

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



To: Chairperson, Aitkin County Board of Commissioners Date: June 2, 2014
Via: Roxy Traxler, Interim County Administrator
From: Undersheriff John Drahota
Title of Item: Auction of Forfeited Vehicles
Requested Meeting Date: June 10, 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

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Aitkin, MN 56431

218-927-7435 Emergency 911
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MEMO

TO: Board of Commissioners DATE: June 2, 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 Chrysler Concorde (118,879 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.