

ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS May 27, 2014 – 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)**
- 9:30** Break
- 9:40** F) **Citizens' Public Comment** – Comments from visitors must be informational in nature and not exceed (5) minutes per person. The County Board generally will not engage in a discussion or debate in those five minutes but will take the information and find answers if that is appropriate. As part of the County Board protocol, it is unacceptable for any speaker to slander or engage in character assassination at a public Board meeting.
- 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 May 13, 2014 – May 26, 2014**
B) **Approve 5/13/14 County Board Minutes**
C) **Approve Sale of Vehicles – Sheriff's Dept.**
D) **Accept \$50 Donation to STS – Patricia Lee**
E) **Adopt Resolution – 2014 Federal Boating Safety Patrol Supplemental Grant**
F) **Approve Duplicate of Lost Warrants – Health & Human Services**
G) **Accept \$76.50 Donation to Vet Van – American Legion Auxiliary, Unit 23, in McGregor**
H) **Approve Resolution – Highlifter Quadna Mud Nationals**
I) **Approve Auditor Warrants – April Sales & Use Tax**
- 9:45** 3) **Roxy Traxler, Interim County Administrator**
A) **Toward Zero Deaths - Adopt (2) Resolutions:**
1. **Support Toward Zero Deaths Coalition**
2. **TZD Fiscal Agent Agreement**
B) **County Administrator Selection**
C) **Committee Reports Agenda Request**
D) **VanderMey and Beasley Properties**
- 11:30** 4) **Mark Jacobs, Land Commissioner**
A) **Timber Auction Results**
B) **Northern Long-Eared Bat**

12:00 Break

12:15 5) Board Discussion

**Mark Wedel – CMCC, Sobriety Court, ACWPTF, TZD
Laurie Westerlund – CMCC, MLWVG, CMCC-JP, DAC
Don Niemi –
Brian Napstad – Wetlands w/DNR, MHB, JPNRB
Anne Marcotte –**

12:45 Adjourn

AITKIN COUNTY BOARD

May 13, 2014

The Aitkin County Board of Commissioners met this 13th day of May, 2014 at 9:01 a.m. with the following members present: Chairperson J. Mark Wedel, Commissioners Laurie Westerlund, Don Niemi, Anne Marcotte, Brian Napstad, Interim County Administrator Roxy Traxler, and Administrative Assistant Sue Bingham.

Motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members voting yes to approve the May 13, 2014 agenda.

Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to approve the amended Consent Agenda as follows: A) Correspondence File: April 8, 2014 – May 13, 2014; B) Approve County Board Minutes: April 22, 2014; C) Approve Annual Brat Sale – Persian Gulf Support Group; D) Information Only – Bike to Work Day; E) Approve April Manual Warrants; F) Approve 3.2 Malt Liquor License – Sherwood Forest; G) Adopt Resolution – Temporary On-Sale Wine License – Sherwood Forests; H) Approve Temporary Consumption & Display Permit – Sherwood Forest; I) Set Date for Public Meeting – Classification of County Tax-Forfeited Lands; J) Adopt Updated Aitkin County Guidelines and Procedures for Minnesota Government Data Practices Act; K) Set Date for Public Hearing – Adopt Countywide Fee Schedule; L) Adopt Resolution – Form LG220 Evergreen PAC A.T.V. Club; M) Adopt Resolution – Snowmobile/Ski Trail Funding; a) Adopt Resolution – Form LG220 Wealthwood Rod & Gun Club; b) Approve Commissioner Warrants: General Fund \$85,536.47, Road & Bridge \$45,283.21, Health & Human Services \$598.66, Trust \$6,602.17, Forest Development \$2,211.30, Long Lake Conservation Center \$7,093.38, Parks \$124,075.05 for a total of \$271,400.24

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to authorize the Persian Gulf Support Group hold their annual brat sale on the Courthouse lawn on Friday, May 23, 2014 from 11:00 a.m. to 1:00 p.m.

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to approve the following **3.2 Malt Liquor License** for a period from May 1, 2014 through April 30, 2015:

ON Sale:

Sherwood-Forest Owner's Ass'n., Inc., d/b/a **Sherwood Forest** – Hazelton Township

Under the consent agenda, motion for a resolution by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – Temporary On-Sale Wine License – Sherwood Forest:

BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the following Temporary On-Sale Wine license for August 2, 2014:

Sherwood Forest Owners Association, d/b/a **Sherwood Forest** – Hazelton Township
This establishment has an address of 21927 US Highway 169, Aitkin, MN 56431

CALL TO ORDER

**APPROVED
AGENDA**

**CONSENT
AGENDA**

BRAT SALE

**3.2 MALT LIQUOR
LICENSE –
SHERWOOD
FOREST**

**RESOLUTION
051314-033
TEMPORARY
ON-SALE WINE
LICENSE –
SHERWOOD
FOREST**

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to approve the following Application for a 1 Day Temporary Consumption & Display (Set Up) Permit: (Dates set ups will be sold – July 5, 2014, August 2, 2014, and August 30, 2014):

Sherwood Forest Owners Association, d/b/a **Sherwood Forest** – Hazelton Township

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting to schedule a Public Meeting for Classification of County Tax-Forfeited Lands on Tuesday, July 22, 2014 at 11:00 a.m. in the Aitkin County Boardroom, 217 – 2nd Street NW, Aitkin MN.

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to adopt the updated Aitkin County Guidelines and Procedures for Minnesota Government Data Practices Act manual.

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting to schedule a Public Hearing to consider adopting a Countywide Fee Schedule on Tuesday, June 10, 2014 at 10:00 a.m. in the Aitkin County Boardroom, 217 – 2nd Street NW, Aitkin MN.

Under the consent agenda, motion for a resolution by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – Form LG220 Evergreen PAC A.T.V. Club:

BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the Application for Exempt Permit – Form LG220 – of the Evergreen PAC A.T.V Club, at the following location – Jackson’s Hole, which has an address of 36232 Kestrel Avenue, McGregor, MN 55760 – Salo Township. (Note: Date of activity for Raffle – September 4, 2014)

Under the consent agenda, motion for a resolution by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – Snowmobile/Ski Trail Funding:

WHEREAS, local units of government can apply for State aide for trail development, maintenance, grooming and administration from the Minnesota Department of Natural Resources at the rate of 65% reimbursement of the cost of trail maintenance and 90% reimbursement of costs of grooming, and

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

WHEREAS, snowmobile clubs have maintained these trails in the past, and wish to contract with the County for maintaining trails during the 2014-2015 winter season, and

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

TEMPORARY CONSUMPTION & DISPLAY PERMIT – SHERWOOD FOREST

SCHEDULE PUBLIC MEETING - CLASSIFICATION OF COUNTY TAX-FORFEITED LANDS

AITKIN COUNTY DATA PRACTICES

SCHEDULE PUBLIC HEARING – COUNTYWIDE FEE SCHEDULE

RESOLUTION 051314-034 FORM LG220 EVERGREEN PAC A.T.V. CLUB

RESOLUTION 051314-035 SNOWMOBILE/SKI TRAIL FUNDING

NOW, THEREFORE BE IT RESOLVED, that the Aitkin County Trail Administrator be authorized to apply for Grants in Aide assistance funds for snowmobile trail maintenance and grooming, and ski trail maintenance and grooming for the following trails.

Aitkin Sno-Drifters Trails
McGrath/Finlayson Trails
Tamarack Trails
Haypoint Trails
Palisade Trails
Mille Lacs Trails
No Achen / LLCC ski trails

BE IT FURTHER RESOLVED, that the Aitkin County Trail Administrator be authorized to contract for the 2014-2015 winter season for the development, maintenance, and grooming of the aforementioned trails with each of the corresponding interested clubs.

Under the consent agenda, motion for a resolution by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – Form LG220 Wealthwood Rod & Gun Club:

BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the Application for Exempt Permit – Form LG220 – of the Wealthwood Rod & Gun Club, at the following location – Wealthwood Rod & Gun Club, which has an address of 23573 420th Place, Aitkin, MN 56431 – Hazelton Township. (Note: Date of activity for Raffle – September 27, 2014)

Gordon Prickett and other members of Aitkin County Rivers and Lakes Association (ACLARA) discussed their High Water Plan with the Board.

John Welle, County Engineer discussed the County Ditch 4/38 Partial Abandonment Petition with the Board.

Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members voting yes to adopt updated job descriptions and classification list as recommended by the Personnel Committee.

Motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried, all members voting yes to amend the County Administrator job description as recommended by the Personnel Committee.

Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried,

**RESOLUTION
042914-032
FORM LG220
WEALTHWOOD
ROD & GUN CLUB**

**ACLARA HIGH
WATER PLAN**

**COUNTY DITCH
4/38 PARTIAL
ABANDONMENT
PETITION**

**UPDATED JOB
DESCRIPTIONS &
CLASSIFICATION
LIST**

**COUNTY
ADMINISTRATOR
JOB
DESCRIPTION**

HEALTH &

all members voting yes to create two Case Aide positions, post internally and eliminate the two corresponding Office Support Specialist positions as recommended by the Personnel Committee.

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to amend non-union part-time benefit accrual as recommended by the Personnel Committee.

Motion for a resolution by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – McGregor Airport Joint Airport Zoning Board:

WHEREAS, the City of McGregor, McGregor Isedor Iverson Airport Owner, hereinafter called the Municipality, owns and controls the McGregor Isedor Iverson Airport, and

WHEREAS, portions of the airport hazard area adjacent to the airport are located outside the territorial limits of said Municipality but within the territorial limits of this County, and

WHEREAS, the above Municipality has requested in writing that we join with them in the creation of a Joint Airport Zoning Board, and

WHEREAS, this County deems it necessary and expedient to create a Joint Airport Zoning Board in cooperation with the above Municipality pursuant to MN Statutes Section 360.063, Subdivision 3, and other applicable laws for the purpose of establishing, administering and enforcing zoning laws for the areas surrounding the airport and for the protection of the airport and the public, and

WHEREAS, the above statute provides that this County has the right to appoint two (2) persons to said Board (said persons should not be members of this Board), and

WHEREAS, Subdivision 3 of Section 32 of the Appropriations Bill passed by the Minnesota Legislature effective July 1, 1973, provides that no moneys shall be expended by the Commissioner of Transportation of the State of Minnesota to improve and maintain an airport unless the governmental unit owning the airport has or is establishing a zoning authority for the airport.

NOW, THEREFORE, BE IT RESOLVED by Aitkin County that there is hereby created in cooperation with the above Municipality a Joint Airport Zoning Board to be composed of representatives of the undersigned County and representatives of the above Municipality pursuant to MN Statutes Section 360.063, Subdivision 3.

BE IT FURTHER RESOLVED that Aitkin County hereby appoints Terry Neff and John Welle to be its representatives on said Board, and said terms will be indefinite until they resign or are replaced by Aitkin County.

Motion by Commissioner Napstad, seconded by Commissioner Marcotte and carried, all members voting yes to approve Motor Pool purchase of one 2014 Ford Escape S from Aitkin Motors at a cost of \$19,962, to purchase a second 2014 Ford Escape S from Aitkin Motors if one can be purchased for the same price or less, and to authorize the sale of 2006 Ford Five Hundred and 2000 Ford Taurus.

HUMAN SERVICES POSITIONS

NON-UNION PART-TIME BENEFIT ACCRUAL

RESOLUTION 051314-036 MCGREGOR AIRPORT JOINT AIRPORT ZONING BOARD

MOTOR POOL VEHICLES

Roxy Traxler, Interim County Administrator discussed the concept of a shared Assessor with the Board.

**SHARED
ASSESSOR
CONCEPT**

Roxy Traxler, Interim County Administrator discussed Board Agenda policies with the Board.

**BOARD AGENDA
POLICY**

Roxy Traxler, Interim County Administrator reported to the Board that the granite Veterans Memorial monument in the front sidewalk will be roped off the same way as the large monument due to safety concerns. The Persian Gulf Support Group will cover the cost.

**VETERANS
MEMORIAL**

The Board reported on the following:

**BOARD
DISCUSSION**

Commissioner Brian Napstad

- **JCNRB**
- **McGregor Airport Commission**
- **NCLUCB**
- **BSLA**

Commissioner Don Niemi

- **Economic Development**
- **Lakes & Pines**
- **Rural Aging Initiative**
- **Law Library**

Commissioner Anne Marcotte

- **Economic Development**
- **Personnel**
- **MRCC**
- **AMC**
- **H&HS**

Commissioner Laurie Westerlund

- **No updates**

Commissioner Mark Wedel

- **Historical Society**
- **Aitkin Airport**
- **Personnel Committee**
- **Economic Development Authority**
- **Facilities**

The Board interviewed three final candidates for County Administrator: 1.) Nathan Burkett, 2.) Jeff Cadwell, and 3.) Greg Pruszinske.

Motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried, all members voting yes to adjourn the meeting at 4:49 p.m. until Tuesday, May 27, 2014 at 9:00 a.m.

**COUNTY
ADMINISTRATOR
INTERVIEWS**

ADJOURN

J. Mark Wedel, Chairperson
Aitkin County Board of Commissioners

Roxy Traxler, Interim County Administrator

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



To: Chairperson, Aitkin County Board of Commissioners Date: May 16, 2014
Via: Roxy Traxler, Interim County Administrator
From: Undersheriff John Drahota
Title of Item: Auction of Forfeited Vehicles
Requested Meeting Date: May 27, 2014 Estimated Presentation Time: _____
Presenter: Undersheriff John Drahota

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) n/a

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.

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: May 16, 2014
FROM: Undersheriff John Drahota RE: Public Auction of Vehicle

I am requesting approval to offer at public auction the following vehicles seized under forfeiture:

- 2000 Oldsmobile Intrigue GL 4-door (163,139 miles)
- 1989 Chevrolet Corvette (86,975 miles)
- 1993 Ford Van (252,709 miles)
- 2000 GMC Sierra pickup (175,719 miles)
- 1986 Red's Suzuki ATV (miles n/a)
- 2006 Kawasaki RS motorcycle (28,614 miles)

In addition to the following on behalf of Aitkin County:

- 1995 Chevrolet Van (former Land Dept/R&B/LLCC vehicle)

The vehicle will be auctioned in the same manner as in previous years – it will be placed on the web site www.minnbid.org . Notification will also be made to our IT department to post an auction notice and link on the Aitkin County intranet.

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

SCOTT A. TURNER
SHERIFF OF AITKIN COUNTY

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Aitkin, MN 56431

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MEMO

TO: Board of Commissioners DATE: May 19, 2014
FROM: Undersheriff John Drahota RE: Public Auction of Vehicle

I am requesting approval to offer at public auction the following vehicles seized under forfeiture:

- 1997 Ford Crown Victoria (unknown 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 . Notification will also be made to our IT department to post an auction notice and link on the Aitkin County intranet.

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: 05/12/14

From: Sheriff Scott Turner

Title of Item: STS Donation

Requested Meeting Date: 05/27/2014 Est. Presentation Time: _____

Presenter: Sheriff Scott Turner

Type of Action Requested (check all that apply)

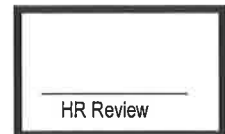
- For info only, no action requested
- For discussion only with possible future action
- Let/Award Bid or Quote (attach copy of basic bid/quote specs or summary of complex specs, each bid/quote received & bid/quote comparison)
- Approve/adopt proposal by motion
- Authorize filling vacant staff position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

Fiscal Impact (check all that apply)

- Is this item in the current approved budget? Yes No (attach explanation)
- What type of expenditure is this? _____ Other (attach explanation)
- 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)

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MEMO

TO: Board of Commissioners DATE: May 12, 2014
FROM: Sheriff Scott Turner RE: STS Donation

Aitkin County resident Patricia Lee has made a generous donation of \$50 in appreciation of the Aitkin County STS program.

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



To: Chairperson, Aitkin County Board of Commissioners Date: May 19, 2014

Via: Patrick Wussow, County Administrator

From: Sheriff Scott A. Turner

Title of Item:

2014 Boat & Water Federal Boating Safety Patrol Supplemental Grant

Requested Meeting Date: May 27, 2014 Estimated Presentation Time: _____

Presenter: Sheriff Scott A. Turner

Type of Action Requested (check all that apply)

- For info only, no action requested
- Approve under Routine Business
- For discussion only with possible future action
- Adopt Ordinance Revision
- Let/Award Bid or Quote (attach copy of basic bid/quote specs or summary of complex specs, each bid/quote received & bid/quote comparison)
- Approve/adopt proposal by motion
- Approve/adopt proposal by resolution (attach draft resolution)
- Authorize filling vacant staff position
- Request to schedule public hearing or sale
- Other (please list) _____
- Request by member of the public to be heard
- Item should be addressed in closed session under MN Statute _____

Fiscal Impact (check all that apply)

- Is this item in the current approved budget? Yes No (attach explanation)
- What type of expenditure is this? Operating Capital Other (attach explanation)
- Revenue line account # that funds this item is: 202-5840
- Expenditure line account # for this item is: 202-Variou

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) Three Grant Agreements for signature

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
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MEMO

TO: Aitkin County Board DATE: May 19, 2014
FROM: Sheriff Scott A. Turner RE: 2014 Boat & Water
Federal Patrol Supplemental
Grant

Attached is a copy of the 2014 Boat and Water Federal Patrol Supplemental Grant for signatures. Please place this on board routine business for May 27, 2014. This grant will allow us to put extra hours of enforcement on the lakes this summer. This grant is in the amount of \$6,375.00. The grant period runs from May 9, 2014 through September 1, 2014. This is an annual grant that we have received for the last several years.

Thank you.

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

ADOPTED May 27, 2014

By Commissioner: xx

052714-0xx

2014 Federal Boating Safety Patrol Supplemental Grant

BE IT RESOLVED, that the Aitkin County Board of Commissioners approve the 2014 Boat and Water Federal Boating Safety Patrol Supplemental Agreement on 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 \$6375.00.00 for the term of May 9, 2014 through September 1, 2014.

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 27th day of May A.D., 2014, 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 27th day of May A.D., 2014

KIRK PEYSAR, County Auditor

BY _____, Deputy

2014 STATE OF MINNESOTA
**FEDERAL BOATING SAFETY PATROL SUPPLEMENT
 GRANT AGREEMENT**

ENCUMBRANCE WORKSHEET

Contract #: 77980

Receipt ID:

State Accounting Information:

Dept. ID R29	PC Bus. Unit R2901	Fiscal Year 2014	Source Type REIMB	Vendor Number 0000197275 - 001	
Total Amount \$6,375		Project ID R29G80110127	Billing Location R297000221	DUNS 047464805	

Accounting Distribution:

Fund 3000	Fin. Dept. ID R2937715	Approp. ID R294203	Category 84101501	Account 441302	Activity A800002
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P.O. # 3000056440	Grant Begin Date May 9, 2014	Grant End Date September 1, 2014
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Grantee Name and Address:

Aitkin County Sheriff's Office
 217 - 2nd St. NW, Rm. 185
 Aitkin, MN 56431

Fiscal Agent and Address:

Aitkin Co. Treasurer
 209 - 2nd St. NW, Rm. 202
 Aitkin, MN 56431

**2014 STATE OF MINNESOTA
FEDERAL BOATING SAFETY PATROL SUPPLEMENT
GRANT AGREEMENT**

This grant agreement is between the State of Minnesota, acting through its Commissioner of Natural Resources ("State") and Aitkin Co. Sheriff's Office, 217 - 2nd St. NW, Rm. 185, Aitkin, MN 56431 ("Grantee"). The fiscal agent for this grant agreement is Aitkin Co. Treasurer, 209 - 2nd St. NW, Rm. 202, Aitkin, MN 56431.

Recitals

1. Under Minnesota Statute § 84.085, Subdivision 1(c) the State is empowered to enter into this grant.
2. This grant will be used to cover the cost of additional boating safety patrol of lakes and rivers in the county.
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. Pursuant to Minnesota Statute § 16B.98 Subdivision 1, the Grantee agrees to minimize administrative costs as a condition of this grant.

Grant Agreement

1 Term of Grant Agreement

- 1.1 **Effective date:** May 9, 2014. Once this grant agreement is fully executed, the Grantee may claim reimbursement for 2014 grant expenditures incurred back to the effective date. Reimbursements will only be made for expenditures made according to the terms of this grant.
- 1.2 **Expiration date:** September 1, 2014. Pursuant to Minnesota Statute § 16A.28, Subdivision 6, the encumbrance may be certified for one year beyond the year in which funds were appropriated. The Grantee shall submit a final billing invoice within 30 days of the expiration of the grant as specified herein.
- 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; and 15. Data Disclosure.

2 Grantee's Duties

The Grantee, who is not a state employee, will provide additional boating safety patrol hours during high watercraft use periods through the payment of overtime or the addition of enforcement personnel. The Grantee will submit to the State a written plan to carry out the provisions of this grant. Provisions of Chapter 86B, the provisions of Chapter 169A pertaining to motorboats and the Boat and Water Safety Rules, hereinafter referred to as the "Minn. Rules" will be enforced. Refer to Exhibit "A" which is attached and incorporated into this agreement for more information on allowable expenses.

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 paid for all boat and water safety activities performed by the Grantee during the term of the grant up to Six thousand three hundred seventy-five dollars (\$6,375).
- (b) **Total Obligation.** The total obligation of the State for all compensation and reimbursements to the Grantee under this grant agreement will not exceed Six thousand three hundred seventy-five dollars (\$6,375).

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 may be submitted at the end of the grant period or as often as monthly. Each invoice shall be accompanied by log sheets or activity sheets as described in Exhibit A. The final invoice and required narrative report must be submitted to the State not later than October 1, 2014, unless an extension is granted in writing from the State.
- (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 U.S.C. 13101-13110. Exhibit "B" is attached and incorporated into this grant agreement. 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 or designee. 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 shall 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 amendments 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 of the Grantee or other party relevant to this grant agreement or transaction 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, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

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 § 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.

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.

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.

16 **Invasive Species Prevention**

The DNR requires active steps to prevent or limit the introduction, establishment, and spread of invasive species during contracted work. The contractor shall prevent invasive species from entering into or spreading within a project site by cleaning equipment prior to arriving at the project site.

If the equipment, vehicles, gear, or clothing arrives at the project site with soil, aggregate material, mulch, vegetation (including seeds) or animals, it shall be cleaned by contractor furnished tool or equipment (brush/broom, compressed air or pressure washer) at the staging area. The contractor shall dispose of material cleaned from equipment and clothing at a location determined by the DNR Contract Administrator. If the material cannot be disposed of onsite, secure material prior to transport (sealed container, covered truck, or wrap with tarp) and legally dispose of offsite.

The contractor shall ensure that all equipment and clothing used for work in infested waters has been adequately decontaminated for invasive species (ex. zebra mussels) prior to being used in non-infested waters. All equipment and clothing including but not limited to waders, tracked vehicles, barges, boats, turbidity curtain, sheet pile, and pumps that comes in contact with any infested waters must be thoroughly decontaminated.

IN WITNESS WHEREOF, the parties have caused this Grant Agreement to be duly executed intending to be bound thereby.

1. **STATE ENCUMBRANCE VERIFICATION**

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

Signed: B. Mudd

Date: 5/9/14

SWIFT Contract # 77980

Purchase Order # 3000056440

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: _____

3. **STATE AGENCY: NATURAL RESOURCES**

By: _____
(with delegated authority)

Title: Assistant Director, Enforcement Division – Central Office

Date: _____

Attachments: Exhibits "A" & "B"

Distribution:

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

**2014 FEDERAL BOATING ENFORCEMENT
SUPPLEMENTAL AGREEMENT
(CFDA #97.012)**

1. The purpose of this program is to provide supplementary funding to the County to provide for additional boating safety patrol hours during high-use periods through the payment of straight time, overtime, or the addition of enforcement personnel on a temporary basis. Other activities such as rental boat inspections, training, extended search and rescue operations, aids-to-navigation work, aquatic invasive species (AIS) enforcement or inspections, talks and displays do not qualify for reimbursement under this program. Incidental on-scene accident investigation, assistance to the public and immediate search and rescue operations by personnel assigned to this program are authorized.
2. Unless otherwise noted in this exhibit, the program shall begin on Friday, May 9, 2014 and end at midnight, Monday, September 1, 2014. Grant return deadline is Tuesday, June 24, 2014 unless an extension is granted in writing from the state.

3. Reimbursable hours and days of operation shall occur during the following days and hours:

The schedule of hours shall be left to the county. Scheduling, however, should be made to coincide with periods of activity or complaints and night patrols are encouraged. *If at all possible, schedules should be canceled or delayed if inclement weather is expected.*

4. Emphasis on this program shall be placed on the following violations:

- Boating while intoxicated
- Personal watercraft operation
- Careless and reckless operation
- Speed and wake violations
- Use of navigation lights
- Other boating equipment and registration violations

5. Allowable costs include overtime patrol hours, additional personnel salary and appropriate fringe benefits associated with patrol. No indirect costs will be paid by the state. Invoices may be submitted at the end of the grant period or as often as monthly. A copy of the daily logs of each deputy involved - showing hours on duty, water body patrolled, boats stopped, citations or warnings issued and other pertinent information on a daily basis must be submitted with the monthly reimbursement invoice. The deputy and his or her supervisor must sign each log sheet. Reimbursement requests must also include a summary of the times and hours worked and total costs for each deputy by date.

All other expenses, such as fuel, training, repairs, boats, meals etc. must be paid by the county (use of the regular 2014 state boat and water safety grant funds for these other expenses is an allowable cost). The county will be responsible for any unemployment or worker's compensation costs associated with the program.

6. Each participating county, with the last payment request, will submit a written review of the program. Final payment will not be made without this narrative, which shall include a summary of the county's activities, accomplishments and suggested changes for future funding.
7. **Deadline for the final invoice and narrative is Thursday, October 1, 2014. Any invoice submitted after that date will not be reimbursed, unless an extension is granted in writing from the State.**
8. Hours from this program will be excluded in determining the regular 2016 county grant allocation.
9. These funds are not designed to take the place of existing funding, but rather to supplement it. A copy of the 2014 county supplemental patrol work plan must be submitted to the State for approval before the grant may be processed.

2014 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 sq.), 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-1et 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 10th 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: 05/12/14
Via: Roxy Traxler, Interim County Administrator
From: Roxy Traxler, Interim County Administrator

Title of Item:
Affidavit of Lost Warrant

Requested Meeting Date: 05/27/14 Estimated Presentation Time: _____

Presenter: _____

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) Request for reissuance

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: multiple account numbers

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) Affidavits

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

STATE OF MINNESOTA,)

County of Aitkin)

) ss.

Department of Human Services-SWIFT

Being duly sworn, on oath says; that he is the owner of a certain Warrant

Dated the 17th day of December, Numbered 90473

Issued by Aitkin County Health and Human Services to

Department of Human Services-SWIFT in the sum of

\$ 7667.25, has been LOST in the manner following, to-wit:

(“Lost” or “Destroyed”)

Did not receive in the mail.

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

Client Signature* [Signature] *

Subscribed and sworn to before me this 12th day of May, 2014.

Betty R Lindell

Notary Public Dakota County, Minnesota

My Commission Expires Jan 31, 2018



STATE OF MINNESOTA,

County of Aitkin

) ss.

Department of Human Services-SWIFT

Being duly sworn, on oath says; that he is the owner of a certain Warrant

Dated the 25th day of March, Numbered 100346

Issued by Aitkin County Health and Human Services to

Department of Human Services-SWIFT in the sum of

\$ 2404.66, has been LOST in the manner following, to-wit:

("Lost" or "Destroyed")

Did not receive in the mail.

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

Client Signature* [Signature]*

Subscribed and sworn to before me this 12 day of May, 2014.

Betty R Lindell

Notary Public Dakota County, Minnesota

My Commission Expires Jan 31, 2018



STATE OF MINNESOTA,)

) ss.

County of Aitkin

Department of Human Services-SWIFT

Being duly sworn, on oath says; that he is the owner of a certain Warrant

Dated the 25th day of March, Numbered 100319

Issued by Aitkin County Health and Human Services to

Department of Human Services-SWIFT in the sum of

\$ 5096.43, has been LOST in the manner following, to-wit:

(“Lost” or “Destroyed”)

Did not receive in the mail.

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

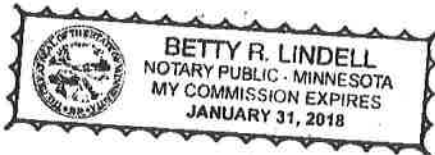
Client Signature* [Signature] *

Subscribed and sworn to before me this 12 day of May, 2014.

Betty R Lindell

Notary Public Dakota County, Minnesota

My Commission Expires Jan 31, 2018



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



To: Chairperson, Aitkin County Board of Commissioners Date: May 12, 2014

Via: Roxy Traxler, Interim County Administrator

From: Penny Harms, VSO

Title of Item:

Approval of donation for Veteran's Van.

Requested Meeting Date: May 27, 2014 Estimated Presentation Time:

Presenter: _____

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
- 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)

AITKIN COUNTY VETERAN SERVICES

Penny Harms
Veterans Service Officer
217 Second Street N.W. Room 130
Aitkin, MN 56431
218-927-7320
888-404-7320
Fax: 218-927-7374

To: Aitkin County Board of Commissioners

From: Penny Harms, VSO

RE: Donation to Vet Van

Date: May 12, 2014

The American Legion Auxiliary, Unit 23, in McGregor, has sent a donation to the Aitkin County Veterans Van in the amount of \$76.50.

I request the board approve this donation.

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



To: Chairperson, Aitkin County Board of Commissioners Date: May 14, 2014

Via: Roxy Traxler, Interim County Administrator

From: Sally M. Huhta

Title of Item:
Application for Large Assembly – High Lifter Products

Requested Meeting Date: May 27, 2014 Estimated Presentation Time: N/A

Presenter: _____

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.

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

ADOPTED May 27, 2014

By Commissioner: xx

052714-0xx

Highlifter Quadna Mud Nationals

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

ATV/SxS Event – High Lifter Quadna Mud Nationals (High Lifter Products, Inc., d/b/a Mud National Events, LLC) – City of Hill City and Hill Lake Township.

This is scheduled to take place June 6th – 8th, 2014 from 8:00 a.m. to 10:00 p.m. daily.

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 27th day of May A.D., 2014, 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 27th day of May A.D., 2014

KIRK PEYSAR, County Auditor

BY _____, Deputy

21



Aitkin County

DKB1
5/12/14 9:05AM

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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

April 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

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1
5/12/14 9:05AM
1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
40	DEPT		Auditor		
89991	Bremer Bank				
1	01-040-000-0000-5517		0.19	Receipt Nbr 1063 04/14/2014	Fees For Services
2	01-040-000-0000-5840		0.10	Receipt Nbr 33517 04/01/2014	Misc Receipts
3	01-040-021-0000-5840		1.29	Receipt Nbr 926 04/01/2014	Misc Receipts
4	01-040-021-0000-5840		1.58	Receipt Nbr 929 04/15/2014	Misc Receipts
5	01-040-021-0000-5840		1.54	Receipt Nbr 932 04/28/2014	Misc Receipts
89991	Bremer Bank		4.70	5 Transactions	
40	DEPT Total:		4.70	Auditor	1 Vendors 5 Transactions
42	DEPT		Treasurer		
89991	Bremer Bank				
6	01-042-000-0000-5840		0.13	Receipt Nbr 3318 04/01/2014	Misc Receipts
7	01-042-000-0000-5840		0.13	Receipt Nbr 3319 04/02/2014	Misc Receipts
8	01-042-000-0000-5840		0.19	Receipt Nbr 3319 04/02/2014	Misc Receipts
9	01-042-000-0000-5840		0.06	Receipt Nbr 3326 04/09/2014	Misc Receipts
10	01-042-000-0000-5840		0.06	Receipt Nbr 3327 04/09/2014	Misc Receipts
11	01-042-000-0000-5840		0.13	Receipt Nbr 3328 04/10/2014	Misc Receipts
12	01-042-000-0000-5840		0.06	Receipt Nbr 3328 04/10/2014	Misc Receipts
13	01-042-000-0000-5840		0.06	Receipt Nbr 3329 04/11/2014	Misc Receipts
14	01-042-000-0000-5840		0.13	Receipt Nbr 3330 04/14/2014	Misc Receipts
15	01-042-000-0000-5840		0.26	Receipt Nbr 3331 04/16/2014	Misc Receipts
16	01-042-000-0000-5840		0.06	Receipt Nbr 3331 04/16/2014	Misc Receipts
17	01-042-000-0000-5840		0.13	Receipt Nbr 3333 04/17/2014	Misc Receipts
18	01-042-000-0000-5840		0.13	Receipt Nbr 3336 04/18/2014	Misc Receipts
19	01-042-000-0000-5840		0.13	Receipt Nbr 3338 04/18/2014	Misc Receipts
20	01-042-000-0000-5840		12.87	Receipt Nbr 3339 04/21/2014	Misc Receipts
21	01-042-000-0000-5840		0.13	Receipt Nbr 3342 04/21/2014	Misc Receipts
22	01-042-000-0000-5840		0.13	Receipt Nbr 3342 04/21/2014	Misc Receipts
23	01-042-000-0000-5840		0.13	Receipt Nbr 3343 04/21/2014	Misc Receipts
24	01-042-000-0000-5840		0.13	Receipt Nbr 3345 04/22/2014	Misc Receipts
25	01-042-000-0000-5840		0.26	Receipt Nbr 3345 04/22/2014	Misc Receipts
26	01-042-000-0000-5840		0.13	Receipt Nbr 3345 04/22/2014	Misc Receipts
27	01-042-000-0000-5840		0.06	Receipt Nbr 3346 04/23/2014	Misc Receipts
28	01-042-000-0000-5840		0.13	Receipt Nbr 3347 04/25/2014	Misc Receipts
29	01-042-000-0000-5840		0.06	Receipt Nbr 3348 04/28/2014	Misc Receipts
30	01-042-000-0000-5840		0.19	Receipt Nbr 3349 04/29/2014	Misc Receipts
31	01-042-000-0000-5840		0.06	Receipt Nbr 3350 04/29/2014	Misc Receipts

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1
5/12/14 9:05AM
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>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
		<u>Amount</u>			
32	01-042-000-0000-5840	0.06	Receipt Nbr 3350 04/29/2014		Misc Receipts
	89991 Bremer Bank	16.00	27 Transactions		
42	DEPT Total:	16.00	Treasurer	1 Vendors	27 Transactions
43	DEPT		Assessor		
	89991 Bremer Bank				
33	01-043-000-0000-5840	0.26	Receipt Nbr 805 04/01/2014		Misc Receipts
34	01-043-000-0000-5840	1.61	Receipt Nbr 805 04/01/2014		Misc Receipts
35	01-043-000-0000-5840	0.26	Receipt Nbr 805 04/01/2014		Misc Receipts
	89991 Bremer Bank	2.13	3 Transactions		
43	DEPT Total:	2.13	Assessor	1 Vendors	3 Transactions
49	DEPT		Information Technologies		
	89991 Bremer Bank				
36	01-049-000-0000-5525	3.44	Receipt Nbr 557 04/30/2014		Label & Listing Sales
	89991 Bremer Bank	3.44	1 Transactions		
49	DEPT Total:	3.44	Information Technologies	1 Vendors	1 Transactions
90	DEPT		Attorney		
	89991 Bremer Bank				
37	01-090-000-0000-5840	1.29	Receipt Nbr 1396 04/01/2014		Misc Receipts
38	01-090-000-0000-5840	1.93	Receipt Nbr 1397 04/01/2014		Misc Receipts
39	01-090-000-0000-5840	0.64	Receipt Nbr 1402 04/16/2014		Misc Receipts
40	01-090-000-0000-5840	1.93	Receipt Nbr 1404 04/25/2014		Misc Receipts
41	01-090-000-0000-5840	0.64	Receipt Nbr 1407 04/29/2014		Misc Receipts
	89991 Bremer Bank	6.43	5 Transactions		
90	DEPT Total:	6.43	Attorney	1 Vendors	5 Transactions
100	DEPT		Recorder		
	89991 Bremer Bank				
75	01-100-000-0000-6311	93.60	April copies sales tax		Sales Tax
76	01-100-000-0000-6312	0.40	April sales tax adjustment		Sales Tax Adjustment
	89991 Bremer Bank	94.00	2 Transactions		

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1
5/12/14 9:05AM
1 General Fund

Vendor Name	<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>
100 DEPT Total:		94.00	Recorder	1 Vendors	2 Transactions
200 DEPT			Enforcement		
89991 Bremer Bank					
74 01-200-000-0000-6405		15.81	Warr Nbr 44556 04/08/2014		Office Supplies
89991 Bremer Bank		15.81	1 Transactions		
200 DEPT Total:		15.81	Enforcement	1 Vendors	1 Transactions
252 DEPT			Corrections		
89991 Bremer Bank					
42 01-252-252-0000-5872		34.09	Receipt Nbr 2400 04/02/2014		Phone Card Prisoner Welfare(Taxable)
43 01-252-252-0000-5872		23.80	Receipt Nbr 2409 04/10/2014		Phone Card Prisoner Welfare(Taxable)
44 01-252-252-0000-5872		225.15	Receipt Nbr 2417 04/17/2014		Phone Card Prisoner Welfare(Taxable)
45 01-252-252-0000-5872		19.94	Receipt Nbr 2422 04/25/2014		Phone Card Prisoner Welfare(Taxable)
46 01-252-252-0000-5872		10.94	Receipt Nbr 2426 04/29/2014		Phone Card Prisoner Welfare(Taxable)
47 01-252-252-0000-5885		11.42	Receipt Nbr 2400 04/02/2014		Commissary Sales Taxable
48 01-252-252-0000-5885		1.90	Receipt Nbr 2409 04/10/2014		Commissary Sales Taxable
49 01-252-252-0000-5885		25.99	Receipt Nbr 2417 04/17/2014		Commissary Sales Taxable
50 01-252-252-0000-5885		5.84	Receipt Nbr 2422 04/25/2014		Commissary Sales Taxable
89991 Bremer Bank		359.07	9 Transactions		
252 DEPT Total:		359.07	Corrections	1 Vendors	9 Transactions
1 Fund Total:		501.58	General Fund		53 Transactions

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1
5/12/14 9:05AM
3 Road & Bridge

	<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>
0	DEPT		Undesignated		
	89991 Bremer Bank				
51	03-000-000-0000-5855		Receipt Nbr 1851 04/01/2014		Charges- Individuals
52	03-000-000-0000-5855		Receipt Nbr 1856 04/11/2014		Charges- Individuals
53	03-000-000-0000-5855		Receipt Nbr 1857 04/11/2014		Charges- Individuals
54	03-000-000-0000-5855		Receipt Nbr 766 04/15/2014		Charges- Individuals
55	03-000-000-0000-5855		Receipt Nbr 766 04/15/2014		Charges- Individuals
56	03-000-000-0000-5855		Receipt Nbr 1869 04/28/2014		Charges- Individuals
57	03-000-000-0000-5855		Receipt Nbr 1870 04/28/2014		Charges- Individuals
58	03-000-000-0000-5855		Receipt Nbr 767 04/30/2014		Charges- Individuals
59	03-000-000-0000-5855		Receipt Nbr 767 04/30/2014		Charges- Individuals
60	03-000-000-0000-5855		Receipt Nbr 767 04/30/2014		Charges- Individuals
	89991 Bremer Bank	20.00		10 Transactions	
0	DEPT Total:	20.00	Undesignated	1 Vendors	10 Transactions
303	DEPT		R&B Highway Maintenance		
	8410 Bremer Bank				
77	03-303-000-0000-6513	645.81	April Diesel Tax		Motor Fuel & Lubricants
	8410 Bremer Bank	645.81		1 Transactions	
303	DEPT Total:	645.81	R&B Highway Maintenance	1 Vendors	1 Transactions
3	Fund Total:	665.81	Road & Bridge		11 Transactions

Aitkin County



DKB1
5/12/14 9:05AM
9 State

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>
0	DEPT			Undesignated	
	4580 Mn Dept Of Finance				
79	09-000-000-0000-2022		172.00	April Birth	Birth/Death Surcharges
80	09-000-000-0000-2022		248.00	April Death	Birth/Death Surcharges
81	09-000-000-0000-2024		129.00	April Childrens	St Share Of Birth Cert.- Children
82	09-000-000-0000-2031		10.50	April Torrens	Real Estate Assurance (Was 5874 And 627
83	09-000-000-0000-2036		3,864.00	April State Gen fund	Recording Surcharges (Was 5871 & 6281)
84	09-000-000-0000-2036		430.00	April State Gen fund	Recording Surcharges (Was 5871 & 6281)
	4580 Mn Dept Of Finance		4,853.50	6 Transactions	
	3375 Mn Dept Of Health				
78	09-000-000-0000-2027		595.00	April State Well	State Well Cert Fees (Was 5097 & 6203)
	3375 Mn Dept Of Health		595.00	1 Transactions	
0	DEPT Total:		5,448.50	Undesignated	2 Vendors 7 Transactions
9	Fund Total:		5,448.50	State	7 Transactions

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1
5/12/14 9:05AM
19 Long Lake Conservation C

Vendor	<u>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>
521	DEPT		LLCC Administration		
	89991 Bremer Bank				
61	19- 521- 000- 0000- 5885		24.63 Receipt Nbr 933 04/09/2014		Commissary Sales Taxable
62	19- 521- 000- 0000- 5885		36.27 Receipt Nbr 934 04/18/2014		Commissary Sales Taxable
63	19- 521- 000- 0000- 5885		9.05 Receipt Nbr 939 04/30/2014		Commissary Sales Taxable
	89991 Bremer Bank		69.95		
				3 Transactions	
521	DEPT Total:		69.95 LLCC Administration	1 Vendors	3 Transactions
19	Fund Total:		69.95 Long Lake Conservation Center		3 Transactions

DKB1
5/12/14
21 Parks

9:05AM

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>On Behalf of Name</u>
			<u>Paid On Bhf #</u>	
520 DEPT				
89991 Bremer Bank				
64 21-520-000-0000-5510		2.32	Receipt Nbr 1852 04/03/2014	Co. Parks Campground Fees
65 21-520-000-0000-5510		2.89	Receipt Nbr 1853 04/08/2014	Co. Parks Campground Fees
66 21-520-000-0000-5510		3.86	Receipt Nbr 1854 04/10/2014	Co. Parks Campground Fees
67 21-520-000-0000-5510		2.32	Receipt Nbr 1855 04/10/2014	Co. Parks Campground Fees
68 21-520-000-0000-5510		4.63	Receipt Nbr 1860 04/22/2014	Co. Parks Campground Fees
69 21-520-000-0000-5510		2.32	Receipt Nbr 1862 04/23/2014	Co. Parks Campground Fees
70 21-520-000-0000-5510		1.93	Receipt Nbr 1863 04/24/2014	Co. Parks Campground Fees
71 21-520-000-0000-5510		0.77	Receipt Nbr 1864 04/25/2014	Co. Parks Campground Fees
72 21-520-000-0000-5510		1.54	Receipt Nbr 1867 04/28/2014	Co. Parks Campground Fees
73 21-520-000-0000-5510		2.89	Receipt Nbr 1868 04/28/2014	Co. Parks Campground Fees
89991 Bremer Bank		25.47	10 Transactions	
520 DEPT Total:		25.47	Parks	1 Vendors 10 Transactions
21 Fund Total:		25.47	Parks	10 Transactions
Final Total:		6,711.31	14 Vendors	84 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	501.58	General Fund	
	3	665.81	Road & Bridge	
	9	5,448.50	State	
	19	69.95	Long Lake Conservation Center	
	21	25.47	Parks	
All Funds		6,711.31	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: 5-19-14

Via: Roxy Traxler, Interim County Administrator

From: Roxy Traxler, Interim County Administrator

Title of Item:

Toward Zero Deaths

Requested Meeting Date: 5-27-14 Estimated Presentation Time: 10 minutes

Presenter: Roxy Traxler, Interim County Administrator and 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)
- 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.

From: J. Mark Wedel [<mailto:jmarkwedel@yahoo.com>]
Sent: Wednesday, May 14, 2014 2:13 PM
To: roxy.traxler@co.aitkin.mn.us; Sue Bingham
Cc: Dwyer, Joseph (DPS)
Subject: May 27 agenda item

Would you place TZD Resolution (Lt. Joe Dwyer, Minnesota State Patrol) on the agenda -- preferably right after Consent Agenda -- this is a resolution supporting the Aitkin County Towards Zero Death Coalition -- I'll get you more information and a sample resolution closer to the date - Thanks !! Mark

Sue Bingham

From: Kirk Peysar [kpeysar@co.aitkin.mn.us]
Sent: Monday, May 19, 2014 12:58 PM
To: 'J. Mark Wedel'
Cc: roxy.traxler@co.aitkin.mn.us; 'Sue Bingham'
Subject: RE: TZD COALITION

Mark,

We can take care of the fiscal agent piece for TZD. Heidi indicated a resolution of support was upcoming, so it makes sense to also add accepting the fiscal agent piece there so its acknowledged by the County Board. Yes, I could speak to the fiscal agent piece when it comes up.

Thanks, Kirk

From: J. Mark Wedel [<mailto:jmarkwedel@yahoo.com>]
Sent: Monday, May 19, 2014 11:30 AM
To: Kirk Peysar
Cc: roxy.traxler@co.aitkin.mn.us; Sue Bingham
Subject: TZD COALITION

Hi Kirk -- Heidi Lenk mention she talked with you regarding Aitkin County acting as the TZD Coalition fiscal agent -- sounded like you were OK with it ?????

We have another agenda item pertaining to TZD (a resolution of support) -- perhaps we can bunch the 2 items together -- would you want to speak to the fiscal agent item ??? Thanks !! Mark

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

ADOPTED May 27, 2014

By Commissioner: xx

052714-0xx

Support Toward Zero Deaths Coalition

BE IT RESOLVED, that the Aitkin County Board supports the Toward Zero Deaths Coalition.

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 27th day of May A.D., 2014, 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 27th day of May A.D., 2014

KIRK PEYSAR, County Auditor

BY _____, Deputy

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

ADOPTED May 27, 2014

By Commissioner: xx

052714-0xx

TZD Fiscal Agent Agreement

BE IT RESOLVED, that Toward Zero Deaths enter into a grant agreement with the Minnesota Department of Public Safety, for traffic safety projects during the period from October 1, 2014 through September 30, 2015.

BE IT ALSO RESOLVED, that Kirk Peysar, Aitkin County Auditor, is hereby authorized to execute such agreements and amendments as are necessary to implement the project on behalf of Toward Zero Deaths and to be the fiscal agent and administer the grant.

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 27th day of May A.D., 2014, 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 27th day of May A.D., 2014

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: 5-19-14

Via: Roxy Traxler, Interim County Administrator

From: Roxy Traxler, Interim County Administrator

Title of Item:

County Administrator Selection

Requested Meeting Date: 5-27-14 Estimated Presentation Time: _____

Presenter: Roxy Traxler, Interim 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: Roxy Traxler, Interim County Administrator

RE: County Administrator Selection

DATE: May 19, 2014

At the May 27th Board meeting the County Board will make their selection for County Administrator and remand it to the Personnel Committee to negotiate a contract.

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



To: Chairperson, Aitkin County Board of Commissioners Date: 5-19-14

Via: Roxy Traxler, Interim County Administrator

From: Roxy Traxler, Interim County Administrator

Title of Item:

Committee Reports Agenda Request

Requested Meeting Date: 5-27-14 Estimated Presentation Time: _____

Presenter: Roxy Traxler, Interim 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)

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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: Roxy Traxler, Interim County Administrator

RE: Committee Reports Agenda Request

DATE: May 20, 2014

At the May 13th County Board meeting the Commissioners asked staff to create a Committee Reports Agenda Request similar to the one used by Mille Lacs County. While researching the committees, staff learned that the following committees no longer meet and they were removed from the list:

- Aitkin County Growth
- Beyond the Yellow Ribbon Steering Committee
- Employee Recognition
- Kinship of Aitkin
- Onanegozie
- Public Land Classification Committee

Please review the form and fill in any missing information you can such as meeting frequency and schedule of those not filled in, and let us know if there are committees missing from the list that should be added. If there are any other modifications you would like on the form, please let us know.

Please return the form to Sue and she will update the list.



Aitkin County Board of Commissioners

Agenda Request Form

Agenda Item #

Requested Meeting Date: _____
Title of Item: Committee Reports

<input type="checkbox"/> REGULAR AGENDA	Action Requested by: County Business		
Committee	Freq.	Schedule	Current Board Representatives
Association of MN Counties (AMC) Environment & Natural Resources Policy General Government Health & Human Services Indian Affairs Task Force Public Safety Committee Transportation Policy			Commissioner Brian Napstad Commissioner Anne Marcotte HHS Director Tom Burke HHS Director Tom Burke Commissioner Laurie Westerlund Commissioner Don Niemi
Aitkin Airport Commission	Monthly	1 st Thursday	Wedel
Aitkin County Water Planning Task Force	Bi-monthly	3 rd Wednesday	Wedel
Aitkin Economic Development Administration	As needed		Wedel
Arrowhead Counties Association	8 or 9x yearly	1x a month	Niemi and Marcotte
Arrowhead Economic Opportunity Agency	Quarterly		Niemi
Arrowhead Regional Development Council	Monthly	3 rd Thursday	Niemi
ATV Committee	As needed		Napstad and Marcotte
Big Sandy Lake Management Plan			Napstad, Alt. Marcotte
Central MN Corrections	Monthly	3 rd Wednesday	Wedel, Westerlund
Development Achievement Center			Westerlund, Alt. Niemi
East Central Regional Library Board	Monthly	2 nd Monday	Niemi
Economic Development	Monthly	1 st Wednesday	Marcotte and Niemi
Emergency Management	As needed		Wedel
Environmental Assessment Worksheet	As needed		Marcotte and Napstad
Extension	4x year	Monday	Wedel and Westerlund
Facilities	As needed		Wedel and Napstad
Forest Advisory	Every other month	3 rd Tues of even numbered mths	Marcotte and Napstad
H&HS Advisory (Liaison)	Monthly except July	1 st Wednesday	Westerlund and Marcotte
Historical Society (Liaison)	Monthly	4 th Wednesday	Wedel
HRA			Westerlund
Insurance	As needed		Wedel and Westerlund
Investment	As needed		All Commissioners
Joint Powers Natural Resource Board			Napstad and Land Cmr Jacobs
Labor Management	Quarterly	Varies	Wedel, Alt. Westerlund
Lakes and Pines	Monthly	3 rd Monday	Niemi, Alt. Marcotte
Law Library	Quarterly	Set by Judge	Niemi
McGregor Airport Commission			Napstad
Mille Lacs Watershed			Niemi, Westerlund
Mississippi Headwaters Board			Napstad
MN Rural Counties Caucus	8x year	Varies	Marcotte, Alt. Niemi
NE MN Office Job Training			Napstad
Northeast MN ATP	2x year		Niemi and Engineer Welle
Northeast Waste Advisory Committee	Quarterly	2 nd Monday	Napstad, Alt. Westerlund
Northern Counties Land Use Coordinating Board			Napstad, Alt. Marcotte
Ordinance	As needed		Napstad and Marcotte
Park Commission	Monthly	2 nd Monday	Westerlund
Personnel	As needed		Marcotte and Wedel
Planning Commission	Monthly	3 rd Monday	Westerlund
Purchasing/Building	As needed		All Commissioners
Snake River Watershed	Monthly	4 th Monday	Niemi
Sobriety Court	Monthly	3 rd Tuesday	Wedel
Solid Waste Advisory	As needed		Napstad and Westerlund
Toward Zero Deaths	Monthly	2 nd Wednesday	Wedel
Tri-County Community Health Services			Westerlund

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



To: Chairperson, Aitkin County Board of Commissioners Date: 5-20-14

Via: Roxy Traxler, Interim County Administrator

From: Roxy Traxler, Interim County Administrator

Title of Item:

VanderMey and Beasley Properties

Requested Meeting Date: 5-27-14 Estimated Presentation Time: _____

Presenter: John Welle, County Engineer

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)
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- Original bid spec or quote request (excluding complex construction projects)
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- Plat approval check-list and supporting documents
- Copy of previous minutes related to this issue
- Other supporting document(s) (please list) _____

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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: Roxy Traxler, Interim County Administrator

RE: VanderMey and Beasley Properties

DATE: May 20, 2014

At Tuesday's Board meeting County Engineer John Welle will be present to discuss the flooding issues on the VanderMey and Beasley properties.

AITKIN COUNTY COMMISSIONER'S MEMO

TO: Aitkin County Commissioners
Roxy Traxler, Interim County Administrator

FROM: John Welle

DATE: May 20, 2014

Regular Agenda Item: County State-Aid Highway 5 Drainage

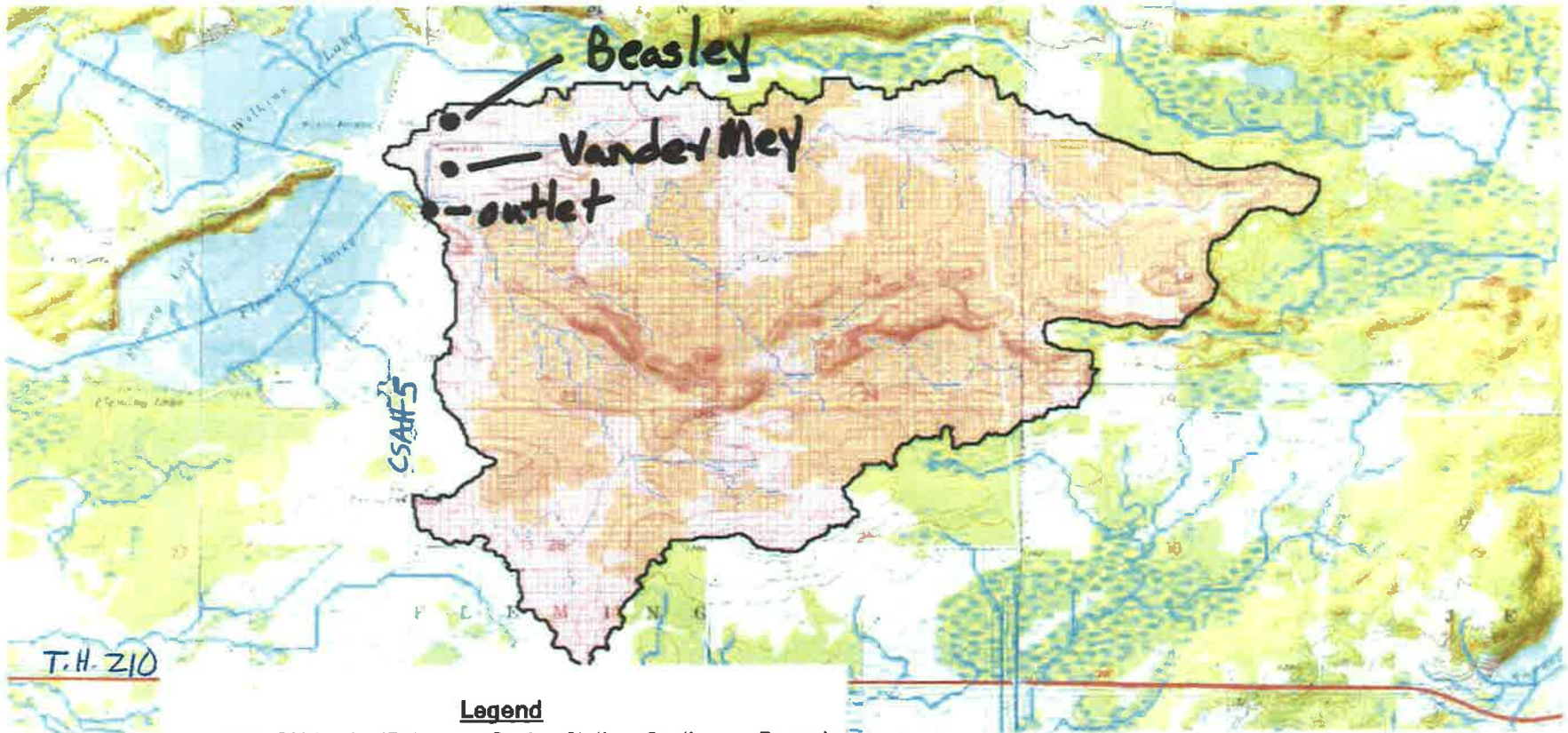
Summary:

During the June, 2012 flood, a culvert crossing on County State-Aid Highway 5 approximately two miles north of the Trunk Highway 210 intersection was not able to handle the amount of water flowing to it and caused water to flood onto adjacent properties owned by Tom/Jane Vandermey and John/Rhonda Beasley. As shown on the attached map, this culvert crossing is in close proximity to houses located on these two properties. Since highway department staff was not able to inspect the site during the peak of the flooding, it is unknown to what extent the flood water reached these houses.

The watershed that drains to this crossing is 3.7 square miles in area and has an estimated 100-year flow of 260 cubic feet per second of water. The watershed characteristics cause water to drain off of the watershed relatively quickly, which has the potential to overwhelm to the two-48-inch diameter culverts at the crossing, causing short term flooding in the surrounding area.

The existing culverts were installed in 1986 as part of a large project to improve the entire 7.5-mile segment of CSAH 5 from TH 210 to CSAH 3 in Palisade. The elevation of the road at the culvert crossing was raised approximately three feet. The landowners allege that the culverts are inadequately sized to compensate for the loss of flow that, prior to 1986, went over the road.

Research conducted since the 2012 flood indicates the possibility that the 1986 improvements increased the upstream stage of flood water. However, it is difficult to accurately make this determination due to the lack of information about the pre-existing conditions. Further, it is unknown what regulations or agreements relative to this culvert crossing were in place at the time of the 1986 improvement.



- Legend**
- ☆ GlobalWatershedPoint
 - Slp1085Point
 - LongestFlowPath3D
 - GlobalWatershed
 - Stream Grid
 - ☒ ExcludePoly
 - ▲ Gaging Station, Continuous Record
 - Low Flow, Partial Record
 - ▲ Peak Flow, Partial Record
 - ▲ Peak and Low Flow, Partial Record
 - ▲ Stage Only
 - ▲ Low Flow, Partial Record, Stage
 - ▲ Miscellaneous Record
 - ▲ Unknown



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



To: Chairperson, Aitkin County Board of Commissioners Date: 5/20/14
Via: Roxy Traxler, Interim County Administrator
From: Land Department

Title of Item: Results of 5/19/14 Timber Auction
Requested Meeting Date: 5/27/14 Estimated Presentation Time: 10 minutes
Presenter: Mark 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 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) **Timber sales results**

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 Land Dept
209 2nd St. NW Room 206
Aitkin, Mn. 56431
FSC Certification # SW-FM/COC-000028

Bidder Results For Timber Sale Auction - 5/19/2014

100% Equals Appraised

Tract	PERMITN	Acres	Sale Type	Expires	AdminName	Percent Bid	Value	Purchased by
<i>Sale Type</i>			Regular auction sales					
1	13517	21	Regular auction sales	5/15/2017	Bob Kangas	201 %	\$9,900.00	North Shore Forest Products
2	13544	23	Regular auction sales	5/15/2017	Bob Kangas	260 %	\$24,039.00	Sappi - Wood Procurement
3	13545	20	Regular auction sales	5/15/2017	Bob Kangas	210 %	\$12,000.80	Ralph Simcoe
4	13503	51	Regular auction sales	5/15/2017	Bob Kangas	212 %	\$18,691.40	Sappi - Wood Procurement
5	13347	26	Regular auction sales	5/15/2017	Bob Kangas	215 %	\$16,801.50	Sappi - Wood Procurement
6	13541	55	Regular auction sales	5/15/2017	Bob Kangas	271 %	\$48,959.30	Sappi - Wood Procurement
7	13534	38	Regular auction sales	5/15/2017	Tom Parkin	170 %	\$9,018.50	North Shore Forest Products
8	13550	32	Regular auction sales	5/15/2017	Tom Parkin	210 %	\$18,958.50	North Shore Forest Products
9	13515	24	Regular auction sales	5/15/2017	Tom Parkin	225 %	\$16,695.00	North Shore Forest Products
10	13562	30	Regular auction sales	5/15/2017	Tom Parkin	220 %	\$17,974.00	Mark Demenge
11	13561	16	Regular auction sales	5/15/2017	Tom Parkin	100 %	\$4,255.00	Dell Brekke
13	13529	5.5	Regular auction sales	5/15/2017	Dan Gordon	165 %	\$4,784.00	John Pisarek
15	13548	42	Regular auction sales	5/15/2017	Dan Gordon	212 %	\$24,650.00	Greg Cook LoggingClinton Cook
16	13530	13	Regular auction sales	5/15/2017	Dan Gordon	215 %	\$11,208.00	James Maxwell
17	13559	34	Regular auction sales	5/15/2017	Dan Gordon	300 %	\$49,320.00	Sappl - Wood Procurement
18	13558	66	Regular auction sales	5/15/2017	Dan Gordon	380 %	\$92,240.00	Sappi - Wood Procurement
19	13528	33	Regular auction sales	5/15/2017	Dan Gordon	172 %	\$7,912.00	Ted Kromy
20	13542	39	Regular auction sales	5/15/2017	Dan Gordon	220 %	\$18,392.00	Blandin

Aitkin County Land Dept
209 2nd St. NW Room 206
Aitkin, Mn. 56431
FSC Certification # SW-FM/COC-000028

TIMBER AUCTION PRODUCT SUMMARY
Monday, May 19, 2014

<i>Product</i>	<i>Amount Sold</i>	<i>Value \$</i>	<i>Average Price</i>
ASH PULP	30.00	\$528.00	\$17.60
ASH P/B	150.00	\$2,003.50	\$13.36
ASPEN PULP	100.00	\$2,752.00	\$27.52
ASPEN P/B	7890.00	\$330,634.40	\$41.91
BALSAM FIR PULP	20.00	\$704.00	\$35.20
BALSAM FIR P/B	32.00	\$512.00	\$16.00
BASSWOOD PULP	45.00	\$648.00	\$14.40
BASSWOOD P/B	165.00	\$1,965.00	\$11.91
P BIRCH PULP	71.00	\$616.00	\$8.68
P BIRCH P/B	1030.00	\$16,655.90	\$16.17
MAPLE PULP	233.00	\$3,422.00	\$14.69
MAPLE P/B	1165.00	\$18,856.40	\$16.19
MXD HWD PULP	130.00	\$1,040.00	\$8.00
MXD HWD P/B	165.00	\$2,382.00	\$14.44
OAK P/B	573.00	\$16,557.80	\$28.90
J PINE PULP	30.00	\$954.00	\$31.80
R/W PINE BOLTS	0.50	\$8.00	\$16.00
W SPRUCE P/B	25.00	\$400.00	\$16.00
R PINE PULP	200.00	\$5,160.00	\$25.80
Cords	12,054.50	\$405,799.00	
Grand Totals:		\$405,799.00	\$ 33.66

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



To: Chairperson, Aitkin County Board of Commissioners Date: 5/20/14
Via: Patrick Wussow, County Administrator
From: Land Department
Title of Item: Letter regarding endangered species listing - Northern Long-Eared Bat
Requested Meeting Date: 5/27/14 Estimated Presentation Time: 15 minutes
Presenter: Mark Jacobs

Type of Action Requested (check all that apply)

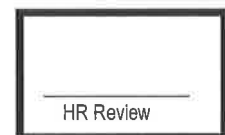
- For info only, no action requested Approve under Consent Agenda
- For discussion only with possible future action Adopt Ordinance Revision
- Let/Award Bid or Quote (attach copy of basic bid/quote specs or summary of complex specs, each bid/quote received & bid/quote comparison)
- Approve/adopt proposal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



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- Copy of previous minutes related to this issue
- Other supporting document(s) **draft letter**

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Sue Bingham

From: Mark Jacobs [mjacobs@co.aitkin.mn.us]
Sent: Tuesday, May 20, 2014 11:58 AM
To: 'Sue Bingham'; 'Roxy Traxler'
Subject: 5/27 agenda item
Attachments: NLEB CB.docx

I will have a brief report at the meeting with bulleted "talking point" handouts so the press has the info in-hand. MJ

Mark Jacobs
Land Commissioner
Aitkin County Land Department
209 2nd St NW Room # 206
Aitkin, MN 56431

Mr. Tom Melius
U.S. Fish and Wildlife Service
5600 American Blvd. West, Suite 990
Bloomington, MN 55437-1458

May XX, 2014

Dear Mr. Melius,

The Aitkin County Board of Commissioners would like to express our concerns regarding the U.S. Fish and Wildlife Service (FWS) proposed listing of the Northern Long-Eared Bat (NLEB) on the federal endangered species list. We understand that the proposed listing is due primarily to devastating population declines from white nose syndrome (WNS) in eastern states.

While Aitkin County recognizes the rationale for the NLEB listing, we are concerned that potential seasonal forest management restrictions resulting from the listing will have detrimental impacts to our local forest industry and forest dependent communities; and that these impacts will outweigh the potential benefits to the NLEB. We believe that due to our vast and diverse forests and our history of responsible forest management, a habitat management approach is a better means to maintain viable populations of forest dependant bats in our region than attempting to protect individuals.

Aitkin County manages over 221,000-acres of forestland in northern MN which provides diverse habitat for NLEB. Our annual timber harvest rate is 1.8% of our forestland; with less than 1/3 of that harvest occurring during the critical summer months. Therefore the risk of bat mortality resulting from timber harvesting is quite small. Our forestry practices retain structural elements (e.g. snags, cavity trees, riparian buffers) that are important habitat characteristics for NLEB. Our forestland has been third-party certified by the Forest Stewardship Council (since 1997) to independently verify sustainable harvest levels and ecologically-based forestry practices utilized to sustain forests and forest habitat.

Responsible forest management has not been shown to adversely impact forest dwelling bats, including NLEB. Aitkin County views forest bats as a beneficial species and we are committed to continuing forestry practices that enhance their habitat and maintain their populations in our County. We strongly recommend that the emphasis of NLEB protection should be on stopping the spread of WNS, not attempting to protect individual bats across millions of acres of forest in our region through unnecessary regulation.

JMW - Chair Aitkin County Board of Commissioners