

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



To: Chairperson, Aitkin County Board of Commissioners

Date: February 28, 2012

Via: Patrick Wussow, County Administrator

From: Kirk Peysar, County Auditor

Title of Item:

Redistricting Hearings

Requested Meeting Date: 3/6 Estimated Presentation Time: 5 mins

Presenter: Kirk Peysar

**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  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) \_\_\_\_\_

**Provide eleven (11) copies of supporting documentation NO LATER THAN Wednesday at 8:00am 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)**

**Kirk Peysar**  
**Aitkin County Auditor**  
209 Second Street Northwest Room 202  
Aitkin, Minnesota 56431  
218.927.7354

February 28, 2012

To: Board of Commissioners

From: Kirk Peysar, County Auditor 

RE: Set Public Hearings for Redistricting of Aitkin County Commissioner Districts

In order to meet the timelines for redistricting, I recommend these dates be set for that purpose:

1. Set April 10<sup>th</sup>, 2012 at \_\_\_\_\_ for the purpose of review and consideration of preliminary plans for redistricting of Aitkin County Commissioner Districts.
2. Set April 24<sup>th</sup>, 2012 at \_\_\_\_\_ for the purpose of redistricting Aitkin County Commissioner Districts.