

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



To: Chairperson, Aitkin County Board of Commissioners Date: 10-01-2013

Via: Patrick Wussow, County Administrator

From: Julie Hughes, Chief Deputy Treasurer

Title of Item:

Affidavit for Duplicate of Lost Municipal Order or Warrant

Requested Meeting Date: 10-8-2013 Estimated Presentation Time: \_\_\_\_\_

Presenter: Julie Hughes

**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  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
- Copy of previous minutes related to this issue
- Other supporting document(s) (please list) Affidavit of Lost Municipal Order or Warrant

**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)**

Affidavit for Duplicate of Lost Municipal Order or Warrant

STATE OF MINNESOTA,

County of Aitkin

)  
) ss Century Link  
)

being duly sworn, on oath says; that (s)he is the owner of a certain Commissioner Warrant, dated the Fourteenth Day of August, 2012 Numbered 41187 issued by Aitkin County to Century Link in the sum of \$ 45.97 which has been LOST in the manner ("Lost" or "Destroyed") following, to wit:

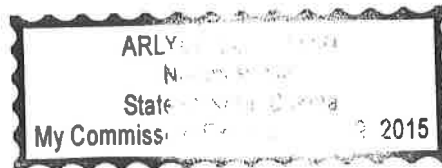
and that (s)he makes this affidavit for the purpose of having a duplicate thereof issued to him (her) according to law; and to that end herewith files his (her) indemnifying bond, with sureties to be approved, in the sum equal to double the amount of said Commissioner Warrant

Subscribed and sworn to before me this 26th day of September, 2013

Arlyz Lettmann  
Notary Public Burling County, Minnesota

My Commission Expires 9-29-15

North Dakota



Affidavit for Duplicate of Lost Municipal Order or Warrant

STATE OF MINNESOTA,

County of Aitkin

)  
) ss Pete Gansen  
)

being duly sworn, on oath says; that (s)he is the owner of a certain Commissioner Warrant, dated  
the Fourth day of January, 2013 Numbered 42997 issued by Aitkin County to Pete Gansen  
in the sum of \$ 67.10 which has been Lost in the manner  
("Lost" or "Destroyed")  
following, to wit:

and that (s)he makes this affidavit for the purpose of having a duplicate thereof issued to him (her)  
according to law; and to that end herewith files his (her) indemnifying bond, with sureties to be  
approved, in the sum equal to double the amount of said Commissioner Warrant

Pete G

Subscribed and sworn to before me this 27 day of September, 2013

Elizabeth A Harmon

Notary Public Aitkin County, Minnesota

My Commission Expires Jan 31 2015

