

**MEEKER COUNTY, MINNESOTA**  
**BOARD OF COMMISSIONERS**  
**Regular Session Agenda**  
**May 7, 2019**

---

8:30 Meeting Called to Order With Pledge of Allegiance

Public Comment Period\*

- Amendments to the Agenda
- Approval of April 16, 2019, 2019 Minutes

Braden Piram, Parks Superintendent

- Park Board Appointments

Joel Ramthun, Facilities Director

- Award Softener Project

8:35 Diane Winter, Public Health Director

- Request Approval of Hispanic Outreach Worker Contract

8:40 Mikkell Johnson, Human Resources Coordinator

- Classification of Courthouse Security Checkpoint Officer

8:45 Jake McLellan, DOC District Supervisor

- Sentence-to-Serve Contract

9:00 Barb Chaffee, Central MN Jobs & Training Services

- Annual Report

9:30 Kristin Cote, Land Records Director

- Conditional Use Permit Applications:
  - o Mike Wichman, Dassel
  - o Sparboe Companies, Litchfield
- Final Plat: Beckman Estate
- Bishop AIS Service Contract Addendum

9:40 Paul Bukovich, Social Services Director

- Approve Hire of Administrative Clerk Kelly Nelson, Level A12 Step 1, \$16.05 per Hour, Effective May 28, 2019
- Approve Social Services Accounts Payable

9:45 Paul Virnig, County Administrator

- Fund Transfers:
  - o \$100,883 From Revenue Fund to Parks Fund
  - o \$331,600.50 From Revenue Fund to Public Health Fund
- Transfer Station Operator Agreement Amendment

9:50 BREAK

9:55 Phil Schmalz, Public Works Director

- Approve Hire of Seasonal Highway & GIS Aide Jake Reuben, Level A Highway Aide, \$12.24 per Hour, Effective May 8, 2019
- Approve Hire of Seasonal Highway Aide Derek Fruetel, Level C Highway Aide, \$13.24 per Hour, Effective May 20, 2019
- Approve 2019 Seasonal Mower Operator Pay Scale
- Approve Hire of Seasonal Mower Operator Larry Moser, Level F Seasonal Mower Operator, \$18.60 per Hour, Effective June 3, 2019
- Award Annual Fuel Quotes
- Award 2019 Seal Coat Contract
- Request County Board Direction on Future Road Maintenance Workshop

10:10 Barb Loch, County Auditor

- North Fork Watershed Board Appointment
- Approve County and Hospital Accounts Payable

### **Recess as County Board and Convene as County Ditch Authority**

Barb Loch, County Auditor

- County Ditch 8:
  - o Draft Viewers Report on Redetermination
  - o Set Informational Meeting June 4, 2019 @ 8:30 a.m.
  - o Set Public Hearing June 4, 2019 @ 11 a.m.
- County Ditch 15:
  - o Request Approval of Continued Assistance of Houston Engineering for Developing Work Plan & Schedule of Future Work
- County Ditch 19:
  - o Signatures Needed for Findings of Fact & Order for Transfer
- County Ditch 35:
  - o Acknowledge Jeff Peterson's Request for Tile Location
- County Ditch 42:
  - o Acknowledge Petition for Abandonment
  - o Setup Public Hearing for June 18, 2019 @ 9:30 a.m.
- Ditch Project Updates

### **Adjourn as County Ditch Authority and Reconvene as County Board**

Board of Commissioners Committee Update

- Regional Library Board Appointment
- Economic Development Authority Board Appointment

---

The Meeker County Board of Commissioners met on April 16, 2019, at the Meeker County Courthouse in the City of Litchfield, Minnesota. Call to order was at 8:30 a.m. by Chair Mike Housman.

Present: Commissioners – Beth Oberg, Joe Tacheney, Mike Housman, Steve Schmitt and Bryan Larson, County Attorney Brandi Schiefelbein, County Administrator Paul Virnig and Administrative Coordinator Cori Heacock.

Meeting opened with Pledge of Allegiance.

Board Chair Housman called for public comments and there were none.

Motion by Schmitt, second by Tacheney to approve the April 16, 2019 agenda as printed.  
Motion carried unanimously.

Motion by Oberg, second by Larson to approve County Board minutes for April 2, 2019 as printed.  
Motion carried unanimously.

The following employees were recognized for their years of service:

- Joshua Case, Deputy, 10 years
- Randy Celandier, Communications Specialist, 10 years
- Kristin Cote, Land Records Director, 20 years
- Kim Dendinger-Nelson, Social Worker, 35 years
- Phillip Valiant, Heavy Equipment Operator, 40 years

Motion by Oberg, second by Larson to approve reappointments to the Hospital Board of John Spreiter, with said term expiring December 31, 2020, and Bill Ward, with said term expiring December 31, 2021.

Motion carried unanimously.

Motion by Oberg, second by Tacheney to approve the hire of Facilities Worker Dennis Cash, Level A12 Step 1, \$16.05 per hour, effective May 1, 2019.

Motion carried unanimously.

Motion by Schmitt, second by Tacheney to acknowledge a \$1,000 donation for the Crime Victim Fund from the Men's Domestic Violence Program/United Community Action Partnership.

Motion carried unanimously.

Motion by Oberg, second by Larson to approve an upgrade to the network technology virtual environment via purchase of a server system from Marco at a cost of \$44,452.02 and purchase of a SAN storage system from Marco at a cost of \$54,984.93.

Motion carried unanimously.

Motion by Larson, second by Schmitt to approve hire of Seasonal Water Patrol Deputies Nolan Warren, Dylan Watt, and Jose Santana, Level A12 Step 1, \$16.05 per hour, effective April 22, 2019.

Motion carried unanimously.

Motion by Oberg, second by Schmitt to approve appointment of Chief Deputy Becky Howell, as an alternate, to Central MN NG911 Committee.

Motion carried unanimously.

Motion by Schmitt, second by Tacheny to approve appointment of Emergency Management Assistant Stephanie Johnson, as a delegate, to the Emergency Managers Advisory Committee (EMAC), and appointment of Chief Deputy Becky Howell, as an alternate, to the Emergency Managers Advisory Committee (EMAC).

Motion carried unanimously.

Motion by Oberg, second by Schmitt to approve appointment of Deputy Ho, as an alternate, to the Southwest MN Emergency Medical Services Corporate Board.

Motion carried unanimously.

Motion by Schmitt, second by Tacheny to approve the updates to the Emergency Operations Plan as presented.

Motion carried unanimously.

Motion by Larson, second by Tacheny to approve reclassification of the Lead Equipment Operator to Assistant Public Works Superintendent and from DBM Level B31 to B32.

Motion carried unanimously.

Motion by Larson, second by Schmitt to approve a \$60,000 loan at 4% interest from the Revenue Fund to the Ditch Fund specifically for Joint Ditch 32.

Motion carried unanimously.

Motion by Oberg, second by Schmitt to approve county and hospital accounts payable as follows:

General Revenue Fund	\$160,606.42
Road & Bridge Fund	135,282.58
Human Services Fund	125.28
County Parks Fund	20,285.21
Solid Waste Fund	3,050.15
County Nurse Fund	13,241.73
Family Services Bldg. Fund	1,824.50
Economic Development Fund	161.20
Capital Projects Fund	29,920.00
Ditch Fund	8,712.37
State Collections Fund	1,272.50
County Hospital	410,724.66

Credit Cards:

General Revenue Fund	16,468.02
Road & Bridge Fund	680.00
County Nurse Fund	2,399.70
Family Services Bldg. Fund	89.99

Motion carried unanimously.

Motion by Tacheny, second by Schmitt to accept an offer of \$11,000, and approve sale of approximately .17 acres of the Dassel Highway Shop property.

Motion carried unanimously.

Public Works Director Phil Schmalz, and Highway Superintendent Carlen Hansen presented the 2018-2019 Snow and Ice Report to the Commissioners.

Motion by Schmitt, second by Larson to adopt the following resolution:

WHEREAS Minnesota Counties maintain 30,742 miles of County State Aid Highway (CSAH) roads and 14,141 miles of county roads, totaling over 30% of the state’s roadways; and

WHEREAS the total annual need is \$1.084 billion over the next 25 years just to maintain the current CSAH and county road system, not including expansion; and

WHEREAS the annual funding gap for counties has resulted in deferring basic maintenance, delaying expansion projects with resulting safety concerns, mounting congestion, and missed economic growth for businesses and commuters; and

WHEREAS a comprehensive and sustainable transportation solution should include robust funding for roads, bridges, and transit, and address the varying needs in different parts of the state; and

WHEREAS increased funding for Minnesota’s Highway User Tax Distribution Fund would provide additional, stable funds for MnDOT, all 87 counties, all cities with a population of 5,000 or more, and townships across the state;

NOW THEREFORE BE IT RESOLVED that the MEEKER County Board of Commissioners encourages the Minnesota Legislature to pass and the Governor to sign a bill that brings adequate funding to Minnesota’s statewide transportation system.

Commissioners Oberg, Tacheny, Housman, Schmitt and Larson voting “yes”.

Motion carried unanimously. Resolution declared adopted. #2019-05.

It being 9:32 a.m., Chair Housman recessed the County Board meeting and convened the County Ditch Authority.



The County Board convened as the Ditch Authority for County Ditch #19.

Present: County Auditor Barb Loch, Ditch Inspector Ed Hoekstra, Public Works Director Phil Schmalz, Attorney Kurt Deter from Rinke Noonan Law Firm, Commissioners Oberg, Tacheny, Housman, Schmitt, and Larson, County Attorney Brandi Schiefelbein, County Administrator Paul Virnig, and Administrative Coordinator Cori Heacock.

Chairman Housman opened the public hearing concerning the petition from the City of Litchfield to transfer the portion of Meeker County Ditch 19 from West Fifth Street to CSAH 1 to the City of Litchfield for future management.

Notice requirements were verified by Auditor Barbara Loch, Bolton & Menk’s Hydraulics Report was presented, and the public comments and questions were heard from landowners Greg Langmo and Keith Fortun.

Motion by Oberg, second by Schmitt to table the public hearing for County Ditch 19 until April 23, 2019 at 8:30 a.m.

Motion carried unanimously.

With no further business, Board Chair Housman recessed the County Ditch Authority Public Hearing at 9:53 a.m. and reconvened as County Board.



Board Chair Housman reconvened the County Board meeting.

Motion by Oberg, second by Tacheny to approve hire of Social Worker Kenzey Jehoich, Level C41 Step 1, \$25.59 per hour, with an effective date to be determined.

Motion carried unanimously.

Motion by Schmitt, second by Larson to approve providing \$5,000 in matching funds to Grove City CARE for new entrance doors.

Motion carried unanimously.

Social Services Director Paul Bukovich presented a Substance Abuse Report to the Board of Commissioners.

Motion by Oberg, second by Tacheny to approve Social Services accounts payable as follows:

Human Services Fund \$232,860.90

Motion carried unanimously.

Board Chair Housman called for adjournment at 11:05 a.m. The next meeting of the County Board of Commissioners will be on May 7, 2019 at 8:30 a.m., in the County Board of Meeting Room, Meeker County Courthouse.

.....  
The County Board reconvened as County Ditch Authority for County Ditch #19 at 8:30 a.m. on April 23, 2019.

Present: County Auditor Barb Loch, County Ditch Inspector Ed Hoekstra, Public Works Director Phil Schmalz, Commissioners Beth Oberg, Joe Tacheny, Mike Housman, Steve Schmitt and Bryan Larson, County Attorney Brandi Schiefelbein, County Administrator Paul Virnig and Attorney Kurt Deter from Rinke Noonan Law Firm. Also present: Bolton & Menk Engineer Tony Rotchdal and Litchfield City Engineer Chuck DeWolf.

Chairman Housman reopened the public hearing concerning the petition from the City of Litchfield to transfer the portion of Meeker County Ditch 19 from West Fifth Street to CSAH 1 to the City of Litchfield for future management.

Tony Rotchdal provided an outline of the design for the storm sewer project and its relationship to County Ditch 19. Chuck Dewolf assisted with board and landowner questions presented at the April 16, 2019, meeting.

With no additional questions or comments, on motion by Oberg, second by Tacheny, the public hearing was closed.

Motion by Tacheny, second by Oberg, pursuant to MN Statutes 103E.812, Subd 5(d), the Meeker County Board of Commissioners, acting as Drainage Authority, determines that the storm, surface and flood waters along the drainage system from County State Aid Highway #1 to West 5<sup>th</sup> Street could be better managed by the City of Litchfield and directed staff to prepare the Findings of Fact and Order transferring said portion of County Ditch 19 to the City of Litchfield for future management.

Motion carried unanimously.

With no further business, Board Chair Housman adjourned the County Ditch Authority meeting at 8:50 a.m.

.....

---

Respectfully submitted: Cori Heacock, Administrative Coordinator

---

Chair of County Board

Attest:

---

Clerk of County Board

May 7, 2019

Meeker County Board of Commissioners

Dear County Board Members:

**Subject:**

The Meeker County Building Maintenance Department received the following proposals for the Softener project.

	Finken	Culligan	
Base Price	\$19,897.00	\$18,204.00	
Sales Tax	\$ 0.00	\$ 0.00	
Total Price	\$19,897.00	\$18,204.00	

The proposals were reviewed and the required information was submitted.

**I recommend that Meeker County award the Softener project to Culligan for a total price of \$ 18,204.00.**

Respectfully submitted,

Joel Ramthun  
Facilities Manager  
Meeker County Building Maintenance

MEEKER COUNTY PUBLIC HEALTH  
HISPANIC OUTREACH WORKER CONTRACT

THIS AGREEMENT is made and entered into as of the 7th day of May 2019, by Meeker County Public Health, 114 Holcombe Avenue North, Suite 250, Litchfield, Minnesota 55355 (Meeker County) and Carmen Patino, Hispanic Outreach Worker, 13223th Street East, Glencoe, Minnesota 55336 (Worker).

WITNESSETH:

WHEREAS, Meeker County desires to contract with a competent and qualified individual to provide outreach services on an intermittent part-time basis to assist Meeker County in providing comprehensive public health care; and

WHEREAS, the Worker is competent and qualified to reach out to the Hispanic population and desires to provide his/her professional services upon request according to the terms and conditions stated herein;

NOW, THEREFORE, in consideration of the mutual covenants contained herein, Meeker County and Worker do agree as follows:

I. TERM

The term of this Agreement is from May 7, 2019 to December 31, 2019, the date of signature by the parties notwithstanding, unless earlier terminated as provided herein.

II. WARRANTY

The Worker warrants and represents that Worker is fluent in Spanish and knowledgeable in Hispanic cultural practices. Worker must pass Meeker County's background check process.

III. SERVICES-CONSULTATION ANDEDUCATION

Worker shall, upon request by Meeker County, make every reasonable effort to be

available to Meeker County at requested times and places in order to provide the following services:

- a) Assistance at Women, Infants and Children (WIC) Clinics with WIC activities;
- b) Provide family mentoring activities to Hispanic families; and
- c) Provide interpretation and translation to these families and staff.

#### IV. SERVICES- EVALUATION AND HISPANIC OUTREACH. ACTIVITIES

In addition to those services provided for under Paragraph III, the Worker shall, upon request by Meeker County, make every reasonable effort to provide the following services in a prompt and timely manner to designated Meeker County clients at designated locations:

- a) Worker shall recommend clients for admission to Meeker County and after review and acceptance of the clients by Meeker County; the client may be admitted by Meeker County for health services.
- b) The Worker will provide services to clients of Meeker County Public Health.
- c) The Worker shall take all necessary steps to contact the designated client in order to evaluate and determine the type of concerns or problems the client possesses and based thereon, the Worker shall assist the family in accessing needed services.
- d) Worker will work with families and other staff of Meeker County, as appropriate, and help the family develop goals for themselves and for their children.
- e) Worker shall participate as an assistant in screening clinics, immunization clinics, WIC, and other activities as designated by Meeker County.

#### V. CONDITIONS OF SERVICE

Worker understands and agrees that for purposes of this Agreement Worker shall provide those services specified in paragraph IV (a) through (e) to clients that are served by Meeker County. The Worker further understands and agrees that each visit to a designated client for purposes of providing services hereunder, and each period of counseling, instruction, or

advice under paragraph IV should be coordinated with Meeker County whenever possible.

#### VI. NO MINIMUM REQUIREMENT

Meeker County makes no guarantee of minimum hours.

#### VII. TRANSPORTATION/SUPPLIES

The Worker shall provide his/her own transportation in providing all services hereunder, unless otherwise expressly agreed by the parties. Meeker County shall provide an appropriate bag/case and appropriate supplies for the services rendered.

#### VIII. CONTINUING EDUCATION

- a) Meeker County may provide continuing education and request the Worker to attend. Meeker County may request the Worker to attend other continuing education programs that are offered through other organizations, which are specific to Meeker County programs. Meeker County will compensate the Worker for service time, travel time and mileage.

#### IX. RECORDS AND REPORTS

The Worker shall secure, record and submit as specified, the following information:

- a) Progress notes and observation on designated clients shall be documented within one week of providing service.
- b) A Daily Log which includes:
  - 1) Miles traveled within Meeker County to provide the designated services,
  - 2) Service/activity description,
  - 3) Time per service/activity; and
  - 4) Coding for the above items.The Daily Log is completed each day and the Daily Log for the entire week must be sent to Meeker County Public Health Director at the end of each week. Activities reported in the Daily Log shall include client visits, group activities, clinics or other designated services.

#### X. HIPAA Protocol

The Worker provides assurances to Meeker County that she will comply with Health Information Portability and Accountability Act (HIPAA) requirements necessary to protect individual identifying health information (IIHI). Use and disclosure will require that all IIHI be:

- a) Appropriately safeguarded;
- b) Any misuse of IIHI will be reported to the Meeker County Public Health

- Director;
- c) Secure satisfactory assurances from any subcontractor;
- d) Grant individuals access and ability to amend their IIHI;
- e) Make available an accounting of disclosures; release applicable records to the Department of Health if requested; and
- f) Upon termination, return or destroy all IIHI in accordance with conventional record destruction practices.

#### XI. BILLING AND PAYMENT

- a) Meeker County shall pay for time assigned and worked as submitted on the nurse's daily report form monthly at the rate of \$32.72 per hour.
- b) Meeker County shall pay mileage at the current federal rate. The Worker shall be compensated for travel within Meeker County from his/her home.
- c) Worker shall not bill any designated client, any family member of any designated client, or any insurance company for any services provided by him/her hereunder.
- d) Meeker County shall pay the Worker for all services provided hereunder at the rate specified above, within thirty (30) days of the date his/her billing statement is received by Meeker County.

#### XII. INDEPENDENT CONTRACTOR

It is agreed by the parties, that at all times and for all purposes within the scope of this Agreement, the relationship of the Worker to Meeker County is that of independent contractor and not that of employee. No statement contained in this Agreement shall be construed so as to find the Worker an employee of Meeker County. Worker acknowledges and agrees that the contractor is not entitled to receive any of the benefits received by Meeker County employees and is not eligible for worker's or unemployment compensation benefits under Meeker County. Worker also acknowledges and agrees that no withholding or deduction for State or Federal Income Tax, FICA, FUTA, or otherwise will be made from the payments due Worker and that it is Worker's sole obligation to comply with the applicable provisions of all Federal and State Tax Laws.

### XIII. INSURANCE

The Worker shall maintain limited liability insurance for not less than \$250,000 during the entire period of this agreement.

### XIV. DISCRIMINATION

The Worker agrees not to discriminate against any designated client in the provision of service hereunder on the basis of race, religion, creed, sex or national origin.

### XV. SERVICES NOT PROVIDED FOR

No claim for services provided by the Worker not specifically provided for in this Agreement will be honored by Meeker County.

### XVI. SUB-CONTRACTS

Worker shall not enter sub-contracts for any of the services to be performed hereunder by him/her.

### XVII. ENTIRE AGREEMENT

It is understood and agreed that the entire agreement of the parties is contained herein and that this agreement supersedes all oral agreements and negotiations between parties relating to the subject matter hereof, as well as any previous agreements presently in effect between the Worker and Meeker County relating to the subject matter hereof.

### XVIII. REQUIREMENT OF A WRITING

Any alterations, amendments, deletions or waivers of the provisions of this agreement shall be valid only when reduced to writing and duly signed by the parties.

XIX. This Agreement may be terminated by either party at any time, with or without cause, upon thirty (30) days written notice delivered by mail or in person. For purposes of early termination, notice may be sent to Meeker County as follows:

Meeker County Public Health Director  
Attn: Diane Winter or her Representative  
114 Holcombe Avenue North, Suite 250  
Litchfield, MN 55355

IN WITNESS THEREOF, the County and the Hispanic Outreach worker have executed this Agreement as of the day and year first above written.

Meeker County

BY:

\_\_\_\_\_  
Meeker County Chairperson

\_\_\_\_\_  
Date

\_\_\_\_\_  
Hispanic Outreach Worker

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director of Meeker County Public Health

\_\_\_\_\_  
Date

\_\_\_\_\_  
Meeker County Administrator

\_\_\_\_\_  
Date

Approved as to form and execution:

\_\_\_\_\_  
Meeker County Attorney

\_\_\_\_\_  
Date



## MEEKER COUNTY ADMINISTRATOR

325 Sibley Avenue North  
Litchfield, MN 55355-2155  
Phone: (320) 693-5200 Fax: (320) 693-5287  
e-mail address: paul.virnig@co.meeker.mn.us

PAUL J. VIRNIG  
County Administrator

CORI L. HEACOCK  
Administrative Coordinator

MIKELL JOHNSON  
Human Resources Coordinator

PATTY HERZBERG  
PT Administrative Assistant

April 26, 2019

Re: Classification of Courthouse Security Checkpoint Officer

Meeker County Board of Commissioners  
325 Sibley Ave N  
Litchfield, MN 55355

Dear Meeker County Board of Commissioners,

The Compensation and Classification Steering Committee is requesting the classification of the Courthouse Security Checkpoint Officer to a DBM rating of B23. This position had not been previously classified as it was a newly created position.

- This position is responsible for ensuring the safety of the court, court personnel, and general public by screening all persons and hand-carried items for weapons, materials, equipment, and/or contraband that may jeopardize the safety of all persons in the court facility. This position is armed and subject to MN POST Board licensing and rules.
- Additionally, this position performs all other duties as listed in the Correctional Officer job description as needed.

Please let me know if you have any questions.

A handwritten signature in black ink, appearing to read "Mikkell Johnson". The signature is stylized and cursive.

Mikkell Johnson  
Human Resources Coordinator  
Meeker County  
320-693-5203

**STATE OF MINNESOTA  
INCOME CONTRACT**

This contract is between the State of Minnesota, acting through its commissioner of corrections, Field Services Unit, 1450 Energy Park Drive, Suite 200, St. Paul, MN 55108 ("State") and Meeker County Courthouse, Level 2 325 Sibley Avenue North, Litchfield, MN 55355 ("Purchaser").

**Recitals**

1. Under Minn. Stat. § 241.278 the State is empowered to enter into income contracts.
2. The Purchaser is in need of a Sentencing to Service (STS) program for low risk offenders ordered to perform community work service.
3. The State represents that it is duly qualified and agrees to provide the services described in this contract.

**Contract**

**1 Term of Contract**

- 1.1 **Effective date:** **July 1, 2019**, or the date the State obtains all required signatures under Minnesota Statutes Section 16C.05, subdivision 2, whichever is later.
- 1.2 **Expiration date:** **June 30, 2021**, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

**2 State's Duties**

The State will:

- 2.1 Provide 1 crew leader(s) who will supervise up to 10 offenders each approximately 40 hours per week, including the hour's crew leaders spend for daily preparation and communication.
- 2.2 Submit reports to Purchaser within 60 days of the end of each quarter, which shall include the following information:
  - a. Total number of offenders served
  - b. Total number of offenders completing STS obligation
  - c. Number of offenders exiting prematurely
  - d. Total number of hours worked by STS offenders
  - e. Dollar benefit of STS labor at \$8.00 per hour and estimated market value of projects completed
  - f. Description of work completed
- 2.3 Divide the work of offender crews proportionate to funding participation between States's referred projects and Purchaser's referred projects, some of which may be performed outside the Purchaser's jurisdiction.
- 2.4 Train each work crew in safety principles and techniques relevant to the work being done.
- 2.5 Screen projects to ensure that they meet STS guidelines.

**3 Purchaser's Duties**

- 3.1 It is the Purchaser's responsibility to certify in writing to the appropriate bargaining agent that the work performed by offenders will not result in the displacement of current employees or seasonal workers to include reduction in hours, wages, or other employment benefits for all Purchaser's referred projects.
- 3.2 Obtain all necessary permits or licenses or special authority for all Purchaser's referred projects.
- 3.3 Identify non-dangerous offenders who are sentenced or authorized by the court to do community work service in lieu of a jail sentence, a fine, as a sole sanction, or eligible pursuant to other provisions in state law.

**4 Payment**

The Purchaser will pay the State for all services performed by the State under this contract as follows:

- 4.1 The total obligation of the Purchaser for all compensation and reimbursements to the State under this contract is not to exceed FY20-21 total below as its 75% share of the cost of providing a crew leader and placing the work crews into service on the STS program during the term of this agreement. The Purchaser's share of the crew leader includes time scheduled for training, vacation, sick leave and holidays. The State share of the cost is 25%.
- 4.2 Terms of payment: Payment shall be made by the Purchaser to the State. Payments are due on or before dates listed below:

Payment Due	7/30/2019	1/1/2020	7/1/2020	1/1/2021	FY20-21 Total
Amount Due	\$ 35,042.16	\$ 35,042.16	\$ 36,268.64	\$ 36,268.64	\$142,621.60

**5 Authorized Representatives**

The **State's** Authorized Representative is:  
(or his/her successor)  
Jacob McLellan  
319 E. Hwy 12  
Litchfield, MN 55355  
[Jacob.D.McLellan@state.mn.us](mailto:Jacob.D.McLellan@state.mn.us)  
320-373-6963

The **Purchaser's** Authorized Representative is:  
(or his/her successor)  
Meeker County  
Paul Virnig  
Courthouse, Level 2 325 Sibley Avenue North  
Litchfield, MN 55355  
[paul.virnig@co.meeker.mn.us](mailto:paul.virnig@co.meeker.mn.us)  
320-693-5200

**6 Amendments, Waiver, and Contract Complete**

- 6.1 *Amendments.* Any amendment to this contract must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original contract, or their successors in office.
- 6.2 *Waiver.* If the State fails to enforce any provision of this contract, that failure does not waive the provision or its right to enforce it.
- 6.3 *Contract Complete.* This contract contains all negotiations and agreements between the State and the Purchaser. No other understanding regarding this contract, whether written or oral, may be used to bind either party.

**7 Liability**

Each party will be responsible for its own acts and behavior and the results thereof.

**8 Government Data Practices**

The Purchaser must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the State under this contract. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data referred to in this clause by either the Purchaser or the State.

If the Purchaser receives a request to release the data referred to in this Clause, the Purchaser will work with the State to determine what data should be released to the requesting party.

**9 Publicity**

Any publicity regarding the subject matter of this contract must not be released without prior written approval from the State's Authorized Representative.

**10 Audit**

Under Minn. Stat. § 16C.05, subd. 5, the Purchaser's books, records, documents, and accounting procedures and practices relevant to this contract are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a total of six years.

**11 Governing Law, Jurisdiction, and Venue**

Minnesota law, without regard to its choice-of-law provisions, governs this contract. Venue for all legal proceedings out of this contract, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

**12 Termination**

Either party may terminate this agreement at any time, with or without cause, upon 30 days' written notice to the other party. In the event that either party terminates the contract, all contract costs and payments due shall be pro-rated according to the date of the termination of the contract.

**1. PURCHASER**

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

By
Signature
Print Name
Title:
Date:

By
Signature
Print Name
Title:
Date:

By
Signature
Print Name
Title:
Date:

By
Signature
Print Name
Title:
Date:

**2. STATE AGENCY (With delegated authority)**

By
Sarah Walker
Deputy Commissioner
Date

**3. COMMISSIONER OF ADMINISTRATION (As delegated to Materials Management Division)**

By
Date

## CMJTS JOINT POWERS BOARD 1984-2019 (35 Years of Service)



Barbara Chaffee, Chief Executive

A proud partner of the americanjobcenter® network

## Agenda

### *Staff Introductions*

- **Joint Powers Board (JBP) Updates**
  - New County Commissioner Assignments
  - Reminder to Counties: Assign Alternates
  - JPB Training Schedule for 2019
- **New: Minnesota Workforce System Initiative — CareerForce**
- **What's Happening in Your County: *A Focus on Business and Client Services***
  - Local Business Leaders and Clients Talk about Their Success
- **Present CMJTS Annual Reports to Counties for 2017-2018**
  - Annual Fiscal Audit—CliftonLarsonAllen (independent audit report)
  - Schedule of Insurances
  - Annual Program Performance Report (new tri-fold); complete info at [www.cmjts.org](http://www.cmjts.org)
- **Q & A**

## CMJTS Joint Powers Board Years of Service



**Chair**  
Chisago County  
Commissioner  
Rick Greene (12)



**Vice Chair**  
Kandiyohi County  
Commissioner  
Harlan Madsen (6)



**Secretary**  
Isanti County  
Commissioner  
Mike Warring (8)



**Kanabec County**  
Commissioner  
Les Nielsen (17)



**McLeod County**  
Commissioner  
Ron Shimanski (6)



**Meeker County**  
Commissioner  
Steve Schmitt (1)



A proud partner of the americanjobcenter® network

## CMJTS Joint Powers Board (cont.) Years of Service



**Mille Lacs County**  
Commissioner  
Tim Wilhelm (6)



**Pine County**  
Commissioner  
Steve Hallan (6)

**Renville County**  
Commissioner  
Greg Snow (1)



**Sherburne County**  
Commissioner  
Lisa Fobbe (2)



**Wright County**  
Commissioner  
Christine Husom (6)



**CMJTS**  
CEO  
Barbara Chaffee



A proud partner of the americanjobcenter® network

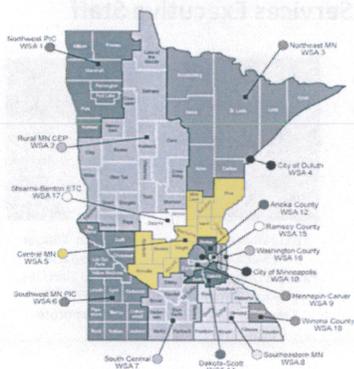
## Upcoming JPB Training Sessions

- **Legal Duties of JPB • March 2019**
  - History of Workforce Development
- **CMJTS Corporate • June 2019**
  - Chief Executive Officer
  - Finance Director
  - HR/IT Director
- **CMJTS Programs/Services • Sept. 2019**
  - WDD Division
  - Adult/DW/PA Division
  - Youth Division
- **Review Annual Fiscal Audit • December 2019**
  - Activities of Workforce Development
  - Board and Region 3 Leadership & Planning Board



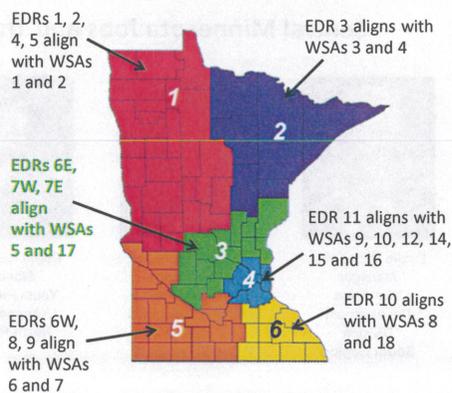
A proud partner of the americanjobcenter network

### MN Workforce Development Areas



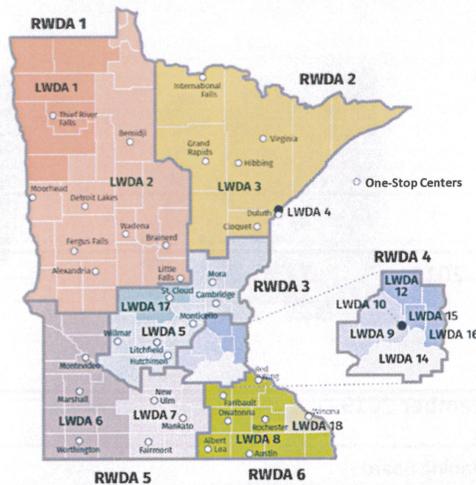
- 16 LWDA's
- 16 Directors
- 16 WDBs
- 16 Governing Units

### Minnesota Regional Planning Regions



A proud partner of the americanjobcenter network

# CareerForce™ (One-Stop Centers)\*



### CareerForce

- Hutchinson
- Litchfield
- Willmar
- Monticello
- Cambridge
- Mora

### Specialized Centers

- Olivia
- Elk River\*
- Mille Lacs\*
- Pine City
- Forest Lake



A proud partner of the americanjobcenter® network

## What is Happening in Your County?

*A Focus on Business and Client Services*

### Central Minnesota Jobs and Training Services Executive Staff



**Leslie Wojtowicz**  
*Manager*  
 Workforce Development Division  
 South Region



**Dina Wuornos**  
*Manager*  
 Public Assistance Adult & Dislocated Worker  
 Central Region



**Diana Ristamaki**  
*Manager*  
 Youth Programs Universal Team  
 North Region



**Tricia Bigaouette**  
*Director*  
 Finance Department and Economic Development  
 Corporate



**Kristin Yeager**  
*Director*  
 Human Services, EEO, IT  
 Corporate



A proud partner of the americanjobcenter® network

# Annual Fiscal Audit Tricia

- **December of each year**, the JPB reviews the Annual Fiscal Audit with Fiscal Auditors (CLA).
- **What do they review?**
  - Select federal or state-funded programs to review
  - Pull designated case files
  - Review **Internal Controls Manual**
  - Look at cost categories/budgets and the laws that govern them
  - Evaluate all fiscal processes, including vendor lists



A proud partner of the **americanjobcenter** network

# Annual Fiscal Audit

**CENTRAL MINNESOTA JOBS AND TRAINING SERVICES  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED JUNE 30, 2018**

---

*Section I – Summary of Auditors' Results*

---

**Financial Statements**

1. Type of Auditors' Report Issued: Unmodified

2. Internal Control over Financial Reporting:

- Material Weakness(es) Identified?  Yes  No
- Significant Deficiency(ies) Identified?  Yes  None reported

3. Noncompliance Material to Financial Statements Noted?  Yes  No

**Federal Awards**

1. Internal Control over Major Programs:

- Material Weakness(es) Identified?  Yes  No
- Significant Deficiency(ies) Identified?  Yes  None reported

2. Type of Auditors' Report Issued on Compliance for the Major Programs: Unmodified

3. Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?  Yes  No

Identification of major programs:

<u>CFDA Number(s)</u> 93.858	<u>Name of Federal Program or Cluster</u> TANF Cluster
---------------------------------	---

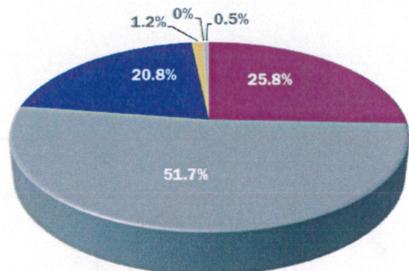
Dollar threshold used to distinguish between type A and type B programs: \$750,000

Auditee qualified as low-risk auditee?  Yes  No

**Tricia Bigaouette**  
Finance Director



## CMJTS Funding Report



■ Total State    ■ Economic Development  
■ Total Federal    ■ Fundraising  
■ Competitive    ■ Fee-for-Service

### CMJTS Reorganization Works:

- State 25.8%
- Federal 51.7%
- Competitive 20.8%
- Economic Dev. 1.2%
- Fundraising 0%
- Fee-for-Service 0.5%
- Total Competitive = 22.5%
- State & Federal = 77.5%
- Total Funding = 100%

## CMJTS Schedule of Insurances\*

Central MN Jobs & Training Services Schedule of Insurance			
<b>Policy Type:</b> Commercial Package	<b>Number:</b> 8864344333		
<b>Insurance Carrier:</b> Philadelphia Insurance	<b>Policy Term:</b> April 30, 2018-2019		
<b>Coverage:</b> Commercial Package			Limit
Business Personal Property			\$7,500,000
Deductible			\$ 500
Valuation		Replacement Cost	
Business Income			\$ 250,000
General Liability (\$2,000,000 aggregate)			\$ 1,000,000
Professional Liability (\$2,000,000 aggregate)			\$ 1,000,000
Automobile Liability			\$ 1,000,000
<b>Policy Type:</b> Workers Compensation	<b>Number:</b> 884880002474		
<b>Insurance Carrier:</b> WFF Inc. (Michigan Base Pool)	<b>Policy Term:</b> May 5, 2018-2019		
<b>Coverage:</b> Workers Compensation - MN			Statutory Limits
Employers Liability - Each Accident			\$500,000
Employers Liability - Disease (Policy Limit)			\$500,000
Employers Liability - Disease (Each Employee)			\$500,000
<b>Policy Type:</b> Commercial Umbrella	<b>Number:</b> 8812581121		
<b>Insurance Carrier:</b> Philadelphia Insurance	<b>Policy Term:</b> April 30, 2018-2019		
<b>Coverage:</b> Commercial Umbrella			Limit
Umbrella Liability			\$ 1,000,000
Self-Insured Retention			\$ 10,000
<b>Policy Type:</b> Management Liability	<b>Number:</b> 1540884		
<b>Insurance Carrier:</b> Monitor Liability	<b>Policy Term:</b> April 30, 2018-2019		
<b>Coverage:</b> Management Liability			Limit
Directors & Officers Liability - per claim/aggregate			\$ 2,000,000
Directors & Officers Liability - Deductible			\$ 2,500
Employment Practices Liability - per claim/aggregate			\$ 2,000,000
Employment Practices Liability - Deductible			\$ 5,000
<b>Policy Type:</b> Crime - Third Party	<b>Number:</b> 41800044336		
<b>Insurance Carrier:</b> The Hartford	<b>Policy Term:</b> April 30, 2018-2019		
<b>Coverage:</b> Crime - Third Party			Limit
Employee Theft - no franchise only			\$500,000
Indemnity			\$ 4,000
<b>Policy Type:</b> ERISA Bond	<b>Number:</b> 827023804		
<b>Insurance Carrier:</b> Capital Integrity	<b>Policy Term:</b> April 30, 2018-2021		
<b>Coverage:</b> ERISA Bond			Limit
Sole Limit (with violation guard)			\$225,000
<b>Policy Type:</b> Cyber	<b>Number:</b> WFF208-74723		
<b>Insurance Carrier:</b> Priority Liability	<b>Policy Term:</b> April 1, 2018-2019		
<b>Coverage:</b> Cyber			Limit
			\$1,000,000

# NEW Annual Report



2017-18  
ANNUAL REPORT



More information about CMJTS and its successes can be found at  
WWW.CMJTS.ORG Or call 800.284.7425

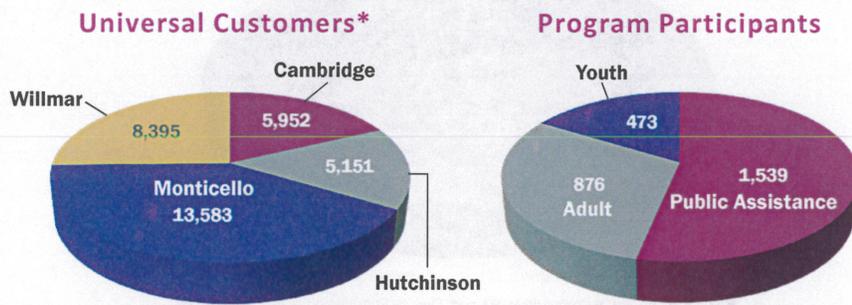
A proud partner of the americanjobcenter network



A proud partner of the americanjobcenter network

# Community Participants

CMJTS At-a-Glance



Assisted 33,081 individuals

Enrolled 2,888 individuals

\*Numbers do not include Specialized Centers.

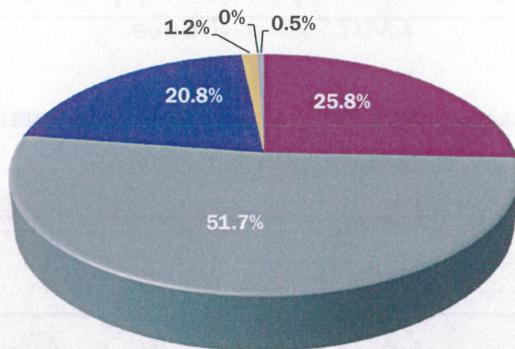


A proud partner of the americanjobcenter network

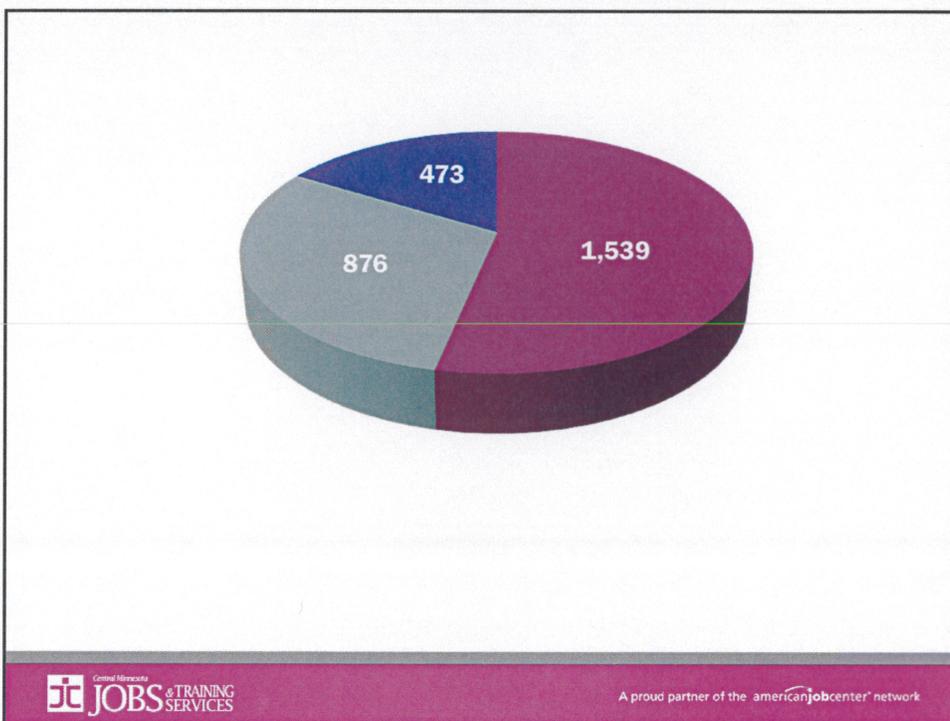
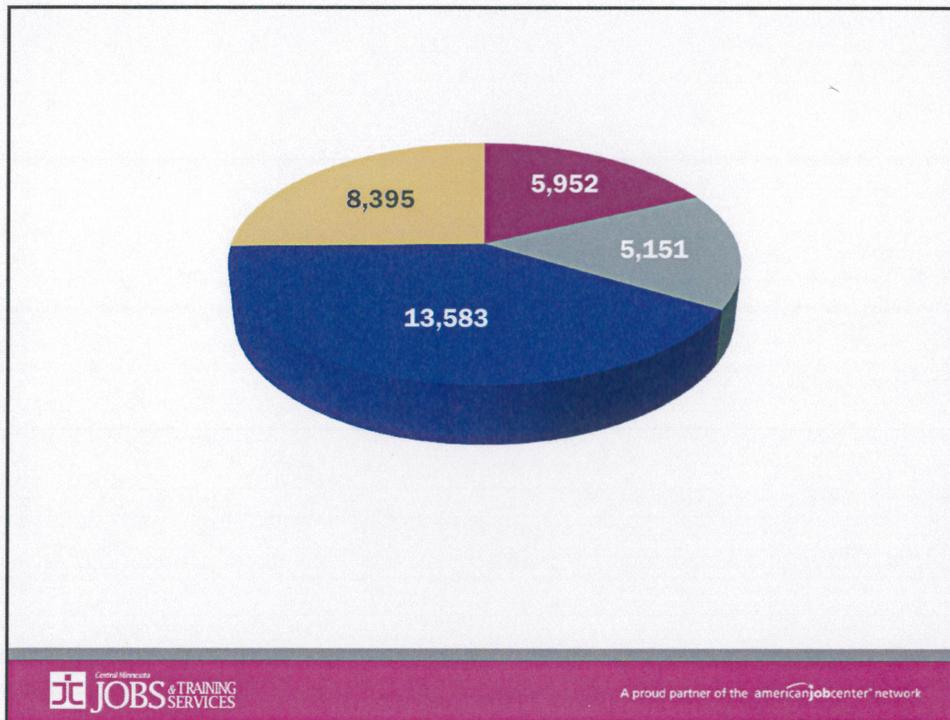
## Questions & Answers!

**To LWDA 5's 11 Counties:**  
Chisago, Isanti,  
Kanabec, Kandiyohi,  
Meeker, McLeod, Mille Lacs,  
Pine, Renville, Sherburne, and  
Wright counties

*Thank you for your outstanding  
leadership and partnership in  
workforce development!*



■ State ■ Federal ■ Competitive ■ Econ. Dev. ■ Fundraising ■ Fee-for-Service



## Year 2019 County Board of Commissioners Visits

### Agenda

1. Joint Powers Board (JPB) Updates
  - New County Commissioner Assignments
  - Reminder to Counties: Assign Alternates
  - JPB Training Schedule for 2019
2. NEW: Minnesota Workforce System Initiative: CareerForce
3. What's Happening in Your County: *A Focus on Business and Client Services*
  - Local Business Leaders and Clients Talk about Their Success
4. Present 2018-2019 CMJTS Annual Reports to Counties
  - Annual Fiscal Audit—CliftonLarsonAllen (independent audit report)
  - Schedule of Insurances
  - Annual Program Performance Report (new tri-fold); complete info at [www.cmjts.org](http://www.cmjts.org)
5. Q & A

#### Administrative Office

**Monticello**  
406 East 7<sup>th</sup> Street, P.O. Box 720  
Monticello, MN 55362-0720  
763.271.3700  
763.271.3742 (TTY)

#### Branch Offices

**Cambridge**  
140 Buchanan Street, Suite 152  
Cambridge, MN 55008  
763.279.4492

**Elk River**  
Sherburne County Gov't Center,  
Room 2321  
13880 Business Center Drive NW  
Elk River, MN 55330  
763.765.3032

**Forest Lake**  
19955 Forest Road N  
Forest Lake, MN 55025  
651.275.7247

**Hutchinson**  
Ridgewater College  
2 Century Avenue SE  
Hutchinson, MN 55350  
320.587.4740

**Litchfield**  
114 N. Holcombe Avenue, Suite 170  
Litchfield, MN 55355  
320.593.1056

**Milaca**  
155 2<sup>nd</sup> Avenue SW, Suite 102  
Milaca, MN 56353  
800.284.7425

**Mora**  
903 East Forest Avenue  
Mora, MN 55051  
320.679.6484

**Olivia**  
Renville County Government Center  
105 South 5<sup>th</sup> Street, Suite 203H  
Olivia, MN 56277  
320.523.3525

**Pine City**  
Pine Technical College  
900 Fourth Street SE  
Pine City, MN 55063  
320.629.4555

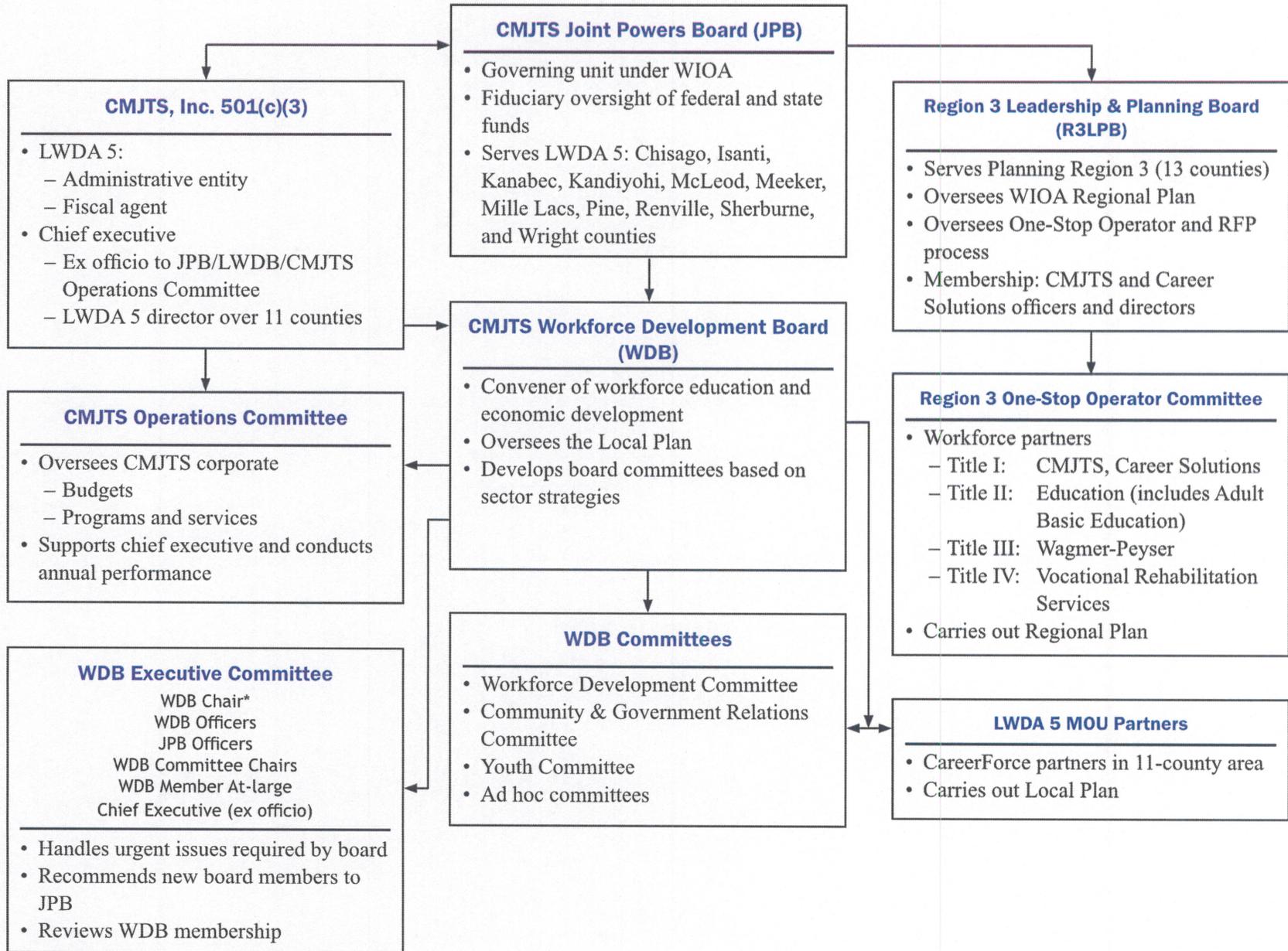
**Willmar**  
Ridgewater College  
Student Services Building, A123B/A123C  
2101 15<sup>th</sup> Avenue NW  
Willmar, MN 56201  
800.284.7425

[www.cmjts.org](http://www.cmjts.org)

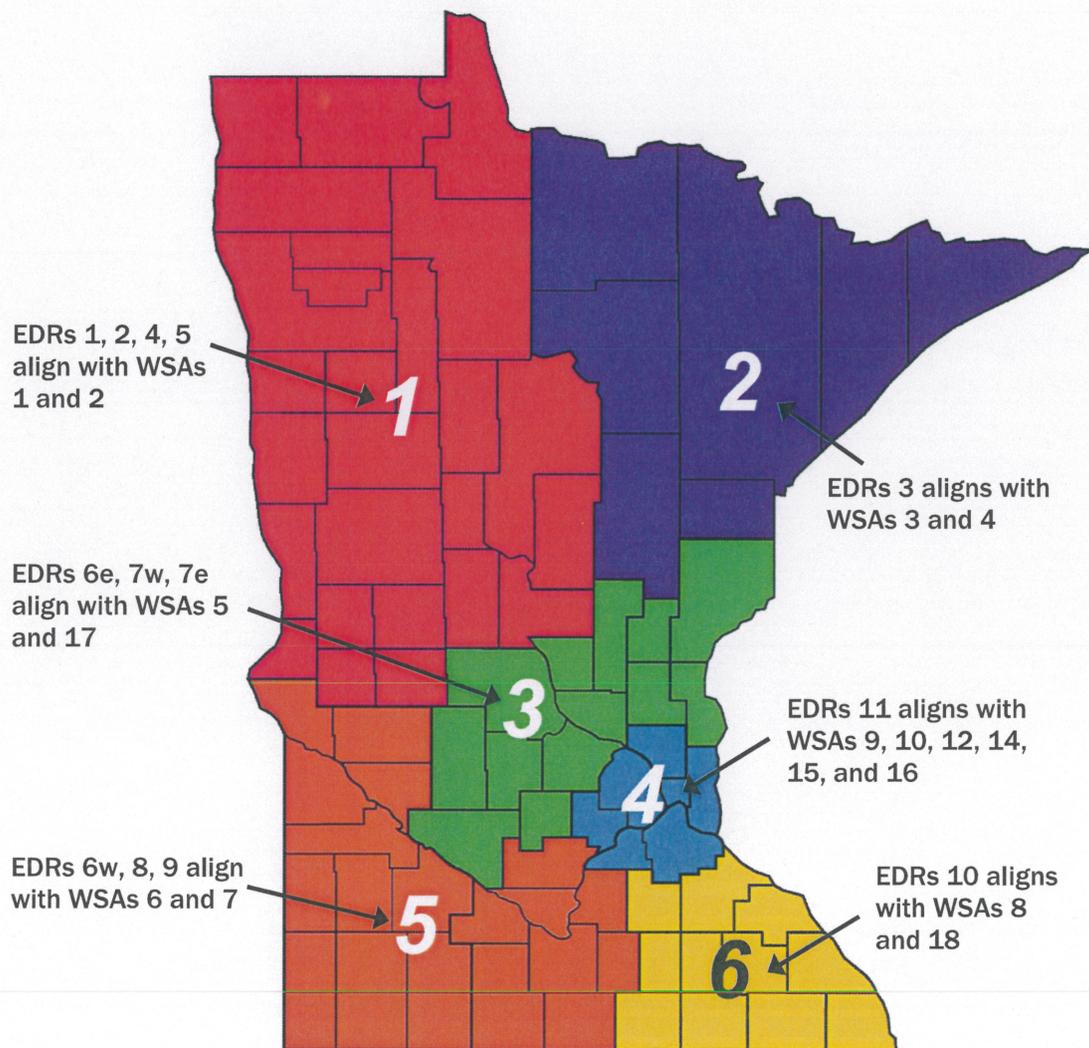


Equal Opportunity Employer  
and Program Provider

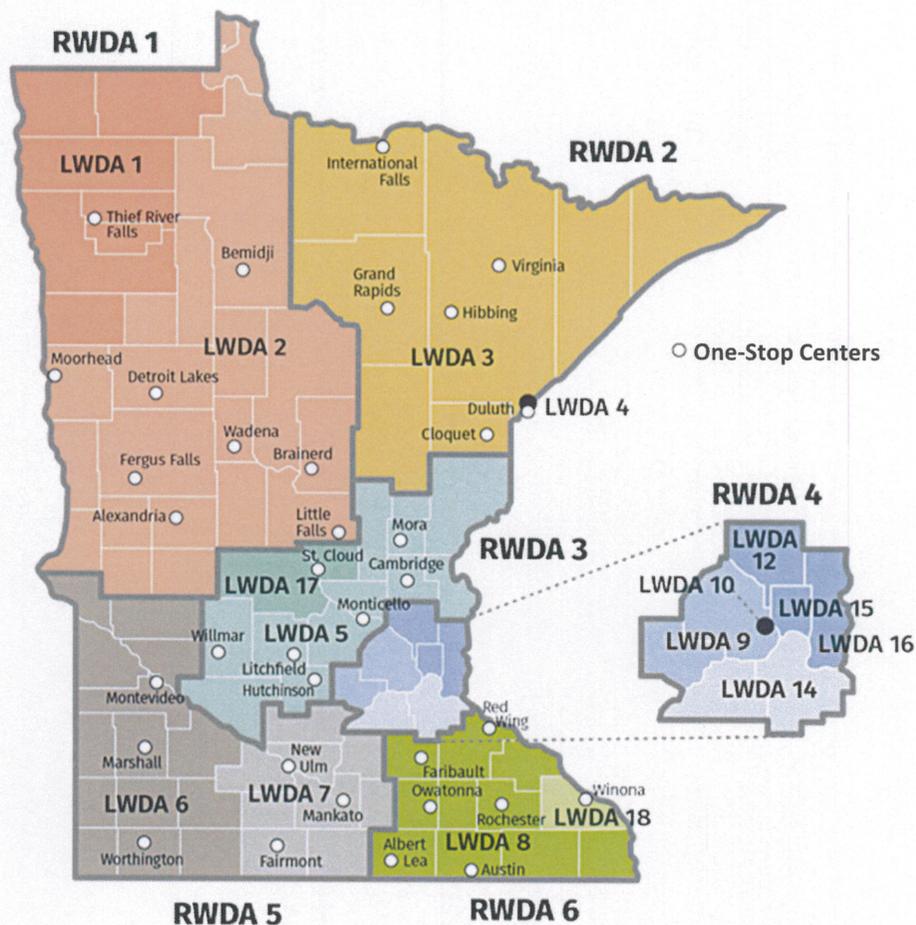
# Central Minnesota Jobs and Training Services, Inc. (CMJTS) Governance Organizational Chart



# Minnesota's Regional Planning Areas



# CareerForce™ (One-Stop Centers)\*



## CareerForce

- Hutchinson
- Litchfield
- Willmar
- Monticello
- Cambridge
- Mora

## Specialized Centers

- Olivia
- Elk River\*
- Mille Lacs\*
- Pine City
- Forest Lake

**CENTRAL MINNESOTA JOBS AND TRAINING SERVICES**

**FINANCIAL STATEMENTS AND  
SUPPLEMENTARY INFORMATION**

**YEARS ENDED JUNE 30, 2018 AND 2017**

**CENTRAL MINNESOTA JOBS AND TRAINING SERVICES  
TABLE OF CONTENTS  
YEARS ENDED JUNE 30, 2018 AND 2017**

<b>INDEPENDENT AUDITORS' REPORT</b>	<b>1</b>
<b>FINANCIAL STATEMENTS</b>	
<b>STATEMENTS OF FINANCIAL POSITION</b>	<b>3</b>
<b>STATEMENTS OF ACTIVITIES</b>	<b>4</b>
<b>STATEMENTS OF FUNCTIONAL EXPENSES</b>	<b>5</b>
<b>STATEMENTS OF CASH FLOWS</b>	<b>7</b>
<b>NOTES TO FINANCIAL STATEMENTS</b>	<b>8</b>
<b>INDEPENDENT AUDITORS' REPORT ON SUPPLEMENTARY INFORMATION</b>	<b>14</b>
<b>SUPPLEMENTARY INFORMATION</b>	
<b>SUPPLEMENTARY COMBINING STATEMENT OF FINANCIAL POSITION—     ALL UNRESTRICTED FUNDS</b>	<b>15</b>
<b>SUPPLEMENTARY COMBINING STATEMENT OF ACTIVITIES—ALL     UNRESTRICTED FUNDS</b>	<b>18</b>
<b>INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH <i>GOVERNMENT AUDITING STANDARDS</i></b>	<b>21</b>
<b>INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM AND REPORT ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE</b>	<b>23</b>
<b>SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS</b>	<b>25</b>
<b>NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS</b>	<b>26</b>
<b>SCHEDULE OF FINDINGS AND QUESTIONED COSTS</b>	<b>27</b>



CliftonLarsonAllen

CliftonLarsonAllen LLP  
CLAAconnect.com

## INDEPENDENT AUDITORS' REPORT

Board of Directors  
Central Minnesota Jobs and Training Services  
Monticello, Minnesota

### **Report on the Financial Statements**

We have audited the accompanying financial statements of Central Minnesota Jobs and Training Services (the Organization), which comprise the statements of financial position as of June 30, 2018 and 2017, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### ***Auditors' Responsibility***

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audits to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

**Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Central Minnesota Jobs and Training Services as of June 30, 2018 and 2017, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

**Other Matters**

*Other Information – Schedule of Expenditures of Federal Awards*

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The schedule of expenditures of federal awards, as required by Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, is presented for purposes of additional analysis and is not a required part of the basic financial statements. The schedule of expenditures of federal awards is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

**Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated December 14, 2018, on our consideration of Central Minnesota Jobs and Training Services' internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to solely describe the scope of our testing of internal control over financial reporting and compliance and the result of that testing, and not to provide an opinion on the effectiveness of Central Minnesota Jobs and Training Services' internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Central Minnesota Jobs and Training Services' internal control over financial reporting and compliance.



**CliftonLarsonAllen LLP**

St. Cloud, Minnesota  
December 14, 2018

**CENTRAL MINNESOTA JOBS AND TRAINING SERVICES**  
**STATEMENTS OF FINANCIAL POSITION**  
**JUNE 30, 2018 AND 2017**

<b>ASSETS</b>	2018	2017
<b>CURRENT ASSETS</b>		
Cash and Cash Equivalents	\$ 189,820	\$ 254,765
Receivables:		
Grants	327,451	428,003
Other	107,492	193,083
Prepaid Assets	69,154	107,968
Total Current Assets	693,917	983,819
<b>LONG-TERM ASSETS</b>		
Lease Receivable	-	16,558
<b>PROPERTY AND EQUIPMENT</b>		
Equipment	465,223	465,223
Leasehold Improvements	232,256	232,256
Total Property and Equipment	697,479	697,479
Less: Accumulated Depreciation	657,638	624,869
Net Property and Equipment	39,841	72,610
Total Assets	\$ 733,758	\$ 1,072,987
<b>LIABILITIES AND NET ASSETS</b>		
<b>CURRENT LIABILITIES</b>		
Contracts and Accounts Payable	\$ 138,696	\$ 181,242
Accrued Expenses	208,933	283,737
Deferred Revenue	244,639	227,311
Total Current Liabilities	592,268	692,290
<b>LONG-TERM LIABILITIES</b>		
Deferred Lease Payable	149,256	142,616
<b>CONTINGENCIES</b>		
<b>UNRESTRICTED NET ASSETS</b>		
	(7,766)	238,081
Total Liabilities and Net Assets	\$ 733,758	\$ 1,072,987

See accompanying Notes to Financial Statements.

**CENTRAL MINNESOTA JOBS AND TRAINING SERVICES  
STATEMENTS OF ACTIVITIES  
YEARS ENDED JUNE 30, 2018 AND 2017**

	2018	2017
<b>REVENUES</b>		
Grant Revenues	\$ 5,892,841	\$ 7,008,874
Sub-Grantee Pass-Through	23,944	33,650
Other Income	516,624	997,938
Total Revenues	6,433,409	8,040,462
<b>EXPENSES</b>		
State of Minnesota:		
Dislocated Worker	1,021,841	1,327,005
Hutchinson Technologies	13,512	81,727
Other Adult Projects	222,868	172,737
Youthbuild	444,361	661,758
Diversionary Work Program (DWP)	252,933	264,334
Supplemental Nutrition Assistance Program (SNAP)	-	2,252
DEI Adult Career Pathways	193,094	342,823
WIOA Adult	668,357	820,000
WIOA Dislocated Worker	521,025	287,025
Senior Services America (SSA)	122,055	671,375
Other Adult Projects	-	669,765
WIOA Youth	665,382	564,034
Other Youth Projects	267,203	38,531
Minnesota Family Investment Program (MFIP)	1,179,859	1,116,161
Supplemental Nutrition Assistance Program (SNAP)	93,935	132,960
US EDA Comprehensive Economic Development Strategy	17,203	32,797
Sub-Grantee Pass-Through	23,944	33,650
Rural Career Counselor	161,600	76,942
Walmart - Retail Genius	277,408	407,039
General Operations	417,660	300,244
Unrestricted	57,967	34,236
Capital Lease Payments	-	(7,568)
Otto Bremer Foundation	21,709	-
Depreciation Expense	32,769	38,840
Total Expenses	6,676,685	8,068,667
<b>CHANGE IN NET ASSETS</b>	(243,276)	(28,205)
Net Assets - Beginning of Year	238,081	266,286
<b>NET ASSETS - END OF YEAR</b>	\$ (5,195)	\$ 238,081

See accompanying Notes to Financial Statements.

**CENTRAL MINNESOTA JOBS AND TRAINING SERVICES  
STATEMENT OF FUNCTIONAL EXPENSES  
YEAR ENDED JUNE 30, 2018**

	Program Services	Administrative	Fundraising	Total Functional Expenses
Participant Training	\$ 1,253,876	\$ -	\$ -	\$ 1,253,876
Participant Support	283,795	-	-	283,795
Salaries	2,825,058	359,966	-	3,185,024
Benefits	884,474	151,638	-	1,036,112
Postage	12,510	3,595	-	16,105
Supplies	21,925	1,521	-	23,446
Printing	30,738	9,304	-	40,042
Communication	66,080	7,664	-	73,744
Professional Fees	-	36,825	-	36,825
Equipment and Software	1,582	422	-	2,004
Space Rental	365,051	20,260	-	385,311
Subscriptions/Memberships	40,785	8,331	-	49,116
Staff Travel	76,089	5,195	-	81,284
Board Expense	-	18,782	-	18,782
Insurance	23,748	912	-	24,660
Staff Training	5,725	817	-	6,542
Maintenance	2,893	207	-	3,100
Outreach	3,048	275	-	3,323
Contractors	47,507	6,768	-	54,275
Program Materials	22,281	305	-	22,586
Bank Charges	134	4,445	-	4,579
Sub-Grantee Pass-Through	41,956	-	-	41,956
Depreciation	14,091	18,678	-	32,769
<b>Total Expenses</b>	<b>\$ 6,023,346</b>	<b>\$ 655,910</b>	<b>\$ -</b>	<b>\$ 6,679,256</b>

See accompanying Notes to Financial Statements.

**CENTRAL MINNESOTA JOBS AND TRAINING SERVICES**  
**STATEMENT OF FUNCTIONAL EXPENSES**  
**YEAR ENDED JUNE 30, 2017**

	Program Services	Administrative	Fundraising	Total Functional Expenses
Participant Training	\$ 1,393,530	\$ -	\$ -	\$ 1,393,530
Participant Support	386,052	-	-	386,052
Salaries	3,660,035	437,923	-	4,097,958
Benefits	1,012,191	151,993	-	1,164,184
Postage	15,385	4,314	-	19,699
Supplies	30,000	3,705	-	33,705
Printing	37,611	11,098	-	48,709
Communication	82,540	9,255	-	91,795
Professional Fees	-	31,224	-	31,224
Equipment and Software	188	1,080	-	1,268
Space Rental	372,350	27,795	-	400,145
Subscriptions/Memberships	39,780	8,587	-	48,367
Staff Travel	101,263	6,193	-	107,456
Board Expense	-	35,345	-	35,345
Insurance	19,289	3,242	-	22,531
Staff Training	1,480	3,660	-	5,140
Maintenance	3,559	348	-	3,907
Outreach	6,540	10	-	6,550
Contractors	41,615	5,747	-	47,362
Program Materials	30,066	305	-	30,371
Bank Charges	753	3,042	-	3,795
Sub-Grantee Pass-Through	50,734	-	-	50,734
Depreciation	16,701	22,139	-	38,840
<b>Total Expenses</b>	<b>\$ 7,301,662</b>	<b>\$ 767,005</b>	<b>\$ -</b>	<b>\$ 8,068,667</b>

See accompanying Notes to Financial Statements.

**CENTRAL MINNESOTA JOBS AND TRAINING SERVICES  
STATEMENTS OF CASH FLOWS  
YEARS ENDED JUNE 30, 2018 AND 2017**

	2018	2017
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Cash Received from Grantors and Customers	\$ 6,136,814	\$ 7,007,112
Cash Paid to Suppliers and Employees	(6,715,812)	(7,920,054)
Other Income Received	516,624	997,938
Net Cash Provided (Used) by Operating Activities	(62,374)	84,996
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>		
Payments on Capital Lease	-	(7,568)
<b>NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS</b>	(62,374)	77,428
Cash and Cash Equivalents - Beginning of Year	254,765	177,337
<b>CASH AND CASH EQUIVALENTS - END OF YEAR</b>	\$ 192,391	\$ 254,765
<b>RECONCILIATION OF CHANGE IN NET ASSETS TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES</b>		
Change in Net Assets	\$ (243,276)	\$ (28,205)
Adjustments to Reconcile Change in Net Assets to Net Cash Provided (Used) by Operating Activities:		
Depreciation	32,769	38,840
(Increase) Decrease in Grants Receivable	100,552	(7,048)
(Increase) Decrease in Other Receivables	85,591	(128,089)
Decrease in Long-Term Lease Receivable	16,558	12,610
(Increase) Decrease in Prepaid Expenses	38,814	(28,624)
Increase (Decrease) in Contracts and Accounts Payable	(42,546)	117,666
Increase (Decrease) in Accrued Expenses	(74,804)	16,088
Increase (Decrease) in Deferred Lease Payable	6,640	4,643
Increase in Deferred Revenue	17,328	87,115
Net Cash Provided (Used) by Operating Activities	\$ (62,374)	\$ 84,996

See accompanying Notes to Financial Statements.

**CENTRAL MINNESOTA JOBS AND TRAINING SERVICES**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2018 AND 2017**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Central Minnesota Jobs and Training Services (the Organization) is a nonprofit corporation which serves as one of 16 Minnesota Workforce Service Areas (WSA) within the meaning of the Workforce Investment Act of 1998.

The Workforce Innovation and Opportunity Act (WIOA) provides funds to states to establish programs to prepare youth, adults, and dislocated workers for entry or reentry into the labor force. WIOA provides employers, job seekers, and universal (noneligibility based) customers with access to labor market information. It also provides training, job counseling and exploration, skill assessment and supportive services to targeted individuals who have barriers to employment.

The 21-member Workforce Investment Board is represented by private industry, education, organized labor, economic development, public employment, rehabilitation services, public assistance, and community based organizations of the 11 county area encompassing Chisago, Isanti, Kanabec, Kandiyohi, McLeod, Meeker, Mille Lacs, Pine, Renville, Sherburne, and Wright counties of Minnesota. Central Minnesota Jobs and Training Services provide policy guidance for and oversight with respect to activities under the service plan developed for its WSA in cooperation with elected officials as directed by WIOA. The Organization contracts and subgrants the services of the program.

**Basis of Presentation**

The Organization follows financial statements of nonprofit organizations standards. Under these standards, the Organization is required to report information regarding its financial position and activities according to three classes of net assets:

Unrestricted – Resources over which the board of directors has discretionary control. Designated amounts represent those revenues which the board has set aside for a particular purpose. The Organization had only unrestricted net assets at June 30, 2018 and 2017.

Temporarily Restricted – Those resources subject to donor-imposed restrictions which will be satisfied by actions of Central Minnesota Jobs and Training Services or passage of time.

Permanently Restricted – Those resources subject to a donor-imposed restriction that they be maintained permanently by Central Minnesota Jobs and Training Services. The donors of these resources typically would then permit Central Minnesota Jobs and Training Services to use all or part of the income earned, including capital appreciation, for unrestricted or temporarily restricted purposes.

**Cash and Cash Equivalents**

The Organization considers all cash accounts and all highly liquid debt instruments purchased with an original maturity of three months or less to be cash equivalents.

**CENTRAL MINNESOTA JOBS AND TRAINING SERVICES**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2018 AND 2017**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**Use of Estimates**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements. Estimates also affect the reported amounts of revenue and expense during the reporting period. Actual results could differ from those estimates.

**Income Taxes**

The Organization is exempt from federal and state income taxes as a private nonprofit corporation under Section 501(c)(3) of the Internal Revenue Code. The Organization is not a private organization and contributions to the Organization qualify as a charitable tax deduction by the contributor. It is the policy of the Organization, in accordance with accounting principles generally accepted in the United States of America, to assess any uncertain tax provisions and, if necessary, record a tax asset or liability, and the related income tax expense, for any uncertain tax provisions. The Organization does not have any uncertain tax positions or unrelated business income.

The Organization files as a tax-exempt organization, should that status be challenged in the future, all years since inception would be subject to review by the Internal Revenue Service.

**Property and Equipment**

Additions and improvements to property and equipment are capitalized at cost, while maintenance and repair expenditures which do not improve or extend the life of the respective assets are charged to operations as incurred.

It is the Organization's policy to capitalize property and equipment that has a unit cost equal to or greater than \$3,000.

Leasehold improvements are estimated to have 10-year lives. All equipment is depreciated over lives ranging from 3 to 10 years. Depreciation is provided over the estimated useful lives of the assets or over the lease term, on the straight-line method.

Acquired equipment is owned by the Organization while it is used in the program for which it was purchased or in other future authorized programs. However, the funding sources have a reversionary interest in the equipment purchased with grant funds. Dispositions, as well as the ownership of any proceeds there from, are subject to funding source regulations.

**Government Grants and Contracts**

Government grants and contract funds are recorded as revenue when earned. Revenue is earned when eligible expenditures, as defined in each grant or contract, are made. Funds received but not yet earned are shown as deferred revenue. Grant amounts awarded, but not yet received, are reported as grants receivable. No allowance for bad debts is deemed necessary at June 30, 2018 and 2017.

**CENTRAL MINNESOTA JOBS AND TRAINING SERVICES  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2018 AND 2017**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**Leases**

The Organization has operating leases in which the lease payments and lease receipts are on an escalating basis. The expense and income related to these leases are recognized on a straight-line basis over the lease term. As a result, the difference in the straight-line and escalating amounts of lease income is recorded as a lease receivable and the difference in the lease expense is recorded as a lease payable.

**Cost Allocation Plan**

It is the Organization's policy to direct charge all costs that can be directly charged to the grant program. For those indirect costs which are benefiting more than one program, whether administrative or program, distributions are established to allocate those amounts based on the benefit received by each program.

**Advertising Costs**

Advertising costs are expensed when incurred. Advertising costs were \$2,107 and \$4,057 for the years ended June 30, 2018 and 2017, respectively.

**Functional Expenses**

The Organization allocates its expenses on a functional basis among its various programs and support services. Expenses that can be identified with a specific program and support service are allocated directly according to their natural expenditure classification. Other expenses that are common to several functions are allocated by various statistical bases.

**Subsequent Events**

In preparing these financial statements, the Organization has evaluated events and transactions for potential recognition or disclosure through December 14, 2018, the date the financial statements were available to be issued.

**NOTE 2 CONCENTRATIONS**

At times, cash balances may be in excess of the Federal Deposit Insurance Corporation (FDIC) limit. Excess amounts are swept into treasury bills on a daily basis by the financial institutions to mitigate any losses.

During the years ended June 30, 2018 and 2017, concentrations of revenue consisted in the following programs:

<u>Name of Program</u>	<u>Percent of Total Revenue</u>	
	<u>2018</u>	<u>2017</u>
State Dislocated Worker	16 %	17 %
WIOA Cluster	29	21
MFIP/DWP	22	17

**CENTRAL MINNESOTA JOBS AND TRAINING SERVICES  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2018 AND 2017**

**NOTE 3 GRANTS RECEIVABLE**

<u>Due From</u>	<u>2018</u>	<u>2017</u>
Senior Services of America	\$ -	\$ 40,919
RC3	6,002	25,539
US EDA Comprehensive Economic Development Strategy	-	14,315
WIOA Youth	102,656	31,394
Adult - Other Grants	4,248	65,607
Youth - Other Grants	25,494	3,789
Minnesota Family Investment Project	154,841	137,550
Diversionary Work Program	-	19,022
Retail Genius	1,663	62,296
SNAP	27,104	27,572
Regional Planning	5,443	-
Total	<u>\$ 327,451</u>	<u>\$ 428,003</u>

**NOTE 4 CHANGES IN PROPERTY AND EQUIPMENT**

<u>Changes in Fixed Assets</u>	<u>Property and Equipment</u>	<u>Accumulated Depreciation</u>
Balance July 1, 2017	\$ 697,479	\$ 624,869
Additions	-	32,769
Disposals	-	-
Balance June 30, 2018	<u>\$ 697,479</u>	<u>\$ 657,638</u>
<u>Changes in Fixed Assets</u>	<u>Property and Equipment</u>	<u>Accumulated Depreciation</u>
Balance July 1, 2016	\$ 697,479	\$ 586,029
Additions	-	38,840
Disposals	-	-
Balance June 30, 2017	<u>\$ 697,479</u>	<u>\$ 624,869</u>

**NOTE 5 LINE OF CREDIT**

The Organization has a line of credit with Riverwood Bank which extends through April 2020. The maximum amount of credit available is \$200,000. Interest accrues on the outstanding balance at 6.25%. The line of credit is secured by the assets of the Organization. There were no amounts outstanding as of June 30, 2018 and 2017.

**CENTRAL MINNESOTA JOBS AND TRAINING SERVICES  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2018 AND 2017**

**NOTE 6 OBLIGATIONS UNDER OPERATING LEASES**

The Organization has leases for office space and equipment requiring monthly payments of approximately \$32,000. The lease terms expire September 2018 through September 2025. Rent expense for the years ended June 30, 2018 and 2017 was \$385,311 and \$400,145, respectively. Future lease payment commitments are as follows:

<u>Year Ending June 30,</u>	<u>Amount</u>
2019	\$ 400,789
2020	387,012
2021	392,760
2022	335,707
2023	335,970
Thereafter	687,076
Total	<u>\$ 2,539,314</u>

The Organization subleases a portion of its office space. Monthly rental income is approximately \$5,500. The sublease agreements expire through September 2025. Lease payments received were \$65,690 and \$138,031 for the years ended June 30, 2018 and 2017, respectively. Future minimum sublease rentals to be received are:

<u>Year Ending June 30,</u>	<u>Amount</u>
2019	\$ 66,849
2020	68,028
2021	69,196
2022	55,595
2023	56,434
Thereafter	129,999
Total	<u>\$ 446,101</u>

**NOTE 7 RETIREMENT PLAN**

The Organization offers a 403(B) retirement plan to its employees. The Plan covers all regular (nontemporary) employees. Under the Plan, the contribution equals 6% of eligible compensation. Employer contributions made for the years ended June 30, 2018 and 2017 were \$168,058 and \$188,569, respectively.

**CENTRAL MINNESOTA JOBS AND TRAINING SERVICES**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2018 AND 2017**

**NOTE 8 CONTINGENT LIABILITIES**

The Organization participates in a number of federal, state, and county assisted grant programs. These programs are subject to program compliance audits by the grantors or their representatives. Compliance issues raised from a program compliance audit could result in grant dollars being returned or reduced.

Under the terms of the Organization's reimbursable government contracts and grants, the Organization is entitled to the reimbursement of direct and indirect costs incurred. All direct expenses and overhead rates charged under the Organization's government contracts and grants are subject to audit by the cognizant government agency. Questioned costs that may arise from a government agency audit are unknown at this time. Any contract adjustment determined by subsequent review will be accounted for in the period determined.

**NOTE 9 SERVICE PROVIDERS**

The Organization relies on various agencies and organizations, through sub-grantee agreements, to provide a variety of services to the eligible participants in its programs. The diversity of those providing service eliminates any over reliance on any one provider.



**CliftonLarsonAllen**

CliftonLarsonAllen LLP  
CLAconnect.com

**INDEPENDENT AUDITORS' REPORT  
ON SUPPLEMENTARY INFORMATION**

Board of Directors  
Central Minnesota Jobs and Training Services  
Monticello, Minnesota

We have audited the financial statements of Central Minnesota Jobs and Training Services as of and for the year ended June 30, 2018, and our report thereon dated December 14, 2018, which expressed an unmodified opinion on those financial statements, appears on page 1. Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The supplementary information on pages 15 through 20, which is the responsibility of management, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information has not been subjected to the auditing procedures applied in the audit of the financial statements, and, accordingly, we do not express an opinion or provide any assurance on it.

*CliftonLarsonAllen LLP*

**CliftonLarsonAllen LLP**

St. Cloud, Minnesota  
December 14, 2018

**CENTRAL MINNESOTA JOBS AND TRAINING SERVICES**  
**SUPPLEMENTARY COMBINING STATEMENT OF FINANCIAL POSITION**  
**ALL UNRESTRICTED FUNDS**  
**JUNE 30, 2018**  
(SEE INDEPENDENT AUDITORS' REPORT ON SUPPLEMENTARY INFORMATION  
(UNAUDITED))

<b>ASSETS</b>	Other Youth Projects	WIOA Adult	WIOA Dislocated Workers	State Dislocated Workers	Other Adult Projects
<b>CURRENT ASSETS</b>					
Cash and Cash Equivalents	\$ 10,462	\$ 45,214	\$ 58,694	\$ 79,775	\$ 69,478
Receivables:					
Grants	25,494	-	-	-	4,248
Other	3,450	-	-	-	-
Prepaid Assets	-	-	-	-	-
Total Current Assets	<u>39,406</u>	<u>45,214</u>	<u>58,694</u>	<u>79,775</u>	<u>73,726</u>
<b>PROPERTY AND EQUIPMENT</b>					
Equipment	-	-	-	-	-
Leasehold Improvements	-	-	-	-	-
Total Property and Equipment	-	-	-	-	-
Less: Accumulated Depreciation	-	-	-	-	-
Net Property and Equipment	-	-	-	-	-
 Total Assets	 <u>\$ 39,406</u>	 <u>\$ 45,214</u>	 <u>\$ 58,694</u>	 <u>\$ 79,775</u>	 <u>\$ 73,726</u>
<b>LIABILITIES AND NET ASSETS</b>					
<b>CURRENT LIABILITIES</b>					
Contracts and Accounts Payable	\$ 526	\$ 13,337	\$ 20,730	\$ 32,384	\$ 30,028
Accrued Expenses	-	-	-	-	-
Deferred Revenue	38,880	31,877	37,964	47,391	43,698
Total Current Liabilities	<u>39,406</u>	<u>45,214</u>	<u>58,694</u>	<u>79,775</u>	<u>73,726</u>
<b>LONG-TERM LIABILITIES</b>					
Deferred Lease Payable	-	-	-	-	-
<b>UNRESTRICTED NET ASSETS</b>					
 Total Liabilities and Net Assets	 <u>\$ 39,406</u>	 <u>\$ 45,214</u>	 <u>\$ 58,694</u>	 <u>\$ 79,775</u>	 <u>\$ 73,726</u>

**CENTRAL MINNESOTA JOBS AND TRAINING SERVICES**  
**SUPPLEMENTARY COMBINING STATEMENT OF FINANCIAL POSITION**  
**ALL UNRESTRICTED FUNDS (CONTINUED)**  
**JUNE 30, 2018**  
(SEE INDEPENDENT AUDITORS' REPORT ON SUPPLEMENTARY INFORMATION  
(UNAUDITED))

Retail Genius	RC3	RC3	HTI Project II	Otto Bremer	Regional Planning JSPB	WIOA Youth	MYP
\$ (1,111)	\$ 4,096	\$ 4,132	\$ 11,361	\$ 18,291	\$ (6,473)	\$ (92,067)	\$ 17,429
1,663	3,693	2,309	-	-	6,484	102,656	-
-	-	-	-	-	-	665	243
-	-	-	-	-	-	-	-
<u>552</u>	<u>7,789</u>	<u>6,441</u>	<u>11,361</u>	<u>18,291</u>	<u>12</u>	<u>11,254</u>	<u>17,672</u>
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
<u>\$ 552</u>	<u>\$ 7,789</u>	<u>\$ 6,441</u>	<u>\$ 11,361</u>	<u>\$ 18,291</u>	<u>\$ 12</u>	<u>\$ 11,254</u>	<u>\$ 17,672</u>
\$ 552	\$ 7,789	\$ 6,441	\$ -	\$ -	\$ 12	\$ 7,649	\$ 1,981
-	-	-	-	-	-	-	-
-	-	-	11,361	18,291	-	-	15,691
<u>552</u>	<u>7,789</u>	<u>6,441</u>	<u>11,361</u>	<u>18,291</u>	<u>12</u>	<u>7,649</u>	<u>17,672</u>
-	-	-	-	-	-	-	-
-	-	-	-	-	-	3,605	-
<u>\$ 552</u>	<u>\$ 7,789</u>	<u>\$ 6,441</u>	<u>\$ 11,361</u>	<u>\$ 18,291</u>	<u>\$ 12</u>	<u>\$ 11,254</u>	<u>\$ 17,672</u>

**CENTRAL MINNESOTA JOBS AND TRAINING SERVICES  
SUPPLEMENTARY COMBINING STATEMENT OF FINANCIAL POSITION  
ALL UNRESTRICTED FUNDS (CONTINUED)  
JUNE 30, 2018  
(SEE INDEPENDENT AUDITORS' REPORT ON SUPPLEMENTARY INFORMATION  
(UNAUDITED))**

<u>Youthbuild</u>	<u>MFIP/ DWP</u>	<u>SNAP McLeod</u>	<u>Other</u>	<u>Total</u>
\$ 4,578	\$ (239,071)	\$ (27,077)	\$ 232,109	\$ 189,820
-	154,841	27,104	(1,041)	327,451
-	90,376	-	12,758	107,492
-	-	-	69,154	69,154
<u>4,578</u>	<u>6,146</u>	<u>27</u>	<u>312,980</u>	<u>693,917</u>
-	-	-	465,223	465,223
-	-	-	232,256	232,256
-	-	-	697,479	697,479
-	-	-	657,638	657,638
-	-	-	39,841	39,841
<u>\$ 4,578</u>	<u>\$ 6,146</u>	<u>\$ 27</u>	<u>\$ 352,821</u>	<u>\$ 733,758</u>
\$ 4,578	\$ 6,146	\$ 27	\$ 6,516	\$ 138,696
-	-	-	208,933	208,933
-	-	-	(514)	244,639
<u>4,578</u>	<u>6,146</u>	<u>27</u>	<u>214,935</u>	<u>592,268</u>
-	-	-	149,256	149,256
-	-	-	(11,371)	(7,766)
<u>\$ 4,578</u>	<u>\$ 6,146</u>	<u>\$ 27</u>	<u>\$ 352,821</u>	<u>\$ 733,758</u>

**CENTRAL MINNESOTA JOBS AND TRAINING SERVICES**  
**SUPPLEMENTARY COMBINING STATEMENT OF ACTIVITIES**  
**ALL UNRESTRICTED FUNDS**  
**JUNE 30, 2018**  
(SEE INDEPENDENT AUDITORS' REPORT ON SUPPLEMENTARY INFORMATION  
(UNAUDITED))

	Other Youth Projects	WIOA Adult	WIOA Dislocated Workers	State Dislocated Workers	Senior Services
<b>REVENUES</b>					
Government Grants:					
Federal Pass-Through	\$ 71,658	\$ 668,357	\$ 521,025	\$ -	\$ 122,055
Federal	-	-	-	-	-
State	-	-	-	1,021,841	-
Sub Grantee Pass-Through	-	-	-	-	-
Contributions and Donations	-	-	-	-	-
Other Revenue	4,137	-	-	-	-
Total Revenues	<u>75,795</u>	<u>668,357</u>	<u>521,025</u>	<u>1,021,841</u>	<u>122,055</u>
<b>EXPENSES</b>					
Administration	3,045	59,641	56,080	91,667	11,052
Training	8,537	235,408	155,231	449,502	98,179
Participant Support	19,539	37,924	28,341	73,821	-
Program Related	44,674	335,384	281,373	406,851	12,824
Sub Grantee Pass-Through	-	-	-	-	-
Unrestricted	-	-	-	-	-
Depreciation Expense	-	-	-	-	-
Total Expenses	<u>75,795</u>	<u>668,357</u>	<u>521,025</u>	<u>1,021,841</u>	<u>122,055</u>
<b>CHANGE IN UNRESTRICTED NET ASSETS</b>					
Unrestricted Net Assets - July 1, 2017	-	-	-	-	-
<b>UNRESTRICTED NET ASSETS - JUNE 30, 2018</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**CENTRAL MINNESOTA JOBS AND TRAINING SERVICES  
SUPPLEMENTARY COMBINING STATEMENT OF ACTIVITIES  
ALL UNRESTRICTED FUNDS (CONTINUED)  
JUNE 30, 2018  
(SEE INDEPENDENT AUDITORS' REPORT ON SUPPLEMENTARY INFORMATION  
(UNAUDITED))**

Other Adult Projects	Retail Genius	US EDA QUAD CEDS	Rural Career Counselor	HTI Project II	Regional Planning JSPB	Otto Bremer	WIOA Youth
\$ 223,330	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 668,987
-	-	17,203	-	-	-	-	-
38,628	-	-	161,600	13,512	6,484	-	-
3,964	-	-	19,980	-	-	-	-
-	-	-	-	-	-	-	-
(45,574)	277,408	-	-	-	-	21,709	-
<u>220,348</u>	<u>277,408</u>	<u>17,203</u>	<u>181,580</u>	<u>13,512</u>	<u>6,484</u>	<u>21,709</u>	<u>668,987</u>
2,140	(9,642)	(3,944)	5,454	1,454	-	-	64,985
211,490	75,011	-	-	-	-	-	146,571
10,799	5,196	-	-	8,633	6,484	-	-
(8,045)	206,843	21,147	156,146	3,425	-	21,709	453,826
3,964	-	-	19,980	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
<u>220,348</u>	<u>277,408</u>	<u>17,203</u>	<u>181,580</u>	<u>13,512</u>	<u>6,484</u>	<u>21,709</u>	<u>665,382</u>
-	-	-	-	-	-	-	3,605
-	-	-	-	-	-	-	-
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,605</u>

**CENTRAL MINNESOTA JOBS AND TRAINING SERVICES  
SUPPLEMENTARY COMBINING STATEMENT OF ACTIVITIES  
ALL UNRESTRICTED FUNDS (CONTINUED)  
JUNE 30, 2018  
(SEE INDEPENDENT AUDITORS' REPORT ON SUPPLEMENTARY INFORMATION  
(UNAUDITED))**

State Youth Projects	PreETS	Youth DEI	DEI Adult Career Pathway	MFIP/ DWP	SNAP	Other	Total
\$ -	\$ -	\$ 88,822	\$ 193,094	\$ 1,179,859	\$ 96,506	\$ -	\$ 3,833,693
-	-	-	-	-	-	-	17,203
444,361	102,586	-	-	252,933	-	-	2,041,945
-	-	-	-	-	-	-	23,944
-	-	-	-	-	-	2,880	2,880
-	-	-	-	-	-	256,064	513,744
<u>444,361</u>	<u>102,586</u>	<u>88,822</u>	<u>193,094</u>	<u>1,432,792</u>	<u>96,506</u>	<u>258,944</u>	<u>6,433,409</u>
15,534	-	17,767	22,786	144,812	13,537	105,850	602,218
79,699	-	-	10,399	-	-	-	1,470,027
65,936	-	-	10,756	69,952	2,571	(40)	339,912
283,192	102,586	71,055	149,153	1,218,068	80,398	311,810	4,152,419
-	-	-	-	-	-	-	23,944
-	-	-	-	-	-	57,967	57,967
-	-	-	-	-	-	32,769	32,769
<u>444,361</u>	<u>102,586</u>	<u>88,822</u>	<u>193,094</u>	<u>1,432,832</u>	<u>96,506</u>	<u>508,356</u>	<u>6,679,256</u>
-	-	-	-	-	-	(249,452)	(245,847)
-	-	-	-	-	-	238,081	238,081
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (11,371)</u>	<u>\$ (7,766)</u>



CliftonLarsonAllen

CliftonLarsonAllen LLP  
CLAconnect.com

**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING  
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL  
STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

Board of Directors  
Central Minnesota Jobs and Training Services  
Monticello, Minnesota

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Central Minnesota Jobs and Training Services, which comprise the statement of financial position as of June 30, 2018, and the related statements of activities, Statement of Functional Expense, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated December 14, 2018.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered Central Minnesota Jobs and Training Services' internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Central Minnesota Jobs and Training Services' internal control. Accordingly, we do not express an opinion on the effectiveness of Central Minnesota Jobs and Training Services' internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Central Minnesota Jobs and Training Services' financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



**CliftonLarsonAllen LLP**

St. Cloud, Minnesota  
December 14, 2018



CliftonLarsonAllen

CliftonLarsonAllen LLP  
CLAconnect.com

**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR  
FEDERAL PROGRAM AND REPORT ON INTERNAL CONTROL OVER COMPLIANCE  
REQUIRED BY THE UNIFORM GUIDANCE**

Board of Directors  
Central Minnesota Jobs and Training Services  
Monticello, Minnesota

**Report on Compliance for Each Major Federal Program**

We have audited Central Minnesota Jobs and Training Services' compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of Central Minnesota Jobs and Training Services' major federal programs for the year ended June 30, 2018. Central Minnesota Jobs and Training Services' major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

***Management's Responsibility***

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

***Auditors' Responsibility***

Our responsibility is to express an opinion on compliance for each of Central Minnesota Jobs and Training Services' major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Central Minnesota Jobs and Training Services' compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of Central Minnesota Jobs and Training Services' compliance.

***Opinion on Each Major Federal Program***

In our opinion, Central Minnesota Jobs and Training Services complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2018.

**Report on Internal Control Over Compliance**

Management of Central Minnesota Jobs and Training Services is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Central Minnesota Jobs and Training Services' internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Central Minnesota Jobs and Training Services' internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.



**CliftonLarsonAllen LLP**

St. Cloud, Minnesota  
December 14, 2018

**CENTRAL MINNESOTA JOBS AND TRAINING SERVICES  
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
YEAR ENDED JUNE 30, 2018**

Federal Grantor/Pass-Through Grantor/Program Title	Federal CFDA Number	Pass-Through Entity Identifying Number	Passed Through to Subrecipients	Federal Expenditures
U.S. Department of Labor				
Passed Through Minnesota Department of Employment and Economic Development: WIOA Adult	17.258	5053100, 6053100	\$ -	\$ 668,357
WIOA Dislocated Worker	17.278	5058000, 6058000	-	545,140
WIOA Youth	17.259	4053600, 5053600 5053400	-	665,382
Total CFDA #17.259			-	
Total WIOA Cluster			-	1,878,879
Employment Service Cluster	17.207	7059600	-	281,916
Dislocated Worker National Emergency Grant	17.277	4059700	-	199,216
Total Passed Through Minnesota Department of Employment and Economic Development			-	2,360,011
Passed through Senior Services of America, Inc.: Senior Community Service Employment Program	17.235	297	-	122,055
Total U.S. Department of Labor			\$ -	\$ 2,482,066
U.S. Economic Development Authority	11.303	NA	\$ -	\$ 17,203
U.S. Department of Agriculture				
Passed Through Counties: SNAP Cluster	10.561	NA	-	96,506
Total U.S. Department of Argriculture			\$ -	\$ 96,506
U.S. Department of Health and Human Services				
Passed Through Counties: Youth Projects	93.558	7057400, 8057400	-	71,661
MFIP	93.558	NA	-	1,179,859
Total TANF Cluster				1,251,520
Total U.S. Department of Health and Human Services			\$ -	\$ 1,251,520
Total Federal Expenditures			\$ -	\$ 3,847,295

**CENTRAL MINNESOTA JOBS AND TRAINING SERVICES**  
**NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**  
**JUNE 30, 2018**

**NOTE 1 SIGNIFICANT ACCOUNTING POLICIES**

The accompanying schedule of expenditures of federal awards (the Schedule) includes the federal award activity of Central Minnesota Jobs and Training Services under programs of the federal government for the year ended June 30, 2018. The information in this Schedule is presented in accordance with the requirements of 2 CFR Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance)*. Because the Schedule presents only a selected portion of the operations of Central Minnesota Jobs and Training Services, it is not intended to and does not present the financial position, changes in net assets, or cash flows of Central Minnesota Jobs and Training Services.

**NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Negative amounts shown on the Schedule represent adjustments or credits made in the normal course of business to amounts reported as expenditures in prior years. Central Minnesota Jobs and Training Services has elected not to use the 10 percent de minimis indirect cost rate as allowed under the Uniform Guidance.

**NOTE 3 CONTINGENCIES**

Grant monies received and disbursed by the Organization are for specific purposes and are subject to review and audit by the grantor agencies. Such audits may result in requests for reimbursement due to disallowed expenditures. Based upon prior experience, the Organization does not believe that such disallowances, if any, would have a material effect on the financial position of the Organization. As of June 30, 2018, management was not aware of any material questioned or disallowed costs as a result of grant audits in process or completed.

**CENTRAL MINNESOTA JOBS AND TRAINING SERVICES  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED JUNE 30, 2018**

---

***Section I – Summary of Auditors' Results***

---

**Financial Statements**

1. Type of Auditors' Report Issued: Unmodified
2. Internal Control over Financial Reporting:
- Material Weakness(es) Identified?  Yes  No
  - Significant Deficiency(ies) Identified?  Yes  None reported
3. Noncompliance Material to Financial Statements Noted?  Yes  No

**Federal Awards**

1. Internal Control over Major Programs:
- Material Weakness(es) Identified?  Yes  No
  - Significant Deficiency(ies) Identified?  Yes  None reported
2. Type of Auditors' Report Issued on Compliance for the Major Programs: Unmodified
3. Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?  Yes  No

Identification of major programs:

CFDA Number(s)  
93.558

Name of Federal Program or Cluster  
TANF Cluster

Dollar threshold used to distinguish between type A and type B programs: \$750,000

Auditee qualified as low-risk auditee?  Yes  No

**CENTRAL MINNESOTA JOBS AND TRAINING SERVICES  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)  
YEAR ENDED JUNE 30, 2018**

---

***Section II – Financial Statement Findings***

---

Our audit did not disclose any matters required to be reported in accordance with *Government Auditing Standards*.

---

***Section III – Findings and Questioned Costs – Major Federal Programs***

---

Our audit did not disclose any matters required to be reported in accordance with 2 CFR 200.516(a).

# Central MN Jobs & Training Services

## Schedule of Insurance

<b>Policy Type:</b>	Commercial Package	<b>Number:</b>	PHPK1644763
<b>Insurance Carrier:</b>	Philadelphia Insurance	<b>Policy Term:</b>	April 20, 2018-2019
<b>Coverage</b>			<b>Limit</b>
Business Personal Property			\$ 730,000
Deductible			\$ 500
Valuation			Replacement Cost
Business Income			\$ 300,000
General Liability (\$2,000,000 aggregate)			\$ 1,000,000
Professional Liability (\$2,000,000 aggregate)			\$ 1,000,000
Automobile Liability			\$ 1,000,000

<b>Policy Type:</b>	Workers Compensation	<b>Number:</b>	MNAR0000026474
<b>Insurance Carrier:</b>	RTW Inc. (Assigned Risk Pool)	<b>Policy Term:</b>	May 5, 2018-2019
<b>Coverage</b>			<b>Limit</b>
Workers Compensation – MN			Statutory Limits
Employers Liability – Each Accident			\$ 500,000
Employers Liability – Disease (Policy Limit)			\$ 500,000
Employers Liability – Disease (Each Employee)			\$ 500,000

<b>Policy Type:</b>	Commercial Umbrella	<b>Number:</b>	PHUB581521
<b>Insurance Carrier:</b>	Philadelphia Insurance	<b>Policy Term:</b>	April 20, 2018-2019
<b>Coverage</b>			<b>Limit</b>
Umbrella Liability			\$ 1,000,000
Self-Insured Retention			\$ 10,000

<b>Policy Type:</b>	Management Liability	<b>Number:</b>	1548864
<b>Insurance Carrier:</b>	Monitor Liability	<b>Policy Term:</b>	April 20, 2018-2019
<b>Coverage</b>			<b>Limit</b>
Directors' & Officers' Liability – per claim/aggregate			\$ 2,000,000
Directors' & Officers' Liability – deductible			\$ 2,500
Employment Practices Liability – per claim/aggregate			\$ 2,000,000
Employment Practices Liability – deductible			\$ 10,000

<b>Policy Type:</b>	Crime – Third Party	<b>Number:</b>	41BDDHA5336
<b>Insurance Carrier:</b>	The Hartford	<b>Policy Term:</b>	April 20, 2018-2019
<b>Coverage</b>			<b>Limit</b>
Employee Theft – on Premise only			\$ 500,000
Deductible			\$ 4,000

<b>Policy Type:</b>	ERISA Bond	<b>Number:</b>	A270015864
<b>Insurance Carrier:</b>	Capitol Indemnity	<b>Policy Term:</b>	April 20, 2018-2021
<b>Coverage</b>			<b>Limit</b>
Bond Limit (with inflation guard)			\$ 225,000

<b>Policy Type:</b>	Cyber	<b>Number:</b>	W1F639170101
<b>Insurance Carrier:</b>	Privacy Liability	<b>Policy Term:</b>	July 1, 2018-2019
<b>Coverage</b>			<b>Limit</b>
			\$1,000,000

**PY18 ESTIMATED Revenue Projections**  
7/1/2018 - 6/30/2019

		Dates	ESTIMATED PY2018 Carry In	PY2018 Grant	TOTAL Estimated PY2018 Funding	
Adult	WIOA Adult	7/1/2016-6/30/2017	\$103,335.40	\$470,738.65	\$574,074.05	* 9.8% Increase (17% Carry Over Removed)
	WIOA DW	7/1/2016-6/30/2017	\$111,189.40	\$515,880.69	\$627,070.09	* 11.8% Increase (17% Carry Over Removed)
	State DW	7/1/2016-6/30/2017	\$186,883.00	\$859,611.08	\$1,046,494.08	* 10.8% Increase (17% Carry Over Removed)
	WIOA DW Reallocation	11/15/2018 - 3/31/2019		\$29,336.98	\$29,336.98	
	SNAP	10/1/16-9/30/2018	\$61,500.00	\$59,526.00	\$121,026.00	Additional \$30,000, Updated new PY18 Grant Amount
	HTI Project	5/2/2016-6/30/2018	\$0.00	\$100,000.00	\$100,000.00	* Additional Funds
<b>TOTAL</b>					<b>\$2,498,001.20</b>	
Youth	WIOA Yth PY18	4/1/2018 - 3/31/2019	\$0.00	\$649,330.00	\$649,330.00	* 9.12% Increase
	WIOA Yth PY16 Reallocation	9/1/2018 - 12/31/2018		\$6,858.48	\$6,858.48	
	MYP	7/1/2018 - 6/30/2019	\$0.00	\$296,718.00	\$296,718.00	* Funding Level
	Youthbuild	7/1/2018 - 6/30/2019	\$0.00	\$75,000.00	\$75,000.00	* Funding Level
<b>TOTAL</b>					<b>\$1,027,906.48</b>	
PA	MFIP/DWP		\$644,279.00	\$644,279.00	\$1,288,558.00	Updated based on grants coming in
<b>TOTAL</b>					<b>\$1,288,558.00</b>	
Competitive	HeCAP - Career Advisors Project		\$0.00	\$12,500.00	\$12,500.00	
	Rural Career Counseling Coordinator	10/1/2017-3/31/2019	\$10,500.00	\$95,000.00	\$105,500.00	\$190,000 Awarded - \$95,000/year and \$47,500 is contracted to SBETC
	Rural Career Counseling - GENERAL	10/1/2017-3/31/2019	\$10,500.00	\$95,000.00	\$105,500.00	\$190,000 Awarded - \$95,000/year and \$47,500 is contracted to SBETC
	Youth DEI Grant	11/1/2016-3/31/2020	\$0.00	\$148,500.00	\$148,500.00	\$495,000 Awarded/Per year estimate
	TANF Youth	5/1/2018 - 12/31/2018	\$72,105.00	\$0.00	\$72,105.00	
	Retail Grant	4/1/2018-3/31/2019	\$360,000.00	\$0.00	\$360,000.00	
	EDA Planning Grant		\$0.00	\$50,000.00	\$50,000.00	
	Pre ETS	7/1/2017-9/30/2018	\$2,142.86	\$100,000.00	\$102,142.86	
	Youth At Work PY17	7/1/2017 - 9/30/2018	\$53,300.00	\$0.00	\$53,300.00	
	Youth At Work PY18	7/1/2018 - 9/30/2019	\$100,000.00	\$0.00	\$100,000.00	\$100,000 Awarded per year for the next two years PY18 Will be last year
	CEDS Project Work (Counties)		\$20,500.00	\$30,000.00	\$50,500.00	
	Regional Funding (WIOA)	12/1/2017 - 3/31/2019	\$43,541.00	\$0.00	\$43,541.00	
	Regional Funding (JSPB)	12/1/2017 - 3/31/2019	\$50,680.00	\$0.00	\$50,680.00	
	Regional Planning (MAWB)	1/1/2019-12/31/2019	\$0.00	\$41,253.55	\$41,253.55	\$12,047.99 Subcontracted to CS
Electrolux Contract - Career Solutions	7/1/2018 - 6/30/2020	\$0.00	\$360,000.00	\$360,000.00	Total Grant \$720,000	
<b>TOTAL</b>					<b>\$1,655,522.41</b>	
Unrestricted	MnSure		\$87,592.86	\$0.00	\$87,592.86	*
	Restricted Youth Grant		\$5,420.80	\$0.00	\$5,420.80	*
	SBETC - Financial Services Contract		\$915.78	\$50,000.00	\$50,915.78	*
	Unrestricted Grant		\$0.00	\$0.00	\$0.00	*
	Unrestricted Grant - Employment Network		\$87,592.86	\$0.00	\$87,592.86	*
	Otto Bremer		\$40,000.00	\$0.00	\$40,000.00	*
<b>TOTAL</b>					<b>\$271,522.30</b>	

<b>TOTAL</b>	<b>\$2,051,977.96</b>	<b>\$4,689,532.43</b>	<b>\$6,469,988.09</b>
<b>CONTRACTED</b>			<b>\$50,000.00</b>
<b>GRAND TOTAL PY18</b>			<b>\$6,519,988.09</b>
<b>UNRESTRICTED</b>			<b>\$221,522.30</b>
<b>GRAND TOTAL WITH UNRESTRICTED PY18</b>			<b>\$6,741,510.39</b>

**Central Minnesota Jobs & Training Services**  
**Statement of Activities**  
**3/31/2019 75% of Fiscal Year Complete**

	Budget PY18	Actual Expenses	% of Budget		
<b>REVENUE</b>					
1	Program Revenue	6,469,988	4,010,145	62%	Does NOT include unrestricted funding
	Contract Revenue	50,000	16,667	33%	
	<b>TOTAL REVENUE</b>	<b>\$ 6,519,988</b>	<b>\$ 4,026,812</b>	<b>62%</b>	
<b>EXPENSES</b>					
3	Salaries	2,626,004	1,928,236	73%	
4	Fringe Benefits	875,334	622,643	71%	
	<b>Subtotal Salary &amp; Fringe</b>	<b>3,501,338</b>	<b>2,550,879</b>	<b>73%</b>	
5	Training/OJT/Work Experience Related	1,801,723	727,696	40%	
6	Support	450,431	147,717	33%	
	<b>Subtotal Client Services</b>	<b>2,252,154</b>	<b>875,414</b>	<b>39%</b>	
7	Purchase of Service	50,030	27,411	55%	
8	Professional Services	31,042	22,562	73%	
9	Property	254,917	246,370	97%	Timing
10	Communications	58,000	35,053	60%	
11	Fixed Assets/Sm Equipment/Software	1,899	799	42%	
12	Insurance	25,000	15,538	62%	
13	Supplies and Printing	119,199	90,167	76%	Timing
14	Advertising & Marketing	2,000	1,775	89%	Timing
15	Staff Travel	46,876	35,140	75%	
16	Staff Training	985	594	60%	
17	Pass Thru	101,024	115,144	114%	Grant Specific
	<b>Subtotal Other Expenses</b>	<b>690,972</b>	<b>590,554</b>	<b>85%</b>	
18	Board Per Diems	6,000	1,910	32%	
19	Board Other	4,400	3,255	74%	Timing
20	Board Travel & Education	8,100	4,800	59%	
	<b>Subtotal Board Expenses</b>	<b>18,500</b>	<b>9,965</b>	<b>54%</b>	
	<b>TOTAL EXPENSES</b>	<b>\$ 6,462,964</b>	<b>\$ 4,026,812</b>	<b>62%</b>	
	<b>EXCESS (DEFICIT)</b>	<b>\$ 57,024</b>			

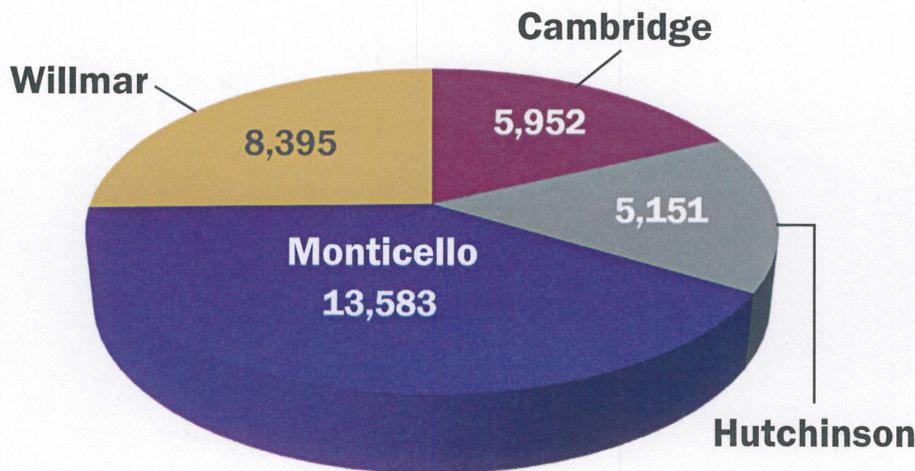
Notes:

Revenue no longer includes unrestricted funding  
Updated budget

# Community Participants

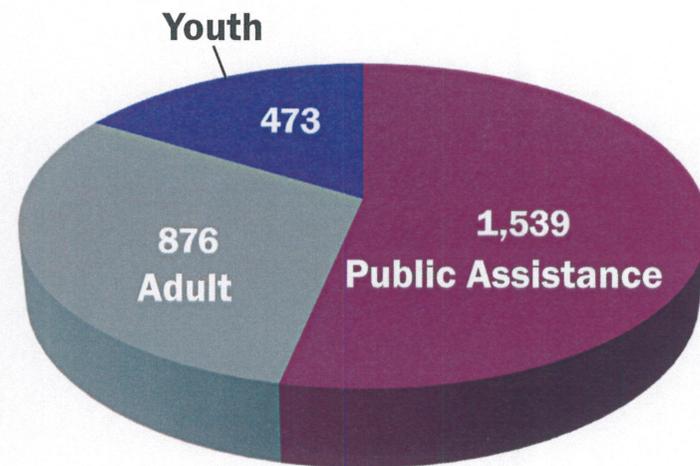
## *CMJTS At-a-Glance*

### Universal Customers



Assisted 33,081 individuals

### Program Participants



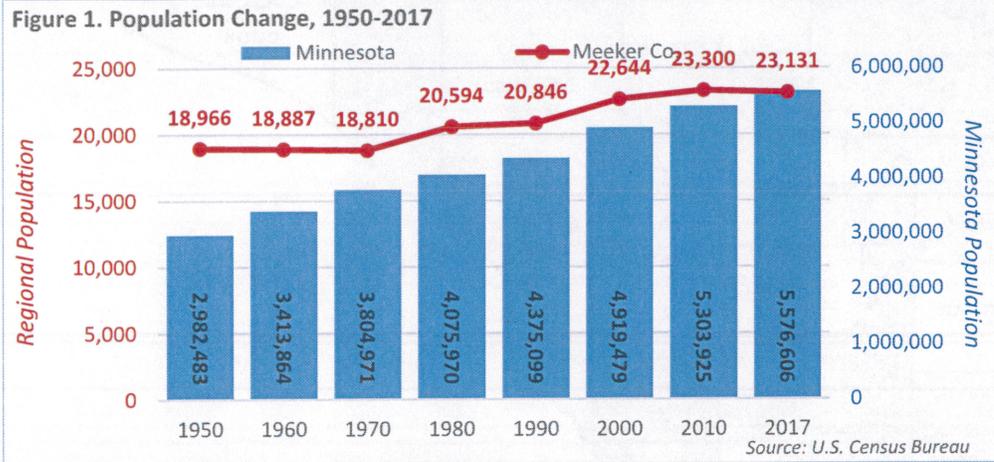
Enrolled 2,888 individuals



**DEMOGRAPHICS**

	1960	1970	1980	1990	2000	2010	2017	2000-2017	
	Population	Population	Population	Population	Population	Population	Estimate	Numeric	Percent
Meeker Co.	18,887	18,810	20,594	20,846	22,644	23,300	23,131	487	2.2%
Minnesota	3,413,864	3,804,971	4,075,970	4,375,099	4,919,479	5,303,925	5,576,606	657,127	13.4%

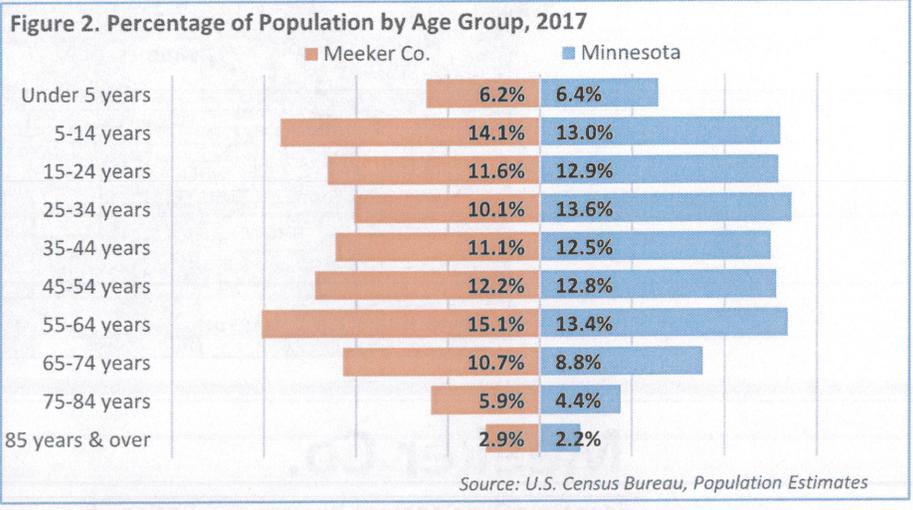
*Source: U.S. Census Bureau*



County Population Rank (of 87)	<b>43rd</b>
2000-2017 Pop. Change Rank	<b>44th</b>

Meeker Co.	2017 Population by Age Group	
	Number	Percent
Under 5 years	1,434	6.2%
5-14 years	3,264	14.1%
15-24 years	2,673	11.6%
25-34 years	2,339	10.1%
35-44 years	2,575	11.1%
45-54 years	2,832	12.2%
55-64 years	3,494	15.1%
65-74 years	2,476	10.7%
75-84 years	1,367	5.9%
85 years & over	677	2.9%
<b>Total</b>	<b>23,131</b>	<b>100.0%</b>

*Source: U.S. Census Bureau, Population Estimates*



Meeker Co.	2000-2017 Pop. Change by Age Group		2000-2017 Population Change	
	2000	2017	Numeric	Percent
Under 5 years	1,460	1,434	-26	-1.8%
5-14 years	3,435	3,264	-171	-5.0%
15-24 years	2,880	2,673	-207	-7.2%
25-34 years	2,471	2,339	-132	-5.3%
35-44 years	3,497	2,575	-922	-26.4%
45-54 years	3,105	2,832	-273	-8.8%
55-64 years	2,097	3,494	1,397	66.6%
65-74 years	1,756	2,476	720	41.0%
75-84 years	1,305	1,367	62	4.8%
85 years & over	638	677	39	6.1%
<b>Total</b>	<b>22,644</b>	<b>23,131</b>	<b>487</b>	<b>2.2%</b>

*Source: U.S. Census Bureau, Population Estimates Program*

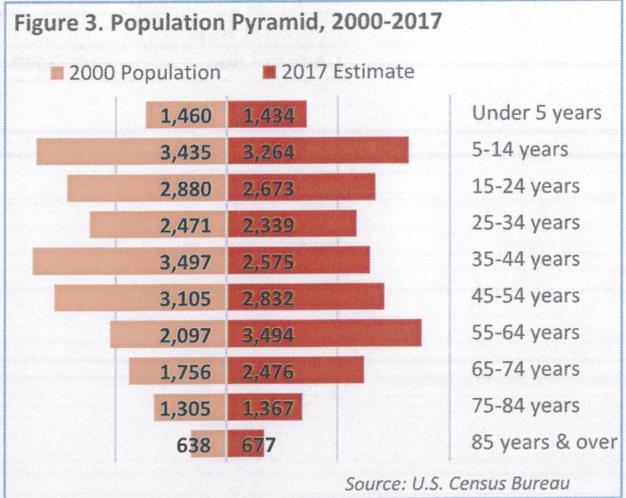


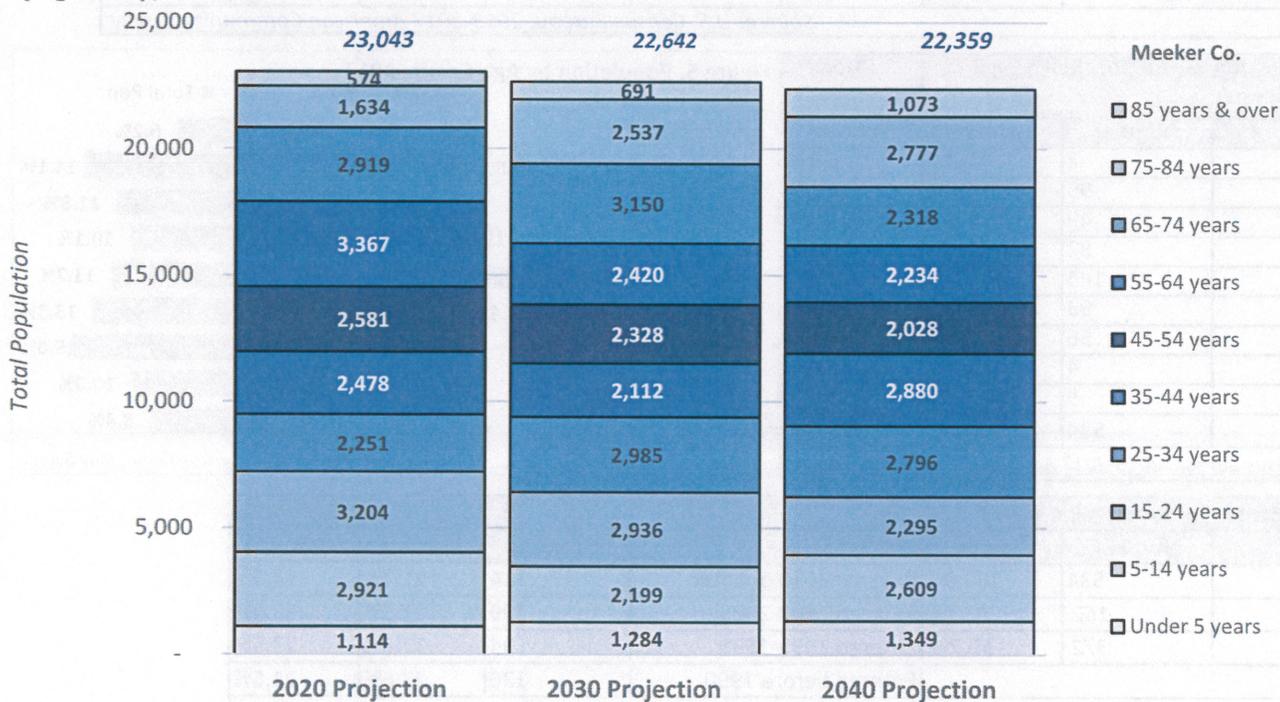
Table 4. Race and Hispanic Origin, 2017	Meeker Co.				Minnesota	
	Number	Percent	Change from 2000-2017		Percent	Change from 2000-2017
			Numeric	Percent		
<b>Total</b>	<b>23,105</b>	<b>100.0%</b>	<b>461</b>	<b>2.0%</b>	<b>100.0%</b>	<b>11.6%</b>
White	22,485	97.3%	442	2.0%	83.7%	4.5%
Black or African American	173	0.7%	129	293.2%	6.0%	90.4%
American Indian & Alaska Native	34	0.1%	-7	-17.1%	1.0%	4.7%
Asian & Other Pac. Islander	87	0.4%	-4	-4.4%	4.7%	79.2%
Some Other Race	82	0.4%	-234	-74.1%	1.7%	45.3%
Two or More Races	244	1.1%	135	123.9%	2.8%	86.7%
Hispanic or Latino origin	867	3.8%	380	78.0%	5.2%	98.5%

Source: U.S. Census Bureau, 2013-2017 American Community Survey

Table 5. Population Projections, 2020-2040				2020-2040 Change	
Meeker Co.	2020 Projection	2030 Projection	2040 Projection	Numeric	Percent
Under 5 years	1,114	1,284	1,349	235	21.1%
5-14 years	2,921	2,199	2,609	-312	-10.7%
15-24 years	3,204	2,936	2,295	-909	-28.4%
25-34 years	2,251	2,985	2,796	545	24.2%
35-44 years	2,478	2,112	2,880	402	16.2%
45-54 years	2,581	2,328	2,028	-553	-21.4%
55-64 years	3,367	2,420	2,234	-1,133	-33.7%
65-74 years	2,919	3,150	2,318	-601	-20.6%
75-84 years	1,634	2,537	2,777	1,143	70.0%
85 years & over	574	691	1,073	499	86.9%
<b>Total</b>	<b>23,043</b>	<b>22,642</b>	<b>22,359</b>	<b>-684</b>	<b>-3.0%</b>

Source: Minnesota State Demographic Center

Figure 4. Population Projections by Age Group, 2020-2040



Source: Minnesota State Demographic Center

**Table 6. Cumulative Estimates of the Components of Population Change**

	April 1, 2010 to July 1, 2017						
	Total Population Change	Natural Increase	Vital Events		Net Migration		
			Births	Deaths	Total	International	Domestic
Meeker Co.	-169	438	1,998	1,560	-609	173	-782

Source: U.S. Census Bureau, Population Estimates Program

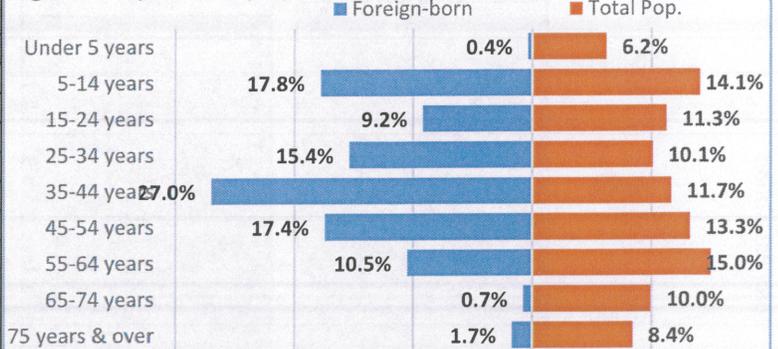
Table 7. Place of Birth for the Foreign Born Population	Meeker Co.		Change from 2010-2017		Minnesota		Change from 2010-2017
	Number	Percent	Number	Percent	Number	Percent	
<b>Total, Foreign-born Population</b>	<b>534</b>	<b>2.3%</b>	<b>178</b>	<b>50.0%</b>	<b>448,397</b>	<b>8.3%</b>	<b>22.2%</b>
<b>Europe:</b>	<b>26</b>	<b>4.9%</b>	<b>3</b>	<b>13.0%</b>	<b>46,477</b>	<b>10.4%</b>	<b>3.3%</b>
Europe: - Northern Europe:	2	7.7%	-10	-83.3%	9,043	19.5%	0.9%
Europe: - Western Europe:	7	26.9%	4	133.3%	9,825	21.1%	-6.9%
Europe: - Southern Europe:	0	0.0%	0	#DIV/0!	2,451	5.3%	21.0%
Europe: - Eastern Europe:	17	65.4%	9	112.5%	25,051	53.9%	6.9%
<b>Asia:</b>	<b>77</b>	<b>14.4%</b>	<b>-14</b>	<b>-15.4%</b>	<b>169,532</b>	<b>37.8%</b>	<b>24.6%</b>
Asia: - Eastern Asia:	47	61.0%	19	67.9%	37,377	22.0%	19.9%
Asia: - South Central Asia:	2	2.6%	-46	-95.8%	38,678	22.8%	34.8%
Asia: - South Eastern Asia:	28	36.4%	13	86.7%	84,199	49.7%	18.9%
Asia: - Western Asia:	0	0.0%	0	#DIV/0!	8,909	5.3%	75.2%
<b>Africa:</b>	<b>26</b>	<b>4.9%</b>	<b>26</b>	<b>#DIV/0!</b>	<b>104,828</b>	<b>23.4%</b>	<b>49.3%</b>
Africa: - Eastern Africa:	26	100.0%	26	#DIV/0!	67,748	64.6%	56.5%
Africa: - Middle Africa:	0	0.0%	0	#DIV/0!	3,053	2.9%	120.3%
Africa: - Northern Africa:	0	0.0%	0	#DIV/0!	4,552	4.3%	-7.4%
Africa: - Southern Africa:	0	0.0%	0	#DIV/0!	1,555	1.5%	66.0%
Africa: - Western Africa:	0	0.0%	0	#DIV/0!	25,611	24.4%	50.3%
<b>Oceania:</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>	<b>#DIV/0!</b>	<b>2,249</b>	<b>0.5%</b>	<b>40.6%</b>
<b>Americas:</b>	<b>405</b>	<b>75.8%</b>	<b>163</b>	<b>67.4%</b>	<b>125,311</b>	<b>27.9%</b>	<b>9.8%</b>
Americas: - Latin America:	370	91.4%	146	65.2%	113,137	90.3%	11.5%
Latin America: - Central America:	311	84.1%	90	40.7%	85,198	75.3%	6.8%
Central America: - Mexico:	251	80.7%	36	16.7%	65,751	77.2%	0.1%
Latin America: - South America:	59	15.9%	56	1866.7%	21,063	18.6%	21.7%
Americas: - Northern America:	35	8.6%	17	94.4%	12,174	9.7%	-3.5%

Source: U.S. Census Bureau, 2013-2017 American Community Survey

Table 8. Population by Age Group for the Foreign Born Population, 2017			Total Population
Meeker Co.	Number	Percent	Percent
Under 5 years	2	0.4%	6.2%
5-14 years	95	17.8%	14.1%
15-24 years	49	9.2%	11.3%
25-34 years	82	15.4%	10.1%
35-44 years	144	27.0%	11.7%
45-54 years	93	17.4%	13.3%
55-64 years	56	10.5%	15.0%
65-74 years	4	0.7%	10.0%
75 years & over	9	1.7%	8.4%
<b>Total</b>	<b>534</b>	<b>100.0%</b>	<b>100.0%</b>

Source: U.S. Census Bureau, 2013-2017 American Community Survey

**Figure 5. Population by Age Group, 2017**



Source: 2013-2017 American Community Survey

Table 9. Citizenship Status for the Foreign Born Population						Minnesota
Meeker Co.	Number	Percent	Meeker Co.	Number	Percent	Percent
Total	534	100.0%	Entered 2010 or Later	114	21.3%	21.5%
Naturalized	162	30.3%	Entered 2000-2009	200	37.5%	33.4%
Not a U.S. Citizen	372	69.7%	Entered 1990-1999	94	17.6%	23.5%
			Entered before 1990	126	23.6%	21.6%

Source: U.S. Census Bureau, 2013-2017 American Community Survey

**LABOR FORCE**

**Table 10. Employment Characteristics, 2017**

	Meeker Co.			Minnesota		
	In Labor Force	Labor Force Partic. Rate	Unemp. Rate	Labor Force Partic. Rate	Unemp. Rate	
<b>Total Labor Force</b>	<b>11,928</b>	<b>65.8%</b>	<b>2.9%</b>	<b>69.9%</b>	<b>4.3%</b>	
16 to 19 years	628	53.2%	7.0%	52.6%	12.8%	
20 to 24 years	916	80.6%	6.4%	84.2%	7.1%	
25 to 44 years	4,409	87.7%	2.7%	88.4%	3.9%	
45 to 54 years	2,627	85.8%	1.8%	87.2%	3.0%	
55 to 64 years	2,538	73.2%	1.7%	72.5%	3.2%	
65 to 74 years	694	30.1%	4.8%	27.4%	2.7%	
75 years & over	123	6.3%	0.0%	6.1%	2.8%	
<b>Employment Characteristics by Race &amp; Hispanic Origin</b>						
White alone	11,630	65.7%	2.7%	69.7%	3.6%	
Black or African American	101	71.1%	0.0%	69.8%	11.0%	
American Indian & Alaska Native	5	25.0%	0.0%	58.6%	13.3%	
Asian or Other Pac. Islanders	50	72.5%	0.0%	71.1%	5.2%	
Some Other Race	32	55.2%	3.1%	77.2%	7.5%	
Two or More Races	110	80.3%	19.1%	72.5%	9.1%	
Hispanic or Latino	393	71.7%	0.5%	76.2%	7.2%	
<b>Employment Characteristics by Veteran Status</b>						
Veterans, 18 to 64 years	587	85.8%	2.7%	79.2%	4.2%	
<b>Employment Characteristics by Disability</b>						
With Any Disability	617	56.0%	8.1%	52.3%	9.5%	
<b>Employment Characteristics by Educational Attainment</b>						
Population, 25 to 64 years	9,581	82.9%	2.2%	84.1%	3.5%	
Less than H.S. Diploma	420	65.0%	3.1%	65.4%	4.9%	
H.S. Diploma or Equivalent	3,040	81.1%	1.8%	78.7%	2.9%	
Some College or Assoc. Degree	4,134	84.2%	1.6%	85.2%	3.5%	
Bachelor's Degree or Higher	1,980	87.9%	1.3%	89.6%	2.1%	
<b>Employment Characteristics by Gender</b>						
	<b>Total Population</b>	<b>In Labor Force</b>	<b>Labor Force Partic. Rate</b>	<b>Unemp. Rate</b>	<b>Labor Force Partic. Rate</b>	<b>Unemp. Rate</b>
<b>Male</b>	<b>9,147</b>	<b>6,525</b>	<b>71.3%</b>	<b>3.2%</b>	<b>73.7%</b>	<b>4.8%</b>
16 to 19 years	610	322	52.8%	5.6%	49.2%	14.7%
20 to 24 years	599	510	85.1%	5.3%	83.4%	8.4%
25 to 44 years	2,567	2,386	92.9%	3.6%	92.1%	4.3%
45 to 54 years	1,590	1,429	89.9%	2.6%	90.3%	3.3%
55 to 64 years	1,804	1,413	78.3%	1.7%	76.0%	3.6%
65 to 74 years	1,145	410	35.8%	4.4%	30.8%	3.0%
75 years & over	832	55	6.6%	0.0%	8.6%	3.1%
<b>Female</b>	<b>8,981</b>	<b>5,410</b>	<b>60.2%</b>	<b>2.4%</b>	<b>66.1%</b>	<b>3.8%</b>
16 to 19 years	570	306	53.7%	8.5%	56.1%	11.1%
20 to 24 years	537	406	75.6%	7.6%	84.9%	5.8%
25 to 44 years	2,462	2,022	82.1%	1.5%	84.5%	3.5%
45 to 54 years	1,472	1,199	81.5%	0.9%	84.2%	2.8%
55 to 64 years	1,662	1,126	67.7%	1.6%	69.1%	2.7%
65 to 74 years	1,160	284	24.5%	5.3%	24.3%	2.2%
75 years & over	1,118	67	6.0%	0.0%	4.4%	2.3%

Source: 2013-2017 American Community Survey, 5-Year Estimates

Table 11. Total Available Labor Force Estimates

	Meeker Co.	Minnesota
2003 Annual Avg.	12,635	2,874,663
2004 Annual Avg.	12,387	2,880,427
2005 Annual Avg.	12,352	2,879,759
2006 Annual Avg.	12,388	2,887,831
2007 Annual Avg.	12,380	2,906,389
2008 Annual Avg.	12,498	2,925,088
2009 Annual Avg.	12,551	2,941,976
2010 Annual Avg.	12,811	2,938,795
2011 Annual Avg.	12,844	2,946,278
2012 Annual Avg.	12,736	2,946,355
2013 Annual Avg.	12,727	2,958,595
2014 Annual Avg.	12,809	2,973,073
2015 Annual Avg.	13,239	2,998,352
2016 Annual Avg.	13,171	3,036,278
2017 Annual Avg.	13,192	3,063,604
2018 Annual Avg.	13,376	3,099,006

2003-2018		
Numeric Change	741	224,343
Percent Change	5.9%	7.8%

Source: DEED LAUS program

Table 12. Annual Unemployment Rates

	Meeker Co.	Minnesota
2003 Annual Avg.	5.7	4.9
2004 Annual Avg.	5.6	4.7
2005 Annual Avg.	5.1	4.1
2006 Annual Avg.	5.1	4.0
2007 Annual Avg.	5.9	4.6
2008 Annual Avg.	6.6	5.4
2009 Annual Avg.	9.5	7.8
2010 Annual Avg.	8.8	7.4
2011 Annual Avg.	7.7	6.5
2012 Annual Avg.	6.6	5.6
2013 Annual Avg.	5.5	5.0
2014 Annual Avg.	4.6	4.2
2015 Annual Avg.	4.2	3.7
2016 Annual Avg.	4.5	3.8
2017 Annual Avg.	4.2	3.6
2018 Annual Avg.	3.5	2.9

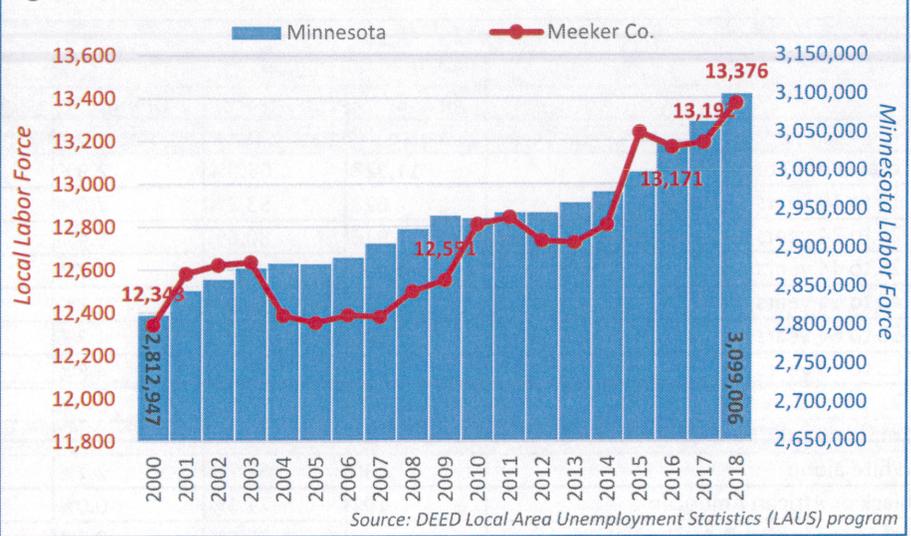
Source: DEED LAUS program

Table 13. Jobseekers Per Vacancy

Q2 2018	
Region 6E Unemployed	2,130
Region 6E Vacancies	2,927
Jobseekers per Vacancy	0.7

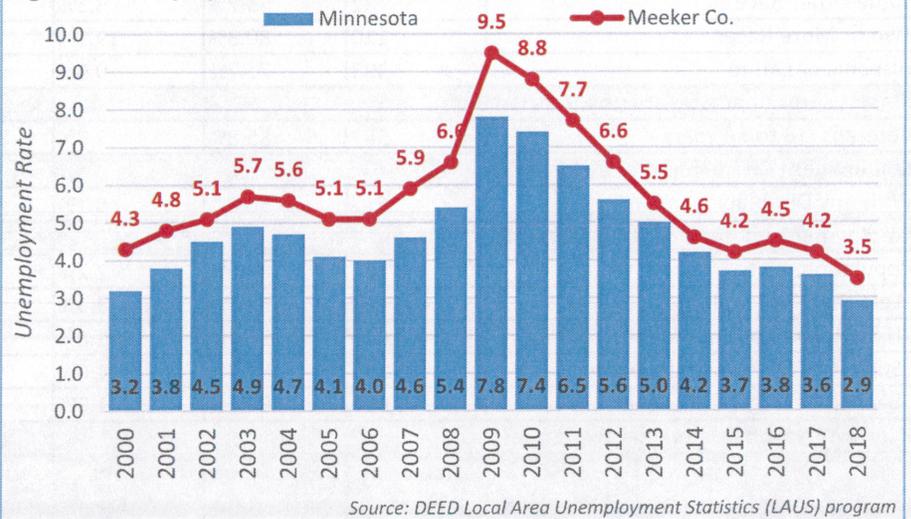
Source: DEED Job Vacancy Survey, LAUS

Figure 6. Annual Labor Force Estimates, 2000-2018



Source: DEED Local Area Unemployment Statistics (LAUS) program

Figure 7. Unemployment Rates, 2000-2018



Source: DEED Local Area Unemployment Statistics (LAUS) program

Figure 8. Jobseekers Per Vacancy, 2008-2018



Source: DEED Job Vacancy Survey, LAUS program

**Table 14. Annual Change in Labor Force**

Meeker Co.	Numeric Change	Percent Change
1990-1991	-37	-0.4%
1991-1992	-524	-5.2%
1992-1993	-23	-0.2%
1993-1994	-180	-1.9%
1994-1995	-48	-0.5%
1995-1996	226	2.4%
1996-1997	7	0.1%
1997-1998	-82	-0.9%
1998-1999	-34	-0.4%
1999-2000	2,846	30.0%
2000-2001	238	1.9%
2001-2002	41	0.3%
2002-2003	13	0.1%
2003-2004	-248	-2.0%
2004-2005	-35	-0.3%
2005-2006	36	0.3%
2006-2007	-8	-0.1%
2007-2008	118	1.0%
2008-2009	53	0.4%
2009-2010	260	2.1%
2010-2011	33	0.3%
2011-2012	-108	-0.8%
2012-2013	-9	-0.1%
2013-2014	82	0.6%
2014-2015	430	3.4%
2015-2016	-68	-0.5%
2016-2017	21	0.2%
2017-2018	184	1.4%
<b>1990-2000 Average</b>	<b>215</b>	<b>2.3%</b>
<b>2000-2010 Average</b>	<b>47</b>	<b>0.4%</b>
<b>2010-2018 Average</b>	<b>71</b>	<b>0.5%</b>

**Table 14a. Overall Change in Labor Force**

Meeker Co.	Labor Force	Rate of Change
1990 Labor Force	10,192	
2000 Labor Force	12,343	
2010 Labor Force	12,811	
2018 Labor Force	13,376	
<b>1990-2018 Change</b>	<b>3,184</b>	<b>31.2%</b>
1990-2000 Change	2,151	21.1%
2000-2010 Change	468	3.8%
2010-2018 Change	565	4.4%

Source: DEED LAUS program

**Table 15. Labor Force Projections, 2020-2030**

Meeker Co.	2020 Labor Force Projection	2030 Labor Force Projection	2020-2030 Change	
			Numeric	Percent
16 to 19 years	690	564	-126	-18.2%
20 to 24 years	1,276	1,298	22	1.7%
25 to 44 years	4,146	4,468	323	7.8%
45 to 54 years	2,214	1,997	-217	-9.8%
55 to 64 years	2,466	1,772	-693	-28.1%
65 to 74 years	879	948	70	7.9%
75 years & over	139	203	64	46.2%
<b>Total Labor Force</b>	<b>11,809</b>	<b>11,251</b>	<b>-558</b>	<b>-4.7%</b>

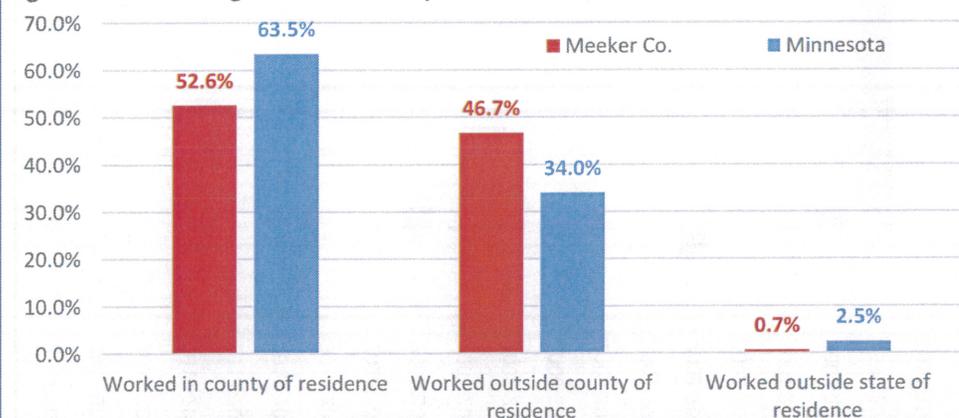
Source: calculated from Minnesota State Demographic Center population projections and 2013-2017 American Community Survey 5-Year Estimates



Table 16. Commuting Characteristics by Sex, 2017	Meeker Co.		Male		Female		Minnesota	
	Number	Percent	Number	Percent	Number	Percent	Number	Percent
Workers 16 years and over	11,423	100.0%	6,268	54.9%	5,155	45.1%	2,851,545	100.0%
<b>MEANS OF TRANSPORTATION TO WORK</b>								
Car, truck, or van	10,498	91.9%	5,741	91.6%	4,758	92.3%	2,466,586	86.5%
<i>Drove alone</i>	9,527	90.8%	5,190	90.4%	4,335	91.1%	2,224,205	90.2%
<i>Carpooled</i>	982	9.4%	558	9.7%	423	8.9%	242,381	9.8%
Public transportation (excl. taxicab)	46	0.4%	25	0.4%	15	0.3%	102,656	3.6%
Walked	297	2.6%	194	3.1%	103	2.0%	79,843	2.8%
Bicycle	46	0.4%	38	0.6%	10	0.2%	22,812	0.8%
Taxicab, motorcycle, or other means	57	0.5%	44	0.7%	15	0.3%	25,664	0.9%
Worked at home	468	4.1%	219	3.5%	247	4.8%	156,835	5.5%
<b>PLACE OF WORK</b>								
Worked in state of residence	11,343	99.3%	6,205	99.0%	5,140	99.7%	2,780,256	97.5%
<i>Worked in county of residence</i>	6,008	52.6%	3,153	50.3%	2,856	55.4%	1,810,731	63.5%
<i>Worked out of county of residence</i>	5,335	46.7%	3,053	48.7%	2,284	44.3%	969,525	34.0%
Worked outside state of residence	80	0.7%	63	1.0%	15	0.3%	71,289	2.5%
<b>TIME LEAVING HOME TO GO TO WORK</b>								
12:00 a.m. to 4:59 a.m.	731	6.4%	583	9.3%	149	2.9%	116,913	4.1%
5:00 a.m. to 5:59 a.m.	1,576	13.8%	1,103	17.6%	464	9.0%	259,491	9.1%
6:00 a.m. to 6:59 a.m.	2,227	19.5%	1,398	22.3%	820	15.9%	558,903	19.6%
7:00 a.m. to 7:59 a.m.	3,404	29.8%	1,605	25.6%	1,804	35.0%	829,800	29.1%
8:00 a.m. to 8:59 a.m.	1,131	9.9%	545	8.7%	583	11.3%	404,919	14.2%
9:00 a.m. to 11:59 p.m.	2,353	20.6%	1,028	16.4%	1,330	25.8%	678,668	23.8%
<b>TRAVEL TIME TO WORK</b>								
Less than 10 minutes	2,913	25.5%	1,661	26.5%	1,258	24.4%	459,099	16.1%
10 to 19 minutes	2,993	26.2%	1,486	23.7%	1,505	29.2%	866,870	30.4%
20 to 29 minutes	2,022	17.7%	1,047	16.7%	974	18.9%	630,191	22.1%
30 to 44 minutes	1,725	15.1%	940	15.0%	784	15.2%	550,348	19.3%
45 to 59 minutes	697	6.1%	432	6.9%	258	5.0%	191,054	6.7%
60 or more minutes	1,085	9.5%	702	11.2%	381	7.4%	153,983	5.4%
<b>Mean travel time to work (minutes)</b>	<b>24.4 minutes</b>		<b>26.0 minutes</b>		<b>22.3 minutes</b>		<b>23.4 minutes</b>	
<b>VEHICLES AVAILABLE</b>								
No vehicle available	183	1.6%	88	1.4%	93	1.8%	74,140	2.6%
1 vehicle available	1,291	11.3%	621	9.9%	665	12.9%	493,317	17.3%
2 vehicles available	4,626	40.5%	2,614	41.7%	2,016	39.1%	1,260,383	44.2%
3 or more vehicles available	5,323	46.6%	2,946	47.0%	2,376	46.1%	1,023,705	35.9%

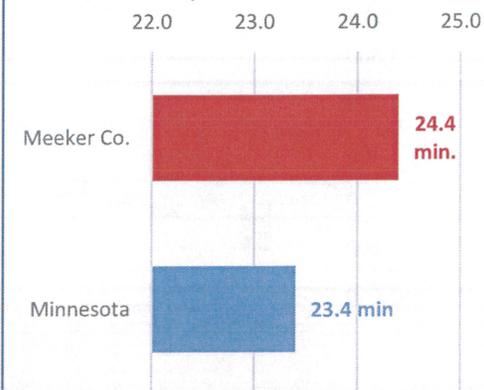
Source: U.S. Census Bureau, 2013-2017 American Community Survey

Figure 10. Commuting Characteristics by Place of Work, 2017



Source: 2013-2017 American Community Survey

Figure 11. Mean Travel Time to Work in Minutes, 2017



Source: 2013-2017 ACS

Table 17. Educational Attainment for the Population Aged 18 years & Over	Meeker Co.		Minnesota
	Number	Percent	Percent
<b>Total, 18 years &amp; over</b>	<b>17,451</b>	<b>100.0%</b>	<b>100.0%</b>
Less than high school	1,573	9.0%	7.8%
High school graduate (incl. equiv.)	6,299	36.1%	25.6%
Some college, no degree	4,180	24.0%	23.8%
Associate's degree	2,310	13.2%	10.6%
Bachelor's degree	2,247	12.9%	21.7%
Advanced degree	842	4.8%	10.4%

*Source: 2013-2017 American Community Survey, 5-Year Estimates*

Table 18. Educational Attainment for the Population Aged 25 years & Over	Meeker Co.		Minnesota	Table 18a. Foreign-Born Population	Foreign-Born		Minnesota
	Number	Percent	Percent		Number	Percent	Percent
<b>Total, 25 years &amp; over</b>	<b>15,812</b>	<b>100.0%</b>	<b>100.0%</b>	<b>Total, 25 years &amp; over</b>	<b>388</b>	<b>100.0%</b>	<b>100.0%</b>
Less than high school	1,222	7.7%	7.2%	Less than high school	187	48.2%	26.0%
High school graduate (incl. equiv.)	5,739	36.3%	25.4%	High school graduate	77	19.8%	20.0%
Some college, no degree	3,703	23.4%	21.5%	Some college, no deg. & Associate's degree	67	17.3%	21.1%
Associate's degree	2,130	13.5%	11.1%	Bachelor's degree	32	8.2%	17.9%
Bachelor's degree	2,180	13.8%	23.0%	Advanced degree	25	6.4%	15.0%
Advanced degree	838	5.3%	11.8%				

*Source: 2013-2017 American Community Survey, 5-Year Estimates*

Table 19. Educational Attainment by Age Group, 2017	Meeker Co.		Minnesota
	Number	Percent	Percent
<b>18 to 24 years</b>	<b>1,639</b>	<b>9.4%</b>	<b>12.0%</b>
Less than high school	351	21.4%	12.2%
High school graduate (incl. equiv.)	560	34.2%	27.3%
Some college, no degree	477	29.1%	40.8%
Associate's degree	180	11.0%	6.8%
Bachelor's degree	67	4.1%	12.4%
Advanced degree	4	0.2%	0.5%
<b>25 to 44 years</b>	<b>5,029</b>	<b>28.8%</b>	<b>33.9%</b>
Less than high school	272	5.4%	6.6%
High school graduate (incl. equiv.)	1,419	28.2%	18.8%
Some college, no degree	1,347	26.8%	20.8%
Associate's degree	969	19.3%	13.4%
Bachelor's degree	706	14.0%	27.9%
Advanced degree	316	6.3%	12.5%
<b>45 to 64 years</b>	<b>6,528</b>	<b>37.4%</b>	<b>34.9%</b>
Less than high school	374	5.7%	5.8%
High school graduate (incl. equiv.)	2,329	35.7%	26.0%
Some college, no degree	1,647	25.2%	22.8%
Associate's degree	947	14.5%	11.9%
Bachelor's degree	942	14.4%	21.9%
Advanced degree	289	4.4%	11.7%
<b>65 years &amp; over</b>	<b>4,255</b>	<b>24.4%</b>	<b>19.1%</b>
Less than high school	576	13.5%	10.9%
High school graduate (incl. equiv.)	1,991	46.8%	35.9%
Some college, no degree	709	16.7%	20.4%
Associate's degree	214	5.0%	5.8%
Bachelor's degree	532	12.5%	16.1%
Advanced degree	233	5.5%	10.8%

*Source: 2013-2017 American Community Survey, 5-Year Estimates*

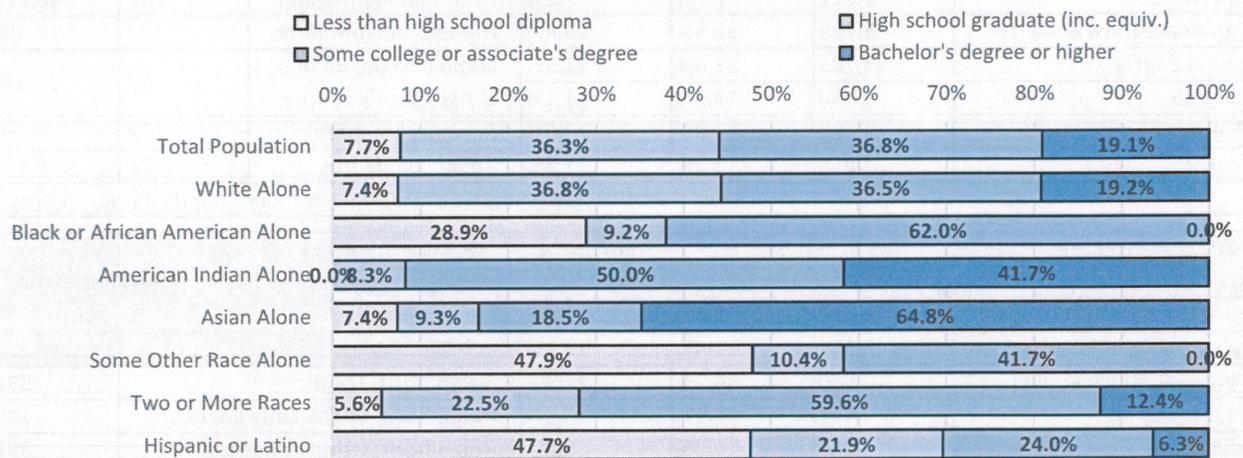
Table 20. Nativity by Language Spoken at Home by Ability to Speak English for the Foreign Born Population 5 Years and Over, 2017	Number	Percent
	<b>Foreign Born, Total</b>	<b>532</b>
<b>Foreign born, Speak Only English</b>	<b>140</b>	<b>26.3%</b>
<b>Foreign born, Other Language</b>	<b>392</b>	<b>73.7%</b>
Speak English Very Well or Well	196	50.0%
Speak English Not Well or Not At All	196	50.0%
<b>Foreign born, Speak Spanish:</b>	<b>339</b>	<b>63.7%</b>
English Very Well or Well	172	50.7%
English Not Well or Not At All	167	49.3%
<b>Foreign born, Speak Indo-European</b>	<b>3</b>	<b>0.6%</b>
English Very Well or Well	3	100.0%
English Not Well or Not At All	0	0.0%
<b>Foreign born, Speak Asian language</b>	<b>23</b>	<b>4.3%</b>
English Very Well or Well	20	87.0%
English Not Well or Not At All	3	13.0%
<b>Foreign born, Speak other language</b>	<b>27</b>	<b>5.1%</b>
English Very Well or Well	1	3.7%
English Not Well or Not At All	26	96.3%

*Source: 2013-2017 American Community Survey, 5-Year Estimates*

	Total Population, 25 years & over	Less than high school diploma	High school graduate (inc. equiv.)	Some college or associate's degree	Bachelor's degree or higher
White Alone	15,455	1,149	5,695	5,644	2,967
Black or African American Alone	142	41	13	88	0
American Indian Alone	12	0	1	6	5
Asian Alone	54	4	5	10	35
Some Other Race Alone	48	23	5	20	0
Two or More Races	89	5	20	53	11
Hispanic or Latino	442	211	97	106	28
<b>Total Population</b>	<b>15,800</b>	<b>1,222</b>	<b>5,739</b>	<b>5,821</b>	<b>3,018</b>

*Source: 2013-2017 American Community Survey, 5-Year Estimates*

Figure 12. Educational Attainment for the population aged 25 years & over by Race or Origin, 2017



Source: 2013-2017 American Community Survey

Table 22. Minnesota Dept. of Education Student Enrollment Data, 2017-2018

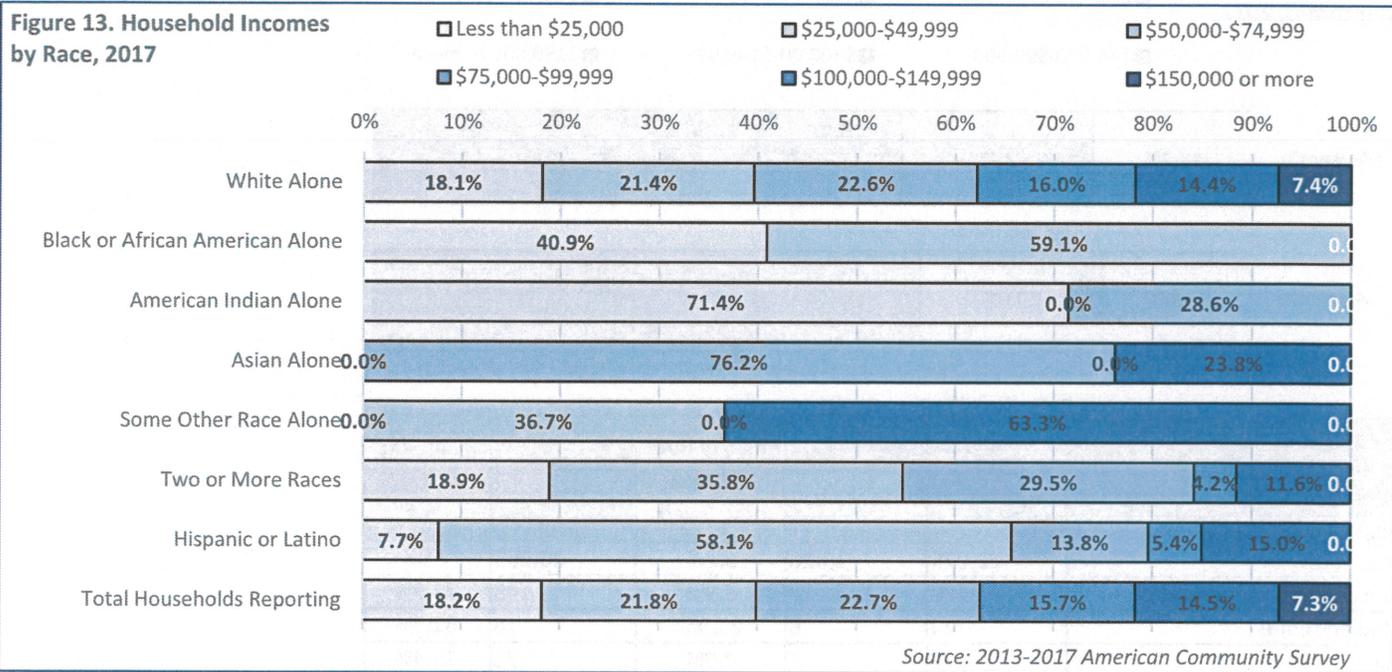
	Meeker Co.					State of Minnesota		
	Total Students	2008-2018 Percent Change, Total	Minority Students	Percent Minority	2008-2018 Percent Change, Minority	Total Students	Minority Students	Percent Minority
Kindergarten	243	-43.1%	22	9.1%	-8.3%	64,111	22,733	35.5%
1st Grade	218	-49.3%	23	10.6%	15.0%	63,518	22,522	35.5%
2nd Grade	252	-38.7%	33	13.1%	106.3%	64,385	22,809	35.4%
3rd Grade	262	-40.3%	30	11.5%	15.4%	65,708	23,618	35.9%
4th Grade	255	-40.6%	26	10.2%	13.0%	67,219	23,727	35.3%
5th Grade	245	-42.8%	27	11.0%	35.0%	67,689	23,755	35.1%
6th Grade	263	-40.0%	30	11.4%	42.9%	66,549	22,489	33.8%
7th Grade	278	-38.2%	29	10.4%	70.6%	66,143	21,822	33.0%
8th Grade	275	-37.2%	26	9.5%	36.8%	66,421	21,610	32.5%
9th Grade	262	-40.5%	27	10.3%	0.0%	66,999	20,760	31.0%
10th Grade	267	-47.3%	23	8.6%	-17.9%	65,960	20,531	31.1%
11th Grade	244	-44.0%	18	7.4%	-14.3%	66,639	20,074	30.1%
12th Grade	236	-52.3%	17	7.2%	-37.0%	70,819	21,695	30.6%
<b>Total Students</b>	<b>3,365</b>	<b>-41.7%</b>	<b>339</b>	<b>10.1%</b>	<b>17.3%</b>	<b>884,852</b>	<b>296,666</b>	<b>33.5%</b>

Source: Minnesota Department of Education Data Center

**INCOMES AND COST OF LIVING**

	TOTAL Households Reporting	Less than \$25,000	\$25,000-\$49,999	\$50,000-\$74,999	\$75,000-\$99,999	\$100,000-\$149,999	\$150,000 or more
White Alone	8,967	1,626	1,923	2,030	1,433	1,290	665
Black or African American Alone	44	18	26	0	0	0	0
American Indian Alone	7	5	0	2	0	0	0
Asian Alone	21	0	0	16	0	5	0
Some Other Race Alone	30	0	11	0	0	19	0
Two or More Races	95	18	34	28	4	11	0
Hispanic or Latino	260	20	151	36	14	39	0
<b>Total Households Reporting</b>	<b>9,164</b>	<b>1,667</b>	<b>1,994</b>	<b>2,076</b>	<b>1,437</b>	<b>1,325</b>	<b>665</b>

Source: 2013-2017 American Community Survey, 5-Year Estimates



	Median Household Income	Households Reporting
White Alone	\$60,096	8,967
Black or African American Alone	\$25,769	44
American Indian Alone	\$0	7
Asian Alone	\$0	21
Some Other Race Alone	\$0	30
Two or More Races	\$49,297	95
Hispanic or Latino	\$36,250	260

Source: 2013-2017 American Community Survey, 5-Year Estimates

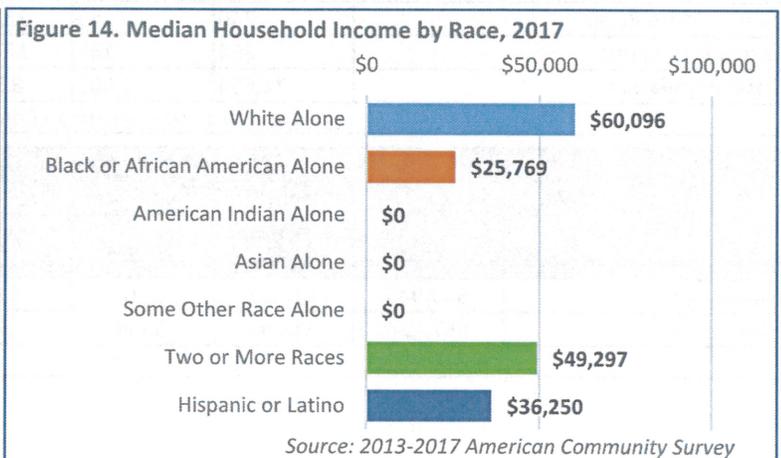


Table 24. Household and Family Incomes, 2017					Table 24a. Per Capita Income, 2017			
	Median Household Income	Average Household Income	Median Family Income	Average Family Income		Meeker Co.	Minnesota	Percent of State
Meeker Co.	\$59,611	\$72,746	\$72,210	\$86,622	Per capita income in the past 12 months	\$29,216	\$34,712	84.2%
Minnesota	\$65,699	\$86,796	\$82,785	\$104,103				

*Source: 2013-2017 American Community Survey, 5-Year Estimates*

Table 25. Household Incomes, 2017						
	Less than \$25,000	\$25,000-\$49,999	\$50,000-\$74,999	\$75,000-\$99,999	\$100,000-\$149,999	\$150,000 or more
Meeker Co.	18.2%	21.8%	22.7%	15.7%	14.5%	7.2%
Minnesota	17.0%	20.8%	18.5%	14.0%	16.6%	13.1%

*Source: 2013-2017 American Community Survey, 5-Year Estimates*



Table 26. Poverty Status in the past 12 months by Race or Origin, 2017 (total population for whom poverty status is determined)	Total Population	Income below the poverty level	Poverty Rate (% below pov. level)	Income at or above the poverty level	Minnesota Poverty Rate
White Alone	22,075	1,810	8.2%	20,265	7.9%
Black or African American Alone	158	10	6.3%	148	31.9%
American Indian Alone	24	6	25.0%	18	31.5%
Asian Alone	75	3	4.0%	72	15.4%
Some Other Race Alone	82	3	3.7%	79	23.4%
Two or More Races	240	53	22.1%	187	18.3%
Hispanic or Latino	864	149	17.2%	715	20.9%
<b>Total Population</b>	<b>22,654</b>	<b>1,885</b>	<b>8.3%</b>	<b>20,769</b>	<b>10.5%</b>

*Source: 2013-2017 American Community Survey, 5-Year Estimates*

Table 27. Family Yearly Cost, Worker Hourly Wage, and Family Monthly Costs, 2018									
	Family Yearly Cost of Living	Hourly Wage Required	Monthly Costs						
			Child Care	Food	Health Care	Housing	Transportation	Other	Taxes
Meeker Co.	\$49,945	\$16.01	\$218	\$746	\$417	\$761	\$1,024	\$440	\$556
Minnesota	\$57,624	\$18.47	\$504	\$763	\$459	\$980	\$869	\$510	\$717

*Source: DEED Cost of Living tool*

WAGES AND OCCUPATIONS

	Median Hourly Wage	Estimated Regional Employment
EDR 1 - Northwest	\$18.39	36,250
Region 2 - Headwaters	\$17.06	30,460
Region 3 - Arrowhead	\$17.72	143,490
Region 4 - West Central	\$17.46	86,020
Region 5 - North Central	\$16.75	59,210
Region 6E - Southwest Central	\$17.56	50,120
Region 6W - Upper MN Valley	\$16.86	16,640
Region 7E - East Central	\$18.47	51,730
Region 7W - Central	\$17.91	184,060
Region 8 - Southwest	\$16.53	55,150
Region 9 - South Central	\$17.56	107,700
Region 10 - Southeast	\$18.91	238,090
Region 11 - 7-County Twin Cities	\$21.92	1,769,290
<b>State of Minnesota</b>	<b>\$20.07</b>	<b>2,838,270</b>

*Source: DEED Occupational Employment Statistics, Qtr. 1 2018*

	Median Hourly Wage	Estimated Regional Employment
Central Minnesota	\$17.93	285,900
Northeast Minnesota	\$17.72	143,490
Northwest Minnesota	\$17.38	211,950
Southeast Minnesota	\$18.91	238,090
Southwest Minnesota	\$17.14	179,500
Twin Cities Metro Area	\$21.92	1,769,290
<b>State of Minnesota</b>	<b>\$20.07</b>	<b>2,838,270</b>

*Source: DEED Occupational Employment Statistics, Qtr. 1 2018*

Occupational Group	Region 6E				State of Minnesota		
	Median Hourly Wage	Estimated Regional Employment	Share of Total Employment	Location Quotient	Median Hourly Wage	Estimated Statewide Employment	Share of Total Employment
<b>Total, All Occupations</b>	<b>\$17.56</b>	<b>50,120</b>	<b>100.0%</b>	<b>1.0</b>	<b>\$20.07</b>	<b>2,838,270</b>	<b>100.0%</b>
Office & Administrative Support	\$16.73	6,050	12.1%	0.8	\$18.45	409,820	14.4%
Production	\$19.23	7,950	15.9%	2.1	\$17.89	217,610	7.7%
Healthcare Practitioners & Technical	\$27.84	2,460	4.9%	0.8	\$34.44	182,500	6.4%
Sales & Related	\$12.06	4,500	9.0%	0.9	\$14.10	277,720	9.8%
Transportation & Material Moving	\$17.24	3,430	6.8%	1.1	\$17.59	178,720	6.3%
Education, Training & Library	\$19.99	4,640	9.3%	1.6	\$23.65	163,850	5.8%
Food Preparation & Serving Related	\$10.38	2,720	5.4%	0.6	\$11.12	239,950	8.5%
Healthcare Support	\$13.62	2,420	4.8%	1.6	\$15.81	85,940	3.0%
Management	\$39.32	2,060	4.1%	0.7	\$49.99	168,930	6.0%
Personal Care & Service	\$12.28	3,590	7.2%	1.5	\$12.12	139,210	4.9%
Business & Financial Operations	\$29.67	1,330	2.7%	0.5	\$31.97	161,080	5.7%
Installation, Maintenance & Repair	\$20.28	1,860	3.7%	1.1	\$23.22	95,660	3.4%
Computer & Mathematical	\$30.48	530	1.1%	0.3	\$40.00	94,290	3.3%
Building, Grounds Cleaning & Maint.	\$14.08	1,210	2.4%	0.8	\$14.07	84,300	3.0%
Construction & Extraction	\$22.91	1,660	3.3%	0.9	\$27.10	99,900	3.5%
Community & Social Service	\$22.01	970	1.9%	1.0	\$21.88	55,430	2.0%
Protective Service	\$20.18	620	1.2%	0.8	\$20.27	43,150	1.5%
Architecture & Engineering	\$32.62	1,050	2.1%	1.1	\$36.61	53,780	1.9%
Arts, Design, Entertainment & Media	\$16.37	280	0.6%	0.4	\$23.44	36,910	1.3%
Life, Physical & Social Science	\$27.39	410	0.8%	0.9	\$31.27	26,220	0.9%
Legal	\$27.38	130	0.3%	0.4	\$37.34	19,750	0.7%
Farming, Fishing & Forestry	\$14.40	240	0.5%	3.8	\$15.45	3,540	0.1%

*Source: DEED Occupational Employment Statistics, Qtr. 1 2018*

Table 30. Job Vacancy Survey Results, Qtr. 2 2018

Region 6E	Number of Total Vacancies	Percent Part-time	Percent Temporary or Seasonal	Requiring Post-Secondary Education	Requiring 1 or More Years of Work Exp.	Requiring Certificate or License	Median Hourly Wage Offer	Job Vacancy Rate
<b>Total, All Occupations</b>	<b>2,927</b>	<b>36%</b>	<b>11%</b>	<b>33%</b>	<b>44%</b>	<b>46%</b>	<b>\$14.95</b>	<b>5.4</b>
Management	67	0%	4%	70%	100%	29%	\$31.04	3.2
Business & Financial Operations	57	2%	17%	91%	94%	13%	\$29.53	4.3
Computer & Mathematical	14	0%	0%	32%	100%	0%	\$18.00	2.7
Architecture & Engineering	13	0%	0%	100%	100%	80%	\$28.99	1.2
Life, Physical & Social Sciences	#N/A	#N/A	#N/A	#N/A	#N/A	#N/A	#N/A	#N/A
Community & Social Service	81	37%	6%	27%	85%	28%	\$18.17	8.3
Legal	#N/A	#N/A	#N/A	#N/A	#N/A	#N/A	#N/A	#N/A
Education, Training & Library	146	47%	34%	89%	74%	75%	\$16.42	3.1
Arts, Design, Entertainment & Media	14	56%	0%	69%	84%	25%	\$17.47	5.1
Healthcare Practitioners & Technical	171	33%	2%	93%	55%	95%	\$27.09	6.9
Healthcare Support	188	86%	0%	10%	6%	76%	\$13.17	7.7
Protective Service	40	82%	24%	8%	62%	82%	\$11.53	6.5
Food Preparation & Serving Related	279	69%	6%	0%	16%	8%	\$10.68	10.3
Building, Grounds Cleaning & Maint.	115	45%	49%	0%	17%	21%	\$11.99	9.5
Personal Care & Service	276	50%	12%	27%	27%	53%	\$11.15	7.7
Sales & Related	374	13%	1%	0%	25%	55%	\$18.61	8.3
Office & Administrative Support	331	20%	13%	15%	34%	28%	\$15.66	5.5
Construction & Extraction	63	6%	8%	78%	88%	86%	\$20.73	3.8
Installation, Maintenance & Repair	162	0%	0%	77%	88%	6%	\$14.58	8.7
Production	133	1%	0%	37%	27%	4%	\$15.39	1.7
Transportation & Material Moving	268	51%	18%	40%	68%	96%	\$18.12	7.8
Internships	#N/A	#N/A	#N/A	#N/A	#N/A	#N/A	#N/A	#N/A

Source: DEED Job Vacancy Survey, Qtr. 2 2018

Figure 16. Job Vacancies by Industry, Qtr. 2 2018

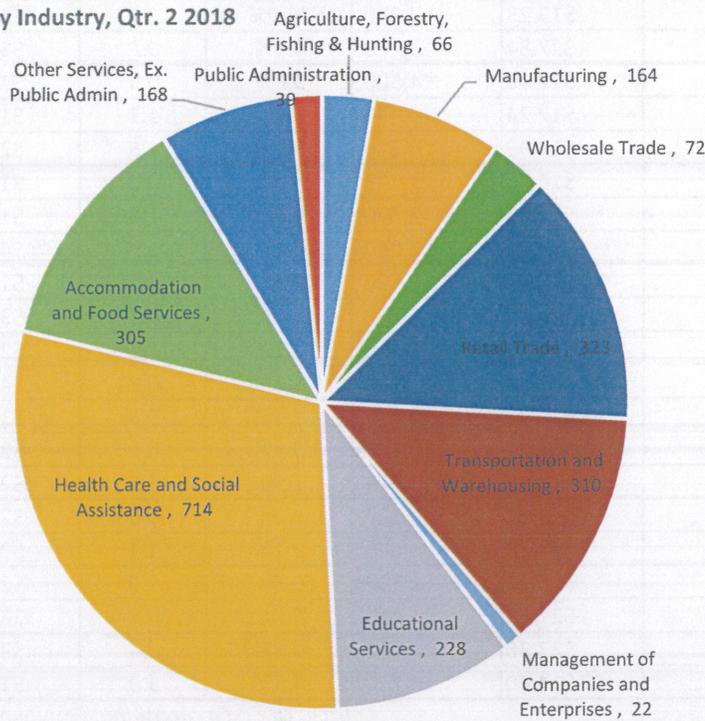
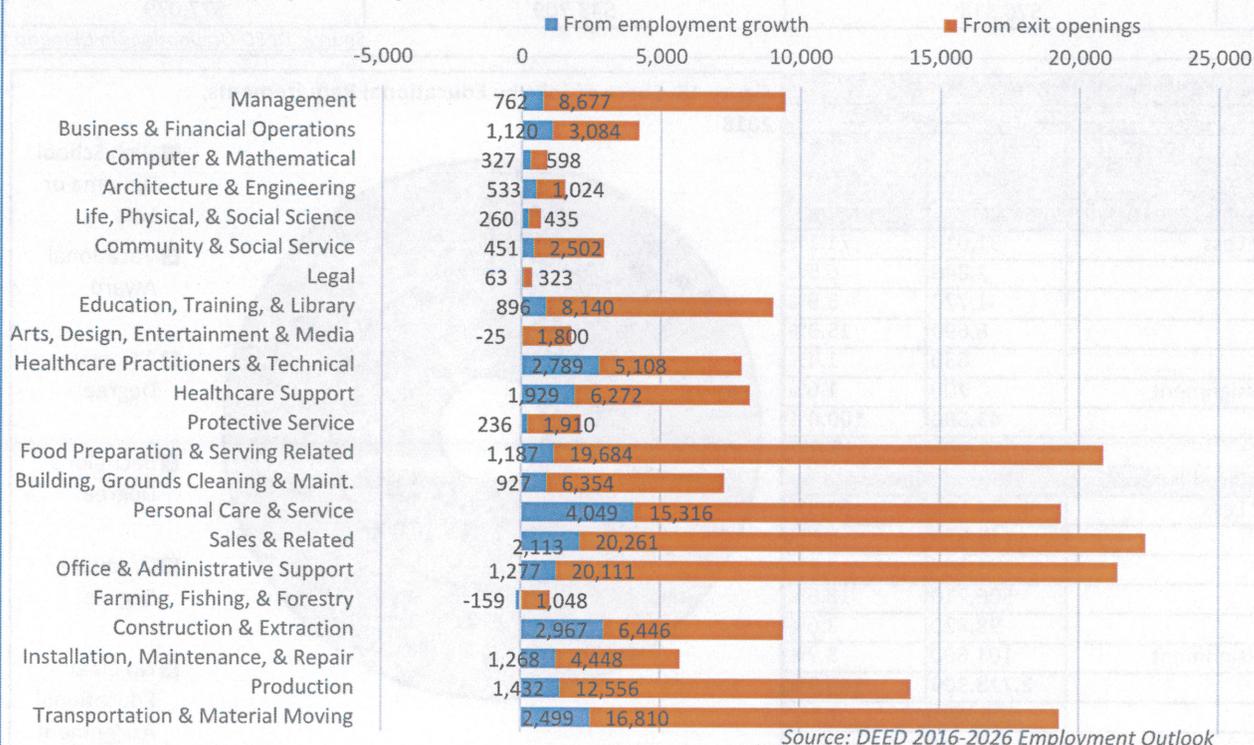


Table 31. Regional Employment Projections, 2016-2026

Occupational Group	Central						
	2016 Estimate	2026 Projection	2016-2026 Percent Change	Total Change	Labor Force Exit Openings	Transfer Openings	2016-2026 Total Hires
<b>Total, All Occupations</b>	<b>310,433</b>	<b>337,062</b>	<b>8.6%</b>	<b>26,629</b>	<b>157,485</b>	<b>200,978</b>	<b>385,092</b>
Management	22,688	23,450	3.4%	762	8,677	8,790	18,229
Business & Financial Operations	9,672	10,792	11.6%	1,120	3,084	5,972	10,176
Computer & Mathematical	3,304	3,631	9.9%	327	598	1,676	2,601
Architecture & Engineering	3,676	4,209	14.5%	533	1,024	1,884	3,441
Life, Physical, & Social Science	1,540	1,800	16.9%	260	435	977	1,672
Community & Social Service	5,946	6,397	7.6%	451	2,502	4,163	7,116
Legal	1,216	1,279	5.2%	63	323	440	826
Education, Training, & Library	18,884	19,780	4.7%	896	8,140	7,966	17,002
Arts, Design, Entertainment, & Media	4,229	4,204	-0.6%	-25	1,800	2,145	3,920
Healthcare Practitioners & Technical	17,541	20,330	15.9%	2,789	5,108	5,096	12,993
Healthcare Support	9,784	11,713	19.7%	1,929	6,272	5,679	13,880
Protective Service	4,487	4,723	5.3%	236	1,910	2,343	4,489
Food Preparation & Serving Related	24,857	26,044	4.8%	1,187	19,684	24,091	44,962
Building, Grounds Cleaning & Maint.	10,012	10,939	9.3%	927	6,354	6,671	13,952
Personal Care & Service	18,049	22,098	22.4%	4,049	15,316	13,573	32,938
Sales & Related	31,757	33,870	6.7%	2,113	20,261	25,663	48,037
Office & Administrative Support	38,336	39,613	3.3%	1,277	20,111	23,455	44,843
Farming, Fishing, & Forestry	2,952	2,793	-5.4%	-159	1,048	3,146	4,035
Construction & Extraction	16,729	19,696	17.7%	2,967	6,446	11,746	21,159
Installation, Maintenance, & Repair	12,291	13,559	10.3%	1,268	4,448	7,639	13,355
Production	30,697	32,129	4.7%	1,432	12,556	22,427	36,415
Transportation & Material Moving	32,379	34,878	7.7%	2,499	16,810	22,710	42,019

Source: DEED 2016-2026 Employment Outlook

Figure 17. Regional Employment Projections, 2016-2026



Source: DEED 2016-2026 Employment Outlook

**Table 32. Regional Occupations in Demand, 2017**

Region 6E			
Less than High School	High School or Equivalent	Some College or Assoc. Degree	Bachelor's Degree or Higher
Personal Care Aides \$24,653	Teacher Assistants \$28,803	Registered Nurses \$63,103	Elementary School Teachers \$47,655
Retail Salespersons \$22,805	Heavy & Tractor-Trailer Truck Drivers \$40,061	Nursing Assistants \$27,390	Secondary School Teachers \$54,570
Combined Food Prep & Serving Workers \$20,528	Bus Drivers, School or Special Client \$27,373	Licensed Practical & Licensed Vocational Nurses \$38,973	Construction Managers \$78,625
Farmworkers, Farm, Ranch, & Aquacultural \$25,081	Social & Human Service Assistants \$32,492	Hairdressers, Hairstylists, & Cosmetologists \$24,672	Accountants & Auditors \$60,319
Laborers & Freight, Stock, & Material Movers, Hand \$32,356	Light Truck or Delivery Services Drivers \$35,251	Automotive Service Technicians & Mechanics \$32,134	Industrial Engineers \$94,584
Slaughterers & Meat Packers \$30,742	Bus & Truck Mechanics & Diesel Engine Specialists \$46,304	Electricians \$48,054	Family & General Practitioners \$196,095
Cashiers \$19,958	Secretaries & Administrative Assistants \$33,871	Industrial Machinery Mechanics \$56,475	Financial Managers \$105,651
Stock Clerks & Order Fillers \$24,158	Sales Representatives, Wholesale & Manufacturing \$54,846	Police & Sheriff's Patrol Officers \$48,062	Human Resources Specialists \$50,561
Home Health Aides \$24,470	Welders, Cutters, Solderers, & Brazers \$40,732	Industrial Engineering Technicians \$50,850	Mental Health Counselors \$47,169
Food Preparation Workers \$22,337	Farmers, Ranchers, & Other Agricultural Managers \$76,318	Dental Assistants \$43,709	Civil Engineers \$77,079

Source: DEED Occupations in Demand

**Table 33. Share of Jobs by Educational Requirements, 2018**

Region 6E		
Typical Education Required for Entry:	Count of Jobs Requiring:	Percent of Jobs Requiring:
High School Diploma or Less	31,010	71.1%
Vocational Award	2,840	6.5%
Associate Degree	1,720	3.9%
Bachelor's Degree	6,690	15.3%
Graduate Degree	630	1.4%
No Clear Educational Assignment	700	1.6%
<b>Total, All Occupations</b>	<b>43,590</b>	<b>100.0%</b>
<i>Number Unclassified</i>	<i>6,530</i>	<i>13.0%</i>
State of Minnesota		
High School Diploma or Less	1,754,540	64.3%
Vocational Award	135,570	5.0%
Associate Degree	131,560	4.8%
Bachelor's Degree	506,210	18.6%
Graduate Degree	98,820	3.6%
No Clear Educational Assignment	101,600	3.7%
<b>Total, All Occupations</b>	<b>2,728,300</b>	<b>100.0%</b>
<i>Number Unclassified</i>	<i>109,970</i>	<i>3.9%</i>

Source: DEED Occupational Employment Statistics, Qtr. 1 2018

**Figure 18. Share of Jobs by Educational Requirements, 2018**

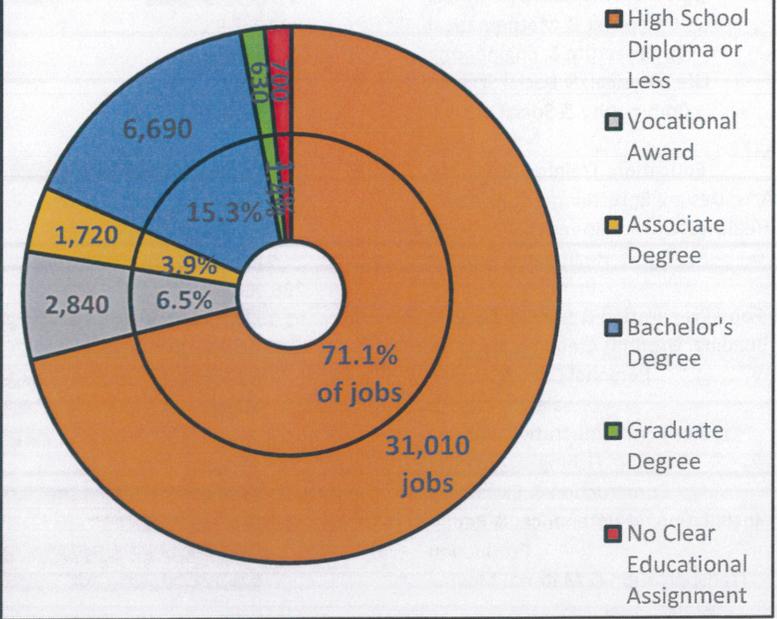


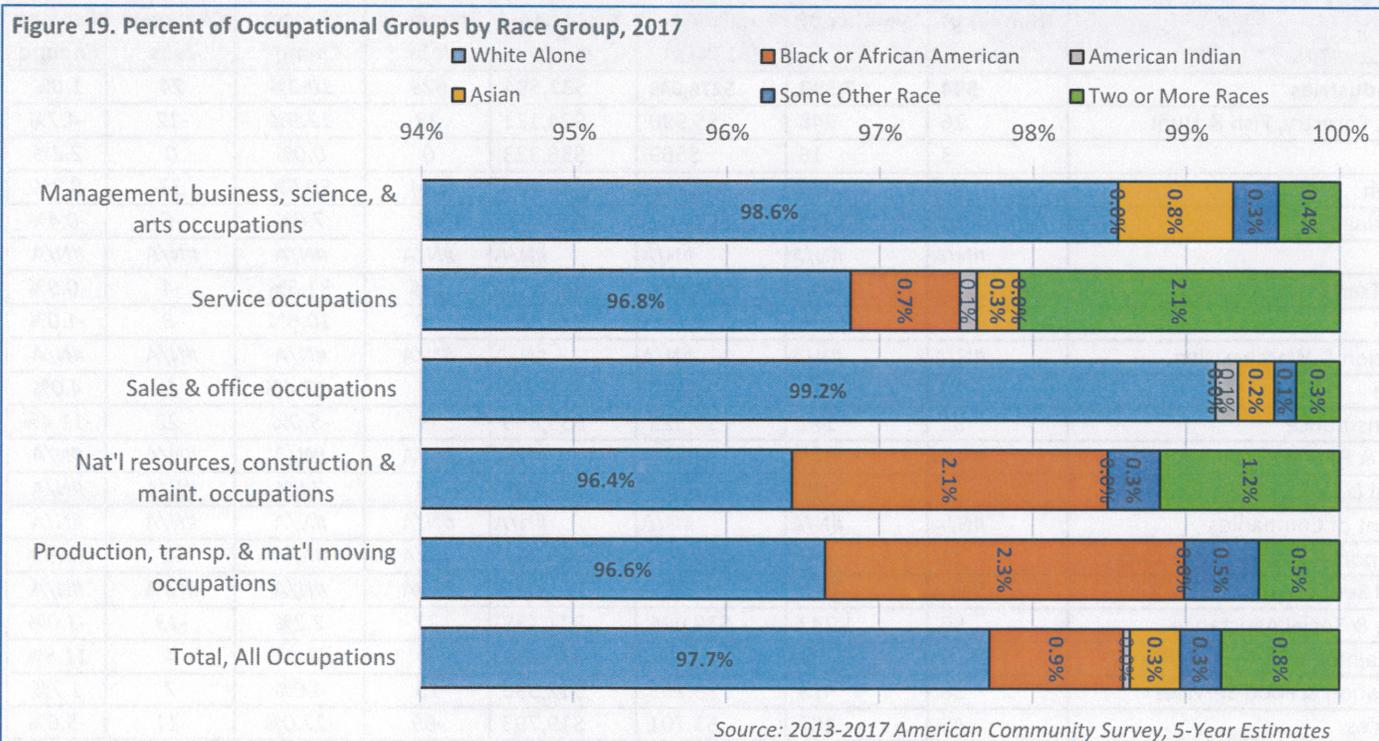
Table 34. Occupational Groups by Gender, 2017	Male		Female		Total
	Number	Percent	Number	Percent	Number
Management, business, science, & arts occupations	1,672	44.8%	2,056	55.2%	3,728
Service occupations	576	31.7%	1,240	68.3%	1,816
Sales & office occupations	740	35.2%	1,364	64.8%	2,104
Natural resources, construction, & maintenance occupations	1,420	97.6%	35	2.4%	1,455
Production, transportation, & material moving occupations	1,890	76.4%	584	23.6%	2,474
<b>Total</b>	<b>6,298</b>	<b>54.4%</b>	<b>5,279</b>	<b>45.6%</b>	<b>11,577</b>

Source: 2013-2017 American Community Survey, 5-Year Estimates

Table 35. Occupational Groups by Race Group, 2017	White Alone	Black or African American	American Indian Alone	Asian Alone	Some Other Race Alone	Two or More Races	Total	Hispanic or Latino
Management, business, science, & arts	3,674	0	0	28	11	15	3,728	105
Service occupations	1,758	13	2	5	0	38	1,816	115
Sales & office occupations	2,087	0	3	5	3	6	2,104	32
Nat'l resources, construction & maint.	1,403	30	0	0	5	17	1,455	42
Production, transportation & mat'l moving	2,391	58	0	0	12	13	2,474	97
<b>Total</b>	<b>11,313</b>	<b>101</b>	<b>5</b>	<b>38</b>	<b>31</b>	<b>89</b>	<b>11,577</b>	<b>391</b>

Percent of Occupational Groups by Race Group and Origin, 2017	White Alone	Black or African American	American Indian	Asian	Some Other Race	Two or More Races	Hispanic or Latino
Management, business, science, & arts occ	98.6%	0.0%	0.0%	0.8%	0.3%	0.4%	2.8%
Service occupations	96.8%	0.7%	0.1%	0.3%	0.0%	2.1%	6.3%
Sales & office occupations	99.2%	0.0%	0.1%	0.2%	0.1%	0.3%	1.5%
Nat'l resources, construction & maint. occ	96.4%	2.1%	0.0%	0.0%	0.3%	1.2%	2.9%
Production, transp. & mat'l moving occup	96.6%	2.3%	0.0%	0.0%	0.5%	0.5%	3.9%
<b>Total, All Occupations</b>	<b>97.7%</b>	<b>0.9%</b>	<b>0.0%</b>	<b>0.3%</b>	<b>0.3%</b>	<b>0.8%</b>	<b>3.4%</b>

Source: 2013-2017 American Community Survey, 5-Year Estimates



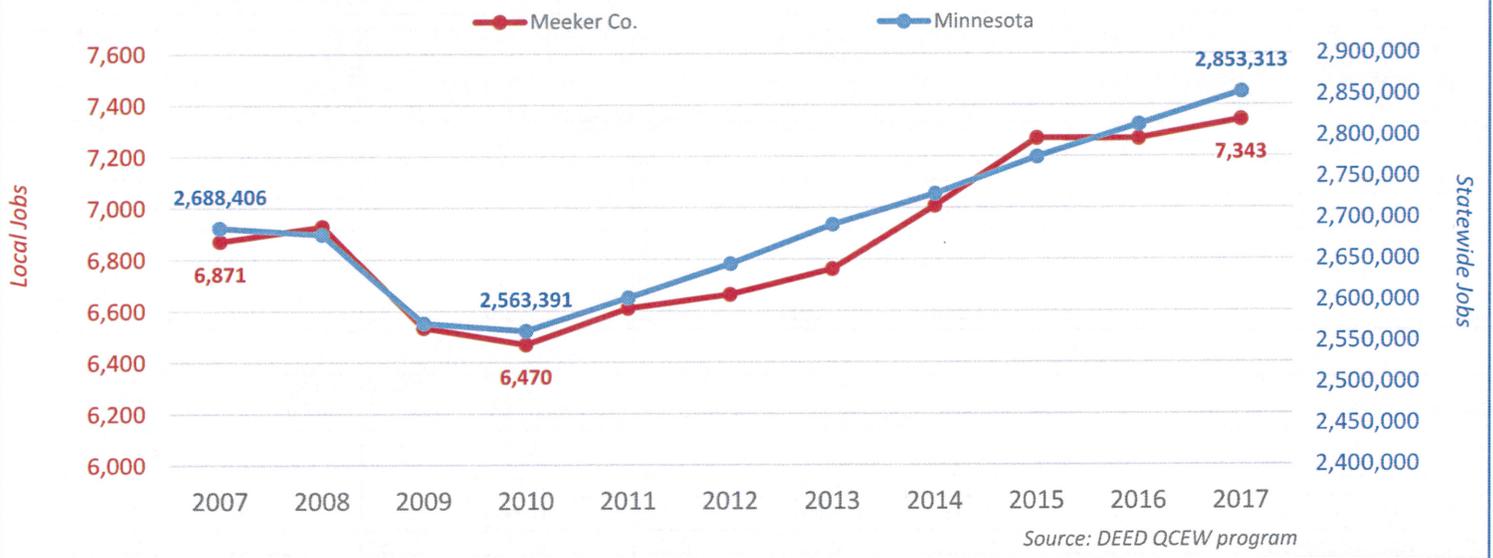
Source: 2013-2017 American Community Survey, 5-Year Estimates

**Table 36. Industry Employment Statistics, 2017**

	2017 Annual Data				2012-2017		2016-2017	
	Number of Firms	Number of Jobs	Total Payroll	Avg. Annual Wages	Change in Jobs	Percent Change	Change in Jobs	Percent Change
Meeker Co.	594	7,343	\$276,049,124	\$37,594	679	10.2%	74	1.0%
State of Minnesota	167,485	2,853,730	\$160,254,656,806	\$56,156	208,795	7.9%	39,728	1.4%

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

**Figure 20. Industry Employment Statistics, 2007-2017**



**Table 37. Industry Employment Statistics, 2017**

Meeker Co.	2017 Annual Data				2012-2017		2016-2017	
NAICS Industry Title	Number of Firms	Number of Jobs	Total Payroll (\$1,000s)	Avg. Annual Wage	Change in Jobs	Percent Change	Change in Jobs	Percent Change
<b>Total, All Industries</b>	<b>594</b>	<b>7,343</b>	<b>\$276,049</b>	<b>\$37,594</b>	<b>679</b>	<b>10.2%</b>	<b>74</b>	<b>1.0%</b>
Agriculture, Forestry, Fish & Hunt	26	248	\$5,990	\$24,121	28	12.9%	-12	-4.7%
Mining	3	16	\$569	\$36,323	0	0.0%	0	2.2%
Construction	84	429	\$20,962	\$48,863	144	50.5%	33	8.3%
Manufacturing	54	1,428	\$70,901	\$49,650	93	7.0%	-6	-0.4%
Utilities	#N/A	#N/A	#N/A	#N/A	#N/A	#N/A	#N/A	#N/A
Wholesale Trade	28	443	\$21,803	\$49,216	106	31.5%	-4	-0.9%
Retail Trade	72	833	\$19,480	\$23,385	80	10.6%	-8	-1.0%
Transportation & Warehousing	#N/A	#N/A	#N/A	#N/A	#N/A	#N/A	#N/A	#N/A
Information	5	26	\$467	\$17,970	-4	-12.4%	1	4.0%
Finance & Insurance	31	171	\$9,523	\$55,693	-9	-5.0%	-22	-11.4%
Real Estate & Rental & Leasing	#N/A	#N/A	#N/A	#N/A	#N/A	#N/A	#N/A	#N/A
Professional & Technical Services	29	213	\$2,534	\$11,895	14	7.0%	#N/A	#N/A
Management of Companies	#N/A	#N/A	#N/A	#N/A	#N/A	#N/A	#N/A	#N/A
Admin. Support & Waste Mgmt. Svcs.	28	247	\$6,215	\$25,127	#N/A	#N/A	32	15.0%
Educational Services	#N/A	#N/A	#N/A	#N/A	#N/A	#N/A	#N/A	#N/A
Health Care & Social Assistance	50	1,242	\$39,046	\$31,438	27	2.2%	-13	-1.0%
Arts, Entertainment, & Recreation	9	38	\$617	\$16,232	9	31.0%	4	11.8%
Accommodation & Food Services	38	418	\$5,265	\$12,596	16	4.0%	7	1.7%
Other Services	45	187	\$3,701	\$19,793	-69	-27.0%	-11	-5.6%
Public Administration	19	444	\$17,989	\$40,516	20	4.7%	7	1.6%

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

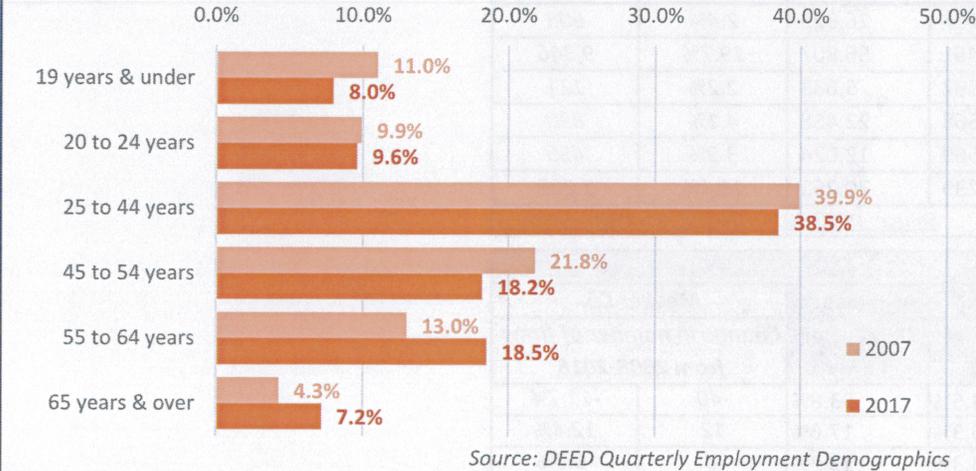
Table 38. Workforce Demographics by Age Group and Gender, Total of All Industries, 2007-2017

Meeker Co.	Percentage of Workers		Minnesota		Median Hourly Wage		Median Hours Worked	
	2017	2007	2017	2007	2017	2007	2017	2007
Total, all ages	100.0%	100.0%	100.0%	100.0%	\$17.20	\$14.07	430	420
19 years & under	8.0%	11.0%	5.5%	7.9%	\$10.68	\$7.27	129	125
20 to 24 years	9.6%	9.9%	10.1%	11.9%	\$14.25	\$11.19	325	318
25 to 44 years	38.5%	39.9%	43.2%	43.0%	\$18.95	\$16.73	470	480
45 to 54 years	18.2%	21.8%	19.6%	22.2%	\$20.00	\$17.09	480	480
55 to 64 years	18.5%	13.0%	16.8%	12.0%	\$19.08	\$15.81	480	479
65 years & over	7.2%	4.3%	4.8%	3.0%	\$15.82	\$11.31	210	177

Meeker Co.	Percentage of Workers		Minnesota		Median Hourly Wage		Median Hours Worked	
	2017	2007	2017	2007	2017	2007	2017	2007
Total, all ages	100.0%	100.0%	100.0%	100.0%	\$17.20	\$14.07	430	420
Male	51.8%	48.7%	49.2%	49.2%	\$19.71	\$16.24	480	480
Female	48.2%	51.3%	50.8%	50.8%	\$15.45	\$12.45	368	360

Source: DEED Quarterly Employment Demographics

Figure 21. Percentage of Workforce by Age Group, Total of All Industries, 2007-2017



Source: DEED Quarterly Employment Demographics

Figure 22. Percentage of Workforce by Gender, Total of All Industries, 2017

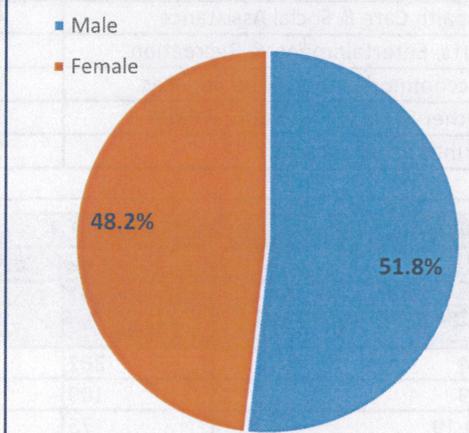
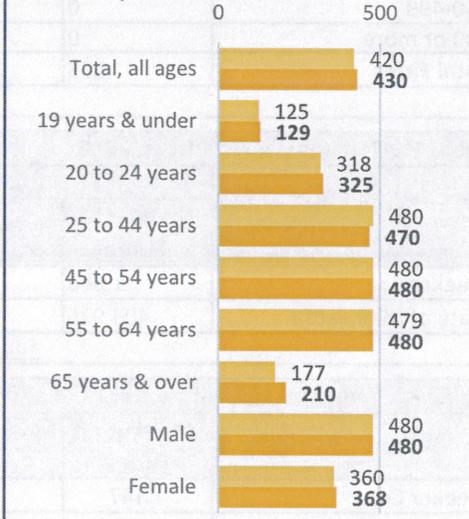


Figure 23. Median Hourly Wage by Age Group and Gender, Total of All Industries, 2007-2017



Source: DEED Quarterly Employment Demographics

Figure 24. Median Hours Worked Per Quarter, Total of All Industries, 2007-2017



Source: DEED QED program

**Table 39. Regional Industry Employment Projections, 2016-2026**

Central	Estimated Employment 2016	Projected Employment 2026	Percent Change 2016-2026	Numeric Change 2016-2026
<b>Total, All Industries</b>	<b>310,433</b>	<b>337,062</b>	<b>8.6%</b>	<b>26,629</b>
Agriculture, Forestry, Fish & Hunt	4,475	4,189	-6.4%	-286
Mining	336	267	-20.5%	-69
Utilities	2,234	2,342	4.8%	108
Construction	16,522	20,503	24.1%	3,981
Manufacturing	41,361	43,677	5.6%	2,316
Wholesale Trade	10,237	11,189	9.3%	952
Retail Trade	35,825	37,842	5.6%	2,017
Transportation & Warehousing	10,210	11,568	13.3%	1,358
Information	2,855	2,673	-6.4%	-182
Finance & Insurance	7,341	7,521	2.5%	180
Real Estate & Rental & Leasing	1,965	1,981	0.8%	16
Professional & Technical Services	6,961	8,372	20.3%	1,411
Management of Companies	1,681	1,763	4.9%	82
Administrative & Waste Services	9,834	10,892	10.8%	1,058
Educational Services	25,717	26,325	2.4%	608
Health Care & Social Assistance	47,461	56,807	19.7%	9,346
Arts, Entertainment, & Recreation	5,562	5,683	2.2%	121
Accommodation & Food Services	21,568	22,458	4.1%	890
Other Services, Ex. Public Admin	11,569	12,024	3.9%	455
Public Administration	18,239	20,261	11.1%	2,022

Source: DEED 2016-2026 Employment Outlook

**Table 40. Employers by Size Class, 2016**

Number of Employees	Meeker Co.		Minnesota	Meeker Co.	
	Number of Firms	Percent of Firms	Percent of Firms	Change in number of firms from 2008-2016	
1-4	302	53.5%	53.8%	-40	-11.7%
5-9	109	19.3%	17.6%	12	12.4%
10-19	75	13.3%	13.2%	-5	-6.3%
20-49	51	9.0%	9.3%	-1	-1.9%
50-99	19	3.4%	3.3%	8	72.7%
100-249	9	1.6%	1.9%	-1	-10.0%
250-499	0	0.0%	0.5%	0	#DIV/0!
500 or more	0	0.0%	0.3%	0	#DIV/0!
<b>Total Firms</b>	<b>565</b>	<b>100.0%</b>	<b>100.0%</b>	<b>-27</b>	<b>-4.6%</b>

Source: U.S. Census, County Business Patterns

**Table 41. Nonemployer Statistics, 2016**

	2016		2006-2016	
	Number of Firms	Receipts (\$1,000s)	Change in Nonemps.	Percent Change
Meeker Co.	1,686	\$72,801	-174	-9.4%
State of Minnesota	403,926	\$18,727,372	27,062	7.2%

Source: U.S. Census, Nonemployer Statistics program

**Table 42. Census of Agriculture, 2012**

	Number of Farms	Market Value of Products Sold	State Rank (of 87)	Change in Mkt. Value, 2007-2012
Meeker Co.	1,147	\$291,736,000	35	43.0%
State of Minnesota	74,542	\$21,280,184,000		61.5%

Source: 2012 Census of Agriculture

Table 43. Housing Characteristics, 2017	Meeker Co.		Minnesota		Meeker Co.	
	Number	Percent	Number	Percent	Household Size	Percent
Total housing units	10,795	100.0%	2,404,624	100.0%	Owner-occupied	7,211 78.7%
Occupied housing units	9,164	84.9%	2,153,202	89.5%	Average household size, owner-occ.	2.62
Vacant housing units	1,631	15.1%	251,422	10.5%	Renter-occupied	1,953 21.3%
Homeowner vacancy rate	1.3%		1.2%		Average household size, renter-occ.	1.98
Rental vacancy rate	4.5%		4.1%		Total, occupied units	9,164 100.0%

*Source: 2013-2017 American Community Survey, 5-Year Estimates*

	Meeker Co.		Minnesota	
	Number	Percent	Number	Percent
Occupied Housing Units	9,164	100.0%	2,153,202	100.0%
Owner-occupied	7,211	78.7%	1,542,041	71.6%
Renter-occupied	1,953	21.3%	611,161	28.4%

Meeker Co.							
Units in Structure	Total	Percent	Owner-occupied	Percent	Renter-occupied	Percent	Total
1, detached	7,523	82.1%	6,707	93.0%	816	41.8%	7,523
1, attached	122	1.3%	63	0.9%	59	3.0%	122
2 apartments	173	1.9%	30	0.4%	143	7.3%	173
3 or 4 apartments	217	2.4%	11	0.2%	206	10.5%	217
5 to 9 apartments	130	1.4%	4	0.1%	126	6.5%	130
10 or more apartments	561	6.1%	0	0.0%	561	28.7%	561
Mobile home or other	438	4.8%	396	5.5%	42	2.2%	438
<b>Total</b>	<b>9,164</b>	<b>100.0%</b>	<b>7,211</b>	<b>100.0%</b>	<b>1,953</b>	<b>100.0%</b>	<b>9,164</b>

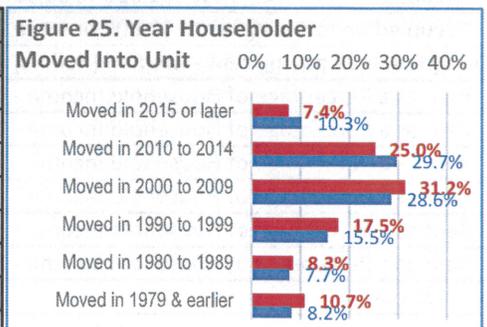
Meeker Co.							
Year Structure Built	Total	Percent	Owner-occupied	Percent	Renter-occupied	Percent	Total
2014 or or later	38	0.4%	19	0.3%	19	1.0%	38
2010 to 2013	188	1.7%	142	2.0%	34	1.7%	176
2000 to 2009	1,532	14.2%	1,159	16.1%	149	7.6%	1,308
1980 to 1999	2,317	21.5%	1,610	22.3%	332	17.0%	1,942
1960 to 1979	2,605	24.1%	1,597	22.1%	600	30.7%	2,197
1940 to 1959	1,754	16.2%	1,139	15.8%	419	21.5%	1,558
1939 or earlier	2,361	21.9%	1,545	21.4%	400	20.5%	1,945
<b>Total</b>	<b>10,795</b>	<b>100.0%</b>	<b>7,211</b>	<b>100.0%</b>	<b>1,953</b>	<b>100.0%</b>	<b>9,164</b>

Meeker Co.							
Bedrooms	Total	Percent	Owner-occupied	Percent	Renter-occupied	Percent	Total
No bedroom	68	0.7%	8	0.1%	60	3.1%	68
1 bedroom	756	8.2%	165	2.3%	591	30.3%	756
2 or 3 bedrooms	5,845	63.8%	4,734	65.6%	1,111	56.9%	5,845
4 or more bedrooms	2,495	27.2%	2,304	32.0%	191	9.8%	2,495
<b>Total</b>	<b>9,164</b>	<b>100.0%</b>	<b>7,211</b>	<b>100.0%</b>	<b>1,953</b>	<b>100.0%</b>	<b>9,164</b>

*Source: 2013-2017 American Community Survey, 5-Year Estimates*

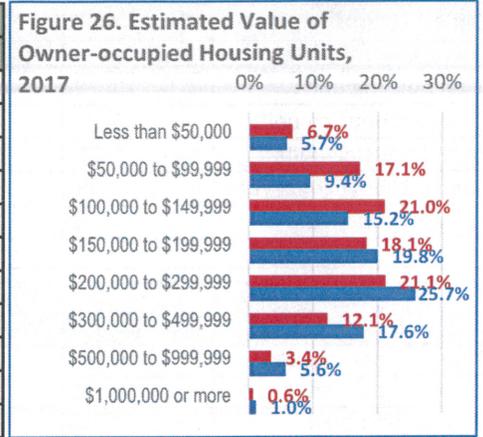
Table 44. Year Householder Moved Into Unit, 2017	Meeker Co.		Minnesota	
	Total	Percent	Total	Percent
Moved in 2015 or later	675	7.4%	220,864	10.3%
Moved in 2010 to 2014	2,293	25.0%	638,526	29.7%
Moved in 2000 to 2009	2,858	31.2%	616,272	28.6%
Moved in 1990 to 1999	1,600	17.5%	334,372	15.5%
Moved in 1980 to 1989	761	8.3%	166,606	7.7%
Moved in 1979 & earlier	977	10.7%	176,562	8.2%
<b>Total</b>	<b>9,164</b>	<b>100.0%</b>	<b>2,153,202</b>	<b>100.0%</b>

*Source: 2013-2017 American Community Survey, 5-Year Estimates*



	Meeker Co.		Minnesota	
	Total	Percent	Total	Percent
<b>Total</b>	<b>7,211</b>	<b>100.0%</b>	<b>1,542,041</b>	<b>100.0%</b>
Less than \$50,000	482	6.7%	87,959	5.7%
\$50,000 to \$99,999	1,232	17.1%	144,431	9.4%
\$100,000 to \$149,999	1,512	21.0%	234,563	15.2%
\$150,000 to \$199,999	1,307	18.1%	305,826	19.8%
\$200,000 to \$299,999	1,521	21.1%	396,634	25.7%
\$300,000 to \$499,999	872	12.1%	271,324	17.6%
\$500,000 to \$999,999	243	3.4%	85,933	5.6%
\$1,000,000 or more	42	0.6%	15,371	1.0%
<b>Median (dollars)</b>	<b>\$161,600</b>		<b>\$199,700</b>	

Source: 2013-2017 American Community Survey, 5-Year Estimates



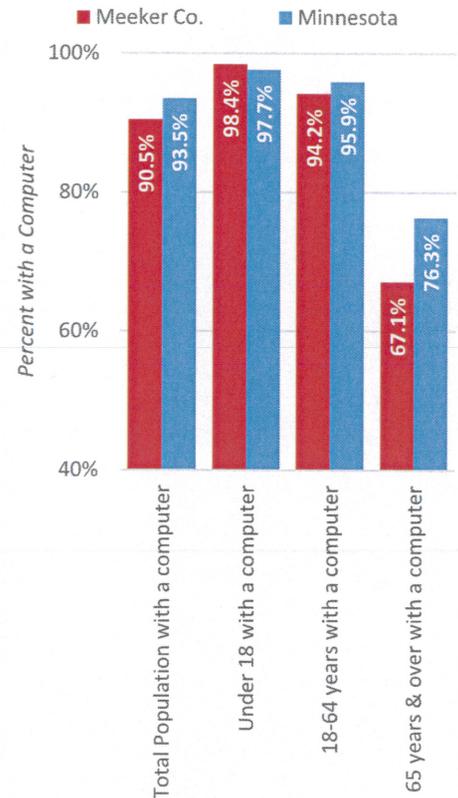
	Meeker Co.		Minnesota	
	Total	Percent	Total	Percent
<b>Housing units with a mortgage</b>	<b>4,277</b>	<b>59.3%</b>	<b>1,034,750</b>	<b>67.1%</b>
Housing units with a mortgage - Less than \$500	78	1.8%	13,062	1.3%
Housing units with a mortgage - \$500 to \$999	1,071	25.0%	172,441	16.7%
Housing units with a mortgage - \$1,000 to \$1,499	1,540	36.0%	328,369	31.7%
Housing units with a mortgage - \$1,500 to \$1,999	934	21.8%	257,732	24.9%
Housing units with a mortgage - \$2,000 or more	654	15.3%	263,146	25.4%
Housing units with a mortgage - Median (dollars)	\$1,304		\$1,506	
<b>Housing units without a mortgage</b>	<b>2,934</b>	<b>40.7%</b>	<b>507,291</b>	<b>32.9%</b>
Housing units without a mortgage - Less than \$400	1,035	35.3%	151,846	29.9%
Housing units without a mortgage - \$400 to \$799	1,664	56.7%	288,032	56.8%
Housing units without a mortgage - \$800 to \$999	151	5.1%	37,056	7.3%
Housing units without a mortgage - \$1,000 or more	84	2.9%	30,357	6.0%
Housing units without a mortgage - Median (dollars)	\$465		\$499	
<b>Housing units with a mortgage</b>	<b>4,267</b>		<b>1,031,872</b>	
Housing units with a mortgage - Less than 20.0%	1,954	45.8%	501,605	48.6%
Housing units with a mortgage - 20.0 to 24.9%	712	16.7%	175,888	17.0%
Housing units with a mortgage - 25.0 to 29.9%	548	12.8%	112,396	10.9%
Housing units with a mortgage - 30.0 to 34.9%	346	8.1%	68,242	6.6%
Housing units with a mortgage - 35.0% or more	707	16.6%	173,741	16.8%
<b>Housing unit without a mortgage</b>	<b>2,906</b>		<b>503,066</b>	
Housing units without a mortgage - Less than 25.0%	2,395	82.4%	423,528	84.2%
Housing units without a mortgage - 25.0 to 34.9%	228	7.8%	34,365	6.8%
Housing units without a mortgage - 35.0% or more	283	9.7%	45,173	9.0%
<b>Occupied units paying rent</b>	<b>1,741</b>		<b>584,669</b>	
Occupied units paying rent - Less than \$500	391	22.5%	83,799	14.3%
Occupied units paying rent - \$500 to \$999	1,077	61.9%	263,525	45.1%
Occupied units paying rent - \$1,000 to \$1,499	220	12.6%	158,050	27.0%
Occupied units paying rent - \$1,500 to \$1,999	44	2.5%	57,262	9.8%
Occupied units paying rent - \$2,000 or more	9	0.5%	22,033	3.8%
<b>Occupied units paying rent - Median (dollars)</b>	<b>\$714</b>		<b>\$906</b>	
Rent as a Percentage of Household Income - Less than 15.0%	313	18.0%	78,724	13.5%
Rent as a Percentage of Household Income - 15.0 to 19.9%	345	19.8%	78,516	13.4%
Rent as a Percentage of Household Income - 20.0 to 24.9%	179	10.3%	78,846	13.5%
Rent as a Percentage of Household Income - 25.0 to 29.9%	128	7.4%	70,138	12.0%
Rent as a Percentage of Household Income - 30.0 to 34.9%	131	7.5%	53,884	9.2%
Rent as a Percentage of Household Income - 35.0% or more	642	36.9%	217,345	37.2%
No rent paid	212		26,492	

Source: 2013-2017 American Community Survey, 5-Year Estimates

Table 47. Presence of a Computer & Internet in Household by Age Group	Meeker Co.		Minnesota	
	Number	Percent	Number	Percent
<b>Total Population</b>	<b>22,743</b>	<b>100.0%</b>	<b>5,357,190</b>	<b>100.0%</b>
Has a computer	20,574	90.5%	5,008,362	93.5%
<i>With dial-up Internet</i>	213	1.0%	37,040	0.7%
<i>With broadband Internet</i>	17,964	87.3%	4,598,848	91.8%
<i>Without Internet</i>	2,397	11.7%	372,474	7.4%
No computer	2,169	9.5%	348,828	6.5%
<b>Under 18 years</b>	<b>5,640</b>	<b>24.8%</b>	<b>1,282,092</b>	<b>23.9%</b>
Has a computer	5,551	98.4%	1,252,207	97.7%
<i>With dial-up Internet</i>	24	0.4%	4,857	0.4%
<i>With broadband Internet</i>	4,854	87.4%	1,161,499	92.8%
<i>Without Internet</i>	673	12.1%	85,851	6.9%
No computer	89	1.6%	29,885	2.3%
<b>18 to 64 years</b>	<b>13,086</b>	<b>57.5%</b>	<b>3,304,955</b>	<b>61.7%</b>
Has a computer	12,329	94.2%	3,168,490	95.9%
<i>With dial-up Internet</i>	102	0.8%	18,092	0.6%
<i>With broadband Internet</i>	10,768	87.3%	2,923,041	92.3%
<i>Without Internet</i>	1,459	11.8%	227,357	7.2%
No computer	757	5.8%	136,465	4.1%
<b>65 years &amp; over</b>	<b>4,017</b>	<b>17.7%</b>	<b>770,143</b>	<b>14.4%</b>
Has a computer	2,694	67.1%	587,665	76.3%
<i>With dial-up Internet</i>	87	3.2%	14,091	2.4%
<i>With broadband Internet</i>	2,342	86.9%	514,308	87.5%
<i>Without Internet</i>	265	9.8%	59,266	10.1%
No computer	1,323	32.9%	182,478	23.7%

Source: 2013-2017 American Community Survey, 5-Year Estimates

Figure 27. Presence of a Computer in Household, 2017



Source: 2013-2017 ACS

Table 48. Presence of a Computer & Internet in Household by Race/Origin	Meeker Co.		Minnesota		Meeker Co.		Minnesota
	Number	Percent	Percent		Number	Percent	Percent
<b>Total Population</b>	<b>22,743</b>	<b>100.0%</b>	<b>100.0%</b>	<b>Asian or Other Pacific Islander</b>	<b>87</b>	<b>0.4%</b>	<b>4.7%</b>
Has a computer	20,574	90.5%	93.5%		87	100.0%	96.7%
<i>With dial-up Internet</i>	213	1.0%	0.7%		0	0.0%	0.5%
<i>With broadband Internet</i>	17,964	87.3%	91.8%		84	96.6%	93.0%
<i>Without Internet</i>	2,397	11.7%	7.4%		3	3.4%	6.4%
No computer	2,169	9.5%	6.5%	0	0.0%	3.3%	
<b>White Alone</b>	<b>22,151</b>	<b>97.4%</b>	<b>83.9%</b>	<b>Some Other Race</b>	<b>82</b>	<b>0.4%</b>	<b>1.8%</b>
Has a computer	20,055	90.5%	93.5%		82	100.0%	92.8%
<i>With dial-up Internet</i>	213	1.1%	0.8%		0	0.0%	0.4%
<i>With broadband Internet</i>	17,513	87.3%	92.5%		71	86.6%	81.8%
<i>Without Internet</i>	2,329	11.6%	6.7%		11	13.4%	17.8%
No computer	2,096	9.5%	6.5%	0	0.0%	7.2%	
<b>Black or African American</b>	<b>158</b>	<b>0.7%</b>	<b>5.8%</b>	<b>Two or More Races</b>	<b>242</b>	<b>1.1%</b>	<b>2.8%</b>
Has a computer	100	63.3%	91.2%		227	93.8%	96.6%
<i>With dial-up Internet</i>	0	0.0%	0.4%		0	0.0%	0.3%
<i>With broadband Internet</i>	74	74.0%	85.2%		199	87.7%	91.5%
<i>Without Internet</i>	26	26.0%	14.4%		28	12.3%	8.2%
No computer	58	36.7%	8.8%	15	6.2%	3.4%	
<b>American Indian or Alaska Native</b>	<b>23</b>	<b>0.1%</b>	<b>1.0%</b>	<b>Hispanic or Latino</b>	<b>866</b>	<b>3.8%</b>	<b>5.2%</b>
Has a computer	23	100.0%	83.4%		762	88.0%	93.4%
<i>With dial-up Internet</i>	0	0.0%	0.6%		0	0.0%	0.4%
<i>With broadband Internet</i>	23	100.0%	83.7%		473	62.1%	85.9%
<i>Without Internet</i>	0	0.0%	15.8%		289	37.9%	13.7%
No computer	0	0.0%	16.6%	104	12.0%	6.6%	

Source: 2013-2017 American Community Survey, 5-Year Estimates

OFFICE OF PLANNING AND ZONING  
MEEKER COUNTY  
325 SIBLEY AVE NORTH  
LITCHFIELD, MN 55355  
320-693-5290

CARRIED 5-2

APPLICATION APPLIED FOR:  CONDITIONAL USE PERMIT

INTERIM USE PERMIT

Parcel # 07-068500 Fee 946.00 Number 15020 Date 3/8/19

Applicant Phone Number 320-282-0648

Site Address: 27837 USAH 4 Dassel, MN

Applicant Name: Mike Wichman

Address: 12282 180th St. Hutchinson, MN 55350

Owner Name: Bruce Smith

Address: \_\_\_\_\_

Legal Description of Property:

Lot's 6+7, Anville Shores, Lake Anville, Dassel Twp.

Detailed Description of the Application: 1 cut hill out - 240 yds moved (370 as per survey)  
2 Add retaining wall on south side

of property, erosion blanket on disturbed areas, bio rolls  
Attach a detailed site plan as required in the Meeker County Zoning Ordinance. - sun at lake 120 yds moved.

Reason for requesting the proposed application: \_\_\_\_\_

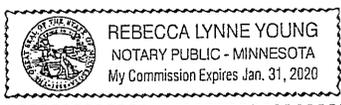
Signatures:

[Signature]  
Applicant

Bruce Smith  
Property Owner

\_\_\_\_\_  
Mineral Rights Owner

Rebecca Lynne Young  
Notary Public



PUBLIC HEARING Township Litchfield Location Meeker Co. Ctgrs.

Date 4-16-19 Notice Published 4-3-19 Property Owners 20

Municipalities Notified MNDNR, Kingson Twp., Lake Anville Lake Assoc.,  
Commissioner Hanson.

Planning Commission Recommendation:

See Attached Exhibit A

Date 4/15/19

Chair Gregory Jones

APPLICATION RECOMMENDED TO COUNTY COMMISSIONERS:

X CONDITIONAL USE PERMIT INTERIM USE PERMIT

Application submitted to the County Board of Commissioners on May 7, 2019

County Board Action:

The findings and recommendation of the Planning Commission are hereby adopted and the application is:

approved denied

The findings and recommendation of the Planning Commission are hereby overruled and the application is:

approved denied

The Board makes its finding as indicated on the attached Exhibit A.

The Board makes specific findings as indicated on the attached Exhibit A; hereby adopts the recommendation of the Planning Commission; and the application is:

approved denied

Vote: For Against

Action taken this day of 20

By: Chair, Meeker County Board of Commissioners

STATE OF MINNESOTA )
COUNTY OF MEEKER )

The foregoing instrument was acknowledged before me this day of 20

by Chairman of the Meeker County Board of Commissioners on

behalf of Meeker County.

Notary Public

IMPORTANT:

Unless a land use or building permit is issued and significant work has been completed within twelve (12) months from the date of permit approval, then such permit shall become null and void, unless a petition for extension of time in which to complete the work has been granted by the County Board. Said extension petition shall be requested in writing and filed with the Zoning Administrator at least thirty (30) days before the conditional use or interim use permit is due to become null and void.

**EXHIBIT A**

Approve an after the fact Conditional Use Permit Application to move more than ten (10) cubic yards in the shore impact zone and more than fifty (50) cubic yards of material in the Shore land District with the conditions that:

1. The total cubic yardage moved and/or brought onto this site for the total completion of this project shall be a maximum of 490 cubic yards of material.
2. The project shall be completed as per the plans submitted with this application.
3. Construction must meet all setback requirements.
4. Erosion control shall be installed on all disturbed land on this site and adjacent to the wetland area to protect the wetland from any material being deposited within it. Said erosion control shall be maintained on-site until permanent vegetative cover is established to prevent erosion of material into sensitive areas.
5. Applicant shall have an appropriate wetland delineation completed prior any additional work being done on this site to ensure the wetland area is protected.
6. The applicant and/or property owner shall notify Meeker County Planning and Zoning within seven (7) days of completion of this project. Once notification of project completion has been given an inspection shall be done by the Meeker County Zoning Administrator or his/her designee and one member of the Planning Commission at their earliest convenience to ensure site compliance.

OFFICE OF PLANNING AND ZONING  
MEEKER COUNTY  
325 SIBLEY AVE NORTH  
LITCHFIELD, MN 55355  
320-693-5290

CARRIED 7-0

APPLICATION APPLIED FOR:  X  CONDITIONAL USE PERMIT   INTERIM USE PERMIT

Parcel # 06-0152-000

Application: Fee \$496 + 541.56 = \$1037.56 Number 14995 + 15032 Date 1/14/19

Sparboe Companies	23577 MN Highway 22	Litchfield, MN 55355
Name of Applicant	Address	City/State/Zip Code
Sparboe Companies	23577 MN Highway 22	Litchfield, MN 55355
Name of Property Owner	Address	City/State/Zip Code
Sparboe Companies	23577 MN Highway 22	Litchfield, MN 55355
Name of Mineral Rights Owner	Address	City/State/Zip Code

Legal Description of Property:  
SW 1/4 of the SW 1/4 of Section 16, T 119 N, R 30 W, Meeker County, Minnesota

Detailed Description of the Application: Demolition of six existing poultry layer buildings and the construction of two new poultry layer buildings, one concrete bunker for solid manure loadout and one totally enclosed solid manure loading and storage building.

Attach a detailed site plan as required in the Meeker County Zoning Ordinance.

Reason for requesting the proposed application: Removal of older buildings to be replaced with enriched colony style housing.

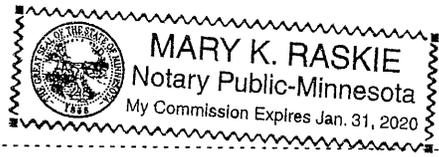
Signatures:

[Signature]  
Applicant

[Signature]  
Property Owner

[Signature]  
Mineral Rights Owner

Mary K. Raskie  
Notary Public



PUBLIC HEARING Township Litchfield Location Meeker Co. Ctng

Date 4-16-19 Notice Published 4-3-19 Property Owners 46

Municipalities Notified mn DNR, MPCA, Darwin Twp., Darwin City, Litchfield Twp, City of Litchfield, mn Co. Commissioner Oberg.

Planning Commission Recommendation:

See attached Exhibit A

Date 4/15/19

Chair Gregory Jans

APPLICATION RECOMMENDED TO COUNTY COMMISSIONERS:

CONDITIONAL USE PERMIT

INTERIM USE PERMIT

Application submitted to the County Board of Commissioners on May 7, 2019.

County Board Action:

The findings and recommendation of the Planning Commission are hereby adopted and the application is:

approved  denied

The findings and recommendation of the Planning Commission are hereby overruled and the application is:

approved  denied

The Board makes its finding as indicated on the attached Exhibit A.

The Board makes specific findings as indicated on the attached Exhibit A; hereby adopts the recommendation of the Planning Commission; and the application is:

approved  denied

Vote: For  Against

Action taken this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

By: \_\_\_\_\_  
Chair, Meeker County Board of Commissioners

STATE OF MINNESOTA )  
COUNTY OF MEEKER )

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

by \_\_\_\_\_, Chairman of the Meeker County Board of Commissioners on

behalf of Meeker County.

\_\_\_\_\_  
Notary Public

IMPORTANT:

Unless a land use or building permit is issued and significant work has been completed within twelve (12) months from the date of permit approval, then such permit shall become null and void, unless a petition for extension of time in which to complete the work has been granted by the County Board. Said extension petition shall be requested in writing and filed with the Zoning Administrator at least thirty (30) days before the conditional use or interim use permit is due to become null and void.

**EXHIBIT A**

Approve a Conditional Use Permit Application for the construction of two (2) new barns to and for an increase of total animal units to 6,142.5 (2,047,500 layer hens less than 5 lbs.) The conditions of approval are as follows:

1. The Meeker County Zoning Administrator, or his/her designee(s) and at least one member of the Planning Commission shall inspect the premise at least once per every third calendar year at a time to be set by the Administrator with the first inspection to commence in 2020. If at any inspection a feedlot violation is noted an inspection shall there forth occur yearly until three (3) consecutive inspections have occurred with no violations. Operator shall pay all costs associated with the inspections in accordance with the fee schedule of the Zoning Administrator or One Hundred Fifty Dollars (\$150.00), whichever is greater.
2. The facility shall consist of:
  - a. One (1) 134' x 400' egg processing facility with an attached 40' x 140' office area;
  - b. Three (3) 426' x 106' production units with attached 188' x 106' manure storage structures;
  - c. Two (2) 450' x 147' production units;
  - d. One (1) 600' x 90' production unit;
  - e. One (1) 100' X 394' manure structure;
  - f. One (1) 20' x 70' concrete bunker for solid manure loadout;
  - g. The steel tank system for holding process wastewater; and
  - h. Various outbuildings not utilized for animal confinement.
3. Applicant shall maintain the row of coniferous trees adjacent to the proposed process wastewater holding tanks located northwest of the barns to screen the view of said holding tanks. As per the application plans additional trees shall be added and maintained on the easterly boundary of the property for site screening.
4. Applicant shall maintain the existing elevated grass waterway in the private ditch running through the proposed site to minimize direct run off from the chicken barn complex making its way into the county ditch that also passes through the proposed site. Applicant may incorporate a sediment basin in the waterway system.
5. Windbreak: Applicant shall maintain an existing windbreak using several rows of woody plants and trees that will tolerate the normal high water table at this site as per condition #4 of Conditional Use Permit #12640 which was granted by Meeker County May 18, 2010.
6. Disposal of dead birds:
  - a. Composting;
  - b. Incineration; or
  - c. Such other technology as is approved by the Planning Commission and the Board of Animal Health.
7. Applicant shall continue to utilize the existing steel tank system for the disposal of wash water.
8. Utilization of manure: Sparboe Farms, Inc. and the purchaser of the manure shall maintain a log of the amount of manure that is spread and the specific location and acreage where it is spread within Meeker County. A copy of the log and associated maps and descriptions shall be made available to the Commission upon request. The purchaser of the manure shall ensure that the manure is applied only as allowed in governmental agency guidelines and regulations and shall not exceed the recommended crop nutrient requirements and after application there shall be prompt incorporation of the manure, weather permitting. Any manure that is sold shall be utilized in accordance with these guidelines.

9. Sparboe Farms, Inc. shall monitor water in its private ditch near the county ditch. Upon request of the Planning Commission Sparboe Farms, Inc. shall have an independent laboratory analyze said samples and the results shall be made available to the Commission.
10. Sparboe Farms, Inc. shall maintain a program of continuous checking of the floors of its buildings on the site and check for cracks and holes and will repair and prevent leakage from the on-site buildings into the area ground water.
11. Sparboe Farms, Inc. shall submit yearly on March 1 their updated pest control protocol to the Meeker County Feedlot Officer or his/her designee. Said plan shall be reviewed for its appropriateness and kept as a part of Sparboe's file. This information shall not be made public without the express written content of Sparboe Companies.
12. Any outdoor manure spills on public roads, including the right-of-way-areas, shall be immediately cleaned.
13. Owner/operator shall install and maintain erosion control measures sufficient to prevent soil from washing off the premises into wetlands, ditches, creeks, or adjacent property.
14. Sparboe Farms, Inc. shall at all times be in compliance with local, state, and federal statutes, rules, regulations, and ordinances.
15. Sparboe Farms, Inc. shall have twenty-four (24) months from the date of final approval of this application by the County Board of Commissioners to commence construction on this project.
16. This Conditional Use Permit and conditions replace and supersede all other previously approved Conditional Use Permits and Conditions.

carried 7-0

OFFICE OF PLANNING AND ZONING  
MEEKER COUNTY, MINNESOTA  
325 North Sibley Avenue  
Litchfield, MN 55355  
(320) 693-5290

APPLICATION FOR FINAL PLAT

Parcel No. 07-0337010

APRIL 15, 2019-HNC

Number 25

Date November 13, 2019

Benjamin and Tabitha Beckman PO Box 492 Dassel, MN 55325  
NAME OF APPLICANT ADDRESS CITY/STATE/ZIP CODE

Benjamin and Tabitha Beckman PO Box 492 Dassel, MN 55325  
NAME OF PROPERTY OWNER ADDRESS CITY/STATE/ZIP CODE

Legal Description of Property:

See attached Map

Name of Subdivision: Beckman Estate

PLANNING COMMISSION COMMENTS:

SIGNATURES:

Benjamin Beckman  
Applicant

Benjamin Beckman  
Property Owner

\_\_\_\_\_  
Property Owner

----- For Official Use Only -----

PASSED BY THE MEEKER COUNTY PLANNING COMMISSION THIS 110<sup>th</sup> DAY OF APRIL,  
2019.

VOTE: 7 In favor 0 Against

By: Margery Jones  
Chair, Meeker County  
Planning Commission

Application submitted to the County Board of Commissioners on  
May 7, 2019.

VOTE: \_\_\_\_\_ In favor \_\_\_\_\_ Against

Action taken this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

By: \_\_\_\_\_  
Chair, Meeker County  
Board of Commissioners

## Legal Description

That part of the Southeast Quarter of the Southwest Quarter (SE1/4 of the SW1/4) of Section 22, Township 119 North, Range 29 West, Meeker County, Minnesota, described as follows: Commencing at the South Quarter corner of said Section 22; thence on an assumed bearing of North 87 degrees 48 minutes 12 seconds West, along the south line of said SE1/4 of the SW1/4 for 906.74 feet; thence North 10 degrees 46 minutes 26 seconds East for 79.93 feet; thence North 26 degrees 21 minutes 16 seconds East for 255.04 feet; thence northwesterly for 100.16 feet along a tangential curve concave to the southwest, having a central angle of 81 degrees 59 minutes 09 seconds and a radius of 70.00 feet; thence North 55 degrees 37 minutes 53 seconds West, tangent to last said curve for 90.91 feet; thence South 89 degrees 58 minutes 45 seconds East for 80.48 feet to the point of beginning of the tract of land herein described; thence North 00 degrees 01 minute 15 seconds East for 376.00 feet; thence North 89 degrees 58 minutes 45 seconds West for 319.00 feet; thence South 00 degrees 01 minute 15 seconds West for 376.00 feet; thence South 89 degrees 58 minutes 45 seconds East for 319.00 feet to the point of beginning and there terminating.

Together with a 50.00 foot wide easement for ingress and egress purposes over and across that part of the Southeast Quarter of the Southwest Quarter (SE1/4 of the SW1/4) of Section 22, Township 119 North, Range 29 West, Meeker County, Minnesota. The centerline of said easement is described as follows: Commencing at the South Quarter corner of said Section 22; thence on an assumed bearing of North 87 degrees 48 minutes 12 seconds West, along the south line of said SE1/4 of the SW1/4 for 906.74 feet to the point of beginning of the centerline herein described; thence North 10 degrees 46 minutes 26 seconds East for 79.93 feet; thence North 26 degrees 21 minutes 16 seconds East for 255.04 feet; thence northwesterly for 100.16 feet along a tangential curve concave to the southwest, having a central angle of 81 degrees 59 minutes 09 seconds and a radius of 70.00 feet; thence North 55 degrees 37 minutes 53 seconds West, tangent to last said curve for 143.27 feet and there terminating.

CERTIFICATION: I hereby certify that this survey was prepared by me or under my direct supervision and that I am a Professional Licensed Surveyor under the Laws of the State of Minnesota.

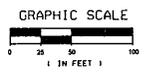
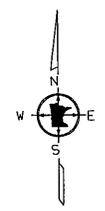
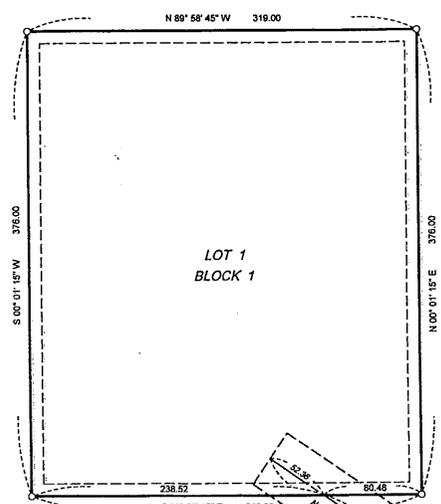
Doug Huhn  
Doug Huhn  
Registration No. 43808 - In the State of Minnesota



# BECKMAN ESTATE

CARRIED T-0

NOT PLATTED



- LEGEND**
- Set 1/2 inch by 14 inch Iron Pipe with Plastic Cap inscribed with License No. 43909
  - Found Monumentation
  - ⊙ Set PK Nail
  - ⊗ Government Section Corner

AREAS:  
TOTAL PLAT:  
2.75 AC  
LOT 1, BLOCK 1:  
2.75 AC

NOT PLATTED

NOT PLATTED

KNOW ALL PERSONS BY THESE PRESENTS, That Benjamin Beckman and Tabitha Beckman, husband and wife, as joint tenants, and Perennial Bank, a Minnesota corporation, mortgagee of the following described property situated in the County of Meeker, State of Minnesota, to-wit:

That part of the Southeast Quarter of the Southwest Quarter (SE1/4 of the SW1/4) of Section 22, Township 119 North, Range 29 West, Meeker County, Minnesota described as follows: Commencing at the South Quarter corner of said Section 22; thence on an assumed bearing of North 81 degree 45 minutes 12 seconds West, along the south line of said SE1/4 of the SW1/4 for 903.74 feet; thence North 19 degree 45 minutes 39 seconds East for 7932 feet; thence North 29 degree 21 minutes 18 seconds East for 2652.04 feet; thence northwesterly for 1003.16 feet along a tangential curve concave to the southwest, having a central angle of 81 degree 59 minutes 59 seconds and a radius of 7110.10 feet; thence North 56 degree 21 minutes 03 seconds West, tangent to last said curve for 5935 feet; thence South 89 degree 18 minutes 40 seconds East for 854.6 feet to the point of beginning of the tract of land herein described; thence North 00 degree 01 minute 15 seconds East for 376.00 feet; thence North 89 degree 58 minutes 45 seconds West for 319.00 feet; thence South 00 degree 01 minute 15 seconds West for 376.00 feet; thence South 89 degree 58 minutes 45 seconds East for 319.00 feet to the point of beginning and there terminating.

Have caused the same to be surveyed and platted as BECKMAN ESTATE, as shown by this plat and hereby dedicate to the public for public use forever the easement for drainage and utility purposes only as shown on this plat.

In witness whereof said Benjamin Beckman and Tabitha Beckman, husband and wife, have hereunto set their hands on this \_\_\_ day of \_\_\_, 20\_\_.

Benjamin Beckman  
Tabitha Beckman

STATE OF MINNESOTA  
COUNTY OF \_\_\_\_\_  
The foregoing instrument was acknowledged before me this \_\_\_ day of \_\_\_, 20\_\_ by Benjamin Beckman and Tabitha Beckman, husband and wife.

Notary Signature \_\_\_\_\_ Notary Printed Name \_\_\_\_\_  
Notary Public, \_\_\_\_\_ County, Minnesota  
My Commission Expires \_\_\_\_\_

In witness whereof said Perennial Bank, a Minnesota corporation, has caused these presents to be signed by its proper officer this \_\_\_ day of \_\_\_, 20\_\_.

Perennial Bank  
Jonas Johnson, President

STATE OF MINNESOTA  
COUNTY OF \_\_\_\_\_  
The foregoing instrument was acknowledged before me this \_\_\_ day of \_\_\_, 20\_\_ by Jonas Johnson, President of Perennial Bank, a Minnesota corporation, on behalf of the corporation.

Notary Signature \_\_\_\_\_ Notary Printed Name \_\_\_\_\_  
Notary Public, \_\_\_\_\_ County, Minnesota  
My Commission Expires \_\_\_\_\_

I hereby certify that I have surveyed and platted the property described on this plat as BECKMAN ESTATE; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on the plat; that all monuments depicted on the plat have been or will be correctly set within one year as indicated on the plat; that all water boundaries and wet lands as defined MS 505.01, Subd. 3 existing as of the date of this certification are shown and labeled on the plat; and that all public ways are shown and labeled on the plat. Dated this \_\_\_ day of \_\_\_, 20\_\_.

Doug S. Hahn, Professional Land Surveyor  
Minnesota Registration No. 43909

STATE OF MINNESOTA  
COUNTY OF \_\_\_\_\_  
The foregoing instrument was acknowledged before me this \_\_\_ day of \_\_\_, 20\_\_ by Doug S. Hahn, Professional Land Surveyor, Minnesota Registration No. 43909.

Notary Signature \_\_\_\_\_ Notary Printed Name \_\_\_\_\_  
Notary Public, \_\_\_\_\_ County, Minnesota  
My Commission Expires \_\_\_\_\_

Approved by the Dated Township Board on this \_\_\_ day of \_\_\_, 20\_\_.

Signed: \_\_\_\_\_  
Chairperson  
Approved and Accepted by the Meeker County Planning Commission on this \_\_\_ day of \_\_\_, 20\_\_.

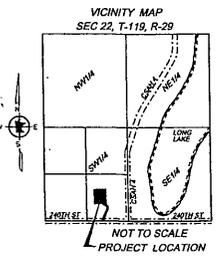
Signed: \_\_\_\_\_  
Chairperson, Planning Commission  
We do hereby certify that on the \_\_\_ day of \_\_\_, 20\_\_ the Board of Commissioners of Meeker County, Minnesota, approved this plat of BECKMAN ESTATE, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.01, Subd. 2.

Signed: \_\_\_\_\_ Attest: \_\_\_\_\_  
Chairperson County Auditor  
No delinquent taxes due and transfer entered this \_\_\_ day of \_\_\_, 20\_\_.

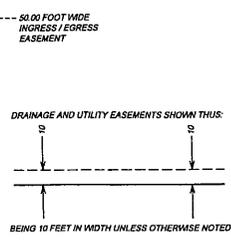
County Auditor, Meeker County  
I hereby certify that all the taxes on the land described herein are paid for the year 20\_\_ and all years prior to the year 20\_\_, and transfer entered.

Date \_\_\_\_\_  
County Treasurer, Meeker County

I hereby certify that this instrument was filed for record in the Office of the County Recorder in and for Meeker County, Minnesota on this \_\_\_ day of \_\_\_, 20\_\_ at \_\_\_ o'clock, \_\_\_ M as Document No. \_\_\_\_\_  
County Recorder, Meeker County



BEARING ORIENTATION:  
THE SOUTH LINE OF THE SW1/4 OF SECTION 22  
IS ASSUMED TO HAVE A BEARING OF N 87° 48' 12" W



**Addendum to the Professional Services Contract between Meeker County and  
Bishop AIS Service dated March 19<sup>th</sup>, 2019**

The Parties, including the Lake Minnie Belle Improvement Association (LMBIA) for this addendum, agree to increase the program hours of inspections by up to 620 hours. The additional hours to be compensated at \$19.00 per hour, not to exceed \$11,780. These additional hours are to be utilized for increased days of inspections, Monday through Thursdays (not including Holidays) starting on May 13<sup>th</sup> and ending on August 29<sup>th</sup>, at the Lake Minnie Belle DNR landing. Compensation for these additional inspections is the sole responsibility of LMBIA. Said billings shall be invoiced to Meeker County separately from the AIS Committee approved inspections. Meeker County shall in turn bill LMBIA. LMBIA shall remit payment to Meeker County within thirty (30) days of receipt of a bill.

All other specifications stated in the contract shall remain.

**Bishop AIS Service, LLC**

**Meeker County**

By: \_\_\_\_\_

By: \_\_\_\_\_

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

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

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

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

**Lake Minnie Belle Improvement Association**

By: \_\_\_\_\_

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

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

## PROFESSIONAL SERVICES CONTRACT

### RE: 2019 Meeker County, MN Watercraft Inspection Program

This Agreement is made by and between Meeker County, 325 North Sibley Avenue, Litchfield, MN 55355, (hereinafter Meeker County) and Bishop AIS Service, LLC, 960 Elm St E, Annandale, MN 55302 (hereinafter Contractor), both hereinafter collectively referred to as "the Parties". Based upon mutual promises, covenants and obligations herein contained, the Parties hereby agree as follows:

#### AGREEMENT SPECIFICATIONS

- 1) **Program Costs.** The Agreement shall commence on March 19th, 2019 and continue through December 31, 2019. The total amount of compensation to be paid to the Contractor by Meeker County is estimated to be 4,860 hours at \$19.00 per hour and ongoing training 450 hours at \$32.00 per hour plus an initial set up fee of \$5,051.40. The set-up fee is broken up as follows: \$2,383.80 for initial planning, recruitment, and program development. \$3,800.00 for inspector training. Total program costs are up to: \$119,655.00
- 2) **Program Structure.** Eight public water access (PWA) sites on the following seven lakes: Lake Ripley (has two access sites), Lake Manuella, Lake Minnie-Belle, Lake Stella, Lake Washington, Lake Francis, and Lake Jennie will receive 10 hours of inspections on Friday, Saturdays, and Sunday for up to 17 weeks between the weekend of May Fishing Opener to the beginning of September Labor Day weekend. With the addition of holidays including Memorial Day, 4<sup>th</sup> of July, and Labor Day. Time & half provided for inspectors that work on Holidays.
- 3) **Data Management.** Entering and exiting survey data will be collected at the various lake public accesses for each incoming and out coming boat and access user. Each inspector will upload survey data prior to leaving at end of shift. The Contractor will use this data to review the workmanship of watercraft inspectors as it becomes publically available from the Minnesota Department of Natural Resources (MN DNR). The delegated unit will occasionally reference this database to evaluate watercraft inspectors' performance and invoice integrity. The Contractor will provide a monthly inspection hour summary data sheet to the CROW. The Contractor will provide CROW, Meeker County, and Lake Associations a report at the end of the summer summarizing and totaling the hours worked at each lake.
- 4) **Equipment.** Meeker County will provide adequate number of electronic devices, identifying clothing, and aqua weed sticks for watercraft inspectors. Additionally, Meeker County will ensure that every access site has proper restroom facilities and/or port-a-potties. Additionally, the contractor may redirect, reschedule, and/or remove employees from a shift if adverse weather conditions (lightning, storms, etc.) and poor site conditions (non-function access ramps, etc.) arise.

- 5) **Inspector Duties.** Public Access Monitors shall perform in accordance with the approved position description (Appendix A). Primary responsibilities include:
- Gather information about watercraft launched at various public accesses through interview questions and observation and submit summarized data via the MN DNR data collection software.
  - Provide information about Aquatic Invasive Species ("AIS") to boaters.
  - Survey data will be uploaded prior to leaving at end of shift.
- 6) **Training.** Each inspector will attend one (1) training session for watercraft inspectors provided by the Minnesota Department of Natural Resources. The Contractor will provide ongoing and continuous training not to exceed over 450 hours. The Contractor/Meeker Delegated Representative attend at least one mid-season follow up meeting every year and educate themselves on local bodies of water.
- 7) **Independent Contractors.** The Contractor shall act in all respects as an independent contractor under this Agreement and will be solely responsible for performance of services required hereunder as well as the means and manner of performance thereof. Nothing herein authorizes the Contractor to act as an agent or representative of the County for any purpose.
- 8) **Payment.** Billing by the Contractor to Meeker County for access monitoring shall be at the rate of \$19.00 per hour. The Contractor's billing rate shall include the following: 1) employee's direct rate of pay, 2) worker's compensation insurance, 3) mandatory state and federal taxes, 4) unemployment insurance, 5) applicable skills testing, 6) employee benefits, and 7) documentation and record keeping (Application, W-4, W-2, and Form I-Mileage reimbursement will be billed up to \$1,500 for the following: inspector follow-up, supervision, and response to a new infestation citing. The Contractor will provide detailed billing on a monthly basis and Meeker County shall make payment to the Contractor for services provided hereunder after approval by the Meeker AIS Task Force.
- 9) **Amendments.** Any amendments to this Agreement must be in writing, and executed by both the Contractor and Meeker County, MN.
- 10) **Authorized Representatives.** Notification required to be provided pursuant to this Agreement shall be provided to the following named persons and addresses:
- |                          |                              |
|--------------------------|------------------------------|
| To Contractor:           | To Meeker County             |
| Chip Purcell             | Kristin Cote                 |
| Bishop AIS Services, LLC | Meeker County AIS Task Force |
| 960 Elm St. East         | 325 N Sibley Avenue          |
| Annandale, MN 55302      | Litchfield, MN 55355         |
- 11) **Termination.** This Agreement may be terminated with or without cause, by either party upon thirty (30) days written notice. Notice of termination shall be made by certified mail or personal delivery to the Authorized Representative of the party according to

paragraph 9. Notice of termination is deemed effectively given upon delivery under the terms of this paragraph.

12) **Contractor Indemnification.** Meeker County shall indemnify and hold harmless the contractor and its representatives, agents, and employees from all claims, damages, losses, and expenses arising out of the activities of the other party in performance of, or in connection with, this Agreement.

13) **Meeker County Indemnification.** Contractor shall indemnify and hold harmless the County and its delegated representatives, agents, and employees from all claims, damages, losses, and expenses arising out of the activities of the other party in performance of, or in connection with, this Agreement.

14) **Records.** All data collected, created, received, maintained, or disseminated by the Contractor because of this Agreement is governed by the Minnesota Statutes Chapter 13, the Minnesota Government Data Practices Act. Pursuant to Minn. Stat. § 16C.05, Subd. 5, the Contractor agrees to provide Meeker County, the State DNR, the State Auditor, or any authorized representatives of either, access to and the right to examine, audit, excerpt and transcribe any books, documents or other records pertinent to this project. The Contractor further agrees to maintain these records for a period of 6 years from the completion of this project.

15) **Insurance.** The contractor agrees at all time during this Agreement and beyond such term when so required, to have and keep or cause to have and be kept in force, and to cause all contractors and subcontractors to do likewise, maintain necessary insurance during the term of this Agreement.

1. Commercial General Liability on an occurrence basis with Contractual Liability Coverage:

General Aggregate:	\$3,000,000
Personal and Advertising Injury:	\$1,500,000
Each Occurrence:	\$1,500,000
2. Automobile Liability (each occurrence): \$1,500,000
3. Worker's Compensation and Employer's Liability

Worker's Compensation	Statutory
Employers Liability (Bodily Injury By):	
Accident- Each Accident	\$500,000
Disease- Policy Limit	\$500,000
Disease- Each Employee	\$500,000

The insurance must be maintained continuously during the term of this Agreement, with the insurance coverage by the contractor shall extend until final payment by the CLC. The above establishes minimum insurance requirements. A copy of the certificate of insurance must be readily available upon request.

16) **Merger/ Modification.** This Agreement represents the full and complete understanding of the Parties and supersedes any prior agreements or understandings, whether oral or

written. Any alterations, variations, modifications, or waivers of the provisions of this Agreement shall only be valid when they have been reduced to writing, and signed by the Parties.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the date(s) indicated below.

**Bishop AIS Service, LLC**

By:   
Title: President  
Date: 4/4/19

**Mecker County**

By:   
Title: Board Chair  
Date: March 19, 2019

## Appendix A

Position: Level 1 Watercraft Monitor  
Location: Mobile - Multiple Public Boat Accesses  
When: Fridays, Saturdays, and Sundays from May 12th, 2019 to September 2nd, 2018

### Description of Duties:

- 1) Conduct physical inspections of watercraft launched at the public accesses
- 2) Determine if there is a risk of a watercraft carrying invasive species
- 3) Educate boaters about how reduce the spread of AIS; require decontamination of watercraft that are identified as a risk of carrying invasive species
- 4) Record data of watercraft traffic and risk levels on tablet

### Applicant Requirements:

- 1) Must be physically able to climb into and under boats on a trailer if necessary
- 2) Must be friendly and engaging
- 3) Must be reliable and responsible with little or no direct supervision
- 4) Must have reliable transportation and cell phone throughout shifts

### Job Requirements:

- 1) Training: Receive on-site policy and procedure training as well as "Level 1" training about Aquatic Invasive Species and inspections at a DNR training session.
- 2) Be responsible for downloading the tablet data after shift or by end of the week.
- 3) Shifts may start at 5am. Shifts may end at 9pm. Scheduling requires Fridays, Saturdays and Sundays.
- 4) Dress for the weather (which may vary drastically) and come prepared.
- 5) Work at least 2 scheduled holidays (Memorial Day, 4<sup>th</sup> of July, Labor Day)
- 6) On shift access to a cell phone and vehicle
- 7) Have advanced knowledge of Meeker County lakes.

### Compensation:

- 1) \$12 per hours. Maximum number of hours allowed to work is 1000 for entire season.
- 2) Time and half for scheduled Holidays
- 3) Hours worked a week will vary from 10 to 40 per week. As needed basis.

**MEEKER COUNTY TRANSFER STATION  
OPERATING AGREEMENT**

**AMENDMENT: Tipping Fees**

Agreement made this 1<sup>st</sup> day of <sup>July 2019</sup> April, 2018 between Meeker County and KRD Trucking, Inc., parties to the Meeker County Transfer Station Operating Agreement dated March 1, 1998 (hereinafter Operating Agreement). In consideration of the promises and covenants made by the parties to said agreement, it is hereby agreed that Section I:

**H. Tip Fees.** The per ton tip fee listed below will be collected by the OPERATOR.

Section (i) <sup>#68</sup> to read: "The tip fee for licensed haulers <sup>#72</sup> of mixed municipal solid waste shall be **\$66.00** per ton for in-county waste and **\$70.00** per ton for out-of-county waste." Of this amount \$1.00 is going to offset the costs of the 85 hours per week of labor to provide Transfer Station and Demolition Landfill services.

Section (ii) to read: "The tip fee for non-licensed self-haulers <sup>#74</sup> of mixed municipal solid waste shall be **\$72.00** per ton for in-county waste and **\$76.00** per ton for out-of-county waste." <sup>#78</sup>

Section (iii) to read: "The tip fee for demolition materials shall be **\$10.00** for in-County demo and **\$15.00** for out-of-County demo. These amounts include all applicable taxes." <sup>#12</sup>

**I. Payment.** For the services OPERATOR is required to provide hereunder, OPERATOR shall be paid as follows:

Section (i) OPERATOR shall retain the tip fees described in Paragraph H herein for mixed municipal solid waste.

Section 1.1 (ii) OPERATOR shall retain one dollar (\$1.00) per yard of the tip fee for demolitions materials and remit the balance of said tip fees to COUNTY.

Section 1.1 (iii) to read: "Additionally, County shall pay OPERATOR the sum of forty-seven thousand (\$47,000) per year in quarterly payments of \$11,750 on March 1, June 1, September 1, and December 1 of each year. In exchange for said payment the OPERATOR will provide a minimum of ninety-five (95) hours per week of labor to provide Transfer Station and Demolition Landfill Services."

All other terms of the Operating Agreement shall remain the same.

MEEKER COUNTY

By: Paul [Signature]

KRD Trucking, Inc.

By: [Signature]

## Proposed Pay Schedule for Seasonal Mower Operators

<b>Years</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6+</b>
<b>Step</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>
<b>2018</b>	<b>15.00</b>	<b>15.60</b>	<b>16.22</b>	<b>16.87</b>	<b>17.54</b>	<b>18.24</b>
<b>2019</b>	<b>15.30</b>	<b>15.91</b>	<b>16.54</b>	<b>17.21</b>	<b>17.89</b>	<b>18.60</b>

I recommend new and returning employees receive a wage in accordance with the above pay schedule. Further, I recommend that this schedule be adjusted annually by the same percentage as the regular employees.

*Phil Schmalz, Paul Virnig, Carlen Hansen*

*2019*

CD8 Acknowledge "Draft" Viewers report on re-determination of CD8. Set Informational meeting with viewers for 8:30 a.m. on June 4<sup>th</sup>, 2019, and Public Hearing at 11 a.m. on June 4, 2019.

CD15 Acknowledge petition to repair made by RDD Farms LP, Daryl Dahlman.

Request approval to continue to use Joe Lewis, Houston Engineering, to assist in developing a work plan and schedule of future work.

CD19 Signature: Findings of Fact and Order Transferring portion of CD19

CD35 Acknowledge Jeff Peterson's request for tile location.

CD42 Acknowledge petition for abandonment of County Ditch #42. Set public hearing, tent. for June 18, 2019

Ditch Project Updates

April 22, 2019												"A"	"A"	"B"	"C"	"D"						
<b>MEEKER COUNTY DITCH NO. 8</b>																						
<b>2019 REDETERMINATION OF BENEFITS</b>																						
											Maintenance cost		10000.00									
											\$300.00	\$130.00	\$95.00	\$70.00	\$60.00							
PARCEL NUMBER	NAME	DESCRIPTION	SEC	T-N	R-W	ACRES IN TRACT	GROSS BENEFIT	PROXIMITY RATE	NET BENEFIT	MAINT COST	BENEFIT ACRES	BENEFIT VALUE	BENEFIT ACRES	BENEFIT VALUE	BENEFIT ACRES	BENEFIT VALUE	BENEFIT ACRES	BENEFIT VALUE	SEEDING AREA	SEEDING DAMAGE	OR RESTRICTED WETLAND ACRES	
03-0014000	Foley/Trent & Katrina	NWNW	118	29	2	9	190.00	100	190.00	\$16.94					1	70.00	2	120.00			5	
	73085 County Road 6																					
	DASSEL MN 55325																					
03-0014001	CRONK/KENNETH B & ELIZABETH A	NENW	118	29	2	4	60.00	100	60.00	\$5.35							1	60.00			2	
	73381 CSAH 6																					
	DASSEL MN 55325																					
03-0027000	UTECHT/JEROME & BONNIE	SWNW	118	29	3	0.52	31.20	100	31.20	\$2.78							0.52	31.20				
	21547 723RD AVE																					
	DASSEL MN 55325																					
03-0028000	HARMENING/COREY A & MICHELE	SWNW	118	29	3	17	415.00	100	415.00	\$37.00			1	95.00	2	140.00	3	180.00			10	
	21597 723RD AVE																					
	DASSEL MN 55325																					
03-0029000	LATT/MORRIS E/DISCLAIMER TRUST	NWNW	118	29	3	17.3	1080.00	100	1080.00	\$96.30			2	190.00	11	770.00	2	120.00			2	
	21848 MN HIGHWAY 15																					
	DASSEL MN 55325																					
03-0030000	JOHNSON/CHARLES O	NENW	118	29	3	36	2060.00	100	2060.00	\$183.68					8	560.00	25	1500.00				
	19760 CSAH 18																					
	DASSEL MN 55325																					
03-0030000	JOHNSON/CHARLES O	SENW	118	29	3	12	720.00	100	720.00	\$64.20					6	420.00	5	300.00				
	19760 CSAH 18																					
	DASSEL MN 55325																					

April 22, 2019

**MEEKER COUNTY DITCH NO. 8  
2019 REDETERMINATION OF BENEFITS**

Maintenance cost 10000.00

PARCEL NUMBER	NAME	DESCRIPTION	SEC	T-N	R-W	ACRES IN TRACT	GROSS BENEFIT	PROXIMITY RATE	NET BENEFIT	MAINT COST	"A"	"A"	"B"	"C"	"D"	SEEDING AREA	SEEDING DAMAGE	NONCOVERED OR RESTRICTED WETLAND ACRES
											BENEFIT ACRES	BENEFIT VALUE	BENEFIT ACRES	BENEFIT VALUE	BENEFIT ACRES			
03-0030010	JOHNSON/BRUCE R 1022 S 10TH ST DELANO MN 55328-8737	NWNE	118	29	3	35	2300.00	100	2300.00	\$205.08	2	260.00	2	190.00	11	770.00	18	1080.00
03-0030010	JOHNSON/BRUCE R 1022 S 10TH ST DELANO MN 55328-8737	SWNE	118	29	3	4	260.00	100	260.00	\$23.18				2	140.00	2	120.00	
03-0030010	JOHNSON/BRUCE R 1022 S 10TH ST DELANO MN 55328-8737	NENW	118	29	3	5	320.00	100	320.00	\$28.53				2	140.00	3	180.00	
03-0030010	JOHNSON/BRUCE R 1022 S 10TH ST DELANO MN 55328-8737	SENE	118	29	3	1	60.00	100	60.00	\$5.35						1	60.00	
03-0031000	AHO/NATHAN P & VICKY J 72681 220TH ST DASSEL MN 55325	NWNE	118	29	3	5	120.00	100	120.00	\$10.70						2	120.00	2
03-0032000	KOEPP/MARTIN C/JR 21708 723RD AVE DASSEL MN 55325	SENE	118	29	3	1	60.00	100	60.00	\$5.35						1	60.00	
03-0033000	DIKIS/DIANNE K 21987 723RD AVE DASSEL MN 55325-3640	NWNW	118	29	3	25	250.00	100	250.00	\$22.29				1	70.00	3	180.00	20

April 22, 2019																								
MEEKER COUNTY DITCH NO. 8																								
2019 REDETERMINATION OF BENEFITS																								
											Maintenance cost													
											10000.00													
											\$300.00	\$130.00			\$95.00			\$70.00			\$60.00	NONCOVERED		
PARCEL NUMBER	NAME	DESCRIPTION	SEC	T-N	R-W	ACRES IN TRACT	GROSS BENEFIT	PROXIMITY RATE	NET BENEFIT	MAINT COST	BENEFIT ACRES	BENEFIT VALUE	BENEFIT ACRES	BENEFIT VALUE	BENEFIT ACRES	BENEFIT VALUE	BENEFIT ACRES	BENEFIT VALUE	SEEDING AREA	SEEDING DAMAGE	OR RESTRICTED WETLAND ACRES			
03-0035000	SCHMIEG/DANIEL M & ELISABETH R	NENE	118	29	3	30	1430.00	100	1430.00	\$127.51	2	260.00	2	190.00	2	140.00	14	840.00			9			
	21840 728TH AVE																							
	DASSEL MN 55325																							
03-0050000	LATT/MORRIS E & JANET M/TRUST	NENE	118	29	4	42	2850.00	100	2850.00	\$254.13			4	380.00	19	1330.00	19	1140.00						
	21848 MN HIGHWAY 15																							
	DASSEL MN 55325																							
03-0050000	LATT/MORRIS E & JANET M/TRUST	NWNE	118	29	4	16	1060.00	100	1060.00	\$94.52					10	700.00	6	360.00						
	21848 MN HIGHWAY 15																							
	DASSEL MN 55325																							
03-0052000	LARSON/MERLE & NANCY ANN	NWNE	118	29	4	3	120.00	100	120.00	\$10.70							2	120.00			1			
	21950 CSAH 4																							
	DASSEL MN 55325																							
03-0054000	LATT/DANIEL & KAREN	SENE	118	29	4	4	120.00	100	120.00	\$10.70							2	120.00			2			
	21758 MN HIGHWAY 15																							
	DASSEL MN 55325																							
03-0054001	LATT/MORRIS E & JANET M/TRUST	SENE	118	29	4	19	1340.00	100	1340.00	\$119.48			2	190.00	13	910.00	4	240.00						
	21848 MN HIGHWAY 15																							
	DASSEL MN 55325																							
07-0514000	LATT/MORRIS E/DISCLAIMER TRUST	SESE	119	29	33	32	2225.00	100	2225.00	\$198.40			5	475.00	13	910.00	14	840.00						
	21848 MN HIGHWAY 15																							
	DASSEL MN 55325																							

April 22, 2019

**MEEKER COUNTY DITCH NO. 8**  
**2019 REDETERMINATION OF BENEFITS**

Maintenance cost 10000.00

											"A"	"A"			"B"			"C"			"D"			
											\$300.00	\$130.00			\$95.00			\$70.00			\$60.00	NONCOVERED		
PARCEL NUMBER	NAME	DESCRIPTION	SEC	T-N	R-W	ACRES IN TRACT	GROSS BENEFIT	PROXIMITY RATE	NET BENEFIT	MAINT COST	BENEFIT ACRES	BENEFIT VALUE	SEEDING AREA	SEEDING DAMAGE	OR RESTRICTED WETLAND ACRES									
07-0515000	LATT/MORRIS E/DISCLAIMER TRUST 21848 MN HIGHWAY 15 DASSEL MN 55325	NESE	119	29	33	13	570.00	100	570.00	\$50.83					3	210.00	6	360.00			4			
07-0515001	DICKEY/JOHN 22157 CSAH 4 DASSEL MN 55325	NESE	119	29	33	2	60.00	100	60.00	\$5.35							1	60.00			1			
07-0517000	MARTIN/MARCELLA M 910 COTTONWOOD AVE LITCHFIELD MN 55325-4520	SENE	119	29	33	18	1130.00	100	1130.00	\$100.76				5	350.00	13	780.00							
07-0523000	HORRMANN/TODD D PO BOX 564 DASSEL MN 55325	NENE (Gov Lot 8)	119	29	33	0.7	42.00	100	42.00	\$3.75							0.7	42.00						
07-0525000	WAGNER/RAYMOND R/JR 22377 CSAH 6 DASSEL MN 55325	NESE	119	29	34	20	1825.00	100	1825.00	\$162.73	-3	900.00	3	285.00	4	280.00	6	360.00			3			
07-0526000	JOHNSON/CHARLES O 19760 CSAH 18 DASSEL MN 55325	SESW	119	29	34	43	2480.00	100	2480.00	\$221.13					8	560.00	32	1920.00						
07-0527000	JOHNSON/BRUCE R 1022 S 10TH ST DELANO MN 55328-8737	SWSE	119	29	34	37	2150.00	100	2150.00	\$191.71					11	770.00	23	1380.00						

April 22, 2019													"A-"	"A"	"B"	"C"	"D"					
MEEKER COUNTY DITCH NO. 8													Maintenance cost		10000.00							
2019 REDETERMINATION OF BENEFITS													\$300.00	\$130.00	\$95.00	\$70.00	\$60.00	NONCOVERED				
PARCEL		ACRES IN						GROSS	PROXIMITY	NET	MAINT	BENEFIT	BENEFIT	BENEFIT	BENEFIT	BENEFIT	BENEFIT	BENEFIT	BENEFIT	SEEDING	SEEDING	OR RESTRICTED
NUMBER	NAME	DESCRIPTION	SEC	T-N	R-W	TRACT	BENEFIT	RATE	BENEFIT	COST	ACRES	VALUE	ACRES	VALUE	ACRES	VALUE	ACRES	VALUE	AREA	DAMAGE	WETLAND ACRES	
07-0528000	WILDE/ROBERT & AMY PO BOX 384 DASSEL MN 55325	W 1/2 SESE	119	29	34	20	970.00	100	970.00	\$86.49			2	190.00	6	420.00	6	360.00			6	
07-0530000	BROST/STEPHEN N & JENNIFER 22119 CSAH 6 DASSEL MN 55325	E 1/2 SESE	119	29	34	20	1460.00	100	1460.00	\$130.18	-4	1200.00			2	140.00	2	120.00			11	
07-0531000	LOOFT/CRAIG & KRISTA 22425 CSAH 6 DASSEL MN 55325	N 1/2 NE SE	119	29	34	20	510.00	100	510.00	\$45.48					3	210.00	5	300.00			11	
07-0532000	E L M ENTERPRISES INC 9736 CAVELL CIR MINNEAPOLIS MN 55438-1473	E 1/2 NESW	119	29	34	19	190.00	100	190.00	\$16.94			2	190.00							15	
07-0532000	E L M ENTERPRISES INC 9736 CAVELL CIR MINNEAPOLIS MN 55438-1473	NWSE	119	29	34	41	2365.00	100	2365.00	\$210.88			1	95.00	11	770.00	25	1500.00			2	
07-0533000	FITTERER/DAVID C & ROBIN 17721 60TH ST SW COKATO MN 55321	NWNW SWNW	119	29	35	30 31	2180.00 1715.00	100	2180.00 1715.00	\$194.38 \$152.92	3	390.00	6	570.00	8	560.00	11	660.00			4	
07-0533001	KIVISTO/BRIAN D & ANNE E 22919 735TH AVE DASSEL MN 55325	NENW	119	29	35	15	545.00	100	545.00	\$48.60			1	95.00	3	210.00	4	240.00			7	

April 22, 2019

**MEEKER COUNTY DITCH NO. 8  
2019 REDETERMINATION OF BENEFITS**

Maintenance cost 10000.00

											"A"	"A"			"B"			"C"			"D"			
											\$300.00	\$130.00		\$95.00		\$70.00		\$60.00						
PARCEL NUMBER	NAME	DESCRIPTION	SEC	T-N	R-W	ACRES IN TRACT	GROSS BENEFIT	PROXIMITY RATE	NET BENEFIT	MAINT COST	BENEFIT ACRES	BENEFIT VALUE	SEEDING AREA	SEEDING DAMAGE	OR RESTRICTED WETLAND ACRES									
07-0534000	SILGE/SCOTT W & AMANDA 157 EGG HILL RD WEST FORK AR 72774-2526	SWNW	119	29	35	10	450.00	100	450.00	\$40.13			2	190.00	2	140.00	2	120.00			3			
07-0537000	LANTTO/ERNEST S & LOUISE/TRUST 22476 735TH AVE DASSEL MN 55325	NWSE (Lot 3)	119	29	35	15	870.00	100	870.00	\$77.58					3	210.00	11	660.00			1			
07-0541000	MORRIS/JAROLYNN 6600 S LYNDAL AVE APT 1504 RICHFIELD MN 55423	SENW	119	29	35	40	7320.00	100	7320.00	\$652.70	-23	6900.00					7	420.00	1.07	\$53.50	9			
07-0541000	MORRIS/JAROLYNN 6600 S LYNDAL AVE APT 1504 RICHFIELD MN 55423	NESW	119	29	35	40	2730.00	100	2730.00	\$243.43	-5	1500.00			3	210.00	17	1020.00	0.37	\$18.61	14.5			
07-0541000	MORRIS/JAROLYNN 6600 S LYNDAL AVE APT 1504 RICHFIELD MN 55423	SESW	119	29	35	29	1700.00	100	1700.00	\$151.58			2	190.00	7	490.00	17	1020.00			2			
07-0542000	MORRIS/JAROLYNN 6600 S LYNDAL AVE APT 1504 RICHFIELD MN 55423	SWSW	119	29	35	40	2955.00	100	2955.00	\$263.49	-5	1500.00	1	95.00	4	280.00	18	1080.00			9			
07-0543000	Dybsetter, Holly and Farrow, Emily 22400 CSAH 6 DASSEL MN 55325	NWSW	119	29	35	5	720.00	100	720.00	\$64.20	-2	600.00					2	120.00			0.5			

MEEKER COUNTY DITCH NO. 8												"A"	"A"	"B"	"C"	"D"						
2019 REDETERMINATION OF BENEFITS												Maintenance cost		10000.00								
PARCEL NUMBER	NAME	DESCRIPTION	SEC	T-N	R-W	TRACT	ACRES IN	GROSS BENEFIT	PROXIMITY RATE	NET BENEFIT	MAINT COST	BENEFIT ACRES	BENEFIT VALUE	BENEFIT ACRES	BENEFIT VALUE	BENEFIT ACRES	BENEFIT VALUE	BENEFIT ACRES	BENEFIT VALUE	SEEDING AREA	SEEDING DAMAGE	NONCOVERED OR RESTRICTED WETLAND ACRES
07-0543001	MORRIS/JAROLYNN 6600 S LYNDAL AVE APT 1504 RICHFIELD MN 55423	NWSW	119	29	35	35		4630.00	100	4630.00	\$412.84	-12	3600.00	2	190.00	6	420.00	7	420.00	1.24	\$62.03	6.5
07-0544000	LANTTO/ERNEST S & LOUISE/TRUST 22476 735TH AVE DASSEL MN 55325	SWNE (Quarnstrom's Sub) (Lots A,C,G&H)	119	29	35	26.36		180.00	100	180.00	\$16.05							3	180.00	0.35	\$17.45	
07-0545000	ISAACSON/JASON DUANE 22660 735TH AVE DASSEL MN 55325-3499	SWNE (Quarnstrom's Sub) (Lots B, E&F)	119	29	35	10.89		120.00	100	120.00	\$10.70							2	120.00	0.53	\$26.56	2
07-0546000	MORRIS/JAROLYNN 6600 S LYNDAL AVE APT 1504 RICHFIELD MN 55423	SWNE (Quarnstrom's Sub) (Lot D)	119	29	35	14		1800.00	100	1800.00	\$160.50	-6	1800.00							0.37	\$18.42	7.5
07-0608000	LATT/MORRIS E/DISCLAIMER TRUST 21848 MN HIGHWAY 15 DASSEL MN 55325	NWSW SWSW (Lots A & C)	119	29	34	5		310.00	100	310.00	\$27.64	4	520.00	8	760.00	14	980.00	14	840.00			
07-0609000	SCHMIESING/GEORGE F & KAREN 72129 CSAH 27 DASSEL MN 55325-3004	NWSW (Lot B)	119	29	34	4		120.00	100	120.00	\$10.70							2	120.00			2
07-0610000	SANDERS/GLEN & ELAINE 22300 CSAH 4 DASSEL MN 55325	NWSW (Cassel's Sub)	119	29	34	3		120.00	100	120.00	\$10.70							2	120.00			1

April 22, 2019

MEEKER COUNTY DITCH NO. 8  
2019 REDETERMINATION OF BENEFITS

Maintenance cost: 10000.00

											"A-"	"A"			"B"			"C"			"D"			
											\$300.00	\$130.00			\$95.00			\$70.00			\$60.00			
PARCEL NUMBER	NAME	DESCRIPTION	SEC	T-N	R-W	TRACT	ACRES IN	GROSS BENEFIT	PROXIMITY RATE	NET BENEFIT	MAINT COST	BENEFIT ACRES	BENEFIT VALUE	SEEDING AREA	SEEDING DAMAGE	NONCOVERED OR RESTRICTED WETLAND ACRES								
07-0610010	LATT/MORRIS E/DISCLAIMER TRUST 21848 MN HIGHWAY 15 DASSEL MN 55325	NESW (Cassel's Sub)	119	29	34	11		400.00	100	400.00	\$35.67					4	280.00	2	120.00			4		
07-0611000	LATT/MORRIS E/DISCLAIMER TRUST 21848 MN HIGHWAY 15 DASSEL MN 55325	NESW (Cassel's Sub)	119	29	34	31		1940.00	100	1940.00	\$172.98			2	190.00	7	490.00	21	1260.00			1		
07-0611001	LAMSON EVANGELICAL FREE CHURCH PO BOX 41 DASSEL MN 55325	NWSW (Cassel's Sub)	119	29	34	2.5		120.00	100	120.00	\$10.70							2	120.00			0.5		
07-0612000	HASTINGS/ROBERT H/& 22170 CSAH 4 DASSEL MN 55325  City of Dassel % Terri Boese PO Box 391, Dassel MN 55325 Dassel, Mn 55325	NWSW (Cassel's Sub)  Storm water	119	29	34	2		60.00  40000.00	100	60.00  40000.00	\$5.35  \$3,566.69							1	60.00			1  181.50		
Total Benefited Farmland Acres							761						60	11	106		442	832		3.93	\$196.56	363		



RECEIVED

APR - 1 2019

AUDITORS OFFICE

STATE OF MINNESOTA  
*Before the*  
MEEKER COUNTY DRAINAGE AUTHORITY  
SITTING AS THE DRAINAGE AUTHORITY FOR  
MEEKER COUNTY DITCH 15

---

In the Matter of:

Petition to Repair  
Meeker County Ditch 15 and Branch 6

PETITION

---

Pursuant to Minn. Stat. § 103E.715, Petitioner seeks the repair of Meeker County Ditch 15 and Branch 6. For their Petition, the undersigned Petitioner states and allege the following:

**Findings:**

1. Petitioner requests repair of Meeker County Ditch 15 and Branch 6 pursuant to Minn. Stat. § 103E.715.
2. Meeker County Ditch 15 and Branch 6 provides beneficial drainage to tracts, government lots and properties, township, county, and state roads and highways located in Collinwood Township Meeker County.
3. Meeker County Ditch 15 and Branch 6 is in need of repair. Silt and vegetation clean out and windfall removal from the outlet of Meeker County Ditch 15 at Collinwood Lake to the intersection of Lateral Branch 6 terminating at the upper end of Lateral Branch 6.
4. Repair of Meeker County Ditch 15 and Branch 6 is necessary in order to restore the drainage system as nearly as practicable to the same hydraulic capacity as originally constructed and subsequently improved and to maintain the efficiency of the drainage system.
5. (1) The repair of Meeker County Ditch 15 and Branch 6 is necessary for the best interests of the affected property owners. (2) The repair is needed because the drainage system no longer serves its original purpose.

6. Petitioner request that the drainage authority appoint an engineer to examine the drainage system and make a repair report. The report must show the necessary repairs, the estimated cost of the repairs, and all details, plans, and specifications necessary to prepare and award a contract for the repairs.

Respectfully submitted this 1<sup>st</sup> day of April, 2019 by:

Owner Signature	Property Owned	Mailing Address	Dated
 RDD Farms LP Daryl Dahlman General Partner	Section 11 Collinwood Twp.	73504 200 <sup>th</sup> Street Dassel, MN 55325	April 1, 2019

Contact info: 320-275-2527

**BEFORE THE MEEKER COUNTY BOARD OF  
COMMISSIONERS, ACTING AS DRAINAGE AUTHORITY  
FOR MEEKER COUNTY DITCH #19**

**Findings of Fact and Order Transferring  
Portions of Meeker County Ditch #19,  
Pursuant to Minnesota Statutes 103E.812**

**WHEREAS**, a Petition was received by the Meeker County Board of Commissioners from the City of Litchfield, pursuant to Minnesota Statutes 103E.812, requesting that portion of Meeker County Ditch #19 from County State Aid Highway #1 to West 5<sup>th</sup> Street be transferred to the City of Litchfield; and

**WHEREAS**, the City of Litchfield is a “water management authority” as used in Section 103E.812 and possess lawful authority to manage storm surface and flood waters within its jurisdictional boundaries; and

**WHEREAS**, Minnesota Statutes 103E.812 authorizes the Drainage Authority, upon Petition of the City and facts demonstrated in drainage proceedings, to transfer the portion of Meeker County Ditch #19 lying within and adjacent to the boundary of the City for the City to allow for a future management; and

**WHEREAS**, proper notices were served pursuant to Minnesota Statutes 103E.812, Subd. 4(c) for a public hearing; and

**WHEREAS**, a public hearing on the transfer of those portions of Meeker County Ditch #19 was held on Tuesday, April 16, 2019, at 9:30 a.m. at the Meeker County Courthouse, County Commissioners meeting room, and continued until Tuesday, April 29, 2019, at 8:30 a.m.; and

**WHEREAS**, at the April 23, 2019, continued hearing, Tony Rotchadl of Bolton & Menk, Inc., gave an overview and discussion of the plans of the City of Litchfield; and

**WHEREAS**, all affected landowners and members of the public were given a full and fair opportunity to be heard and to comment on the transfer of portions of Meeker County Ditch #19 to the City of Litchfield.

**NOW, THEREFORE**, based on the evidence presented by the City of Litchfield and all other evidence presented, the Meeker County Board of Commissioners, acting as Drainage Authority for Meeker County Ditch #19, makes the following Findings of Fact and Order:

### **FINDINGS OF FACT**

1. That pursuant to Minnesota Statutes 103E.812, Subd. 5(d), the Meeker County Board of Commissioners, acting as Drainage Authority, determines that the storm, surface and flood waters along the drainage system from County State Aid Highway #1 to West 5<sup>th</sup> Street could be better managed by the City of Litchfield.
2. That pursuant to Minnesota Statutes 103E.812, Subd. 7, the City of Litchfield has guaranteed that all rights to an outlet are preserved for property owners' assessed benefit upstream of the transferred area to have at least equal hydrologic efficiency as the outlet that existed at the date of these Findings of Fact and Order and transfer.
3. That those portions of Meeker County Ditch #19 from County State Aid Highway #1 to West 5<sup>th</sup> Street, upon transfer, ceases to be subject to the regulation under Minnesota Statutes 103E, except those express regulations, pursuant to Minnesota Statutes 103E.812, Subd. 8.
4. That pursuant to Minnesota Statutes 103E.812, Subd. 8(b), all activities conducted in the transfer drainage system are eligible for all exemptions and exceptions available for activities conducted in public drainage systems under Minnesota Statutes 103G.2241 and 103G.245.
5. That all costs relating to the proceedings to transfer this portion of Meeker County Ditch #19 shall be paid by the City of Litchfield as the Transferee Water Management Authority.

### **ORDER**

**NOW, THEREFORE**, it is hereby ordered that the portion of Meeker County Ditch #19 from County State Aid Highway #1 to West 5<sup>th</sup> Street, as shown on the attached map labeled

**Exhibit A**, shall be transferred to the City of Litchfield, pursuant to Minnesota Statutes  
103E.812.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2019.

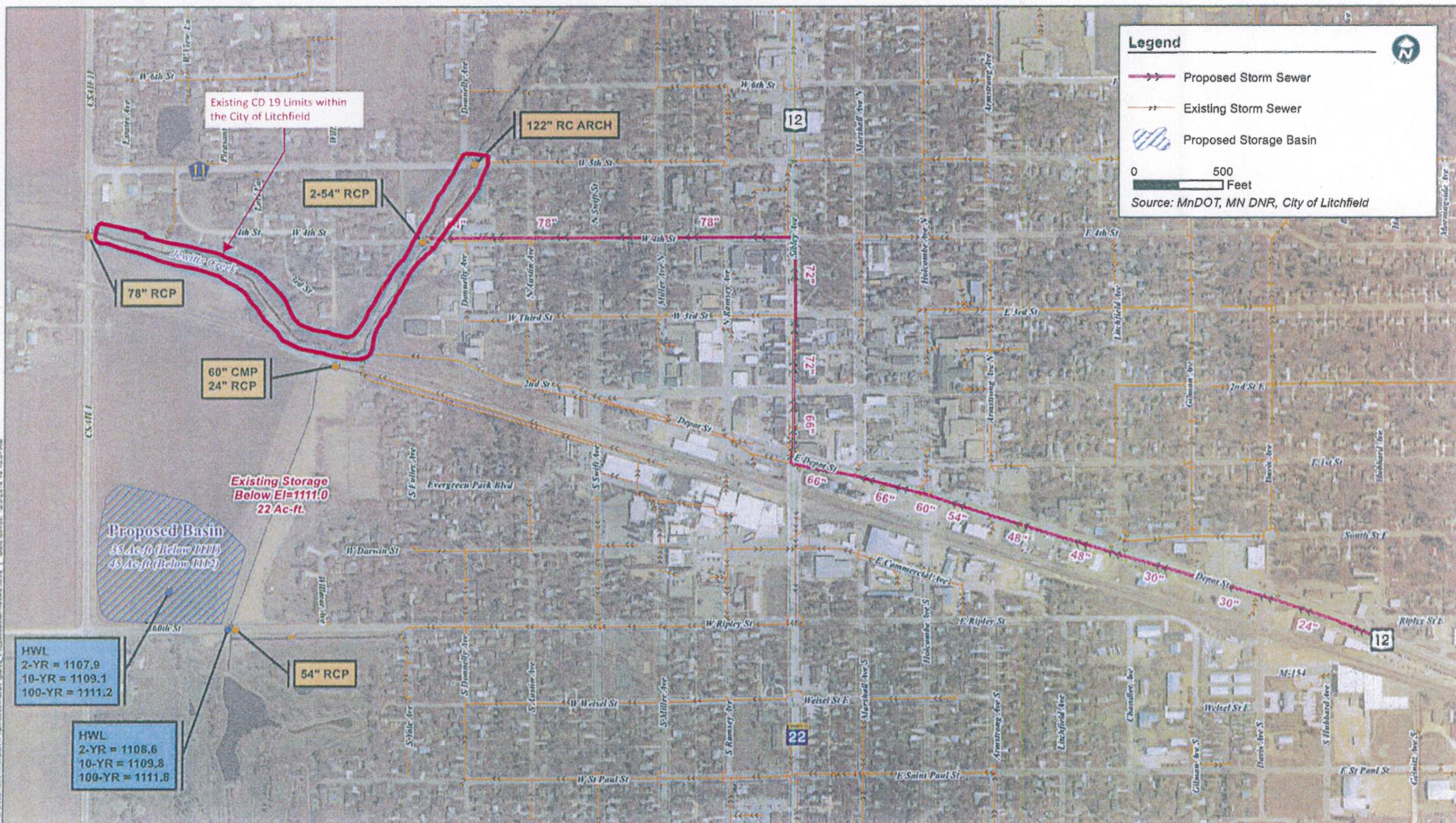
MEEKER COUNTY BOARD OF  
COMMISSIONERS, ACTING AS DRAINAGE  
AUTHORITY FOR MEEKER COUNTY DITCH  
#19

By \_\_\_\_\_  
Its Chairperson

ATTEST:

\_\_\_\_\_  
Barb Loch, Meeker County Auditor

EXHIBIT A



CD 35

MAR - 6

3/1/19

BARBARA LOCK  
COUNTY AUDITOR

cc. Ditch #35

I, JEFF PETERSON, AS A benefited  
LANDOWNER TO COUNTY DITCH 35, request  
LOCATION AND INSPECTION OF THE COUNTY  
TILE THAT IS SUPPOSED TO TAKE WATER  
FROM THE EAST SIDE OF COUNTY ROAD  
#9 TO THE COUNTY DITCH #35!

IF YOU HAVE ANY QUESTIONS I CAN  
BE REACHED BY PHONE - (320)-420-2416  
OR MAIL - 24812 692<sup>nd</sup> AVE.  
DASSEL, MN 55325

I WOULD APPRECIATE AND REQUEST YOU  
TO NOTIFY ME THAT YOU HAVE RECEIVED  
THIS REQUEST.

Thank you.

JEFF PETERSON

(Re: phone w/ Jeff - Barb had conversation)

3-5-19

BARBARA LOCH:

What is the procedure to get  
the tile fixed if there is something  
wrong with it?

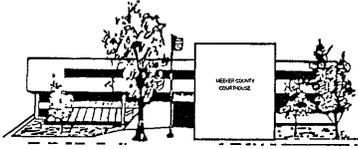
Please give me an answer  
in writing.

Thank you.

JEFF PETERSON

24812 69<sup>th</sup> Ave  
Dassel, MN 55325

(320) 420-2416



**MEEKER COUNTY AUDITOR**

325 Sibley Avenue N.  
Litchfield, MN 55355  
Phone: (320) 693-5212 Fax: (320) 693-5444

BARBARA LOCH  
County Auditor

PIXIE MUMFORD  
Property Records Specialist

April 17, 2019

Jeffrey Peterson  
24812 692th Avenue  
Dassel MN 55325

RE: County Ditch #35

Dear Mr. Peterson:

Per our conversation yesterday, please note the Ditch Inspector and myself are working through your requests for review on County Ditch #35.

We have received your request to determine the location of the county tile that is under CSAH 9 and what type of tile. This will be scheduled when the water level and weather will allow us to do digging.

As for the trees etc. on the ditch system, again we are in review to determine the best plan. We met with the attorney that advises our staff yesterday and as we discussed on the telephone, will continue to proceed under his guidance.

Please note the previous letter sent dated February 1, 2019, that you currently have 44 acres considered to be within the benefited area of County Ditch 35 and only 42 are actually benefited. If you plan to add acres in addition to these, you will also have to petition for an outlet.

If you have additional questions, please call my office or contact Ed at 320-693-1713.

Respectfully,

A handwritten signature in cursive script that reads "Barbara Loch".

Barbara Loch  
Meeker County Auditor

STATE OF MINNESOTA  
Before the  
Meeker County Board of Commissioners  
SITTING AS THE DRAINAGE AUTHORITY FOR  
County Ditch #42

In the Matter of:

Abandonment of County Ditch #42

PETITION FOR ABANDONMENT OF  
County Ditch #42

Pursuant to Minn. Stat. § 103E.811, Petitioners seek to abandon County Ditch #42 drainage system. For their Petition, the undersigned Petitioners state and allege the following:

- 1. Petitioners are the owners of the following described real property currently within the benefitted area of County Ditch #42:

See  
Next  
Page

Property Description	Property Owners	Address
1. 3 records <sup>10</sup> 35	Glenn + Emily Gruenhagen	68162 340 <sup>th</sup> St. Watkins, MN 55389
2. 3 records <sup>9.41%</sup> 90	Karen Osterberg	68093 350 <sup>th</sup> St. Watkins, MN 55389
3. 1 record <sup>10.44%</sup> 10	Christopher Schultz	34251 CSAW 17, Watkins, MN 55389

- 2. Petitioners represent <sup>58.43%</sup>
  - (1) at least 51 percent of the property owners assessed for the construction of the drainage system; or
  - (2) owners of not less than 51 percent of the area of the property assessed for the drainage system.
- 3. Petitioners request that the drainage authority abandon County Ditch #42.
- 4. County Ditch #42 is not of public benefit and utility because <(1) the agricultural property that used the drainage system has been generally abandoned; or (2) the drainage system has ceased to function and its restoration is not practical.

Provide further explanation supporting this conclusion. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

[Note: This template is only a suggestion and is not the format required under Minn. Stat. ch. 103E or Minnesota Law. This template is not a substitute for legal advice. You may want to consult with an attorney regarding customizing this template to a unique individual, entity, or situation.]

5. Petitioners request that a public hearing, pursuant to Minn. Stat. § 103E.811, subd. 5, be held and to proceed to the abandonment of the above described drainage system.
6. To the best of petitioners' knowledge, there are no outstanding drainage liens or assessments on the property related to the drainage system.
7. This Petition may be signed in counterparts.

Respectfully submitted this 3<sup>rd</sup> day of April, 2019 by: Emily Gruenhagen

[Note: All signatories to the Petition must indicate the capacity in which they sign, i.e. owner, co-owner, corporate official, or government lot. In the case of a partnership, only one general partner needs sign. In the case of a corporation, only one corporate official need sign. In the case of co-ownership, all co-owners must sign. In the case of a trust, all trustees must sign. Be sure all signature blocks are fully completed. If you are unsure of whom must sign please contact the petitioner's attorney.]

Owners printed name, property legal description, full mailing address, city state and zip, date are required

Owner Signature	Property Owned	Mailing Address	Dated

Owned Property Description	Property Owners	Address	Owner Signature	Dated
1. 10-0424000/01 NW 1/4 SW 1/4 36-121-30	Glenn A. + Emily J. Gruenhagen	68162 340 <sup>th</sup> St. Watkins, MN 55389	Glenn A. Gruenhagen	1-28-19
2. 10-0424000/02 SW 1/4 SW 1/4 36-121-30			Emily J. Gruenhagen	
3. 10-0425000/01 SE 1/4 SW 1/4 36-121-30				
4. SE 1/4 - NE 1/4 Sec 35-121-30	Karen Osterberg	68093 350 <sup>th</sup> St. Watkins MN 55389	Karen E. Osterberg	2-15-19
5. SW 1/4 - NW 1/4 Sec 36-121-30	Christopher Aaron Schultz	34251 CSAH 17 Watkins, MN 55389	(turned in + signed own copy)	
6. SE 1/4 - NW 1/4 Sec 36-121-30				
7. NE 1/4 NE 1/4 Sec 2-120-30				

[Note: This template is only a suggestion and is not the format required under Minn. Stat. ch. 103E or Minnesota Law. This template is not a substitute for legal advice. You may want to consult with an attorney regarding customizing this template to a unique individual, entity, or situation.]

# 2013

RECEIVED  
JAN 29 2013  
AUDITORS OFFICE  
FEB 15 2013  
AUDITORS OFFICE

STATE OF MINNESOTA  
Before the  
Meeker County Board of Commissioners  
SITTING AS THE DRAINAGE AUTHORITY FOR  
County Ditch #42

In the Matter of:

Abandonment of County Ditch #42

PETITION FOR ABANDONMENT OF  
County Ditch #42

Pursuant to Minn. Stat. § 103E.811, Petitioners seek to abandon County Ditch #42 drainage system. For their Petition, the undersigned Petitioners state and allege the following:

- 1. Petitioners are the owners of the following described real property currently within the benefitted area of County Ditch #42:

Property Description	Property Owners	Address
1. 09-0019000/01 NE 1/4 NE 1/4	Christopher Schultz	34251 CSAH 17 Watkins
2.		
3.		

- 2. Petitioners represent
  - (1) at least 51 percent of the property owners assessed for the construction of the drainage system; or
  - (2) owners of not less than 51 percent of the area of the property assessed for the drainage system.
- 3. Petitioners request that the drainage authority abandon County Ditch #42.
- 4. County Ditch #42 is not of public benefit and utility because <(1) the agricultural property that used the drainage system has been generally abandoned; or (2) the drainage system has ceased to function and its restoration is not practical.

Provide further explanation supporting this conclusion. The County is charging lots of money to do nothing to this ditch. I payed to fix this ditch out of my pocket. The county is stealing from these land owners. The land owners will fix their own problems with their land. This broken system is a joke!

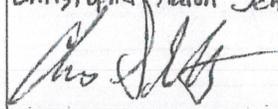
[Note: This template is only a suggestion and is not the format required under Minn. Stat. ch. 103E or Minnesota Law. This template is not a substitute for legal advice. You may want to consult with an attorney regarding customizing this template to a unique individual, entity, or situation.]

5. Petitioners request that a public hearing, pursuant to Minn. Stat. § 103E.811, subd. 5, be held and to proceed to the abandonment of the above described drainage system.
6. To the best of petitioners' knowledge, there are no outstanding drainage liens or assessments on the property related to the drainage system.
7. This Petition may be signed in counterparts.

Respectfully submitted this 26<sup>th</sup> day of January, 2019 by: 

[Note: All signatories to the Petition must indicate the capacity in which they sign, i.e. owner, co-owner, corporate official, or government lot. In the case of a partnership, only one general partner needs sign. In the case of a corporation, only one corporate official need sign. In the case of co-ownership, all co-owners must sign. In the case of a trust, all trustees must sign. Be sure all signature blocks are fully completed. If you are unsure of whom must sign please contact the petitioner's attorney.]

Owners printed name, property legal description, full mailing address, city state and zip, date are required.

Owner Signature	Property Owned	Mailing Address	Dated
Christopher Aaron Schultz 	Parcel/Rec 09-0019000/01 NE¼ NE¼ 2-120-30	34251 CStH 17 Watkins, MN 55389	1/26/19

Please keep this moving !!  
 This needs to be taken care of!  
 These Fees are Stealing  
