

ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS November 6, 2012 – BOARD AGENDA

- 9:00** 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 October 23, 2012 – November 6, 2012
B) Approve 10/23/12 County Board Minutes
C) Approve Commissioner Warrants
D) Approve Auditor Warrants – School Advance
E) Approve Auditor Warrants – Real Estate Tax Overpays
F) Acknowledge McGregor Area Lions Club Donation to STS - \$1,500.00
G) Approve Fire Protection Contract with Ball Bluff Township
H) Approve Resolution – Set Timber Sale Dates
- 9:05** 3) **Patrick Wussow, County Administrator**
A) Employee Recognition
- 9:10** 4) **John Welle, County Engineer**
A) Approve Resolution – Advance Payment of 2013 State-Aid
B) Approve Resolution – Partial Vacation of County Road 85 Right of Way
- 9:20** 5) **Lori Grams, Treasurer**
A) Third Quarter Investment Report
- 9:30** 6) **Rich Courtemanche, Assistant Land Commissioner**
A) Power Point Presentation - Geocaching
- 9:50** 7) **Patrick Wussow, County Administrator**
A) 2013 Budget – Appropriations and Tourism Grant Discussion
B) Personnel Committee Recommendations
1. PT Cook – LLCC
2. FT Recreation Specialist – Land Dept.
- 11:15** Break

(Note: 2-Page Agenda)

* 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.**

- 11:30 8) Board Discussion
Mark Wedel – Airport, Historical Society, Sobriety Court
Laurie Westerlund – AMC District Meeting, Extension
Don Niemi –
Brian Napstad – AMC District Mtg
Anne Marcotte – Forest Advisory, Arrowhead, MRCC, AMC District Mtg
A) Environmental and Natural Resources Policy Committee Meeting
B) 2013 Legislative Priorities
- 12:45 9) Adjourn

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AITKIN COUNTY BOARD

October 23, 2012

The Aitkin County Board of Commissioners met this 23rd day of October, 2012 at 9:03 a.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 Marcotte and carried, all members voting yes to approve the October 23, 2012 amended agenda. Item 4A – Approve Social Host Ordinance was removed. This item will be placed back on the agenda in November, after final review by the Ordinance Committee.

Motion by Commissioner Napstad, seconded by Commissioner Marcotte and carried, all members voting yes to approve the Consent Agenda as follows: A) Correspondence File: October 9, 2012 – October 22, 2012; B) Approve County Board Minutes: October 9, 2012; C) Approve Resolution – Exempt Permit LG220 of the Jacobson Landing Recreation Area; D) Approve Resolution – Form LG230 of the Minnewawa Sportsmen’s Club; E) Approve Auditor Warrants – September Sales & Use Tax: General Fund \$695.48, Road & Bridge \$2,084.93, Health & Human Services \$17.40, State \$14,009.50, Trust \$29.27, Forest Development \$552.93, Long Lake Conservation Center \$18.76 for a total of \$17,408.27; F) Approve Commissioner Warrants: General Fund \$83,164.05, Road & Bridge \$57,650.75, Health & Human Services \$1,057.75, State \$180.00, Trust \$7,132.33, Forest Development \$26,125.58, Long Lake Conservation Center \$8,637.32 for a total of \$183,947.78, G) Acknowledge Association of Minnesota Emergency Managers 2012 Certificate of Commendation – Shamrock Township; H) Approve Secretary of State Recount Agreement; I) Approve Resolution – Forslin Repurchase; J) Approve (2) Resolutions – Final Contract Payment S.A.P. 01-600-015, and Final Contract Payment S.A.P. 01-606-015, etc.

Under the consent agenda, motion for a resolution by Commissioner Napstad, seconded by Commissioner Marcotte and carried, all members voting yes to approve resolution – Exempt Permit Form LG220 of the Jacobson Landing Recreation Area:

BE IT RESOLVED, The Aitkin County Board of Commissioners agree to approve the Application for Exempt Permit – Form LG220 – of the Jacobson Landing Recreation Area, at the following location – Forestry Station Bar & Grill, which has an address of 67807 State Hwy 65, Jacobson, MN 55752 – Ball Bluff Township. (Note: Date of activity for Raffle – February 16, 2013)

Under the consent agenda, motion for a resolution by Commissioner Napstad, seconded by Commissioner Marcotte and carried, all members voting yes to approve resolution – Form LG230 of the Minnewawa Sportsmen’s Club:

BE IT RESOLVED, the Aitkin County Board of Commissioners agree to approve the Application to Conduct Off-Site Gambling - Form LG230 - of the Minnewawa Sportsmen’s Club at the following location – 4 miles East of McGregor (Goshawk St.) on Lake Minnewawa, McGregor, MN 56431– Shamrock Township. (Note: Date of activity for Raffle – February 09, 2013)

CALL TO ORDER

APPROVED AGENDA

CONSENT AGENDA

RESOLUTION 102312-101 EXEMPT PERMIT LG220 OF THE JACOBSON LANDING RECREATION AREA

RESOLUTION 102312-102 FORM LG230 OF THE MINNEWAWA SPORTSMEN’S CLUB

Under the consent agenda, motion for a resolution by Commissioner Napstad, seconded by Commissioner Marcotte and carried, all members voting yes to approve resolution – Forslin Repurchase:

WHEREAS, Alma A. Forslin c/o James Lang, the former owner has made and filed an application with the County Auditor for the repurchase of the hereinafter described parcel of tax forfeited land, in accordance with the provisions of Minnesota Statutes 1945, Section 282.241, of amended, which land is situated in the County of Aitkin, Minnesota and described as follows, to-wit:

.40 ac of Northeast Quarter of the Southwest Quarter (NE-SW) in Book 112 Dds page 59 Section Three (3) Township Forty-nine (49) Range Twenty-three (23)

AND WHEREAS, said applicant has set forth in his application that:

- a) a hardship and injustice has resulted because of forfeiture of said land, for the following reasons, to-wit:
 - There was a lack of funds to pay at the time it was due. We thought that we had till August 31st to pay and was going to pay at that time. Enclosed is the notice, we are sorry we missed the date. Others also have an interest in the property.
- b) that the repurchase of said land by me will promote and best serve the public interest, because:
 - We will make all tax payments on time from now on. We will take care of the property and improve it. Thank you. We have owned this for a very long time!

AND WHEREAS, this board is of the opinion that said application should be granted for such reasons.

NOW THEREFORE BE IT RESOLVED, that the application of Alma A. Forslin, c/o James Lang for the purchase of the above described parcel of tax forfeited land be and the same is hereby granted and the County Auditor is hereby authorized to permit such repurchase according to the provisions of Minnesota Statutes 1945, Section 282.241 as amended.

Under the consent agenda, motion for a resolution by Commissioner Napstad, seconded by Commissioner Marcotte and carried, all members voting yes to approve resolution – Final Contract Payment S.A.P. 01-600-015:

WHEREAS, Contract No. 20119– Project Nos. SAP 01-600-15 – Culvert Replacement, Grading, Aggregate Base and Shoulder, and Bituminous Base has in all been completed, and the County Board being fully advised in the premises,

NOW THEN BE IT RESOLVED, that we do hereby accept said completed projects for and in behalf of the County of Aitkin and authorize final payment to Anderson Brothers Construction in the amount of \$7,968.43 as specified herein.

Under the consent agenda, motion for a resolution by Commissioner Napstad, seconded by Commissioner Marcotte and carried, all members voting yes to approve resolution – Final Contract Payment S.A.P. 01-606-015, etc.:

**RESOLUTION
102312-103
FORSLIN
REPURCHASE**

**RESOLUTION
102312-104
FINAL CONTRACT
PAYMENT
S.A.P. 01-600-015**

AITKIN COUNTY BOARD

October 23, 2012

WHEREAS, Contract No. 20117– Project Nos. SAP 01-632-05, SAP 01-606-15, and CP 01-90-17 – Aggregate Base and Shoulder, Bituminous Base and Wear, Overlay, and Patching has in all been completed, and the County Board being fully advised in the premises,

NOW THEN BE IT RESOLVED, That we do hereby accept said completed projects for and in behalf of the County of Aitkin and authorize final payment to Anderson Brothers Construction in the amount of \$23,175.21 as specified herein.

Motion by Commissioner Westerlund, seconded by Commissioner Marcotte and carried, all members voting to close the meeting under MN Statute 13D.03 Subd. 1(b) Labor Negotiations at 9:08 a.m.

Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members voting to reopen the meeting at 10:57 a.m.

Break: 10:57 a.m. to 11:13 a.m.

Terry Neff, Environmental Services Director reviewed a draft Aitkin County Lake Improvement District policy with the Board. After revisions are made, it will be brought back to the Board for final approval.

Bobbie Danielson, Human Resources Manager presented Personnel Committee recommendation to the Board.

County Administrator Patrick Wussow, Human Resources Manager Bobbie Danielson, and Land Commissioner Mark Jacobs discussed the concerns and need to hire LLCC Business and Marketing Manager. The position of Executive Director has been vacant due to a resignation since October 2011. This new position has been created to replace the Executive Director position. Motion by Commissioner Westerlund, seconded by Commissioner Marcotte and carried (4-1 Napstad), to approve filling this position.

Commissioner Anne Marcotte left at 12:18 p.m.

Mike Dangers, County Assessor provided a flood reassessment summary and property tax relief update to the Board.

Motion for a resolution by Commissioner Westerlund, seconded by Commissioner Niemi and carried (4-0 Marcotte absent), to approve resolution - Request for Reimbursement of Property Tax Relief:

WHEREAS, the County of Aitkin experienced a devastating flood in June 2012, and;

**RESOLUTION
102312-105
FINAL CONTRACT
PAYMENT
S.A.P. 01-606-015,
ETC.**

CLOSED MEETING

OPEN MEETING

BREAK

**PROPOSED LID
POLICY**

**PERSONNEL
COMMITTEE**

**LLCC BUSINESS
& MARKETING
MANAGER**

**MARCOTTE
LEAVES**

**FLOOD UPDATE –
ASSESSOR’S
OFFICE**

**RESOLUTION
102312-106**

WHEREAS, said disaster caused extensive property damage to residential, agricultural, and seasonal properties in the County of Aitkin, and;

WHEREAS, the County of Aitkin has been declared a disaster area by a Presidential Disaster declaration, and;

WHEREAS, Minnesota Statutes, sections 273.1231 – 273.1235 provide for property tax relief upon reassessment of properties damaged by disaster, and upon application to the Governor of the State of Minnesota and the Executive Council, and;

WHEREAS, the minimum requirements of the aforementioned statutes have been met as demonstrated in the attached damage assessment reports;

NOW, THEREFORE, BE IT RESOLVED by the County of Aitkin that the County of Aitkin hereby requests that the property tax abatements and credits granted to property owners under sections 273.1231 – 273.1235 for the disaster that occurred in June 2012 be reimbursed pursuant to the provisions of Minnesota Statutes, sections 273.1231 – 273.1235.

Penny Harms, Veterans Service Office discussed a \$2,298.00 Community Outreach grant from the Minnesota Department of Veterans Affairs, offered to the Aitkin County Veterans Service Office. Motion for a resolution by Commissioner Westerlund, seconded by Commissioner Napstad and carried (4-0 Marcotte absent), all members voting yes to approve resolution – CVSO Community Outreach Grant Program:

BE IT RESOLVED by **Aitkin County** that the County enter into the **Grant Contract** with the Minnesota Department of Veterans Affairs (MDVA) to conduct the following program: **County Veterans Service Office Community Outreach Grant Program**. The grant must be used for community outreach as defined in Minn. Stat. 197.608, to all eligible veterans regarding the availability of benefits they have earned and especially those relating to posttraumatic stress disorder for all veterans, including World War II, Korean War, and Vietnam War era veterans, and should not be used to supplant or replace other funding.

BE IT FURTHER RESOLVED by **Aitkin County** that the County Veterans Service Officer, **Penny Harms** be authorized to execute the Grant Contract for the above-mentioned program on behalf of the County.

Patrick Wussow, County Administrator reviewed 2012 Third Quarter Revenue and Expenditure report with the Board.

Patrick Wussow, County Administrator discussed with the Board whether or not to schedule a State Auditor’s Exit Conference for the 2011 Aitkin County Audit. The Board requested the County Administrator schedule a teleconference at a future Board meeting.

Break: 12:41 p.m. to 12:49 p.m.

REQUEST FOR REIMBURSEMENT OF PROPERTY TAX RELIEF

RESOLUTION 102312-107 CVSO COMMUNITY OUTREACH GRANT PROGRAM

3rd QUARTER REVENUE & EXPENDITURES

2011 AITKIN COUNTY AUDIT

BREAK

AITKIN COUNTY BOARD

October 23, 2012

During the meeting the Board discussed: i) CMCC, ii) LMC, iii) Kinship, iv) DAC, v) HRA, vi) P&Z, vii) Mille Lacs Watershed, viii) BSLA, ix) LID, x) ARDC, xi) MHB, xii) Wetlands EO, xiii) MRCC, xiv) ACAT Hazelton Twp, xv) Snake River, xvi) Operation Community Connect , xvii) Budget

Commissioner Brian Napstad left at 1:29 p.m.

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried (3-0 Marcotte/Napstad absent) authorizing County Board Chair to provide a carte blanche letter of support for Kinship of Aitkin grant applications.

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried (3-0 Marcotte/Napstad absent), to adjourn the meeting at 1:52 p.m. until Tuesday, November 6, 2012 at 9:00 a.m.

**BOARD
DISCUSSION**

NAPSTAD LEAVES

**KINSHIP LETTER
OF SUPPORT**

ADJOURN

J. Mark Wedel, Chairperson
Aitkin County Board of Commissioners

Patrick Wussow, County Administrator

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

DKB1

11/2/12 1:46PM

1 General Fund

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 2

	<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>
0	DEPT		Undesignated		
	5398 CDW Government, Inc				
	01-000-000-0000-2561		5,249.72		Technology Fund Carryover (Unallocated)
	01-000-000-0000-2561		5,338.41		Technology Fund Carryover (Unallocated)
	5398 CDW Government, Inc		10,588.13		
				2 Transactions	
0	DEPT Total:		10,588.13	Undesignated	1 Vendors 2 Transactions

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
40	DEPT			Auditor		
88012	Aitkin Co Auditor 01-040-021-0000-6205		200.00	Postage-Deputy Reg.083		Postage
88012	Aitkin Co Auditor		200.00	1 Transactions		
208	American Solutions For Business 01-040-000-0000-6405		109.83	1099Misc & 1099S Forms	01258051	Office & Computer Supplies
208	American Solutions For Business		109.83	1 Transactions		
1457	CPS Technology Solutions, Inc 01-040-000-0000-6231		60.50	November Maintenance	361053	Services, Labor, Contracts
	01-040-000-0000-6231		26.40	November Maintenance	361053	Services, Labor, Contracts
1457	CPS Technology Solutions, Inc		86.90	2 Transactions		
86235	Office Shop Inc/The 01-040-000-0000-6405		35.22	Notary Stamp for Liz Harmon	261928-0	Office & Computer Supplies
	01-040-021-0000-6405		97.99	TONER	923664-0	Office & Computer Supplies
	01-040-000-0000-6405		6.58	(2) boxes rubber bands	924460-0	Office & Computer Supplies
86235	Office Shop Inc/The		139.79	3 Transactions		
3267	Peysar/Kirk 01-040-000-0000-6330		33.30	Mileage-MCIS mtg-Brnd-10/25	60@.555	Transportation & Travel
3267	Peysar/Kirk		33.30	1 Transactions		
40	DEPT Total:		569.82	Auditor	5 Vendors	8 Transactions

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 1 General Fund

Aitkin County



Audit List for Board COMMISSIONER'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>
42	DEPT			Treasurer		
	4233 S & T Office Products Inc					
	01-042-000-0000-6405		49.88	Calendars	01PL6700	Office & Computer Supplies
	4233 S & T Office Products Inc		49.88	1 Transactions		
42	DEPT Total:		49.88	Treasurer	1 Vendors	1 Transactions

Aitkin County



Audit List for Board COMMISSIONER'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>
43	DEPT			Assessor		
	1457 CPS Technology Solutions, Inc					
	01-043-000-0000-6231		46.20	November Maintenance	361053	Services, Labor, Contracts
	1457 CPS Technology Solutions, Inc		46.20	1 Transactions		
	10330 Dangers/Mike					
	01-043-000-0000-6330		92.37	mileage reimbursement	10/24/12	Transportation & Travel & Parking
	01-043-000-0000-6330		6.00	parking reimbursement	10/24/12	Transportation & Travel & Parking
	10330 Dangers/Mike		98.37	2 Transactions		
43	DEPT Total:		144.57	Assessor	2 Vendors	3 Transactions

Aitkin County



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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
44	DEPT		Central Services		
86222	Aitkin Independent Age				
	01-044-000-0000-6230		request for Prop/Dental Ins.	1483	Printing, Publishing & Adv
	01-044-000-0000-6230		request for Prop/Dental Ins.	1483	Printing, Publishing & Adv
	01-044-000-0000-6230		request for Prop/Dental Ins.	1483	Printing, Publishing & Adv
86222	Aitkin Independent Age		3 Transactions		
783	Canon Financial Services, Inc				
	01-044-000-0000-6231		Copier Contract-019	12210120	Services, Labor, Contracts
783	Canon Financial Services, Inc		1 Transactions		
3455	Motorola Inc				
	01-044-000-0000-6900		2nd payment-Armer Radio System	41172343	Transfers
3455	Motorola Inc		1 Transactions		
11120	Nardini Fire Equipment Co.,Inc				
	01-044-000-0000-6231		Fire Drill Svc call/Labor	420605	Services, Labor, Contracts
11120	Nardini Fire Equipment Co.,Inc		1 Transactions		
44	DEPT Total:		Central Services	4 Vendors	6 Transactions
		688,171.62			

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
49	DEPT			Information Technologies		
5398	CDW Government, Inc 01-049-000-0000-6625		1,292.01	MS Server 2012 Std License	S391887	As/400, Computer & Office Equip.
5398	CDW Government, Inc		1,292.01	1 Transactions		
1457	CPS Technology Solutions, Inc 01-049-000-0000-6231		106.51	November Maintenance	361053	Programming, Services, Contracts
	01-049-000-0000-6231		1,317.87	IBM 1 Yr SW Maintenance	361102	Programming, Services, Contracts
1457	CPS Technology Solutions, Inc		1,424.38	2 Transactions		
88880	Datacomm Computers & Networks Inc 01-049-000-0000-6405		109.01	CAT5E Jacks	6324	Office Supplies (Non Computer)
88880	Datacomm Computers & Networks Inc		109.01	1 Transactions		
9983	IBM Corporation 01-049-000-0000-6625		10,541.31	2 File Servers	7337088	As/400, Computer & Office Equip.
	01-049-000-0000-6625		7,020.20	File Server	7337089	As/400, Computer & Office Equip.
9983	IBM Corporation		17,561.51	2 Transactions		
11898	IT Savvy 01-049-000-0000-6231		2,603.48	Kaspersky Anti-Virus	854154	Programming, Services, Contracts
11898	IT Savvy		2,603.48	1 Transactions		
49	DEPT Total:		22,990.39	Information Technologies	5 Vendors	7 Transactions

DKB1
 11/2/12 1:46PM
 1 General Fund

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
52	DEPT			Administration/Personnel Dept		
12048	McDowell Agency, Inc./The 01-052-000-0000-6234		74.00	Background Screening	37126	Background Check Fee
12048	McDowell Agency, Inc./The		74.00	1 Transactions		
86235	Office Shop Inc/The 01-052-000-0000-6405		26.71	Easel pad	261323-0	Office & Computer Supplies
	01-052-000-0000-6405		27.33	Manila folders, 2 desk planner	923992-0	Office & Computer Supplies
86235	Office Shop Inc/The		54.04	2 Transactions		
10294	Wussow/Patrick 01-052-000-0000-6340		33.00	meals/AMC Distr.1 Conference	10/25-10/26	Meals(Overnight)
10294	Wussow/Patrick		33.00	1 Transactions		
52	DEPT Total:		161.04	Administration/Personnel Dept	3 Vendors	4 Transactions

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 1 General Fund

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
60	DEPT			Elections		
11051	Department of Human Services 01-060-000-0000-6405		77.95	Mailing services/PVC's	A300IC01115I	Office & Computer Supplies
11051	Department of Human Services		77.95	1 Transactions		
86235	Office Shop Inc/The 01-060-000-0000-6405		9.62	6 LETTER OPENERS	923806-0	Office & Computer Supplies
	01-060-000-0000-6405		79.48	3 BOXES DYMO LABELS	923806-0	Office & Computer Supplies
86235	Office Shop Inc/The		89.10	2 Transactions		
60	DEPT Total:		167.05	Elections	2 Vendors	3 Transactions

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
90	DEPT			Attorney		
117	Aitkin County Sheriff 01-090-000-0000-6250		33.07	J. Ratz Verizon useage 10/11/2012 11/10/2012	12-0301	Telephone
117	Aitkin County Sheriff		33.07	1 Transactions		
880	Carlton County Sheriff's Office 01-090-000-0000-6234		40.00	Summons 01CV12615	1221125	Co Sheriff Services
880	Carlton County Sheriff's Office		40.00	1 Transactions		
3150	Mille Lacs Co Sheriff 01-090-000-0000-6234		148.00	Subpoena x2 01CR11936	4422	Co Sheriff Services
3150	Mille Lacs Co Sheriff		148.00	1 Transactions		
3363	Minnesota State Bar Association 01-090-000-0000-6406		82.29	Quicksheets	547455	Law Publ. & Subscriptions
3363	Minnesota State Bar Association		82.29	1 Transactions		
6039	Motherway/Michele 01-090-000-0000-6330		68.82	Mileage/MCAA training	124@.555	Transportation & Travel & Parking
	01-090-000-0000-6240		76.50	renew MN Paralegal Association	4747976293	Dues & Registration Fee
6039	Motherway/Michele		145.32	2 Transactions		
3520	NDA 01-090-000-0000-6240		95.00	2013 Dues	36581-XCWNWK	Dues & Registration Fee
3520	NDA		95.00	1 Transactions		
86235	Office Shop Inc/The 01-090-000-0000-6625		933.48	Quarterly Copy Count	261953-0	Office Equipment
86235	Office Shop Inc/The		933.48	1 Transactions		
11949	Swanson/Sondra 01-090-000-0000-6330		33.30	Mileage-MCAA Prof.Trng-Swanson	60@.555	Transportation & Travel & Parking
11949	Swanson/Sondra		33.30	1 Transactions		
11116	Trapp/Rebecca 01-090-000-0000-6208		174.90	Mileage/Meals Reimbursment 10/16/2012 10/18/2012	268@.555	Training/Education

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 1 General Fund

Aitkin County



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Vendor Name	<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>
11116 Trapp/Rebecca		174.90	1 Transactions		
90 DEPT Total:		1,685.36	Attorney	9 Vendors	10 Transactions

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
110	DEPT			Courthouse Maintenance		
657	Aitkin Glass Service 01-110-000-0000-6590		163.40	window repair-MP garage	8492	Repair & Maintenance
657	Aitkin Glass Service		163.40	1 Transactions		
86222	Aitkin Independent Age 01-110-000-0000-6230		147.72	Sub.Custodians Ad	1483	Printing, Publishing & Adv
86222	Aitkin Independent Age		147.72	1 Transactions		
88628	Dalco 01-110-000-0000-6422		94.15	toilet tissu&multi fold towels	2522468	Janitorial Supplies
88628	Dalco		94.15	1 Transactions		
1598	Ferraras Htg Air Cond & Refrig Inc 01-110-000-0000-6590		198.06	clean/reinsulate 2 fans units	6111	Repair & Maintenance
1598	Ferraras Htg Air Cond & Refrig Inc		198.06	1 Transactions		
1880	Gravelle Plumbing & Heating, Inc 01-110-000-0000-6590		34.13	Elongated Closet Seat	62141	Repair & Maintenance
1880	Gravelle Plumbing & Heating, Inc		34.13	1 Transactions		
2186	Hillyard Inc - Kansas City 01-110-000-0000-6422		290.24	filter bags/toilet tissue/soap	600436563	Janitorial Supplies
	01-110-000-0000-6422		148.60	Towel Rolls	600438268	Janitorial Supplies
	01-110-000-0000-6422		38.12	Kit VP Switch Power Cord	600445294	Janitorial Supplies
2186	Hillyard Inc - Kansas City		476.96	3 Transactions		
11889	Honeywell International Inc. 01-110-000-0000-6231		90.72	Fix Fall start up problems	1026643	Services, Labor, Contracts
11889	Honeywell International Inc.		90.72	1 Transactions		
9692	Minnesota Energy Resources Corporation 01-110-000-0000-6254		433.46	Gas-Current Bill	4323328-7	Utilities & Heating
	01-110-000-0000-6254		14.26	Gas-Current Bill	4911601-5	Utilities & Heating
9692	Minnesota Energy Resources Corporation		447.72	2 Transactions		
11120	Nardini Fire Equipment Co.,Inc 01-110-000-0000-6231		462.28	Fix Door Holders 2nd Floor	420606	Services, Labor, Contracts

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Audit List for Board COMMISSIONER'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 #	
11120 Nardini Fire Equipment Co.,Inc		462.28	1 Transactions	
3950 Public Utilities				
01-110-000-0000-6254		1,525.20		Utilities & Heating
01-110-000-0000-6254		92.99		Utilities & Heating
01-110-000-0000-6254		390.75		Utilities & Heating
01-110-000-0000-6254		136.59		Utilities & Heating
01-110-000-0000-6254		105.83		Utilities & Heating
01-110-000-0000-6254		229.42		Utilities & Heating
3950 Public Utilities		2,480.78	6 Transactions	
12287 Skattum/Brett				
01-110-000-0000-6231		8.00		Services, Labor, Contracts
12287 Skattum/Brett		8.00	1 Transactions	
110 DEPT Total:		4,603.92	11 Vendors	19 Transactions

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Vendor No.	Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
120	DEPT			Service Officer		
3093	Jones/Stanley Carter 01-120-000-0000-6350		50.00	Drive Vet Van 10/01/2012	St Cloud	Per Diem
3093	Jones/Stanley Carter		50.00		10/01/2012 1 Transactions	
10567	Lake Country Auto Center Of Aitkin 01-120-000-0000-6302		34.50	rebalance van tires	12414	Car Maintenance
10567	Lake Country Auto Center Of Aitkin		34.50		1 Transactions	
5767	Lamke/Dennis 01-120-000-0000-6350		50.00	Drive Vet Van 10/24/2012	Minneapolis	Per Diem
5767	Lamke/Dennis		50.00		10/24/2012 1 Transactions	
10234	Miller/Conrad 01-120-000-0000-6350		50.00	Drive Vet Van 10/18/2012	Minneapolis	Per Diem
10234	Miller/Conrad		50.00		10/18/2012 1 Transactions	
11256	National Assoc. County Veterans Service 01-120-000-0000-6240		30.00	2012 Dues		Dues
	01-120-000-0000-6240		30.00	2013 Dues		Dues
11256	National Assoc. County Veterans Service		60.00		2 Transactions	
86235	Office Shop Inc/The 01-120-000-0000-6405		26.70	(2) monthly appt.calendars	923991-0	Office & Computer Supplies
	01-120-000-0000-6405		59.03	Calculator,VM log books	924333-0	Office & Computer Supplies
86235	Office Shop Inc/The		85.73		2 Transactions	
3912	Peterson/Richard 01-120-000-0000-6350		50.00	Drive Vet Van 10/02/2012	Minneapolis	Per Diem
3912	Peterson/Richard		50.00		10/02/2012 1 Transactions	
11362	Roscoe/Bernie 01-120-000-0000-6350		50.00	Drive Vet Van 10/12/2012	Minneapolis	Per Diem
					10/12/2012	

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name
			Paid On Bhf #	
11362 Roscoe/Bernie		50.00	1 Transactions	
6097 Verizon Wireless				
01-120-000-0000-6250		13.44	Vet Van Cell Phone	880690364 Telephone
6097 Verizon Wireless		13.44	1 Transactions	
10882 Wark/Charles F.				
01-120-000-0000-6350		50.00	Drive Vet Van	Minneapolis Per Diem
			10/10/2012 10/10/2012	
01-120-000-0000-6350		50.00	Drive Vet Van	St Cloud Per Diem
			10/19/2012 10/19/2012	
10882 Wark/Charles F.		100.00	2 Transactions	
11970 Wikelius/Charles				
01-120-000-0000-6350		50.00	Drive Vet Van	St Cloud Per Diem
			10/05/2012 10/05/2012	
11970 Wikelius/Charles		50.00	1 Transactions	
5960 Wilmo/Wesley S.				
01-120-000-0000-6350		50.00	Drive Vet Van	St Cloud Per Diem
			10/18/2012 10/18/2012	
01-120-000-0000-6350		50.00	Drive Vet Van	St Cloud Per Diem
			10/23/2012 10/23/2012	
5960 Wilmo/Wesley S.		100.00	2 Transactions	
9255 Witt/Warren				
01-120-000-0000-6350		50.00	Drive Vet Van	St Cloud Per Diem
			10/31/2012 10/31/2012	
9255 Witt/Warren		50.00	1 Transactions	
9063 Workman/Jeff				
01-120-000-0000-6350		50.00	Drive Vet Van	Minneapolis Per Diem
			10/26/2012 10/26/2012	
9063 Workman/Jeff		50.00	1 Transactions	
120 DEPT Total:		793.67	Service Officer	14 Vendors 18 Transactions

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Vendor No.	Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
122	DEPT			Planning & Zoning		
783	Canon Financial Services, Inc 01-122-000-0000-6231		338.92	Copier Contract-017	12210118	Services, Labor, Contracts, Programming
783	Canon Financial Services, Inc		338.92	1 Transactions		
799	Fuhrer/Joseph 01-122-000-0000-6231		3,250.00	Contract Inspections 10/22/2012 11/02/2012	10@325	Services, Labor, Contracts, Programming
799	Fuhrer/Joseph		3,250.00	1 Transactions		
9992	Gansen/Peter 01-122-000-0000-6330		108.23	Mileage Reimb.MACPZA Mtg	195@.555	Transportation & Travel
9992	Gansen/Peter		108.23	1 Transactions		
86235	Office Shop Inc/The 01-122-000-0000-6405 01-122-000-0000-6405		56.37 17.62	Calendars, 50 pk CD ROMS office supplies	924209-0 924209-1	Office, Computer, Film, & Field Supplies Office, Computer, Film, & Field Supplies
86235	Office Shop Inc/The		73.99	2 Transactions		
6097	Verizon Wireless 01-122-000-0000-6250		41.65	Monthly Cell phone charges	380690138	Telephone
6097	Verizon Wireless		41.65	1 Transactions		
122	DEPT Total:		3,812.79	Planning & Zoning	5 Vendors	6 Transactions

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
200	DEPT			Enforcement		
12106	ANTOINE ELECTRIC 01-200-000-0000-6231		377.57	install receptacles/evid. room	12144	Services & Labor (Incl Contracts)
12106	ANTOINE ELECTRIC		377.57	1 Transactions		
11960	ASAP Towing 01-200-000-0000-6359		196.39	tow golf cart & 4-wheeler	1268	Wrecker Service
11960	ASAP Towing		196.39	1 Transactions		
4488	Automated Word Professionals 01-200-000-0000-6231		135.00	transcription	12-SO120108	Services & Labor (Incl Contracts)
4488	Automated Word Professionals		135.00	1 Transactions		
1598	Ferraras Htg Air Cond & Refrig Inc 01-200-000-0000-6231		2,880.00	air exchanger-evidence room	6103	Services & Labor (Incl Contracts)
1598	Ferraras Htg Air Cond & Refrig Inc		2,880.00	1 Transactions		
9642	Fleet Services 01-200-000-0000-6511		6,002.52	Gas 09/13/2012 10/15/2012	0424007043961	Gas And Oil
9642	Fleet Services		6,002.52	1 Transactions		
4641	Holiday Credit Office 01-200-000-0000-6511		136.20	gas	1400000288942	Gas And Oil
4641	Holiday Credit Office		136.20	1 Transactions		
5756	KEEPRS, Inc 01-200-000-0000-6410		149.97	uniform pants #207	196368-01	Clothing Allowance
	01-200-000-0000-6410		128.37	uniform shirts #207	198544	Clothing Allowance
	01-200-000-0000-6410		204.96	uniform shirt #207, #222	199170	Clothing Allowance
5756	KEEPRS, Inc		483.30	3 Transactions		
10567	Lake Country Auto Center Of Aitkin 01-200-000-0000-6302		36.99	oil change Xprt van	12356	Car Maintenance
	01-200-000-0000-6302		36.99	oil change #221	12443	Car Maintenance
10567	Lake Country Auto Center Of Aitkin		73.98	2 Transactions		
2707	Lenk/Heidi A. 01-200-003-0000-6330		67.34	mileage reimb.-CRIME 123	148@.455	Transportation & Travel & Parking

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Vendor No.	Name	Account/Formula	Rpt Accr	Amount	Warrant Description	Service Dates	Invoice # Paid On Bhf #	Account/Formula Description	On Behalf of Name
		01-200-003-0000-6330		18.20	mileage reimb.-missing pers.		40@.455	Transportation & Travel & Parking	
2707	Lenk/Heidi A.			85.54		2 Transactions			
3371	Minnesota Sheriffs' Association	01-200-000-0000-6405		55.00	Civil process manual		12-0666	Office Supplies	
3371	Minnesota Sheriffs' Association			55.00		1 Transactions			
6057	Nate's Towing	01-200-000-0000-6359		183.02	Tow Monte Carlo-12-4280		10/17/12	Wrecker Service	
6057	Nate's Towing			183.02		1 Transactions			
86235	Office Shop Inc/The	01-200-000-0000-6405		5.29	stationery		261906-0	Office Supplies	
		01-200-000-0000-6610		180.62	keyboard tray		923453-0	Equipment & Radios	
86235	Office Shop Inc/The			185.91		2 Transactions			
4010	Rasley Oil Company	01-200-000-0000-6511		158.40	SEPTEMBER GAS		AITCOSHERS	Gas And Oil	
4010	Rasley Oil Company			158.40		1 Transactions			
12110	Revelin, LLC	01-200-000-0000-6231		55.00	Replace power outlet #207		19	Services & Labor (Incl Contracts)	
		01-200-000-0000-6231		55.00	Replace power outlet #216		19	Services & Labor (Incl Contracts)	
		01-200-000-0000-6231		330.00	Camera issues #209		19	Services & Labor (Incl Contracts)	
12110	Revelin, LLC			440.00		3 Transactions			
4233	S & T Office Products Inc	01-200-000-0000-6405		4.37	office supplies		01PK9579	Office Supplies	
4233	S & T Office Products Inc			4.37		1 Transactions			
4681	Streichers	01-200-000-0000-6410		92.97	duty belt #204		1967069	Clothing Allowance	
4681	Streichers			92.97		1 Transactions			
6128	Tire Barn	01-200-000-0000-6302		514.19	oil change,4 tires,align #219		22174	Car Maintenance	
6128	Tire Barn			514.19		1 Transactions			
6097	Verizon Wireless								

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
	01-200-000-0000-6250		Monthly Cell phone charges	286090412	Telephone
6097	Verizon Wireless		1 Transactions		
5066	Visa				
	01-200-000-0000-6409		Glock Armorers Tool	#3074	Deputy Supplies
	01-200-000-0000-6409		lithium batteries	#3074	Deputy Supplies
	01-200-000-0000-6409		charger adapter for #225	#3074	Deputy Supplies
	01-200-003-0000-6241		ATOM Enforcement Trg-#223	#3074	Registration Fee
5066	Visa		4 Transactions		
200	DEPT Total:		Enforcement	19 Vendors	29 Transactions
		12,833.52			

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Vendor No.	Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
202	DEPT			Boat & Water		
9642	Fleet Services 01-202-000-0000-6511		506.10	Gas 09/13/2012 10/15/2012	0424007043961	Gas And Oil
9642	Fleet Services		506.10	1 Transactions		
3950	Public Utilities 01-202-000-0000-6254		16.26	B&W		Utilities
3950	Public Utilities		16.26	1 Transactions		
4010	Rasley Oil Company 01-202-000-0000-6511		129.01	SEPTEMBER GAS	AITCOSHERS	Gas And Oil
4010	Rasley Oil Company		129.01	1 Transactions		
6097	Verizon Wireless 01-202-000-0000-6250		34.96	Monthly Cell phone charges	286090412	Telephone
6097	Verizon Wireless		34.96	1 Transactions		
202	DEPT Total:		686.33	Boat & Water	4 Vendors	4 Transactions

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
206	DEPT		Forfeitures		
11960	ASAP Towing 01-206-000-0000-6409		relocate vehicle-SO to HWY	1272	Forfeiture Supplies
11960	ASAP Towing	69.47	1 Transactions		
8791	Menards Baxter 01-206-000-0000-6409	3,552.82	evidence room shelving	8616	Forfeiture Supplies
8791	Menards Baxter	3,552.82	1 Transactions		
206	DEPT Total:	3,622.29	Forfeitures	2 Vendors	2 Transactions

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
252	DEPT			Corrections		
5653	Accurate Controls, Inc 01-252-000-0000-6231		82.50	reload software-PLC power loss	6599	Services & Labor (Incl Contracts)
5653	Accurate Controls, Inc		82.50	1 Transactions		
456	Bob Barker Company, Inc. 01-252-000-0000-6424		91.92	inmate supplies	000241747	Inmate Supplies
456	Bob Barker Company, Inc.		91.92	1 Transactions		
783	Canon Financial Services, Inc 01-252-000-0000-6231		103.50	Copier Contract-016	12210117	Services & Labor (Incl Contracts)
783	Canon Financial Services, Inc		103.50	1 Transactions		
88628	Dalco 01-252-000-0000-6422		432.79	jail paper products	2522467	Janitorial Supplies
88628	Dalco		432.79	1 Transactions		
9642	Fleet Services 01-252-000-0000-6330		334.88	Gas 09/13/2012 10/15/2012	0424007043961	Prisoner Transportation & Travel
	01-252-000-0000-6511		33.69	Gas 09/13/2012 10/15/2012	0424007043961	Gas And Oil
9642	Fleet Services		368.57	2 Transactions		
2186	Hillyard Inc - Kansas City 01-252-000-0000-6422		359.61	janitorial	600436564	Janitorial Supplies
2186	Hillyard Inc - Kansas City		359.61	1 Transactions		
5756	KEEPRS, Inc 01-252-000-0000-6410		90.48	uniform pants-Evans	196508	Clothing Allowance
	01-252-000-0000-6410		291.50	duty belt stock (jail)	197177	Clothing Allowance
5756	KEEPRS, Inc		381.98	2 Transactions		
9692	Minnesota Energy Resources Corporation 01-252-000-0000-6254		49.42	Gas-Current Bill	4058862-6	Utilities & Heating
	01-252-000-0000-6254		371.36	Gas-Current Bill	4244670-8	Utilities & Heating
	01-252-000-0000-6254		665.60	Gas-Current Bill	4334475-3	Utilities & Heating
9692	Minnesota Energy Resources Corporation		1,086.38	3 Transactions		

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
	Amount			
86235 Office Shop Inc/The				
01-252-000-0000-6610	1,063.41	copier for booking room	261683-0	Equipment
01-252-000-0000-6610	1,265.40	copier for booking room	923884-0	Equipment
01-252-000-0000-6610	1,063.41-	return booking copier	C261683-0	Equipment
86235 Office Shop Inc/The	1,265.40			3 Transactions
3789 Pan-O-Gold Baking Company				
01-252-000-0000-6418	102.17	GROCERIES	010024229223	Groceries
01-252-000-0000-6418	142.02	GROCERIES	010024229919	Groceries
3789 Pan-O-Gold Baking Company	244.19			2 Transactions
3950 Public Utilities				
01-252-000-0000-6254	61.01	Sheriff Storage Garage		Utilities & Heating
01-252-000-0000-6254	1,454.81	New Jail		Utilities & Heating
01-252-000-0000-6254	4,929.04	New Jail 2		Utilities & Heating
3950 Public Utilities	6,444.86			3 Transactions
9499 Reliance Telephone Systems, Inc				
01-252-252-0000-6406	1,403.51	phone cards	D9449	Phone Card Prisoner Welfare
01-252-252-0000-6406	935.67	phone cards	D9452	Phone Card Prisoner Welfare
9499 Reliance Telephone Systems, Inc	2,339.18			2 Transactions
84172 Riverwood Healthcare Center				
01-252-000-0000-6262	173.70	healthcare Nelson,T.	V5860796	Medical Expenses & Supplies - Inmates
84172 Riverwood Healthcare Center	173.70			1 Transactions
4233 S & T Office Products Inc				
01-252-000-0000-6405	4.38	office supplies	01PK9579	Office & Computer Supplies
4233 S & T Office Products Inc	4.38			1 Transactions
4681 Streichers				
01-252-000-0000-6410	56.58	uniform nameplates	I967069	Clothing Allowance
4681 Streichers	56.58			1 Transactions
4761 Sysco Minnesota Inc				
01-252-000-0000-6418	2,401.74	GROCERIES	210180167	Groceries
01-252-000-0000-6418	2,729.28	GROCERIES	210250320	Groceries
4761 Sysco Minnesota Inc	5,131.02			2 Transactions

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Vendor Name	<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>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>
6097 Verizon Wireless 01-252-000-0000-6250		66.14	Monthly Cell phone charges	286090412 Telephone
6097 Verizon Wireless		66.14	1 Transactions	
5066 Visa 01-252-003-0000-6332		173.06	Hotel/Crim.Justice conference 09/11/2012 09/12/2012	Mowers/Morriss School Hotels / Motels
01-252-003-0000-6340		36.83	Meals/Crim.Justice conference 09/11/2012 09/12/2012	Mowers/Morriss Schooling Meals
5066 Visa		209.89	2 Transactions	
10005 Watson/Linda 01-252-000-0000-6231		10.00	indigent haircuts	10/25/12 Services & Labor (Incl Contracts)
10005 Watson/Linda		10.00	1 Transactions	
252 DEPT Total:		18,852.59	Corrections	19 Vendors 31 Transactions

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
253	DEPT			Aitkin Co Community Corrections		
7525	Hometown Bldg Supply 01-253-000-0000-6405		18.97	hinge, nails	33188	Operating Supplies
7525	Hometown Bldg Supply		18.97	1 Transactions		
10567	Lake Country Auto Center Of Aitkin 01-253-000-0000-6231		36.12	tire repair on wood chipper	12440	Services, Labor, Contracts
10567	Lake Country Auto Center Of Aitkin		36.12	1 Transactions		
6072	North Homes Inc 01-253-000-0000-6204		598.80	Secure Sep 28	IJC13137	Juvenile Detention
	01-253-000-0000-6204		286.00	Court Transport Aug 9	IJC13248	Juvenile Detention
	01-253-000-0000-6204		176.00	Transport Aug 28	IJC13249	Juvenile Detention
	01-253-000-0000-6204		176.00	Transport Aug 28	IJC13251	Juvenile Detention
	01-253-000-0000-6204		286.00	Transport Aug 9	IJC13252	Juvenile Detention
6072	North Homes Inc		1,522.80	5 Transactions		
3660	Northwood Equipment 01-253-000-0000-6405		66.15	chainsaw chain, parts	P11093	Operating Supplies
	01-253-000-0000-6405		7.27	chainsaw parts	P11378	Operating Supplies
	01-253-000-0000-6405		534.32	Stihl Blower	P11466	Operating Supplies
3660	Northwood Equipment		607.74	3 Transactions		
4010	Rasley Oil Company 01-253-000-0000-6511		597.38	SEPTEMBER GAS	AITCOSHES	Gas And Oil
4010	Rasley Oil Company		597.38	1 Transactions		
5551	Unclaimed Freight North 01-253-000-0000-6405		12.99	cable ties,electrical splitter	10/17/12	Operating Supplies
5551	Unclaimed Freight North		12.99	1 Transactions		
253	DEPT Total:		2,796.00	Aitkin Co Community Corrections	6 Vendors	12 Transactions

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	<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>
254	DEPT			Enhanced 911 System		
	88880 Datacomm Computers & Networks Inc					
	01-254-000-0000-6610		69.47	replace battery(dispatch 2)	6321	Equipment
	88880 Datacomm Computers & Networks Inc		69.47	1 Transactions		
254	DEPT Total:		69.47	Enhanced 911 System	1 Vendors	1 Transactions

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 1 General Fund

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
257	DEPT			Sobriety Court		
86116	Mckanna/Richard 01-257-022-0000-6406		50.00	reimb. for prepay phone plan	10/15/12	Sobriety Crt Expenses
86116	Mckanna/Richard		50.00	1 Transactions		
11997	Minnesota Monitoring 01-257-022-0000-6406		408.00	September EHM	2350	Sobriety Crt Expenses
11997	Minnesota Monitoring		408.00	1 Transactions		
257	DEPT Total:		458.00	Sobriety Court	2 Vendors	2 Transactions

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
280	DEPT		Emergency Management		
259	Arrowhead Region Emergency Mngmt As				
	01-280-000-0000-6240		20.00	2013 Dues-Karla White	Dues
	01-280-000-0000-6240		60.00	2013 Dues-Scott Turner	Dues
259	Arrowhead Region Emergency Mngmt As		80.00	2 Transactions	
280	DEPT Total:		80.00	Emergency Management	1 Vendors 2 Transactions

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Vendor No.	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name
391	DEPT				Solid Waste		
	1754 Garrison Disposal Company, Inc						
	01-391-060-0000-6360			6,107.95	Sept.Recycling Contract		Recycling Contract
	1754 Garrison Disposal Company, Inc			6,107.95	1 Transactions		
	86235 Office Shop Inc/The						
	01-391-000-0000-6405			2.13	Calendar for Terry Neff	924209-0	Office & Film Supplies
	86235 Office Shop Inc/The			2.13	1 Transactions		
391	DEPT Total:			6,110.08	Solid Waste	2 Vendors	2 Transactions

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
520	DEPT			Parks		
9625	Blind Lake Atv Club 01-520-000-0000-6802		4,189.38	ATV GIA FUNDS Q3	REC 994	Trail Grants-State
9625	Blind Lake Atv Club		4,189.38	1 Transactions		
10337	Mille Lacs Driftskippers 01-520-000-0000-6802		26,857.84	ATV GIA Funds Q3	Rec.991	Trail Grants-State
10337	Mille Lacs Driftskippers		26,857.84	1 Transactions		
3950	Public Utilities 01-520-000-0000-6254 01-520-000-0000-6254		136.59 53.57	Land Dept Mississippi Landing		Utilities Utilities
3950	Public Utilities		190.16	2 Transactions		
90805	Temco 01-520-000-0000-6590		45.00	weld aluminum bracket	14952	Repair & Maintenance Supplies
90805	Temco		45.00	1 Transactions		
520	DEPT Total:		31,282.38	Parks	4 Vendors	5 Transactions

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Vendor No.	Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
601	DEPT			Extension		
10850	Carlson/David 01-601-000-0000-6350 01-601-000-0000-6360		35.00 22.20	EXTENSION MTG MILEAGE 10/29/12	10/29/12 40@.555	Per Diem Extension Comm Expenses (Not Per Diem)
10850	Carlson/David		57.20	2 Transactions		
10120	Chute/Debra 01-601-000-0000-6350		35.00	EXTENSION MTG	10/29/12	Per Diem
10120	Chute/Debra		35.00	1 Transactions		
9440	Dotzler/Sharon A 01-601-000-0000-6350		35.00	EXTENSION MTG	10/29/12	Per Diem
9440	Dotzler/Sharon A		35.00	1 Transactions		
91345	Elvecrog/Roberta C 01-601-000-0000-6350		35.00	EXTENSION MTG	10/29/12	Per Diem
91345	Elvecrog/Roberta C		35.00	1 Transactions		
12045	Janzen/Joy 01-601-000-0000-6350 01-601-000-0000-6360		35.00 9.99	EXTENSION MTG Mileage-10/29/12	10/29/12 18@.555	Per Diem Extension Comm Expenses (Not Per Diem)
12045	Janzen/Joy		44.99	2 Transactions		
90853	Mickelson/Bonnie H 01-601-000-0000-6350		35.00	EXTENSION MTG	10/29/12	Per Diem
90853	Mickelson/Bonnie H		35.00	1 Transactions		
86235	Office Shop Inc/The 01-601-000-0000-6405 01-601-000-0000-6405		9.07 39.53	#10 envelopes 10X13 Catalog Envelopes	923628-0 923628-1	Office Supplies Office Supplies
86235	Office Shop Inc/The		48.60	2 Transactions		
601	DEPT Total:		290.79	Extension	7 Vendors	10 Transactions
1	Fund Total:		810,819.69	General Fund		187 Transactions

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
301	DEPT			R&B Administration		
8175	Centurylink 03-301-000-0000-6250		29.31	FAX HWY OFFICE 091712	9272356318	Telephone
8175	Centurylink		29.31	1 Transactions		
11411	Charter 03-301-000-0000-6250		149.87	PHONE HWY OFFICE 101712		Telephone
11411	Charter		149.87	1 Transactions		
9819	Hasler Inc 03-301-000-0000-6205		500.00	POSTAGE 102912		Postage
9819	Hasler Inc		500.00	1 Transactions		
11406	Innovative Office Solutions 03-301-000-0000-6400		223.76	TONER 101812	145046	Supplies And Materials
	03-301-000-0000-6400		52.38	FIRST AID 101812	148645	Supplies And Materials
11406	Innovative Office Solutions		276.14	2 Transactions		
87175	Insty-Prints 03-301-000-0000-6400		127.30	BUSINESS CARDS 102312	75329	Supplies And Materials
87175	Insty-Prints		127.30	1 Transactions		
11605	Shred Right 03-301-000-0000-6400		30.00	DOCUMENT DESTRUCTION 101512	135120	Supplies And Materials
11605	Shred Right		30.00	1 Transactions		
6097	Verizon Wireless 03-301-000-0000-6250		54.16	CELLS 102212	2814601241	Telephone
6097	Verizon Wireless		54.16	1 Transactions		
301	DEPT Total:		1,166.78	R&B Administration	7 Vendors	8 Transactions

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
302	DEPT			R&B Engineering/Construction		
9835	Gilson Company Inc 03-302-000-0000-6449		388.85	PUMP 101912	167455	Rd/Br Engr. Supplies
9835	Gilson Company Inc		388.85	1 Transactions		
2340	Hyytinen Hardware Hank 03-302-000-0000-6449		31.56	LAB SUPPLIESS 110112	1068881	Rd/Br Engr. Supplies
2340	Hyytinen Hardware Hank		31.56	1 Transactions		
10257	Sadie Llama Designs 03-302-000-0000-6296		29.06	GATE SIGN 101012	823845536	Meeting Expense/Physicals
10257	Sadie Llama Designs		29.06	1 Transactions		
4867	Tri-City Paving Inc 03-302-000-0000-6296		20,919.35	PAVING FOR SALT SHED 102912	4220	Meeting Expense/Physicals
4867	Tri-City Paving Inc		20,919.35	1 Transactions		
302	DEPT Total:		21,368.82	R&B Engineering/Construction	4 Vendors	4 Transactions

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
303	DEPT			R&B Highway Maintenance		
195	Aitkin Tire Shop 03-303-000-0000-6590		312.00	LABOR 100512	51157	Repair & Maintenance Supplies
195	Aitkin Tire Shop		312.00	1 Transactions		
8411	American Welding & Gas, Inc. 03-303-000-0000-6523		170.69	WELDING 103112	1968014	Misc Bldg & Shop Supplies
	03-303-000-0000-6523		195.16	GRINDING WHEEL 103112	1968015	Misc Bldg & Shop Supplies
8411	American Welding & Gas, Inc.		365.85	2 Transactions		
8239	Ameripride Linen & Apparel Services 03-303-000-0000-6523		62.09	SHOP LAUNDRY 103012	2200302121	Misc Bldg & Shop Supplies
	03-303-000-0000-6523		31.11	SHOP LAUNDRY 103012	2200304446	Misc Bldg & Shop Supplies
	03-303-000-0000-6523		31.11	SHOP LAUNDRY 103012	2200307038	Misc Bldg & Shop Supplies
8239	Ameripride Linen & Apparel Services		124.31	3 Transactions		
9402	Ammala Excavating/Allen 03-303-000-0000-6231		700.00	RICE RIVER BRIDGE 102612		Services,Equip.Rental Etc.
9402	Ammala Excavating/Allen		700.00	1 Transactions		
86467	Auto Value Aitkin 03-303-000-0000-6523		417.65	FILTERS 102512	40014329	Misc Bldg & Shop Supplies
	03-303-000-0000-6523		57.58	FILTERS 102512	40014523	Misc Bldg & Shop Supplies
86467	Auto Value Aitkin		475.23	2 Transactions		
12283	Bemboom/Lance 03-303-000-0000-6820		500.00	APPROACH REFUND 103112		Approach & Misc Refunds
12283	Bemboom/Lance		500.00	1 Transactions		
8674	Boyer Trucks 03-303-000-0000-6590		433.39	RING 102312	119901R	Repair & Maintenance Supplies
8674	Boyer Trucks		433.39	1 Transactions		
8048	Cemstone Products Co 03-303-000-0000-6517		956.78	ASPHLAT MIX 102212	6008148	Alsphalt,Crackfiller,Tack Oil,Etc
	03-303-000-0000-6517		3,833.73	ASPHALT COLD MIX 102212	6008561	Alsphalt,Crackfiller,Tack Oil,Etc
8048	Cemstone Products Co		4,790.51	2 Transactions		
1491	Dutch's Electric, Inc					

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name
			Paid On Bhf #	
1491 Dutch's Electric, Inc		1,172.74	101512	Shop Maintenance
		1,172.74	20217	
			1 Transactions	
7935 East Central Energy				
03-303-000-0000-6254		148.96	103112	Utilities
7935 East Central Energy		148.96	70415419	
			1 Transactions	
7060 Federated Co-Ops Inc.				
03-303-000-0000-6297		485.94	103112	Shop Fuel
03-303-000-0000-6297		283.24	103112	Shop Fuel
7060 Federated Co-Ops Inc.		769.18	17759	
			28857	
			2 Transactions	
8622 Frontier				
03-303-000-0000-6250		56.70	101212	Telephone
03-303-000-0000-6250		56.70	101212	Telephone
8622 Frontier		113.40	2187684481	
			3205923580	
			2 Transactions	
1754 Garrison Disposal Company, Inc				
03-303-000-0000-6521		36.00	102312	Maintenance Supplies
03-303-000-0000-6521		12.00	102312	Maintenance Supplies
1754 Garrison Disposal Company, Inc		48.00	610629	
			610701	
			2 Transactions	
1880 Gravelle Plumbing & Heating, Inc				
03-303-000-0000-6298		48.83	100112	Shop Maintenance
03-303-000-0000-6590		12.79	100312	Repair & Maintenance Supplies
03-303-000-0000-6298		15.07	100112	Shop Maintenance
03-303-000-0000-6298		203.06	100312	Shop Maintenance
1880 Gravelle Plumbing & Heating, Inc		279.75	62624	
			62663	
			62678	
			62682	
			4 Transactions	
2340 Hyytinen Hardware Hank				
03-303-000-0000-6516		63.52	110112	Signs & Posts
03-303-000-0000-6523		24.56	110112	Misc Bldg & Shop Supplies
03-303-000-0000-6523		21.42	110112	Misc Bldg & Shop Supplies
03-303-000-0000-6590		0.98	110112	Repair & Maintenance Supplies
03-303-000-0000-6523		16.21	110112	Misc Bldg & Shop Supplies
03-303-000-0000-6523		19.21	110112	Misc Bldg & Shop Supplies
03-303-000-0000-6523		9.17	110112	Misc Bldg & Shop Supplies
2340 Hyytinen Hardware Hank		155.07	1068607	
			1069102	
			1069935	
			1071438	
			1071690	
			1073323	
			1073871	
			7 Transactions	

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name
			Paid On Bhf #	
11177 Industrial Fluid Technologies				
03-303-000-0000-6523		386.89	DEGREASER 102312	2122488 Misc Bldg & Shop Supplies
03-303-000-0000-6523		1,126.43	OIL 102312	2122488 Misc Bldg & Shop Supplies
11177 Industrial Fluid Technologies		1,513.32		2 Transactions
91187 Lake Country Power				
03-303-000-0000-6254		57.33	CSAH 14 102912	141979801 Utilities
03-303-000-0000-6254		68.00	CSAH 6 102912	141979901 Utilities
91187 Lake Country Power		125.33		2 Transactions
2941 M R Sign Co Inc				
03-303-000-0000-6516		61.62	ADV TURN 101812	174242 Signs & Posts
03-303-000-0000-6516		326.09	AITKIN COUNTY 101812	174242 Signs & Posts
03-303-000-0000-6516		478.82	NO PASSING 101812	174242 Signs & Posts
03-303-000-0000-6516		480.10	STOP 101812	174242 Signs & Posts
03-303-000-0000-6516		562.18	STOP AHEAD 101812	174242 Signs & Posts
03-303-000-0000-6516		164.67	ADOPT A HIGHWAY 101812	174243 Signs & Posts
2941 M R Sign Co Inc		2,073.48		6 Transactions
10824 Maney International Inc				
03-303-000-0000-6590		1,009.26	TRAILER SPRING 101212	615313 Repair & Maintenance Supplies
03-303-000-0000-6590		351.29	FAN 101212	616573 Repair & Maintenance Supplies
03-303-000-0000-6590		177.43	4 WAY 101212	616743 Repair & Maintenance Supplies
03-303-000-0000-6523		148.18	3/8" 101212	616772 Misc Bldg & Shop Supplies
10824 Maney International Inc		1,686.16		4 Transactions
8691 Northland Hydraulic Service				
03-303-000-0000-6590		831.29	SEAL KIT 102312	6346 Repair & Maintenance Supplies
8691 Northland Hydraulic Service		831.29		1 Transactions
10720 Nuss Truck & Equipment				
03-303-000-0000-6590		491.63-	CORE RETURN 101812	3101404 Repair & Maintenance Supplies
03-303-000-0000-6590		340.95	GLASS 101812	3101616 Repair & Maintenance Supplies
03-303-000-0000-6590		681.91	GLASS 101812	3101803 Repair & Maintenance Supplies
03-303-000-0000-6590		101.92	MIS FIRE 103012	326530 Repair & Maintenance Supplies
10720 Nuss Truck & Equipment		633.15		4 Transactions
10412 O'Reilly Auto Parts				
03-303-000-0000-6523		11.75	RUST PREVENT 101512	1878224674 Misc Bldg & Shop Supplies

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name
			Paid On Bhf #	
10412 O'Reilly Auto Parts		11.75	1 Transactions	
3950 Public Utilities				
03-303-000-0000-6254		61.24	AITKIN SHOP 110112	Utilities
03-303-000-0000-6254		29.75	HWY 210 110112	Utilities
03-303-000-0000-6254		32.74	HWY 210 110112	Utilities
03-303-000-0000-6254		37.57	HWY 47 110112	Utilities
3950 Public Utilities		161.30	4 Transactions	
3970 Radio Systems Inc				
03-303-000-0000-6523		150.00	RESEARCH 101112	Misc Bldg & Shop Supplies
3970 Radio Systems Inc		150.00	1 Transactions	
4070 Riley Auto Supply				
03-303-000-0000-6590		80.13	HITCH 110112	Repair & Maintenance Supplies
03-303-000-0000-6590		48.06	COUPLER 110112	Repair & Maintenance Supplies
03-303-000-0000-6523		38.81	HOSE 110112	Misc Bldg & Shop Supplies
03-303-000-0000-6523		1.05	ORING 110112	Misc Bldg & Shop Supplies
03-303-000-0000-6523		21.55	FITTING 110112	Misc Bldg & Shop Supplies
03-303-000-0000-6523		358.40	GUAGE 110112	Misc Bldg & Shop Supplies
03-303-000-0000-6523		51.80	CLAMP 110112	Misc Bldg & Shop Supplies
03-303-000-0000-6523		51.92	CLAMP 110112	Misc Bldg & Shop Supplies
03-303-000-0000-6590		42.41	PIGTAIL 110112	Repair & Maintenance Supplies
03-303-000-0000-6590		5.75	PIG TAIL 110112	Repair & Maintenance Supplies
03-303-000-0000-6590		58.75	HOSE 110112	Repair & Maintenance Supplies
03-303-000-0000-6590		32.05	VALVE 110112	Repair & Maintenance Supplies
03-303-000-0000-6590		325.64	FITTING 110112	Repair & Maintenance Supplies
03-303-000-0000-6590		31.68	ADAPTER 110112	Repair & Maintenance Supplies
03-303-000-0000-6590		32.05	VALVE 110112	Repair & Maintenance Supplies
03-303-000-0000-6590		42.39	PIG TAIL 110112	Repair & Maintenance Supplies
03-303-000-0000-6590		18.89	FITTING 110112	Repair & Maintenance Supplies
03-303-000-0000-6590		37.40	SOLENOID 110112	Repair & Maintenance Supplies
03-303-000-0000-6590		34.18	MIRROR 110112	Repair & Maintenance Supplies
03-303-000-0000-6590		63.04	MIRROR 110112	Repair & Maintenance Supplies
03-303-000-0000-6590		25.63	BLADE 110112	Repair & Maintenance Supplies
03-303-000-0000-6590		42.18	BRAKE 110112	Repair & Maintenance Supplies
4070 Riley Auto Supply		1,443.76	22 Transactions	
4095 Ritter & Ritter, Inc				

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name
			Paid On Bhf #	
4095 Ritter & Ritter, Inc		155.00	HOLDING TANK 103012 23259	Misc Bldg & Shop Supplies
		155.00	1 Transactions	
8208 Royal Tire, Inc		2,472.73	TIRES 102312 170006547	Repair & Maintenance Supplies
		3,689.40	TIRES 102312 170006629	Repair & Maintenance Supplies
8208 Royal Tire, Inc		6,162.13	2 Transactions	
10257 Sadie Llama Designs		170.89	ADOPT A HIGHWAY 101012 823966392	Signs & Posts
		170.89	1 Transactions	
12284 Schummer/Jason		500.00	APPROACH REFUND 103112	Approach & Misc Refunds
		500.00	1 Transactions	
90805 Temco		379.51	SIGNS 101512 14932	Repair & Maintenance Supplies
		74.81	ROUND 101512 14966	Repair & Maintenance Supplies
90805 Temco		454.32	2 Transactions	
5295 Ziegler Inc		97.63	FILTERS 102212 PC190024621	Repair & Maintenance Supplies
		97.63	1 Transactions	
303 DEPT Total:		26,557.90	R&B Highway Maintenance 31 Vendors	87 Transactions

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Vendor No.	Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
307	DEPT			R&B Capital Infrastructure		
9556	American Engineering Testing Inc 03-307-000-0000-6260		20,411.25	BIT PLANT 093012	78344	Professional Services
	03-307-000-0000-6260		3,699.00	BIT PLANT 093012	78362	Professional Services
9556	American Engineering Testing Inc		24,110.25	2 Transactions		
5246	Bnsf Railway Company 03-307-000-0000-6260		3,103.69	LABOR 103112	90064476	Professional Services
5246	Bnsf Railway Company		3,103.69	1 Transactions		
10705	Dean Masonry and Concrete, LLC 03-307-000-0000-6260		600.00	SIDEWALK 102412	3014	Professional Services
10705	Dean Masonry and Concrete, LLC		600.00	1 Transactions		
307	DEPT Total:		27,813.94	R&B Capital Infrastructure	3 Vendors	4 Transactions

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
308	DEPT			R&B Equipment & Facilities		
5398	CDW Government, Inc 03-308-000-0000-6600		258.41	TOM'S MONITOR 101012	5798558	Capital Outlay-Facilities
5398	CDW Government, Inc		258.41	1 Transactions		
88880	Datacomm Computers & Networks Inc 03-308-000-0000-6600		4,698.22	COMPUTER 101712	6291	Capital Outlay-Facilities
	03-308-000-0000-6600		1,174.56	COMPUTER - BRAD 101712	6291	Capital Outlay-Facilities
88880	Datacomm Computers & Networks Inc		5,872.78	2 Transactions		
12286	Verita Exchange Corp 03-308-000-0000-6600		27,787.50	CAT DOUBLE DRUM 101812	K3510201	Capital Outlay-Facilities
12286	Verita Exchange Corp		27,787.50	1 Transactions		
308	DEPT Total:		33,918.69	R&B Equipment & Facilities	3 Vendors	4 Transactions
3	Fund Total:		110,826.13	Road & Bridge		107 Transactions

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5 Health & Human Services

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
400	DEPT		Public Health Department		
1457	CPS Technology Solutions, Inc 05-400-440-0410-6231		November Maintenance	361053	Services Or Contracts
1457	CPS Technology Solutions, Inc		1 Transactions		
400	DEPT Total:		Public Health Department	1 Vendors	1 Transactions

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5 Health & Human Services

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
420	DEPT		Income Maintenance		
1457	CPS Technology Solutions, Inc				
	05-420-600-4800-6231		26.05	361053	Services Or Contracts
	05-420-640-4800-6231		35.20	361053	Services Or Contracts
1457	CPS Technology Solutions, Inc		61.25		2 Transactions
420	DEPT Total:		61.25	1 Vendors	2 Transactions

DKB1

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5 Health & Human Services

Aitkin County



Audit List for Board COMMISSIONER'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
430	DEPT		Social Services		
	1457 CPS Technology Solutions, Inc		November Maintenance	361053	Services Or Contracts
	05-430-700-4800-6231				
	1457 CPS Technology Solutions, Inc		1 Transactions		
430	DEPT Total:		Social Services	1 Vendors	1 Transactions
5	Fund Total:		Health & Human Services		4 Transactions

DKB1
 11/2/12 1:46PM
 10 Trust

Aitkin County



Audit List for Board COMMISSIONER'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
900	DEPT		Timber Permit Bonds		
943	Cook Logging 10-900-000-0000-2300		803.90	timb.permit bond refundR1354	12910
943	Cook Logging		803.90	1 Transactions	Timber Permit Bonds
5938	Rieger Logging 10-900-000-0000-2300		2,323.60	timb.permit bond refundR1366	13218
5938	Rieger Logging		2,323.60	1 Transactions	Timber Permit Bonds
5791	Sappi 10-900-000-0000-2300		792.22	timb.permit bond refundR1412	13244
5791	Sappi		792.22	1 Transactions	Timber Permit Bonds
900	DEPT Total:		3,919.72	Timber Permit Bonds	3 Vendors
					3 Transactions

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 10 Trust

Aitkin County



Audit List for Board COMMISSIONER'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	
923	DEPT		Forfeited Tax Sales			
170	Aitkin Motor Company					
	10-923-000-0000-6590		53.39	LOF, Air filter	FPCS235554	Repair & Maintenance Supplies
	10-923-000-0000-6590		85.82	LOF, Air filter	FPCS235634	Repair & Maintenance Supplies
170	Aitkin Motor Company		139.21			2 Transactions
6128	Tire Barn					
	10-923-000-0000-6590		47.47	LOF	22209	Repair & Maintenance Supplies
6128	Tire Barn		47.47			1 Transactions
923	DEPT Total:		186.68	Forfeited Tax Sales	2 Vendors	3 Transactions
10	Fund Total:		4,106.40	Trust		6 Transactions

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 11 Forest Development

Aitkin County



Audit List for Board COMMISSIONER'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
924	DEPT		Forest Resource		
1044	Minnesota Forest Resources Partnership 11-924-000-0000-6360		2013 Mn forest Rec.Partn.Asses		Miscellaneous-Services
		920.35			
1044	Minnesota Forest Resources Partnership		1 Transactions		
		920.35			
90805	Temco				
	11-924-000-0000-6590		Repair Brush Cutter	14967	Repair & Maintenance Supplies
		1,396.08			
90805	Temco		1 Transactions		
		1,396.08			
924	DEPT Total:		Forest Resource	2 Vendors	2 Transactions
		2,316.43			

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 11 Forest Development

Aitkin County



Audit List for Board COMMISSIONER'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
925	DEPT		Reforestation		
	2880 Long Lake Conservation Ctr				
	11-925-000-0000-6405		350.00	Forest Ind.Brainstorm Session	5081 Office Supplies
	2880 Long Lake Conservation Ctr		350.00	1 Transactions	
925	DEPT Total:		350.00	Reforestation	1 Vendors 1 Transactions

Aitkin County



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
934	DEPT			Memorial Forest		
5511	Milbradt/Kris 11-934-000-0000-6273		3,700.00	Red Pine pruning	50ac@74	Timber Improvement
5511	Milbradt/Kris		3,700.00	1 Transactions		
12220	Stevens/Richard Anthony 11-934-000-0000-6273		195.00	BUDCAPPING CONTRACT	SITE #14	Timber Improvement
	11-934-000-0000-6273		75.00	BUDCAPPING CONTRACT	SITE #15	Timber Improvement
	11-934-000-0000-6273		90.00	BUDCAPPING CONTRACT	SITE #16	Timber Improvement
	11-934-000-0000-6273		30.00	BUDCAPPING CONTRACT	SITE #21	Timber Improvement
	11-934-000-0000-6273		270.00	BUDCAPPING CONTRACT	SITE #25	Timber Improvement
	11-934-000-0000-6273		660.00	BUDCAPPING CONTRACT	SITE #26	Timber Improvement
	11-934-000-0000-6273		330.00	BUDCAPPING CONTRACT	SITE #28	Timber Improvement
	11-934-000-0000-6273		1,170.00	BUDCAPPING CONTRACT	SITE #8	Timber Improvement
12220	Stevens/Richard Anthony		2,820.00	8 Transactions		
934	DEPT Total:		6,520.00	Memorial Forest	2 Vendors	9 Transactions
11	Fund Total:		9,186.43	Forest Development		12 Transactions

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 19 Long Lake Conservation C

Aitkin County



Audit List for Board COMMISSIONER'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
521	DEPT		LLCC Administration		
86222	Aitkin Independent Age		Instructor/Naturalist Ad	1483	Printing, Publ & Adv Promotion
	19-521-000-0000-6230				
86222	Aitkin Independent Age		1 Transactions		
521	DEPT Total:		LLCC Administration	1 Vendors	1 Transactions
			186.76		
			186.76		

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 19 Long Lake Conservation C

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name
522	DEPT				LLCC Education		
10359	Clearwater Middle School						
	19-522-000-0000-6820			497.49	Refund of Overpayment	5075	Refunds & Reimbursements
10359	Clearwater Middle School			497.49	1 Transactions		
11136	St.Michael-Albertville M.S.-West						
	19-522-000-0000-6820			170.15	refund of overpayment	5077	Refunds & Reimbursements
11136	St.Michael-Albertville M.S.-West			170.15	1 Transactions		
522	DEPT Total:			667.64	LLCC Education	2 Vendors	2 Transactions

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
523	DEPT		LLCC Food			
5998	Appert's Foodservice					
	19-523-000-0000-6418		1,703.12	Groceries	1813906	Groceries-Students
	19-523-000-0000-6420		204.06	Groceries	1813906	Food Service Supplies
	19-523-000-0000-6418		2,200.05	Groceries	1821500	Groceries-Students
	19-523-000-0000-6420		57.89	Groceries	1821500	Food Service Supplies
5998	Appert's Foodservice		4,165.12	4 Transactions		
1880	Gravelle Plumbing & Heating, Inc					
	19-523-000-0000-6590		23.39	repair food service equipment	62496	Repair & Maintenance Supplies
1880	Gravelle Plumbing & Heating, Inc		23.39	1 Transactions		
5662	McGregor Dairy, Inc					
	19-523-000-0000-6418		238.95	groceries	19738	Groceries-Students
	19-523-000-0000-6418		137.45	groceries	19772	Groceries-Students
	19-523-000-0000-6418		273.95	groceries	19806	Groceries-Students
5662	McGregor Dairy, Inc		650.35	3 Transactions		
3810	Paulbeck's County Market					
	19-523-000-0000-6418		11.28	GROCERIES	7684653	Groceries-Students
3810	Paulbeck's County Market		11.28	1 Transactions		
4761	Sysco Minnesota Inc					
	19-523-000-0000-6418		1,288.99	GROCERIES	210110174	Groceries-Students
	19-523-000-0000-6418		950.20	GROCERIES	210180165	Groceries-Students
4761	Sysco Minnesota Inc		2,239.19	2 Transactions		
523	DEPT Total:		7,089.33	LLCC Food	5 Vendors	11 Transactions

Aitkin County



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
524	DEPT			LLCC Maintenance		
5998	Appert's Foodservice 19-524-000-0000-6422		45.69	Groceries	1821500	Janitorial Services/Supplies
5998	Appert's Foodservice		45.69	1 Transactions		
4641	Holiday Credit Office 19-524-000-0000-6511		30.02	gas for Vets van	1400012578652	Gas And Oil
4641	Holiday Credit Office		30.02	1 Transactions		
7525	Hometown Bldg Supply 19-524-000-0000-6422		176.22	Lumber for Admin Bldg ramp	33923	Janitorial Services/Supplies
	19-524-000-0000-6422		61.00	Lumber for Admin Bldg ramp	34228	Janitorial Services/Supplies
	19-524-000-0000-6422		17.13	Lumber for Admin Bldg ramp	34279	Janitorial Services/Supplies
7525	Hometown Bldg Supply		254.35	3 Transactions		
3760	Palisade Cooperative Oil Assoc 19-524-000-0000-6511		111.04	gas for truck & cans	LONGLAK	Gas And Oil
3760	Palisade Cooperative Oil Assoc		111.04	1 Transactions		
4761	Sysco Minnesota Inc 19-524-000-0000-6422		51.26	GROCERIES	210110174	Janitorial Services/Supplies
4761	Sysco Minnesota Inc		51.26	1 Transactions		
524	DEPT Total:		492.36	LLCC Maintenance	5 Vendors	7 Transactions
19	Fund Total:		8,436.09	Long Lake Conservation Center		21 Transactions

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19 Long Lake Conservation Co

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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<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>	
Final Total:		943,480.34	203 Vendors	337 Transactions

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	810,819.69	General Fund	
	3	110,826.13	Road & Bridge	
	5	105.60	Health & Human Services	
	10	4,106.40	Trust	
	11	9,186.43	Forest Development	
	19	8,436.09	Long Lake Conservation Center	
	All Funds	943,480.34	Total	Approved by,
			
			

Aitkin County



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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 1

School Advance

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

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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12 Agency

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
932	DEPT			Schools		
393	Isd 1 Aitkin- Treasurer 12- 932- 000- 0000- 6801		318,198.12	Oct/November Advance		Appropriations
393	Isd 1 Aitkin- Treasurer		318,198.12		1 Transactions	
1985	Isd 182 Crosby- Treasurer 12- 932- 000- 0000- 6801		19.79	Oct/November Advance		Appropriations
1985	Isd 182 Crosby- Treasurer		19.79		1 Transactions	
392	Isd 2 Hill City- Treasurer 12- 932- 000- 0000- 6801		139,465.39	Oct/November Advance		Appropriations
392	Isd 2 Hill City- Treasurer		139,465.39		1 Transactions	
1983	Isd 2165 Hinckley Finlayson- Treasurer 12- 932- 000- 0000- 6801		47,176.74	Oct/November Advance		Appropriations
1983	Isd 2165 Hinckley Finlayson- Treasurer		47,176.74		1 Transactions	
1979	Isd 2580 East Central- Treasurer 12- 932- 000- 0000- 6801		17,050.32	Oct/November Advance		Appropriations
1979	Isd 2580 East Central- Treasurer		17,050.32		1 Transactions	
395	ISD 4 McGregor- Treasurer 12- 932- 000- 0000- 6801		438,447.37	Oct/November Advance		Appropriations
395	ISD 4 McGregor- Treasurer		438,447.37		1 Transactions	
1982	Isd 473 Isle- Treasurer 12- 932- 000- 0000- 6801		89,335.34	Oct/November Advance		Appropriations
1982	Isd 473 Isle- Treasurer		89,335.34		1 Transactions	
1981	Isd 577 Willow River- Treasurer 12- 932- 000- 0000- 6801		4,251.89	Oct/November Advance		Appropriations
1981	Isd 577 Willow River- Treasurer		4,251.89		1 Transactions	
394	Isd 698 Floodwood- Treasurer 12- 932- 000- 0000- 6801		1,626.63	Oct/November Advance		Appropriations
394	Isd 698 Floodwood- Treasurer		1,626.63		1 Transactions	
1984	Isd 95 Cromwell- Wright- Treasurer 12- 932- 000- 0000- 6801		20.56	Oct/November Advance		Appropriations

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 12 Agency

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES



	<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</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>
	1984 Isd 95 Cromwell- Wright- Treasurer		20.56		1 Transactions	
932	DEPT Total:		1,055,592.15	Schools	10 Vendors	10 Transactions
12	Fund Total:		1,055,592.15	Agency		10 Transactions
	Final Total:		1,055,592.15	10 Vendors	10 Transactions	

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	12	1,055,592.15	Agency
All Funds		1,055,592.15	Total

Approved by,

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Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 1

Real Estate Tax Overpays

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

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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13 Taxes & Penalties

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
943	DEPT		Taxes And Penalties			
12225	AgStar Financial Services					
	13- 943- 000- 0000- 2001		324.00	14- 1- 078000 overpay Per 2	Hietalati	Cur - Property Taxes
	13- 943- 000- 0000- 2001		108.00	11- 0- 021101 overpay Per 2	Wasserzieher	Cur - Property Taxes
12225	AgStar Financial Services		432.00	2 Transactions		
12226	Alanen/Arnold					
	13- 943- 000- 0000- 2001		16.00	27- 0- 006200 overpay Per 2	Alanen	Cur - Property Taxes
12226	Alanen/Arnold		16.00	1 Transactions		
12227	Annandale State Bank					
	13- 943- 000- 0000- 2001		657.00	29- 1- 128200 overpay Per 2	Zahler	Cur - Property Taxes
12227	Annandale State Bank		657.00	1 Transactions		
12228	Ashland Credit Union					
	13- 943- 000- 0000- 2001		100.00	08- 1- 086000 overpay Per 2	Bussiere	Cur - Property Taxes
12228	Ashland Credit Union		100.00	1 Transactions		
11452	BAC Tax Service Corporation					
	13- 943- 000- 0000- 2001		555.00	26- 0- 027301 overpay Per 2	Aldrich	Cur - Property Taxes
	13- 943- 000- 0000- 2001		187.00	11- 0- 064411 overpay Per 2	Peters	Cur - Property Taxes
	13- 943- 000- 0000- 2001		327.00	11- 0- 064410 overpay Per 2	Peters	Cur - Property Taxes
11452	BAC Tax Service Corporation		1,069.00	3 Transactions		
12229	Bennis/Gary					
	13- 943- 000- 0000- 2001		27.44	29- 1- 206600 overpay Per 2	Bennis	Cur - Property Taxes
12229	Bennis/Gary		27.44	1 Transactions		
12230	Bergsrud/Donald					
	13- 943- 000- 0000- 2001		4.04	11- 0- 027800 overpay Per 2	Bergsrud	Cur - Property Taxes
12230	Bergsrud/Donald		4.04	1 Transactions		
12231	Bleeker/Lynn					
	13- 943- 000- 0000- 2001		3.24	15- 0- 026102 overpay Per 2	Bleeker	Cur - Property Taxes
12231	Bleeker/Lynn		3.24	1 Transactions		
12232	Bodin/Jonathan					
	13- 943- 000- 0000- 2001		197.00	28- 0- 035400 overpay Per 2	Bodin	Cur - Property Taxes

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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13 Taxes & Penalties

<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>				
12232 Bodin/Jonathan		197.00	1 Transactions	
12233 Bremer Bank				
13- 943- 000- 0000- 2001		184.00	08- 0- 055500 overpay Per 2	Fouquette
13- 943- 000- 0000- 2001		76.00	31- 0- 059101 overpay Per 2	Kingsley
13- 943- 000- 0000- 2001		72.00	30- 0- 011901 overpay Per 2	Thielbar
12233 Bremer Bank		332.00	3 Transactions	
12234 Christensen/James				
13- 943- 000- 0000- 2001		82.00	08- 0- 52102 overpay Per 2	Christensen
12234 Christensen/James		82.00	1 Transactions	
12235 Devries/John				
13- 943- 000- 0000- 2001		34.36	35- 1- 074700 overpay Per 2	DeVries
12235 Devries/John		34.36	1 Transactions	
12236 Folke/Bruce				
13- 943- 000- 0000- 2001		139.00	29- 1- 140500 overpay Per 2	Folke
12236 Folke/Bruce		139.00	1 Transactions	
12237 Ford/Shirley				
13- 943- 000- 0000- 2001		4.54	45- 1- 053800 overpay Per 2	Ford
12237 Ford/Shirley		4.54	1 Transactions	
12238 Ginkel/Wallace				
13- 943- 000- 0000- 2001		32.00	34- 1- 067200 overpay Per 2	Ginkel
12238 Ginkel/Wallace		32.00	1 Transactions	
12239 Grave/Terry				
13- 943- 000- 0000- 2001		23.00	09- 1- 084100 overpay Per 2	Grave
12239 Grave/Terry		23.00	1 Transactions	
12240 Green/Richard				
13- 943- 000- 0000- 2001		10.00	11- 0- 014300 overpay Per 2	Green
12240 Green/Richard		10.00	1 Transactions	
12241 Heartland Bank				
13- 943- 000- 0000- 2001		72.00	57- 1- 016100 overpay Per 2	Chavers

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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13 Taxes & Penalties

<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>				
12241 Heartland Bank		72.00	1 Transactions	
12242 HME Products Inc				
13- 943- 000- 0000- 2001		54.00	20- 0- 031604 overpay Per 2	Harmston Cur - Property Taxes
13- 943- 000- 0000- 2001		20.00	20- 0- 031900 overpay Per 2	Harmston Cur - Property Taxes
12242 HME Products Inc		74.00	2 Transactions	
12243 Johnson/Donette				
13- 943- 000- 0000- 2001		4.00	07- 0- 005600 overpay Per 2	Johnson Cur - Property Taxes
12243 Johnson/Donette		4.00	1 Transactions	
12244 Keehr/Craig				
13- 943- 000- 0000- 2001		15.28	07- 1- 111500 overpay Per 2	Keehr Cur - Property Taxes
12244 Keehr/Craig		15.28	1 Transactions	
12245 Kirkhorn/Phyllis				
13- 943- 000- 0000- 2001		300.00	23- 0- 001400 overpay Per 2	Kirkhorn Cur - Property Taxes
12245 Kirkhorn/Phyllis		300.00	1 Transactions	
10266 Kirt Properties				
13- 943- 000- 0000- 2001		72.00	29- 1- 413000 overpay Per 2	Kirt Prop. Cur - Property Taxes
10266 Kirt Properties		72.00	1 Transactions	
12246 Krieger/Donald				
13- 943- 000- 0000- 2001		14.00	29- 0- 017723 overpay Per 2	Krieger Cur - Property Taxes
12246 Krieger/Donald		14.00	1 Transactions	
12247 Kullberg/Audrey				
13- 943- 000- 0000- 2001		5.00	21- 1- 079300 overpay Per 2	Kullberg Cur - Property Taxes
12247 Kullberg/Audrey		5.00	1 Transactions	
12248 Land & Cabins LLC				
13- 943- 000- 0000- 2001		3.84	11- 1- 247800 overpay Per 2	Land & Cabins Cur - Property Taxes
12248 Land & Cabins LLC		3.84	1 Transactions	
12249 Larson/Patricia				
13- 943- 000- 0000- 2001		6.00	36- 1- 078600 overpay Per 2	Larson Cur - Property Taxes
12249 Larson/Patricia		6.00	1 Transactions	

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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13 Taxes & Penalties

<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>On Behalf of Name</u>
			<u>Paid On Bhf #</u>	
12250 Lee/Dan 13-943-000-0000-2001		480.00	08-0-031302 overpay Per 2	Lee Cur - Property Taxes
12250 Lee/Dan		480.00	1 Transactions	
5707 Lereta LLC 13-943-000-0000-2001		30.00	29-1-128800 overpay Per 2	Staska Cur - Property Taxes
5707 Lereta LLC		30.00	1 Transactions	
12251 Marsyla/Ray 13-943-000-0000-2001		4.00	59-003903 overpay Per 2	Marsyla Cur - Property Taxes
12251 Marsyla/Ray		4.00	1 Transactions	
12252 McCracken/Scott 13-943-000-0000-2001		4.00	36-1-079100 overpay Per 2	McCracken Cur - Property Taxes
12252 McCracken/Scott		4.00	1 Transactions	
12253 McNeff/Marie 13-943-000-0000-2001		3.00	24-1-092000 overpay Per 2	McNeff Cur - Property Taxes
12253 McNeff/Marie		3.00	1 Transactions	
12254 Meyer/Fred 13-943-000-0000-2001		525.00	54-0-032500 overpay Per 2	Meyer Cur - Property Taxes
12254 Meyer/Fred		525.00	1 Transactions	
12255 Myers/Bruce 13-943-000-0000-2001		8.00	36-0-034902 overpay Per 2	Myers Cur - Property Taxes
12255 Myers/Bruce		8.00	1 Transactions	
12256 Nelson/Gaye 13-943-000-0000-2001		26.36	21-1-061200 overpay Per 2	Nelson Cur - Property Taxes
12256 Nelson/Gaye		26.36	1 Transactions	
12257 Neuman/Patricia 13-943-000-0000-2001		63.00	12-0-025403 overpay Per 2	Neuman Cur - Property Taxes
12257 Neuman/Patricia		63.00	1 Transactions	
12258 Nisswa Inc 13-943-000-0000-2001		6.84	14-0-018000 overpay Per 2	Nisswa Inc Cur - Property Taxes

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1
10/29/12 1:41PM
13 Taxes & Penalties

<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>				
12258 Nisswa Inc		6.84	1 Transactions	
12259 Packard/Mary				
13- 943- 000- 0000- 2001		100.00	09- 0- 017600 overpay Per 2	Packard
12259 Packard/Mary		100.00	1 Transactions	Cur - Property Taxes
12260 Peterson/Christopher				
13- 943- 000- 0000- 2001		3.00	16- 0- 047700 overpay Per 2	Peterson
12260 Peterson/Christopher		3.00	1 Transactions	Cur - Property Taxes
12261 Privette/David				
13- 943- 000- 0000- 2001		8.64	20- 0- 024002 overpay Per 2	Privette
12261 Privette/David		8.64	1 Transactions	Cur - Property Taxes
12262 QBE First Prop. Tax Solutions				
13- 943- 000- 0000- 2001		454.00	01- 0- 021201 overpay Per 2	
12262 QBE First Prop. Tax Solutions		454.00	1 Transactions	Cur - Property Taxes
12263 RELS Title				
13- 943- 000- 0000- 2001		27.00	39- 0- 040303 overpay Per 2	Billings
12263 RELS Title		27.00	1 Transactions	Cur - Property Taxes
12264 Ryan/James R.				
13- 943- 000- 0000- 2001		819.00	14- 0- 024301 overpay Per 2	Ryan
12264 Ryan/James R.		819.00	1 Transactions	Cur - Property Taxes
12265 Sanden/David				
13- 943- 000- 0000- 2001		7.40	24- 0- 037218 overpay Per 2	Sanden
12265 Sanden/David		7.40	1 Transactions	Cur - Property Taxes
12266 Schoolmeesters/Paul or Mary				
13- 943- 000- 0000- 2001		6.46	14- 0- 029005 overpay Per 2	Schoolmeesters
12266 Schoolmeesters/Paul or Mary		6.46	1 Transactions	Cur - Property Taxes
12267 Second Street Storage				
13- 943- 000- 0000- 2001		10.00	09- 1- 074900 overpay Per 2	Spading
12267 Second Street Storage		10.00	1 Transactions	Cur - Property Taxes
12268 Sharratt/Michael				

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1
10/29/12 1:41PM
13 Taxes & Penalties

<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>
12268 Sharratt/Michael		09- 0- 031900 overpay Per 2	Sharratt	Cur - Property Taxes
	3.49			
	3.49	1 Transactions		
12269 Stanley/Ronald		29- 1- 464200 overpay Per 2	Stanley	Cur - Property Taxes
	10.00			
	10.00	1 Transactions		
12270 Staricha/Roxanne		13- 1- 079600 overpay Per 2	Staricha	Cur - Property Taxes
	6.00			
	6.00	1 Transactions		
12271 State Bank of Taunton		57- 1- 030600 overpay Per 2	Miller	Cur - Property Taxes
	160.40			
	160.40	1 Transactions		
12272 Stebbing & Stebbing		29- 1- 332100 overpay Per 2	Stebbing	Cur - Property Taxes
	355.00			
	355.00	1 Transactions		
12273 Thompson/Nicholas J.		08- 0- 036003 overpay Per 2	Thompson	Cur - Property Taxes
	3.53			
	3.53	1 Transactions		
11844 Tubbs/Paul		01- 0- 002200 overpay Per 2	Tubbs	Cur - Property Taxes
	74.00			
	74.00	1 Transactions		
5703 Wells Federal Bank		07- 1- 088200 overpay Per 2	Manning	Cur - Property Taxes
	77.00			
	751.00	07- 0- 028603 overpay Per 2	Zelenka	Cur - Property Taxes
	828.00	2 Transactions		
12274 White/Kenneth		29- 1- 387400 overpay Per 2	White	Cur - Property Taxes
	13.00			
	13.00	1 Transactions		
12086 Wilson/Arlene		10- 0- 050007 overpay Per 2	Wilson	Cur - Property Taxes
	76.00			
	87.00	10- 0- 050005 overpay Per 2	Wilson	Cur - Property Taxes

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1
10/29/12 1:41PM
13 Taxes & Penalties

Vendor	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name
12086	Wilson/Arlene			163.00		2 Transactions	
11309	Winton/Gordon						
	13- 943- 000- 0000- 2001			33.00	58- 1- 020000 overpay Per 2	Winton	Cur - Property Taxes
11309	Winton/Gordon			33.00		1 Transactions	
12275	Wold/Michael						
	13- 943- 000- 0000- 2001			137.00	31- 0- 013001- void #40342 Per 2	Patrick Wold	Cur - Property Taxes
12275	Wold/Michael			137.00		1 Transactions	
11489	Young/Nancy						
	13- 943- 000- 0000- 2001			50.00	35- 0- 025407 overpay Per 2	Young	Cur - Property Taxes
11489	Young/Nancy			50.00		1 Transactions	
943	DEPT Total:			8,150.86	Taxes And Penalties	59 Vendors	67 Transactions
13	Fund Total:			8,150.86	Taxes & Penalties		67 Transactions
	Final Total:			8,150.86	59 Vendors	67 Transactions	

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	13	8,150.86	Taxes & Penalties
All Funds		8,150.86	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: 10-23-12

From: Sheriff Scott Turner

Title of Item: STS Donation

Requested Meeting Date: 11/06/12 Est. Presentation Time: _____

Presenter: Sheriff Scott Turner

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 Routine Business
- Adopt Ordinance Revision
- Approve/adopt proposal by resolution (attach draft resolution)
- Other (please list) **Consent Agenda**

Fiscal Impact (check all that apply)

- 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)

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: October 23, 2012
FROM: Sheriff Scott Turner RE: STS Donation

The McGregor Area Lions Club has made a generous donation of \$1,500 to the Aitkin County STS program.

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



To: Chairperson, Aitkin County Board of Commissioners

Date: October 19, 2012

Via: Patrick Wussow, County Administrator

From: Kirk Peysar, County Auditor

Title of Item:

Fire Protection Contract with Ball Bluff Township

Requested Meeting Date: November 6 Estimated Presentation Time: n/a

Presenter: Kirk Peysar

Type of Action Requested (check all that apply)

- For info only, no action requested Approve under Consent Agenda
- For discussion only with possible future action Adopt Ordinance Revision
- Let/Award Bid or Quote (attach copy of basic bid/quote specs or summary of complex specs, each bid/quote received & bid/quote comparison)
- Approve/adopt proposal by motion Approve/adopt proposal by resolution (attach draft resolution)
- Authorize filling vacant staff position
- Request to schedule public hearing or sale Other (please list) _____
- Request by member of the public to be heard
- Item should be addressed in closed session under MN Statute _____

Fiscal Impact (check all that apply)

Is this item in the current approved budget? Yes No (attach explanation)

What type of expenditure is this? Operating Other (attach explanation)

Revenue line account # that funds this item is: _____

Expenditure line account # for this item is: 04-422-6801

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) contract

Provide eleven (11) copies of supporting documentation NO LATER THAN Wednesday at 8:00am to make the Board's agenda for the following Tuesday. Items WILL NOT be placed on the Board agenda unless complete documentation is provided for mailing in the Board packets. (see reverse side for details)

Kirk Peysar
Aitkin County Auditor
209 Second Street Northwest Room 202
Aitkin, Minnesota 56431
218.927.7354

October 19, 2012

To: Board of Commissioners

From: Kirk Peysar, County Auditor 

Re: 2013 Fire Protection contract with Ball Bluff Township

Ball Bluff Township has submitted a renewal contract to provide fire protection to the 3 neighboring unorganized townships. The allocation of fire protection costs are as follows: 51-22 \$127.82; 52-22 \$7,746.52; and 52-24 \$1,400.81

Request to authorize signatures to the 2013 Fire Protection contract with Ball Bluff Township for the unorganized townships.

**Jacobson Volunteer Fire Department
Fiduciary Agent: Ball Bluff Township
Fire Protection Agreement
with Aitkin County Fiduciary Agent for:
Unorg. Townships: 51-22, 52-22, 52-24
Effective January 1, 2013**

This agreement made and entered into by and between the Jacobson Volunteer Fire Department, in the Township of Ball Bluff, in the County of Aitkin in the State of Minnesota and the Townships of 51-22, 52-22, 52-24, a township of the County of Aitkin in the State of Minnesota.

WHEREAS, the Townships of 51-22, 52-22, 52-24 desires the services of the Jacobson Volunteer Fire Department in case of fires occurring in 51-22, 52-22, 52-24 Townships as well as the emergency medical services of the Jacobson Volunteer Fire Department 1st Responders in case of a medical emergency, and

WHEREAS, the Township of Ball Bluff maintains a volunteer fire department with emergency medical response capability, which department is available to provide fire protection and emergency medical response services to properties located in the Townships of 51-22, 52-22, 52-24, and

THEREFORE, it is agreed by and between said parties as follows:

1. The Jacobson Volunteer Fire Department shall provide fire protection and emergency medical response services to those properties in 51-22, 52-22, 52-24 Township lying within the areas outlined in red on the attached map. Such fire protection and emergency medical response services shall be provided from January 1, 2013 through December 31, 2013 with the existing and any newly-obtained fire, medical equipment, apparatus and with members of the Jacobson Volunteer Fire Department.
2. Jacobson Volunteer Fire Department agrees to provide fire protection and emergency medical response services as described above to 51-22, 52-22, 52-24 Township in exchange for payment of the portion of the budget that would be equal to the portion of 51-22, 52-22, 52-24's tax capacity in relation to the tax capacity of the fire departments total coverage area. The portions are as follows 51-22 \$127.82, 52-22 \$7,746.52, 52-24 \$1,400.81, which will provide coverage from January 1, 2013 to December 31, 2013. Payment arrangements should be made with the clerk of Ball Bluff Township (fiduciary agent of the Jacobson Volunteer Fire Department), 68368 198th Ave., Jacobson, MN 55752.
3. The Jacobson Volunteer Fire Department's obligation to provide fire protection service and emergency medical response shall be subject to the following:
 - a. If road and weather conditions at the time of the call are such that the fire/medical run cannot be made with reasonable safety to men and equipment, and the decision of the Fire Chief or his Assistant or Captains in charge shall be final in such matter, no obligation arises under this agreement on the part of the Jacobson Volunteer Fire Department to answer such call.
 - b. In the event that a sufficient amount of the fire fighting/medical equipment and number of volunteer firemen, or both, are committed at the time of which another fire call comes in from the dispatcher of Aitkin County, in the sole judgment of the Fire Chief, his Assistant or Captains, to fighting pre-existing fires or attending pre-existing medical emergencies, so as to render the available equipment and manpower inadequate to answer a fire or medical call from the dispatcher of Aitkin County, no obligation shall arise under this agreement to answer such call. A pre-existing fire/medical emergency for the purposes of this agreement shall be a fire/medical emergency to which the Jacobson Volunteer Fire Department is called previous to receiving the call from the dispatcher of Aitkin County and which fire is still being fought or medical emergency is still being attended to by the Jacobson Volunteer Fire Department at the time the call from the dispatcher of Aitkin County is received.

- c. In the event a fire call is answered by the Jacobson Volunteer Fire Department, but before the fire in question is extinguished, the fire fighting equipment or volunteer firemen, or both are needed to fight another fire in the Jacobson Fire Departments fire district to protect property in the Jacobson Fire Departments fire district from a fire, the Chief or his Assistant Chief or Captains without liability therefore to any person or to the Jacobson Volunteer Fire Department or Township of Ball Bluff under this agreement, may in their judgment recall the fire equipment and firemen to another emergency for the purpose of fighting the fire in the fire district. The judgment of the Fire Chief, Assistant Chief or Captains shall be final and no person or party shall have recourse against the Townships or fire department for any damages or losses resulting from such action or decision.
- d. The first Responder's protocols for medical response units receiving medical direction from Med-1 Ambulance Service Inc., Minnesota Emergency Medical Services Regulatory Board, Minnesota Statutes 144E.27 subd. 5: The 1st responders from the Jacobson area and of the Jacobson Volunteer Fire Department responds in the geographical are licensed to Med-1 Inc. and their mutual aid area.
- 4. The parties acknowledge the fact that the Jacobson Volunteer Fire Department may enter into similar contracts with other townships, and acknowledge that the Jacobson Volunteer Fire Department has entered into mutual aid contracts with other Fire Departments in other municipalities, and that a fire call under any such contract preceding a call in the Township could be a valid and reasonable basis for the decision of the Fire Chief, Assistant Chief or Captains in refusing to answer a fire call in the Township.
- 5. Because the Jacobson Volunteer Fire Department has heretofore entered into mutual assistance fire fighting agreements with other municipalities possessing fire fighting equipment and firemen, which equipment and firemen could be called by the Chief, Assistant Chief or Captains to a fire in the Township, the Township agrees to pay such additional cost as may be incurred thereby if the sole judgment of the Chief, or his Assistant Chief or Captains, such additional fire fighting equipment and firemen are needed to fight a fire in the Township and are in fact called to such fire by the Chief, or his Assistant Chief or Captains.
- 6. Ball Bluff Township shall appoint one person from its board to sit on the Jacobson Volunteer Fire Department Budget Committee to assist in preparing the following year's fire department budget and attend their monthly fire department meetings.
- 7. Townships contracted with the Jacobson Volunteer Fire Department is invited to send representatives to the Jacobson Volunteer Fire Department meetings and Ball Bluff Township meetings. The Jacobson Volunteer Fire Department business meeting is held the first Thursday of each month. The Township of Ball Bluff meets the second Tuesday of each month.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals this 9th day of October, 2012.

Township of Ball Bluff Township

by Steven J. Soars

Chairman

Attest: Sammy Swing

Township Clerk

by Dale [Signature]
Fire Chief

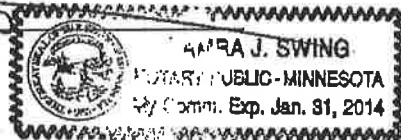
Township of Unorganized 51-22, 52-22, 52-24

by _____

Chairman

Attest: _____

Township Clerk



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: LAND Dept

Title of Item:

Setting dates for timber sales on County Admnded lands

Requested Meeting Date: 11/6/12 Estimated Presentation Time: n/a

Presenter: M JAWBS

Type of Action Requested (check all that apply)

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

Mark Jacobs

From: Mark Jacobs [mjacobs@co.aitkin.mn.us]
Sent: Wednesday, October 31, 2012 10:43 AM
To: 'Mark Jacobs'
Subject: Set date for County timber sales

To: County Board
CC: County Administrator

The attached resolution sets the date for the next timber auction a for those to be held in 2013. Typically we do these one at a time; but we feel that timber operators ability to know these dates ahead of time might be beneficial to their business planning.

Thank you.



Mark Jacobs
Land Commissioner
Aitkin County Land Department
209 2nd St. NW Room #206
Aitkin, MN 56431
P: 218-927-7367
F: 218-927-7249

This transmission (the e-mail and all attachments) is confidential and intended solely for the use of the addressee(s). If you have received this transmission in error, please notify the sender by reply and delete this transmission immediately. Any unauthorized distribution, or copying of this transmission, or misuse or wrongful disclosure of information contained in it, is strictly prohibited. The information contained in this document is provided on an as-is basis and does not constitute a binding legal contract or receipt for services.

By Commissioner: xx

110612-1xx

Set Timber Sale Dates

BE IT HEREBY RESOLVED, that certain tracts of timber on tax-forfeited land in Aitkin County will be offered for sale on a public oral bid auction, without the sale of land at 8:30 a.m. on December 10th, 2012 at Long Lake Conservation Center, Palisade, MN.

BE IT HEREBY RESOLVED, that certain tracts of timber on tax-forfeited land in Aitkin County will be offered for sale on a public oral bid auction, without the sale of land at 9:00 a.m. on May 6th, 2013 at Long Lake Conservation Center, Palisade, MN.

BE IT HEREBY RESOLVED, that certain tracts of timber on tax-forfeited land in Aitkin County will be offered for sale on a public sealed bid auction, without the sale of land at 1:00 PM on August 21, 2013 at the Aitkin County Courthouse Boardroom, Aitkin, Mn.

BE IT HEREBY RESOLVED, that certain tracts of timber on tax-forfeited land in Aitkin County will be offered for sale on a public oral bid auction, without the sale of land at 10:00 a.m. on December 9th, 2013 at Long Lake Conservation Center, Palisade, MN.

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 6th day of November 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 6th day of November 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: 10-3-12

Via: Patrick Wussow, County Administrator

From: Patrick Wussow, County Administrator

Title of Item:

Employee Recognition

Requested Meeting Date: 11-6-12 Estimated Presentation Time: 5 minutes

Presenter: Patrick Wussow County Administrator

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) employee 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)

AITKIN COUNTY ADMINISTRATION

Aitkin County Courthouse
217 Second Street N.W. Room 130
Aitkin, MN 56431
218-927-7276
Fax: 218-927-7374

TO: Aitkin County Board of Commissioners
FROM: Patrick Wussow, County Administrator
RE: Employee Recognition
DATE: October 3, 2012

Each quarter the County recognizes employees for their years of service. At today's meeting you will congratulate employees that have had anniversary dates in the past three months. Please help us in acknowledging their years of service as a valued Aitkin County Employee.

Attached are the individuals and their years of accomplishment.

Third Quarter 2012 Recognition

5 Years

Penny Harms, VSO

Benjamin Mowers, Sheriff

Jan West, H&HS

10 Years

Ross Wagner, Economic Development

15 Years

Daniel Haasken, Land

Gerald Olson Jr., R&B

Cindy Bistodeau, IT

25 Years

Tracy Fairchild, Land

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



To: Chairperson, Aitkin County Board of Commissioners Date: 10-31-12

Via: Patrick Wussow, County Administrator

From: John Welle

Title of Item:

Advance Payment of 2013 State-Aid

Requested Meeting Date: 11-06-12 Estimated Presentation Time: 5 minutes

Presenter: John Welle

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 bld/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 Routine Business
- 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 COMMISSIONER'S MEMO

TO: Aitkin County Commissioners
Patrick Wussow, County Administrator

FROM: John Welle

DATE: October 31, 2012

Regular Agenda Item:

Advance payment of 2013 State-Aid

Summary:

To offset costs incurred by the specified projects during this past construction season, advance payment of 2013 state-aid funds are requested by the following resolution.

Resolution:

WHEREAS, the County of Aitkin has implemented County State Aid Street Projects in 2012 which will require State Aid funds in excess of those available in its State Aid Regular Construction Account, and

WHEREAS, said County has proceeded with the construction of said projects through the use of an anticipated advance from the County State Aid Construction Fund to supplement the available funds in their State Aid Regular Construction Account, and

WHEREAS, the advance is based on the following determination of estimated expenditures:

Account Balance as of 10-31-12:	\$ 513,084
Less estimated disbursements:	
S.P 001-603-012	\$ 700,000
S.A.P. 001-632-004	\$1,304,309
S.A.P. 001-605-009	\$ 419,719
Total Estimated Disbursements	\$2,424,028
Advance Amount (amount in excess of acct balance)	\$1,910,944

WHEREAS, repayment of the funds so advanced will be made in accordance with the provisions of Minnesota Statutes 162.08, Subd. 5 & 7 and Minnesota Rules, Chapter 8820, and

WHEREAS, the County acknowledges advance funds are released on a first-come-first-serve basis and this resolution does not guarantee the availability of funds.

NOW, THEREFORE, Be It Resolved: That the Commissioner of Transportation be and is hereby requested to approve this advance for financing approved County State Aid Highway Project(s) of the County of Aitkin in an amount up to \$1,910,944 in accordance with Minnesota Rules 8820.1500, Subp. 9. I hereby authorize repayments from subsequent accruals to the Regular/Municipal Construction Account of said County from future year allocations until fully repaid.

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



To: Chairperson, Aitkin County Board of Commissioners Date: 10-31-12

Via: Patrick Wussow, County Administrator

From: John Welle

Title of Item:

Partial Vacation of CR 85 Right-of-Way

Requested Meeting Date: 11-06-12 Estimated Presentation Time: 5 minutes

Presenter: John Welle

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 Routine Business
- 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)
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- 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 COMMISSIONER'S MEMO

TO: Aitkin County Commissioners
Patrick Wussow, County Administrator

FROM: John Welle

DATE: October 31, 2012

Regular Agenda Item:

Partial Vacation of County Road 85 Right of Way

Summary:

Another landowner adjacent to CR 85 on the northwest side of Mille Lacs Lake recently requested that we vacate the outer 40 feet of the 100-foot right of way that MnDOT reverted to Aitkin County when US Hwy 169 was realigned many years ago. This is the second such request on CR 85 this year. My office has reviewed this request and is agreeable to the proposed vacation. The attached resolution provides for the vacation of right of way as described.

Resolution:

WHEREAS, Aitkin County acquired right-of-way on Aitkin County Road No. 85 as a Trunk Highway Turnback from the Minnesota Department of Transportation, and

WHEREAS, portions of excessively wide right-of-way can restrict a landowner's ability to improve the property, and

WHEREAS, a landowner has requested the vacation of the outer 40 feet of right-of-way through his property to reduce the right-of-way width from 100 feet to 60 feet, measured from the centerline of County Road No. 85, and

WHEREAS, it has been determined that the right-of-way is excessively wide in this area and therefore can be reduced to a width of 60 feet from the centerline of County Road No. 85.

NOW, THEREFORE, BE IT RESOLVED, in accordance with Minnesota Statute 163.11, Subd. 1 and 4 that the portion of Aitkin County Road No. 85 right-of-way hereinafter described is hereby vacated so that the property reverts to the owner of said property.

That portion of the existing right-of-way of County Road No.85 (Pike Avenue) also known as Old US Highway 169, said existing right-of-way having been previously established at 100 feet in width, as per the Final Certificate filed in Book "64" of Deeds, page 53 in the office of the Aitkin County Recorder, that lies within the Northeast Quarter of the Southwest Quarter (NE 1/4 of SW 1/4) of

Section Six (6), Township Forty-four (44), Range Twenty-seven (27), lying East of 455th Avenue (Round Lake Road), as that road is defined and described in the Judgment recorded in Book "59" of Deeds, page 456, and lying Northwesterly of the following described line; Commencing at the Northeast corner of said NE 1/4 of the SW 1/4; thence on an assumed bearing of South 00 degrees 50 minutes 36 seconds East, along the east line of said NE 1/4 of the SW 1/4, a distance of 611.28 feet to the point of beginning of the line herein described; thence South 41 degrees 01 minutes 29 seconds West, 660.31 feet; thence South 42 degrees 36 minutes 57 seconds West, 150.74 feet to the centerline of said Round Lake Road and there terminating.

It is the intent of this vacation to establish a new right-of-way width on the northerly side of this portion of County Road No. 85, said new right-of-way being 60 feet in width, being parallel with and 60 feet northwesterly of the existing centerline of said County Road No. 85.

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



To: Chairperson, Aitkin County Board of Commissioners Date: 10/25/12

Via: Patrick Wussow, County Administrator

From: Lori Grams, County Treasurer

Title of Item:

2012 3rd Quarter Investment Report

Requested Meeting Date: 11/6/12 Estimated Presentation Time: 10 Minutes

Presenter: Lori Grams

Type of Action Requested (check all that apply)

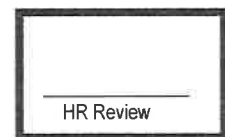
- For info only, no action requested
- For discussion only with possible future action
- Let/Award Bid or Quote (attach copy of basic bid/quote specs or summary of complex specs, each bid/quote received & bid/quote comparison)
- Approve/adopt proposal by motion
- Authorize filling vacant staff position
- 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)
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- 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) _____

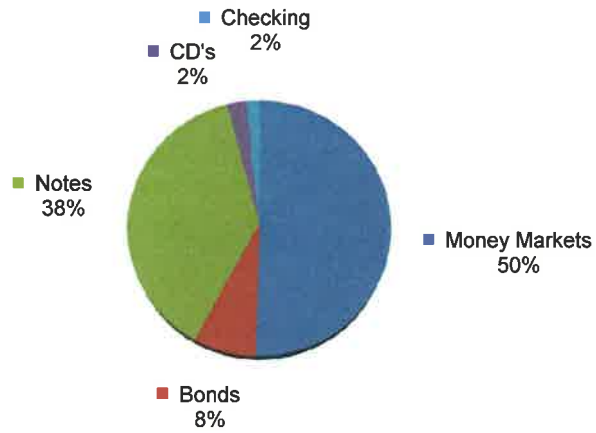
Provide eleven (11) copies of supporting documentation NO LATER THAN Wednesday at 12:00 pm to make the Board's agenda for the following Tuesday. Items WILL NOT be placed on the Board agenda unless complete documentation is provided for mailing in the Board packets. (see reverse side for details)

September 2012

INVESTMENT PORTFOLIO DIVERSIFICATION

PORTFOLIO

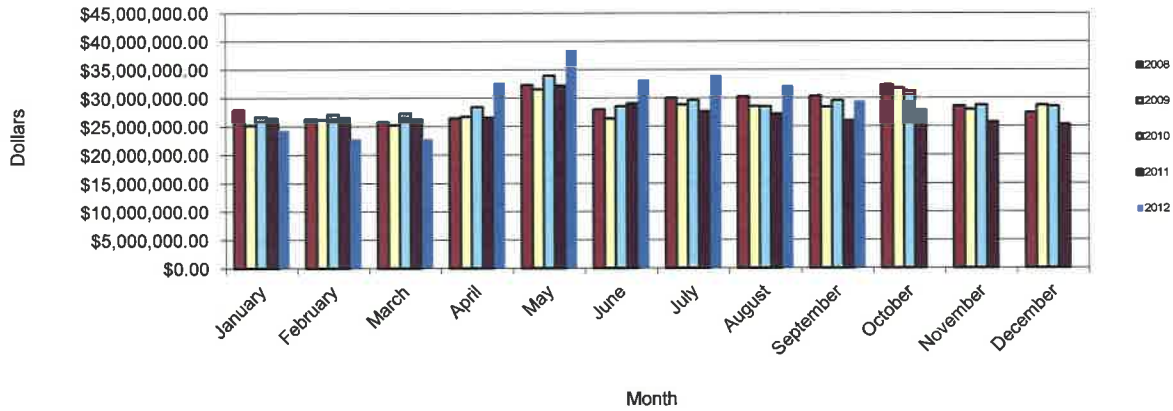
Money Markets	\$14,903,611.83
Bonds	\$2,203,502.74
Notes	\$11,245,626.39
CD's	\$725,000.00
Checking	\$491,183.87
Total	\$29,568,924.83



PORTFOLIO BALANCE

	2008	2009	2010	2011	2012
January	\$27,908,020.26	\$25,194,388.78	\$26,731,514.66	\$26,414,041.13	\$24,367,549.40
February	\$26,373,147.07	\$26,188,647.90	\$27,106,213.10	\$26,547,115.00	\$22,873,046.63
March	\$25,792,699.32	\$25,239,433.34	\$27,319,533.28	\$26,288,864.37	\$22,854,934.11
April	\$26,418,626.54	\$26,722,004.25	\$28,410,235.28	\$26,536,253.86	\$32,720,309.44
May	\$32,300,495.26	\$31,535,384.44	\$33,936,657.66	\$32,170,929.96	\$38,314,598.16
June	\$27,941,286.75	\$26,371,848.84	\$28,513,599.15	\$29,058,120.68	\$33,155,604.57
July	\$30,008,799.83	\$28,819,409.17	\$29,590,832.38	\$27,638,077.10	\$33,946,246.47
August	\$30,260,786.72	\$28,541,750.41	\$28,461,956.29	\$27,200,515.06	\$32,141,928.59
September	\$30,326,568.82	\$28,411,312.58	\$29,575,813.54	\$25,975,141.17	\$29,568,924.83
October	\$32,240,650.84	\$31,669,517.19	\$31,220,715.67	\$27,828,872.25	
November	\$28,558,874.89	\$27,959,080.25	\$28,694,285.12	\$25,775,604.86	
December	\$27,418,422.97	\$28,709,618.19	\$28,479,935.82	\$25,325,566.17	
Average Balance	\$28,795,698.27	\$27,946,866.28	\$29,003,441.00	\$27,229,925.13	\$29,993,682.47

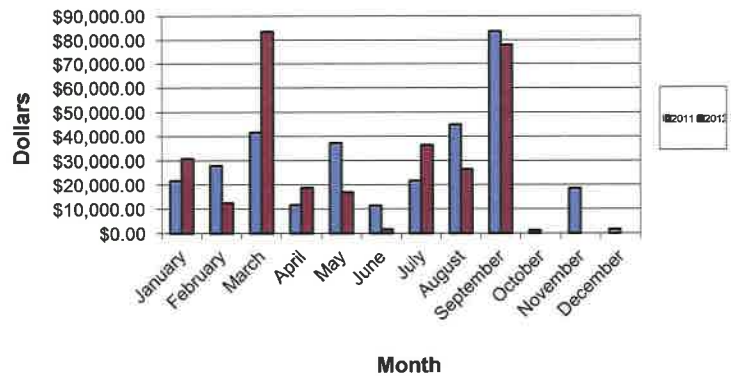
PORTFOLIO BALANCE



INTEREST EARNED

	2011	2012
January	\$21,689.88	\$30,742.41
February	\$27,865.26	\$12,328.44
March	\$41,497.05	\$83,440.09
April	\$11,535.59	\$18,700.83
May	\$37,155.01	\$16,880.42
June	\$11,367.88	\$1,647.07
July	\$21,697.82	\$36,318.88
August	\$44,857.31	\$26,478.67
September	\$83,558.37	\$77,830.49
October	\$1,210.87	
November	\$18,473.37	
December	\$1,582.18	
Total	\$322,490.59	\$304,367.30

INTEREST EARNED



Interest Earned

2010	530,362.75
2009	633,133.99
2008	\$1,030,195.48

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



To: Chairperson, Aitkin County Board of Commissioners Date: October 30, 2012

Via: Patrick Wussow, County Administrator

From: Patrick Wussow, County Administrator

Title of Item: Geocaching Challenge Report

Requested Meeting Date: 11/06/2012 Estimated Presentation Time: 15 minutes

Presenter: Rich Courtemanche - Asst. Land Commissioner

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) Tourism Grant
- 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.

MEMO - Aitkin County Land Department

To: Aitkin County Board of Commissioners
From: Rich Courtemanche
CC:
Date: 10/30/2012
Re: Geocaching Challenge Report



The Aitkin County Board of Commissioners awarded a tourism grant of \$608 to create a geocaching challenge tied to the grand opening of the new Northwoods ATV trail. This presentation is to summarize the benefits that grant has had for Aitkin County.

Attached is a brief synopsis and a synopsis of the comments received as of October 9, 2012.

The challenge continues through December 31, 2012.

Sincerely,

Rich Courtemanche
Assistant Land Commissioner

Geocaching is the rapidly growing outdoor activity that combines the use of a GPS, the excitement of finding hidden treasure, and the enjoyment of exploring new places. The Aitkin County Land Department, Economic Development, and Trail Towns sought to use this family friendly activity to encourage people to explore Aitkin's trails, parks system, and communities by creating a countywide geocaching challenge. The Aitkin County Board of Commissioners agreed and awarded a tourism grant of \$608 to create a geocaching challenge tied to the grand opening of the new Northwoods ATV trail. On June 7, 2012, the challenge was published on the Aitkin County website www.aitkin.co.mn.us and on www.geocaching.com.

A total of twenty treasure boxes (called caches) were placed throughout Aitkin with a unique trading card depicting historic places and activities in each cache. The response and reviews of the challenge have been great (an MS Excel table of some of the comments is attached) An award of either an Aitkin County Bird Guide or an Aitkin County Plat book is awarded to individuals who find at least 15 of the 20 geocaches.

Here are some of the highlights:

- As of October 3 there have been 433 separate caches found
- There have been 10 people to finish the challenge (5 Plat Books, 5 Bird Guides)
- There have been only positive comments in the logs entries (100%)
- We have received 17 "Favorites" designations by geocachers
- There have been many pictures posted and here are my 3 favorites. (Permission has been obtained from the parents to use these pictures)

The challenge continues through December 31, 2012.

Geocaching Challenge:

As of September 26, 2012...

There have been 433 separate caches found

There have been 10 people to finish the challenge (5 Plat Books, 5 Bird Guides)

There have been only positive comments in the logs entries (100%)

We have received 17 "Favorites" designations by geocachers

There have been many pictures posted and here are my 3 favorites



Cache	Found	Favorites	Pics	Some of the comments
ACLD Turner Access	24	2	ACLD Turner Geo-kids.jpg ACLD Turner Geo-water access.jpg	<p>Nice little lake, may have to come back fishing. also spooked seven ducks at landing.</p> <p>We were taking a detour (or the long way home) and were surprised to see this one pop up. Nice hide in a great area. We really had to work hard to keep Tubbs out of the water (he loves to swim and fetch his bumper!). We took a card. SL TFTC!</p> <p>I started this series the other day and couldn't finish. I enjoyed this series so much I decided to finish it. The caches I found were great: good caches, in great locations, with excellent coords and hints. I had to muscle my way into the cache. Of course, I had to leave a pt here. That was a no brainer. TFTC</p> <p>Thanks to my pal geoilmay I discovered this series. I had the day off of work so I decided to make the road trip. I left home about 8 a.m. and returned at 11 p.m. I managed to find all 20; 12 FTF's and 8 STF's and a few misc caches thrown into the mix made for a great adventure. Thanks for the Fun!</p>
ACLD McGregor Town	37	0		<p>Found on our way camping. Tftc !</p> <p>Thanks much! These cards are great. S.</p> <p>Camping nearby for the weekend, picking up some caches in McGregor this awesome summer evening, start of a perfect weekend! TFTC</p> <p>FTF 06-08-12 15:25 Thanks to my pal geoilmay I discovered this series. I had the day off of work so I decided to make the road trip. I left home about 8 a.m. and returned at 11 p.m. I managed to find all 20; 12 FTF's and 8 STF's and a few misc caches thrown into the mix made for a great adventure. Thanks for the Fun!</p>
ACLD McGregor Soo	36	2		<p>Nice cache location near some history information about the town. Very good hide, we really liked the host.</p> <p>Never found one of those there before! Nice hide - again, I was tentative in checking things out, but yep, that was the place. Pretty chilly out this morning, but no rain - or snow - yet. I'll take cold over hot. TNLN. From what I've seen, this is a great series. Caches are well placed, in good containers and locations. Thanks for the hide.</p> <p>The Fairer Half took Tubbs down the trail in search of agates and let me find one. I really enjoyed the hide here (like the earlier one), but there was a big nasty spider inside. Got another card! SL, TFTC!</p> <p>Nice family friendly cache!</p> <p>First day ever geocaching and we're hooked!! So much fun!</p>
ACLD Jacobson	27	1		<p>Sweet hide! Dead day on the ball field, no stealth needed today</p> <p>Quick find on our geo trek. Caching with part of the Goldsgoonies Awesome container! SL TFTC!</p> <p>It was like ordering at a drive thru window: seriously a neat cache. Took card #154 and look forward to trying to collect more when i am in the area. TFTC</p> <p>Lots of stuff to see here in the suburbs of Jacobson! Great cache thanks!</p>
ACLD Palisade	22	0		<p>Nice easy find. Kid friendly.</p> <p>Nice to return to Palisade now and then. I found the cache then drove around town to see the sights again. I took nothina. left nothina. and sianed the loa. Thanks again for this cache.</p> <p>Yup I agree it's there, very well hidden.</p> <p>Out caching with tworiverseagle for the weekend. 9 out of 20 for the ACLD caches. Tricky hide, made sure we placed the cache back exactly how we found it. TFTC.</p> <p>Found 6-24 after having a great lunch at the nearby cafe :)</p>

Cache	Found	Favorites	Pics	Some of the comments
ACLD Solana ATV Loop	15	1		<p>Fish2007 and I were caching in the Solana State Forest today. It really felt like a fall day today and some of trees were in full color. It's a great time of the year to be here. Thanks for placing this cache. I took a card and signed the log</p> <p>Drove up to Solana SF today to check out this section of the State Forest I haven't visited before and pick up a 'few' caches while I was at it. tftc</p> <p>We set our sights for Solana State Forest today and the weather report looked much more promising than the last time we were here. We started our day with a 2 mile hike for a couple of caches just to get warmed up from the cool morning air and that was all it took. Some of the finds came easier than others, but then there were few that required extensive searching before the cache was found. There was a couple that we never did find. We met the caching teams of Two of Hearts riding with Butcher and Swimmer a couple times on the trail...it is always good to see fellow cachers/friends playing the game. Some of the minimum maintenance roads were challenging to navigate, especially when meeting ATV's head on with hardly any room to pass. On one of those roads I managed to run the vehicle up on a log which brought us to a sudden halt. I think it took close to an hour to get back on the trail again. Another road we actually dragged a tree top off of the road so we could drive passed! We would like to thank the CO's for all of the hard work in getting these hidden and maintaining them for the likes of us. We had a great time and I think Tubbs will sleep in tomorrow! It was a nice walk to this cache and did not encounter an</p> <p>Driving home from a day of State Forest fun, so we had to stop. TFTC</p> <p>Found lots of agates on the trek to this one too!!</p> <p>I started this series the other day and couldn't finish. I enjoyed this series so much I decided to finish it. The caches I found were great: good caches, in great locations, with excellent coords and hints. I parked in the wrong place. I thought I had to bushwhack about 500 ft. I went through a wetland and looked rather bedraggled and sloshed around in wet shoes the rest of the day. If this looks too hard look again for a better plan of attack. TFTC</p>
ACLD Jacobson Campground	20	4	ACLD Jacobson SLAG.jpg	<p>This was not on my agenda, but I was so close...what better time? Glad I made that choice. I would never have seen this campground otherwise. Are those camper cabins? I will have to check that out - this could be a good home base for future caching trips. First ammo can of the day. I bet I don't find many of those where I am headed</p> <p>Very pretty spot along the river - thanks for the cache and for bringing me out here.</p> <p>Thanks for the cache. Now that's what I call service, providing a drinking fountain nearby. SL</p> <p>A gorgeous stop along the Great River road. We're imagining a canoe trip here. Tftc!</p> <p>What a great little place! Might have to come back here to camp! TFTC!</p> <p>A nice little campground, I don't think I have ever been back here before. Love the natural wells, but have no empty containers to fill. I TNLN and SL. Thank you for this cache.</p>
ACLD Hill City	34	0	ACLD Hill City Geo-Kids.jpg	<p>Camping at Quadna with Minnesotaman6 and decided to find a few caches in the area. Seems like the container was missing - iust a zip lock bag with TB inside.</p> <p>The last cache for the night. My chauffeur and I are on our way home, but couldn't pass up a couple ACLD caches- we will return later this summer for the rest.</p> <p>Great place to take a break from the weekend traffic. TNLNSL TFTC</p>

Cache	Found	Favorites Pics	Some of the comments
ACLD Willow River Bridge	22	4 ACLD Willow River Geo-baby.jpg	<p>There was a pretty good size group of 4 wheelers stopped close to the bridge, and we just busted right through them This is a really nice trail, I was almost wishing it was longer just to enjoy the walk, but was really glad it was not longer as it started raining after we found the cache Really nice walk to this one. May go again just for the walk.</p> <p>We had our granddaughter for a couple of days and thought we would take her out for a walk. We gave her a gps (she has no clue how or what it does, but it was so cute). We found the cache and she had to help us. It was so precious, I will post a picture! Met up with a group on 4-wheelers, enjoying the trail. Beautiful spot for everyone to enjoy. So glad it dried out! TFTC</p> <p>I'm glad I didn't come looking for this one with all the water! All dry back here today! Good thing the container has a hold down device for all that water! Seen some big paw prints under the bridge. I'm amazed at how often I see the bridges from Alex all over the country! TFTC!</p> <p>Much better conditions today! I was able to access area with ease, make the find, sign in, and trade nothing. The skeeter bugs weren't even bad today, but I came prepared for them. Have pictures which I may post when I get home Thanks for this hide neat area!</p> <p>Great spot bring a lunch! SLTk a card and LN T4t\$</p> <p>What a great place this is. Even my son hopped out of the vehicle to check it out. Thank you very much for placing a cache here so we could appreciate some of the work done by the ATV enthusiasts.</p>
ACLD Swatara Soo Trail	23	1 ACLS Swatara Buildings.jpg	<p>Wow, I would have never known about this town if not for geocaching. Thanks! I wish we would have toured it a little more to see what other old buildings were around, but the two by the trail were cool.</p> <p>Pretty easy find - really like the county ones</p> <p>nice trail for walking as well. We kept on going to the Swatara cache. It was a nice crisp day...TF</p> <p>Was hoping to have lunch at the nearby cafe, but was closed d/t flooding :(oh well :) fun anyways! TFTC</p> <p>Out on a ATV rider for The Rapids Riders! Fd and sl and left a TB t4t\$</p>
ACLD Lone Lake Beach	19	0	<p>Nice hide, nice area. Thanks!!</p> <p>We pretended to walk him in the woods and that we were just passing thru (we laughed) because we were just passing thru and we were able to be very sneaky. Nice spot, we did not know about this beach. TFTC</p> <p>Great beach. TFTC.</p> <p>After a few hours of playing on the lake, my brother drove his boat over to this beach and we relaxed for awhile. I noticed there was a cache here so we decided to check it out even though we weren't prepared for the ravenous mosquitoes</p>

Cache	Found	Favorites	Pics	Some of the comments
ACLD Long Lake CC	17	1		<p>seen eight turkeys and three deer and lots of acorns to walk on.</p> <p>It's been 34 years since I've been to the Long Lake Conservation Camp. Memories are vague, but some are still solidly there. Neat to come back and reminisce. Grabbed the TB but otherwise just signed in and replaced as found. Thank you for bringing me back here.</p> <p>Found 6-23. Our first geocache ever! And we're hooked!!</p> <p>My GPSr finally settled in where it should have been. L:pt My Dad taught an occasional class here back in the 1960's and 1970's so it holds special memories for me. I was too young to be in the classes but would hear about them. TFTC</p> <p>Out caching with tworiverseagle for the weekend. 8 out of 20 for the ACLD caches. Thought this area was very pretty. we can't wait to come back and spend some time here. TFTC</p>
ACLD Vispo	13	1		<p>A fun multi cache: a "Duh" moment as I could not figure out the new coords when they were hidden in plain sight. SL. traded TB for Geo coin. tftc</p> <p>TFTC!!! Thanks ACLD for all these caches. You guys rock. Keep up the good work!!!!</p> <p>This was the best ACLD series cache I've found! Thanks for placing one out here!</p> <p>This was a fun one! Road tripping to see my brother and decided to pick this one to do on the way. Had fun hunting as we got caught up in the sticks and hubby took a spill. We laughed as this is normal for us while geocaching but, it is usually me who takes the tumble though. Anyway, this was a beautiful view and our count is now 17 out of 20. Only 3 to go! TFTC!</p> <p>It is a good thing I found this cache after stopping by the office for my prize. I was distracted as soon as I pulled up to the parking area. After looking things over a bit I went back to the task at hand. After finding the final I turned around to leave looked ahead and that was it. I went to get my camera and did much more investigating. I give tours of pioneer Finnish farmsteads. I left with a few answers and many questions. I probably spent as much time here as will be the sum total time of all other cachers that come here. It is a good thing there is only one cache left in the challenge to get.</p>
ACLD Campground	20	0		<p>We came here after the nearby Breakfast Buddies Event to check out the campground. I got a call from a fellow cacher just as we pulled up, so the Fairer Half jumped out of the car and headed toward gz without a gps. When I finally got close she was already checking out the contents of this fun cache. This is our first in the series! TNLNSL, TFTC!</p> <p>Wonderful spot. TFTC</p> <p>What a great day to be outdoors! Thought I'd take a chance at grabbing a FTF up here and am I glad I did! Ate my lunch by the river and enjoyed the birds! Thanks for another exciting cache!</p>
ACLD McGrath Town	23	0		<p>Stopped here on my way to Solana SF this morning. Early enough that I didn't have to contend with any ATV's on the trail. This is the first of the 'official' Aitkin County caches for me. tftc</p> <p>Another great hide this morning outdoors! TFTC!</p> <p>tftc..we are really enjoying this series..sl</p> <p>Taking the long way back to the freeway. Thanks for the cache and the puzzle piece.</p>
ACLD RedTop	17	0		<p>Out for a day of 4-wheeling - cache #2 TFTC -</p> <p>Started my day on this trail! Also hiked up a bit further for two new FTF's! Took my card and signed the log! TFTH!</p> <p>Saw a huge 8/8+ pt buck on the way to this!</p>

Cache	Found	Favorites	Pics	Some of the comments
ACLD Rabey Trail	26	0		<p>The Brides 65th birthday today, so I said we could do whatever she wanted and she said caching. So we're trucking around picking up odds and ends today. TFTC!!</p> <p>beautiful evening for a nice little walk down the trail, signed the log book and grabbed the coin, thank you!</p> <p>Great cache in the woods! Swapped TBs.</p> <p>Out on a. ATV ride great trail! Tnks 4 \$ sl tn left a few smiling Skeeters!!</p> <p>I hope to get the rest very soon. I hadn't been this way in Hill City before. Exchanged pathtags TFTC</p>
ACLD Blind Lake ATV	11	0		TFTC
ACLD Snake River Campground	16	0		<p>Caching in the State Forest with Minnesotaman6 while at the cabin this week. sl tftc.</p> <p>Wow. This looks like a great campground. I wonder if it's quiet on the weekends? SL. Thanks for the cache.</p> <p>Very cool campground. Thinking I may have to add this one to the list of places I would like to set up a tent and spend the weekend. Was pretty quite in here today, like we were the only people in the campground. On the hunt for caches and rolling through this neat place with King Boreas today. TNLNSL</p> <p>I never knew this campground was here so close to many caches. TFTC</p> <p>Went for it anyway as this was the last in the challenge for us. Felt so good to come out with number 20! TFTC and Thanks for the Series! We had a blast!</p>
ACLD Lawler Trail Town	11	0		<p>TFTC! Kids enjoyed the little playground nearby. Actually the adults did too! :)</p> <p>This was an easy find, and one of the best caches we have found so far! TFTC - this was spot one in the ACLD challenge. We will have to find the rest now!</p>
Totals	433	17		

Aitkin County Land Department
Geocaching Challenge – 2012



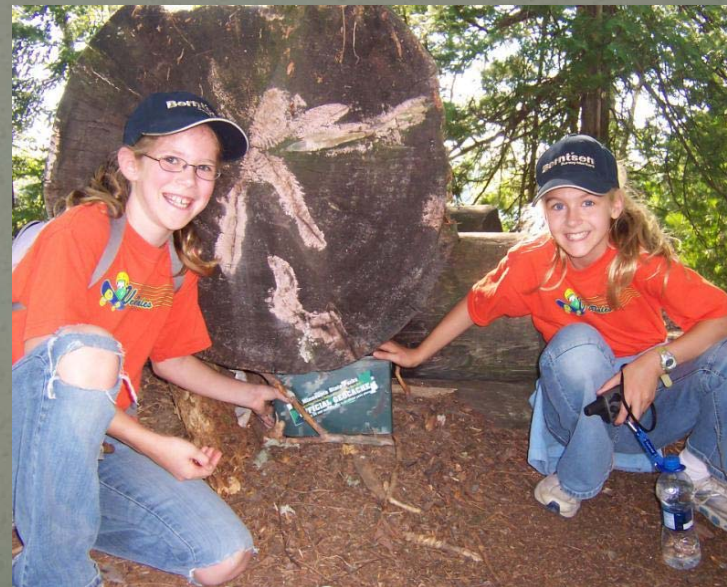
What is Geocaching?

- Outdoor activity
- A treasure hunt using a GPS or GPS enabled phone
- Using coordinates found
 - On the web, typically Geocaching.com –FREE
- Waterproof container
 - Log book to record visitors
 - Larger caches have trinkets to trade
- All ages participate

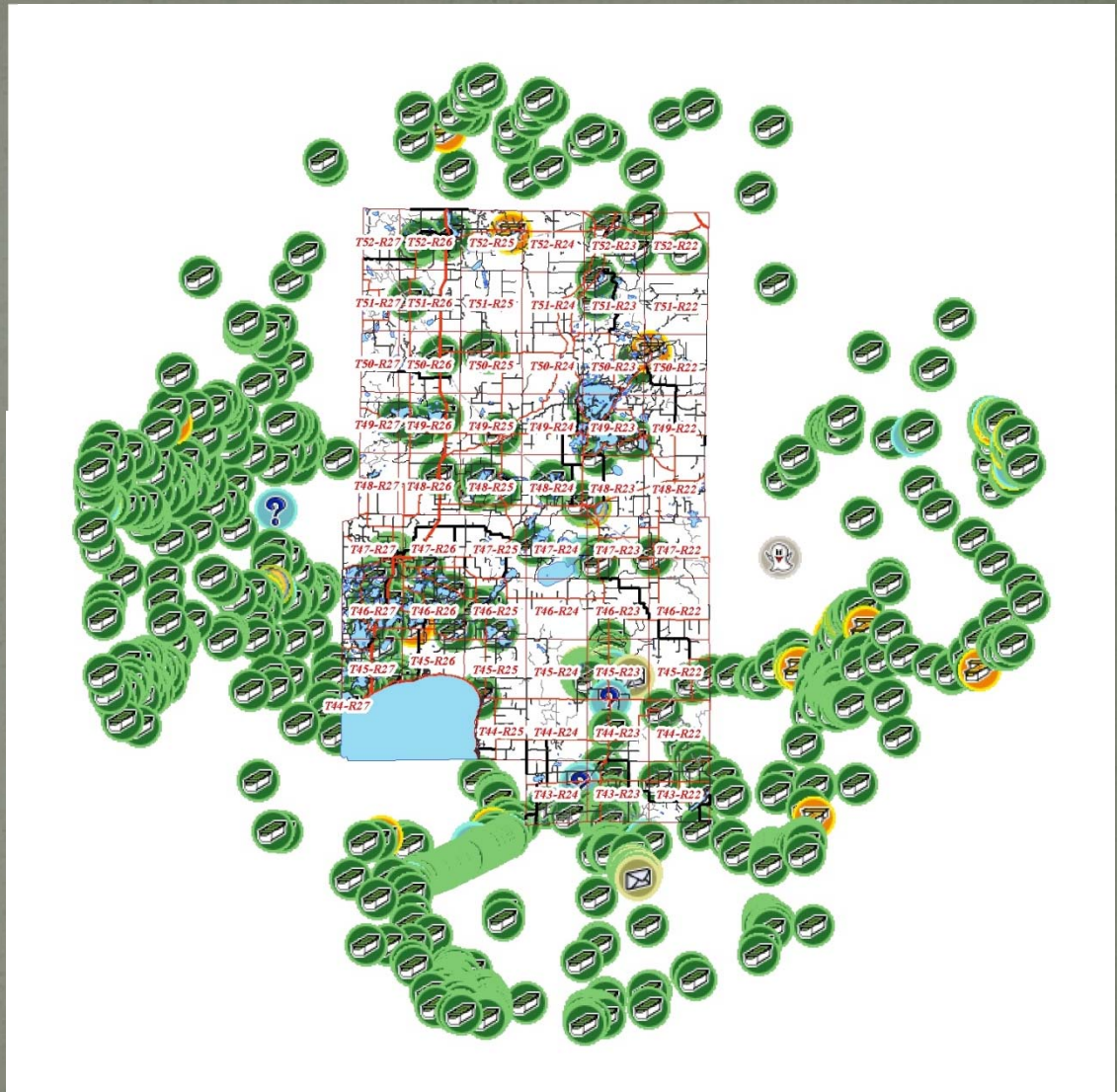


Geocaching Today

- 100 countries
- All 7 continents
- 1,639,000 active caches worldwide
- 5+ million registered geocachers



Existing Geocaches Near Aitkin



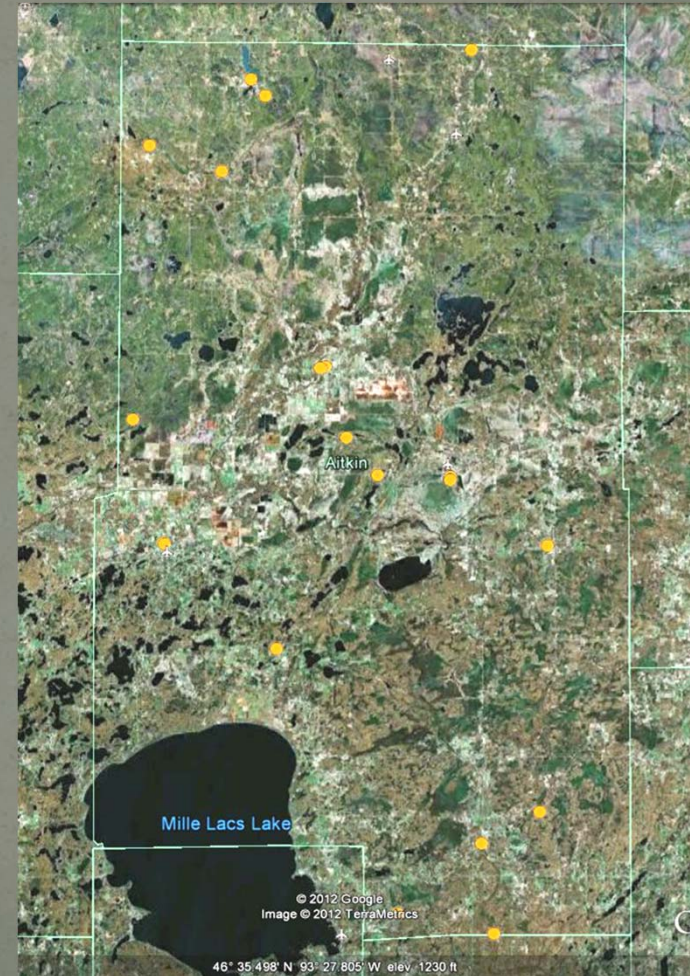
ACLD Geocaching

- Compatible with desired uses of public property
- Referenced in the recreation plan
- Celebrating the ATV trail system
- Promote trail towns along ATV trail
- Promote ACLD parks system
 - LLCC
 - Campgrounds
 - Trails
 - Water Accesses



ACLD Online Account

- Geocaching.com
 - “AitkinCountyLand”
 - Member no. 5459376



Tourism Grant

- \$ 608 Grant from Board of Commissioners
- Allows countywide placement
- Reasonable startup for the county
- Promote trail towns along ATV trail
- Include a Geocaching “Challenge”



2012 Geocaching Challenge

- Different collector card in each cache
- Collect enough cards get a prize
 - Plat Book - Thank you 4H
 - or Bird watching,
 - ~~Collector Token~~
- Promote trail towns along ATV trail



Trail Towns

- Caches getting people off the trail and into towns
- Encourage longer stays to visit new places
- Educate visitors of the history and uniqueness of Aitkin



Challenge to Date (09/26/2012)

- 433 separate log in entries for caches found
- 10 people have finished the challenge
- 100% positive comments (excluding the mosquito comments)
- 17 Favorites designations



ACLD would like to thank:

- Aitkin County Board
- Northwoods ATV Trail
- Aitkin Historical Society
- Aitkin Trail Towns
 - Hill City, Jacobson, Lawler, McGregor, McGrath, Palisade
- Aitkin County Economic Development
- Volunteers/Supporters
 - Leon Hixon (Tidepuddle)
 - Courtemanche Family (Team Cootie)
 - Gina, Elise, Nicole, Annie, Colin
 - King Boreas
 - MN Fruitcake



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



To: Chairperson, Aitkin County Board of Commissioners Date: 10-30-12

Via: Patrick Wussow, County Administrator

From: Patrick Wussow, County Administrator

Title of Item:

Appropriations/Dues Discussion

Requested Meeting Date: 11-6-12 Estimated Presentation Time: _____

Presenter: Patrick Wussow, County Administrator

Type of Action Requested (check all that apply)

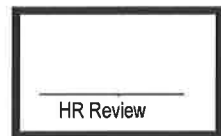
- For info only, no action requested
- For discussion only with possible future action
- Let/Award Bid or Quote (attach copy of basic bid/quote specs or summary of complex specs, each bid/quote received & bid/quote comparison)
- Approve/adopt proposal by motion
- Authorize filling vacant staff position
- 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) worksheets

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 ADMINISTRATION

Aitkin County Courthouse
217 Second Street N.W. Room 130
Aitkin, MN 56431
218-927-7276
Fax: 218-927-7374

TO: Aitkin County Board of Commissioners

FROM: Patrick Wussow, Aitkin County Administrator

RE: Appropriation/Dues Discussion

DATE: October 30, 2012

Attached for your review is a 2011 Appropriations/Dues worksheet and the historical data of appropriations from 2009 thru 2012 and proposed 2013. The year 2011 was used in creating the Appropriations/Dues worksheet as it is the most recent year in which a full year's data is available.

At the November 6, 2012 County Board meeting, staff suggests using this worksheet as a tool to discuss 2013 and beyond budget goals.

Please call me if you have any questions.

2011 Appropriations/Dues

2011	Dues - Appropriations	Commissioner Mileage	Lodging	Registration	Non-Comm Per Diems	Levy Dollars
AMC	9,150.00	1,238.19	2,898.41	3,265.00		
Arrowhead Counties	2,400.00	759.06	100.91			
MRCC	2,100.00	0.00				
NCLUCB	2,000.00	809.48				
Airport - Aitkin	7,107.00	0.00				
Airport - McGregor	13,900.00	65.52				
CMCC	141,376.00	813.39				
ECRL	226,163.00	78.54			910.00	
MHB	1,500.00	0.00				
Snake River Watershed	10,079.00	56.10				
Ag Society	10,000.00	0.00				
CARE	35,925.00	0.00				
HART	1,000.00	0.00				
Historical Society	15,000.00	0.00				
Kinship	7,000.00	0.00				
ARDC	49,665.00	0.00				
Committees:						
CJI		134.19				
DAC		84.69				
Forest/ATV		217.00			1,645.00*	
HHS Advisory		246.96				
HRA		357.63			1,435.00	
Joint Powers Board		623.40				
Extension		110.88			700.00	
Lakes & Pines		96.90				
Mille Lacs Watershed		244.65				
NEMOJET		487.56				
NEWAC		319.50				
Onanegozie		266.28			175.00	
Park Board		392.22			2,948.00*	
Planning & Zoning		47.94			4,210.00	
Tourism Advisory		44.73			280.00	20,000.00**
First Responders	15,000.00					

* Non-levy/property tax

** \$20,000 levy

Aitkin County Budget Appropriations and Dues

	2009	2010	2011	2012	2013	Percent Increase	Approval Status	Other Agreement/ Statute
Dues								
North Counties Land Use Coordinating Board (10-921)	\$5,000	\$5,000	\$2,000	\$2,000	\$2,000	0.0%		
MN Rural Counties Caucus (MRCC) (01-44)			\$2,100	\$2,100	\$2,100	0.0%		
Association of MN Counties (AMC) (01-44)			\$9,150	\$9,198	\$9,272	0.8%		
Arrowhead Counties (01-44)			\$2,400					
Joint Powers								
East Central Regional Library (Dept 500)	\$225,552	\$225,552	\$226,163	\$227,837	\$230,242	1.1%		
Central MN Corrections (Fund 22) Dept 253	\$169,966	\$141,376	\$141,376	\$141,376	\$128,689	-9.0%		
Central MN Corrections (Fund 21), STS	\$43,422	\$43,823	\$76,914	to Sheriff	to Sheriff	to Sheriff		
Airport-McGregor (Dept 700)	\$13,900	\$13,900	\$13,900	\$13,900	\$13,900	0.0%		
Snake River Watershed (Dept 600)	\$10,079	\$10,079	\$10,079	\$10,079	\$10,079	0.0%		
Airport-Aitkin (Dept 700)	\$7,107	\$7,107	\$7,107	\$7,107	\$14,107	98.5%		
Mississippi Headwaters Board (Dept 44)	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	0.0%		
Appropriations								
Soil and Water (Dept 600)	\$104,045	\$104,045	\$98,034	\$98,034	\$98,034	0.0%		MS 103C
Committee on Aging (Dept 44)	\$26,725	\$26,725	See CARE	See CARE	See CARE	See CARE		X
C.A.R.E. (Dept 44)	\$0	\$0	\$35,925	\$35,900	\$37,900	5.6%		
ANGELS (Dept 44)				\$2,000				
Historical Society (Dept 500)	\$14,500	\$15,000	\$15,000	\$15,000	\$15,000	0.0%		MS 138.052
Historical Society Insurance (Dept 500)	\$2,476	\$2,555	\$2,555	\$2,555	\$3,000	17.4%		MS 138.052
Ag Society (Dept 600)	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	0.0%		MS 38.14
Ag Society Insurance (Dept 600)	\$5,075	\$5,075	\$5,075	\$5,075	\$5,000	-1.5%		
HART (Dept 44)	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	0.0%		
Kinship (Dept 44)	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	0.0%		
Funded through HHS Budget								
North Ambulance-Aitkin (HHS)	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	0.0%		X
First Responders (HHS)	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	0.0%		
McGregor Area Ambulance (HHS)	\$13,000	\$13,000	\$13,000	\$13,000	\$13,000	0.0%		X
LSS/Senior Companion (HHS)	\$5,200	\$5,200	See CARE	See CARE	See CARE	See CARE		
RSVP (HHS)	\$4,000	\$4,000	See CARE	See CARE	See CARE	See CARE		
Hill City Meds 1 (HHS)	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	0.0%		X
Isle Ambulance (HHS)	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	0.0%		X
Levy Authority								
Arrowhead Regional Development Commission	\$40,834	\$46,578	\$49,665	\$47,193	\$48,002	1.7%		

Sobriety Court

\$4,000 \$4,000

Aitkin Airport - \$7,000 added for 2013

CARE - \$2,000 added for respite care for 2013

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

78
Agenda Item #

To: Chairperson, Aitkin County Board of Commissioners
Via: Patrick Wussow, County Administrator
From: Bobbie Danielson, HR Manager

Date: 10-31-12

Title of Item: Personnel Committee Recommendations
Requested Meeting Date: 11/6/2012 Estimated Presentation Time: 15 minutes
Presenter: Bobbie Danielson, Patrick Wussow, Mark 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
- Request by member of the public to be heard
- Item should be addressed in closed session under MN Statute _____
- 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: salary and fringe benefit line items

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

BD
HR Review

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) job descriptions and pay scale

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)

AITKIN COUNTY HUMAN RESOURCES

Bobbie Danielson, HR Manager
bobbie.danielson@co.aitkin.mn.us
Nicole Visnovec, HR Specialist
nicole.visnovec@co.aitkin.mn.us

Phone 218-927-7306
Job Hotline 218-927-7393
Fax 218-927-7374
www.co.aitkin.mn.us

To: County Commissioners

From: Bobbie Danielson 

Date: October 31, 2012

Subject: Personnel Committee Recommendations

Background:

The Personnel Committee met on October 30, 2012, and unanimously recommends the following positions be refilled.

Part-time Cook at LLCC. Est. 1,100 hours per year. Grade T, \$10.85 to \$13.00 per hour starting. Prior incumbent, Wendy Hunt, resigned and her last day was 9/26/2012. Her rate of pay was \$13.60 per hour. This is a budgeted position.

Full-time Recreation Specialist. Grade N, \$15.71 to \$28.31 per hour salary range. Joe Majerus, Recreation Forester, resigned and his last day was 10/12/2012. His rate of pay was \$19.69 per hour. This is a non-levy position. Note change of duties. The recreation forester position was originally created and intended to be a half time recreation position in charge of trails and parks, and a half time forestry position. The position evolved and changed as the recreation duties have increased over the years. This position is now full-time recreation in charge of trails and parks and is proposed to oversee recreation staff and seasonal staff. A draft job description is attached. Mark Jacobs will also be present to answer questions.

Action requested:

Motion to authorize refilling the part-time LLCC Cook position.

Motion to authorize creating a Recreation Specialist position and to authorize filling the full-time position.

JOB TITLE: Cook

Reports to: Food Service Coordinator
Classification: Class T
FLSA: Non-exempt
Supervision Exercised: Yes

Department: Land
Site: Long Lake Conservation Center
Section: Food Service
Union: No
Date: June 26, 2008

JOB SUMMARY: Under general supervision, performs cooking and cleaning duties for quantity meal preparation. Performs related work as required. Helps with planning for meals and cooking so the nutritional needs of participants are met. Prepares large quantities of food by following menus and standardized recipes.

MAJOR JOB FUNCTIONS:

- *1. Prepares food for 3 daily meals. (60%)
- *2. Operates all kitchen equipment sufficient to effectively and safely prepare required menus for service. (10%)
- *3. Washes and sanitizes dishes, silverware and kitchen utensils so that nutritional needs of the students are met by operating complex dish washing equipment according to procedure. (10%)
- *4. Cleans work area so that sanitation standards are upheld by sweeping, mopping, scrubbing and sanitizing work area. (10%)
- *5. Provides support services for the serving of facility food by buying groceries, stocking shelves, cleaning various areas of the kitchen and storeroom and removing garbage. (5%)
- *6. Laundry. (5%)

ADDITIONAL RESPONSIBILITIES:

- 1. Performs other work-related duties as assigned/required.
- 2. General cleaning of rooms when no schools are at the Center.
- 3. Support in maintenance department when no schools are at the Center.
- 4. Answer phones and take messages when office is closed.

MINIMUM REQUIREMENTS:

- 1. Must have High School Diploma or GED equivalent and demonstrate performance of standard written and spoken English, and mathematics.

2. Completed course work in commercial food service and/or 2 years' experience working in a commercial food service operation.

EDUCATION, EXPERIENCE AND SKILLS REQUIRED:

1. Ability to interpret menus and recipes and prepare meals accordingly.
2. Knowledge of sanitation regulations and practices as they apply to a commercial food service operation.
3. Knowledge of safe and effective operation of kitchen equipment.
4. Knowledge of safe handling of hazardous cleaning materials.

WORKING CONDITIONS/PHYSICAL REQUIREMENTS:

This position requires working mostly indoors in a kitchen setting where there is lifting (up to 50 pounds), standing on feet for long periods of time, and some noise.

While performing the duties of this position, the employee is required to hear, talk, read, and use his or her feet, hands and fingers to operate objects and multiple pieces of food service equipment.

OTHER:

The duties listed above are intended only as illustrations of the various types of work that maybe performed and may not include all the work given nor include all that may be assigned.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

* Essential for the purposes of Americans with Disabilities Act

JOB TITLE: RECREATION SPECIALIST

Reports to: Land Commissioner

Classification: N

FLSA: Non-Exempt

Supervision Exercised: Recreation staff and seasonal staff

Department: Land

Site:

Union: AFSCME CH

Date:

JOB SUMMARY: Under limited supervision, performs recreation management of county administered lands by performing planning, development, maintenance and coordination of recreation projects and facilities.

MAJOR JOB FUNCTIONS:

- *1 **Recreation Planning and Management -65 %**
Provide lead worker direction and technical guidance to the County Park System field operations and maintenance program including but not limited to monitoring the daily operations of County recreation trails, campgrounds, water access maintenance. Assists managerial staff in assessing overall recreation needs, resource potential, specific proposals and on-going activities. Plans and conducts research to determine demand and public opinion, compiles and analyzes data, and makes recommendations regarding existing or new programs/projects. Assists in the preparation, review, modification and application of dispersed recreation plans and site specific proposals. Serves as project/program manager on construction or service contracts or other agreements by monitoring compliance and completion. Prepares and processes grant applications. Conducts field assessments of recreation resource values and potential in cooperation with land department field staff. Coordinates recreational trail use and design process with volunteer clubs, landowners, county staff, and other agencies.
- *2. **Facility maintenance – 30 %**
Manage the Park System's field shop and equipment including operation, maintenance, inventory, purchasing, and providing instruction to field staff on shop policies. Working knowledge of general use software required. Organize monthly staff safety meetings including proactive safety training topics. Follow up on near misses and accident reports. Conduct regular inspections of park facilities for safety hazards.
- *3. **Land management – 5 %**
Assist with general land management activities (such as inventorying and Collecting GPS longitude and latitude locations, gate construction and repair, assisting foresters) as assigned by the Asst. Land Commissioner. Attend recreation related public meetings periodically as determined by the Land Commissioner.

ADDITIONAL RESPONSIBILITIES:

- a. Assists the foresters in developing and maintaining the forest road system.
- b. Follow all federal, state and local laws and ordinances, safety and OSHA standards as related to department activities.
- c. Attend seminars and workshops to continue education, keep licenses up to date and keep informed of current information, policies and procedures.

*file note -
put into
new job desc.
format prior to
advertising.
BD*

- d. Operate and maintain four-wheel drive pickup, snowmobile, ATV, tractor, ASV/Bobcat, trail grooming equipment and power equipment.
- e. Demonstrate independent thinking as it relates to departmental procedures, problems and policy interpretation.
- f. Establish and maintain effective working relations with coworkers, supervisors and members of the public.
- g. Communicate effectively using verbal and written correspondence and public presentation skills with other departments, state and private agencies, and the public.
- h. Direct parks technician, park foreman, and seasonal employees on recreation projects and maintenance

MINIMUM QUALIFICATIONS:

Graduate of a two year A.S. Degree in Natural Resources with emphasis in Recreation Management AND one year of field experience OR substantially equivalent education/experience in natural resources with emphasis in Recreation Management activities. Must have strong verbal and written and public relation skills. Must have experience and ability to operate personal computers. Preference given for ASV/tractor/trail groomer operation, education and experience working with Word, Excel, Access, PowerPoint, ArcView and GIS mapping.

KNOWLEDGE, SKILLS AND ABILITIES PREFERRED:

- a. Knowledge of statutes, laws and ordinances relating to the objectives and goals of the department to ensure proper departmental decisions and recommendations are made.
- b. Knowledge of various herbicides and pesticides and their applications.
- c. Basic knowledge of parks and trails construction, maintenance and cost.
- d. A working knowledge and understanding of legal descriptions, legal description terminology and ease in using maps, plat books, and aerial photos. Detailed aerial photo interpretation and knowledge of drafting techniques and instruments preferred.
- e. Computer skills in word, excel, power-point.
- f. Ability to use GIS to measure and evaluate natural resources, heavy equipment, light machinery, small tools and spraying equipment.

WORKING CONDITIONS, PHYSICAL REQUIREMENTS:

Requires outside work year round approximately 80 percent of the time in potentially adverse weather conditions. This includes sub-zero to high temperatures, wind, snow, heat and rain. Work may include being near hazardous chemicals and insects. May be in close proximity to dangerous animals, equipment, and trees. Must be able to traverse rough terrain, deep snow and wet swamps which requires strength, stamina and endurance. Must be able to lift heavy loads. This may include pulling a snowmobile out of the pickup and getting a snowmobile, pickup or ATV unstuck. Employee must be able to hear, talk, read, and use hands and fingers to operate office equipment, pickup, ATV, ASV/Bobcat, tractors, trail grooming equipment, snowmobile, chainsaw and other light equipment. Ability to work in potentially hostile situations out in the field is required.

OTHER:

The duties listed above are intended only as illustrations of the various types of work that may be performed and may not include all the work given nor include all that may be assigned.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

* Essential for the purpose of Americans with Disability Act.

JOB TITLE: RECREATION FORESTER

Reports to: Land Commissioner

Classification: N

FLSA: Non-Exempt

Supervision Exercised: Seasonal Employees

Department: Land

Site:

Union: AFSCME CH

Date: December 2007

JOB SUMMARY: Under limited supervision, performs recreation management of county tax forfeited lands by performing planning, development, and coordination of forestry recreation projects. Advises and assists the foresters in performing land and forestry management of county tax forfeited lands and county park facilities to ensure optimum economic benefits to local taxing districts and to benefit wildlife, recreation, water quality, and public safety.

MAJOR JOB FUNCTIONS:

***1 Recreation Planning and Management - 50 %**

Assists managerial staff in assessing overall recreation needs, resource potential, specific proposals and on-going activities. Plans and conducts research to determine demand and public opinion, compiles and analyzes data, and makes recommendations regarding existing or new programs/projects. Assists in the preparation, review, modification and application of dispersed recreation plans and site specific proposals. Serves as project/program manager on construction or service contracts or other agreements by monitoring compliance and completion. Prepares and processes grant applications. Conducts field assessments of recreation resource values and potential in cooperation with land department field staff. Coordinates recreational trail use and design process with volunteer clubs, landowners, county staff, and other agencies.

***2. Forest and Land Management - 45 %**

Advises and assists the foresters in developing management prescriptions for County land which includes reforestation, release, timber sale planning, design and appraisal, and monitoring the results.

Assist foresters in appraising timber on land that is designated to be sold. In conjunction with the Land Commissioner, help determine which properties can or should be sold. Find properties that are suitable for exchange and help to consolidate the county land base. Supervise agricultural, gravel, and mineral leases. Lay out and review easements on county land for the private sector, governmental agencies and companies.

***3. Public Relations - 5 %**

Make public presentations for a variety of audiences. Work and communicate with township boards, local sportsmen, recreational trail groups and the logging community. Communicate and answer questions for the general public. Serve on committees that seek to promote goals that are beneficial to the Land Department and County.

ADDITIONAL RESPONSIBILITIES:

1. Assists the foresters in developing and maintaining the forest road system.

2. Follow all federal, state and local laws and ordinances, safety and OSHA standards as related to department activities.
3. Attend seminars and workshops to continue education, keep licenses up to date and keep informed of current information, policies and procedures.
4. Enforce all timber trespass laws and any other ordinances that affect the County Land Department.
5. Operate and maintain four-wheel drive pickup, snowmobile, ATV and power equipment.
6. Demonstrate independent thinking as it relates to departmental procedures, problems and policy interpretation.
7. Establish and maintain effective working relations with coworkers, supervisors and members of the public.
8. Communicate effectively using verbal and written correspondence and public presentation skills with other departments, state and private agencies, and the public.
9. Direct and supervise seasonal employees.

MINIMUM QUALIFICATIONS:

1. Two-year degree in Natural Resources and two years experience in the natural resources field.
2. A valid Minnesota driver's license.
3. Must be certified as a timber scaler by the Commissioner of Natural Resources within two years.

KNOWLEDGE, SKILLS AND ABILITIES PREFERRED:

1. Knowledge of statutes, laws and ordinances relating to the objectives and goals of the department to ensure proper departmental decisions and recommendations are made.
2. Knowledge of various herbicides and pesticides and their applications.
3. Basic knowledge of road construction, maintenance and cost.
4. Knowledge of habitat needs of native game and non-game wildlife species, and of habitat needs and life cycle of forest pests.
5. Knowledge of forest soil and site productivity.
6. A working knowledge and understanding of legal descriptions, legal description terminology and ease in using maps, plat books, and aerial photos. Detailed aerial photo

interpretation and knowledge of drafting techniques and instruments preferred.

7. Skills in surveying techniques and instruments, topography, forest measurements and proper terminology ensuring proper reporting of appraisal data.
8. Computer skills in word, excel, powerpoint.
9. Ability to use GIS to measure and evaluate natural resources, heavy equipment, light machinery, small tools and spraying equipment.
10. Ability to administer proper silvicultural methods for each timber species to ensure optimum yield of timber and to benefit wildlife and recreation.

WORKING CONDITIONS, PHYSICAL REQUIREMENTS:

Requires outside work year round approximately 80 percent of the time in potentially adverse weather conditions. This includes sub-zero to high temperatures, wind, snow, heat and rain. Work may include being near hazardous chemicals and insects. May be in close proximity to dangerous animals, equipment, and trees. Must be able to traverse rough terrain, deep snow and wet swamps which requires strength, stamina and endurance. Must be able to lift heavy loads. This may include pulling a snowmobile out of the pickup and getting a snowmobile, pickup or ATV unstuck. Employee must be able to hear, talk, read, and use hands and fingers to operate office equipment, pickup, ATV, snowmobile, chainsaw and other light equipment. Ability to work in potentially hostile situations out in the field is required.

OTHER:

The duties listed above are intended only as illustrations of the various types of work that may be performed and may not include all the work given nor include all that may be assigned.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

* Essential for the purpose of Americans with Disability Act.

2010 Start	6 Mnths	1 Year	2Years	3 Years	4 Years	6 Years	8 Years	10 Years	12 Years	16 Years	20 Years	24 Years	28 Years
	+6 Mnths	+6 Mnths	+1 yr	+1 yr	+1 yr	+2 yr	+2 yr	+2 yr	+2 yr	+4 yr	+4 yr	+4 yr	+4 yr
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13
G	\$ 32.69	\$ 34.22	\$ 35.80	\$ 37.46	\$ 39.20	\$ 41.02	\$ 42.92	\$ 44.92	\$ 47.00	\$ 49.18	\$ 51.47	\$ 53.85	\$ 56.34
H	\$ 30.60	\$ 32.01	\$ 33.50	\$ 35.05	\$ 36.69	\$ 38.39	\$ 40.17	\$ 42.02	\$ 43.98	\$ 46.03	\$ 48.16	\$ 50.41	\$ 52.75
I	\$ 27.12	\$ 28.37	\$ 29.69	\$ 31.09	\$ 32.52	\$ 34.01	\$ 35.63	\$ 37.26	\$ 38.99	\$ 40.80	\$ 42.69	\$ 44.68	\$ 46.75
J	\$ 23.68	\$ 24.76	\$ 25.89	\$ 27.12	\$ 28.37	\$ 29.66	\$ 31.06	\$ 32.51	\$ 34.01	\$ 35.61	\$ 37.24	\$ 38.98	\$ 40.79
K	\$ 21.01	\$ 21.97	\$ 23.00	\$ 24.08	\$ 25.19	\$ 26.37	\$ 27.58	\$ 28.84	\$ 30.19	\$ 31.59	\$ 33.05	\$ 34.59	\$ 36.18
L	\$ 19.00	\$ 19.89	\$ 20.82	\$ 21.79	\$ 22.79	\$ 23.84	\$ 24.97	\$ 26.12	\$ 27.34	\$ 28.61	\$ 29.94	\$ 31.32	\$ 32.77
M	\$ 17.19	\$ 17.99	\$ 18.83	\$ 19.69	\$ 20.62	\$ 21.56	\$ 22.57	\$ 23.61	\$ 24.71	\$ 25.85	\$ 27.04	\$ 28.31	\$ 29.62
N	\$ 15.71	\$ 16.43	\$ 17.19	\$ 17.99	\$ 18.83	\$ 19.69	\$ 20.62	\$ 21.56	\$ 22.57	\$ 23.62	\$ 24.71	\$ 25.85	\$ 27.04
O	\$ 14.48	\$ 15.13	\$ 15.83	\$ 16.58	\$ 17.35	\$ 18.15	\$ 18.98	\$ 19.87	\$ 20.79	\$ 21.77	\$ 22.77	\$ 23.82	\$ 24.95
P	\$ 13.34	\$ 13.95	\$ 14.58	\$ 15.27	\$ 15.98	\$ 16.70	\$ 17.48	\$ 18.30	\$ 19.16	\$ 20.04	\$ 20.98	\$ 21.94	\$ 22.96
Q	\$ 12.51	\$ 13.10	\$ 13.72	\$ 14.33	\$ 15.02	\$ 15.72	\$ 16.43	\$ 17.20	\$ 18.00	\$ 18.84	\$ 19.71	\$ 20.63	\$ 21.58
R	\$ 11.97	\$ 12.51	\$ 13.10	\$ 13.72	\$ 14.31	\$ 15.01	\$ 15.71	\$ 16.43	\$ 17.19	\$ 17.98	\$ 18.82	\$ 19.69	\$ 20.61
S	\$ 11.37	\$ 11.92	\$ 12.45	\$ 13.03	\$ 13.64	\$ 14.26	\$ 14.94	\$ 15.65	\$ 16.36	\$ 17.10	\$ 17.91	\$ 18.74	\$ 19.60
T	\$ 10.85	\$ 11.33	\$ 11.90	\$ 12.42	\$ 13.00	\$ 13.60	\$ 14.22	\$ 14.90	\$ 15.60	\$ 16.32	\$ 17.08	\$ 17.89	\$ 18.72
U	\$ 10.38	\$ 10.86	\$ 11.36	\$ 11.91	\$ 12.44	\$ 13.02	\$ 13.63	\$ 14.24	\$ 14.92	\$ 15.63	\$ 16.36	\$ 17.10	\$ 17.91
V	\$ 9.97	\$ 10.44	\$ 10.93	\$ 11.42	\$ 11.98	\$ 12.51	\$ 13.10	\$ 13.72	\$ 14.33	\$ 14.99	\$ 15.69	\$ 16.42	\$ 17.18
W	\$ 9.71	\$ 10.16	\$ 10.63	\$ 11.14	\$ 11.64	\$ 12.16	\$ 12.75	\$ 13.35	\$ 13.96	\$ 14.62	\$ 15.30	\$ 16.02	\$ 16.75

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



To: Chairperson, Aitkin County Board of Commissioners Date: 10-30-12

Via: Patrick Wussow, County Administrator

From: Patrick Wussow, County Administrator

Title of Item:

Board Discussion – November 6, 2012

Requested Meeting Date: 11-6-12 Estimated Presentation Time: _____

Presenter: Commissioner Anne Marcotte

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) _____

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 ADMINISTRATION

Aitkin County Courthouse
217 Second Street N.W. Room 130
Aitkin, MN 56431
218-927-7276
Fax: 218-927-7374

TO: Aitkin County Board of Commissioners

FROM: Sue Bingham, Administrative Assistant

RE: Board Discussion – November 6, 2012

DATE: October 30, 2012

Commissioner Marcotte requested two items be added to the November 6, 2012 County Board agenda for discussion. They have been placed under Board Discussion.

Commissioner Anne Marcotte

A) Environmental and Natural Resources Policy Committee Meeting

B) 2013 Legislative Priorities

Sue Bingham

From: Patrick Wussow [patrick.wussow@co.aitkin.mn.us]
Sent: Friday, October 26, 2012 12:27 PM
To: Sue Bingham
Cc: Anne Marcotte
Subject: Fwd: *SAVE THE DATE -- Environment and Natural Resources Policy Committee*

Sue

We need to put this on the November 6th board agenda.

Patrick

Sent from my iPad

Begin forwarded message:

From: Anne Marcotte <annemarcotte2@gmail.com>
Date: October 26, 2012 11:56:42 AM CDT
To: patrick.wussow@co.aitkin.mn.us
Subject: Fwd: *SAVE THE DATE -- Environment and Natural Resources Policy Committee*

Sent from my iPad

Begin forwarded message:

From: "Truskolaski, Tasha" <Tasha@mncounties.org>
Date: October 5, 2012 12:29:23 PM CDT
To: Annalee Garletz <Garletz@mncounties.org>
Subject: *SAVE THE DATE -- Environment and Natural Resources Policy Committee*

Environment and Natural Resources Policy Committee Members,

At our most recent Policy Committee we discussed the need for us to meet again prior to the Annual Conference so that we can review some issues in greater detail. Please save the date of Friday, November 16th for our next Policy Committee meeting. We anticipate that the meeting will be held in the St. Cloud area.

On the 16th we will review the following items:

- Payment in Lieu of Taxes Working Group Report
- Wetland Conservation Act Executive Order Report
- LCCMR Drainage Report Recommendations to the Drainage Working Group
- Environmental Quality Board Study Recommendations
- DNR Shoreland Rulemaking Discussion
- Update on other environmental working groups of interest
- Revisit policy positions the committee asked staff to work on
- Other?

Because some of these issues are of interest to those in other committees and task forces the Environment and Natural Resources Policy Committee Chair would like to invite the AMC Ag and Rural Development Task Force as well as the AMC General Government Committee to join us at our Policy Committee meeting. If you have any questions, or would like a particular issue added to the discussion list, please let me know. I will send out a detailed agenda and a request for you to RSVP when the location is confirmed.

Please note the other meetings of interest below!

Annalee Garletz, AMC Environment and Natural Resources Policy Analyst

DNR seeking applications to serve on Aquatic Invasive Species Advisory Committee

The Minnesota Department of Natural Resources (DNR) is seeking applications from stakeholders who are interested in serving on a statewide Aquatic Invasive Species (AIS) Advisory Committee.

People who are concerned about aquatic invasive species and have the ability to commit to reviewing reports, preparing comments, and participating in six to eight meetings a year are encouraged to apply. Applications are due by Oct. 19.

DNR Commissioner Tom Landwehr seeks to continue building strong relationships with AIS stakeholders (e.g., individuals, citizen organizations, local units of government) and use their insights and perspectives to help guide DNR AIS activities.

AIS are one of the state's most important natural resource issues. Preventing the spread of zebra mussels, Asian carp and Eurasian watermilfoil and other invasive plants and animals in lakes and streams is of critical importance, along with effective control of established invasive populations.

The DNR AIS Advisory Committee will be comprised of 15 stakeholders appointed by the commissioner. The first set of appointees will be asked to serve either a two- or three-year term in order to stagger appointments. Eventually, committee members will serve three-year terms.

Application questions reflect the DNR's desire to have a well-rounded AIS Advisory Committee. Members will have a range of personal and professional experiences with AIS issues, including prevention, decontamination, public awareness and control activities. Similarly, different parts of the state will be represented, as will a diversity of ages, genders, recreational interests and education. The committee also will reflect the range of private, nonprofit and public sector organizations that are actively engaged in AIS issues.

HOW TO APPLY:

The DNR commissioner determines all appointments. Appointees may request mileage reimbursement, but they are not paid or eligible for per diem. They must

abide by requirements pertaining to potential conflicts of interest. Advisory committee work can be a significant time commitment. Applicants should be prepared to make a two- to three-year commitment.

Applications will be accepted online at www.surveymonkey.com/s/ais-app. Data provided for the oversight committee application is classified as public data under the Minnesota Government Data Practices Act.

For more information, contact Ann Pierce at 651-259-5119 or ann.pierce@state.mn.us, or Jim Japs, 651-259-5656 or jim.japs@state.mn.us.

MN Environmental Congress

<http://mn.gov/EnvironmentalCongress/>

Citizen Forums around the State

November 27 – Rochester, Wood Lake Meeting Center [9:30am – 12:00pm]

November 27 – Bloomington, Normandale Community College [6:30pm – 9:00pm]

November 28 – Duluth, Lake Superior College [5:30pm – 8:00pm]

December 10 – Worthington, Worthington High School [3:30pm – 6:00pm]

December 12 – St. Cloud, Stearns County Service Center [5:30pm – 8:00pm]

December 14 – Moorhead, Minnesota State University [3:00pm – 5:30pm]

*Governor's Executive Order: Wetland Conservation Act Meeting Information
(Please contact sherri.johnson@state.mn.us if you plan on attending one of the meetings)*

Dear Stakeholders:

The regional outreach meetings for Executive Order 12-04: Supporting and Strengthening Implementation of the State's Wetlands Policy have been scheduled. The meeting dates and locations have been previously sent to you, and are included at the bottom of this message.

All listed stakeholders are welcome to these meetings; however the intent is to provide a more focused dialogue on wetlands issues that are most relevant to the specific regions. Many organizations may find only one or two of the meetings relevant to their interests or perspectives. Stakeholders representing statewide organizations may choose to have a presence at all regional meetings. However, organizations that have statewide interests are encouraged to consider delegating representation at regional meetings to members or representatives that are located in closer proximity to the meeting location or have a stronger regional perspective.

We anticipate participation rates of approximately 20-30 people per meeting in order to have a dialogue on regional wetland issues. A large attendance will detract from

meeting this intent. With this in mind, invited stakeholder organizations are requested to limit their representation at these meetings to a maximum of 2-3 individuals. To manage participation, we ask that stakeholder organizations identify and contact their members they have asked to participate. All invited participants in the Regional Outreach Meetings are strongly requested to RSVP in order to properly prepare meeting logistics. Please send your RSVP to Sherri Johnson at: Dear Stakeholders:

The regional outreach meetings for Executive Order 12-04: Supporting and Strengthening Implementation of the State’s Wetlands Policy have been scheduled. The meeting dates and locations have been previously sent to you, and are included at the bottom of this email. Additional details regarding participation have not been communicated in prior emails. Please review this information, as our intention is to identify participants through invited stakeholder organizations.

All listed stakeholders are welcome to these meetings; however the intent is to provide a more focused dialogue on wetlands issues that are most relevant to the specific regions. Many organizations may find only one or two of the meetings relevant to their interests or perspectives. Stakeholders representing statewide organizations may choose to have a presence at all regional meetings. However, organizations that have statewide interests are encouraged to consider delegating representation at regional meetings to members or representatives that are located in closer proximity to the meeting location or have a stronger regional perspective.

We anticipate participation rates of approximately 20-30 people per meeting in order to have a dialogue on regional wetland issues. A large attendance will detract from meeting this intent. With this in mind, invited stakeholder organizations are requested to limit their representation at these meetings to a maximum of 2-3 individuals. To manage participation, we ask that stakeholder organizations identify and contact their members they have asked to participate. All invited participants in the Regional Outreach Meetings are strongly requested to RSVP in order to properly prepare meeting logistics. Please send your RSVP to Sherri Johnson at: sherri.johnson@state.mn.us.

Additional meetings may be scheduled upon request to address a regional need for further dialogue.

Finally, issues, comments, suggestions, and recommendations are welcome in written form at any time during this process. They may be sent to david.weirens@state.mn.us or mark.lindquist@state.mn.us.

CORE STAKEHOLDER MEETINGS:

Date	Meeting	Location	Who Should Attend
<i>September 27</i>	Southern Regional Outreach Meeting	Mankato, Blue Earth County Library. 1-4 pm	Those interested in wetland issues pertaining to southern and western MN. (Ag, wetland restoration strategies)
<i>October 10</i>	Northwest Regional Outreach Meeting	Bemidji, Bemidji City Hall. 1-4 pm	Those interested in wetland issues pertaining to northwest and north central MN (Red River, greater than 80% counties)

<i>October 11</i>	Northeast Regional Outreach Meeting	Chisholm, Mn Discovery Center. 1-4 pm	Those interested in wetland issues pertaining to northeast Minnesota (Mining and greater than 80% counties)
<i>October 16</i>	Twin Cities Regional Outreach Meeting	Shoreview, Shoreview Community Center. 1-4 pm	Those interested in issues pertaining to the metropolitan area. (Development)

8B
Marcotte

Patrick Wussow

From: Rani Douville <douville@stlouiscountymn.gov>
Sent: Thursday, October 18, 2012 2:04 PM
To: Sister Mary Matthew; Pat Henderson; Sue Hakes; Jim Johnson; Bruce Martinson; Anne Marcotte; Don Niemi; Patrick Wussow; LeeAnn Purcell; Janet Simonen; Amanda Schultz; Leo Trunt; Trish Klein; Robert Ecklund; Teresa Jaks; Brad Jones; Laurel Buchanan; Paul Bergman; Rich Sve; David Minke; Marv Bodie; Wade Pavleck; Kevin Ade; Dick Brenner; Stephen Hallan; Derrick Goutermont; Tom Clifford; Rusty Eichorn; Christopher Dahlberg; Rani Douville; Gary Eckenberg; Kevin Gray; Frank Jewell; Keith Nelson; John Ongaro; Curt Rossow
Subject: ACA Legislative Priorities 2013
Attachments: ACA Legislative Priorities 2013.pdf

ACA Members,

Attached is the list of Legislative Priorities for 2013 that you created at our October 17th meeting. Please review the priorities within your colleagues. Voting on these priorities will take place on November 14, 2012.

Thank you,
Rani

This message was secured by **ZixCorp**^(R).

