

**2013 SENATE GOVERNMENT AND VETERANS AFFAIRS**

**SB 2188**

# 2013 SENATE STANDING COMMITTEE MINUTES

Senate Government and Veterans Affairs Committee  
Missouri River Room, State Capitol

SB 2188  
01/24/2013  
Job Number 17680

Conference Committee

Committee Clerk Signature



## Minutes:

**Chairman Dever:** Opened the hearing on SB 2188.

**Senator Poolman, District 7:** Testified as sponsor and in support. See Attachment #1.

**(2:35) Senator Schaible:** Would it be better to have a percentage based on the maximum of \$4000?

**Senator Poolman:** I believe that is what it does. It is 20% and capped at \$4000.

**Chairman Dever:** How does this operate?

**Senator Poolman:** You need to know that people who have the responsibility to be running their department in a way that is fiscally responsible are not eligible. You cannot just fire people to cut costs. You cannot have agency heads as part of that. When an employee comes to this committee and gives an idea, they then look into and bring in that agency head and figure out whether or not it is feasible to make the change. They figure out the savings and at the end of that calendar year, and then they award that bonus.

**Vice Chairman Berry:** Has there been problems with someone trying to receive the incentive through nefarious action?

**Senator Poolman:** Not to my knowledge.

**Senator Nelson:** Are there a lot of people that report in on July and August to hit right before the fiscal year ending?

**Senator Poolman:** I am not sure how that works. I would assume that the timing of the meeting of the committee probably addresses some of that issue.

**Chairman Dever:** Do the funds for the payments come from the agency budgets?

**Senator Poolman:** It comes out of their salary line.

**(6:10) Pam Sharp, Office of Management and Budget:** Testified in support of the bill. I have been a member of the employee incentive committee for several years and the way it works is that we, there are six of us on the committee that are all agency heads, meet and review all of the requests or suggestions that come in. Someone asked if you could get around it, but we review each and every one of the suggestions and we think that it is a potential suggestion and makes sense, we send it to that agency head and they review it themselves to make sure it is accurate, valid, and makes sense. Then the employee does not get the reward until the savings is verified over 12 months. It does not matter the time of the year. I am very much in support of this bill. There have been a lot of good ideas and they keep coming. I think by increasing this people would be more interested.

**Senator Nelson:** Are there some ideas that even though they go back to the agency you have incorporated system wide?

**Pam Sharp:** Yes, even when it goes back to the agency, they will implement it, and then at the end of the year, OMB does a report and sends all of these ideas out to state agencies so they can review them and see if there is anything of benefit to their agency as well.

**Senator Nelson:** So the person does not get credit for that?

**Pam Sharp:** Yes, and it is limited to that \$2000, however, if the savings was based on statewide and it was documented that it save state government that much, that would be the basis for their bonus with the cap.

**Senator Marcellais:** Is there an employee appreciation day that this gets awarded?

**Pam Sharp:** These are awarded as they are approved and documented over the period of time, but no ceremony for these.

**Senator Marcellais:** Can the committee recommend it to the Governor?

**Pam Sharp:** Absolutely.

**Senator Marcellais:** I noticed that it is only management on this committee, why are there no other employees?

**Pam Sharp:** They are appointed to be on the employee incentive committee. I believe that is how it written in statute. We do refer all of the requests to the agencies so there is managerial oversight.

**Senator Marcellais:** How do you handle rural state agencies?

**Pam Sharp:** The very same way. Anyone employee can submit that is not a supervisor or manager. They submit a form to the chairman of the committee and we work through e mail and mail to communicate. It has not been a problem.

**Chairman Dever:** Does this apply to only executive branch agencies? Does higher ed or the Supreme Court have similar programs?

**Pam Sharp:** Higher Ed is also in this program. So we do get suggestions from campuses that we have approved and they have received incentive awards as well.

**Vice Chairman Berry:** This program, is it well known among all employees? Is it advertised?

**Pam Sharp:** There are some e mails that go out and some posters. I think we could do a better job at making people aware of this. Usually it is through an email about once a year.

**Chairman Dever:** The fact that we change the amount might spur some of that.

**Pam Sharp:** You are right.

**Vice Chairman Berry:** I think it is a wonderful idea. We should make sure they are aware.

It really is a benefit to know you have that opportunity.

**(12:58)Chairman Dever:** Any other testimony in support, opposed, neutral. Closed hearing on SB 2188.

**Senator Nelson: Moved a Do Pass.**

**Senator Schaible: Seconded.**

**A Roll Call Vote Was Taken: 7 yeas, 0 nays, 0 absent.**

**Bill Passed.**

**Senator Poolman: Carrier.**

**FISCAL NOTE**  
**Requested by Legislative Council**  
**01/16/2013**

Bill/Resolution No.: SB 2188

- 1 A. **State fiscal effect:** *Identify the state fiscal effect and the fiscal effect on agency appropriations compared to funding levels and appropriations anticipated under current law.*

	2011-2013 Biennium		2013-2015 Biennium		2015-2017 Biennium	
	General Fund	Other Funds	General Fund	Other Funds	General Fund	Other Funds
Revenues						
Expenditures						
Appropriations						

- 1 B. **County, city, school district and township fiscal effect:** *Identify the fiscal effect on the appropriate political subdivision.*

	2011-2013 Biennium	2013-2015 Biennium	2015-2017 Biennium
Counties			
Cities			
School Districts			
Townships			

- 2 A. **Bill and fiscal impact summary:** *Provide a brief summary of the measure, including description of the provisions having fiscal impact (limited to 300 characters).*

No fiscal impact. Agencies would use existing appropriation authority for any awards given. It is impossible to predict which agencies may be required to give awards.

- B. **Fiscal impact sections:** *Identify and provide a brief description of the sections of the measure which have fiscal impact. Include any assumptions and comments relevant to the analysis.*

3. **State fiscal effect detail:** *For information shown under state fiscal effect in 1A, please:*

A. **Revenues:** *Explain the revenue amounts. Provide detail, when appropriate, for each revenue type and fund affected and any amounts included in the executive budget.*

B. **Expenditures:** *Explain the expenditure amounts. Provide detail, when appropriate, for each agency, line item, and fund affected and the number of FTE positions affected.*

C. **Appropriations:** *Explain the appropriation amounts. Provide detail, when appropriate, for each agency and fund affected. Explain the relationship between the amounts shown for expenditures and appropriations. Indicate whether the appropriation is also included in the executive budget or relates to a continuing appropriation.*



**Name:** Pam Sharp

**Agency:** OMB

**Telephone:** 701.328.4606

**Date Prepared:** 01/17/2013



Date: 1/24

Roll Call Vote #: 1

2013 SENATE STANDING COMMITTEE  
ROLL CALL VOTES

BILL/RESOLUTION NO. 2188

Senate Government and Veterans Affairs Committee

Check here for Conference Committee

Legislative Council Amendment Number \_\_\_\_\_

Action Taken:  Do Pass  Do Not Pass  Amended  Adopt Amendment  
 Rerefer to Appropriations  Reconsider

Motion Made By Senator Nelson Seconded By Senator Schaible

Senators	Yes	No	Senator	Yes	No
Chariman Dick Dever	✓		Senator Carolyn Nelson	✓	
Vice Chairman Spencer Berry	✓		Senator Richard Marcellais	✓	
Senator Dwight Cook	✓				
Senator Donald Schaible	✓				
Senator Nicole Poolman	✓				

Total (Yes) 7 No 0

Absent 0

Floor Assignment Senator Poolman

If the vote is on an amendment, briefly indicate intent:

**REPORT OF STANDING COMMITTEE**

**SB 2188: Government and Veterans Affairs Committee (Sen. Dever, Chairman)**  
recommends **DO PASS** (7 YEAS, 0 NAYS, 0 ABSENT AND NOT VOTING).  
SB 2188 was placed on the Eleventh order on the calendar.

**2013 HOUSE GOVERNMENT AND VETERANS AFFAIRS**

**SB 2188**

# 2013 HOUSE STANDING COMMITTEE MINUTES

House Government and Veterans Affairs Committee  
Fort Union Room, State Capitol

SB 2188  
March 14, 2013  
Job 19921

Conference Committee

Jocelyn Gallagher

## Explanation or reason for introduction of bill/resolution:

Relating to the state employee suggestion incentive program.

## Minutes:

Attachment 1

**Chairman Jim Kasper** opened the hearing on SB 2188.

**Senator Poolman, District 7:** appeared in support. **Attachment 1. (End 2:01)**

**Rep. Ben Koppelman:** Made remarks on the spending.

**Rep. Steven Zaiser (2:46):** How do you determine what the benefit is going to be, the dollar value?

**Senator Poolman:** What happens year to year is they only receive a bonus in the first year based on the first year savings. It is not something that continues.

**Rep. Steven Zaiser:** Who makes that determination and then if there is a difference of opinion on levels of supervision, how is that resolved in terms of what the value of savings is?

**Senator Poolman:** There is a special committee. The bill talks about the structure of the committee.

**Stuart Savelkoul, Executive Director of ND Public Employees Association:** appeared in support.

**Chairman Jim Kasper :** Closed the hearing.

**Rep. Steven Zaiser:** moved a Do pass.

**Rep. Gail Mooney:** seconded.

**Rep. Vernon Laning: (6:25)** Most of incentive programs end up being more work than they are worth. It takes a lot of staff time and work.

**Rep. Ben Koppelman:** Share Rep. Laning's view. I don't see the need to expand it.

**Rep. Bill Amerman:** Bobcat has a Quality Control Initiative (QCI), suggestions are turned in each month and over the years Bobcat has kept its prices down because of the QCI program. It saves the state some money in the long run and this is another good way to do that.

**Rep. Steven Zaiser:** In addition to some real significant savings, it would be good for employee morale.

**Rep. Scott Louser:** Looking back to 2005 and if this change was implemented then there would only be one instance where the employee would have received more than 2000. It hasn't been used very often in the last eight years. I think we're okay where we're at.

**Chairman Jim Kasper:** We do already have an incentive program; this is just increasing the maximum.

**Rep. Vicky Steiner:** Are legislators qualified for this?

**Roll on do pass on SB 2188.**

**8-6-0**

**Rep. Mooney will carry.**

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**01/16/2013**

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- B. **Fiscal impact sections:** *Identify and provide a brief description of the sections of the measure which have fiscal impact. Include any assumptions and comments relevant to the analysis.*

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**Name:** Pam Sharp

**Agency:** OMB

**Telephone:** 701.328.4606

**Date Prepared:** 01/17/2013



Date: 3-14-13  
 Roll Call Vote #: \_\_\_\_\_

**2013 HOUSE STANDING COMMITTEE  
 ROLL CALL VOTES  
 BILL/RESOLUTION NO. 2188**

House Government and Veterans Affairs Committee

Check here for Conference Committee

Legislative Council Amendment Number \_\_\_\_\_

Action Taken:  Do Pass  Do Not Pass  Amended  Adopt Amendment  
 Rerefer to Appropriations  Reconsider

Motion Made By Zaiser Seconded By Mooney

Representatives	Yes	No	Representatives	Yes	No
Chairman Jim Kasper		<input checked="" type="checkbox"/>	Rep. Bill Amerman	<input checked="" type="checkbox"/>	
Vice Chairman Randy Boehning		<input checked="" type="checkbox"/>	Rep. Gail Mooney	<input checked="" type="checkbox"/>	
Rep. Jason Dockter	<input checked="" type="checkbox"/>		Rep. Marie Strinden	<input checked="" type="checkbox"/>	
Rep. Karen Karls	<input checked="" type="checkbox"/>		Rep. Steven Zaiser	<input checked="" type="checkbox"/>	
Rep. Ben Koppelman		<input checked="" type="checkbox"/>			
Rep. Vernon Laning		<input checked="" type="checkbox"/>			
Rep. Scott Louser		<input checked="" type="checkbox"/>			
Rep. Gary Paur	<input checked="" type="checkbox"/>				
Rep. Karen Rohr		<input checked="" type="checkbox"/>			
Rep. Vicky Steiner	<input checked="" type="checkbox"/>				

Total (Yes) 8 No 6

Absent 0

Floor Assignment Mooney

If the vote is on an amendment, briefly indicate intent:

**REPORT OF STANDING COMMITTEE**

**SB 2188: Government and Veterans Affairs Committee (Rep. Kasper, Chairman)**  
recommends **DO PASS** (8 YEAS, 6 NAYS, 0 ABSENT AND NOT VOTING).  
SB 2188 was placed on the Fourteenth order on the calendar.

**2013 TESTIMONY**

**SB 2188**

Testimony from Senator Nicole Poolman on SB2188

January 24, 2013

Mr. Chairman and Members of the Committee, for the record my name is Nicole Poolman and I represent District 7 in the Senate.

I have introduced this bill to increase the amount of incentive we offer our state employees when they save us money. The Employee Incentive Suggestion Program has been in effect since 1994, and as you can see from the charts in front of you, our state employees have saved us considerable amounts of money since the program's inception.

Currently, when an employee comes up with an idea that saves us money, we pay them 20% of the first-year savings up to a maximum of \$2,000. This maximum has not changed since the inception of the program, and it occurred to me as I looked at this chart that maybe the level of incentive would influence the level of savings. You see, under the current system, a woman who saved the state \$231,000 in the first year received the same "bonus" as someone who saved us only \$10,872. We are obviously thankful for both employees, but I believe if we offer larger incentives, there may be larger-scale savings discovered.

Our Public Employees work hard every day to deliver services to the State of North Dakota. They know our agencies inside and out, so it only makes sense that we trust them to look for savings and ways to streamline government. I strongly believe we should reward them at a higher level when they do so. This bill asks you to increase the maximum reward to \$4,000 rather than \$2,000.

There is obviously no cost to the taxpayer on this bill because the money paid out comes from the savings incurred. I ask for your support of this bill to reduce the size and cost of government and reward the employees who help us do that.

**Employee Suggestion Incentive Payments,  
and Savings from Inception of Program  
as of June 30, 2012**

Year Jul 1	Agcy No.	Agency	Employee	Suggestion	Incentive Amount	1 <sup>st</sup> Year Savings
1994		NONE				NONE
1995	325	Human Services	Four employees (\$27.70 each)	Use Post-it FAX notes instead of the full sheet form	110.80	1,108.00
	480	Job Service	Thea Gilbertson	Reduce the size of the Job Bank Index mailed to about 200 local offices, outreach stations, and other agencies	1,000.00	15,000.00
1996	301	Health Dept.		Add 1-800 no. for staff to call into the office	88.00	884.03
	325	Human Services	Marilyn Anderson	Ask local law enforce- ment to contact people and save on telegrams	172.80	1,728.00
			Leone Stenberg Pamela Hovden Barb Gaardner (\$103 each)	Program payout for lock- in claims suspense automation project for Medical Assistance	309.00	3,090.00
	380	Job Service	Max Niesar	Copy veterans reports for specific offices rather than copy all reports for all offices	16.05	21.43 paper 139.08 postage
	408	Public Service	Ron Dietz	Eliminate separate phone line to serve needs of hearing impaired callers and replace w/Relay ND	29.23	292.25
1997	325	Human Services	Kathy Paul	By examining and applying postal rates tables to mailing of SFN 378, saved over nine cents each	827.77	8,277.17
			Beverly Locken And Monica Vogel (\$500 each)	Automate the identification and billing of major medical coverage for drug services	1,000.00	5,000.00
			Jane Ambers	Freight savings by weighing merchandise and selecting the cheapest shipper before shipping	198.33	1,983.30
			Terri Schmidt	Gathered info from Federal Express stating the dept. could use the same rates as the federal govt.	244.92	2,449.20
	380	Job Service	Cindy Bosworth & Rick Pelishek	Recycle the greenbar report printout binders	422.00	4,218.00

**Employee Suggestion Incentive Payments,  
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Year	Agcy No.	Agency	Employee	Suggestion	Incentive Amount	1 <sup>st</sup> Year Savings
1998	190	RIO	Connie Flanagan	Internal preparation of investment allocation reports previously prepared by master custodian	800.00	8,000.00
	480	Job Service	Lynne Huber	Obtain postal discount by bar coding CES program reminder notices	13.75	137.50
	485	Work Comp	Jolean Pederson	Include revised PIQ C-16 (Prior Injury Questionnaire) in Bureau's C1A claim report form.	62.60	625.00
1999	110-03	Facility Mgmt	Jim Leingang	Renegotiate a utility company agreement which reduced the states' already low electric utility rate by an additional 10% per month	1,000.00	66,437.00
	471	Bank of ND	Linda Sitz	BND receives statement of acct. from Fed Reserve every day. Change the form to get it electronically to save money.	72.00	720.00
	110	OMB-CPD	Maureen Vosberg	Save rates by doing state advertising as a group rather than by individual agency.	2,000.00	19,881.00
	201	DPI	Melissa Schiller	Conduct CTBS interpretation workshops over IVN network	660.00	3,300.00
	801	DOT-Valley Cty	Candy O'Brien	Have photos of new employees taken in Bismarck while here for orientation	50.00	500.00
	325	State Hospital	Gene Haugen	When printing projects, set up document so it can be printed on both sides of paper.	57.00	285.00
	380	Job Service	Deb Gross	Reduce number of separately mailed referral letters to clients on a single day	1,000.00	12,582.00
			Donna Stoltz	Printing of the Job Insurance Policy Pamphlet	574.59	2,875.00

**Employee Suggestion Incentive Payments,  
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Year Jul 1	Agcy No.	Agency	Employee	Suggestion	Incentive Amount	1 <sup>st</sup> Year Savings
2000	301	Health Dept.	Charles Cech	Use smaller coolers for mailing samples	88.00	440.00
			Suzette Howard	Distribute press releases by fax or email rather than mailing paper copies	515.00	2,575.00
	530	James River CC	James Taylor	Have forms on computer so they can be typed online.	397.40	1,987.00
2001	110	OMB	Shirley Teply	Recover, rather than replace, old Herman Miller panels	2,000.00	10,765.39
	325	Human Services	Beverly Locken	Medicaid cost avoidance for certain groups of drugs & pharmacy-related supplies not covered by Medicare	2,000.00	231,000.00
	801	DOT	Mary Hogue	Revamp the form used for purchase orders so they can be printed by CPD rather than commercial printer	638.36	3,191.79
			Troy Gilbertson	Revise Dept's standard sign for the Adopt-a-Highway program to smaller size requiring only one sign post to mount	2,000.00	11,900.00
2002	325	Human Services	Linda Waldner	Have Risk Mgmt. Give presentations at outstationed offices rather than employees traveling to one location.	128.00	640.00
2003	301	Health Dept.	Margy Pearson Brian Kirby Cindy Leingang Claudia Meberg Brent Reems	Replace hands-on certification with remote training via VCR tapes and written manuals.	763.00 (152.60 each)	3,819.00
	380	Job Service	Tammy Tofte	Set up screen or site in computer system to keep current list of consultants.	329.00	1,650.00
2004	201	DPI	Candice Tollefson	Eliminate postage machine. Use charge codes and the central mail room.	2,000.00	10,872.00
	380	Job Service	Mark Backman	Use JSND staff for LEHD census bureau project rather than independent contractor.	2,000.00	22,075.00

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Year Jul 1	Agcy No.	Agency	Employee	Suggestion	Incentive Amount	1 <sup>st</sup> Year Savings
2004 (cont)	530	DOCR	Ken Johnson	If each agency that buys pharmaceuticals joined a buying group as "one member" rather than individual members, annual fees could be saved.	842.00	4,210.00
	602	Ag Dept	Lynette Baumiller	Use prepaid long distance phone cards rather than telephone credit cards.	600.00	3,000.00
	770	Water Comm.	Rosemary Pedersen	Produce water law books in loose-leaf binder combo rather than bound book to allow for printing of replacement pages only.	291.00	1,455.00
2005	801	DOT	Curtis Clementich	Improve pipe culvert marker installation	2,000.00	9,576.00
	110	HRMS	Maureen Vosberg	Use Dexonline instead of directory assistance	1,051.70	5,258.50
2006	NONE					
	801	DOT	Kay Helland	Pavement marking on temporary lanes superfluous and plans revised by addendum.	2,000.00	10,000.
2008	NONE					
2009	110	Facility Mgmt	Darcy Hoff	Use 6X9 envelopes for > 3oz mailings anticipating US postage rate change.	1,026.48	5,132.40
	401	Insurance Dept.	Lee Lunde	Policy change to replace water damaged wood floors w/a drying method.	2,000.00	16,487.62
	230	UND	Anita Kemnitz	Purchasing paper in bulk.	358.04	1,790.22
	250	ND State Library	Michelle Balliet Unrath	Ordering Jiffylite self-seal bubble mailers to mail out library materials.	193.20	966.00
2010						
	127	Tax Dept.	Kurt Landis	Creation of webfile application for Canadian Refunds.	2,000	20,227.00
2011	301	Health Dept.	Charles Cech	Now purchasing ASTM books of standards on a 3-yr basis, not annually.	259.68	1,298.00
	301	Health Dept.	Tom Nemeth and Todd Ussatis	Installation of bulk argon tank at the laboratory.	<i>Pending</i>	<i>Pending</i>
<b>Totals</b>					<b>\$36,189.70</b>	<b>\$539,848.80</b>

Attachment 1

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**Employee Suggestion Incentive Payments,  
and Savings from Inception of Program  
as of June 30, 2012**

<b>Year</b>	<b>Agcy No.</b>	<b>Agency</b>	<b>Employee</b>	<b>Suggestion</b>	<b>Incentive Amount</b>	<b>1<sup>st</sup> Year Savings</b>
<b>2000</b>	301	Health Dept.	Charles Cech	Use smaller coolers for mailing samples	88.00	440.00
			Suzette Howard	Distribute press releases by fax or email rather than mailing paper copies	515.00	2,575.00
	530	James River CC	James Taylor	Have forms on computer so they can be typed online.	397.40	1,987.00
<b>2001</b>	110	OMB	Shirley Teply	Recover, rather than replace, old Herman Miller panels	2,000.00	10,765.39
	325	Human Services	Beverly Locken	Medicaid cost avoidance for certain groups of drugs & pharmacy-related supplies not covered by Medicare	2,000.00	231,000.00
	801	DOT	Mary Hogue	Revamp the form used for purchase orders so they can be printed by CPD rather than commercial printer	638.36	3,191.79
			Troy Gilbertson	Revise Dept's standard sign for the Adopt-a-Highway program to smaller size requiring only one sign post to mount	2,000.00	11,900.00
<b>2002</b>	325	Human Services	Linda Waldner	Have Risk Mgmt. Give presentations at outstationed offices rather than employees traveling to one location.	128.00	640.00
<b>2003</b>	301	Health Dept.	Margy Pearson Brian Kirby Cindy Leingang Claudia Meberg Brent Reems	Replace hands-on certification with remote training via VCR tapes and written manuals.	763.00 (152.60 each)	3,819.00
	380	Job Service	Tammy Tofte	Set up screen or site in computer system to keep current list of consultants.	329.00	1,650.00
<b>2004</b>	201	DPI	Candice Tollefson	Eliminate postage machine. Use charge codes and the central mail room.	2,000.00	10,872.00
	380	Job Service	Mark Backman	Use JSND staff for LEHD census bureau project rather than independent contractor.	2,000.00	22,075.00

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<b>Year Jul 1</b>	<b>Agcy No.</b>	<b>Agency</b>	<b>Employee</b>	<b>Suggestion</b>	<b>Incentive Amount</b>	<b>1<sup>st</sup> Yea Savings</b>
<b>2004 (cont)</b>	530	DOCR	Ken Johnson	If each agency that buys pharmaceuticals joined a buying group as "one member" rather than individual members, annual fees could be saved.	842.00	4,210.00
	602	Ag Dept	Lynette Baumiller	Use prepaid long distance phone cards rather than telephone credit cards.	600.00	3,000.00
	770	Water Comm.	Rosemary Pedersen	Produce water law books in loose-leaf binder combo rather than bound book to allow for printing of replacement pages only.	291.00	1,455.00
<b>2005</b>	801	DOT	Curtis Clementich	Improve pipe culvert marker installation	2,000.00	9,576.00
	110	HRMS	Maureen Vosberg	Use Dexonline instead of directory assistance	1,051.70	5,258.50
<b>2006</b>	NONE					
<b>2007</b>	801	DOT	Kay Helland	Pavement marking on temporary lanes superfluous and plans revised by addendum.	2,000.00	10,000.00
<b>2008</b>	NONE					
<b>2009</b>	110	Facility Mgmt	Darcy Hoff	Use 6X9 envelopes for > 3oz mailings anticipating US postage rate change.	1,026.48	5,132.40
	401	Insurance Dept.	Lee Lunde	Policy change to replace water damaged wood floors w/a drying method.	2,000.00	16,487.62
	230	UND	Anita Kemnitz	Purchasing paper in bulk.	358.04	1,790.22
	250	ND State Library	Michelle Balliet Unrath	Ordering Jiffylite self-seal bubble mailers to mail out library materials.	193.20	966.00
<b>2010</b>						
	127	Tax Dept.	Kurt Landis	Creation of webfile application for Canadian Refunds.	2,000	20,227.00
<b>2011</b>	301	Health Dept.	Charles Cech	Now purchasing ASTM books of standards on a 3-yr basis, not annually.	259.68	1,298.00
	301	Health Dept.	Tom Nemeth and Todd Ussatis	Installation of bulk argon tank at the laboratory.	<i>Pending</i>	<i>Pending</i>
<b>2012</b>						
<b>Totals</b>					<b>\$36,189.70</b>	<b>\$539,800.00</b>