



Jeffrey Babinski  
County Administrator

# HOUSTON COUNTY

304 South Marshall Street  
Caledonia, MN 55921  
TEL (507) 725-5827

Commissioners:  
District 1  
Jack Miller  
District 2  
Eric Johnson (Chair)  
District 3  
Robert Burns (Vice-Chair)  
District 4  
Teresa Walter  
District 5  
Greg Myhre

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## HOUSTON COUNTY BOARD OF COMMISSIONERS BOARD MEETING AGENDA

**9:30, July 14, 2020, County Board Room, Historic Courthouse**

**\*\*\*\*\*The meeting will be accessible to public participants via our conference call line at 312-626-6799 and entering meeting ID: 93736767487 and password 230467. Public attendees are requested to mute their line until addressed.\*\*\*\*\***

### CALL TO ORDER

### PLEDGE OF ALLEGIANCE

### APPROVE AGENDA

### APPROVE PREVIOUS MINUTES

- June 23 - Board Meeting
- June 30 – Special Session
- July 7 – Workgroup Session

### PUBLIC COMMENT

### COVID-19 Update from Public Health

### CONSENT AGENDA

(Routine business items enacted by one unanimous motion. Commissioners may request moving items on the consent agenda to the Action Item list if they desire discussion before taking action.)

- 1) Approve Claims, Human Service & License Center disbursements.
- 2) Approve Application for Exempt Permit (gambling license) for Sheldon Valley Sportsman's Association with no waiting period.
- 3) Affirm the following personnel actions:
  - i. Auditor/Treasurer
    1. Hire Dylan Felton as a casual/temporary employee (67 day) at a wage of \$13.68/hr.
    2. Hire Eliana Babinski as a casual/temporary employee (67 day) at a wage of \$13.68/hr.
    3. Change the hourly wage of Nikki Konkel, a casual/temporary employee (67 days) Tech. Clerk I, to B21, step 1 effective retroactively to July 1, 2020.
  - ii. Facilities/Building Maintenance

1. Hire Noah Stigeler as a casual/temporary (67 days) Assistant Custodian A11-2, Step 2
- iii. Highway Department
  1. Hire X as a probationary Sign Specialist, B24-2, Step 1, effective August 3, 2020, conditioned upon successful completion of a background check.
- iv. Sheriff's Office
  1. Change the employment status of Emily Johnson, Jailer/Dispatcher, from probationary to regular effective July 25, 2020.

**10:00 CLOSED SESSION (MS 13D, S05,2 - Attorney Client Privilege) related to Mound Prairie Township v. Houston County et al.**

**ACTION ITEMS**

- 1) Consider accepting the low bid offer for SAP 028-599-095 for a bridge replacement on Gates Coulee Road in Money Creek Township. (Pogodzinski)
- 2) Consider approval of Resolution 20-xx Final Acceptance of Contract #301 for project SAP 028-599-078. (Pogodzinski)
- 3) Consider approval of Resolution 20-xx Final Acceptance of Contract #293 for project SAP 028-599-096. (Pogodzinski)
- 4) Consider approval of Resolution 20-xx County Federal Project Advance for project SAP 028-606-024. (Pogodzinski)
- 5) Consider approval of quote from Subsurface, Inc. in the amount of \$47,000 to complete rehabilitation of two culverts on CSAH 6 and CSAH 8. (Pogodzinski)
- 6) Consider approval of Conditional Use Permit for Shannon Fritcher, Winnebago Township, to build a cabin in an Ag District. (Lacher)
- 7) Consider approval of the Minnesota Wetland Conservation Act application for Grace Nelson, Caledonia Township. (Lacher)
- 8) Consider approval of Resolution 20-xx Election CARES Act Grant Application. (Trehus)
- 9) Consider approval of Resolution 20-xx Wheelage Tax. (Babinski)
- 10) Consider approval of Resolution 20-XX CARES Act funding. (Babinski)

**CLOSED SESSION (MS 13D, S1,b – Labor Negotiations) to discuss strategy for labor negotiation, including negotiation strategies or developments or discussion and review of labor negotiation proposals, conducted pursuant to sections 179A.01 to 179A.25.**

**DISCUSSION ITEMS**

- 1) Administrator Updates
- 2) Commissioner Reports & Comments

**CLOSING PUBLIC COMMENT  
RECESS**

**The Board of Commissioners will reconvene in the Emergency Operations Center room to conduct interviews with companies who have submitted proposals for the Construction Manager Contract for the development and construction of a new Highway Facility. These are open to the public, but seating is limited due to social distancing restrictions. The conference call will be open and public members are encouraged to use the conference call if they wish to listen to the**

**presentations. The board will recess in between presentations and adjourn after the final presentation.**

**1:00 pm: Appointment with Fowler and Hammer**

**2:00 pm: Appointment with Market and Johnson**

**3:00 pm: Appointment with Wieser Brothers**

**ADJOURN**

**HOUSTON COUNTY  
AGENDA REQUEST FORM  
July 14, 2020**

**Date Submitted:** 07.09.2020

**By:** Tess Kruger, HRD/Facilities Mgr.

**APPOINTMENT REQUEST**

**LABOR NEGOTIATIONS – CLOSED SESSION**, pursuant to Minn. Stat. § 13D.03, Subd. 1, (b) to discuss strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals, conducted pursuant to sections [179A.01](#) to [179A.25](#).

**HR CONSENT AGENDA REQUEST**

**Auditor/Treasurer**

- Hire Dylan Felten as a casual/temporary employee (67 days) at a wage of \$13.68/hour
- Hire Eliana Babinski as a casual/temporary employee (67 days) at a wage of \$13.68/hour
- Change the hourly wage of Nikki Konkell, a temporary/casual (67 days) Tech. Clerk I, to B21, Step 1 effective retroactively to July 1, 2020

**Facilities/Building Maintenance**

- Hire Noah Stigeler as a casual/temporary (67 days) Assistant Custodian A11-2, Step 2

**Highway**

- Hire \_\_\_\_\_ as a probationary Sign Specialist, B24-2, Step 1, effective August 3, 2020, conditioned upon successful completion of a background check

**Sheriff's Office**

- Change the employment status of Emily Johnson, Jailer/Dispatcher, from probationary to regular effective 7/25/20

<b><u>Reviewed by:</u></b>	<input checked="" type="checkbox"/> County Administrator	<input checked="" type="checkbox"/> County Attorney	<input type="checkbox"/> Zoning Administrator
	<input checked="" type="checkbox"/> Finance Director	<input checked="" type="checkbox"/> County Engineer	<input type="checkbox"/> Environmental Services
	<input type="checkbox"/> IS Director	<input type="checkbox"/> Other (indicate dept)	<input type="checkbox"/> Sheriff <input type="checkbox"/> Aud/Treas



Recommendation:

Decision:

# Houston County Agenda Request Form

Date Submitted: June 29, 2020

BOARD DATE: July 14, 2020

Person requesting appointment with County Board: Brian Pogodzinski

**Issue:**

Board approval needed to approve the low bid for SAP 028-599-095 for a bridge replacement on Gates Coulee Road in Money Creek Township.

**Attachments/Documentation for the Board's Review:**

Abstract for SAP 028-599-095 will be available June 29, 2020

**Justification:**

**Action Requested:**

Board approval to accept lowest responsible Bidder.

Language for Minutes:

File No. XX - Commissioner \_\_\_\_\_ moved,  
Commissioner \_\_\_\_\_ seconded, unanimously carried to accept the low bid of VanGundy Excavating LLC, in the amount of \$278,022.00 for SAP 28-599-095 for Bridge Replacement on Gates Coulee Road in Money Creek Township.

## For County Use Only

**Reviewed by:**

\_\_\_\_\_  
County Auditor  
\_\_\_\_\_  
Finance Director  
\_\_\_\_\_  
IS Director

\_\_\_\_\_  
County Attorney  
\_\_\_\_\_  
County Engineer  
\_\_\_\_\_  
Other (indicate dept)

\_\_\_\_\_  
Zoning Administrator  
\_\_\_\_\_  
Environmental Services

**Recommendation:**

**Decision:**

All agenda request forms must be submitted to the County Auditor by 4:00 p.m. on Monday in order to be considered for inclusion on the following week's agenda. The Board will review all requests and determine if the request will be heard at a County Board meeting.



6/30/2020

## Houston County DOT Project Bid Summary

Project Name: SAP 028-599-095 Gates Coulee  
Drive

Contract No.: 305

Client: Houston County Department of  
Transportation

Project No.: SAP 028-599-095

Bid Opening: 06/29/2020 10:00 AM

Owner: Houston County Department of Transportation

Vendor Number	Business Name	Total Bid Amount
5559	Van Gundy Excavating	\$278,022.00
NA	Alcon Excavating inc	\$306,661.35
9652	Minnowa Construction	\$314,985.00
5393	Midwest Contracting, LLC	\$319,743.00
NA	GRS Enterprises Inc	\$319,770.00
NA	J.R. Ferche, Inc.	\$442,253.40

# Houston County Agenda Request Form

Date Submitted: June 26, 2020

BOARD DATE: July 14, 2020

Person requesting appointment with County Board: Brian Pogodzinski

**Issue:**

Project # SAP 028-599-078 with Generation X Construction LLC which provided for the removal of a bridge on Lorenz Road in Hokah Twp.

**Attachments/Documentation for the Board's Review:**

Final Contract Voucher (5 need to be signed)  
(1-County Claim, 1 Contractor, 1-Auditor's office, and 2-Highway Dept)

**Justification:**

**Action Requested:**

Resolution for Final Acceptance needed for contract.

Language for Minutes:

Commissioner \_\_\_\_\_ moved, Commissioner \_\_\_\_\_ seconded, unanimously carried to approve Resolution 20-\_\_\_\_\_ Final Acceptance of Contract #301 – Generation X Construction LLC. Contract #301 completes SAP 028-599-078 at a total cost of \$84,180.00.

WHEREAS, Contract No. 301 has in all things been completed, and the County Board being fully advised in the premises; and

THEREFORE, BE IT RESOLVED, the Houston County Board of Commissioners accepts said completed project for and on behalf of the Houston County DOT and authorize final payment as specified herein.

## For County Use Only

**Reviewed by:**

_____ County Auditor	_____ County Attorney	_____ Zoning Administrator
_____ Finance Director	_____ County Engineer	_____ Environmental Services
_____ IS Director	_____ Other (indicate dept)	

**Recommendation:**

**Decision:**

All agenda request forms must be submitted to the County Auditor by 4:00 p.m. on Monday in order to be considered for inclusion on the following week's agenda. The Board will review all requests and determine if the request will be heard at a County Board meeting.

# HOUSTON COUNTY DEPARTMENT OF TRANSPORTATION



1124 East Washington St.  
Caledonia, MN 55921

Project SAP 028-599-078 - SAP 028-599-078 Remove Bridge No L4560 & Road Obliteration  
Final Payment No. 2

Contractor: Generation X Construction LLC  
PO Box 490  
Rushford, MN 55971

Contract No. 301  
Vendor No. 6080  
For Period: 1/25/2020 - 6/8/2020  
Warrant # \_\_\_\_\_ Date \_\_\_\_\_

## Contract Amounts

Original Contract	\$84,180.00
Contract Changes	\$0.00
Revised Contract	\$84,180.00

## Work Certified To Date

Base Bid Items	\$84,180.00
Backsheet	\$0.00
Change Order	\$0.00
Supplemental Agreement	\$0.00
Work Order	\$0.00
Material On Hand	\$0.00
Total	\$84,180.00


## Funds Encumbered

Original	\$84,180.00
Additional	N/A
Total	\$84,180.00

	Work Certified This Payment	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Payment	Total Amount Paid To Date
SAP 028-599-078	\$2,500.00	\$84,180.00	\$0.00	\$77,596.00	\$6,584.00	\$84,180.00
Percent Retained: 0.0000%						
Amount Paid This Final Payment					\$6,584.00	


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

Approved By

  
County/City/Project Engineer

6-29-2020  
Date

Approved By Generation X Construction LLC

  
Contractor

6-22-2020  
Date

## HOUSTON COUNTY DEPARTMENT OF TRANSPORTATION

1124 East Washington St.

Caledonia, MN 55921

Project No. SAP 028-599-078

Final Payment No. 2

Houston County DOT  
Certificate of Final Contract Acceptance

Low S.P. No.: SAP 028-599-078

Final Voucher No.: 2

Contract No.: 301

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

Dated 6/29/2020 Signature [Signature] County/City/Project  
Engineer

The undersigned Contractor hereby certifies that the work described has been performed in accordance with the terms of the Contract, and agrees that the Final Value of Work Certified on this Contract is \$84,180.00 and agrees to the amount of \$6,584.00 as Final Payment on this Contract in accordance with this Final Voucher.

Contractor Generation X Construction LLC

By [Signature]

And \_\_\_\_\_ And \_\_\_\_\_

State of Minnesota, Houston County DOT

On This 22<sup>nd</sup> Day June, 2020, Before me appeared Ryan Oien To me  
known to

(Individual Acknowledgment)

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

(Corporate Acknowledgment)

Ryan Oien And \_\_\_\_\_, to me personally known, who, being each  
by me duly sworn

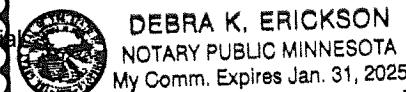
each did say that they are respectively the Owner and \_\_\_\_\_ of the

Generation X Corporation named in the foregoing instrument, and that the seal affixed to said instrument  
is the

Corporate Seal of said Corporation, and the said instrument was signed and sealed in behalf of said Corporation by authority  
of its

owner and said President and

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

Notarial Seal  DEBRA K. ERICKSON  
NOTARY PUBLIC MINNESOTA  
My Comm. Expires Jan. 31, 2025

My Commission as Notary Public in Fillmore County

Expires Jan 31, 2025 Signature Debra K Erickson

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

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

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

HOUSTON COUNTY DEPARTMENT OF TRANSPORTATION

1124 East Washington St.  
Caledonia, MN 55921  
Project No. SAP 028-599-078  
Final Payment No. 2

**Houston County DOT  
Certificate of Final Acceptance  
County Board Acknowledgment**

Contract Number: 301  
Contractor: 6080 - Generation X Construction LLC  
Date Certified: 6/8/2020  
Payment Number: 2

Whereas; Contract No. 301 has in all things been completed, and the County Board being fully advised in the premises, now then be it resolved; that we do hereby accept said completed project for and in behalf of the Houston County DOT and authorize final payment as specified herein.

Houston County DOT  
State of Minnesota

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

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

At \_\_\_\_\_, Minnesota

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

(SEAL)

## HOUSTON COUNTY DEPARTMENT OF TRANSPORTATION

1124 East Washington St.

Caledonia, MN 55921

Project No. SAP 028-599-078

Final Payment No. 2

**SAP 028-599-078 Payment Summary**

No.	From Date	To Date	Work Certified Per Payment	Amount Retained Per Payment	Amount Paid Per Payment
1	11/07/2019	01/24/2020	\$81,680.00	\$4,084.00	\$77,596.00
2	01/25/2020	06/08/2020	\$2,500.00	(\$4,084.00)	\$6,584.00
<b>Totals:</b>			<b>\$84,180.00</b>	<b>\$0.00</b>	<b>\$84,180.00</b>

**SAP 028-599-078 Funding Category Report**

Funding Category No.	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Payment	Total Amount Paid To Date
001	84,180.00	0.00	77,596.00	6,584.00	84,180.00
<b>Totals:</b>	<b>\$84,180.00</b>	<b>\$0.00</b>	<b>\$77,596.00</b>	<b>\$6,584.00</b>	<b>\$84,180.00</b>

**SAP 028-599-078 Funding Source Report**

Accounting No.	Funding Source	Amount Paid This Payment	Revised Contract Amount	Funds Encumbered To Date	Paid To Contractor To Date
530	Town Bridge	6,584.00	84,180.00	84,180.00	84,180.00
<b>Totals:</b>		<b>\$6,584.00</b>	<b>\$84,180.00</b>	<b>\$84,180.00</b>	<b>\$84,180.00</b>



## HOUSTON COUNTY DEPARTMENT OF TRANSPORTATION

1124 East Washington St.

Caledonia, MN 55921

Project No. SAP 028-599-078

Final Payment No. 2

**SAP 028-599-078 Project Item Status**

Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Payment	Amount This Payment	Quantity To Date	Amount To Date
<b>SAP 028-599-078</b>									
1	2021.501	MOBILIZATION	LS	\$7,000.00	1	0	\$0.00	1	\$7,000.00
2	2104.503	REMOVE METAL CULVERT	L F	\$20.00	20	0	\$0.00	20	\$400.00
3	2104.504	REMOVE CONCRETE PAVEMENT	S Y	\$9.00	3225	0	\$0.00	3225	\$29,025.00
4	2104.507	REMOVE AGGREGATE	C Y	\$10.00	614	0	\$0.00	614	\$6,140.00
5	2104.607	SALVAGE ROCK	C Y	\$15.00	21	0	\$0.00	21	\$315.00
6	2105.603	MINOR GRADING	L F	\$7.00	2270	0	\$0.00	2270	\$15,890.00
7	2211.607	AGGREGATE BASE FROM STOCKPILE	C Y	\$10.00	21	0	\$0.00	21	\$210.00
8	2442.501	REMOVE EXISTING BRIDGE	LS	\$18,000.00	1	0	\$0.00	1	\$18,000.00
9	2501.502	15" GS PIPE APRON	EACH	\$500.00	2	0	\$0.00	2	\$1,000.00
10	2501.503	15" CS PIPE CULVERT	L F	\$30.00	40	0	\$0.00	40	\$1,200.00
11	2575.501	TURF ESTABLISHMENT	LS	\$5,000.00	1	0.5	\$2,500.00	1	\$5,000.00
<b>Totals For SAP 028-599-078:</b>							<b>\$2,500.00</b>		<b>\$84,180.00</b>
<b>Project Totals:</b>							<b>\$2,500.00</b>		<b>\$84,180.00</b>



## Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

### Confirmation Summary

Confirmation Number: 1-032-450-592  
Submitted Date and Time: 23-Jan-2020 1:09:03 PM  
Legal Name: RYAN M OIAN  
Social Security Number: \*\*\*-\*\*-0985  
User Who Submitted: fair2011  
Type of Request Submitted: Contractor Affidavit

### Affidavit Summary

Affidavit Number: 1367072768  
Minnesota ID: 8128118  
Project Owner: HOUSTON COUNTY HIGHWAY DEPARTMENT  
Project Number: SAP 028-599-078  
Project Begin Date: 20-Dec-2019  
Project End Date: 09-Jan-2020  
Project Location: HOUSTON COUNTY, LORENZ RD  
Project Amount: \$84,180.00

### Subcontractor Summary

Name	ID	Affidavit Number
REGIONAL CONCRETE CUTTING	7008847	388784128

### Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

### Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) [withholding.tax@state.mn.us](mailto:withholding.tax@state.mn.us). Business hours are 8:00 a.m. - 4:30 p.m. Monday - Friday.

Please [print this page](#) for your records using the print or save functionality built into your browser.



## Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

### Confirmation Summary

Confirmation Number: 1-066-525-216  
Submitted Date and Time: 22-Jan-2020 2:01:54 PM  
Legal Name: REGIONAL CONCRETE CUTTING INC  
Federal Employer ID: 61-1470106  
User Who Submitted: rccinc  
Type of Request Submitted: Contractor Affidavit

### Affidavit Summary

Affidavit Number: 388784128  
Minnesota ID: 7008847  
Project Owner: HOUSTON COUNTY HIGHWAY DEPT.  
Project Number: SAP 028-599-078  
Project Begin Date: 23-Dec-2019  
Project End Date: 28-Dec-2019  
Project Location: LORENZ RD. HOUSTON COUNTY  
Project Amount: \$1,650.00  
Subcontractors: No Subcontractors

### Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

### Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) [withholding.tax@state.mn.us](mailto:withholding.tax@state.mn.us). Business hours are 8:00 a.m. - 4:30 p.m. Monday - Friday.

Please [print this page](#) for your records using the print or save functionality built into your browser.

# Houston County Agenda Request Form

Date Submitted: June 30, 2020

BOARD DATE: July 14, 2020

Person requesting appointment with County Board: Brian Pogodzinski

**Issue:**

Project # SAP 028-599-096 with Minnowa Construction who provided for the bridge replacement on Dotseth Road in Caledonia Twp.

**Attachments/Documentation for the Board's Review:**

Final Contract Voucher (5 need to be signed)  
(1-County Claim, 1 Contractor, 1-Auditor's office, and 2-Highway Dept)

**Justification:**

**Action Requested:**

Resolution for Final Acceptance needed for contract.

Language for Minutes:

Commissioner \_\_\_\_\_ moved, Commissioner \_\_\_\_\_ seconded, unanimously carried to approve Resolution 20-\_\_\_\_\_ Final Acceptance of Contract #293 – Minnowa Construction. Contract #293 completes SAP 028-599-096 at a total cost of \$209,005.25.

WHEREAS, Contract No. 293 has in all things been completed, and the County Board being fully advised in the premises; and

THEREFORE, BE IT RESOLVED, the Houston County Board of Commissioners accepts said completed project for and on behalf of the Houston County DOT and authorize final payment as specified herein.

## For County Use Only

**Reviewed by:**

_____ County Auditor	_____ County Attorney	_____ Zoning Administrator
_____ Finance Director	_____ County Engineer	_____ Environmental Services
_____ IS Director	_____ Other (indicate dept)	

**Recommendation:**

**Decision:**

All agenda request forms must be submitted to the County Auditor by 4:00 p.m. on Monday in order to be considered for inclusion on the following week's agenda. The Board will review all requests and determine if the request will be heard at a County Board meeting.

# HOUSTON COUNTY DEPARTMENT OF TRANSPORTATION

1124 East Washington St.

Caledonia, MN 55921

Project SAP 028-599-096 [SAP 28-599-096] - SAP 28-599-096 Dotseth Road, Caledonia

Final Payment No. 2

Contractor: Minnowa Construction  
850 Wickett Drive NW  
Harmony, MN 55939

Contract No. 293  
Vendor No. 9652  
For Period: 11/26/2019 - 6/8/2020  
Warrant # \_\_\_\_\_ Date \_\_\_\_\_

## Contract Amounts

Original Contract	\$199,977.75
Contract Changes	\$0.00
Revised Contract	\$199,977.75

## Work Certified To Date

Base Bid Items	\$209,005.25
Backsheet	\$0.00
Change Order	\$0.00
Supplemental Agreement	\$0.00
Work Order	\$0.00
Material On Hand	\$0.00
Total	\$209,005.25

## Funds Encumbered

Original	\$199,977.75
Additional	N/A
Total	\$199,977.75

	Work Certified This Payment	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Payment	Total Amount Paid To Date
SAP 028-599-096 [SAP 28-599-096]	\$3,743.07	\$209,005.25	\$0.00	\$194,999.07	\$14,006.18	\$209,005.25
Percent Retained: 0.0000%						
Amount Paid This Final Payment					\$14,006.18	

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

Approved By

Approved By Minnowa Construction

  
County/City/Project Engineer

  
Contractor

7/1/2020  
Date

6/15/2020  
Date

## HOUSTON COUNTY DEPARTMENT OF TRANSPORTATION

1124 East Washington St.

Caledonia, MN 55921

Project No. SAP 028-599-096 [SAP 28-599-096]

Final Payment No. 2

Houston County DOT  
Certificate of Final Contract AcceptanceLow S.P. No.: SAP 028-599-096 [SAP  
28-599-096]

Final Voucher No.: 2

Contract No.: 293

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

Dated 7/1/2020 Signature [Signature] County/City/Project  
Engineer

The undersigned Contractor hereby certifies that the work described has been performed in accordance with the terms of the Contract, and agrees that the Final Value of Work Certified on this Contract is \$209,005.25 and agrees to the amount of \$14,006.18 as Final Payment on this Contract in accordance with this Final Voucher.

Contractor Minnowa Construction

By [Signature]

And \_\_\_\_\_ And \_\_\_\_\_

State of Minnesota, Houston County DOT

On This 5<sup>th</sup> Day JUNE, 2020, Before me appeared \_\_\_\_\_ To me  
known to

(Individual Acknowledgment)

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

(Corporate Acknowledgment)

[Signature] And \_\_\_\_\_, to me personally known, who, being each  
by me duly sworn

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

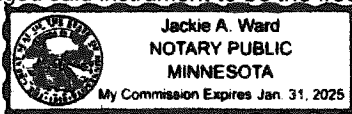
MINNOWA CONST Corporation named in the foregoing instrument, and that the seal affixed to said instrument  
is the

Corporate Seal of said Corporation, and the said instrument was signed and sealed in behalf of said Corporation by authority  
of its

[Signature] and said \_\_\_\_\_ and

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

Notarial



Seal

My Commission as Notary Public in Fillmore CountyExpires 1-31-25 Signature [Signature]

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

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

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

HOUSTON COUNTY DEPARTMENT OF TRANSPORTATION

1124 East Washington St.

Caledonia, MN 55921

Project No. SAP 028-599-096 [SAP 28-599-096]

Final Payment No. 2

**Houston County DOT  
Certificate of Final Acceptance  
County Board Acknowledgment**

Contract Number: 293  
Contractor: 9652 - Minnowa Construction  
Date Certified: 6/8/2020  
Payment Number: 2

Whereas; Contract No. 293 has in all things been completed, and the County Board being fully advised in the premises, now then be it resolved; that we do hereby accept said completed project for and in behalf of the Houston County DOT and authorize final payment as specified herein.

Houston County DOT  
State of Minnesota

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

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

At \_\_\_\_\_, Minnesota

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

(SEAL)

## HOUSTON COUNTY DEPARTMENT OF TRANSPORTATION

1124 East Washington St.

Caledonia, MN 55921

Project No. SAP 028-599-096 [SAP 28-599-096]

Final Payment No. 2

**SAP 028-599-096 [SAP 28-599-096] Payment Summary**

No.	From Date	To Date	Work Certified Per Payment	Amount Retained Per Payment	Amount Paid Per Payment
1	06/03/2019	11/25/2019	\$205,262.18	\$10,263.11	\$194,999.07
2	11/26/2019	06/08/2020	\$3,743.07	(\$10,263.11)	\$14,006.18
<b>Totals:</b>			<b>\$209,005.25</b>	<b>\$0.00</b>	<b>\$209,005.25</b>

**SAP 028-599-096 [SAP 28-599-096] Funding Category Report**

Funding Category No.	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Payment	Total Amount Paid To Date
001	168,598.10	0.00	158,572.20	10,025.90	168,598.10
002	40,407.15	0.00	36,426.88	3,980.27	40,407.15
<b>Totals:</b>	<b>\$209,005.25</b>	<b>\$0.00</b>	<b>\$194,999.08</b>	<b>\$14,006.17</b>	<b>\$209,005.25</b>

**SAP 028-599-096 [SAP 28-599-096] Funding Source Report**

Accounting No.	Funding Source	Amount Paid This Payment	Revised Contract Amount	Funds Encumbered To Date	Paid To Contractor To Date
5055	Town Bridge	13,506.18	189,977.75	189,977.75	199,005.25
5056	Local	500.00	10,000.00	10,000.00	10,000.00
<b>Totals:</b>		<b>\$14,006.18</b>	<b>\$199,977.75</b>	<b>\$199,977.75</b>	<b>\$209,005.25</b>



## HOUSTON COUNTY DEPARTMENT OF TRANSPORTATION

1124 East Washington St.

Caledonia, MN 55921

Project No. SAP 028-599-096 [SAP 28-599-096]

Final Payment No. 2

**SAP 028-599-096 [SAP 28-599-096] Project Item Status**

Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Payment	Amount This Payment	Quantity To Date	Amount To Date
<b>Non-Participating</b>									
1	2021.501	MOBILIZATION	LS	\$8,415.30	0.16	0	\$0.00	0.16	\$1,346.45
2	2105.507	COMMON EXCAVATION (P)	C Y	\$10.00	471	0	\$0.00	471	\$4,710.00
4	2105.507	SUBGRADE EXCAVATION	C Y	\$10.00	50	0	\$0.00	0	\$0.00
3	2105.507	COMMON BORROW (EV)	C Y	\$16.95	164	0	\$0.00	164	\$2,779.80
5	2211.509	AGGREGATE BASE CLASS 5	TON	\$20.95	152	42.39	\$888.07	203.95	\$4,272.75
6	2211.509	AGGREGATE BASE CLASS 5Q	TON	\$21.95	176	0	\$0.00	179.46	\$3,939.15
7	2442.501	REMOVE EXISTING BRIDGE	LS	\$8,000.00	1	0	\$0.00	1	\$8,000.00
8	2563.601	TRAFFIC CONTROL	LS	\$2,000.00	0.16	0.16	\$320.00	0.16	\$320.00
9	2573.503	SILT FENCE; TYPE MS	L F	\$3.00	120	0	\$0.00	0	\$0.00
10	2575.501	TURF ESTABLISHMENT	LS	\$1,710.00	1	0.5	\$855.00	1	\$1,710.00
11	2575.504	EROSION CONTROL BLANKETS CATEGORY 3N	S Y	\$3.75	2239	0	\$0.00	3554.4	\$13,329.00
<b>Totals For Section Non-Participating:</b>							<b>\$2,063.07</b>		<b>\$40,407.15</b>
<b>Participating</b>									
12	2021.501	MOBILIZATION	LS	\$8,415.30	0.84	0	\$0.00	0.84	\$7,068.85
13	2412.502	12X9 PRECAST CONCRETE BOX CULV END SECT	EACH	\$16,000.00	4	0	\$0.00	4	\$64,000.00
14	2412.503	12X9 PRECAST CONCRETE BOX CULVERT	L F	\$900.00	88	0	\$0.00	88	\$79,200.00
15	2451.507	COARSE AGGREGATE BEDDING (CV) (P)	C Y	\$40.04	220	0	\$0.00	298.67	\$11,958.75
16	2511.507	RANDOM RIPRAP CLASS IV	C Y	\$30.00	135	0	\$0.00	156.35	\$4,690.50
17	2563.601	TRAFFIC CONTROL	LS	\$2,000.00	0.84	0.84	\$1,680.00	0.84	\$1,680.00
<b>Totals For Participating:</b>							<b>\$1,680.00</b>		<b>\$168,598.10</b>
<b>Project Totals:</b>							<b>\$3,743.07</b>		<b>\$209,005.25</b>

**SAP 028-599-096 [SAP 28-599-096] Contract Changes**

No.	Type	Date	Explanation	Estimated Amount	Amount Paid To Date
			The box culvert construction was delayed due to supplier availability.		

**HOUSTON COUNTY DEPARTMENT OF TRANSPORTATION**

1124 East Washington St.

Caledonia, MN 55921

Project No. SAP 028-599-096 [SAP 28-599-096]

Final Payment No. 2

**SAP 028-599-096 [SAP 28-599-096] Contract Changes**

No.	Type	Date	Explanation	Estimated Amount	Amount Paid To Date
CO1	Change Order	11/1/2019	the Contract required a Completion date of October 25, 2019. The Engineer has determined that this constitutes a Contract Change. The Completion Date of the Contract has been eliminated for this project and will continue as a Working Day Contract. Total amount of working days will remain at 15, with a Start Date beginning November 4, 2019. There will be no change in Contract Time and there will be no change in payment	\$0.00	\$0.00
<b>Contract Change Totals:</b>				<b>\$0.00</b>	<b>\$0.00</b>

# Change Order

## STATE AID FOR LOCAL TRANSPORTATION CHANGE ORDER

City/County of Houston County Department of Transportation

Change Order No. 1

FEDERAL PROJECT NO.	STATE PROJECT NO. SAP 028-599-096	LOCAL PROJECT NO. SAP 28-599-096	CONTRACT NO. 293
CONTRACTOR NAME AND ADDRESS Minnowa Construction 850 Wickett Drive NW Harmony, MN 55939		LOCATION OF WORK	
		TOTAL CHANGE ORDER AMOUNT \$0.00	

The box culvert construction was delayed due to supplier availability. The Contract required a Completion date of October 25, 2019.

The Engineer has determined that this constitutes a Contract Change. The Completion Date of the Contract has been eliminated for this project and will continue as a Working Day Contract. Total amount of working days will remain at 15, with a Start Date beginning November 4, 2019. There will be no change in Contract Time and there will be no change in payment.

### COST BREAKDOWN

There are no items associated with this Change Order.

\* Funding category is required for federal projects.

<b>CHANGE IN CONTRACT TIME (check one)</b>			
Due to this change the Contract Time:			
a. <input type="checkbox"/>	Is Increased by	_____ Working Days	b. <input checked="" type="checkbox"/> Is Not Changed
<input type="checkbox"/>	Is Decreased	_____ Working Days	
by		_____ Calendar	c. <input type="checkbox"/> May be revised if work affected the controlling operation
<input type="checkbox"/>	Is Increased by	_____ Days	
<input type="checkbox"/>	Is Decreased	_____ Calendar	
by		_____ Days	

Approved By Project Engineer: <u>Douglas J. Janki</u>	Approved By Contractor: <u>Minnowa Construction</u>
Signed <u>[Signature]</u>	Signed <u>[Signature]</u>
Date: <u>11/14/19</u> Phone: <u>(507) 725-3925</u>	Date: <u>11/14/19</u> Phone: <u>(507) 886-6162</u>

<b>The State of Minnesota is not a participant in this contract. Signature by the District State Aid Engineer is for FUNDING PURPOSES ONLY and for compliance with State and Federal Aid Rules/Policy. Eligibility does not guarantee funds will be available.</b>			
This work is eligible for: <u>NA</u> Federal Funding <u>X</u> State Aid Funding <u>X</u> Local funds			
District State Aid Engineer: <u>Fausto Cabral</u>		Date: _____	
<u>[Signature]</u>		<u>2019.11.04 14:12:21</u>	
		<u>-06'00'</u> JF	



## Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

### Confirmation Summary

Confirmation Number: 1-045-651-744  
Submitted Date and Time: 29-Jun-2020 10:26:25 AM  
Legal Name: MINNOWA CONSTRUCTION INC  
Federal Employer ID: 41-1479487  
User Who Submitted: minnowa  
Type of Request Submitted: Contractor Affidavit

### Affidavit Summary

Affidavit Number: 672848224  
Minnesota ID: 4962954  
Project Owner: HOUSTON COUNTY HIGHWAY DEPARTMENT  
Project Number: SAP 028-599-096  
Project Begin Date: 04-Nov-2019  
Project End Date: 15-May-2020  
Project Location: DOTSETH ROAD - CULVERT REPLACEMENT  
Project Amount: \$199,977.75

### Subcontractor Summary

Name	ID	Affidavit Number
NORTHERN EROSION LLC	9917969	774873088
SAFETY SIGNS LLC	5139558	2046861312

### Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

### Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) [withholding.tax@state.mn.us](mailto:withholding.tax@state.mn.us). Business hours are 8:00 a.m. - 4:30 p.m. Monday - Friday.

Please [print this page](#) for your records using the print or save functionality built into your browser.



## Contractor Affidavit Completed

Thank you, your Contractor Affidavit has been approved.

### Confirmation Summary

Confirmation Number: 0-496-058-656  
Submitted Date and Time: 22-Jun-2020 9:30:13 AM  
Legal Name: NORTHERN EROSION LLC  
Federal Employer ID: 30-0549217  
User Who Submitted: andywein  
Type of Request Submitted: Contractor Affidavit

### Affidavit Summary

Affidavit Number: 774873088  
Minnesota ID: 9917989  
Project Owner: HOUSTON COUNTY  
Project Number: SAP 028-599-096  
Project Begin Date: 20-Nov-2019  
Project End Date: 20-Nov-2019  
Project Location: HOUSTON COUNTY  
Project Amount: \$9,212.60  
Subcontractors: No Subcontractors

### Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

### Contact Us

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Please print this page for your records using the print or save functionality built into your browser.



## Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

### Confirmation Summary

Confirmation Number: 0-573-727-008  
Submitted Date and Time: 25-Jun-2020 4:44:34 PM  
Legal Name: SAFETY SIGNS LLC  
Federal Employer ID: 41-1991774  
User Who Submitted: beth novak  
Type of Request Submitted: Contractor Affidavit

### Affidavit Summary

Affidavit Number: 2046861312  
Minnesota ID: 5139558  
Project Owner: HOUSTON COUNTY, MN  
Project Number: SAP 028-589-096  
Project Begin Date: 04-Nov-2019  
Project End Date: 22-Nov-2019  
Project Location: HOUSTON COUNTY BRIDGE  
Project Amount: \$1,750.00  
Subcontractors: No Subcontractors

### Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

### Contact Us

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Please print this page for your records using the print or save functionality built into your browser.

# Houston County Agenda Request Form

Date Submitted: June 30, 2020

BOARD DATE: July 14, 2020

Person requesting appointment with County Board: Brian Pogodzinski

**Issue:**

This is the second resolution to deal with funding of SP 028-606-024.

The first resolution passed on June 9, 2020, was to allow the Houston County Highway Dept to advance its 2021 State Aid Allotment funds into 2020 to cover payment for projects constructed this summer. Since a large portion of SP 028-606-024 is Federal money (\$1,680,000) this allows the County use our allotment for cashflow and allows the Allotment account to go negative with the understanding that it will be funded with next year's allotment dollars. This will bridge the gap for contractor payments from July until either January 2021 or until the next resolution takes affect.

The goal is to have the Federal Funds repay the State Aid Allotment, but that can not happen until the Fiscal year in which the project was originally programmed which is 2021. The Federal fiscal year begins October 2020.

The current resolution before you today, allows the County to advance the \$1,680,000 of the State Aid Allotment and authorizes repayment of those funds from the Federal Funds when available. We anticipate this to happen before December 31, 2020.

**Attachments/Documentation for the Board's Review:**

Resolution

**Justification:**

**Action Requested:**

Approve Resolution attached.

For County Use Only			
<b><u>Reviewed by:</u></b>	_____ County Auditor	_____ County Attorney	_____ Zoning Administrator
	_____ Finance Director	_____ County Engineer	_____ Environmental Services
	_____ IS Director	_____ Other (indicate dept)	
<b><u>Recommendation:</u></b>			
<b><u>Decision:</u></b>			

All agenda request forms must be submitted to the County Auditor by 4:00 p.m. on Monday in order to be considered for inclusion on the following week's agenda. The Board will review all requests and determine if the request will be heard at a County Board meeting.

RESOLUTION NO 20-\_\_\_\_  
**County Federal Project Advance Resolution**  
July 14, 2020

Whereas, the County of Houston is planning to construct SP 028-606-024 in the year 2020, which has been programmed by the ATP in the STIP or work plan for the year 2021, and

Whereas, said County is prepared to proceed with the construction of said project through the use of an advance from the County State Aid Highway Fund to supplement the available funds in their State Aid Construction Account, and

Whereas, repayment of the funds so advanced will be made from Federal funds no later than the year in which the ATP has programmed the project.

Now, therefore be it resolved: That the Commissioner of Transportation be and is hereby requested to approve this advance for financing SP 028-606-024 of the County of Houston in an amount up to \$1,680,000 in accordance with Minnesota Rules 8820.1500, Subp. 9, and to authorize repayments from their state aid account or from local funds within a requested and approved repayment schedule should said project fail to receive Federal funds for any reason.

\*\*\*\*\*CERTIFICATION\*\*\*\*\*  
STATE OF MINNESOTA  
COUNTY OF HOUSTON

I, Jeff Babinski, Houston County Administrator, do hereby certify that the above is a true and correct copy of a resolution adopted by, the Houston County Board of Commissioners, at a session dated July 14, 2020.

WITNESS my hand and the seal of my office this 14<sup>th</sup> day of July, 2020

\_\_\_\_\_  
Jeff Babinski, County Administrator



RESOLUTION NO. 20-29  
County State Aid Highway Funds Advance  
June 9, 2020

WHEREAS, the County of Houston is planning to implement County State Aid Street Project(s) in 2020 which will require State Aid funds in excess of those available in its State Aid Regular/Municipal Construction Account, and

WHEREAS, said County is prepared to proceed with the construction of said project(s) through the use of an advance from the County State Aid Construction Fund to supplement the available funds in their State Aid Regular/Municipal Construction Account, and

WHEREAS, the advance is based on the following determination of estimated expenditures:

Account Balance as of June 1, 2020	\$2,284,727.16
Less estimated disbursements:	
Project #028-625-022	\$2,518,951.38
Project #028-606-024 (Federal Portion)	\$1,680,000.00
Total Estimated Disbursements	\$4,198,951.38

Advance Amount (amount in excess of acct balance)      \$1,914,223.84

WHEREAS, repayment of the funds so advanced will be made in accordance with the provisions of Minnesota Statutes 162.08, Subd. 5 & 7 and Minnesota Rules, Chapter 8820, and

WHEREAS, the County acknowledges advance funds are released on a first-come-first-serve basis and this resolution does not guarantee the availability of funds.

NOW THEREFORE BE IT RESOLVED by the Board of County Commissioners, Houston County, Minnesota, that the Commissioner of Transportation be and is hereby requested to approve this advance for financing approved County State Aid Highway Project(s) of the County of Houston in an amount up to \$1,914,223.84 in accordance with Minnesota Rules 8820.1500, Subp. 9 and hereby authorize repayments from subsequent accruals to the Regular/Municipal Construction Account of said County from future year allocations until fully repaid.

\*\*\*\*\*CERTIFICATION\*\*\*\*\*

STATE OF MINNESOTA  
COUNTY OF HOUSTON

I, Jeff Babinski, Houston County Administrator, do hereby certify that the above is a true and correct copy of a resolution adopted by the Houston County Board of Commissioners at a session dated June 9, 2020.

WITNESS my hand and the seal of my office this 9th day of June, 2020.

  
Jeff Babinski, County Administrator



# Houston County

## Agenda Request Form

This form is not intended for the general public. It is intended for use by county department heads, representatives of other governmental units or vendors/agencies who contract with Houston County. Members of the public may address the Board during the Public Comment Period. (See Policy for Public Comment Period).

Date Submitted: 2-Jul-20

Person requesting appointment with County Board: Aaron Lacher

**Issue:**

Approve 1 CUP: 1) Shannon Fritcher - CUP to build a cabin in an Ag District in Winnebago Township.  
(Approved by the PC on 6-25-2020.)

**Justification:**

**Action Requested:**

Final Approval by the County Board. (Agenda, Hearing Notice, Findings and Staff Report is attached.)

For County Use Only						
<b><u>Reviewed by:</u></b>	_____	County Auditor	_____	County Attorney	_____	Zoning Administrator
	_____	Finance Director	_____	County Engineer	_____	Environmental Services
	_____	IS Director	_____	Other (indicate dept)	_____	
<b><u>Recommendation:</u></b>						
<b><u>Decision:</u></b>						

All agenda request forms must be submitted to the County Auditor by 4:00 p.m. on Monday in order to be considered for inclusion on the following week's agenda. The Board will review all requests and determine if the request will be heard at a County Board meeting.



# HOUSTON COUNTY ENVIRONMENTAL SERVICES

Solid Waste • Recycling • Zoning  
304 South Marshall Street – Room 209, Caledonia, MN 55921  
Phone: (507) 725-5800 • Fax: (507) 725-5590



## STAFF REPORT

6/18/2020

Application Date:  
Hearing Date: 6/25/2020  
Petitioner: Shannon Fritcher  
Reviewer: Aaron Lacher  
Zoning: Ag Protection  
Address: 72040 250th Ave  
Township: Winnebago  
Parcel Number: 160090000  
Submitted Materials: CUP Application

## OVERVIEW

### REQUEST

### SUMMARY OF NOTEWORTHY TOPICS

Cabins are subject to the following requirements, from HCZO 14.3 subd. 5:

- (a) Not more than one (1) cabin per quarter of a quarter section shall be allowed.*
- (b) A cabin shall not have a permanent foundation or basement, or otherwise be permanently attached to the ground.*
- (c) A cabin shall be for transient use only and shall not be used as a permanent, year-around dwelling.*
- (d) No cabin shall have a gross floor area exceeding 400 square feet.*
- (e) Cabins shall not be connected to modern utilities, including electricity, telephone service, and septic.*

The applicant has identified two potential sites for the cabin (Figure 1). The Board can recommend an approval that would allow the applicant to place a cabin at either site, and the precise location would be determined during the zoning permit process. Both sites appear to satisfy requirements set forth by the Ordinance.



Figure 1 Two Sites are Proposed

### TOWNSHIP AND NEIGHBORHOOD COMMENTS

Winnebago Township and the ten nearest property owners were notified. No comments were received.

### SITE CHARACTERISTICS

The location is on a 70 acre parcel in Winnebago Township, the quarter quarter in which the cabin is proposed is entirely within the parcel. There are no dwellings, cabins, or other improvement within the parcel. The building site is on a ridge—there are no floodplain or drainage concerns. Slopes at the first option are approximately 4% and at the second option are approximately 14%. Soils at site one are a class III silt loam; site two soils are a class VI silt loam. Buildings on each soil type should be design to conform to the natural slope of the land (Figure 2). The parcel is accessed via Balentine Rd, which adjoins the parcel in the southeast corner. The Applicant is proposing to install driveway, the existing topography is will allow appropriate driveway slope to be achieved.





**Figure 2 Option 2 is in the foreground, Option 1 is upslope and to the right**

## EVALUATION

Section 11.05 of the Houston County Zoning Ordinance requires the following:

NA: 8, 12, 13, 14

Subdivision 1. Findings. The Planning Commission shall not recommend a conditional use permit unless they find the following:

1. That the proposed use conforms to the County Land Use Plan.

Staff Analysis: The Comprehensive Plan references limiting development in environmentally sensitive areas. The proposed site is outside of these areas.

2. That the applicant demonstrates a need for the proposed use.

Staff Analysis: The applicant indicates the cabin is intended for recreation and hunting. This demonstrates a need for the proposed use to the extent possible for this type of request.

3. That the proposed use will not degrade the water quality of the County.

Staff Analysis: Any effects on water quality resulting from the placement of a cabin are anticipated to be negligible. There is no wastewater system requirement, and it is presumed that individuals approach wastewater appropriately.

4. That the proposed use will not adversely increase the quantity of water runoff.

Staff Analysis: The cabin footprint is minimal, and is not anticipated to have an effect on quantity of water runoff.

5. That soil conditions are adequate to accommodate the proposed use.

Staff Analysis: The soil survey indicates that soils at both sites can accommodate buildings, but should conform to the natural slope of the land. The applicant has indicated that the cabin would be sit atop post sunk in the ground, a minimal land shaping would be required during the install.

6. That potential pollution hazards been addressed and that standards have been met.

Staff Analysis: There are no anticipated

7. That adequate utilities, access roads, drainage and other necessary facilities have been or are being provided.

Staff Analysis: No utilities are proposed. Access is from the township road, off which the parcel has 300+ feet of frontage, and from which there is an existing field access.

8. That adequate measures have been or will be taken to provide sufficient off-street parking and loading space to serve the proposed use.

Staff Analysis: NA

9. That facilities are provided to eliminate any traffic congestion or traffic hazard which may result from the proposed use.

Staff Analysis: The addition of a cabin is not anticipated to affect traffic to and from the property.

10. That the Conditional Use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted.

Staff Analysis: The parcel is located at the end of Balentine Rd. Three houses are within 2,000 feet of the proposed locations. It is presumed that the property is currently used for recreation and hunting. The additional of a cabin to accommodate these uses is not anticipated to affect the use of neighboring properties.

11. That the establishment of the Conditional Use will not impede the normal and orderly development and improvement of surrounding vacant property for predominant uses in the area.

Staff Analysis: There are three existing dwellings access from Balentine Rd. The predominant land use is agriculture and forest, the continuation of which will not be impacted by a cabin. There are no known developments proposed in this area.

12. That adequate measures have been or will be taken to prevent or control offensive odor, fumes, dust, noise and vibration, so that none of these will constitute a nuisance, and to control lighted signs and other lights in such a manner that no disturbance to neighboring properties will result.

Staff Analysis: NA

13. That the density of any proposed residential development is not greater than the density of the surrounding neighborhood or not greater than the density indicated by the applicable Zoning District.

Staff Analysis: NA

14. That the intensity of any proposed commercial or industrial development is not greater than the intensity of the surrounding uses or not greater than the intensity characteristic of the applicable Zoning District.

Staff Analysis: NA

15. That site specific conditions and such other conditions are established as required for the protection of the public's health, safety, morals, and general welfare.

Staff Analysis: Public health, safety, morals, and general welfare are not anticipated to be impacted.

### RECOMMENDATION

The Planning Commission must consider the criteria above. Should the permit be granted, staff recommend requiring the following conditions:

1. The Permittee shall comply with all federal, state, and local laws and regulations;

Proposed Motion: Recommend approval of a CUP for a cabin in the agricultural district with one condition.

Number <b>2020- CUP- 60157</b>	<b>Shannon Fritcher   160090000  </b> <b>Conditional Use Request</b> Submitted by <b>Shannon</b> on 5/17/2020	
---	---	---

## CONDITIONAL USE INTRO [Edit] Last updated: 5/17/2020 12:06:01 PM and saved by: Shannon

A Conditional Use is a land use or development that would not be appropriate generally but may be allowed with appropriate restrictions as provided by official controls upon a finding that specific criteria are met, as outlined in Section 6.5 of the ordinance.

When submitting an application, the information requested in this form is required. You may be asked to provide additional information as deemed necessary by the Zoning Office, the Planning Commission, or the County Board.

A non-refundable application fee and recording fee are required before an application is considered complete.

**Prior to completing this form, a pre-application meeting with County Zoning is strongly recommended.**

Conditional Use Application **\$700.00**  
Fee

Recording Fee **\$46.00**

Application Type:  
Conditional Use

## APPLICANT INFORMATION [Edit] Last updated: 5/17/2020 12:23:38 PM and saved by: Shannon



Applicant Name	Shannon Fritcher
Telephone Number	5072081290
Address	72040 250TH AVE.
City	HAYFIELD
Zip	55940
Parcel Tax ID	160090000
Legal Description	Sect-08 Twp-101 Range-005 70.00 AC E1/2 NW1/4 SE1/4 & NE1/4 SE1/4 & S 10 AC OF E/34 S1/2 NE1/4 DOC 213533; DOC 253100; DOC 297088; DOC 297089; DOC 297256
Section-Township-Range	08-101-005
Do you own additional adjacent parcels	No
<hr/>	
Township of:	Winnebago

**Applicants are required to inform township boards of their application.**

Please reference the table below and contact the official for your township.

I understand I am required to inform my township of my application. **Yes**

**Township Contacts**

**CONDITIONAL USE REQUEST** [Edit] Last updated: 5/17/2020 12:24:34 PM and saved by: Shannon

---

[Click here to view the Houston County Zoning Ordinance](#)

Describe in detail your request. **Looking to put a 400square.ft. hunting /recreation cabin up I drew a square on the two locations I was looking at. The**

first is on top of hill in carp if I can buy 1/2 acre back the second is the se corner

Citation of Ordinance  
Section from which the  
Conditional Use is  
requested:

**Not sure what this is?**

Requested Dimension:

**20' by 20'**

**Please upload any  
supporting documents:**

[P\\_20200517\\_111208.jpg \(download\)](#)

**CONDITIONAL USE FINDING OF FACTS** [Edit] Last updated: 5/17/2020 12:42:41 PM and  
saved by: Shannon

---

[Click here to view the  
Houston County Zoning  
Ordinance](#)

## Findings Required:

**1. That the proposed  
use conforms to the  
County Land Use Plan.**

**Yes**

Comments:

**I have read the requirements for this permit**

**2. That the applicant  
demonstrates a need for  
the proposed use.**

**Yes**

Comments:

**Hunting/ recreation**

**3. That the proposed  
use will not degrade the  
water quality of the  
County.**

**Yes**

Comments:

**This will not degrade water quality**

**4. That the proposed  
use will not adversely  
increase the quantity of  
water runoff.**

**Yes**

Comments:

**I have made sure the locations are not in a water shed are**

**Yes**

**5. That soil conditions are adequate to accommodate the proposed use.**

Comments:

**Soil is workable**

**Yes**

**6. That potential pollution hazards have been addressed and standards have been met.**

Comments:

**No potential pollution hazards**

**Yes**

**7. That adequate utilities, access roads, drainage and other necessary facilities have been or are being provided.**

Comments:

**No utilities will be used**

**Yes**

**8. That adequate measures have been or will be taken to provide sufficient off-street parking and loading space to serve the proposed use.**

Comments:

**Drive way will be done,also have permission from neighbor to the east to use his driveway if needed**

**Yes**

**9. That adequate facilities are provided to eliminate any traffic congestion or traffic hazard which may result from the proposed use.**

Comments:

**Nothing will be in way of traffic**

**Yes**

**10. That the conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for**

**the purposes already permitted.**

Comments: **Will not effect rest of the property**

**Yes**

**11. That the establishment of the Conditional Use will not impede the normal and orderly development and improvement of surrounding vacant property for predominant uses in the area.**

Comments: **Is not in the way of surrounding property. Farm land around in other properties**

**Yes**

**12. That adequate measures have been or will be taken to prevent or control offensive odor, fumes, dust, noise and vibration, so that none of these will constitute a nuisance, and to control lighted signs and other lights in such a manner that no disturbance to neighboring properties will result.**

Comments: **All this will be follwed**

**Yes**

**13. That the density of any proposed residential development is not greater than the intensity of the surrounding uses or not greater than the intensity characteristic of the applicable zoning district**

Comments: **I have read ordinances and they will be followed**

**Yes**

**14. That the density of any proposed commercial or industrial development is not greater than the intensity of the surrounding uses or not**

greater than the intensity characteristic of the applicable zoning district.

Comments: No development of this kind is being requested

15. That site specific conditions and such other conditions are established as required for the protection of the public’s health, safety, morals, and general welfare.

Yes

Comments: All this has been considered and will be followed

SITE PLAN INFORMATION [Edit] Last updated: 5/17/2020 1:04:11 PM and saved by: Shannon

A site plan MUST accompany all Applications. You may either upload a drawing or use the interactive map below.

Upload Site Plan 1589734908756417615158.jpg (download)

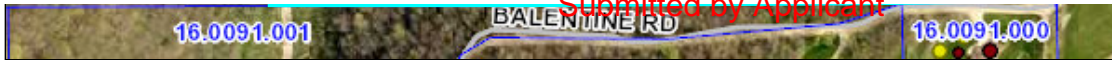
Use Interactive Map to Create Site Plan



**Layer List:**

- ☒ NG911 Address Points
- ☒ Wells\_MWI\_Jan\_2018
- ☐ Contours
- ☒ Septic Permit
  - Septic Permits
- ☒ Corporate Limits
- ☒ Political Townships
- ☐ Subdivisions
- ☐ Blocks
- ☐ Lot Boundaries
- ☒ Parcels
- ☒ Roads
- ☐ Streams

Submitted by Applicant

☐ Floodplain (Effective 12/7/2018)

12

Use the space below to include site plan comments, if necessary

I provided a picture of plans with first choice and 2nd choice, drew a line for the driveway

## APPLICATION SUBMITTAL [Edit] Last updated: 5/17/2020 1:06:18 PM and saved by: Shannon

By checking this box, I grant Houston County access to my property for the purpose of evaluating this application.

**Yes**

By checking this box, I certified that I have notified my town board of my application.

**Yes**

By checking this box, I certify that the information provided in this application is true and accurate to the best of my knowledge.

**Yes**

### Signature

Date Signed:  
05/17/2020

Check this box if Staff Signature on behalf of Applicant.

**No**

## APP SUBMITTED/PAYMENT SELECTION Last updated: 5/26/2020 1:32:17 PM and saved by: Holly Felten

Fee amount paid: **\$746**

## WINNEBAGO TOWNSHIP REVIEW [Edit] Last updated: 5/26/2020 1:33:12 PM and saved by: Holly Felten

### Notice to Township

Date email sent:  
05/26/2020

## APPLICATION DATE [Edit] Last updated: 6/5/2020 4:29:57 PM and saved by: Holly Felten

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**What Stage is the  
Application At?**

**Application reviewed and determined complete.**

**Application Date  
(Complete Application)**

**5/26/2020**

**Date of Notice of  
Incomplete Application**

**Comments**

**Please upload any  
supporting documents:**

**There are no attached documents.**

## DATES [Edit] Last updated: 6/5/2020 4:30:23 PM and saved by: Holly Felten

---

Advertising Date

**6/10/2020**

Planning Commission  
Meeting Date

**6/25/2020**

Meeting Time

**7:00 PM**

Comments



# Houston County, Minnesota





## CRITERIA FOR GRANTING CONDITIONAL USE PERMITS

NAME OF APPLICANT: Shannon Fritcher DATE: June 25, 2020

C.U.P. REQUESTED: Build a cabin in an Ag district.

The Planning Commission shall not recommend a conditional use permit unless they find the following:

### FINDINGS OF FACT

Section 11.5 of the Houston County Zoning Ordinance requires the following:

**(SA = Staff Analysis)**

1. That the proposed use conforms to the County Land Use Plan.

Staff Analysis: The Comprehensive Plan references limiting development in environmentally sensitive areas. The proposed site is outside of these areas.

Bob Conway – Yes, Agrees with SA.  
Larry Hafner – Yes, Agrees with SA.  
Ed Hammell – Yes  
Greg Myhre – Yes  
Rich Schild – Yes  
James Wieser – Yes

2. That the applicant demonstrates a need for the proposed use.

Staff Analysis: The applicant indicates the cabin is intended for recreation and hunting. This demonstrates a need for the proposed use to the extent possible for this type of request.

Bob Conway – Yes, Agrees with SA.  
Larry Hafner – Yes, Agrees with SA.  
Ed Hammell – Yes  
Greg Myhre – Yes  
Rich Schild – Yes  
James Wieser – Yes

3. That the proposed use will not degrade the water quality of the County.

Staff Analysis: Any effects on water quality resulting from the placement of a cabin are anticipated to be negligible. There is no wastewater system requirement, and it is presumed that individuals approach wastewater appropriately.

Bob Conway – Yes,  
Larry Hafner – Yes, Agrees with SA.  
Ed Hammell – Yes  
Greg Myhre – Yes  
Rich Schild – Yes, Composting toilet, not an issue.  
James Wieser – Yes

4. That the proposed use will not adversely increase the quantity of water runoff.

Staff Analysis: The cabin footprint is minimal, and is not anticipated to have an effect on quantity of water runoff.

Bob Conway – Yes, Agrees with SA.  
Larry Hafner – Yes, Agrees with SA.  
Ed Hammell – Yes  
Greg Myhre – Yes  
Rich Schild – Yes, Would not want to ruin property.  
James Wieser – Yes

5. That soil conditions are adequate to accommodate the proposed use.

Staff Analysis: The soil survey indicates that soils at both sites can accommodate buildings, but should conform to the natural slope of the land. The applicant has indicated that the cabin would be sit atop post sunk in the ground, a minimal land shaping would be required during the install.

Bob Conway – Yes, Agrees with SA.  
Larry Hafner – Yes, Agrees with SA.  
Ed Hammell – Yes  
Greg Myhre – Yes  
Rich Schild – Yes  
James Wieser – Yes, Soils are adequate and there will be minimal disturbance.

6. That potential pollution hazards been addressed and that standards have been met.

Staff Analysis: There are none anticipated.

Bob Conway – Yes  
Larry Hafner – Yes  
Ed Hammell – Yes  
Greg Myhre – Yes, Agrees with SA.  
Rich Schild – Yes, Agrees with SA, Waste will not be a problem.  
James Wieser – Yes

7. That adequate utilities, access roads, drainage and other necessary facilities have been or are being provided.

Staff Analysis: No utilities are proposed. Access is from the township road, off which the parcel has 300+ feet of frontage, and from which there is an existing field access.

Bob Conway – Yes, Agrees with SA.  
Larry Hafner – Yes, Agrees with SA.  
Ed Hammell – Yes  
Greg Myhre – Yes  
Rich Schild – Yes  
James Wieser – Yes

8. That adequate measures have been or will be taken to provide sufficient off-street parking and loading space to serve the proposed use.

Staff Analysis: NA

9. That facilities are provided to eliminate any traffic congestion or traffic hazard which may result from the proposed use.

Staff Analysis: The addition of a cabin is not anticipated to affect traffic to and from the property.

Bob Conway – Yes, Agrees with SA.

Larry Hafner – Yes, Agrees with SA.  
Ed Hammell – Yes  
Greg Myhre – Yes  
Rich Schild – Yes  
James Wieser – Yes

10. That the Conditional Use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted.

Staff Analysis: The parcel is located at the end of Balentine Road. Three houses are within 2,000 feet of the proposed locations. It is presumed that the property is currently used for recreation and hunting. The additional of a cabin to accommodate these uses is not anticipated to affect the use of neighboring properties.

Bob Conway – Yes, Agrees with SA.  
Larry Hafner – Yes  
Ed Hammell – Yes  
Greg Myhre – Yes  
Rich Schild – Yes, Agrees with SA.  
James Wieser – Yes, Agrees with SA.

11. That the establishment of the Conditional Use will not impede the normal and orderly development and improvement of surrounding vacant property for predominant uses in the area.

Staff Analysis: There are three existing dwellings access from Balentine Road. The predominant land use is agriculture and forest, the continuation of which will not be impacted by a cabin. There are no known developments proposed in this area.

Bob Conway – Yes, Agrees with SA.  
Larry Hafner – Yes, Agrees with SA.  
Ed Hammell – Yes  
Greg Myhre – Yes  
Rich Schild – Yes, Agrees with SA.  
James Wieser – Yes

12. That adequate measures have been or will be taken to prevent or control offensive odor, fumes, dust, noise and vibration, so that none of these will constitute a nuisance, and to control lighted signs and other lights in such a manner that no disturbance to neighboring properties will result.

Staff Analysis: NA

13. That the density of any proposed residential development is not greater than the density of the surrounding neighborhood or not greater than the density indicated by the applicable Zoning District.

Staff Analysis: NA

14. That the intensity of any proposed commercial or industrial development is not greater than the intensity of the surrounding uses or not greater than the intensity characteristic of the applicable Zoning District.

Staff Analysis: NA

15. That site specific conditions and such other conditions are established as required for the protection of the public's health, safety, morals, and general welfare.

Staff Analysis: Public health, safety, morals, and general welfare are not anticipated to be impacted.

Bob Conway – Yes

Larry Hafner – Yes, Taking care of the land.

Ed Hammell – Yes

Greg Myhre – Yes

Rich Schild – Yes, Agrees with SA and Jim Wieser.

James Wieser – Yes, Building a cabin will have minimal impact.

Larry Hafner made a motion to accept the findings as presented. Greg Myhre seconded. Roll call vote was taken. All were in favor. Motion carried.

Greg Myhre made the motion to recommend the Houston County Board approve the Conditional Use application for Shannon Fritcher to build a cabin in an Ag District with the following condition:

1. The Permittee shall comply with all federal, state, and local laws and regulations;

Jim Wieser seconded. Roll call vote was taken. All were in favor. Motion carried. The Findings will be submitted to the Houston County Board of Commissioners for their review.

# Houston County Agenda Request Form

Date Submitted: July 7, 2020 BOARD DATE: July 14, 2020

Person requesting appointment with County Board: Brian Pogodzinski

**Issue:**

To approve quote from Subsurface, Inc, in the amount of \$47,000 to complete rehabilitation of two culverts on CSAH 6 and CSH 8. Houston County is opting to furnish its own traffic control.

**Attachments/Documentation for the Board's Review:**

Subsurface, Inc quote attached.

**Justification:**

**Action Requested:**

Approval of Quote.

For County Use Only			
<b><u>Reviewed by:</u></b>	<u>          </u> County Auditor	<u>          </u> County Attorney	<u>          </u> Zoning Administrator
	<u>          </u> Finance Director	<u>          </u> County Engineer	<u>          </u> Environmental Services
	<u>          </u> IS Director	<u>          </u> Other (indicate dept)	<u>          </u>
<b><u>Recommendation:</u></b>			
<b><u>Decision:</u></b>			

All agenda request forms must be submitted to the County Auditor by 4:00 p.m. on Monday in order to be considered for inclusion on the following week's agenda. The Board will review all

P.O. Box 37  
Moorhead, MN 56561-0037



Phone (218) 227-5963  
Fax (218) 477-3949  
Email: gary@subsurface-inc.com

July 1, 2020

Houston Co Hwy Dept  
Attention: Patrick Burns  
Caledonia, MN 55921

RE: Site 1 located on CSAH 8 by Spring Grove a 24" x 140'  
Site 2 located on CSAH 6 outside of LaCrescent a 30" x 130'

Dear Mr. Burns;

Subsurface, Inc. is pleased to quote you an estimate for the complete rehabilitation of two culverts

described above. When completed, this remediation process will renew the life of this important drainage structure without open cutting and with minimal impact to your constituency.

This quote includes:

- Mobilization
- Cleaning culverts
- Furnish & Installing 24" & 30" CIPP UV cured liners
- Pre liner & Post liner Televising
- Freight on liner to job site
- Site cleanup

Summary of items listed above:

Mobilization -----	\$ 2,000
Traffic control 2 site/day -----	\$ 5,000
Cleaning included-----	\$ 0,000
Furnish & Install 24" UV CIPP 140LF @ \$150/LF -----	\$21,000
Furnish & Install 30" UV CIPP 130LF @ \$200/LF -----	<u>\$26,000</u>
<b>Total cost</b>	<b>\$52,000</b>

Note: (1) Final payment is based on actual lineal feet of CIPP installed.  
(2) All work performed complies with MnDOT specifications.  
(3) Remove Traffic Control if Houston Co supplies lane closures.  
(4) If you find this quote acceptable, please sign & scan back to me.

Thanks for giving us the opportunity to quote

Respectfully,

Al Lee,  
Sales and Marketing  
Subsurface, Inc.

Accepted by: \_\_\_\_\_

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

requests and determine if the request will be heard at a County Board meeting.

# Houston County Agenda Request Form

This form is not intended for the general public. It is intended for use by county department heads, representatives of other governmental units or vendors/agencies who contract with Houston County. Members of the public may address the Board during the Public Comment Period. (See Policy for Public Comment Period).

Date Submitted: 7/9/2020

Person requesting appointment with County Board: Aaron Lacher

Will you be doing a power point or video presentation: ☐ Yes ☒ No

Issue: Final action is needed on a wetland application for an exemption for tiling agricultural fields.

Attachments/Documentation for the Board's Review: An information packet and draft notice of decision is attached.

Justification: The Technical Evaluation Panel (TEP) has reviewed the application and created findings supporting approval of the application.

Action Requested: Motion to approve the Minnesota Wetland Conservation Act application submitted by Deborah Paulson on behalf of Grace Nelson.

For County Use Only			
<u>Reviewed by:</u>	County Auditor	County Attorney	Zoning/Environmental Service
	Finance Director	County Engineer	HR/Personnel
	IS Director	Other (indicate dept) _____	
<u>Recommendation:</u>			
<u>Decision:</u>			

All agenda request forms must be submitted to the County Auditor by 4:00 p.m. on Monday in order to be considered for inclusion on the following week's agenda. The Board will review all requests and schedule appointments as appropriate.



# Minnesota Wetland Conservation Act

## Notice of Decision

Local Government Unit (LGU) <b>Houston County</b>	Address <b>304 South Marshall Street, Room 209 Caledonia, Minnesota 55921</b>
--	--

### 1. PROJECT INFORMATION

Applicant Name <b>Grace Nelson, Deborah Paulson P.O.A.</b>	Project Name <b>Grace Nelson Tiling Project</b>	Date of Application <b>6/4/2020</b>	Application Number <b>0095</b>
<input checked="" type="checkbox"/> Attach site locator map.			

Type of Decision:

<input type="checkbox"/> Wetland Boundary or Type Sequencing	<input type="checkbox"/> No-Loss	<input checked="" type="checkbox"/> Exemption	<input type="checkbox"/>
<input type="checkbox"/> Replacement Plan	<input type="checkbox"/> Banking Plan		

Technical Evaluation Panel Findings and Recommendation (if any):

<input checked="" type="checkbox"/> Approve	<input type="checkbox"/> Approve with conditions	<input type="checkbox"/> Deny
Summary (or attach): TEP viewed site and reviewed aerial images from 1981 - 1990. The TEP found that:		
1. The area was planted with annually seeded crops or was in a crop rotation seeding of pasture grass or legumes in six of the last ten years prior to January 1, 1991.		
2. The proposed project qualifies for an exemption under Minnesota Rule 8420.0420 Subp. 2A.		

### 2. LOCAL GOVERNMENT UNIT DECISION

Date of Decision: <b>7/14/2020</b>		
<input checked="" type="checkbox"/> Approved Denied	<input type="checkbox"/> Approved with conditions (include below)	<input type="checkbox"/>

LGU Findings and Conclusions (attach additional sheets as necessary):

1. The area was planted with annually seeded crops or was in a crop rotation seeding of pasture grass or legumes in six of the last ten years prior to January 1, 1991.
2. The proposed project qualifies for an exemption under Minnesota Rule 8420.0420 Subp. 2A.

For Replacement Plans using credits from the State Wetland Bank:

Bank Account #	Bank Service Area	County	Credits Approved for Withdrawal (sq. ft. or nearest .01 acre)
----------------	-------------------	--------	---

**Replacement Plan Approval Conditions.** In addition to any conditions specified by the LGU, the approval of a Wetland Replacement Plan is conditional upon the following:

- ☐ **Financial Assurance:** For project-specific replacement that is not in-advance, a financial assurance specified by the LGU must be submitted to the LGU in accordance with MN Rule 8420.0522, Subp. 9 (List amount and type in LGU Findings).
- ☐ **Deed Recording:** For project-specific replacement, evidence must be provided to the LGU that the BWSR "Declaration of Restrictions and Covenants" and "Consent to Replacement Wetland" forms have been filed with the county recorder's office in which the replacement wetland is located.
- ☐ **Credit Withdrawal:** For replacement consisting of wetland bank credits, confirmation that BWSR has withdrawn the credits from the state wetland bank as specified in the approved replacement plan.

**Wetlands may not be impacted until all applicable conditions have been met!**

LGU Authorized Signature:

Signing and mailing of this completed form to the appropriate recipients in accordance with 8420.0255, Subp. 5 provides notice that a decision was made by the LGU under the Wetland Conservation Act as specified above. If additional details on the decision exist, they have been provided to the landowner and are available from the LGU upon request.		
Name <b>Jeff Babinski</b>	Title <b>County Administrator</b>	
Signature	Date	Phone Number and E-mail <b>507-725-5827</b>

THIS DECISION ONLY APPLIES TO THE MINNESOTA WETLAND CONSERVATION ACT. Additional approvals or permits from local, state, and federal agencies may be required. Check with all appropriate authorities before commencing work in or near wetlands.

Applicants proceed at their own risk if work authorized by this decision is started before the time period for appeal (30 days) has expired. If this decision is reversed or revised under appeal, the applicant may be responsible for restoring or replacing all wetland impacts.

This decision is valid for three years from the date of decision unless a longer period is advised by the TEP and specified in this notice of decision.

---

### 3. APPEAL OF THIS DECISION

Pursuant to MN Rule 8420.0905, any appeal of this decision can only be commenced by mailing a petition for appeal, including applicable fee, within thirty (30) calendar days of the date of the mailing of this Notice to the following as indicated:

Check one:

<input type="checkbox"/> Appeal of an LGU staff decision. Send petition and \$_____ fee (if applicable) to:	<input type="checkbox"/> Appeal of LGU governing body decision. Send petition and \$500 filing fee to: Executive Director Minnesota Board of Water and Soil Resources 520 Lafayette Road North St. Paul, MN 55155
---	---

### 4. LIST OF ADDRESSEES

<input checked="" type="checkbox"/> SWCD TEP member: <b>Dave Walter</b>
<input checked="" type="checkbox"/> BWSR TEP member: <b>Alyssa Core</b>
<input checked="" type="checkbox"/> LGU TEP member (if different than LGU Contact): <b>Aaron Lacher, Jim Gardner, and Brian Pogodzinski</b>
<input checked="" type="checkbox"/> DNR TEP member: <b>Nicole Lehman</b>
<input type="checkbox"/> DNR Regional Office (if different than DNR TEP member)
<input type="checkbox"/> WD or WMO (if applicable):
<input checked="" type="checkbox"/> Applicant and Landowner (if different)
<input type="checkbox"/> Members of the public who requested notice:
<input checked="" type="checkbox"/> Corps of Engineers Project Manager
<input type="checkbox"/> BWSR Wetland Bank Coordinator (wetland bank plan decisions only)

---

### 5. MAILING INFORMATION

➤ For a list of BWSR TEP representatives: [www.bwsr.state.mn.us/aboutbwsr/workareas/WCA\\_areas.pdf](http://www.bwsr.state.mn.us/aboutbwsr/workareas/WCA_areas.pdf)

➤ For a list of DNR TEP representatives: [www.bwsr.state.mn.us/wetlands/wca/DNR\\_TEP\\_contacts.pdf](http://www.bwsr.state.mn.us/wetlands/wca/DNR_TEP_contacts.pdf)

➤ Department of Natural Resources Regional Offices:

NW Region:	NE Region:	Central Region:	Southern Region:
Reg. Env. Assess. Ecol. Div. Ecol. Resources 2115 Birchmont Beach Rd. NE Bemidji, MN 56601	Reg. Env. Assess. Ecol. Div. Ecol. Resources 1201 E. Hwy. 2 Grand Rapids, MN 55744	Reg. Env. Assess. Ecol. Div. Ecol. Resources 1200 Warner Road St. Paul, MN 55106	Reg. Env. Assess. Ecol. Div. Ecol. Resources 261 Hwy. 15 South New Ulm, MN 56073

For a map of DNR Administrative Regions, see: [http://files.dnr.state.mn.us/aboutdnr/dnr\\_regions.pdf](http://files.dnr.state.mn.us/aboutdnr/dnr_regions.pdf)

➤ For a list of Corps of Project Managers: [www.mvp.usace.army.mil/regulatory/default.asp?pageid=687](http://www.mvp.usace.army.mil/regulatory/default.asp?pageid=687)  
or send to:

US Army Corps of Engineers  
St. Paul District, ATTN: OP-R  
180 Fifth St. East, Suite 700

St. Paul, MN 55101-1678

- For Wetland Bank Plan applications, also send a copy of the application to:  
Minnesota Board of Water and Soil Resources  
Wetland Bank Coordinator  
520 Lafayette Road North  
St. Paul, MN 55155

---

## 6. ATTACHMENTS

In addition to the site locator map, list any other attachments:

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

# Minnesota Wetland Conservation Act

## Technical Evaluation Panel Findings Report

Date(s) of Site Visit/Meeting: 5/14/20 - 6/4/20 LGU: Houston County  
County: Houston LGU Contact: Aaron Lacher  
Project Name: Grace Nelson Tiling Project Phone #: 507-725-5800  
Location of Project: PID 030071003 & 030067003 Email: aaron.lacher@co.houston.mn.us  
(attach map if possible) Address:

### TEP ATTENDEES:

LGU: Brian Pogodzinski

SWCD: Dave Walter

BWSR: Alyssa Core

DNR: Nicole Lehman

### OTHER ATTENDEES:

Vaugh Snook

David Studenski

Gary Larson

### OTHER ATTENDEES:

### PROJECT DESCRIPTION AND PURPOSE OF MEETING:

Applicant is proposing to install drain tile. Historic aerial photographs were compiled by SWCD and distributed to the TEP for the years 1981-1990. A tiling map was also provided. TEP members reviewed this information independently and raised discussion points with the group as needed.

### TYPE OF MEETING: *Check all applicable*

☐ Office ☐ On-Site ☐ Phone Conference ☒ E-Mail ☐ Other: \_\_\_\_\_

### TEP FINDINGS AND RECOMMENDATIONS <sup>1</sup>:

TEP viewed site and reviewed aerial images from 1981 - 1990. The TEP found that:

1. The area was planted with annually seeded crops or was in a crop rotation seeding of pasture grass or legumes in six of the last ten years prior to January 1, 1991.
2. The proposed project qualifies for an exemption under Minnesota Rule 8420.0420 Subp. 2A.

---

### SIGNATURES

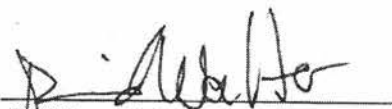
<sup>1</sup> TEP Findings should be a meaningful concise summary detailing the project conditions, technical data, and what rules apply. The TEP recommendation should be clear, based on rule and best professional judgement.

SWCD Representative	Date	BWSR Representative	Date
Do not concur	<input type="checkbox"/>	Do not concur	<input type="checkbox"/>

LGU Representative	Date	DNR Representative	Date
Do not concur	<input type="checkbox"/>	Do not concur	<input type="checkbox"/>


<sup>1</sup> TEP Findings should be a meaningful concise summary detailing the project conditions, technical data, and what rules apply. The TEP recommendation should be clear, based on rule and best professional judgement.

  
SWCD Representative

Do not concur

☐

6/30/2020  
Date

  
BWR Representative

Do not concur

7/7/2020

Date

☐

  
LGU Representative

Do not concur

☐

7/7/2020  
Date

\_\_\_\_\_  
DNR Representative

Do not concur

Date

☐

<sup>1</sup> TEP Findings should be a meaningful concise summary detailing the project conditions, technical data, and what rules apply. The TEP recommendation should be clear, based on rule and best professional judgement.

## Aaron Lacher

---

**From:** Lehman, Nicole (DNR) <nicole.lehman@state.mn.us>  
**Sent:** Wednesday, July 1, 2020 3:50 PM  
**To:** Dave Walter; Core, Alyssa (BWSR); Aaron Lacher; Brian Pogodzinski;  
david.a.studenski@usace.army.mil  
**Cc:** Benjamin, Ronald (DNR); Snook, Vaughn (DNR)  
**Subject:** RE: proposed tiling maps

\*\*\* HOUSTON COUNTY SECURITY NOTICE \*\*\*

This email originated from an external sender. Exercise caution before clicking on any links or attachments and consider whether you know the sender. For more information please contact HelpDesk.

I talked to Aaron and would be okay signing the document since my comments are noted, however since the tile is not outletting to the stream and it's setback do I need to sign for TEP concurrence?  
If DNR signature is required consider this an electronic signature as due to the pandemic I am not able to print, sign, scan and email back.  
Thank you

**Nicole E. Lehman**  
Area Hydrologist | Ecological and Water Resources Division

**Minnesota Department of Natural Resources**  
WE'RE MOVING -- Starting August 1<sup>st</sup> you can reach us at  
2118 Campus Dr. SE Suite 300  
Rochester, Minnesota 55904

3555 9<sup>th</sup> St NW, Suite 350  
Rochester, MN 55901  
Phone: 507-206-2854  
Fax: 507-285-7144  
Email: [nicole.lehman@state.mn.us](mailto:nicole.lehman@state.mn.us)  
[mndnr.gov](http://mndnr.gov)



---

**From:** Dave Walter <goosey10@hotmail.com>  
**Sent:** Tuesday, May 26, 2020 9:51 AM  
**To:** Lehman, Nicole (DNR) <nicole.lehman@state.mn.us>; Core, Alyssa (BWSR) <alyssa.core@state.mn.us>; Dave Walter <goosey10@hotmail.com>; Aaron Lacher <Aaron.Lacher@co.houston.mn.us>; Brian Pogodzinski <Brian.Pogodzinski@co.houston.mn.us>; david.a.studenski@usace.army.mil  
**Cc:** Benjamin, Ronald (DNR) <ronald.benjamin@state.mn.us>; Snook, Vaughn (DNR) <vaughn.snook@state.mn.us>  
**Subject:** RE: proposed tiling maps

Here are the slides for the record.

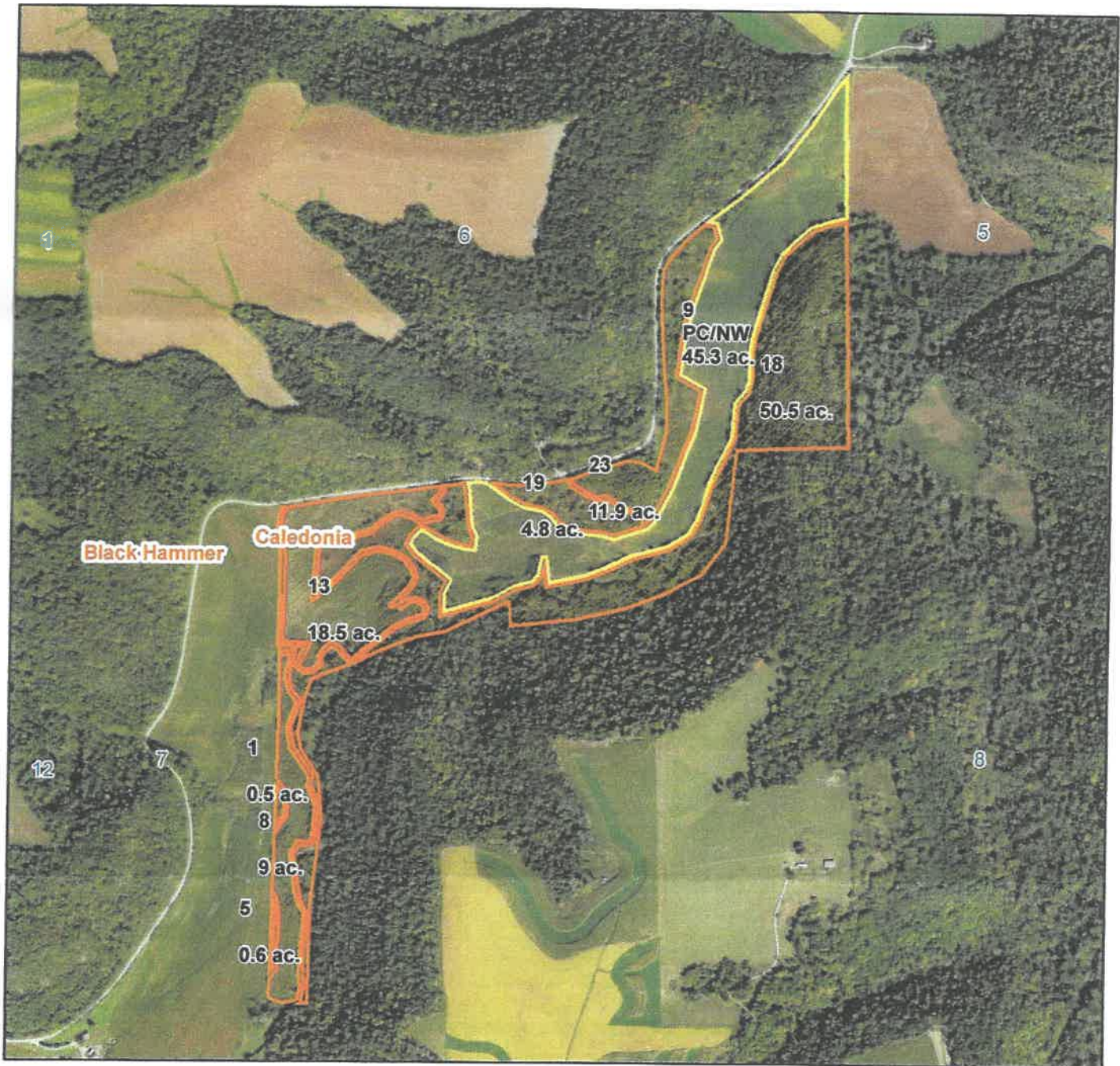




# Certified Wetland Determination

Customer: Grace Nelson  
Tract: 14039

4/6/2020



**T102 R6 S6 & S7 Caledonia  
Houston County**

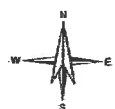
2006 imagery

1:12,000 1 inch = 1,000 feet

1,000 500 0 1,000 Feet

Not Evaluated

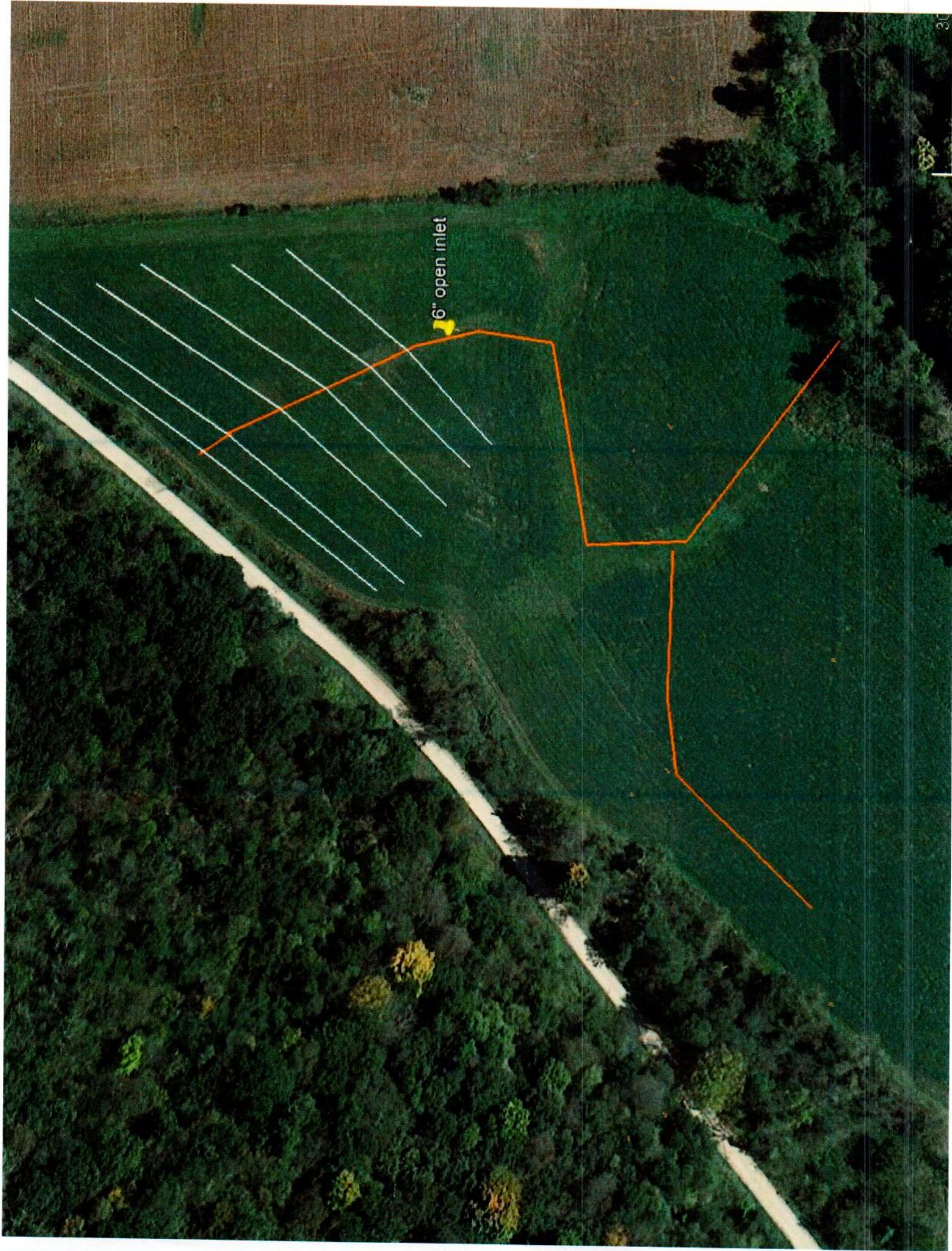
PC/NW



*This certified wetland determination/delineation has been conducted for the purpose of implementing the wetland conservation provisions of the Food Security Act of 1985. This determination/delineation may not be valid for identifying the extent of the Corps of Engineers' (COE's) Clean Water Act jurisdiction for this site. Other federal, state or local permits or restrictions may apply to activities impacting wetlands. Contact the US Fish and Wildlife Service for information concerning conservation easements. Contact the Local Governmental Unit (LGU) for State Wetland Conservation Act permits and Minnesota Department of Natural Resources for protected water permits prior to initiating wetland activities by completing the "Minnesota Joint Project Notification Form" available from the LGU.*













## Aaron Lacher

---

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**Sent:** Tuesday, May 26, 2020 9:51 AM  
**To:** Lehman, Nicole (DNR); Core, Alyssa (BWSR); Dave Walter; Aaron Lacher; Brian Pogodzinski; david.a.studenski@usace.army.mil  
**Cc:** Benjamin, Ronald (DNR); Snook, Vaughn (DNR)  
**Subject:** RE: proposed tiling maps  
**Attachments:** scan.pdf

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---

Here are the slides for the record.

**Dave Walter**  
Root River SWCD  
805 North Highway 44/76, Suite #1  
Caledonia, MN 55921  
(507) 724-5261 ext. 3



---

**From:** Lehman, Nicole (DNR) [mailto:nicole.lehman@state.mn.us]  
**Sent:** Thursday, May 21, 2020 1:22 PM  
**To:** Core, Alyssa (BWSR); Dave Walter; Aaron Lacher; Brian Pogodzinski; david.a.studenski@usace.army.mil  
**Cc:** Benjamin, Ronald (DNR); Snook, Vaughn (DNR)  
**Subject:** RE: proposed tiling maps

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Ron and Vaughn are copied in case they have additional comments.

Thank you,

**Nicole E. Lehman**

Area Hydrologist | Ecological and Water Resources Division

**Minnesota Department of Natural Resources**

3555 9<sup>th</sup> St NW, Suite 350

Rochester, MN 55901

Phone: 507-206-2854

Fax: 507-285-7144

Email: [nicole.lehman@state.mn.us](mailto:nicole.lehman@state.mn.us)

[mndnr.gov](http://mndnr.gov)



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**From:** Core, Alyssa (BWSR) <[alyssa.core@state.mn.us](mailto:alyssa.core@state.mn.us)>

**Sent:** Thursday, May 21, 2020 11:50 AM

**To:** Dave Walter <[goosey10@hotmail.com](mailto:goosey10@hotmail.com)>; Aaron Lacher <[Aaron.Lacher@co.houston.mn.us](mailto:Aaron.Lacher@co.houston.mn.us)>; Brian Pogodzinski <[Brian.Pogodzinski@co.houston.mn.us](mailto:Brian.Pogodzinski@co.houston.mn.us)>; Lehman, Nicole (DNR) <[nicole.lehman@state.mn.us](mailto:nicole.lehman@state.mn.us)>; david.a.studenski@usace.army.mil

**Subject:** RE: proposed tiling maps

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**Subject:** RE: proposed tiling maps

Well.....if everyone has looked at the slides maybe we can get this done over e-mail I seen 7 years were seeded for sure out of 10. I know someone said the application was not fully filled out? if everyone is happy we can do it.

**Dave Walter**

Root River SWCD

805 North Highway 44/76, Suite #1  
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**Sent:** Tuesday, May 19, 2020 11:55 AM  
**To:** Core, Alyssa (BWSR); Dave Walter; Brian Pogodzinski; Lehman, Nicole (DNR); [david.a.studenski@usace.army.mil](mailto:david.a.studenski@usace.army.mil)  
**Subject:** RE: proposed tiling maps

Dave, should we meet w/o Alyssa, or wait until she is available?

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**From:** Core, Alyssa (BWSR) <[alyssa.core@state.mn.us](mailto:alyssa.core@state.mn.us)>  
**Sent:** Tuesday, May 19, 2020 11:09 AM  
**To:** Dave Walter <[goosey10@hotmail.com](mailto:goosey10@hotmail.com)>; Brian Pogodzinski <[Brian.Pogodzinski@co.houston.mn.us](mailto:Brian.Pogodzinski@co.houston.mn.us)>; Aaron Lacher <[Aaron.Lacher@co.houston.mn.us](mailto:Aaron.Lacher@co.houston.mn.us)>; Lehman, Nicole (DNR) <[nicole.lehman@state.mn.us](mailto:nicole.lehman@state.mn.us)>; [david.a.studenski@usace.army.mil](mailto:david.a.studenski@usace.army.mil)  
**Subject:** RE: proposed tiling maps

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I'm in the field today and tomorrow so I won't be available those days. If you want to try for another day let me know.

Alyssa

Sent from my Verizon, Samsung Galaxy smartphone

----- Original message -----

**From:** Dave Walter <[goosey10@hotmail.com](mailto:goosey10@hotmail.com)>  
**Date:** 5/19/20 9:22 AM (GMT-06:00)  
**To:** Brian Pogodzinski <[Brian.Pogodzinski@co.houston.mn.us](mailto:Brian.Pogodzinski@co.houston.mn.us)>, Dave Walter <[goosey10@hotmail.com](mailto:goosey10@hotmail.com)>, Aaron Lacher <[Aaron.Lacher@co.houston.mn.us](mailto:Aaron.Lacher@co.houston.mn.us)>, "Core, Alyssa (BWSR)" <[alyssa.core@state.mn.us](mailto:alyssa.core@state.mn.us)>, "Lehman, Nicole (DNR)" <[nicole.lehman@state.mn.us](mailto:nicole.lehman@state.mn.us)>, [david.a.studenski@usace.army.mil](mailto:david.a.studenski@usace.army.mil)  
**Subject:** RE: proposed tiling maps

I'm out this afternoon. Tomorrow morning would work.

**Dave Walter**  
Root River SWCD  
805 North Highway 44/76, Suite #1  
Caledonia, MN 55921  
(507) 724-5261 ext. 3



---

**From:** Brian Pogodzinski [<mailto:Brian.Pogodzinski@co.houston.mn.us>]  
**Sent:** Tuesday, May 19, 2020 9:21 AM  
**To:** Dave Walter; Aaron Lacher; Core, Alyssa (BWSR); Lehman, Nicole (DNR); [david.a.studenski@usace.army.mil](mailto:david.a.studenski@usace.army.mil)  
**Subject:** RE: proposed tiling maps

I will be available this afternoon or tomorrow morning for a quick meeting.

Brian K. Pogodzinski, P.E.  
Houston County Engineer

---

**From:** Dave Walter <[goosey10@hotmail.com](mailto:goosey10@hotmail.com)>  
**Sent:** Tuesday, May 19, 2020 8:59 AM  
**To:** Aaron Lacher <[Aaron.Lacher@co.houston.mn.us](mailto:Aaron.Lacher@co.houston.mn.us)>; Dave Walter <[goosey10@hotmail.com](mailto:goosey10@hotmail.com)>; Core, Alyssa (BWSR) <[alysa.core@state.mn.us](mailto:alysa.core@state.mn.us)>; Brian Pogodzinski <[Brian.Pogodzinski@co.houston.mn.us](mailto:Brian.Pogodzinski@co.houston.mn.us)>; Lehman, Nicole (DNR) <[nicole.lehman@state.mn.us](mailto:nicole.lehman@state.mn.us)>; [david.a.studenski@usace.army.mil](mailto:david.a.studenski@usace.army.mil)  
**Subject:** RE: proposed tiling maps

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---

I think we should if they can tile they want to ASAP.

**Dave Walter**  
Root River SWCD  
805 North Highway 44/76, Suite #1  
Caledonia, MN 55921  
(507) 724-5261 ext. 3



---

**From:** Aaron Lacher [<mailto:Aaron.Lacher@co.houston.mn.us>]  
**Sent:** Friday, May 15, 2020 3:31 PM  
**To:** Dave Walter; Core, Alyssa (BWSR); Brian Pogodzinski; Lehman, Nicole (DNR); [david.a.studenski@usace.army.mil](mailto:david.a.studenski@usace.army.mil)  
**Subject:** RE: proposed tiling maps

Our next meeting would be June 2, do we want to set up a call prior to this?

---

**From:** Dave Walter <[goosey10@hotmail.com](mailto:goosey10@hotmail.com)>  
**Sent:** Friday, May 15, 2020 3:15 PM  
**To:** Core, Alyssa (BWSR) <[alyssa.core@state.mn.us](mailto:alyssa.core@state.mn.us)>; Aaron Lacher <[Aaron.Lacher@co.houston.mn.us](mailto:Aaron.Lacher@co.houston.mn.us)>; Brian Pogodzinski <[Brian.Pogodzinski@co.houston.mn.us](mailto:Brian.Pogodzinski@co.houston.mn.us)>; Lehman, Nicole (DNR) <[nicole.lehman@state.mn.us](mailto:nicole.lehman@state.mn.us)>; [david.a.studenski@usace.army.mil](mailto:david.a.studenski@usace.army.mil)  
**Subject:** FW: proposed tiling maps

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---

Hey TEP  
Lets visit about this ASAP  
thanks

**Dave Walter**  
Root River SWCD  
805 North Highway 44/76, Suite #1  
Caledonia, MN 55921  
(507) 724-5261 ext. 3



---

**From:** Benjamin, Ronald (DNR) [<mailto:ronald.benjamin@state.mn.us>]  
**Sent:** Thursday, May 14, 2020 2:16 PM  
**To:** Snook, Vaughn (DNR); Dave Walter; [jcp@umn.edu](mailto:jcp@umn.edu); Lehman, Nicole (DNR)  
**Subject:** RE: proposed tiling maps



Here is my first draft review.

No tiling is allowed in the easement, this is stated on the deed. The easement extends 66 feet from the centerline of Beaver Creek. Please be aware the easement moves with the stream so a structure outside of the easement can end up in the easement if the stream meanders toward it. Those structures would not be grandfathered so would have to be moved. I recommend a small area with a depression and moisture loving native plants at each tile outlet. This is of course outside of the easement, these basins would allow the uptake excess nutrients and storage of runoff for infiltration. If the runoff overwhelms the infiltration basins, these plants allow filtering of water on its way to the stream.

I understand that this is a proposed organic field but some of the largest fish kills I have investigated was with plain old manure. The Lanesboro Office is charged with protection of the trout resources of important streams in Houston County like Beaver Creek

---

**From:** Snook, Vaughn (DNR) <[vaughn.snook@state.mn.us](mailto:vaughn.snook@state.mn.us)>  
**Sent:** Thursday, May 14, 2020 1:05 PM  
**To:** Dave Walter <[goosey10@hotmail.com](mailto:goosey10@hotmail.com)>  
**Cc:** Benjamin, Ronald (DNR) <[ronald.benjamin@state.mn.us](mailto:ronald.benjamin@state.mn.us)>  
**Subject:** RE: proposed tiling maps

Got them...thanks.

Ron is working the review.

Vaughn

---

**From:** Dave Walter <[goosey10@hotmail.com](mailto:goosey10@hotmail.com)>  
**Sent:** Thursday, May 14, 2020 8:44 AM  
**To:** Snook, Vaughn (DNR) <[vaughn.snook@state.mn.us](mailto:vaughn.snook@state.mn.us)>  
**Subject:** FW: proposed tiling maps

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---

Fyi bud

**Dave Walter**  
Root River SWCD  
805 North Highway 44/76, Suite #1  
Caledonia, MN 55921  
(507) 724-5261 ext. 3



---

**From:** Dave Walter  
**Sent:** Thursday, May 14, 2020 8:37 AM  
**To:** Core, Alyssa (BWSR); 'aaron.lacher@co.houston.mn.us'; [Brian.Pogodzinski@co.houston.mn.us](mailto:Brian.Pogodzinski@co.houston.mn.us); [david.a.studenski@usace.army.mil](mailto:david.a.studenski@usace.army.mil); Lehman, Nicole (DNR)  
**Cc:** Larson, Gary - NRCS, Caledonia, MN  
**Subject:** FW: proposed tiling maps

Please see attached. This is the Nelson/Paulson tiling proposed in west beaver.  
thanks

**Dave Walter**  
Root River SWCD  
805 North Highway 44/76, Suite #1  
Caledonia, MN 55921  
(507) 724-5261 ext. 3



---

**From:** Jim Paulson [<mailto:jcp@umn.edu>]  
**Sent:** Wednesday, May 13, 2020 7:11 PM  
**To:** [goosey10@hotmail.com](mailto:goosey10@hotmail.com)  
**Subject:** proposed tiling maps

Dave,

Here are the maps for the proposed tiling on the land in Caledonia township in West Beaver Valley.

The intention of the tiling is to regain the use of the land that we used to farm prior to it being put into CRP and to improve the drainage on the cropland. We farm this organically and are working to use less tillage so soil drainage is important.

As you can see from the maps, we are using a main with laterals. Only two mains are needed. The mains drain to existing ditches that come into the field about 100 ft. from the center of Beaver Creek. It will not be necessary to enter into the easement area with any tiling. I would, however, propose that we could actually improve the surface drainage runoff by reshaping the ditch areas to slow any runoff from the field. I would

propose extending the tile mains with non-perforated pipe and placing rock around it and shaping a more shallow drainage ditch less prone to further erosion. This can be done at a later time.

I am very supportive of protecting our waterways and streams in SE MN. I think our tiling project will actually help us with that. I would also hope we possibly do other things for stream bank stabilization in the future. The land that we have in CRP is down by Konkel's land. He has drainage from his land across our CRP land. That is probably 100 yards further west.

It has been a great spring which now allows us to do this tiling right away and still get a crop in the tiled areas.

Sincerely,  
Jim Paulson

--

**James C. Paulson**  
**Fieldstone Consulting**  
Forage Specialist and Nutritionist  
10304 County 10  
Caledonia, MN 55921  
Cell: 507-251-4694

**Dave Walter**  
Root River SWCD  
805 North Highway 44/76, Suite #1  
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Ron and Vaughn are copied incase they have additional comments.

Thank you,

**Nicole E. Lehman**  
Area Hydrologist | Ecological and Water Resources Division

**Minnesota Department of Natural Resources**  
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Phone: 507-206-2854  
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**Dave Walter**

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---

I'm in the field today and tomorrow so I won't be available those days. If you want to try for another day let me know.

Alyssa

Sent from my Verizon, Samsung Galaxy smartphone

----- Original message -----

**From:** Dave Walter <[goosey10@hotmail.com](mailto:goosey10@hotmail.com)>

**Date:** 5/19/20 9:22 AM (GMT-06:00)

**To:** Brian Pogodzinski <[Brian.Pogodzinski@co.houston.mn.us](mailto:Brian.Pogodzinski@co.houston.mn.us)>, Dave Walter <[goosey10@hotmail.com](mailto:goosey10@hotmail.com)>, Aaron Lacher <[Aaron.Lacher@co.houston.mn.us](mailto:Aaron.Lacher@co.houston.mn.us)>, "Core, Alyssa (BWSR)" <[alyssa.core@state.mn.us](mailto:alyssa.core@state.mn.us)>, "Lehman, Nicole (DNR)" <[nicole.lehman@state.mn.us](mailto:nicole.lehman@state.mn.us)>, [david.a.studenski@usace.army.mil](mailto:david.a.studenski@usace.army.mil)

**Subject:** RE: proposed tiling maps

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**Dave Walter**

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**To:** Dave Walter; Aaron Lacher; Core, Alyssa (BWSR); Lehman, Nicole (DNR); [david.a.studenski@usace.army.mil](mailto:david.a.studenski@usace.army.mil)  
**Subject:** RE: proposed tiling maps

I will be available this afternoon or tomorrow morning for a quick meeting.

Brian K. Pogodzinski, P.E.  
Houston County Engineer

---

**From:** Dave Walter <[goosey10@hotmail.com](mailto:goosey10@hotmail.com)>  
**Sent:** Tuesday, May 19, 2020 8:59 AM  
**To:** Aaron Lacher <[Aaron.Lacher@co.houston.mn.us](mailto:Aaron.Lacher@co.houston.mn.us)>; Dave Walter <[goosey10@hotmail.com](mailto:goosey10@hotmail.com)>; Core, Alyssa (BWSR) <[alyssa.core@state.mn.us](mailto:alyssa.core@state.mn.us)>; Brian Pogodzinski <[Brian.Pogodzinski@co.houston.mn.us](mailto:Brian.Pogodzinski@co.houston.mn.us)>; Lehman, Nicole (DNR) <[nicole.lehman@state.mn.us](mailto:nicole.lehman@state.mn.us)>; [david.a.studenski@usace.army.mil](mailto:david.a.studenski@usace.army.mil)  
**Subject:** RE: proposed tiling maps

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I think we should if they can tile they want to ASAP.

**Dave Walter**  
Root River SWCD  
805 North Highway 44/76, Suite #1  
Caledonia, MN 55921  
(507) 724-5261 ext. 3



---

**From:** Aaron Lacher [<mailto:Aaron.Lacher@co.houston.mn.us>]  
**Sent:** Friday, May 15, 2020 3:31 PM  
**To:** Dave Walter; Core, Alyssa (BWSR); Brian Pogodzinski; Lehman, Nicole (DNR); [david.a.studenski@usace.army.mil](mailto:david.a.studenski@usace.army.mil)  
**Subject:** RE: proposed tiling maps

Our next meeting would be June 2, do we want to set up a call prior to this?

---

**From:** Dave Walter <[goosey10@hotmail.com](mailto:goosey10@hotmail.com)>  
**Sent:** Friday, May 15, 2020 3:15 PM  
**To:** Core, Alyssa (BWSR) <[alyssa.core@state.mn.us](mailto:alyssa.core@state.mn.us)>; Aaron Lacher <[Aaron.Lacher@co.houston.mn.us](mailto:Aaron.Lacher@co.houston.mn.us)>; Brian Pogodzinski <[Brian.Pogodzinski@co.houston.mn.us](mailto:Brian.Pogodzinski@co.houston.mn.us)>; Lehman, Nicole (DNR) <[nicole.lehman@state.mn.us](mailto:nicole.lehman@state.mn.us)>;

[david.a.studenski@usace.army.mil](mailto:david.a.studenski@usace.army.mil)

**Subject:** FW: proposed tiling maps

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Hey TEP

Lets visit about this ASAP

thanks

**Dave Walter**

Root River SWCD

805 North Highway 44/76, Suite #1

Caledonia, MN 55921

(507) 724-5261 ext. 3



---

**From:** Benjamin, Ronald (DNR) [<mailto:ronald.benjamin@state.mn.us>]

**Sent:** Thursday, May 14, 2020 2:16 PM

**To:** Snook, Vaughn (DNR); Dave Walter; [jcp@umn.edu](mailto:jcp@umn.edu); Lehman, Nicole (DNR)

**Subject:** RE: proposed tiling maps

Here is my first draft review.

No tiling is allowed in the easement, this is stated on the deed. The easement extends 66 feet from the centerline of Beaver Creek. Please be aware the easement moves with the stream so a structure outside of the easement can end up in the easement if the stream meanders toward it. Those structures would not be grandfathered so would have to be moved. I recommend a small area with a depression and moisture loving native plants at each tile outlet. This is of course outside of the easement, these basins would allow the uptake excess nutrients and storage of runoff for infiltration. If the runoff overwhelms the infiltration basins, these plants allow filtering of water on its way to the stream.

I understand that this is a proposed organic field but some of the largest fish kills I have investigated was with plain old manure. The Lanesboro Office is charged with protection of the trout resources of important streams in Houston County like Beaver Creek

---

**From:** Snook, Vaughn (DNR) <[vaughn.snook@state.mn.us](mailto:vaughn.snook@state.mn.us)>

**Sent:** Thursday, May 14, 2020 1:05 PM

**To:** Dave Walter <[goosey10@hotmail.com](mailto:goosey10@hotmail.com)>



**Cc:** Benjamin, Ronald (DNR) <[ronald.benjamin@state.mn.us](mailto:ronald.benjamin@state.mn.us)>

**Subject:** RE: proposed tiling maps

Got them...thanks.

Ron is working the review.

Vaughn

---

**From:** Dave Walter <[goosey10@hotmail.com](mailto:goosey10@hotmail.com)>

**Sent:** Thursday, May 14, 2020 8:44 AM

**To:** Snook, Vaughn (DNR) <[vaughn.snook@state.mn.us](mailto:vaughn.snook@state.mn.us)>

**Subject:** FW: proposed tiling maps

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Fyi bud

**Dave Walter**

Root River SWCD

805 North Highway 44/76, Suite #1

Caledonia, MN 55921

(507) 724-5261 ext. 3



---

**From:** Dave Walter

**Sent:** Thursday, May 14, 2020 8:37 AM

**To:** Core, Alyssa (BWSR); 'aaron.lacher@co.houston.mn.us'; [Brian.Pogodzinski@co.houston.mn.us](mailto:Brian.Pogodzinski@co.houston.mn.us); [david.a.studenski@usace.army.mil](mailto:david.a.studenski@usace.army.mil); Lehman, Nicole (DNR)

**Cc:** Larson, Gary - NRCS, Caledonia, MN

**Subject:** FW: proposed tiling maps

Please see attached. This is the Nelson/Paulson tiling proposed in west beaver.  
thanks

**Dave Walter**

Root River SWCD

805 North Highway 44/76, Suite #1

Caledonia, MN 55921

(507) 724-5261 ext. 3



---

**From:** Jim Paulson [<mailto:jcp@umn.edu>]  
**Sent:** Wednesday, May 13, 2020 7:11 PM  
**To:** [goosey10@hotmail.com](mailto:goosey10@hotmail.com)  
**Subject:** proposed tiling maps

Dave,

Here are the maps for the proposed tiling on the land in Caledonia township in West Beaver Valley.

The intention of the tiling is to regain the use of the land that we used to farm prior to it being put into CRP and to improve the drainage on the cropland. We farm this organically and are working to use less tillage so soil drainage is important.

As you can see from the maps, we are using a main with laterals. Only two mains are needed. The mains drain to existing ditches that come into the field about 100 ft. from the center of Beaver Creek. It will not be necessary to enter into the easement area with any tiling. I would, however, propose that we could actually improve the surface drainage runoff by reshaping the ditch areas to slow any runoff from the field. I would propose extending the tile mains with non-perforated pipe and placing rock around it and shaping a more shallow drainage ditch less prone to further erosion. This can be done at a later time.

I am very supportive of protecting our waterways and streams in SE MN. I think our tiling project will actually help us with that. I would also hope we possibly do other things for stream bank stabilization in the future. The land that we have in CRP is down by Konkel's land. He has drainage from his land across our CRP land. That is probably 100 yards further west.

It has been a great spring which now allows us to do this tiling right away and still get a crop in the tiled areas.

Sincerely,  
Jim Paulson

--

**James C. Paulson**  
**Fieldstone Consulting**  
Forage Specialist and Nutritionist  
10304 County 10  
Caledonia, MN 55921  
Cell: 507-251-4694

# **CARES Act Grant Application**

In accordance with the requirements of Minnesota Laws 2020, Chapter 77

**Minnesota Secretary of State Steve Simon**

## **Contents**

- A. Background and General Instructions – Page 1
- B. County Application – Page 3
- C. County Certification – Page 5
- D. Reporting Requirements – Page 6
- E. County Allocation – Page 7
- F. Allocation Formula – Page 9
- G. Default Municipal Allocation – Page 10

## **Section A. Background and General Instructions**

The Office of the Secretary of State (OSS) received funding through the 2020 CARES Act “to prevent, prepare for, and respond to coronavirus, domestically or internationally, for the 2020 Federal election cycle.” Minnesota Laws 2020, Chapter 77, authorized the use of these funds within Minnesota, including allowing for distributing these funds to local governments for use consistent with the state and federal requirements.

A work group including members of the OSS staff, county representatives, and city representatives was tasked with determining a fair, equitable, and efficient way to allocate these funds to local governments through a grant-making process. The work group focused on allocation with these goals in mind:

1. Getting funds to counties/cities/towns directly to help with costs
2. Minimizing the complexity of the disbursement/reimbursement process
3. Sending out funds with direction on how to use and how to report back on use (and 20% match), avoiding a “reimbursement” process
4. Ensuring the state, counties, cities, and towns benefits equitably

The work group recommended, and the OSS adopted, a grant-making structure that provides a block-grant to Counties, with the instruction that Counties work with their municipalities to determine a fair, equitable, and mutually agreeable method for allocating the funds within the County and between municipalities. However, if a County and its encompassed municipalities cannot come to a mutual agreement, a default allocation mechanism is provided. Both the distribution of funds to Counties, and the default municipality distribution, are based on a formula using various election-related factors (see Section F for the allocation formula factors).

## **Application Process**

The OSS has divided the CARES Act funding based on a variety of election-related factors. In order for a County to receive the CARES Act funding allocation, the County must do the following:

1. Complete and return the following materials to the OSS via email and hard copy:
  - a. County Application Information (Section B)

- b. County Certification (Section C)
  - c. A County Resolution Authorizing the Acceptance of Resources
2. Complete and return the grant agreement (the OSS will send this once application materials are received).

### **Distribution of Funds within the County**

Once a County receives the CARES Act funding, the County must work with the municipalities within the County to determine a fair, equitable, and mutually agreeable method for allocating the funds within the County and between municipalities. If an agreement cannot be reached by **September 8, 2020**, the County must distribute the funds based on the default allocation (See Section G).

All Counties receiving CARES Act funds under this agreement must report the allocation of local funding within the County to the OSS by **September 15, 2020**. At the time of this report, Counties must also certify that they have written agreements with municipalities on the distribution, or that the County has utilized the default allocation.

### **Authorized Uses of the CARES Act Funding**

The use of the CARES Act funds is restricted by both Federal and State law. State law outlines the broad categories for which the funds can be used, including:

- (1) ensuring the health and safety of election officials and in-person voters, including the purchase of sanitation and disinfectant supplies;
- (2) public outreach and preparations for implementing social distancing guidelines related to voting, including additional signs and staff;
- (3) facilitation, support, and preparation for increased absentee voting, including voter education materials, printing, and postage;
- (4) preparation of training materials and administration of additional training of local election officials;
- (5) preparation of new polling place locations; and
- (6) purchasing an electronic roster system meeting the technology requirements of Minnesota Statutes, section 201.225, subdivision 2, along with equipment necessary to support the system.

The enabling legislation also specifies that a political subdivision is eligible to use the funds for no more than 75 percent of the total cost of purchasing an electronic roster system and necessary support equipment, and no more than 80 percent of the total cost of any other authorized activities. The OSS will be providing an FAQ on authorized uses of these funds, and any jurisdictions with questions about an authorized use should contact Julie Strother ([julie.strother@state.mn.us](mailto:julie.strother@state.mn.us)).

### **Reporting Requirements**

Counties must report on the use of the funds allocated to the County, including the distribution and use by municipalities within the County by **November 16, 2020** (see reporting materials, Section D).

## Section B. County Application

County Contact Information	
<b>County Name:</b>	
<b>Name of Individual Submitting Application:</b>	
<b>Title of Individual Submitting Application:</b>	
<b>Address of Individual Submitting Application:</b>	
<b>E-Mail of Individual Submitting Application:</b>	
<b>Phone:</b>	
<b>Fax:</b>	
<b>Federal Tax ID of Jurisdiction:</b>	
Grant Application	
<b>Description of the purpose of the grant request, including intended use of the funds and expected COVID-19 election-related costs:</b> <div style="height: 200px; border: 1px solid black; margin-top: 5px;"></div>	
<b>Total Amount of Grant Request (cannot exceed the amount identified in Section F):</b>	<div style="font-size: 2em; margin-bottom: 5px;">\$</div> <div style="height: 30px; border: 1px solid black;"></div>

Total Registered Voters Per Precinct within the County

*Please attach a list of the total registered voters per precinct within the County.*

## Section C. Certification

I certify that CARES Act Elections Grant funds will be used the County only for the purposes authorized in the federal CARES Act, as further restricted by Minnesota Laws 2020, Chapter 77.

I certify that I will work with the municipalities within the County to determine a fair, equitable, and mutually agreeable allocation of the funds within the County and between municipalities, and if an agreement cannot be reached, the funds will be distributed pursuant to the OSS identified default allocation.

I further certify that all information provided in this application is true and accurate.

**County Name:** \_\_\_\_\_

**Printed Name of Individual  
Submitting Application:** \_\_\_\_\_

**Title of Applicant:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Please send the original application via mail and send an electronic copy. Our office will send you confirmation of receipt of your electronic application or paper application, whichever arrives to the OSS first.

Mail original applications to:

MN Secretary of State  
Attention: Jenny Kurz  
Retirement Systems of Minnesota Building  
60 Empire Dr., Suite 100  
Saint Paul, MN 55103

Email a copy of the application to:

[Christine.Nelson@state.mn.us](mailto:Christine.Nelson@state.mn.us)

## Section D. Reporting Requirements

*Reports must be submitted by November 16, 2020 to [elections.dept@state.mn.us](mailto:elections.dept@state.mn.us)*

Progress Narrative		
<p>The CARES Act requires that states submit a report after each primary and general election that includes a “full accounting of the State’s uses of the payments and an explanation of how such uses allowed the State to prevent, prepare for, and respond to coronavirus.” Please provide a narrative report that describes how you and the municipalities within your county used the funds to address the pandemic, the challenges you faced in responding to it, and how you are meeting the requirement of a local 20% funding match, or 25% local funding match for electronic rosters. Describe the major issues you and the municipalities within your county faced in dealing with the pandemic in the election cycle.</p>		
Amount Expended and Unliquidated Obligations		
	Grant Funds	Local Match
<b>Voting Process Expenses:</b> Including additional costs for printing and mailing ballots, ballot tracking software, high speed scanners and letter opening equipment, hardware and software associated with absentee ballot administration.		
<b>Staffing:</b> Additional poll workers, election office staff diverted to pandemic response, temporary staff.		
<b>Security and Training:</b> Security for additional absentee materials, pre- and post-election cleaning of polling places, staff and poll worker training on prevention processes.		
<b>Communications:</b> Notifying public of changes in registration, ballot request options, precautions, or voting procedures.		
<b>Supplies:</b> Additional supplies required in the polling place, absentee voting locations, cleaning supplies, masks, or other election-related and pandemic related supplies.		
<b>Other (describe):</b>		
<b>Other (describe):</b>		
<b>TOTAL:</b>		



## Section E. County Allocation

County	Formula Alloc Amt for County/MCD Share per Agreement w/ MCD	Formula Amt to be Shared with MCDs in County if no Agreement w/ MCD	Resulting Amt for County Use
<b>Totals</b>	<b>\$ 4,990,039.20</b>	<b>\$ 2,875,164.04</b>	<b>\$ 2,114,875.16</b>
Aitkin	\$ 20,588.95	\$ 8,159.76	\$ 12,429.19
Anoka	\$ 272,782.08	\$ 182,066.65	\$ 90,715.43
Becker	\$ 36,098.76	\$ 19,563.75	\$ 16,535.01
Beltrami	\$ 39,429.43	\$ 18,781.02	\$ 20,648.41
Benton	\$ 26,454.30	\$ 14,048.43	\$ 12,405.87
Big Stone	\$ 6,198.30	\$ 1,036.54	\$ 5,161.76
Blue Earth	\$ 51,708.65	\$ 23,331.77	\$ 28,376.87
Brown	\$ 24,047.33	\$ 10,647.14	\$ 13,400.18
Carlton	\$ 31,684.30	\$ 15,395.00	\$ 16,289.31
Carver	\$ 85,912.07	\$ 45,179.39	\$ 40,732.68
Cass	\$ 27,765.02	\$ 9,552.78	\$ 18,212.24
Chippewa	\$ 12,198.49	\$ 5,241.51	\$ 6,956.98
Chisago	\$ 44,761.39	\$ 24,579.00	\$ 20,182.39
Clay	\$ 51,591.75	\$ 27,484.98	\$ 24,106.77
Clearwater	\$ 17,270.62	\$ 10,327.36	\$ 6,943.26
Cook	\$ 6,977.14	\$ 1,199.37	\$ 5,777.77
Cottonwood	\$ 21,166.29	\$ 13,159.41	\$ 8,006.88
Crow Wing	\$ 59,755.75	\$ 25,763.02	\$ 33,992.73
Dakota	\$ 354,248.62	\$ 195,877.54	\$ 158,371.09
Dodge	\$ 22,728.44	\$ 13,246.11	\$ 9,482.32
Douglas	\$ 39,495.29	\$ 17,775.21	\$ 21,720.08
Faribault	\$ 20,267.25	\$ 11,052.27	\$ 9,214.98
Fillmore	\$ 26,343.06	\$ 14,901.84	\$ 11,441.23
Freeborn	\$ 24,827.45	\$ 9,208.41	\$ 15,619.04
Goodhue	\$ 49,377.93	\$ 28,289.98	\$ 21,087.94
Grant	\$ 6,212.66	\$ 705.30	\$ 5,507.36
Hennepin	\$ 1,117,423.48	\$ 731,920.00	\$ 385,503.48
Houston	\$ 22,610.25	\$ 11,771.54	\$ 10,838.71
Hubbard	\$ 25,195.46	\$ 11,182.14	\$ 14,013.32
Isanti	\$ 32,936.36	\$ 18,095.40	\$ 14,840.96
Itasca	\$ 44,284.32	\$ 19,927.23	\$ 24,357.09
Jackson	\$ 13,125.04	\$ 5,978.60	\$ 7,146.44
Kanabec	\$ 19,642.65	\$ 11,491.78	\$ 8,150.87
Kandiyohi	\$ 47,074.65	\$ 26,652.58	\$ 20,422.07
Kittson	\$ 6,284.58	\$ 1,240.30	\$ 5,044.28
Koochiching	\$ 13,587.64	\$ 4,312.75	\$ 9,274.89
Lac Qui Parle	\$ 8,877.61	\$ 3,046.35	\$ 5,831.26
Lake	\$ 17,602.37	\$ 9,206.07	\$ 8,396.30
Lake Of The Woods	\$ 5,241.70	\$ 676.15	\$ 4,565.56
Le Sueur	\$ 22,089.68	\$ 9,852.85	\$ 12,236.83
Lincoln	\$ 14,820.62	\$ 9,165.02	\$ 5,655.60
Lyon	\$ 17,971.64	\$ 6,956.92	\$ 11,014.72

<b>County</b>	<b>Formula Alloc Amt for County/MCD Share per Agreement w/ MCD</b>	<b>Formula Amt to be Shared with MCDs in County if no Agreement w/ MCD</b>	<b>Resulting Amt for County Use</b>
Mahnomen	\$ 7,024.54	\$ 2,422.60	\$ 4,601.93
Marshall	\$ 8,624.73	\$ 1,150.82	\$ 7,473.91
Martin	\$ 23,352.21	\$ 12,272.85	\$ 11,079.36
Mcleod	\$ 26,596.10	\$ 13,042.99	\$ 13,553.10
Meeker	\$ 24,368.48	\$ 12,867.67	\$ 11,500.81
Mille Lacs	\$ 24,978.51	\$ 13,354.72	\$ 11,623.78
Morrison	\$ 29,758.17	\$ 13,292.64	\$ 16,465.53
Mower	\$ 32,217.34	\$ 16,069.02	\$ 16,148.32
Murray	\$ 13,821.12	\$ 6,812.62	\$ 7,008.50
Nicollet	\$ 27,493.79	\$ 11,444.68	\$ 16,049.11
Nobles	\$ 20,463.30	\$ 9,424.18	\$ 11,039.12
Norman	\$ 6,624.22	\$ 1,131.25	\$ 5,492.97
Olmsted	\$ 139,222.61	\$ 71,385.62	\$ 67,836.99
Otter Tail	\$ 78,904.02	\$ 49,305.95	\$ 29,598.06
Pennington	\$ 17,529.56	\$ 9,422.18	\$ 8,107.39
Pine	\$ 29,607.74	\$ 16,363.81	\$ 13,243.93
Pipestone	\$ 8,320.52	\$ 2,753.16	\$ 5,567.36
Polk	\$ 27,112.57	\$ 12,109.67	\$ 15,002.90
Pope	\$ 17,194.81	\$ 9,061.40	\$ 8,133.41
Ramsey	\$ 421,304.25	\$ 281,413.28	\$ 139,890.97
Red Lake	\$ 6,575.01	\$ 2,219.57	\$ 4,355.43
Redwood	\$ 31,316.28	\$ 20,436.40	\$ 10,879.88
Renville	\$ 25,067.80	\$ 15,630.05	\$ 9,437.75
Rice	\$ 54,515.92	\$ 32,082.42	\$ 22,433.50
Rock	\$ 9,537.43	\$ 3,538.67	\$ 5,998.75
Roseau	\$ 12,218.49	\$ 2,975.74	\$ 9,242.74
Scott	\$ 108,479.69	\$ 68,568.25	\$ 39,911.44
Sherburne	\$ 62,746.80	\$ 37,008.98	\$ 25,737.82
Sibley	\$ 13,689.12	\$ 5,168.39	\$ 8,520.73
St. Louis	\$ 192,765.61	\$ 123,660.78	\$ 69,104.83
Stearns	\$ 124,273.40	\$ 74,877.58	\$ 49,395.82
Steele	\$ 33,438.05	\$ 18,301.40	\$ 15,136.65
Stevens	\$ 10,055.93	\$ 3,455.74	\$ 6,600.19
Swift	\$ 10,013.59	\$ 3,479.61	\$ 6,533.98
Todd	\$ 32,668.95	\$ 20,840.27	\$ 11,828.68
Traverse	\$ 6,016.40	\$ 1,888.49	\$ 4,127.92
Wabasha	\$ 27,595.38	\$ 15,720.18	\$ 11,875.20
Wadena	\$ 18,927.29	\$ 11,078.82	\$ 7,848.47
Waseca	\$ 19,678.29	\$ 10,724.65	\$ 8,953.64
Washington	\$ 218,118.00	\$ 106,273.26	\$ 111,844.74
Watonwan	\$ 9,039.28	\$ 2,935.37	\$ 6,103.91
Wilkin	\$ 7,922.44	\$ 2,658.62	\$ 5,263.82
Winona	\$ 48,460.08	\$ 28,827.42	\$ 19,632.66
Wright	\$ 98,281.35	\$ 61,661.97	\$ 36,619.38
Yellow Medicine	\$ 15,460.67	\$ 8,001.08	\$ 7,459.59

## Section F. Allocation Formula

### County Block Grant Amount and City/Town Point-of-Reference Amount Factors

This is a high-level review of the calculation and factors considered by the work group in determining the county block grant amount and the city and town point-of-reference amounts. The concept is for the county block grant amount to be distributed by mutual agreement between the county and all the cities/townships within that county.

- \$8.32 million in CARES Act funding
  - 40% allocated to the OSS = \$3.33 million
  - 60% allocated to counties (and cities and townships) = \$4.99 million
- Of the \$4.99 million allocated to the counties (and cities and townships), it is distributed as follows and based on per-unit rates:
  - 2.5% is based on base allocation equally divided to each county = \$1,433.9193
  - 25.0% based on 2018 voter (Primary and General) count = \$0.3527 per voter
  - 20.0% based on 2018 General Absentee Voter count = \$1.7777 per voter
  - 20.0% is based on May 1 registered voter counts = \$0.2942 per voter
  - 20.0% is based on number of polling places = \$347.6168 per polling place
  - 2.5% is based on 2018 population = \$0.0222 per person
  - Precinct-based allocations equate to \$166.2221 per polling place precinct and \$27.3321 per mail ballot precinct
    - 10.0% is based on number of total precincts = \$121.4121 per precinct
    - 2.5% is based on number of polling place precincts = \$44.8100 additional per polling place precinct
    - -2.5% is based on number of mail ballot precincts = reduction of \$94.08 per mail ballot polling place

This results in a range of county block grants of \$5,241.70 to \$1,117,423.48. Median is \$24,827.45 and average is \$57,356.77.

- Of the \$4.99 million allocated to the counties (and cities and townships), the work group recommends the counties and their cities and townships work to distribute the county's block grant funding. If agreement cannot be reached, then the work group provides point-of-reference amounts for each city/township that operates an election day polling place. This totals \$2.875 million.
  - The original 60% county block allocation is split 20% county and 40% cities/townships. The county receives the funding for mail ballot precincts and for absentee voting (if they complete those tasks for the jurisdiction) the under this formula as well.
  - The same factors listed above apply.

This results in a range of distributions of \$30.82 to \$237,630.19. Median is \$589.66 and average is \$1,999.42.

After reducing the county block grant amount by the point-of-reference amounts as listed, the county remaining portions (totaling \$2.1 million) result in a range of \$4,127.92 to \$385,503.48. Median is \$11,623.78 and average is \$24,308.91.

## Section G. Default Municipal Allocation

*To be used if a mutual agreement between the cities and counties cannot be reached.*

MCDs	Formula Alloc Amt
<b>Totals</b>	<b>\$ 2,875,164.04</b>
Aastad township	\$ 440.35
Acoma township	\$ 720.70
Acton township	\$ 485.86
Ada city	\$ 1,131.25
Adams city	\$ 596.22
Adams township	\$ 532.17
Adrian city	\$ 639.11
Afton city	\$ 2,552.93
Agram township	\$ 550.63
Aitkin city	\$ 913.81
Akeley city	\$ 482.18
Akron township	\$ 425.98
Alango township	\$ 456.27
Alaska township	\$ 441.49
Albany city	\$ 1,150.62
Albany township	\$ 636.47
Albert Lea city	\$ 7,189.89
Alberta township	\$ 588.17
Albertville city	\$ 3,369.74
Albion township	\$ 769.19
Alborn township	\$ 527.42
Alden township	\$ 448.21
Aldrich township	\$ 507.26
Alexandria city	\$ 6,119.55
Alta Vista township	\$ 438.19
Alton township	\$ 500.51
Altura city	\$ 492.44
Amador township	\$ 656.32
Amboy township	\$ 424.13
Amherst township	\$ 463.41
Amo township	\$ 419.21
Amor township	\$ 550.22
Andover city	\$ 16,327.55
Angora township	\$ 462.98
Ann Lake township	\$ 494.00
Ann township	\$ 433.28
Annandale city	\$ 1,237.07
Anoka city	\$ 9,180.31
Apple Valley city	\$ 31,456.38
Appleton city	\$ 705.58
Arbo township	\$ 666.22
Arco city	\$ 406.21
Arden Hills city	\$ 5,624.79
Arendahl township	\$ 477.30
Arlington city	\$ 924.58

Arlone township	\$ 476.51
Arna township	\$ 410.77
Arrowhead township	\$ 437.85
Arthur township	\$ 882.66
Ash Lake township	\$ 434.74
Ashland township	\$ 478.55
Ashley township	\$ 444.23
Athens township	\$ 951.73
Atkinson township	\$ 510.39
Atwater city	\$ 656.13
Audubon city	\$ 498.95
Audubon township	\$ 556.44
Ault township	\$ 422.61
Aurdal township	\$ 865.10
Aurora city	\$ 1,051.49
Aurora township	\$ 529.78
Austin city	\$ 7,777.36
Automba township	\$ 424.01
Avon city	\$ 923.49
Avon township	\$ 1,386.48
Babbitt city	\$ 1,002.89
Bagley city	\$ 646.80
Baldwin township	\$ 2,548.97
Balkan township	\$ 651.41
Balsam township	\$ 600.38
Bandon township	\$ 420.19
Barnesville city	\$ 1,795.18
Barnum township	\$ 742.42
Barry township	\$ 522.34
Bartlett township	\$ 483.90
Bassett township	\$ 397.01
Battle Lake city	\$ 645.04
Baudette city	\$ 676.15
Baxter city	\$ 4,073.40
Bayport city	\$ 1,143.57
Baytown township	\$ 1,095.04
Bear Creek township	\$ 421.52
Beatty township	\$ 559.67
Beaver Bay city	\$ 420.50
Beaver Bay township	\$ 912.36
Beaver Falls township	\$ 429.75
Beaver township	\$ 454.99
Becker city	\$ 1,495.11
Becker township	\$ 1,785.36
Bejou city	\$ 406.12
Belfast township	\$ 442.97
Belle Creek township	\$ 541.86
Belle Plaine city	\$ 2,155.32

Belle Plaine township	\$ 666.55
Belle Prairie township	\$ 568.42
Bellevue township	\$ 715.27
Beltrami Co. Unorganized	\$ 1,417.55
Belvidere township	\$ 522.57
Belview city	\$ 460.56
Bemidji city	\$ 5,437.90
Bemidji township	\$ 1,161.96
Bennington township	\$ 424.03
Benson city	\$ 1,694.43
Benton township	\$ 614.87
Benville township	\$ 404.78
Bertha city	\$ 492.35
Bertha township	\$ 460.69
Bethel city	\$ 512.27
Big Lake city	\$ 3,647.75
Big Lake township	\$ 3,663.34
Bingham Lake city	\$ 421.22
Birch Cooley township	\$ 442.94
Birchdale township	\$ 627.76
Birchwood Village city	\$ 726.82
Bird Island city	\$ 648.65
Bird Island township	\$ 438.83
Biwabik city	\$ 762.54
Biwabik township	\$ 692.37
Black Hammer township	\$ 463.65
Blackberry township	\$ 652.30
Blackduck city	\$ 530.27
Blackhoof township	\$ 696.05
Blaine city	\$ 35,022.48
Blakeley township	\$ 525.74
Blomkest city	\$ 436.47
Blooming Grove township	\$ 566.02
Blooming Prairie city	\$ 892.94
Blooming Prairie township	\$ 504.81
Bloomington city	\$ 41,902.17
Blowers township	\$ 447.49
Blue Earth city	\$ 1,915.80
Blue Earth City township	\$ 505.37
Blue Hill township	\$ 972.36
Blue Mounds township	\$ 438.97
Blueberry township	\$ 611.38
Bluffton city	\$ 435.34
Bluffton township	\$ 497.70
Bogus Brook township	\$ 765.09
Bondin township	\$ 472.49
Boon Lake township	\$ 479.09
Borgholm township	\$ 835.58
Bovey city	\$ 595.05
Bradford township	\$ 1,349.17
Braham city	\$ 1,131.31
Brainerd city	\$ 6,339.08
Brandon city	\$ 521.77
Breckenridge city	\$ 1,791.83
Breezy Point city	\$ 1,223.64

Breitung township	\$ 599.77
Bremen township	\$ 452.24
Brevator township	\$ 708.55
Bricelyn city	\$ 473.92
Bridgewater township	\$ 1,029.28
Bristol township	\$ 455.33
Brockway township	\$ 1,228.08
Brook Park township	\$ 486.20
Brookfield township	\$ 423.96
Brooklyn Center city	\$ 19,827.07
Brooklyn Park city	\$ 32,545.26
Brooks city	\$ 412.21
Brookston city	\$ 400.82
Brookville township	\$ 433.39
Brooten city	\$ 278.61
Browerville city	\$ 539.36
Brownsdale city	\$ 563.63
Brownston city	\$ 551.32
Bruce township	\$ 523.54
Brunswick township	\$ 738.78
Brush Creek township	\$ 439.90
Buffalo city	\$ 6,753.26
Buffalo Lake city	\$ 507.91
Buffalo township	\$ 977.32
Buhl city	\$ 703.49
Bullard township	\$ 437.57
Burbank township	\$ 524.77
Burleene township	\$ 468.56
Burlington township	\$ 805.31
Burnhamville township	\$ 588.48
Burnsville city	\$ 23,006.37
Burton township	\$ 424.94
Burtrum city	\$ 405.61
Buse township	\$ 523.69
Butler township	\$ 460.89
Byron city	\$ 960.30
Byron township	\$ 447.05
Cairo township	\$ 438.54
Caledonia city	\$ 1,411.20
Cambridge city	\$ 3,047.06
Cambridge township	\$ 1,106.38
Camden township	\$ 651.08
Cameron township	\$ 413.31
Camp 5 township	\$ 393.32
Camp Release township	\$ 461.17
Camp township	\$ 436.84
Canby city	\$ 775.48
Candor township	\$ 572.31
Canisteo township	\$ 578.24
Cannon City township	\$ 732.78
Cannon Falls city	\$ 1,964.17
Cannon Falls township	\$ 729.59
Canosia township	\$ 1,089.23
Carimona township	\$ 479.17
Carlisle township	\$ 430.81

Carlos city	\$ 513.71
Carlos township	\$ 1,101.10
Carlton city	\$ 660.84
Carrolton township	\$ 496.66
Carson township	\$ 467.60
Carsonville township	\$ 445.71
Carver city	\$ 1,687.62
Cascade township	\$ 2,349.16
Cass Lake city	\$ 556.12
Castle Rock township	\$ 794.72
Cedar Lake township	\$ 1,321.36
Cedar Valley township	\$ 447.52
Center City city	\$ 603.14
Center Creek township	\$ 438.28
Centerville city	\$ 2,036.85
Ceylon city	\$ 471.61
Champlin city	\$ 9,186.03
Chandler city	\$ 447.36
Chanhassen city	\$ 11,220.45
Charlestown township	\$ 431.58
Chaska city	\$ 8,621.84
Chatfield city	\$ 1,455.41
Chatfield township	\$ 539.13
Chatham township	\$ 822.68
Chengwatana township	\$ 633.90
Cherry Grove township	\$ 486.47
Cherry township	\$ 646.77
Chester township	\$ 489.91
Chisago City city	\$ 2,017.63
Chisago Lake township	\$ 2,285.79
Chisholm city	\$ 2,118.13
Circle Pines city	\$ 2,990.83
Clara City city	\$ 759.41
Claremont city	\$ 478.68
Claremont township	\$ 504.50
Clarissa city	\$ 534.99
Clark township	\$ 423.03
Clarkfield city	\$ 572.36
Clear Lake city	\$ 518.00
Clear Lake township	\$ 918.14
Clearbrook city	\$ 505.31
Clearwater city	\$ 1,178.13
Clearwater township	\$ 811.12
Clements city	\$ 416.50
Cleveland city	\$ 639.11
Cleveland township	\$ 676.01
Clinton Falls township	\$ 508.62
Clinton township	\$ 661.21
Clitherall city	\$ 399.90
Clitherall township	\$ 562.39
Cloquet city	\$ 5,497.64
Clover township	\$ 1,348.83
Cohasset city	\$ 1,321.83
Cokato city	\$ 1,084.16
Cokato township	\$ 772.70

Cold Spring city	\$ 1,719.74
Coleraine city	\$ 953.85
Colfax township	\$ 561.12
Collegeville township	\$ 662.02
Collinwood township	\$ 729.41
Cologne city	\$ 892.42
Columbia Heights city	\$ 10,783.90
Columbia township	\$ 503.97
Columbus city	\$ 2,400.40
Colvin township	\$ 494.89
Comfort township	\$ 681.57
Comfrey city	\$ 844.39
Compton township	\$ 555.43
Concord township	\$ 549.50
Cook city	\$ 601.97
Coon Rapids city	\$ 31,526.82
Copley township	\$ 600.11
Corcoran city	\$ 6,118.87
Corinna township	\$ 1,214.60
Corliss township	\$ 542.61
Cormorant township	\$ 725.53
Cottage Grove city	\$ 12,788.41
Cotton township	\$ 552.31
Cottonwood city	\$ 689.60
Courtland city	\$ 585.53
Crane Lake township	\$ 425.42
Credit River township	\$ 2,069.10
Crooked Creek township	\$ 451.93
Crooks township	\$ 436.60
Crookston city	\$ 3,660.33
Crosby city	\$ 1,002.43
Crosby township	\$ 409.69
Crosslake city	\$ 1,238.56
Crow Wing township	\$ 1,306.07
Crystal city	\$ 11,093.33
Culver township	\$ 452.53
Daggett Brook township	\$ 539.43
Dahlgren township	\$ 1,132.41
Dailey township	\$ 439.13
Dakota city	\$ 474.29
Dalbo township	\$ 589.89
Dale township	\$ 426.40
Dalton city	\$ 452.90
Dane Prairie township	\$ 685.97
Darwin city	\$ 471.08
Dassel city	\$ 768.75
Dassel township	\$ 854.46
Dawson city	\$ 827.94
Dayton city	\$ 3,538.11
Dead Lake township	\$ 537.58
Decoria township	\$ 715.73
Deephaven city	\$ 14,823.03
Deer Creek city	\$ 452.87
Deer Creek township	\$ 473.81
Deer River city	\$ 951.56

Deer River township	\$ 943.75
Deerfield township	\$ 540.72
Deerwood township	\$ 862.41
Delafield township	\$ 457.07
Delano city	\$ 3,031.21
Delavan city	\$ 428.04
Delavan township	\$ 474.35
Delhi city	\$ 396.41
Delhi township	\$ 461.92
Dell Grove township	\$ 586.41
Dellwood city	\$ 792.88
Denmark township	\$ 976.14
Dennison city	\$ 227.62
Dent city	\$ 425.70
Des Moines River township	\$ 423.80
Des Moines township	\$ 458.72
Detroit Lakes city	\$ 3,471.12
Detroit township	\$ 1,654.76
Dewald township	\$ 468.90
Dexter city	\$ 472.95
Dexter township	\$ 465.94
Diamond Lake township	\$ 426.55
Dilworth city	\$ 1,466.54
Dodge Center city	\$ 1,331.82
Dora township	\$ 621.13
Douglas township	\$ 603.70
Dover city	\$ 569.27
Dover township	\$ 491.05
Dovray township	\$ 430.41
Dovre township	\$ 1,105.05
Drammen township	\$ 408.58
Dresbach township	\$ 534.39
Dryden township	\$ 468.48
Duluth city	\$ 45,027.34
Duluth township	\$ 1,080.15
Dunbar township	\$ 448.97
Dundas city	\$ 837.87
Dunn township	\$ 671.46
Dunnell city	\$ 419.82
Eagan city	\$ 27,764.93
Eagle Bend city	\$ 500.28
Eagle Lake city	\$ 1,165.94
Eagle Lake township	\$ 518.37
Eagle Valley township	\$ 487.04
East Bethel city	\$ 5,128.27
East Grand Forks city	\$ 4,407.91
East Gull Lake city	\$ 977.57
East Lake Lillian township	\$ 429.63
East Side township	\$ 594.42
Eastern township	\$ 458.42
Echo city	\$ 441.77
Eckles township	\$ 767.23
Eddy township	\$ 468.48
Eden Lake township	\$ 825.61
Eden Prairie city	\$ 40,291.20

Eden Valley city	\$ 959.72
Edgerton city	\$ 712.64
Edina city	\$ 25,822.31
Edna township	\$ 668.79
Edwards township	\$ 458.97
Effington township	\$ 457.23
Eglon township	\$ 561.54
Eitzen city	\$ 455.37
Elba city	\$ 421.21
Elba township	\$ 477.95
Elbow Lake city	\$ 705.30
Elgin city	\$ 645.34
Elgin township	\$ 581.50
Elizabeth city	\$ 422.71
Elizabeth township	\$ 631.49
Elk River city	\$ 12,339.97
Elko New Market city	\$ 1,560.38
Elkton township	\$ 474.29
Ellington township	\$ 454.90
Ellsburg township	\$ 457.16
Elmdale township	\$ 649.26
Elmer township	\$ 420.66
Elmira township	\$ 492.46
Elmo township	\$ 459.54
Elmore township	\$ 433.38
Elmwood township	\$ 498.43
Ely city	\$ 1,907.59
Elysian city	\$ 310.88
Elysian township	\$ 743.82
Embarrass township	\$ 595.77
Emerald township	\$ 453.60
Emily city	\$ 683.55
Empire township	\$ 1,195.51
Erhard city	\$ 411.69
Erhards Grove township	\$ 509.15
Ericson township	\$ 441.44
Erie township	\$ 895.90
Erin township	\$ 645.69
Eureka township	\$ 841.31
Evansville city	\$ 543.75
Evansville township	\$ 453.63
Eveleth city	\$ 1,923.18
Everts township	\$ 668.84
Excelsior city	\$ 6,341.63
Eyota city	\$ 896.87
Eyota township	\$ 532.03
Fahlun township	\$ 493.57
Fair Haven township	\$ 830.33
Fairbanks township	\$ 413.55
Fairfax city	\$ 660.32
Fairmont city	\$ 5,262.33
Fairview township	\$ 670.73
Falcon Heights city	\$ 3,126.37
Falk township	\$ 434.22
Fall Lake township	\$ 646.40

Farden township	\$ 1,039.52
Faribault city	\$ 6,247.18
Farm Island township	\$ 768.50
Farmington city	\$ 7,828.00
Farmington township	\$ 505.94
Fawn Lake township	\$ 522.20
Fayal township	\$ 1,107.05
Featherstone township	\$ 641.82
Felton city	\$ 430.08
Fergus Falls city	\$ 6,805.14
Fergus Falls township	\$ 588.78
Fern township	\$ 463.92
Fertile city	\$ 582.46
Field township	\$ 501.78
Fifty Lakes city	\$ 567.98
Fillmore township	\$ 525.59
Fine Lakes township	\$ 424.56
Finlayson township	\$ 501.31
Fish Lake township	\$ 1,046.12
Fleming township	\$ 500.22
Flora township	\$ 438.59
Florence township	\$ 903.94
Florida township	\$ 413.53
Flowing township	\$ 408.01
Folden township	\$ 463.84
Foley city	\$ 940.44
Forada city	\$ 438.36
Ford township	\$ 441.07
Forest Lake city	\$ 7,478.80
Forest Prairie township	\$ 626.02
Forest township	\$ 797.92
Foreston city	\$ 499.67
Forestville township	\$ 492.22
Fort Ripley township	\$ 680.48
Fort Snelling Unorganized	\$ 449.85
Fortier township	\$ 404.23
Fosston city	\$ 719.09
Foster township	\$ 458.08
Franconia township	\$ 930.75
Franklin city	\$ 481.39
Franklin township	\$ 1,272.97
Frazee city	\$ 654.96
Fredenberg township	\$ 901.36
Freedom township	\$ 481.44
Freeman township	\$ 523.89
Freeport city	\$ 558.25
Fremont township	\$ 474.66
French Lake township	\$ 739.55
French township	\$ 604.83
Friberg township	\$ 620.54
Fridley city	\$ 14,192.74
Friendship township	\$ 446.61
Frohn township	\$ 839.90
Frost city	\$ 431.61
Fulda city	\$ 769.33

Gales township	\$ 418.07
Garfield city	\$ 457.80
Garrison township	\$ 665.77
Gaylord city	\$ 896.18
Gem Lake city	\$ 586.68
Genessee township	\$ 502.52
Georgetown township	\$ 416.75
Germania township	\$ 468.19
Germantown township	\$ 782.93
Gibbon city	\$ 570.71
Gilbert city	\$ 1,051.86
Gillford township	\$ 513.32
Gilmanton township	\$ 618.39
Girard township	\$ 653.59
Glasgow township	\$ 453.50
Glencoe city	\$ 2,742.34
Glendorado township	\$ 601.00
Glenwood city	\$ 1,422.22
Glenwood township	\$ 721.71
Glyndon city	\$ 679.40
Glyndon township	\$ 476.44
Gnesen township	\$ 980.58
Golden Valley city	\$ 11,544.26
Gonvick city	\$ 453.33
Goodhue city	\$ 668.49
Goodhue township	\$ 543.28
Goodland township	\$ 537.28
Goodview city	\$ 2,111.43
Gordon township	\$ 577.63
Gorman township	\$ 517.98
Graceville city	\$ 556.28
Graham township	\$ 542.54
Granada city	\$ 453.74
Grand Lake township	\$ 1,246.11
Grand Marais city	\$ 1,199.37
Grand Meadow city	\$ 655.85
Grand Rapids city	\$ 4,431.35
Granite Falls city	\$ 1,449.55
Granite Falls township	\$ 802.07
Granite Ledge township	\$ 588.37
Granite Rock township	\$ 435.44
Granite township	\$ 511.25
Grant city	\$ 1,842.45
Grant Valley township	\$ 934.24
Grass Lake township	\$ 637.56
Grasston city	\$ 414.33
Great Bend township	\$ 479.09
Great Scott township	\$ 518.11
Green Lake township	\$ 914.49
Green Valley township	\$ 481.51
Greenbush city	\$ 598.10
Greenbush township	\$ 713.18
Greenfield city	\$ 1,435.91
Greenfield township	\$ 803.94
Greenleaf township	\$ 595.80



Greenvale township	\$ 647.19
Greenwood city	\$ 671.15
Greenwood township	\$ 1,164.86
Grey Cloud Island township	\$ 481.71
Grey Eagle city	\$ 463.41
Grey Eagle township	\$ 569.46
Grove City city	\$ 512.79
Grove Lake township	\$ 461.47
Guthrie township	\$ 539.59
Hagali township	\$ 480.10
Halden township	\$ 422.99
Hallock city	\$ 659.29
Ham Lake city	\$ 8,754.94
Hamburg city	\$ 526.70
Hammer township	\$ 433.57
Hampton city	\$ 540.96
Hampton township	\$ 651.04
Hancock township	\$ 480.53
Hanover city	\$ 1,896.25
Hansonville township	\$ 406.69
Harmony city	\$ 678.36
Harmony township	\$ 468.13
Harris city	\$ 700.42
Harris township	\$ 1,492.33
Harrison township	\$ 562.15
Hart Lake township	\$ 878.03
Hart township	\$ 463.69
Hartford township	\$ 534.43
Hastings city	\$ 14,337.21
Havana township	\$ 553.65
Haven township	\$ 1,002.83
Haverhill township	\$ 881.16
Hawk Creek township	\$ 444.92
Hawley city	\$ 904.52
Hay Brook township	\$ 449.68
Hay Creek township	\$ 688.76
Hayfield city	\$ 700.13
Hayfield township	\$ 520.21
Hayward township	\$ 495.36
Hector city	\$ 621.08
Height of Land township	\$ 572.62
Helena township	\$ 940.96
Henderson city	\$ 646.28
Hendricks city	\$ 538.14
Hendricks township	\$ 441.98
Henning city	\$ 595.09
Henning township	\$ 490.29
Henrietta township	\$ 853.27
Henryville township	\$ 429.37
Hermantown city	\$ 5,144.23
Heron Lake city	\$ 525.79
Hewitt city	\$ 440.10
Hibbing city	\$ 8,247.89
Hickory township	\$ 404.93
High Forest township	\$ 688.06

Highland township	\$ 508.17
Highland township	\$ 428.58
Highwater township	\$ 429.53
Hillman township	\$ 505.51
Hills city	\$ 522.96
Hillsdale township	\$ 528.86
Hilltop city	\$ 511.49
Hinckley city	\$ 727.43
Hinckley township	\$ 584.36
Hines township	\$ 567.37
Hobart township	\$ 646.66
Hokah city	\$ 537.70
Hokah township	\$ 535.38
Holden township	\$ 521.60
Holding township	\$ 723.59
Holdingford city	\$ 577.39
Holland township	\$ 490.42
Hollywood township	\$ 695.10
Holmes City township	\$ 654.89
Holmesville township	\$ 544.37
Holst township	\$ 478.78
Holt township	\$ 467.92
Homer township	\$ 804.07
Homestead township	\$ 474.88
Honner township	\$ 396.90
Hope township	\$ 453.50
Hopkins city	\$ 10,081.79
Hornet township	\$ 433.54
Houston city	\$ 628.71
Houston township	\$ 508.66
Howard Lake city	\$ 866.88
Hoyt Lakes city	\$ 1,172.98
Hubbard township	\$ 616.42
Hugo city	\$ 6,129.66
Huntersville township	\$ 413.66
Hutchinson city	\$ 5,753.69
Ideal township	\$ 817.79
Independence city	\$ 2,229.54
Industrial township	\$ 594.59
Inman township	\$ 449.87
International Falls city	\$ 2,487.72
Inver Grove Heights city	\$ 22,295.64
Iona city	\$ 428.87
Iona township	\$ 459.97
Iosco township	\$ 568.06
Ironton city	\$ 529.05
Irving township	\$ 712.20
Isanti city	\$ 2,243.34
Isanti township	\$ 1,051.99
Isle city	\$ 611.11
Isle Harbor township	\$ 539.86
Itasca township	\$ 425.67
Ivanhoe city	\$ 549.76
Jackson city	\$ 1,641.29
Jackson township	\$ 703.88

Janesville city	\$ 1,003.53
Janesville township	\$ 547.73
Jeffers city	\$ 452.68
Jefferson township	\$ 412.24
Jevne township	\$ 472.18
Johnsonville township	\$ 408.12
Jordan city	\$ 2,616.88
Jordan township	\$ 481.74
Kabetogama township	\$ 433.90
Kalmar township	\$ 728.77
Kanabec township	\$ 596.25
Kandiyohi city	\$ 528.47
Kandiyohi township	\$ 570.46
Kandota township	\$ 604.04
Karlstad city	\$ 581.01
Kasota city	\$ 544.13
Kasson city	\$ 2,694.65
Kathio township	\$ 720.52
Keewatin city	\$ 679.24
Kellogg city	\$ 522.08
Kelsey township	\$ 424.05
Kensington city	\$ 455.49
Kenyon city	\$ 891.19
Kenyon township	\$ 491.62
Kerkhoven city	\$ 564.90
Kiester city	\$ 523.95
Kiester township	\$ 448.56
Kilkenny township	\$ 502.56
Kimball city	\$ 566.43
Kingman township	\$ 432.91
Kingston township	\$ 735.40
Kinney city	\$ 416.23
Kintire township	\$ 431.20
Knife Lake township	\$ 729.53
Koochiching Co. Unorganized	\$ 929.00
Kragnes township	\$ 464.00
Krain township	\$ 626.22
Kroschel township	\$ 443.92
Kugler township	\$ 440.94
La Crescent city	\$ 1,959.23
La Crescent township	\$ 782.86
La Garde township	\$ 426.48
La Prairie city	\$ 578.18
La Prairie township	\$ 445.66
Lake Andrew township	\$ 766.89
Lake Benton city	\$ 549.86
Lake Benton township	\$ 436.95
Lake City city	\$ 3,021.51
Lake Co. Unorganized	\$ 2,188.92
Lake Crystal city	\$ 1,039.52
Lake Elizabeth township	\$ 437.19
Lake Elmo city	\$ 4,014.39
Lake Eunice township	\$ 842.37
Lake Fremont township	\$ 433.03
Lake George township	\$ 507.71

Lake Hattie township	\$ 436.08
Lake Lillian township	\$ 435.67
Lake Mary township	\$ 767.49
Lake Park city	\$ 543.11
Lake Park township	\$ 518.08
Lake Sarah township	\$ 513.05
Lake Shore city	\$ 1,017.23
Lake St. Croix Beach city	\$ 749.89
Lake Stay township	\$ 423.99
Lake township	\$ 516.35
Lake View township	\$ 899.53
Lake Wilson city	\$ 466.01
Lakefield city	\$ 1,146.99
Lakeland city	\$ 976.91
Lakeland Shores city	\$ 495.88
Lakeport township	\$ 1,001.29
Lakeside township	\$ 1,007.18
Laketown township	\$ 945.72
Lakeville city	\$ 24,826.21
Lakewood township	\$ 1,130.29
Lakin township	\$ 494.20
Lamberton city	\$ 586.83
Lamberton township	\$ 437.63
Landfall city	\$ 502.07
Lanesboro city	\$ 658.63
Lauderdale city	\$ 1,389.48
Lavell township	\$ 470.49
Le Center city	\$ 921.27
Le Ray township	\$ 598.36
Le Roy city	\$ 629.87
Le Roy township	\$ 478.37
Le Sauk township	\$ 863.29
Le Sueur city	\$ 1,699.06
Leaf Lake township	\$ 559.36
Leaf Mountain township	\$ 471.43
Leaf River township	\$ 851.82
Leaf Valley township	\$ 540.13
Lee township	\$ 397.99
Leiding township	\$ 504.94
Lemond township	\$ 529.42
Lengby city	\$ 406.52
Lent township	\$ 1,319.34
Leon township	\$ 1,155.71
Leslie township	\$ 563.19
Lester Prairie city	\$ 812.20
Leven township	\$ 556.34
Lewiston city	\$ 749.85
Lexington city	\$ 980.55
Lexington township	\$ 623.79
Liberty township	\$ 582.82
Lida township	\$ 645.74
Lilydale city	\$ 814.51
Limestone township	\$ 427.36
Linden Grove township	\$ 419.15
Lindstrom city	\$ 1,828.54

Lino Lakes city	\$ 11,220.30
Linwood township	\$ 3,056.24
Lismore city	\$ 433.91
Lismore township	\$ 416.16
Litchfield city	\$ 3,344.30
Litchfield township	\$ 637.83
Little Canada city	\$ 5,685.42
Little Elk township	\$ 457.26
Little Falls city	\$ 3,297.38
Little Falls township	\$ 873.34
Little Sauk township	\$ 590.82
Livonia township	\$ 2,739.16
Lodi township	\$ 451.88
Lone Pine township	\$ 552.11
Long Beach city	\$ 510.62
Long Lake city	\$ 1,168.46
Long Prairie city	\$ 969.29
Long Prairie township	\$ 618.36
Lonsdale city	\$ 1,394.37
Loretto city	\$ 682.65
Louisville township	\$ 791.46
Lowry city	\$ 465.00
Lucan city	\$ 431.41
Luverne city	\$ 2,534.15
Lyle city	\$ 509.93
Lyle township	\$ 482.48
Lynden township	\$ 945.07
Lyons township	\$ 435.19
Mabel city	\$ 552.59
Macville township	\$ 430.32
Madelia city	\$ 848.99
Madison city	\$ 842.90
Madison Lake city	\$ 723.95
Mahnomen city	\$ 651.70
Mahtomedi city	\$ 3,436.59
Maine Prairie township	\$ 931.97
Maine township	\$ 613.17
Malmo township	\$ 494.96
Manannah township	\$ 520.06
Mankato city	\$ 16,172.46
Mantorville city	\$ 709.14
Mantorville township	\$ 940.10
Maple Grove city	\$ 40,466.78
Maple Grove township	\$ 1,090.94
Maple Lake city	\$ 954.21
Maple Lake township	\$ 1,417.25
Maple Plain city	\$ 1,151.61
Maple Ridge township	\$ 610.37
Maple township	\$ 488.10
Mapleton city	\$ 812.70
Maplewood city	\$ 20,552.90
Maplewood township	\$ 469.25
Marble township	\$ 423.25
Marcell township	\$ 536.54
Marine on St. Croix city	\$ 683.57

Marion township	\$ 1,929.61
Marsh Creek township	\$ 420.20
Marshall city	\$ 4,189.31
Marshan township	\$ 741.36
Marshfield township	\$ 440.72
Martin township	\$ 481.57
Martinsburg township	\$ 421.44
Marysville township	\$ 957.67
Maxwell township	\$ 431.29
May township	\$ 2,039.43
Mayer city	\$ 950.10
Mayhew Lake township	\$ 615.58
Maynard city	\$ 481.02
Mayville township	\$ 475.08
Maywood township	\$ 635.55
Mazeppa city	\$ 599.97
Mazeppa township	\$ 608.51
McDavitt township	\$ 532.22
McGregor township	\$ 409.95
Meadowlands city	\$ 406.76
Meadowlands township	\$ 480.41
Medford city	\$ 694.65
Medford township	\$ 531.69
Medicine Lake city	\$ 525.74
Medina city	\$ 4,062.54
Melrose city	\$ 1,387.22
Melville township	\$ 434.86
Menahga city	\$ 722.43
Mendota city	\$ 441.62
Mendota Heights city	\$ 6,281.41
Meriden township	\$ 559.76
Merton township	\$ 484.05
Middletown township	\$ 439.94
Middleville township	\$ 680.30
Midway township	\$ 1,316.06
Milaca city	\$ 1,131.65
Milaca township	\$ 820.51
Millerville township	\$ 491.21
Millwood township	\$ 673.57
Milo township	\$ 774.66
Milroy city	\$ 433.75
Milton township	\$ 600.05
Miltona city	\$ 488.50
Miltona township	\$ 676.37
Minden township	\$ 1,208.60
Minerva township	\$ 447.94
Minneapolis city	\$ 237,630.19
Minneola township	\$ 587.84
Minneota city	\$ 744.12
Minneota township	\$ 458.09
Minnesota Lake city	\$ 292.90
Minnesota Lake township	\$ 433.94
Minnetonka Beach city	\$ 778.28
Minnetonka city	\$ 40,203.27
Minnetrista city	\$ 5,357.81

Minnewaska township	\$	548.76
Mission Creek township	\$	519.08
Mission township	\$	679.16
Money Creek township	\$	557.23
Montevideo city	\$	2,072.07
Montgomery city	\$	1,159.24
Monticello city	\$	5,247.87
Monticello township	\$	1,313.69
Montrose city	\$	1,203.53
Moorhead city	\$	15,085.43
Moose Creek township	\$	456.97
Moose Lake city	\$	809.44
Moose Lake township	\$	677.24
Mora city	\$	1,218.25
Moran township	\$	534.87
Moranville township	\$	608.64
Morcom township	\$	407.83
Morgan city	\$	589.40
Morgan township	\$	444.41
Morken township	\$	439.97
Morrill township	\$	539.27
Morris city	\$	3,455.74
Morristown city	\$	631.87
Morristown township	\$	568.60
Morse township	\$	1,794.12
Morton city	\$	466.61
Motley city	\$	272.46
Mound city	\$	5,698.68
Mounds View city	\$	6,033.09
Mount Pleasant township	\$	501.02
Mountain Iron city	\$	1,912.65
Mountain Lake city	\$	916.43
Mountain Lake township	\$	458.92
Mud Lake Unorganized	\$	380.75
Munch township	\$	457.51
Nashwauk city	\$	657.80
Nashwauk township (balance)	\$	608.93
Nelson city	\$	424.08
Nerstrand city	\$	472.67
Nessel township	\$	1,003.44
New Avon township	\$	433.99
New Brighton city	\$	14,095.19
New Germany city	\$	488.47
New Hartford township	\$	631.32
New Haven township	\$	783.66
New Hope city	\$	11,728.74
New Independence township	\$	478.67
New London city	\$	753.56
New London township	\$	1,365.40
New Market township	\$	1,531.49
New Prague city	\$	2,792.44
New Richland city	\$	678.81
New Ulm city	\$	6,909.94
New York Mills city	\$	636.55
Newport city	\$	1,313.75

Newry township	\$	488.78
Newton township	\$	600.84
Nicollet city	\$	681.22
Nidaros township	\$	506.70
Nininger township	\$	665.96
Nisswa city	\$	1,115.27
Nokay Lake township	\$	644.12
Nora township	\$	940.61
Norden township	\$	481.48
Nordland township	\$	746.45
Norman township	\$	451.48
Normanna township	\$	633.45
North Branch city	\$	3,752.56
North Branch township	\$	916.61
North Germany township	\$	458.07
North Hero township	\$	422.42
North Mankato city	\$	5,781.55
North Oaks city	\$	3,931.48
North St. Paul city	\$	5,682.47
North Star township	\$	466.89
North township	\$	552.82
Northern township	\$	1,824.61
Northfield city	\$	12,415.20
Northfield township	\$	656.40
Northland township	\$	436.80
Northrop city	\$	436.56
Norton township	\$	519.60
Norway Lake township	\$	481.22
Norway township	\$	480.48
Norwegian Grove township	\$	473.95
Norwood Young America city	\$	1,340.41
Nowthen city	\$	2,547.89
Oak Grove city	\$	5,072.59
Oak Park Heights city	\$	10,300.67
Oak Valley township	\$	462.55
Oakdale city	\$	2,148.09
Ogema township	\$	459.26
Ogilvie city	\$	467.20
Olivia city	\$	986.44
Omro township	\$	413.54
Onamia city	\$	551.31
Onamia township	\$	518.31
Orange township	\$	476.39
Orion township	\$	541.83
Orono city	\$	6,259.91
Oronoco city	\$	841.03
Oronoco township	\$	1,086.46
Orr city	\$	459.00
Orrook township	\$	1,359.12
Orton township	\$	433.79
Ortonville city	\$	480.27
Orwell township	\$	435.47
Osage township	\$	597.04
Osakis city	\$	1,162.42
Osakis township	\$	568.29

Osceola township	\$ 419.83
Oshkosh township	\$ 442.28
Osseo city	\$ 1,518.25
Otsego city	\$ 6,719.94
Otter Tail township	\$ 582.61
Ottertail city	\$ 575.11
Otto township	\$ 549.08
Owatonna city	\$ 10,290.18
Owatonna township	\$ 582.08
Oxford township	\$ 672.85
Paddock township	\$ 466.92
Page township	\$ 581.82
Palmer township	\$ 1,124.08
Palmyra township	\$ 441.69
Park Rapids city	\$ 1,690.92
Parke township	\$ 545.79
Parkers Prairie city	\$ 631.72
Parkers Prairie township	\$ 494.68
Partridge township	\$ 565.02
Paxton township	\$ 532.19
Paynesville city	\$ 1,143.43
Paynesville township	\$ 823.47
Peace township	\$ 658.15
Pease city	\$ 437.26
Pelican Rapids city	\$ 826.89
Pelican township	\$ 571.05
Pembina township	\$ 518.10
Penn township	\$ 468.89
Pennock city	\$ 491.64
Pepin township	\$ 505.33
Pequawaywan township	\$ 449.21
Pequot Lakes city	\$ 1,060.85
Perch Lake township	\$ 670.37
Perham city	\$ 1,127.31
Perham township	\$ 651.31
Petersburg township	\$ 450.15
Pierz city	\$ 723.71
Pike Bay township	\$ 738.09
Pike Creek township	\$ 672.59
Pike township	\$ 527.23
Pillager city	\$ 30.82
Pilot Mound township	\$ 486.08
Pine City city	\$ 1,088.69
Pine City township	\$ 762.87
Pine Island city	\$ 1,651.65
Pine Island township	\$ 559.13
Pine Lake township	\$ 1,628.21
Pine Point township	\$ 427.13
Pine River city	\$ 639.83
Pine River township	\$ 657.62
Pine Springs city	\$ 1,722.70
Pipestone city	\$ 1,633.94
Plainview city	\$ 1,557.38
Plainview township	\$ 509.97
Pleasant Grove township	\$ 615.58

Pleasant Hill township	\$ 527.45
Pleasant Prairie township	\$ 445.08
Plymouth city	\$ 51,398.10
Pokegama township	\$ 1,152.06
Polk Centre township	\$ 397.64
Pomroy township	\$ 491.74
Poplar River township	\$ 408.86
Popple township	\$ 519.48
Port Hope township	\$ 606.39
Portage township	\$ 439.09
Prairie View township	\$ 440.80
Preston city	\$ 742.98
Preston Lake township	\$ 448.16
Princeton city	\$ 763.35
Princeton township	\$ 977.70
Prinsburg city	\$ 557.84
Prior Lake city	\$ 13,304.06
Proctor city	\$ 1,297.62
Quamba city	\$ 409.01
Queen township	\$ 448.20
Quincy township	\$ 469.09
Racine city	\$ 488.77
Racine township	\$ 512.04
Ramsey city	\$ 12,834.20
Randall city	\$ 532.21
Randolph city	\$ 511.32
Randolph township	\$ 614.43
Ranier city	\$ 896.03
Rapidan township	\$ 735.01
Ravenna township	\$ 1,108.66
Raymond city	\$ 592.38
Red Eye township	\$ 517.45
Red Lake Falls city	\$ 1,398.51
Red Rock township	\$ 604.33
Red Wing city	\$ 7,715.28
Redwood Falls city	\$ 2,615.76
Redwood Falls township	\$ 436.27
Regal city	\$ 393.04
Reno township	\$ 515.63
Renville city	\$ 648.48
Revere city	\$ 396.58
Reynolds township	\$ 526.77
Rice city	\$ 804.02
Rice Lake city	\$ 2,045.89
Riceland township	\$ 510.49
Richfield city	\$ 18,919.98
Richmond city	\$ 766.63
Richmond township	\$ 586.51
Richville city	\$ 397.99
Richwood township	\$ 563.37
Ripley township	\$ 429.06
Riverside township	\$ 483.05
Riverton township	\$ 511.53
Robbinsdale city	\$ 8,080.67
Rochester city	\$ 50,068.08

Rochester township	\$ 2,094.65
Rock Creek city	\$ 800.07
Rock Dell township	\$ 590.72
Rockford city	\$ 1,860.36
Rockford township	\$ 1,423.78
Rocksbury township	\$ 1,023.44
Rockville city	\$ 1,105.82
Rockwood township	\$ 1,007.25
Rogers city	\$ 6,711.76
Rolling Forks township	\$ 421.48
Rolling Green township	\$ 457.29
Rollingstone city	\$ 592.86
Rollingstone township	\$ 582.89
Roosevelt township	\$ 1,004.61
Roscoe township	\$ 615.27
Rose Hill township	\$ 422.58
Roseau city	\$ 1,021.10
Rosemount city	\$ 9,592.83
Roseville city	\$ 22,123.80
Roseville township	\$ 538.36
Rosewood township	\$ 492.28
Round Lake city	\$ 460.95
Round Prairie township	\$ 541.62
Royal township	\$ 424.26
Royalton city	\$ 335.35
Royalton township	\$ 692.70
Runeberg township	\$ 498.67
Rush City city	\$ 915.40
Rush Lake township	\$ 700.72
Rushford city	\$ 857.28
Rushford Village city	\$ 634.89
Rushmore city	\$ 484.82
Rushseba township	\$ 624.31
Russell city	\$ 473.36
Rutledge city	\$ 425.92
Sabin city	\$ 517.93
Sacred Heart city	\$ 496.30
Sacred Heart township	\$ 459.51
Salem township	\$ 725.23
San Francisco township	\$ 669.13
Sanborn city	\$ 465.06
Sand Creek township	\$ 855.73
Sanders township	\$ 461.62
Sandstone city	\$ 697.82
Sandstone township	\$ 584.11
Sandy township	\$ 502.31
Santiago township	\$ 850.11
Sartell city	\$ 8,948.73
Sauk Centre city	\$ 1,650.65
Sauk Rapids city	\$ 4,322.29
Sauk Rapids township	\$ 556.20
Savage city	\$ 15,377.48
Scambler township	\$ 542.97
Scandia city	\$ 2,822.36
Scandia Valley township	\$ 840.78

Scanlon city	\$ 668.21
Sciota township	\$ 523.99
Seaforth city	\$ 396.18
Sebeka city	\$ 548.24
Seely township	\$ 434.93
Selma township	\$ 433.42
Severance township	\$ 448.81
Shafer city	\$ 640.38
Shafer township	\$ 1,085.11
Shakopee city	\$ 19,288.61
Shamrock township	\$ 768.67
Shaokatan township	\$ 441.75
Sharon township	\$ 587.84
Sheldon township	\$ 464.05
Shell Lake township	\$ 472.39
Sherburn city	\$ 661.16
Sheridan township	\$ 429.83
Sherman township	\$ 459.99
Shetek township	\$ 485.54
Shevlin city	\$ 415.79
Shevlin township	\$ 497.42
Shieldsville township	\$ 717.17
Shingobee township	\$ 1,240.81
Shoreview city	\$ 17,102.51
Shorewood city	\$ 5,966.52
Silver Bay city	\$ 1,313.17
Silver Creek township	\$ 1,972.91
Silver Lake city	\$ 581.63
Silver Lake township	\$ 540.07
Silver Leaf township	\$ 500.69
Silver township	\$ 512.14
Silverton township	\$ 428.24
Sinclair township	\$ 429.46
Sioux Agency township	\$ 446.50
Skelton township	\$ 503.14
Skree township	\$ 441.60
Slayton city	\$ 1,021.45
Slayton township	\$ 498.01
Sleepy Eye city	\$ 1,612.15
Sletten township	\$ 421.40
Smiley township	\$ 528.67
Solem township	\$ 453.86
Solway township	\$ 1,005.68
Somerset township	\$ 603.31
South Bend township	\$ 768.75
South Branch township	\$ 457.37
South Fork township	\$ 592.71
South Harbor township	\$ 611.63
South St. Paul city	\$ 7,356.35
Southbrook township	\$ 404.96
Southside township	\$ 843.81
Sparta township	\$ 634.65
Spencer Brook township	\$ 877.75
Spicer city	\$ 730.19
Spring Grove city	\$ 696.05

Spring Lake Park city	\$ 4,002.18
Spring Lake township	\$ 1,514.17
Spring Park city	\$ 1,445.21
Spring Prairie township	\$ 450.69
Spring Valley city	\$ 1,030.34
Spring Valley township	\$ 541.19
Springdale township	\$ 430.92
Springfield city	\$ 1,280.67
Springfield township	\$ 419.00
Springvale township	\$ 837.21
Spruce Grove township	\$ 473.31
St. Anthony city	\$ 6,065.75
St. Augusta city	\$ 1,649.09
St. Bonifacius city	\$ 1,363.55
St. Charles city	\$ 1,361.21
St. Charles township	\$ 527.16
St. Clair city	\$ 599.35
St. Cloud city	\$ 31,627.65
St. Francis city	\$ 2,983.83
St. George township	\$ 716.52
St. James city	\$ 1,629.01
St. Johns township	\$ 496.95
St. Joseph city	\$ 2,948.41
St. Joseph township	\$ 732.89
St. Lawrence township	\$ 552.63
St. Leo city	\$ 405.64
St. Louis Co. Unorganized	\$ 1,309.17
St. Louis Park city	\$ 31,357.81
St. Marys Point city	\$ 524.04
St. Mathias township	\$ 565.81
St. Michael city	\$ 8,161.31
St. Olaf township	\$ 496.43
St. Paul city	\$ 147,379.70
St. Paul Park city	\$ 598.54
St. Peter city	\$ 4,396.37
St. Stephen city	\$ 631.13
St. Wendel township	\$ 1,080.02
Stacy city	\$ 763.60
Stanchfield township	\$ 717.15
Stanford township	\$ 1,058.49
Stanton township	\$ 739.24
Staples city	\$ 1,373.41
Staples township	\$ 538.67
Star Lake township	\$ 523.20
Star township	\$ 410.21
Starbuck city	\$ 712.38
Stewart city	\$ 494.38
Stewartville city	\$ 1,988.00
Stillwater city	\$ 8,777.88
Stillwater township	\$ 1,119.80
Stockholm township	\$ 651.59
Stockton city	\$ 577.05
Stoney Brook township	\$ 460.67
Stony River township	\$ 445.84
Storden city	\$ 451.97

Storden township	\$ 437.80
Stowe Prairie township	\$ 504.13
Straight River township	\$ 593.42
Sturgeon township	\$ 431.28
Sugar Bush township	\$ 524.12
Sullivan township	\$ 420.69
Summit Lake township	\$ 498.18
Summit township	\$ 958.95
Sunburg city	\$ 415.56
Sundown township	\$ 427.34
Sunfish Lake city	\$ 584.48
Sunrise township	\$ 987.69
Sverdrup township	\$ 604.77
Swan River township	\$ 591.66
Swanville township	\$ 521.61
Swede Grove township	\$ 472.64
Swedes Forest township	\$ 417.81
Sylvan township	\$ 311.72
Taconite city	\$ 931.59
Taylor's Falls city	\$ 696.87
Ten Lake township	\$ 635.22
Thief River Falls city	\$ 4,304.54
Thomastown township	\$ 626.81
Thomson township	\$ 1,956.90
Three Lakes township	\$ 424.79
Tintah city	\$ 397.37
Tintah township	\$ 391.42
Todd township	\$ 1,127.84
Toivola township	\$ 441.63
Tonka Bay city	\$ 1,305.70
Tordenskjold township	\$ 547.97
Torning township	\$ 514.70
Tower city	\$ 918.02
Tracy city	\$ 860.53
Transit township	\$ 454.83
Trelipe township	\$ 442.79
Trimont city	\$ 578.05
Trondhjem township	\$ 435.43
Trosky city	\$ 406.57
Trout Lake township	\$ 752.90
Troy township	\$ 457.92
Truman city	\$ 662.64
Tumuli township	\$ 523.86
Turtle Creek township	\$ 465.28
Turtle Lake township	\$ 804.21
Twin Lakes township	\$ 1,066.20
Two Harbors city	\$ 2,484.86
Two Inlets township	\$ 463.14
Two Rivers township	\$ 603.24
Tyler city	\$ 680.69
Ulen city	\$ 496.17
Ulen township	\$ 420.68
Underwood city	\$ 490.44
Underwood township	\$ 435.23
Union Grove township	\$ 565.10

Urness township	\$ 466.41
Utica city	\$ 448.84
Utica township	\$ 532.20
Vadnais Heights city	\$ 7,329.79
Vail township	\$ 443.68
Vasa township	\$ 671.89
Verdi township	\$ 411.85
Vergas city	\$ 479.98
Vermillion Lake township	\$ 498.76
Vermillion city	\$ 514.74
Vermillion township	\$ 738.13
Verndale city	\$ 512.25
Vernon township	\$ 577.09
Vesta city	\$ 442.50
Vesta township	\$ 432.00
Victor township	\$ 711.18
Victoria city	\$ 4,121.96
Villard city	\$ 446.73
Villard township	\$ 555.00
Vining city	\$ 402.28
Viola township	\$ 556.62
Virginia city	\$ 4,678.88
Waasa township	\$ 467.14
Wabana township	\$ 575.43
Wabasha city	\$ 1,834.72
Wabasso city	\$ 554.10
Waconia city	\$ 6,429.73
Waconia township	\$ 778.69
Wacouta township	\$ 542.36
Wadena city	\$ 2,369.24
Wadena township	\$ 637.88
Wagner township	\$ 475.27
Wahkon city	\$ 467.96
Waite Park city	\$ 3,831.00
Walcott township	\$ 674.14
Walden township	\$ 426.35
Waldorf city	\$ 436.61
Walker city	\$ 670.18
Walnut Grove city	\$ 528.66
Walters city	\$ 398.41
Waltham city	\$ 423.19
Wanamingo city	\$ 668.83
Wanamingo township	\$ 526.76
Wanda city	\$ 403.56
Wang township	\$ 460.63
Ward township	\$ 515.85
Warren city	\$ 770.07
Warren township	\$ 553.36
Warroad city	\$ 747.90
Warsaw township	\$ 1,366.52
Waseca city	\$ 4,211.51
Wasioja township	\$ 626.10
Watab township	\$ 1,310.75
Waterbury township	\$ 429.41
Waterford township	\$ 551.48

Watertown city	\$ 1,549.75
Watertown township	\$ 786.45
Waterville city	\$ 843.24
Waterville township	\$ 601.91
Watkins city	\$ 588.45
Watopa township	\$ 450.98
Waverly city	\$ 814.59
Waverly township	\$ 439.77
Wayzata city	\$ 3,515.09
Webster township	\$ 1,315.00
Welch township	\$ 621.56
Welcome city	\$ 573.44
Wellington township	\$ 434.90
Wells city	\$ 946.05
Wells township	\$ 847.15
West Albany township	\$ 488.96
West Concord city	\$ 571.24
West Lakeland township	\$ 1,745.68
West St. Paul city	\$ 8,047.10
West Union city	\$ 403.77
West Union township	\$ 458.08
Westbrook city	\$ 589.43
Westbrook township	\$ 454.19
Westfield township	\$ 502.16
Westline township	\$ 428.33
Westport township	\$ 445.76
Wheatland township	\$ 759.03
Wheaton city	\$ 1,099.70
Wheeling township	\$ 556.33
White Bear Lake city	\$ 13,708.05
White Bear Lake township	\$ 523.62
White Bear township	\$ 7,061.56
White Pine township	\$ 393.13
White township (balance)	\$ 1,318.86
Whited township	\$ 639.86
Whitefield township	\$ 531.99
Whitewater township	\$ 437.41
Wilder city	\$ 400.55
Wilkinson township	\$ 487.30
Willernie city	\$ 525.36
Williams township	\$ 420.26
Willmar city	\$ 8,196.10
Willmar township	\$ 522.17
Willow Lake township	\$ 436.28
Wilma township	\$ 406.03
Wilmington township	\$ 497.60
Wilson township	\$ 722.28
Wilton township	\$ 487.85
Windemere township	\$ 913.66
Windom city	\$ 2,501.62
Wing River township	\$ 502.91
Winnebago city	\$ 677.84
Winnebago City township	\$ 432.64
Winnebago township	\$ 444.70
Winona city	\$ 12,196.65



Winsor township	\$	408.16
Winsted city	\$	917.85
Winthrop city	\$	758.52
Winton city	\$	435.04
Wiscoy township	\$	497.80
Wolf Lake township	\$	454.47
Wood Lake city	\$	479.60
Woodbury city	\$	26,391.15
Woodland city	\$	655.43
Woodland township	\$	725.17
Woodside township	\$	984.44
Woodville township	\$	795.52
Worthington city	\$	6,022.16

Wuori township	\$	571.93
Wyanett township	\$	934.10
Wykeham township	\$	471.91
Wykoff city	\$	515.10
Wyoming city	\$	2,721.59
York township	\$	466.94
Young America township	\$	595.96
Yucatan township	\$	489.90
Zimmerman city	\$	2,044.69
Zumbro township	\$	607.72
Zumbrota city	\$	1,738.44
Zumbrota township	\$	573.20

BOARD OF COMMISSIONERS

Resolution # \_\_\_\_\_

WHEREAS, the COVID-19 Pandemic requires additional efforts to make the election process safe, sanitary and effective; and

WHEREAS, the Office of the Minnesota Secretary of State is currently soliciting grant applications from counties for grants pursuant to Laws 2020, Chapter 77, section 4 and the federal CARES Act; and

WHEREAS, grants will be provided to each county pursuant to a formula set forth in Section H of the grant application provided by the Office of the Secretary of State; and

WHEREAS, the funds provided by the Office of the Secretary of State are provided for the purpose of the uses set forth in the federal CARES Act and as further restricted by Laws 2020, chapter 77, section 4, subdivision 4; and

WHEREAS, those purposes are primarily for the protection of persons involved with the election process including voters, as well as certain other purchases set forth in law; and

WHEREAS, the county will work with the municipalities within the county to determine a fair, equitable, and mutually agreeable allocation of the funds within the County and between municipalities, and if an agreement cannot be reached, the funds will be distributed pursuant to the OSS identified default allocation as determined by the Secretary and provided in Section G of the grant application; and

WHEREAS, the grant application is to be completed by the staff of the auditor and other staff responsible for the administration of elections in this county; and

WHEREAS, the grant application must be completed, certified by a county official, typically the chief county election official, returned to the Office of the Secretary of State and a grant agreement executed prior to the receipt of the funds to which the county is entitled pursuant to Section H of the grant application; and

WHEREAS, Laws 2020, Chapter 77, section 4 requires a 20% match for the grant, with a 25% match for electronic roster purchases; and

WHEREAS, the grant agreement will reflect the grant application for each county; and

WHEREAS, additional assistance may be forthcoming later in this election cycle from state and federal funds, particularly those funds appropriated for these purposes by the Legislature; and

WHEREAS, there are continuing needs throughout the election cycle for both COVID-19 and election security efforts and concomitant costs; and

WHEREAS, time is of the essence;

THEREFORE, BE IT RESOLVED that the grant application in the form presented to this board and to be submitted to the Office of the Secretary of State is hereby approved; and

BE IT FURTHER RESOLVED that the Board directs the spending of existing county funds in an amount equivalent to the required match indicated in the application on the purposes for which the grant is received; and

BE IT FURTHER RESOLVED that the chief elections officer of the County and staff are directed to submit this approved grant application at the earliest opportunity; and

BE IT FURTHER RESOLVED, that when the grant agreement is provided to the chief elections officer of the county, that person is delegated the authority to execute that agreement and return it to the Office of the Secretary of State without further approval by this Board; and

BE IT FINALLY RESOLVED, that the chief elections officer of the county is hereby authorized to apply for any additional funds made available by the state for the defrayment of costs of efforts to combat COVID-19 in the election process and for the enhancement of election security, and to execute any grant agreements required to access those funds from this date until the general election on November 3, 2020. .

Adopted by the \_\_\_\_\_ County Board of Commissioners this 14<sup>th</sup> day of July, 2020.

RESOLUTION NO. 20-34

**WHEELAGE TAX**

July 9, 2020

WHEREAS, in accordance with MN Statute 163.051, The Houston County Board of Commissioners implemented a \$10 per year per vehicle wheelage tax on each qualifying motor vehicle kept in the county when not in operation and that is subject to annual registration and taxation under MN Statute 163; AND

WHEREAS, MN Statute 163 Subd 1.b.2 allows the county to increase the wheelage tax up to \$20 per year on or after January 1, 2018; AND

WHEREAS, the assessed wheelage tax may be used within the Road and Bridge Fund for “highway purposes” and the county anticipates reduction in future State Aid maintenance funds;

THEREFORE, BE IT RESOLVED, the Houston County Board of Commissioners hereby authorizes and imposes a wheelage tax as provided in MN Statutes 163.051 at a rate of \$20 per year on each motor vehicle, except a vehicle exempt from the tax as defined in MN Statute 163.051 Subd 1(c), which is kept in Houston County when not in operation and which is subject to annual taxation and registration under MN Statute 163; and

BE IT FURTHER RESOLVED, that the Houston County Board of Commissioners hereby requests the wheelage tax be collected at the rate of \$20 by the state registrar of motor vehicles, as provided for in MN Statute 163.051, Subd 2; and

BE IT FURTHER RESOLVED, that the Houston County Board of Commissioners hereby directs the County Auditor/Treasurer to certify the wheelage tax rate of \$20 to the state registrar of motor vehicles before August 1, 2020, and that the tax be effective January 1, 2020.

\*\*\*CERTIFICATION\*\*\*\*\*

STATE OF MINNESOTA  
COUNTY OF HOUSTON

I, Jeff Babinski, do hereby certify that the above is true and correct copy of a resolution adopted by the Houston County Board of Commissioners at the session dated July 14, 2020.

WITNESS my hand and the seal of my office this 14<sup>th</sup> day of July 2020.



# Memo

**To:** Houston County  
**From:** Sheldon Valley Sportsman's Association  
**cc:** Chad Walters - President  
**Date:** July 2, 2020  
**Re:** Gambling Permit Approval Request

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Sheldon Valley Sportsman's Association is requesting approval of the attached gambling permit for our Annual Fall Raffle. The raffle is held at our gun range located at 11511 County Rd. 10 in Caledonia Township.

If you have any questions or require additional information please contact Chad Walters at 507-313-3017 or Jon Hibbs at 507-450-6869.

Thank you for your consideration.

With Best Regards,

Sheldon Valley Sportsman's Association

PO Box 592

Houston, MN 55943

sheldonvalley.s.a@goacenterk.net

**LG220 Application for Exempt Permit**

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

**Application Fee (non-refundable)**

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

**ORGANIZATION INFORMATION**

Organization Name: Sheldon Valley Sportsman's Association

Previous Gambling Permit Number: X-93595

Minnesota Tax ID Number, if any: \_\_\_\_\_

Federal Employer ID Number (FEIN), if any: 46-3101103

Mailing Address: PO BOX 592

City: Houston State: MN Zip: 55943 County: Houston

Name of Chief Executive Officer (CEO): Chad Walters

CEO Daytime Phone: 507-313-3017

CEO Email: wallyofhouston@acegroup.cc

(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): \_\_\_\_\_

**NONPROFIT STATUS**

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☒ Other Nonprofit Organization

**Attach a copy of one of the following showing proof of nonprofit status:**

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

☐ **A current calendar year Certificate of Good Standing**

Don't have a copy? Obtain this certificate from:

MN Secretary of State, Business Services Division  
60 Empire Drive, Suite 100  
St. Paul, MN 55103

Secretary of State website, phone numbers:  
[www.sos.state.mn.us](http://www.sos.state.mn.us)  
651-296-2803, or toll free 1-877-551-6767

☒ **IRS income tax exemption (501(c)) letter in your organization's name**

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**

If your organization falls under a parent organization, attach copies of both of the following:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

**GAMBLING PREMISES INFORMATION**

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Sheldon Valley Sportsman's Association Gun Range

Physical Address (do not use P.O. box): 11511 County Rd. 10

Check one:

☐ City: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

☒ Township: Caledonia Zip: 55921 County: Houston

Date(s) of activity (for raffles, indicate the date of the drawing): October 25, 2020

Check each type of gambling activity that your organization will conduct:

☐ Bingo ☐ Paddlewheels ☐ Pull-Tabs ☐ Tipboards ☒ Raffle

**Gambling equipment** for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to [www.mn.gov/gcb](http://www.mn.gov/gcb) and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

**LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)**

**CITY APPROVAL  
for a gambling premises  
located within city limits**

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- ☐ The application is denied.

Print City Name: \_\_\_\_\_

Signature of City Personnel: \_\_\_\_\_

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

**The city or county must sign before  
submitting application to the  
Gambling Control Board.**

**COUNTY APPROVAL  
for a gambling premises  
located in a township**

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
- ☐ The application is denied.

Print County Name: \_\_\_\_\_

Signature of County Personnel: \_\_\_\_\_

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

**TOWNSHIP (if required by the county)**

On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: \_\_\_\_\_

Signature of Township Officer: \_\_\_\_\_

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

**CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)**

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: \_\_\_\_\_ Date: 7-2-20  
(Signature must be CEO's signature; designee may not sign)

Print Name: Chad Walters

**REQUIREMENTS**

**Complete a separate application for:**

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

**Financial report to be completed within 30 days after the gambling activity is done:**

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

**MAIL APPLICATION AND ATTACHMENTS**

**Mail application with:**

- \_\_\_\_\_ a copy of your proof of nonprofit status; and
- \_\_\_\_\_ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

**To:** Minnesota Gambling Control Board  
1711 West County Road B, Suite 300 South  
Roseville, MN 55113

**Questions?**

Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date:

**JAN 06 2015**

SHELDON VALLEY SPORTSMANS  
ASSOCIATION  
PO BOX 537  
HOUSTON, MN 55943-0537

Employer Identification Number:  
46-3101103

DLN:

26053752001534

Contact Person:

CUSTOMER SERVICE

ID# 31954

Contact Telephone Number:  
(877) 829-5500

Accounting Period Ending:  
January 31

Public Charity Status:  
509(a)(2)

Form 990/990-EZ/990-N Required:  
Yes

Effective Date of Exemption:  
April 22, 2013

Contribution Deductibility:  
Yes

Addendum Applies:  
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to [www.irs.gov/charities](http://www.irs.gov/charities). Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 5436



SHELDON VALLEY SPORTSMANS

Sincerely,

A handwritten signature in cursive script, appearing to read "Tamara Kiganda". The ink is dark and the signature is fluid.

Director, Exempt Organizations

## **Petition to Forego the Lottery at Wildcat Landing until at least 2022**

We understand that the Houston County Commissioners are considering a lottery at Wildcat Landing Campground for the 2021 camping season. We understand this was prompted by a group of 15 people who have contacted the commissioners because they feel they haven't been treated fairly re: the seasonal campsite distribution.

Please reconsider holding off the lottery for the 2021 camping season. Is there any reason it couldn't be shifted to at least the 2022 season? We think it's important for the commissioners to gather more information before declaring a lottery for the 2021 season.

Several years ago a lottery was called for because "supposedly" there was "a List" of people who wanted seasonal sites. When the day for the lottery arrived, no one on "the List" showed up. Those of us who had supported Wildcat for many years were faced with the lottery, no one new showed any interest.

Every year, seasonal campers at Wildcat, wait to see what the commissioners will demand for the next year. There has been no consistency which is very frustrating. If you are going to put rules in place, then it would be helpful if they are executed so campers aren't left "guessing" what might happen.

We would like to propose the following:

As a camper gives notice that they will not be returning to Wildcat the following year, anyone interested in that site can enter their name in the lottery drawing for a chance for that site. It makes no sense to upend the entire campground every ?? years to please a few unhappy people, because there will always be unhappy people.

We would like to propose 2 current campers to be part of the discussion on the lottery and any other proposed changes before they are put in place. Our input/history would enhance the discussion. Many of the current board are "new to this issue" are not familiar with its history and some have never even set foot in Wildcat.

We thank you in advance of your considering the above.

Signed:

Marey Mell  
Donald E. Link  
Alexi Link

Sharon K. Green  
Karolina Schuldt  
Lisa Grolenz

Chris Fanning  
Randy Mell  
Jamela Plache



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Signed:

Mike Pord  
Don Daul  
Gari Scheel

P. J. Schind  
Laurie Seanes  
Pat Hylenger

Jack Hylenger  
Dan Schindt