

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



To: Chairperson, Aitkin County Board of Commissioners

Date: 4/25/12

Via: Patrick Wussow, County Administrator

From: LAND DEPT

Title of Item:

PARK COMMISSION APPLICATION - DIST 4

Requested Meeting Date: 4/10 Estimated Presentation Time: 11/2

Presenter: MARK JAWBS

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) QUALIFIED APPLICANT - RECOMMENDATION APPOINTMENT

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)

MAR 30 2012

MINNESOTA OPEN APPOINTMENT ACT APPLICATION FOR SERVICE ON COUNTY/STATE AGENCY

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

Aitkin County Park Commission

AITKIN COUNTY COMMISSIONER DISTRICT 4

Minnesota Statutes 15.0597, state that the application shall include a "statement that the nominee satisfies any legally prescribed qualifications and any other information the nominating person feels be helpful to the appointing authority." (May include employment, community service experience, or education that would be pertinent to this appointment)

BS - Journalism University of Wisconsin - River Falls

I, the undersigned, hereby state that I satisfy, to the best of my knowledge, all legally prescribed qualifications for the position sought.

Timothy E. Warnest
Signature of Applicant

03/30/2012
Date

If applicant is being nominated by another person or group, the above signature indicates consent to nomination.

Is this application submitted by appointing authority? Yes _____ No

Is this application submitted at the suggestion of appointing authority? Yes _____ No

**Please return application to the Aitkin County Administrator's office, located at
217 2nd Street NW - Room 130, Aitkin, MN 66431**

NAME OF APPLICANT: Timothy E. Warnest

STREET ADDRESS OF APPLICANT: _____ PHONE NUMBERS: _____
_____ DAYS: _____
_____ EVENINGS: _____

For Office Use Only

Date Appointed _____ Date of Term Expiration _____ Term #: _____

NEWS RELEASE

AITKIN COUNTY HAS OPENINGS ON THE FOLLOWING COMMITTEE:

Aitkin County will be accepting applications until Noon on Friday, March 30, 2012 for citizen representation on the following committee:

Aitkin County Park Commission –4-year term

District 4

Cities – McGregor & Tamarack

Townships – Clark, Fleming, Haugen, Jevne, McGregor, Morrison, Shamrock, & Workman

The Aitkin County Park Commission is seeking a representative from **District 4**. The committee reviews annual park fund expenditure budgets, reviews work plans for projects on designated County park lands, reviews and approves annual budget for the Long Lake Conservation Center (LLCC), oversees operation of LLCC, reviews classification of County park land, advises and directs the County Land Department regarding the management of County park lands, advises the County Land Department and County Board regarding recreation use on tax forfeited land.

This 4-year term will expire on December 31, 2015.

The Aitkin County Board of Commissioners will make the committee selections from submitted applications at the April 10, 2012 County Board meeting. All applicants will receive notification by mail whether or not they have been selected. For more information please contact Patrick Wussow, Aitkin County Administrator, at 218-927-7276.

Please contact Sue Bingham at 218-927-7276 for any questions concerning this news release that you will not bill to the County. Thank you.

Please run this news release in two issues