
Rubber	-	7	3	-	-	-	-	-
Textiles	-	7	12	-	-	-	-	-
Misc.	850	77	101	-	132	-	-	84
Total⁽³⁾	10,000	978	666	257	240	234	187	113

⁽¹⁾ Source: McLeod County Major Waste Generator Survey, 2011 (for all generators except Walmart and Target).

⁽²⁾ Source: R. W. Beck study, 2006.

⁽³⁾ Totals may not sum due to rounding.

2.5 Solid Waste Planning History

2.5.1 Current local and regional planning activities

Currently McLeod County works with other counties to provide recycling assistance. Listed below are some examples of the County's regional recycling and waste diversion activities.

Paper Drives

As described earlier in Section 2.2.3, the County provides information to groups regarding scheduling a paper drive, choosing a collection location, and advertising the event. The County provides collection containers for the event, arranges for the collection of the paper, processes and markets the materials, and disburses revenue to the organization from the sale of the paper. The County has arranged paper recycling drives in neighboring counties including Meeker, Wright, Sibley, Carver, and Renville.

Polyseed Bag Recycling

McLeod County provides collection bins at farmers' co-ops and businesses (located in and out of the County) for polyseed (agricultural) bag recycling. The County picks up the bags and transports them to the MRF where they are processed and marketed to an end-user.

Commercial Recycling

As discussed earlier in this section, the County processes recyclable materials from CII generators, some of which are located outside of McLeod County.

HHW

McLeod County has a reciprocity agreement with Sibley County and accepts HHW from Sibley County residents at the County's HHW facility. (The County's HHW program is described in detail in Section 5.2.13 of this Plan.)

Recyclable Material Processing

County staff are currently discussing with other counties the possibility of McLeod County processing recyclable materials generated in neighboring counties.

Waste Tire Collection

The County is considering providing a year-round option for the collection of waste tires at its current Solid Waste Department facility in Hutchinson, rather than collecting tires just once per year.

Mattress Recycling

The County is currently researching the feasibility of mattress recycling in McLeod County, similar to the Goodwill Industries program in Duluth, Minnesota.

2.5.2 Past impediments or barriers to the development of projects on a regional basis

Barriers to the development or expansion of projects on a regional basis in the past have included the following:

- **Funding.** With budget cuts, many government entities do not have the funds to expand solid waste and recycling programs, much less develop new programs.
- **Geography.** Because of McLeod County's location in the state, transportation costs can sometimes be prohibitive when it comes to moving recyclable materials to end markets. Even distances or locations within the County can be prohibitive. For example, the County previously (2003) contracted for grinding and transportation of yard waste collected from eight municipal yard waste sites to be processed at the City of Hutchinson's Compost Facility (Creekside Soils). The number of sites for which the County contracts for grinding has decreased from eight to two: Winsted and Glencoe.
- **Capital Costs.** The costs to increase recycling facility space or purchase new processing equipment are often prohibitive to expanding the County's programs.

2.5.3 Resolution of conflicting, duplicative, or overlapping local solid waste management efforts

There has not been much overlap in local solid waste management efforts, so there are no conflicts or duplicative issues to report. The solid waste tip fee assessment charged at the SRRMF has allowed the County to operate its programs independently and not rely on other counties for support.

As noted in Section 2.5.1, McLeod County is currently involved with many recycling projects that benefit the region, not just the County.

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Section 3

Existing Integrated Solid Waste Management System

3.1 Policy and Goals

County Solid Waste Management Goals

The County solid waste management goals are the following:

- Ensure the establishment and operation of a solid waste management system that minimizes environmental risks, provides an environmentally safe disposal method, maximizes the recovery of recyclable materials, and minimizes total costs to the citizen.
- Utilize solid waste management systems to conserve natural resources to the greatest extent possible.
- Reduce the annual per capita quantity of solid waste generated in the County.
- Continue to monitor and enforce volume-based pricing and source separation of recyclable materials and compostable waste in the residential and commercial/industrial/institutional (CII) sectors.
- Implement technically reliable solid waste systems that are economically feasible to the County and its residents.
- Utilize County staff to plan, coordinate, and enforce solid waste management program activities defined in the Plan while encouraging private industry to carry out the programs.
- Plan, finance and implement annual solid waste public education/public awareness programs consistent with the Plan.
- Research feasibility of County-operated residential curbside recycling collection service.
- Continue to expand recycling services and support waste reduction activities.

3.2 History of System Development

Planning History

In the mid 1980's, the County, along with the three other counties of Kandiyohi, Meeker, and Renville, initiated regional solid waste planning efforts through Region VI East or the Mid-Minnesota Development Commission ("Commission"). The Commission conducted an informal review of the existing solid waste management system for the four counties in 1984. This effort led to preliminary discussions by several counties within the region, including these four, concerning long-term solid waste management goals. However, in late 1986, the County chose to pursue its

immediate solid waste management needs on its own and not work within a regional context. The County had its own landfill that could provide the County's long-term disposal needs.

A County Solid Waste Advisory Commission ("SWAC") was created in 1985 and has played an influential role for more than twenty-five years in the County's program development for solid waste management. Section 5.4.3 of the Plan includes a discussion of the composition and responsibilities of the SWAC.

McLeod Landfill was established in the early 1970's under a McLeod County Conditional Use Permit (No. 5-69) and an MPCA permit (Mo. SW-6). The facility provided essential local service through the mid 1980's, when it was placed up for sale by its owners, Bullert Construction Company. County staff, with assistance from the SWAC, assessed the potential purchase of the County Landfill in 1987. The County ultimately decided not to purchase the landfill.

Timothy and Phil Schweizer purchased the landfill from Bullert Construction and changed the name to Spruce Ridge Resource Management Facility (SRRMF or Spruce Ridge). After several years of operation, SRRMF changed hands in 1992 when it was sold to Sanifill, Incorporated of Houston, Texas.

In 1993, Sanifill constructed the first lined cells for MSW disposal at the site. The lined cell had a state-of-the-art leachate collection system and methane venting system. The SRRMF began to accept increasingly large amounts of waste from other counties in late 1993.

Sanifill later merged with USA Waste. USA Waste then purchased the assets of WMX and adopted the business name of Waste Management, Incorporated.

In 1988 with the passage of the SCORE legislation, the SWAC took the lead to provide an opportunity for all residents in the County to recycle. With guidance from the SWAC, the County was successful in providing all residents with an opportunity to recycle through municipal curbside collection and/or drop-off centers throughout the County by 1992.

In 1991, the County entered into a regional household hazardous waste (HHW) management program sponsored by the Tri-County Waste Management Commission ("Tri-County Commission") under the direction of the MPCA. This program provided a conduit for funding to the County for HHW management and an opportunity for the County residents to have access to a permanent collection facility in St. Cloud. The SWAC has been instrumental in the planning and implementation of the County's HHW program. Beginning in 1989, the County sponsored a HHW one day collection event. As outlined above, the County entered into a HHW program with the Tri-County Commission in 1991 under the direction of the SWAC. As required by the MPCA, in 1993 the County Board adopted a formal HHW education plan. The plan was developed by the staff with direct assistance from the SWAC. Accompanying the Board's adoption of the education plan, the SWAC assessed the various methods for abatement of HHW and recommended the siting and development of a permanent collection facility. A facility was built in 1994 located in the City of Hutchinson.

In 2000, the County developed a new, permanent HHW collection facility, supplemented by mobile collections, to better serve County residents. The permanent HHW collection facility is located at the same site as the MRF and County Solid Waste Management Department offices offering an integrated solid waste management facility.

In the spring of 1994, the City of Hutchinson approached the SWAC requesting support for the development of a co-composting facility that would compost bio-solids and the organic segment of the solid waste stream. The SWAC responded by identifying a process to assess the City's proposal in the context of the County's goal of maximizing landfill abatement. In January 1998, the City of Hutchinson submitted a preliminary grant application to the Minnesota Office of Environmental Assistance (OEA, now the MPCA) for funding through a Capital Assistance Program grant. The City also submitted an application for funding to the County in March 1998. Both grants were approved. The Creekside Organic Material Processing Facility (Creekside Compost Facility or Creekside) began operations in 2001.

The County has a service agreement with the City of Hutchinson to provide processing and composting services for yard waste generated by the municipalities within the County. While the City of Hutchinson has added the collection of food waste and non-recyclable paper to its curbside residential program, the other municipalities in the County do not have this service.

In 2002, the County began a comprehensive evaluation and planning effort that resulted in the design and construction of a new MRF. The MRF became operational in early 2004 and provides recyclable materials processing and marketing services for recyclable materials collected throughout the County.

In 2005, the County entered into an agreement with Waste Management, Inc. to provide County-wide collection of curbside recyclable materials and for those materials to be directed to the new MRF. The objective of this approach was to enhance the overall quantities of recyclable materials set out for collection. Until this change, the municipalities contracted directly with private haulers for collection and processing of their recyclable materials and the County reimbursed the municipalities for the recycling service. The use of a county-wide service agreement offers an opportunity to create a more uniform and consistent recycling program throughout the County.

In addition, in 2005 the County implemented a program that provides appliance and electronics recycling opportunities for all residents through a combination of collection events and drop-off collection opportunities.

The initial McLeod County Solid Waste Management Plan was approved in August 1990. The first update was completed in 1994 and in May of 1999, the County retained SAIC (formerly R. W. Beck) to assist in the development of the second update.

3.3 Description of Existing Resource Recovery Programs or Facilities in Use

Currently there are three resource recovery facilities in use in McLeod County:

- McLeod County HHW Facility;
- Creekside Soils Composting Facility; and
- McLeod County MRF.

A description of each is provided below.

3.3.1 McLeod County HHW Facility

The County constructed a permanent Household Hazardous Waste (HHW) Facility in the spring of 1994. This facility has had higher than expected participation. To accommodate the growing participation, the County purchased an existing building, containing both warehouse and office space, and remodeled the west side of the building into a 5,000 square foot HHW Facility. This Facility became operational in September of 2000, and has continued to see participation increase each year.

The County's HHW Facility is open year round for the collection of residential HHW as well as hazardous waste from very small quantity generators (VSQGs). In addition, the County operates a mobile HHW unit to periodically collect HHW from all municipalities in the County, except Hutchinson (where the permanent facility is located).

A Product Exchange is operated at the HHW Facility where products such as latex and oil-based paints, paint thinners, varnish removers, cleaning products, automotive items, etc. are available to the public at no charge. The Product Exchange program was more accurately renamed the Freeuse Center in 2010.

In 2011, the HHW Facility installed a large door connecting the current HHW Facility with the warehouse. This addition has allowed the HHW program to meet the growing needs of the program by creating an area for storage of non-regulated items; allows for the recycling of miscellaneous materials including expanded polystyrene, plastic paint pails, drums, and packing supplies; and allows for the safe loading of HHW for shipments.

3.3.2 Creekside Soils

The Creekside Compost Facility is an enterprise operation owned by the City of Hutchinson. McLeod County serves as a funding source for site monitoring and has an agreement with Creekside for the grinding and processing of yard waste from two municipal collection sites as well as transportation of yard waste from all municipal sites to Creekside's facility in Hutchinson.

The facility is located one mile southwest of the City of Hutchinson's wastewater treatment facility. The site is situated on 76 acres owned by the City of Hutchinson and the compost operation utilizes 24 of those acres.

Background

The City of Hutchinson operates the composting facility and accepts yard waste, source-separated food waste, and paper. Since opening in 2001, the facility receives and processes organic material from both residential and CII waste generators. The City is pursuing an expansion of the facility to accommodate higher volumes of material, with a long-term objective of processing source-separated organic material from throughout the County and potentially other counties.

Sources of Feedstock

The materials for the composting operations are collected from several sources including:

- Residential yard waste;
- Residential curbside organics (food waste, yard waste, non-recyclable paper and cardboard); and
- Organic waste from CII generators.

Residential Yard Waste

All communities in the County own and operate yard waste drop-off sites. The County previously (2003) contracted for grinding and transportation of yard waste collected from eight municipal yard waste sites to be processed at Creekside. The number of sites for which the County contracts for grinding has decreased from eight to two: Winsted and Glencoe. An additional source of residential yard waste comes from the City of Hutchinson's biannual curbside collection of yard waste.

Residential Curbside Organics

The City of Hutchinson offers a collection program for its residents for the curbside collection of organic waste. As part of this program, residents separate their materials into three streams:

1. Non-compostable and non-recyclable materials (MSW);
2. Source-separated organics such as corrugated cardboard, non-recyclable paper, food waste (placed in biodegradable compost bags), and yard waste; and
3. Recyclable materials.

Organic Waste from CII Generators

Commercial and institutional organics are collected from select participants in the City of Hutchinson and outside of Hutchinson where collection programs are offered by private haulers.

Composting Process

The Creekside Compost Facility uses an in-vessel system for active composting and concrete pads for curing the compost.

There are two building on the site: Building 1 is the tip building that houses the operation of mixing the source-separated organics. Building 2 is the bagging building where over 20 different products (e.g., compost, potting soil, colored mulch) are packaged and marketed in the five-state area.

The Creekside Compost Facility operations utilize the following types of equipment:

- 4 front end loaders
- 3 semi-tractors
- 5 walking floor trailers
- 3 stacking conveyors
- 2 forklifts
- 3 skid loaders
- 1 compost turner
- 1 horizontal grinder
- 1 roll-off truck
- 2 compost screeners

Marketing

The finished compost is marketed in both bulk and bagged form and sold in the five-state area by a private marketing firm.

Public Education

The City of Hutchinson has developed a public education program for their residential curbside source-separated organics collection program. The public education program includes:

- Letters to each participant;
- Information published in the City-wide newsletter;
- Information on the City's website; and
- Presentations to schools, community groups, and groups outside of Hutchinson.

3.3.3 McLeod County MRF

In 2003, the County began construction of a materials recovery facility (MRF) in Hutchinson. The MRF became operational in the spring of 2004. The contracted hauler(s) that collect residential curbside and rural drop-off recyclable materials are required to bring the materials to the County's MRF for processing, per agreements

with the County. In addition, residents and commercial customers are allowed to drop-off recyclable materials at the MRF at no charge.

For CII customers who deliver large volumes of old corrugated cardboard (OCC) to the MRF, the County offers a revenue sharing program. The CII customer pays a processing fee per ton of material delivered to the MRF. The County then provides the customer a fifty percent share in the market value for the OCC. The County does not provide revenue sharing for any other recyclable materials other than OCC.

The initial operations of the MRF in 2004 required a full-time Recycling Manager and a full-time Recycling Operator. A Redemption Operator was added in 2006 to oversee the aluminum redemption program and assist the manager and operator on the MRF floor. In 2007, the Recycling Operator position evolved into the Truck Driver position to transport and market recyclable materials and the Redemption Operator became the Recycling Operator. In 2009, the Truck Driver position was renamed the Transportation and Quality Control Coordinator to also oversee the warehouse and stage commodities in collaboration with the Recycling Manager.

In addition to County staff, McLeod County contracts with West Central Industries, a nonprofit program that provides opportunities for individuals with disabilities through training and rehabilitation. Six workers plus a supervisor from West Central Industries assist with daily MRF operations, primarily with sorting recyclable materials. On occasion, the County will also utilize sentence-to-serve workers for various tasks at the MRF.

3.4 Description of Land Disposal Facilities in Use

The Spruce Ridge Resource Management Facility (SRRMF), located approximately seven miles northwest of Glencoe on US Highway 22, is of key importance to the County. Private ownership of the landfill has provided more than 25 years of economic waste disposal. The SRRMF has become one of the largest landfills in the state of Minnesota and the County continues to work with Spruce Ridge to extend the life of the landfill to ensure a continued resource for the community.

The waste haulers licensed in the County generally utilize SRRMF for waste disposal. The landfill is privately owned and operated by Waste Management, Inc. The SRRMF serves not only the County of McLeod, but also accepts MSW from more than 25 counties within the State of Minnesota.

The per ton tip fee at the landfill is \$66.14. The tip fee is comprised of a \$45.00 base fee, 17 percent Solid Waste Management Tax of \$7.65, \$6.66 Greater Minnesota Landfill Clean-up Fee, \$3.50 County fee, and \$3.33 Rich Valley Township fee.

Spruce Ridge operates an on-site collection center for problem wastes (i.e., tires, appliances, electronics, C&D debris, etc.) as well as recyclable materials. No processing other than bulking/baling occurs at SRRMF. Signs at the gate clearly indicate that problem materials, including hazardous wastes, are prohibited from entering the facility. All landfill operators are MPCA-certified to recognize problem materials.

The SRRMF has had an active gas collection system in place since 1996. Additions to the system were made in 1997, 1998, 2005, and 2007. In 2007, the SRRMF completed construction of a landfill gas-to-energy facility located in the northeast corner of the landfill property and began operations in April 2008. Currently the methane gas is collected, converted to electricity, and supplies Glencoe Light and Power with thirty percent of their electricity needs.

Prior to 1997, all leachate from the landfill was collected and transported to the Metropolitan Council Environmental Services (MCES) facility in St. Paul for disposal and treatment. A recirculation pilot project was initiated in 1997 and since then, a large percentage of the leachate has been managed on-site through recirculation back into the waste. In 2010 the SRRMF completed construction of a 220,000-gallon above ground leachate storage tank. The leachate is either transported to the MCES facility in St. Paul for disposal and treatment or recirculated into specific landfill cells as part of the MPCA-approved bioreactor project.

In September 2006, the MPCA authorized the SRRMF to operate a section of the landfill as a bioreactor demonstration/research project. The project was extended for three additional years in 2009 and currently the SRRMF bioreacts up to 1.42 million cubic yards of waste.

According to the Solid Waste Land Disposal Facility 2011 Annual Report for the SRRMF,¹ the remaining ultimate capacity (airspace including final cover) for the MSW disposal area was 2,903,127 cubic yards, or 10.85 years of remaining ultimate operating life from the date of the last annual site survey, September 29, 2011. The remaining ultimate capacity for the demolition disposal area was over 15.2 million cubic yards or 112.13 years of remaining operating life.

The most recent re-permit application was submitted to the MPCA on October 15, 2008 by the SRRMF, in advance of the April 29, 2009 permit expiration date.

3.5 Costs Associated with Operating and Maintaining the Existing System

A detailed estimate of McLeod County's solid waste management costs and revenues for the ten-year planning period can be found in the solid waste budget attached as Appendix B to this Plan. For 2012, the County estimated its expenses for solid waste administration, abatement, recycling, and HHW programs at \$1.7 million.

Creekside Soils and the SRRMF are privately owned and operated facilities. The County's financial commitment includes the following:

- Creekside – The County provides site monitoring reimbursements to Creekside at an amount not to exceed \$29,466 per year and has an agreement with Creekside for the grinding and transportation of yard waste from two municipal collection sites as well as transportation of yard waste from all municipal sites to Creekside's facility in Hutchinson.

¹ Submitted by Waste Management to the MPCA in January 2012.

- SRRMF – The County actively monitors fourteen wells around the landfill at a cost of \$2,600 annually. These wells are tested for volatile organic compounds (VOCs) in the spring and fall and for organics and heavy metals in the summer.

3.6 Summary of Achievements, Opportunities, Challenges, or Problems with the Existing System

Market and Economic Conditions Related to MSW

As discussed in Section 2 of the Plan, most of the MSW generated in McLeod County is disposed at the Spruce Ridge Resource Management Facility (SRRMF), the only MSW landfill located in the County. As shown in Table 3-1, between 2007 and 2010, the tons of County-generated MSW disposed decreased each year, most likely due to the economic downturn.

In 2011, the tonnage of County waste increased by nearly eleven percent from 2010 and the overall waste disposed at SRRMF increased by more than 37.5 percent from 2010, as shown in Table 3-1. The large increase in out-of-county tons was attributed to the SRRMF receiving waste from Anoka and Stearns Counties (no waste was received from those counties in 2010) and an increase in tons received from Hennepin County in 2011.

Table 3-1
MSW Tons Disposed at SRRMF, 2007-2011⁽¹⁾
McLeod County, MN

	2007	2008	2009	2010	2011
McLeod County Tons	20,253	19,616	16,789	16,430	18,214
Total Tons	162,255	149,340	147,241	152,434	209,840

⁽¹⁾ Source: McLeod County MMSW Monthly Report and MSW origin data from the SRRMF.

In 2011, approximately 35 percent of the MSW received at the SRRMF was generated in the metropolitan counties of Anoka, Carver, and Hennepin. The enforcement of MN Statute 473.848 – Restriction on Disposal² (the statute pertaining to MSW generated in the Minneapolis-St. Paul metropolitan area), may affect the quantities of metro-generated waste received at the SRRMF, however at the time of this writing, the breadth of the affect is uncertain.

Per discussions with the SRRMF staff for the Goal-Volume Table (Appendix A), it was estimated that in 2013, no waste would be delivered to the SRRMF from the metropolitan counties of Anoka or Hennepin. However, Spruce Ridge estimated it would continue to accept waste from Carver County.

² Source: MN Office of the Revisor of Statutes. <https://www.revisor.mn.gov/statutes/?id=473.848>

The tonnage of MSW generated by McLeod County residents may increase by approximately 2,857 tons in the next ten years, an 8.45 percent increase from tons generated in 2010, per the Goal-Volume Table (Appendix A).

McLeod County receives a tip fee and an abatement fee per ton for all of the MSW disposed at the SRRMF, not just the tons generated by County residents and businesses. The revenue received from these fees for the last five years is shown in Table 3-2.

Table 3-2
McLeod County Landfill Revenue, 2007-2011⁽¹⁾
McLeod County, MN

	2007	2008	2009	2010	2011
Tip Fee ⁽²⁾	\$243,383	\$224,009	\$220,862	\$230,025	\$317,390
Abatement Fee ⁽³⁾	\$1,080,620	\$994,601	\$980,628	\$1,021,311	\$1,409,212

⁽¹⁾ Source: McLeod County staff.

⁽²⁾ Based on a tip fee of \$1.50 per ton. In November 2012, the County Board approved an increase of the Solid Waste tip fee by \$2.00 which resulted in a total of \$3.50 per ton.

⁽³⁾ Based on an abatement fee of \$6.66 per ton.

If the tonnage disposed at Spruce Ridge declines, so does a portion of the County’s source of funding for its waste abatement programs. As discussed in Section 2, the impacts to the County if less waste was disposed at the SRRMF may include, but not be limited to, the following:

- Less tonnage disposed would result in a reduction in County tip fees and solid waste abatement fees paid to the County by Spruce Ridge. The reduction in funds could affect the County’s ability to fund its recycling and waste diversion programs, although some of the expenses are offset by the revenues the County receives from the sale of recyclable materials processed at the MRF.
- Less tonnage disposed may result in less methane gas production. Currently the methane gas is collected, converted to electricity, and supplies Glencoe Light and Power with thirty percent of their electricity needs.

Market and Economic Conditions Related to Recycling

McLeod County uses local markets whenever possible for the sale of its recyclable commodities, based on the availability of those markets. Several commodities are marketed to out-of-state vendors. The county chooses vendors based on market values offered, references, availability, economic feasibility to transport, and environmentally-responsible practices in the production of recycled-content products.

For its 2012 budget (Appendix B), the County estimated potential revenue from the sale of recyclable materials to equal \$431,500. The revenue assumption was based on tonnage and market value of commodities at the time the budget was drafted in 2011. However, it should be noted that revenues fluctuate based on market prices which are

a result of supply and demand and the actual revenues may differ from the projected revenues.

Availability of Resource Recovery Programs or Facilities

The County has made great strides in waste diversion by constructing, operating, maintaining, and owning its own MRF and HHW facility. The existence of Creekside Soils in Hutchinson provides an opportunity for the County's municipalities to divert organic waste from the waste stream.

While the County has successful recycling and HHW operations, expanding these programs and upgrading the facilities continues to be a challenge due to budget cuts.

It is the County's understanding that Creekside Soils is attempting to receive additional materials from outside McLeod County. The County would prefer to see Creekside work with entities within the County, such as schools and businesses, to divert more County-generated organics before looking for out-of-county sources.

Availability of Local and State Funding Resources

The County relies on SCORE grants to partially fund its solid waste abatement programs. There have been no increases in SCORE funding since its creation, so the County must rely on other funding sources including landfill tip fees and the sale of recyclable materials.

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Section 4

Proposed Integrated Solid Waste Management System

The integrated solid waste management system proposed by McLeod County includes all of the abatement programs described in detail in Section 5 of this Plan:

- Solid Waste Reduction
- Solid Waste Education
- Recycling
 - Residential
 - Commercial
 - Marketing & Transportation
 - Paper Drive & Aluminum Redemption Program
 - School Recycling
- Yard Waste Management
- Source-Separated Organic (SSO) Materials Composting
- Waste Tire Disposal and Recovery
- Electronic Products Management
- Major Appliance Management
- Automotive Mercury Switches, Motor Vehicle Fluids and Filters, and Lead-Acid and Dry Cell Batteries Management
- HHW Management
- Construction and Demolition Debris Management

The County plans to continue and expand its current waste abatement programs. Specific programs to be developed or expanded are described below in Section 4.2 – Objectives.

The waste that is not diverted through the abatement programs listed above will be land disposed at the Spruce Ridge Resource Management Facility (SRRMF or Spruce Ridge). The landfill disposal system is described in Section 4.3 below.

4.1 Goals

McLeod County’s goals for its integrated solid waste management system are consistent with the policy contained in Minnesota Statutes Chapter 115A.02: “to protect the state’s land, air, water, and other natural resources and the public health by improving waste management in the state to serve the following purposes:

- (1) reduction in the amount and toxicity of waste generated;

- (2) separation and recovery of materials and energy from waste;
- (3) reduction in indiscriminate dependence on disposal of waste;
- (4) coordination of solid waste management among political subdivisions;
and
- (5) orderly and deliberate development and financial security of waste facilities including disposal facilities.”

4.1.1 County Solid Waste Management Goals

The County’s solid waste management goals (as described in Section 5.1.3 of this Plan) are as follows:

- Ensure the establishment and operation of a solid waste management system that minimizes environmental risks, provides an environmentally safe disposal method, maximizes the recovery of recyclable materials, and minimizes total costs to the citizen.
- Utilize solid waste management systems to conserve natural resources to the greatest extent possible.
- Reduce the annual per capita quantity of solid waste generated in the County.
- Continue to monitor and enforce volume-based pricing and source separation of recyclable materials and compostable waste in the residential and commercial/industrial/institutional (CII) sectors.
- Implement technically reliable solid waste systems that are economically feasible to the County and its residents.
- Utilize County staff to plan, coordinate, and enforce solid waste management program activities defined in the Plan while encouraging private industry to carry out the programs.
- Plan, finance and implement annual solid waste public education/public awareness programs consistent with the Plan.
- Research feasibility of County-operated residential curbside recycling collection service.
- Continue to expand recycling services and support waste reduction activities.

Per the Goal-Volume Table (GVT) (Appendix A), the County’s recycling rate for 2010 was 45.2 percent.

4.2 Objectives

The policies and programs that McLeod County plans to continue, in order to achieve the goals listed above, are described in detail in Section 5 of this Plan. Specific programs to be developed or expanded include the following:

1. Solid Waste Reduction. The County is currently researching the feasibility of developing at least two waste reduction programs:
 - A local materials exchange/reuse program to provide a service that links people who have items to give away with people who can use those items. Examples include appliances, exercise equipment, furniture, books, etc. The purpose is to keep these items out of the landfill.
 - Plastic 55-gallon drum re-use program. The County may offer the drums for re-use as well as provide kits to convert the drums into rain barrels.
2. Solid Waste Education. The County is planning to expand its public education programs with the following actions:
 - Expand existing waste education programs to include more of the CII sector. County staff will develop workshops and seminars on waste education for this sector. The County will also continue to promote Waste Wise, MPCA Factsheets, and MNTap to area businesses.
 - Develop a VSQG educational outreach program.
 - Create an electronic news email or listserv in which solid waste, recycling, and waste reduction information is sent simultaneously to a specific list of residents, businesses, and interested parties.
 - Explore the option of providing a virtual tour and educational videos of solid waste abatement programs on the County website, Facebook, and YouTube.
 - Create a small group of department employees to brainstorm and create tailored educational projects for solid waste education topics and programs.
 - Partner with McLeod For Tomorrow (a University of Minnesota Extension program) alumni to organize an Environmental Expo in 2012.
3. Recycling. In September 2012, the McLeod County Board passed a resolution that requires all recyclable materials set out by generators (residential and commercial) and collected by licensed haulers to use the source separated collection method. Any hauler that does not comply may have their license revoked.
 - a. Residential Recycling. Plans to expand the residential recycling program may include, but not be limited to:
 - Building Expansion. The County is considering the long-range plans for use of the neighboring property to the Solid Waste Management building (purchased by the County in 2009) to expand on its solid waste abatement programs. Ideas considered include:
 - Commodities Warehouse.
 - HHW & Problem Materials Program.
 - Commercial MRF.
 - Recycling Education Program. Additions to the current education program may include:
 - Monthly e-news to electronic distribution list.

- Monthly social media updates.
 - Program information to be included in community education publications.
 - Additional Materials. As markets allow, the County will continue to research and implement a wider spectrum of materials to be recycled through its curbside and/or miscellaneous recycling programs.
- b. Commercial Recycling. The County plans to expand recycling efforts in the commercial/industrial/institutional (CII) sector by considering the following:
- Create a CII recycling recognition program to heighten the awareness of this activity. The County would develop a formal program to recognize those CII generators that are recycling successfully.
 - Develop a market assistance program to promote increased recycling in the CII sector. In addition, the County will encourage new and existing industry to use recycled materials in their manufacturing processes in an effort to close the recycling loop on a local level.
 - Work with businesses to develop waste minimization plans that include recycling activities, if they do not already have a plan in place.
 - Work with the CII sector to develop and track annual solid waste materials recovery and recycling reporting requirements.
 - Develop a business education manual to address waste management issues in the County.
4. Paper Drives. The County plans to increase the number of paper drives in the future. Since the program's inception in 2009, the number of paper drives has increased each year. Also, the County is planning to reduce the amount of labor associated with the paper drives by arranging for the collected paper to be sent directly to end-users rather than going to the County's MRF for processing.
5. School Recycling. The expansion of the school recycling program may include the following:
- The schools currently not participating in the school recycling program are to be added, if possible, by the start of the 2012-2013 school year.
 - The County will discuss the possibility of increasing the Environmental Education Rebate percentage (as described in Section 5) above 50 percent.
 - Schools receiving an Environmental Education Rebate will be required to submit an expense report beginning in 2012.
 - The County will continue to work with the schools to improve the existing program and offer technical and educational support, as needed.
 - The County will continue to conduct a minimum of three recycling audits per school year to obtain an estimate for weekly recycling weights.
 - The County will continue to be invoiced for any schools participating in the School Recycling Program by its current recycling contractor.

6. **Yard Waste Management.** The County plans to delegate the administration of the municipal yard waste program to both Creekside Soils and each governing city by 2014. The County plans to expand its use of social media, which will include information on yard waste management, composting, and backyard composting.
7. **Source-Separated Organic (SSO) Materials Composting.** It is the County's understanding that Creekside plans to maintain the current SSO materials composting operation and will continue to process yard waste and SSO materials at its facility in Hutchinson.
8. **Waste Tire Disposal and Recovery.** The County's Solid Waste Director will continue to work with local law enforcement officials and the County attorney to address any illegal disposal of waste tires.
9. **Electronic Products Management.** In addition to maintaining its current electronics management program, the County is considering operating the electronics recycling program at its Solid Waste Management Department building only, to comply with the State's requirement to keep electronic waste indoors to eliminate the risk of environmental hazards. The County is considering purchasing trailers to comply with this requirement while keeping the additional sites open in conjunction with the appliance recycling program. If feasible, the County will purchase four utility trailers, one for each site (Glencoe, Winsted, and Brownston) and one to keep in rotation so that an empty trailer can replace a full trailer when it is removed so that its contents can be unloaded.
10. **Automotive Mercury Switches, Motor Vehicle Fluids and Filters, and Lead-Acid and Dry Cell Batteries Management.** The County will maintain its current programs and may, in the future, consider the benefits of establishing an above ground storage tank for the bulking of motor oil. In 2013, the County plans to provide postcard reminders to area salvage yards relative to the proper handling and disposal of automotive mercury switches and inform them of the County's VSQG program.
11. **HHW Management.** The County plans to maintain the current programs for the management of HHW during the next ten years. In addition, the County will:
 - Consider the addition of an above ground storage tank to accommodate the waste oil recycling efforts.
 - Add public surveillance camera(s) in the receiving area to allow technicians to monitor traffic via closed circuit video.
 - Research participation software to aid in the monthly and annual reporting.
 - Research and develop the future goals of the HHW Facility if/when the Department expands onto the neighboring property.
 - Propose expanding the offsite collection of HHW to include employee collections at area businesses during the work day.
 - Increase awareness and conduct additional educational efforts to promote the proper disposal of hazardous waste for businesses through the VSQG program.

4.3 Landfill Disposal System

As outlined in Minnesota Statutes Chapter 115A.02, the waste management practices listed in order of preference by the State of Minnesota are as follows:

- (1) waste reduction and reuse;
- (2) waste recycling;
- (3) composting of source-separated compostable materials, including but not limited to, yard waste and food waste;
- (4) resource recovery through mixed municipal solid waste composting or incineration;
- (5) land disposal which produces no measurable methane gas or which involves the retrieval of methane gas as a fuel for the production of energy to be used on site or for sale; and
- (6) land disposal which produces measurable methane and which does not involve the retrieval of methane gas as a fuel for the production of energy to be used on site or for sale.

As described in detail in Section 5 of this Plan, McLeod County has well-established programs to address the first three waste management methods: waste reduction, recycling, and composting of yard waste and food waste. At the time of this Plan, there are no solid waste incineration or energy recovery facilities located in McLeod County and the County is not aware of any County-generated MSW being exported out of McLeod County for incineration/energy recovery.

The County proposes to use land disposal as the primary MSW management method over the next ten years. The owner of the SRRMF, Waste Management, currently collects the methane gas produced at the landfill, converts it to electricity, and sells it to a local power company.

The system constraints or barriers that limit McLeod County's ability to achieve greater independence from land disposal center around the one waste management practice in the State's hierarchy in which McLeod County is not participating: resource recovery through mixed municipal solid waste composting or incineration. The constraints and barriers are outlined below.

Geographic

The closest waste-to-energy (WTE) facilities to McLeod County include the Great River Energy Resource Recovery Facility located in Elk River, Minnesota (approximately 75 miles from McLeod County's largest municipality, Hutchinson) and the Pope-Douglas WTE Facility located in Alexandria, Minnesota (approximately 110 miles from Hutchinson). In addition, the Resource Recovery Technologies (RRT) waste processing facility, which produces refuse-derived fuel (RDF), is located in Newport, Minnesota, approximately 75 miles from Hutchinson.

The SRRMF is located approximately 11 miles from Hutchinson which makes it convenient for haulers to dispose of MSW collected in the County. Currently there are

no transfer stations located in McLeod County, which would most likely be required if the transportation of waste to a WTE or RDF facility became a preferred disposal method rather than land disposal.

Financial

The barriers to transporting MSW from McLeod County to a WTE or RDF facility are mostly financial in nature because of the location of the nearest facilities (Elk River, Alexandria, and Newport).

The cost of fuel is prohibitive to long-hauling when compared to the in-County option of land disposal. In addition, the County would need to invest in capital (e.g., trucks and trailers) as well as infrastructure (e.g., transfer stations) if WTE or RDF were to be used as a waste management method.

Technical

Even if it were feasible to transport waste from McLeod County to one or more WTE or RDF facilities, it is uncertain if these facilities would have capacity for more waste in the future. In particular, the Great River Energy Resource Recovery Facility located in Elk River and the RRT RDF plant in Newport may need to take more waste from the metropolitan area of Minneapolis and St. Paul due to the enforcement of MN Statute 473.848 – Restriction on Disposal. This statute states that MSW generated in the six counties that include and surround the Cities of Minneapolis and St. Paul must be processed (i.e., the waste has, after collection and before disposal, undergone separation of materials for resource recovery through recycling, incineration for energy production, production and use of refuse-derived fuel, composting, or any combination of these processes so that the weight of the waste remaining that must be disposed of in a mixed municipal solid waste disposal facility is not more than 35 percent of the weight before processing, on an annual average.)¹

At the time of this Plan, there is only one MSW composting facility in operation in Minnesota - Prairieland Compost Facility, owned and operated by Faribault and Martin Counties, located in Truman, Minnesota (approximately 80 miles from Hutchinson). The facility is proposed to convert from composting MSW to RDF production in the near future.

Demographic

McLeod County population projections for the next ten years were provided in Section 2 of this Plan as well as in the GVT (Appendix A). An annual growth rate was calculated to be approximately 0.69 percent which would result in the 2010 population of 36,651 increasing to an estimated 39,750 in 2020. The County does not believe the demographics of McLeod County pose a barrier to achieve greater independence from land disposal.

¹ Source: MN Office of the Revisor of Statutes. <https://www.revisor.mn.gov/statutes/?id=473.848>

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Section 5

Solid Waste System Evaluation and Ten Year Implementation Plan

5.1 Background

The major objective for this section of the plan is to describe in detail the policies and management strategies developed to meet the requirements of SCORE legislation enacted in the late 1980's. This legislation initially required counties to make provisions in their solid waste management plans. These included:

- Description of County's plan to maintain and exceed the state 35 percent recycling goal;
- Requirements regarding management of household hazardous waste, used appliances, and electronics; and
- Requirements regarding financial incentives to generators to encourage them to reduce waste and recycle.

Additional provisions included:

- Prohibition of high-intensity discharge (HID) and fluorescent lamps into solid waste management facilities; and
- Incentives for local source reduction programs.

In 2009, the Integrated Solid Waste Management (ISWM) Stakeholder Work Group set goals based on legislatively-mandated greenhouse gas reduction goals and a legislative request for achieving higher recycling and composting diversion. The goals include:

- Recycling goal of at least 50 percent within the next ten years;
- By 2025: 6 percent cumulative source reduction, 60 percent recycling, 6.5 percent organics management, 24.1 percent resource recovery, and 9.4 percent land disposal; and
- Increased waste reduction efforts and increased organics management and resource recovery, where available.

The Minnesota Pollution Control Agency's (MPCA) 2009 Solid Waste Policy Report supports the ISWM Stakeholder Work Group's goals.

Specific citations can be found in Minn. Stat. 115A.46 (requirements of county plans), 115A.551 (recycling), and 115A.96 (household hazardous waste management), and the revised planning rules (Minn. Rules Pts. 9215.0500 - 9215.0950).

5.1.1 County Municipal Solid Waste Generation and Disposal Overview

According to the first solid waste management system Goal-Volume Table (GVT) compiled in 1989, the County generated approximately 32,000 tons of solid waste per year. In 1998, 47,884 tons of solid waste were reported in the County's Solid Waste Management Plan. In comparison, the County generated 33,808 tons of solid waste in 2010, according to the GVT completed for this Plan (Appendix A).

Although the quantities fluctuate with market trends, the vast majority of municipal solid waste (MSW) generated within the County was, and continues to be, transported to Spruce Ridge Resource Management Facility (SRRMF). SRRMF began operation as McLeod Landfill, Incorporated in 1970 under a conditional use permit from the County and a general MSW landfill permit (SW-6) from the MPCA.

In 1989, approximately 1,000 tons of County-generated waste was diverted from SRRMF via recycling. Since 1990, numerous changes have occurred in the MSW abatement programs within the County and the resulting increase in tonnage of recyclable materials collected has been dramatic. In 1998, over 13,600 tons of materials were recycled in the County. In 2010, approximately 15,279 tons were recycled.

Sections 2.2.1 and 2.2.4 of this Plan provide details on the County's Solid Waste Collection and Solid Waste Generation respectively.

5.1.2 County Recycling and Abatement Overview

Currently, the County recycles approximately 45.2 percent (or 15,279 tons) of all waste generated within County borders. This includes both residential and commercial recycling, as well as organics and problem materials' recycling. This represents a 58.6 percent increase in recycling since the 2000 SWMP estimate of 28.5 percent recycling. Since the fall of 1991, all nine communities in the County and one township (Rich Valley Township) have implemented curbside collection of recyclable materials. All of the cities except Biscay administer their own programs, including educational initiatives. Drop-off centers, seven in all, have been placed at strategic locations throughout the County in order to serve the needs of rural residents.

Sections 2.2.2 and 2.2.3 of this Plan provide details on the County's Recyclable Materials Collection and Recyclable Materials Processing respectively.

A permanent Household Hazardous Waste Facility (HHW) facility was constructed in the spring of 1994. This facility has had higher than expected participation. To accommodate the growing participation, the County purchased an existing building, containing both warehouse and office space, and remodeled the west side of the building into a 5,000 square foot HHW Facility. This Facility became operational in September of 2000, and has continued to see participation increase each year. In 2004, the warehouse was expanded into a Materials Recovery Facility (MRF) to administer the curbside recycling program with the rural recycling program. The

original HHW Facility built in 1994 is now the home to the Heartland of Minnesota Animal Shelter.

These abatement programs have resulted in diverting more than the statutory goal of 35 percent of the County's generated waste from being landfilled. The County will continue to work towards increasing diversion in an effort to reach the 2025 goals set by the ISWM Stakeholder Work Group in 2009.

5.1.3 County Solid Waste Management Goals

The County solid waste management goals include the following:

- Ensure the establishment and operation of a solid waste management system that minimizes environmental risks, provides an environmentally safe disposal method, maximizes the recovery of recyclable materials, and minimizes total costs to the citizen.
- Utilize solid waste management systems to conserve natural resources to the greatest extent possible.
- Reduce the annual per capita quantity of solid waste generated in the County.
- Continue to monitor and enforce volume-based pricing and source separation of recyclable materials and compostable waste in the residential and commercial/industrial/institutional (CII) sectors.
- Implement technically reliable solid waste systems that are economically feasible to the County and its residents.
- Utilize County staff to plan, coordinate, and enforce solid waste management program activities defined in the Plan while encouraging private industry to carry out the programs.
- Plan, finance, and implement annual solid waste public education/public awareness programs consistent with the Plan.
- Research feasibility of County-operated residential curbside recycling collection service.
- Continue to expand recycling services and support waste reduction activities.

5.2 Solid Waste Abatement Programs

5.2.1 Solid Waste Reduction

Policies and Goals

The County recognizes source reduction as an important activity which citizens, businesses, and government can perform to minimize the generation of solid waste. The County promotes source reduction by supporting appropriate state and federal source reduction programs, through County education programs, and by initiating

source reduction activities within the County system. Two of the County's solid waste management goals listed in Section 3.1 of this Plan reference waste reduction:

- Reduce the annual per capita quantity of solid waste generated in the County; and
- Continue to expand recycling services and support waste reduction activities.

In addition, it is the County's intent to meet the MPCA's criteria for the annual three percent Source Reduction Program Activity Credit throughout the ten-year planning period outlined in this Plan.

Existing Solid Waste Reduction Practices

Since 1991, all County offices have used recycled paper products and have practiced waste reduction techniques such as double-sided copying and paper reuse.

Volume based pricing was implemented in 1993 by all MSW haulers in the County to encourage waste reduction. Virtually all communities provide residents with the option of a thirty, sixty, or ninety-gallon container. Service costs are commensurate with the size of the container issued. All municipal government offices and schools in the County have implemented waste reduction and recycling programs as of 1993.

Internal

All County offices under this plan must:

- Utilize waste conscious purchasing of material with consideration of bulk materials, packaging, etc. and limiting the purchase of non-durable products such as Styrofoam cups, etc. when possible;
- Promote and use waste reduction practices such as double-sided copies and secondary use of copy paper (scratch pads, etc.); and
- Purchase recycled or recyclable materials when economically feasible. Central Services currently purchases paper that is over 50 percent recycled fiber including 30 percent post-consumer waste.

The County's Solid Waste Management Department (Department) has:

- Created and promotes a County Environmental Purchasing Policy to serve as a guide for the County and individual departments in purchasing more recycled content products; and incorporating recycling content and energy efficient standards in project bids; and
- Created an internal program to promote source reduction through the Intranet and Employee newsletters.

County-Wide

- In 2000, businesses were surveyed and some received waste audits to promote source reduction and address recycling needs.
- In 2007, an Open House and Workshop opportunity with the Minnesota Technical Assistance Program (MNTAP) was promoted to all businesses.

- Source reduction information is continually shared through news releases, social media, the County website, and electronic newsletters.
- The County will continue to provide source reduction information to residents through articles, booths, and events.
- The County will provide source reduction information to businesses upon request and encourage source reduction programs.
- The County will continue to promote source reduction at area events, presentations, workshops, and through community partnerships.
- Business site visits will continue to be conducted, upon request, to encourage source reduction and recycling.
- Business site visits will continue to be conducted for very small quantity generators (VSQGs) of hazardous waste, upon request, to encourage source reduction, recycling, and proper hazardous waste management.
- A program of volume-based pricing for solid waste collection will be continued throughout the County, as required by Minnesota Rules. All licensed MSW haulers in the County must offer volume-based pricing to their customers to retain and renew their license.

Specific Programs to be Developed

The County is currently researching the feasibility of developing at least two waste reduction programs:

- A local materials exchange/reuse program to provide a service that links people who have items to give away with people who can use those items. Examples include appliances, exercise equipment, furniture, books, etc. The purpose is to keep these items out of the landfill.
- Plastic 55-gallon drum re-use program. The County may offer the drums for re-use as well as provide kits to convert the drums into rain barrels.

Responsible Persons

Solid Waste Director and Solid Waste Coordinator.

Annual Staff Time

Staff time for the educational aspect of source reduction falls under Solid Waste Education, 0.07 FTE = 140 hours per year.

Program Budget

This program will be funded through the County's Abatement Program Expenses, detailed in the Solid Waste Budget provided in Appendix B.

Implementation Schedule

If feasible, the County hopes to initiate the plastic drum re-use program in 2012 and the materials exchange by 2013. The other solid waste reduction programs are on-

going and continuous. Site visits for VSQGs and other small businesses interested in reducing their wastes will also be on-going.

5.2.2 Solid Waste Education

Policies and Goals

Education is the driving force behind all waste abatement programs supported by McLeod County's Solid Waste Management Department. The County is committed to keeping the public informed about the importance of all solid waste abatement activities and their environmental impacts. Educating the public about the need to reduce dependency upon land disposal and other waste disposal methods will reduce the waste stream. Additionally, the education process on proper disposal and reduction of HHW will prevent those toxic materials from entering the waste stream. The main goals of the County's public waste education program are as follows:

1. Increase public awareness of solid waste problems and ways to combat those problems with alternatives to current disposal methods (landfilling).
2. Inform residents of the laws against burying and burning solid waste on-site and the health concerns associated with these practices.
3. Expand current public knowledge and interest about source reduction, recycling, composting, HHW, yard waste, and problem material management.
4. Continue distribution of information in all areas of solid waste abatement with increased usage of non-paid promotional programs.
5. Create interest in current and proposed solid waste abatement programs within the County and out-of-the County.
6. Create focused campaigns to highlight specific programs within the MRF and HHW divisions.
7. Maintain educational budgets to allow a minimum of \$2.00 per household for the promotion and education of solid waste abatement programs.

Existing Solid Waste Education Practices

The County's current solid waste public education activities include:

1. At a minimum, educational articles on topics such as recycling, source reduction, HHW, used oil management, etc. are published quarterly in the local newspaper and/or County employee newsletter.
2. News releases about County waste abatement programs and activities.
3. County Fair Display Booth.
4. Participation at area business expos (e.g., Farm & City Days, Bring it Home Expo, Senior Expo, etc.)
5. Community workshops at local events and expos.

6. Annual publication of curbside recycling schedule distributed to all municipalities in the County.
7. Distribution of program information through municipal utility billing process.
8. Displays and presentations at local schools and clubs.
9. Support and promotion of Pollution Prevention Week, Earth Day, and America Recycles Day.
10. Continued participation in State-funded campaigns targeting recycling and HHW messages such as:
 - a) Recycle More Minnesota (2008/2009)
 - b) Rethink Recycling (2011)
 - c) HHW Education Campaign (2010)
11. Brochures designed and distributed by County Solid Waste Management staff:
 - a) Department Brochure:
 - i. Rural and municipal recycling program
 - ii. Problem materials management
 - iii. HHW program
 - iv. Miscellaneous recycling
 - v. Yard waste/composting
 - vi. Aluminum redemption program
 - b) HHW Safer Substitutes
 - c) Product Stewardship Directory
 - d) HHW Facility Brochure
 - e) Proper Management of HHW/Moving Inserts for Area Realtors
 - f) Inserts for the Welcome Neighbor Program
 - g) Municipal Yard Waste, Appliance, and Electronics Collection Sites
 - h) MPCA Factsheets
 - i) Take it to the Box handouts

In addition to the County's public education practices listed above, the following municipalities and Creekside Soils provide solid waste and recycling-related information on their websites:

1. City of Hutchinson – Website provides information related to residential garbage, recycling, organics, white goods, electronic waste, and HHW services. The City's website also has a link to the County's website.
2. Creekside Soils – Website has links to the City of Hutchinson, and indirectly, McLeod County websites.

3. City of Winsted – Website has the recycling schedule/County’s calendar of collection days posted.
4. City of Lester Prairie – The Herald/Journal website has an online community guide for Lester Prairie which includes garbage and recycling service information.
5. City of Plato – Website has a link to Waste Management’s website for recycling information and collection schedule.
6. City of Brownton – Website includes the recycling schedule/County’s calendar of collection days as well as the County’s brochure on appliance/e-waste/yard waste collection and drop-off information.
7. Silver Lake – Website posts the City’s garbage collection and disposal ordinance which includes a definition of recyclable materials.

On-Going Programs

1. The County will continue to conduct comprehensive public education programs, targeting all residents, schools, local governments, and commercial and industrial establishments.
2. The County Solid Waste Management Department will provide educational and promotional items on a County-wide basis.
3. The County will continue to use the HHW Facility as an educational tool and a conference/training/education area.
4. Components of the solid waste education plan are as follows:

a) News Media

The County will continue to use the local media as an outlet to better publicize solid waste programs. This includes educational articles or ads published at least once every three months in the local newspaper and/or County employee newsletter, public service announcements, news and event releases, radio ads and talk shows, and other forms of the print and radio media.

b) Promotional Items

Recycling magnets, HHW magnets, rulers, posters, recycled content t-shirts, and other printed material will be distributed throughout the County to increase public awareness about the County's solid waste programs and to publicize the “Buy Recycled” message.

c) Direct Mailings/Inserts

Direct mailings will be utilized to promote special events and for recycling education efforts. Inserts in local papers and billing inserts in solid waste hauler bills are also used to promote events and educate the residents of the County.

d) Public Appearances

Speaking engagements, public appearances at the County Fair, local schools, and civic groups will continue to be conducted. Solid Waste Facility tours will continue to be offered to these groups as well.

e) Public Schools Program

The County will provide general solid waste educational materials upon request to all schools. County Solid Waste Management staff will give presentations, participate in the annual Nature Day (4th graders), and set up displays at area schools to further the school's solid waste education plans.

f) Solid Waste Library

The County will continue to expand the current solid waste library including videos, fact sheets and other educational materials. The County will continue to promote the MPCA's website to make a variety of materials available to schools and the general public.

g) Social Media

The County will continue to use and build on the social media options to educate and promote its waste reduction and abatement programs.

h) County Website

The County will frequently update and add new information to its website such as electronic attachments of brochures, factsheets, and solid waste events. The website will also provide multiple links for public comment and questions to the Department.

5. The County will update its Solid Waste Management Department booklet annually or as needed.

Specific Programs to be Developed

The County will:

1. Expand existing waste education programs to include more of the CII sector. County staff will develop workshops and seminars on waste education for this sector. The County will also continue to promote Waste Wise, MPCA Factsheets, and MNTap to area businesses.
2. Develop a VSQG educational outreach program.
3. Create an electronic news email or listserve in which solid waste, recycling, and waste reduction information is sent simultaneously to a specific list of residents, businesses, and interested parties.
4. Explore the option of providing a virtual tour and educational videos of solid waste abatement programs on the County website, Facebook, and YouTube.
5. Create a small group of department employees to brainstorm and create tailored educational projects for solid waste education topics and programs.

6. Partner with McLeod For Tomorrow (a University of Minnesota Extension program) alumni to organize an Environmental Expo in 2012.

Responsible Persons

Solid Waste Coordinator.

Required Staff Time

Approximate staff time for solid waste education equals 0.52 FTE or 1,040 hours per year.

Implementation Schedule

The County's education programs are on-going and continuous. The implementation schedule of proposed programs is unknown at this time due to budget constraints. It is the County's intent to implement the VSQG outreach program in 2012.

Program Budget

Solid waste education in the County is financed in part through the County's surcharge or tip fee (based on a per ton fee of incoming MSW at the SRRMF, see Section 5.5.2) and SCORE Funds.

The 2012 budget for solid waste education is \$24,800.

5.2.3 Recycling

Recycling Policies and Goals

As listed in Section 3.1, the County's solid waste management goals include several that directly address recycling:

- Ensure the establishment and operation of a solid waste management system that minimizes environmental risks, provides an environmentally safe disposal method, maximizes the recovery of recyclable materials, and minimizes total costs to the citizen;
- Utilize solid waste management systems to conserve natural resources to the greatest extent possible;
- Continue to monitor and enforce volume-based pricing and source separation of recyclable materials and compostable waste in the residential and commercial/industrial/institutional (CII) sectors;
- Research feasibility of County-operated residential curbside recycling collection service; and
- Continue to expand recycling services and support waste reduction activities.

The purpose of the recycling programs outlined below is to maintain and exceed the Minnesota statutory goal for non-metropolitan counties of recycling 50 percent, by weight, of solid waste generated in the County by 2020.

Overall Existing Recycling Practices

The curbside collection of residential recyclable materials is provided through a contract between McLeod County and a private contractor, at no cost to the residents or the municipalities. The County also contracts for the collection of four rural recycling drop boxes (located in Brownton, Glencoe, Hutchinson, and Stewart) and six township sheds (located in Acoma, Bergen, Hale, Helen, Lynn, and Hassan Valley Townships) which provide County residents an additional opportunity to recycle 24 hours per day, seven days per week. Residential recyclable materials, whether collected curbside or at the drop sites, are collected source separated in five categories: glass, all paper, tin/aluminum, plastic, and corrugated cardboard. As discussed in Section 4.2, the County has a resolution that requires all recyclable materials set out by generators (residential and commercial) and collected by licensed haulers to use the source separated collection method.

Recyclable materials generated by the CII sector are either collected by private haulers (as part of a business' MSW collection service) or self-hauled to the County's MRF by the business.

At the time of this Plan, there are five (5) licensed haulers collecting recyclable materials in the County.

As discussed in Section 2 of this Plan, the haulers that collect residential curbside and rural drop-off recyclable materials are required to bring the materials to the County's MRF for processing, per their respective contracts with the County. A total of 3,582 tons of recyclable material were processed at the County's MRF in 2010.

Haulers that collect recyclable materials from individual CII customers are not obligated to deliver the recyclable materials to the County's MRF, however they are obligated to report recycling tonnages to the County to comply with their annual licensing requirements.

The annual tons of recyclable materials collected, processed, and marketed (for both the residential and CII sectors) for the last six years are provided in Table 5-1.

Table 5-1
Quantities of Recyclable Materials Collected, Processed, and Marketed (in Tons)⁽¹⁾
McLeod County, MN

	2006	2007	2008	2009	2010	2011
Residential	567	689	226	3,295	1,823	2,606
CII	7,707	6,069	4,726	2,000	8,496	9,931
Total	8,274	6,759	4,952	5,295	10,319	12,536

⁽¹⁾ Source: SCORE reports submitted by McLeod County to the MPCA.

The fluctuation in tons over the years is due to the fact that reporting of the CII tons is voluntary, so the data received by the County each year is not consistent. However, the MPCA has been making an effort in recent years to obtain recycling data from large businesses.

For this section of the Plan, the various recycling programs are detailed below by sub-headings:

- Residential Recycling;
- Commercial/Industrial/Institutional Recycling;
- Marketing and Transportation;
- Paper Drive and Aluminum Redemption Program; and
- School Recycling Program.

Residential Recycling

Recycling is a solid waste management activity that requires direct coordination and support by the County. Every citizen in the County shall be provided the opportunity to recycle, per MN Statute 115A.552. Each municipality within the County is included in a county-wide recycling contract with a private hauler to collect recyclable materials on behalf of McLeod County. Public awareness and education programs to support on-going recycling efforts are coordinated, financed, and carried out by the County.

Existing Residential Recycling Practices

All nine communities in the County have full curbside recycling service provided by a hauler contracted by the County. Service is provided weekly. Each resident is provided with a McLeod County "Blue Bin" plastic container for recycling at no charge to the resident. Each blue bin has the McLeod County Recycles logo imprinted upon it. Public awareness and educational programs to support the recycling program run throughout the year by the County. There are four drop boxes and six township sheds for recycling located throughout the County. SRRMF also provides a recycling station to serve rural residents.

Rich Valley Township contracts for recycling (and MSW) collection independently from the County and has monthly curbside collection service through a private hauler.

All curbside residential recyclable materials are collected source separated in five different categories: glass, all paper, tin/aluminum, plastic, and corrugated cardboard. Private hauler(s) are contracted by the County to collect all recyclable material from residents (curbside and drop-off), as well as certain schools and County buildings. All marketing is the responsibility of the County.

On-Going Programs

1. The County Recycling Manager assists communities with technical issues, service, complaints, and customer inquiries.
2. To serve the non-municipal residents, drop boxes and township shed recycling locations are provided and are available for residents to use 24 hours per day, seven days per week. The drop box and shed recycling program is supervised by the Recycling Manager. Service of these drop boxes are contracted for and funded by the County.
3. The County works with and encourages private industry to play a major role in recycling.
4. The Solid Waste Director monitors recycling programs to ensure that the maximum amount of resource recovery is obtained through these programs.
5. Each year, as required, the County submits to the MPCA a report on how SCORE Funding was utilized for these programs.
6. The details of the County's current municipal and rural recycling programs are outlined below.

A. Hutchinson

Materials Collected

- Clear & colored glass, aluminum, tin/steel cans, plastics #1-#7, newspapers, magazines, glossy inserts, cardboard, boxboard, white and colored paper, and junk mail.

Current Service Provider

- Drop Box – County MRF located at McLeod County's Solid Waste Management Department
- Curbside – West Central Sanitation

B. Glencoe

Materials Collected

- Clear & colored glass, aluminum, tin/steel cans, plastics #1-#7, newspapers, magazines, glossy inserts, cardboard, boxboard, white and colored paper, and junk mail.

Current Service Provider

- Drop Box – West Central Sanitation, Willmar
- Curbside – West Central Sanitation, Willmar

C. Winsted

Materials Collected

- Clear & colored glass, aluminum, tin/steel cans, plastics #1-#7, newspapers, magazines, glossy inserts, cardboard, boxboard, white and colored paper, and junk mail.

Current Service Provider

- Curbside – West Central Sanitation, Willmar

D. Lester Prairie

Materials Collected

- Clear & colored glass, aluminum, tin/steel cans, plastics #1-#7, newspapers, magazines, glossy inserts, cardboard, boxboard, white and colored paper, and junk mail.

Current Service Provider

- Curbside – West Central Sanitation, Willmar

E. Silver Lake

Materials Collected

- Clear & colored glass, aluminum, tin/steel cans, plastics #1-#7, newspapers, magazines, glossy inserts, cardboard, boxboard, white and colored paper, and junk mail.

Current Service Provider

- Curbside – West Central Sanitation, Willmar

F. Stewart

Materials Collected

- Clear & colored glass, aluminum, tin/steel cans, plastics #1-#7, newspapers, magazines, glossy inserts, cardboard, boxboard, white and colored paper, and junk mail.

Current Service Provider

- Drop Box – West Central Sanitation, Willmar
- Curbside – West Central Sanitation, Willmar

G. Brownton

Materials Collected

- Clear & colored glass, aluminum, tin/steel cans, plastics #1-#7, newspapers, magazines, glossy inserts, cardboard, boxboard, white and colored paper, and junk mail.

Current Service Provider

- Drop Box – West Central Sanitation, Willmar
- Curbside – West Central Sanitation, Willmar

H. Plato

Materials Collected

- Clear & colored glass, aluminum, tin/steel cans, plastics #1-#7, newspapers, magazines, glossy inserts, cardboard, boxboard, white and colored paper, and junk mail.

Current Service Provider

- Curbside – West Central Sanitation, Willmar

I. Biscay

Materials Collected

- Clear & colored glass, aluminum, tin/steel cans, plastics #1-#7, newspapers, magazines, glossy inserts, cardboard, boxboard, white and colored paper, and junk mail.

Current Service Provider

- Drop Box – West Central Sanitation, Willmar
- Curbside – West Central Sanitation, Willmar

J. Township Shed Recycling

Townships Served:

- Bergen, Hale, Helen, Lynn, Acoma, and Hassan Valley

Materials Collected

- Clear & colored glass, aluminum, tin/steel cans, plastics #1-#7, newspapers, magazines, glossy inserts, cardboard, boxboard, white and colored paper, and junk mail.

Current Service Provider

Township Sheds – West Central Sanitation, Willmar

Township Contacts: The current serving Township Clerk

K. Program Contact:

Service-Recycling Manager

Education Promotion – Solid Waste Coordinator

The communities listed above are included in the County's contract for County-wide recycling collection services. Rich Valley Township independently contracts with Waste Management, Inc. for curbside recyclable materials collection. Residents of the township are also able to drop off recyclable materials at the recycling station located at the SRRMF.

7. The County built a MRF onto the existing Solid Waste Management building in 2004 to accept, process, and market recyclable materials collected from the County's residential recycling program.
8. The County has established programs to collect and recycle child car seats, holiday lights, fishing line, corks, vinyl siding, and scrap metal. The collection of problem materials such as lead sinkers and pharmaceutical waste are discussed in Section 5.2.13 – HHW Management.
9. The County conducts multi-unit dwelling audits to better identify recycling needs and provide a more targeted education approach to those residents living in multi-family buildings.
10. The County established a mattress recycling program in 2012. Residents may bring mattresses and box springs to the Solid Waste Management building in Hutchinson and pay a per unit fee for recycling.

Specific Programs to be Developed

Plans to expand the residential recycling program may include, but not be limited to:

1. **Building Expansion.** The County is considering the long-range plans for use of the neighboring property to the Solid Waste Management building (purchased by the County in 2009) to expand on its solid waste abatement programs. Ideas considered include:
 - a. Commodities Warehouse.
 - b. HHW & Problem Materials Program.
 - c. Commercial MRF.
2. **Recycling Education Program.** Additions to the current education program may include:
 - a. Monthly e-news to electronic distribution list.
 - b. Monthly social media updates.
 - c. Program information to be included in community education publications.
3. **Additional Materials.** As markets allow, the County will continue to research and implement a wider spectrum of materials to be recycled through its curbside and/or miscellaneous recycling programs.

Responsible Persons

Solid Waste Director, Solid Waste Coordinator, and Recycling Manager.

Required Staff Time

Staff time dedicated to residential recycling equals 1.82FTE or 3,640 hours per year. (This does not include education.)

Program Budget

Residential recycling programs in the County are financially supported by State SCORE funds (including the County's 25 percent match) and the County tip fee

generated at the SRRMF. Revenue generated through the marketing of recyclable materials may also be used to finance the programs.

The 2012 budget for residential recycling, including both curbside and rural service, is estimated to be \$415,925.

Implementation Schedule

The County's residential recycling programs are on-going and continuous. The implementation schedule of proposed programs is unknown at this time due to budget constraints.

Commercial/Industrial/Institutional Recycling

Non-residential recycling, the recovery of materials from the commercial, industrial, and institutional waste stream for beneficial use, is commonly called commercial or business recycling. Because non-residential recycling actually encompasses other sectors besides commercial, a more accurate term of CII or "Commercial/Industrial/Institutional" recycling is used.

Although the County is relatively rural, several major CII waste generators are located within its boundaries. Structured recovery programs within this sector have the potential to divert significant quantities of materials from the waste stream. Consequently, CII recycling programs (including data gathering and reporting) throughout the County will continue to be promoted to achieve the State's diversion goals.

Existing CII Recycling Practices

Currently some licensed private haulers collect recyclable materials from CII generators. Materials collected include newspaper, glass, magazines, office paper, phone books, tin/steel cans, aluminum and other scrap metals, cardboard, and various types of plastics. These privately-hauled quantities are reported under the solid waste reporting requirements on a quarterly basis. In addition, some of the major CII generators collect and haul their recyclables to market themselves. Some of these generators also recycle some materials in-house for their own uses. These numbers are only reported on a voluntary basis annually.

The County also directly serves CII establishments with recycling services by providing transportation, processing, and marketing of recyclable materials generated and shares a portion of the revenue with the CII generator. The number of businesses that are recycling has increased steadily over the years, as more CII generators hear about the County's programs and become aware of the MRF and the services offered.

On-Going Programs

1. The County built a MRF onto the existing Solid Waste Management building in 2004 to accept, process, and market commercial/business-generated recyclable materials.

2. Some quantities of CII-generated recyclable materials are collected and transported to processing centers by private contracted haulers licensed by McLeod County and are documented through the SCORE reporting requirements.
3. The CII generators that self-haul are not required to report these quantities, although some voluntarily report their annual quantities recycled.
4. The County conducts recycling audits to help businesses and institutions identify material that can be recycled in an effort to minimize their waste disposal, including the following examples:
 - County staff has assisted local hospitals increase their recycling efforts by working with upper management of the facilities and instituting recycling on a department-by-department basis.
 - County staff have met with various businesses in an effort to understand their waste streams and determine what materials have the potential to be recycled, such as plastic molding and other non-traditional types of plastic. The County is able to arrange for recycling by finding end-markets for hard-to-recycle materials.
5. County Solid Waste Management staff ensures that all County offices, other municipal government offices, and other public entities¹ are recycling at least three of the following four materials: paper, glass, plastic, or metal as mandated in Minn. Statute, Section 115A.151.
6. Surveys of businesses in the County are conducted periodically to identify recycling and other solid waste issues that affect the CII sector. In 2000, a telephone survey was conducted of most businesses in the County to determine what types of materials are recycled and if hazardous wastes are generated.
7. A CII recycling education program has been developed in conjunction with waste reduction programs which includes:
 - Working with MNTap, Waste Wise, and others on business waste reduction programs; and
 - Developing a newsletter for County businesses to include recycling information.
8. The County established a mattress recycling program in 2012. Businesses may bring mattresses and box springs to the Solid Waste Management building in Hutchinson and pay a per unit fee for recycling. Currently local furniture and mattress retailers, as well as the local hospital, have been participating in this recycling program.

¹ Defined in Minn. Statute, Section 115A.151 as “the state, an office, agency, or institution of the state, the Metropolitan Council, a metropolitan agency, the Metropolitan Mosquito Commission, the legislature, the courts, a county, a statutory or home rule charter city, a town, a school district, a special taxing district, or any entity that receives an appropriation from the state for a capital improvement project after August 1, 2002.”

Specific Programs to be Developed

1. Create a CII recycling recognition program to heighten the awareness of this activity. The County would develop a formal program to recognize those CII generators that are recycling successfully.
2. Develop a market assistance program to promote increased recycling in the CII sector. In addition, the County will encourage new and existing industry to use recycled materials in their manufacturing processes in an effort to close the recycling loop on a local level.
3. Work with businesses to develop waste minimization plans that include recycling activities, if they do not already have a plan in place.
4. Work with the CII sector to develop and track annual solid waste materials recovery and recycling reporting requirements.
5. Develop a business education manual to address waste management issues in the County.

Responsible Persons

Solid Waste Director, Solid Waste Coordinator, and Recycling Manager.

Required Staff Time

CII recycling staff time equals approximately 1.06 FTE or 2,120 hours per year.

Program Budget

Private firms fund their own programs. County administrative costs, educational costs, and advertising costs related to the CII program are funded by the County tip fee collected on each ton of MSW deposited at SRRMF.

The majority of the expenditures for the CII recycling program are budgeted throughout various recycling accounts including recycling labor and preventative maintenance costs.

Implementation Schedule

The County's efforts to increase CII recycling are on-going and continuous. The implementation schedule of proposed programs is unknown at this time due to budget constraints.

Marketing & Transportation

The County began marketing and transporting recyclable materials processed at its MRF in 2006 with the creation of the Transportation & Quality Control Coordinator, and the acquisition of a semi-truck and trailer. The purpose of this addition was to maximize revenue received from the sale of recyclable commodities through reduced transportation costs, eliminating broker fees, and increasing CII material by gaining the ability to service CII vendors within the County to expand the CII recycling program.

Existing Marketing and Transportation Practices

The marketing of both residential and CII commodities are frequently reviewed to obtain the best value for the products processed. By mid-year in 2009, most of the transportation had been contracted out to allow the County MRF staff to focus on developing CII partnerships, organize paper drives for organizations, and ensure the MRF has adequate personnel for processing materials.

On-Going Programs

1. Businesses within McLeod County can make arrangements with the County's Solid Waste Management Department for the pick-up, processing, and marketing of their recyclable materials.
2. Businesses and non-profit organizations are provided a share of the revenue received from the sale of recyclable materials in accordance with revenue sharing arrangements made with the County.
3. Organizations can make arrangements with the County's Solid Waste Management Department to provide a trailer for the collection of different paper grades for the purpose of a paper drive fundraiser.
4. The County also provides recycling collection containers (as well as transportation, processing, and marketing services) for the following events:
 - a. County Fair Recycling
 - b. Riversong Music Festival
 - c. Veterans Can Drive
 - d. MAVDV (McLeod Alliance for Victims of Domestic Violence) Can Drive
 - e. Garlic Festival
5. The County provides a drop-off site at the Solid Waste Department facility in Hutchinson for the collection of clothing for the Disabled American Veterans (DAV) organization.
6. The County continues to work with businesses to offer transportation and marketing services for generated recycling through on-site visits and recycling audits.
7. The County contracts with a hauler for the transportation of the mattresses and box springs (that are loaded into a County-owned trailer) to Goodwill Industries in Duluth for recycling.

Specific Programs to be Developed

The County's efforts to market and transport recyclable materials are on-going and continuous.

Responsible Persons

Solid Waste Director and Recycling Manager.

Required Staff Time

Staff time dedicated to marketing and transportation equals 0.495 FTE or 990 hours per year.

Program Budget

Program budget is combined with CII services in the recycling budget.

Implementation Schedule

The marketing and transportation of recyclable materials will be on-going and continuous.

Paper Drive & Aluminum Redemption Program

The aluminum redemption program began in 2005 with the purchase of a scale and check printing software to allow residents and organizations to receive “cash” for their aluminum cans. In 2009, paper drives were added as a fundraising option for area organizations. Both of these programs provide revenue sharing options for the redemption of recyclable materials.

Existing Paper Drive & Aluminum Recycling Practices

Residents have the option to receive a check for aluminum cans recycled or they can donate their can value to a non-profit organization registered in the County’s donation directory. This directory lists organizations that have provided the County with documentation or confirmation that they have 501c(3) status with the Minnesota Secretary of State office. In addition to this option, organizations can request a recycling collection container from the County to conduct an aluminum can drive. In 2010, the aluminum redemption program processed 1,734 transactions and issued \$65,340.51 in checks for a total of 115,304 pounds of collected aluminum.

Organizations scheduling paper drives must also have Minnesota 501c(3) status to be issued reimbursement for fiber material. In 2010, thirty-three paper drives were organized, collecting 337.63 tons of fiber and providing \$23,540.33 in funding to area non-profit organizations.

On-Going Programs

1. The County will continue to promote both aluminum can and paper redemption programs to increase material recycled and community funding to area organizations.
2. The County has supported various event recycling which provides revenue to the organization that coordinates the recycling event. Recycling at the County Fair, by McLeod Alliance for Victims of Domestic Violence (MAVDV), started in 2007 and has increased community awareness for their organization and for recycling. As of 2011, MAVDV has diverted 2,713 pounds of plastic, 407 pounds of aluminum, and 1,760 pounds of cardboard from being landfilled while receiving \$642.13 in revenue.
3. The County purchased 50 Clearstream® containers to loan out for event recycling.

4. Through a grant received from Anheuser-Busch, the County received 50 event recycling bins to expand its event recycling program.

Specific Programs to be Developed

The County plans to increase the number of paper drives in the future. Since the program's inception in 2009, the number of paper drives has increased each year. Also, the County is planning to reduce the amount of labor associated with the paper drives by arranging for the collected paper to be sent directly to end-users rather than going to the County's MRF for processing.

Responsible Persons

Solid Waste Director, Solid Waste Coordinator, and Recycling Manager.

Required Staff Time

Approximate staff time dedicated to the paper drive and aluminum redemption programs equals 0.765 FTE or 1,530 hours per year.

Estimated Program Budget

Program budget for 2012 is estimated to be \$120,000.

Implementation Schedule

The paper drive and aluminum redemption programs will be on-going and continuous. It is the County's intent to increase the number of paper drives in 2012.

School Recycling Program

The County began contacting schools and school districts in 2003 to evaluate the existing school recycling programs and discuss the feasibility of establishing new recycling programs. The County discovered that most schools were doing some sort of recycling, however the programs were inconsistent and mostly dependent on the priorities of current staff and administration. A formal school recycling program was developed by the County for the Glencoe/Silver Lake School District, as a pilot program to potentially replicate in other schools. The goal of the program was to integrate a recycling program within the school's daily operations and curriculum as a visual aid by use of centralized collection containers in the school's colors and labeled using the recycling Mobius (chasing arrows) and school logo.

To bring a focus to the hierarchy of waste management, meetings were held with the participating schools to discuss source reduction, reuse, and recycling. The schools participating were: Glencoe/Silver Lake School District, Lester Prairie School District, Winsted Elementary, and the McLeod West School District. The schools have a financial incentive to reduce waste and decrease waste disposal costs as well as receive an environmental education rebate based on quantities diverted/recycled. During the 2nd semester of the 2006-2007 school year, the County began the Environmental Education Rebate program in which revenue from the sale of recyclable material would be shared with the schools based on the quantity of materials the schools diverted through their recycling programs. The County conducts

a minimum of three recycling audits per school year to obtain an estimate of the weight of the recyclable materials so the Environmental Education Rebate can be applied to each school's estimated tonnage.

Existing School Recycling Practices

In addition to the schools listed above, St. Anastasia, St. Pius X, Our Savior Lutheran, Hutchinson High School, Holy Trinity Elementary, New Century Charter, and New Discoveries Montessori Academy were added for the 2008-2009 school year. As directed by the Solid Waste Advisory Committee (SWAC) and the County Board of Commissioners, 50 percent of the Environmental Education Rebate is to be used for environmental education purposes only, while the other 50 percent can be used for other needs of the school. With the disbursement of the annual Environmental Education Rebate, each school is provided a list of approved uses for the earmarked funding.

As of the 2010-2011 school year, a total of \$13,779 has been paid out to the participating schools for diverting and recycling an estimated 173.5 tons in the last five years.

Specific Programs to be Developed

1. The remaining schools currently not participating in the school recycling program are to be added, if possible, by the start of the 2012-2013 school year.
2. The County will discuss the possibility of increasing the Environmental Education Rebate percentage above 50 percent.
3. Schools receiving an Environmental Education Rebate will be required to submit an expense report beginning in 2012.
4. The County will continue to work with the schools to improve the existing program and offer technical and educational support, as needed.
5. The County will continue to conduct a minimum of three recycling audits per school year to obtain an estimate for weekly recycling weights.
6. The County will continue to be invoiced for any schools participating in the School Recycling Program by its current recycling contractor.
7. In addition to expanding the recycling efforts in the public, charter, and Montessori schools as discussed above, the County will also work with Ridgewater College in Hutchinson to improve its recycling program.

Responsible Persons

Solid Waste Coordinator.

Required Staff Time

County staff time is included in the hours documented under Solid Waste Education.

Estimated Program Budget

The program budget is combined with Solid Waste Education and the collection costs are estimated to be \$10,500 for 2012 with proposed capital improvement costs of \$35,000 for additional school recycling receptacles.

Implementation Schedule

The school recycling program is on-going and continuous and will continue, with assistance from the County, in an effort to meet and exceed the Minnesota statutory goal of recycling 50 percent, by weight, of solid waste generated in the County by 2020.

5.2.4 Yard Waste Management

Policies and Goals

The County upholds the legislative ban that prevents yard waste from entering MSW disposal facilities (Minn. Stats. 115A.931). In this effort, McLeod County supports municipal yard waste sites throughout the County both financially and programmatically. The County encourages residents to be self-sufficient in managing their yard waste by promoting and creating incentives for backyard composting.

It is the County's intent to meet the MPCA's criteria for the annual five percent Yard Waste Recycling Activity Credit throughout the ten year planning period outlined in this Plan.

Existing Yard Waste Management Programs

Yard waste compost sites exist in all County communities. Residents can bring separated yard waste to any of the eight sites. The County funds the grinding of yard waste at the Winsted and Glencoe sites and funds the transportation of yard waste collected from all municipal sites to be processed at the City of Hutchinson's Compost Facility (Creekside Soils).

In addition, the City of Hutchinson offers curbside collection of yard waste twice per year (in addition to its weekly curbside collection of organic waste). The spring curbside leaf pick-up is collected from the residents in leaf bags, and the fall pick-up is conducted using a vacuum truck over a 5-week period conducted on the day following curbside service.

The County does not license yard waste haulers. (Currently there are twenty-one (21) licensed MSW haulers and five (5) licensed recycling haulers in the County.) At the time of this Plan, the City of Hutchinson is the only municipality in the County that has curbside collection of yard/organic waste.

The annual tons of yard waste (as well as other organic materials) collected in the County is provided in Table 5-2 of the Source-Separated Organic Materials Composting section of this Plan. The tonnage is reported to the County by Creekside Soils (Creekside) and it includes the tons collected from the municipal yard waste sites as well as the tons collected by the City of Hutchinson. Creekside separates the

organic waste by material type and reports tonnages by category (e.g., brush, logs, leaves and grass, etc.).

The yard waste generated and collected in McLeod County is processed into finished compost at Creekside Soils. As described in Section 3 of this Plan, the compost is bagged and marketed within the 5-state area.

The extent of backyard composting in the County is difficult to determine. In the last Plan, the County estimated that five percent of the total waste generated in the County was managed through backyard composting. Since then, the City of Hutchinson has implemented weekly curbside collection of yard waste and organic waste. The County now estimates that approximately three percent or 1,014 tons² of the MSW generated in the County may be diverted through backyard composting.

On-Going Programs

1. Each city has implemented a yard waste composting program and maintains a compost site. Use of these sites will continue.
2. Yard waste collected in the County will continue to be windrowed and composted at Creekside Soils. The County currently funds the collection and transportation of yard waste from the individual sites to Creekside Soils.
3. The County will continue educational and promotional programs, both County-wide and for individual communities, focusing on the compost program and backyard composting.
4. In order to mitigate environmental problems associated with yard waste composting sites, sites have been located sufficient distances from homes/businesses and surface waters.
5. Yard waste/brush sites for each community are described below:
 - a) Hutchinson: Creekside Soils location: 1500 Adams Street SE. The site is staffed during hours of operation.
 - i) Materials: All yard waste is accepted, windrowed, and composted. Brush is also accepted at this site. In addition, finished compost and mulch are sold.
 - ii) Coordinator: General Manager of Creekside Soils
 - b) Glencoe: Location: Old County Road 3 and Fir Avenue. The site is staffed during hours of operation.
 - i) Materials: Yard waste and brush
 - ii) Coordinator: Public Works Director
 - c) Brownton: Location: 1/2 mile West of town on First Avenue South. The site is not staffed.
 - i) Materials: Leaves and branches

² Based on the Goal-Volume Table calculation of 33,808 tons of MSW generated in 2010 (the base year).

- ii) Coordinator: City Clerk
 - d) Lester Prairie: Location: Fenced site SE of football field, near treatment plant. Site is not staffed.
 - i) Materials: Leaves and branches
 - ii) Coordinator: City Clerk
 - e) Plato: Location: 3rd Ave NE & 2nd Street NE. Site is not staffed.
 - i) Materials: Yard waste, no brush.
 - ii) Coordinator: City Clerk
 - f) Silver Lake: Location: East Avenue South, near the McLeod County Highway Garage. Site is not staffed.
 - i) Materials: Brush, grass, leaves and garden waste.
 - ii) Coordinator: City Administrator
 - g) Stewart: Location: West side of town. Site is not staffed.
 - i) Materials: Yard waste and brush
 - ii) Coordinator: City Clerk
 - h) Winsted: Location: 2299 County Road 9, near treatment plant, permit required. The site is staffed during hours of operation.
 - i) Materials: Yard waste and brush
 - ii) Coordinator: City Clerk
6. The County's SWAC formed a sub-committee in 2011 to discuss the future funding responsibilities of the program, to eventually phase out the County funding to each municipality for yard waste management.

Specific Programs to be Developed

The County plans to maintain the on-going yard waste programs listed above, including education, drop-off sites, and collection programs. As mentioned in Section 5.2.2 - Solid Waste Education, the County plans to expand its use of social media, which will include information on yard waste management, composting, and backyard composting.

Because yard waste quantities vary each year depending on the amount of rainfall, it is not known how much yard waste will be collected and processed each year. However based on the tonnages from the past six years (shown in Table 5-2), the County estimates between 5,000 and 10,000 tons of yard/organic waste to be collected each year for the next ten years.

Responsible Persons

Solid Waste Director.

Required Staff Time

Staff time dedicated to yard waste management equals approximately 0.13 FTE or 260 hours per year.

Program Budget

The yard waste transportation and grinding costs for 2010 were \$30,663 and the municipal site monitoring reimbursements totaled \$46,793.

Implementation Schedule

The County's yard waste programs are on-going and continuous. The County plans to have a webpage dedicated to yard waste management and composting completed in 2012.

Environmental Impacts of Yard Waste Management

The County has had no occurrences of odor problems, leachate generation, or other issues related to the management of yard waste to date.

5.2.5 Source-Separated Organic (SSO) Materials Composting

Policies and Goals

The County has supported the City of Hutchinson's source-separated organic materials collection and processing programs since 1998 when the County provided funding to the City of Hutchinson (see Section 3.2 of this Plan). Since 2001, Creekside Soils has operated a composting facility in Hutchinson, Minnesota (see Section 3.3.2) and the County contracts with Creekside for processing municipally-generated yard waste. The County will continue to support Creekside Soils and will work collaboratively with the City of Hutchinson to increase participation in the SSO program through the County's public education materials.

The County has encouraged Creekside to expand its service area to include schools, hospitals, and other large generators of SSO. In recent years, Creekside implemented pilot projects within the private sector as well as the Hutchinson School District. An SSO program began at the New Century & New Discoveries Charter Schools in April of 2010 with much success; however, due to the costs associated with purchasing biodegradable bags, the program was discontinued at the start of the 2011/2012 school year. None of the private sector pilot projects resulted in permanent SSO collection programs due to the lack of quantifiable financial savings to the businesses. The County will continue to support Creekside's efforts to diversify its customer base through education and technical support.

It is the County's intent to maintain and exceed the Minnesota statutory goal for non-metropolitan counties of recycling 50 percent, by weight, of solid waste generated in the County by 2020. Creekside's operation contributes to the County's efforts to meet this goal.

Existing Source-Separated Organic Materials Composting Programs

Creekside Soils Organic Material Processing Facility (Creekside) is located at 1500 Adams Street SE in Hutchinson, Minnesota. The facility processes yard waste and SSO materials generated by residents, businesses, institutions, and industries in McLeod County, as well as out-of-county generators. Creekside uses an in-vessel system for active composting and concrete pads for curing the compost.

The annual quantities of SSO materials received at the Creekside facility are provided in Table 5-2. The tonnages are listed by material type, from 2006 through 2011.

**Table 5-2
Creekside Compost Facility
Quantities Received (Tons)**

Material	2006	2007	2008	2009	2010	2011
Brush	1,232	961	844	943	802	1,250
Pallets and Wood	71	128	159	117	100	91
Leaves and Grass	2,420	2,119	2,893	3,532	1,502	4,063
Logs	468	298	232	170	124	311
Organic Source Separated	2,080	2,084	2,046	2,091	2,092	2,012
Liquid Corn Waste	87	94	106	93	131	79
Stump Chips	279	141	258	278	329	543
Brush Chips	458	65	0	99	53	822
Landscape Mulch	0	0	0	238	126	741
Total	7,094	5,890	6,539	7,561	5,259	9,913

The SSO program has become a sustainable and important program to McLeod County's waste diversion efforts. In 2011, Creekside Soils processed 2,012 tons of SSO material which resulted in the County reaching a 6.4 percent organics recycling rate. (The ISWM Stakeholder Group set a goal of 6.5 percent organics management by 2025, as discussed in Section 5.1).

In addition to processing the SSO materials, Creekside Soils packages and markets the finished compost (as well as other products, including mulch) to retailers in the five-state area.

Environmental and Public Health Impacts

There have been no environmental or public health issues related to Creekside Soils' management of SSO materials to date.

Specific Programs to be Developed

It is the County's understanding that Creekside plans to maintain the current SSO materials composting operation and will continue to process yard waste and SSO materials as listed above in Table 5-2.

As stated in Section 5.2.4 – Yard Waste Management, it is not known how much yard waste and SSO materials will be generated each year. However based on the tonnages from the past six years (Table 5-2), an estimated 5,000 to 10,000 tons of yard/organic waste is likely to be processed by Creekside annually for the next ten years. If more municipal programs implement curbside collection of SSO materials, it is possible that the tonnage received at Creekside may increase in the future.

Responsible Persons

Solid Waste Director.

Required Staff Time

The County's staff time is included with yard waste management and equals approximately 0.13 FTE or 260 hours per year.

Program Budget

The financial commitment to Creekside by the County includes the following:

- **Site Monitoring.** The County provides site monitoring reimbursements to Creekside at an amount not to exceed \$29,466 per year. (The County also provides site monitoring for the municipal yard waste sites. In 2010, those costs totaled \$17,327.)
- **Grinding and Transportation of Yard Waste.** As mentioned in Section 5.2.4 – Yard Waste Management, the County funds the grinding of yard waste at two municipal collection sites as well as the transportation of yard waste from all eight municipal yard waste sites to Creekside's facility in Hutchinson. The yard waste transportation and grinding costs for 2010 were \$30,663.

The capital, operational, and maintenance costs associated with the Creekside facility are bore by Creekside and not by the County.

Implementation Schedule

There are no specific SSO materials composting programs proposed to be developed, so there is no schedule of implementation. As mentioned earlier in this section, the County contracts with Creekside for processing municipally-generated yard waste and the yard waste programs are on-going and continuous.

5.2.6 Mixed Municipal Solid Waste Composting

At the time of this Plan, there are no mixed MSW composting operations in McLeod County and the County is not aware of any waste being exported out of the County for MSW composting.

Prairieland Compost Facility, owned and operated by Faribault and Martin Counties and located in Truman, Minnesota (approximately 80 miles from McLeod County's largest municipality, Hutchinson), is the nearest MSW composting facility to McLeod County. At the time of this Plan, Prairieland Compost Facility has not made a request to the County for its waste.

5.2.7 Solid Waste Incineration and Energy Recovery

At the time of this Plan, there are no solid waste incineration and energy recovery facilities located in McLeod County and the County is not aware of any County-generated MSW being exported out of the County for incineration/energy recovery.

The closest waste-to-energy (WTE) facilities to McLeod County include the Great River Energy Resource Recovery Facility located in Elk River, Minnesota (approximately 75 miles from Hutchinson) and the Pope-Douglas WTE Facility located in Alexandria, Minnesota (approximately 110 miles from Hutchinson).

5.2.8 Land Disposal of Mixed MSW

Policies and Goals

With the increasing concerns about the landfilling of solid waste from cost, spatial, and environmental standpoints, it is the policy of the County to continuously monitor the feasibility of landfilling as the primary mechanism of solid waste management, to consider alternatives to landfilling, and to work with the SRRMF to maximize the remaining MSW airspace.

It is the County's intent to reduce the amount of waste generated within McLeod County in an effort to extend the life of the SRRMF and ensure it will be a continued resource for the community. The County's waste diversion goals include:

- Utilize solid waste management systems to conserve natural resources to the greatest extent possible;
- Reduce the annual per capita quantity of solid waste generated in the County;
- Continue to monitor and enforce volume-based pricing and source separation of recyclable materials and compostable waste in the residential and commercial/industrial/institutional (CII) sectors; and
- Continue to expand recycling services and support waste reduction activities.

Existing Land Disposal Facilities

There are no closed landfills located in McLeod County.

Mixed MSW generated within McLeod County is disposed at the Spruce Ridge Resource Management Facility (SRRMF), located approximately seven miles northwest of Glencoe on US Highway 22. The landfill is privately owned and operated by Waste Management, Inc. The SRRMF has a leachate recirculation system, a bioreactor section, and an active gas collection system which currently (2012) generates 3.2 megawatts of electricity and supplies Glencoe Light and Power

with thirty percent of its electricity needs. The SRRMF serves not only the County of McLeod, but also accepts MSW from more than 25 counties within the State of Minnesota.

The quantities of mixed MSW received and disposed at the SRRMF for the last five years are shown in Table 5-3. As discussed in Section 3 of this Plan, the decrease in tons disposed between 2007 and 2010 is most likely due to the economic downturn. The increase in tons disposed in 2011 can be attributed to the SRRMF receiving waste from Anoka and Stearns Counties as well as an increase in tons received from Hennepin County.

Table 5-3
MSW Tons Disposed at SRRMF, 2007-2011⁽¹⁾
McLeod County, MN

	2007	2008	2009	2010	2011
McLeod County Tons	20,253	19,616	16,789	16,430	18,214
Total Tons	162,255	149,340	147,241	152,434	209,840

⁽¹⁾ Source: McLeod County MMSW Monthly Report and MSW origin data from the SRRMF.

The full operational history of the SRRMF is detailed in Section 3.2 of this Plan. The SRRMF operates an on-site collection center for problem wastes (i.e., tires, appliances, electronics, C&D debris, etc.) as well as recyclable materials. No processing of these materials (other than bulking/baling) occurs at the SRRMF. Signs at the gate clearly indicate that problem materials, including hazardous wastes, are prohibited from entering the facility. All landfill operators are MPCA-certified to recognize problem materials.

Environmental and Public Health Impacts

Many of the environmental problems associated with land disposal facilities in the past were related to the production and seepage of leachate. The SRRMF has lined cells and a leachate collection system. In 2006, the facility created a section of the landfill to be operated as a bioreactor, meaning the leachate and other approved liquids are recirculated through the waste to accelerate the decomposition of the waste, increasing the production of methane gas to supplement the landfill gas-to-energy plant at the SRRMF. The collected leachate from the lined cells is either recirculated through the waste or transported by tanker truck to the Metropolitan Council Environmental Services (MCES) facility in St. Paul.

Although the MPCA is responsible for monitoring, inspecting, and enforcing environmental regulations and compliance standards at the SRRMF, the County has also monitored the environmental status of the SRRMF over the years. The County currently monitors fourteen wells around the landfill. These wells are tested for volatile organic compounds (VOCs) in the spring and fall and for organics and heavy metals in the summer. The County has found no elevated levels of contaminants to date. In addition, the County monitors the SRRMF's test results of groundwater near the landfill.

Specific Programs to be Developed

The County plans to maintain the current MSW disposal system during the next ten years and has no plans for new land disposal facilities. Waste Management, Inc. continues to pursue new technology, employ new methods for processing waste, and explore resource recovery systems as an alternative to land disposal.

According to the Solid Waste Land Disposal Facility 2011 Annual Report for the SRRMF,³ the remaining ultimate capacity (airspace including final cover) for the MSW disposal area was 2,903,127 cubic yards, or 10.85 years of remaining ultimate operating life from the date of the last annual site survey (September 29, 2011). The remaining ultimate capacity for the demolition disposal area was over 15.2 million cubic yards or 112.13 years of remaining operating life.

The need for new permitted capacity has yet to be identified by the SRRMF. At that time, Waste Management, Inc. will need to request a Certificate of Need (CON) from the MPCA to expand MSW disposal capacity into unpermitted areas of the existing landfill footprint.

The tonnage of MSW received at the SRRMF may be impacted in the future by the following:

- Enforcement of MN Statute, Section 473.848 – Restriction on Disposal.⁴ This statute pertains to the MSW generated in the metropolitan area (the six counties that include and surround the Cities of Minneapolis and St. Paul). The quantities of metro-generated waste received at the SRRMF may be affected in the future, however at the time of this writing, the breadth of the affect is uncertain.
- Increased recycling and waste diversion (including organic waste) by metropolitan counties as they strive to meet the mandated goals set forth in the MPCA’s Metropolitan Solid Waste Management Policy Plan 2010-2030.⁵
- A landfill expansion proposed by neighboring Wright County (the breadth of the impact is unknown at the time this Plan was written).

A. Annual quantity of waste to be landfilled. The estimated quantities of MSW to be disposed at the SRRMF for the next ten years (as calculated in the GVT, Appendix A) are shown in Table 5-4.

³ Submitted by Waste Management to the MPCA in January 2012.

⁴ Source: MN Office of the Revisor of Statutes. <https://www.revisor.mn.gov/statutes/?id=473.848>

⁵ Source: <http://www.pca.state.mn.us/index.php/view-document.html?gid=15714>

Table 5-4
MSW Tons Estimated to be Disposed at SRRMF, 2011-2020
McLeod County, MN

	McLeod County MSW	Out-of-County MSW	Total MSW Landfilled at SRRMF
2011	18,214	191,626	209,840
2012	18,396	193,542	211,938
2013	18,580	140,018	158,598
2014	18,766	141,418	160,184
2015	18,954	142,832	161,786
2016	19,143	144,260	163,403
2017	19,335	145,703	165,038
2018	19,528	147,160	166,688
2019	19,723	148,632	168,355
2020	19,920	150,118	170,038

B. Responsible persons and staff time necessary to manage the program. The County’s Solid Waste Director is responsible for managing the County’s solid waste land disposal program. Staff time dedicated to land disposal of MSW equals 0.12 FTE or 240 hours per year.

C. Mixed MSW land disposal information.

1. Permitting Schedule. The most recent re-permit application was submitted to the MPCA in October 2008 by the SRRMF. As of February 2012, the MPCA has not yet acted on the re-permit application.

2. Schedule of Phase Development. According to the Solid Waste Land Disposal Facility 2011 Annual Report for the SRRMF,⁶ Section VIII – Phase Development for MSW Disposal Area Only, the MSW disposal area that is lined, without final cover, has 47 open acres.

3. Status of Financial Assurance. The SRRMF changed its financial assurance mechanism from a letter of credit to a financial Guarantee Bond and Trust Agreement in June 2000. The current value of the financial assurance is \$9,838,864.⁷

4. Status of Leachate Treatment. The SRRMF operates a section of the landfill as a bioreactor demonstration/research project and currently bioreacts up to 1.42 million cubic yards of waste leachate. The leachate that is not recirculated back through the landfill is collected in a 20,000-gallon above-

⁶ Submitted by Waste Management to the MPCA in January 2012.

⁷ Source: 2011 Annual Operating Report, Spruce Ridge Resource Management Facility, SW-6, prepared by Liesch Associates, Inc., January 2012.

ground leachate storage tank. The collected leachate is transported to the MCES facility in St. Paul for disposal and treatment.

On-Going Programs

1. The County will continue to monitor all test results of groundwater near the landfill. Any indication of a change in trend toward contamination of the water supply will be viewed as a warning and will be managed accordingly.
2. The MPCA will continue to conduct periodic safety and environmental compliance checks at SRRMF.
3. The County Board will continue to review MPCA inspection reports and water quality tests.
4. The County will continue to support the SRRMF's active methane gas management system in which Waste Management captures the methane gas generated and sells it as a fuel source to the City of Glencoe.
5. The County's Solid Waste Management Department, in partnership with the Minnesota Department of Transportation and the County Highway Department, will continue to review the impact of solid waste transportation on the County infrastructure. The designation of solid waste hauling routes will be reevaluated periodically.

Program Budget

Because the SRRMF is a privately owned and operated facility, the County does not have capital and operating costs related to land disposal of mixed MSW. The County's costs for SWAC and administrative expenses related to land disposal of mixed MSW are included as part of the solid waste budget found in Appendix B of this Plan.

Implementation Schedule

There are no specific land disposal programs proposed to be developed by the County, so there is no schedule of implementation. The County's programs to reduce waste and increase recycling and waste reduction are on-going and continuous.

5.2.9 Waste Tire Disposal and Recovery

Policies and Goals

The McLeod County Solid Waste Ordinance (attached as Appendix C) addresses waste tires in Section 12. Section 12.1.8 states that "Waste tires shall not be placed, stored, left or permitted to remain in a lake, stream, wetland, sinkhole, gully, waterway, flood plain or shoreland." To help residents meet this ordinance in full, the County accepts waste tires for recycling year-round and sponsors an annual tire collection event to ensure that residents have a convenient and economical way to dispose of waste tires. The end use for these tires may vary and is determined by the

tire processor. The County will inform residents on how to properly dispose of waste tires and how to prevent waste tire build-ups or stockpiles.

Existing Waste Tire Practices

The County provides a year-round option for residents to drop off car and truck (no tractor, ATV, equipment, or semi-truck) tires for recycling at the County's Solid Waste Management Department site in Hutchinson for a fee.

In addition, the County conducts an annual County-wide Collection Event in which problem materials (e.g., tires, mattresses, scrap metal, appliances, electronics, childseats, and HHW) are collected from residents. The event is held at the County's Solid Waste Management Department located on 5th Avenue SE in Hutchinson. Larger tires such as tractor, ATV, equipment, and semi-truck tires are accepted at this event.

The fees charged to the tire recycling participants covers approximately 50 percent of the total recycling service with the County subsidizing the rest of the expense.

The SRRMF accepts tires (including tractor, ATV, equipment, and semi-truck tires) year-round for a fee and has a permitted storage area for waste tires to be stored prior to recycling.

Retailers that sell tires must accept at least the same number of waste tires from customers as are sold to them and may charge customers a fee to recycle the used tires.

McLeod County is not aware of any unpermitted tire dumps or piles located in the County.

The transportation of waste tires must be conducted by MPCA-permitted waste tire transporters. The County has used the following permitted transporters for removing tires collected during County-wide collection events:

- Liberty Tire, WT0022
12498 Wyoming Avenue South
Savage, MN 55378
- First State Tire Disposal Inc., WT0014
1500-278th Lane North East
Isanti, MN 55040

The current end use of waste tires collected by the County include crumb rubber, tire derived fuel, rubber mulch, backfill material, and roadway bedding.

Per the MPCA's problem materials generation recycled calculation, approximately 73.3 tons of waste tires are recycled per year in McLeod County.

Specific Programs to be Developed

The Solid Waste Director will continue to work with local law enforcement officials and the County attorney to address any illegal disposal of waste tires.

Responsible Persons

Solid Waste Coordinator, Solid Waste Director, and Recycling Manager.

Required Staff Time

Staff time is included under Problem Materials management, 0.19 FTE = 380 hours per year.

Program Budget

Tire collection programs are funded by the County's portion of the landfill tip fee, SCORE Funding, as well as a portion of the fee charged to residents when they drop-off tires for recycling.

The 2012 budget for waste tire recycling is \$4,400.

Implementation Schedule

The waste tire collection program is on-going and continuous. The annual County-wide Collection Event is held on the Saturday before the Memorial Day weekend holiday.

5.2.10 Electronic Products

Policies and Goals

As mentioned in Section 3.1, one of the County's solid waste management goals is to "ensure the establishment and operation of a solid waste management system that minimizes environmental risks, provides an environmentally safe disposal method, maximizes the recovery of recyclable materials, and minimizes total costs to the citizen."

McLeod County has established an electronics collection program to meet this goal and comply with the current ban on electronics containing cathode-ray tubes (CRTs)⁸ from solid waste disposal facilities as mandated by Minn. Statute, Section 115A.9565.

Existing Electronic Products Management Practices

The disposal of electronic waste poses several problems including the possible leakage of hazardous material and a considerable loss of landfill space. Unusable electronics contain recyclable materials and the County encourages the recycling of these materials by County residents, and private and public industries. The County, with the assistance of its municipalities, educates the public on proper disposal and recycling of electronic waste, and provides or administers on-going recycling opportunities for all residents.

⁸ Includes video display devices defined as a "television or computer monitor, including a laptop computer, that contains a cathode-ray tube or a flat panel screen with a screen size that is greater than nine inches measured diagonally and that is marketed by manufacturers for use by households."

The County began its electronics recycling program in 2004 by adding it to the County-wide Collection Event. A total of 5,363 pounds of electronics were collected that year and a recycling fee was collected from residents who dropped off electronics to be recycled.

Currently, the City of Hutchinson offers a spring and fall curbside collection opportunity for residential electronic waste through their current contracted waste hauler. The cities of Glencoe, Winsted, and Brownton offer their yard waste sites as seasonal collection sites for electronic waste. Any resident may pay the recycling fee (currently \$10 per item)⁹ at their city office and then drop off their electronic waste at one of these local yard waste sites. Each city then passes the collected fees on to the County for electronics recycling. The County contacts the contracted electronics recycling vendor for pick-up and recycling services. In addition, the County’s Solid Waste Management Department building in Hutchinson serves as the year-round recycling site for the entire County. Table 5-5 reflects the reported quantities of electronic waste collected through the County-sponsored collection sites and County-wide Collection Event for the last four years.

**Table 5-5
Tons of Electronics Collected by Communities
McLeod County, MN**

City/Location	2008	2009	2010	2011
Hutchinson	9.27	3.71	7.18	N/A
Glencoe	2.89	0.53	2.31	2.88
Winsted	3.63	1.50	1.66	.003
Brownton	1.58	0.68	0.84	0.30
County-wide Collection Event	3.52	231 ⁽¹⁾	3.27	7.12 ⁽²⁾

⁽¹⁾ Data reported as number of units rather than tons.

⁽²⁾ Indicates tons collected through County-wide Collection Event and relocation of Hutchinson site.

In addition to the municipal and County-sponsored collection of electronic waste, other options available to County residents for electronics recycling include:

- The SRRMF – The landfill charges \$25.00 per electronic item.
- Best Buy in Hutchinson – Best Buy does not charge a fee for most items.
- BMH Enterprises in Hutchinson – BMH charges a fee for electronics recycling.

All collectors of electronic waste are required to be registered by the State of Minnesota.

Specific Programs to be Developed

The County is considering operating the electronics recycling program at its Solid Waste Management Department building only, to comply with the State’s requirement

⁹ There is no fee for recycling electronics smaller than a laptop computer or electronic accessories.

to keep electronic waste indoors to eliminate the risk of environmental hazards. The County is considering purchasing trailers to comply with this requirement while keeping the additional sites open in conjunction with the appliance recycling program. If feasible, the County will purchase four utility trailers, one for each site (Glencoe, Winsted, and Brownston) and one to keep in rotation so that an empty trailer can replace a full trailer when it is removed so that its contents can be unloaded.

The County will maintain its current programs including the following:

1. The County will continue to recognize and abide by the statutory ban on the disposal of CRTs in a solid waste disposal facility.
2. The SRRMF will continue to provide an electronics drop-off site. The current cost for disposal is \$25.00 per unit. (No processing of electronic waste is done at the site.)
3. The County will continue to provide information on collection and disposal sites and other pertinent information on electronics recycling. This will be included as part of the County's solid waste education program.
4. The County currently contracts with electronics recyclers. The County and cities will continue to work together to ensure all electronics recyclers are complying with all state and federal environmental rules and regulations.
5. The County will continue to provide daily acceptance of electronics for recycling at its Solid Waste Management Department building in Hutchinson.

Responsible Persons

Solid Waste Director.

Required Staff Time

Staff time is included under Problem Materials management, 0.19 FTE = 380 hours per year.

Program Budget

The electronic waste drop-off and recycling program is funded, in part, by individual residents paying the electronics recycling fee for each electronic item to be recycled. The cost of labor to collect electronic waste is covered under the municipal site monitoring reimbursement paid to each of the three municipal sites, and through Solid Waste and Recycling wages. Funding for education, advertising, and administrative costs are budgeted from the landfill tip fees.

The 2012 budget for electronics recycling is approximately \$12,000 and also includes appliance recycling.

Implementation Schedule

The County's electronics collection and recycling program is on-going and continuous. The implementation schedule of proposed programs is unknown at this

time due to budget constraints, however it is the County's intent to implement the utility trailers for electronics drop-off collection in 2012 if feasible.

5.2.11 Major Appliance Management

Policies and Goals

The McLeod County Solid Waste Ordinance (attached as Appendix C) reflects the current ban on appliances from solid waste disposal facilities as mandated by Minn. Statute, Sections 115A.552, subd. 1 and 115A.9561. Specifically, Section 12.2.1 - "White Goods Prohibition" states that white goods shall not be disposed as mixed MSW. Section 12.2.2 - "Recycling Required" states that white goods must be reused or recycled including the removal of capacitors and ballasts that may contain polychlorinated biphenyls (PCBs), the removal of chlorofluorocarbon (CFC) gases, and the recycling of metals and mercury.

Existing Appliance Management Practices

The disposal of major appliances poses several problems including the possible leakage of hazardous material and a considerable loss of landfill space. Unusable appliances contain recyclable materials and the County requires the recycling of these materials by County residents and private and public industries. The County, with the assistance of its municipalities, educates the public on proper disposal and recycling of appliances, and provides or administers on-going recycling opportunities for all residents. Four municipal yard waste sites also serve as collection sites for appliances and are promoted by the County.

Currently, the City of Hutchinson offers a spring and fall curbside collection opportunity for residential appliances through their current contracted waste hauler. The cities of Glencoe, Winsted, and Brownton offer their yard waste sites as seasonal collection sites for appliances. Any County resident may pay the appliance recycling fee (currently \$10 per item) at their city office and then drop off their used appliance at one of these local yard waste sites. Each city then passes the collected fees on to the County for appliance recycling. The County contacts the contracted appliance recycling vendor for pick-up and recycling services. In addition, the County's Solid Waste Management Department building in Hutchinson serves as the year-round recycling site for the entire County.

Another option available to County residents for appliance recycling is the SRRMF. There is a charge of \$25.00 per appliance at the SRRMF. Most retailers that sell appliances accept old ones in exchange for a new appliance purchase. Some scrap yards also accept appliances for recycling. All appliance collectors and recyclers must meet the MPCA guidelines and certified technicians are required to remove refrigerants from appliances prior to recycling.

Per the MPCA's problem materials generation recycled calculation, the estimated number of appliances generated per year in the County is 0.10 per person per year or 3,665 appliances in 2010. Assuming an average weight of 150 pounds per appliance, at an 80 percent recycling rate, this equates to approximately 220 tons per year

recycled. Table 5-6 reflects the actual quantities of appliances collected through the County-sponsored collection sites and the annual County-wide Collection Event for the last four years. (Table 5-6 does not include the tons of appliances collected by the SRRMF, appliance retailers, or scrap yards.)

**Table 5-6
Tons of Appliances Collected by Communities
McLeod County, MN**

City/Location	2008	2009	2010	2011
Hutchinson	19.0	14.7	22.5	N/A
Glencoe	6.1	3.6	5.3	2.8
Winsted	8.5	4.6	6.6	2.0
Brownton	4.7	5.5	4.4	4.7
County-wide Collection Event	10.5	14.2	9.2	41.3 ⁽¹⁾
TOTAL	48.8	42.6	48.0	50.8

⁽¹⁾ Indicates tons collected through County-wide Collection Event and relocation of Hutchinson site.

Specific Programs to be Developed

The County plans to maintain the current programs for the recovery of major appliances during the next ten years and has no plans for new programs. The County's on-going appliance management includes the following:

1. The County will continue to recognize and abide by the statutory ban on the disposal of any appliance in a solid waste disposal facility.
2. The SRRMF will continue to provide an appliance drop-off site. The current cost for disposal is \$25.00 per unit. (No processing of appliances is done at the site.)
3. The County will continue to provide information on collection and disposal sites and other pertinent information on appliance recycling. This will be included as part of the County's solid waste education program.
4. The County currently contracts with appliance recyclers. The County and cities will continue to work together to ensure all appliance recyclers are complying with all state and federal environmental rules and regulations.
5. The County will continue to provide daily acceptance of appliances for recycling at its Solid Waste Management Department building in Hutchinson.

The County estimates that at least 220 tons of major appliances will be recovered each year for the next ten years.

Responsible Persons

Solid Waste Director.

Required Staff Time

Staff time is included under Problem Materials management, 0.19 FTE = 380 hours per year.

Program Budget

The appliance drop-off and recycling program is funded, in part, by individual residents paying the appliance recycling fee for the disposal of each appliance. The cost of labor to collect appliances is covered under the municipal site monitoring reimbursement paid to each of the three municipal sites, and through Solid Waste and Recycling wages. Funding for education, advertising, and administrative costs are budgeted from landfill tip fees.

The 2012 budget for appliance recycling is approximately \$12,000 and also includes electronic waste recycling.

Implementation Schedule

There are no new appliance management programs proposed to be developed by the County, so there is no schedule of implementation. The County's programs, aimed at reusing and recycling major appliances, are on-going and continuous

5.2.12 Automotive Mercury Switches, Motor Vehicle Fluids and Filters, and Lead-Acid and Dry Cell Batteries Management

Policies and Goals

Disposal of automotive mercury switches, motor vehicle fluids and filters, and lead-acid and dry cell batteries in solid waste disposal facilities is illegal under Minnesota State Law (Minn. Stat., sections 116.92, 115A.916, 115A.915, and 115A.9155 respectively). The County's programs reflect these disposal bans as mandated by the State of Minnesota.

As mentioned in Section 3.1, one of the County's solid waste management goals is to "ensure the establishment and operation of a solid waste management system that minimizes environmental risks, provides an environmentally safe disposal method, maximizes the recovery of recyclable materials, and minimizes total costs to the citizen."

Automotive Mercury Switches

Mercury switches in motor vehicles must be removed before the vehicle is crushed (Minn. Stat. section 116.92, subd.4c).

Motor Vehicle Fluids and Filters

Retailers of motor oil and filters are required to provide access to at least one nongovernmental site for collection of used motor oil and used motor oil filters from the public within a city or town with a population of greater than 1,500 outside the seven-county metropolitan area (Minn. Stat. section 325E.112).

Lead-acid and Dry Cell Batteries

Disposal of dry cell batteries containing mercury, silver oxide, lithium, nickel metal hydride, nickel cadmium or sealed lead-acid at a solid waste disposal facility is illegal under Minnesota State Law. Auto battery retailers are required to accept used lead-

acid batteries from consumers and recycle them (Minn. Stat., sections 325E.115 and 325E.1151).

Existing Automotive Mercury Switch, Motor Vehicle Fluids and Filters, and Lead-Acid and Dry Cell Battery Programs and Practices

Automotive Mercury Switches

The County accepts automotive mercury switches from VSQGs at the HHW Facility, however no switches have been brought in to-date.

Motor Vehicle Fluids and Filters

The County has made available a complete list of collection sites for used oil and filters located within the County. This list is updated annually and available in the McLeod County Product Stewardship Directory and at the HHW Facility. A variety of educational information is also available at the facility such as brochures and fact sheets. With the completion of the HHW retrofit project in 2000, the HHW Facility began accepting waste motor oil from the public.

In 2010, the County recovered 48.9 tons of used oil and 17.3 tons of used oil filters.

Lead-acid and Dry Cell Batteries

State law requires any establishment selling lead-acid batteries to also accept used batteries from customers.

Although legislation has banned the use of mercury in dry-cell batteries, the County encourages recycling of these batteries and provides a site for collection as well as a list of various other sites for proper disposal. The County is also committed to recycling alkaline and zinc air batteries in an effort to promote the importance of recycling other miscellaneous household-generated material and to divert more waste from the landfill. Alkaline batteries were accepted for recycling by the County in 2006. As of 2010, 9,292 pounds of alkaline batteries have been recycled.

The County provides a variety of educational information regarding proper disposal of all types of batteries, including why they are hazardous, why it is important to recycle them, and where they can be recycled in the County.

In 2010, the County recovered 227.5 tons of vehicle batteries.

Specific Programs to be Developed

The County may, in the future, consider the benefits of establishing an above ground storage tank for the bulking of motor oil.

In 2013, the County plans to provide postcard reminders to area salvage yards relative to the proper handling and disposal of automotive mercury switches and inform them of the County's VSQG program.

The County plans to maintain the current programs for the recovery of automotive mercury switches, motor vehicle fluids and filters, and lead-acid and dry cell batteries during the next ten years. The County's on-going programs include the following:

1. The County will continue to provide a public awareness program regarding proper disposal and potential hazards of improper disposal of these wastes as part of the County's solid waste public education efforts. In conjunction with this program, businesses selling lead-acid batteries, motor oil, and oil filters will be informed of their responsibility to provide information on recycling/disposal locations or accept batteries, used oil, and oil filters for recycling.
2. The County will annually update its listing of businesses accepting these materials for recycling and publish it in each updated version of the McLeod County Product Stewardship Directory. A listing of these drop sites will be available for residents at all public entrances to the Solid Waste Management Department building, and on the County's website.
3. The County's HHW Facility will continue to be a drop-off site for all batteries, motor oil, and oil filters.
4. News releases pertaining to proper disposal of motor oil and oil filters will be submitted to local newspapers annually. These news releases will discuss the hazards involved in improper disposal and offer the HHW phone number for further information.

Program Budget

Funding for disposal of batteries comes from the County's landfill tip fee at the SRRMF. The recycling of lead-acid batteries generates revenue which offsets some of the disposal costs for recycling the other batteries collected.

The County receives revenue for the recycling of its waste motor oil. Costs incurred for the disposal of oil filters are paid through user fees collected from the public. Public awareness notices are paid through the Solid Waste Education budget.

Future funding for any upgrades to the current operation will be from the landfill tip fees generated from waste disposed at the SRRMF. The 2012 budget for HHW disposal, which includes batteries, is \$35,000.

Responsible Persons

Solid Waste Coordinator and HHW Technician.

Required Staff Time

Staff time is included under Problem Materials management and HHW Operations 2.085 FTE = 4,170 hours per year.

Implementation Schedule

Programs for the recovery of automotive mercury switches, motor vehicle fluids and filters, and lead-acid and dry cell batteries are on-going and continuous.

5.2.13 Household Hazardous Waste (HHW) Management

General Policies and Goals

This section of McLeod County's SWMP complies with Minn. Statute, Section 115A.96, subd.6, "Household Hazardous Waste Management Plan."

The County's HHW Program has four goals: 1) address the proper disposal of hazardous wastes from households in order to keep this material from adversely affecting the environment; 2) reduce the usage of hazardous products; 3) administer miscellaneous recycling programs to divert more types of waste from the MSW stream while reducing contamination of the residential recyclable materials disposed at the County's MRF; and 4) properly manage problem materials.

As part of the HHW management program, the County collects spent fluorescent bulbs for recycling. Fluorescent bulbs pose a threat to the environment due to their mercury content. Disposal of fluorescent bulbs and HID lamps are illegal under Minnesota State Law (115A.932). The County encourages the use of fluorescent bulbs, as they are more energy efficient.

The McLeod County HHW management program operates under the Stearns County/Tri-County Regional Program.

Existing Programs and Practices

Household Hazardous Waste Facility

The County built a permanent HHW Facility in 1994 to serve the residents of the County. The County outgrew the facility and a new HHW Facility was designed in an existing office/warehouse building. This retrofit was completed in 2000 and now houses the entire Solid Waste Management Department and its programs.

The HHW Facility is open year round and participation has continued to increase as shown in Table 5-7 below.

Table 5-7
HHW Facility Participation, 2007-2011
McLeod County, MN

Year	Participation	Percent of Households ⁽¹⁾	Change in Participation (%)
2007	2,450	17.3%	- 0.1%
2008	2,478	17.5%	+ 0.2%
2009	3,221	21.2%	+ 3.7%
2010	3,329	22.7%	+ 1.5%
2011	3,468	36.8%	+ 14.1%

⁽¹⁾ In 2010 the number of households in McLeod County changed from 14,190 to 14,639 based on the McLeod County Auditor's population estimates.

The quantities of materials received at the County's HHW Facility for the last six years are shown in Table 5-8.

Table 5-8
 HHW Tons Received at HHW Facility, 2006-2011
 McLeod County, MN

	2006	2007	2008	2009 ⁽¹⁾	2010	2011
Tons	56.8	62.1	61.7	82.3	90.2	105.4

A Product Exchange is operated at the HHW Facility where products are available to the public at no charge. The Product Exchange program was more accurately renamed the Freeuse Center in 2010. The quantities of materials diverted from disposal through the Freeuse Center are shown in Table 5-9.

Table 5-9
 HHW Tons Reused (Freeuse Center), 2006-2011
 McLeod County, MN

	2006	2007	2008	2009 ⁽¹⁾	2010	2011
Tons	12.4	17.5	17.3	19.6	21.4	24.2

In 2011, the HHW Facility installed a large door connecting the current HHW Facility with the warehouse. This addition has allowed the HHW program to meet the growing needs of the program by creating an area for storage of non-regulated items; allows for the recycling of miscellaneous materials including expanded polystyrene, plastic paint pails, drums, and packing supplies; and allows for the safe loading of HHW for shipments.

HHW Mobile Unit

On September 19, 1998, the first HHW mobile collection was held in Glencoe. A total of 197 households participated in this event. The County contracted with Stearns County to conduct this collection event. In 1998, a gooseneck trailer and truck were purchased to serve as the McLeod County HHW Mobile Unit. Mobile collections were originally scheduled annually for Plato, Silver Lake, Lester Prairie, Stewart, Biscay, Glencoe, Winsted and Brownton. Collections are typically held for either 3 or 4 hours during which time residents are able to dispose of the same types of materials accepted at the HHW Facility. Due to budget cuts, the ability of the County to conduct mobile collections has decreased over the years. Typically, one or two mobile events are conducted each year. Starting in 2010, the HHW program began mobile collections to accept HHW from employees at different County offices, conducted during the lunch period using the County’s mobile HHW vehicle.

Fluorescent Bulbs

Although the acceptance of fluorescent bulbs began in 1995 with the scheduling of two collections per year, the County added a permanent collection program in 2000 with the move to the new retrofitted HHW Facility. The two annual collections were

phased out by 2007 in favor of using the HHW Facility to manage the collections on a regular basis. In addition to fluorescent bulbs, the HHW program accepts other types of bulbs for recycling, including: incandescent, sodium halide, mercury, HID, light-emitting diode (LED), halogen, and neon bulbs.

Table 5-10 shows the quantities of fluorescent bulbs collected by the County for the last six years.

Table 5-10
Fluorescent Bulb Collection, 2006-2011
McLeod County, MN

Year	Bulbs Collected
2006	9,804
2007	11,717
2008	12,929
2009	11,615
2010	9,474
2011	12,204

On-Going Programs

1. Education

- A. Education and promotions for the HHW Facility and mobile unit incorporate the following:
 - i. Proper disposal of hazardous wastes from the home;
 - ii. Label reading to determine hazardous materials and their uses;
 - iii. Proper storage and transportation of HHW;
 - iv. Freeuse Center;
 - v. HHW Reduction and Safer Substitutes Programs; and
 - vi. Use of social media and County website.
- B. Educational tools used include:
 - i. Display boards at area libraries, schools and businesses;
 - ii. County Fair Booth, including the HHW Mobile Unit;
 - iii. Inserts in local papers;
 - iv. Brochures on HHW given to local realtors, area businesses and the Welcome Neighbor Program;
 - v. Educational articles and news releases;
 - vi. Presentations given at local schools and civic groups;
 - vii. HHW Facility Tours; and
 - viii. Use of social media and the County website.

2. Collection

A. HHW Facility

The HHW Facility accepts typical HHW materials including latex and oil based paint, adhesives, flammable products, acids, bases, sealers, weed killers and other poisons, etc. The HHW Facility is open Tuesday through Friday from 8 a.m. to 4 p.m. From June 1 to September 1, the Tuesday hours are extended until 8 p.m. The Facility also serves as a source for information on used oil/filter management, fluorescent bulb recycling, battery management, problem materials, and miscellaneous recycling.

The County also accepts agricultural pesticides for the Minnesota Department of Agriculture and maintains a license with the State of Minnesota to operate a Very Small Quantity Generator (VSQG) program to accept hazardous wastes from businesses.

B. Problem Materials

Under the Problem Materials program, the HHW Facility is responsible for the promotion and education of used tires, waste oil, antifreeze, oil filters, electronics, appliances, fluorescent bulbs, ballasts, single-use propane cylinders, and any other material that would otherwise cause adverse environmental effects if not properly managed or recycled.

C. Miscellaneous Recycling

Under the Miscellaneous Recycling program, the HHW Facility is responsible for the promotion, education, and collection of recordable media, packing material, expanded polystyrene, holiday lights, corks, crayons, fishing line and lead sinkers, water filters, and any other items that can be properly recycled to minimize contamination of the residential recyclable materials managed by the MRF.

D. Freeuse Center

Due to the increase in usable product from the Freeuse Center, the County purchased a paint can shaker in 2006 to expedite the process of checking the usable material and to reduce the risk of employee injury due to the repetitive motion involved.

E. Mobile Unit

Community collections utilizing the mobile unit will continue to be conducted, on an as-needed basis. This need will be reviewed each year. The items to be accepted at these collections will be the same as those collected at the permanent Facility. Each collection will last approximately 3 hours. County staff will oversee these collections.

F. Take It To The Box

In a partnership with local law enforcement, the County promotes a pharmaceutical waste take-back program. The "Take It To The Box" program

promotes the safe use, storage, and disposal of unneeded prescription and over-the-counter medications. This includes both human and animal medications.

The Take It To The Box medication disposal boxes are available 7 days a week, 24 hours a day at the following locations:

- McLeod County Sheriff's Office
- Winsted Police Department
- Hutchinson Police Department

Specific Programs to be Developed

The County plans to maintain the current programs for the management of HHW during the next ten years. In addition, the County will:

1. Consider the addition of an above ground storage tank to accommodate the waste oil recycling efforts.
2. Add public surveillance camera(s) in the receiving area to allow technicians to monitor traffic via closed circuit video.
3. Research participation software to aid in the monthly and annual reporting.
4. Continue to research and add other miscellaneous recycling programs, to continue assisting the MRF with contamination issues, and to divert more waste streams from the MSW landfill.
5. Research and develop the future goals of the HHW Facility if/when the Department expands onto the neighboring property.
6. Propose expanding the offsite collection of HHW to include employee collections at area businesses during the work day.
7. Increase awareness and conduct additional educational efforts to promote the proper disposal of hazardous waste for businesses through the VSQG program.

Responsible Persons

Solid Waste Coordinator and HHW Technician.

Required Staff Time

Staff time dedicated to HHW Operations equals approximately 2.015 FTE or 4,030 hours per year. (Hours include HHW mobile unit and VSQG program. Additional hours may include those listed under Problem Materials, Misc. Recycling, and Education programs.)

Program Budget

The 2012 approved HHW budget is \$205,005.

Implementation Schedule

The County’s HHW programs are on-going and continuous. The implementation schedule of proposed programs is unknown at this time due to budget constraints, however it is the County’s intent to implement the following programs if and when feasible:

- Add public surveillance camera(s) in the receiving area (2013);
- Research participation software to aid in the monthly and annual reporting (2013-2014); and
- Increase awareness and conduct additional educational efforts to promote the proper disposal of hazardous waste for businesses through the VSQG program (2013).

The education program is on-going and will continue to grow in scope. The expanding needs and demands of the HHW program will continue to be evaluated to best serve the County with the most environmental considerations explored.

5.2.14 Construction and Demolition (C&D) Debris

General Policies and Goals

The County allows disposal of C&D debris at licensed sites only. C&D debris sites are licensed under the County’s Solid Waste Ordinance as Solid Waste Facilities and must meet all requirements of Minnesota Rule 7001.3425 related to Demolition Debris Land Disposal Facilities. The main goal of this program is to mitigate any environmental effects from improperly disposed C&D waste by allowing sites to be licensed within the County to provide proper disposal.

Existing C&D Debris Practices

Table 5-11 shows the site locations and the quantities accepted at each permitted C&D debris landfill in the County for the last three years.

Table 5-11
Permit By Rule C&D Debris Sites
McLeod County, MN

Site / Location	Quantities (in Tons)		
	2009	2010	2011
Waste Management Demolition Landfill (formerly Allview) Section 14, Lynn Township	2,225	431	321
Hansen Demolition Landfill Section 5, Lynn Township	14,605	13,870	17,520
SRRMF Sections 30 & 31, Rich Valley Township	77,201	62,853	61,043

Permit-by-Rule demolition debris sites currently licensed by the County must comply with local zoning requirements and general reporting requirements.

Specific Programs to be Developed

There are no specific C&D debris programs proposed to be developed by the County. The County will continue to license C&D debris sites.

Responsible Persons

Solid Waste Director and Solid Waste Coordinator.

Required Staff Time

Staff time includes hours under Landfill Issues and Solid Waste Licensing, FTE 0.165 = 330 hours per year.

Program Budget

The program budget for C&D debris management is included under Solid Waste Administration wages.

Implementation Schedule

The licensing of C&D debris sites is on-going and continuous.

5.3 County Solid Waste Ordinance

5.3.1 Status of Solid Waste Ordinance

The McLeod County Solid Waste Management Ordinance was revised in 1996. The original ordinance had been written in 1974 and needed major revisions in order to make it consistent with existing federal and state legislation as well as the changes in the existing solid waste management system. The ordinance is included as Appendix C to this Plan. The ordinance addresses the following issues:

- On-site disposal regulations
- Volume-based collection requirements
- MSW commercial hauler licensing process
- Problem wastes (tire, appliances, batteries, and used oil) management
- Banned materials management
- Illegal dumping enforcement
- Reporting requirements for commercial haulers of solid waste and recyclable materials
- Solid waste management and abatement facilities (MSW Land Disposal, Construction and Demolition Land Disposal, Composting, Recycling, etc.) fees and charges

- Solid waste storage and containers
- Solid waste management and abatement facilities – closure, fees, reporting, licensing, etc.
- CII waste generator reporting requirements

The County has had no problems or issues with implementing or enforcing the current ordinance.

5.3.2 Ordinance Amendments

Depending on the availability of funds, the County will revise the ordinance within the next three to five years.

At this time, the only known change to the ordinance will be to repeal Section 16.3.1 - the Administrative Penalty Order, because it is rarely used.

Responsible Persons

Solid Waste Director and Solid Waste Coordinator.

Required Staff Time

Included as part of the Enforcement, Administration, Landfill Issues, Solid Waste Licensing, and Reporting staff time.

Implementation Schedule

Monitoring the Solid Waste Ordinance is on-going and continuous.

5.4 Solid Waste Staff

5.4.1 Existing County Solid Waste Staff

Currently, McLeod County has nine full-time employees charged with planning, coordinating, managing, and operating the solid waste management programs. The County Solid Waste Director administers all programs and is responsible for most of the planning, enforcement and landfill issues. The County Solid Waste Coordinator assists the Director, serves as the coordinator for the education of all department programs, and supervises the HHW program. The Recycling Manager is responsible for the daily operation of the MRF, marketing of commodities, and is the contact for contracted recycling services. The HHW Technicians are responsible for daily operations at the HHW Facility, VSQG program, miscellaneous recycling, and mobile unit operations. The Transportation & Quality Control Coordinator is responsible for coordinating the delivery and pick-up of loads, warehouse inventory, and MRF operations. The Solid Waste Secretary is responsible for accounts payable/receivable, department organization, and meeting coordination. The Recycling Operators assist the manager with the day-to-day operation of the MRF and assist the public with recycling and problem material drop off. The HHW Intern, a seasonal position, is

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responsible for assisting the HHW Technicians with the day-to-day operations of the HHW Facility.

Table 5-12 lists the County's current solid waste staff positions and annual estimated hours. Appendix B includes the annual budget projected for 2012 solid waste abatement programs including staff salaries and wages.

Table 5-12
Estimated County Staff Time Required Annually for
Solid Waste Management Planning and Implementation
McLeod County, MN

Program or Task	SW Director	SW Coord	Recyc Mgr	HHW Tech	Trans QC Coord	Recyc Oprtr	SW Scrtry	HHW Intern	Total FTE	Total Hours
Waste Reduction		0.01							0.01	20
Education-SW		0.04					0.03		0.07	140
Education-HHW		0.08		0.1			0.05	0.01	0.24	480
Education-Recycling		0.08				0.01	0.05		0.14	280
Education-PM		0.04					0.02		0.06	120
Residential Recycling	0.1	0.02	0.2		0.1	0.5			0.92	1,840
Rural Recycling	0.1		0.2		0.1	0.5			0.9	1,800
CII Recycling	0.1	0.01	0.2		0.2	0.5	0.05		1.06	2,120
Marketing/Transportation	0.1		0.12		0.225		0.05		0.495	990
Aluminum Redemption		0.02				0.2	0.15		0.37	740
Paper Drives			0.03		0.2	0.05	0.05		0.33	660
Composting/Yard Waste	0.1	0.01					0.02		0.13	260
Landfill Issues	0.1						0.02		0.12	240
Solid Waste Licensing	0.01	0.015					0.02		0.045	90
Reporting	0.01	0.2		0.05			0.1		0.36	720
Data Entry		0.07		0.07		0.2	0.2		0.54	1,080
HHW Operation		0.09		1.6				0.205	1.895	3,790
HHW Mobile Unit		0.005		0.01				0.005	0.02	40
Problem Materials	0.02	0.01	0.05	0.01	0.1				0.19	380
Misc. Recycling		0.01	0.03	0.05	0.05			0.01	0.15	300
Event Recycling		0.01			0.005		0.05		0.065	130
VSQG		0.05		0.05					0.1	200
Enforcement	0.05	0.01							0.06	120
Conference/Trainings	0.01	0.02	0.02	0.05	0.02	0.04	0.01	0.01	0.18	360
Program Research/Planning	0.1	0.05	0.05	0.01			0.03		0.24	480
Administration	0.2	0.15	0.1				0.1		0.55	1,100
Totals	1	1	1	2	1	2	1	0.24	9.24	18,480

5.4.2 Future Staffing Needs

Future staff additions to be considered by the County may include:

- Full-time Office Manager;
- HHW Manager/Lead;
- Full-time Seasonal HHW Technician; and/or
- Part-time Permanent Recycling Operator.

5.4.3 County Solid Waste Advisory Committee (SWAC)

In addition to the County solid waste staff described above, the County also has a Solid Waste Advisory Committee (SWAC). The SWAC was instituted in 1985 and consists of 18 members, including representatives from city and County government, local business and industry, waste haulers, and the general public. The committee meets once per quarter or as needed, at the discretion of the Solid Waste Director. The committee may divide into sub-committees which focus on specific solid waste issues, including recycling, landfilling, and yard waste. The SWAC maintains current knowledge of waste management options through learning about successful programs and facilities in other counties. The SWAC presents specific and clear recommendations on solid waste issues to the County Board for consideration of adoption. Responsibilities of the SWAC are outlined in their by-laws, a copy of which is available at the County's Solid Waste Management Department.

5.4.4 Program Budget

The total annual 2012 budget for salaries, wages, and benefits for solid waste abatement staff (Administration, Recycling, and HHW) totaled \$521,963. A ten-year Solid Waste Management Budget is provided in Appendix B.

5.5 Solid Waste Program Funding

5.5.1 Policies and Goals

1. Generators of solid waste are responsible for the costs of solid waste programs necessary to recover materials or energy from solid waste as well as for the costs of the ultimate disposal of unrecovered materials.
2. Generators of solid waste are responsible for the costs of recovery and disposal based upon the amount of waste they generate and the cost in handling the waste.
3. Property taxes will be used as a last resort for the funding of waste abatement and disposal operations in the County.
4. Solid waste disposed at SRRMF represents a resource. It is appropriate that revenue derived from this disposal be applied to County solid waste management

programs which exist to abate the need for land disposal, and future solid waste disposal alternatives.

5.5.2 Existing Solid Waste Funding Practices

The County's current solid waste management financing mechanisms include the following:

1. **Tip Fee.** Pursuant to Minnesota Statute, Section 115A.919, the County implemented a landfill tip fee or surcharge on each ton of incoming MSW at the SRRMF. The original surcharge was \$1.00 per ton. The surcharge was increased to \$3 per ton effective January 1, 1998, then reduced to \$1.50 in January of 2001, then increased to \$3.50 in November of 2012. Revenue generated from the landfill tip fee/surcharge is collected monthly and used to partially fund the County's solid waste abatement programs.
2. **Greater Minnesota Landfill Clean-up Fee.** Pursuant to Minnesota Statutes Chapter 115A.923, the County collects the \$6.66 per ton fee imposed by the MPCA to ensure landfill closure, post-closure, and clean-up. This fee partially funds the County's solid waste abatement programs.
3. **SCORE Funding.** The County relies on SCORE grants to partially fund its solid waste abatement programs.
4. **MPCA Grants.** The County has, in the past, received an annual grant from the MPCA to be used to partially fund its HHW program. The grant dollar amount is based on the previous year's participation numbers.

In addition, the County is aware of the environmental assistance opportunities offered by the MPCA including the Capital Assistance Program grant. McLeod County applied for a CAP grant in 2012 to upgrade and expand its MRF, however it remains to be seen whether that grant will be awarded.

5. **Recyclable Materials Revenue.** The County receives revenue from the sale of recyclable commodities that are processed, transported, and sold to end-users. As mentioned in the Marketing and Transportation discussion in Section 5.2.3, the County has revenue sharing arrangements with certain businesses and non-profit organizations for materials they bring to the MRF for recycling.

Table 5-13 illustrates the sources and projected amounts of solid waste abatement program revenue budgeted for 2012. A ten-year budget projection is provided in Appendix B and is based on research and historical trends of waste flow into the SRRMF.

Table 5-13
Solid Waste Program Funding, 2012 Budget
McLeod County, MN

Source of Funds	Annual Amount	Percent of Total Annual
SCORE Grant	\$91,497	5.2%
MPCA HHW Grant	\$12,475	0.7%
McLeod Co. tip fee/surcharge (SRRMF)	\$317,907	12.8%
McLeod Co. Solid Waste Abatement Fee (SRRMF)	\$1,411,507	56.8%
Recycling Income	\$431,500	24.5%
Interest	\$0	0%

As outlined in Appendix B, the total annual budget projected for 2012 solid waste abatement programs totals \$1,704,093. It is the general policy of the County to fund these programs from SCORE funds, MPCA grant funds, and County tip fee funds only. However, in the event of a short fall in these funds, remaining costs are generally funded via the Solid Waste Abatement fee.

Uses of all these funds, particularly the County tip fee, are strictly for solid waste abatement costs, landfill closure and post closure care costs, and similar operations as indicated in Minn. Stat., section 115A.919. Anticipated uses of these funds are solely for recycling and yard waste operations, HHW facility construction and operation, public education, and any County Board approved capital projects in the planning period to ensure an integrated state-of-the-art solid waste management system in the County.

The County continues to monitor legislation relating to the McLeod County Solid Waste Abatement Fund.

As discussed in Section 5.2.8 and in Section 2.2.6 of this Plan, the County’s Solid Waste Management System may be impacted by the enforcement of Minn. Statute, Section 473.848 – Restriction on Disposal.¹⁰ This statute pertains to the MSW generated in the metropolitan area (the six counties that include and surround the Cities of Minneapolis and St. Paul).

McLeod County receives a tip fee from Waste Management of \$3.50 per ton and an abatement fee of \$6.66 per ton for all of the MSW disposed at the SRRMF. In 2011, approximately 35 percent of the MSW received at the SRRMF was generated in the metropolitan counties of Anoka, Carver, and Hennepin. The enforcement of Statute 473.848 may affect the quantities of metro-generated waste received at the SRRMF, however at the time of this writing, the breadth of the affect is uncertain.

In addition, metro-generated MSW may decrease in the future as metropolitan counties aim to increase their waste diversion to meet the mandated goals set forth in the MPCA’s Metropolitan Solid Waste Management Policy Plan 2010-2030.

¹⁰ Source: MN Office of the Revisor of Statutes. <https://www.revisor.mn.gov/statutes/?id=473.848>

Also, the SRRMF may also be impacted by a landfill expansion proposed by neighboring Wright County, however because that expansion has not been permitted, the breadth of the impact is unknown.

The financial impact to the County if less waste was disposed at the SRRMF would result in a reduction in County tip fees and solid waste abatement fees paid to the County by Spruce Ridge.

The SWAC will recommend annually to the County Board a schedule of fees/charges appropriate to carry out County solid waste management programs.

5.6 Plan Review and Ten-Year Plan

The County will abide by the planning rules and guidelines of the State of Minnesota, providing plans every ten years or as mandated. The County will begin procedures to update this Solid Waste Management Plan nine years from State approval of this document.

5.7 Goal-Volume Table

The Goal-Volume Table (GVT) is attached to this Plan as Appendix A.

5.8 Itemized Solid Waste Budget

Based upon the solid waste management programs outlined in the previous subsections, the County has developed a 2012 budget and a ten-year planning budget that includes capital and operating costs for each solid waste program.

The financial assumptions used in the development of the ten-year planning budget include the following:

- Annual inflation rate of 2.20 percent per year based on the long-term Blue Chip Economic Indicator projections (March 2012).
- SCORE Funds are assumed to be \$91,497 throughout the 10-year planning period.
- HHW revenue of \$13,750 per year assumed throughout the 10-year planning period. (This includes an MPCA grant of \$12,475; \$1,000 from the Minnesota Department of Agriculture for pesticides collection; and \$275 from Sibley County as part of a reciprocity agreement.)
- Landfill tip fee and abatement fee revenues are based on landfill tonnage projections as detailed in the GVT in Appendix A.
- Recycling revenue of \$431,500 per year assumed throughout the 10-year planning period. (Revenue assumption was based on tonnage and market value of commodities at the time the budget was drafted in 2011.)

The 2012 budget for each of the solid waste programs are provided below in Table 5-14.

**Table 5-14
Solid Waste Programs, 2012 Budget
McLeod County, MN**

Program	2012 Approved Budget Expenditures (Est)
Solid Waste Education (solid waste reduction, recycling, and HHW)	\$24,800
Recycling (residential, commercial, marketing & transportation, paper drive, aluminum redemption, and school recycling)	\$963,206
Yard Waste Management (hauling & grinding and site monitoring/inter-governmental payments to cities, except Hutchinson)	\$53,989
Source-Separated Organic Materials Composting (site monitoring/inter-governmental payment to Hutchinson)	\$29,466
Waste Tire Disposal and Recovery	\$4,400
Electronic Products and Appliance Recycling	\$12,000
HHW and Automotive Mercury Switches, Motor Vehicle Fluids & Filters, and Lead-Acid & Dry-Cell Batteries Management	\$205,005
Solid Waste Administration ⁽¹⁾	\$411,227
Total Program Expenditures (Budgeted)	\$1,704,093

⁽¹⁾ Includes salaries, benefits, office expenses, etc. related to all of the solid waste programs, including C&D.

The detailed budget for the County’s solid waste management system is provided in Appendix B.

5.9 Alternatives to Proposed System

If particular components of the proposed integrated solid waste management system (as described in Section 4 of this Plan) were to experience major operational difficulties, the County has contingency plans in place for each system as outlined below.

- **MSW** – MSW destined for the SRRMF would be diverted to Waste Management’s transfer station in Norwood Young America, Minnesota.
- **Recyclable Materials** – The County would work with the vendor under contract (for County-wide residential recyclable materials collection) for potential processing services. Another alternative would be to work with the Kandiyohi Recycling Facility located in Willmar, Minnesota.
- **HHW** – The County would work with the Stearns County HHW program to arrange for proper disposal of HHW materials.

5.10 Environmental and Public Health Impacts

5.10.1 On-Site Disposal

In the County, it is estimated that approximately 2,099 tons or approximately 6 percent of the solid waste generated never enters the "official" waste management collection system. Approximately 13.6 percent of the population in the County manages their waste on-site through burying, burning and composting. This is based upon the number of households within the County without collection services.

Although this method is easy and low cost to the waste generator, there are significant risks to public health and the environment from on-site disposal of MSW. These risks include:

- Contaminated surface and groundwater from the leachate resulting from the inappropriately burned or buried garbage.
- Air pollution from particulates and chemicals released during open burning in burn barrels.
- Health risks to nearby residents caused by open burning. Those especially at risk are young children, the elderly, and people with respiratory problems.
- Aesthetic problems from on-site dumping.
- Grass/brush fires from trash fires which go out of control.

Smoke from burning trash may contain arsenic, benzene and other solvents, cadmium, carbon monoxide, chromium, dioxin, formaldehyde, hydrochloric acid, lead, nitrogen oxide, polyaromatic hydrocarbons and sulfuric acid. These pollutants and the small particulates which come from burning trash may cause such health problems as eye, nose, and throat irritation, lung irritation and congestion, skin irritations or burns, stomach or intestinal upset, eye damage and headaches or memory loss. Repeated exposure can lead to developmental problems in children and an increased risk of cancer.

Under Minnesota law, only farmers are allowed to bury or burn solid waste generated from the household and farming operation, if the burying is done in a nuisance free, pollution free and aesthetically acceptable manner on the land used for farming. The County Board has the option to require collection by passing a resolution that states solid waste collection services are reasonably available throughout the County. People living on a farm, but not actively farming, are not eligible for this exception to State law (Minnesota Statute, Section 17.135).

A 1993 amendment to the Waste Management Act created a new regulation which specifically disallows farmers from burying or burning tires, most plastics, HHW, appliances, household batteries, used motor oil or lead-acid batteries from motor vehicles.

The County Board may prohibit the deposit of other solid waste within the County through additional ordinance. The County may further require the owners or occupants of the property to remove the unauthorized deposit of solid waste or provide

for the removal of the solid waste at the owner's expense (Minnesota Statute Section 375.18, subd. 14).

The County solid waste ordinance reiterates these requirements.

5.10.2 Illegal Disposal

There are significant risks to public health and the environment from illegal disposal of MSW. These risks include:

- Contaminated surface and groundwater from the leachate resulting from the illegally disposed garbage.
- Aesthetic problems from litter and the financial cost of cleanup.

Unlawful disposal of waste in or on public or private lands, shorelands, roadways, or water is cause for a civil penalty based on the cost to legally remove, process and dispose of the waste (Minnesota Statute, Section 115A.99). A person unlawfully depositing such material is guilty of a misdemeanor (Minnesota Statute Section 609.68).

5.10.3 Plans and Programs to Mitigate Impacts of On-Site Disposal and Illegal Dumping

Complaints of illegal dumping are occasionally filed with the County Sheriff's Office or the Department of Natural Resources. The County Solid Waste Management Department responds to these complaints of illegal dumping on a case-by-case basis. The County encourages voluntary compliance through direct dialogue with the alleged violators.

The County may take additional action in two directions, both to encourage participation in the County solid waste management system and to further discourage on-site and illegal disposal methods which are harmful to public health and the environment. Presently, the County conducts public education to discourage on-site disposal. In addition, the County encourages recycling by providing seven drop-off centers.

The County is also considering the following recommendations to increase participation in the County's solid waste management system as follows:

- Provide convenient disposal options for rural residents at the SRRMF or other facilities.
- Require residents to have collection service or use a permitted disposal site.

The effects of both on-site and illegal disposal are increasingly being recognized as detrimental to public health and the environment. Although illegal disposal is not considered a major problem in the County, approximately 13.6% of County residents are not currently served by a solid waste collection system, and a portion of those are assumed to be managing their waste on-site.

In collaboration with the MPCA, McLeod County has partnered with local haulers by

offering to dispose of residents' burn barrels in exchange for garbage collection at a reduced rate or providing other incentives. The County held workshops in 2008 to inform residents of the laws against burning and the health concerns associated with burning waste. The burn barrel exchange program was outlined during these workshops and residents were provided with information on how to contact a licensed hauler for curbside collection of household waste. The County has a brochure on the Burn Barrel Program available to residents at the Solid Waste Management Department building, as well as on its website.

5.11 Solid Waste Facility Siting Program

Not applicable to McLeod County.

5.12 Public Participation

Members of the SWAC were involved in the review of this Plan. The Solid Waste Management Department and SAIC are responsible for the Solid Waste Plan re-writes, and the finalized Plan.

The Plan has been presented in its final form to the SWAC who recommends to send it to the McLeod County Board of Commissioners for their preliminary approval to send to the MPCA. Upon the MPCA's preliminary decision to approve the Plan, the MPCA shall provide public notice for public comment. The Plan will be placed on public notice by the MPCA and will be available for review and comment for thirty (30) calendar days at the following locations:

McLeod County Courthouse
830 East 11th Street
Glencoe, MN 55336

McLeod County Solid Waste Management Department
1065 5th Avenue SE
Hutchinson, MN 55350

After the thirty-day public comment period, the MPCA and the McLeod County Board of Commissioners shall consider all information received in making a final decision on the Plan and its approval.

As discussed in Section 5.4.3, the SWAC was developed to represent the various stakeholders affected by solid waste management issues in County and to provide input throughout the planning and implementation process. Records of SWAC, County board meetings, and other public meetings are kept in McLeod County Solid Waste Management's education library. In addition, citizen complaints and resolution of these complaints are also available for review in the McLeod County Solid Waste Management library.

Appendix A
MCLEOD COUNTY
GOAL-VOLUME TABLE

McLeod County Goal Volume Table Summary

Year	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Landfill Disposal – Spruce Ridge Landfill – tons										
McLeod County	18,214	18,396	18,580	18,766	18,954	19,143	19,335	19,528	19,723	19,920
MSW Imported to Spruce Ridge Landfill from other Counties – tons										
Anoka	8,278	8,361	-	-	-	-	-	-	-	-
Brown	32	32	32	33	33	33	34	34	34	35
Carlton	19	20	20	20	20	20	21	21	21	21
Carver	24,416	24,660	24,907	25,156	25,407	25,661	25,918	26,177	26,439	26,703
Cass	-	-	-	-	-	-	-	-	-	-
Chippewa	7,067	7,138	7,209	7,282	7,354	7,428	7,502	7,577	7,653	7,729
Dakota	-	-	-	-	-	-	-	-	-	-
Hennepin	34,384	34,728	-	-	-	-	-	-	-	-
Kandiyohi	14,433	14,578	14,723	14,871	15,019	15,169	15,321	15,474	15,629	15,785
LeSueur	19,792	19,989	20,189	20,391	20,595	20,801	21,009	21,219	21,431	21,646
Meeker	10,352	10,455	10,560	10,665	10,772	10,880	10,988	11,098	11,209	11,321
Morrison	-	-	-	-	-	-	-	-	-	-
Nicollet	3	3	3	3	3	3	3	3	3	3
Polk	-	-	-	-	-	-	-	-	-	-
Ramsey	-	-	-	-	-	-	-	-	-	-
Renville	1,208	1,221	1,233	1,245	1,257	1,270	1,283	1,296	1,309	1,322
Scott	7	7	7	8	8	8	8	8	8	8
Sibley	1,353	1,366	1,380	1,394	1,408	1,422	1,436	1,450	1,465	1,479
Stearns	11,705	11,822	-	-	-	-	-	-	-	-
Wright	58,577	59,163	59,754	60,352	60,955	61,565	62,180	62,802	63,430	64,065
<i>Total MSW Imported to Spruce Ridge Landfill</i>	<i>191,626</i>	<i>193,542</i>	<i>140,018</i>	<i>141,418</i>	<i>142,832</i>	<i>144,260</i>	<i>145,703</i>	<i>147,160</i>	<i>148,632</i>	<i>150,118</i>
Industrial Waste Disposed in MSW Cells at Spruce Ridge Landfill - tons										
Industrial Waste Tons to MSW Cells in County	-	-	-	-	-	-	-	-	-	-
Resource Recovery Facility Reject Residue (non-MSW)	1,029	1,039	1,050	1,060	1,071	1,081	1,092	1,103	1,114	1,125
Total Industrial & other Non-MSW Solid Waste	1,029	1,039	1,050	1,060	1,071	1,081	1,092	1,103	1,114	1,125

McLeod County Goal Volume Table Summary

Year	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Construction/Demolition Waste Landfills within the County										
Hansen Demolition										
Spruce Ridge Demolition										
Waste Management Demolition										
Total C&D cubic yards estimated, based on population	49,879	50,323	50,771	51,223	51,679	52,061	52,446	52,834	53,225	53,619
Yard Waste – received at YW sites in County										
Yard Waste - Cubic Yards	23,789	24,027	24,267	24,510	24,755	25,002	25,253	25,505	25,760	26,018
On-Site Disposal – bury, burn barrel, open burning										
Per Capita MSW Generation for On-Site-Disposal	2.3	pounds/person/day								
Population using On-Site Disposal of MSW	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Population % using On-Site Disposal	13.52%	13.40%	13.28%	13.17%	13.05%	12.96%	12.86%	12.77%	12.67%	12.58%

Appendix B
McLEOD COUNTY
SOLID WASTE MANAGEMENT BUDGET

**Appendix B - McLeod County 2012 Budget
Solid Waste Management Plan
McLeod County, MN**

		Base Year										
		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Population Change/year ^[1] =		0.89%	0.89%	0.89%	0.89%	0.74%	0.74%	0.74%	0.74%	0.74%	0.62%	0.62%
Population per Year ^[1] =		37,306	37,638	37,973	38,311	38,594	38,880	39,168	39,458	39,750	39,996	40,244
Households - Persons/HH ^[2] =	2.48	15,043	15,177	15,312	15,448	15,562	15,677	15,793	15,910	16,028	16,127	16,227
Tonnage Disposed at SRRMF												
McLeod County Tons to SRRMF		18,396	18,580	18,766	18,954	19,143	19,335	19,528	19,723	19,920	20,120	20,321
Other Counties Tons to SRRMF		193,542	140,018	141,418	142,832	144,260	145,703	147,160	148,632	150,118	151,619	153,135
Total MSW Tons to SRRMF		211,938	158,598	160,184	161,786	163,403	165,038	166,688	168,355	170,038	171,739	173,456
ABATEMENT PROGRAM REVENUES	<i>Inflation</i>	2.20%	<i><-- Number Obtained from Blue Chip Economic Indicator, March 2012</i>									
Solid Waste License		\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00
Score Grant		\$91,497.00	\$91,497.00	\$91,497.00	\$91,497.00	\$91,497.00	\$91,497.00	\$91,497.00	\$91,497.00	\$91,497.00	\$91,497.00	\$91,497.00
Solid Waste Tip Fee ^[3]	\$1.50	\$317,907.00	\$237,897.00	\$240,276.00	\$242,679.00	\$245,104.50	\$247,557.00	\$250,032.00	\$252,532.50	\$255,057.00	\$257,608.50	\$260,184.59
Rental Income		\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00
Miscellaneous		\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
<i>Tire Collection</i>	\$4,000.00											
<i>Mattress Collection</i>	\$1,000.00											
<i>SW Administration/Tip Fee Revenues^[4]</i>		\$421,405.00	\$341,395.00	\$343,774.00	\$346,177.00	\$348,602.50	\$351,055.00	\$353,530.00	\$356,030.50	\$358,555.00	\$361,106.50	\$363,682.59
Solid Waste Abatement Surcharge	\$6.66	\$1,411,507.08	\$1,056,262.68	\$1,066,825.44	\$1,077,494.76	\$1,088,263.98	\$1,099,153.08	\$1,110,142.08	\$1,121,244.30	\$1,132,453.08	\$1,143,781.74	\$1,155,219.56
<i>Abatement Revenues^[5]</i>		\$1,411,507.08	\$1,056,262.68	\$1,066,825.44	\$1,077,494.76	\$1,088,263.98	\$1,099,153.08	\$1,110,142.08	\$1,121,244.30	\$1,132,453.08	\$1,143,781.74	\$1,155,219.56
Cardboard		\$175,000.00	\$175,000.00	\$175,000.00	\$175,000.00	\$175,000.00	\$175,000.00	\$175,000.00	\$175,000.00	\$175,000.00	\$175,000.00	\$175,000.00
Aluminum		\$80,000.00	\$80,000.00	\$80,000.00	\$80,000.00	\$80,000.00	\$80,000.00	\$80,000.00	\$80,000.00	\$80,000.00	\$80,000.00	\$80,000.00
Newspaper		\$65,000.00	\$65,000.00	\$65,000.00	\$65,000.00	\$65,000.00	\$65,000.00	\$65,000.00	\$65,000.00	\$65,000.00	\$65,000.00	\$65,000.00
Plastic		\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00
Steel/Tin		\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
Chipboard		\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00
White Office Paper		\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Glass		\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00
Mixed Paper		\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00
Shrink Wrap		\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00
Appliances and E-Waste Collected		\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00
Miscellaneous		\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00
<i>Vinyl Siding</i>	\$3,000.00											
<i>Gaylord Boxes</i>	\$1,000.00											
<i>Recycling Revenues^[6]</i>		\$431,500.00	\$431,500.00	\$431,500.00	\$431,500.00	\$431,500.00	\$431,500.00	\$431,500.00	\$431,500.00	\$431,500.00	\$431,500.00	\$431,500.00
Collections from Other Agencies		\$13,750.00	\$13,750.00	\$13,750.00	\$13,750.00	\$13,750.00	\$13,750.00	\$13,750.00	\$13,750.00	\$13,750.00	\$13,750.00	\$13,750.00
<i>HHW Stipend</i>	\$12,475.00											
<i>MDA</i>	\$1,000.00											
<i>Sibley County</i>	\$275.00											
Miscellaneous (HHW Collection Fees)		\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00
<i>HHW Revenues^[7]</i>		\$26,250.00	\$26,250.00	\$26,250.00	\$26,250.00	\$26,250.00	\$26,250.00	\$26,250.00	\$26,250.00	\$26,250.00	\$26,250.00	\$26,250.00
Total Abatement Program Revenues		\$2,290,662.08	\$1,855,407.68	\$1,868,349.44	\$1,881,421.76	\$1,894,616.48	\$1,907,958.08	\$1,921,422.08	\$1,935,024.80	\$1,948,758.08	\$1,962,638.24	\$1,976,652.14

**Appendix B - McLeod County 2012 Budget
Solid Waste Management Plan
McLeod County, MN**

ABATEMENT PROGRAM EXPENSES

Salaries & Wages - Full Time	\$154,922.00	\$158,330.28	\$161,813.55	\$165,373.45	\$169,011.66	\$172,729.92	\$176,529.98	\$180,413.64	\$184,382.74	\$188,439.16	\$192,584.82
Severance & Unused Sick Leave	\$1,869.00	\$1,910.12	\$1,952.14	\$1,995.09	\$2,038.98	\$2,083.84	\$2,129.68	\$2,176.53	\$2,224.42	\$2,273.36	\$2,323.37
Per Diem	\$850.00	\$868.70	\$887.81	\$907.34	\$927.30	\$947.71	\$968.56	\$989.86	\$1,011.64	\$1,033.90	\$1,056.64
Health & Life Insurance - County Share	\$24,773.00	\$25,318.01	\$25,875.00	\$26,444.25	\$27,026.03	\$27,620.60	\$28,228.25	\$28,849.27	\$29,483.96	\$30,132.60	\$30,795.52
PERA - County Share	\$11,269.00	\$11,516.92	\$11,770.29	\$12,029.24	\$12,293.88	\$12,564.35	\$12,840.76	\$13,123.26	\$13,411.97	\$13,707.03	\$14,008.59
FICA - County Share	\$12,109.00	\$12,375.40	\$12,647.66	\$12,925.91	\$13,210.28	\$13,500.90	\$13,797.92	\$14,101.48	\$14,411.71	\$14,728.77	\$15,052.80
Workers Comp/Property/Liability/Auto Ins.	\$15,700.00	\$16,045.40	\$16,398.40	\$16,759.16	\$17,127.87	\$17,504.68	\$17,889.78	\$18,283.36	\$18,685.59	\$19,096.67	\$19,516.80
Communications	\$7,300.00	\$7,460.60	\$7,624.73	\$7,792.48	\$7,963.91	\$8,139.12	\$8,318.18	\$8,501.18	\$8,688.20	\$8,879.34	\$9,074.69
Postage & Postal Box Rental	\$2,810.00	\$2,871.82	\$2,935.00	\$2,999.57	\$3,065.56	\$3,133.00	\$3,201.93	\$3,272.37	\$3,344.36	\$3,417.94	\$3,493.13
Printing & Publishing	\$300.00	\$306.60	\$313.35	\$320.24	\$327.28	\$334.48	\$341.84	\$349.36	\$357.05	\$364.90	\$372.93
Public Education	\$7,300.00	\$7,460.60	\$7,624.73	\$7,792.48	\$7,963.91	\$8,139.12	\$8,318.18	\$8,501.18	\$8,688.20	\$8,879.34	\$9,074.69
Dues & Registration Fees	\$500.00	\$511.00	\$522.24	\$533.73	\$545.47	\$557.47	\$569.74	\$582.27	\$595.08	\$608.17	\$621.55
Electricity	\$7,500.00	\$7,665.00	\$7,833.63	\$8,005.97	\$8,182.10	\$8,362.11	\$8,546.07	\$8,734.09	\$8,926.24	\$9,122.61	\$9,323.31
Natural Gas	\$4,000.00	\$4,088.00	\$4,177.94	\$4,269.85	\$4,363.79	\$4,459.79	\$4,557.91	\$4,658.18	\$4,760.66	\$4,865.39	\$4,972.43
Sewer/Water/Garbage Removal	\$3,600.00	\$3,679.20	\$3,760.14	\$3,842.87	\$3,927.41	\$4,013.81	\$4,102.12	\$4,192.36	\$4,284.59	\$4,378.85	\$4,475.19
School Recycling	\$10,500.00	\$10,731.00	\$10,967.08	\$11,208.36	\$11,454.94	\$11,706.95	\$11,964.50	\$12,227.72	\$12,496.73	\$12,771.66	\$13,052.64
<i>Lester Prairie</i>	\$900.00										
<i>Glencoe/Silver Lake</i>	\$3,600.00										
<i>Hutchinson</i>	\$4,000.00										
<i>Other Schools</i>	\$2,000.00										
Recycling	\$126,825.00	\$129,615.15	\$132,466.68	\$135,380.95	\$138,359.33	\$141,403.24	\$144,514.11	\$147,693.42	\$150,942.67	\$154,263.41	\$157,657.21
<i>Tires</i>	\$4,400.00										
<i>Mattresses</i>	\$1,000.00										
<i>Glencoe Drop Box</i>	\$34,750.00										
<i>Stewart Drop Box</i>	\$10,600.00										
<i>Brownston Drop Box</i>	\$8,575.00										
<i>Shed OCC Drop Boxes (5)</i>	\$4,000.00										
<i>Recycling Sheds</i>	\$60,000.00										
<i>PM Recycling Boxes</i>	\$3,500.00										
Contracts	\$42,350.00	\$43,281.70	\$44,233.90	\$45,207.04	\$46,201.60	\$47,218.03	\$48,256.83	\$49,318.48	\$50,403.49	\$51,512.36	\$52,645.64
<i>Snow Removal</i>	\$3,000.00										
<i>Lawn Maintenance</i>	\$1,000.00										
<i>Landfill Well Testing</i>	\$2,600.00										
<i>Fire Sprinkler Inspection/Winterization</i>	\$900.00										
<i>Fire Alarm Monitoring</i>	\$450.00										
<i>Compost Hauling/Grinding</i>	\$30,000.00										
<i>Furnace/AC Maintenance Contract</i>	\$1,200.00										
<i>Security Alarm Monitoring</i>	\$1,300.00										
<i>Pest Management</i>	\$1,900.00										
Mileage Expense	\$400.00	\$408.80	\$417.79	\$426.99	\$436.38	\$445.98	\$455.79	\$465.82	\$476.07	\$486.54	\$497.24
Meals/Lodging/Parking/Misc.	\$100.00	\$102.20	\$104.45	\$106.75	\$109.09	\$111.49	\$113.95	\$116.45	\$119.02	\$121.63	\$124.31
Motor Pool Expenses	\$800.00	\$817.60	\$835.59	\$853.97	\$872.76	\$891.96	\$911.58	\$931.64	\$952.13	\$973.08	\$994.49
Other Services & Charges	\$1,500.00	\$1,533.00	\$1,566.73	\$1,601.19	\$1,636.42	\$1,672.42	\$1,709.21	\$1,746.82	\$1,785.25	\$1,824.52	\$1,864.66
Office/Operating Supplies	\$3,500.00	\$3,577.00	\$3,655.69	\$3,736.12	\$3,818.31	\$3,902.32	\$3,988.17	\$4,075.91	\$4,165.58	\$4,257.22	\$4,350.88
Printed Paper Supplies	\$150.00	\$153.30	\$156.67	\$160.12	\$163.64	\$167.24	\$170.92	\$174.68	\$178.52	\$182.45	\$186.47

**Appendix B - McLeod County 2012 Budget
Solid Waste Management Plan
McLeod County, MN**

Cleaning Supplies	\$1,700.00	\$1,737.40	\$1,775.62	\$1,814.69	\$1,854.61	\$1,895.41	\$1,937.11	\$1,979.73	\$2,023.28	\$2,067.79	\$2,113.28
Subscriptions	\$300.00	\$306.60	\$313.35	\$320.24	\$327.28	\$334.48	\$341.84	\$349.36	\$357.05	\$364.90	\$372.93
Repair & Maintenance-Equipment	\$1,000.00	\$1,022.00	\$1,044.48	\$1,067.46	\$1,090.95	\$1,114.95	\$1,139.48	\$1,164.54	\$1,190.16	\$1,216.35	\$1,243.11
Repair & Maintenance-Other	\$1,500.00	\$1,533.00	\$1,566.73	\$1,601.19	\$1,636.42	\$1,672.42	\$1,709.21	\$1,746.82	\$1,785.25	\$1,824.52	\$1,864.66
Capital Outlay - Over \$5,000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Capital Outlay - Under \$5,000	\$3,500.00	\$3,577.00	\$3,655.69	\$3,736.12	\$3,818.31	\$3,902.32	\$3,988.17	\$4,075.91	\$4,165.58	\$4,257.22	\$4,350.88
Inter-Governmental Payments	\$53,455.00	\$54,631.01	\$55,832.89	\$57,061.22	\$58,316.56	\$59,599.53	\$60,910.72	\$62,250.75	\$63,620.27	\$65,019.91	\$66,450.35
<i>Brownton</i>	<i>\$4,032.00</i>										
<i>Hutchinson</i>	<i>\$29,466.00</i>										
<i>Glencoe</i>	<i>\$8,460.00</i>										
<i>Lester Prairie</i>	<i>\$3,600.00</i>										
<i>Plato</i>	<i>\$819.00</i>										
<i>Silver Lake</i>	<i>\$0.00</i>										
<i>Stewart</i>	<i>\$3,546.00</i>										
<i>Winsted</i>	<i>\$3,501.00</i>										
<i>Property Tax Assessment</i>	<i>\$31.00</i>										
<i>SW Administration/Tip Fee Expenditures^[8]</i>	<i>\$502,382.00</i>	<i>\$513,434.40</i>	<i>\$524,729.96</i>	<i>\$536,274.02</i>	<i>\$548,072.05</i>	<i>\$560,129.63</i>	<i>\$572,452.49</i>	<i>\$585,046.44</i>	<i>\$597,917.46</i>	<i>\$611,071.65</i>	<i>\$624,515.22</i>
Contracts	\$25,000.00	\$25,550.00	\$26,112.10	\$26,686.57	\$27,273.67	\$27,873.69	\$28,486.91	\$29,113.62	\$29,754.12	\$30,408.72	\$31,077.71
<i>SW Plan & Ordinance Consulting</i>	<i>\$25,000.00</i>										
<i>Planning Expenditures^[9]</i>	<i>\$25,000.00</i>	<i>\$25,550.00</i>	<i>\$26,112.10</i>	<i>\$26,686.57</i>	<i>\$27,273.67</i>	<i>\$27,873.69</i>	<i>\$28,486.91</i>	<i>\$29,113.62</i>	<i>\$29,754.12</i>	<i>\$30,408.72</i>	<i>\$31,077.71</i>
Salaries & Wages - Full Time	\$125,237.00	\$127,992.21	\$130,808.04	\$133,685.82	\$136,626.91	\$139,632.70	\$142,704.62	\$145,844.12	\$149,052.69	\$152,331.85	\$155,683.15
Health & Life Insurance - County Share	\$31,658.00	\$32,354.48	\$33,066.27	\$33,793.73	\$34,537.19	\$35,297.01	\$36,073.55	\$36,867.17	\$37,678.24	\$38,507.16	\$39,354.32
PERA - County Share	\$9,080.00	\$9,279.76	\$9,483.91	\$9,692.56	\$9,905.80	\$10,123.72	\$10,346.45	\$10,574.07	\$10,806.70	\$11,044.45	\$11,287.42
FICA - County Share	\$9,581.00	\$9,791.78	\$10,007.20	\$10,227.36	\$10,452.36	\$10,682.31	\$10,917.32	\$11,157.51	\$11,402.97	\$11,653.84	\$11,910.22
Postage & Postal Box Rental	\$150.00	\$153.30	\$156.67	\$160.12	\$163.64	\$167.24	\$170.92	\$174.68	\$178.52	\$182.45	\$186.47
Printing & Publishing	\$500.00	\$511.00	\$522.24	\$533.73	\$545.47	\$557.47	\$569.74	\$582.27	\$595.08	\$608.17	\$621.55
Public Education	\$8,500.00	\$8,687.00	\$8,878.11	\$9,073.43	\$9,273.05	\$9,477.06	\$9,685.55	\$9,898.63	\$10,116.40	\$10,338.96	\$10,566.42
Dues & Registration Fees	\$300.00	\$306.60	\$313.35	\$320.24	\$327.28	\$334.48	\$341.84	\$349.36	\$357.05	\$364.90	\$372.93
Electricity	\$27,000.00	\$27,594.00	\$28,201.07	\$28,821.49	\$29,455.56	\$30,103.59	\$30,765.87	\$31,442.71	\$32,134.45	\$32,841.41	\$33,563.92
Natural Gas	\$15,000.00	\$15,330.00	\$15,667.26	\$16,011.94	\$16,364.20	\$16,724.21	\$17,092.15	\$17,468.17	\$17,852.47	\$18,245.23	\$18,646.62
Sewer/Water/Garbage Removal	\$7,200.00	\$7,358.40	\$7,520.28	\$7,685.73	\$7,854.82	\$8,027.62	\$8,204.23	\$8,384.72	\$8,569.19	\$8,757.71	\$8,950.38
Collection	\$310,000.00	\$316,820.00	\$323,790.04	\$330,913.42	\$338,193.52	\$345,633.77	\$353,237.72	\$361,008.95	\$368,951.14	\$377,068.07	\$385,363.57
<i>Apartment & Curbside</i>	<i>\$298,000.00</i>										
<i>Appliances/E-waste</i>	<i>\$12,000.00</i>										
Contracts	\$217,700.00	\$222,489.40	\$227,384.17	\$232,386.62	\$237,499.12	\$242,724.10	\$248,064.04	\$253,521.44	\$259,098.92	\$264,799.09	\$270,624.67
<i>West Central Industries</i>	<i>\$125,000.00</i>										
<i>Shipping Charges</i>	<i>\$60,000.00</i>										
<i>Preventative Maintenance Contracts</i>	<i>\$12,000.00</i>										
<i>Scale Calibration</i>	<i>\$1,200.00</i>										
<i>Trailer & Container Rentals</i>	<i>\$19,500.00</i>										
Motor Pool Expenses	\$300.00	\$306.60	\$313.35	\$320.24	\$327.28	\$334.48	\$341.84	\$349.36	\$357.05	\$364.90	\$372.93
Other Services & Charges	\$38,750.00	\$39,602.50	\$40,473.76	\$41,364.18	\$42,274.19	\$43,204.22	\$44,154.71	\$45,126.12	\$46,118.89	\$47,133.51	\$48,170.45
Property/Casualty Insurance	\$6,650.00	\$6,796.30	\$6,945.82	\$7,098.63	\$7,254.80	\$7,414.40	\$7,577.52	\$7,744.22	\$7,914.60	\$8,088.72	\$8,266.67
Office/Operating Supplies	\$4,000.00	\$4,088.00	\$4,177.94	\$4,269.85	\$4,363.79	\$4,459.79	\$4,557.91	\$4,658.18	\$4,760.66	\$4,865.39	\$4,972.43
Printed Paper Supplies	\$400.00	\$408.80	\$417.79	\$426.99	\$436.38	\$445.98	\$455.79	\$465.82	\$476.07	\$486.54	\$497.24
Building & Safety Supplies	\$3,750.00	\$3,832.50	\$3,916.82	\$4,002.98	\$4,091.05	\$4,181.05	\$4,273.04	\$4,367.04	\$4,463.12	\$4,561.31	\$4,661.66
Aluminum Recovery	\$60,000.00	\$61,320.00	\$62,669.04	\$64,047.76	\$65,456.81	\$66,896.86	\$68,368.59	\$69,872.70	\$71,409.90	\$72,980.92	\$74,586.50

**Appendix B - McLeod County 2012 Budget
Solid Waste Management Plan
McLeod County, MN**

Fiber Recovery	\$60,000.00	\$61,320.00	\$62,669.04	\$64,047.76	\$65,456.81	\$66,896.86	\$68,368.59	\$69,872.70	\$71,409.90	\$72,980.92	\$74,586.50
Cleaning Supplies	\$250.00	\$255.50	\$261.12	\$266.87	\$272.74	\$278.74	\$284.87	\$291.14	\$297.54	\$304.09	\$310.78
Repair & Maintenance-Equipment	\$30,000.00	\$30,660.00	\$31,334.52	\$32,023.88	\$32,728.40	\$33,448.43	\$34,184.30	\$34,936.35	\$35,704.95	\$36,490.46	\$37,293.25
Repair & Maintenance-Other	\$5,000.00	\$5,110.00	\$5,222.42	\$5,337.31	\$5,454.73	\$5,574.74	\$5,697.38	\$5,822.72	\$5,950.82	\$6,081.74	\$6,215.54
Tools	\$700.00	\$715.40	\$731.14	\$747.22	\$763.66	\$780.46	\$797.63	\$815.18	\$833.12	\$851.44	\$870.18
<i>Recycling Expenditures^[10]</i>	<i>\$971,706.00</i>	<i>\$993,083.53</i>	<i>\$1,014,931.37</i>	<i>\$1,037,259.86</i>	<i>\$1,060,079.58</i>	<i>\$1,083,401.33</i>	<i>\$1,107,236.16</i>	<i>\$1,131,595.35</i>	<i>\$1,156,490.45</i>	<i>\$1,181,933.24</i>	<i>\$1,207,935.77</i>
Salaries & Wages - Full Time	\$89,024.00	\$90,982.53	\$92,984.14	\$95,029.79	\$97,120.45	\$99,257.10	\$101,440.76	\$103,672.45	\$105,953.25	\$108,284.22	\$110,666.47
Salaries & Wages - Part Time	\$4,320.00	\$4,415.04	\$4,512.17	\$4,611.44	\$4,712.89	\$4,816.57	\$4,922.54	\$5,030.83	\$5,141.51	\$5,254.63	\$5,370.23
Uniform Allowance	\$125.00	\$127.75	\$130.56	\$133.43	\$136.37	\$139.37	\$142.43	\$145.57	\$148.77	\$152.04	\$155.39
Health & Live Insurance - County Share	\$18,182.00	\$18,582.00	\$18,990.81	\$19,408.61	\$19,835.60	\$20,271.98	\$20,717.96	\$21,173.76	\$21,639.58	\$22,115.65	\$22,602.19
PERA - County Share	\$6,454.00	\$6,595.99	\$6,741.10	\$6,889.40	\$7,040.97	\$7,195.87	\$7,354.18	\$7,515.97	\$7,681.32	\$7,850.31	\$8,023.02
FICA - County Share	\$6,810.00	\$6,959.82	\$7,112.94	\$7,269.42	\$7,429.35	\$7,592.79	\$7,759.83	\$7,930.55	\$8,105.02	\$8,283.33	\$8,465.57
Public Education	\$9,000.00	\$9,198.00	\$9,400.36	\$9,607.16	\$9,818.52	\$10,034.53	\$10,255.29	\$10,480.90	\$10,711.48	\$10,947.14	\$11,187.97
Dues & Registration Fees	\$1,000.00	\$1,022.00	\$1,044.48	\$1,067.46	\$1,090.95	\$1,114.95	\$1,139.48	\$1,164.54	\$1,190.16	\$1,216.35	\$1,243.11
Electricity	\$3,000.00	\$3,066.00	\$3,133.45	\$3,202.39	\$3,272.84	\$3,344.84	\$3,418.43	\$3,493.63	\$3,570.49	\$3,649.05	\$3,729.32
Natural Gas	\$1,700.00	\$1,737.40	\$1,775.62	\$1,814.69	\$1,854.61	\$1,895.41	\$1,937.11	\$1,979.73	\$2,023.28	\$2,067.79	\$2,113.28
Recycling	\$8,000.00	\$8,176.00	\$8,355.87	\$8,539.70	\$8,727.57	\$8,919.58	\$9,115.81	\$9,316.36	\$9,521.32	\$9,730.79	\$9,944.87
Contracts	\$39,150.00	\$40,011.30	\$40,891.55	\$41,791.16	\$42,710.57	\$43,650.20	\$44,610.51	\$45,591.94	\$46,594.96	\$47,620.05	\$48,667.69
Mileage Expense	\$500.00	\$511.00	\$522.24	\$533.73	\$545.47	\$557.47	\$569.74	\$582.27	\$595.08	\$608.17	\$621.55
Meals/Lodging/Parking/Misc.	\$200.00	\$204.40	\$208.90	\$213.49	\$218.19	\$222.99	\$227.90	\$232.91	\$238.03	\$243.27	\$248.62
Motor Pool Expenses	\$500.00	\$511.00	\$522.24	\$533.73	\$545.47	\$557.47	\$569.74	\$582.27	\$595.08	\$608.17	\$621.55
Other Services & Charges	\$2,000.00	\$2,044.00	\$2,088.97	\$2,134.93	\$2,181.89	\$2,229.90	\$2,278.95	\$2,329.09	\$2,380.33	\$2,432.70	\$2,486.22
Operating Supplies	\$10,000.00	\$10,220.00	\$10,444.84	\$10,674.63	\$10,909.47	\$11,149.48	\$11,394.77	\$11,645.45	\$11,901.65	\$12,163.49	\$12,431.08
Building & Safety Supplies	\$3,740.00	\$3,822.28	\$3,906.37	\$3,992.31	\$4,080.14	\$4,169.90	\$4,261.64	\$4,355.40	\$4,451.22	\$4,549.14	\$4,649.22
Repair & Maintenance-Equipment	\$800.00	\$817.60	\$835.59	\$853.97	\$872.76	\$891.96	\$911.58	\$931.64	\$952.13	\$973.08	\$994.49
Repair & Maintenance-Other	\$500.00	\$511.00	\$522.24	\$533.73	\$545.47	\$557.47	\$569.74	\$582.27	\$595.08	\$608.17	\$621.55
<i>HHW Expenditures^[11]</i>	<i>\$205,005.00</i>	<i>\$209,515.11</i>	<i>\$214,124.44</i>	<i>\$218,835.18</i>	<i>\$223,649.55</i>	<i>\$228,569.84</i>	<i>\$233,598.38</i>	<i>\$238,737.55</i>	<i>\$243,989.77</i>	<i>\$249,357.55</i>	<i>\$254,843.41</i>
Total Annual Cost	\$1,704,093.00	\$1,741,583.05	\$1,779,897.87	\$1,819,055.63	\$1,859,074.85	\$1,899,974.50	\$1,941,773.94	\$1,984,492.96	\$2,028,151.81	\$2,072,771.15	\$2,118,372.11
Cost/HH/Year^[12]	\$113.28	\$114.75	\$116.24	\$117.75	\$119.46	\$121.19	\$122.95	\$124.73	\$126.54	\$128.52	\$130.54
Cost per Ton^[13]	\$8.04	\$10.98	\$11.11	\$11.24	\$11.38	\$11.51	\$11.65	\$11.79	\$11.93	\$12.07	\$12.21

Footnotes:

1. Calculated from Minnesota State Demographic Center and U.S. Census Bureau data and described in Section 2.
2. Calculated by dividing the total population by the number of households. Household data from the Minnesota State Demographic Center.
3. When this budget was approved, the Solid Waste tip fee was \$1.50 per ton. In November 2012, the County Board approved an increase of the tip fee by \$2.00 which resulted in a total of \$3.50 per ton. The increase will be incorporated into the County's 2014 budget, to be approved in 2013.
4. Includes revenue from hauler licenses, tire and mattress collection fees, SCORE grant, and County tip fee revenue of \$1.50 per ton of MSW disposed at SRRMF.
5. Revenue from the Greater Minnesota Landfill Clean-up Fee of \$6.66 per ton of MSW disposed at SRRMF.
6. Includes revenue from the sale of recyclable commodities processed at the County's MRF, transported, and sold to end-users.
7. Includes revenue from the MN Dept of Agriculture for pesticides collection, an MPCA grant, and revenue from the reciprocity agreement with Sibley County.
8. Includes staff salaries and wages, insurance, office supplies, operating costs, capital outlay, etc.
9. Consulting contract costs.
10. Includes MRF operating expenses, MRF staff salaries and wages, insurance, County curbside and drop-off recycling collection contract costs, transportation costs, etc.
11. Includes HHW staff salaries and wages, insurance, disposal contracts, transportation, HHW Facility operating expenses, public education, etc.
12. Total Annual Cost divided by the number of households.
13. Total Annual Cost divided by Total MSW Tons to SRRMF.

Appendix C
MCLEOD COUNTY
SOLID WASTE MANAGEMENT ORDINANCE

**McLEOD COUNTY
SOLID WASTE MANAGEMENT ORDINANCE**

1. TITLE

This Ordinance should be known and titled as the "McLeod County Solid Waste Management Ordinance"; when referred to herein, it shall be known as the "Ordinance".

2. PURPOSE AND COMPLIANCE

An ordinance authorizing and providing for County Solid Waste Management; establishing powers and duties in connection therewith; establishing standards and requirements for solid waste management operations within the incorporated and unincorporated areas of the County of McLeod; requiring licenses and permits for storage, collection, transportation, processing, and disposal of solid waste in accordance with the McLeod County Solid Waste Management Plan; embodying and supplementing the minimum standards and requirements established by rules of the Minnesota Pollution Control Agency; providing for enforcement of said requirements; requiring performance bonds and insurance and imposing penalties for failure to comply with these provisions. Further, the purpose and objective thereof is to promote health, welfare and safety of the public and protect resources of land, water and air.

The County Board of McLeod County, Minnesota does ordain:

3. LEGAL AUTHORITY

This Ordinance is enacted pursuant to Minnesota Statutes, Chapters 115, 115A, 115B, 116, 375, and 400.

- 3.1. This Ordinance supersedes all provisions of any McLeod County ordinance that relates to control and collection of solid waste.
- 3.2. The governing body of any town or local unit of government may continue to exercise the authority to plan solid waste management, but after the adoption of official controls for a county by the County Board of Commissioners, no local unit of government shall enact official controls inconsistent with the standards prescribed in this Ordinance. Nothing in this Section will limit any local governmental unit to exercise a more restrictive ordinance than provided in the controls adopted by the County.
- 3.3. It is not otherwise intended by this Ordinance to repeal, abrogate or impair any existing restrictions or ordinances other than solid waste ordinances to the extent specified above. Where the conditions imposed by any provisions of this Ordinance are either more restrictive than comparable conditions imposed by any other provisions of this Ordinance or any other applicable law, ordinance, rule and

regulation, the provision which established the higher standards for the promotion and protection of the public health, safety and general welfare shall prevail.

The McLeod County Solid Waste Ordinance passed May 7, 1974, all amendments thereof and supplemental thereto, are hereby repealed.

4. DEFINITIONS

The following words and phrases used in this Ordinance, unless the context clearly indicates otherwise, shall have the meaning ascribed to them in this Section.

- 4.01. **"Air contaminant"** means the presence in the outdoor atmosphere of any dust, fumes, mist, vapor, gas or gaseous fluid or particular substance differing in composition from or exceeding in concentration, the natural components of the atmosphere.
- 4.02. **"Air pollutant"** means the presence in the outdoor atmosphere of any air contaminant or combination thereof, in such quantity, of such nature and duration and under such conditions as would be injurious to human health or welfare, to animal or plant life, to property or to interfere unreasonable with the enjoyment of life and property.
- 4.03. **"Composting"** is defined as the controlled biological decomposition and management of selected waste to produce an innocuous, humus-like material which can be used as a soil conditioner.
- 4.04. **"Construction and Demolition landfill"** is defined as an area of land used for the disposal of construction and demolition waste without creating nuisances or hazards to the environment, public health and safety and is operated in compliance with the provisions of this Ordinance.
- 4.05. **"Construction and Demolition waste"** is defined as material normally found in buildings to be demolished or constructed such as, but not limited to, bricks, stone facing, concrete, cement blocks, stucco, plaster, wall boards, glass, pipe, wire, metal, plastic and any inert materials as may be approved by the Solid Waste Officer.
- 4.06. **"County"** means any department or representative of McLeod County who is authorized by the Ordinance, or otherwise by the County Board of Commissioners, to represent McLeod County in the enforcement and administration of this Ordinance.
- 4.07. **"County Board"** is the McLeod County Board of Commissioners.
- 4.08. **"Cover material"** means material approved by the agency that is used to cover compacted solid waste in a land disposal site. Important general characteristics of good cover material are low permeability, uniform texture, cohesiveness, and compactibility.

- 4.09. **"Cubic yard"** is defined as a cubic yard of solid waste as received at the entrance of a waste facility. Waste facilities and haulers weighing and reporting tons of solid waste received at the entrance shall use the conversion factor of 3.33 yd³ per ton of solid waste when required or authorized by this Ordinance.
- 4.10. **"Garbage"** means materials resulting from handling, processing, storage, preparation, serving and consumption of food and various food by-products.
- 4.11. **"Generator"** means any person or entity whose actions or process produces solid waste.
- 4.12. **"Household hazardous waste (HHW)"** means any waste generated from household activity that exhibits the characteristics of, or that is listed as, hazardous waste under MPCA rules, but does not include waste from commercial activities that is generated, stored or present in a household. Household hazardous waste includes, but is not limited to paints, solvents, cleaners, pesticides, herbicides, paint thinner, drain openers, varnishes, stains and adhesives.
- 4.13. **"I/C/I"** means any institutional, commercial and industrial solid waste entity.
- 4.14. **"Incineration"** means the process by which solid waste is burned for the purpose of volume and weight reduction in facilities designed for such use.
- 4.15. **"Land disposal facility"** means any tract or parcel of land, including any constructed facility, at which solid waste is disposed of in or on the land.
- 4.16. **"Land pollution"** means the presence in or on the land of any solid waste in such quantity, nature or duration, and under such conditions as would affect injuriously any waters of the state, create air contaminants or cause air pollution.
- 4.17. **"Mixed municipal solid waste (MMSW)"** is defined as garbage, refuse and other solid waste from residential, commercial, industrial, institutional and community activities which is generated and collected in aggregate, but does not include auto hulks, street sweepings, ash, demolition waste, mining debris, sludges, tree and agricultural waste, tires, pesticides, hazardous waste and other materials collected, processed and disposed of as separate waste streams.
- 4.18. **"MPCA"** means the Minnesota Pollution Control Agency.
- 4.19. **"Notice of Violation"** is defined as a formal written notice issued by County staff to notify a party that he or she is in violation of a County Ordinance. This notice will inform the party of the alleged violation(s), the nature and extent of the violation(s), and the required corrective actions. The notice of Violation shall also specify additional actions that will be taken by the County, such as the inclusion of Notice of Violation Orders into a Final Order

or Consent Order and/or the issuance of a citation, as well as specific timeframes in which these actions will be completed.

- 4.20. **"Open burning"** is burning any matter whereby the resultant combustion products are emitted directly to open atmosphere without passing through an adequate stack, duct or chimney.
- 4.21. **"Open dump"** is a land disposal site at which solid waste is disposed of in a manner that does not protect the environment, is susceptible to open burning and is exposed to the elements, insects, rodents and scavengers.
- 4.22. **"Operation"** means any site, facility or activity relating to solid waste management.
- 4.23. **"Packer truck"** means a truck with a solid waste container that compacts refuse by hydraulic method or other mechanical means.
- 4.24. **"Person"** means any human being; municipality, public subdivision or other governmental or public agency; public or private corporation; partnership, firm or association; other organization; receiver, trustee, assignee, agent; other legal representative of any of the foregoing; or other legal entity.
- 4.25. **"Putrescible material or garbage"** means solid waste which is capable of becoming rotten or which may reach a foul state of decay or decomposition.
- 4.26. **"Recyclables"** means those materials found within MMSW that have been designated by the Solid Waste Officer as subject to source separation and recycling.
- 4.27. **"Recyclables Hauler"** means any person who owns, operates or leases vehicles for the purpose of collection and transportation of materials that have been designated by the Solid Waste Officer as subject to source separation and recycling.
- 4.28. **"Recycler"** means any business established to collect, transport, process, store, redeem or dispose of recyclables.
- 4.29. **"Recycling"** means the process of collecting and preparing recyclable materials and reusing the materials in their original form or using them in manufacturing processes that do not cause the destruction of recyclable materials in a manner that precludes further use.
- 4.30. **"Recycling facility"** is defined as a site used only to collect and prepare recyclables for reuse in their original form, or for use in a manufacturing process.
- 4.31. **"Shoreland"** is defined as land located within the following distances from the ordinary high water mark of public waters: (a) land within 1,000 feet from the normal high water mark of a lake, pond, reservoir impoundment or

flowage; and (b) land within 300 feet of a river or stream or the landward side of a flood plain delineated by ordinance on such a river or stream, whichever is greater.

- 4.32. **"Site or facility"** is defined as all real or personal property which is, or may be, used for the utilization, processing or final disposal of solid waste and which requires a license for disposal therein under the provision of this Ordinance. Solid waste site or facility includes, but is not limited to, transfer stations, special waste processing facilities, compost facilities, infectious waste facilities, and waste-to-energy facilities.
- 4.33. **"Solid waste"** is defined as garbage, refuse, demolition waste, sludge from a water supply treatment plant or air contaminant treatment facility and other discarded solid waste materials and sludges in solid, semi-solid, liquid or contained gaseous form, but does not include hazardous waste, animal waste used as fertilizer, earthen fill, boulders, rock, sewage sludge, solids or dissolved material in domestic sewage or other pollutants in water resources, such as silt, dissolved or suspended solids in industrial waste water effluents or discharges or other common water pollutants.
- 4.34. **"Solid Waste Advisory Committee (SWAC)"** is defined as the representative body from city and County government, local business and industry, waste haulers and the general public from within McLeod County designated the responsibility of monitoring and reviewing all solid waste abatement and recycling programs; initiating new solid waste action plans; deciding upon disbursement of bonds and grants for all solid waste abatement and recycling programs; reviewing and recommending County fee authority options on all solid waste generated within and outside the County; and recommending solid waste action plans to the County Board.
- 4.35. **"Solid waste hauler"** means any person who owns, operates or leases vehicles for the purpose of collection and transportation of any type of solid waste, including recyclables and yard waste, and is under contract or other agreement with the solid waste generator.
- 4.36. **"Solid waste management"** means the storage, collection and removal of solid waste from public and private property, its transportation to intermediate or final disposal facilities and its disposal by approved methods; the management of a recycling program, solid waste education and other solid waste operations or services.
- 4.37. **"Source separation"** means the separation by the generator of any material for the purposes of preventing its introduction into the MMSW stream.
- 4.38. **"State"** means the State of Minnesota.
- 4.39. **"Tipping fee"** is defined as the fee charged to haulers or other persons for waste delivered to a designated site or facility, exclusive of any separate charges imposed by local, state or federal government.

- 4.40. **"Toxic and hazardous waste/hazardous substance"** shall have meanings given it in Minnesota Statutes 115B.02, Subdivisions 8 and 9.
- 4.41. **"Transfer station"** is defined as an intermediate solid waste facility in which solid waste collected from any source is temporarily deposited to await transportation to the final disposal site or facility.
- 4.42. **"Waste tire"** is defined as solid waste which consists of the rubber or other resilient material product which is used on a vehicle or other equipment wheel to provide tread which is discarded or which cannot be used for its original purpose because it is used, damaged or defective.
- 4.43. **"Water pollution"** means the contamination of any waters of the State so as to create a nuisance or enter such waters as unclean or impure; and to be actually or potentially harmful or detrimental or injurious to public health, safety or welfare, to domestic, commercial or industrial use or to animals, birds, fish or other aquatic life.
- 4.44. **"Waters of the State"** means all lakes, streams, ponds, marshes, water courses, water ways, wells, springs, reservoirs, aquifers, irrigation systems and all other bodies or accumulations of water, surface or underground, natural or artificial, public or private, which are contained within, flow through or border upon the State or any portion thereof.
- 4.45. **"White Goods"** means major appliances. Major appliances include, but are not limited to, clothes washers and dryers, dishwashers, hot water heaters, garbage disposals, microwave ovens, trash compactors, conventional ovens, ranges and stoves, humidifiers and dehumidifiers, air conditioners, refrigerators, freezers, furnaces and other as defined in Minnesota Statutes 115A.03, Subdivision 17a.
- 4.46. **"Yard waste"** means garden waste, leaves, lawn cuttings, weeds and prunings generated on residential or commercial properties. For this definition, prunings are defined as the green stemmed portion of plants and does not include tree trimmings.
- 4.47. **"Yard waste hauler"** means any person who owns, operates, or leases vehicles for the purpose of collection and transportation of any type of garden waste, leaves, lawn cuttings, weeds, and prunings generated on residential or commercial properties. For this definition, prunings are defined as the green stemmed portion of plants and does not include tree trimmings.

5. ADMINISTRATION

5.1. Solid Waste Officer

There shall be appointed by the McLeod County Board of Commissioners a Solid Waste Officer who shall be responsible for the administration of this Ordinance.

5.2. **Duties**

The Solid Waste Officer shall have all necessary authority to implement and carry out the provisions of this Ordinance including, but not limited to, the following:

- 5.2.1. To review and consider all applications and supporting materials which are referred to the Solid Waste Officer for operations within the County, and after such review and consideration, to recommend in writing, with documentation, to the County Board whether a license should be granted or denied.
- 5.2.2. To enter upon premises and into buildings to inspect operations to determine compliance and to investigate complaints about violations of this Ordinance, subject to the specific authority granted and limitations thereof set forth hereinafter.
- 5.2.3. To recommend to the County Attorney that legal proceedings be initiated against a person or group of persons to compel compliance with the provisions of this Ordinance or to terminate or control an operation not in compliance with this Ordinance.
- 5.2.4. To encourage and conduct studies, investigations and research relating to aspects of solid waste management as directed by the SWAC or County Board, including, but not limited to, methodology, chemical and physical considerations and engineering.
- 5.2.5. To advise, consult and cooperate with the public and other governmental agencies in furtherance of the purpose of this Ordinance.
- 5.2.6. To plan, implement and administer all County operated solid waste management facilities.

5.3 **Solid Waste Advisory Committee**

5.3.1. **Duties**

There shall serve a representative body from City and County government, local business and industry, waste haulers and the general public from within the County designated the responsibility, but not limited to, monitoring and reviewing all solid waste management programs, including source reduction, recycling, composting, and landfilling, and will recommend solid waste action plans to the County Board.

6. **GENERAL PROVISIONS**

- 6.1. No person shall cause, permit or allow his land or property under his control to be used for solid waste management purposes, and no solid waste shall be deposited or otherwise disposed of within the County of McLeod, except at the county sanitary landfill or at an operation for which a license has been granted by the County Board. A license shall not be required under this Ordinance for any site used for the disposal

of solid waste from only a single family or household, a member of which is the owner, occupant or lessee of the property, but such site shall be operated and maintained in a nuisance-free and aesthetic manner consistent with the intent of this Ordinance.

Any operation to be used for any method of solid waste management not otherwise provided for in this Ordinance must be licensed by the County Board before operation may commence. The license application shall include sets of complete plans, specifications, design data, ultimate land use plan, if applicable, and proposed operating procedures prepared by a registered professional engineer of the State of Minnesota. Where applicable, the applicant shall procure and include with the application a conditional use permit if required by the County Zoning Ordinance.

- 6.2. A permit shall not be required from a state agency, except under Minnesota Statutes 88.16, 88.17, and 88.22 for a person who owns or operates land used for farming that buries, or burns and buries, solid waste generated from the person's household or as part of the person's farming operation if the burying is done in a nuisance-free, pollution free, and aesthetic manner on the land used for farming. This exception however does not apply if there is regularly scheduled pickup of solid waste as determined by resolution of the McLeod County Board.
- 6.3 Pursuant to Minnesota Statute 17.135, the above exemption in Section 6.2 does not apply to burning tires or plastics, except baling twine, or waste as defined in Minnesota Statute 115A.96, Subdivision 1; appliances, including but not limited to, major appliances as defined in Minnesota Statute 115A.03, Subdivision 17A; household batteries, used motor oil; and lead acid batteries from motor vehicles.
- 6.4. Owners and managers of every property shall be responsible for maintaining all open areas free of improperly stored solid waste accumulations. For purposes of this Ordinance this shall include: (1) animal feces, brush piles, inoperable machines, appliances, fixtures and equipment that have no substantial value and can be reasonably considered solid waste; (b) lumber piles and building materials, unless being actively used by a business or construction requiring use of such lumber and materials; (c) tin cans, broken glass, broken furniture, boxes, crates and other debris; and (d) other forms of MMSW. Nothing in this Section is designed to restrict the commonly accepted activities of agricultural farms and duly established and licensed automobile, scrap iron, metal recyclers and salvage operations.
- 6.5. After receiving an application for an operation, the County Board shall refer such application to the County Solid Waste Officer who shall give his recommendation to the County Board concerning whether it should issue or deny the license. Per Section 9.12, the County Board has 30 days to either grant or deny the license. If an applicant is denied a license, he shall be notified in writing of the reasons therefore by the County Board. A denial shall be without prejudice to the applicant's right to an appearance before the County Board or to his right to file a further application after revisions are made to satisfy objections specified as reasons for the dismissal.
- 6.6. The County Board shall refuse to issue a license for any operation which does not comply with this Ordinance, Agency regulations and the County's solid waste

management plan, or for any operation which the County Board feels may be detrimental to the citizens of the County as a whole.

- 6.7. Unless otherwise provided by the County Board, issuance of any license pursuant to the provisions of this Ordinance shall be contingent upon the applicant furnishing to the County a bond in an amount to be set by the County Board and naming the County as obligee with sufficient sureties duly licensed and authorized to transact business in the State of Minnesota as sureties. The condition of such bond shall be that if the principal fails to comply with any of the requirements or fails to perform any of the acts required of an operation or ceases to operate or abandons the operation, and the County is required to expend any moneys or expend any labor or material to restore the operation to a condition in compliance with this Ordinance, the obligor and the sureties on its bond shall reimburse the County for any and all expenses incurred to remedy failure to the principal to comply with the terms of the Ordinance, and the obligor and its sureties will indemnify and hold the County harmless from all losses, costs and charges that may occur to the County because of any default of the obligor under the terms of the license to operate and Ordinances of the County. The performance bond shall be subject to cancellation by the surety at any time only upon giving one hundred twenty (120) days prior written notice of cancellation to the County. In lieu of part or all of said bond, the licensee may provide evidence of financial assurance in a form acceptable to the County Board to be used to bring the facility or activity into compliance with said requirements.
- 6.8. The licensee shall furnish to the County certificates of insurance issued by insurers, duly licensed within the State, covering public liability insurance, including general liability, automobile liability, completed operations liability and bodily injury liability in amounts to be set by the County Board. In addition, the licensee shall provide evidence of worker's compensation coverage in the required statutory amounts.
- 6.9. The County Board shall, by resolution, establish fees, including fees for the application, initial license, renewal of license and such other fees as may be necessary for the administration of this Ordinance. The County Board may waive fees for any political subdivision applying for a solid waste license.
- 6.10. Any license granted by the County Board under the provisions of this Ordinance may be suspended at any time for noncompliance with the provisions of this Ordinance or applicable state laws and regulations, or upon written notification by the Solid Waste Officer or by an authorized representative of the Agency, that the continued use of the operation may endanger the health, welfare or safety of the public or may cause pollution or impairment of the environment. The notice of suspension may be served upon the licensee personally or by leaving the same at the licensed premises with the person in charge thereof. A copy thereof shall be provided to the County Board. A license may be revoked only after the County Board has held a public hearing at which the licensee and other persons wishing to be heard concerning use of the operations shall have the right to be heard. The date of the hearing for license revocation shall be set by the County Board and shall not be held earlier than ten (10) calendar days after notice of said hearing was mailed to the licensee. Evidence may be presented and received in a manner consistent with the rules of evidence applied in

civil cases. A transcript thereof shall be made by tape recording or other suitable technique approved by the County Board. If, pursuant to said hearing, the County Board shall determine that the operation has been conducted in violation of this Ordinance, the Board may revoke the license or continue such suspension in effect until the operator has demonstrated that full compliance with the ordinance has been attained and that such compliance will be continued in the foreseeable future.

- 6.11. Routine inspection and evaluation of an operation shall be made by the Solid Waste Officer at such frequency as to insure compliance by the operation consistent with the provisions of this Ordinance. The licensee shall be provided with a written inspection report containing a precise description of any deficiencies, recommendations for the correction and the date when the correction shall be accomplished.
- 6.12. Where the conditions imposed by any provision of this Ordinance are either more restrictive or less restrictive than comparable conditions imposed by any other provisions of this Ordinance, or any other applicable law, ordinance, rule or regulation, the provision which establishes the higher standards for the promotion of the public health, safety and general welfare shall prevail.

7. SOLID WASTE STORAGE AND CONTAINERS

- 7.1. The owner, lessee and occupant of any single or multi-family dwelling, business establishment, industry and all other premises shall be responsible for the satisfactory storage of all solid waste accumulated at that premises, business establishment or industry. No building, structure, area, or premises shall be constructed or maintained for occupancy, use or assembly without adequate facilities for sanitary and safe storage, collection, transportation, and disposal of all solid wastes.
- 7.2. Property owners shall cause occupants and employees to store waste for removal in the solid waste storage facilities and containers provided. The property owner shall not knowingly permit solid waste to be placed in locations or in a manner that the solid waste can be scattered by water, wind, animals or insects.
- 7.3. Every property shall be supplied with adequate solid waste storage facilities and containers. Such facilities and containers shall be supplied by the owner of the property or by contract with a commercial hauler.
- 7.4. Putrescible waste, including, but not limited to, garbage shall be stored and maintained in: (a) durable, rust-resistant, non-absorbent, water-tight, rodent-proof, and easily cleanable containers, with close-fitting, fly-tight covers preventing insect breeding and having adequate handles to facilitate handling; or (b) other types of containers which are acceptable to the solid waste collections services, comply with Agency regulations, and are approved by the Solid Waste Officer. The size and allowable weight-to-volume of the containers may be determined by the solid waste collection service as approved by the Solid Waste Officer.

- 7.5. Solid waste shall be stored in durable containers or as otherwise provided in this Ordinance. Where putrescible wastes are stored in combination with non-putrescible wastes, containers for the storage of the mixture shall meet requirements for putrescible waste containers.
- 7.6. Solid waste objects or materials too large or otherwise unsuitable for storage containers shall be stored in a manner which is pollution-free, nuisance-free and satisfactory to the Solid Waste Officer.
- 7.7. Toxic/hazardous waste shall be stored in durable, leak-proof containers and shall be "painted and marked" so as to easily identify the container as toxic or hazardous waste consistent with federal and state regulations. All previous lettering and numbering will be obliterated from the container. The container will be marked in an easily identified area using a permanent marker to provide a description of the waste and the start date. Such waste shall be stored in a safe location and be in compliance with MPCA regulations and the Ordinance. In any case, a generator of hazardous waste must comply with all federal and state laws and regulations applicable to the generation, storage, transportation, processing and disposal of hazardous waste (whichever laws and regulations are more stringent).
- 7.8. Solid wastes shall not be stored on public or private property for more than two (2) weeks without the written approval of the Solid Waste Officer.
- 7.9. Non-putrescible waste, suitable and sorted for recycling, may be contained for more than ten (10) days if it is stored in an aesthetically acceptable manner that avoids unacceptable health risk or nuisances, and otherwise complies with this Ordinance.
- 7.10. Any hauler finding solid waste containers in use that appear not to be in compliance with this Ordinance shall report the non-compliance to the owner and Solid Waste Officer. If correction is not made within a reasonable amount of time the hauler may refuse to empty the container(s).
- 7.11. **Recyclable Materials**
- 7.11.1. The recyclables hauler, per approval by the Solid Waste Officer, may specify the type of container their customers must place the recyclables in. The containers must be provided by the recyclables hauler or already available to their customers at the time this Ordinance provision becomes effective.
- 7.11.2. The recyclables hauler may specify how a customer is to place their recyclables out for collection and how the recyclables are to be prepared. The Solid Waste Officer reserves the right to review and modify the amount of preparation required by the recyclables hauler in consideration of local recyclable market requirements.
- 7.12. **Yard Waste**
- 7.12.1 Plastic bags of any type are prohibited from use to dispose of yard waste at solid waste disposal facilities or composting facilities. Unless otherwise

indicated, plastic bags of any type may be used to transport yard waste to a solid waste disposal facility or composting facility but may not be disposed of at the facility.

8. COLLECTION AND TRANSPORTATION OF SOLID WASTES

- 8.1. It shall be unlawful for any hauler to collect or transport solid waste, including recyclable materials, within McLeod County without securing a license to do so from the Solid Waste Officer . This section does not apply to persons who collect and transport their own household solid waste.
- 8.2. Except as permitted by this Ordinance, solid waste shall not be transferred to another property or another property's waste storage facility or container, except with the written consent of the property owner receiving solid waste.

8.3. **Solid Waste Hauler Requirements**

8.3.1. The McLeod County Solid Waste Officer, with approval from the County Board may issue a license for the commercial hauling of solid waste if the following information is submitted as part of the solid waste licensing requirements:

- (a) Filing of an application for a solid waste hauling license upon a form provided by the County Board and available from the Solid Waste Officer.
- (b) Filing proof of comprehensive general liability insurance covering bodily injury and property damage (combined limit) in the amount of \$200,000 per person and \$600,000 per occurrence and personal injury in the amount of \$200,000 per person and \$600,000 per occurrence.
- (c) Filing proof of comprehensive automobile liability insurance including owned, non-owned and hired automobiles in the amount of \$200,000 per person and \$600,000 per occurrence.
- (d) Filing proof of a performance bond with sufficient sureties in the penal sum of \$2,000 which bond shall be conditioned upon the applicant's full compliance with this Ordinance, said bond to be subject to the approval of the County Board and the County Attorney.
- (e) The type, number and capacity of solid waste hauling vehicles used in McLeod County for solid waste collection and/or transportation. Such vehicles shall have leak-proof bodies of easily cleanable construction completely covered with metal or heavy canvas. Vehicles used for the collection and transportation of any solid waste must be loaded and transported in such a manner that the contents will not fall, leak, or spill. Where spillage does occur, the material shall be picked up immediately by the hauler and returned to the vehicle or container and the area properly cleaned.
- (f) Vehicles and containers used for the collection and transportation of toxic or hazardous wastes shall be durable, enclosed and leak proof and shall be constructed, loaded, transported and unloaded in a safe, sanitary and nuisance-free manner and consistent with Section 7.7.
- (g) Submission of a general description of the route to be followed by all solid waste hauling vehicles between the area(s) of collection and the solid waste disposal/processing facility.
- (h) Payment of an annual license fee set by resolution of the County Board. The Solid Waste Officer may, by resolution of the County Board, implement a license fee structure based on an annual per business solid waste collector's fee and a per vehicle fee based on the

number of solid waste hauling vehicles operated by the individual solid waste hauler. Non-payment of the annual per business solid waste collector's fee and the per vehicle fee shall be grounds for denial of license renewal. However, payment of the license fee may be waived by the County Board if the applicant is a governmental agency.

- (i) Commercial haulers of solid waste serving residential customers must charge for collection on the basis of the volume or weight of waste collected. For single family customers, the hauler must offer a minimum 1 can/bag/tag rate. The failure to offer volume/weight rates shall be grounds for license termination or denial of license renewal. A brief description of how the commercial solid waste hauler will comply with this rule shall be submitted with the license application and such additional information as the Solid Waste Officer may require.

8.3.2. All vehicles owned and operated by the Licensee shall display a license decal provided by the Solid Waste Officer visible on the driver's side of each vehicle. Vehicles used only for collecting source separated recyclables or hauling processed recyclables to market need not have a license decal, but the business must be licensed. In addition, the Licensee shall display the capacity of each vehicle, and the name, address, and telephone number of the Licensee on each side of the vehicle. Letters and numbers shall be visible and easily read.

8.3.3. The solid waste hauler shall provide customers or local units of government with a collection schedule specifying the day of collection that their customers are to place their solid waste out on their property for collection.

8.3.4. A hauler shall not accept for collection any solid waste within McLeod County the hauler knows or has reason to know contains:

- (a) Any of the recyclable materials as per agreement.
- (b) Any of the problem/banned materials listed in Section 12.

8.3.5. A solid waste hauler may collect and dispose of recyclable materials at a licensed facility only if such materials have been contaminated to the extent that contamination precludes its reuse, as defined in the recycling definition in Minnesota Statutes 115.03, Subdivisions 25a and 25b. Written permission to do as such however must be granted by the McLeod County Solid Waste Officer.

8.3.6. Municipalities or townships within McLeod County that contract with solid waste/recyclables haulers must contract with a hauler who is licensed by McLeod County. Contracts shall be consistent with the provisions in this Subsection.

- 8.3.7. The solid waste collection service will indemnify, defend and hold harmless the County Board, their agents, elected officials and employees from all claims, damages, losses, liabilities, costs, expenses and lawsuits, whatsoever, arising out of any act or omission on the part of the hauler or its contractors, agents, servants or employees in the performance of, or in relation to, any of the work or services to be performed or furnished by the hauler under the terms of this Ordinance.
- 8.3.8. The solid waste hauler and the vehicles used in collecting and transporting solid waste/designated recyclable materials within McLeod County must comply with all state and local laws and vehicle safety regulations. Solid waste hauling vehicles may be subject to approval and periodic inspection as required by the Minnesota Department of Transportation.

8.4. Recyclables Hauler Requirements

The McLeod County Solid Waste Officer, upon approval by the County Board, may issue a license for the commercial hauling of recyclable materials if the following information is submitted as part of the licensing requirements:

- 8.4.1. Fulfilling the requirements of Sections 8.1 and 8.2
- 8.4.2. Fulfilling the requirements of Section 8.3.1 - 8.3.8
- 8.4.3. For the purposes of this Section, in Sections 8.1, 8.2 and 8.3, the term "recyclables" shall replace the term "solid waste", "recyclables processing facility" shall replace "solid waste disposal facility" and "recyclables hauler" shall replace "solid waste hauler". These terms shall have meaning as defined in Section 8.

8.5. Quantity Reporting Requirements

8.5.1. MMSW Hauler Reporting Requirements

The MMSW hauler must submit an annual quantity report of all solid waste collected in McLeod County to the Solid Waste Officer within fourteen (14) days after the December 31 reporting period. The quantity report form, available from the Solid Waste Officer, will include a format to identify the weight in tons of all MMSW collected from McLeod County and delivered to in- and out-of-County disposal and processing facilities, as well as MMSW collected outside of McLeod County and transported to disposal and processing facilities located in McLeod County.

8.5.2. Recyclable Materials Hauler Reporting Requirements

The recyclables hauler must submit a quarterly quantity report of the recyclables collected from McLeod County to the Environmental Office within fourteen (14) days after the quarter-ending reporting period using a calendar year. The quantity report form, available from the Solid Waste Officer, will include a format to identify the weight in tons of all recyclable materials collected from McLeod County and delivered to in- and out-of-County recyclables processing facilities.

8.5.3. Yard Waste Hauler Reporting Requirements

Any hauler commercially collecting and transporting yard waste from McLeod County to an in- or out-of-County processing facility must submit an annual quantity report to the Environmental Office within fourteen (14) days after the December 31 reporting period. The quantity report form, available from the Solid Waste Officer, will include a format to identify the quantity, by volume, of yard waste collected and transported for processing.

9. SOLID WASTE MANAGEMENT AND ABATEMENT FACILITIES

9.1. Solid Waste Management and Abatement

Unless otherwise provided by this Ordinance, no person shall cause, permit or allow real or personal property under their control to be used for solid waste management purposes, except at an operation for which a license has been granted by the County Board. For the purposes of this Ordinance, solid waste management includes the following specific activities set forth herein. In addition to other requirements listed herein, applicants for licenses must meet all requirements of the stated rules and statutes:

9.1.1. Operation of MSW Land Disposal Facilities, Minnesota Rules 7035.

9.1.2. Operation of Construction and Demolition Land Disposal Facilities, Minnesota Rules 7001.3425.

- 9.1.3. Operation of Composting and Co-Composting Facilities, Minnesota Rules 7035.
- 9.1.4. Operation of Recycling Facilities, Minnesota Rules 7035.
- 9.1.5. Operation of Transfer Station Facilities, Minnesota Rules 7035.
- 9.1.6. Solid Waste Storage, Minnesota Rules 7035.
- 9.1.7. Waste Tires, Minnesota Rules 7035 and 9220 and Minnesota Statutes 115A.
- 9.1.8. Collection and Transportation of Solid Waste, Minnesota Rules 7035.

9.2. Commencement of Operations

Applicants for a license shall not commence any operation until the license application has been reviewed by the Solid Waste Officer and approved by the County Board. A solid waste facility operating license shall not be issued until the facility construction has been completed in compliance with this Ordinance and the approved plans and have been reviewed by the Solid Waste Officer and approved by the County Board. The County Board, may at its discretion, require additional information as outlined in this Ordinance.

9.3. License Requirement and Non-Transferability

A license issued by the County Board shall be required for any solid waste operation. This license shall not be transferable under any condition without the express approval and written consent of the County Board.

9.4. Licensing

Unless otherwise provided by the County Board, the license year for solid waste operations shall be from July 1 through June 30.

Solid waste licenses' fees shall be paid annually as a condition for license renewal. Application for renewal of solid waste licenses shall be made in writing to the Solid Waste Officer by April 30th of each year. The application for renewal shall contain a statement of any changes in the information submitted in the last approved license application. Licenses may be purchased for less than one year, but the license fee shall not be prorated. Fees shall be paid to the County prior to issuance of license. Licenses shall not be transferred except by approval of the County Board.

9.5. Plans/Specifications/Reports Submittal

For facilities requiring an MPCA permit for a solid waste operation, the applicant for a license or license renewal may, upon request, be required to submit a complete set of plans, specifications and/or reports to the Solid Waste Officer.

9.6 Permit-by-Rule Sites

The owner or operator of a solid waste facility is deemed to have obtained a solid waste management facility permit without making application for it, if the Minnesota Pollution Control Agency commissioner finds that the facility meets the requirements set forth in Minnesota Rules 7001.3050, including notifying in writing the Solid Waste Officer, and the owner/operator of the facility obtains a conditional use permit, if required under the County Zoning Ordinance.

9.7. Non-Profit Recycling Permits

Civic or non-profit organizations, school groups, service clubs or others who collect recyclable materials to support their organizations or to provide a community service will not be required to obtain a license. All submittals, as required by an applicable MPCA permit, shall also be submitted to the Solid Waste Officer .

9.8. Consent of Governing Body

The applicant must submit to the Solid Waste Officer written proof that the municipal or township governing body, in which solid waste operations are located, has considered the establishment of solid waste operations with respect to zoning and other applicable regulations and the position, recommendation or other position of said governing body to the proposed activity.

9.9. Conditional Use Order

In accordance with the provisions of Section 25 of the McLeod County Zoning Ordinance and by resolution of the County Board, a Conditional Use Permit may be granted for proposed and/or operating solid waste facilities. Plans of such buildings and supporting infrastructure shall be reviewed by the Solid Waste Advisory Committee and upon a formal public hearing conducted by the McLeod County Planning Commission, a conditional use order may be granted. If a Conditional Use Permit is granted, an updated annual plan of operation must be kept on file with the County . As part of any future Conditional Use Permit, the County Board may require an environmental assessment worksheet ("EAW") or other such environmental review as directed by the McLeod County Board.

9.10. Submittals to the State

All submittals to the State, during the state permitting and/or licensing process for solid waste operations, shall also be submitted to the Solid Waste Officer.

9.11. Waivers

The applicant shall provide such additional data as may be requested by the Solid Waste Officer or the County Board. The County Board may waive a requirement for submitting certain information if such a waiver will not endanger the health or safety of the public.

9.12. Application Response

After receiving a completed application for the operation of a solid waste operation, the County Board shall have 30 days to either grant or deny the license or license renewal or suspension or revocation of an issued license.

9.13. Insurance Requirements

The licensee shall furnish to the County certificates of insurance issued by insurers, duly licensed within the State, covering public liability insurance, including general liability, automobile liability, completed operations liability and bodily injury liability in amounts to be set by the County Board. In addition, the licensee shall provide evidence of worker's compensation coverage in the required statutory amounts.

9.14. Financial Assurance

To the extent not otherwise required by federal or state authorities and unless otherwise provided by the County, issuance or renewal of any license shall be contingent upon the owner of the operation, the operator or both, providing financial assurance for the closure, post-closure maintenance and monitoring of the site or facility. Use of this financial assurance shall be limited to the site or facility for which it was provided. Documentation submitted with the application for approval by the County Board shall include funding procedures, a description of the funding method, the value of the funding and an inflation adjusted cost estimate which assess that the closure and post-closure activities at the site or facility take place. The amount of the financial assurance shall be equal to or exceed the total estimated post-closure costs specified in the approved post-closure plan.

9.15. Fees

The County Board shall, by resolution, establish fees, including fees for the application, initial license, renewal of license and such other fees as may be necessary for the administration of this Ordinance. The County Board may waive fees for any political subdivision applying for a solid waste license.

9.16. Solid Waste Facility Reporting Requirements

All solid waste facility operators must submit a monthly quantity report of all solid waste received to the Solid Waste Officer within fourteen (14) days after the first of the following month and an annual quantity report no later than January 31 following the December 31 reporting period. The quantity report form, available from the Solid Waste Officer, will include a format to identify the weight in tons of all solid waste received from in- and out-of-the-County.

9.17. Solid Waste Facility Closure

9.17.1. Solid waste facility operations shall be terminated in accordance with state and federal law, and adhere to the following closure procedure so as to

prevent the creation of air, water or land pollution, a public nuisance, or a threat to the public health, welfare or safety.

The person or persons having the responsibility for the operation of the site must accomplish the closure of the site in accordance with Minnesota Statute 7035.2625 and shall also include the following procedures:

- (a) Designate a substitute site or facility which has been approved by the Agency and notify the local media and the general public of the closing and of the substitute site per Minnesota Statute 7035.2625.
- (b) Close access to the site and prohibit continued use of the site.
- (c) Eradicate rodents.
- (d) Provide any additional necessary measures to protect underground and surface water.
- (e) Record a detailed description, including a plat and other information of interest to potential land owners with the county register of deeds.
- (f) The County Solid Waste Officer shall properly complete the site closure record and submit it to the Agency.

10. INDUSTRIAL/COMMERCIAL/INSTITUTIONAL GENERATOR REPORTING REQUIREMENTS

10.1 I/C/I Materials Recovery and Recycling Reporting Requirements

To advance the goals and objectives of the McLeod County solid waste management efforts, the Solid Waste Officer will work cooperatively with industrial, commercial and institutional entities to establish annual solid waste materials recovery and recycling reporting requirements.

10.2 I/C/I Disposal Reporting Requirements

To advance the goals and objectives of the McLeod County solid waste management efforts, the Solid Waste Officer will work cooperatively with industrial, commercial and institutional entities to establish annual solid waste disposal reporting requirements.

11. SOLID WASTE MANAGEMENT FACILITY FEES AND CHARGES

The County may impose solid waste management disposal fees and charges pursuant to Minnesota Statute 115A.919.

11.1. County Landfill Surcharge/Fee

Pursuant to Minnesota Statute 115A.919, Subdivision 1, the County may impose a fee, by cubic yard of waste or its equivalent, on operators of facilities for the disposal of mixed municipal solid waste or construction debris located within the County. The revenue from the fees shall be credited to the County general fund and shall be used only for landfill abatement purposes, or costs of closure, postclosure care, and response actions or for purposes of mitigating and compensating for the local risks, costs, and other adverse effects of facilities.

Fees for construction and demolition debris facilities may not exceed 50 cents per cubic yard. Revenues from the fees must offset any financial assurances required by the County for a construction and demolition debris facility. The maximum revenue that may be collected for a construction and demolition debris facility must be determined by multiplying the total permitted capacity of the facility by 15 cents per cubic yard. Once the maximum revenue has been collected for a facility, the fee may no longer be imposed. The limitation on these fees and fees pursuant to Minnesota Statute 115A.921, are not intended to alter the liability of the facility operator or the authority of the Agency to impose financial assurance requirements.

11.2. **Greater Minnesota Landfill Cleanup Fee**

Pursuant to Minnesota Statute 115A.923, Subdivision 1, the operator of a mixed municipal solid waste disposal facility outside of the metropolitan area shall charge a fee on solid waste accepted and disposed of at the facility and revenues from such fees shall be credited to the county general fund and shall be used only for landfill abatement purposes, i.e. costs of closure, post-closure care, and response actions or for purposes of mitigating and compensating for the local risks, costs and other adverse effects of facilities. Fees shall be charged according to the following:

- (a) A facility that weighs the waste that it accepts must charge a fee of \$6.66 per ton of waste accepted at the entrance of the facility.
- (b) A facility that does not weigh the waste but that measures the volume of the waste that it accepts must charge a fee of \$2 per cubic yard of waste accepted at the entrance of the facility.
- (c) Waste residue from recycling facilities at which recyclable materials are separated or processed for the purpose of recycling, or from energy and resource recovery facilities at which solid waste is processed for the purpose of extracting, reducing, converting to energy, or otherwise separating and preparing solid waste for reuse is exempt from the fee imposed by this subdivision if there is at least an 85% weight reduction in the solid waste processed. To qualify for this exemption, waste residue must be brought to a disposal facility separately. The Commissioner of the Minnesota Pollution Control Agency shall prescribe procedures for determining the amount of waste residue qualifying for exemption.

11.3. **Out-of-County Disposal Fee**

[reserved]

11.4. **Service Fees**

[reserved]

12. **COLLECTION, STORAGE AND DISPOSAL OF PROBLEM/BANNED MATERIALS**

12.1. **Waste Tires**

12.1.1. **State Rules.** Minnesota Waste Tire Permit Rules 7001 and 9220 are hereby incorporated by reference, as amended.

12.1.2. **Land Disposal Prohibition.** The disposal of waste tires by burying in land is prohibited (Minnesota Statutes 115A.904).

12.1.3. **MMSW Prohibition.** The disposal of waste tires in MMSW is prohibited.

12.1.4. **Residential Storage Limits.** No more than ten (10) waste tires may be stored within the boundaries of any residential lot.

12.1.5. **Non-Residential Storage Limits.** No more than one hundred (100) waste tires may be stored on any non-residential lot except at a properly licensed solid waste facility.

12.1.6. **Exceptions.** Exceptions to Section 12.1.4. and 12.1.5. may be allowed when waste tires are utilized outside of a building for decorative, recreational, structural, construction or agricultural purposes provided they comply with the requirements of other applicable laws or Sections of this Ordinance.

12.1.7. **Water Retention Prevention.** Waste tires within one thousand (1000) feet of a residence shall be stored or utilized in a manner that prevents water from being retained in the tires.

12.1.8. **Waste Tire Placement.** Waste tires shall not be placed, stored, left or permitted to remain in a lake, stream, wetland, sinkhole, gully, waterway, flood plain or shoreland.

12.1.9. **Violation.** The owner of the land or premises upon which waste tires are located in violation of this Ordinance, shall be obligated to remove them to a licensed solid waste facility or obtain the license required by this Ordinance within one year of the effective date of this Ordinance, or such later date as approved by the County Board.

12.2. **White Goods**

12.2.1. **White Goods Prohibition.** Pursuant to Minnesota Statutes 115A.9561, no person shall place white goods in MMSW or dispose of them in or on the land or in a solid waste processing or disposal facility.

12.2.2. **Recycling Required.** White goods must be reused or recycled including; the removal of capacitors and ballasts that may contain PCBs, the removal of chlorofluorocarbon (CFC) refrigerant gases, and, the recycling or reuse of the metals, including mercury, in accordance with Minnesota Statutes 115A.9561, Subdivision 2 and 116.731.

12.2.3. **Storage Requirements.** Loading, unloading, transporting and storing of white goods must be done in such a manner as to minimize damage to the components of the unit during handling.

12.3 **Used Oil**

12.3.1. **Used Oil Prohibition.** A person may not place motor vehicle fluids or filters in MMSW or place such fluids in or on the land, unless approved by the MPCA (Minnesota Statutes 115A.916).

12.4. **Yard Waste**

12.4.1. **Yard Waste Prohibition**

Yard waste including, but not limited to, garden waste, lawn cuttings, weeds or prunings, shall not be disposed of in MMSW in a land disposal facility or in a resource recovery facility, except for the purpose of composting or co-composting as per MPCA Rules 7035.2835, Subdivision 3, as amended (Minnesota Statutes 115A.931).

12.5. **Batteries**

12.5.1. **Lead Acid Batteries**

A person may not dispose of a lead acid battery in MMSW or dispose of a lead acid battery (Minnesota Statutes 115A.915) in or on the land (Minnesota Statutes 17.135).

12.5.2. **Transportation of Lead Acid Batteries**

A person who transports used lead acid batteries from a retailer must deliver the batteries to a recycling facility (Minnesota Statutes 115A.9152, Subdivision a).

12.5.3. **Prohibition of Certain Dry Cell Batteries**

A person may not place in MMSW a dry cell containing mercuric oxide electrode, silver oxide electrode, nickel-cadmium or sealed lead acid that was purchased for use or used by a governmental agency or an industrial, communications or medical facility (Minnesota Statutes 115A.9155, Subdivision 1).

12.5.4. **Prohibition of Nickel-Cadmium Batteries**

A person may not place in MMSW a rechargeable battery, rechargeable battery pack, product with a nonremovable rechargeable battery pack or product powered by rechargeable batteries or rechargeable battery pack, from which all batteries or battery packs have not been removed (Minnesota Statutes 115.9157, Subdivision 2).

12.6. Household Hazardous Waste

A person may not place any household hazardous waste (HHW) in MMSW or dispose of in or on the land (Minnesota Statutes 17.135). All HHW shall be deposited at the County's HHW facility.

13. ILLEGAL DUMPING/LITTERING

13.1. Violation

It shall be a violation of this Ordinance for any person to dispose of solid waste within McLeod County at any place, except in the manner permitted by this Ordinance.

13.1.1. Whenever it is found that a violation of this Ordinance has occurred, the Solid Waste Officer shall issue a "Notice to Abate" to the person found to be in violation or non-compliance and specify such action as necessary with time specific to come into compliance with the provisions of this Ordinance. Said notice shall be in writing and shall be served by mail on said violator, or if a mailing address is unknown, then by posting said notice on the premises.

13.2. Unauthorized Dumping

It shall be a violation of this Ordinance for any person to operate an open dump; the owner of any dump, in existence at the time this Ordinance is enacted, shall cease operations and close the dump in accordance with the following provisions. The owner shall:

- (a) Close access to the site, prohibit the public from using the site, post signs indicating that dumping is not allowed;
- (b) Remove all chemical containers, tires, batteries, appliances, motor vehicle fluids and hazardous waste;
- (c) Eradicate rodents;
- (d) Conduct, at the discretion of the County Board, a water monitoring program pursuant to: "Procedures for Ground Water Monitoring: Minnesota Pollution Control Agency Guidelines" and obtain approval of the plans to protect ground and surface water by the Environmental Office prior to implementation;
- (e) Divert surface water drainage around and away from the disposal area;

- (f) Compact the solid waste and cover it with at least two (2) feet of compacted cover material;
- (g) Seed the cover material so that adequate turf is present;
- (h) Establish and maintain a final grade sufficient to promote water runoff without excessive erosion; and
- (i) Place on record, at the office of the McLeod County Recorder, an instrument, in a form prescribed by the Solid Waste Officer , placing the public on notice of the existence and location of the dump and of the obligations placed upon parties holding an interest in the property and the restrictions which may affect the use of the property.

OR;

- (j) Remove all refuse on the site which may cause pollution or endanger human health and the environment and transport it to an appropriate state or county licensed solid waste facility; and
- (k) Close the open dump in accordance with the provisions of this Ordinance and Minnesota Rules.

13.3. **Litter**

Pursuant to Minnesota Statutes 115A.99, any person who unlawfully places any portion of solid waste in or on public or private lands, shorelands, roadways or waters is subject to a civil penalty of not less than twice nor more than five times the amount of cost incurred by a state or political subdivision to remove, process and dispose of the waste.

13.4. **Open Burning Prohibitions**

13.4.1. Open burning prohibitions specified in this Section are in effect at all times of the year, except where local town boards have issued burning permits pursuant to Minnesota Statutes.

13.4.2. No person shall conduct, cause or permit open burning of oils, rubber, plastics, chemically treated materials or other materials which produce excessive or noxious smoke including, but not limited to, tires, railroad ties, chemically treated lumber, composite shingles, tar paper, insulation, composition board, sheetrock, wiring, paint or paint filters.

13.4.3. No person shall conduct, cause or permit open burning of hazardous waste as defined in Minnesota Section 116.06, Subdivision 11 and applicable Department of Natural Resources' rules.

13.4.4. No person shall conduct, cause or permit open burning of solid waste generated from an industrial or manufacturing process or from a service or commercial structure.

13.4.5. No person shall conduct, cause or permit open burning of burnable building material generated from demolition of commercial or institutional structures. A farm building is not a commercial structure.

13.4.6. No person shall conduct, cause or permit salvage operations by open burning.

13.4.7. No person shall conduct, cause or permit the processing of motor vehicles by open burning.

13.4.8. **Garbage**

13.4.8.1. No person shall conduct, cause, or permit open burning of discarded material resulting from the handling, processing, storage, preparation, serving or consumption of food, unless specifically allowed under Minnesota Statutes 17.135.

13.4.8.2. The County may allow a resident to conduct open burning of material described in Section 13.4.8.1 that is generated from the resident's household if the County Board by resolution determines that regularly scheduled pickup of the material is not reasonably available to the resident.

13.4.9. No person shall conduct, cause or permit open burning during a burning ban put into effect by a local authority, the County or a state department or agency.

13.4.10. Fires must not be allowed to smolder with no flame present, except when conducted for the purpose of managing forest, prairies or wildlife habitats.

13.5. **Legal Action**

Any cost that McLeod County may incur as described in this Section may result in action to recover the civil penalty; related legal, administrative and court costs; and damages for injury to, or pollution of, the lands, shoreland, roadways or waters where the waste was placed, if owned or managed by McLeod County.

14. ANTI-SCAVENGING PROVISION

Ownership of designated recyclable materials set out for curbside collection or placed at drop-off sites shall be vested in the hauler of recyclable materials recognized by the McLeod

County Board of Commissioners. It shall be unlawful for any person other than the hauler or its contractors, agents, servants or employees to remove the materials.

15. ANTI-RECYCLABLE DISPOSAL

All recyclable materials collected as part of a recycling collection program shall not be deposited in a manner which precludes its reuse, as defined in the recycling definition in Minnesota Statutes 115A.03, Subdivisions 25a and 25b.

16. ENFORCEMENT

16.1. General Authority

It shall be the duty of the County Board, through the Solid Waste Officer or such other person as the Board may designate, to enforce the provisions of this Ordinance.

16.2. Specific Authority

16.2.1. In addition to the other duties and authority contained elsewhere in this Ordinance, there shall be granted to the Solid Waste Officer the specific authority to do the following:

- (a) Upon reasonable basis to believe that a violation has occurred, the Solid Waste Officer may enter upon and inspect private or public premises to determine compliance with the provisions of this Ordinance. Unless consent is given by the occupant or owner of the premises, or unless otherwise authorized by law, the Solid Waste Officer shall be restricted from entering into any buildings unless sufficient probable cause exists of a health risk, or upon order of a Court.
- (b) The Solid Waste Officer may issue orders for abatement of non-complying practices.

16.2.2. It shall be a violation of this Ordinance to refuse to permit the Solid Waste Officer to inspect any premises when authorized by the specific authority granted to the Solid Waste Officer under the provisions of this Ordinance.

16.3. Enforcement Procedure

If after service of notice, the person fails to terminate the illegal practices and to come into compliance with the terms of this Ordinance, the Solid Waste Officer may take such steps as are necessary to eliminate the non-compliance and to bring the activity or practice into compliance for the term of this Ordinance.

16.3.1. Administrative Penalty Order

In addition to other remedies identified in this ordinance, effective August 1, 1996, the McLeod County Board may issue Administrative Penalty Orders for violations of solid waste provisions adopted under Minnesota Statutes 400.16, 400.161, 473.811 and Chapter 115A.

The McLeod County Administrative Penalty Order guidelines and procedures are included as Appendix A of this Ordinance and contained herein.

16.4 Failure to Terminate Illegal Practices

If after service of notice to terminate illegal practices and other attempts by the Solid Waste Officer to bring the activity or practice into compliance for the term of the Ordinance are exhausted, the costs incurred by the County to eliminate the non-compliance and to bring the activity or practice into compliance, may be recovered by assessing the costs of the enforcement action against the real property upon which the illegal practice or activity has occurred. The Solid Waste Officer shall certify the amount to the County Auditor on or before October 15 of each year for collection in the same manner as taxes and special assessments.

17. PENALTIES

17.1. Violation of Ordinance Provisions

Any person who shall violate any provision of this Ordinance or who shall fail to comply with any order made under the provisions of this Ordinance shall be guilty of a misdemeanor. A separate offense shall be deemed committed upon the separate date during or on which a violation occurs.

18. VARIANCES

Upon written application by the applicant or operator, the County Board of Adjustment may grant variances from the provisions of this Ordinance in order to promote the effective and reasonable application and enforcement of the provisions of this Ordinance.

A variance may be granted by the County Board of Adjustment after a public hearing where the Solid Waste Advisory Committee determines that enforcement of this Ordinance would cause the applicant undue hardship, or that the Ordinance cannot be complied with due to technological impossibility or economic unreasonableness. Such a variance shall not be granted for a period in excess of two years, but may be renewed upon application of the applicant and after public hearing. A variance may be revoked by the County Board of Adjustment at the public hearing prior to expiration of the variance. An application for a variance shall be accompanied by a plan and time schedule for achieving compliance with the Ordinance. Prior to any public hearing held by the County Board of Adjustment under this provision, persons who may be adversely affected by the granting of the proposed variance shall be given at least thirty (30) days notice prior to said public hearing.

19. SEVERABILITY

It is hereby declared to be the intention of the County Board that the provisions of this Ordinance be severable in accordance with the following:

- 19.1. If any Court of competent jurisdiction shall adjudge any provision of this Ordinance to be invalid, such judgment shall not affect any other provision of this Ordinance not specifically included in said judgment.
- 19.2. If any Court of competent jurisdiction shall adjudge invalid the application of any provision of this Ordinance, to a particular structure, site, facility or operation, such judgment shall not affect the application of said provision to any other structure, site, facility or operation not specifically included in said judgment.

20. EFFECTIVE DATE AND ADOPTION OF ORDINANCE

This Ordinance shall become effective and be in force from and after its passage, approval, publication and recording in the Office of the County Recorder.

Passed and approved by the Board of County Commissioners, McLeod County, Minnesota, this 31 day of December, 2004.

Mel Dose, Chairman
McLeod County Board of Commissioners

Attest:

Approved as to Execution/Date:

Nan Crary, County Administrator
McLeod County

Michael Junge, County Attorney
McLeod County

I, _____, do hereby certify that this is a true and correct copy of the McLeod County Solid Waste Management Ordinance as passed by the Board of County Commissioners on the 31 day of December, 2004.

Nan Crary, County Administrator
McLeod County

Date of publication of Summary of Ordinance: December 5, 2004.

Filed in the Office of the County Recorder, McLeod County, Minnesota, this day of _____, 2005.

APPENDIX A

**McLEOD COUNTY
ADMINISTRATIVE PENALTY ORDER**

MCLEOD COUNTY ADMINISTRATIVE PENALTY ORDER

The County Board of McLeod County, Minnesota ordains:

ARTICLE 1

PURPOSE AND AUTHORITY

This Ordinance is enacted pursuant to the authority contained in Minnesota Statutes 116.072 for the purpose of allowing the McLeod County Board to issue Administrative Penalty Orders for violations of McLeod County Ordinances adopted under Minnesota Statutes Chapter 115A or Minnesota Statutes 400.16, 400.161, or 473.811 that regulate Solid Waste and any standards, limitations, or conditions established in a County license issued pursuant to these Ordinances. The authority to issue Administrative Penalty Orders under this Ordinance shall begin on August 1, 1996.

ARTICLE II

DEFINITIONS

2.1. Definitions Incorporated by Reference

The terms used in this Ordinance shall have the same meanings as contained in the McLeod County Ordinance regulating Solid Waste that may be enforced under this County Administrative Penalty Orders Ordinance, unless a different definition is provided in this Ordinance.

2.2. Defined Terms

- (a) "**Administrative Penalty Order**" or "**Order**" means an order issued pursuant to this Administrative Penalty Order Ordinance that assesses a penalty and may require that the violations cited in the Order be corrected.
- (b) "**County Board**" is the McLeod County Board of Commissioners.
- (c) "**Letters or Warnings**" means a written document issued by the Solid Waste Officer following an inspection that indicates a violation has occurred, the actions necessary to correct the violation and the date within which the violation must be corrected.
- (d) "**Notice of Violation**" means a written document issued by the Solid Waste Officer that contains specific findings and conclusions, cites all violations and necessary corrective actions, requires that violations be corrected within a

specified period of time, and meets the requirements of Section 5.3, if pertaining to a Solid Waste violation.

- (e) **"Person"** shall have the meaning given it in Minnesota Statutes 116.06, Subdivision 17.
- (f) **"Solid Waste"** shall have the meaning given it in Minnesota Statutes 116.06, Subdivision 22.

ARTICLE III

ISSUANCE OF ADMINISTRATIVE PENALTY ORDERS FOR VIOLATIONS

RELATING TO SOLID WASTE

3.1. County Penalty Authority for Solid Waste Violations

The following procedures shall apply to issuance of Administrative Penalty Orders for violations of Ordinances relating to Solid Waste and any standards, limitations, or conditions established in a County license issued pursuant to McLeod County Solid Waste Ordinances. The County Board may issue an Order and assess a penalty for all violations relating to Solid Waste that are identified during an inspection or other compliance review in accordance with the provisions of Article III.

3.2. Letters or Warnings

If a violation is identified by the Solid Waste Officer during an inspection or other compliance review, the Solid Waste Officer shall issue a Letter or Warning in writing informing the Person of such violation before the County may issue a Notice of Violation or Administrative Penalty Order.

3.3. Notice of Violation

Following the issuance of a Letter or Warning, the Solid Waste Officer may issue a Notice of Violation for violations identified during the inspection or other compliance review. No penalty shall be assessed in the Notice of Violation. The Notice of Violation shall require that violations cited in the Notice of Violation be corrected within 30 calendar days from the date the Notice of Violation is received. The Notice of Violation shall further require the Person to whom the Notice of Violation is issued to provide information to the Solid Waste Officer before the 31st day after the Notice of Violation was received demonstrating that the violation has been corrected or that appropriate steps toward correcting the violation have been taken. The Solid Waste Officer shall determine whether the violation has been

corrected and notify the Person subject to the Notice of Violation of the Solid Waste Officer's determination.

3.4. **Order**

3.4.1 The County Board may issue an Order assessing a penalty and requiring the violations cited in the Order to be corrected within 30 calendar days from the date the Order is received.

3.4.2 The Person to whom the Order was issued shall provide information to the County Board before the 31st day after the Order was received demonstrating that the violation has been corrected or that appropriate steps toward correcting the violation have been taken. The County Board shall determine whether the violation has been corrected and notify the Person subject to the Order of the County Board's determination.

3.4.3 The County Board may issue and assess a penalty that may not exceed \$2,000 if the County Board finds that:

- (1) the violations cited in the Notice of Violation are not corrected;
- (2) appropriate steps have not been taken to correct the violations cited in the Notice of Violation; or
- (3) the gravity of the violations and their potential for damage to, or actual damage to, public health or the environment are such that action under this paragraph is warranted.

3.4.4 The County may issue an Order as described in Section 3.4.1 and 3.4.2, and assess a penalty that may not exceed \$5,000 if the County Board finds that:

- (1) the violations cited in the Order issued under Section 3.4.3 are not corrected;
- (2) appropriate steps have not been taken to correct the violations cited in the Order issued under Section 3.4.3; or
- (3) the gravity of the violations and their potential for damage to, or actual damage to, public health or the environment are such that action under this paragraph is warranted.

3.5. **Amount of Penalty**

(a) In determining the amount of a penalty the County Board may consider;

- (1) the willfulness of the violation;
- (2) the gravity of the violation, including damage to humans, animals, air, water, land, or other natural resources of the state;
- (3) the history of past violations;

- (4) the number of violations;
 - (5) the economic benefit gained by the person by allowing or committing the violation; and
 - (6) other factors as justice may require, if the County Board specifically identifies the additional factors in the County Board's Order.
- (b) For a violation after an initial violation, the County Board shall, in determining the amount of a penalty, consider the following factors in addition to those contained in Section 3.5(a):
- (1) similarity of the most recent previous violation and the violation to be penalized;
 - (2) time elapsed since the last violation;
 - (3) number of previous violations; and
 - (4) response of the person to the most recent previous violation identified.

3.6. **Forgivable Penalty**

Except as provided in Section 3.7, if the County Board determines that the violation has been corrected or appropriate steps have been taken to correct the action, the penalty must be forgiven. Unless the Person requests review of the Order under Section 4.1 or 4.2 before the penalty is due, the penalty in the Order is due and payable:

- (1) on the 31st day after the Order was received, if the Person subject to the Order fails to provide information to the County Board showing that the violation has been corrected or that appropriate steps have been taken correcting the violation; or
- (2) on the 20th day after the person receives the County Board's determination under Section 3.4.2 if the Person subject to the Order has provided information to the County Board that the County Board determines is not sufficient to show the violation has been corrected or that appropriate steps have been taken toward correcting the violation.

3.7. **Non-forgivable Penalty**

For a repeated or serious violation, the County Board may issue an Order with a penalty that will not be forgiven after the corrective action is taken. The penalty is due by 31 days after the Order was received unless review of the Order under Article IV of this Ordinance has been sought.

ARTICLE IV

REVIEW OF ADMINISTRATIVE PENALTY ORDERS

4.1. Expedited Administrative Hearing

- (a) Within 30 days after receiving an Order or within 20 days after receiving notice that the County Board has determined that a violation has not been corrected or appropriate steps have not been taken, the Person subject to an Order under this Ordinance may request an expedited hearing, utilizing the procedures of Minnesota Rules, parts 1400.8510 to 1400.8612, to review the County Board's action. The hearing request must specifically state the reasons for seeking review of the Order. The Person to whom the Order is directed and the County Board are the parties to the expedited hearing. The County Board must notify the person to whom the Order is directed of the time and place of the hearing at least 20 days before the hearing. The expedited hearing must be held within 30 days after a request for hearing has been filed with the County Board unless the parties agree to a later date.
- (b) All written arguments must be submitted within ten (10) days following the close of the hearing. The hearing shall be conducted under Minnesota Rules, parts 1400.8510 to 1400.8612.
- (c) The administrative law judge shall issue a report making recommendations about the County Board's action to the County Board within 30 days following the close of the record. The administrative law judge may not recommend a change in the amount of the proposed penalty unless the administrative law judge determines that, based on the factors in Section 3.5, the amount of the penalty is unreasonable.
- (d) If the administrative law judge makes a finding that the hearing was requested solely for purposes of delay or that the hearing request was frivolous, the County Board may add to the amount of the penalty the costs charged to the County by the offices of administrative hearings for the hearing.
- (e) If a hearing has been held, the County Board may not issue a final Order until at least five days after receipt of the report of the administrative law judge. The Person to whom an Order is issued may, within those five days, comment to the County Board on the recommendations and the County Board will consider the comments. The final Order may be appealed in the manner provided in Minnesota Statutes 14.63 to 14.69.
- (f) If a hearing has been held and a final Order issued by the County Board, the penalty shall be paid by 30 days after the date the final Order is received unless review of the final Order is requested under Minnesota Statutes 14.63

to 14.69. If review is not requested or the Order is reviewed and upheld, the amount due is the penalty, together with interest accruing from 31 days after the original Order was received at the rate established in Minnesota Statute 549.09.

4.2. **District Court Hearing**

- (a) Within 30 days after the receipt of an Order from the County Board or within 20 days of receipt of notice that the County Board has determined that a violation has not been corrected or appropriate steps have not been taken, the Person subject to an Order under this Ordinance may file a petition in District Court for review of the Order in lieu of requesting an administrative hearing under Section 4.1. The petition shall be filed with the Court administrator with proof of service on the County Board. The petition shall be captioned in the name of the Person making the petition as petitioner and the County Board as respondent. The petition shall state with specifically the grounds upon which the petitioner seeks rescission of the Order, including the facts upon which each claim is based.
- (b) At trial, the County Board must establish by a preponderance of the evidence that a violation subject to this Ordinance occurred, the petitioner is responsible for the violation, a penalty immediately assessed as provided for under Sections 3.7 and 5.1(d) is justified by the violation, and the factors listed in Section 3.5 were considered when the penalty amount was determined and the penalty amount is justified by those factors.

4.3. **Mediation**

In addition to review under Section 4.1 or 4.2, the County Board is authorized to enter into mediation concerning an Order issued under this Ordinance if the County Board and the Person to whom the Order is issued both agree to mediation.

ARTICLE V

ENFORCEMENT, REMEDIES AND GENERAL PROVISIONS

5.1. **Enforcement**

- (a) The County Attorney, on behalf of the County, may proceed to enforce penalties that are due and payable under this Ordinance in any manner provided by law for the collection of debts.
- (b) The County may petition the District Court to file the administrative Order as an Order of the Court. At any Court hearing, the only issues parties may contest are procedural and notice issues. Once entered, the administrative Order may be enforced in the same manner as a final judgment of the District Court.

- (c) If a Person fails to pay the penalty, the County may bring a civil action in District Court seeking payment of the penalties, injunctive, or other appropriate relief including monetary damages, attorney fees, costs, and interest.
- (d) Interest at the rate established in Minnesota Statutes 549.09 begins to accrue on penalties under this Ordinance on the 31st day after the Order with the penalty was received.
- (e) The County Board may delegate to the Solid Waste Officer ministerial acts under this Ordinance.

5.2. Revocation and Suspension of Permit

The failure of a Person to pay a penalty owed under this Ordinance shall constitute sufficient grounds for the County Board to revoke or refuse to reissue or renew a permit or license issued by the County.

5.3. Cumulative Remedy

The authority of the County Board to issue an Order assessing penalties is in addition to other remedies available under statutory or common law, except that the County Board may not seek civil penalties under any other provision of law for the violations covered by the Administrative Penalty Order. The payment of a penalty does not preclude the use of other enforcement provisions, under which penalties are not assessed, in connection with the violation for which the penalty was assessed.

5.4. Use of Penalties Collected

Monetary penalties collected by the County must be used to manage Solid Waste.

Solid Waste Plan review checklist

County, District, or Multicounty Area

Minn. Stat. § 115A

Doc Type: Solid Waste Plan

Instructions: This checklist is intended to be used as a guidance document for the development of a plan for a county, district, or multicounty area. While every attempt has been made to incorporate planning rule requirements as accurately as possible, the rule and applicable provisions of [Minn. Stat. § 115A](#) remains the final authority on plan contents and approval procedures. Please consult [Minn. R. 9215.0500-9215.0950](#) for further reference.

Column 1 is a listing of solid waste plan rules and what is to be included in each section of your solid waste plan.

Columns 2–5 are for the MPCA Planner to use when reviewing your plan to denote if each rule is met by checking:

C = Complete I = Incomplete M = Missing N/A = Not applicable

Column 6 is for the solid waste management plan (the Plan) writer to denote which page each rule/statute can be found in the Plan.

Column 7 is for Notes that either the writer or Planner can use to make comments

Column 8 is the Interpretation column that interprets the rule/statute for each section, which may include tips, examples, and references for plan development and types of information to be included in the plan.

Guidance: Use this checklist as an outline for your solid waste plan. This will ensure that all requirements are met and will provide a quicker review for approval for the county and the MPCA staff reviewing your solid waste plan. Your plan is not considered an update but a new plan, as if it is brand new.

Contact information

Name of county or region submitting document: _____

Contact name: _____ Contact telephone: _____

Contact email address: _____

Plan author(s): _____ MPCA reviewer: _____

Submittal dates: _____
(mm/dd/yyyy) (mm/dd/yyyy) (mm/dd/yyyy) (mm/dd/yyyy)

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Prevention and reuse are sometimes referred to as “source reduction,” which includes:26

Plan contents

Check the following codes to describe the completeness of your plan:

C = Complete

I = Incomplete

M = Missing

N/A = Not applicable

Format	C	I	M	N/A	Notes
One electronic copy to MPCA Planner					

1. Executive summary ([Minn. R. 9215.0550](#))

	C	I	M	N/A	Pg	Notes	Interpretation
Provide an overview of the current solid waste system and the proposed future solid waste system. Include a table or a reference to the Goal Volume Table Appendix for the next ten years and a table or reference to the Budget Appendix that gives a projected ten year budget for solid waste programs.							<i>This part of the plan should be done last and be a high-level summary of your solid waste plan. At a minimum, highlight the key items of the current and future desired system. Please try to keep to one page (i.e., bullets or very short paragraphs).</i>

2. Background information ([Minn. R. 9215.0560, subp. 2](#))

	C	I	M	N/A	Pg	Notes	Interpretation
Demographic, geographic, and regional information (Minn. R. 9215.0560, subp. 2)							<i>Summarize data and trends in relation to solid waste versus multiple tables. Attach link to find data online. Should list how all fits into current and future solid waste initiatives and effects policy. Maps, tables and graphs are encouraged.</i>
Include demographic information that relates to or directly impacts the generation or management of solid waste:							<i>Maps, tables and graphs are encouraged. Click here to access links to county demographic information. Environmental justice (EJ) areas must be discussed in this section. Refer to the EJ reference for the rule and the map in regards to EJ</i>
• current population distribution							
• population projections for the next ten years							
• current and projected land use patterns							
• current and project employment and wages							
• local economic conditions							
• median household income							

	C	I	M	N/A	Pg	Notes	Interpretation
<ul style="list-style-type: none"> summary of demographic, geographical, and regional constraints and opportunities that have impacted or may impact the existing or proposed system 							<p>The summary should include information specific to the solid waste plan area that effects how solid waste programs are developed. Examples include seasonal or student populations, rural setting, major transportation routes, markets for materials close by or many other examples.</p> <p>Hint: contact your zoning office as they may have detailed information in their plan.</p>

3. Solid waste collection and generation ([Minn. R. 9215.0560, subp. 3](#))

	C	I	M	N/A	Pg	Notes	Interpretation
<ul style="list-style-type: none"> the amount of solid waste generated annually 							There is actual information for this from annual reports and SCORE. There should be a measurement tool in this section of waste but also include for problem materials.
<ul style="list-style-type: none"> estimate the percentage of city and rural residents with solid waste collection service 							This should include a discussion of who does and does not have collection; and what kind of collection. Preferably, a map.
<ul style="list-style-type: none"> estimate the annual percentage of solid waste disposed of on site by generators 							Use methodology for estimating residents underserved by hauler services.
<ul style="list-style-type: none"> describe the solid waste collection and disposal rate structure, including the current range of residential and commercial/industrial solid waste collection rates 							Add a table listing current haulers and their rates.
<ul style="list-style-type: none"> list any financial incentives for waste reduction and recycling 							Examples other than volume based pricing. Incentives to who? Businesses, residents?
<ul style="list-style-type: none"> describe the solid waste composition 							The numbers should be specific to your plan area and if there is a regional or nearby county study those numbers should be applied. There should be interpretation of the data and include what is unique about their waste stream. If your county participates in a waste to energy program, the facility is required to use the 5 year study.
<ul style="list-style-type: none"> estimate the annual percentage of solid waste from residential and commercial/industrial solid waste generators 							
<ul style="list-style-type: none"> summarize the solid waste collection and generation constraints and opportunities that have impacted or may impact the existing or proposed system 							This section should include information from the above sections, measurement of goals for all waste streams and problem material to gauge success and effectiveness of the programs listed in plan reflected in graphs and words.

4. Construction and demolition debris ([Minn. R. 9215.0560, subp. 4](#))

	C	I	M	N/A	Pg	Notes	Interpretation
Estimate the quantity of demolition debris generated annually.							<i>This information can be inserted in the text of the plan for the last 5 years from the solid waste forecast you received from your planner in the GVT</i>

5. Major solid waste generators ([Minn. R. 9215.0560, subp. 5](#))

	C	I	M	N/A	Pg	Notes	Interpretation
Identify the major solid waste generators, such as: large institutional (e.g., educational or medical) facilities, large industrial or commercial generators, etc.							<i>Include largest generators waste that have the biggest impact on waste generation through the programs</i>
Estimate the volume and type of solid waste generated annually by such generators.							<i>This ties back to Solid Waste Collection and Generation section. The reader should be able to understand the solid waste system from what is written.</i>

6. Include a review of local and regional solid waste planning in the last five years:

	C	I	M	N/A	Pg	Notes	Interpretation
<ul style="list-style-type: none"> describe any current local and regional planning activities 							
<ul style="list-style-type: none"> include a description of past impediments or barriers to development of regional projects 							
<ul style="list-style-type: none"> address the resolution of conflicting, duplicative, or overlapping local solid waste management efforts 							

7. Existing system(s) ([Minn. R. 9215.0575, subp. 2](#))

	C	I	M	N/A	Pg	Notes	Interpretation
Include an overview and description of existing system(s):							<i>This should be a more detailed level than the Executive Summary. It should read like a story. This will set the stage for the proposed integrated solid waste management system.</i>
<ul style="list-style-type: none"> Existing System policy and goals 							
<ul style="list-style-type: none"> history of system development 							
<ul style="list-style-type: none"> description of existing resource recovery programs or facilities in use 							
<ul style="list-style-type: none"> description of land disposal facilities in use 							

	C	I	M	N/A	Pg	Notes	Interpretation
• costs to operate and maintain the system							
• summary of achievements, opportunities, challenges, or problems:							
○ market and economic conditions							
○ availability of resource recovery programs or facilities							
○ availability of local and state funding resources							List of examples of funding types.

8. Proposed system ([Minn. R. 9215.0577, subps. 2-4](#))

	C	I	M	N/A	Pg	Notes	Interpretation
Include: goals to be achieved over the ten-year planning period, and which must be consistent with policy in Minn. Stat. § 115A.02 (a); a description of the specific and quantifiable means, including policies and programs, that will be continued or implemented and described in Minn. R. 9215.0580 to 9215.0700 to achieve the goals. If land disposal is the proposed system:							This section should be more detailed than Executive Summary of what the county proposes in their solid waste programs.
• A description of the technical, financial, demographic, geographic, regional, and solid waste system constraints or barriers that limit ability to achieve greater independence from land disposal.							
• A demonstration that there are no solid waste system alternatives that are more feasible and prudent than the land disposal system.							

9. Solid Waste Reduction ([Minn. R. 9215.0580, subp. 2](#))

	C	I	M	N/A	Pg	Notes	Interpretation
Source reduction policy and goals							
description of existing solid waste reduction programs							Refer to the reference for more detail or a link to Source Reduction examples 2-sw1-24a for examples of source reduction programs your county can implement.
annual amount of solid waste to be reduced							Must be a specific project to track tonnage reduction. Have one item that is measurable.
specific programs the unit proposes to maintain, expand, or implement during the next ten years							

	C	I	M	N/A	Pg	Notes	Interpretation
Identification of costs and budget (may direct to Budget Appendix)in implementing and managing these programs							
implementation schedule for these programs							<i>Implementation schedules for each program in this section and other sections below can be combined into one implementation table. Example Implementation Schedule Click here.</i>
information on how any additional requirements of Minn. Stat. § 115A.552							

10. Solid Waste Education Programs ([Minn. R. 9215.0590, subps. 2-6](#); [Minn. Stat. §115.A552, subp.3](#))

	C	I	M	N/A	Pg	Notes	Interpretation
						Programs Proposed: 1. 2. 3.	
Include information on:							
• Education program policy and goals							
• existing solid waste education practices and programs (including education providers)							
• specific programs to maintain, expand or implement during the next ten years							
• publication of information required at least once every three months							
• identification of costs and budget (may direct to Budget Appendix)							
• implementation schedule							<i>Implementation schedules for each program in this section and other sections below can be combined into one implementation table. Example Implementation Schedule click here</i>

11. Recycling programs ([Minn. R. 9215.0600, subps. 2-4](#); [Minn. Stat. §115A.551, 552](#))

	C	I	M	N/A	Pg	Notes	Interpretation
• recycling program policy and goals established to meet or exceed recycling goal requirements, opportunity to recycle requirements, and organized collection requirements (Minn. Stat. § 115A.94)							

	C	I	M	N/A	Pg	Notes	Interpretation
<ul style="list-style-type: none"> existing public and private sector recycling programs including collection, processing, and marketing, including the number of haulers operating in the unit, and collection or processing facilities used by haulers in the unit 							
<ul style="list-style-type: none"> identification of annual recycling tonnages collected, processed, and marketed by sector or program, for the last five years 							
<ul style="list-style-type: none"> local market condition for recyclable materials 							
<ul style="list-style-type: none"> specific programs proposed to maintain, expand, or implement during the next ten years which meet requirements 							
<ul style="list-style-type: none"> residential "opportunity to recycle" (115A.552) at convenient collection sites for residents: 1 recycling center, accepting 4+ materials, open 12+ hrs/week as required by Minn. Stat. § 115A.555 (designation) 							
<ul style="list-style-type: none"> in cities >5,000: once/month curbside, or a recycling center accepting 4+ materials 							
<ul style="list-style-type: none"> in cities >20,000: once/month curbside of 4+ materials 							
<ul style="list-style-type: none"> recycling of 3+ materials in all local government facilities (Minn. Stat. § 115A.151, subp 1) 							
<ul style="list-style-type: none"> encouragement of commercial, industrial, and institutional recycling 							
<ul style="list-style-type: none"> voluntary vs. mandatory, where applicable 							
<ul style="list-style-type: none"> identify costs and budget (may direct to the Budget Appendix) 							
<ul style="list-style-type: none"> implementation schedule 							<i>Implementation schedules for each program in this section and other sections below can be combined into one implementation table. Example Implementation Schedule click here</i>

12. Yard Solid Waste Management Programs (Minn. R. 9215.0610)

	C	I	M	N/A	Pg	Notes	Interpretation
• yard waste policy and goals:							
o a description of the yard solid waste separation and composting goals and policies							
o a description of methods for identifying the portions of the solid waste stream, such as leaves, grass clippings, tree and plant residue, and paper for use in agricultural practices (115A.46, subd. 2, part d)							
o a recognition of the prohibition on disposal of yard solid waste in land and at resource recovery facilities							
o existing public and private sector yard solid waste management practices and programs							
o estimated level of backyard composting							
o yard solid waste collection system including licensed haulers, if any							
o number of municipal composting sites							
o tonnages collected for the last five years, if available							
o local market conditions for finished yard waste compost							
o specific programs the unit proposes to maintain or implement during the next ten years:							
▪ education							
▪ drop-off sites							
▪ collection							

13. Source-Separated Organic Materials Composting (Minn. R. 9215.0615)

	C	I	M	N/A	Pg	Notes	Interpretation
• source-separated organic materials composting policy and goals							
• description of existing collection system used to collect source-separated organic materials							Click here for background on how to complete this section.

	C	I	M	N/A	Pg	Notes	Interpretation
o amount and types of source-separated organic material collected annually							
o generators of the organic material							
o location of the composting facility							
o composting methods employed							
o responsible person(s) and staff time							<i>This information can be added to Solid Waste Staffing section of this checklist.</i>
o identification of costs and budget (may direct to Budget Appendix)							
o finished compost marketing efforts							

14. Municipal Solid Waste (MSW) composting facilities ([Minn. R. 9215.0620](#))

	C	I	M	N/A	Pg	Notes	Interpretation
Click here for background on how to complete this section. Reference 2.							
• municipal solid waste composting policy and goals							
• description of facility proposed to be developed or used							Click here for background on how to complete this section
• operational history and management and removal of problem solid wastes							
• marketing of finished compost							
• consideration and evaluation of known and potential environmental and public health impacts and proposal of a course of action to alleviate those impacts. (Include assessment of operational safety during past two year, results of compost testing, results of inspection and monitoring by the appropriate state regulatory agency.)							
• description of mixed municipal solid waste composting facilities and programs that propose to maintain, implement, or participate in during the next ten years, including the annual amount or quantity of waste to be composted							

	C	I	M	N/A	Pg	Notes	Interpretation
<ul style="list-style-type: none"> implementation schedule 							Implementation schedules for each program in this section and other sections below can be combined into one implementation table. Example Implementation Schedule click here
<ul style="list-style-type: none"> identification of costs and budget (may direct to Budget Appendix) 							

15. Solid Waste Incineration and Energy Recovery ([Minn. R. 9215.0630](#))

	C	I	M	N/A	Pg	Notes	Interpretation
<ul style="list-style-type: none"> solid waste incineration and energy recovery policy and goals 							Click here for background on how to complete this section.
<ul style="list-style-type: none"> description of facility proposed to be developed or currently used 							
<ul style="list-style-type: none"> operational history, removal of problem solid wastes 							
<ul style="list-style-type: none"> results of marketing energy or Refuse Derived Fuel (RDF) 							
<ul style="list-style-type: none"> consideration and evaluation of known and potential environmental and public health impacts and propose a course of action to alleviate those impacts. Includes assessment of operational safety during past five years, results of ash and emissions testing, results of inspection and monitoring by the appropriate state regulatory agency 							
<ul style="list-style-type: none"> description of how the county or region intends to meet statutory goals of reducing the toxicity and quantity of incinerator ash and of reducing the quantity of processing residuals that require disposal. (Minn. Stat. 115A.97(1)) 							
<ul style="list-style-type: none"> description of energy recovery facilities and programs propose to maintain, implement, or participate in during the next ten years, including the annual amount or quantity of waste to be incinerated, energy and recyclables to be recovered 							
<ul style="list-style-type: none"> implementation schedule including design, permitting, construction and designation where applicable 							

	C	I	M	N/A	Pg	Notes	Interpretation
<ul style="list-style-type: none"> identification of costs and budget (may direct to Budget Appendix), including itemized capital and operating costs 							

16. MSW land disposal facilities ([Minn. R. 9215.0640](#))

	C	I	M	N/A	Pg	Notes	Interpretation
<ul style="list-style-type: none"> MSW land disposal facilities policy and goals 							Click here for background on how to complete this section.
<ul style="list-style-type: none"> description of existing facilities 							
<ul style="list-style-type: none"> identification and status of closed landfills and whether the unit is implementing any programs for mitigating the environmental effects of past disposal practices 							
<ul style="list-style-type: none"> description of facilities where the unit's mixed municipal solid waste is managed 							
<ul style="list-style-type: none"> table indicating amount received, processed, and disposed during the last five years 							<i>These numbers can be found in the goal volume table section. This number can be in yards or tons.</i>
<ul style="list-style-type: none"> operational history, removal of problem wastes, and facility management 							
<ul style="list-style-type: none"> evaluation of known and potential environmental and public health impacts and proposal of a course of action to alleviate those impacts. Include information assessing operational safety during the past five years, information summarizing the results of recent inspections by the appropriate state agency, report on the results of ground and surface water monitoring (including Superfund ranking, if applicable). 							
<ul style="list-style-type: none"> description of specific programs to be developed: land disposal facilities and programs that the county or region proposes to maintain, implement, or participate in during the next ten years 							
<ul style="list-style-type: none"> o identification of remaining permitted capacity in the 10-year planning period 							<i>These number(s) can be obtained from your Planner.</i>
<ul style="list-style-type: none"> o identification of need for new capacity (Certificate of Need) 							

	C	I	M	N/A	Pg	Notes	Interpretation
o permitting schedule, including Environmental Assessment Worksheet (EAW) or Environmental Impact Statement (EIS), if needed							
o schedule of phase development							
o status of financial assurance							
o status of leachate treatment							
o implementation schedule							<i>Implementation schedules for each program in this section and other sections below can be combined into one implementation table. Example Implementation Schedule Click here.</i>
o identify all costs and budget (may direct to Budget Appendix)							

17. Solid Waste Tire Management Programs ([Minn. R. 9215.0650](#); [Minn. Stat. § 115A.914, subd. 3](#))

	C	I	M	N/A	Pg	Notes	Interpretation
• Solid waste tire management program policy and goals established that comply with Minn. Stat. § 115A.914, subd. 3							
• status of public sector and private sector solid waste tire management. List permitted storage and processing sites, if any.							<i>Storage equals collection point also.</i>
• number of tires generated							<i>This number should be for the year the plan is being written. This can be found in the goal volume table section.</i>
• specific programs proposes to maintain or implement during the next ten years							
• status of county solid waste tire ordinance that meets or exceeds MPCA Rules (§115A.914, subd. 3, and Minn. R. chs. 9220.0200 to 9220.0680							
• location of known unpermitted tire dumps							<i>Use map or table format.</i>
• transportation and disposal system used by local collectors							
• current end uses of solid waste tires							
• responsible persons and required staff time							<i>This information can be added to Solid Waste Staffing section of this checklist.</i>

	C	I	M	N/A	Pg	Notes	Interpretation
<ul style="list-style-type: none"> identification of all costs and budget for existing and any proposed tire programs (may direct to Budget Appendix) 							
<ul style="list-style-type: none"> implementation schedule 							Implementation schedules for each program in this section and other sections below can be combined into one implementation table. Example Implementation Schedule Click here.

18. Electronic Products ([Minn. R. 9215.0655](#))

	C	I	M	N/A	Pg	Notes	Interpretation
<ul style="list-style-type: none"> electronic product policy and goals established to comply with Minn. Stat. § 115A.9565 							
<ul style="list-style-type: none"> existing public and private sector electronic products management programs established to comply with applicable state, federal, and local regulations for disposal of used electronic products of hazardous waste contained in the product 							
<ul style="list-style-type: none"> the annual amount or quantity of electronic products recovered 							
<ul style="list-style-type: none"> public education efforts 							
<ul style="list-style-type: none"> collection options for processing, recycling and disposal 							
<ul style="list-style-type: none"> specific programs to be developed: describe any new or existing electronic products management programs to maintain, expand or implement during the next ten years: <ul style="list-style-type: none"> the annual amount or quantity of electronic products recovered 							This number should be for the year the plan is being written. This can be found in the goal volume table section. This number can be in number of units or pounds/tons.
<ul style="list-style-type: none"> public education efforts 							
<ul style="list-style-type: none"> collection options for processing, recycling and disposal 							
<ul style="list-style-type: none"> the responsible persons and estimate staff time necessary to implement and manage each program 							This information can be added to Solid Waste Staffing section of this checklist.

	C	I	M	N/A	Pg	Notes	Interpretation
<ul style="list-style-type: none"> the annual costs to be incurred by the unit in implementing or managing the electronic products management programs for the next ten years, including itemized capital and operating costs (may direct to Budget Appendix) 							
<ul style="list-style-type: none"> a time schedule for implementation of the proposed electronic product management programs described in this part 							Implementation schedules for each program in this section and other sections below can be combined into one implementation table. Example Implementation Schedule Click here.

19. Major appliance management ([Minn. R. 9215.0660](#))

	C	I	M	N/A	Pg	Notes	Interpretation
<ul style="list-style-type: none"> major appliance management policy and goals established that comply with Minn. Stat. §§ 115A.552, subd. 1, and 115A.9561 							
<ul style="list-style-type: none"> existing public sector and private sector management efforts 							
<ul style="list-style-type: none"> number of appliances generated 							This number should be for the year the plan is being written. This can be found in the goal volume table section. This number can be in number of units or pounds/tons.
<ul style="list-style-type: none"> process to determine compliance with applicable state, federal and local regulations for disposal of used appliances and capture of hazardous solid wastes contained in the appliances 							
<ul style="list-style-type: none"> specific programs to maintain or implement during the next ten years, including the annual amount or quantity of major appliances to be recovered 							
<ul style="list-style-type: none"> implementation schedule 							Implementation schedules for each program in this section and other sections below can be combined into one implementation table. Example Implementation Schedule Click here.
<ul style="list-style-type: none"> estimated staff, time and education efforts needed for program 							This information can be added to Solid Waste Staffing section of this checklist.
<ul style="list-style-type: none"> identification of costs and budget (may direct to Budget Appendix) 							

20. Automotive mercury switches, motor vehicle fluids and filters, and lead-acid and dry cell batteries ([Minn. R. 9215.0670](#))

	C	I	M	N/A	Pg	Notes	Interpretation
<ul style="list-style-type: none"> automotive mercury switches policy and goals established that comply with Minn. Stat. §§ 115A.915, 115A.9155, and 115A.916 							
<ul style="list-style-type: none"> description and funding of existing public and private sector programs and practices, and specific programs proposed to be maintained, expanded, or implemented in the next year including: the amount or quantity of materials recovered by type, public education, collection options, processing, recycling, and disposal 							
<ul style="list-style-type: none"> responsible persons and required staff time 							<i>This information can be added to Solid Waste Staffing section of this checklist</i>
<ul style="list-style-type: none"> estimated annual program budget over the next 10 years, including itemized capital and operating costs (may direct to Budget Appendix) 							
<ul style="list-style-type: none"> implementation schedule 							<i>Implementation schedules for each program in this section and other sections below can be combined into one implementation table. Example Implementation Schedule Click here.</i>

21. Household hazardous solid waste (HHW) management ([Minn. R. 9215.0680](#))

	C	I	M	N/A	Pg	Notes	Interpretation
<ul style="list-style-type: none"> household hazardous waste policy and goals established that comply with the requirements in Minn. Stat. §115A.96, subd. 6 							
<ul style="list-style-type: none"> existing programs, staffing, and financing 							
<ul style="list-style-type: none"> identification of public education for household hazardous waste (HHW), emphasizing reduced usage of hazardous substances and proper disposal 							
<ul style="list-style-type: none"> identification of options for collecting, separation from mixed municipal solid waste, the amounts or quantity of materials recovered, which regional program 							

	C	I	M	N/A	Pg	Notes	Interpretation
<ul style="list-style-type: none"> specific programs the unit proposes to maintain or implement during the next ten years; programs must include a broad-based public education component, a strategy for reduction of household hazardous solid waste, and a strategy for separation of household hazardous solid waste from mixed municipal solid waste and the collection, storage, and proper management of that solid waste 							
<ul style="list-style-type: none"> staffing and person in charge 							<i>This information can be added to section 24 Solid Waste Staffing of this checklist.</i>
<ul style="list-style-type: none"> identification of costs and budget (may direct to Budget Appendix) 							
<ul style="list-style-type: none"> implementation schedule 							<i>Implementation schedules for each program in this section and other sections below can be combined into one implementation table. Example Implementation Schedule Click here.</i>

22. Demolition debris management ([Minn. R. 9215.0690](#))

	C	I	M	N/A	Pg	Notes	Interpretation
<ul style="list-style-type: none"> demolition debris management policy and goals 							
<ul style="list-style-type: none"> description of existing demolition debris practices and programs, including private and public sector permitted facilities and the number of permit-by-rule, if any sites 							
<ul style="list-style-type: none"> specific programs to maintain or implement during the next ten years, including the amount or quantity of materials to be recovered and disposed of 							<i>County should focus on solid waste hierarchy for this waste stream</i>
<ul style="list-style-type: none"> responsible persons 							<i>This information can be added to section 24 Solid Waste Staffing of this checklist.</i>
<ul style="list-style-type: none"> identification of costs and budget (may direct to Budget Appendix) 							
<ul style="list-style-type: none"> implementation schedule 							<i>Implementation schedules for each program in this section and other sections below can be combined into one implementation table. Example Implementation Schedule Click here.</i>

23. Solid Waste Ordinance and licensing ([Minn. R. 9215.0700](#))

	C	I	M	N/A	Pg	Notes	Interpretation
<ul style="list-style-type: none"> the status of the ordinance 							<i>If the ordinance is out of date, there needs to be intent to update during the planning period.</i>
<ul style="list-style-type: none"> description of problems with implementing or enforcing the current ordinance 							
<ul style="list-style-type: none"> plans to develop or amend ordinance. The discussion may include: <ul style="list-style-type: none"> volume-based fees Minn. Stat. §115A.93, subd. 3(a) other financial incentives for solid waste abatement licensing of haulers and facilities demolition solid waste section regulation of on-site disposal of solid waste implementation schedule; and must include a description of the responsible persons and estimated staff time necessary annually for the monitoring or enforcement of the ordinance 							<i>Counties must have licensing in place before SWP or plan to implement – Minn. Stat. 115A.93 Subd. 4</i>
							<i>Implementation schedules for each program in this section and other sections below can be combined into one implementation table. Example Implementation Schedule Click here</i>

24. Solid waste staffing ([Minn. R. 9215.0710](#))

	C	I	M	N/A	Pg	Notes	Interpretation
<ul style="list-style-type: none"> description of existing levels of staffing for solid waste programs in place; or description of staffing level needed over ten-year planning period broken down into tasks and full-time equivalent 							
<ul style="list-style-type: none"> identification of costs and budget (may direct to Budget Appendix) 							

25. Solid waste program funding ([Minn. R. 9215.0720](#))

	C	I	M	N/A	Pg	Notes	Interpretation
<ul style="list-style-type: none"> the future solid waste program funding goals that the Unit has established; future funding needs and proposed sources 							

<ul style="list-style-type: none"> estimated annual program budget, including itemized capital and operating costs such as staff time, land, buildings, equipment, redemption costs, and other associated costs, over the next ten years 							
<ul style="list-style-type: none"> existing funding amounts and sources (percentage funded with tipping fees, service fees, general revenue, SCORE funds, and any other governmental subsidies of waste management) 							

26. Plan review and ten year update ([Minn. R. 9215.0730](#))

	C	I	M	N/A	Pg	Notes	Interpretation
<ul style="list-style-type: none"> Description of process and timelines for developing the ten-year update. 							

27. Development of Numeric Goal/Volume Table ([Minn. R. 9215.0740](#))

	C	I	M	N/A	Pg	Notes	Interpretation
Include as Goal-Volume Table (GVT) Appendix:							
<ul style="list-style-type: none"> Completion using correct format approved by the MPCA noted in the GVT Appendix, and containing at a minimum the recycling goal as required in Minn. Stat. § 115A.551; an estimate of land disposal capacity needed for the ten-year period in acre feet, tons, and cubic yards; and an estimate of remaining capacity at land disposal facilities that will be used. 							<p><i>Work with your designated Planner to request a forecast for your county to start this process. The first page of the GVT will contain instructions how to complete your county's numbers. Best practice is to write your plan contents and then add the projected changes to the GVT based on plan contents.</i></p>

28. Development of Solid Waste Program Budget ([Minn. R. 9215.0750](#))

	C	I	M	N/A	Pg	Notes	Interpretation
<i>Include as a Budget Appendix</i>							
<ul style="list-style-type: none"> projected ten-year unit solid waste budget 							
<ul style="list-style-type: none"> itemized capital and operating costs for each major solid waste program, including: <ul style="list-style-type: none"> abatement budget processing facility/WTE facility budget land disposal budget 							

	C	I	M	N/A	Pg	Notes	Interpretation
o combined budget with cost per household and cost per ton							
o narrative discussion of financial assumptions used in budget development (may direct to Budget Appendix							

29. Alternatives to Proposed System ([Minn. R. 9215.0760](#))

	C	I	M	N/A	Pg	Notes	Interpretation
<ul style="list-style-type: none"> Description of the process to evaluate, identify, and implement specific alternatives if the system described 9, 10, or 11 above is not developed or has major operational difficulties. 							Contingency plan in case the proposed system fails due to unforeseen circumstances.

30. Environmental and Public Health Impacts ([Minn. R. 9215.0770](#))

	C	I	M	N/A	Pg	Notes	Interpretation
In addition to the discussion of environmental and public health impacts described in parts 9215.0610 to 9215.0640 describe the efforts to mitigate the environmental risks of the following technologies and practices:							
<ul style="list-style-type: none"> on-site disposal of MSW by farms or households. Include mitigating impacts to air, surface water, and groundwater and avoiding nuisance conditions 							
<ul style="list-style-type: none"> illegal disposal, include mitigating impacts to air, surface water, and groundwater 							

31. Solid Waste Facility Siting Program (if needed) ([Minn. R. 9215.0780](#))

	C	I	M	N/A	Pg	Notes	Interpretation
<ul style="list-style-type: none"> If the county or region is proposing to develop a solid waste facility (landfill, MSW compost facility, or incineration) during the ten-year planning period, include a description of a detailed siting procedure and development program to assure the orderly location, development, and financing of the facility, both of which must be consistent with applicable rules of the office, the MPCA, the Minnesota Department of Natural Resources (DNR), the Environmental Quality Board (EQB), and other state agencies; and include siting criteria and a program for public participation. 							

32. Public participation program ([Minn. R. 9215.0790](#))

	C	I	M	N/A	Pg	Notes	Interpretation
An explanation of methods for documenting public participation during the development and implementation of the solid waste management plan:							
<ul style="list-style-type: none"> location of where documentation of public input by interested parties, including citizens, public advisory committees, regional authorities, adjacent counties or districts, local units of government, and solid waste service companies conducting business within the unit is kept 							
<ul style="list-style-type: none"> documentation of ongoing process which ensures the involvement of and consultation with those who are concerned with solid waste management, including those listed above 							

33. Multicounty Planning ([Minn. R. 9215.0800](#))

	C	I	M	N/A	Pg	Notes	Interpretation
<p>Multicounty plans prepared by two or more counties are encouraged. A joint plan must include information on how each county, district or multicounty area will comply with the goals prescribed in statute or rule, and delineate the responsibility of each county, district or multicounty area with respect to implementation of the joint plan or amendment. The joint plan must be adopted by each participating county, district, or multicounty area and copies of the official resolutions of the plan must be included in the final submittal.</p>							

34. Example Implementation Schedule

Add a section for each proposed project and check the box to reflect the years the project will occur.

Program Area:	Source Reduction									
Proposed Project:										
Project Details:										
Projected Timeline	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
<i>Place an X by year of implementation:</i>										
Responsible Party:										

Program Area:	Solid Waste Education									
Proposed Project:										
Project Details:										
Projected Timeline	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
<i>Place an X by year of implementation:</i>										
Responsible Party:										

Program Area:	Recycling Programs									
Proposed Project:										
Project Details:										
Projected Timeline	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
<i>Place an X by year of implementation:</i>										
Responsible Party:										

Program Area:	Yard Waste									
Proposed Project:										
Project Details:										
Projected Timeline	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
<i>Place an X by year of implementation:</i>										
Responsible Party:										

Program Area:	Source-Separated Organic Materials/Composting									
Proposed Project:										
Project Details:										
Projected Timeline	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
<i>Place an X by year of implementation:</i>										
Responsible Party:										

Program Area:	Incineration & Energy Recovery									
Proposed Project:	None									
Project Details:										
Projected Timeline	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
<i>Place an X by year of implementation:</i>										
Responsible Party:										

Program Area:	MSW Land Disposal Facilities									
Proposed Project:	Land Disposal Policies									
Project Details:										
Projected Timeline	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
<i>Place an X by year of implementation:</i>										
Responsible Party:										

35. References

Demographic and Environmental Justice Links:

<https://www.census.gov/programs-surveys/geography/data/interactive-maps.html>

[U.S. Census Bureau QuickFacts: United States](#)

[County Profiles / Minnesota Department of Employment and Economic Development \(mn.gov\)](#)

[MPCA and environmental justice | Minnesota Pollution Control Agency \(state.mn.us\)](#)

<https://mn.gov/admin/demography/data-by-place/mn-leg-district-data.jsp>

If the County:

- a. Has no programs, state in the plan that there are no programs existing/there are no plans during the next 10-year planning cycle.
- b. Sends waste to another county, private facility or state a brief narrative should be included containing any relevant numbers, facts, and key operational items.
- c. Owns/operates a solid waste facility(s) for any waste stream include all information as requested.
- d. Has a private company that owns/operates a solid waste processing/disposal facility for any waste stream, a brief narrative should be included containing any relevant numbers, facts, and key operational items?

Prevention and reuse are sometimes referred to as “source reduction,” which includes:

- Reusing a product in its original form
- Increasing the life span of a product
- Reducing material or the toxicity of material used
- Changing procurement, consumption, or waste generation habits to result in smaller quantities of waste or lower toxicity of waste

Source reduction can have environmental benefits 20 times greater than recycling, and this is why they should not be considered the same thing as recycling. Examples of programs that the county can do or partner with others to do are included in this document [Source reduction examples w-sw1-24a](#). This is a 10-year plan and source reduction is a required activity.



Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 05/02/2023

(Board meets the 1st and 3rd Tuesday after the first Monday of the Month)

Consent Agenda
Regular Agenda - Estimate Time Needed: 2 minutes
Approve/Deny Motion
Hold Public Hearing*
Requested Agenda Time: Flexible

Submitted By: Andrew Engel
Department: Public Works/Parks

Who will attend the meeting and be able to respond to questions if different from above?
Name and title:

Summary of Issue (include previous Board or Committee actions, applicable dates and copies of relevant Minutes):
Consider approving a quote from Chosen Valley Testing (St. Cloud, Minnesota) for material testing at a cost of \$8,091.00, and a quote from Whitetail Land Surveying (Silver Lake, Minnesota) for staking at a cost of \$2,000.00, as part of the Glencoe Area Transportation Services Construction Project, with funds from the Designated for Capital Assets budget (25-807).
Other bids were received from Braun Intertec (Minneapolis, Minnesota) for material testing at a cost of \$10,747.50, and from EG RUD & Sons (Hutchinson, Minnesota) for staking at a cost of \$3,620.00.

Recommended Action/Motion:
Consider approving a quote from Chosen Valley Testing (St. Cloud, Minnesota) for material testing at a cost of \$8,091.00, and a quote from Whitetail Land Surveying (Silver Lake, Minnesota) for staking at a cost of \$2,000.00, as part of the Glencoe Area Transportation Services Construction Project, with funds from the Designated for Capital Assets budget (25-807).

Financial Impact:
Is there a cost associated with this request? Yes No
What is the total cost, with tax and shipping?
Is this budgeted? Yes No
Fund & Department Number: 25-807 ex: 01-031

Additional Information Attached:
Contract/Agreement
Minutes of Relevant Meeting(s)
Background Information, Handouts, Contracts, Agreements, Quotes, Bids, Invoices must be Attached
Approved by County Attorney's Office: Yes No
Number of Signed Documents: 2

Board Action: (for use by Administrative Assistant)
Approved: Denied:
Tabled: No Action:
Email Cindy/Liz
Save
Print



Whitetail Land Surveying

10722 200th Street 320-535-5194
Silver Lake, MN 55381 WhitetailSurveying.com

April 19, 2023

Michelle Kiecker
Rice Companies

RE: Construction Staking - McLeod County Vehicle Storage (GATS) Building

In regards to the request for a quote for surveying services of the proposed McLeod County Vehicle Storage Building I would like to present the following quote:

Staking Proposed Building – Includes the necessary initial work to analyze the CAD/Plans and to adjust surveying equipment to match the existing boundary survey on site. Lath set at each proposed building corner and 4 offset points.

Utility Staking - Staking of proposed utilities (as show on Sheet C401 dated 12-16-22 of Rice Companies Bid Set) with lath and hubs set as offsets and cut/fill information to utility structures.

Quote.....\$2000

Additional Trips – Trip charge of \$250 plus \$175 per hour.

Whitetail Land Surveying takes pride in every aspect of our services provided. We utilize the latest Topcon Positioning Equipment and Carlson Software.

Please feel free to reach out with any questions and thank you for reaching out on your project's needs.

Sincerely,

Douglas Smith
Owner, MN Licensed Land Surveyor
320-535-5194
douglas@whitetailsurveying.com



3/28/2023

Rice Companies
1019 Industrial Drive South
Sauk Rapids MN 56379
PH: 320-864-4500

Project: 21365.23.MNS McLeod County Vehicle Storage (GATS) Building

Project Location: 320 13th Street West, Glencoe, MN 55336

Cost Estimate for Special Inspection and Construction Material Testing Services

Prepared for:
McLeod County Public Works
1400 Adams Street SE
Hutchinson, MN 55350

C/O: Ms. Michelle Kiecker, Rice Companies

Chosen Valley Testing, Inc. is pleased to submit this proposal for special inspections and construction material testing services for the proposed GATS Building in Glencoe, MN. Services for the project would be provided by personnel and equipment from our laboratory in St. Cloud, Minnesota.

Budget Summary for - 21365.23.MNS McLeod County Vehicle Storage (GATS) Building

Task Name	Cost
SOILS / AGGREGATE LAB	\$2,356.00
CONCRETE	\$4,652.00
STRUCTURAL STEEL	\$483.00
ADMINISTRATIVE, PROJECT SETUP, & REPORTING	\$600.00
Project total:	\$8,091.00

Execution of Costs

The costs for the work will depend on the project schedule and other factors. The first tabulation in the proposal summarizes our estimated total costs per type of testing/inspection and our perception of how this project might be completed. A subsequent breakdown shows how the unit rates were executed to arrive at these estimated costs. Again, all services will be provided on a unit cost basis and the owner would only be invoiced for actual services provided.

Variations in Costs

Our costs are based on our interpretation of the project requirements and typical contractor progress. The actual costs may be greater or less, depending on the project schedule. If you have a different interpretation of the scope and schedule, we can provide a revised cost that addressed your specific schedule and interpretation of the project requirements.

Scheduling

We do require a 24 hour notice for inspections and testing. CVT will provide on-call services for the project. Please call our office directly for scheduling.

Overtime

The rates provided based on providing work during normal working hours, generally 7AM to 6 PM on weekdays. Work on off hours or weekends would be subject to overtime, and the hourly rates would be increase by 30% to cover those costs. It is understood that the added cost for such work would be subject to the same restrictions and notification previously mentioned. With the present information, we have no reason to expect overtime will be needed.

Remarks



We appreciate the opportunity to propose construction materials testing services to you on this project. Please feel free to call us at 320-774-3500, if you have any questions regarding this document.

A handwritten signature in black ink, appearing to read 'Weston Nordhausen', with a long horizontal flourish extending to the right.

Weston Nordhausen
Assistant Branch Manager
wnordhausen@chosenvallleytesting.com

Chosen Valley Testing, Inc.
St. Cloud, Minnesota

Exhibit A - Scope of Work & Budget



EXHIBIT A Scope of Services

SOILS / AGGREGATE LAB

Soil Conditions: We have a copy of the plans, specifications, and geotechnical evaluation. Our personnel would evaluate the bearing conditions during. The special inspection statement schedule indicates that verification of site preparation, fill material and lift thickness, and fill compaction density testing is to be performed by the testing agency. Our findings and recommendations would be summarized in daily reports to the client. Compaction test reports would also be issued as results become available.

Cost Estimate for - SOILS / AGGREGATE LAB

Description	Qty	Rate	Units	Total
Prof. Geotech Engineer 1	1.00	\$150.00	RtHr	\$150.00
Engineering Technician	8.00	\$58.00	RtHr	\$464.00
Field Densities ASTM/AASHTO - Field Tech (1)	14.00	\$58.00	RtHr	\$812.00
Proctors ASTM/AASHTO	2.00	\$150.00	EA	\$300.00
Travel - Trip Fee	6.00	\$105.00	Trip	<u>\$630.00</u>
Total for SOILS / AGGREGATE LAB				\$2,356.00

Assumptions: Our field services will be performed by a engineering technician, working under the direct supervision of our project engineer. We have estimated a total of 2 site visits would be required to evaluate bearing conditions. We have included an additional 2 site visits for performing compaction testing on fill placed below footings and slabs and against foundation walls. We have estimated a total of 2 site visits for exterior site work observations and testing.

A Proctor test will be required for each soil type used as fill. The Proctor moisture-density tests will be performed in accordance with ASTM D 698 (standard method). We estimated 2 proctors would be required for the project.

CONCRETE

Concrete Reinforcement Observations & Testing: Reinforcement observations would be performed. Concrete will also be tested. Concrete testing would consist of slump (ASTM C 143), one air content (ASTM C 241), temperature (ASTM C 1064), and cylinder testing (ASTM C 39) on each day that concrete is placed. CVT will cast one set of 4 cylinders for each day's pour up to 50 cubic yards, nor less than once for each 5000 square feet of surface area for slabs or walls.



Cost Estimate for - CONCRETE

Description	Qty	Rate	Units	Total
Technician - Concrete (1)	32.50	\$58.00	RtHr	\$1,885.00
Cylinder Pickup Runner - (1)	9.00	\$58.00	RtHr	\$522.00
Cylinders - Each	44.00	\$20.00	EA	\$880.00
Travel - Trip Fee	13.00	\$105.00	Trip	\$1,365.00
Total for CONCRETE				\$4,652.00

Assumptions: We estimated a total of 9 concrete pours for the project, including 2 site visits for testing footings, 3 site visits for concrete piers and foundation walls, 2 site visits for testing the slab-on-grade and concrete topping, and 2 site visits for exterior concrete; stoops, sidewalks, curb/gutter & pavement. Site visits for reinforcement inspections would be performed on the same visit as the field concrete testing. We included 4 site visits for picking up samples.

STRUCTURAL STEEL

Structural Steel & Bolting Inspections: The construction documents state "Provide one inspection following erection to ensure compliance with the drawings." for structural steel.

Cost Estimate for - STRUCTURAL STEEL

Description	Qty	Rate	Units	Total
Structural Steel Inspections	4.50	\$84.00	RtHr	\$378.00
Travel - Trip Fee	1.00	\$105.00	Trip	\$105.00
Total for STRUCTURAL STEEL				\$483.00

Assumptions: We have included costs for 1 site visit for the inspection of the structural steel.

ADMINISTRATIVE, PROJECT SETUP, & REPORTING

Engineering, Reporting and Review

Reports would be issued electronically at the frequencies required. We have included a rate and a number budgeted number of hours for our project engineer and project manager to review the project data and prepare reports as needed.

The results of our tests and evaluations would be reported to you as they become available, and within the terms required in the specification. Failing tests would be verbally reported ahead of the typed reports for any corrective action (if necessary).

Cost Estimate for - ADMINISTRATIVE, PROJECT SETUP, & REPORTING

Description	Qty	Rate	Units	Total
Est. Costs for Administrative, Project Setup, and Reporting	1.00	\$600.00	EA	\$600.00
Total for ADMINISTRATIVE, PROJECT SETUP, & REPORTING				\$600.00



Authorization to Proceed

Special Inspection and Construction Testing Proposal

Prepared for:

McLeod County Public Works
1400 Adams Street SE
Hutchinson, MN 55350

21365.23.MNS McLeod County Vehicle Storage (GATS) Building
320 13th Street West, Glencoe, MN 55336

C/O: Rice Companies
1019 Industrial Drive South Sauk Rapids MN, 56379

Prepared by:

Chosen Valley Testing, Inc.
414 37th Ave. N St. Cloud Minnesota, 56303

Commence of the above Project or Work Package, as outlined in the attached proposal document from Chosen Valley Testing, Inc. is hereby authorized.

Authorizing Person(s):

Signed

Name/Title

Date

GENERAL CONTRACT PROVISIONS

ARTICLE 1 – PERFORMANCE OF THE WORK

Chosen Valley Testing, Inc. (“CVT”) shall perform the services under this Agreement in accordance with the care and skill ordinarily exercised by members of CVT’s profession practicing under similar circumstances at the same time and in the same locality. Sampling procedures employed by CVT during the Work can indicate actual conditions only at the precise locations from which, and only at the time, samples are taken. CVT may make inferences based upon the results of sampling or related testing to form a professional opinion of conditions in areas beyond those from which samples were taken. However, because a sampling program cannot prove the non-existence or non-presence of conditions or materials, CVT makes no warranties, express or implied, under this Agreement or otherwise, in connection with its services.

ARTICLE 2 – ADDITIONAL SERVICES



If the Client requests that the CVT perform any services which are beyond the scope as set forth in the Proposal, or if changed or unforeseen conditions require the CVT to perform services outside of the original scope, then, CVT shall promptly notify the Client of cause and nature of the additional services required. Upon notification, CVT shall be entitled to an equitable adjustment in both compensation and time to perform.

ARTICLE 3 – SCHEDULE

Unless specific periods of time or dates for providing services are specified in a separate Exhibit, CVT's obligation to render services hereunder will be for a period which may reasonably be required for the completion of said services. The Client agrees that CVT is not responsible for damages arising directly or indirectly from any delays for causes beyond CVT's control. For purposes of this Agreement, such causes include, but are not limited to, strikes or other labor disputes; severe weather disruptions, or other natural disasters or acts of God; fires, riots, war or other emergencies; any action or failure to act in a timely manner by any government agency; actions or failure to act by the Client or the Client's contractor or CVTs; or discovery of any hazardous substance or differing site conditions. If the delays outside of CVT's control increase the cost or the time required by CVT to perform its services in accordance with professional skill and care, then CVT shall be entitled to a reasonable adjustment in schedule and compensation.

ARTICLE 4 – CONTRACTOR RESPONSIBILITIES

CVT neither guarantees the performance of any Contractor retained by Client nor assumes responsibility for any Contractor's failure to furnish and perform the work in accordance with the construction documents. Client acknowledges CVT will not direct, supervise or control the work of contractors or their subcontractors, nor shall CVT have authority over or responsibility for the contractors means, methods, or procedures of construction. CVT's services do not include review or evaluation of the Client's, contractor's or subcontractor's safety measures, or job site safety. Job Site Safety shall be the sole responsibility of the contractor who is performing the work.

ARTICLE 5 – CLIENT RESPONSIBILITIES

Client is responsible to provide CVT with access to the site. Client shall also provide CVT with any other previous geotechnical or other reports, investigations, specifications, plans and other information about the site to which Client has access. Changes in plans and information about the site conditions that becomes known after our report may affect CVT's opinions.

Drilling, sampling, and other subsurface work will cause disruption to the site and in particular to any paving or other structures in place over the selected sampling locations. CVT will use reasonable care to minimize damage to the site, but CVT has not included the cost of restoring normal damage in the estimated charges contained within its proposal. Client agrees to equitable adjust the contract amount in the event that Client seeks repair of the site in a manner more than is customary in the industry.

ARTICLE 6 – REUSE AND DISPOSITION OF INSTRUMENTS OF SERVICE

All documents, including reports, drawings, calculations, specifications, CADD materials, computers software or hardware or other work product prepared by CVT pursuant to this Agreement are CVT's Instruments of Service and CVT retains all ownership interests in Instruments of Service, including copyrights. The Instruments of Service are not intended or represented to be suitable for reuse by the Client or others on extensions of the Project or on any other project. Copies of documents that may be relied upon by Client are limited to the printed copies (also known as hard copies) that are signed or sealed by CVT. Files in electronic format furnished to Client are only for convenience of Client. Any conclusion or information obtained or derived from such electronic files will be at the user's sole risk. CVT makes no representations as to long term compatibility, usability or readability of electronic files.

If requested, at the time of completion or termination of the work, the CVT may make available to the Client the Instruments of Service upon (i) payment of amounts due and owing for work performed and expenses incurred to the date and time of termination, and (ii) fulfillment of the Client's obligations under this Agreement. Any use or re-use of



such Instruments of Service by the Client or others without written consent, verification or adaptation by the CVT except for the specific purpose intended will be at the Client's risk and full legal responsibility and Client expressly releases all claims against CVT arising from re-use of the Instruments of Service without CVT's written consent, verification or adaptation.

The Client will, to the fullest extent permitted by law, indemnify and hold the CVT harmless from any claim, liability or cost (including reasonable attorneys' fees, and defense costs) arising or allegedly arising out of any unauthorized reuse or modification of these Instruments of Service by the Client or any person or entity that acquires or obtains the reports, plans and specifications from or through the Client without the written authorization of the CVT. Under no circumstances shall transfer of Instruments of Service be deemed a sale by CVT, and CVT makes no warranties, either expressed or implied, of merchantability and fitness for any particular purpose. CVT shall be entitled to compensation for any consent, verification or adaptation of the Instruments of Service for extensions of the Project or any other project.

ARTICLE 7 – PAYMENTS

Payment to CVT shall be on a lump sum or hourly basis as set out in the Agreement. CVT is entitled to payment of amounts due plus reimbursable expenses. Client will pay the balance stated on the invoice unless Client notifies CVT in writing of any disputed items within 15 days from the date of invoice. In the event of any dispute, Client will pay all undisputed amounts in the ordinary course, and the Parties will endeavor to resolve all disputed items. All accounts unpaid after 30 days from the date of original invoice shall be subject to a service charge of 1-1/2% per month, or the maximum amount authorized by law, whichever is less. CVT reserves the right to retain products of service until all invoices are paid in full. CVT will not be liable for any claims of loss, delay, or damage by Client for reason of withholding services or products of service until all invoices are paid in full. CVT shall be entitled to recover all reasonable costs and disbursements, including reasonable attorney fees, incurred in connection with collecting amounts owed by Client. In addition, CVT may, after giving seven days' written notice to Client, suspend services under this Agreement until it receives full payment for all amounts then due for services, expenses and charges.

ARTICLE 8 – HAZARDOUS MATERIALS

Notwithstanding the Scope of Services to be provided pursuant to this Agreement, it is understood and agreed that CVT is not a user, handler, generator, operator, treater, arranger, storer, transporter or disposer of hazardous or toxic substances, pollutants or contaminants as any of the foregoing items are defined by Federal, State and/or local law, rules or regulations, now existing or hereafter amended, and which may be found or identified on any Project which is undertaken by CVT.

The Client agrees to indemnify CVT and its officers, subCVT(s), employees and agents from and against any and all claims, losses, damages, liability and costs, including but not limited to costs of defense, arising out of or in any way connected with, the presence, discharge, release, or escape of hazardous or toxic substances, pollutants or contaminants of any kind, except that this clause shall not apply to such liability as may arise out of CVT's sole negligence in the performance of services under this Agreement arising from or relating to hazardous or toxic substances, pollutants, or contaminants specifically identified by the Client and included within CVT's services to be provided under this Agreement.

ARTICLE 9 - INSURANCE

CVT has procured general and professional liability insurance. On request, CVT will furnish client with a certificate of insurance detailing the precise nature and type of insurance, along with applicable policy limits.

ARTICLE 10 – TERMINATION OR SUSPENSION

If CVT's services are delayed or suspended in whole or in part by Client, or if CVT's services are delayed by actions or inactions of others for more than 60 days through no fault of CVT, CVT shall be entitled to either terminate its agreement upon 7 days written notice or, at its option, accept an equitable adjustment of rates and amounts of



compensation provided for elsewhere in this Agreement to reflect reasonable costs incurred by CVT in connection with, among other things, such delay or suspension and reactivation and the fact that the time for performance under this Agreement has been revised.

This Agreement may be terminated by either party upon seven days written notice should the other party fail substantially to perform in accordance with its terms through no fault of the party initiating the termination. In the event of termination CVT shall be compensated for services performed prior to termination date, including charges for expenses and equipment costs then due and all termination expenses. CVT is entitled to payment even if the project does not go forward or is not constructed.

This Agreement may be terminated by either party upon thirty days' written notice without cause. CVT shall upon termination only be entitled to payment for the work performed up to the Date of termination. In the event of termination, copies of plans, reports, specifications, electronic drawing/data files (CADD), field data, notes, and other documents whether written, printed or recorded on any medium whatsoever, finished or unfinished, prepared by the CVT pursuant to this Agreement and pertaining to the work or to the Project, (hereinafter "Instruments of Service"), shall be made available to the Client upon payment of all amounts due as of the date of termination. All provisions of this Agreement allocating responsibility or liability between the Client and CVT shall survive the completion of the services hereunder and/or the termination of this Agreement.

ARTICLE 11 - INDEMNIFICATION

The CVT agrees to indemnify and hold the Client harmless from any damage, liability or cost to the extent caused by the CVT's negligence or willful misconduct.

The Client agrees to indemnify and hold the CVT harmless from any damage, liability or cost to the extent caused by the Client's negligence or willful misconduct.

ARTICLE 12- WAIVER OF CONSEQUENTIAL DAMAGES

The CVT and Client waive claims against each other for consequential damages arising out of or relating to this contract. This mutual waiver includes damages incurred by the Client for rental expenses, for loss of use, loss of income, lost profit, project delays, financing, business and reputation and for loss of management or employee productivity or of the services of such persons; and (2) Damages incurred by the CVT for principal office expenses including the compensation for personnel stationed there, for losses of financing, business and reputation and for loss of profit except anticipated profit arising directly from the Work. The CVT and Client further agree to obtain a similar waiver from each of their contractors, subcontractors or suppliers.

ARTICLE 13 - ASSIGNMENT

Neither Party to this Agreement shall assign its interest in this agreement, any proceeds due under the Agreement nor any claims that may arise from services or payments due under the Agreement without the written consent of the other Party. Any assignment in violation of this provision shall be null and void. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the CVT or Client. This Agreement is for the exclusive benefit of CVT and Client and there are no other intended beneficiaries of this Agreement.

ARTICLE 14 - CONFLICT RESOLUTION

In an effort to resolve any conflicts that arise during the design or construction of the project or following the completion of the project, the Client and CVT agree that all disputes between them arising out of or relating to this Agreement shall be submitted to nonbinding mediation as a precondition to any formal legal proceedings.

ARTICLE 15 - CONFIDENTIALITY



The CVT agrees to keep confidential and not to disclose to any person or entity, other than the CVT's employees, and the general contractor and subcontractors, if appropriate, any data and information furnished to the CVT and marked CONFIDENTIAL by the Client. These provisions shall not apply to information in whatever form that comes into the public domain, nor shall it restrict the CVT from giving notices required by law or complying with an order to provide information or data when such order is issued by a court, administrative agency or other authority with proper jurisdiction, or if it is reasonably necessary for the CVT to complete services under the Agreement or defend itself from any suit or claim.

ARTICLE 16 – LIMITATION OF LIABILITY

To the maximum extent permitted by law, the Client agrees to limit the CVT's liability for any claims by or through the Client to the sum of Fifty Thousand Dollars (\$50,000). This limitation shall apply regardless of the cause of action or legal theory pled or asserted. In addition, Client and CVT each agree that neither will be responsible for any incidental, indirect, or consequential damages (including loss of use or loss of profits) sustained by the other, its successors or assigns. This mutual waiver shall apply even if the damages were foreseeable and regardless of the theory of recovery pled or asserted.

ARTICLE 17 - CONTROLLING LAW

This Agreement is to be governed by the laws of the State of the location of the Project. Any controversy or claim arising out of or relating to this Agreement, or the breach thereof, including but not limited to claims for negligence or breach of warranty, that is not settled by nonbinding mediation shall be settled by the law of the state of the location of the Project.

ARTICLE 18 - LOCATION OF UNDERGROUND IMPROVEMENTS

Client shall provide CVT all information that Client has about buried objects at the site. Where requested by Client, CVT will perform customary research to assist Client in locating and identifying subterranean structures or utilities. However, CVT may reasonably rely on information from the Client and information provided by local utilities related to structures or utilities and will not be liable for damages incurred where CVT has complied with the standard of care and acted in reliance on that information. The Client agrees to waive all claims and causes of action against the CVT for claims by Client or its contractors relating to the identification, removal, relocation, or restoration of utilities, or damages to underground improvements resulting from subsurface penetration locations established by the CVT.



Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 05/02/2023

(Board meets the 1st and 3rd Tuesday after the first Monday of the Month)

Consent Agenda
Regular Agenda - Estimate Time Needed: 10 minutes
Approve/Deny Motion, Discussion/Presentation, Hold Public Hearing*, Direction Requested
Requested Agenda Time: Flexible

Submitted By: Andrew Engel Department: Public Works/Parks

Who will attend the meeting and be able to respond to questions if different from above?
Name and title:

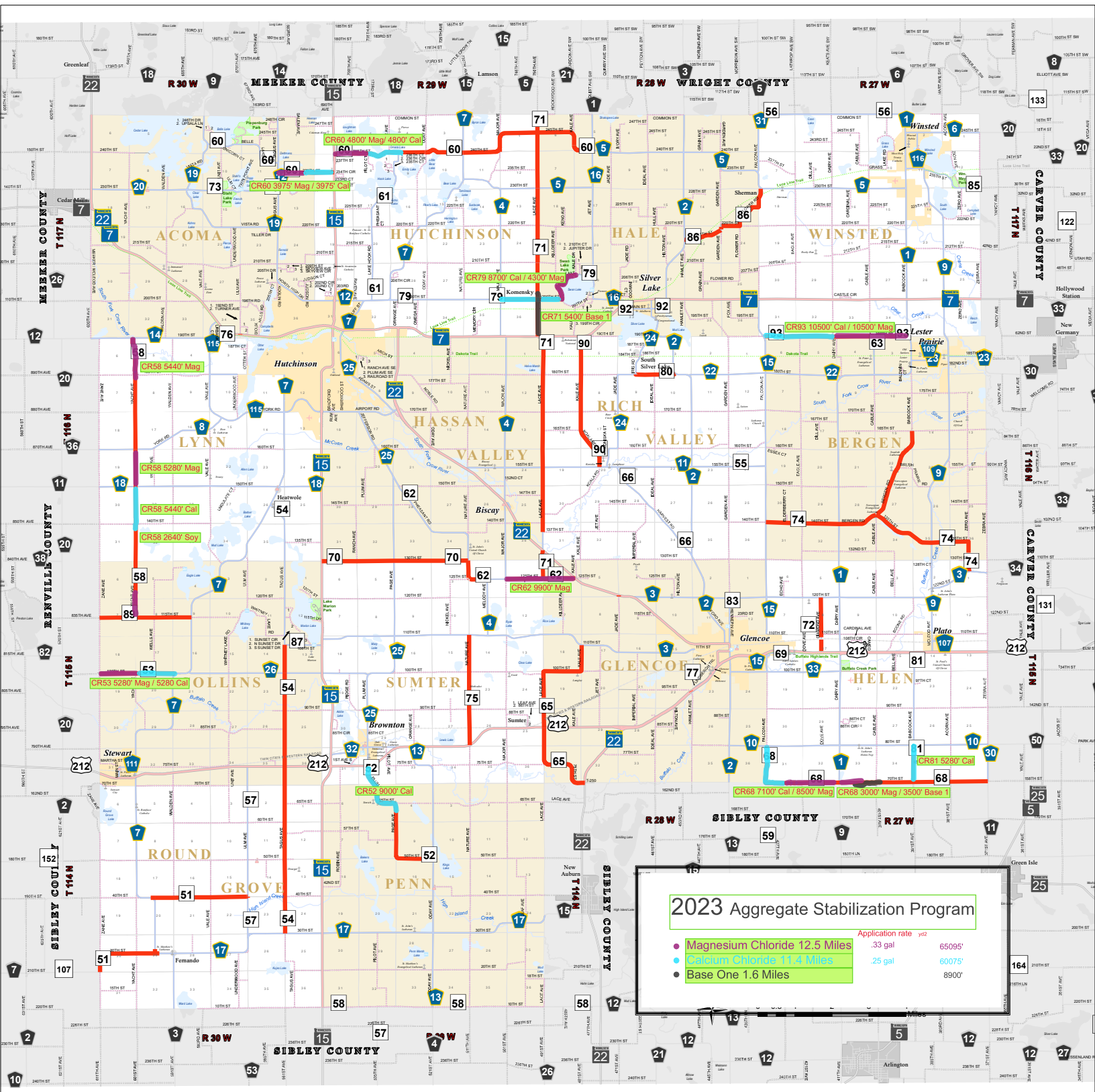
Summary of Issue (include previous Board or Committee actions, applicable dates and copies of relevant Minutes):
Consider approving a quote from Crow River Construction (New London, Minnesota) to provide calcium chloride on 11.4 miles of County gravel roads at a cost of \$45,356.63, and a quote from Central MN Dust Control (Springfield, Minnesota) to provide magnesium chloride on 12.5 miles of County gravel roads at a cost of \$46,868.40, with funds from the Highway Construction budget (03-320).
The County Board has directed Public Works to do a gravel stabilization (dust control) pilot project in 2023 to see the cost vs. benefits of stabilizing our gravel roads. Public Works will be applying three different stabilization materials (calcium chloride, magnesium chloride, and Base One) to a total of 25.5 miles of gravel County roads this season.
The Local Road Research Board has contracted with Michigan State University to study the effectiveness of gravel road stabilization. Public Works is Michigan State University on the study. McLeod County is going to do the stabilization, maintenance work and track costs as we always do, Michigan State University is going to perform testing on dust levels, road conditions, and gravel material analysis throughout the summer. Michigan State University will compile the test data and our maintenance and cost data, perform analysis, and produce a report on the findings. This study has no cost impact to the County yet will provide all of the analysis and testing for the pilot project.
A second quote was received from Kevin Loftness Excavating (Hector, Minnesota) to provide magnesium chloride at a cost of \$46,868.40, but the quote was rescinded due to the scale of the project. No other quotes were received to provide calcium chloride.

Recommended Action/Motion:
Consider approving a quote from Crow River Construction (New London, Minnesota) to provide calcium chloride on 11.4 miles of County gravel roads at a cost of \$45,356.63, and a quote from Central MN Dust Control (Springfield, Minnesota) to provide magnesium chloride on 12.5 miles of County gravel roads at a cost of \$46,868.40, with funds from the Highway Construction budget (03-320).

Financial Impact:
Is there a cost associated with this request? Yes No
What is the total cost, with tax and shipping?
Is this budgeted? Yes No Fund & Department Number: 03-320 ex: 01-031

Additional Information Attached:
Contract/Agreement Approved by County Attorney's Office: Yes No
Legally binding agreements must have County Attorney approval prior to submission.
Minutes of Relevant Meeting(s) Number of Signed Documents: 2
Background Information, Handouts, Contracts, Agreements, Quotes, Bids, Invoices must be Attached

Board Action: (for use by Administrative Assistant)
Approved: Denied: Email Cindy/Liz Save Print
Tabled: No Action:



2023 Aggregate Stabilization Program

Treatment	Application rate ¹ yoz	65095'	60075'	8900'
● Magnesium Chloride 12.5 Miles	.33 gal	65095'		
● Calcium Chloride 11.4 Miles	.25 gal		60075'	
● Base One 1.6 Miles				8900'



Greetings,

With the 2023 dust control season approaching, we are happy to provide you with an estimate as well as updated information. Please note the following as you consider your dust control needs this coming year:

-IMPORTANT: We do not necessarily have the same drivers from past years, so to ensure the spray is applied where you want it, make the marking obvious or have a ride along representative from your township. If using markers, have your area designated with flags, ribbons or other brightly colored markers by May 15.

-You will receive an invoice after we have sprayed.

-Our rates are based on the wholesale product pricing. Price includes tax.

- If you contact us after we have sprayed your area, the additional trip adds to our operating costs. This will result in an additional fee of \$50 plus \$2.50/mile for us to travel from our nearest holding site.

-Please note that if fuel costs rise above \$4.00 prices are subject to change.

38% Calcium Chloride Solution
\$1.51 per Gallon
See Attached sheet for per foot rates based on application rate and road size

*These prices are valid for entities that bill the residents. *We do not bill individual residents.*

*Our trucks apply the Chloride Solution with electronic metering set at a rate requested by the consumer.

60,075' 18' spray @ 25 application rate \$0.755/ft

Please complete the following and return to our office:

\$ 45,356.63

Customer: Mcloed County

Date	Signature	
	Printed Name	

Contact Phone Number _____

Please call or email Jake or Michelle with any further questions:

Jake@crowriverconstruction.com (320-444-7633) concrete@crowriverreadymix.com (320-796-0125)

* Attach Map

Central Minnesota Dust Control, LLC
 22418 Elbow Drive
 Richmond, MN 56368

Estimate

Date 4/26/2023
 Estimate # 870

Name / Address

McLeod County

Description	Qty	Rate
<p>2023 Quote McLeod County concerning the application of 33% DustGard PLUS Magnesium Chloride for dust control and road stabilization. This quote is based on approximately 65,095 lineal feet with an application width of 18 feet</p> <p>Pricing includes product, product application and any applicable taxes.</p> <p>Quote based on utilizing a .30 application rate (1\3 gallon of product applied per square yard.)</p> <p>33% DustGard PLUS Magnesium Chloride Price per Gallon Price per lineal foot = \$0.72 Price per mile = \$3,801.60</p> <p>(Total gallons required is 39,057) Project Price Total = \$46,868.40</p> <p>We appreciate the opportunity to furnish this proposal to McLeod County. Thank you for contacting us and we hope to work with you this dust control season.</p>	1	1.20
		<p>Subtotal \$1.20 Sales Tax (0.0%) \$0.00 Total \$1.20</p>

Central Minnesota Dust Control, LLC
 Lakefun@meltel.net

320-597-2150



Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 05/02/2023

(Board meets the 1st and 3rd Tuesday after the first Monday of the Month)

Consent Agenda
Regular Agenda - Estimate Time Needed: 2 minutes
Approve/Deny Motion
Hold Public Hearing*
Direction Requested
Requested Agenda Time: Flexible

Submitted By: Hannah Tjoflat
Department: Employee Relations

Who will attend the meeting and be able to respond to questions if different from above?
Name and title:

Summary of Issue (include previous Board or Committee actions, applicable dates and copies of relevant Minutes):
Consider approving a recommendation from the Personnel Committee to add two Veteran Van Driver positions to the van driver pool.
Veteran Van Drivers are part-time, 67-shift employees who are scheduled on a needs basis to assist McLeod County Veterans. Veteran Services has seen an increase in requests in 2023, creating a need to add additional drivers.

Recommended Action/Motion:
Consider approving a recommendation from the Personnel Committee to add two Veteran Van Driver positions to the van driver pool.

Financial Impact:
Is there a cost associated with this request? Yes No
What is the total cost, with tax and shipping? \$ 0.00
Is this budgeted? Yes No
Fund & Department Number: ex: 01-031

Additional Information Attached:
Contract/Agreement
Minutes of Relevant Meeting(s)
Background Information, Handouts, Contracts, Agreements, Quotes, Bids, Invoices must be Attached
Approved by County Attorney's Office: Yes No
Number of Signed Documents:

Board Action: (for use by Administrative Assistant)
Approved: Denied:
Tabled: No Action:
Submit Save Print



Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 05/02/2023

(Board meets the 1st and 3rd Tuesday after the first Monday of the Month)

Consent Agenda
Regular Agenda - Estimate Time Needed: 1 minutes
Approve/Deny Motion
Hold Public Hearing*
Discussion/Presentation
Direction Requested
Requested Agenda Time: Flexible

Submitted By: on behalf of Sheila Murphy
Department: Administration

Who will attend the meeting and be able to respond to questions if different from above?
Name and title:

Summary of Issue (include previous Board or Committee actions, applicable dates and copies of relevant Minutes):

Consider approving the Collective Bargaining Agreement with McLeod County Minnesota Nurses Association (MNA) for the period of January 1, 2023, through December 31, 2025.

Recommended Action/Motion:

Approve the Collective Bargaining Agreement with McLeod County Minnesota Nurses Association (MNA) for January 1, 2023, through December 31, 2025.

Financial Impact:
Is there a cost associated with this request? Yes No
What is the total cost, with tax and shipping? \$ 0.00
Is this budgeted? Yes No
Fund & Department Number: ex: 01-031

Additional Information Attached:
Contract/Agreement
Approved by County Attorney's Office: Yes No
Legally binding agreements must have County Attorney approval prior to submission.
Minutes of Relevant Meeting(s)
Background Information, Handouts, Contracts, Agreements, Quotes, Bids, Invoices must be Attached

Board Action: (for use by Administrative Assistant)
Approved: Denied:
Tabled: No Action:
Submit Save Print

CONTRACT AGREEMENT

between

**THE COUNTY of McLeod
Glencoe, Minnesota**

and

MINNESOTA NURSES ASSOCIATION

January 1, 2023 – December 31, 2025

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ARTICLE 1 - AGREEMENT AND PURPOSE

1.1 Agreement

This Agreement is entered into between McLeod County, hereinafter called the Employer, and the Minnesota Nurses Association, hereinafter called the Union.

1.2 Statement of Relationship

This Agreement has as its purpose the promotion of harmonious relationships between the parties; the establishment of an equitable and peaceful procedure for resolution of differences; the establishment of rates of pay, hours of work, and other conditions of employment; and to express the full and complete understanding of the parties pertaining to all terms and conditions of employment.

1.3 Purpose

This Agreement is entered into by the parties for the general purpose of promoting the mutual interests of the County and its Employees; to maintain cooperation and understanding between the parties; improve Employee efficiency; improve the quality of services rendered to the County and the public; establish certain hours, wages, and other conditions of employment; establish procedures for the resolution of disputes concerning this Agreement's interpretation and/or other application. In the spirit of existing harmonious relations, the parties to this Agreement shall cooperate fully to secure the advancement and achievement of these purposes.

ARTICLE 2 - RECOGNITION

2.1 Recognition

The Employer recognizes the Union as the exclusive representative under Minnesota Statute, Chapter 179A.03, Subdivision 14, for all employees who are employed for more than fourteen (14) hours per week and more than sixty-seven (67) work days per year, working as Public Health Nurses, Health Educators, Registered Nurses and Public Health Social Workers.

2.2 Determination of Bargaining Unit

In the event the Employer and the Union are unable to agree as to the inclusion or exclusion of a new or modified job class, the issue shall be submitted to the Bureau of Mediation Services for determination.

2.3 Exclusive Representative

The Employer shall not enter into any agreement with employees coming under the jurisdiction of this Agreement, either individually or collectively, which in any way conflicts with the terms and conditions of this Agreement of which the Union is the sole and exclusive representative for said employees.

ARTICLE 3 - DEFINITIONS

- 3.1 **UNION:**
The Minnesota Nurses Association.
- 3.2 **UNION MEMBER:**
A member of the Minnesota Nurses Association.
- 3.3 **EMPLOYEE:**
A member of the exclusively recognized bargaining unit.
- 3.4 **EMPLOYER:**
The County of McLeod.
- 3.5 **IMMEDIATE FAMILY:**
The immediate family shall include the employee's spouse, children (of any age), sibling, parent, mother-in-law, father-in-law, grandchild, or grandparent. Stepfamily relationships are treated as equally as the traditional family relationships listed above.
- 3.6 **PART-TIME EMPLOYEE:**
Employees who are regularly scheduled to work a workweek of less than full-time.
- 3.7 **FULL-TIME EMPLOYEE:**
Employees who work forty (40) hours a week or more on a regular basis.

ARTICLE 4 - EMPLOYER SECURITY

- 4.1 **No Strike / No Lockout**
Neither the Union, its officers or agents, nor any of the employees covered by this Agreement will engage in, encourage, sanction, support or suggest any strikes, slowdowns, mass absenteeism, sympathy strike, the willful absence from one's position, the stoppage of work or the abstinence in whole or on part of the full, faithful and proper performance of the duties of employments for the purposes of inducing influencing or coercing a change in the conditions of compensation or the rights, privileges or obligations of employment. In the event of a violations of this article, whether sanctioned or unsanctioned, the Union, upon request of the Employer, shall immediately use its best efforts to affect the return to normal work routine of the involved employees. Any and all employees who violate any of the provisions of this article will be subject to discharge, or other discipline.

The Employer shall not lockout unit employees.

4.2 No Interference

The Employer agrees not to interfere with the rights of employees to become members of the Union, and there shall be no discrimination, interference, restraint, or coercion by the Employer against any employee because of Union membership or non-membership or because of any employee activity in an official capacity on behalf of the Union.

ARTICLE 5 - EMPLOYER AUTHORITY

5.1 It is recognized by both parties that except as expressly stated herein, the Employer shall retain whatever rights and authority necessary to operate and direct the affairs of the Public Health unit employees in all of its various aspects, including but not limited to, the right to direct the working forces; to plan, direct and control all operations and services of the unit; to determine methods, means, organization and number of personnel by which such operations and services are to be conducted; to assign and transfer employees; to schedule working hours and to assign overtime; to determine whether goods or services should be made or purchased or contracted for; to hire, promote, demote, suspend, discipline, discharge or relieve employees due to lack of work or other legitimate reasons; to make and enforce rules and regulate; and to change or eliminate existing methods, equipment or facilities. It is also recognized by both parties that the Employer shall retain the authority and prerogative to:

- A. Operate and manage affairs in all respects in accordance with existing and future laws and regulations or appropriate authorities including County personnel policies and work rules; and
- B. Maintain the efficiency of the government operations; and
- C. Take whatever actions may be necessary to carry out the missions of the County in emergencies.
- D. Nothing in this Agreement shall prohibit or restrict the rights of the Employer to subcontract work performed by the employees.

ARTICLE 6 - UNION SECURITY

6.1 Dues Deduction

In recognition of the Union as the exclusive representative, the Employer shall:

- A. Deduct from each payroll an amount sufficient to provide payment of dues from the wages of all employees authorizing, in writing, such a deduction; and
- B. Remit such deduction to the appropriate designated officer of the Union.

6.2 Designation of Stewards

The Union may designate up to four (4) employees from the bargaining unit to act as stewards and the Union shall inform the Employer, in writing, of such choice.

- A. The Union may designate up to four (4) employee representatives from the bargaining unit to act as negotiators for the bargaining unit. The Union shall certify to the Employer and Agency Director, in writing within five (5) days of such choice and the designation of the successors to those positions. The Union shall also certify to the Employer a complete and current list of its officers.
- B. Permission to leave a workstation for Union business will be limited to the investigation and presentation of grievances to the Employer. Employees shall not leave their workstation without prior permission of their designated supervisor or director. No more than one (1) representative shall, in addition to the grievant on paid time, investigate or present a grievance.
- C. In addition to other Union business permitted pursuant to this Section, up to four (4) employee representatives selected by the Union may be given permission to leave a workstation for Union business to participate in meetings with the Employer for negotiations of agreements. Employees must make a written request to leave a workstation at least seventy-two (72) hours in advance of the activity unless this requirement is waived by their department supervisor or director. Permission to participate in this activity on a paid basis shall be limited to up to an equivalent of eight (8) hours held prior to commencement of mediation requested by either party and up to eight (8) hours after commencement of mediation.

6.3 New Employee Orientation

The Employer agrees to notify the Union of the hire of any new employee in any unit covered by this Agreement.

Union stewards shall receive fifteen (15) minutes of paid time during their regularly scheduled shift to orient all new employees to the Union. The Union steward will distribute new member packets, contracts to new hires and have new hires fill out the Union authorization form for membership in the Union.

6.4 Non-Discrimination

The Union, in the responsibility of the exclusive representative of employees, represents all employees without discrimination, interference, restraint, or coercion.

6.5 Hold Harmless Clause

The Union agrees to indemnify and hold the Employer harmless against any and all claims, suits, orders, or judgments brought or issued against the

Employer as a result of any action taken or not taken by the Employer under the provisions of this Article.

6.6 Bulletin Boards

The Employer agrees to allow the Union to use designated bulletin space for the purpose of posting notices of Union meetings, Union election, Union election returns, Union appointments of office, and Union recreational and social affairs or related items. The Union agrees to limit the posting of any such materials to the bulletin board space designated by the Employer.

6.7 Notices

Communications to the Union shall be directed to the Minnesota Nurses Association.

ARTICLE 7 - GRIEVANCE PROCEDURE

7.1 Definition of a Grievance

A grievance is defined as a dispute or disagreement as to the interpretation or application of the specific terms and conditions of this Agreement.

7.2 Union Representatives

The Employer will recognize representatives designated by the Union as the grievance representatives of the bargaining unit having the duties and responsibilities established by this Article.

7.3 Processing of a Grievance

The aggrieved employee and a Union representative shall be allowed a reasonable amount of time without loss in pay when a grievance is investigated and presented to the Employer during normal working hours.

7.4 Procedure

Grievances, as defined in Section 7.1, shall be resolved in conformance with the following procedure:

Step 1

An employee claiming a violation concerning the interpretation or application of this Agreement shall, within ten (10) working days after such alleged violation has occurred, present such grievance to the employee's immediate supervisor. The Employer-designated representative will discuss and give an answer to such Step 1 grievance within ten (10) calendar days after receipt. A grievance not resolved in Step 1 and appealed to Step 2 shall be placed in writing, setting forth the nature of the grievance, the facts on which it is based, the provision or provisions of the Agreement allegedly violated, the remedy requested, and shall be appealed to Step 2 within ten (10) calendar days after the Employer-designated representative's final answer in Step 1.

Step 2

If appealed, the written grievance shall be presented by the Union and discussed with the Employer-designated Step 2 representative. The Employer-designated representative shall give the Union the Employer's Step 2 answer in writing within ten (10) calendar days after receipt of such Step 2 grievance. A grievance not resolved in Step 2 may be appealed to Step 3 within ten (10) calendar days following the Employer-designated representative's final Step 2 answer.

Step 3

If the grievance is not settled in Step 2, the grievance shall be presented in writing to the (Health and Human Services) committee or its designee at its next regular meeting. The Committee will respond in writing to the Union steward within ten (10) working days.

Step 4

A grievance unsettled, either party may, by written notice to the other, request for arbitration. The parties shall select an arbitrator within twenty (20) working days of receiving the panel of arbitrators from the Bureau of Mediation Services. The parties may extend timelines by mutual agreement.

7.5 Arbitrator Authority

- A. The arbitrator shall have no right to amend, modify, nullify, ignore, add to, or subtract from the terms and conditions of this Agreement. The arbitrator shall consider and decide only the specific issue(s) submitted in writing by the Employer and the Union and shall have no authority to make a decision on any other issue not so submitted.
- B. The arbitrator shall be without power to make decisions contrary to or inconsistent with or modifying or varying in any way the application of laws, rules, or regulations having the force and effect of law. The arbitrator's decision shall be submitted in writing within thirty (30) days following close of the hearing.
- C. The fees and expenses for the arbitrator's services and proceedings shall be borne equally by the Employer and the Union, provided that each party shall be responsible for compensating its own representatives and witnesses. If either party desires a verbatim record of the proceedings, it may cause such a record to be made, providing it pays for the record. If both parties desire a verbatim record of the proceedings, the cost shall be shared equally.

7.6 Waiver

If a grievance is not presented within the time limits set forth above, it shall be considered waived. If a grievance is not appealed to the next step within the specified time limit or any agreed upon extension thereof, it shall be considered settled on the basis of the Employer's last answer. If the Employer

does not answer a grievance or an appeal thereof within the specified time limits, the Union may elect to treat the grievance as denied at that step and immediately appeal the grievance to the next step. The time limits in each step may be extended by mutual written agreement of the Employer and the Union in each step.

ARTICLE 8 - SAVINGS CLAUSE

- 8.1 This Agreement is subject to the laws of the United States, the State of Minnesota, and the County of McLeod. In the event any provisions of this Agreement shall be held to be contrary to law by a court of competent jurisdiction from whose final judgment or decree no appeal has been taken within the time provided, such provisions shall be voided. All other provisions of this Agreement shall continue in full force and effect. The voided provisions may be renegotiated at the written request of either party.

ARTICLE 9 - PROFESSIONALS

- 9.1 The Employer agrees that no employee shall be compelled or requested to perform services that are contrary to the rules or regulations of an appropriate legal governing body or agency for the practice of a professional promulgated by the appropriate state board or agency.

ARTICLE 10 - DISCIPLINE AND DISCHARGE

- 10.1 The Employer will discipline employees for just cause only. The Employer recognizes the value of corrective, progressive discipline. Disciplinary action measures shall only include the following:
- A. Oral reprimand
 - B. Written reprimand
 - C. Suspension
 - D. Discharge

Both the Employer and the Union agree that the above list of types of discipline is not meant to imply a sequence of events. Oral reprimands shall not be subject to the grievance procedure.

- 10.2 All discipline other than oral reprimands will be issued in written form and made available to the employee upon request. All disciplinary records shall state the corrective action expected of the employee. Each employee shall receive a copy of evaluative personnel and disciplinary actions.
- 10.3 Employees may examine their own individual personnel files upon request.

- 10.4 The Union shall have the right to be present at any questioning of an employee concerning investigation for disciplinary action against any employee.
- 10.5 The Employer shall not discharge any permanent employee without just cause. If in any case the Employer feels there is just cause for discharge, the employee involved will be placed on paid administrative leave until an administrative hearing can be held, but not to exceed five (5) days. An administrative hearing shall consist of a meeting between the Public Health Director, the unit supervisor, the affected employee, and a Union representative. The employee and his/her steward shall be notified in writing that the employee has been suspended and is subject to discharge. The Union shall have the right to take up the suspension and/or discharge as a grievance at the second step of the grievance procedure.

Grievances relating to suspension or discharge shall be initiated by the Union at Step 2 of the grievance procedure under Article 7.

ARTICLE 11 - SENIORITY

- 11.1 Employer Seniority
The length of continuous employment with the Employer.
- 11.2 Bargaining Unit Seniority
The length of continuous service within the bargaining unit (all bargaining unit members hired prior to April 1, 2019, bargaining unit seniority shall be their initial date hired into the classifications listed in the recognition clause).
- 11.3 Seniority Roster
The Employer shall post and furnish the Union a copy of the seniority roster annually.
- 11.4 Job Vacancies
Whenever possible, permanent employees who are qualified shall be considered first for vacancies and newly created positions. If two or more employees with relatively equal qualifications apply, then the Employer shall fill the vacancy by promoting or transferring the senior employee. The bargaining unit member(s) who is/are not selected shall be informed.
- 11.5 Probationary Period
New employees shall serve a six (6) month probationary period. Employees may reasonably use accrued vacation, compensation time, and sick leave within the probationary period in accordance with the McLeod County Personnel Policy. During his/her probationary period, a new employee may be discharged by the designated Employer representative, and no grievance may be filed for such termination of employment.

11.6 Anniversary Date

Benefits shall accrue based on the anniversary date of hire.

ARTICLE 12 - LAYOFFS

12.1 A reduction of the work force shall be accomplished in the following manner:

- A. An employee being laid off shall have the right to any vacant position in the same classification which he/she holds at the time of layoff if he/she meets the qualifications for the vacancy or if no such vacancy exists;
- B. To the position which is occupied by the employee with the least bargaining unit seniority if he/she meets the qualifications for the position; or
- C. To any vacancy in the bargaining unit if he/she meets the qualifications for the vacancy.

12.2 An employee on layoff shall have an opportunity to return to work in his/her classification within two (2) years of his/her layoff before a new employee is hired for that classification, except that any employee on layoff who is notified by registered mail (at his/her last known address) to return to work shall have five (5) workdays to indicate intent to return and ten (10) workdays to return. An employee who fails to meet these time limits shall be considered to have voluntarily terminated employment with the Employer. An employee on layoff who is returned to work under the provisions of this section shall return at the same wage step that he/she was receiving at the time of the layoff.

12.3 An employee on layoff shall have an opportunity to return to work in any vacancy within the bargaining unit within two (2) years of his/her layoff if he/she meets the qualifications for the vacancy, providing that he/she applies for the vacancy within the posting period specified in Article 11.

12.4 In the event of a total reduction of the work force within a classification, such employees being laid off shall be placed in any other vacancy within the bargaining unit for which they are qualified before a new employee is hired.

ARTICLE 13 - COMPENSATION

13.1 Effective January 1, 2023, the salary range consisting of a minimum and maximum salary set forth in Appendix A will apply.

2023: 3.0% general wage increase effective the first pay period in January. Top and bottom of the pay range shall increase by 2.5%.

2024: 3.0% general wage increase effective the first pay period in January. Top and bottom of the pay range shall increase by 2.5%.

2025: 3.0% general wage increase effective the first pay period in January. Top and bottom of the pay range shall increase by 2.5%.

ARTICLE 14 - WORKWEEK

14.1 Standard Workweek

The normal workweek for full-time employees shall consist of forty (40) hours.

14.2 Flexible Hour Schedule

Notwithstanding 14.1; a bi-weekly flexible hour schedule may be implemented by mutual agreement between employee and Employer.

14.3 Lunch Period

The normal workday and normal work shift shall include an unpaid thirty (30) minute lunch period.

14.4 Paid Break

All employees shall be granted a paid fifteen (15) minute coffee or rest period every four (4) hours worked.

14.5 Lunch Break / Paid Break

Bargaining unit employees may combine one (1) or both of their paid breaks with their lunch period at the discretion of the supervisor.

ARTICLE 15 - OVERTIME

15.1 Overtime Threshold

All work performed in excess of the normal workweek shall be considered overtime. Employees will be compensated at one (1) hour for every one (1) hour worked in excess of eighty (80) in a work two-week period. Exempt employees are not paid out overtime. They accumulate compensatory time.

15.2 Overtime Authorization

Employees shall not work overtime unless authorized to do so by the assigned supervisor.

15.3 Overtime Calculations

Overtime shall be calculated to the nearest fifteen (15) minutes.

15.4 Compensatory Time

A compensatory time bank shall be established for overtime work. Each employee may accumulate no more than a maximum of fifty (50) hours in the bank. Hours shall be earned at the applicable regular or premium rate. When

an employee receives a pay increase because of promotion, general adjustment, or other reason, the hours in the bank shall be computed into dollars at the old rate and then recomputed into hours at the new rate. A maximum of fifty (50) hours carryover shall be allowed at the end of a calendar year, provided these carryover hours are utilized within the first three (3) months of the new year. Non-exempt employees can cash out their compensatory time bank at any time during the year.

Part-time exempt employees shall accrue hour for hour compensatory for hours worked between their regular hours and eighty (80) hours per pay period.

15.5 On Call Pay

Any employee required to be on call shall be compensated for a rate of forty dollars (\$40.00) per diem. An employee required to be on call on a holiday shall be compensated at fifty dollars (\$50.00) per diem. The employee would receive compensatory time at a rate of one (1) hour for each hour worked. Management will determine the start and end time.

If work is performed, additional compensation will be made at straight time for hours actually performed.

15.6 Special Assignments

An employee who is called back to work shall receive a minimum of two (2) hours pay for each individual call back. A special assignment is defined as a situation where the employee is required to return to work on a weekend or on a workday after the employee has returned to his/her residence. Special assignments shall include all work assignments performed in a continuous manner until the employee returns home. Each individual special assignment shall provide for the two (2) hour minimum. An employee called back to work on a weekend shall receive a minimum of two (2) hours pay. An employee called back to work on a holiday shall receive a minimum of two (2) hours pay. A call back shall not include an early start to a work shift.

ARTICLE 16 - TRAVEL AND MEALS

16.1 Mileage

Employees who are required to use their personal vehicles for employment duties shall be reimbursed for actual miles in accordance with County policy. The Employer will purchase and maintain a vehicle for use by agency staff.

16.2 Meals

The County will provide reimbursement for out-of-pocket meal expenses when such expenses are incurred while conducting County business. The actual cost of meals, including tax, while traveling outside of the County will be reimbursed up to a maximum of twenty dollars (\$20.00) for a half day and a maximum of forty dollars (\$40.00) for a full day.

16.3 Expenses

Employees shall be reimbursed for all expenses incurred as part of their employment. Prior authorization of expenses shall be required.

ARTICLE 17 - SICK LEAVE AND FUNERAL LEAVE

17.1 Sick Leave Accrual

Sick leave with pay shall be earned by each employee at the rate of one (1) working day for each full month of service. Unused sick leave to an employee's credit may be accumulated from year to year to a total of one hundred twenty (120) days.

17.2 Sick Leave Use

Employees may use their accrued sick leave for the following:

Illness or medical appointment of employee, spouse, children (of any age), sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, or stepparent.

An employee may use sick leave for themselves or the relatives listed above as safety leave for the purpose of providing or receiving assistance because of sexual assault, domestic abuse, or stalking, as defined in M.S. 181.943 (as amended).

Temporary physical disability of employee causing absence from work.

17.3 Sick Leave Payout

For employees hired prior to October 21, 1997 and who have reached a maximum of nine hundred sixty (960) hours as of the last day of the last payroll period of the year will be paid the following January for hours in excess of nine hundred sixty (960) at the pay rate of the last full payroll period of the year. Employees hired on or after October 21, 1997 will not be eligible to cash in sick leave as provided above in this paragraph.

Upon retirement or termination, employees hired prior to October 1, 1997 will be eligible for a payout of their unused sick leave accrual up to 55% of a maximum of one hundred (100) days or eight hundred (800) hours.

17.4 Funeral Leave

Funeral leave may be used in the event of the death of an employee's immediate family, up to four (4) days with the discretion of the department head.

17.5 Part-Time Sick Leave

Permanent part-time employees shall receive sick leave on a pro-rata basis except that this shall not impact the total allowable maximum limit.

ARTICLE 18 - HOLIDAYS

18.1 Recognized Holidays

All employees shall receive the following holidays:

New Year's Day	Veterans Day
Martin Luther King Jr. Day	Thanksgiving Day
President's Day	Friday after Thanksgiving
Memorial Day	Christmas Day
Juneteenth (effective 2024)	Christmas Eve Day*
Independence Day	Floating Holiday
Labor Day	

*Christmas Eve Day will be a half day (four [4] hours) paid holiday at McLeod County for the above listed eligible employees who are scheduled to work that day; this holiday will not be paid when Christmas Eve Day does not fall on a scheduled work day.

18.2 Weekend Holidays

Any of the above listed holidays that fall on a Sunday shall be observed on a Monday and any falling on a Saturday shall be observed on a Friday.

18.3 Holiday Pay Status

In order to receive a holiday as provided for in Section 18.1, an employee must be in a pay status the scheduled day before the holiday and the day following.

18.4 Holiday Hours Worked

All hours worked under Section 18.1 shall be paid at one (1) hour for every one (1) hour worked in addition to the holiday.

18.5 Holidays on Vacation

When a paid holiday falls during an employee's scheduled vacation that holiday will be charged as a paid holiday and will not be charged as vacation.

18.6 Floating Holiday

The floating holiday may be used once per year subject to approval of the Employer. In order to be eligible for the floating holiday, an employee must be employed on or before July 1 of the year in question. An employee may use their floating holiday after six (6) months of employment.

ARTICLE 19 - VACATIONS

19.1 Vacation Accruals

Employees shall earn vacation as follows:

0 to 5 years of service Twelve (12) days; 1 day per month

Plus 5 to 10 years Fifteen (15) days; 1.25 days per month

Plus 10 to 15 years Eighteen (18) days; 1.5 days per month

Plus 15 to 20 years Twenty-two (22) days; 1.833 days per month

19.2 Maximum Vacation Accrual

The maximum of accumulated vacation days for a regular full-time employee shall not exceed thirty (30) days.

19.3 Vacation Payout

Employees who have successfully completed their probation period shall be paid for accrued vacation time upon severance of employment.

19.4 Part-Time Vacation

Permanent part-time employees shall earn vacations on a pro-rata basis, except that this shall not impact the total allowable maximum limit.

ARTICLE 20 - INSURANCE

20.1 Section A

The Employer agrees to provide employees with a minimum of twenty-five thousand dollars (\$25,000.00) life insurance with double indemnity payments for line of duty or accidental death and hospital, medical and surgical benefits at no cost to the employee.

Section B

The Employer agrees to provide all permanent employees at thirty (30) or more hours per week with a hospital, medical and surgical benefit plan. See MOA.

Effective prior to January 1, 2024 and January 1, 2025, the County and Union agree to re-open the Agreement only for the purpose of determining the amount of the Employer contribution for health insurance premiums. Meetings for such discussion will be in the month of September or when insurance premiums for the upcoming year have been determined.

Section C

Permanent employees at thirty (30) or more hours per week shall have the option of insuring their dependents in a hospital, medical and surgical benefit plan. See MOA.

Effective prior to January 1, 2024 and January 1, 2025, the County and Union agree to re-open the Agreement only for the purpose of determining the amount of the Employer contribution for health insurance premiums. Meetings for such discussion will be in the month of September or when insurance premiums for the upcoming year have been determined.

Section D

The employee shall have the option of insuring his/her family for life insurance by paying the additional cost of premiums in accordance with the County's

group life insurance contract.

ARTICLE 21 - LEAVES OF ABSENCE

21.1 Military Leave

Employees who are members of any reserve component of the Military Force of the United States shall be granted leave of absence with pay, not to exceed fifteen (15) workdays in one (1) year, in order to go on active duty for such training periods as are necessary for their participation in a reserve training program. All existing federal and state statutes applicable to the rights of any employee who is on a leave of absence from the Employer for military service shall be applicable under this Agreement.

21.2 Court Duty

Any employee subpoenaed as a witness in connection with the employee's official duties or called and selected for jury duty shall receive his/her regular compensation and other benefits for such duty. Pay received for court duty must be given to the County by the employee. Pay for the expenses may be kept by the employee.

21.3 Maternity, Paternity, and Adoption Leave

Disabilities caused or contributed to by pregnancy, miscarriage, abortion, childbirth, or recovery there from are, for all job-related purposes, temporary disabilities and may be treated as any other illness in connection with employment. An employee at his/her option may voluntarily elect to apply for medical leave or personal leave of absence without pay for paternity, maternity, and adoption purposes which shall be granted for a period not to exceed six (6) months which will be treated as any other leave without pay. The selection of one (1) of these options (medical condition, leave of absence without pay for maternity purposes) shall preclude the utilization of the other option by the employee.

21.4 General Leave Regulations

All employees covered by the Agreement are encouraged to give as much prior notice for any leave of absence as possible so that the Employer can make appropriate adjustments to staff to ensure a continuation of service to

the citizens of McLeod County.

21.5 Personal Leave of Absence

Personal leaves include all leaves of absence granted for reasons other than for those stated above and shall be granted at the discretion of the Employer for a period of time not to exceed thirty (30) days.

Extension of leave for an additional thirty (30) days is possible pending review and approval by the Employer. Seniority, sick leave, or vacation leave shall not accrue during personal leave.

21.6 Union Leave

Upon written request of the Union and the employee, unpaid leave may be granted to employees elected to any Union office or selected by the Union to do work which takes them from their employment with the Employer, upon approval by the Director, and in accordance with the PELRA.

ARTICLE 22 - PROFESSIONAL DEVELOPMENT

22.1 Professional Development

The Employer shall pay all relevant professional development costs including professional license fees.

ARTICLE 23 - DURATION

23.1 This Agreement will be in full force and effect. Written notice of desire to change or modify or terminate this Agreement may be given by either party in writing to the other party at least ninety (90) days prior to the end of any year. If a new Agreement is not concluded prior to the expiration of this Agreement, all benefits shall remain in full force and effect until a new Agreement is concluded. Re-open annually, for the purposes of health insurance contributions only.

IN WITNESS WHEREOF, the undersigned have caused this Agreement to be fully executed this _____ day of _____ 202__.

MCLEOD COUNTY

MINNESOTA NURSES ASSOCIATION

Chair
McLeod County Board of Commissioners

John Ewaldt- MNA Labor Relations Specialist

Sheila Murphy- County Administrator

Terri Healy- MNA Negotiations Committee

Hannah Jerabek- MNA Negotiations Committee

Jennifer Smith- MNA Negotiations Committee

APPENDIX A

Salary Charts

2023 McLeod County Salary Structure <i>Top and bottom of the pay range increase by 2.5%</i>			
Job Grade	Minimum	Midpoint	Maximum
260	\$49.46	\$61.83	\$74.19
250	\$46.79	\$58.48	\$70.18
240	\$44.15	\$55.19	\$66.23
230	\$41.60	\$52.00	\$62.41
220	\$39.00	\$48.75	\$58.50
210	\$36.49	\$45.61	\$54.73
200	\$34.01	\$42.51	\$51.01
190	\$31.62	\$39.52	\$47.42
180	\$29.22	\$36.52	\$43.83
170	\$26.86	\$33.57	\$40.29
160	\$24.54	\$30.67	\$36.81
150	\$22.30	\$27.88	\$33.45
140	\$20.06	\$25.07	\$30.09
130	\$17.51	\$21.88	\$26.26
120	\$15.54	\$19.42	\$23.31
110	\$13.53	\$16.91	\$20.30
100	\$11.60	\$14.50	\$17.40

2024 McLeod County Salary Structure <i>Top and bottom of the pay range increase by 2.5%</i>			
Job Grade	Minimum	Midpoint	Maximum
260	\$50.70	\$63.37	\$76.05
250	\$47.96	\$59.95	\$71.93
240	\$45.26	\$56.57	\$67.88
230	\$42.64	\$53.30	\$63.97
220	\$39.98	\$49.97	\$59.97
210	\$37.40	\$46.75	\$56.10
200	\$34.86	\$43.57	\$52.29
190	\$32.41	\$40.51	\$48.61
180	\$29.95	\$37.43	\$44.92
170	\$27.53	\$34.41	\$41.29
160	\$25.15	\$31.44	\$37.73
150	\$22.86	\$28.57	\$34.29
140	\$20.56	\$25.70	\$30.84
130	\$17.94	\$22.43	\$26.92
120	\$15.93	\$19.91	\$23.89
110	\$13.87	\$17.34	\$20.80
100	\$11.89	\$14.87	\$17.84

2025 McLeod County Salary Structure <i>Top and bottom of the pay range increase by 2.5%</i>			
Job Grade	Minimum	Midpoint	Maximum
260	\$51.96	\$64.96	\$77.95
250	\$49.16	\$61.44	\$73.73
240	\$46.39	\$57.98	\$69.58
230	\$43.71	\$54.64	\$65.56
220	\$40.98	\$51.22	\$61.46
210	\$38.33	\$47.92	\$57.50
200	\$35.73	\$44.66	\$53.60
190	\$33.22	\$41.52	\$49.82
180	\$30.70	\$38.37	\$46.04
170	\$28.22	\$35.27	\$42.33
160	\$25.78	\$32.23	\$38.67
150	\$23.43	\$29.29	\$35.14
140	\$21.07	\$26.34	\$31.61
130	\$18.39	\$22.99	\$27.59
120	\$16.33	\$20.41	\$24.49
110	\$14.21	\$17.77	\$21.32
100	\$12.19	\$15.24	\$18.29