

December 15, 2020

Governor's Office of Management and Budget  
ATTN: Duncan Evans  
350 North State Street, Suite 150  
Salt Lake City, UT 84114

Re: Millard County Reimbursement of CARES Act Funds

Dear Mr. Evans:

Attached is a reimbursement request from Marki Rowley, Millard County Clerk/Auditor, to cover the county's coronavirus-related expenses for the 2020 General Election. Please reimburse Millard County **\$4,381.80** using the following fund: 2320/060/1640/2320/7115 function COVI. In addition, it is understood that the total may be split into two documents due to the prior and current fiscal year.

Please let me know if you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Justin Lee", with a stylized flourish at the end.

Justin Lee  
Director of Elections  
Office of the Utah Lieutenant Governor



## CARES ACT FUNDING REIMBURSEMENT REQUEST

STATE OF UTAH

OFFICE OF THE UTAH LIEUTENANT GOVERNOR

### Requester's Information

1. County: Millard County
2. Name and title of individual filling out this application: Marki Rowley
3. Contact Phone #: 435-743-6223 Contact Email: mrowley@co.millard.ut.us

### Reimbursement Information

4. Identify the election(s) for which these funds were used: Primary Election
5. Total amount approved by the state: \$ 8,190.00
6. Total amount of reimbursement: \$ 4381.80
7. On the next page, provide a breakdown of expenses that are being reimbursed. You may attach a separate spreadsheet to this application if desired.
  - Receipts, invoices, or other documentation of cost must be provided with this request. If the county cannot produce these items, it must provide a detailed explanation as to why.
  - Expenditures must serve the purpose to "prevent, prepare for, and respond to the coronavirus." Be as specific and detailed as possible in the descriptions of expenditures. Explanations that are vague may be rejected. For example, "COVID Notices" is unacceptable, but explanations such as, "Mailed a postcard notice to all residents in the county on May 25, 2020 informing them of the changes to election processes due to COVID" are desired.
  - Reimbursements for regular staff overtime or staff expenses must be submitted with timesheets or other satisfactory documentation.
  - Expenditures may not supplant the county's budget (i.e., funds may not cover costs that the county would normally incur).

### County Clerk Declaration and Signature

Initial the statements and sign below:

MR I affirm the expenditures listed in this request were used, or will be used, to prevent, prepare for, and respond to coronavirus for the 2020 Federal election cycle.

MR I affirm the expenditures listed in this request did not, or will not, supplant the county's budget.

Marki Rowley  
County Clerk's Signature

12/1/2020

Date

Description of expenditure. Be specific and detailed as possible.	Amount (\$)	Receipt, invoices, or other documentation provided (Yes/No). If 'NO,' please provide a detailed explanation as to why documentation is not available.
Envelopes for mailing notices to voters	555.00	Yes ✓
Notices run in the local newspaper to inform voters of no in-person voting locations	352.80	Yes ✓
Election Drop Box purchased to add one more convenient drop box since no in-person voting was offered	2,082.00	Yes ✓
Postage for mailed and returned notices	621.77	Yes ✓ (9 receipts total).
Paper and partial postage for mailing notices - we used what we had and did not have to order anymore paper, but did have to request more postage which is listed and invoiced above.	770.23	No - I used the paper we had on hand (13 reams x \$5 = \$65.00) I used postage we had on hand (4053 x \$0.174 = \$705.23)



# Pahvant Valley Printing

260 East 300 South  
Fillmore, UT 84631  
(435) 743-6719

## INVOICE

DATE

INVOICE #

5/5/2020

P-3861

### BILL TO:

Millard County Clerks Office  
765 South Hwy 99 - Suite 6  
Fillmore, UT 84631

*Envelopes for Election Notices*

P.O. NO.	TERMS	DUE DATE
	Net 15	5/20/2020

QUANTITY	DESCRIPTION	RATE	AMOUNT
7,000	#10 Window Envelopes  <div><p>APPROVED FOR PAYMENT ACCT # 10-4170-1021 AMT \$ 555.00 DATE 5/10/2020 BY M. Rensb</p><p><i>Millard County Clerk Grant Funding Printing Election</i></p></div>	0.07929	555.00

Terms: Account is due according to the above stated due date. A service charge of 2% per month (24% annual rate) will be charged on all past due accounts unless other arrangements have been made and carried out. In case of collections, customer agrees to pay all attorney and collection costs. All accounts over 30 days due will accrue a \$30.00 late fee in addition to interest.

**Total** \$555.00

*Thank you for your business.*

MILLARD  
COUNTY**CHRONICLE  
PROGRESS**PO Box 249  
Delta, UT 84624  
billing@millardccp.com  
435-864-2400

Invoice

Date	Invoice #
7/6/2020	110826

Bill To
Millard County Clerk 765 S Hwy 99, Ste 6 Filmore, UT 84631

P.O. No.	06-2020
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Item	Quantity	Description	Rate	Amount
Legal Advertising	4	Election Notice / June 3, 10, 17, 24, 2020 Sales Tax	88.20 6.35%	352.80 0.00
<div>APPROVED FOR PAYMENT ACCT # <u>10-4170-421-001</u> AMT \$ <u>352.80</u> DATE <u>7/6/2020</u> BY <u>MR</u></div>				
Total				\$352.80



6321 Bury Drive Suite 19  
Eden Prairie, MN 55346  
accountingasc@ascabr.com

# Invoice

#INV20235  
6/3/2020

**Bill To**

Markl Rowley  
Millard County  
765 S Hwy 99  
Suite 6  
Fillmore UT 84631  
United States

**Ship To**

Markl Rowley  
Millard County  
765 S Hwy 99  
Suite 6  
Fillmore UT 84631  
United States

**TOTAL**

## \$2,082.00

Due Date: 6/3/2020

**Terms**

**Due Date**  
6/3/2020

**PO #**

**Sales Rep**  
Kevin Johnson

**Shipping Method****Partner****Quantity****Item****Rate****Amount**

1 BAL-500-SS-DOC Ballot 500 SS Drive Up On-Concrete  
American Security Cabinets Ballot Drop Model 500 Drive  
Up with a 30" On-Concrete Pedestal.

\$1,968.00

1 Freight-UPS Ground  
Freight-UPS Ground

\$114.00

\$114.00

**Shipping****Tax Total (%)**

\$0.00

**Subtotal**

\$2,082.00

**Amount Paid**

\$0.00

**Balance Due**

\$2,082.00

**APPROVED FOR PAYMENT**

ACCT # 10-4170-021-001

AMT \$ 2,082.00

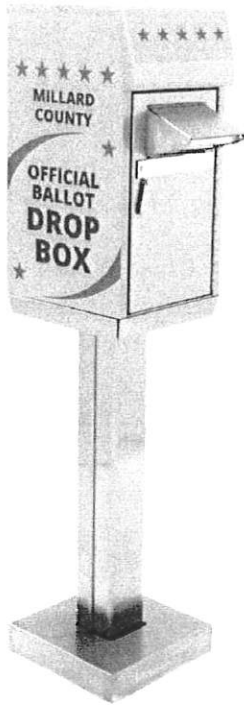
DATE 6/8/2020

BY MR

*Will need  
reimbursement  
from CARES  
funds from  
state.*



INV20235



Sales Number: 510

Business Name: Millard County

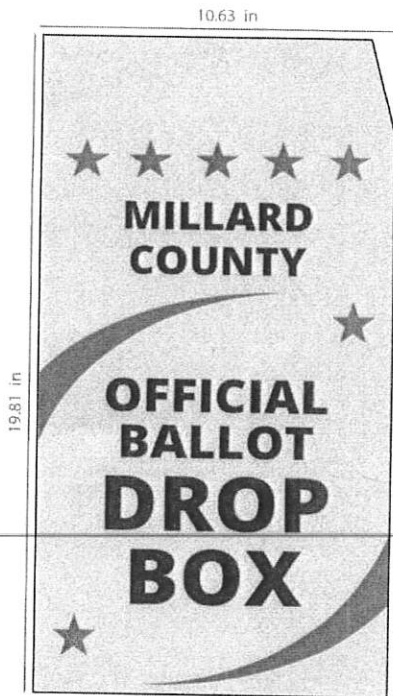
Model/Cabinet: 500

Date of Proof: 5/8/2020

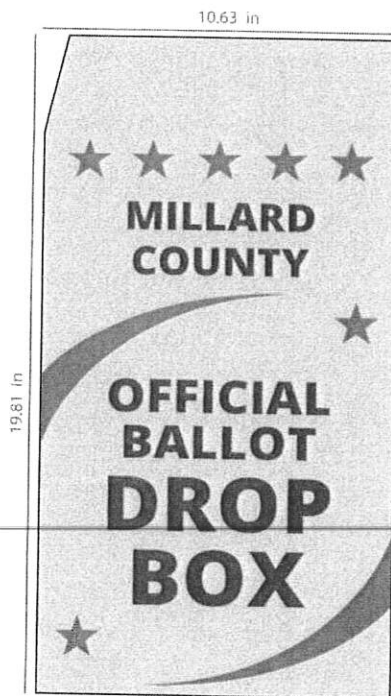
Quantity: 1

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

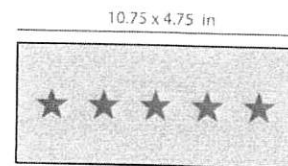
Special Instructions:



Left



Right



Front Top

FILLMORE  
60 E CENTER ST  
FILLMORE, UT 84631-9998  
492686-0631  
(800)275-8777  
05/19/2020 02:59 PM

Product	Qty	Unit Price	Price
P Due/BRM Adv Dep (Permit Type:Business Reply) (Permit Number:200001) (Permit Acct Number:2564920) (Customer Name:FOURTH DISTRICT COURT)			\$113.4
Total:			\$113.4
Personal/Bus Check			\$113.4

Preview your Mail  
Track your Packages  
or for FREE @  
www.usps.com/redelivery.com

All sales final on stamps and postage.  
Refunds for guaranteed services only.  
Thank you for your business.

NOW HIRING. Please visit  
[www.usps.com/careers](http://www.usps.com/careers) to apply.

HELP US SERVE YOU BETTER

TELL US ABOUT YOUR RECENT  
POSTAL EXPERIENCE

Go to:  
<https://postalexperience.com/Pos>

840-5840-0142-001-00012-76224-01

or scan this code with  
your mobile device:



or call 1-800-410-747

YOUR OPINION COUNTS

Receipt #: 840-584001  
Clerk: 82

1/9



Millard County  
50 South Main Street  
Fillmore, Utah 84631-5504  
435.743.5227  
Fax 435.743.8019  
[www.millardcounty.org](http://www.millardcounty.org)

## Request for Payment

Make check  
payable to:

United States Postal Service  
PO E. Center  
Fillmore, UT 84631  
Account # 200-001

Date: 4/29/2020

Fund	Department	Item	Description	Amount	
10	4170	621	Presidential Primary	113	40
			Returned "undeliverable		
			ballots" Postage		

Mark Roub  
Signature

**Company Detail**

Company Name	Millard County Clerk's Office
Address	765 S HIGHWAY 99 STE 6 FILLMORE, UT 84631-5032
Contact Name	MARKKI ROWLEY
Phone Number	(435)743-6223
Profit Indicator	N

**PS Form 3607R - Mailing Transaction Receipt**

Account Holder Account Number	2961018
Account Holder Permit Number	1
Account Holder Permit Type	MT
Account Holder CRID	21135659
Post Office of Permit	Post Office Fillmore UT 84631-9998
Post Office of Mailing	Post Office Fillmore UT 84631-9998
Post Office of Permit Cost Center	492686-2000
Post Office of Mailing Cost Center	492686-2000

Mailing Agent Name  
Mailing Agent CRID

JOB ID  
Customer Reference ID  
CAPS Transaction Number

N/A

Class of Mail	USPS Marketing Mail
Processing Category	Letters
Postage Statement ID	379745009
Mailing Group ID	269248290
Mailer's Mailing Date	05/12/2020

Mailer Declared Total Pieces	1,336 pcs.
Mailer Declared Total Weight	47.6875 lbs.
Mailer Declared Weight of a single-piece	0.0340 lbs.
USPS Determined Total Pieces	1,336 pcs.
USPS Determined Total Weight	28.4568 lbs.
USPS Determined Weight of a single-piece	0.0213 lbs.
Total Number of Containers	2

Total Adjusted Postage \$ 232.46

Payment Date and Time	05/12/2020 15:30
Payment Transaction Number	202013316305451M1
Adjustment Transaction Number	

Mailer Figures Adjusted? No  
Person authorizing adjustment  
Name  
Phone Number

Acceptance Site Mailer ID	
Clerk Initials	TMG
Mail Arrival Date and Time	05/12/2020 13:20

*Collection  
no more  
postage*

*File 17.4¢ ea.*

*2/9*

## Company Detail

Company Name

Address

Contact Name

Phone Number

Profit Indicator

Millard County Clerk's Office  
765 S HIGHWAY 99 STE 6  
FILLMORE, UT 84631-5032  
MARKKI ROWLEY  
(435)743-6223  
N

## PS Form 3607R - Mailing Transaction Receipt

Account Holder Account Number  
Account Holder Permit Number  
Account Holder Permit Type  
Account Holder CRID  
Post Office of Permit  
Post Office of Mailing  
Post Office of Permit Cost Center  
Post Office of Mailing Cost Center

2961018  
1  
MT  
21135659  
Post Office Fillmore UT 84631-9998  
Post Office Fillmore UT 84631-9998  
492686-2000  
492686-2000

Mailing Agent Name  
Mailing Agent CRID

JOB ID  
Customer Reference ID  
CAPS Transaction Number

N/A

Class of Mail  
Processing Category  
Postage Statement ID  
Mailing Group ID  
Mailer's Mailing Date

USPS Marketing Mail  
Letters  
379127155  
268735187  
05/06/2020

Mailer Declared Total Pieces  
Mailer Declared Total Weight  
Mailer Declared Weight of a single-piece  
USPS Determined Total Pieces  
USPS Determined Total Weight  
USPS Determined Weight of a single-piece  
Total Number of Containers

1,111 pcs.  
36.6875 lbs.  
0.0500 lbs.  
1,111 pcs.  
35.4409 lbs.  
0.0319 lbs.  
3

Total Adjusted Postage

\$ 193.31

Payment Date and Time  
Payment Transaction Number  
Adjustment Transaction Number

05/06/2020 14:47  
202012715472023M1

Mailer Figures Adjusted?  
Person authorizing adjustment  
Name  
Phone Number

No

Acceptance Site Mailer ID  
Clerk Initials  
Mail Arrival Date and Time

TMG  
05/06/2020 14:27

*Justus  
noted  
posted*

*Priced per piece was*

*\$0.174 each*

*Otherwise, great! 3/9*

[Close Window](#)

P.S. 3582 - C

## Business Reply Postage

COST CENTER: Cost Center 49-2686-0631 FILLMORE, UT

DATE: 06/12/20

## Account Information

Account Number: 2564920

Permit: BR 200-001

Company: FOURTH DISTRICT COURT

Address: 765 S HIGHWAY 99  
FILLMORE, UT 84631

Where Issued: n/a

Comments:

PO of Mailing: Cost Center 49-2686-0631 FILLMORE, UT

Current Balance: \$447.87

Contact: MARKI ROWLEY

Phone Number: (435)743-6223

Finance Number: 49-2686

PO of Permit: Cost Center 49-2686-0631 FILLMORE, UT

BRM Invoice Type: Basic BRM

Opening Balance: \$509.47

Mailing Date: 06/12/2020

Final

TRANS# 202016408353095BM

## Letter Prices

Line Seq#	Description	Weight Not Over (Ounces)	Number of Pieces	Postage per Piece	Per Piece Handling Charge	Postage
A1	Postcards	0	0	0.350	0.850	0.000
A2	1 oz.	1	44	0.550	0.850	61.600
A3	2 oz.	2	0	0.700	0.850	0.000
A4	3 oz.	3	0	0.850	0.850	0.000
A5	3.5 oz.	3.5	0	1.000	0.850	0.000
A6	Nonmachinable Surcharge	3.5	0	0.150	0.000	0.000

Seq#	Description	Number of Pieces	Postage per Piece	Per Piece Handling Charge	Postage
A128	Postage Due	0	0.000	0.000	0.000
Total Postage: \$61.60					

Closing Balance: \$447.87

Customer Reference ID

The above amount has been deducted from your advance deposit account.

Clerk Initials: TMG

4/9

[Close Window](#)

P.S. 3582 - C

## Business Reply Postage

COST CENTER: Cost Center 49-2686-0631 FILLMORE, UT

DATE: 06/22/20

## Account Information

Account Number: 2564920

Permit: BR 200-001

Company: FOURTH DISTRICT COURT

Address: 765 S HIGHWAY 99

FILLMORE, UT 84631

Where Issued: n/a

Comments:

PO of Mailing: Cost Center 49-2686-0631 FILLMORE, UT

Current Balance: \$429.67

Contact: MARKI ROWLEY

Phone Number: (435)743-6223

Finance Number: 49-2686

PO of Permit: Cost Center 49-2686-0631 FILLMORE, UT

JUN 20 2020

BRM Invoice Type: Basic BRM

Opening Balance: \$440.87

Mailing Date: 06/22/2020

Final

TRANS# 202017408542680BM

## Letter Prices

Line Seq#	Description	Weight Not Over (Ounces)	Number of Pieces	Postage per Piece	Per Piece Handling Charge	Postage
A1	Postcards	0	0	0.350	0.850	0.000
A2	1 oz.	1	8	0.550	0.850	11.200
A3	2 oz.	2	0	0.700	0.850	0.000
A4	3 oz.	3	0	0.850	0.850	0.000
A5	3.5 oz.	3.5	0	1.000	0.850	0.000
A6	Nonmachinable Surcharge	3.5	0	0.150	0.000	0.000

*electron*

Seq#	Description	Number of Pieces	Postage per Piece	Per Piece Handling Charge	Postage
A128	Postage Due	0	0.000	0.000	0.000
Total Postage: \$11.20					

Closing Balance: \$429.67

Customer Reference ID

The above amount has been deducted from your advance deposit account.

Clerk Initials: TMG

6/9

[Close Window](#)

P.S. 3582 - C

## Business Reply Postage

COST CENTER: Cost Center 49-2686-0631 FILLMORE, UT

DATE: 06/25/20

## Account Information

Account Number: 2564920

Permit: BR 200-001

Company: FOURTH DISTRICT COURT

Address: 765 S HIGHWAY 99  
FILLMORE, UT 84631

Where Issued: n/a

Comments:

PO of Mailing: Cost Center 49-2686-0631 FILLMORE, UT

Current Balance: \$426.87

Contact: MARKI ROWLEY

Phone Number: (435)743-6223

Finance Number: 49-2686

PO of Permit: Cost Center 49-2686-0631 FILLMORE, UT

BRM Invoice Type: Basic BRM

Opening Balance: \$429.67

Mailing Date: 06/25/2020

Final

TRANS# 202017708192290BM

## Letter Prices

Line Seq#	Description	Weight Not Over (Ounces)	Number of Pieces	Postage per Piece	Per Piece Handling Charge	Postage
A1	Postcards	0	0	0.350	0.850	0.000
A2	1 oz.	1	2	0.550	0.850	2.800
A3	2 oz.	2	0	0.700	0.850	0.000
A4	3 oz.	3	0	0.850	0.850	0.000
A5	3.5 oz.	3.5	0	1.000	0.850	0.000
A6	Nonmachinable Surcharge	3.5	0	0.150	0.000	0.000

Seq#	Description	Number of Pieces	Postage per Piece	Per Piece Handling Charge	Postage
A128	Postage Due	0	0.000	0.000	0.000
Total Postage: \$2.80					

Closing Balance: \$426.87

Customer Reference ID

The above amount has been deducted from your advance deposit account.

Clerk Initials: TMG

6/25

[Close Window](#)

P.S. 3582 - C

## Business Reply Postage

COST CENTER: Cost Center 49-2686-0631 FILLMORE, UT

DATE: 06/26/20

## Account Information

Account Number: 2564920

Permit: BR 200-001

Company: FOURTH DISTRICT COURT

Address: 765 S HIGHWAY 99  
FILLMORE, UT 84631

Where Issued: n/a

Comments:

PO of Mailing: Cost Center 49-2686-0631 FILLMORE, UT

Current Balance: \$425.47

Contact: MARKI ROWLEY

Phone Number: (435)743-6223

Finance Number: 49-2686

PO of Permit: Cost Center 49-2686-0631 FILLMORE, UT

BRM Invoice Type: Basic BRM

Opening Balance: \$426.87

Mailing Date: 06/26/2020

Final

TRANS# 202017808252156BM

## Letter Prices

Line Seq#	Description	Weight Not Over (Ounces)	Number of Pieces	Postage per Piece	Per Piece Handling Charge	Postage
A1	Postcards	0	0	0.350	0.850	0.000
A2	1 oz.	1	1	0.550	0.850	1.400
A3	2 oz.	2	0	0.700	0.850	0.000
A4	3 oz.	3	0	0.850	0.850	0.000
A5	3.5 oz.	3.5	0	1.000	0.850	0.000
A6	Nonmachinable Surcharge	3.5	0	0.150	0.000	0.000

Seq#	Description	Number of Pieces	Postage per Piece	Per Piece Handling Charge	Postage
A128	Postage Due	0	0.000	0.000	0.000
Total Postage					\$1.40

Closing Balance: \$425.47

Customer Reference ID

The above amount has been deducted from your advance deposit account.

Clerk Initials: TMG

7/19

[Close Window](#)

P.S. 3582 - C

## Business Reply Postage

COST CENTER: Cost Center 49-2686-0631 FILLMORE, UT

DATE: 06/29/20

## Account Information

Account Number: 2564920

Permit: BR 200-001

Company: FOURTH DISTRICT COURT

Address: 765 S HIGHWAY 99  
FILLMORE, UT 84631

Where Issued: n/a

## Comments:

PO of Mailing: Cost Center 49-2686-0631 FILLMORE, UT

Current Balance: \$421.27

Contact: MARKI ROWLEY

Phone Number: (435)743-6223

Finance Number: 49-2686

PO of Permit: Cost Center 49-2686-0631 FILLMORE, UT

BRM Invoice Type: Basic BRM

Opening Balance: \$425.47

Mailing Date: 06/29/2020						
						Final
TRANS# 202018109033311BM						
Letter Prices						
Line Seq#	Description	Weight Not Over (Ounces)	Number of Pieces	Postage per Piece	Per Piece Handling Charge	Postage
A1	Postcards	0	0	0.350	0.850	0.000
A2	1 oz.	1	3	0.550	0.850	4.200
A3	2 oz.	2	0	0.700	0.850	0.000
A4	3 oz.	3	0	0.850	0.850	0.000
A5	3.5 oz.	3.5	0	1.000	0.850	0.000
A6	Nonmachinable Surcharge	3.5	0	0.150	0.000	0.000

Seq#	Description	Number of Pieces	Postage per Piece	Per Piece Handling Charge	Postage
A128	Postage Due	0	0.000	0.000	0.000
Total Postage: \$4.20					

Closing Balance: \$421.27

Customer Reference ID

The above amount has been deducted from your advance deposit account.

Clerk Initials: TMG



[Close Window](#)

P.S. 3582 - C

## Business Reply Postage

COST CENTER: Cost Center 49-2686-0631 FILLMORE, UT

DATE: 06/30/20

## Account Information

Account Number: 2564920

Permit: BR 200-001

Company: FOURTH DISTRICT COURT

Address: 765 S HIGHWAY 99  
FILLMORE, UT 84631

Where Issued: n/a

Comments:

PO of Mailing: Cost Center 49-2686-0631 FILLMORE, UT

Current Balance: \$417.07

Contact: MARKI ROWLEY

Phone Number: (435)743-6223

Finance Number: 49-2686

PO of Permit: Cost Center 49-2686-0631 FILLMORE, UT

BRM Invoice Type: Basic BRM

Opening Balance: \$418.47

Mailing Date: 06/30/2020						
						Final
TRANS# 202018208215553BM						
Letter Prices						
Line Seq#	Description	Weight Not Over (Ounces)	Number of Pieces	Postage per Piece	Per Piece Handling Charge	Postage
A1	Postcards	0	0	0.350	0.850	0.000
A2	1 oz.	1	1	0.550	0.850	1.400
A3	2 oz.	2	0	0.700	0.850	0.000
A4	3 oz.	3	0	0.850	0.850	0.000
A5	3.5 oz.	3.5	0	1.000	0.850	0.000
A6	Nonmachinable Surcharge	3.5	0	0.150	0.000	0.000

Seq#	Description	Number of Pieces	Postage per Piece	Per Piece Handling Charge	Postage
A128	Postage Due	0	0.000	0.000	0.000
					Total Postage: \$1.40

Closing Balance: \$417.07

Customer Reference ID

The above amount has been deducted from your advance deposit account.

Clerk Initials: TMG

9/9