

# **ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS August 27, 2013 – 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**
- 9:05 E) **Health & Human Services (see separate HHS agenda)**
- 10:00 **Break**
- 10:10 F) **Citizens' Public Comment** – Comments from visitors must be informational in nature and not exceed (3) minutes per person. The County Board generally will not engage in a discussion or debate in those three 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.
- 2) **Consent Agenda** – All items on the Consent Agenda are considered to be routine and have been made available to the County Board at least two days prior to the meeting; the items will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be removed from this Agenda and considered under separate motion.
- A) **Correspondence File August 13, 2013 – August 26, 2013**  
B) **Approve 8/13/13 County Board Minutes**  
C) **Approve 8/20/13 County Board Minutes – Special Meeting**  
D) **Approve Commissioner Warrants**  
E) **Approve Auditor Warrants – Real Estate Tax Adjustments**  
F) **Approve Auditor Warrants – Sales & Use Tax**  
G) **Approve On Sale Liquor License - Park Rapids Eagles Club #870**  
H) **Approve Resolution - Repurchase of Tax Forfeited Property: Boyette**  
I) **Approve Public Auction of Vehicle – Sheriff's Dept.**  
J) **Approve Cash Donation of \$187.00 to Aitkin County Sobriety Court**  
K) **Approve Resolution – 2013 Federal Boating Safety Supplemental Equipment Grant**
- 10:15 3) **Patrick Wussow, County Administrator**  
A) **MN DNR Request to Acquire Additional 762 Acres of Land in Fleming Township to Enlarge Gun Lake State Wildlife Management Area**

Note: 2 Page Agenda

**ADJOURNED MEETING OF THE  
COUNTY BOARD OF COMMISSIONERS  
August 27, 2013 – BOARD AGENDA**

- 10:45 4) Kirk Peysar, County Auditor  
A) Schedule Public Hearing - Lake Minnewawa Improvement District  
B) 11:00 Public Hearing – Large Assembly, White Pine Logging & Threshing Show  
1. Approve Resolution – White Pine Logging & Threshing Show  
C) Discussion – Minnesota State Sales Tax Exemption
- 11:15 5) Ross Wagner, Economic Development & Forest Industry Coordinator  
A) Approve Tourism and Promotion Grants
- 11:25 6) Board Discussion  
Mark Wedel – CMCC, Kinship  
Laurie Westerlund – Mille Lacs Watershed, CMCC, HRA  
Don Niemi – ARDC, Lakes & Pines, Snake River  
Brian Napstad – MHB, Metallic Minerals  
Anne Marcotte – McGregor Mineral Rights, Forest Advisory
- 7) Committee Updates  
Upcoming Meetings:  
Lakes & Pines – September 16, Full Board  
ARDC – September 19, Board meeting  
Snake River Watershed – September 23  
Kinship – September 17  
Sobriety Court – September 6  
Committee Minutes:  
Aitkin-Itasca-Koochiching Community Health Board
- 12:15 Adjourn

# AITKIN COUNTY BOARD

August 13, 2013

The Aitkin County Board of Commissioners met this 13<sup>th</sup> day of August, 2013 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.

**CALL TO ORDER**

Chairperson J. Mark Wedel closed the meeting at 9:03 a.m. under MN Statute 13D.03 Subd. 1(b) Labor Negotiations.

**CLOSED SESSION**

Motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members voting to reopen the meeting at 9:56 a.m.

**OPEN MEETING**

Break: 9:56 a.m. to 10:14 a.m.

**BREAK**

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to approve the August 13, 2013 agenda.

**APPROVED AGENDA**

Mike Geis, Aitkin County resident asked the Board to consider adopting an ordinance for shooting ranges.

**CITIZEN'S PUBLIC COMMENT**

Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members voting yes to approve the Consent Agenda as follows: A) Correspondence File: July 23, 2013 – August 12, 2013; B) Approve County Board Minutes: July 23, 2013; C) Accept \$200 Donation to STS – Round Lake Cemetery Association; D) Approve Public Auction of Vehicles – Sheriff's Department; E) Approve July Manual Warrants: General Fund \$18,224.82, Road & Bridge \$123,178.17, Health & Human Services \$1,683.42, State \$91,436.10, Forest Development \$789.30, Taxes & Penalties \$503.76, Long Lake Conservation Center \$1,689.13, Parks \$24.00 for a total of \$237,528.70; F) Approve Commissioner Warrants: General Fund \$123,791.10, Road & Bridge \$36,516.21, Health & Human Services \$1,696.00, State \$720.00, Trust \$4,343.90, Forest Development \$13,993.79, Long Lake Conservation Center \$10,184.40, Parks \$3,947.57 for a total of \$195,192.97; G) Approve Resolution – OHV Safety Enforcement Grant; H) Approve Safety Committee Recommendation - Emergency Action Plan for Employees; I) Approve Resolution – Highway Department Road Easement; J) Approve Resolution – Liquor License Pine Inn; K) Approve Out of State Travel Request – Emergency Management; L) Approve Asphalt Quote for Recycling Center; a) Approve Commissioner Warrants: General Fund \$91,182.59, Road & Bridge \$70,249.34, Health & Human Services \$1,042.18, Trust \$616.24, Forest Development \$17,513.82, Long Lake Conservation Center \$5,502.71, Parks \$6,075.10 for a total of \$192,182.10; b) Approve Temporary On Sale 3.2 Malt Liquor License from August 30, 2013 through September 2, 2013 for Finlayson-Giese Lions Club, d/b/a Finlayson-Giese Lions Club – Williams Township (White Pine Logging Show)

**CONSENT AGENDA**

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members voting yes to approve public auction of the following vehicles seized under DWI forfeiture – Sheriff's Department: 2005 Yamaha ATV, 1997 Dodge Van, 1999 Pontiac Grand Am, 2007 Pontiac G6, 1996 Saturn SL1, 1995 Toyota Avalon.

**PUBLIC AUCTION OF VEHICLES – SHERIFF'S DEPT.**

Under the consent agenda, motion for a resolution by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members voting yes to approve resolution – OHV Safety Enforcement Grant:

**BE IT RESOLVED**, that the Aitkin County Board of Commissioners approve the 2014-2015 Off-Highway Vehicle Safety Enforcement Grant file in the Office of the County Auditor and authorize the Aitkin County Sheriff, County Board Chair and County Auditor to sign the agreement in the amount of \$14,212.00 for the term of July 15, 2013 through June 30, 2015.

**RESOLUTION  
081313-066  
OHV SAFETY  
ENFORCEMENT  
GRANT**

Under the consent agenda, motion for a resolution by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members voting yes to approve resolution – Highway Department Road Easement:

**WHEREAS**, the Aitkin County Highway Department has requested to purchase a permanent easement on tax forfeited land for highway right of way purposes, described as follows:

**RESOLUTION  
081313-067  
HIGHWAY DEPT  
ROAD EASEMENT**

Parcel Nos. 2, 3, 4 of Aitkin County Right of Way Plat No. 18 (parts of SW-NE - Southwest Quarter of the Northeast Quarter; NW-NE - Northwest Quarter of the Northeast Quarter; and NE-NE - Northeast Quarter of the Northeast Quarter; all in Section Two (2) Township Forty-eight (48) Range Twenty-six (26)

**NOW THEREFORE, BE IT RESOLVED**, that per that request, the easement on this tax forfeited land to the Aitkin County Highway Department for the easement price of \$2,850.00 is hereby approved.

Under the consent agenda, motion for a resolution by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members voting yes to approve resolution – Liquor License - Pine Inn:

**BE IT RESOLVED**, the Aitkin County Board of Commissioners agrees to approve the following liquor license for a period ending December 31, 2013:

**RESOLUTION  
081313-068  
LIQUOR LICENSE  
- PINE INN**

**“ON”, “OFF” and “SUNDAY” Sale:**

D & G Marklund Inc., d/b/a **PINE INN** – Malmo Township  
This establishment has an address of 27805 State Highway 47, Aitkin, MN 56431

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members voting yes to approve sending a representative from the Sheriff’s Department to a two day regional exercise in Superior, Wisconsin. This exercise helps meet some of the requirements needed for the Emergency Management Performance Grant. The dates for this exercise are August 28-29, 2013.

**OUT OF STATE  
TRAVEL  
REQUEST –  
SHERIFF’S DEPT**

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members voting yes to approve quote from Tri-City Paving for \$15,898.20 (plus Class 5 if needed) to pave the entrance of the Aitkin County Recycling

**AITKIN COUNTY  
RECYCLING  
CENTER**

Center.

Lori Grams, Treasurer reviewed the Second Quarter Investment Report with the Board.

Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to approve ATV Corridor Access Trail Application Request by MacVille Township.

Chairperson J. Mark Wedel noted there will be a Large Assembly Public Hearing at 11:00 a.m. on August 27, 2013 in the Aitkin County Boardroom, for the White Pine Logging and Threshing Show.

The Board reported on the following:

Commissioner Brian Napstad

- **NCLUCB** – Met in International Falls. New priorities are ConCon ditching and relocating wetland mitigation sites.
- **McGregor Airport** – Looking at updating zoning ordinance.

Commissioner Don Niemi

- **Library** – Discussed security issues.
- **Aitkin City Council meeting** – Attended the meeting about library expansion. The vote was “yes” to expand.

Commissioner Anne Marcotte

- **Economic Development** – Some items discussed were Trail Towns, advertising for next year’s Quadna Mud Nationals, Enbridge, and Broad Band.

Commissioner Laurie Westerlund

- **Onanegozie** – Met July 25<sup>th</sup> in Pine County. Discussed disbanding.

Commissioner J. Mark Wedel

- **Airport** – Windsock arrived, fuel sales are doing very well, and tower will be painted soon.
- **EDA** – Aitkin Airport requested \$10,000.
- **Historical Society** – Garage sale August 2<sup>nd</sup> and 3<sup>rd</sup> went very well. Railroad property status will be lengthy. Barn book will be about 150 pages, with over 700 barns.
- **Kinship** – Looking at possible restructure, positive meeting.

**2<sup>ND</sup> QUARTER  
INVESTMENT  
REPORT**

**ATV ACCESS  
TRAIL  
APPLICATION**

**LARGE  
ASSEMBLY  
PUBLIC HEARING  
SCHEDULED**

**BOARD  
DISCUSSION**

Motion by Commissioner Westerlund, seconded by Commissioner Marcotte and carried, all members voting yes to adjourn the meeting at 11:29 a.m. until Tuesday, August 20, 2013 at 9:00 a.m.

**ADJOURN**

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J. Mark Wedel, Chairperson  
Aitkin County Board of Commissioners

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Patrick Wussow, County Administrator

# AITKIN COUNTY BOARD Special Meeting August 20, 2013

The Aitkin County Board of Commissioners met this 20<sup>th</sup> day of August, 2013 at 9:02 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. The following Department Heads were also present: Health & Human Services Director Tom Burke, County Engineer John Welle, County Attorney Jim Ratz, Land Commissioner Mark Jacobs, County Assessor Mike Dangers, Treasurer Lori Grams, Recorder Diane Lafferty, IT Director Steve Bennett, Economic Development & Forest Industry Coordinator Ross Wagner, and Auditor Kirk Peysar. Sheriff Scott Turner arrived after the the lunch break.

Motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried, all members voting yes to approve the August 20, 2013 agenda.

## 2014 Aitkin County Budget Presentations

Patrick Wussow, County Administrator reviewed the proposed 2014 Courthouse budget with the Board.

Tom Burke, Health & Human Services Director and Kathy Ryan, Fiscal Supervisor HHS discussed the proposed 2014 Health & Human Services budget with the Board.

John Welle, County Engineer reviewed the proposed 2014 Highway Department budget with the Board.

Break: 12:23 p.m. to 1:32 p.m.

Scott Turner, Sheriff discussed the proposed 2014 Sheriff's Department budget with the Board.

Motion by Commissioner Napstad, seconded by Commissioner Marcotte and carried, all members voting yes to adjourn the meeting at 2:36 p.m. until Tuesday, August 27, 2013 at 9:00 a.m.

\_\_\_\_\_  
J. Mark Wedel, Chairperson  
Aitkin County Board of Commissioners

\_\_\_\_\_  
Patrick Wussow, County Administrator

**CALL TO ORDER**

**APPROVED  
AGENDA**

**2014 PROPOSED  
COURTHOUSE  
BUDGET**

**2014 PROPOSED  
H&HS BUDGET**

**2014 PROPOSED  
ROAD & BRIDGE  
BUDGET**

**BREAK**

**2014 PROPOSED  
SHERIFF'S DEPT  
BUDGET**

**ADJOURN**

DKB1  
8/26/13 9:17AM

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Print List in Order By: 2 1 - Fund (Page Break by Fund) Page Break By: 1 1 - Page Break by Fund  
2 - Department (Totals by Dept) 2 - Page Break 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 COMMISSIONER'S VOUCHERS ENTRIES

1 General Fund

| Vendor No. | Name<br>Account/Formula        | Rpt<br>Accr | Amount   | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name |
|------------|--------------------------------|-------------|----------|--------------------------------------|----------------------------|--|
| 1          | DEPT                           |             |          | Commissioners                        |                            |  |
| 86222      | Aitkin Independent Age         |             |          |                                      |                            |  |
|            | 01-001-000-0000-6230           |             | 57.75    | Synopsis 6/11/13                     | 1479                       | Printing, Publishing & Adv                       |
|            | 01-001-000-0000-6230           |             | 78.38    | Synopsis 6/25/13                     | 1479                       | Printing, Publishing & Adv                       |
|            | 01-001-000-0000-6230           |             | 43.32    | Synopsis 6/18 special mtg            | 1479                       | Printing, Publishing & Adv                       |
|            | 01-001-000-0000-6230           |             | 109.32   | Synopsis 6/19 BAE                    | 1479                       | Printing, Publishing & Adv                       |
|            | 01-001-000-0000-6230           |             | 55.69    | Synopsis 7/9                         | 1479                       | Printing, Publishing & Adv                       |
| 86222      | Aitkin Independent Age         |             | 344.46   | 5 Transactions                       |                            |  |
| 8175       | Centurylink                    |             |          |                                      |                            |  |
|            | 01-001-000-0000-6250           |             | 7.45     | LOCAL PHONE                          | 313645966                  | Telephone  |
| 8175       | Centurylink                    |             | 7.45     | 1 Transactions                       |                            |  |
| 10185      | Centurylink Communications Inc |             |          |                                      |                            |  |
|            | 01-001-000-0000-6250           |             | 8.85     | LD Phone                             | 320146217                  | Telephone  |
| 10185      | Centurylink Communications Inc |             | 8.85     | 1 Transactions                       |                            |  |
| 6097       | Verizon Wireless               |             |          |                                      |                            |  |
|            | 01-001-000-0000-6250           |             | 33.03    | cell phone charges                   | 286287802                  | Telephone  |
|            | 01-001-000-0000-6250           |             | 26.02    | ipad monthly access charge           | 786663881                  | Telephone  |
|            | 01-001-000-0000-6250           |             | 26.02    | ipad monthly access charge           | 786663881                  | Telephone  |
| 6097       | Verizon Wireless               |             | 85.07    | 3 Transactions                       |                            |  |
| 1          | DEPT Total:                    |             | 445.83   | Commissioners                        | 4 Vendors                  | 10 Transactions                                  |
| 12         | DEPT                           |             |          | Court Administration                 |                            |  |
| 8175       | Centurylink                    |             |          |                                      |                            |  |
|            | 01-012-000-0000-6250           |             | 119.12   | LOCAL PHONE Q3                       | 313645966                  | Telephone  |
| 8175       | Centurylink                    |             | 119.12   | 1 Transactions                       |                            |  |
| 10185      | Centurylink Communications Inc |             |          |                                      |                            |  |
|            | 01-012-000-0000-6250           |             | 33.07    | LD Phone Q3                          | 320146217                  | Telephone  |
| 10185      | Centurylink Communications Inc |             | 33.07    | 1 Transactions                       |                            |  |
| 2810       | Larson/Shari S                 |             |          |                                      |                            |  |
|            | 01-012-000-0000-6232           |             | 2,243.75 | July attorney fees                   |                            | Attorney Services                                |
|            | 01-012-000-0000-6232           |             | 158.20   | July attorney costs                  |                            | Attorney Services                                |
| 2810       | Larson/Shari S                 |             | 2,401.95 | 2 Transactions                       |                            |  |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| Vendor No. | Name<br>Account/Formula                                | Rpt<br>Accr | Amount   | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name |
|------------|--|-------------|----------|--------------------------------------|----------------------------|--|
| 3699       | O'Hara Jr., Ltd./William D.<br>01-012-000-0000-6232    |             | 240.00   | Attorney Fees PR-13-687              | 18274                      | Attorney Services                                |
|            | 01-012-000-0000-6232                                   |             | 45.00    | Attorney Fees PR-13-120              | 18275                      | Attorney Services                                |
|            | 01-012-000-0000-6232                                   |             | 15.00    | Attorney Fees PR-13-405              | 18276                      | Attorney Services                                |
|            | 01-012-000-0000-6232                                   |             | 60.00    | Attorney Fees PR-95-464              | 18277                      | Attorney Services                                |
|            | 01-012-000-0000-6232                                   |             | 135.00   | Attorney Fees PR-13-29               | 18278                      | Attorney Services                                |
|            | 01-012-000-0000-6232                                   |             | 45.00    | Attorney Fees PR-13-97               | 18279                      | Attorney Services                                |
|            | 01-012-000-0000-6232                                   |             | 45.00    | Attorney Fees PR-11-1153             | 18280                      | Attorney Services                                |
| 3699       | O'Hara Jr., Ltd./William D.                            |             | 585.00   | 7 Transactions                       |                            |  |
| 12         | DEPT Total:  |             | 3,139.14 | Court Administration                 | 4 Vendors                  | 11 Transactions                                  |
| 40         | DEPT   |             |          | Auditor                              |                            |  |
| 88012      | Aitkin Co Auditor<br>01-040-021-0000-6205              |             | 200.00   | Postage                              | Dep Reg 083                | Postage  |
| 88012      | Aitkin Co Auditor                                      |             | 200.00   | 1 Transactions                       |                            |  |
| 8175       | Centurylink<br>01-040-000-0000-6250                    |             | 52.12    | LOCAL PHONE                          | 313645966                  | Telephone  |
|            | 01-040-021-0000-6250                                   |             | 309.56   | LOCAL PHONE                          | 314154028                  | License Center-Phone                             |
| 8175       | Centurylink  |             | 361.68   | 2 Transactions                       |                            |  |
| 10185      | Centurylink Communications Inc<br>01-040-000-0000-6250 |             | 12.88    | LD Phone                             | 320146217                  | Telephone  |
| 10185      | Centurylink Communications Inc                         |             | 12.88    | 1 Transactions                       |                            |  |
| 3165       | MDRA<br>01-040-021-0000-6241                           |             | 20.00    | Registration-Annual Mtg              |                            | Registration Fee                                 |
| 3165       | MDRA   |             | 20.00    | 1 Transactions                       |                            |  |
| 12749      | Purdy/Robert & Shanna<br>01-040-000-0000-5119          |             | 660.00   | refund 4/12 of liquor license        | sold bar                   | Liquor Licenses                                  |
| 12749      | Purdy/Robert & Shanna                                  |             | 660.00   | 1 Transactions                       |                            |  |
| 12287      | Skattum/Brett<br>01-040-021-0000-6231                  |             | 8.00     | wash windows-license cntr            | 792140                     | Services, Labor, Contracts                       |
| 12287      | Skattum/Brett  |             | 8.00     | 1 Transactions                       |                            |  |
| 86235      | The Office Shop Inc                                    |             |          |                                      |                            |  |

# 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           |
| 01-040-021-0000-6405                 |      | 16.03 Misc. Office Supplies          | 267115-0       | Office & Computer Supplies  |
| 01-040-021-0000-6405                 |      | 7.45 2 Sharpies, 1 Battery           | 267115-0       | Office & Computer Supplies  |
| 01-040-021-0000-6405                 |      | 5.10 3 stick pens                    | 267181-0       | Office & Computer Supplies  |
| 01-040-000-0000-6405                 |      | 22.86 1 doz gel pens later returned  | 942366-0       | Office & Computer Supplies  |
| 01-040-000-0000-6405                 |      | 20.07 doz flex grip pens, highlighte | 942366-0       | Office & Computer Supplies  |
| 01-040-000-0000-6405                 |      | 25.52 1 doz click gel pens           | 942366-1       | Office & Computer Supplies  |
| 01-040-000-0000-6405                 |      | 7.47 Staple remover                  | 942380-0       | Office & Computer Supplies  |
| 01-040-000-0000-6405                 |      | 15.17 1 doz flex grip pens           | 942471-0       | Office & Computer Supplies  |
| 86235 The Office Shop Inc            |      | 119.67                               | 8 Transactions |                             |
| 40 DEPT Total:                       |      | 1,382.23 Auditor                     | 7 Vendors      | 15 Transactions             |
| 42 DEPT                              |      | Treasurer                            |                |                             |
| 5398 CDW Government, Inc             |      |                                      |                |                             |
| 01-042-000-0000-6405                 |      | 693.00 3 24" monitors                | DW39053        | Office & Computer Supplies  |
| 5398 CDW Government, Inc             |      | 693.00                               | 1 Transactions |                             |
| 8175 Centurylink                     |      |                                      |                |                             |
| 01-042-000-0000-6250                 |      | 29.78 LOCAL PHONE                    | 313645966      | Telephone                   |
| 8175 Centurylink                     |      | 29.78                                | 1 Transactions |                             |
| 10185 Centurylink Communications Inc |      |                                      |                |                             |
| 01-042-000-0000-6250                 |      | 3.73 LD Phone                        | 320146217      | Telephone                   |
| 10185 Centurylink Communications Inc |      | 3.73                                 | 1 Transactions |                             |
| 42 DEPT Total:                       |      | 726.51 Treasurer                     | 3 Vendors      | 3 Transactions              |
| 43 DEPT                              |      | Assessor                             |                |                             |
| 12445 Brandl Chevrolet, Buick, GM    |      |                                      |                |                             |
| 01-043-000-0000-6302                 |      | 44.25 gas cap for Equinox            | 203696         | Car Maintenance             |
| 12445 Brandl Chevrolet, Buick, GM    |      | 44.25                                | 1 Transactions |                             |
| 783 Canon Financial Services, Inc    |      |                                      |                |                             |
| 01-043-000-0000-6231                 |      | 182.87 copier contract-021           | 12971422       | Services, Labor, Contracts  |
| 01-043-000-0000-6231                 |      | 12.83 Accessories/Print kit          | 12971424       | Services, Labor, Contracts  |
| 783 Canon Financial Services, Inc    |      | 195.70                               | 2 Transactions |                             |
| 8175 Centurylink                     |      |                                      |                |                             |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| Vendor No. | Name<br>Account/Formula                                 | Accr | Rpt<br>Amount | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name |
|------------|---|------|---------------|--------------------------------------|----------------------------|--|
| 8175       | Centurylink<br>01-043-000-0000-6250                     |      | 81.90         | LOCAL PHONE                          | 313645966                  | Telephone  |
|            |   |      | 81.90         | 1 Transactions                       |                            |  |
| 10185      | Centurylink Communications Inc<br>01-043-000-0000-6250  |      | 17.70         | LD Phone                             | 320146217                  | Telephone  |
| 10185      | Centurylink Communications Inc                          |      | 17.70         | 1 Transactions                       |                            |  |
| 12750      | Kennedy & Associates/Kirby A.<br>01-043-000-0000-6232   |      | 220.00        | Blandin hearing transcript           |                            | Attorney Services                                |
| 12750      | Kennedy & Associates/Kirby A.                           |      | 220.00        | 1 Transactions                       |                            |  |
| 2880       | Long Lake Conservation Ctr<br>01-043-000-0000-6208      |      | 56.00         | Safety Trng/First Aid Cards          | 5147                       | Training/Education                               |
| 2880       | Long Lake Conservation Ctr                              |      | 56.00         | 1 Transactions                       |                            |  |
| 6097       | Verizon Wireless<br>01-043-000-0000-6250                |      | 145.64        | Monthly Cell Phone Bill              | 680690882                  | Telephone  |
| 6097       | Verizon Wireless  |      | 145.64        | 1 Transactions                       |                            |  |
| 43         | DEPT Total:   |      | 761.19        | Assessor                             | 7 Vendors                  | 8 Transactions                                   |
| 44         | DEPT  |      |               | Central Services                     |                            |  |
| 10185      | Centurylink Communications Inc<br>01-044-000-0000-6250  |      | 3.39          | LD Phone                             | 320146217                  | Telephone  |
|            | 01-044-000-0000-6250                                    |      | 0.30          | Toll Free Phone                      | 320295974                  | Telephone  |
| 10185      | Centurylink Communications Inc                          |      | 3.69          | 2 Transactions                       |                            |  |
| 9867       | Government Management Group Inc<br>01-044-000-0000-6231 |      | 3,600.00      | 2012 cost allocation plan            | 1201                       | Services, Labor, Contracts                       |
| 9867       | Government Management Group Inc                         |      | 3,600.00      | 1 Transactions                       |                            |  |
| 2386       | Information Systems Corp<br>01-044-195-0000-6625        |      | 8,196.24      | add app xtend lic.to default         | 23246                      | Unallocated Tech. Expense 357.182 Subd           |
|            | 01-044-195-0000-6625                                    |      | 8,196.24      | add app xtend lic.to P&Z             | 23247                      | Unallocated Tech. Expense 357.182 Subd           |
| 2386       | Information Systems Corp                                |      | 16,392.48     | 2 Transactions                       |                            |  |
| 3336       | Office Of Enterprise Technology<br>01-044-000-0000-6231 |      | 1,300.00      | July 2013 Usage                      | 13070361                   | Services, Labor, Contracts                       |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

1 General Fund

| Vendor No. | Name<br>Account/Formula                                | Accr | Rpt<br>Amount | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name |
|------------|--|------|---------------|--------------------------------------|----------------------------|--|
| 3336       | Office Of Enterprise Technology                        |      | 1,300.00      |                                      | 1 Transactions             |  |
| 44         | DEPT Total:  |      | 21,296.17     | Central Services                     | 4 Vendors                  | 6 Transactions                                   |
| 45         | DEPT   |      |               | Motor Pool                           |                            |  |
| 10185      | Centurylink Communications Inc<br>01-045-000-0000-6250 |      | 0.62          | LD Phone                             | 320146217                  | Telephone  |
| 10185      | Centurylink Communications Inc                         |      | 0.62          |                                      | 1 Transactions             |  |
| 45         | DEPT Total:  |      | 0.62          | Motor Pool                           | 1 Vendors                  | 1 Transactions                                   |
| 49         | DEPT   |      |               | Information Technologies             |                            |  |
| 5398       | CDW Government, Inc<br>01-049-000-0000-6402            |      | 60.38         | Cisco Fan                            | DV03575                    | Computer Supplies & Software                     |
| 5398       | CDW Government, Inc                                    |      | 60.38         |                                      | 1 Transactions             |  |
| 8175       | Centurylink<br>01-049-000-0000-6250                    |      | 37.23         | LOCAL PHONE                          | 313645966                  | Telephone  |
| 8175       | Centurylink  |      | 37.23         |                                      | 1 Transactions             |  |
| 10185      | Centurylink Communications Inc<br>01-049-000-0000-6250 |      | 0.62          | LD Phone                             | 320146217                  | Telephone  |
| 10185      | Centurylink Communications Inc                         |      | 0.62          |                                      | 1 Transactions             |  |
| 4233       | S & T Office Products Inc<br>01-049-000-0000-6405      |      | 23.59         | markers and caddy                    | 01PX4174                   | Office Supplies (Non Computer)                   |
| 4233       | S & T Office Products Inc                              |      | 23.59         |                                      | 1 Transactions             |  |
| 6097       | Verizon Wireless<br>01-049-000-0000-6231               |      | 26.02         | monthly Mifi plan                    | 386695110                  | Programming, Services, Contracts                 |
| 6097       | Verizon Wireless                                       |      | 26.02         |                                      | 1 Transactions             |  |
| 49         | DEPT Total:  |      | 147.84        | Information Technologies             | 5 Vendors                  | 5 Transactions                                   |
| 52         | DEPT   |      |               | Administration/Personnel Dept        |                            |  |
| 8175       | Centurylink<br>01-052-000-0000-6250                    |      | 44.58         | LOCAL PHONE                          | 313645966                  | Telephone  |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

1 General Fund

| Vendor No. | Name<br>Account/Formula                                | Rpt<br>Accr | Amount | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name |
|------------|--|-------------|--------|--------------------------------------|----------------------------|--|
| 8175       | Centurylink  |             | 44.58  |                                      | 1 Transactions             |  |
| 10185      | Centurylink Communications Inc<br>01-052-000-0000-6250 |             | 34.31  | LD Phone                             | 320146217                  | Telephone  |
| 10185      | Centurylink Communications Inc                         |             | 34.31  |                                      | 1 Transactions             |  |
| 4641       | Holiday Credit Office<br>01-052-000-0000-6511          |             | 10.92  | Gas-Administration                   | 1400000135194              | Gas And Oil                                      |
| 4641       | Holiday Credit Office                                  |             | 10.92  |                                      | 1 Transactions             |  |
| 6097       | Verizon Wireless<br>01-052-000-0000-6250               |             | 33.03  | cell phone charges                   | 286287802                  | Telephone  |
|            | 01-052-000-0000-6250                                   |             | 26.02  | ipad monthly access charge           | 786663881                  | Telephone  |
| 6097       | Verizon Wireless                                       |             | 59.05  |                                      | 2 Transactions             |  |
| 52         | DEPT Total:  |             | 148.86 | Administration/Personnel Dept        | 4 Vendors                  | 5 Transactions                                   |
| 90         | DEPT   |             |        | Attorney                             |                            |  |
| 86222      | Aitkin Independent Age<br>01-090-000-0000-6230         |             | 207.72 | Assist.Cnty Attorney ad              | 1483                       | Printing, Publishing & Adv                       |
| 86222      | Aitkin Independent Age                                 |             | 207.72 |                                      | 1 Transactions             |  |
| 710        | Brainerd Dispatch<br>01-090-000-0000-6230              |             | 295.00 | Assist.Cnty Attorney ad              | 100526                     | Printing, Publishing & Adv                       |
| 710        | Brainerd Dispatch                                      |             | 295.00 |                                      | 1 Transactions             |  |
| 783        | Canon Financial Services, Inc<br>01-090-000-0000-6405  |             | 364.09 | Contract charges-015                 | 12949282                   | Office & Computer Supplies                       |
| 783        | Canon Financial Services, Inc                          |             | 364.09 |                                      | 1 Transactions             |  |
| 8175       | Centurylink<br>01-090-000-0000-6250                    |             | 67.01  | LOCAL PHONE                          | 313645966                  | Telephone  |
| 8175       | Centurylink  |             | 67.01  |                                      | 1 Transactions             |  |
| 10185      | Centurylink Communications Inc<br>01-090-000-0000-6250 |             | 28.25  | LD Phone                             | 320146217                  | Telephone  |
|            | 01-090-000-0000-6250                                   |             | 1.30   | Toll Free Phone                      | 320295974                  | Telephone  |
| 10185      | Centurylink Communications Inc                         |             | 29.55  |                                      | 2 Transactions             |  |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

1 General Fund

| Vendor No. | Name<br>Account/Formula                                   | Rpt<br>Accr | Amount   | Warrant Description<br>Service Dates              | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name |
|------------|---|-------------|----------|---|----------------------------|--|
| 10855      | Culligan<br>01-090-000-0000-6213                          |             | 52.80    | monthly water supply                              | 150XOO647701               | Drug & Forfeiture Ms387.213                      |
| 10855      | Culligan  |             | 52.80    | 1 Transactions                                    |                            |  |
| 88880      | Datacomm Computers & Networks Inc<br>01-090-000-0000-6625 |             | 945.85   | computer for Nick Wanka                           | 6884                       | Office Equipment                                 |
|            | 01-090-000-0000-6625                                      |             | 945.84   | computer for Jess Brown                           | 6884                       | Office Equipment                                 |
| 88880      | Datacomm Computers & Networks Inc                         |             | 1,891.69 | 2 Transactions                                    |                            |  |
| 3017       | Mariposa Publishing<br>01-090-000-0000-6406               |             | 16.24    | 2013 Revision to Handbook                         | 700869                     | Law Publ. & Subscriptions                        |
| 3017       | Mariposa Publishing                                       |             | 16.24    | 1 Transactions                                    |                            |  |
| 4036       | Ratz/James<br>01-090-000-0000-6333                        |             | 61.02    | mileage-GR Court 7/29/13                          | 108@.565                   | Crt.Related Travel Expenses                      |
|            | 01-090-000-0000-6333                                      |             | 33.90    | mileage-Brd Court 7/23/13                         | 60@.565                    | Crt.Related Travel Expenses                      |
| 4036       | Ratz/James  |             | 94.92    | 2 Transactions                                    |                            |  |
| 86235      | The Office Shop Inc<br>01-090-000-0000-6405               |             | 29.90    | 2 Mousepad Gel Cloths                             | 942129-1                   | Office & Computer Supplies                       |
|            | 01-090-000-0000-6405                                      |             | 32.92    | wrist rest  | 942129-2                   | Office & Computer Supplies                       |
|            | 01-090-000-0000-6625                                      |             | 319.56   | Leather chair                                     | 942151-0                   | Office Equipment                                 |
|            | 01-090-000-0000-6625                                      |             | 266.12   | Executive chair                                   | 942151-0                   | Office Equipment                                 |
|            | 01-090-000-0000-6405                                      |             | 64.11    | chairmat  | 942452-0                   | Office & Computer Supplies                       |
|            | 01-090-000-0000-6405                                      |             | 8.79     | 2 Staple Removers                                 | 942466-0                   | Office & Computer Supplies                       |
| 86235      | The Office Shop Inc                                       |             | 721.40   | 6 Transactions                                    |                            |  |
| 11116      | Trapp/Rebecca<br>01-090-000-0000-6333                     |             | 299.45   | mileage-State vs Wise                             | 530@.565                   | Crt.Related Travel Expenses                      |
| 11116      | Trapp/Rebecca   |             | 299.45   | 1 Transactions                                    |                            |  |
| 5173       | West Payment Center<br>01-090-000-0000-6406               |             | 1,014.90 | July Information Charges<br>07/01/2013 07/31/2013 | 827714619                  | Law Publ. & Subscriptions                        |
| 5173       | West Payment Center                                       |             | 1,014.90 | 1 Transactions                                    |                            |  |
| 90         | DEPT Total:   |             | 5,054.77 | Attorney  | 12 Vendors                 | 20 Transactions                                  |

100 DEPT

Recorder

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| Vendor No. | Name<br>Account/Formula                                     | Rpt<br>Accr | Amount | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name |
|------------|---|-------------|--------|--------------------------------------|----------------------------|--|
| 8175       | Centurylink<br>01-100-000-0000-6250                         |             | 22.34  | LOCAL PHONE                          | 313645966                  | Telephone  |
| 8175       | Centurylink   |             | 22.34  | 1 Transactions                       |                            |  |
| 10185      | Centurylink Communications Inc<br>01-100-000-0000-6250      |             | 17.70  | LD Phone                             | 320146217                  | Telephone  |
| 10185      | Centurylink Communications Inc                              |             | 17.70  | 1 Transactions                       |                            |  |
| 100        | DEPT Total:   |             | 40.04  | Recorder                             | 2 Vendors                  | 2 Transactions                                   |
| 110        | DEPT  |             |        | Courthouse Maintenance               |                            |  |
| 8239       | Ameripride Linen & Apparel Services<br>01-110-000-0000-6422 |             | 46.57  | tissue,towels,soap,mop,tool          | 2200409420                 | Janitorial Supplies                              |
|            | 01-110-000-0000-6422  |             | 46.57  | tissue,towels,soap,mop,tool          | 2200414290                 | Janitorial Supplies                              |
| 8239       | Ameripride Linen & Apparel Services                         |             | 93.14  | 2 Transactions                       |                            |  |
| 12106      | Antoine Electric<br>01-110-000-0000-6231                    |             | 69.98  | replace ballast vets office          | 13303                      | Services, Labor, Contracts                       |
|            | 01-110-000-0000-6231  |             | 161.36 | repair blower motor in HR            | 13305                      | Services, Labor, Contracts                       |
| 12106      | Antoine Electric  |             | 231.34 | 2 Transactions                       |                            |  |
| 10083      | Cedarbrook Lumber Comp<br>01-110-000-0000-6590              |             | 59.76  | Crack filler, Caulk                  | 55331                      | Repair & Maintenance                             |
| 10083      | Cedarbrook Lumber Comp                                      |             | 59.76  | 1 Transactions                       |                            |  |
| 8175       | Centurylink<br>01-110-000-0000-6250                         |             | 14.89  | LOCAL PHONE                          | 313645966                  | Phone  |
| 8175       | Centurylink   |             | 14.89  | 1 Transactions                       |                            |  |
| 10185      | Centurylink Communications Inc<br>01-110-000-0000-6250      |             | 4.50   | LD Phone                             | 320146217                  | Phone  |
| 10185      | Centurylink Communications Inc                              |             | 4.50   | 1 Transactions                       |                            |  |
| 89399      | DCI Industries Of Gainesville Inc<br>01-110-000-0000-6422   |             | 91.20  | CS 24 Pan Clean SACT                 | 40936                      | Janitorial Supplies                              |
| 89399      | DCI Industries Of Gainesville Inc                           |             | 91.20  | 1 Transactions                       |                            |  |
| 1570       | Erickson Oil Products Inc<br>01-110-000-0000-6511           |             | 78.47  | July Fuel                            | 20559                      | Gas And Oil                                      |



# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| Vendor No. | Name<br>Account/Formula                                    | Rpt<br>Accr | Amount | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name |
|------------|--|-------------|--------|--------------------------------------|----------------------------|--|
| 1570       | Erickson Oil Products Inc                                  |             | 78.47  |                                      | 1 Transactions             |  |
| 1598       | Ferraras Htg Air Cond & Refrig Inc<br>01-110-000-0000-6590 |             | 442.50 | Refrigerant for Chiller              | 6627                       | Repair & Maintenance                             |
| 1598       | Ferraras Htg Air Cond & Refrig Inc                         |             | 442.50 |                                      | 1 Transactions             |  |
| 1754       | Garrison Disposal Company, Inc<br>01-110-000-0000-6255     |             | 503.93 | Waste Removal                        | 8168960                    | Garbage  |
| 1754       | Garrison Disposal Company, Inc                             |             | 503.93 |                                      | 1 Transactions             |  |
| 1880       | Gravelle Plumbing & Heating, Inc<br>01-110-000-0000-6590   |             | 131.66 | Fix drinking fountain                | 64696                      | Repair & Maintenance                             |
| 1880       | Gravelle Plumbing & Heating, Inc                           |             | 131.66 |                                      | 1 Transactions             |  |
| 89765      | Minnesota Elevator, Inc<br>01-110-000-0000-6231            |             | 151.76 | August Service                       | 285117                     | Services, Labor, Contracts                       |
| 89765      | Minnesota Elevator, Inc                                    |             | 151.76 |                                      | 1 Transactions             |  |
| 10948      | MN Dept of Labor & Industry<br>01-110-000-0000-6271        |             | 100.00 | Annual Elevator permit 793           | 00305751                   | Inspection Fees                                  |
| 10948      | MN Dept of Labor & Industry                                |             | 100.00 |                                      | 1 Transactions             |  |
| 6150       | Mpi Inc<br>01-110-000-0000-6231                            |             | 447.42 | Pipe Covering and Labor              | 4319                       | Services, Labor, Contracts                       |
| 6150       | Mpi Inc  |             | 447.42 |                                      | 1 Transactions             |  |
| 1652       | Northland Fire Protection<br>01-110-000-0000-6231          |             | 569.63 | extinguishers re-certs,service       | 094731                     | Services, Labor, Contracts                       |
| 1652       | Northland Fire Protection                                  |             | 569.63 |                                      | 1 Transactions             |  |
| 4010       | Rasley Oil Company<br>01-110-000-0000-6511                 |             | 52.43  | Fuel                                 | AITCOCHOS                  | Gas And Oil                                      |
| 4010       | Rasley Oil Company   |             | 52.43  |                                      | 1 Transactions             |  |
| 10878      | Sew Much & More<br>01-110-000-0000-6231                    |             | 10.23  | UPS Grainger return item             | 331215                     | Services, Labor, Contracts                       |
| 10878      | Sew Much & More  |             | 10.23  |                                      | 1 Transactions             |  |
| 4425       | Shirts Plus  |             |        |                                      |                            |  |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

1 General Fund

| Vendor No. | Name<br>Account/Formula        | Rpt<br>Accr | Amount   | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name |
|------------|--------------------------------|-------------|----------|--------------------------------------|----------------------------|--|
|            | 01-110-000-0000-6422           |             | 30.78    | 12x12 sign, employees only           | 60388                      | Janitorial Supplies                              |
|            | 01-110-000-0000-6422           |             | 9.62     | name plate public defender           | 60433                      | Janitorial Supplies                              |
| 4425       | Shirts Plus                    |             | 40.40    | 2 Transactions                       |                            |  |
| 6128       | Tire Barn                      |             |          |                                      |                            |  |
|            | 01-110-000-0000-6590           |             | 445.57   | 4 new tires for maintenance tr       | 25014                      | Repair & Maintenance                             |
| 6128       | Tire Barn                      |             | 445.57   | 1 Transactions                       |                            |  |
| 6097       | Verizon Wireless               |             |          |                                      |                            |  |
|            | 01-110-000-0000-6250           |             | 33.05    | cell phone charges                   | 286287802                  | Phone  |
| 6097       | Verizon Wireless               |             | 33.05    | 1 Transactions                       |                            |  |
| 5174       | Voss Lighting                  |             |          |                                      |                            |  |
|            | 01-110-000-0000-6422           |             | 412.97   | light bulbs                          | 15230241-00                | Janitorial Supplies                              |
| 5174       | Voss Lighting                  |             | 412.97   | 1 Transactions                       |                            |  |
| 110        | DEPT Total:                    |             | 3,914.85 | Courthouse Maintenance               | 20 Vendors                 | 23 Transactions                                  |
| 111        | DEPT                           |             |          | Buildings                            |                            |  |
| 657        | Aitkin Glass Service           |             |          |                                      |                            |  |
|            | 01-111-000-0000-6605           |             | 2,975.00 | 3rd floor stairwell frame            | 11880                      | Building & Structures                            |
| 657        | Aitkin Glass Service           |             | 2,975.00 | 1 Transactions                       |                            |  |
| 90742      | R & K Cabinets                 |             |          |                                      |                            |  |
|            | 01-111-000-0000-6605           |             | 1,040.00 | custom countertop installation       | 839164                     | Building & Structures                            |
| 90742      | R & K Cabinets                 |             | 1,040.00 | 1 Transactions                       |                            |  |
| 111        | DEPT Total:                    |             | 4,015.00 | Buildings                            | 2 Vendors                  | 2 Transactions                                   |
| 120        | DEPT                           |             |          | Service Officer                      |                            |  |
| 8175       | Centurylink                    |             |          |                                      |                            |  |
|            | 01-120-000-0000-6250           |             | 7.45     | LOCAL PHONE                          | 313645966                  | Telephone  |
| 8175       | Centurylink                    |             | 7.45     | 1 Transactions                       |                            |  |
| 10185      | Centurylink Communications Inc |             |          |                                      |                            |  |
|            | 01-120-000-0000-6250           |             | 25.15    | LD Phone                             | 320146217                  | Telephone  |
|            | 01-120-000-0000-6250           |             | 4.24     | Toll Free Phone                      | 320295974                  | Telephone  |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

1 General Fund

| Vendor No. | Name<br>Account/Formula                                    | Accr | Rpt<br>Amount | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name |
|------------|--|------|---------------|--------------------------------------|----------------------------|--|
| 10185      | Centurylink Communications Inc                             |      | 29.39         |                                      | 2 Transactions             |  |
| 4641       | Holiday Credit Office<br>01-120-000-0000-6511              |      | 586.32        | July Vet Van gas                     | 1400000136034              | Gas And Oil                                      |
| 4641       | Holiday Credit Office                                      |      | 586.32        |                                      | 1 Transactions             |  |
| 10567      | Lake Country Auto Center Of Aitkin<br>01-120-000-0000-6302 |      | 36.99         | oil change vet van                   | 15056                      | Car Maintenance                                  |
| 10567      | Lake Country Auto Center Of Aitkin                         |      | 36.99         |                                      | 1 Transactions             |  |
| 86235      | The Office Shop Inc<br>01-120-000-0000-6405                |      | 132.51        | Laser Toner                          | 942241-0                   | Office & Computer Supplies                       |
| 86235      | The Office Shop Inc  |      | 132.51        |                                      | 1 Transactions             |  |
| 120        | DEPT Total:  |      | 792.66        | Service Officer                      | 5 Vendors                  | 6 Transactions                                   |
| 122        | DEPT   |      |               | Planning & Zoning                    |                            |  |
| 86222      | Aitkin Independent Age<br>01-122-000-0000-6230             |      | 193.88        | BOA hrg notice 08/07/13              | 1482                       | Printing, Publishing & Adv                       |
|            | 01-122-000-0000-6230                                       |      | 45.38         | PC hrg notice 08/19/13               | 1482                       | Printing, Publishing & Adv                       |
| 86222      | Aitkin Independent Age                                     |      | 239.26        |                                      | 2 Transactions             |  |
| 734        | Bright/Irene<br>01-122-038-0000-6330                       |      | 106.73        | Onsites mileage                      | 188.9@.565                 | Boa/Pc Mileage                                   |
|            | 01-122-038-0000-6330                                       |      | 16.39         | BOA mileage 8/7/13                   | 29@.565                    | Boa/Pc Mileage                                   |
|            | 01-122-000-0000-6350                                       |      | 35.00         | BOA meeting                          | 8/7/13                     | Per Diem   |
|            | 01-122-000-0000-6350                                       |      | 70.00         | (7) Onsites                          | 8/7/13                     | Per Diem   |
| 734        | Bright/Irene   |      | 228.12        |                                      | 4 Transactions             |  |
| 8175       | Centurylink<br>01-122-000-0000-6250                        |      | 52.12         | LOCAL PHONE                          | 313645966                  | Telephone  |
| 8175       | Centurylink  |      | 52.12         |                                      | 1 Transactions             |  |
| 10185      | Centurylink Communications Inc<br>01-122-000-0000-6250     |      | 46.26         | LD Phone                             | 320146217                  | Telephone  |
| 10185      | Centurylink Communications Inc                             |      | 46.26         |                                      | 1 Transactions             |  |
| 799        | Fuhrer/Joseph<br>01-122-000-0000-6231                      |      | 3,000.00      | Contract Inspections                 | 10@300                     | Services, Labor, Contracts, Programming          |

# 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                           | On Behalf of Name           |
|   |      |                     | Paid On Bhf #                           |                             |
| 799 Fuhrer/Joseph                                       |      | 3,000.00            | 08/12/2013 08/23/2013<br>1 Transactions |                             |
| 4641 Holiday Credit Office<br>01-122-000-0000-6511      |      | 129.93              | July fuel                               | 1400000135321 Gas And Oil   |
| 4641 Holiday Credit Office                              |      | 129.93              | 1 Transactions                          |                             |
| 5784 Lake/Robert<br>01-122-038-0000-6330                |      | 103.40              | BOA/Onsites mileage                     | 183@.565 Boa/Pc Mileage     |
| 01-122-000-0000-6350                                    |      | 80.00               | Onsites                                 | 8/1/13 Per Diem             |
| 01-122-000-0000-6350                                    |      | 35.00               | BOA meeting                             | 8/7/13 Per Diem             |
| 5784 Lake/Robert  |      | 218.40              | 3 Transactions                          |                             |
| 2880 Long Lake Conservation Ctr<br>01-122-000-0000-6208 |      | 12.00               | Safety Trng/First Aid Cards             | 5147 Training/Education     |
| 2880 Long Lake Conservation Ctr                         |      | 12.00               | 1 Transactions                          |                             |
| 5516 Paquette/Jeremy M<br>01-122-000-0000-6350          |      | 60.00               | Onsites                                 | Per Diem                    |
| 01-122-038-0000-6330                                    |      | 120.91              | BOA/Onsites Mileage                     | 214@.565 Boa/Pc Mileage     |
| 01-122-000-0000-6350                                    |      | 35.00               | BOA Meeting                             | 8/7/13 Per Diem             |
| 5516 Paquette/Jeremy M                                  |      | 215.91              | 3 Transactions                          |                             |
| 10028 Spiel/Edward<br>01-122-000-0000-6350              |      | 80.00               | Onsites                                 | Per Diem                    |
| 01-122-038-0000-6330                                    |      | 136.39              | BOA/Onsite mileage                      | 241.4@.565 Boa/Pc Mileage   |
| 01-122-000-0000-6350                                    |      | 35.00               | BOA Meeting                             | 8/7/13 Per Diem             |
| 10028 Spiel/Edward                                      |      | 251.39              | 3 Transactions                          |                             |
| 10017 Tveit/Galen<br>01-122-000-0000-6350               |      | 70.00               | Onsites                                 | Per Diem                    |
| 01-122-038-0000-6330                                    |      | 180.24              | BOA/Onsites Mileage                     | 319@.565 Boa/Pc Mileage     |
| 01-122-000-0000-6350                                    |      | 35.00               | BOA Meeting                             | 8/7/13 Per Diem             |
| 10017 Tveit/Galen                                       |      | 285.24              | 3 Transactions                          |                             |
| 122 DEPT Total:   |      | 4,678.63            | Planning & Zoning                       | 11 Vendors 23 Transactions  |
| 200 DEPT  |      |                     | Enforcement                             |                             |
| 12748 Anderson/Earl                                     |      |                     |   |                             |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| Vendor No. | Name<br>Account/Formula  | Rpt<br>Accr | Amount | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name |
|------------|--|-------------|--------|--------------------------------------|----------------------------|--|
| 12748      | Anderson/Earl<br>01-200-000-0000-6231                          |             | 207.18 | 4 neighborhood watch signs           | 0102675                    | Services & Labor (Incl Contracts)                |
|            |  |             | 207.18 | 1 Transactions                       |                            |  |
| 612        | BCA CJTE<br>01-200-003-0000-6241                               |             | 95.00  | Advanced 911 calls-Lenk              | 1720                       | Registration Fee                                 |
|            | 01-200-003-0000-6241   |             | 95.00  | Advanced 911 calls-S.Cook            | 1720                       | Registration Fee                                 |
| 612        | BCA CJTE   |             | 190.00 | 2 Transactions                       |                            |  |
| 8175       | Centurylink<br>01-200-000-0000-6250                            |             | 193.57 | LOCAL PHONE                          | 313645966                  | Telephone  |
|            | 01-200-000-0000-6250   |             | 59.56  | LOCAL PHONE-PROBATION                | 313645966                  | Telephone  |
| 8175       | Centurylink  |             | 253.13 | 2 Transactions                       |                            |  |
| 10185      | Centurylink Communications Inc<br>01-200-000-0000-6250         |             | 45.95  | LD Phone-PROBATION                   | 320146217                  | Telephone  |
|            | 01-200-000-0000-6250   |             | 77.46  | LD Phone                             | 320146217                  | Telephone  |
|            | 01-200-000-0000-6250   |             | 12.72  | Toll Free Phone                      | 320295974                  | Telephone  |
| 10185      | Centurylink Communications Inc                                 |             | 136.13 | 3 Transactions                       |                            |  |
| 3263       | K&M Signs Inc.<br>01-200-000-0000-6231                         |             | 770.00 | lettering & graphics #210            | 9683                       | Services & Labor (Incl Contracts)                |
|            | 01-200-000-0000-6231   |             | 60.00  | wash & wax squads                    | 9683                       | Services & Labor (Incl Contracts)                |
| 3263       | K&M Signs Inc.   |             | 830.00 | 2 Transactions                       |                            |  |
| 10567      | Lake Country Auto Center Of Aitkin<br>01-200-000-0000-6302     |             | 51.99  | Oil change # 207                     | 14969                      | Car Maintenance                                  |
|            | 01-200-000-0000-6302   |             | 36.99  | Oil change # 201                     | 15037                      | Car Maintenance                                  |
| 10567      | Lake Country Auto Center Of Aitkin                             |             | 88.98  | 2 Transactions                       |                            |  |
| 3160       | Mille Lacs Energy Coop-Albert Lea<br>01-200-000-0000-6254      |             | 40.80  | Fleming Tower                        | 27-13-003-02               | Utilities  |
|            | 01-200-000-0000-6254   |             | 34.52  | Seavey Tower                         | 55-21-002-01               | Utilities  |
| 3160       | Mille Lacs Energy Coop-Albert Lea                              |             | 75.32  | 2 Transactions                       |                            |  |
| 3337       | Minnesota County Attorneys Association<br>01-200-000-0000-6405 |             | 109.03 | code books/CD                        | 18151130                   | Office Supplies                                  |
| 3337       | Minnesota County Attorneys Association                         |             | 109.03 | 1 Transactions                       |                            |  |
| 6150       | Mpi Inc  |             |        |                                      |                            |  |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| Vendor No. | Name<br>Account/Formula                                     | Rpt<br>Accr | Amount           | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name |
|------------|---|-------------|------------------|--------------------------------------|----------------------------|--|
| 6150       | Mpi Inc<br>01-200-000-0000-6231                             |             | 496.33<br>496.33 | pipe covering, etc.                  | 4319                       | Services & Labor (Incl Contracts)                |
| 1652       | Northland Fire Protection<br>01-200-000-0000-6231           |             | 322.37           | fire extinguisher tests-Deputi       | 94729                      | Services & Labor (Incl Contracts)                |
| 1652       | Northland Fire Protection                                   |             | 322.37           | 1 Transactions                       |                            |  |
| 4010       | Rasley Oil Company<br>01-200-000-0000-6511                  |             | 197.90           | July gas                             | AITCOSHES                  | Gas And Oil                                      |
| 4010       | Rasley Oil Company  |             | 197.90           | 1 Transactions                       |                            |  |
| 12110      | Revelin, LLC<br>01-200-000-0000-6314                        |             | 69.47            | FIX LIGHTBAR #212                    | 52                         | Radio Maint                                      |
|            | 01-200-000-0000-6314  |             | 213.75           | gun lock time, trace fuses#209       | 53                         | Radio Maint                                      |
| 12110      | Revelin, LLC  |             | 283.22           | 2 Transactions                       |                            |  |
| 11936      | TJ Towing<br>01-200-000-0000-6359                           |             | 340.00           | tow Saturn Vue 13-3185               | 5393                       | Wrecker Service                                  |
| 11936      | TJ Towing   |             | 340.00           | 1 Transactions                       |                            |  |
| 6097       | Verizon Wireless<br>01-200-000-0000-6250                    |             | 260.28           | Squad PC connections                 | 786663881                  | Telephone  |
| 6097       | Verizon Wireless  |             | 260.28           | 1 Transactions                       |                            |  |
| 200        | DEPT Total:   |             | 3,789.87         | Enforcement                          | 14 Vendors                 | 22 Transactions                                  |
| 201        | DEPT  |             |                  | Sheriff Contingency For D & A        |                            |  |
| 12747      | Aitkin County Sobriety Court<br>01-201-000-0000-6212        |             | 2,850.00         | financial assist sobr.court          | per judge                  | Sheriff Contgt Exp Ms387.212                     |
| 12747      | Aitkin County Sobriety Court                                |             | 2,850.00         | 1 Transactions                       |                            |  |
| 88879      | Central Mn Community Corrections-DT<br>01-201-000-0000-6212 |             | 242.00           | electronic monitoring                |                            | Sheriff Contgt Exp Ms387.212                     |
| 88879      | Central Mn Community Corrections-DT                         |             | 242.00           | 1 Transactions                       |                            |  |
| 201        | DEPT Total:   |             | 3,092.00         | Sheriff Contingency For D & A        | 2 Vendors                  | 2 Transactions                                   |
| 202        | DEPT  |             |                  | Boat & Water                         |                            |  |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

1 General Fund

| Vendor No. | Name<br>Account/Formula                                    | Rpt<br>Accr | Amount   | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name |
|------------|--|-------------|----------|--------------------------------------|----------------------------|--|
| 9696       | Machovec<br>01-202-000-0000-6610                           |             | 3,025.50 | survival suit-Ice Commander          | 32872                      | Equipment  |
| 9696       | Machovec   |             | 3,025.50 | 1 Transactions                       |                            |  |
| 4010       | Rasley Oil Company<br>01-202-000-0000-6511                 |             | 960.82   | July gas                             | AITCOSHES                  | Gas And Oil                                      |
| 4010       | Rasley Oil Company   |             | 960.82   | 1 Transactions                       |                            |  |
| 202        | DEPT Total:  |             | 3,986.32 | Boat & Water                         | 2 Vendors                  | 2 Transactions                                   |
| 252        | DEPT   |             |          | Corrections                          |                            |  |
| 12106      | Antoine Electric<br>01-252-000-0000-6590                   |             | 66.97    | replace ballast visiting area        | 13306                      | Repair & Maintenance Supplies                    |
| 12106      | Antoine Electric   |             | 66.97    | 1 Transactions                       |                            |  |
| 8175       | Centurylink<br>01-252-000-0000-6250                        |             | 119.12   | LOCAL PHONE                          | 313645966                  | Telephone  |
| 8175       | Centurylink  |             | 119.12   | 1 Transactions                       |                            |  |
| 10185      | Centurylink Communications Inc<br>01-252-000-0000-6250     |             | 138.94   | LD Phone                             | 320146217                  | Telephone  |
|            | 01-252-000-0000-6250                                       |             | 12.72    | Toll Free Phone                      | 320295974                  | Telephone  |
| 10185      | Centurylink Communications Inc                             |             | 151.66   | 2 Transactions                       |                            |  |
| 88628      | Dalco<br>01-252-000-0000-6422                              |             | 297.64   | jail paper products                  | 2637440                    | Janitorial Supplies                              |
| 88628      | Dalco  |             | 297.64   | 1 Transactions                       |                            |  |
| 1491       | Dutch's Electric, Inc<br>01-252-000-0000-6590              |             | 92.90    | change ballast Jail library          | 21027                      | Repair & Maintenance Supplies                    |
| 1491       | Dutch's Electric, Inc                                      |             | 92.90    | 1 Transactions                       |                            |  |
| 1598       | Ferraras Htg Air Cond & Refrig Inc<br>01-252-000-0000-6231 |             | 105.00   | diagnose kitchen A/C                 | 6628                       | Services & Labor (Incl Contracts)                |
| 1598       | Ferraras Htg Air Cond & Refrig Inc                         |             | 105.00   | 1 Transactions                       |                            |  |
| 2186       | Hillyard Inc - Kansas City<br>01-252-000-0000-6422         |             | 386.34   | janitorial                           | 600796619                  | Janitorial Supplies                              |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| Vendor No. | Name<br>Account/Formula                                    | Rpt<br>Accr | Amount   | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name |
|------------|--|-------------|----------|--------------------------------------|----------------------------|--|
| 2186       | Hillyard Inc - Kansas City                                 |             | 386.34   | 1 Transactions                       |                            |  |
| 10567      | Lake Country Auto Center Of Aitkin<br>01-252-000-0000-6302 |             | 213.51   | Oil change,hub assembly-xport        | 15018                      | Car Maintenance                                  |
| 10567      | Lake Country Auto Center Of Aitkin                         |             | 213.51   | 1 Transactions                       |                            |  |
| 91187      | Lake Country Power<br>01-252-000-0000-6254                 |             | 49.31    | Quadna Tower                         | 1501827050                 | Utilities & Heating                              |
| 91187      | Lake Country Power   |             | 49.31    | 1 Transactions                       |                            |  |
| 1652       | Northland Fire Protection<br>01-252-000-0000-6231          |             | 791.75   | fire extinguisher tests-Jail         | 94730                      | Services & Labor (Incl Contracts)                |
| 1652       | Northland Fire Protection                                  |             | 791.75   | 1 Transactions                       |                            |  |
| 3789       | Pan-O-Gold Baking Company<br>01-252-000-0000-6418          |             | 131.16   | groceries                            | 010024322023               | Groceries  |
|            | 01-252-000-0000-6418                                       |             | 106.14   | groceries                            | 010024322724               | Groceries  |
| 3789       | Pan-O-Gold Baking Company                                  |             | 237.30   | 2 Transactions                       |                            |  |
| 4233       | S & T Office Products Inc<br>01-252-000-0000-6405          |             | 70.13    | Office supplies                      | 01PX7546                   | Office & Computer Supplies                       |
| 4233       | S & T Office Products Inc                                  |             | 70.13    | 1 Transactions                       |                            |  |
| 4761       | Sysco Minnesota Inc<br>01-252-000-0000-6418                |             | 1,444.82 | Groceries                            | 308081052                  | Groceries  |
|            | 01-252-000-0000-6418                                       |             | 1,789.66 | Groceries                            | 308150991                  | Groceries  |
|            | 01-252-000-0000-6420                                       |             | 61.90    | kitchen supply                       | 308151726                  | Kitchen Supplies                                 |
| 4761       | Sysco Minnesota Inc  |             | 3,296.38 | 3 Transactions                       |                            |  |
| 6097       | Verizon Wireless<br>01-252-000-0000-6250                   |             | 26.02    | cell phone-Scollard                  | 786663881                  | Telephone  |
| 6097       | Verizon Wireless   |             | 26.02    | 1 Transactions                       |                            |  |
| 252        | DEPT Total:  |             | 5,904.03 | Corrections                          | 14 Vendors                 | 18 Transactions                                  |
| 253        | DEPT   |             |          | Aitkin Co Community Corrections      |                            |  |
| 8175       | Centurylink<br>01-253-000-0000-6250                        |             | 7.45     | LOCAL PHONE                          | 313645966                  | Telephone  |



# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| Vendor No. | Name<br>Account/Formula                                | Accr | Rpt | Amount | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name |
|------------|--|------|-----|--------|--------------------------------------|----------------------------|--|
| 8175       | Centurylink  |      |     | 7.45   | 1 Transactions                       |                            |  |
| 4010       | Rasley Oil Company<br>01-253-000-0000-6511             |      |     | 480.34 | July gas                             | AITCOSHES                  | Gas And Oil                                      |
| 4010       | Rasley Oil Company                                     |      |     | 480.34 | 1 Transactions                       |                            |  |
| 5551       | Unclaimed Freight North<br>01-253-000-0000-6405        |      |     | 30.88  | safety goggles,mop,brushes           | 8/13/13                    | Operating Supplies                               |
|            | 01-253-000-0000-6405                                   |      |     | 8.18   | paint brushes                        | 8/9/13                     | Operating Supplies                               |
| 5551       | Unclaimed Freight North                                |      |     | 39.06  | 2 Transactions                       |                            |  |
| 253        | DEPT Total:  |      |     | 526.85 | Aitkin Co Community Corrections      | 3 Vendors                  | 4 Transactions                                   |
| 255        | DEPT   |      |     |        | General Crime Victim Grant           |                            |  |
| 8175       | Centurylink<br>01-255-000-0000-6250                    |      |     | 7.45   | LOCAL PHONE                          | 313645966                  | Telephone  |
| 8175       | Centurylink  |      |     | 7.45   | 1 Transactions                       |                            |  |
| 10185      | Centurylink Communications Inc<br>01-255-000-0000-6250 |      |     | 0.47   | LD Phone                             | 320146217                  | Telephone  |
| 10185      | Centurylink Communications Inc                         |      |     | 0.47   | 1 Transactions                       |                            |  |
| 255        | DEPT Total:  |      |     | 7.92   | General Crime Victim Grant           | 2 Vendors                  | 2 Transactions                                   |
| 257        | DEPT   |      |     |        | Sobriety Court                       |                            |  |
| 11997      | Minnesota Monitoring<br>01-257-022-0000-6406           |      |     | 408.00 | Addl May EHM                         | 2607                       | Sobriety Crt Expenses                            |
| 11997      | Minnesota Monitoring                                   |      |     | 408.00 | 1 Transactions                       |                            |  |
| 257        | DEPT Total:  |      |     | 408.00 | Sobriety Court                       | 1 Vendors                  | 1 Transactions                                   |
| 280        | DEPT   |      |     |        | Emergency Management                 |                            |  |
| 8175       | Centurylink<br>01-280-000-0000-6250                    |      |     | 14.89  | LOCAL PHONE                          | 313645966                  | Telephone  |
| 8175       | Centurylink  |      |     | 14.89  | 1 Transactions                       |                            |  |
| 10185      | Centurylink Communications Inc<br>01-280-000-0000-6250 |      |     | 2.21   | Toll Free Phone                      | 320295974                  | Telephone  |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

1 General Fund

| Vendor No. | Name<br>Account/Formula                                    | Rpt<br>Accr | Amount | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name |
|------------|--|-------------|--------|--------------------------------------|----------------------------|--|
| 10185      | Centurylink Communications Inc                             |             | 2.21   |                                      | 1 Transactions             |  |
| 280        | DEPT Total:  |             | 17.10  | Emergency Management                 | 2 Vendors                  | 2 Transactions                                   |
| 390        | DEPT   |             |        | Environmental Health (FBL)           |                            |  |
| 8175       | Centurylink<br>01-390-000-0000-6250                        |             | 14.89  | LOCAL PHONE                          | 313645966                  | Telephone  |
| 8175       | Centurylink  |             | 14.89  |                                      | 1 Transactions             |  |
| 10185      | Centurylink Communications Inc<br>01-390-000-0000-6250     |             | 11.80  | LD Phone                             | 320146217                  | Telephone  |
| 10185      | Centurylink Communications Inc                             |             | 11.80  |                                      | 1 Transactions             |  |
| 4641       | Holiday Credit Office<br>01-390-000-0000-6511              |             | 133.99 | July fuel                            | 1400000135321              | Gas And Oil                                      |
| 4641       | Holiday Credit Office                                      |             | 133.99 |                                      | 1 Transactions             |  |
| 10567      | Lake Country Auto Center Of Aitkin<br>01-390-000-0000-6302 |             | 57.84  | oil/lube 2012 Impala                 | 14915                      | Car Maintenance                                  |
| 10567      | Lake Country Auto Center Of Aitkin                         |             | 57.84  |                                      | 1 Transactions             |  |
| 390        | DEPT Total:  |             | 218.52 | Environmental Health (FBL)           | 4 Vendors                  | 4 Transactions                                   |
| 391        | DEPT   |             |        | Solid Waste                          |                            |  |
| 86222      | Aitkin Independent Age<br>01-391-000-0000-6230             |             | 115.50 | Electr.Waste collection ad           | 1482                       | Printing, Publishing & Adv                       |
| 86222      | Aitkin Independent Age                                     |             | 115.50 |                                      | 1 Transactions             |  |
| 783        | Canon Financial Services, Inc<br>01-391-000-0000-6231      |             | 338.92 | copier contract-017                  | 12993419                   | Services, Labor, & Minor Contracts               |
| 783        | Canon Financial Services, Inc                              |             | 338.92 |                                      | 1 Transactions             |  |
| 8175       | Centurylink<br>01-391-000-0000-6250                        |             | 7.45   | LOCAL PHONE                          | 313645966                  | Telephone  |
| 8175       | Centurylink  |             | 7.45   |                                      | 1 Transactions             |  |
| 10185      | Centurylink Communications Inc<br>01-391-000-0000-6250     |             | 10.56  | LD Phone                             | 320146217                  | Telephone  |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| Vendor No. | Name<br>Account/Formula                                       | Rpt<br>Accr | Amount   | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name |
|------------|---|-------------|----------|--------------------------------------|----------------------------|--|
| 10185      | Centurylink Communications Inc                                |             | 10.56    |                                      | 1 Transactions             |  |
| 1754       | Garrison Disposal Company, Inc<br>01-391-060-0000-6360        |             | 5,168.41 | July recycling                       |                            | Recycling Contract                               |
| 1754       | Garrison Disposal Company, Inc                                |             | 5,168.41 |                                      | 1 Transactions             |  |
| 2763       | J & H Transfer Station-Lakes Sanitary<br>01-391-060-0000-6360 |             | 279.00   | July recycling                       | plastic                    | Recycling Contract                               |
| 2763       | J & H Transfer Station-Lakes Sanitary                         |             | 279.00   |                                      | 1 Transactions             |  |
| 6097       | Verizon Wireless<br>01-391-000-0000-6250                      |             | 51.38    | Monthly Cell Charge                  | 286252299                  | Telephone  |
| 6097       | Verizon Wireless  |             | 51.38    |                                      | 1 Transactions             |  |
| 391        | DEPT Total:   |             | 5,971.22 | Solid Waste                          | 7 Vendors                  | 7 Transactions                                   |
| 392        | DEPT  |             |          | Water Wells                          |                            |  |
| 86222      | Aitkin Independent Age<br>01-392-000-0000-6230                |             | 132.86   | Well water test/BH ad                | 1482                       | Printing, Publishing & Adv                       |
| 86222      | Aitkin Independent Age  |             | 132.86   |                                      | 1 Transactions             |  |
| 392        | DEPT Total:   |             | 132.86   | Water Wells                          | 1 Vendors                  | 1 Transactions                                   |
| 500        | DEPT  |             |          | Library And Historical Society       |                            |  |
| 11040      | Raisanen/James E<br>01-500-500-0000-6350                      |             | 35.00    | ECRL meeting                         | 07/08/13                   | Library Per Diem                                 |
|            | 01-500-500-0000-6350  |             | 35.00    | ECRL meeting                         | 7/17/13                    | Library Per Diem                                 |
|            | 01-500-500-0000-6350  |             | 35.00    | ECRL meeting                         | 8/12/13                    | Library Per Diem                                 |
| 11040      | Raisanen/James E  |             | 105.00   |                                      | 3 Transactions             |  |
| 500        | DEPT Total:   |             | 105.00   | Library And Historical Society       | 1 Vendors                  | 3 Transactions                                   |
| 600        | DEPT  |             |          | Ag Society, Soil & Water, Ag Inspect |                            |  |
| 91345      | Elvecrog/Roberta C<br>01-600-552-0000-6350                    |             | 35.00    | SRW Meeting                          | 7/22/13                    | SRW Per Diem                                     |
| 91345      | Elvecrog/Roberta C  |             | 35.00    |                                      | 1 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 |
|------------|--|----------|-----------|--------------------------------------|-------------------------|---|
| 600        | DEPT Total:  |          | 35.00     | Ag Society, Soil & Water, Ag Inspect | 1 Vendors               | 1 Transactions                                |
| 601        | DEPT   |          |           | Extension                            |                         |   |
| 8175       | Centurylink<br>01-601-000-0000-6250                    |          | 14.89     | LOCAL PHONE                          | 313645966               | Telephone                                     |
| 8175       | Centurylink  |          | 14.89     |                                      | 1 Transactions          |   |
| 10185      | Centurylink Communications Inc<br>01-601-000-0000-6250 |          | 3.57      | LD PHONE                             | 320146217               | Telephone                                     |
| 10185      | Centurylink Communications Inc                         |          | 3.57      |                                      | 1 Transactions          |   |
| 601        | DEPT Total:  |          | 18.46     | Extension                            | 2 Vendors               | 2 Transactions                                |
| 700        | DEPT   |          |           | Promotion,AEOA Tran,Airport,RC&D,Tot |                         |   |
| 1010       | City Of Aitkin<br>01-700-903-0000-6800                 |          | 10,000.00 | Aitkin Airport Contribution          | 8/24/13 board           | Aitkin Airport Appropriation                  |
|            | 01-700-909-0000-6801                                   |          | 640.00    | Grant #150-Amazing Race              | Board 5/14/13           | Appropriations-Grant                          |
| 1010       | City Of Aitkin   |          | 10,640.00 |                                      | 2 Transactions          |   |
| 700        | DEPT Total:  |          | 10,640.00 | Promotion,AEOA Tran,Airport,RC&D,T   | 1 Vendors               | 2 Transactions                                |
| 711        | DEPT   |          |           | Economic Development                 |                         |   |
| 8175       | Centurylink<br>01-711-000-0000-6250                    |          | 7.45      | LOCAL PHONE                          | 313645966               | Telephone                                     |
| 8175       | Centurylink  |          | 7.45      |                                      | 1 Transactions          |   |
| 10185      | Centurylink Communications Inc<br>01-711-000-0000-6250 |          | 0.16      | LD Phone                             | 320146217               | Telephone                                     |
| 10185      | Centurylink Communications Inc                         |          | 0.16      |                                      | 1 Transactions          |   |
| 4641       | Holiday Credit Office<br>01-711-000-0000-6511          |          | 18.92     | July gas                             | 1400000135895           | Gas And Oil                                   |
| 4641       | Holiday Credit Office                                  |          | 18.92     |                                      | 1 Transactions          |   |
| 711        | DEPT Total:  |          | 26.53     | Economic Development                 | 3 Vendors               | 3 Transactions                                |
| 1          | Fund Total:  |          | 81,424.02 | General Fund                         |                         | 216 Transactions                              |

DKB1  
8/26/13 9:17AM  
3 Road & Bridge

# 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 |
|------------|---|----------|--------|-----------------------------------|-------------------------|---|
| 301        | DEPT  |          |        | R&B Administration                |                         |   |
| 783        | Canon Financial Services, Inc<br>03-301-000-0000-6300       |          | 226.85 | CONTRACT CHARGE 081913            | 12993423                | Service Contracts                             |
| 783        | Canon Financial Services, Inc                               |          | 226.85 | 1 Transactions                    |                         |   |
| 8175       | Centurylink<br>03-301-000-0000-6250                         |          | 31.36  | FAX - HWY OFFICE 081913           |                         | Telephone                                     |
| 8175       | Centurylink   |          | 31.36  | 1 Transactions                    |                         |   |
| 11411      | Charter Business<br>03-301-000-0000-6250                    |          | 149.87 | PHONE - HWY OFFICE 081313         |                         | Telephone                                     |
| 11411      | Charter Business  |          | 149.87 | 1 Transactions                    |                         |   |
| 10431      | Verizon Business<br>03-301-000-0000-6250                    |          | 36.68  | HWY OFFICE 080813                 | 4227948181307           | Telephone                                     |
| 10431      | Verizon Business  |          | 36.68  | 1 Transactions                    |                         |   |
| 6097       | Verizon Wireless<br>03-301-000-0000-6250                    |          | 244.01 | CELLS 080913                      | 9709174759              | Telephone                                     |
| 6097       | Verizon Wireless  |          | 244.01 | 1 Transactions                    |                         |   |
| 301        | DEPT Total:   |          | 688.77 | R&B Administration                | 5 Vendors               | 5 Transactions                                |
| 302        | DEPT  |          |        | R&B Engineering/Construction      |                         |   |
| 9193       | Hayes Instrument Co Inc<br>03-302-000-0000-6449             |          | 85.02  | TAPE 080913                       | 656170                  | Rd/Br Engr. Supplies                          |
| 9193       | Hayes Instrument Co Inc                                     |          | 85.02  | 1 Transactions                    |                         |   |
| 8525       | Mn Dept Of Transportation<br>03-302-000-0000-6449           |          | 169.40 | SPEC BOOKS 082013                 |                         | Rd/Br Engr. Supplies                          |
| 8525       | Mn Dept Of Transportation                                   |          | 169.40 | 1 Transactions                    |                         |   |
| 302        | DEPT Total:   |          | 254.42 | R&B Engineering/Construction      | 2 Vendors               | 2 Transactions                                |
| 303        | DEPT  |          |        | R&B Highway Maintenance           |                         |   |
| 8239       | Ameripride Linen & Apparel Services<br>03-303-000-0000-6523 |          | 44.84  | SHOP LAUNDRY 080613               | 2200409438              | Misc Bldg & Shop Supplies                     |
|            | 03-303-000-0000-6523  |          | 33.49  | SHOP LAUNDRY 080613               | 2200411859              | Misc Bldg & Shop Supplies                     |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| Vendor No. | Name<br>Account/Formula                                | Accr | Rpt | Amount    | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name |
|------------|--|------|-----|-----------|--------------------------------------|----------------------------|--|
| 8239       | Ameripride Linen & Apparel Services                    |      |     | 78.33     |                                      | 2 Transactions             |  |
| 86467      | Auto Value Aitkin<br>03-303-000-0000-6590              |      |     | 13.82     | FILTERS<br>080213                    | 40030082                   | Repair & Maintenance Supplies                    |
| 86467      | Auto Value Aitkin                                      |      |     | 13.82     |                                      | 1 Transactions             |  |
| 8500       | Diamond Mowers, Inc<br>03-303-000-0000-6590            |      |     | 400.17    | CYLINDER<br>080913                   | 79280                      | Repair & Maintenance Supplies                    |
| 8500       | Diamond Mowers, Inc                                    |      |     | 400.17    |                                      | 1 Transactions             |  |
| 7920       | Dixon Mechanical Electric, LLP<br>03-303-000-0000-6590 |      |     | 161.07    | ALTERNATOR<br>062713                 | 14487                      | Repair & Maintenance Supplies                    |
|            | 03-303-000-0000-6590                                   |      |     | 65.00     | LABOR<br>062713                      | 14487                      | Repair & Maintenance Supplies                    |
|            | 03-303-000-0000-6590                                   |      |     | 167.18    | REGULATOR<br>062713                  | 14487                      | Repair & Maintenance Supplies                    |
| 7920       | Dixon Mechanical Electric, LLP                         |      |     | 393.25    |                                      | 3 Transactions             |  |
| 11838      | DLL Excavating, Inc.<br>03-303-000-0000-6519           |      |     | 75,988.13 | CLASS 6 - GLEN TOWNSHIP<br>080613    | 2219                       | Gravel & Royalties                               |
| 11838      | DLL Excavating, Inc.                                   |      |     | 75,988.13 |                                      | 1 Transactions             |  |
| 9368       | Firstlab<br>03-303-000-0000-6296                       |      |     | 79.90     | RANDOM<br>081313                     | 679989                     | Meeting Expense/Physicals                        |
| 9368       | Firstlab   |      |     | 79.90     |                                      | 1 Transactions             |  |
| 12730      | Franzen/Richard<br>03-303-000-0000-6820                |      |     | 500.00    | APPROACH REFUND<br>082013            |                            | Approach & Misc Refunds                          |
| 12730      | Franzen/Richard  |      |     | 500.00    |                                      | 1 Transactions             |  |
| 8622       | Frontier<br>03-303-000-0000-6250                       |      |     | 78.65     | JACOBSON<br>080813                   | 2187526591                 | Telephone  |
|            | 03-303-000-0000-6250                                   |      |     | 77.79     | PALISADE<br>080813                   | 2188452607                 | Telephone  |
|            | 03-303-000-0000-6250                                   |      |     | 77.79     | MCGRATH<br>080813                    | 3205923580                 | Telephone  |
| 8622       | Frontier   |      |     | 234.23    |                                      | 3 Transactions             |  |
| 7930       | Lacal Equipment, Inc<br>03-303-000-0000-6590           |      |     | 2,371.60  | MOWER BLADES<br>081513               | 178490                     | Repair & Maintenance Supplies                    |
| 7930       | Lacal Equipment, Inc                                   |      |     | 2,371.60  |                                      | 1 Transactions             |  |
| 91187      | Lake Country Power                                     |      |     |           |                                      |                            |  |

# 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                | On Behalf of Name                     |
|        |  |      |                     | Paid On Bhf #                |                                       |
|        | 03-303-000-0000-6254                   |      | 64.74               | JACOBSON 080913              | 1400073000 Utilities                  |
|        | 03-303-000-0000-6254                   |      | 112.75              | SWATARA 080913               | 140946401 Utilities                   |
| 91187  | Lake Country Power                     |      | 177.49              |                              | 2 Transactions                        |
| 12626  | Lubrication Technologies, Inc.         |      |                     |                              |                                       |
|        | 03-303-000-0000-6513                   |      | 1,171.88            | HYDRAULIC 081513             | 2249564 Motor Fuel & Lubricants       |
|        | 03-303-000-0000-6513                   |      | 558.12              | MOTOR OIL 081513             | 2249564 Motor Fuel & Lubricants       |
|        | 03-303-000-0000-6513                   |      | 558.12              | TRANSMISSION 081513          | 2249564 Motor Fuel & Lubricants       |
| 12626  | Lubrication Technologies, Inc.         |      | 2,288.12            |                              | 3 Transactions                        |
| 3160   | Mille Lacs Energy Coop-Albert Lea      |      |                     |                              |                                       |
|        | 03-303-000-0000-6254                   |      | 125.02              | POWER - PALISADE 081213      | 185202601 Utilities                   |
|        | 03-303-000-0000-6254                   |      | 47.97               | 169 AND CSAH 3 081213        | 192301001 Utilities                   |
|        | 03-303-000-0000-6254                   |      | 23.94               | GUN LAKE 081213              | 275602903 Utilities                   |
|        | 03-303-000-0000-6254                   |      | 157.48              | POWER - MCGREGOR 081213      | 295300301 Utilities                   |
|        | 03-303-000-0000-6254                   |      | 1,280.32            | POWER - AITKIN 081213        | 335200702 Utilities                   |
|        | 03-303-000-0000-6254                   |      | 55.46               | 169 AND 28 081213            | 396202201 Utilities                   |
|        | 03-303-000-0000-6254                   |      | 52.70               | 47 AND CSAH 2 081213         | 545110401 Utilities                   |
| 3160   | Mille Lacs Energy Coop-Albert Lea      |      | 1,742.89            |                              | 7 Transactions                        |
| 9692   | Minnesota Energy Resources Corporation |      |                     |                              |                                       |
|        | 03-303-000-0000-6297                   |      | 31.37               | NAT GAS - AITKIN SHOP 081213 | 42552174 Shop Fuel                    |
| 9692   | Minnesota Energy Resources Corporation |      | 31.37               |                              | 1 Transactions                        |
| 10825  | Mn Indep Petroleum Serv Inc            |      |                     |                              |                                       |
|        | 03-303-000-0000-6590                   |      | 775.98              | TESTING 081513               | 6432 Repair & Maintenance Supplies    |
| 10825  | Mn Indep Petroleum Serv Inc            |      | 775.98              |                              | 1 Transactions                        |
| 3660   | Northwood Equipment                    |      |                     |                              |                                       |
|        | 03-303-000-0000-6590                   |      | 9.38                | SPRING 080713                | 21032 Repair & Maintenance Supplies   |
|        | 03-303-000-0000-6590                   |      | 513.95              | COMPRESSOR 080713            | 21057 Repair & Maintenance Supplies   |
|        | 03-303-000-0000-6590                   |      | 434.65-             | SPRING 080713                | 21091 Repair & Maintenance Supplies   |
|        | 03-303-000-0000-6590                   |      | 45.18               | PIN 080713                   | 21413 Repair & Maintenance Supplies   |
|        | 03-303-000-0000-6590                   |      | 7.16                | PIN 080713                   | 21414 Repair & Maintenance Supplies   |
| 3660   | Northwood Equipment                    |      | 141.02              |                              | 5 Transactions                        |
| 10720  | Nuss Truck & Equipment                 |      |                     |                              |                                       |
|        | 03-303-000-0000-6590                   |      | 114.56              | GLASS 080213                 | 3111979 Repair & Maintenance Supplies |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| Vendor No. | Name<br>Account/Formula        | Rpt<br>Accr | Amount    | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name |
|------------|--------------------------------|-------------|-----------|--------------------------------------|----------------------------|--|
| 10720      | Nuss Truck & Equipment         |             | 114.56    |                                      | 1 Transactions             |  |
| 3760       | Palisade Cooperative Oil Assoc |             |           |                                      |                            |  |
|            | 03-303-000-0000-6513           |             | 65.66     | GASOLINE 081413                      | 257834                     | Motor Fuel & Lubricants                          |
|            | 03-303-000-0000-6513           |             | 58.91     | GASOLINE 081413                      | 258512                     | Motor Fuel & Lubricants                          |
|            | 03-303-000-0000-6513           |             | 89.00     | GASOLINE 081413                      | 259032                     | Motor Fuel & Lubricants                          |
|            | 03-303-000-0000-6513           |             | 77.00     | GASOLINE 081413                      | 259152                     | Motor Fuel & Lubricants                          |
|            | 03-303-000-0000-6513           |             | 2,881.30  | DIESEL 081413                        | 37718                      | Motor Fuel & Lubricants                          |
| 3760       | Palisade Cooperative Oil Assoc |             | 3,171.87  |                                      | 5 Transactions             |  |
| 4095       | Ritter & Ritter, Inc           |             |           |                                      |                            |  |
|            | 03-303-000-0000-6523           |             | 300.00    | PUMPING 081413                       | 24372                      | Misc Bldg & Shop Supplies                        |
| 4095       | Ritter & Ritter, Inc           |             | 300.00    |                                      | 1 Transactions             |  |
| 4711       | Sunnys Citgo                   |             |           |                                      |                            |  |
|            | 03-303-000-0000-6513           |             | 64.37     | GASOLINE 081513                      | 35039                      | Motor Fuel & Lubricants                          |
|            | 03-303-000-0000-6513           |             | 38.30     | GASOLINE 081513                      | 35040                      | Motor Fuel & Lubricants                          |
|            | 03-303-000-0000-6513           |             | 94.08     | GASOLINE 081513                      | 350400                     | Motor Fuel & Lubricants                          |
|            | 03-303-000-0000-6513           |             | 71.35     | GASOLINE 081513                      | 35041                      | Motor Fuel & Lubricants                          |
|            | 03-303-000-0000-6513           |             | 35.73     | GASOLINE 081513                      | 35042                      | Motor Fuel & Lubricants                          |
|            | 03-303-000-0000-6513           |             | 75.72     | GASOLINE 081513                      | 35043                      | Motor Fuel & Lubricants                          |
|            | 03-303-000-0000-6513           |             | 76.92     | GASOLINE 081513                      | 35045                      | Motor Fuel & Lubricants                          |
| 4711       | Sunnys Citgo                   |             | 456.47    |                                      | 7 Transactions             |  |
| 90805      | Temco                          |             |           |                                      |                            |  |
|            | 03-303-000-0000-6590           |             | 206.00    | MACHINE AXLE 080513                  | 16085                      | Repair & Maintenance Supplies                    |
| 90805      | Temco                          |             | 206.00    |                                      | 1 Transactions             |  |
| 5295       | Ziegler Inc                    |             |           |                                      |                            |  |
|            | 03-303-000-0000-6590           |             | 410.74    | SEAL 080313                          | 190030618                  | Repair & Maintenance Supplies                    |
|            | 03-303-000-0000-6590           |             | 29.12     | ELEMENT 080313                       | 190030691                  | Repair & Maintenance Supplies                    |
|            | 03-303-000-0000-6590           |             | 554.73    | 4' EDGES 080313                      | 190030747                  | Repair & Maintenance Supplies                    |
|            | 03-303-000-0000-6590           |             | 1,453.55  | 8' EDGES 080313                      | 190030805                  | Repair & Maintenance Supplies                    |
| 5295       | Ziegler Inc                    |             | 2,448.14  |                                      | 4 Transactions             |  |
| 303        | DEPT Total:                    |             | 91,913.34 | R&B Highway Maintenance              | 21 Vendors                 | 52 Transactions                                  |
| 307        | DEPT                           |             |           | R&B Capital Infrastructure           |                            |  |
|            | 7876 Aitkin Co Land Dept       |             |           |                                      |                            |  |



# 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           |
| 7876   | Aitkin Co Land Dept         |           | PARCEL 2,3 AND 4           | 081313         | Right Of Way                |
|        |                             | 2,850.00  |                            |                |                             |
|        |                             | 2,850.00  |                            | 1 Transactions |                             |
| 12733  | Stiner/Darold & Carol       |           |                            |                |                             |
|        | 03-307-000-0000-6362        | 905.00    | DAMAGES RIGHT OF WAY       | 082013         | Right Of Way                |
|        | 03-307-000-0000-6362        | 2,120.00  | LAND RIGHT OF WAY          | 082013         | Right Of Way                |
|        |                             |           |                            | PARCEL 38/39   |                             |
|        |                             |           |                            | PARCEL 38/39   |                             |
| 12733  | Stiner/Darold & Carol       | 3,025.00  |                            | 2 Transactions |                             |
| 12731  | Terry/Vernon W              |           |                            |                |                             |
|        | 03-307-000-0000-6362        | 840.00    | DAMAGES RIGHT OF WAY       | 082013         | Right Of Way                |
|        | 03-307-000-0000-6362        | 2,585.00  | LAND RIGHT OF WAY          | 082013         | Right Of Way                |
|        |                             |           |                            | PARCEL 18      |                             |
|        |                             |           |                            | PARCEL 18      |                             |
| 12731  | Terry/Vernon W              | 3,425.00  |                            | 2 Transactions |                             |
| 12743  | Watson/Bert & Karen         |           |                            |                |                             |
|        | 03-307-000-0000-6362        | 1,662.50  | LAND RIGHT OF WAY          | 082013         | Right Of Way                |
|        |                             |           |                            | PARCEL 12/13   |                             |
| 12743  | Watson/Bert & Karen         | 1,662.50  |                            | 1 Transactions |                             |
| 12732  | Watson/Donald & Lois        |           |                            |                |                             |
|        | 03-307-000-0000-6362        | 345.00    | DAMAGES RIGHT OF WAY       | 082013         | Right Of Way                |
|        | 03-307-000-0000-6362        | 1,955.00  | LAND RIGHT OF WAY          | 082013         | Right Of Way                |
|        |                             |           |                            | PARCEL 14/15   |                             |
|        |                             |           |                            | PARCEL 14/15   |                             |
| 12732  | Watson/Donald & Lois        | 2,300.00  |                            | 2 Transactions |                             |
| 12744  | Watson/Kile & Francis       |           |                            |                |                             |
|        | 03-307-000-0000-6362        | 1,662.50  | LAND RIGHT OF WAY          | 082013         | Right Of Way                |
|        |                             |           |                            | PARCEL 12/13   |                             |
| 12744  | Watson/Kile & Francis       | 1,662.50  |                            | 1 Transactions |                             |
| 5128   | Widseth Smith & Nolting Inc |           |                            |                |                             |
|        | 03-307-000-0000-6260        | 402.00    | SERVICES                   | 072313         | Professional Services       |
|        |                             |           |                            | 90648          |                             |
| 5128   | Widseth Smith & Nolting Inc | 402.00    |                            | 1 Transactions |                             |
| 307    | DEPT Total:                 | 15,327.00 | R&B Capital Infrastructure | 7 Vendors      | 10 Transactions             |
| 308    | DEPT                        |           | R&B Equipment & Facilities |                |                             |
| 12136  | Aitkin Rental Center        |           |                            |                |                             |
|        | 03-308-000-0000-6600        | 96.72     | SAW CUTTER                 | 073113         | Capital Outlay-Facilities   |
|        | 03-308-000-0000-6600        | 90.84     | SAW CUTTER                 | 073113         | Capital Outlay-Facilities   |
|        | 03-308-000-0000-6600        | 90.84     | SAW CUTTER                 | 073113         | Capital Outlay-Facilities   |
| 12136  | Aitkin Rental Center        | 278.40    |                            | 3 Transactions |                             |

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# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

3 Road & Bridge

| Vendor | Name  | Rpt  | Warrant Description | Invoice #                  | Account/Formula Description |                           |
|--------|---|------|---------------------|----------------------------|-----------------------------|---------------------------|
| No.    | Account/Formula                             | Accr | Service Dates       | Paid On Bhf #              | On Behalf of Name           |                           |
| 5398   | CDW Government, Inc<br>03-308-000-0000-6600 |      | ERIC MONITOR        | 082113                     | BZ45810                     | Capital Outlay-Facilities |
| 5398   | CDW Government, Inc                         |      |                     | 1 Transactions             |                             |                           |
| 308    | DEPT Total:                                 |      | 526.87              | R&B Equipment & Facilities | 2 Vendors                   | 4 Transactions            |
| 3      | Fund Total:                                 |      | 108,710.40          | Road & Bridge              |                             | 73 Transactions           |

# Aitkin County



| Vendor | Name                           | Rpt    | Warrant Description      | Invoice #     | Account/Formula Description |
|--------|--------------------------------|--------|--------------------------|---------------|-----------------------------|
| No.    | Account/Formula                | Accr   | Service Dates            | Paid On Bhf # | On Behalf of Name           |
|        |                                | Amount |                          |               |                             |
| 400    | DEPT                           |        | Public Health Department |               |                             |
| 8175   | Centurylink                    |        |                          |               |                             |
|        | 05-400-440-0410-6250           | 67.01  | LOCAL PHONE-PH           | 313645966     | Telephone                   |
|        | 05-400-440-0410-6250           | 12.29  | LOCAL PHONE-ACCTING      | 313645966     | Telephone                   |
| 8175   | Centurylink                    | 79.30  |                          |               | 2 Transactions              |
| 10185  | Centurylink Communications Inc |        |                          |               |                             |
|        | 05-400-440-0410-6250           | 1.77   | LD Phone                 | 320146217     | Telephone                   |
|        | 05-400-440-0410-6250           | 3.47   | LD Phone-HHS             | 320146217     | Telephone                   |
|        | 05-400-440-0410-6250           | 29.81  | LD Phone-PH              | 320146217     | Telephone                   |
|        | 05-400-440-0410-6250           | 9.99   | Toll Free Phone          | 320295974     | Telephone                   |
| 10185  | Centurylink Communications Inc | 45.04  |                          |               | 4 Transactions              |
| 400    | DEPT Total:                    | 124.34 | Public Health Department | 2 Vendors     | 6 Transactions              |
| 420    | DEPT                           |        | Income Maintenance       |               |                             |
| 8175   | Centurylink                    |        |                          |               |                             |
|        | 05-420-600-4800-6250           | 74.45  | LOCAL PHONE-IM           | 313645966     | Telephone                   |
|        | 05-420-600-4800-6250           | 31.12  | LOCAL PHONE-ACCTING      | 313645966     | Telephone                   |
|        | 05-420-640-4800-6250           | 52.12  | LOCAL PHONE-CS           | 313645966     | Telephone                   |
| 8175   | Centurylink                    | 157.69 |                          |               | 3 Transactions              |
| 10185  | Centurylink Communications Inc |        |                          |               |                             |
|        | 05-420-600-4800-6250           | 4.48   | LD Phone                 | 320146217     | Telephone                   |
|        | 05-420-600-4800-6250           | 8.79   | LD Phone-HHS             | 320146217     | Telephone                   |
|        | 05-420-600-4800-6250           | 116.89 | LD Phone-IM              | 320146217     | Telephone                   |
|        | 05-420-640-4800-6250           | 38.50  | LD Phone-CS              | 320146217     | Telephone                   |
|        | 05-420-600-4800-6250           | 25.29  | Toll Free Phone          | 320295974     | Telephone                   |
| 10185  | Centurylink Communications Inc | 193.95 |                          |               | 5 Transactions              |
| 420    | DEPT Total:                    | 351.64 | Income Maintenance       | 2 Vendors     | 8 Transactions              |
| 430    | DEPT                           |        | Social Services          |               |                             |
| 8175   | Centurylink                    |        |                          |               |                             |
|        | 05-430-700-4800-6250           | 38.49  | LOCAL PHONE-ACCTING      | 313645966     | Telephone                   |
|        | 05-430-700-4800-6250           | 186.13 | LOCAL PHONE-SS           | 313645966     | Telephone                   |
| 8175   | Centurylink                    | 224.62 |                          |               | 2 Transactions              |

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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           |
|        |                                |      | Amount              |                         |                             |
| 10185  | Centurylink Communications Inc |      |                     |                         |                             |
|        | 05-430-700-4800-6250           |      | 5.55                | LD Phone                | 320146217 Telephone         |
|        | 05-430-700-4800-6250           |      | 10.87               | LD Phone-HHS            | 320146217 Telephone         |
|        | 05-430-700-4800-6250           |      | 192.49              | LD Phone-SS             | 320146217 Telephone         |
|        | 05-430-700-4800-6250           |      | 31.28               | Toll Free Phone         | 320295974 Telephone         |
| 10185  | Centurylink Communications Inc |      | 240.19              | 4 Transactions          |                             |
| 430    | DEPT Total:                    |      | 464.81              | Social Services         | 2 Vendors 6 Transactions    |
| 5      | Fund Total:                    |      | 940.79              | Health & Human Services | 20 Transactions             |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| Vendor No. | Name<br>Account/Formula                                | Rpt<br>Accr | Amount   | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name |
|------------|--|-------------|----------|--------------------------------------|----------------------------|--|
| 900        | DEPT   |             |          | Timber Permit Bonds                  |                            |  |
| 2694       | Kromy/Ted<br>10-900-000-0000-2300                      |             | 1,265.50 | timbr permit bond refund R1468       | 13297                      | Timber Permit Bonds                              |
| 2694       | Kromy/Ted  |             | 1,265.50 | 1 Transactions                       |                            |  |
| 4626       | Peterson/Rodney<br>10-900-000-0000-2300                |             | 410.00   | timbr permit bond refund R1466       | 12852                      | Timber Permit Bonds                              |
| 4626       | Peterson/Rodney  |             | 410.00   | 1 Transactions                       |                            |  |
| 900        | DEPT Total:  |             | 1,675.50 | Timber Permit Bonds                  | 2 Vendors                  | 2 Transactions                                   |
| 921        | DEPT   |             |          | Co. Development                      |                            |  |
| 8175       | Centurylink<br>10-921-000-0000-6250                    |             | 7.45     | LOCAL PHONE-SURVEYOR                 | 313645966                  | Telephone  |
|            | 10-921-000-0000-6250                                   |             | 7.45     | LOCAL PHONE-GIS                      | 313645966                  | Telephone  |
| 8175       | Centurylink  |             | 14.90    | 2 Transactions                       |                            |  |
| 10185      | Centurylink Communications Inc<br>10-921-000-0000-6250 |             | 0.78     | LD Phone-GIS                         | 320146217                  | Telephone  |
| 10185      | Centurylink Communications Inc                         |             | 0.78     | 1 Transactions                       |                            |  |
| 12525      | CES Imaging<br>10-921-000-0000-6405                    |             | 74.12    | plotter ink                          | 290600                     | Office Supplies                                  |
| 12525      | CES Imaging  |             | 74.12    | 1 Transactions                       |                            |  |
| 2880       | Long Lake Conservation Ctr<br>10-921-000-0000-6208     |             | 24.00    | Safety Trng/First Aid Cards          | 5147                       | Training/Education                               |
| 2880       | Long Lake Conservation Ctr                             |             | 24.00    | 1 Transactions                       |                            |  |
| 921        | DEPT Total:  |             | 113.80   | Co. Development                      | 4 Vendors                  | 5 Transactions                                   |
| 923        | DEPT   |             |          | Forfeited Tax Sales                  |                            |  |
| 8175       | Centurylink<br>10-923-000-0000-6250                    |             | 59.56    | LOCAL PHONE                          | 313645966                  | Telephone  |
| 8175       | Centurylink  |             | 59.56    | 1 Transactions                       |                            |  |
| 10185      | Centurylink Communications Inc<br>10-923-000-0000-6250 |             | 10.25    | LD Phone                             | 320146217                  | Telephone  |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| Vendor No. | Name<br>Account/Formula                            | Accr | Rpt<br>Amount | Warrant Description<br>Service Dates              | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name |
|------------|--|------|---------------|---|----------------------------|--|
| 10185      | Centurylink Communications Inc                     |      | 10.25         |   | 1 Transactions             |  |
| 2694       | Kromy/Ted<br>10-923-000-0000-6820                  |      | 1,543.31      | overappraised refund                              | 13297                      | Refunds & Reimbursements                         |
| 2694       | Kromy/Ted  |      | 1,543.31      |   | 1 Transactions             |  |
| 2880       | Long Lake Conservation Ctr<br>10-923-000-0000-6208 |      | 34.00         | Safety Trng/First Aid Cards                       | 5147                       | Training/Education                               |
| 2880       | Long Lake Conservation Ctr                         |      | 34.00         |   | 1 Transactions             |  |
| 4233       | S & T Office Products Inc<br>10-923-000-0000-6405  |      | 63.72         | paper   | 01PX4055                   | Office Supplies                                  |
|            | 10-923-000-0000-6405                               |      | 13.52         | office supplies                                   | 01PX8091                   | Office Supplies                                  |
| 4233       | S & T Office Products Inc                          |      | 77.24         |   | 2 Transactions             |  |
| 6128       | Tire Barn<br>10-923-000-0000-6590                  |      | 15.00         | tire repair                                       | 12597                      | Repair & Maintenance Supplies                    |
|            | 10-923-000-0000-6590                               |      | 41.21         | LOF   | 24946                      | Repair & Maintenance Supplies                    |
|            | 10-923-000-0000-6590                               |      | 574.41        | brakes 395  | 24986                      | Repair & Maintenance Supplies                    |
| 6128       | Tire Barn  |      | 630.62        |   | 3 Transactions             |  |
| 6097       | Verizon Wireless<br>10-923-000-0000-6254           |      | 62.65         | July cell phone                                   | 580683827                  | Utilities  |
| 6097       | Verizon Wireless                                   |      | 62.65         |   | 1 Transactions             |  |
| 923        | DEPT Total:  |      | 2,417.63      | Forfeited Tax Sales                               | 7 Vendors                  | 10 Transactions                                  |
| 926        | DEPT   |      |               | Law Library                                       |                            |  |
| 8175       | Centurylink<br>10-926-000-0000-6250                |      | 7.45          | LOCAL PHONE                                       | 313645966                  | Telephone  |
| 8175       | Centurylink  |      | 7.45          |   | 1 Transactions             |  |
| 5173       | West Payment Center<br>10-926-000-0000-6408        |      | 1,005.64      | July Information Charges<br>07/01/2013 07/31/2013 | 827714621                  | Law Books  |
| 5173       | West Payment Center                                |      | 1,005.64      |   | 1 Transactions             |  |

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10 Trust

# 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> |
| 926 DEPT Total:            |             | 1,013.09                   | Law Library          | 2 Vendors                          | 2 Transactions           |
| 10 Fund Total:             |             | 5,220.02                   | Trust                |                                    | 19 Transactions          |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| Vendor No. | Name<br>Account/Formula                            | Rpt<br>Accr | Amount   | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name |
|------------|--|-------------|----------|--------------------------------------|----------------------------|--|
| 924        | DEPT   |             |          | Forest Resource                      |                            |  |
| 2880       | Long Lake Conservation Ctr<br>11-924-000-0000-6208 |             | 32.00    | Safety Trng/First Aid Cards          | 5147                       | Training/Education                               |
| 2880       | Long Lake Conservation Ctr                         |             | 32.00    | 1 Transactions                       |                            |  |
| 6097       | Verizon Wireless<br>11-924-000-0000-6250           |             | 66.42    | July cell phone                      | 580683827                  | Telephone  |
| 6097       | Verizon Wireless                                   |             | 66.42    | 1 Transactions                       |                            |  |
| 924        | DEPT Total:  |             | 98.42    | Forest Resource                      | 2 Vendors                  | 2 Transactions                                   |
| 925        | DEPT   |             |          | Reforestation                        |                            |  |
| 2175       | Hilltop Sports<br>11-925-000-0000-6590             |             | 144.38   | ATV Battery                          | 8/12/13                    | Repair & Maintenance Supplies                    |
| 2175       | Hilltop Sports                                     |             | 144.38   | 1 Transactions                       |                            |  |
| 2880       | Long Lake Conservation Ctr<br>11-925-000-0000-6208 |             | 127.00   | Safety Trng/First Aid Cards          | 5147                       | Training/Education                               |
| 2880       | Long Lake Conservation Ctr                         |             | 127.00   | 1 Transactions                       |                            |  |
| 3100       | McGregor Oil<br>11-925-000-0000-6511               |             | 32.22    | July gas 3rd-17th                    | AITKINLA                   | Gas And Oil                                      |
| 3100       | McGregor Oil                                       |             | 32.22    | 1 Transactions                       |                            |  |
| 10891      | Roth Construction<br>11-925-000-0000-6361          |             | 2,051.70 | Pit run and spreading                | 44-5, 44-1                 | Road Construction Service                        |
|            | 11-925-000-0000-6820                               |             | 250.00   | refund bond                          | R#1635                     | Refunds & Reimbursements                         |
| 10891      | Roth Construction                                  |             | 2,301.70 | 2 Transactions                       |                            |  |
| 925        | DEPT Total:  |             | 2,605.30 | Reforestation                        | 4 Vendors                  | 5 Transactions                                   |
| 934        | DEPT   |             |          | Memorial Forest                      |                            |  |
| 2880       | Long Lake Conservation Ctr<br>11-934-000-0000-6208 |             | 10.00    | Safety Trng/First Aid Cards          | 5147                       | Staff Development/Training                       |
| 2880       | Long Lake Conservation Ctr                         |             | 10.00    | 1 Transactions                       |                            |  |
| 12746      | University of Minnesota<br>11-934-000-0000-6231    |             | 1,630.00 | bird study-pre harvest               | 5544                       | Services, Labor, Contracts                       |



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11 Forest Development

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| Vendor No. | Name<br>Account/Formula                                    | Rpt<br>Accr | Amount   | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name |
|------------|--|-------------|----------|--------------------------------------|----------------------------|--|
| 12746      | University of Minnesota                                    |             | 1,630.00 |                                      | 1 Transactions             |  |
| 934        | DEPT Total:  |             | 1,640.00 | Memorial Forest                      | 2 Vendors                  | 2 Transactions                                   |
| 935        | DEPT   |             |          | Forest Road                          |                            |  |
| 8726       | D & S Truck Repair & Service<br>11-935-000-0000-6590       |             | 321.02   | shrink butt connector                | 2241                       | Repair & Maintenance Supplies                    |
| 8726       | D & S Truck Repair & Service                               |             | 321.02   |                                      | 1 Transactions             |  |
| 11117      | Landrus Truck And Equipment Repair<br>11-935-000-0000-6590 |             | 292.50   | replace hydraulic hose               | 6/26/13                    | Repair & Maintenance Supplies                    |
| 11117      | Landrus Truck And Equipment Repair                         |             | 292.50   |                                      | 1 Transactions             |  |
| 2880       | Long Lake Conservation Ctr<br>11-935-000-0000-6208         |             | 63.00    | Safety Trng/First Aid Cards          | 5147                       | Training/Education                               |
| 2880       | Long Lake Conservation Ctr                                 |             | 63.00    |                                      | 1 Transactions             |  |
| 3100       | McGregor Oil<br>11-935-000-0000-6511                       |             | 627.27   | July gas 3rd-17th                    | AITKINLA                   | Gas And Oil                                      |
| 3100       | McGregor Oil   |             | 627.27   |                                      | 1 Transactions             |  |
| 3760       | Palisade Cooperative Oil Assoc<br>11-935-000-0000-6511     |             | 1,305.58 | Gas 7/29-8/13/13                     | ACPARKS                    | Gas And Oil                                      |
| 3760       | Palisade Cooperative Oil Assoc                             |             | 1,305.58 |                                      | 1 Transactions             |  |
| 6097       | Verizon Wireless<br>11-935-000-0000-6250                   |             | 117.46   | July cell phone                      | 580683827                  | Telephone  |
| 6097       | Verizon Wireless   |             | 117.46   |                                      | 1 Transactions             |  |
| 935        | DEPT Total:  |             | 2,726.83 | Forest Road                          | 6 Vendors                  | 6 Transactions                                   |
| 11         | Fund Total:  |             | 7,070.55 | Forest Development                   |                            | 15 Transactions                                  |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| Vendor No. | Name<br>Account/Formula                                       | Rpt<br>Accr | Amount   | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name |
|------------|---|-------------|----------|--------------------------------------|----------------------------|--|
| 521        | DEPT  |             |          | LLCC Administration                  |                            |  |
| 86222      | Aitkin Independent Age<br>19-521-000-0000-6230                |             | 129.96   | seasonal worker ad                   | 1081                       | Printing, Publ & Adv Promotion                   |
| 86222      | Aitkin Independent Age  |             | 129.96   | 1 Transactions                       |                            |  |
| 783        | Canon Financial Services, Inc<br>19-521-000-0000-6231         |             | 135.16   | contract charges-020                 | 12971425                   | Services, Labor, Contracts                       |
| 783        | Canon Financial Services, Inc                                 |             | 135.16   | 1 Transactions                       |                            |  |
| 2763       | J & H Transfer Station-Lakes Sanitary<br>19-521-000-0000-6255 |             | 92.38    | garbage service                      | 68458                      | Garbage  |
| 2763       | J & H Transfer Station-Lakes Sanitary                         |             | 92.38    | 1 Transactions                       |                            |  |
| 3160       | Mille Lacs Energy Coop-Albert Lea<br>19-521-000-0000-6254     |             | 66.81    | ELECTRICITY                          | 27-13-004-01               | Utilities  |
|            | 19-521-000-0000-6254  |             | 490.79   | ELECTRICITY                          | 27-13-005-02               | Utilities  |
|            | 19-521-000-0000-6254  |             | 668.33   | ELECTRICITY                          | 27-13-006-01               | Utilities  |
|            | 19-521-000-0000-6254  |             | 639.16   | ELECTRICITY                          | 27-13-007-03               | Utilities  |
|            | 19-521-000-0000-6254  |             | 63.85    | ELECTRICITY                          | 27-13-008-01               | Utilities  |
|            | 19-521-000-0000-6254  |             | 265.16   | ELECTRICITY                          | 27-13-009-01               | Utilities  |
| 3160       | Mille Lacs Energy Coop-Albert Lea                             |             | 2,194.10 | 6 Transactions                       |                            |  |
| 3810       | Paulbeck's County Market<br>19-521-000-0000-6400              |             | 27.36    | ice for resell                       | 7684653                    | Commissary Items                                 |
| 3810       | Paulbeck's County Market                                      |             | 27.36    | 1 Transactions                       |                            |  |
| 86235      | The Office Shop Inc<br>19-521-000-0000-6405                   |             | 44.98    | computer display connector           | 267140-0                   | Office & Computer Supplies                       |
|            | 19-521-000-0000-6405  |             | 19.99-   | return monitor cable                 | C267140-0                  | Office & Computer Supplies                       |
| 86235      | The Office Shop Inc   |             | 24.99    | 2 Transactions                       |                            |  |
| 521        | DEPT Total:   |             | 2,603.95 | LLCC Administration                  | 6 Vendors                  | 12 Transactions                                  |
| 522        | DEPT  |             |          | LLCC Education                       |                            |  |
| 9273       | Reichert Enterprises, Inc<br>19-522-000-0000-6224             |             | 490.00   | Forkhorn 1 to shooting range         | 88415                      | Permits/License/Field Trips                      |
| 9273       | Reichert Enterprises, Inc                                     |             | 490.00   | 1 Transactions                       |                            |  |
| 86235      | The Office Shop Inc   |             |          |                                      |                            |  |

# 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            |
| 19-522-000-0000-6416            | 6.98     | white board cleaner         | 267104-0      | Education Supplies           |
| 86235 The Office Shop Inc       | 6.98     | 1 Transactions              |               |                              |
| 522 DEPT Total:                 | 496.98   | LLCC Education              | 2 Vendors     | 2 Transactions               |
| 523 DEPT                        |          | LLCC Food                   |               |                              |
| 5998 Appert's Foodservice       |          |                             |               |                              |
| 19-523-000-0000-6418            | 1,246.39 | groceries                   | 1972828       | Groceries-Students           |
| 19-523-000-0000-6420            | 52.25    | groceries                   | 1972828       | Food Service Supplies        |
| 5998 Appert's Foodservice       | 1,298.64 | 2 Transactions              |               |                              |
| 3810 Paulbeck's County Market   |          |                             |               |                              |
| 19-523-000-0000-6418            | 9.99     | groceries                   | 7684653       | Groceries-Students           |
| 19-523-000-0000-6418            | 38.62    | groceries                   | 7684653       | Groceries-Students           |
| 3810 Paulbeck's County Market   | 48.61    | 2 Transactions              |               |                              |
| 4968 Upper Lakes Foods, Inc     |          |                             |               |                              |
| 19-523-000-0000-6418            | 1,307.28 | groceries                   | 212081-00     | Groceries-Students           |
| 19-523-000-0000-6418            | 55.64    | groceries                   | 212976-00     | Groceries-Students           |
| 4968 Upper Lakes Foods, Inc     | 1,362.92 | 2 Transactions              |               |                              |
| 523 DEPT Total:                 | 2,710.17 | LLCC Food                   | 3 Vendors     | 6 Transactions               |
| 524 DEPT                        |          | LLCC Maintenance            |               |                              |
| 4641 Holiday Credit Office      |          |                             |               |                              |
| 19-524-000-0000-6511            | 51.72    | Gas for van                 | 1400012578652 | Gas And Oil                  |
| 4641 Holiday Credit Office      | 51.72    | 1 Transactions              |               |                              |
| 2880 Long Lake Conservation Ctr |          |                             |               |                              |
| 19-524-000-0000-6208            | 12.00    | Safety Trng/First Aid Cards | 5147          | Training/Education           |
| 2880 Long Lake Conservation Ctr | 12.00    | 1 Transactions              |               |                              |
| 4968 Upper Lakes Foods, Inc     |          |                             |               |                              |
| 19-524-000-0000-6422            | 40.91    | supplies                    | 212081-00     | Janitorial Services/Supplies |
| 4968 Upper Lakes Foods, Inc     | 40.91    | 1 Transactions              |               |                              |
| 524 DEPT Total:                 | 104.63   | LLCC Maintenance            | 3 Vendors     | 3 Transactions               |

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19 Long Lake Conservation C

# 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>Service Dates</u>       | <u>Paid On Bhf #</u>          | <u>On Behalf of Name</u>           |
| 19 Fund Total:             |             | 5,915.73                   | Long Lake Conservation Center | 23 Transactions                    |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| Vendor No. | Name<br>Account/Formula  | Rpt<br>Accr | Amount | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name |
|------------|--|-------------|--------|--------------------------------------|----------------------------|--|
| 520        | DEPT   |             |        | Parks                                |                            |  |
| 589        | Blomberg/Judith<br>21-520-000-0000-6350                        |             | 35.00  | parks meeting                        | 8/12/13                    | Per Diem   |
| 589        | Blomberg/Judith  |             | 35.00  | 1 Transactions                       |                            |  |
| 8175       | Centurylink<br>21-520-000-0000-6250                            |             | 7.45   | LOCAL PHONE                          | 313645966                  | Telephone  |
| 8175       | Centurylink  |             | 7.45   | 1 Transactions                       |                            |  |
| 9841       | Gustin/Thomas John<br>21-520-000-0000-6350                     |             | 35.00  | Parks meeting 8/12/13                |                            | Per Diem   |
|            | 21-520-000-0000-6330   |             | 14.69  | mileage for parks meeting 8/12       | 20@.565                    | Transportation & Travel                          |
| 9841       | Gustin/Thomas John   |             | 49.69  | 2 Transactions                       |                            |  |
| 2448       | Janzen/Carroll Mark<br>21-520-000-0000-6350                    |             | 35.00  | Parks meeting 8/12/13                |                            | Per Diem   |
|            | 21-520-000-0000-6330   |             | 31.64  | mileage for parks meeting 8/12       | 56@.565                    | Transportation & Travel                          |
| 2448       | Janzen/Carroll Mark  |             | 66.64  | 2 Transactions                       |                            |  |
| 9354       | Kangas Enterprises, Inc<br>21-520-000-0000-6231                |             | 100.00 | pump Snake River Campgrnd            | 8740                       | Services, Labor, Contracts                       |
| 9354       | Kangas Enterprises, Inc  |             | 100.00 | 1 Transactions                       |                            |  |
| 5759       | Kitzrow/Donald<br>21-520-000-0000-6350                         |             | 35.00  | parks meeting 8/12/13                |                            | Per Diem   |
|            | 21-520-000-0000-6330   |             | 37.29  | mileage for parks meeting            | 66@.565                    | Transportation & Travel                          |
| 5759       | Kitzrow/Donald   |             | 72.29  | 2 Transactions                       |                            |  |
| 2880       | Long Lake Conservation Ctr<br>21-520-000-0000-6208             |             | 74.00  | Safety Trng/First Aid Cards          | 5147                       | Training/Education                               |
| 2880       | Long Lake Conservation Ctr                                     |             | 74.00  | 1 Transactions                       |                            |  |
| 3160       | Mille Lacs Energy Coop-Albert Lea<br>21-520-000-0000-6254      |             | 142.64 | Berglund park electricity            | 18-51-106-02               | Utilities  |
| 3160       | Mille Lacs Energy Coop-Albert Lea                              |             | 142.64 | 1 Transactions                       |                            |  |
| 9692       | Minnesota Energy Resources Corporation<br>21-520-000-0000-6254 |             | 60.54  | gas for shop                         | 4162495-8                  | Utilities  |

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 21 Parks

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| Vendor No. | Name<br>Account/Formula                   | Rpt<br>Accr | Amount     | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name |
|------------|---|-------------|------------|--------------------------------------|----------------------------|--|
| 9692       | Minnesota Energy Resources Corporation    |             | 60.54      |                                      | 1 Transactions             |  |
| 12182      | Northwoods Quads<br>21-520-000-0000-6802  |             | 507.96     | June ATV Grant in Aid                | Rec 1668                   | Trail Grants-State                               |
| 12182      | Northwoods Quads                          |             | 507.96     |                                      | 1 Transactions             |  |
| 12718      | Up North Riders<br>21-520-000-0000-6802   |             | 1,240.70   | June ATV Grant in Aid                | R 1668                     | Trail Grants-State                               |
| 12718      | Up North Riders                           |             | 1,240.70   |                                      | 1 Transactions             |  |
| 6097       | Verizon Wireless<br>21-520-000-0000-6250  |             | 39.15      | July cell phone                      | 580683827                  | Telephone  |
| 6097       | Verizon Wireless                          |             | 39.15      |                                      | 1 Transactions             |  |
| 10339      | White Pine Riders<br>21-520-000-0000-6802 |             | 596.69     | June ATV Grant in Aid                | R 1668                     | Trail Grants-State                               |
| 10339      | White Pine Riders                         |             | 596.69     |                                      | 1 Transactions             |  |
| 520        | DEPT Total:                               |             | 2,992.75   | Parks                                | 13 Vendors                 | 16 Transactions                                  |
| 21         | Fund Total:                               |             | 2,992.75   | Parks                                |                            | 16 Transactions                                  |
|            | Final Total:                              |             | 212,274.26 | 250 Vendors                          | 382 Transactions           |  |

# Aitkin County



| Recap by Fund | <u>Fund</u> | <u>AMOUNT</u> | <u>Name</u>                   |                    |
|---------------|-------------|---------------|-------------------------------|--------------------|
|               | 1           | 81,424.02     | General Fund                  |                    |
|               | 3           | 108,710.40    | Road & Bridge                 |                    |
|               | 5           | 940.79        | Health & Human Services       |                    |
|               | 10          | 5,220.02      | Trust                         |                    |
|               | 11          | 7,070.55      | Forest Development            |                    |
|               | 19          | 5,915.73      | Long Lake Conservation Center |                    |
|               | 21          | 2,992.75      | Parks                         |                    |
|               | All Funds   | 212,274.26    | Total                         | Approved by, ..... |
|               |             |               |                               | .....              |
|               |             |               |                               | .....              |

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8/20/13 11:11AM

# Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 1

Print List in Order By: 2  
1 - Fund (Page Break by Fund)  
2 - Department (Totals by Dept)  
3 - Vendor Number  
4 - Vendor Name

Page Break By: 1  
1 - Page Break by Fund  
2 - Page Break by Dept

Real Estate Tax Adjustments

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  
8/20/13 11:11AM  
13 Taxes & Penalties

| Vendor No. | Name<br>Account/Formula  | Rpt<br>Accr | Amount | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name |
|------------|--------------------------|-------------|--------|--------------------------------------|----------------------------|--|
| 943        | DEPT                     |             |        | Taxes And Penalties                  |                            |  |
| 12739      | Big Sandy Golf Inc       |             |        |                                      |                            |  |
|            | 13- 943- 000- 0000- 2001 |             | 23.00  | 39- 0- 041900 abatement per 2        | Golf course                | Cur - Property Taxes                             |
|            | 13- 943- 000- 0000- 2001 |             | 3.00   | 39- 0- 044600 abatement per 2        | Golf course                | Cur - Property Taxes                             |
|            | 13- 943- 000- 0000- 2001 |             | 40.00  | 39- 0- 044601 abatement per 2        | Golf course                | Cur - Property Taxes                             |
|            | 13- 943- 000- 0000- 2001 |             | 451.00 | 39- 0- 044700 abatement per 2        | Golf course                | Cur - Property Taxes                             |
|            | 13- 943- 000- 0000- 2001 |             | 76.00  | 39- 0- 044800 abatement per 2        | Golf course                | Cur - Property Taxes                             |
|            | 13- 943- 000- 0000- 2001 |             | 118.00 | 39- 0- 045500 abatement per 2        | Golf course                | Cur - Property Taxes                             |
|            | 13- 943- 000- 0000- 2001 |             | 2.00   | 39- 0- 045800 abatement per 2        | Golf course                | Cur - Property Taxes                             |
|            | 13- 943- 000- 0000- 2001 |             | 28.00  | 39- 1- 080400 abatement per 2        | Golf course                | Cur - Property Taxes                             |
|            | 13- 943- 000- 0000- 2001 |             | 28.00  | 39- 1- 080800 abatement per 2        | Golf course                | Cur - Property Taxes                             |
|            | 13- 943- 000- 0000- 2001 |             | 16.00  | 39- 1- 087500 abatement per 2        | Golf course                | Cur - Property Taxes                             |
|            | 13- 943- 000- 0000- 2001 |             | 18.00  | 39- 1- 087600 abatement per 2        | Golf course                | Cur - Property Taxes                             |
|            | 13- 943- 000- 0000- 2001 |             | 24.00  | 39- 1- 087700 abatement per 2        | Golf course                | Cur - Property Taxes                             |
|            | 13- 943- 000- 0000- 2001 |             | 24.00  | 39- 1- 087800 abatement per 2        | Golf course                | Cur - Property Taxes                             |
|            | 13- 943- 000- 0000- 2001 |             | 4.00   | 39- 0- 046200 abatement per 2        | Golf course                | Cur - Property Taxes                             |
| 12739      | Big Sandy Golf Inc       |             | 855.00 | 14 Transactions                      |                            |  |
| 12736      | Gardas/Ronald            |             |        |                                      |                            |  |
|            | 13- 943- 000- 0000- 2001 |             | 97.00  | 39- 0- 000103 adjust. per 2          | Gardas                     | Cur - Property Taxes                             |
|            | 13- 943- 000- 0000- 2004 |             | 254.00 | 39- 0- 000103 adjust. per 2          | Gardas                     | Del - Property Taxes                             |
|            | 13- 943- 000- 0000- 2004 |             | 250.00 | 39- 0- 000103 adjust. per 2          | Gardas                     | Del - Property Taxes                             |
| 12736      | Gardas/Ronald            |             | 601.00 | 3 Transactions                       |                            |  |
| 12737      | John Ackin Inc           |             |        |                                      |                            |  |
|            | 13- 943- 000- 0000- 2004 |             | 90.00  | 09- 1- 080202 adjust per 2           | John Ackin                 | Del - Property Taxes                             |
|            | 13- 943- 000- 0000- 2004 |             | 92.00  | 09- 1- 080202 adjust per 2           | John Ackin                 | Del - Property Taxes                             |
| 12737      | John Ackin Inc           |             | 182.00 | 2 Transactions                       |                            |  |
| 12735      | Malaske/Cary             |             |        |                                      |                            |  |
|            | 13- 943- 000- 0000- 2001 |             | 26.27  | 29- 1- 281400 overpay per 2          | Malaske                    | Cur - Property Taxes                             |
| 12735      | Malaske/Cary             |             | 26.27  | 1 Transactions                       |                            |  |
| 12738      | Mondoux/Peter            |             |        |                                      |                            |  |
|            | 13- 943- 000- 0000- 2004 |             | 122.00 | 09- 1- 080000 Adjust. per 2          | Mondoux                    | Del - Property Taxes                             |
|            | 13- 943- 000- 0000- 2004 |             | 130.00 | 09- 1- 080000 Adjust. per 2          | Mondoux                    | Del - Property Taxes                             |
| 12738      | Mondoux/Peter            |             | 252.00 | 2 Transactions                       |                            |  |

# Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1  
8/20/13 11:11AM  
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>Service Dates</u>       | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u>           |
| 943 DEPT Total:            |             | 1,916.27                   | Taxes And Penalties  | 5 Vendors<br>22 Transactions       |
| 13 Fund Total:             |             | 1,916.27                   | Taxes & Penalties    | 22 Transactions                    |
| Final Total:               |             | 1,916.27                   | 5 Vendors            | 22 Transactions                    |

DKB1  
8/20/13

11:11AM

# Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



**Recap by Fund**

| <u>Fund</u> | <u>AMOUNT</u> | <u>Name</u>       |
|-------------|---------------|-------------------|
| 13          | 1,916.27      | Taxes & Penalties |
| All Funds   | 1,916.27      | Total             |

Approved by, .....

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DKB1  
8/8/13 2:28PM

# Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 1

|                         |   |                                 |                |   |                        |
|-------------------------|---|---------------------------------|----------------|---|------------------------|
| Print List in Order By: | 2 | 1 - Fund (Page Break by Fund)   | Page Break By: | 1 | 1 - Page Break by Fund |
|                         |   | 2 - Department (Totals by Dept) |                |   | 2 - Page Break by Dept |
|                         |   | 3 - Vendor Number               |                |   |                        |
|                         |   | 4 - Vendor Name                 |                |   |                        |

Sales + Use Tax

Explode Dist. Formulas Y

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  
8/8/13 2:28PM  
1 General Fund

# Aitkin County



## Audit List for Board AUDITOR'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>   |
| 40  | DEPT                       |             | Auditor                    |                             |                                    |                            |
|     | 89991 Bremer Bank          |             |                            |                             |                                    |                            |
| 1   | 01-040-000-0000-5517       |             | 0.32                       | Receipt Nbr 1015 07/05/2013 |                                    | Fees For Services          |
| 2   | 01-040-000-0000-5517       |             | 0.19                       | Receipt Nbr 1016 07/12/2013 |                                    | Fees For Services          |
| 3   | 01-040-000-0000-5517       |             | 0.19                       | Receipt Nbr 1017 07/15/2013 |                                    | Fees For Services          |
| 4   | 01-040-000-0000-5840       |             | 0.01                       | Receipt Nbr 1019 07/17/2013 |                                    | Misc Receipts              |
| 5   | 01-040-021-0000-5840       |             | 4.12                       | Receipt Nbr 852 07/15/2013  |                                    | Misc Receipts              |
| 6   | 01-040-021-0000-5840       |             | 2.67                       | Receipt Nbr 856 07/29/2013  |                                    | Misc Receipts              |
|     | 89991 Bremer Bank          |             | 7.50                       | 6 Transactions              |                                    |                            |
| 40  | DEPT Total:                |             | 7.50                       | Auditor                     | 1 Vendors                          | 6 Transactions             |
| 42  | DEPT                       |             | Treasurer                  |                             |                                    |                            |
|     | 89991 Bremer Bank          |             |                            |                             |                                    |                            |
| 7   | 01-042-000-0000-5840       |             | 0.45                       | Receipt Nbr 3086 07/01/2013 |                                    | Misc Receipts              |
| 8   | 01-042-000-0000-5840       |             | 0.06                       | Receipt Nbr 3086 07/01/2013 |                                    | Misc Receipts              |
| 9   | 01-042-000-0000-5840       |             | 0.10                       | Receipt Nbr 3088 07/03/2013 |                                    | Misc Receipts              |
| 10  | 01-042-000-0000-5840       |             | 0.26                       | Receipt Nbr 3088 07/03/2013 |                                    | Misc Receipts              |
| 11  | 01-042-000-0000-5840       |             | 0.58                       | Receipt Nbr 3092 07/12/2013 |                                    | Misc Receipts              |
| 12  | 01-042-000-0000-5840       |             | 0.06                       | Receipt Nbr 3094 07/15/2013 |                                    | Misc Receipts              |
| 13  | 01-042-000-0000-5840       |             | 0.06                       | Receipt Nbr 3097 07/19/2013 |                                    | Misc Receipts              |
| 14  | 01-042-000-0000-5840       |             | 0.19                       | Receipt Nbr 3098 07/22/2013 |                                    | Misc Receipts              |
| 15  | 01-042-000-0000-5840       |             | 0.06                       | Receipt Nbr 3103 07/25/2013 |                                    | Misc Receipts              |
| 16  | 01-042-000-0000-5840       |             | 0.06                       | Receipt Nbr 3108 07/31/2013 |                                    | Misc Receipts              |
| 110 | 01-042-000-0000-6405       |             | 75.63                      | Warr Nbr 907 07/18/2013     |                                    | Office & Computer Supplies |
|     | 89991 Bremer Bank          |             | 77.51                      | 11 Transactions             |                                    |                            |
| 42  | DEPT Total:                |             | 77.51                      | Treasurer                   | 1 Vendors                          | 11 Transactions            |
| 43  | DEPT                       |             | Assessor                   |                             |                                    |                            |
|     | 89991 Bremer Bank          |             |                            |                             |                                    |                            |
| 17  | 01-043-000-0000-5840       |             | 0.58                       | Receipt Nbr 753 07/12/2013  |                                    | Misc Receipts              |
| 18  | 01-043-000-0000-5840       |             | 3.22                       | Receipt Nbr 753 07/12/2013  |                                    | Misc Receipts              |
|     | 89991 Bremer Bank          |             | 3.80                       | 2 Transactions              |                                    |                            |
| 43  | DEPT Total:                |             | 3.80                       | Assessor                    | 1 Vendors                          | 2 Transactions             |
| 44  | DEPT                       |             | Central Services           |                             |                                    |                            |

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1  
8/8/13 2:28PM  
1 General Fund

|     | <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> |
|     | 89991 Bremer Bank          |             |                            |                             |   |
| 19  | 01-044-000-0000-5840       |             | 0.39                       | Receipt Nbr 712 07/10/2013  | Misc Receipts                                 |
| 20  | 01-044-000-0000-5840       |             | 0.39                       | Receipt Nbr 713 07/10/2013  | Misc Receipts                                 |
| 21  | 01-044-000-0000-5840       |             | 0.12                       | Receipt Nbr 715 07/23/2013  | Misc Receipts                                 |
|     | 89991 Bremer Bank          |             | 0.90                       | 3 Transactions              |   |
| 44  | DEPT Total:                |             | 0.90                       | Central Services            | 1 Vendors 3 Transactions                      |
| 49  | DEPT                       |             |                            | Information Technologies    |   |
|     | 89991 Bremer Bank          |             |                            |                             |   |
| 22  | 01-049-000-0000-5525       |             | 1.72                       | Receipt Nbr 548 07/16/2013  | Label & Listing Sales                         |
| 92  | 01-049-000-0000-6208       |             | 2.19                       | Warr Nbr 901 07/05/2013     | Training/Education                            |
| 111 | 01-049-000-0000-6208       |             | 1.74                       | Warr Nbr 907 07/18/2013     | Training/Education                            |
| 112 | 01-049-000-0000-6208       |             | 1.49                       | Warr Nbr 907 07/18/2013     | Training/Education                            |
| 93  | 01-049-000-0000-6402       |             | 26.38                      | Warr Nbr 901 07/05/2013     | Computer Supplies & Software                  |
|     | 89991 Bremer Bank          |             | 33.52                      | 5 Transactions              |   |
| 49  | DEPT Total:                |             | 33.52                      | Information Technologies    | 1 Vendors 5 Transactions                      |
| 90  | DEPT                       |             |                            | Attorney                    |   |
|     | 89991 Bremer Bank          |             |                            |                             |   |
| 30  | 01-090-000-0000-5840       |             | 1.29                       | Receipt Nbr 1279 07/25/2013 | Misc Receipts                                 |
| 23  | 01-090-000-0000-5840       |             | 1.29                       | Receipt Nbr 1269 07/09/2013 | Misc Receipts                                 |
| 24  | 01-090-000-0000-5840       |             | 0.64                       | Receipt Nbr 1270 07/09/2013 | Misc Receipts                                 |
| 25  | 01-090-000-0000-5840       |             | 0.64                       | Receipt Nbr 1271 07/09/2013 | Misc Receipts                                 |
| 26  | 01-090-000-0000-5840       |             | 0.64                       | Receipt Nbr 1274 07/15/2013 | Misc Receipts                                 |
| 27  | 01-090-000-0000-5840       |             | 1.29                       | Receipt Nbr 1275 07/17/2013 | Misc Receipts                                 |
| 28  | 01-090-000-0000-5840       |             | 1.29                       | Receipt Nbr 1277 07/19/2013 | Misc Receipts                                 |
| 29  | 01-090-000-0000-5840       |             | 0.64                       | Receipt Nbr 1278 07/25/2013 | Misc Receipts                                 |
|     | 89991 Bremer Bank          |             | 7.72                       | 8 Transactions              |   |
| 90  | DEPT Total:                |             | 7.72                       | Attorney                    | 1 Vendors 8 Transactions                      |
| 100 | DEPT                       |             |                            | Recorder                    |   |
|     | 89991 Bremer Bank          |             |                            |                             |   |
| 126 | 01-100-000-0000-6311       |             | 182.28                     | July Sales Tax              | Sales Tax                                     |
| 127 | 01-100-000-0000-6312       |             | 0.28-                      | July sales tax adjustment   | Sales Tax Adjustment                          |

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1  
8/8/13 2:28PM  
1 General Fund

| <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>   |             |                            |                             |  |
| 89991 Bremer Bank          |             | 182.00                     | 2 Transactions              |  |
| 100 DEPT Total:            |             | 182.00                     | Recorder                    | 1 Vendors 2 Transactions                 |
| 110 DEPT                   |             |                            | Courthouse Maintenance      |  |
| 89991 Bremer Bank          |             |                            |                             |  |
| 91 01-110-000-0000-6422    |             | 55.34                      | Warr Nbr 55152 07/05/2013   | Janitorial Supplies                      |
| 119 01-110-000-0000-6422   |             | 7.76                       | Warr Nbr 55204 07/19/2013   | Janitorial Supplies                      |
| 89991 Bremer Bank          |             | 63.10                      | 2 Transactions              |  |
| 110 DEPT Total:            |             | 63.10                      | Courthouse Maintenance      | 1 Vendors 2 Transactions                 |
| 122 DEPT                   |             |                            | Planning & Zoning           |  |
| 89991 Bremer Bank          |             |                            |                             |  |
| 120 01-122-000-0000-6231   |             | 6.19                       | Warr Nbr 55225 07/19/2013   | Services, Labor, Contracts, Programming  |
| 94 01-122-000-0000-6405    |             | 0.48                       | Warr Nbr 901 07/05/2013     | Office, Computer, Film, & Field Supplies |
| 95 01-122-000-0000-6405    |             | 0.27                       | Warr Nbr 901 07/05/2013     | Office, Computer, Film, & Field Supplies |
| 113 01-122-000-0000-6405   |             | 2.56                       | Warr Nbr 907 07/18/2013     | Office, Computer, Film, & Field Supplies |
| 89991 Bremer Bank          |             | 9.50                       | 4 Transactions              |  |
| 122 DEPT Total:            |             | 9.50                       | Planning & Zoning           | 1 Vendors 4 Transactions                 |
| 200 DEPT                   |             |                            | Enforcement                 |  |
| 89991 Bremer Bank          |             |                            |                             |  |
| 121 01-200-000-0000-6405   |             | 10.10                      | Warr Nbr 55204 07/19/2013   | Office Supplies                          |
| 122 01-200-000-0000-6405   |             | 3.07                       | Warr Nbr 55204 07/19/2013   | Office Supplies                          |
| 89991 Bremer Bank          |             | 13.17                      | 2 Transactions              |  |
| 200 DEPT Total:            |             | 13.17                      | Enforcement                 | 1 Vendors 2 Transactions                 |
| 252 DEPT                   |             |                            | Corrections                 |  |
| 89991 Bremer Bank          |             |                            |                             |  |
| 123 01-252-000-0000-6405   |             | 10.10                      | Warr Nbr 55204 07/19/2013   | Office & Computer Supplies               |
| 124 01-252-000-0000-6405   |             | 3.07                       | Warr Nbr 55204 07/19/2013   | Office & Computer Supplies               |
| 31 01-252-252-0000-5872    |             | 163.16                     | Receipt Nbr 2219 07/03/2013 | Phone Card Prisoner Welfare(Taxable)     |
| 32 01-252-252-0000-5872    |             | 62.40                      | Receipt Nbr 2223 07/12/2013 | Phone Card Prisoner Welfare(Taxable)     |
| 33 01-252-252-0000-5885    |             | 10.95                      | Receipt Nbr 2219 07/03/2013 | Commissary Sales Taxable                 |
| 34 01-252-252-0000-5885    |             | 12.01                      | Receipt Nbr 2223 07/12/2013 | Commissary Sales Taxable                 |

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1  
8/8/13 2:28PM  
1 General Fund

| <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>           |
| 89991              | Bremer Bank            |             |                            | 6 Transactions             |                                    |
| 252                | DEPT Total:            |             | 261.69                     | Corrections                | 1 Vendors 6 Transactions           |
| 390                | DEPT                   |             |                            | Environmental Health (FBL) |                                    |
| 89991              | Bremer Bank            |             |                            |                            |                                    |
| 114                | 01-390-000-0000-6405   |             | 1.08                       | Warr Nbr 907 07/18/2013    | Office, Film, And Field Supplies   |
| 115                | 01-390-000-0000-6405   |             | 2.75                       | Warr Nbr 907 07/18/2013    | Office, Film, And Field Supplies   |
| 116                | 01-390-000-0000-6405   |             | 3.97                       | Warr Nbr 907 07/18/2013    | Office, Film, And Field Supplies   |
| 89991              | Bremer Bank            |             | 7.80                       | 3 Transactions             |                                    |
| 390                | DEPT Total:            |             | 7.80                       | Environmental Health (FBL) | 1 Vendors 3 Transactions           |
| 391                | DEPT                   |             |                            | Solid Waste                |                                    |
| 89991              | Bremer Bank            |             |                            |                            |                                    |
| 96                 | 01-391-000-0000-6405   |             | 0.66                       | Warr Nbr 901 07/05/2013    | Office & Film Supplies             |
| 97                 | 01-391-000-0000-6405   |             | 1.67                       | Warr Nbr 901 07/05/2013    | Office & Film Supplies             |
| 89991              | Bremer Bank            |             | 2.33                       | 2 Transactions             |                                    |
| 391                | DEPT Total:            |             | 2.33                       | Solid Waste                | 1 Vendors 2 Transactions           |
| 1                  | Fund Total:            |             | 670.54                     | General Fund               | 56 Transactions                    |



# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1  
8/8/13 2:28PM  
3 Road & Bridge

| <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>           |
| 0                  | DEPT                   |             | Undesignated                |                         |                                    |
| 89991              | Bremer Bank            |             |                             |                         |                                    |
| 35                 | 03-000-000-0000-5855   |             | Receipt Nbr 710 07/02/2013  |                         | Charges- Individuals               |
| 36                 | 03-000-000-0000-5855   |             | Receipt Nbr 710 07/02/2013  |                         | Charges- Individuals               |
| 37                 | 03-000-000-0000-5855   |             | Receipt Nbr 711 07/02/2013  |                         | Charges- Individuals               |
| 38                 | 03-000-000-0000-5855   |             | Receipt Nbr 1603 07/03/2013 |                         | Charges- Individuals               |
| 39                 | 03-000-000-0000-5855   |             | Receipt Nbr 1605 07/08/2013 |                         | Charges- Individuals               |
| 40                 | 03-000-000-0000-5855   |             | Receipt Nbr 1608 07/09/2013 |                         | Charges- Individuals               |
| 41                 | 03-000-000-0000-5855   |             | Receipt Nbr 1612 07/10/2013 |                         | Charges- Individuals               |
| 42                 | 03-000-000-0000-5855   |             | Receipt Nbr 1616 07/15/2013 |                         | Charges- Individuals               |
| 43                 | 03-000-000-0000-5855   |             | Receipt Nbr 715 07/16/2013  |                         | Charges- Individuals               |
| 44                 | 03-000-000-0000-5855   |             | Receipt Nbr 715 07/16/2013  |                         | Charges- Individuals               |
| 45                 | 03-000-000-0000-5855   |             | Receipt Nbr 1622 07/17/2013 |                         | Charges- Individuals               |
| 46                 | 03-000-000-0000-5855   |             | Receipt Nbr 1624 07/18/2013 |                         | Charges- Individuals               |
| 47                 | 03-000-000-0000-5855   |             | Receipt Nbr 1627 07/22/2013 |                         | Charges- Individuals               |
| 48                 | 03-000-000-0000-5855   |             | Receipt Nbr 717 07/24/2013  |                         | Charges- Individuals               |
| 49                 | 03-000-000-0000-5855   |             | Receipt Nbr 717 07/24/2013  |                         | Charges- Individuals               |
| 50                 | 03-000-000-0000-5855   |             | Receipt Nbr 1644 07/29/2013 |                         | Charges- Individuals               |
| 51                 | 03-000-000-0000-5855   |             | Receipt Nbr 1645 07/29/2013 |                         | Charges- Individuals               |
| 52                 | 03-000-000-0000-5855   |             | Receipt Nbr 719 07/31/2013  |                         | Charges- Individuals               |
| 89991              | Bremer Bank            |             | 43.38                       | 18 Transactions         |                                    |
| 0                  | DEPT Total:            |             | 43.38                       | Undesignated            | 1 Vendors 18 Transactions          |
| 303                | DEPT                   |             | R&B Highway Maintenance     |                         |                                    |
| 8410               | Bremer Bank            |             |                             |                         |                                    |
| 131                | 03-303-000-0000-6513   |             | July Diesel tax             |                         | Motor Fuel & Lubricants            |
| 8410               | Bremer Bank            |             | 971.00                      | 1 Transactions          |                                    |
| 89991              | Bremer Bank            |             |                             |                         |                                    |
| 125                | 03-303-000-0000-6513   |             | July Sales Tax              |                         | Motor Fuel & Lubricants            |
| 89991              | Bremer Bank            |             | 862.00                      | 1 Transactions          |                                    |
| 303                | DEPT Total:            |             | 1,833.00                    | R&B Highway Maintenance | 2 Vendors 2 Transactions           |
| 3                  | Fund Total:            |             | 1,876.38                    | Road & Bridge           | 20 Transactions                    |

# Aitkin County



DKB1  
8/8/13 2:28PM  
5 Health & Human Services

## Audit List for Board AUDITOR'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                 |
| 400    | DEPT                 |      | Public Health Department      |                          |                                   |
| 89991  | Bremer Bank          |      |                               |                          |                                   |
| 98     | 05-400-440-0410-6405 |      | 0.24 Warr Nbr 901 07/05/2013  |                          | Supplies- Computer/Office/Meeting |
| 117    | 05-400-440-0410-6405 |      | 3.05 Warr Nbr 907 07/18/2013  |                          | Supplies- Computer/Office/Meeting |
| 99     | 05-400-450-0451-6405 |      | 4.63 Warr Nbr 901 07/05/2013  |                          | Supplies- Computer/Office/Meeting |
| 100    | 05-400-450-0451-6405 |      | 4.63 Warr Nbr 901 07/05/2013  |                          | Supplies- Computer/Office/Meeting |
| 101    | 05-400-450-0451-6405 |      | 10.10 Warr Nbr 901 07/05/2013 |                          | Supplies- Computer/Office/Meeting |
| 102    | 05-400-450-0451-6405 |      | 10.52 Warr Nbr 901 07/05/2013 |                          | Supplies- Computer/Office/Meeting |
| 103    | 05-400-450-0451-6405 |      | 2.52 Warr Nbr 901 07/05/2013  |                          | Supplies- Computer/Office/Meeting |
| 104    | 05-400-450-0451-6405 |      | 2.52 Warr Nbr 901 07/05/2013  |                          | Supplies- Computer/Office/Meeting |
| 105    | 05-400-450-0451-6405 |      | 2.75 Warr Nbr 901 07/05/2013  |                          | Supplies- Computer/Office/Meeting |
| 89991  | Bremer Bank          |      | 40.96                         | 9 Transactions           |                                   |
| 400    | DEPT Total:          |      | 40.96                         | Public Health Department | 1 Vendors 9 Transactions          |
| 420    | DEPT                 |      | Income Maintenance            |                          |                                   |
| 89991  | Bremer Bank          |      |                               |                          |                                   |
| 106    | 05-420-600-4800-6405 |      | 0.60 Warr Nbr 901 07/05/2013  |                          | Supplies- Computer/Office/Meeting |
| 89991  | Bremer Bank          |      | 0.60                          | 1 Transactions           |                                   |
| 420    | DEPT Total:          |      | 0.60                          | Income Maintenance       | 1 Vendors 1 Transactions          |
| 430    | DEPT                 |      | Social Services               |                          |                                   |
| 89991  | Bremer Bank          |      |                               |                          |                                   |
| 107    | 05-430-700-4800-6405 |      | 0.74 Warr Nbr 901 07/05/2013  |                          | Supplies- Computer/Office/Meeting |
| 89991  | Bremer Bank          |      | 0.74                          | 1 Transactions           |                                   |
| 430    | DEPT Total:          |      | 0.74                          | Social Services          | 1 Vendors 1 Transactions          |
| 5      | Fund Total:          |      | 42.30                         | Health & Human Services  | 11 Transactions                   |

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1  
8/8/13 2:28PM  
9 State

| Vendor | Name                    | Rpt  | Warrant Description                  | Invoice #      | Account/Formula Description            |
|--------|-------------------------|------|--------------------------------------|----------------|--|
| No.    | Account/Formula         | Accr | Service Dates                        | Paid On Bhf #  | On Behalf of Name                      |
| 0      | DEPT                    |      | Undesignated                         |                |  |
|        | 4580 Mn Dept Of Finance |      |                                      |                |  |
| 133    | 09-000-000-0000-2022    |      | 152.00 July Birth                    |                | Birth/Death Surcharges                 |
| 134    | 09-000-000-0000-2022    |      | 676.00 July Death                    |                | Birth/Death Surcharges                 |
| 135    | 09-000-000-0000-2024    |      | 114.00 July Children's               |                | St Share Of Birth Cert.- Children      |
| 136    | 09-000-000-0000-2036    |      | 6,468.00 July State General Fund     |                | Recording Surcharges (Was 5871 & 6281) |
| 137    | 09-000-000-0000-2036    |      | 380.00 July State Gen fund surcharge |                | Recording Surcharges (Was 5871 & 6281) |
|        | 4580 Mn Dept Of Finance |      | 7,790.00                             | 5 Transactions |  |
|        | 3375 Mn Dept Of Health  |      |                                      |                |  |
| 132    | 09-000-000-0000-2027    |      | 850.00 July State Well               |                | State Well Cert Fees (Was 5097 & 6203) |
|        | 3375 Mn Dept Of Health  |      | 850.00                               | 1 Transactions |  |
| 0      | DEPT Total:             |      | 8,640.00 Undesignated                | 2 Vendors      | 6 Transactions                         |
| 9      | Fund Total:             |      | 8,640.00 State                       |                | 6 Transactions                         |

# Aitkin County



DKB1  
8/8/13 2:28PM  
10 Trust

## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

| <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>           |
| 923                | DEPT                   |             | Forfeited Tax Sales             |                      |                                    |
|                    | 89991 Bremer Bank      |             |                                 |                      |                                    |
| 128                | 10-923-000-0000-6311   |             | 656.43 July sales tax on gravel |                      | Sales Tax                          |
| 129                | 10-923-000-0000-6311   |             | 1.61 July sales tax on maps     |                      | Sales Tax                          |
|                    | 89991 Bremer Bank      |             | 658.04                          | 2 Transactions       |                                    |
| 923                | DEPT Total:            |             | 658.04                          | Forfeited Tax Sales  | 1 Vendors 2 Transactions           |
| 10                 | Fund Total:            |             | 658.04                          | Trust                | 2 Transactions                     |

# Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1  
8/8/13 2:28PM  
11 Forest Development

| <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>           |
| 924                | DEPT                   |             | Forest Resource             |                      |                                    |
|                    | 89991 Bremer Bank      |             |                             |                      |                                    |
| 118                | 11-924-000-0000-6590   | 0.99        | Warr Nbr 907 07/18/2013     |                      | Repair & Maintenance Supplies      |
|                    | 89991 Bremer Bank      | 0.99        | 1 Transactions              |                      |                                    |
| 924                | DEPT Total:            | 0.99        | Forest Resource             | 1 Vendors            | 1 Transactions                     |
| 925                | DEPT                   |             | Reforestation               |                      |                                    |
|                    | 89991 Bremer Bank      |             |                             |                      |                                    |
| 53                 | 11-925-000-0000-5840   | 2.61        | Receipt Nbr 1618 07/16/2013 |                      | Misc Receipts                      |
| 108                | 11-925-000-0000-6406   | 29.90       | Warr Nbr 901 07/05/2013     |                      | Field Supplies                     |
| 109                | 11-925-000-0000-6406   | 23.37       | Warr Nbr 901 07/05/2013     |                      | Field Supplies                     |
| 130                | 11-925-000-0000-6312   | 0.04        | July sales tax adjustment   |                      | Sales Tax Adjustment               |
|                    | 89991 Bremer Bank      | 55.84       | 4 Transactions              |                      |                                    |
| 925                | DEPT Total:            | 55.84       | Reforestation               | 1 Vendors            | 4 Transactions                     |
| 11                 | Fund Total:            | 56.83       | Forest Development          |                      | 5 Transactions                     |

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1  
8/8/13 2:28PM  
19 Long Lake Conservation C

|     | <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>           |
| 521 | DEPT                       |             | LLCC Administration           |                      |                                    |
|     | 89991 Bremer Bank          |             |                               |                      |                                    |
| 54  | 19- 521- 000- 0000- 5885   |             | Receipt Nbr 877 07/02/2013    |                      | Commissary Sales Taxable           |
| 55  | 19- 521- 000- 0000- 5885   |             | Receipt Nbr 882 07/22/2013    |                      | Commissary Sales Taxable           |
| 56  | 19- 521- 000- 0000- 5885   |             | Receipt Nbr 883 07/31/2013    |                      | Commissary Sales Taxable           |
|     | 89991 Bremer Bank          |             | 3 Transactions                |                      |                                    |
| 521 | DEPT Total:                |             | LLCC Administration           | 1 Vendors            | 3 Transactions                     |
| 19  | Fund Total:                |             | Long Lake Conservation Center |                      | 3 Transactions                     |

# Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1  
8/8/13 2:28PM  
21 Parks

| 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> |
| 520 DEPT                          |             |                            | Parks                       |   |
| 89991 Bremer Bank                 |             |                            |                             |   |
| 57 21-520-000-0000-5510           |             | 2.32                       | Receipt Nbr 1597 07/01/2013 | Co. Parks Campground Fees                     |
| 58 21-520-000-0000-5510           |             | 6.95                       | Receipt Nbr 1600 07/01/2013 | Co. Parks Campground Fees                     |
| 59 21-520-000-0000-5510           |             | 5.79                       | Receipt Nbr 1600 07/01/2013 | Co. Parks Campground Fees                     |
| 60 21-520-000-0000-5510           |             | 2.32                       | Receipt Nbr 1601 07/01/2013 | Co. Parks Campground Fees                     |
| 61 21-520-000-0000-5510           |             | 12.74                      | Receipt Nbr 1607 07/09/2013 | Co. Parks Campground Fees                     |
| 62 21-520-000-0000-5510           |             | 6.82                       | Receipt Nbr 1607 07/09/2013 | Co. Parks Campground Fees                     |
| 63 21-520-000-0000-5510           |             | 3.86                       | Receipt Nbr 1607 07/09/2013 | Co. Parks Campground Fees                     |
| 64 21-520-000-0000-5510           |             | 12.42                      | Receipt Nbr 1607 07/09/2013 | Co. Parks Campground Fees                     |
| 65 21-520-000-0000-5510           |             | 11.19                      | Receipt Nbr 1607 07/09/2013 | Co. Parks Campground Fees                     |
| 66 21-520-000-0000-5510           |             | 3.47                       | Receipt Nbr 1609 07/09/2013 | Co. Parks Campground Fees                     |
| 67 21-520-000-0000-5510           |             | 0.96                       | Receipt Nbr 1609 07/09/2013 | Co. Parks Campground Fees                     |
| 68 21-520-000-0000-5510           |             | 3.86                       | Receipt Nbr 1610 07/09/2013 | Co. Parks Campground Fees                     |
| 69 21-520-000-0000-5510           |             | 4.82                       | Receipt Nbr 1623 07/18/2013 | Co. Parks Campground Fees                     |
| 70 21-520-000-0000-5510           |             | 0.96                       | Receipt Nbr 1625 07/18/2013 | Co. Parks Campground Fees                     |
| 71 21-520-000-0000-5510           |             | 1.54                       | Receipt Nbr 1628 07/23/2013 | Co. Parks Campground Fees                     |
| 72 21-520-000-0000-5510           |             | 1.93                       | Receipt Nbr 1628 07/23/2013 | Co. Parks Campground Fees                     |
| 73 21-520-000-0000-5510           |             | 2.32                       | Receipt Nbr 1628 07/23/2013 | Co. Parks Campground Fees                     |
| 74 21-520-000-0000-5510           |             | 4.63                       | Receipt Nbr 1629 07/23/2013 | Co. Parks Campground Fees                     |
| 75 21-520-000-0000-5510           |             | 2.89                       | Receipt Nbr 1630 07/23/2013 | Co. Parks Campground Fees                     |
| 76 21-520-000-0000-5510           |             | 5.92                       | Receipt Nbr 1632 07/24/2013 | Co. Parks Campground Fees                     |
| 77 21-520-000-0000-5510           |             | 2.51                       | Receipt Nbr 1632 07/24/2013 | Co. Parks Campground Fees                     |
| 78 21-520-000-0000-5510           |             | 1.16                       | Receipt Nbr 1632 07/24/2013 | Co. Parks Campground Fees                     |
| 79 21-520-000-0000-5510           |             | 0.77                       | Receipt Nbr 1632 07/24/2013 | Co. Parks Campground Fees                     |
| 80 21-520-000-0000-5510           |             | 6.95                       | Receipt Nbr 1632 07/24/2013 | Co. Parks Campground Fees                     |
| 81 21-520-000-0000-5510           |             | 3.86                       | Receipt Nbr 1633 07/24/2013 | Co. Parks Campground Fees                     |
| 82 21-520-000-0000-5510           |             | 1.54                       | Receipt Nbr 1633 07/24/2013 | Co. Parks Campground Fees                     |
| 83 21-520-000-0000-5510           |             | 1.54                       | Receipt Nbr 1641 07/26/2013 | Co. Parks Campground Fees                     |
| 84 21-520-000-0000-5510           |             | 1.54                       | Receipt Nbr 1641 07/26/2013 | Co. Parks Campground Fees                     |
| 85 21-520-000-0000-5510           |             | 1.54                       | Receipt Nbr 1641 07/26/2013 | Co. Parks Campground Fees                     |
| 86 21-520-000-0000-5510           |             | 2.32                       | Receipt Nbr 1642 07/29/2013 | Co. Parks Campground Fees                     |
| 87 21-520-000-0000-5510           |             | 3.86                       | Receipt Nbr 1647 07/30/2013 | Co. Parks Campground Fees                     |
| 88 21-520-000-0000-5510           |             | 0.77                       | Receipt Nbr 1647 07/30/2013 | Co. Parks Campground Fees                     |
| 89 21-520-000-0000-5510           |             | 1.54                       | Receipt Nbr 1647 07/30/2013 | Co. Parks Campground Fees                     |
| 90 21-520-000-0000-5510           |             | 15.76                      | Receipt Nbr 1647 07/30/2013 | Co. Parks Campground Fees                     |
| 89991 Bremer Bank                 |             | 143.37                     | 34 Transactions             |   |

# Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1  
8/8/13 2:28PM  
21 Parks

| <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>           |
| 520 DEPT Total:            |             | 143.37        | Parks                      | 1 Vendors            | 34 Transactions                    |
| 21 Fund Total:             |             | 143.37        | Parks                      |                      | 34 Transactions                    |
| Final Total:               |             | 12,226.00     | 26 Vendors                 | 137 Transactions     |                                    |



# Aitkin County

## Audit List for Board AUDITOR'S VOUCHERS ENTRIES



| <u>Recap by Fund</u> | <u>Fund</u> | <u>AMOUNT</u> | <u>Name</u>                   |
|----------------------|-------------|---------------|-------------------------------|
|                      | 1           | 670.54        | General Fund                  |
|                      | 3           | 1,876.38      | Road & Bridge                 |
|                      | 5           | 42.30         | Health & Human Services       |
|                      | 9           | 8,640.00      | State                         |
|                      | 10          | 658.04        | Trust                         |
|                      | 11          | 56.83         | Forest Development            |
|                      | 19          | 138.54        | Long Lake Conservation Center |
|                      | 21          | 143.37        | Parks                         |
|                      | All Funds   | 12,226.00     | 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: August 20, 2013

Via: Patrick Wussow, County Administrator

From: Sally M. Huhta, Deputy Auditor

Title of Item:

On Sale Liquor License – Eagles

Requested Meeting Date: August 27, 2013 Estimated Presentation Time: n/a

Presenter: \_\_\_\_\_

**Type of Action Requested** (check all that apply)

- For info only, no action requested       Approve under Consent Agenda
- For discussion with possible 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) Proposed Motion

**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.**

For: County Board of August 27, 2013

Motion by Commissioner X, seconded by Commissioner X and carried, all members voting yes to approve the following Temporary **3.2 Malt Liquor License** for a period from August 30, 2013 through September 1, 2013.

**OFF Sale:**

**ON Sale:**

Park Rapids Eagles Club #870, d/b/a **Park Rapids Eagles Club #870** – Wagner Township  
(Howie's Mud Bog)

**ON & OFF Sale:**

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



To: Chairperson, Aitkin County Board of Commissioners Date: 8/20/13

Via: Patrick Wussow, County Administrator

From: CAND DEPT

Title of Item: Application for repurchase of TAX forfeited property (23-57-27) Bayette

Requested Meeting Date: 8/27 Estimated Presentation Time: n/a

Presenter: M 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 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) Application for repurchase

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)

WHEREAS, Marcia Boyette, 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:

East One Half of the Northeast Quarter (E ½-NE ¼) of the Northeast Quarter of the Southeast Quarter (NE ¼-SE ¼) less South 150 feet Section Twenty-three (23) Township Fifty-one (51) Range Twenty-seven (27)

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

- a) Hardship and injustice has resulted because of forfeiture of said land, for the following reasons, to-wit:

I was going through treatment for throat cancer, I had to leave my job, because I couldn't talk, so I had not income at that time, but I thought I was current on my property taxes. I didn't check my papers close enough which turned out to be a large oversight on my part, and it will not happen again.

- b) The repurchase of said land by me will promote and best serve the public interest, because:

I now have my social security coming in and I'm working two days a week, which that income is being put aside for property tax, so that this will not happen again. All I can say now is ask you to please let me keep my property. I promise this won't happen again. Thank you.

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 Marcia Boyette 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 and directed to permit such repurchase according to the provisions of Minnesota Statutes 1945, Section 282.241, as amended.

To the Honorable Board of County Commissioners of

Aitkin

County, Minnesota.

I, the undersigned owner-mortgagee-heir-representative of heirs Marcia Boyette, at the time of forfeiture of the parcel .... of land situated in the County of Aitkin, State of Minnesota, described as follows, to-wit: 51-27 UNORG  
Sec: 23 TWP: 51.0 Rg: 27 LOT: BLK: ACRES 3.86

E 1/2 OF NE 1/4 OF NE SE LESS S 150 FT

Parcel ID 54-0-021100

PROPERTY ADDRESS - 60471 410th Ave, Swatara

do hereby make application for the purchase of said parcel... of land from the State of Minnesota, in accordance with the provisions of Minnesota Statutes 1945, Section 282.241, as amended.

In support of this application for the repurchase of said land I make the following statement:

(a) That hardship and injustice has resulted because of forfeiture of said land, for the following reasons, to-wit: I Was going Through Treatment For Throat Cancer, I Had To Leave my Job, Because I Couldn't Talk, so I Had No income at that Time, But I thought I was current on my Property Taxes. I didn't check my papers close enough which turned out to be a large oversight on my part, and IT will NOT Happen again.

(b) That the repurchase of said land by me will promote and best serve the public interest, because I Now Have my social security coming in and Im working two days a week, which that income is being set aside for prop tax. so that this will NOT Happen again. All I can say now is ask you to please let me keep my property I promise this won't happen again. thank you.

Marcia Boyette

Owner-Mortgagee-Heir-Representative of Heirs

State of Minnesota

County of Aitkin

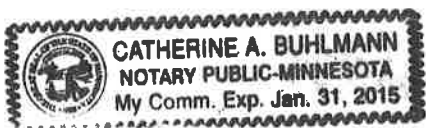
The foregoing instrument was acknowledged before me this 7<sup>th</sup> day of August, 2013, by

Marcia Boyette

Notarial Seal

Catherine Buhlmann

Signature of person taking acknowledgement



Front of document features colored background inside this high resolution border and a white band outside of border. Back of document has blue printing on a white background. "Security Document" is micro-printed in bottom border and "Authorized Signature" in signature line.

**PERSONAL MONEY ORDER**


REMITTER Marcia Boyette

PAY TO THE ORDER OF Aitkin County

DATE 8/7/13 75-1516/912

\$ 468.70

**WOODLAND BANK - 668 DOLS 70 CTS** DOLLARS

**Woodland Bank**  
  
P.O. Box 250  
Hill City, MN 55748  
Tel. 218-697-8116  
www.woodlandbank.com

Marcia Boyette  
SIGNATURE OF REMITTER

ADDRESS - CITY & STATE \_\_\_\_\_

Security Features Details on Back.

⑈026669⑈ ⑆091215163⑆ 2011670 4 92

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



To: Chairperson, Aitkin County Board of Commissioners Date: 8/15/2013

Via:

From: Undersheriff John Drahota

Title of Item: Public Auction of Vehicle

Requested Meeting Date: 08/27/2013 Est. Presentation Time: \_\_\_\_\_

Presenter: Undersheriff John Drahota

**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?  N/A  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: August 15, 2013  
FROM: Undersheriff John Drahota      RE: Public Auction of Vehicle

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I am requesting approval to offer at public auction the following vehicle:

- 2005 Chevrolet Impala – former squad (132,189 miles)

The vehicle will be auctioned in the same manner as in previous years – it will be placed on the web site [www.minnbid.org](http://www.minnbid.org) .

I am available if you have any questions concerning this matter. Thank you.

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



To: Chairperson, Aitkin County Board of Commissioners      Date: 8-12-13

Via: Patrick Wussow, County Administrator

From: Patrick Wussow, County Administrator

Title of Item:

Cash donation – Aitkin County Sobriety Court

Requested Meeting Date: 8-27-13      Estimated Presentation Time: n/a

Presenter: \_\_\_\_\_

**Type of Action Requested** (check all that apply)

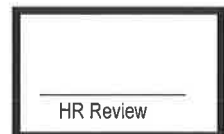
- For info only, no action requested       Approve under Consent Agenda
- For discussion with possible action       Adopt Ordinance Revision
- Let/Award Bid or Quote (attach copy of basic bid/quote specs or summary of complex specs, each bid/quote received & bid/quote comparison)
- Approve/adopt proposal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

**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 SOBRIETY COURT*

*204 1<sup>st</sup> St NW, Aitkin, MN 56431*

*218-927-7281*

## **MEMO**

To: Board of Commissioners

Date: 8/12/13

From: Aitkin County Sobriety Court

Re: Cash donation

On August 9, 2013, the Aitkin County Sobriety Court clients hosted a bratwurst sale in conjunction with Paulbeck's County Market. The clients would like to donate the profit of that sale to Aitkin County Sobriety Court with a cash donation of \$187.

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



To: Chairperson, Aitkin County Board of Commissioners

Date: August 19, 2013

Via: Patrick Wusso, County Administrator

From: Sheriff Scott Turner

Title of Item: 2013 Boat & Water Federal Safety Supplemental Enforcement Supplemental Agreement – Equipment / Supplies Grant

Requested Meeting Date: August 27, 2013  
10

Estimated 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) request for authorization to proceed with proposed fee increases

**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: 202-5840
- Expenditure line account # for this item is: 202-Various

**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) 3 original grant agreements to be signed

**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, RM #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:   | Aitkin County Board     | DATE: | August 19, 2013  |
| FROM: | Sheriff Scott A. Turner | RE:   | 2013 Federal Safety<br>Enforcement Supplemental<br>Agreement Grant<br>Equipment / Supplies |

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Attached is a resolution for consideration for the acceptance of \$3,026.00.00 for the Federal Boating Safety Supplemental Grant. This money was applied for the purchase of Mustang Survival Suits assist the Aitkin County Sheriff's Office with patrol and rescue in difficult water locations. I ask that all three copies of the Agreement are signed by the Aitkin County Board and the Aitkin County Auditor and returned with a signed resolution.

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

Thank you.

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

ADOPTED \_\_\_\_\_, 20

By Commissioner:

BE IT RESOLVED, that the Aitkin County Board of Commissioners approve the 2013 Federal Boating Safety Enforcement Supplemental Agreement – Equipment/Supplies Grant file in the Office of the County Auditor and authorize the Aitkin County Sheriff, County Board Chair and County Auditor to sign the agreement in the amount of \$3,026.00 for the term of July 1, 2013, through September 16, 2013.

Commissioner \_\_\_\_\_ moved the adoption of the resolution and it was declared adopted upon the following vote:

all members present

All members voting

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 \_\_\_\_\_ A.D., 20 \_\_\_\_, 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 \_\_\_\_ day of \_\_\_\_\_ A.D., 20

KIRK PEYSAR, County Auditor

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

**2013 STATE OF MINNESOTA  
FEDERAL BOATING SAFETY SUPPLEMENTAL EQUIPMENT  
GRANT AGREEMENT**

Contract #: 67153  
- PO#: 3000044935

Receipt ID:

**State Accounting Information:**

|                            |                       |                            |                                |                                    |
|----------------------------|-----------------------|----------------------------|--------------------------------|------------------------------------|
| Dept. ID<br>R29            | PC Bus. Unit<br>R2901 | Fiscal Year<br>2014        | Source Type<br>REIMB           | Vendor Number<br>0000197275 LOC: 5 |
| Total Amount<br>\$3,026.00 |                       | Project ID<br>R29G80110127 | Billing Location<br>R2980N0221 | DUNS<br>047464805                  |

**Accounting Distribution:**

|              |                           |                       |                      |                   |                            |   |
|--------------|---------------------------|-----------------------|----------------------|-------------------|----------------------------|---|
| Fund<br>3000 | Fin. Dept. ID<br>R2937715 | Approp. ID<br>R294203 | Category<br>84101501 | Account<br>441302 | Total Amount<br>\$3,026.00 | Activity<br>A800002 - Enforcement       |
| Fund<br>3000 | Fin. Dept. ID<br>R2937715 | Approp. ID<br>R294203 | Category<br>84101501 | Account<br>441302 | Total Amount<br>\$0        | Activity<br>A808004 - Navigational Aids |

|                 |                                  |                                      |
|-----------------|----------------------------------|--------------------------------------|
| Contract Number | Grant Begin Date<br>July 1, 2013 | Grant End Date<br>September 16, 2013 |
|-----------------|----------------------------------|--------------------------------------|

**Grantee Name and Address:**

Aitkin County Sheriff's Office  
217 - 2<sup>nd</sup> St. NW  
Aitkin, MN 56431

**Fiscal Agent and Address:**

Aitkin Co. Treasurer  
209 - 2<sup>nd</sup> St. NW, Rm. 203  
Aitkin, MN 56431

**2013 STATE OF MINNESOTA  
FEDERAL BOATING SAFETY SUPPLEMENTAL EQUIPMENT  
GRANT AGREEMENT**

This grant agreement is between the State of Minnesota, acting through its Commissioner of Natural Resources, Enforcement Division ("State") and Aitkin County Sheriff's Office, 217 - 2<sup>nd</sup> St. NW, Aitkin, MN 56431 ("Grantee"). The Fiscal Agent for this grant is Aitkin Co. Treasurer, 209 - 2<sup>nd</sup> St. NW, Rm. 203, Aitkin, MN 56431.

**Recitals**

1. Under Minnesota Statute §84.026 the State is empowered to enter into this grant.
2. The State will make available supplementary funding in the amount noted in this agreement to cover the cost of the specific items for recreational boating safety.
3. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant agreement to the satisfaction of the State.

**Grant Agreement**

**1 Term of Grant Agreement**

- 1.1 **Effective date:** July 1, 2013. Once this grant agreement is fully executed, the Grantee may claim reimbursement for expenditures incurred back to effective date. Reimbursements will only be made for those expenditures made according to the terms of this grant.
- 1.2 **Expiration date:** September 16, 2013, or until all obligations have been satisfactorily fulfilled, whichever occurs first. Reimbursement invoice requests must also be received by the State no later than September 16, 2013. An extension beyond that date may be granted, if requested by the Grantee, and approved in writing by the State's representative. Requests submitted after September 16, 2013 that have not been granted a purchase or reimbursement extension from the State, are not eligible for reimbursement and will become the Grantee's sole responsibility.
- 1.3 **Survival of Terms.** The following clauses survive the expiration or cancellation of this grant agreement: 8. Liability, 9. State Audits, 10. Government Data Practices and Intellectual Property, 12. Publicity and Endorsement, 13. Governing Law, Jurisdiction, and Venue, 15. Data Disclosure and those items in Exhibit A.

**2 Grantee's Duties**

The Grantee, who is not a state employee, will be reimbursed, as specified in Exhibit A, for the purchase of the items noted there. The Grantee will submit to the State the required documents noted in Exhibit A. The State will make available supplementary funding in the amount noted in this agreement to cover the cost of the specific items for recreational boating safety noted in Exhibit "A." See Exhibit "A" of this agreement for the allowable expenditures specific to this grant. See Exhibit "B" for specific federal requirements that affect this grant.

**Reporting Requirements:** The Grantee must satisfactorily submit all activity and financial reports by the date(s) requested by the State, unless the State grants an extension in writing.

**3 Time**

The Grantee must comply with all the time requirements described in this grant agreement. In the performance of this grant agreement, time is of the essence.

**4 Consideration and Payment**

- 4.1 **Consideration.** The State will pay for all services performed by the Grantee under this grant agreement as follows:
  - (a) **Compensation.** The Grantee will be reimbursed only for the specific items listed in Exhibit A up to Three thousand twenty-six dollars (\$3,026.00).
  - (b) **Total Obligation.** The total obligation of the State to the Grantee under this grant agreement will not exceed Three thousand twenty-six dollars (\$3,026.00).
- 4.2 **Payment**
  - (a) **Invoices.** The State will promptly pay the Grantee after the Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices shall be submitted in a form prescribed by the State within the dates previously noted in "Term of Grant Agreement" in this contract. Invoice procedures are specified in Exhibit "A".
  - (b) **Federal funds.** Payments under this grant agreement will be made from federal funds obtained by the State through the U.S. Coast Guard, Department of Homeland Security - through the Recreational Boating Safety Financial Assistance program to states, commonwealth and territories (CFDA number 97.012) in 46 U.S.C. 13101-13110. The Grantee is responsible for compliance with all federal requirements imposed on these funds and accepts full financial responsibility for any requirements imposed by the Grantee's failure to comply with federal requirements.



5 **Conditions of Payment**

All services provided by the Grantee under this grant agreement must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

6 **Authorized Representative**

The State's Authorized Representative is Rodmen Smith, Assistant Director, Enforcement Division – Central Office, Minnesota Department of Natural Resources (DNR), 500 Lafayette Rd., St. Paul, MN 55155-4047, (651) 259-5054, rodmen.smith@state.mn.us, or his/her successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this grant agreement. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

The Grantee's Authorized Representative is the County Sheriff. If the Grantee's Authorized Representative changes at any time during this grant agreement, the Grantee must immediately notify the State.

7 **Assignment, Amendments, Waiver, and Grant Agreement Complete**

- 7.1 **Assignment.** The Grantee may neither assign nor transfer any rights or obligations under this grant agreement without the prior written consent of the State, approved by the same parties who executed and approved this grant agreement, or their successors in office.
- 7.2 **Amendments.** Any amendment to this grant agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant agreement, or their successors in office.
- 7.3 **Waiver.** If the State fails to enforce any provision of this grant agreement, that failure does not waive the provision or the State's right to enforce it.
- 7.4 **Grant Agreement Complete.** This grant agreement, including Exhibits "A" and "B", contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this grant agreement, whether written or oral, may be used to bind either party.

8 **Liability**

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this grant agreement by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this grant agreement.

9 **State Audits**

Under Minnesota Statute § 16B.98, Subdivision 8, the Grantee's books, records, documents, and accounting procedures and practices relevant to this grant agreement are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant agreement.

10 **Government Data Practices and Intellectual Property**

10.1 **Government Data Practices.** The Grantee and State must comply with the Minnesota Government Data Practices Act, Minnesota Statute Chapter 13, as it applies to all data provided by the State under this grant agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant agreement. The civil remedies of Minnesota Statute § 13.08 apply to the release of the data referred to in this clause by either the Grantee or the State.

If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law.

11 **Workers' Compensation**

The Grantee certifies that it is in compliance with Minnesota Statute § 176.181, Subdivision 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

12 **Publicity and Endorsement**

- 12.1 **Publicity.** Any publicity regarding the subject matter of this grant agreement must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors with respect to the program, publications, or services provided resulting from this grant agreement. Program funding attribution information can be found in Exhibit "A."
- 12.2 **Endorsement.** The Grantee must not claim that the State endorses its products or services.

13 **Governing Law, Jurisdiction, and Venue**

Minnesota law, without regard to its choice-of-law provisions, governs this grant agreement. Venue for all legal proceedings out of this grant agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

**14 Termination**

14.1 **Termination by the State.** The State may immediately terminate this grant agreement with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

14.2 **Termination for Cause.** The State may immediately terminate this grant agreement if the State finds that there has been a failure to comply with the provisions of this grant agreement, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

14.3 **Termination for Insufficient Funding.** The State may immediately terminate this grant agreement if:

(a) Funding for Agreement No. NA is withdrawn by the NA;

(b) It does not obtain funding from the Minnesota Legislature,

(c) Or, if funding cannot be continued at a level sufficient to allow for the payment of services covered here. Termination must be by written or fax notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Grantee notice of the lack of funding within a reasonable time of the State's receiving that notice.

**15 Data Disclosure**

Under Minnesota Statute § 270C.65, Subdivision 3 and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

**1. STATE ENCUMBRANCE VERIFICATION**

*Individual certifies that funds have been encumbered as required by Minnesota Statutes § 16A.15 and 16C.05.*

Signed: B. Mead

Date: 8/12/13

**3. STATE AGENCY: NATURAL RESOURCES**

By: \_\_\_\_\_  
(With delegated authority)

Title: Assistant Director, Enforcement Division – Central Office

Date: \_\_\_\_\_

SWIFT Contract/PO No(s) 67153 / PO# 300044935

**2. GRANTEE:**

The Grantee certifies that the appropriate person(s) have executed the grant agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By: \_\_\_\_\_

Title: County Sheriff

Date: \_\_\_\_\_

By: \_\_\_\_\_

Title: Chairman of County Board

Date: \_\_\_\_\_

By: \_\_\_\_\_

Title: County Auditor or Administrator

Date: \_\_\_\_\_

Attachments: Exhibits "A" & "B"

Distribution:

- 1. DNR - OMBS
- 2. Grantee - 2 (Sheriff's Office & Co. Board)
- 3. State's Authorized Representative - Photo Copy

**2013 STATE OF MINNESOTA FEDERAL BOATING SAFETY  
SUPPLEMENTAL EQUIPMENT GRANT AGREEMENT  
(CFDA #97.012)**

1. The purpose of this grant is to provide supplementary funding to the Grantee, not exceeding the amount specified in Clause 4 of the Grant Agreement, to purchase the following specific equipment or other items that will be used for recreational boating safety activities:
  - a. 4 cold water rescue suits with integral harness
  
2. The program shall begin on July 1, 2013. The purchase and request for reimbursement (county invoice) must be submitted to the State's representative by September 16, 2013. An extension beyond that date for purchase, delivery and reimbursement deadlines may be granted, if requested by the Grantee, and approved in writing by the State's representative. Requests submitted after September 16, 2013, that have not been granted a purchase or reimbursement extension from the State, are not eligible for reimbursement and will become the Grantee's sole responsibility.
  
3. The Grantee must first purchase the item as specified in this grant, follow any specific county purchasing procedures and pay for it from the Grantee's funds. The Grantee must then submit the following for reimbursement by the deadline noted in #2 above:
  - a. An invoice from the Grantee, dated no earlier than July 1, 2013 and not later than September 16, 2013, with a description of all the item(s) being requested for reimbursement. The purchase/invoice deadline may be modified if an extension, as noted in clause #2 above, is granted in writing from the State's representative.
  - b. A copy of the invoice(s) from the vendor(s) showing the amount the Grantee actually paid, including shipping, sales tax and any setup costs.
  - c. If the item is valued over \$5,000, the Grantee's asset number(s) & equipment serial number(s) must also be included on the invoice.
  - d. All reimbursement requests must be sent or delivered to:

Minnesota Dept. of Natural Resources  
Boat & Water Safety  
500 Lafayette Road  
St. Paul, MN 55155-4047
  
4. Aids to navigation purchased through this grant must comply with the requirements in Minnesota Rule 6110.1500. Watercraft purchased through this grant must be registered with the State and display registration numbers and validation decals as noted in Minnesota Rule 6110.0100 -.0900.
  
5. Invasive Species Prevention. Grantees and subcontractors must follow Minnesota DNR's Operational Order 113, which requires preventing or limiting the introduction, establishment and spread of invasive species during activities on public waters and DNR administered lands. This applies to all activities performed on all lands under this grant agreement and is not limited to lands under DNR control or public waters. Duties are listed under Sections II and III (pp. 5-8) of Operational Order 113 which may be found at [http://files.dnr.state.mn.us/assistance/grants/habitat/heritage/oporder\\_113.pdf](http://files.dnr.state.mn.us/assistance/grants/habitat/heritage/oporder_113.pdf).

## 2013 FEDERAL ASSURANCES NON-CONSTRUCTION PROGRAMS

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation purchases.

8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508) and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (1) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§ 1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§ 7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§ 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-248 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1995 and OMB Circular A-133, "Audits of State, Local Governments and Non-Profit Organizations." \*(see below).
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

*\*If the COUNTY (as defined on page 1 of this grant) expends more than \$500,000 in federal assistance per year, it agrees to have a program-specific or single audit made in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133 - "Audits of States, Local Governments and Non-Profit Organizations." Copies of the audit report are required to be sent to the following: 1) Office of the State Auditor - Single Audit Division, Suite 400, 525 Park Street, St. Paul, MN 55103, 2) Minnesota Department of Natural Resources, Internal Audit Section - Office of Management & Budget Services 500 Lafayette Road, St. Paul, MN 55155. and 3) The Federal Single Audit Clearinghouse located at: Bureau of the Census, Data Preparation Division, 1201 East 10<sup>th</sup> Street, Jeffersonville, IN 47132.*

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



To: Chairperson, Aitkin County Board of Commissioners Date: 8-21-13

Via: Patrick Wussow, County Administrator

From: Patrick Wussow, County Administrator

Title of Item:

MN DNR Request to Acquire Property

Requested Meeting Date: 8-27-13 Estimated Presentation Time: \_\_\_\_\_

Presenter: Patrick Wussow, County Administrator

**Type of Action Requested** (check all that apply)

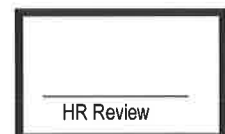
- For info only, no action requested
- For discussion with possible action
- Let/Award Bid or Quote (attach copy of basic bid/quote specs or summary of complex specs, each bid/quote received & bid/quote comparison)
- Approve/adopt proposal by motion
- Authorize filling vacant staff position
- Request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

**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: MN DNR Request to Acquire an Additional 762 Acres of Land in Fleming Township to Enlarge Gun Lake State Wildlife Management Area**

**DATE: August 21, 2013**

Please review the attached letter from the Department of Natural Resources which in summary requests that the County Board "approve or disapprove the proposed acquisition" in Fleming Township. The parcel that the MN DNR is proposing to acquire is 762 acres of land in Section 4 and 5 of Fleming Township. Pheasants Forever, Inc. will be buying the land and in turn sell it to the MN DNR.

Staff has contacted Dave Kanz, MN DNR Acting Area Wildlife Supervisor and asked that he clarify if the DNR is required to follow MN Statute 97A.145 or if they are creating a "good working relationship" as their letter of August 6, 2013 is unclear if the DNR in this situation is required to have County Board approval or disapproval. We have been informed that additional information will be provided before and at the meeting with the County Board.

Mn Statutes 97A.145 (attached) identifies that the Aitkin County SWCD is to advise the County Board "on drainage and flood control and the best utilization and capability of the land." The SWCD discussed the issue at their August 20<sup>th</sup> Board meeting, a copy of their comments is attached.

Staff attended the Fleming Township Board meeting on August 14<sup>th</sup> when the Supervisors discussed the issue. Their official position is that they are neutral as they understand the issues and realize that they have no official authority.

Finally, staff is attaching a 2013 Field Progress report that relates to sharp-tail grouse and was discussed at the Fleming Township meeting. Emails are also included relating to the purchase price of the land and possible PILT payments.

The Board will need to determine if they are in favor of this project.

If you have questions, please contact me.

August 6, 2013

Aitkin County Commissioners  
217 2nd St NW  
Aitkin, MN 56431

Dear Commissioners,

Mr. Dennis Thompson and Mr. Timothy Thompson (Thompson Farms) have informed us of their desire to sell 762 acres of land in Sections 4 and 5 of Fleming Township to Pheasants Forever, Inc (see attached). Subsequently, Pheasants Forever, Inc. will then sell the subject property to the MN Department of Natural Resources (DNR) Section of Wildlife to become a part of the Gun Lake State Wildlife Management Area (WMA). We hope to acquire this property because it meets our criteria for development of a quality WMA and has, we believe, public support in the Aitkin County community.

In an effort to build on the good working relationship that the DNR has with county governments throughout the State, the DNR will be notifying county governments on all pending donations and acquisitions of land or easements for WMA purposes. For lands purchased by the DNR for WMA purposes, we will continue the requirement under Minnesota Statutes 97A.145 to obtain county board approval. As with all of our WMAs, this new addition will fall under the "in-lieu-of-tax" county tax payment schedule. With your approval, we are hopeful to add this land to our WMA system.

Acquiring this parcel will allow DNR to manage the Gun Lake WMA for the benefit of sharp-tailed grouse, ring-necked pheasants, turkey, and deer, while providing additional hunting, trapping, and wildlife viewing opportunities for the general public and Aitkin County residents.

If you have any questions, please feel free to contact me. Pheasants Forever and I will be in attendance at your next board meeting. We look forward to discussing this opportunity with you. Thank you for allowing us time on your agenda.

Sincerely,

A handwritten signature in cursive script, appearing to read "Dave Kanz".

Dave Kanz, MN DNR Acting Area Wildlife Supervisor  
218-927-6915

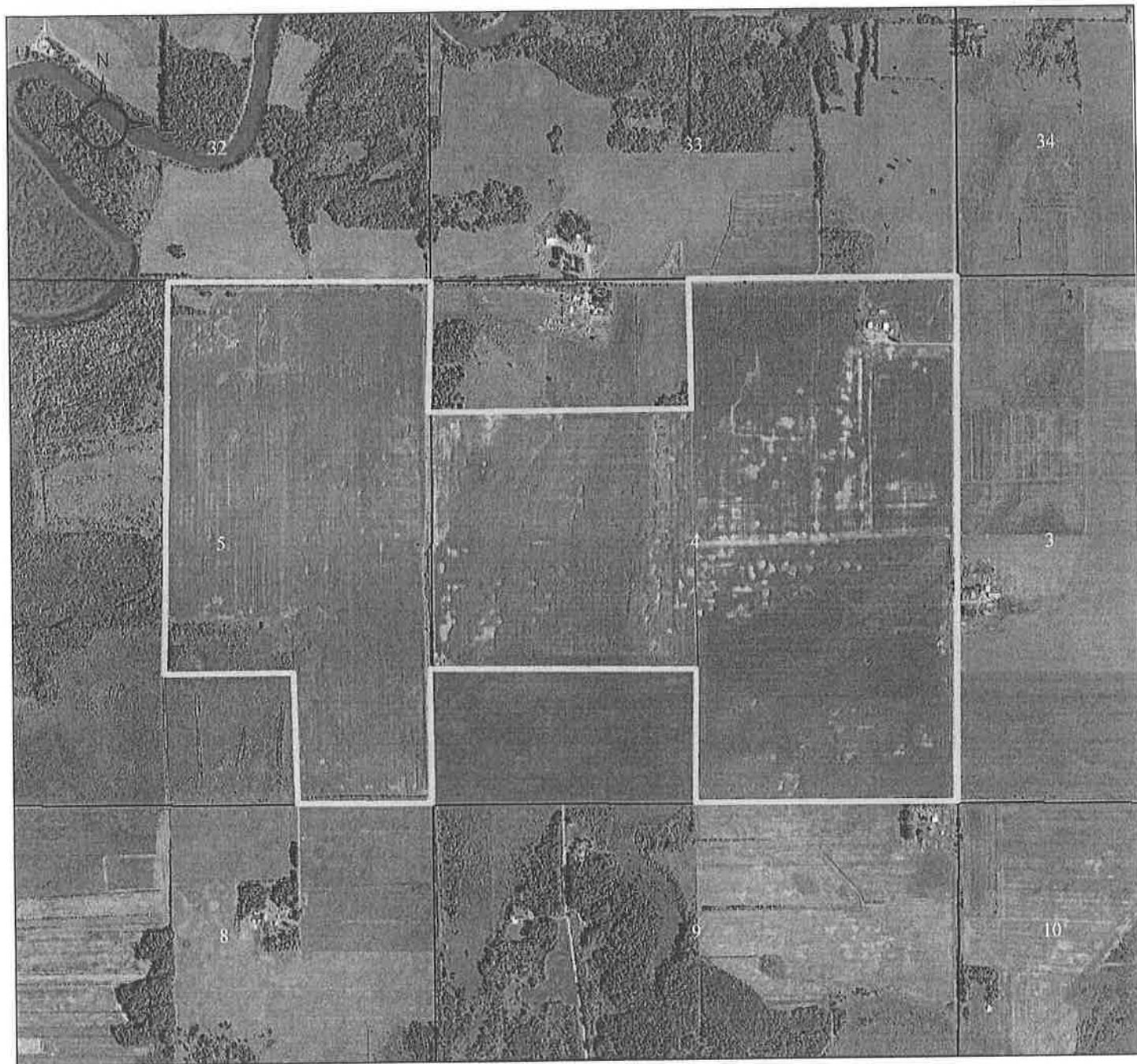
cc: Jeff Lightfoot— MN DNR Regional Wildlife Manager  
Kim Hennings—MN DNR Wildlife Land Acquisition Coordinator  
Joe Pavelko – PF MN Director of Conservation



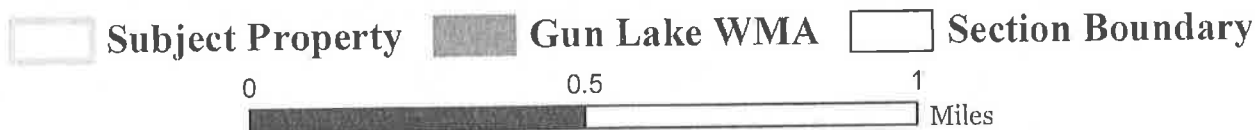
# Northeastern Minnesota Sharp-tailed Grouse Habitat Partnership



## Gun Lake WMA Addition 760 Acres



### Fleming Township, Aitkin County, MN



## 2012 Minnesota Statutes

### 97A.145 WETLANDS FOR WILDLIFE.

Subdivision 1. **Acquisition; generally.** (a) The commissioner or the commissioner of administration may acquire wetlands and bordering areas, including marshes, ponds, small lakes, and stream bottoms for water conservation relating to wildlife development. The lands that are acquired may be developed for wildlife, recreation, and public hunting. The wetlands may be acquired by gift, lease, purchase, or exchange of state lands.

(b) The commissioner may also acquire land owned by the state and tax-forfeited land that is suitable for wildlife development. The wetlands may not be acquired unless public access by right-of-way or easement from a public road is also acquired or available. In acquiring wetlands under this section the commissioner shall assign highest priority to type 3 and 4 wetlands, as defined in United States Fish and Wildlife Service Circular No. 39 (1971 edition), that are public waters. Lands purchased or leased under this section may not be used to produce crops unless needed for wildlife. The commissioner may designate, by written order published in the State Register, land acquired under this section as a wildlife management area for purposes of the outdoor recreation system. Designations of wildlife management areas are exempt from the rulemaking provisions of chapter 14 and section 14.386 does not apply.

Subd. 2. **Acquisition procedure.** (a) Lands purchased or leased under this section must be acquired in accordance with this subdivision.

(b) The commissioner must notify the county board and the town officers where the land is located and furnish them a description of the land to be acquired. The county board must approve or disapprove the proposed acquisition within 90 days after being notified. The commissioner may extend the time up to 30 days. The soil and water conservation district supervisors shall counsel the county board on drainage and flood control and the best utilization and capability of the land.

(c) If the county board approves the acquisition within the prescribed time, the commissioner may acquire the land.

(d) If the county board disapproves the acquisition, it must state valid reasons. The commissioner may not purchase or lease the land if the county board disapproves the acquisition and states its reasons within the prescribed time period. The landowner or the commissioner may appeal the disapproval to the district court having jurisdiction where the land is located.

(e) The commissioner or the owner of the land may submit the proposed acquisition to the Land Exchange Board if: (1) the county board does not give reason for disapproval, or does not approve or disapprove the acquisition within the prescribed time period; or (2) the court finds that the disapproval is arbitrary and capricious, or that the reasons stated for disapproval are invalid.

(f) The Land Exchange Board must conduct a hearing and make a decision on the acquisition within 60 days after receiving the proposal. The Land Exchange Board must give notice of the hearing to the county board, the commissioner, the landowner, and other interested parties. The Land Exchange Board must consider the interests of the county, the state, and the landowner in determining whether the acquisition is in the public interest. If a majority of the Land Exchange Board members approves the acquisition, the commissioner may acquire the land. If a majority disapproves, the commissioner may not purchase or lease the land.

Subd. 3. **Management.** If a drainage outlet is petitioned and drainage proceedings are conducted under the Drainage Code, chapter 103E, the commissioner should not interfere with or unnecessarily delay the proceedings.

**History:** 1986 c 386 art 1 s 28; 1990 c 391 art 10 s 3; 2004 c 221 s 40

## Habitat selection, nest success, and survival of female sharp-tailed grouse in relation to management of open landscapes in Minnesota

Primary Investigator:  
Lindsey M. Shartell, Ph.D.  
Forest Habitat Assessment Biologist  
Forest Wildlife Habitat Team  
MN DNR Division of Fish and Wildlife

### 2013 FIELD SEASON PROGRESS REPORT

August 19, 2013

During the spring of 2013, sharp-tailed grouse were trapped at five lek sites within the east-central sharptail range (Figure 1). Sharp-tailed grouse were captured using walk-in funnel traps and drift fences placed across the center of active lek sites. Traps were monitored beginning in late March when males were observed displaying at lek sites, however lek attendance by females (hens) occurred later than expected, peaking in early May. A total of 19 hens were trapped and radio-collared at sites in Aitkin (3 leks, 14 hens) and St. Louis (2 leks, 5 hens) counties from 1 May through 13 May 2013. In addition, one male was radio-collared at each lek site. All radio-collared sharptails were fitted with necklace style radio transmitters (ATS Model A3960) equipped with a 12-hour mortality sensor. Radio-collared grouse were located at minimum two times per week using truck mounted omni-directional antennas (ATS) and hand-held 2-element antennas (Telonics RA-23K) in combination with portable receivers (ATS R2000).

Throughout the breeding season, a total of 408 locations were obtained for 19 hen and 5 male radio-collared grouse. From 19 radio-collared hens, we were able to locate 17 first nests and 2 second nests. Nests were likely initiated by all hens in the study, however first nests were not able to be located for two hens, one of which was suspected to have initiated a nest that was lost in a prescribed fire on 24 May 2013. This hen initiated a second nest, as did one other hen that lost her first nest to depredation.

Of 19 total nest attempts, 14 successfully hatched at least one egg (74% nest success). The remaining five nests were lost to depredation, four of which were determined to be mammalian. Clutch size ranged from 10 to 13 eggs, with a mean clutch size of 11.3 ( $n=12$  nests). Mean hatch for successful nests was 8.8 eggs, and ranged from 1 to 13 successfully hatched eggs.

Hen survival during the nesting period was high, with no hen mortality occurring prior to nest depredation or hatch. Two hens died during the potential re-nesting period following nest depredation. Following hatch brood survival was low, with only 4 broods (29% of successful nests) remaining at 30 days post-hatch, and only 3 broods (21% of successful nests) remaining at 50 days post-hatch. Hen mortality likely contributed to this, with 6 hens dying while actively brood rearing. Of the three remaining broods, all are at Gun Lake, and brood size ranges from 2 to 7, with a total of 13 juveniles observed. Mortality during the brooding period (approximately 1 July – 15 August) was high for all hens, with a mortality rate of 67% for hens with broods ( $n=9$  hens) and 50% for hens that were unsuccessful nesting or previously lost broods ( $n=8$  hens). Thus hen survival across the entire breeding season was 37% (63% mortality). Male survival over this same period was 80% (20% mortality,  $n=5$  males). Cause of mortality was identified in

3 cases as avian and in 2 cases as mammalian predation. Differences in success and survival rates were observed among study sites (Table 1), however this data will require further analysis.

Habitat assessment plots were measured at nest sites, random non-nest sites, and brood rearing sites. Management history surrounding lek sites is currently being compiled. Analysis of habitat and management data will take place following a second season of trapping and tracking in 2014.

Table 1. Comparison of success and survival rates at study sites.

| Study Site     | Nest Success | Brood Success | Hen Survival |
|----------------|--------------|---------------|--------------|
| Sax (n=3)      | 100%         | 0%            | 0%           |
| Simek (n=2)    | 100%         | 0%            | 50%          |
| Rono (n=4)     | 50%          | 0%            | 0%           |
| Sherman (n=4)  | 75%          | 0%            | 25%          |
| Gun Lake (n=6) | 67%          | 50%           | 83%          |

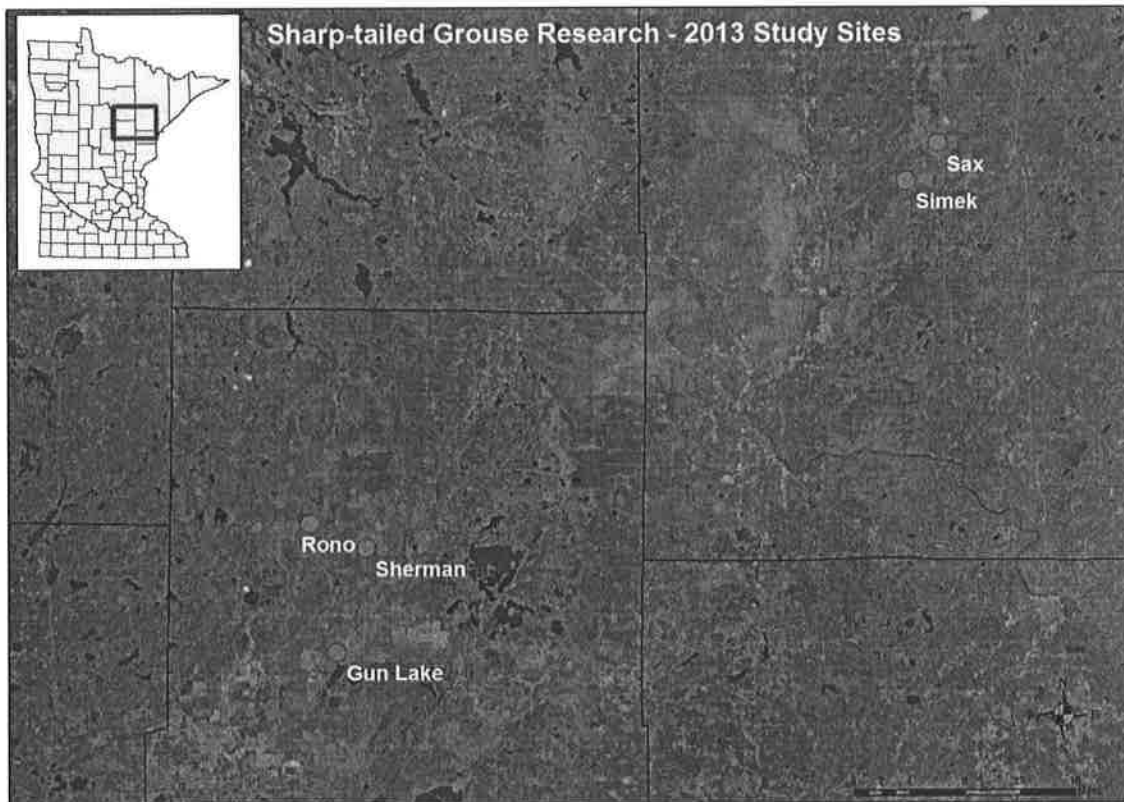


Figure 1. Study sites located in Aitkin and St. Louis counties, in the east-central portion of the sharp-tailed grouse range.

## Sue Bingham

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**From:** Patrick Wussow [patrick.wussow@co.aitkin.mn.us]  
**Sent:** Tuesday, August 06, 2013 3:46 PM  
**To:** 'Kanz, David J (DNR)'  
**Cc:** 'Sue Bingham'  
**Subject:** RE: County Board agenda

Dave

Statute 97A.145 identifies that the Aitkin County SWCD is to "counsel" the County Board on drainage and flood control and best utilization and capability of the land. I spoke with the SWCD staff and they could have their Board review the parcel of land and provide us with comments by August 21, which would allow County staff to include those comments in the report to the County Board at their August 27<sup>th</sup> regular meeting.

At this time, assuming all reports are received from SWCD on the 21<sup>st</sup> or before, your item will be reviewed by the County Board on August 27<sup>th</sup> at 10:00 a.m. in the County Board room. I also note that 97A.145 provides the County Board 90 days to approve or disapprove the acquisition after being notified, which starts with your notification today.

Please contact me if you have questions, but again at this time the item will not be discussed until August 27<sup>th</sup>.

---

**From:** Kanz, David J (DNR) [mailto:david.kanz@state.mn.us]  
**Sent:** Tuesday, August 06, 2013 3:07 PM  
**To:** Patrick Wussow  
**Cc:** Lightfoot, Jeff (DNR); Aarhus-Ward, Angela (DNR); Provost, Jodie (DNR); [jpavelko@pheasantsforever.org](mailto:jpavelko@pheasantsforever.org); Hennings, Kim R (DNR)  
**Subject:** RE: County Board agenda

Here are current calculations based on what Joe Pavelko found out.

Current Taxes - \$4,502  
PILT Payments – (based on \$2,363,000 appraised value) \$17,715

Please let me know if you need additional information.

Dave

---

**From:** Patrick Wussow [mailto:patrick.wussow@co.aitkin.mn.us]  
**Sent:** Tuesday, August 06, 2013 2:49 PM  
**To:** Kanz, David J (DNR)  
**Cc:** Lightfoot, Jeff (DNR); Aarhus-Ward, Angela (DNR); Provost, Jodie (DNR); [jpavelko@pheasantsforever.org](mailto:jpavelko@pheasantsforever.org); Hennings, Kim R (DNR)  
**Subject:** RE: County Board agenda

Dave:

Additional information is necessary. The Board will want to know what the PILT payment will be in relation to the current taxes. Will you be able to provide that by noon tomorrow?

Patrick Wussow  
Aitkin County Administrator

---

**From:** Kanz, David J (DNR) [<mailto:david.kanz@state.mn.us>]

**Sent:** Tuesday, August 06, 2013 2:43 PM

**To:** [patrick.wussow@co.aitkin.mn.us](mailto:patrick.wussow@co.aitkin.mn.us)

**Cc:** Lightfoot, Jeff (DNR); Aarhus-Ward, Angela (DNR); Provost, Jodie (DNR); [jpavelko@pheasantsforever.org](mailto:jpavelko@pheasantsforever.org); Hennings, Kim R (DNR)

**Subject:** County Board agenda

Pat,

Attached is our request to come to the County Board to seek approval for a new addition to the Gun Lake WMA. Please let us know when we are the agenda. We look forward to working with you.

Sincerely,

Dave Kanz  
Acting Area Wildlife Manager  
Aitkin/ Brainerd  
1200 Minnesota Avenue South  
Aitkin, MN 56431  
218-927-6915 x 251

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



To: Chairperson, Aitkin County Board of Commissioners      Date: August 21, 2013  
Via: Patrick Wussow, County Administrator  
From: Kirk Peysar, County Auditor

Title of Item:  
Lake Minnewawa Lake Improvement District

Requested Meeting Date: Aug 27th Estimated Presentation Time: 15 mins

Presenter: Kirk Peysar

**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  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)**

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

August 21, 2013

To: Board of Commissioners

From: Kirk Peysar, County Auditor

Re: Lake Minnewawa LID referendum

The results of the referendum conducted for the Lake Minnewawa LID are as follows:

239 YES

117 NO

356 ballots were returned of the 518 sent. (69 percent)

Pursuant to Minnesota Statute 103B.545 the stay on establishing the district is lifted when a majority of those voting vote in favor of the district.

The next step would be to call for a public hearing since we did not get to that step previously.



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



To: Chairperson, Aitkin County Board of Commissioners Date: July 31, 2013

Via: Patrick Wussow, County Administrator

From: Sally M. Huhta, Deputy Auditor

Title of Item:

White Pine Logging & Threshing Show

Requested Meeting Date: August 27, 2013 Estimated Presentation Time: 10 min.

Presenter: Kirk Peysar, County Auditor

**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)
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- 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) Notice of Hearing

**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  
NOTICE OF HEARING**

Notice is hereby given that a public hearing will be held by the Aitkin County Board of Commissioners, in the Courthouse Annex, Aitkin, Minnesota, at 11:00 A.M. on the 27<sup>th</sup> day of August, 2013, for the purpose of hearing all those who wish to be heard on the request for an assembly permit by John Langenbach, for an event to be held August 31 - September 2<sup>nd</sup>, 2013 at the White Pine Logging & Threshing Show, located in the Town of Williams, Aitkin County, Minnesota.

By Order of the Aitkin County Board.

Kirk Peysar  
Aitkin County Auditor

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

ADOPTED August 27, 2013

By Commissioner: xx

**082713-0xx**

**White Pine Logging & Threshing Show**

**BE IT RESOLVED**, the Aitkin County Board of Commissioners agrees to approve the following Application for Large Assembly:

White Pine Logging & Threshing Show – Williams Township.

This is scheduled to take place August 31, September 1 & 2, 2013 from 7:00 A.M. to 12:00 Midnight.

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 27<sup>th</sup> day of August A.D., 2013, 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 27<sup>th</sup> day of August A.D., 2013

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: August 21, 2013  
Via: Patrick Wussow, County Administrator  
From: Kirk Peysar, County Auditor

Title of Item:  
Sales Tax Exemption

Requested Meeting Date: Aug 27th Estimated Presentation Time: 15 mins

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: \_\_\_\_\_

**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) Fact Sheet 176 and Q & A Information

**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

August 21, 2013

To: Board of Commissioners

From: Kirk Peysar, County Auditor

Re: Sales Tax Exemption Legislation

The 2013 Legislative session passed an expanded exemption for sales and use tax to include local government units. The exemption is effective January 1, 2014 for purchases used in providing certain government services pursuant to M.S. 297A. The exemption does not apply to purchases under M.S. 297B (motor vehicles) unless those purchases are otherwise exempt. Further exclusions include those services that are generally provided by a private business; lodging; meals; materials included in a lump-sum or similar contract.

At this time it is believed that purchases by a joint powers agency and similar agencies will continue to be subject to sales and use tax.

Further analysis of the intent of the legislation is pending at this time by the Minnesota Department of Revenue.

Attached are Fact Sheet 176 and Q & A information on the topic.

# Local Governments – Cities, Counties, and Townships

176

## Sales Tax Fact Sheet 176

This fact sheet explains sales tax exemptions that apply to local governments.

### What's New in 2013

Starting January 1, 2014, cities and counties are exempt from sales and use tax on purchases used to provide certain government services. Townships have had this exemption since October 1, 2011.

Cities and counties must pay sales tax on most taxable purchases made through December 31, 2013.

Minnesota Statutes, section 297A.70, subdivision 2, allows local governments to buy some goods and services without paying sales and use tax.

For purposes of this exemption, “local governments” means only cities, counties, and townships. It does **not** apply to special taxing districts, joint powers agreements, or joint powers entities such as Counties Transit Improvement Board or Metropolitan Council.

To qualify, purchases must meet the following requirements:

- The purchases are “inputs,” used to provide government services (see Nontaxable Purchases, below, and Other Taxable Purchases, next page).
- The purchases are not used as inputs to services that are generally provided by a private business (see Taxable Purchases, on next page).
- The purchases are billed to, and paid directly by, the local government. (Employee purchases that are reimbursed are taxable.)

For each eligible purchase, local government must give the seller a completed exemption certificate (Form ST3). Select “B” as the reason for exemption.

### Nontaxable Purchases

Purchases of items or services are exempt if they’re used to provide local government services that are not generally provided by a private business.

For example, purchases used to provide the following services would be exempt:

- Housing services
- Sewer and water services
- Wastewater treatment services
- Ambulance services
- Public safety services
- Correctional services
- Chore or homemaking services for residents who are elderly or disabled
- Road and street maintenance
- Lighting

### Examples of what local governments can buy exempt:

- Gravel, sand, salt, and salt/sand mixtures
- Lawn care, tree, bush, shrub, and stump removal services
- Office supplies, office equipment, and telephone service
- Machinery and equipment (other than motor vehicles), accessories for public safety, and road and bridge maintenance
- Fuel and construction materials (see below)

**Fuel.** Local governments are exempt only from sales and use tax on fuel when used to provide exempt services. They still must pay the state road tax on gasoline or undyed diesel.

**Construction materials.** Local governments are exempt from sales tax on purchases of construction materials for their own use, such as materials to upgrade their correctional facility. (For more information, see Contracts to Improve Real Property, next page.)

Purchases of culverts the government will install into real property are exempt from sales tax. But if they sell culverts at retail to landowners – without installation – the sale is taxable. (They may purchase the culverts exempt for resale by selecting “H” as the reason for exemption on Form ST3.)

### **Taxable Purchases**

The exemption does **not** apply to purchases used to provide services that are generally provided by a private business. Examples include:

- Liquor stores
- Gas and electric utilities
- Golf courses
- Marinas
- Health and fitness centers
- Community and sports centers
- Campgrounds
- Cafes
- Laundromats
- Waste management

Local governments must pay tax on purchases used to provide these services or others that are generally provided by a private business.

### **Other Taxable Purchases**

The local government exemption does not apply to:

- Purchases of lodging, prepared food, candy, soft drinks, and alcoholic beverages.
- Certain purchases by a city, county or town cemetery, such as equipment, furniture, office supplies and computers.

However, lawn maintenance services for the cemetery’s burial grounds are exempt – such as mowing, raking, and tree and bush trimming. (For more information, see Fact Sheet 121, Lawn and Garden Care, Tree and Bush Service, Landscaping.)

- Solid Waste Management Tax
- Purchases of repair labor that is taxable starting July 1, 2013, for certain equipment and machinery. (For more information, see Fact Sheet 152B, Labor – Repair for Businesses.)

### **Motor Vehicles**

Local governments can buy certain motor vehicles exempt from the state’s motor vehicle sales tax. These include:

- Municipal fire trucks, marked police patrol vehicles, and ambulances that do not have to be registered.
- Road maintenance vehicles (for townships only). This includes snowplows, dump trucks, and others used exclusively for road maintenance – except for automobiles, vans or pickup trucks.
- Transit vehicles used by public or private transit operators, such as city or town buses and vehicles used to provide special transportation services for elderly or disabled residents. To qualify for this exemption, the transit operator must:
  - receive financial assistance or reimbursement under Minnesota Statutes, sections 174.24 or 473.384; or
  - operate under Minnesota Statutes, sections 174.29, 473.388, or 473.405.

### **Contracts to Improve Real Property**

This exemption does not apply to material purchases when a local government hires a contractor under a lump-sum contract that includes both labor and materials.

Contractors do not charge sales tax to their customers on construction contracts. A contractor must pay sales or use tax on the cost of all materials, supplies, and equipment to complete the construction contract unless authorized to act as the local government’s purchasing agent.

For more information on construction contracts and how to appoint a contractor as a purchasing agent, see Fact Sheet 128, Contractors, and Revenue Notice 95-05, Construction Contracts—Purchasing Agent Exemption.

## **Local Taxes**

Local governments are exempt from local general sales or use taxes. However, they must pay other types of local taxes, such as restaurant, liquor, or lodging taxes.

### **References**

- M. S. 297A.67, subd. 25, Maintenance of cemetery grounds
- M. S. 297A.68, subd. 19, Petroleum products
- M. S. 297A.70, subd. 2, Sales to government
- M. S. 297A.70, subd. 3, Sales of certain goods and services to governments
- M. S. 297B.03, Exemptions
- Revenue Notice 95-05, Construction Contracts – Purchasing Agent Exemption
- Revenue Notice 12-08, Exemption for Towns

### **Other Fact Sheets You May Need**

- No. 121, Lawn and Garden Care, Tree and Bush Service, Landscaping
- No. 123, Athletic Facilities, Recreational Areas, Resorts, and Campgrounds
- No. 128, Contractors
- No. 142, Sales to Governments
- No. 152B, Labor – Repair for Businesses



## **What is the local government exemption for Sales Tax?**

This exemption lets local governments buy taxable goods and services without paying sales tax, with certain exceptions. (The law that applies is Minnesota Statutes, section 297A.70, subdivision 2.)

Townships already receive this exemption. Cities and counties will qualify starting Jan. 1, 2014.

The exemption applies to purchases of goods and services that are “inputs” – used to provide local government services. However, a local government must pay tax on purchases used to provide services that are generally provided by a private business, such as a municipal liquor store or golf course.

**Note:** The exemption applies only to sales and purchases made by cities, counties, and townships; it does not apply to other local government agencies. Therefore, in this document, “local government” refers to townships, cities, and counties.

## **What is the effective date of the local government exemption?**

The local government exemption is expanded to include cities and counties effective for sales and purchases made beginning Jan. 1, 2014. The exemption already applies to townships.

## **Does the local government exemption apply to special taxing districts?**

No, it applies only applies to cities, counties, and townships. To determine how sales tax applies to purchases by special taxing districts, see Fact Sheet 142, Sales to Governments.

## **Is Form ST3, Certificate of Exemption, the only way to claim the exemption?**

Yes. A local government must provide the vendor with a fully completed Form ST3 for eligible purchases. Select reason “B” for the exemption and write “local governments” in the space provided.

## **What if a local government provides Form ST3, but a vendor insists that sales tax must be paid?**

Work with the vendor to determine what additional information is required to claim the exemption. The Minnesota Department of Revenue can’t require a vendor to accept an exemption certificate. Out-of-state vendors may have to follow different guidelines when accepting an exemption certificate, depending on laws in their state.

If Minnesota sales tax was paid when it wasn’t owed, the local government may be able to request a sales tax refund from the department (see next question).

## **How does a local government request a refund if sales tax is paid but not owed?**

If sales tax was paid in error, file Form ST11PUR, Purchaser Sales Tax Refund Claim. The purchaser must have a valid Minnesota tax ID number and the claim must exceed \$500.

**Can a local government official or employee claim the exemption if they pay with a personal check or credit card and are later reimbursed?**

No. To qualify for the exemption, the purchase must be billed to and paid for directly by the local government.

**Is the local government entitled to a refund if a third party pays sales tax for an item purchased on its behalf?**

No. The exemption does not apply to purchases by a third party. The purchases must be billed to and paid for directly by the local government to qualify for the sales tax exemption.

**How should sales tax be handled for out-of-state purchases?**

Goods that are ordered from another state and delivered to Minnesota are taxable in (“sourced to”) Minnesota. The local government must provide a completed Form ST3 to purchase the goods exempt from Minnesota sales tax.

If the local government picks up goods in another state, it may provide the vendor with a completed exemption certificate. But the local government may still be legally required to pay that state’s sales tax.

**Is there a list of items or services that local governments can purchase exempt from sales tax?**

Purchases of items or services are exempt if they’re used to provide local government services that are not generally provided by a private business. For example, purchases used to provide the following services would be exempt:

- Housing services
- Sewer and water services
- Wastewater treatment services
- Ambulance services
- Public safety services
- Correctional services
- Chore or homemaking services for the elderly or disabled
- Road and street maintenance services
- Lighting

**Does the local government exemption apply to purchases of motor vehicles?**

Not in most cases. However, the exemption does apply to snowplows and dump trucks used for road maintenance (for townships only).

**Does the local government exemption apply to leases of motor vehicles?**

No.

**Do local governments still qualify for a sales tax exemption for purchases of repair and replacement parts for emergency rescue vehicles, fire trucks, fire apparatus, firefighter personal protective equipment, or bullet-resistant body armor?**

Yes.

**Do local governments still qualify for the bridge and road maintenance exemption?**

Yes. Gravel, machinery, equipment and accessories purchased by a local government and used exclusively for road and bridge maintenance are exempt from sales tax.

**Does the local government exemption apply to purchases of gravel, sand, salt and salt/sand mixtures?**

Yes.

**Does the local government exemption apply to purchases for construction purposes?**

In some cases. Local governments are exempt from sales tax on purchases of construction materials, such as materials to upgrade a town hall or county jail. To qualify for the exemption, the construction materials must be billed to and paid for directly by the local government. Purchases made by contractors and subcontractors on behalf of the local government are not eligible for the exemption unless there is a valid purchasing agent agreement in place.

**Does the local government exemption apply to phone services that are used to provide local government services?**

Yes, as long as the phone service is not an input to a good or service that is generally provided by a private business, as explained above. For example, phone services purchased by a city fitness center would not be exempt.

**Does the local government exemption apply to purchases of tree, bush, shrub and stump removal services?**

Yes, as long as these services are not inputs to a good or service that is generally provided by a private business, as explained above. For example, tree removal services purchased by a municipal golf course would not be exempt.

**Does the local government exemption apply to lodging, prepared food and beverages?**

No. Local governments must pay sales tax on purchases of lodging, prepared food and beverages (including alcoholic beverages).

**What kind of goods or services can a local government purchase exempt from sales tax?**

The exemption applies to a range of goods and services that are normally taxable, as long as the local government provides a completed exemption certificate to the vendor and meets the other requirements,

as explained above. Examples include office supplies, office equipment, telephone service, or other goods and services used in the local government's administrative offices.

**If the local government owns and operates the only liquor store in the locality does it have to pay sales tax on goods or services used to operate the liquor store?**

Yes. It doesn't matter if a local government's liquor store is "in competition" with private business or not. The local government must pay sales tax on any goods or services that would be taxable to any other liquor store. Examples include fixtures, cash registers, office supplies, telephone services, and building cleaning services.

**Are culverts exempt from sales tax when purchased by the local government?**

It depends. If the local government will install the culverts into real property (and not sell them at retail), the culverts are exempt from sales tax. The local government should give the vendor a completed exemption certificate, claiming the local government exemption.

If the local government will be selling the culverts at retail (but not install them), the culverts are taxable at the time of the retail sale. The local government should give the vendor a completed exemption certificate, claiming the resale exemption. Then the local government should collect and remit sales tax when it sells the culverts at retail.

**Are local governments exempt from Solid Waste Management Tax?**

No. The local government exemption applies only to sales taxes.

**Should local governments collect sales tax on the sales of surplus materials?**

Yes. The sale of surplus materials is taxable.

**Does the local government exemption include joint powers agreements or joint powers entities?**

No. To receive the exemption, the purchase must be made directly by the respective city, county, or township.

**Do cities and counties have to pay sales tax on repairs and maintenance of their electronic and precision equipment for the rest of 2013?**

Yes. Until Jan. 1, 2014, cities and counties must pay sales tax on any repair or maintenance that can be deducted on their federal tax return. Townships are already exempt.

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



To: Chairperson, Aitkin County Board of Commissioners      Date: 8/21/13

Via: Patrick Wussow, County Administrator

From: Ross Wagner, Economic Development & Forest Industry Coordinator

Title of Item: Tourism and Promotion Grants

Requested Meeting Date: 8/27/13    Estimated Presentation Time: 10 Minutes

Presenter: Ross Wagner

**Type of Action Requested** (check all that apply)

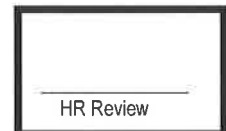
- |  |   |
|--|---|
| <input type="checkbox"/> For info only, no action requested  | <input type="checkbox"/> Approve under Routine Business                                 |
| <input type="checkbox"/> For discussion only with possible future action   | <input type="checkbox"/> Adopt Ordinance Revision                                       |
| <input type="checkbox"/> Let/Award Bid or Quote (attach copy of basic bid/quote specs or summary of complex specs, each bid/quote received & bid/quote comparison) |   |
| <input checked="" type="checkbox"/> Approve/adopt proposal by motion   | <input type="checkbox"/> Approve/adopt proposal by resolution (attach draft resolution) |
| <input type="checkbox"/> Authorize filling vacant staff position   | <input type="checkbox"/> Approve under Consent Agenda                                   |
| <input type="checkbox"/> Request to schedule public hearing or sale  | <input type="checkbox"/> Other (please list) _____                                      |
| <input type="checkbox"/> Request by member of the public to be heard   |   |
| <input type="checkbox"/> 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 ) Copy of Applications and List of Grants

**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:** August 21, 2013

**SUBJECT:** Tourism Promotion and Development Grants

Aitkin County received two applications for the Tourism and Promotion Grants;

- McGrath Historical Society, requested \$650.00 to prepare and distribute a McGrath area/Southern Aitkin County event brochure.
- Jaques Art Center, requested \$1,000.00 to promote the Jaques and upcoming events.

The Economic Development Committee reviewed both requests and recommends funding both for the requested amount.

McGrath Historical Society, this brochure would cover an area that has not traditionally had one and would be available for placing at Trade Show Booths and would be mailed to McGrath area residents and Alumni. The brochure highlights area events and lodging establishments for tourists.

Jaques Art Center, funds would be used to promote the Jaques and upcoming events on Public TV and other area media outlets. The committee noted the number of out of county members of the Jaques. Creating more awareness of the Jaques through promotions and advertising could bring new members as well as first time visitors into the county. The committee stipulated that the funds promote the Jaques as a whole and to promote the events it will be hosting rather than just the Harvest Dinner.

**Aitkin County**  
**Application for Aitkin County Tourism Promotion and Development Grants**  
**January 1, 2013 - December 31, 2013**

**DEADLINE:** Grant requests must be submitted to ACTPDG c/o Ross Wagner, Aitkin County Courthouse, 217 2nd St. N.W.#131, Aitkin, MN 56431. Funding recommendations will be considered at the regularly scheduled meeting of the Aitkin County Economic Development Committee in May and August. Application deadline for the May meeting is April 26<sup>th</sup> and deadline for the August meeting is July 31<sup>st</sup>.

Committee recommendations will be submitted to the Aitkin County Board of Commissioners for final approval.

**Event/Activity Eligibility:** Tourism Grant Funds shall be used to market tourism and related events that will benefit Aitkin County. Funds shall be targeted towards attracting new, repeat and extended stay tourism visitations to Aitkin County or activities that will enhance the Aitkin County economy. Events eligible for funding include: community/recreational events such as races, rides, tournaments, shows and exhibits; community celebrations; logistic and informational materials for tourism related information booths or trade shows and other. Eligible uses include radio, newspaper, TV, signage, internet, brochures and other related advertising; printed publications and marketing promotions.

Tourism grant funds shall not be used for salaries, awards, prizes or gifts. Maximum grant amount is \$1,000.00 minimum is \$100.00.

**General Criteria for funding annual or repeat events.** Annual events are described as events such as 4<sup>th</sup> of July Celebrations, annually held races or contests and similar type events. New annual events will be considered for funding. Repeat annual events may be considered if the event changes in a significant way or if the event wants to try new advertising/promotion activities to reach a significantly new market. Tourism funds are not intended to be used an annual subsidy or line item budget amount.

**APPLICANT INFORMATION**

**Note: No reimbursement grants will be awarded.**

**1. PROGRAM INFORMATION**

**Project Name:** So. Aitkin County Brochure  
**Date(s) of Program:** Year Round **Location of Program:** \_\_\_\_\_  
**Organization/Community Name:** McGrath Historical Committee, Inc  
**Person in Charge of Project:** Darlene Maciej  
**Organization Mailing Address (Street Name or P.O. Box or Route and Box # and City and Zip Code):**  
P.O. Box 216 McGrath MN 56350  
**Contact Person's Phone #:** 320-592-0222  
**Legal Status of Organization:** \_\_\_\_\_ **Unit of Government (for example cities, townships etc.)**  
 **Non-profit Tourism Association**  
 **Non-profit Association**

**Is your organization registered as a nonprofit corporation with the Secretary of State?** Yes  
 If yes, please include a copy of your certificate of corporation. (Local units of government do not need to file.) In multi-community/multi-organization projects, only the entity responsible for signing documents and administering funds needs to be registered. Use your registered name on all documents.

**Description/focus/purpose of your organization** Preserve and educate on past history document & share present history.

**2. FUNDING:**

Amount requested from Aitkin County Tourism (ACTGAC) \$ 650.<sup>00</sup>  
 (Minimum \$100.00, maximum request is 1,000.00)  
 Amount of your organization's match \$ 100.<sup>00</sup>  
 Total projected budget \$ 750.<sup>00</sup>

3. PROJECT/EVENT DESCRIPTION: Be concise and complete; attach supporting information if needed.

Distribute event info on 500 line + southern Aitkin County with mailings to ATV + Snowmobile clubs. Display at NW Sports Show Booth and have on display at Tourism boards.

What do you hope to accomplish, how it will be done and specifically how the grant funds will be used.

To increase the 500 line trail usage by sending out notices with events and places to stay.

Explain how your project will bring visitors to or provide a positive economic impact on Aitkin County.

Once a visit is made, word of mouth will be sent and more visitors will come to spent time.

List target markets:

Where - geographic areas (s)  
All over Minnesota

List target audience:

Who - type of group or activity  
About 300 club with many members

Please estimate the number of people who will come from: Your local community and surrounding area: \_\_\_\_\_

There has been thousands coming From other communities in Minnesota: \_\_\_\_\_

And more will know + also come to events + at other times From outside of Minnesota: \_\_\_\_\_

4. PROJECT BUDGET: in the space below, provide a budget for the entire event.

ALL over

| Category          | ACTGAC Funds | Applicant Funds | Total  |
|-------------------|--------------|-----------------|--------|
| Printing          | 482.00       |                 | 482.00 |
| Mailings          | 168.00       |                 | 168.00 |
| Folding 4 mailing |              | 100.00          | 100.00 |
|                   |              |                 |        |
|                   |              |                 |        |
|                   |              |                 |        |
|                   |              |                 |        |
| TOTALS            | 650.00       | 100.00          | 750.00 |

NOTE: A written evaluation must be completed and returned to the Aitkin County Economic Development Committee within 30 days of the completion of the project/event to be eligible to receive future funds. Submit to; ACTDGP, c/o Ross Wagner, Aitkin County Courthouse, 217 2<sup>nd</sup> St NW, #131, Aitkin, MN 56431.

Signature: Official person for community/organization, who will be responsible for the funding request and returning the evaluation to the Aitkin County Tourism Grant Advisory Committee.

Name \_\_\_\_\_ Date: \_\_\_\_\_





**McGrath Historical Committee, Inc.** has been an organization in McGrath since 2009.

Townships include in the McGrath Historical Committee Inc. area are:

White Pine, Pliny, Seavey, Williams, Wagner, Millward (North and South), Idun, and One Unorganized (Jewett).

The location headquarters for the McGrath Historical Committee, Inc. may be found on Main Street in McGrath.

**Mission:** The mission of the organization shall be the collection, preservation and dissemination of knowledge about the history of the McGrath area and to relate that history to that of the State of Minnesota.



McGrath was originally a logging village. Mr. James E. McGrath acquired timberland along the Snake River in White Pine, Minnesota. In 1895 James McGrath built a tote road from Willow River to a logging camp, White Pine. In 1907 James McGrath learned of the SOO Line plans to enter into this area. He is said to have donated 40 acres of land and hence the city was named after McGrath.

The **White Pine Logging and Threshing Show** is a huge event for McGrath and surrounding area residents. It hosts vintage machinery, a working blacksmith shop, an immense tractor parade, a log cutting demonstration, basket making, along with a great flea market and plenty of good food and drink for everyone. It is one of the biggest social events of the area over Labor Day Holiday. Take a step back in time and enjoy.



**ATV Riding and Snowmobiling** are two of the biggest sports in McGrath. With the SOO Line trail etching through the city, riders can meet at the park. Also riders may eat at the park, Pour Lewey's or the McGrath Bar and Café. The trails are for exploring the extensive country side that our area provides within the State of Minnesota.



# WELCOME TO MCGRATH



**Founded by Loggers**

**Population: 80      Year 2010**

**Fire Department:  
19 Volunteers**

**Nearest State Park:  
Father Hennepin**

**Nearest Campgrounds: Snake  
River & 1865 Campgrounds**

**Howie's Mud Bog** is an event that takes place on the Labor Day weekend with mudding, camping and music. The Trucks with the big wheels venture in the mud all week end long. Campers roll in and spent the weekend parked.



**Giese Bed & Breakfast Inn** is one of the lodging facility in the McGrath area. The countryside surrounding the Inn has trails to walk to enjoy the peacefulness and beauty of nature. Everyone will be incline to grasp the changing seasons with a visit to the Inn. The secluded setting has an Antique & Collectible Gallery to browse through when you stay at the Inn. Thousands of items to select from as you browse through the two buildings on location. One huge building with collectibles from floor to ceiling along with the second building where the rooms are found on the second floor.

**Shire In The Woods** is located on County Road 2 which is seven miles North of McGrath and on CR 2 go East five miles. Discover one of the most quiet, peaceful resting places in the area. The cabins are available for pure relaxation. The SOO Line for ATV's and snowmobiles cuts across the lower corner of the property. From the SOO Line trail there is easy access to over night lodging at Shire in the Woods. Walking trails are to be found with your visit to Shire In the Woods. The property is surrounded by Solana State Forest which gives the privacy to visitors. There are several buildings to select from depending on the group size. One of the buildings is the sauna. The grounds have a large rose garden to view nature during the wonderful changing of seasons. Visit their web site for additional information [www.shireinthewoods.com](http://www.shireinthewoods.com).

## THE LOFT



**McGrath** is a small community with four churches and two bars in and near McGrath. **Pour Lewey's** is a place to eat, drink and be merry. The other bar, café, market and gas business is **McGrath Bar and Café** at the intersection of Hwy 18 and Hwy 65. **Vie's Place** is a nice stop for Artisan and Farmer's Market and Hay Bale gardens. All garden food is grown at the location. Motto: Something for everyone.

The McGrath city park is a wonderful area for families. The fireworks on the **4<sup>th</sup> of July** is viewed from the park. The 4<sup>th</sup> is a huge celebration. The day starts with a pancake breakfast followed by a parade, music, food vendors, log cutting contest, turtle racing, dancing and is topped off with the best and most spectacular fireworks.

Brainerd is 59 miles West of McGrath

Mpls./St. Paul is 87 miles South

Duluth is 85 miles NE

Nearest Cities are Isle - 18 miles  
Mora and McGregor 28 miles one  
North and one South and Giese 8  
miles East with Finlayson 18  
miles East.

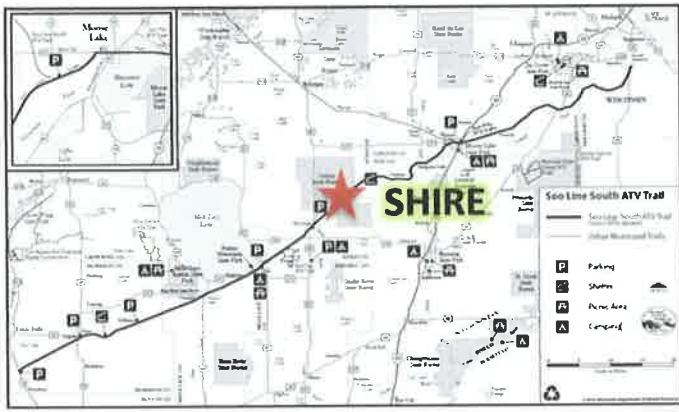


# SHIRE IN THE WOODS

7 unique cottages. Enjoy a wood burning fireplace or walk on one of our many trails or Labyrinth. The natural surroundings will nourish and rejuvenate your soul!

2 hours North of the Twin Cities • [www.shireinthewoods.com](http://www.shireinthewoods.com)  
shireinthewoods@outlook.com • 320-592-0180

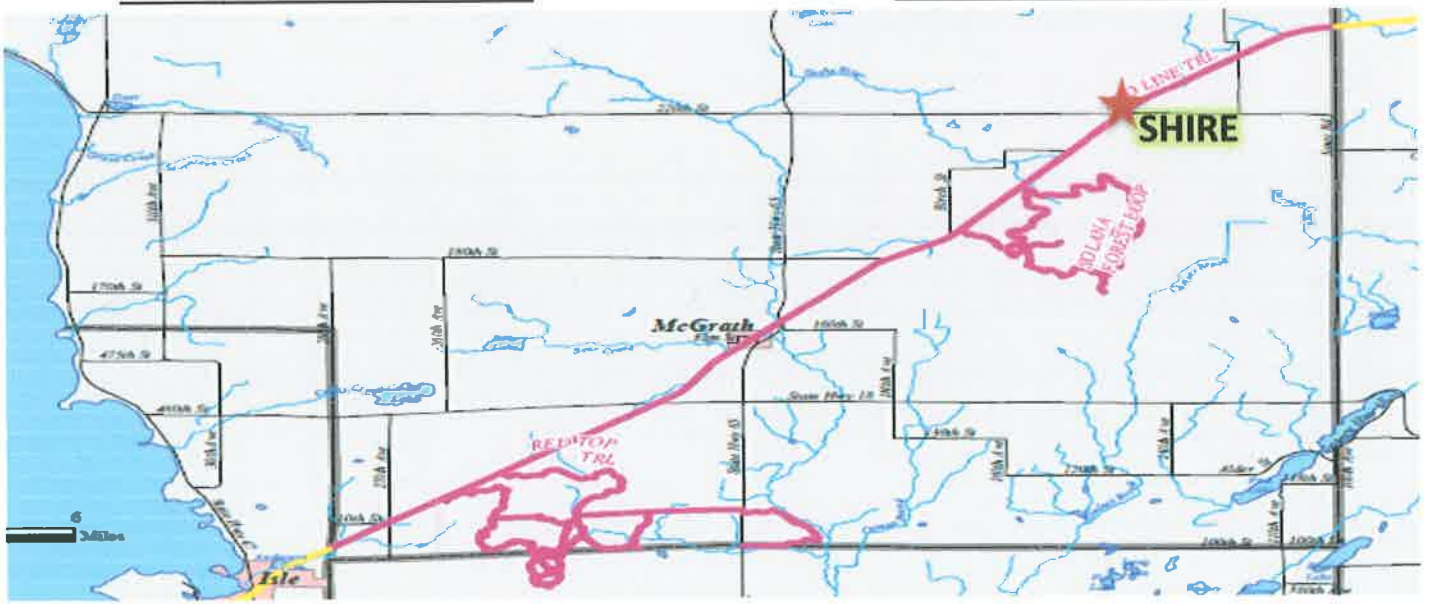
- Shire in the Woods is located on the Soo Line South Trail in the Solana State Forest.
- There is easy access to the heart of many miles of ATV and Snowmobile Trails.
  - There are 5 miles of walking trails in and around the Shire.
- There is easy access to the Solana State Forest for horseback riding or hunting.



SOO LINE SOUTH ATV TRAIL



SNOWMOBILE TRAILS



# THE TREE LODGE



The Tree Lodge has lots of space. There is a larger living room with a wood fireplace and a full length screened-in porch. The kitchen has a two-burner cooktop, refrigerator, microwave and toaster oven. There's a full bath on the main floor and upstairs. There is a single bed in the large living room on the first floor. Upstairs has an open room with single bed, and two additional bedrooms with two beds each. A CD player is also available.



# THE CEDAR HOUSE



The Cedar House is the largest of the buildings. The main floor has large open kitchen with standard appliances. The vaulted living room has a futon couch located in the living room so you can relax or sleep in front of the fireplace. The main floor has 3 bedrooms and a full bath with a Jacuzzi tub. There is a large, open loft area with 3 twin beds. Two of the main floor bedrooms have full size beds. The third bedroom as a lofted bed and a twin size bed. The full basement has a laundry room, a bath with shower, a single car tuck-under garage and two car tuck-under garage. There is table tennis available in the smaller garage. A CD player is also available.



- 7 unique places, each with its own fireplace ([www.shireinthewoods.com](http://www.shireinthewoods.com) to see all).
    - WiFi and internet available.
    - Cell phone coverage for most carriers.
    - Everything is included, just bring your food.
  - Commercial Kitchen available for large groups: you can prepare your own food, we can supply a chef to make your meals, or we can cater your food in from a nearby popular restaurant.
  - Satellite TV, 50" television with home theatre available when renting the Commercial Kitchen.
    - Special rates for large groups!
  - Check out more at [www.shireinthewoods.com](http://www.shireinthewoods.com).
- Call 320-592-0180 or email at [shireinthewoods@outlook.com](mailto:shireinthewoods@outlook.com) for questions or reservations.

**MODEL RESOLUTION FORM FOR NON-GOVERNMENTAL ORGANIZATIONS**  
(Print or type your resolution on your organization's letterhead or on a separate sheet of paper)

**Application for Aitkin County Tourism Development and Promotion Funds**

To: Aitkin County Board of Commissioners

From: McGrath Historical Committee, Inc.

WHEREAS, the McGrath Historical Committee, Inc. hereafter the "Applicant" is a non-profit corporation organized/operating under the laws of the State of Minnesota; and

WHEREAS, the Applicant has a need for a grant to provide information on events including the Historical Committee by mailing to ATV clubs and Snowmobile clubs in MN and have available at the NW Sports Show Booth and also placed on the Tourism boards in the area. (hereafter called the Project"); and,

WHEREAS, the Applicant has determined that it will need an ACTGAC Fund grant for \$650.00 in order to do the program/event; and,

WHEREAS, the Applicant has available One Hundred Dollars (\$100.00) as matching funds for the Program/Event; which funds the Applicant will not use as matching funds for any other programs or events; and

WHEREAS, the Applicant understands and agrees that ACTGAC Funds will not be used to reimburse the Applicant for any costs incurred prior to the date on which this Project/Event is approved by the Aitkin County Board of Commissioners;

NOW, THEREFORE BE IT RESOLVED that the Applicant organization hereby authorizes and approves making application to Aitkin County for a grant for \$650.00 to provide funds to do the program/event.

BE IT FURTHER RESOLVED that the Secretary of MHCI is hereby authorized and directed to sign and submit an application for the said grant monies and all applicable contracts, documents and agreements associated with the grant or application for it; and

BE IT FURTHER RESOLVED that Darlene Maciej is here by designated as the person who will supervise the Program/Event and successfully complete the Program/Event in a timely manner to the satisfaction of the Aitkin County Board of Commissioners.

ADOPTED: June 13, 2013

By: \_\_\_\_\_  
Its: Chairperson   
(President or other Chief Corporate Officer)

I, the undersigned Secretary of the Applicant organization, hereby certify that the above Resolution is a true copy of the Resolution duly passed, adopted and approved by the McGrath Historical Committee, Inc. on the June 13, 2013.

By: \_\_\_\_\_  
Its Secretary

**Aitkin County**  
**Application for Aitkin County Tourism Promotion and Development Grants**  
**January 1, 2013 - December 31, 2013**

**DEADLINE:** Grant requests must be submitted to ACTPDG c/o Ross Wagner, Aitkin County Courthouse, 217 2nd St. N.W.#131, Aitkin, MN 56431. Funding recommendations will be considered at the regularly scheduled meeting of the Aitkin County Economic Development Committee in May and August. Application deadline for the May meeting is April 26<sup>th</sup> and deadline for the August meeting is July 31<sup>st</sup>. Committee recommendations will be submitted to the Aitkin County Board of Commissioners for final approval.

**Event/Activity Eligibility:** Tourism Grant Funds shall be used to market tourism and related events that will benefit Aitkin County. Funds shall be targeted towards attracting new, repeat and extended stay tourism visitations to Aitkin County or activities that will enhance the Aitkin County economy. Events eligible for funding include: community/recreational events such as races, rides, tournaments, shows and exhibits; community celebrations; logistic and informational materials for tourism related information booths or trade shows and other. Eligible uses include radio, newspaper, TV, signage, internet, brochures and other related advertising; printed publications and marketing promotions.

Tourism grant funds shall not be used for salaries, awards, prizes or gifts. Maximum grant amount is \$1,000.00 minimum is \$100.00.

General Criteria for funding annual or repeat events. Annual events are described as events such as 4<sup>th</sup> of July Celebrations, annually held races or contests and similar type events. New annual events will be considered for funding. Repeat annual events may be considered if the event changes in a significant way or if the event wants to try new advertising/promotion activities to reach a significantly new market. Tourism funds are not intended to be used an annual subsidy or line item budget amount.

**APPLICANT INFORMATION**

**Note: No reimbursement grants will be awarded.**

**1. PROGRAM INFORMATION**

**Project Name:**

**Date(s) of Program:** Sept 7, 2013 **Location of Program:** Jaguars & Club Convention Center

**Organization/Community Name:** The Jaguars Art Center

**Person in Charge of Project:** Linda Zasmata

**Organization Mailing Address (Street Name or P.O. Box or Route and Box # and City and Zip Code):**

121 2nd St NW Aitkin, MN 56431

**Contact Person's Phone #:** 218-927-2363

**Legal Status of Organization:** \_\_\_\_\_ **Unit of Government (for example cities, townships etc.)**

\_\_\_\_\_ **Non-profit Tourism Association**

X **Non-profit Association**

**Is your organization registered as a nonprofit corporation with the Secretary of State?** yes

If yes, please include a copy of your certificate of corporation. (Local units of government do not need to file.) In multi-community/multi-organization projects, only the entity responsible for signing documents and administering funds needs to be registered. Use your registered name on all documents.

**Description/focus/purpose of your organization** The JAC mission is to create and present exhibits, workshops & programming in the arts for people of all ages & backgrounds

**2. FUNDING:**

Amount requested from Aitkin County Tourism (ACTGAC) \$ 1000.00  
 (Minimum \$100.00, maximum request is 1,000.00)

Amount of your organization's match \$ 4910.00

**Total projected budget** \$ 5910.00

3. PROJECT/EVENT DESCRIPTION: Be concise and complete; attach supporting information if needed.

The JAC (Jogues Art Center) will host the "Harvest Dinner" on Sat. Sept 7<sup>th</sup> at the 40 Club Convention Center. The event has been held at the Holm Farm for the last 7 yrs. We have changed the venue to attempt to increase attendance and exposure to the JAC beyond the community of Aitkin.

What do you hope to accomplish, how it will be done and specifically how the grant funds will be used.

We hope to increase awareness of the JAC and the community of Aitkin as a destination. By using television and newspaper ads in Northern MN and Duluth we think we will bring visitors to Aitkin.

Explain how your project will bring visitors to or provide a positive economic impact on Aitkin County.

The Harvest Dinner is a fun event and this year with a German theme will be especially happy! We believe diners will come & stay in local establishments & eat at restaurants in the vicinity. They will drive (from)

List target markets:

Where - geographic areas (s)

Northern Minnesota  
Duluth

List target audience:

Who - type of group or activity

those living in these areas

Please estimate the number of people who will come from: Your local community and surrounding area: \_\_\_\_\_  
From other communities in Minnesota: \_\_\_\_\_  
From outside of Minnesota: \_\_\_\_\_

4. PROJECT BUDGET: in the space below, provide a budget for the entire event.

| Category                      | ACTGAC Funds      | Applicant Funds | Total           |
|-------------------------------|-------------------|-----------------|-----------------|
| Lake and Public TV            | 400.00            |                 | 400.00          |
| Grand Rapids Herald           | 275.00            |                 | 275.00          |
| Duluth News Tribune           | 325.00            |                 | 325.00          |
| Aitkin & Sub. Age & Messenger |                   | 260.00          | 260.00          |
| Choniewski Band               |                   | 450.00          | 450.00          |
| Food & Expenses               |                   | 4,000.00        | 200.00          |
| Decor & Misc                  |                   | 200.00          | 4,000.00        |
| <b>TOTALS</b>                 | <b>\$1,000.00</b> | <b>4,910.00</b> | <b>5,910.00</b> |

NOTE: A written evaluation must be completed and returned to the Aitkin County Economic Development Committee within 30 days of the completion of the project/event to be eligible to receive future funds. Submit to; ACTDGP, c/o Ross Wagner, Aitkin County Courthouse, 217 2<sup>nd</sup> St NW, #131, Aitkin, MN 56431.

Signature: Official person for community/organization, who will be responsible for the funding request and returning the evaluation to the Aitkin County Tourism Grant Advisory Committee.

Name Linda Jarmata

Date: 7/31/13

through other areas of Aitkin County + hopefully  
will want to return.



# JAQUES Art Center & Gallery Gifts

Board of Directors  
Barden Heft  
*President*

Leslie Goble  
*Secretary*

Jerry Holm  
*President-Elect*

Cherie Holm  
*Treasurer*

Angie Barnhart

Dan Borseth

LaVonne Bowman

Katherine Ella

Angela Erickson

Ruth Hauge

Paul Hauge

Shirley Lundstrom

Ryan Menzel

Michael J. Ryan

Wayne Johnson

Linda Zasmata  
*Office Manager*

[info@jaquesart.com](mailto:info@jaquesart.com)

[www.jaquesart.com](http://www.jaquesart.com)

121 2nd St. NW

Aitkin, MN 56431

(218) 927-2363

Fax - (218) 927-4724

Hours: 11AM - 4PM  
Tuesday - Saturday

Jaques Art Center is committed to  
equal opportunity and equal access.



## *Celebrate the Arts!*

July 31, 2013

To: Aitkin County Board of Commissioners  
From: Jaques Art Center

WHEREAS, the Jaques Art Center is a non-profit corporation organized/operating under the laws of the State of Minnesota; and

WHEREAS, the Jaques has a need for a grant to fund advertising, which will provide an audience beyond Aitkin County an awareness of what the Jaques Art Center has to offer.

WHEREAS, the Jaques determined that it will need an ACTGAC Fund grant for \$1000 in order to do the program/event; and,

WHEREAS, the Jaques has available One Hundred Dollars (\$100) as matching funds for the Program/Event; which funds the Jaques will not use as matching funds for any other program or event; and

WHEREAS the Jaques understands and agrees that ACTGAC Funds will not be used to reimburse the Jaques for any cost incurred prior to the date on which this Project/event is approved by the Aitkin County Board of Commissioners;

NOW, THEREFFORE BE IT RESOLVED that the Jaques organization hereby authorizes and approves making application to Aitkin County for a grant for \$1000 to provide funds to do the program/event.

BE IT FURTHER RESOLVED that Linda Zasmata is hereby designated as the person who will supervise the Program/Event and successfully complete the Event in a timely manner to the satisfaction of the Aitkin County Board of Commissioners.

ADOPTED: July 31, 2013

By: Barden R. Heft   
Its: President, Board of Directors

I, the undersigned Secretary of the Jaques organization, hereby certify the the above Resolution is a true copy of the Resolution duly passed, adopted and approved by the Jaques Art Center on the 31<sup>st</sup> day of July, 2013

By: Leslie Goble   
Its; Secretary, Board of Directors

### *Mission Statement*

*The Jaques Art Center publicly presents exhibits, workshops, seminars and programming for people of all ages, cultures and backgrounds.*

*Its focus is to publicly present the arts including that of Francis Lee and Florence Page Jaques.*

## Jaques Art Center: Aitkin County Tourism Grant

### **Project Description:**

The Jaques Art Centers hosts a number of events and exhibits over the course of a year. In an attempt to increase attendance to the Jaques Art Center and its events in the community of Aitkin, we have changed the venue of one of our most popular fundraisers, the annual Harvest Dinner, to a larger location. We also have scheduled new exhibits and events that will involve the community and regional artists for the upcoming year of 2014.

Over three thousand people have visited the Jaques Art Center so far in 2013. Our membership base spans the United States with 37 families of members being from outside the state of Minnesota, 88 families inside the state and 330 families of local members of the Aitkin Community.

In our 2014 schedule, we will feature artists from the Brainerd area, the Duluth area and the Grand Marais area. We will also be featuring a 'Francis Lee Jaques' exhibit with the intent of increasing traffic from the metropolitan area.

### **We hope to accomplish:**

We hope to increase awareness of the JAC and the community of Aitkin as a destination by using television and newspaper ads in Northern Minnesota and the Duluth. We think this will bring visitors to Aitkin.

### **How will our projects bring visitors to Aitkin:**

The events and exhibits hosted by the Jaques Art Center are creative, entertaining and a delightful change of pace for all who visit. We believe that when people come and attend our events and visit the art center they stay in local establishments, visit local shops and eat at the local restaurants.

**Jaques Membership Details:**

**Other States**

**37 Households**

- Arizona - 7
- California - 8
- Colorado - 2
- Florida - 2
- Illinois - 2
- Iowa - 1
- Maine - 1
- Michigan - 2
- Missouri - 1
- Nevada - 1
- New Jersey - 1
- New Mexico - 1
- North Carolina - 1
- North Dakota - 1
- Oregon - 1
- Rhode Island - 1
- Tennessee - 1
- Washington - 2
- Wisconsin - 1

**Minnesota**

**88 Households**

- Palisade - 11
- Minneapolis - 9
- McGregor - 8
- Plymouth - 5
- Maple Grove - 4
- Shoreview - 3
- Minnetonka - 3
- Isle - 3
- Merrifield - 3
- Stillwater - 2
- White Bear Lake - 2
- Roseville - 2
- Champlin - 2
- Nisswa - 2
- Pengilly - 2
- Kettle River - 2
- Milaca - 2
- Wayzata - 1
- Vadnais Hts - 1
- Two Harbors - 1
- Swatara - 1
- So. St Paul - 1
- W. St Paul - 1
- Woodbury - 1
- Zimmerman - 1

- Royalton - 1
- St Peter - 1
- St Michael - 1
- Monticello - 1
- Mora - 1
- New Hope - 1
- Princeton - 1
- Isanti - 1
- Lake Crystal - 1
- Lindstrom - 1
- Mankato - 1
- Marcel - 1
- Miltona - 1
- Richfield - 1
- Randall - 1

**AITKIN - 330 HOUSEHOLDS**

## AITKIN-ITASCA-KOOCHICHING COMMUNITY HEALTH BOARD

### Summary Minutes

**Meeting Date: Thursday, August 8, 2013**

**Meeting Site: Blandin Foundation, Grand Rapids, MN**

### Financial Information:

- Reviewed the financial reports for various grants. Grants expenditures were on target for the year.

### Administrative Information:

- **Triad Update** - PH supervisors /directors, CHS Grants Manager and the MDH Public Health Nurse Consultant make up the Triad Group. The group has been meeting at least monthly and sometimes more frequently either by telephone conference or face-face this provides the opportunity to evaluate our processes and discuss future possibilities. The Triad last met in Duluth, in July, to work on the Community Health Assessment Plan. This is the assessment of our 3 counties with final deliverables due to MDH in Feb. 2015. At the July meeting we looked at the assessment pieces we have completed and what we need to do in the next year. Cynthia Bennett provided a manual which detailed the steps and helped the group visualize the process and the work completed. All 3 counties have reviewed their community assessment data with staff, and are now beginning community meetings to gain input related to community health needs. In addition the supervisors/director are working on completing the strategic plan, and then will complete the quality improvement plan that is required as part of the comprehensive community assessment.
- **Electronic Medical Records (EMR) CHAMP** - All 3 counties have now begun implementing this system effective July 1, 2013. The 3 counties have worked together to develop the same pathways for consistency between the counties. The system seems to be going well and staff are working well together to implement a new system.
- **Preparedness Update / Summit held** - Preparedness staff from each county attended a statewide summit held to introduce changes in the grant requirements and allow staff from each region to meet together to discuss areas which could more effectively be implemented on a regional level. It was reported that the federal government has changed the reporting and responsibilities. It appears that the grant requirements have increased while the funding has decreased.
- **Community Health Conference** – The annual Community Health Conference is scheduled for September 25-27, 2013. Board members are encouraged to attend. Reservation materials were provided at the Board meeting. L. Trunt made a motion to authorize the Community Health Board to pay expenses for Board members wishing to attend the Community Health Conference; H. Schjenken seconded the motion; motion carried.

- **Administrative Information (continued) :**
- **SHIP/CTG Update** – We have been able to bridge the money from the past grant cycle so will not have to stop activities and then resume. This period will go from July-September, 2013. The new grant cycle will begin October 1, 2013. Sue Erzar discussed a need for someone to hold the contract for the Itasca County SHIP Coordinator. When the SHIP grant was first started, Itasca County did not have an in-house staff person to take on the SHIP position. Itasca County SHIP was contracted with an external person. This contract was held by a program called Generations, which was contracting positions for the 7 county regional SHIP grant. This agency will not be able to continue to hold this contract in the new grant cycle. The Board discussed options for this position and a motion was made by L. Westerlund, to direct Itasca County to research working with the Itasca YMCA to explore contract options and develop a contract if needed. The motion was seconded by I. Williams, motion carried. B. McBride suggested the contract be reviewed by the County Attorney.
- **County Health Rankings** – At our last Board meeting, members were given copies of the County Health Rankings document which was developed by the Robert Wood Johnson Foundation. It was requested that we review this document at the August meeting. This document ranks various criteria which impact health such as behaviors, clinical care, physical environment, socio-economic factors. It provides these rankings for all counties in each state. We have received these rankings over the past few years, and we are able to look at some trends, but the Board was reminded that this type of ranking is a snapshot in time of these criteria and it is most useful as a reference for conversation regarding health trends. This document is also available online at [www.countyhealthrankings.org](http://www.countyhealthrankings.org).

## **Joint Powers Agreement**

We are waiting for completion of the review by all county attorneys and will bring the Joint Powers Agreement back to the Community Health Board for review when this is completed.

## **Local Public Health Report**

Sue Erzar, Itasca County Public Health Division Manager, is the tri-county CHS Local Public Health Association representative. The association does not meet in July, however Sue will participate in a workgroup meeting in August which will be reviewing the state Public Health Statute which has been in effect since 1986.

### **State CHS Advisory Committee (SCHSAC) Report**

Cynthia Bennett, Aitkin County Public Health Supervisor is the Tri-County CHS State CHS Advisory Committee Representative. Cynthia had provided a written report of the June Advisory Committee. There was no meeting in July. She noted that there was lots of excitement regarding legislative success in maintaining grant funding, especially for the Local Public Health Grant and SHIP.

### **State CHS Advisory Committee (SCHSAC) Report (continued)**

The Advisory Committee also worked on reviewing the Local Public Health Act. One area reviewed was the requirements for a CHS Administrator. It was suggested that the group meet with county representatives so that there is input from more than local public health staff. It was also noted that there will be conference call regarding the Health Exchange. These are open to anyone wishing to listen in. DHS and MDH will hire staff under a grant to work on the Exchange. Following the report, P. Karsnia made a motion to approve the report; I. Williams seconded the motion; motion carried.

### **Public Health Reports:**

- Reports were presented by public health staff from each county.

### **Next Meeting & Future Meeting Dates:**

- The next meeting of the Community Health Board will be October 10, 2013 in International Falls.