

## Wakefield Lake Rescue --- September 28<sup>th</sup> 2013

Bob Neuman and his 9-year-old son were riding on the pontoon and fishing on the remote Wakefield Lake in Turner Township on September 28, 2013. With Bob driving and Luke standing on the open front – Luke dropped paddle into the water and leaned forward to watch it disappear. Seeing what was going on – Bob cut the power to the motor. At that moment – Luke fell overboard. He struggled in the water – without a life jacket.

Bob immediately jumped into the water to aid his son. Bob also did not have on a life jacket. The pontoon was drifting further away with the wind. The factors at play: Luke's inability to swim, the weight of his clothes and the distance from shore put both of them in a life or death situation.

As it happened, Gordy Ceagleske of Tamarck picked Wakefield Lake to try catch a fish that day. Not sure how the fishing was for Gordy that day. But he saved two lives and so positively changed the outcome of that day for so many, many people.

We never got a call on this incident. I read about it in the paper like everyone else.

Gordy – on behalf of the citizens of Aitkin County -----Thank You for your life-saving efforts on that day last September.

Handout  
4A

# AITKIN COUNTY ADMINISTRATION

**Aitkin County Courthouse**  
**Nathan Burkett, Administrator**  
217 Second Street N.W. Room 130  
Aitkin, MN 56431  
218-927-7276  
Fax: 218-927-7374

TO: County Board  
FROM: Nathan Burkett, County Administrator  
RE: Request for 2015 Budget Guidance  
DATE: 7/8/2014

County Administration is seeking guidance from the County Board related to 2015 budget preparations.

1. Review and consensus approval of the 2015 budget schedule

Administration requests the consideration and input of the County Board on the attached proposed schedule. Consensus agreement on the framework and rough time frames would be appreciated.

2. Range of Levy

Administration requests that the County Board provide a range (in dollars or percent) that the County Board is willing to consider while deliberating the 2015 budget. This range is for guidance only and does not serve as a final approval or suggest a willingness to increase the levy. A range of this sort gives Administration and the departments opportunity to discuss and assist the Board in deliberating the tradeoffs that often must be made while budgeting.

3. Specific Objectives for 2015

Administration requests that the County Board provide any specific objective(s) that the County Board would like to discuss and consider for inclusion in the 2015 budget. This is particularly important for objectives that will require dedicated funding, and are not included in the 2014 budget. Administration and departments will strive to include necessary funding for objectives discussed by the Board in the 2015 budget.

Information for consideration in giving budget guidance follows, more detailed information will be provided as the budgeting process continues. This information represents the best of my knowledge at this time. This does not include information from other taxing jurisdictions (cities, townships, schools, etc...)

1. Economic conditions
  - a. Aitkin County Unemployment Rate: 6.1%, trend decreasing, greater than MN statewide unemployment rate.
  - b. Aitkin County Median Income: varies by census tract in the county, between \$33k and \$47k and steady.
2. Impact of taxation
  - a. The average property tax for the average homestead property in Aitkin County has decreased by approximately \$100 over the past five years (taxes payable 2010 to 2014)
  - b. Average tax rate has increased primarily due to tax capacity decreasing, the levy has increased minimally in comparison to statewide and regional averages.
  - c. Levy in Aitkin County over the past 15 years and the past five years compares favorably to the statewide and regional averages.
  - d. New construction is growing – but is significantly below the growth of the early 2000's
  - e. Property values appear to be on a slow re-bounce from lows and recent newspaper reports suggest that properties in Aitkin County are growing in demand.
3. 2015 budget pressures
  - a. Ongoing union negotiations: Unsure of total fiscal impact at this point, but is expected to put pressure on the expenditure side of the 2015 budget.
  - b. Health insurance premiums for FY 2015 are unknown at this point.
  - c. Total impact of new salary scale is unknown at this point but is expected to put pressure on the expenditure side of the budget.
  - d. Long term capital improvement needs, specifically roads will need to be addressed in the near future (one to two years), and may put pressure on the 2015 budget expenditures.
  - e. 2014 budget uses \$600k of reserves for operating expenses. While this practice is not inappropriate, it cannot continue forever. Resolving and creating long term operational balance will likely put pressure on both expenditure and revenue sides of the budget.
  - f. There are existing deferred maintenance issues that should be resolved in the next one to two years which will likely put pressure on the expenditure side of the budget.
4. Opportunities

There will be more opportunities presented to the Board as they are discovered, the following are initial analysis.

- a. Investments in technology to improve efficiency and lower long term operating costs.
- b. Analysis of current operational processes and potential process improvement to reduce long term operational costs.

## Administrator's Recommendation on 2015 Budget Guidance

After consideration of all the factors, and taking in to account the best information I have at this time, I make the following recommendations:

1. Levy guidance: Initial proposed budget should not include a levy greater than \$12,025,696, with a strong preference for a lower recommendation.
2. All reasonable efforts should be made to decrease long term costs through well planned investments in technology.
3. The 2015 budget process should include consideration of long term capital expense needs with specific focus on roads and deferred maintenance needs.
4. Any additional objectives deemed advisable by the County Board.

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**Nathan Burkett, Administrator**  
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Aitkin, MN 56431  
218-927-7276  
Fax: 218-927-7374

TO: County Board  
FROM: Nathan Burkett, County Administrator  
RE: Proposed 2015 Budget Schedule  
DATE: 7/8/2014

I am seeking consensus of the County Board for the following proposed schedule for preparation and approval of the 2015 budget. Upon consensus, this schedule will be distributed to department heads and discussed at the ~~June~~ <sup>July</sup> 9, 2014 Department Head meeting.

Date	Activity
July 8, 2014	Obtain budget guidance from the County Board
July 9, 2014	The following are delivered to Department Heads: <ul style="list-style-type: none"> <li>• Budget guidance</li> <li>• Personnel and insurance projections</li> <li>• Budget preparation and submission documents (line items)</li> </ul> <p>Department Heads will determine if they desire to present a unified budget to the County Board through collaborative preparation</p>
July 25, 2014	Appropriation letter responses due  Department proposals due to Administration (extensions of up to 2 weeks available upon request)
July 26 – August 25, 2014	Budget conferences
August 26, 2014	Draft budget delivered to County Board
August 28, 2014	Special County Board meeting – Budget presentations
September 9, 2014	County Board adopts preliminary budget and levy

September 10 – October 27, 2014	Additional budget conferences as necessary
October 28, 2014	Final Draft budget delivered to County Board  Board approves date for 2015 budget hearing and notice published
November	Board directed budget review and conference
December 2, 2014 (Tentative)	Evening Board Meeting and Budget Hearing
December 16 or 23, 2014 (Tentative)	Final Budget approval

Handout  
5B

Theme		Target Completion Date
Objective		
Measure		
Initiative		

Establish professional relationships with the County Board, Elected Officials, and all County staff in order to create a team approach and develop effective working relationships to deliver efficient County services.		
Meet one on one with each of the County Commissioners to develop personal working relationships, identify their individual goals, and direction for the future of the County and better understand their vision of the County Administrator in fulfilling those goals.		7/25/2014
Meet one on one with all department heads, create mutual expectations, near term objectives and agreed upon professional standards including communications plan		8/8/2014
Create a plan to make opportunities for staff to have opportunities to communicate and interact with the County Administrator		8/29/2014

Develop a complete understanding of department level goals and challenges to provide appropriate guidance and resources and assist in solving problems.		
Familiarize self with the Facility needs of the County,		11/11/2014
Assist the Facilities Committee to make a recommendation to the County Board for the long-term facilities needs of the County		3/24/2015
Evaluate individual employee performance in accordance with county policy and procedure, and in accordance with agreed upon objectives.		6/30/2015

Theme		Target Completion Date
Objective		
Measure		
Initiative		

Establish a visible presence in the community by creating relationships with key stakeholders, business leaders, media representatives, and civic organizations.

Meet and introduce self to area legislators and their representatives who represent the County.	11/25/2014
Schedule legislative update meeting with the County Board and area legislators.	11/25/2014
Meet with County Business Groups and develop a plan to keep connected with them	11/25/2014
Meet with County Senior Citizen Groups and develop a plan to keep connected with them	11/25/2014
Meet with County Civic Organizations and develop a plan to keep connected with them	11/25/2014

Review and develop a higher level of understanding of the County's short and long term goals, mission, vision, and how these statements shape and guide the direction of the organization.

Meet with the interim County Administrator immediately to share information, get up to speed with pressing county issues, and coordinate the transition process.	7/8/2014
Develop 2015 County goals and objectives, including legislative priorities and strategic planning goals in collaboration with the County Board and Departments	12/31/2014
Complete long term strategic planning process and present a proposed strategic plan to the County Board for approval	4/22/2015
Perform a comprehensive evaluation of the County's economic development tools and practices in collaboration with the County Board, County Leadership and Community organizations and interests	6/23/2015



Theme	Objective	Measure	Initiative	Target Completion Date
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Understand the organizational culture, processes, and procedures that establish the framework for performing day to day activities and duties.

Review the County personnel policies, procedures, and past practices, and prepare possible edits or changes as needed in coordination with the HR Manager. Make recommendations for changes to the Personnel Committee.	12/31/2014
Participate in negotiations, HR Director and Labor attorney continue to be lead in negotiations.	12/31/2014
Choose/Design a Customer Service Assessment Tool	1/30/2015
Choose/Design an Employee Engagement Assessment Tool	1/30/2015
Complete a comprehensive review of technology services and devices in collaboration with departments and IT	3/28/2015
Develop a framework for standardized employee training program	6/30/2015

Understand the County's financial position, budget, budget approval process, capital improvement plan, audit findings, and payment processes.

Develop an implementation plan for the preparation of the 2015 budget and capital improvement plan.	7/22/2014
Develop 5-year financial forecast	7/22/2014
Complete the adoption of the preliminary levy in September	9/23/2014
Review fee schedule process for updates if needed in 2014.	10/28/2014
Ensure final levy and final budget in December.	12/16/2014
Develop implementation plan for new pay scale and pay plan based on the adopted DBM study.	12/31/2014
Develop, Initiate and Implement a Budget process for 2016	3/1/2015
Evaluate the Capital Improvement Plan and collaborate with departments ensure appropriate updates, present to the County Board	5/26/2015

Theme	Objective	Measure	Initiative	Target Completion Date
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Display leadership by promoting a trusting, positive, open, and flexible approach to the role of County Administrator for Aitkin County.				
Complete a six month performance review by the County Board. Adjust goals and objectives as needed based upon Board feedback.				12/30/2014
Complete a one year performance review by the County Board. Adjust goals and objectives as needed based upon Board feedback.				6/23/2015
Ensure fulfillment of the duties of the County Administrator by assisting and guiding the County Board in their decision making process. Become familiar with preferred methods of communication, informational work session materials, and timely agenda item placement.				Ongoing - Evaluated - 6/30/2015

Addition to  
2H

**Sue Bingham**

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**From:** Bill Thompson [bill.thompson@co.aitkin.mn.us]  
**Sent:** Monday, July 07, 2014 6:49 AM  
**To:** 'Sue Bingham'  
**Cc:** 'Nathan Burkett'  
**Subject:** 2005 cub cadet.

Hi Sue,

We're adding the 2005 cub cadet to the Janzen auction. Transmission is broke plus we've already spent too much on it in repairs.

Hope your Monday was good.

Thanks,

BT

# AITKIN COUNTY ADMINISTRATION

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Aitkin County Courthouse  
Nathan Burkett  
217 Second Street N.W.  
Aitkin, MN 56431  
218-927-7276

July 1, 2014

Ag Society  
Kirk Peysar-Aitkin County Courthouse  
209 2<sup>nd</sup> St NW  
Aitkin, MN 56431

Aitkin County is establishing its 2015 budget. As an organization that received funds from Aitkin County in 2014, we are asking for your assistance.

According to our records, in 2014 your organization received appropriations in the amount of \$10,000 and an additional \$10,000 for capital improvements. The economy is lagging and negatively impacting our residents/landowners/taxpayers. The County Board does not want to add to that burden by raising taxes. The Board has indicated that organizations should expect their appropriations to be at the 2014 level or below.

We would like to request the following information:

- The amount of money you are requesting from Aitkin County and a budget of how the money will be used
- A narrative that includes the services you provide to the taxpayers of Aitkin County
- A list of who these services are rendered to and approximately how many people are served
- Three new pieces of information that the County Board believes is necessary:
  - What is your total annual operating budget?
  - What is your year end Fund balance (capital and operating or other)
  - Where else does your funding come from - i.e., grants etc.

Please have this information back to me prior to July 25th. If we don't hear back from you by July 25th, we will use the 2014 numbers.

If you have any questions, please feel free to call me at (218) 927-7276. Thank you for your time and attention to this matter.

Sincerely



Nathan Burkett  
County Administrator

cc: **Aitkin County Board of Commissioners**  
Kirk Peysar, County Auditor  
Budget Correspondence

# AITKIN COUNTY ADMINISTRATION

---

Aitkin County Courthouse  
Nathan Burkett  
217 Second Street N.W.  
Aitkin, MN 56431  
218-927-7276

July 1, 2014

Aitkin Airport Commission  
109 1<sup>st</sup> Ave NW  
Aitkin, MN 56431

Aitkin County is establishing its 2015 budget. As an organization that received funds from Aitkin County in 2014, we are asking for your assistance.

According to our records, your organization received appropriations in the amount of \$14,107 in 2014. The economy is lagging and negatively impacting our residents/landowners/taxpayers. The County Board does not want to add to that burden by raising taxes. The Board has indicated that organizations should expect their appropriations to be at the 2014 level or below.

We would like to request the following information:

- The amount of money you are requesting from Aitkin County and a budget of how the money will be used
- A narrative that includes the services you provide to the taxpayers of Aitkin County
- A list of who these services are rendered to and approximately how many people are served
- Three new pieces of information that the County Board believes is necessary:
  - What is your total annual operating budget?
  - What is your year end Fund balance (capital and operating or other)
  - Where else does your funding come from - i.e., grants etc.

Please have this information back to me prior to July 25th. If we don't hear back from you by July 25<sup>th</sup> we will use the 2014 number.

If you have any questions, please feel free to call me at (218) 927-7276. Thank you for your time and attention to this matter.

Sincerely



Nathan Burkett  
County Administrator

cc: **Aitkin County Board of Commissioners**  
Kirk Peysar, County Auditor  
Budget Correspondence

# AITKIN COUNTY ADMINISTRATION

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Aitkin County Courthouse  
Nathan Burkett  
217 Second Street N.W.  
Aitkin, MN 56431  
218-927-7276

July 1, 2014

Aitkin County CARE  
P.O. Box 211  
Aitkin, MN 56431

Aitkin County is establishing its 2015 budget. As an organization that received funds from Aitkin County in 2014, we are asking for your assistance.

According to our records, your organization received appropriations in the amount of \$37,900 in 2014. The economy is lagging and negatively impacting our residents/landowners/taxpayers. The County Board does not want to add to that burden by raising taxes. The Board has indicated that organizations should expect their appropriations to be at the 2014 level or below.

We would like to request the following information:

- The amount of money you are requesting from Aitkin County and a budget of how the money will be used
- A narrative that includes the services you provide to the taxpayers of Aitkin County
- A list of who these services are rendered to and approximately how many people are served
- Three new pieces of information that the County Board believes is necessary:
  - What is your total annual operating budget?
  - What is your year end Fund balance (capital and operating or other)
  - Where else does your funding come from - i.e., grants etc.

Please have this information back to me prior to July 25th. If we don't hear back from you by July 25<sup>th</sup> we will budget \$35,900.

If you have any questions, please feel free to call me at (218) 927-7276. Thank you for your time and attention to this matter.

Sincerely



Nathan Burkett  
County Administrator

cc: Aitkin County Board of Commissioners  
Kirk Peysar, County Auditor  
Budget Correspondence

# AITKIN COUNTY ADMINISTRATION

---

Aitkin County Courthouse  
Nathan Burkett  
217 Second Street N.W.  
Aitkin, MN 56431  
218-927-7276

July 1, 2014

Central Minnesota Corrections  
322 Laurel Street, Suite 32  
Brainerd, MN 56401

Aitkin County is establishing its 2015 budget. As an organization that received funds from Aitkin County in 2014, we are asking for your assistance.

According to our records, your organization received appropriations in the amount of \$128,689 in 2014. The economy is lagging and negatively impacting our residents/landowners/taxpayers. The County Board does not want to add to that burden by raising taxes. The Board has indicated that organizations should expect their appropriations to be at the 2014 level or below.

We would like to request the following information:

- The amount of money you are requesting from Aitkin County and a budget of how the money will be used
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If you have any questions, please feel free to call me at (218) 927-7276. Thank you for your time and attention to this matter.

Sincerely



Nathan Burkett  
County Administrator

cc: **Aitkin County Board of Commissioners**  
Kirk Peysar, County Auditor  
Budget Correspondence

# AITKIN COUNTY ADMINISTRATION

---

Aitkin County Courthouse  
Nathan Burkett  
217 Second Street N.W.  
Aitkin, MN 56431  
218-927-7276

July 1, 2014

East Central Regional Library  
244 South Birch Street  
Cambridge, MN 55008

Aitkin County is establishing its 2015 budget. As an organization that received funds from Aitkin County in 2014, we are asking for your assistance.

According to our records, your organization received appropriations in the amount of \$232,137 in 2014. The economy is lagging and negatively impacting our residents/landowners/taxpayers. The County Board does not want to add to that burden by raising taxes. The Board has indicated that organizations should expect their appropriations to be at the 2014 level or below.

We would like to request the following information:

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Please have this information back to me prior to July 25th. If we don't hear back from you by July 25<sup>th</sup> we will use the 2014 number.

If you have any questions, please feel free to call me at (218) 927-7276. Thank you for your time and attention to this matter.

Sincerely



Nathan Burkett  
County Administrator

cc: Aitkin County Board of Commissioners  
Kirk Peysar, County Auditor  
Budget Correspondence



# AITKIN COUNTY ADMINISTRATION

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Aitkin County Courthouse  
Nathan Burkett  
217 Second Street N.W.  
Aitkin, MN 56431  
218-927-7276

July 1, 2014

McGregor Airport Commission  
Judy Cirilli  
McGregor City Hall  
McGregor, MN 55760

Aitkin County is establishing its 2015 budget. As an organization that received funds from Aitkin County in 2014, we are asking for your assistance.

According to our records, your organization received appropriations in the amount of \$13,900 in 2014. The economy is lagging and negatively impacting our residents/landowners/taxpayers. The County Board does not want to add to that burden by raising taxes. The Board has indicated that organizations should expect their appropriations to be at the 2014 level or below.

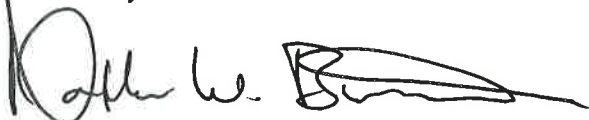
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If you have any questions, please feel free to call me at (218) 927-7276. Thank you for your time and attention to this matter.

Sincerely



Nathan Burkett  
County Administrator

cc: Aitkin County Board of Commissioners  
Kirk Peysar, County Auditor  
Budget Correspondence

# AITKIN COUNTY ADMINISTRATION

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Aitkin County Courthouse  
Nathan Burkett  
217 Second Street N.W.  
Aitkin, MN 56431  
218-927-7276

July 1, 2014

Aitkin County Soil and Water Conservation District  
Steve Hughes  
130 Southgate Drive  
Aitkin, MN 56431

Aitkin County is establishing its 2015 budget. As an organization that received funds from Aitkin County in 2014, we are asking for your assistance.

According to our records, your organization received appropriations in the amount of \$98,034 in 2014. The economy is lagging and negatively impacting our residents/landowners/taxpayers. The County Board does not want to add to that burden by raising taxes. The Board has indicated that organizations should expect their appropriations to be at the 2014 level or below.

We would like to request the following information:

- The amount of money you are requesting from Aitkin County and a budget of how the money will be used
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If you have any questions, please feel free to call me at (218) 927-7276. Thank you for your time and attention to this matter.

Sincerely



Nathan Burkett  
County Administrator

cc: Aitkin County Board of Commissioners  
Kirk Peysar, County Auditor  
Budget Correspondence

# AITKIN COUNTY ADMINISTRATION

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Aitkin County Courthouse  
Nathan Burkett  
217 Second Street N.W.  
Aitkin, MN 56431  
218-927-7276

July 1, 2014

Snake River Watershed Management Board  
18 N Vine Street #291  
Mora, MN 55051

Aitkin County is establishing its 2015 budget. As an organization that received funds from Aitkin County in 2014, we are asking for your assistance.

According to our records, your organization received appropriations in the amount of \$10,079 in 2014. The economy is lagging and negatively impacting our residents/landowners/taxpayers. The County Board does not want to add to that burden by raising taxes. The Board has indicated that organizations should expect their appropriations to be at the 2013 level or below.

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Sincerely



Nathan Burkett  
County Administrator

cc: Aitkin County Board of Commissioners  
Kirk Peysar, County Auditor  
Budget Correspondence

# AITKIN COUNTY ADMINISTRATION

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Aitkin County Courthouse  
Nathan Burkett  
217 Second Street N.W.  
Aitkin, MN 56431  
218-927-7276

July 1, 2014

Northern Counties Land Use Coordinating Board  
PO Box 136  
Ranier, MN 56668

Aitkin County is establishing its 2015 budget. According to our records, your organization was budgeted to receive an appropriation in the amount of \$2,000 in 2014. The economy is lagging and negatively impacting our residents/landowners/taxpayers. The County Board does not want to add to that burden by raising taxes. The Board has indicated that organizations should expect their appropriations to be at the 2014 level or below.

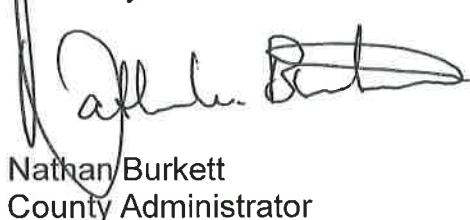
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Nathan Burkett  
County Administrator

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Kirk Peysar, County Auditor  
Budget Correspondence

# AITKIN COUNTY ADMINISTRATION

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Aitkin County Courthouse  
Nathan Burkett  
217 Second Street N.W.  
Aitkin, MN 56431  
218-927-7276

July 1, 2014

Mississippi Headwaters Board  
Land Services Building  
322 Laurel Street  
Brainerd, MN 56401

Aitkin County is establishing its 2015 budget. As an organization that received funds from Aitkin County in 2014, we are asking for your assistance.

According to our records, your organization received appropriations in the amount of \$1,500 in 2014. The economy is lagging and negatively impacting our residents/landowners/taxpayers. The County Board does not want to add to that burden by raising taxes. The Board has indicated that organizations should expect their appropriations to be at the 2014 level or below.

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Aitkin County Courthouse  
Nathan Burkett  
217 Second Street N.W.  
Aitkin, MN 56431  
218-927-7276

July 1, 2014

Aitkin County Historical Society  
PO Box 215  
Aitkin, MN 56431

Aitkin County is establishing its 2015 budget. As an organization that received funds from Aitkin County in 2014, we are asking for your assistance.

According to our records, your organization received appropriations in the amount of \$15,000 in 2014. The economy is lagging and negatively impacting our residents/landowners/taxpayers. The County Board does not want to add to that burden by raising taxes. The Board has indicated that organizations should expect their appropriations to be at the 2013 level or below.

We would like to request the following information:

- The amount of money you are requesting from Aitkin County and a budget of how the money will be used
- A narrative that includes the services you provide to the taxpayers of Aitkin County
- A list of who these services are rendered to and approximately how many people are served
- Three new pieces of information that the County Board believes is necessary:
  - What is your total annual operating budget?
  - What is your year end Fund balance (capital and operating or other)
  - Where else does your funding come from - i.e., grants etc.

Please send us a copy of your current Board members and your organization's appropriate contact information. Several times each year we are asked who is on your committee. This way we can add it to our web site information.

Please have this information back to me prior to July 25th. If we don't hear back from you by July 25<sup>th</sup> we will use the 2014 number.

If you have any questions, please feel free to call me at (218) 927-7276. Thank you for your time and attention to this matter.

Sincerely,

Nathan Burkett  
County Administrator

cc: Aitkin County Board of Commissioners  
Kirk Peysar, County Auditor  
Budget Correspondence

**STATEMENT OF BUSINESS TRANSACTED IN  
OFFICE OF COUNTY RECORDER, AITKIN COUNTY  
DURING June 2014  
DEPOSIT OF CHECK OR CASH \$ 25,972.5 TO AITKIN CO TREASURER**

NATURE OF BUSINESS TRANSACTED	AMOUNT OF FEES RECEIVED
UCC	0
NOTARY	20
NOTARY SURCHARGE	9.2030 Expired 8/1/10
TORRENS	104
TORRENS ASSURANCE	*** 9.2031 12
COUNTY GENERAL FUND	6612
STATE GENERAL FUND	*** 9.2036 4872
RECORDER TECH FEE	4640
UNALLOCATED	5104
STATE WELL CERT.	*** 9.2027 1062.5
COUNTY WELL CERT	187.5
AMENDED DEATH	40
BIRTH CERTIFICATES	315
CHILDREN'S SURCH.	*** 9.2024 105
BIRTH/DEATH SURCH. (140/744)	*** 9.2022 884
DEATH CERT.	561
2010 LEG. SURCH 144.226 SUBD 3 (b)	*** 350
COPIES & C/COPIES	1103.3
<b>TOTAL</b>	<b>25972.3</b>

**WORK DONE FOR VARIOUS COUNTY AGENCIES  
FOR WHICH NO PAYMENT WAS RECEIVED**

RECORDING HONORABLE DISCHARGES	0
AITKIN COUNTY	46
AITKIN CO ROAD & BRIDGE	0
OTHERS	0
<b>TOTAL</b>	<b>46</b>

AITKIN, MN      June 30 , 2014

ZIP                      460  
YEAR TO DATE              2276  
PREVIOUS YEAR      \$29353.5

*Diane M. Dafferty Co Recorder  
by Adam C. Hoopes, deputy*



JUN 30 2014

June 25, 2014

Aitkin County Commissioners  
217 2<sup>nd</sup> St NW Room 134  
Aitkin, MN 56431

Dear Commissioners:

This letter is to inform you that the Board of Water and Soil Resources (BWSR), at its June 25, 2014, regular meeting, approved your request to extend the effective date of your Comprehensive Local Water Management Plan. Enclosed is a copy of the BWSR order granting the extension. The new effective date for the Aitkin County Local Water Plan is August 27, 2016.

Sincerely,

Brian Napstad  
Chair, Board of Water and Soil Resources

cc: Steve Hughes, Aitkin Local Water Plan Coordinator  
Dan Steward, Board Conservationist

Enclosure

Bemidji 403 Fourth Street NW Suite 200 Bemidji, MN 56601 (218) 755-2600	Brainerd 1601 Minnesota Drive Brainerd, MN 56401 (218) 828-2383	Duluth 394 S. Lake Avenue Suite 403 Duluth, MN 55802 (218) 723-4752	Fergus Falls 1004 Frontier Drive Fergus Falls, MN 56537 (218) 736-5445	Mankato 12 Civic Center Plaza Suite 3000B Mankato, MN 56001 (507) 344-2821	Marshall 1400 East Lyon Street Marshall, MN 56258 (507) 537-6060	New Ulm 261 Highway 15 South New Ulm, MN 56073 (507) 359-6074	Rochester 3555 9 <sup>th</sup> Street NW Suite 350 Rochester, MN 55901 (507) 206-2889
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Central Office / Metro Office 520 Lafayette Road North Saint Paul, MN 55155 Phone: (651) 296-3767 Fax: (651) 297-5615

www.bwsr.state.mn.us TTY: (800) 627-3529 An equal opportunity employer



**Minnesota Board of Water and Soil Resources  
520 Lafayette Road North  
St. Paul, Minnesota 55155**

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In the Matter of Extending the Local Water Plan  
For **Aitkin County** pursuant to M.S. 103B.311,  
Subdivision 4, Authorizing BWSR to Grant Extensions

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**ORDER EXTENDING  
LOCAL WATER PLAN**

**Whereas**, Aitkin County has a state approved Local Water Plan that is effective until January 25, 2014, pursuant to M.S. 1990, Section 103B.301, and

**Whereas**, the Board has authorization to grant extensions pursuant to M.S.103B.3367.

**Now therefore**, the Board hereby makes the following Findings of Fact, Conclusions and Order:

**FINDINGS OF FACT**

1. On June 10, 2014, the Board received a resolution from Aitkin County requesting a two-year extension of their Comprehensive Local Water Plan to August 27, 2016.
2. On June 10, 2014, Board staff reviewed and recommended approval of the extension request by Aitkin County.
3. On June 11, 2014, the North Region Committee met and reviewed the Aitkin County request for an extension. The Committee recommended approval of the request.


**CONCLUSIONS**

All relevant requirements of law and rule have been fulfilled. The Board has proper jurisdiction in the matter of extending the Comprehensive Local Water Plan of Aitkin County pursuant to Minnesota Statute 103B.3367.

**ORDER**

The Board hereby approves the two-year extension of the Aitkin County Comprehensive Water Plan until August 27, 2016.

Dated at St. Paul, Minnesota, this 25th day of June 2014.

By:   
Brian Napstad, Chair



Aitkin County CARE, Inc.  
503 Minnesota Ave. North  
Aitkin, MN 56431

JUN 26 2014

June 25, 2014

Dear Friends of CARE:

I am very pleased to inform you that the Aitkin County CARE Board of Directors has selected Matthew Hill as the next Executive Director at CARE.

Currently, Matthew is the Executive Director for the Aitkin Area Chamber of Commerce and is the owner of the Aitkin Furniture and Carpet store in downtown Aitkin. Previously, Matthew served as the Chair of the Riverwood Healthcare Foundation and as a Council Member for the City of Aitkin.

Matthew will begin employment at CARE on July 7<sup>th</sup>. He can be reached at 218-927-1383, and his email will remain [aitkincountycare@gmail.com](mailto:aitkincountycare@gmail.com).

CARE will benefit greatly from Matthew's nonprofit experience, business background and proven leadership within our community. Aitkin County is so fortunate to have Matthew join the CARE team, and we look forward to the great work yet to be done!

Sincerely,

Beth Leaf  
Aitkin County CARE, Inc.

Cc: Matthew Hill



City of Aitkin

109 First Avenue NW • Aitkin, MN 56431  
218/927-2527 • Fax 218/927-1834  
www.ci.aitkin.mn.us

JUN 26 2014

June 25<sup>th</sup>, 2014

Notice is hereby given that the Aitkin Planning Commission will be holding a public hearing on the following land use item on Monday, July 14, starting at 6:30 p.m. in the council chambers at Aitkin City Hall.

**CONDITIONAL USE PERMIT and VARIANCES: Application from Scott Duffney to permit the operation of a group care facility at 11 Minnesota Avenue South – DMU zoning – PID 56-0-126000. Retrofitting the existing Armory Building for group care will require shoreland district setback and hardcover related variances.**

The City of Aitkin considers your interest and input in this matter, as well as your neighbor's input, an extremely important part of the City's review process. If you are unable to attend the public hearing but would like to provide input, written comments are welcome. Please contact city staff at your earliest convenience so we may address your questions and advise you on submittal due dates. Plans and materials are available for review at city hall during regular business hours.

The list of affected property owners for this public meeting is derived from official records of the Aitkin County Assessor. Because of the lag time between occupancy and record keeping, or because of rental situations, a few affected property owners may have been missed. Please feel free to notify your neighbors of this pending meeting so all may have the opportunity to attend.

- PUBLIC HEARING: Planning Commission Meeting – Monday, July 14, 2014
- TIME– 6:30 p.m.

Dated this 25<sup>th</sup> day of June 2014.

Tammy Lou Pfaff  
City Clerk  
City of Aitkin

- *Please note that if the meeting runs late, the remaining items may be continued to the next available meeting date.*

**North Dakota Pipeline Company LLC**  
1409 Hammond Ave.  
Superior, WI 54880-5247  
[www.enbridge.com](http://www.enbridge.com)

**John McKay**  
Manager, Land Services (U.S. Projects)  
Tel. (855) 788-7805  
[sandpiperproject@enbridge.com](mailto:sandpiperproject@enbridge.com)



June 23, 2014

Aitkin County, Aitkin County, a political subdivision under the laws of the State of Minnesota  
209 2nd Street Northwest  
Aitkin, MN 56431

JUN 25 2014

**Public Release of Sandpiper Pipeline Project Notice List, Including Landowner Names and Addresses**

Dear Landowner:

I am writing to inform you that we have been directed by the Minnesota Public Utilities Commission to release the mailing list<sup>1</sup> used to distribute MN-PUC public notices for the Sandpiper Pipeline Project. This directive is the result of an unidentified landowner's request to make the list public. This list contains your name and address. In previous Enbridge proceedings, this type of information was considered confidential and protected. A different conclusion has been reached in this proceeding, requiring us to disclose the mailing list.

The privacy of your personal information is of the utmost importance to Enbridge and the Sandpiper Pipeline Project team; however, we are required to follow the directive of our regulators. We worked to protect your information, even appealing the initial decision requiring its release to the Office of Administrative Hearings. If you have concerns regarding the release of this information you may wish to contact the Minnesota Public Utilities Commission at:

Minnesota Public Utilities Commission  
121 7<sup>th</sup> Place E., Suite 350  
St. Paul, Minnesota 55101  
651-296-0406  
800-657-3782  
[consumer.puc@state.mn.us](mailto:consumer.puc@state.mn.us)  
[www.puc.state.mn.us](http://www.puc.state.mn.us)

There is a chance that groups other than Enbridge will contact you as a result. If you receive materials, calls, or visits that seem questionable, we ask that you promptly contact your land agent or the Sandpiper Pipeline Project toll-free at 855-788-7805 or by e-mailing at [sandpiperproject@enbridge.com](mailto:sandpiperproject@enbridge.com) to verify the accuracy of the information.

Enbridge has been working and communicating openly with landowners for more than 65 years. We are committed to fostering positive long-term relationships along our pipelines with landowners and nearby residents. We are fully committed to being a good neighbor to landowners and in the communities in which we operate, and where our employees live.

We apologize for this inconvenience and look forward to continuing to work with you.

Sincerely,

A handwritten signature in blue ink that reads 'John L. McKay'.

John McKay  
Sr. Manager, Land Services (U.S. Projects)

**About the Sandpiper Pipeline Project:** North Dakota Pipeline Company LLC (Enbridge) is proposing to build an approximately 616 mile pipeline with associated facilities. The Sandpiper Pipeline Project will transport crude oil from Enbridge's Beaver Lodge Station near Tioga, North Dakota to its existing terminal in Superior, Wisconsin.

This Project is being developed to meet the growing demand for North Dakota crude oil from refineries in the United States and Eastern Canada. The pipeline will expand opportunities for North Dakota shippers to connect to a variety of markets and will assist in establishing a long-term, stable and reliable source of crude oil for the United States and its refineries.

<sup>1</sup> Any person included on the Sandpiper Pipeline Project mailing list used to distribute the Notice Plan for the Project. This list includes mailing addresses for those along routes described as the 'North' and 'South'. At this time the Minnesota Public Utilities Commission has NOT determined the route for the Sandpiper Pipeline Project. Please contact the MN-PUC for further information on the Project and its associated review process and schedule.

# Aitkin County Board of Commissioners Board Meeting Attendance Record

Date: July 8, 2014

Name	Please check the boxes that apply.		
	Aitkin County Citizen	Aitkin County Employee	Company Representative – please list.
Denny Peperz	yes		
FRANK SWEENEY	YES		
CLIFF HICKERSON	yes		
KAY HICKERSON	yes		
ALONZO MCDONALD	NO		
Bob Harvants	YES		MY SELF
Hanci Hauembri	yes		Aitkin Age