

ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS December 11, 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 November 27, 2012 – December 10, 2012
B) Approve 11/27/12 County Board Minutes
C) Approve 12/4/12 Budget Hearing Minutes
D) Approve November Manual Warrants
E) Approve Auditor Warrants – Tax Overpays
F) Approve Resolution - 2013 Liquor Renewals
- 9:05 3) Ross Wagner, Economic Development and Forest Industry Coordinator
A) 2012 MPCDED/AMC Economic Development Award
- 9:10 4) Scott Turner, Sheriff
A) Approve Fire Suppression System Quote
B) Update 800 mhz Implementation
- 9:25 5) Patrick Wussow, County Administrator and Kirk Peysar, County Auditor
A) 2013 Final Budget Discussions
- 10:00 6) Board Discussion
Mark Wedel – Airport, Historical Society
Laurie Westerlund – HRA
Don Niemi – AMC
Brian Napstad – AMC
Anne Marcotte –
- 11:00 7) Patrick Wussow, County Administrator
A) Closed Session Under MN Statute 13D.05, subd. 3(C)
- 11:30 8) Adjourn

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

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

AITKIN COUNTY BOARD

November 27, 2012

The Aitkin County Board of Commissioners met this 27th day of November, 2012 at 10:30 a.m. with the following members present: Chairperson J. Mark Wedel, Commissioners Laurie Westerlund, Don Niemi, and Anne Marcotte. Commissioner Brian Napstad was absent. County Administrator Patrick Wussow, and Human Resources Specialist Nicole Visnovec were also present.

CALL TO ORDER

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to approve the November 27, 2012 amended agenda. Item 2H) Approve Auditor Warrants – Tax Settlements, and Item 4E) Approve Professional Service Agreement were added.

APPROVED AGENDA

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to approve the Consent Agenda as follows: A) Correspondence File: November 13, 2012 – November 26, 2012; B) Approve County Board Minutes: November 13, 2012; C) Approve Auditor Warrants – October Sales & Use Tax: General Fund \$526.16, Road & Bridge \$2,704.08, Health & Human Services \$20.05, State \$8,974.00, Trust \$81.69, Forest Development \$0.36, Long Lake Conservation Center \$129.47 for a total of \$12,435.81; D) Approve Addendum to County Administrator Employment Agreement; E) Approve Resolution – All Terrain Vehicle Funding; F) Accept \$100 Donation to STS – United Methodist Church; G) Approve PSAP Grant; H) Approve Auditor Warrants – Tax Settlements: Agency \$2,684,991.65; a) Approve Commissioner Warrants: General Fund \$88,609.84, Road & Bridge \$98,902.82, Health & Human Services \$470.57, State \$405.00, Trust \$13,906.62, Forest Development \$9,697.56, Taxes & Penalties \$141,470.84, Long Lake Conservation Center \$7,705.85 for a total of \$361,169.10

CONSENT AGENDA

Under the consent agenda, motion for a resolution by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to approve resolution – All Terrain Vehicle Trail Funding:

WHEREAS, local units of government can apply for State aide for trail development, maintenance, grooming and administration from the Minnesota Department of Natural Resources at the rate of 90% reimbursement of costs of grooming and maintenance, and

WHEREAS, local units of government can apply for State aide for trail development, maintenance, grooming and administration from the Minnesota Department of Natural Resources at the rate of 90% reimbursement of costs of grooming and maintenance, and

WHEREAS, Aitkin County does not have the facilities to maintain the entire trail system in Aitkin County, and

WHEREAS, Clubs wish to contract with the County for maintaining these trails, and

WHEREAS, these trails benefit the recreation, resort, tourism, industry, and economy of Aitkin County,

NOW THEREFORE, BE IT RESOLVED, that the Aitkin County Trail Administrator be authorized to apply for Grants in Aide assistance funds for All Terrain Vehicle Trail

**RESOLUTION
112712-112
ALL TERRAIN
VEHICLE TRAIL
FUNDING**

<p>maintenance and grooming for the following trail:</p> <p>Northwoods Regional ATV trail which consists of the following segments: South Soo Line, North Soo Line, Rabey Line, Blind Lake, Redtop, Moose River Connector, Lawler, Blind Lake Connector Trail, Hill City Connector trail and Solana ATV trails.</p> <p>BE IT FURTHER RESOLVED, that the Aitkin County Trail Administrator be authorized to contract for the development, maintenance and grooming of the aforementioned trails with qualified, interested clubs.</p> <p>Under the consent agenda, motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to approve \$10,000.00 State of Minnesota PSAP Grant. This grant is 100% funded and will allow Aitkin County Sheriff's Office Dispatch to upgrade to Next Generation 911.</p> <p>Kirk Peysar, County Auditor and the County Board held a telephone conference with Chuck Kandel, State Auditor's Office and reviewed the 2011 Aitkin County Audit.</p> <p>Motion by Commissioner Niemi, seconded by Commissioner Marcotte and carried, all members voting yes to approve the salaried and professional compensation guidelines as recommended.</p> <p>Follow-up discussion on the 2013 Budget by the Board members.</p> <p>The board discussed the Legislative Update, letters were sent to our representatives with the Board members contact information.</p> <p>Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting yes to cancel the December 4, 2012 Board Meeting.</p> <p>Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to approve a professional service agreement with Al Jensen in the amount of \$3,000.00.</p> <p>Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting yes to approve the Food, Beverage, and Lodging Fee Schedule as proposed.</p> <p>Terry Neff, Environmental Services Director, discussed with the board the FEMA and State reimbursement for debris removal. The County received a reimbursement of \$265,629.98</p>	<p>PSAP GRANT</p> <p>2011 AITKIN COUNTY AUDIT</p> <p>SALARIED & PROFESSIONAL COMPENSATION</p> <p>2013 BUDGET FOLLOW-UP</p> <p>LEGISLATIVE UPDATE</p> <p>CANCEL DEC. 4TH BOARD MEETING</p> <p>PROFESSIONAL SERVICE AGREEMENT</p> <p>FOOD, BEVERAGE, AND LODGING FEE SCHEDULE</p> <p>FEMA/STATE REIMBURSEMENT</p>
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<p>Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting yes to approve the Aitkin County Lake Improvement District Policy.</p>	<p>AITKIN COUNTY LID POLICY</p>
<p>Motion by Commissioner Niemi, seconded by Commissioner Westerlund and carried, all members voting yes to approve purchasing the Electronic Certificates of Real Estate Value in the amount of \$2,500.00, a one-time fee, from the technology fund.</p>	<p>eCRV</p>
<p>During the meeting the Board discussed: i) ARDC, ii) Lakes and Pines, iii) Arrowhead, iv) CMCC, v) CMCC Joint Powers, vi) Kinship, vii) Mississippi Headwaters Board.</p>	<p>BOARD DISCUSSION</p>
<p>Motion by Commissioner Niemi, seconded by Commissioner Marcotte and carried, all members voting yes to adjourn the meeting at 12:48 p.m. until Tuesday, December 11, 2012 at 9:00 a.m.</p>	<p>ADJOURN</p>
<hr/> <p>J. Mark Wedel, Chairperson Aitkin County Board of Commissioners</p>	
<hr/> <p>Patrick Wussow, County Administrator</p>	

AITKIN COUNTY BOARD – BUDGET HEARING

December 4, 2012

The Aitkin County Board of Commissioners met this 4th day of December, 2012 at 6:06 p.m. in Courtroom One of the Aitkin County Courthouse with the following members present: Chairperson J. Mark Wedel, Commissioners Laurie Westerlund, Don Niemi, and Brian Napstad. Commissioner Anne Marcotte was absent. Also present were County Administrator Patrick Wussow, County Auditor Kirk Peysar, Environmental Services Director Terry Neff, Sheriff Scott Turner, County Treasurer Lori Grams, IT Director Steve Bennett, County Attorney Jim Ratz, Economic Development Coordinator Ross Wagner, and Administrative Assistant Sue Bingham.

Patrick Wussow, County Administrator explained how the budget is developed for the purpose of Budget & Levy meeting.

Kirk Peysar, County Auditor presented information on Aitkin County's 2013 budget, including:

- Programs and changes from 2012 to 2013
- Proposed revenues
- Proposed expenditures
- Proposed effects on fund balance
- Costs of wages and benefits
- Reasons why taxes vary from year to year
- Comparison of levies for pay 2012 and pay 2013 taxes

Business owners Bob Cummings, Tony Cummings, Ray Morris, Steve Wilson, Galen Tveit, and Aitkin City Clerk Kathy Brophy all voiced their opinions and concerns on fiscal disparity and state general tax for commercial properties.

Ray Morris, William Kast, Wally McFarlane, Rodney Damar, Lon Helgemo, and Galen Tveit voiced their opinions and concerns on the proposed 2013 budget and levy.

The County Board responded to comments.

Kirk Peysar, County Auditor announced that the County Board will adopt the final levy at the December 18, 2012 County Board meeting.

Motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members voting yes to adjourn the meeting at 7:37 pm.

J. Mark Wedel, Chairperson
Aitkin County Board of Commissioners

Patrick Wussow, County Administrator

CALL TO ORDER

EXPLANATION OF BUDGET PROCESS

BUDGET AND LEVY PRESENTATION

PUBLIC COMMENT

BOARD RESPONSE

ADOPTION OF FINAL LEVY

ADJOURN

Aitkin County

WARRANT REGISTER



November Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u> <u>OBO#</u>	<u>Account Number</u> <u>On- Behalf- of- Name</u>	<u>Invoice #</u> <u>From Date</u>	<u>PO #</u> <u>To Date</u>
807	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431	4,910.22	CLAIMS REIMB.SELECT ACCT	01-044-904-0000-6360	10/29/12	11/2/12
	Warrant #	807	Total	4,910.22	Date 11/7/12		
808	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431	163.20	NSF 21-0-034701 PER 3	13-943-000-0000-2001	WHITE	
			56.16	NSF 21-0-034800 PER 3	13-943-000-0000-2001	WHITE	
			164.32	NSF 21-0-034702 PER 3	13-943-000-0000-2001	WHITE	
			53.00	NSF 21-0-045600 PER 3	13-943-000-0000-2001	WHITE	
	Warrant #	808	Total	436.68	Date 11/7/12		
809	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431	1,086.00	NSF 29-1-152100 PER 3	13-943-000-0000-2001	ABRAHAMSON	
			129.54	NSF 09-0-027101 PER 3	13-943-000-0000-2001	JOHN FUSS	
	Warrant #	809	Total	1,215.54	Date 11/7/12		
810	5462	Bremer Bank (Elan ACH) ELAN ACH AITKIN, MN 56431	101.70	CP Birth Cert. SA# 49106002	05-430-710-3930-6020		
			75.00	SCHOOL ACCREDITATION SEMINA	19-522-000-0000-6208	ADVANCEeD	
			52.20	IPAD STAND,STYLUS,CAMERA C/	01-043-000-0000-6405	AMAZON	
			35.99	POWER SUPPLY TESTER	01-049-000-0000-6405	AMAZON	
			98.21	LANCETS, TEST STRIPS	01-252-000-0000-6262	AMAZON	
			84.20	COAX CABLE, 8" MONITOR	01-252-000-0000-6610	AMAZON	
			52.43	WATER TEST KIT	01-390-000-0000-6405	AMAZON	
			13.86	3 COMPUTER POWER SUPPLY	05-400-440-0410-6405	AMAZON	
			36.62	3 COMPUTER POWER SUPPLY	05-420-600-4800-6405	AMAZON	
			48.50	3 COMPUTER POWER SUPPLY	05-430-700-4800-6405	AMAZON	
			27.44	MAP PINS	19-521-000-0000-6405	AMAZON	
			30.00	CRITTER FOOD	19-522-000-0000-6416	BUG COMPANY	
			10.56	MEAL/DP&C CONFERENCE	05-400-400-0402-6330	CULVERS	
						10/31/12	10/31/12
			124.99	HOTEL DEPOSIT/MSSA	05-430-700-4800-6330	HOLIDAY INN	

Aitkin County

WARRANT REGISTER



Manual Warrants

Warr #	Vendor #	Vendor Name	Amount	Description		Account Number	Invoice #		PO #	
				OBO#	On- Behalf- of- Name		From Date	To Date	To Date	To Date
			48.88	(7)	HUMIDIFIER FILTERS	01- 252- 000- 0000- 6405				
			259.00		CPO CERT.COURSE REGISTRATIC	01- 390- 000- 0000- 6208				
			164.58		HOTEL/HOMICIDE TRAINING	01- 090- 000- 0000- 6208				
			19.24		AMC TOUR MEAL	01- 001- 000- 0000- 6340				
			36.31		CURTAINS/ROD- MAINTENANCE	01- 110- 000- 0000- 6422				
			475.00		SVC PROVIDER WORKSHOP REG.	01- 391- 000- 0000- 6208				
			266.26	2	AIR PURIFYERS, 1 FILTER	01- 110- 000- 0000- 6422				
			2,060.96		Date 11/8/12					
	Warrant #	810	Total							
811	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431								
			65.75		CREDIT CARD FEE	19- 522- 000- 0000- 6217				
			65.75		Date 11/13/12					
	Warrant #	811	Total							
812	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431								
			50.00		NSF- FOR DLQ TAX REPORT	01- 043- 000- 0000- 5840				
			50.00		Date 11/13/12					
	Warrant #	812	Total							
813	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431								
			6,597.31		CLAIMS REIMB.SELECT ACCT	01- 044- 904- 0000- 6360				
			6,597.31		Date 11/14/12					
	Warrant #	813	Total							
814	780	Bremer Bank MORTGAGE- DEED TAX AITKIN, MN 56431								
			30,946.47		OCTOBER DEED TAX	09- 000- 000- 0000- 2025				
			30,218.48		OCTOBER MTG REG TAX	09- 000- 000- 0000- 2026				
			61,164.95		Date 11/20/12					
	Warrant #	814	Total							
815	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431								

34,119.15 STATE GENERAL TAX 09- 000- 000- 0000- 2058

Aitkin County

WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
	<u>Warrant #</u>		<u>OBO#</u>	<u>On- Behalf- of- Name</u>		<u>From Date</u>	<u>To Date</u>
	815	Total	34,119.15	Date 11/20/12			
816	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
		Total	456.20	CLAIMS REIMB.SELECT ACCT Date 11/21/12	01- 044- 904- 0000- 6360		
817	5462	Bremer Bank (Elan ACH) ELAN ACH AITKIN, MN 56431					
			299.00	MN LAWYER SUBSCRIPTION SVC!	01- 090- 000- 0000- 6240		
			198.06	HOTEL,MEALS,GAS/DP&C CONF.	05- 400- 400- 0402- 6330		
						10/31/12	11/2/12
			32.02	THERMOMETER	01- 252- 000- 0000- 6262	AMAZON	
			25.95	TEST STRIPS	01- 252- 000- 0000- 6262	AMAZON	
			64.24	DATA LOGGER,TEMPERATURE	01- 392- 000- 0000- 6405	AMAZON	
			32.06	MOBILE SKETCH FOR IPAD	01- 043- 000- 0000- 6405	APPLE STORE	
			25.00	MONTHLY IPAD PLAN	01- 049- 000- 0000- 6231	AT&T	
			50.00	GIFT CARD/SVC AWARD- FAIRCH	01- 044- 000- 0000- 6299	AUTO VALUE	
			12.49	TOW PLUG ADAPTER	01- 202- 000- 0000- 6405	AUTO VALUE	
			30.00	CRITTER FOOD	19- 522- 000- 0000- 6416	BUG COMPANY	
			30.07	OTC MED SUPPLIES	01- 252- 000- 0000- 6262	DOLLAR TREE	
			41.66	COMMISSARY SUPPLIES	01- 252- 252- 0000- 6405	DOLLAR TREE	
			104.99	WADERS	01- 202- 000- 0000- 6405	FLEET FARM	
			264.84	DRILL,FILET KNIFE,SHARPENER	01- 253- 000- 0000- 6405	HOME DEPOT	
			58.43	LAWN TRACTOR PARTS	19- 524- 000- 0000- 6302	PARTSTREE	
			70.53	SHIP- HSFO- WRKSHP MAKING IT	05- 400- 450- 0451- 6330	RUSCHMEIER	
						11/7/12	11/8/12
			70.53	SHIP- SRTS- WRKSHP MAKING IT	05- 400- 450- 0451- 6330	RUSCHMEIER	
						11/7/12	11/8/12
			185.94	SHIP- AT- COOK CO.ACTIVE LIVI	05- 400- 450- 0451- 6330	RUSCHMEIER	
						11/13/12	11/14/12
			5.30	POSTAGE	19- 521- 000- 0000- 6205	USPS	
			28.93	STOMACH ACID REDUCER	01- 252- 000- 0000- 6262	WAL- MART	
			53.12	JAIL SUPPLIES	01- 252- 000- 0000- 6405	WAL- MART	
			85.82	CAKE MIXES	01- 252- 000- 0000- 6418	WAL- MART	
			93.98	GROCERIES	01- 252- 000- 0000- 6418	WAL- MART	
			50.24	COFFEE FOR STS CREW	01- 253- 000- 0000- 6405	WAL- MART	

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Aitkin County

WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
	<u>Warrant #</u>		<u>1,913.20</u>	<u>Date 11/26/12</u>	<u>On- Behalf- of- Name</u>	<u>From Date</u>	<u>To Date</u>
818	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
	Warrant #	817	Total				
			3,239.12	CLAIMS REIMB.SELECT ACCT	01-044-904-0000-6360		
	Warrant #	818	Total	3,239.12	Date 11/28/12	11/19/12	11/21/12
44323	5748	Purchase Power PO BOX 371874 PITTSBURGH, PA 15250					
	Warrant #	44323	Total				
			5,000.00	POSTAGE	01-044-048-0000-6205		
	Warrant #	44323	Total	5,000.00	Date 11/2/12		
44324	8364	Towmaster, Inc 61381 U.S. HWY 12 LITCHFIELD, MN 55355					
	Warrant #	44324	Total				
			55,726.00	MECHANIC TRUCK	03-308-000-0000-6600	343479	
	Warrant #	44324	Total	55,726.00	Date 11/7/12		
44325	12165	Duck Water Boats Inc. 3817 Blacksnake Hill Rd. N.E. Dover, OH 44622					
	Warrant #	44325	Total				
			32,350.00	DUCK BOAT FINAL PAYMENT	01-202-000-0000-6620	12334	
			2,500.00	DUCK BOAT FINAL PAYMENT	01-206-000-0000-6409	12334	
	Warrant #	44325	Total	34,850.00	Date 11/13/12		
44326	9026	MII Life/Select Account P.O. BOX 64193 SAINT PAUL, MN 55164-0193					
	Warrant #	44326	Total				
			290.97	NOV. PARTICIPANT FEE	01-044-904-0000-6231	902085	
	Warrant #	44326	Total	290.97	Date 11/14/12		
44327	6160	MII - Veba ATTN: VEBA ADMINISTRATION PO BOX 64193 ST. PAUL, MN 55164-0193					
	Warrant #	44327	Total				
			250.00	4TH Q VEBA BONNIE CARLSON	05-430-700-4821-6149		
	Warrant #	44327	Total	250.00	Date 11/15/12		
44328	5748	Purchase Power					

Aitkin County

WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On- Behalf- of- Name</u>	<u>From Date</u>	<u>To Date</u>
		PO BOX 371874 PITTSBURGH, PA 15250					
	Warrant #	44328	Total				
			5,000.00	POSTAGE	01-044-048-0000-6205		
			5,000.00	Date 11/16/12			
44329	12373	Center National Bank c/o Karen Zimmer 301 N. Ramsey Ave. Litchfield, MN 55355					
	Warrant #	44329	Total				
			1,296.05	ROYALTIES ON GUN LAKE GRAV.	03-303-000-0000-6296	OCTOBER	
			1,296.05	Date 11/20/12			
44330	86198	Aitkin County Treasurer 209 2ND ST NW, ROOM 203 AITKIN, MN 56431					
	Warrant #	44330	Total				
			30.03	STATE DEED TAX	03-307-000-0000-6362	SAP 0161214	
			30.03	Date 11/20/12			
44331	8499	R.C. Habeck Excavating, LLC 3714 HWY 27 Wahkon, MN 56386					
	Warrant #	44331	Total				
			312,458.38	PARTIAL CONTRACT PAYMENT	03-307-000-0000-6262	001632004	
			312,458.38	Date 11/20/12			
44332	10891	Roth Construction 22615 STATE HWY 65 MCGRATH, MN 56350					
	Warrant #	44332	Total				
			15,280.50	PARTIAL CONTRACT PAYMENT	03-307-000-0000-6262	001605009	
			15,280.50	Date 11/21/12			
44333	8194	Gladen Construction Inc 40739 US 71 LAPORTE, MN 56461					
	Warrant #	44333	Total				
			143,128.99	PARTIAL CONTRACT PAYMENT	03-307-000-0000-6262	001599034	
			143,128.99	Date 11/21/12			
44334	9208	Dallco, Inc PO BOX 38 FINLAYSON, MN 55735					
	Warrant #	44334	Total				
			20,049.75	PARTIAL CONTRACT PAYMENT	03-307-000-0000-6262	001604010	
			20,049.75	Date 11/26/12			
44335	11715	Granite Electronics					

Aitkin County

WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On- Behalf- of- Name</u>	<u>From Date</u>	<u>To Date</u>
		535 N 31ST AVE ST CLOUD, MN 56303					
		Warrant # 44335 Total	128,633.41	RADIO EQUIP.- 25% AT ORDER	01- 044- 000- 0000- 6900	451779	
			308,720.19	RADIO EQUIP.60% AT SHIPMENT	01- 044- 000- 0000- 6900	451780	
			437,353.60	Date 11/27/12			
44336	12282	Dechantal Excavating, LLC 12209 State Highway 18 Brainerd, MN 56401					
		Warrant # 44336 Total	79,104.88	PARTIAL CONTRACT PAYMENT	03- 307- 000- 0000- 6262	20129	
			79,104.88	Date 11/27/12			
44337	6108	MACO 1000 WESTGATE DRIVE SUITE 252 ST. PAUL, MN 55114					
		Warrant # 44337 Total	300.00	WINTER CONFERENCE- GRAMS	01- 042- 000- 0000- 6241	1/14/13	1/18/13
			300.00	Date 11/27/12			
44338	6160	MII - Veba ATTN: VEBA ADMINISTRATION PO BOX 64193 ST. PAUL, MN 55164- 0193					
		Warrant # 44338 Total	250.00	4TH Q CONTRIB.- T.SHELTON	05- 420- 600- 4820- 6149		
			250.00	Date 11/28/12			
44339	12448	Advanced Techology Group 5600 Roswell Road, Suite 009 Atlanta, GA 30342					
		Warrant # 44339 Total	2,995.00	A plus Cert.- Bistodeau	01- 049- 000- 0000- 6208	18390	
			2,995.00	Date 11/30/12			

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Aitkin County

WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On- Behalf- of- Name</u>	<u>From Date</u>	<u>To Date</u>
		Final Total...	1,229,593.23	79	Transactions		

Aitkin County



Warr # Vendor #

RECAP BY FUND

<u>FUND</u>	<u>AMOUNT</u>	<u>NAME</u>
1	503,929.13	General Fund
3	627,074.58	Road & Bridge
5	1,361.28	Health & Human Services
9	95,284.10	State
13	1,652.22	Taxes & Penalties
19	291.92	Long Lake Conservation Center
	1,229,593.23	TOTAL

DKB1
12/3/12 1:32PM

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 1

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

DKB1
12/3/12 1:32PM
13 Taxes & Penalties

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
943	DEPT			Taxes And Penalties		
11880	Berg/Carol 13- 943- 000- 0000- 2001		72.00	05- 0- 019900 OVERPAY PER 3	BERG	Cur - Property Taxes
11880	Berg/Carol		72.00	1 Transactions		
12439	Doering/Allan 13- 943- 000- 0000- 2001		3.44	30- 0- 024900 OVERPAY PER 3	DOERING	Cur - Property Taxes
12439	Doering/Allan		3.44	1 Transactions		
12429	Dosser/Paul 13- 943- 000- 0000- 2001		41.28	07- 1- 143600 OVERPAY PER 3	DOSSER	Cur - Property Taxes
12429	Dosser/Paul		41.28	1 Transactions		
12441	Hammond/Marjorie 13- 943- 000- 0000- 2001		9.88	59- 1- 019100 OVERPAY PER 3	HAMMOND	Cur - Property Taxes
12441	Hammond/Marjorie		9.88	1 Transactions		
12443	Itasca County Abstract Co 13- 943- 000- 0000- 2001		35.75	57- 1- 020401 OVERPAY PER 3	BERG	Cur - Property Taxes
12443	Itasca County Abstract Co		35.75	1 Transactions		
12430	Leathers/Michael 13- 943- 000- 0000- 2001		14.50	09- 1- 098300 OVERPAY PER 3	LEATHERS	Cur - Property Taxes
12430	Leathers/Michael		14.50	1 Transactions		
12433	Malmgren/Donald 13- 943- 000- 0000- 2001		108.00	24- 0- 061400 OVERPAY PER 3	MALMGREN	Cur - Property Taxes
12433	Malmgren/Donald		108.00	1 Transactions		
12440	Olson/Clinton 13- 943- 000- 0000- 2001		17.75	35- 1- 077000 OVERPAY PER 3	OLSON	Cur - Property Taxes
12440	Olson/Clinton		17.75	1 Transactions		
12438	Pieske/Judith 13- 943- 000- 0000- 2001		36.18	29- 1- 277800 OVERPAY PER 3	PIESKE	Cur - Property Taxes
12438	Pieske/Judith		36.18	1 Transactions		
12436	Randa/Gregory 13- 943- 000- 0000- 2001		6.12	26- 0- 027400 OVERPAY PER 3	RANDA	Cur - Property Taxes

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1
12/3/12 1:32PM
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
12436	Randa/Gregory			1 Transactions	
		6.12			
12444	Rekucki Sr Trust/Frank & Donna				
	13- 943- 000- 0000- 2001		12- 0- 020800 OVERPAY PER 3	REKUCKI	Cur - Property Taxes
		153.00			
12444	Rekucki Sr Trust/Frank & Donna			1 Transactions	
		153.00			
12434	Riebe/Marsha Lynn				
	13- 943- 000- 0000- 2001		24- 1- 088100 OVERPAY PER 3	RIEBE	Cur - Property Taxes
		40.16			
12434	Riebe/Marsha Lynn			1 Transactions	
		40.16			
12431	Sabean/Allen				
	13- 943- 000- 0000- 2001		21- 0- 039300 OVERPAY PER 3	WARP	Cur - Property Taxes
		6.48			
12431	Sabean/Allen			1 Transactions	
		6.48			
12432	Sing/Magdalene				
	13- 943- 000- 0000- 2001		24- 0- 001700 OVERPAY PER 3	SING	Cur - Property Taxes
		21.76			
12432	Sing/Magdalene			1 Transactions	
		21.76			
12437	Super/Gary				
	13- 943- 000- 0000- 2001		16- 1- 081200 OVERPAY PER 3	BUDGE	Cur - Property Taxes
		3.38			
12437	Super/Gary			1 Transactions	
		3.38			
12442	Whipps/Jamie				
	13- 943- 000- 0000- 2001		08- 0- 051500 OVERPAY PER 3	WHIPPS	Cur - Property Taxes
		5.04			
12442	Whipps/Jamie			1 Transactions	
		5.04			
12435	White/Ronald or Brenda				
	13- 943- 000- 0000- 2001		25- 0- 044900 OVERPAY PER 3	LACHER	Cur - Property Taxes
		8.00			
12435	White/Ronald or Brenda			1 Transactions	
		8.00			
943	DEPT Total:	582.72	Taxes And Penalties	17 Vendors	17 Transactions
13	Fund Total:	582.72	Taxes & Penalties		17 Transactions

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1
12/3/12 1:32PM
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>
Final Total:		582.72	17 Vendors	17 Transactions	

DKB1
12/3/12

1:32PM

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



<u>Recap by Fund</u>	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	13	582.72	Taxes & Penalties
All Funds		582.72	Total

Approved by,

.....

.....

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

ADOPTED December 11, 2012

By Commissioner: xx

121112-1xx

2013 Liquor Renewals

BE IT RESOLVED, The Aitkin County Board of Commissioners agrees to approve the following liquor license for a period from January 1, 2013 thru December 31, 2013:

“ON”, “OFF” and “SUNDAY” Sale:

Bann’s Bar & Café Inc., d/b/a **Bann’s Bar & Café** – Shamrock Township

This establishment has an address of 18870 Goshawk St., McGregor, MN 55760

J & S Resort, d/b/a **Barnacles** – Wealthwood Township

This establishment has an address of 36569 State Hwy 18, Aitkin, MN 56431

Cuddler Enterprises Inc., d/b/a **Big Sand Bar Resort** – Workman Township

This establishment has an address of 51866 224th Place, McGregor, MN 55760

Big Sandy Lodge & Resort, Inc., d/b/a **Big Sandy Lodge & Resort** – Shamrock Township

This establishment has an address of 20534 487th Street, McGregor, MN 55760

MacDonald Ent. of Malmo Inc., d/b/a **Castaways** – Lakeside Township

This establishment has an address of 32360 215th Lane, Isle, MN 56342

Denny’s Lakeview Inn LLC, d/b/a **Denny’s Lakeview Inn** – Glen Township

This establishment has an address of 33592 300th Place, Aitkin, MN 56431

Eagle Point Lounge Inc., d/b/a **Eagle Point Lounge** – Shamrock Township

This establishment has an address of 49394 State Highway 65, McGregor, MN 55760

C.A.T.L. Enterprises Inc., d/b/a **Growlers** – Shamrock Township

This establishment has an address of 19037 Goshawk St., McGregor, MN 55760

Pepera Properties Inc., d/b/a **Jackson’s Hole** – Salo Township

This establishment has an address of 36232 Kestrel Ave., McGregor, MN 55760

MacDonald Enterprises Inc., d/b/a **The Landing** – Aitkin Township

This establishment has an address of 170 Southgate Drive, Aitkin, MN 56431

Purdy Inc., d/b/a **Pine Inn** – Malmo Township

This establishment has an address of 27805 State Highway 47, Aitkin, MN 56431

Dagen, Inc., d/b/a **Player’s Sports Bar & Grill** – Hazelton Township

This establishment has an address of 26838 U.S. Hwy. 169, Aitkin, MN 56431

Red Rock Bar & Grill LLC, d/b/a **Red Rock Bar & Grill** – Shamrock Township

This establishment has an address of 49463 202nd Place, McGregor, MN 55760

Jacque Saari, d/b/a **Whispering Pines** – Shamrock Township

This establishment has an address of 16469 Goshawk Street, McGregor, MN 55760

“OFF” Sale:

KLOMAR, LLC, d/b/a **Cave Liquors** – Hazelton Township

This establishment has an address of 22852 US Highway 169, Aitkin, MN 56431

Larry Allen Lindbo, d/b/a **Farm Island Store** – Farm Island Township

This establishment has an address of 29037 US Highway 169, Aitkin, MN 56431

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

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

Gerald F. Olson, d/b/a **Olson’s Mississippi Landing** – Ball Bluff Township

This establishment has an address of 68298 St. Hwy. 65, Jacobson, MN 55752

TJ’s Liquor Inc., d/b/a **TJ’s Liquor** – Malmo Township

This establishment has an address of 22039 321st Ave., Aitkin, MN 56431

Minnewawa Partners LLC, d/b/a **Willey’s Sports Shop & Spirits** – Shamrock Township

This establishment has an address of 46026 State Highway 65, McGregor, MN 55760

“ON” & “SUNDAY” Sale:

Zorbaz of Big Sandy Lake, Inc., d/b/a **Big Zandy Zorbaz** – Shamrock Township

This establishment has an address of 48760 State Highway 65, McGregor, MN 55760

Eken Enterprise, d/b/a **Jack’s Shack** – Rice River Township

This establishment has an address of 29954 St. Hwy. 65, McGregor, MN 55760

ON Sale – CLUB:

VFW 1727, d/b/a **Roberts-Glad Post** – Aitkin Township

This establishment has an address of 36558 410th Ave., Aitkin, MN 56431

ON Sale – WINE:

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

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

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

FOUR 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 11th day of December 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 11th day of December 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: 12/5/12
Via: Patrick Wussow, County Administrator
From: Ross Wagner, Economic Development & Forest Industry Coordinator
Title of Item: 2012 MAPCED/AMC Economic Development Award Plaque
Requested Meeting Date: December 11, 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)

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: December 5, 2012

SUBJECT: AMC/MAPCED Plaque

As you are aware, we received our award for the 2012 Outstanding County Economic Development Award at the annual AMC Conference in St Cloud. I would like to present the Award to the Board for your review at the start of the Board meeting.

Thank you very much for all your support to allow me to work on projects such as the Hawkins Sawmill road upgrade. I feel very strongly that this will lead to Hawkins Sawmill continuing to employ people and purchase Aitkin County area timber for years to come.

From: "Pat Henderson" <PHenderson@ardc.org>

Date: December 5, 2012 12:24:17 PM CST

To: <don.niemi@co.aitkin.mn.us>, <brian.napstad@co.aitkin.mn.us>, <mark.wedel@co.aitkin.mn.us>, <lawesterlund@frontiernet.com>, <anne.marcotte@co.aitkin.mn.us>

Cc: <patrick.wussow@co.aitkin.mn.us>, <rwagner@co.aitkin.mn.us>, "Andy Hubley" <ahubley@ardc.org>, <jbergstad@ardc.org>, "Bob Palmquist" <bpalmquist@northspan.org>

Subject: Congratulations!

Congratulations to all for the Outstanding Economic Development Award that Aitkin County received at the recent AMC conference. ARDC wrote a letter of support for the Hawkins Sawmill TED grant so I was especially pleased to see that you received the award. Good work, Ross!

Pat Henderson

Executive Director

Arrowhead Regional Development Commission

221 W First Street

Duluth, MN 55802

Phone 218.529.7547

Cell 218.349.8624

Email: phenderson@ardc.org

www.ardc.org



FOR IMMEDIATE RELEASE
December 6, 2012

FOR MORE INFORMATION CONTACT:
Becky Pizinger, Communications Coordinator
651-789-4332, Fax: 651-224-6540
E-mail: pizinger@mncounties.org

AITKIN COUNTY RECEIVES 2012 OUTSTANDING ECONOMIC DEVELOPMENT EFFORT AWARD

(St. Paul, MN)— The Minnesota Association of Professional County Economic Developers (MAPCED) selected **Aitkin County's Hawkins Sawmill Road Upgrade** to receive the 2012 Outstanding Economic Development Effort Award. MAPCED President Gail Levenson, Executive Director of the Cass County Economic Development Corporation, presented Aitkin County representatives with the award during the Association of Minnesota Counties' (AMC) Annual Conference on December 3 in St. Cloud.

The purpose of the award is to recognize and celebrate successful economic development ventures and partnerships that fulfill the MAPCED mission of fostering economic growth expanding tax base and enhancing quality of life in Minnesota counties.

Hawkins Sawmill is located in the southwest corner of Aitkin County bordering the northern border of Mille Lacs County. The challenges facing the wood products industry are well documented and Hawkins is no different in feeling the pinch of the economy. However, Hawkins Sawmill has a solid reputation for quality work producing quality lumber from logs purchased mainly from area forests. Hawkins Sawmill is also known as being an excellent employer and was able to avoid layoffs during the great recession.

In addition to avoiding layoffs, Hawkins was able to keep its customers and now is in a position to expand and add employees. This is the type of business both Aitkin and Mille Lacs Counties like to grow and prosper. So when Hawkins Sawmill had an issue and a "bottleneck" to grow in not having all weather access, Aitkin and Mille Lacs Counties decided to work together and solve the issue. Construction is underway on Mille Lacs County Road 132 to build the roadbed and paving, bringing it to all weather status in 2013.

-###-

Editors: Photo attached

Caption: MAPCED President Gail Levenson, Executive Director of the Cass County Economic Development Corporation, presented Aitkin County representatives with the award on December 3 in St. Cloud.

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



To: Chairperson, Aitkin County Board of Commissioners Date: 121/05/12

Via:

From: Sheriff Scott Turner

Title of Item: Electronic Room Fire Suppression

Requested Meeting Date: 12/11/2012 Est. Presentation Time: _____

Presenter: Sheriff Scott Turner

Type of Action Requested (check all that apply)

- For info only, no action requested Approve under Routine Business
- For discussion only with possible future action Adopt Ordinance Revision
- Let/Award Bid or Quote (attach copy of basic bid/quote specs or summary of complex specs, each bid/quote received & bid/quote comparison)
- Approve/adopt proposal by motion Approve/adopt proposal by resolution (attach draft resolution)
- Authorize filling vacant staff position
- Request to schedule public hearing or sale Other (please list)
- 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? _____ Other (attach explanation) **RADIO PROJECT, FUND BALANCE**
- 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) **Quote**

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
Aitkin, MN 56431

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

MEMO

To: Aitkin County Board of Commissioners Date: December 5, 2012

From: Sheriff Scott Turner Re: Electronics Room Fire Suppression

Attached is a copy of a quote from Brothers Fire Protection for a Radio/Phone Equipment rooms in the jail basement.

The need for this type of pre action system came to light with the addition of the new ARMER radio equipment and the near future need for next generation 911 equipment. As you are aware, a great investment has been made in this equipment and the install of this system is an absolute necessity to ensure that the equipment will not be ruined by the normal commercial business fire suppression system during an actual fire event or system failure.

This quote and system has been coordinated with the building maintenance department.

If you have any questions, relative to this recommendation, please do not hesitate to call.

Thank you.

Please note that at the December 11, 2012 Aitkin County Board meeting, I will give an update on the status of the radio project.

AN EQUAL OPPORTUNITY EMPLOYER



Brothers Fire Protection

Elk River / St Cloud / Duluth
 9950 E Highway 10
 Elk River, MN 55330
 Phone: 763-441-2290
 Fax: 763-441-5010

State License No. C059

Sales · Estimating · Design · Installation · Inspections · 24 Hour Emergency Service & Repair

To: Bill Thompson	From:	Tim Gilbertson
Company: Aitkin County Court House	Page:	1 of 1
Address:	Date:	12/3/2012
Phone: 218-927-7363	Phone:	218-232-4400
Fax: 218-927-7374	Email:	ting@brothersfire.com
Regarding: Radio Dispatch Equipment Rooms Double Interlock Pre Action Systems		

QUOTATION

Brothers Fire Protection Co. proposal includes the necessary labor and material for the installation of one double interlock pre action sprinkler system for the two dispatch equipment rooms. There will be one valve that controls the system for both rooms. We will also use one monitoring panel as well. We will demo the existing piping in the two rooms and install new pipe from the new valve. We also have the smoke detectors in our bid as well. We are not including the power source to our new panel that will be installed. That will have to be owner supplied. All labor is to be performed between the hours of 7:00 am and 4:30 pm during Monday through Friday. Design and installation are to be in accordance with NFPA 13.

Our price for the above work: **\$12,900.00**

Items not included:

1. 110 volt power to our new panel.
2. Lights, water, heat and power during construction.
3. Adequate heat throughout the entire building to prevent the system from freezing.
4. All painting, including protection of sprinklers from paint.
5. Labor and material required to bring the existing system into compliance with any and all current codes, ordinances, policies, requirements and/or recommendations.

This proposal is valid for fifteen (15) days, and at our option, may be withdrawn or considered void after this period.

Sincerely,

Tim Gilbertson
 Northern Minnesota General Manager

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



To: Chairperson, Aitkin County Board of Commissioners Date: 12-5-12

Via: Patrick Wussow, County Administrator

From: Patrick Wussow, County Administrator

Title of Item:
Update 800 mhz Implementation

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

Presenter: Scott Turner, Sheriff

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) Verbal update at meeting

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



To: Chairperson, Aitkin County Board of Commissioners Date: 12-5-12

Via: Patrick Wussow, County Administrator

From: Patrick Wussow, County Administrator

Title of Item:

2013 Final Budget Discussions

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

Presenter: Patrick Wussow, County Administrator and Kirk Peysar, County Auditor

Type of Action Requested (check all that apply)

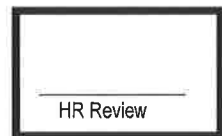
- For info only, no action requested
- For discussion only with possible future action
- Let/Award Bid or Quote (attach copy of basic bid/quote specs or summary of complex specs, each bid/quote received & bid/quote comparison)
- Approve/adopt proposal by motion
- Authorize filling vacant staff position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

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
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- 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) Budget & Levy Worksheet

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, County Administrator
RE: 2013 Final Budget Discussions
DATE: December 5, 2012

At the December 4, 2012 Budget Hearing the Board listened to opinions and concerns voiced by Aitkin County residents. At next week's Board meeting the Board will discuss the Budget Hearing and provide staff with direction for finalizing the 2013 budget.

Below is the time line of events leading us to the final adoption of the 2013 budget on December 18, 2012:

2013 Budget time lines

- May 2012 – State Legislature Adjourned – no significant changes adopted
- June 1, 2012 – County Board held the first of two emergency meetings relating to flooding in Aitkin County
- June 6, 2012 – Board provided budget direction for the 2013 Budget
- August 14, 28 & September 4, 2012 – Budget Presentations from Department Heads to the County Board
- September 11, 2012 – Adopted Preliminary Budget and Levy
- October 9, 2012 – Board reviewed Appropriations/Dues expenditures
- November 6, 2012 – Board took action to reduce budget/levy
- November 27, 2012 – Additional budget discussion and reduction to 4%
- December 4, 2012 @ 6:05 p.m. – Budget Hearing
- December 11, 2012 – Review discussions and comments from citizens from Budget hearing. Board will provide directives for final budget.
- December 18, 2012 – Adopt final Budget and Levy.

Aitkin County - 2013 Budget and Levy

	Adopted 2011	Adopted 2012	9-11-2012 Proposed @ 4.5% 2013	Preliminary Proposed @ 4% 2013
Funds				
General Fund	\$10,888,593	\$11,356,535	\$11,488,235	\$11,549,657
Road and Bridge	\$8,286,369	\$11,114,966	\$7,242,172	\$7,251,050
Health and Human Services	\$6,150,099	\$6,027,449	\$6,148,684	\$6,133,684
Debt Service (Jail Bonds)	\$409,750	\$412,750	\$409,875	\$409,875
GF Transfer to R&B		\$1,245,000		
Total Expenditures	\$25,734,811	\$30,156,700	\$25,288,966	\$25,344,266
Revenues	\$14,285,265	\$15,561,990	\$12,796,450	\$12,886,450
County Program Aid	\$528,130	\$311,483	\$524,082	\$524,082
Levy	\$10,999,199	\$11,384,171	\$11,900,000	\$11,839,538
Total of Other Funding Options	\$191,311	\$2,075,415	\$570,001	\$593,766
Reserves Used in Dept Budgets	-\$269,094	\$823,641	-\$501,567	-\$499,570
Total Revenues	\$25,734,811	\$30,156,700	\$25,288,966	\$25,344,266
Funding Options				
Additions				
Removes				
	\$0	\$0		\$0
	\$0	\$0		\$0
Calculations				
Levy Increase - Dollars	\$0	\$384,972	\$515,829	\$455,367
Levy Increase - Percentage	0.0%	3.5%	4.5%	4.0%
Tax Capacity-2013 estimate	\$31,536,477	\$29,290,000	\$28,211,079	\$28,211,079
Estimated Tax Rate (before Disparity Aid Adjustment)	34.878%	38.867%	42.182%	41.968%

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



To: Chairperson, Aitkin County Board of Commissioners Date: 12-5-12

Via: Patrick Wussow, County Administrator

From: Patrick Wussow, County Administrator

Title of Item:

Closed Session

Requested Meeting Date: 12-11-12 Estimated Presentation Time: 30 minutes

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 13D.05, subd. 3(C)
- 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: County Commissioners

FROM: Patrick Wussow, Aitkin County Administrator

RE: Closed Meeting Under MN Statute 13D.05 Subd. 3 (C)

DATE: December 6, 2012

Chairman Wedel needs a motion and a second for the following:

"The Aitkin County Board will close the meeting under MN Statute 13D.05 Subd. 3 (C), for PID 08-0-024300."