

# **ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS October 14, 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**
  - E) **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 September 23, 2014 – October 13, 2014**
  - B) **Approve 9/23/14 County Board Minutes**
  - C) **Approve Not Renewing Water Lab Accreditation with Minnesota Department of Health**
  - D) **Adopt Updated Countywide Fee Schedule**
  - E) **Adopt Resolution – 2014 Federal Boating Safety Supplemental Equipment Grant Agreement**
  - F) **Authorize Sale of Vehicles – Sheriff's Office**
  - G) **Adopt Resolution – Final Payment Contract No. 20131**
  - H) **Approve Commissioner Warrants**
  - I) **Approve September Manual Warrants**
  - J) **Approve Letter of Support for Aitkin County HRA**
  - K) **Deny Request to Repurchase Tax-Forfeited Lands**
- 9:05 3) **Bobbie Danielson, Human Resources Director**
- A) **Employee Recognition**
- 9:10 4) **Scott Turner, Sheriff**
- A) **ARMER Radio Project**
  - B) **All Hazard Mitigation Plan**
- 9:40 5) **Kirk Peysar, County Auditor**
- A) **Public Hearing Continuation – Partial Abandonment of Drainage Systems, United States Steel Corporation**
- 10:00 6) **Terry Neff, Environmental Services Director**
- A) **AIS Prevention Plan, Proposed Budget & Resolution**
- 10:15 7) **Nathan Burkett, County Administrator**
- A) **Remaining 2014 County Board Meeting Schedule**

**10:30 8) Committee Updates**

**11:15 Break**

**11:30 9) Nathan Burkett, County Administrator**  
**A) Closed Session Under MN Statute 13D.03 Subd. 1 (b) Labor Negotiations**

**12:30 Adjourn**

The Aitkin County Board of Commissioners met this 23<sup>rd</sup> day of September, 2014 at 9:02 a.m. with the following members present: Chairperson J. Mark Wedel, Commissioners Laurie Westerlund, Don Niemi, Brian Napstad, Anne Marcotte, County Administrator Nathan Burkett, and Administrative Assistant Sue Bingham.

Motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members voting yes to approve the September 23, 2014 amended agenda. Item 5D – Request for Roof/Shingle Replacement - Health & Human Services, was added.

**AITKIN COUNTY HEALTH & HUMAN SERVICES  
BOARD MEETING MINUTES  
September 23, 2014**

**I. Attendance**

The Aitkin County Board of Commissioners met this 23<sup>rd</sup> day of September, 2014, at 9:03 a.m. as the Aitkin County Health & Human Services Board, with the following members present: Chairperson Commissioner Mark Wedel; Commissioners, Anne Marcotte, Brian Napstad, Don Niemi, and Laurie Westerlund; and others present included: County Administrator Nathan Burkett; H&HS Director Tom Burke; H&HS Staff Members Eileen Foss, Income Maintenance Supervisor; Erin Melz, Public Health Supervisor; Sue Tange & Ann Rivas, Social Service Supervisors; Kathy Ryan, Fiscal Supervisor; Julie Lueck, Clerk to the Health & Human Services Board; and guests; Brenda Butterfield, AFSCME Rep.; Nanci Sauerbrei, Aitkin Independent Age; Roberta Elvecrog, and Bob Harwarth, citizens.

**II. Approval of Health & Human Services Board Agenda**

Motion by Commissioner Marcotte, seconded by Commissioner Niemi, and carried; the vote was to approve the Agenda as mailed/posted

**III. Review August 26, 2014 Health & Human Service Board Minutes**

Motion by Commissioner Napstad, seconded by Commissioner Marcotte, and carried, the vote was to approve the August 26, 2014, Health & Human Services Board Meeting Minutes.

**IV. Review Bills**

Motion by Commissioner Napstad, seconded by Commissioner Niemi, and carried; the vote was to approve the Bills as presented this date.

**V. General/Miscellaneous Information**

**A. MN Choices Delay - Tom Burke** noted that our staff are trained and ready but it has been delayed until further notice.

**B. Tribal State Agreement (TSA) Update – Tom Burke** discussed the recent meetings he has attended since May comprised of eight county directors and four county attorneys along with Tribal & DHS representatives. The TSA was put into place in 1997 and reviewed again in 2007 and now for the first time, counties are involved. Recently they went over the QEW (Qualified Expert Witness) and developed a definition of an Indian Child and an Indian Family. The document will be carried by DHS for legislation

**CALL TO ORDER**

**APPROVED  
AGENDA**

**HEALTH &  
HUMAN  
SERVICES  
BOARD**

as the goal for the tribes is to take this from a policy and put it into legislation. Doing work within the TSA requirements are basically the same for us as they have been in the past with the focus on keeping children with their family of origin and /or tribe. There will be a Summit this Thursday, September 24<sup>th</sup> from 8:30-4:30 at Bois Forte where Tom has been asked to be on the Forum Panel addressing the Crisis of Indian Children. Currently the TSA addresses what happens after the child is pulled from the home. Tom would like to address early intervention and education, resources and services. He will also be encouraging funding from all sources including, counties, state, federal, and the tribes. Following the Summit the County and Tribal representatives will be meeting with DHS staff in St. Paul on Friday, September 26<sup>th</sup> at 10 a.m. to further discuss the TSA.

**VI. Contracts**

**A. Purchase of Service Agreement for the period January 1, 2015 through December 31, 2015, between Aitkin County Health & Human Services and:**

- 1. AEOA (Arrowhead Economic Opportunity Agency, Virginia)**
- 2. NEMOJT (NE Minnesota Office of Job Training, Virginia)**

Motion by Commissioner Westerlund, seconded by Commissioner Niemi, and carried, the vote was to approve and authorize the Board Chair to sign the Purchase of Service Agreement for the period January 1, 2015 through December 31, 2015, between Aitkin County Health & Human Services and:

- 1. AEOA (Arrowhead Economic Opportunity Agency, Virginia)
- 2. NEMOJT (NE Minnesota Office of Job Training, Virginia)

**VII. Administrative Reports:**

**A. Financial & Transportation Reports** – Kathy Ryan noted the foster care costs are looking good and we will probably come in with a total of \$696,000 by year end. The budget is also doing well and may come in under what was originally expected.

**VIII. Joint Powers Board Reports:**

**A. Tri-County Community Health Services Board (CHS) – Commissioner Westerlund / Tom Burke / Erin Melz– Aug. 14<sup>th</sup>, 2014 Meeting Minutes were included in the packet.** It was noted the next meeting is October 9<sup>th</sup>. The CHS Conference was held last week and there was a lot of energy around potential services. Consistency and funding is always a concern with new programs.

**IX. Committee Reports from Commissioners**

**A. H&HS Advisory Committee** – Commissioners Westerlund and/or Marcotte Meeting updates from Committee Members: It was noted that Jessi Schultz gave an overview of Children’s Mental Health. Draft minutes of the September 3, 2014 meeting were in the packet.

**B. AEOA Committee Updates-** Commissioner Niemi noted there has not been a meeting.

**C. NEMOJT Committee Updates** – Commissioner Napstad noted their meeting was canceled due to a lack of quorum.

**D. CJI (Children’s Justice Initiative)** – Commissioner Westerlund / Sue Tange noted that the judge was unable to attend and the meeting was quite brief.

**E. Lakes & Pines Update** – Commissioner Niemi noted he discussed service

delivery issues with Bob Benes also discussing the need for low income housing development. It was also felt that weatherization funding was adequate. They felt suppliers of propane in Aitkin County were stocking up and there was hope that folks could pre-buy this year although very few will have the extra money to do that. Eileen Foss noted that staff are working with some folks on a budget plan and incorporating payments to propane providers every month. Commissioner Marcotte would like to know how many residents benefitted from the \$20 million legislation that was implemented.

- F. **Child Protection Issues addressed by Governor Dayton** – Sue Tange addressed the process taken by the County and then the State when a child dies unexpectedly. Governor Dayton is saying that Child Protection protocol needs to be reviewed. Sue noted the outcome will probably be a more structured response with more guidance and more Statutes. Tom noted if the volume of work increases with additional mandates, it will probably require additional staff to accomplish everything.

**Next Health & Human Services Board Meeting – October 28, 2014**

Break: 10:21 a.m. to 10:38 a.m.

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to approve the Consent Agenda as follows: A) Correspondence File: September 9, 2014 – September 22, 2014; B) Approve County Board Minutes: September 9, 2014; C) Approve County Board Minutes: September 10, 2014 Special Meeting; D) Approve Auditor Warrants – August Manual Warrants: General Fund \$79,941.89, Road & Bridge \$86,236.51, Health & Human Services \$2,541.05, State \$53,552.44, Forest Development \$250.00, Agency \$86,567.00, Taxes & Penalties \$62.00, Long Lake Conservation Center \$1,578.45, Parks \$1,012.00 for a total of \$311,741.34; E) Approve Auditor Warrants – August Sales and Use Tax: General Fund \$412.79, Road & Bridge \$1,838.78, State \$6,296.00, Trust \$1.93, Forest Development \$0.07, Long Lake Conservation Center \$45.02, Parks \$241.39 for a total of \$8,835.98; F) Approve Commissioner Warrants: General Fund \$109,291.00, Road & Bridge \$46,188.87, Health & Human Services \$926.22, State \$375.00, Trust \$6,605.24, Forest Development \$8,269.08, Long Lake Conservation Center \$6,377.43, Parks \$1,448.58 for a total of \$179,481.42; G) Adopt Resolution – Form LG220 Jacobson Landing Recreation Area; H) Adopt Resolution – Corner Club Liquor License; I) Adopt Resolution – Northwoods ATV Trail Limited Use Permit

Under the consent agenda, motion for a resolution by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – Form LG220 Jacobson Landing Recreation Area:

**BE IT RESOLVED**, the Aitkin County Board of Commissioners agrees to approve the Application for Exempt Permit – Form LG220 – of the Jacobson Landing Recreation Area, at the following location – Forestry Station Bar & Grill, which has an address of 67791 State Hwy 65, Jacobson, MN 55752 – Ball Bluff Township. (Note: Date of activity for Raffle – February 15, 2015.)

**HHS BOARD  
ADJOURNED**

**BREAK**

**REGULAR BOARD  
RECONVENED**

**CONSENT  
AGENDA**

**RESOLUTION  
092314-060  
FORM LG220  
JACOBSON  
LANDING  
RECREATION  
AREA**

Under the consent agenda, motion for a resolution by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – Corner Club Liquor License:

**BE IT RESOLVED**, the Aitkin County Board of Commissioners agrees to approve the following liquor license for a period ending December 31, 2014:

**“ON”, “OFF” and “SUNDAY” Sale:**

Corner Club LLC d/b/a **Corner Club** - Macville Township  
This establishment has an address of 60967 U.S. Hwy 169, Hill City, MN 55748

Under the consent agenda, motion for a resolution by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – Northwoods ATV Trail Limited Use Permit

**WHEREAS**, Aitkin County is administrator of the Northwoods ATV trail; and

**WHEREAS**, part of the trail runs in the right-of-way north of State Highway 200 in the City of Hill City.

**BE IT THEREFORE RESOLVED**, that Aitkin County, as trail administrator, authorizes execution of a Limited Use Permit between Aitkin County and the Minnesota Commissioner of Transportation to extend the trail one block west from Cedar Street to Main Street in Hill City as depicted on the attached map.

Kirk Peysar, County Auditor continued the July 22, 2014 Public Hearing for Petition for Partial Abandonment of a Drainage System within Sections 27, 28, 32, 33 and 34 of Workman Township (T.49N.-R.24W.) Aitkin County, MN. United States Steel Corporation (U.S. Steel) submitted this petition for ditch abandonment pursuant to Minnesota Statute 103E.806. On September 15, 2014, in response to concerns expressed at the July 22<sup>nd</sup> Public Hearing, United States Steel Corporation submitted a revision to the original petition. Dan Tix and Tracy Muck represented US Steel and presented revisions. John Welle, Aitkin County Engineer approved of the revisions. No public comment was given. County Attorney Jim Ratz offered opinion and guidance. Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to continue the Public Hearing on October 14, 2014, to keep the written public comment period open through 4:30 p.m. on October 14<sup>th</sup>, and to schedule Board deliberations with possible action on October 28, 2014.

Motion for a resolution by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – S.A.P. 001-628-013 Grant Agreement:

**WHEREAS**, the County of Aitkin has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for construction of Bridge No. 01J28 on County State-Aid Highway 28 over Ripple River, and

**WHEREAS**, the Commissioner of Transportation has given notice that funding for this local bridge replacement project is available; and

**RESOLUTION  
092314-061  
CORNER CLUB  
LIQUOR LICENSE**

**RESOLUTION  
092314-062  
NORTHWOODS  
ATV TRAIL  
LIMITED USE  
PERMIT**

**CONTINUATION  
OF JULY 22<sup>ND</sup>  
PUBLIC HEARING  
FOR PETITION  
FOR PARTIAL  
ABANDONMENT  
OF A DRAINAGE  
SYSTEM – UNITED  
STATES STEEL  
CORPORATION**

**RESOLUTION  
092314-063  
S.A.P.  
001-628-013  
GRANT  
AGREEMENT**

**WHEREAS**, a Grant Agreement has been proposed with the grant amount determined to be \$71,999.98.

**NOW, THEREFORE BE IT RESOLVED**, that Aitkin County agrees to pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any appropriated amount that is not needed.

**BE IT ALSO RESOLVED**, that the County of Aitkin does hereby agree to the terms and conditions of the Grant Agreement and authorizes the Aitkin County Engineer to execute the Agreement and any amendments thereto.

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting to schedule the 2015 Public Budget Hearing on November 25, 2014 at 6:05 p.m. in the Aitkin County Boardroom, located in the Aitkin County Courthouse, at 217 2<sup>nd</sup> Street NW, Aitkin, MN.

**2015 PUBLIC BUDGET HEARING SCHEDULED**

Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting to adopt resolution – 2015 Preliminary Levy:

**RESOLUTION 092314-064 2015 PRELIMINARY LEVY**

**BE IT RESOLVED**, that the preliminary Aitkin County tax levy for payable 2015 be set at \$11,999,900.

Nathan Burkett, County Administrator discussed Aitkin County financial policies with the Board.

**FINANCIAL POLICIES**

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting yes to approve quote of \$23,546 from Darrick Weimer Construction L.L.C. for roofing project at Health & Human Services.

**ROOF SHINGLE REPLACEMENT - HHS**

Nathan Burkett, County Administration asked the Board if they would like him to continue to attend Broadband meetings and be a part of broadband discussions. The Board agreed he should continue to participate in the meetings and discussions.

**BROADBAND**

Commissioner Anne Marcotte left at 12:16 p.m.

**MARCOTTE LEFT**

The Board reported on the following: AIS, EQB, MHB, Planning Commission, Big Sandy Lake Association, Enbridge Pipeline, ARDC, Farm Bureau, Lakes & Pines, Snake River, CMCC, Community Health Board, MACCAC, Sobriety Court, TZD, Water Planning Task Force

**BOARD DISCUSSION**

Commissioner Don Niemi left at 12:56 p.m.

**NIEMI LEFT**

Motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried (3-0 Marcotte/Niemi absent), to adjourn the meeting at 1:01 p.m. until Tuesday, October 14, 2014 at 9:00 a.m.

**ADJOURN**

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J. Mark Wedel, Chairperson  
Aitkin County Board of Commissioners

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Nathan Burkett, County Administrator





# Board of County Commissioners Agenda Request

2c

Agenda Item #

**Requested Meeting Date:** October 14, 2014

**Title of Item:** Water Lab Accreditation

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Terry Neff		<b>Department:</b> Environmental Services
<b>Presenter (Name and Title):</b> Michelle Leitinger, Environmental Health Specialist - if needed		<b>Estimated Time Needed:</b> N/A
<b>Summary of Issue:</b> Do not renew water lab accreditation with the Minnesota Department of Health. See attached memorandum for detailed explanation.		
<b>Alternatives, Options, Effects on Others/Comments:</b> Continue to renew accreditation with Minnesota Department of Health, water test fee's will remain at current level.		
<b>Recommended Action/Motion:</b> Approval to not renew water lab accreditation with the Minnesota Department of Health.		
<b>Financial Impact:</b> <i>Is there a cost associated with this request?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> Water testing fee's would be lowered if the water lab accreditation is not renewed.		

Legally binding agreements must have County Attorney approval prior to submission.

**Aitkin County Environmental Services Planning and Zoning**  
**209 Second Street NW**  
**Room 100**  
**Aitkin, MN 56431**  
Phone: 218-927-7342  
Fax: 218-927-4372



**MEMORANDUM**

**DATE:** October 2, 2014  
**TO:** Aitkin County Board of Commissioners  
Nathan Burkett, County Administrator  
**FROM:** Terry Neff, Environmental Services Director  
**RE:** Water Lab Accreditation

The Minnesota Department of Health certifies water labs in Minnesota, which is a Water Lab Accreditation. The cost for this accreditation is approximately \$3,000.00 per year. Foster care and daycare facilities are the only samples that we have that require this accreditation (approximately 20-30 samples per year). All other samples do not require this accreditation (approximately 170-180 samples per year).

If we do not renew the accreditation we could reduce the water sampling fee from \$50.00 per sample (bacteria and nitrates) to \$40.00 per sample. We would then send all samples that require accreditation to AW Research in Brainerd.

Based on my discussions with other Counties that have their own water labs, many are not accredited labs and those that have been will not be renewing their accreditation.

Current water lab testing fee's are:  
Bacteria (Coliform and E.coli) = \$30.00 Nitrate = \$30.00 or \$50.00 for both.

I propose Aitkin County not renew the Water Lab Accreditation in order to lower the water lab testing fee to \$25.00 for bacteria, \$25.00 for nitrates and \$40.00 for both.

If you have any questions, please contact me at 218-927-7342 or by e-mail at [tneff@co.aitkin.mn.us](mailto:tneff@co.aitkin.mn.us).

c:\ctybrd\ctybrd2014



# Board of County Commissioners Agenda Request

20

Agenda Item #

**Requested Meeting Date:** October 14, 2014

**Title of Item:** Countywide Fee Schedule Update

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Nathan Burkett		<b>Department:</b> Administration
<b>Presenter (Name and Title):</b> n/a		<b>Estimated Time Needed:</b> n/a
<b>Summary of Issue:</b>  <p>On June 10, 2014 Aitkin County held a Public Hearing to consider adopting a Countywide Fee Schedule. The Countywide Fee Schedule was adopted that day. Since that time staff has notified us of a few fees that need to be updated. Rather than have each department bring their changes to the Board, we requested all changes be sent to us so that the changes could be submitted all at one time. We anticipate no further fee changes this year, but the fee schedule will be updated annually.</p> <p>The GIS Department, Health and Human Services, Sheriff's Office, and Planning &amp; Zoning submitted fee updates.</p> <p>Attached is a final draft of the new fee schedule, along with a copy outlining all the changes that were made.</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b>  		
<b>Recommended Action/Motion:</b> Adopt the updated Aitkin County Fee Schedule, effective October 14, 2014.		
<b>Financial Impact:</b> <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

**Aitkin County  
Fee Schedule  
Approved by the Board on October 14, 2014  
Effective October 14, 2014**

Final Draft

Postage expenses shall be borne by requestor.

**COMMON FEES**

COPIES - Black and White (letter size, legal size, and ledger 11"x17" size) Plat size (22" x 34")	\$ 0.25 per page (single or double sided) \$ 3.00 per page (single or double sided)
COPIES - Color (letter size, legal size, and ledger 11"x17" size) Plat size (22" x 34")	\$ 0.50 per page (single or double sided) \$ 6.00 per page (single or double sided)
FAX, per page International Fax Fee	\$ 1.00 \$ 7.00 first page, \$4.00 each additional page
AS400 OR PRINTED REPORTS	\$ 25.00 minimum or \$0.25 per page, whichever is greater
LABELS	\$ 25.00 minimum or \$3.00 per sheet (30 labels/sheet), whichever is greater
BLUEPRINTS (non copyright)	\$ 5.00 each

**ASSESSOR'S OFFICE**

<b>FIELD CARDS</b>	
Fax of Field Cards	\$ 4.00 per parcel
Email of Field Cards	\$ 4.00 per parcel
SIMPLE SALES QUERY	\$ 5.00 per query
PARCEL DATA REQUESTS (Large Quantity)	\$ 25.00 or \$0.04 per parcel, whichever is greater
LINK GIS Subscription	\$ 180.00 per year

**ATTORNEY'S OFFICE**

<b>AUDIO/VIDEO</b>	
Audio CD's	\$ 10.00
Video Recordings - DVD	\$ 10.00

**AUDITOR'S OFFICE**

<b>ASSESSMENT (SPECIAL)</b>	
Admin Set-up	\$ 7.00 per parcel
ASSEMBLY LICENSE	\$ 500.00 plus \$25,000 bond
AUCTIONEER	\$ 20.00
BEER (3.2%) LICENSE	\$ 40.00 off sale \$ 10.00 on sale \$ 50.00 on & off sale
BOND INFORMATION REQUESTS / Auditor Tax Certificate	\$ 250.00 each
<b>CONSUMPTION &amp; DISPLAY / Set-Ups</b>	
Temporary Consumption & Display Permit	\$ 250.00 each (paid to State) \$ 25.00 per each date
<b>COPIES See Common Fees Section</b>	
Maps, Black and White, 8 1/2" x 11"	\$ 2.00
Maps, Color, 8 1/2" x 11"	\$ 3.00
DANGEROUS DOGS	\$ 25.00
DITCH AND HWY LIEN RELEASES	\$ 15.00
FAXES See Common Fees Section	
<b>FIREWORKS</b>	
	\$ 2.00 Auditor's fee \$ 8.00 Sheriff's fee
GAMBLING	Varies State
<b>JUDGMENT - CONFESSION OF</b>	
Initial Fee	\$ 25.00 per description
Payments on	\$ 2.00 per statement
JUDGMENT COST - Publication	\$ 20.00 per parcel
<b>LIQUOR LICENSE</b>	
	\$ 100.00 club \$ 1,500.00 on sale \$ 360.00 off sale \$ 120.00 Sunday
PLATS (NEW) - AUDITOR'S FEE	\$ 75.00 plus \$2.00 per lot
PLAT (NEW) - SURVEYORS FEE	\$ 150.00 after 5 lots, \$5.00 per lot
PRECIOUS METALS	\$ 25.00
REPURCHASE - COST OF FORF. FEE	\$ 100.00
REPURCHASE - SHERIFF'S COST	\$ 40.00

APPENDIX C  
AITKIN COUNTY GUIDELINES AND PROCEDURES FOR MINNESOTA GOVERNMENT DATA PRACTICES ACT

TAX/ASSESSMENT SEARCH	\$ 5.00	per parcel
TAX STATEMENTS - Duplicate	\$ 2.00	
TRANSIENT MERCHANTS, PEDDLERS, HAWKERS	\$ 150.00	
TRUTH IN TAXATION		1/3 COST TO CITIES, TOWNS & SCHOOLS
TIF DISTRICTS - ANNUAL COUNTY ADMINISTRATION OF	\$ 100.00	and \$16.00 per parcel for maint (splits, etc.)
TIF - CERTIFICATION OF ORIGINAL VALUE	\$ 150.00	
TOBACCO LICENSE	\$ 50.00	
WASTE HAULERS	\$ 100.00	
WINE LICENSE	\$ 100.00	yearly
Temporary Wine License	\$ 50.00	per each date
VOTER'S CERTIFICATION	\$ 2.00	

**ECONOMIC DEVELOPMENT**

<b>APPLICATION FEE</b>		
JOBZ (expires in 2015)	\$ 500.00	
Tax Abatement	\$ 500.00	
TIF	\$ 500.00	

**GIS**

MAP SETUP/DATA EXTRACTION/DATA CONVERSION	\$ 50.00	per hour
Plotting Existing Map or Graphic		
8.5" x 11" Black and White	\$ 2.00	per copy
8.5" x 11" Color	\$ 3.00	per copy
11" x 17"	\$ 5.00	per copy
18" x 24"	\$ 10.00	per copy
24" x 36"	\$ 15.00	per copy
36" x 48"	\$ 30.00	per copy
PARCEL BOUNDARIES ( ~ 43,000 parcels) Shapefile		*\$0.10 per parcel (\$50 minimum), license required**
TAX ATTRIBUTES - AS400 dBase		*\$0.04 per parcel (\$50 minimum), license required**
ROAD CENTERLINES Shapefile		*\$0.25 per feature, license required**
ADDRESS POINTS Shapefile		*\$0.25 per feature, license required**
OTHER GEOSPATIAL DATA Shapefile		\$50 per dataset
GIS WEBSITE ACCESS, Standard Level		Free

\*\*Geospatial data shall not be released until a proper license agreement is on file with this office.

\*Cost recovery fees for data development are waived for government and academic users. Requests for services not described here are charged at \$50.00 per hour. Funds collected from the distribution of data and maps are used to develop and maintain our county's digital geospatial data.

**HEALTH AND HUMAN SERVICES**

**INCOME MAINTENANCE**

<b>LICENSING</b>		
Child Care Initial Licensing Fee	\$ 30.00	
Child Care Renewal Licensing Fee	\$ 50.00	
<b>BACKGROUND CHECK</b>		
Initial Processing Fee	\$ 50.00	
Fees per HH member over Age 13 (total fees not to exceed \$100.00 annually)	\$ 10.00	
<b>SOCIAL SERVICE (STAFF HOURLY EXPENSE = \$84.00)</b>		
<b>CD ASSESSMENTS</b>		
Ordered by the Court (DUI or DWI)	\$ 200.00	May be subject to sliding fee scale.
All Other	\$ 200.00	May be subject to sliding fee scale.
<b>CUSTODY STUDIES</b>		
Ordered by the Court	\$ 1,000.00	Each parent responsible for half.
VISITATION EXPEDITOR/VISITATION SUPERVISOR	\$ 25.00	per hour, per family.
Fee based on what Remica House charges.		
<b>ADOPTION FINALIZING</b>		
Fingerprint Process for Licensing	\$ 10.00	per person
COMMUNITY EDUCATION	\$ 400.00	per month, registration fee
CORPORATE FOSTER CARE	\$ 250.00	per home, per licensing year
<b>PUBLIC HEALTH</b>		
<b>SAFETY SEATS</b>		
Convertible	\$ 45.00	
Combo	\$ 45.00	
No Back Booster	\$ 12.00	

<b>BIKE HELMETS</b>	
Toddler	\$ 10.00
Child	\$ 10.00
Youth	\$ 10.00
Adult	\$ 10.00
Child/Youth Multi-sport	\$ 15.00
Youth/Adult Multi-sport	\$ 15.00
<b>NIPPLE SHIELDS</b>	
**for NON WIC or Home Visiting Clients	\$ 10.00
<b>HYDROGEL PADS</b>	
**for NON WIC or Home Visiting Clients	\$ 9.00
<b>THERASHELLS</b>	
**for NON WIC or Home Visiting Clients	\$ 11.00
<b>LEAD DRAW</b>	
	\$ 18.00
<b>IMMUNIZATIONS (prices subject to change based on price of serum)</b>	
Hepatitis B (1st in Series)	\$ 55.00
Hepatitis B (2nd in Series)	\$ 55.00
Hepatitis B (3rd in Series) **15% discount for no outstanding balance, cash payment and complete series given by PH	\$ 55.00
Td	\$ 38.00
Tdap	\$ 54.00
Pneumonia	\$ 65.00
Fluzone Influenza (Q2038 and 90658)	\$ 34.00
Fluzone High-dose (90662)	\$ 47.00
FluMist Quad (90660)	\$ 37.00
MNVFC Immunizations (Child and Adult)	\$ 18.00
Mantoux (Serum, Admin, and Read)	\$ 23.00
Mantoux (Admin and Read Only)	\$ 18.00
<b>CHILD SUPPORT AND OTHER COLLECTIONS</b>	
IV-D, CASE OPENING FOR NON-PUBLIC ASSISTANCE CLIENTS	\$ 25.00
IV-E FOSTER CARE	Varies
ADMIN FOSTER CARE / NON SED	Varies
SED FOSTER CARE, PARENTAL FEE WORKSHEET	Varies
DETOX, use sliding fee scale when financial info is supplied	Varies

### HIGHWAY DEPARTMENT

<b>EQUIPMENT (including Operator):</b>	
Molot Grader	\$ 90.00 per hour
Tandem Truck	\$ 100.00 per hour
Single Axle Truck	\$ 95.00 per hour
3 Cubic Yard Articulating Loader	\$ 85.00 per hour
Dozer	\$ 85.00 per hour
Tractor	\$ 55.00 per hour
Tractor/Loader/Backhoe	\$ 75.00 per hour
Track Backhoe	\$ 85.00 per hour
ASV Posi Track with Brush Head	\$ 80.00 per hour
Tractor/Mower	\$ 75.00 per hour
Sioux Steamer w/Truck	\$ 45.00 per hour
Self Propelled Steel Drum Roller	\$ 55.00 per hour
<b>MATERIALS (for Other Governmental Units Only):</b>	
Deicing Salt/Sand (15% salt)	Inventory Cost
Culverts	Inventory Cost
Cutting Edges	Inventory Cost
Signs and Posts	Inventory Cost
Calcium Chloride	Spring bid unit price
<b>MATERIAL (for Private Sale):</b>	
E-911 Address (includes sign and post)	\$ 30.00 each
Mailbox Supports	\$ 53.44 each
Dust Control Treatment	Based on Spring bid
Driveway Approach Culverts (as determined by Permit)	60% of Inventory Cost
<b>MISCELLANEOUS:</b>	
Driveway Approach Deposits	\$ 500.00 Refundable
Utility Permit	\$ 50.00 each

### IT DEPARTMENT

<b>REPORTS OR LABELS</b>	See Common Fees Section
CD OR EMAIL FILE	\$ 50.00 minimum or \$0.04 per parcel, whichever is greater

### RECORDER'S OFFICE

*Rates established by the State are subject to change without notice.*

RECORDING FEE	\$ 46.00 per document
RECORDING WELL CERTIFICATE	\$ 50.00
COPIES OF LARGE MAPS	\$ 5.00
CERTIFIED COPIES OF DOCUMENTS	\$ 10.00
COPIES OF RECORDED DOCUMENTS	\$ 1.00 per page
FAX FEE	Refer to Common Fees Section
FAX FEE FOR RECORDED DOCUMENTS	\$5.00 base fee, plus \$1.00 per page

**VITAL RECORDS**

Birth Certificates	\$ 26.00
Duplicate Birth Certificate	\$ 19.00
Death Certificates	\$ 13.00
Duplicate Death Certificates	\$ 6.00

**SHERIFF'S OFFICE**

**ALARM FEES**

Initial	\$ 20.00
Renewal	\$ 5.00
Non-compliance Fee	\$ 50.00
False Alarms - Per each after third	\$ 50.00

**GUN PERMIT TO CARRY**

New	\$ 100.00
Renewal	\$ 75.00

**BACKGROUND CHECKS**

\$ 10.00

**REPORTS AND ICR'S**

Victim	No charge
Walk-in	\$ 0.25 per page (single or double sided)
By mail	\$ 0.25 per page plus postage costs

**AUDIO/VIDEO/PHOTOGRAPHY**

Audio CD's	\$ 10.00
Transcript of audio recordings	\$ 4.00 per page
Photographs/Digital by disk	\$ 10.00
Booking photos	\$ 5.00
Video Recordings - VHS	\$ 16.00
Video Recordings - DVD	\$ 10.00

**FINGERPRINTING**

Aitkin County Resident	No charge
Non-resident	\$ 10.00

**BOAT & WATER**

Raft Permits	\$ 2.00 per year (renewed in 5 year increments)
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**CIVIL PROCESS**

<sup>1</sup> For Paper Service, \$100.00 Deposit is required.

Charge per person served/Not found	\$ 30.00 plus mileage noted below
Mileage charge per attempt (round trip)	\$ 0.60 per mile
Mileage charge for City of Aitkin	\$ 1.00
Charge for Real Estate Sales	\$ 50.00
Mechanics Lien Sale	\$ 50.00 plus mileage
Cancelled real estate sale w/no notification	\$ 50.00
Redemption fee on redeemed real estate	\$ 250.00 plus \$30.00 for each rescheduling of redemption date
Posting three notices of sale	\$ 45.00 plus mileage
Charge for sending a fax	See Common Fees Section
Levy fee on a Writ of Execution	\$ 20.00
Commission on Writ \$ Levied upon	5%
Deputy Time	\$ 30.00 plus mileage

**STORAGE FEES**

Vehicle	\$ 5.00 per day
Boat	\$ 1.00 per foot, per day
Snowmobile	\$ 5.00 per day
Forfeited Vehicles, payment in full of	Tow Bill, plus \$5.00 per day storage

<sup>1</sup> If the actual fee exceeds the amount of deposit, you will be billed for the additional amount. When the actual amount of the fee is less than your deposit, you will receive a refund with your affidavit.

Securing and safety keeping property in replevin, attachment or an execution \$ based on time spent and hourly rate of pay for Deputy executing the process.

Contact the Sheriff's Office for Writ of Execution Instructions.

**SHERIFF'S OFFICE (JAIL)**

**BOARDING OF PRISONERS**

per Sheriff

**BOOKING FEE**

\$ 20.00

**FINGERPRINTING**

\$ 10.00 for out of county

**HUBER FEES**

\$ 20.00 per day

**JAIL NURSE**

Co-pay	\$ 5.00
Medication Co-Pay	\$ 5.00

**PAY TO STAY**

\$ 20.00 per day

**URINALYSIS**

STS	
Huber	

**TREASURER'S OFFICE**

**RESEARCH FEE**

\$ 25.00 per hour

**TAX STATEMENTS - Duplicate**

\$ 2.00

**ZONING AND ENVIRONMENTAL SERVICES**

**ACCESSORY BUILDINGS/SIGN**

<120 sq.ft.(no pre-onsite)	\$ 50.00
>121 sq.ft. to 239 sq.ft. (no pre-onsite)	\$ 75.00
>240 sq.ft. and/or WATER ORIENTED	\$ 175.00
Open on three sides or lean-to	\$ 75.00

Accessory Structures are buildings used for personal storage with no sleeping quarters and no toilet, bathtub, or shower facilities. Any structure with sleeping quarters or these facilities is considered a residence. A septic system must be installed when there is running water to or within a structure - refer to wetland and sewer fees.

FENCE (8 feet or greater in height) \$ 50.00

**COMMERCIAL BUILDINGS/ADDITIONS (FOOTPRINT OF STRUCTURE)**

<500sq.ft.	\$ 200.00
501 – 1500 sq.ft.	\$ 300.00
1501 – 2500 sq.ft.	\$ 400.00
>2501 sq.ft.	\$ 500.00

**RESIDENCE, NEW CONSTRUCTION (FOOTPRINT - INCLUDING ATTACHED GARAGE, DECK, AND/OR PORCH)**

Additions (decks, porches and platforms are separate permit fees)	
<500 SQ.FT.	\$ 200.00
501 – 1000 sq.ft.	\$ 250.00
1001 – 2000 sq.ft.	\$ 300.00
2001 – 3000 sq.ft.	\$ 350.00
>3001 sq.ft.	\$ 500.00

**DECK/PLATFORM**

<100 sq.ft	\$ 75.00
>100 sq.ft.	\$ 125.00

(Platforms are larger than 32 sq.ft. Less than 30 inches above ground.)

**LAND ALTERATIONS**

VEGETATION ALTERATION	No fee
PLANNING CALL/SITE REVIEW	\$ 100.00

CONDITIONAL USE PERMIT	\$ 600.00
AMENDMENT TO EXISTING CUP	\$ 600.00
VARIANCE (DOES NOT INCLUDE PERMIT FEE)	\$ 600.00
APPEAL TO BOA	\$ 600.00
REPUBLICATION OF VARIANCE OR CUP	\$ 50.00
REZONING	\$ 600.00
ORDINANCE AMENDMENT	\$ 500.00
TOWER / WECC APPLICATION	\$ 700.00

PRELIMINARY PLATS AND RESIDENTIAL PUDs (1-5 lots/units) \$ 600.00  
 (6 or more lots/units an additional \$50.00/lot/unit)

FINAL PLATS AND RESIDENTIAL PUD'S \$ 600.00  
 (6 or more lots/units an additional \$50.00/lot/unit)

NEW ROAD SIGN AND POST (each sign and post in new plat) \$ 175.00

COMMERCIAL PUD'S AND RESORT EXPANSIONS (6 or less lots --no CUP) \$ 300.00

SURVEYOR REVIEW FEE (for plats and residential PUDs 1-5 lots) \$ 150.00  
 (6 or more lots/units an additional \$20.00 per lot/unit)

ENGINEERS REVIEW FEE \$ 150.00

REPLAT OF EXISTING PLAT TO COUNTY BOARD (does not include surveyor fee) \$ 200.00

ADMINISTRATIVE SUBDIVISIONS AND EXEMPTIONS (review prior to approval) \$ 75.00 per lot

-if wetlands exist on parcels and/or if onsite inspection to verify submitted info ... add'l \$ 100.00

COMPLAINT ENFORCEMENT (after receipt of (2ND) notice - addition to permit fee) \$ 200.00

REINSPECTION/ADDITIONAL INSPECTION FEE ON ALL \$ 100.00

911 ADDRESSING (includes assignment of number, sign, and post) \$ 55.00

AFTER THE FACT FEE'S – 5 X permit fee in Shoreland areas, 5 X permit fee in non-Shoreland areas  
 (includes variances and CUP's)

**RESIDENTIAL SEWERS FEES**

The type of septic system to be installed will be determined by the type of soil on the property. A licensed ISTS professional can do soil borings to determine the type of soil and system the property can support.

Drainfield/Bed	\$ 250.00
Mound/At-Grade	\$ 300.00
Other/Performance Systems	\$ 350.00
Tank Replacement/Outhouse/Privy	\$ 150.00
Holding Tank (requires onsite)	\$ 150.00
Operating Permits	\$ 100.00
Indemnification Form (homeowner installed systems) in addition to permit fee	\$ 100.00

**COMMERCIAL and CLUSTER SEWERS**

Gallons/Day	
1-500	\$ 500.00
501-1,000	\$ 600.00
1,001-2,500	\$ 1,000.00
2,501-10,000	\$ 1,200.00 plus any additional costs for design review and inspections (5)

**WETLAND CONSERVATION ACT FEES**

Wetland Exemption Certificate	\$ 25.00
Wetland/Banking/Offsite-Mitigation Application	\$ 1,000.00
Wetland Replacement Plan	\$ 300.00
Wetland Site Review	\$ 100.00
Appeal of LGU Decision	\$ 50.00 per hour, + any additional costs to County



APPENDIX C  
AITKIN COUNTY GUIDELINES AND PROCEDURES FOR MINNESOTA GOVERNMENT DATA PRACTICES ACT

OTHER CHARGES

Ordinances (excluding Shoreland and General Zoning)	\$	10.00
Shoreland and General Zoning Ordinances	\$	25.00
Comprehensive Land Use Plan	\$	25.00
EAW Fees	\$	50.00 per hour, + any additional costs to County
Administrative Fee	\$	50.00 per hour, + mileage, min charge of 1/2 hr

Copies of Meeting Recordings

\$ 25.00

WATER LAB TESTING FEES

Bacteria Water Analysis (Coliform and E. Coli)	\$	25.00
Nitrate Water Analysis	\$	25.00
Bacteria AND Nitrate Analysis	\$	40.00
Fee if Aitkin County Collects the Sample for You	\$	40.00 per hour

**Aitkin County**  
**Fee Schedule Updates**

Changes Highlighted

Changes Made

Postage expenses shall be borne by requestor.

**COMMON FEES**

COPIES - Black and White (letter size, legal size, and ledger 11"x17" size) Plat size (22" x 34")	\$ 0.25 per page (single or double sided) \$ 3.00 per page (single or double sided)
COPIES - Color (letter size, legal size, and ledger 11"x17" size) Plat size (22" x 34")	\$ 0.50 per page (single or double sided) \$ 6.00 per page (single or double sided)
FAX, per page	\$ 1.00
International Fax Fee	\$ 7.00 first page, \$4.00 each additional page
AS400 OR PRINTED REPORTS	\$ 25.00 minimum or \$0.25 per page, whichever is greater
LABELS	\$ 25.00 minimum or \$3.00 per sheet (30 labels/sheet), whichever is greater
BLUEPRINTS (non copyright)	\$ 5.00 each

**ASSESSOR'S OFFICE**

<b>FIELD CARDS</b>	
Fax of Field Cards	\$ 4.00 per parcel - Board approved August 12, 2014
Email of Field Cards	\$ 4.00 per parcel - Board approved August 12, 2014
SIMPLE SALES QUERY	\$ 5.00 per query
PARCEL DATA REQUESTS (Large Quantity)	\$ 25.00 or \$0.04 per parcel, whichever is greater
LINK GIS Subscription	\$ 180.00 per year

**ATTORNEY'S OFFICE**

<b>AUDIO/VIDEO</b>	
Audio CD's	\$ 10.00
Video Recordings - DVD	\$ 10.00

**AUDITOR'S OFFICE**

<b>ASSESSMENT (SPECIAL)</b>	
Admin Set-up	\$ 7.00 per parcel
ASSEMBLY LICENSE	\$ 500.00 plus \$25,000 bond
AUCTIONEER	\$ 20.00
BEER (3.2%) LICENSE	\$ 40.00 off sale \$ 10.00 on sale \$ 50.00 on & off sale
BOND INFORMATION REQUESTS / Auditor Tax Certificate	\$ 250.00 each
CONSUMPTION & DISPLAY / Set-Ups	\$ 250.00 each (paid to State)
Temporary Consumption & Display Permit	\$ 25.00 per each date
COPIES See Common Fees Section	
Maps, Black and White, 8 1/2" x 11"	\$ 2.00
Maps, Color, 8 1/2" x 11"	\$ 3.00
DANGEROUS DOGS	\$ 25.00
DITCH AND HWY LIEN RELEASES	\$ 15.00
FAXES See Common Fees Section	
FIREWORKS	\$ 2.00 Auditor's fee \$ 8.00 Sheriff's fee
GAMBLING	Varies State
JUDGMENT - CONFESSION OF	
Initial Fee	\$ 25.00 per description
Payments on	\$ 2.00 per statement
JUDGMENT COST - Publication	\$ 20.00 per parcel
LIQUOR LICENSE	\$ 100.00 club \$ 1,500.00 on sale \$ 360.00 off sale \$ 120.00 Sunday
PLATS (NEW) - AUDITOR'S FEE	\$ 75.00 plus \$2.00 per lot
PLAT (NEW) - SURVEYORS FEE	\$ 150.00 after 5 lots, \$5.00 per lot
PRECIOUS METALS	\$ 25.00
REPURCHASE - COST OF FORF. FEE	\$ 100.00
REPURCHASE - SHERIFF'S COST	\$ 40.00

APPENDIX C  
AITKIN COUNTY GUIDELINES AND PROCEDURES FOR MINNESOTA GOVERNMENT DATA PRACTICES ACT

TAX/ASSESSMENT SEARCH	\$ 5.00 per parcel
TAX STATEMENTS - Duplicate	\$ 2.00
TRANSIENT MERCHANTS, PEDDLERS, HAWKERS	\$ 150.00
TRUTH IN TAXATION 1/3 COST TO CITIES, TOWNS & SCHOOLS	
TIF DISTRICTS - ANNUAL COUNTY ADMINISTRATION OF	\$ 100.00 and \$16.00 per parcel for maint (splits, etc.)
TIF - CERTIFICATION OF ORIGINAL VALUE	\$ 150.00
TOBACCO LICENSE	\$ 50.00
WASTE HAULERS	\$ 100.00
WINE LICENSE	\$ 100.00 yearly
Temporary Wine License	\$ 50.00 per each date
VOTER'S CERTIFICATION	\$ 2.00

**ECONOMIC DEVELOPMENT**

<b>APPLICATION FEE</b>	
JOBZ (expires in 2015)	\$ 500.00
Tax Abatement	\$ 500.00
TIF	\$ 500.00

**GIS**

MAP SETUP/DATA EXTRACTION/DATA CONVERSION	\$ 50.00 per hour
Plotting Existing Map or Graphic	
8.5" x 11" Black and White	\$ 2.00 per copy
8.5" x 11" Color	\$ 3.00 per copy
11" x 17"	\$ 5.00 per copy
18" x 24"	\$ 10.00 per copy
24" x 36"	\$ 15.00 per copy
36" x 48"	\$ 30.00 per copy
PARCEL BOUNDARIES (~ 43,000 parcels) Shapefile	*\$0.10 per parcel (\$50 minimum), license required**
<b>TAX ATTRIBUTES - AS400 dBase</b>	<del>*\$0.03</del> per parcel (\$50 minimum), license required**
	*\$0.04 update October 14, 2014 (consistent with Assessor's Office)
ROAD CENTERLINES Shapefile	*\$0.25 per feature, license required**
ADDRESS POINTS Shapefile	*\$0.25 per feature, license required**
OTHER GEOSPATIAL DATA Shapefile	\$50 per dataset
GIS WEBSITE ACCESS, Standard Level	Free

**\*\*Geospatial data shall not be released until a proper license agreement is on file with this office.**

\*Cost recovery fees for data development are waived for government and academic users. Requests for services not described here are charged at \$50.00 per hour. Funds collected from the distribution of data and maps are used to develop and maintain our county's digital geospatial data.

**HEALTH AND HUMAN SERVICES**

**INCOME MAINTENANCE**

<b>LICENSING</b>	
Child Care Initial Licensing Fee	\$ 30.00
Child Care Renewal Licensing Fee	\$ 50.00
<b>BACKGROUND CHECK</b>	
Initial Processing Fee	\$ 50.00
Fees per HH member over Age 13 (total fees not to exceed \$100.00 annually)	\$ 10.00
<b>SOCIAL SERVICE (STAFF HOURLY EXPENSE = \$101.00)</b>	
<b>SOCIAL SERVICE (STAFF HOURLY EXPENSE = \$84.00) updated 10/14/14</b>	
<b>CD ASSESSMENTS</b>	
Ordered by the Court (DUI or DWI)	\$ 200.00 May be subject to sliding fee scale.
All Other	\$ 200.00 May be subject to sliding fee scale.
<b>CUSTODY STUDIES</b>	
Ordered by the Court	\$ 1,000.00 Each parent responsible for half.
<b>VISITATION EXPEDITOR/VISITATION SUPERVISOR</b>	
Fee based on what Remica House charges.	\$ 25.00 per hour, per family.
<b>ADOPTION FINALIZING</b>	
Fingerprint Process for Licensing	<del>\$ 5.00</del> per person
	\$ 10.00 updated 10/14/14
COMMUNITY EDUCATION	\$ 400.00 per month, registration fee
CORPORATE FOSTER CARE	\$ 250.00 per home, per licensing year
<b>PUBLIC HEALTH</b>	
<b>SAFETY SEATS</b>	
Convertible	\$ 45.00
Combo	\$ 45.00
No Back Booster	\$ 12.00
<del>Britax-Laptop</del>	<del>\$ 45.00</del> removed 10/14/14

<b>BIKE HELMETS</b>		
Toddler	\$	10.00
Child	\$	10.00
Youth	\$	10.00
Adult	\$	10.00
Child/Youth Multi-sport	\$	15.00
Youth/Adult Multi-sport	\$	15.00

<b>NIPPLE SHIELDS</b>	<del>\$ 7.25</del>	
**for NON WIC or Home Visiting Clients	\$10.00	updated 10/14/2014

<b>HYDROGEL PADS</b>	\$ 9.00	added 10/14/14
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**for NON WIC or Home Visiting Clients		
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<b>THERASHELLS</b>	\$ 11.00	
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**for NON WIC or Home Visiting Clients		
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<b>RADON-KITS</b>		
Short-term	<del>\$ 8.00</del>	removed 10/14/14
Long-term	<del>\$ 16.00</del>	removed 10/14/14

<b>LEAD DRAW</b>	<del>\$ 19.00</del>	
	\$ 18.00	updated 10/14/14

<b>IMMUNIZATIONS</b>		
Hepatitis B	<del>\$ 52.00</del>	
Td	<del>\$ 39.00</del>	
Tdap	<del>\$ 55.00</del>	
Pneumonia	<del>\$ 66.00</del>	
Fluzone Influenza (Q2038 and 90658)	<del>\$ 28.00</del>	
Fluzone High-dose (90662)	<del>\$ 45.00</del>	
FluMist Quad (90660)	<del>\$ 36.00</del>	
MNVFC Immunizations (Child and Adult)	<del>\$ 19.00</del>	
Mantoux (Serum, Admin, and Read)	<del>\$ 23.00</del>	
Mantoux (Admin and Read Only)	<del>\$ 19.00</del>	

<b>IMMUNIZATIONS (prices subject to change based on price of serum)</b>		updated 10/14/14
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Hepatitis B (1st in Series)	\$ 55.00	
Hepatitis B (2nd in Series)	\$ 55.00	
Hepatitis B (3rd in Series) **15% discount for no outstanding balance, cash payment and complete series given by PH	\$ 55.00	
Td	\$ 38.00	
Tdap	\$ 54.00	
Pneumonia	\$ 65.00	
Fluzone Influenza (Q2038 and 90658)	\$ 34.00	
Fluzone High-dose (90662)	\$ 47.00	
FluMist Quad (90660)	\$ 37.00	
MNVFC Immunizations (Child and Adult)	\$ 18.00	
Mantoux (Serum, Admin, and Read)	\$ 23.00	
Mantoux (Admin and Read Only)	\$ 18.00	

<b>CHILD SUPPORT AND OTHER COLLECTIONS</b>		
IV-D, CASE OPENING FOR NON-PUBLIC ASSISTANCE CLIENTS	\$	25.00
IV-E FOSTER CARE		Varies
ADMIN FOSTER CARE / NON SED		Varies
SED FOSTER CARE, PARENTAL FEE WORKSHEET		Varies
DETOX, use sliding fee scale when financial info is supplied		Varies

<b>HIGHWAY DEPARTMENT</b>
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<b>EQUIPMENT (including Operator):</b>		
Motor Grader	\$	90.00 per hour
Tandem Truck	\$	100.00 per hour
Single Axle Truck	\$	95.00 per hour
3 Cubic Yard Articulating Loader	\$	85.00 per hour
Dozer	\$	85.00 per hour
Tractor	\$	55.00 per hour
Tractor/Loader/Backhoe	\$	75.00 per hour
Track Backhoe	\$	85.00 per hour
ASV Posi Track with Brush Head	\$	80.00 per hour
Tractor/Mower	\$	75.00 per hour
Sioux Steamer w/Truck	\$	45.00 per hour
Self Propelled Steel Drum Roller	\$	55.00 per hour

<b>MATERIALS (for Other Governmental Units Only):</b>		
Deicing Salt/Sand (15% salt)		Inventory Cost
Culverts		Inventory Cost
Cutting Edges		Inventory Cost
Signs and Posts		Inventory Cost
Calcium Chloride		Spring bid unit price

<b>MATERIAL (for Private Sale):</b>		
E-911 Address (includes sign and post)	\$	30.00 each
Mailbox Supports	\$	53.44 each
Dust Control Treatment		Based on Spring bid
Driveway Approach Culverts (as determined by Permit)		60% of Inventory Cost

<b>MISCELLANEOUS:</b>		
Driveway Approach Deposits	\$	500.00 Refundable
Utility Permit	\$	50.00 each

<b>IT DEPARTMENT</b>
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<b>REPORTS OR LABELS</b>		See Common Fees Section
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<b>CD OR EMAIL FILE</b>	\$	50.00 minimum or \$0.04 per parcel, whichever is greater
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### RECORDER'S OFFICE

*Rates established by the State are subject to change without notice.*

RECORDING FEE	\$ 46.00 per document
RECORDING WELL CERTIFICATE	\$ 50.00
COPIES OF LARGE MAPS	\$ 5.00
CERTIFIED COPIES OF DOCUMENTS	\$ 10.00
COPIES OF RECORDED DOCUMENTS	\$ 1.00 per page
FAX FEE	Refer to Common Fees Section
FAX FEE FOR RECORDED DOCUMENTS	\$5.00 base fee, plus \$1.00 per page
<b>VITAL RECORDS</b>	
Birth Certificates	\$ 26.00
Duplicate Birth Certificate	\$ 19.00
Death Certificates	\$ 13.00
Duplicate Death Certificates	\$ 6.00

### SHERIFF'S OFFICE

#### ALARM FEES

Initial	\$ 20.00
Renewal	\$ 5.00
Non-compliance Fee	\$ 50.00
False Alarms - Per each after third	\$ 50.00

#### GUN PERMIT TO CARRY

New	\$ 100.00
Renewal	\$ 75.00

#### BACKGROUND CHECKS

\$ 10.00

#### REPORTS AND ICR'S

Victim	No charge
Walk-in	\$ 0.25 per page (single or double sided)
By mail	\$ 0.25 per page plus postage costs

#### AUDIO/VIDEO/PHOTOGRAPHY

Audio CD's	\$ 10.00
Transcript of audio recordings	\$ 4.00 per page
Photographs/Digital by disk	\$ 10.00
Booking photos	\$ 5.00
Video Recordings - VHS	\$ 16.00
Video Recordings - DVD	\$ 10.00

#### FINGERPRINTING

Aitkin County Resident	No charge
Non-resident	<del>\$ 5.00</del>
	\$ 10.00 updated 10/14/14 (consistent with other nearby offices)

#### BOAT & WATER

Raft Permits	\$ 2.00 per year (renewed in 5 year increments)
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#### CIVIL PROCESS

<sup>1</sup> For Paper Service, \$100.00 Deposit is required.

Charge per person served/Not found	\$ 30.00 plus mileage noted below
Mileage charge per attempt (round trip)	\$ 0.60 per mile
Mileage charge for City of Aitkin	\$ 1.00
Charge for Real Estate Sales	\$ 50.00
Mechanics Lien Sale	\$ 50.00 plus mileage
Cancelled real estate sale w/no notification	\$ 50.00
Redemption fee on redeemed real estate	\$ 250.00 plus \$30.00 for each rescheduling of redemption date
Posting three notices of sale	\$ 45.00 plus mileage
Charge for sending a fax	See Common Fees Section
Levy fee on a Writ of Execution	\$ 20.00
Commission on Writ \$ Levied upon	<del>\$ 0.05</del>
	5% updated 10/14/14
Deputy Time	\$ 30.00 plus mileage

#### STORAGE FEES

Vehicle	<del>\$ 10.00</del> per day
	\$ 5.00 per day updated 10/14/14
Boat	\$ 1.00 per foot, per day
Snowmobile	\$ 5.00 per day
Forfeited Vehicles, payment in full of	<del>Tow Bill, plus \$50 per month for any portion of the month from In date through Out date.</del>
	Tow Bill, plus \$5.00 per day storage (updated 10/14/14) (this is consistent with Aitkin Police Department)

<sup>1</sup> If the actual fee exceeds the amount of deposit, you will be billed for the additional amount. When the actual amount of the fee is less than your deposit, you will receive a refund with your affidavit.

Securing and safety keeping property in replevin, attachment or an execution \$ based on time spent and hourly rate of pay for Deputy executing the process.

Contact the Sheriff's Office for Writ of Execution Instructions.

**SHERIFF'S OFFICE (JAIL)**

BOARDING OF PRISONERS	per Sheriff
BOOKING FEE	\$ 20.00
FINGERPRINTING	\$ 10.00 for out of county
HUBER FEES	\$ 20.00 per day
JAIL NURSE	
Co-pay	\$ 5.00
Medication Co-Pay	\$ 5.00
PAY TO STAY	\$ 20.00 per day
URINALYSIS	
STS	
Huber	

**TREASURER'S OFFICE**

RESEARCH FEE	\$ 25.00 per hour
TAX STATEMENTS - Duplicate	\$ 2.00

**ZONING AND ENVIRONMENTAL SERVICES**

ACCESSORY BUILDINGS/SIGN	
<120 sq.ft. (no pre-onsite)	\$ 50.00
>121 sq.ft. to 239 sq.ft. (no pre-onsite)	\$ 75.00
>240 sq.ft. and/or WATER ORIENTED	\$ 175.00
Open on three sides or lean-to	\$ 75.00

Accessory Structures are buildings used for personal storage with no sleeping quarters and no toilet, bathtub, or shower facilities. Any structure with sleeping quarters or these facilities is considered a residence. A septic system must be installed when there is running water to or within a structure - refer to wetland and sewer fees.

FENCE (8 feet or greater in height)	\$ 50.00
COMMERCIAL BUILDINGS/ADDITIONS (FOOTPRINT OF STRUCTURE)	
<500sq.ft.	\$ 200.00
501 – 1500 sq.ft.	\$ 300.00
1501 – 2500 sq.ft.	\$ 400.00
>2501 sq.ft.	\$ 500.00
RESIDENCE, NEW CONSTRUCTION (FOOTPRINT - INCLUDING ATTACHED GARAGE, DECK, AND/OR PORCH)	
Additions (decks, porches and platforms are separate permit fees)	
<500 SQ.FT.	\$ 200.00
501 – 1000 sq.ft.	\$ 250.00
1001 – 2000 sq.ft.	\$ 300.00
2001 – 3000 sq.ft.	\$ 350.00
>3001 sq.ft.	\$ 500.00
DECK/PLATFORM	
<100 sq.ft.	\$ 75.00
>100 sq.ft.	\$ 125.00
(Platforms are larger than 32 sq.ft. Less than 30 inches above ground.)	
LAND ALTERATIONS	\$ 150.00
VEGETATION ALTERATION	No fee
PLANNING CALL/SITE REVIEW	\$ 100.00
CONDITIONAL USE PERMIT	\$ 600.00
AMENDMENT TO EXISTING CUP	\$ 600.00
VARIANCE (DOES NOT INCLUDE PERMIT FEE)	\$ 600.00
APPEAL TO BOA	\$ 600.00
REPUBLICATION OF VARIANCE OR CUP	\$ 50.00
REZONING	\$ 600.00
ORDINANCE AMENDMENT	\$ 500.00
TOWER / WECC APPLICATION	\$ 700.00
PRELIMINARY PLATS AND RESIDENTIAL PUDs (1-5 lots/units)	\$ 600.00
(6 or more lots/units an additional \$50.00/lot/unit)	
FINAL PLATS AND RESIDENTIAL PUD'S	\$ 600.00
(6 or more lots/units an additional \$50.00/lot/unit)	
NEW ROAD SIGN AND POST (each sign and post in new plat)	\$ 175.00
COMMERCIAL PUD'S AND RESORT EXPANSIONS (6 or less lots –no CUP)	\$ 300.00
SURVEYOR REVIEW FEE (for plats and residential PUDs 1-5 lots)	\$ 150.00
(6 or more lots/units an additional \$20.00 per lot/unit)	
ENGINEERS REVIEW FEE	\$ 150.00
REPLAT OF EXISTING PLAT TO COUNTY BOARD (does not include surveyor fee)	\$ 200.00
ADMINISTRATIVE SUBDIVISIONS AND EXEMPTIONS (review prior to approval)	\$ 75.00 per lot
-if wellands exist on parcels and/or if onsite inspection to verify submitted info ... add'nl	\$ 100.00
COMPLAINT ENFORCEMENT (after receipt of (2ND) notice - addition to permit fee)	\$ 200.00
REINSPECTION/ADDITIONAL INSPECTION FEE ON ALL	\$ 100.00
911 ADDRESSING (includes assignment of number, sign, and post)	\$ 55.00

AFTER THE FACT FEE'S – 5 X permit fee in Shoreland areas, 5 X permit fee in non-Shoreland areas (includes variances and CUP's)

**RESIDENTIAL SEWERS FEES**

The type of septic system to be installed will be determined by the type of soil on the property. A licensed ISTS professional can do soil borings to determine the type of soil and system the property can support.

APPENDIX C  
 AITKIN COUNTY GUIDELINES AND PROCEDURES FOR MINNESOTA GOVERNMENT DATA PRACTICES ACT

Drainfield/Bed	\$ 250.00
Mound/At-Grade	\$ 300.00
Other/Performance Systems	\$ 350.00
Tank Replacement/Outhouse/Privy	\$ 150.00
Holding Tank (requires onsite)	\$ 150.00
Operating Permits	\$ 100.00
Indemnification Form (homeowner installed systems) in addition to permit fee	\$ 100.00

COMMERCIAL and CLUSTER SEWERS

Gallons/Day	
1-500	\$ 500.00
501-1,000	\$ 600.00
1,001-2,500	\$ 1,000.00
2,501-10,000	\$ 1,200.00

plus any additional costs for design review and inspections (5)

WETLAND CONSERVATION ACT FEES

Wetland Exemption Certificate	\$ 25.00
Wetland/Banking/Offsite-Mitigation Application	\$ 1,000.00
Wetland Replacement Plan	\$ 300.00
Wetland Site Review	\$ 100.00
Appeal of LGU Decision	\$ 50.00 per hour, + any additional costs to County

OTHER CHARGES

Ordinances (excluding Shoreland and General Zoning)	\$ 10.00
Shoreland and General Zoning Ordinances	\$ 25.00
Comprehensive Land Use Plan	\$ 25.00
EAW Fees	\$ 50.00 per hour, + any additional costs to County
Administrative Fee	\$ 50.00 per hour, + mileage, min charge of 1/2 hr

Copies of Meeting Recordings \$ 25.00

WATER LAB TESTING FEES

Bacteria Water Analysis (Coliform and E. Coli)	\$ 25.00	added 10/14/14
Nitrate Water Analysis	\$ 25.00	
Bacteria AND Nitrate Analysis	\$ 40.00	
Fee if Aitkin County Collects the Sample for You	\$ 40.00	per hour



# Board of County Commissioners Agenda Request

**2E**  
Agenda Item #

**Requested Meeting Date:** October 11, 2014

**Title of Item:** 2014 Federal Boating Supplemental Equipment Grant Agreement

<input type="checkbox"/> REGULAR AGENDA	<b>Action Requested:</b>	<input type="checkbox"/> Direction Requested
<input checked="" type="checkbox"/> CONSENT AGENDA	<input checked="" type="checkbox"/> Approve/Deny Motion	<input type="checkbox"/> Discussion Item
<input type="checkbox"/> INFORMATION ONLY	<input checked="" type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>

<b>Submitted by:</b> Sheriff Scott A. Turner	<b>Department:</b> Aitkin County Sheriff's Office
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<b>Presenter (Name and Title):</b> N/A	<b>Estimated Time Needed:</b>
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**Summary of Issue:**  
Signatures and Resolution for 2014 State of Minnesota Federal Boating Safety Supplemental Equipment Grant Agreement

**Alternatives, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**  
Please adopt resolution and sign all three Grant Agreements.

**Financial Impact:**  
 Is there a cost associated with this request?  Yes  No  
 What is the total cost, with tax and shipping? \$  
 Is this budgeted?  Yes  No *Please Explain:*

Legally binding agreements must have County Attorney approval prior to submission.



**SCOTT A. TURNER**  
**SHERIFF OF AITKIN COUNTY**

217 Second Street NW, RM #185  
Aitkin, MN 56431

218-927-7435 Emergency 911  
Sheriff Fax 218-927-7359 / Dispatch Fax 218-927-6887  
TOLL FREE 1-888-900-2138

**MEMO**

TO:	Aitkin County Board	DATE:	September 29, 2014
FROM:	Sheriff Scott A. Turner	RE:	2014 Federal Boating Safety Enforcement Supplemental Equipment Grant Agreement Equipment / Supplies

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Attached is a resolution for consideration for the acceptance of \$4,680.00 for the Federal Boating Safety Supplemental Equipment Grant. This money was applied for the purchase of Flood lights/Spot lights for the Boat & Water Air Boat, 15 additional Rock Buoys with chain and weights to assist the Aitkin County Sheriff's Office with safety, patrol and rescue in difficult water locations. I ask that all three copies of the Agreement are signed by the Aitkin County Board and the Aitkin County Auditor and returned with a signed resolution.

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

Thank you.

By Commissioner: xx

101414-0xx

2014 Federal Boating Safety Supplemental Equipment Grant Agreement

**BE IT RESOLVED**, that the Aitkin County Board of Commissioners approve the 2014 Federal Boating Safety Enforcement Supplemental Agreement – Equipment/Supplies Grant file in the Office of the County Auditor and authorize the Aitkin County Sheriff, County Board Chair and County Auditor to sign the agreement in the amount of \$4,680.00 for the term of July 1, 2014, through December 31, 2014.

Commissioner xx moved the adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT

All Members Voted 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 14<sup>th</sup> day of October 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 14<sup>th</sup> day of October A.D. 2014

KIRK PEYSAR, County Auditor

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

2014 STATE OF MINNESOTA  
 FEDERAL BOATING SAFETY SUPPLEMENTAL EQUIPMENT  
 GRANT AGREEMENT

ENCUMBRANCE WORKSHEET

COPY

Contract #: 83597

PO# 3000065341

Dept. ID R29	PC Bus. Unit R2901	Fiscal Year 2015	Source Type REIMB	Vendor Number 0000197275-001
Total Amount \$4,680.00		Project ID R29G4CGSFY15	Billing Location R297000221	DUNS 047464805

Accounting Distribution:

Fund	Fin. Dept. ID	Approp. ID	Category	Account	Total Amount	Activity
3000	R2937715	R294203	84101501	441322	\$2,220.00	A4CG002
3000	R2937715	R294203	84101501	441322	\$2,460.00	A4CG004

441302

P.O. #	Grant Begin Date July 1, 2014	Grant End Date December 31, 2014
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Grantee Name and Address:

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

Fiscal Agent and Address:

Aitkin Co. Treasurer  
 209 - 2<sup>nd</sup> St. NW, Rm. 202  
 Aitkin, MN 56431

2014 STATE OF MINNESOTA  
FEDERAL BOATING SAFETY SUPPLEMENTAL EQUIPMENT  
GRANT AGREEMENT

This grant agreement is between the State of Minnesota, acting through its Commissioner of Natural Resources, Enforcement Division ("State") and Aitkin County Sheriff's Office, 217 - 2<sup>nd</sup> St. NW, Aitkin, MN 56431 ("Grantee"). The Fiscal Agent for this grant is Aitkin Co. Treasurer, 209 - 2<sup>nd</sup> St. NW, Rm. 202, Aitkin, MN 56431.

**Recitals**

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

**Grant Agreement**

**1 Term of Grant Agreement**

- 1.1 **Effective date:** July 1, 2014. Once this grant agreement is fully executed, the Grantee may claim reimbursement for expenditures incurred back to effective date. Reimbursements will only be made for those expenditures made according to the terms of this grant.
- 1.2 **Expiration date:** December 31, 2014, or until all obligations have been satisfactorily fulfilled, whichever occurs first. Reimbursement invoice requests must also be received by the State no later than December 31, 2014. An extension beyond that date may be granted, if requested by the Grantee, and approved in writing by the State's representative. Requests submitted after December 31, 2014 that have not been granted a purchase or reimbursement extension from the State, are not eligible for reimbursement and will become the Grantee's sole responsibility.
- 1.3 **Survival of Terms.** The following clauses survive the expiration or cancellation of this grant agreement: 8. Liability, 9. State Audits, 10. Government Data Practices and Intellectual Property, 12. Publicity and Endorsement, 13. Governing Law, Jurisdiction, and Venue, 15. Data Disclosure and those items in Exhibit A.

**2 Grantee's Duties**

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

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

**3 Time**

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

**4 Consideration and Payment**

- 4.1 **Consideration.** The State will pay for all services performed by the Grantee under this grant agreement as follows:
  - (a) **Compensation.** The Grantee will be reimbursed only for the specific items listed in Exhibit A up to Four thousand six hundred eighty dollars (\$4,680.00).
  - (b) **Total Obligation.** The total obligation of the State to the Grantee under this grant agreement will not exceed Four thousand six hundred eighty dollars (\$4,680.00).
- 4.2. **Payment**
  - (a) **Invoices.** The State will promptly pay the Grantee after the Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices shall be submitted in a form prescribed by the State within the dates previously noted in "Term of Grant Agreement" in this contract. Invoice procedures are specified in Exhibit "A".
  - (b) **Federal funds.** Payments under this grant agreement will be made from federal funds obtained by the State through the U.S. Coast Guard, Department of Homeland Security - through the Recreational Boating Safety Financial Assistance program to states, commonwealth and territories (CFDA number 97.012) in 46 U.S.C. 13101-13110. The Grantee is responsible for compliance with all federal requirements imposed on these funds and accepts full financial responsibility for any requirements imposed by the Grantee's failure to comply with federal requirements.

**5 Conditions of Payment**

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

6 **Authorized Representative**

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

The Grantee's Authorized Representative is the County Sheriff 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.

1. STATE ENCUMBRANCE VERIFICATION

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

Signed: Cheryl Lass

Date: 9-10-14

SWIFT Contract # 83597

Purchase Order # 3000065341

3. STATE AGENCY: NATURAL RESOURCES

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

Title: Assistant Director, Enforcement Division - Central Office

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

Attachments: Exhibits "A" & "B"

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: \_\_\_\_\_

Distribution:

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

2014 STATE OF MINNESOTA FEDERAL BOATING SAFETY  
SUPPLEMENTAL EQUIPMENT GRANT AGREEMENT  
(CFDA #97.012)

1. The purpose of this grant is to provide supplementary funding to the Grantee, not exceeding the amount specified in Clause 4 of the Grant Agreement, to purchase the following specific equipment or other items that will be used for recreational boating safety activities:
  - a. 6 spotlights, installation, labor & shipping
  - b. 15 rock buoys & chain
2. The program shall begin on July 1, 2014. The purchase and request for reimbursement (county invoice) must be submitted to the State's representative by December 31, 2014. An extension beyond that date for purchase, delivery and reimbursement deadlines may be granted, if requested by the Grantee, and approved in writing by the State's representative. Requests submitted after December 31, 2014, that have not been granted a purchase or reimbursement extension from the State, are not eligible for reimbursement and will become the Grantee's sole responsibility.
3. The Grantee must first purchase the item as specified in this grant, follow any specific county purchasing procedures and pay for it from the Grantee's funds. The Grantee must then submit the following for reimbursement by the deadline noted in #2 above:
  - a. An invoice from the Grantee, dated no earlier than July 1, 2014 and not later than December 31, 2014, with a description of all the item(s) being requested for reimbursement. The purchase/invoice deadline may be modified if an extension, as noted in clause #2 above, is granted in writing from the State's representative.
  - b. A copy of the invoice(s) from the vendor(s) showing the amount the Grantee actually paid, including shipping, sales tax and any setup costs.
  - c. If the item is valued over \$5,000, the Grantee's asset number(s) & equipment serial number(s) must also be included on the invoice.
  - d. All reimbursement requests must be sent or delivered to:

Minnesota Dept. of Natural Resources  
Boat & Water Safety  
500 Lafayette Road  
St. Paul, MN 55155-4047
4. Aids to navigation purchased through this grant must comply with the requirements in Minnesota Rule 6110.1500. Watercraft purchased through this grant must be registered with the State and display registration numbers and validation decals as noted in Minnesota Rule 6110.0100-.0900.
5. Invasive Species Prevention. Grantees and subcontractors must follow Minnesota DNR's Operational Order 113, which requires preventing or limiting the introduction, establishment and spread of invasive species during activities on public waters and DNR administered lands. This applies to all activities performed on all lands under this grant agreement and is not limited to lands under DNR control or public waters. Duties are listed under Sections II and III (pp. 5-8) of Operational Order 113 which may be found at [http://files.dnr.state.mn.us/assistance/grants/habitat/heritage/oporder\\_113.pdf](http://files.dnr.state.mn.us/assistance/grants/habitat/heritage/oporder_113.pdf)
6. The Grantee agrees that, when requested by the State, they will promptly complete an inventory on items purchased at a cost of more than \$5,000 and forward it to the State's representative.

7. The State will supply a special label that will need to be applied to each item of equipment that exceeds \$5,000. This label indicates that federal boating safety funds were used for all or a portion of the purchase.
8. Items purchased under this grant may not be sold, traded or disposed of without prior written permission and instructions from the State as to the disposition of the item(s), and any funds derived from their sale or trade. The Grantee must promptly notify the State's representative if any item over \$5,000 purchased through this grant is lost or stolen.
9. By accepting this grant, the Grantee agrees, when requested, to accurately & promptly complete and return to the state any reports required by the State or the cognizant federal agency regarding activities, expenditures or accomplishments for the recreational boating safety program.
10. In any reference to this grant, it should be referred to as: "A federal boating safety sub grant through the Minnesota Department of Natural Resources."



**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 10<sup>th</sup> Street, Jeffersonville, IN 47132.*



# Board of County Commissioners Agenda Request

**2F**  
Agenda Item #

**Requested Meeting Date:** 10/14/14

**Title of Item:** Sell Forfeited Vehicles

<input type="checkbox"/> REGULAR AGENDA	<b>Action Requested:</b>	<input type="checkbox"/> Direction Requested
<input checked="" type="checkbox"/> CONSENT AGENDA	<input checked="" type="checkbox"/> Approve/Deny Motion	<input type="checkbox"/> Discussion Item
<input type="checkbox"/> INFORMATION ONLY	<input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>

<b>Submitted by:</b> Undersheriff John Drahota	<b>Department:</b> Sheriff's Office
---	--

<b>Presenter (Name and Title):</b> n/a	<b>Estimated Time Needed:</b> n/a
---	--------------------------------------

**Summary of Issue:**

Seeking to sell at auction the following vehicles:

- 1998 Dodge Durango (mileage unavailable, fair condition)
- 2008 Can-Am Outlander 800XT ATV

The above vehicles were forfeited under Minnesota DWI laws.

**Alternatives, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**

Authorize sale of 1998 Dodge Durango and 2008 Can-Am Outlander 800XT ATV.

**Financial Impact:**

Is there a cost associated with this request?  Yes  No

What is the total cost, with tax and shipping? \$

Is this budgeted?  Yes  No **Please Explain:**



# Board of County Commissioners Agenda Request

26

Agenda Item #

**Requested Meeting Date:** October 14, 2014

**Title of Item:** Final Contract Payment - Contract No. 20131

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> John Welle		<b>Department:</b> Highway
<b>Presenter (Name and Title):</b> NA		<b>Estimated Time Needed:</b> NA
<b>Summary of Issue:</b> Authorization by the following resolution is requested to make final payment to Tri City Paving in the amount of \$62,396.20 for bituminous paving at the Aitkin Shop facility, bituminous paving on County Highways 54, 66, 77, 82, 83, and 85 and bituminous patches on County Highways 8, 14, 16, 24, and 40, all under Contract No. 20131. The final contract amount of \$1,247,923.89 is approximately 3.7% higher than the bid amount of \$1,174,255.10. The cost overrun was primarily due to adjusting the pavement thickness on CR 85 from the planned 1.5-inch thickness to a 2.5-inch thickness due to the excessively thin existing pavement thickness.  Resolution:  WHEREAS, Contract No. 20131 has in all been completed, and the County Board being fully advised in the premises.  NOW THEN BE IT RESOLVED, That the Aitkin County Board of Commissioners does hereby accept said completed project for and on behalf of the County of Aitkin and authorize final payment to Tri City Paving in the amount of \$62,396.20.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Adopt resolution		
<b>Financial Impact:</b> Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ \$62,396.20 Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

Legally binding agreements must have County Attorney approval prior to submission.

2H

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# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 1

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

Explode Dist. Formulas N

Paid on Behalf Of Name  
on Audit List?: N

Type of Audit List: D D - Detailed Audit List  
S - Condensed Audit List

Save Report Options?: N

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# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
1	DEPT		Commissioners		
	10200 Marcotte/Anne Marie		Mileage	1465@.56	Transportation & Travel & Parking
	01-001-000-0000-6330	820.40	07/08/2014	09/23/2014	
	10200 Marcotte/Anne Marie	820.40		1 Transactions	
	3590 Niemi/Donald		Mileage	480@.56	Transportation & Travel & Parking
	01-001-000-0000-6330	268.80	09/03/2014	09/22/2014	
	3590 Niemi/Donald	268.80		1 Transactions	
1	DEPT Total:	1,089.20	Commissioners	2 Vendors	2 Transactions
12	DEPT		Court Administration		
	2650 Kingsley/Marlene E		Court visitor fees PR 14 715		Witnesses
	01-012-000-0000-6252	40.00	Mileage PR 14 715		Witnesses
	01-012-000-0000-6252	20.00			
	2650 Kingsley/Marlene E	60.00		2 Transactions	
	12781 Kragness Law Office/Conrad		Fees 01FA14344		Attorney Services
	01-012-000-0000-6232	697.50	Fees 01FA14351,JV14482		Attorney Services
	01-012-000-0000-6232	555.00	costs 01FA14351,JV14482	150@.56	Attorney Services
	01-012-000-0000-6232	84.00	COSTS 01FA14344	240@.56	Attorney Services
	01-012-000-0000-6232	134.40			
	12781 Kragness Law Office/Conrad	1,470.90		4 Transactions	
	2810 Larson/Shari S		FEES		Attorney Services
	01-012-000-0000-6232	1,450.00	COSTS	112@.56	Attorney Services
	01-012-000-0000-6232	62.72			
	2810 Larson/Shari S	1,512.72		2 Transactions	
12	DEPT Total:	3,043.62	Court Administration	3 Vendors	8 Transactions
40	DEPT		Auditor		
	783 Canon Financial Services, Inc		copier contract -026	14154195	Services, Labor, Contracts
	01-040-000-0000-6231	220.24			
	783 Canon Financial Services, Inc	220.24		1 Transactions	

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# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	<u>Name</u>	<u>Rpt</u>	<u>Amount</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>
1457	CPS Technology Solutions, Inc					
	01-040-000-0000-6231		26.40	October maintenance	366722	Services, Labor, Contracts
1457	CPS Technology Solutions, Inc		26.40	1 Transactions		
86290	Mn Counties Information Systems					
	01-040-000-0000-6231		30.00	Golden IFS 2014 Q4 support	864	Services, Labor, Contracts
	01-040-000-0000-6231		238.64	IFS 2014 Q4 tech support	864	Services, Labor, Contracts
	01-040-000-0000-6231		64.00	payroll 2014 Q4 support	865	Services, Labor, Contracts
	01-040-000-0000-6231		1,943.00	finance 2014 Q4 support	865	Services, Labor, Contracts
	01-040-000-0000-6231		3,155.00	iseries 2014 Q4 support	865	Services, Labor, Contracts
	01-040-000-0000-6231		1,491.00	finance 2012 quarterly adjustm	865	Services, Labor, Contracts
	01-040-000-0000-6231		2,085.00	iseries 2012 quarterly adjustm	865	Services, Labor, Contracts
86290	Mn Counties Information Systems		6,024.64	7 Transactions		
86235	The Office Shop Inc					
	01-040-021-0000-6405		7.98	Deskpad Calendar	274415-0	Office & Computer Supplies
	01-040-000-0000-6405		800.00	Shredder	968289-0	Office & Computer Supplies
	01-040-021-0000-6405		15.47	calendar refill	968313-0	Office & Computer Supplies
86235	The Office Shop Inc		823.45	3 Transactions		
40	DEPT Total:		7,094.73	Auditor	4 Vendors	12 Transactions
41	DEPT			Internal Audit		
3358	Minnesota State Auditor					
	01-041-000-0000-6231		18,425.50	Audit Services yr end 12/31/13	65036	Services, Labor, Etc
				07/30/2014 08/26/2014		
3358	Minnesota State Auditor		18,425.50	1 Transactions		
41	DEPT Total:		18,425.50	Internal Audit	1 Vendors	1 Transactions
43	DEPT			Assessor		
50	Aitkin Body Shop, Inc					
	01-043-000-0000-6302		331.20	Windshield 2004 Escape	6253	Car Maintenance
50	Aitkin Body Shop, Inc		331.20	1 Transactions		
10452	AT&T Mobility					
	01-043-000-0000-6250		209.94	monthly wireless	287250162187	Telephone
				08/18/2014 09/17/2014		

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No. Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
10452 AT&T Mobility		209.94		1 Transactions	
783 Canon Financial Services, Inc 01- 043- 000- 0000- 6231		171.11	copier contract- 021 overdue	13764513	Services, Labor, Contracts
783 Canon Financial Services, Inc		171.11		1 Transactions	
1457 CPS Technology Solutions, Inc 01- 043- 000- 0000- 6231		46.20	October maintenance	366722	Services, Labor, Contracts
1457 CPS Technology Solutions, Inc		46.20		1 Transactions	
2743 Ladd/Karen 01- 043- 000- 0000- 6340		25.00	meal reimbursement- MAAO	9/21/- 9/22	Meals (Overnight)
2743 Ladd/Karen		25.00		1 Transactions	
10567 Lake Country Auto Center Of Aitkin 01- 043- 000- 0000- 6302		200.97	wipers,battery/2007 Liberty	18344	Car Maintenance
10567 Lake Country Auto Center Of Aitkin		200.97		1 Transactions	
3418 Moore/Darcy L. 01- 043- 000- 0000- 6330		99.36	mileage- MAAO 9/21- 22	216@.46	Transportation & Travel & Parking
3418 Moore/Darcy L.		99.36		1 Transactions	
43 DEPT Total:		1,083.78	Assessor	7 Vendors	7 Transactions
44 DEPT			Central Services		
13230 BLR 01- 044- 000- 0000- 6208		2,750.00	training today HR library- 1 yr	91214- 98	In Service Training/Education
13230 BLR		2,750.00		1 Transactions	
783 Canon Financial Services, Inc 01- 044- 000- 0000- 6231		328.05	copier contract - 019	14154192	Services, Labor, Contracts
783 Canon Financial Services, Inc		328.05		1 Transactions	
5748 Purchase Power 01- 044- 048- 0000- 6205		5,000.00	Postage	80009090017180	Postage
5748 Purchase Power		5,000.00		1 Transactions	



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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
44	DEPT Total:		Central Services	3 Vendors	3 Transactions
49	DEPT		Information Technologies		
	86290 Mn Counties Information Systems				
	01- 049- 000- 0000- 6231	5,285.00	property tax 2014 Q4 support	865	Programming, Services, Contracts
	01- 049- 000- 0000- 6231	14,818.00	property tax 2014 Q4 support	865	Programming, Services, Contracts
	01- 049- 000- 0000- 6231	8.00	Network 2014 Q4 support	865	Programming, Services, Contracts
	01- 049- 000- 0000- 6231	936.00-	prop.tax 2012 quarterly adjust	865	Programming, Services, Contracts
	01- 049- 000- 0000- 6231	2,478.00-	prop.tax 2012 quarterly adjust	865	Programming, Services, Contracts
	01- 049- 000- 0000- 6231	110.00-	network 2012 quarterly adjust	865	Programming, Services, Contracts
	86290 Mn Counties Information Systems	16,587.00		6 Transactions	
	4233 S & T Office Products Inc				
	01- 049- 000- 0000- 6405	91.82	office supplies	01QO3502	Office Supplies (Non Computer)
	4233 S & T Office Products Inc	91.82		1 Transactions	
49	DEPT Total:	16,678.82	Information Technologies	2 Vendors	7 Transactions
52	DEPT		Administration/Personnel Dept		
	12048 McDowell Agency, Inc./The				
	01- 052- 000- 0000- 6234	59.00	Background screening- Marshik	56546	Background Check Fee
	12048 McDowell Agency, Inc./The	59.00		1 Transactions	
	86235 The Office Shop Inc				
	01- 052- 000- 0000- 6405	21.62	Certificate holders	967917- 0	Office & Computer Supplies
	86235 The Office Shop Inc	21.62		1 Transactions	
52	DEPT Total:	80.62	Administration/Personnel Dept	2 Vendors	2 Transactions
60	DEPT		Elections		
	11372 DS Solutions, Inc.				
	01- 060- 000- 0000- 6406	1,687.50	premarked test deck ballots	10964	Ballots & Programming
	11372 DS Solutions, Inc.	1,687.50		1 Transactions	
	1601 Election Systems & Software Inc				
	01- 060- 000- 0000- 6405	45.88	(100) wire seals	906803	Office & Computer Supplies
	1601 Election Systems & Software Inc	45.88		1 Transactions	

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Vendor	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name
13129	SeaChange						
	01-060-000-0000-6406			90.00	NEW PCMA CARD	8240	Ballots & Programming
13129	SeaChange			90.00	1 Transactions		
60	DEPT Total:			1,823.38	Elections	3 Vendors	3 Transactions
90	DEPT				Attorney		
117	Aitkin County Sheriff						
	01-090-000-0000-6250			30.99	Ratz cell phone reimb.	14-0212	Telephone
117	Aitkin County Sheriff			30.99	1 Transactions		
457	Bachman Printing Companies						
	01-090-000-0000-6230			348.70	Respondent's Brief	54485	Printing, Publishing & Adv
457	Bachman Printing Companies			348.70	1 Transactions		
880	Carlton County Sheriff's Office						
	01-090-000-0000-6234			40.00	Subpoena 01CR14269	1420946	Co Sheriff Services
880	Carlton County Sheriff's Office			40.00	1 Transactions		
12210	Carver County Attorney's Office						
	01-090-000-0000-6208			150.00	2014 prosecutor's homicide	2014021	Training/Education
12210	Carver County Attorney's Office			150.00	1 Transactions		
1180	Crow Wing Co Sheriff's Office						
	01-090-000-0000-6234			75.00	Subpoena 01CR131083	14001847	Co Sheriff Services
	01-090-000-0000-6234			75.00	Subpoena 01CR131077	14001848	Co Sheriff Services
	01-090-000-0000-6234			75.00	Subpoena 01CR12800	994	Co Sheriff Services
	01-090-000-0000-6234			75.00	Subpoena 01CR12800	995	Co Sheriff Services
1180	Crow Wing Co Sheriff's Office			300.00	4 Transactions		
3273	Mn Co Attorneys Assn						
	01-090-000-0000-6208			50.00	Legal Training- Motherway	18168540	Training/Education
	01-090-000-0000-6208			50.00	Legal Training- Sondra	18168540	Training/Education
3273	Mn Co Attorneys Assn			100.00	2 Transactions		
11949	Swanson/Sondra						
	01-090-000-0000-6205			21.95	postage for Lindquist Brief		Postage
11949	Swanson/Sondra			21.95	1 Transactions		

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
86235	The Office Shop Inc		envelopes,staples,etc	967856-0	Office Equipment
	01-090-000-0000-6625				
86235	The Office Shop Inc				
		150.80			
		150.80	1 Transactions		
90	DEPT Total:	1,142.44	Attorney	8 Vendors	12 Transactions
100	DEPT		Recorder		
4233	S & T Office Products Inc				
	01-100-000-0000-6405	46.25	3 DOZEN PENS	01Q03503	Office & Computer Supplies
4233	S & T Office Products Inc				
		46.25	1 Transactions		
86235	The Office Shop Inc				
	01-100-000-0000-6405	19.98	COPY PAPER	967478-0	Office & Computer Supplies
86235	The Office Shop Inc				
		19.98	1 Transactions		
100	DEPT Total:	66.23	Recorder	2 Vendors	2 Transactions
110	DEPT		Courthouse Maintenance		
12106	Antoine Electric				
	01-110-000-0000-6231	68.00	diagnose power loss	13638	Services, Labor, Contracts
12106	Antoine Electric				
		68.00	1 Transactions		
10083	Cedarbrook Lumber Comp				
	01-110-000-0000-6590	19.05	Roof caulk	64323	Repair & Maintenance
	01-110-000-0000-6590	17.78	railroad ties,bldg materials	64764	Repair & Maintenance
10083	Cedarbrook Lumber Comp				
		36.83	2 Transactions		
1491	Dutch's Electric, Inc				
	01-110-000-0000-6231	65.00	repair sockets in stairway	22509	Services, Labor, Contracts
1491	Dutch's Electric, Inc				
		65.00	1 Transactions		
2186	Hillyard Inc - Kansas City				
	01-110-000-0000-6422	273.17	JANITORIAL SUPPLIES	601309108	Janitorial Supplies
2186	Hillyard Inc - Kansas City				
		273.17	1 Transactions		
11889	Honeywell International Inc.				
	01-110-000-0000-6231	2,901.20	QUARTERLY MAINTENANCE	5230389597	Services, Labor, Contracts
			10/15/2014 01/14/2015		

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<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>
11889 Honeywell International Inc.		2,901.20	1 Transactions	
3950 Public Utilities				
01-110-000-0000-6254		1,987.59	Courthouse	Utilities & Heating
01-110-000-0000-6254		20.78	Old County Garage	Utilities & Heating
01-110-000-0000-6254		423.68	Jail West Annex	Utilities & Heating
01-110-000-0000-6254		111.19	CH Bldg Coordinator	Utilities & Heating
01-110-000-0000-6254		124.19	Glarco	Utilities & Heating
01-110-000-0000-6254		152.73	LA Tool Building	Utilities & Heating
3950 Public Utilities		2,820.16	6 Transactions	
5774 Riverwood Healthcare Clinic				
01-110-000-0000-6272		200.00	employment physical- Jensen	8/11/14 Physical Examinations
01-110-000-0000-6272		200.00	employment physical- Mitchell	8/20/14 Physical Examinations
5774 Riverwood Healthcare Clinic		400.00	2 Transactions	
110 DEPT Total:		6,564.36	Courthouse Maintenance	7 Vendors 14 Transactions
111 DEPT			Buildings	
11428 Horizon Roofing, INC.				
01-111-000-0000-6605		1,366.75	seal around two globe lights	BE2050 Building & Structures
11428 Horizon Roofing, INC.		1,366.75	1 Transactions	
111 DEPT Total:		1,366.75	Buildings	1 Vendors 1 Transactions
120 DEPT			Service Officer	
2448 Janzen/Carroll Mark				
01-120-000-0000-6350		50.00	Drive Van	Mpls Per Diem
			09/02/2014	09/02/2014
2448 Janzen/Carroll Mark		50.00	1 Transactions	
3093 Jones/Stanley Carter				
01-120-000-0000-6350		50.00	Drive Van	St Cloud Per Diem
			09/11/2014	09/11/2014
01-120-000-0000-6350		50.00	Drive Van	St Cloud Per Diem
			09/19/2014	09/19/2014
3093 Jones/Stanley Carter		100.00	2 Transactions	

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
		Amount			
10234	Miller/Conrad		Drive Van	Mpls	Per Diem
	01-120-000-0000-6350	50.00	09/05/2014	09/05/2014	
	01-120-000-0000-6350	50.00	Drive Van	St Cloud	Per Diem
			09/23/2014	09/23/2014	
10234	Miller/Conrad	100.00		2 Transactions	
3912	Peterson/Richard		Drive Van	Mpls	Per Diem
	01-120-000-0000-6350	50.00	09/30/2014	09/30/2014	
3912	Peterson/Richard	50.00		1 Transactions	
11362	Roscoe/Bernie		Drive Van	Mpls	Per Diem
	01-120-000-0000-6350	50.00	09/29/2014	09/29/2014	
	01-120-000-0000-6350	50.00	Drive Van	St Cloud	Per Diem
			09/17/2014	09/17/2014	
11362	Roscoe/Bernie	100.00		2 Transactions	
86235	The Office Shop Inc		combo board,glossy paper	967590-0	Office & Computer Supplies
	01-120-000-0000-6405	23.00			
86235	The Office Shop Inc	23.00		1 Transactions	
6097	Verizon Wireless		vet van cell phone	880690364	Telephone
	01-120-000-0000-6250	12.63			
6097	Verizon Wireless	12.63		1 Transactions	
10882	Wark/Charles F.		Drive Van	Mpls	Per Diem
	01-120-000-0000-6350	50.00	09/08/2014	09/08/2014	
	01-120-000-0000-6350	50.00	Drive Van	St Cloud	Per Diem
			09/05/2014	09/05/2014	
10882	Wark/Charles F.	100.00		2 Transactions	
6054	Willette/Richard Francis		Drive Van	Mpls	Per Diem
	01-120-000-0000-6350	50.00	09/10/2014	09/10/2014	
6054	Willette/Richard Francis	50.00		1 Transactions	

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Vendor No.	Name	Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
5960	Wilmo/Wesley S.	01- 120- 000- 0000- 6350		50.00	Drive Van 09/26/2014	Brainerd	Per Diem
		01- 120- 000- 0000- 6350		50.00	Drive Van 09/03/2014	St Cloud	Per Diem
5960	Wilmo/Wesley S.			100.00		2 Transactions	
9255	Witt/Warren	01- 120- 000- 0000- 6350		50.00	Drive Van 09/04/2014	Mpls	Per Diem
		01- 120- 000- 0000- 6350		50.00	Drive Van 09/22/2014	Mpls	Per Diem
9255	Witt/Warren			100.00		2 Transactions	
120	DEPT Total:			785.63	Service Officer	11 Vendors	17 Transactions
121	DEPT				Housing & Redevelopment		
11113	Anderson/Edward	01- 121- 000- 0000- 6350		35.00	HRA Meeting	09/29/14	Per Diem
		01- 121- 000- 0000- 6350		35.00	HRA Meeting	7/28/14	Per Diem
		01- 121- 000- 0000- 6350		35.00	HRA Meeting	8/25/14	Per Diem
11113	Anderson/Edward			105.00		3 Transactions	
11353	Crane/Cheri L	01- 121- 000- 0000- 6350		35.00	HRA Meeting	07/28/14	Per Diem
		01- 121- 000- 0000- 6350		35.00	HRA Meeting	08/25/14	Per Diem
		01- 121- 000- 0000- 6350		35.00	HRA Meeting	09/29/14	Per Diem
11353	Crane/Cheri L			105.00		3 Transactions	
13164	Turner/Evelyn	01- 121- 000- 0000- 6350		35.00	HRA Meeting	07/28/14	Per Diem
		01- 121- 000- 0000- 6350		35.00	HRA Meeting	08/25/14	Per Diem
		01- 121- 000- 0000- 6350		35.00	HRA Meeting	09/29/14	Per Diem
13164	Turner/Evelyn			105.00		3 Transactions	
10017	Tveit/Galen	01- 121- 000- 0000- 6350		35.00	HRA Meeting	07/28/14	Per Diem
		01- 121- 000- 0000- 6350		35.00	HRA Meeting	08/25/14	Per Diem
		01- 121- 000- 0000- 6350		35.00	HRA Meeting	09/29/14	Per Diem

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<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>
10017 Tveit/Galen		105.00	3 Transactions		
11355 Williams/Ihleen E					
01- 121- 000- 0000- 6350		35.00	HRA Meeting	08/25/14	Per Diem
01- 121- 000- 0000- 6350		35.00	HRA Meeting	09/29/14	Per Diem
11355 Williams/Ihleen E		70.00	2 Transactions		
121 DEPT Total:		490.00	Housing & Redevelopment	5 Vendors	14 Transactions
122 DEPT			Planning & Zoning		
9992 Gansen/Peter					
01- 122- 000- 0000- 6340		13.97	meal/MACPZA conference	9/23/14	Meals
9992 Gansen/Peter		13.97	1 Transactions		
13066 Hargrave/Bryan					
01- 122- 000- 0000- 6231		3,250.00	Contract Inspections	10@325	Services, Labor, Contracts, Programming
			09/22/2014	10/03/2014	
13066 Hargrave/Bryan		3,250.00	1 Transactions		
11988 Harwarth/Robert					
01- 122- 000- 0000- 6350		10.00	Onsite	40619C	Per Diem
01- 122- 000- 0000- 6350		10.00	Onsite	40626C	Per Diem
01- 122- 038- 0000- 6330		25.76	PC/Onsites mileage	46@.56	Boa/Pc Mileage
01- 122- 000- 0000- 6350		35.00	PC Meeting	9/15/14	Per Diem
11988 Harwarth/Robert		80.76	4 Transactions		
12066 Kunz/Kristi					
01- 122- 000- 0000- 6108		13.90	meal/Floodplain training	Kunz/Gansen	Meals Reimbursed (Taxable)
12066 Kunz/Kristi		13.90	1 Transactions		
11990 Lange/David					
01- 122- 038- 0000- 6330		67.20	PC/Onsites mileage	120@.56	Boa/Pc Mileage
01- 122- 000- 0000- 6350		10.00	Onsite	40619C	Per Diem
01- 122- 000- 0000- 6350		10.00	Onsite	40626C	Per Diem
01- 122- 000- 0000- 6350		35.00	PC meeting	9/15/14	Per Diem
11990 Lange/David		122.20	4 Transactions		
8374 Lueck/Dale					
01- 122- 000- 0000- 6350		10.00	Onsite	40619C	Per Diem

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
8374 Lueck/Dale		10.00	Onsite	40626C	Per Diem
		25.76	PC/Onsites mileage	46@.56	Boa/Pc Mileage
		35.00	PC Meeting	9/15/14	Per Diem
		80.76		4 Transactions	
5516 Paquette/Jeremy M					
		78.40	PC/Onsites mileage	140@.56	Boa/Pc Mileage
		10.00	Onsite	40619C	Per Diem
		10.00	Onsite	40626C	Per Diem
		35.00	PC Meeting	9/15/14	Per Diem
		133.40		4 Transactions	
4400 Security State Bank					
		8,400.00	payment/Hoy BMP loan	Rcpt #1376	ISTS AG BMP EXPENSES
4400 Security State Bank		8,400.00		1 Transactions	
86235 The Office Shop Inc					
		7.50	REPLACEMENT KEY	967023-0	Office, Computer, Film, & Field Supplies
		66.97	2015 Calendars	968121-0	Office, Computer, Film, & Field Supplies
		9.29	2015 Calendar for Barb	968121-1	Office, Computer, Film, & Field Supplies
		83.76		3 Transactions	
6097 Verizon Wireless					
		37.63	Sept cell phone charges	380690138	Telephone
			08/14/2014 09/13/2014		
		37.63		1 Transactions	
10895 Westerlund/Laurie Ann					
		59.36	PC/Onsite mileage	106@.56	Boa/Pc Mileage
		10.00	Onsite	40626C	Per Diem
		69.36		2 Transactions	
122 DEPT Total:		12,285.74	Planning & Zoning	11 Vendors	26 Transactions
200 DEPT			Enforcement		
117 Aitkin County Sheriff					
		32.00	#206 & Jeep tab renewals		Auto & Trailer License
		195.00	MN/SCIA Reg./Sandberg		Registration Fee



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<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>				
117 Aitkin County Sheriff		227.00	2 Transactions	
11960 ASAP Towing				
01- 200- 000- 0000- 6359		278.75	tow Kawasaki cycle- 14- 3906	3129 Wrecker Service
11960 ASAP Towing		278.75	1 Transactions	
10452 AT&T Mobility				
01- 200- 000- 0000- 6250		34.99	#222 squad computer	287258495419 Telephone
			08/18/2014 09/17/2014	
10452 AT&T Mobility		34.99	1 Transactions	
3263 K&M Signs Inc.				
01- 200- 000- 0000- 6302		1,470.00	#212,204,221- lettering/graphic	10206 Car Maintenance
01- 200- 000- 0000- 6302		10.00	DARE Logo	10230 Car Maintenance
3263 K&M Signs Inc.		1,480.00	2 Transactions	
5756 KEEPRS, Inc				
01- 200- 000- 0000- 6410		49.99	uniform pants #210	256635 Clothing Allowance
5756 KEEPRS, Inc		49.99	1 Transactions	
10567 Lake Country Auto Center Of Aitkin				
01- 200- 000- 0000- 6302		55.32	#221 oil change,rotate tires	18371 Car Maintenance
01- 200- 000- 0000- 6302		69.29	#207 oil change,rotate tires	18403 Car Maintenance
10567 Lake Country Auto Center Of Aitkin		124.61	2 Transactions	
4681 Streichers				
01- 200- 000- 0000- 6409		142.97	flashlight charger,holder #210	I1113670 Deputy Supplies
4681 Streichers		142.97	1 Transactions	
86235 The Office Shop Inc				
01- 200- 000- 0000- 6405		161.58	toner	967988- 0 Office Supplies
86235 The Office Shop Inc		161.58	1 Transactions	
6128 Tire Barn				
01- 200- 000- 0000- 6302		596.40	4 tires, install	28899 Car Maintenance
6128 Tire Barn		596.40	1 Transactions	
6097 Verizon Wireless				
01- 200- 000- 0000- 6250		579.69	Cellular Phone	286090412 Telephone

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<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
6097	Verizon Wireless		579.69	1 Transactions		
9642	WEX BANK					
	01-200-000-0000-6511		6,396.90	Fuel for Squads	0424007043961	Gas And Oil
9642	WEX BANK		6,396.90	1 Transactions		
13132	Zuercher Technologies, LLC					
	01-200-000-0000-6231		7,848.00	Milestone Pymt 2- CMD delivery	390	Services & Labor (Incl Contracts)
13132	Zuercher Technologies, LLC		7,848.00	1 Transactions		
200	DEPT Total:		17,920.88	Enforcement	12 Vendors	15 Transactions
202	DEPT			Boat & Water		
3950	Public Utilities					
	01-202-000-0000-6254		17.76	Boat & Water		Utilities
3950	Public Utilities		17.76	1 Transactions		
6097	Verizon Wireless					
	01-202-000-0000-6250		81.40	Cellular Phone	286090412	Telephone
6097	Verizon Wireless		81.40	1 Transactions		
9642	WEX BANK					
	01-202-000-0000-6511		654.51	Fuel for Squads	0424007043961	Gas And Oil
9642	WEX BANK		654.51	1 Transactions		
202	DEPT Total:		753.67	Boat & Water	3 Vendors	3 Transactions
252	DEPT			Corrections		
10595	Baker/Lana					
	01-252-003-0000-6330		82.80	mileage- BCA training	180@.46	School Tran & Travel & Parking
	01-252-003-0000-6330		5.00	parking- BCA training	9/23- 24	School Tran & Travel & Parking
	01-252-003-0000-6340		4.22	meal- BCA training	9/23/14	Schooling Meals
10595	Baker/Lana		92.02	3 Transactions		
710	Brainerd Dispatch					
	01-252-252-0000-6405		199.88	1st floor jail- 52 weeks	178234833	Prisoner Welfare
710	Brainerd Dispatch		199.88	1 Transactions		

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<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>
89250 Bruss/Pamela					
01- 252- 003- 0000- 6330		170.60	Mileage- BCA training	360@.46	School Tran & Travel & Parking
89250 Bruss/Pamela		170.60	1 Transactions		
783 Canon Financial Services, Inc					
01- 252- 000- 0000- 6231		96.84	copier contract - 016	14154189	Services & Labor (Incl Contracts)
783 Canon Financial Services, Inc		96.84	1 Transactions		
88628 Dalco					
01- 252- 000- 0000- 6422		292.38	jail paper products	2793135	Janitorial Supplies
88628 Dalco		292.38	1 Transactions		
2186 Hillyard Inc - Kansas City					
01- 252- 000- 0000- 6422		869.08	JANITORIAL	601309145	Janitorial Supplies
01- 252- 000- 0000- 6405		71.60	GLOVES	601309146	Office & Computer Supplies
2186 Hillyard Inc - Kansas City		940.68	2 Transactions		
5756 KEEPRS, Inc					
01- 252- 000- 0000- 6410		145.73	uniform pants/shirts- Sinell	256635	Clothing Allowance
5756 KEEPRS, Inc		145.73	1 Transactions		
91187 Lake Country Power					
01- 252- 000- 0000- 6254		42.64	Quadna Tower	1501827050	Utilities & Heating
91187 Lake Country Power		42.64	1 Transactions		
10276 Mowers/Ben					
01- 252- 003- 0000- 6330		86.02	mileage- BCA training	187@46	School Tran & Travel & Parking
10276 Mowers/Ben		86.02	1 Transactions		
3789 Pan- O- Gold Baking Company					
01- 252- 000- 0000- 6418		139.33	Groceries	010024426129	Groceries
01- 252- 000- 0000- 6418		171.78	Groceries	010024426826	Groceries
3789 Pan- O- Gold Baking Company		311.11	2 Transactions		
3950 Public Utilities					
01- 252- 000- 0000- 6254		39.10	Sheriff's Garage		Utilities & Heating
01- 252- 000- 0000- 6254		1,393.43	new Jail		Utilities & Heating
01- 252- 000- 0000- 6254		5,749.16	New Jail 2		Utilities & Heating

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<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>
3950 Public Utilities		7,181.69	3 Transactions		
9499 Reliance Telephone Systems, Inc					
01- 252- 252- 0000- 6406		1,500.00	phone cards	D- 13559	Phone Card Prisoner Welfare
9499 Reliance Telephone Systems, Inc		1,500.00	1 Transactions		
4095 Ritter & Ritter, Inc					
01- 252- 000- 0000- 6231		205.00	jail drain & sewer line clean	26996	Services & Labor (Incl Contracts)
4095 Ritter & Ritter, Inc		205.00	1 Transactions		
4761 Sysco Minnesota Inc					
01- 252- 000- 0000- 6418		2,536.94	Groceries	409181140	Groceries
01- 252- 000- 0000- 6418		2,466.24	Groceries	409250994	Groceries
4761 Sysco Minnesota Inc		5,003.18	2 Transactions		
6097 Verizon Wireless					
01- 252- 000- 0000- 6250		78.60	Cellular Phone	286090412	Telephone
6097 Verizon Wireless		78.60	1 Transactions		
9642 WEX BANK					
01- 252- 000- 0000- 6330		294.39	Fuel for Squads	0424007043961	Prisoner Transportation & Travel
9642 WEX BANK		294.39	1 Transactions		
5295 Ziegler Inc					
01- 252- 000- 0000- 6231		857.39	Caterpillar switch on GENERAC	SW050224129	Services & Labor (Incl Contracts)
5295 Ziegler Inc		857.39	1 Transactions		
13132 Zuercher Technologies, LLC					
01- 252- 252- 0000- 6405		7,848.00	Milestone Pymt 2- CMD delivery	390	Prisoner Welfare
13132 Zuercher Technologies, LLC		7,848.00	1 Transactions		
252 DEPT Total:		25,346.15	Corrections	18 Vendors	25 Transactions
253 DEPT			Aitkin Co Community Corrections		
86467 Auto Value Aitkin					
01- 253- 000- 0000- 6302		19.98	Windshield Wipers- Van	40053895	Car Maintenance
86467 Auto Value Aitkin		19.98	1 Transactions		

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253	DEPT Total:		19.98	Aitkin Co Community Corrections	1 Vendors	1 Transactions
254	DEPT			Enhanced 911 System		
13132	Zuercher Technologies, LLC 01- 254- 000- 0000- 6231		23,545.00	Milestone Pymt 2- CMD delivery	390	Services, Labor, Contracts
13132	Zuercher Technologies, LLC		23,545.00		1 Transactions	
254	DEPT Total:		23,545.00	Enhanced 911 System	1 Vendors	1 Transactions
257	DEPT			Sobriety Court		
88879	Central Mn Community Corrections- DT 01- 257- 000- 0000- 6330		352.24	Q 3 Reimbursement June- Aug	629@.56	Transportation/Travel/Parking
88879	Central Mn Community Corrections- DT		352.24		1 Transactions	
13056	McKenzie/Jill 01- 257- 022- 0000- 6406		17.18	frames for grad certificates		Sobriety Crt Expenses
13056	McKenzie/Jill		17.18		1 Transactions	
257	DEPT Total:		369.42	Sobriety Court	2 Vendors	2 Transactions
280	DEPT			Emergency Management		
361	Arrowhead EMS Association 01- 280- 000- 0000- 6240		80.00	dues	10131	Dues
				10/01/2014	09/30/2015	
361	Arrowhead EMS Association		80.00		1 Transactions	
280	DEPT Total:		80.00	Emergency Management	1 Vendors	1 Transactions
391	DEPT			Solid Waste		
783	Canon Financial Services, Inc 01- 391- 000- 0000- 6231		317.12	copier contract - 017	14154190	Services, Labor, & Minor Contracts
783	Canon Financial Services, Inc		317.12		1 Transactions	
1754	Garrison Disposal Company, Inc 01- 391- 060- 0000- 6360		8,979.69	August recycling		Recycling Contract
1754	Garrison Disposal Company, Inc		8,979.69		1 Transactions	
2763	J & H Transfer Station- Lakes Sanitary					

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	01-391-060-0000-6360		350.55	AUGUST RECYCLING		Recycling Contract
2763	J & H Transfer Station- Lakes Sanitary		350.55		1 Transactions	
3503	Neff/Terry B. 01-391-000-0000-6340		28.49	MACPZA meals/neff 09/23/2014	09/26/2014	Meals
3503	Neff/Terry B.		28.49		1 Transactions	
3810	Paulbeck's County Market 01-391-000-0000-6405		34.19	HHW SUPPLIES		Office & Film Supplies
3810	Paulbeck's County Market		34.19		1 Transactions	
4150	Rosallini's 01-391-000-0000-6405		118.03	HHW SUPPLIES		Office & Film Supplies
4150	Rosallini's		118.03		1 Transactions	
86235	The Office Shop Inc 01-391-000-0000-6405		24.55	2015 Calendars	968121-0	Office & Film Supplies
86235	The Office Shop Inc		24.55		1 Transactions	
6097	Verizon Wireless 01-391-000-0000-6250		48.39	cell phone charges	286252299	Telephone
6097	Verizon Wireless		48.39		1 Transactions	
391	DEPT Total:		9,901.01	Solid Waste	8 Vendors	8 Transactions
392	DEPT			Water Wells		
405	A.W. Research Laboratories, Inc. 01-392-000-0000-6231		26.00	water test	11300	Services, Labor, Contracts
405	A.W. Research Laboratories, Inc.		26.00		1 Transactions	
12486	Leitinger/Michelle 01-392-000-0000-6405		17.53	Reimb. for alcohol swabs	Shopko	Office & Film Supplies
12486	Leitinger/Michelle		17.53		1 Transactions	
392	DEPT Total:		43.53	Water Wells	2 Vendors	2 Transactions
500	DEPT			Library And Historical Society		

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No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name
90	Aitkin Co Historical Society						
	01- 500- 501- 0000- 6801			7,500.00	2014 2nd 1/2		Historical Society Appropriations
90	Aitkin Co Historical Society			7,500.00		1 Transactions	
500	DEPT Total:			7,500.00	Library And Historical Society	1 Vendors	1 Transactions
600	DEPT				Ag Society, Soil & Water, Ag Inspect		
89856	Aitkin Co Agricultural Society						
	01- 600- 550- 0000- 6801			10,000.00	2014 2nd 1/2		Ag Society Appropriations
89856	Aitkin Co Agricultural Society			10,000.00		1 Transactions	
91345	Elvecrog/Roberta C						
	01- 600- 552- 0000- 6350			35.00	SRW per diem	9/22/14	SRW Per Diem
91345	Elvecrog/Roberta C			35.00		1 Transactions	
600	DEPT Total:			10,035.00	Ag Society, Soil & Water, Ag Inspect	2 Vendors	2 Transactions
601	DEPT				Extension		
89471	Aitkin Co 4- H Council						
	01- 601- 551- 0000- 5840			80.00	Book Sales- lic ctr R.407	4581- 4582	4- H Plat Book Sales
	01- 601- 551- 0000- 5840			800.00	Book Sales- recorders R.408	4622- 31,44- 53	4- H Plat Book Sales
89471	Aitkin Co 4- H Council			880.00		2 Transactions	
11187	Regents Of The University of Minnesota						
	01- 601- 000- 0000- 6262			12,474.39	July- Sept.2014 Strande billing	0300012282	Univ Of Minn Contracts
11187	Regents Of The University of Minnesota			12,474.39		1 Transactions	
601	DEPT Total:			13,354.39	Extension	2 Vendors	3 Transactions
700	DEPT				Promotion,AEOA Tran,Airport,RC&D,Toi		
5403	Aitkin Airport Commission						
	01- 700- 903- 0000- 6800			7,053.50	2014 2nd 1/2		Aitkin Airport Appropriation
5403	Aitkin Airport Commission			7,053.50		1 Transactions	
175	City Of Mcgregor						
	01- 700- 903- 0000- 6801			6,950.00	2014 2nd 1/2		Mcgregor Airport Appropriation
175	City Of Mcgregor			6,950.00		1 Transactions	

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 1 General Fund

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name		<u>Rpt</u>		<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
	<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
11458	MSPN						
		01- 700- 909- 0000- 6801		1,933.75	ATV Advertising	12373	Appropriations- Grant
11458	MSPN			1,933.75	1 Transactions		
700	DEPT Total:			15,937.25	Promotion,AEOA Tran,Airport,RC&D,T	3 Vendors	3 Transactions
1	Fund Total:			204,905.13	General Fund		198 Transactions



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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
0	DEPT			Undesignated		
13232	Koerber/Don James 03-000-000-0000-5857		500.00	DEPOSIT REFUND 100214	REFUND	Culverts
13232	Koerber/Don James		500.00	1 Transactions		
0	DEPT Total:		500.00	Undesignated	1 Vendors	1 Transactions
301	DEPT			R&B Administration		
8175	Centurylink 03-301-000-0000-6250		30.65	Fax: Hwy Office 091114	313199328	Telephone
8175	Centurylink		30.65	1 Transactions		
10855	Culligan 03-301-000-0000-6400		20.25	Rental and Water 091914	357406	Supplies And Materials
10855	Culligan		20.25	1 Transactions		
11406	Innovative Office Solutions 03-301-000-0000-6400		34.43	Calendars/Planners 092514	IN0621055	Supplies And Materials
11406	Innovative Office Solutions		34.43	1 Transactions		
9908	Office Of The Secretary Of State 03-301-000-0000-6241		120.00	Notary- Carol 092614	FORM	Fees/Prof/Misc
9908	Office Of The Secretary Of State		120.00	1 Transactions		
86235	The Office Shop Inc 03-301-000-0000-6400		381.69	meter 092914	274443-0	Supplies And Materials
86235	The Office Shop Inc		381.69	1 Transactions		
5128	Widseth Smith & Nolting Inc 03-301-000-0000-6241		3,235.50	CSAH 5 Drain Study- Eng 091714	90050	Fees/Prof/Misc
5128	Widseth Smith & Nolting Inc		3,235.50	1 Transactions		
301	DEPT Total:		3,822.52	R&B Administration	6 Vendors	6 Transactions
302	DEPT			R&B Engineering/Construction		
8572	Federal Licensing, Inc. 03-302-000-0000-6449		124.00	Two Way Radio License 082514	45952	Rd/Br Engr. Supplies

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
8572 Federal Licensing, Inc.				
	124.00		1 Transactions	
302 DEPT Total:	124.00	R&B Engineering/Construction	1 Vendors	1 Transactions
303 DEPT		R&B Highway Maintenance		
195 Aitkin Tire Shop				
03- 303- 000- 0000- 6590	3,558.00	Tires 092414	53844	Repair & Maintenance Supplies
195 Aitkin Tire Shop	3,558.00		1 Transactions	
8239 Ameripride Linen & Apparel Services				
03- 303- 000- 0000- 6523	44.41	Shop Laundry 092314	2200560980	Misc Bldg & Shop Supplies
03- 303- 000- 0000- 6523	48.68	Shop Laundry 093014	2200563589	Misc Bldg & Shop Supplies
8239 Ameripride Linen & Apparel Services	93.09		2 Transactions	
86467 Auto Value Aitkin				
03- 303- 000- 0000- 6523	19.98	Lube 091514	40053211	Misc Bldg & Shop Supplies
03- 303- 000- 0000- 6523	41.98	Oil Seals 091814	40053343	Misc Bldg & Shop Supplies
03- 303- 000- 0000- 6523	7.99	Seal 091814	40053343	Misc Bldg & Shop Supplies
03- 303- 000- 0000- 6523	41.98	Oil Seals 091814	40053345	Misc Bldg & Shop Supplies
03- 303- 000- 0000- 6523	7.99	Seal 091814	40053345	Misc Bldg & Shop Supplies
03- 303- 000- 0000- 6523	47.88	Purple Power Wash - 25 091814	40053347	Misc Bldg & Shop Supplies
03- 303- 000- 0000- 6523	89.99	25LB Wipers 092414	40053362	Misc Bldg & Shop Supplies
03- 303- 000- 0000- 6523	19.98	Lube 091814	40053368	Misc Bldg & Shop Supplies
03- 303- 000- 0000- 6523	39.84	Windshield wash - 25 091814	40053373	Misc Bldg & Shop Supplies
03- 303- 000- 0000- 6590	22.99	Trailer Light Kit 092414	40053662	Repair & Maintenance Supplies
03- 303- 000- 0000- 6523	275.84	Shop Supplies 092914	40053932	Misc Bldg & Shop Supplies
86467 Auto Value Aitkin	476.54		11 Transactions	
12445 Brandl Chevrolet, Buick, GM				
03- 303- 000- 0000- 6590	135.00	Diagnosis 093014	210135	Repair & Maintenance Supplies
03- 303- 000- 0000- 6590	84.83	Sensor 093014	210135	Repair & Maintenance Supplies
12445 Brandl Chevrolet, Buick, GM	219.83		2 Transactions	
10083 Cedarbrook Lumber Comp				
03- 303- 000- 0000- 6298	15.23	5x6x8 treated 093014	65096	Shop Maintenance
10083 Cedarbrook Lumber Comp	15.23		1 Transactions	
9326 Dehn Oil				
03- 303- 000- 0000- 6513	21,112.49	Aitkin- Diesel 100114	25053824	Motor Fuel & Lubricants

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<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>
9326 Dehn Oil		21,112.49		1 Transactions	
8500 Diamond Mowers, Inc					
03- 303- 000- 0000- 6590		462.70	Repair Parts 092214	0091394- IN	Repair & Maintenance Supplies
03- 303- 000- 0000- 6590		698.89	Repair Parts 092314	0091445- IN	Repair & Maintenance Supplies
8500 Diamond Mowers, Inc		1,161.59		2 Transactions	
7935 East Central Energy					
03- 303- 000- 0000- 6254		151.00	Power- McGrath 091614	70415419	Utilities
7935 East Central Energy		151.00		1 Transactions	
8622 Frontier					
03- 303- 000- 0000- 6250		44.76	Jacobson 092214	218- 752- 6591	Telephone
03- 303- 000- 0000- 6250		50.45	McGregor 092214	218- 768- 4481	Telephone
03- 303- 000- 0000- 6250		41.92	Palisade 092214	218- 845- 2607	Telephone
03- 303- 000- 0000- 6250		54.01	McGrath 092214	320- 592- 3580	Telephone
8622 Frontier		191.14		4 Transactions	
13228 Hardrives, Inc.					
03- 303- 000- 0000- 6517		759.29	Road Patching 090314	9562	Asphalt,Crackfiller,Tack Oil,Etc
03- 303- 000- 0000- 6517		795.29	Road Patching 090814	9596	Asphalt,Crackfiller,Tack Oil,Etc
03- 303- 000- 0000- 6517		793.71	Road Patching 090914	9598	Asphalt,Crackfiller,Tack Oil,Etc
13228 Hardrives, Inc.		2,348.29		3 Transactions	
91187 Lake Country Power					
03- 303- 000- 0000- 6254		65.59	CSAH 14 092514	141979801	Utilities
03- 303- 000- 0000- 6254		55.78	CSAH 6 092514	141979901	Utilities
91187 Lake Country Power		121.37		2 Transactions	
2941 M R Sign Co Inc					
03- 303- 000- 0000- 6516		172.65	Road Closed Signs 091114	182828	Signs & Posts
03- 303- 000- 0000- 6516		174.09	9- 11 Posts/hardware 091714	182916	Signs & Posts
03- 303- 000- 0000- 6516		1,361.00	Green Post 6x3 U Channe 091714	182917	Signs & Posts
03- 303- 000- 0000- 6516		792.18	Grn Post 8x2.5 U Channe 091714	182917	Signs & Posts
03- 303- 000- 0000- 6516		891.32	Grn Post 9x2.5 U Channe 091714	182917	Signs & Posts
03- 303- 000- 0000- 6516		931.78	9- 11 Signs 091714	182918	Signs & Posts
03- 303- 000- 0000- 6516		171.08	9- 11 Signs 091714	182919	Signs & Posts
2941 M R Sign Co Inc		4,494.10		7 Transactions	

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<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>
10824 Maney International Inc					
03-303-000-0000-6590		125.26	Guage 091414	676313	Repair & Maintenance Supplies
03-303-000-0000-6590		125.26	Guage 091414	676313	Repair & Maintenance Supplies
10824 Maney International Inc		250.52			2 Transactions
12927 Midwest Machinery Co.					
03-303-000-0000-6590		43.55	Air Filter 092414	937690	Repair & Maintenance Supplies
03-303-000-0000-6590		69.12	Air Filter 092414	937690	Repair & Maintenance Supplies
03-303-000-0000-6590		67.17	Air Filter 092414	937690	Repair & Maintenance Supplies
03-303-000-0000-6590		43.55	Air Filter 092414	937690	Repair & Maintenance Supplies
03-303-000-0000-6590		333.55	Activated Carbon 092914	940826	Repair & Maintenance Supplies
03-303-000-0000-6590		67.17	Air Filter 092914	940826	Repair & Maintenance Supplies
03-303-000-0000-6590		43.55	Air Filter 092914	940826	Repair & Maintenance Supplies
03-303-000-0000-6590		50.47	Air Filter 092914	940826	Repair & Maintenance Supplies
12927 Midwest Machinery Co.		718.13			8 Transactions
8436 Northland Parts					
03-303-000-0000-6590		92.48	Socket, Trlr Cord 091014	287741	Repair & Maintenance Supplies
03-303-000-0000-6523		4.20	Washer Fluid 091814	288258	Misc Bldg & Shop Supplies
8436 Northland Parts		96.68			2 Transactions
10720 Nuss Truck & Equipment					
03-303-000-0000-6590		116.54	Hose, Expansion 091814	3127421P	Repair & Maintenance Supplies
03-303-000-0000-6590		2,447.11	Repair Parts 092414	3127658P	Repair & Maintenance Supplies
03-303-000-0000-6590		67.50	Rotor 093014	3127879	Repair & Maintenance Supplies
03-303-000-0000-6590		205.72	Repair Parts 093014	3127879P	Repair & Maintenance Supplies
03-303-000-0000-6590		81.85	Filter 093014	3127879P	Repair & Maintenance Supplies
03-303-000-0000-6590		108.00	Oil Filter 093014	3127879P	Repair & Maintenance Supplies
03-303-000-0000-6590		92.57	Idler 100114	3127943P	Repair & Maintenance Supplies
03-303-000-0000-6590		1,542.29-	Repair Parts 100114	3127963P	Repair & Maintenance Supplies
03-303-000-0000-6590		25.61	Repair Parts 100114	3127963P	Repair & Maintenance Supplies
03-303-000-0000-6590		171.71	Repair Parts 100114	3127963P	Repair & Maintenance Supplies
10720 Nuss Truck & Equipment		1,774.32			10 Transactions
3760 Palisade Cooperative Oil Assoc					
03-303-000-0000-6513		48.13	GASOLINE 091614	293966	Motor Fuel & Lubricants
3760 Palisade Cooperative Oil Assoc		48.13			1 Transactions
3950 Public Utilities					

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<u>Vendor No.</u>	<u>Name</u>	<u>Accr</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
	<u>No. Account/Formula</u>				<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
	03- 303- 000- 0000- 6254			27.92	Hwy 210 W & CR 28 092314	02- 00059455- 00	Utilities
	03- 303- 000- 0000- 6254			54.38	Aitkin Shop: water 092314	02- 00063335- 00	Utilities
	03- 303- 000- 0000- 6254			36.76	Hwy 210/169E & CR 12 092314	02- 00063388- 00	Utilities
	03- 303- 000- 0000- 6254			60.13	Hwy 47 & CR 12 092314	02- 00064092- 00	Utilities
3950	Public Utilities			179.19			4 Transactions
9285	Rocon Paving						
	03- 303- 000- 0000- 6517			1,191.07	Patching 092414	92414	Asphalt,Crackfiller,Tack Oil,Etc
9285	Rocon Paving			1,191.07			1 Transactions
8208	Royal Tire, Inc						
	03- 303- 000- 0000- 6590			1,205.46	TIRES 100114	317- 15030	Repair & Maintenance Supplies
8208	Royal Tire, Inc			1,205.46			1 Transactions
4711	Sunnys Citgo						
	03- 303- 000- 0000- 6513			42.58	Gasoline 080514	30653	Motor Fuel & Lubricants
	03- 303- 000- 0000- 6513			49.95	Gasoline 081814	30654	Motor Fuel & Lubricants
	03- 303- 000- 0000- 6513			66.25	Gasoline 080114	30655	Motor Fuel & Lubricants
4711	Sunnys Citgo			158.78			3 Transactions
90805	Temco						
	03- 303- 000- 0000- 6521			148.30	Angle, Rebar 091914	17784	Maintenance Supplies
90805	Temco			148.30			1 Transactions
12788	Timmer Implement of Aitkin						
	03- 303- 000- 0000- 6590			61.50	Damper 093014	IA02591	Repair & Maintenance Supplies
12788	Timmer Implement of Aitkin			61.50			1 Transactions
12125	Titan Machinery						
	03- 303- 000- 0000- 6590			132.69	Lever 091114	4598728GP	Repair & Maintenance Supplies
12125	Titan Machinery			132.69			1 Transactions
8671	Village Laundromat & Car Wash, Inc						
	03- 303- 000- 0000- 6523			18.00	RAGS 091114	841473	Misc Bldg & Shop Supplies
8671	Village Laundromat & Car Wash, Inc			18.00			1 Transactions
8279	Winzer Corporation						
	03- 303- 000- 0000- 6523			215.08	Shop Supplies 091814	5170129	Misc Bldg & Shop Supplies

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	<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>
	8279 Winzer Corporation				
		215.08		1 Transactions	
	5295 Ziegler Inc				
	03- 303- 000- 0000- 6590	100.23	repair parts 091914	PC190039891	Repair & Maintenance Supplies
	03- 303- 000- 0000- 6590	34.22	Body A 092314	PC190039938	Repair & Maintenance Supplies
	03- 303- 000- 0000- 6590	257.01	Cord, Hose 092314	PC190039963	Repair & Maintenance Supplies
	03- 303- 000- 0000- 6590	37.89	Sensor Temp, Seal 092314	PC190039964	Repair & Maintenance Supplies
	5295 Ziegler Inc	429.35		4 Transactions	
303	DEPT Total:	40,569.87	R&B Highway Maintenance	27 Vendors	78 Transactions
307	DEPT		R&B Capital Infrastructure		
	13233 Miller/Dorothy Lucille				
	03- 307- 000- 0000- 6362	600.00	Land R- W 100214	Parcel No 45	Right Of Way
	13233 Miller/Dorothy Lucille	600.00		1 Transactions	
	13229 Spikes or Better, LLC				
	03- 307- 000- 0000- 6362	1,800.00	Land R- W 092614	Parcel No. 41	Right Of Way
	13229 Spikes or Better, LLC	1,800.00		1 Transactions	
	9068 Wallace/William & Patricia				
	03- 307- 000- 0000- 6362	600.00	Land R- W 093014	Parcel No 39	Right Of Way
	9068 Wallace/William & Patricia	600.00		1 Transactions	
307	DEPT Total:	3,000.00	R&B Capital Infrastructure	3 Vendors	3 Transactions
3	Fund Total:	48,016.39	Road & Bridge		89 Transactions

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5 Health & Human Services

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
400	DEPT		Public Health Department		
1457	CPS Technology Solutions, Inc 05- 400- 440- 0410- 6231		October maintenance	366722	Services/Labor/Contracts
1457	CPS Technology Solutions, Inc		1 Transactions		
400	DEPT Total:		Public Health Department	1 Vendors	1 Transactions
420	DEPT		Income Maintenance		
1457	CPS Technology Solutions, Inc 05- 420- 600- 4800- 6231		October maintenance	366722	Services/Labor/Contracts
	05- 420- 640- 4800- 6231		October maintenance	366722	Services/Labor/Contracts
1457	CPS Technology Solutions, Inc		2 Transactions		
420	DEPT Total:		Income Maintenance	1 Vendors	2 Transactions
430	DEPT		Social Services		
1457	CPS Technology Solutions, Inc 05- 430- 700- 4800- 6231		October maintenance	366722	Services/Labor/Contracts
1457	CPS Technology Solutions, Inc		1 Transactions		
430	DEPT Total:		Social Services	1 Vendors	1 Transactions
5	Fund Total:		Health & Human Services		4 Transactions

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
900	DEPT		Timber Permit Bonds		
5938	Rieger Logging				
	10-900-000-0000-2300		timber bond refund R#1943	13473	Timber Permit Bonds
		567.76			
5938	Rieger Logging		1 Transactions		
		567.76			
5791	Sappi				
	10-900-000-0000-2300		Timber bond refund R#1814	13394	Timber Permit Bonds
	10-900-000-0000-2300		Timber bond refund R#1901	13559	Timber Permit Bonds
		2,533.20			
		4,932.00			
5791	Sappi		2 Transactions		
		7,465.20			
900	DEPT Total:	8,032.96	Timber Permit Bonds	2 Vendors	3 Transactions
923	DEPT		Forfeited Tax Sales		
11960	ASAP Towing				
	10-923-000-0000-6231		tow Rhodes vehicles to hwy dep	1076	Services, Labor, Contracts
		340.00			
11960	ASAP Towing		1 Transactions		
		340.00			
10452	AT&T Mobility				
	10-923-000-0000-6254		cell phone chargers	287257204209	Utilities
		70.52	08/18/2014	09/17/2014	
10452	AT&T Mobility		1 Transactions		
		70.52			
5892	McGregor Printing & Graphics, Inc				
	10-923-000-0000-6405		2500 envelopes	16592	Office Supplies
		175.00			
5892	McGregor Printing & Graphics, Inc		1 Transactions		
		175.00			
5791	Sappi				
	10-923-000-0000-6820		overpaid refund	13394	Refunds & Reimbursements
		0.31			
5791	Sappi		1 Transactions		
		0.31			
86235	The Office Shop Inc				
	10-923-000-0000-6405		2 chairs for office	968399-0	Office Supplies
		587.00			
86235	The Office Shop Inc		1 Transactions		
		587.00			
923	DEPT Total:	1,172.83	Forfeited Tax Sales	5 Vendors	5 Transactions
926	DEPT		Law Library		
5173	West Payment Center				



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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
	10-926-000-0000-6408		Library Plan Charges	830316620	Law Books
	5173 West Payment Center		08/05/2014 09/04/2014		
				1 Transactions	
926	DEPT Total:		Law Library	1 Vendors	1 Transactions
10	Fund Total:		Trust		9 Transactions

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11 Forest Development

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
924	DEPT			Forest Resource		
10452	AT&T Mobility 11-924-000-0000-6250		132.23	cell phone chargers 08/18/2014	287257204209	Telephone
10452	AT&T Mobility		132.23		09/17/2014 1 Transactions	
3810	Paulbeck's County Market 11-924-000-0000-6590		8.00	car wash- Dan	9277364	Repair & Maintenance Supplies
3810	Paulbeck's County Market		8.00		1 Transactions	
4010	Rasley Oil Company 11-924-000-0000-6511		2,435.74	September Gas	AITCOL&PS	Gas And Oil
4010	Rasley Oil Company		2,435.74		1 Transactions	
5774	Riverwood Healthcare Clinic 11-924-000-0000-6272		82.50	employment physical- Goble	8/19/14	Physical Examinations
5774	Riverwood Healthcare Clinic		82.50		1 Transactions	
13234	Western EcoSystems Technology, Inc. 11-924-000-0000-6231		137.55	Acoustic Bat Survey costs	43058	Services, Labor, Contracts
	11-924-000-0000-6231		1,605.00	Acoustic Bat Survey fees	43058	Services, Labor, Contracts
	11-924-000-0000-6231		2,125.00	Mist net Bat Survey Fees	43059	Services, Labor, Contracts
	11-924-000-0000-6231		193.20	Mist net Bat Survey Costs	43059	Services, Labor, Contracts
13234	Western EcoSystems Technology, Inc.		4,060.75		4 Transactions	
924	DEPT Total:		6,719.22	Forest Resource	5 Vendors	8 Transactions
925	DEPT			Reforestation		
195	Aitkin Tire Shop 11-925-000-0000-6590		153.00	bobcat tire	53783	Repair & Maintenance Supplies
	11-925-000-0000-6590		306.00	trailer tires	53815	Repair & Maintenance Supplies
195	Aitkin Tire Shop		459.00		2 Transactions	
86467	Auto Value Aitkin 11-925-000-0000-6590		10.99	battery cables	40052962	Repair & Maintenance Supplies
	11-925-000-0000-6590		3.99	glass cleaner	40053711	Repair & Maintenance Supplies
86467	Auto Value Aitkin		14.98		2 Transactions	
91022	Courtemanche/Richard					

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
91022	Courtemanche/Richard		mileage- SAF mtg @ Potlatch	204@.46	Transportation & Travel
		93.84			
		93.84	1 Transactions		
4430	D. Simonson Enterprises, Inc				
	11- 925- 000- 0000- 6361	2,800.00	Class 5 gravel & spread	9/24/14	Road Construction Service
4430	D. Simonson Enterprises, Inc	2,800.00	1 Transactions		
2175	Hilltop Sports				
	11- 925- 000- 0000- 6590	545.57	starter,benders,recoil repair	9/22/14	Repair & Maintenance Supplies
2175	Hilltop Sports	545.57	1 Transactions		
11397	Holmvg Excavating, LLC				
	11- 925- 000- 0000- 6231	4,184.20	culverts,tilings,dirt,class 5	3902	Services, Labor, Contracts
11397	Holmvg Excavating, LLC	4,184.20	1 Transactions		
11944	Kett/Andrew				
	11- 925- 000- 0000- 6231	30.00	trap one beaver	17- 45- 24	Services, Labor, Contracts
11944	Kett/Andrew	30.00	1 Transactions		
12927	Midwest Machinery Co.				
	11- 925- 000- 0000- 6590	13.65	rope pulley,handle,plug,housin	924473	Repair & Maintenance Supplies
	11- 925- 000- 0000- 6590	272.98	fan housing,fan,blade	928260	Repair & Maintenance Supplies
12927	Midwest Machinery Co.	286.63	2 Transactions		
8436	Northland Parts				
	11- 925- 000- 0000- 6590	12.49	fuel filter	288711	Repair & Maintenance Supplies
8436	Northland Parts	12.49	1 Transactions		
925	DEPT Total:	8,426.71	Reforestation	9 Vendors	12 Transactions
934	DEPT		Memorial Forest		
10930	Tidholm Productions				
	11- 934- 000- 0000- 6406	511.40	bud caps	7327- 4234	Supplies
10930	Tidholm Productions	511.40	1 Transactions		
934	DEPT Total:	511.40	Memorial Forest	1 Vendors	1 Transactions
935	DEPT		Forest Road		

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 11 Forest Development

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
86467	Auto Value Aitkin				
	11-935-000-0000-6590		3.86 hydraulic construction	40053254	Repair & Maintenance Supplies
	11-935-000-0000-6590		97.25 303 pail, shop towels	40053261	Repair & Maintenance Supplies
86467	Auto Value Aitkin		101.11		2 Transactions
3760	Palisade Cooperative Oil Assoc				
	11-935-000-0000-6511		473.75 2nd 1/2 Sept Gas	ACPARKS	Gas And Oil
3760	Palisade Cooperative Oil Assoc		473.75		1 Transactions
4010	Rasley Oil Company				
	11-935-000-0000-6511		132.01 September Gas	AITCOL&PS	Gas And Oil
4010	Rasley Oil Company		132.01		1 Transactions
935	DEPT Total:		706.87 Forest Road	3 Vendors	4 Transactions
11	Fund Total:		16,364.20 Forest Development		25 Transactions

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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19 Long Lake Conservation C

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
521	DEPT			LLCC Administration		
12710	Adventure Publications 19- 521- 000- 0000- 6400		243.92	(56) commissary journals	388526	Commissary Items
12710	Adventure Publications		243.92	1 Transactions		
13225	Graphics4Gear, LLC 19- 521- 000- 0000- 6400		657.50	earrings for commissary	09/24/14	Commissary Items
13225	Graphics4Gear, LLC		657.50	1 Transactions		
12560	Rian/Scott 19- 521- 000- 0000- 6400		217.67	commissary candy	Sam'Club	Commissary Items
	19- 521- 000- 0000- 6405		36.47	Paper	Sam'Club	Office & Computer Supplies
12560	Rian/Scott		254.14	2 Transactions		
4425	Shirts Plus 19- 521- 000- 0000- 6400		465.00	20 Bog Hoodies	61177	Commissary Items
	19- 521- 000- 0000- 6400		207.55	29 Bog T- Shirts	61178	Commissary Items
	19- 521- 000- 0000- 6400		343.20	30 tie die T's	61179	Commissary Items
	19- 521- 000- 0000- 6400		183.60	8 Bog hoodies	61197	Commissary Items
	19- 521- 000- 0000- 6400		667.65	20 T's, 18 Hoodies, 9 LS T's	61198	Commissary Items
	19- 521- 000- 0000- 6400		131.40	12 Mesh Caps	61199	Commissary Items
	19- 521- 000- 0000- 6400		155.40	12 Beanies	61200	Commissary Items
	19- 521- 000- 0000- 6400		526.20	15 Wolf vintage zip hoodies	61220	Commissary Items
	19- 521- 000- 0000- 6400		621.60	20 Porcupine Zip Hoodies	61221	Commissary Items
	19- 521- 000- 0000- 6400		354.64	31 tie died T's	61222	Commissary Items
	19- 521- 000- 0000- 6400		455.27	144 Mugs	61231	Commissary Items
4425	Shirts Plus		4,111.51	11 Transactions		
86235	The Office Shop Inc 19- 521- 000- 0000- 6405		23.99	Wall Planner	967281- 0	Office & Computer Supplies
	19- 521- 000- 0000- 6405		36.99	Ink cartriges for Fax	967420- 0	Office & Computer Supplies
86235	The Office Shop Inc		60.98	2 Transactions		
521	DEPT Total:		5,328.05	LLCC Administration	5 Vendors	17 Transactions
522	DEPT			LLCC Education		
12560	Rian/Scott 19- 522- 000- 0000- 6416		7.51	life- savers- ed. supply	Costco	Education Supplies

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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19 Long Lake Conservation C

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
12560	Rian/Scott				
		7.51		1 Transactions	
522	DEPT Total:	7.51	LLCC Education	1 Vendors	1 Transactions
523	DEPT		LLCC Food		
5998	Appert's Foodservice				
	19- 523- 000- 0000- 6418	962.02	groceries	409180559	Groceries- Students
	19- 523- 000- 0000- 6420	39.84	groceries	409180559	Food Service Supplies
5998	Appert's Foodservice	1,001.86		2 Transactions	
5662	McGregor Dairy,Inc				
	19- 523- 000- 0000- 6418	150.73	Groceries	22874	Groceries- Students
5662	McGregor Dairy,Inc	150.73		1 Transactions	
4968	Upper Lakes Foods, Inc				
	19- 523- 000- 0000- 6418	1,108.99	Groceries	388809- 00	Groceries- Students
	19- 523- 000- 0000- 6420	68.91	Supplies	388810- 00	Food Service Supplies
4968	Upper Lakes Foods, Inc	1,177.90		2 Transactions	
523	DEPT Total:	2,330.49	LLCC Food	3 Vendors	5 Transactions
524	DEPT		LLCC Maintenance		
1860	Grainger Inc				
	19- 524- 000- 0000- 6422	221.93	Floor box covers	9539565300	Janitorial Services/Supplies
1860	Grainger Inc	221.93		1 Transactions	
4641	Holiday Credit Office				
	19- 524- 000- 0000- 6511	38.07	gas for Dodge	1400012578652	Gas And Oil
4641	Holiday Credit Office	38.07		1 Transactions	
12560	Rian/Scott				
	19- 524- 000- 0000- 6422	187.81	Light Bulbs	Costco	Janitorial Services/Supplies
12560	Rian/Scott	187.81		1 Transactions	
524	DEPT Total:	447.81	LLCC Maintenance	3 Vendors	3 Transactions
19	Fund Total:	8,113.86	Long Lake Conservation Center		26 Transactions

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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21 Parks

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
520	DEPT			Parks		
10452	AT&T Mobility 21- 520- 000- 0000- 6250		44.08	cell phone chargers 08/18/2014 09/17/2014	287257204209	Telephone
10452	AT&T Mobility		44.08	1 Transactions		
9625	Blind Lake Atv Club 21- 520- 000- 0000- 6802		2,055.11	ATV Reimbursement	Rec2065	Trail Grants- State
9625	Blind Lake Atv Club		2,055.11	1 Transactions		
7525	Hometown Bldg Supply 21- 520- 000- 0000- 6406		20.06	installation for lights/bathro	57026	Field Supplies
7525	Hometown Bldg Supply		20.06	1 Transactions		
9354	Kangas Enterprises, Inc 21- 520- 000- 0000- 6231		120.00	pump Jacobson rest area	10166	Services, Labor, Contracts
	21- 520- 000- 0000- 6231		100.00	pump snake river campground	10167	Services, Labor, Contracts
9354	Kangas Enterprises, Inc		220.00	2 Transactions		
12182	Northwoods Quads 21- 520- 000- 0000- 6802		408.98	Hill City ATV Reimbursement	Rec2065	Trail Grants- State
	21- 520- 000- 0000- 6802		548.46	Rabey Line ATV Reimbursement	Rec2065	Trail Grants- State
12182	Northwoods Quads		957.44	2 Transactions		
3950	Public Utilities 21- 520- 000- 0000- 6254		122.33	Land Department		Utilities
	21- 520- 000- 0000- 6254		106.86	Mississippi Landing		Utilities
3950	Public Utilities		229.19	2 Transactions		
5774	Riverwood Healthcare Clinic 21- 520- 000- 0000- 6272		82.50	employment physical- Goble	8/19/14	Physical Examinations
5774	Riverwood Healthcare Clinic		82.50	1 Transactions		
12718	Up North Riders 21- 520- 000- 0000- 6802		1,361.19	Lawler ATV reimbursement	Rec#2065	Trail Grants- State
12718	Up North Riders		1,361.19	1 Transactions		
10339	White Pine Riders 21- 520- 000- 0000- 6802		2,541.47	Solana ATV reimbursement	Rec2065	Trail Grants- State

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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21 Parks

Vendor Name	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>
10339 White Pine Riders		2,541.47	1 Transactions	
5171 Willey's Marine Inc 21- 520- 000- 0000- 6590		52.99	choke cable adjuster	32804 Repair & Maintenance Supplies
5171 Willey's Marine Inc		52.99	1 Transactions	
520 DEPT Total:		7,564.03	Parks	10 Vendors 13 Transactions
21 Fund Total:		7,564.03	Parks	13 Transactions
Final Total:		294,886.34	217 Vendors	364 Transactions



# Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	204,905.13	General Fund
3	48,016.39	Road & Bridge
5	105.60	Health & Human Services
10	9,817.13	Trust
11	16,364.20	Forest Development
19	8,113.86	Long Lake Conservation Center
21	7,564.03	Parks
All Funds	294,886.34	Total

Approved by, .....

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# Aitkin County

## WARRANT REGISTER



September Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On- Behalf- of- Name</u>	<u>From Date</u>	<u>To Date</u>
1054	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431	1,580.81	CLAIMS PAID	01- 044- 904- 0000- 6360		
		<b>Warrant # 1054 Total</b>	<b>1,580.81</b>	<b>Date 9/4/14</b>		8/25/14	8/29/14
1055	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431	170.00	GARZA STOP PAYMENT	19- 522- 000- 0000- 5553		
		<b>Warrant # 1055 Total</b>	<b>170.00</b>	<b>Date 9/5/14</b>			
1056	780	Bremer Bank MORTGAGE- DEED TAX AITKIN, MN 56431	0.01	AUG MORTG.REG.ADJUST	01- 040- 000- 0000- 5081		
			0.01	AUG DEED TAX ADJUSTMENT	01- 042- 000- 0000- 5079		
			23,028.00	AUGUST DEED TAX	09- 000- 000- 0000- 2025		
			23,045.19	AUGUST MTG REG.	09- 000- 000- 0000- 2026		
		<b>Warrant # 1056 Total</b>	<b>46,073.21</b>	<b>Date 9/8/14</b>			
1057	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431	954.25	CLAIMS PAID	01- 044- 904- 0000- 6360		
		<b>Warrant # 1057 Total</b>	<b>954.25</b>	<b>Date 9/10/14</b>		9/2/14	9/5/14
1058	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431	224.61	CREDIT CARD FEE	19- 522- 000- 0000- 6217	AUGUST	
		<b>Warrant # 1058 Total</b>	<b>224.61</b>	<b>Date 9/10/14</b>			
1059	5462	Bremer Bank (Elan ACH)  ELAN ACH AITKIN, MN 56431	190.24	Hotel/AMC Mtg- Napstad	01- 001- 000- 0000- 6332		
			9.57	AMC meals- Marcotte	01- 001- 000- 0000- 6340	9/2/14	9/4/14
						9/3/14	9/4/14

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# Aitkin County

## WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On-Behalf- of- Name</u>	<u>From Date</u>	<u>To Date</u>
			340.00	MAAO registration- Ladd	01- 043- 000- 0000- 6208		
			340.00	MAAO registration- Moore	01- 043- 000- 0000- 6208		
			200.00	IAAO Course 102- Tibbitts	01- 043- 000- 0000- 6208		
						9/19/14	9/19/14
			25.00	monthly data plan	01- 049- 000- 0000- 6231		
			12.00	Parking- AMC meeting	01- 052- 000- 0000- 6330		
						9/3/14	9/4/14
			95.12	Hotel/AMC Mtg- Nate	01- 052- 000- 0000- 6332		
						9/3/14	9/4/14
			18.84	AMC meals- Nate	01- 052- 000- 0000- 6340		
						9/3/14	9/4/14
			155.97	CJI Hotel/Lisa Rakotz	01- 090- 000- 0000- 6332		
						8/25/14	8/26/14
			155.97	CJI Hotel/S.Shook	01- 090- 000- 0000- 6332		
						8/25/14	8/26/14
			39.99	Gas #220	01- 200- 000- 0000- 6511		
			150.00	AMEM Conf. Reg.- #220	01- 200- 003- 0000- 6241		
			56.00	Fall Sup Conf- Meals	05- 400- 440- 0410- 6333		
						9/7/14	9/10/14
			8.40	Fall Sup Conf- Meals	05- 400- 440- 0410- 6333		
						9/7/14	9/10/14
			26.05	Hotel- MEC2 training	05- 400- 440- 0410- 6333		
						9/26/14	9/27/14
			3.00	LPHA Parking	05- 400- 440- 0410- 6333		
			3.00	New Leader Mtg parking	05- 400- 440- 0410- 6333		
			125.00	CTG- Food Assessment Summit	05- 400- 450- 0451- 6208		
			21.84	Fall Sup Conf- Meals	05- 420- 600- 4800- 6333		
						9/7/14	9/10/14
			67.74	Hotel- MEC2 training	05- 420- 600- 4800- 6333		
						9/26/14	9/27/14
			56.00	Fall Sup Conf- Meals	05- 430- 700- 4800- 6330		
						9/7/14	9/10/14
			25.76	Fall Sup Conf- Meals	05- 430- 700- 4800- 6333		
						9/7/14	9/10/14
			79.89	Hotel- MEC2 training	05- 430- 700- 4800- 6333		
						9/26/14	9/27/14
			5.80	POSTAGE ON PACKAGE	19- 521- 000- 0000- 6205		
			30.00	critter food	19- 522- 000- 0000- 6416		

# Aitkin County

## WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On- Behalf- of- Name</u>	<u>From Date</u>	<u>To Date</u>
			25.59	MAINTENANCE SUPPLIES	19- 524- 000- 0000- 6422		
			834.49	Gas- transport climbing wall	19- 524- 000- 0000- 6511		
			47.88	veterans recordsbase	01- 120- 000- 0000- 6405	1yr membership	
			40.20	Gas- Wild Rice Depot	01- 391- 000- 0000- 6511	8/27/14	
			31.90	Duplex fiber patch cable	01- 049- 000- 0000- 6402	Amazon	
			112.95	- Return memory	01- 049- 000- 0000- 6402	Amazon	
			119.96	glucose test strips	01- 252- 000- 0000- 6262	Amazon	
			34.99	generator wheel kit	11- 925- 000- 0000- 6406	Amazon	
			30.22	extension cord	11- 925- 000- 0000- 6406	Amazon	
			190.24	Hotel/AMC- Marcotte	01- 001- 000- 0000- 6332	Arrowwood	
						9/3/14	9/4/14
			526.10	Hotel/Pace course- Burman	01- 043- 000- 0000- 6332	Bemidji	
						8/24/14	8/29/14
			131.57	IBM 8GB MEMORY	01- 049- 000- 0000- 6402	NEWEGG	
			45.00	MEHA Conf. Reg- Leitinger	01- 390- 000- 0000- 6208	Prairie Woods	
						10/2/14	10/2/14
			311.85	SELF- laptop for client	05- 430- 710- 3460- 6065	Walmart	
			49.00	ZOOM LICENSE UPGRADE	01- 049- 000- 0000- 6402	WRENISOFT	
			4,547.22	Date 9/12/14			
	<b>Warrant #</b>	<b>1059</b>	<b>Total</b>				
1060	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
			25.00	SPECIAL FUEL LICENSE	03- 303- 000- 0000- 6513		
			25.00	Date 9/16/14			
	<b>Warrant #</b>	<b>1060</b>	<b>Total</b>				
1061	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
			103.84	CLAIMS PAID	01- 044- 904- 0000- 6360		
			103.84	Date 9/17/14		9/8/14	9/12/14
	<b>Warrant #</b>	<b>1061</b>	<b>Total</b>				
1062	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
			363.21	CLAIMS PAID	01- 044- 904- 0000- 6360		
			363.21	Date 9/24/14		9/15/14	9/19/14
	<b>Warrant #</b>	<b>1062</b>	<b>Total</b>				
1063	5462	Bremer Bank (Elan ACH)					

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# Aitkin County

## WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On- Behalf- of- Name</u>	<u>From Date</u>	<u>To Date</u>
		ELAN ACH AITKIN, MN 56431					
			1,079.88	12 external hard drives	01-049-000-0000-6402		
			104.00	Hotel/MACVSO conference	01-120-000-0000-6208		
			92.03	Hotel/Partners in Parenting	05-400-430-0408-6330		
			12.00	parking/Uof M Cohort trng	05-400-440-0410-6330		
			13.87	2015 calendar- J West	05-400-440-0410-6405		
			37.81	Meals/MH Convergence	05-430-700-4800-6330		
						9/17/14	9/18/14
			32.30	Meals/MH Conference	05-430-700-4800-6330		
						9/17/14	9/18/14
			8.16	Meals/U of M training	05-430-700-4800-6330		
			442.00	Access Trans/Guardianship hrg	05-430-730-3160-6020		
			440.00	exhibit space/School Brd Assoc	19-521-000-0000-6230		
			643.34	climbing wall harnesses	19-522-000-0000-6416		
			30.00	Critter Food	19-522-000-0000-6416		
			55.00	AMEM conference meals	01-280-003-0000-6340	09/14-09/17	
			426.09	Hotel/Thaemart	01-049-000-0000-6332	9/11/14	
			89.86	Book- FYI- for your improvement	01-052-000-0000-6405	Amazon	
			14.76	Splitter cable, USB converter	01-252-000-0000-6405	Amazon	
			42.97	Power Adaptor Cord	01-254-000-0000-6405	Amazon	
			182.00	copier toner	19-521-000-0000-6405	Amazon	
			90.00	Fall Seminar Registration	01-043-000-0000-6208	C Olson	
			265.84	motion detector lights	21-520-000-0000-6406	Home Depot	
			32.04	Power Strips	01-049-000-0000-6405	Hyytinen's	
			78.00	26 pair of shoes (STS)	01-253-000-0000-6410	Mike's Outlet	
			29.25	Postage rate change	05-400-440-0410-6231	NeoPost	
			76.05	Postage rate change	05-420-600-4800-6231	NeoPost	
			89.70	Postage rate change	05-430-700-4800-6231	NeoPost	
			2,674.34	Tower/Rack for Zuercher system	01-254-000-0000-6625	NewEgg	
			85.44	Business Cards	01-043-000-0000-6405	Staples	
			245.00	USPAP course Registration	01-043-000-0000-6208	Tibbetts	
			49.00	Stamps	19-521-000-0000-6205	USPS	
			35.37	jail supplies	01-252-000-0000-6405	Walmart	
			113.12	Groceries	01-252-000-0000-6418	Walmart	
			17.66	commissary supplies	01-252-252-0000-6405	Walmart	
			76.78	Coffee	01-253-000-0000-6405	Walmart	

# Aitkin County

## WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
	<u>Warrant #</u>		<u>OBO#</u>	<u>On- Behalf- of- Name</u>		<u>From Date</u>	<u>To Date</u>
	1063		7,703.66	Date 9/25/14			
35461	11641	Leathers/Bill 38974 320TH ST AITKIN, MN 56431					
	Warrant # 35461		2.50	void- o/s > 3 yrs- \$ to State	10-923-000-0000-6820		
			2.50	Date 9/26/14			
44602	9026	MII Life/Select Account P.O. BOX 64193  SAINT PAUL, MN 55164-0193					
	Warrant # 44602		362.92	SEPTEMBER FEES	01-044-904-0000-6231	1038664	
			362.92	Date 9/10/14			
44603	4867	Tri- City Paving Inc BOX 326 LITTLE FALLS, MN 56345					
	Warrant # 44603		6,922.09	CONTRACT PAYMENT	03-307-000-0000-6262	0161214	
			6,922.09	Date 9/10/14			
44604	6160	MII - Veba ATTN: VEBA ADMINISTRATION PO BOX 64193 ST. PAUL, MN 55164-0193					
	Warrant # 44604		500.00	Q3,4 VEBA- DOWELL	19-522-000-0000-6149		
			500.00	Date 9/12/14			
44605	8499	R.C. Habeck Excavating, LLC 3714 HWY 27  Wahkon, MN 56386					
	Warrant # 44605		277,457.18	CONTRACT PAYMENT	03-307-000-0000-6262	20141	
			277,457.18	Date 9/17/14			
44606	170	Aitkin Motor Company 108 2ND ST NE AITKIN, MN 56431					
	Warrant # 44606		21,375.28	2014 FORD ESCAPE	01-045-000-0000-6621	28495	
			21,375.28	Date 9/19/14			
44607	6160	MII - Veba ATTN: VEBA ADMINISTRATION PO BOX 64193 ST. PAUL, MN 55164-0193					

# Aitkin County

## WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On-Behalf- of- Name</u>	<u>From Date</u>	<u>To Date</u>
		Warrant # 44607	Total	500.00	Marshik Q 3&4- VEBA	03-301-000-0000-6149	
				500.00	Date 9/23/14		
44608	248	Association Of Mn Counties PO BOX 64689 ST PAUL, MN 55164					
		Warrant # 44608	Total	100.00	Policy committee mtg- Welle	03-303-000-0000-6296	39901
				100.00	Date 9/26/14		
44609	935	Mn Department Of Commerce UNCLAIMED PROPERTY PROGRAM 85 7TH PLACE EAST SUITE 500 ST PAUL, MN 55101-2198					
		Warrant # 44609	Total	243.93	O/S cks > 3 yrs. voided in IFS	01-044-000-0000-6231	
				243.93	Date 9/26/14		
60267	88458	Association Of Mn Counties LEGISLATIVE PROCESS 101 REGISTRATION 125 CHARLES AVE ST PAUL, MN 55103-2108					
		Warrant # 60267	Total	100.00	redeposit - Wrong Vendor	03-303-000-0000-6296	
				100.00	Date 9/26/14		
82532	1070	Aitkin True Value INCETOOLS, INC 160 SOUTHGATE DR AITKIN, MN 56431					
		Warrant # 82532	Total	5.39	void- o/s > 3 yrs- \$ to State	05-400-440-0410-6405	
				13.67	void- o/s > 3 yrs- \$ to State	05-420-600-4800-6405	
				22.37	void- o/s > 3 yrs- \$ to State	05-430-700-4800-6405	
				41.43	Date 9/26/14		
83436	1702	40 Club Convention Ctr 960 2ND ST NW AITKIN, MN 56431					
		Warrant # 83436	Total	200.00	void- o/s > 3 yrs- \$ to State	05-400-450-0451-6231	
				200.00	Date 9/26/14		

DKB1  
10/06/2014

1:41PM

# Aitkin County

WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On- Behalf- of- Name</u>	<u>From Date</u>	<u>To Date</u>
		Final Total...	368,863.28	99	Transactions		



# Aitkin County



Warr # Vendor #

RECAP BY FUND

<u>FUND</u>	<u>AMOUNT</u>	<u>NAME</u>
1	33,046.17	General Fund
3	284,904.27	Road & Bridge
5	1,376.27	Health & Human Services
9	46,073.19	State
10	2.50 -	Trust
11	65.21	Forest Development
19	3,134.83	Long Lake Conservation Center
21	265.84	Parks
	368,863.28	TOTAL



# Board of County Commissioners Agenda Request

**25**  
Agenda Item #

**Requested Meeting Date:** October 14, 2014

**Title of Item:** Letter of Support for Aitkin County HRA

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Nathan Burkett		<b>Department:</b> Administration
<b>Presenter (Name and Title):</b> n/a		<b>Estimated Time Needed:</b> n/a
<b>Summary of Issue:</b> <p>The Aitkin County HRA is requesting a letter of support for funding through the MHFA (see attached).</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Approve letter of support (attached) to the Minnesota Housing Finance Agency.		
<b>Financial Impact:</b> <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

**HOUSING & REDEVELOPMENT AUTHORITY  
OF  
AITKIN COUNTY**

NANCY J. JOHNSON-HOUG  
Executive Director  
nancy@aitkinhra.org

215 – 3rd St. SE  
Aitkin, MN 56431  
Phone: (218) 927-2151  
Fax: (218) 927-4159

**MEMORANDUM**

Date: October 3, 2014

To: Nathan Burkett, Aitkin County Administrator  
Aitkin County Board of Commissioners

From: Nancy J. Johnson Houg, Executive Director  
Housing & Redevelopment Authority of Aitkin County

Re: Letter of Support for Aitkin County HRA

The Aitkin County HRA is applying for funding available through the MHFA (Minnesota Housing Finance Agency) Publicly Owned Housing Program.

The intent of this application is to access funding for roof replacement and fire system replacement at Maryhill Manor located in Aitkin and replacement of the fire systems at Pioneer Villa in McGregor and Hill Lake Manor in Hill City.

The Aitkin County HRA is asking for a letter in support of these projects.

# 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

October 14, 2014

Emily Strong  
Minnesota Housing Finance Agency  
400 Sibley Street, Suite 300  
Saint Paul, MN 55101-1998

RE: Support of Aitkin County HRA application for funding

Dear Ms. Strong,

The Aitkin County Board of Commissioners has voted to support the Aitkin County HRA's application for funding from the MHFA Publicly Owned Housing Program.

With funding from MHFA the Aitkin County HRA will be able to replace a roof and a fire protection system at Maryhill Manor in Aitkin, and replace fire protection systems in Pioneer Villa in McGregor and Hill Lake Manor in Hill City. The roof replacement is a good investment to reduce the possibility of future damage and increased replacement costs, and the fire protection systems help the HRA to maintain code compliance and keep residents safe.

The Aitkin County HRA provides a very valuable public service, providing housing for vulnerable people and for people who would not otherwise be able to afford a place to live.

For these reasons, the Aitkin County Board of Commissioners strongly supports the Aitkin County HRA's proposal and urges the MHFA to grant the requested funds.

Sincerely,



Nathan Burkett, MPA  
Aitkin County Administrator

cc: Nancy J. Johnson Houg, Aitkin County HRA Executive Director



# Board of County Commissioners Agenda Request

2K

Agenda Item #

**Requested Meeting Date:** 10/14/14

**Title of Item:** Repurchase application - 1st Add Aitkin, Blk 119 Lots 8 & 9 (Rhodes)

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <small>*provide copy of hearing notice that was published</small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b>		<b>Department:</b> Land
<b>Presenter (Name and Title):</b> Mark Jacobs - Land Commissioner		<b>Estimated Time Needed:</b> n/a
<b>Summary of Issue:</b> <p>MS 282.241 allows application to the County Board for the repurchase of Tax-Forfeited lands by an eligible party within one-year of forfeiture. The Board may allow the repurchase if deemed that an injustice or hardship will be corrected or it will best serve the public interest.</p> <p>The request has been made to allow the repurchase in 60-120 days or until funds are available to the applicant and to enter into a rental agreement until that time.</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b> <p>The City of Aitkin issued a "clean-up" order on this property on 8/25/14 (and several previous orders). The applicant has a number of property forfeitures in the past few years.</p>		
<b>Recommended Action/Motion:</b> <p>Past practice has required 100% of the repurchase fee at the time of application. I think that deviating from this practice could create unintended consequences for future applications.</p>		
<b>Financial Impact:</b> <p>Is there a cost associated with this request?      <input type="checkbox"/> Yes      <input checked="" type="checkbox"/> No</p> <p>What is the total cost, with tax and shipping? \$</p> <p>Is this budgeted?      <input type="checkbox"/> Yes      <input type="checkbox"/> No      <i>Please Explain:</i></p> <p>n/a</p>		

Legally binding agreements must have County Attorney approval prior to submission.

To the Honorable Board of County Commissioners of  
Aitkin County, Minnesota

I, the undersigned owner-mortgagee-heir-representative of heirs BRADLEY C Rhodes, at  
the time of forfeiture of the parcel of land situated in the County of Aitkin, State of Minnesota, described as follows,

to-wit: Sec 25 Twp 47 Rge 27 Plat 2  
FIRST ADD AITKIN  
LOTS 8 & 9 BIK 119

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

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

(a) That hardship and injustice has resulted because of forfeiture of said land, for the following reasons,

to-wit: A divorce and IRS determination of \$10,000  
in delinquent income tax took all my funds  
during the period in question. The IRS has been  
paid in full and I am again able to meet my  
property tax obligations

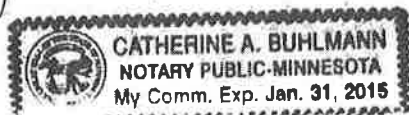
(b) That the repurchase of said land by me will promote and best serve the public interest, because:

IT will keep the property on the tax rolls without  
incurring further expense to the County attendant  
to such a transfer

Bradley C Rhodes  
Owner-Mortgagee-Heir-Representative of Heirs

State of Minnesota  
County of Aitkin

The foregoing instrument was acknowledged before me this 29<sup>th</sup> day of Sept, 2014 by  
Bradley C Rhodes



Catherine Buhlmann  
Signature of person taking acknowledgement

BRADLEY C RHODES  
218 MN Ave So  
Atkin Min. 56431

Atkin County

To whom it may concern:

September 29, 2014

Dear Sir or Madam,

I am delinquent in taxes for property located at the above address in the approximate amount of \$10,000.00

In my attempts to raise this amount I have determined that I have ample funds in my PERA Retirement account to make this payment.

Unfortunately PERA tells me it will take between 60 and 120 days to access these funds.

I am asking for a 120 day extension to bring the arrears up to date including appropriate interest.

Further, I am asking to remain on the premises subject to a rental agreement.

I would suggest a rental fee of \$500.00 per month.

I have talked to Arden County Auditor, Kirk Poyser who can give me the exact figure owed the County on any given day.

I would of course pay these amounts immediately as my funds become available, but am asking for four months as that is the timeline represented to me by PERA as the outside parameter.

Thank you for your prompt attention to this matter

Sincerely  
Bradley K. Kuder





# City of Aitkin

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

August 25, 2014

Aitkin County  
209 -2<sup>nd</sup> Street NW  
Aitkin, MN 56431

RE: Property - Bradley Rhodes - 218 Minnesota Avenue South, Aitkin, MN 56431  
Ardelle Rhodes - 301-4<sup>th</sup> Street SE, Aitkin, MN 56431

Dear Property Owner / Resident:

Recently, representatives of the City inspected properties in the City for violations of the Nuisance, Junk Vehicle and solid Waste Ordinances. Your property was found to be in violation of one or more of the Ordinances because of the storage on your property of accumulations of refuse or other debris, solid waste, or motor vehicles which are no longer in use.

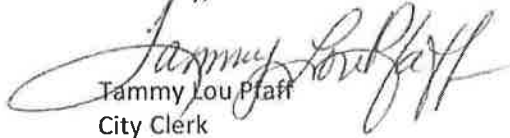
It is the decision of the City Council to take whatever action is necessary to enforce the Ordinances and eliminate the materials or motor vehicles that are stored on these properties and are in violation of the Ordinances. The purpose of this letter is to request that you take immediate action to remove the accumulations of refuse or other debris or motor vehicles from your property within two weeks of the date of this letter. We hope that you will comply with this request so that additional action will not be necessary.

The items found to be in violation are described as:

**miscellaneous debris throughout property**

Please cooperate with us by cleaning up your property and thus making our community clean, healthy and attractive to neighbors and to the community as a whole. Thank you for your anticipated cooperation.

Sincerely,



Tammy Lou Pfaff  
City Clerk

cc Aitkin City Council  
Police Chief Tim Catlin  
Bradley Rhodes  
Ardelle Rhodes

424213

FILED AUG 11 '14 9:14 AM

Diane M. Lafferty, County Recorder

CERTIFICATE OF FORFEITURE

State of Minnesota

AITKIN COUNTY

I, KIRK PEYSAR, AITKIN COUNTY AUDITOR do hereby certify that a tax judgment was entered against the parcels of real property described below in the District Court in County of AITKIN on January 1, 2009 to enforce payment of delinquent real property taxes payable in the year 2008.

I do further certify that the said parcels of real property were bid in for the state at a tax judgment sale held in the county auditors office on May 12, 2009. The said parcels of real property could have been redeemed by paying the delinquent tax amount by August 1, 2014.

I do further certify that the time for redemption of said parcels of real property has expired, after notice was given as provided by law, without payment of the delinquent tax amount due, and that the title to the parcel has been forfeited to the State of Minnesota in trust for the local taxing districts.

Names/Addresses	Description of Property
BARTON, DANIEL M & ROBERT F 1822 JRD ST NE MINNEAPOLIS MN 55418	02-1-066401 BALL BLUFF TWP SECT: 9 TWP: 52 RGE:23 ACRES: .00 BRIDGES PARK PLAT: 1 LOT: BLOCK: THAT PART OF LOT 16 W OF HWY 1, LESS HWY
REMINGTON, BARBARA M 342 NICHOLS RD THOMPSON PA 18465	11-0-061423 HAZELTON TWP SECT: 29 TWP: 45 RGE:27 ACRES: .70 .70 AC OF NW SW IN S 112 D P 175
REMINGTON, BARBARA M 242 NICHOLS RD THOMPSON PA 18465	11-0-061800 HAZELTON TWP SECT: 29 TWP: 45 RGE:27 ACRES: 13.03 (NW SE) LOT 7 LESS 9.6 AC & LESS 8.4 AC PLAT
BRUNSON, DONNA G 1101 6TH ST S BRainerd MN 55401	11-1-163700 HAZELTON TWP SECT: 32 TWP: 45 RGE:27 ACRES: .00 CANTERBURY TOWN PLAT: 34 LOT: BLOCK: LOT 3 BLK 10
HILLER, EDWARD & JANICE C/O JANICE HILLER 501 2ND ST APT 111 HICOLLET MN 56074	13-0-021802 TOWN TOWNSHIP SECT: 13 TWP: 43 RGE:24 ACRES: 1.45 PART OF SE OF NW N OF RR TRACKS
HEWESBY, MICHAEL L TERRY 14587 325TH AVE ISLE MN 56342	16-0-041191 LAKESIDE TWP SECT: 32 TWP: 44 RGE:25 ACRES: 1.99 PT SE NW (TRACT 1) AS IN DOC 316830
RHODES, ARDELE M KIMBALL, ARDELE 218 MIHW AVE S AITKIN MN 56431	24-0-014400 NORDLAND TWP SECT: 9 TWP: 46 RGE:26 ACRES: .57 S 75 FT OF W 466.5 FT OF N 1/2 OF THE S 1/2 OF SW NW IN S 101 D P 533
RHODES, ARDELE M KIMBALL, ARDELE 218 MIHW AVE S AITKIN MN 56431	24-0-016500 NORDLAND TWP SECT: 9 TWP: 46 RGE:26 ACRES: .76 S 100 FT OF W 391.5 FT OF N 20 RODS OF S 40 RODS OF SW NW LYING S OF CO RD 12
RHODES, ARDELE M KIMBALL, ARDELE 218 MIHW AVE S AITKIN MN 56431	24-0-016500 NORDLAND TWP SECT: 9 TWP: 46 RGE:26 ACRES: 10.00 S 20 RODS OF SW NW IN S 102 D P 533
HILBRADT, BARBARA ET AL 13001 87TH AVENUE N ZIMMERMAN MN 55198	24-1-087900 NORDLAND TWP SECT: 11 TWP: 46 RGE:26 ACRES: .00 ALLIES SOUTH SHORE PLAT: 8 LOT: BLOCK: LOT 14
GREENER, MARK A & JANET L 1376 KING ROAD OQUILVIE MN 56089	25-0-045701 PLINT TWP SECT: 28 TWP: 44 RGE:23 ACRES: 20.00 W 1/2 OF SW SW
ROONRUD, GUY A 48513 LAKE AVE MCREGOR MN 55760	39-1-121808 SHADROCK TWP SECT: 30 TWP: 49 RGE:23 ACRES: .00 HELIAN PORTAGE PLAT: 1 LOT: BLOCK: LOT 10 BLK 28 LESS HWY
RHODES, ARDELE M KIMBALL, ARDELE 218 MIHW AVE S AITKIN MN 56431	50-1-065500 WAUKESHA TWP SECT: 11 TWP: 49 RGE:26 ACRES: .00 WAUKESHA BEACH PLAT: 2 LOT: BLOCK: LOT 18
RHODES, ARDELE M KIMBALL, ARDELE 218 MIHW AVE S AITKIN MN 56431	50-1-057500 50-26 UNORG SECT: 26 TWP: 50 RGE:26 ACRES: .00 BAIN PLAT: 1 LOT: BLOCK: LOTS 1-14 BLK 1
RHODES, ARDELE M KIMBALL, ARDELE 218 MIHW AVE S AITKIN MN 56431	50-1-058900 50-26 UNORG SECT: 26 TWP: 50 RGE:26 ACRES: .00 BAIN PLAT: 1 LOT: BLOCK: LOTS 1-18 BLK 2
RHODES, ARDELE M KIMBALL, ARDELE 218 MIHW AVE S AITKIN MN 56431	50-1-060700 50-26 UNORG SECT: 26 TWP: 50 RGE:26 ACRES: .00 BAIN PLAT: 1 LOT: BLOCK: LOTS 1-18 BLK 3
RHODES, ARDELE M KIMBALL, ARDELE 218 MIHW AVE S AITKIN MN 56431	50-1-062400 50-26 UNORG SECT: 26 TWP: 50 RGE:26 ACRES: .00 BAIN PLAT: 1 LOT: BLOCK: LOTS 1-21, BLK 4
RHODES, ARDELE M 301 4TH STREET SE AITKIN MN 56431	54-1-031408 AITKIN CITY SECT: 19 TWP: 47 RGE:27 ACRES: .00 FIRST ADD AITKIN PLAT: 2 LOT: BLOCK: LOTS 8 & 9 BLK 119
RHODES, BRADLEY C 218 MINNESOTA AVENUE S AITKIN MN 56431	

Witness my hand and official seal on this 8th day of August, 2014.

AITKIN COUNTY AUDITOR  
KIRK PEYSAR

*Kirk Peysar*





# Board of County Commissioners Agenda Request

**3A**  
Agenda Item #

**Requested Meeting Date:** October 14, 2014

**Title of Item:** Employee Recognition

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
<b>Submitted by:</b> Bobbie Danielson, Human Resources Director		<b>Department:</b> Human Resources Department
<b>Presenter (Name and Title):</b> Bobbie Danielson, Human Resources Director		<b>Estimated Time Needed:</b> 5 minutes
<b>Summary of Issue:</b> Employees who have completed 25 years of service or more (in 5 year increments) are formally recognized by presenting them with an award for their achievement. The following employees reached milestones during the 3rd quarter of 2014: <ul style="list-style-type: none"> <li>• Karen Ladd, 25 years of service, Assistant County Assessor in the Assessor's Department.</li> <li>• Bill Thompson, 30 years of service, Building and Grounds Supervisor in Administration / Building Maintenance Department.</li> </ul>		
<b>Alternatives, Options, Effects on Others/Comments:</b> None		
<b>Recommended Action/Motion:</b>		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <span style="margin-left: 100px;">Please Explain:</span>		



# Board of County Commissioners Agenda Request

**4A**  
Agenda Item #

**Requested Meeting Date:** October 14, 2014

**Title of Item:** ARMER Radio System

<input type="checkbox"/> REGULAR AGENDA	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested
<input type="checkbox"/> CONSENT AGENDA		<input type="checkbox"/> Discussion Item
<input checked="" type="checkbox"/> INFORMATION ONLY		<input type="checkbox"/> Hold Public Hearing*

<b>Submitted by:</b> Sheriff Scott Turner	<b>Department:</b> Sheriff's Office
--	--

<b>Presenter (Name and Title):</b> Sheriff Scott Turner	<b>Estimated Time Needed:</b> 20 minutes
--	---

**Summary of Issue:**  
See attached memo.

**Alternatives, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**

**Financial Impact:**  
 Is there a cost associated with this request?  Yes  No  
 What is the total cost, with tax and shipping? \$  
 Is this budgeted?  Yes  No **Please Explain:**

# 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: Aitkin County Board of Commissioners                      DATE: October 8, 2014

FROM: Sheriff Scott Turner                                      RE: ARMER Radio Project

In 2011 Aitkin County made the decision to migrate the county-wide radio system to the ARMER system. At the same time, the decision was made to improve upon the county-wide paging system that is used to page out the various emergency response entities such as fire departments, ambulance services and first responder units. The decision was predicated by the Federal Communication Commission (FCC) directive that all radios be narrow-banded (12.5 KHz) by December 31, 2012.

At this time nearly all (82 of the 87) of the counties are currently operating on or transitioning to the ARMER system. The latest numbers are 75 counties operating on the ARMER system, seven are planning on migrating and the remaining 5 counties are ARMER capable. In essence, the infrastructure is up and running in all 87 counties.

The ARMER system is a radio system that is not just for law enforcement or the public safety community. In Aitkin County, like in many counties the Road and Bridge and public works have also migrated to the ARMER system. Rather than having separate systems that would have been a duplication of efforts, this allowed everyone to operate on a common platform. Just last week, during the search for a lost hunter on the Aitkin – Pine County line, a Northeast talk group was used as the common operating platform for officers from two counties, a state agency and a tribal agency to communicate effectively for a positive resolution.

All told, 379 radios were distributed to the fire departments, first responders, ambulance services, local law enforcement agencies and public works departments.

The initial cost, as outlined by GeoComm, the consultant hired by Aitkin County was estimated to be **3.3 million dollars** to build the infrastructure and provide the end-user radios.

After taking feed-back from the stakeholders in this new radio system we set out to configure a system that was best for Aitkin County. We used duplexer repeaters on the VHF paging system to allow our smaller entities like first responder groups to continue to operate with a single radio (as opposed to having to carry both VHF and ARMER radios). This also provided a redundant path of communication to the dispatch center. We have a north and south VHF interoperability channels to further compliment this – using equipment from the old system. This strategy –originating with us in Aitkin County - was being presented at a state-wide interoperability conference as a radio solution.

We successfully lobbied to remove the requirement that Aitkin County place additional ARMER repeaters at each of the six state-owned tower sites – arguing that the loading due to Aitkin County radios would not be significant. This greatly reduced the cost.

The local enhancement site that was needed and done in the Aitkin area was done using an existing tower with usage being provided without cost for tower rent – greatly reducing the cost of the project.

We added a bi-directional amplifier to the McGregor School as coverage in this critical facility was basically non-existent. This added to the cost of the project as did other things needed to facilitate the placement of equipment in the Aitkin County Jail – such as the fire suppression system needed in the radio equipment room.

Nonetheless, when all things were added up – minus grant funds that were secured for specific parts of the project, the cost in Aitkin County levy dollars was **\$2,147,279.32**

**A savings of \$1,152,720.70**

It was another example of some great teamwork that was exhibited by Aitkin County staff and the various emergency response entities that serve the citizens of Aitkin County. Thanks to the Aitkin County Board for the great trust and oversight as this project was underway. While we still work out some of the operational issues within this system, we can finally put an end stamp on this project.

I will be presenting a power point at the October 14, 2014 Aitkin County Board Meeting to give the board a sense of scope of this project.



# Board of County Commissioners Agenda Request

**48**  
Agenda Item #

**Requested Meeting Date:** October 14, 2014

**Title of Item:** All Hazard Mitigation Plan

<input type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input checked="" type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Sheriff Scott Turner		<b>Department:</b> Sheriff's Office
<b>Presenter (Name and Title):</b> Sheriff Scott Turner		<b>Estimated Time Needed:</b> 10 minutes
<b>Summary of Issue:</b>  See attached memo and press release.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b>		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

**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: Aitkin County Board of Commissioners

DATE: October 8, 2014

FROM: Sheriff Scott Turner

RE: All Hazard Mitigation Plan

A while back I was present at the Aitkin County Board Meeting to do a review of the work that was being done on the Aitkin County All Hazard Mitigation Plan. As you recall, we had a number of meetings with the public and gathered input relative to this process.

We have continued to gather input, including a couple of meetings with department heads that would have key roles in disaster response. The plan is nearing completion and is in the stages of public review (Attached is a copy of a press release that was sent out by the Arrowhead Regional Development Commission (ARDC) – the contractor for this plan development.)

The link to the plan on the ARDC website is [www.arrowheadplanning.org/aitkinmhmp](http://www.arrowheadplanning.org/aitkinmhmp)

I will be meeting today once again with some department heads to give it a final review. After that we will incorporate any changes. I will do a quick review at the board meeting and ask for any final input from the board.

The next steps will be submission to Minnesota Department of Public Safety - Homeland Security and Emergency Management for approval and then on to the Federal Emergency Management Agency for their approval. The final step will be back to the Aitkin County Board for adoption following approval from HSEM and FEMA.





## ARROWHEAD REGIONAL DEVELOPMENT COMMISSION

Leading • Planning • Connecting in the counties of Aitkin • Carlton • Cook • Itasca • Koochiching • Lake • St. Louis

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October 1, 2014

NEWS RELEASE

### FOR IMMEDIATE RELEASE

Contact: Bonnie Hundrieser  
218-529-7527 (direct)  
1-800-232-0707 (toll free)  
bhundrieser@ardc.org

### Public Review and Comment Invited for Final Draft of Aitkin County Multi-Hazard Mitigation Plan

(Duluth, MN) A final draft of the Aitkin County Multi-Hazard Mitigation Plan (MHMP) will be posted for public review and comment from Wednesday, October 1 to Friday, October 17, 2014. The Plan details the natural hazards that face the County and identifies specific mitigation strategies and actions to reduce the impact of disasters. A copy of the plan can be downloaded at [www.arrowheadplanning.org/aitkinmhmp](http://www.arrowheadplanning.org/aitkinmhmp). Comments or questions about the plan should be directed to Bonnie Hundrieser, Arrowhead Regional Development Commission (ARDC) by phone or by email: (218) 529-7527 or [bhundrieser@ardc.org](mailto:bhundrieser@ardc.org). Comments are due by 12:00 p.m. on Friday, October 17, 2014.

Seven jurisdictions are part of the Plan, including Aitkin County and the cities of Aitkin, Hill City, McGregor, McGrath, Palisade and Tamarack. Community members and staff from Aitkin County and its city jurisdictions have participated on the steering committee and in public meetings. Staff from ARDC has been facilitating the planning process.

Public input is a required step throughout the MHMP planning process. Following the final public review and comment period, the Plan will be sent to the State of Minnesota Department of Homeland Security and Emergency Management for review before it is forwarded to the Federal Emergency Management Agency (FEMA) for final approval. After the plan is approved and adopted by Itasca County and all participating jurisdictions, Hazard Mitigation Grant Program funding will be available from FEMA for eligible mitigation projects.

ARDC is a regional comprehensive planning and development agency serving the counties of Itasca, Carlton, Cook, Itasca, Koochiching, Lake and St. Louis in Northeast Minnesota. ARDC's mission is to serve the people of the Arrowhead Region by providing local units of government and citizen groups a means to

work cooperatively in identifying needs, solving problems and fostering local leadership.

- 0 -



# Board of County Commissioners Agenda Request

**5A**  
Agenda Item #

**Requested Meeting Date:** October 14, 2014

**Title of Item:** Continuation - Public Hearing for Partial Ditch Abandonment

<input checked="" type="checkbox"/> REGULAR AGENDA	<b>Action Requested:</b>	<input type="checkbox"/> Direction Requested
<input type="checkbox"/> CONSENT AGENDA	<input type="checkbox"/> Approve/Deny Motion	<input type="checkbox"/> Discussion Item
<input type="checkbox"/> INFORMATION ONLY	<input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input checked="" type="checkbox"/> Hold Public Hearing*

<b>Submitted by:</b> Kirk Peysar	<b>Department:</b> Auditor's Office
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<b>Presenter (Name and Title):</b> Kirk Peysar, County Auditor	<b>Estimated Time Needed:</b>
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**Summary of Issue:**

Second continuation of July 22, 2014 Public Hearing for Partial Ditch Abandonment - United States Steel Corporation

**Alternatives, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**

**Financial Impact:**

Is there a cost associated with this request?  Yes  No

What is the total cost, with tax and shipping? \$

Is this budgeted?  Yes  No *Please Explain:*



# Board of County Commissioners Agenda Request

## 6A

Agenda Item #

**Requested Meeting Date:** October 14, 2014

**Title of Item:** AIS Prevention Plan

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Terry Neff		<b>Department:</b> Environmental Services
<b>Presenter (Name and Title):</b> Terry Neff, Environmental Services Director/Steve Hughes, SWCD Manager		<b>Estimated Time Needed:</b> 15 Minutes
<b>Summary of Issue:</b> 2014 State Legislature appropriated funding to each county for the prevention of Aquatic Invasive Species (AIS). Aitkin County has received the 2014 amount of \$125,061 and will receive \$277,913 in 2015. In order to use these funds, the County must adopt an AIS Prevention Plan. On August 12, 2014, the County Board approved of establishing an AIS Committee to draft an AIS Prevention Plan and report back to the County Board.  Attached is the proposed AIS Prevention Plan and proposed budget prepared by the AIS Committee. In addition I have attached a Resolution for Aquatic Invasive Species Aid.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Approve adoption of the AIS Prevention Plan, proposed budget and Resolution.		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> Legislature has appropriated \$125,061 in 2014 and \$277,913 in 2015 for AIS prevention to Aitkin County. Aitkin County must adopt an AIS Prevention Plan before the funds can be used.		

Legally binding agreements must have County Attorney approval prior to submission.

# **Aquatic Invasive Species Prevention Plan for Aitkin County September 16, 2014**

Guidelines for using Aquatic Invasive Species Prevention Aid (Mn Statute 477A.19)

## **INTRODUCTION**

Aquatic invasive species (AIS) are threatening Minnesota waters. These nonnative species harm fish populations, water quality, water recreation, and impair property values. This plan outlines the efforts that Aitkin County will undertake to help prevent the spread of harmful AIS within Minnesota.

## **STRATEGIES**

The following five elements provide a structure for organizing action items to address aquatic invasive species in Aitkin county.

- **Element 1**     **Education/prevention**
- **Element 2**     **Inspections**
- **Element 3**     **Enforcement**
- **Element 4**     **Emergency Response**
- **Element 5**     **Decontamination**

### **Element 1 – Education/prevention**

Implement procedures and practices to prevent new introductions and/or spread of AIS.

#### **1A     Communications Plan**

Conduct an annual local communications plan including radio, TV, newspaper, billboard and other media ads implementing the Stop Aquatic Hitchhikers campaign.

Continue to expand the audience for public education literature and strengthen awareness of AIS issues in the county.

One of the keys to successfully preventing AIS from spreading is to fully inform the public of the issues at hand and the importance of their actions in limiting this spread.

Explore partnership opportunities with businesses and existing outreach efforts developed by the DNR and Sea Grant.

#### **1B     Inform buyers and sellers of plants and wild animals**

Inform buyers and sellers of aquatic plants and wild animals of how they can help prevent the release or escape of invasive species, and comply with state and federal laws.

#### **1C     Inform businesses and local governments**

Inform appropriate lake related businesses and local government staff, how they can help prevent the spread of invasive species.

#### **1D     Work with DNR to publicize new infestations at access sites.**

Publicize in newsletters, include information in local publications.

#### **1E     Identify known and additional nonnative pathways of concern**

Understand the variety of pathways of introduction to local waters.

**1F Reduce risk of introductions through business and government operations**

Work with businesses – like lake service providers – to make sure they are certified by the MNDNR. Use local training sessions, or other actions to reduce risk of invasive species introduction through business and government operations.

**1G Support youth education**

Support K-12, and informal youth education through development and use of existing and new lesson plans and curricula, as well through special events.

**1H Raise awareness of priority species of concern as well as ‘watch’ species**

Obtain and distribute Watch ID cards, possible products include: informative placemats at restaurants, lakemaps with AIS message, shoreland owners guide, drink coasters .

**1I Develop partnerships to increase invasive species identification and surveys (e.g., lake associations performing annual aquatic invasive species searches; dock and lift searches).**

Monitor for new populations of AIS not previously found in the lake(s) of concern.

Augment communication and reporting mechanisms for citizen monitoring of lakes and rivers.

In order for rapid response to function properly, county will need the help of lake association members, lake service providers, shoreline property owners, and other citizens to monitor lakes on a seasonal basis and facilitate early reporting of new infestations of AIS in county waters.

**1J Provide notice of infested waters**

Provide information on local infested waters through local communication methods.

**1K Collaborate with partners to help coordinate invasive species related efforts.**

Foster the development and participation of local partnerships (e.g., Soil and Water Conservation Districts, Coalitions of Lake Associations, lake associations, counties, municipalities, citizen groups) to address invasive species using landscape and watershed approaches.

Meet regularly with plan participants.

Develop and maintain contacts with other organizations and government entities.

Open lines of communication between federal, state, and local governments to encourage the sharing of up-to-date information on new AIS research, outreach and education methods, and monitoring/survey data for AIS on County lakes and rivers.

**Element 2 - Watercraft Inspections**

**2A Conduct watercraft inspections**

Conduct watercraft inspections at water accesses using authorized inspectors.

Hire seasonal “educators” – with training provided – to distribute educational materials and conduct inspections at selected public access points, ensuring users were abiding by current regulations.

Enlist additional volunteers to support this effort and to educate lake users, particularly at high priority landings during peak usage times (holidays and weekends).

Investigate the cost and feasibility of purchasing decontamination trailers, for use in cleaning boats and equipment used in infested lakes within the county.

Install traffic counters at select public accesses. This action will help Aitkin County determine which lakes are receiving the most pressure by tracking boating traffic that enters and exits lakes and rivers. It will also help evaluate the risks of aquatic invasion for lakes with no introduced AIS or minimal infestation by quantifying recreational tendencies.

### **Element 3 - Enforcement**

#### **3A Use local peace officers to enforce state regulations**

Use peace officers from various jurisdictions/agencies to enforce state regulations (e.g., M.S.84D - civil penalties) and conduct training where appropriate.

Increase AIS law enforcement by ensuring peace officers within the county have been trained to enforce AIS laws and by increasing the number of peace officers within the county.

This action contributes to the efficient use of allocated resources, and time, to extend the reach of public awareness and regulatory compliance with AIS laws. These efforts do not supplant other government units in the provision of watercraft inspections, but rather seeks to expand and/or complement their efforts

Create, renew or expand patrolled enforcement by AIS trained peace officers.

AIS peace officers patrol various roadways near infested lakes to issue compliance checks with AIS laws. This service can be effective at communicating the presence of law enforcement and help to educate lake users on the seriousness of AIS laws and the penalties for infractions.

#### **3B Enforce laws to contain invasive species**

Enforce state regulations that prohibit transport of prohibited invasive species, aquatic plants, and water from designated infested waters.

### **Element 4 – Emergency Response**

**Develop management strategies to detect new invasive species infestations and limit the spread of established populations of AIS in county waters and to other waters of the state.**

#### **4A Contact DNR for verification if new infestations are reported.**

Submit samples to DNR for field checking.

Approve an early detection and rapid response program. Provide for safe and accessible storage of rapid response equipment. This program will ensure new infestations are properly reported, evidence is rapidly confirmed, and rapid response is deployed, if required. Aitkin County will explore the likelihood of acting in a partnership role with the MN DNR. While the MN DNR currently has the capabilities for rapid response, whether or not an agreement can be reached is unknown. The arrangement that is approved will need to be expedient and effective at responding to new threats.

**4B Work to reduce the impacts caused by established invasive species to Minnesota's ecology, society, and economy.**

Use integrated pest management where appropriate to control populations of high priority aquatic invasive plant species (Eurasian water milfoil, curly-leaf pondweed, flowering rush, purple loosestrife, etc.).

**4C Provide technical advice**

Adopt biological/physical/mechanical control plans utilizing safe and cost-effective techniques.

Aitkin County can explore the prospects of partnering with special purpose units of government (e.g. Townships, LID's, others) in devising herbicidal treatments or mechanical harvesting of problematic AIS. The county may also contract with private vendors that possess that equipment, knowledge, and expertise to facilitate AIS control in water bodies the county deems impaired or damaged by aquatic invasive species.

**Element 5 - Watercraft decontamination efforts**

Coordinate with existing car wash businesses to meet decontamination standards for temperature and pressure.

Provide signs identifying decontamination sites and decontamination instructions.

Investigate the cost and feasibility of purchasing high pressure hot water wash units for use in cleaning boats and equipment used in infested lakes within Aitkin County.

Purchase decontamination units and provide to businesses throughout the county and provide training, equipment, and funding for operation of those units.

**Implementation Plan**

It is the intent of the plan development committee that at least in its first year, administration, coordination, and oversight of this plan should require 7 percent of the grant funds.

**Amending the Plan**

This plan should be reviewed annually and updated as needed.

**Appendices:**

- a. Aitkin County Lake and River Information
- b. Contact List
- c. Maps, other info.



Aitkin County AIS Budget (Draft)		
Annual budget		
Task	% budget	\$
Education	10%	\$ 27,791.30
Inspections	60%	\$ 166,747.80
Enforcement	10%	\$ 27,791.30
Emergency Response	3%	\$ 8,337.39
Decontamination	5%	\$ 13,895.65
Maintenance Fund	5%	\$ 13,895.65
Admin/Coordination	7%	\$ 19,453.91
<b>Total</b>	<b>100%</b>	<b>\$ 277,913.00</b>
startup (1st year)		
decon. units	\$ 60,000.00	
traffic counters	\$ 5,000.00	
equip. (inspectors)	\$ 4,000.00	
equip. enforcement	\$ 30,000.00	
emergency response	\$ 5,000.00	
Maintenance, other	\$ 21,061.00	
<b>Total</b>	<b>\$ 125,061.00</b>	

By Commissioner: xx

101414-0xx

**Aquatic Invasive Species Prevention Aid**

**WHEREAS**, 2014 Session Law Chapter 308 enacted by the Legislature provides Minnesota counties a County Program Aid grant for Aquatic Species (AIS) prevention. The amount designated for each county is based on the number of watercraft trailer launches as well as the number of watercraft trailer parking spaces within each county. Aitkin County was allocated \$125,061 for 2014 and \$277,913 for 2015 and years following, and

**WHEREAS**, the legislation requires that Aitkin County must establish, by resolution or through adoption of a plan, guidelines for the use of the proceeds which are to prevent the introduction or limit the spread of aquatic invasive species at all access sites within the county, and

**WHEREAS**, the county may appropriate the proceeds directly or may use any portion of the proceeds to provide funding for a joint powers board or cooperative agreement with another political subdivision, a soil and water conservation district in the county, a watershed district in the county, or a lake association located in the county. Any money appropriated by the county to a different entity or political subdivision must be used as required under this section, and

**WHEREAS**, the county must submit a copy of its guidelines for use of the proceeds to the Department of Natural Resources by December 31 of the year the payments are received, and

**WHEREAS**, Aquatic Invasive Species is a priority concern identified in the 2009 Water Plan. A stated goal in the Water Plan is to provide leadership in the fight against Aquatic Invasive Species by developing proactive solutions aimed at educating and empowering local citizens.

**NOW, THEREFORE, BE IT RESOLVED** the Board of Commissioners of Aitkin County, Minnesota, designates oversight of Aitkin County's AIS prevention efforts to the Aitkin County Soil and Water Conservation District and delegates to them the responsibility to implement the Plan, report annually and allocate the funding in accordance with the Plan and approved grant requests. Grant requests and Plan updates are to be approved by the Aitkin County AIS Committee. For 2014, the plan is on file in the Aitkin County Environmental Services Department and Aitkin County Soil and Water Conservation District Office.

Commissioner xx moved the adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT

All Members Voted 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 14<sup>th</sup> day of October 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 14<sup>th</sup> day of October A.D. 2014

KIRK PEYSAR, County Auditor  
BY \_\_\_\_\_, Deputy



# Board of County Commissioners Agenda Request

## 7A

Agenda Item #

**Requested Meeting Date:** October 14, 2014

**Title of Item:** Remaining 2015 Board Meeting Dates

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Nathan Burkett		<b>Department:</b> Administration
<b>Presenter (Name and Title):</b> Nathan Burkett, County Administrator		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b>  The County Board needs to look at the remaining 2015 Board meeting schedule. The following dates have potential conflicts and should be addressed:  November 11th - County Holiday November 25th Budget Hearing December 9th - AMC Meeting		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> It is my recommendation to hold the November 11th Board meeting as scheduled, but to reschedule the November 25th Budget Hearing to the first week in December, and to cancel the December 9th Board meeting.		
<b>Financial Impact:</b> <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		



# Aitkin County Board of Commissioners Agenda Request Form

8  
 Agenda Item #

**Requested Meeting Date:** October 14, 2014  
**Title of Item:** Committee Reports

<input checked="" 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 <sup>st</sup> Thursday	Wedel
Aitkin County Water Planning Task Force	Bi-monthly	3 <sup>rd</sup> 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 <sup>rd</sup> Thursday	Niemi
ATV Committee	As needed		Napstad and Marcotte
Big Sandy Lake Management Plan	Monthly	2 <sup>nd</sup> Thursday	Napstad, Alt. Marcotte
Central MN Corrections	Monthly	3 <sup>rd</sup> Wednesday	Wedel, Westerlund
Development Achievement Center	Monthly	3 <sup>rd</sup> Thursday	Westerlund, Alt. Niemi
East Central Regional Library Board	Monthly	2 <sup>nd</sup> Monday	Niemi
Economic Development	Monthly	1 <sup>st</sup> 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 <sup>rd</sup> Tues of even numbered mths	Marcotte and Napstad
H&HS Advisory (Liaison)	Monthly except July	1 <sup>st</sup> Wednesday	Westerlund and Marcotte
Historical Society (Liaison)	Monthly	4 <sup>th</sup> Wednesday	Wedel
HRA	Monthly	4 <sup>th</sup> Monday	Westerlund
Insurance	As needed		Wedel and Westerlund
Investment	As needed		All Commissioners
Joint Powers Natural Resource Board	Monthly	Last Monday	Napstad and Land Cmr Jacobs
Labor Management	Quarterly	Varies	Wedel, Alt. Westerlund
Lakes and Pines	Monthly	3 <sup>rd</sup> Monday	Niemi, Alt. Marcotte
Law Library	Quarterly	Set by Judge	Niemi
McGregor Airport Commission	Monthly	1 <sup>st</sup> Wednesday	Napstad
Mille Lacs Watershed	Monthly	3 <sup>rd</sup> Monday	Niemi, Westerlund
Mississippi Headwaters Board	Monthly	3 <sup>rd</sup> Friday	Napstad
MN Rural Counties Caucus	8x year	Varies	Marcotte, Alt. Niemi
NE MN Office Job Training	As called		Napstad
Northeast MN ATP	2x year		Niemi and Engineer Welle
Northeast Waste Advisory Committee	Quarterly	2 <sup>nd</sup> Monday	Napstad, Alt. Westerlund
Northern Counties Land Use Coordinating Board	Monthly	1 <sup>st</sup> Thursday	Napstad, Alt. Marcotte
Ordinance	As needed		Napstad and Marcotte
Park Commission	Monthly	2 <sup>nd</sup> Monday	Westerlund
Personnel	As needed		Marcotte and Wedel
Planning Commission	Monthly	3 <sup>rd</sup> Monday	Westerlund
Purchasing/Building	As needed		All Commissioners
Snake River Watershed	Monthly	4 <sup>th</sup> Monday	Niemi
Sobriety Court	Monthly	3 <sup>rd</sup> Tuesday	Wedel
Solid Waste Advisory	As needed		Napstad and Westerlund
Toward Zero Deaths	Monthly	2 <sup>nd</sup> Wednesday	Wedel
Tri-County Community Health Services	Quarterly & as needed	2 <sup>nd</sup> Thursday	Westerlund



# Board of County Commissioners Agenda Request

**9A**  
Agenda Item #

**Requested Meeting Date:** October 14, 2014

**Title of Item:** Closed Session Under MN Statute 13D.03 Subd. 1(b) Labor Negotiations

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Nathan Burkett, County Administrator		<b>Department:</b> Administration
<b>Presenter (Name and Title):</b> Nathan Burkett, County Administrator and Bobbie Danielson, HR Director		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b>  Materials will be presented at the meeting.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b>		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		