

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



To: Chairperson, Aitkin County Board of Commissioners Date: 2-6-13

Via: Patrick Wussow, County Administrator

From: Patrick Wussow, County Administrator

Title of Item:

Aitkin County Day at the Capitol

Requested Meeting Date: 2-12-13 Estimated Presentation Time: _____

Presenter: Patrick Wussow, County Administrator

Type of Action Requested (check all that apply)

- For info only, no action requested
- For discussion with possible 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) AMC flier

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

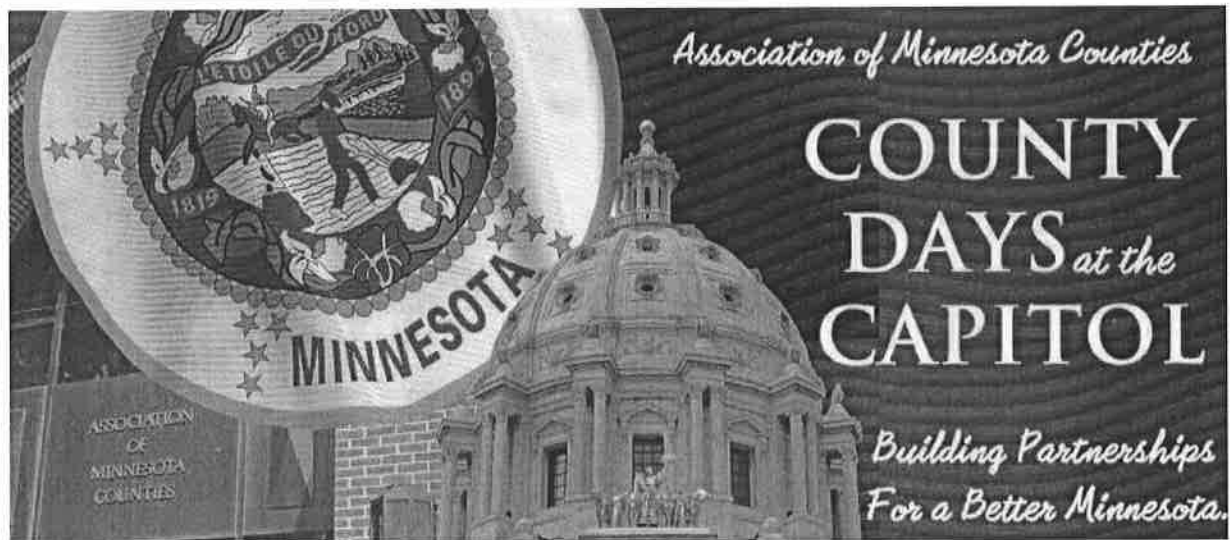
FROM: Patrick Wussow, County Administrator

RE: Aitkin County Day at the Capitol

DATE: February 6, 2013

A verbal update will be given at the Board meeting. At this time staff is waiting for a response from Crow Wing County.

Attached is a copy of the information provided by the Association of MN Counties about County Days at the Capitol.



Come to St. Paul in 2013 and Make Important Connections!

The county message is best heard in person from those who work in county government every day and that's why we're encouraging all Minnesota counties schedule a visit to St. Paul for **County Days at the Capitol** during the 2013 legislative session.

County Days at the Capitol offer counties an opportunity to both discuss the most relevant current events at the Capitol with AMC staff, meet with state legislators to advocate on behalf of counties, and attend committee hearings.

It's always important for county officials and staff to forge relationships with their state legislators, but the magnitude of the state's budget challenges and the number of first-time legislators significantly increases the importance of establishing a direct connection with state legislators this year. Ultimately, when tough decisions need to be made during this legislative session, AMC would like every legislator to feel that their county is a trusted source of information and guidance, and **County Days at the Capitol** are one way in which those important relationships will be cultivated.

We encourage you to invite your entire county board, other elected officials, key staff and even other local government or community leaders from your area to join you!

It's also important to **make appointments with your legislators*** ahead of time and we can help you with that when you schedule your visit.

We Look Forward to Seeing You in St. Paul!

*Please contact [Tasha Truskolaski](mailto:Tasha.Truskolaski@amc.org) if you need assistance in contacting legislators for meeting appointments.

What happens the day of your visit?

- Plan to arrive at AMC early (we recommend either 8 or 9 a.m.) but we can be flexible with the arrival time.
- Relax with refreshments while AMC staff briefs you on county priorities and what is going on at the Legislature that day.
- Our staff will also give you a brief fact-sheet on legislative issues of county concern to take with you when your group walks over to the Capitol for the legislative visits and hearings.

Pick a Date!

Please select any Tuesday, Wednesday or Thursday during Session to schedule your visit. While there's no limit to how many counties can come in on any given date, we may contact you about switching dates if it becomes disproportionate.

AMC JOINT LEGISLATIVE CONFERENCE, ST. PAUL
MARCH 20-21, 2013

Sign Up Today!

Simply schedule your visit by emailing [Tasha Truskolaski](mailto:Tasha.Truskolaski@amc.org), Intergovernmental Services Assistant, or by calling 651-789-4321.

Please let us know the date you've selected for your visit and approximately how many people will be in your group.