

Aitkin County Board of Commissioners  
Request for County Board Action/Agenda Item Cover Sheet



To: Chairperson, Aitkin County Board of Commissioners      Date: 1-31-12

Via: Patrick Wussow, County Administrator

From: Patrick Wussow, County Administrator

Title of Item:

Aitkin County Day at the Capitol

Requested Meeting Date: 2-7-12      Estimated Presentation Time: \_\_\_\_\_

Presenter: Patrick Wussow, County Administrator

**Type of Action Requested** (check all that apply)

- For info only, no action requested       Approve under Consent Agenda
- For discussion only with possible future action       Adopt Ordinance Revision
- Let/Award Bid or Quote (attach copy of basic bid/quote specs or summary of complex specs, each bid/quote received & bid/quote comparison)
- Approve/adopt proposal by motion       Approve/adopt proposal by resolution (attach draft resolution)
- Authorize filling vacant staff position
- Request to schedule public hearing or sale       Other (please list) \_\_\_\_\_
- Request by member of the public to be heard
- Item should be addressed in closed session under MN Statute \_\_\_\_\_

**Fiscal Impact** (check all that apply)

- Is this item in the current approved budget? Yes \_\_\_\_\_ No \_\_\_\_\_ (attach explanation)
- What type of expenditure is this?  Operating  Capital  Other (attach explanation)
- Revenue line account # that funds this item is: \_\_\_\_\_
- Expenditure line account # for this item is: \_\_\_\_\_

**Staffing Impact** (Any yes answer requires a review by Human Resources Manager before going to the board)

- Duties of a department employee(s) may be materially affected.  Yes  No
- Applicable job description(s) may require revision.  Yes  No
- Item may impact a bargaining unit agreement or county work policy.  Yes  No
- Item may change the department's authorized staffing level.  Yes  No



**Supporting Attachment(s)**

- Memorandum Summary of Item
- Copy of applicable county policy and/or ordinance (excerpts acceptable)
- Copy of applicable state/federal statute/regulation (excerpts acceptable)
- Copy of applicable contract and/or agreement
- Original bid spec or quote request (excluding complex construction projects)
- Bids/quotes received (excluding complex construction projects, provide comparison worksheet)
- Bid/quote comparison worksheet
- Draft County Board resolution
- Plat approval check-list and supporting documents
- Copy of previous minutes related to this issue
- Other supporting document(s) (please list) AMC Information

**Provide eleven (11) copies of supporting documentation NO LATER THAN Wednesday at Noon to make the Board's agenda for the following Tuesday. Items WILL NOT be placed on the Board agenda unless complete documentation is provided for mailing in the Board packets. (see reverse side for details)**

# AITKIN COUNTY ADMINISTRATION

**Aitkin County Courthouse**  
217 Second Street N.W. Room 130  
Aitkin, MN 56431  
218-927-7276  
Fax: 218-927-7374

**TO: Aitkin County Board of Commissioners**

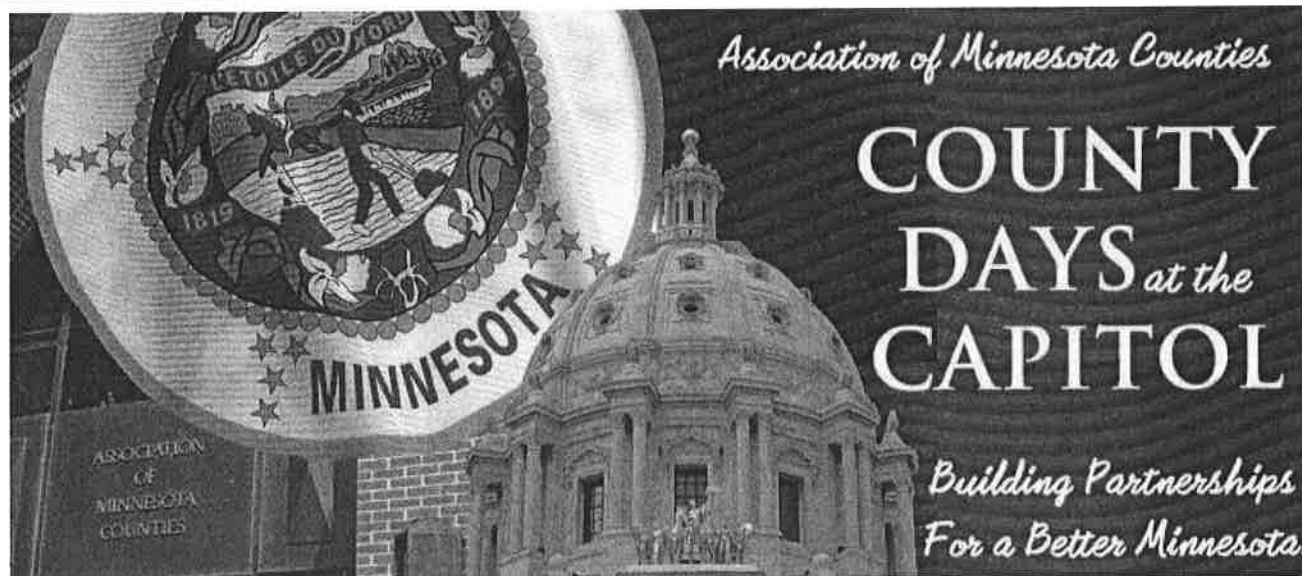
**FROM: Patrick Wussow, County Administrator**

**RE: Aitkin County Day at the Capitol**

**DATE: January 31, 2012**

Attached is a copy of information from the Association of MN Counties about County Days at the Capitol." Last year was the first time in several years AMC and Aitkin County held a "Day at the Capitol." In prior years they operated a joint day with Cities, Townships, and School Districts. I believe that AMC is continuing the "Day at the Capitol" because of the significant changes in our legislators.

With that in mind I would suggest that Board members consider whether or not they wish to hold another "Day at the Capitol" this year. Last year the Board designated February 23, 2011 as Aitkin County Day at the Capitol, and staff sent out a letter of invitation to cities, townships and schools.



## Come to St. Paul in 2012 and Make Important Connections!

The county message is best heard in person from those who work in county government every day and that's why we're encouraging all Minnesota counties schedule a visit to St. Paul for **County Days at the Capitol** during the 2012 legislative session.

**County Days at the Capitol** offer counties an opportunity to both discuss the most relevant current events at the Capitol with AMC staff, meet with state legislators to advocate on behalf of counties, and attend committee hearings.

It's always important for county officials and staff to forge relationships with their state legislators, but the magnitude of the state's budget challenges and the number of first-time legislators significantly increases the importance of establishing a direct connection with state legislators this year. Ultimately, when tough decisions need to be made during this legislative session, AMC would like every legislator to feel that their county is a trusted source of information and guidance, and **County Days at the Capitol** are one way in which those important relationships will be cultivated.

We encourage you to invite your entire county board, other elected officials, key staff and even other local government or community leaders from your area to join you!

It's also important to **make appointments with your legislators\*** ahead of time and we can help you with that when you schedule your visit.

### What happens the day of your visit?

- Plan to arrive at AMC early (we recommend either 8 or 9 a.m.) but we can be flexible with the arrival time.
- Relax with refreshments while AMC staff briefs you on county priorities and what is going on at the Legislature that day.
- Our staff will also give you a brief fact-sheet on legislative issues of county concern to take with you when your group walks over to the Capitol for the legislative visits and hearings.

### Pick a Date!

Please select any of the following dates. While there's no limit to how many counties can come in on any given date, we may contact you about switch dates if it becomes disproportionate.

- Wednesday, February 1
- Thursday, February 2
- Wednesday, February 8
- Thursday, February 9
- Wednesday, February 15
- Thursday, February 16
- Wednesday, February 22
- Thursday, February 23
- Wednesday, February 29
- Thursday, March 1

AMC JOINT LEGISLATIVE CONFERENCE, ST. PAUL  
MARCH 21-22

\*More dates will be added following the Legislative Conference.

### Sign Up Today!

Simply schedule your visit by emailing [Tasha](mailto:Tasha)

**We Look Forward to Seeing You in St. Paul!**

\*Please contact Tasha Truskolaski if you need assistance in contacting legislators for meeting appointments.

Truskolaski, Intergovernmental Services Assistant, or by calling 651-789-4321.

Please let us know the date you've selected for your visit and approximately how many people will be in your group.