

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



To: Chairperson, Aitkin County Board of Commissioners Date: 11/06/12

Via: Patrick Wussow, County Administrator

From: Ross Wagner, Economic Development & Forest Industry Coordinator

Title of Item: 2012 MAPCED/AMC Economic Development Award

Requested Meeting Date: November 13, 2012 Estimated Presentation Time: 5 Minutes

Presenter: Ross Wagner

Type of Action Requested (check all that apply)

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

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 Economic Development & Forest Industry Coordinator

Aitkin County Courthouse

Ross Wagner

217 Second Street N.W.

Aitkin, MN 56431

Phone: 218/927-7305

Fax: 218/927-7374

TO: Aitkin County Board of Commissioners

FROM: Ross Wagner, Economic Development & Forest Industry Coordinator

DATE: November 7, 2012

SUBJECT: AMC/MN Association of Professional County Economic Developers Award

As you are aware, Aitkin and Mille Lacs Counties won the MAPCED Outstanding Economic Development Achievement Award for the Hawkins Sawmill Road Upgrade. The award will be presented at the 2012 Annual AMC Conference, December 3rd in St Cloud.

I need to know who from Aitkin County will be attending so I can coordinate with Sue Bingham and AMC on getting registrations sent in. If you would like to attend but are not registered for the AMC Conference, there is a \$30.00 banquet fee. Please let Sue or I know if you are attending. As of now, the Mille Lacs County Engineer, Administrator and a Commissioner will be at the banquet.

Attached is the email from AMC and registration form for additional information.

Ross Wagner

From: Laurie Klupacs [LKlupacs@mncounties.org]
Sent: Sunday, November 04, 2012 2:34 PM
To: rwagner@co.aitkin.mn.us
Cc: gail.leverson@co.cass.mn.us; Nancy Hoffman
Subject: Outstanding Economic Development Award
Attachments: Banquet Attendance Form.docx

Importance: High



DATE: November 4, 2012

TO: Ross Wagner
Economic Development & Forest Industry Coordinator

FROM: Laurie Klupacs
AMC Deputy Director

RE: MAPCED Award Application

Congratulations! The MAPCED Awards Committee has selected the ***Aitkin & Mille Lacs Counties Hawkins Sawmill Road Upgrade*** as a project that is worthy of recognition and has chosen it to receive an Outstanding Economic Development Achievement Award that will be presented at the 2012 AMC Annual Conference!

The Awards will be presented at the Awards Banquet on Monday, December 3, 2012 at the St. Cloud Rivers Edge Convention Center, 10 Fourth Ave S, St. Cloud MN. The Banquet will begin at 6:00 p.m. in Carlson Hall and the awards will be presented immediately following dinner. County officials attending the conference or people not registered for the conference but interested in attending the banquet are encouraged to share a table at the banquet.

To ease facilitation, please complete the attached banquet attendance form (include the names of all people who will share your table) and return it to Suzanne LaPalm at AMC no later than Monday, November 26th. Please note that anyone attending the Banquet who is not registered for the conference will be a guest of the county and there will be a \$30 per person meal ticket charge. Tables will be reserved in the front of the banquet room for award recipients and their guests.

We look forward to presenting the 2012 County Achievement Award to Aitkin and Mille Lacs Counties for the ***Hawkins Sawmill Road Upgrade*** project!



2012 AMC Awards Banquet

**Monday, December 3, 2012
6:00 p.m.**

**St. Cloud River's Rivers Edge Convention Center
10 Fourth Avenue S, St. Cloud, MN**

Awards Banquet Attendance Form:

Please list below **all** names of the people who will be joining your county at the Awards Banquet on Monday, December 3rd. Your county will be billed \$30 for each person attending the Banquet who is **not** registered for the conference. Non-registered Banquet guests need to pick up their meal ticket at the AMC registration desk on Monday, December 3rd. Tables will be reserved in the front of the Banquet room for award winners. Each banquet table seats 10 people.

County: _____

County contact: _____

Name	Registered for Conference? (Y/N)	Not Registered/Bill \$30

*Please complete this form and return to
Suzanne LaPalm
Association of Minnesota Counties
Fax: 651-224-6540 or email: <mailto:lapalm@mncounties.org>
Information must be received at AMC no later than
Monday, November 26, 2012
Questions? Call Laurie Klupacs at AMC (651-789-4329)*