

ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS June 26, 2012 – BOARD AGENDA

- 10:45 1) J. Mark Wedel, County Board Chairperson**
A) Call to Order
B) Pledge of Allegiance
C) Board of Commissioners Meeting Procedure
D) Approval of Agenda
E) Citizens' Public Comment*
- 2) Consent Agenda**
A) Correspondence File June 12, 2012 – June 25, 2012
B) Approve 6/12/12 County Board Minutes
C) Approve 6/12/12 County Board of Appeal and Equalization Minutes
D) Approve Auditor Warrants – May Sales and Use Tax
E) Approve Auditor Warrants – May/June Tax Settlements
F) Approve VHF Interoperable Frequency Use Agreement Between the State of MN and Aitkin County
G) Approve Resolution - Set Date for Tax-Forfeited Land Sale
- 10:50 3) Kirk Peysar, Aitkin County Fair Secretary/Treasurer**
A) 2012 Aitkin County Fair
- 11:05 4) Penny Harms, Veterans Service Officer**
A) Veterans Service Office Report
- 11:20 5) Board Discussion**
Mark Wedel – CMCC
Laurie Westerlund –P&Z, Mille Lacs Watershed, AMC District Meeting, Extension, HRA
Don Niemi - ARDC
Brian Napstad – AMC District Meeting, Big Sandy Lake Update
Anne Marcotte – AMC District Meeting, MN House Tax Tour Meeting
- Noon Adjourn**

* Comments from visitors must be informational in nature and not exceed five (5) minutes per person. The County Board cannot engage in a discussion or debate in those five minutes but will take the information and find answers if that is appropriate. As part of the County Board protocol, it is unacceptable for any speaker to slander or engage in character assassination at a public Board meeting.

**** Please note: all times, except public advertised hearings, are approximate and subject to change without notice.**

AITKIN COUNTY BOARD

June 12, 2012

The Aitkin County Board of Commissioners met this 12th day of June, 2012 at 2:02 p.m. with the following members present: Chairperson J. Mark Wedel, Commissioners Laurie Westerlund, Don Niemi, Brian Napstad, Anne Marcotte, County Administrator Patrick Wussow, and Administrative Assistant Sue Bingham.

Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to approve the June 12, 2012 agenda.

Motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members voting yes to approve the Consent Agenda as follows: A) Correspondence File: June 5, 2012 – June 11, 2012; B) Approve County Board Minutes: June 1, 2012 Emergency Mtg; C) Approve County Board Minutes: June 5, 2012; D) Approve Auditor Warrants – Real Estate Tax Overpays: Taxes Penalties \$7,814.00 E) Approve May Manual Warrants: General Fund \$39,088.11, Road & Bridge \$86,406.08, Health & Human Services \$1,770.04, State \$1,481,691.43, Trust \$2,191.49, Forest Development \$25,557.71, Taxes & Penalties \$7,575.00, Long Lake Conservation Center \$922.85 for a total of \$1,645,202.71; F) Approve Temporary 3.2 Malt Liquor License – Sherwood Forest; G) Approve Temporary 3.2 Malt Liquor License – Aitkin Fire Department Relief Association; H) Approve Resolution – Park and Trail Legacy Funding; I) Approve Resolution – Form LG214 of Northern lakes Lightning Hockey; J) Approve 3.2 Malt Liquor License – Glen Store & Grill; K) Approve License to Sell Tobacco Products – Glen Store & Grill; L) Approve Resolution – On Sale Wine License – Glen Store & Grill; M) Approve Resolution – Liquor Licenses – Glen Store & Grill

Under the consent agenda, motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members voting yes to approve the following Temporary **3.2 Malt Liquor License** for a period from May 1, 2012 through April 30, 2013:

On Sale:

Sherwood-Forest Owner's Ass'n., Inc., d/b/a **Sherwood Forest** – Hazelton Township

Under the consent agenda, motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members voting yes to approve the following Temporary On Sale **3.2 Malt Liquor License** for July 11 through July 14, 2012 (July 11, 12, 13, & 14, 2012):

On Sale:

Aitkin Fire Department, d/b/a **Aitkin Fire Department Relief Association** – Aitkin Township

Under the consent agenda, motion for a resolution by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members voting yes to approve resolution – Parks and Trails Legacy Funding:

WHEREAS, the state Parks and Trails Legacy plan calls for a statewide system of parks

CALL TO ORDER

**APPROVED
AGENDA**

**CONSENT
AGENDA**

**SHERWOOD
FOREST 3.2
MALT LIQUOR
LICENSE**

**AITKIN FIRE
DEPT RELIEF
ASSOCIATION
3.2 MALT
LIQUOR LICENSE**

**RESOLUTION
061212-056**

and trails, and

WHEREAS, Greater MN Regional Parks and Trails have been underfunded for decades when compared to investments in the metro park system over that same time period, and

WHEREAS, the public expressed overwhelming support at 17 state-sponsored public meetings for the highest quality statewide regional projects possible as a preferred outcome of the 25 year plan, and

WHEREAS, the first round of park and trail legacy funding in 2009 was unfair to Greater Minnesota - with 43% of the funding dedicated to metro park needs, 43% dedicated to DNR park and trail needs and projects, while leaving only 14% funding for a statewide grants program which included Metro Parks. Of that 14%, 20% of those funds were given to the Metro Park Area , and

WHEREAS, the second round of park and trail legacy funding in 2011, produced better but still lopsided results with Greater Minnesota receiving 20% in dedicated legacy funding, while metro parks received 42% and DNR received 38%, and

WHEREAS, a 2011 inventory of Greater Minnesota park and trail needs resulted in \$76 million in projects, and over \$33 million in grant request - or more than four times the amount of the 2011 legacy grants awarded to Greater Minnesota, and

WHEREAS, Greater Minnesota pre-legacy park and trail funding was spotty and scarce, and

WHEREAS, the Legacy Act has resulted in Greater Minnesota being charged by both the public and the state plan to build the highest quality statewide regional projects possible.

THEREFORE BE IT RESOLVED, that Aitkin County believes Greater Minnesota should receive adequate funding to carry out the state plan and the public sentiment for high quality projects, and

Aitkin County believes the current Park and Trail Legacy splits of 43% metro, 37% DNR and 20% to Greater Minnesota are inherently unfair to Greater Minnesota and not enough to carry out the state plan or meet public expectations, and

Aitkin County believes the legacy funding splits at 43% metro, 37% DNR and 20% for the remaining 80 non-metro counties is not fair and will not provide the funding to allow Greater Minnesota to succeed in carrying out expectations of either the public or the state plan, and

Aitkin County believes the Greater Minnesota percentage of Legacy funding should increase to a level more equal to those of the metro area and DNR.

Under the consent agenda, motion for a resolution by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members voting yes to approve resolution – Form LG214 of Northern Lakes Lightning Hockey:

BE IT RESOLVED, the Aitkin County Board of Commissioners agree to approve the

PARKS & TRAILS LEGACY FUNDING

**RESOLUTION
061212-057
FORM LG214 OF
NORTHERN
LAKES**

AITKIN COUNTY BOARD

June 12, 2012

following Premises Permit Application - Form LG214, of the Northern Lakes Lightning Hockey, at Players Sports Bar & Grill – Hazelton Township. This establishment has an address of 26835 US Hwy 169, Aitkin, MN 56431

**LIGHTNING
HOCKEY**

Under the consent agenda, motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members voting yes to approve the following **3.2 Malt Liquor License** for a period ending **April 30, 2013**:

**3.2 MALT
LIQUOR LICENSE
GLEN STORE &
GRILL**

On Sale:

Grill of Glen Inc., d/b/a **The Glen Store & Grill Inc.** – Malmo Township

Under the consent agenda, motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members voting yes to approve the following **Application for License to Sell Tobacco Products** for the period ending March 31, 2013:

**LICENSE TO
SELL TOBACCO
GLEN STORE &
GRILL**

- #12 Grill of Glen Inc., d/b/a **The Glen Store & Grill Inc.** – Malmo Township

Under the consent agenda, motion for a resolution by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members voting yes to approve resolution – On Sale Wine License – Glen Store & Grill:

BE IT RESOLVED, The Aitkin County Board of Commissioners agree to approve the following On-Sale Wine license for a period ending December 31, 2012:

Grill of Glen Inc., d/b/a **The Glen Store & Grill Inc.** – Malmo Township

**RESOLUTION
061212-058
ON SALE WINE
LICENSE – GLEN
STORE & GRILL**

This establishment has an address of 31993 280th St., Aitkin, MN 56431

Under the consent agenda, motion for a resolution by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members voting yes to approve resolution – Liquor License – Glen Store & Grill:

BE IT RESOLVED, The Aitkin County Board of Commissioners agrees to approve the following liquor license for a period ending December 31, 2012:

**RESOLUTION
061212-059
LIQUOR LICENSE
GLEN STORE &
GRILL**

“OFF” Sale:

North Liquor Inc., d/b/a **The Glen Store & Grill Inc.** – Malmo Township

This establishment has an address of 31993 280th St., Aitkin, MN 56431

Carroll and Joy Janzen of the Aitkin Area Persian Gulf Support Group discussed the upcoming dedication of the Aitkin Area All Veterans Memorial scheduled for July 1, 2012 from 1:30 p.m. to 3:30 p.m. on the front lawn of the Aitkin County Courthouse.

**AITKIN AREA ALL
VETERANS
MEMORIAL
DEDICATION**

AITKIN COUNTY BOARD

June 12, 2012

Kirk Peysar, Auditor reviewed the cash balance and levy report with the Board.

**CASH BALANCE
AND LEVY
REPORT**

During the meeting the Board discussed: i) ATV Grand Opening, ii) Park Board, iii) LLCC Mgmt Team, iv) McGregor Airport, v) MHB Subcommittee, vi) Library

**BOARD
DISCUSSION**

Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to adjourn the meeting at 3:46 p.m. until Tuesday, June 26, 2012 at 10:00 p.m.

ADJOURN

J. Mark Wedel, Chairperson
Aitkin County Board of Commissioners

Patrick Wussow, County Administrator

BOARD OF APPEAL AND EQUALIZATION
JUNE 12, 2012
OFFICE OF COUNTY AUDITOR

The Aitkin County Board of Commissioners met this 12th day of June, 2012 at 4:05 p.m. with Auditor Kirk Peysar, County Assessor Mike Dangers, County Commissioners J. Mark Wedel, Laurie Westerlund, Don Niemi, Brian Napstad, Anne Marcotte, County Administrator Patrick Wussow and Administrative Assistant Sue Bingham.

Staff present – Karen Ladd, Tom Burman, Jim Hicks, Darcy Moore, Lori Tibbetts, Stacy Westerlund, and Rebecca Trapp

Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all voting yes to approve the BAE agenda.

Introduction and General Review of 2012 Assessment

The following persons appeared, wrote letters, or telephoned regarding appeal and equalization of property:

William (Bill) Kangas

Numerous

Information presented: Would like the gun range noise valuation circle reconsidered. Feels there are no sales to prove a reduction is necessary.

Action: Motion by Commissioner Niemi, seconded by Commissioner Napstad and carried. All voted no change.

Denny Solsvig representing Denny's Lakeview Inn, LLC

09-1-101101

Information presented: Believes taxes are too high.

Action: Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried. All voted no change.

Theodore and Patricia Skaff

16-0-044901

Information presented: Owner purchased property for less than what was valued, so wishes to have his property valued at what he paid for it.

Action: Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried. All voted no change.

Charles Hawkinson

08-0-025900

Information presented: Feels valuation is too high, and property should qualify for class 2e and Aggregate Resource Preservation Program.

Action: Motion by Commissioner Niemi, seconded by Commissioner Napstad to reduce 2012 assessed value to \$25,000.00. Roll call vote. Motion carried (4-2 Marcotte/Westerlund)

Charles Hawkinson – Gun Lake Sand & Gravel

08-0-023001, 08-0-024200, 08-0-024300,
08-0-025800, 08-0-025901, 08-0-025902,
08-1-064600

Appeal was withdrawn.

Linda Farah

22-0-046002

Information presented: Concerned because after purchasing land from neighbor, the per acre value increased.

Action: Motion by Commissioner Marcotte, seconded by Commissioner Niemi to reduce 2012 assessed value to \$24,600.00. Roll call vote. All voted yes.

Keith Nentl

56-1-012600

Information presented: Valuation of parcel is too high.

Action: Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried. All voted yes to reduce land value to \$55,000.00 and building value to \$100.00 for a total 2012 assessed value of \$55,100.00.

Dennis Kohlgraf

30-0-012800

Information presented: Valuation too high due to gun range noise.

Action: Motion by Commissioner Napstad, seconded by Commissioner Westerlund to reduce 2012 assessed value to \$108,166.00. Roll call vote. Motion carried (5-1 Marcotte).

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to reassess all residential homestead residences in Aitkin County within ¼ mile of gun range for 2012 assessed values.

Clifford Grulke

53-0-019402

Information presented: Valuation is too high.

Action: Motion by Commissioner Westerlund, seconded by Commissioner Marcotte and carried. All voted yes to correct land typing which results in a \$500 reduction of Estimated Market Value for a final Estimated Market Value of \$40,300.00 as recommended by the County Assessor.

Martin Wellens

41-0-059201

Information presented: Feels value too high.

Action: Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried. All voted no change.

Christopher Worms

39-0-060900

Information presented: Feels value too high.

Action: Motion by Commissioner Niemi, seconded by Commissioner Napstad and carried. All voted no change.

Dennis Tennison

06-0-006200

Information presented: Wants an appropriate amount of acreage deducted for Loon Avenue (CR #65) right of way.

Action: Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried. All voted to change acreage deduction for row from 2 ac to 3 ac, giving a total estimated market value reduction of \$400.00, to \$228,500.00 as recommended by the County Assessor.

Cliff & Michelle Nelson

02-0-051302

Information presented: Requesting agricultural homestead classification be reinstated.

Action: Motion by Commissioner Niemi, seconded by Commissioner Westerlund and carried. All voted to classify as agricultural homestead as recommended by the County Assessor.

Robert & Marilyn Feero

56-1-134100

Information presented: Concerned Estimated Market Value too low.

Action: Motion by Commissioner Westerlund, seconded by Commissioner Marcotte and carried. All voted to increase Estimated Market Value to \$122,800.00 as recommended by the County Assessor.

Steve Slette

09-0-051402

Information presented: Glen Township Local Board of Appeal and Equalization increased number of gravel pit acres from 1 to 7.

Action: Motion by Commissioner Niemi, seconded by Commissioner Marcotte and carried. All voted to reduce gravel pit acres to 2 acres for the 2012 assessment as recommended by the County Assessor.

Patricia Peters

11-0-064410

Information presented: Valuation too high.

Action: Motion by Commissioner Niemi, seconded by Commissioner Napstad and carried. All voted no change as recommended by the County Assessor.

Motion by Commissioner Niemi, seconded by Commissioner Napstad and carried, all members voting yes to adjourn the meeting at 8:15 p.m.

J. Mark Wedel, Chairperson
Aitkin County Board of Commissioners

ATTEST:

Kirk Peysar
Aitkin County Auditor

SEAL

DKB1
6/13/12 1:58PM

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 1

Print List in Order By: 2
1 - Fund (Page Break by Fund)
2 - Department (Totals by Dept)
3 - Vendor Number
4 - Vendor Name

Auditor Warrants
May Sales & Use Tax

Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

Type of Audit List: D
D - Detailed Audit List
S - Condensed Audit List

Save Report Options?: N

June 26, 2012
County Board
Meeting

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1
6/13/12 1:58PM
1 General Fund

Vendor	Name		Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
40	DEPT			Auditor		
89991	Bremer Bank					
	01-040-000-0000-5517		0.19	Receipt Nbr 951 05/03/2012		Fees For Services
	01-040-000-0000-5517		0.19	Receipt Nbr 953 05/18/2012		Fees For Services
	01-040-000-0000-5517		1.09	Receipt Nbr 954 05/21/2012		Fees For Services
	01-040-000-0000-5517		0.19	Receipt Nbr 956 05/23/2012		Fees For Services
	01-040-000-0000-5840		0.58	Receipt Nbr 950 05/03/2012		Misc Receipts
	01-040-000-0000-5840		0.16	Receipt Nbr 952 05/04/2012		Misc Receipts
	01-040-021-0000-5840		4.05	Receipt Nbr 750 05/14/2012		Misc Receipts
	01-040-021-0000-5840		0.45	Receipt Nbr 751 05/14/2012		Misc Receipts
	01-040-021-0000-5840		1.61	Receipt Nbr 754 05/30/2012		Misc Receipts
89991	Bremer Bank		8.51	9 Transactions		
40	DEPT Total:		8.51	Auditor	1 Vendors	9 Transactions
42	DEPT			Treasurer		
89991	Bremer Bank					
	01-042-000-0000-5840		0.32	Receipt Nbr 2653 05/01/2012		Misc Receipts
	01-042-000-0000-5840		0.08	Receipt Nbr 2655 05/03/2012		Misc Receipts
	01-042-000-0000-5840		0.13	Receipt Nbr 2655 05/03/2012		Misc Receipts
	01-042-000-0000-5840		0.06	Receipt Nbr 2655 05/03/2012		Misc Receipts
	01-042-000-0000-5840		0.39	Receipt Nbr 2655 05/03/2012		Misc Receipts
	01-042-000-0000-5840		0.26	Receipt Nbr 2655 05/03/2012		Misc Receipts
	01-042-000-0000-5840		0.13	Receipt Nbr 2660 05/04/2012		Misc Receipts
	01-042-000-0000-5840		0.26	Receipt Nbr 2663 05/07/2012		Misc Receipts
	01-042-000-0000-5840		0.26	Receipt Nbr 2667 05/09/2012		Misc Receipts
	01-042-000-0000-5840		0.06	Receipt Nbr 2668 05/09/2012		Misc Receipts
	01-042-000-0000-5840		0.13	Receipt Nbr 2669 05/11/2012		Misc Receipts
	01-042-000-0000-5840		0.13	Receipt Nbr 2669 05/11/2012		Misc Receipts
	01-042-000-0000-5840		0.39	Receipt Nbr 2672 05/11/2012		Misc Receipts
	01-042-000-0000-5840		0.13	Receipt Nbr 2672 05/11/2012		Misc Receipts
	01-042-000-0000-5840		0.13	Receipt Nbr 2673 05/14/2012		Misc Receipts
	01-042-000-0000-5840		0.58	Receipt Nbr 2674 05/15/2012		Misc Receipts
	01-042-000-0000-5840		0.13	Receipt Nbr 2676 05/15/2012		Misc Receipts
	01-042-000-0000-5840		0.13	Receipt Nbr 2676 05/15/2012		Misc Receipts
	01-042-000-0000-5840		0.58	Receipt Nbr 2677 05/16/2012		Misc Receipts
	01-042-000-0000-5840		0.45	Receipt Nbr 2677 05/16/2012		Misc Receipts
	01-042-000-0000-5840		0.06	Receipt Nbr 2684 05/23/2012		Misc Receipts
	01-042-000-0000-5840		0.14	Receipt Nbr 2692 05/30/2012		Misc Receipts

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
89991 Bremer Bank		Receipt Nbr 2695 05/31/2012		Misc Receipts
		23 Transactions		
42 DEPT Total:	4.99	Treasurer	1 Vendors	23 Transactions
43 DEPT		Assessor		
89991 Bremer Bank		Receipt Nbr 684 05/18/2012		Misc Receipts
	66.02	Receipt Nbr 685 05/18/2012		Misc Receipts
	0.39	Receipt Nbr 685 05/18/2012		Misc Receipts
89991 Bremer Bank	68.02	3 Transactions		
43 DEPT Total:	68.02	Assessor	1 Vendors	3 Transactions
44 DEPT		Central Services		
89991 Bremer Bank		Receipt Nbr 656 05/01/2012		Misc Receipts
	0.43	Receipt Nbr 658 05/16/2012		Misc Receipts
89991 Bremer Bank	0.44	2 Transactions		
44 DEPT Total:	0.44	Central Services	1 Vendors	2 Transactions
49 DEPT		Information Technologies		
89991 Bremer Bank		Receipt Nbr 528 05/03/2012		Label & Listing Sales
	1.72	Receipt Nbr 529 05/10/2012		Label & Listing Sales
	1.72	Receipt Nbr 530 05/16/2012		Label & Listing Sales
	3.44	Receipt Nbr 531 05/18/2012		Label & Listing Sales
89991 Bremer Bank	8.60	4 Transactions		
49 DEPT Total:	8.60	Information Technologies	1 Vendors	4 Transactions
90 DEPT		Attorney		
89991 Bremer Bank		Receipt Nbr 1084 05/08/2012		Misc Receipts
	1.29	Receipt Nbr 1085 05/08/2012		Misc Receipts
	1.29	Receipt Nbr 1086 05/08/2012		Misc Receipts
	0.64	Receipt Nbr 1089 05/11/2012		Misc Receipts
	0.64			

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Vendor Name	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
No. <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>On Behalf of Name</u>
			<u>Paid On Bhf #</u>	
89991 Bremer Bank		0.64	Receipt Nbr 1093 05/23/2012	Misc Receipts
		4.50	5 Transactions	
90 DEPT Total:		4.50	Attorney	1 Vendors 5 Transactions
100 DEPT			Recorder	
89991 Bremer Bank				
01-100-000-0000-6311		118.57	May sales tax from copies	Sales Tax
01-100-000-0000-6312		0.43	May sales tax adjustment	Sales Tax Adjustment
89991 Bremer Bank		119.00	2 Transactions	
100 DEPT Total:		119.00	Recorder	1 Vendors 2 Transactions
122 DEPT			Planning & Zoning	
89991 Bremer Bank				
01-122-000-0000-5840		0.64	Receipt Nbr 1033 05/25/2012	Misc Receipts
89991 Bremer Bank		0.64	1 Transactions	
122 DEPT Total:		0.64	Planning & Zoning	1 Vendors 1 Transactions
200 DEPT			Enforcement	
89991 Bremer Bank				
01-200-000-0000-6231		6.44	Warr Nbr 40279 05/25/2012	Services & Labor (Incl Contracts)
01-200-000-0000-6405		11.07	Warr Nbr 40241 05/25/2012	Office Supplies
01-200-000-0000-6610		28.19	Warr Nbr 40203 05/25/2012	Equipment & Radios
89991 Bremer Bank		45.70	3 Transactions	
200 DEPT Total:		45.70	Enforcement	1 Vendors 3 Transactions
252 DEPT			Corrections	
89991 Bremer Bank				
01-252-000-0000-5840		0.96	Receipt Nbr 1987 05/18/2012	Misc Receipts
01-252-000-0000-6424		1.07	Warr Nbr 40290 05/25/2012	Inmate Supplies
01-252-252-0000-5872		34.74	Receipt Nbr 1979 05/04/2012	Phone Card Prisoner Welfare(Taxable)
01-252-252-0000-5872		55.96	Receipt Nbr 1988 05/18/2012	Phone Card Prisoner Welfare(Taxable)
01-252-252-0000-5885		12.66	Receipt Nbr 1979 05/04/2012	Commissary Sales Taxable
01-252-252-0000-5885		13.11	Receipt Nbr 1988 05/18/2012	Commissary Sales Taxable

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1
6/13/12 1:58PM
1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
89991 Bremer Bank		Amount	6 Transactions	
118.50				
252 DEPT Total:		118.50	Corrections	1 Vendors 6 Transactions
520 DEPT			Parks	
89991 Bremer Bank				
01- 520- 000- 0000- 5510		5.79	Receipt Nbr 879 05/04/2012	Co Parks Campground Fees
01- 520- 000- 0000- 5510		1.54	Receipt Nbr 879 05/04/2012	Co Parks Campground Fees
01- 520- 000- 0000- 5510		3.09	Receipt Nbr 879 05/04/2012	Co Parks Campground Fees
01- 520- 000- 0000- 5510		2.32	Receipt Nbr 880 05/09/2012	Co Parks Campground Fees
01- 520- 000- 0000- 5510		3.86	Receipt Nbr 881 05/15/2012	Co Parks Campground Fees
01- 520- 000- 0000- 5510		3.09	Receipt Nbr 881 05/15/2012	Co Parks Campground Fees
01- 520- 000- 0000- 5510		1.54	Receipt Nbr 882 05/15/2012	Co Parks Campground Fees
01- 520- 000- 0000- 5510		5.40	Receipt Nbr 883 05/17/2012	Co Parks Campground Fees
01- 520- 000- 0000- 5510		7.72	Receipt Nbr 883 05/17/2012	Co Parks Campground Fees
01- 520- 000- 0000- 5510		0.64	Receipt Nbr 883 05/17/2012	Co Parks Campground Fees
01- 520- 000- 0000- 5510		8.68	Receipt Nbr 883 05/17/2012	Co Parks Campground Fees
01- 520- 000- 0000- 5510		1.93	Receipt Nbr 884 05/18/2012	Co Parks Campground Fees
01- 520- 000- 0000- 5510		3.09	Receipt Nbr 885 05/22/2012	Co Parks Campground Fees
01- 520- 000- 0000- 5510		2.32	Receipt Nbr 886 05/22/2012	Co Parks Campground Fees
01- 520- 000- 0000- 5510		3.86	Receipt Nbr 887 05/22/2012	Co Parks Campground Fees
01- 520- 000- 0000- 5510		4.63	Receipt Nbr 887 05/22/2012	Co Parks Campground Fees
01- 520- 000- 0000- 5510		4.05	Receipt Nbr 887 05/22/2012	Co Parks Campground Fees
01- 520- 000- 0000- 5510		3.09	Receipt Nbr 888 05/23/2012	Co Parks Campground Fees
01- 520- 000- 0000- 5510		4.82	Receipt Nbr 888 05/23/2012	Co Parks Campground Fees
01- 520- 000- 0000- 5510		6.18	Receipt Nbr 888 05/23/2012	Co Parks Campground Fees
01- 520- 000- 0000- 5510		1.93	Receipt Nbr 889 05/23/2012	Co Parks Campground Fees
01- 520- 000- 0000- 5510		3.09	Receipt Nbr 890 05/24/2012	Co Parks Campground Fees
01- 520- 000- 0000- 5510		1.54	Receipt Nbr 891 05/29/2012	Co Parks Campground Fees
01- 520- 000- 0000- 5510		1.93	Receipt Nbr 892 05/29/2012	Co Parks Campground Fees
01- 520- 000- 0000- 5510		3.86	Receipt Nbr 892 05/29/2012	Co Parks Campground Fees
01- 520- 000- 0000- 5510		0.32	Receipt Nbr 892 05/29/2012	Co Parks Campground Fees
01- 520- 000- 0000- 5510		11.00	Receipt Nbr 893 05/30/2012	Co Parks Campground Fees
01- 520- 000- 0000- 5510		2.89	Receipt Nbr 893 05/30/2012	Co Parks Campground Fees
01- 520- 000- 0000- 5510		3.09	Receipt Nbr 895 05/31/2012	Co Parks Campground Fees
01- 520- 000- 0000- 5510		0.77	Receipt Nbr 896 05/31/2012	Co Parks Campground Fees
01- 520- 000- 0000- 5510		2.32	sales tax- camping fee refund	Co Parks Campground Fees
01- 520- 000- 0000- 5510		0.77	sales tax- camping fee refund	Co Parks Campground Fees
01- 520- 000- 0000- 5510		0.09	May sales tax adjustment	Co Parks Campground Fees

DKB1
 6/13/12 1:58PM
 1 General Fund

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
	89991 Bremer Bank		105.06	33 Transactions	
520	DEPT Total:		105.06	Parks	1 Vendors 33 Transactions
1	Fund Total:		483.96	General Fund	91 Transactions

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1
6/13/12 1:58PM
3 Road & Bridge

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
0	DEPT		Undesignated		
89991	Bremer Bank				
	03-000-000-0000-5855		1.93 Receipt Nbr 1390 05/01/2012		Charges- Individuals
	03-000-000-0000-5855		1.93 Receipt Nbr 612 05/04/2012		Charges- Individuals
	03-000-000-0000-5855		1.93 Receipt Nbr 612 05/04/2012		Charges- Individuals
	03-000-000-0000-5855		1.93 Receipt Nbr 1391 05/04/2012		Charges- Individuals
	03-000-000-0000-5855		1.93 Receipt Nbr 1393 05/09/2012		Charges- Individuals
	03-000-000-0000-5855		5.79 Receipt Nbr 613 05/11/2012		Charges- Individuals
	03-000-000-0000-5855		1.93 Receipt Nbr 613 05/11/2012		Charges- Individuals
	03-000-000-0000-5855		6.43 Receipt Nbr 613 05/11/2012		Charges- Individuals
	03-000-000-0000-5855		1.29 Receipt Nbr 613 05/11/2012		Charges- Individuals
	03-000-000-0000-5855		1.93 Receipt Nbr 615 05/14/2012		Charges- Individuals
	03-000-000-0000-5855		1.93 Receipt Nbr 1395 05/17/2012		Charges- Individuals
	03-000-000-0000-5855		1.93 Receipt Nbr 617 05/21/2012		Charges- Individuals
	03-000-000-0000-5855		1.93 Receipt Nbr 617 05/21/2012		Charges- Individuals
	03-000-000-0000-5855		0.13 Receipt Nbr 617 05/21/2012		Charges- Individuals
	03-000-000-0000-5855		1.93 Receipt Nbr 1396 05/22/2012		Charges- Individuals
	03-000-000-0000-5855		1.93 Receipt Nbr 1397 05/25/2012		Charges- Individuals
	03-000-000-0000-5855		1.93 Receipt Nbr 1399 05/30/2012		Charges- Individuals
89991	Bremer Bank		38.73	17 Transactions	
0	DEPT Total:		38.73	Undesignated	1 Vendors 17 Transactions
302	DEPT		R&B Engineering/Construction		
89991	Bremer Bank				
	03-302-000-0000-6449		16.75 Warr Nbr 40056 05/11/2012		Rd/Br Engr. Supplies
	03-302-000-0000-6449		4.12 Warr Nbr 40178 05/25/2012		Rd/Br Engr. Supplies
89991	Bremer Bank		20.87	2 Transactions	
302	DEPT Total:		20.87	R&B Engineering/Construction	1 Vendors 2 Transactions
303	DEPT		R&B Highway Maintenance		
8410	Bremer Bank				
	03-303-000-0000-6513		495.88 May Diesel Tax		Motor Fuel & Lubricants
8410	Bremer Bank		495.88	1 Transactions	
89991	Bremer Bank				
	03-303-000-0000-6513		699.00 May Sales & Use Tax		Motor Fuel & Lubricants

DKB1
 6/13/12 1:58PM
 3 Road & Bridge

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



<u>Vendor Name</u>		<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
89991	Bremer Bank		1 Transactions		
303	DEPT Total:		R&B Highway Maintenance	2 Vendors	2 Transactions
3	Fund Total:		Road & Bridge		21 Transactions

DKB1
 6/13/12 1:58PM
 5 Health & Human Services

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
400	DEPT		Public Health Department		
	89991 Bremer Bank				
	05- 400- 430- 0408- 6405	45.18	Warr Nbr 742 05/24/2012		Supplies- Computer/Office/Meeting
	89991 Bremer Bank	45.18	1 Transactions		
400	DEPT Total:	45.18	Public Health Department	1 Vendors	1 Transactions
430	DEPT		Social Services		
	89991 Bremer Bank				
	05- 430- 710- 3460- 6065	8.01	Warr Nbr 733 05/10/2012		Self Funds - Adolescent Life Skills
	89991 Bremer Bank	8.01	1 Transactions		
430	DEPT Total:	8.01	Social Services	1 Vendors	1 Transactions
5	Fund Total:	53.19	Health & Human Services		2 Transactions

DKB1
6/13/12
9 State

1:58PM

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
0	DEPT		Undesignated		
4580	Mn Dept Of Finance				
	09- 000- 000- 0000- 2022		176.00		Birth/Death Surcharges
	09- 000- 000- 0000- 2022		576.00		Birth/Death Surcharges
	09- 000- 000- 0000- 2024		132.00		St Share Of Birth Cert.- Children
	09- 000- 000- 0000- 2031		18.00		Real Estate Assurance (Was 5874 And 627
	09- 000- 000- 0000- 2036		5,743.50		Recording Surcharges (Was 5871 & 6281)
	09- 000- 000- 0000- 2036		440.00		Recording Surcharges (Was 5871 & 6281)
4580	Mn Dept Of Finance		7,085.50	6 Transactions	
3375	Mn Dept Of Health				
	09- 000- 000- 0000- 2027		892.50		State Well Cert Fees (Was 5097 & 6203)
3375	Mn Dept Of Health		892.50	1 Transactions	
0	DEPT Total:		7,978.00	Undesignated	2 Vendors 7 Transactions
9	Fund Total:		7,978.00	State	7 Transactions

DKB1
6/13/12
10 Trust

1:58PM

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>
921	DEPT			Co. Development	
	89991 Bremer Bank				
	10- 921- 000- 0000- 6406		150.40	Warr Nbr 44251 05/29/2012	Field Supplies
	89991 Bremer Bank		150.40	1 Transactions	
921	DEPT Total:		150.40	Co. Development	1 Vendors 1 Transactions
923	DEPT			Forfeited Tax Sales	
	89991 Bremer Bank				
	10- 923- 000- 0000- 6311		6.43	May sales tax on gravel	Sales Tax
	10- 923- 000- 0000- 6311		11.25	May sales tax on maps	Sales Tax
	89991 Bremer Bank		17.68	2 Transactions	
923	DEPT Total:		17.68	Forfeited Tax Sales	1 Vendors 2 Transactions
10	Fund Total:		168.08	Trust	3 Transactions

DKB1
 6/13/12 1:58PM
 11 Forest Development

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
925	DEPT		Reforestation		
	89991 Bremer Bank				
	11- 925- 000- 0000- 6406		3.61	Warr Nbr 40171 05/25/2012	Field Supplies
	11- 925- 000- 0000- 6406		150.66	Warr Nbr 44251 05/29/2012	Field Supplies
	11- 925- 000- 0000- 6312		0.32	May sales tax adjustment	Sales Tax Adjustment
	89991 Bremer Bank		154.59	3 Transactions	
925	DEPT Total:		154.59	1 Vendors	3 Transactions
11	Fund Total:		154.59	Forest Development	3 Transactions

DKB1
 6/13/12 1:58PM
 19 Long Lake Conservation C

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
521	DEPT		LLCC Administration		
	89991 Bremer Bank				
	19- 521- 000- 0000- 5885		56.39 Receipt Nbr 783 05/08/2012		Commissary Sales Taxable
	19- 521- 000- 0000- 5885		108.08 Receipt Nbr 784 05/23/2012		Commissary Sales Taxable
	19- 521- 000- 0000- 5885		58.11 Receipt Nbr 786 05/30/2012		Commissary Sales Taxable
	89991 Bremer Bank		222.58	3 Transactions	
521	DEPT Total:		222.58	1 Vendors	3 Transactions
19	Fund Total:		222.58		3 Transactions
	Final Total:		10,314.88	23 Vendors	130 Transactions

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



<u>Recap by Fund</u>	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	483.96	General Fund	
	3	1,254.48	Road & Bridge	
	5	53.19	Health & Human Services	
	9	7,978.00	State	
	10	168.08	Trust	
	11	154.59	Forest Development	
	19	222.58	Long Lake Conservation Center	
All Funds		10,314.88	Total	Approved by,
			
			

DKB1
6/19/12 8:26AM

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Print List in Order By: 2
1 - Fund (Page Break by Fund)
2 - Department (Totals by Dept)
3 - Vendor Number
4 - Vendor Name

Explode Dist. Formulas: N

Paid on Behalf Of Name
on Audit List?: N

Type of Audit List: D
D - Detailed Audit List
S - Condensed Audit List

Save Report Options?: N

Auditor Warrants
May/June Tax Settlements
June 26, 2012
County Board Meeting



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor Name No. Account/Formula Acct Rpt Amount Warrant Description Service Dates Paid On Bht # Invoice # Account/Formula Description On Behalf of Name

931	DEPT	1010	City Of Aitkin			Towns								
12-931-156-0000-2045	12-931-156-0000-2045	12-931-156-0000-2045	12-931-156-0000-2045	370,607.07	2012 May/June Settlement	Housing & Development	5,440.78	80,552.93	456,600.78	3 Transactions	Payable To Village Of Aitkin	Payable To Village Of Aitkin	Payable To Village Of Aitkin	Payable To Village Of Aitkin
12-931-157-0000-2045	12-931-157-0000-2045	12-931-157-0000-2045	12-931-157-0000-2045	110,106.17	2012 May/June Settlement	Housing & Development	3,757.92	311.49	114,175.58	3 Transactions	Payable To Village Of Hill City	Payable To Village Of Hill City	Payable To Village Of Hill City	Payable To Village Of Hill City
12-931-158-0000-2045	12-931-158-0000-2045	12-931-159-0000-2045	12-931-159-0000-2045	6,979.39	2012 May/June Settlement	Housing & Development	4,355.08	8,804.97	6,979.39	1 Transactions	Payable To Village Of Mcgrath	Payable To Village Of Mcgrath	Payable To Village Of Mcgrath	Payable To Village Of Mcgrath
12-931-160-0000-2045	12-931-160-0000-2045	12-931-161-0000-2045	12-931-161-0000-2045	29,215.87	2012 May/June Settlement	Housing & Development	4,355.08	8,804.97	29,215.87	1 Transactions	Payable To Village Of Palsade	Payable To Village Of Palsade	Payable To Village Of Palsade	Payable To Village Of Palsade
12-931-161-0000-2045	12-931-161-0000-2045	12-931-161-0000-2045	12-931-161-0000-2045	15,855.10	2012 May/June Settlement	Housing & Development	4,355.08	8,804.97	15,855.10	2 Transactions	Payable To Village Of Tamarack	Payable To Village Of Tamarack	Payable To Village Of Tamarack	Payable To Village Of Tamarack
12-931-101-0000-2045	12-931-101-0000-2045	12-931-101-0000-2045	12-931-101-0000-2045	92,424.35	2012 May/June Settlement	Housing & Development	4,355.08	8,804.97	92,424.35	2 Transactions	Payable To Aitkin Twp	Payable To Aitkin Twp	Payable To Aitkin Twp	Payable To Aitkin Twp
12-931-102-0000-2045	12-931-102-0000-2045	12-931-102-0000-2045	12-931-102-0000-2045	54,940.39	2012 May/June Settlement	Housing & Development	4,355.08	8,804.97	54,940.39	2 Transactions	Payable To Ball Bluff Twp	Payable To Ball Bluff Twp	Payable To Ball Bluff Twp	Payable To Ball Bluff Twp

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1
6/19/12 8:26AM
12 Agency

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf # On Behalf of Name
7001 Town Of Ball Bluff Treasurer		4,269.64 59,210.03	FTS 2 Transactions	Payable To Ball Bluff Twp
7002 Town Of Balsam Treasurer		3,114.50	2012 May/June Settlement	Payable To Balsam Twp
7002 Town Of Balsam Treasurer		3,114.50	1 Transactions	
7003 Town Of Beaver Treasurer		24,497.89	2012 May/June Settlement	Payable To Beaver Twp
7003 Town Of Beaver Treasurer		413.32	FTS	Payable To Beaver Twp
7003 Town Of Beaver Treasurer		24,911.21	2 Transactions	
7004 Town Of Clark Treasurer		39.67	FTS	Payable To Clark Twp
7004 Town Of Clark Treasurer		21,014.89	2012 May/June Settlement	Payable To Clark Twp
7004 Town Of Clark Treasurer		21,054.56	2 Transactions	
7005 Town Of Cornish Treasurer		21,105.81	2012 May/June Settlement	Payable To Cornish Twp
7005 Town Of Cornish Treasurer		1,544.07	FTS	Payable To Cornish Twp
7005 Town Of Cornish Treasurer		22,649.88	2 Transactions	
7006 Town Of Farm Island Treasurer		171,203.59	2012 May/June Settlement	Payable To Farm Island Twp
7006 Town Of Farm Island Treasurer		171,203.59	1 Transactions	
7007 Town Of Fleming Treasurer		66,052.08	2012 May/June Settlement	Payable To Fleming Twp
7007 Town Of Fleming Treasurer		420.48	FTS	Payable To Fleming Twp
7007 Town Of Fleming Treasurer		66,472.56	2 Transactions	
7008 Town Of Glen Treasurer		2,622.77	FTS	Payable To Glen Twp
7008 Town Of Glen Treasurer		67,864.14	2012 May/June Settlement	Payable To Glen Twp
7008 Town Of Glen Treasurer		70,486.91	2 Transactions	
7009 Town Of Haugen Treasurer		30,326.13	2012 May/June Settlement	Payable To Haugen Twp
7009 Town Of Haugen Treasurer		3,808.11	FTS	Payable To Haugen Twp



Aitkin County Auditor's List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor Name No. Account/Formula Acct Rpt Amount Warrant Description Invoice # Paid On Bht # On Behalf of Name Account/Formula Description

7010 Town Of Hazelton Treasurer 12-931-111-0000-2045 1,435.43 FTS 2012 May/June Settlement Payable To Hazelton Twp

7010 Town Of Hazelton Treasurer 12-931-111-0000-2045 106,625.81 FTS 2012 May/June Settlement Payable To Hazelton Twp

4879 Town Of Hill Lake Clerk-Treas 12-931-112-0000-2045 48,800.56 FTS 2012 May/June Settlement Payable To Hill Lake Twp

7011 Town Of Idun Treasurer 12-931-113-0000-2045 488.77 FTS 2012 May/June Settlement Payable To Idun Twp

7012 Town Of Idun Treasurer 12-931-113-0000-2045 32,872.82 FTS 2012 May/June Settlement Payable To Idun Twp

7012 Town Of Jeune Treasurer 12-931-114-0000-2045 53,135.45 FTS 2012 May/June Settlement Payable To Jeune Twp

7013 Town Of Kimberly Treasurer 12-931-115-0000-2045 7,719.72 FTS 2012 May/June Settlement Payable To Kimberly Twp

7014 Town Of Lakeside Treasurer 12-931-116-0000-2045 62,901.32 FTS 2012 May/June Settlement Payable To Kimberly Twp

7015 Town Of Lee Treasurer 12-931-117-0000-2045 55,181.60 FTS 2012 May/June Settlement Payable To Lee Twp

7015 Town Of Lee Treasurer 12-931-117-0000-2045 2,135.24 FTS 2012 May/June Settlement Payable To Lee Twp

7016 Town Of Libby Treasurer 12-931-118-0000-2045 7,726.25 2 Transactions Payable To Lee Twp

7016 Town Of Libby Treasurer 12-931-118-0000-2045 13,301.28 2 Transactions Payable To Libby Twp

Aitkin County

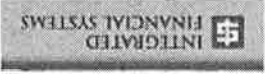


Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1
6/19/12 8:26AM
12 Agency

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name
7016	Town Of Libby Treasurer		13,347.69	FTS		Payable To Libby Twp
			46.41			
				2 Transactions		
7017	Town Of Logan Treasurer		29,386.30	FTS		Payable To Logan Twp
			473.78			
				2012 May/June Settlement		Payable To Logan Twp
				2 Transactions		
7018	Town Of Macville Treasurer		17,009.60	FTS		Payable To Macville Twp
			1,854.31			Payable To Macville Twp
				2012 May/June Settlement		
				2 Transactions		
7018	Town Of Macville Treasurer		18,863.91			
7019	Town Of Malmo Treasurer		46,115.27	FTS		Payable To Malmo Twp
			1,872.32			Payable To Malmo Twp
				May/June Settlement		
				2 Transactions		
7019	Town Of Malmo Treasurer		47,987.59			
7020	Town Of Mcgregor - Treasurer		3,792.63	FTS		Payable To Mcgregor Twp
			28.61			Payable To Mcgregor Twp
				May/June Settlement		
				2 Transactions		
7020	Town Of Mcgregor - Treasurer		3,821.24			
7021	Town Of Millward Treasurer		8,387.47	FTS		Payable To Millward Twp
			1,591.97			Payable To Millward Twp
				2012 May/June Settlement		
				2 Transactions		
7021	Town Of Millward Treasurer		9,979.44			
7022	Town Of Morrison Treasurer		21,183.77	FTS		Payable To Morrison Twp
			844.23			Payable To Morrison Twp
				2012 May/June Settlement		
				2 Transactions		
7022	Town Of Morrison Treasurer		22,028.00			
7023	Town Of Nordland Treasurer		126,823.83	FTS		Payable To Nordland Twp
			0.82			Payable To Nordland Twp
				2012 May/June Settlement		
				2 Transactions		
7023	Town Of Nordland Treasurer		126,824.65			
7024	Town Of Pliny Treasurer					

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Aitkin County

Vendor Name No. Account/Formula Rpt Amount Warrant Description Invoice # Account/Formula Description

7024	Town Of Piny Treasurer	12-931-125-0000-2045	8,400.19	2012 May/June Settlement		Payable To Piny Twp
		12-931-125-0000-2045	281.84	FTS		Payable To Piny Twp
			8,682.03		2 Transactions	

7025	Town Of Rice River Treasurer	12-931-126-0000-2045	763.99	2012 May/June Settlement		Payable To Rice River Twp
		12-931-126-0000-2045	37,273.74	FTS		Payable To Rice River Twp
			38,037.73		2 Transactions	

7026	Town Of Salo Treasurer	12-931-127-0000-2045	10,344.51	2012 May/June Settlement		Payable To Salo Twp
		12-931-127-0000-2045	2,395.07	FTS		Payable To Salo Twp
			12,739.58		2 Transactions	

7027	Town Of Seavey Treasurer	12-931-128-0000-2045	2,644.56	2012 May/June Settlement		Payable To Seavey Twp
		12-931-128-0000-2045	9,773.37	FTS		Payable To Seavey Twp
			12,417.93		2 Transactions	

7028	Town Of Shamrock Treasurer	12-931-129-0000-2045	357,037.31	2012 May/June Settlement		Payable To Shamrock Twp
		12-931-129-0000-2045	949.19	FTS		Payable To Shamrock Twp
			357,986.50		2 Transactions	

7029	Town Of Spalding Treasurer	12-931-130-0000-2045	1,015.75	2012 May/June Settlement		Payable To Spalding Twp
		12-931-130-0000-2045	23,721.53	FTS		Payable To Spalding Twp
			24,737.28		2 Transactions	

7030	Town Of Spencer Treasurer	12-931-131-0000-2045	42,726.35	2012 May/June Settlement		Payable To Spencer Twp
		12-931-132-0000-2045	37.32	FTS		Payable To Turner Twp
			39,547.09		2 Transactions	Payable To Turner Twp

7031	Town Of Turner Treasurer	12-931-132-0000-2045	37.32	2012 May/June Settlement		Payable To Turner Twp
		12-931-132-0000-2045	39,547.09	FTS		Payable To Turner Twp
			39,584.41		2 Transactions	

7032 Town Of Verdon Treasurer

DKB1
6/19/12 8:26AM
12 Agency

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Amount	Service Dates	On Behalf of Name
				Paid On Bhf #	
	12- 931- 133- 0000- 2045		11,583.39	2012 May/June Settlement	Payable To Verdon Twp
	12- 931- 133- 0000- 2045		77.64	FTS	Payable To Verdon Twp
7032	Town Of Verdon Treasurer		11,661.03	2 Transactions	
7033	Town Of Wagner Treasurer				
	12- 931- 134- 0000- 2045		95.95	FTS	Payable To Wagner Twp
	12- 931- 134- 0000- 2045		42,422.58	2012 May/June Settlement	Payable To Wagner Twp
7033	Town Of Wagner Treasurer		42,518.53	2 Transactions	
7034	Town Of Waukenabo Treasurer				
	12- 931- 135- 0000- 2045		44,265.81	2012 May/June Settlement	Payable To Waukenabo Twp
7034	Town Of Waukenabo Treasurer		44,265.81	1 Transactions	
7035	Town Of Wealthwood Treasurer				
	12- 931- 136- 0000- 2045		28,499.48	2012 May/June Settlement	Payable To Wealthwood Twp
7035	Town Of Wealthwood Treasurer		28,499.48	1 Transactions	
7036	Town Of White Pine Treasurer				
	12- 931- 137- 0000- 2045		2,105.70	2012 May/June Settlement	Payable To White Pine Twp
	12- 931- 137- 0000- 2045		66.65	FTS	Payable To White Pine Twp
7036	Town Of White Pine Treasurer		2,172.35	2 Transactions	
7037	Town Of Williams Treasurer				
	12- 931- 138- 0000- 2045		3,482.96	FTS	Payable To Williams Twp
	12- 931- 138- 0000- 2045		19,722.32	2012 May/June Settlement	Payable To Williams Twp
7037	Town Of Williams Treasurer		23,205.28	2 Transactions	
7038	Town Of Workman Treasurer				
	12- 931- 139- 0000- 2045		41,915.95	2012 May/June Settlement	Payable To Workman Twp
	12- 931- 139- 0000- 2045		1,215.05	FTS	Payable To Workman Twp
7038	Town Of Workman Treasurer		43,131.00	2 Transactions	
931	DEPT Total:		2,798,864.34	Towns	46 Vendors 88 Transactions
932	DEPT			Schools	
393	Isd 1 Aitkin- Treasurer				
	12- 932- 000- 0000- 6801		53,717.80	FTS	Appropriations
	12- 932- 000- 0000- 6801		32,939.77	2012 May/June Settlement	Appropriations
	12- 932- 000- 0000- 6801		219.14	Housing & Development	Appropriations



Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor Name No. Account/Formula Acct Rpt Warrant Description Invoice # Account/Formula Description
On Behalf of Name

Vendor Name	No. Account/Formula	Acct	Rpt	Warrant Description	Invoice #	Account/Formula Description
1985	Isd 182 Crosby- Treasurer	12-932-000-0000-6801		2012 May/June Settlement	0.23	Appropriations
1985	Isd 182 Crosby- Treasurer	12-932-000-0000-6801		2012 May/June Settlement	0.23	Appropriations
1985	Isd 182 Crosby- Treasurer	12-932-000-0000-6801		2012 May/June Settlement	0.23	Appropriations
392	Isd 2 Hill City- Treasurer	12-932-000-0000-6801		Housing & Development	986.46	Appropriations
392	Isd 2 Hill City- Treasurer	12-932-000-0000-6801		Housing & Development	24,936.16	Appropriations
392	Isd 2 Hill City- Treasurer	12-932-000-0000-6801		2012 May/June Settlement	25,014.81	Appropriations
392	Isd 2 Hill City- Treasurer	12-932-000-0000-6801		2012 May/June Settlement	50,937.43	Appropriations
1983	Isd 2165 Hinckley Finlayson- Treasurer	12-932-000-0000-6801		2012 May/June Settlement	190.67	Appropriations
1983	Isd 2165 Hinckley Finlayson- Treasurer	12-932-000-0000-6801		2012 May/June Settlement	3,279.11	Appropriations
1983	Isd 2165 Hinckley Finlayson- Treasurer	12-932-000-0000-6801		2012 May/June Settlement	3,469.78	Appropriations
1979	Isd 2580 East Central- Treasurer	12-932-000-0000-6801		2012 May/June Settlement	584.02	Appropriations
1979	Isd 2580 East Central- Treasurer	12-932-000-0000-6801		2012 May/June Settlement	584.02	Appropriations
1979	Isd 2580 East Central- Treasurer	12-932-000-0000-6801		2012 May/June Settlement	584.02	Appropriations
395	ISD 4 McGregor- Treasurer	12-932-000-0000-6801		2012 May/June Settlement	32,893.83	Appropriations
395	ISD 4 McGregor- Treasurer	12-932-000-0000-6801		2012 May/June Settlement	43,350.81	Appropriations
395	ISD 4 McGregor- Treasurer	12-932-000-0000-6801		2012 May/June Settlement	440.19	Appropriations
395	ISD 4 McGregor- Treasurer	12-932-000-0000-6801		Housing & Development	76,684.83	Appropriations
1982	Isd 473 Isle- Treasurer	12-932-000-0000-6801		2012 May/June Settlement	4,331.69	Appropriations
1982	Isd 473 Isle- Treasurer	12-932-000-0000-6801		2012 May/June Settlement	1,356.22	Appropriations
1982	Isd 473 Isle- Treasurer	12-932-000-0000-6801		2012 May/June Settlement	5,687.91	Appropriations
1981	Isd 577 Willow River- Treasurer	12-932-000-0000-6801		2012 May/June Settlement	3,184.23	Appropriations
1981	Isd 577 Willow River- Treasurer	12-932-000-0000-6801		2012 May/June Settlement	567.37	Appropriations
1981	Isd 577 Willow River- Treasurer	12-932-000-0000-6801		2012 May/June Settlement	3,751.60	Appropriations
394	Isd 698 Floodwood- Treasurer	12-932-000-0000-6801		2012 May/June Settlement	296.59	Appropriations

DKB1
 6/19/12 8:26AM
 12 Agency

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name
	12- 932- 000- 0000- 6801		1,205.86	FTS		Appropriations
394	Isd 698 Floodwood- Treasurer		1,502.45		2 Transactions	
1984	Isd 95 Cromwell- Wright- Treasurer					
	12- 932- 000- 0000- 6801		16.01	2012 May/June Settlement		Appropriations
1984	Isd 95 Cromwell- Wright- Treasurer		16.01		1 Transactions	
932	DEPT Total:		229,510.97	Schools	10 Vendors	20 Transactions
12	Fund Total:		3,028,375.31	Agency		108 Transactions
	Final Total:		3,028,375.31	56 Vendors	108 Transactions	



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
12	3,028,375.31	Agency
All Funds	3,028,375.31	Total

Approved by,

.....
.....
.....

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



To: Chairperson, Aitkin County Board of Commissioners Date: 06/19/2012

Via:

From: Sheriff Scott Turner

Title of Item: VHF Interoperable Frequency Use Agreement w/ State of MN

Requested Meeting Date: 06/26/2012 Est. Presentation Time: _____

Presenter: Sheriff Scott Turner

Type of Action Requested (check all that apply)

- For info only, no action requested Approve under Routine Business
- 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) **Consent Agenda**
- 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) **N/A**

- Is this item in the current approved budget? Yes No (attach explanation)
- What type of expenditure is this? _____ 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) Memorandum of Understanding

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)

SCOTT A. TURNER
SHERIFF OF AITKIN COUNTY

217 Second Street NW, Room 185
Aitkin, MN 56431

218-927-7435 Emergency 911
Sheriff Fax 218-927-7359 / Dispatch Fax 218-927-6887
TOLL FREE 1-888-900-2138

MEMO

TO: Board of Commissioners DATE: June 19, 2012
FROM: Sheriff Scott Turner RE: MOU with State of MN

Enclosed please find a VHF Interoperable Frequency Use Agreement Between the State of Minnesota and Aitkin County. The state requires that this agreement be signed and in effect before any of the ARMER system radio equipment can be programmed and used.

I am available if you have any questions concerning this matter. Thank you.

VHF Interoperable Frequency Use Agreement Between the State of Minnesota and

Aitkin County, Minnesota

VHF INTEROPERABLE FREQUENCY USE AGREEMENT

Whereas, the Aitkin County Board of Commissioners, as the governing body of Aitkin County desires to enter into an agreement with the State of Minnesota, Department of Public Safety (DPS) for use of certain state licensed radio frequencies for the purpose of coordination between emergency response agencies and resources.

Whereas, Aitkin County is a member of the Northeast Regional Radio Board (RRB).

Whereas, participation in the Minnesota VHF Interoperable Communications Plan must be approved by the County and submitted to the RRB for approval before radio equipment intended for use by public safety officials within the County can be programmed and used under the state license.

Now Therefore, the Aitkin County Board of Commissioners, as the governing body of Aitkin County, approves the Minnesota VHF Interoperable Communications Plan agreement applicable to the use of state licensed radio frequencies by County public safety officials:

I. Background

To the extent permitted by federal laws and regulations, the Statewide Radio Board (SRB), operating as the State Interoperability Executive Committee (SIEC), is responsible for developing guidelines and standards for the use of interoperability frequencies on all frequency spectrums assigned to public safety users in Minnesota. Given the widespread use of VHF frequencies in the state by agencies not utilizing ARMER, the Minnesota DPS has developed a VHF Interoperable Communications Plan to provide guidance for the use of VHF interoperable frequencies by public safety agencies operating in Minnesota during local, regional, and statewide emergency responses. The plan was subsequently approved by the SRB on 10/27, 2011.

Under this plan, DPS will also license all of the narrowband channels listed in Appendix A - Statewide VHF Interoperability Channels for statewide operations with mobiles and fixed temporary bases or fixed mobile relays (repeaters) as appropriate by January 1, 2013. This allows authorized agencies operating under this agreement with DPS to operate mobile radios and temporary bases or repeaters on the statewide VHF interoperability channels without having to file for and maintain separate licenses for these channels. This also provides the state the ability to deploy temporary bases and repeaters on the statewide interoperability channels as needed to support disaster and emergency responses.

DPS will also establish separate licenses for the narrowband channels listed in Section IV for permanent fixed base operations as needed to integrate these channels into the ARMER VHF interoperability infrastructure. This phase of the plan will be completed in July 2012 in order to provide sufficient time for the transition of these channels to narrowband operations by January 2013 as mandated by the Federal Communications Commission (FCC). Continued operation of fixed bases on these channels by local and regional public safety agencies after January 1, 2013 must be coordinated and documented with DPS and Minnesota Department of Transportation (MnDOT) in order to eliminate duplicated coverage, interference, and channel contention.

II. Determination of Need

There is a need to provide standardized interoperability channels in the VHF band between VHF public safety radio users that may respond to incidents within the state and between these VHF radio users and ARMER radio system users.

III. Terms of Agreement

The Minnesota DPS shall apply for, manage, and maintain proper licenses for the use of statewide VHF interoperability channels. DPS shall also manage and maintain an accurate database of federal, state, and local agencies that have agreed to participate in the standardized use of these channels. DPS will issue updates and revisions to the Minnesota VHF Interoperable Communications plan contained herein as directed by request by the Statewide Radio Board.

The County shall participate in regional communications planning and manage use of the statewide VHF interoperability channels by public safety agencies within the county, ensuring compliance with the Minnesota VHF Interoperable Communications Plan as well as applicable federal, state, and local laws, ordinances and regulations.

Minnesota DPS and the County mutually agree to the following conditions for use of the statewide VHF interoperability channels:

- a. Use the statewide VHF interoperability channels for day-to-day coordination, for urgent or emergency mutual aid situations, for task forces, for tactical teams, and for other purposes. Such coordination may occur during interagency operations, en-route travel, or on-incident;
- b. Use of the statewide VHF interoperability channels must be in compliance with the rules governing the VHF frequencies, and be authorized by the Incident Command (IC) or Unified Command (UC) structure at the scene of the incident or planned event;

- c. Radio communications procedures on the statewide VHF interoperability channels must be consistent with the National Incident Management System (NIMS) and Incident Command System (ICS) including the use of “plain language” without 10-codes or agency-specific codes/jargon; and
- d. When operating on the statewide VHF interoperability channels, users should initially identify in the following manner using plain English: Agency name, followed by service branch or function designation, followed by call sign or unit number. Examples: "North EMS 512", "Elk River Police 512", "Washington County Public Works 512", "State Patrol 512", etc. Once established, ongoing communications between the same units may be shortened.

IV. VHF Statewide Interoperability Zone

To facilitate uniform field access to the statewide VHF interoperability channels, all VHF subscriber radios authorized under this agreement should be programmed to include the following standardized VHF Statewide Interoperability Zone or “SI Zone”.

#	STD NAME	SHORT NAME ¹	Mobile TX Freq	TX Code	Mobile RX Freq	RX Code	Original Name
1	VCALL10	VCAL10	155.7525	156.7	155.7525	CSQ	
2	VTAC11	VTAC11	151.1375	156.7	151.1375	CSQ	
3	VTAC12	VTAC12	154.4525	156.7	154.4525	CSQ	
4	VTAC13	VTAC13	158.7375	156.7	158.7375	CSQ	
5	VTAC14	VTAC14	159.4725	156.7	159.4725	CSQ	
6	MNCOMM	MNCOMM	155.3700	156.7	155.3700	156.7	MIMS
7	VFIRE23	VFIR23	154.2950	156.7	154.2950	156.7	SWFIREMA
8	MNFIRG2	MNFG2	154.0100	156.7	154.0100	156.7	
9	MNFIRG3	MNFG3	153.8300	156.7	153.8300	156.7	
10	DNRTAC1	DNRT1	151.4750	CSQ	151.4750	CSQ	
11	VLAW31	VLAW31	155.4750	156.7	155.4750	156.7	MINSEF
12	VMED28	VMED28	155.3400	156.7	155.3400	156.7	EMS HEAR
13	IR 2	IR 2	165.9625	167.9	170.4125	167.9	
14	VTAC14R	TAC14R	154.6875	156.7	159.4725	156.7	
15	NGRPTR*	NGRPTR	Rest.	Rest.	Rest.	Rest.	
16	LE 2*	LE 2	Rest.	Rest.	Rest.	Rest.	

¹ For use with limited character display radios

* Local option channel if not implemented with LOA or MOU for use of federal channels.

V. Units Operating Under State License

The specific number of units that the County desires to operate under the state license is shown below.

Class of Operation	Number of Units
Mobiles	108
Portables	82
Fixed Temporary Base	0
Fixed Temporary Mobile Relay	0

VI. Fixed Stations Operating Under County License

The County desires to continue to operate and maintain fixed stations on the state VHF interoperability as indicated below. The County and DPS mutually agree to coordinate use of these channels in order to eliminate duplicated coverage, interference, and channel contention with existing bases in the ARMER VHF interoperability infrastructure. The County and DPS may also mutually agree to include County maintained interoperability channels in the ARMER VHF interoperability infrastructure. The County shall ensure that County maintained interoperability calling channels not integrated into the ARMER VHF interoperability infrastructure are continuously monitored by the dispatch centers indicated below. As of January 2013, the operating parameters of any fixed stations on the state VHF interoperability channels operated and maintained by the County shall also be consistent with the Minnesota VHF Interoperable Communications Plan including the use of standardized CTCSS codes.

FCC Call Sign	Frequency	Latitude	Longitude	Dispatch Center
VLaw 31	155.4750	46.532993	-93.709410	Aitkin Co Sheriff's Office

VII. Designated Local Administrator

The following person is designated as the County contact for any issues related to operation and use of the statewide VHF interoperability channels:

Scott Turner, Sheriff of Aitkin Co (Name and Title)

(218) 927-7420 (Telephone Number)

turners@co.aitkin.mn.us (Email Address)

Approved and adopted by Aitkin County on _____ of _____, 2012.

Date

Date

Appendix A - Statewide VHF Interoperability Zone Cheat Sheet

#	STD NAME	SHORT NAME ²	Mobile TX Freq	TX Code	Mobile RX Freq	RX Code	Original Name
1	VCALL10	VCAL10	155.7525	156.7	155.7525	CSQ	
2	VTAC11	VTAC11	151.1375	156.7	151.1375	CSQ	
3	VTAC12	VTAC12	154.4525	156.7	154.4525	CSQ	
4	VTAC13	VTAC13	158.7375	156.7	158.7375	CSQ	
5	VTAC14	VTAC14	159.4725	156.7	159.4725	CSQ	
6	MNCOMM	MNCOMM	155.3700	156.7	155.3700	156.7	MIMS
7	VFIRE23	VFIR23	154.2950	156.7	154.2950	156.7	SWFIREMA
8	MNFIRG2	MNFG2	154.0100	156.7	154.0100	156.7	
9	MNFIRG3	MNFG3	153.8300	156.7	153.8300	156.7	
10	DNRTAC1	DNRT1	151.4750	CSQ	151.4750	CSQ	
11	VLAW31	VLAW31	155.4750	156.7	155.4750	156.7	MINSEF
12	VMED28	VMED28	155.3400	156.7	155.3400	156.7	EMS HEAR
13	IR 2	IR 2	165.9625	167.9	170.4125	167.9	
14	VTAC14R	TAC14R	154.6875	156.7	159.4725	156.7	
15	NGRPTR*	NGRPTR	Rest.	Rest.	Rest.	Rest.	
16	LE 2*	LE 2	Rest.	Rest.	Rest.	Rest.	

The standard mode of operation for the VCALL and VTAC channels is analog narrowband. All fixed, mobile, and portable radios should transmit using the 156.7 Hz CTCSS code. All mobile and portable radios should be set for carrier squelch unless CTCSS is necessary in order to mitigate interference.

The standard mode of operation for the IR2 channels is analog narrowband. All fixed, mobile, and portable radios should transmit using the 167.9 Hz CTCSS code. All mobile and portable radios should be set for carrier squelch unless CTCSS is necessary in order to mitigate interference.

The standard mode of operation for the LE2 channel is P25 digital narrowband, and all mobile and portable radios on this LE channel should use the \$68F digital network access code.

² For use with limited character display radios

* Local option channel if not implemented with LOA or MOU for use of federal channels.

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



To: Chairperson, Aitkin County Board of Commissioners Date: 6/19/12

Via: Patrick Wussow, County Administrator

From: LAND DEPT

Title of Item:
Set date for Tax-forfeited LAND SALE

Requested Meeting Date: 6/26/12 Estimated Presentation Time: n/a

Presenter: M. JACOBS

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) _____

Provide (1) copy of supporting documentation NO LATER THAN Wednesday at Noon to make the Board's agenda for the following Tuesday. (If your packet contains colored copies, please provide (4) paper copies of supporting documentation as we do not have a color printer or copier.) Items WILL NOT be placed on the Board agenda unless complete documentation is provided for the Board packets.

CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA

ADOPTED June 26, 2012

By Commissioner: xx

062612-0xx

Set Date for Tax-Forfeited Land Sale

WHEREAS, the classification of the following county owned and tax-forfeited lands to be offered for sale has been made by the County Board in accordance with Minnesota Statutes 282, and

WHEREAS, a public hearing was held on March 6, 2012 at 10:00 am in the Aitkin County Courthouse regarding the classification to the attached lands and classified them to dispose of, and

WHEREAS, the County Board has made appraisals of the lands classified as non-conservation and of the timber and timber products thereon, and has made appraisal of timber and buildings on such lands as have not been classified, and a list of such lands and timber, timber only and of buildings so appraised has been filed with the County Auditor for the purpose of offering lands, timber and buildings, so listed, for sale at not less than the appraised value of the land, timber, and buildings combined, with said appraisals of each property following, and

WHEREAS, the list of lands classified as non-conservation land in the Conservation Areas and a list of the lands classified as non-conservation in the tax forfeited areas, has been submitted to the Commissioner of Natural Resources for his approval of the classification and sale of such, and

WHEREAS, the County Board is by law designated with authority to provide for the sale of such lands on terms:

NOW, THEREFORE BE IT RESOLVED, that such parcels shall be sold on the following terms, to wit: That on sales amounting to \$5,000.00 or less per parcel, the purchase price shall be paid in full at the time of purchase. On sales amounting to more than \$5,000.00 per parcel, the purchaser shall pay a minimum of \$5,000.00 down or 25% of the purchase price (whichever is greater) with the privilege of paying the balance over 5 years with the balance amortized over the 5 years plus interest at the rate according to Minnesota Statutes 282.01, Subdivision 4, on the deferred balance. Any remaining balance may be paid at any time. If the property is purchased on a contract for deed, a \$46.00 fee will be required at the time of purchase for the recording of the contract. Any contract for deeds on properties on this sale, are required to be recorded. Any property with a known well on it, will be charged a \$50.00 fee for recording the well certificate. Any property purchased on a contract for deed that has buildings on it, will be required to carry insurance on the property with Aitkin County as a loss payable on it until such time as the building and timber costs have been paid in full. The insurance binder will be required to be sent to the Land Department within 5 days of the purchase.

Provided that in case any parcel of land bearing standing timber, buildings or timber products is sold at public auction for more than the appraised value, the amount bid in excess of the appraised value shall be allocated between the land, buildings, and timber in proportion to the respective appraised value. The purchaser of tax-forfeited land at such sale shall be entitled to immediate possession, subject to the provision of any existing lease made in behalf of the State, and

BE IT FURTHER RESOLVED, that notice of such sale of lands, timber and buildings be given by publication in the official newspaper of the County as provided by law; that the County Auditor of Aitkin County offer such parcels of land for sale in the order in which they appear in said NOTICE OF SALE, and that such sale shall commence at 10:00 A.M. on Thursday, the 30th day of August, 2012 and continue until all parcels classified as non-conservation and timber only, buildings on parcels not classified, are offered to the highest bidder for sale. This sale will be held at the 40 Club Convention Center in Aitkin.

BE IT FURTHER RESOLVED, as required by Minnesota Statutes 284.28, there will be added to the sale price of any tax-forfeited lands sold, an amount equal to three percent of the total sale price. Said additional amount to be deposited in the State Treasury and credited to the State Real Estate Assurance Fund, and

BE IT FURTHER RESOLVED, that the Land Commissioner may withdraw any description on the list, later subject to the approval of the County Board, when it may appear to be in the public interest to do so, and

BE IT FURTHER RESOLVED, Minnesota Statutes 282.014, imposes a \$25.00 fee upon purchasers of tax-forfeited land for issuance of a State Deed.

BE IT FURTHER RESOLVED, as required by Minnesota Statutes 282.01, Subdivision 6, all State Tax Deeds must be recorded with the County Recorder prior to issuing the Deed to the purchaser, therefore a recording fee for each State Deed issued must be paid to the Aitkin County Recorder by the purchaser when tax-forfeited land is paid for in full, as required in MS 357.18.

BE IT FURTHER RESOLVED, as required by Minnesota Statutes 287.22, all State Tax Deeds are subject to State Deed Tax which must be paid by the purchaser.

BE IT FURTHER RESOLVED, Aitkin County is not responsible for location of or determining property lines or boundaries.

BE IT FURTHER RESOLVED, that all lands sold hereunder are sold subject to the Zoning Ordinance adopted by the County Board, and all lands are sold subject to railroad and highway easements, power and pipeline easements, any recreational easements, and subject to all flowage rights.

BE IT FURTHER RESOLVED, that except in the case of Deeds issued for platted property and Deeds issued to correct errors in either legal description or grantees, the Deeds issued for these parcels will contain a restrictive covenant which will prohibit enrollment of the land in a State Funded program providing compensation of marginal land or wetlands.

Aitkin County does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment and the provision of services. Prospective bidders who require special accommodations to participate in this sale should inform the Land Department as soon as possible and more than three working days before the sale. You may write to Aitkin County Land Department at 209 2nd St. NW Room 206 Aitkin, MN 56431 or call 218-927-7364.

	Parcel ID Number	Access	Legal Description	Sec	Twp	Rge	Acres	Valuation
1	34-0-039404	*	1 acre Lot 3 as in Document #179645 less hwy r/w	24	43	22	.48	\$6,800.00
2	26-0-056600 and 26-0-057500	None	SE-NE and NE-SE	35	46	23	80	\$23,600.00
3	30-0-052800		NE-NW	32	47	23	40	\$12,000.00
4	29-1-355900	*	Big Sandy Lake Highlands Lot 62	3	49	23		\$4,000.00
5	29-1-366000 to 29-1-366300	*	Big Sandy Lake Highlands Lots 163, 164, 165, 166	3	49	23		\$12,800.00

6	29-0-043200	*	1.54 ac of that part of NW-SE lying W of Hwy 65 in B 108 D P 77 Doc 182190 and 364233	19	49	23	1.54	\$5,600.00
7	29-1-202700	*	Sheshebe Point Lot 598	21	49	23	.18	\$1,800.00
8	29-1-293100	*	Sheshebe Point 3 rd Addn Lot 20 Blk 45	27	49	23		\$2,000.00
9	29-1-271200	**	Sheshebe Point 3 rd Addn Lot 3 Blk 33	27	49	23		\$1,200.00
10	29-1-468600, 29-1-468700, and 29-1- 469100	*	VanderMeys Shores Outlot A, Lot 23, Lot 24	19	49	23		\$77,000.00
11	32-1-066600	*	Big Sandy Lake Highlands 5 th Addn Lots 82 and 83	34	50	23		\$35,800.00
12	02-1-066102	*	Bridge Park Part of Lot 15 W of Hwy 65 and N of Hwy 200	9	52	23		\$500.00
13	02-1-075100	*	Hay U – Lot 5	26	52	23	.53	\$10,000.00
14	16-0-008400	*	¼ acre Lot 1 in Book 118 Dds Page 503	5	44	25	.25	\$6,400.00
15	16-0-050800	*	3 ac in NW-NW in Book 99 Dds Page 435	35	44	25	3	\$7,000.00
16	15-0-055300	none	NE-SE	32	47	25	40	\$8,200.00
17	20-1-062800	**	County Auditor's Plat of Swatara Lot 12 Blk 3	20	51	26		\$900.00
18	12-1-075600	*	Quadna Mountain View Lot 2 Blk 1	2	52	26	.98	\$2,300.00
19	12-0-041606	*	150 x 155 in Govt Lot 1	23	52	26	.53	\$3,600.00
20	56-1-122800	*	Tibbetts Irregular Lots in Aitkin W 8 rods of Lot 16	24	47	27	.61	\$8,000.00
21	56-1-162700	*	Jenkins Acre Lots N 150' of E 50' of Lot 10	26	47	27	.17	\$6,700.00
22	57-1-019900	*	Buck's Addn to Hill City Lot 12 Blk 14	14	52	26	.16	\$3,400.00
23	57-1-087500	*	Quadna Condo #315	24	52	26		\$4,100.00
24	60-0-002700	*	Approx .30 ac of SE-SW in Doc 162911	22	49	25	.3	\$6,700.00

Access Code:

- * maintained public access
- ** unmaintained public access

Commissioner xx moved the adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT All Members Voting Yes

STATE OF MINNESOTA)
County of Aitkin) ss.
Office of County Auditor,)

I, Kirk Peysar, Auditor, of the County of Aitkin, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the 26th day of June A.D., 2012, and that the same is a true and correct copy of the whole thereof.

WITNESS MY HAND AND SEAL OF OFFICE at Aitkin, Minnesota, this 26th day of June A.D., 2012

KIRK PEYSAR, County Auditor
BY _____, Deputy

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



To: Chairperson, Aitkin County Board of Commissioners Date: 6-20-12

Via: Patrick Wussow, County Administrator

From: Kirk Peysar, County Auditor

Title of Item:

2012 Aitkin County Fair

Requested Meeting Date: 6-26-12 Estimated Presentation Time: 15 min.

Presenter: Kirk Peysar, County Fair Secretary/Treasurer

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 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) Aitkin County Fair fliers

Provide (1) copy of supporting documentation NO LATER THAN Wednesday at Noon to make the Board's agenda for the following Tuesday. (If your packet contains colored copies, please provide (4) paper copies of supporting documentation as we do not have a color printer or copier.) Items WILL NOT be placed on the Board agenda unless complete documentation is provided for the Board packets.

The 122-Year-Old Aitkin County Fair



Support the Fair!

AITKIN COUNTY FAIR **ADMISSION \$2.00 DAILY**
FOR PEOPLE OVER 16 YEARS OF AGE
OR **BUY A BUTTON FOR \$5.00!** WEAR IT TO
GET IN EVERYDAY & SUPPORT THE FAIR!

**ENJOY THESE EVENTS EVERY DAY
AT AITKIN COUNTY FAIR • JULY 10-14, 2012**

Animal judging • Commercial vendors • Food vendors
Crescent City Amusement
Home activities open class exhibits • 4-H exhibit buildings

Find all the info online at
[www.aitkincountyfair.org!](http://www.aitkincountyfair.org)
[Facebook.com/Aitkin County Fair](https://www.facebook.com/AitkinCountyFair)

2012 FAIR SCHEDULE

Tuesday, July 10

- Entry Day 8am-5pm

Wednesday, July 11

- Midway opens at 1pm
- 7th Annual Farm Olympics
(Livestock Show Arena) 5pm
- Squeak the Clown 5pm

Thursday, July 12

- Midway opens at 1pm
- Kira Caricatures
- Horse Fun Show (Horse Arena) 4pm
- Wood Picks 4/6/7pm
- Kid's Pedal Tractor Pull (Midway) 6pm
- Teen Dance with "OnSet" 7-10p.m. Show Arena

Family
Day!

Friday, July 13

- Midway opens at 1pm
- Stock & Legend Car Races (Grandstand) 6pm

Saturday, July 14

- Midway opens at 1pm
- CMCA Riverboat Beef Show
(Livestock Show Arena) 10am
- Classic Tractor Parade 3pm
- Baja Races 6pm
- Concert & Street Dance with "Sugar Buzz" 8pm

BUILDINGS ARE OPEN DURING THE FOLLOWING TIMES:

Wednesday noon to 9pm

Thursday 10am-9pm

Friday 10am-9pm • Saturday 10am-5pm

PARKING \$1.00 • ADMISSION \$2.00 EVERY DAY FOR PEOPLE OVER 16 YEARS OF AGE

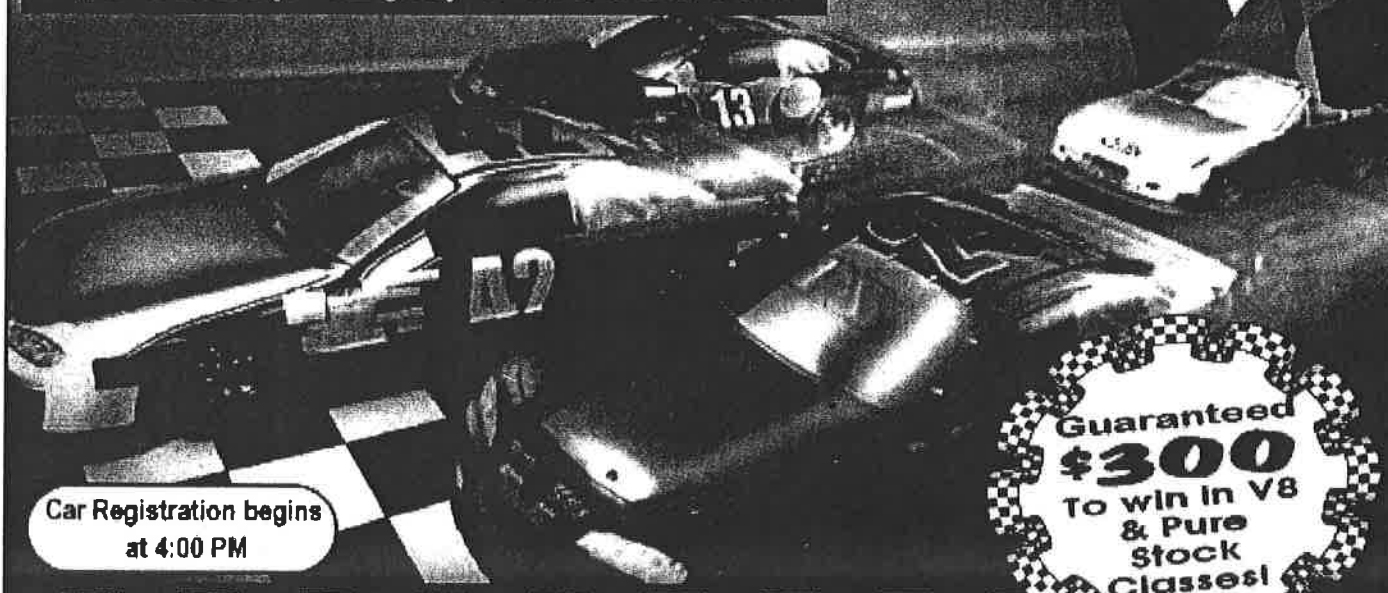
FRIDAY, July 13, 2012

Aitkin County Fairgrounds

RACE

ADMISSION \$8.00

\$5 Kids(4-12 yrs) 3 & Under Free



Car Registration begins
at 4:00 PM

Guaranteed
\$300
To win in V8
& Pure
Stock
Classes!

HOT LAPS
6:15 PM
RACES
7:00 PM

PURE STOCK
V8'S
(STREET STOCKS WELCOME)
HORNETS
VINTAGE STOCKCARS

For more info: email Roland Hill at: hill@mlecwb.net or
call Steve Louk at 218.940.1126

www.aitkincountyfair.org

BAJA RALLY RACES

AITKIN COUNTY FAIRGROUNDS



\$5 entry fee for each car

Pit gates open 3:30 pm to 5 pm

Drivers Meeting 5:30 pm

Hotlaps 5-5:25 pm

Show starts at 6 pm

(See rules on next page.) The cost to the pit area is the same as the grandstand for the pit crew and drivers, but please limit the amount of pit crew for each car.

Saturday, July 14 • 6 pm

Over 99" wheel base - 4 cylinder, front wheel drive

Small pickups - 4 and 6 cylinder, rear wheel drive

99" and under wheel base - 4 cylinder, front wheel drive

6" cylinder front wheel drive, any wheel base

Powder Puff, one race, women jump in a car and RACE!

* Drivers **MUST BE 15** years of age or older.

Double check your wheelbase and motor to ensure your class.

If in doubt call Keith Borg at 851-2628,

Chad Erlandson at 825-7850

or Randy Borg at 851-0348.

Tropies only, no payout.

**Trophy
Awarded for
Best Appearing
Car!**

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



To: Chairperson, Aitkin County Board of Commissioners Date: _____

Via: Patrick Wussow, County Administrator

From: Penny Harms, Veterans Service Officer

Title of Item:

Veterans Service Office Report

Requested Meeting Date: 6-26-12 Estimated Presentation Time: 15 minutes

Presenter: Penny Harms, Veterans Service Officer

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 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) Report

Provide (1) copy of supporting documentation NO LATER THAN Wednesday at Noon to make the Board's agenda for the following Tuesday. (If your packet contains colored copies, please provide (4) paper copies of supporting documentation as we do not have a color printer or copier.) Items WILL NOT be placed on the Board agenda unless complete documentation is provided for the Board packets.

AITKIN COUNTY VETERAN SERVICES

Penny Harms
Veterans Service Officer
217 Second Street N.W. Room 130
Aitkin, MN 56431
218-927-7320
888-404-7320
Fax: 218-927-7374

To: Aitkin County Board of Commissioners

From: Penny Harms, VSO

RE: Veterans Service Office Report

Date: June 20, 2012

I would like to present an update on the Veterans Service Office at the June 26, 2012 Aitkin County Board Meeting.

Sincerely,



Penny Harms
Veterans Service Officer

Encl

Veterans Service Office Report

June 19, 2012

The number of Veterans living in Aitkin County in FY 2011 is approximately 2,290

- I. Veterans Services Office data – January 1, 2011 – Dec 31, 2011
 - a. 800 office visits
 - b. 14 outreach visits in McGregor, 7 visits to veterans homes or nursing home
 - c. 120 new clients
 - d. 57 new veterans signed up for VA medical benefits
 - e. 925 forms completed and mailed to the VA
 - f. 3900 files edited in VIMS (Veterans Information Management System)

- II. 2011 Vet Van Statistics
 - a. 169 trips to Mpls and St. Cloud
 - b. 262 veterans rode the Aitkin County Veterans van.
 - c. Total Expenses - \$16,782
 - d. Reimbursements - \$12,562
 - e. Net expenses for vet van \$4,219.

- III. Federal Benefits to Aitkin County Veterans FY 2011
 - a. Compensation and Pension - \$ 5,680,000
 - b. Education and Vocational Rehabilitation - \$ 117,000
 - c. Insurance and indemnities – \$55,000
Total Federal VA \$s coming directly to veterans in Aitkin County = \$ 5,852,000.
That is up almost 1 million dollars from last year and all of that is for compensation and pension (FY10 total = \$4,904,000)
 - d. VA Medical Care - \$6,365,000
Total Federal VA expenditures to Aitkin County Vets for FY2011 = \$12,217,000

- IV. MN Department of Veterans Affairs State Soldier's Assistance Program to Aitkin County Veterans – Dental, Optical, Subsistence, and Special Needs Grants. **Total - \$61,995 (double the amount from 2011)**
Special needs grants for 2011 included money for foreclosure prevention, sewer installations, well installation, new furnaces and costs to move and set up a handicap accessible mobile home.

- V. Minnesota Assistance Council to Veterans (MACV) Assistance to Aitkin County Veterans for 1 time emergency fund payments for rent, utilities, etc; and subsistence to families having financial difficulties
 - a. **Total for 2011 is approximately 8,000**
 - b. Currently subsidizing 1 veteran and his family in Aitkin County

- VI. VA grant monies received from MN Department of Veterans Affairs
 - a. **FY 10 – FY 11 \$25,000** for advertising
 - b. **FY 11 – FY 12 \$14,500** for Aitkin County veterans van.
 - c. At this time there are no grant monies available through the MNDVA.

Efforts to assist veterans in obtaining employment.

According to an article in the StarTribune in February 2012. Minnesota's unemployment rate for veterans who have served after the September 11 attacks is almost 23 percent. This is more than 3 times the state's overall unemployment rate.

Many new programs are being developed and implemented to assist veterans in obtaining employment.

VRAP – Veterans Retraining and Assistance Program offers up to 12 months of training in a high demand skill to unemployed veterans who are not eligible for other VA education programs. This program is available for veterans between 35 and 60 who are currently unemployed.

Career and job fairs are offered at Central Lakes College in Brainerd for Veterans. They are also offering National Career Readiness Certificate Testing for recent veterans.

Effective April 19, 2012, MN Veterans Preference points increased to 10 points for veterans and 15 points for veterans with service connected disability applying for local government positions.

Effective August 1, 2012, state agencies can choose to appoint a disabled veteran with 30% or more service connected disability to a classified position without interviewing other candidates as long as the veteran is qualified for the position.

Tax credits are offered to private employers for hiring vets.

Veteran owned businesses are also given preference in awarding government contracts.

Beyond the Yellow Ribbon

Aitkin County Beyond the Yellow Ribbon Chapter is working to provide assistance to veterans and their families. We have numerous volunteers willing to provide services such as lawn mowing, mentoring and even minor home repair.

Our biggest obstacle is that we do not know who the recent returning veterans are or even how many. But we have a network of volunteers willing and ready to help in whatever way we can. Our group has also decided to extend our assistance any veteran or military family regardless of when and where they were in the military.

Disaster Relief Grants

The MN Department of Veterans Affairs Disaster Relief Grants are for veterans affected by flooding and or storms since Jun 13, 2012. Veterans and their families can apply for up to \$750 in reimbursement if they have not received other state or federal assistance.

Disaster Relief Grants Available for Minnesota Veterans and Families

As a result of recent flooding and storms, the Minnesota Department of Veterans Affairs is offering Disaster Relief Grants for reimbursable expenses to Veterans in Aitkin, Carlton, Cook, Dakota, Goodhue, Lake, Rice and St Louis County, per the Governor's Emergency Executive Order 12-09.

Veterans, their families and surviving spouses may be eligible for reimbursement assistance funds of up to \$750 if they have not received other state or federal assistance.

Veterans and their families in Aitkin County should contact Penny Harms, Aitkin County Veterans Service Officer at 218-927-7320, 888-404-7320 , or penny.harms@co.aitkin.mn.us to apply for a Disaster Relief Grant. Benefits must be applied for no later than September 30th, 2012