

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



Agenda Item #

1-11

To: Chairperson, Aitkin County Board of Commissioners

Date: 12-12-12

Via: Patrick Wussow, County Administrator

From: Patrick Wussow, County Administrator

Title of Item:

Adopt Final Property Tax Levy

Requested Meeting Date: 12-18-12

Estimated Presentation Time:

Presenter: Kirk Peysar, 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)

**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.**

By Commissioner: xx

**121812-1xx**

**2012 Ditch Fund Budgets**

**BE IT RESOLVED**, the Aitkin County Board of Commissioners, County of Aitkin, do hereby set the following fund budgets for 2012:

<u>Fund/Account</u>	<u>Fund/Acct</u>	<u>Revenues:</u>	<u>Reserves:</u>	<u>Expenditures:</u>
Judicial Ditch 2	7-350	\$10		\$0
Co Ditch 5	7-353	\$0		\$0
Co Ditch 21	7-365	\$0		\$100
Co Ditch 24	7-351	\$0		\$400
Co Ditch 28	7-356	\$0		\$523
Co Ditch 30	7-352	\$13		\$173
Co Ditch 34	7-357	\$0		\$0
Co Ditch 36	7-358	\$0		\$0
Co Ditch 37	7-359	\$0		\$0
St Ditch 63	7-362	\$0		\$526
St Ditch 66	7-363	\$0		\$392
Co Ditch 2	7-367	\$0		\$0
Diversion Channel	7-373	\$10		\$21,057
Co Ditch 23	7-354	\$0		\$354
Co Ditch 25	7-355	\$0		\$0
Co Ditch 42	7-360	\$0		\$0
Co Ditch 58	7-361	\$0		\$0
Co Ditch 20	7-364	\$0		\$0
Co Ditch 43	7-366	\$0		\$0
Co Ditch 29	7-371	\$0		\$0
Co Ditch 38	7-	\$0		\$235

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 18<sup>th</sup> 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 18<sup>th</sup> day of December A.D. 2012**

KIRK PEYSAR, County Auditor

BY \_\_\_\_\_, Deputy

By Commissioner: xx

121812-1xx

**2013 Unorganized Township Budgets**

**BE IT RESOLVED**, that the following 2013 budgets be set for Unorganized Townships:

	<u>Revenues:</u>	<u>Reserves:</u>	<u>Expenditures:</u>
Unorganized Road and Bridge	\$41,000		\$41,000
Unorganized Fire Fund	\$20,600		\$20,600
Unorganized Cemetery	\$1,740		\$1,740

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,)

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WITNESS MY HAND AND SEAL OF OFFICE at Aitkin, Minnesota, this 18<sup>th</sup> day of December A.D. 2012

KIRK PEYSAR, County Auditor

BY \_\_\_\_\_, Deputy

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

ADOPTED December 18, 2012

By Commissioner: xx

**121812-1xx**

**2013 Non-Levy Budgets**

**BE IT RESOLVED**, the Aitkin County Board of Commissioners, County of Aitkin, do hereby set the following fund budgets that are non-levy for 2013:

<u>Fund/Account</u>	<u>Revenues:</u>	<u>Reserves:</u>	<u>Expenditures:</u>
Law Library	\$30,000		\$30,000
County Development	\$290,000	\$132,610	\$422,610
Cons. Forf Tax Sales	\$0		\$0
Forfeit Tax Sales	\$1,309,530		\$1,309,530
Forest Resource	\$143,000	\$71,396	\$214,396
Reforestation	\$189,000	\$31,944	\$220,944
Memorial Forest	\$92,000	\$92,275	\$184,275
Forest Road	\$35,000	\$10,360	\$45,360
Gravel Pit	\$1,500	(\$1,500)	\$0
Missing Heirs	\$1,000		\$1,000
MCIT	\$150,000	(\$100,000)	\$50,000
Collaborative Grant	\$76,500	\$11,350	\$87,850
Environmental Trust	\$10,000		\$10,000
LLCC	\$650,000	\$7,605	\$657,605

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,)**

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**WITNESS MY HAND AND SEAL OF OFFICE at Aitkin, Minnesota, this 18<sup>th</sup> day of December A.D. 2012**

KIRK PEYSAR, County Auditor

BY \_\_\_\_\_, Deputy

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

ADOPTED December 18, 2012

By Commissioner: xx

**121812-1xx**

**2013 Levy Budgets**

**BE IT RESOLVED**, that the following 2013 budgets be set for the leviable funds of Aitkin County:

<u>Fund/Account</u>	<u>Revenues</u>	<u>Reserves</u>	<u>Expenditures</u>
General Fund	\$10,975,156	\$574,501	\$11,549,657
Road and Bridge	\$7,758,050	(\$507,000)	\$7,251,050
Health & Human Service	\$6,133,684	\$0	\$6,133,684
Debt Service	\$369,338	\$40,537	\$409,875
Total:	\$25,236,228	\$108,038	\$25,344,266

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)  
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Office of County Auditor,)

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WITNESS MY HAND AND SEAL OF OFFICE at Aitkin, Minnesota, this 18<sup>th</sup> day of December A.D. 2012

KIRK PEYSAR, County Auditor

BY \_\_\_\_\_, Deputy

By Commissioner: xx

121812-1xx

**2013 Property Tax Levy**

**BE IT RESOLVED**, that the Aitkin County Board of Commissioners hereby adopts the final property tax levy for taxes payable in 2013 for the following funds:

<u>FUND</u>	<u>LEVY</u>
Revenue Fund	\$4,625,427
Road and Bridge Fund	\$2,272,787
Health & Human Services Fund	\$2,638,276
Debt Service Jail Bond	\$353,537
Operation or Maintenance Costs Of a County Jail	\$1,835,669
Total:	\$11,725,696

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

FIVE MEMBERS PRESENT

All Members Voting Yes

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KIRK PEYSAR, County Auditor

BY \_\_\_\_\_, Deputy

By Commissioner: xx

121812-1xx

**2013 East Central Regional Library Levy/Budget**

**BE IT RESOLVED**, that the amount of \$230,242 be budgeted and levied for the year 2013 for the East Central Regional Library.

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,)

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WITNESS MY HAND AND SEAL OF OFFICE at Aitkin, Minnesota, this 18<sup>th</sup> day of December A.D. 2012

KIRK PEYSAR, County Auditor

BY \_\_\_\_\_, Deputy

By Commissioner: xx

121812-1xx

**2013 Boat & Water Safety Budget**

**BE IT RESOLVED**, the Aitkin County Board of Commissioners approves the 2013 annual Boat and Water Safety Agreement budget in file in the Office of County Auditor in the amount of \$75,406 for a term January 1, 2013 to December 31, 2013.

	<u>Revenues</u>	<u>Co Share</u>	<u>Expenditures</u>
Misc. Receipts	\$1,000		
Boat & Water Grant	\$23,000		
Boat & Water Supply Grant	\$7,000		
<b>Totals:</b>	<b>\$31,000</b>	<b>\$43,602</b>	<b>\$74,602</b>

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

FIVE MEMBERS PRESENT

All Members Voting Yes

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Office of County Auditor,)

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KIRK PEYSAR, County Auditor

BY \_\_\_\_\_, Deputy



By Commissioner: xx

121812-1xx

**2013 Appropriations to ASCS & Snake River Watershed**

**BE IT RESOLVED**, that the budget and appropriation in the amount of \$133,045 be set for 2013 for the Aitkin County Soil and Water Conservation District (\$98,034 from the General Revenue Fund and \$35,011 from County Development Funds) and \$10,079 be set for the Snake River Watershed District.

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

FIVE MEMBERS PRESENT

All Members Voting Yes

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KIRK PEYSAR, County Auditor

BY \_\_\_\_\_, Deputy

By Commissioner: xx

121812-1xx

**County Ditch Payments**

**BE IT RESOLVED**, that the County Auditor is hereby ordered to transfer the following sums of money from the ditch accounts to the County Road and Bridge fund. Monies to be transferred from the individual accounts of the ditch as given below. Purpose of this claim is to cover the expense of Assessment and Maintenance of ditches.

County Ditch 30	\$172.50
County Ditch 63	\$525.89
State Ditch 66	\$391.35
Diversion Channel	\$21,056.29

**BE IT FUTHER RESOLVED**, that the County Auditor is hereby ordered to transfer the following sums of money from the County Development Fund to the County Road and Bridge Fund to cover maintenance of the following County Ditches:

County Ditch 21	\$98.61
County Ditch 23	\$354.20
County Ditch 28	\$522.50
County Ditch 38	\$234.81

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

FIVE MEMBERS PRESENT

All Members Voting Yes

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KIRK PEYSAR, County Auditor

BY \_\_\_\_\_, Deputy

By Commissioner: xx

121812-1xx

**Unorganized Road & Bridge Payments**

**BE IT RESOLVED**, that the County Auditor is hereby ordered to transfer the following sums of money from the Unorganized Road and Bridge account to the County Road and Bridge fund. Monies to be transferred from the individual accounts of the Unorganized Townships as given below. Purpose of this claim is to cover the expense of snowplowing and repairing of road in the Unorganized Townships with county equipment.

Unorg Township

52-22	\$2,402.84
45-24	\$3,581.84
47-24	\$11,685.29
52-24	\$2,533.76
50-25	\$2,336.02
51-25	\$1,242.32
52-25	\$3,837.78
50-26	\$1,328.91
48-27	\$3,327.11
49-27	\$7,729.02
50-27	\$667.43
51-27	\$874.20
52-27	\$2,772.51

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

FIVE MEMBERS PRESENT

All Members Voting Yes

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KIRK PEYSAR, County Auditor

BY \_\_\_\_\_, Deputy

By Commissioner: xx

121812-1xx

2013 ARDC Levy

**BE IT RESOLVED**, that the Aitkin County Board of Commissioners acknowledges the Levy for the Arrowhead Regional Development Commission for 2013 in the amount of \$48,002.00.

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)  
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Office of County Auditor,)

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BY \_\_\_\_\_, Deputy