

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



To: Chairperson, Aitkin County Board of Commissioners Date: April 17, 2012

Via: Patrick Wussow, County Administrator

From: Kirk Peysar, County Auditor

Title of Item:

Set date for hearing-un-named water course section 24 Shamrock Township

Requested Meeting Date: 4/24 Estimated Presentation Time: 5 mins

Presenter: Kirk Peysar

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

- For info only, no action requested
- For discussion only with possible future action
- 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
- Authorize filling vacant staff position
- Request to schedule public hearing or sale
- Request by member of the public to be heard
- Item should be addressed in closed session under MN Statute
- Approve under Consent Agenda
- Adopt Ordinance Revision
- Approve/adopt proposal by resolution (attach draft resolution)
- Other (please list) \_\_\_\_\_

**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

April 17, 2012

To: Board of Commissioners

From: Kirk Peysar, County Auditor 

Re: Petitions (2) to request to name an un-named water course  
1. Section 24 Shamrock Township  
2. Sections 18 & 19 Haugen Township

A petition to name a stream located in section 24 of Shamrock Township has been received. A second petition to name a stream in sections 18 and 19 of Haugen Township was also received.

Public hearings for these two requests are proposed to be set for June 5<sup>th</sup>, 2012 at 10:00am and 10:15am respectfully.



- 21 Russell E. Thompson Shamrock Twp ✓
- 22 Capt G C Johnson City of Danvers ✓
- 23 Jim ~~Smith~~ " " — 0
- 24 Dianne Knobel Haugen Twp ✓
- 25 Judy Haapija Clark ✓
- 26. Walt Ford Shamrock Twp ✓
- 27 Gary Bunge (Bunge) Shamrock Twp ✓
- 28 <sup>(Burtop)</sup> Anita Anderson Balsam Twp ✓
- 29 Scott Bestie Teutne ✓
- 30 Home Care TAMARACK ✓
- 31 Don <sup>Daniel</sup> <sup>Guida</sup> Paul <sup>Guida</sup> Balsam Twp ✓
- 32 Franklin Turnock galo TWP ✓
- 33 Jeroni <sup>Pawlek</sup> Pawlek Shamrock ✓
- 34. Al Rinta Round Lake Haugen township ✓
- 35. Emma Q. Rinta Haugen ✓
- 36 Nancy Kajalahti Shamrock ✓
- 37. Lemus <sup>Bernis</sup> <sup>Geving</sup> Hauvin City of Jim Neeson ✓