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**JOINT POWERS BOARD  
COUNTIES PROVIDING TECHNOLOGY**

**Monday, June 2, 2025  
Old No. 1 Southside, Morris  
10:00 a.m.**

**AGENDA**

10:00 am Convene

- Pledge
- Roll Call
- Additions to Agenda
- Approve Agenda
- Approve Minutes of 4-28-2025 Executive Board Meeting

10:10 am Financial Reporting – Mike Koehler

- Review of Revenue and Expenditures
- April 2025 Financials for Approval
- Warrants for Review and Approval
- Monthly Deposit Report

10:30 am Executive Director/Committee Update and Recommendation Items

- ACOM
- Strategic planning committee
- Calendar invites

10:40 am Personnel Update/Personnel Committee

- Tax support positions - ratification

10:50 am Software Committee Update – Gwen Gillespie

11:05 am Other Business –

- Building Committee
- Software Module presentation

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11:10 am Upcoming Meetings:

- Executive Board June 23, 2025 at 10:00 am at CPT Office and via Zoom
- Executive Committee July 21, 2025 at 10:00 am at CPT Office and via Zoom
- JPB Meeting, July 28, 2025 at 10:00 am; Old No. 1 Southside, Morris

**Zoom Attendance**

**Note:** *If interactive technology under section 13D.02 is used, each location must also be open and accessible to the public. Up to three times a year, a member of a public body may participate by interactive technology from a location that is not open and accessible to the public if the member is serving in the military and is at a required drill, deployed, or on active duty or the member has been advised by a health care professional against being in a public place for personal or family medical reasons during a health pandemic or other emergency.*

**Commissioner Virtual Attendance Locations:**

Commissioner Jim Abbe: Steele County Courthouse, 630 Florence Ave., Owatonna, MN

Commissioner Tim Denny, Todd County Courthouse, 215 1<sup>st</sup> Ave S, Long Prairie, MN

**COUNTIES PROVIDING TECHNOLOGY  
EXECUTIVE BOARD  
Monday, April 28, 2025, 10:00 a.m.**

The regular meeting of the Counties Providing Technology (CPT) Executive Board was called to order at 10:00 a.m., Monday, April 28, 2025, by Chair Paul Johnson. Members present were: Mahnomen: Commissioner Ahmann (virtual), Pipestone: Commissioner Hollingsworth (virtual), Pope: Commissioner Lindor (virtual), Stevens: Commissioner Kopitzke (virtual), Wilkin: Commissioner Larson (virtual).

Others present: Gwen Gillespie (virtual), Mike Koehler (virtual), Erica Swenson (virtual) and Vicki Knobloch Kletscher (virtual).

Commissioner Kopitzke moved to approve the agenda as presented, seconded by Commissioner Larson. A roll call was taken, all members voted aye, motion carried.

Commissioner Lindor moved to approve minutes of the March 24, 2025 meeting as presented, seconded by Commissioner Hollingsworth. A roll call was taken, all members voted aye, motion carried.

Yellow Medicine Commissioner Antony joined the meeting at 10:04 a.m.

Mike Koehler presented the March Financial Reports and Warrant Registers.

Commissioner Antony moved to approve the March 2025 Financial Reports and the warrant registers from March 20, March 27 and April 3, 2025 seconded by Commissioner Kopitzke. A roll call was taken, all members voted aye, motion carried. The monthly deposit report was presented.

Mike Koehler presented an executive director update. An update on the financial audit was given.

Committee Chair Lindor presented the personnel committee update. Commissioner Lindor moved to approve the hire of Parker Blair as Technical Support specialist at a Grade 5, Step 3 and Valerie Howell as Technical Support specialist at a Grade 5 Step 8, seconded by Commissioner Antony. A roll call was taken, all members voted aye, motion carried.

A Software committee update was presented by Gwen Gillespie and Mike Koehler.

Commissioner Hollingsworth departed from the meeting at 10:41 a.m.

Other business items discussed include the state audit, an update from the building committee and discussion regarding the CPT strategic planning committee.

The next meeting of the Executive Committee will be held on Monday, May 19, 2025 at 10:00 a.m. The next meeting of the full Board will be Monday, June 2, 2025 at 10:00 a.m. Meeting adjourned.

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Chair – Paul Johnson

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Clerk – Mike Koehler

\*\*\*\* Counties Providing Technology \*\*\*\*



REVENUES & EXPENDITURES BUDGET REPORT As of 04/2025

66 FUND Counties Providing Technology

Report Basis: Modified Accrual

		Percent of Year		33%	
				% of	
<u>Account Number</u>	<u>Status</u>	<u>Quarter To Date</u>	<u>Year To Date</u>	<u>Budget</u>	<u>BDG</u>
3 DEPT	Counties Providing Technology				
----- REVENUES -----					
66-003-000-0000-5501	Charges For Services-MN	180,489.00-	728,439.00-	2,208,876.00-	33
66-003-000-0000-5502	Hosting Fees - MN	22,002.00-	84,984.00-	274,692.00-	31
66-003-000-0000-5512	Charges For Services - ND	15,886.00-	83,086.00-	253,452.00-	33
66-003-000-0000-5513	Hosting Fees - ND	3,714.00-	16,471.00-	54,228.00-	30
66-003-000-0000-5701	Investment/Interest Earnings	11,318.82-	23,000.65-	50,000.00-	46
66-003-000-0000-5802	Misc. Revenue	15,915.00-	35,225.00-	120,000.00-	29
66-003-000-0000-5992	Dental/Disability Insurance	1,248.60-	4,994.40-	165,000.00-	3
----- EXPENDITURES -----					
66-003-000-0000-6101	Regular Salaries	122,695.61	446,909.32	1,600,301.00	28
66-003-000-0000-6106	Per Diem	0.00	6,100.00	28,800.00	21
66-003-000-0000-6110	CPT Contribution	18,900.00	68,985.00	226,800.00	30
66-003-000-0000-6160	Employer PERA	8,981.99	32,841.26	120,023.00	27
66-003-000-0000-6170	Employer FICA	7,696.31	28,035.95	99,219.00	28
66-003-000-0000-6180	Employer Medicare	1,799.95	6,557.06	23,204.00	28
66-003-000-0000-6190	Workman's Comp Insurance	0.00	1,195.00	2,000.00	60
66-003-000-0000-6210	Telephone	0.00	8,120.00	26,000.00	31
66-003-000-0000-6215	Postage	146.00	186.48	1,000.00	19
66-003-000-0000-6244	Printing/Publishing & Advertising	2,136.00	2,309.03	5,000.00	46
66-003-000-0000-6245	Dues, Subscriptions and Books	122.90	3,024.08	2,000.00	151
66-003-000-0000-6251	Utilities	1,055.98	3,606.39	24,000.00	15
66-003-000-0000-6261	Professional Fees for Services	19,890.69	65,134.02	180,000.00	36
66-003-000-0000-6271	Professional Cleaning	600.00	2,400.00	10,600.00	23
66-003-000-0000-6331	Training/Registration	1,463.20	3,663.37	17,000.00	22
66-003-000-0000-6337	Lodging/Meals	0.00	1,498.42	10,000.00	15
66-003-000-0000-6338	Mileage	0.00	5,833.35	19,000.00	31
66-003-000-0000-6359	Employee Recognition	0.00	336.57	1,000.00	34
66-003-000-0000-6401	Office Supplies	487.32	1,357.97	7,000.00	19
66-003-000-0000-6402	Software/Licenses	1,020.41	23,371.93	95,000.00	25
66-003-000-0000-6481	Small Equipment	0.00	149.99	20,000.00	1
66-003-000-0000-6482	Electronic Supplies	0.00	401.14	6,000.00	7
66-003-000-0000-6606	Building Improvements	0.00	396.17	53,000.00	1
66-003-000-0000-6609	Large Equipment - Furniture	116.68	16,430.35	35,000.00	47
66-003-000-0000-6815	Misc Expense	17.06	19.04	1,000.00	2
66-003-000-0000-6871	Insurance	1,207.72	33,404.36	190,000.00	18

\*\*\*\* **Counties Providing Technology** \*\*\*\*



**REVENUES & EXPENDITURES BUDGET REPORT** As of 04/2025

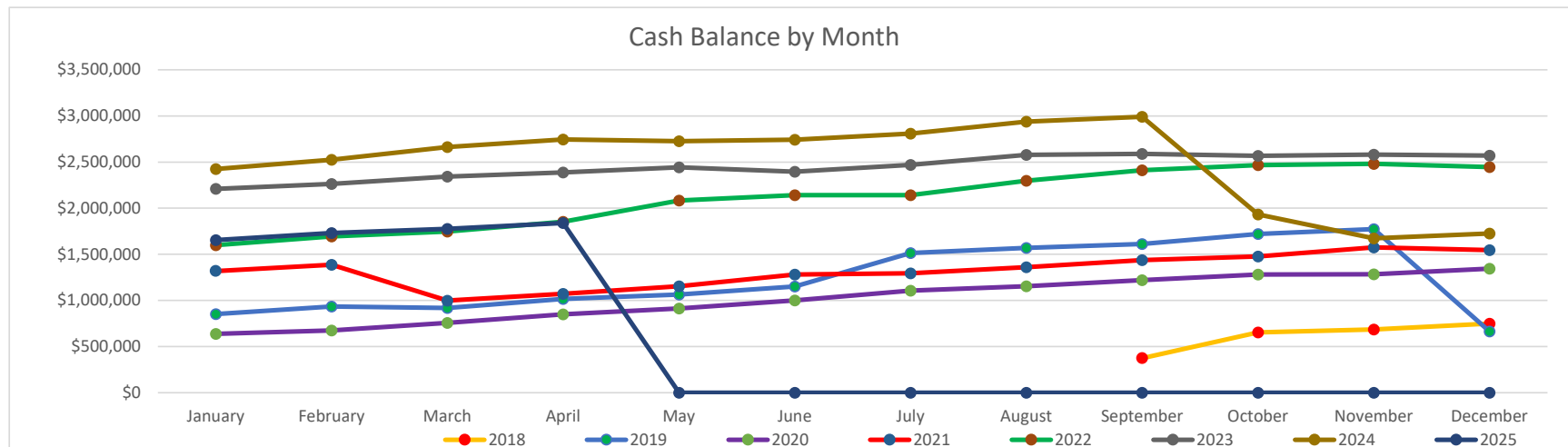
Report Basis: Modified Accrual

66	FUND	Counties Providing Technology			Report Basis: Modified Accrual			
					Percent of Year		33%	
<u>Account Number</u>				<u>Status</u>	<u>Quarter To Date</u>	<u>Year To Date</u>	<u>Budget</u>	<u>% of BDG</u>
3 DEPT		Totals Counties Providing Technology		Revenue	250,573.42-	976,200.05-	3,126,248.00-	31
				Expend.	188,337.82	762,266.25	2,802,947.00	27
				Net	62,235.60-	213,933.80-	323,301.00-	66
66 FUND		Totals Counties Providing Technology		Revenue	250,573.42-	976,200.05-	3,126,248.00-	31
				Expend.	188,337.82	762,266.25	2,802,947.00	27
				Net	62,235.60-	213,933.80-	323,301.00-	66
FINAL TOTALS		33	Accounts	Revenue	250,573.42-	976,200.05-	3,126,248.00-	31
				Expend.	188,337.82	762,266.25	2,802,947.00	27
				Net	62,235.60-	213,933.80-	323,301.00-	66

## Cash Balance by Month



	January	February	March	April	May	June	July	August	September	October	November	December
2022	\$1,599,495	\$1,694,391	\$1,747,236	\$1,853,557	\$2,083,791	\$2,142,709	\$2,141,455	\$2,297,151	\$2,412,030	\$2,467,037	\$2,481,305	\$2,447,034
2023	\$2,209,404	\$2,262,540	\$2,343,182	\$2,388,733	\$2,444,289	\$2,395,367	\$2,469,834	\$2,578,157	\$2,588,856	\$2,568,565	\$2,579,790	\$2,571,150
2024	\$2,425,310	\$2,524,887	\$2,663,053	\$2,745,738	\$2,726,770	\$2,742,604	\$2,807,547	\$2,939,338	\$2,990,954	\$1,933,228	\$1,673,468	\$1,724,680
2025	\$1,655,133	\$1,730,484	\$1,777,237	\$1,839,472								



Capital contributions were received in August 2018 for \$4,025,000 from the 23 counties in CPT; \$175,000 from each county.

Cost to purchase CPUI in September 2018 (including purchase, non-compete, equipment purchase and prepaid expenses) was \$3,650,879.

Return of capital contributions were paid in December 2019 totaling \$1,150,000 to the 23 owning counties (\$50,000 to each county) and were paid in March 2021 totaling \$575,000 (\$25,000 to each county).

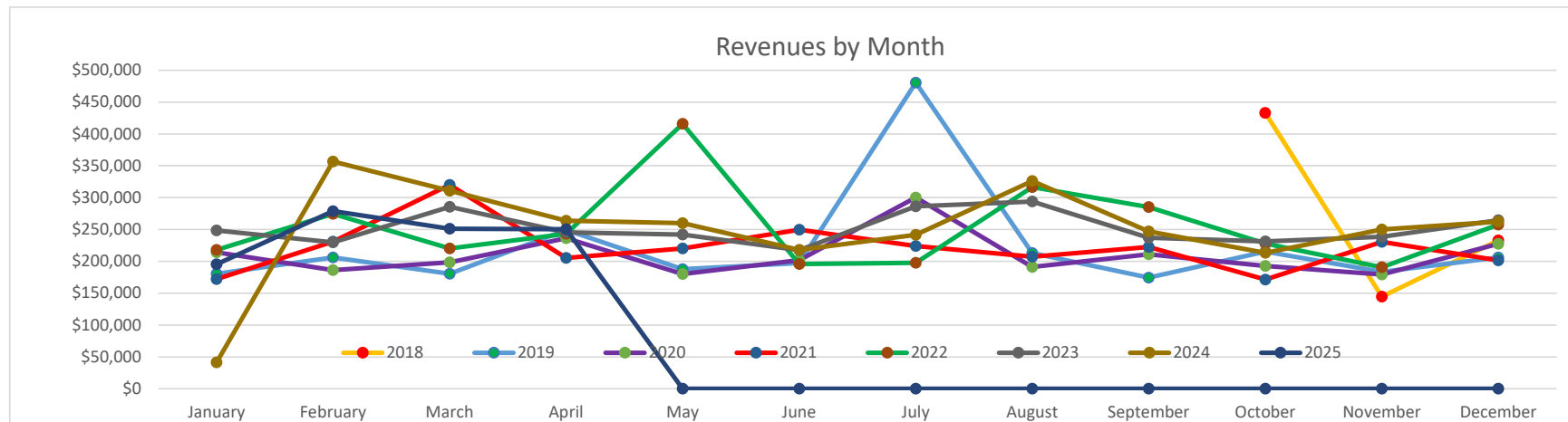
Capital contribution received in May 2022 for \$170,000 from Pope County for membership into the JPA.

Return of capital contributions were paid in October 2024 totaling \$1,080,000 to the 24 owning counties (\$45,000 to each county).

## Revenues by Month



	January	February	March	April	May	June	July	August	September	October	November	December
2022	\$218,144	\$274,338	\$220,117	\$243,000	\$415,890	\$195,980	\$197,754	\$316,463	\$285,332	\$227,919	\$190,688	\$257,744
2023	\$248,401	\$229,978	\$285,653	\$245,596	\$241,849	\$217,582	\$286,393	\$293,875	\$237,134	\$231,503	\$238,688	\$264,502
2024	\$41,301	\$356,744	\$310,634	\$263,745	\$259,968	\$218,013	\$241,746	\$325,941	\$247,066	\$213,352	\$250,022	\$262,308
2025	\$195,608	\$278,892	\$251,126	\$250,573								



Note: October 2018 revenue includes \$290,000 for the tax system re-write; \$10,000 from each of the counties in the Mid-State Computer Collaborative

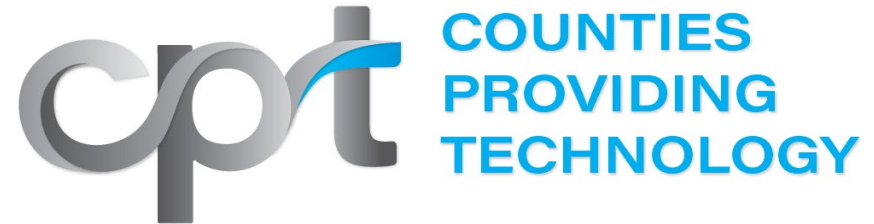
July 2019 revenue includes \$270,000 for the tax system re-write; remaining \$20,000 was receipted in August 2019

July 2020 revenue includes \$30,000 for the tax system re-write - - final project receipts

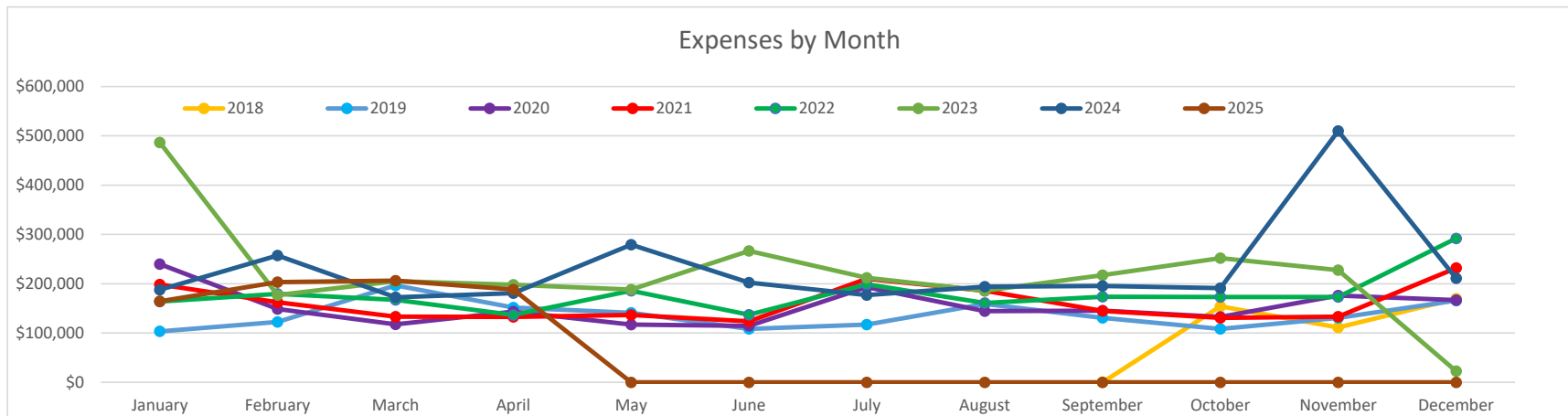
March 2021 revenue includes \$50,000 for the tax system re-write and \$26,640 for conversion and installation costs from Sibley County

May 2022 revenue includes \$170,000 contribution from Pope County for purchase into the Counties Providing Technology JPA

## Expenses by Month



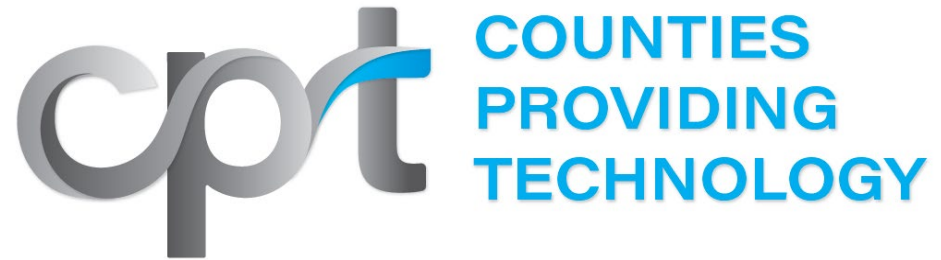
	January	February	March	April	May	June	July	August	September	October	November	December
2022	\$164,026	\$179,442	\$167,272	\$136,679	\$185,656	\$137,061	\$199,008	\$160,767	\$173,814	\$172,912	\$173,060	\$292,015
2023	\$486,450	\$176,843	\$205,011	\$198,044	\$188,293	\$266,503	\$211,926	\$185,553	\$217,245	\$251,794	\$227,464	\$22,541
2024	\$187,741	\$257,167	\$172,469	\$181,060	\$279,036	\$202,179	\$176,803	\$194,149	\$195,450	\$191,078	\$509,782	\$211,096
2025	\$164,517	\$203,147	\$206,264	\$188,338								





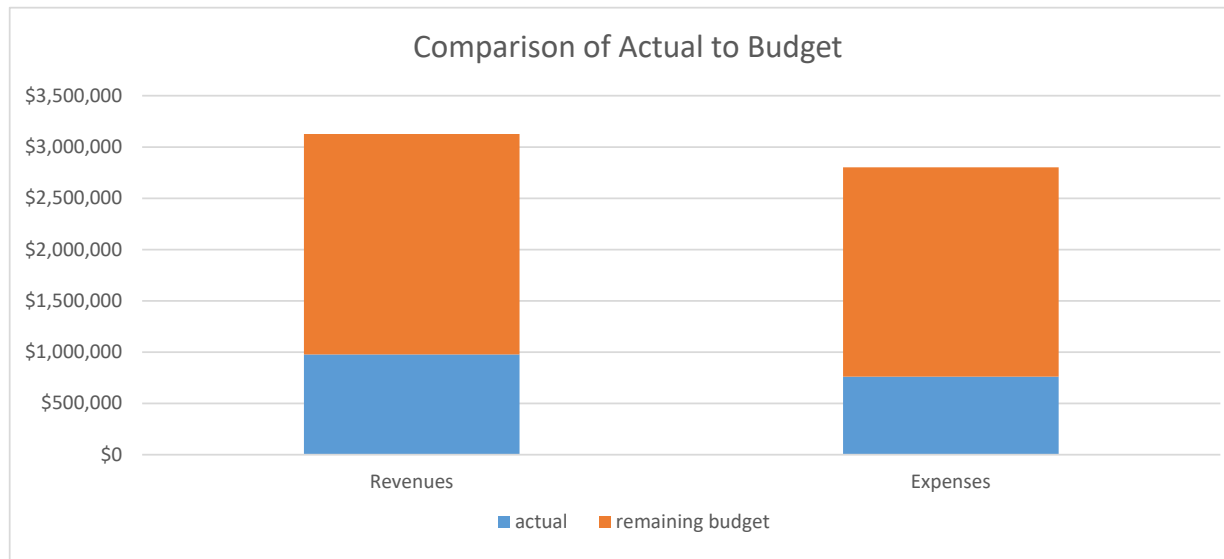
# Budget to Actual Comparison

Through April 2025



Percent of year completed **33%**

Year-to-date			Percent of budget	Approved 2025 Budget		
Revenues	\$976,200	31%		Revenues	\$3,126,248	
Expenses	\$762,266	27%		Expenses	\$2,802,947	
Return of capital		0%		Return of capital	\$0	



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CPTSHAN  
04/10/2025

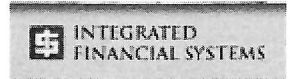
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Warrant Form **WF91**  
Commissioner's Warrants

\*\*\*\* **Counties Providing Technology** \*\*\*\*

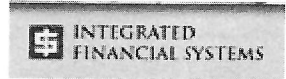
**WARRANT REGISTER**  
**Commissioner Warrants**

Approved 04/10/2025  
Pay Date 04/10/2025



Page 1

<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO # Tx</u>
			<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>
188	Kroona/Jay M	2,055.00	TESTING - MARCH	66-003-000-0000-6261		N
<b>Warrant #</b>	<b>3160</b>	<b>Total...</b>	<b>2,055.00</b>			
190	Sand Creek, EAP	1,957.00	EMPLOYEE ASSISTANCE PROGR	66-003-000-0000-6261	1001	N
<b>Warrant #</b>	<b>3161</b>	<b>Total...</b>	<b>1,957.00</b>			
36	Stevens County Auditor Treasurer	80.00	TAXES - SOLID WASTE FEE	66-003-000-0000-6251	20-1101-000	N
<b>Warrant #</b>	<b>3162</b>	<b>Total...</b>	<b>80.00</b>			
80	US Diary	663.20	PLANNERS - PROMOTIONAL	66-003-000-0000-6331	7827143	N
<b>Warrant #</b>	<b>3163</b>	<b>Total...</b>	<b>663.20</b>			
16	Vanderweyst/Valerie	8,200.00	CONTRACTED SERVICES - MARCI	66-003-000-0000-6261	MARCH	N
<b>Warrant #</b>	<b>3164</b>	<b>Total...</b>	<b>8,200.00</b>			
<b>Warrant Form</b>	<b>WF91</b>	<b>Total...</b>	<b>12,955.20</b>	<b>5 Transactions</b>		
	<b>Final Total...</b>	<b>12,955.20</b>	<b>5 Transactions</b>			

\*\*\*\* **Counties Providing Technology** \*\*\*\***WARRANT REGISTER**  
**Commissioner Warrants**Approved 04/17/2025  
Pay Date 04/17/2025

<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>OBO#</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO # Tx</u>
						<u>From Date</u>	<u>To Date</u>
30	Center Point Energy	134.34	SERVICE		66-003-000-0000-6251	11831812-0	N
						03/07/2025	04/07/2025
30		169.30	SERVICE		66-003-000-0000-6251	10942506-6	N
						03/07/2025	04/07/2025
<b>Warrant #</b>	<b>3165</b>	<b>Total...</b>	<b>303.64</b>				
37	Hartford/The	186.78	LIFE INSURANCE - MAY		66-003-000-0000-6871	925403	N
<b>Warrant #</b>	<b>3166</b>	<b>Total...</b>	<b>186.78</b>				
54	Lincoln Financial Group	342.00	STD INSURANCE - MAY		66-003-000-0000-6871	1196355	N
54		447.10	LIFE INSURANCE - MAY		66-003-000-0000-6871	1196355	N
<b>Warrant #</b>	<b>3167</b>	<b>Total...</b>	<b>789.10</b>				
134	Marco Technologies, LLC	47.50	SHRED SERVICE		66-003-000-0000-6261	INV13741235	N
<b>Warrant #</b>	<b>3168</b>	<b>Total...</b>	<b>47.50</b>				
219	MetLife	112.80	HOSPITAL INSURANCE - MAY		66-003-000-0000-6871	5778129	N
219		56.49	CRITICAL ILLNESS - MAY		66-003-000-0000-6871	5778129	N
219		62.55	ACCIDENT INSURANCE - MAY		66-003-000-0000-6871	5778129	N
<b>Warrant #</b>	<b>3169</b>	<b>Total...</b>	<b>231.84</b>				
43	Morris Electronics	187.50	LABOR		66-003-000-0000-6261	13024	N
43		125.00	LABOR		66-003-000-0000-6261	13006	N
<b>Warrant #</b>	<b>3170</b>	<b>Total...</b>	<b>312.50</b>				
43	Morris Electronics	9,530.00	TECH CONNECT CONF FEES		66-003-000-0000-5802		N
<b>Warrant #</b>	<b>3171</b>	<b>Total...</b>	<b>9,530.00</b>				
29	Otter Tail Power Company	57.79	SERVICE		66-003-000-0000-6251	20076543	N
						02/27/2025	03/28/2025
29		566.03	SERVICE		66-003-000-0000-6251	4093126	N
<b>Warrant #</b>	<b>3172</b>	<b>Total...</b>	<b>623.82</b>				
205	Sewearable Designs, Inc	32.00	LOGO EMBROIDERY		66-003-000-0000-6244	12137	N
<b>Warrant #</b>	<b>3173</b>	<b>Total...</b>	<b>32.00</b>				
9	Swanson/Craig	600.00	OFFICE CLEANING - APRIL		66-003-000-0000-6271		N

CPTSHAN  
04/17/2025

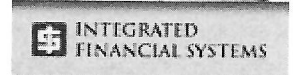
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Warrant Form **WF91**  
Commissioner's Warrants

\*\*\*\* **Counties Providing Technology** \*\*\*\*

**WARRANT REGISTER**  
**Commissioner Warrants**

Approved 04/17/2025  
Pay Date 04/17/2025



Page 2

<u>Vendor #</u>	<u>Vendor Name</u>		<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO # Tx</u>
<u>Warrant #</u>			<u>600.00</u>	<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>
		<b>3174</b>	<b>Total...</b>				
59	US Bank		17.09	ZOOM	66-003-000-0000-6245		N
59			105.81	MICROSOFT UPGRADE	66-003-000-0000-6245		N
59			48.52	ENGBRETSONS - GARBAGE	66-003-000-0000-6251		N
59			34.19	SIMPLISAFE	66-003-000-0000-6261		N
59			100.00	TERRACE - WEBSITE MAINT	66-003-000-0000-6261		N
59			275.28	TONER	66-003-000-0000-6401		N
59			43.99	PAPER	66-003-000-0000-6401		N
59			22.99	ELECTRONICS DUST OFF	66-003-000-0000-6401		N
59			35.06	HAND SOAP	66-003-000-0000-6401		N
59			110.00	WATER	66-003-000-0000-6401		N
59			21.50	ZOHO ASSIST	66-003-000-0000-6402		N
59			998.91	ATLASSIAN	66-003-000-0000-6402		N
59			116.68	STANDING DESK	66-003-000-0000-6609		N
<b>Warrant #</b>		<b>3175</b>	<b>Total...</b>				
			<b>1,930.02</b>				
<b>Warrant Form</b>	<b>WF91</b>	<b>Total...</b>	<b>14,587.20</b>	<b>29 Transactions</b>			
		<b>Final Total...</b>	<b>14,587.20</b>	<b>29 Transactions</b>			

CPTSHAN  
04/24/2025

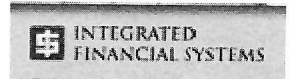
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Warrant Form **WF91**  
Commissioner's Warrants

\*\*\*\* **Counties Providing Technology** \*\*\*\*

**WARRANT REGISTER**  
**Commissioner Warrants**

Approved 04/24/2025  
Pay Date 04/24/2025



Page 1

<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO # Tx</u>
			<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>
33	CPS Technology Solutions	2,680.00	HOSTING FEE - MAY	66-003-000-0000-6261	386242	N
					05/01/2025	05/31/2025
<b>Warrant #</b>	<b>3176</b>	<b>Total...</b>	<b>2,680.00</b>			
179	MINNESOTA COUNTIES COMPUTER COOP	800.00	ANNUAL CONFERENCE BOOTH	66-003-000-0000-6331	2504170	N
<b>Warrant #</b>	<b>3177</b>	<b>Total...</b>	<b>800.00</b>			
43	Morris Electronics	187.50	LABOR	66-003-000-0000-6261	13219	N
43		312.50	LABOR	66-003-000-0000-6261	13218	N
43		125.00	LABOR	66-003-000-0000-6261	13216	N
43		125.00	LABOR	66-003-000-0000-6261	13195	N
<b>Warrant #</b>	<b>3178</b>	<b>Total...</b>	<b>750.00</b>			
<b>Warrant Form</b>	<b>WF91</b>	<b>Total...</b>	<b>4,230.00</b>	<b>6 Transactions</b>		
	<b>Final Total...</b>	<b>4,230.00</b>	<b>6 Transactions</b>			

CPTSHAN  
05/01/2025

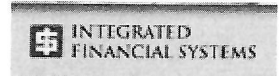
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Warrant Form **WF91**  
Commissioner's Warrants

\*\*\*\* **Counties Providing Technology** \*\*\*\*

**WARRANT REGISTER**  
**Commissioner Warrants**

Approved 05/01/2025  
Pay Date 05/01/2025



Page 1

<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>OBO#</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO # Tx</u>
						<u>From Date</u>	<u>To Date</u>
181	Antony/Ronald J.	100.00	EXECUTIVE BOARD		66-003-000-0000-6338		N
181		103.60	MILEAGE		66-003-000-0000-6338	04/28/2025	04/28/2025
						04/28/2025	04/28/2025
	<b>Warrant #</b>	<b>3179</b>	<b>Total...</b>	<b>203.60</b>			
161	Hollingsworth/Christopher	100.00	EXECUTIVE BOARD		66-003-000-0000-6106		N
						04/28/2025	04/28/2025
	<b>Warrant #</b>	<b>3180</b>	<b>Total...</b>	<b>100.00</b>			
124	Kopitzke/Bob	100.00	EXECUTIVE BOARD		66-003-000-0000-6106		N
						04/28/2025	04/28/2025
	<b>Warrant #</b>	<b>3181</b>	<b>Total...</b>	<b>100.00</b>			
169	Lindor/Larry	100.00	EXECUTIVE BOARD		66-003-000-0000-6106		N
169		22.40	MILEAGE		66-003-000-0000-6338	04/28/2025	04/28/2025
						04/28/2025	04/28/2025
	<b>Warrant #</b>	<b>3182</b>	<b>Total...</b>	<b>122.40</b>			
137	VSP Insurance Co.	40.90	VISION INS - MARCH		66-003-000-0000-6871	822646170	N
137		40.90	VISION INS - APRIL		66-003-000-0000-6871	822646170	N
137		40.90	VISION INS - MAY		66-003-000-0000-6871	822646170	N
	<b>Warrant #</b>	<b>3183</b>	<b>Total...</b>	<b>122.70</b>			
	<b>Warrant Form</b>	<b>WF91</b>	<b>Total...</b>	<b>648.70</b>	<b>9 Transactions</b>		
		<b>Final Total...</b>	<b>648.70</b>	<b>9 Transactions</b>			



CPTSHAN  
05/01/2025

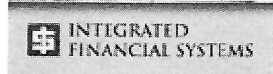
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Warrant Form **WF91**  
Commissioner's Warrants

\*\*\*\* **Counties Providing Technology** \*\*\*\*

**WARRANT REGISTER**  
**Commissioner Warrants**

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Pay Date 05/01/2025



Page 1

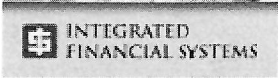
<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO # Tx</u>
			<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>
188	Kroona/Jay M	1,695.00	TESTING - APRIL	66-003-000-0000-6261		N
<b>Warrant #</b>	<b>3184</b>	<b>Total...</b>	<b>1,695.00</b>			
16	Vanderweyst/Valerie	4,800.00	CONTRACTED SERVICES - APRIL	66-003-000-0000-6261	APRIL	N
<b>Warrant #</b>	<b>3185</b>	<b>Total...</b>	<b>4,800.00</b>			
<b>Warrant Form</b>	<b>WF91</b>	<b>Total...</b>	<b>6,495.00</b>	<b>2 Transactions</b>		
	<b>Final Total...</b>	<b>6,495.00</b>	<b>2 Transactions</b>			



\*\*\*\* **Counties Providing Technology** \*\*\*\*

**WARRANT REGISTER**  
**Commissioner Warrants**

Approved 05/08/2025  
Pay Date 05/08/2025



<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO # Tx</u>
27	Ascensus	97.06	457 PLAN ADMIN FEE	66-003-000-0000-6261	138652DF_202504	N
<b>Warrant #</b>	<b>3186</b>	<b>Total...</b>	<b>97.06</b>			
117	Baker Tilly US, LLP	6,163.50	PROGRESS BILLING - AUDIT	66-003-000-0000-6261	BT3154189	N
<b>Warrant #</b>	<b>3187</b>	<b>Total...</b>	<b>6,163.50</b>			
100	Morris Electronics	2,037.00	DATA CIRCUIT - MAY	66-003-000-0000-6210	DATAMAY2025	N
<b>Warrant #</b>	<b>3188</b>	<b>Total...</b>	<b>2,037.00</b>			
139	STEVENS COUNTY TIMES	46.40	REQUEST FOR PROPOSALS	66-003-000-0000-6244	12055	N
<b>Warrant #</b>	<b>3189</b>	<b>Total...</b>	<b>46.40</b>			
13	Swenson/Erica	61.60	CONFERENCE GIVE AWAYS	66-003-000-0000-6331		N
13		81.20	WILKIN TRAINING	66-003-000-0000-6338		N
13		57.29	SUPPLIES & FLOWERS FOR POTS	66-003-000-0000-6401	05/06/2025	05/06/2025
<b>Warrant #</b>	<b>3190</b>	<b>Total...</b>	<b>200.09</b>			N
187	Tandem, LLC	949.51	SECURITY POLICIES	66-003-000-0000-6261	T-24563	N
<b>Warrant #</b>	<b>3191</b>	<b>Total...</b>	<b>949.51</b>			
<b>Warrant Form</b>	<b>WF91</b>	<b>Total...</b>	<b>9,493.56</b>	<b>8 Transactions</b>		
	<b>Final Total...</b>		<b>9,493.56</b>	<b>8 Transactions</b>		



## Counties Providing Technology Board of Commissioners Agenda Request

<b>Requested Meeting Date:</b>	April 28, 2025		
<b>Agenda Item:</b>	Staffing Update		
<b>Submitted By:</b>	Erica Swenson	<b>Department:</b>	Human Resources
<b>Presenter:</b>	Erica Swenson	<b>Estimate of Time Needed:</b>	
<b>Issue Summary:</b>			
Approve hire of Parker Blair as Technical Support Specialist – Tax Team at Grade 5, Step 3			
<b>Financial Impact:</b>			
Yes or No? Y Was this budgeted for 2025? Partially			
<b>Recommended Action/Motion:</b>			
Approve as requested			

## Counties Providing Technology Board of Commissioners Agenda Request

<b>Requested Meeting Date:</b>	April 28, 2025		
<b>Agenda Item:</b>	Staffing Update		
<b>Submitted By:</b>	Erica Swenson	<b>Department:</b>	Human Resources
<b>Presenter:</b>	Erica Swenson	<b>Estimate of Time Needed:</b>	
<b>Issue Summary:</b>			
Approve hire of Valerie Howell as Technical Support Specialist – Tax Team at Grade 5, Step 8			
<b>Financial Impact:</b>			
Yes or No? N Was this budgeted for 2025? Y			
<b>Recommended Action/Motion:</b>			
Approve as requested			