

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



To: Chairperson, Aitkin County Board of Commissioners Date: May 8, 2012

Via: Patrick Wussow, County Administrator

From: Kirk Peysar, Auditor

Title of Item:

Donations to STS

Requested Meeting Date: 5/22/2012 Estimated Presentation Time: Consent

Presenter: _____

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) Donations – MUST be presented to the Board

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: 01-253-0000-0000-5872
- 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)

- Copy of Deposit Receipt of the same
- 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 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)

Type choices, press Enter.

Receipt date/Batch . . . 1/20/2012 MMDDYYYY 1 Receipt status Y
 Receipt number 1913 Bank
 Person/Dept receipting . SMH AUD
 Received from AITKIN CO. SHERIFF'S OFFICE Check# . . . 8171
 Address
 Total amount 531.67 Misc
 Additional info 3 OF 3 (\$5645.93) WEEK ENDING 01-20-12

Account number	Account description OR to enter a formula: *F <formula name>	Amount	Acr Cd	Tx Cd	Rp Cd
1 252 252 5871	Tw Vending Prisoner Welfare(No	323.68			
1 253 5872	STS/RICELAND CHP DEER ASSOC	150.00			
1 252 5861	Medical Co Pay From Inmates	37.99			
1 252 252 5870	Prisoner Welfare Account(Non T	20.00			
		.00			
		.00			
		.00			

More...

F3=Exit F7=Notes F9=Reprint F12=Cancel