

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



To: Chairperson, Aitkin County Board of Commissioners

Date: March 8, 2012

Via: Patrick Wussow, County Administrator

From: Terry Neff, Environmental Services Director

Title of Item:

Approve Donations

Requested Meeting Date: March 27, 2012 Estimated Presentation Time: Consent

Presenter: Terry Neff, Environmental Services Director

Type of Action Requested (check all that apply)

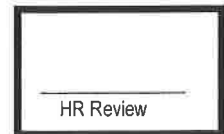
- For info only, no action requested
- Approve under Consent Agenda
- For discussion only with possible future action
- Adopt Ordinance Revision
- Let/Award Bid or Quote (attach copy of basic bid/quote specs or summary of complex specs, each bid/quote received & bid/quote comparison)
- Approve/adopt 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) List of Donors

Provide eleven (11) copies of supporting documentation NO LATER THAN Wednesday at 12:00 pm 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 Environmental Services Planning and Zoning

209 Second Street NW, Rm 100

Aitkin, MN 56431

Phone: 218-927-7342 Fax: 218-927-4372



MEMORANDUM

DATE: March 20, 2012

TO: Aitkin County Board of Commissioners

FROM: Terry Neff, Environmental Services Director

A handwritten signature in blue ink, appearing to be 'T. Neff', written in a cursive style.

RE: Donations

Enclosed is a list of businesses that have submitted donations in past years towards the annual Environmental Education Day for the Aitkin County sixth grade students. The event is held at the Long Lake Conservation Center in September. It has come to my attention that the Aitkin County Board of Commissioners must approve of all donations received for such an event. At the March 27, 2012, Aitkin County Board of Commissioners meeting, I will be asking for the Commissioners approval to accept donations received by the Environmental Services Department for annual Environmental Education Days.

If you have any questions prior to the meeting, please contact me at 218-927-7342 or by e-mail at tneff@co.aitkin.mn.us.

enclosure

c:\ctybrd\ctybrd2012

Business EED Donations

Company	Address1	City	State	2011 Donations	2010 Donation	2009 Donations	2008
Aitkin County Lakes and Rivers	c/o 130 Southgate Dr	Aitkin	MN	200.00			
Aitkin Eyecare Center	312 Minnesota Ave N	Aitkin	MN	40.00	40.00	40.00	
Aitkin Family Chiropractic	104 4th St NW	Aitkin	MN			25.00	
Aitkin Jaycees	PO Box 293	Aitkin	MN		150.00	150.00	50.00
Aitkin Lions	PO Box 214	Aitkin	MN				100.00
Aitkin Moose Lodge	22 Fourth St NE	Aitkin	MN	50.00	50.00	100.00	100.00
Big Sandy Lake Association	PO Box 8	McGregor	MN	300.00		500.00	500.00
Big Sandy Water Shed	130 Southgate Dr	Aitkin	MN			150.00	
Bremer Bank	101 Minnesota Ave N	Aitkin	MN	200.00	200.00		50.00
Cedar Lake Conservancy	PO Box 152	Aitkin	MN	50.00			
Cummings Oil Inc	42430 State Hwy 210	Aitkin	MN		50.00		
Deerwood Builders, Inc.	PO Box 487	Deerwood	MN		50.00	50.00	
Friends of Rice Lake Refuge	36289 State Hwy 65	McGregor	MN	100.00	100.00	100.00	
Long Lake Assoc. (Glen)	32070 315th Pl	Aitkin	MN	50.00			
McGregor Lions Club	41442 State Hwy 65	McGregor	MN	500.00	500.00	500.00	500.00
Mille Lacs Energy Cooperative	36559 US Hwy 169	Aitkin	MN	50.00	50.00	50.00	50.00
Minnewawa Sportsmans Club	20322 Goshawk St	McGregor	MN	100.00	100.00		
MN Deerhunters Assoc	42363 250th Ln	Aitkin	MN				500.00
Moose Willow Sportsmans Club	PO Box 206	Hill City	MN	200.00	200.00	200.00	
Paulbeck's County Market	171 Red Oak Drive	Aitkin	MN				250.00
Riverwood Healthcare Center	200 Bunker Hill Dr	Aitkin	MN	150.00	150.00	150.00	250.00
State Farm Insurance	12 1st St NW	Aitkin	MN			50.00	100.00
The Office Shop	211 Minnesota Ave N	Aitkin	MN	25.00	25.00	25.00	25.00
Wealthwood Rod & Gun Club	23573 420th Pl	Aitkin	MN	50.00		50.00	

\$2065.00 \$1665.00 \$2140.00 \$2475.00